

CITY OF NEWBERG BUDGET COMMITTEE AGENDA

TUESDAY, APRIL 24, 2012

7:00 P.M. MEETING

PUBLIC SAFETY BUILDING TRAINING ROOM (401 EAST THIRD STREET)

Mission Statement

The City of Newberg serves its citizens, promotes safety, and maintains a healthy community.

Vision Statement

Newberg will cultivate a healthy, safe environment where citizens can work, play and grow in a friendly, dynamic and diverse community valuing partnerships and opportunity.

I. CALL MEETING TO ORDER

II. ROLL CALL

III. COMMITTEE BUSINESS

1. Town Hall and Budget Message presented by Dan Danicic

IV. PUBLIC COMMENTS

(No more than 5 minutes per speaker allowed)

V. CONSENT CALENDAR

No Items

VI. CONTINUED BUSINESS

No Items

VII. NEW BUSINESS

1. Budget Committee to ask questions they want addressed before the next meeting on May 1, 2012
2. Review upcoming agendas (see attached)

VIII. ADJOURNMENT

Next meeting: May 1, 2012 at 7 pm at the Public Safety Building, 401 E Third St.

ACCOMMODATION OF PHYSICAL IMPAIRMENTS: In order to accommodate persons with physical impairments, please notify the City Recorder's office of any special physical or language accommodations you may need as far in advance of the meeting as possible and no later than 48 hours prior to the meeting. To request these arrangements, please contact the City Recorder at (503) 537-1283. For TTY services please call 711.

The Committee accepts comments on agenda items during the meeting. Fill out a form identifying the item you wish to speak on prior to the agenda item beginning and turn it into the Secretary. The Chair reserves the right to change the order of the items on this agenda.

FUTURE AGENDAS

May 1, 2012

1. Public Hearing on State Shared Revenue. Proposed use is 100% for Police and Fire
2. Department Directors presentations: Police, Fire, Library and Planning/Building

May 8, 2012

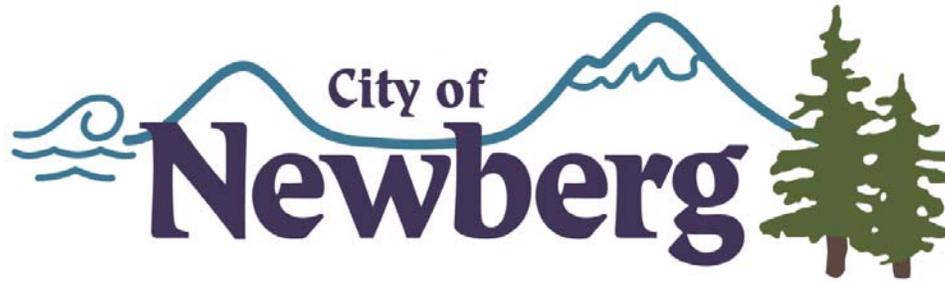
1. Approve February 28, 2012 Minutes
2. Continuation of Department Directors presentations: Administration and Public Works
3. Budget Committee deliberations

May 15, 2012

1. Approve April 24, 2012 Minutes
2. Wrap up of Budget Committee deliberations
3. Approve 2012-2013 Budget and impose the taxes provided for in the Proposed 2012-13 Budget at the rate of 4.3827 per \$1,000 of assessed value for general operating purposes and \$425,000 for Debt Service, and that these taxes are hereby imposed and categorized for the tax year 2012-13 upon the assessed value of all taxable property within the City.

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Proposed Budget 2012-13

Serious About Service!



Newberg Public
LIBRARY

Public Works ~ Planning ~ Building



CITY OF NEWBERG

2012-13 CITY BUDGET

Members of the Budget Committee

Mayor & Council Members:

Bob Andrews (Mayor)
Denise Bacon
Stephen McKinney
Bart Rierson
Marc Shelton
Wade Witherspoon
Ryan Howard

Public Members:

Ernie Amundson
Thomas Barnes
Helen Brown
Janet Irish
Deanna Moore
Jack Reardon
Lon Wall (Chair)

City Manager

Daniel Danicic

Department Heads

Barton Brierley, Planning & Building Director
Brian Casey, Police Chief
Dain Eichel, Interim Public Works Director
David Brooks, Information Technology Director
Janelle Nordyke, Finance Director
Leah Griffith, Library Director
Les Hallman, Fire Chief
Terrence Mahr, City Attorney

April 2012

**WORKING TOGETHER FOR A BETTER COMMUNITY --
SERIOUS ABOUT SERVICE**

Welcome,

The public is encouraged to become involved in the City's budget process.

Notices of Budget Committee and Council meetings are published in the Public Notice section of the **Newberg Graphic**.

Public comments are welcome at Budget Committee or Council meetings. Comments may be submitted at any time to the City Manager by mail (PO Box 970, Newberg, OR 97132), hand delivered to 414 East First Street, by calling (503) 538-9421, or by e-mail to dan.danicic@newbergoregon.gov.

Copies of the budget are located at the City Library (503 E Hancock Street) and at City Hall (414 E First Street), Newberg, OR 97132.

Visit our Web site: www.newbergoregon.gov

Cover: The City of Newberg serves its citizens, promotes safety, and maintains a healthy community.



City of Newberg
414 East First Street
PO Box 970
Newberg, OR 97132

(503) 538-9421
FAX (503) 537-5013

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Mission Statement

The City of Newberg serves its citizens, promotes safety, and maintains a healthy community.

Vision Statement

Newberg will cultivate a healthy, safe environment where citizens can work, play, and grow in a friendly, dynamic and diverse community valuing partnerships and opportunity.

City Philosophy Statement

We, the staff, Mayor and City Council, are committed to quality leadership for the benefit of our residents. We will:

- ✓ be professional in our attitude and proficient in our tasks.
- ✓ encourage a spirit of cooperation in dealing with the mutual problems and challenges facing our community.
- ✓ expect and demonstrate courtesy and respect in all interactions.
- ✓ commit to total quality in all services we provide.
- ✓ be accountable and effective stewards of the public trust and resources.
- ✓ display innovation and initiative in responding to the needs of our community.
- ✓ participate in and promote the exchange of ideas through open communications.
- ✓ recognize that all individuals living and working in the community are essential resources for achieving the City's mission and goals.

City of Newberg Composition

The City of Newberg was incorporated in 1889 and currently has a population of 22,230. Newberg provides basic services such as police, fire, library, water, wastewater service, stormwater management, and other public works responsibilities, such as streets, traffic control, and sidewalks¹. Park and recreational services are provided by the Chehalem Park and Recreation District. The Newberg School District provides educational services for grades K through 12. Both the park district and school district incorporate the cities of Newberg and Dundee, and surrounding county area by serving approximately 40,000 people.

The **Mayor** is elected every four years and acts as the chief elected officer of the City. The Mayor is responsible for providing political and policy leadership for the community. The Mayor has executive powers, presides at Council meetings, votes at all meetings, and serves as the ceremonial head of the City.

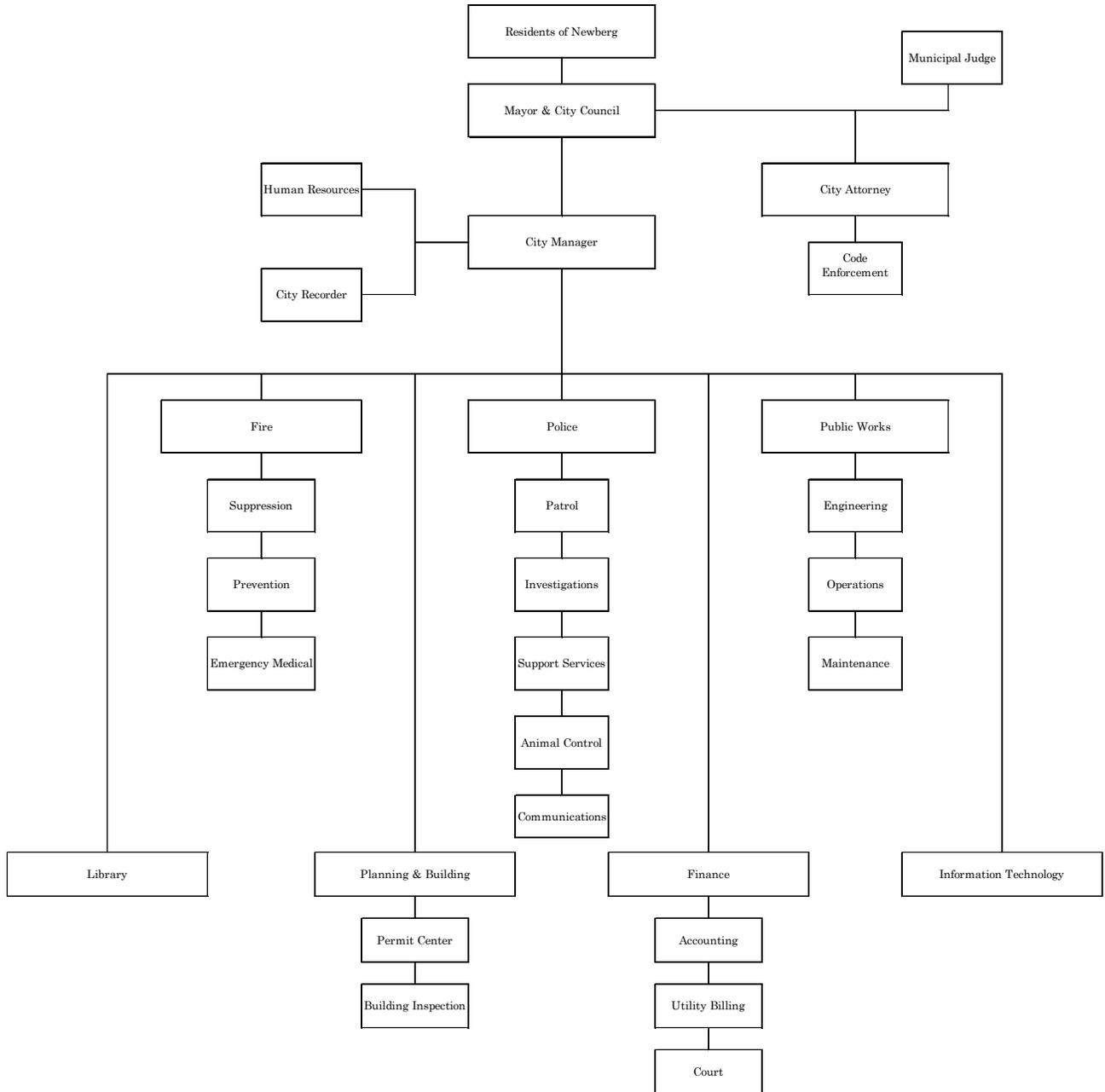
The City has a council-manager form of government. The Mayor and six-member **Council** sets the overall policy and goals of the City. The Council also passes all laws or ordinances of the City. Every year the Council selects from its membership a president who serves as Mayor in the Mayor's absence.

The **City Manager** is appointed by the Council to supervise the operations of the City. Departments included in the City are Police, Fire, Communications, Court, Library, Planning, Building Inspection, Public Works (Engineering, Streets, Wastewater, Water, and Stormwater Systems, Facilities Maintenance and Fleet Maintenance), City Manager's Office which includes the City Recorder and Human Resources, Emergency Management, Finance, Information Technology, and Legal. The Council also appoints the **Municipal Judge** and a full-time **City Attorney**. The City Attorney advises the Council and departments on all legal matters. The Municipal Judge presides over Municipal Court, which is held on Tuesdays.

Finally, the City is served by various citizen boards, committees, and commissions. These important groups, which are appointed by the Mayor and Council, include the Budget Committee, Planning Commission, Library Board, Traffic Safety Commission, and Citizens' Rate Review Committee. The City is also assisted by many volunteers, especially at the Library, Police, and Fire Departments.

¹ Garbage Service is provided by Waste Management under a franchise arrangement.

City of Newberg, Oregon



Newberg At A Glance²

Date of Incorporation	1889
Governing Body	Mayor and 6 Councilors
Form of Government	City Manager
Area in Square Miles	5.8
Annexations	2011-None
Urban Growth Boundary in Square Miles	7.0
Elevation in Feet	175
Annual precipitation	42"
Newspapers	Newberg Graphic & Oregonian
Radio Stations	KLYC-AM 1260 (McMinnville)
Average Residential Housing Permit Value	\$196,000
Sales Tax	0%; room tax = 6%
2011 Population	22,230
Institutions of Higher Education	George Fox University Portland Community College
Primary & Secondary Education (within City boundaries)	Newberg School District 29J Newberg High, Mountain View Middle, Chehalem Middle, Antonia Crater Elementary, Joan Austin Elementary, Mabel Rush Elementary, and Edwards Elementary
2010-11 School Enrollment (total district)	5,252
Private Secondary Schools	5
Yamhill County Unemployment Rate	8.9% (December 2011)
Miles of Paved Streets	65
Miles of Gravel Streets	4.2
Traffic Counts (2007)	99W at Springbrook Rd 38,300 99W at Villa Intersections 41,800
Commuters leaving Yamhill Co. daily	36.0%
Commuters staying in Yamhill Co. daily	64.0%
Mean travel time	21.1 minutes
Fire Stations	2
Police Stations	1
Public Library	1
Public In-City Parks	21 (151 acres)

² These facts are gathered from the Newberg Chamber of Commerce, ODOT, Oregon Blue Book, and City Offices.

Ten Year Picture of the City's Growth

Fiscal <u>Year</u>	<u>Population</u>	Assessed <u>Value</u>	Percent <u>Change</u>	School <u>Enrollment</u>	Unemployment <u>Rate</u>
2002	18,280	777,597,711	5.35%	5,051	6.60
2003	18,750	807,677,749	3.87%	5,061	8.60
2004	19,530	857,177,655	6.13%	5,085	7.00
2005	20,565	908,510,978	5.99%	5,122	6.70
2006	20,570	988,525,040	8.81%	5,148	5.40
2007	21,675	1,110,866,040	12.38%	5,136	4.80
2008	22,645	1,193,170,105	7.41%	5,205	5.40
2009	23,150	1,271,921,638	6.60%	5,163	13.20
2010	22,068	1,364,210,006	7.26%	5,175	10.50
2011	22,230	1,441,923,513	5.70%	5,252	9.30

2010 Census Data³

	<u>2000</u>		<u>2010</u>	
Male	11,794	48.8%	10,732	48.6%
Female	12,353	51.2%	11,336	51.4%
Median Age	33 years		33 years	
Average Household Size	2.78		2.66	
Average Family Size	3.16		3.12	
Median Household Income	\$44,206		\$55,330	
Owner Occupied Units	66.2%		62.9%	
Renter Occupied Units	33.8%		37.1%	
Rental Vacancy Rate	9.0%		7.6%	

2009 Average Income:

Newberg	\$56,126
State Average	\$47,320

³ Average Income: Department of Revenue, Oregon Personal Income Tax Annual Statistics, Tax Year 2009.

Comparisons with Surrounding Cities

The following information is provided to illustrate how Newberg compares to other Portland / Metropolitan Area cities. It should be noted that each city provides different services and this fact can result in significant differences in the tax information. As the last table indicates, these services may be provided by an overlapping special taxing district, such as a fire district or park district. It is important to keep this point in mind when comparing property tax information.

Population⁴

<u>City</u>	<u>County</u>	2010 <u>Population</u>	2011 <u>Population</u>	Percent <u>Change</u>
Newberg	Yamhill	22,068	22,230	1%
McMinnville	Yamhill	32,187	32,270	0%
Forest Grove	Washington	21,083	21,275	1%
Milwaukie	Clackamas	20,291	20,400	1%
Oregon City	Clackamas	31,859	32,220	1%
Tualatin	Washington	26,054	26,060	0%
West Linn	Clackamas	25,109	25,250	1%
Woodburn	Marion	24,080	24,090	0%

2011-12 Property Tax Data ⁵

<u>City</u>	Levy Inside <u>Tax Limit</u>	Levy Outside <u>Tax Limit</u>	Total <u>Levy</u>	Total <u>Per Capita*</u>
Newberg	\$ 6,598,545	\$ 425,000	\$ 7,023,545	\$ 315.95
McMinnville	10,753,395	1,461,800	12,215,195	378.53
Forest Grove	6,426,013	446,820	6,872,833	323.05
Milwaukie	6,588,799	-	6,588,799	322.98
Oregon City	9,391,708	268,821	9,660,529	299.83
Tualatin	7,562,699	992,344	8,555,043	328.28
West Linn	6,287,748	883,844	7,171,591	284.02
Woodburn	7,512,289	515,758	8,028,047	333.25
<i>Average</i>	<i>\$ 7,640,149</i>	<i>\$ 624,298</i>	<i>\$ 8,264,448</i>	<i>\$ 323.24</i>

* Note: Per capita is based on 2011 population.

⁴ 2010 Census, 2011 Portland State University Population Estimates.

⁵ County Taxation and Assessment websites for Counties of: Clackamas, Marion, Washington, Yamhill.

2011-12 Assessed Values and Tax Rates ^{6,7}

<u>City</u>	<u>Assessed Value (\$1,000)</u>	<u>Permanent Tax Rate</u>	<u>Debt Tax Rate</u>	<u>Total Tax Rate</u>
Newberg	\$ 1,479,779	\$ 4.3827	\$ 0.2827	\$ 4.6654
McMinnville	2,140,278	5.0200	0.6829	5.7029
Forest Grove	1,211,221	5.3054	0.3689	5.6743
Milwaukie	1,634,556	4.0718	-	4.0718
Oregon City	2,260,500	4.1590	0.1189	4.2779
Tualatin	3,336,730	2.2665	0.2974	2.5639
West Linn	2,965,919	2.1200	0.2980	2.4180
Woodburn	1,297,505	6.0534	0.3975	6.4509
<i>Average</i>	<i>2,040,811</i>	<i>4.1724</i>	<i>0.3058</i>	<i>4.4781</i>

General Fund Type Service Comparisons

General Fund Type Service Comparisons							
<u>City</u>	<u>Police</u>	<u>Fire</u>	<u>EMS</u>	<u>Dispatch</u>	<u>Parks/Rec</u>	<u>Permitting</u>	<u>Library</u>
Newberg	✓	✓	✓	✓	district	✓	✓
McMinnville	✓	✓	✓	county	✓	✓	✓
Forest Grove	✓	✓	private	county	✓	✓	district*
Milwaukie	✓	district	private	contract	✓	✓	district*
Oregon City	✓	district	private	county	✓	✓	district*
Tualatin	✓	district	private	county	✓	✓	district*
West Linn	✓	district	private	contract	✓	✓	district*
Woodburn	✓	district	private	contract	✓	✓	✓

* The majority of funding comes from district funds for these libraries.

⁶ Forest Grove includes a local option levy of \$1.35 per \$1,000 of assessed value and this amount is included in the rate amount. The total tax rate includes this levy.

⁷ Permanent Rates were set by Ballot Measure 50 in 1997.

FISCAL POLICIES

The City of Newberg has an important responsibility to its citizens to carefully account for public funds, manage municipal finances wisely, and plan adequate funding of services and facilities desired and needed by the community.

The purpose in establishing a set of fiscal policies is to ensure that the public's trust is upheld. With such fiscal policies, the City establishes the framework under which it will conduct its fiscal affairs, ensuring that it is and will continue to be capable of funding and providing excellent local government services. These fiscal policies are used to develop long-range financial projections and annual budget assumptions.

The Finance Committee of the City Council reviewed and approved these policies.

The objectives of Newberg's fiscal policies are as follows:

- ✓ To enhance the City Council's policy making ability by providing accurate information on program and operating costs.
- ✓ To assist sound management of the City government by providing accurate and timely information on current and anticipated financial conditions.
- ✓ To provide sound principles to guide important decisions of the Council, Budget Committee, and management which have significant fiscal impact.
- ✓ To set forth operational principles which minimize the cost and financial risk of local government consistent with services desired by the citizens.
- ✓ Distribute the cost of municipal services fairly and provide adequate funds to operate desired programs.
- ✓ To provide and maintain essential public facilities, utilities, infrastructure, and capital equipment.
- ✓ To protect and enhance the City's credit rating.
- ✓ To provide public confidence in the handling of City financial matters.

Revenue Policy

- ✓ A diversified and stable revenue system will be maintained to shelter the City from short-run fluctuations in any one revenue source.
- ✓ One time revenues will be used for one-time expenditures. The City will avoid using temporary revenues to fund ongoing operating expenditures.
- ✓ All revenue forecasts shall be conservative.
- ✓ All City funds will be safely invested, in accordance with the adopted investment policy and Oregon State law, to provide a sufficient level of liquidity to meet cash flow needs and to provide the maximum yield possible.⁸
- ✓ The City will provide for an equitable sharing of the costs of services by charging the direct beneficiaries fees, which will recover all or a portion of the cost to provide those services. User fees, such as those for water, wastewater, stormwater, ambulance and community development, will be reviewed periodically to ensure that related costs are recovered in accordance with City policy.
- ✓ The City will consider the possibility of overlapping tax burdens created by multiple taxing districts on City property owners when establishing property tax levels, as required by Oregon State law.

Operating Budget Policy

- ✓ The City Manager will prepare a balanced budget each year on a modified accrual basis where revenues equal or exceed expenses in accordance with state law.
- ✓ The Finance Director will prepare regular reports comparing actual to budget for the City Manager and City Council.
- ✓ Departmental goals, objectives, and work load indicators will be integrated into the budget.
- ✓ Before the City undertakes any agreements which create fixed costs, both operating and capital, the long-term fiscal implications of such agreements will be fully determined for current and future years.

⁸ The City Council has adopted more detailed policies on investments and debt management.

- ✓ All costs related to personnel will be estimated and included in long-range forecasts. Cost analysis of salary increases will include the effect of such increases on the City's share of related fringe benefits.
- ✓ Assets, which are not part of a major infrastructure system or building and land, including vehicles, computers, major software, and other specialized equipment required for normal work, will be tracked by each department with replacement plans and will depreciate in an equipment replacement fund that results in a stable annual spending level.
- ✓ The City will set aside funds annually to replace major assets of general buildings (City Hall, Library, Public Safety Building, Fire Stations). Assets may include carpets, heat pumps, structural repairs, and re-roofing.
- ✓ The City will routinely evaluate its service delivery system in terms of establishing efficiency and effectiveness to determine whether a service or program should be provided by City staff or by contract.

Capital Improvement Policy

- ✓ The City will prepare multi-year capital improvement plans and a one-year capital improvement budget which will be segregated from the operating budget.
- ✓ Future operating costs associated with new capital improvements will be projected and included in the capital and operating budget forecasts.
- ✓ The City will determine and use the most effective and efficient method of financing all new capital projects.
- ✓ Special funds dedicated for capital improvements will be segregated in the accounting system and used only for the intended capital purposes.

Accounting Policy

- ✓ The City will maintain high standards of accounting in order to (1) promote an atmosphere of trust in its financial management system and (2) provide full disclosure of its financial condition. Generally accepted accounting principles (GAAP) will be used in accordance with the standards developed by the Governmental Accounting Standards Board and endorsed by the Government Finance Officers Association (GFOA).

- ✓ In accordance with Oregon State law, an independent annual audit will be performed by a public accounting firm which will issue an official opinion on the annual financial statements.
- ✓ As required by law, full disclosure will be provided in the financial statements and bond presentations.
- ✓ Financial systems will be maintained to monitor expenditures and revenues on a monthly basis.
- ✓ The accounting system will provide monthly information about the cash position and investment performance.
- ✓ The City will submit annually documentation to obtain the Certificate of Achievement for Excellence in Financial Reporting from GFOA.

Debt Policy

- ✓ The City will communicate with the bond rating agencies on a regular basis about its financial condition in order to maintain and improve its ability to borrow money at the most favorable interest rates.
- ✓ Capital projects financed through bond proceeds will be financed for a period not to exceed the useful life of the project.
- ✓ Long-term borrowing will be confined to capital improvements too large to be financed from current revenues and to avoid depleting the capital reserve funds.
- ✓ In accordance with ORS 287.004, outstanding general obligation debt of the City at any time is limited to three (3) percent of real market value. This limitation does not include self-supporting debt, revenue bonds, full faith and credit obligations, or water and wastewater bonds.
- ✓ Issuance of assessment bonds will be pursued to finance local improvement districts approved by the City Council.
- ✓ The City will pursue collection of all assessment payments to protect the general obligation of the City.
- ✓ Debt will not be used to pay for current operating expenses unless borrowed funds can be obtained at an interest rate which is lower than the City could earn on its own invested funds (arbitrage).

Reserve Policy

- ✓ The City will maintain a cash working capital equal to or greater than that necessary to cover general operating expenditures or expenses. The reserve will be calculated based on the adopted annual operating budget. These funds will be used to avoid short-term borrowing, generate interest income, and assist maintaining an investment grade bond rating capacity.
- ✓ The General Fund shall maintain a 120 day cash reserve including contingency and an unappropriated fund balance.
- ✓ Other operating funds reliant on user fees or monthly intergovernmental revenues shall maintain 60 days cash.

BUDGET MESSAGE

To: Budget Committee
 From: Daniel Danicic, PE, MPA
 City Manager
 Date: April 13, 2012

Re: Fiscal Year 2012/13 Budget

This budget for FY 2012-2013 is respectfully submitted to the Budget Committee and citizens of Newberg.

Recovery from the recession has been slow and fraught with sudden drops. Consumer confidence is still low. The City budget continues to be challenged with reduced and stagnant revenues while operational, health and retirement costs continue to rise. While demand for some services (planning and building inspection) has declined, others have risen (Police, Fire and Library).

For the last three years, staff has effectively managed all aspects of the budget to the maximum extent practicable. Since 2009, line item expenditures have been reduced, staff have been eliminated or reduced to part time status, and salaries have been frozen to name a few actions taken. Table 1 provides a summary of these actions.

Table 1 - Prior Budget Reduction Actions

FY 2009/10	FY 2010/11	FY 2011/12
0.99 FTE Reduction	3.36 FTE Reduction	7.81 FTE Reduction
No contributions to computer replacement funds	Health plan for non-rep staff changed to co-pay plan	5 Staff reclassified to part-time status
No contributions to vehicle replacement fund	Library days of operation reduced from six to five	No COLA, Step Increase or sick leave incentive for all staff
Line item expenditures for materials and services held to FY 08/09 levels	Fire Department over-time budget reduced	City Hall Hours reduced to 8:30AM to 4:30PM
Reduced number of capital projects for infrastructure	COLA delayed from July to January	No contributions to computer replacement funds
	Only minimal contributions to computer replacement funds	Only minimal contributions to vehicle replacement fund
	Only minimal contributions to vehicle replacement fund	Reduced number of capital projects for infrastructure
	Reduced number of capital projects for infrastructure	

GENERAL FUND

The market value of property in Newberg continues to drop. The County Assessor is currently using an 8% reduction factor per year. The number of properties for which the market value is less than assessed value is increasing. The result is that the assessor estimates the overall increase in property tax revenue will be only 1% in FY 12/13.

PUBLIC WORKS

In FY 11/12, the Citizens’ Rate Review Committee (CRRC) reviewed water, wastewater and stormwater rates. Each assessment establishes rate changes needed for the upcoming two fiscal years as well as projections for two more years. Recognizing the continued financial challenges of ratepayers, staff worked with the CRRC to mitigate the need for significant rate changes as had initially been projected (Table 2). This was accomplished through staff, expenditure and capital project reductions.

Table 2 - Comparison of Projected Rates vs. Actual

	Anticipated Rate Increase projected in 2009/10		Recommended Rate Increases	
	FY 12/13	FY 13/14	FY 12/13	FY 13/14
Water	12.2%	12.2%	0%	3%
Wastewater	16.9%	16.9%	0%	3%
Stormwater	18%	18%	17.5%	17.5%

BUDGET RECOMMENDATION

The development of the budget for FY 12/13 was again challenging to provide the highest level of service with the anticipated revenues. Despite this, I believe we have been very successful.

First, the General Fund contingency for FY 12/13 has increased to \$187,000 from last year’s \$26,000. Second, the utility rate increases have been virtually reduced to zero. Table 3 outlines the major actions taken.

Table 3 - FY 12/13 Budget Actions

6.3 FTE Reduction
2 FTE reclassified to part-time status (0.8 each)
No COLA, Step Increases or Sick Leave Incentive for all non-rep staff
Bottom line of material and services costs held to same as FY 11/12
Number of health benefit levels have been increased from three to five for non-rep staff
<ul style="list-style-type: none"> • Employee • Employee & Child • Employee & Spouse • Employee & Children • Employee & Family
Computer and vehicle replacement fund contributions again minimal

FUTURE

The County Assessor predicts that property tax revenue in FY 13/14 may not increase over FY12/13 and could actually be 1% less. This will result in the most significant stress the General Fund has yet seen.

The General Fund supports the following programs:

- General Government
- Municipal Court
- Police
- Fire
- Communications (Dispatch)
- Library
- Planning

Of these programs, General Government, Municipal Court and Planning have had staff and expense reductions to the maximum extent without eliminating the programs all together. The Library could be reduced either through fewer programs or fewer open days. This leaves public safety activities, one of the core functions of the City, at risk.

A conservative estimate considers revenues to be unchanged for the next five years. This results in a potential deficit of \$1.5M in FY 15/16. Without decisive action in 2012, there will be an erosion of public safety services in Newberg.

Utility rates are now more stable and predictable allowing for more sustainable budgets for the water, wastewater and stormwater programs. Although, rate increases beyond 2013 will be necessary.

CONCLUSION

Despite the gloomy and dismal budget situation, there is a glimmer of hope for a brighter future for the City of Newberg. The City and Yamhill County are growing as a destination for tourists from across the nation and around the world. Some development, albeit limited, is still occurring. The Cultural Center is becoming a hub of activity. Though businesses have closed in the downtown area, other shops have opened in their vacancies. I am still convinced that Newberg is poised on the edge of greatness. Our challenge will be to continue to provide services to our residents and businesses to meet their needs and encourage their success throughout the economic recovery.

Sincerely,



Daniel Danicic, PE MPA
City Manager

Budget Standards and Purpose

Accounting Standards

The City of Newberg manages its finances according to generally accepted accounting principles. The City operates on a July 1 through June 30 fiscal year. Revenues and expenditures are monitored carefully during each fiscal year to ensure compliance with the adopted budget and state and federal laws. The City's accounting records are maintained on a basis consistent with recommendations by the Governmental Accounting Standards Board. Governmental type funds are kept on a modified accrual basis while the business type and internal service funds are on a full accrual basis. The City publishes a comprehensive annual financial report (CAFR) that documents the City's budgetary performance and financial health. This report includes budget to actual comparisons, thus documenting the City's budgetary compliance.

Purpose of the Annual Budget

The budget represents the financial plan of the City. It is a policy tool for the Mayor and City Council to express the goals and priorities for the next fiscal year and an implementation tool that translates the goals into action plans.

The budget serves other functions as well. It is a financial tool which enables the City to allocate its resources. As a public document, it serves as a communication tool for elected officials and for the administration to communicate decisions to the citizens and staff. As a decision-making document, staff uses the budget both as an accounting tool to ensure financial integrity and as a management audit tool to measure performance. In summary, the budget serves a variety of purposes.

Budget Process Overview

Oregon law (ORS chapter 294) requires local governments to prepare and adopt an annual budget by July 1 of each year. The law establishes standard procedures for preparing, presenting and administering the budget. It requires citizen involvement and public disclosure of the budget before final adoption.

January through March the department heads prepare a budget which the City Manager presents to the Budget Committee in late Spring. The Budget Committee consists of the governing body (Mayor and six City Council members) and an equal number of citizens appointed by the Council for three-year staggered terms. The Budget Committee reviews and revises the budget as necessary during a series of public meetings. After the Budget Committee approves the budget, it is forwarded to the City Council for a public hearing and final adoption. The approved budget is published in an Executive Summary format in the **Newberg Graphic** prior to the City Council hearing.

2012-13 Budget Preparation and Adoption Calendar

January 17	City Council Budget Prioritization Work Session
February 28	Budget Committee Meeting
February	Estimates for 2011-2012 Year End
March	Departments and City Manager Prepare Proposed Budget
April 11	Publish First Budget Committee meeting notice
April 13	Proposed Budget distributed to Committee members
April 24	Budget Message / Town Hall Budget Meeting
May 1	Budget Committee Meeting*
May 8	Budget Committee Meeting*
May 15	Budget Committee Meeting*
June 18	City Council adopts 2012-2013 Budget

* The Budget Committee may choose to meet at other times to review budget issues.

The City Council has final authority to change the approved budget. However, if a change increases a fund's approved expenditures by more than 10%, the budget must be referred back to the Budget Committee. The City Council may not change the property tax levy above that approved by the Budget Committee.

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FUND PURPOSE AND REVENUE SOURCES

GOVERNMENTAL TYPE ACTIVITIES

Governmental Funds: Major Funds

General Fund (Fund 01)

\$12,925,360

Major resources for the General Fund include taxes from property, franchise, and transient lodging tax, planning and community development permits, intergovernmental revenue agreements, licenses and fees, library fees, and traffic fines.

The property tax receipts assume the tax rate of \$4.3827 per \$1,000 of assessed value which is the permanent rate given to the City as a result of Ballot Measure 50 (Oregon Constitution, Article XI, section 11(1)(a)). The tax rate is applied to the assessed value. Any increase over 3% represents new growth in Newberg. The average assessed value increase for the past 3 years has been 5.2%.

Measure 5 and 50:

Measure 5: Tax Limits and Compression

- Limited the tax rate per \$1,000 of Real Market Value for Education to \$5.
- Limited the tax rate per \$1,000 of Real Market Value for General Government districts to \$10. The City of Newberg is subject to the \$10 cap.
- Other entities in the General Government Category in Newberg's taxing area are:
 - Chehalem Park & Recreation District, Yamhill County, Yamhill County Extension Service, Yamhill County Soil & Water.

Measure 50: Assessed Value Limits and Capping

- Properties in Oregon are taxed on assessed value
- The assessed value (AV) was derived by using the 1995-96 real market value (RMV) of the property and taking 90% of that value.
- Limits the growth to 3% per year based on AV of the adjusted 1995-96 value, unless there is new construction.
- When AV increases to the point of equaling RMV, RMV is used instead.

The Perfect Fiscal Storm: Real market values have declined as a result of the housing market's collapse. The City is now subject to capping of assessed values by real market values, which translates into decreasing property tax revenues. Costs have continued to increase and demands for services have only grown as the economy has worsened. The City has suffered under these tax measures for several years and is now approaching the point of no longer being able to provide even basic

services at the level the City's residents are accustomed to. Staff and service reductions at City Hall have been the result of these revenue shortfalls. The 2012-13 budget only assumes a 1% increase in property taxes, less an allowance for discounts and delinquent accounts.

Property Taxes make up 56.5% of the current revenue in the General Fund. Franchise Fees and Transient Lodging Tax represent an additional 16% of current revenues. Franchise Fees continue for the electrical, telephone, natural gas, garbage and cable TV industries during the fiscal year.

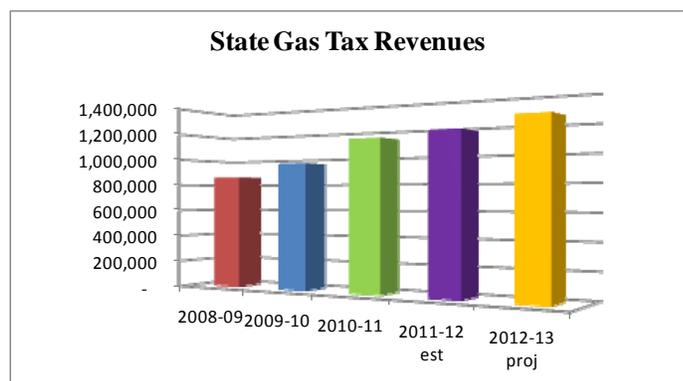


Intergovernmental revenues include grants for specific projects and state shared revenues (liquor, cigarette and state revenue sharing) which are based on per capita and formula distributions. Other intergovernmental revenues are based on contracts with the City of Dundee for communications, police services, and planning services, with the Cities of Lafayette, Dundee and Dayton for building inspection services and with the Newberg Rural Fire Protection District.

The Community Development fee is collected at time of building permit issuance, and is equal to 0.75% of the valuation of new construction. The Community Development fee is intended to cover the cost of community development services beyond those associated with a specific permit application, such as the costs of comprehensive planning, zoning, and creating development ordinances so that development may occur. The revenues are based on approximately 48 single family housing permits, a new apartment complex, a few new institutional and commercial buildings, and various remodels and additions.

Street Fund (Fund 02)
\$1,631,491

The primary revenue source for this fund is the State gas tax. Revenues are received monthly from DMV, Highway Division, and Motor Carrier Transportation Branch net receipts collected. This resource, based on a per capita formula, must be used to build and maintain City streets, sidewalks, and bikeways in accordance with the State Constitution. Funds from the State remain low for a city the size of Newberg in order to maintain its current street system and to meet its growing needs. An increase of \$0.06 in state gas tax implemented in January 2011 has not resulted in additional revenues allocated to the City as initially anticipated. Other resources include engineering fees and interest earnings.



Building Inspection Fund (Fund 08)

\$297,765

State law requires that fees collected to enforce the State Building Codes be dedicated to the Building Inspection program. The Building Inspection program is kept in a separate fund to ensure compliance with the law. The revenues are based on approximately 48 single family housing permits, a new apartment complex, a few new institutional and commercial buildings, and various remodels and additions. The City also earns additional revenue for providing Building Inspection services to neighboring cities. This activity did continue, but not as expected during the 2011-12 fiscal year. The City anticipated revenues of \$40,000 but is estimating only \$22,000 to be the actual revenue received in FY 2011-12. Unfortunately, because overall building activity has slowed within the City the result was a budget reduction of 1.9 FTE in the Fund for fiscal year 2011-12 and will be another 0.5 FTE for fiscal year 2012-13.

Governmental Funds: Special Revenue Funds

Civil Forfeiture Fund (Fund 03)

\$5,000

The major revenue source for this fund is forfeiture funds. The activity in this fund has decreased over the years, primarily due to the changes in law dealing with drug forfeitures. The fund will remain open for future revenues and regulated uses.

9-1-1 Emergency Fund (Fund 13)

\$203,059

The State 9-1-1 telephone tax is dedicated to establish, enhance or maintain the City's 9-1-1 system. The City also receives 9-1-1 money from Yamhill County to finance the portion of the City's system that serves areas in the northeast part of the County, outside the City limits.

Economic Development Fund (Fund 14)

\$429,539

In the past, the primary revenue source for this fund has been loan principal and interest payments from businesses who borrowed funds from the City to either build or expand their business. The fund also includes the City's business license fee to help support general economic development activities. At the commencement of fiscal year 2012-13, it is not anticipated that there will be any active business loans in repayment. However, the 2012-13 budget does allow for new loans to be made should the opportunity arise. Economic development activities undertaken by staff continue to be paid for out of this fund. A reduction of 0.4 FTE has been implemented in the 2012-13 budget.

Public Safety Fee Fund (Fund 16)

\$541,294

The City Council adopted a Public Safety Fee in 2009-10 to provide additional police services to the community. Three police officer positions are supported by this resource. The fee of \$3 per equivalent dwelling unit per month is charged via utility billing. The 2012-13 budget continues to provide funding for this service at the same level.

Library Gift & Memorial Fund (Fund 22)

\$345,406

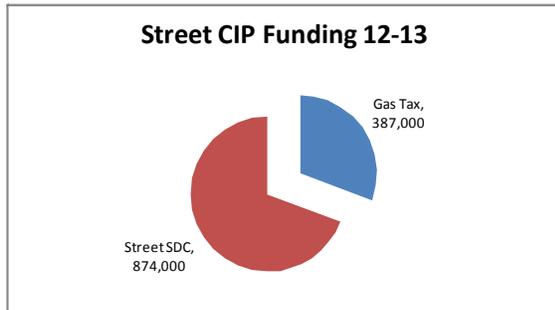
This fund accounts for gifts the City receives for the Library. Gifts are increased in anticipation of the Children’s Library remodel.

Cable TV Fund (Fund 23)

\$41,672

This fund accounts for money received from the closing of the office of the local cable TV company in 2000-01 and annual scholarship funds received from Comcast, a current local cable TV company. The final annual scholarship of \$10,000 was received during the 2011-12 fiscal year. There are no revenues anticipated for the future.

Governmental Funds: Capital Projects



Street Capital Projects Fund (Fund 18)

\$1,257,200

This fund is supported by grants and transfers from the Street Fund and the Street Systems Development Fund.

Animal Shelter Fund (Fund 24)

\$201,289

This fund is accumulating receipts from fundraising activities and donations with the intent of building a new facility for an animal shelter. This program started in 2001 and has a task force assigned by the City Council to oversee future construction actions. During FY 09-10 property was purchased by the City for a new shelter site. The shell of the new animal shelter facility began in FY 11-12 and is anticipated to be completed in FY 2012-13.

Fire & EMS Equip Fee Fund (Fund 33)
\$1,215,383

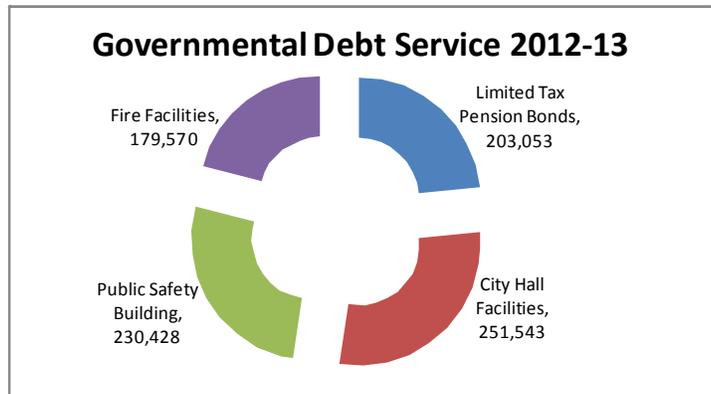
In May of 1996 a fire fee was established for the purpose of replacing rolling stock and rescue equipment for the Newberg Fire Department and was continued by the Council in June 2004. The revenues are collected monthly from all in-city utility customers based on water meter size. The Fire Department plans to lease purchase a new fire engine over the next three years totaling \$601,499.84.

Street Systems Development Fund (Fund 42)
\$2,433,872

Street systems development charges are reviewed periodically in conjunction with a review of street capital project plans and the Transportation System Plan. The charge is based on the Transportation System Plan for expansion of the system which is required because of new development. Systems development revenue projections are based on anticipated new development. The Street SDC charge is adjusted annually for inflation.

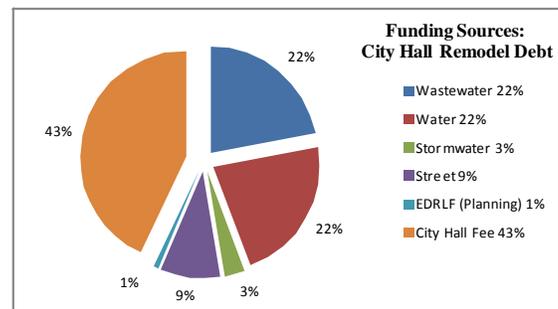
Governmental Funds: Debt Service
Debt Service Fund (Fund 09)
\$1,048,557

Property Taxes collected for debt cover the current principal and interest payments for the Public Safety Building Bond and Fire Facilities Bond. The debt service payments for the Certificates Of Participation which financed the City Hall remodel are supported by a fee on development permits and facility space rent (See City Hall Fund). Internal Charges to each department based on wages are collected for the Pension Bond. The chapter on Debt Service explains this fund in more detail.



City Hall Fund (Fund 10)
\$662,394

The purpose of the City Hall fund is to collect revenues for the repayment of the City Hall bonded debt. There are two resources for funding the debt. 1) A City Hall fee is charged as a percentage (.25%) on estimated value at the time of building permit issuance. For



budgeting purposes, revenue budgeted is based on the anticipated value of future building permits. 2) A facility charge is collected from several departments within City Hall. They are the Wastewater, Water, Stormwater, Economic Development, and Street Funds. These charges are dedicated to the repayment of the City Hall bonded debt. Revenues in this fund have decreased over the past few fiscal years as construction activity has slowed.

BUSINESS TYPE ACTIVITIES

Business Type Activities: Operating Funds

Emergency Medical Services Fund (Fund 05)

\$1,568,774

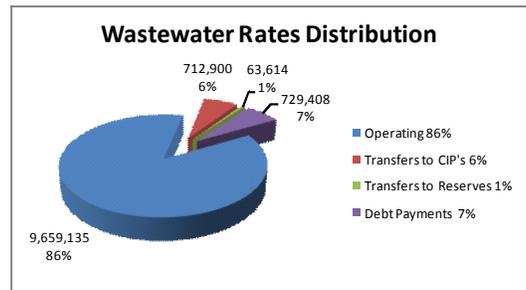
As of July 1, 1994, the City assumed the ambulance service that had been provided by the local hospital. Revenues to support this service come from user fees and membership services. Call volume and number of transported patients affect this fund and service (see statistics under Fire). Major changes in Medicare went into effect several years ago which have negatively impacted revenues. The City closely monitors these rules and their effect on ambulance receipts. Rates were last increased February 2011 and will be adjusted annually for inflation.

Wastewater Fund (Fund 06)

\$11,165,057

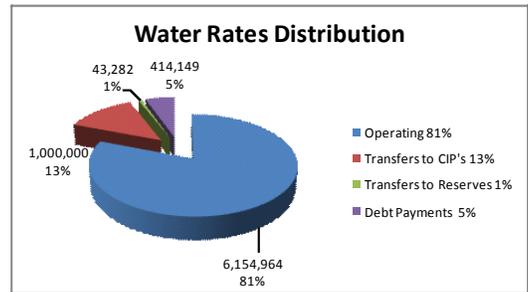
The major resource for the Wastewater Fund is monthly user fees. The Citizens' Rate Review Committee meets biannually to review rates. Expected revenues reflect a fee schedule sufficient to cover all costs, including debt service and replacement reserves (depreciation). The Citizens' Rate review committee met in 2011-12 to study all utility rates to make recommendations for the next two fiscal years.

The budget for this fund is based upon a zero rate increase for 2012-13. The approval of this rate structure will be considered by City Council at the end of fiscal year 2011-12. Rates adopted by the governing body will take effect on January 1, 2013. Periodic rate increases are necessary to ensure funding for debt repayments and to commence projects on the City's Capital Improvement Projects list from the adopted Facilities Master Plan.



Water Fund (Fund 07)
\$8,049,936

The major resource for the Water Fund is monthly user fees. The Citizens' Rate Review Committee meets biannually to review rates. Expected revenues reflect sufficient revenues to cover all expenses, including debt service and replacement reserves (depreciation). The Citizens' Rate review committee met in 2011-12 to study all utility rates to make



recommendations for the next two fiscal years. The budget for this fund is based upon a zero rate increase for 2012-13. The approval of this rate structure will be considered by City Council at the end of fiscal year 2011-12. Rates adopted by the governing body will take effect on January 1, 2013. Periodic rate increases are necessary to ensure funding for debt repayments and to commence projects on the City's Capital Improvement Projects list from the adopted Facilities Master Plan.

Stormwater Fund (Fund 17)
\$1,596,721

In August 2003 the Stormwater fee was instituted. This fee is used to maintain the City's Stormwater drainage system. The Citizens' Rate Review Committee meets biannually to review rates. Expected revenues will cover all maintenance expenses and limited capital improvement projects. The Citizens' Rate review committee met in 2011-12 to study all utility rates to make recommendations for the next two fiscal years. The budget for this fund is based upon a 17.5% rate increase for 2012-13. The approval of this rate structure will be considered by City Council at the end of fiscal year 2011-12. Rates adopted by the governing body will take effect on January 1, 2013.

Wastewater Rates Reserve Fund (Fund 26)
\$1,233,941

The Wastewater Reserve fund is supported by wastewater utility user fees through transfers. Funds are moved to the reserve to save for future capital projects relating to the wastewater system.

Water Rates Reserve Fund (Fund 27)
\$2,960,868

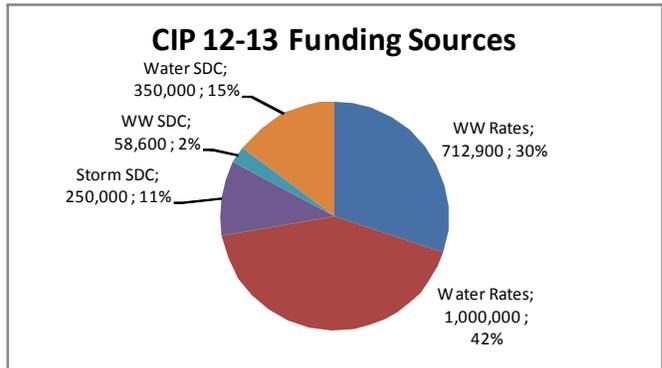
The Water Reserve fund is supported by water utility user fees through transfers. Funds are moved to the reserve to save for future capital projects relating to the water system.

Business Type Activities: Capital Project Funds

Capital Projects Fund (Fund 04)

\$2,371,500

The fund is supported through transfers as projects progress to completion. These transfers are from Water, Wastewater and Stormwater rates, systems development charges, and some grants and contributions.



Wastewater Financed CIP's (Fund 36)

\$7,980,258

This fund is designed to account for wastewater Capital Projects that require outside funding. For fiscal year 2010-11, the City received a loan from the Department of Environmental Quality to engineer and construct a portion of the wastewater treatment plant repair, renovation and expansion. The engineering and construction will continue into 2012-13.

Water Financed CIP's (Fund 39)

\$0

This fund is designed to account for water Capital Projects that require outside funding. During fiscal year 2012-13, the City does not anticipate outside funding for any water Capital Improvement Projects.

Stormwater Systems Development Fund (Fund 43)

\$598,997

The development charges are based on capital improvement master plans for expansion of the systems due to new development. Systems development revenue projections are based on anticipated new development. The Stormwater SDC charge is adjusted annually for inflation.

Wastewater Systems Development Fund (Fund 46)

\$1,951,629

The development charges are based on capital improvement master plans for expansion of the systems due to new development. Systems development revenue projections are based on anticipated new development. The Wastewater SDC charge is adjusted annually for inflation.

Water Systems Development Fund (Fund 47)
\$1,797,172

The development charges are based on capital improvement master plans for expansion of the systems due to new development. Systems development revenue projections are based on anticipated new development. The Water SDC charge is adjusted annually for inflation.

Business Type Activities: Debt Service Funds

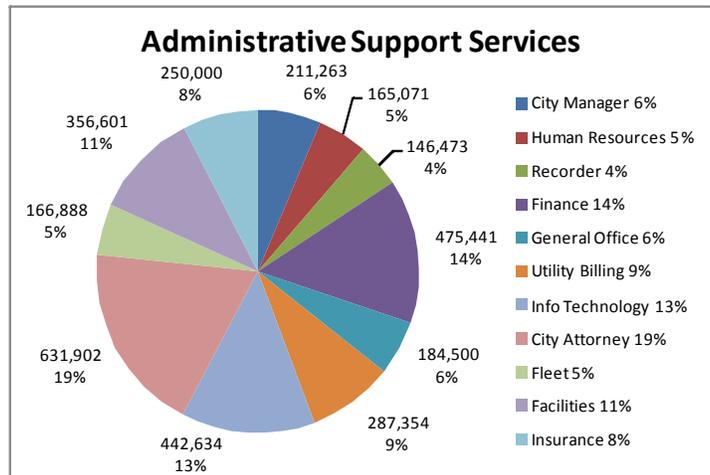
Proprietary Debt Service Fund (Fund 15)
\$0

In previous years, this fund accounted for the debt service payments of capital project debt for water and wastewater. These payments have now been moved to the Water, Water System Development, Wastewater, and Wastewater System Development Funds. Please see the Debt Service section of the budget for more information.

INTERNAL SERVICE FUNDS

Administrative Support Services (Fund 31)
\$3,735,957

This fund provides services internally to City departments. Revenues are reimbursements based on services used. Charges for the City Manager’s Office are based on percent of budget; charges for Human Resources are based on departmental FTE; Finance is based on percent of operating budget; Information Technology is based on the percentage of service calls; Legal is based on the City Attorney’s time; Fleet is based on the number of department vehicles serviced by the Fleet staff; and Facilities is based on several factors including square footage.



Vehicle/Equipment Replacement Fund (Fund 32)
\$2,183,548

Replacement schedules for vehicles and major equipment are based on the City’s depreciation schedule. Funds are transferred annually from the corresponding departments based on future needs. In the FY 12-13, due to budget reductions, transfers to reserves have been either reduced or eliminated.

2012-13 Budget Summary

Fund	Fund No.	Beginning Fund Balance	Resources		Less Expenses		Ending Fund Balance	
			Revenues	Transfers In	Expenditures	Transfers Out	Contingencies	Reserves *
Governmental Funds								
<u>Major Governmental Funds</u>								
General	1	\$ 1,975,146	\$ 10,950,214	\$ -	\$ 11,574,115	\$ 64,019	\$ 187,226	\$ 1,100,000
Street	2	383,443	1,248,048	-	1,096,257	282,908	252,326	-
Building Inspection	8	-	297,765	-	293,481	-	4,284	-
<u>Special Revenue Funds</u>								
Civil Forfeiture	3	-	5,000	-	5,000	-	-	-
9-1-1 Emergency	13	69,809	133,250	-	197,832	-	5,227	-
Economic Development	14	388,039	41,500	-	292,463	1,861	135,215	-
Public Safety	16	221,894	319,400	-	348,117	-	193,177	-
Library Gift/Memorial	22	181,956	163,450	-	170,600	-	174,806	-
Cable TV	23	41,522	150	-	15,000	-	26,672	-
<u>Capital Projects Funds</u>								
Street Capital Projects	18	145,700	620,500	491,000	1,111,000	-	146,200	-
Animal Shelter	24	191,089	10,200	-	201,289	-	-	-
Fire & EMS Equipment Fee	33	453,383	742,000	20,000	1,051,000	-	164,383	-
Street Systems Development	42	2,179,192	254,500	180	-	231,000	2,202,872	-
<u>Debt Service Funds</u>								
Debt Service	9	182,693	733,257	132,607	864,594	-	-	183,963
City Hall	10	589,694	72,700	-	-	107,838	-	554,556
Business Type Activity Funds								
<u>Operating Funds</u>								
Emergency Medical Services	5	142,574	1,426,200	-	1,409,988	20,000	138,786	-
Wastewater	6	4,515,552	6,629,866	19,639	4,729,786	776,514	5,658,758	-
Water	7	3,634,884	4,415,052	-	3,377,863	1,480,823	3,191,251	-
Stormwater	17	764,342	832,379	-	857,879	-	738,843	-
Wastewater Replace & Reserve	26	1,164,346	5,981	63,614	-	-	-	1,233,941
Water Replace & Reserve	27	2,900,586	17,000	43,282	-	-	-	2,960,868
<u>Capital Projects Funds</u>								
Capital Projects	4	-	-	2,371,500	2,371,500	-	-	-
Wastewater Financed CIP's	36	-	7,980,258	-	7,980,258	-	-	-
Stormwater Systems Development	43	356,363	242,500	134	-	250,000	348,997	-
Wastewater Systems Development	46	1,414,715	536,260	654	284,294	58,600	1,608,735	-
Water Systems Development	47	862,519	473,700	460,953	844,720	350,000	602,452	-
Internal Service Type Funds								
Administrative Support Services	31	578,148	3,157,809	-	3,318,983	-	416,974	-
Vehicle/Equipment Replacement	32	1,492,384	671,164	20,000	760,000	-	1,423,548	-
Total		\$ 24,829,973	\$ 41,980,103	\$ 3,623,563	\$ 43,156,018	\$ 3,623,563	\$ 17,620,730	\$ 6,033,328

* Fund 1, 9, and 10 Reserves include Unappropriated Fund Balances of \$1,100,000, \$183,963, and \$554,556 respectively.

Total Budget \$ 70,433,639

City Wide Financial Overview

DESCRIPTION	BUDGET 2011-12	BUDGET 2012-13	PERCENT CHANGE
RESOURCES			
Working Capital	\$ 23,810,381	\$ 24,829,973	4.28%
Property Taxes	6,428,693	6,586,505	2.45%
Other Taxes	1,674,250	1,777,270	6.15%
Licenses & Fees	1,863,450	2,731,850	46.60%
Charges for Services	12,149,493	13,083,142	7.68%
Intergovernmental	3,597,801	3,368,832	-6.36%
Fines & Forfeitures	732,000	642,788	-12.19%
Loan Payments	2,900	8,900	206.90%
Financing Agreements	9,626,844	9,102,258	-5.45%
Interest Earnings	94,900	92,811	-2.20%
Donations	155,000	175,000	12.90%
Miscellaneous	80,300	89,705	11.71%
Current Revenue	36,405,631	37,659,061	3.44%
Internal Charges	4,321,888	4,321,042	-0.02%
Operating Transfers	3,944,982	3,623,563	-8.15%
Internal Resources	8,266,870	7,944,605	-3.90%
TOTAL ALL RESOURCES	\$ 68,482,882	\$ 70,433,639	2.85%
EXPENSES			
Personal Services	\$ 15,746,500	\$ 16,064,818	2.02%
Materials & Services	10,410,679	9,861,245	-5.28%
Capital Outlay	2,639,428	2,188,743	-17.08%
Operating Budget	28,796,607	28,114,806	-2.37%
Capital Projects	13,738,792	11,654,047	-15.17%
Debt Service	3,135,301	3,137,165	0.06%
Insurance	249,924	250,000	0.03%
Transfers	3,944,982	3,623,563	-8.15%
Non-operating Budget	21,068,999	18,664,775	-11.41%
Contingency	12,769,329	17,620,730	37.99%
Reserves	3,965,441	4,194,809	5.78%
TOTAL EXPENSES	\$ 66,600,376	\$ 68,595,120	3.00%
Unappropriated Fund Balance	1,882,506	1,838,519	-2.34%
TOTAL	\$ 68,482,882	\$ 70,433,639	2.85%
Difference Between Resources & Expenses	-	-	
Total FTE	158.75	152.45	-3.97%

Property Tax Revenues

The State of Oregon has a constitutional limit on property taxes for governmental operations. Under the limitation, tax revenue is separated into those for public schools and those for local governments other than public schools. The limitation specifies a maximum rate for all local government operations of \$10.00 per \$1,000 of real market value, while schools are similarly limited to a \$5.00 maximum rate. Local government taxes in the City currently do not exceed the \$10.00 rate limit; however, this limitation may affect the availability of future tax revenues for the City.

In May 1997, voters approved Measure 50 which rolled back assessed values to 90% of 1995-96 and limits future increases of taxable assessed values to 3% per year, except for major improvements. Tax rates are now fixed and not subject to change. Voters may approve local initiatives above the fixed rate provided a majority approves the levy. Local option levies held during the months of March and September require a double majority vote in order to pass.

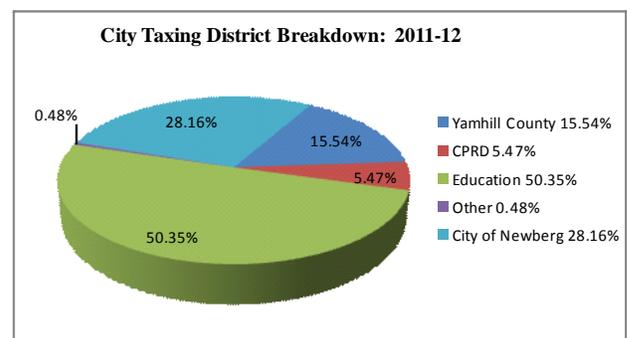
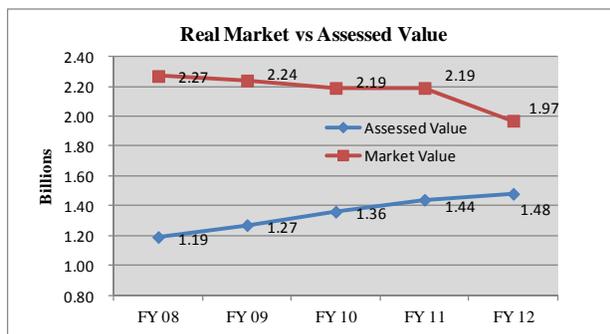
In Newberg, the permanent tax rate is \$4.3827 per \$1,000 of assessed valuation. Taxes from the permanent rate are recorded in the General Fund. No local initiative is outstanding. In addition to the permanent rate is a debt service levy. The levy is for a stipulated amount of taxes from which the county assessor's office computes a tax rate. For FY 2011-12, the bond levy was \$0.2872 per thousand of assessed value.

