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Mayor and City Council

Mayor, Chadd Weaver
City Council President, Debbie Nuber
Councilor, Tom Gray
Councilor, Tom Meyer
Councilor, Joey Ferguson
Councilor, Karen Eckhart
Councilor, Dennis Thomas

City Staff

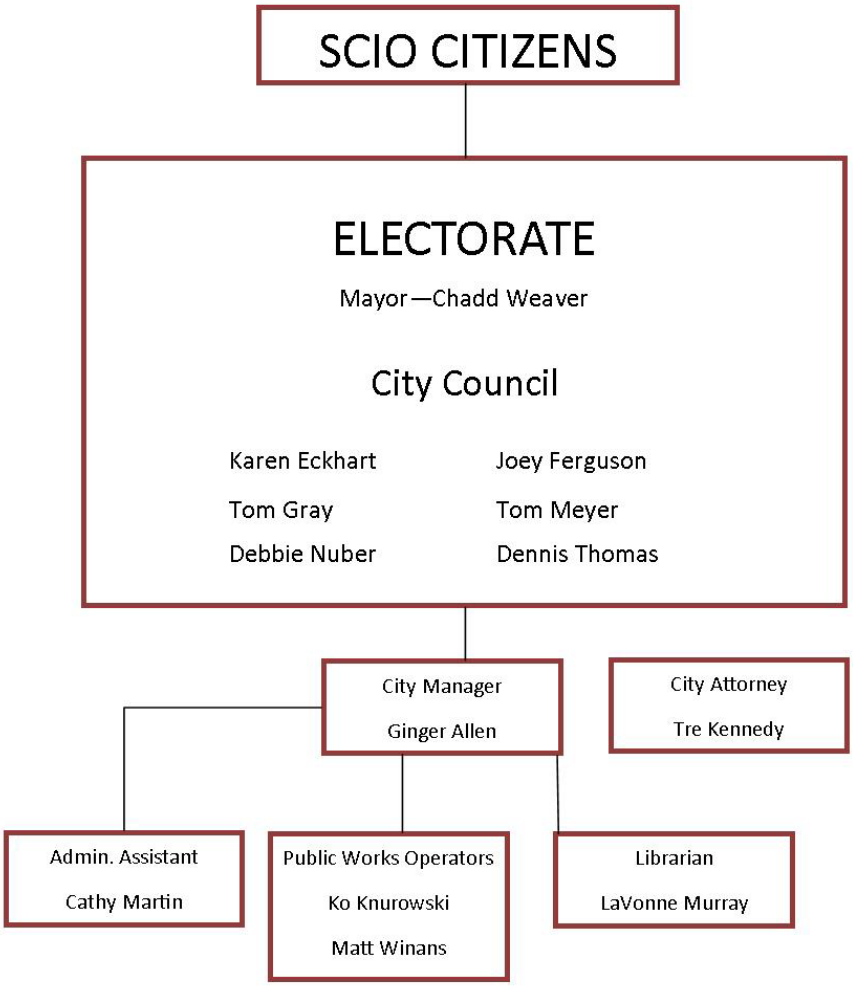
CITY MANAGER ……..…… GINGER ALLEN
ADMINISTRATIVE ASSISTANT ……. CATHY MARTIN
LIBRARIAN ……. LAVONNE MURRAY
PUBLIC WORKS OPERATOR …… KO KNUROWSKI
PUBLIC WORKS OPERATOR ……..……MATT WINANS

Budget Committee Citizen Members

Steve Ellis	Nadji Vogel	John Whalen
Sandy Baggett	Sue Hecht	May Garland

ORGANIZATIONAL STRUCTURE AND CHART

The City of Scio is a full-service municipality that operates under a Council/Manager form of government. The city has an elected Mayor and six Council members. The Scio City Council meetings are scheduled on the second and fourth Mondays of each month at City Hall. The elected City Council sets policies for city government, enacts ordinances and hires, directs and evaluates the City Manager. In turn, the City Manager is the city's chief executive officer, responsible for overall management and administration of the city. Municipal services are provided by the City employees and headed by the City Manager. The city operates its own water, wastewater, stormwater, street operations, library and finance departments. Police Services, Planning, Building, and City Engineering needs are provided through contract services.



To: City of Scio Budget Committee

From: Ginger Allen, Scio City Manager

Re: Scio City Budget Document 2019-2020

Date: Monday, May 20, 2019

Message from the City Manager

This is my fourth budget message as the Scio City Manager. Over the past three plus years city staff has worked hard to increase and improve the services delivered to the citizens of Scio and the surrounding area. As we move through this years' budget you will find that the overall level of public services have increased and the financial health of the city has improved.

Many people do not understand the complexities of public sector financing, nor are they familiar with the rules that govern how funds are to be spent. Distinguishing between local resources of revenue, such as property taxes, franchise fees, grants and state revenue sources verses Enterprise Funds can be difficult.

For these reasons I remain committed to an "Open Door Policy, with an "Open Mind" regarding questions and suggestions. While I cannot always deliver on the requests put before me, I try my best to be a good listener to the people who approach me with questions about city services.

