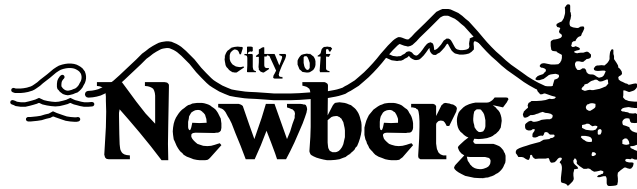


# 2018-19 Adopted Budget





# **2018-19 ADOPTED BUDGET**

## **Members of the Budget Committee**

### **Mayor & Council Members:**

Bob Andrews (Mayor)  
Denise Bacon  
Mike Corey  
Scott Essin  
Patrick Johnson  
Stephen McKinney  
Matt Murray

### **Appointed Members:**

Beth Koschmann (Chair)  
Miles Baker (Vice Chair)  
Helen Brown  
Jack Reardon  
Brad Sitton  
Lon Wall  
Vacant

### **City Manager**

Joe Hannan

### **Finance Director**

Matt Zook

### **Department Heads**

David Brooks, Information Technology Director  
Brian Casey, Police Chief  
Leah Griffith, Library Director  
Jay Harris, Public Works Director  
Doug Rux, Community Development Director  
Truman Stone, City Attorney

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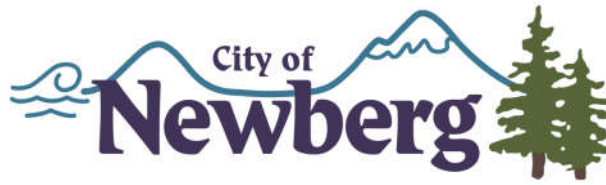


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# BUDGET OVERVIEW

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## **Fiscal Year 2018-19 Budget Message**

Members of the Budget Committee:

On behalf of the Management Team and the Finance Department staff, I am pleased to present to you the City's annual 2018-19 Proposed Budget. The total City budget for all funds is \$93,039,631, a 6.6% decrease from the current 2017-18 City budget. Total appropriations (legal authorization to spend) are \$ 77,668,937. The City's budget is a balanced budget as required under Oregon budget law.

The City has a permanent rate tax limit of \$4.3827 per \$1,000 of assessed value. Assessed valuation for the City of Newberg is anticipated to increase to approximately \$1,934,968,674, or 4.3%, from the 2017-18 assessed value. As a result of the annexation vote to transfer fire and emergency medical services from the City to Tualatin Valley Fire & Rescue (TVF&R), the budget proposes a levy of \$2.50, a reduction of \$1.88 from the 2017-18 levy.

The budget includes reduction of \$1.88 per \$1,000 of assessed value in property taxes.

4% increase in water rates, 3.5% increase in wastewater rates, and 9% increase in stormwater fees, effective January 1, 2019.

To accomplish a balanced budget in the General Fund, \$1.37 million is committed from reserves, leaving a General Fund budget reserve of \$2.3 million or 18.7%. An increase of the City water, wastewater, and stormwater privilege taxes by 2% is assessed.

The 2018-19 budget is committed to:

- Public Safety Modernization
- Infrastructure Preservation
- A response to growth in infrastructure and future planning
- Personnel
- Council Priorities

### **Public Safety Modernization**

#### Communications Upgrade

The budget provides for the first of ten payments to fully fund the upgrade of the Newberg Dundee Police Department's radio communication system that enables them to communicate with other agencies and participate in mutual aid with federal, state, and most other Oregon cities to respond in emergencies. The upgrade to state-of-the-art communications will:

- Enhance officer safety and communications on the street by eliminating dark spots in Newberg and Dundee,
- Allow continued communication with neighboring police and fire agencies during response and disaster situations, and
- Allow residents the ability to text to 911.

#### Public Safety Change – Fire Department

The July 1, 2018 transfer of fire and emergency medical services from the Newberg Fire Department to Tualatin Valley Fire & Rescue (TVF&R) will insure the highest quality of emergency medical and fire protection in the state at a cost less expensive than the City could provide. Generally, business and residential fire insurance bills have also gone down due to

an upgrade of the fire rating from ISO3 to ISO2. The City's tax rate will be reduced by \$1.88 per thousand as the service annexes to TVF&R.

## **Infrastructure Preservation**

The budget provides funding for updating and completing master plans and/or implementing recommendations to preserve and enhance our street, water, wastewater, and stormwater systems. Some of the significant projects for 2018-19 include:

### **Streets**

- \$897,000 in pavement rehabilitation:
  - \* Haworth from Villa Road to Springbrook Road
  - \* Hayes Street from Springbrook Road to Providence Drive
  - \* Fifth Street from River Road to Wynooski Street
  - \* Fourth Street from River Road to Wynooski Street
  - \* Wynooski Street from Fourth Street to Seventh Street
  - \* Edgewood
  - \* Melody Court
  - \* Valeri
  - \* Lewis Court
- College Street Bike Lanes and Sidewalks: In partnership with the Oregon Department of Transportation, extending bike lanes and sidewalks from Aldercrest to Foothills Drive.
- Villa Road - Haworth to Park Lane: Construction of a full width street with curbs, sidewalks, and bike lanes. This is the final phase of the improvement project.
- Crestview Drive - Springbrook Road to Highway 99: Completion of a critical east/west linkage of the City's residential areas, agri-tourism (Allison Inn), and largest employer (A-dec). Includes curbs, gutters, and sidewalks that also expand the City's pedestrian and bike system. \$5 million project funded by \$1.1 million from the City, \$740,000 in a State grant, and \$3.16 million from developers.
- Elliott Road from Portland Road to High School: First year of a three-year project to install sidewalks and bike lanes and improve drainage.

### **Water**

- Upgrade fire flow to George Fox University with 8" water mains.
- Extend waterline to Chehalem Drive (and farther north depending upon grant success) responding to growth as well as addressing well water failures in the area.
- College Street Waterline Relocation: In partnership with Oregon Department of Transportation, the project relocates a waterline while also facilitating the extension of sidewalks and bike lanes to the northern portion of the City.
- New water valve installations along College Street to minimize flooding in the event of a waterline break.
- Study new water sources on the north side of Willamette River for current emergency response and future growth needs.
- Evaluate seismic hazards at City water treatment plant and transmission lines.

### **Wastewater**

- Sewer main extended to Columbia Drive from Highway 240 in Chehalem Drive.
- Continued reduction of water inflow and infiltration.
- Replace Dayton Avenue pump station.
- Fernwood and Creekside lift stations improved through coating and water sealing.

## **Growth Response**

- Planning: Funds provided for urban renewal feasibility study and plan that could provide needed funding to implement the master plans for downtown and Riverfront (under development) and in the downtown area for the West End Mill District and Second Street redevelopment.
- Planning and Economic Development: Funds provided for downtown traffic study that will facilitate further improvement of the downtown core as well as provide critical information that could be used to recruit a hotel to the downtown which would fulfill goals of the Downtown Improvement Plan as well as the tourism strategy.
- Planning funds for a Resource Assistance for Rural Environments (RARE) program participant through the University of Oregon dedicated to facilitating a community visioning process under the direction of City's Community Development Director.

## **Personnel**

2.0% COLA to allow the City to retain seasoned and skilled employees while decreasing the threat of employees going to large agencies with higher salaries (lose investment in employee training and experience - planning and community development). No additional positions are proposed and employees will meet increased demands from growth with existing staff.

## **Council Priorities**

The 2018-19 proposed budget is built to address maintaining quality services and implementing Council strategic priorities first established in 2016 and continuing through 2019. The budget provides resources for the priorities as follows:

1. Maintain State-of-the-art dispatch: Fully funds first of ten annual payments for public safety communications upgrade.
2. Repair and maintain City's sidewalks and streets. Builds on City's Pavement Maintenance Plan with commitment to new street construction and major pavement rehabilitation.
3. Facilitates annexation to Tualatin Valley Fire & Rescue accomplished 7/1/18.
4. Utilize technology to improve and economize City services: maintain current infrastructure while serving as a placeholder for discussion and approval of information services master plan.
5. Complete 5-year Financial Plan: For the second year, the budget has been crafted with a new five-year financial planning and budgeting tool.
6. Expand the Urban Growth Boundary: The Community Development Department is funded and committed to the ongoing process of requesting expansion of our urban growth boundary.
7. Encourage Affordable Housing: With full staffing of the Community Development Department, City will continue implementation of Council/Community Affordable Housing strategy.
8. Develop a Riverfront Master Plan: Budget (including State grant) funds Community Development staff that will facilitate an 18-month process of developing the Riverfront Master Plan.
9. Implement Emergency Preparedness and Response Program: Budget provides ongoing staff support and critical seismic safety studies of water plan and transmission lines but does not provide additional funds for emergency preparedness and response.
10. Implement Newberg Economic Development Strategy: Budget funds Community Development staff to work with community partners on the Economic Development Strategy, and lodging tax funds provide additional support of development strategies for tourism.
11. Complete Community Visioning: Budget provides funds for a RARE participant through the University of Oregon to assist City staff and community groups to initiate community vision and complete a visioning program.
12. Improve Transit System in Newberg: Budget provides continued partnership funding with Yamhill County Transit Area.

## Challenges

- Paying for Police communications upgrade.
- Rising cost of personnel.
- Limitations on sources of revenue (property tax limitations to 3% annual) for future budgets.

## 2018 into 2019

The community was safer and growing in 2018 and continues to demonstrate positive growth in community wealth, population, and public and private investment.

The long-anticipated Bypass was opened in the winter, and there was an immediate change as trucks and cars were diverted from the downtown to the Bypass. The process of reclaiming the downtown began.

Newberg was crowned as one of Oregon's six safest cities. The budget will insure the community's investment in public services and infrastructure is maintained.

The City changed with more residents and anticipates more new residents in the summer of 2018 through summer of 2019. Newberg grew through annexations that brought new land to accommodate housing demands, and major public improvements are being made.

2018-19 will be another year of significant change as major improvements continue at Providence Newberg Medical Center, George Fox University, and the downtown. The development of major housing additions are expected at Springbrook Properties, residential development (across from Providence Newberg Medical Center), and in several new subdivisions scattered throughout the northern and western edges of the City.

Investments detailed in this budget, when approved by the Budget Committee and City Council, strengthen the organization, facilitate continued community growth, and insure the delivery of quality services to our citizens.

Respectfully submitted,



Joe Hannan  
City Manager

## 2018-19 Budget - All Funds Summary

Fund	Fund No.	Beginning Fund Balance	RESOURCES		REQUIREMENTS		ENDING FUND BALANCE	
			Revenues	Transfers In	Expenditures	Transfers Out	Contingencies	Reserves
General	01	3,683,915	10,202,997	717,324	11,871,518	424,736	1,207,981	1,100,000
Street	02	669,164	2,992,830	-	1,450,834	1,256,000	955,160	-
Civil Forfeiture	03	23,432	300	-	23,732	-	-	-
Public Works Capital Projects	04	-	-	5,724,000	5,724,000	-	-	-
Wastewater	06	10,336,315	8,367,963	-	8,348,842	1,644,500	1,980,661	6,730,275
Water	07	10,196,690	6,036,352	36,982	4,531,367	2,736,774	2,180,442	6,821,441
Building Inspection	08	1,291,113	640,819	-	678,588	16,810	1,236,534	-
Debt Service	09	46,455	526,710	502,917	1,024,373	-	-	51,709
City Hall Fee	10	612,158	-	-	436,778	105,914	69,466	-
911 Tax	13	12,722	222,773	-	220,431	-	15,064	-
Economic Development	14	600,377	289,510	-	741,155	4,828	143,904	-
Public Safety Fee	16	123,477	538,052	-	575,310	-	86,219	-
Stormwater	17	423,117	1,664,691	-	1,424,885	111,000	551,923	-
Streets Capital Projects	18	175,291	6,500	3,837,400	3,837,400	-	-	181,791
Transient Lodging Tax	19	498,042	1,107,733	-	885,375	717,324	3,076	-
Governmental Capital Projects	21	1,896,695	-	-	1,896,695	-	-	-
Library Gift, Memorial, and Grant	22	65,180	136,000	-	170,000	-	31,180	-
Cable TV	23	16,491	200	-	16,691	-	-	-
Administrative Support Services	31	378,937	5,076,088	-	5,168,591	3,362	283,072	-
Vehicle/Equipment Replacement	32	1,699,238	1,261,055	16,412	2,976,705	-	-	-
Street Systems Development	42	2,287,121	1,394,800	-	-	2,604,000	1,077,921	-
Stormwater Systems Development	43	107,416	42,500	-	-	9,000	126,682	14,234
Wastewater Systems Development	46	4,971,041	820,000	-	209,987	1,450,500	4,130,554	-
Water Systems Development	47	223,123	324,500	249,713	797,336	-	-	-
<b>Total</b>		<b>40,337,511</b>	<b>41,652,373</b>	<b>11,084,748</b>	<b>53,010,592</b>	<b>11,084,748</b>	<b>14,079,841</b>	<b>14,899,450</b>

Total Budget    \$ 93,074,631



## Property Tax Revenues Summary

The City of Newberg has a permanent ad valorem property tax rate of \$4.3827 per \$1,000 of Assessed Value. In November 2017, Newberg voters approved a charter amendment in conjunction with the July 1, 2018 annexation of the City with Tualatin Valley Fire & Rescue that prohibited the City from levying more than \$2.50 of the permanent rate commencing with the City's 2018-19 fiscal year. Beginning in 2019-20, and each year thereafter, the City may increase the tax rate limit by 3% of the prior year's limit. This limit may be exceeded if authorized by a measure approved by the voters.

The following table illustrates three years of historical actuals, the 2017-18 projection, and the 2018-19 budget. The City used an estimate of 4.3% growth in assessed value to prepare the FY18-19 budget, which reflects the maximum 3% increase in taxable assessed value plus an estimate growth rate of 1.3%. The assumed collection rate of the tax levy in the year the taxes are levied is 93.01%, which is the result of allowed early payment discounts plus non-paying accounts. The total taxes to be received represents the General Fund Current Year Property Tax revenues.

The City used to levy for general obligation bonded debt for the 1997A Public Safety Building and 1998 Fire Facilities bonds. These bonds were paid in full in 2016-17, so the City no longer levies these taxes.

	Actual 2015-16	Actual 2016-17	Projected 2017-18	Budget 2018-19
Prior Year Assessed Value	1,627,595,461	1,696,556,938	1,780,615,477	1,855,195,227
Change in Value	68,961,477	84,058,539	74,579,750	<i>79,773,395</i>
Assessed Value (AV)	1,696,556,938	1,780,615,477	1,855,195,227	<i>1,934,968,622</i>
Assessed Value Growth Rate	4.24%	4.95%	4.19%	<i>4.30%</i>
Tax Rates				
Permanent Tax rate (per \$1,000 of Assessed Value)	4.3827	4.3827	4.3827	2.5000
Bonded Debt Tax rate (per \$1,000 of Assessed Value)	0.2505	-	-	-
Total Rate	4.6332	4.3827	4.3827	2.5000
Tax Dollars				
Permanent Tax Amount Levied (AV÷1000×Tax Rate) - GENERAL FUND	7,435,500	7,803,903	8,130,728	<i>4,837,422</i>
Bonded Debt Tax Amount Levied (AV÷1000×Tax Rate) - DEBT SERVICE FUND	425,000	-	-	-
Additional Adjustments, Taxes and Penalties	4,160	53,205	-	-
Total Taxes to be Received	7,864,660	7,857,108	8,130,728	4,837,422
Taxes Anticipated to be received in 2017-18 and 2018-19			<i>7,562,424</i>	<i>4,499,286</i>
Collection Rate (Taxed Rec'd÷Amt Levied)			<i>93.01%</i>	<i>93.01%</i>

Numbers in *italics* represent estimates

## City-Wide Financial Overview

	ADOPTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>RESOURCES</b>					
Beginning Fund Balances	37,053,219	40,297,511	40,297,511	40,337,511	8.9%
Property Taxes	7,861,660	4,789,016	4,789,016	4,789,016	-39.1%
Other Taxes	2,667,086	2,763,401	2,763,401	2,763,401	3.6%
Licenses & Fees	6,020,250	4,850,921	4,850,921	4,850,921	-19.4%
Charges for Services	15,173,444	15,429,045	15,429,045	15,429,045	1.7%
Intergovernmental	3,162,379	3,305,897	3,305,897	3,305,897	4.5%
Fines & Forfeitures	676,440	680,694	680,694	680,694	0.6%
Loan Payments	518,028	16,700	16,700	16,700	-96.8%
Financing Proceeds	3,198,930	195,000	195,000	195,000	-93.9%
Interest Earnings	252,214	602,223	602,223	597,223	136.8%
Grants	1,791,416	1,376,867	1,376,867	1,376,867	-23.1%
Donations	73,750	73,000	73,000	73,000	-1.0%
Miscellaneous	362,810	18,160	18,160	18,160	-95.0%
Current Revenue	41,758,407	34,100,924	34,100,924	34,095,924	-18.3%
Internal Charges	6,954,346	7,556,449	7,556,449	7,556,449	8.7%
Transfers	14,890,720	11,084,748	11,084,748	11,084,748	-25.6%
Internal Resources	21,845,066	18,641,197	18,641,197	18,641,197	-14.7%
<b>TOTAL RESOURCES</b>	<b>100,656,692</b>	<b>93,039,631</b>	<b>93,039,631</b>	<b>93,074,631</b>	<b>-7.5%</b>
<b>REQUIREMENTS</b>					
Personnel Services	17,162,266	17,666,290	17,666,290	17,666,290	2.9%
Materials & Services	17,225,778	13,841,422	13,841,422	13,841,422	-19.6%
Capital Outlay	2,793,178	3,206,334	3,206,334	3,206,334	14.8%
Operating Budget	37,181,222	34,714,046	34,714,046	34,714,046	-6.6%
Capital Projects	16,322,434	11,458,095	11,458,095	11,458,095	-29.8%
Debt Service	4,608,437	4,745,975	4,745,975	4,745,975	3.0%
Special Payments	1,318,801	1,265,566	1,265,566	1,702,344	29.1%
Insurance	376,446	390,132	390,132	390,132	3.6%
Total Expenditures	59,807,340	52,573,814	52,573,814	53,010,592	-11.4%
Transfers	14,944,773	11,084,748	11,084,748	11,084,748	-25.8%
Contingency	11,604,101	14,010,375	14,010,375	14,079,841	21.3%
<b>TOTAL APPROPRIATIONS</b>	<b>86,356,214</b>	<b>77,668,937</b>	<b>77,668,937</b>	<b>78,175,181</b>	<b>-9.5%</b>
Reserves	12,659,513	13,747,741	13,747,741	13,747,741	8.6%
Unappropriated Fund Balance	1,640,965	1,622,953	1,622,953	1,151,709	-29.8%
<b>TOTAL BUDGET</b>	<b>100,656,692</b>	<b>93,039,631</b>	<b>93,039,631</b>	<b>93,074,631</b>	<b>-7.5%</b>
<b>Total FTE</b>	<b>144.33</b>	<b>144.36</b>	<b>144.36</b>	<b>144.36</b>	<b>0.0%</b>

## Personnel Full-Time Equivalent Summary

<u>FTE By Fund</u>	<u>Adopted 2015-16</u>	<u>Adopted 2016-17</u>	<u>(A) Adopted 2017-18</u>	<u>(B) Adopted 2018-19</u>	<u>(A) vs (B)</u>
<b>General Fund (01)</b>					
General Government	-	0.03	0.03	0.06	0.03
Municipal Court	1.70	1.83	1.83	1.83	-
Police	35.50	35.50	35.50	35.50	-
Fire	17.88	1.00	-	-	-
Communications	6.50	7.65	7.65	7.80	0.15
Library	11.94	12.44	12.44	12.44	-
Planning	3.55	4.61	4.61	4.61	-
<b>TOTAL</b>	<b>77.07</b>	<b>63.06</b>	<b>62.06</b>	<b>62.24</b>	<b>0.18</b>
<b>Street Fund (02)</b>					
Engineering	1.71	2.08	2.58	2.58	-
Maintenance	1.35	1.59	2.60	2.60	-
<b>TOTAL</b>	<b>3.06</b>	<b>3.67</b>	<b>5.18</b>	<b>5.18</b>	<b>-</b>
<b>Emergency Medical Services (05)</b>					
Fire	8.88	-	-	-	-
<b>Wastewater Fund (06)</b>					
Engineering	1.86	2.07	2.57	2.57	-
Operations	10.00	10.33	10.73	9.73	(1.00)
Maintenance	6.00	6.21	6.96	7.96	1.00
<b>TOTAL</b>	<b>17.86</b>	<b>18.61</b>	<b>20.26</b>	<b>20.26</b>	<b>-</b>
<b>Water Fund (07)</b>					
Engineering	2.36	2.08	2.58	2.58	-
Operations	5.00	5.32	4.92	4.92	-
Maintenance	6.25	6.50	6.50	6.50	-
<b>TOTAL</b>	<b>13.61</b>	<b>13.90</b>	<b>14.00</b>	<b>14.00</b>	<b>-</b>
<b>Building Inspection (08)</b>					
Building Inspection	3.15	3.94	3.94	3.94	-
<b>9-1-1 Emergency (13)</b>					
Communications	2.00	1.60	1.60	1.45	(0.15)
<b>Economic Development (14)</b>					
Planning	0.10	0.10	0.10	0.10	-

## Personnel Full-Time Equivalent Summary

<b>FTE By Fund</b>	<b>Adopted 2015-16</b>	<b>Adopted 2016-17</b>	<b>(A) Adopted 2017-18</b>	<b>(B) Adopted 2018-19</b>	<b>(A) vs (B)</b>
<b>Public Safety (16)</b>					
Police	3.00	3.00	3.00	3.00	-
Communications	2.00	2.00	2.00	2.00	-
<b>TOTAL</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>-</b>
<b>Stormwater (17)</b>					
Engineering	2.51	2.27	2.77	2.77	-
Maintenance	4.15	4.32	4.32	4.32	-
<b>TOTAL</b>	<b>6.66</b>	<b>6.59</b>	<b>7.09</b>	<b>7.09</b>	<b>-</b>
<b>Administrative Support Services (31)</b>					
City Manager's Office	4.10	4.00	4.00	2.00	(2.00)
Human Resources	-	1.50	1.50	1.50	-
City Recorder	-	-	-	1.00	1.00
Community Engagement	-	-	-	1.00	1.00
Finance	6.50	7.00	7.00	7.00	-
Information Technology	5.38	6.50	6.50	6.50	-
City Attorney's Office	4.30	4.40	3.40	3.40	-
Public Works - Fleet & Facilities	2.25	2.45	2.70	2.70	-
<b>TOTAL</b>	<b>22.53</b>	<b>25.85</b>	<b>25.10</b>	<b>25.10</b>	<b>-</b>
<b>CITY TOTAL</b>	<b>159.93</b>	<b>142.32</b>	<b>144.33</b>	<b>144.36</b>	<b>0.03</b>
<b>Summary of FTE by Department</b>	<b>Adopted 2015-16</b>	<b>Adopted 2016-17</b>	<b>(A) Adopted 2017-18</b>	<b>(B) Adopted 2018-19</b>	<b>(A) vs (B)</b>
General Government	-	0.03	0.03	0.06	0.03
City Manager's Office	4.10	4.00	4.00	4.00	-
Human Resources	-	1.50	1.50	1.50	-
Finance/Court	8.20	8.83	8.83	8.83	-
Information Technology	5.38	6.50	6.50	6.50	-
City Attorney's Office	4.30	4.40	3.40	3.40	-
Police	38.50	38.50	38.50	38.50	-
Communications	10.50	11.25	11.25	11.25	-
Fire	26.76	1.00	-	-	-
Library	11.94	12.44	12.44	12.44	-
Planning/Building	6.80	8.65	8.65	8.65	-
Public Works	43.45	45.22	49.23	49.23	-
<b>CITY TOTAL</b>	<b>159.93</b>	<b>142.32</b>	<b>144.33</b>	<b>144.36</b>	<b>0.03</b>

**FISCAL YEAR 2018-2019 SALARY SCHEDULE**

City of Newberg

**Non-Represented Employees****Step****Step****1****11****CLASSIFICATION****GRADE**

Library Shelver	110	\$	1,863	2,385
	Hourly	\$	10.75	13.76
Seasonal Maintenance Worker	115	\$	2,356	3,016
Casual Staff Assistant	Hourly	\$	13.59	17.40
Library Assistant I	117	\$	3,037	3,889
	Hourly	\$	17.52	22.44
Accounting Clerk I	118	\$	3,113	3,986
Court Clerk I	Hourly	\$	17.96	23.00
Office Assistant I				
Court Clerk II	123	\$	3,373	4,317
Library Assistant II	Hourly	\$	19.46	24.91
Office Assistant II				
Bailiff/Sergeant-at-Arms	124	\$	3,456	4,424
	Hourly	\$	19.94	25.52
Library Assistant III	125	\$	3,543	4,536
	Hourly	\$	20.44	26.17
Engineering Technician I	134	\$	3,727	4,771
Senior Library Assistant	Hourly	\$	21.50	27.53
Code Compliance	136	\$	3,820	4,890
	Hourly	\$	22.04	28.21
Librarian I	138	\$	3,916	5,012
	Hourly	\$	22.59	28.92
Information Technician I	140	\$	3,985	5,101
	Hourly	\$	22.99	29.43
Accounting Clerk II	142	\$	4,135	5,293
Administrative Assistant	Hourly	\$	23.86	30.54
Assistant Planner	145	\$	4,307	5,513
Engineering Technician II	Hourly	\$	24.85	31.81
Librarian II (MLS)				
Paralegal I				
Project Specialist	148	\$	4,382	5,609
	Hourly	\$	25.28	32.36
Court Administrator	151	\$	4,540	5,811
	Hourly	\$	26.19	33.53
Department Support Manager	152	\$	4,654	5,956
	Hourly	\$	26.85	34.36

**FISCAL YEAR 2018-2019 SALARY SCHEDULE**

City of Newberg

**Non-Represented Employees****Step****Step****1****11****CLASSIFICATION****GRADE**

Building Inspector	153	\$	4,771	6,106
Community Engagement Specialist	Hourly	\$	27.53	35.23
GIS Analyst				
Human Resources Assistant				
Paralegal II (Certified)				
Plans Examiner I				
Financial Analyst	154	\$	4,827	6,180
	Hourly	\$	27.85	35.65
Communications Supervisor	157	\$	4,953	6,341
Engineering Technician III	Hourly	\$	28.58	36.58
Senior Librarian				
Associate Planner	163	\$	5,171	6,620
Engineering Associate	Hourly	\$	29.83	38.19
Senior Accountant	164	\$	5,302	6,789
	Hourly	\$	30.59	39.17
IT Systems Administrator	165	\$	5,435	6,959
	Hourly	\$	31.36	40.15
City Recorder	167	\$	5,570	7,132
Maintenance Supervisor	Hourly	\$	32.14	41.15
Plans Examiner II				
Assistant Library Director	171	\$	5,713	7,314
Civil Engineer I	Hourly	\$	32.96	42.20
Police Support Services Manager				
Senior Planner				
Plant Superintendent	172	\$	5,806	7,432
	Hourly	\$	33.50	42.88
IT Network Engineer	175	\$	5,867	7,510
	Hourly	\$	33.85	43.33
Civil Engineer II	181	\$	6,103	7,812
	Hourly	\$	35.21	45.07
Police Sergeant	182	\$	6,227	7,973
Senior Engineer	Hourly	\$	35.93	46.00
Maintenance Superintendent	183	\$	6,415	8,210
	Hourly	\$	37.01	47.37
Assistant Finance Director	184	\$	6,572	8,412
	Hourly	\$	37.92	48.53
Building Official	185	\$	6,658	8,523
	Hourly	\$	38.41	49.17

**FISCAL YEAR 2018-2019 SALARY SCHEDULE**

City of Newberg

**Non-Represented Employees****Step****Step****1****11****CLASSIFICATION****GRADE**

City Engineer	189	\$	7,349	9,407
	Hourly	\$	42.40	54.27
Police Captain	190	\$	7,861	10,062
	Hourly	\$	45.35	58.05

**DEPARTMENT DIRECTORS**

Human Resources Director	200	\$	7,455	9,544
Library Director				
Information Technology Director	202	\$	7,891	10,099
Community Development Director	205	\$	8,126	10,402
Finance Director				
Public Works Director				
Police Chief	207	\$	9,195	11,772

**CONTRACT EMPLOYEES**

Plumbing Inspector	Hourly	Flat Rate	\$	40.00
Prosecutor	Hourly	Flat Rate	\$	50.00
Municipal Judge	Monthly	Flat Rate	\$	2,808
City Attorney	Monthly	Flat Rate	\$	10,701
City Manager	Monthly	Flat Rate	\$	11,900

**FISCAL YEAR 2018-2019 SALARY SCHEDULE**

City of Newberg

**Newberg-Dundee Public Safety Association**

	Step	
	A	F

**CLASSIFICATION**

Records/Evidence Tech	<u>Monthly</u>	\$	3,572	4,560
	<u>Hourly</u>	\$	20.61	26.31
Communications (CO1)	<u>Monthly</u>	\$	3,561	4,544
	<u>Hourly</u>	\$	20.54	26.22
Communications (CO2)	<u>Monthly</u>	\$	3,737	4,769
	<u>Hourly</u>	\$	21.56	27.51
Communications (CO3)	<u>Monthly</u>	\$	3,925	5,009
	<u>Hourly</u>	\$	22.64	28.90
Police Officer (PO1)	<u>Monthly</u>	\$	4,739	6,048
	<u>Hourly</u>	\$	27.34	34.89
Police Officer (PO2)	<u>Monthly</u>	\$	4,976	6,350
	<u>Hourly</u>	\$	28.71	36.64
Police Officer (PO3)	<u>Monthly</u>	\$	5,224	6,666
	<u>Hourly</u>	\$	30.14	38.46
Police Corporal (CPL1)	<u>Monthly</u>	\$	5,066	6,465
	<u>Hourly</u>	\$	29.23	37.30
Police Corporal (CPL2)	<u>Monthly</u>	\$	5,320	6,789
	<u>Hourly</u>	\$	30.69	39.17
Police Corporal (CPL3)	<u>Monthly</u>	\$	5,587	7,130
	<u>Hourly</u>	\$	32.23	41.14



**JANUARY 2019 SALARY SCHEDULE**

City of Newberg

**Public Works Union**

		<b>Step</b>		<b>Step</b>
		<b>1</b>		<b>11</b>
<b>CLASSIFICATION</b>	<b>GRADE</b>			
Secretary	121	\$	3,344	4,281
	Hourly	\$	19.29	24.71
Admin Support Coordinator	128	\$	3,584	4,589
Facilities Maintenance/Groundskeeper	Hourly	\$	20.68	26.48
Groundskeeper	132	\$	3,815	4,883
Utility Technician 1	Hourly	\$	22.01	28.17
Operator 1				
Facilities Maintenance Technician	136	\$	3,990	5,109
Utility Technician 2	Hourly	\$	23.02	29.48
Fleet Mechanic				
Operator 2 - Treatment Plant	140	\$	4,182	5,353
Plant Mechanic	Hourly	\$	24.13	30.87
PWM Lead - Crew Chief	144	\$	4,381	5,608
Operator 2 - Pretreatment Specialist	Hourly	\$	25.28	32.35
Conveyance Specialist				
Fleet Maintenance Lead - Crew Chief	148	\$	4,597	5,886
Operator 3 - Regulatory Specialist	Hourly	\$	26.52	33.96
Sr Plant Mechanic				
Operator 3 - Senior Operator				
Operator 4 - Regulatory Compliance	152	\$	4,799	6,143
	Hourly	\$	27.70	35.44



# GENERAL FUND (01)

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## GENERAL FUND SUMMARY - REVENUES

<b>FUND 01</b>	<b>ACTUAL 2015-16</b>	<b>ACTUAL 2016-17</b>	<b>ADOPTED 2017-18</b>	<b>PROJECTED 2017-18</b>	<b>PROPOSED 2018-19</b>	<b>APPROVED 2018-19</b>	<b>ADOPTED 2018-19</b>	<b>Adopted vs. Adopted</b>
Beg F/B-Net Working Capital	2,797,675	3,313,037	3,077,675	3,564,316	3,683,915	3,683,915	3,683,915	19.7%
Property Taxes	7,214,676	7,689,732	7,855,522	7,847,424	4,784,286	4,784,286	4,784,286	-39.1%
Franchise Fees	2,238,287	2,209,150	2,265,910	2,340,536	2,622,381	2,622,381	2,622,381	15.7%
State Shared Revenues	571,635	621,603	630,050	763,149	724,903	724,903	724,903	15.1%
Transfers In	618,158	985,930	1,174,924	1,221,193	717,324	717,324	717,324	-38.9%
Other	2,623,978	2,705,617	2,454,949	2,752,000	2,071,427	2,071,427	2,071,427	-15.6%
<b>TOTAL REVENUES</b>	<b>16,064,410</b>	<b>17,525,069</b>	<b>17,459,030</b>	<b>18,488,618</b>	<b>14,604,236</b>	<b>14,604,236</b>	<b>14,604,236</b>	<b>-16.4%</b>

## GENERAL FUND SUMMARY - EXPENDITURES

<b>FUND 01</b>	<b>ACTUAL 2015-16</b>	<b>ACTUAL 2016-17</b>	<b>ADOPTED 2017-18</b>	<b>PROJECTED 2017-18</b>	<b>PROPOSED 2018-19</b>	<b>APPROVED 2018-19</b>	<b>ADOPTED 2018-19</b>	<b>Adopted vs. Adopted</b>
<b>GENERAL GOVERNMENT</b>								
Personnel Services	8,776	8,090	10,128	10,612	11,734	11,734	11,734	15.9%
Materials and Services	162,381	196,919	199,945	186,902	191,510	191,510	191,510	-4.2%
<b>Total General Government</b>	<b>171,157</b>	<b>205,009</b>	<b>210,073</b>	<b>197,514</b>	<b>203,244</b>	<b>203,244</b>	<b>203,244</b>	<b>-3.3%</b>
<b>MUNICIPAL COURT</b>								
Personnel Services	153,427	164,483	177,591	175,573	188,453	188,453	188,453	6.1%
Materials and Services	197,918	196,386	134,540	120,166	140,931	140,931	140,931	4.8%
<b>Total Municipal Court</b>	<b>351,345</b>	<b>360,869</b>	<b>312,131</b>	<b>295,738</b>	<b>329,384</b>	<b>329,384</b>	<b>329,384</b>	<b>5.5%</b>
<b>POLICE DEPARTMENT</b>								
Personnel Services	4,464,072	4,586,609	5,204,268	4,980,227	5,303,653	5,303,653	5,303,653	1.9%
Materials and Services	1,134,978	1,480,971	1,651,945	1,609,779	1,744,537	1,744,537	1,744,537	5.6%
Capital Outlay	17,227	11,075	15,000	15,000	15,000	15,000	15,000	0.0%
<b>Total Police Department</b>	<b>5,616,278</b>	<b>6,078,655</b>	<b>6,871,213</b>	<b>6,605,006</b>	<b>7,063,190</b>	<b>7,063,190</b>	<b>7,063,190</b>	<b>2.8%</b>
<b>FIRE DEPARTMENT</b>								
Personnel Services	2,817,802	(509)	-	(1,436)	-	-	-	0.0%
Materials and Services	722,519	3,723,195	3,866,703	3,867,640	-	-	-	-100.0%
<b>Total Fire Department</b>	<b>3,540,320</b>	<b>3,722,686</b>	<b>3,866,703</b>	<b>3,866,204</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-100.0%</b>
<b>COMMUNICATIONS</b>								
Personnel Services	548,962	628,945	770,041	608,804	745,348	745,348	745,348	-3.2%
Materials and Services	432,886	428,702	547,319	532,168	587,718	587,718	587,718	7.4%
Capital Outlay	-	-	-	-	-	-	-	0.0%
<b>Total Communications</b>	<b>981,848</b>	<b>1,057,647</b>	<b>1,317,360</b>	<b>1,140,973</b>	<b>1,333,066</b>	<b>1,333,066</b>	<b>1,333,066</b>	<b>1.2%</b>
<b>LIBRARY</b>								
Personnel Services	845,134	929,753	1,033,064	1,009,681	1,089,390	1,089,390	1,089,390	5.5%
Materials and Services	433,691	538,752	684,107	669,207	718,592	718,592	718,592	5.0%
Capital Outlay	-	8,171	50,000	50,000	25,000	25,000	25,000	-50.0%
<b>Total Library</b>	<b>1,278,825</b>	<b>1,476,676</b>	<b>1,767,171</b>	<b>1,728,887</b>	<b>1,832,982</b>	<b>1,832,982</b>	<b>1,832,982</b>	<b>3.7%</b>
<b>PLANNING</b>								
Personnel Services	380,728	449,419	529,326	494,521	529,749	529,749	529,749	0.1%
Materials and Services	396,610	414,979	733,376	423,699	579,904	579,904	579,904	-20.9%
<b>Total Planning</b>	<b>777,338</b>	<b>864,398</b>	<b>1,262,702</b>	<b>918,220</b>	<b>1,109,653</b>	<b>1,109,653</b>	<b>1,109,653</b>	<b>-12.1%</b>
<b>NONDEPARTMENTAL</b>								
Transfers Out	34,262	194,813	143,834	52,161	424,736	424,736	424,736	195.3%
Contingency	-	-	607,843	-	1,207,981	1,207,981	1,207,981	98.7%
Unappropriated Fund Balance	-	-	1,100,000	-	1,100,000	1,100,000	1,100,000	0.0%
<b>Total Nondepartmental</b>	<b>34,262</b>	<b>194,813</b>	<b>1,851,677</b>	<b>52,161</b>	<b>2,732,717</b>	<b>2,732,717</b>	<b>2,732,717</b>	<b>47.6%</b>
<b>TOTAL EXPENDITURES</b>	<b>12,751,373</b>	<b>13,960,753</b>	<b>17,459,030</b>	<b>14,804,703</b>	<b>14,604,236</b>	<b>14,604,236</b>	<b>14,604,236</b>	<b>-16.4%</b>

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ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>FUND 01</b>	<b>GENERAL FUND REVENUES</b>								
01-0000-300000	Beg F/B-Net Working Capital	2,797,675	3,313,037	3,077,675	3,564,316	3,683,915	3,683,915	3,683,915	19.7%
01-0000-310000	Current Year Taxes	6,928,834	7,377,399	7,570,522	7,562,424	4,499,286	4,499,286	4,499,286	-40.6%
01-0000-311000	Prior Year Taxes	285,843	312,333	285,000	285,000	285,000	285,000	285,000	0.0%
01-0000-320001	Franchise Fee-Cable	231,875	245,091	239,114	257,425	260,000	260,000	260,000	8.7%
01-0000-320002	Franchise Fee-Garbage	214,828	190,151	183,154	202,375	204,399	204,399	204,399	11.6%
01-0000-320003	Franchise Fee-Gas	217,988	207,733	219,139	232,820	210,000	210,000	210,000	-4.2%
01-0000-320004	Franchise Fee-Electric	855,197	836,456	844,821	886,011	850,000	850,000	850,000	0.6%
01-0000-320005	Franchise Fee-Telephone	41,779	34,450	34,595	36,246	35,522	35,522	35,522	2.7%
01-0000-321004	Other Business & Liquor Taxes	1,475	1,475	1,400	1,600	1,475	1,475	1,475	5.4%
01-0000-321005	Marijuana Taxes	26,000	129,601	65,000	100,717	100,000	100,000	100,000	53.8%
01-0000-322009	Community Development	229,732	435,029	280,000	360,000	290,000	290,000	290,000	3.6%
01-0000-334027	Police Grants	14,018	37,486	1,500	14,000	-	-	-	-100.0%
01-0000-334034	Planning Grants	172,510	141,850	205,000	142,050	117,951	117,951	117,951	-42.5%
01-0000-335003	State Liquor Taxes	328,267	356,789	365,164	377,206	388,522	388,522	388,522	6.4%
01-0000-335004	State Cigarette Taxes	30,123	29,438	27,474	29,820	28,329	28,329	28,329	3.1%
01-0000-335005	State Marijuana Taxes	-	-	-	116,588	58,935	58,935	58,935	100.0%
01-0000-335006	State Revenue Sharing	213,244	235,375	237,412	239,535	249,117	249,117	249,117	4.9%
01-0000-336001	Dundee Planning Contract	22,134	20,205	25,500	27,290	26,000	26,000	26,000	2.0%
01-0000-336002	Dundee WCCCA Subscription Fee	16,816	-	-	-	-	-	-	0.0%
01-0000-336003	Dundee Communications	42,758	39,508	41,483	41,483	43,557	43,557	43,557	5.0%
01-0000-336004	Dundee Police Contract	432,635	441,288	450,555	450,555	459,566	459,566	459,566	2.0%
01-0000-338000	Reimbursed Costs	18,263	23,201	12,000	31,344	20,000	20,000	20,000	66.7%
01-0000-338007	School District CET Admin Fee	1,558	2,504	2,000	1,623	2,000	2,000	2,000	0.0%
01-0000-338008	Park SDC Admin Fee	4,921	4,752	6,000	6,038	6,000	6,000	6,000	0.0%
01-0000-338009	School District SRO	35,000	35,000	35,000	35,000	35,000	35,000	35,000	0.0%
01-0000-338010	Reimbursed Costs - Conflagration	324,552	-	-	-	-	-	-	0.0%
01-0000-341000	Temporary Retail Licenses	719	1,431	200	100	200	200	200	0.0%
01-0000-341001	Forensic Services	-	878	-	-	-	-	-	0.0%
01-0000-341002	PD Reports and Other Fees	18,431	6,905	8,000	6,881	8,000	8,000	8,000	0.0%
01-0000-341003	Planning / Subdivision Fees	187,425	240,349	180,000	352,000	190,000	190,000	190,000	5.6%
01-0000-341004	Fire Department Miscellaneous Fees	165	500	-	-	-	-	-	0.0%
01-0000-341005	Permit Center Document Sales	735	335	400	200	400	400	400	0.0%
01-0000-341006	Technology Fee	-	9,012	9,000	12,179	9,500	9,500	9,500	5.6%
01-0000-341007	Police Reserves Revenue	-	10,409	-	-	-	-	-	0.0%
01-0000-342001	Newberg Dog Licenses	-	-	-	12,000	16,000	16,000	16,000	100.0%
01-0000-342002	Newberg Rural Fire Contract	330,204	340,117	363,258	363,258	-	-	-	-100.0%
01-0000-346001	Library Fines, Fees, Copies, etc	20,651	20,325	22,000	18,998	20,000	20,000	20,000	-9.1%
01-0000-346003	Lost Book Payments	2,897	2,059	3,500	3,349	3,500	3,500	3,500	0.0%
01-0000-346004	CCRLS Reimbursement	64,860	85,388	72,430	72,430	73,739	73,739	73,739	1.8%
01-0000-346005	Non-Resident Library Cards	18,585	17,464	18,500	18,296	18,500	18,500	18,500	0.0%
01-0000-351000	Traffic Fines	487,036	510,357	474,754	500,000	500,000	500,000	500,000	5.3%
01-0000-351001	Court Improvement Fees	3,301	3,371	4,000	2,853	3,500	3,500	3,500	-12.5%
01-0000-351003	Alarm Fees	4,950	650	1,500	650	1,500	1,500	1,500	0.0%
01-0000-351004	Peer Court	1,500	1,500	1,500	1,500	1,500	1,500	1,500	0.0%
01-0000-351005	Court Appointed Attorneys	9,810	5,914	7,277	3,621	3,694	3,694	3,694	-49.2%
01-0000-351006	Traffic School Fee	75,832	86,436	86,909	70,000	70,000	70,000	70,000	-19.5%
01-0000-351008	Photo Red Light	23,716	7,414	2,000	8,370	2,000	2,000	2,000	0.0%
01-0000-360000	Miscellaneous Revenues	3,351	5,535	4,000	4,000	4,000	4,000	4,000	0.0%
01-0000-361000	Interest Earned	13,437	25,316	21,233	42,005	42,845	42,845	42,845	101.8%
01-0000-364000	Sale Of Assets	9,017	11,115	1,000	307	1,000	1,000	1,000	0.0%
01-0000-367002	K-9 Donations	758	936	750	-	-	-	-	-100.0%
01-0000-370700	Internal Rev-City Utilities Franchise Fee	676,620	695,269	745,087	725,659	1,062,460	1,062,460	1,062,460	42.6%
01-0000-370750	Internal Rev-Communications Charge	4,225	-	-	-	-	-	-	0.0%
01-0000-380000	Loan Proceeds	-	-	47,300	47,300	-	-	-	-100.0%
01-0000-390005	Transfer In-EMS Fund	-	338,212	351,741	380,659	-	-	-	-100.0%
01-0000-390019	Transfer In-Transient Lodging Tax	618,158	647,718	680,132	695,741	717,324	717,324	717,324	5.5%
01-0000-390025	Transfer In-PERS Reserve	-	-	143,051	144,793	-	-	-	-100.0%
<b>FUND 01</b>	<b>TOTAL REVENUES</b>	<b>16,064,410</b>	<b>17,525,069</b>	<b>17,459,030</b>	<b>18,488,618</b>	<b>14,604,236</b>	<b>14,604,236</b>	<b>14,604,236</b>	<b>-16.4%</b>

## FUND 01: General Fund – General Government

	<u>16-17</u>	<u>17-18</u>	<u>18-19</u>
BUDGETED STAFF FTE:	0.03	0.03	0.06

### 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 funds cover membership in the League of Oregon Cities and other organizations that support the mission of cities. Participation in the annual League of Oregon Cities (LOC) conference is included in the travel and training line item.

### Significant Changes

There is an increase in the council/committee expense due to an addition of meals provided to Council members during FY19. Additionally, there is a decrease in professional services as a one-time appraisal cost was included in the FY18 budget.

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>1110</b>	<b>GENERAL GOVERNMENT</b>								
01-1110-431000	Officer Salaries	1,114	1,101	1,348	2,267	2,551	2,551	2,551	89.2%
01-1110-432000	Councilor Compensation	2,100	1,650	2,880	2,400	2,880	2,880	2,880	0.0%
01-1110-433000	Mayor Compensation	5,110	4,940	4,840	5,080	5,100	5,100	5,100	5.4%
01-1110-441000	FICA/Medicare	320	282	395	428	491	491	491	24.3%
01-1110-442000	Workers Compensation	107	101	652	422	689	689	689	5.7%
01-1110-443000	Unemployment/Transit Tax	25	15	13	16	23	23	23	76.9%
	<b>Total Personnel Services</b>	<b>8,776</b>	<b>8,090</b>	<b>10,128</b>	<b>10,612</b>	<b>11,734</b>	<b>11,734</b>	<b>11,734</b>	<b>15.9%</b>
01-1110-510000	Office Supplies	984	307	500	500	750	750	750	50.0%
01-1110-515000	Printing & Advertising	420	1,277	500	500	490	490	490	-2.0%
01-1110-520000	Dues & Meetings	26,829	27,848	28,000	28,390	28,000	28,000	28,000	0.0%
01-1110-520005	Mayor's Expenses	3,020	2,196	2,800	2,800	2,800	2,800	2,800	0.0%
01-1110-520006	Council/Committee Expense	1,154	3,443	1,740	1,740	5,720	5,720	5,720	228.7%
01-1110-520008	Recognition	344	703	1,000	1,000	1,000	1,000	1,000	0.0%
01-1110-523000	Supplies & Equipment	-	5,781	3,615	800	1,400	1,400	1,400	-61.3%
01-1110-525000	Travel & Training	4,933	7,666	9,000	5,000	5,335	5,335	5,335	-40.7%
01-1110-540000	Utilities	-	-	-	150	180	180	180	100.0%
01-1110-580000	Professional Services	1,831	-	5,000	3,285	-	-	-	-100.0%
01-1110-590000	Internal Chrg-Admin Support Services	122,867	116,198	129,790	124,737	127,835	127,835	127,835	-1.5%
01-1110-592000	Community Support	-	13,500	-	-	-	-	-	0.0%
01-1110-592300	Transit Services	-	18,000	18,000	18,000	18,000	18,000	18,000	0.0%
	<b>Total Materials and Services</b>	<b>162,381</b>	<b>196,919</b>	<b>199,945</b>	<b>186,902</b>	<b>191,510</b>	<b>191,510</b>	<b>191,510</b>	<b>-4.2%</b>
<b>1110</b>	<b>TOTAL GENERAL GOVERNMENT</b>	<b>171,157</b>	<b>205,009</b>	<b>210,073</b>	<b>197,514</b>	<b>203,244</b>	<b>203,244</b>	<b>203,244</b>	<b>-3.3%</b>



## FUND 01: General Fund – Court

	<u>16-17</u>	<u>17-18</u>	<u>18-19</u>
BUDGETED STAFF FTE:	1.83	1.83	1.83

### Description

The Municipal Court Department acts as the judicial function of the City by handling municipal code offenses, minor misdemeanor crimes, and traffic violations cited by the Newberg-Dundee Police Department. Court personnel includes the Municipal Judge, Court Clerk, part-time Assistant Court Clerk, and the part-time Bailiff.

### Significant Changes

The Court Appointed Attorney Fees budget decreased due to general reduction in defendants' usage of Court Appointed Attorneys.

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>1510</b>	<b>MUNICIPAL COURT</b>								
01-1510-420000	Clerical Salaries	76,852	82,323	88,307	87,525	94,116	94,116	94,116	6.6%
01-1510-431000	Judicial Salaries	33,696	34,071	35,041	34,725	35,041	35,041	35,041	0.0%
01-1510-441000	FICA/Medicare	8,296	8,732	9,437	9,265	9,881	9,881	9,881	4.7%
01-1510-442000	Workers Compensation	321	421	551	474	461	461	461	-16.3%
01-1510-443000	Unemployment/Transit Tax	331	233	125	124	260	260	260	108.0%
01-1510-444001	Retirement-Principal	13,192	17,003	21,202	21,156	24,434	24,434	24,434	15.2%
01-1510-445000	Health/Life/LTD	20,740	21,701	22,928	22,304	24,260	24,260	24,260	5.8%
Total Personnel Services		153,427	164,483	177,591	175,573	188,453	188,453	188,453	6.1%
01-1510-510000	Office Supplies	1,318	1,385	2,000	2,000	2,000	2,000	2,000	0.0%
01-1510-515000	Printing & Advertising	2,000	608	1,200	1,200	1,200	1,200	1,200	0.0%
01-1510-520000	Dues & Meetings	241	75	250	175	175	175	175	-30.0%
01-1510-525000	Travel & Training	1,017	1,726	1,500	1,500	1,800	1,800	1,800	20.0%
01-1510-532000	Bank Fees	4,256	4,508	4,600	4,800	5,000	5,000	5,000	8.7%
01-1510-533000	Contractual Services	322	371	300	300	300	300	300	0.0%
01-1510-533031	Peer Court	15,297	1,500	1,500	1,500	1,500	1,500	1,500	0.0%
01-1510-533045	Maintenance Agreements	2,407	2,636	2,900	2,800	2,900	2,900	2,900	0.0%
01-1510-580000	Professional Services	175	-	-	-	-	-	-	0.0%
01-1510-590000	Internal Chrg-Admin Support Services	155,368	172,853	102,028	98,056	113,361	113,361	113,361	11.1%
01-1510-590006	Internal Chrg-Network Upgrade	499	762	762	762	1,195	1,195	1,195	56.8%
01-1510-594000	Court Appointed Attorney Fees	10,209	4,834	10,000	2,072	4,000	4,000	4,000	-60.0%
01-1510-595000	Court Costs	4,599	4,744	5,500	5,000	5,500	5,500	5,500	0.0%
01-1510-595001	Court Improvements	210	385	2,000	-	2,000	2,000	2,000	0.0%
Total Materials and Services		197,918	196,386	134,540	120,166	140,931	140,931	140,931	4.8%
<b>1510</b>	<b>TOTAL MUNICIPAL COURT</b>	<b>351,345</b>	<b>360,869</b>	<b>312,131</b>	<b>295,738</b>	<b>329,384</b>	<b>329,384</b>	<b>329,384</b>	<b>5.5%</b>

## FUND 01: General Fund – Police

16-17 17-18 18-19

BUDGETED STAFF FTE: 35.50 35.50 35.50

### Description

The Newberg-Dundee Police Department Administration is comprised of the Chief of Police, one Captain, one Administrative Sergeant, one Support Services Manager and one Administrative Assistant, which oversees a full service, progressive and contemporary agency. The department has 35 sworn police officers and 2 records-evidence staff, which supports the Patrol Division and the Special Operations Division. The Communications Division has 10.75 dispatchers.

The Newberg-Dundee Police Department is also one of approximately 24 accredited police departments in Oregon. This is a significant accomplishment considering it requires the agency to comply with over 100 recognized standards for the law enforcement profession, as adopted by the Oregon Accreditation Alliance for Law Enforcement. Newberg is also ranked the 6<sup>th</sup> Safest City in Oregon by the National Council for Home Safety and Security.



The Patrol Division, which provides 24-hour service and protection to the community, is the most active and visible component of the police department. The Newberg-Dundee Police currently has 21 patrol officers in a three month rotation covering day, afternoon and night shifts. There is currently one more patrol officer in training. This group is supervised by five uniform sergeants and two corporals also assigned to rotating shifts.

Officers in the patrol division “wear many hats” and simply saying that a patrol officer takes calls for service oversimplifies their respective and collective roles in the organization and community. Members of the patrol division, in addition to their primary role as initial call takers, keepers of the peace and traffic enforcement, also make up the majority of the department’s important and necessary other ancillary roles. These roles and assignments lead to the proper and smooth function of the department, patrol division and service to our communities of Newberg and Dundee.

Seven of the patrol officers have the additional responsibility of Field Training Officers. Two officers are assigned to Traffic Safety. Three officers are assigned as canine handlers; two officers each handle a tracking dog and the other handles a drug detection dog. One of the two tracking dogs is expected to retire within the next year. Five officers work as members of the department’s Domestic Violence Response Team. Four officers are assigned to the Mental Health Response Team. One officer is assigned to the schools as a School Resource Officer. All of the ancillary roles include sergeants in supervisory and/or active participants. The department has an Honor Guard made up of both patrol and detectives.

The Newberg-Dundee Special Investigations Unit (SIU) is comprised of four detectives and one supervisor. SIU is responsible for investigation of all major crimes such as sex abuse, child abuse, child pornography, computer crimes, fraud, narcotics, burglaries, robberies, felony assault and homicides. Assignments are generally divided into four categories: person crimes, property crimes, drugs, and youth crimes.

The Newberg-Dundee Police Department supports the only computer forensics division in Yamhill County which has proven to be a vital investigation component and benefit to the community. Computers play a prominent role in the daily activities for most individuals and in our society. Digital electronics and the Internet have created a new challenge for law enforcement across the country and worldwide. Criminals are using digital instruments of all types to facilitate and commit criminal activity while creating difficulties for law enforcement to investigate, apprehend and arrest suspects. Computer forensics can recover evidence, motives, a chronology of events, insight into an offender's interest and activities. Nearly every type of investigation has the potential to benefit from computer forensics.

Police support services maintains, files, distributes, and purges police records. Responds to public records requests for case reports, including video and audio records. Responds to subpoenas and requests for discovery. Conducts background records checks; files FBI stats; processes and maintains evidence and found property and disposal. Disposal or donation of lost and found bikes. Provides statistical analysis through ACCESS databases. Assists with Court duties as necessary. Monitors records and training for Criminal Justice Information Services (CJIS) compliance.