TAXES LEVIED

	Actual 2009-10	Actual 2010-11	Actual 2011-12	Estimated 2012-13
Taxes - General Fund	\$ 5,979,370	\$ 6,361,289	\$ 6,598,545	\$ 6,550,280
Bonded Debt	425,000	450,000	425,000	425,000
TOTAL TAX LEVIED	\$ 6,404,370	\$ 6,811,289	\$ 7,023,545	\$ 6,975,280
% Change	6.31%	6.35%	3.12%	-0.69%

ASSESSED VALUES

	Actual 2009-10	Actual 2010-11	Actual 2011-12	Estimated 2012-13
Prior Year Assessed Value	\$ 1,271,921,638	\$ 1,364,210,006	\$ 1,441,923,513	\$ 1,479,778,703
Change in Value	92,288,368	77,713,507	37,855,190	14,797,787
TOTAL ASSESSED VALUE	\$ 1,364,210,006	\$ 1,441,923,513	\$ 1,479,778,703	\$ 1,494,576,490
% Change	7.26%	5.70%	2.63%	1.00%



City of Newberg Multi-Fund Transfer Matrix

<i>Transfers In</i>	04	06	09	18	26	27	32	33	42	43	46	47
	Capital Projects	Wastewater	Governmental Debt Service	Street Capital Projects	Wastewater Rate Reserves	Water Rate Reserves	Vehicle/Equip Replacement	Fire & EMS Equip Fee	Street SDC	Stormwater SDC	Wastewater SDC	Water SDC
<i>Transfers Out</i>	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)
01 General		19,639					20,000		180	134	654	23,412
02 Street			22,908	260,000								
05 EMS								20,000				
06 Wastewater	712,900				63,614							
07 Water	1,000,000					43,282						437,541
10 City Hall			107,838									
14 Economic Development			1,861	-								
17 Stormwater	-											
42 Street Systems Development				231,000								
43 Stormwater Systems Development	250,000											
46 Wastewater Systems Development	58,600											
47 Water Systems Development	350,000											
Total	\$ 2,371,500	\$ 19,639	\$ 132,607	\$ 491,000	\$ 63,614	\$ 43,282	\$ 20,000	\$ 20,000	\$ 180	\$ 134	\$ 654	\$ 460,953

- (a) See Capital Projects Section
- (b) Debt payment for Animal Shelter
- (c) See Debt Section
- (d) See Capital Projects Section
- (e) Transfer from Rates to Reserves
- (f) Transfer from Rates to Reserves
- (g) Transfer General Fund Emergency Computer Replacement Contributions
- (h) Transfer Ambulance Contributions
- (i) Transfer for Interfund Loan Animal Shelter and Debt Payments in SDC Fund
- (j) Transfer for Interfund Loan Animal Shelter and Debt Payments in SDC Fund
- (k) Transfer for Interfund Loan Animal Shelter and Debt Payments in SDC Fund
- (l) Transfer for Interfund Loan Animal Shelter and Debt Payments in SDC Fund

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DEBT SERVICE FUNDS

OVERVIEW

Uses of Debt

Debt shall not be used for operating purposes unless borrowed funds can be obtained at an interest rate which is lower than the City could earn on its own invested funds (arbitrage). No debt shall be in existence for longer than the useful life of the capital investment for which the debt was incurred.

Financing Alternatives

The City will examine all financial alternatives in addition to long-term debt. These alternatives will include pay-as-you go, reserve funds, lease-purchase, local improvement districts, and special assessments, borrowing from other funds, system development charges, and developer contributions. Before a decision is made, a cost benefit analysis will be performed for each alternative being considered with the goal of minimizing the cost of financing to the City. The Finance Director shall review all financial analyses prior to any final decision.

Credit Ratings and Disclosure

The City will adhere to recommended disclosures by the Public Securities Association, the Government Finance Officers Association, the Municipal Securities Rulemaking Board and the Governmental Accounting Standard Board. The City maintains an A1 bond rating from Moody's. This rating reflects Moody's Global Scale Rating implementation.

Bond Issuance Advisory Fees and Costs

The City shall be actively involved in the selection of all financial advisors, underwriters, paying agents and bond counsel. The City will evaluate the merits of rotating professional advisors and consultants and the various services and fee structures available from independent financial advisors, investment banking firms and commercial banks. The City shall carefully review and keep to a minimum all costs associated with the issuance of debt. The City will balance its need to keep these costs to a minimum with its goal of conducting business with stable, low risk and credit worthy firms.

Debt Service Fund

The City has one debt service fund. The Debt Service Fund makes payments on all debt relating to governmental activities (services which are primarily supported from property taxes and other fees). The debt related to business-type activities is paid out of the individual funds (services supported via user charges such as EMS, Water, Wastewater, and Stormwater).

GOVERNMENTAL ACTIVITY DEBT

The following types of debt are accounted for in a single fund called the Debt Service Fund.

Property Tax Supported

General Obligation – General obligation bonds are voter approved debt sold to finance major projects that will benefit all citizens in the City. The City levies property taxes to generate revenue to pay the annual debt payments.

Limited Tax Pension Bonds – In May of 2004, the City issued Limited Tax Pension Bonds to finance a portion of the estimated unfunded actuarial liability with the Oregon Public Employees Retirement System (OPERS). The bonds are scheduled to be repaid from internal operating charges to departments that have employees who participate in the OPERS plan. The majority of these employees are compensated from General Fund resources.

Dedicated Resources

Certificates of Participation – In 1999, the City issued Certificates of Participation (COPs) to fund improvements to the City Hall facility. COPs are scheduled to be repaid from a City Hall fee of .25% on estimated value of new construction at the time of building permit issuance. Additional resources to pay for this debt come from internal charges to the departments that have offices within the facility.

BUSINESS TYPE ACTIVITY DEBT

The City has other debt recorded within the Proprietary Funds relating to business-type activities.

Operating Revenue Supported

Notes Payable – In 2002, the City entered into a loan agreement with the State of Oregon for \$4,700,000 to construct an additional water reservoir and related transmission line. Water user fees are dedicated to pay the debt service on this obligation.

In 2003, the City obtained a \$2,810,000 loan from the State of Oregon to make substantial improvements to the composter odor control mechanism and headworks at the Wastewater Treatment Plant. Proceeds were also used to make improvements to the College Street wastewater line. This debt is to be repaid from user fees from the Wastewater Fund.

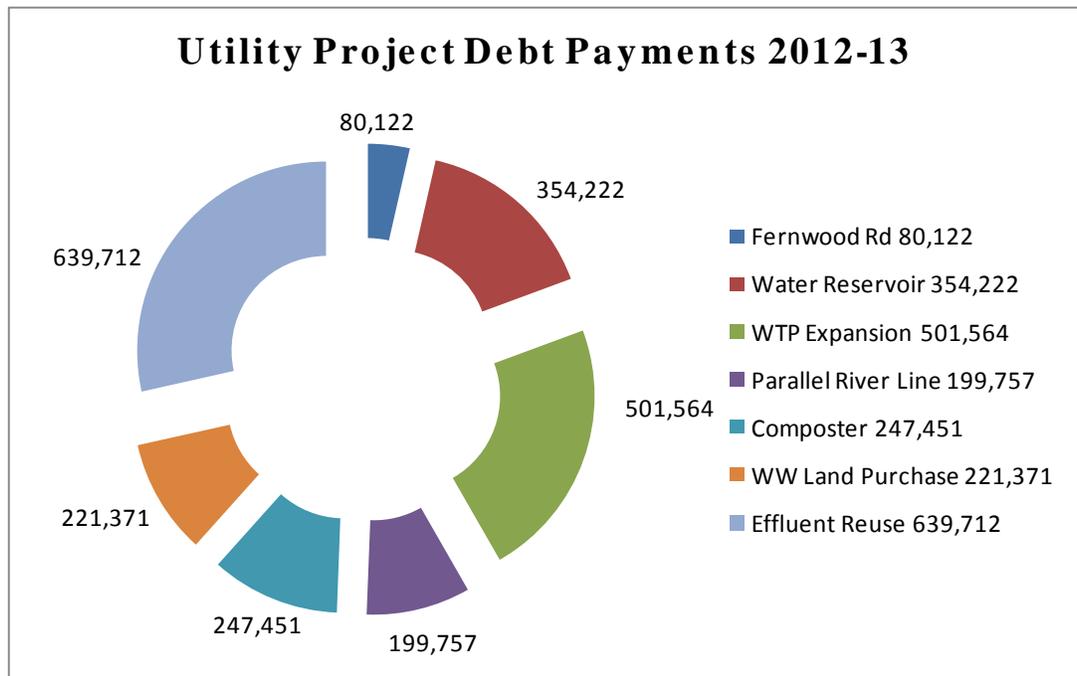
During July of 2009, the City obtained a \$1,930,000 loan with US Bank to purchase land for future expansion of the wastewater treatment plant and other City facilities. The City's full faith and credit is pledged to pay the loan, however, wastewater rates are the anticipated repayment source.

SDC Revenue Supported

Notes Payable – In 1999, the City entered into a loan agreement with the State of Oregon for \$1,000,000 to improve the water and wastewater systems on vacant land in the Fernwood Road area. The loan is scheduled to be repaid 65% out of wastewater system development revenues and 35% out of water system development revenues.

In April of 2007, the City obtained two loans from the State of Oregon for water system improvements. The first loan of \$6,670,000 was used to make capacity improvements at the Water Treatment Plant and to drill an additional well. This obligation is scheduled to be repaid from water system development revenues. The second loan of \$2,640,000 was used to install an additional water pipeline to the Water Treatment Plant. The resources for this debt repayment will be derived 70% from water system development revenues and 30% from water user fees.

During May of 2009, a loan was executed with the State of Oregon for \$8,525,632. The proceeds were used to construct a treatment facility to process wastewater for irrigation purposes. Repayment will be made with 27.4% from water system development charges, 36.3% from wastewater system development charges, and 36.3% from wastewater user fees.



SUMMARY OF DEBT SERVICE OBLIGATIONS

The following table summarizes the City's outstanding debt as of July 1, 2012 by debt type and debt service requirements during fiscal year 2012-13. Different types of debt are paid from different funding sources.

DEBT AND FUNDING SOURCES

Type of Debt	Principal Outstanding 7/1/2012	Debt Service 2012-13	Fund Resource Used
General Obligation	\$ 1,630,000	\$ 409,998	Debt Service - Property Tax
Certificates of Participation	1,620,000	251,543	City Hall Fee & Operating Charges
Limited Tax Pension Bonds	2,630,000	203,053	Operating Charges - all funds w/ OPERS
State of Oregon Loans (Water):			
Fernwood Rd Water Improvements	141,348	28,043	Water SDCs
Water Reservoir and Transmission Line	3,005,743	354,222	Water Operating
WTP Expansion & Well #8	5,507,228	501,564	Water SDCs
Parallel River Line	2,186,436	199,758	30% Water Operating, 70% Water SDCs
Effluent Reuse	2,016,783	175,282	27.4%Water SDCs
State of Oregon Loans (Wastewater):			
Fernwood Rd Wastewater Improvements	262,503	52,079	Wastewater SDCs
Composter, Headworks and College St	1,494,597	247,451	Wastewater Operating
Effluent Reuse	5,345,898	464,430	36.3% Wastewater SDCs, 36.3% Wastewater Rates
WWTP Land Expansion-Bank Loan	1,351,000	249,742	Wastewater Operating
Total Debt	\$ 27,191,536	\$ 3,137,165	

Legal Debt Limits

Under Oregon statutes, the City is limited in the amount of outstanding general obligation bonded debt to three percent of real market value. The statutory limit specifically excludes full faith and credit obligations, water, wastewater, and storm water debts.

The following schedule depicts the City's legal debt capacity and indicates the amount of marginal capacity available:

Statutory Debt Limitation Estimated as of June 30, 2012

Real Market Value		\$ 1,956,379,200
Debt capacity at 3%		58,691,376
Less outstanding debt	\$ (1,630,000)	
Plus cash on hand ¹	182,000	
Net debt subject to 3% limit		(1,448,000)
Marginal capacity		\$ 57,243,376

¹ Estimated cash in debt service fund at June 30, 2012

Summary of Future Debt Service

The following summary shows the future debt service requirements (scheduled principal and interest) by each debt type. Detail about each individual borrowing follows the summary:

Fiscal Year	Principal by Debt Type				Total Principal	Total Future Interest
	General Obligation Debt	Certificates of Participation	Limited			
			Tax Pension Bonds	Loans		
2012-13	\$ 330,000	\$ 165,000	\$ 45,000	\$ 1,352,223	\$ 1,892,223	\$ 1,244,942
2013-14	350,000	175,000	55,000	1,394,794	1,974,794	1,164,036
2014-15	370,000	185,000	70,000	1,437,773	2,062,773	1,077,979
2015-16	390,000	195,000	80,000	1,486,465	2,151,465	985,472
2016-17	190,000	205,000	95,000	1,550,563	2,040,563	893,855
2017-29	-	695,000	2,285,000	14,089,718	17,069,718	4,726,545
	<u>\$ 1,630,000</u>	<u>\$ 1,620,000</u>	<u>\$ 2,630,000</u>	<u>\$ 21,311,536</u>	<u>\$ 27,191,536</u>	<u>\$ 10,092,829</u>

DEBT SERVICE OBLIGATIONS BY ISSUANCE

General Obligation Debt

In June 1997, public safety bonds totaling \$2,950,000 were issued to construct the Public Safety Building. This facility houses the police department, court, and 911 communications. Interest rates on the bonds vary between 3.7%-5.4%, with a final maturity due in December of 2016.

In March 1998, fire facility bonds totaling \$2,395,000 were issued to construct a new fire substation on the East side of the City (Station 21). The interest rate on this obligation varies between 4.0%-5.1%, with a final maturity due in March of 2017.

The tax rate levied to fund this debt was 28 cents per \$1,000 of assessed valuation in fiscal year 2011-12.

Funding Source:
Property Taxes

FY	Principal	Interest	Total
2012-13	\$ 330,000	\$ 79,998	\$ 409,998
2013-14	350,000	62,780	412,780
2014-15	370,000	44,025	414,025
2015-16	390,000	24,240	414,240
2016-17	190,000	9,210	199,210
Total	<u>\$ 1,630,000</u>	<u>\$ 220,253</u>	<u>\$ 1,850,253</u>

Certificates of Participation (COPs)

Proceeds from Certificates of Participation sold in December of 1999 were used to completely remodel City Hall. City Hall houses the City's administrative staff, planning, building, and engineering divisions. The debt is repaid from the City Hall Fee of 0.25% on assessed value of all new construction. This fee is collected when a building permit is issued. The remaining debt obligation is charged to the departments that occupy the facility. Wastewater, Water, Economic Development and Street Fund all contribute annually. The interest rate on the obligation varies between 4.0% and 5.35% and final maturity is November of 2019.

Funding Source:

City Hall Fee and Operating Charges

FY	Principal	Interest	Total
2012-13	\$ 165,000	\$ 86,543	\$ 251,543
2013-14	175,000	77,445	252,445
2014-15	185,000	67,725	252,725
2015-16	195,000	57,465	252,465
2016-17	205,000	46,255	251,255
2017-20	695,000	61,915	756,915
Total	<u>\$ 1,620,000</u>	<u>\$ 397,348</u>	<u>\$ 2,017,348</u>

Limited Tax Pension Bonds

During May 2004, the City issued Limited Tax Pension Bonds totaling \$2,720,000 to finance a portion of the estimated unfunded actuarial liability with the Oregon Public Employees Retirement System (OPERS). The debt is scheduled to be repaid via payroll charges to departments that employ staff participating in OPERS. The majority of these employees are funded by the General Fund. The bonds reach final maturity in June 2028 with interest rates ranging from 4.596%-6.095% over the life of the obligation.

Funding Source:

Operating Charges

FY	Principal	Interest	Total
2012-13	\$ 45,000	\$ 158,053	\$ 203,053
2013-14	55,000	155,646	210,646
2014-15	70,000	152,581	222,581
2015-16	80,000	148,611	228,611
2016-17	95,000	143,994	238,994
2017-28	2,285,000	945,005	3,230,005
Total	<u>\$ 2,630,000</u>	<u>\$ 1,703,890</u>	<u>\$ 4,333,890</u>

Water Notes Payable

To provide funding to construct a new water reservoir and transmission line, the City entered into a \$4,700,000 loan agreement with the State of Oregon in December of 2002. The note carries a varying interest rate of 3.0%-4.75% over its 20 year term. Principal and interest are paid from water system net operating revenues. Final maturity is in December 2022.

Funding Source:

Water Revenues

FY	Principal	Interest	Total
2012-13	\$ 222,608	\$ 131,614	\$ 354,222
2013-14	229,018	123,267	352,285
2014-15	235,540	114,335	349,875
2015-16	247,161	104,913	352,074
2016-17	258,890	94,780	353,670
2017-23	1,812,526	307,779	2,120,305
Total	\$ 3,005,743	\$ 876,688	\$ 3,882,431

The City borrowed \$6,670,000 from the State of Oregon during fiscal year 2006-07 to expand the capacity of the Water Treatment Plant and to drill a new well. The note carries a varying interest rate of 4.0%-4.375% over a 20 year term. Principal and interest are paid from water system development charges. Final maturity is in December 2026.

Funding Source:

Water System Development Charges

FY	Principal	Interest	Total
2012-13	\$ 271,575	\$ 229,989	\$ 501,564
2013-14	283,438	219,126	502,564
2014-15	295,375	207,789	503,164
2015-16	307,390	195,974	503,364
2016-17	319,486	183,678	503,164
2017-26	4,029,964	1,013,853	5,043,817
Total	\$ 5,507,228	\$ 2,050,409	\$ 7,557,637

Water Notes Payable (continued)

In addition, during fiscal year 2006-07, the City constructed a new water supply pipeline to the Water Treatment Plant using loan proceeds from the State of Oregon in the amount of \$2,640,000. Water rates and system development fees will provide funding for future debt service payments over the 20 year term. The note carries a varying interest rate of 4.0%-4.375% and will mature in December of 2026.

Funding Source:

Water Operating/Water System Development Charges

FY	Principal	Interest	Total
2012-13	\$ 108,458	\$ 91,299	\$ 199,757
2013-14	114,197	86,960	201,157
2014-15	114,964	82,392	197,356
2015-16	120,763	77,794	198,557
2016-17	126,593	72,963	199,556
2017-26	1,601,461	401,672	2,003,133
Total	\$ 2,186,436	\$ 813,080	\$ 2,999,516

Wastewater Notes Payable

To provide funding for substantial improvements to the composter odor control mechanism and headworks system at the Wastewater Treatment Plant, the City entered into a \$2,810,000 loan agreement with the State of Oregon in December of 2003. This funding also allowed the City to make improvements to the College Street wastewater system as well. The note carries a varying interest rate of 3.0%-4.30% over its 15 year term. Principal and interest are paid from wastewater net operating revenues.

Funding Source:

Wastewater Revenues

FY	Principal	Interest	Total
2012-13	\$ 187,363	\$ 60,088	\$ 247,451
2013-14	198,536	53,296	251,832
2014-15	204,810	45,752	250,562
2015-16	211,203	37,559	248,762
2016-17	222,651	29,111	251,762
2017-19	470,034	30,338	500,372
Total	\$ 1,494,597	\$ 256,144	\$ 1,750,741

Wastewater Notes Payable (continued)

The City financed the purchase of land for future expansion of the wastewater treatment plant and other facilities in July of 2009. The loan was with US Bank in the amount of \$1,930,000 for a 10 year term. A full faith pledge of General Fund revenues backs this obligation, however, wastewater operating revenues are making the debt payments. The loan carries an interest rate of 4.25% annual and matures in April 2019.

Funding Source:

Wastewater Operating

FY	Principal	Interest	Total
2012-13	\$ 193,000	\$ 56,742	\$ 249,742
2013-14	193,000	48,636	241,636
2014-15	193,000	40,530	233,530
2015-16	193,000	32,424	225,424
2016-17	193,000	24,318	217,318
2017-19	386,000	24,318	410,318
Total	<u>\$ 1,351,000</u>	<u>\$ 226,968</u>	<u>\$ 1,577,968</u>

Split Funding Water/Wastewater Notes Payable

To improve the water and wastewater systems on vacant land in the Fernwood Road area, the City entered into a loan agreement with the State of Oregon for \$1 million in December of 1999. The loan is scheduled to be repaid by wastewater and water system development charges, however, a pledge of General Fund resources backs the obligation. The note carries an interest rate of 4.74 % with final maturity December 2017.

Funding Source:

Water/Wastewater System Development Revenues

FY	Principal	Interest	Total
2012-13	\$ 60,146	\$ 19,976	\$ 80,122
2013-14	60,639	17,059	77,698
2014-15	66,160	14,087	80,247
2015-16	66,707	10,846	77,553
2016-17	72,292	7,510	79,802
2017-18	77,907	3,896	81,803
Total	<u>\$ 403,851</u>	<u>\$ 73,374</u>	<u>\$ 477,225</u>

Split Funding Water/Wastewater Notes Payable (continued)

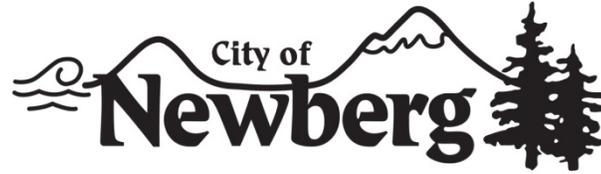
During fiscal year 2007-08, the City began to construct a facility to treat wastewater for irrigation purposes. The project also involved obtaining a new generator for emergency power at the Wastewater Treatment Plant. The total cost of the project was \$8,525,632 million and was financed by a loan with the State of Oregon. The term of the loan is 20 years and interest rates range between 3%-5.25%. Loan payments are made from both water and wastewater system development revenues and wastewater operating funds. Final maturity is December of 2028.

Funding Source:
Wastewater Operating/WW/Water System Development

FY	Principal	Interest	Total
2012-13	\$ 309,073	\$ 330,639	\$ 639,712
2013-14	315,966	319,821	635,787
2014-15	327,924	308,763	636,687
2015-16	340,241	295,646	635,887
2016-17	357,651	282,036	639,687
2017-29	5,711,826	1,937,769	7,649,595
Total	\$ 7,362,681	\$ 3,474,674	\$ 10,837,355

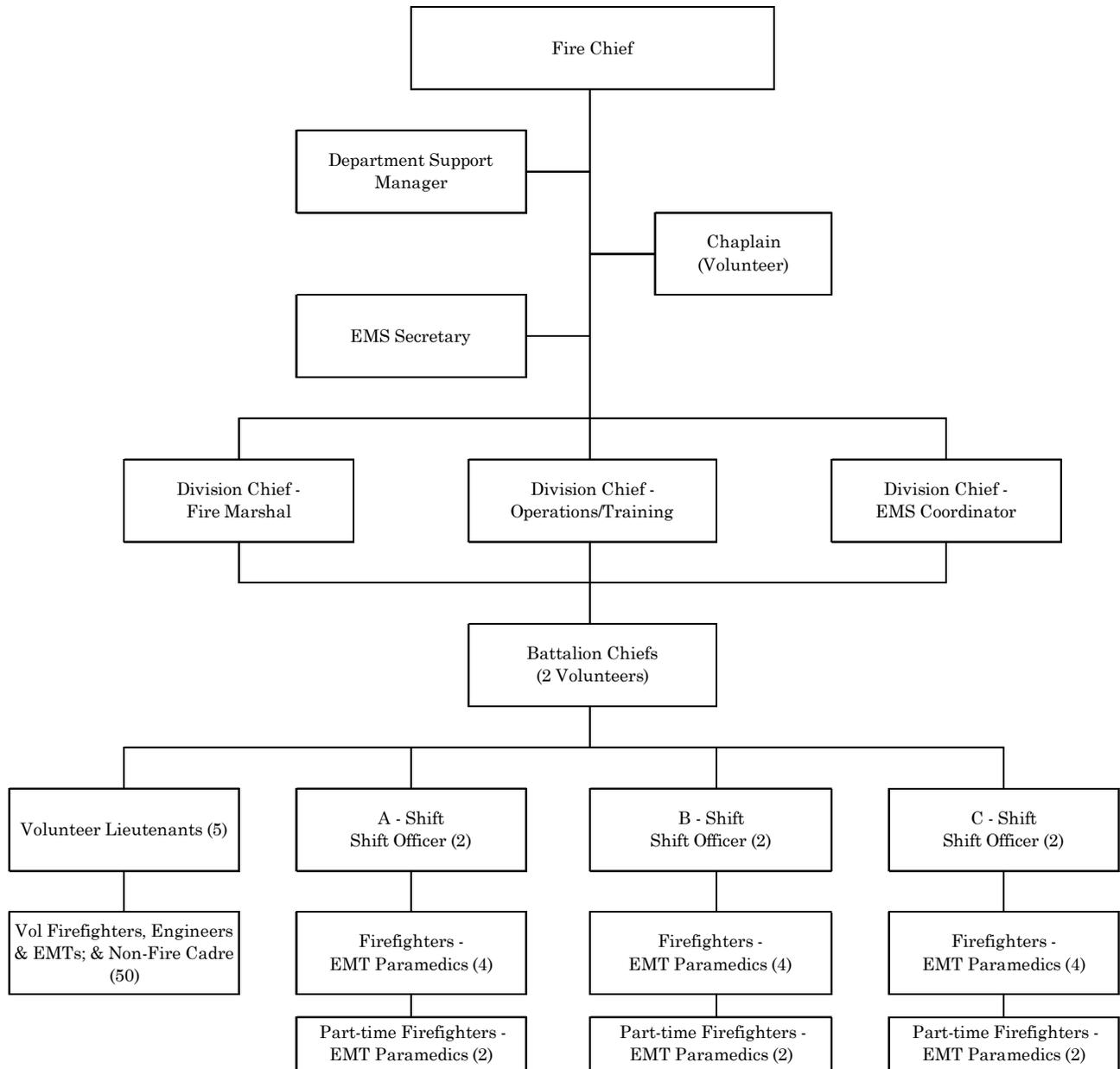
FUTURE DEBT PLANS

During fiscal year 2010-11, the City Council approved a loan from Clean Water State Revolving Loan Fund for \$11,409,645 to renovate and expand the wastewater treatment plant. Project expenditures commenced in fiscal year 2010-11 and are projected to continue into fiscal year 2012-13. Upon completion of the project, debt service payments will commence. The interest rate for the loan ranges between 2.88%-3.38% annually. The estimated balance of the loan at June 30, 2012 is \$1,646,586.



FIRE & EMERGENCY MEDICAL SERVICES

Fire Department



Fire Department

Program Description

The Fire Department (NFD) consists of four major divisions: Administration, Suppression, Prevention, and Emergency Medical Services. The Fire Department is fully integrated. Each department member has responsibilities in all four divisions and any action taken by a single division, affects all the other divisions. The Mission, Vision, Values, Goals, and Objectives are developed by and for the entire Fire Department. The focus and description of the department programs are to serve the citizens of Newberg in meeting the Department's Mission.

Mission Statement

To preserve and protect lives and property in the most effective and efficient manner possible.

Vision Statement

Serious About Service

Value Statements

- We value ethical and open-minded attitudes that foster innovation, new ideas, risk-taking, and actively seeking to understand others' viewpoints while remaining accountable for our own actions.
- We value a positive, respectful, and a professional image in the community.
- We value ongoing, open, honest, two-way communication with all segments of our internal and external community.
- We value high quality training and effective education of our team members.
- We value teamwork and cooperation in accomplishing our mission and vision.
- We value the fostering of proactive and positive relationships within our community.
- We value the ability to successfully empower individuals within the organization to carry out our mission.

OPERATIONS:

Highlights and Accomplishments of 2011-12

- Maintained NFD combination department.
- Completed re-model construction of Station 20 as part of a Federal grant received in 2009 that focused on safety and operational expansion needs.
- Put new 3,000 gallon water tender into service that was purchased by the Newberg Rural Fire Protection District at Station 21.
- Purchased and put into service three multi-gas monitors.
- Held representation on the Regional Fire Operations Group.
- Maintained all fire and EMS apparatus.
- Tested and certified all in-service hoses.
- Tested and certified all rated fire pumps.

- Tested and certified all fire ground ladders.
- Tested and certified NFD Aerial Ladder.
- Tested all City of Newberg hydrants.
- Assisted the Newberg Firefighter Volunteer Association with execution of the Toy & Joy Program, Old Fashioned Festival, Turkey Carnival, Pancake Breakfast, and decoration of the City during the Holidays.
- Implemented a new awards and service recognition program.

Goals and Objectives for 2012–13

- Maintain NFD’s combination model fire department.
- Continue to provide efficient service delivery to the community of Newberg and its surrounding areas and neighbors through consistent and competent operational preparedness and deployment.
- Maintain “Standard of Cover” and increase the continuity of fire coverage.
- Integrate a transport capable fire engine into operations.
- Conduct a Lieutenant’s promotional exam of both paid and volunteer firefighters.
- Re-organize department Operating Guidelines to reflect current standards and support response protocols.
- Improve inventory and maintenance tracking program for equipment.
- Maintain apparatus maintenance program.
- Test and certify all 1½” and greater in-service hoses.
- Test and certify all rated fire pumps
- Test and certify all fire ladders.
- Test all City of Newberg hydrants.
- Maintain NFD Safety Committee.
- Maintain Hazardous Materials Communications program.
- Maintain and enhance NFD communication equipment and programming.
- Maintain MSA Self Contained Breathing Apparatus maintenance and certification program.
- Assist the Newberg Firefighter Volunteer Association with execution of the Toy & Joy Program, Old Fashioned Festival, Turkey Carnival, Pancake Breakfast, and decoration of the City during the Holidays.

TRAINING:

Highlights and Accomplishments of 2011-12

- Maintained all professional firefighter qualifications and training.
- Constructed and built internal firefighter training and safety props.
- Conducted internal Fire Officer I Academy.
- Recruited and trained 8 new volunteer firefighters.
- Conducted internal Apparatus Operator Academy.
- Conducted internal Aerial Operator Academy.
- Successful year of integrated shift and volunteer training.
- Conducted live fire training in acquired residential structures.
- Coordinated and facilitated 2 Yamhill County Firefighter Recruit Academies

which provided training for over 50 county firefighters.

- Helped revitalize county wide training group.
- Maintained involvement in regional fire instructors associations.

Goals and Objectives for 2012–13

- Re-certify NFD member's professional certifications through the Oregon Department of Public Safety Standards and Training.
- Maintain firefighter safety and performance through training and practical application of skills and knowledge.
- Recruit and adequately train a new class of volunteer recruits.
- Maintain the state mandated personnel maintenance training requirements and the federal National Incident Management System requirements.
- Maintain an officer development and enhancement program.
- Maintain firefighter enhancement and succession program.
- Maintain progressive approach towards training and techniques.
- Maintain Performance Standards (company and individual) throughout all functional levels so that they coincide with department response protocols.
- Maintain and increase training division of core instructors consisting of paid and volunteer members.
- Acquire a burn container for interior live fire training in order to provide more consistent live fire exposure to all members at all levels (on-going).

FIRE PREVENTION:

Highlights and Accomplishments of 2011-12

- Several hundred children and adult visitors attended several major fire prevention events including Safety Town, station tours, school career days, fire extinguisher classes, community Easter egg hunt, national night out, and classroom presentations. We again held our annual fire prevention open house event which included a 2-story escape house, and vehicle extrication.
- Held our annual mock dorm room fire in the middle of the GFU campus. The fully sheet-rocked and furnished dorm room was burned to demonstrate the speed and quick devastation a fire creates. This year we split the prop into 2 rooms. One room included a residential sprinkler head, and one did not. The demonstration showed the life and property saving benefits of sprinklers.
- Newberg and Dundee Fire Departments teamed up with Faith in Action for their "Right at Home: Falls and Fire Prevention" program. Teams visited about 30 homes in Newberg and Dundee. Non-working smoke alarms were repaired and other safety issues such as dirty furnace filters and trip hazards were fixed. We also made several recommendations that residents apply a non-skid surface to many slippery areas such as outside stairs.
- Every rural address received the fall and spring rural newsletter.
- Each shift began conducting business inspections.
- The Yamhill County Fire Investigation Team (YFIT) put on a successful basic fire investigation class.

- Accepted to the State Fire Marshal Incident Management Team as a trainee in the planning section.
- Became certified to perform safety inspections to buildings after major disasters including earthquake, flood, and windstorm.
- Participated on the planning team for the Special Olympics.

Goals and Objectives for 2012-13

- Prepare fire department and assist other city departments in preparation for an ISO grading that is scheduled for August.
- Participate again on the planning team for the Special Olympics.
- Complete pre-fire plans and inspections for all designated target hazards.
- Add response zones to CAD and Fire Bridge for improved location tracking of calls.
- Print and distribute rural newsletters in the spring and fall.
- Purchase the software upgrade for FIREZONE drawing program to complete pre-fire plan building drawings.
- Continue providing our annual open house event, school visits, Easter egg hunt, and participation in other fire prevention events.

EMS DIVISION:

Highlights and Accomplishments of 2011-12

- To save money, NFD had an old ambulance remounted. In the remount, we took a 2000 Ford E450 Superliner ambulance with high miles, refurbished the module (patient compartment), and then placed the refurbished module on a new chassis. We estimate a savings of approximately \$50,000.
- Again in 2011, NFD presented a report to the Yamhill County Ambulance Service Area (ASA) advisory committee as required by County ordinance. Of the hundreds of standards, NFD was in complete compliance with all ambulance service rules.
- The annual EMS training program included:
 - Two (2) Advanced Cardiac Life Support (ACLS) courses in partnership with Providence Newberg Medical Center. NFD has a large number of Advanced Cardiac Life Support instructors lead by our supervising physician William Bailey.
 - PNMC ER Dr. Jeff Disney has joined NFD as a free medical care consultant/instructor. This has been a fantastic experience for NFD medics, giving NFD paramedics first-hand feedback from our local emergency department.
 - All NFD personnel were recertified in CPR.
 - National Alliance on Mental Illness (NAMI) provided valuable training for NFD medics, teaching us how to better manage and treat patients suffering from mental diseases.
 - NFD teamed up with West Valley Fire District (Willamina) to place a bariatric ambulance in service. We have already used it a number of times. The unit makes our work safer for both the medics and the patient.

- Two NFD medics received specialized training in critical care, a 14 day class at Emanuel hospital.
- Several medics received training in pre-hospital trauma life support.
- NFD maintained compliance with American Heart Association training rules for CPR and ACLS classes through an important allegiance with the Northwest Regional Training Center in Vancouver, Washington.
- We received two (2) small EMS grants this budget year. One was for a lot of needed pediatric equipment and the other was body bags, cots and blankets for our Mass Casualty Incident trailer. Total amount of these grants was approximately \$8,000.
- In February of 2012, we took delivery of a new 2012 Chevrolet Superliner ambulance. This ambulance replaced the NFD ambulance that was destroyed August 4, 2011, when another vehicle crossed over the center line striking our ambulance at a speed possibly in excess of 90 miles per hour.
- Maintained emergency vehicle maintenance and repair program throughout the year.
- We relicensed all NFD ambulances with the Oregon Health Authority.
- Again this year, NFD and PNMC were recognized by Providence St. Vincent Medical Center for outstanding care of heart attack patients.
- The City Council approved an ambulance rate increase effective March 1, 2012. This increase is necessary to continue current service levels.
- Provided ambulance stand-by at the St. Paul Rodeo. This is an important service we have provided for years. The St. Paul Rodeo helps the Newberg area economy. The Rodeo Association thanked NFD for our help at the 2011 Rodeo by giving the NFD firefighters \$2,000 for Toy & Joy.
- NFD conducted Child Safety Seat clinics helping people with car seats. This effort is lead by Jill Dorrell, Jessica Fettig, Janet Olin, Kathy Roberson, and Gert Zoutendijk.
- Received approval from City Council for the purchase of a transporting fire engine. Currently NFD fire engines are staffed with paramedics and paramedic equipment. During high call volume, the transport engine can get a patient to a hospital without having to wait long periods of time for an ambulance. These units have not been used in Oregon, but are common in Florida, Nevada and Utah. This effort also saves money. Instead of replacing an old rescue and an old fire engine, we combined the two for an overall savings.
- We replaced old paramedic monitor defibrillators with two (2) new LifePak 15s. These are expensive state-of-the-art devices that are critical to NFD's mission of saving lives.

Goals and Objectives for 2012-13

- Provide financial assistance within budget to assist NFD members to become certified Emergency Medical Responders, Emergency Medical Technicians, Advanced EMTs and Emergency Medical Technician-Intermediates. Assistance with paramedic training is not available at this time due to budget constraints.
- Re-license all NFD ambulances with the Oregon Health Authority per State law

and Yamhill County requirements by June 30 of each year.

- Provide regular EMS training to NFD members.
- Maintain a vaccination program with physician oversight.
- Participate on the Ambulance Service Area (ASA) Committee. Report to the committee as required. Next report is due in November, 2012.
- Maintain First Aid/CPR training program.
- Continue to develop our FireMed membership program.
- Place a transport capable fire engine in service.
- Maintain a competent effective water rescue team.
- Provide stand-by at St. Paul Rodeo if requested and resources are available.
- Purchase new patient ventilators to replace old patient ventilators.
- Replace old antiquated AED's.
- Request (in 2013) an ambulance rate increase from City Council to keep up with inflation.
- Evaluate quality of our EMS by visiting all care home and assisted living facilities at least two times during the budget year.
- Continue teaching fall prevention classes.
- Maintain procedures that follow all Medicare requirements, new and old.

FIRE DEPARTMENT 22XX

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	% CHANGE
FIRE ADMINISTRATION								
237,812	245,606	258,546	2.00		Total Personal Services	2.00	264,801	2.42%
358,391	369,039	407,143			Total Materials and Services		769,444	88.99%
-	-	-			Total Capital Outlay		-	0.00%
596,204	614,646	665,689			TOTAL FIRE ADMINISTRATION		1,034,245	55.36%
FIRE SUPPRESSION								
1,837,366	1,847,776	1,914,198	15.92		Total Personal Services	15.92	2,014,004	5.21%
198,495	216,135	237,346			Total Materials and Services		237,986	0.27%
-	61,555	810,000			Total Capital Outlay		-	-100.00%
2,035,861	2,125,466	2,961,544			TOTAL FIRE SUPPRESSION		2,251,990	-23.96%
FIRE PREVENTION								
140,907	139,604	154,744	1.00		Total Personal Services	1.00	157,931	2.06%
8,462	7,513	10,110			Total Materials and Services		10,110	0.00%
149,368	147,117	164,854			TOTAL FIRE PREVENTION		168,041	1.93%
EQUIPMENT RESERVES								
60,000	1,978	4,400			Total Capital Outlay		650,000	14672.73%
60,000	1,978	4,400			TOTAL RESERVES		650,000	14672.73%
2,841,433	2,889,206	3,796,487	18.92		TOTAL FIRE DEPARTMENT	18.92	4,104,276	8.11%

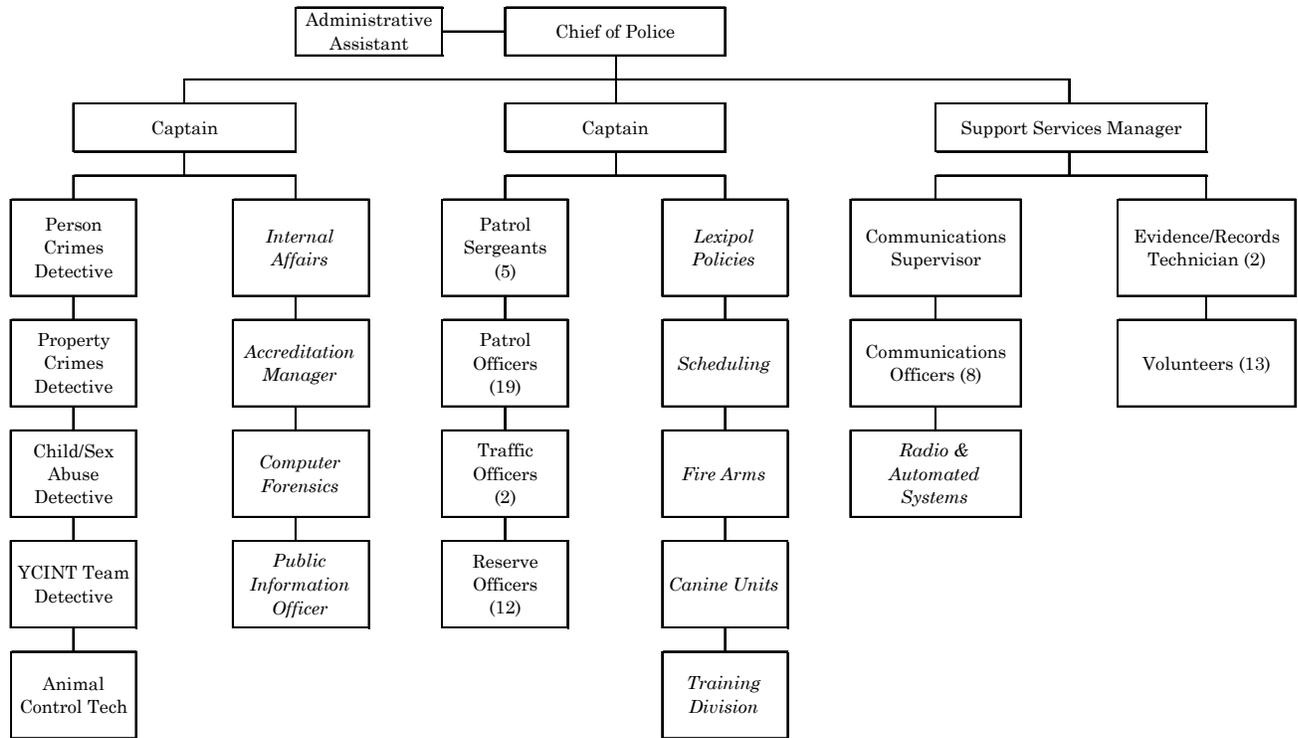
EMERGENCY MEDICAL SERVICES 2250

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	% CHANGE
EMERGENCY MEDICAL SERVICES								
801,438	858,316	931,550	7.24		Total Personal Services	7.24	955,244	2.54%
392,407	398,616	429,575			Total Materials and Services		427,744	-0.43%
26,805	17,795	446,000			Total Capital Outlay		27,000	-93.95%
1,220,651	1,274,727	1,807,125	7.24		TOTAL EMERGENCY MEDICAL SERVI	7.24	1,409,988	-21.98%



POLICE

Police Department



Police Department

Mission Statement

The Mission of the Newberg-Dundee Police Department is to promote individual responsibility and work in partnership with our communities to reduce crime, fear of crime and to enhance the livability of Newberg and Dundee.

Value Statement

Policing Excellence: The members of the Newberg-Dundee Police Department, both sworn and civilian, value its citizens and through our community policing efforts will maintain policing excellence.

Professionalism: Members of the Newberg-Dundee Police Department are ethical, dedicated professionals who place their highest priority on protecting human life, rights and property.

Partnerships: The Newberg-Dundee Police Department delivers the highest standard of service to our community through a partnership with citizens to resolve problems and improve their quality of life.

Communication: The Newberg-Dundee Police Department promotes courteous, positive communications with each other and its citizens, establishing mutual trust and respect.

Commitment: The Newberg-Dundee Police Department is committed to the prevention of crime, is empathetic to the victims of crime, and pursues criminal violators until they are apprehended and prosecuted.

Program Description

Service, Service, Service. The Newberg-Dundee Police Department, without any additional staffing or resources, has developed the most innovative service based programs in Oregon Law Enforcement. These programs are designed to engage the community, enhance livability, and reduce crime and the fear of crime.

- DVRT (Domestic Violence Response Team)
- COP (Community Outreach Program)
- CRT (Community Response Team)
- CCU (Computer Crimes Unit)

DVRT: Victims of domestic violence, typically women and children, are subjected to atrocious crimes that are often unreported but continually repeated. In our effort to prioritize domestic violence investigations and secure the confidence of victims, we have enlisted eight police officers on the Domestic Violence Response Team. These officers possess specialized domestic violence training and interview skills. They have

volunteered for this assignment in addition to their regular patrol and detective duties. The goal is to end a run of violence that can persist for decades by successfully prosecuting the suspect and bringing the victim to a place of peace and safety. To date the program has been extremely successful and highly praised by the Yamhill County District Attorney's Office.

COP: The Newberg-Dundee Police Department Community Outreach Program involves a multitude of activities ranging from the Drug Take Back program, which properly disposes of unused medicines and prevents harmful pharmaceuticals from entering our water supply, to Shop with a Cop for families and children in need. Our ambition is to provide a foundation of knowledge and assistance that will benefit our community and citizens in a manner beyond traditional law enforcement activities. Official functions of COP are listed below.

- Safety Town for Kids
- National Night Out
- Anonymous Tip Line
- Special Olympics Torch Run and Sponsor
- Tip a Cop Fundraiser
- Polar Plunge Fundraiser
- Drug Take Back
- Citizen's Police Academy
- Camp Rosenbaum Councilors for Troubled Youth
- Safety Fair Participant
- Shop with a Cop
- Safe Route to Schools

CRT: Police departments are expected to respond, prevent, and solve ongoing criminal activity and livability issues in neighborhoods, parks, and business areas throughout the community. The necessity for law enforcement intervention may involve criminal behavior, city code violations, ordinance violations, or livability matters, such as junk cars, garbage, gang activity, and noise.

All too frequently, a patrol officer responds to the ongoing habitual neighborhood or community complaint, as described above, and applies the appropriate intervention for the immediate situation. The officer then goes to the next complaint or quandary. Officers rarely have the time to return, evaluate and follow-up with any consistency. This type of response, albeit at one time the police department's only option, is mostly ineffective at solving the constant neighborhood or community problem.

The reality is ongoing problems affecting neighborhoods and the community is a nuisance, a public safety concern, a drain on law enforcement resources, and they can adversely impact economic development. Typically, the police do not bring about a long-term solution with a 20-minute visit. Often times the dynamics of a continuous neighborhood or community problem are deeply rooted and complicated. When

dialogue and voluntary compliance fail, the police department must have the ability to commit police officers who can work with the community on a long-term basis and apply enforcement alternatives with consequences if necessary. This will be achieved through the Community Response Team. The primary duty for the officers assigned to the CRT is to work with the stakeholders, identify the habitual problem, take action, and follow through until the issue is resolved.

CCU: Computer Forensics has emerged as the most important and sought after field in law enforcement. Fortunately, the Newberg-Dundee Police Department is leading the way with the development of one of the best computer forensics labs in the Western region and computer forensics investigators who possess the highest training certifications available.

Society has reached a point where individuals are dependent on computers regardless of socio-economic status, employment, or age. Despite the convenience they provide, computers and digital instruments of every nature are being used to facilitate and commit crimes by those with nefarious intent.

The Newberg-Dundee Police Department has found that computer or digital evidence exist in nearly every investigation. In fact through digital examinations, our investigators have discovered horrific and unimaginable crimes against children of every age that would have otherwise gone unknown. Additionally, digital instruments are used against our elderly and unsuspecting populations. They are subjected to the constant threat of fraud, theft, embezzlement, voyeurism, child pornography, and many other crimes.

The ability to conduct computer forensic examinations is the most important contribution to modern day law enforcement. The Newberg-Dundee Police Department's Computer Crimes Unit is providing an imperative service to the citizens, children, and victims of Newberg and Dundee.

“The Newberg-Dundee Police is an excellent and very well run police department. The agency is accredited through the Oregon Accreditation Alliance and is using the Lexipol model policies and procedures that have been adapted to the unique operations of the Newberg-Dundee Police Department. If every agency followed this model and lead, the profession would be much further ahead”.

- Les Stiles-
City County Services (CIS)
Law Enforcement Best Practices
Retired Deschutes County Sheriff

“I wanted to take a minute to congratulate you on the formation of your Domestic Violence Resource Team (DVRT) along with acknowledging the good work the team is doing. As you may recall, one of my highest priorities when taking office some 15 years ago was to more adequately address the issues presented by domestic violence.

These cases pose significant difficulties for law enforcement and for prosecution. They affect all levels of our society and have a major impact on the children residing in these families. Having specially trained officers aids in good solid investigations which end in holding offenders accountable and your officers to do follow up on these cases often makes the difference between a weak and a strong case”.

-Brad Berry-
Yamhill County District Attorney

“The assessor carefully evaluated all aspects of the Newberg-Dundee Police Department and is satisfied that the agency is in compliance with all applicable standards. It is the opinion and recommendation of the assessor that the Newberg-Dundee Police Department be favorably nominated for state re-accreditation to the Board of Directors of the Oregon Association Chiefs of Police at their next regularly scheduled meeting”.

-Joe Simon-
Executive Director
Oregon Accreditation Alliance for Law Enforcement
Retired Chief of Police, Albany Oregon

POLICE DEPARTMENT 21XX

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	% CHANGE
				2110	POLICE ADMINISTRATION			
159,207	160,552	165,156	1.00		Total Personal Services	2.00	253,376	53.42%
633,251	677,925	672,503			Total Materials and Services		625,241	-7.03%
792,459	838,477	837,659		2110	TOTAL POLICE ADMINISTRATION		878,617	4.89%
				2120	PATROL			
2,662,209	2,951,866	3,208,710	28.00		Total Personal Services	29.00	3,387,537	5.57%
231,131	262,303	269,990			Total Materials and Services		289,990	7.41%
13,665	70,084	24,000			Total Capital Outlay		65,426	172.61%
2,907,005	3,284,252	3,502,700		2120	TOTAL PATROL		3,742,953	6.86%
				2130	INVESTIGATIONS			
664,443	677,392	734,444	6.00		Total Personal Services	5.00	644,408	-12.26%
14,282	33,476	42,400			Total Materials and Services		47,400	11.79%
678,726	710,868	776,844		2130	TOTAL INVESTIGATIONS		691,808	-10.95%
				2150	SUPPORT SERVICES			
331,304	341,905	364,570	4.50		Total Personal Services	2.50	212,433	-41.73%
50,324	63,176	55,046			Total Materials and Services		51,746	-5.99%
381,628	405,081	419,616		2150	TOTAL SUPPORT SERVICES		264,179	-37.04%
				2160	ANIMAL CONTROL			
-	-	-	-		Total Personal Services	1.00	94,757	100.00%
-	-	-			Total Materials and Services		11,620	100.00%
-	-	-		2160	TOTAL ANIMAL CONTROL		106,377	100.00%
					EQUIPMENT RESERVES			
93,278	100,351	92,319			Total Capital Outlay		85,000	-7.93%
93,278	100,351	92,319			TOTAL RESERVES		85,000	-7.93%
4,853,096	5,339,029	5,629,138	39.50		TOTAL POLICE DEPARTMENT	39.50	5,768,934	2.48%

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COMMUNICATIONS

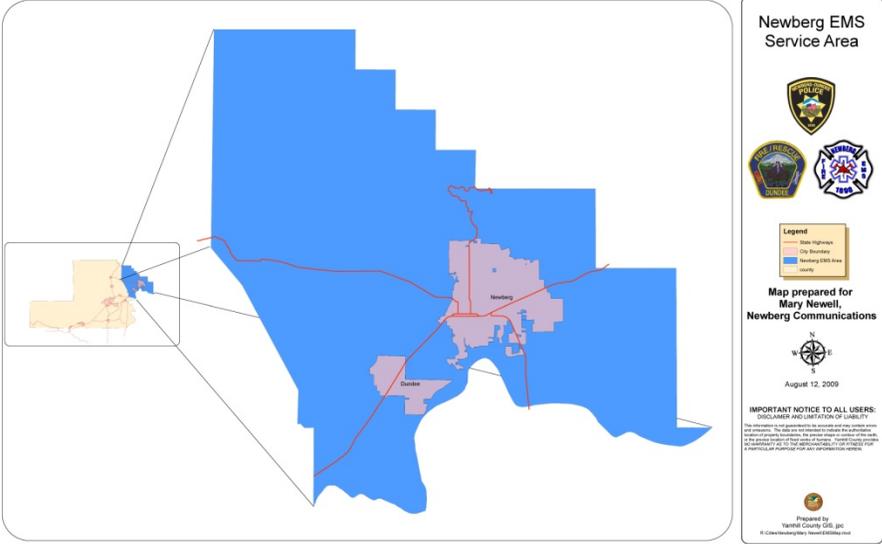
Communications

Program Description

Newberg-Dundee 9-1-1 Center is the primary answering point (PSAP) for all emergency calls in east Yamhill County and business lines for Newberg-Dundee Police.

Emergency Service: The direct link between citizens and emergency response services, Newberg-Dundee 9-1-1 dispatchers screen and handle all emergency calls for service, and provide support for police, fire and EMS field operations.

Non-Emergency Service: Newberg-Dundee 9-1-1 answers all business calls for



Newberg-Dundee Police Department and Newberg Animal Control, and answers after hour emergency calls for Newberg and Dundee fire departments and Newberg and Dundee public works departments. Dispatchers provide records support for Newberg-Dundee Police Department through citation entry, warrant verification, database search/query, connecting parole and probation with officers in the field, tracking parole & probation home visits, monitoring alarms of City buildings, and monitoring of holding cells and building security cameras.

Mission Statement: The mission of the Newberg-Dundee 9-1-1 Dispatch Center is to enhance the quality of life of citizens of the cities of Newberg and Dundee and rural fire and EMS service areas by efficiently and accurately receiving and processing 9-1-1 emergency and non-emergency calls for service in a collaborative effort with our emergency responders: Newberg Fire and EMS, Newberg-Dundee Police, Dundee Fire, and adjoining jurisdictions.

Value Statement: Newberg-Dundee 9-1-1 Dispatch Center values excellence and professionalism of service, open communication, and personal commitment. Through these values we seek to ensure that our dispatch service area, including the cities of Newberg and Dundee, are safer and more enjoyable communities in which to work, live and visit. These values are expressed through:

- Competent and proficient dispatching of quality police, fire, and emergency medical services through the application of the industry’s best standards, and operational guidelines and practices;

- Development of highly trained, proficient, dedicated and compassionate personnel;
- Utilization of technology to enhance rapid and accurate dispatch services, recordkeeping, and database management;
- Heightened commitment to customer service in all areas.

Highlights and Accomplishments of 2011-12

- 81,879 telephone calls processed (includes internal transfers)
 - 60,125 incoming
 - 21,754 outbound
 - 11,312 Emergency calls
 - 52,812 landline
 - 6,295 wireless
- 9-1-1 calls were answered within 1 – 10 seconds 93.23% of the time.
- Processed 33,084 CAD (Computer Aided Dispatch) incidents.
- CAD server installed and VisionAIR CAD software upgraded to version 3.6.
- Mobile server installed and VisionAIR Mobile (car data) software upgraded to version 3.6.
- VisionAIR RMS (Records Management System) software upgrade to version 4.3.
- GeoCOMM 9-1-1 mapping software upgrade to version 7 (paid for by Oregon Emergency Management (OEM)).
- Community outreach: Appropriate use of 9-1-1 presentations to civic clubs, participation in Safety Town, Newberg Safe Kids Fair, classrooms, and other community events.
- Sponsored a float in the Old Fashioned Festival parade.
- Conducted hiring process & hired trainee to fill existing vacancy.
- Adopted new FirstAID/CPR protocol to APCO (Association of Public-Safety Communications Officials) standard for Emergency Medical Dispatching.

Goals and Objectives for 2012-13

- Complete review, update, and adoption of Standard Operating Guidelines for current dispatch center operations.
- Update APCO EMD (Emergency Medical Dispatch) cards to reflect changes and adjustments in protocol since adoption of APCO EMD cards three years ago.
- Train new trainee to full-time dispatcher status.
- Establish plan for increasing dispatch FTE from 9 to 11, in support of dispatch operations based on workload evaluation analysis of January 2010. 1983-84: 7.5 Dispatch FTE; 2011-12 – 9 Dispatch FTE.
- Develop training program for area care homes to implement best practice for reporting patient emergency medical information to dispatch center to facilitate call taking when requesting EMS assistance. Care home calls for service 2011:
 - 186 Friendsview Manor
 - 154 Chehalem Springs
 - 147 Avamere
 - 140 Arbor Oaks

- 88 Astor House
- 67 Newberg Care (Marquis Care)
- 51 Willow Place

Develop training and call review protocols for appropriate radio procedures between dispatch-to-officer & officer-to-dispatch response to facilitate consistency and enhance user safety.

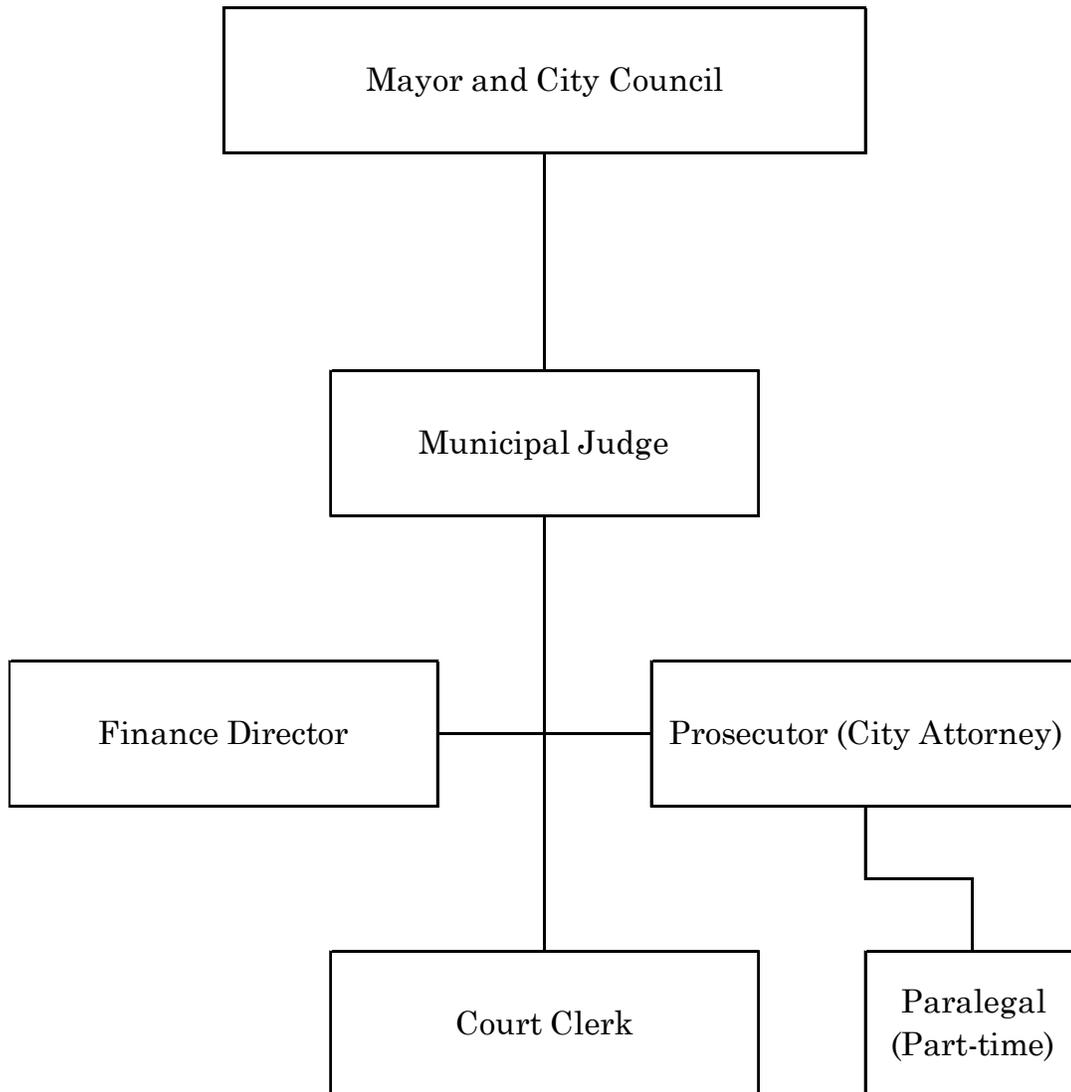
COMMUNICATIONS DEPT 2310

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	% CHANGE
				2310	COMMUNICATIONS			
748,379	774,686	823,021	9.50		Total Personal Services	9.50	866,972	5.34%
268,069	261,166	271,559			Total Materials and Services		289,854	6.74%
16,407	42,247	-			Total Capital Outlay		-	0.00%
1,032,855	1,078,098	1,094,580			TOTAL COMMUNICATIONS		1,156,826	5.69%
					EQUIPMENT RESERVES			
12,400	13,156	15,000			Total Capital Outlay		15,000	0.00%
12,400	13,156	15,000			TOTAL RESERVES		15,000	0.00%
1,045,256	1,091,254	1,109,580	9.50	2310	TOTAL COMMUNICATIONS	9.50	1,171,826	5.61%



MUNICIPAL COURT

Municipal Court



Municipal Court Department

Description

The Municipal Court acts as the judicial function of the City and has original jurisdiction over all 3,800 municipal code offenses, minor misdemeanor crimes and traffic violations cited by the Newberg-Dundee Police Department. The City also provides interpretation services at every court session.