You will find the budget format very similar to the past years. This format is easy to read and those who have visited with me and have asked questions about our spending have found the format "user friendly".

Here are some of the highlights of the 2019-2020 fiscal year:

ADMINISTRATION DEPARTMENT

1. The Future of Scio City Hall: On May 6, 2019 the Scio City Council voted unanimously to purchase the building located directly east of City Hall. The title change and closing date is expected to take place before July 1, 2019. This year I will be working closely with the Scio City Council on the future of a new City Hall. Many details must be worked out before any ground breaking takes place. The following is a punch list of the tasks that will take place in the 2019-2020 fiscal year.

a. Demolition and Asbestos Abatement of existing structure
b. Secure Financing
c. Building Design and Site Visits
d. Possibility Select an Architectural and/or Structural Engineer Firm(s)
e. Town Hall Meetings

2. Public Safety: The City of Scio has been actively participating in the Linn County Small Cities Coalition. The synergy produced by this coalition gives leverage to small cities when discussion service contracts. In the case of public safety services we collectively negotiated a Public Safety Contract that fits the needs of small cities verses large cities inside Linn County. Our current contract reads that increases to small cities will be the equivalent of the increases in employee costs. This year Linn County Sheriff's Department informed our Coalition that they would be raising our fees by 4.5%. We answered back by saying we would place an increase in our budgets for that increase, but we would not pay the increase until Linn County finalized their union negotiations.

3. Additional Library Programs: The Scio Public Library continues to grow in users and services. This fall we will be introducing new library hours and two new evening programs.

The new hours will be:

Monday and Wednesdays: 10:00 a.m. – 5:00 p.m.
Tuesday and Thursdays: 10:00 a.m. – 7:30 p.m.
Fridays: 10:00 a.m. – 12:00 p.m.

The two new evening programs will take place between the hours of 5:30 – 7:30 p.m. on Tuesdays and Thursday evenings. The evening programs will center on "family activities and adult programing.

The Library will continue to be open through the lunch hour.

4. Library Donations: This year I wish to draw your attention to a level of detail added in the budget to track both Library Revenues and Library Expenses. Additional line items provide detail tracking of both revenues received and revenue spent. I want to point out the increase in library donations from both individual donors as well as the financial assistance received from the Friends of the Scio Public Library. One must not lose sight of the fact that donations cannot be "expected" to remain the same year after year. Therefore, we remain thankful for the level of financial support received in support of our public library.

5. Covered Bridge Park: This summer we will be cleaning up the Covered Bridge Park located next to Shop N Save market. We will be removing the dead shrubbery and old fence, limb-up the Blue Spruce tree and install a new fence, plant new grass, and new shrubs.

ROAD DEPARTMENT

1. SCA Grant Carried Over: Due to a work order change on the Small City Allotment Grant this grant project has been scheduled to take place in the 2019 – 2020 fiscal year. We are hoping to have this project completed this summer.

2. Expect Street Repairs: $45,000.00 has been set aside to address cracking in the Thomas Creek sub-division and on SE Cedar Streets. In addition, we will be working Right-of-Way improvements on SW 2nd Street, also identified by the State of Oregon as the "Safe Route to School.

WATER DEPARTMENT

1. Reservoir Cleaning: The water reservoir is on a cleaning cycle of every 3-5 years. This year is the time for which that cleaning is scheduled. The cost of this cleaning ranges from $3500.00 – $5000.00.

2. Calibrated Water Source Measurement Gauges: In accordance with our Water Master Plan the City should be having our water measuring gauges calibrated and maintenance reviews scheduled to ensure our equipment is working correctly.

3. Water Line Rotation Schedule: After conferring with the Public Works Staff and two different Vac Companies I have decided to cancel the purchase of a vac-truck. Instead the city will entered into a Water and Sewer Line Maintenance Program with a service provider. We will divide the city into four quadrants and rotate the maintenance of the lines annually. We will deal with individual emergencies as they occur. This decision came about when we learn about the annual maintenance of a Vac-Truck and the cost of the truck itself.

SEWER DEPARTMENT

1. TVing Sewer Lines: This year the Public Works Department will begin "TVing and Jetting the city's sewer lines. This process is long over-due and needs to be placed on a routine maintenance rotation.

2. Sewer Line Rotation Schedule: After conferring with the Public Works Staff and two different Vac Companies I have decided to cancel the purchase of a vac-truck. Instead the city will entered into a Water and Sewer Line Maintenance Program with a service provider.

We will divide the city into four quadrants and rotate the maintenance of the lines annually. We will deal with individual emergencies as they occur..

3. Sewer Master Plan Projects: This past fiscal year we began a Sewer Master Plan Project with The Dyer Partnership. A Master Plan is a "road map" for city's regarding the state of the current infrastructure and what infrastructure repairs, replacements and additions are needed in the future. The Sewer Master Plan is near completion and some major projects have been identified. A full report will be given to the Scio City Council at the July 2019 city council meeting.