The City used to maintain the Animal Control Program, but this program was no longer funded as of the 2014-15 budget. The program is operated through the Newberg Animal Shelter Friends. The City maintained ownership of the facility and continued to provide utilities for the building through 2017-18. The City is currently working with the Newberg Animal Shelter Friends to sell their ownership of the property, and once sold will discontinue utility payments.

**Significant Changes:**

Each department shares a portion of the cost of the administrative support services fund. As a result of increases in that fund, the Police Department realized an increase in the Internal Charge-Admin Support Services account.

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>POLICE DEPARTMENT 21XX</b>									
<b>2110</b>	<b>POLICE ADMINISTRATION</b>								
01-2110-410000	Administrative Salaries	114,965	127,690	135,978	135,882	141,300	141,300	141,300	3.9%
01-2110-420000	Clerical Salaries	57,834	60,730	62,316	62,253	63,540	63,540	63,540	2.0%
01-2110-438000	Longevity	1,200	1,200	1,200	1,360	1,680	1,680	1,680	40.0%
01-2110-440000	Misc Fringe Benefits	1,280	1,280	1,280	1,280	1,280	1,280	1,280	0.0%
01-2110-441000	FICA/Medicare	13,326	13,996	15,359	14,909	15,896	15,896	15,896	3.5%
01-2110-442000	Workers Compensation	4,933	5,554	7,341	5,813	6,394	6,394	6,394	-12.9%
01-2110-443000	Unemployment/Transit Tax	524	381	201	202	417	417	417	107.5%
01-2110-444000	Retirement-PERS	29,707	27,318	36,274	36,249	37,675	37,675	37,675	3.9%
01-2110-444001	Retirement-Principal	14,303	17,972	21,544	21,522	23,795	23,795	23,795	10.4%
01-2110-444002	Retirement-Pension Bond	4,068	6,693	6,202	6,496	6,184	6,184	6,184	-0.3%
01-2110-445000	Health/Life/LTD	42,239	44,298	46,424	45,303	49,099	49,099	49,099	5.8%
<b>Total Personnel Services</b>		<b>284,380</b>	<b>307,111</b>	<b>334,119</b>	<b>331,270</b>	<b>347,260</b>	<b>347,260</b>	<b>347,260</b>	<b>3.9%</b>
01-2110-510000	Office Supplies	8,974	7,693	7,500	8,390	8,500	8,500	8,500	13.3%
01-2110-511000	Postage	59	254	500	522	500	500	500	0.0%
01-2110-515000	Printing & Advertising	3,152	4,598	4,000	3,913	4,000	4,000	4,000	0.0%
01-2110-520000	Dues & Meetings	1,357	1,024	1,500	969	1,500	1,500	1,500	0.0%
01-2110-520003	Recruitment Expense	1,546	2,091	-	920	-	-	-	0.0%
01-2110-525000	Travel & Training	404	178	3,500	2,000	3,500	3,500	3,500	0.0%
01-2110-533045	Maintenance Agreements	9,074	7,261	8,400	6,569	8,400	8,400	8,400	0.0%
01-2110-540000	Utilities	-	-	-	785	950	950	950	100.0%
01-2110-551000	Books & Publications	1,423	314	1,000	364	1,000	1,000	1,000	0.0%
01-2110-563000	Vehicle Maintenance	-	517	-	832	-	-	-	0.0%
01-2110-575000	Bond Registration Costs	523	-	525	-	-	-	-	-100.0%
01-2110-580000	Professional Services	5,701	5,694	6,500	5,780	6,500	6,500	6,500	0.0%
01-2110-590000	Internal Chrg-Admin Support Services	754,229	1,009,845	1,117,839	1,074,316	1,211,871	1,211,871	1,211,871	8.4%
01-2110-590006	Internal Chrg-Network Upgrade	18,112	27,444	27,444	27,444	14,547	14,547	14,547	-47.0%
<b>Total Materials and Services</b>		<b>804,554</b>	<b>1,066,914</b>	<b>1,178,708</b>	<b>1,132,803</b>	<b>1,261,268</b>	<b>1,261,268</b>	<b>1,261,268</b>	<b>7.0%</b>
<b>2110</b>	<b>TOTAL POLICE ADMINISTRATION</b>	<b>1,088,934</b>	<b>1,374,025</b>	<b>1,512,827</b>	<b>1,464,073</b>	<b>1,608,528</b>	<b>1,608,528</b>	<b>1,608,528</b>	<b>6.3%</b>

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>2120</b>	<b>PATROL</b>								
01-2120-410000	Administrative Salaries	109,964	107,719	118,404	118,435	120,792	120,792	120,792	2.0%
01-2120-431000	Officer Salaries	1,822,852	1,808,095	1,969,313	1,878,356	2,032,001	2,032,001	2,032,001	3.2%
01-2120-435000	Overtime	100,067	132,899	137,500	137,500	138,000	138,000	138,000	0.4%
01-2120-435001	Holiday Bank	53,924	50,401	54,000	54,000	54,000	54,000	54,000	0.0%
01-2120-436000	Shift Diff/On Call Pay	480	720	960	1,080	960	960	960	0.0%
01-2120-438000	Longevity	10,340	9,280	24,480	23,400	26,880	26,880	26,880	9.8%
01-2120-440000	Misc Fringe Benefits	3,100	3,200	3,200	3,200	3,200	3,200	3,200	0.0%
01-2120-441000	FICA/Medicare	158,042	160,230	176,548	167,928	181,751	181,751	181,751	2.9%
01-2120-442000	Workers Compensation	81,391	84,619	108,567	88,057	94,018	94,018	94,018	-13.4%
01-2120-443000	Unemployment/Transit Tax	6,316	4,277	2,320	2,228	4,763	4,763	4,763	105.3%
01-2120-444000	Retirement-PERS	393,439	408,640	567,567	527,900	574,157	574,157	574,157	1.2%
01-2120-444002	Retirement-Pension Bond	68,328	109,927	103,868	102,371	102,649	102,649	102,649	-1.2%
01-2120-445000	Health/Life/LTD	455,869	481,704	578,186	496,553	574,226	574,226	574,226	-0.7%
Total Personnel Services		3,264,113	3,361,710	3,844,913	3,601,007	3,907,397	3,907,397	3,907,397	1.6%
01-2120-512000	Uniforms	18,744	39,212	35,367	28,342	35,367	35,367	35,367	0.0%
01-2120-520000	Dues & Meetings	665	402	700	798	700	700	700	0.0%
01-2120-520003	Recruitment Expense	3,609	1,490	500	1,643	500	500	500	0.0%
01-2120-523000	Supplies & Equipment	6,861	6,163	6,500	5,458	6,500	6,500	6,500	0.0%
01-2120-523001	Firearms	15,650	22,537	13,700	26,031	15,000	15,000	15,000	9.5%
01-2120-523005	Flares	718	-	500	500	500	500	500	0.0%
01-2120-524000	Safety Program	1,050	384	1,250	2,178	1,250	1,250	1,250	0.0%
01-2120-525000	Travel & Training	8,039	13,521	15,000	10,971	15,000	15,000	15,000	0.0%
01-2120-526000	Employee Testing	76	79	-	-	-	-	-	0.0%
01-2120-528000	Prisoner Expense	250	-	10,000	-	10,000	10,000	10,000	0.0%
01-2120-529000	K-9 Program	1,337	9,883	10,000	8,019	10,000	10,000	10,000	0.0%
01-2120-530000	Drug Dog	723	11,272	-	-	-	-	-	0.0%
01-2120-533000	Contractual Services	813	1,221	1,000	650	1,000	1,000	1,000	0.0%
01-2120-533045	Maintenance Agreements	-	48	-	2,777	2,800	2,800	2,800	100.0%
01-2120-536000	Traffic Program	2,078	1,727	2,000	2,000	2,000	2,000	2,000	0.0%
01-2120-562000	Fuel	41,456	47,489	50,000	56,804	60,000	60,000	60,000	20.0%
01-2120-563000	Vehicle Maintenance	35,669	32,596	35,000	42,817	35,000	35,000	35,000	0.0%
01-2120-566000	Equip Repair & Maintenance	2,434	923	-	1,830	-	-	-	0.0%
01-2120-566120	Small Equipment Replacement	4,206	14,950	20,000	18,505	20,000	20,000	20,000	0.0%
01-2120-580000	Professional Services	1,055	5,971	6,228	4,894	6,228	6,228	6,228	0.0%
01-2120-590001	Internal Chrg-Veh/Equip	45,000	49,450	100,000	100,000	100,000	100,000	100,000	0.0%
01-2120-590003	Internal Chrg-Capital Replace	3,000	3,000	3,000	3,000	3,000	3,000	3,000	0.0%
01-2120-590007	Internal Chrg-MDT	18,000	18,000	18,000	18,000	18,000	18,000	18,000	0.0%
01-2120-590008	Internal Chrg-Radio Replace	38,000	38,000	38,000	38,000	38,000	38,000	38,000	0.0%
01-2120-596000	Reserve Police Costs	9,876	-	-	-	-	-	-	0.0%
Total Materials and Services		259,309	318,318	366,745	373,216	380,845	380,845	380,845	3.8%
01-2120-610000	Capital Outlay	17,227	11,075	15,000	15,000	15,000	15,000	15,000	0.0%
Total Capital Outlay		17,227	11,075	15,000	15,000	15,000	15,000	15,000	0.0%
<b>2120</b>	<b>TOTAL PATROL</b>	<b>3,540,649</b>	<b>3,691,103</b>	<b>4,226,658</b>	<b>3,989,223</b>	<b>4,303,242</b>	<b>4,303,242</b>	<b>4,303,242</b>	<b>1.8%</b>

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>2130</b>	<b>INVESTIGATIONS</b>								
01-2130-410000	Administrative Salaries	102,864	-	-	-	-	-	-	0.0%
01-2130-431000	Officer Salaries	312,268	388,547	415,410	415,396	423,792	423,792	423,792	2.0%
01-2130-435000	Overtime	9,548	20,051	20,000	42,000	20,000	20,000	20,000	0.0%
01-2130-435001	Holiday Bank	12,025	11,728	14,000	14,000	14,000	14,000	14,000	0.0%
01-2130-436000	On Call Pay	1,920	1,800	2,016	1,968	2,016	2,016	2,016	0.0%
01-2130-436100	Uniform Allowance	1,440	1,350	1,344	1,392	1,344	1,344	1,344	0.0%
01-2130-438000	Longevity	1,200	1,680	2,640	2,640	2,640	2,640	2,640	0.0%
01-2130-440000	Misc Fringe Benefits	3,200	3,165	3,200	3,200	3,200	3,200	3,200	0.0%
01-2130-441000	FICA/Medicare	33,465	31,900	35,082	36,406	35,726	35,726	35,726	1.8%
01-2130-442000	Workers Compensation	18,121	17,836	21,822	18,604	18,686	18,686	18,686	-14.4%
01-2130-443000	Unemployment/Transit Tax	1,332	850	460	483	937	937	937	103.7%
01-2130-444000	Retirement-PERS	82,356	78,783	107,154	109,811	109,093	109,093	109,093	1.8%
01-2130-444002	Retirement-Pension Bond	14,738	21,477	20,639	22,082	20,176	20,176	20,176	-2.2%
01-2130-445000	Health/Life/LTD	81,801	92,993	102,335	102,122	109,580	109,580	109,580	7.1%
Total Personnel Services		676,278	672,160	746,102	770,103	761,190	761,190	761,190	2.0%
01-2130-520000	Dues & Meetings	75	-	500	300	500	500	500	0.0%
01-2130-521000	Confidential Funds	-	-	5,000	5,000	5,000	5,000	5,000	0.0%
01-2130-523000	Supplies & Equipment	268	758	2,000	1,996	2,000	2,000	2,000	0.0%
01-2130-523004	Photographic Equipment	125	588	700	-	700	700	700	0.0%
01-2130-525000	Travel & Training	1,060	2,805	3,500	5,632	3,500	3,500	3,500	0.0%
01-2130-528000	Investigation Expense	20	-	-	-	-	-	-	0.0%
01-2130-533000	Contractual Services	227	53	1,500	-	1,500	1,500	1,500	0.0%
01-2130-533045	Maintenance Agreements	4,012	433	3,500	3,333	3,500	3,500	3,500	0.0%
01-2130-534000	Vehicle Lease	1,200	1,200	1,200	1,200	1,200	1,200	1,200	0.0%
01-2130-563000	Vehicle Maintenance	786	2,370	2,000	1,883	2,000	2,000	2,000	0.0%
01-2130-566120	Small Equipment Replacement	1,204	1,038	3,000	1,586	3,000	3,000	3,000	0.0%
01-2130-580000	Professional Services	252	989	2,000	2,693	2,000	2,000	2,000	0.0%
01-2130-590001	Internal Chrg-Veh/Equip	16,000	16,000	16,000	16,000	16,000	16,000	16,000	0.0%
01-2130-590004	Internal Chrg-Forensic Equip	5,000	6,371	5,000	5,000	5,000	5,000	5,000	0.0%
Total Materials and Services		30,230	32,604	45,900	44,622	45,900	45,900	45,900	0.0%
<b>2130</b>	<b>TOTAL INVESTIGATIONS</b>	<b>706,508</b>	<b>704,765</b>	<b>792,002</b>	<b>814,725</b>	<b>807,090</b>	<b>807,090</b>	<b>807,090</b>	<b>1.9%</b>

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>2150</b>	<b>SUPPORT SERVICES</b>								
01-2150-410000	Administrative Salaries	36,811	39,389	42,334	42,132	43,896	43,896	43,896	3.7%
01-2150-420000	Clerical Salaries	98,732	102,329	112,331	111,982	114,520	114,520	114,520	1.9%
01-2150-435000	Overtime	6,316	2,997	3,000	3,000	2,919	2,919	2,919	-2.7%
01-2150-435001	Holiday Bank	3,732	3,804	5,000	5,000	5,000	5,000	5,000	0.0%
01-2150-438000	Longevity	1,280	1,780	5,160	5,280	5,400	5,400	5,400	4.7%
01-2150-440000	Misc Fringe Benefits	320	320	320	320	320	320	320	0.0%
01-2150-441000	FICA/Medicare	10,826	11,093	12,863	12,609	13,163	13,163	13,163	2.3%
01-2150-442000	Workers Compensation	658	649	899	749	797	797	797	-11.3%
01-2150-443000	Unemployment/Transit Tax	440	302	170	169	346	346	346	103.5%
01-2150-444000	Retirement-PERS	27,111	27,765	38,730	38,418	39,650	39,650	39,650	2.4%
01-2150-444002	Retirement-Pension Bond	4,936	7,885	7,568	7,861	7,436	7,436	7,436	-1.7%
01-2150-445000	Health/Life/LTD	48,139	47,313	50,759	50,326	54,359	54,359	54,359	7.1%
	<b>Total Personnel Services</b>	<b>239,302</b>	<b>245,627</b>	<b>279,134</b>	<b>277,847</b>	<b>287,806</b>	<b>287,806</b>	<b>287,806</b>	<b>3.1%</b>
01-2150-520000	Dues & Meetings	172	162	300	215	300	300	300	0.0%
01-2150-523000	Supplies & Equipment	2,303	1,409	1,900	1,578	1,900	1,900	1,900	0.0%
01-2150-525000	Travel & Training	1,175	1,749	2,000	1,950	2,000	2,000	2,000	0.0%
01-2150-527000	Community Policing	824	353	3,000	500	3,000	3,000	3,000	0.0%
01-2150-532000	Bank Fees	356	188	500	350	500	500	500	0.0%
01-2150-532001	R.A.I.N. Agreement	5,314	5,866	5,866	5,866	6,452	6,452	6,452	10.0%
01-2150-533000	Contractual Services	8,720	8,076	10,782	10,862	10,782	10,782	10,782	0.0%
01-2150-533045	Maintenance Agreements	13,700	14,061	15,290	14,212	15,290	15,290	15,290	0.0%
01-2150-566000	Equip Repair & Maintenance	3,483	3,114	4,500	2,535	4,500	4,500	4,500	0.0%
	<b>Total Materials and Services</b>	<b>36,047</b>	<b>34,977</b>	<b>44,138</b>	<b>38,068</b>	<b>44,724</b>	<b>44,724</b>	<b>44,724</b>	<b>1.3%</b>
<b>2150</b>	<b>TOTAL SUPPORT SERVICES</b>	<b>275,348</b>	<b>280,604</b>	<b>323,272</b>	<b>315,915</b>	<b>332,530</b>	<b>332,530</b>	<b>332,530</b>	<b>2.9%</b>
<b>2160</b>	<b>ANIMAL CONTROL</b>								
01-2160-540000	Utilities	4,839	5,562	4,654	7,100	-	-	-	-100.0%
	<b>Total Materials and Services</b>	<b>4,839</b>	<b>5,562</b>	<b>4,654</b>	<b>7,100</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-100.0%</b>
<b>2160</b>	<b>TOTAL ANIMAL CONTROL</b>	<b>4,839</b>	<b>5,562</b>	<b>4,654</b>	<b>7,100</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-100.0%</b>
<b>2170</b>	<b>POLICE RESERVES</b>								
01-2170-512000	Uniforms	-	2,592	-	2,104	-	-	-	0.0%
01-2170-520000	Dues & Meetings	-	269	-	-	-	-	-	0.0%
01-2170-520003	Recruitment Expense	-	420	-	1,154	-	-	-	0.0%
01-2170-523001	Firearms	-	9,252	-	-	-	-	-	0.0%
01-2170-525000	Travel & Training	-	-	-	900	-	-	-	0.0%
01-2170-580000	Professional Services	-	713	-	-	-	-	-	0.0%
01-2170-596000	Reserve Police Costs	-	9,350	10,000	9,813	10,000	10,000	10,000	0.0%
01-2170-596003	Reserve Officers' Ammunition	-	-	1,800	-	1,800	1,800	1,800	0.0%
	<b>Total Materials and Services</b>	<b>-</b>	<b>22,596</b>	<b>11,800</b>	<b>13,970</b>	<b>11,800</b>	<b>11,800</b>	<b>11,800</b>	<b>0.0%</b>
<b>2170</b>	<b>TOTAL POLICE RESERVES</b>	<b>-</b>	<b>22,596</b>	<b>11,800</b>	<b>13,970</b>	<b>11,800</b>	<b>11,800</b>	<b>11,800</b>	<b>0.0%</b>
	<b>TOTAL POLICE DEPARTMENT</b>	<b>5,616,278</b>	<b>6,078,655</b>	<b>6,871,213</b>	<b>6,605,006</b>	<b>7,063,190</b>	<b>7,063,190</b>	<b>7,063,190</b>	<b>2.8%</b>



## FUND 01: General Fund – Fire

	<u>16-17</u>	<u>17-18</u>	<u>18-19</u>
BUDGETED STAFF FTE:	0.00	0.00	0.00

### Description

The Newberg Fire Department had a long history of providing fire suppression, rescue, emergency medical services, fire prevention and life safety education to both the City of Newberg and the Newberg Rural Fire Protection District. The level of resources required to maintain a high level of service continued to outpace the City's ability to fund the staff, equipment, and infrastructure. Calls for service had continued to rise. In response to this growing need, City Council entered into an Intergovernmental Agreement with Tualatin Valley Fire & Rescue (TVF&R) in March 2016 for a two-year functional consolidation. This contract provided additional staffing, improved apparatus, and ongoing training, as well as continued the long-standing commitment to community service through the annual Easter Egg Hunt, the Pancake Breakfast, the Old Fashioned Festival, Toy & Joy Golf Tournament, school visits, and many other opportunities to keep the local feel to the department. As of July 1, 2018, fire services within the City of Newberg will officially transfer to TVF&R.

### Significant Changes

The City's contract ends on June 30, 2018, and the City's fire services will be annexed into TVF&R. The reduction in fire expenditures is coupled with a reduction in property tax revenue as a charter amendment passed in November of 2017 that will reduce the City's tax levy.

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>FIRE DEPARTMENT 22XX</b>									
<b>2210</b>	<b>FIRE ADMINISTRATION</b>								
01-2210-410000	Administrative Salaries	119,379	-	-	-	-	-	-	0.0%
01-2210-420000	Clerical Salaries	84,040	-	-	-	-	-	-	0.0%
01-2210-435000	Overtime	30,390	-	-	-	-	-	-	0.0%
01-2210-436000	Standby Pay	8,390	-	-	-	-	-	-	0.0%
01-2210-438000	Longevity	1,200	-	-	-	-	-	-	0.0%
01-2210-440000	Misc Fringe Benefits	640	-	-	-	-	-	-	0.0%
01-2210-441000	FICA/Medicare	16,761	-	-	-	-	-	-	0.0%
01-2210-442000	Workers Compensation	5,835	-	-	-	-	-	-	0.0%
01-2210-443000	Unemployment/Transit Tax	742	-	-	-	-	-	-	0.0%
01-2210-444000	Retirement-PERS	26,437	-	-	-	-	-	-	0.0%
01-2210-444001	Retirement-Principal	15,298	-	-	-	-	-	-	0.0%
01-2210-444002	Retirement-Pension Bond	5,313	-	-	-	-	-	-	0.0%
01-2210-445000	Health/Life/LTD	34,911	-	-	-	-	-	-	0.0%
<b>Total Personnel Services</b>		<b>349,336</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>
01-2210-510000	Office Supplies	1,208	-	-	-	-	-	-	0.0%
01-2210-511000	Postage	147	-	-	-	-	-	-	0.0%
01-2210-520000	Dues & Meetings	706	-	-	-	-	-	-	0.0%
01-2210-523000	Supplies & Equipment	2,473	-	-	-	-	-	-	0.0%
01-2210-525000	Travel & Training	3,180	-	-	-	-	-	-	0.0%
01-2210-533000	Contractual Services	-	3,718,428	3,866,703	3,866,703	-	-	-	-100.0%
01-2210-533045	Maintenance Agreements	10,717	-	-	-	-	-	-	0.0%
01-2210-540000	Utilities	16,094	976	-	937	-	-	-	0.0%
01-2210-551000	Books & Publications	305	-	-	-	-	-	-	0.0%
01-2210-562000	Fuel	1,340	-	-	-	-	-	-	0.0%
01-2210-563000	Vehicle Maintenance	1,648	-	-	-	-	-	-	0.0%
01-2210-566100	Safety Equipment	44	-	-	-	-	-	-	0.0%
01-2210-575000	Bond Registration Costs	261	-	-	-	-	-	-	0.0%
01-2210-580000	Professional Services	25	-	-	-	-	-	-	0.0%
01-2210-590000	Internal Chrg-Admin Support Services	386,797	-	-	-	-	-	-	0.0%
01-2210-590006	Internal Chrg-Network Upgrade	10,893	-	-	-	-	-	-	0.0%
01-2210-590007	Internal Chrg-MDT	15,000	-	-	-	-	-	-	0.0%
<b>Total Materials and Services</b>		<b>450,839</b>	<b>3,719,404</b>	<b>3,866,703</b>	<b>3,867,640</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-100.0%</b>
<b>2210</b>	<b>TOTAL FIRE ADMINISTRATION</b>	<b>800,176</b>	<b>3,719,404</b>	<b>3,866,703</b>	<b>3,867,640</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-100.0%</b>

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>2220</b>	<b>FIRE SUPPRESSION</b>								
01-2220-410000	Administrative Salaries	104,128	-	-	-	-	-	-	0.0%
01-2220-431000	Firefighter Salaries	1,131,190	-	-	-	-	-	-	0.0%
01-2220-435000	Overtime	216,647	-	-	-	-	-	-	0.0%
01-2220-435001	Holiday Bank	69,986	-	-	-	-	-	-	0.0%
01-2220-436000	Standby Pay	6,481	-	-	-	-	-	-	0.0%
01-2220-438000	Longevity	2,880	-	-	-	-	-	-	0.0%
01-2220-440000	Misc Fringe Benefits	1,280	-	-	-	-	-	-	0.0%
01-2220-441000	FICA/Medicare	115,372	-	-	55	-	-	-	0.0%
01-2220-442000	Workers Compensation	57,560	-	-	-	-	-	-	0.0%
01-2220-443000	Unemployment/Transit Tax	4,723	-	-	-	-	-	-	0.0%
01-2220-444000	Retirement-PERS	268,948	(551)	-	-	-	-	-	0.0%
01-2220-444002	Retirement-Pension Bond	49,253	-	-	-	-	-	-	0.0%
01-2220-445000	Health/Life/LTD	234,696	42	-	(1,491)	-	-	-	0.0%
Total Personnel Services		2,263,144	(509)	-	(1,436)	-	-	-	0.0%
01-2220-512000	Uniforms	18,753	-	-	-	-	-	-	0.0%
01-2220-520000	Dues & Meetings	470	-	-	-	-	-	-	0.0%
01-2220-520003	Recruitment Expense	121	-	-	-	-	-	-	0.0%
01-2220-523000	Supplies & Equipment	33,142	3,901	-	-	-	-	-	0.0%
01-2220-523020	Small Equipment	5,590	135	-	-	-	-	-	0.0%
01-2220-525000	Travel & Training	12,119	(299)	-	-	-	-	-	0.0%
01-2220-533045	Maintenance Agreements	5,400	-	-	-	-	-	-	0.0%
01-2220-551000	Books & Publications	731	-	-	-	-	-	-	0.0%
01-2220-562000	Fuel	14,832	-	-	-	-	-	-	0.0%
01-2220-563000	Vehicle Maintenance	62,529	77	-	-	-	-	-	0.0%
01-2220-566000	Equip Repair & Maintenance	16,039	-	-	-	-	-	-	0.0%
01-2220-566100	Safety Equipment	22,834	-	-	-	-	-	-	0.0%
01-2220-590008	Internal Chrg-Radio Replace	32,786	-	-	-	-	-	-	0.0%
01-2220-596000	Volunteer Costs	15,306	(22)	-	-	-	-	-	0.0%
01-2220-596001	Volunteer Training	5,463	-	-	-	-	-	-	0.0%
01-2220-596002	Volunteer LOSAP	17,500	-	-	-	-	-	-	0.0%
Total Materials and Services		263,614	3,791	-	-	-	-	-	0.0%
<b>2220</b>	<b>TOTAL FIRE SUPPRESSION</b>	<b>2,526,758</b>	<b>3,282</b>	<b>-</b>	<b>(1,436)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>2230</b>	<b>FIRE PREVENTION</b>								
01-2230-432000	Inspector Salaries	104,894	-	-	-	-	-	-	0.0%
01-2230-435000	Overtime	20,594	-	-	-	-	-	-	0.0%
01-2230-436000	Standby Pay	9,775	-	-	-	-	-	-	0.0%
01-2230-438000	Longevity	1,200	-	-	-	-	-	-	0.0%
01-2230-440000	Misc Fringe Benefits	640	-	-	-	-	-	-	0.0%
01-2230-441000	FICA/Medicare	9,832	-	-	-	-	-	-	0.0%
01-2230-442000	Workers Compensation	4,709	-	-	-	-	-	-	0.0%
01-2230-443000	Unemployment/Transit Tax	419	-	-	-	-	-	-	0.0%
01-2230-444000	Retirement-PERS	28,845	-	-	-	-	-	-	0.0%
01-2230-444002	Retirement-Pension Bond	4,885	-	-	-	-	-	-	0.0%
01-2230-445000	Health/Life/LTD	19,528	-	-	-	-	-	-	0.0%
Total Personnel Services		205,322	-	-	-	-	-	-	0.0%
01-2230-520000	Dues & Meetings	250	-	-	-	-	-	-	0.0%
01-2230-523000	Supplies & Equipment	937	-	-	-	-	-	-	0.0%
01-2230-523011	Fire Prevention	2,103	-	-	-	-	-	-	0.0%
01-2230-525000	Travel & Training	1,802	-	-	-	-	-	-	0.0%
01-2230-562000	Fuel	1,380	-	-	-	-	-	-	0.0%
01-2230-563000	Vehicle Maintenance	1,594	-	-	-	-	-	-	0.0%
Total Materials and Services		8,065	-	-	-	-	-	-	0.0%
<b>2230</b>	<b>TOTAL FIRE PREVENTION</b>	<b>213,387</b>	-	-	-	-	-	-	<b>0.0%</b>
<b>TOTAL FIRE DEPARTMENT</b>		<b>3,540,320</b>	<b>3,722,686</b>	<b>3,866,703</b>	<b>3,866,204</b>	-	-	-	<b>-100.0%</b>

## FUND 01: General Fund – Police – Communications

	<u>16-17</u>	<u>17-18</u>	<u>18-19</u>
BUDGETED STAFF FTE:	7.65	7.65	7.80

### Description

The Communications division is the answering point for all emergency 911 calls for east Yamhill County, as well as the switchboard for Newberg-Dundee Police business lines and after-hour emergency calls for Newberg and Dundee Public Works. Communications performs records functions in support of police operations, as well as serving as the CJIS/LEDS Rep for police, legal and court.

During FY 2017-2018, Newberg-Dundee Communications:

- Current status includes one trainee with two vacancies. Ongoing training.
- Implemented Text-To-911
- Began WCCCA/C800/Newberg (WCN) 800 MHz radio system project, upgrading from analog to digital technology.
- In FY17-18, there was a budget of \$2.2M in Capital Outlay. Project expenses have been moved to a new fund (21) in order to provide better project management and transparency. A supplemental budget will be presented to Council in May or June 2018 to move the appropriations to the new fund.

### Significant Changes

- 0.15 FTE shifted from the 911 Fund to the General Fund due to the inability of the 911 Fund to keep pace with rising costs.
- Each department shares a portion of the cost of the administrative support services fund. As a result of increased from administrative services, due to the public safety communications upgrade, the Communications Department realized an increase in the Internal Charge-Admin Support Services account.

Future anticipated projects for Newberg-Dundee Communications:

- TriTech CAD and mobile software replacement
- Dispatch furniture replacement

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>2310</b>	<b>COMMUNICATIONS</b>								
01-2310-410000	Administrative Salaries	36,812	39,389	42,334	42,133	43,896	43,896	43,896	3.7%
01-2310-420000	Dispatch Salaries	280,525	308,250	370,174	282,410	350,776	350,776	350,776	-5.2%
01-2310-435000	Overtime	39,972	58,303	35,000	43,270	30,000	30,000	30,000	-14.3%
01-2310-435001	Holiday Bank	10,375	9,894	14,000	12,858	14,000	14,000	14,000	0.0%
01-2310-438000	Longevity	520	1,180	1,320	1,320	600	600	600	-54.5%
01-2310-440000	Misc Fringe Benefits	320	320	320	320	320	320	320	0.0%
01-2310-441000	FICA/Medicare	27,451	31,055	35,431	28,806	33,629	33,629	33,629	-5.1%
01-2310-442000	Workers Compensation	1,623	1,819	2,386	1,682	2,013	2,013	2,013	-15.6%
01-2310-443000	Unemployment/Transit Tax	1,110	831	467	385	883	883	883	89.1%
01-2310-444000	Retirement-PERS	52,422	61,133	99,934	76,414	92,830	92,830	92,830	-7.1%
01-2310-444002	Retirement-Pension Bond	11,063	17,891	20,846	16,923	18,995	18,995	18,995	-8.9%
01-2310-445000	Health/Life/LTD	86,769	98,881	147,829	102,285	157,406	157,406	157,406	6.5%
Total Personnel Services		548,962	628,945	770,041	608,804	745,348	745,348	745,348	-3.2%
01-2310-520000	Dues & Meetings	429	463	500	431	500	500	500	0.0%
01-2310-520003	Recruitment Expense	941	2,011	-	1,276	-	-	-	0.0%
01-2310-523000	Supplies & Equipment	582	1,586	4,000	3,688	4,000	4,000	4,000	0.0%
01-2310-525000	Travel & Training	2,800	2,150	2,500	2,545	4,000	4,000	4,000	60.0%
01-2310-526000	Employee Testing	512	-	500	500	500	500	500	0.0%
01-2310-533000	Contractual Services	5,321	3,234	16,420	15,200	16,420	16,420	16,420	0.0%
01-2310-533045	Maintenance Agreements	142,200	79,247	83,950	83,389	83,950	83,950	83,950	0.0%
01-2310-566000	Equip Repair & Maintenance	2,318	3,505	2,000	2,000	2,000	2,000	2,000	0.0%
01-2310-566120	Small Equipment Replacement	1,146	1,920	2,000	1,756	2,000	2,000	2,000	0.0%
01-2310-575001	Debt Issue Costs	-	-	47,300	47,300	-	-	-	-100.0%
01-2310-590000	Internal Chrg-Admin Support Services	252,431	307,698	361,261	347,196	445,733	445,733	445,733	23.4%
01-2310-590003	Internal Chrg-Capital Replace	19,000	19,000	19,000	19,000	19,000	19,000	19,000	0.0%
01-2310-590006	Internal Chrg-Network Upgrade	5,206	7,888	7,888	7,888	9,615	9,615	9,615	21.9%
Total Materials and Services		432,886	428,702	547,319	532,168	587,718	587,718	587,718	7.4%
01-2310-610000	Capital Outlay	-	-	-	-	-	-	-	0.0%
Total Capital Outlay		-	-	-	-	-	-	-	0.0%
<b>2310</b>	<b>TOTAL COMMUNICATIONS</b>	<b>981,848</b>	<b>1,057,647</b>	<b>1,317,360</b>	<b>1,140,973</b>	<b>1,333,066</b>	<b>1,333,066</b>	<b>1,333,066</b>	<b>1.2%</b>

## FUND 01: General Fund – Library

**16-17 17-18 18-19**

**BUDGETED STAFF FTE: 12.44 12.44 12.44**

### **Description**

In today's world, the Newberg Public Library is much more than a depository of books waiting for people to stop in and check them out. It is a place for parents to learn how to encourage early literacy with their children, an opportunity for teens to become leaders and kids to succeed. It's a place for individuals to find jobs, learn new skills, and complete the activities required of participation in the modern world. The library supports learning in many ways, including book clubs, speakers, workshops, and materials placed in the waiting rooms and community gathering places around the community. And, of course, there are still books.

### **Significant Changes**

In FY18, we spent considerable time on remodeling projects to our 1912/1985 building and in FY19, a new office and workroom space will be carved out of the existing workroom upstairs. (01-3120-610000)

After years of a materials budget that equaled 1988 spending, over the last three years that section of the budget has been increased to be comparable to other libraries Newberg's size in Oregon. This has resulted in check out of materials growing and residents finding the materials they need. For FY19, it is up 3% over FY18. This includes AV and ebooks, but print books are still valued and used. (01-3120-551...)

Funds are included for Recruitment (01-3120-520003) for the first time. While no formal letters of retirement have been submitted, a number of staff are making plans to retire in late FY19 and early FY20, including the Library Director. There will be expenses associated with those recruitments.

The expense for the Regional Library system went up 5%. This is a formula based fee that is simply based on Newberg's Assessed Valuation and the tax rate for CCRLS throughout the district (\$.0815). Newberg is outside the district and consequently is charged this membership fee in lieu of tax payments. CCRLS provides significant services including the checkout system, library catalog, courier service, online resources like ebooks, 19 computers within the building (as well as supporting those computers) and support for training and cooperative purchasing discounts. If Newberg attempted to operate without CCRLS, costs would be greater and services to residents would be diminished.

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>3120</b>	<b>LIBRARY SERVICES</b>								
01-3120-410000	Administrative Salaries	215,255	217,879	182,498	182,375	195,118	195,118	195,118	6.9%
01-3120-431000	Salaries & Wages	406,006	455,986	534,723	531,972	564,677	564,677	564,677	5.6%
01-3120-438000	Longevity	2,940	2,820	2,880	2,280	2,400	2,400	2,400	-16.7%
01-3120-440000	Misc Fringe Benefits	1,010	1,280	1,280	1,280	1,280	1,280	1,280	0.0%
01-3120-441000	FICA/Medicare	47,501	50,960	55,186	54,432	58,406	58,406	58,406	5.8%
01-3120-442000	Workers Compensation	2,866	2,976	4,233	3,296	3,793	3,793	3,793	-10.4%
01-3120-443000	Unemployment/Transit Tax	1,890	1,353	731	727	1,536	1,536	1,536	110.1%
01-3120-444000	Retirement-PERS	19,657	21,031	36,690	32,642	38,943	38,943	38,943	6.1%
01-3120-444001	Retirement-Principal	61,998	80,368	94,252	93,650	107,271	107,271	107,271	13.8%
01-3120-444002	Retirement-Pension Bond	3,153	5,163	7,260	6,330	7,384	7,384	7,384	1.7%
01-3120-445000	Health/Life/LTD	82,859	89,937	113,331	100,696	108,582	108,582	108,582	-4.2%
Total Personnel Services		845,134	929,753	1,033,064	1,009,681	1,089,390	1,089,390	1,089,390	5.5%
01-3120-510000	Office Supplies	4,999	8,656	5,000	7,000	7,000	7,000	7,000	40.0%
01-3120-515000	Printing & Advertising	68	1,143	200	200	200	200	200	0.0%
01-3120-520000	Dues & Meetings	1,339	2,020	1,100	1,653	1,653	1,653	1,653	50.3%
01-3120-520003	Recruitment Expense	-	80	-	500	1,000	1,000	1,000	100.0%
01-3120-523000	Supplies & Equipment	2,743	2,329	4,300	2,300	2,500	2,500	2,500	-41.9%
01-3120-525000	Travel & Training	2,550	1,099	6,312	5,113	6,300	6,300	6,300	-0.2%
01-3120-532000	Bank Fees	1,778	971	2,000	1,981	2,000	2,000	2,000	0.0%
01-3120-533000	Contractual Services	2,761	558	2,400	2,400	2,400	2,400	2,400	0.0%
01-3120-533045	Maintenance Agreements	3,814	3,659	2,900	2,900	2,900	2,900	2,900	0.0%
01-3120-540000	Utilities	32,854	34,172	33,792	33,792	34,000	34,000	34,000	0.6%
01-3120-542001	Regional Library Service	129,409	134,893	141,268	141,268	148,604	148,604	148,604	5.2%
01-3120-551000	Books & Publications	37,231	36,098	50,000	50,000	51,500	51,500	51,500	3.0%
01-3120-551001	Audio-Visual	8,974	10,107	10,000	10,000	10,300	10,300	10,300	3.0%
01-3120-551002	Periodicals	6,144	4,713	5,250	5,250	5,400	5,400	5,400	2.9%
01-3120-551003	Children's Books	17,939	21,212	24,000	24,000	24,700	24,700	24,700	2.9%
01-3120-551004	Children's Audio-Visual	3,229	2,101	3,500	3,500	2,600	2,600	2,600	-25.7%
01-3120-551005	Children's Periodicals	-	211	250	250	250	250	250	0.0%
01-3120-551006	Electronic Resources	-	2,033	5,000	5,000	5,200	5,200	5,200	4.0%
01-3120-551007	Adult Book Replacement	353	283	500	500	500	500	500	0.0%
01-3120-551008	Children's Book Replacement	2,214	1,495	1,500	1,500	1,500	1,500	1,500	0.0%
01-3120-551009	Lost Book Refunds	99	86	150	100	100	100	100	-33.3%
01-3120-566000	Equip Repair & Maintenance	443	-	500	500	500	500	500	0.0%
01-3120-590000	Internal Chrg-Admin Support Services	169,611	264,305	377,136	362,452	402,084	402,084	402,084	6.6%
01-3120-590002	Internal Chrg-Computers	2,500	2,500	3,000	3,000	3,000	3,000	3,000	0.0%
01-3120-590006	Internal Chrg-Network Upgrade	2,640	3,999	3,999	3,999	2,301	2,301	2,301	-42.5%
01-3120-596000	Volunteer Costs	-	28	50	50	100	100	100	100.0%
Total Materials and Services		433,691	538,752	684,107	669,207	718,592	718,592	718,592	5.0%
01-3120-610000	Capital Outlay	-	8,171	50,000	50,000	25,000	25,000	25,000	-50.0%
Total Capital Outlay		-	8,171	50,000	50,000	25,000	25,000	25,000	-50.0%
<b>3120</b>	<b>TOTAL LIBRARY SERVICES</b>	<b>1,278,825</b>	<b>1,476,676</b>	<b>1,767,171</b>	<b>1,728,887</b>	<b>1,832,982</b>	<b>1,832,982</b>	<b>1,832,982</b>	<b>3.7%</b>



## FUND 01: General Fund – Community Development - Planning

16-17 17-18 18-19

BUDGETED STAFF FTE: 4.61 4.61 4.61

### Description

The Community Development Department, Planning Division, administers land use planning functions including current planning, long range planning, Economic Development, and planning services to the City of Dundee through an Intergovernmental Agreement.

### Significant Changes

Revenue is proposed to slightly increase for Planning/Subdivision fees and the planning contract with the City of Dundee. There is a reduction in planning grants (Newberg 2030 and Riverfront Master Plan) as the work program for both activities split the FY18 and FY19 fiscal years.

Materials and services includes increases in Office Supplies, Printing & Postage, Dues & Meetings, Supplies and Equipment, and Professional Services in the amount of \$27,400 to cover the costs to implement the Community Visioning program with the intent to contract with the University of Oregon Community Services Center for a Resource Assistance for Rural Environments (RARE) person to work with the City.

Materials and services decreases include reductions for Planning Misc Grants (Newberg 2030 and Riverfront Master Plan) as the work program for both activities split the FY18 and FY19 fiscal years. Professional Services includes work activities to implement the Newberg Downtown Improvement Plan, for traffic consultant services for the Downtown Improvement Plan comprehensive plan, and zone change services for the West End Mill District.

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>4110</b>	<b>PLANNING</b>								
01-4110-410000	Administrative Salaries	87,687	93,108	97,390	97,330	101,844	101,844	101,844	4.6%
01-4110-420000	Clerical Salaries	30,590	33,938	35,170	35,132	37,684	37,684	37,684	7.1%
01-4110-431000	Salaries & Wages	138,992	169,194	199,192	187,730	197,299	197,299	197,299	-1.0%
01-4110-435000	Overtime	-	3	-	-	-	-	-	0.0%
01-4110-438000	Longevity	480	680	480	280	-	-	-	-100.0%
01-4110-440000	Misc Fringe Benefits	544	544	544	545	544	544	544	0.0%
01-4110-441000	FICA/Medicare	19,328	22,131	25,459	24,171	25,810	25,810	25,810	1.4%
01-4110-442000	Workers Compensation	3,383	3,602	5,560	3,740	4,676	4,676	4,676	-15.9%
01-4110-443000	Unemployment/Transit Tax	774	592	336	325	677	677	677	101.5%
01-4110-444000	Retirement-PERS	18,612	19,751	35,796	32,094	41,353	41,353	41,353	15.5%
01-4110-444001	Retirement-Principal	34,022	45,066	45,145	34,992	19,708	19,708	19,708	-56.3%
01-4110-444002	Retirement-Pension Bond	2,954	4,840	7,456	7,457	10,634	10,634	10,634	42.6%
01-4110-445000	Health/Life/LTD	43,362	55,970	76,798	70,727	89,520	89,520	89,520	16.6%
Total Personnel Services		380,728	449,419	529,326	494,521	529,749	529,749	529,749	0.1%
01-4110-510000	Office Supplies	1,760	2,656	3,000	2,759	3,500	3,500	3,500	16.7%
01-4110-511000	Postage	-	-	100	100	100	100	100	0.0%
01-4110-515000	Printing & Advertising	1,831	951	2,000	1,577	2,500	2,500	2,500	25.0%
01-4110-520000	Dues & Meetings	1,663	2,278	2,645	2,645	4,430	4,430	4,430	67.5%
01-4110-520003	Recruitment Expense	-	110	850	405	850	850	850	0.0%
01-4110-523000	Supplies & Equipment	-	1,147	1,182	1,182	2,200	2,200	2,200	86.1%
01-4110-525000	Travel & Training	1,437	1,224	3,245	2,339	4,145	4,145	4,145	27.7%
01-4110-532000	Bank Fees	617	1,992	2,000	3,200	3,200	3,200	3,200	60.0%
01-4110-533000	Contractual Services	-	-	250	250	270	270	270	8.0%
01-4110-533011	Planning Misc Grants	176,179	139,681	205,000	142,050	122,951	122,951	122,951	-40.0%
01-4110-533045	Maintenance Agreements	5,522	5,647	13,350	13,628	14,248	14,248	14,248	6.7%
01-4110-540000	Utilities	-	-	-	136	408	408	408	100.0%
01-4110-551000	Books & Publications	-	40	150	80	150	150	150	0.0%
01-4110-562000	Fuel	1,533	1,264	1,500	917	1,000	1,000	1,000	-33.3%
01-4110-563000	Vehicle Maintenance	-	68	600	300	600	600	600	0.0%
01-4110-576000	Recording Fees	-	-	100	100	100	100	100	0.0%
01-4110-580000	Professional Services	10,829	4,078	249,000	13,142	172,510	172,510	172,510	-30.7%
01-4110-580005	Land Use Planning Appeals	-	-	100	100	100	100	100	0.0%
01-4110-590000	Internal Chrg-Admin Support Services	192,658	249,933	244,394	234,880	244,261	244,261	244,261	-0.1%
01-4110-590006	Internal Chrg-Network Upgrade	2,582	3,910	3,910	3,910	2,381	2,381	2,381	-39.1%
Total Materials and Services		396,610	414,979	733,376	423,699	579,904	579,904	579,904	-20.9%
<b>4110</b>	<b>TOTAL PLANNING</b>	<b>777,338</b>	<b>864,398</b>	<b>1,262,702</b>	<b>918,220</b>	<b>1,109,653</b>	<b>1,109,653</b>	<b>1,109,653</b>	<b>-12.1%</b>

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>NONDEPARTMENTAL 91XX</b>									
<b>9170</b>	<b>TRANSFERS</b>								
01-9170-907000	Transfer Out-Water Fund	-	13,810	13,810	13,810	13,810	13,810	13,810	0.0%
01-9170-909000	Transfer Out-Debt Service	-	-	91,673	-	372,575	372,575	372,575	306.4%
01-9170-925000	Transfer Out-PERS Reserve Fund	-	142,652	-	-	-	-	-	0.0%
01-9170-932000	Transfer Out-Veh/Equip Replacement	12,323	16,412	16,412	16,412	16,412	16,412	16,412	0.0%
01-9170-947000	Transfer Out-Water SDC	21,939	21,939	21,939	21,939	21,939	21,939	21,939	0.0%
<b>9170</b>	<b>TOTAL TRANSFERS</b>	<b>34,262</b>	<b>194,813</b>	<b>143,834</b>	<b>52,161</b>	<b>424,736</b>	<b>424,736</b>	<b>424,736</b>	<b>195.3%</b>
<b>9180</b>	<b>RESERVES</b>								
01-9180-800000	Contingency	-	-	607,843	-	1,207,981	1,207,981	1,207,981	98.7%
01-9180-880000	Unappropriated Fund Balance	-	-	1,100,000	-	1,100,000	1,100,000	1,100,000	0.0%
<b>9180</b>	<b>TOTAL RESERVES</b>	<b>-</b>	<b>-</b>	<b>1,707,843</b>	<b>-</b>	<b>2,307,981</b>	<b>2,307,981</b>	<b>2,307,981</b>	<b>35.1%</b>
<b>TOTAL NONDEPARTMENTAL</b>		<b>34,262</b>	<b>194,813</b>	<b>1,851,677</b>	<b>52,161</b>	<b>2,732,717</b>	<b>2,732,717</b>	<b>2,732,717</b>	<b>47.6%</b>
<b>FUND 01</b>	<b>TOTAL GENERAL FUND</b>	<b>12,751,373</b>	<b>13,960,753</b>	<b>17,459,030</b>	<b>14,804,703</b>	<b>14,604,236</b>	<b>14,604,236</b>	<b>14,604,236</b>	<b>-16.4%</b>
	ENDING FUND BALANCE	3,313,037	3,564,316	-	3,683,915	-	-	-	0.0%



# **ADMINISTRATIVE SUPPORT SERVICES FUND (31)**

Administrative Support 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
  - Community Engagement
- Split Allocation
  - Finance-Billing costs are allocated to the Wastewater (45%), Water (45%), and Stormwater (10%) Funds.
- Equipment Count
  - General Office, IT, Fleet, and Facilities are funded by other departments based on use, number of phones, service 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, service calls, and repair needs.
  - Legal is funded by allocation of time spent based upon areas in prior year experience.
  - Insurance costs are allocated based on what is covered.

## ADMIN/SUPPORT SERVICES FUND SUMMARY - REVENUES

<b>FUND 31</b>	<b>ACTUAL 2015-16</b>	<b>ACTUAL 2016-17</b>	<b>ADOPTED 2017-18</b>	<b>PROJECTED 2017-18</b>	<b>PROPOSED 2018-19</b>	<b>APPROVED 2018-19</b>	<b>ADOPTED 2018-19</b>	<b>Adopted vs. Adopted</b>
Beg F/B-Net Working Capital	588,457	474,296	553,185	728,861	378,937	378,937	378,937	-31.5%
Internal Revenues	3,628,716	4,298,951	4,694,704	4,519,705	5,034,370	5,034,370	5,034,370	7.2%
Other	66,609	50,405	55,647	72,082	41,718	41,718	41,718	-25.0%
<b>TOTAL REVENUES</b>	<b>4,283,781</b>	<b>4,823,653</b>	<b>5,303,536</b>	<b>5,320,648</b>	<b>5,455,025</b>	<b>5,455,025</b>	<b>5,455,025</b>	<b>2.9%</b>

## ADMIN/SUPPORT SERVICES FUND SUMMARY - EXPENDITURES

<b>FUND 31</b>	<b>ACTUAL 2015-16</b>	<b>ACTUAL 2016-17</b>	<b>ADOPTED 2017-18</b>	<b>PROJECTED 2017-18</b>	<b>PROPOSED 2018-19</b>	<b>APPROVED 2018-19</b>	<b>ADOPTED 2018-19</b>	<b>Adopted vs. Adopted</b>
<b>CITY MANAGER</b>								
Personnel Services	499,652	464,641	524,403	517,868	314,948	314,948	314,948	-39.9%
Materials and Services	160,907	26,120	116,578	96,890	37,348	37,348	37,348	-68.0%
<b>Total City Manager</b>	<b>660,559</b>	<b>490,761</b>	<b>640,981</b>	<b>614,758</b>	<b>352,296</b>	<b>352,296</b>	<b>352,296</b>	<b>-45.0%</b>
<b>HUMAN RESOURCES</b>								
Personnel Services	-	164,836	186,001	169,760	193,700	193,700	193,700	4.1%
Materials and Services	-	21,321	30,500	30,500	32,000	32,000	32,000	4.9%
<b>Total Human Resources</b>	<b>-</b>	<b>186,158</b>	<b>216,501</b>	<b>200,260</b>	<b>225,700</b>	<b>225,700</b>	<b>225,700</b>	<b>4.2%</b>
<b>CITY RECORDER</b>								
Personnel Services	-	-	-	-	115,190	115,190	115,190	100.0%
Materials and Services	-	-	-	-	17,325	17,325	17,325	100.0%
<b>Total City Recorder</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>132,515</b>	<b>132,515</b>	<b>132,515</b>	<b>100.0%</b>
<b>EMERGENCY MANAGEMENT</b>								
Materials and Services	-	887	-	-	-	-	-	0.0%
<b>Total Emergency Management</b>	<b>-</b>	<b>887</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>
<b>COMMUNITY ENGAGEMENT</b>								
Personnel Services	-	-	-	-	115,260	115,260	115,260	100.0%
Materials and Services	-	-	-	-	4,050	4,050	4,050	100.0%
<b>Total Community Engagement</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>119,310</b>	<b>119,310</b>	<b>119,310</b>	<b>100.0%</b>
<b>FINANCE</b>								
Personnel Services	486,891	565,904	629,786	625,844	670,938	670,938	670,938	6.5%
Materials and Services	106,051	107,440	104,940	88,951	108,810	108,810	108,810	3.7%
Capital Outlay	6,056	-	-	-	-	-	-	0.0%
<b>Total Finance</b>	<b>598,998</b>	<b>673,344</b>	<b>734,726</b>	<b>714,796</b>	<b>779,748</b>	<b>779,748</b>	<b>779,748</b>	<b>6.1%</b>
<b>GENERAL OFFICE</b>								
Materials and Services	143,371	140,474	177,289	144,912	158,547	158,547	158,547	-10.6%
<b>Total General Office</b>	<b>143,371</b>	<b>140,474</b>	<b>177,289</b>	<b>144,912</b>	<b>158,547</b>	<b>158,547</b>	<b>158,547</b>	<b>-10.6%</b>
<b>FINANCE-BILLING</b>								
Personnel Services	141,987	153,046	165,046	163,681	175,447	175,447	175,447	6.3%
Materials and Services	131,154	146,468	157,990	173,978	172,470	172,470	172,470	9.2%
Capital Outlay	1,598	-	-	-	-	-	-	0.0%
<b>Total Finance-Billing</b>	<b>274,739</b>	<b>299,514</b>	<b>323,036</b>	<b>337,659</b>	<b>347,917</b>	<b>347,917</b>	<b>347,917</b>	<b>7.7%</b>

# ADMIN/SUPPORT SERVICES FUND SUMMARY - EXPENDITURES cont'd

<b>FUND 31</b>	<b>ACTUAL 2015-16</b>	<b>ACTUAL 2016-17</b>	<b>ADOPTED 2017-18</b>	<b>PROJECTED 2017-18</b>	<b>PROPOSED 2018-19</b>	<b>APPROVED 2018-19</b>	<b>ADOPTED 2018-19</b>	<b>Adopted vs. Adopted</b>
<b>INFORMATION TECHNOLOGY</b>								
Personnel Services	584,650	744,326	845,344	842,191	884,537	884,537	884,537	4.6%
Materials and Services	108,389	178,739	191,100	169,544	207,408	207,408	207,408	8.5%
Capital Outlay	-	41,597	35,000	57,000	-	-	-	-100.0%
<b>Total Information Technology</b>	<b>693,038</b>	<b>964,662</b>	<b>1,071,444</b>	<b>1,068,735</b>	<b>1,091,945</b>	<b>1,091,945</b>	<b>1,091,945</b>	<b>1.9%</b>
<b>CITY ATTORNEY</b>								
Personnel Services	415,623	376,578	439,993	428,073	452,968	452,968	452,968	2.9%
Materials and Services	16,217	11,767	40,450	38,522	40,127	40,127	40,127	-0.8%
<b>Total City Attorney</b>	<b>431,840</b>	<b>388,345</b>	<b>480,443</b>	<b>466,595</b>	<b>493,095</b>	<b>493,095</b>	<b>493,095</b>	<b>2.6%</b>
<b>PUBLIC WORKS-FLEET</b>								
Personnel Services	153,170	165,271	208,064	208,064	227,935	227,935	227,935	9.6%
Materials and Services	25,935	21,380	31,253	31,253	29,100	29,100	29,100	-6.9%
<b>Total Public Works-Fleet</b>	<b>179,105</b>	<b>186,651</b>	<b>239,317</b>	<b>239,317</b>	<b>257,035</b>	<b>257,035</b>	<b>257,035</b>	<b>7.4%</b>
<b>PUBLIC WORKS-FACILITIES</b>								
Personnel Services	60,940	65,231	79,492	79,492	86,876	86,876	86,876	9.3%
Materials and Services	397,438	371,491	736,325	729,725	733,475	733,475	733,475	-0.4%
<b>Total Public Works-Facilities</b>	<b>458,378</b>	<b>436,721</b>	<b>815,817</b>	<b>809,218</b>	<b>820,351</b>	<b>820,351</b>	<b>820,351</b>	<b>0.6%</b>
<b>NONDEPARTMENTAL</b>								
Insurance	369,456	299,738	376,446	342,100	390,132	390,132	390,132	3.6%
Transfers Out	-	27,536	3,362	3,362	3,362	3,362	3,362	0.0%
Contingency	-	-	224,174	-	283,072	283,072	283,072	26.3%
<b>Total Nondepartmental</b>	<b>369,456</b>	<b>327,274</b>	<b>603,982</b>	<b>345,462</b>	<b>676,566</b>	<b>676,566</b>	<b>676,566</b>	<b>12.0%</b>
<b>TOTAL EXPENDITURES</b>	<b>3,809,485</b>	<b>4,094,792</b>	<b>5,303,536</b>	<b>4,941,711</b>	<b>5,455,025</b>	<b>5,455,025</b>	<b>5,455,025</b>	<b>2.9%</b>

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>FUND 31</b>	<b>ADMIN/SUPPORT SERVICES FUND</b>								
	<b>REVENUES</b>								
31-0000-300000	Beg F/B-Net Working Capital	588,457	474,296	553,185	728,861	378,937	378,937	378,937	-31.5%
31-0000-334000	Miscellaneous Grants	8,790	-	-	-	-	-	-	0.0%
31-0000-336007	Intergovernmental Garage Chrg	8,098	8,151	5,700	5,700	6,000	6,000	6,000	5.3%
31-0000-338000	Reimbursed Costs	20,469	6,637	-	-	-	-	-	0.0%
31-0000-341004	Lien Search Fees	19,360	19,272	15,000	17,400	15,000	15,000	15,000	0.0%
31-0000-341012	Assessment Fees	180	108	300	100	300	300	300	0.0%
31-0000-360000	Miscellaneous Revenues	331	-	-	3,939	-	-	-	0.0%
31-0000-361000	Interest Earned	8,933	15,203	10,000	20,000	20,000	20,000	20,000	100.0%
31-0000-364000	Sale Of Assets	66	640	-	-	-	-	-	0.0%
31-0000-370010	Internal Rev-Admin/Recorder/EM	529,362	531,724	598,984	576,658	593,220	593,220	593,220	-1.0%
31-0000-370050	Internal Rev-Human Resource	-	204,370	202,316	194,775	221,627	221,627	221,627	9.5%
31-0000-370075	Internal Rev-Utility Billing	275,106	303,352	301,871	290,618	341,641	341,641	341,641	13.2%
31-0000-370100	Internal Rev-Finance	544,827	655,590	662,944	638,232	731,017	731,017	731,017	10.3%
31-0000-370125	Internal Rev-Computer Services	683,610	938,465	1,001,243	963,921	1,072,243	1,072,243	1,072,243	7.1%
31-0000-370150	Internal Rev-Legal	497,179	514,015	448,962	432,226	484,197	484,197	484,197	7.8%
31-0000-370200	Internal Rev-Insurance	353,167	373,676	342,437	329,672	383,093	383,093	383,093	11.9%
31-0000-370300	Internal Rev-Phone/Postage	155,000	142,376	165,673	159,497	155,687	155,687	155,687	-6.0%
31-0000-370400	Internal Rev-Fleet	172,771	176,084	189,732	182,660	246,504	246,504	246,504	29.9%
31-0000-370500	Internal Rev-Facilities	417,694	459,299	780,542	751,446	805,141	805,141	805,141	3.2%
31-0000-371000	Intergovernmental Facility Chg	383	394	406	406	418	418	418	3.0%
31-0000-390025	Transfer In-PERS Reserve	-	-	24,241	24,537	-	-	-	-100.0%
<b>FUND 31</b>	<b>TOTAL REVENUES</b>	<b>4,283,781</b>	<b>4,823,653</b>	<b>5,303,536</b>	<b>5,320,648</b>	<b>5,455,025</b>	<b>5,455,025</b>	<b>5,455,025</b>	<b>2.9%</b>



**FUND 31: Admin/Support Services Fund – City Manager’s Office****16-17 17-18 18-19****BUDGETED STAFF FTE: 4.00 4.00 2.00****Description**

The City Manager’s Office includes the City Manager and Administrative Assistant. The City Manager is the chief administrative officer, which includes budget officer, for the city and oversees the city’s daily business and helps translate the policy directives from the City Council into action. The City Manager and Administrative Assistant provide staff support for the Mayor and Council on tasks related to policy and assisting the elected with engaging and responding to their constituents. The Administrative Assistant also provides support for the City Recorder and in Human Resources as requested.