Value Statement

To ensure that each person accused of a violation, infraction or crime be guaranteed and provided all the constitutional rights to a fair and speedy judicial process in such a manner that it preserves both the dignity and rights of the defendant, as well as the citizens of Newberg.

Highlights and Accomplishments of 2011-12

- Archive cases review project continued.
- Amnesty Program conducted February through May with great success.
- With the reduction of 1 FTE, the Court Clerk continues to do her job of entering tickets and taking payments, in part due to the help of the Records staff in the office. On occasion, additional help is recruited to help do miscellaneous filing.
- The State Legislature passed laws that changed how assessments are collected and sent to the State. It is unclear at this time what the ramifications are regarding this change.

Highlights of 2012-13 Budget

- This is a status quo budget.
- Court will continue to propose quarterly meetings to keep up-to-date on the current regulations.

Goals and Objectives for 2012-13

- To continue the auditing of all past existing cases as time allows and work closely with the Legal Department as required.
- All clients of the court shall have their cases adjudicated efficiently and timely.
- The Judge and staff will continue to improve the Court's system in record keeping, including the setting of trials, recovery of fines and assessments owed to the City and the administration of traffic school.
- Ongoing research of all past Court files to audit for accuracy and to take action where necessary.
- The Judge, Court staff and Legal Staff will continue "in-house" educational training on a quarterly basis.
- The staff will provide accurate and timely financial information and continue with an active collections program.

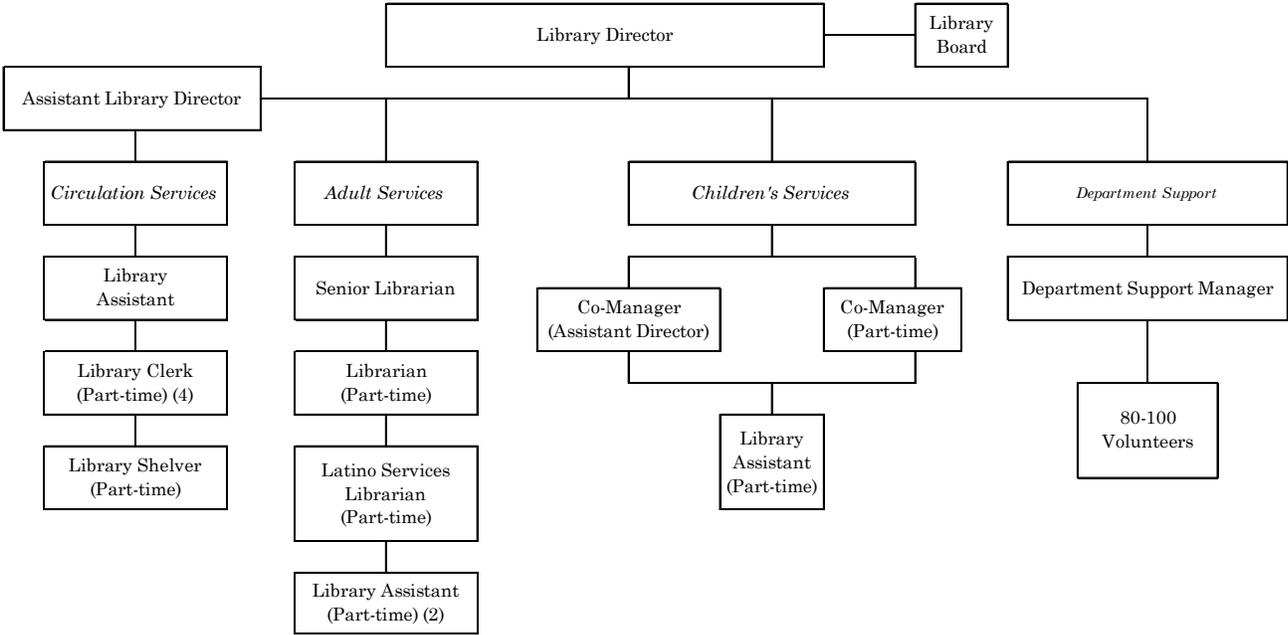
MUNICIPAL COURT 1510

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	% CHANGE
				2310	MUNICIPAL COURT			
167,441	186,533	112,340	1.20		Total Personal Services	1.20	128,012	13.95%
118,009	103,847	113,416			Total Materials and Services		99,728	-12.07%
285,450	290,380	225,756			TOTAL MUNICIPAL COURT		227,740	0.88%
					EQUIPMENT RESERVES			
-	2,178	-			Total Capital Outlay		-	0.00%
-	2,178	-			TOTAL RESERVES		-	0.00%
285,450	292,558	225,756	1.20	2310	TOTAL MUNICIPAL COURT	1.20	227,740	0.88%



LIBRARY

Library



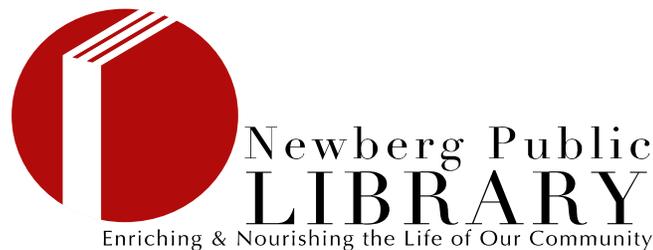
Library Program

Program Description

The Library is divided into two divisions. **Administration** is responsible for the overall performance of the Library. The Director, Assistant Director and Department Support Manager staff this segment of operations. **Public Services** provides for the needs of adults, young adults, children and families. It includes reference services for all ages, classes and events for children, young adults, and adults and book, video, audio and e-book collections and online resources for all ages and languages. The essential link of check-out, check-in and re-shelving of library materials is provided through the circulation section of Public Services. All remaining personnel staff this segment.

Mission Statement

Newberg Public Library enriches and nourishes the life of our community, providing countless opportunities for the integration of people and knowledge.



Highlights and Accomplishments of 2011-12

- While the 37 open hours per week was not changed, staffing was reduced by three part-time employees. The remaining staff have stepped up and developed new processes to do more with fewer employees.
- Volunteers have also aided and a new group of volunteers is meeting each Friday to process new books and repair damaged books.
- The Centennial of the Carnegie Library Building was celebrated in March. It commemorates the efforts of Newberg citizens back in 1910-12 to acquire a grant from philanthropist Andrew Carnegie to build the library and their commitment to maintain it as a city. With the addition in 1985, the Carnegie Library continues to serve the residents of Newberg.
- Staff developed the new plan for the Children's Room expansion with a new architect that reduced the cost down to \$213,000 for construction and \$57,000 for furnishings. Grants and fundraising are being pursued.
- Last year, 2,120 new library cards were issued with 20,061 cards active (used within the last 3 years) in the community. 80% of the population in the community has library cards compared to the statewide average of 55%.
- More on line resources were made available including downloadable e-books, online legal forms, Chilton's car repair, testing, and more. These have proven very popular with use of databases up 150% from previous years.

- The library's new Facebook presence is part of its overall communications plan that includes the web site, paper newsletter, press releases, e-mail newsletter and Facebook. It is helping to connect the community to the library.
- A new local history area was developed this year thanks to a number of donations. The area includes both hard copy and microfilm copies of all local newspapers from 1888 to present, Sanborn fire insurance maps from 1898 to 1929, historical building survey, high school yearbooks, city and phone directories, and a variety of books about Newberg. They are now located in one easy to use area.
- Staff has been participating in the Cultural District planning process for the area surrounding the library and the Cultural Center.
- The house at 211 N. School Street was purchased. This provides the only contiguous property to the library that is likely to be available for decades. Plans are being made for how the property will be used.
- Staff continued to offer quality classes and events for children, adults and young adults. Newberg continues to lead the region in program attendance with only Salem Public Library seeing more people at their programs. Attendance at Newberg classes and events averaged 40 people at each program with 463 events planned and presented in 2010-11, an increase in average attendance of 15% from the year before.
- Adult Services continues a number of successful book clubs, blood drives and other programs such as their Computer Basics series.
- The Teen program is strong with author events and the Teen Advisory Board encouraging reading and developing skills such as leadership and planning.
- Children's Services continues to share with parents and caregivers the value of reading and early literacy activities, such as songs and finger plays, in the brain development of children. The Children's Room is bursting with people using the library for studying.
- Service to the Latino community continues with computer classes, GED classes, ESL classes, bilingual story time, and the annual Dia de los Ninos/Dia de los Libros (Day of the Child/Day of the Book) celebration with an average attendance of 200+.

Highlights of 2012-13 Budget

The library's budget begins with a cut of \$19,552. The mandate of a rollover budget with no increases meant the library absorbed the increase costs for the Chemeketa Cooperative Regional Library Service (CCRLS) contract. Newberg is outside the taxing district for CCRLS and their fee is based upon a tax rate of \$.0815 per thousand of Assessed Valuation, the same tax rate paid by taxpayers within the CCRLS taxing district. The fee (\$121,046) is up due to an increase in the city's assessed valuation and the reimbursement amount is down (\$59,980), due to changes in checkout patterns. This led to a net increase in cost for CCRLS of \$19,552.

To accommodate this change, the following areas were reduced:

- Office Supplies
- Travel and training and membership payments
- Volunteer appreciation materials (we'll still thank our volunteers!)
- Book budget by \$11,500
- Part-time staff time by \$4,500

The membership in CCRLS helps offset some of these cuts as CCRLS covers the following:

- Reimbursement for serving CCRLS residents at Newberg Library (\$59,980).
- Downloadable audio and e-book services for patrons (\$3,000).
- Mileage paid to Newberg staff to attend various CCRLS meetings and trainings (\$650).
- Reimbursement for Newberg's books lost by patrons of other libraries (\$375).
- CCRLS provided computers (19) and other equipment on site at Newberg (\$28,000).
- CCRLS central site equipment and software for the automation system that supports Newberg activities (\$75,000).
- CCRLS central site services including daily courier, IT Support for the above equipment, cataloging support and other services and supplies (\$100,000).

The value of the above services, equipment and cash is over \$267,000, in excess of the \$121,046 to be paid to CCRLS in 2012-13. This figure doesn't include the 20,000 plus items that Newberg residents borrow from other libraries in the system through the cooperative. Without CCRLS, it would cost much more than \$121,046 to provide these types of services to residents.

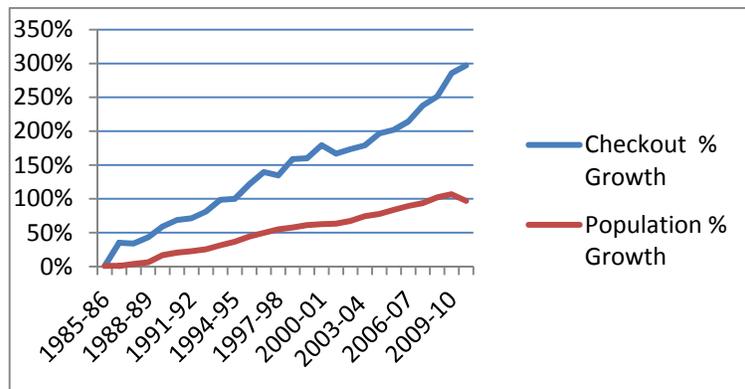
Goals and Objectives for 2012-13

- Staff will continue to offer quality classes and events and a quality collection of materials for the use of Newberg residents within budgetary limitations.
- Increase online/website based opportunities for library services including additional e-books and resources.
- Revise library work areas and processes to gain efficiencies needed due to increased use and productivity requirements.
- Continue to fundraise and write grants to secure funding for the Children's Room expansion and proceed with renovation of Children's Library, when those funds are raised.
- Develop and implement a signage plan.
- Increase mobile access to the library (an app).
- Expand WiFi throughout the library.

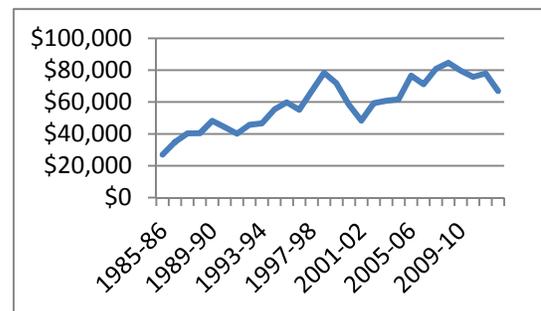
Statistics of Services

Check out of materials continues to grow with additional growth in the area of online and e-resources such as e-books, databases, and downloadable audio and video. Use of the library has grown at a greater rate than the population growth in the community, using the opening of the remodeled library in 1985 as a base.

Growth in Checkouts compared to Growth in City Population since the library remodel in 1985



The dip in checkouts in the early 2000's was reflective of the decrease in the book budget during those years (from \$71,752 in 1999-00 to \$58,385 in 2000-01 and \$48,301 in 2001-02 with it going back up to \$59,306 in 2002-03). This shows the projected cut in the book budget for 2012-13 to \$66,905.



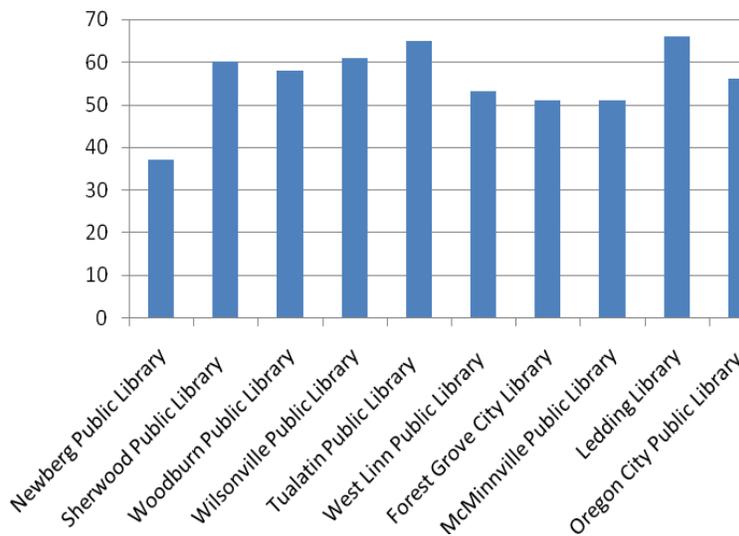
Comparisons with other cities

Newberg continues to have great participation in classes and activities at the library. The early literacy activities are a very popular part of service with hundreds attending the storytime classes each week. Class and event attendance is greater than the average for comparable libraries with Newberg ranked in the top quarter statewide.

Checkouts are lower than other libraries due to the fact that Newberg charges for a library card for those living outside the city limits. The other libraries are all part of cooperatives or county systems that provide library service at no charge for those living close by, but outside the city limits. Many of the libraries are in the metro area with large numbers of people residing just outside the city limits and, due to county funding for those libraries, the residents receive free service. Newberg charges \$79 annually for a library card to those in Dundee and rural Newberg, which obviously limits use.

Newberg is still below average for number of librarians with a Masters in Library Science degree.

City	Registered Borrowers	Total Program Attendance	Total Check outs	Collection Size	Librarians with MLS
<i>Newberg</i>	<i>20,061</i>	<i>18,324</i>	<i>288,553</i>	<i>120,146</i>	<i>2.00</i>
Sherwood	11,631	15,437	403,868	73,303	4.00
Woodburn	18,723	14,742	165,307	84,086	4.43
Wilsonville	17,185	27,768	514,706	155,040	4.60
Tualatin	21,197	17,317	751,127	129,987	7.00
West Linn	17,428	20,583	753,190	149,108	6.90
ForestGrove	14,193	6,787	405,855	132,115	3.80
McMinnville	27,684	15,938	381,814	119,446	4.13
Milwaukie	18,822	12,147	716,255	150,202	4.48
<u>Oregon City</u>	<u>20,112</u>	<u>2,727</u>	<u>505,113</u>	<u>138,593</u>	<u>3.30</u>
Average	18,704	15,177	488,579	125,203	4



Newberg is open some of the fewest hours in the state and considerably below the average 56 hours per week that comparable libraries are open.

Statistics from 2010-11, the last full year of statistics for Oregon libraries.

LIBRARY GIFT, MEMORIAL & GRANT FUND

Program Description

The Gift, Memorial, and Grant Fund allows for donations and grants to be dedicated to library projects and expended throughout the year as they are received or placed in reserve for future projects. All funds received are dedicated for specific projects or services. No General Fund, local tax funds or other city monies are part of this Fund.

Highlights and Accomplishments of 2011-12

- The Library Foundation provided grants from its Endowment for the support of the Kindergarten Cards program to provide a library card for every kindergarten student in the Chehalem Valley.
- The Library Friends have continued their support of the summer reading programs and other library activities.
- An architect was hired to redesign the Children’s Room Expansion and the fundraising campaign has kicked into high gear.

Highlights of 2012-13 Budget

- A main focus for 2012-13 will be the Children’s Room Remodel project.

Goals and Objectives for 2012–13

- Continue fundraising and planning for the expansion/remodel of the Children’s Room.
- Develop and promote appropriate giving programs for the community to support library activities.

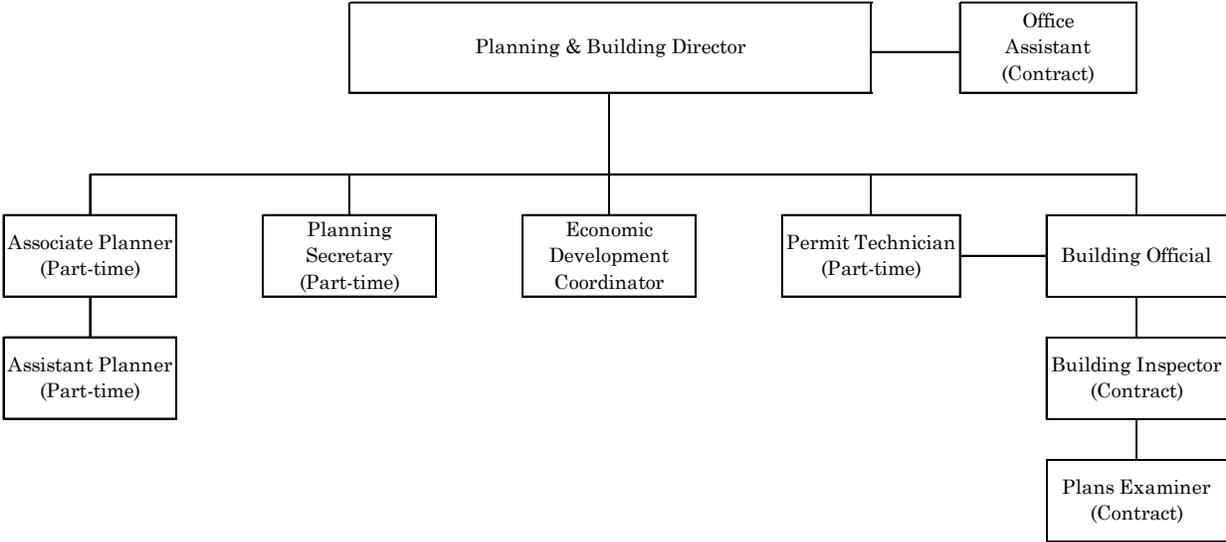
LIBRARY 31XX

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	% CHANGE
LIBRARY ADMINISTRATION								
179,552	245,327	271,286	3.00		Total Personal Services	3.00	282,408	4.10%
334,531	347,318	351,104			Total Materials and Services		324,181	-7.67%
514,083	592,645	622,390			TOTAL LIBRARY ADMINISTRATION		606,589	-2.54%
PUBLIC SERVICES								
496,112	430,833	414,724	8.64		Total Personal Services	8.34	416,827	0.51%
95,994	85,476	89,300			Total Materials and Services		75,125	-15.87%
1,000	-	165,000			Total Capital Outlay		10,000	
593,106	516,309	669,024			TOTAL PUBLIC SERVICES		501,952	-24.97%
LIBRARY GIFT, MEMORIAL & GRANT								
21,778	27,984	50,800			Total Materials and Services		50,600	-0.39%
-	-	120,000			Total Capital Outlay		120,000	0.00%
21,778	27,984	170,800			TOTAL LIBRARY GIFT		170,600	-0.12%
EQUIPMENT RESERVES								
-	370	-			Total Capital Outlay		-	0.00%
-	370	-			TOTAL RESERVES		-	0.00%
1,128,967	1,137,308	1,462,214	11.64		TOTAL LIBRARY DEPARTMENT	11.34	1,279,141	-12.52%



PLANNING & BUILDING INSPECTION

Planning & Building Inspection



Planning Department

Program Description:

The Planning Division provides current planning, long range planning, and economic development services. Current planning services include processing applications for land divisions, new developments, variances, zone changes, and related permits. Long range planning services include examining needs for housing, commercial and industrial development, transportation, recreation, environmental protection, and public facilities, and creating plans to meet these needs. The division strives to ensure that the City meets the Statewide Planning Goals and planning programs. Economic development activities include downtown revitalization, business assistance, and grant writing.

The Planning Division serves as staff to the Planning Commission, Newberg Urban Area Management Commission, and various other ad hoc committees.

Highlights and Accomplishments of 2011-12

Current Planning Accomplishments

- Processed a number of applications for developments, including a new restaurant, thrift store, animal shelter, an 18 unit apartment complex, two subdivisions, remodels to almost all school facilities, and a number of remodels and additions.

Long Range Planning Accomplishments

- Completed several development code and plan amendments dealing with:
 - Lot coverage
 - Civic Corridor signage
 - Public places rules
 - Old Fashioned Festival district amendment
 - Bypass amendments
 - Annexation standards
 - Streets and access standards
- Implemented the Affordable Housing Action Plan by:
 - Creating a housing resource center at the Newberg Public Library
 - Modifying charges for efficiency dwelling units
 - Creating a manufactured housing district
 - Creating a housing trust fund
- Established a bike program, including creating a bike map, installing bike boulevards and wayfinding signs.
- Created a safe routes to schools plan for Joan Austin Elementary.

Economic Development Accomplishments

- Assisted several businesses in locating, marketing, or expanding operations.
- Created the South Industrial Financing Plan.
- Revised the Economic Opportunities Analysis

- Brought the South Industrial Urban Growth Boundary amendment to the City Council for adoption.
- Had several businesses participate in the Economic Development Gardening program.
- Presented Community Enhancement Awards.
- Worked with the Downtown Coalition in implementing the Main Street program.

Other

- Obtained a grant for sidewalk installation at the College Street rail crossing.
- Did contract planning with the City of Dundee.
- Held Sixth Grade Design Star project with three local schools.
- Worked with the Housing Authority to Submit a Housing Rehabilitation Grant application.

Highlights of 2012-13 Budget

- The 2012-2013 budget includes a reduction of 0.4 FTE by reducing two full-time planner positions to part-time.

Program Goals for 2012-13

- Provide prompt, accurate, and courteous assistance for land development applicants. Process all applications within required timeframes.
- Plan for the future land needs for Newberg.
- Administer the City's development ordinances fairly and effectively.
- Meet Statewide planning laws and requirements.
- Promote downtown revitalization and economic development.
- Apply for and administer grant funds to assist in planning and community development projects.

Program Objectives

Current Planning

- Timely Application Processing. We will work with applicants and process all permit applications according to Development Code time frames.

Long Range Planning

- Complete Urban Reserve Area Expansion. We will complete the Urban Reserve Area expansion to address all remand issues.
- Development Code Improvements. Improve the Development Code by addressing zoning for wineries, breweries, and distilleries, improving the zoning use tables, and clarifying the parking tables.
- Transportation System Plan. We will begin the process of updating the transportation system plan, along with the grant funded consultant.
- Affordable Housing Plan Implementation. We will continue to implement the affordable housing plan, including implementing the housing rehabilitation loan

grant, implementing the housing trust fund, working with partners to create a tool loan library, considering appropriate zoning, and promoting the ready-to-rent program.

- Bike Program. We will continue to implement the bike program.

Economic Development

- South Industrial UGB Amendment. We will complete a UGB amendment for the South Industrial area.
- Downtown Revitalization. Planning staff will work with the Newberg Downtown Coalition to define and implement projects to improve downtown Newberg.
- Business Retention & Recruitment. Work with current and potential businesses to promote business expansion and job creation in Newberg.
- Grants. Planning Staff will pursue and administer grant funds for several projects as opportunities present themselves.

Dundee Planning

- We will continue our planning contract with the City of Dundee.

PLANNING DEPARTMENT 4110

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	% CHANGE
					PLANNING			
437,347	447,830	376,123	4.20		Total Personal Services	4.20	369,534	-1.75%
232,433	198,288	171,209			Total Materials and Services		196,396	14.71%
-	-	-			Total Capital Outlay		-	
669,780	646,118	547,332			TOTAL PLANNING		565,930	3.40%
					ECONOMIC DEVELOPMENT			
60,266	59,422	62,596	0.60		Total Personal Services	0.20	13,736	-78.06%
81,907	73,657	49,465			Total Materials and Services		8,510	-82.80%
42,709	-	485,890			Total Capital Outlay		270,217	-44.39%
184,881	133,078	597,951			TOTAL ECONOMIC DEVELOPMENT		292,463	-51.09%
					EQUIPMENT RESERVES			
-	6,317	-			Total Capital Outlay		-	0.00%
-	6,317	-			TOTAL RESERVES		-	0.00%
854,661	785,513	1,145,283	4.80		TOTAL PLANNING DEPARTMENT	4.40	858,393	-25.05%

Building Department

Program Description:

The Building Division insures that all buildings within the City are safe for the occupants. The division is responsible for enforcement of the State Specialty Codes related to new construction, alterations, and repairs. It provides for structural, plumbing, mechanical, fire, and life safety plan reviews, and performs all required inspections (except electrical) related to both commercial and residential construction. The Building Official acts as a Code Enforcement Officer as necessary to ensure compliance with City building ordinances and codes.

Highlights and Accomplishments of 2011-12

- Performed an average of 300 inspections per month with every inspection done on the day requested.
- Completed plan review and inspection for the following projects: Ohana Buffet remodel, Chamber of Commerce remodel, Hazelden Kitchen remodel, Portland Community College solar panels, Fire Station remodel, O'Reily Auto Parts remodel, Villa Academic Complex remodel, Safeway Pharmacy remodel, Best Western explosion repair, Towne and Country Motel repair vehicle damage to office, Jack in the Box new building, Autonet remodel, Fred Meyer new gas station, 11 new home starts in Lafayette, 3 new home starts in Dayton, Dayton Community Center remodel, Dundee Red Hills Market cooking school and wine tasting remodel, Dundee Wastewater Treatment Plant new building, and Dundee West End Building tenant improvement.
- Completed an average of 27 plan reviews per month.
- Continued to have a weekly code education program.
- Continued participation in the online State Minor Label program.
- Continued participation in the online State e-Permitting program.
- Continue to maintain an inter-governmental agreement for contract services for plan review and inspections with Dayton, Dundee and Lafayette.

Highlights of 2012-13 Budget

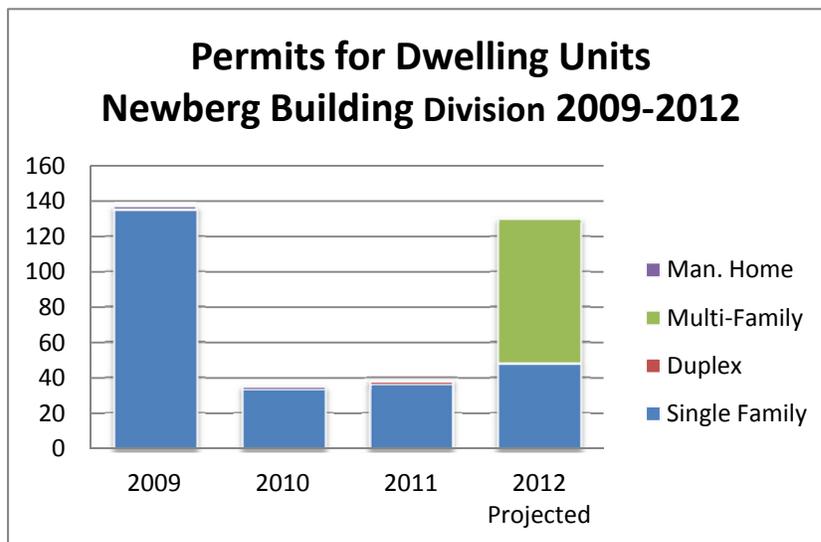
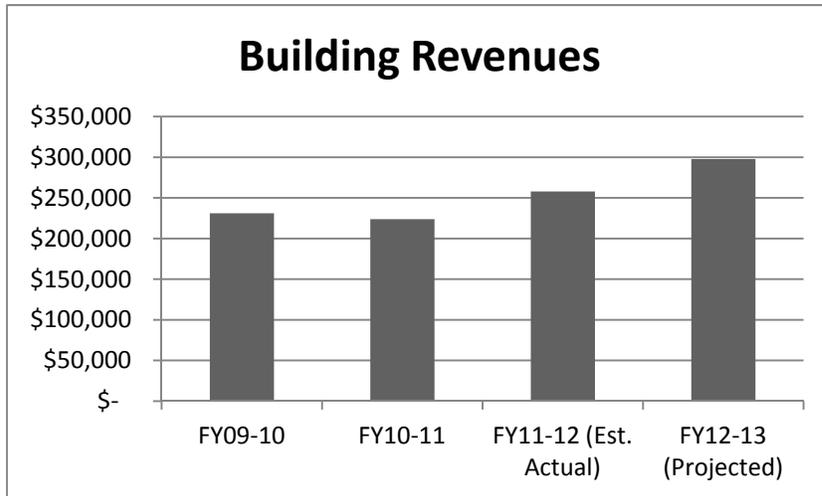
- The 2012-2013 budget decreases 0.5 FTE due to a part time plans examiner leaving. The City now contracts this service. With the 2012-2013 budget reflecting conservative revenue estimates, our mission will be to preserve service levels.

Program Goals for 2012-13

- Continue to provide excellent customer service, accurate and timely plan reviews, and thorough inspections. Provide safe commercial and residential buildings for the citizens of Newberg.
- Fund Building Division operations with permit fees.
- Maintain a positive building fund balance.

Program Objectives for 2012-13

- Perform all requested inspections on time.
- Perform all requested plan reviews within established timelines.



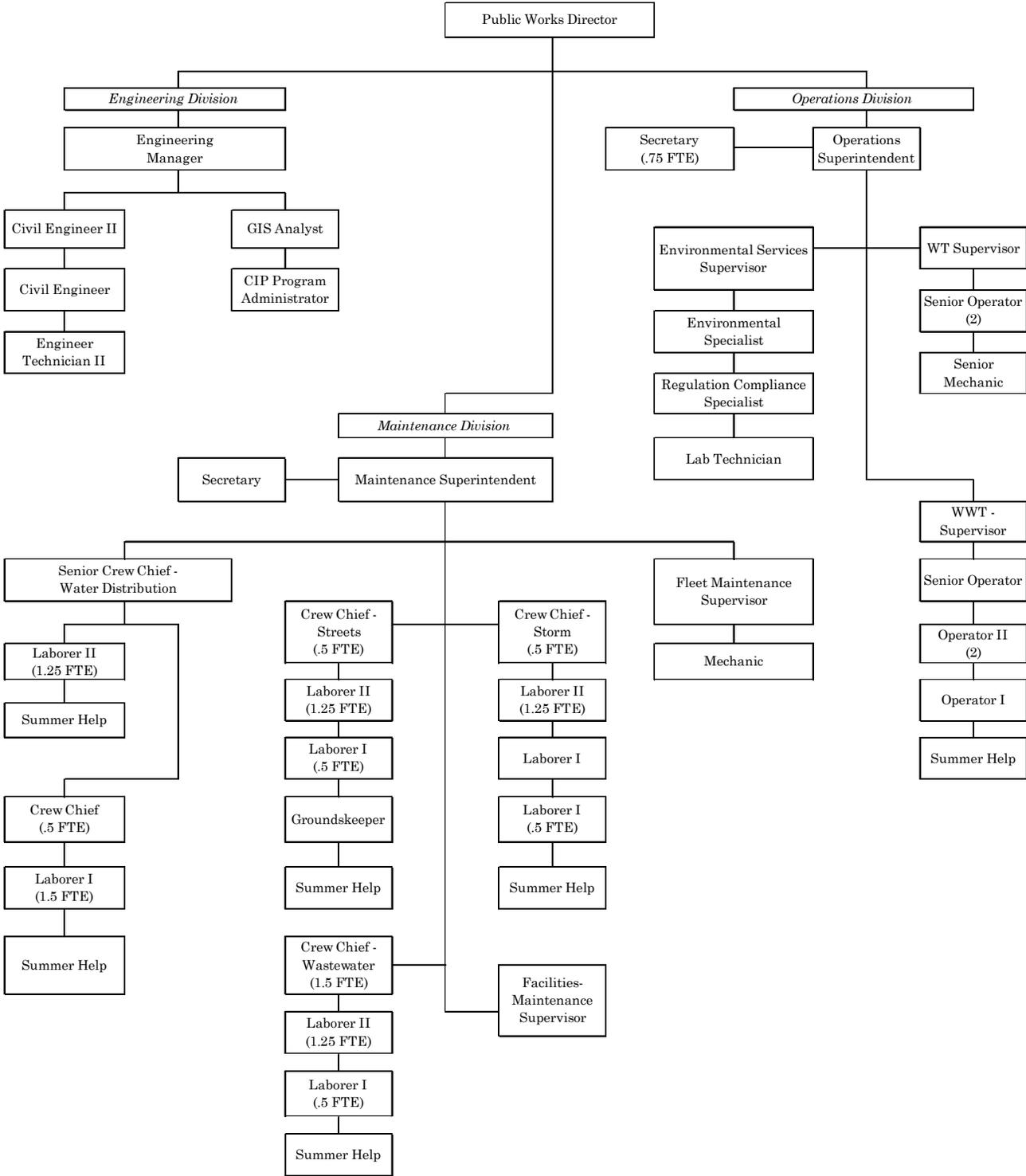
BUILDING INSPECTION 4210

ACTUAL	ACTUAL	ADOPTED				PROPOSED	%	
2009-10	2010-11	2011-12	FTE	ACCOUNT #	DESCRIPTION	FTE	2012-13	CHANGE
					BUILDING INSPECTION			
413,682	359,315	223,821	2.30		Total Personal Services	1.80	227,686	1.73%
164,964	140,131	80,642			Total Materials and Services		65,795	-18.41%
-	-	-			Total Capital Outlay		-	0.00%
578,646	499,446	304,463			TOTAL BUILDING INSPECTION		293,481	-3.61%
					EQUIPMENT RESERVES			
-	1,446	11,000			Total Capital Outlay		-	-100.00%
-	1,446	11,000			TOTAL RESERVES		-	-100.00%
578,646	500,892	315,463	2.30		TOTAL BUILDING INSPECTION	1.80	293,481	-6.97%



PUBLIC WORKS

Public Works Department



Public Works Department

The Public Works Department is responsible for operating, maintaining, improving, and planning for the future of the city's public infrastructure. Public infrastructure is the foundation of our lifestyles as it delivers clean water to our homes and businesses, carries away our wastewater, provides us passage from one place to another, and prevents stormwater and runoff from flooding our streets. Because these social necessities are so basic, we rarely think of what it takes to meet these needs. It is the duty of the Public Works Department to make sure these needs are met, now and in the future.



PUBLIC WORKS DEPARTMENT

OPERATIONS

MAINTENANCE

ENGINEERING

The Public Works Department is organized into three divisions: Operations, Maintenance, and Engineering. These three divisions each contribute their functional expertise to the overall mission of the Department, which is:

To plan, operate, maintain, and improve the City's significant investment in public infrastructure in the most efficient manner possible, while being accountable and effective stewards to the public trust and resources.

BUDGET OVERVIEW:

The following pages present an overview of the infrastructure programs and discuss the key elements of each of the divisions within Public Works: Operations, Maintenance and Engineering. There are three important areas of focus to point out in this year's budget development: capital improvements, roadway maintenance and wastewater treatment reliability and capacity.

The Capital Improvement Plan (CIP) is the Department's implementation of identified transportation, storm drainage, water, and wastewater master plan projects. For the most part, the projects identified in the CIP are derived from master plans forecasting twenty years into the future. Projects to maintain and upsize the city's infrastructure assets are scheduled according to master plan guidelines dictated by necessity and appropriate timing. As the economy has declined so have utility revenues. Reserves are depleted and some CIP projects are being funded through loans and bonds which means that each year, debt coverage consumes a portion of the city's available budget. In response to these economic realities, staff has made a careful analysis of the CIP

and many projects have been delayed or parceled out into smaller elements spread out over multiple years. The CIP projects that are related to growth have mostly been delayed and now will be completed when the need is identified.

The road maintenance program has been historically under-funded. The sole source of funding is the city's share of State gas tax revenue. This revenue source has been in decline since 2005-06 due to the public's response to increased fuel prices, higher mile per gallon vehicles and the overall downturn in the economy. However, the costs to operate the program (staffing and equipment, street lighting, signage, spot repairs, etc) are consuming all of the available revenues leaving very little to be proactive with road repairs. Over the past few years, ideas have been discussed as to how to increase maintenance funding.

The possible funding methods identified by the Transportation Task Force were to establish a maintenance fee on the monthly utility bill, create a property tax levy, or establish a local gas tax. The City Council continues to refine and prioritize their goals and securing local transportation funding is on the list.

While the overall revenue source has been in decline due to the economy, the city did receive a small increase in gas tax revenues due to the six cent gas tax increase in 2011. That additional funding will be used to fund a new Pavement Rehabilitation Project beginning August 2012. Specific details for the 2012-13 project can be found on the CIP information sheet included. The City of Dundee has expressed interest in merging their 2012 pavement rehabilitation project with the proposed Newberg project to hopefully decrease the overall cost for both cities.

Since 2000, the city has focused its efforts towards establishing a high quality and adequate potable water supply. An item that remains to be addressed is the water quality and ownership of the Springs Water Supply System. A significant financial investment will need to be made in the near future to bring the springs system up to state water quality standards. Various treatment options are currently being tested by the Operations Division and a report for council consideration will be prepared in the near future that will outline various treatment options. The pros and cons of relinquishing control of the system to the springs customers will also be considered by council in the upcoming year.

Sometime in the future the existing water treatment plant will be near maximum processing capacity and the adjacent property owned by SP newsprint is not readily available for expansion of the existing facility. To meet future water supply demands, an enlarged water treatment plant will need to be constructed in the vicinity of the existing facility. The 2011-12 budget included funding for the evaluation and purchase of property on Wynooski Road at Dog Ridge Road. The property purchase continues to be evaluated by the Engineering Division.

The city is currently underway on a 6-year capital improvement project to upgrade and expand the wastewater treatment plant. The current facility was commissioned in 1987 and was designed for a 20-year operational life. This investment will occur over multiple years and total approximately \$45 million over the life of the project. The first phase of the wastewater treatment plant upgrade project is underway, which includes emergency repairs and the construction of a fourth clarifier. The second phase of the project will include upgrades to the solids dewatering systems and the disinfection (chlorination and dechlorination) systems. The funding source for these two phases comes from a low interest loan provided through the Department of Environmental Quality (DEQ) Clean Water State Revolving Loan Fund Program.

INFRASTRUCTURE:

The infrastructure systems which comprise the foundation of our city are the water system, wastewater system, stormwater system, and transportation system. The water system consists of the well field, water treatment plant, storage reservoirs, and distribution network. The wastewater system consists of collection piping, pumps stations, wastewater treatment plant, composters, and a recycled water reuse system, which re-distributes filtered treated wastewater for irrigation purposes. The stormwater runoff collection system consists of detention basins, catch basins, manholes, ditches, and pipes that convey flows to the natural drainage channels and streams. The transportation system consists of streets, bike lanes, sidewalks, ADA ramps, signage, and signaling.

The approximate replacement value of these aforementioned systems in today's dollars is:

- Water System \$110 Million
- Wastewater System \$132 Million
- Stormwater System \$ 60 Million
- Transportation System \$165 Million

The Public Works Department operates, maintains, and upgrades this \$467 million public asset. The systems are continually upgraded to meet the needs of the city as it grows, as well as improvements necessary to remain in compliance with changes in state and federal regulations.

TO OPERATE:

The Operations Division operates the water and wastewater conveyance and treatment facilities.



Water Treatment Plant



Wastewater Treatment Plant

The water treatment and conveyance facilities managed by the Operations Division consist of the water treatment plant, well fields, springs, reservoirs, water pressure boosting stations, a backflow prevention program, and water quality testing.



In order to meet the growing water needs of the city, the water treatment plant was expanded to increase the sustained hydraulic capacity to 8.0 million gallons per day. Currently a project is underway to replace a

dilapidated well field control building. In FY 2012-13, the design work will begin for needed seismic and hydraulic upgrades to the three city water reservoirs.

The Public Works Department staff will face new challenges as growth resumes and drinking water standards continue to become more stringent.

The challenges of the future include the relocation and expansion of the water treatment plant. The Water Distribution Master Plan predicts a fourth water storage reservoir is needed to assist in balancing out distribution system flows and to provide increased capacity for emergencies and operational flexibility. Purchase of property for the new water treatment plant is scheduled to take place in the next year.

The wastewater treatment and conveyance facilities managed by the Operations Division consist of the wastewater treatment plant and pump stations. The focus over the next five years to the wastewater treatment and conveyance systems will mainly consist of upgrades to the wastewater treatment plant, and the influent pump station.

A Wastewater Treatment Plant Facilities Plan Update was completed in 2009. The purpose of this plan was to identify required system modifications to meet projected

growth and maintain compliance with the city's National Pollutant Discharge Elimination System Permit (NPDES) and any potential future regulations. The plan also identified immediate improvements which are required due to the fact that the plant is currently operating beyond its design age and capacity. The immediate necessary improvements include addressing capacity limitations and reliability at the influent pump station, disinfection systems, additional clarifier and oxidation ditch, headworks expansion, solids handling and compost facilities improvements, as well as administration building re-model to accommodate current usage needs. The identified improvements to the wastewater treatment plant are expected to be completed by 2018.

TO MAINTAIN:

The Maintenance Division is responsible for maintaining the city's public transportation, water, wastewater, storm drainage, landscape improvements, and building/property assets.



Transportation



Water



Wastewater



Storm Drainage



Park Improvements



Snow removal & sanding



Building



Landscaping



Street Sweeping

The public works maintenance division yard and administration building includes the equipment, systems and facilities to clean and repair the stormwater system, the wastewater collection system, the water distribution system, and the transportation system. The Maintenance Division also maintains city-owned buildings and green-spaces through its facilities section and city-owned vehicles through its fleet maintenance section. Specific functional objectives corresponding to each of the public infrastructure systems are as follows:

Stormwater: *83 miles of stormwater lines and ditches:* Maintain pipes, ditches, and detention basins to limit flooding and improve water quality in local streams.

Water: *110 miles of waterlines and 6,300 water customers:* Install and read water meters, repair and maintain fire hydrants, pipes, and valves, upgrade substandard pipes, and flush and disinfect waterlines.

Wastewater: *84 miles of wastewater lines and 6,260 wastewater customers:* Maintain and replace lines to limit blockages and system overflows. Limit excessive introduction of fats, oils and grease into the system.

Transportation: *141 lane miles of roads:* Repair and overlay road surfaces, install and reconstruct ADA ramps, grade and maintain gravel roads, repair curbs and sidewalks, sweep streets, install and maintain traffic control devices such as street signs and cross walks.

The Maintenance Division is currently facing two major challenges. The first is road maintenance. Of the 141 lane miles of city roadway, 40 are in need of an immediate overlay and seven have degraded to the point of requiring complete reconstruction. The second challenge is the need for expansion of the maintenance yard. Like the water treatment plant, the required land area available for expansion is unavailable at the current site. The maintenance yard location was originally purchased in the 1960's and the Maintenance Division has outgrown the site. The property purchased a few years ago for the wastewater treatment plant was large enough to accommodate the space needs for the maintenance division, but recently ODOT has contacted the city to purchase a large section of the property for the future bypass interchange at

Springbrook Road. In the next few years, a site should be selected and purchased that can accommodate the Maintenance Division space needs of the city for the next 50+ years.

TO PLAN AND IMPROVE:

The Engineering Division evaluates current system needs, manages capital improvement projects, and plans for future public infrastructure needs.



Transportation



Wastewater



Water



Stormwater



Special Projects



GIS

The Engineering Division accomplishes the planning and improving of the City of Newberg infrastructure through master planning, project management and design, infrastructure information gathering and warehousing, and inspection and regulation of private development.

The Engineering Division will begin working on a storm drainage master plan in 2012 and is currently working with the Planning Division over the next year to complete the updated transportation system master plan. Updates to the water master plans will be needed within the next three to five years.

The Oregon Department of Environmental Quality required the city to develop a Stormwater Total Maximum Daily Load (TMDL) Plan. This plan requires the city to inform the public about stormwater issues and concerns, control the stormwater flows

to surface waters and improve stormwater quality. The adoption of the plan has been approved by the Planning Commission and is scheduled in the next month for City Council review/action. Through the use of stormwater utility fees, the Engineering Division plans for targeted stormwater system maintenance and improvements to meet the new TMDL requirements.

As Newberg's public infrastructure assets grow, the GIS department is responsible for reliable and retrievable public infrastructure and property information. The data input, analysis, and mapping/retrieval functions of the GIS department are utilized city wide.

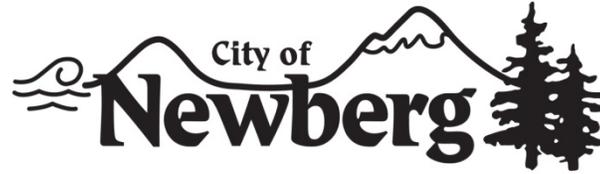
The Public Works Engineering Division is also tasked with managing special projects such as the Animal Shelter and the Fire Station Remodel projects which are both underway and should be completed early summer of 2012.

Private development, engineering design review, and construction inspection activities, have slowed over the last few years, but appear to be on the rise, hopefully showing signs of a recovering economy. Several apartment complexes and subdivision projects are currently in the planning phase and may break ground in the late summer of 2012.

PUBLIC WORKS 51XX

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	% CHANGE
					ADMINISTRATION			
137,627	70,618	126,020	0.93		Total Personal Services	0.75	103,617	-17.78%
1,751,573	1,804,230	1,981,477	-		Total Materials and Services	-	1,983,227	0.09%
1,889,200	1,874,848	2,107,497			TOTAL ADMINISTRATION		2,086,844	-0.98%
					ENGINEERING			
937,935	946,807	739,661	7.97		Total Personal Services	6.75	703,514	-4.89%
117,587	111,700	221,055			Total Materials and Services		124,986	-43.46%
9,624	9,552	3,680			Total Capital Outlay		5,100	38.59%
1,065,146	1,068,058	964,396			TOTAL ENGINEERING		833,600	-13.56%
					PLANT OPERATIONS			
1,121,694	1,137,865	1,197,798	14.25		Total Personal Services	14.25	1,280,941	6.94%
1,323,598	1,366,464	1,662,052			Total Materials and Services		1,598,828	-3.80%
87,519	17,420	137,000			Total Capital Outlay		270,000	97.08%
2,532,812	2,521,748	2,996,850			TOTAL PLANT OPERATIONS		3,149,768	5.10%
					MAINTENANCE			
1,567,360	1,559,440	1,660,969	19.75		Total Personal Services	16.75	1,514,216	-8.84%
1,022,875	1,083,727	1,712,331			Total Materials and Services		1,333,799	-22.11%
-	-	-			Total Capital Outlay		-	0.00%
2,590,235	2,643,167	3,373,300			TOTAL MAINTENANCE		2,848,015	-15.57%
					FLEET			
130,525	131,209	134,811	1.50		Total Personal Services	1.50	139,188	3.25%
40,985	30,726	51,700			Total Materials and Services		27,700	-46.42%
23,665	-	-			Total Capital Outlay		-	0.00%
195,175	161,935	186,511			TOTAL FLEET		166,888	-10.52%
					FACILITIES			
72,689	73,866	52,103	0.75		Total Personal Services	0.75	53,751	3.16%
326,951	312,025	302,850			Total Materials and Services		302,850	0.00%
-	5,247	-			Total Capital Outlay		-	0.00%
399,640	391,138	354,953			TOTAL FACILITIES		356,601	0.46%
					EQUIPMENT RESERVES			
1,116	11,959	11,000			Total Capital Outlay-Engineering		10,000	-9.09%
5,091	11,114	2,200			Total Capital Outlay-Plant Operations		-	-100.00%
15,166	5,897	216,000			Total Capital Outlay-Maintenance		580,000	168.52%
-	-	-			Total Capital Outlay-Fleet		-	0.00%
-	-	30,000			Total Capital Outlay-Facilities		30,000	0.00%
21,374	28,969	259,200			TOTAL RESERVES		620,000	139.20%
8,693,582	8,689,864	10,242,707	45.15		TOTAL PUBLIC WORKS	40.75	10,061,716	-1.77%

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**GENERAL
GOVERNMENT:
COUNCIL
CABLE TV**

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General Government

Program Description

General Government provides the resources for the Mayor and City Council to lead the City through goal development, policy discussion and decisions, and community consensus building. The budget also includes expenses for general non-departmental operating expenses, such as City dues to the League of Oregon Cities, Visitor's Center support, and contribution to the Old Fashioned Festival.

Mission Statement

The City of Newberg serves its citizens, promotes safety, and maintains a healthy community.

Vision Statement

Newberg will cultivate a healthy, safe environment where citizens can work, play and grow in a friendly, dynamic and diverse community valuing partnerships and opportunity.

Highlights and Accomplishments of 2011-12

- The Council continued contribution to local government agencies to support community efforts such as for public transportation to Chehalem Valley Transit, which provides local bus service to Newberg residents, Chehalem Valley Visitor Center, Newberg Old Fashioned Festival, and Your Community Mediators of Yamhill County.
- Reductions in travel & training, meetings attended, banquets attended, and extend community support to the City of Newberg in an effort to balance the budget.

Highlights of 2012-13 Budget

- Continued reductions in travel & training, meetings attended, banquets attended, and extend community support to the City of Newberg in an effort to balance the budget.
- The Council continues contribution to local government agencies to support community efforts such as for public transportation to Chehalem Valley Transit providing local bus service to Newberg residents, Chehalem Valley Visitor Center, and Newberg Old Fashioned Festival.

GENERAL GOVERNMENT

ACTUAL	ACTUAL	ADOPTED				PROPOSED	%	
2009-10	2010-11	2011-12	FTE	ACCOUNT #	DESCRIPTION	FTE	2012-13	CHANGE
					CITY COUNCIL			
6,753	10,202	10,616	-		Total Personal Services	-	10,652	0.34%
231,262	293,050	312,085			Total Materials and Services		318,165	1.95%
-	-	-			Total Capital Outlay		-	0.00%
238,015	303,253	322,701	-		TOTAL CITY COUNCIL	-	328,817	1.90%
					CABLE TV			
31,924	19,996	36,594			Total Materials and Services		15,000	-59.01%
31,924	19,996	36,594			TOTAL CABLE TV		15,000	-59.01%
269,939	323,249	359,295	-		TOTAL GENERAL GOVERNMENT	-	343,817	-4.31%

Administrative Support Service Charge Analysis 2012-13 Budget Year

General Information of Changes:

City Manager's Office

This department includes the City Manager's expenses as well as Human Resources, City Recorder, and Emergency Management.

The *City Recorder* department includes the Minute Takers wages for all the recognized committees of the City.

The *Emergency Management* department continues to provide training for CERT (Citizen Emergency Response Team) programs and Code Red emergency services. The City Departments continue to be trained and practice scenarios on a frequent basis to make sure the City is current with the national standards for disaster preparedness.

Finance Department

The Finance department budget includes *utility billing* as well as general finance functions. Utility billing costs are reimbursed 100% from the water, wastewater and stormwater funds via an administrative service charge.

Information Technology Department

During the 2011-12 year, an IT employee left. This position will not be filled.

For the past three years, fiscal constraints have reduced or eliminated the computer replacement budgets, therefore, overriding the established replacement schedules. Because of this 70% of our computer inventory is now in danger of failure. The replacement policy has continued to be modified so that computers and servers will only be replaced when they fail. We are now at the point where we can incur several weeks of down time in the event of computer failures.

Legal

The City Attorney may retire during fiscal year 2012-13. Accordingly, a retirement benefit payout valued at approximately \$157,000 has been included in the budget. In addition, 0.3 FTE has been added to the department budget to assist with prosecution and other legal services.

Administrative Services costs are funded by City Service Departments. The allocation is based upon a variety of factors.

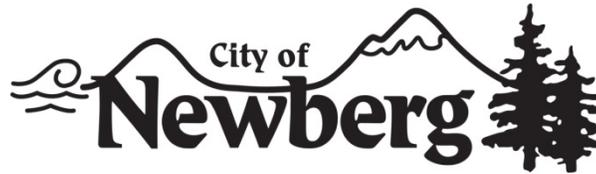
Factors include:

- Full Time Equivalent Employees
 - Human Resources

- Percent of Budget
 - Finance
 - City Manager
 - City Recorder

- Equipment Count
 - General Office, IT, Fleet, and Facilities are funded by other departments based on use, number of phones, services calls, and repair needs.

- Prior Fiscal Year Experience
 - Code Enforcement - based on time spent resolving code compliance issues for departments.
 - General Office, IT, Fleet, and Facilities are funded by other departments based on use, number of phones, services calls, and repair needs.
 - Legal is funded by allocation of time spent based upon areas in prior year experience.



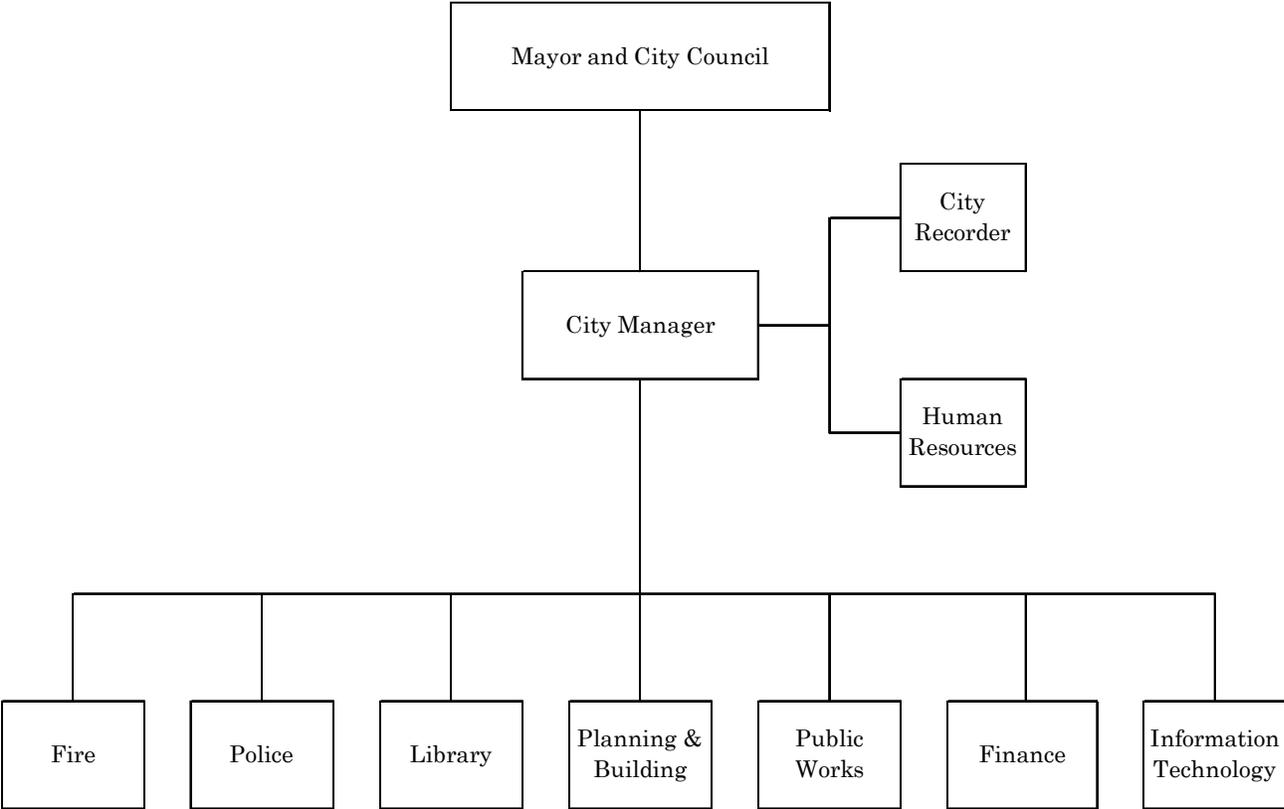
CITY MANAGER'S OFFICE:

CITY MANAGER

CITY RECORDER

HUMAN RESOURCES

City Manager's Office



City Manager's Office

City Manager, City Recorder, and Human Resources Manager

Program Description

The City Manager is the chief administrative officer for the City and is responsible for the management of all City activities and all aspects of City services. The City Manager is employed by the Mayor and City Council by contract. The City Manager's Office serves as the emergency manager; provides staff support for the Mayor and City Council such as coordinating meetings, events, staff reports, and prepares Council agendas; recruitment of new employees, employee orientations and exit interviews; maintenance of personnel activity including retirement processing, disciplinary actions, general inquiries, yearly health insurance enrollment and employee recognition; serves as the Safety Committee liaison; managing and coordinating City-wide efforts for records management; and managing public record requests. The City Manager serves as the City liaison on intergovernmental issues.

Value Statements

Honesty and integrity are the hallmarks of a good City Manager. Providing constructive and objective advice to the City Council is essential for the well-being of the City.