ISSUES ACROSS THE BOARD

The following issues have affected expenses in all of the operating funds (General, Road, Water, and Sewer):

1. Medical Insurance: At last year's budget hearing I stated that the time was approaching where employees would have to be asked to pay a percentage of insurance costs. I have spoken with several of the small cities and have found that all of the cities have their employees pay a percentage of the insurance package. The costs range from 5% - 10% or a flat rate depending upon what their cost of living and salary ranges are.

This year I met and spoke to each of the employees affected by this decision and they understand why we are at this cross roads. Therefore, each of the employees electing to take the city's insurance coverage will pay 7% of the insurance cost.

2. Property and Liability Insurance: Has stabilized this year, but we can expect to see an increase in 2020-2021.

3. Cost of Living Increase: Consumer Price Index for the West Region – 2018 3.1 percent increase. 2019 COLA (Cost-of-Living Adjustments) increase is 2.8% for those on Social Security. This year I have built in a 2.5% COLA. It is important to note that a COLA is not the same as a Salary/Merit Increase. Merit increases are bases upon job performance and comparative salary schedules. This year I will be conducting a salary and benefit survey to see where all of the positions stand when compared to comparative cities and comparative job duties.

4. Certified Employees: As each of the Public Works employees obtain their professional levels of certification, required by the Oregon Department of Environmental Quality (DEQ), they will qualify for a $1.00 per hour increase up to a maximum of $27.00 per hour. At this time one of the two public works employees have passed the level one certification tests in water and wastewater. Thus, you will see a higher salary forecast for that employee.

5. Ending Expense Totals Compared to 2018-2019

	2018-19	2019-20	% Difference
• Personnel Service	$383,958	$389,274	1.39% Inc.
• Materials & Services	$329,181	$358,990	9.1% Inc.
• Capital Outlay	$330,300	$562,409	70% Inc.
• Debt Service	$50,500	$50,500	No change
• Interfold Transfers	$235,000	$296,663	Inc. of $61663.00

Acknowledgements

I wish to thank the city staff and all the budget committee members for assisting with this years' budget process and for your consideration of this proposed budget document.

Sincerely,

Virginia (Ginger) A. Allen
City Manager

Meet with staff Mar/April	Ginger meets with staff to discuss year end projection numbers and any FTE/personnel changes for FY 2019-2020
12-Mar	Budget Committee Letters Confirming Participation
18-Apr	Cathy Posts, on city web page & Albany Democrat Herald, 1st and 2nd notice of Proposed Budget Committee Meetings and Public Hearing on State Shared Revenues.
17-May	Proposed Budgets delivered to Budget Committee Members.
20-May	Budget Meeting and Public Hearing @ 6:00 p.m. (City Hall Council Chambers)
22-May	2nd Proposed Budget Meeting @ 6:00 p.m.(City Hall Council Chambers)
5-Jun	All budget document revisions updated and prepared for review for the Scio City Council at the June 10th council meeting.
15-May	All State Required Budget Resolutions prepared and placed in budget document for May 20th budget hearing.
28-May	Budget Public Hearing Notices and State Revenue Sharing Hearing notice for meeting on June 10,2019 sent to Democrat Herald
10-Jun	Regularly scheduled City Council Meeting. Public Hearing on approved uses of State Revenue Sharing: with State Shared Revenues to be adopted by Council through Resolution
10-Jun	Regularly scheduled City Council Meeting. Public Hearing to include: City of Scio Approved Budget
12-Jun	Ginger and Cathy assemble adopted budget to be written into PDF
28-Jun	Last day for Ginger to submit budget documents to the Linn County Assessor's Office
28-Jun	Certificates mailed to State regarding State Revenue Sharing - Deadline July 30
12-Jul	Budget documents posted on city Website

*** All of the dates and times are for planning purposes only.*

GENERAL FUND
ADMINISTRATION DEPARTMENT – 10

Department Description:

The Scio City Administration Department is made up of three full-time employees, the City Manager, Administrative Assistant and the City Librarian. There are also two Public Works employees who have a small percentage of their time in the Parks Division of the Administrative Department.

The City Manager serves at the pleasure of the Mayor and City Council. The City Manager assists the Mayor and Council in the development of city policies and carries out the policies established by ordinances and resolutions. As the Chief Executive Officer the City Manager directs, coordinates and evaluates all employees and activities throughout the city, including the administrative services, planning, economic development, communications, library services and the Public Works Department.

The Administrative Assistant oversees the Utility Billings, Accounts Receivable and Payables and Planning activities within the Administration Department. The Administrative Assistant assists the City Manager with administrative duties upon request.

The City Librarian manages the Library Services, coordinates the Library Volunteers, Children's Reading Program, Summer Reading Program and instructs a local Genealogy Class eight months out of the year. The Librarian also insures the rotation of usable materials such as Audio-Visuals, books, journals, periodicals and inter-governmental materials available through agency partnerships.

The Public Works Operators manages and maintains the 2.25 acres of open park space financed through the General Fund. The maintenance workers are also responsible for the Roads, Water and Sewer field services.