**Significant Changes**

For FY19, the City Recorder and Community Engagement Specialist were moved out of the City Manager budget and were budgeted within their own separate departments.

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>CITY MANAGER'S OFFICE 12XX</b>									
<b>1210</b>	<b>CITY MANAGER</b>								
31-1210-410000	Administrative Salaries	369,935	251,523	283,697	280,344	146,274	146,274	146,274	-48.4%
31-1210-420000	Clerical Salaries	42,416	52,451	52,512	52,398	53,242	53,242	53,242	1.4%
31-1210-435000	Overtime	-	-	-	8	-	-	-	0.0%
31-1210-440000	Misc Fringe Benefits	449	1,665	1,700	1,700	640	640	640	-62.4%
31-1210-441000	FICA/Medicare	29,039	23,276	25,851	24,499	15,312	15,312	15,312	-40.8%
31-1210-442000	Workers Compensation	1,418	1,257	1,649	1,339	806	806	806	-51.1%
31-1210-443000	Unemployment/Transit Tax	1,314	617	340	336	401	401	401	17.9%
31-1210-444000	Retirement-PERS	7,046	31,903	38,599	37,834	38,668	38,668	38,668	0.2%
31-1210-444001	Retirement-Principal	26,079	48,731	64,904	64,742	19,594	19,594	19,594	-69.8%
31-1210-444002	Retirement-Pension Bond	1,387	7,628	6,600	6,783	6,347	6,347	6,347	-3.8%
31-1210-445000	Health/Life/LTD	20,570	45,590	48,551	47,886	33,664	33,664	33,664	-30.7%
Total Personnel Services		499,652	464,641	524,403	517,868	314,948	314,948	314,948	-39.9%
31-1210-510000	Office Supplies	3,769	2,043	5,000	5,000	4,000	4,000	4,000	-20.0%
31-1210-515000	Printing & Advertising	-	20	1,750	1,750	60	60	60	-96.6%
31-1210-520000	Dues & Meetings	1,376	1,956	2,200	2,200	1,015	1,015	1,015	-53.9%
31-1210-520003	Recruitment Expense	8,513	-	-	-	-	-	-	0.0%
31-1210-520008	Recognition	4,450	112	-	-	-	-	-	0.0%
31-1210-523000	Supplies & Equipment	-	2,096	3,068	3,068	-	-	-	-100.0%
31-1210-524000	Safety Program	27	-	-	-	-	-	-	0.0%
31-1210-524001	Risk Management	685	-	-	-	-	-	-	0.0%
31-1210-525000	Travel & Training	2,695	4,047	7,060	7,060	4,000	4,000	4,000	-43.3%
31-1210-533000	Contractual Services	3,334	5,643	3,000	4,123	4,200	4,200	4,200	40.0%
31-1210-533045	Maintenance Agreements	2,966	2,965	8,000	3,110	3,500	3,500	3,500	-56.3%
31-1210-540000	Utilities	-	-	-	477	573	573	573	100.0%
31-1210-551000	Books & Periodicals	137	21	-	-	-	-	-	0.0%
31-1210-580000	Professional Services	132,955	7,037	36,300	36,300	20,000	20,000	20,000	-44.9%
31-1210-591000	Elections	-	180	50,200	33,802	-	-	-	-100.0%
Total Materials and Services		160,907	26,120	116,578	96,890	37,348	37,348	37,348	-68.0%
<b>1210</b>	<b>TOTAL CITY MANAGER</b>	<b>660,559</b>	<b>490,761</b>	<b>640,981</b>	<b>614,758</b>	<b>352,296</b>	<b>352,296</b>	<b>352,296</b>	<b>-45.0%</b>

## FUND 31: Admin/Support Services Fund – Human Resources

16-17 17-18 18-19

BUDGETED STAFF FTE: 1.50 1.50 1.50

### Description

The Human Resources Department consists of the Human Resources Director and a .5 FTE Human Resources Assistant.

The City of Newberg recognizes its employees as the greatest asset and strives to maintain a safe, respectful and professional workplace. The City is proud of its dedicated staff who take every opportunity to provide exceptional service to their customers.

The Human Resources Department partners with all departments to provide a positive and productive working environment and support for a successful workforce. This department also provides strategies that support a fair and equitable Human Resources system, which values employees and maximizes individual and organizational performance. To ensure that employees are working in a safe and efficient environment, human resources works with employees and management to investigate issues/concerns and to find resolutions that are in the best interest of the employees and the City as an organization. The department also provides ongoing employee training and professional development opportunities to support employee success.



The Human Resources staff provides a wide variety of services and functions including:

- Recruitment – Hiring – Employee Orientation
- Benefits Administration
- Labor Law Compliance
- Workers Compensation Administration
- Classification and Compensation
- Labor Relations – Union Negotiations and Management
- Employee Relations
- Employee Training
- Safety/Risk Management

### Significant Changes

None

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>1220</b>	<b>HUMAN RESOURCES</b>								
31-1220-410000	Administrative Salaries	-	91,235	94,464	94,366	98,772	98,772	98,772	4.6%
31-1220-420000	Clerical Salaries	-	24,763	30,610	21,692	30,892	30,892	30,892	0.9%
31-1220-435000	Overtime	-	-	-	8	-	-	-	0.0%
31-1220-440000	Misc Fringe Benefits	-	740	640	640	640	640	640	0.0%
31-1220-441000	FICA/Medicare	-	8,782	9,617	8,848	9,968	9,968	9,968	3.6%
31-1220-442000	Workers Compensation	-	481	654	460	573	573	573	-12.4%
31-1220-443000	Unemployment/Transit Tax	-	227	128	118	261	261	261	103.9%
31-1220-444000	Retirement-PERS	-	11,729	21,130	16,261	22,204	22,204	22,204	5.1%
31-1220-444001	Retirement-Principal	-	59	-	-	-	-	-	0.0%
31-1220-444002	Retirement-Pension Bond	-	4,679	5,586	4,708	5,630	5,630	5,630	0.8%
31-1220-445000	Health/Life/LTD	-	22,142	23,172	22,660	24,760	24,760	24,760	6.9%
Total Personnel Services		-	164,836	186,001	169,760	193,700	193,700	193,700	4.1%
31-1220-510000	Office Supplies	-	5,920	1,000	1,000	1,000	1,000	1,000	0.0%
31-1220-520000	Dues & Meetings	-	1,696	2,000	2,000	2,000	2,000	2,000	0.0%
31-1220-520003	Recruitment Expense	-	926	1,000	1,000	2,000	2,000	2,000	100.0%
31-1220-520008	Recognition	-	5,213	5,000	5,000	5,000	5,000	5,000	0.0%
31-1220-524000	Safety Program	-	333	1,000	1,000	1,000	1,000	1,000	0.0%
31-1220-524001	Risk Management	-	568	1,000	500	500	500	500	-50.0%
31-1220-525000	Travel & Training	-	898	2,500	2,500	3,000	3,000	3,000	20.0%
31-1220-551000	Books & Publications	-	177	500	1,000	1,000	1,000	1,000	100.0%
31-1220-580000	Professional Services	-	5,589	16,500	16,500	16,500	16,500	16,500	0.0%
Total Materials and Services		-	21,321	30,500	30,500	32,000	32,000	32,000	4.9%
<b>1220</b>	<b>TOTAL HUMAN RESOURCES</b>	-	<b>186,158</b>	<b>216,501</b>	<b>200,260</b>	<b>225,700</b>	<b>225,700</b>	<b>225,700</b>	<b>4.2%</b>

**FUND 31: Admin/Support Services Fund – City Recorder****16-17 17-18 18-19****BUDGETED STAFF FTE: 0.00 0.00 1.00****Description**

The City Recorder serves as clerk to the Council, the City's Elections Officer, the City's Records Manager and coordinates general public records requests. The position also ensures the City is adhering to the legal requirements of meetings law and assists the City Manager and staff with research.

**Significant Changes**

The City Recorder was previously budgeted within the City Manager's Budget. For FY19 the City recorder was budgeted as its own department.

**FUND 31: Admin/Support Services Fund – Community Engagement****16-17 17-18 18-19****BUDGETED STAFF FTE: 0.00 0.00 1.00****Description**

The Community Engagement Specialist manages the City's communication efforts to assure that citizens are aware of City issues and that a mechanism is established to obtain feedback from the community.

**Significant Changes**

The Community Engagement Specialist was previously budgeted within the City Manager's Budget. For FY19 the Community Engagement Specialist was budgeted as its own department.

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>1230</b>	<b>CITY RECORDER</b>								
31-1230-410000	Administrative Salaries	-	-	-	-	73,350	73,350	73,350	100.0%
31-1230-441000	FICA/Medicare	-	-	-	-	5,611	5,611	5,611	100.0%
31-1230-442000	Workers Compensation	-	-	-	-	314	314	314	100.0%
31-1230-443000	Unemployment/Transit Tax	-	-	-	-	147	147	147	100.0%
31-1230-444001	Retirement-Principal	-	-	-	-	26,993	26,993	26,993	100.0%
31-1230-445000	Health/Life/LTD	-	-	-	-	8,775	8,775	8,775	100.0%
	<b>Total Personnel Services</b>	-	-	-	-	<b>115,190</b>	<b>115,190</b>	<b>115,190</b>	<b>100.0%</b>
31-1230-510000	Office Supplies	-	-	-	-	400	400	400	100.0%
31-1230-515000	Printing & Advertising	-	-	-	-	200	200	200	100.0%
31-1230-520000	Dues & Meetings	-	-	-	-	1,125	1,125	1,125	100.0%
31-1230-525000	Travel & Training	-	-	-	-	1,000	1,000	1,000	100.0%
31-1230-580000	Professional Services	-	-	-	-	12,600	12,600	12,600	100.0%
31-1230-591000	Elections	-	-	-	-	2,000	2,000	2,000	100.0%
	<b>Total Materials and Services</b>	-	-	-	-	<b>17,325</b>	<b>17,325</b>	<b>17,325</b>	<b>100.0%</b>
<b>1230</b>	<b>TOTAL CITY RECORDER</b>	-	-	-	-	<b>132,515</b>	<b>132,515</b>	<b>132,515</b>	<b>100.0%</b>
<b>1240</b>	<b>EMERGENCY MANAGEMENT</b>								
31-1240-510000	Office Supplies	-	530	-	-	-	-	-	0.0%
31-1240-524000	Safety Program	-	357	-	-	-	-	-	0.0%
	<b>Total Materials and Services</b>	-	<b>887</b>	-	-	-	-	-	<b>0.0%</b>
<b>1240</b>	<b>TOTAL EMERGENCY MANAGEMENT</b>	-	<b>887</b>	-	-	-	-	-	<b>0.0%</b>
<b>1250</b>	<b>COMMUNITY ENGAGEMENT</b>								
31-1250-410000	Administrative Salaries	-	-	-	-	72,362	72,362	72,362	100.0%
31-1250-440000	Misc Fringe Benefits	-	-	-	-	1,060	1,060	1,060	100.0%
31-1250-441000	FICA/Medicare	-	-	-	-	5,617	5,617	5,617	100.0%
31-1250-442000	Workers Compensation	-	-	-	-	314	314	314	100.0%
31-1250-443000	Unemployment/Transit Tax	-	-	-	-	147	147	147	100.0%
31-1250-444001	Retirement-Principal	-	-	-	-	27,020	27,020	27,020	100.0%
31-1250-445000	Health/Life/LTD	-	-	-	-	8,740	8,740	8,740	100.0%
	<b>Total Personnel Services</b>	-	-	-	-	<b>115,260</b>	<b>115,260</b>	<b>115,260</b>	<b>100.0%</b>
31-1250-510000	Office Supplies	-	-	-	-	100	100	100	100.0%
31-1250-515000	Printing & Advertising	-	-	-	-	400	400	400	100.0%
31-1250-520000	Dues & Meetings	-	-	-	-	250	250	250	100.0%
31-1250-523000	Supplies & Equipment	-	-	-	-	2,300	2,300	2,300	100.0%
31-1250-525000	Travel & Training	-	-	-	-	1,000	1,000	1,000	100.0%
	<b>Total Materials and Services</b>	-	-	-	-	<b>4,050</b>	<b>4,050</b>	<b>4,050</b>	<b>100.0%</b>
<b>1250</b>	<b>TOTAL COMMUNITY ENGAGEMENT</b>	-	-	-	-	<b>119,310</b>	<b>119,310</b>	<b>119,310</b>	<b>100.0%</b>
	<b>TOTAL CITY MANAGER'S OFFICE</b>	<b>660,559</b>	<b>677,805</b>	<b>857,482</b>	<b>815,017</b>	<b>829,821</b>	<b>829,821</b>	<b>829,821</b>	<b>-3.2%</b>

**FUND 31: Admin/Support Services Fund – Finance**

	<u>16-17</u>	<u>17-18</u>	<u>18-19</u>
<b>BUDGETED STAFF FTE:</b>	5.00	5.00	5.00

**Description**

The Finance Department is responsible for the accounting and financial oversight of the City's resources. It is comprised of various functions, including payroll, payables, cash receipting, budgets, auditing and financial reporting. The municipal services billing function is responsible for the invoicing, collections, and customer service for approximately 6,800 residential, commercial, and industrial accounts.

**Significant Changes**

The overall increase to personnel services primarily relates to increases in retirement and health insurance costs. The decrease in professional services budgeted relates to a reduction in audit costs due to there being no single audit expected. Additionally, there was an increase in internal charges for future computer replacements.

**FUND 31: Admin/Support Services Fund – General Office**

	<u>16-17</u>	<u>17-18</u>	<u>18-19</u>
<b>BUDGETED STAFF FTE:</b>	0.00	0.00	0.00

**Description**

This department accounts for all postage and telephone costs in a central location to reduce tracking costs.

**Significant Changes**

Total telephone budget decreased due to a FY17-18 project that was completed and not repeated in FY18-19.

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>FINANCE DEPARTMENT 13XX</b>									
<b>1310</b>	<b>FINANCE</b>								
31-1310-410000	Administrative Salaries	182,155	187,771	198,798	198,558	210,202	210,202	210,202	5.7%
31-1310-420000	Clerical Salaries	136,763	174,007	182,940	182,548	192,506	192,506	192,506	5.2%
31-1310-435000	Overtime	-	1,089	-	-	-	-	-	0.0%
31-1310-438000	Longevity	1,200	1,200	1,200	1,560	1,680	1,680	1,680	40.0%
31-1310-440000	Misc Fringe Benefits	640	640	640	640	640	640	640	0.0%
31-1310-441000	FICA/Medicare	23,786	27,051	29,343	28,859	30,985	30,985	30,985	5.6%
31-1310-442000	Workers Compensation	1,396	1,521	1,896	1,544	1,697	1,697	1,697	-10.5%
31-1310-443000	Unemployment/Transit Tax	957	727	386	384	813	813	813	110.6%
31-1310-444000	Retirement-PERS	20,983	23,404	35,385	35,356	36,991	36,991	36,991	4.5%
31-1310-444001	Retirement-Principal	50,719	62,144	77,093	76,805	87,869	87,869	87,869	14.0%
31-1310-444002	Retirement-Pension Bond	3,362	5,795	7,829	8,195	7,858	7,858	7,858	0.4%
31-1310-445000	Health/Life/LTD	64,930	80,556	94,276	91,395	99,697	99,697	99,697	5.8%
<b>Total Personnel Services</b>		<b>486,891</b>	<b>565,904</b>	<b>629,786</b>	<b>625,844</b>	<b>670,938</b>	<b>670,938</b>	<b>670,938</b>	<b>6.5%</b>
31-1310-510000	Office Supplies	3,164	3,960	3,500	3,500	3,500	3,500	3,500	0.0%
31-1310-515000	Printing & Advertising	2,131	3,343	3,700	3,700	3,700	3,700	3,700	0.0%
31-1310-520000	Dues & Meetings	1,260	2,004	2,000	2,000	2,200	2,200	2,200	10.0%
31-1310-520003	Recruitment Expense	262	528	-	-	-	-	-	0.0%
31-1310-523000	Supplies & Equipment	-	8,264	5,000	1,000	5,000	5,000	5,000	0.0%
31-1310-525000	Travel & Training	1,237	6,416	6,645	5,645	6,500	6,500	6,500	-2.2%
31-1310-532000	Bank Fees	-	69	-	-	-	-	-	0.0%
31-1310-533000	Contractual Services	9,759	9,894	14,400	11,665	14,400	14,400	14,400	0.0%
31-1310-533045	Maintenance Agreements	16,094	17,255	19,000	18,650	19,600	19,600	19,600	3.2%
31-1310-540000	Utilities	-	-	-	340	410	410	410	100.0%
31-1310-551000	Books & Publications	218	270	500	500	500	500	500	0.0%
31-1310-575000	Bond Registration Costs	2,500	3,000	3,000	3,000	3,000	3,000	3,000	0.0%
31-1310-580000	Professional Services	69,426	52,438	47,195	38,951	40,000	40,000	40,000	-15.2%
31-1310-590002	Internal Chrg-Computers	-	-	-	-	10,000	10,000	10,000	100.0%
<b>Total Materials and Services</b>		<b>106,051</b>	<b>107,440</b>	<b>104,940</b>	<b>88,951</b>	<b>108,810</b>	<b>108,810</b>	<b>108,810</b>	<b>3.7%</b>
31-1310-610000	Capital Outlay	6,056	-	-	-	-	-	-	0.0%
<b>Total Capital Outlay</b>		<b>6,056</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>
<b>1310</b>	<b>TOTAL FINANCE</b>	<b>598,998</b>	<b>673,344</b>	<b>734,726</b>	<b>714,796</b>	<b>779,748</b>	<b>779,748</b>	<b>779,748</b>	<b>6.1%</b>
<b>1311</b>	<b>GENERAL OFFICE</b>								
31-1311-511000	Postage	26,683	23,613	29,000	24,183	26,000	26,000	26,000	-10.3%
31-1311-531000	Telephones	116,688	116,861	148,289	120,729	132,547	132,547	132,547	-10.6%
<b>Total Materials and Services</b>		<b>143,371</b>	<b>140,474</b>	<b>177,289</b>	<b>144,912</b>	<b>158,547</b>	<b>158,547</b>	<b>158,547</b>	<b>-10.6%</b>
<b>1311</b>	<b>TOTAL GENERAL OFFICE</b>	<b>143,371</b>	<b>140,474</b>	<b>177,289</b>	<b>144,912</b>	<b>158,547</b>	<b>158,547</b>	<b>158,547</b>	<b>-10.6%</b>



**FUND 31: Admin/Support Services Fund – Finance – Billing****16-17 17-18 18-19****BUDGETED STAFF FTE: 2.00 2.00 2.00****Description**

The finance - billing function is responsible for the invoicing, collections, and customer service for approximately 6,800 residential, commercial, and industrial accounts.

**Significant Changes**

An increase in the banking fees are expected as more users move towards paying digitally.

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>1320</b>	<b>FINANCE - BILLING</b>								
31-1320-420000	Clerical Salaries	82,180	86,250	90,260	90,199	94,404	94,404	94,404	4.6%
31-1320-441000	FICA/Medicare	5,963	6,230	6,904	6,709	7,222	7,222	7,222	4.6%
31-1320-442000	Workers Compensation	418	423	504	419	453	453	453	-10.1%
31-1320-443000	Unemployment/Transit Tax	246	172	91	91	189	189	189	107.7%
31-1320-444001	Retirement-Principal	20,128	25,401	30,888	30,867	34,741	34,741	34,741	12.5%
31-1320-445000	Health/Life/LTD	33,051	34,570	36,399	35,397	38,438	38,438	38,438	5.6%
<b>Total Personnel Services</b>		<b>141,987</b>	<b>153,046</b>	<b>165,046</b>	<b>163,681</b>	<b>175,447</b>	<b>175,447</b>	<b>175,447</b>	<b>6.3%</b>
31-1320-510000	Office Supplies	1,950	1,556	1,800	1,602	1,800	1,800	1,800	0.0%
31-1320-515000	Printing & Advertising	-	382	1,000	605	1,000	1,000	1,000	0.0%
31-1320-523000	Supplies & Equipment	-	400	1,000	5,855	1,000	1,000	1,000	0.0%
31-1320-525000	Travel & Training	30	836	1,500	1,093	1,500	1,500	1,500	0.0%
31-1320-532000	Bank Fees	59,272	68,105	70,000	84,000	85,000	85,000	85,000	21.4%
31-1320-533000	Contractual Services	50,333	51,680	54,000	51,540	53,000	53,000	53,000	-1.9%
31-1320-533045	Maintenance Agreements	7,616	7,626	8,390	8,393	8,700	8,700	8,700	3.7%
31-1320-540000	Utilities	-	-	-	140	170	170	170	100.0%
31-1320-558001	Utility Assistance	10,908	13,985	20,000	20,000	20,000	20,000	20,000	0.0%
31-1320-566000	Equip Repair & Maintenance	675	-	300	300	300	300	300	0.0%
31-1320-575000	Bond Registration Costs	370	-	-	-	-	-	-	0.0%
31-1320-580000	Professional Services	-	1,898	-	450	-	-	-	0.0%
<b>Total Materials and Services</b>		<b>131,154</b>	<b>146,468</b>	<b>157,990</b>	<b>173,978</b>	<b>172,470</b>	<b>172,470</b>	<b>172,470</b>	<b>9.2%</b>
31-1320-610000	Capital Outlay	1,598	-	-	-	-	-	-	0.0%
<b>Total Capital Outlay</b>		<b>1,598</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>
<b>1320</b>	<b>TOTAL FINANCE - BILLING</b>	<b>274,739</b>	<b>299,514</b>	<b>323,036</b>	<b>337,659</b>	<b>347,917</b>	<b>347,917</b>	<b>347,917</b>	<b>7.7%</b>
<b>TOTAL FINANCE DEPARTMENT</b>		<b>873,737</b>	<b>972,858</b>	<b>1,057,762</b>	<b>1,052,455</b>	<b>1,127,665</b>	<b>1,127,665</b>	<b>1,127,665</b>	<b>6.6%</b>

## **FUND 31: Admin/Support Services Fund – Information Technology**

**16-17 17-18 18-19**

**BUDGETED STAFF FTE: 6.50 6.50 6.50**

### **Description**

The Information Technology (IT) Department supports the City-wide area network, office applications, and hardware, including e-mail system, data backup, website, and 9-1-1 center. IT provides computer, network, and telephone equipment and support for all staff.

IT operates the help desk fifty-eight hours a week, and 24 hour support is offered through on-call during evenings and weekends.

### **Significant Changes**

Maintenance Agreements have gone up due to increases in software maintenance costs.

The IT Department will be upgrading the City's Storage Area Network (SAN). This upgrade will replace outdated equipment with new modern technology that is physically smaller, using less facility space, drawing less power and providing a speed increase to all City servers and desktops. The overall project cost will be expensed out of the Equipment Replacement Fund (32). The City previously had a network upgrade in FY13-14 that was paid by the departmental users via internal charges over five years, and then the payments were made out of Fund 32. This new SAN upgrade will be structured in a similar way.

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>1330</b>	<b>INFORMATION TECHNOLOGY</b>								
31-1330-410000	Administrative Salaries	109,148	115,390	118,836	118,755	121,212	121,212	121,212	2.0%
31-1330-420000	Clerical Salaries	21,627	25,756	27,651	27,628	29,633	29,633	29,633	7.2%
31-1330-431000	Other Salaries	263,171	330,893	367,803	370,669	380,751	380,751	380,751	3.5%
31-1330-435000	Overtime	-	-	1,100	1,100	1,100	1,100	1,100	0.0%
31-1330-436000	On Call Pay	9,125	9,125	11,400	10,100	11,400	11,400	11,400	0.0%
31-1330-438000	Longevity	480	880	960	1,400	1,680	1,680	1,680	75.0%
31-1330-440000	Misc Fringe Benefits	2,848	3,485	3,520	3,520	3,520	3,520	3,520	0.0%
31-1330-441000	FICA/Medicare	30,275	36,087	40,642	39,996	42,021	42,021	42,021	3.4%
31-1330-442000	Workers Compensation	2,065	2,406	3,207	2,306	2,350	2,350	2,350	-26.7%
31-1330-443000	Unemployment/Transit Tax	1,217	973	535	538	1,103	1,103	1,103	106.2%
31-1330-444000	Retirement-PERS	23,261	25,515	38,707	39,058	39,707	39,707	39,707	2.6%
31-1330-444001	Retirement-Principal	60,211	92,824	116,395	114,634	129,693	129,693	129,693	11.4%
31-1330-444002	Retirement-Pension Bond	3,757	6,058	8,603	9,174	8,506	8,506	8,506	-1.1%
31-1330-445000	Health/Life/LTD	57,464	94,933	105,985	103,312	111,861	111,861	111,861	5.5%
Total Personnel Services		584,650	744,326	845,344	842,191	884,537	884,537	884,537	4.6%
31-1330-510000	Office Supplies	598	648	1,200	1,200	1,200	1,200	1,200	0.0%
31-1330-520000	Dues & Meetings	312	161	200	200	200	200	200	0.0%
31-1330-520003	Recruitment Expense	-	68	500	500	500	500	500	0.0%
31-1330-523000	Supplies & Equipment	29,051	25,612	26,000	26,000	26,000	26,000	26,000	0.0%
31-1330-525000	Travel & Training	22,815	17,847	30,000	8,000	30,000	30,000	30,000	0.0%
31-1330-533045	Maintenance Agreements	49,090	113,409	112,000	113,564	127,776	127,776	127,776	14.1%
31-1330-540000	Utilities	-	-	-	443	532	532	532	100.0%
31-1330-551000	Books & Publications	72	-	200	200	200	200	200	0.0%
31-1330-580000	Professional Services	6,450	20,996	21,000	19,436	21,000	21,000	21,000	0.0%
Total Materials and Services		108,389	178,739	191,100	169,544	207,408	207,408	207,408	8.5%
31-1330-610000	Capital Outlay	-	41,597	35,000	57,000	-	-	-	-100.0%
Total Capital Outlay		-	41,597	35,000	57,000	-	-	-	-100.0%
<b>1330</b>	<b>TOTAL INFORMATION TECHNOLOGY</b>	<b>693,038</b>	<b>964,662</b>	<b>1,071,444</b>	<b>1,068,735</b>	<b>1,091,945</b>	<b>1,091,945</b>	<b>1,091,945</b>	<b>1.9%</b>

**FUND 31: Admin/Support Services Fund – City Attorney’s Office****16-17 17-18 18-19****BUDGETED STAFF FTE: 4.40 3.40 3.40****Department Description**

The Legal Department works as an integral part of the legislative and administrative branches of the City to provide legal advice and ensure the City operates in a legally justifiable manner. The Legal Department acts to enforce the codes and laws of the City to ensure citizens enjoy the protection of the law and the quality of life that the City Code envisions.

The Legal Department consists of the city attorney, paralegal, city prosecutor (.4 contract FTE), and code enforcement officer. In the recent past, there have been two additional positions: paralegal (vacant since October, 2015) and legal secretary (.5 FTE, vacant since 2013). Neither position is included in the proposed budget.

**Significant Changes**

None

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>1410</b>	<b>CITY ATTORNEY</b>								
31-1410-410000	Administrative Salaries	143,964	124,684	134,247	132,929	134,288	134,288	134,288	0.0%
31-1410-420000	Clerical Salaries	59,254	63,585	68,166	68,105	73,244	73,244	73,244	7.4%
31-1410-431000	Prosecution Salaries	30,740	39,050	41,602	38,776	41,602	41,602	41,602	0.0%
31-1410-432000	Code Enforcement Salaries	43,864	27,776	46,368	44,024	48,580	48,580	48,580	4.8%
31-1410-435000	Overtime	203	-	-	-	-	-	-	0.0%
31-1410-440000	Misc Fringe Benefits	1,565	1,700	1,700	1,700	1,700	1,700	1,700	0.0%
31-1410-441000	FICA/Medicare	20,899	18,654	22,345	21,473	22,905	22,905	22,905	2.5%
31-1410-442000	Workers Compensation	1,646	1,269	2,058	1,630	1,806	1,806	1,806	-12.2%
31-1410-443000	Unemployment/Transit Tax	833	519	294	287	601	601	601	104.4%
31-1410-444000	Retirement-PERS	16,212	17,161	28,535	25,658	26,551	26,551	26,551	-7.0%
31-1410-444001	Retirement-Principal	29,775	23,315	23,546	23,525	27,190	27,190	27,190	15.5%
31-1410-444002	Retirement-Pension Bond	3,878	6,913	8,176	8,315	7,947	7,947	7,947	-2.8%
31-1410-445000	Health/Life/LTD	62,791	51,954	62,956	61,651	66,554	66,554	66,554	5.7%
Total Personnel Services		415,623	376,578	439,993	428,073	452,968	452,968	452,968	2.9%
31-1410-510000	Office Supplies	2,468	1,056	2,400	2,000	2,400	2,400	2,400	0.0%
31-1410-510100	Code Enforcement	1,258	1,596	4,000	4,000	4,000	4,000	4,000	0.0%
31-1410-510120	Nuisance/Abatement Control	610	-	3,000	3,000	3,000	3,000	3,000	0.0%
31-1410-520000	Dues & Meetings	1,533	1,639	3,200	2,600	3,200	3,200	3,200	0.0%
31-1410-520003	Recruitment Expense	-	61	-	-	-	-	-	0.0%
31-1410-523000	Supplies & Equipment	-	715	-	-	-	-	-	0.0%
31-1410-525000	Travel & Training	4,571	2,893	10,000	8,000	8,600	8,600	8,600	-14.0%
31-1410-533045	Maintenance Agreements	2,754	2,902	4,500	5,100	5,000	5,000	5,000	11.1%
31-1410-540000	Utilities	-	-	-	273	327	327	327	100.0%
31-1410-551000	Books & Publications	169	263	500	800	800	800	800	60.0%
31-1410-580000	Professional Services	2,496	346	11,000	11,000	11,000	11,000	11,000	0.0%
31-1410-595000	Prosecution Expenses	359	225	750	750	800	800	800	6.7%
31-1410-595001	Litigation Expenses	-	72	1,000	1,000	1,000	1,000	1,000	0.0%
31-1410-596000	Volunteer Costs	-	-	100	-	-	-	-	-100.0%
Total Materials and Services		16,217	11,767	40,450	38,522	40,127	40,127	40,127	-0.8%
<b>1410</b>	<b>TOTAL CITY ATTORNEY</b>	<b>431,840</b>	<b>388,345</b>	<b>480,443</b>	<b>466,595</b>	<b>493,095</b>	<b>493,095</b>	<b>493,095</b>	<b>2.6%</b>

## FUND 31: Admin/Support Services Fund – Fleet & Facilities

**16-17 17-18 18-19**

**BUDGETED STAFF FTE: 2.45 2.70 2.70**

### **Description**

The Fleet and Facilities departments are responsible for:

- City owned grounds, parking lots and buildings, which includes the Library and Annex Buildings, City Hall, City Hall Archives Building, Police Department, 2<sup>nd</sup> Street Parking Lot, Maintenance Yard, and the Wastewater and Water Treatment Plant Administration buildings.
- Grounds keeping for over 3 acres of landscape and turf, which includes the Waterwise Garden, Butler Property, Francis Square, Rocket Park, Hwy 99W medians, Newberg Welcome Signs, Unity Park (Flagpole), Dayton Ave at 3<sup>rd</sup> and 4<sup>th</sup> Street, in addition to all landscaping around city facilities.
- Maintenance, repair, and purchasing/set-up of new or replacement vehicles and small/large equipment for most City departments.
  - 101 vehicles in the City Administration, Community Development, Police, and Public Works Departments, 10 emergency generators, water trucks, street sweepers, backhoes, loaders, roadway graders, dump trucks, vactor trucks, TV truck, crane trucks, crew/service trucks, and 132 pieces of small equipment.
  - Fleet Maintenance also provides maintenance and repair services for 17 Newberg School District and 13 Chehalem Park and Recreation District maintenance vehicles.

### **Significant Changes**

- Expenditures for building repairs to the animal shelter have not been budgeted in anticipation of the sale of the property.
- The Fleet Administrative Salaries position was inadvertently budgeted in the Facilities department in the FY17-18 budget.

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>PUBLIC WORKS 51XX</b>									
<b>5162</b>	<b>FLEET</b>								
31-5162-410000	Administrative Salaries	-	-	14,704	14,704	18,760	18,760	18,760	27.6%
31-5162-431000	Salaries & Wages	87,304	91,338	95,702	95,702	99,102	99,102	99,102	3.6%
31-5162-435000	Overtime	517	523	1,748	1,748	1,000	1,000	1,000	-42.8%
31-5162-436000	On Call Pay	813	1,025	763	763	500	500	500	-34.5%
31-5162-438000	Longevity	1,200	1,650	3,550	3,550	5,100	5,100	5,100	43.7%
31-5162-440000	Misc Fringe Benefits	640	640	778	778	800	800	800	2.8%
31-5162-441000	FICA/Medicare	6,542	6,896	8,777	8,777	9,583	9,583	9,583	9.2%
31-5162-442000	Workers Compensation	3,085	3,257	4,747	4,747	4,775	4,775	4,775	0.6%
31-5162-443000	Unemployment/Transit Tax	271	190	119	119	252	252	252	111.8%
31-5162-444001	Retirement-Principal	21,530	27,079	40,262	40,262	47,250	47,250	47,250	17.4%
31-5162-445000	Health/Life/LTD	31,269	32,672	36,914	36,914	40,813	40,813	40,813	10.6%
Total Personnel Services		153,170	165,271	208,064	208,064	227,935	227,935	227,935	9.6%
31-5162-510000	Office Supplies	123	247	300	300	500	500	500	66.7%
31-5162-512000	Uniforms	490	991	600	600	1,200	1,200	1,200	100.0%
31-5162-520000	Dues & Meetings	-	-	400	400	500	500	500	25.0%
31-5162-523000	Supplies & Equipment	16,936	(588)	5,000	5,000	5,000	5,000	5,000	0.0%
31-5162-523008	Intergovernmental Garage Costs	3,887	7,973	4,000	4,000	5,000	5,000	5,000	25.0%
31-5162-523012	Shop Supplies/Environmental	253	88	1,500	1,500	1,500	1,500	1,500	0.0%
31-5162-523100	Small Tools	-	1,951	5,000	5,000	3,000	3,000	3,000	-40.0%
31-5162-525000	Travel & Training	807	614	1,000	1,000	1,400	1,400	1,400	40.0%
31-5162-526000	Employee Testing	245	308	300	300	300	300	300	0.0%
31-5162-533045	Maintenance Agreements	436	1,122	1,103	1,103	1,200	1,200	1,200	8.8%
31-5162-551000	Books & Publications	654	898	1,000	1,000	1,000	1,000	1,000	0.0%
31-5162-562000	Fuel	757	1,219	1,000	1,000	1,000	1,000	1,000	0.0%
31-5162-563000	Vehicle Maintenance	10	5,039	800	800	500	500	500	-37.5%
31-5162-566000	Equip Repair & Maintenance	1,337	1,520	4,250	4,250	2,000	2,000	2,000	-52.9%
31-5162-590001	Internal Chrg-Veh/Equip	-	-	5,000	5,000	5,000	5,000	5,000	0.0%
Total Materials and Services		25,935	21,380	31,253	31,253	29,100	29,100	29,100	-6.9%
<b>5162</b>	<b>TOTAL FLEET</b>	<b>179,105</b>	<b>186,651</b>	<b>239,317</b>	<b>239,317</b>	<b>257,035</b>	<b>257,035</b>	<b>257,035</b>	<b>7.4%</b>



ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>5164</b>	<b>FACILITIES</b>								
31-5164-431000	Salaries & Wages	41,500	37,108	44,333	44,333	46,890	46,890	46,890	5.8%
31-5164-435000	Overtime	726	603	250	250	500	500	500	100.0%
31-5164-436000	On Call Pay	419	541	1,030	1,030	700	700	700	-32.0%
31-5164-438000	Longevity	220	-	-	-	-	-	-	0.0%
31-5164-440000	Misc Fringe Benefits	298	370	320	320	320	320	320	0.0%
31-5164-441000	FICA/Medicare	3,308	2,853	3,476	3,476	3,704	3,704	3,704	6.6%
31-5164-442000	Workers Compensation	1,950	2,570	3,013	3,013	3,177	3,177	3,177	5.4%
31-5164-443000	Unemployment/Transit Tax	126	79	48	48	98	98	98	104.2%
31-5164-444001	Retirement-Principal	10,233	11,081	15,607	15,607	17,816	17,816	17,816	14.2%
31-5164-445000	Health/Life/LTD	2,161	10,024	11,415	11,415	13,671	13,671	13,671	19.8%
<b>Total Personnel Services</b>		<b>60,940</b>	<b>65,231</b>	<b>79,492</b>	<b>79,492</b>	<b>86,876</b>	<b>86,876</b>	<b>86,876</b>	<b>9.3%</b>
31-5164-510000	Office Supplies	387	889	750	750	750	750	750	0.0%
31-5164-512000	Uniforms	590	993	750	750	1,000	1,000	1,000	33.3%
31-5164-520000	Dues & Meetings	-	232	400	400	400	400	400	0.0%
31-5164-523000	Supplies & Equipment	15,907	12,317	18,000	13,000	18,000	18,000	18,000	0.0%
31-5164-523012	Shop Supplies/environmental	150	-	500	500	500	500	500	0.0%
31-5164-523100	Small Tools	-	2,661	2,000	2,000	2,000	2,000	2,000	0.0%
31-5164-525000	Travel & Training	511	905	1,000	1,000	2,000	2,000	2,000	100.0%
31-5164-526000	Employee Testing	41	291	250	250	250	250	250	0.0%
31-5164-533000	Contractual Services	79,497	62,545	88,000	115,000	115,000	115,000	115,000	30.7%
31-5164-533001	Haz Mat Removal	-	-	500	-	500	500	500	0.0%
31-5164-533045	Maintenance Agreements	4,125	4,601	4,200	3,500	4,000	4,000	4,000	-4.8%
31-5164-540000	Utilities	68,594	70,803	78,000	68,000	72,000	72,000	72,000	-7.7%
31-5164-562000	Fuel	-	7	-	-	-	-	-	0.0%
31-5164-563000	Vehicle Maintenance	129	290	500	500	500	500	500	0.0%
31-5164-566000	Equip Repair & Maintenance	511	2,614	1,000	500	1,000	1,000	1,000	0.0%
31-5164-571000	Bldg Repair	15,437	566	25,000	10,000	25,000	25,000	25,000	0.0%
31-5164-571005	Building Repairs-PW Maint	655	15,376	14,000	10,000	14,000	14,000	14,000	0.0%
31-5164-571011	Building Repairs-City Hall/CDD	24,449	20,691	16,000	12,000	16,000	16,000	16,000	0.0%
31-5164-571021	Building Repairs-Public Safety	16,973	30,631	16,900	15,000	16,000	16,000	16,000	-5.3%
31-5164-571022	Building Repairs-Fire Dept	10,576	-	-	-	-	-	-	0.0%
31-5164-571025	Building Repairs-Animal Ctrl	5,176	609	2,000	2,000	-	-	-	-100.0%
31-5164-571031	Building Repairs-Library	9,068	16,519	10,000	10,000	10,000	10,000	10,000	0.0%
31-5164-571045	Building Repairs-Archives	-	624	5,000	5,000	5,000	5,000	5,000	0.0%
31-5164-571046	Building Repairs-City Parking Lots	-	-	25,000	15,000	25,000	25,000	25,000	0.0%
31-5164-571077	Building Repairs-Community Art Displays	-	-	3,500	3,000	-	-	-	-100.0%
31-5164-580000	Professional Services	42,166	-	-	-	-	-	-	0.0%
31-5164-584000	Janitorial Service	29,518	61,049	63,500	78,000	78,000	78,000	78,000	22.8%
31-5164-585000	Grounds keeping-General	19,405	12,397	12,000	20,000	15,000	15,000	15,000	25.0%
31-5164-585001	Grounds keeping-Public Safety	-	304	3,000	2,000	3,000	3,000	3,000	0.0%
31-5164-585055	Grounds keeping-Library	-	-	5,000	2,000	5,000	5,000	5,000	0.0%
31-5164-590001	Internal Chrg-Veh/Equip	53,575	53,575	53,575	53,575	53,575	53,575	53,575	0.0%
31-5164-590003	Internal Chrg-Capital Replace	-	-	286,000	286,000	250,000	250,000	250,000	-12.6%
<b>Total Materials and Services</b>		<b>397,438</b>	<b>371,491</b>	<b>736,325</b>	<b>729,725</b>	<b>733,475</b>	<b>733,475</b>	<b>733,475</b>	<b>-0.4%</b>
<b>5164</b>	<b>TOTAL FACILITIES</b>	<b>458,378</b>	<b>436,721</b>	<b>815,817</b>	<b>809,218</b>	<b>820,351</b>	<b>820,351</b>	<b>820,351</b>	<b>0.6%</b>
<b>TOTAL PUBLIC WORKS</b>		<b>637,483</b>	<b>623,373</b>	<b>1,055,134</b>	<b>1,048,535</b>	<b>1,077,386</b>	<b>1,077,386</b>	<b>1,077,386</b>	<b>2.1%</b>

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>9140</b>	<b>INSURANCE</b>								
31-9140-550000	PCL Insurance Premiums	270,381	289,899	316,446	288,204	326,132	326,132	326,132	3.1%
31-9140-550001	PCL Claims	99,075	9,839	60,000	53,896	64,000	64,000	64,000	6.7%
<b>9140</b>	<b>TOTAL INSURANCE</b>	<b>369,456</b>	<b>299,738</b>	<b>376,446</b>	<b>342,100</b>	<b>390,132</b>	<b>390,132</b>	<b>390,132</b>	<b>3.6%</b>
<b>9170</b>	<b>TRANSFERS</b>								
31-9170-907000	Transfer Out-Water Fund	-	3,362	3,362	3,362	3,362	3,362	3,362	0.0%
31-9170-925000	Transfer Out-PERS Reserve Fund	-	24,174	-	-	-	-	-	0.0%
<b>9170</b>	<b>TOTAL TRANSFERS</b>	<b>-</b>	<b>27,536</b>	<b>3,362</b>	<b>3,362</b>	<b>3,362</b>	<b>3,362</b>	<b>3,362</b>	<b>0.0%</b>
<b>9180</b>	<b>RESERVES</b>								
31-9180-800000	Contingency	-	-	224,174	-	283,072	283,072	283,072	26.3%
<b>9180</b>	<b>TOTAL RESERVES</b>	<b>-</b>	<b>-</b>	<b>224,174</b>	<b>-</b>	<b>283,072</b>	<b>283,072</b>	<b>283,072</b>	<b>26.3%</b>
<b>FUND 31</b>	<b>TOTAL ADMIN/SUPPORT SERVICES FUND</b>	<b>3,809,485</b>	<b>4,094,792</b>	<b>5,303,536</b>	<b>4,941,711</b>	<b>5,455,025</b>	<b>5,455,025</b>	<b>5,455,025</b>	<b>2.9%</b>
	ENDING FUND BALANCE	474,296	728,861	-	378,937	-	-	-	0.0%

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# PUBLIC SAFETY FUNDS

## FUND 03: Civil Forfeiture Fund – Police

	<u>16-17</u>	<u>17-18</u>	<u>18-19</u>
BUDGETED STAFF FTE:	0.00	0.00	0.00

### Description

This fund is dedicated to the recognition of forfeiture funds. The City occasionally seizes criminal assets that need to be tracked separately.

### Significant Changes

None

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>FUND 03</b>	<b>CIVIL FORFEITURE REVENUES</b>								
03-0000-300000	Beg F/B-Net Working Capital	20,146	24,302	25,234	25,268	23,432	23,432	23,432	-7.1%
03-0000-336000	Other Forfeitures	4,020	706	-	-	-	-	-	0.0%
03-0000-361000	Interest Earned	136	261	200	364	300	300	300	50.0%
<b>FUND 03</b>	<b>TOTAL REVENUES</b>	<b>24,302</b>	<b>25,268</b>	<b>25,434</b>	<b>25,632</b>	<b>23,732</b>	<b>23,732</b>	<b>23,732</b>	<b>-6.7%</b>
<b>2110</b>	<b>POLICE ADMINISTRATION</b>								
03-2110-521000	Federal Funds	-	-	9,670	2,200	7,600	7,600	7,600	-21.4%
03-2110-580001	Professional Services-State	-	-	15,764	-	16,132	16,132	16,132	2.3%
	Total Materials and Services	-	-	25,434	2,200	23,732	23,732	23,732	-6.7%
<b>2110</b>	<b>TOTAL POLICE ADMINISTRATION</b>	<b>-</b>	<b>-</b>	<b>25,434</b>	<b>2,200</b>	<b>23,732</b>	<b>23,732</b>	<b>23,732</b>	<b>-6.7%</b>
<b>FUND 03</b>	<b>TOTAL CIVIL FORFEITURE FUND</b>	<b>-</b>	<b>-</b>	<b>25,434</b>	<b>2,200</b>	<b>23,732</b>	<b>23,732</b>	<b>23,732</b>	<b>-6.7%</b>
	ENDING FUND BALANCE	24,302	25,268	-	23,432	-	-	(0)	100.0%

## FUND 13: 911 Fund – Police – Communications

	<u>16-17</u>	<u>17-18</u>	<u>18-19</u>
BUDGETED STAFF FTE:	1.60	1.60	1.45

### Description

This fund represents additional funding for the same department referenced earlier in the General Fund. The 911 Fund represents the restricted aspect of the 911 state tax and the associated costs that this revenue supports.

### Significant Changes

0.15 FTE shifted from the 911 Fund to the General Fund due to the inability of the 911 Fund to keep pace with rising costs.

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>FUND 13</b>	<b>911 TAX FUND</b>								
	<b>REVENUES</b>								
13-0000-300000	Beg F/B-Net Working Capital	20,940	10,713	23,357	19,080	12,722	12,722	12,722	-45.5%
13-0000-310000	911 Excise Taxes	195,109	201,923	207,527	205,000	206,599	206,599	206,599	-0.4%
13-0000-312000	911 Dundee Excise Taxes	15,630	16,005	17,500	16,000	16,125	16,125	16,125	-7.9%
13-0000-361000	Interest Earned	0	33	-	46	50	50	50	100.0%
<b>FUND 13</b>	<b>TOTAL REVENUES</b>	<b>231,680</b>	<b>228,675</b>	<b>248,384</b>	<b>240,125</b>	<b>235,495</b>	<b>235,495</b>	<b>235,495</b>	<b>-5.2%</b>
<b>2310</b>	<b>COMMUNICATIONS</b>								
13-2310-420000	Dispatch Salaries	108,522	97,440	103,499	103,499	99,980	99,980	99,980	-3.4%
13-2310-435000	Overtime	20,996	26,446	25,000	25,000	23,000	23,000	23,000	-8.0%
13-2310-435001	Holiday Bank	2,282	522	4,000	4,000	4,000	4,000	4,000	0.0%
13-2310-438000	Longevity	160	480	480	480	480	480	480	0.0%
13-2310-440000	Misc Fringe Benefits	640	640	640	640	640	640	640	0.0%
13-2310-441000	FICA/Medicare	9,746	9,230	10,023	10,023	9,801	9,801	9,801	-2.2%
13-2310-442000	Workers Compensation	579	511	565	565	559	559	559	-1.1%
13-2310-443000	Unemployment/Transit Tax	397	253	136	136	257	257	257	89.0%
13-2310-444000	Retirement-PERS	17,032	16,388	23,574	23,574	23,304	23,304	23,304	-1.1%
13-2310-444002	Retirement-Pension Bond	4,413	6,706	6,221	6,221	5,535	5,535	5,535	-11.0%
13-2310-445000	Health/Life/LTD	39,587	33,966	35,065	35,065	34,550	34,550	34,550	-1.5%
	Total Personnel Services	204,355	192,583	209,203	209,203	202,106	202,106	202,106	-3.4%
13-2310-523000	Supplies & Equipment	214	350	400	400	400	400	400	0.0%
13-2310-525000	Travel & Training	768	657	1,300	1,300	1,300	1,300	1,300	0.0%
13-2310-530001	911 Dundee Excise Taxes	15,630	16,005	17,500	16,000	16,125	16,125	16,125	-7.9%
13-2310-580000	Professional Services	-	-	500	500	500	500	500	0.0%
	Total Materials and Services	16,612	17,012	19,700	18,200	18,325	18,325	18,325	-7.0%
<b>2310</b>	<b>TOTAL COMMUNICATIONS</b>	<b>220,967</b>	<b>209,595</b>	<b>228,903</b>	<b>227,403</b>	<b>220,431</b>	<b>220,431</b>	<b>220,431</b>	<b>-3.7%</b>
<b>9180</b>	<b>RESERVES</b>								
13-9180-800000	Contingency	-	-	19,481	-	15,064	15,064	15,064	-22.7%
<b>9180</b>	<b>TOTAL RESERVES</b>	<b>-</b>	<b>-</b>	<b>19,481</b>	<b>-</b>	<b>15,064</b>	<b>15,064</b>	<b>15,064</b>	<b>-22.7%</b>
<b>FUND 13</b>	<b>TOTAL 911 TAX FUND</b>	<b>220,967</b>	<b>209,595</b>	<b>248,384</b>	<b>227,403</b>	<b>235,495</b>	<b>235,495</b>	<b>235,495</b>	<b>-5.2%</b>
	ENDING FUND BALANCE	10,713	19,080	-	12,722	-	-	-	0.0%



## **FUND 16: Public Safety Fee Fund – Police – Patrol**

	<u><b>16-17</b></u>	<u><b>17-18</b></u>	<u><b>18-19</b></u>
<b>BUDGETED STAFF FTE:</b>	3.00	3.00	3.00

### **Description**

This fund represents additional funding for the same department referenced earlier in the General Fund. The Public Safety Fee Fund represents the restricted aspect of the revenue generated from the fees attached to the Municipal Services Statement. \$3 per month per Equivalent Dwelling Unit (EDU) is dedicated to fund 3 patrol officers.

### **Significant Changes**

Growth in Public Safety Fee revenue reflects new meters as well as corrections to meters not previously paying the fee.

## **FUND 16: Public Safety Fee Fund – Police – Communications**

	<u><b>16-17</b></u>	<u><b>17-18</b></u>	<u><b>18-19</b></u>
<b>BUDGETED STAFF FTE:</b>	2.00	2.00	2.00

### **Description**

The Public Safety Fee Fund represents the restricted aspect of the revenue generated from the fees attached to the Municipal Services Statement. \$2.08 per month per Equivalent Dwelling Unit (EDU) is currently dedicated to fund 2 dispatchers. It represents the increasing cost of the dispatcher costs due to negotiated wages as well as rising benefit costs.

### **Significant Changes**

Growth in the Communication Public Safety Fee revenue reflects an increase by the inflationary index as allowed by Council action, as well as new meters and corrections to meters not previously paying the fee.