Highlights and Accomplishments of 2011-12

- Human Resources Manager put together the recruitment process and hiring of a new City Engineer/Engineering Manager along with recruitment and follow-up of 16 other employees.
- Human Resources Manager worked with 32 employees and helped to finalize their separations from the City either through retirement, layoffs, or resignations.
- Human Resources Manager put together department assessment programs for the Public Works Department divisions including Engineering and the Maintenance Department.
- City Recorder served on Oregon Association of Municipal Recorders (OAMR) committees. As recognition for her hard work on these committees, she now serves as the OAMR Second Vice President.
- City Recorder completed a records management overhaul by accounting, indexing, and destroying over 800 personnel files, over 100 boxes of legal files, and more than 30 boxes of administration records.
- City Recorder created a Standard Operating Procedures Manual for the City Recorder's Office including one for the City Recorder, one for the Minutes Recorders, and updated all City Recorder's Office job descriptions.
- Established a Public Information Committee to work with the press and staff as

a means of highlighting the outstanding work of all the City employees.

- Expanded the role of the Safety Committee to include risk management with the goal to control liability costs.

Program Goals for 2012-2013

- Provide the highest quality of professional City management services to the City of Newberg.
- Communicate with the City Council, City employees, and citizens through all available means and encourage citizen involvement.
- Continue to serve as a liaison between the City and other government, non-profit, and community agencies and organizations.
- Continued education for the Human Resources Manager to stay current with frequently changing laws, to ensure the City and employees are in compliance, and to keep informed of personnel rights.
- Continue putting together the SOP for the Human Resources Department.
- Continued education for the City Recorder to stay current with frequently changing laws, and to ensure the City and employees are in compliance of public meeting, public records, and public transparency laws.
- Continue efforts for a City-wide records destruction day. This will ensure the City’s compliance with the State Law regarding records management.
- Continue to provide educational programs on site for department heads and middle-management.
- Improve risk assessment and management to limit and reduce City liability and its associated costs.

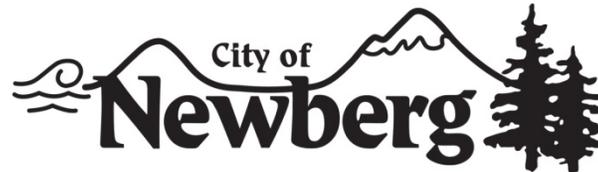
Statistics of Services

Indicators:	2007-08	2008-09	2009-10	2010-11	2011-12 (as of 3/1)
Positions Advertised	19	21	4	6	16
New Employees Hired	18	21	6	7	17
Records Requests (traceable through Recorder’s Office)	20	27	41	57	66
Action Items before Council (ordinances/resolutions/orders)	113	81	68	39	41
Average Council Meeting Length (in hours)	3.5	2.75	3	3.75	3.26
Number of Public Meetings (Council/committee/commissions)	116	100	111	95	53

CITY MANAGER'S OFFICE

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	% CHANGE
					MANAGER			
178,936	172,977	190,356	1.00		Total Personal Services	1.00	194,013	1.92%
9,266	9,721	10,050			Total Materials and Services		8,150	-18.91%
188,202	182,698	200,406			TOTAL MANAGER		202,163	0.88%
					CITY RECORDER			
85,725	114,112	120,856	1.00		Total Personal Services	1.00	125,173	3.57%
8,671	15,650	21,325			Total Materials and Services		21,300	-0.12%
94,396	129,762	142,181			TOTAL CITY RECORDER		146,473	3.02%
					HUMAN RESOURCES			
102,755	102,962	105,100	1.00		Total Personal Services	1.00	123,695	17.69%
28,936	27,970	41,376			Total Materials and Services		41,376	0.00%
131,690	130,932	146,476			TOTAL HUMAN RESOURCES		165,071	12.70%
					EQUIPMENT RESERVES			
-	-	-			Total Capital Outlay		-	0.00%
-	-	-			TOTAL RESERVES		-	0.00%
282,599	312,460	342,587	2.00		TOTAL CITY MANAGER'S OFFICE	2.00	348,636	1.77%

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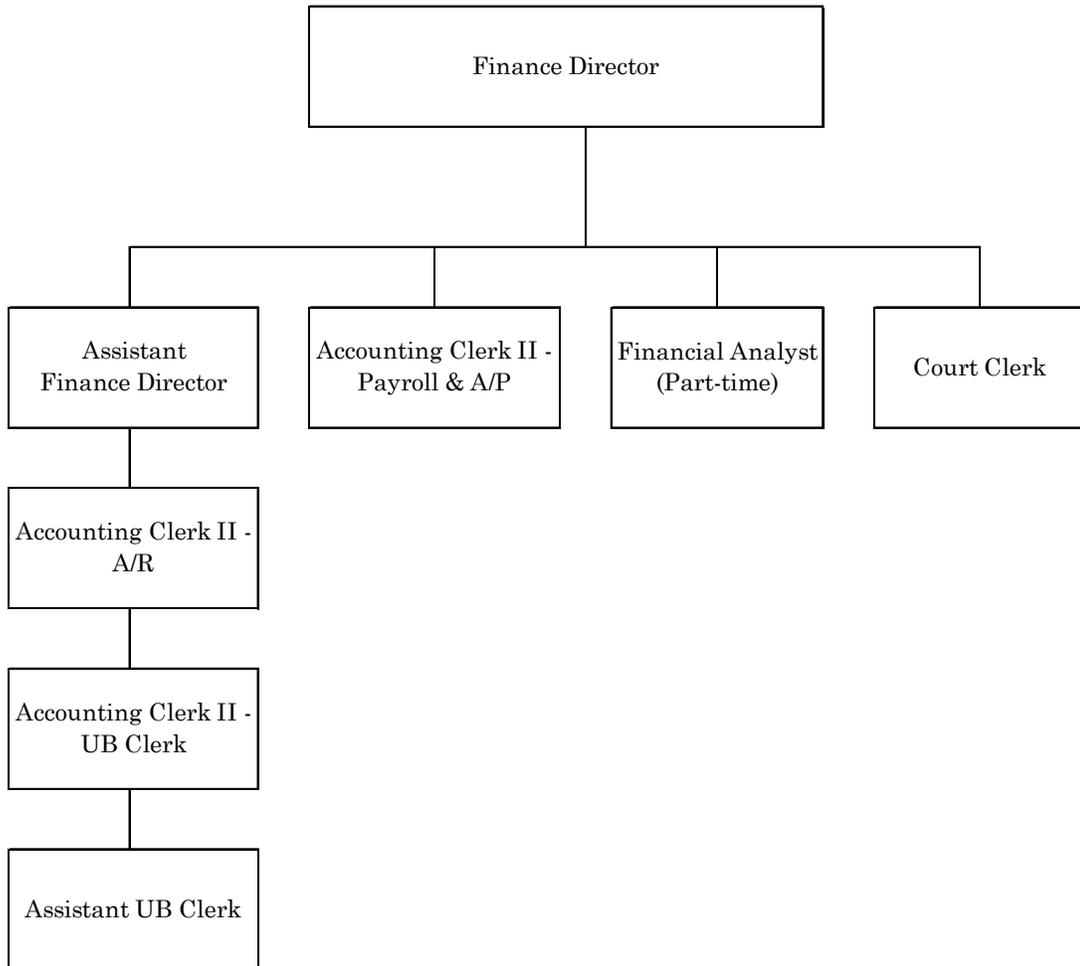
FINANCIAL SERVICES:

FINANCE

UTILITY BILLING

GENERAL OFFICE

Finance Department



Finance Department

Program Description

The Finance Department provides a variety of financial services to the City Council, City departments, Budget Committee, and citizens. These services include accounting, payroll, cash management and investments, debt service management, annual audit preparation, capital improvement financing, financial forecasting, annual budget preparation and administration, and utility billing (Water, Wastewater, Stormwater, Fire & EMS Equipment Fee and Public Safety Fee). The Finance Department budget also includes the centralized costs of telephones and postage. The Finance Director serves as staff liaison to the Budget Committee and the Citizens' Rate Review Committee.

Mission Statement

The mission of the Finance Department is to maintain all financial records in keeping with the Generally Accepting Accounting Principles (GAAP), Governmental Accounting Standard Practices, and Oregon Local Budget Law. Integrity and creditability is our character and we strive to provide current, accurate and timely information.

Value Statement

- **Commitment:** Members of the Newberg Finance Department are committed to the highest standards of governmental accounting and budgeting.
- **Professionalism:** Members of the Newberg Finance Department are ethical, dedicated employees who place their highest priority on providing sound financial information to the public and other departments.
- **Partnership:** Members of the Newberg Finance Department partner with other City departments to provide information and products that are useful and timely.
- **Communication:** Members of the Newberg Finance Department strive to provide timely information to the public.

Highlights and Accomplishments of 2011-12

- Completed another successful audit with our auditors.
- Prepared drawdowns on financed capital improvement projects.
- Assisted various departments in tracking expenditures of grants for additional audit requirements.

Highlights of 2012-13 Budget

- The budget is a status quo budget.
- Excluding Court and Utility Billing, the balance of 4.5 FTE is the same number of FTEs as in the 1990's. Although the City has grown significantly since then, moving the Finance Department to City Hall has allowed the Finance Department to trim back as much as it can to be as lean as possible.

Goals and Objectives for 2012-13

In addition to its regular responsibilities of accounts payable, accounts receivable, utility billing, payroll, cash management, purchasing, mail, lien management, and banking, the Department will:

- Maintain the comprehensive annual financial report award by conforming to the highest standards issued by the industry.
- Work with all other departments and appropriate citizen committees, including the Budget Committee and Citizens' Rate Review Committee, to develop sound financial practices and processes.
 - The Finance Director will share responsibilities with the Public Works Director supporting the Citizens' Rate Review Committee and will provide all appropriate financial and utility billing information to ensure equitable and appropriate rate development.
 - Staff will ensure internal monthly reports are out in a timely manner.
 - Staff will ensure proper internal controls are in place and working effectively.
- Maintain the highest bond rating possible by the rating agencies.
- Prepare the City Budget.
 - Long range financial projections shall be developed as part of the budget process.
 - Staff will work with the City Manager on compensation and benefit issues as they affect the budget.
 - The City Manager and Finance Director shall work together on balancing issues.
 - Staff will work with Public Works on the funding of and financial tracking of capital improvement projects.
 - Staff will participate in alternative funding discussions.
- Partner with Human Resources to maintain appropriate personnel and payroll practices.
- Implement and use technology to enhance its services to citizens and City employees.
- Enhance financial transparency, by providing more information on the City's website related to the City's finances.
- Participate on statewide and regional committees through our accounting software and membership in the Oregon Municipal Finance Officers Association.

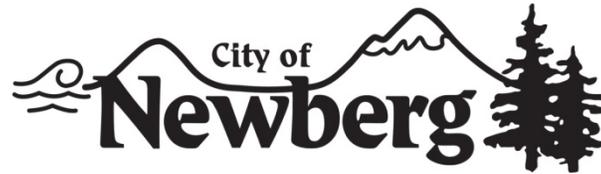
GFOA Financial Reporting Award – City of Newberg

The City of Newberg continues to receive the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting for FY 2010-11! This Comprehensive Financial Reporting Award is a huge achievement and honors go to Elaina Canutt, Financial Analyst. Elaina works diligently year-long to keep the City's accounting records accurate and the City has been recognized again through her high work ethic.

FINANCIAL SERVICES

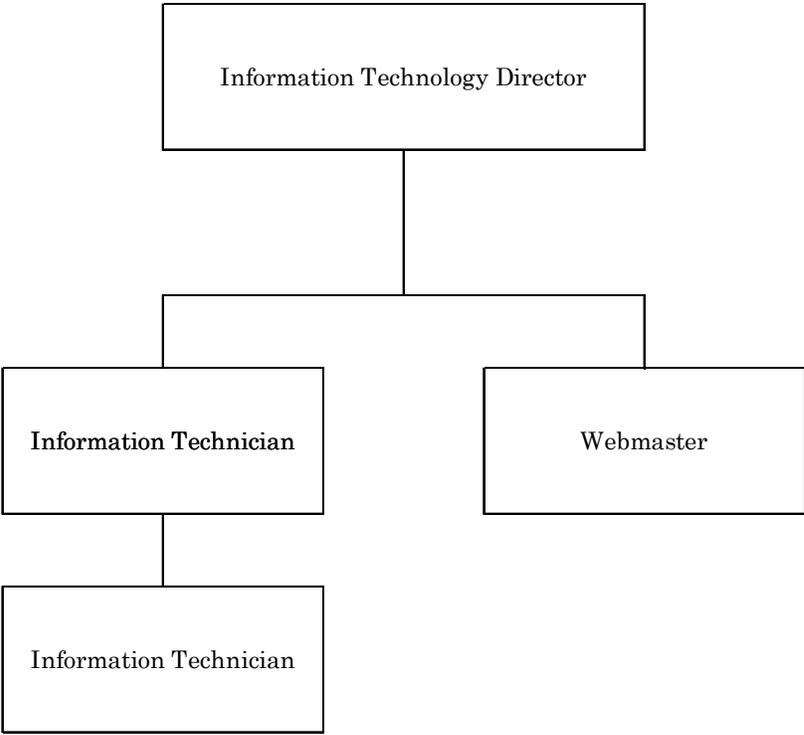
ACTUAL	ACTUAL	ADOPTED				PROPOSED	%	
2009-10	2010-11	2011-12	FTE	ACCOUNT #	DESCRIPTION	FTE	2012-13	CHANGE
					FINANCE			
435,099	436,687	413,131	4.50		Total Personal Services	4.50	414,846	0.42%
54,559	70,097	64,050			Total Materials and Services		60,595	-5.39%
16,002	-	-			Total Capital Outlay		-	0.00%
505,660	506,784	477,181			TOTAL FINANCE		475,441	-0.36%
					UTILITY BILLING			
90,130	101,452	143,215	2.00		Total Personal Services	2.00	149,254	4.22%
84,748	99,254	138,050			Total Materials and Services		137,100	-0.69%
8,000	45,361	1,000			Total Capital Outlay		1,000	0.00%
182,878	246,068	282,265			TOTAL UTILITY BILLING		287,354	1.80%
					GENERAL OFFICE			
239,277	226,944	245,000			Total Materials and Services		184,500	-24.69%
239,277	226,944	245,000			TOTAL GENERAL OFFICE		184,500	-24.69%
					EQUIPMENT RESERVES			
10,439	11,368	4,400			Total Capital Outlay		-	-100.00%
10,439	11,368	4,400			TOTAL RESERVES		-	-100.00%
938,253	991,163	1,008,846	6.50		TOTAL FINANCIAL SERVICES	6.50	947,295	-6.10%

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INFORMATION TECHNOLOGY

Information Technology Department



Information Technology Department

Program Description

The IT Department supports the City-wide area network, office applications, and hardware, including the City-wide e-mail system, data backup, and website. IT provides support for all departments and divisions.

The IT Department is staffed with the IT Director and three technicians. We operate the Help Desk fifty-six hours a week, and 24 hour support is offered through on-call during evenings and weekends. Present after-hours call outs are averaging four incidents per week.

Highlights of 2012-13 Budget

- IT Staff has been reduced by 1FTE (20%)
- Materials and Services have been reduced by \$50,000
- The City has reduced or eliminated computer replacement contributions for three years, and no replacement contributions are expected in 2012-13. 70% of the City computer inventory is now past its intended lifecycle. 8 servers (25% of our inventory) are at a critical stage and could fail at any time. Many computers, servers, desktops, and mobile data terminals (used in public safety vehicles) are now 10 years old or older.

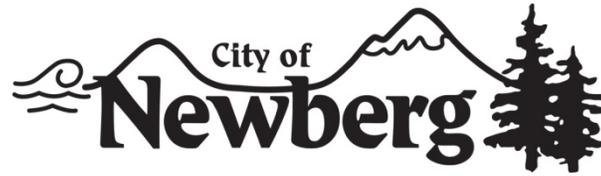
Program Goals for 2012-13

- The Goal of the IT department is to maintain our existing inventory. Due to staff reductions and the age of our computer inventory, IT is focusing on corrective maintenance.
- Service levels have dropped in relation to project-orientated service. All requests to IT for project related work are now being accepted on a case-by-case basis for staff availability and system resources. The impact is little or no projects accepted.

INFORMATION TECHNOLOGY

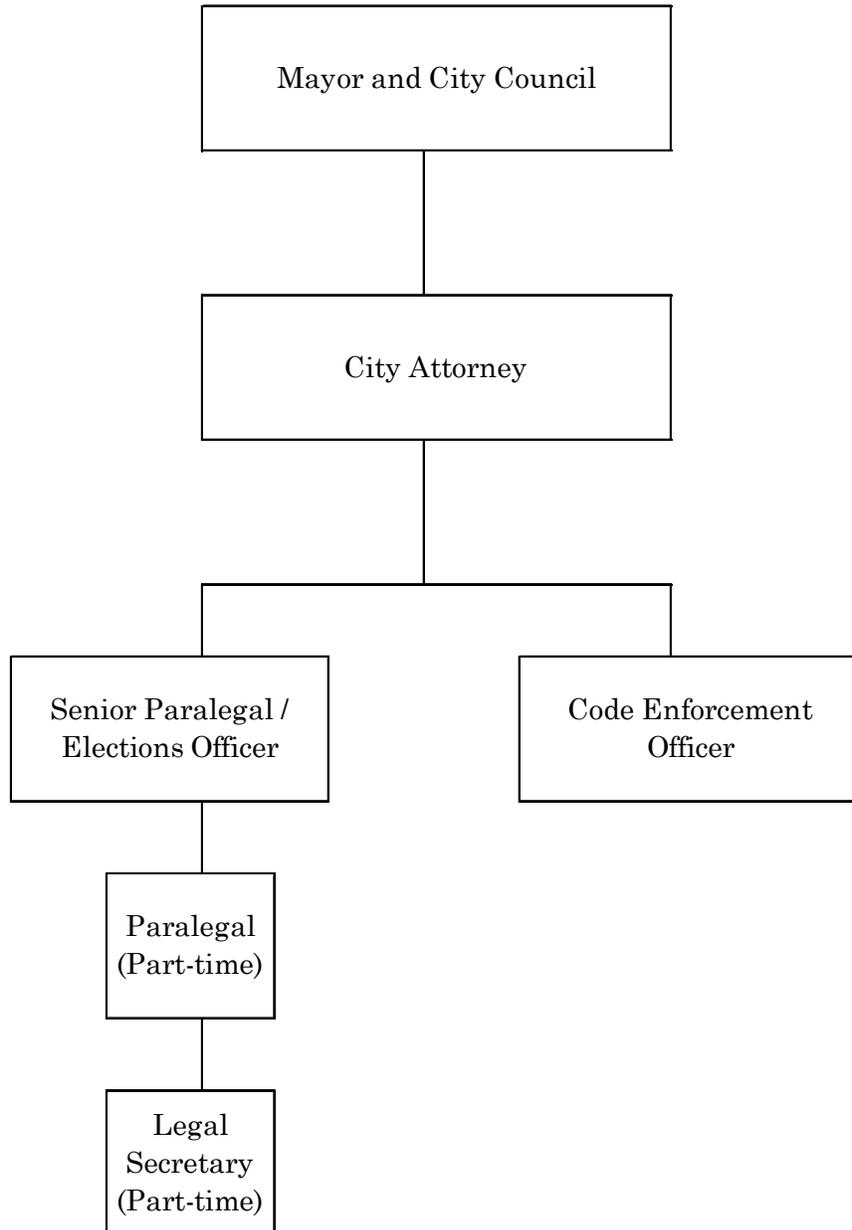
ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	% CHANGE
					INFORMATION TECHNOLOGY			
438,670	433,100	435,103	5.00		Total Personal Services	4.00	373,034	-14.27%
41,679	52,022	55,600			Total Materials and Services		69,600	25.18%
37,879	31,456	50,000			Total Capital Outlay		-	-100.00%
518,228	516,578	540,703			TOTAL INFORMATION TECHNOLOGY		442,634	-18.14%
					EQUIPMENT RESERVES			
2,275	5,500	10,539			Total Capital Outlay		40,000	279.54%
2,275	5,500	10,539			TOTAL RESERVES		40,000	279.54%
520,503	522,078	551,242	5.00		TOTAL INFORMATION TECHNOLOGY	4.00	482,634	-12.45%

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LEGAL

Legal



Legal Department

Program Description

The Legal Department consists of the city attorney, a senior paralegal/elections officer, a code enforcement officer, a prosecution paralegal (part-time), and a legal secretary (part-time). The City had a city prosecutor twice in the past. Those duties were reassumed by the City Attorney this past budget year due to funding constraints. However, this position is eliminated when necessary, such as it was most recently.

Additionally, the Legal Department directs all litigation and administrative hearings; conducts a legal review of all contracts and essential documents; provides legal advice to the City Council and staff concerning issues or potential issues; provides prosecutorial services; manages outside legal counsel; provides all local elections and code enforcement services; plays an active role in labor relations and franchising; processes liability claims; and contributes to risk management functions.

Highlights and Accomplishments of 2011-12

- Election correspondence for the City Charter amendment initiative petition ballot measure.
- Handled personnel issues connected with the reduction in force layoffs due to budget constraints.
- Land use litigation of the Economic Opportunities Analysis Appeal.
- Leather's Oil Company v. Fred Meyer: Affirmed at LUBA (Land Use Board of Appeals).
- Negotiations and agreement of the new Police Collective Bargaining Agreement.
- Assumed prosecutor role with increased communications with police officers.

Highlights for 2012-13 Budget

- Payout for Anticipated Retirement of City Attorney per Contract:
 - This November of 2012, the City Attorney will have completed 26 years of service as City Attorney. He has been discussing with the City Council and City Manager his retirement. A date has not been set as of yet but planning for the transition is being done. There will be payouts of accrued leave which has been anticipated and budgeted over the past few years. Although it is not certain that the City Attorney will retire during fiscal year 2012-13, it is prudent to budget for the amount.
 - Even though there will be a cost-factor to the City at time of retirement, the City will have an opportunity to save legal counsel costs during the transitional phase if the City decides to utilize the present City Attorney on a part-time basis.
 - Retirement Payout of \$110,000
 - Related Benefits Payout of \$47,000
- The Municipal Court has become quite active. The City is making a substantial effort to collect the outstanding fines and costs owed to the City from back cases.

The prosecution paralegal (part-time) has worked with the court clerk to spearhead this project.

- 0.3 FTE to assist with prosecution and other legal issues

Goals and Objectives for 2012-13

- Provide clear and concise legal advice to the City Council and staff.
- Provide legal input to City Council to identify legal policy alternatives and implementation consequences.
- Educate department heads and employees concerning developing legal issues and requirements.
- Maintain continuing legal education as a requirement by the Oregon State Bar.
- Maintain an atmosphere of openness so that employees can obtain answers to questions.
- Direct City’s participation in litigation.

LEGAL

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	% CHANGE
					LEGAL			
418,263	427,807	400,932	4.00		Total Personal Services	4.30	589,258	46.97%
46,464	16,888	43,676			Total Materials and Services		43,500	-0.40%
464,727	444,696	444,608			TOTAL LEGAL		632,758	42.32%
					EQUIPMENT RESERVES			
-	8,000	-			Total Capital Outlay		-	0.00%
-	8,000	-			TOTAL RESERVES		-	0.00%
464,727	452,696	444,608	4.00		TOTAL LEGAL	4.30	632,758	42.32%



2012-2013 CAPITAL IMPROVEMENT PROGRAM

March 2012



Transportation



Water



Wastewater



Stormwater

City of Newberg Public Works Department

The City of Newberg's Capital Improvement Projects Program completes the planning, design, and construction of City infrastructure in five distinct areas of work throughout the City, as follows:

❖ Transportation

❖ Water

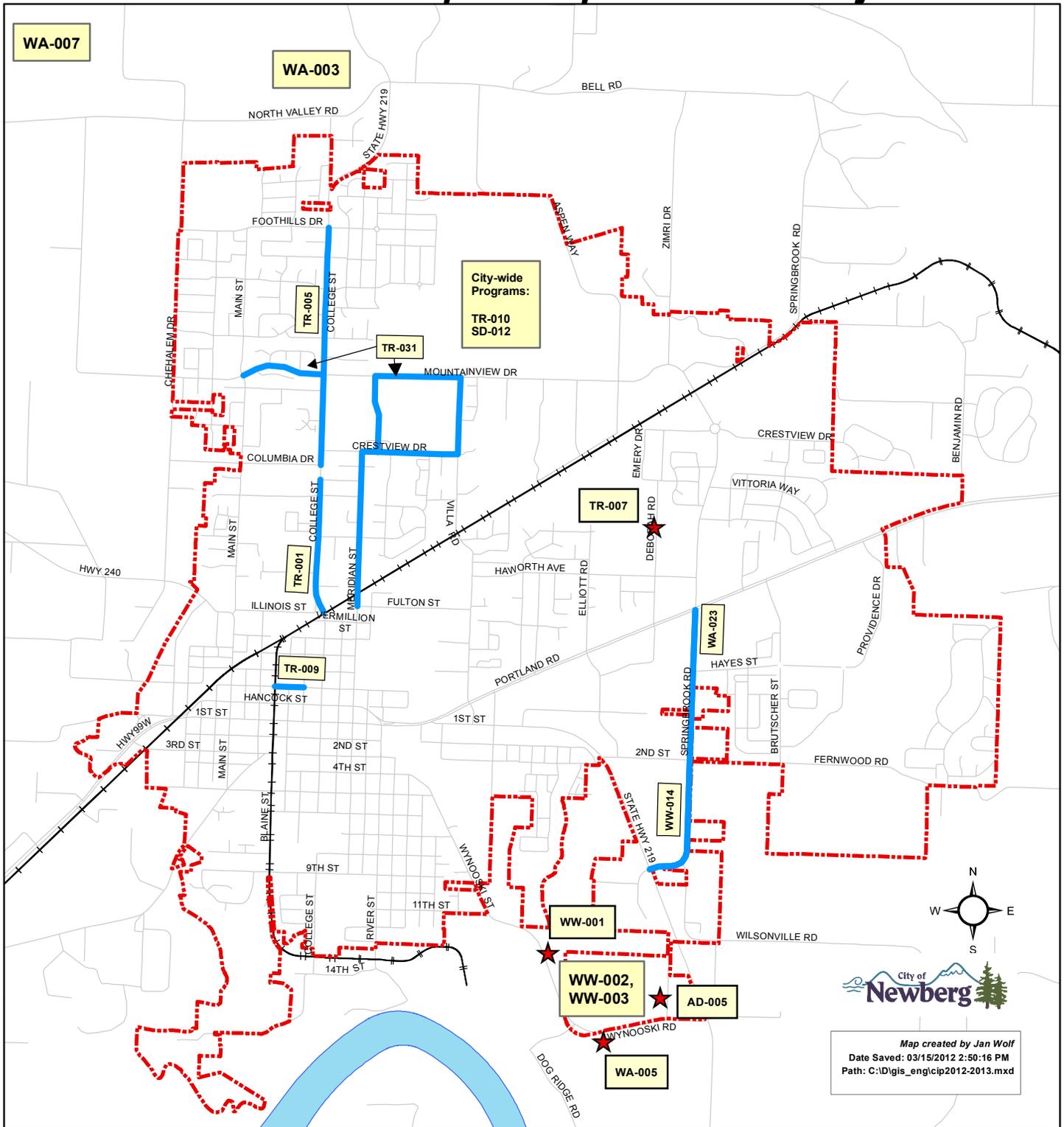
❖ Wastewater

❖ Stormwater

❖ Special Projects

City of Newberg Public Works Department

2012 - 2013 Capital Improvement Projects



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	Transportation		Special Projects		Water
TR-001	College St. Bike Lanes/W. Sidewalk	AD-005	Newberg Animal Shelter	WA-003	Reservoir Improvements
TR-005	College St. Right-of-Way Acquisition		Wastewater	WA-005	WTP Property Purchase
TR-007	Deborah Rd School Zone Signs	WW-001	Wynooski PS Property Purchase	WA-007	Springs Improvements
TR-009	Sheridan St. Enhancement	WW-002/003	WWTP RRE Design & Const.	WA-023	Springbrook Rd. (Bypass) Waterline
TR-010	Pavement Rehabilitation/ADA Program	WW-014	Springbrook Rd. (Bypass) Sewerline		Stormwater
TR-031	Bikeway Program			SD-012	Master Plan Update

2012-2013 CAPITAL PROJECTS TRANSPORTATION

The Transportation System Master Plan and associated studies have identified traffic signal, street capacity, non-street capacity, public transportation, and bicycle/pedestrian facility improvement projects.

The following project list was developed from the master plan and studies while considering the available funds and the priority of the various projects. Future revenue from funding sources may alter the timing and/or scope of the projects.

<u>Current Projects</u>	<u>Timeframe</u>
College Street, Sidewalk & Bike Lanes	2010/14
College Street, R-O-W Acquisition	2011/13
Deborah Road, Safe Routes to School	2011/13
Sheridan Street Enhancement (Cultural Center)	2011/13
Pavement Rehabilitation/ADA Program	2012/13
Bikeway Program	2012/13

City of Newberg Public Works Department

Transportation Program

Project Summary Sheet

TR-001 College Street Sidewalk & Bike Lanes

\$155,000

This project is funded primarily through ODOT's Transportation Enhancement Program with the City providing the required matching funds. The project will extend sidewalks on the west side and bike lanes on both sides of N. College Street from Vermillion Street to Aldercrest Drive. ODOT will provide right-of-way services and hire a consultant to complete the design in 2012/13 and construction in 2013/14. City and railroad staff have completed improvements at the railroad crossing.



Project Location



College Street Sidewalk -West (looking north)



College Street Sidewalk -East (looking north)

City of Newberg Public Works Department

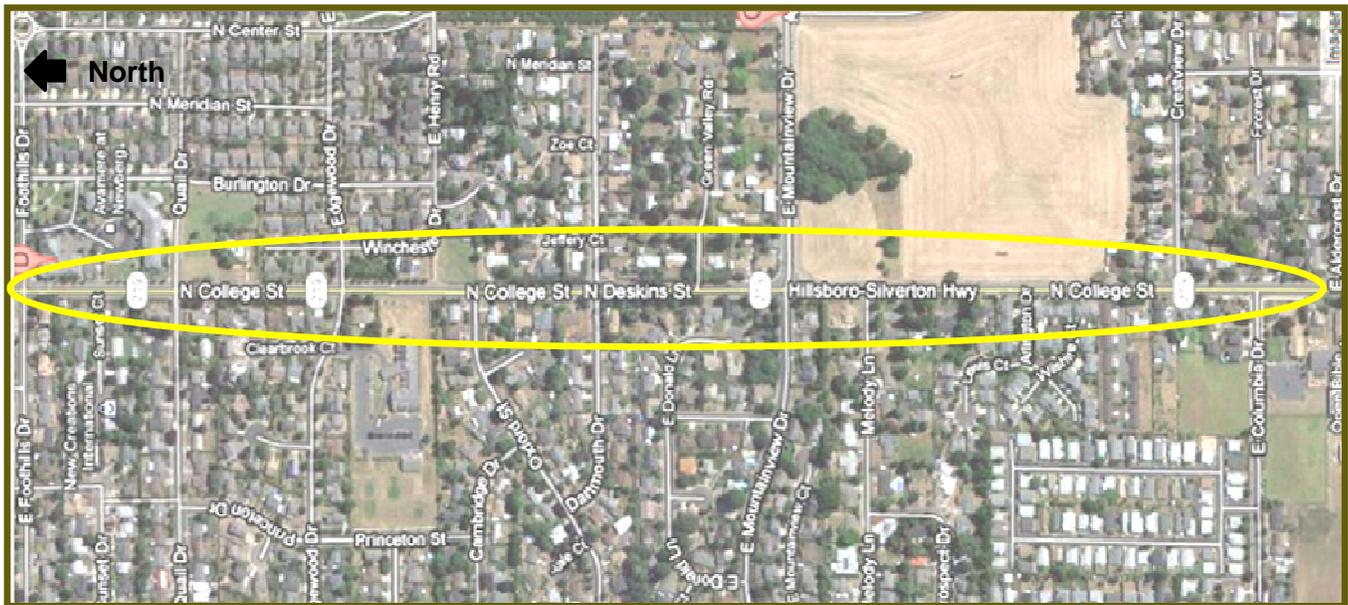
Transportation Program

Project Summary Sheet

TR-005 College Street Right-of-Way Acquisition

\$70,000

In the future, the City will need to secure ODOT funding to improve the sidewalks and the bike lanes along N. College Street (aka Hwy 219) from Aldercrest Drive to Foothills Drive. The lack of available right-of-way reduces the project's application score when competing for ODOT grants. This project will require a consultant to negotiate and acquire right-of-way from about 15 properties on the west side of N. College Street. This project is proposed to begin in 2011/12.



Project Location

City of Newberg Public Works Department

Transportation Program

Project Summary Sheet

TR-007 Deborah Road, Safe Routes to School

\$6,000

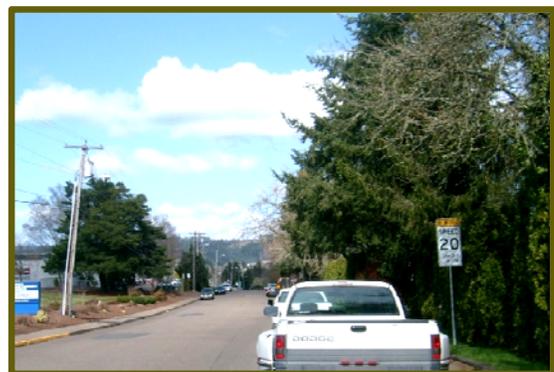
The identified traffic/pedestrian safety issue along Deborah Road in front of Mabel Rush Elementary School will be addressed by installing two flashing school zone signs with speed feedback displays. ODOT has approved this project to be paid for with federal funding. It is currently listed as a reserve project and once funding is made available by ODOT, the project will go through the design-bid-build process. The City's administrative contribution is budgeted in anticipation of the project moving forward.



Project Location



Similar Sign Installed at Joan Austin School



Deborah Road Street View (looking north)

City of Newberg Public Works Department

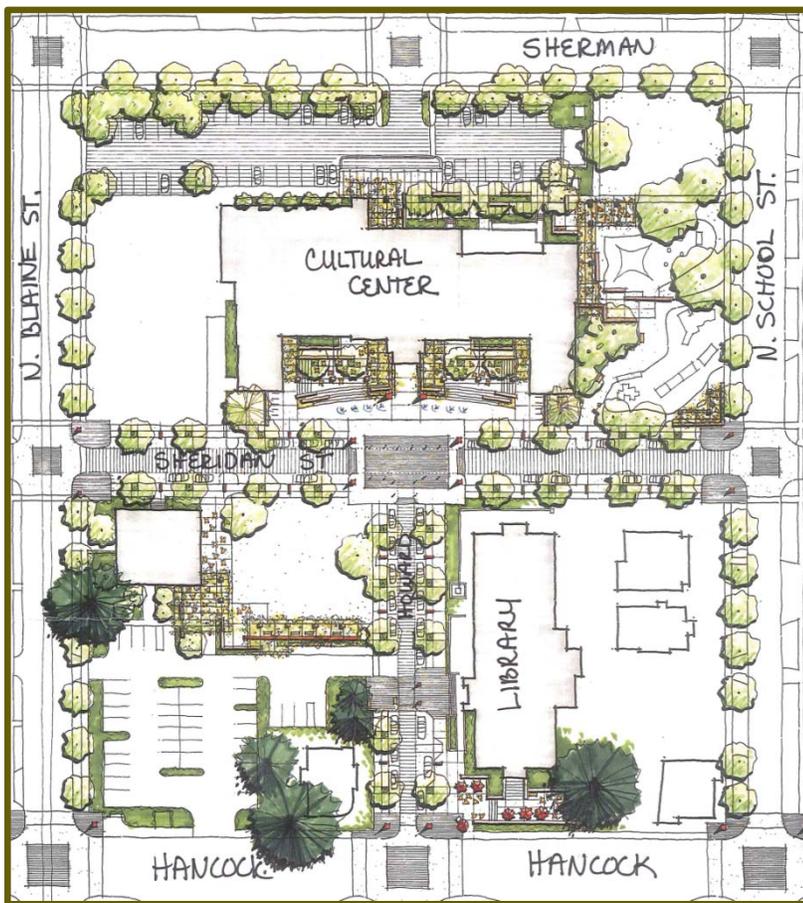
Transportation Program

Project Summary Sheet

TR-009 Sheridan Street Enhancement (Cultural Center)

\$370,000

Streets within the civic corridor adjacent to the Cultural Center are in disrepair. The street system near the renovated Cultural Center is key to attracting visitors to downtown Newberg and the streets should be in good repair. In keeping with the civic corridor planning, additional enhancements to the streetscape are also planned, as shown on the preliminary design sketch below.



Architect's Preliminary Design Sketch



Sheridan Street
Runs in an East and West Direction
South of the Cultural Center
(looking north)

City of Newberg Public Works Department

Transportation Program

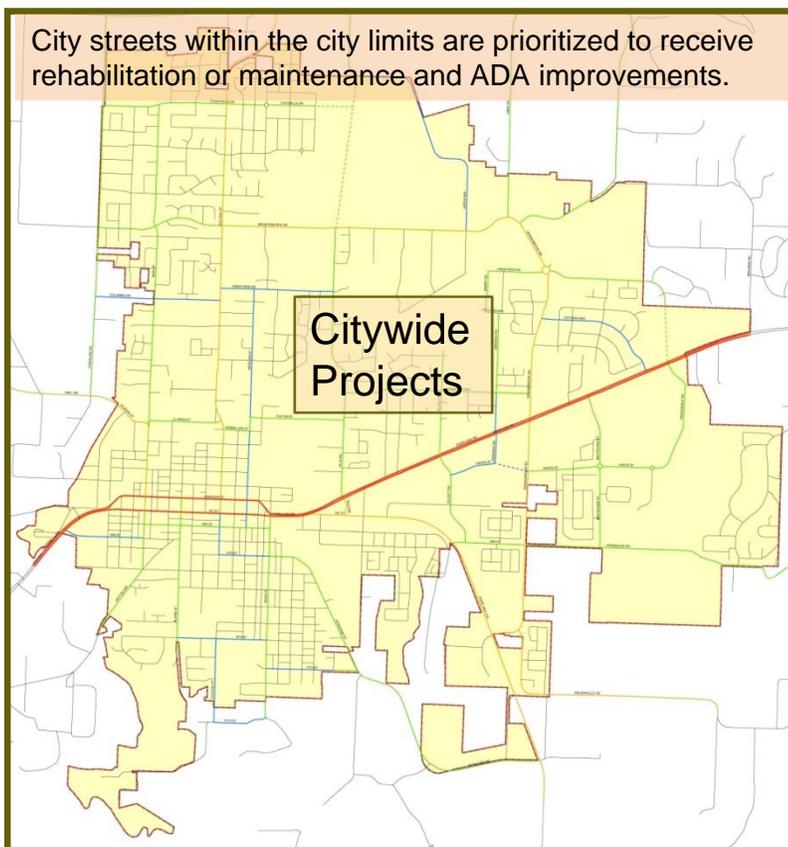
Project Summary Sheet

TR-010 Pavement Rehabilitation and
ADA Improvement Program

\$500,000

An evaluation of all City streets was conducted in 2011 and a list of streets that require rehabilitation improvements was created. The first group of streets will be improved in 2012/13, either by slurry/chip sealing, crack sealing, or overlay. A group of streets will be done each year as funds are available. This program also includes construction of ADA sidewalk ramps.

Note: \$271,400 in the budget is earmarked for pavement grinding and inlay and the remaining \$378,600 is available primarily for crack, slurry/chip seal, and ADA improvements.



Project Location



City of Newberg Public Works Department

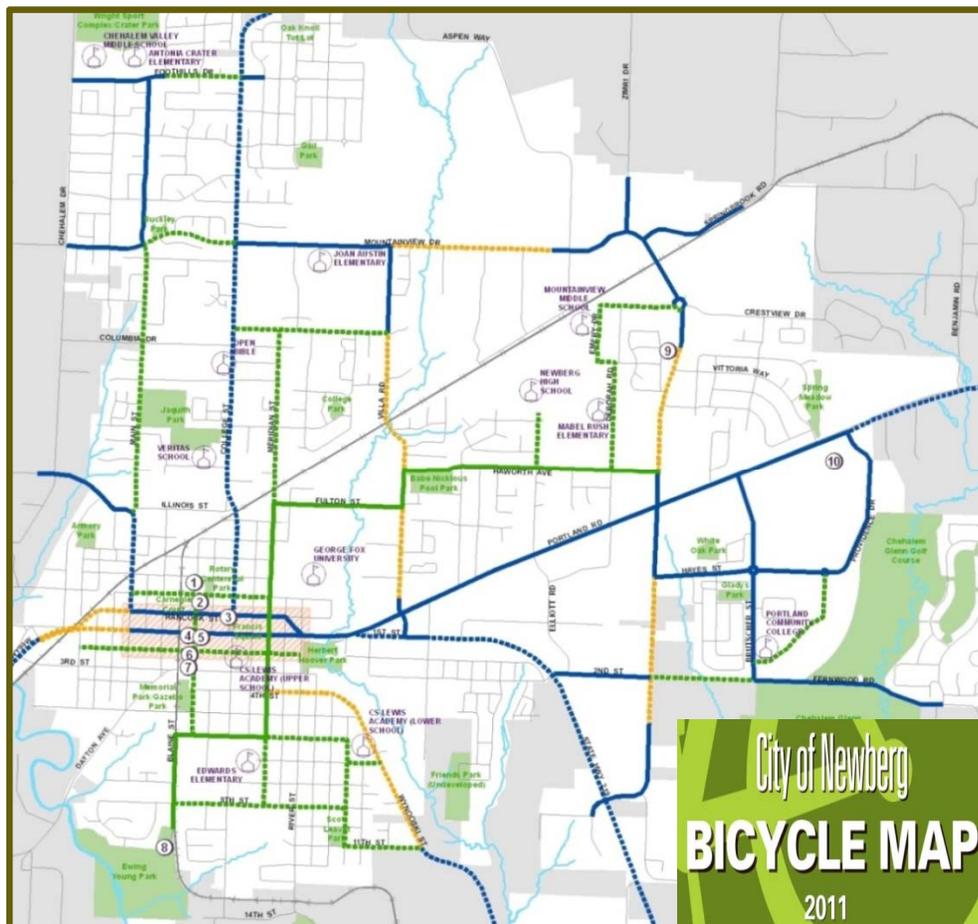
Transportation Program

Project Summary Sheet

TR-031 Bikeway Program

\$10,000

A comprehensive bicycle program was established in 2011 to implement the policies and recommended improvements listed in the ADA/ Pedestrian/Bike Route Improvement Plan. Annual funding will be allocated to complete a segment of the overall bike route plan and associated improvements, including printing updated maps and other project related costs. The first segment, Springbrook at Haworth to the skate park will be completed in 2011/12. N. Meridian from Fulton to Mountainview and around Joan Austin School is proposed for 2012/13.



City of Newberg Public Works Department

2012-2013 CAPITAL PROJECTS

WATER

While the Water Distribution System Plan outlines needed improvements to the overall water system, the Water Treatment Facilities Plan focuses on needed upgrades to the water treatment plant. The majority of the master plan work at the water treatment plant was completed in 2006.

The following project list was developed from the master plan and studies while considering the available funds and the priority of the various projects. Future revenue from funding sources may alter the timing and/or scope of the projects

<u>Current Projects</u>	<u>Timeframe</u>
Reservoir Improvements, Design & Const.	2011/16
Water Treatment Plant Property Purchase	2011/13
Springs Water System Divestiture and/or Imp.	2011/13
Springbrook Road (Bypass) Waterline	2012/15

City of Newberg Public Works Department

Water Program

Project Summary Sheet

WA-003 Reservoir Improvements, Design & Const. \$175,000

In the event of a major earthquake the City reservoirs could potentially be taken off-line and even destroyed. These essential facilities must be protected. A study of the existing conditions of both of the North Valley Road Reservoirs (NVRR) and the Corral Creek Road Reservoir (CCRR) was completed in 2011. The design of the structural (seismic) and operational repairs for all reservoirs will be done in 2012/13 and construction will be phased over the next five years for an approximate total cost of just over \$2 million.



North Valley Road Reservoirs

Corral Creek Reservoir



City of Newberg Public Works Department

Water Program

Project Summary Sheet

WA-005 Water Treatment Plant Property Purchase \$350,000

The existing water treatment plant cannot be further expanded as it is surrounded by active operations of the SP Newsprint plant. The City's ability to provide adequate potable water will soon be unable to meet growth demands. Property on Wynooski Road near the wastewater treatment plant is being considered as a potential new site. Suitability testing will still need to be performed. Design of the new plant is planned for 2015/16 which would allow the City to replace the 7.5 mgd plant with a new plant capable of 15 mgd.



Existing Water Treatment Plant



Proposed Property for New Plant

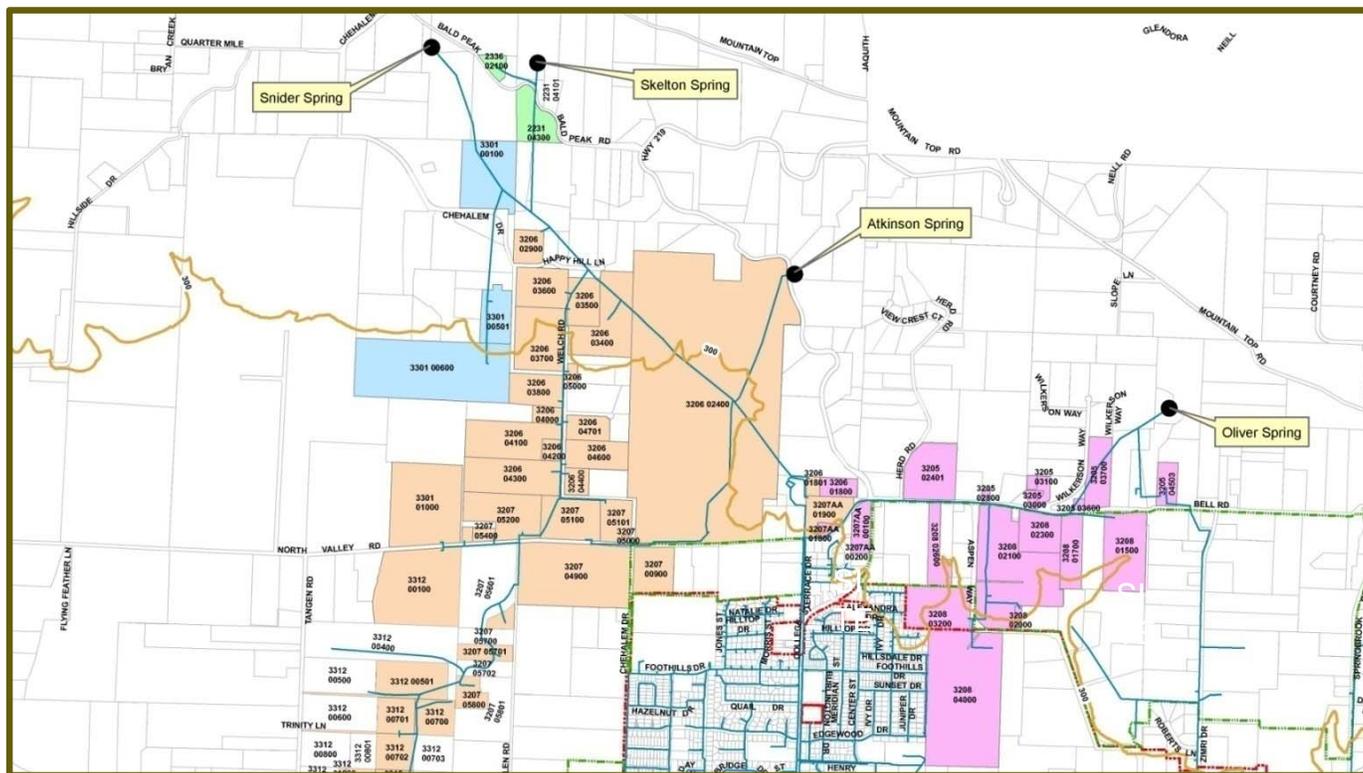
City of Newberg Public Works Department

Water Program

Project Summary Sheet

WA-007 Springs Water System Divestiture and/or Imp.
\$700,000

The City must comply with the State Drinking Water Program mandate to address the water quality distributed through the City's spring line. Improvements are currently needed to raise the PH of the water. The Public Works Operations Division is working on a solution to the PH problem. A presentation to Council will be scheduled in the next several months to discuss water quality improvements and future ownership options.



Springs Location Sketch

City of Newberg Public Works Department

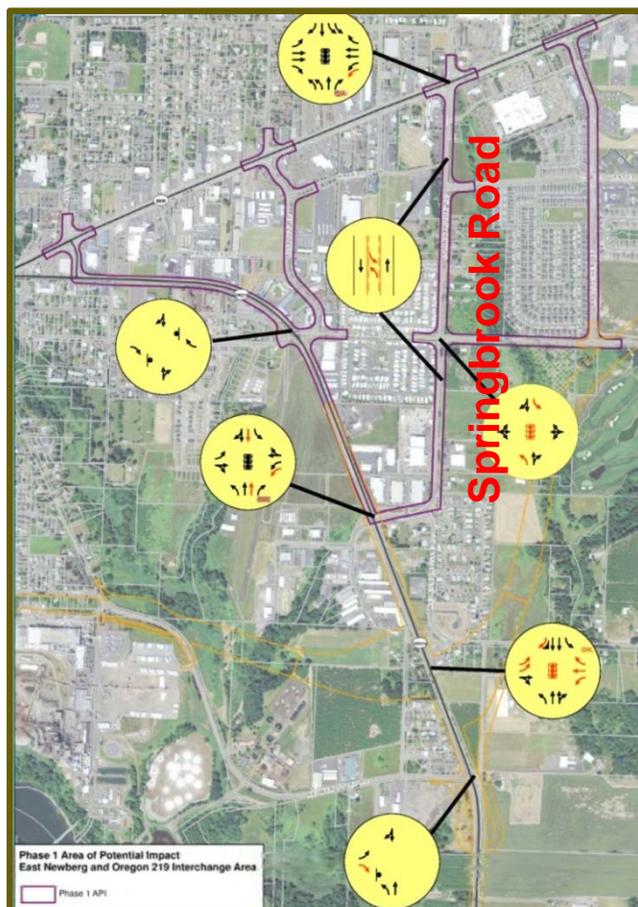
Water Program

Project Summary Sheet

WA-023 Springbrook Road (Bypass) Waterline

\$125,000

ODOT plans to improve Springbrook Road south of 99W for access to the first phase of the Newberg-Dundee Bypass. The City needs to improve its utilities under the section of Springbrook Road that connects Highway 99W south to Highway 219 in advance of ODOT's work. The City's water pipe conveyance system will be designed and installed in 2012/15 along with other City utilities. This project will also pay for 50% of a new reclaimed waterline. (ODOT's roadwork includes drainage conveyance, water quality and detention.) The overall project cost (including the sewer portion) will be about \$8.2 million.



Project Location Meets the Newberg-Dundee Bypass Plan, Springbrook Ph-1

City of Newberg Public Works Department

2012-2013 CAPITAL PROJECTS WASTEWATER

The Sewerage Master Plan Update outlines needed upgrades to the overall wastewater system. Most of the wastewater funding budget is allocated to the immediate needs of the plant. The necessary improvements are outlined in the 2007 Wastewater Treatment Plant Facilities Plan Update.

The following project list was developed from the master plan and studies while considering the available funds and the priority of the various projects. Future revenue from funding sources may alter the timing and/or scope of the projects.

<u>Current Projects</u>	<u>Timeframe</u>
Wynooski Pump Station Property Purchase	2012/13
Wastewater Treatment Plant Repair, Renovation & Expansion, Design and Construction	2011/16
Springbrook Road (Bypass) Sewerline	2012/15

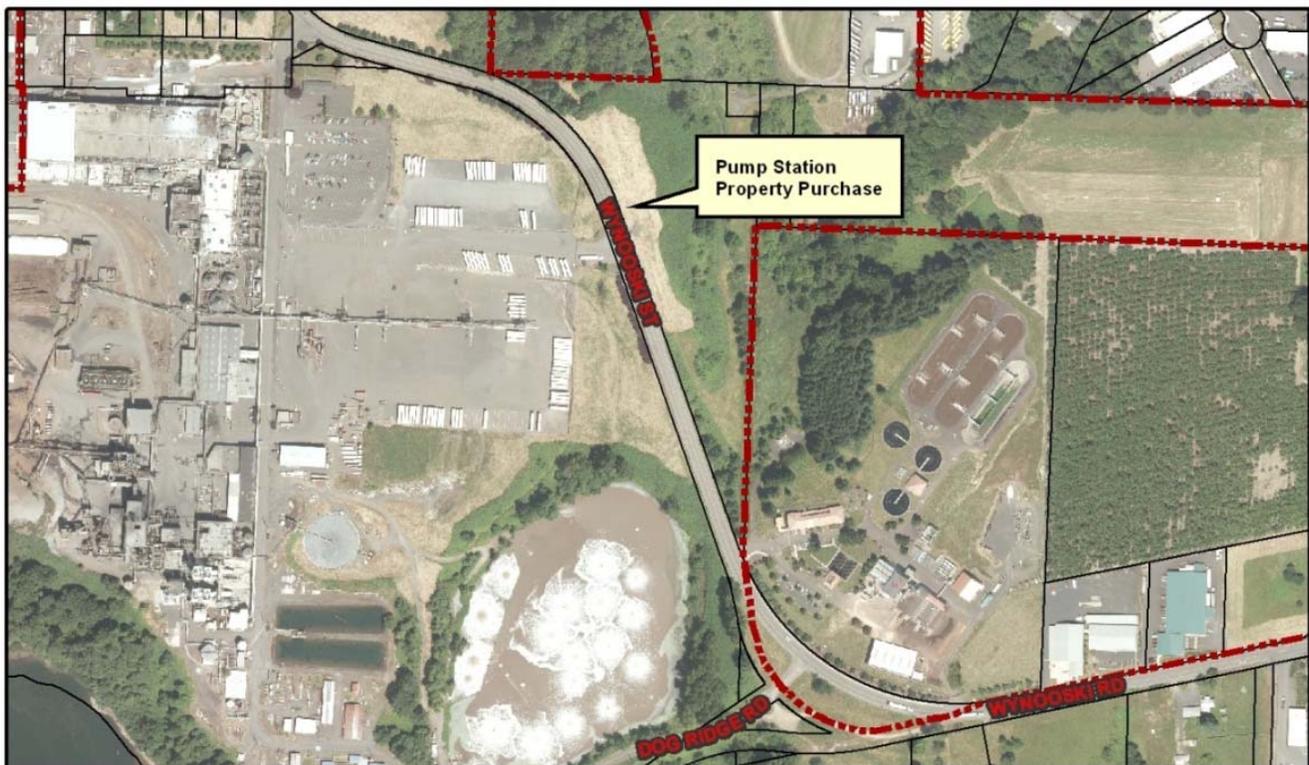
City of Newberg Public Works Department

Wastewater Program

Project Summary Sheet

WW-001 Wynooski Rd. Pump Station Property Purchase \$146,500

The 2007 Sewerage Master Plan and Wastewater Treatment Plant Facility Plan indicate alternatives to increasing capacity at the existing influent pump station. One alternative is to construct a second pump station at a new piece of property located along the Wynooski Road trunk line, which may be more cost effective than adding capacity to the existing influent pump station and it could qualify for potential Energy Trust funding. The Engineering Division is completing a cost/benefit study of the alternatives outlined in the 2007 WWTP Facility Plan and will discuss the findings in the coming months.



City of Newberg Public Works Department

Wastewater Program

Project Summary Sheet

WW-002/003 Wastewater Treatment Plant Repair, \$8,222,937
Renovation & Expansion Design & Const.

The 2007 WWTP Facility Plan identified the need for significant repairs, renovations and expansion of the WWTP to meet DEQ requirements. The projects will be prioritized and phased over the next six years as funding allows. The construction of the fourth secondary clarifier will occur during fiscal years 2012/13. The design of the disinfection system dewatering, headworks and influent pump station will all begin during 12/13. The City has received a low interest loan in the amount of \$14.5 million for the beginning phases of the project. The overall project cost is expected to be around \$50 million.



City of Newberg Public Works Department

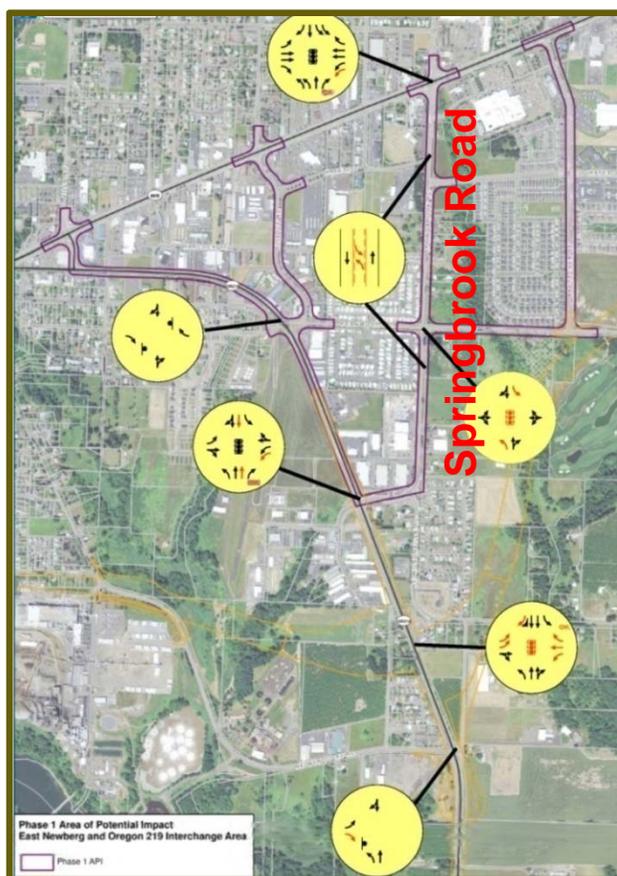
Wastewater Program

Project Summary Sheet

WW-014 Springbrook Road (Bypass) Sewerline

\$600,000

ODOT plans to improve Springbrook Road south of 99W for access to the first phase of the Newberg-Dundee Bypass. The City needs to improve its utilities under the section of Springbrook Road that connects Highway 99W south to Highway 219 in advance of ODOT's work. The City's wastewater pipe conveyance system will be designed and installed in 2012/15 along with other City utilities. This project will also pay for 50% of a new reclaimed waterline. (ODOT's roadwork includes drainage conveyance, water quality and detention.) The overall project cost (including the water portion) will be about \$8.2 million.



Project Location Meets the Newberg-Dundee Bypass Plan, Springbrook Ph-1

City of Newberg Public Works Department

2012-2013 CAPITAL PROJECTS STORMWATER

The 2001 Drainage Master Plan Update is used to plan for improvements to the overall City storm drainage system. The information in the Master Plan is outdated, therefore, it is necessary that the master plan update be scheduled for completion in 12/13.

The 12/13 stormwater budget is dedicated to updating the plan. Future revenue from storm drainage funding sources may alter the timing and/or scope of the identified master plan projects.