Important Highlights in 2019-2020

- Search for financial resources to finance a new city hall building.
- Demolish and clear the newly purchases property adjacent to Scio City Hall.

10 - GENERAL FUND REVENUES 2019-2020

2016-2017 Actual	2017-2018 Actual	2018-2019 Budget	6/5/2019 Yr. to Date	6/30/2019 Projected	Acct. No.	Description	2019-2020 Proposed	2019-2020 Adopted	2019-2020 Adjusted
					R1	**Fund Revenues**			
114,390	162,236	248,830	248,830	248,830	**10-4100**	Beginning Cash Balance	327,230	335,326	8,096
2,426	2	0	0	0	**10-4110**	Investment Earnings			
221,946	244,374	240,000	251,529	255,000	**10-4120**	Property Taxes	250,000	250,000	
338,762	**406,612**	**488,830**	**500,359**	**503,830**		**Sub-Total Fund Revenues**	**577,230**	**585,326**	**8,096**
					R2	**Other Revenues**			
14,385	19,395	1,400	970	1,100	**10-4211**	Cigarette Tax	1,000	1,000	
0	0	14,000	13,595	14,757	**10-4212**	Liquor Contol Taxes	14,000	14,000	
0	0	2,000	1,898	2,400	**10-4213**	Marijuana Tax	2,000	2,000	
14,086	8,351	10,000	8,821	8,821	**10-4240**	Intergovernmental	8,000	8,000	
19,944	20,756	21,000	18,833	19,500	**10-4250**	Franchise Fees	0	0	
					10-4251	Franchise - Northwest Natural	2,700	2,700	
					10-4252	Franchise - Pacific Power	12,750	12,750	
					10-4253	Franchise - Republic Services	3,650	3,650	
					10-4254	Franchise - Scio Cablevision	900	900	
					10-4255	Franchise - SMTA	500	500	
8,150	8,385	10,000	0	0	**10-4260**	Library (Property Tax Support)	6,500	6,500	
			3,706	3,750	**10-4261**	Library Fees/Fines	3,500	3,500	
			1,884	1,884	**10-4262**	Library Donations	5,000	5,000	
			4,000	4,000	**10-4263**	Library Grants	1,000	1,000	
44,497	5,382	3,000	10,693	10,693	**10-4270**	Fees and Charges	5,000	5,000	
424	1,800	1,000	609	609	**10-4290**	Fines and Forfeitures	500	500	
17,000	15,875	14,731	0	0	**10-4330**	Grants (carry over - PP)	0	0	
1,786	1,707	1,000	2,899	2,925	**10-4350**	Miscellaneous	2,500	2,500	
120,272	**81,651**	**78,131**	**67,908**	**70,439**		**Sub-total Other Revenues**	**69,500**	**69,500**	**0**

10 - GENERAL FUND REVENUES 2019-2020 (Continued)

2016-2017 Actual	2017-2018 Actual	2018-2019 Budget	6/5/2019 Yr. to Date	6/30/2019 Projected	Acct. No.	Description	2019-2020 Proposed	2019-2020 Adopted	2019-2020 Adjusted
					R3	**Interfund Transfers In**			
57,364		50,000	50,000	50,000	**10-4520**	From Road Fund	25,000	25,000	
110,161		50,000	50,000	50,000	**10-4530**	From Water Fund	75,000	75,000	
110,161					**10-4540**	From Sewer Fund			
277,686	**0**	**100,000**	**100,000**	**100,000**		**Sub-total Transfers In**	**100,000**	**100,000**	
736,720	**488,263**	**666,961**	**668,267**	**674,269**		**Total Revenues**	**746,730**	**754,826**	**8,096**

10 - GENERAL FUND EXPENSES 2019-2020

2016-2017 Actual	2017-2018 Actual	2018-2019 Budget	6/5/2019 Yr. to Date	6/30/2019 Projected	Acct. No.	Description	2019-2020 Proposed	2019-2020 Adopted	2019-2020 Adjusted
					E1	**Personnel Services**			
275,349	66,486	67,672	62,982	68,710	**10-5110**	Salaries	69,166	69,871	705
14,779	8,776	8,030	5,805	6,335	**10-5120**	Taxes	7,608	7,686	78
46,720	15,876	27,245	20,883	22,785	**10-5130**	Benefits	27,727	28,420	693
336,848	**91,138**	**102,947**	**89,670**	**97,830**		**Sub-total Personnel Services**	**104,501**	**105,977**	**1,476**
					E2	**Materials and Services**			
0	0	0	0	0	**10-6200**	Legal, Audit and Advertising	0	0	
851	742	1,000	538	538	**10-6210**	Advertising	400	600	200
2,063	1,980	2,640	2,420	2,420	**10-6220**	City Attorney	2,640	2,640	
1,420	2,354	5,775	5,477	5,477	**10-6230**	Contract Services	5,600	5,600	
60,635	58,650	59,000	56,160	56,160	**10-6250**	Police Services	62,000	62,000	
12,771	6,860	4,000	4,303	4,400	**10-6260**	Materials & Supplies	3,880	3,880	
6,958	4,884	6,000	5,210	5,210	**10-6270**	Community Involvement	7,000	7,000	
1,016	1,024	1,000	1,762	1,762	**10-6280**	Miscellaneous	3,000	3,000	
988	1,203	1,200	538	600	**10-6290**	Bank Charges and Fees	800	800	
4,974	4,974	6,000	4,709	4,709	**10-6310**	Insurance	5,500	5,500	
91,676	**82,671**	**86,615**	**81,117**	**81,276**		**Sub-total Materials and Services**	**90,820**	**91,020**	**200**