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>FUND 16</b>	<b>PUBLIC SAFETY FUND REVENUES</b>								
16-0000-300000	Beg F/B-Net Working Capital-PSF	165,114	154,813	118,257	120,055	91,938	91,938	91,938	-22.3%
16-0000-300001	Beg F/B-Net Working Capital-CO PSF	32,744	8,733	24,221	51,805	31,539	31,539	31,539	30.2%
16-0000-347000	Public Safety Fee	291,986	296,616	295,000	314,206	315,000	315,000	315,000	6.8%
16-0000-347001	CO Public Safety Fee	195,359	197,670	212,142	212,142	221,052	221,052	221,052	4.2%
16-0000-361000	Interest Earned	825	953	2,158	2,158	2,000	2,000	2,000	-7.3%
<b>FUND 16</b>	<b>TOTAL REVENUES</b>	<b>686,028</b>	<b>658,785</b>	<b>651,778</b>	<b>700,366</b>	<b>661,529</b>	<b>661,529</b>	<b>661,529</b>	<b>1.5%</b>
<b>2120</b>	<b>PATROL</b>								
16-2120-431000	Officer Salaries	172,866	187,240	184,970	185,943	173,448	173,448	173,448	-6.2%
16-2120-435000	Overtime	18,499	15,845	14,000	14,000	14,000	14,000	14,000	0.0%
16-2120-435001	Holiday Bank	5,947	7,930	8,000	8,000	8,000	8,000	8,000	0.0%
16-2120-436000	Shift Diff/On Call Pay	480	240	-	-	-	-	-	0.0%
16-2120-440000	Misc Fringe Benefits	270	-	-	-	-	-	-	0.0%
16-2120-441000	FICA/Medicare	14,813	15,693	15,833	15,681	14,952	14,952	14,952	-5.6%
16-2120-442000	Workers Compensation	8,040	8,966	9,603	8,715	7,596	7,596	7,596	-20.9%
16-2120-443000	Unemployment/Transit Tax	589	424	208	211	392	392	392	88.5%
16-2120-444000	Retirement-PERS	30,475	27,886	47,396	38,789	48,195	48,195	48,195	1.7%
16-2120-444002	Retirement-Pension Bond	6,046	9,144	9,315	8,615	8,446	8,446	8,446	-9.3%
16-2120-445000	Health/Life/LTD	44,851	58,659	65,589	63,713	68,298	68,298	68,298	4.1%
	Total Personnel Services	302,877	332,028	354,914	343,666	343,327	343,327	343,327	-3.3%
<b>2120</b>	<b>TOTAL PATROL</b>	<b>302,877</b>	<b>332,028</b>	<b>354,914</b>	<b>343,666</b>	<b>343,327</b>	<b>343,327</b>	<b>343,327</b>	<b>-3.3%</b>
<b>2310</b>	<b>COMMUNICATIONS</b>								
16-2310-420000	Dispatch Salaries	108,769	76,085	109,145	109,145	113,792	113,792	113,792	4.3%
16-2310-435000	Overtime	23,227	13,383	23,519	23,519	17,000	17,000	17,000	-27.7%
16-2310-435001	Holiday Bank	4,141	4,808	6,142	6,142	5,000	5,000	5,000	-18.6%
16-2310-438000	Longevity	960	580	2,400	2,400	2,400	2,400	2,400	0.0%
16-2310-441000	FICA/Medicare	10,080	6,954	10,641	10,641	10,572	10,572	10,572	-0.6%
16-2310-442000	Workers Compensation	590	418	590	590	633	633	633	7.3%
16-2310-443000	Unemployment/Transit Tax	411	190	141	141	278	278	278	97.2%
16-2310-444000	Retirement-PERS	28,914	15,986	31,681	31,681	30,845	30,845	30,845	-2.6%
16-2310-444002	Retirement-Pension Bond	4,729	4,692	6,642	6,642	5,972	5,972	5,972	-10.1%
16-2310-445000	Health/Life/LTD	37,783	31,801	42,334	42,324	45,491	45,491	45,491	7.5%
	Total Personnel Services	219,605	154,897	233,235	233,223	231,983	231,983	231,983	-0.5%
<b>2310</b>	<b>TOTAL COMMUNICATIONS</b>	<b>219,605</b>	<b>154,897</b>	<b>233,235</b>	<b>233,223</b>	<b>231,983</b>	<b>231,983</b>	<b>231,983</b>	<b>-0.5%</b>
<b>9180</b>	<b>RESERVES</b>								
16-9180-800000	Contingency-Public Safety Fee	-	-	31,141	-	64,845	64,845	64,845	108.2%
16-9180-800001	Contingency-CO Public Safety Fee	-	-	32,488	-	21,374	21,374	21,374	-34.2%
<b>9180</b>	<b>TOTAL RESERVES</b>	<b>-</b>	<b>-</b>	<b>63,629</b>	<b>-</b>	<b>86,219</b>	<b>86,219</b>	<b>86,219</b>	<b>35.5%</b>
<b>FUND 16</b>	<b>TOTAL PUBLIC SAFETY FUND</b>	<b>522,482</b>	<b>486,925</b>	<b>651,778</b>	<b>576,889</b>	<b>661,529</b>	<b>661,529</b>	<b>661,529</b>	<b>1.5%</b>
	ENDING FUND BALANCE	163,546	171,860	-	123,477	-	-	-	0.0%

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# COMMUNITY DEVELOPMENT FUNDS

## FUND 08: Building Inspection Fund

	<u>16-17</u>	<u>17-18</u>	<u>18-19</u>
BUDGETED STAFF FTE:	3.94	3.94	3.94

### Description

The Community Development Department, Building Division, provides services for plan review, permit issuance and inspections for residential, commercial and industrial development as well as providing these services on contract to the cities of Dundee, Lafayette and Dayton.

### Significant Changes

Revenue decreases result from anticipated decreased activity in commercial development for Building Permits and Plumbing/Mechanical Permits. There is a corresponding decrease in the Technology Fee based on reduced commercial activity. There is an increase in interest earned based on a larger Beginning Fund Balance.

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>FUND 08</b>	<b>BUILDING INSPECTION FUND REVENUES</b>								
08-0000-300000	Beg F/B-Net Working Capital	620,378	746,431	932,354	1,107,774	1,291,113	1,291,113	1,291,113	38.5%
08-0000-322001	Building Permits	320,490	517,696	550,000	550,000	465,822	465,822	465,822	-15.3%
08-0000-322002	Plumbing / Mechanical Permits	136,612	183,058	200,000	155,250	98,368	98,368	98,368	-50.8%
08-0000-322005	Mobile Home Permits	3,821	6,129	3,771	3,069	1,003	1,003	1,003	-73.4%
08-0000-322007	Electrical Permits	467	304	500	350	158	158	158	-68.4%
08-0000-322011	Permit Center Misc Fees	-	-	300	100	100	100	100	-66.7%
08-0000-336001	Contract Building Inspection	115,741	158,523	41,900	102,260	41,900	41,900	41,900	0.0%
08-0000-341006	Technology Fee	-	18,571	21,000	18,893	18,418	18,418	18,418	-12.3%
08-0000-360000	Miscellaneous Revenues	13	15	200	49	50	50	50	-75.0%
08-0000-361000	Interest Earned	4,068	10,275	7,000	14,396	15,000	15,000	15,000	114.3%
08-0000-364000	Sale Of Assets	19	8,625	-	-	-	-	-	0.0%
08-0000-390025	Transfer In-PERS Reserve	-	-	647	654	-	-	-	-100.0%
<b>FUND 08</b>	<b>TOTAL REVENUES</b>	<b>1,201,610</b>	<b>1,649,628</b>	<b>1,757,672</b>	<b>1,952,795</b>	<b>1,931,932</b>	<b>1,931,932</b>	<b>1,931,932</b>	<b>9.9%</b>
<b>4210</b>	<b>BUILDING INSPECTION</b>								
08-4210-410000	Administrative Salaries	97,870	104,743	111,878	111,798	118,620	118,620	118,620	6.0%
08-4210-420000	Clerical Salaries	63,237	68,154	70,579	70,160	72,403	72,403	72,403	2.6%
08-4210-431000	Building Inspector Salary	21,740	16,963	49,922	36,561	49,922	49,922	49,922	0.0%
08-4210-432000	Plans Examiner Salary	65,920	67,393	78,260	70,964	75,648	75,648	75,648	-3.3%
08-4210-438000	Longevity	720	720	1,200	960	1,680	1,680	1,680	40.0%
08-4210-440000	Misc Fringe Benefits	736	736	736	737	736	736	736	0.0%
08-4210-441000	FICA/Medicare	18,644	19,392	23,912	21,986	24,404	24,404	24,404	2.1%
08-4210-442000	Workers Compensation	3,793	3,798	5,944	4,456	5,098	5,098	5,098	-14.2%
08-4210-443000	Unemployment/Transit Tax	750	523	315	294	640	640	640	103.2%
08-4210-444000	Retirement-PERS	3,284	3,485	4,549	11,657	12,336	12,336	12,336	171.2%
08-4210-444001	Retirement-Principal	55,385	69,338	86,888	59,839	67,382	67,382	67,382	-22.4%
08-4210-444002	Retirement-Pension Bond	521	854	778	4,159	4,049	4,049	4,049	420.4%
08-4210-445000	Health/Life/LTD	62,404	64,942	72,213	65,586	69,707	69,707	69,707	-3.5%
	Total Personnel Services	395,005	421,042	507,174	459,156	502,625	502,625	502,625	-0.9%
08-4210-510000	Office Supplies	1,053	741	2,250	1,359	2,250	2,250	2,250	0.0%
08-4210-511000	Postage	-	-	100	100	100	100	100	0.0%
08-4210-515000	Printing & Advertising	136	285	500	342	500	500	500	0.0%
08-4210-520000	Dues & Meetings	1,163	964	1,000	1,000	1,000	1,000	1,000	0.0%
08-4210-520003	Recruitment Expense	-	68	850	-	850	850	850	0.0%
08-4210-523000	Supplies & Equipment	-	2,050	3,220	3,220	2,250	2,250	2,250	-30.1%
08-4210-525000	Travel & Training	2,547	2,795	6,005	6,005	6,375	6,375	6,375	6.2%
08-4210-526000	Employee Testing	-	40	200	200	200	200	200	0.0%
08-4210-532000	Bank Fees	5,414	4,222	7,200	7,200	7,200	7,200	7,200	0.0%
08-4210-533045	Maintenance Agreements	1,841	1,882	9,850	9,945	10,565	10,565	10,565	7.3%
08-4210-540000	Utilities	-	-	-	410	491	491	491	100.0%
08-4210-551000	Books & Publications	530	219	1,800	1,286	500	500	500	-72.2%
08-4210-562000	Fuel	1,522	1,620	3,000	1,801	3,000	3,000	3,000	0.0%
08-4210-563000	Vehicle Maintenance	2,545	1,451	600	391	600	600	600	0.0%
08-4210-580000	Professional Services	1,518	9,787	3,000	14,426	3,000	3,000	3,000	0.0%
08-4210-590000	Internal Chrg-Admin Support Services	36,719	66,976	132,951	127,776	133,172	133,172	133,172	0.2%
08-4210-590001	Internal Chrg-Veh/Equip	-	2,400	2,400	2,400	2,400	2,400	2,400	0.0%
08-4210-590006	Internal Chrg-Network Upgrade	5,186	7,857	7,857	7,857	1,510	1,510	1,510	-80.8%
	Total Materials and Services	60,174	103,356	182,783	185,716	175,963	175,963	175,963	-3.7%
<b>4210</b>	<b>TOTAL BUILDING INSPECTION</b>	<b>455,179</b>	<b>524,398</b>	<b>689,957</b>	<b>644,872</b>	<b>678,588</b>	<b>678,588</b>	<b>678,588</b>	<b>-1.6%</b>

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>NONDEPARTMENTAL 91XX</b>									
<b>9170</b>	<b>TRANSFERS</b>								
08-9170-907000	Transfer Out-Water Fund	-	16,810	16,810	16,810	16,810	16,810	16,810	0.0%
08-9170-925000	Transfer Out-PERS Reserve Fund	-	645	-	-	-	-	-	0.0%
<b>9170</b>	<b>TOTAL TRANSFERS</b>	-	17,455	16,810	16,810	16,810	16,810	16,810	0.0%
<b>9180</b>	<b>RESERVES</b>								
08-9180-800000	Contingency	-	-	1,050,905	-	1,236,534	1,236,534	1,236,534	17.7%
<b>9180</b>	<b>TOTAL RESERVES</b>	-	-	1,050,905	-	1,236,534	1,236,534	1,236,534	17.7%
<b>TOTAL NONDEPARTMENTAL</b>		-	17,455	1,067,715	16,810	1,253,344	1,253,344	1,253,344	17.4%
<b>FUND 08</b>	<b>TOTAL BUILDING INSPECTION FUND</b>	455,179	541,853	1,757,672	661,682	1,931,932	1,931,932	1,931,932	9.9%
ENDING FUND BALANCE		746,431	1,107,774	-	1,291,113	-	-	-	0.0%

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## FUND 14: Economic Development Fund

	<u>16-17</u>	<u>17-18</u>	<u>18-19</u>
BUDGETED STAFF FTE:	0.10	0.10	0.10

### Description

The Economic Development Fund administers the business license program, Economic Development Revolving Loan funds and Affordable Housing Trust funds.

### Significant Changes

Revenue includes re-budgeting a significant portion of the Community Development Block Grant awarded for affordable housing in FY 2017.

Economic Development Materials and Services increases are attributed to Travel & Training, Bank Fees, Maintenance Agreements, and Professional Services for the urban renewal feasibility analysis and plan.

The Affordable Housing Special Payments re-budgets a significant portion of the Community Development Block Grant awarded in FY 2017.

The Affordable Housing Special Payments for Housing Authority Loan decreases from a reduction in funds available for loans.

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>FUND 14</b>	<b>ECONOMIC DEVELOPMENT FUND</b>								
	<b>REVENUES</b>								
14-0000-300000	Beg F/B-Net Working Capital-Econ Dev	579,335	502,788	554,825	549,874	540,318	540,318	540,318	-2.6%
14-0000-300001	Beg F/B-Net Working Capital-Affrdbl Housing	67,137	67,403	-	67,874	60,060	60,060	60,060	100.0%
14-0000-321004	Business License Fee	42,525	44,425	43,000	48,100	48,100	48,100	48,100	11.9%
14-0000-334007	CDBG Grants	-	-	390,000	186,000	214,000	214,000	214,000	-45.1%
14-0000-338000	Reimbursed Costs	552	-	-	-	-	-	-	0.0%
14-0000-360000	Miscellaneous Revenues	1	6	10	5	10	10	10	0.0%
14-0000-361000	Interest Earned	3,289	6,242	5,000	8,480	8,500	8,500	8,500	70.0%
14-0000-361001	Interest-Receiveables	3,235	2,286	1,534	1,534	1,500	1,500	1,500	-2.2%
14-0000-370000	Proceeds From Notes Receivable	21,201	12,525	12,828	12,828	12,000	12,000	12,000	-6.5%
14-0000-370001	Loan Fees	-	-	3,600	1,800	3,600	3,600	3,600	0.0%
14-0000-370002	Affordable Housing Loan Fees	-	-	1,800	-	1,800	1,800	1,800	0.0%
<b>FUND 14</b>	<b>TOTAL REVENUES</b>	<b>717,275</b>	<b>635,675</b>	<b>1,012,597</b>	<b>876,495</b>	<b>889,887</b>	<b>889,887</b>	<b>889,887</b>	<b>-12.1%</b>
<b>4120</b>	<b>ECONOMIC DEVELOPMENT</b>								
14-4120-420000	Clerical Salaries	3,884	4,145	4,420	4,431	4,736	4,736	4,736	7.1%
14-4120-441000	FICA/Medicare	286	301	338	329	362	362	362	7.1%
14-4120-442000	Workers Compensation	20	20	26	21	24	24	24	-7.7%
14-4120-443000	Unemployment/Transit Tax	12	8	4	4	9	9	9	125.0%
14-4120-445000	Health/Life/LTD	655	650	710	675	773	773	773	8.9%
	<b>Total Personnel Services</b>	<b>4,855</b>	<b>5,125</b>	<b>5,498</b>	<b>5,461</b>	<b>5,904</b>	<b>5,904</b>	<b>5,904</b>	<b>7.4%</b>
14-4120-510000	Office Supplies	50	-	100	50	100	100	100	0.0%
14-4120-511000	Postage	-	-	100	50	100	100	100	0.0%
14-4120-515000	Printing & Advertising	-	-	1,100	500	1,100	1,100	1,100	0.0%
14-4120-520000	Dues & Meetings	1,500	2,009	7,550	3,996	7,950	7,950	7,950	5.3%
14-4120-525000	Travel & Training	237	95	1,240	774	1,450	1,450	1,450	16.9%
14-4120-532000	Bank Fees	446	2,864	3,100	2,320	3,300	3,300	3,300	6.5%
14-4120-533045	Maintenance Agreements	-	-	1,000	1,000	1,050	1,050	1,050	5.0%
14-4120-575000	Bond Registration Costs	25	-	60	-	-	-	-	-100.0%
14-4120-575100	Loan Fees	-	-	3,600	1,800	3,600	3,600	3,600	0.0%
14-4120-580000	Professional Services	4,464	1,800	56,500	9,000	103,000	103,000	103,000	82.3%
	<b>Total Materials and Services</b>	<b>6,723</b>	<b>6,769</b>	<b>74,350</b>	<b>19,490</b>	<b>121,650</b>	<b>121,650</b>	<b>121,650</b>	<b>63.6%</b>
<b>4120</b>	<b>TOTAL ECONOMIC DEVELOPMENT</b>	<b>11,578</b>	<b>11,894</b>	<b>79,848</b>	<b>24,951</b>	<b>127,554</b>	<b>127,554</b>	<b>127,554</b>	<b>59.7%</b>

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>4130</b>	<b>AFFORDABLE HOUSING</b>								
14-4130-510000	Office Supplies	-	-	100	50	100	100	100	0.0%
14-4130-515000	Printing & Advertising	129	191	260	129	270	270	270	3.8%
14-4130-525000	Travel & Training	-	-	115	115	125	125	125	8.7%
14-4130-575100	Loan Fees	-	-	1,800	-	1,800	1,800	1,800	0.0%
14-4130-580000	Professional Services	-	-	2,000	-	2,000	2,000	2,000	0.0%
	Total Materials and Services	129	191	4,275	294	4,295	4,295	4,295	0.5%
<b>4130</b>	<b>TOTAL AFFORDABLE HOUSING</b>	<b>129</b>	<b>191</b>	<b>4,275</b>	<b>294</b>	<b>4,295</b>	<b>4,295</b>	<b>4,295</b>	<b>0.5%</b>
<b>9130</b>	<b>SPECIAL PAYMENTS</b>								
14-9130-601000	EDRLF Loans	-	-	350,000	50,000	350,000	350,000	350,000	0.0%
14-9130-602000	Housing Authority Loans	-	-	37,538	-	31,981	31,981	31,981	-14.8%
14-9130-603000	Trust Fund Housing Grants	-	-	15,641	10,000	13,325	13,325	13,325	-14.8%
14-9130-603100	EDRLF Grants	-	1,000	-	-	-	-	-	0.0%
14-9130-604000	YC Housing Authority Grants	-	-	390,000	186,000	214,000	214,000	214,000	-45.1%
<b>9130</b>	<b>TOTAL SPECIAL PAYMENTS</b>	<b>-</b>	<b>1,000</b>	<b>793,179</b>	<b>246,000</b>	<b>609,306</b>	<b>609,306</b>	<b>609,306</b>	<b>-23.2%</b>
<b>9170</b>	<b>TRANSFERS</b>								
14-9170-907000	Transfer Out-Water Fund	-	3,000	3,000	3,000	3,000	3,000	3,000	0.0%
14-9170-909000	Transfer Out-Debt Service	1,831	1,842	1,872	1,872	1,828	1,828	1,828	-2.4%
14-9170-918000	Transfer Out-Street Cap Projects	133,546	-	-	-	-	-	-	0.0%
<b>9170</b>	<b>TOTAL TRANSFERS</b>	<b>135,377</b>	<b>4,842</b>	<b>4,872</b>	<b>4,872</b>	<b>4,828</b>	<b>4,828</b>	<b>4,828</b>	<b>-0.9%</b>
<b>9180</b>	<b>RESERVES</b>								
14-9180-800000	Contingency-Econ Dev	-	-	130,423	-	128,985	128,985	128,985	-1.1%
14-9180-800001	Contingency-Affrdbl Housing	-	-	-	-	14,919	14,919	14,919	100.0%
<b>9180</b>	<b>TOTAL RESERVES</b>	<b>-</b>	<b>-</b>	<b>130,423</b>	<b>-</b>	<b>143,904</b>	<b>143,904</b>	<b>143,904</b>	<b>10.3%</b>
<b>FUND 14</b>	<b>TOTAL ECONOMIC DEVELOPMENT FUND</b>	<b>147,084</b>	<b>17,927</b>	<b>1,012,597</b>	<b>276,117</b>	<b>889,887</b>	<b>889,887</b>	<b>889,887</b>	<b>-12.1%</b>
	ENDING FUND BALANCE	570,191	617,748	-	600,377	-	-	-	0.0%

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## FUND 19: Transient Lodging Tax Fund (TLT)

	<u>16-17</u>	<u>17-18</u>	<u>18-19</u>
BUDGETED STAFF FTE:	0.00	0.00	0.00

### Description

A portion of Transient Lodging Taxes (TLT) is required to be used for the promotion of tourism. The remainder of the funds may be used at the discretion of the City and are currently transferred to the General Fund.

The portion set aside for the promotion of tourism is used to support the Visitor's Center operated by the Chehalem Valley Chamber of Commerce and the City's TLT Small Grant and Destination Development-Marketing Grant (Large Grant) programs to promote tourism.

### Significant Changes

Materials and Services Tourism Promotion has an increase as funds budgeted in FY 2018 will not be expended by June 30, 2018 and are being re-budgeted for FY 2019. The Visitor Center Contract under Tourism Promotion increases based on a Consumer Price Index of 3.9%. Under Special Payments the Destination Development-Marketing Grant (Large Grant) funds are being re-budgeted because grant award distributions for FY 2018 will not fully occur until after June 30, 2017.

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>FUND 19</b>	<b>TRANSIENT LODGING TAX FUND REVENUES</b>								
19-0000-300000	Beg F/B-Net Working Capital	-	149,857	343,718	343,718	498,042	498,042	498,042	44.9%
19-0000-321003	Transient Lodging Tax - Hotels	951,989	996,033	1,079,863	1,069,908	1,102,005	1,102,005	1,102,005	2.1%
19-0000-361000	Interest Earned	1,557	2,477	2,564	5,643	5,728	5,728	5,728	123.4%
<b>FUND 19</b>	<b>TOTAL REVENUES</b>	<b>953,546</b>	<b>1,148,367</b>	<b>1,426,145</b>	<b>1,419,269</b>	<b>1,605,775</b>	<b>1,605,775</b>	<b>1,605,775</b>	<b>12.6%</b>
<b>1110</b>	<b>TOURISM PROMOTION</b>								
19-1110-525000	Travel & Training	-	300	2,000	1,000	2,000	2,000	2,000	0.0%
19-1110-592500	Tourism Promotion	48,531	269	118,505	4,600	131,773	131,773	131,773	11.2%
19-1110-592501	Visitor Center Contract	137,000	137,548	139,886	139,886	145,342	145,342	145,342	3.9%
	Total Materials and Services	185,531	138,117	260,391	145,486	279,115	279,115	279,115	7.2%
<b>1110</b>	<b>TOTAL TOURISM PROMOTION</b>	<b>185,531</b>	<b>138,117</b>	<b>260,391</b>	<b>145,486</b>	<b>279,115</b>	<b>279,115</b>	<b>279,115</b>	<b>7.2%</b>
<b>9130</b>	<b>SPECIAL PAYMENTS</b>								
19-9130-603000	Small Grants	-	18,813	20,000	20,000	20,000	20,000	20,000	0.0%
19-9130-603100	Development/Marketing Grants	-	-	430,622	60,000	586,260	586,260	586,260	36.1%
<b>9130</b>	<b>TOTAL SPECIAL PAYMENTS</b>	<b>-</b>	<b>18,813</b>	<b>450,622</b>	<b>80,000</b>	<b>606,260</b>	<b>606,260</b>	<b>606,260</b>	<b>34.5%</b>
<b>9170</b>	<b>TRANSFERS</b>								
19-9170-901000	Transfer Out-General Fund	618,158	647,718	702,882	695,741	717,324	717,324	717,324	2.1%
<b>9170</b>	<b>TOTAL TRANSFERS</b>	<b>618,158</b>	<b>647,718</b>	<b>702,882</b>	<b>695,741</b>	<b>717,324</b>	<b>717,324</b>	<b>717,324</b>	<b>2.1%</b>
<b>9180</b>	<b>RESERVES</b>								
19-9180-800000	Contingency	-	-	12,250	-	3,076	3,076	3,076	-74.9%
<b>9180</b>	<b>TOTAL RESERVES</b>	<b>-</b>	<b>-</b>	<b>12,250</b>	<b>-</b>	<b>3,076</b>	<b>3,076</b>	<b>3,076</b>	<b>-74.9%</b>
<b>FUND 19</b>	<b>TOTAL TRANSIENT LODGING TAX FUND</b>	<b>803,690</b>	<b>804,649</b>	<b>1,426,145</b>	<b>921,228</b>	<b>1,605,775</b>	<b>1,605,775</b>	<b>1,605,775</b>	<b>12.6%</b>
	ENDING FUND BALANCE	149,857	343,718	-	498,042	-	-	-	0.0%

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# PUBLIC WORKS FUNDS



## STREET PROGRAM

### STREET FUND SUMMARY - REVENUES

<b>FUND 02</b>	<b>ACTUAL 2015-16</b>	<b>ACTUAL 2016-17</b>	<b>ADOPTED 2017-18</b>	<b>PROJECTED 2017-18</b>	<b>PROPOSED 2018-19</b>	<b>APPROVED 2018-19</b>	<b>ADOPTED 2018-19</b>	<b>Adopted vs. Adopted</b>
Beg F/B-Net Working Capital	798,186	816,245	489,326	736,256	669,164	669,164	669,164	36.8%
Gas Taxes	1,351,382	1,389,315	1,323,500	1,520,330	1,701,830	1,701,830	1,701,830	28.6%
Transportation Utility Fee	-	-	957,337	957,337	1,100,000	1,100,000	1,100,000	14.9%
Other	81,408	777,111	632,704	708,694	191,000	191,000	191,000	-69.8%
<b>TOTAL REVENUES</b>	<b>2,230,975</b>	<b>2,982,672</b>	<b>3,402,867</b>	<b>3,922,617</b>	<b>3,661,994</b>	<b>3,661,994</b>	<b>3,661,994</b>	<b>7.6%</b>

### STREET FUND SUMMARY - EXPENDITURES

<b>FUND 02</b>	<b>ACTUAL 2015-16</b>	<b>ACTUAL 2016-17</b>	<b>ADOPTED 2017-18</b>	<b>PROJECTED 2017-18</b>	<b>PROPOSED 2018-19</b>	<b>APPROVED 2018-19</b>	<b>ADOPTED 2018-19</b>	<b>Adopted vs. Adopted</b>
<b>ENGINEERING</b>								
Personnel Services	184,676	268,432	303,410	276,676	315,753	315,753	315,753	4.1%
Materials and Services	204,574	356,403	318,408	305,141	356,860	356,860	356,860	12.1%
Capital Outlay	27,281	26,900	2,900	2,813	5,000	5,000	5,000	72.4%
<b>Total Engineering</b>	<b>416,530</b>	<b>651,735</b>	<b>624,718</b>	<b>584,630</b>	<b>677,613</b>	<b>677,613</b>	<b>677,613</b>	<b>8.5%</b>
<b>MAINTENANCE</b>								
Personnel Services	139,634	160,982	196,648	211,260	208,471	208,471	208,471	6.0%
Materials and Services	468,124	502,600	541,075	515,326	564,750	564,750	564,750	4.4%
Capital Outlay	8,210	-	-	-	-	-	-	0.0%
<b>Total Maintenance</b>	<b>615,968</b>	<b>663,582</b>	<b>737,723</b>	<b>726,586</b>	<b>773,221</b>	<b>773,221</b>	<b>773,221</b>	<b>4.8%</b>
<b>NONDEPARTMENTAL</b>								
Transfers Out	382,231	931,099	1,944,487	1,942,237	1,256,000	1,256,000	1,256,000	-35.4%
Contingency	-	-	95,939	-	955,160	955,160	955,160	895.6%
<b>Total Nondepartmental</b>	<b>382,231</b>	<b>931,099</b>	<b>2,040,426</b>	<b>1,942,237</b>	<b>2,211,160</b>	<b>2,211,160</b>	<b>2,211,160</b>	<b>8.4%</b>
<b>TOTAL EXPENDITURES</b>	<b>1,414,730</b>	<b>2,246,416</b>	<b>3,402,867</b>	<b>3,253,453</b>	<b>3,661,994</b>	<b>3,661,994</b>	<b>3,661,994</b>	<b>7.6%</b>

### STREET SYSTEM DEVELOPMENT FUND SUMMARY - REVENUES

<b>FUND 42</b>	<b>ACTUAL 2015-16</b>	<b>ACTUAL 2016-17</b>	<b>ADOPTED 2017-18</b>	<b>PROJECTED 2017-18</b>	<b>PROPOSED 2018-19</b>	<b>APPROVED 2018-19</b>	<b>ADOPTED 2018-19</b>	<b>Adopted vs. Adopted</b>
Beg F/B-Net Working Capital	2,574,473	2,824,984	2,965,113	2,936,734	2,287,121	2,287,121	2,287,121	-22.9%
System Development Fees	414,779	335,636	1,600,000	1,625,042	600,000	600,000	600,000	-62.5%
Other	93,312	104,312	765,125	53,594	794,800	794,800	794,800	3.9%
<b>TOTAL REVENUES</b>	<b>3,082,564</b>	<b>3,264,931</b>	<b>5,330,238</b>	<b>4,615,371</b>	<b>3,681,921</b>	<b>3,681,921</b>	<b>3,681,921</b>	<b>-30.9%</b>

### STREET SYSTEM DEVELOPMENT FUND SUMMARY - EXPENDITURES

<b>FUND 42</b>	<b>ACTUAL 2015-16</b>	<b>ACTUAL 2016-17</b>	<b>ADOPTED 2017-18</b>	<b>PROJECTED 2017-18</b>	<b>PROPOSED 2018-19</b>	<b>APPROVED 2018-19</b>	<b>ADOPTED 2018-19</b>	<b>Adopted vs. Adopted</b>
Transfers Out	257,580	328,197	3,971,000	2,328,250	2,604,000	2,604,000	2,604,000	-34.4%
Contingency	-	-	1,359,238	-	1,077,921	1,077,921	1,077,921	-20.7%
<b>TOTAL EXPENDITURES</b>	<b>257,580</b>	<b>328,197</b>	<b>5,330,238</b>	<b>2,328,250</b>	<b>3,681,921</b>	<b>3,681,921</b>	<b>3,681,921</b>	<b>-30.9%</b>

## STREET PROGRAM cont'd

### STREET CAPITAL PROJECTS FUND SUMMARY - REVENUES

<b>FUND 18</b>	<b>ACTUAL 2015-16</b>	<b>ACTUAL 2016-17</b>	<b>ADOPTED 2017-18</b>	<b>PROJECTED 2017-18</b>	<b>PROPOSED 2018-19</b>	<b>APPROVED 2018-19</b>	<b>ADOPTED 2018-19</b>	<b>Adopted vs. Adopted</b>
Beg F/B-Net Working Capital	164,209	165,646	168,396	168,834	175,291	175,291	175,291	4.1%
Transfers In	750,718	1,221,280	5,892,337	4,247,337	3,837,400	3,837,400	3,837,400	-34.9%
Other	1,437	3,188	2,000	6,456	6,500	6,500	6,500	225.0%
<b>TOTAL REVENUES</b>	<b>916,364</b>	<b>1,390,114</b>	<b>6,062,733</b>	<b>4,422,628</b>	<b>4,019,191</b>	<b>4,019,191</b>	<b>4,019,191</b>	<b>-33.7%</b>

### STREET CAPITAL PROJECTS FUND SUMMARY - EXPENDITURES

<b>FUND 18</b>	<b>ACTUAL 2015-16</b>	<b>ACTUAL 2016-17</b>	<b>ADOPTED 2017-18</b>	<b>PROJECTED 2017-18</b>	<b>PROPOSED 2018-19</b>	<b>APPROVED 2018-19</b>	<b>ADOPTED 2018-19</b>	<b>Adopted vs. Adopted</b>
Capital Projects	750,718	1,221,280	5,892,337	4,247,337	3,837,400	3,837,400	3,837,400	-34.9%
Reserve for Payments in Lieu	-	-	170,396	-	181,791	181,791	181,791	6.7%
<b>TOTAL EXPENDITURES</b>	<b>750,718</b>	<b>1,221,280</b>	<b>6,062,733</b>	<b>4,247,337</b>	<b>4,019,191</b>	<b>4,019,191</b>	<b>4,019,191</b>	<b>-33.7%</b>

## FUND 02: Streets

	<u>16-17</u>	<u>17-18</u>	<u>18-19</u>
<b>BUDGETED STAFF FTE:</b>	3.67	5.18	5.18

### Description

The street fund is responsible for:

- Planning, design, inspection, and management of capital improvement projects for the replacement and expansion of the 72 centerline miles of the City's public transportation system infrastructure.
- The design review and inspections for construction of public improvements associated with private development projects.
- Maintaining and repairing the 72 centerline miles of pavement surfaces, roadway striping, and crosswalks.
- Grading and maintaining the 4 miles of gravel roads.
- Sweeping streets, plowing snow and sanding streets during inclement weather.
- Maintaining 1600 street lights.
- Installing and maintaining traffic control devices such as the 1900 street signs.

### Significant Changes

- Funds have been reallocated from crack sealing, which is now being included in the TUF funded pavement preservation projects, to Street Improvements to fund replacement of failing asphalt areas in roadway sections that have continual pothole repairs and to prevent additional failures.
- Additional funding was added to the street light maintenance budget due to the needed replacement of multiple wood poles in the older sections of the city.
- Increase in dues & meetings and travel & training budgets due to personnel changes and increased training requirements.
- Increase in building and grounds funds to address existing facility maintenance requirements.
- Total FTEs include seasonal FTEs positions whose main function is street maintenance duties, assisting full time staff during summer months.
- Bank fees are increasing due to new software that allows for easier credit card payment processing.

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>FUND 02</b>	<b>STREET FUND</b>								
	<b>REVENUES</b>								
02-0000-300000	Beg F/B-Net Working Capital	798,186	816,245	489,326	736,256	669,164	669,164	669,164	36.8%
02-0000-332003	Street/Curb Permits	9,620	15,827	8,000	13,163	15,000	15,000	15,000	87.5%
02-0000-334000	Miscellaneous Grants	328	-	-	-	-	-	-	0.0%
02-0000-334001	Federal Exchange Grant	-	673,101	250,000	250,000	100,000	100,000	100,000	-60.0%
02-0000-335000	Gas Taxes	1,337,868	1,375,422	1,310,000	1,505,127	1,684,812	1,684,812	1,684,812	28.6%
02-0000-336000	Bike Way Taxes	13,514	13,893	13,500	15,203	17,018	17,018	17,018	26.1%
02-0000-338000	Reimb Costs-Materials	1,763	13,193	2,000	494	500	500	500	-75.0%
02-0000-338001	Reimb Costs-Labor	1,711	961	500	589	500	500	500	0.0%
02-0000-338002	Reimb Costs-Capital Project	33,039	32,447	-	11,886	10,000	10,000	10,000	100.0%
02-0000-341006	Technology Fee	-	1,971	1,875	6,301	6,000	6,000	6,000	220.0%
02-0000-342004	Dev Review and Inspection Fee	27,174	34,192	25,000	72,033	50,000	50,000	50,000	100.0%
02-0000-347000	Transportation Utility Fee	-	-	957,337	957,337	1,100,000	1,100,000	1,100,000	14.9%
02-0000-360000	Miscellaneous Revenues	2,065	336	-	-	-	-	-	0.0%
02-0000-361000	Interest Earned	4,576	4,636	2,500	8,610	9,000	9,000	9,000	260.0%
02-0000-364000	Sale Of Assets	1,131	448	-	5	-	-	-	0.0%
02-0000-376001	Developer Projects	-	-	340,000	342,750	-	-	-	-100.0%
02-0000-390025	Transfer In-PERS Reserve	-	-	2,829	2,864	-	-	-	-100.0%
<b>FUND 02</b>	<b>TOTAL REVENUES</b>	<b>2,230,975</b>	<b>2,982,672</b>	<b>3,402,867</b>	<b>3,922,617</b>	<b>3,661,994</b>	<b>3,661,994</b>	<b>3,661,994</b>	<b>7.6%</b>

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>PUBLIC WORKS 51XX</b>									
<b>5112</b>	<b>STREET ENGINEERING</b>								
02-5112-410000	Administrative Salaries	34,056	49,408	52,048	53,415	57,419	57,419	57,419	10.3%
02-5112-420000	Clerical Salaries	5,418	23,907	31,645	27,350	32,923	32,923	32,923	4.0%
02-5112-432000	Engineer Salaries	80,435	99,324	104,237	98,648	108,841	108,841	108,841	4.4%
02-5112-435000	Overtime	-	1,225	-	952	-	-	-	0.0%
02-5112-438000	Longevity	180	480	480	480	193	193	193	-59.8%
02-5112-440000	Misc Fringe Benefits	776	838	883	899	883	883	883	0.0%
02-5112-441000	FICA/Medicare	8,917	13,043	14,481	13,744	15,320	15,320	15,320	5.8%
02-5112-442000	Workers Compensation	1,816	2,209	3,134	2,329	2,733	2,733	2,733	-12.8%
02-5112-443000	Unemployment/Transit Tax	358	348	191	186	406	406	406	112.6%
02-5112-444000	Retirement-PERS	9,552	13,006	21,127	19,314	24,937	24,937	24,937	18.0%
02-5112-444001	Retirement-Principal	16,119	29,911	29,438	24,745	22,888	22,888	22,888	-22.3%
02-5112-444002	Retirement-Pension Bond	1,554	2,807	4,336	4,448	5,733	5,733	5,733	32.2%
02-5112-445000	Health/Life/LTD	25,494	31,925	41,410	30,166	43,478	43,478	43,478	5.0%
<b>Total Personnel Services</b>		<b>184,676</b>	<b>268,432</b>	<b>303,410</b>	<b>276,676</b>	<b>315,753</b>	<b>315,753</b>	<b>315,753</b>	<b>4.1%</b>
02-5112-510000	Office Supplies	859	978	1,500	1,500	2,200	2,200	2,200	46.7%
02-5112-511000	Postage	-	-	75	75	75	75	75	0.0%
02-5112-515000	Printing & Advertising	570	425	100	452	100	100	100	0.0%
02-5112-520000	Dues & Meetings	529	918	880	690	1,020	1,020	1,020	15.9%
02-5112-520003	Recruitment Expense	81	384	100	51	-	-	-	-100.0%
02-5112-520006	Traffic Safety Committee	-	-	10,000	242	10,000	10,000	10,000	0.0%
02-5112-520008	Recognition	-	-	125	123	125	125	125	0.0%
02-5112-523000	Supplies & Equipment	413	593	1,350	1,350	1,320	1,320	1,320	-2.2%
02-5112-525000	Travel & Training	2,286	1,144	4,900	4,657	6,050	6,050	6,050	23.5%
02-5112-526000	Employee Testing	-	32	-	19	-	-	-	0.0%
02-5112-532000	Bank Fees	192	292	250	1,967	3,000	3,000	3,000	1100.0%
02-5112-533000	Contractual Services	51,390	166,303	68,000	70,775	51,250	51,250	51,250	-24.6%
02-5112-533045	Maintenance Agreements	8,122	8,295	11,600	11,600	11,725	11,725	11,725	1.1%
02-5112-540000	Utilities	-	-	-	162	194	194	194	100.0%
02-5112-551000	Books & Publications	78	-	200	895	200	200	200	0.0%
02-5112-562000	Fuel	449	734	650	644	725	725	725	11.5%
02-5112-563000	Vehicle Maintenance	25	691	625	375	650	650	650	4.0%
02-5112-575000	Bond Registration Costs	105	-	-	-	-	-	-	0.0%
02-5112-576000	Recording Fees	44	51	100	100	100	100	100	0.0%
02-5112-590000	Internal Chrg-Admin Support Services	139,430	175,563	217,953	209,466	267,056	267,056	267,056	22.5%
02-5112-590006	Internal Chrg-Network Upgrade	-	-	-	-	1,070	1,070	1,070	100.0%
<b>Total Materials and Services</b>		<b>204,574</b>	<b>356,403</b>	<b>318,408</b>	<b>305,141</b>	<b>356,860</b>	<b>356,860</b>	<b>356,860</b>	<b>12.1%</b>
02-5112-610000	Capital Outlay	27,281	26,900	2,900	2,813	5,000	5,000	5,000	72.4%
<b>Total Capital Outlay</b>		<b>27,281</b>	<b>26,900</b>	<b>2,900</b>	<b>2,813</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>72.4%</b>
<b>5112</b>	<b>TOTAL STREET ENGINEERING</b>	<b>416,530</b>	<b>651,735</b>	<b>624,718</b>	<b>584,630</b>	<b>677,613</b>	<b>677,613</b>	<b>677,613</b>	<b>8.5%</b>

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>5120</b>	<b>STREET MAINTENANCE</b>								
02-5120-410000	Administrative Salaries	20,315	21,782	23,377	23,361	24,636	24,636	24,636	5.4%
02-5120-420000	Clerical Salaries	9,556	10,118	10,647	10,625	11,231	11,231	11,231	5.5%
02-5120-431000	Maintenance Salaries	48,097	48,609	50,618	50,500	52,218	52,218	52,218	3.2%
02-5120-433000	Summer Help	5,367	15,848	35,535	48,063	37,155	37,155	37,155	4.6%
02-5120-435000	Overtime	187	654	750	1,459	825	825	825	10.0%
02-5120-436000	On Call Pay	309	679	900	1,125	900	900	900	0.0%
02-5120-438000	Longevity	1,080	1,080	1,080	1,890	3,000	3,000	3,000	177.8%
02-5120-440000	Misc Fringe Benefits	160	160	160	161	160	160	160	0.0%
02-5120-441000	FICA/Medicare	6,268	7,272	9,415	10,361	9,955	9,955	9,955	5.7%
02-5120-442000	Workers Compensation	4,650	5,963	7,866	8,736	7,008	7,008	7,008	-10.9%
02-5120-443000	Unemployment/Transit Tax	255	198	125	139	263	263	263	110.4%
02-5120-444001	Retirement-Principal	20,395	25,138	31,385	31,439	35,721	35,721	35,721	13.8%
02-5120-445000	Health/Life/LTD	22,996	23,481	24,790	23,402	25,399	25,399	25,399	2.5%
<b>Total Personnel Services</b>		<b>139,634</b>	<b>160,982</b>	<b>196,648</b>	<b>211,260</b>	<b>208,471</b>	<b>208,471</b>	<b>208,471</b>	<b>6.0%</b>
02-5120-510000	Office Supplies	405	1,442	2,250	2,250	2,500	2,500	2,500	11.1%
02-5120-512000	Uniforms	2,593	3,030	3,250	3,000	3,750	3,750	3,750	15.4%
02-5120-520000	Dues & Meetings	271	926	2,000	4,000	4,000	4,000	4,000	100.0%
02-5120-520003	Recruitment Expense	-	749	500	500	500	500	500	0.0%
02-5120-522000	Road Materials	17,206	14,415	25,000	23,000	25,000	25,000	25,000	0.0%
02-5120-523000	Supplies & Equipment	8,028	12,311	9,000	8,000	9,000	9,000	9,000	0.0%
02-5120-523100	Small Tools	-	4,781	4,000	3,000	4,000	4,000	4,000	0.0%
02-5120-524000	Safety Program	-	-	500	500	500	500	500	0.0%
02-5120-525000	Travel & Training	2,321	2,745	4,000	3,500	5,000	5,000	5,000	25.0%
02-5120-526000	Employee Testing	299	320	575	575	500	500	500	-13.0%
02-5120-533000	Contractual Services	21,037	18,127	16,000	15,000	16,000	16,000	16,000	0.0%
02-5120-533045	Maintenance Agreements	3,909	4,117	5,000	4,000	5,000	5,000	5,000	0.0%
02-5120-538101	Street Improvements	8,013	5,194	20,000	18,000	50,000	50,000	50,000	150.0%
02-5120-538102	Street Crack Sealing	26,434	26,075	25,000	20,000	5,000	5,000	5,000	-80.0%
02-5120-538105	Sidewalk Intersections/ADA/Bikeway	-	13,616	25,000	20,000	25,000	25,000	25,000	0.0%
02-5120-540000	Utilities	2,768	3,241	5,000	4,000	5,000	5,000	5,000	0.0%
02-5120-541000	Street Signs	20,610	12,254	22,000	20,000	20,000	20,000	20,000	-9.1%
02-5120-541001	Street-Electrical	277,845	270,769	288,000	280,000	285,000	285,000	285,000	-1.0%
02-5120-541002	Street Light/Pole Maintenance	24,668	9,987	25,000	20,000	30,000	30,000	30,000	20.0%
02-5120-562000	Fuel	6,619	6,897	9,000	12,000	12,000	12,000	12,000	33.3%
02-5120-563000	Vehicle Maintenance	19,840	19,073	13,000	15,000	15,000	15,000	15,000	15.4%
02-5120-566000	Equip Repair & Maintenance	4,886	9,720	6,000	6,000	7,000	7,000	7,000	16.7%
02-5120-571000	Building & Grounds Maintenance	372	12,812	6,000	8,000	10,000	10,000	10,000	66.7%
02-5120-590001	Internal Chrg-Veh/Equip	20,000	20,000	25,000	25,000	25,000	25,000	25,000	0.0%
02-5120-590002	Internal Chrg-Computers	-	30,000	-	-	-	-	-	0.0%
<b>Total Materials and Services</b>		<b>468,124</b>	<b>502,600</b>	<b>541,075</b>	<b>515,326</b>	<b>564,750</b>	<b>564,750</b>	<b>564,750</b>	<b>4.4%</b>
02-5120-610000	Capital Outlay	8,210	-	-	-	-	-	-	0.0%
<b>Total Capital Outlay</b>		<b>8,210</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>
<b>5120</b>	<b>TOTAL STREET MAINTENANCE</b>	<b>615,968</b>	<b>663,582</b>	<b>737,723</b>	<b>726,586</b>	<b>773,221</b>	<b>773,221</b>	<b>773,221</b>	<b>4.8%</b>
<b>TOTAL PUBLIC WORKS (STREET)</b>		<b>1,032,498</b>	<b>1,315,317</b>	<b>1,362,441</b>	<b>1,311,217</b>	<b>1,450,834</b>	<b>1,450,834</b>	<b>1,450,834</b>	<b>6.5%</b>

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>NONDEPARTMENTAL 91XX</b>									
<b>9170</b>	<b>TRANSFERS</b>								
02-9170-907000	Transfer Out-Water Fund	-	4,858	-	-	-	-	-	0.0%
02-9170-909000	Transfer Out-Debt Service	22,640	22,772	23,150	23,150	22,600	22,600	22,600	-2.4%
02-9170-918000	Transfer Out-Street Cap Projects	359,591	900,648	1,921,337	1,919,087	1,233,400	1,233,400	1,233,400	-35.8%
02-9170-925000	Transfer Out-PERS Reserve Fund	-	2,821	-	-	-	-	-	0.0%
<b>9170</b>	<b>TOTAL TRANSFERS</b>	<b>382,231</b>	<b>931,099</b>	<b>1,944,487</b>	<b>1,942,237</b>	<b>1,256,000</b>	<b>1,256,000</b>	<b>1,256,000</b>	<b>-35.4%</b>
<b>9180</b>	<b>RESERVES</b>								
02-9180-800000	Contingency	-	-	95,939	-	955,160	955,160	955,160	895.6%
<b>9180</b>	<b>TOTAL RESERVES</b>	<b>-</b>	<b>-</b>	<b>95,939</b>	<b>-</b>	<b>955,160</b>	<b>955,160</b>	<b>955,160</b>	<b>895.6%</b>
<b>TOTAL NONDEPARTMENTAL</b>		<b>382,231</b>	<b>931,099</b>	<b>2,040,426</b>	<b>1,942,237</b>	<b>2,211,160</b>	<b>2,211,160</b>	<b>2,211,160</b>	<b>8.4%</b>
<b>FUND 02</b>	<b>TOTAL STREET FUND</b>	<b>1,414,730</b>	<b>2,246,416</b>	<b>3,402,867</b>	<b>3,253,453</b>	<b>3,661,994</b>	<b>3,661,994</b>	<b>3,661,994</b>	<b>7.6%</b>
	ENDING FUND BALANCE	816,245	736,256	-	669,164	-	-	-	0.0%

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## FUND 42: Street System Development Charges

	<u>16-17</u>	<u>17-18</u>	<u>18-19</u>
BUDGETED STAFF FTE:	0.00	0.00	0.00

### Description

Street System Development Charges (SDCs) are paid by developers on building permits. They are used to provide additional capacity to the City's infrastructure and can only be spent on capital projects listed in the Transportation System Plan.

### Significant Changes

Revenue decreases result from anticipated decreased activity in commercial development.

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>FUND 42</b>	<b>STREET SYSTEM DEVELOPMENT FUND</b>								
	<b>REVENUES</b>								
42-0000-300000	Beg F/B-Net Working Capital	2,574,473	2,824,984	2,965,113	2,936,734	2,287,121	2,287,121	2,287,121	-22.9%
42-0000-334000	Miscellaneous Grants	-	-	740,000	-	740,000	740,000	740,000	0.0%
42-0000-338002	Reimb Costs-Capital Projects	-	6,481	-	-	-	-	-	0.0%
42-0000-349002	System Development Fees	414,779	335,636	1,600,000	1,625,042	600,000	600,000	600,000	-62.5%
42-0000-361000	Interest Earned	16,074	29,649	20,000	48,469	50,000	50,000	50,000	150.0%
42-0000-361001	Interest-Receiveables	1,063	1,877	1,325	1,325	1,000	1,000	1,000	-24.5%
42-0000-363000	Assessment Installments	76,174	66,305	3,800	3,800	3,800	3,800	3,800	0.0%
<b>FUND 42</b>	<b>TOTAL REVENUES</b>	<b>3,082,564</b>	<b>3,264,931</b>	<b>5,330,238</b>	<b>4,615,371</b>	<b>3,681,921</b>	<b>3,681,921</b>	<b>3,681,921</b>	<b>-30.9%</b>
<b>9170</b>	<b>TRANSFERS</b>								
42-9170-907000	Transfer Out-Water Fund	-	7,565	-	-	-	-	-	0.0%
42-9170-918000	Transfer Out-Street Cap Projects	257,580	320,632	3,971,000	2,328,250	2,604,000	2,604,000	2,604,000	-34.4%
<b>9170</b>	<b>TOTAL TRANSFERS</b>	<b>257,580</b>	<b>328,197</b>	<b>3,971,000</b>	<b>2,328,250</b>	<b>2,604,000</b>	<b>2,604,000</b>	<b>2,604,000</b>	<b>-34.4%</b>
<b>9180</b>	<b>RESERVES</b>								
42-9180-800000	Contingency	-	-	1,359,238	-	1,077,921	1,077,921	1,077,921	-20.7%
<b>9180</b>	<b>TOTAL RESERVES</b>	<b>-</b>	<b>-</b>	<b>1,359,238</b>	<b>-</b>	<b>1,077,921</b>	<b>1,077,921</b>	<b>1,077,921</b>	<b>-20.7%</b>
<b>FUND 42</b>	<b>TOTAL STREET SDC FUND</b>	<b>257,580</b>	<b>328,197</b>	<b>5,330,238</b>	<b>2,328,250</b>	<b>3,681,921</b>	<b>3,681,921</b>	<b>3,681,921</b>	<b>-30.9%</b>
	ENDING FUND BALANCE	2,824,984	2,936,734	-	2,287,121	-	-	-	0.0%

## FUND 18: Streets Capital Projects

16-17 17-18 18-19

BUDGETED STAFF FTE: 0.00 0.00 0.00

### Description

The Engineering Services Department manages the planning, design, and construction of the street fund capital improvement projects. The projects proposed for the FY 18/19 budget are as follows:

- **Bicycle Route Improvements:** City Council established a comprehensive bicycle program in 2011 to implement the policies and recommended improvements in the ADA/Pedestrian/Bike Route Improvement Plan. Projects are selected based on the City's need and available funding for each fiscal year.
- **College Street Bike Lanes and Sidewalk:** The 2007 ADA/Pedestrian/Bike Route Improvement Plan identified the project as a primary critical pedestrian and bikeway route. The incomplete sidewalk connections are unsafe as it forces pedestrians onto the roadway shoulders. This project will be a continuation of the project that was completed 3 years ago. The City has entered into an Intergovernmental Agreement with ODOT on this project. Design will commence this year.
- **North Elliott Road Project:** This roadway improvement project consists of a full width street improvement with curbs, sidewalk, and bike lanes from 99W to the High School. The design phase of the project is proposed to begin in FY 18/19.
- **Villa Road Haworth to Crestview:** Villa Road north of 99W is a two lane major collector roadway that has intermittent sections of curb and sidewalk improvements. The proposed roadway improvement project is to construct a full width street improvement project consisting of curbs, sidewalk, and bike lanes. The stormwater phase of the project was constructed last summer.
- **Crestview Drive; 99W to Springbrook Rd:** Crestview Drive is an important transportation link to the north portion of the City. It will connect 99W at Providence Drive to N. Springbrook Road. The two sections of either end of the alignment have not been constructed. This improvement replaces the existing gravel roadway and substandard pavement sections, and will include curbs, gutters, bike lands, and sidewalks.
- **Fifth Street Rehabilitation Project:** East Fifth Street from River Street to Wynyoski Street is in need for rehabilitation. Since the City will be working on the wastewater line on this street, it made sense to complete the pavement rehabilitation. The sidewalks and curbs are also below standard. When the project is completed, the goal is to have completed the wastewater work, ADA and sidewalk, curb, gutter, and pavement resurfacing.
- **Public Works Maintenance Facility Improvements:** An increase of \$80,000 will be split and seen in each fund 4 section (Street, Wastewater, and Water) and in fund 18, for the installation of fuel tanks located at 500 W. Fifth Street as a continued improvement of the PWM facility. Based on city wide budgeted fuel costs for FY 2017/2018 of about \$125,000, and using a conservative overall savings of 15% - 20%, the annual fuel cost savings could range from \$18,000 to \$25,000 or greater, over the current fuel costs utilizing state contract fuel card lock refueling stations. Onsite fuel storage tanks would be sized to also provide an emergency fuel reserve source in the event of emergencies, in addition to normal operational needs.
- **Pavement Rehabilitation:** In 2017, City Council adopted a Transportation Utility Fee, which will generate approximately \$1.2 million in annual revenue to invest in maintenance of pavement surfaces. The City of Newberg has 72 miles of paved streets and 4 miles of gravel roadways – making roads the City's largest infrastructure asset, with a replacement value of approximately \$150 million. In 2016, the condition of the roads ranged from poor to good with an overall pavement condition index of 72 city-wide.