Projects

Stormwater Master Plan Update

Timeframe

2012/13

City of Newberg Public Works Department

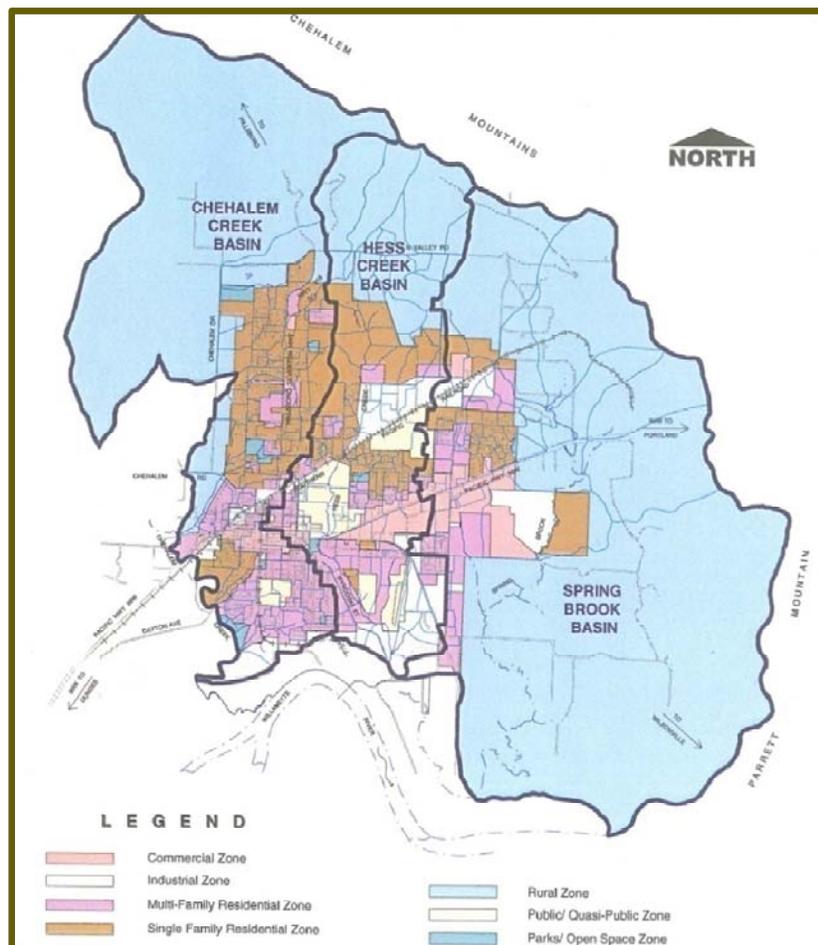
Stormwater Program

Project Summary Sheet

SD-012 Stormwater Master Plan Update

\$250,000

The City strives to update all master plan documents every 10 years. The last stormwater master plan was completed in 2001 and needs to be updated. The Stormwater Master Plan Update is planned to be completed in fiscal year 2012/13. Amendment to stormwater quality and detention requirements in response to new state and federal rules and design and maintenance related policies will be included in the master plan update.



2001 Drainage Master Plan Land Use Map

City of Newberg Public Works Department

2012-2013 CAPITAL PROJECTS SPECIAL PROJECTS

The following projects are special projects that are being managed by the Public Works Engineering Division.

Projects

Newberg Animal Shelter

Timeframe

2011/13

City of Newberg Public Works Department

Special Projects Program

Project Summary Sheet

AD-005 Newberg Animal Shelter

\$637,000

The existing sub-standard animal shelter on Blaine Street was in need of a massive upgrade as the facility was not appropriate for adoptions and other ancillary shelter functions. A modern animal shelter design, approved by Newberg Animal Shelter Friends, was completed in 2011. Construction effort began in FY 2011/12 and will be completed in 2012/13. The current funding allows for the building shell concept which includes a parking facility and utilities to the building.



Existing Animal Shelter



Proposed Animal Shelter

City of Newberg Public Works Department

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2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
FUND 01 GENERAL FUND									
REVENUES									
3,137,138	2,778,800	2,503,810	2,503,809	-	01-0000-300000	Beg F/B-Net Working Capital	-	1,975,146	-21.11%
5,487,416	5,879,135	5,858,193	6,034,235	-	01-0000-310000	Current Year Taxes	-	5,960,755	1.75%
220,788	308,654	175,000	225,000	-	01-0000-311000	Prior Year Taxes	-	225,000	28.57%
212,951	226,073	189,000	212,800	-	01-0000-320001	Franchise Fee-Cable	-	217,056	14.84%
91,594	77,748	80,000	79,122	-	01-0000-320002	Franchise Fee-Garbage	-	80,704	0.88%
283,453	237,097	240,000	253,054	-	01-0000-320003	Franchise Fee-Gas	-	244,800	2.00%
852,475	794,976	800,000	841,378	-	01-0000-320004	Franchise Fee-Electric	-	816,000	2.00%
117,932	40,644	40,000	25,000	-	01-0000-320005	Franchise Fee-Telephone	-	24,750	-38.13%
225,408	357,578	325,000	382,000	-	01-0000-321003	Transient Lodging Tax	-	393,460	21.06%
1,375	1,175	250	500	-	01-0000-321004	Other Business & Liquor Taxes	-	500	100.00%
109,950	96,588	240,000	148,000	-	01-0000-322009	Community Development	-	214,000	-10.83%
4,489	2,705	1,000	15,000	-	01-0000-322011	City Projects Permit Center Fees	-	15,000	1400.00%
-	4,800	-	-	-	01-0000-334000	OEM Grant - Fire	-	-	0.00%
82	61,555	810,000	748,445	-	01-0000-334002	FEMA Grant - Fire	-	-	-100.00%
12,092	6,597	-	8,245	-	01-0000-334027	Police Grants	-	5,000	100.00%
5,000	-	-	-	-	01-0000-334032	State Rural Investment Grant	-	-	0.00%
-	30,000	-	-	-	01-0000-334042	DLCD Grant (Industrial Infrastructure Plan)	-	-	0.00%
22,000	4,492	-	-	-	01-0000-334048	JAG Grant	-	-	0.00%
-	-	-	2,274	-	01-0000-334060	Miscellaneous Grants	-	-	0.00%
258,946	270,652	270,000	260,000	-	01-0000-335003	State Liquor Taxes	-	290,546	7.61%
33,471	34,510	35,000	35,000	-	01-0000-335004	State Cigarette Taxes	-	30,677	-12.35%
184,558	180,393	180,000	180,000	-	01-0000-335006	State Revenue Sharing	-	203,405	13.00%
39,618	20,563	28,000	18,000	-	01-0000-336001	Dundee Planning Contract	-	18,000	-35.71%
-	11,414	12,500	11,373	-	01-0000-336002	Dundee WCCCA Subscription Fee	-	14,520	16.16%
31,906	33,501	35,176	35,176	-	01-0000-336003	Dundee Communications	-	36,935	5.00%
385,000	398,475	398,475	398,475	-	01-0000-336004	Dundee Police Contract	-	406,445	2.00%
33,535	44,752	10,000	40,000	-	01-0000-338000	Reimbursed Costs	-	10,000	0.00%
754	653	600	1,200	-	01-0000-338007	School District CET Admin Fee	-	2,100	250.00%
2,241	867	1,100	1,800	-	01-0000-338008	Park SDC Admin Fee	-	2,200	100.00%
35,000	35,000	35,000	35,000	-	01-0000-338009	School District SRO	-	35,000	0.00%
230	930	-	600	-	01-0000-341000	Temporary Retail Licenses	-	600	100.00%
8,450	9,388	7,500	17,201	-	01-0000-341002	PD Reports and Other Fees	-	17,500	133.33%
49,478	44,737	104,000	121,000	-	01-0000-341003	Planning / Subdivision Fees	-	116,000	11.54%
1,998	1,165	1,000	1,000	-	01-0000-341004	Fire Department Miscellaneous Fees	-	1,000	0.00%
410	445	800	200	-	01-0000-341005	Permit Center Document Sales	-	250	-68.75%
30,407	31,414	30,000	30,000	-	01-0000-342001	Newberg Dog Licenses	-	30,000	0.00%
285,249	294,705	289,500	289,500	-	01-0000-342002	Fire Protection Contract	-	292,395	1.00%
9,722	10,371	8,000	12,000	-	01-0000-342003	Animal Release, Adoption Fees	-	8,000	0.00%
24,410	42,352	25,000	25,000	-	01-0000-346001	Library Fines, Fees, Copies, etc	-	25,000	0.00%
2,463	2,007	3,500	3,000	-	01-0000-346003	Lost Book Payments	-	2,500	-28.57%
63,127	53,999	75,693	75,693	-	01-0000-346004	CCRLS Reimbursement	-	59,980	-20.76%
20,247	20,373	20,000	20,000	-	01-0000-346005	Non-Resident Library Cards	-	20,000	0.00%
-	2,360	-	-	-	01-0000-346006	PCC Contract	-	-	0.00%
485,643	534,347	480,000	450,000	-	01-0000-351000	Traffic Fines	-	450,000	-6.25%
11,415	9,730	15,000	7,000	-	01-0000-351001	Court Improvement Fees	-	7,000	-53.33%
-	67	-	-	-	01-0000-351002	Code Enforcement/Parking Fees	-	-	0.00%
5,850	5,750	7,500	6,500	-	01-0000-351003	Alarm Fees	-	6,500	-13.33%
20,252	17,268	17,000	12,928	-	01-0000-351004	Peer Court	-	15,000	-11.76%
4,243	3,994	5,000	7,000	-	01-0000-351005	Court Appointed Attorneys	-	7,000	40.00%
138,078	94,277	115,000	64,688	-	01-0000-351006	Traffic School Fee	-	64,688	-43.75%
50	-	-	-	-	01-0000-351007	Community Service Fee	-	-	0.00%
42,935	25,999	35,000	32,000	-	01-0000-351008	Photo Red Light	-	32,000	-8.57%
10,254	4,158	2,000	4,012	-	01-0000-360000	Miscellaneous Revenues	-	2,500	25.00%
10,913	6,249	9,000	7,000	-	01-0000-361000	Interest Earned	-	7,070	-21.44%
20	50	-	-	-	01-0000-367001	Animal Control Donations	-	-	0.00%
100	155	-	55	-	01-0000-367002	K-9 Donations	-	55	100.00%
416,756	478,427	502,500	541,643	-	01-0000-370700	Internal Rev-Franchise Fee	-	534,480	6.36%
3,742	3,843	3,843	3,843	-	01-0000-370750	Internal Rev-Communications Charge	-	3,843	0.00%
-	2,500	-	-	-	01-0000-390006	Transfer In-Wastewater Fund	-	-	0.00%
-	2,500	-	-	-	01-0000-390007	Transfer In-Water Fund	-	-	0.00%
13,435,613	13,642,959	14,024,940	14,226,749	-		TOTAL REVENUES	-	12,925,360	-7.84%

2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
1110 GENERAL GOVERNMENT									
1,567	1,834	1,924	1,900	-	01-1110-431000	Salaries	-	1,924	0.00%
1,050	2,890	2,900	2,900	-	01-1110-432000	Councilor Salaries	-	2,900	0.00%
4,020	4,830	4,600	4,600	-	01-1110-433000	Mayor Salaries	-	4,600	0.00%
13	431	721	721	-	01-1110-441000	FICA/Medicare	-	721	0.00%
97	189	442	442	-	01-1110-442000	Workers Compensation	-	442	0.00%
7	29	29	29	-	01-1110-443000	Unemployment	-	65	124.14%
6,753	10,202	10,616	10,592	-		Total Personnel Services	-	10,652	0.34%
1,281	903	2,250	2,000	-	01-1110-510000	Office Supplies	-	2,000	-11.11%
2,798	2,881	3,950	4,000	-	01-1110-515000	Printing & Advertising	-	4,025	1.90%
27,278	26,246	27,575	27,575	-	01-1110-520000	Dues & Meetings	-	27,844	0.98%
1,825	2,112	2,265	3,655	-	01-1110-520005	Mayor's Expenses	-	3,385	49.45%
136	290	400	400	-	01-1110-520006	Council/Committee Expense	-	620	55.00%
116	114	500	900	-	01-1110-520008	Recognition	-	2,100	320.00%
2,228	2,107	5,310	4,625	-	01-1110-525000	Travel & Training	-	6,110	15.07%
-	-	10,000	10,240	-	01-1110-580000	Professional Services	-	-	-100.00%
139,398	139,002	142,585	142,585	-	01-1110-590000	Internal Chrg-Admin Support Services	-	141,216	-0.96%
23,500	28,000	31,000	31,000	-	01-1110-592000	Community Support	-	27,500	-11.29%
32,702	91,395	86,250	100,500	-	01-1110-592500	Tourism Promotion	-	103,365	19.84%
231,262	293,050	312,085	327,480	-		Total Materials and Services	-	318,165	1.95%
238,015	303,253	322,701	338,072	-	1110	TOTAL GENERAL GOVERNMENT	-	328,817	1.90%
1510 MUNICIPAL COURT									
89,615	98,159	46,980	50,702	1.00	01-1510-420000	Clerical Salaries	1.00	58,183	23.85%
19,229	31,600	33,900	33,900	0.20	01-1510-431000	Judicial Salaries	0.20	33,900	0.00%
8,075	9,677	6,188	6,262	-	01-1510-441000	FICA/Medicare	-	7,045	13.85%
312	514	530	400	-	01-1510-442000	Workers Compensation	-	563	6.23%
109	393	243	240	-	01-1510-443000	Unemployment	-	645	165.43%
13,660	15,078	7,575	7,291	-	01-1510-444001	Retirement-Principal	-	8,633	13.97%
36,441	31,111	16,924	16,728	-	01-1510-445000	Health/Life/LTD	-	19,043	12.52%
167,441	186,533	112,340	115,523	1.20		Total Personnel Services	1.20	128,012	13.95%
3,332	1,134	1,750	850	-	01-1510-510000	Office Supplies	-	1,000	-42.86%
426	3,800	1,120	600	-	01-1510-515000	Printing & Advertising	-	750	-33.04%
279	176	400	200	-	01-1510-520000	Dues & Meetings	-	250	-37.50%
51	-	-	-	-	01-1510-520003	Recruitment Expense	-	-	0.00%
1,768	1,026	2,500	1,000	-	01-1510-525000	Travel & Training	-	1,000	-60.00%
3,192	2,776	5,000	1,800	-	01-1510-532000	Bank Fees	-	1,500	-70.00%
218	208	250	210	-	01-1510-533000	Contractual Services	-	250	0.00%
17,000	17,000	17,000	12,928	-	01-1510-533031	Peer Court	-	15,000	-11.76%
2,011	1,951	2,500	1,750	-	01-1510-533045	Maintenance Agreements	-	2,175	-13.00%
13,849	-	-	-	-	01-1510-580000	Judicial Services	-	-	0.00%
66,869	61,290	67,396	67,396	-	01-1510-590000	Internal Chrg-Admin Support Services	-	59,953	-11.04%
-	3,000	-	-	-	01-1510-590002	Internal Chrg-Computers	-	-	0.00%
4,831	7,791	10,000	12,000	-	01-1510-594000	Court Appointed Attorney Fees	-	12,000	20.00%
4,185	3,696	4,500	4,500	-	01-1510-595000	Court Costs	-	4,850	7.78%
-	-	1,000	1,000	-	01-1510-595001	Court Improvements	-	1,000	0.00%
118,009	103,847	113,416	104,234	-		Total Materials and Services	-	99,728	-12.07%
285,450	290,380	225,756	219,757	1.20	1510	TOTAL MUNICIPAL COURT	1.20	227,740	0.88%

2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
POLICE DEPARTMENT 21XX									
2110 POLICE ADMINISTRATION									
93,130	95,543	94,620	94,620	1.00	01-2110-410000	Administrative Salaries	1.00	100,380	6.09%
481	-	-	-	-	01-2110-420000	Clerical Salaries	1.00	49,968	100.00%
360	360	360	360	-	01-2110-436100	Police Chief Clothing Allowance	-	-	-100.00%
5,400	5,400	5,400	5,400	-	01-2110-436200	Vehicle Allowance	-	-	-100.00%
720	720	720	720	-	01-2110-438000	Longevity	-	960	33.33%
-	-	-	-	-	01-2110-440000	Misc Fringe Benefits	-	1,280	100.00%
8,203	8,357	8,593	8,593	-	01-2110-441000	FICA/Medicare	-	12,160	41.51%
2,307	3,355	3,606	3,606	-	01-2110-442000	Workers Compensation	-	4,015	11.34%
398	306	304	304	-	01-2110-443000	Unemployment	-	1,068	251.32%
25,783	26,168	30,915	33,280	-	01-2110-444000	Retirement-PERS	-	31,482	1.83%
-	-	-	-	-	01-2110-444001	Retirement-Principal	-	9,994	100.00%
3,690	3,578	3,363	4,400	-	01-2110-444002	Retirement-Pension Bond	-	3,558	5.80%
18,736	16,765	17,275	17,275	-	01-2110-445000	Health/Life/LTD	-	38,511	122.93%
159,207	160,552	165,156	168,558	1.00		Total Personnel Services	2.00	253,376	53.42%
8,862	8,962	7,500	12,000	-	01-2110-510000	Office Supplies	-	7,500	0.00%
76	548	500	500	-	01-2110-511000	Postage	-	500	0.00%
4,968	5,739	4,000	4,000	-	01-2110-515000	Printing & Advertising	-	4,000	0.00%
2,194	1,706	1,500	1,500	-	01-2110-520000	Dues & Meetings	-	1,500	0.00%
95	260	-	-	-	01-2110-520003	Recruitment Expense	-	-	0.00%
1,352	1,496	3,500	3,500	-	01-2110-525000	Travel & Training	-	3,500	0.00%
4,127	4,911	4,000	4,000	-	01-2110-533045	Maintenance Agreements	-	4,000	0.00%
608	557	1,000	1,000	-	01-2110-551000	Books & Publications	-	1,000	0.00%
495	495	495	495	-	01-2110-575000	Bond Registration Costs	-	495	0.00%
4,464	8,980	6,500	6,500	-	01-2110-580000	Professional Services	-	6,500	0.00%
606,010	627,409	631,508	631,508	-	01-2110-590000	Internal Chrg-Admin Support Services	-	591,246	-6.38%
-	12,000	12,000	12,000	-	01-2110-590002	Internal Chrg-Computers	-	-	-100.00%
633,251	673,063	672,503	677,003	-		Total Materials and Services	-	620,241	-7.77%
792,459	833,615	837,659	845,561	1.00	2110	TOTAL POLICE ADMINISTRATION	2.00	873,617	4.29%

2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
2120 PATROL									
87,802	90,942	91,176	91,176	1.00	01-2120-410000	Administrative Salaries	1.00	90,924	-0.28%
1,483,602	1,561,612	1,561,728	1,561,728	24.00	01-2120-431000	Officer Salaries	25.00	1,683,199	7.78%
-	-	-	5,000	-	01-2120-432000	Salaries-Grant	-	5,000	100.00%
69,580	89,237	123,518	110,000	-	01-2120-435000	Overtime	-	113,518	-8.10%
43,004	44,376	50,000	42,000	-	01-2120-435001	Holiday Bank	-	50,000	0.00%
960	960	960	960	-	01-2120-436000	Shift Diff/Beeper Pay	-	960	0.00%
8,440	8,040	8,540	7,000	-	01-2120-438000	Longevity	-	7,180	-15.93%
-	-	-	-	-	01-2120-440000	Misc Fringe Benefits	-	4,480	100.00%
128,245	134,456	140,455	140,455	-	01-2120-441000	FICA/Medicare	-	149,195	6.22%
39,076	56,404	69,802	69,802	-	01-2120-442000	Workers Compensation	-	73,950	5.94%
4,098	5,434	5,510	5,510	-	01-2120-443000	Unemployment	-	13,621	147.21%
234,267	239,571	361,737	361,737	-	01-2120-444000	Retirement-PERS	-	378,071	4.52%
55,060	55,217	61,211	61,211	-	01-2120-444002	Retirement-Pension Bond	-	68,012	11.11%
452,907	452,293	447,069	447,069	-	01-2120-445000	Health/Life/LTD	-	457,436	2.32%
2,607,041	2,738,541	2,921,706	2,903,648	25.00		Total Personnel Services	26.00	3,095,546	5.95%
24,949	14,546	15,000	15,000	-	01-2120-512000	Uniforms	-	15,000	0.00%
436	300	700	700	-	01-2120-520000	Dues & Meetings	-	700	0.00%
996	409	500	500	-	01-2120-520003	Recruitment Expense	-	500	0.00%
7,215	10,317	6,500	6,500	-	01-2120-523000	Supplies	-	6,500	0.00%
5,967	4,887	8,500	8,500	-	01-2120-523001	Firearms	-	8,500	0.00%
-	315	500	500	-	01-2120-523005	Flares	-	500	0.00%
1,536	466	1,250	1,250	-	01-2120-524000	Safety Program	-	1,250	0.00%
7,473	7,745	8,500	6,000	-	01-2120-525000	Travel & Training	-	8,500	0.00%
99	-	-	-	-	01-2120-525005	PD Regional Training	-	-	0.00%
-	-	250	250	-	01-2120-528000	Prisoner Expense	-	250	0.00%
1,702	3,189	2,500	2,500	-	01-2120-529000	K-9 Program	-	2,500	0.00%
1,616	1,165	1,500	1,500	-	01-2120-530000	Drug Dog	-	1,500	0.00%
933	824	1,000	1,000	-	01-2120-533000	Contractual Services	-	1,000	0.00%
4,075	3,254	-	-	-	01-2120-533011	Police Grants	-	-	0.00%
25,643	890	890	890	-	01-2120-533048	JAG Grant	-	890	0.00%
-	100	-	-	-	01-2120-534000	Lease Purchase (motors)	-	-	0.00%
2,302	2,092	2,000	2,000	-	01-2120-536000	Motor Program	-	2,000	0.00%
63,007	75,345	75,000	80,000	-	01-2120-562000	Fuel	-	95,000	26.67%
28,916	30,926	35,000	35,000	-	01-2120-563000	Vehicle Maintenance	-	35,000	0.00%
3,097	3,586	2,000	2,000	-	01-2120-566000	Equip Repair & Maintenance	-	2,000	0.00%
1,703	2,252	3,000	3,000	-	01-2120-566120	Small Equipment Replacement	-	3,000	0.00%
1,860	1,763	2,000	4,000	-	01-2120-580000	Professional Services	-	2,000	0.00%
-	45,000	45,000	45,000	-	01-2120-590001	Internal Chrg-Veh/Equip	-	45,000	0.00%
-	3,000	3,000	3,000	-	01-2120-590003	Internal Chrg-Capital Replace	-	3,000	0.00%
38,571	38,000	38,000	38,000	-	01-2120-590008	Internal Chrg-Radio Replace	-	38,000	0.00%
749	9,930	10,000	10,000	-	01-2120-596000	Reserve Police Costs	-	10,000	0.00%
772	761	1,700	1,700	-	01-2120-596003	Reserve Officers' Ammunition	-	1,700	0.00%
223,616	261,063	264,290	268,790	-		Total Materials and Services	-	284,290	7.57%
13,665	40,511	24,000	39,608	-	01-2120-610000	Capital Outlay	-	15,000	-37.50%
13,665	40,511	24,000	39,608	-		Total Capital Outlay	-	15,000	-37.50%
2,844,322	3,040,115	3,209,996	3,212,046	25.00	2120	TOTAL PATROL	26.00	3,394,836	5.76%

2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
2130 INVESTIGATIONS									
87,775	90,942	91,176	91,176	1.00	01-2130-410000	Administrative Salaries	1.00	90,924	-0.28%
320,501	329,141	339,495	275,000	5.00	01-2130-431000	Officer Salaries	4.00	269,127	-20.73%
22,503	24,337	30,000	30,000	-	01-2130-435000	Overtime	-	30,000	0.00%
12,030	12,888	15,000	12,000	-	01-2130-435001	Holiday Bank	-	15,000	0.00%
2,400	2,400	2,400	2,400	-	01-2130-436000	Beeper Pay	-	2,400	0.00%
1,800	1,800	1,800	1,800	-	01-2130-436100	Detectives Clothing Allowance	-	1,800	0.00%
1,600	1,080	960	960	-	01-2130-438000	Longevity	-	720	-25.00%
-	-	-	-	-	01-2130-440000	Misc Fringe Benefits	-	3,200	100.00%
33,654	34,778	36,788	36,788	-	01-2130-441000	FICA/Medicare	-	31,609	-14.08%
10,753	15,295	18,246	18,246	-	01-2130-442000	Workers Compensation	-	15,552	-14.76%
448	1,386	1,441	1,441	-	01-2130-443000	Unemployment	-	2,872	99.31%
59,814	59,859	90,715	90,715	-	01-2130-444000	Retirement-PERS	-	76,584	-15.58%
13,547	14,452	16,074	16,074	-	01-2130-444002	Retirement-Pension Bond	-	14,437	-10.18%
97,618	89,035	90,349	90,349	-	01-2130-445000	Health/Life/LTD	-	90,183	-0.18%
664,443	677,392	734,444	666,949	6.00		Total Personnel Services	5.00	644,408	-12.26%
236	89	500	500	-	01-2130-520000	Dues & Meetings	-	500	0.00%
3,000	-	5,000	5,000	-	01-2130-521000	Confidential Funds	-	5,000	0.00%
5,304	2,534	2,000	2,000	-	01-2130-523000	Supplies	-	2,000	0.00%
-	-	700	700	-	01-2130-523004	Photographic Equipment	-	700	0.00%
1,847	2,451	3,500	3,500	-	01-2130-525000	Travel & Training	-	3,500	0.00%
440	505	1,500	1,500	-	01-2130-533000	Contractual Services	-	1,500	0.00%
1,200	1,100	1,200	1,200	-	01-2130-534000	Vehicle Lease	-	1,200	0.00%
695	1,162	2,000	2,000	-	01-2130-563000	Vehicle Maintenance	-	2,000	0.00%
-	2,832	3,000	3,000	-	01-2130-566120	Small Equip Replacement	-	3,000	0.00%
1,561	1,802	2,000	2,000	-	01-2130-580000	Professional Services	-	2,000	0.00%
-	16,000	16,000	16,000	-	01-2130-590001	Internal Chrg-Veh/Equip	-	16,000	0.00%
-	5,000	5,000	5,000	-	01-2130-590004	Internal Chrg-Forensic Equip	-	10,000	100.00%
14,282	33,476	42,400	42,400	-		Total Materials and Services	-	47,400	11.79%
-	-	-	6,500	-	01-2130-610000	Capital Outlay	-	-	0.00%
-	-	-	6,500	-		Total Capital Outlay	-	-	0.00%
678,726	710,868	776,844	715,849	6.00	2130	TOTAL INVESTIGATIONS	5.00	691,808	-10.95%
2150 SUPPORT SERVICES									
32,652	33,438	34,614	34,614	0.50	01-2150-410000	Administrative Salaries	0.50	34,494	-0.35%
124,056	131,455	135,444	135,444	3.00	01-2150-420000	Clerical Salaries	2.00	87,864	-35.13%
42,922	44,833	44,496	44,496	1.00	01-2150-431000	Salaries & Wages	-	-	-100.00%
805	2,108	4,500	2,000	-	01-2150-435000	Overtime	-	-	-100.00%
4,950	3,824	6,000	6,000	-	01-2150-435001	Holiday Bank	-	3,500	-41.67%
1,920	2,040	2,280	2,280	-	01-2150-438000	Longevity	-	1,080	-52.63%
-	-	-	-	-	01-2150-440000	Misc Fringe Benefits	-	640	100.00%
15,289	15,807	17,392	17,392	-	01-2150-441000	FICA/Medicare	-	9,760	-43.88%
784	1,296	1,630	1,630	-	01-2150-442000	Workers Compensation	-	519	-68.16%
207	652	683	683	-	01-2150-443000	Unemployment	-	889	30.16%
14,532	15,201	25,448	25,448	-	01-2150-444000	Retirement-PERS	-	24,562	-3.48%
17,769	19,472	19,976	19,976	-	01-2150-444001	Retirement-Principal	-	-	-100.00%
3,797	3,816	4,373	4,373	-	01-2150-444002	Retirement-Pension Bond	-	4,427	1.23%
71,619	67,962	67,734	67,734	-	01-2150-445000	Health/Life/LTD	-	44,698	-34.01%
331,304	341,905	364,570	362,070	4.50		Total Personnel Services	2.50	212,433	-41.73%
422	491	450	450	-	01-2150-520000	Dues & Meetings	-	300	-33.33%
3,498	2,471	2,500	2,500	-	01-2150-523000	Supplies	-	1,900	-24.00%
1,089	1,019	2,250	2,250	-	01-2150-523002	Supplies-Dog Control	-	-	-100.00%
396	492	300	500	-	01-2150-523003	Veterinarian Fees	-	-	-100.00%
388	1,194	2,000	2,000	-	01-2150-525000	Travel & Training	-	2,000	0.00%
1,302	651	3,000	3,000	-	01-2150-527000	Community Policing	-	3,000	0.00%
6,886	6,916	5,054	5,054	-	01-2150-532000	R.A.I.N. Agreement	-	5,054	0.00%
13,460	13,944	16,900	16,900	-	01-2150-533000	Contractual Services	-	16,900	0.00%
-	-	18,092	18,092	-	01-2150-533045	Maintenance Agreements	-	18,092	0.00%
-	1,007	-	1,266	-	01-2150-533058	ACTS Oregon Bike Safety Grant	-	-	0.00%
22,883	34,990	4,500	4,500	-	01-2150-566000	Equip Repair & Maintenance	-	4,500	0.00%
50,324	63,176	55,046	56,512	-		Total Materials and Services	-	51,746	-5.99%
381,628	405,081	419,616	418,582	4.50	2150	TOTAL SUPPORT SERVICES	2.50	264,179	-37.04%

2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
					2160	ANIMAL CONTROL			
-	-	-	-	-	01-2160-431000	Salaries & Wages	1.00	49,500	100.00%
-	-	-	-	-	01-2160-435000	Overtime	-	4,500	100.00%
-	-	-	-	-	01-2160-435001	Holiday Bank	-	1,500	100.00%
-	-	-	-	-	01-2160-438000	Longevity	-	1,200	100.00%
-	-	-	-	-	01-2160-441000	FICA/Medicare	-	4,338	100.00%
-	-	-	-	-	01-2160-442000	Workers Compensation	-	997	100.00%
-	-	-	-	-	01-2160-443000	Unemployment	-	398	100.00%
-	-	-	-	-	01-2160-444001	Retirement-Principal	-	14,742	100.00%
-	-	-	-	-	01-2160-445000	Health/Life/LTD	-	17,582	100.00%
-	-	-	-	-		Total Personnel Services	1.00	94,757	100.00%
-	-	-	-	-	01-2160-520000	Dues & Meetings	-	150	100.00%
-	-	-	-	-	01-2160-523002	Supplies-Dog Control	-	2,250	100.00%
-	-	-	-	-	01-2160-523003	Veterinarian Fees	-	500	100.00%
-	-	-	-	-	01-2160-525000	Travel & Training	-	600	100.00%
-	-	-	-	-	01-2160-540000	Utilities	-	8,120	100.00%
-	-	-	-	-		Total Materials and Services	-	11,620	100.00%
-	-	-	-	-	2160	TOTAL ANIMAL CONTROL	1.00	106,377	100.00%
4,697,134	4,989,679	5,244,115	5,192,038	36.50		TOTAL POLICE DEPARTMENT	36.50	5,330,817	1.65%

2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
FIRE DEPARTMENT 22XX									
2210 FIRE ADMINISTRATION									
103,088	104,407	104,568	104,600	1.00	01-2210-410000	Administrative Salaries	1.00	104,568	0.00%
62,566	64,003	68,373	68,000	1.00	01-2210-420000	Clerical Salaries	1.00	68,217	-0.23%
1,854	4,417	5,000	5,300	-	01-2210-436000	Standby Pay	-	5,000	0.00%
480	720	720	720	-	01-2210-438000	Longevity	-	720	0.00%
-	-	-	-	-	01-2210-440000	Misc Fringe Benefits	-	640	100.00%
12,592	12,961	13,668	13,120	-	01-2210-441000	FICA/Medicare	-	13,705	0.27%
2,253	4,102	4,598	2,900	-	01-2210-442000	Workers Compensation	-	4,597	-0.02%
465	520	536	536	-	01-2210-443000	Unemployment	-	1,254	133.96%
10,878	13,026	17,597	17,650	-	01-2210-444000	Retirement-PERS	-	17,700	0.59%
8,808	9,100	10,074	9,250	-	01-2210-444001	Retirement-Principal	-	11,162	10.80%
2,685	3,507	3,671	4,400	-	01-2210-444002	Retirement-Pension Bond	-	3,857	5.07%
32,144	28,844	29,741	29,800	-	01-2210-445000	Health/Life/LTD	-	33,381	12.24%
237,812	245,606	258,546	256,276	2.00		Total Personnel Services	2.00	264,801	2.42%
3,153	3,299	3,500	3,500	-	01-2210-510000	Office Supplies	-	3,500	0.00%
144	130	600	600	-	01-2210-511000	Postage	-	600	0.00%
-	1,615	-	-	-	01-2210-512000	Uniforms	-	-	0.00%
827	581	1,000	800	-	01-2210-520000	Dues & Meetings	-	1,000	0.00%
2,973	1,768	7,000	7,000	-	01-2210-523000	Supplies	-	7,000	0.00%
1,484	2,248	3,200	2,000	-	01-2210-525000	Travel & Training	-	3,200	0.00%
3,796	4,232	3,400	3,800	-	01-2210-533045	Maintenance Agreements	-	3,400	0.00%
14,414	14,939	18,000	18,000	-	01-2210-540000	Utilities	-	18,000	0.00%
254	272	300	200	-	01-2210-551000	Books & Publications	-	300	0.00%
1,236	1,952	2,000	2,100	-	01-2210-562000	Fuel	-	2,000	0.00%
429	1,284	1,500	1,000	-	01-2210-563000	Vehicle Maintenance	-	1,500	0.00%
566	128	1,000	500	-	01-2210-566000	Equip Repair & Maintenance	-	1,000	0.00%
248	248	250	250	-	01-2210-575000	Bond Registration Costs	-	250	0.00%
-	979	-	-	-	01-2210-580000	Professional Services	-	-	0.00%
328,867	329,364	365,393	365,393	-	01-2210-590000	Internal Chrg-Admin Support Services	-	326,694	-10.59%
-	6,000	-	-	-	01-2210-590002	Internal Chrg-Computers	-	-	0.00%
358,391	369,039	407,143	405,143	-		Total Materials and Services	-	368,444	-9.51%
596,204	614,646	665,689	661,419	2.00	2210	TOTAL FIRE ADMINISTRATION	2.00	633,245	-4.87%
2220 FIRE SUPPRESSION									
85,400	88,100	88,380	88,380	1.00	01-2220-410000	Administrative Salaries	1.00	88,140	-0.27%
1,084,820	1,090,988	1,013,577	1,139,336	14.92	01-2220-431000	Firefighter Salaries	14.92	1,082,775	6.83%
70,299	61,460	86,715	-	-	01-2220-435000	Overtime	-	86,715	0.00%
43,495	37,493	40,000	40,000	-	01-2220-435001	Holiday Bank	-	40,000	0.00%
13,537	15,582	22,000	10,000	-	01-2220-436000	Standby Pay	-	22,000	0.00%
840	960	1,400	1,400	-	01-2220-438000	Longevity	-	2,320	65.71%
-	-	-	-	-	01-2220-440000	Misc Fringe Benefits	-	1,280	100.00%
97,804	97,589	97,241	103,102	-	01-2220-441000	FICA/Medicare	-	102,803	5.72%
24,305	44,468	51,040	35,000	-	01-2220-442000	Workers Compensation	-	53,842	5.49%
2,495	3,895	3,815	4,200	-	01-2220-443000	Unemployment	-	9,411	146.68%
151,249	154,474	224,511	224,511	-	01-2220-444000	Retirement-PERS	-	237,029	5.58%
5,696	-	-	-	-	01-2220-444001	Retirement-Principal	-	-	0.00%
39,308	40,634	41,890	41,890	-	01-2220-444002	Retirement-Pension Bond	-	46,234	10.37%
218,118	212,131	243,629	243,629	-	01-2220-445000	Health/Life/LTD	-	241,455	-0.89%
1,837,366	1,847,776	1,914,198	1,931,448	15.92		Total Personnel Services	15.92	2,014,004	5.21%
14,892	19,060	15,000	14,500	-	01-2220-512000	Uniforms	-	15,000	0.00%
498	696	500	500	-	01-2220-520000	Dues & Meetings	-	500	0.00%
3,939	6,512	6,000	6,000	-	01-2220-523000	Supplies	-	7,000	16.67%
-	360	10,000	9,500	-	01-2220-523020	Small Equipment	-	10,000	0.00%
8,707	8,254	8,000	7,500	-	01-2220-525000	Travel & Training	-	8,000	0.00%
93	169	100	100	-	01-2220-526000	Employee Testing	-	100	0.00%
8,255	-	-	-	-	01-2220-533000	Contractual Services	-	-	0.00%
1,134	10,147	9,460	9,460	-	01-2220-533045	Maintenance Agreements	-	9,460	0.00%
-	4,713	-	-	-	01-2220-534002	FEMA Grants	-	-	0.00%

2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
703	1,773	2,000	1,750	-	01-2220-551000	Books & Publications	-	2,000	0.00%
14,167	18,425	15,000	20,000	-	01-2220-562000	Fuel	-	22,000	46.67%
29,328	32,174	39,000	35,000	-	01-2220-563000	Vehicle Maintenance	-	35,000	-10.26%
17,845	10,891	22,000	18,000	-	01-2220-566000	Equip Repair & Maintenance	-	18,000	-18.18%
26,760	27,255	30,000	27,500	-	01-2220-566100	Safety Equipment	-	30,000	0.00%
32,786	32,786	32,786	32,786	-	01-2220-590008	Internal Chrg-Radio Replace	-	32,786	0.00%
19,369	18,819	20,000	18,000	-	01-2220-596000	Volunteer Costs	-	20,640	3.20%
6,956	6,602	10,000	9,500	-	01-2220-596001	Volunteer Training	-	10,000	0.00%
13,063	17,500	17,500	17,500	-	01-2220-596002	Volunteer LOSAP	-	17,500	0.00%
198,495	216,135	237,346	227,596	-		Total Materials and Services	-	237,986	0.27%
-	-	-	5,324	-	01-2220-610000	Capital Outlay	-	-	0.00%
-	61,555	810,000	748,445	-	01-2220-610534	Capital Outlay - FEMA Grant	-	-	-100.00%
-	61,555	810,000	753,769	-		Total Capital Outlay	-	-	-100.00%
2,035,861	2,125,466	2,961,544	2,912,813	15.92	2220	TOTAL FIRE SUPPRESSION	15.92	2,251,990	-23.96%
					2230	FIRE PREVENTION			
87,228	88,100	88,380	88,380	1.00	01-2230-432000	Inspector Salaries	1.00	88,140	-0.27%
8,166	6,598	12,000	8,000	-	01-2230-436000	Standby Pay	-	12,000	0.00%
480	720	720	720	-	01-2230-438000	Longevity	-	720	0.00%
-	-	-	-	-	01-2230-440000	Misc Fringe Benefits	-	640	100.00%
7,104	7,112	7,734	7,734	-	01-2230-441000	FICA/Medicare	-	7,765	0.40%
1,827	3,365	4,033	4,033	-	01-2230-442000	Workers Compensation	-	4,023	-0.25%
393	286	303	303	-	01-2230-443000	Unemployment	-	710	134.32%
13,823	13,694	20,978	20,978	-	01-2230-444000	Retirement-PERS	-	21,061	0.40%
3,210	3,028	3,362	3,362	-	01-2230-444002	Retirement-Pension Bond	-	3,527	4.91%
18,675	16,701	17,234	17,234	-	01-2230-445000	Health/Life/LTD	-	19,345	12.25%
140,907	139,604	154,744	150,744	1.00		Total Personnel Services	1.00	157,931	2.06%
163	337	85	147	-	01-2230-520000	Dues & Meetings	-	85	0.00%
486	637	1,300	525	-	01-2230-523000	Supplies	-	1,300	0.00%
1,801	2,468	3,200	2,300	-	01-2230-523011	Fire Prevention	-	3,200	0.00%
1,342	1,350	1,600	2,140	-	01-2230-525000	Travel & Training	-	1,600	0.00%
300	111	500	-	-	01-2230-551000	Books & Publications	-	500	0.00%
1,806	2,195	2,500	2,411	-	01-2230-562000	Fuel	-	2,500	0.00%
2,564	415	925	2,577	-	01-2230-563000	Vehicle Maintenance	-	925	0.00%
8,462	7,513	10,110	10,100	-		Total Materials and Services	-	10,110	0.00%
149,368	147,117	164,854	160,844	1.00	2230	TOTAL FIRE PREVENTION	1.00	168,041	1.93%
2,781,433	2,887,228	3,792,087	3,735,076	18.92		TOTAL FIRE DEPARTMENT	18.92	3,053,276	-19.48%

2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
2310 COMMUNICATIONS									
32,652	33,438	34,614	34,614	0.50	01-2310-410000	Administrative Salaries	0.50	34,494	-0.35%
311,618	328,323	330,925	330,925	7.00	01-2310-420000	Dispatch Salaries	7.00	337,713	2.05%
31,581	30,996	28,000	40,000	-	01-2310-435000	Overtime	-	28,000	0.00%
8,410	11,568	13,000	8,000	-	01-2310-435001	Holiday Bank	-	13,000	0.00%
720	720	1,400	1,400	-	01-2310-438000	Longevity	-	1,560	11.43%
-	-	-	-	-	01-2310-440000	Misc Fringe Benefits	-	640	100.00%
28,251	29,648	31,208	31,208	-	01-2310-441000	FICA/Medicare	-	31,779	1.83%
826	1,238	1,474	1,474	-	01-2310-442000	Workers Comp	-	1,495	1.42%
385	1,214	1,224	1,224	-	01-2310-443000	Unemployment	-	2,908	137.58%
49,828	53,279	79,489	79,489	-	01-2310-444000	Retirement-PERS	-	80,441	1.20%
12,297	12,999	13,622	13,622	-	01-2310-444002	Retirement-Pension Bond	-	14,487	6.35%
125,605	124,134	119,296	119,296	-	01-2310-445000	Health/Life/LTD	-	134,126	12.43%
602,173	627,557	654,252	661,252	7.50		Total Personnel Services	7.50	680,643	4.03%
294	392	500	500	-	01-2310-520000	Dues & Meetings	-	500	0.00%
3,012	2,354	4,000	4,000	-	01-2310-523000	Supplies	-	4,000	0.00%
3,256	2,373	2,500	2,500	-	01-2310-525000	Travel & Training	-	2,500	0.00%
-	-	500	500	-	01-2310-526000	Employee Testing	-	500	0.00%
13,550	50	10,000	10,000	-	01-2310-533000	Contractual Services	-	10,000	0.00%
885	780	35,687	35,687	-	01-2310-533045	Maintenance Agreements	-	35,687	0.00%
1,736	-	3,060	3,060	-	01-2310-533051	OEM Phase II Wireless	-	3,060	0.00%
127,515	115,570	81,047	81,047	-	01-2310-566000	Equip Repair & Maintenance	-	81,047	0.00%
1,696	1,045	2,000	2,000	-	01-2310-566120	Small Equipment Replacement	-	2,000	0.00%
104,057	108,347	101,529	101,529	-	01-2310-590000	Internal Chrg-Admin Support Services	-	120,057	18.25%
-	19,000	19,000	19,000	-	01-2310-590003	Internal Chrg-Capital Replace	-	19,000	0.00%
256,000	249,911	259,823	259,823	-		Total Materials and Services	-	278,351	7.13%
-	16,432	-	-	-	01-2310-610000	Capital Outlay	-	-	0.00%
-	16,432	-	-	-		Total Capital Outlay	-	-	0.00%
858,173	893,900	914,075	921,075	7.50	2310	TOTAL COMMUNICATIONS	7.50	958,994	4.91%

2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
LIBRARY 31XX									
3110 LIBRARY ADMINISTRATION									
131,075	174,869	185,832	185,832	3.00	01-3110-410000	Administrative Salaries	3.00	188,268	1.31%
1,200	1,200	1,200	1,200	-	01-3110-438000	Longevity	-	1,680	40.00%
-	-	-	-	-	01-3110-440000	Misc Fringe Benefits	-	640	100.00%
9,965	13,236	14,308	14,308	-	01-3110-441000	FICA/Medicare	-	14,580	1.90%
247	493	648	648	-	01-3110-442000	Workers Compensation	-	659	1.70%
429	523	561	561	-	01-3110-443000	Unemployment	-	1,334	137.79%
12,349	12,375	17,734	17,734	-	01-3110-444000	Retirement-PERS	-	17,966	1.31%
7,523	15,082	18,282	18,282	-	01-3110-444001	Retirement-Principal	-	20,801	13.78%
2,831	2,720	2,839	2,839	-	01-3110-444002	Retirement-Pension Bond	-	2,988	5.25%
13,933	24,829	29,882	29,882	-	01-3110-445000	Health/Life/LTD	-	33,492	12.08%
179,552	245,327	271,286	271,286	3.00		Total Personnel Services	3.00	282,408	4.10%
1,989	1,737	3,500	2,000	-	01-3110-510000	Office Supplies	-	1,800	-48.57%
17	2	-	-	-	01-3110-511000	Postage	-	-	0.00%
93	100	100	100	-	01-3110-515000	Printing & Advertising	-	100	0.00%
457	359	500	500	-	01-3110-520000	Dues & Meetings	-	350	-30.00%
418	439	500	450	-	01-3110-523000	Supplies	-	450	-10.00%
396	460	700	700	-	01-3110-525000	Travel & Training	-	350	-50.00%
1,246	1,811	1,200	1,600	-	01-3110-532000	Bank Fees	-	1,800	50.00%
2,519	2,879	2,500	2,500	-	01-3110-533045	Maintenance Agreements	-	2,900	16.00%
25,620	27,813	28,000	28,000	-	01-3110-540000	Utilities	-	28,500	1.79%
104,143	111,592	117,949	117,949	-	01-3110-542001	Regional Library Service	-	121,046	2.63%
-	461	-	-	-	01-3110-543000	PCC Expenses	-	400	0.00%
520	135	500	500	-	01-3110-551000	Books & Publications	-	400	-20.00%
170	322	150	150	-	01-3110-551003	Lost Book Refunds	-	150	0.00%
10	150	200	200	-	01-3110-566000	Equip Repair & Maintenance	-	150	-25.00%
196,934	198,886	195,065	195,065	-	01-3110-590000	Internal Chrg-Admin Support Services	-	166,135	-14.83%
-	173	240	400	-	01-3110-596000	Volunteer Costs	-	50	-79.17%
334,531	347,318	351,104	350,114	-		Total Materials and Services	-	324,181	-7.67%
514,083	592,645	622,390	621,400	3.00	3110	TOTAL LIBRARY ADMINISTRATION	3.00	606,589	-2.54%
3120 PUBLIC SERVICES									
399,355	357,691	345,413	345,413	8.64	01-3120-431000	Salaries & Wages	8.34	335,465	-2.88%
0	-	-	355	-	01-3120-435000	Overtime	-	-	0.00%
-	160	480	480	-	01-3120-438000	Longevity	-	480	0.00%
30,211	27,171	26,460	26,460	-	01-3120-441000	FICA/Medicare	-	25,698	-2.88%
1,004	1,215	1,071	1,071	-	01-3120-442000	Workers Compensation	-	1,046	-2.33%
399	1,079	1,036	1,036	-	01-3120-443000	Unemployment	-	2,350	126.83%
21,890	17,134	16,991	16,991	-	01-3120-444001	Retirement-Principal	-	18,845	10.91%
43,252	26,383	23,273	29,070	-	01-3120-445000	Health/Life/LTD	-	32,943	41.55%
496,112	430,833	414,724	420,875	8.64		Total Personnel Services	8.34	416,827	0.51%
3,734	3,796	3,600	3,600	-	01-3120-510000	Office Supplies	-	3,800	5.56%
-	19	100	150	-	01-3120-515000	Printing & Advertising	-	20	-80.00%
397	445	400	400	-	01-3120-520000	Dues & Meetings	-	400	0.00%
2,302	2,171	2,500	2,000	-	01-3120-523000	Supplies	-	2,200	-12.00%
5,741	2,514	2,500	2,000	-	01-3120-525000	Travel & Training	-	1,700	-32.00%
2,465	299	1,800	1,800	-	01-3120-533000	Contractual Services	-	300	-83.33%
1,631	360	-	-	-	01-3120-533024	Patron Notices	-	-	0.00%
38,398	31,974	40,000	40,000	-	01-3120-551000	Books & Publications	-	33,500	-16.25%
8,461	11,218	7,200	7,200	-	01-3120-551001	Audio-Visual	-	7,500	4.17%
7,713	7,441	6,000	6,000	-	01-3120-551002	Periodicals	-	5,200	-13.33%
14,743	14,917	15,000	15,000	-	01-3120-551003	Children's Books	-	14,000	-6.67%
2,684	2,134	2,700	2,700	-	01-3120-551004	Children's Audio-Visual	-	2,295	-15.00%
525	482	600	600	-	01-3120-551005	Children's Periodicals	-	510	-15.00%
3,302	3,430	3,000	3,400	-	01-3120-551006	Electronic Resources	-	1,000	-66.67%
750	861	1,000	1,000	-	01-3120-551007	Adult Book Replacement	-	500	-50.00%
2,538	3,186	2,500	2,500	-	01-3120-551008	Children's Book Replacement	-	2,000	-20.00%
610	230	400	400	-	01-3120-566000	Equip Repair & Maintenance	-	200	-50.00%
95,994	85,476	89,300	88,750	-		Total Materials and Services	-	75,125	-15.87%
1,000	-	165,000	141,000	-	01-3120-610000	Capital Outlay	-	10,000	-93.94%
1,000	-	165,000	141,000	-		Total Capital Outlay	-	10,000	-93.94%
593,106	516,309	669,024	650,625	8.64	3120	TOTAL PUBLIC SERVICES	8.34	501,952	-24.97%
1,107,189	1,108,954	1,291,414	1,272,025	11.64		TOTAL LIBRARY DEPARTMENT	11.34	1,108,541	-14.16%

2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
4110 PLANNING									
59,604	65,238	76,272	76,272	0.90	01-4110-410000	Administrative Salaries	1.00	84,744	11.11%
54,586	48,865	43,744	30,998	0.80	01-4110-420000	Clerical Salaries	0.70	26,380	-39.69%
189,811	202,032	148,848	148,848	2.50	01-4110-431000	Salaries & Wages	2.50	163,265	9.69%
-	228	-	-	-	01-4110-435000	Overtime	-	-	0.00%
576	608	672	672	-	01-4110-438000	Longevity	-	1,012	50.60%
-	-	-	-	-	01-4110-440000	Misc Fringe Benefits	-	640	100.00%
22,818	23,835	20,619	19,600	-	01-4110-441000	FICA/Medicare	-	21,117	2.42%
1,267	2,673	2,530	2,530	-	01-4110-442000	Workers Compensation	-	2,424	-4.19%
304	957	808	808	-	01-4110-443000	Unemployment	-	1,927	138.49%
11,384	12,249	20,709	20,709	-	01-4110-444000	Retirement-PERS	-	26,435	27.65%
32,991	35,625	20,987	20,987	-	01-4110-444001	Retirement-Principal	-	-	-100.00%
3,074	3,055	3,636	3,636	-	01-4110-444002	Retirement-Pension Bond	-	5,013	37.87%
60,932	52,465	37,298	37,298	-	01-4110-445000	Health/Life/LTD	-	36,577	-1.93%
437,347	447,830	376,123	362,358	4.20		Total Personnel Services	4.20	369,534	-1.75%
4,668	3,272	3,000	4,000	-	01-4110-510000	Office Supplies	-	3,750	25.00%
92	63	200	-	-	01-4110-511000	Postage	-	100	-50.00%
4,685	2,581	4,000	3,000	-	01-4110-515000	Printing & Advertising	-	2,200	-45.00%
2,711	2,559	1,800	1,800	-	01-4110-520000	Dues & Meetings	-	1,100	-38.89%
-	530	-	-	-	01-4110-520003	Recruitment Expense	-	-	0.00%
2,003	1,238	2,300	2,300	-	01-4110-525000	Travel & Training	-	1,190	-48.26%
2,865	898	1,500	1,200	-	01-4110-532000	Bank Fees	-	1,000	-33.33%
3,444	4,594	4,900	3,211	-	01-4110-533045	Maintenance Agreements	-	6,500	32.65%
20,000	-	-	-	-	01-4110-533053	Rotary Signage Grant	-	-	0.00%
-	14,981	-	-	-	01-4110-533054	DLCD Grant (Industrial Infrastructure Plan)	-	-	0.00%
271	330	250	150	-	01-4110-551000	Books & Publications	-	100	-60.00%
336	632	550	810	-	01-4110-562000	Fuel	-	650	18.18%
373	122	300	300	-	01-4110-563000	Vehicle Maintenance	-	450	50.00%
51	-	200	100	-	01-4110-576000	Recording Fees	-	100	-50.00%
19,528	9,424	8,500	8,500	-	01-4110-580000	Professional Services	-	8,300	-2.35%
-	29	-	218	-	01-4110-580005	Land Use Planning Appeals	-	-	0.00%
171,405	157,036	143,709	143,709	-	01-4110-590000	Internal Chrg-Admin Support Services	-	170,956	18.96%
232,433	198,288	171,209	169,298	-		Total Materials and Services	-	196,396	14.71%
669,780	646,118	547,332	531,656	4.20	4110	TOTAL PLANNING	4.20	565,930	3.40%
NONDEPARTMENTAL 91XX									
9170 TRANSFERS									
19,639	19,639	19,639	19,639	-	01-9170-906000	Transfer Out-Wastewater	-	19,639	0.00%
-	-	-	-	-	01-9170-942000	Transfer Out-Street SDC	-	180	100.00%
-	-	-	-	-	01-9170-943000	Transfer Out-Stormwater SDC	-	134	100.00%
-	-	-	-	-	01-9170-946000	Transfer Out-Wastewater SDC	-	654	100.00%
-	-	22,266	22,266	-	01-9170-947000	Transfer Out-Water SDC	-	23,412	5.15%
-	-	-	-	-	01-9170-932000	Transfer Out-Vehicle/Equipment Replacement	-	20,000	100.00%
19,639	19,639	41,905	41,905	-	9170	TOTAL TRANSFERS	-	64,019	52.77%
9180 RESERVES									
-	-	545,555	-	-	01-9180-800000	Contingency	-	187,226	-65.68%
-	-	1,100,000	-	-	01-9180-880000	Unappropriated Fund Bal	-	1,100,000	0.00%
-	-	1,645,555	-	-	9180	TOTAL RESERVES	-	1,287,226	-21.78%
19,639	19,639	1,687,460	41,905	-		TOTAL NONDEPARTMENTAL	-	1,351,245	-19.92%
10,656,813	11,139,150	14,024,940	12,251,603	79.96	FUND 01	TOTAL GENERAL FUND	79.66	12,925,360	-7.84%
2,778,800	2,503,809	-	1,975,146			ENDING FUND BALANCE		-	

2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
FUND 2 STREET FUND									
REVENUES									
295,090	163,531	312,515	312,521	-	02-0000-300000	Beg F/B-Net Working Capital	-	383,443	22.70%
5,990	4,738	2,000	2,000	-	02-0000-332003	Street/Curb Permits	-	-	-100.00%
75	-	-	-	-	02-0000-332005	Golf Cart Permits	-	-	0.00%
944,925	1,113,929	1,290,000	775,000	-	02-0000-335000	Gas Taxes	-	822,484	-36.24%
9,545	11,252	12,900	11,650	-	02-0000-336000	Bike Way Taxes	-	12,475	-3.29%
-	-	-	378,600	-	02-0000-337000	JTA HB2001 Allocation	-	412,589	100.00%
2,478	2,402	-	17,000	-	02-0000-338000	Reimb Costs-Materials	-	-	0.00%
3,518	3,925	-	3,500	-	02-0000-338001	Reimb Costs-Labor	-	-	0.00%
14,577	5,246	-	56	-	02-0000-338002	Reimb Costs-Capital Project	-	-	0.00%
2,436	8,473	1,500	1,000	-	02-0000-342004	Dev Review and Inspection Fee	-	-	-100.00%
14,151	-	-	412	-	02-0000-360000	Miscellaneous Revenues	-	-	0.00%
623	759	500	700	-	02-0000-361000	Interest Earned	-	500	0.00%
-	714	-	-	-	02-0000-361001	Interest-Receivables	-	-	0.00%
-	6,467	-	-	-	02-0000-363000	Assessment Installments	-	-	0.00%
1,293,408	1,321,438	1,619,415	1,502,439	-		TOTAL REVENUES	-	1,631,491	0.75%
PUBLIC WORKS 51XX									
5110 STREET ADMINISTRATION									
33,908	4,899	12,132	11,008	0.13	02-5110-410000	Administrative Salaries	0.25	23,328	92.28%
20	-	-	-	-	02-5110-438000	Longevity	-	-	0.00%
2,581	376	928	836	-	02-5110-441000	FICA/Medicare	-	1,785	92.35%
179	15	255	457	-	02-5110-442000	Workers Compensation	-	491	92.55%
129	26	36	90	-	02-5110-443000	Unemployment	-	163	352.78%
4,912	226	1,620	-	-	02-5110-444000	Retirement-PERS	-	3,114	92.22%
-	-	-	2,563	-	02-5110-444001	Retirement-Principal	-	-	0.00%
728	204	406	-	-	02-5110-444002	Retirement-Pension Bond	-	816	100.99%
3,417	1,980	2,244	2,244	-	02-5110-445000	Health/Life/LTD	-	4,842	115.78%
45,875	7,727	17,621	17,198	0.13		Total Personnel Services	0.25	34,539	96.01%
533	-	500	200	-	02-5110-510000	Office Supplies	-	500	0.00%
-	-	50	-	-	02-5110-511000	Postage	-	-	-100.00%
-	-	200	50	-	02-5110-515000	Printing & Advertising	-	-	-100.00%
936	60	200	75	-	02-5110-520000	Dues & Meetings	-	-	-100.00%
-	5	50	-	-	02-5110-520003	Recruitment Expense	-	-	-100.00%
84	367	500	150	-	02-5110-523000	Supplies	-	-	-100.00%
531	13	500	75	-	02-5110-525000	Travel & Training	-	-	-100.00%
-	-	50	-	-	02-5110-526000	Employee Testing	-	-	-100.00%
18,053	12,023	29,500	20,000	-	02-5110-533000	Contractual Services	-	25,000	-15.25%
5,769	-	-	-	-	02-5110-533045	Maintenance Agreements	-	-	0.00%
190	238	100	10	-	02-5110-551000	Books & Publications	-	-	-100.00%
23	-	-	-	-	02-5110-562000	Fuel	-	-	0.00%
-	-	100	-	-	02-5110-563000	Vehicle Maintenance	-	-	-100.00%
252	252	275	252	-	02-5110-575000	Bond Registration Costs	-	275	0.00%
82	86	100	-	-	02-5110-576000	Recording Fees	-	100	0.00%
181,245	189,792	147,048	147,048	-	02-5110-590000	Internal Chrg-Admin Support Services	-	145,234	-1.23%
3,417	-	-	-	-	02-5110-590002	Internal Chrg-Computers	-	-	0.00%
211,115	202,837	179,173	167,860	-		Total Materials and Services	-	171,109	-4.50%
256,990	210,564	196,794	185,058	0.13	5110	TOTAL STREET ADMINISTRATION	0.25	205,648	4.50%