10 - GENERAL FUND EXPENSES 2019-20 (Continued)									
2016-2017 Actual	2017-2018 Actual	2018-2019 Budget	6/5/2019 Yr. to Date	6/30/2019 Projected	Acct. No.	Description	2019-2020 Proposed	2019-2020 Adopted	2019-2020 Adjusted
					E2	**Materials and Services Continued**			
91,676	**82,671**	**86,615**	**81,117**	**81,276**		**Sub-total Materials and Services**	**90,820**	**91,020**	**200**
162	38	1,000	343	343	**10-6320**	Education	500	500	
14,365	2,000	14,731	17,630	17,630	**10-6330**	Grants	0	0	
19,992	18,678	20,000	16,912	18,750	**10-6340**	Utilities	0	0	
					10-6341	Utilities - Electricity	18,200	18,200	
					10-6342	Utilities - Gas	700	700	
					10-6343	Utilities - Telephone	900	900	
					10-6344	Utilities - Garbage	200	200	
0	1,642	2,000	2,238	2,238	**10-6350**	Equipment Maintenance	500	500	
0	894	1,250	213	213	**10-6360**	Building Maintenance	500	500	
13,568	13,269	14,000	12,871	12,871	**10-6370**	Flood Mitigation	15,000	15,000	
20,879	9,066	10,000	8,170	8,170	**10-6380**	Library	0	0	
					10-6381	Library - Books/Ebooks	4,600	4,600	
					10-6382	Library - Audio/Visual	1,000	1,000	
					10-6383	Library - Journals/Periodicals	500	500	
					10-6384	Library - Materials & Supplies	1,000	1,000	
					10-6385	Library - Miscellaneous	400	400	
					10-6386	Library - Technical Support	2,500	2,500	
					10-6387	Library - Donations	5,000	5,000	
					10-6388	Library - Grants	1,000	1,000	
14,215	12,644	9,800	11,830	11,830	**10-6390**	Planning	10,000	10,000	
853	5,692	10,000	6,611	6,611	**10-6400**	Parks	15,000	15,000	
0	730	1,000	455	455	**10-6410**	Senior Services	1,000	1,000	
175,710	**147,323**	**170,396**	**158,391**	**160,388**		**Sub-total Materials and Services**	**169,320**	**169,520**	**200**
					E3	**Capital Outlay**			
0		175,000	2,214	78,000	**10-7100**	Property Acquisition/Building Fund	442,909	442,909	
1,000	992	2,800	2,725	2,725	**10-7120**	Office Equipment	0	0	
1,000	**992**	**177,800**	**4,939**	**80,725**		**Sub-total Capital Outlay**	**442,909**	**442,909**	**0**

10 - GENERAL FUND EXPENSES 2019-20 (Continued)

2016-2017 Actual	2017-2018 Actual	2018-2019 Budget	6/5/2019 Yr. to Date	6/30/2019 Projected	Acct. No.	Description	2019-2020 Proposed	2019-2020 Adopted	2019-2020 Adjusted
0	**0**	**0**	**0**	**0**	**E4**	**Debt Service**	**0**	**0**	**0**
					E5	**Interfund Transfers Out**			
6,505	0	0	0	0	**10-8120**	Road Fund	0	0	**0**
12,575	0	0	0	0	**10-8130**	Water Fund	0	0	**0**
12,575	0	0	0	0	**10-8140**	Sewer Fund	0	0	**0**
31,654	**0**	**0**	**0**	**0**		**Sub-total Interfund Transfers Out**	**0**	**0**	**0**
					E6	**Other Expenses**			
5,475	20,000	75,000	0	0	**10-9110**	Operating Contingency	30,000	36,420	6,420
0	171,274	140,818			**10-9130**	Unappropriated Funds	0		
5,475	**191,274**	**215,818**	**0**	**0**		**Sub-total Other Expenses**	**30,000**	**36,420**	**6,420**
273,323	**430,727**	**666,961**	**253,000**	**338,943**		**Total Expenses**	**746,730**	**754,826**	**8,096**
736,720	488,263	666,961	668,267	674,269		FUND REVENUES	746,730	754,826	8,096
273,323	430,727	666,961	253,000	338,943		FUND EXPENSES	746,730	754,826	8,096
463,397	57,536	0	415,267	335,326		Excess Rev./over/under Expenses	0	0	0
463,397	**57,536**	**0**	**415,267**	**335,326**		**Fund Balances - Ending**	**0**	**0**	**0**