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>FUND 18</b>	<b>STREET CAPITAL PROJECTS FUND</b>								
	<b>REVENUES</b>								
18-0000-300000	Beg F/B-Net Working Capital	164,209	165,646	168,396	168,834	175,291	175,291	175,291	4.1%
18-0000-361000	Interest Earned	1,437	3,188	2,000	6,456	6,500	6,500	6,500	225.0%
18-0000-390002	Transfer In-Street Fund	359,591	900,648	1,921,337	1,919,087	1,233,400	1,233,400	1,233,400	-35.8%
18-0000-390014	Transfer In-EDRLF	133,546	-	-	-	-	-	-	0.0%
18-0000-390042	Transfer In-Street SDC	257,580	320,632	3,971,000	2,328,250	2,604,000	2,604,000	2,604,000	-34.4%
<b>FUND 18</b>	<b>TOTAL REVENUES</b>	<b>916,364</b>	<b>1,390,114</b>	<b>6,062,733</b>	<b>4,422,628</b>	<b>4,019,191</b>	<b>4,019,191</b>	<b>4,019,191</b>	<b>-33.7%</b>
<b>5150</b>	<b>CAPITAL PROJECTS</b>								
18-5150-702106	Bicycle Route Improvements	257	-	5,000	-	5,000	5,000	5,000	0.0%
18-5150-702111	College St Bikelane & Sidewalk	-	-	120,000	120,000	200,000	200,000	200,000	66.7%
18-5150-702123	Elliott Road	-	-	-	-	350,000	350,000	350,000	100.0%
18-5150-702163	Villa Rd - Haworth to Crestview	318,448	967,610	2,715,000	2,715,000	800,000	800,000	800,000	-70.5%
18-5150-702167	Crestview Drive (Oxberg Lake)	-	-	1,840,000	200,000	1,640,000	1,640,000	1,640,000	-10.9%
18-5150-702171	Pavement Rehabilitation	221,512	211,697	225,000	225,000	315,000	315,000	315,000	40.0%
18-5150-702174	2nd Street Parking Lot Rehab	196,391	-	-	-	-	-	-	0.0%
18-5150-702175	520 W 3rd Property Purchase	14,109	-	-	-	-	-	-	0.0%
18-5150-702176	LED Street Light Conversion	-	1,875	-	-	-	-	-	0.0%
18-5150-702177	PW Maint Facility Improvements	-	19,883	30,000	30,000	20,000	20,000	20,000	-33.3%
18-5150-703000	Citywide Pavement Preservation - TUF	-	20,215	957,337	957,337	507,400	507,400	507,400	-47.0%
<b>5150</b>	<b>TOTAL CAPITAL PROJECTS</b>	<b>750,718</b>	<b>1,221,280</b>	<b>5,892,337</b>	<b>4,247,337</b>	<b>3,837,400</b>	<b>3,837,400</b>	<b>3,837,400</b>	<b>-34.9%</b>
<b>9180</b>	<b>RESERVES</b>								
18-9180-830000	Reserve for Payments in Lieu	-	-	170,396	-	181,791	181,791	181,791	6.7%
<b>9180</b>	<b>TOTAL RESERVES</b>	<b>-</b>	<b>-</b>	<b>170,396</b>	<b>-</b>	<b>181,791</b>	<b>181,791</b>	<b>181,791</b>	<b>6.7%</b>
<b>FUND 18</b>	<b>TOTAL STREET CAPITAL PROJECTS FUND</b>	<b>750,718</b>	<b>1,221,280</b>	<b>6,062,733</b>	<b>4,247,337</b>	<b>4,019,191</b>	<b>4,019,191</b>	<b>4,019,191</b>	<b>-33.7%</b>
	ENDING FUND BALANCE	165,646	168,834	-	175,291	-	-	-	0.0%

## WASTEWATER PROGRAM

### WASTEWATER FUND SUMMARY - REVENUES

<b>FUND 06</b>	<b>ACTUAL 2015-16</b>	<b>ACTUAL 2016-17</b>	<b>ADOPTED 2017-18</b>	<b>PROJECTED 2017-18</b>	<b>PROPOSED 2018-19</b>	<b>APPROVED 2018-19</b>	<b>ADOPTED 2018-19</b>	<b>Adopted vs. Adopted</b>
Beg F/B-Net Working Capital	4,944,665	12,445,970	10,812,028	11,973,385	10,336,315	10,336,315	10,336,315	-4.4%
User Fees	7,054,097	7,459,771	7,861,155	7,610,184	7,926,163	7,926,163	7,926,163	0.8%
Other	6,783,030	635,892	286,004	495,140	441,800	441,800	441,800	54.5%
<b>TOTAL REVENUES</b>	<b>18,781,792</b>	<b>20,541,634</b>	<b>18,959,187</b>	<b>20,078,709</b>	<b>18,704,278</b>	<b>18,704,278</b>	<b>18,704,278</b>	<b>-1.3%</b>

### WASTEWATER FUND SUMMARY - EXPENDITURES

<b>FUND 06</b>	<b>ACTUAL 2015-16</b>	<b>ACTUAL 2016-17</b>	<b>ADOPTED 2017-18</b>	<b>PROJECTED 2017-18</b>	<b>PROPOSED 2018-19</b>	<b>APPROVED 2018-19</b>	<b>ADOPTED 2018-19</b>	<b>Adopted vs. Adopted</b>
<b>ENGINEERING</b>								
Personnel Services	199,748	268,197	302,374	275,657	314,640	314,640	314,640	4.1%
Materials and Services	1,105,917	1,363,210	1,469,965	1,425,079	1,739,211	1,739,211	1,739,211	18.3%
Capital Outlay	627	-	2,900	2,813	5,000	5,000	5,000	72.4%
<b>Total Engineering</b>	<b>1,306,291</b>	<b>1,631,407</b>	<b>1,775,239</b>	<b>1,703,549</b>	<b>2,058,851</b>	<b>2,058,851</b>	<b>2,058,851</b>	<b>16.0%</b>
<b>OPERATIONS</b>								
Personnel Services	937,310	992,634	1,163,232	1,047,169	1,106,457	1,106,457	1,106,457	-4.9%
Materials and Services	771,284	943,230	1,260,094	1,165,838	1,260,784	1,260,784	1,260,784	0.1%
Capital Outlay	20,629	166,894	140,000	133,059	126,650	126,650	126,650	-9.5%
<b>Total Operations</b>	<b>1,729,223</b>	<b>2,102,758</b>	<b>2,563,326</b>	<b>2,346,066</b>	<b>2,493,891</b>	<b>2,493,891</b>	<b>2,493,891</b>	<b>-2.7%</b>
<b>MAINTENANCE</b>								
Personnel Services	590,198	576,348	759,312	711,902	877,479	877,479	877,479	15.6%
Materials and Services	332,383	366,816	563,600	549,801	569,000	569,000	569,000	1.0%
<b>Total Maintenance</b>	<b>922,582</b>	<b>943,164</b>	<b>1,322,912</b>	<b>1,261,702</b>	<b>1,446,479</b>	<b>1,446,479</b>	<b>1,446,479</b>	<b>9.3%</b>
<b>NONDEPARTMENTAL</b>								
Special Payments	-	-	50,000	20,000	50,000	50,000	50,000	0.0%
Debt Service	1,473,815	2,475,235	2,327,273	2,327,273	2,299,621	2,299,621	2,299,621	-1.2%
Transfers Out	903,912	1,415,684	3,214,055	2,083,803	1,644,500	1,644,500	1,644,500	-48.8%
Reserves	-	-	5,830,907	-	6,730,275	6,730,275	6,730,275	15.4%
Contingency	-	-	1,875,475	-	1,980,661	1,980,661	1,980,661	5.6%
<b>Total Nondepartmental</b>	<b>2,377,726</b>	<b>3,890,920</b>	<b>13,297,710</b>	<b>4,431,076</b>	<b>12,705,057</b>	<b>12,705,057</b>	<b>12,705,057</b>	<b>-4.5%</b>
<b>TOTAL EXPENDITURES</b>	<b>6,335,822</b>	<b>8,568,249</b>	<b>18,959,187</b>	<b>9,742,394</b>	<b>18,704,278</b>	<b>18,704,278</b>	<b>18,704,278</b>	<b>-1.3%</b>

### WASTEWATER SYSTEM DEVELOPMENT FUND SUMMARY - REVENUES

<b>FUND 46</b>	<b>ACTUAL 2015-16</b>	<b>ACTUAL 2016-17</b>	<b>ADOPTED 2017-18</b>	<b>PROJECTED 2017-18</b>	<b>PROPOSED 2018-19</b>	<b>APPROVED 2018-19</b>	<b>ADOPTED 2018-19</b>	<b>Adopted vs. Adopted</b>
Beg F/B-Net Working Capital	4,175,483	4,527,496	4,516,526	5,106,412	4,971,041	4,971,041	4,971,041	10.1%
System Development Fees	617,489	1,094,556	800,000	991,341	750,000	750,000	750,000	-6.3%
Other	25,318	51,528	30,000	73,422	70,000	70,000	70,000	133.3%
<b>TOTAL REVENUES</b>	<b>4,818,290</b>	<b>5,673,581</b>	<b>5,346,526</b>	<b>6,171,175</b>	<b>5,791,041</b>	<b>5,791,041</b>	<b>5,791,041</b>	<b>8.3%</b>

### WASTEWATER SYSTEM DEVELOPMENT FUND SUMMARY - EXPENDITURES

<b>FUND 46</b>	<b>ACTUAL 2015-16</b>	<b>ACTUAL 2016-17</b>	<b>ADOPTED 2017-18</b>	<b>PROJECTED 2017-18</b>	<b>PROPOSED 2018-19</b>	<b>APPROVED 2018-19</b>	<b>ADOPTED 2018-19</b>	<b>Adopted vs. Adopted</b>
Debt Service	281,236	284,078	284,724	284,725	209,987	209,987	209,987	-26.2%
Transfers Out	9,558	283,091	1,295,000	915,409	1,450,500	1,450,500	1,450,500	12.0%
Contingency	-	-	3,766,802	-	4,130,554	4,130,554	4,130,554	9.7%
<b>TOTAL EXPENDITURES</b>	<b>290,794</b>	<b>567,169</b>	<b>5,346,526</b>	<b>1,200,134</b>	<b>5,791,041</b>	<b>5,791,041</b>	<b>5,791,041</b>	<b>8.3%</b>

## WASTEWATER PROGRAM cont'd

### WASTEWATER CAPITAL PROJECTS FUND SUMMARY - REVENUES

<b>FUND 04</b>	<b>ACTUAL 2015-16</b>	<b>ACTUAL 2016-17</b>	<b>ADOPTED 2017-18</b>	<b>PROJECTED 2017-18</b>	<b>PROPOSED 2018-19</b>	<b>APPROVED 2018-19</b>	<b>ADOPTED 2018-19</b>	<b>Adopted vs. Adopted</b>
Beg F/B-Net Working Capital	(89,751)	-	-	-	-	-	-	0.0%
Transfers In-Wastewater	913,469	1,658,132	4,509,055	2,999,212	3,095,000	3,095,000	3,095,000	-31.4%
Transfers In-Other	3,751,707	1,052,033	2,769,412	1,649,233	2,629,000	2,629,000	2,629,000	-5.1%
<b>TOTAL REVENUES</b>	<b>4,575,426</b>	<b>2,710,165</b>	<b>7,278,467</b>	<b>4,648,445</b>	<b>5,724,000</b>	<b>5,724,000</b>	<b>5,724,000</b>	<b>-21.4%</b>

### WASTEWATER CAPITAL PROJECTS FUND SUMMARY - EXPENDITURES

<b>FUND 04</b>	<b>ACTUAL 2015-16</b>	<b>ACTUAL 2016-17</b>	<b>ADOPTED 2017-18</b>	<b>PROJECTED 2017-18</b>	<b>PROPOSED 2018-19</b>	<b>APPROVED 2018-19</b>	<b>ADOPTED 2018-19</b>	<b>Adopted vs. Adopted</b>
Capital Projects-Wastewater	913,469	1,658,132	4,509,055	2,999,211	3,095,000	3,095,000	3,095,000	-31.4%
Capital Projects-Other	3,661,956	1,052,033	2,769,412	1,649,234	2,629,000	2,629,000	2,629,000	-5.1%
<b>TOTAL EXPENDITURES</b>	<b>4,575,426</b>	<b>2,710,165</b>	<b>7,278,467</b>	<b>4,648,445</b>	<b>5,724,000</b>	<b>5,724,000</b>	<b>5,724,000</b>	<b>-21.4%</b>

## FUND 06: Wastewater Fund

**16-17 17-18 18-19**  
**BUDGETED STAFF FTE: 18.61 20.26 20.26**

### **Description**

The wastewater fund is responsible for:

- Planning, design, inspection, and management of capital improvement projects for the replacement and expansion of the wastewater collection, pumping, and treatment systems.
- The design reviews and inspections for construction of public improvements associated with private development projects.
- Operating and maintaining the City's wastewater treatment plant and wastewater pump stations.
- Operating and maintaining the 427,000 gravity linear feet and 29,000 force linear feet of wastewater collection system piping, 1,657 manholes, and 712 cleanouts throughout the City.
- Routine maintenance: including pipe cleaning, line video-taping, root and obstruction removal, manhole repair, and pipe lining and replacement projects.
- Collections System pretreatment inspections of grease traps, interceptors, and FOG (Fats, Oils, and Grease) reduction in the collection system.

### **Significant Changes**

- The utilities line item has decreased due to improved efficiency from some equipment rehab projects this year, as well as a lower power usage than expected for our Onsite Sodium Hypochlorite Generation system.
- Upgrade to the OMS Cartegraph System.
- Funds were transferred from the Inflow/Inflow correction line to the contractual service line to properly reflect contractual service expenditures as part of the inflow and infiltrations reduction program work.
- Increase in dues & meetings and travel & training budgets due to personnel changes; increase in staff certifications and additional training requirements.
- Bank fees are increasing due to new software that allows for easier credit card payment processing.
- Internal Charge-Franchise Fee rate is being proposed to go from 5% to 7%.

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>FUND 06</b>	<b>WASTEWATER FUND</b>								
	<b>REVENUES</b>								
06-0000-300000	Beg F/B-Net Working Capital	4,944,665	12,445,970	10,812,028	11,973,385	10,336,315	10,336,315	10,336,315	-4.4%
06-0000-338000	Reimb Costs-Materials	6,366	-	-	-	-	-	-	0.0%
06-0000-338001	Reimb Costs-Labor	2,252	(45)	-	-	-	-	-	0.0%
06-0000-338002	Reimb Costs-Capital Project	33,039	32,447	10,000	11,886	10,000	10,000	10,000	0.0%
06-0000-341006	Technology Fee	-	1,554	1,875	6,301	6,000	6,000	6,000	220.0%
06-0000-342004	Dev Review and Inspection Fee	27,164	31,146	30,000	60,889	50,000	50,000	50,000	66.7%
06-0000-342005	Compost Sales/Sawdust Sales	37,493	28,845	30,000	35,000	30,000	30,000	30,000	0.0%
06-0000-343000	Illinois Street Rental	2,000	7,301	-	-	-	-	-	0.0%
06-0000-348000	User Fees	7,054,097	7,459,771	7,861,155	7,610,184	7,926,163	7,926,163	7,926,163	0.8%
06-0000-349001	Connection Charges	26,357	7,480	15,000	35,456	20,000	20,000	20,000	33.3%
06-0000-350000	Utility Billing Penalties	51,752	47,828	50,000	46,542	50,000	50,000	50,000	0.0%
06-0000-355000	Other Fees: Septage Dumping	79,947	105,775	80,000	115,459	90,000	90,000	90,000	12.5%
06-0000-360000	Miscellaneous Revenues	1,221	1,047	500	-	-	-	-	-100.0%
06-0000-361000	Interest Earned	67,097	123,503	65,000	179,105	185,000	185,000	185,000	184.6%
06-0000-362000	Energy Partner Program Revenue	1,111	897	800	1,634	800	800	800	0.0%
06-0000-364000	Sale Of Assets	1,131	248,116	-	5	-	-	-	0.0%
06-0000-390025	Transfer In-PERS Reserve	-	-	2,829	2,864	-	-	-	-100.0%
06-0000-390026	Transfer In-Wastewater Reserve	6,446,100	-	-	-	-	-	-	0.0%
<b>FUND 06</b>	<b>TOTAL REVENUES</b>	<b>18,781,792</b>	<b>20,541,634</b>	<b>18,959,187</b>	<b>20,078,709</b>	<b>18,704,278</b>	<b>18,704,278</b>	<b>18,704,278</b>	<b>-1.3%</b>



ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>PUBLIC WORKS 51XX</b>									
<b>5113</b>	<b>WASTEWATER ENGINEERING</b>								
06-5113-410000	Administrative Salaries	46,290	49,054	52,048	53,415	57,419	57,419	57,419	10.3%
06-5113-420000	Clerical Salaries	5,457	24,464	31,092	26,798	32,330	32,330	32,330	4.0%
06-5113-432000	Engineer Salaries	78,858	99,324	104,237	98,648	108,841	108,841	108,841	4.4%
06-5113-435000	Overtime	-	1,225	-	952	-	-	-	0.0%
06-5113-438000	Longevity	180	480	480	480	193	193	193	-59.8%
06-5113-440000	Misc Fringe Benefits	872	832	877	893	877	877	877	0.0%
06-5113-441000	FICA/Medicare	9,726	13,065	14,438	13,704	15,274	15,274	15,274	5.8%
06-5113-442000	Workers Compensation	1,832	2,204	3,121	2,324	2,730	2,730	2,730	-12.5%
06-5113-443000	Unemployment/Transit Tax	396	350	191	185	404	404	404	111.5%
06-5113-444000	Retirement-PERS	12,182	12,931	21,127	19,314	24,937	24,937	24,937	18.0%
06-5113-444001	Retirement-Principal	15,719	29,753	29,246	24,554	22,668	22,668	22,668	-22.5%
06-5113-444002	Retirement-Pension Bond	1,554	2,807	4,336	4,448	5,733	5,733	5,733	32.2%
06-5113-445000	Health/Life/LTD	26,683	31,708	41,181	29,944	43,235	43,235	43,235	5.0%
Total Personnel Services		199,748	268,197	302,374	275,657	314,640	314,640	314,640	4.1%
06-5113-510000	Office Supplies	1,078	984	1,500	1,500	2,200	2,200	2,200	46.7%
06-5113-511000	Postage	461	12	50	50	50	50	50	0.0%
06-5113-515000	Printing & Advertising	199	109	100	100	100	100	100	0.0%
06-5113-520000	Dues & Meetings	1,133	951	890	800	1,020	1,020	1,020	14.6%
06-5113-520003	Recruitment Expense	81	334	200	51	-	-	-	-100.0%
06-5113-520008	Recognition	-	-	125	123	125	125	125	0.0%
06-5113-523000	Supplies & Equipment	812	1,112	1,350	1,350	1,320	1,320	1,320	-2.2%
06-5113-525000	Travel & Training	2,284	1,064	4,900	4,900	6,050	6,050	6,050	23.5%
06-5113-526000	Employee Testing	-	32	-	19	-	-	-	0.0%
06-5113-532000	Bank Fees	156	518	300	2,421	3,000	3,000	3,000	900.0%
06-5113-533000	Contractual Services	16,621	1,926	13,500	13,500	5,000	5,000	5,000	-63.0%
06-5113-533045	Maintenance Agreements	8,122	8,295	11,600	11,600	11,725	11,725	11,725	1.1%
06-5113-540000	Utilities	-	-	-	162	194	194	194	100.0%
06-5113-551000	Books & Publications	157	-	200	100	200	200	200	0.0%
06-5113-562000	Fuel	449	734	625	594	725	725	725	16.0%
06-5113-563000	Vehicle Maintenance	223	665	650	375	650	650	650	0.0%
06-5113-575100	Loan Fees	54,779	119,501	114,434	114,434	109,232	109,232	109,232	-4.5%
06-5113-576000	Recording Fees	44	81	100	-	100	100	100	0.0%
06-5113-590000	Internal Chrg-Admin Support Services	611,955	798,925	870,495	836,604	984,900	984,900	984,900	13.1%
06-5113-590004	Internal Chrg-Facilities (COP)	54,658	54,977	55,888	55,888	54,562	54,562	54,562	-2.4%
06-5113-590006	Internal Chrg-Network Upgrade	-	-	-	-	3,227	3,227	3,227	100.0%
06-5113-590015	Internal Chrg-Franchise Fee	352,705	372,989	393,058	380,509	554,831	554,831	554,831	41.2%
Total Materials and Services		1,105,917	1,363,210	1,469,965	1,425,079	1,739,211	1,739,211	1,739,211	18.3%
06-5113-610000	Capital Outlay	627	-	2,900	2,813	5,000	5,000	5,000	72.4%
Total Capital Outlay		627	-	2,900	2,813	5,000	5,000	5,000	72.4%
<b>5113</b>	<b>TOTAL WASTEWATER ENGINEERING</b>	<b>1,306,291</b>	<b>1,631,407</b>	<b>1,775,239</b>	<b>1,703,549</b>	<b>2,058,851</b>	<b>2,058,851</b>	<b>2,058,851</b>	<b>16.0%</b>

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>5131</b>	<b>WASTEWATER OPERATIONS</b>								
06-5131-410000	Administrative Salaries	67,330	72,456	77,646	77,587	83,207	83,207	83,207	7.2%
06-5131-420000	Clerical Salaries	25,725	25,911	31,781	31,921	32,717	32,717	32,717	2.9%
06-5131-431000	Salaries & Wages	458,035	474,301	528,494	476,159	484,932	484,932	484,932	-8.2%
06-5131-433000	Summer Help	6,629	3,744	6,823	7,195	7,134	7,134	7,134	4.6%
06-5131-435000	Overtime	4,247	532	5,000	3,909	5,000	5,000	5,000	0.0%
06-5131-436000	On Call Pay	6,475	6,153	4,850	8,027	6,400	6,400	6,400	32.0%
06-5131-438000	Longevity	1,200	1,200	1,680	2,700	5,040	5,040	5,040	200.0%
06-5131-440000	Misc Fringe Benefits	2,760	3,840	3,840	3,245	3,200	3,200	3,200	-16.7%
06-5131-441000	FICA/Medicare	42,520	43,643	50,498	45,770	48,013	48,013	48,013	-4.9%
06-5131-442000	Workers Compensation	22,025	24,434	31,222	24,013	25,714	25,714	25,714	-17.6%
06-5131-443000	Unemployment/Transit Tax	1,732	1,193	664	614	1,262	1,262	1,262	90.1%
06-5131-444001	Retirement-Principal	139,121	176,837	228,259	209,273	233,379	233,379	233,379	2.2%
06-5131-445000	Health/Life/LTD	159,511	158,389	192,475	156,756	170,459	170,459	170,459	-11.4%
Total Personnel Services		937,310	992,634	1,163,232	1,047,169	1,106,457	1,106,457	1,106,457	-4.9%
06-5131-510000	Office Supplies	1,232	1,136	2,800	2,763	2,800	2,800	2,800	0.0%
06-5131-511000	Postage	246	162	700	668	700	700	700	0.0%
06-5131-512000	Uniforms	3,408	3,236	5,600	5,502	6,250	6,250	6,250	11.6%
06-5131-515000	Printing & Advertising	2,075	1,986	2,000	1,995	2,000	2,000	2,000	0.0%
06-5131-520000	Dues & Meetings	1,305	1,672	3,500	3,340	4,500	4,500	4,500	28.6%
06-5131-520003	Recruitment Expense	1,032	245	1,000	1,000	1,000	1,000	1,000	0.0%
06-5131-523000	Supplies & Equipment	16,950	13,753	18,000	15,267	18,000	18,000	18,000	0.0%
06-5131-523100	Small Tools	-	5,869	8,000	8,000	8,000	8,000	8,000	0.0%
06-5131-524000	Safety Program	359	2,711	7,500	6,531	10,000	10,000	10,000	33.3%
06-5131-525000	Travel & Training	9,588	10,787	16,500	9,331	11,800	11,800	11,800	-28.5%
06-5131-526000	Employee Testing	950	2,290	2,770	2,668	2,600	2,600	2,600	-6.1%
06-5131-532000	Bank Fees	100	954	1,000	1,953	2,000	2,000	2,000	100.0%
06-5131-533000	Contractual Services	42,009	40,944	80,000	74,979	82,000	82,000	82,000	2.5%
06-5131-533045	Maintenance Agreements	6,076	10,832	18,000	18,000	26,500	26,500	26,500	47.2%
06-5131-537000	Operating Supplies	183,844	189,420	269,994	218,356	279,994	279,994	279,994	3.7%
06-5131-540000	Utilities	330,635	367,538	375,000	367,531	350,000	350,000	350,000	-6.7%
06-5131-545000	Lab Supplies	16,155	18,567	19,750	17,823	20,000	20,000	20,000	1.3%
06-5131-546000	Permits & Fees	18,631	20,109	23,180	22,720	26,160	26,160	26,160	12.9%
06-5131-547000	Analytical Lab Testing	7,331	12,991	26,700	16,410	25,600	25,600	25,600	-4.1%
06-5131-548000	Industrial Pretreatment	6,690	7,636	6,020	4,763	5,320	5,320	5,320	-11.6%
06-5131-551000	Books & Publications	218	75	400	400	400	400	400	0.0%
06-5131-560000	Property Taxes	127	-	750	750	480	480	480	-36.0%
06-5131-562000	Fuel	5,110	4,936	12,000	5,895	12,000	12,000	12,000	0.0%
06-5131-563000	Vehicle Maintenance	2,439	2,496	7,500	3,515	7,500	7,500	7,500	0.0%
06-5131-566000	Equip Repair & Maintenance	85,723	124,549	185,000	198,758	185,000	185,000	185,000	0.0%
06-5131-568000	Pump Station Maintenance	1,401	8,791	25,000	22,500	25,000	25,000	25,000	0.0%
06-5131-571000	Building & Grounds Maintenance	23,673	35,496	70,000	62,991	71,500	71,500	71,500	2.1%
06-5131-580000	Professional Services	3,977	-	-	-	-	-	-	0.0%
06-5131-590001	Internal Chrg-Veh/Equip	-	54,050	71,430	71,430	72,930	72,930	72,930	2.1%
06-5131-590002	Internal Chrg-Computers	-	-	-	-	750	750	750	100.0%
Total Materials and Services		771,284	943,230	1,260,094	1,165,838	1,260,784	1,260,784	1,260,784	0.1%
06-5131-610000	Capital Outlay	20,629	115,961	140,000	133,059	126,650	126,650	126,650	-9.5%
06-5131-610400	Capital Outlay-Ops Vehicle Replac	-	50,932	-	-	-	-	-	0.0%
Total Capital Outlay		20,629	166,894	140,000	133,059	126,650	126,650	126,650	-9.5%
<b>5131</b>	<b>TOTAL WASTEWATER OPERATIONS</b>	<b>1,729,223</b>	<b>2,102,758</b>	<b>2,563,326</b>	<b>2,346,066</b>	<b>2,493,891</b>	<b>2,493,891</b>	<b>2,493,891</b>	<b>-2.7%</b>

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>5132</b>	<b>WASTEWATER MAINTENANCE</b>								
06-5132-410000	Administrative Salaries	20,315	21,782	23,377	67,473	80,916	80,916	80,916	246.1%
06-5132-420000	Clerical Salaries	9,556	10,118	10,647	10,625	11,231	11,231	11,231	5.5%
06-5132-431000	Salaries & Wages	308,855	292,249	375,776	319,207	394,983	394,983	394,983	5.1%
06-5132-433000	Summer Help	11,059	-	-	-	-	-	-	0.0%
06-5132-435000	Overtime	1,562	1,005	2,000	4,528	4,000	4,000	4,000	100.0%
06-5132-436000	On Call Pay	2,092	2,653	5,000	4,003	5,000	5,000	5,000	0.0%
06-5132-438000	Longevity	3,680	3,860	3,420	5,930	9,900	9,900	9,900	189.5%
06-5132-440000	Misc Fringe Benefits	679	985	1,760	1,144	1,120	1,120	1,120	-36.4%
06-5132-441000	FICA/Medicare	26,577	24,984	32,286	31,014	38,798	38,798	38,798	20.2%
06-5132-442000	Workers Compensation	22,340	21,039	31,812	22,727	24,457	24,457	24,457	-23.1%
06-5132-443000	Unemployment/Transit Tax	1,078	683	426	420	1,020	1,020	1,020	139.4%
06-5132-444000	Retirement-PERS	-	-	13,720	3,054	12,336	12,336	12,336	-10.1%
06-5132-444001	Retirement-Principal	85,083	99,365	127,999	128,100	146,680	146,680	146,680	14.6%
06-5132-444002	Retirement-Pension Bond	-	-	2,346	658	2,623	2,623	2,623	11.8%
06-5132-445000	Health/Life/LTD	97,323	97,624	128,743	113,018	144,415	144,415	144,415	12.2%
Total Personnel Services		590,198	576,348	759,312	711,902	877,479	877,479	877,479	15.6%
06-5132-512000	Uniforms	2,457	3,450	3,000	3,000	3,500	3,500	3,500	16.7%
06-5132-520000	Dues & Meetings	1,132	2,776	4,500	4,000	4,500	4,500	4,500	0.0%
06-5132-520003	Recruitment Expense	35	765	1,500	1,500	1,500	1,500	1,500	0.0%
06-5132-523000	Supplies & Equipment	16,379	14,202	13,000	13,000	13,000	13,000	13,000	0.0%
06-5132-523100	Small Tools	-	7,230	6,000	6,000	6,000	6,000	6,000	0.0%
06-5132-524000	Safety Program	-	-	1,000	1,000	1,000	1,000	1,000	0.0%
06-5132-525000	Travel & Training	7,318	6,520	7,500	7,500	10,000	10,000	10,000	33.3%
06-5132-526000	Employee Testing	1,058	1,906	1,000	4,700	1,000	1,000	1,000	0.0%
06-5132-533000	Contractual Services	19,953	21,304	24,000	50,000	50,000	50,000	50,000	108.3%
06-5132-533045	Maintenance Agreements	6,059	6,442	5,100	5,100	6,500	6,500	6,500	27.5%
06-5132-538301	Inflow/Infiltration Correction	30,049	-	100,000	75,000	75,000	75,000	75,000	-25.0%
06-5132-538306	Wastewater Rehabilitation	22,018	35,250	85,000	85,000	85,000	85,000	85,000	0.0%
06-5132-538307	Wastewater System Replacement	4,010	7,409	30,000	30,000	30,000	30,000	30,000	0.0%
06-5132-538323	Manhole Rehabilitation	34,960	29,510	35,000	30,000	35,000	35,000	35,000	0.0%
06-5132-538325	Lateral Replacement	5,437	11,597	25,000	20,000	25,000	25,000	25,000	0.0%
06-5132-540000	Utilities	2,768	3,241	4,000	3,000	4,000	4,000	4,000	0.0%
06-5132-543000	Illinois Street Rental	727	-	-	-	-	-	-	0.0%
06-5132-560000	Property Taxes	3,530	1,574	-	-	-	-	-	0.0%
06-5132-562000	Fuel	7,248	8,060	17,000	15,000	17,000	17,000	17,000	0.0%
06-5132-563000	Vehicle Maintenance	9,726	7,601	16,000	16,000	16,000	16,000	16,000	0.0%
06-5132-566000	Equip Repair & Maintenance	2,179	11,938	10,000	10,000	10,000	10,000	10,000	0.0%
06-5132-567000	Pipe & Materials	6,630	7,334	25,000	20,000	25,000	25,000	25,000	0.0%
06-5132-590001	Internal Chrg-Veh/Equip	148,709	148,709	150,000	150,000	150,000	150,000	150,000	0.0%
06-5132-590002	Internal Chrg-Computers	-	30,000	-	-	-	-	-	0.0%
Total Materials and Services		332,383	366,816	563,600	549,801	569,000	569,000	569,000	1.0%
<b>5132</b>	<b>TOTAL WASTEWATER MAINTENANCE</b>	<b>922,582</b>	<b>943,164</b>	<b>1,322,912</b>	<b>1,261,702</b>	<b>1,446,479</b>	<b>1,446,479</b>	<b>1,446,479</b>	<b>9.3%</b>
<b>TOTAL PUBLIC WORKS (WASTEWATER)</b>		<b>3,958,096</b>	<b>4,677,329</b>	<b>5,661,477</b>	<b>5,311,318</b>	<b>5,999,221</b>	<b>5,999,221</b>	<b>5,999,221</b>	<b>6.0%</b>

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>NONDEPARTMENTAL 91XX</b>									
<b>9130</b>	<b>SPECIAL PAYMENTS</b>								
06-9130-601000	Private Lateral Rehab Loans	-	-	50,000	20,000	50,000	50,000	50,000	0.0%
<b>9130</b>	<b>TOTAL SPECIAL PAYMENTS</b>	<b>-</b>	<b>-</b>	<b>50,000</b>	<b>20,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>0.0%</b>
<b>9150</b>	<b>DEBT SERVICE - PRINCIPAL</b>								
06-9150-608000	Loan: Effluent Reuse	123,507	129,827	134,367	134,367	143,967	143,967	143,967	7.1%
06-9150-609000	Loan: WW Property Expansion	193,000	193,000	193,000	193,000	193,000	193,000	193,000	0.0%
06-9150-609001	Loan: DEQ #R68820	456,539	469,782	483,409	483,409	497,432	497,432	497,432	2.9%
06-9150-609002	Loan: DEQ #R68821	-	270,104	550,175	550,175	563,736	563,736	563,736	2.5%
06-9150-615000	2015 Refunding Bond	229,630	236,603	239,974	239,974	248,095	248,095	248,095	3.4%
	Total Debt Service - Principal	1,002,677	1,299,316	1,600,925	1,600,925	1,646,230	1,646,230	1,646,230	2.8%
<b>9160</b>	<b>DEBT SERVICE - INTEREST</b>								
06-9160-608000	Loan: Effluent Reuse	107,319	102,379	97,186	97,186	66,020	66,020	66,020	-32.1%
06-9160-609000	Loan: WW Property Expansion	32,424	24,318	16,212	16,212	8,106	8,106	8,106	-50.0%
06-9160-609001	Loan: DEQ #R68820	312,263	299,020	285,393	285,393	271,370	271,370	271,370	-4.9%
06-9160-609002	Loan: DEQ #R68821	-	735,043	318,355	318,355	304,794	304,794	304,794	-4.3%
06-9160-615000	2015 Refunding Bond	19,132	15,159	9,202	9,202	3,101	3,101	3,101	-66.3%
	Total Debt Service - Interest	471,138	1,175,919	726,348	726,348	653,391	653,391	653,391	-10.0%
<b>9150/9160</b>	<b>TOTAL DEBT SERVICE</b>	<b>1,473,815</b>	<b>2,475,235</b>	<b>2,327,273</b>	<b>2,327,273</b>	<b>2,299,621</b>	<b>2,299,621</b>	<b>2,299,621</b>	<b>-1.2%</b>
<b>9170</b>	<b>TRANSFERS</b>								
06-9170-904000	Transfer Out-Capital Projects	903,912	1,382,605	3,214,055	2,083,803	1,644,500	1,644,500	1,644,500	-48.8%
06-9170-907000	Transfer Out-Water Fund	-	30,258	-	-	-	-	-	0.0%
06-9170-925000	Transfer Out-PERS Reserve Fund	-	2,821	-	-	-	-	-	0.0%
<b>9170</b>	<b>TOTAL TRANSFERS</b>	<b>903,912</b>	<b>1,415,684</b>	<b>3,214,055</b>	<b>2,083,803</b>	<b>1,644,500</b>	<b>1,644,500</b>	<b>1,644,500</b>	<b>-48.8%</b>
<b>9180</b>	<b>RESERVES</b>								
06-9180-800000	Contingency	-	-	1,025,402	-	1,132,124	1,132,124	1,132,124	10.4%
06-9180-826000	Reserve-Wastewater CIP's	-	-	5,830,907	-	6,730,275	6,730,275	6,730,275	15.4%
06-9180-840000	Contingency-Debt Service	-	-	850,073	-	848,537	848,537	848,537	-0.2%
<b>9180</b>	<b>TOTAL RESERVES</b>	<b>-</b>	<b>-</b>	<b>7,706,382</b>	<b>-</b>	<b>8,710,936</b>	<b>8,710,936</b>	<b>8,710,936</b>	<b>13.0%</b>
	<b>TOTAL NONDEPARTMENTAL</b>	<b>2,377,726</b>	<b>3,890,920</b>	<b>13,297,710</b>	<b>4,431,076</b>	<b>12,705,057</b>	<b>12,705,057</b>	<b>12,705,057</b>	<b>-4.5%</b>
<b>FUND 06</b>	<b>TOTAL WASTEWATER FUND</b>	<b>6,335,822</b>	<b>8,568,249</b>	<b>18,959,187</b>	<b>9,742,394</b>	<b>18,704,278</b>	<b>18,704,278</b>	<b>18,704,278</b>	<b>-1.3%</b>
	ENDING FUND BALANCE	12,445,970	11,973,385	-	10,336,315	-	-	-	0.0%

## FUND 46: Wastewater System Development Charges

	<u>16-17</u>	<u>17-18</u>	<u>18-19</u>
BUDGETED STAFF FTE:	0.00	0.00	0.00

### Description

Wastewater System Development Charges (SDCs) are paid by developers on building permits. They are used to provide additional capacity to the City's infrastructure and can only be spent on capital projects listed in the Wastewater Master Plan.

### Significant Changes

Revenue decreases result from anticipated decreased activity in commercial development.

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>FUND 46</b>	<b>WASTEWATER SYSTEM DEVELOPMENT FUND REVENUES</b>								
46-0000-300000	Beg F/B-Net Working Capital	4,175,483	4,527,496	4,516,526	5,106,412	4,971,041	4,971,041	4,971,041	10.1%
46-0000-349002	System Development Fees	617,489	1,094,556	800,000	991,341	750,000	750,000	750,000	-6.3%
46-0000-361000	Interest Earned	25,142	51,514	30,000	73,422	70,000	70,000	70,000	133.3%
46-0000-361001	Interest-Receiveables	177	15	-	-	-	-	-	0.0%
<b>FUND 46</b>	<b>TOTAL REVENUES</b>	<b>4,818,290</b>	<b>5,673,581</b>	<b>5,346,526</b>	<b>6,171,175</b>	<b>5,791,041</b>	<b>5,791,041</b>	<b>5,791,041</b>	<b>8.3%</b>
<b>9150</b>	<b>DEBT SERVICE - PRINCIPAL</b>								
46-9150-608000	Loan: Effluent Reuse	123,507	129,827	134,367	134,367	143,967	143,967	143,967	7.1%
46-9150-615000	2015 Refunding Bond	47,545	49,934	52,515	52,515	-	-	-	-100.0%
	Total Debt Service - Principal	171,053	179,762	186,882	186,882	143,967	143,967	143,967	-23.0%
46-9160-608000	Loan: Effluent Reuse	107,319	102,379	97,186	97,186	66,020	66,020	66,020	-32.1%
46-9160-615000	2015 Refunding Bond	2,864	1,937	656	656	-	-	-	-100.0%
	Total Debt Service - Interest	110,183	104,316	97,842	97,842	66,020	66,020	66,020	-32.5%
<b>9150/9160</b>	<b>TOTAL DEBT SERVICE</b>	<b>281,236</b>	<b>284,078</b>	<b>284,724</b>	<b>284,725</b>	<b>209,987</b>	<b>209,987</b>	<b>209,987</b>	<b>-26.2%</b>
<b>9170</b>	<b>TRANSFERS</b>								
46-9170-904000	Transfer Out-Capital Projects	9,558	275,526	1,295,000	915,409	1,450,500	1,450,500	1,450,500	12.0%
46-9170-907000	Transfer Out-Water Fund	-	7,565	-	-	-	-	-	0.0%
<b>9170</b>	<b>TOTAL TRANSFERS</b>	<b>9,558</b>	<b>283,091</b>	<b>1,295,000</b>	<b>915,409</b>	<b>1,450,500</b>	<b>1,450,500</b>	<b>1,450,500</b>	<b>12.0%</b>
<b>9180</b>	<b>RESERVES</b>								
46-9180-800000	Contingency	-	-	3,766,802	-	4,130,554	4,130,554	4,130,554	9.7%
<b>9180</b>	<b>TOTAL RESERVES</b>	<b>-</b>	<b>-</b>	<b>3,766,802</b>	<b>-</b>	<b>4,130,554</b>	<b>4,130,554</b>	<b>4,130,554</b>	<b>9.7%</b>
<b>FUND 46</b>	<b>TOTAL WASTEWATER SDC FUND</b>	<b>290,794</b>	<b>567,169</b>	<b>5,346,526</b>	<b>1,200,134</b>	<b>5,791,041</b>	<b>5,791,041</b>	<b>5,791,041</b>	<b>8.3%</b>
	ENDING FUND BALANCE	4,527,496	5,106,412	-	4,971,041	-	-	-	0.0%

## FUND 04: Proprietary Capital Projects - Wastewater

16-17 17-18 18-19

BUDGETED STAFF FTE: 0.00 0.00 0.00

### Description

The Engineering Services Department manages the planning, design, and construction of the wastewater fund capital improvement projects. The projects proposed for the FY 18/19 budget are as follows:

- **Inflow and Infiltration (I&I) Projects:** The 2015 Inflow and Infiltration Report identified the need for significant replacements/ rehabilitation of the older sections of the wastewater collections system throughout the City. The goal of the project is to replace the aging pipe infrastructure to reduce the maintenance costs and the stormwater inflow and infiltration into the system based on the priorities listed in the report.
- **Fernwood and Creekside Lift Station Coatings:** This project will involve bypass pumping around each station for a period of time for cleaning of the wet well and applying the coating material. In addition to solving the concrete erosion and grout problems at both lift stations, it will also provide for much easier cleaning and maintenance as there will no longer be a porous surface for grease and debris to attach to.
- **Dehydration Unit Burner Rebuild:** The burner provides heat for drying the sawdust, typically around 1,300 degrees. The burner is a steel tower structure that is filled with fire brick on the inside to protect the steel from the high heat. The rebuild involves removing all of the existing brick, stacking new brick, and installing a coating over the top to reduce erosion thereby extending its life. The Dehydration unit went online in December of 2009, the burner was last rebuilt in 2012.
- **Dayton Avenue Pump Station Design and Construction:** The existing Dayton Avenue pump station and the 4,000 foot long 12-inch force main were constructed in 1993. The Gorman-Rupp top-side dry pumps are nearing the end of their service life and the volume of the station wet well is significantly undersized for the flows to the station. The station overflows into Chehalem Creek during very high flow events. This project is funded through the wastewater utility funds.
- **6<sup>th</sup> Street from Blaine to River:** This existing wastewater line on 6<sup>th</sup> Street from Blaine Street to River Street is between 70 to 80 years old. The line is made of clay and the manholes are brick. This project will bring this service line up-to-date meeting today's standards.
- **PLC Study:** The Programmable Logic Controller (PLC) is the system which holds all of the logic to run the treatment plant in an automatic mode. The Siemens PLC was installed in the late 1990's and is nearing its life expectancy. The PLC which we currently use is no longer being made by Siemens. Currently we are relying on a 3<sup>rd</sup> party to support the PLC but they could stop production at any time making our system obsolete. We will first look at all of the options and then come back to purchase the new system.
- **5<sup>th</sup> Street from Chehalem to River:** The existing wastewater line of Fifth Street from Chehalem to the River is in need of rehabilitation. In addition there are several existing parcels that need access to the public wastewater line. This project would be constructed in conjunction with the pavement rehabilitation project for 2018.
- **WWTP Oxidation Ditch Repairs and brush rotor replacements:** In order to maximize the efficiency of our existing oxidation ditches, the 30 year old brush rotors need to be replaced. The brush rotors are key in mixing and aeration of the wastewater, enabling the bacteria to complete their work. Structural repairs were completed last summer to oxidation ditch #2. Only one ditch can be offline at any one time, therefore, they are shown to be completed over several years.
- **Public Works Maintenance Facility Improvements:** An increase of \$80,000 will be split and seen in each fund 4 section (Street, Wastewater, and Water) and in fund 18, for the installation of fuel tanks located at 500 W. Fifth Street as a continued improvement of the PWM facility. Based on city wide budgeted fuel costs for FY 2017/2018 of about \$125,000, and using a conservative overall savings of 15% - 20%, the annual fuel cost savings could range from \$18,000 to \$25,000 or greater, over the current fuel costs utilizing state contract fuel card lock

refueling stations. Onsite fuel storage tanks would be sized to also provide an emergency fuel reserve source in the event of emergencies, in addition to normal operational needs.

- **Chehalem Drive Extension Project:** This project would extend the public wastewater line from the existing terminus on the east side of Chehalem Creek on Hwy 240 to NE Chehalem Drive, then north on Chehalem Drive to just-south of the intersection with Mountainview Drive. This project would be constructed in conjunction with a similar waterline extension project and will allow for a more orderly future development.



ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>FUND 04</b>	<b>PROPRIETARY CAPITAL PROJECTS</b>								
	<b>REVENUES</b>								
04-0000-300000	Beg F/B-Net Working Capital	(89,751)	-	-	-	-	-	-	0.0%
04-0000-390006	Transfer In-Wastewater Fund	903,912	1,382,605	3,214,055	2,083,803	1,644,500	1,644,500	1,644,500	-48.8%
04-0000-390046	Transfer In-Wastewater SDC	9,558	275,526	1,295,000	915,409	1,450,500	1,450,500	1,450,500	12.0%
<b>5150</b>	<b>CAPITAL PROJECTS</b>								
	<b>WASTEWATER PROJECTS</b>								
04-5150-706301	Inflow/Infiltration Projects	594,337	231,761	450,000	449,342	600,000	600,000	600,000	33.3%
04-5150-706308	Wastewater Master Plan	-	120,680	100,000	144,137	-	-	-	-100.0%
04-5150-706310	Oxidation Ditches	-	145,415	700,000	617,053	-	-	-	-100.0%
04-5150-706313	Roofing at WWTP	-	82,544	-	-	-	-	-	0.0%
04-5150-706329	Coating for Pump Station	-	-	100,000	30,000	170,000	170,000	170,000	70.0%
04-5150-706369	Dehydration Unit Burner Rebuild	-	-	65,000	-	65,000	65,000	65,000	0.0%
04-5150-706393	Dayton Pump Station - Design & Construction	28,264	318,951	2,000,000	1,500,000	500,000	500,000	500,000	-75.0%
04-5150-706396	Sixth St Sewer Rehab	-	-	-	-	300,000	300,000	300,000	100.0%
04-5150-706397	Programmable Logic Controller Study	-	-	-	-	30,000	30,000	30,000	100.0%
04-5150-706404	2nd Street Parking Lot Rehab	48,957	-	-	-	-	-	-	0.0%
04-5150-706405	Fifth St Pipe Replacement	-	-	350,000	10,000	340,000	340,000	340,000	-2.9%
04-5150-706410	Oxidation Ditch Rotor Replacement	-	-	80,000	80,000	80,000	80,000	80,000	0.0%
04-5150-706411	South Springbrook (Bypass)	-	50,000	-	-	-	-	-	0.0%
04-5150-706415	WWTP Hypochlorite	229,452	688,899	-	-	-	-	-	0.0%
04-5150-706428	8th St Utility Replacement	-	-	104,055	98,680	-	-	-	-100.0%
04-5150-706475	520 W 3rd Property Purchase	12,459	-	-	-	-	-	-	0.0%
04-5150-706477	PW Maint Facility Improvements	-	19,883	50,000	50,000	20,000	20,000	20,000	-60.0%
04-5150-706479	Chehalem Extension	-	-	500,000	10,000	990,000	990,000	990,000	98.0%
04-5150-706480	GIS Integration of WWTP	-	-	10,000	10,000	-	-	-	-100.0%
Total Wastewater Projects		913,469	1,658,132	4,509,055	2,999,211	3,095,000	3,095,000	3,095,000	-31.4%

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## WATER PROGRAM

### WATER FUND SUMMARY - REVENUES

<b>FUND 07</b>	<b>ACTUAL 2015-16</b>	<b>ACTUAL 2016-17</b>	<b>ADOPTED 2017-18</b>	<b>PROJECTED 2017-18</b>	<b>PROPOSED 2018-19</b>	<b>APPROVED 2018-19</b>	<b>ADOPTED 2018-19</b>	<b>Adopted vs. Adopted</b>
Beg F/B-Net Working Capital	3,773,455	7,784,122	8,874,908	8,995,620	10,196,690	10,196,690	10,196,690	14.9%
User Fees	5,259,877	5,123,020	5,617,839	5,480,276	5,666,152	5,666,152	5,666,152	0.9%
Other	5,452,262	463,831	259,686	481,941	407,182	407,182	407,182	56.8%
<b>TOTAL REVENUES</b>	<b>14,485,593</b>	<b>13,370,973</b>	<b>14,752,433</b>	<b>14,957,837</b>	<b>16,270,024</b>	<b>16,270,024</b>	<b>16,270,024</b>	<b>10.3%</b>

### WATER FUND SUMMARY - EXPENDITURES

<b>FUND 07</b>	<b>ACTUAL 2015-16</b>	<b>ACTUAL 2016-17</b>	<b>ADOPTED 2017-18</b>	<b>PROJECTED 2017-18</b>	<b>PROPOSED 2018-19</b>	<b>APPROVED 2018-19</b>	<b>ADOPTED 2018-19</b>	<b>Adopted vs. Adopted</b>
<b>ENGINEERING</b>								
Personnel Services	245,413	266,886	303,410	276,424	315,753	315,753	315,753	4.1%
Materials and Services	947,849	1,093,812	1,090,763	1,057,836	1,330,400	1,330,400	1,330,400	22.0%
Capital Outlay	25,400	193,300	2,900	38,788	5,000	5,000	5,000	72.4%
<b>Total Engineering</b>	<b>1,218,661</b>	<b>1,553,997</b>	<b>1,397,073</b>	<b>1,373,048</b>	<b>1,651,153</b>	<b>1,651,153</b>	<b>1,651,153</b>	<b>18.2%</b>
<b>OPERATIONS</b>								
Personnel Services	462,165	523,497	550,256	538,022	581,413	581,413	581,413	5.7%
Materials and Services	469,997	473,591	633,830	588,377	629,700	629,700	629,700	-0.7%
Capital Outlay	6,278	50,391	70,000	53,415	70,000	70,000	70,000	0.0%
<b>Total Operations</b>	<b>938,441</b>	<b>1,047,478</b>	<b>1,254,086</b>	<b>1,179,814</b>	<b>1,281,113</b>	<b>1,281,113</b>	<b>1,281,113</b>	<b>2.2%</b>
<b>MAINTENANCE</b>								
Personnel Services	604,069	647,899	713,178	700,747	760,443	760,443	760,443	6.6%
Materials and Services	369,050	364,605	415,000	411,000	424,000	424,000	424,000	2.2%
<b>Total Maintenance</b>	<b>973,119</b>	<b>1,012,504</b>	<b>1,128,178</b>	<b>1,111,747</b>	<b>1,184,443</b>	<b>1,184,443</b>	<b>1,184,443</b>	<b>5.0%</b>
<b>NONDEPARTMENTAL</b>								
Special Payments	-	-	25,000	25,000	-	-	-	-100.0%
Debt Service	411,313	413,423	414,603	414,602	414,658	414,658	414,658	0.0%
Transfers Out	3,159,937	347,950	1,805,174	656,936	2,736,774	2,736,774	2,736,774	51.6%
Reserves	-	-	6,643,976	-	6,821,441	6,821,441	6,821,441	
Contingency	-	-	2,084,343	-	2,180,442	2,180,442	2,180,442	4.6%
<b>Total Nondepartmental</b>	<b>3,571,250</b>	<b>761,373</b>	<b>10,973,096</b>	<b>1,096,538</b>	<b>12,153,316</b>	<b>12,153,316</b>	<b>12,153,316</b>	<b>10.8%</b>
<b>TOTAL EXPENDITURES</b>	<b>6,701,472</b>	<b>4,375,353</b>	<b>14,752,433</b>	<b>4,761,147</b>	<b>16,270,024</b>	<b>16,270,024</b>	<b>16,270,024</b>	<b>10.3%</b>

### WATER SYSTEM DEVELOPMENT FUND SUMMARY - REVENUES

<b>FUND 47</b>	<b>ACTUAL 2015-16</b>	<b>ACTUAL 2016-17</b>	<b>ADOPTED 2017-18</b>	<b>PROJECTED 2017-18</b>	<b>PROPOSED 2018-19</b>	<b>APPROVED 2018-19</b>	<b>ADOPTED 2018-19</b>	<b>Adopted vs. Adopted</b>
Beg F/B-Net Working Capital	1,239,405	821,631	298,518	572,610	223,123	223,123	223,123	-25.3%
System Development Fees	393,504	683,590	500,000	489,173	320,000	320,000	320,000	-36.0%
Other	31,374	31,592	234,713	28,184	254,213	254,213	254,213	8.3%
<b>TOTAL REVENUES</b>	<b>1,664,283</b>	<b>1,536,813</b>	<b>1,033,231</b>	<b>1,089,966</b>	<b>797,336</b>	<b>797,336</b>	<b>797,336</b>	<b>-22.8%</b>

### WATER SYSTEM DEVELOPMENT FUND SUMMARY - EXPENDITURES

<b>FUND 47</b>	<b>ACTUAL 2015-16</b>	<b>ACTUAL 2016-17</b>	<b>ADOPTED 2017-18</b>	<b>PROJECTED 2017-18</b>	<b>PROPOSED 2018-19</b>	<b>APPROVED 2018-19</b>	<b>ADOPTED 2018-19</b>	<b>Adopted vs. Adopted</b>
Debt Service	840,210	844,843	845,831	845,831	797,336	797,336	797,336	-5.7%
Transfers Out	2,442	119,360	183,100	21,012	-	-	-	-100.0%
Contingency	-	-	4,300	-	-	-	-	-100.0%
<b>TOTAL EXPENDITURES</b>	<b>842,652</b>	<b>964,203</b>	<b>1,033,231</b>	<b>866,843</b>	<b>797,336</b>	<b>797,336</b>	<b>797,336</b>	<b>-22.8%</b>

## WATER PROGRAM cont'd

### WATER CAPITAL PROJECTS FUND SUMMARY - REVENUES

<b>FUND 04</b>	<b>ACTUAL 2015-16</b>	<b>ACTUAL 2016-17</b>	<b>ADOPTED 2017-18</b>	<b>PROJECTED 2017-18</b>	<b>PROPOSED 2018-19</b>	<b>APPROVED 2018-19</b>	<b>ADOPTED 2018-19</b>	<b>Adopted vs. Adopted</b>
Beg F/B-Net Working Capital	(89,751)	-	-	-	-	-	-	0.0%
Transfers In-Water	3,162,379	456,924	1,780,000	677,948	2,509,000	2,509,000	2,509,000	41.0%
Transfers In-Other	1,502,798	2,253,241	5,498,467	3,970,497	3,215,000	3,215,000	3,215,000	-41.5%
<b>TOTAL REVENUES</b>	<b>4,575,426</b>	<b>2,710,165</b>	<b>7,278,467</b>	<b>4,648,445</b>	<b>5,724,000</b>	<b>5,724,000</b>	<b>5,724,000</b>	<b>-21.4%</b>

### WATER CAPITAL PROJECTS FUND SUMMARY - EXPENDITURES

<b>FUND 04</b>	<b>ACTUAL 2015-16</b>	<b>ACTUAL 2016-17</b>	<b>ADOPTED 2017-18</b>	<b>PROJECTED 2017-18</b>	<b>PROPOSED 2018-19</b>	<b>APPROVED 2018-19</b>	<b>ADOPTED 2018-19</b>	<b>Adopted vs. Adopted</b>
Capital Projects-Water	3,162,379	456,924	1,780,000	677,948	2,509,000	2,509,000	2,509,000	41.0%
Capital Projects-Other	1,413,046	2,253,241	5,498,467	3,970,497	3,215,000	3,215,000	3,215,000	-41.5%
<b>TOTAL EXPENDITURES</b>	<b>4,575,426</b>	<b>2,710,165</b>	<b>7,278,467</b>	<b>4,648,445</b>	<b>5,724,000</b>	<b>5,724,000</b>	<b>5,724,000</b>	<b>-21.4%</b>

## FUND 07: Water Fund

	<u>16-17</u>	<u>17-18</u>	<u>18-19</u>
BUDGETED STAFF FTE:	13.90	14.00	14.00

### Description

The water fund is responsible for:

- Planning, design, inspection, and management of the capital improvement projects for the replacement and expansion of the potable and non-potable water distribution piping, pumping, treatment, wellfield, and storage systems.
- The design review and inspections for construction of public improvements associated with private development projects.
- Operating and maintaining the City's potable and non-potable water supply systems.
- Providing maintenance and service to 6 wells, 2 raw water transmission lines from the well field to the water treatment plant, the 8.5 mgd water treatment plant, 1 booster pump station, and the 3 City reservoirs that store a total of 12 million gallons of potable water.
- Operating and maintaining 590,000 feet of potable mainline piping, 15,000 feet of non-potable mainline piping, 11,000 feet of recycled water, 3,297 valves, 868 fire hydrants, and 6,970 water services and meters.
- Monitoring the City's water use and regulating water production to meet the demand of the City and to maintain reserves to meet fire flow storage for emergency needs.
- Maintaining the non-potable water supply systems which consist of Otis Spring and the wastewater recycled water system. The non-potable systems are an alternative source of irrigation for the Chehalem Glenn Golf course and will expand to other future users.
- Collecting monthly water meter readings for municipal services statements that are sent out by the City Finance Department.