2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
5112 ENGINEERING DESIGN									
-	-	-	9,860	-	02-5112-410000	Administrative Salaries	0.25	19,404	100.00%
19,414	10,568	9,165	4,170	0.21	02-5112-420000	Clerical Salaries	-	-	-100.00%
94,327	51,214	49,134	36,731	0.73	02-5112-432000	Engineer Salaries	1.25	79,920	62.66%
461	205	286	120	-	02-5112-438000	Longevity	-	540	88.81%
-	-	-	-	-	02-5112-440000	Misc Fringe Benefits	-	640	100.00%
8,545	4,661	4,482	3,815	-	02-5112-441000	FICA/Medicare	-	7,688	71.53%
741	907	1,089	573	-	02-5112-442000	Workers Compensation	-	1,859	70.71%
114	188	175	148	-	02-5112-443000	Unemployment	-	703	301.71%
-	-	-	-	-	02-5112-444000	Retirement-PERS	-	6,509	100.00%
19,768	11,465	7,355	5,850	-	02-5112-444001	Retirement-Principal	-	12,442	69.16%
-	-	-	-	-	02-5112-444002	Retirement-Pension Bond	-	1,336	100.00%
24,909	11,165	5,888	10,465	-	02-5112-445000	Health/Life/LTD	-	25,787	337.96%
168,279	90,374	77,574	71,732	0.94		Total Personnel Services	1.50	156,828	102.17%
202	182	500	250	-	02-5112-510000	Office Supplies	-	400	-20.00%
18	6	25	-	-	02-5112-511000	Postage	-	25	0.00%
16	155	250	-	-	02-5112-515000	Printing & Advertising	-	100	-60.00%
327	684	1,000	200	-	02-5112-520000	Dues & Meetings	-	800	-20.00%
1,170	555	1,000	150	-	02-5112-523000	Supplies	-	300	-70.00%
3,200	1,055	2,200	500	-	02-5112-525000	Travel & Training	-	4,500	104.55%
-	-	50	-	-	02-5112-526000	Employee Testing	-	-	-100.00%
1,172	190	500	182	-	02-5112-532000	Bank Fees	-	500	0.00%
27	869	15,000	10,000	-	02-5112-533000	Contractual Services	-	10,000	-33.33%
2,569	9,149	10,200	10,000	-	02-5112-533045	Maintenance Agreements	-	8,200	-19.61%
155	279	200	200	-	02-5112-551000	Books & Publications	-	250	25.00%
484	-	300	-	-	02-5112-562000	Fuel	-	500	66.67%
-	-	200	-	-	02-5112-563000	Vehicle Maintenance	-	100	-50.00%
4	-	150	-	-	02-5112-566000	Equip Repair & Maintenance	-	-	-100.00%
5,900	-	-	-	-	02-5112-590001	Internal Chrg-Veh/Equip	-	-	0.00%
3,417	-	-	-	-	02-5112-590002	Internal Chrg-Computers	-	-	0.00%
18,660	13,123	31,575	21,482	-		Total Materials and Services	-	25,675	-18.69%
2,406	4,190	920	920	-	02-5112-610000	Capital Outlay	-	1,275	38.59%
2,406	4,190	920	920	-		Total Capital Outlay	-	1,275	38.59%
189,345	107,687	110,069	94,134	0.94	5112	TOTAL ENGINEERING DESIGN	1.50	183,778	66.97%

2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
5120 STREET MAINTENANCE									
18,627	9,562	9,840	9,840	0.13	02-5120-410000	Administrative Salaries	0.25	18,864	91.71%
12,559	9,904	10,383	10,383	0.25	02-5120-420000	Clerical Salaries	0.25	10,359	-0.23%
126,742	128,596	135,276	115,712	2.75	02-5120-431000	Maintenance Salaries	2.50	126,492	-6.49%
-	954	6,000	6,000	-	02-5120-433000	Summer Help	-	6,000	0.00%
-	33	-	-	-	02-5120-435000	Overtime	-	-	0.00%
735	964	6,570	1,000	-	02-5120-436000	Beeper Pay	-	6,570	0.00%
292	263	-	-	-	02-5120-436100	Uniform Allowance	-	-	0.00%
1,320	1,296	996	996	-	02-5120-438000	Longevity	-	1,320	32.53%
-	-	-	-	-	02-5120-440000	Misc Fringe Benefits	-	640	100.00%
11,802	11,204	12,934	11,300	-	02-5120-441000	FICA/Medicare	-	13,024	0.70%
3,555	7,072	13,798	11,000	-	02-5120-442000	Workers Compensation	-	12,862	-6.78%
259	455	508	508	-	02-5120-443000	Unemployment	-	1,192	134.65%
26,751	25,179	29,952	25,450	-	02-5120-444001	Retirement-Principal	-	33,999	13.51%
50,167	39,830	41,448	34,835	-	02-5120-445000	Health/Life/LTD	-	42,209	1.84%
252,809	235,312	267,705	227,024	3.13		Total Personnel Services	3.00	273,531	2.18%
1,277	694	1,600	1,500	-	02-5120-510000	Office Supplies	-	1,600	0.00%
667	1,118	1,200	2,000	-	02-5120-512000	Uniforms	-	1,200	0.00%
285	1,630	1,000	1,600	-	02-5120-520000	Dues & Meetings	-	1,000	0.00%
28,030	38,470	25,000	25,000	-	02-5120-522000	Road Materials	-	25,000	0.00%
6,098	6,191	6,500	8,000	-	02-5120-523000	Supplies & Small Tools	-	6,500	0.00%
28	232	500	400	-	02-5120-524000	Safety Program	-	500	0.00%
624	4,345	3,000	3,000	-	02-5120-525000	Travel & Training	-	3,000	0.00%
635	171	1,000	500	-	02-5120-526000	Employee Testing	-	1,000	0.00%
12,673	11,541	12,000	12,000	-	02-5120-533000	Contractual Services	-	12,000	0.00%
1,793	2,175	2,000	2,000	-	02-5120-533045	Maintenance Agreements	-	2,000	0.00%
2,423	45,562	30,000	15,000	-	02-5120-538101	Street Improvements	-	20,000	-33.33%
-	29,320	30,000	30,000	-	02-5120-538102	Street Crack Sealing	-	-	-100.00%
8,449	1,160	50,000	8,000	-	02-5120-538105	Sidewalk Intersections/ADA/Bikeway	-	5,000	-90.00%
4,291	5,033	6,000	5,000	-	02-5120-540000	Utilities	-	6,000	0.00%
17,681	6,847	20,000	19,000	-	02-5120-541000	Street Signs	-	20,000	0.00%
256,453	255,827	274,000	260,000	-	02-5120-541001	Street Lighting	-	260,000	-5.11%
893	1,194	5,000	5,000	-	02-5120-541002	Street Light/Pole Maintenance	-	5,000	0.00%
8,428	9,474	16,000	12,000	-	02-5120-562000	Fuel	-	14,000	-12.50%
14,160	10,385	15,000	12,000	-	02-5120-563000	Vehicle Maintenance	-	12,000	-20.00%
3,653	1,107	6,500	6,000	-	02-5120-566000	Equip Repair & Maintenance	-	6,500	0.00%
3,088	3,160	6,000	5,000	-	02-5120-571000	Bldg & Grounds Maintenance	-	6,000	0.00%
25,000	-	25,000	25,000	-	02-5120-590001	Internal Chrg.Veh/Equip	-	25,000	0.00%
2,935	-	-	-	-	02-5120-590002	Internal Chrg.Computers	-	-	0.00%
399,562	435,635	537,300	458,000	-		Total Materials and Services	-	433,300	-19.36%
652,371	670,947	805,005	685,024	3.13	5120	TOTAL STREET MAINTENANCE	3.00	706,831	-12.20%
1,098,705	989,198	1,111,868	964,216	4.20		TOTAL PUBLIC WORKS (STREET)	4.75	1,096,257	-1.40%
NONDEPARTMENTAL 91XX									
9170 TRANSFERS									
31,172	7,719	7,780	7,780	-	02-9170-909000	Transfer Out-Debt Service	-	22,908	194.45%
-	12,000	317,000	147,000	-	02-9170-918000	Transfer Out-Street Cap Projects	-	260,000	-17.98%
31,172	19,719	324,780	154,780	-	9170	TOTAL TRANSFERS	-	282,908	-12.89%
9180 RESERVES									
-	-	182,767	-	-	02-9180-800000	Contingency	-	252,326	38.06%
-	-	182,767	-	-	9180	TOTAL RESERVES	-	252,326	38.06%
31,172	19,719	507,547	154,780	-		TOTAL NONDEPARTMENTAL	-	535,234	5.46%
1,129,877	1,008,917	1,619,415	1,118,996	4.20	FUND 02	TOTAL STREET FUND	4.75	1,631,491	0.75%
163,531	312,521	-	383,443			ENDING FUND BALANCE		-	

2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
FUND 03 CIVIL FORFEITURE REVENUES									
4,820	4,848	-	-	-	03-0000-300000	Beg F/B-Net Working Capital	-	-	0.00%
-	-	-	5,000	-	03-0000-336000	Other Forfeitures	-	5,000	100.00%
28	14	-	-	-	03-0000-361000	Interest Earned	-	-	0.00%
4,848	4,862	-	5,000	-	TOTAL REVENUES		-	5,000	100.00%
FUND 03 TOTAL REVENUES									
FUND 03 CIVIL FORFEITURE									
FUND 03 CIVIL FORFEITURE REVENUES									
-	-	-	2,500	-	03-2110-521000	Confidential Funds	-	2,500	100.00%
-	-	-	2,500	-	03-2110-533000	Contractual Services	-	2,500	100.00%
-	4,862	-	-	-	03-2110-580000	Professional Services	-	-	0.00%
-	4,862	-	5,000	-	Total Materials and Services		-	5,000	100.00%
-	4,862	-	5,000	-	2110	TOTAL POLICE ADMINISTRATION	-	5,000	100.00%
-	4,862	-	5,000	-	FUND 03	TOTAL CIVIL FORFEITURE FUND	-	5,000	100.00%
4,848	0	-	-	-	ENDING FUND BALANCE		-	-	-
FUND 04 PROPRIETARY CAPITAL PROJECTS REVENUES									
617,087	1,170,657	87,900	50,000	-	04-0000-390006	Transfer In-Wastewater Fund	-	712,900	711.04%
528,628	72,085	1,062,000	228,590	-	04-0000-390007	Transfer In-Water Fund	-	1,000,000	-5.84%
816	30,428	168,500	30,925	-	04-0000-390017	Transfer In-Stormwater Fund	-	-	-100.00%
28,312	3,381	93,500	81,600	-	04-0000-390043	Transfer In-Storm SDC	-	250,000	167.38%
784,125	293,064	58,600	-	-	04-0000-390046	Transfer In-Wastewater SDC	-	58,600	0.00%
2,302	-	93,000	82,135	-	04-0000-390047	Transfer In-Water SDC	-	350,000	276.34%
1,961,270	1,569,615	1,563,500	473,250	-	TOTAL REVENUES		-	2,371,500	51.68%
FUND 04 PROPRIETARY CAPITAL PROJECTS									
FUND 04 PROPRIETARY CAPITAL PROJECTS REVENUES									
-	-	-	50,000	-	04-5150-706348	NASF Utility Improvements	-	25,000	100.00%
35,165	-	-	-	-	04-5150-706362	W Sheridan/N Harrison WW Improvement	-	-	0.00%
767,653	1,600	-	-	-	04-5150-706385	WWTP Sawdust Dryer	-	-	0.00%
1,146	-	-	-	-	04-5150-706386	WWTP Mixing Zone Study	-	-	0.00%
88,632	1,462,121	-	-	-	04-5150-706392	Hwy 240 Pump Station	-	-	0.00%
-	-	146,500	-	-	04-5150-706395	WWTP Wynooski IPS Property Purchase	-	146,500	0.00%
450,551	-	-	-	-	04-5150-706400	WWTP - RRE	-	-	0.00%
-	-	-	-	-	04-5150-706411	South Springbrook (Bypass)	-	600,000	100.00%
1,385,393	1,463,721	146,500	50,000	-	Wastewater Projects		-	771,500	426.62%
473,351	-	700,000	20,000	-	04-5150-707555	Spring Improvements	-	700,000	0.00%
3,836	-	-	1,725	-	04-5150-707577	WTP Exp Land Purchase	-	350,000	100.00%
41,499	-	-	-	-	04-5150-707582	Mainline Valve Insertion Project	-	-	0.00%
947	-	-	-	-	04-5150-707583	N Valley Rd Reservoir Analysis	-	-	0.00%
-	54,239	210,000	43,000	-	04-5150-707587	North Valley Rd Reservoir Upgrades	-	175,000	-16.67%
15,819	-	-	-	-	04-5150-707588	WWTP Effluent Reuse Facility	-	-	0.00%
11,295	-	-	-	-	04-5150-707592	Oliver Springs Disconnect from City System	-	-	0.00%
-	17,847	70,000	95,000	-	04-5150-707593	Wellfield Improvements	-	-	-100.00%
-	-	70,000	60,000	-	04-5150-707597	WTP Backwash Pond Liner	-	-	-100.00%
-	-	80,000	66,000	-	04-5150-707607	Crestview Drive (Oxberg Lake)	-	-	-100.00%
-	-	25,000	25,000	-	04-5150-707610	WTP Geotech Study	-	-	-100.00%
-	-	-	-	-	04-5150-707611	South Springbrook (Bypass)	-	125,000	100.00%
546,748	72,085	1,155,000	310,725	-	Water Projects		-	1,350,000	16.88%
-	-	152,000	16,525	-	04-5150-717710	Vermillion Drain to Creek	-	-	-100.00%
28,108	-	-	-	-	04-5150-717717	Columbia Drive LID (SW portion)	-	-	0.00%
1,020	-	-	-	-	04-5150-717718	Springbrook Rd - Middlebrook to Haworth Des	-	-	0.00%
-	33,808	-	-	-	04-5150-717724	Illinois Street Construction	-	-	0.00%
-	-	-	-	-	04-5150-717725	Master Plan Update	-	250,000	100.00%
-	-	110,000	96,000	-	04-5150-717727	Crestview Drive (Oxberg Lake)	-	-	-100.00%
29,128	33,808	262,000	112,525	-	Stormwater Projects		-	250,000	-4.58%
1,961,270	1,569,615	1,563,500	473,250	-	5150	TOTAL CAPITAL PROJECTS	-	2,371,500	51.68%
1,961,270	1,569,615	1,563,500	473,250	-	FUND 04	TOTAL PROP CAPITAL PROJECTS	-	2,371,500	51.68%
ENDING FUND BALANCE									

2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
FUND 05 EMERGENCY MEDICAL SERVICES									
REVENUES									
408,691	314,541	247,526	247,526	-	05-0000-300000	Beg F/B-Net Working Capital	-	142,574	-42.40%
-	-	-	4,996	-	05-0000-334000	Miscellaneous Grants	-	5,000	100.00%
-	6,363	-	-	-	05-0000-338000	Reimbursed Cost	-	-	0.00%
1,121,010	1,166,302	1,220,000	1,208,000	-	05-0000-348000	User Fees	-	1,365,200	11.90%
34,067	38,726	37,000	40,236	-	05-0000-348002	Firemed Memberships	-	40,000	8.11%
246	280	-	-	-	05-0000-360000	Miscellaneous Revenues	-	-	0.00%
2,177	1,041	1,000	1,000	-	05-0000-361000	Interest Earned	-	1,000	0.00%
-	-	-	148,790	-	05-0000-364000	Sale of Assets	-	-	0.00%
33,000	13,000	20,000	5,000	-	05-0000-367000	Contrib-Spec & Private	-	15,000	-25.00%
1,599,191	1,540,252	1,525,526	1,655,548	-		TOTAL REVENUES	-	1,568,774	2.83%
2250 EMERGENCY MEDICAL SERVICES									
90,359	92,108	92,397	92,397	1.00	05-2250-410000	Administrative Salaries	1.00	92,146	-0.27%
25,847	26,220	26,184	26,184	0.60	05-2250-420000	Clerical Salaries	0.60	26,112	-0.27%
386,257	411,515	401,988	425,000	5.64	05-2250-431000	Salaries & Wages	5.64	415,672	3.40%
32,574	43,895	70,000	40,000	-	05-2250-435000	Overtime	-	70,000	0.00%
20,356	17,621	19,000	16,571	-	05-2250-435001	Holiday Bank	-	19,000	0.00%
4,344	4,059	10,000	3,000	-	05-2250-436000	Standby Pay	-	10,000	0.00%
1,780	720	800	800	-	05-2250-438000	Longevity	-	1,200	50.00%
-	-	-	-	-	05-2250-440000	Misc Fringe Benefits	-	640	100.00%
43,591	44,266	47,458	55,000	-	05-2250-441000	FICA/Medicare	-	48,562	2.33%
10,233	18,718	23,874	23,874	-	05-2250-442000	Workers Compensation	-	24,416	2.27%
580	1,790	1,863	2,000	-	05-2250-443000	Unemployment	-	4,445	138.59%
71,405	73,803	112,751	112,751	-	05-2250-444000	Retirement-PERS	-	115,963	2.85%
18,476	18,271	19,877	19,877	-	05-2250-444002	Retirement-Pension Bond	-	21,263	6.97%
95,637	105,328	105,358	105,358	-	05-2250-445000	Health/Life/LTD	-	105,825	0.44%
801,438	858,316	931,550	922,812	7.24		Total Personnel Services	7.24	955,244	2.54%
4,061	3,774	3,000	3,000	-	05-2250-510000	Office Supplies	-	3,000	0.00%
370	246	500	300	-	05-2250-511000	Postage	-	500	0.00%
2,861	3,053	4,200	4,200	-	05-2250-512000	Uniforms	-	4,200	0.00%
3,403	3,339	10,000	6,000	-	05-2250-515000	Printing & Advertising	-	5,000	-50.00%
1,663	2,356	2,000	2,000	-	05-2250-520000	Dues & Meetings	-	2,000	0.00%
3,920	5,110	15,000	15,000	-	05-2250-523000	Supplies	-	15,000	0.00%
48,965	49,515	45,000	40,000	-	05-2250-523006	Medical Supplies	-	45,000	0.00%
6,647	7,593	10,000	8,000	-	05-2250-523007	RX Supplies	-	10,000	0.00%
2,449	2,888	1,500	1,000	-	05-2250-524000	Safety Program	-	1,500	0.00%
6,652	4,361	6,000	6,000	-	05-2250-525000	Travel & Training	-	6,000	0.00%
-	-	500	-	-	05-2250-526000	Employee Testing	-	-	-100.00%
-	259	750	750	-	05-2250-532000	Bank Fees	-	750	0.00%
-	6,719	-	4,996	-	05-2250-533011	EMS Grants	-	5,000	100.00%
9,222	9,126	15,000	15,000	-	05-2250-533045	Maintenance Agreements	-	15,000	0.00%
76,389	84,984	80,000	80,000	-	05-2250-535001	Billing Services	-	80,000	0.00%
6,700	6,700	6,700	6,700	-	05-2250-535002	Medical Services	-	6,700	0.00%
14,383	14,938	19,000	17,000	-	05-2250-540000	Utilities	-	20,000	5.26%
1,972	296	500	500	-	05-2250-551000	Books & Publications	-	500	0.00%
20,915	30,027	35,000	36,000	-	05-2250-562000	Fuel	-	40,000	14.29%
25,794	25,829	30,000	25,000	-	05-2250-563000	Vehicle Maintenance	-	30,000	0.00%
15,865	9,364	10,000	6,000	-	05-2250-566000	Equip Repair & Maintenance	-	10,000	0.00%
1,767	-	-	-	-	05-2250-566100	Safety Equipment	-	-	0.00%
248	248	255	255	-	05-2250-575000	Bond Registration Costs	-	255	0.00%
-	979	-	-	-	05-2250-580000	Professional Services	-	-	0.00%
73,742	69,538	73,399	73,399	-	05-2250-590000	Internal Chrg-Admin Support Services	-	65,428	-10.86%
3,742	3,843	3,843	3,843	-	05-2250-590005	Internal Chrg-Communications Charge	-	3,843	0.00%
10,928	10,928	10,928	10,928	-	05-2250-590008	Internal Chrg-Radio Replace	-	10,928	0.00%
13,917	15,820	29,000	29,000	-	05-2250-596000	Volunteer Costs	-	29,640	2.21%
23,142	19,280	10,000	10,000	-	05-2250-596001	Volunteer Training	-	10,000	0.00%
12,688	7,500	7,500	7,500	-	05-2250-596002	LOSAP	-	7,500	0.00%
392,407	398,616	429,575	412,371	-		Total Materials and Services	-	427,744	-0.43%
26,805	-	-	-	-	05-2250-610000	Capital Outlay	-	-	0.00%
-	17,795	6,000	9,000	-	05-2250-610005	Capital Outlay-EMS	-	27,000	350.00%
26,805	17,795	6,000	9,000	-		Total Capital Outlay	-	27,000	350.00%
1,220,651	1,274,727	1,367,125	1,344,183	7.24	2250	TOTAL EMERGENCY MED SERVICES	7.24	1,409,988	3.14%

2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
					9170	TRANSFERS			
64,000	18,000	20,000	168,791	-	05-9170-933000	Transfer Out-Fire & EMS Equip Fee	-	20,000	0.00%
64,000	18,000	20,000	168,791	-	9170	TOTAL TRANSFERS	-	20,000	0.00%
					9180	RESERVES			
-	-	138,401	-	-	05-9180-800000	Contingency	-	138,786	0.28%
-	-	138,401	-	-	9180	TOTAL RESERVES	-	138,786	0.28%
1,284,651	1,292,727	1,525,526	1,512,974	7.24	FUND 05	TOTAL EMERG MED SRVC FUND	7.24	1,568,774	2.83%
314,541	247,526	-	142,574			ENDING FUND BALANCE		-	

2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
FUND 06 WASTEWATER FUND									
REVENUES									
2,076,192	2,216,966	2,661,576	2,661,571	-	06-0000-300000	Beg F/B-Net Working Capital	-	4,515,552	69.66%
-	133,377	-	32,892	-	06-0000-334000	Miscellaneous Grants	-	-	0.00%
3,689	2,329	-	-	-	06-0000-338000	Reimb Costs-Materials	-	-	0.00%
2,358	2,951	-	112	-	06-0000-338001	Reimb Costs-Labor	-	-	0.00%
45,823	39,642	-	35,000	-	06-0000-338002	Reimb Costs-Capital Project	-	-	0.00%
1,086	8,473	1,500	775	-	06-0000-342004	Dev Review and Inspection Fee	-	1,000	-33.33%
43,160	72,511	45,000	50,000	-	06-0000-342005	Compost Sales/Sawdust Sales	-	31,200	-30.67%
-	-	13,800	13,800	-	06-0000-343000	Illinois Street Rental	-	13,800	0.00%
4,596,125	5,477,410	5,750,000	6,272,035	-	06-0000-348000	User Fees	-	6,361,366	10.63%
4,000	6,454	5,000	-	-	06-0000-349001	Connection Charges	-	5,000	0.00%
35,245	36,215	35,000	32,000	-	06-0000-350000	Utility Billing Penalties	-	35,000	0.00%
51,490	62,593	35,000	50,000	-	06-0000-355000	Other Fees: Dumping	-	35,000	0.00%
1,207	37,979	1,000	8,262	-	06-0000-360000	Miscellaneous Revenues	-	1,500	50.00%
8,977	8,141	7,000	8,000	-	06-0000-361000	Interest Earned	-	11,000	57.14%
-	5,000	-	-	-	06-0000-364000	Sale Of Assets	-	-	0.00%
19,639	19,639	19,639	19,639	-	06-0000-390001	Transfer In-General Fund	-	19,639	0.00%
36,769	-	-	-	-	06-0000-390026	Transfer In-WW Replacement & Reserves	-	-	0.00%
-	-	-	-	-	06-0000-393010	Lease Proceeds	-	135,000	-
6,925,759	8,129,679	8,574,515	9,184,086	-		TOTAL REVENUES	-	11,165,057	30.21%
PUBLIC WORKS 51XX									
5110 WASTEWATER ADMINISTRATION									
33,908	22,952	38,244	38,244	0.41	06-5110-410000	Administrative Salaries	0.25	23,328	-39.00%
20	-	-	-	-	06-5110-438000	Longevity	-	-	0.00%
2,581	1,638	2,926	2,926	-	06-5110-441000	FICA/Medicare	-	1,785	-39.00%
179	63	805	805	-	06-5110-442000	Workers Compensation	-	491	-39.01%
129	77	115	115	-	06-5110-443000	Unemployment	-	163	41.74%
4,912	1,855	5,106	5,106	-	06-5110-444000	Retirement-PERS	-	3,114	-39.01%
728	645	1,281	1,281	-	06-5110-444002	Retirement-Pension Bond	-	816	-36.30%
3,417	5,087	7,075	7,075	-	06-5110-445000	Health/Life/LTD	-	4,842	-31.56%
45,875	32,317	55,552	55,552	0.41		Total Personnel Services	0.25	34,539	-37.83%
593	-	500	200	-	06-5110-510000	Office Supplies	-	500	0.00%
-	5	50	-	-	06-5110-511000	Postage	-	50	0.00%
539	8	150	100	-	06-5110-515000	Printing & Advertising	-	-	-100.00%
1,558	293	1,000	65	-	06-5110-520000	Dues & Meetings	-	500	-50.00%
-	5	50	-	-	06-5110-520003	Recruitment Expense	-	-	-100.00%
237	411	500	150	-	06-5110-523000	Supplies	-	500	0.00%
978	1,742	3,000	75	-	06-5110-525000	Travel & Training	-	500	-83.33%
16,894	6,442	40,000	10,000	-	06-5110-533000	Contractual Services	-	-	-100.00%
12	-	100	-	-	06-5110-551000	Books & Publications	-	100	0.00%
24	-	-	-	-	06-5110-562000	Fuel	-	-	0.00%
510,180	501,329	567,362	567,362	-	06-5110-590000	Internal Chrg-Admin Support Services	-	605,071	6.65%
2,075	-	-	-	-	06-5110-590002	Internal Chrg-Computers	-	-	0.00%
56,455	55,914	56,359	56,359	-	06-5110-590004	Internal Chrg-Facilities (COP)	-	55,578	-1.39%
229,806	273,871	287,500	313,602	-	06-5110-590015	Internal Chrg-Franchise Fee	-	318,068	10.63%
819,349	840,019	956,571	947,913	-		Total Materials and Services	-	980,867	2.54%
865,223	872,336	1,012,123	1,003,465	0.41	5110	TOTAL WASTEWATER ADMIN	0.25	1,015,406	0.32%

2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
					5113	CAP PROJ ENGINEERING			
-	-	-	9,855	-	06-5113-410000	Administrative Salaries	0.25	19,404	100.00%
204,867	217,126	158,215	148,360	2.41	06-5113-432000	Engineer Salaries	1.25	79,920	-49.49%
20,460	14,068	11,347	5,504	0.26	06-5113-420000	Clerical Salaries	-	-	-100.00%
-	8	-	-	-	06-5113-435000	Overtime	-	-	0.00%
630	871	938	938	-	06-5113-438000	Longevity	-	540	-42.43%
-	-	-	-	-	06-5113-440000	Misc Fringe Benefits	-	640	100.00%
16,907	17,379	13,043	13,043	-	06-5113-441000	FICA/Medicare	-	7,688	-41.06%
1,638	3,630	3,111	3,111	-	06-5113-442000	Workers Compensation	-	1,859	-40.24%
524	695	511	511	-	06-5113-443000	Unemployment	-	703	37.57%
8,651	8,880	7,866	7,866	-	06-5113-444000	Retirement-PERS	-	6,509	-17.25%
23,929	26,106	16,503	16,503	-	06-5113-444001	Retirement-Principal	-	12,442	-24.61%
2,448	2,403	1,262	1,262	-	06-5113-444002	Retirement-Pension Bond	-	1,336	5.86%
46,728	40,896	23,384	29,000	-	06-5113-445000	Health/Life/LTD	-	25,787	10.28%
326,783	332,060	236,180	235,953	2.67		Total Personnel Services	1.50	156,828	-33.60%
314	97	1,000	600	-	06-5113-510000	Office Supplies	-	700	-30.00%
206	23	300	35	-	06-5113-515000	Printing & Advertising	-	100	-66.67%
1,597	1,213	2,500	750	-	06-5113-520000	Dues & Meetings	-	800	-68.00%
1,627	273	1,500	150	-	06-5113-523000	Supplies	-	1,000	-33.33%
3,440	2,279	10,750	2,500	-	06-5113-525000	Travel & Training	-	4,500	-58.14%
3,671	306	500	471	-	06-5113-532000	Bank Fees	-	500	0.00%
5,191	7,092	30,000	10,000	-	06-5113-533000	Contractual Services	-	15,000	-50.00%
3,484	9,780	10,200	10,000	-	06-5113-533045	Maintenance Agreements	-	8,200	-19.61%
190	123	500	-	-	06-5113-551000	Books & Publications	-	250	-50.00%
970	1,737	1,000	1,000	-	06-5113-562000	Fuel	-	500	-50.00%
573	260	500	200	-	06-5113-563000	Vehicle Maintenance	-	100	-80.00%
-	-	150	-	-	06-5113-566000	Equip Repair & Maintenance	-	-	-100.00%
82	-	200	-	-	06-5113-576000	Recording Fees	-	100	-50.00%
5,900	5,900	-	-	-	06-5113-590001	Internal Chrg-Veh/Equip	-	-	0.00%
2,075	-	-	-	-	06-5113-590002	Internal Chrg-Computers	-	-	0.00%
29,320	29,082	59,100	25,706	-		Total Materials and Services	-	31,750	-46.28%
2,406	1,787	920	920	-	06-5113-610000	Capital Outlay	-	1,275	38.59%
2,406	1,787	920	920	-		Total Capital Outlay	-	1,275	38.59%
358,509	362,929	296,200	262,579	2.67	5113	TOTAL CAP PROJ ENGINEERING	1.50	189,853	-35.90%

2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
5131 WASTEWATER PLANT OPERATIONS									
37,255	37,238	37,836	37,836	0.50	06-5131-410000	Administrative Salaries	0.50	37,728	-0.29%
13,734	16,118	15,948	15,948	0.37	06-5131-420000	Clerical Salaries	0.38	16,116	1.05%
307,135	330,475	343,932	343,932	6.50	06-5131-431000	Salaries & Wages	8.00	413,436	20.21%
13,398	6,763	12,000	12,000	-	06-5131-433000	Summer Help	-	12,000	0.00%
405	-	-	-	-	06-5131-435000	Overtime	-	-	0.00%
2,693	2,798	2,272	2,272	-	06-5131-436000	Beeper Pay	-	2,738	20.49%
650	600	700	700	-	06-5131-436100	Uniform Allowance	-	850	21.43%
2,070	2,160	2,340	2,340	-	06-5131-438000	Longevity	-	2,040	-12.82%
-	-	-	-	-	06-5131-440000	Misc Fringe Benefits	-	2,560	100.00%
28,128	29,571	31,749	31,749	-	06-5131-441000	FICA/Medicare	-	37,292	17.46%
7,248	14,664	15,748	15,748	-	06-5131-442000	Workers Compensation	-	18,077	14.79%
526	1,186	1,247	1,247	-	06-5131-443000	Unemployment	-	3,412	173.62%
58,166	64,069	71,965	71,965	-	06-5131-444001	Retirement-Principal	-	94,156	30.84%
89,439	85,173	91,552	91,552	-	06-5131-445000	Health/Life/LTD	-	120,225	31.32%
560,847	590,814	627,289	627,289	7.37		Total Personnel Services	8.88	760,630	21.26%
4,144	1,473	1,500	1,500	-	06-5131-510000	Office Supplies	-	1,500	0.00%
6	86	700	700	-	06-5131-511000	Postage	-	700	0.00%
1,375	1,717	1,800	1,800	-	06-5131-512000	Uniforms	-	1,800	0.00%
2,529	3,077	2,450	2,450	-	06-5131-520000	Dues & Meetings	-	2,450	0.00%
-	293	-	-	-	06-5131-520003	Recruitment Expense	-	-	0.00%
10,048	7,629	11,000	11,000	-	06-5131-523000	Supplies & Small Tools	-	10,000	-9.09%
6,586	10,707	13,000	13,000	-	06-5131-525000	Travel & Training	-	13,000	0.00%
491	312	500	500	-	06-5131-526000	Employee Testing	-	520	4.00%
27,995	58,976	46,492	46,492	-	06-5131-533000	Contractual Services	-	46,492	0.00%
1,287	1,217	1,840	1,840	-	06-5131-533045	Maintenance Agreements	-	1,914	4.02%
-	30,455	-	-	-	06-5131-533057	WWTP Safety Improvements Grant	-	-	0.00%
-	-	-	-	-	06-5131-534000	Lease Payments	-	30,000	100.00%
143,856	173,685	218,400	218,000	-	06-5131-537000	Operating Supplies	-	227,136	4.00%
309,219	302,125	378,000	378,000	-	06-5131-540000	Utilities	-	370,000	-2.12%
10,117	11,890	20,000	20,000	-	06-5131-545000	Lab Supplies & Oper	-	15,000	-25.00%
31,826	20,459	16,500	16,500	-	06-5131-546000	Permits & Fees	-	19,300	16.97%
18,670	24,835	20,000	15,000	-	06-5131-547000	Analytical Lab Testing	-	15,000	-25.00%
1,846	2,186	6,000	5,000	-	06-5131-548000	Industrial Pretreatment	-	10,000	66.67%
283	40	400	400	-	06-5131-551000	Books & Publications	-	400	0.00%
550	-	-	-	-	06-5131-560000	Property Taxes	-	-	0.00%
13,483	17,752	17,875	17,875	-	06-5131-562000	Fuel	-	19,663	10.00%
2,257	8,343	8,000	8,000	-	06-5131-563000	Vehicle Maintenance	-	8,000	0.00%
271,538	232,312	230,000	230,000	-	06-5131-566000	Equip Repair & Maintenance	-	226,000	-1.74%
1,057	12,809	25,000	25,000	-	06-5131-568000	Pump Station Maintenance	-	25,000	0.00%
3,772	14,058	10,000	10,000	-	06-5131-571000	Building & Grounds Maintenance	-	10,000	0.00%
6,200	6,200	-	-	-	06-5131-590002	Internal Chrg-Computers	-	-	0.00%
869,135	942,635	1,029,457	1,023,057	-		Total Materials and Services	-	1,053,875	2.37%
87,519	17,420	35,000	35,000	-	06-5131-610000	Capital Outlay	-	35,000	0.00%
-	-	27,000	26,638	-	06-5131-610400	Capital Outlay-Ops Vehicle Replac	-	-	-
-	-	-	-	-	06-5131-610500	Capital Outlay-Lease-GAAP	-	135,000	-
87,519	17,420	62,000	61,638	-		Total Capital Outlay	-	170,000	174.19%
1,517,502	1,550,869	1,718,746	1,711,984	7.37	5131	TOTAL WASTEWATER PLANT OP	8.88	1,984,505	15.46%

2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
5132 WASTEWATER MAINTENANCE									
19,129	31,257	31,020	31,020	0.41	06-5132-410000	Administrative Salaries	0.25	18,864	-39.19%
12,905	13,186	13,707	13,707	0.33	06-5132-420000	Clerical Salaries	0.25	10,359	-24.43%
264,694	274,956	265,896	265,896	5.25	06-5132-431000	Salaries & Wages	4.00	208,008	-21.77%
5,502	9,091	15,360	15,360	-	06-5132-433000	Summer Help	-	15,360	0.00%
261	128	-	-	-	06-5132-435000	Overtime	-	-	0.00%
1,891	1,848	1,835	1,835	-	06-5132-436000	Beeper Pay	-	1,369	-25.40%
575	591	566	566	-	06-5132-436100	Uniform Allowance	-	425	-24.91%
2,210	2,412	2,452	2,452	-	06-5132-438000	Longevity	-	2,100	-14.36%
-	-	-	-	-	06-5132-440000	Misc Fringe Benefits	-	640	100.00%
22,641	24,745	25,308	25,308	-	06-5132-441000	FICA/Medicare	-	19,670	-22.28%
6,604	13,165	19,329	19,329	-	06-5132-442000	Workers Compensation	-	16,065	-16.89%
408	1,001	994	994	-	06-5132-443000	Unemployment	-	1,799	80.99%
49,347	54,671	58,675	58,675	-	06-5132-444001	Retirement-Principal	-	49,504	-15.63%
97,528	81,282	84,162	84,162	-	06-5132-445000	Health/Life/LTD	-	79,076	-6.04%
483,695	508,333	519,304	519,304	5.99		Total Personnel Services	4.50	423,239	-18.50%
928	1,119	1,400	2,500	-	06-5132-512000	Uniforms	-	1,400	0.00%
2,763	1,763	2,750	2,800	-	06-5132-520000	Dues & Meetings	-	2,750	0.00%
-	180	500	-	-	06-5132-520003	Recruitment Expense	-	300	-40.00%
10,296	11,863	11,000	12,000	-	06-5132-523000	Supplies & Small Tools	-	12,000	9.09%
873	256	1,000	800	-	06-5132-524000	Safety Program	-	500	-50.00%
2,787	2,201	6,500	6,500	-	06-5132-525000	Travel & Training	-	6,500	0.00%
1,049	809	1,000	800	-	06-5132-526000	Employee Testing	-	1,000	0.00%
22,063	20,865	20,000	20,000	-	06-5132-533000	Contractual Services	-	20,000	0.00%
1,635	1,425	4,000	4,000	-	06-5132-533045	Maintenance Agreements	-	2,000	-50.00%
7,130	26,872	35,000	25,000	-	06-5132-538301	Inflow/Infiltration Correction	-	30,000	-14.29%
-	1,498	150,000	50,000	-	06-5132-538306	Wastewater Rehabilitation	-	100,000	-33.33%
21,188	15,729	50,000	40,000	-	06-5132-538307	Wastewater System Replacement	-	35,000	-30.00%
33,379	27,562	35,000	32,000	-	06-5132-538323	Manhole Rehabilitation	-	35,000	0.00%
5,247	3,405	35,000	25,000	-	06-5132-538325	Lateral Replacement	-	30,000	-14.29%
3,895	5,033	6,000	5,000	-	06-5132-540000	Utilities	-	6,000	0.00%
-	1,851	10,000	8,000	-	06-5132-543000	Illinois Street Rental	-	10,000	0.00%
8,984	11,833	12,000	17,000	-	06-5132-562000	Fuel	-	12,000	0.00%
22,800	11,700	9,500	9,000	-	06-5132-563000	Vehicle Maintenance	-	11,000	15.79%
2,497	4,167	3,500	3,500	-	06-5132-566000	Equip Repair & Maintenance	-	4,000	14.29%
(849)	(1,038)	25,000	20,000	-	06-5132-567000	Pipe & Materials	-	25,000	0.00%
40,000	42,925	42,925	42,925	-	06-5132-590001	Internal Chrg-Veh/Equip	-	42,925	0.00%
2,940	-	-	-	-	06-5132-590002	Internal Chrg-Computers	-	-	0.00%
189,605	192,017	462,075	326,825	-		Total Materials and Services	-	387,375	-16.17%
673,300	700,350	981,379	846,129	5.99	5132	TOTAL WASTEWATER COLLECTION	4.50	810,614	-17.40%
3,414,534	3,486,485	4,008,448	3,824,157	16.44		TOTAL PUBLIC WORKS (WW)	15.13	4,000,378	-0.20%

2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
NONDEPARTMENTAL 91XX									
9150 DEBT SERVICE - PRINCIPAL									
-	-	181,253	181,253	-	06-9150-603001	Loan: Composter/Headworks	-	187,363	3.37%
-	-	107,992	107,992	-	06-9150-608000	Loan: Effluent Reuse	-	112,193	3.89%
-	-	193,000	193,000	-	06-9150-609000	Loan: WW Property Expansion	-	193,000	0.00%
-	-	482,245	482,245		9150	TOTAL PRINCIPAL	-	492,556	2.14%
9160 DEBT SERVICE - INTEREST									
-	-	66,522	66,522	-	06-9160-603001	Loan: Composter/Headworks	-	60,088	-9.67%
-	-	123,262	123,262	-	06-9160-608000	Loan: Effluent Reuse	-	120,022	-2.63%
-	-	64,848	64,848	-	06-9160-609000	Loan: WW Property Expansion	-	56,742	-12.50%
-	-	254,632	254,632	-	9160	TOTAL INTEREST	-	236,852	-6.98%
-	-	736,877	736,877	-	9150/9160	TOTAL DEBT SERVICE	-	729,408	-1.01%
9170 TRANSFERS									
-	2,500	-	-	-	06-9170-901000	Transfer Out-General Fund	-	-	0.00%
617,087	1,170,657	87,900	50,000	-	06-9170-904000	Transfer Out-Capital Projects	-	712,900	711.04%
677,172	745,567	-	-	-	06-9170-915000	Transfer Out-Proprietary Debt	-	-	0.00%
-	62,900	57,500	57,500	-	06-9170-926000	Transfer Out-Wastewater Repl Reserve	-	63,614	10.63%
1,294,259	1,981,624	145,400	107,500	-	9170	TOTAL TRANSFERS	-	776,514	434.05%
9180 RESERVES									
-	-	3,544,221	-	-	06-9180-800000	Contingency	-	5,473,527	54.44%
-	-	139,569	-	-	06-9180-810000	Contingency-Ops Veh Replace	-	185,231	32.72%
-	-	3,683,790	-	-	9180	TOTAL RESERVES	-	5,658,758	53.61%
1,294,259	1,981,624	4,566,067	844,377	-		TOTAL NONDEPARTMENTAL	-	7,164,680	56.91%
4,708,793	5,468,108	8,574,515	4,668,534	16.44	FUND 06	TOTAL WASTEWATER FUND	15.13	11,165,057	30.21%
2,216,966	2,661,571	-	4,515,552			ENDING FUND BALANCE		-	

2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
FUND 07 WATER FUND									
REVENUES									
3,107,334	2,232,969	2,999,352	2,999,352	-	07-0000-300000	Beg F/B-Net Working Capital	-	3,634,884	21.19%
35,460	20,267	-	-	-	07-0000-334055	Wellfield Grant	-	-	0.00%
1,740	790	-	1,047	-	07-0000-338000	Reimb Costs-Materials	-	-	0.00%
1,345	925	-	423	-	07-0000-338001	Reimb Costs-Labor	-	-	0.00%
48,262	39,642	-	40,000	-	07-0000-338002	Reimb Costs-Capital Project	-	-	0.00%
1,086	10,822	1,500	775	-	07-0000-342004	Dev Review and Inspection Fee	-	1,000	-33.33%
3,738,997	4,091,116	4,300,000	4,560,815	-	07-0000-348000	User Fees	-	4,328,231	0.66%
89,637	71,657	30,000	30,742	-	07-0000-349001	Connection Charges	-	30,000	0.00%
35,245	36,215	30,000	30,000	-	07-0000-350000	Utility Billing Penalties	-	30,000	0.00%
13,743	4,048	5,000	1,917	-	07-0000-355000	Other Fees: Hydrant Permits	-	5,000	0.00%
15,581	16,106	10,000	15,402	-	07-0000-360000	Miscellaneous Revenues	-	10,000	0.00%
12,776	10,535	12,000	10,000	-	07-0000-361000	Interest Earned	-	10,821	-9.83%
21,564	-	-	-	-	07-0000-390027	Transfer In-Water Replace & Reserves	-	-	0.00%
7,122,769	6,535,092	7,387,852	7,690,473	-		TOTAL REVENUES	-	8,049,936	8.96%
PUBLIC WORKS 51XX									
5110 WATER ADMINISTRATION									
33,908	21,677	36,384	36,384	0.39	07-5110-410000	Administrative Salaries	0.25	23,328	-35.88%
20	-	-	-	-	07-5110-438000	Longevity	-	-	0.00%
2,581	1,548	2,783	2,783	-	07-5110-441000	FICA/Medicare	-	1,785	-35.86%
179	60	765	765	-	07-5110-442000	Workers Compensation	-	491	-35.82%
132	73	109	109	-	07-5110-443000	Unemployment	-	163	49.54%
4,912	1,738	4,857	4,857	-	07-5110-444000	Retirement-PERS	-	3,114	-35.89%
728	613	1,219	1,219	-	07-5110-444002	Retirement-Pension Bond	-	816	-33.06%
3,417	4,865	6,730	6,730	-	07-5110-445000	Health/Life/LTD	-	4,842	-28.05%
45,877	30,574	52,847	52,847	0.39		Total Personnel Services	0.25	34,539	-34.64%
690	-	500	200	-	07-5110-510000	Office Supplies	-	800	60.00%
5	-	50	-	-	07-5110-511000	Postage	-	50	0.00%
539	8	200	100	-	07-5110-515000	Printing & Advertising	-	-	-100.00%
1,364	1,179	4,200	3,500	-	07-5110-520000	Dues & Meetings	-	3,500	-16.67%
-	5	50	-	-	07-5110-520003	Recruitment Expense	-	-	-100.00%
237	366	500	150	-	07-5110-523000	Supplies	-	800	60.00%
9,204	5,062	10,000	10,000	-	07-5110-523010	Conservation Public Outreach Program	-	5,000	-50.00%
-	5,000	-	-	-	07-5110-523011	Conservation Incentive Program	-	-	0.00%
2,036	1,437	2,500	75	-	07-5110-525000	Travel & Training	-	700	-72.00%
13,876	2,292	40,000	10,000	-	07-5110-533000	Contractual Services	-	-	-100.00%
217	-	-	-	-	07-5110-534000	Lease Purchase	-	-	0.00%
33	49	100	-	-	07-5110-551000	Books & Publications	-	100	0.00%
24	-	-	-	-	07-5110-562000	Fuel	-	-	0.00%
447,105	485,507	516,274	516,274	-	07-5110-590000	Internal Chrg-Admin Support Services	-	548,311	6.21%
2,375	-	-	-	-	07-5110-590002	Internal Chrg-Computers	-	-	0.00%
56,455	55,914	56,359	56,359	-	07-5110-590004	Internal Chrg-Facilities (COP)	-	55,578	-1.39%
186,950	204,556	215,000	228,041	-	07-5110-590015	Internal Chrg-Franchise Fee	-	216,412	0.66%
721,109	761,374	845,733	824,699	-		Total Materials and Services	-	831,251	-1.71%
766,987	791,948	898,580	877,546	0.39	5110	TOTAL WATER ADMINISTRATION	0.25	865,790	-3.65%

2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
5113 CAP PROJ ENGINEERING									
-	-	-	9,855	-	07-5113-410000	Administrative Salaries	0.25	19,404	100.00%
226,378	292,446	233,483	200,000	3.22	07-5113-432000	Engineer Salaries	1.25	79,920	-65.77%
20,858	14,494	10,911	5,671	0.25	07-5113-420000	Clerical Salaries	-	-	-100.00%
-	8	-	-	-	07-5113-435000	Overtime	-	-	0.00%
630	1,351	1,418	1,418	-	07-5113-438000	Longevity	-	540	-61.92%
-	-	-	-	-	07-5113-440000	Misc Fringe Benefits	-	640	100.00%
18,510	23,075	18,805	18,805	-	07-5113-441000	FICA/Medicare	-	7,688	-59.12%
1,827	4,668	4,303	4,303	-	07-5113-442000	Workers Compensation	-	1,859	-56.80%
545	920	739	739	-	07-5113-443000	Unemployment	-	703	-4.87%
8,652	8,880	7,866	7,866	-	07-5113-444000	Retirement-PERS	-	6,509	-17.25%
27,571	38,805	30,183	30,183	-	07-5113-444001	Retirement-Principal	-	12,442	-58.78%
2,448	2,402	1,262	1,262	-	07-5113-444002	Retirement-Pension Bond	-	1,336	5.86%
55,311	58,258	41,322	41,322	-	07-5113-445000	Health/Life/LTD	-	25,787	-37.59%
362,730	445,306	350,292	321,424	3.47		Total Personnel Services	1.50	156,828	-55.23%
465	97	1,000	250	-	07-5113-510000	Office Supplies	-	500	-50.00%
56	23	300	50	-	07-5113-515000	Printing & Advertising	-	100	-66.67%
990	28	5,500	3,000	-	07-5113-520000	Dues & Meetings	-	3,300	-40.00%
1,731	288	1,000	150	-	07-5113-523000	Supplies	-	800	-20.00%
6,269	4,967	13,500	3,500	-	07-5113-525000	Travel & Training	-	4,500	-66.67%
-	-	100	-	-	07-5113-526000	Employee Testing	-	100	0.00%
2,999	759	500	351	-	07-5113-532000	Bank Fees	-	500	0.00%
8,937	7,717	25,000	12,000	-	07-5113-533000	Contractual Services	-	10,000	-60.00%
3,498	9,780	10,200	10,000	-	07-5113-533045	Maintenance Agreements	-	8,200	-19.61%
456	212	2,500	10	-	07-5113-551000	Books & Publications	-	250	-90.00%
1,154	1,737	1,000	1,000	-	07-5113-562000	Fuel	-	500	-50.00%
573	336	300	200	-	07-5113-563000	Vehicle Maintenance	-	100	-66.67%
-	-	150	-	-	07-5113-566000	Equip Repair & Maintenance	-	-	-100.00%
342	-	150	-	-	07-5113-576000	Recording Fees	-	150	0.00%
5,900	5,900	-	-	-	07-5113-590001	Internal Chrg-Veh/Equip	-	-	0.00%
2,375	-	-	-	-	07-5113-590002	Internal Chrg-Computers	-	-	0.00%
35,745	31,843	61,200	30,511	-		Total Materials and Services	-	29,000	-52.61%
2,406	1,787	920	920	-	07-5113-610000	Capital Outlay	-	1,275	38.59%
2,406	1,787	920	920	-		Total Capital Outlay	-	1,275	38.59%
400,881	478,936	412,412	352,855	3.47	5113	TOTAL CAP PROJ ENGINEERING	1.50	187,103	-54.63%

2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
5141 WATER PLANT OP									
37,255	37,238	37,836	37,836	0.50	07-5141-410000	Administrative Salaries	0.50	37,728	-0.29%
13,734	16,119	16,380	16,380	0.38	07-5141-420000	Clerical Salaries	0.38	16,116	-1.61%
307,135	300,269	305,040	305,040	6.00	07-5141-431000	Salaries & Wages	4.50	256,212	-16.01%
13,398	6,763	12,000	12,000	-	07-5141-433000	Summer Help	-	12,000	0.00%
405	-	-	-	-	07-5141-435000	Overtime	-	-	0.00%
2,693	2,378	1,922	1,922	-	07-5141-436000	Beeper Pay	-	1,945	1.20%
650	600	600	600	-	07-5141-436100	Uniform Allowance	-	500	-16.67%
2,070	2,160	2,340	2,340	-	07-5141-438000	Longevity	-	2,760	17.95%
-	-	-	-	-	07-5141-440000	Misc Fringe Benefits	-	2,560	100.00%
28,128	27,265	28,772	28,772	-	07-5141-441000	FICA/Medicare	-	25,232	-12.30%
7,248	13,397	14,318	14,318	-	07-5141-442000	Workers Compensation	-	12,386	-13.49%
526	1,097	1,130	1,130	-	07-5141-443000	Unemployment	-	2,309	104.34%
58,166	59,057	64,883	64,883	-	07-5141-444001	Retirement-Principal	-	62,627	-3.48%
89,438	80,709	85,288	85,288	-	07-5141-445000	Health/Life/LTD	-	87,936	3.10%
560,847	547,051	570,509	570,509	6.88		Total Personnel Services	5.38	520,311	-8.80%
200	482	1,000	1,000	-	07-5141-510000	Office Supplies	-	900	-10.00%
1,680	1,600	4,200	4,200	-	07-5141-511000	Postage	-	4,000	-4.76%
879	600	1,200	900	-	07-5141-512000	Uniforms	-	1,000	-16.67%
6,223	4,141	10,000	10,000	-	07-5141-515000	Printing & Advertising	-	10,400	4.00%
936	1,196	3,500	3,000	-	07-5141-520000	Dues & Meetings	-	3,305	-5.59%
-	98	-	-	-	07-5141-520003	Recruitment Expense	-	-	0.00%
7,824	7,376	10,000	8,500	-	07-5141-523000	Supplies & Small Tools	-	10,400	4.00%
2,864	2,844	8,250	4,250	-	07-5141-525000	Travel & Training	-	8,515	3.21%
356	202	500	250	-	07-5141-526000	Employee Testing	-	520	4.00%
25,189	33,699	35,000	35,000	-	07-5141-533000	Contractual Services	-	30,000	-14.29%
1,258	2,467	2,500	5,000	-	07-5141-533045	Maintenance Agreements	-	2,600	4.00%
35,460	20,277	-	-	-	07-5141-533055	Wellfield Grant	-	-	0.00%
60,182	52,390	100,000	90,000	-	07-5141-537000	Operating Supplies	-	75,000	-25.00%
198,890	202,220	275,000	225,000	-	07-5141-540000	Utilities	-	245,000	-10.91%
2,293	2,032	2,000	3,500	-	07-5141-545000	Lab Supplies	-	2,080	4.00%
3,215	708	4,000	4,000	-	07-5141-546000	Permits & Fees	-	4,160	4.00%
13,718	8,871	25,000	17,500	-	07-5141-547000	Analytical Lab Testing	-	18,200	-27.20%
308	516	400	400	-	07-5141-551000	Books & Publications	-	466	16.50%
1,453	1,482	1,545	1,545	-	07-5141-560000	Property Taxes	-	1,607	4.01%
3,205	2,515	5,000	3,000	-	07-5141-562000	Fuel	-	4,000	-20.00%
258	288	4,500	2,500	-	07-5141-563000	Vehicle Maintenance	-	2,500	-44.44%
53,897	49,151	85,000	75,000	-	07-5141-566000	Equip Repair & Maintenance	-	70,000	-17.65%
10,818	17,146	15,000	20,000	-	07-5141-568000	Springs Riparian System Maintenance	-	15,600	4.00%
18,010	11,107	35,000	27,500	-	07-5141-569000	Well Maintenance	-	31,200	-10.86%
5,347	421	4,000	4,000	-	07-5141-571000	Building & Grounds Maintenance	-	3,500	-12.50%
454,463	423,828	632,595	546,045	-		Total Materials and Services	-	544,953	-13.85%
-	-	75,000	45,000	-	07-5141-610000	Capital Outlay	-	75,000	0.00%
-	-	-	-	-	07-5141-610400	Capital Outlay-Ops Vehicle Replac	-	25,000	100.00%
-	-	75,000	45,000	-		Total Capital Outlay	-	100,000	33.33%
1,015,310	970,879	1,278,104	1,161,554	6.88	5141	TOTAL WATER PLANT OP	5.38	1,165,264	-8.83%

2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
5142 WATER DISTRIB SYSTEM									
19,129	29,707	29,508	29,508	0.39	07-5142-410000	Administrative Salaries	0.25	18,864	-36.07%
13,296	13,586	14,124	14,124	0.34	07-5142-420000	Clerical Salaries	0.25	10,356	-26.68%
272,981	262,653	307,608	275,000	6.25	07-5142-431000	Salaries & Wages	5.00	253,704	-17.52%
13,932	10,486	17,640	17,640	-	07-5142-433000	Summer Help	-	17,640	0.00%
414	109	-	-	-	07-5142-435000	Overtime	-	-	0.00%
1,946	1,804	2,184	2,184	-	07-5142-436000	Beeper Pay	-	2,161	-1.05%
650	564	-	-	-	07-5142-436100	Uniform Allowance	-	-	0.00%
2,150	2,328	2,428	2,428	-	07-5142-438000	Longevity	-	2,580	6.26%
-	-	-	-	-	07-5142-440000	Misc Fringe Benefits	-	640	100.00%
24,061	23,823	28,571	28,571	-	07-5142-441000	FICA/Medicare	-	23,403	-18.09%
6,929	12,186	14,423	14,423	-	07-5142-442000	Workers Compensation	-	13,290	-7.86%
423	962	1,121	1,121	-	07-5142-443000	Unemployment	-	2,138	90.72%
50,700	53,014	65,851	65,851	-	07-5142-444001	Retirement-Principal	-	58,810	-10.69%
84,113	69,116	90,317	80,000	-	07-5142-445000	Health/Life/LTD	-	87,751	-2.84%
490,724	480,338	573,775	530,850	6.98		Total Personnel Services	5.50	491,337	-14.37%
1,035	1,378	1,750	2,500	-	07-5142-512000	Uniforms	-	1,750	0.00%
2,178	1,674	2,750	3,000	-	07-5142-520000	Dues & Meetings	-	2,750	0.00%
8,598	5,357	8,500	9,000	-	07-5142-523000	Supplies & Small Tools	-	8,500	0.00%
54,505	101,128	100,000	160,000	-	07-5142-523009	Water Meters	-	20,000	-80.00%
22,061	25,018	25,000	24,900	-	07-5142-523011	Water Meter Installations	-	20,000	-20.00%
3,671	1,499	7,000	7,000	-	07-5142-525000	Travel & Training	-	7,000	0.00%
1,372	751	850	800	-	07-5142-526000	Employee Testing	-	884	4.00%
25,073	22,219	48,500	30,000	-	07-5142-533000	Contractual Services	-	29,431	-39.32%
1,664	1,425	2,000	2,000	-	07-5142-533045	Maintenance Agreements	-	2,080	4.00%
18,836	3,774	50,000	20,000	-	07-5142-538507	Water Appurtenances Replacements	-	-	-100.00%
55,855	32,243	60,000	50,000	-	07-5142-538519	Water Line Replacement	-	50,000	-16.67%
217	15,524	40,000	35,000	-	07-5142-538585	Water Master Plan-Water Line Looping	-	-	-100.00%
4,479	5,033	5,000	4,500	-	07-5142-540000	Utilities	-	5,400	8.00%
7,848	8,804	9,000	12,000	-	07-5142-562000	Fuel	-	9,900	10.00%
2,581	9,173	6,000	8,000	-	07-5142-563000	Vehicle Maintenance	-	6,000	0.00%
7,315	1,882	5,000	6,000	-	07-5142-566000	Equip Repair & Maintenance	-	5,000	0.00%
25,197	7,071	35,000	30,000	-	07-5142-567000	Pipe & Materials	-	36,400	4.00%
-	(63)	10,000	8,000	-	07-5142-568000	Springs Riparian System Maintenance	-	10,400	4.00%
-	-	5,000	5,000	-	07-5142-569000	Wellfield Maintenance	-	5,200	4.00%
30,000	33,525	33,525	33,525	-	07-5142-590001	Internal Chrg-Veh/Equip	-	33,525	0.00%
2,940	-	-	-	-	07-5142-590002	Internal Chrg-Computers	-	-	0.00%
275,427	277,414	454,875	451,225	-		Total Materials and Services	-	254,220	-44.11%
766,151	757,752	1,028,650	982,075	6.98	5142	TOTAL WATER DISTRIB SYSTEM	5.50	745,557	-27.52%
2,949,328	2,999,516	3,617,746	3,374,030	17.72		TOTAL PUBLIC WORKS (WATER)	12.63	2,963,714	-18.08%

2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
						NONDEPARTMENTAL 91XX			
					9150	DEBT SERVICE - PRINCIPAL			
-	-	211,301	211,301	-	07-9150-602001	Loan: Water Reservoir	-	222,608	5.35%
-	-	30,824	30,824	-	07-9150-607000	Loan: Parallel River Line	-	32,537	5.56%
-	-	242,125	242,125	-	9150	TOTAL PRINCIPAL	-	255,145	5.38%
						9160			
						DEBT SERVICE - INTEREST			
-	-	139,221	139,221	-	07-9160-602001	Loan: Water Reservoir	-	131,614	-5.46%
-	-	28,623	28,623	-	07-9160-607000	Loan: Parallel River Line	-	27,390	-4.31%
-	-	167,844	167,844	-	9160	TOTAL INTEREST	-	159,004	-5.27%
-	-	409,969	409,969	-	9150/9160	TOTAL DEBT SERVICE	-	414,149	1.02%
						9170			
						TRANSFERS			
-	2,500	-	-	-	07-9170-901000	Transfer Out-General Fund	-	-	0.00%
528,628	72,085	1,062,000	228,590	-	07-9170-904000	Transfer Out-Capital Projects	-	1,000,000	-5.84%
411,844	411,939	-	-	-	07-9170-915000	Transfer Out-Proprietary Debt Service	-	-	0.00%
1,000,000	49,700	43,000	43,000	-	07-9170-927000	Transfer Out-Water Repl Reserve	-	43,282	0.66%
-	-	-	-	-	07-9170-947000	Transfer Out-Water SDC	-	437,541	100.00%
1,940,472	536,224	1,105,000	271,590	-	9170	TOTAL TRANSFERS	-	1,480,823	34.01%
						9180			
						RESERVES			
-	-	2,205,173	-	-	07-9180-800000	Contingency	-	3,127,887	41.84%
-	-	49,964	-	-	07-9180-810000	Contingency-Ops Veh Replace	-	63,364	26.82%
-	-	2,255,137	-	-	9180	TOTAL RESERVES	-	3,191,251	41.51%
1,940,472	536,224	3,770,106	681,559	-		TOTAL NONDEPARTMENTAL	-	5,086,223	34.91%
4,889,800	3,535,740	7,387,852	4,055,589	17.72	FUND 07	TOTAL WATER FUND	12.63	8,049,936	8.96%
2,232,969	2,999,352	-	3,634,884			ENDING FUND BALANCE	-		