FUND: 10 - GENERAL FUND			
		Sub-line	Line
MATERIALS & SERVICES		item total	Total
10-6210	**ADVERTISING (25/5/35/35)**		
	Budget Hearing, Recruitment Ads, etc.	600	
		600	**600**
10-6220	**CITY ATTORNEY (20/10/35/35)**		
	Morley Thomas Lawfirm ($13,200)	2,640	
		2,640	**2,640**
10-6230	**CONTRACT SERVICES (25/5/35/35)**		
	Accuity LLC (Auditing Firm) ($10,500)	2,625	
	Cascades West COG (Tech Services) ($2,000)	500	
	Codification (Final bill + Annual $450 + 30 pages @$20 each) ($5,500)	1,375	
	CSA Finance Software ($2,000)	500	
	GoDaddy.com (Website Hosting)($200)	50	
	Magix (Xara)($200)	50	
	Wells Fargo (copier lease agreement)($2,000)	500	
		5,600	**5,600**
10-6250	**POLICE SERVICES**		
	Linn County Sheriff Office - Public Safety Contract	62,000	
		62,000	**62,000**
10-6260	**MATERIALS & SUPPLIES (25/5/35/35)**		
	Amazon Prime Membership ($140)	40	
	Shred NW ($360)	90	
	Oregon Government Ethics ($400)	100	
	League of Oregon Cities (Membership)	200	
	Cascades West Council of Government (Membership)	325	
	National Business Solutions - Copier	625	
	Expense Reimbursements	750	

10-6260	**MATERIALS & SUPPLIES (Continued) (25/5/35/35)**		
	Postage	750	
	Office Supplies (printer cartridges, toner, paper, pens, pencils, etc.)	1,000	
		3,880	**3,880**
10-6270	**COMMUNITY INVOLVEMENT**		
	Downtown Beautification	2,000	
	Linn County Lamb and Wool Fair	800	
	Meals on Wheels (3-4 users of program)	500	
	Miscellaneous	1,600	
	National Night Out (garbage, porta-pots, water service)	400	
	S.C.I.O. (flower baskets, etc.)	200	
	Scio Cares	200	
	Scio FFA Alumni	100	
	Scio High School Grad Night	200	
	Scio Youth Club	1,000	
		7,000	**7000**
10-6280	**MISCELLANEOUS**		
	Miscellaneous	2,000	
	Volunteer/Employee Recognition	1,000	
		3,000	**3,000**
10-6290	**BANK CHARGES & FEES**		
	Money order fees, misc. costs	800	
		800	**800**
10-6310	**INSURANCE (25/5/35/35)**		
	Workers Comp ($7,000)	1,750	
	Property Liability ($15,000)	3,750	
		5,500	**5,500**

10-6320	**EDUCATION**		
	Employee Development	500	
		500	**500**
10-6340	**UTILITIES**		
	Electricity (Pacific Power)	18,200	
	Gas (Northwest Natural)	700	
	Telephone (SMTA & Dial Long Distance)	900	
	Garbage (Republic Services)	200	
		20,000	**20,000**
10-6350	**EQUIPMENT MAINTENANCE**		
	Office Equipment	500	
		500	**500**
10-6360	**BUILDING MAINTENANCE**		
	City Hall Maintenance (lights, filters)	500	
		500	**500**
10-6370	**FLOOD MITIGATION**		
	Water Gauge	14,000	
	Misc.	1,000	
		15,000	**15,000**
10-6380	**LIBRARY**		
	Books/Ebooks	4,600	
	Audio/Visual	1,000	
	Journals/Periodicals	500	
	Materials and Supplies (circulation, misc. general office supplies)	1,000	
	Miscellaneous	400	
	Techinical Support	2,500	
	Donations	5,000	
	Grants	1,000	
		16,000	**16,000**

10-6390	**PLANNING**		
	City Planner Services/Remaining Comp Plan	7,500	
	Engineering Consultant	2,500	
		10,000	**10,000**
10-6400	**PARKS**		
	Sprays, Gravel, Signage, Dirt Fills, Misc.	2,500	
	Covered Bridge Park	10,000	
	Memorial Park	2,500	
		15,000	**15,000**
10-6410	**Senior Center**		
	Senior Center Expenditures	1,000	
		1,000	**1,000**
	TOTAL MATERIALS & SERVICES	***169,520***	***169,520***
CAPITAL OUTLAY			
10-7100	**PROPERTY ACQUISITION/BUILDING FUND**		
	Demolition	30,000	
	Design Services	30,000	
	Building Expenses	382,909	
		442,909	**442,909**
	TOTAL CAPITAL OUTLAY	***442,909***	***442,909***
OTHER EXPENSES			
10-9110	**OPERATING CONTINGENCY**		
	Operating Contingency	36,420	
		36,420	**36,420**
	TOTAL OTHER EXPENSES	***36,420***	***36,420***

SPECIAL REVENUE FUND
ROAD/STREETS – 11

Department Description:

The Public Works Department is responsible for the care of all City streets, roads, and city alley ways and city easements. The primary maintenance functions include:

- Graveling
- Grading
- Curb repairs
- Patching/ Slurry
- New Paving
- Sidewalks repairs and in some cases replacement

This Division of Public Works is also responsible for the repair and maintenance of all traffic signing and minimal traffic striping which includes:

- Painting of crosswalks, stop bars, and numerous segments of yellow curbs and other miscellaneous legends and delineators located on city owned roads/streets.