### Significant Changes

- Upgrade and increase security at the City well field site.
- Additional maintenance to increase the non-potable water supply from Otis Springs.
- Upgrade to the OMS Cartegraph System.
- Increase in dues & meetings and travel & training budgets due to personnel changes; increase in staff certifications and additional training requirements.
- Bank fees are increasing due to new software that allows for easier credit card payment processing.
- Internal Charge-Franchise Fee rate is being proposed to go from 5% to 7%.

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>FUND 07</b>	<b>WATER FUND</b>								
	<b>REVENUES</b>								
07-0000-300000	Beg F/B-Net Working Capital	3,773,455	7,784,122	8,874,908	8,995,620	10,196,690	10,196,690	10,196,690	14.9%
07-0000-334000	Miscellaneous Grants	5,135	-	-	-	-	-	-	0.0%
07-0000-338000	Reimb Costs-Materials	2,194	1,536	1,000	12,093	1,000	1,000	1,000	0.0%
07-0000-338001	Reimb Costs-Labor	1,499	1,713	1,000	6,476	1,000	1,000	1,000	0.0%
07-0000-338002	Reimb Costs-Capital Project	33,039	32,447	25,000	11,886	10,000	10,000	10,000	-60.0%
07-0000-341006	Technology Fee	-	3,206	1,875	6,301	6,000	6,000	6,000	220.0%
07-0000-342004	Dev Review and Inspection Fee	27,169	31,272	30,000	50,889	50,000	50,000	50,000	66.7%
07-0000-348000	User Fees	5,259,877	5,123,020	5,617,839	5,480,276	5,666,152	5,666,152	5,666,152	0.9%
07-0000-349001	Connection Charges	89,929	99,293	50,000	121,952	96,000	96,000	96,000	92.0%
07-0000-350000	Utility Billing Penalties	51,752	47,828	50,000	46,542	50,000	50,000	50,000	0.0%
07-0000-355000	Other Fees: Hydrant Permits	16,696	36,741	7,500	30,846	20,000	20,000	20,000	166.7%
07-0000-360000	Miscellaneous Revenues	17,316	15,595	1,500	18,500	-	-	-	-100.0%
07-0000-361000	Interest Earned	51,815	85,921	50,000	133,366	135,000	135,000	135,000	170.0%
07-0000-362000	Energy Partner Program Revenue	2,139	451	2,000	3,109	1,200	1,200	1,200	-40.0%
07-0000-364000	Sale Of Assets	1,732	614	-	135	-	-	-	0.0%
07-0000-390001	Transfer In-General Fund	-	13,810	13,810	13,810	13,810	13,810	13,810	0.0%
07-0000-390002	Transfer In-Street Fund	-	4,858	-	-	-	-	-	0.0%
07-0000-390006	Transfer In-Wastewater Fund	-	30,258	-	-	-	-	-	0.0%
07-0000-390008	Transfer In-Building Inspection Fund	-	16,810	16,810	16,810	16,810	16,810	16,810	0.0%
07-0000-390014	Transfer In-EDRLF	-	3,000	3,000	3,000	3,000	3,000	3,000	0.0%
07-0000-390017	Transfer In-Stormwater Fund	-	4,858	-	-	-	-	-	0.0%
07-0000-390025	Transfer In-PERS Reserve	-	-	2,829	2,864	-	-	-	-100.0%
07-0000-390027	Transfer In-Water Reserve	5,151,846	-	-	-	-	-	-	0.0%
07-0000-390031	Transfer In-Admin Support Services	-	3,362	3,362	3,362	3,362	3,362	3,362	0.0%
07-0000-390042	Transfer In-Street SDC	-	7,565	-	-	-	-	-	0.0%
07-0000-390043	Transfer In-Stormwater SDC	-	7,565	-	-	-	-	-	0.0%
07-0000-390046	Transfer In-Wastewater SDC	-	7,565	-	-	-	-	-	0.0%
07-0000-390047	Transfer In-Water SDC	-	7,565	-	-	-	-	-	0.0%
<b>FUND 07</b>	<b>TOTAL REVENUES</b>	<b>14,485,593</b>	<b>13,370,973</b>	<b>14,752,433</b>	<b>14,957,837</b>	<b>16,270,024</b>	<b>16,270,024</b>	<b>16,270,024</b>	<b>10.3%</b>

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>PUBLIC WORKS 51XX</b>									
<b>5113</b>	<b>WATER ENGINEERING</b>								
07-5113-410000	Administrative Salaries	46,290	49,054	52,048	53,415	57,419	57,419	57,419	10.3%
07-5113-420000	Clerical Salaries	5,418	23,907	31,645	27,350	32,923	32,923	32,923	4.0%
07-5113-432000	Engineer Salaries	106,808	98,512	104,237	98,443	108,841	108,841	108,841	4.4%
07-5113-435000	Overtime	-	1,225	-	952	-	-	-	0.0%
07-5113-438000	Longevity	180	480	480	480	193	193	193	-59.8%
07-5113-440000	Misc Fringe Benefits	872	838	883	899	883	883	883	0.0%
07-5113-441000	FICA/Medicare	11,791	12,956	14,481	13,729	15,320	15,320	15,320	5.8%
07-5113-442000	Workers Compensation	2,429	2,191	3,134	2,325	2,733	2,733	2,733	-12.8%
07-5113-443000	Unemployment/Transit Tax	476	348	191	186	406	406	406	112.6%
07-5113-444000	Retirement-PERS	12,182	12,931	21,127	19,314	24,937	24,937	24,937	18.0%
07-5113-444001	Retirement-Principal	22,149	29,712	29,438	24,745	22,888	22,888	22,888	-22.3%
07-5113-444002	Retirement-Pension Bond	1,554	2,807	4,336	4,448	5,733	5,733	5,733	32.2%
07-5113-445000	Health/Life/LTD	35,264	31,924	41,410	30,139	43,478	43,478	43,478	5.0%
<b>Total Personnel Services</b>		<b>245,413</b>	<b>266,886</b>	<b>303,410</b>	<b>276,424</b>	<b>315,753</b>	<b>315,753</b>	<b>315,753</b>	<b>4.1%</b>
07-5113-510000	Office Supplies	1,075	1,003	1,500	1,497	2,200	2,200	2,200	46.7%
07-5113-511000	Postage	-	12	50	50	50	50	50	0.0%
07-5113-515000	Printing & Advertising	143	69	100	100	100	100	100	0.0%
07-5113-520000	Dues & Meetings	1,535	1,861	900	866	1,020	1,020	1,020	13.3%
07-5113-520003	Recruitment Expense	97	329	200	42	-	-	-	-100.0%
07-5113-520008	Recognition	-	-	125	123	125	125	125	0.0%
07-5113-523000	Supplies & Equipment	389	564	1,350	1,322	1,320	1,320	1,320	-2.2%
07-5113-523010	Conservation Public Outreach Program	2,434	4,944	5,000	4,768	5,000	5,000	5,000	0.0%
07-5113-525000	Travel & Training	2,795	1,561	4,900	4,657	6,050	6,050	6,050	23.5%
07-5113-526000	Employee Testing	-	32	-	19	-	-	-	0.0%
07-5113-532000	Bank Fees	123	445	200	2,196	3,000	3,000	3,000	1400.0%
07-5113-533000	Contractual Services	45,469	20,662	23,500	23,500	15,000	15,000	15,000	-36.2%
07-5113-533045	Maintenance Agreements	8,122	8,295	11,560	11,560	11,725	11,725	11,725	1.4%
07-5113-540000	Utilities	-	-	-	162	194	194	194	100.0%
07-5113-551000	Books & Publications	78	-	200	150	200	200	200	0.0%
07-5113-562000	Fuel	449	734	650	544	725	725	725	11.5%
07-5113-563000	Vehicle Maintenance	223	665	625	375	650	650	650	4.0%
07-5113-576000	Recording Fees	155	239	100	100	100	100	100	0.0%
07-5113-580000	Professional Services	-	1,200	-	254	-	-	-	0.0%
07-5113-590000	Internal Chrg-Admin Support Services	567,110	740,068	703,023	675,652	828,521	828,521	828,521	17.9%
07-5113-590004	Internal Chrg-Facilities (COP)	54,658	54,977	55,888	55,888	54,562	54,562	54,562	-2.4%
07-5113-590006	Internal Chrg-Network Upgrade	-	-	-	-	3,227	3,227	3,227	100.0%
07-5113-590015	Internal Chrg-Franchise Fee	262,994	256,151	280,892	274,014	396,631	396,631	396,631	41.2%
<b>Total Materials and Services</b>		<b>947,849</b>	<b>1,093,812</b>	<b>1,090,763</b>	<b>1,057,836</b>	<b>1,330,400</b>	<b>1,330,400</b>	<b>1,330,400</b>	<b>22.0%</b>
07-5113-610000	Capital Outlay	25,400	193,300	2,900	38,788	5,000	5,000	5,000	72.4%
<b>Total Capital Outlay</b>		<b>25,400</b>	<b>193,300</b>	<b>2,900</b>	<b>38,788</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>72.4%</b>
<b>5113</b>	<b>TOTAL WATER ENGINEERING</b>	<b>1,218,661</b>	<b>1,553,997</b>	<b>1,397,073</b>	<b>1,373,048</b>	<b>1,651,153</b>	<b>1,651,153</b>	<b>1,651,153</b>	<b>18.2%</b>

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>5141</b>	<b>WATER OPERATIONS</b>								
07-5141-410000	Administrative Salaries	69,204	74,266	79,586	79,526	85,286	85,286	85,286	7.2%
07-5141-420000	Clerical Salaries	25,725	25,911	21,187	21,281	21,811	21,811	21,811	2.9%
07-5141-431000	Salaries & Wages	170,007	193,008	191,383	189,400	198,965	198,965	198,965	4.0%
07-5141-433000	Summer Help	6,629	3,744	6,823	7,195	7,134	7,134	7,134	4.6%
07-5141-435000	Overtime	2,379	1,963	2,200	2,993	3,000	3,000	3,000	36.4%
07-5141-436000	On Call Pay	2,850	3,077	4,850	4,850	4,850	4,850	4,850	0.0%
07-5141-438000	Longevity	1,520	2,120	1,200	2,160	2,640	2,640	2,640	120.0%
07-5141-440000	Misc Fringe Benefits	1,920	1,920	1,920	1,920	1,920	1,920	1,920	0.0%
07-5141-441000	FICA/Medicare	21,202	22,433	23,649	23,217	24,909	24,909	24,909	5.3%
07-5141-442000	Workers Compensation	10,331	12,343	16,682	13,351	14,538	14,538	14,538	-12.9%
07-5141-443000	Unemployment/Transit Tax	852	616	313	312	656	656	656	109.6%
07-5141-444001	Retirement-Principal	68,893	92,073	108,344	106,927	122,428	122,428	122,428	13.0%
07-5141-445000	Health/Life/LTD	80,653	90,022	92,119	84,888	93,275	93,275	93,275	1.3%
<b>Total Personnel Services</b>		<b>462,165</b>	<b>523,497</b>	<b>550,256</b>	<b>538,022</b>	<b>581,413</b>	<b>581,413</b>	<b>581,413</b>	<b>5.7%</b>
07-5141-510000	Office Supplies	717	250	900	716	900	900	900	0.0%
07-5141-511000	Postage	2,759	2,769	3,700	3,130	3,700	3,700	3,700	0.0%
07-5141-512000	Uniforms	1,673	2,341	1,700	1,655	1,950	1,950	1,950	14.7%
07-5141-515000	Printing & Advertising	6,834	4,785	10,000	7,901	10,000	10,000	10,000	0.0%
07-5141-520000	Dues & Meetings	1,387	1,104	2,500	2,392	2,500	2,500	2,500	0.0%
07-5141-520003	Recruitment Expense	749	90	-	-	-	-	-	0.0%
07-5141-523000	Supplies & Equipment	8,109	8,056	6,500	6,172	6,500	6,500	6,500	0.0%
07-5141-523010	Conservation Public Outreach Program	-	-	5,000	3,500	5,000	5,000	5,000	0.0%
07-5141-523100	Small Tools	-	3,432	3,500	3,317	3,500	3,500	3,500	0.0%
07-5141-524000	Safety Program	78	-	1,500	1,431	1,500	1,500	1,500	0.0%
07-5141-525000	Travel & Training	2,973	5,402	6,000	5,735	6,000	6,000	6,000	0.0%
07-5141-526000	Employee Testing	670	410	600	1,048	600	600	600	0.0%
07-5141-533000	Contractual Services	12,006	32,467	40,000	37,765	40,000	40,000	40,000	0.0%
07-5141-533045	Maintenance Agreements	6,856	10,062	28,600	28,600	28,600	28,600	28,600	0.0%
07-5141-537000	Operating Supplies	71,295	83,260	87,500	90,278	88,000	88,000	88,000	0.6%
07-5141-540000	Utilities	212,959	209,852	246,980	246,980	247,000	247,000	247,000	0.0%
07-5141-545000	Lab Supplies	4,049	1,309	2,250	2,182	2,250	2,250	2,250	0.0%
07-5141-546000	Permits & Fees	5,072	2,312	4,800	2,677	4,800	4,800	4,800	0.0%
07-5141-547000	Analytical Lab Testing	17,407	13,498	17,500	14,444	17,500	17,500	17,500	0.0%
07-5141-551000	Books & Publications	109	-	400	200	400	400	400	0.0%
07-5141-560000	Property Taxes	8,355	1,914	2,000	1,964	2,000	2,000	2,000	0.0%
07-5141-562000	Fuel	2,476	1,772	3,000	1,681	3,000	3,000	3,000	0.0%
07-5141-563000	Vehicle Maintenance	766	424	3,000	2,300	3,000	3,000	3,000	0.0%
07-5141-566000	Equip Repair & Maintenance	57,753	61,297	69,500	51,739	69,500	69,500	69,500	0.0%
07-5141-568000	Springs Riparian System Maintenance	36,975	2,994	-	-	-	-	-	0.0%
07-5141-569000	Well Maintenance	2,120	15,884	40,000	24,247	40,000	40,000	40,000	0.0%
07-5141-571000	Building & Grounds Maintenance	1,873	2,905	5,000	4,921	10,000	10,000	10,000	100.0%
07-5141-580000	Professional Services	3,977	-	-	-	-	-	-	0.0%
07-5141-590001	Internal Chrg-Veh/Equip	-	5,000	41,400	41,400	26,500	26,500	26,500	-36.0%
07-5141-590002	Internal Chrg-Computers	-	-	-	-	5,000	5,000	5,000	100.0%
<b>Total Materials and Services</b>		<b>469,997</b>	<b>473,591</b>	<b>633,830</b>	<b>588,377</b>	<b>629,700</b>	<b>629,700</b>	<b>629,700</b>	<b>-0.7%</b>
07-5141-610000	Capital Outlay	6,278	50,391	70,000	53,415	70,000	70,000	70,000	0.0%
<b>Total Capital Outlay</b>		<b>6,278</b>	<b>50,391</b>	<b>70,000</b>	<b>53,415</b>	<b>70,000</b>	<b>70,000</b>	<b>70,000</b>	<b>0.0%</b>
<b>5141</b>	<b>TOTAL WATER OPERATIONS</b>	<b>938,441</b>	<b>1,047,478</b>	<b>1,254,086</b>	<b>1,179,814</b>	<b>1,281,113</b>	<b>1,281,113</b>	<b>1,281,113</b>	<b>2.2%</b>



ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>5142</b>	<b>WATER MAINTENANCE</b>								
07-5142-410000	Administrative Salaries	87,471	93,756	97,235	100,405	107,484	107,484	107,484	10.5%
07-5142-420000	Clerical Salaries	9,556	10,118	10,647	10,625	11,231	11,231	11,231	5.5%
07-5142-431000	Salaries & Wages	254,681	263,362	268,169	266,706	278,867	278,867	278,867	4.0%
07-5142-433000	Summer Help	12,902	-	-	-	-	-	-	0.0%
07-5142-435000	Overtime	2,213	2,984	2,200	2,196	2,500	2,500	2,500	13.6%
07-5142-436000	On Call Pay	3,644	3,113	5,000	5,000	5,000	5,000	5,000	0.0%
07-5142-438000	Longevity	3,920	3,620	4,140	5,700	8,040	8,040	8,040	94.2%
07-5142-440000	Misc Fringe Benefits	1,589	1,445	1,280	1,281	1,280	1,280	1,280	0.0%
07-5142-441000	FICA/Medicare	27,772	27,880	29,737	29,378	31,702	31,702	31,702	6.6%
07-5142-442000	Workers Compensation	18,898	19,311	24,792	20,397	22,063	22,063	22,063	-11.0%
07-5142-443000	Unemployment/Transit Tax	1,125	758	394	396	834	834	834	111.7%
07-5142-444000	Retirement-PERS	-	-	-	375	1,150	1,150	1,150	100.0%
07-5142-444001	Retirement-Principal	91,827	114,536	138,982	137,669	154,869	154,869	154,869	11.4%
07-5142-444002	Retirement-Pension Bond	-	-	-	164	496	496	496	100.0%
07-5142-445000	Health/Life/LTD	88,471	107,016	130,602	120,454	134,927	134,927	134,927	3.3%
Total Personnel Services		604,069	647,899	713,178	700,747	760,443	760,443	760,443	6.6%
07-5142-512000	Uniforms	2,938	3,427	3,000	3,000	3,500	3,500	3,500	16.7%
07-5142-520000	Dues & Meetings	1,218	763	3,500	3,500	3,500	3,500	3,500	0.0%
07-5142-520003	Recruitment Expense	-	20	500	500	500	500	500	0.0%
07-5142-523000	Supplies & Equipment	8,688	9,070	10,000	8,000	10,000	10,000	10,000	0.0%
07-5142-523009	Water Meters	34,211	47,418	50,000	50,000	50,000	50,000	50,000	0.0%
07-5142-523011	Water Meter Installations	-	19,500	20,000	20,000	20,000	20,000	20,000	0.0%
07-5142-523100	Small Tools	-	8,486	7,000	8,000	8,000	8,000	8,000	14.3%
07-5142-525000	Travel & Training	3,630	4,648	7,000	6,000	10,000	10,000	10,000	42.9%
07-5142-526000	Employee Testing	855	1,852	1,000	1,000	1,000	1,000	1,000	0.0%
07-5142-533000	Contractual Services	25,846	26,629	35,000	40,000	35,000	35,000	35,000	0.0%
07-5142-533045	Maintenance Agreements	5,159	5,367	5,000	5,000	7,000	7,000	7,000	40.0%
07-5142-538519	Water Line Replacement	55,858	3,770	30,000	20,000	30,000	30,000	30,000	0.0%
07-5142-540000	Utilities	2,768	3,241	3,500	2,500	3,500	3,500	3,500	0.0%
07-5142-562000	Fuel	5,121	5,801	10,000	8,000	10,000	10,000	10,000	0.0%
07-5142-563000	Vehicle Maintenance	7,946	4,870	11,000	11,000	11,000	11,000	11,000	0.0%
07-5142-566000	Equip Repair & Maintenance	2,161	4,290	5,000	3,000	5,000	5,000	5,000	0.0%
07-5142-567000	Pipe & Materials	36,316	12,196	32,500	45,000	35,000	35,000	35,000	7.7%
07-5142-568000	Otis Springs System Maintenance	3,336	258	3,000	2,000	3,000	3,000	3,000	0.0%
07-5142-569000	Wellfield Maintenance	-	-	5,000	1,500	5,000	5,000	5,000	0.0%
07-5142-590001	Internal Chrg-Veh/Equip	173,000	173,000	173,000	173,000	173,000	173,000	173,000	0.0%
07-5142-590002	Internal Chrg-Computers	-	30,000	-	-	-	-	-	0.0%
Total Materials and Services		369,050	364,605	415,000	411,000	424,000	424,000	424,000	2.2%
<b>5142</b>	<b>TOTAL WATER MAINTENANCE</b>	<b>973,119</b>	<b>1,012,504</b>	<b>1,128,178</b>	<b>1,111,747</b>	<b>1,184,443</b>	<b>1,184,443</b>	<b>1,184,443</b>	<b>5.0%</b>
<b>TOTAL PUBLIC WORKS (WATER)</b>		<b>3,130,221</b>	<b>3,613,980</b>	<b>3,779,337</b>	<b>3,664,609</b>	<b>4,116,709</b>	<b>4,116,709</b>	<b>4,116,709</b>	<b>8.9%</b>

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>NONDEPARTMENTAL 91XX</b>									
<b>9130</b>	<b>SPECIAL PAYMENTS</b>								
07-9130-601000	Water Fund Loans	-	-	25,000	25,000	-	-	-	-100.0%
<b>9130</b>	<b>TOTAL SPECIAL PAYMENTS</b>	<b>-</b>	<b>-</b>	<b>25,000</b>	<b>25,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-100.0%</b>
<b>9150</b>	<b>DEBT SERVICE - PRINCIPAL</b>								
07-9150-615000	2015 Refunding Bond	329,427	332,559	342,172	342,172	350,891	350,891	350,891	2.5%
	Total Debt Service - Principal	329,427	332,559	342,172	342,172	350,891	350,891	350,891	2.5%
07-9160-615000	2015 Refunding Bond	81,886	80,864	72,431	72,431	63,767	63,767	63,767	-12.0%
	Total Debt Service - Interest	81,886	80,864	72,431	72,431	63,767	63,767	63,767	-12.0%
<b>9150/9160</b>	<b>TOTAL DEBT SERVICE</b>	<b>411,313</b>	<b>413,423</b>	<b>414,603</b>	<b>414,602</b>	<b>414,658</b>	<b>414,658</b>	<b>414,658</b>	<b>0.0%</b>
<b>9170</b>	<b>TRANSFERS</b>								
07-9170-904000	Transfer Out-Capital Projects	3,159,937	345,129	1,596,900	656,936	2,509,000	2,509,000	2,509,000	57.1%
07-9170-925000	Transfer Out-PERS Reserve Fund	-	2,821	-	-	-	-	-	0.0%
07-9170-947000	Transfer Out-Water SDC	-	-	208,274	-	227,774	227,774	227,774	9.4%
<b>9170</b>	<b>TOTAL TRANSFERS</b>	<b>3,159,937</b>	<b>347,950</b>	<b>1,805,174</b>	<b>656,936</b>	<b>2,736,774</b>	<b>2,736,774</b>	<b>2,736,774</b>	<b>51.6%</b>
<b>9180</b>	<b>RESERVES</b>								
07-9180-800000	Contingency	-	-	2,084,343	-	2,180,442	2,180,442	2,180,442	4.6%
07-9180-827000	Reserve-Water CIP's	-	-	6,643,976	-	6,821,441	6,821,441	6,821,441	2.7%
<b>9180</b>	<b>TOTAL RESERVES</b>	<b>-</b>	<b>-</b>	<b>8,728,319</b>	<b>-</b>	<b>9,001,884</b>	<b>9,001,884</b>	<b>9,001,884</b>	<b>3.1%</b>
	<b>TOTAL NONDEPARTMENTAL</b>	<b>3,571,250</b>	<b>761,373</b>	<b>10,973,096</b>	<b>1,096,538</b>	<b>12,153,316</b>	<b>12,153,316</b>	<b>12,153,316</b>	<b>10.8%</b>
<b>FUND 07</b>	<b>TOTAL WATER FUND</b>	<b>6,701,472</b>	<b>4,375,353</b>	<b>14,752,433</b>	<b>4,761,147</b>	<b>16,270,024</b>	<b>16,270,024</b>	<b>16,270,024</b>	<b>10.3%</b>
	ENDING FUND BALANCE	7,784,122	8,995,620	-	10,196,690	-	-	-	0.0%

## FUND 47: Water System Development Charges

	<u>16-17</u>	<u>17-18</u>	<u>18-19</u>
BUDGETED STAFF FTE:	0.00	0.00	0.00

### Description

Water System Development Charges (SDCs) are paid by developers on building permits. They are used to provide additional capacity to the City's infrastructure and can only be spent on capital projects listed in the Water Master Plan.

### Significant Changes

Revenue decreases result from anticipated decreased activity in commercial development.

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>FUND 47</b>	<b>WATER SYSTEM DEVELOPMENT FUND</b>								
	<b>REVENUES</b>								
47-0000-300000	Beg F/B-Net Working Capital	1,239,405	821,631	298,518	572,610	223,123	223,123	223,123	-25.3%
47-0000-349002	System Development Fees	393,504	683,590	500,000	489,173	320,000	320,000	320,000	-36.0%
47-0000-361000	Interest Earned	5,260	6,599	2,500	4,240	2,500	2,500	2,500	0.0%
47-0000-361001	Interest-Receiveables	2,200	1,570	600	1,100	1,100	1,100	1,100	83.3%
47-0000-363000	Assessment Installments	1,975	1,484	1,400	905	900	900	900	-35.7%
47-0000-390001	Transfer In-General Fund	21,939	21,939	21,939	21,939	21,939	21,939	21,939	0.0%
47-0000-390007	Transfer In-Water Fund	-	-	208,274	-	227,774	227,774	227,774	9.4%
<b>FUND 47</b>	<b>TOTAL REVENUES</b>	<b>1,664,283</b>	<b>1,536,813</b>	<b>1,033,231</b>	<b>1,089,966</b>	<b>797,336</b>	<b>797,336</b>	<b>797,336</b>	<b>-22.8%</b>
<b>9150</b>	<b>DEBT SERVICE - PRINCIPAL</b>								
47-9150-608000	Loan: Effluent Reuse	93,226	97,996	101,423	101,423	108,670	108,670	108,670	7.1%
47-9150-615000	2015 Refunding Bond	508,397	510,904	525,339	525,339	506,014	506,014	506,014	-3.7%
	Total Debt Service - Principal	601,623	608,901	626,762	626,762	614,684	614,684	614,684	-1.9%
<b>9160</b>	<b>DEBT SERVICE - INTEREST</b>								
47-9160-608000	Loan: Effluent Reuse	81,007	77,278	73,358	73,358	49,833	49,833	49,833	-32.1%
47-9160-615000	2015 Refunding Bond	157,580	158,664	145,711	145,711	132,819	132,819	132,819	-8.8%
	Total Debt Service - Interest	238,587	235,942	219,069	219,069	182,652	182,652	182,652	-16.6%
<b>9150/9160</b>	<b>TOTAL DEBT SERVICE</b>	<b>840,210</b>	<b>844,843</b>	<b>845,831</b>	<b>845,831</b>	<b>797,336</b>	<b>797,336</b>	<b>797,336</b>	<b>-5.7%</b>
<b>9170</b>	<b>TRANSFERS</b>								
47-9170-904000	Transfer Out-Capital Projects	2,442	111,795	183,100	21,012	-	-	-	-100.0%
47-9170-907000	Transfer Out-Water Fund	-	7,565	-	-	-	-	-	0.0%
<b>9170</b>	<b>TOTAL TRANSFERS</b>	<b>2,442</b>	<b>119,360</b>	<b>183,100</b>	<b>21,012</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-100.0%</b>
<b>9180</b>	<b>RESERVES</b>								
47-9180-800000	Contingency	-	-	4,300	-	-	-	-	-100.0%
<b>9180</b>	<b>TOTAL RESERVES</b>	<b>-</b>	<b>-</b>	<b>4,300</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-100.0%</b>
<b>FUND 47</b>	<b>TOTAL WATER SDC FUND</b>	<b>842,652</b>	<b>964,203</b>	<b>1,033,231</b>	<b>866,843</b>	<b>797,336</b>	<b>797,336</b>	<b>797,336</b>	<b>-22.8%</b>
	ENDING FUND BALANCE	821,631	572,610	-	223,123	-	-	-	0.0%

## FUND 04: Proprietary Capital Projects - Water

	<u>16-17</u>	<u>17-18</u>	<u>18-19</u>
BUDGETED STAFF FTE:	0.00	0.00	0.00

### Description

The Engineering Services Department manages the planning, design, and construction of the water fund capital improvement projects. The projects proposed for the FY 18/19 budget are as follows:

- **Public Works Maintenance (PWM) Facility Improvements:** An increase of \$80,000 will be split and seen in each fund 4 section (Street, Wastewater, and Water) and in fund 18, for the installation of fuel tanks located at 500 W. Fifth Street as a continued improvement of the PWM facility.
- **Seismic Resiliency Project:** This project will evaluate the seismic resiliency of the entire water system, evaluate the seismic hazards of the existing water treatment plant. This will help the city's water system become more resilient in the case of a major seismic event.
- **Chehalem Drive Water Extension Project:** This project would extend the public waterline from the existing terminus on the east side of Chehalem Creek at Hwy 240 to NE Chehalem Drive. There have been several development inquiries in the area and the water line extension would allow for orderly future development. This project would be constructed in conjunction with the wastewater extension project.
- **W. Illinois Fire Flow Project:** The water modeling revealed that this area has a fire flow and pressure deficiency under existing conditions and future growth. The installation of an 8' waterline will address this deficiency. This project will be constructed in conjunction with the Chehalem Drive Extension Project.
- **E. North and Sherman Streets W. of Villa Rd surrounding George Fox University Roberts Center and residence halls - Fire Flow Project:** The 2017 Water Master Plan modeling revealed that area has a fire flow and pressure deficiency under existing conditions. The city will need to upsize to a new 8 – inch looped mainline pipe.
- **Decommission Wells #1 & 2:** Wells #1 & #2 have reached the end of life and are not being utilized. This project would properly decommission the wells per state standards.
- **Redundant Water Supply:** The City's current water supply is the well field on the south side of the Willamette River. To address supply vulnerability and long-term water resiliency, per the water system master plan the City should pursue another source north of the River. This project would include water rights, exploration, property acquisition and potentially the construction of a secondary treatment plant.
- **Water Rights Review and Reconfiguration Project:** This project is intended to take a comprehensive view of our existing water rights, make sure they are correctly proportioned and reconfigure if necessary. The water right work will be used in our update of our Water Conservation Plan.
- **Valves on College Street:** The City has an existing 18" water transmission line on the east side of N College Street. This line currently has three isolation valves located at Vermillion Street, Greenvally Drive and North Valley Road intersections. The project will provide additional isolation valves at other intersections or about every 500 feet. The additional valves will be able to isolate the transmission line for maintenance or emergency response.
- **Water Conservation Plan:** The City's Water Management and Conservation Plan (WMCP) is due for its 10-year update as required by the Oregon Water Resources Department (OWRD). The WMCP satisfies the requirements of the Oregon Administrative Rules (OAR) Chapter 690, Division 86. The plan provides a description of the water supplier, water conservation measures, curtailment planning during supply shortages, and the overall water supply availability within the City.
- **College Street Waterline Relocation:** The Oregon Department of Transportation will be extending sidewalks and bike lanes further north on the west side of College street. As a part of this project the City's existing water line will need to be lowered as it is too shallow. This work will be coordinated with the waterline valve insertion project.

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>FUND 04</b>	<b>PROPRIETARY CAPITAL PROJECTS</b>								
	<b>REVENUES</b>								
04-0000-300000	Beg F/B-Net Working Capital	(89,751)	-	-	-	-	-	-	0.0%
04-0000-390007	Transfer In-Water Fund	3,159,937	345,129	1,596,900	656,936	2,509,000	2,509,000	2,509,000	57.1%
04-0000-390047	Transfer In-Water SDC	2,442	111,795	183,100	21,012	-	-	-	-100.0%
<b>5150</b>	<b>CAPITAL PROJECTS</b>								
	<b>WATER PROJECTS</b>								
04-5150-707475	520 W 3rd Property Purchase	12,211	-	-	-	-	-	-	0.0%
04-5150-707477	PW Maint Facility Improvements	-	19,883	50,000	50,000	20,000	20,000	20,000	-60.0%
04-5150-707478	WTP Seismic Resiliency	-	-	200,000	-	200,000	200,000	200,000	0.0%
04-5150-707479	Chehalem Extension	-	-	250,000	10,000	740,000	740,000	740,000	196.0%
04-5150-707480	GIS Integration of WTP	-	-	20,000	20,000	-	-	-	-100.0%
04-5150-707481	Fire Flow - W Illinois	-	-	165,000	10,000	155,000	155,000	155,000	-6.1%
04-5150-707482	Fire Flow - George Fox	-	-	-	-	346,000	346,000	346,000	100.0%
04-5150-707483	Decommission Wells 1 & 2	-	-	-	-	200,000	200,000	200,000	100.0%
04-5150-707484	Redundant Water Supply	-	-	-	-	163,000	163,000	163,000	100.0%
04-5150-707502	Water Rights Review	-	-	25,000	10,000	15,000	15,000	15,000	-40.0%
04-5150-707528	Valves on College St	-	-	-	-	200,000	200,000	200,000	100.0%
04-5150-707555	Spring Improvements	20,596	1,158	-	-	-	-	-	0.0%
04-5150-707557	Water Conservation Plan	-	-	-	-	100,000	100,000	100,000	100.0%
04-5150-707572	Water Master Plan Update	170,485	121,231	-	6,447	-	-	-	0.0%
04-5150-707587	Reservoir Improvements	1,808,792	278,990	-	-	-	-	-	0.0%
04-5150-707608	Well 8 Generator	-	-	100,000	100,000	-	-	-	-100.0%
04-5150-707609	Well 9 Design & Construction	612,296	-	-	-	-	-	-	0.0%
04-5150-707611	South Springbrook (Bypass)	538,000	28,312	-	-	-	-	-	0.0%
04-5150-707612	College St Relocation (Illinois-Aldercrest)	-	7,350	-	-	-	-	-	0.0%
04-5150-707613	College St Relocation (Aldercrest-Foothills)	-	-	470,000	100,000	370,000	370,000	370,000	-21.3%
04-5150-707615	WTP Hypochlorite Generator	-	-	500,000	371,501	-	-	-	-100.0%
Total Water Projects		3,162,379	456,924	1,780,000	677,948	2,509,000	2,509,000	2,509,000	41.0%

## STORMWATER PROGRAM

### STORMWATER FUND SUMMARY - REVENUES

<b>FUND 17</b>	<b>ACTUAL 2015-16</b>	<b>ACTUAL 2016-17</b>	<b>ADOPTED 2017-18</b>	<b>PROJECTED 2017-18</b>	<b>PROPOSED 2018-19</b>	<b>APPROVED 2018-19</b>	<b>ADOPTED 2018-19</b>	<b>Adopted vs. Adopted</b>
Beg F/B-Net Working Capital	731,487	1,169,140	898,152	1,028,956	423,117	423,117	423,117	-52.9%
User Fees	1,218,424	1,322,591	1,422,720	1,422,720	1,585,691	1,585,691	1,585,691	11.5%
Other	766,850	153,411	66,204	102,073	79,000	79,000	79,000	19.3%
<b>TOTAL REVENUES</b>	<b>2,716,761</b>	<b>2,645,142</b>	<b>2,387,076</b>	<b>2,553,749</b>	<b>2,087,808</b>	<b>2,087,808</b>	<b>2,087,808</b>	<b>-12.5%</b>

### STORMWATER FUND SUMMARY - EXPENDITURES

<b>FUND 17</b>	<b>ACTUAL 2015-16</b>	<b>ACTUAL 2016-17</b>	<b>ADOPTED 2017-18</b>	<b>PROJECTED 2017-18</b>	<b>PROPOSED 2018-19</b>	<b>APPROVED 2018-19</b>	<b>ADOPTED 2018-19</b>	<b>Adopted vs. Adopted</b>
<b>ENGINEERING</b>								
Personnel Services	263,272	288,361	325,633	293,360	334,212	334,212	334,212	2.6%
Materials and Services	277,934	300,663	374,978	359,498	449,574	449,574	449,574	19.9%
Capital Outlay	25,400	-	2,900	2,900	5,000	5,000	5,000	72.4%
<b>Total Engineering</b>	<b>566,606</b>	<b>589,024</b>	<b>703,511</b>	<b>655,758</b>	<b>788,786</b>	<b>788,786</b>	<b>788,786</b>	<b>12.1%</b>
<b>MAINTENANCE</b>								
Personnel Services	372,114	382,936	432,242	418,400	459,599	459,599	459,599	6.3%
Materials and Services	112,449	146,666	143,500	140,502	176,500	176,500	176,500	23.0%
<b>Total Maintenance</b>	<b>484,563</b>	<b>529,601</b>	<b>575,742</b>	<b>558,902</b>	<b>636,099</b>	<b>636,099</b>	<b>636,099</b>	<b>10.5%</b>
<b>NONDEPARTMENTAL</b>								
Transfers Out	496,452	497,561	934,412	915,972	111,000	111,000	111,000	-88.1%
Contingency	-	-	173,411	-	551,923	551,923	551,923	218.3%
<b>Total Nondepartmental</b>	<b>496,452</b>	<b>497,561</b>	<b>1,107,823</b>	<b>915,972</b>	<b>662,923</b>	<b>662,923</b>	<b>662,923</b>	<b>-40.2%</b>
<b>TOTAL EXPENDITURES</b>	<b>1,547,621</b>	<b>1,616,187</b>	<b>2,387,076</b>	<b>2,130,632</b>	<b>2,087,808</b>	<b>2,087,808</b>	<b>2,087,808</b>	<b>-12.5%</b>

### STORMWATER SYSTEM DEVELOPMENT FUND SUMMARY - REVENUES

<b>FUND 43</b>	<b>ACTUAL 2015-16</b>	<b>ACTUAL 2016-17</b>	<b>ADOPTED 2017-18</b>	<b>PROJECTED 2017-18</b>	<b>PROPOSED 2018-19</b>	<b>APPROVED 2018-19</b>	<b>ADOPTED 2018-19</b>	<b>Adopted vs. Adopted</b>
Beg F/B-Net Working Capital	131,416	167,567	94,806	106,284	107,416	107,416	107,416	13.3%
System Development Fees	36,488	43,479	70,000	54,945	41,000	41,000	41,000	-41.4%
Other	2,788	8,030	1,200	1,500	1,500	1,500	1,500	25.0%
<b>TOTAL REVENUES</b>	<b>170,692</b>	<b>219,076</b>	<b>166,006</b>	<b>162,729</b>	<b>149,916</b>	<b>149,916</b>	<b>149,916</b>	<b>-9.7%</b>

### STORMWATER SYSTEM DEVELOPMENT FUND SUMMARY - EXPENDITURES

<b>FUND 43</b>	<b>ACTUAL 2015-16</b>	<b>ACTUAL 2016-17</b>	<b>ADOPTED 2017-18</b>	<b>PROJECTED 2017-18</b>	<b>PROPOSED 2018-19</b>	<b>APPROVED 2018-19</b>	<b>ADOPTED 2018-19</b>	<b>Adopted vs. Adopted</b>
Transfers Out	3,125	112,792	55,000	55,313	9,000	9,000	9,000	-83.6%
Contingency	-	-	111,006	-	140,916	140,916	140,916	26.9%
<b>TOTAL EXPENDITURES</b>	<b>3,125</b>	<b>112,792</b>	<b>166,006</b>	<b>55,313</b>	<b>149,916</b>	<b>149,916</b>	<b>149,916</b>	<b>-9.7%</b>

## STORMWATER PROGRAM cont'd

### STORMWATER CAPITAL PROJECTS FUND SUMMARY - REVENUES

<b>FUND 04</b>	<b>ACTUAL 2015-16</b>	<b>ACTUAL 2016-17</b>	<b>ADOPTED 2017-18</b>	<b>PROJECTED 2017-18</b>	<b>PROPOSED 2018-19</b>	<b>APPROVED 2018-19</b>	<b>ADOPTED 2018-19</b>	<b>Adopted vs. Adopted</b>
Beg F/B-Net Working Capital	(89,751)	-	-	-	-	-	-	0.0%
Transfers In-Stormwater	499,577	595,109	989,412	971,285	120,000	120,000	120,000	-87.9%
Transfers In-Other	4,165,600	2,115,056	6,289,055	3,677,160	5,604,000	5,604,000	5,604,000	-10.9%
<b>TOTAL REVENUES</b>	<b>4,575,426</b>	<b>2,710,165</b>	<b>7,278,467</b>	<b>4,648,445</b>	<b>5,724,000</b>	<b>5,724,000</b>	<b>5,724,000</b>	<b>-21.4%</b>

### STORMWATER CAPITAL PROJECTS FUND SUMMARY - EXPENDITURES

<b>FUND 04</b>	<b>ACTUAL 2015-16</b>	<b>ACTUAL 2016-17</b>	<b>ADOPTED 2017-18</b>	<b>PROJECTED 2017-18</b>	<b>PROPOSED 2018-19</b>	<b>APPROVED 2018-19</b>	<b>ADOPTED 2018-19</b>	<b>Adopted vs. Adopted</b>
Capital Projects-Stormwater	499,577	595,109	989,412	971,285	120,000	120,000	120,000	-87.9%
Capital Projects-Other	4,075,849	2,115,056	6,289,055	3,677,160	5,604,000	5,604,000	5,604,000	-10.9%
<b>TOTAL EXPENDITURES</b>	<b>4,575,426</b>	<b>2,710,165</b>	<b>7,278,467</b>	<b>4,648,445</b>	<b>5,724,000</b>	<b>5,724,000</b>	<b>5,724,000</b>	<b>-21.4%</b>



## FUND 17: Stormwater Fund

	<u>16-17</u>	<u>17-18</u>	<u>18-19</u>
BUDGETED STAFF FTE:	6.59	7.09	7.09

### Description

The stormwater fund is responsible for:

- Planning, design, inspection, and management of capital improvement projects for the replacement and expansion of the stormwater conveyance, detention, and water quality systems.
- The design reviews and inspections for construction of public improvements associated with private development projects.
- Operating and maintaining 339,000 linear feet of stormwater piping, 112,000 linear feet of roadside ditches, 3,022 inlets, and 1,020 storm drain manholes.

### Significant Changes

- Increase in funding for Stormwater Repair for required maintenance of additional roadside and development stormwater detention and treatment facilities, and to meet the City's Total Maximum Daily Load (TMDL) Plan.
- Increase in dues & meetings and travel & training budgets due to personnel changes and additional training requirements of the TMDL plan.
- Bank fees are increasing due to new software that allows for easier credit card payment processing.
- Internal Charge-Franchise Fee rate is being proposed to go from 5% to 7%.

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>FUND 17</b>	<b>STORMWATER FUND</b>								
	<b>REVENUES</b>								
17-0000-300000	Beg F/B-Net Working Capital	731,487	1,169,140	898,152	1,028,956	423,117	423,117	423,117	-52.9%
17-0000-332004	Erosion Control Permits	10,342	15,636	8,000	17,475	15,000	15,000	15,000	87.5%
17-0000-338002	Reimb Costs-Capital Project	33,039	32,447	25,000	11,886	10,000	10,000	10,000	-60.0%
17-0000-341006	Technology Fee	-	4,846	1,875	6,301	6,000	6,000	6,000	220.0%
17-0000-342004	Dev Review and Inspection Fee	29,951	86,687	20,000	51,362	35,000	35,000	35,000	75.0%
17-0000-348000	User Fees	1,218,424	1,322,591	1,422,720	1,422,720	1,585,691	1,585,691	1,585,691	11.5%
17-0000-360000	Miscellaneous Revenues	313	1,996	-	-	-	-	-	0.0%
17-0000-361000	Interest Earned	7,379	11,352	8,500	12,180	13,000	13,000	13,000	52.9%
17-0000-364000	Sale Of Assets	1,127	447	-	5	-	-	-	0.0%
17-0000-390025	Transfer In-PERS Reserve	-	-	2,829	2,864	-	-	-	-100.0%
17-0000-390028	Transfer In-Stormwater Reserve	684,702	-	-	-	-	-	-	0.0%
<b>FUND 17</b>	<b>TOTAL REVENUES</b>	<b>2,716,761</b>	<b>2,645,142</b>	<b>2,387,076</b>	<b>2,553,749</b>	<b>2,087,808</b>	<b>2,087,808</b>	<b>2,087,808</b>	<b>-12.5%</b>

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>PUBLIC WORKS 51XX</b>									
<b>5113</b>	<b>STORMWATER ENGINEERING</b>								
17-5113-410000	Administrative Salaries	58,524	48,699	52,048	53,415	57,419	57,419	57,419	10.3%
17-5113-420000	Clerical Salaries	5,418	23,377	31,092	26,797	32,330	32,330	32,330	4.0%
17-5113-432000	Engineer Salaries	107,332	112,001	117,566	112,309	123,182	123,182	123,182	4.8%
17-5113-435000	Overtime	-	1,809	-	952	-	-	-	0.0%
17-5113-438000	Longevity	180	480	480	480	193	193	193	-59.8%
17-5113-440000	Misc Fringe Benefits	968	832	877	893	877	877	877	0.0%
17-5113-441000	FICA/Medicare	12,746	13,961	15,458	14,743	16,371	16,371	16,371	5.9%
17-5113-442000	Workers Compensation	2,489	2,452	3,447	2,610	3,025	3,025	3,025	-12.2%
17-5113-443000	Unemployment/Transit Tax	514	374	205	199	433	433	433	111.2%
17-5113-444000	Retirement-PERS	14,811	12,855	21,127	20,004	26,374	26,374	26,374	24.8%
17-5113-444001	Retirement-Principal	22,282	33,509	33,808	24,553	22,668	22,668	22,668	-33.0%
17-5113-444002	Retirement-Pension Bond	1,554	2,807	4,337	4,750	6,352	6,352	6,352	46.5%
17-5113-445000	Health/Life/LTD	36,454	35,205	45,188	31,657	44,988	44,988	44,988	-0.4%
<b>Total Personnel Services</b>		<b>263,272</b>	<b>288,361</b>	<b>325,633</b>	<b>293,360</b>	<b>334,212</b>	<b>334,212</b>	<b>334,212</b>	<b>2.6%</b>
17-5113-510000	Office Supplies	679	1,003	1,500	1,474	2,200	2,200	2,200	46.7%
17-5113-515000	Printing & Advertising	91	-	100	100	100	100	100	0.0%
17-5113-520000	Dues & Meetings	866	1,062	880	880	1,020	1,020	1,020	15.9%
17-5113-520003	Recruitment Expense	152	349	200	51	-	-	-	-100.0%
17-5113-520008	Recognition	-	-	125	123	125	125	125	0.0%
17-5113-523000	Supplies & Equipment	389	484	1,350	1,350	1,350	1,350	1,350	0.0%
17-5113-523010	Quality Public Outreach Program	4,503	1,699	5,000	5,000	5,000	5,000	5,000	0.0%
17-5113-523011	TMDL Community Program	1,678	52	2,500	2,500	2,500	2,500	2,500	0.0%
17-5113-523012	TMDL Field Program	7,340	12,591	15,000	10,000	15,000	15,000	15,000	0.0%
17-5113-525000	Travel & Training	2,627	1,413	4,900	3,949	6,050	6,050	6,050	23.5%
17-5113-526000	Employee Testing	-	32	-	32	-	-	-	0.0%
17-5113-532000	Bank Fees	59	154	100	225	300	300	300	200.0%
17-5113-533000	Contractual Services	22,370	1,480	13,500	13,500	5,000	5,000	5,000	-63.0%
17-5113-533045	Maintenance Agreements	8,122	8,295	11,560	11,560	11,725	11,725	11,725	1.4%
17-5113-540000	Utilities	-	-	-	162	194	194	194	100.0%
17-5113-551000	Books & Publications	78	-	200	100	200	200	200	0.0%
17-5113-562000	Fuel	640	1,051	650	594	725	725	725	11.5%
17-5113-563000	Vehicle Maintenance	25	691	625	375	650	650	650	4.0%
17-5113-576000	Recording Fees	143	-	100	97	100	100	100	0.0%
17-5113-590000	Internal Chrg-Admin Support Services	159,706	196,587	237,835	228,576	275,576	275,576	275,576	15.9%
17-5113-590004	Internal Chrg-Facilities	7,547	7,590	7,717	7,717	7,534	7,534	7,534	-2.4%
17-5113-590006	Internal Chrg-Network Upgrade	-	-	-	-	3,227	3,227	3,227	100.0%
17-5113-590015	Internal Chrg-Franchise Fee	60,921	66,130	71,136	71,136	110,998	110,998	110,998	56.0%
<b>Total Materials and Services</b>		<b>277,934</b>	<b>300,663</b>	<b>374,978</b>	<b>359,498</b>	<b>449,574</b>	<b>449,574</b>	<b>449,574</b>	<b>19.9%</b>
17-5113-610000	Capital Outlay	25,400	-	2,900	2,900	5,000	5,000	5,000	72.4%
<b>Total Capital Outlay</b>		<b>25,400</b>	<b>-</b>	<b>2,900</b>	<b>2,900</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>72.4%</b>
<b>5113</b>	<b>TOTAL STORMWATER ENGINEERING</b>	<b>566,606</b>	<b>589,024</b>	<b>703,511</b>	<b>655,758</b>	<b>788,786</b>	<b>788,786</b>	<b>788,786</b>	<b>12.1%</b>

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>5141</b>	<b>STORMWATER MAINTENANCE</b>								
17-5170-410000	Administrative Salaries	20,314	21,782	23,377	23,361	24,636	24,636	24,636	5.4%
17-5170-420000	Clerical Salaries	9,412	10,105	10,647	10,625	11,231	11,231	11,231	5.5%
17-5170-431000	Maintenance Salaries	186,883	193,658	204,880	200,285	209,454	209,454	209,454	2.2%
17-5170-433000	Summer Help	8,847	-	-	-	-	-	-	0.0%
17-5170-435000	Overtime	1,604	1,560	1,700	2,407	2,500	2,500	2,500	47.1%
17-5170-436000	Standby Pay	1,885	1,682	3,000	3,000	3,000	3,000	3,000	0.0%
17-5170-438000	Longevity	1,320	1,320	1,320	2,730	4,920	4,920	4,920	272.7%
17-5170-440000	Misc Fringe Benefits	160	160	160	161	160	160	160	0.0%
17-5170-441000	FICA/Medicare	17,272	17,093	18,753	18,278	19,579	19,579	19,579	4.4%
17-5170-442000	Workers Compensation	16,948	16,018	21,510	17,269	18,560	18,560	18,560	-13.7%
17-5170-443000	Unemployment/Transit Tax	696	461	248	246	515	515	515	107.7%
17-5170-444000	Retirement-PERS	-	-	-	1,124	3,450	3,450	3,450	100.0%
17-5170-444001	Retirement-Principal	54,876	67,871	85,302	79,580	83,010	83,010	83,010	-2.7%
17-5170-444002	Retirement-Pension Bond	-	-	-	491	1,488	1,488	1,488	100.0%
17-5170-445000	Health/Life/LTD	51,897	51,225	61,345	58,844	77,096	77,096	77,096	25.7%
Total Personnel Services		372,114	382,936	432,242	418,400	459,599	459,599	459,599	6.3%
17-5170-510000	Office Supplies	739	508	1,500	1,500	1,500	1,500	1,500	0.0%
17-5170-512000	Uniforms	1,739	2,848	2,500	2,500	3,000	3,000	3,000	20.0%
17-5170-520000	Dues & Meetings	305	72	1,500	1,500	1,500	1,500	1,500	0.0%
17-5170-520003	Recruitment Expense	-	-	500	200	500	500	500	0.0%
17-5170-523000	Supplies & Equipment	7,680	10,866	6,000	6,000	6,000	6,000	6,000	0.0%
17-5170-523100	Small Tools	-	4,073	3,000	3,000	3,000	3,000	3,000	0.0%
17-5170-524000	Safety Program	-	-	500	500	500	500	500	0.0%
17-5170-525000	Travel & Training	363	1,289	3,500	3,500	6,000	6,000	6,000	71.4%
17-5170-526000	Employee Testing	720	1,040	1,000	800	1,000	1,000	1,000	0.0%
17-5170-533000	Contractual Services	500	6,789	12,000	10,000	12,000	12,000	12,000	0.0%
17-5170-533045	Maintenance Agreements	4,664	5,036	6,000	5,000	6,000	6,000	6,000	0.0%
17-5170-538702	Stormwater Repair	23,075	26,165	25,000	20,000	55,000	55,000	55,000	120.0%
17-5170-540000	Utilities	2,768	3,241	3,000	3,000	3,000	3,000	3,000	0.0%
17-5170-562000	Fuel	12,605	14,587	16,000	16,000	16,000	16,000	16,000	0.0%
17-5170-563000	Vehicle Maintenance	32,628	13,129	18,000	18,000	18,000	18,000	18,000	0.0%
17-5170-566000	Equip Repair & Maintenance	2,598	3,435	8,000	6,000	8,000	8,000	8,000	0.0%
17-5170-567000	Pipe & Materials	2,066	3,586	15,500	23,000	15,500	15,500	15,500	0.0%
17-5170-590001	Internal Chrg-Veh/Equip	20,000	20,000	20,000	20,000	20,000	20,000	20,000	0.0%
17-5170-590002	Internal Chrg-Computers	-	30,000	-	-	-	-	-	0.0%
Total Materials and Services		112,449	146,666	143,500	140,502	176,500	176,500	176,500	23.0%
<b>5170</b>	<b>TOTAL STORMWATER MAINTENANCE</b>	<b>484,563</b>	<b>529,601</b>	<b>575,742</b>	<b>558,902</b>	<b>636,099</b>	<b>636,099</b>	<b>636,099</b>	<b>10.5%</b>
<b>TOTAL PUBLIC WORKS (STORMWATER)</b>		<b>1,051,169</b>	<b>1,118,625</b>	<b>1,279,253</b>	<b>1,214,660</b>	<b>1,424,885</b>	<b>1,424,885</b>	<b>1,424,885</b>	<b>11.4%</b>

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>NONDEPARTMENTAL 91XX</b>									
<b>9170</b>	<b>TRANSFERS</b>								
17-9170-904000	Transfer Out-Capital Projects	496,452	489,882	934,412	915,972	111,000	111,000	111,000	-88.1%
17-9170-907000	Transfer Out-Water Fund	-	4,858	-	-	-	-	-	0.0%
17-9170-925000	Transfer Out-PERS Reserve Fund	-	2,821	-	-	-	-	-	0.0%
<b>9170</b>	<b>TOTAL TRANSFERS</b>	<b>496,452</b>	<b>497,561</b>	<b>934,412</b>	<b>915,972</b>	<b>111,000</b>	<b>111,000</b>	<b>111,000</b>	<b>-88.1%</b>
<b>9180</b>	<b>RESERVES</b>								
17-9180-800000	Contingency	-	-	173,411	-	551,923	551,923	551,923	218.3%
<b>9180</b>	<b>TOTAL RESERVES</b>	<b>-</b>	<b>-</b>	<b>173,411</b>	<b>-</b>	<b>551,923</b>	<b>551,923</b>	<b>551,923</b>	<b>218.3%</b>
<b>TOTAL NONDEPARTMENTAL</b>		<b>496,452</b>	<b>497,561</b>	<b>1,107,823</b>	<b>915,972</b>	<b>662,923</b>	<b>662,923</b>	<b>662,923</b>	<b>-40.2%</b>
<b>FUND 17</b>	<b>TOTAL STORMWATER FUND</b>	<b>1,547,621</b>	<b>1,616,187</b>	<b>2,387,076</b>	<b>2,130,632</b>	<b>2,087,808</b>	<b>2,087,808</b>	<b>2,087,808</b>	<b>-12.5%</b>
	ENDING FUND BALANCE	1,169,140	1,028,956	-	423,117	-	-	-	0.0%

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## FUND 43: Stormwater System Development Charges

	<u>16-17</u>	<u>17-18</u>	<u>18-19</u>
BUDGETED STAFF FTE:	0.00	0.00	0.00

### Description

Stormwater System Development Charges (SDCs) are paid by developers on building permits. They are used to provide additional capacity to the City's infrastructure and can only be spent on capital projects listed in the Stormwater Master Plan.