2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
FUND 08 BUILDING INSPECTION FUND									
REVENUES									
551,193	300,467	24,843	24,839	-	08-0000-300000	Beg F/B-Net Working Capital	-	-	-100.00%
154,347	119,371	210,000	163,000	-	08-0000-322001	Building Permits	-	192,000	-8.57%
76,719	70,134	78,000	70,000	-	08-0000-322002	Plumbing / Mechanical Permits	-	73,000	-6.41%
887	-	1,000	1,000	-	08-0000-322005	Mobile Home Permits	-	1,000	0.00%
231	688	750	1,400	-	08-0000-322007	Electrical Permits	-	1,600	113.33%
92,943	32,893	40,000	22,000	-	08-0000-336001	Contract Building Inspection	-	30,000	-25.00%
161	146	-	500	-	08-0000-360000	Miscellaneous Revenues	-	150	100.00%
2,631	587	500	15	-	08-0000-361000	Interest Earned	-	15	-97.00%
879,112	524,285	355,093	282,754	-		TOTAL REVENUES	-	297,765	-16.14%
4210 BUILDING INSPECTION									
87,512	85,579	75,672	75,672	1.00	08-4210-410000	Administrative Salaries	1.00	75,456	-0.29%
60,042	53,589	47,384	45,092	0.80	08-4210-420000	Clerical Salaries	0.80	45,420	-4.14%
80,597	59,909	16,640	16,640	-	08-4210-431000	Building Inspector Salary	-	16,640	0.00%
62,710	55,091	32,256	37,120	0.50	08-4210-432000	Plans Examiner Salary	-	33,280	3.17%
576	544	480	480	-	08-4210-438000	Longevity	-	480	0.00%
-	-	-	-	-	08-4210-440000	Misc Fringe Benefits	-	640	100.00%
21,821	19,142	13,192	13,564	-	08-4210-441000	FICA/Medicare	-	13,152	-0.30%
1,769	3,468	2,375	2,529	-	08-4210-442000	Workers Compensation	-	2,382	0.29%
293	773	518	537	-	08-4210-443000	Unemployment	-	1,198	131.27%
2,351	1,575	-	-	-	08-4210-444000	Retirement-PERS	-	-	0.00%
44,075	38,515	18,161	17,129	-	08-4210-444001	Retirement-Principal	-	19,785	8.94%
571	449	-	-	-	08-4210-444002	Retirement-Pension Bond	-	-	0.00%
51,364	40,681	17,143	17,115	-	08-4210-445000	Health/Life/LTD	-	19,253	12.31%
413,682	359,315	223,821	225,877	2.30		Total Personnel Services	1.80	227,686	1.73%
2,326	1,339	2,200	1,700	-	08-4210-510000	Office Supplies	-	1,900	-13.64%
-	0	50	-	-	08-4210-511000	Postage	-	50	0.00%
-	-	50	400	-	08-4210-515000	Printing & Advertising	-	50	0.00%
1,418	607	650	600	-	08-4210-520000	Dues & Meetings	-	600	-7.69%
-	30	-	-	-	08-4210-523000	Supplies	-	-	0.00%
1,561	3,188	3,150	3,150	-	08-4210-525000	Travel & Training	-	2,600	-17.46%
-	-	250	-	-	08-4210-526000	Employee Testing	-	200	-20.00%
3,077	2,435	360	2,361	-	08-4210-532000	Bank Fees	-	2,361	555.83%
18,056	18,298	3,700	3,212	-	08-4210-533045	Maintenance Agreements	-	1,800	-51.35%
789	248	800	800	-	08-4210-551000	Books & Publications	-	200	-75.00%
2,112	1,505	2,500	1,715	-	08-4210-562000	Fuel	-	2,000	-20.00%
110	82	600	600	-	08-4210-563000	Vehicle Maintenance	-	600	0.00%
480	450	1,000	-	-	08-4210-580000	Professional Services	-	500	-50.00%
135,035	111,948	65,332	42,340	-	08-4210-590000	Internal Chrg-Admin Support Services	-	52,934	-18.98%
164,964	140,131	80,642	56,878	-		Total Materials and Services	-	65,795	-18.41%
578,646	499,446	304,463	282,755	2.30	4210	TOTAL BUILDING INSPECTION	1.80	293,481	-3.61%
9180 RESERVES									
-	-	50,630	-	-	08-9180-800000	Contingency	-	4,284	-91.54%
-	-	50,630	-	-	9180	TOTAL RESERVES	-	4,284	-91.54%
578,646	499,446	355,093	282,755	2.30	FUND 08	TOTAL BUILDING INSPECT FUND	1.80	297,765	-16.14%
300,467	24,839	-	(0)			ENDING FUND BALANCE		-	

2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
FUND 09 DEBT SERVICE FUND									
REVENUES									
146,821	150,224	169,241	181,617	-	09-0000-300000	Beg F/B-Net Working Capital	-	182,693	7.95%
390,279	418,814	382,500	395,424	-	09-0000-310000	Current Year Taxes	-	386,750	1.11%
17,569	23,178	13,000	16,000	-	09-0000-311000	Prior Year Taxes	-	14,000	7.69%
1,368	1,062	500	1,000	-	09-0000-361000	Interest Earned	-	1,000	100.00%
10	6	-	-	-	09-0000-361004	Interest-Other Investments	-	-	0.00%
112,910	119,546	120,498	120,498	-	09-0000-370500	Internal Rev-Facilities	-	118,936	-1.30%
182,172	186,190	195,875	194,891	-	09-0000-372000	Pension Bond Charge	-	212,571	8.52%
31,172	7,719	7,780	7,780	-	09-0000-390002	Transfer In-Street Fund	-	22,908	194.45%
109,537	123,923	124,910	124,910	-	09-0000-390010	Transfer In-City Hall	-	107,838	-13.67%
1,891	1,872	1,887	1,887	-	09-0000-390014	Transfer In-EDRLF	-	1,861	-1.38%
993,729	1,032,534	1,016,191	1,044,007	-		TOTAL REVENUES	-	1,048,557	3.19%
DEBT SERVICE 91XX									
9150 PRINCIPAL									
20,000	25,000	35,000	35,000	-	09-9150-604000	2004 Pension Bonds	-	45,000	28.57%
160,000	170,000	180,000	180,000	-	09-9150-697001	1997 City Facilities Bond	-	190,000	5.56%
120,000	130,000	135,000	135,000	-	09-9150-698001	1998 Fire Facilities Bond	-	140,000	3.70%
145,000	150,000	160,000	160,000	-	09-9150-699001	1999 City Hall Bonds	-	165,000	3.13%
445,000	475,000	510,000	510,000	-	9150	TOTAL PRINCIPAL	-	540,000	5.88%
9160 INTEREST									
162,172	161,190	159,891	159,891	-	09-9160-604000	2004 Pension Bond Interest	-	158,053	-1.15%
67,445	59,110	50,095	50,095	-	09-9160-697001	1997 City Facilities Bond Interest	-	40,428	-19.30%
58,378	52,558	46,253	46,253	-	09-9160-698001	1998 Fire Facilities Bond Interest	-	39,570	-14.45%
110,510	103,060	95,075	95,075	-	09-9160-699001	1999 City Hall Bond Interest	-	86,543	-8.97%
398,504	375,917	351,314	351,314	-	9160	TOTAL INTEREST	-	324,594	-7.61%
843,504	850,917	861,314	861,314	-		TOTAL DEBT SERVICE	-	864,594	0.38%
9180 RESERVES									
-	-	154,877	-	-	09-9180-880000	Unappropriated Fund Balance	-	183,963	18.78%
-	-	154,877	-	-	9180	TOTAL RESERVES	-	183,963	18.78%
843,504	850,917	1,016,191	861,314	-	FUND 09	TOTAL DEBT SERVICE FUND	-	1,048,557	3.19%
150,224	181,617	-	182,693			ENDING FUND BALANCE		-	
FUND 10 CITY HALL FUND									
REVENUES									
817,265	750,462	669,539	661,404	-	10-0000-300000	Beg F/B-Net Working Capital	-	589,694	-11.93%
38,149	31,950	80,000	51,000	-	10-0000-322010	City Hall Fee	-	71,000	-11.25%
4,584	2,916	3,000	2,200	-	10-0000-361000	Interest Earned	-	1,700	-43.33%
-	-	-	-	-	10-0000-361004	Interest-Other Investments	-	-	0.00%
859,998	785,327	752,539	714,604	-		TOTAL REVENUES	-	662,394	-11.98%
9170 TRANSFERS									
109,537	123,923	124,910	124,910	-	10-9170-909000	Transfer Out-Debt Service	-	107,838	-13.67%
109,537	123,923	124,910	124,910	-	9170	TOTAL TRANSFERS	-	107,838	-13.67%
9180 RESERVES									
-	-	627,629	-	-	10-9180-880000	Unappropriated Fund Bal	-	554,556	-11.64%
-	-	627,629	-	-	9180	TOTAL RESERVES	-	554,556	-11.64%
109,537	123,923	752,539	124,910	-	FUND 10	TOTAL CITY HALL FUND	-	662,394	-11.98%
750,462	661,404	-	589,694			ENDING FUND BALANCE		-	

2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
FUND 13									
REVENUES									
169,851	156,081	108,495	132,334	-	13-0000-300000	Beg F/B-Net Working Capital	-	69,809	-35.66%
160,064	158,001	140,000	146,000	-	13-0000-310000	911 Excise Taxes	-	133,000	-5.00%
-	2,000	-	-	-	13-0000-360000	Miscellaneous Revenues	-	-	-
848	452	500	350	-	13-0000-361000	Interest Earned	-	250	-50.00%
330,763	316,533	248,995	278,684	-		TOTAL REVENUES	-	203,059	-18.45%
2310 COMMUNICATIONS									
84,165	88,154	91,632	110,203	2.00	13-2310-420000	Dispatch Salaries	2.00	99,120	8.17%
12,371	8,019	12,000	14,000	-	13-2310-435000	Overtime	-	12,000	0.00%
3,121	3,392	5,000	3,500	-	13-2310-435001	Holiday Bank	-	5,000	0.00%
-	-	480	480	-	13-2310-438000	Longevity	-	480	0.00%
7,409	7,400	8,348	10,000	-	13-2310-441000	FICA/Medicare	-	8,921	6.86%
228	314	395	395	-	13-2310-442000	Workers Compensation	-	413	4.56%
100	298	327	327	-	13-2310-443000	Unemployment	-	816	149.54%
11,762	11,624	19,250	21,000	-	13-2310-444000	Retirement-PERS	-	20,349	5.71%
3,327	3,165	3,640	3,640	-	13-2310-444002	Retirement-Pension Bond	-	4,065	11.68%
23,723	24,764	27,697	33,000	-	13-2310-445000	Health/Life/LTD	-	35,165	26.96%
146,206	147,129	168,769	196,545	2.00		Total Personnel Services	2.00	186,329	10.40%
-	283	500	500	-	13-2310-523000	Supplies	-	500	0.00%
174	958	1,000	1,594	-	13-2310-525000	Travel & Training	-	1,594	59.40%
2,514	-	-	-	-	13-2310-580000	Professional Services	-	500	100.00%
9,381	10,014	10,236	10,236	-	13-2310-590000	Internal Chrg-Admin Support Services	-	8,909	-12.96%
12,069	11,255	11,736	12,330	-		Total Materials and Services	-	11,503	-1.99%
16,407	25,815	-	-	-	13-2310-610000	Capital Outlay	-	-	0.00%
16,407	25,815	-	-	-		Total Capital Outlay	-	-	0.00%
174,682	184,199	180,505	208,875	2.00	2310	TOTAL COMMUNICATIONS	2.00	197,832	9.60%
9180 RESERVES									
-	-	68,490	-	-	13-9180-800000	Contingency	-	5,227	-92.37%
-	-	68,490	-	-	9180	TOTAL RESERVES	-	5,227	-92.37%
174,682	184,199	248,995	208,875	2.00	FUND 13	TOTAL 911 TAX FUND	2.00	203,059	-18.45%
156,081	132,334	-	69,809			ENDING FUND BALANCE		-	

2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
FUND 14 ECONOMIC DEVELOPMENT FUND									
REVENUES									
846,059	767,135	531,838	726,604	-	14-0000-300000	Beg F/B-Net Working Capital	-	388,039	-27.04%
38,016	36,928	65,000	40,000	-	14-0000-321004	Business License Fee	-	40,000	-38.46%
20,017	-	-	-	-	14-0000-360000	Miscellaneous Revenues	-	-	0.00%
3,845	3,084	3,000	2,700	-	14-0000-361000	Interest Earned	-	1,500	-50.00%
4,012	2,029	-	-	-	14-0000-361001	Interest Earned-Receivables	-	-	0.00%
3,245	-	-	-	-	14-0000-361004	Interest-Other Investments	-	-	0.00%
38,713	52,380	-	-	-	14-0000-370000	Proceeds From Notes Receivable	-	-	0.00%
953,907	861,554	599,838	769,304	-	TOTAL REVENUES		-	429,539	-28.39%
4120 ECONOMIC DEVELOPMENT									
40,423	40,693	40,728	40,728	0.60	14-4120-410000	Administrative Salaries	0.20	9,684	-76.22%
288	288	288	288	-	14-4120-438000	Longevity	-	48	-83.33%
3,015	3,045	3,138	3,138	-	14-4120-441000	FICA/Medicare	-	745	-76.26%
76	116	138	138	-	14-4120-442000	Workers Compensation	-	92	-33.33%
40	123	123	123	-	14-4120-443000	Unemployment	-	68	-44.72%
3,973	3,955	6,561	6,561	-	14-4120-444000	Retirement-PERS	-	956	-85.43%
1,360	1,305	1,365	1,365	-	14-4120-444002	Retirement-Pension Bond	-	225	-83.52%
11,091	9,897	10,255	10,255	-	14-4120-445000	Health/Life/LTD	-	1,918	-81.30%
60,266	59,422	62,596	62,596	0.60	Total Personnel Services		0.20	13,736	-78.06%
753	210	859	859	-	14-4120-510000	Office Supplies	-	100	-88.36%
-	-	100	100	-	14-4120-511000	Postage	-	100	0.00%
764	113	1,550	1,200	-	14-4120-515000	Printing & Advertising	-	100	-93.55%
5,116	5,449	2,800	2,800	-	14-4120-520000	Dues & Meetings	-	3,500	25.00%
480	481	1,260	1,260	-	14-4120-525000	Travel & Training	-	50	-96.03%
21	261	100	50	-	14-4120-532000	Bank Fees	-	600	500.00%
1,487	4,029	1,500	-	-	14-4120-533045	Maintenance Agreements	-	2,000	33.33%
-	48	130	130	-	14-4120-551000	Books & Publications	-	-	-100.00%
135	-	150	150	-	14-4120-562000	Fuel	-	-	-100.00%
60	60	75	75	-	14-4120-575000	Bond Registration Costs	-	60	-20.00%
-	-	50	50	-	14-4120-576000	Recording Fees	-	-	-100.00%
1,800	4,800	4,800	3,800	-	14-4120-580000	Professional Services	-	2,000	-58.33%
59,292	46,205	36,091	36,091	-	14-4120-590000	Internal Chrg-Admin Support Services	-	-	-100.00%
12,000	12,000	-	-	-	14-4120-592000	Community Support	-	-	0.00%
81,907	73,657	49,465	46,565	-	Total Materials and Services		-	8,510	-82.80%
-	-	415,673	200,000	-	14-4120-601000	EDRLF Loans	-	200,000	-51.89%
-	-	70,217	70,217	-	14-4120-602000	Housing Authority Loans	-	70,217	0.00%
42,709	-	-	-	-	14-4120-610000	Capital Outlay	-	-	0.00%
42,709	-	485,890	270,217	-	Total Capital Outlay		-	270,217	-44.39%
184,881	133,078	597,951	379,378	0.60	4120 TOTAL ECONOMIC DEVELOPMENT		0.20	292,463	-51.09%
9170 TRANSFERS									
1,891	1,872	1,887	1,887	-	14-9170-909000	Transfer Out-Debt Service	-	1,861	-1.38%
1,891	1,872	1,887	1,887	-	9170 TOTAL TRANSFERS		-	1,861	-1.38%
9180 RESERVES									
-	-	-	-	-	14-9180-800000	Contingency	-	135,215	100.00%
-	-	-	-	-	9180 TOTAL RESERVES		-	135,215	100.00%
186,772	134,950	599,838	381,265	0.60	FUND 14 TOTAL ECON DEVELOPMENT FUND		0.20	429,539	-28.39%
767,135	726,604	-	388,039			ENDING FUND BALANCE		-	

2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
FUND 15 PROPRIETARY DEBT SERVICE FUND									
REVENUES									
677,172	745,567	-	-	-	15-0000-390006	Transfer In-Wastewater Fund	-	-	0.00%
411,844	411,939	-	-	-	15-0000-390007	Transfer In-Water Fund	-	-	0.00%
230,877	283,630	-	-	-	15-0000-390046	Transfer In-Wastewater SDC	-	-	0.00%
804,418	847,786	-	-	-	15-0000-390047	Transfer In-Water SDC	-	-	0.00%
2,124,311	2,288,921	-	-	-		TOTAL REVENUES	-	-	0.00%
DEBT SERVICE 91XX									
9150 PRINCIPAL									
198,953	205,073	-	-	-	15-9150-602001	OECD: Water Reservoir	-	-	0.00%
169,373	175,255	-	-	-	15-9150-603001	OECD: Composter / Headworks	-	-	0.00%
241,405	253,061	-	-	-	15-9150-606000	OECD: WTP Expansion/Well #8	-	-	0.00%
96,409	102,066	-	-	-	15-9150-607000	OECD: Parallel River Line	-	-	0.00%
254,941	290,969	-	-	-	15-9150-608000	OECD: Effluent Reuse	-	-	0.00%
193,000	193,000	-	-	-	15-9150-609000	US Bank: WW Expansion Property	-	-	0.00%
53,853	54,256	-	-	-	15-9150-698002	OECD: Fernwood Rd Improvements	-	-	0.00%
1,207,934	1,273,680	-	-	-	9150	TOTAL PRINCIPAL	-	-	0.00%
9160 INTEREST									
152,964	146,399	-	-	-	15-9160-602001	OECD: Water Reservoir	-	-	0.00%
77,387	72,306	-	-	-	15-9160-603001	OECD: Composter / Headworks	-	-	0.00%
260,359	250,703	-	-	-	15-9160-606000	OECD: WTP Expansion/Well #8	-	-	0.00%
103,348	99,491	-	-	-	15-9160-607000	OECD: Parallel River Line	-	-	0.00%
235,330	348,293	-	-	-	15-9160-608000	OECD: Effluent Reuse	-	-	0.00%
59,444	72,954	-	-	-	15-9160-609000	US Bank: WW Expansion Property	-	-	0.00%
27,546	25,096	-	-	-	15-9160-698002	OECD: Fernwood Rd Improvements	-	-	0.00%
916,377	1,015,241	-	-	-	9160	INTEREST	-	-	0.00%
2,124,311	2,288,921	-	-	-		TOTAL DEBT SERVICE	-	-	0.00%
2,124,311	2,288,921	-	-	-	FUND 15	TOTAL PROP DEBT SERVICE FUND	-	-	0.00%
ENDING FUND BALANCE									

2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
FUND 16 PUBLIC SAFETY FUND									
REVENUES									
-	195,522	232,824	232,824	-	16-0000-300000	Beg F/B-Net Working Capital	-	221,894	-4.69%
257,718	280,530	281,400	281,324	-	16-0000-347000	Public Safety Fee	-	281,400	0.00%
488	910	1,000	800	-	16-0000-361000	Interest Earned	-	1,000	0.00%
-	-	-	-	-	16-0000-393010	Lease Proceeds	-	37,000	100.00%
258,205	476,961	515,224	514,948	-		TOTAL REVENUES	-	541,294	5.06%
2120 PATROL									
36,132	123,316	162,300	162,300	3.00	16-2120-431000	Officer Salaries	3.00	167,070	2.94%
1,336	8,059	5,500	7,000	-	16-2120-435000	Overtime	-	5,500	0.00%
247	3,838	6,000	6,000	-	16-2120-435001	Holiday Bank	-	6,000	0.00%
2,795	9,986	13,297	13,297	-	16-2120-441000	FICA/Medicare	-	13,661	2.74%
896	4,594	6,647	6,647	-	16-2120-442000	Workers Compensation	-	6,825	2.68%
35	405	521	521	-	16-2120-443000	Unemployment	-	1,250	139.92%
-	11,373	28,578	28,578	-	16-2120-444000	Retirement-PERS	-	31,894	11.60%
-	2,829	5,822	5,822	-	16-2120-444002	Retirement-Pension Bond	-	6,251	7.37%
13,727	48,925	58,339	58,339	-	16-2120-445000	Health/Life/LTD	-	53,540	-8.23%
55,168	213,325	287,004	288,504	3.00		Total Personnel Services	3.00	291,991	1.74%
6,211	734	1,500	500	-	16-2120-512000	Uniforms	-	1,500	0.00%
-	87	150	-	-	16-2120-523000	Supplies	-	150	0.00%
-	-	1,500	1,500	-	16-2120-525000	Travel & Training	-	1,500	0.00%
-	-	2,550	2,550	-	16-2120-562000	Fuel	-	2,550	0.00%
1,305	420	-	-	-	16-2120-580000	Professional Services	-	-	0.00%
7,516	1,240	5,700	4,550	-		Total Materials and Services	-	5,700	0.00%
-	29,572	-	-	-	16-2120-610000	Capital Outlay	-	13,426	100.00%
-	-	-	-	-	16-2120-610500	Capital Outlay-Lease-GAAP	-	37,000	
-	29,572	-	-	-		Total Capital Outlay	-	50,426	100.00%
62,684	244,137	292,704	293,054	3.00	2120	TOTAL PATROL	3.00	348,117	18.93%
9180 RESERVES									
-	-	222,520	-	-	16-9180-800000	Contingency	-	193,177	-13.19%
-	-	222,520	-	-	9180	TOTAL RESERVES	-	193,177	-13.19%
62,684	244,137	515,224	293,054	3.00	FUND 16	TOTAL PUBLIC SAFETY FUND	3.00	541,294	5.06%
195,522	232,824	-	221,894			ENDING FUND BALANCE		-	

2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
FUND 17 STORMWATER FUND									
REVENUES									
767,168	731,120	744,580	744,580	-	17-0000-300000	Beg F/B-Net Working Capital	-	764,342	2.65%
4,128	5,500	-	32	-	17-0000-338002	Reimb Costs-Capital Project	-	-	0.00%
1,086	8,473	1,500	775	-	17-0000-342004	Dev Review and Inspection Fee	-	1,500	0.00%
565,713	659,579	665,000	700,000	-	17-0000-348000	User Fees	-	828,665	24.61%
4,369	-	-	-	-	17-0000-360000	Miscellaneous Revenues	-	-	0.00%
4,298	2,958	3,000	2,700	-	17-0000-361000	Interest Earned	-	2,214	-26.20%
1,346,762	1,407,630	1,414,080	1,448,087	-		TOTAL REVENUES	-	1,596,721	12.92%
PUBLIC WORKS 51XX									
5113 CAP PROJ ENGINEERING									
33,908	942	6,528	15,770	0.07	17-5113-410000	Administrative Salaries	0.50	42,732	554.60%
-	3,500	3,492	1,335	0.08	17-5113-420000	Clerical Salaries	-	-	-100.00%
20,833	48,087	40,705	37,500	0.74	17-5113-432000	Engineering Salaries	1.75	104,532	156.80%
-	2	-	-	-	17-5113-435000	Overtime	-	-	0.00%
20	74	93	93	-	17-5113-438000	Longevity	-	540	480.65%
-	-	-	-	-	17-5113-440000	Misc Fringe Benefits	-	640	100.00%
4,105	3,964	3,887	4,000	-	17-5113-441000	FICA/Medicare	-	11,356	192.15%
361	893	1,027	1,027	-	17-5113-442000	Workers Comp	-	2,883	180.72%
51	168	152	152	-	17-5113-443000	Unemployment	-	1,038	582.89%
4,912	(123)	871	-	-	17-5113-444000	Retirement-PERS	-	9,623	1004.82%
3,427	8,131	6,893	7,800	-	17-5113-444001	Retirement-Principal	-	17,364	151.91%
728	110	219	219	-	17-5113-444002	Retirement-Pension Bond	-	2,152	882.65%
11,799	13,318	11,748	14,700	-	17-5113-445000	Health/Life/LTD	-	40,170	241.93%
80,144	79,066	75,615	82,596	0.89		Total Personnel Services	2.25	233,030	208.18%
846	113	1,000	600	-	17-5113-510000	Office Supplies	-	900	-10.00%
227	23	100	94	-	17-5113-515000	Printing & Advertising	-	100	0.00%
2,402	471	2,000	1,500	-	17-5113-520000	Due & Meetings	-	2,096	4.78%
-	5	-	3	-	17-5113-520003	Recruitment Expense	-	-	0.00%
1,966	1,108	1,000	350	-	17-5113-523000	Supplies	-	300	-70.00%
-	3,287	4,000	3,600	-	17-5113-523010	Quality Public Outreach Program	-	2,000	-50.00%
-	-	6,500	3,000	-	17-5113-523011	Quality Incentive Program	-	2,000	-69.23%
-	-	-	-	-	17-5113-523012	DEQ Fees	-	8,700	100.00%
557	3,020	5,700	1,500	-	17-5113-525000	Travel & Training	-	5,785	1.49%
80	9	100	15	-	17-5113-532000	Bank Fees	-	100	0.00%
17,511	5,933	30,000	12,000	-	17-5113-533000	Contractual Services	-	-	-100.00%
3,228	9,780	10,200	10,000	-	17-5113-533045	Maintenance Agreements	-	8,200	-19.61%
412	232	300	100	-	17-5113-551000	Book & Publications	-	100	-66.67%
233	-	100	-	-	17-5113-562000	Fuel	-	300	200.00%
-	-	150	-	-	17-5113-563000	Vehicle Maintenance	-	100	-33.33%
-	-	150	-	-	17-5113-566000	Equip Repair & Maintenance	-	-	-100.00%
-	56	100	-	-	17-5113-576000	Recording Fees	-	100	0.00%
5,900	5,900	-	-	-	17-5113-590001	Internal Chrg-Veh/Equip	-	-	0.00%
500	-	-	-	-	17-5113-590002	Internal Chrg-Computers	-	-	0.00%
-	7,718	7,780	7,780	-	17-5113-590004	Internal Chrg-Facilities	-	7,780	0.00%
33,862	37,652	69,180	40,542	-		Total Materials and Services	-	38,561	-44.26%
2,406	1,787	920	920	-	17-5113-610000	Capital Outlay	-	1,275	38.59%
2,406	1,787	920	920	-		Total Capital Outlay	-	1,275	38.59%
116,412	118,506	145,715	124,058	0.89	5113	TOTAL CAP PROJ ENGINEERING	2.25	272,866	87.26%

2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
5170 STORMWATER MAINTENANCE									
18,627	4,913	5,292	5,292	0.07	17-5170-410000	Administrative Salaries	0.25	18,864	256.46%
-	3,190	3,324	3,324	0.08	17-5170-420000	Clerical Salaries	0.25	10,356	211.55%
188,137	194,940	167,604	148,000	3.50	17-5170-431000	Maintenance Salaries	3.25	158,796	-5.26%
10,320	7,170	12,000	12,000	-	17-5170-433000	Summer Help	-	12,000	0.00%
131	107	-	-	-	17-5170-435000	Overtime	-	-	0.00%
210	780	1,095	1,095	-	17-5170-436000	Standby Pay	-	1,095	0.00%
433	432	-	-	-	17-5170-436100	Uniform Allowance	-	-	0.00%
840	744	444	444	-	17-5170-438000	Longevity	-	840	89.19%
-	-	-	-	-	17-5170-440000	Misc Fringe Benefits	-	640	100.00%
16,189	16,381	14,516	14,516	-	17-5170-441000	FICA/Medicare	-	15,498	6.76%
7,977	15,549	11,723	11,723	-	17-5170-442000	Workers Comp	-	10,844	-7.50%
218	659	569	569	-	17-5170-443000	Unemployment	-	1,417	149.03%
34,685	35,343	32,318	32,318	-	17-5170-444001	Retirement-Principal	-	39,268	21.51%
62,367	55,249	51,300	45,000	-	17-5170-445000	Health/Life/LTD	-	56,491	10.12%
340,133	335,457	300,185	274,281	3.65		Total Personnel Services	3.75	326,109	8.64%
1,383	663	1,500	1,500	-	17-5170-510000	Office Supplies	-	1,500	0.00%
935	794	1,500	2,500	-	17-5170-512000	Uniforms	-	1,500	0.00%
795	57	1,000	1,000	-	17-5170-520000	Dues & Meetings	-	1,000	0.00%
5,745	5,968	5,000	7,500	-	17-5170-523000	Supplies & Small Tools	-	6,000	20.00%
500	470	500	500	-	17-5170-524000	Safety Program	-	500	0.00%
1,963	876	3,000	3,000	-	17-5170-525000	Travel & Training	-	3,000	0.00%
1,010	387	500	400	-	17-5170-526000	Employee Testing	-	500	0.00%
4,292	5,420	5,000	4,000	-	17-5170-533000	Contractual Services	-	6,000	20.00%
1,273	1,081	2,000	2,000	-	17-5170-533045	Maintenance Agreements	-	2,000	0.00%
7,919	9,838	46,500	35,000	-	17-5170-538702	Stormwater Repair	-	35,000	-24.73%
2,667	2,665	2,500	2,000	-	17-5170-540000	Utilities	-	3,000	20.00%
16,355	12,398	12,000	15,000	-	17-5170-562000	Fuel	-	13,000	8.33%
4,541	17,873	10,000	16,000	-	17-5170-563000	Vehicle Maintenance	-	15,000	50.00%
109	1,286	3,000	3,000	-	17-5170-566000	Equip Repair & Maintenance	-	3,000	0.00%
5,327	5,779	18,000	15,000	-	17-5170-567000	Pipe & Materials	-	15,000	-16.67%
80,967	93,106	126,081	126,081	-	17-5170-590000	Internal Chrg-Admin Support Services	-	132,904	5.41%
20,000	20,000	20,000	20,000	-	17-5170-590001	Internal Chrg-Veh/Equip	-	20,000	0.00%
2,500	-	-	-	-	17-5170-590002	Internal Chrg-Computers	-	-	0.00%
158,281	178,660	258,081	254,481	-		Total Materials and Services	-	258,904	0.32%
498,414	514,117	558,266	528,762	3.65	5170	TOTAL STORMWATER MAINT	3.75	585,013	4.79%
614,826	632,623	703,981	652,820	4.54		TOTAL PUBLIC WORKS (STORM)	6.00	857,879	21.86%
NONDEPARTMENTAL 91XX									
9170 TRANSFERS									
816	30,428	168,500	30,925	-	17-9170-904000	Transfer Out-Capital Projects	-	-	-100.00%
816	30,428	168,500	30,925	-	9170	TOTAL TRANSFERS	-	-	-100.00%
9180 RESERVES									
-	-	541,599	-	-	17-9180-800000	Contingency	-	738,843	36.42%
-	-	541,599	-	-	9180	TOTAL RESERVES	-	738,843	36.42%
816	30,428	710,099	30,925	-		TOTAL NONDEPARTMENTAL	-	738,843	4.05%
615,642	663,051	1,414,080	683,745	4.54	FUND 17	TOTAL STORMWATER FUND	6.00	1,596,721	12.92%
731,120	744,580	-	764,342			ENDING FUND BALANCE		-	

2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
FUND 18 STREET CAPITAL PROJECTS									
REVENUES									
141,198	132,207	132,907	145,200	-	18-0000-300000	Beg F/B-Net Working Capital	-	145,700	9.63%
-	-	-	-	-	18-0000-334000	Federal Exchange Grant	-	620,000	100.00%
-	-	-	-	-	18-0000-334033	Grants	-	-	0.00%
-	12,400	-	-	-	18-0000-349010	Payments in Lieu	-	-	0.00%
1,009	593	500	500	-	18-0000-361000	Interest Earned	-	500	0.00%
-	12,000	317,000	147,000	-	18-0000-390002	Transfer In-Street Fund	-	260,000	-17.98%
385,545	411,818	1,567,500	764,000	-	18-0000-390042	Transfer In-Street Development	-	231,000	-85.26%
527,751	569,018	2,017,907	1,056,700	-		TOTAL REVENUES	-	1,257,200	-37.70%
5150 CAPITAL PROJECTS									
-	-	-	30,000	-	18-5150-702106	Bicycle Route Improvements	-	10,000	100.00%
28,131	-	-	-	-	18-5150-702151	Downtown Revitalization Project	-	-	0.00%
207,654	347,216	-	-	-	18-5150-702154	2nd Street - 219 to Springbrook	-	-	0.00%
134,414	-	-	-	-	18-5150-702155	Columbia Drive LID (Street portion)	-	-	0.00%
2,215	22,205	365,000	-	-	18-5150-702157	Sheridan St CPRD Project	-	370,000	1.37%
100	-	-	-	-	18-5150-702160	City-Wide Pavement Overlay	-	-	0.00%
23,032	-	-	-	-	18-5150-702161	Sandoz Rd Street Improvements	-	-	0.00%
-	1,577	37,000	37,000	-	18-5150-702162	College St-RR Xing/E Sidewalk	-	-	-100.00%
-	12,000	-	-	-	18-5150-702164	Traffic Safety Improvements	-	-	0.00%
-	6,318	193,500	38,000	-	18-5150-702165	College St-Bike Lanes/W Sidewalk	-	155,000	-19.90%
-	2,991	3,000	3,000	-	18-5150-702166	Everest Road Intersection	-	-	-100.00%
-	31,511	1,000,000	760,000	-	18-5150-702167	Crestview Drive (Oxberg Lake)	-	-	-100.00%
-	-	90,000	20,000	-	18-5150-702168	College St R-O-W Acquisition	-	70,000	-22.22%
-	-	26,000	23,000	-	18-5150-702169	College St School Zone Radar/Flash Sign	-	-	-100.00%
-	-	6,000	-	-	18-5150-702170	Deborah Rd Safe Rte School Zone	-	6,000	0.00%
-	-	164,000	-	-	18-5150-702171	Pavement Rehabilitation Phase 1	-	500,000	204.88%
395,545	423,818	1,884,500	911,000	-	5150	TOTAL CAPITAL PROJECTS	-	1,111,000	-41.05%
9180 RESERVES									
-	-	133,407	-	-	18-9180-830000	Contingency - Payments in Lieu	-	146,200	9.59%
-	-	133,407	-	-	9180	TOTAL RESERVES	-	146,200	9.59%
395,545	423,818	2,017,907	911,000	-	FUND 18	TOTAL STREET CAPITAL PROJECTS	-	1,257,200	-37.70%
132,207	145,200	-	145,700			ENDING FUND BALANCE		-	

2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
FUND 22 LIBRARY GIFT AND MEMORIAL REVENUES									
66,894	78,612	88,206	88,206	-	22-0000-300000	Beg F/B-Net Working Capital	-	181,956	106.29%
3,580	2,584	3,800	3,800	-	22-0000-334003	Ready to Read Grant	-	2,600	-31.58%
980	4,840	10,000	10,000	-	22-0000-334034	Grants	-	10,000	0.00%
3,559	4,378	85,000	85,000	-	22-0000-334054	Children's Room Remodel/Grants	-	100,000	17.65%
-	16,621	20,000	20,000	-	22-0000-346002	Library Friends	-	20,000	0.00%
401	379	400	250	-	22-0000-361000	Interest Earned	-	450	12.50%
1	2	-	-	-	22-0000-361003	Interest-Children's Room	-	400	100.00%
24,976	8,775	30,000	30,000	-	22-0000-367000	Library Donations	-	30,000	0.00%
100,391	116,191	237,406	237,256	-		TOTAL REVENUES	-	345,406	45.49%
FUND 23 LIBRARY ADMINISTRATION									
3,859	9,758	5,000	5,000	-	22-3110-523000	Supplies	-	10,000	100.00%
3,422	3,096	3,800	3,800	-	22-3110-533003	Ready to Read Grant	-	2,600	-31.58%
505	575	10,000	500	-	22-3110-533034	Misc Grants	-	10,000	0.00%
-	-	1,000	-	-	22-3110-533054	Children's Room Remodel Project	-	2,000	100.00%
13,735	9,250	10,000	10,000	-	22-3110-542000	Library Programs	-	10,000	0.00%
-	4,668	15,000	15,000	-	22-3110-546000	Library Friends	-	10,000	-33.33%
45	233	5,000	5,000	-	22-3110-551000	Books & Periodicals	-	5,000	0.00%
156	404	1,000	1,000	-	22-3110-551001	Audio-Visual	-	1,000	0.00%
56	-	-	-	-	22-3110-580000	Professional Services	-	-	0.00%
21,778	27,984	50,800	40,300	-		Total Materials and Services	-	50,600	-0.39%
-	-	120,000	15,000	-	22-3110-610000	Capital Outlay - Children's Remodel	-	120,000	0.00%
-	-	120,000	15,000	-		Total Capital Outlay	-	120,000	0.00%
21,778	27,984	170,800	55,300	-	3110	TOTAL LIBRARY ADMIN	-	170,600	-0.12%
FUND 24 RESERVES									
-	-	66,606	-	-	22-9180-800000	Contingency	-	174,806	162.45%
-	-	66,606	-	-	9180	TOTAL RESERVES	-	174,806	162.45%
21,778	27,984	237,406	55,300	-	FUND 22	TOTAL LIB GIFT AND MEMORIAL	-	345,406	45.49%
78,612	88,206	-	181,956			ENDING FUND BALANCE		-	
FUND 23 CABLE TV FUND REVENUES									
67,829	46,194	36,394	36,372	-	23-0000-300000	Beg F/B-Net Working Capital	-	41,522	14.09%
10,000	10,000	-	10,000	-	23-0000-360000	Miscellaneous Revenues	-	-	0.00%
289	174	200	150	-	23-0000-361000	Interest Earned	-	150	-25.00%
78,118	56,368	36,594	46,522	-		TOTAL REVENUES	-	41,672	13.88%
FUND 24 COMMUNITY SUPPORT									
31,924	19,996	36,594	5,000	-	23-1610-592000	Community Support	-	15,000	-59.01%
31,924	19,996	36,594	5,000	-		Total Materials and Services	-	15,000	-59.01%
31,924	19,996	36,594	5,000	-	1610	TOTAL CABLE TV	-	15,000	-59.01%
FUND 25 RESERVES									
-	-	-	-	-	23-9180-800000	Contingency	-	26,672	100.00%
-	-	-	-	-	9170	TOTAL RESERVES	-	26,672	100.00%
31,924	19,996	36,594	5,000	-	FUND 23	TOTAL CABLE TV FUND	-	41,672	13.88%
46,194	36,372	-	41,522			ENDING FUND BALANCE		-	

2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
					FUND 24	ANIMAL SHELTER FUND (NASF)			
					REVENUES				
447,200	416,967	378,748	378,747	-	24-0000-300000	Beg F/B-Net Working Capital	-	191,089	-49.55%
2,604	1,646	200	1,000	-	24-0000-361000	Interest Earned	-	200	0.00%
38,812	505	-	2,431	-	24-0000-367000	Donations-Building	-	-	0.00%
-	-	-	5,000	-	24-0000-367001	Donations-Equipment	-	10,000	100.00%
488,615	419,118	378,948	387,178	-		TOTAL REVENUES	-	201,289	-46.88%
					2160	ANIMAL SHELTER			
-	-	-	5,000	-	24-2160-610200	Capital Outlay - Equipment	-	10,000	100.00%
-	-	-	5,000	-		Total Capital Outlay	-	10,000	100.00%
-	-	-	5,000	-	2160	TOTAL ANIMAL SHELTER	-	10,000	100.00%
					5150	CAPITAL PROJECTS			
71,648	40,371	378,948	191,089	-	24-5150-731008	Animal Shelter (NASF)	-	191,289	-49.52%
71,648	40,371	378,948	191,089	-	5150	TOTAL CAPITAL PROJECTS	-	191,289	-49.52%
71,648	40,371	378,948	196,089	-	FUND 24	TOTAL ANIMAL SHELTER FUND	-	201,289	-46.88%
416,967	378,747	-	191,089			ENDING FUND BALANCE		-	

2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
FUND 26 WASTEWATER REPLACEMENT AND RESERVE FUND									
REVENUES									
1,106,293	1,035,036	1,048,636	1,102,846	-	26-0000-300000	Beg F/B-Net Working Capital	-	1,164,346	11.03%
3,532	3,669	4,000	4,000	-	26-0000-361000	Interest Earned	-	5,981	49.53%
7,593	1,241	-	-	-	26-0000-361004	Interest-Other Investments	-	-	0.00%
-	62,900	57,500	57,500	-	26-0000-390006	Transfer In-Wastewater Fund	-	63,614	10.63%
1,117,418	1,102,846	1,110,136	1,164,346	-	9170	TOTAL REVENUES	-	1,233,941	11.15%
TRANSFERS									
36,769	-	-	-	-	26-9170-906000	Transfer Out-Wastewater Fund	-	-	0.00%
45,613	-	-	-	-	26-9170-932000	Transfer Out-Vehicle/Equip Replace	-	-	0.00%
82,382	-	-	-	-	9170	TOTAL TRANSFERS	-	-	0.00%
RESERVES									
-	-	1,110,136	-	-	26-9180-850000	Reserve For Wastewater Improvement	-	1,233,941	11.15%
-	-	1,110,136	-	-	9180	TOTAL RESERVES	-	1,233,941	11.15%
82,382	-	1,110,136	-	-	FUND 26	TOTAL WASTEWATER REPLACE FUND	-	1,233,941	11.15%
1,035,036	1,102,846	-	1,164,346	-		ENDING FUND BALANCE	-	-	
FUND 27 WATER REPLACEMENT AND RESERVE FUND									
REVENUES									
1,815,126	2,785,505	2,801,305	2,847,586	-	27-0000-300000	Beg F/B-Net Working Capital	-	2,900,586	3.54%
11,438	10,515	11,000	10,000	-	27-0000-361000	Interest Earned	-	13,500	22.73%
7,593	1,866	-	-	-	27-0000-361004	Interest-Other Investments	-	3,500	100.00%
1,000,000	49,700	43,000	43,000	-	27-0000-390007	Transfer In-Water Fund	-	43,282	0.66%
2,834,157	2,847,586	2,855,305	2,900,586	-	9170	TOTAL REVENUES	-	2,960,868	3.70%
TRANSFERS									
21,564	-	-	-	-	27-9170-907000	Transfer Out-Water Fund	-	-	0.00%
27,088	-	-	-	-	27-9170-932000	Transfer Out-Veh/Equip Repl-Maint	-	-	0.00%
48,652	-	-	-	-	9170	TOTAL TRANSFERS	-	-	0.00%
RESERVES									
-	-	2,855,305	-	-	27-9180-850000	Reserve For Water Improv	-	2,960,868	3.70%
-	-	2,855,305	-	-	9180	TOTAL RESERVES	-	2,960,868	3.70%
48,652	-	2,855,305	-	-	FUND 27	TOTAL WATER REPLACE FUND	-	2,960,868	3.70%
2,785,505	2,847,586	-	2,900,586	-		ENDING FUND BALANCE	-	-	

2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
FUND 31 ADMIN / SUPPORT SERVICES									
REVENUES									
363,323	413,338	496,775	496,774	-	31-0000-300000	Beg F/B-Net Working Capital	-	578,148	16.38%
-	24,500	-	-	-	31-0000-334005	ARRA Solar Grant	-	-	0.00%
1,950	1,935	-	-	-	31-0000-334056	CCIS Grant	-	-	0.00%
49,428	41,324	35,000	10,000	-	31-0000-336007	Intergovernmental Garage Chrg	-	10,000	-71.43%
-	272	1,000	700	-	31-0000-338000	Reimbursed Costs	-	200	-80.00%
9,702	10,076	9,500	9,000	-	31-0000-341004	Lien Search Fees	-	9,000	-5.26%
288	815	200	200	-	31-0000-341012	Assessment Fees	-	200	0.00%
1,908	287	-	-	-	31-0000-360000	Miscellaneous Revenues	-	-	0.00%
5,652	4,218	4,000	3,000	-	31-0000-361000	Interest Earned	-	3,000	-25.00%
22	-	-	-	-	31-0000-361004	Interest-Other Investments	-	-	0.00%
366,431	345,578	352,387	352,387	-	31-0000-370010	Internal Rev-Admin/Recorder/EM	-	357,734	1.52%
129,649	137,720	131,400	131,400	-	31-0000-370050	Internal Rev-Human Resource	-	149,996	14.15%
182,878	246,067	282,265	282,265	-	31-0000-370075	Internal Rev-Utility Billing	-	287,353	1.80%
506,326	510,725	477,181	477,181	-	31-0000-370100	Internal Rev-Finance	-	475,442	-0.36%
519,399	522,406	490,702	490,702	-	31-0000-370125	Internal Rev-Computer Services	-	441,634	-10.00%
391,268	448,060	438,608	438,608	-	31-0000-370150	Internal Rev-Legal	-	474,898	8.27%
212,000	185,000	265,000	242,008	-	31-0000-370200	Internal Rev-Insurance	-	250,000	-5.66%
246,174	228,710	245,000	245,000	-	31-0000-370300	Internal Rev-Phone/Copiers	-	184,500	-24.69%
158,210	128,996	151,510	151,510	-	31-0000-370400	Internal Rev-Fleet	-	156,887	3.55%
398,152	375,510	354,955	354,955	-	31-0000-370500	Internal Rev-Facilities	-	356,604	0.46%
330	340	350	350	-	31-0000-371000	Intergovernmental Facility Chg	-	361	3.14%
3,543,090	3,625,876	3,735,833	3,686,040	-		TOTAL REVENUES	-	3,735,957	0.00%
CITY MANAGER'S OFFICE (12XX)									
1210 CITY MANAGER									
119,094	120,581	120,612	120,612	1.00	31-1210-410000	Administrative Salaries	1.00	120,612	0.00%
9,504	4,037	8,944	8,944	-	31-1210-420000	Clerical Salaries	-	8,944	0.00%
-	160	480	480	-	31-1210-438000	Longevity	-	480	0.00%
-	-	-	-	-	31-1210-440000	Misc Fringe Benefits	-	640	100.00%
9,138	8,683	9,061	9,061	-	31-1210-441000	FICA/Medicare	-	9,110	0.54%
537	450	383	484	-	31-1210-442000	Workers Comp	-	383	0.00%
129	374	390	414	-	31-1210-443000	Unemployment	-	911	133.59%
17,049	17,313	25,027	25,027	-	31-1210-444000	Retirement-PERS	-	25,160	0.53%
4,001	3,840	4,041	4,041	-	31-1210-444002	Retirement-Pension Bond	-	4,243	5.00%
19,485	17,539	21,418	19,000	-	31-1210-445000	Health/Life/LTD	-	23,530	9.86%
178,936	172,977	190,356	188,063	1.00		Total Personnel Services	1.00	194,013	1.92%
791	1,581	1,000	1,000	-	31-1210-510000	Office Supplies	-	1,000	0.00%
2,169	2,998	2,200	2,200	-	31-1210-520000	Dues & Meetings	-	2,200	0.00%
4,375	2,488	4,950	3,500	-	31-1210-525000	Travel & Training	-	3,500	-29.29%
1,638	1,259	1,300	1,300	-	31-1210-533045	Maintenance Agreements	-	1,300	0.00%
209	395	200	150	-	31-1210-551000	Books & Periodicals	-	150	-25.00%
85	-	400	-	-	31-1210-580000	Professional Services	-	-	-100.00%
-	1,000	-	-	-	31-1210-590002	Internal Chrg-Computers	-	-	0.00%
9,266	9,721	10,050	8,150	-		Total Materials and Services	-	8,150	-18.91%
188,202	182,698	200,406	196,213	1.00	1210	TOTAL CITY MANAGER	1.00	202,163	0.88%

2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
1220 HUMAN RESOURCES									
-	-	68,808	68,808	1.00	31-1220-410000	Administrative Salaries	1.00	80,185	16.54%
67,721	68,564	-	-	-	31-1220-420000	Clerical Salaries	-	-	0.00%
1,200	1,200	1,200	1,200	-	31-1220-438000	Longevity	-	1,200	0.00%
5,091	5,053	5,356	5,356	-	31-1220-441000	FICA/Medicare	-	6,226	16.24%
115	196	235	235	-	31-1220-442000	Workers Compensation	-	264	12.34%
69	210	210	210	-	31-1220-443000	Unemployment	-	569	170.95%
15,070	15,619	16,802	16,802	-	31-1220-444001	Retirement-Principal	-	21,160	25.94%
7	-	-	-	-	31-1220-444002	Retirement-Pension Bond	-	-	0.00%
13,482	12,120	12,489	12,489	-	31-1220-445000	Health/Life/LTD	-	14,091	12.83%
102,755	102,962	105,100	105,100	1.00		Total Personnel Services	1.00	123,695	17.69%
1,495	643	1,000	1,000	-	31-1220-510000	Office Supplies	-	1,000	0.00%
1,925	1,804	2,500	2,000	-	31-1220-520000	Dues & Meetings	-	2,200	-12.00%
-	-	-	-	-	31-1220-520003	Recruitment Expense	-	100	100.00%
5,899	5,852	6,000	6,500	-	31-1220-520008	Recognition	-	6,500	8.33%
2,993	1,376	4,000	4,000	-	31-1220-524000	Safety Program	-	2,500	-37.50%
-	-	15,076	15,000	-	31-1220-524001	Risk Management	-	15,076	0.00%
1,229	1,138	1,000	1,100	-	31-1220-525000	Travel & Training	-	2,000	100.00%
2,134	1,917	1,300	2,200	-	31-1220-533045	Maintenance Agreements	-	2,000	53.85%
-	14	-	27	-	31-1220-551000	Books & Publications	-	-	0.00%
-	-	500	500	-	31-1220-557001	ADA Compliance	-	-	-100.00%
13,261	15,225	10,000	7,000	-	31-1220-580000	Professional Services	-	10,000	0.00%
28,936	27,970	41,376	39,327	-		Total Materials and Services	-	41,376	0.00%
131,690	130,932	146,476	144,427	1.00	1220	TOTAL HUMAN RESOURCES	1.00	165,071	12.70%

2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
1230 CITY RECORDER/CLERK									
-	-	60,804	60,804	1.00	31-1230-410000	Administrative Salaries	1.00	60,672	-0.22%
56,312	73,695	11,399	11,399	-	31-1230-420000	Clerical Salaries	-	11,399	0.00%
6,876	7,340	13,422	13,422	-	31-1230-433000	Minute Recorder Salaries	-	13,422	0.00%
-	-	-	-	-	31-1230-444000	Misc Fringe Benefits	-	640	100.00%
4,767	6,059	6,551	6,551	-	31-1230-441000	FICA/Medicare	-	6,589	0.58%
123	251	433	433	-	31-1230-442000	Workers Compensation	-	432	-0.23%
63	243	256	256	-	31-1230-443000	Unemployment	-	600	134.38%
9,134	10,137	10,945	10,945	-	31-1230-444001	Retirement-Principal	-	12,262	12.03%
8,451	16,388	17,046	17,046	-	31-1230-445000	Health/Life/LTD	-	19,157	12.38%
85,725	114,112	120,856	120,856	1.00		Total Personnel Services	1.00	125,173	3.57%
685	1,090	1,000	1,000	-	31-1230-510000	Office Supplies	-	1,000	0.00%
415	849	625	830	-	31-1230-520000	Dues & Meetings	-	1,000	60.00%
2,978	2,785	4,400	4,400	-	31-1230-525000	Travel & Training	-	4,000	-9.09%
1,533	1,259	1,300	1,300	-	31-1230-533045	Maintenance Agreements	-	1,300	0.00%
3,061	8,667	14,000	13,000	-	31-1230-580000	Professional Services	-	14,000	0.00%
-	1,000	-	-	-	31-1230-590002	Internal Chrg-Computers	-	-	0.00%
8,671	15,650	21,325	20,530	-		Total Materials and Services	-	21,300	-0.12%
94,396	129,762	142,181	141,386	1.00	1230	TOTAL CITY RECORDER/CLERK	1.00	146,473	3.02%
1240 EMERGENCY MANAGEMENT									
-	-	1,200	1,200	-	31-1240-510000	Office Supplies	-	500	-58.33%
-	198	-	-	-	31-1240-523000	Supplies	-	-	0.00%
-	224	500	-	-	31-1240-525000	Travel & Training	-	500	0.00%
-	7,000	8,100	8,100	-	31-1240-533000	Contractual Services	-	8,100	0.00%
-	7,422	9,800	9,300	-		Total Materials and Services	-	9,100	-7.14%
-	7,422	9,800	9,300	-	1240	TOTAL EMERGENCY MANAGEMENT	-	9,100	-7.14%
414,289	450,813	498,863	491,326	3.00		TOTAL CITY MANAGER'S OFFICE	3.00	522,807	4.80%

2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
FINANCE DEPARTMENT (13XX)									
1310 FINANCE									
135,501	142,971	146,952	147,065	2.00	31-1310-410000	Administrative Salaries	2.00	146,916	-0.02%
168,598	166,049	138,260	129,900	2.50	31-1310-420000	Clerical Salaries	2.50	129,276	-6.50%
480	600	480	480	-	31-1310-438000	Longevity	-	860	79.17%
-	-	-	-	-	31-1310-440000	Misc Fringe Benefits	-	640	100.00%
22,672	22,851	21,855	21,190	-	31-1310-441000	FICA/Medicare	-	21,243	-2.80%
629	933	986	840	-	31-1310-442000	Workers Compensation	-	965	-2.13%
600	931	856	840	-	31-1310-443000	Unemployment	-	1,939	126.52%
15,691	16,034	24,106	23,608	-	31-1310-444000	Retirement-PERS	-	24,264	0.66%
25,821	27,624	27,085	25,995	-	31-1310-444001	Retirement-Principal	-	30,069	11.02%
4,099	4,039	4,241	4,150	-	31-1310-444002	Retirement-Pension Bond	-	4,456	5.07%
61,007	54,655	48,310	48,109	-	31-1310-445000	Health/Life/LTD	-	54,218	12.23%
435,099	436,687	413,131	402,177	4.50		Total Personnel Services	4.50	414,846	0.42%
3,357	2,085	2,000	1,000	-	31-1310-510000	Office Supplies	-	1,000	-50.00%
3,329	2,500	3,400	3,000	-	31-1310-515000	Printing & Advertising	-	3,400	0.00%
1,308	743	1,850	2,000	-	31-1310-520000	Dues & Meetings	-	2,055	11.08%
95	-	-	-	-	31-1310-520003	Recruitment Expense	-	-	0.00%
960	148	500	500	-	31-1310-523000	Supplies	-	-	-100.00%
3,702	4,383	5,000	4,000	-	31-1310-525000	Travel & Training	-	3,100	-38.00%
9,331	5,290	5,700	4,800	-	31-1310-533000	Contractual Services	-	4,800	-15.79%
9,875	10,643	12,555	11,000	-	31-1310-533045	Maintenance Agreements	-	12,555	0.00%
72	54	200	230	-	31-1310-551000	Books & Publications	-	85	-57.50%
850	850	900	900	-	31-1310-575000	Bond Registration Costs	-	1,000	11.11%
21,680	29,399	31,945	31,945	-	31-1310-580000	Professional Services	-	32,600	2.05%
-	14,000	-	-	-	31-1310-590002	Internal Chrg-Computers	-	-	0.00%
54,559	70,097	64,050	59,375	-		Total Materials and Services	-	60,595	-5.39%
16,002	-	-	-	-	31-1310-610000	Capital Outlay	-	-	0.00%
16,002	-	-	-	-		Total Capital Outlay	-	-	0.00%
505,660	506,784	477,181	461,552	4.50	1310	TOTAL FINANCE	4.50	475,441	-0.36%
1311 GENERAL OFFICE									
27,405	25,704	33,000	30,000	-	31-1311-511000	Postage	-	31,000	-6.06%
211,872	201,240	212,000	203,000	-	31-1311-531000	Telephones	-	153,500	-27.59%
239,277	226,944	245,000	233,000	-		Total Materials and Services	-	184,500	-24.69%
239,277	226,944	245,000	233,000	-	1311	TOTAL GENERAL OFFICE	-	184,500	-24.69%
1320 UTILITY BILLING									
59,978	70,868	86,076	86,076	2.00	31-1320-420000	Clerical Salaries	2.00	85,872	-0.24%
-	120	480	480	-	31-1320-438000	Longevity	-	480	0.00%
4,456	5,316	6,621	6,621	-	31-1320-441000	FICA/Medicare	-	6,606	-0.23%
146	234	338	338	-	31-1320-442000	Workers Compensation	-	338	0.00%
60	212	260	260	-	31-1320-443000	Unemployment	-	605	132.69%
9,717	10,594	15,579	14,898	-	31-1320-444001	Retirement-Principal	-	17,270	10.85%
15,773	14,107	33,861	22,980	-	31-1320-445000	Health/Life/LTD	-	38,083	12.47%
90,130	101,452	143,215	131,653	2.00		Total Personnel Services	2.00	149,254	4.22%
1,764	563	500	1,000	-	31-1320-510000	Office Supplies	-	1,000	100.00%
260	-	200	-	-	31-1320-511000	Postage	-	-	-100.00%
528	1,371	500	1,000	-	31-1320-515000	Printing & Advertising	-	1,000	100.00%
-	-	500	-	-	31-1320-520003	Recruitment Expense	-	-	-100.00%
-	265	300	300	-	31-1320-523000	Supplies	-	300	0.00%
-	9	350	200	-	31-1320-525000	Travel & Training	-	350	0.00%
21,793	29,889	35,000	38,000	-	31-1320-532000	Bank Fees	-	40,000	14.29%
45,474	40,281	47,000	42,000	-	31-1320-533000	Contractual Services	-	53,750	14.36%
9,483	9,643	12,500	10,000	-	31-1320-533045	Maintenance Agreements	-	12,500	0.00%
3,807	14,345	40,000	20,000	-	31-1320-558001	Utility Assistance	-	27,000	-32.50%
750	-	300	300	-	31-1320-566000	Equip Repair & Maintenance	-	300	0.00%
888	888	900	888	-	31-1320-575000	Bond Registration Costs	-	900	0.00%
-	2,000	-	-	-	31-1320-590002	Internal Chrg-Computers	-	-	0.00%
84,748	99,254	138,050	113,688	-		Total Materials and Services	-	137,100	-0.69%
8,000	45,361	1,000	-	-	31-1320-610000	Capital Outlay	-	1,000	0.00%
8,000	45,361	1,000	-	-		Total Capital Outlay	-	1,000	0.00%
182,878	246,068	282,265	245,341	2.00	1320	TOTAL UTILITY BILLING	2.00	287,354	1.80%
927,815	979,795	1,004,446	939,893	6.50		TOTAL FINANCE DEPARTMENT	6.50	947,295	-5.69%