Public Works staff mows along many city right-of-ways, picks up trash throughout the City, cleans streets by sweeping and flushing, trim and remove trees and maintains city facilities.

Important Highlights:

- Asphalt Overlay Project – Small City Allotment Grant

11 - ROAD FUND REVENUES 2019-2020

2016-17 Actual	2017-2018 Actual	2018-2019 Budget	6/5/2019 Yr. to Date	6/30/2019 Projected	Acct. No.	Description	2019-2020 Proposed	2019-2020 Adopted	2019-2020 Adjusted
					R1	**Fund Revenues**			
101,627	102,750	119,193	124,927	124,927	**11-4100**	Beginning Cash Balance	97,636	96,709	927
6	0	0	0	0	**11-4110**	Investment Earnings	0	0	0
101,633	**102,750**	**119,193**	**124,927**	**124,927**		**Sub-total Fund Revenues**	**97,636**	**96,709**	**927**
					R2	**Other Revenues**			
52,085	56,979	53,000	61,067	66,200	**11-4220**	State Highway Taxes	65,000	65,000	
19,944	20,756	20,000	18,833	19,500	**11-4250**	Franchise Fees	0	0	
					11-4251	Franchise - Northwest Natural	2,700	2,700	
					11-4252	Franchise - Pacific Power	12,750	12,750	
					11-4253	Franchise - Republic Services	3,650	3,650	
					11-4254	Franchise - Scio Cablevision	900	900	
					11-4255	Franchise - SMTA	500	500	
	0	50,000	0	0	**11-4330**	Grants (SCA Grant)	50,000	50,000	
	0		300	300	**11-4350**	Miscellaneous	0	0	
72,029	**77,736**	**123,000**	**80,201**	**86,000**		**Sub-total Other Revenues**	**135,500**	**135,500**	**0**
					R3	**Interfund Transfers In**			
6,976	0	0	0	0	**11-4510**	From General Fund	0	0	
		0	0	0	**11-4580**	From Equipment Reserve	0	0	
6,976	**0**	**0**	**0**	**0**		**Sub-total Interfund Transfers In**	**0**	**0**	**0**
180,638	**180,486**	**242,193**	**205,128**	**210,927**		**Total Revenues**	**233,136**	**232,209**	**927**

11 - ROAD EXPENSES 2019-2020 (continued)

2016-2017 Actual	2017-2018 Actual	2018-2019 Budget	6/5/2019 Yr. to Date	6/30/2019 Projected	Acct. No.	Description	2019-2020 Proposed	2019-2020 Adopted	2019-2020 Adjusted
					E1	**Personnel Services**			
	23,067	21,026	19,038	22,500	**11-5110**	Salaries	21,856	21,939	83
	2,791	2,500	1,806	1,971	**11-5120**	Taxes	2,404	2,413	9
	3,476	6,575	6,161	6,721	**11-5130**	Benefits	7,819	8,025	206
0	**29,334**	**30,101**	**27,005**	**31,192**		**Sub-total Personnel Services**	**32,079**	**32,377**	**298**
					E2	**Exp. - Materials and Services**			
425	323	400	207	75	**11-6210**	Advertising	100	250	150
2,063	660	1,320	1,210	1,210	**11-6220**	City Attorney	1,320	1,320	
1,420	1,677	1,425	1,095	1,100	**11-6230**	Contract Services	1,120	1,120	
0	0	2,500	0	0	**11-6240**	Engineering Consultants	2,500	2,500	
9,474	4,738	5,000	3,690	3,700	**11-6260**	Materials & Supplies	4,215	19,215	15,000
77	392	400	162	175	**11-6290**	Bank Charges and Fees	200	200	
2,572	1,658	1,200	893	893	**11-6310**	Insurance	1,100	1,100	
54	200	500	139	139	**11-6320**	Education	500	500	
253	235	100	59	100	**11-6340**	Utilities	0	0	
100					**11-6344**	Utilities - Garbage	100	100	
690	232	1,000	8	8	**11-6350**	Equipment Maintenance	1,000	1,000	
	609	250	126	126	**11-6360**	Building Maintenance	250	250	
17,128	**10,724**	**14,095**	**7,589**	**7,527**		**Sub-total Materials and Services**	**12,405**	**27,555**	**15,150**
					E3	**Capital Outlay**			
		50,000	0	0	**11-7130**	Special Projects/Grants	50,000	50,000	
500	500	500	500	500	**11-7140**	Bike and Walkway Improvements	500	500	
0	0	15,000	0	0	**11-7150**	Capital Improvements	25,000	25,000	
					11-7160	Equipment	20,000	20,000	
500	**500**	**65,500**	**500**	**500**		**Sub-total Capital Outlay**	**95,500**	**95,500**	**0**
					E4	**Debt Service**	**0**	**0**	**0**