### Significant Changes

Revenue decreases result from anticipated decreased activity in commercial development.

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>FUND 43</b>	<b>STORMWATER SYSTEM DEVELOPMENT FUND</b>								
	<b>REVENUES</b>								
43-0000-300000	Beg F/B-Net Working Capital	131,416	167,567	94,806	106,284	107,416	107,416	107,416	13.3%
43-0000-349002	System Development Fees	36,488	43,479	70,000	54,945	41,000	41,000	41,000	-41.4%
43-0000-361000	Interest Earned	904	1,453	1,200	1,500	1,500	1,500	1,500	25.0%
43-0000-361001	Interest-Receiveables	372	119	-	-	-	-	-	0.0%
43-0000-363000	Assessment Installments	1,512	6,457	-	-	-	-	-	0.0%
<b>FUND 43</b>	<b>TOTAL REVENUES</b>	<b>170,692</b>	<b>219,076</b>	<b>166,006</b>	<b>162,729</b>	<b>149,916</b>	<b>149,916</b>	<b>149,916</b>	<b>-9.7%</b>
<b>9170</b>	<b>TRANSFERS</b>								
43-9170-904000	Transfer Out-Capital Projects	3,125	105,227	55,000	55,313	9,000	9,000	9,000	-83.6%
43-9170-907000	Transfer Out-Water Fund	-	7,565	-	-	-	-	-	0.0%
<b>9170</b>	<b>TOTAL TRANSFERS</b>	<b>3,125</b>	<b>112,792</b>	<b>55,000</b>	<b>55,313</b>	<b>9,000</b>	<b>9,000</b>	<b>9,000</b>	<b>-83.6%</b>
<b>9180</b>	<b>RESERVES</b>								
43-9180-800000	Contingency	-	-	96,772	-	126,682	126,682	126,682	30.9%
43-9180-830000	Reserve for Payments in Lieu	-	-	14,234	-	14,234	14,234	14,234	0.0%
<b>9180</b>	<b>TOTAL RESERVES</b>	<b>-</b>	<b>-</b>	<b>111,006</b>	<b>-</b>	<b>140,916</b>	<b>140,916</b>	<b>140,916</b>	<b>26.9%</b>
<b>FUND 43</b>	<b>TOTAL STORMWATER SDC FUND</b>	<b>3,125</b>	<b>112,792</b>	<b>166,006</b>	<b>55,313</b>	<b>149,916</b>	<b>149,916</b>	<b>149,916</b>	<b>-9.7%</b>
	ENDING FUND BALANCE	167,567	106,284	-	107,416	-	-	-	0.0%



## FUND 04: Proprietary Capital Projects - Stormwater

	<u>16-17</u>	<u>17-18</u>	<u>18-19</u>
BUDGETED STAFF FTE:	0.00	0.00	0.00

### Description

The Engineering Services Department manages the planning, design, and construction of the stormwater fund capital improvement projects.

- **800 Block Wynooski:** The current pipe and outfall severely eroded the area east of Wynooski Street. This project would extend the outfall further down the slope to reduce erosion around the slopes of Hess Creek.
- **Public Works Maintenance Facility Improvements:** An increase of \$80,000 will be split and seen in each fund 4 section (Street, Wastewater, and Water) and in fund 18, for the installation of fuel tanks located at 500 W. Fifth Street as a continued improvement of the PWM facility. Based on city wide budgeted fuel costs for FY 2017/2018 of about \$125,000, and using a conservative overall savings of 15% - 20%, the annual fuel cost savings could range from \$18,000 to \$25,000 or greater, over the current fuel costs utilizing state contract fuel card lock refueling stations. Onsite fuel storage tanks would be sized to also provide an emergency fuel reserve source in the event of emergencies, in addition to normal operational needs.

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>FUND 04</b>	<b>PROPRIETARY CAPITAL PROJECTS</b>								
	<b>REVENUES</b>								
04-0000-300000	Beg F/B-Net Working Capital	(89,751)	-	-	-	-	-	-	0.0%
04-0000-390017	Transfer In-Stormwater Fund	496,452	489,882	934,412	915,972	111,000	111,000	111,000	-88.1%
04-0000-390043	Transfer In-Stormwater SDC	3,125	105,227	55,000	55,313	9,000	9,000	9,000	-83.6%
<b>5150</b>	<b>CAPITAL PROJECTS</b>								
	<b>STORMWATER PROJECTS</b>								
04-5150-717711	Blaine St (2nd - 11th)	275,478	179,989	900,000	880,000	-	-	-	-100.0%
04-5150-717725	Master Plan Update	1,050	-	-	-	-	-	-	0.0%
04-5150-717728	8th St Utility Replacement	-	-	39,412	36,034	-	-	-	-100.0%
04-5150-717738	800 Block Wyooski	-	-	-	-	100,000	100,000	100,000	100.0%
04-5150-717763	Villa Road (Haworth-Crestview)	210,712	395,238	-	5,251	-	-	-	0.0%
04-5150-717775	520 W 3rd Property Purchase	12,337	-	-	-	-	-	-	0.0%
04-5150-717777	PW Maint Facility Improvements	-	19,883	50,000	50,000	20,000	20,000	20,000	-60.0%
	<b>Total Stormwater Projects</b>	<b>499,577</b>	<b>595,109</b>	<b>989,412</b>	<b>971,285</b>	<b>120,000</b>	<b>120,000</b>	<b>120,000</b>	<b>-87.9%</b>

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>FUND 04</b>	<b>PROPRIETARY CAPITAL PROJECTS REVENUES</b>								
04-0000-300000	Beg F/B-Net Working Capital	(89,751)	-	-	-	-	-	-	0.0%
04-0000-338000	Reimbursed Costs	89,751	-	-	-	-	-	-	0.0%
04-0000-390006	Transfer In-Wastewater Fund	903,912	1,382,605	3,214,055	2,083,803	1,644,500	1,644,500	1,644,500	-48.8%
04-0000-390007	Transfer In-Water Fund	3,159,937	345,129	1,596,900	656,936	2,509,000	2,509,000	2,509,000	57.1%
04-0000-390017	Transfer In-Stormwater Fund	496,452	489,882	934,412	915,972	111,000	111,000	111,000	-88.1%
04-0000-390043	Transfer In-Stormwater SDC	3,125	105,227	55,000	55,313	9,000	9,000	9,000	-83.6%
04-0000-390046	Transfer In-Wastewater SDC	9,558	275,526	1,295,000	915,409	1,450,500	1,450,500	1,450,500	12.0%
04-0000-390047	Transfer In-Water SDC	2,442	111,795	183,100	21,012	-	-	-	-100.0%
<b>FUND 04</b>	<b>TOTAL REVENUES</b>	<b>4,575,426</b>	<b>2,710,165</b>	<b>7,278,467</b>	<b>4,648,445</b>	<b>5,724,000</b>	<b>5,724,000</b>	<b>5,724,000</b>	<b>-21.4%</b>
<b>5150</b>	<b>CAPITAL PROJECTS WASTEWATER PROJECTS</b>								
04-5150-706301	Inflow/Infiltration Projects	594,337	231,761	450,000	449,342	600,000	600,000	600,000	33.3%
04-5150-706308	Wastewater Master Plan	-	120,680	100,000	144,137	-	-	-	-100.0%
04-5150-706310	Oxidation Ditches	-	145,415	700,000	617,053	-	-	-	-100.0%
04-5150-706313	Roofing at WWTP	-	82,544	-	-	-	-	-	0.0%
04-5150-706329	Coating for Pump Station	-	-	100,000	30,000	170,000	170,000	170,000	70.0%
04-5150-706369	Dehydration Unit Burner Rebuild	-	-	65,000	-	65,000	65,000	65,000	0.0%
04-5150-706393	Dayton Pump Station - Design & Construction	28,264	318,951	2,000,000	1,500,000	500,000	500,000	500,000	-75.0%
04-5150-706396	Sixth St Sewer Rehab	-	-	-	-	300,000	300,000	300,000	100.0%
04-5150-706397	Programmable Logic Controller Study	-	-	-	-	30,000	30,000	30,000	100.0%
04-5150-706404	2nd Street Parking Lot Rehab	48,957	-	-	-	-	-	-	0.0%
04-5150-706405	Fifth St Pipe Replacement	-	-	350,000	10,000	340,000	340,000	340,000	-2.9%
04-5150-706410	Oxidation Ditch Rotor Replacement	-	-	80,000	80,000	80,000	80,000	80,000	0.0%
04-5150-706411	South Springbrook (Bypass)	-	50,000	-	-	-	-	-	0.0%
04-5150-706415	WWTP Hypochlorite	229,452	688,899	-	-	-	-	-	0.0%
04-5150-706428	8th St Utility Replacement	-	-	104,055	98,680	-	-	-	-100.0%
04-5150-706475	520 W 3rd Property Purchase	12,459	-	-	-	-	-	-	0.0%
04-5150-706477	PW Maint Facility Improvements	-	19,883	50,000	50,000	20,000	20,000	20,000	-60.0%
04-5150-706479	Chehalem Extension	-	-	500,000	10,000	990,000	990,000	990,000	98.0%
04-5150-706480	GIS Integration of WWTP	-	-	10,000	10,000	-	-	-	-100.0%
	<b>Total Wastewater Projects</b>	<b>913,469</b>	<b>1,658,132</b>	<b>4,509,055</b>	<b>2,999,211</b>	<b>3,095,000</b>	<b>3,095,000</b>	<b>3,095,000</b>	<b>-31.4%</b>

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>WATER PROJECTS</b>									
04-5150-707475	520 W 3rd Property Purchase	12,211	-	-	-	-	-	-	0.0%
04-5150-707477	PW Maint Facility Improvements	-	19,883	50,000	50,000	20,000	20,000	20,000	-60.0%
04-5150-707478	WTP Seismic Resiliency	-	-	200,000	-	200,000	200,000	200,000	0.0%
04-5150-707479	Chehalem Extension	-	-	250,000	10,000	740,000	740,000	740,000	196.0%
04-5150-707480	GIS Integration of WTP	-	-	20,000	20,000	-	-	-	-100.0%
04-5150-707481	Fire Flow - W Illinois	-	-	165,000	10,000	155,000	155,000	155,000	-6.1%
04-5150-707482	Fire Flow - George Fox	-	-	-	-	346,000	346,000	346,000	100.0%
04-5150-707483	Decommission Wells 1 & 2	-	-	-	-	200,000	200,000	200,000	100.0%
04-5150-707484	Redundant Water Supply	-	-	-	-	163,000	163,000	163,000	100.0%
04-5150-707502	Water Rights Review	-	-	25,000	10,000	15,000	15,000	15,000	-40.0%
04-5150-707528	Valves on College St	-	-	-	-	200,000	200,000	200,000	100.0%
04-5150-707555	Spring Improvements	20,596	1,158	-	-	-	-	-	0.0%
04-5150-707557	Water Conservation Plan	-	-	-	-	100,000	100,000	100,000	100.0%
04-5150-707572	Water Master Plan Update	170,485	121,231	-	6,447	-	-	-	0.0%
04-5150-707587	Reservoir Improvements	1,808,792	278,990	-	-	-	-	-	0.0%
04-5150-707608	Well 8 Generator	-	-	100,000	100,000	-	-	-	-100.0%
04-5150-707609	Well 9 Design & Construction	612,296	-	-	-	-	-	-	0.0%
04-5150-707611	South Springbrook (Bypass)	538,000	28,312	-	-	-	-	-	0.0%
04-5150-707612	College St Relocation (Illinois-Aldercrest)	-	7,350	-	-	-	-	-	0.0%
04-5150-707613	College St Relocation (Aldercrest-Foothills)	-	-	470,000	100,000	370,000	370,000	370,000	-21.3%
04-5150-707615	WTP Hypochlorite Generator	-	-	500,000	371,501	-	-	-	-100.0%
Total Water Projects		3,162,379	456,924	1,780,000	677,948	2,509,000	2,509,000	2,509,000	41.0%
<b>STORMWATER PROJECTS</b>									
04-5150-717711	Blaine St (2nd - 11th)	275,478	179,989	900,000	880,000	-	-	-	-100.0%
04-5150-717725	Master Plan Update	1,050	-	-	-	-	-	-	0.0%
04-5150-717728	8th St Utility Replacement	-	-	39,412	36,034	-	-	-	-100.0%
04-5150-717738	800 Block Wynoski	-	-	-	-	100,000	100,000	100,000	100.0%
04-5150-717763	Villa Road (Haworth-Crestview)	210,712	395,238	-	5,251	-	-	-	0.0%
04-5150-717775	520 W 3rd Property Purchase	12,337	-	-	-	-	-	-	0.0%
04-5150-717777	PW Maint Facility Improvements	-	19,883	50,000	50,000	20,000	20,000	20,000	-60.0%
Total Stormwater Projects		499,577	595,109	989,412	971,285	120,000	120,000	120,000	-87.9%
<b>5150</b>	<b>TOTAL CAPITAL PROJECTS</b>	<b>4,575,426</b>	<b>2,710,165</b>	<b>7,278,467</b>	<b>4,648,445</b>	<b>5,724,000</b>	<b>5,724,000</b>	<b>5,724,000</b>	<b>-21.4%</b>
<b>FUND 04</b>	<b>TOTAL PROPRIETARY CAPITAL PROJECTS FUND</b>	<b>4,575,426</b>	<b>2,710,165</b>	<b>7,278,467</b>	<b>4,648,445</b>	<b>5,724,000</b>	<b>5,724,000</b>	<b>5,724,000</b>	<b>-21.4%</b>
ENDING FUND BALANCE		-	-	-	-	-	-	-	0.0%

**2018-19 CAPITAL PROJECTS & FUNDING SOURCE**

Funding Source											
Acct #		Project		2018-19	390002	390042	390006	390046	390007	390017	390043
				BUDGET	Street	Street SDC	WW Rates	WW SDC	Water Rates	Storm	Storm SDC
Wastewater											
04	5150	706301	Inflow/Infiltration Correction	600,000		50/50	300,000	300,000			
04	5150	706329	Coating for Pump Station	170,000		75/25	127,500	42,500			
04	5150	706369	Dehydration Unit Burner Rebld	65,000			65,000				
04	5150	706393	Dayton Ave PS Design & Construction	500,000		90/10	450,000	50,000			
04	5150	706396	Sixth St Sewer Rehab	300,000		90/10	270,000	30,000			
04	5150	706397	Programmable Logic Controller Study	30,000			30,000				
04	5150	706405	Fifth St Pipe Replacement	340,000		90/10	306,000	34,000			
04	5150	706410	Oxidation Ditch Rotor Replace	80,000			80,000				
04	5150	706477	PW Maint Facility Improvements	20,000		80/20	16,000	4,000			
04	5150	706479	Chehalem Extension	990,000				990,000			
Subtotal Wastewater				3,095,000	-	-	1,644,500	1,450,500	-	-	-
Water											
04	5150	707477	PW Maint Facility Improvements	20,000					20,000		
04	5150	707478	WTP Seismic Resiliency	200,000					200,000		
04	5150	707479	Chehalem Extension	740,000					740,000		
04	5150	707481	Fire Flow - W Illinois	155,000					155,000		
04	5150	707482	Fire Flow - George Fox	346,000					346,000		
04	5150	707483	Decommission Wells 1 & 2	200,000					200,000		
04	5150	707484	Redundant Water Supply	163,000					163,000		
04	5150	707502	Water Rights Review	15,000					15,000		
04	5150	707528	Valves on College St	200,000					200,000		
04	5150	707557	Water Conservation Plan	100,000					100,000		
04	5150	707613	College St Relocation (Aldercrest-Foothills)	370,000					370,000		
Subtotal Water				2,509,000	-	-	-	-	2,509,000	-	-
Stormwater											
04	5150	717738	800 Block Wyooski	100,000					95/05	95,000	5,000
04	5150	717777	PW Maint Facility Improvements	20,000					80/20	16,000	4,000
Subtotal Stormwater				120,000	-	-	-	-	-	111,000	9,000
Subtotal Fund 04 Projects				5,724,000	-	-	1,644,500	1,450,500	2,509,000	111,000	9,000
Street											
18	5150	702106	Bicycle Route Improvements	5,000	5,000						
18	5150	702111	College St Bikelane & Sidewalk	200,000	200,000						
18	5150	702123	Elliott Road	350,000	70,000	280,000	20/80				
18	5150	702163	Villa Rd - Haworth to Crestview	800,000	120,000	680,000	15/85				
18	5150	702167	Crestview Dr (Oxberg Lake)	1,640,000		1,640,000					
18	5150	702171	Pavement Rehabilitation	315,000	315,000						
18	5150	702177	PW Maint Facility Improvements	20,000	16,000	4,000	80/20				
18	5150	703000	Citywide Pavement Rehab	507,400	507,400						
Subtotal Fund 18 (Street) Projects				3,837,400	1,233,400	2,604,000	-	-	-	-	-
TOTAL ALL CAPITAL PROJECTS				9,561,400	1,233,400	2,604,000	1,644,500	1,450,500	2,509,000	111,000	9,000



# MISCELLANEOUS FUNDS

## FUND 09: Debt Service Fund

	<u>16-17</u>	<u>17-18</u>	<u>18-19</u>
BUDGETED STAFF FTE:	0.00	0.00	0.00

### Description

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).

Internal Charges to each department based on PERS eligible wages are collected for the 2004 PERS Pension Bond. The Bypass Loan is being funded by the Surface Transportation Program through the Federal Highway Administration. In 2017-18 the City began making debt service payments on the WCCCA Radio Upgrade.

### Significant Changes

The City took on debt to pay for its portion of the Washington County Consolidated Communications Agency (WCCCA) upgrade from analog to digital technology. The WCCCA upgrade is expensed in the General Fund with the financing occurring in the Debt Service Fund.

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>FUND 09</b>	<b>DEBT SERVICE FUND REVENUES</b>								
09-0000-300000	Beg F/B-Net Working Capital	215,171	216,728	36,946	38,270	46,455	46,455	46,455	25.7%
09-0000-310000	Current Year Taxes	396,289	-	-	-	-	-	-	0.0%
09-0000-311000	Prior Year Taxes	17,693	18,830	6,138	6,138	4,730	4,730	4,730	-22.9%
09-0000-334001	Federal Exchange Grant	19,719	142,916	142,916	142,916	142,916	142,916	142,916	0.0%
09-0000-361000	Interest Earned	1,815	1,918	300	1,060	500	500	500	66.7%
09-0000-361004	Interest-Other Investments	1	4	-	7	-	-	-	0.0%
09-0000-370500	Internal Rev-Facilities	116,863	117,543	119,492	119,492	116,658	116,658	116,658	-2.4%
09-0000-372000	Pension Bond Charge	228,612	238,995	249,398	249,398	261,906	261,906	261,906	5.0%
09-0000-390001	Transfer In-General Fund	-	-	91,673	-	372,575	372,575	372,575	306.4%
09-0000-390002	Transfer In-Street Fund	22,640	22,772	23,150	23,150	22,600	22,600	22,600	-2.4%
09-0000-390010	Transfer In-City Hall	106,099	106,718	108,486	108,486	105,914	105,914	105,914	-2.4%
09-0000-390014	Transfer In-EDRLF	1,831	1,842	1,872	1,872	1,828	1,828	1,828	-2.4%
<b>FUND 09</b>	<b>TOTAL REVENUES</b>	<b>1,126,732</b>	<b>868,266</b>	<b>780,371</b>	<b>690,789</b>	<b>1,076,082</b>	<b>1,076,082</b>	<b>1,076,082</b>	<b>37.9%</b>
	<b>DEBT SERVICE 91XX</b>								
<b>9150</b>	<b>PRINCIPAL</b>								
09-9150-604000	2004 Pension Bonds	80,000	95,000	110,000	110,000	130,000	130,000	130,000	18.2%
09-9150-615000	2015 Refunding Bond	225,000	230,000	240,000	240,000	240,000	240,000	240,000	0.0%
09-9150-616000	Bypass Loan	7,572	107,066	100,675	103,590	99,741	99,741	99,741	-0.9%
09-9150-617000	Public Safety Comm Upgrade	-	-	83,099	-	264,940	264,940	264,940	218.8%
09-9150-697001	1997 City Facilities Bond	225,000	20,000	-	-	-	-	-	0.0%
09-9150-698001	1998 Fire Facilities Bond	165,000	170,000	-	-	-	-	-	0.0%
<b>9150</b>	<b>TOTAL PRINCIPAL</b>	<b>702,572</b>	<b>622,066</b>	<b>533,774</b>	<b>453,590</b>	<b>734,681</b>	<b>734,681</b>	<b>734,681</b>	<b>37.6%</b>
<b>9160</b>	<b>INTEREST</b>								
09-9160-604000	2004 Pension Bond Interest	148,612	143,995	138,417	138,418	131,882	131,882	131,882	-4.7%
09-9160-615000	2015 Refunding Bond	22,433	18,875	13,000	13,000	7,000	7,000	7,000	-46.2%
09-9160-616000	Bypass Loan	12,147	35,850	42,241	39,326	43,175	43,175	43,175	2.2%
09-9160-617000	Public Safety Comm Upgrade	-	-	8,574	-	107,635	107,635	107,635	1155.4%
09-9160-697001	1997 City Facilities Bond Interest	7,155	540	-	-	-	-	-	0.0%
09-9160-698001	1998 Fire Facilities Bond Interest	17,085	8,670	-	-	-	-	-	0.0%
<b>9160</b>	<b>TOTAL INTEREST</b>	<b>207,432</b>	<b>207,930</b>	<b>202,232</b>	<b>190,744</b>	<b>289,692</b>	<b>289,692</b>	<b>289,692</b>	<b>43.2%</b>
	<b>TOTAL DEBT SERVICE</b>	<b>910,004</b>	<b>829,996</b>	<b>736,006</b>	<b>644,334</b>	<b>1,024,373</b>	<b>1,024,373</b>	<b>1,024,373</b>	<b>39.2%</b>
<b>9180</b>	<b>RESERVES</b>								
09-9180-880000	Unappropriated Fund Balance	-	-	44,365	-	51,709	51,709	51,709	16.6%
<b>9180</b>	<b>TOTAL RESERVES</b>	<b>-</b>	<b>-</b>	<b>44,365</b>	<b>-</b>	<b>51,709</b>	<b>51,709</b>	<b>51,709</b>	<b>16.6%</b>
<b>FUND 09</b>	<b>TOTAL DEBT SERVICE FUND</b>	<b>910,004</b>	<b>829,996</b>	<b>780,371</b>	<b>644,334</b>	<b>1,076,082</b>	<b>1,076,082</b>	<b>1,076,082</b>	<b>37.9%</b>
	ENDING FUND BALANCE	216,728	38,270	-	46,455	-	-	-	0.0%



## FUND 10: City Hall Fund

	<u>16-17</u>	<u>17-18</u>	<u>18-19</u>
BUDGETED STAFF FTE:	0.00	0.00	0.00

### Description

The purpose of the City Hall fund was 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 was charged as a percentage (.25%) on estimated value at the time of building permit issuance. For budgeting purposes, revenue budgeted was 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, Street, and Economic Development Funds. These charges are dedicated to the repayment of the City Hall bonded debt.

### Significant Changes

The City Hall Fund no longer collects revenue as the fund has accumulated enough money to pay off the associated debt.

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>FUND 10</b>	<b>CITY HALL FUND REVENUES</b>								
10-0000-300000	Beg F/B-Net Working Capital	535,601	509,076	512,086	552,745	572,158	572,158	612,158	19.5%
10-0000-322010	City Hall Fee	76,584	145,010	90,000	160,000	-	-	-	-100.0%
10-0000-361000	Interest Earned	2,990	5,377	3,000	7,900	5,000	5,000	-	-100.0%
<b>FUND 10</b>	<b>TOTAL REVENUES</b>	<b>615,175</b>	<b>659,463</b>	<b>605,086</b>	<b>720,645</b>	<b>577,158</b>	<b>577,158</b>	<b>612,158</b>	<b>1.2%</b>
<b>1110</b>	<b>GENERAL GOVERNMENT</b>								
10-1110-575001	Bond Issue Costs	-	-	-	-	-	-	-	0.0%
	Total Materials and Services	-	-	-	-	-	-	-	0.0%
<b>1110</b>	<b>TOTAL GENERAL GOVERNMENT</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>
<b>9130</b>	<b>SPECIAL PAYMENTS</b>								
10-9130-600000	Refunds	-	-	-	-	-	-	436,778	100.0%
<b>9130</b>	<b>TOTAL SPECIAL PAYMENTS</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>436,778</b>	<b>100.0%</b>
<b>9150</b>	<b>DEBT SERVICE - PRINCIPAL</b>								
10-9150-693000	Payment of 2015 Refunding Bond	-	-	-	-	-	-	-	0.0%
<b>9150</b>	<b>TOTAL DEBT SERVICE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>
<b>9170</b>	<b>TRANSFERS</b>								
10-9170-909000	Transfer Out-Debt Service	106,099	106,718	108,486	108,486	105,914	105,914	105,914	-2.4%
<b>9170</b>	<b>TOTAL TRANSFERS</b>	<b>106,099</b>	<b>106,718</b>	<b>108,486</b>	<b>108,486</b>	<b>105,914</b>	<b>105,914</b>	<b>105,914</b>	<b>-2.4%</b>
<b>9180</b>	<b>RESERVES</b>								
10-9180-800000	Contingency	-	-	-	-	-	-	69,466	100.0%
10-9180-880000	Unappropriated Fund Balance	-	-	496,600	-	471,244	471,244	-	-100.0%
<b>9180</b>	<b>TOTAL RESERVES</b>	<b>-</b>	<b>-</b>	<b>496,600</b>	<b>-</b>	<b>471,244</b>	<b>471,244</b>	<b>69,466</b>	<b>-86.0%</b>
<b>FUND 10</b>	<b>TOTAL CITY HALL FUND</b>	<b>106,099</b>	<b>106,718</b>	<b>605,086</b>	<b>108,486</b>	<b>577,158</b>	<b>577,158</b>	<b>612,158</b>	<b>1.2%</b>
	ENDING FUND BALANCE	509,076	552,745	-	612,158	-	-	-	0.0%

## FUND 21: Governmental Capital Projects Fund

	<u>16-17</u>	<u>17-18</u>	<u>18-19</u>
BUDGETED STAFF FTE:	0.00	0.00	0.00

### Description

Washington County Consolidated Communications Agency (WCCCA), in conjunction with C800, radio system provider for Clackamas County, and the City of Newberg are in the process of replacing upgrading the wide area communications system from an analog to digital system. The scope of work is to replace/upgrade the 911 emergency communication systems for the city. This includes, but is not limited to, infrastructure hardening, an additional communication tower at the Public Works Maintenance Yard, simulcast equipment, radios, land and infrastructure upgrades, master site equipment, system refresh/upgrade, generator, microwave backhaul, console equipment, fire station alerting systems, site alarms and monitoring, spares and materials, 48 VDC power system, contingency equipment, backup dispatch, test equipment, project management, paging, and unified PushToTalk. The system has been designed for sharing of information with other interconnected systems such as Computer Aided Dispatch, logging, mapping, and other systems. Newberg's current and future public safety communication capability is dependent upon this project.

The City's cost for the Public Safety Communications Upgrade project is estimated to be \$3,150,000. The project is estimated to span multiple years. In FY17-18, this project was budgeted in the General Fund for \$2,239,616, with the source of funding as a loan to be drawn down in multiple stages. The funding for the loan was accomplished in March 2018 as a single loan for the entire amount of the project. Rather than comingle loan proceeds with General Fund dollars, a separate capital project fund will be created through a Supplemental Budget process in June 2018. The full amount of the loan proceeds will be received into the capital project fund in FY17-18. \$1,253,306 is estimated to be spent in FY17-18. The remainder will be spent in FY18-19, with a high chance that some costs will spill into FY19-20. The bank loan took advantage of favorable market term with an interest rate of 3.07% over 10 years. The debt service payments will be paid by the General Fund, reflected in the budget as a transfer out of the General Fund to the Debt Service Fund of \$372,575.

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>FUND 21</b>	<b>GOVERNMENTAL CAPITAL PROJECTS FUND</b>								
	<b>REVENUES</b>								
21-0000-300000	Beg F/B-Net Working Capital	-	-	-	-	1,896,695	1,896,695	1,896,695	100.0%
21-0000-380000	Loan Proceeds	-	-	3,151,630	3,150,001	-	-	-	-100.0%
<b>FUND 21</b>	<b>TOTAL REVENUES</b>	-	-	<b>3,151,630</b>	<b>3,150,001</b>	<b>1,896,695</b>	<b>1,896,695</b>	<b>1,896,695</b>	<b>-39.8%</b>
<b>5150</b>	<b>CAPITAL PROJECTS</b>								
21-5150-731023	Public Safety Comm Upgrade	-	-	3,151,630	1,253,306	1,896,695	1,896,695	1,896,695	-39.8%
<b>5150</b>	<b>TOTAL CAPITAL PROJECTS</b>	-	-	<b>3,151,630</b>	<b>1,253,306</b>	<b>1,896,695</b>	<b>1,896,695</b>	<b>1,896,695</b>	<b>-39.8%</b>
<b>FUND 21</b>	<b>TOTAL GOV'T CAPITAL PROJECT FUND</b>	-	-	<b>3,151,630</b>	<b>1,253,306</b>	<b>1,896,695</b>	<b>1,896,695</b>	<b>1,896,695</b>	<b>-39.8%</b>
	ENDING FUND BALANCE	-	-	-	1,896,695	-	-	-	0.0%

FUND 22: Library Gift, Memorial and Grant Fund

	<u>16-17</u>	<u>17-18</u>	<u>18-19</u>
BUDGETED STAFF FTE:	0.00	0.00	0.00

Description

The Library Gift and Grant Fund is the repository for any gifts, memorials and grants the library receives during the course of the year. All gifts, memorials and grants are given with direction from the giver for how the funds are to be spent (memorial books, specific projects, specific equipment) and, consequently, there is no leeway on how these funds are used. The Library does reserve the right to not accept funds if the requirements are not acceptable. Some grants and gifts are also made to the Library Foundation of Newberg which is a separate 503c3 organization with the express purpose of supporting the library.

Significant Changes

The Library Friends expense was included within Library Programs for 2018-19.

L to R  
Library Donor Board showing gifts to the library as well as new furnishings supported by the Library Foundation of Newberg  
Being creative at a summer reading event supported by Newberg Noon Rotary  
Writers Workshop supported by a grant  
Dia de los Muertos program in partnership with the Chehalem Cultural Center and supported by the Newberg Library Friends



ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>FUND 22</b>	<b>LIBRARY GIFT, MEMORIAL &amp; GRANT FUND REVENUES</b>								
22-0000-300000	Beg F/B-Net Working Capital	86,434	92,550	63,516	88,497	65,180	65,180	65,180	2.6%
22-0000-334003	Ready to Read Grant	3,543	3,520	4,000	3,872	4,000	4,000	4,000	0.0%
22-0000-334034	Grants	1,962	42,102	58,000	56,898	58,000	58,000	58,000	0.0%
22-0000-334054	Children's Room Remodel/Grants	125	4	-	-	-	-	-	0.0%
22-0000-346002	Library Friends	11,546	4,980	15,000	15,000	15,000	15,000	15,000	0.0%
22-0000-361000	Interest Earned	568	903	600	1,073	1,000	1,000	1,000	66.7%
22-0000-367000	Library Donations	32,797	34,613	58,000	54,945	58,000	58,000	58,000	0.0%
<b>FUND 22</b>	<b>TOTAL REVENUES</b>	<b>136,975</b>	<b>178,671</b>	<b>199,116</b>	<b>220,284</b>	<b>201,180</b>	<b>201,180</b>	<b>201,180</b>	<b>1.0%</b>
<b>3110</b>	<b>LIBRARY ADMINISTRATION</b>								
22-3110-431000	Salaries & Wages	-	678	-	-	-	-	-	0.0%
	Total Personnel Services	-	678	-	-	-	-	-	0.0%
22-3110-523000	Supplies & Equipment	167	706	10,000	8,050	10,000	10,000	10,000	0.0%
22-3110-533003	Ready To Read Grant	2,747	4,048	4,000	3,867	4,000	4,000	4,000	0.0%
22-3110-533034	Miscellaneous Grants	11,988	52,453	58,000	57,189	58,000	58,000	58,000	0.0%
22-3110-542000	Library Programs	5,026	13,595	20,000	19,847	35,000	35,000	35,000	75.0%
22-3110-546000	Library Friends	11,431	8,164	15,000	13,958	-	-	-	-100.0%
22-3110-551000	Books & Periodicals	4,183	9,530	28,000	27,234	28,000	28,000	28,000	0.0%
22-3110-551001	Audio-Visual	165	47	10,000	9,958	10,000	10,000	10,000	0.0%
22-3110-580000	Professional Services	-	-	-	-	10,000	10,000	10,000	100.0%
	Total Materials and Services	35,708	88,544	145,000	140,104	155,000	155,000	155,000	6.9%
22-3110-610000	Capital Outlay	8,717	953	15,000	15,000	15,000	15,000	15,000	0.0%
	Total Capital Outlay	8,717	953	15,000	15,000	15,000	15,000	15,000	0.0%
<b>3110</b>	<b>TOTAL LIBRARY ADMINISTRATION</b>	<b>44,425</b>	<b>90,175</b>	<b>160,000</b>	<b>155,104</b>	<b>170,000</b>	<b>170,000</b>	<b>170,000</b>	<b>6.3%</b>
<b>9180</b>	<b>RESERVES</b>								
22-9180-800000	Contingency	-	-	39,116	-	31,180	31,180	31,180	-20.3%
<b>9180</b>	<b>TOTAL RESERVES</b>	<b>-</b>	<b>-</b>	<b>39,116</b>	<b>-</b>	<b>31,180</b>	<b>31,180</b>	<b>31,180</b>	<b>-20.3%</b>
<b>FUND 22</b>	<b>TOTAL LIBRARY GIFT, MEMORIAL &amp; GRANT FUND</b>	<b>44,425</b>	<b>90,175</b>	<b>199,116</b>	<b>155,104</b>	<b>201,180</b>	<b>201,180</b>	<b>201,180</b>	<b>1.0%</b>
	ENDING FUND BALANCE	92,550	88,497	-	65,180	-	-	-	0.0%

## FUND 23: Cable TV Fund

	<u>16-17</u>	<u>17-18</u>	<u>18-19</u>
BUDGETED STAFF FTE:	0.00	0.00	0.00

### Description

The Cable TV fund account for money received from the closing of the office of the local cable TV company in 2000-2001. The balance in the Cable TV Fund will be used for communication-type services as specified via resolution.

### Significant Changes

There are no significant changes in the Cable TV Fund.

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>FUND 23</b>	<b>CABLE TV TRUST FUND REVENUES</b>								
23-0000-300000	Beg F/B-Net Working Capital	37,339	37,504	37,825	37,897	16,491	16,491	16,491	-56.4%
23-0000-361000	Interest Earned	216	392	200	472	200	200	200	0.0%
<b>FUND 23</b>	<b>TOTAL REVENUES</b>	<b>37,554</b>	<b>37,897</b>	<b>38,025</b>	<b>38,369</b>	<b>16,691</b>	<b>16,691</b>	<b>16,691</b>	<b>-56.1%</b>
<b>1610</b>	<b>CABLE TV</b>								
23-1610-592000	Community Support	50	-	-	-	-	-	-	0.0%
	Total Materials and Services	50	-	-	-	-	-	-	0.0%
23-1610-610000	Capital Outlay	-	-	38,025	21,878	16,691	16,691	16,691	-56.1%
	Total Capital Outlay	-	-	38,025	21,878	16,691	16,691	16,691	-56.1%
<b>1610</b>	<b>TOTAL CABLE TV</b>	<b>50</b>	<b>-</b>	<b>38,025</b>	<b>21,878</b>	<b>16,691</b>	<b>16,691</b>	<b>16,691</b>	<b>-56.1%</b>
<b>FUND 23</b>	<b>TOTAL CABLE TV TRUST FUND</b>	<b>50</b>	<b>-</b>	<b>38,025</b>	<b>21,878</b>	<b>16,691</b>	<b>16,691</b>	<b>16,691</b>	<b>-56.1%</b>
	ENDING FUND BALANCE	37,504	37,897	-	16,491	-	-	0	100.0%



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# **VEHICLE/EQUIPMENT REPLACEMENT FUND**

## FUND 32: Vehicle/Equipment Replacement Fund

	<u>16-17</u>	<u>17-18</u>	<u>18-19</u>
BUDGETED STAFF FTE:	0.00	0.00	0.00

### Description

This fund accounts for resources set aside from the various City-wide programs/departments for future vehicle and equipment purchases.

### Significant Changes

The IT Department will be upgrading the City's Storage Area Network (SAN). This upgrade will replace outdated equipment with new modern technology that is physically smaller, using less facility space, drawing less power and providing a speed increase to all City servers and desktops. The overall project cost will be expensed out of the Equipment Replacement Fund (32). The City previously had a network upgrade in FY13-14 that was paid by the departmental users via internal charges over five years, and then the payments were made out of Fund 32. This new SAN upgrade will be structured in a similar way.

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>FUND 32</b>	<b>VEHICLES/EQUIP REPLACEMENT FUND REVENUES</b>								
32-0000-300000	Beg F/B-Net Working Capital	1,362,426	1,176,384	1,372,748	1,431,306	1,699,238	1,699,238	1,699,238	23.8%
32-0000-334002	Grant-Radio Replacement	146,275	-	-	-	-	-	-	0.0%
32-0000-360000	Miscellaneous Revenues	-	-	-	1,189	-	-	-	0.0%
32-0000-360005	Pool Car Revenue	3,581	2,981	4,000	2,600	2,600	2,600	2,600	-35.0%
32-0000-361000	Interest Earned	7,895	13,908	12,000	23,000	25,000	25,000	25,000	108.3%
32-0000-364000	Sale Of Assets	5,989	15,727	-	17,476	-	-	-	0.0%
32-0000-370610	Internal Rev-Computer Replacement	92,360	192,360	72,860	72,860	79,050	79,050	79,050	8.5%
32-0000-370620	Internal Rev-Vehicle Replacement	476,284	542,184	657,805	662,805	644,405	644,405	644,405	-2.0%
32-0000-370630	Internal Rev-Equipment Replacement	108,714	66,371	351,000	351,000	315,000	315,000	315,000	-10.3%
32-0000-390004	Transfer In-General Fund	12,323	16,412	16,412	16,412	16,412	16,412	16,412	0.0%
32-0000-393010	Lease Proceeds	-	-	-	-	195,000	195,000	195,000	100.0%
<b>FUND 32</b>	<b>TOTAL REVENUES</b>	<b>2,215,847</b>	<b>2,026,327</b>	<b>2,486,825</b>	<b>2,578,648</b>	<b>2,976,705</b>	<b>2,976,705</b>	<b>2,976,705</b>	<b>19.7%</b>
<b>1110</b>	<b>GENERAL GOVERNMENT</b>								
32-1110-610100	Capital Outlay-Computers	-	1,373	-	-	-	-	-	0.0%
<b>1110</b>	<b>TOTAL GENERAL GOVERNMENT</b>	<b>-</b>	<b>1,373</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>
<b>1210</b>	<b>CITY MANAGER'S OFFICE</b>								
32-1210-610100	Capital Outlay-Computers	2,141	-	1,468	-	1,494	1,494	1,494	1.8%
32-1210-610200	Capital Outlay-Equip/Software	63	-	-	-	-	-	-	0.0%
<b>1210</b>	<b>TOTAL CITY MANAGER'S OFFICE</b>	<b>2,204</b>	<b>-</b>	<b>1,468</b>	<b>-</b>	<b>1,494</b>	<b>1,494</b>	<b>1,494</b>	<b>1.8%</b>
<b>1220</b>	<b>HUMAN RESOURCES</b>								
32-1220-610200	Capital Outlay-Equip/Software	-	-	1,013	-	1,033	1,033	1,033	2.0%
<b>1220</b>	<b>TOTAL HUMAN RESOURCES</b>	<b>-</b>	<b>-</b>	<b>1,013</b>	<b>-</b>	<b>1,033</b>	<b>1,033</b>	<b>1,033</b>	<b>2.0%</b>
<b>1310</b>	<b>FINANCE</b>								
32-1310-610100	Capital Outlay-Computers	284	-	13,600	-	23,962	23,962	23,962	76.2%
32-1310-610200	Capital Outlay-Equip/Software	-	-	3,896	-	3,974	3,974	3,974	2.0%
<b>1310</b>	<b>TOTAL FINANCE</b>	<b>284</b>	<b>-</b>	<b>17,496</b>	<b>-</b>	<b>27,936</b>	<b>27,936</b>	<b>27,936</b>	<b>59.7%</b>
<b>1330</b>	<b>INFORMATION TECHNOLOGY</b>								
32-1330-534000	Lease Payment	64,183	68,272	68,272	68,272	58,712	58,712	58,712	-14.0%
32-1330-610200	Capital Outlay-Equip/Software	169,387	65,380	8,124	7,794	195,488	195,488	195,488	2306.3%
<b>1330</b>	<b>TOTAL INFORMATION TECHNOLOGY</b>	<b>233,570</b>	<b>133,652</b>	<b>76,396</b>	<b>76,066</b>	<b>254,200</b>	<b>254,200</b>	<b>254,200</b>	<b>232.7%</b>
<b>1410</b>	<b>CITY ATTORNEY</b>								
32-1410-610100	Capital Outlay-Computers	-	-	423	-	432	432	432	2.1%
<b>1410</b>	<b>TOTAL CITY ATTORNEY</b>	<b>-</b>	<b>-</b>	<b>423</b>	<b>-</b>	<b>432</b>	<b>432</b>	<b>432</b>	<b>2.1%</b>
<b>1510</b>	<b>MUNICIPAL COURT</b>								
32-1510-610100	Capital Outlay-Computers	560	-	4,114	-	4,196	4,196	4,196	2.0%
<b>1510</b>	<b>TOTAL MUNICIPAL COURT</b>	<b>560</b>	<b>-</b>	<b>4,114</b>	<b>-</b>	<b>4,196</b>	<b>4,196</b>	<b>4,196</b>	<b>2.0%</b>

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>2110</b>	<b>POLICE ADMINISTRATION</b>								
32-2110-534000	Lease Payment	12,832	12,832	-	-	-	-	-	0.0%
32-2110-610000	Capital Outlay-Vehicles	76,152	86,501	120,141	120,638	118,805	118,805	118,805	-1.1%
32-2110-610100	Capital Outlay-Computers	-	348	2,375	-	2,702	2,702	2,702	13.8%
32-2110-610107	Capital Outlay-MDT	3,078	582	65,188	-	84,500	84,500	84,500	29.6%
32-2110-610108	Capital Outlay-Radio Replacement	235,165	9,181	186,086	-	227,797	227,797	227,797	22.4%
32-2110-610200	Capital Outlay-Equip/Software	-	-	78,613	-	93,023	93,023	93,023	18.3%
32-2110-610201	Capital Outlay-Forensic Equipment	6,921	25,882	9,022	5,292	10,072	10,072	10,072	11.6%
<b>2110</b>	<b>TOTAL POLICE ADMINISTRATION</b>	<b>334,148</b>	<b>135,325</b>	<b>461,425</b>	<b>125,930</b>	<b>536,899</b>	<b>536,899</b>	<b>536,899</b>	<b>16.4%</b>
<b>2210</b>	<b>FIRE ADMINISTRATION</b>								
32-2210-610100	Capital Outlay-Computers	-	5,202	-	-	-	-	-	0.0%
32-2210-610107	Capital Outlay-MDT	-	40,483	-	-	-	-	-	0.0%
32-2210-610108	Capital Outlay-Radio Replacement	217,912	96,184	-	-	-	-	-	0.0%
<b>2210</b>	<b>TOTAL FIRE ADMINISTRATION</b>	<b>217,912</b>	<b>141,869</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>
<b>2310</b>	<b>COMMUNICATIONS</b>								
32-2310-610200	Capital Outlay-Equip/Software	2,694	6,295	153,488	-	169,201	169,201	169,201	10.2%
<b>2310</b>	<b>TOTAL COMMUNICATIONS</b>	<b>2,694</b>	<b>6,295</b>	<b>153,488</b>	<b>-</b>	<b>169,201</b>	<b>169,201</b>	<b>169,201</b>	<b>10.2%</b>
<b>3110</b>	<b>LIBRARY</b>								
32-3110-610100	Capital Outlay-Computers	2,949	1,667	13,103	3,000	12,745	12,745	12,745	-2.7%
<b>3110</b>	<b>TOTAL LIBRARY</b>	<b>2,949</b>	<b>1,667</b>	<b>13,103</b>	<b>3,000</b>	<b>12,745</b>	<b>12,745</b>	<b>12,745</b>	<b>-2.7%</b>
<b>4110</b>	<b>PLANNING</b>								
32-4110-610000	Capital Outlay-Vehicles	-	-	2,975	2,967	-	-	-	-100.0%
<b>4110</b>	<b>TOTAL PLANNING</b>	<b>-</b>	<b>-</b>	<b>2,975</b>	<b>2,967</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-100.0%</b>
<b>4210</b>	<b>BUILDING INSPECTION</b>								
32-4210-610000	Capital Outlay-Vehicles	26,765	-	18,439	-	21,227	21,227	21,227	15.1%
32-4210-610100	Capital Outlay-Computers	2,157	-	7,973	-	8,133	8,133	8,133	2.0%
<b>4210</b>	<b>TOTAL BUILDING INSPECTION</b>	<b>28,923</b>	<b>-</b>	<b>26,412</b>	<b>-</b>	<b>29,360</b>	<b>29,360</b>	<b>29,360</b>	<b>11.2%</b>

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>5110</b>	<b>PUBLIC WORKS</b>								
32-5110-534000	Lease Payment	49,403	-	-	-	-	-	-	0.0%
32-5110-610002	Capital Outlay-Maint Veh Repl	7,740	57,432	1,083,377	283,859	1,212,610	1,212,610	1,212,610	11.9%
32-5110-610003	Capital Outlay-Eng Veh Repl	-	-	80,728	-	80,725	80,725	80,725	0.0%
32-5110-610006	Capital Outlay-WW Veh Repl	-	-	126,487	60,000	104,539	104,539	104,539	-17.4%
32-5110-610007	Capital Outlay-Water Veh Repl	-	-	46,650	20,666	62,933	62,933	62,933	34.9%
32-5110-610031	Capital Outlay-Garage Vehicles	-	-	24,592	24,514	30,272	30,272	30,272	23.1%
32-5110-610101	Capital Outlay-Ops Computers	4,300	-	829	826	5,802	5,802	5,802	599.9%
32-5110-610102	Capital Outlay-Maint Computers	-	-	19,425	19,370	40,363	40,363	40,363	107.8%
32-5110-610103	Capital Outlay-Eng Computers	-	-	25,769	-	26,285	26,285	26,285	2.0%
32-5110-610131	Capital Outlay-Garage Computers	-	-	4,120	4,109	4,137	4,137	4,137	0.4%
32-5110-610201	Capital Outlay-Ops Equip/Software	-	-	121,518	121,178	-	-	-	-100.0%
32-5110-610203	Capital Outlay-Eng Equip/Software	8,232	1,766	23,029	5,262	12,145	12,145	12,145	-47.3%
32-5110-610204	Capital Outlay-WW Lab Equip	-	-	-	-	36,576	36,576	36,576	100.0%
<b>5110</b>	<b>TOTAL PUBLIC WORKS</b>	<b>69,674</b>	<b>59,199</b>	<b>1,556,524</b>	<b>539,784</b>	<b>1,616,387</b>	<b>1,616,387</b>	<b>1,616,387</b>	<b>3.8%</b>
<b>5162</b>	<b>FLEET</b>								
32-5162-562000	Pool Car	335	481	11,048	600	13,091	13,091	13,091	18.5%
<b>5162</b>	<b>TOTAL FLEET</b>	<b>335</b>	<b>481</b>	<b>11,048</b>	<b>600</b>	<b>13,091</b>	<b>13,091</b>	<b>13,091</b>	<b>18.5%</b>
	<b>TOTAL PUBLIC WORKS</b>	<b>70,009</b>	<b>59,680</b>	<b>1,567,572</b>	<b>540,384</b>	<b>1,629,478</b>	<b>1,629,478</b>	<b>1,629,478</b>	<b>3.9%</b>
<b>5164</b>	<b>FACILITIES</b>								
32-5164-610000	Capital Outlay Facilities Rep/Repl	146,211	115,160	160,940	131,064	309,731	309,731	309,731	92.5%
<b>5164</b>	<b>TOTAL FACILITIES</b>	<b>146,211</b>	<b>115,160</b>	<b>160,940</b>	<b>131,064</b>	<b>309,731</b>	<b>309,731</b>	<b>309,731</b>	<b>92.5%</b>
<b>FUND 32</b>	<b>TOTAL VEHICLES/EQUIP REPLACEMENT FUND</b>	<b>1,039,463</b>	<b>595,021</b>	<b>2,486,825</b>	<b>879,410</b>	<b>2,976,705</b>	<b>2,976,705</b>	<b>2,976,705</b>	<b>19.7%</b>
	ENDING FUND BALANCE	1,176,384	1,431,306	-	1,699,238	-	-	(0)	100.0%

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# DISCONTINUED FUNDS



## FUND 05: EMS Fund - Fire

	<u>16-17</u>	<u>17-18</u>	<u>18-19</u>
BUDGETED STAFF FTE:	0.00	0.00	0.00

### Description

The EMS Fund previously received funding primarily through user fees. Following a Fire-based EMS model (the most common model utilized in the U.S.), all NFD career staff were cross-trained, dual-role personnel (firefighter –paramedics) allowing for integrated staffing and the best use of resources. In other words, EMS supported fire suppression and fire suppression supports EMS. Without the funds provided by EMS, NFD would not be able to provide the current level of both fire protection and EMS to the community.

As the Fire Department completed the second year of the two-year functional consolidation with TVF&R on June 30, 2018, the majority of EMS activity ended for 2018-19. The revenue anticipated in the FY18-19 budget for the City represents the collection of outstanding debt as of June 30, 2016 (activity provided by the EMS Division while under the City's operation). The expenditures represent an ongoing contribution toward Administrative Support Services and contractual payments to TVF&R per the Intergovernmental Agreement.

### Significant Changes

The City has completed its two-year contract with TVF&R and both districts have voted for Newberg's fire services to be annexed into TVF&R.