2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
1330 INFORMATION TECHNOLOGY									
88,737	89,836	88,992	89,882	1.00	31-1330-410000	Administrative Salaries	1.00	88,992	0.00%
198,339	202,396	208,200	179,096	4.00	31-1330-431000	Other Salaries	3.00	151,044	-27.45%
6,173	5,705	10,000	10,000	-	31-1330-435000	Overtime	-	10,000	0.00%
4,800	4,575	3,900	3,900	-	31-1330-436000	Beeper Pay	-	3,900	0.00%
-	-	-	-	-	31-1330-438000	Longevity	-	400	100.00%
-	-	-	-	-	31-1330-440000	Misc Fringe Benefits	-	2,560	100.00%
21,890	22,149	23,799	20,784	-	31-1330-441000	FICA/Medicare	-	19,653	-17.42%
562	883	1,080	738	-	31-1330-442000	Workers Compensation	-	877	-18.80%
298	907	935	905	-	31-1330-443000	Unemployment	-	1,779	90.27%
13,009	13,055	18,643	18,902	-	31-1330-444000	Retirement-PERS	-	18,726	0.45%
33,132	33,326	29,491	27,656	-	31-1330-444001	Retirement-Principal	-	31,260	6.00%
3,023	2,908	3,021	3,080	-	31-1330-444002	Retirement-Pension Bond	-	3,171	4.97%
68,707	57,360	47,042	39,962	-	31-1330-445000	Health/Life/LTD	-	40,672	-13.54%
438,670	433,100	435,103	394,905	5.00		Total Personnel Services	4.00	373,034	-14.27%
1,426	582	1,200	1,200	-	31-1330-510000	Office Supplies	-	1,200	0.00%
10	-	-	-	-	31-1330-511000	Postage	-	-	0.00%
522	191	200	200	-	31-1330-520000	Dues & Meetings	-	200	0.00%
-	195	-	-	-	31-1330-520003	Recruitment Expense	-	-	0.00%
13,184	13,466	14,000	14,000	-	31-1330-523000	Supplies	-	15,000	7.14%
7,139	14,792	15,000	14,000	-	31-1330-525000	Travel & Training	-	15,000	0.00%
-	40	-	-	-	31-1330-526000	Employee Testing	-	-	0.00%
19,330	15,197	15,000	15,000	-	31-1330-533045	Maintenance Agreements	-	15,000	0.00%
69	334	200	200	-	31-1330-551000	Books & Publications	-	200	0.00%
-	225	3,000	3,000	-	31-1330-580000	Professional Services	-	3,000	0.00%
-	7,000	7,000	7,000	-	31-1330-590002	Internal Chrg-Computers	-	20,000	185.71%
41,679	52,022	55,600	54,600	-		Total Materials and Services	-	69,600	25.18%
37,879	31,456	50,000	44,500	-	31-1330-610000	Capital Outlay	-	-	-100.00%
37,879	31,456	50,000	44,500	-		Total Capital Outlay	-	-	-100.00%
518,228	516,578	540,703	494,005	5.00	1330	TOTAL INFORMATION TECH	4.00	442,634	-18.14%
1410 CITY ATTORNEY									
125,858	127,986	193,104	199,224	2.00	31-1410-410000	Administrative Salaries	2.00	309,224	60.13%
117,193	123,997	52,662	52,662	1.00	31-1410-420000	Clerical Salaries	1.30	63,032	19.69%
25,080	24,360	-	-	-	31-1410-431000	Prosecution Salaries	-	-	0.00%
42,716	44,256	45,408	45,312	1.00	31-1410-432000	Code Enforcement Salaries	1.00	45,312	-0.21%
2,345	1,173	1,000	1,710	-	31-1410-435000	Overtime	-	1,000	0.00%
1,680	1,740	1,920	1,920	-	31-1410-438000	Longevity	-	1,920	0.00%
5,000	5,000	3,929	5,000	-	31-1410-440000	Misc Fringe Benefits	-	6,280	59.84%
22,875	23,424	20,671	20,671	-	31-1410-441000	FICA/Medicare	-	30,714	48.58%
860	1,504	1,677	1,677	-	31-1410-442000	Workers Compensation	-	1,999	19.20%
611	969	876	876	-	31-1410-443000	Unemployment	-	2,978	239.95%
46,141	48,157	50,778	48,553	-	31-1410-444001	Retirement-Principal	-	90,537	78.30%
27,903	25,240	28,907	26,065	-	31-1410-445000	Health/Life/LTD	-	36,262	25.44%
418,263	427,807	400,932	403,670	4.00		Total Personnel Services	4.30	589,258	46.97%
2,570	2,450	2,400	2,400	-	31-1410-510000	Office Supplies	-	2,400	0.00%
1,693	2,218	5,676	3,800	-	31-1410-510100	Code Enforcement	-	5,500	-3.10%
240	250	1,000	1,000	-	31-1410-510120	Nuisance/Abatement Control	-	1,000	0.00%
1,738	2,841	2,500	2,500	-	31-1410-520000	Dues & Meetings	-	2,500	0.00%
5,442	3,771	6,000	4,500	-	31-1410-525000	Travel & Training	-	6,000	0.00%
-	-	500	500	-	31-1410-533000	Contractual Services	-	500	0.00%
1,533	1,259	2,500	2,500	-	31-1410-533045	Maintenance Agreements	-	2,500	0.00%
1,867	1,824	2,000	1,900	-	31-1410-551000	Books & Publications	-	2,000	0.00%
31,288	2,228	11,000	11,000	-	31-1410-580000	Professional Services	-	11,000	0.00%
-	48	10,000	10,000	-	31-1410-591000	Elections	-	10,000	0.00%
93	-	100	50	-	31-1410-596000	Volunteer Costs	-	100	0.00%
46,464	16,888	43,676	40,150	-		Total Materials and Services	-	43,500	-0.40%
464,727	444,696	444,608	443,820	4.00	1410	TOTAL CITY ATTORNEY	4.30	632,758	42.32%

2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
5162 FLEET									
84,407	85,455	86,052	85,000	1.50	31-5162-431000	Salaries & Wages	1.50	85,776	-0.32%
150	150	-	-	-	31-5162-436100	Uniform Allowance	-	-	0.00%
1,440	1,560	1,760	1,760	-	31-5162-438000	Longevity	-	1,800	2.27%
6,374	6,465	6,718	6,500	-	31-5162-441000	FICA/Medicare	-	6,699	-0.28%
1,795	2,802	3,284	2,800	-	31-5162-442000	Workers Compensation	-	3,275	-0.27%
86	261	264	264	-	31-5162-443000	Unemployment	-	613	132.20%
13,698	14,309	15,806	15,000	-	31-5162-444001	Retirement-Principal	-	17,516	10.82%
22,575	20,207	20,927	20,927	-	31-5162-445000	Health/Life/LTD	-	23,509	12.34%
130,525	131,209	134,811	132,251	1.50		Total Personnel Services	1.50	139,188	3.25%
401	467	500	500	-	31-5162-510000	Office Supplies	-	500	0.00%
-	486	500	1,500	-	31-5162-512000	Uniforms	-	500	0.00%
-	-	500	500	-	31-5162-520000	Dues & Meetings	-	500	0.00%
1,793	1,512	3,300	3,300	-	31-5162-523000	Supplies & Small Tools	-	3,300	0.00%
32,193	22,055	34,000	10,000	-	31-5162-523008	Intergovernmental Garage Costs	-	10,000	-70.59%
(125)	(1,362)	5,000	4,000	-	31-5162-523012	Shop Supplies/Environmental	-	5,000	0.00%
217	382	1,400	1,400	-	31-5162-525000	Travel & Training	-	1,400	0.00%
369	271	250	200	-	31-5162-526000	Employee Testing	-	250	0.00%
1,814	1,160	1,500	3,000	-	31-5162-533045	Maintenance Agreements	-	1,500	0.00%
1,500	1,500	1,250	1,500	-	31-5162-551000	Books & Publications	-	1,250	0.00%
1,836	1,741	1,750	2,500	-	31-5162-562000	Fuel	-	1,750	0.00%
382	-	750	750	-	31-5162-563000	Vehicle Maintenance	-	750	0.00%
607	2,514	1,000	1,000	-	31-5162-566000	Equip Repair & Maintenance	-	1,000	0.00%
40,985	30,726	51,700	30,150	-		Total Materials and Services	-	27,700	-46.42%
23,665	-	-	-	-	31-5162-610000	Capital Outlay	-	-	0.00%
23,665	-	-	-	-		Total Capital Outlay	-	-	0.00%
195,175	161,935	186,511	162,401	1.50	5162	TOTAL FLEET	1.50	166,888	-10.52%

2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
5164 FACILITIES									
47,302	51,775	34,188	34,188	0.75	31-5164-431000	Salaries & Wages	0.75	34,128	-0.18%
-	33	-	-	-	31-5164-433000	Overtime	-	-	0.00%
368	244	450	350	-	31-5164-436000	Beeper Pay	-	450	0.00%
100	100	-	-	-	31-5164-436100	Uniform Allowance	-	-	0.00%
300	300	-	-	-	31-5164-438000	Longevity	-	-	0.00%
3,582	3,949	2,650	2,650	-	31-5164-441000	FICA/Medicare	-	2,645	-0.19%
791	1,463	1,085	1,280	-	31-5164-442000	Workers Compensation	-	1,083	-0.18%
48	157	104	104	-	31-5164-443000	Unemployment	-	242	132.69%
7,679	8,482	6,235	6,000	-	31-5164-444000	Retirement-Principal	-	6,915	10.91%
12,520	7,362	7,391	5,000	-	31-5164-445000	Health/Life/LTD	-	8,288	12.14%
72,689	73,866	52,103	49,572	0.75		Total Personnel Services	0.75	53,751	3.16%
430	308	750	750	-	31-5164-510000	Office Supplies	-	750	0.00%
50	327	400	650	-	31-5164-512000	Uniforms	-	400	0.00%
58	-	500	500	-	31-5164-520000	Dues & Meetings	-	500	0.00%
5,326	10,779	9,000	9,000	-	31-5164-523000	Supplies & Small Tools	-	9,000	0.00%
171	4	1,000	750	-	31-5164-523012	Shop Supplies/environmental	-	1,000	0.00%
199	286	1,100	1,100	-	31-5164-525000	Travel & Training	-	1,100	0.00%
176	238	100	75	-	31-5164-526000	Employee Testing	-	100	0.00%
67,557	68,265	75,000	70,000	-	31-5164-533000	Contractual Services	-	75,000	0.00%
-	-	500	250	-	31-5164-533001	Haz Mat Removal	-	500	0.00%
4,522	1,878	2,500	2,500	-	31-5164-533045	Maintenance Agreements	-	2,500	0.00%
-	24,500	-	-	-	31-5164-533056	ARRA Solar Grant	-	-	0.00%
60,442	67,825	70,000	77,000	-	31-5164-540000	Utilities	-	78,885	12.69%
678	(53)	1,200	1,000	-	31-5164-562000	Fuel	-	1,200	0.00%
-	-	800	800	-	31-5164-563000	Vehicle Maintenance	-	800	0.00%
232	8	1,500	1,000	-	31-5164-566000	Equip Repair & Maintenance	-	1,500	0.00%
13,666	9,798	34,000	15,000	-	31-5164-571000	Bldg Repair	-	28,115	-17.31%
11,025	1,415	1,000	2,000	-	31-5164-571005	Building Repairs-PW Maint	-	1,000	0.00%
9,417	12,216	4,680	5,000	-	31-5164-571011	Building Repairs-City Hall/CDD	-	4,680	0.00%
28,801	19,766	3,600	12,000	-	31-5164-571021	Building Repairs-Public Safety	-	3,600	0.00%
13,495	8,180	4,320	12,000	-	31-5164-571022	Building Repairs-Fire Dept	-	4,320	0.00%
2,748	55	540	500	-	31-5164-571025	Building Repairs-Animal Ctrl	-	540	0.00%
6,510	10,270	9,360	10,000	-	31-5164-571031	Building Repair-Library	-	9,360	0.00%
9,970	1,535	-	-	-	31-5164-571045	Building Repair-Archives	-	-	0.00%
73,185	58,070	64,000	64,000	-	31-5164-584000	Janitorial Service	-	64,000	0.00%
18,292	16,355	17,000	16,000	-	31-5164-585000	Grounds keeping-General	-	14,000	-17.65%
326,951	312,025	302,850	301,875	-		Total Materials and Services	-	302,850	0.00%
-	5,247	-	-	-	31-5164-610000	Capital Outlay	-	-	0.00%
-	5,247	-	-	-		Total Capital Outlay	-	-	0.00%
399,640	391,138	354,953	351,447	0.75	5164	TOTAL FACILITIES	0.75	356,601	0.46%
9140 INSURANCE									
204,073	169,803	209,924	200,000	-	31-9140-550000	PCL Insurance Premiums	-	210,000	0.04%
5,805	14,344	40,000	25,000	-	31-9140-550001	PCL Claims	-	40,000	0.00%
209,878	184,147	249,924	225,000	-	9140	TOTAL INSURANCE	-	250,000	0.03%
9180 RESERVES									
-	-	455,825	-	-	31-9180-800000	Contingency	-	416,974	-8.52%
-	-	455,825	-	-	9180	TOTAL RESERVES	-	416,974	-8.52%
3,129,752	3,129,102	3,735,833	3,107,892	20.75	FUND 31	TOTAL ADMIN / SUPPORT SERVICES	20.05	3,735,957	0.00%
413,338	496,774	-	578,148			ENDING FUND BALANCE		-	

2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
FUND 32 VEHICLES/EQUIP REPLACEMENT FUND									
REVENUES									
1,175,289	1,310,849	1,484,234	1,484,234	-	32-0000-300000	Beg F/B-Net Working Capital	-	1,492,384	0.55%
7,990	6,024	5,000	5,000	-	32-0000-361000	Interest Earned	-	5,000	0.00%
-	10,929	-	46,071	-	32-0000-364000	Sale Of Assets	-	-	0.00%
33,749	52,200	19,000	19,000	-	32-0000-370610	Internal Rev-Computer Replacement	-	20,000	5.26%
138,600	175,150	182,450	182,450	-	32-0000-370620	Internal Rev-Vehicle Replacement	-	182,450	0.00%
82,285	108,714	108,714	108,714	-	32-0000-370630	Internal Rev-Equipment Replacement	-	113,714	4.60%
45,613	-	-	-	-	32-0000-390026	Transfer In-Wastewater Replacement	-	-	0.00%
27,088	-	-	-	-	32-0000-390027	Transfer In-Water Replacement	-	-	0.00%
-	-	-	424,976	-	32-0000-393010	Lease Proceeds	-	350,000	100.00%
1,510,614	1,663,867	1,799,398	2,270,445	-		TOTAL REVENUES	-	2,183,548	21.35%
FINANCE									
2,126	3,368	4,400	4,400	-	32-1310-610100	Capital Outlay-Computers	-	-	-100.00%
8,312	8,000	-	906	-	32-1310-610200	Capital Outlay-Equip/Software	-	-	0.00%
10,439	11,368	4,400	5,306	-	1310	TOTAL FINANCE	-	-	-100.00%
INFORMATION TECHNOLOGY									
2,275	5,500	10,539	4,179	-	32-1330-610100	Capital Outlay-Computers	-	40,000	279.54%
2,275	5,500	10,539	4,179	-	1330	TOTAL INFORMATION TECH	-	40,000	279.54%
CITY ATTORNEY									
-	8,000	-	-	-	32-1410-610100	Capital Outlay-Computers	-	-	0.00%
-	8,000	-	-	-	1410	TOTAL CITY ATTORNEY	-	-	0.00%
MUNICIPAL COURT									
-	2,178	-	-	-	32-1510-610100	Capital Outlay-Computers	-	-	0.00%
-	2,178	-	-	-	1510	TOTAL MUNICIPAL COURT	-	-	0.00%
POLICE ADMINISTRATION									
35,257	73,848	60,000	50,000	-	32-2110-610000	Capital Outlay-Vehicles	-	60,000	0.00%
3,021	16,213	12,319	12,000	-	32-2110-610100	Capital Outlay-Computers	-	-	-100.00%
15,000	5,290	15,000	10,000	-	32-2110-610200	Capital Outlay-Equip/Software	-	15,000	0.00%
-	5,000	5,000	5,000	-	32-2110-610201	Capital Outlay-Forensic Equipment	-	10,000	100.00%
40,000	-	-	-	-	32-2110-610300	Capital Outlay-Radio Replacement	-	-	0.00%
-	-	-	73,101	-	32-2110-610500	Capital Outlay-Lease-GAAP	-	-	0.00%
93,278	100,351	92,319	150,101	-	2110	TOTAL POLICE ADMINISTRATION	-	85,000	-7.93%
FIRE ADMINISTRATION									
-	1,978	4,400	4,400	-	32-2210-610100	Capital Outlay-Computers	-	-	-100.00%
60,000	-	-	-	-	32-2210-610300	Capital Outlay-Radio Replacement	-	-	0.00%
60,000	1,978	4,400	4,400	-	2210	TOTAL FIRE ADMINISTRATION	-	-	-100.00%
COMMUNICATIONS									
2,928	-	-	-	-	32-2310-610100	Capital Outlay-Computers	-	-	0.00%
9,472	13,156	15,000	10,000	-	32-2310-610200	Capital Outlay-Equip/Software	-	15,000	0.00%
12,400	13,156	15,000	10,000	-	2310	TOTAL COMMUNICATIONS	-	15,000	0.00%
LIBRARY									
-	370	-	-	-	32-3110-610100	Capital Outlay-Computers	-	-	0.00%
-	370	-	-	-	3110	TOTAL LIBRARY	-	-	0.00%
PLANNING									
-	6,317	-	-	-	32-4110-610100	Capital Outlay-Computers	-	-	0.00%
-	6,317	-	-	-	4110	TOTAL PLANNING	-	-	0.00%
BUILDING INSPECTION									
-	1,446	11,000	11,000	-	32-4210-610100	Capital Outlay-Computers	-	-	-100.00%
-	1,446	11,000	11,000	-	4210	TOTAL BUILDING INSPECTION	-	-	-100.00%

2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
					5110	PUBLIC WORKS			
12,279	2,299	205,000	202,000	-	32-5110-610002	Capital Outlay-Maint Veh Repl	-	220,000	7.32%
5,091	11,114	2,200	2,200	-	32-5110-610101	Capital Outlay-Ops Computers	-	-	-100.00%
2,887	3,598	11,000	11,000	-	32-5110-610102	Capital Outlay-Maint Computers	-	10,000	-9.09%
1,116	2,464	11,000	11,000	-	32-5110-610103	Capital Outlay-Eng Computers	-	10,000	-9.09%
-	9,495	-	-	-	32-5110-610203	Capital Outlay-Eng Equip/Software	-	-	0.00%
-	-	-	351,875	-	32-5110-610500	Capital Outlay-Lease-GAAP	-	350,000	100.00%
21,374	28,969	229,200	578,075	-	5110	TOTAL PUBLIC WORKS	-	590,000	157.42%
					5164	FACILITIES			
-	-	30,000	15,000	-	32-5164-610000	Capital Outlay Facilities Rep/Repl	-	30,000	0.00%
-	-	30,000	15,000	-	5164	TOTAL FACILITIES	-	30,000	0.00%
					9180	RESERVES			
-	-	1,402,540	-	-	32-9180-800000	Contingency	-	1,423,548	1.50%
-	-	1,402,540	-	-	9180	TOTAL RESERVES	-	1,423,548	1.50%
199,766	179,633	1,799,398	778,061	-	FUND 32	TOTAL VEH/EQUIP REPLACE FUND	-	2,183,548	21.35%
1,310,849	1,484,234	-	1,492,384			ENDING FUND BALANCE		-	

2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
FUND 33 FIRE & EMS EQUIP FEE REVENUES									
474,238	440,124	534,224	552,592	-	33-0000-300000	Beg F/B-Net Working Capital	-	453,383	-15.13%
142,511	140,856	139,000	142,000	-	33-0000-347000	Fire Truck Fees	-	140,000	0.72%
2,299	2,050	2,000	2,000	-	33-0000-361000	Interest Earned	-	2,000	0.00%
64,000	18,000	20,000	168,791	-	33-0000-390005	Transfer In-EMS	-	20,000	0.00%
-	-	-	-	-	33-0000-393010	Lease Proceeds	-	600,000	100.00%
683,048	601,030	695,224	865,383	-		TOTAL REVENUES	-	1,215,383	74.82%
FUND 2210 FIRE ADMINISTRATION									
-	-	200,000	-	-	33-2210-534000	Lease Payments	-	401,000	100.50%
-	-	200,000	-	-		Total Materials and Services	-	401,000	100.50%
242,924	48,438	440,000	412,000	-	33-2210-610000	Capital Outlay-Vehicle	-	50,000	-88.64%
-	-	-	-	-	33-2210-610500	Capital Outlay-Lease-GAAP	-	600,000	100.00%
242,924	48,438	440,000	412,000	-		Total Capital Outlay	-	650,000	47.73%
242,924	48,438	640,000	412,000	-	2210	TOTAL FIRE ADMINISTRATION	-	1,051,000	64.22%
FUND 9180 RESERVES									
-	-	55,224	-	-	33-9180-800000	Contingency	-	164,383	197.67%
-	-	55,224	-	-	9180	TOTAL RESERVES	-	164,383	197.67%
242,924	48,438	695,224	412,000	-	FUND 33	TOTAL FIRE & EMS EQUIP FEE	-	1,215,383	74.82%
440,124	552,592	-	453,383			ENDING FUND BALANCE		-	
FUND 34 CITY FACILITIES FUND REVENUES									
-	-	200,000	200,000	-	34-0000-390047	Transfer In - Water SDC	-	-	-100.00%
-	-	200,000	200,000	-		TOTAL REVENUES	-	-	-100.00%
FUND 5150 CAPITAL PROJECTS									
-	-	200,000	200,000	-	34-5150-731103	New Animal Shelter (City)	-	-	-100.00%
-	-	200,000	200,000	-	5150	TOTAL CAPITAL PROJECTS	-	-	-100.00%
-	-	200,000	200,000	-	FUND34	TOTAL CITY FACILITIES FUND	-	-	-100.00%
-	-	-	-			ENDING FUND BALANCE		-	
FUND 36 WASTEWATER FINANCED CIP'S REVENUES									
54,645	(0)	-	(146,586)	-	36-0000-300000	Beg F/B-Net Working Capital	-	-	0.00%
1,930,000	-	-	-	-	36-0000-393000	Loan Proceeds	-	-	0.00%
-	-	9,626,844	1,646,586	-	36-0000-393003	Interim Fin-WWTP CWSRLF	-	7,980,258	-17.10%
1,984,645	(0)	9,626,844	1,500,000	-		TOTAL REVENUES	-	7,980,258	-17.10%
FUND 5150 WASTEWATER CAPITAL PROJECTS									
11,978	-	-	-	-	36-5150-706358	WWTP Effluent Reuse Facility	-	-	0.00%
1,930,000	-	-	-	-	36-5150-706379	WWTP Exp Land Purchase(Baker Rock)	-	-	0.00%
-	146,585	3,371,844	1,000,000	-	36-5150-706400	WWTP RRE Ph 1 & 2 Design	-	2,000,000	-40.69%
-	-	6,255,000	500,000	-	36-5150-706401	WWTP RRE Construction	-	5,980,258	-4.39%
1,941,978	146,585	9,626,844	1,500,000	-	5150	TOTAL CAPITAL PROJECTS	-	7,980,258	-17.10%
FUND 9170 TRANSFERS									
42,667	-	-	-	-	36-9170-946000	Transfer Out-WW System Development	-	-	0.00%
42,667	-	-	-	-	9170	TOTAL TRANSFERS	-	-	0.00%
1,984,645	146,585	9,626,844	1,500,000	-	FUND 36	TOTAL WASTEWATER FINANCED CIP'S	-	7,980,258	-17.10%
(0)	(146,586)	-	0			ENDING FUND BALANCE		-	

2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
					FUND 39	WATER FINANCED CIP'S			
					REVENUES				
11,944	0	-	0	-	39-0000-300000	Beg F/B-Net Working Capital	-	-	0.00%
11,944	0	-	0	-		TOTAL REVENUES	-	-	0.00%
					5150	WATER CAPITAL PROJECTS			
3,553	-	-	-	-	39-5150-707588	WWTP Effluent Reuse Facility	-	-	0.00%
3,553	-	-	-	-	5150	TOTAL CAPITAL PROJECTS	-	-	0.00%
					9170	TRANSFERS			
8,391	-	-	-	-	39-9170-947000	Transfer Out-Water System Development	-	-	0.00%
8,391	-	-	-	-	9170	TOTAL TRANSFERS	-	-	0.00%
11,944	-	-	-	-	FUND 39	TOTAL WATER FINANCED CIP'S	-	-	0.00%
0	0	-	0			ENDING FUND BALANCE		-	
					FUND 42	STREET SYSTEM DEVELOPMENT FUND			
					REVENUES				
2,147,723	2,023,036	2,621,119	2,599,771	-	42-0000-300000	Beg F/B-Net Working Capital	-	2,179,192	-16.86%
247,660	408,690	100,000	330,000	-	42-0000-349002	Systems Development Fees	-	239,500	139.50%
450	499,534	-	-	-	42-0000-360000	Miscellaneous Revenues	-	-	0.00%
12,232	9,579	10,000	8,000	-	42-0000-361000	Interest Earned	-	7,000	-30.00%
20	1,926	-	2,097	-	42-0000-361001	Interest-Receiveables	-	2,000	100.00%
496	68,824	-	3,324	-	42-0000-363000	Assessment Installments	-	6,000	100.00%
-	-	-	-	-	42-0000-390001	Transfer In-General Fund	-	180	100.00%
2,408,581	3,011,589	2,731,119	2,943,192	-		TOTAL REVENUES	-	2,433,872	-10.88%
					5150	CAPITAL PROJECTS			
-	-	25,000	-	-	42-5150-790103	Street System Oversizing Reimbursement	-	-	-100.00%
-	-	25,000	-	-	9170	TOTAL CAPITAL PROJECTS	-	-	-100.00%
					9170	TRANSFERS			
385,545	411,818	1,567,500	764,000	-	42-9170-918000	Transfer Out-Street Cap Projects	-	231,000	-85.26%
385,545	411,818	1,567,500	764,000	-	9170	TOTAL TRANSFERS	-	231,000	-85.26%
					9180	RESERVES			
-	-	1,089,492	-	-	42-9180-800000	Contingency	-	2,153,745	97.68%
-	-	49,127	-	-	42-9180-810000	Contingency-Traffic Control Devices	-	49,127	0.00%
-	-	1,138,619	-	-	9180	TOTAL RESERVES	-	2,202,872	93.47%
385,545	411,818	2,731,119	764,000	-	FUND 42	TOTAL STREET SYSTEM DEV FUND	-	2,433,872	-10.88%
2,023,036	2,599,771	-	2,179,192			ENDING FUND BALANCE		-	
					FUND 43	STORMWATER SYSTEM DEVELOPMENT FUND			
					REVENUES				
368,295	365,231	393,670	401,954	-	43-0000-300000	Beg F/B-Net Working Capital	-	356,363	-9.48%
23,111	21,539	12,000	34,000	-	43-0000-349002	System Development Fees	-	239,500	1895.83%
2,137	1,629	1,500	1,200	-	43-0000-361000	Interest Earned	-	1,000	-33.33%
-	311	-	-	-	43-0000-361001	Interest-Receiveables	-	500	100.00%
-	16,626	-	809	-	43-0000-363000	Assessment Installments	-	1,500	100.00%
-	-	-	-	-	43-0000-390001	Transfer In-General Fund	-	134	100.00%
393,543	405,335	407,170	437,963	-		TOTAL REVENUES	-	598,997	47.11%
					5150	CAPITAL PROJECTS			
-	-	10,000	-	-	43-5150-790715	Storm System Oversizing Reimbursement	-	-	-100.00%
-	-	10,000	-	-	9170	TOTAL CAPITAL PROJECTS	-	-	-100.00%
					9170	TRANSFERS			
28,312	3,381	93,500	81,600	-	43-9170-904000	Transfer Out-Capital Projects	-	250,000	167.38%
28,312	3,381	93,500	81,600	-	9170	TOTAL TRANSFERS	-	250,000	167.38%
					9180	RESERVES			
-	-	289,436	-	-	43-9180-800000	Contingency	-	334,763	15.66%
-	-	14,234	-	-	43-9180-830000	Contingency-Payments in lieu	-	14,234	0.00%
-	-	303,670	-	-	9180	TOTAL RESERVES	-	348,997	14.93%
28,312	3,381	407,170	81,600	-	FUND 43	TOTAL STORM SYS DEV FUND	-	598,997	47.11%
365,231	401,954	-	356,363			ENDING FUND BALANCE		-	

2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
FUND 46 WASTEWATER SYSTEM DEVELOPMENT FUND									
REVENUES									
1,719,538	1,320,746	1,111,666	1,111,666	-	46-0000-300000	Beg F/B-Net Working Capital	-	1,414,715	27.26%
562,022	359,877	225,000	579,000	-	46-0000-349002	System Development Fees	-	531,500	136.22%
9,459	4,949	5,000	3,500	-	46-0000-361000	Interest Earned	-	3,000	-40.00%
424	1,153	300	400	-	46-0000-361001	Interest-Receiveables	-	260	-13.33%
1,638	1,634	1,500	1,621	-	46-0000-363000	Assessment Installments	-	1,500	0.00%
42,667	-	-	-	-	46-0000-390036	Transfer in-WW CIPs	-	-	0.00%
2,335,748	1,688,360	1,343,466	1,696,187	-		TOTAL REVENUES	-	1,951,629	45.27%
CAPITAL PROJECTS									
-	-	25,000	-	-	46-5150-790305	WW System Oversizing Reimbursement	-	-	-100.00%
-	-	25,000	-	-	5150	TOTAL CAPITAL PROJECTS	-	-	-100.00%
DEBT SERVICE - PRINCIPAL									
-	-	107,992	107,992	-	46-9150-608000	Loan: Effluent Reuse	-	112,193	3.89%
-	-	35,546	35,546	-	46-9150-698002	Loan: Fernwood Rd Pump Station	-	39,095	9.98%
-	-	143,538	143,538	-	9150	TOTAL PRINCIPAL	-	151,288	5.40%
DEBT SERVICE - INTEREST									
-	-	123,261	123,261	-	46-9160-608000	Loan: Effluent Reuse	-	120,022	-2.63%
-	-	14,673	14,673	-	46-9160-698002	Loan: Fernwood Rd Pump Station	-	12,984	-11.51%
-	-	137,934	137,934	-	9160	TOTAL INTEREST	-	133,006	-3.57%
-	-	281,472	281,472	-	9150/9160	TOTAL DEBT SERVICE	-	284,294	1.00%
TRANSFERS									
784,125	293,064	58,600	-	-	46-9170-904000	Transfer Out-Capital Projects	-	58,600	0.00%
230,877	283,630	-	-	-	46-9170-915000	Transfer Out-Proprietary Debt Service	-	-	0.00%
1,015,002	576,694	58,600	-	-	9170	TOTAL TRANSFERS	-	58,600	0.00%
RESERVES									
-	-	978,394	-	-	46-9180-800000	Contingency	-	1,608,735	64.43%
-	-	978,394	-	-	9180	TOTAL RESERVES	-	1,608,735	64.43%
1,015,002	576,694	1,343,466	281,472	-	FUND 46	TOTAL WASTEWATER SDC FUND	-	1,951,629	45.27%
1,320,746	1,111,666	-	1,414,715			ENDING FUND BALANCE		-	

2012-13 CITY OF NEWBERG BUDGET

ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED ACTUAL	FTE	ACCOUNT #	DESCRIPTION	FTE	PROPOSED 2012-13	PERCENTAGE CHANGE
FUND 47 WATER SYSTEM DEVELOPMENT FUND									
REVENUES									
2,344,685	1,994,333	1,476,358	1,476,357	-	47-0000-300000	Beg F/B-Net Working Capital	-	862,519	-41.58%
418,031	316,494	200,000	486,000	-	47-0000-349002	System Development Fees	-	465,500	132.75%
10,378	6,975	7,000	4,000	-	47-0000-361000	Interest Earned	-	4,000	-42.86%
4,559	3,690	2,800	-	-	47-0000-361001	Interest-Receivables	-	2,800	0.00%
2,917	100	-	-	-	47-0000-361004	Interest-Other Investments	-	-	0.00%
12,093	2,552	1,400	1,700	-	47-0000-363000	Assessment Installments	-	1,400	0.00%
-	-	22,266	22,266	-	47-0000-390001	Transfer In - General	-	23,412	5.15%
-	-	-	-	-	47-0000-390007	Transfer In - Water	-	437,541	100.00%
8,391	-	-	-	-	47-0000-390039	Transfer In - Water Financed CIP	-	-	0.00%
2,801,053	2,324,143	1,709,824	1,990,323	-		TOTAL REVENUES	-	1,797,172	5.11%
5150 CAPITAL PROJECTS									
-	-	25,000	-	-	47-5150-790510	Water System Oversizing Reimbursement	-	-	-100.00%
-	-	25,000	-	-	5150	TOTAL CAPITAL PROJECTS	-	-	-100.00%
9150 DEBT SERVICE - PRINCIPAL									
-	-	264,783	264,783	-	47-9150-606000	Loan: WTP Expansion	-	271,575	2.57%
-	-	71,924	71,924	-	47-9150-607000	Loan: Parallel River Line	-	75,921	5.56%
-	-	81,514	81,514	-	47-9150-608000	Loan: Effluent Reuse	-	84,687	3.89%
-	-	19,140	19,140	-	47-9150-698002	Loan: Fernwood Rd Pump Station	-	21,051	9.98%
-	-	437,361	437,361	-	9150	TOTAL PRINCIPAL	-	453,234	3.63%
9160 DEBT SERVICE - INTEREST									
-	-	240,580	240,580	-	47-9160-606000	Loan: WTP Expansion	-	229,989	-4.40%
-	-	66,786	66,786	-	47-9160-607000	Loan: Parallel River Line	-	63,910	-4.31%
-	-	93,041	93,041	-	47-9160-608000	Loan: Effluent Reuse	-	90,595	-2.63%
-	-	7,901	7,901	-	47-9160-698002	Loan: Fernwood Rd Pump Station	-	6,992	-11.50%
-	-	408,308	408,308	-	9160	TOTAL INTEREST	-	391,486	-4.12%
-	-	845,669	845,669	-	9150/9160	TOTAL DEBT SERVICE	-	844,720	-0.11%
9170 TRANSFERS									
2,302	-	93,000	82,135	-	47-9170-904000	Transfer Out-Capital Projects	-	350,000	276.34%
804,418	847,786	-	-	-	47-9170-915000	Transfer Out-Proprietary Debt Svc	-	-	0.00%
-	-	200,000	200,000	-	47-9170-934000	Transfer Out-City Facilities	-	-	-100.00%
806,720	847,786	293,000	282,135	-	9170	TOTAL TRANSFERS	-	350,000	19.45%
9180 RESERVES									
-	-	546,155	-	-	47-9180-800000	Contingency	-	602,452	10.31%
-	-	546,155	-	-	9180	TOTAL RESERVES	-	602,452	10.31%
806,720	847,786	1,709,824	1,127,804	-	FUND 47	TOTAL WATER SYSTEM DEV FUND	-	1,797,172	5.11%
1,994,333	1,476,357	-	862,519			ENDING FUND BALANCE		-	
60,908,363	58,868,970	68,482,882	61,172,053			GRAND TOTAL REVENUES		70,433,639	2.85%
37,783,520	34,864,271	68,482,882	36,342,082	158.75		GRAND TOTAL EXPENDITURES	152.45	70,433,639	2.85%
23,124,843	24,004,699	0	24,829,970			TOTAL ENDING FUND BALANCE		-	

Capital Outlay

<u>Department</u>	<u>Item</u>	<u>Description</u>	<u>Amount</u>	<u>Account Number</u>	<u>Total</u>
Finance	Capital Outlay	Utility Billing "All-in-One" Printer	\$ 1,000	31-1320-610000	
				Subtotal \$	1,000
Information Technology	Capital Outlay - Computers	Server / Computer inventory	\$ 40,000	32-1330-610100	
				Subtotal \$	40,000
Police	Capital Outlay	Patrol	\$ 15,000	01-2120-610000	
	Capital Outlay	Patrol Car	\$ 13,426	16-2120-610000	
	Capital Outlay	Patrol Car Lease - GAAP purposes	\$ 37,000	16-2120-610500	
	Capital Outlay - Vehicles	Patrol Vehicles	\$ 60,000	32-2110-610000	
	Capital Outlay - Equipment Replace	Misc Equipment	\$ 15,000	32-2110-610200	
	Capital Outlay - Forensic Equipment	Forensic Equipment	\$ 10,000	32-2110-610300	
				Subtotal \$	150,426
Fire	Capital Outlay	AEDs	\$ 27,000	05-2250-610000	
	Capital Outlay - Vehicle	Equipment for vehicles	\$ 50,000	33-2210-610000	
	Capital Outlay	Fire Pumper Lease - GAAP purposes	\$ 600,000	33-2210-610500	
				Subtotal \$	677,000
Communications	Capital Outlay - Other	911 Equipment	\$ 15,000	32-2310-610001	
				Subtotal \$	15,000
Library	Capital Outlay	School House Repairs	\$ 10,000	01-3120-610000	
	Capital Outlay	Children's Room Remodel	\$ 120,000	22-3110-610000	
				Subtotal \$	130,000
Planning	Capital Outlay	Available EDRLF Funds	\$ 200,000	14-4120-601000	
	Capital Outlay	Housing Authority Loans	\$ 70,217	14-4120-602000	
				Subtotal \$	270,217
Public Works	Engineering	Capital Outlay	Aerial photos	\$ 1,275	02-5112-610000
	Capital Outlay	Aerial photos	\$ 1,275	06-5113-610000	
	Capital Outlay	Aerial photos	\$ 1,275	07-5113-610000	
	Capital Outlay	Aerial photos	\$ 1,275	17-5113-610000	
	Capital Outlay	Computers	\$ 10,000	32-5110-610103	
Operations	Capital Outlay	Plant equipment - Wastewater	\$ 35,000	06-5131-610000	
	Capital Outlay	Plant equipment - Water	\$ 75,000	07-5141-610000	
	Capital Outlay - Operations Vehicle	4WD Truck for Springs	\$ 25,000	07-5141-610400	
	Capital Outlay	Crane Truck Lease - GAAP purposes	\$ 135,000	06-5131-610500	
Maintenance	Capital Outlay	Caterpillar / Sweeper / Vactor lease pmts	\$ 220,000	32-5110-610002	
	Capital Outlay	Computers	\$ 10,000	32-5110-610102	
	Capital Outlay	Vactor Lease - GAAP purposes	\$ 350,000	32-5110-610500	
	Capital Outlay	Repairs to City Facilities	\$ 30,000	32-5164-610000	
				Subtotal \$	895,100

* Capital Outlay is for items that cost more than \$1,000 and have a life of more than one year. Certain "replacement" accounts are savings accounts that accumulate money based on a depreciation schedule. These items are primarily for computer hardware and major software replacement or upgrades, rolling stock, and miscellaneous equipment.

FTE History

<u>FTE By Fund</u>	<u>2009-10</u>	<u>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>
General Fund				
Municipal Court	2.20	2.20	1.20	1.20
Police	36.50	36.50	36.50	36.50
Fire	19.56	19.56	18.92	18.92
Communications	7.50	7.50	7.50	7.50
Library	13.36	12.14	11.64	11.34
Planning	<u>5.45</u>	<u>5.20</u>	<u>4.20</u>	<u>4.20</u>
TOTAL	<u>84.57</u>	<u>83.10</u>	<u>79.96</u>	<u>79.66</u>
Street Fund				
Public Works	5.98	4.01	4.20	4.75
Emergency Medical Services				
Fire	6.60	6.60	7.24	7.24
Wastewater Fund				
Administration	0.25	0.41	0.41	0.25
Engineering	4.00	3.42	2.67	1.50
Operations	6.83	6.88	7.37	8.88
Maintenance	<u>6.08</u>	<u>6.24</u>	<u>5.99</u>	<u>4.50</u>
TOTAL	<u>17.16</u>	<u>16.95</u>	<u>16.44</u>	<u>15.13</u>
Water Fund				
Administration	0.25	0.39	0.39	0.25
Engineering	4.52	4.74	3.47	1.50
Operations	6.82	6.88	6.88	5.38
Maintenance	<u>6.84</u>	<u>6.98</u>	<u>6.98</u>	<u>5.50</u>
TOTAL	<u>18.43</u>	<u>18.99</u>	<u>17.72</u>	<u>12.63</u>
Building Inspection				
Building Inspection	4.20	4.20	2.30	1.80
9-1-1 Emergency				
Communications	2.00	2.00	2.00	2.00
Economic Development				
Planning	0.60	0.60	0.60	0.20

FTE History

<u>FTE By Fund</u>	<u>2009-10</u>	<u>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>
Public Safety				
Police	3.00	3.00	3.00	3.00
Stormwater				
Engineering	0.75	0.91	0.89	2.25
Maintenance	<u>3.83</u>	<u>4.40</u>	<u>3.65</u>	<u>3.75</u>
TOTAL	4.58	5.31	4.54	6.00
Administrative Support Services				
City Manager's Office	3.00	3.00	3.00	3.00
Finance	8.00	7.00	6.50	6.50
Information Technology	5.00	5.00	5.00	4.00
Legal	4.30	4.30	4.00	4.30
Public Works - Fleet & Facilities	<u>2.50</u>	<u>2.50</u>	<u>2.25</u>	<u>2.25</u>
TOTAL	22.80	21.80	20.75	20.05
CITY TOTAL	169.92	166.56	158.75	152.45
<u>Summary of FTE by Department</u>	<u>2009-10</u>	<u>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>
General Government	-	-	-	-
City Manager's Office	3.00	3.00	3.00	3.00
Finance	8.00	7.00	6.50	6.50
Information Technology	5.00	5.00	5.00	4.00
Legal	4.30	4.30	4.00	4.30
Court	2.20	2.20	1.20	1.20
Police	39.50	39.50	39.50	39.50
Fire	26.16	26.16	26.16	26.16
Communications	9.50	9.50	9.50	9.50
Library	13.36	12.14	11.64	11.34
Planning & Building Inspection	10.25	10.00	7.10	6.20
Public Works	<u>48.65</u>	<u>47.76</u>	<u>45.15</u>	<u>40.75</u>
CITY TOTAL	169.92	166.56	158.75	152.45
FTE per 1,000 Population	7.84	7.46	7.11	6.79

Compensation Package

Department/Position	FTE	Monthly Wage	
		Low	High
City Council			
Sergeant of Arms*		16.73	16.73
City Manager's Office			
City Manager	1.00	10,051	10,051
HR Manager	1.00	4,478	5,715
City Recorder	1.00	4,368	5,574
Minute Recorder*		17.00	17.00
Subtotal	3.00		
Finance			
Finance Director	1.00	7,541	7,541
Assistant Finance Director	1.00	4,478	5,715
Financial Analyst*	0.50	27.13	34.63
Accounting Clerk 2/Utility Billing	3.00	3,045	3,886
Utility Billing Assistant	1.00	2,707	3,455
Subtotal	6.50		
Information Technology			
Information Technology Director	1.00	7,416	7,416
Information Tech	3.00	3,553	4,536
Subtotal	4.00		
Legal/Court			
City Attorney	1.00	10,717	10,717
Sr. Paralegal	1.00	4,611	5,885
Secretary PT*	0.60	16.19	20.66
Assistant to Prosecutor/Paralegal (PT)*	0.70	20.75	26.48
Judge	0.20	2,700	2,700
Code Enforcement	1.00	3,262	4,163
Court Clerk	1.00	3,597	4,591
Bailiff*		16.73	16.73
Subtotal	5.50		

* Hourly Wage

Compensation Package

Department/Position	FTE	Monthly Wage	
		Low	High
Police			
Police Chief	1.00	9,214	9,214
Captain	2.00	5,936	7,577
Sergeant	5.00	4,851	6,192
Police Officer	7.00	4,004	5,111
Police Officer - Intermediate	5.00	4,204	5,366
Police Officer - Advanced	11.00	4,414	5,635
Police Officer/Detective - Intermediate	3.00	4,415	5,635
Police Officer/Detective - Advanced	1.00	4,635	5,917
Support Services Manager	0.50	4,368	5,574
Administrative Assistant	1.00	3,597	4,591
Animal Control	1.00	3,232	4,125
Records/Evidence Clerk	2.00	2,932	3,741
Subtotal	39.50		
Communications			
Support Services Manager	0.50	4,368	5,574
Dispatch Supervisor	1.00	3,722	4,749
Dispatcher	5.00	2,932	3,741
Dispatcher - Advanced	3.00	3,232	4,125
Subtotal	9.50		
Fire			
Fire Chief	1.00	8,714	8,714
Division Chief	3.00	5,231	6,677
Lieutenant/Paramedic	6.00	5,310	6,777
Firefighter/Paramedic	9.00	4,618	5,893
Firefighter - Full-time	3.00	4,199	5,358
Firefighter* - Part-time	2.56	18.83	24.03
Department Support Manager	1.00	3,597	4,591
EMS Secretary*	0.60	16.39	20.92
Work Coop*		8.60	10.50
Subtotal	26.16		

* Hourly Wage

Compensation Package

Department/Position	FTE	Monthly Wage	
		Low	High
Library			
Library Director	1.00	7,062	7,062
Assistant Library Director	1.00	4,048	5,166
Department Support Manager	1.00	3,597	4,591
Senior Librarian	1.00	3,722	4,749
Librarian PT*	1.50	17.57	22.43
Library Assistant	1.00	2,707	3,455
Library Assistant PT*	2.26	14.84	18.94
Library Clerk PT*	1.75	13.50	17.23
Library Clerk Subs*	0.58	13.50	17.23
Library Shelver*	0.25	7.66	9.77
Subtotal	11.34		
Planning & Building Inspection			
Planning & Building Director	1.00	7,062	7,062
Building Official	1.00	4,927	6,288
Economic Development Coord.	1.00	4,198	5,357
Building Inspector/Plans Examiner*		40.00	40.00
Associate Planner*	0.80	23.35	29.81
Assistant Planner*	0.80	21.47	27.41
Planning Secretary*	0.80	18.82	24.02
Permit Technician*	0.80	18.82	24.02
Office Assistant*		17.50	17.50
Subtotal	6.20		

* Hourly Wage

Compensation Package

Department/Position	FTE	Monthly Wage	
		Low	High
Public Works			
Public Works Director	1.00	7,774	7,774
Engineer Manager	1.00	6,466	6,789
Maintenance Superintendent	1.00	4,927	6,288
Operations Superintendent	1.00	4,927	6,288
Senior Engineer	1.00	4,903	6,257
Civil Engineer	1.00	4,951	6,320
TS Supervisor	2.00	4,198	5,357
Environmental Supervisor	1.00	4,198	5,357
CIP Program Administrator	1.00	4,048	5,166
Engineering Tech 2	1.00	3,906	4,984
Environmental Specialist	1.00	3,906	4,984
GIS Analyst	1.00	3,906	4,984
Treatment Systems Senior Operator	3.00	3,906	4,984
Regulation Compliance Specialist	1.00	3,906	4,984
Senior Crew Chief	1.00	3,906	4,984
Fleet Maint Supervisor	1.00	3,906	4,984
Senior Mechanic	1.00	3,906	4,984
Crew Chief	2.00	3,722	4,749
Pretreatment Technician	1.00	3,722	4,749
Treatment Systems Operator 2	2.00	3,553	4,536
Mechanic/Laborer 2	1.00	3,390	4,327
Laborer 2	4.50	3,390	4,327
Meter Reader	0.50	3,390	4,327
Facilities Maintenance Supervisor	1.00	3,390	4,327
Treatment Systems Operator 1	1.00	3,241	4,137
Laborer 1	5.00	3,241	4,137
Facilities Maintenance	1.00	3,045	3,886
Secretary 2 FT	1.00	2,841	3,626
Secretary 2 PT*	0.75	16.19	20.66
Summer Help*		12.00	12.00
Subtotal	40.75		
GRAND TOTAL	152.45		

* Hourly Wage

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CITY OF NEWBERG

Description of Funds

The City has numerous funds which are described below. The funds are grouped together first by governmental type or business type, then by type of fund and finally into individual funds.

Governmental Type:

Description of Major Funds

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|----|---------------------|--|
| 01 | General | Accounts for financial resources from taxes (property, franchise, and transient lodging), intergovernmental revenues (grants and intergovernmental agreements), licenses and fees, court fines and forfeitures, transfers and interest earnings. This fund finances most of the major activities of the City: police, fire, communications, court, library, and planning. |
| 02 | Street | Accounts for State shared gas tax revenues required by State law to be accounted for separately. Expenditures are for the maintenance, repair, and surfacing of City streets. In 2011, the State increased gas taxes and fees by six cents, which is intended to help repay the debt to be taken out on the proposed Newberg-Dundee bypass and to provide additional revenue for pavement rehabilitation projects. |
| 08 | Building Inspection | Accounts for building inspection fees to enforce the State Building Codes. |

Special Revenue Funds

These funds account for the receipt of revenues that have been restricted or committed for specific activities.

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|----|------------------|--|
| 03 | Civil Forfeiture | Accounts for funds received in police seizures in federal and state cases. May only be used for Police services. |
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|----|-------------------------|--|
| 13 | 9-1-1 Emergency | Accounts for revenues from the State of Oregon 9-1-1 telephone excise tax and for expenditures related to operating the emergency telephone system by the Police Department. Expenditures are restricted by State law. |
| 14 | Economic Development | Accounts for grants and loan proceeds for business revolving loans and affordable housing mortgages. It also accounts for business license fees. |
| 16 | Public Safety Fee | The City Council approved the proposal of the Public Safety Fee for adding 3 police officers in 2009. The revenues are collected monthly from utility customers. |
| 22 | Library Gift & Memorial | Accounts for donations received from individuals who wish to contribute toward specific items needed for the Library. |
| 23 | Cable TV | Accounts for money received from the cable television provider for educational training and technology. |

Capital Projects Funds

These funds account for the acquisition of capital facilities. Revenues may be derived from bond proceeds, interfund transfers, donations or grants.

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|----|--------------------------|---|
| 18 | Street Capital | All Street capital projects have been budgeted in this fund. Revenues are derived from transfers from the Street Fund, Street Systems Development Charge Fund, grants, and bond proceeds. |
| 24 | Animal Shelter | Accounts for donations and other resources to replace the City's animal shelter. |
| 33 | Fire & EMS Equipment Fee | Accounts for receipts of the Fire & EMS Equipment fee included on the monthly utility bill. On June 21, 2004 the City Council passed a resolution continuing the Fire & EMS Equip fee. |
| 34 | City Facilities | Accounts for receipt of an interfund loan to finance a portion of the construction costs for the new animal shelter facility. |

42	Street System Development	Accounts for receipts of revenues from street systems development charges and traffic control devices.
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Debt Service Funds

These funds account for the payment of principal and interest on long-term debt.

09	Debt Service	Accounts for revenues from property taxes and transfers that are expended for the retirement of the Public Safety Building and Fire facilities general obligation debt, and City Hall Certificate of Participation.
10	City Hall	Accounts for the City Hall fee dedicated to City Hall bond payments.
15	Proprietary Debt	Previously accounted for revenues from user fees and systems development charges which were expended for the retirement of wastewater and water debt. Now these are expended in the utility operating and SDC funds.

Business Type:

Operating Funds

These funds account for business-type activities which are self-supported by user charges.

05	Emergency Medical	Accounts for revenue received from providing emergency medical services and its related expenditures.
06	Wastewater	Accounts for wastewater collection and treatment. Revenues are derived from monthly user fees and operating expenditures are for personnel, materials and services, capital outlay, debt service, and interfund transfers to replacement reserves and capital projects.

- 07 Water Accounts for water treatment and distribution from source of supply. Revenues are derived from monthly user fees and operating expenditures are for personnel, materials and services, capital outlay, debt service, and interfund transfers to replacement reserves and capital projects.
- 17 Stormwater Accounts for the collection and treatment of stormwater. Operating expenditures are for personnel, materials and services, capital outlay, reserves and interfund transfers to capital projects.

Capital Projects Funds

These funds account for the acquisition of capital facilities and other capital assets. Revenues may be derived from bond proceeds, interfund transfers, donations or grants.

- 04 Capital Projects This fund was established in 1990-91. All utility related capital projects have been budgeted in this fund to better account for these projects. Revenues are derived from transfers from other funds and grants.
- 26 Wastewater Replacement & Reserve Accounts for depreciation of the existing system. The money in this fund is being reserved for future improvements.
- 27 Water Replacement & Reserve Accounts for depreciation of the existing system. The money in this fund is being reserved for future improvements.
- 36 Wastewater Financed CIP's Accounts for receipt of interim financing or bond proceeds for wastewater construction projects.
- 39 Water Financed CIP's Accounts for receipt of interim financing or bond proceeds for water construction projects.
- 43 Stormwater Systems Development Accounts for receipt of revenues derived from the stormwater system development charge. Expenditures are interfund transfers to capital projects and reserves for future capital improvement projects related to growth.

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|----|--------------------------------|--|
| 46 | Wastewater Systems Development | Accounts for receipt of revenues derived from the wastewater system development charge. Expenditures are interfund transfers to capital projects, debt service and reserves for future capital improvement projects related to growth. |
| 47 | Water Systems Development | Accounts for receipt of revenues derived from the water systems development charge. Expenditures are interfund transfers to capital projects, debt service and reserves for future capital improvement projects related to growth. |

Internal Service Type:

Internal service funds account for the financing of goods and services provided by one department to all other departments on a cost reimbursement basis.

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|----|---------------------------------|---|
| 31 | Administrative Support Services | Accounts for general overhead costs, including City Manager, Human Resources, City Recorder, Emergency Management, Finance, General Office, Information Technology, Legal, Fleet, Facilities and Insurance. |
| 32 | Vehicle/Equipment Replacement | Accounts for the replacement of computers, equipment and vehicles. |

Glossary of Common Budget Terms

Accrual Accounting:	The approach for identifying the availability of resources, the commitment and use of funds, and the consumption or application of resources. The City uses modified accrual accounting for all but the enterprise and internal service funds and full accrual for these funds.
Administration:	The group of departments that include City Manager's Office, Human Resources, City Recorder, Finance, Information Technology, and Legal.
Adopted Budget:	The budget as finally adopted by the City Council. It represents the financial plan of the City which forms the basis and limits for appropriations for the fiscal year.
Approved Budget:	The approved budget is the budget recommended by the Budget Committee and is reviewed by the City Council prior to adoption.
Appropriation:	The legal authorization granted by the City Council to spend public funds.
ASA:	Ambulance Service Area which is designated by the County.
Assessed Value:	The value set by the County Assessor on real and personal taxable property as a basis for levying taxes.
Audit:	A review of City accounts by an independent auditing firm to substantiate year-end fund balances, reserves and cash in hand.
Bonds:	A written promise to pay a sum of money, called principal or face value at a future date, called the maturity date, along with periodic interest paid at a specified percentage of the principal (interest rate). Bonds are typically used to finance long-term capital improvements.
Budget Committee:	A panel of citizens consisting of the City Council and an equal number of lay members responsible for the review and recommendation of the annual budget.

Budget Message:	An explanation, prepared by the City Manager, of the principal budget items, an outline of the City's experience and its current financial status, and recommendation regarding the proposed budget.
Budget Officer:	Person appointed by the City Council to be responsible for assembling the budget. For the City of Newberg, the City Manager serves this role.
Budget Resolution:	The budget is adopted each year by the City Council through passage of a resolution. This budget resolution is the guiding document for compliance with budget law and for any necessary adjustments during the fiscal year.
CAFR:	This term stands for Comprehensive Annual Financial Report.
Capital Budget:	The City's budget for projects for major repairs, improvements or additions to the City's capital assets, such as streets, sidewalks, traffic signals, water system, wastewater system, stormwater system, or buildings.
Capital Outlay:	An object classification which includes items with a useful life of one or more years, such as machinery, land, furniture, computers, or other equipment, and which cost more than \$1,000.
Capital Projects:	An object classification which includes major capital improvement projects generally related to the streets, water system, wastewater system, stormwater system, and facilities.
Cash Working Capital:	Funds which allow the City to meet current cash flow requirements, shortfalls in revenues or unexpected demands until tax revenues or other major revenues are available.
CDBG:	This stands for Community Development Block Grant, which is a federal grant program administered by the State.
Contingency:	A special amount set aside for necessary, unforeseen, and unplanned expenses. Contingencies may not be spent without City Council approval via a transfer resolution or supplemental budget.

Debt Ratio:	Total debt divided by total assets and used by Finance to assess fiscal health, internal controls, etc.
Debt Service:	The payment of general long-term debt, consisting of principal and interest payments.
Department:	An organizational unit of the City.
EDRLF:	Economic Development Revolving Loan Fund.
EMS:	Emergency Medical Services.
Expenditure:	The actual payment for goods and services.
Fiscal Year:	The twelve months between July 1 and June 30 of the following year.
Fund:	A fiscal and accounting entity with balancing revenues and appropriations.
Franchise Fee:	A fee charged each year to utilities as a payment in lieu of permit fees for the use of City streets. The fee is generally based on a percentage of gross revenues.
FTE:	An abbreviation for full-time equivalent employees. Staffing levels are measured in FTE to give consistent comparisons from year to year.
GAAP:	Generally accepted accounting principles as determined through common practice or as promulgated by the Government Accounting Standards Board, Financial Accounting Standards Board, and various other accounting standard setting bodies.
Indicators:	A desired output oriented accomplishments which can be measured and achieved within a given period of time. The achievement of the indicator advances the program and organization toward accomplishing goals.
Materials, and Services:	An object classification which includes contractual and other services, materials and supplies, and other charges.

Nondepartmental Budget:	Parts of the budget composed of Administrative Support Service charges and fiscal transactions, interfund transfers, reserves, contingency, unappropriated fund balances, insurance premiums and debt service payments.
NPDES:	National Pollutant Discharge Elimination System program which the City annually meets the requirements for its discharge into the Willamette River.
Operating Budget:	The portion of the budget which covers the day-to-day costs of the City including personnel services, materials and services, and capital outlay.
PERS:	Oregon Public Employees Retirement System (also referred to as O-PERS).
Personnel Services:	The object classification for costs associated with employees, including salaries, overtime and fringe benefit costs.
Program:	Some departments are divided into programs for better management and tracking of resources (both dollars and personnel).
Proposed Budget:	The proposed budget is the one proposed by the City Manager and is reviewed by the Budget Committee.
Reserves:	An accumulation of funds for a specific future purpose. Reserves may only be spent during the fiscal year with City Council approval through a transfer resolution or a supplemental budget.
Resources:	Total funds available which include the estimated balances on hand at the beginning of the fiscal year plus all revenues anticipated being collected during the year.
Revenue:	Monies received during the year to finance City services. Categories include: property taxes, franchise fees, license and fees, charges for services, revenues from other governmental agencies, fines and forfeitures, and transfers.
Special Assessments:	A way to finance a local improvement which allows property owners to pay the City back over time. Special assessments may be bonded through a special bond or financed internally by the City.

Stormwater	Run-off from rain water which is directed to a separate pipe and drainage system.
Supplemental Budget:	An amendment to the adopted budget that is prepared to meet unexpected needs or to appropriate revenues not anticipated at the time the budget was adopted. The supplemental budget may not increase the tax levy.
Tax Levy:	The total amount of property taxes required by the City to meet requirements.
Tax Rate:	The amount of tax stated in terms of a unit, for example, \$4.3827 per \$1,000 of assessed value of taxable property.
Transfer:	An amount distributed from one fund to finance activities in another fund. It is shown as an expenditure in the originating fund and a revenue in the receiving fund.
Unappropriated Fund Balance:	An amount set aside to be used as cash carryover for the next fiscal year's budget. This amount cannot be used under any circumstance in the current fiscal year except under very specific conditions which are set out in State law.
Working Capital:	The amount carried over from year to year. It is based on the difference between estimated revenues to be received and the estimated amount expected to be spent.
WTP:	Water Treatment Plant.
WWTP:	Wastewater Treatment Plant.