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>FUND 05</b>	<b>EMERGENCY MEDICAL SERVICES (EMS)</b>								
	<b>REVENUES</b>								
05-0000-300000	Beg F/B-Net Working Capital	806,952	1,245,742	79,659	79,659	-	-	-	-100.0%
05-0000-334000	Miscellaneous Grants	10,072	-	-	-	-	-	-	0.0%
05-0000-338010	Reimbursed Costs - Conflagration	58,377	-	-	-	-	-	-	0.0%
05-0000-348000	User Fees	2,105,994	354,158	30,000	18,997	-	-	-	-100.0%
05-0000-348002	Firedem Memberships	60,538	-	-	-	-	-	-	0.0%
05-0000-360000	Miscellaneous Revenues	624	-	-	-	-	-	-	0.0%
05-0000-361000	Interest Earned	6,884	6,053	1,200	1,000	-	-	-	-100.0%
05-0000-367000	Contrib-Spec & Private	20,520	-	-	-	-	-	-	0.0%
05-0000-380000	Loan Proceeds	-	-	500,000	500,000	-	-	-	-100.0%
<b>FUND 05</b>	<b>TOTAL REVENUES</b>	<b>3,069,961</b>	<b>1,605,953</b>	<b>610,859</b>	<b>599,656</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-100.0%</b>
<b>2250</b>	<b>EMERGENCY MEDICAL SERVICES</b>								
05-2250-410000	Administrative Salaries	103,376	-	-	-	-	-	-	0.0%
05-2250-420000	Clerical Salaries	35,859	-	-	-	-	-	-	0.0%
05-2250-431000	Salaries & Wages	591,074	-	-	-	-	-	-	0.0%
05-2250-435000	Overtime	114,885	-	-	-	-	-	-	0.0%
05-2250-435001	Holiday Bank	36,238	-	-	-	-	-	-	0.0%
05-2250-436000	Standby Pay	4,942	-	-	-	-	-	-	0.0%
05-2250-438000	Longevity	1,360	-	-	-	-	-	-	0.0%
05-2250-440000	Misc Fringe Benefits	640	-	-	-	-	-	-	0.0%
05-2250-441000	FICA/Medicare	66,545	-	-	-	-	-	-	0.0%
05-2250-442000	Workers Compensation	32,002	-	-	-	-	-	-	0.0%
05-2250-443000	Unemployment/Transit Tax	2,736	-	-	-	-	-	-	0.0%
05-2250-444000	Retirement-PERS	144,647	(444)	-	-	-	-	-	0.0%
05-2250-444002	Retirement-Pension Bond	26,947	-	-	-	-	-	-	0.0%
05-2250-445000	Health/Life/LTD	124,377	4	-	-	-	-	-	0.0%
	<b>Total Personnel Services</b>	<b>1,285,628</b>	<b>(440)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>
05-2250-510000	Office Supplies	1,054	-	-	-	-	-	-	0.0%
05-2250-511000	Postage	136	-	-	-	-	-	-	0.0%
05-2250-512000	Uniforms	3,949	-	-	-	-	-	-	0.0%
05-2250-515000	Printing & Advertising	3,481	-	-	-	-	-	-	0.0%
05-2250-520000	Dues & Meetings	934	-	-	-	-	-	-	0.0%
05-2250-523000	Supplies & Equipment	33,730	11,490	-	-	-	-	-	0.0%
05-2250-523006	Medical Supplies	52,298	-	-	-	-	-	-	0.0%
05-2250-523007	RX Supplies	14,373	-	-	-	-	-	-	0.0%
05-2250-524000	Safety Program	675	-	-	-	-	-	-	0.0%
05-2250-525000	Travel & Training	13,687	-	-	-	-	-	-	0.0%
05-2250-532000	Bank Fees	447	-	-	-	-	-	-	0.0%
05-2250-533000	Contractual Services	-	456,765	30,000	18,997	-	-	-	-100.0%
05-2250-533011	EMS Grants	8,734	-	-	-	-	-	-	0.0%
05-2250-533045	Maintenance Agreements	18,196	-	-	-	-	-	-	0.0%
05-2250-535001	Billing Services	103,500	-	-	-	-	-	-	0.0%
05-2250-535002	Medical Services	6,700	-	-	-	-	-	-	0.0%
05-2250-540000	Utilities	16,093	976	-	-	-	-	-	0.0%
05-2250-551000	Books & Publications	515	-	-	-	-	-	-	0.0%
05-2250-559000	Refunds	-	19,290	-	-	-	-	-	0.0%
05-2250-562000	Fuel	14,492	-	-	-	-	-	-	0.0%
05-2250-563000	Vehicle Maintenance	33,583	-	-	-	-	-	-	0.0%
05-2250-566000	Equip Repair & Maintenance	16,538	-	-	-	-	-	-	0.0%
05-2250-575000	Bond Registration Costs	261	-	-	-	-	-	-	0.0%
05-2250-580000	Professional Services	30,324	-	-	-	-	-	-	0.0%
05-2250-590000	Internal Chrg-Admin Support Services	79,835	200,000	200,000	200,000	-	-	-	-100.0%
05-2250-590005	Internal Chrg-Communications Charge	4,225	-	-	-	-	-	-	0.0%
05-2250-590006	Internal Chrg-Network Upgrade	6,742	-	-	-	-	-	-	0.0%
05-2250-590007	Internal Chrg-MDT	5,000	-	-	-	-	-	-	0.0%
05-2250-590008	Internal Chrg-Radio Replace	10,928	-	-	-	-	-	-	0.0%
05-2250-596000	Volunteer Costs	20,937	-	-	-	-	-	-	0.0%
05-2250-596001	Volunteer Training	6,290	-	-	-	-	-	-	0.0%
05-2250-596002	Volunteer LOSAP	7,500	-	-	-	-	-	-	0.0%
	<b>Total Materials and Services</b>	<b>515,158</b>	<b>688,522</b>	<b>230,000</b>	<b>218,997</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-100.0%</b>
05-2250-610005	Capital Outlay-EMS	23,432	-	-	-	-	-	-	0.0%
	<b>Total Capital Outlay</b>	<b>23,432</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>
<b>2250</b>	<b>TOTAL EMERGENCY MEDICAL SERVICES</b>	<b>1,824,219</b>	<b>688,082</b>	<b>230,000</b>	<b>218,997</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-100.0%</b>

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>9130</b>	<b>SPECIAL PAYMENTS</b>								
05-9130-601000	TVFR Loan	-	500,000	-	-	-	-	-	0.0%
<b>9130</b>	<b>TOTAL SPECIAL PAYMENTS</b>	-	<b>500,000</b>	-	-	-	-	-	<b>0.0%</b>
<b>9170</b>	<b>TRANSFERS</b>								
05-9170-901000	Transfer Out-General Fund	-	338,212	380,859	380,659	-	-	-	-100.0%
<b>9170</b>	<b>TOTAL TRANSFERS</b>	-	<b>338,212</b>	<b>380,859</b>	<b>380,659</b>	-	-	-	<b>-100.0%</b>
<b>9180</b>	<b>RESERVES</b>								
05-9180-800000	Contingency	-	-	-	-	-	-	-	0.0%
<b>9180</b>	<b>TOTAL RESERVES</b>	-	-	-	-	-	-	-	<b>0.0%</b>
<b>FUND 05</b>	<b>TOTAL EMS FUND</b>	<b>1,824,219</b>	<b>1,526,294</b>	<b>610,859</b>	<b>599,656</b>	-	-	-	<b>-100.0%</b>
	ENDING FUND BALANCE	1,245,742	79,659	-	-	-	-	-	0.0%

## FUND 25: PERS Rate Stabilization Fund

	<u>16-17</u>	<u>17-18</u>	<u>18-19</u>
BUDGETED STAFF FTE:	0.00	0.00	0.00

### Description

The PERS Rate Stabilization Reserve Fund was a new fund in FY 2016-17. This fund was created to offset future PERS contribution rate increases, which are expected to increase. The employer contribution rates are set in two-year increments. The creation of this reserve fund was not only fiscally prudent but was also a favorable position for the City for future credit ratings.

### Significant Changes

The reserves saved in this fund in FY17 were transferred back to the funds in FY18.

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>FUND 25</b>	<b>PERS RATE STABILIZATION RESERVE FUND</b>								
	<b>REVENUES</b>								
25-0000-300000	Beg F/B-Net Working Capital	-	-	179,840	179,840	-	-	-	-100.0%
25-0000-361000	Interest Earned	-	1,085	1,600	1,600	-	-	-	-100.0%
25-0000-390001	Transfer In-General Fund	-	142,652	-	-	-	-	-	0.0%
25-0000-390002	Transfer In-Street Fund	-	2,821	-	-	-	-	-	0.0%
25-0000-390006	Transfer In-Wastewater Fund	-	2,821	-	-	-	-	-	0.0%
25-0000-390007	Transfer In-Water Fund	-	2,821	-	-	-	-	-	0.0%
25-0000-390008	Transfer In-Building Inspection Fund	-	645	-	-	-	-	-	0.0%
25-0000-390017	Transfer In-Stormwater Fund	-	2,821	-	-	-	-	-	0.0%
25-0000-390031	Transfer In-Admin Support Services	-	24,174	-	-	-	-	-	0.0%
<b>FUND 25</b>	<b>TOTAL REVENUES</b>	-	179,840	181,440	181,440	-	-	-	-100.0%
<b>9170</b>	<b>TRANSFERS</b>								
25-9170-901000	Transfer Out-General Fund	-	-	144,793	144,793	-	-	-	-100.0%
25-9170-902000	Transfer Out-Street Fund	-	-	2,864	2,864	-	-	-	-100.0%
25-9170-906000	Transfer Out-Wastewater Fund	-	-	2,864	2,864	-	-	-	-100.0%
25-9170-907000	Transfer Out-Water Fund	-	-	2,864	2,864	-	-	-	-100.0%
25-9170-908000	Transfer Out-Building Inspection Fund	-	-	654	654	-	-	-	-100.0%
25-9170-917000	Transfer Out-Stormwater Fund	-	-	2,864	2,864	-	-	-	-100.0%
25-9170-931000	Transfer Out-Admin Support Services	-	-	24,537	24,537	-	-	-	-100.0%
<b>9170</b>	<b>TOTAL TRANSFERS</b>	-	-	181,440	181,440	-	-	-	-100.0%
<b>FUND 25</b>	<b>TOTAL PERS STABILIZATION RESERVE FUND</b>	-	-	181,440	181,440	-	-	-	-100.0%
	ENDING FUND BALANCE	-	179,840	-	-	-	-	-	0.0%

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>FUND 26</b>	<b>WASTEWATER CIP RESERVE FUND REVENUES</b>								
26-0000-300000	Beg F/B-Net Working Capital	6,446,100	-	-	-	-	-	-	0.0%
<b>FUND 26</b>	<b>TOTAL REVENUES</b>	<b>6,446,100</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>
<b>9170</b>	<b>TRANSFERS</b>								
26-9170-906000	Transfer Out-Wastewater Fund	6,446,100	-	-	-	-	-	-	0.0%
<b>9170</b>	<b>TOTAL TRANSFERS</b>	<b>6,446,100</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>
<b>FUND 26</b>	<b>TOTAL WASTEWATER CIP RESERVE FUND</b>	<b>6,446,100</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>
	ENDING FUND BALANCE	-	-	-	-	-	-	-	0.0%
<b>FUND 27</b>	<b>WATER CIP RESERVE FUND REVENUES</b>								
27-0000-300000	Beg F/B-Net Working Capital	5,151,846	-	-	-	-	-	-	0.0%
<b>FUND 27</b>	<b>TOTAL REVENUES</b>	<b>5,151,846</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>
<b>9170</b>	<b>TRANSFERS</b>								
27-9170-907000	Transfer Out-Water Fund	5,151,846	-	-	-	-	-	-	0.0%
<b>9170</b>	<b>TOTAL TRANSFERS</b>	<b>5,151,846</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>
<b>FUND 27</b>	<b>TOTAL WATER CIP RESERVE FUND</b>	<b>5,151,846</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>
	ENDING FUND BALANCE	-	-	-	-	-	-	-	0.0%
<b>FUND 28</b>	<b>STORMWATER CIP RESERVE FUND REVENUES</b>								
28-0000-300000	Beg F/B-Net Working Capital	684,702	-	-	-	-	-	-	0.0%
<b>FUND 28</b>	<b>TOTAL REVENUES</b>	<b>684,702</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>
<b>9170</b>	<b>TRANSFERS</b>								
28-9170-917000	Transfer Out-Stormwater Fund	684,702	-	-	-	-	-	-	0.0%
<b>9170</b>	<b>TOTAL TRANSFERS</b>	<b>684,702</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>
<b>FUND 28</b>	<b>TOTAL STORMWATER CIP RESERVE FUND</b>	<b>684,702</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>
	ENDING FUND BALANCE	-	-	-	-	-	-	-	0.0%

## FUND 33: Fire & EMS Equipment Fee Fund

	<u>16-17</u>	<u>17-18</u>	<u>18-19</u>
BUDGETED STAFF FTE:	0.00	0.00	0.00

### Description

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.

### Significant Changes

On July 1, 2016 this fee was suspended from all utility customers and the beginning fund balance was used to support the contract with Tualatin Valley Fire & Rescue District.

## FUND 36: Wastewater Financed Capital Improvement Projects Fund

	<u>16-17</u>	<u>17-18</u>	<u>18-19</u>
BUDGETED STAFF FTE:	0.00	0.00	0.00

### Description

The Engineering Services Department managed the wastewater treatment plan upgrade project over the last five budget cycles. The project was completed early spring of 2016.

### Significant Changes

None

ACCOUNT #	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	ADOPTED 2017-18	PROJECTED 2017-18	PROPOSED 2018-19	APPROVED 2018-19	ADOPTED 2018-19	Adopted vs. Adopted
<b>FUND 33</b>	<b>FIRE &amp; EMS EQUIPMENT FEE FUND</b>								
	<b>REVENUES</b>								
33-0000-300000	Beg F/B-Net Working Capital	246,483	371,152	-	-	-	-	-	0.0%
33-0000-347000	Fire Truck Fees	134,035	(197)	-	-	-	-	-	0.0%
33-0000-361000	Interest Earned	1,814	1,602	-	-	-	-	-	0.0%
<b>FUND 33</b>	<b>TOTAL REVENUES</b>	<b>382,331</b>	<b>372,557</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>
<b>2210</b>	<b>FIRE ADMINISTRATION</b>								
33-2210-533000	Contractual Services	-	372,557	-	-	-	-	-	0.0%
33-2210-534000	Lease Payments	11,179	-	-	-	-	-	-	0.0%
	Total Materials and Services	11,179	372,557	-	-	-	-	-	0.0%
<b>2210</b>	<b>TOTAL FIRE ADMINISTRATION</b>	<b>11,179</b>	<b>372,557</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>
<b>FUND 33</b>	<b>TOTAL FIRE &amp; EMS EQUIP FEE FUND</b>	<b>11,179</b>	<b>372,557</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>
	ENDING FUND BALANCE	371,152	-	-	-	-	-	-	0.0%
<b>FUND 36</b>	<b>WASTEWATER FINANCED CIP'S FUND</b>								
	<b>REVENUES</b>								
36-0000-300000	Beg F/B-Net Working Capital	(749,100)	-	-	-	-	-	-	0.0%
36-0000-393003	Interim Fin-WWTP CWSRLF	1,184,122	-	-	-	-	-	-	0.0%
<b>FUND 36</b>	<b>TOTAL REVENUES</b>	<b>435,022</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>
<b>5150</b>	<b>WASTEWATER CAPITAL PROJECTS</b>								
36-5150-706400	WWTP RRE Ph 1 & 2 Design	56,887	-	-	-	-	-	-	0.0%
36-5150-706401	WWTP RRE Construction	378,135	-	-	-	-	-	-	0.0%
<b>5150</b>	<b>TOTAL CAPITAL PROJECTS</b>	<b>435,022</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>
<b>FUND 36</b>	<b>TOTAL WASTEWATER FINANCED CIP'S FUND</b>	<b>435,022</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>
	ENDING FUND BALANCE	-	-	-	-	-	-	-	0.0%



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# GLOSSARY

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**Adopted budget.** Financial plan that is the basis for appropriations. Adopted by the governing body (ORS 294.456, renumbered from 294.435).

**Appropriation.** Authorization for spending a specific amount of money for a specific purpose during a fiscal year. It is based on the adopted budget, including supplemental budgets, if any. It is presented in a resolution or ordinance adopted by the governing body [ORS 294.311(3)].

**Approved budget.** The budget that has been approved by the budget committee. The data from the approved budget is published in the Financial Summary before the budget hearing (ORS 294.428, renumbered from 294.406).

**Balanced budget.** A budget in which the resources equal the requirements in every fund.

**Budget.** Written report showing the local government's comprehensive financial plan for one fiscal year. It must include a balanced statement of actual revenues and expenditures during each of the last two years, and estimated revenues and expenditures for the current and upcoming year [ORS 294.311(5)].

**Capital outlay.** Items which generally have a useful life of one or more years, such as machinery, land, furniture, equipment, or buildings [ORS 294.388(4), renumbered from 294.352(4)].

**Capital projects fund.** A fund used to account for resources, such as bond sale proceeds, to be used for major capital item purchase or construction [OAR 150-294.352(1)].

**Contingency.** A budgetary account used to appropriate resources that can be used to address events or service needs that were unanticipated during budget development. With City Council adoption of a transfer resolution or supplemental budget resolution, a budget appropriation is transferred from the Contingency Account to an operating program from which expenditures can be incurred.

**Debt service fund.** A fund established to account for payment of general long-term debt principal and interest [OAR 150-294.352(1)].

**Enterprise fund.** A fund established to account for operations that are financed and operated in a manner similar to private business enterprises. They are usually self-supporting. Examples of enterprise funds are those for water, gas, and electric utilities, swimming pools, airports, parking garages, transit systems, and ports [OAR 150-294.352(1)-(A)].

**Expenditures.** Total amount incurred if accounts are kept on an accrual basis; total amount paid if accounts are kept on a cash basis [ORS 294.311(16)].

**Fiscal year.** A 12-month period to which the annual operating budget applies. The fiscal year is July 1 through June 30 for local governments [ORS 294.311(17)].

**Fund.** A fiscal and accounting entity with self-balancing accounts to record cash and other financial resources, related liabilities, balances and changes, all segregated for specific, regulated activities and objectives.

**Fund Balance.** For budget purposes, the Fund Balance is the sum of 1) the Contingency account, 2) Reserve for specific future expenditures, and 3) the Unappropriated Ending Fund Balance. The Fund Balance is also known as Working Capital. For accounting purposes, the Fund Balance, as reflected in the Comprehensive Annual Financial Report, is identified in the Statement of Revenues, Expenditures and Changes in Fund Balance – Budget and Actual.

**General fund.** A fund used to account for most fiscal activities except for those activities required to be accounted for in another fund [OAR 150-294.352(1)-(A)].

**Interfund transfers.** Budgeted transfers of resources from one fund to another. The fund making the transfer shows the amount transferred as a budget requirement. The fund receiving the transfer shows it as a fund resource. If the money is

to be expended, the fund receiving the transfer also shows that expenditure as a requirement. In that case, the money may be said to be “counted twice” in the budget; once as the transfer out and once as the actual expenditure.

**Internal service fund.** A fund used to account for fiscal activities when goods or services are provided by one department or agency to other departments or agencies on a cost-reimbursement basis (ORS 294.343, renumbered from 294.470).

**Local option tax.** Voter-approved taxing authority that is in addition to the taxes generated by the permanent tax rate. Local option taxes can be for general operations, a specific purpose or capital projects. It is limited to five years unless it is for a capital project, then it is limited to the useful life of the project or 10 years, whichever is less [Art. XI, section 11(4)].

**Materials and services.** Expenses include contractual services (such as attorney or accountant fees), materials (such as office supplies, fuel, or repair parts), and other operating expenses (such as utilities, lease payments, fire insurance, or travel).

**Measure 5.** A constitutional amendment (Art. XI, section 11b) passed in 1990 that limits the amount of operating tax that can be imposed on a property to \$5 per \$1,000 of real market value for education and \$10 per 1,000 for general government.

**Measure 50.** A constitutional amendment (Art. XI, section 11) passed in 1997 that limits the growth in a property's maximum assessed value to 3% per year. It also limits a local government's taxing authority by creating permanent rate limits.

**Personnel services expenses.** Expenses related to the compensation of salaried employees, such as, health and accident insurance premiums, Social Security and retirement contributions, civil service assessments.

**Program.** A group of related activities to accomplish a major service or function for which the local government is responsible [ORS 294.311(33)].

**Proposed budget.** Financial plan prepared by the budget officer. All funds must balance. It is submitted to the public and the budget committee for review.

**Reserve for Future Expenditures or Debt Service Accounts.** A line item requirement which identifies funds to be set aside for use in future fiscal years, generally for specific, restricted purposes, or set aside due to uncertainties in certain revenue sources but available for any purpose after uncertainties are satisfied. Reserves are generally identified by City Council or management, but can also be restricted by external authorities, such as for debt service, depending on the specific fund.

**Reserve fund.** Established to accumulate money from year to year for a specific purpose, such as purchase of new equipment (ORS 294.346, renumbered from 294.525).

**Special payment.** A budget expenditure category for pass-through payments, grants made to other organizations and other one-time or unusual expenditures that do not fall into the other categories of personal services, materials and services, capital outlay, etc.

**Special revenue fund.** A fund used to account for the proceeds of specific revenue sources (other than special assessments, expendable trusts, or major capital projects) that are legally restricted to expenditure for specific purposes [OAR 150-294.352(1)-(A)].

**Unappropriated ending fund balance.** Amount set aside in the budget to be carried over to the next year's budget. It provides the local government with cash until tax money or other revenues are received later in the year. This amount cannot be transferred by resolution or used through a supplemental budget, unless necessitated by a qualifying emergency (ORS 294.398, renumbered from 294.371; ORS 294.481, renumbered from 294.455).



# APPENDIX

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# Pamplin MediaGroup

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E-mail: [legals@commnewspapers.com](mailto:legals@commnewspapers.com)

## AFFIDAVIT OF PUBLICATION

State of Oregon, County of Yamhill, SS I,  
Charlotte Allsop, being the first duly sworn,  
depose and say that I am the Accounting  
Manager of the **Newberg Graphic**, a newspa-  
per of general circulation, serving Newberg  
in the aforesaid county and state, as defined  
by ORS 193.010 and 193.020, that

### City of Newberg

#### Public Notice:

#### Budget Committee of the City of Newberg Meeting. Fiscal Year

July 1, 2018 to June 30, 2019.

Ad#: 40171

A copy of which is hereto annexed, was  
published in the entire issue of said  
newspaper(s) for 1 week(s) in the  
following issue(s):

04/04/2018

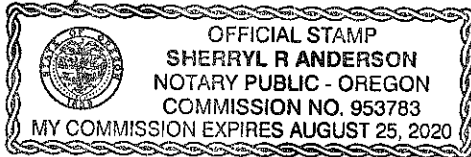
*Charlotte Allsop*

Charlotte Allsop (Accounting Manager)

Subscribed and sworn to before me this  
04/04/2018.

*Sherryl R. Anderson*

NOTARY PUBLIC FOR OREGON



Acct #: 102540

#### Attn:

NEWBERG, CITY OF  
PO BOX 970  
NEWBERG, OR 97132

#### NOTICE OF BUDGET COMMITTEE MEETING

A public meeting of the Budget Committee of the City of Newberg, Yamhill County, State of Oregon, to discuss the budget for the fiscal year July 1, 2018 to June 30, 2019, will be held at the Newberg Public Safety Building, 401 E. Third Street, Newberg, Oregon. The meeting will take place on April 17, 2018 at 6:30 p.m. The purpose of the meeting is to receive the budget message and to receive comment from the public on the budget. This is a public meeting where deliberation of the Budget Committee will take place. Any person may appear at the meeting and discuss the proposed programs with the Budget Committee. A copy of the budget document may be inspected or obtained on or after April 11, 2018 at Newberg City Hall, 414 E. First Street, Newberg, Oregon, between the hours of 8:30 a.m. and 4:30 p.m. A copy will also be available for review at the Newberg Public Library at 503 E. Hancock Street, Newberg, OR. To view the budget online beginning April 11, 2018, visit <http://www.newbergoregon.gov>.

Additional meetings will be scheduled as needed with notification posted in the same manner as Council meetings. The Budget Committee calendar is maintained on the City website as referenced above.

Matt Zook  
Finance Director  
City of Newberg  
Published April 4, 2018

40171

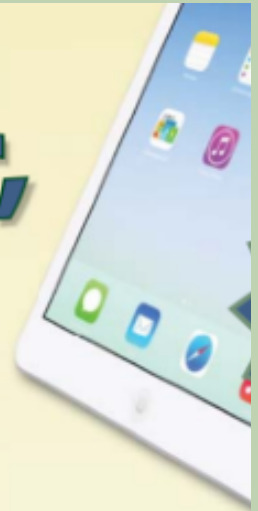




# City of Newberg

## Featured

# If I Were Mayor, I Would... Student Contest



*What would it be like if youth were to lead the city? - Student Contest*

## What's New

- **PUBLIC HEARING - Uses of State Revenue Sharing for FY18-19**  
PUBLIC HEARING concerning possible uses of State Revenue Sharing funds to be received for fiscal year July 1, 2018 to June 30, 2019 will be held...
- **Budget Committee Meeting**  
NOTICE OF BUDGET COMMITTEE MEETING on April 17, 2018 at 6:30 p.m. to discuss the City Budget for the fiscal year 2018-19. The purpose of the meeting...
- **Dolores (Flim Screening)**  
Saturday, March 31 @ 2:00 PM Film Screening of the Film "Dolores", followed by Q& A discussion. Dolores Huerta is among the most important, yet...
- **Splash Partnership Under Cover**



# City of Newberg

## Budget Committee Meeting

### Calendar Date:

Tuesday, April 17, 2018 - 6:30pm

[Add this event to your Outlook calendar \(iCal\).](#)

[Add this event to your Google calendar](#)

## NOTICE

### Budget Committee Meeting

**Tuesday, April 17, 2018 at 6:30 PM**

*Newberg Public Safety Building: 401 E Third Street, Newberg OR*

A public meeting of the Budget Committee of the City of Newberg, Yamhill County, State of Oregon, to discuss the budget for the fiscal year July 1, 2018 to June 30, 2019, will be held at the Newberg Public Safety Building, 401 E. Third Street, Newberg, Oregon. The meeting will take place on April 17, 2018 at 6:30 p.m. The purpose of the meeting is to receive the budget message and to receive comment from the public on the budget.

This is a public meeting where deliberation of the Budget Committee will take place. Any person may appear at the meeting and discuss the proposed programs with the Budget Committee.

A copy of the budget document may be inspected or obtained on or after April 11, 2018 at Newberg City Hall, 414 E. First Street, Newberg, Oregon, between the hours of 8:30 a.m. and 4:30 p.m. A copy will also be available for review at the Newberg Public Library at 503 E. Hancock Street, Newberg, OR.

To view the budget online beginning April 11, 2018, visit [City of Newberg's Annual Budget webpage](#).

Additional meetings will be scheduled as needed with notification posted in the same manner as Council meetings. The Budget Committee calendar is maintained on the City

website as referenced above.

## City of Newberg Annual Budget

### Location

Public Safety Building  
401 E. Third St  
Newberg, OR 97132  
See map: [Google Maps](#)  
Oregon



## Budget Committee

Matt Zook, Finance Director  
414 E. First Street  
Newberg, OR 97132  
503-537-1205  
[email](#)

## Agendas/Minutes

## Upcoming Events

Budget Committee Meeting - 04/17/2018 - 6:30pm

[Budget Committee Meeting](#) - 04/24/2018 - 6:30pm

[PUBLIC HEARING - Uses of State Revenue Sharing for FY18-19](#) - 04/24/2018 - 6:30pm

[View the Budget Committee Calendar](#)

[Home](#) [Contact Us](#) [Staff Login](#) [Staff E-mail](#)

Newberg City Hall | 414 E. First Street | Newberg, OR 97132 | (503) 538-9421 | M-F 8:30-4:30PM

 [Select Language](#) ▼



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## AFFIDAVIT OF PUBLICATION

State of Oregon, County of Yamhill, SS I,  
Charlotte Allsop, being the first duly sworn,  
depose and say that I am the Accounting  
Manager of the **Newberg Graphic**, a newspa-  
per of general circulation, serving Newberg  
in the aforesaid county and state, as defined  
by ORS 193.010 and 193.020, that

### City of Newberg

#### Public Notice:

#### Budget Committee Public Hearing Notice:

#### Uses of State Revenue Sharing Funds:

#### Fiscal Year July 1, 2018 to June 30, 2019.

Ad#: 40172

A copy of which is hereto annexed, was  
published in the entire issue of said  
newspaper(s) for 1 week(s) in the  
following issue(s):

04/04/2018

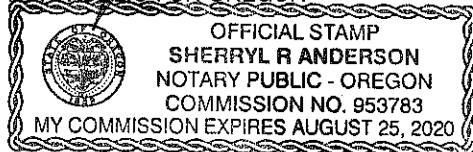
*Charlotte Allsop*

Charlotte Allsop (Accounting Manager)

Subscribed and sworn to before me this  
04/04/2018.

*Sherryl R Anderson*

NOTARY PUBLIC FOR OREGON



Acct #: 102540

#### Attn:

NEWBERG, CITY OF  
PO BOX 970  
NEWBERG, OR 97132

### CITY OF NEWBERG PUBLIC HEARING

A Public Hearing concerning possible uses of State Revenue Sharing funds to be re-  
ceived for fiscal year July 1, 2018 to June 30, 2019 will be held before the Budget  
Committee on April 24, 2018, during their meeting which will begin at 6:30 p.m. at the  
Newberg Public Safety Building, 401 E. Third Street, Newberg, Oregon. The public is  
invited to comment on the possible uses of State Revenue Sharing funds. This notice  
is also posted at <http://www.newbergoregon.gov>. Written testimony can be mailed to  
City of Newberg, Attn: Sue Ryan, City Recorder, PO Box 970, Newberg, Oregon, 97132,  
or emailed to [cityrecorder@newbergoregon.gov](mailto:cityrecorder@newbergoregon.gov).

Matt Zook  
Finance Director  
City of Newberg  
Published April 4, 2018

40172

# Pamplin MediaGroup

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per of general circulation, serving Newberg  
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### City of Newberg

#### Public Notice:

**City of Newberg Public Hearing: Proposed  
uses of State Revenue Sharing Funds:  
Fiscal Year 2018-2019.**

**Ad#: 50090**

A copy of which is hereto annexed, was  
published in the entire issue of said  
newspaper(s) for 1 week(s) in the  
following issue(s):  
**05/30/2018**

### CITY OF NEWBERG PUBLIC HEARING NOTICE

A Public Hearing concerning proposed uses of State Revenue Sharing funds to be received for fiscal year July 1, 2018 to June 30, 2019 will be held before the City Council on June 4, 2018, during their meeting which will begin at 7:00 p.m. at the Newberg Public Safety Building, 401 E. Third Street, Newberg, Oregon. The public is invited to comment on the proposed uses of State Revenue Sharing funds. This notice is also posted at <http://www.newbergoregon.gov>. Written testimony can be mailed to City of Newberg, Attn: Sue Ryan, City Recorder, PO Box 970, Newberg, Oregon, 97132, or emailed to [cityrecorder@newbergoregon.gov](mailto:cityrecorder@newbergoregon.gov).

**Matt Zook**  
Finance Director  
City of Newberg  
Publish May 30, 2018

50090

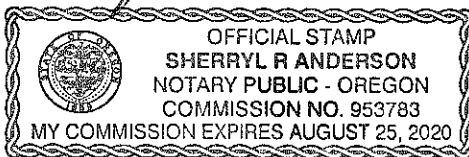
*Charlotte Allsop*

Charlotte Allsop (Accounting Manager)

Subscribed and sworn to before me this  
05/30/2018.

*Sherryl R Anderson*

NOTARY PUBLIC FOR OREGON



Acct #: 102540

#### Attn:

NEWBERG, CITY OF  
PO BOX 970  
NEWBERG, OR 97132

# Pamplin MediaGroup

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E-mail: [legals@commnewspapers.com](mailto:legals@commnewspapers.com)

## AFFIDAVIT OF PUBLICATION

State of Oregon, County of Yamhill, SS I,  
Kathy Snyder, being the first duly sworn, de-  
pose and say that I am the Accounting Man-  
ager of the **Newberg Graphic**, a newspaper of  
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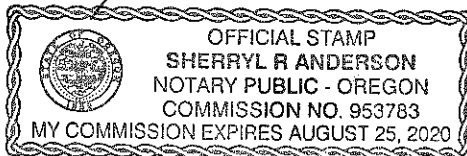
**Owner: City of Newberg**  
**Description: Public Notice:**  
**Newberg City Council**  
**Notice of Public Budget Meeting:**  
**Financial Summary Form LB-1: Fiscal Year**  
**Beginning July 1, 2018.**  
**Ad#: 49957**

A copy of which is hereto annexed, was  
published in the entire issue of said  
newspaper for 1 week(s) in the  
following issue(s):  
**05/30/2018**

*Kathy Snyder*  
Kathy Snyder (Accounting Manager)

Subscribed and sworn to before me this  
05/30/2018.

*Sherryl R Anderson*  
NOTARY PUBLIC FOR OREGON



Acct #: 102540

**Attn:**  
**NEWBERG, CITY OF**  
**PO BOX 970**  
**NEWBERG, OR 97132**

### FORM LB-1

### NOTICE OF BUDGET HEARING

A public meeting of the Newberg City Council will be held on June 4, 2018 at 7:00 pm at the Public Safety Building, 401 E. Third Street, Newberg, Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2018 as approved by the City of Newberg Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at City Hall, 414 E. First Street, between the hours of 8:30 a.m. and 4:30 p.m. and at the Newberg Public Library, 503 E Hancock St, during their hours of operation. It can also be viewed online at [www.newbergoregon.gov/finance/page/annual-budget](http://www.newbergoregon.gov/finance/page/annual-budget). This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same the preceding year.

Contact: Malt Zook, Finance Director

Telephone: (503) 538-9421

Email: [finance@newbergoregon.gov](mailto:finance@newbergoregon.gov)

FINANCIAL SUMMARY - RESOURCES			
TOTAL OF ALL FUNDS	Actual Amount 2016-17	Adopted Budget This Year 2017-18	Approved Budget Next Year 2018-19
Beginning Fund Balance/Net Working Capital	39,874,311	37,027,145	40,297,511
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	19,959,399	22,347,229	20,377,360
Federal, State and all Other Grants, Gifts, Allocations and Donations	4,401,921	5,023,518	4,755,764
Revenue from Bonds and Other Debt	0	2,239,616	195,000
Interfund Transfers / Internal Service Reimbursements	11,663,950	21,845,066	18,641,197
All Other Resources Except Current Year Property Taxes	3,401,053	3,243,752	3,383,784
Current Year Property Taxes Estimated to be Received	7,708,562	7,861,660	4,789,016
<b>Total Resources</b>	<b>86,559,195</b>	<b>99,587,986</b>	<b>93,039,631</b>

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
Personnel Services	14,948,707	17,112,011	17,666,290
Materials and Services	15,713,497	17,505,071	14,231,554
Capital Outlay	4,944,643	18,203,598	14,664,429
Debt Service	4,847,575	4,608,437	4,745,975
Interfund Transfers	5,373,029	14,890,720	11,084,748
Contingencies	0	11,648,870	14,010,375
Special Payments	519,813	1,318,801	1,265,566
Unappropriated Ending Balance & Reserved for Future Expenditure	0	14,300,478	15,370,695
<b>Total Requirements</b>	<b>46,347,263</b>	<b>99,587,986</b>	<b>93,039,631</b>

FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM *			
Name of Organizational Unit or Program FTE for that unit or program			
Fire	4,925,194	4,066,703	0
FTE	1.00	0.00	0.00
Police	6,546,008	7,712,986	7,967,148
FTE	38.50	38.50	38.50
Communications	1,428,435	4,075,918	1,954,681
FTE	11.25	11.25	.25
Municipal Court	360,869	316,245	333,580
FTE	1.83	1.83	1.83
Library	1,568,517	1,940,274	2,015,727
FTE	12.44	12.44	12.44
Planning & Building	1,400,881	2,066,169	1,949,450
FTE	8.65	8.65	8.65
PW Engineering	4,427,930	4,630,067	5,295,559
FTE	8.50	10.50	10.50
PW Street Maintenance	721,014	1,840,525	2,026,194
FTE	1.59	2.60	2.60
PW Wastewater	3,045,922	4,135,072	4,087,287
FTE	16.54	17.69	17.69
PW Water	2,059,983	2,428,914	2,528,489
FTE	11.82	11.42	11.42
PW Stormwater	529,601	575,742	636,099
FTE	4.32	4.32	4.32
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General Government	344,499	508,489	499,050
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City Manager's Office	491,648	642,449	605,615
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FTE	1.50	1.50	1.50
Finance	972,858	1,075,258	1,155,601
FTE	7.00	7.00	7.00
Information Technology	1,098,314	1,147,840	1,346,145
FTE	6.50	6.50	6.50
Legal	388,345	480,866	493,527
FTE	4.40	3.40	3.40
Not Allocated to Organizational Unit or Program	15,112,074	60,481,845	58,484,132
FTE	0.00	0.00	0.00
<b>Total Requirements</b>	<b>46,347,263</b>	<b>99,587,986</b>	<b>93,039,631</b>
<b>Total FTE</b>	<b>142.32</b>	<b>144.33</b>	<b>144.36</b>

### STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING \*

\$6.5M decrease in revenue due to the reduction of the property tax rate, a decrease in Interfund Transfers, and no additional debt proceeds (Public Safety Communications Upgrade project loan completed in FY17-18). The decrease seen in Interfund Transfers and Capital Outlay are all largely due to a decrease in Stormwater & Street Capital Projects. In FY2018-19 Fire services have moved to the Tualatin Valley Fire & Rescue district and are no longer part of the City's budget. Communications program budget was reduced due to Public Safety Communications Upgrade project being reclassified as a capital project rather than operating budget.

PROPERTY TAX LEVIES			
	Rate or Amount Imposed 2016-17	Rate or Amount Imposed This Year 2017-18	Rate or Amount Approved Next Year 2018-19
Permanent Rate Levy (rate limit 4.3827 per \$1,000)	4.3827	4.3827	2.5000
Local Option Levy	0	0	0
Levy for General Obligation Bonds	0	0	0

STATEMENT OF INDEBTEDNESS		
LONG TERM DEBT	Estimated Debt Outstanding on July 1,	Estimated Debt Authorized, But Not Incurred on July 1
General Obligation Bonds	\$0	\$0
Other Bonds	\$9,180,000	\$0
Other Borrowings	\$31,848,030	\$572,290
<b>Total</b>	<b>\$41,028,030</b>	<b>\$572,290</b>

Published May 30, 2018

49957

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Contact: Matt Zook, Finance Director

Telephone: (503) 538-9421

Email: [finance@newbergoregon.gov](mailto:finance@newbergoregon.gov)

#### FINANCIAL SUMMARY - RESOURCES

TOTAL OF ALL FUNDS	Actual Amount 2016-17	Adopted Budget This Year 2017-18	Approved Budget Next Year 2018-19
Beginning Fund Balance/Net Working Capital	39,824,311	37,027,145	40,297,511
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	19,959,399	22,347,229	20,977,360
Federal, State and all Other Grants, Gifts, Allocations and Donations	4,401,921	5,023,518	4,755,764
Revenue from Bonds and Other Debt	0	2,239,616	195,000
Interfund Transfers / Internal Service Reimbursements	11,663,950	21,845,066	18,641,197
All Other Resources Except Current Year Property Taxes	3,401,053	3,243,752	3,383,784
Current Year Property Taxes Estimated to be Received	7,708,562	7,861,660	4,789,016
<b>Total Resources</b>	<b>86,959,195</b>	<b>99,587,986</b>	<b>93,039,631</b>

#### FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION

Personnel Services	14,948,707	17,112,011	17,666,290
Materials and Services	15,713,497	17,505,071	14,231,554
Capital Outlay	4,944,643	18,203,598	14,664,429
Debt Service	4,847,575	4,608,437	4,745,975
Interfund Transfers	5,373,029	14,890,720	11,084,748
Contingencies	0	11,648,870	14,010,375
Special Payments	519,813	1,318,801	1,265,566
Unappropriated Ending Balance & Reserved for Future Expenditure	0	14,300,478	15,370,695
<b>Total Requirements</b>	<b>46,347,263</b>	<b>99,587,986</b>	<b>93,039,631</b>

#### FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM \*

Name of Organizational Unit or Program FTE for that unit or program			
Fire	4,925,194	4,066,703	0
FTE	1.00	0.00	0.00
Police	6,546,008	7,712,986	7,967,148
FTE	38.50	38.50	38.50
Communications	1,428,435	4,075,918	1,954,681
FTE	11.25	11.25	11.25
Municipal Court	360,869	316,245	333,580
FTE	1.83	1.83	1.83
Library	1,568,517	1,940,274	2,015,727
FTE	12.44	12.44	12.44
Planning & Building	1,400,881	2,066,169	1,949,450
FTE	8.65	8.65	8.65
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FTE	7.00	7.00	7.00
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FTE	4.40	3.40	3.40
Not Allocated to Organizational Unit or Program	15,112,074	60,481,845	58,484,132
<b>City of Newberg 2018-19 Adopted Budget</b>	<b>0.00</b>	<b>0.00</b>	<b>Page 183.00</b>



<b>Total Requirements</b>	<b>46,347,263</b>	<b>99,587,986</b>	<b>93,039,631</b>
<b>Total FTE</b>	<b>142.32</b>	<b>144.33</b>	<b>144.36</b>

**STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING \***

\$6.5M decrease in revenue due to the reduction of the property tax rate, a decrease in Interfund Transfers, and no additional debt proceeds (Public Safety Communications Upgrade project loan completed in FY17-18). The decrease seen in Interfund Transfers and Capital Outlay are all largely due to a decrease in Stormwater & Street Capital Projects. In FY2018-19 Fire services have moved to the Tualatin Valley Fire & Rescue district and are no longer part of the City's budget. Communications program budget was reduced due to Public Safety Communications Upgrade project being reclassified as a capital project rather than operating budget.

**PROPERTY TAX LEVIES**

	Rate or Amount Imposed 2016-17	Rate or Amount Imposed This Year 2017-18	Rate or Amount Approved Next Year 2018-19
Permanent Rate Levy (rate limit 4.3827 per \$1,000)	4.3827	4.3827	2.5000
Local Option Levy	0	0	0
Levy For General Obligation Bonds	0	0	0

**STATEMENT OF INDEBTEDNESS**

LONG TERM DEBT	Estimated Debt Outstanding on July 1.	Estimated Debt Authorized, But Not Incurred on July 1
General Obligation Bonds	\$0	\$0
Other Bonds	\$9,180,000	\$0
Other Borrowings	\$31,848,030	\$572,290
<b>Total</b>	<b>\$41,028,030</b>	<b>\$572,290</b>

\* If more space is needed to complete any section of this form, insert lines (rows) on this sheet. You may delete blank lines.

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E-mail: [legals@commnewspapers.com](mailto:legals@commnewspapers.com)

## AFFIDAVIT OF PUBLICATION

State of Oregon, County of Yamhill, SS I,  
Kathy Snyder, being the first duly sworn, de-  
pose and say that I am the Accounting Man-  
ager of the **Newberg Graphic**, a newspaper  
of general circulation, serving Newberg, in  
the aforesaid county and state, as defined  
by ORS 193.010 and 193.020, that

**Owner: City of Newberg**

**Description: Public Notice:**

**Newberg City Council Public Budget Meet-  
ing:**

**Fiscal Year Beginning July 1, 2018.**

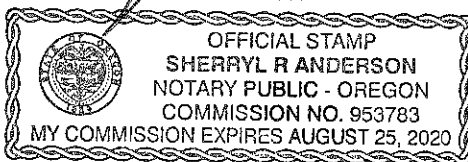
**Ad#: 52990**

A copy of which is hereto annexed, was  
published in the entire issue of said  
newspaper for 1 week(s) in the  
following issue(s):  
**06/13/2018**

*Kathy Snyder*  
Kathy Snyder (Accounting Manager)

Subscribed and sworn to before me this  
**06/13/2018.**

*Sherryl R Anderson*  
NOTARY PUBLIC FOR OREGON



Acct #: 102540

Attn:

NEWBERG, CITY OF  
PO BOX 970  
NEWBERG, OR 97132

### FORM LB-1

### NOTICE OF BUDGET HEARING

A public meeting of the Newberg City Council will be held on June 18, 2018 at 7:00 pm at the Public Safety Building, 401 E. Third Street, Newberg, Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2018 as approved by the City of Newberg Budget Committee and including recommended changes by the City Council. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at City Hall, 414 E. First Street, between the hours of 8:30 a.m. and 4:30 p.m. and at the Newberg Public Library, 503 E Hancock St, during their hours of operation. It can also be viewed online at [www.newbergoregon.gov/Finance/page/annual-budget](http://www.newbergoregon.gov/Finance/page/annual-budget). This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as the preceding year.

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FINANCIAL SUMMARY - RESOURCES			
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<b>Total Resources</b>	<b>86,959,195</b>	<b>100,656,692</b>	<b>93,074,631</b>

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Materials and Services	15,713,497	17,802,224	14,231,554
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**STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING \***  
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Published June 13, 2018

52990

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**PROPERTY TAX LEVIES**

	Rate or Amount Imposed 2016-17	Rate or Amount Imposed This Year 2017-18	Rate or Amount Approved Next Year 2018-19
Permanent Rate Levy (rate limit 4.3827 per \$1,000)	4.3827	4.3827	2.5000
Local Option Levy	0	0	0
Levy For General Obligation Bonds	0	0	0

**STATEMENT OF INDEBTEDNESS**

LONG TERM DEBT	Estimated Debt Outstanding on July 1	Estimated Debt Authorized, But Not Incurred on July 1
General Obligation Bonds	\$0	\$0
Other Bonds	\$9,180,000	\$0
Other Borrowings	\$31,848,030	\$572,290
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\* If more space is needed to complete any section of this form, insert lines (rows) on this sheet. You may delete blank lines.

150-504-073-2 (Rev. 02-14)

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## RESOLUTION No. 2018-3465

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### A RESOLUTION DECLARING THE CITY OF NEWBERG'S ELECTION TO RECEIVE REVENUES THROUGH THE STATE REVENUE SHARING PROGRAM

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#### RECITALS:

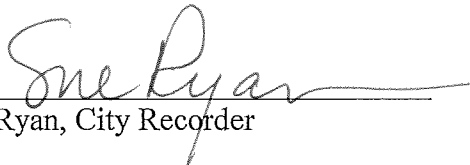
1. **WHEREAS**, State Revenue Sharing Law, ORS 221.770 requires cities to pass an ordinance or resolution each year stating that they elect to receive state revenue sharing money;
2. **WHEREAS**, a copy of this ordinance or resolution must be filed with Shared Financial Services of the Department of Administrative Services before July 31 of each year; and
3. **WHEREAS**, the City held a public hearing to discuss *possible* uses of the revenue before the Budget Committee on April 24, 2018. The Budget Committee passed a motion to use the State Revenue Sharing funds as presented in the budget, which was in the General Fund, the Gas Tax Fund (Street Fund), and the 9-1-1 Fund, with the shared revenues being used to support services provided by those funds. The City Council held a public hearing on the *proposed* uses of the revenue on June 4, 2018.

#### THE CITY OF NEWBERG RESOLVES AS FOLLOWS:

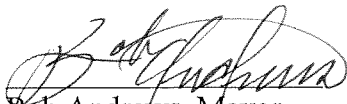
Section 1. Pursuant to ORS 221.770, the City hereby elects to receive state revenues for fiscal year 2018-19.

- **EFFECTIVE DATE** of this resolution is the day after the adoption date, which is: June 5, 2018.

**ADOPTED** by the City Council of the City of Newberg, Oregon, this 4<sup>th</sup> day of June, 2018.

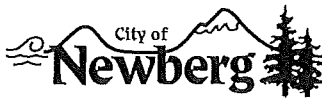
  
Sue Ryan, City Recorder

**ATTEST** by the Mayor this 7<sup>th</sup> day of June, 2018.

  
Bob Andrews, Mayor

I certify that a public hearing before the Budget Committee was held on April 24, 2018 and a public hearing before the City Council was held on June 4, 2018, giving citizens an opportunity to comment on use of State Revenue Sharing.

  
Sue Ryan, City Recorder



## **RESOLUTION No. 2018-3466**

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**A RESOLUTION CERTIFYING THE PROVISION OF MUNICIPAL SERVICES BY THE CITY OF NEWBERG FOR THE PURPOSES OF PARTICIPATION IN THE STATE REVENUE SHARING PROGRAM**

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### **RECITALS:**

1. Whereas, ORS 221.760 provides as follows:

Section 1. The officer responsible for disbursing funds to cities under ORS 323.455, 366.785 to 366.820 and 471.805 shall, in the case of a city located within a county having more than 100,000 inhabitants according to the most recent federal decennial census, disburse such funds only if the city provides four or more of the following services:

- (1) Police protection
- (2) Fire protection
- (3) Street construction, maintenance, and lighting
- (4) Sanitary sewer
- (5) Storm sewers
- (6) Planning, zoning, and subdivision control
- (7) One or more utility services

And

2. Whereas, city officials recognize the desirability of assisting the state officer responsible for determining the eligibility of cities to receive such funds in accordance with ORS 221.760, now, therefore,

### **THE CITY OF NEWBERG RESOLVES AS FOLLOWS:**

That the City of Newberg hereby certifies that it provides the following four or more municipal services enumerated in Section 1, ORS 221.760:

- (1) Police protection
- (2) Street construction, maintenance, and lighting
- (3) Sanitary sewer
- (4) Storm sewers
- (5) Planning, zoning, and subdivision control
- (6) Water utility service

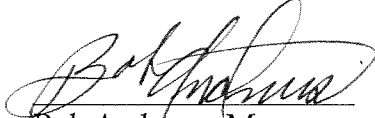
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➤ **EFFECTIVE DATE** of this resolution is the day after the adoption date, which is: June 5, 2018.

**ADOPTED** by the City Council of the City of Newberg, Oregon, this 4<sup>th</sup> day of June, 2018.

  
Sue Ryan, City Recorder

**ATTEST** by the Mayor this 7<sup>th</sup> day of June, 2018.

  
Bob Andrews, Mayor





## RESOLUTION NO. 2018-3467

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### A RESOLUTION ADOPTING THE CITY OF NEWBERG, OREGON BUDGET FOR THE 2018-2019 FISCAL YEAR, MAKING APPROPRIATIONS, IMPOSING THE TAX, AND CATEGORIZING THE TAX

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#### RECITALS:

1. The City of Newberg Budget Committee approved the fiscal year 2018-19 budget on May 1, 2018.
2. The notice of this budget hearing and financial summary (Form LB-1) was published in the May 30, 2018 Newberg Graphic.
3. A public hearing on the approved budget was held on June 4, 2018. Subsequent to the public hearing, the City Council approved via motion to change the budget in the City Hall Fee Fund.
4. A new public hearing notice and financial summary (Form LB-1) was published in the June 13, 2018 Newberg Graphic, reflecting the Council-approved changes to the budget.
5. A public hearing on the budget was held on June 18, 2018.

#### THE CITY OF NEWBERG RESOLVES AS FOLLOWS:

1. Adopting the Budget. The City Council of the City of Newberg hereby adopts the budget for fiscal year 2018-19 in the total of \$93,074,631 now on file at City Hall located at 414 E. First Street, Newberg, Oregon.
2. Making Appropriations. The amounts for the fiscal year beginning July 1, 2018, and for the purposes shown below are hereby appropriated:

##### General Fund (01)

General Government	203,244
Municipal Court	329,384
Police	7,063,190
Communications	1,333,066
Library	1,832,982
Planning	1,109,653
Transfers	424,736
Contingency	1,207,981
Total General Fund (01)	13,504,236

<u>Street Fund (02)</u>	
Public Works	1,450,834
Transfers	1,256,000
Contingency	955,160
Total Street Fund (02)	3,661,994
 <u>Civil Forfeiture Fund (03)</u>	
Police	23,732
Total Civil Forfeiture Fund (03)	23,732
 <u>Proprietary Capital Projects Fund (04)</u>	
Capital Projects	5,724,000
Total Proprietary Capital Projects Fund (04)	5,724,000
 <u>Wastewater Fund (06)</u>	
Public Works	5,999,221
Special Payments	50,000
Debt Service	2,299,621
Transfers	1,644,500
Contingency	1,980,661
Total Wastewater Fund (06)	11,974,003
 <u>Water Fund (07)</u>	
Public Works	4,116,709
Debt Service	414,658
Transfers	2,736,774
Contingency	2,180,442
Total Water Fund (07)	9,448,583
 <u>Building Inspection Fund (08)</u>	
Building Inspection	678,588
Transfers	16,810
Contingency	1,236,534
Total Building Inspection Fund (08)	1,931,932
 <u>Debt Service Fund (09)</u>	
Debt Service	1,024,373
Total Debt Service Fund (09)	1,024,373
 <u>City Hall Fund (10)</u>	
Special Payments	436,778
Transfers	105,914
Contingency	69,466
Total City Hall Fund (10)	612,158

9-1-1 Emergency Fund (13)

Communications	220,431
Contingency	15,064
Total 9-1-1 Emergency Fund (13)	235,495

Economic Development Fund (14)

Planning	131,849
Special Payments	609,306
Transfers	4,828
Contingency	143,904

Total Economic Development Fund (14) 889,887

Public Safety Fee Fund (16)

Police	343,327
Communications	231,983
Contingency	86,219

Total Public Safety Fee Fund (16) 661,529

Stormwater Fund (17)

Public Works	1,424,885
Transfers	111,000
Contingency	551,923

Total Stormwater Fund (17) 2,087,808

Street Capital Projects Fund (18)

Capital Projects	3,837,400
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Total Street Capital Projects Fund (18) 3,837,400

Transient Lodging Tax Fund (19)

General Government	279,115
Special Payments	606,260
Transfers	717,324
Transfers	3,076

Total Transient Lodging Tax Fund (19) 1,605,775

Governmental Capital Projects Fund (21)

Capital Projects	1,896,695
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Total Governmental Capital Projects Fund (21) 1,896,695

Library Gift & Memorial Fund (22)

Library	170,000
Contingency	31,180

Total Library Gift & Memorial Fund (22) 201,180

Cable TV Trust Fund (23)

General Government

16,691

Total Cable TV Trust Fund (23)

16,691

Admin / Support Services Fund (31)

City Manager's Office

829,821

Finance

1,127,665

General Office

158,547

Information Technology

1,091,945

Legal

493,095

Public Works

1,077,386

Insurance

390,132

Transfers

3,362

Contingency

283,072

Total Admin / Support Services Fund (31)

5,455,025

Vehicle / Equipment Replacement Fund (32)

City Manager's Office

1,494

Human Resources

1,033

Finance

27,936

Information Technology

254,200

Legal

432

Municipal Court

4,196

Police

536,899

Communications

169,201

Library

12,745

Building Inspection

29,360

Public Works

1,629,478

Facilities Repair / Maintenance

309,731

Total Vehicle / Equipment Replacement Fund (32)

2,976,705

Street System Development Fund (42)

Transfers

2,604,000

Contingency

1,077,921

Total Street System Development Fund (42)

3,681,921

Stormwater System Development Fund (43)

Transfers

9,000

Contingency

126,682

Total Stormwater System Development Fund (43)

135,682

Wastewater System Development Fund (46)

Debt Service	209,987
Transfers	1,450,500
Contingency	4,130,554
Total Wastewater System Development Fund (46)	5,791,041

Water System Development Fund (47)

Debt Service	797,336
Total Water System Development Fund (47)	797,336

**Total Appropriations 78,175,181**

Unappropriated Fund Balance - General Fund (01)	1,100,000
Unappropriated Fund Balance - Debt Service Fund (09)	51,709
Reserves - Wastewater Fund (06)	6,730,275
Reserves - Water Fund (07)	6,821,441
Reserves - Street Capital Projects Fund (18)	181,791
Reserves - Stormwater SDC Fund (43)	14,234

**Total Budget 93,074,631**

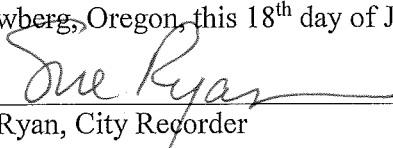
3. Imposing and Categorizing the Tax. The City Council of the City of Newberg imposes the taxes provided for in the adopted budget at the rate of \$2.5000 per \$1,000.00 of assessed value for permanent tax rate, and that these taxes are hereby imposed and categorized for the tax year 2018-2019 upon the assessed value of all taxable property within the City as follows:

	<u>General Government Limitation</u>	<u>Excluded from the Limitation</u>
General Fund	\$2.5000 per \$1,000.00 TAV	

4. The Finance Director is authorized and directed to certify the levy with the Yamhill County Assessor and Yamhill County Clerk.
5. The City Manager is authorized to grant a cost of living adjustment as included in the budget for all non-union and contract employees, effective July 1, 2018.

➤ **EFFECTIVE DATE** of this resolution is the day after the adoption date, which is June 19<sup>th</sup>, 2018.

**ADOPTED** by the City Council of the City of Newberg, Oregon, this 18<sup>th</sup> day of June, 2018.

  
Sue Ryan, City Recorder

**ATTEST** by the Mayor this 19<sup>th</sup> day of June, 2018.

  
Bob Andrews, Mayor

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

To assessor of YAMHILL County

FORM LB-50  
2018-2019

☐ Check here if this is  
an amended form.

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

The City of Newberg has the responsibility and authority to place the following property tax, fee, charge or assessment  
on the tax roll of Yamhill County. The property tax, fee, charge or assessment is categorized as stated by this form.

PO Box 970 Newberg OR 97132 6/28/2018  
Mailing Address of District City State ZIP code Date  
Matt Zook Finance Director 503-537-1216 matt.zook@newbergoregon.gov  
Contact Person Title Daytime Telephone Contact Person E-Mail

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

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

**PART I: TAXES TO BE IMPOSED**

		Subject to General Government Limits Rate -or- Dollar Amount	Excluded from Measure 5 Limits Dollar Amount of Bond Levy
1. Rate per \$1,000 or Total dollar amount levied (within permanent rate limit) . . .	1	\$2.50 per \$1,000 AV	
2. Local option operating tax . . . . .	2		
3. Local option capital project tax . . . . .	3		
4. City of Portland Levy for pension and disability obligations . . . . .	4		
5a. Levy for bonded indebtedness from bonds approved by voters <b>prior</b> to October 6, 2001 . . . . .	5a.		
5b. Levy for bonded indebtedness from bonds approved by voters <b>on or after</b> October 6, 2001 . . . . .	5b.		
5c. Total levy for bonded indebtedness not subject to Measure 5 or Measure 50 (total of 5a + 5b) . . . . .	5c.		

**PART II: RATE LIMIT CERTIFICATION**

6. Permanent rate limit in dollars and cents per \$1,000 . . . . .	6	\$4.3827
7. Election date when your <b>new district</b> received voter approval for your permanent rate limit . . . . .	7	
8. <b>Estimated</b> permanent rate limit for newly <b>merged/consolidated district</b> . . . . .	8	

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

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

**Part IV. SPECIAL ASSESSMENTS, FEES AND CHARGES**

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

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

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

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