11 - ROAD EXPENSES 2019-2020 (continued)									
2016-2017 Actual	**2017-2018 Actual**	**2018-2019 Budget**	**6/5/2019 Yr. to Date**	**6/30/2019 Projected**	**Acct. No.**	**Description**	**2019-2020 Proposed**	**2019-2020 Adopted**	**2019-2020 Adjusted**
					E5	**Interfund Transfers Out**			
57,364	0	50,000	50,000	50,000	**11-8110**	To General Fund	25,000	25,000	
2,500	15,000	25,000	25,000	25,000	**11-8180**	To Equipment Reserve Fund	0	0	
					11-8190	To Road Reserve Fund	48,152	32,075	16,077
59,864	**15,000**	**75,000**	**75,000**	**75,000**		**Sub-total Interfund Transfers Out**	**73,152**	**57,075**	**16,077**
					E6	**Other Expenses**			
0		35,000	0	0	**11-9110**	Operating Contingency	20,000	19,702	206
0		22,497	0	0	**11-9130**	Unappropriated Funds	0	0	
0	**0**	**57,497**	**0**	**0**		**Sub-total Other Expenses**	**20,000**	**19,702**	**206**
77,492	**55,558**	**242,193**	**110,094**	**114,218**		**Total Expenses**	**233,136**	**232,209**	**31,433**
180,638	180,486	242,193	205,128	210,927		FUND REVENUES	233,136	232,209	927
77,492	55,558	242,193	110,094	114,218		FUND EXPENSES	233,136	232,209	31,433
103,146	124,927	0	95,034	96,709		Excess Rev./over/under Expenses	0	0	0
103,146	**124,927**	**0**	**95,034**	**96,709**		**Fund Balances - Ending**	**0**	**0**	**0**

FUND: 11 - ROAD FUND			
		Sub-line	Line
MATERIALS & SERVICES		item total	Total
11-6210	**ADVERTISING (25/5/35/35)**		
	Budget Hearing, Recruitment Ads, etc.	250	
		250	**250**
11-6220	**CITY ATTORNEY (20/10/35/350**		
	Morley Thomas Lawfirm ($13,200)	1,320	
		1,320	**1,320**
11-6230	**CONTRACT SERVICES (25/5/35/35)**		
	Accuity LLC (Auditing Firm)($10,500)	525	
	Cascades West COG (Tech Services)($2,000)	100	
	Codification (Final bill + Annual $450 + 30 pages @$20 each)($5,500)	275	
	CSA Finance Software ($2,000)	100	
	GoDaddy.com (Website Hosting) ($200)	10	
	Magix (Xara)($200	10	
	Wells Fargo (copier lease agreement)($2,000)	100	
		1,120	**1,120**
11-6240	**ENGINEERING CONSULTANTS**		
	The Dyer Partnership (Engineering Firm)	2,500	
		2,500	**2,500**
11-6260	**MATERIALS & SUPPLIES (25/5/35/35)**		
	Cascades West Council of Government (Membership)($1,300)	65	
	Curb Painting	1,000	
	Expense Reimbursements	250	
	Fuel	750	
	Gravel	750	
	Herbicides	400	
	League of Oregon Cities (Membership)($800)	40	

11-6260	**MATERIALS & SUPPLIES (Continued) (25/5/35/35)**		
	National Business Solutions ($2,500)	125	
	Office Supplies (printer cartridges, toner, paper, pens, pencils, etc.)	300	
	Oregon Government Ethics ($400)	20	
	Road Signage	500	
	Shred NW ($360)	15	
	Vacating of Streets	15,000	
		19,215	**19,215**
11-6290	**BANK CHARGES & FEES**		
	Money order fees, misc. costs	200	
		200	**200**
11-6310	**INSURANCE (25/5/35/35)**		
	Workers Comp ($7,000)	350	
	Property Liability ($15,000)	750	
		1,100	**1,100**
11-6320	**EDUCATION**		
	Employee Development	500	
		500	**500**
11-6340	**UTILITIES**		
	Garbage (Republic Services)	100	
		100	**100**
11-6350	**EQUIPMENT MAINTENANCE**		
	Equipment Maintenance	1,000	
		1,000	**1,000**
11-6360	**BUILDING MAINTENANCE**		
	City Hall Maintenance (lights, filters,etc)	250	
		250	**250**
	TOTAL MATERIALS & SERVICES	***27,555***	***27,555***

CAPITAL OUTLAY			
11-7130	**SPECIAL PROJECTS (SCA GRANT)**		
	SCA Grant	50,000	
		50,000	**50,000**
11-7140	**BIKE AND WALKWAY IMPROVEMENTS**		
	Bike and Walkway Improvements	500	
		500	**500**
11-7150	**CAPITAL IMPROVEMENTS**		
	Street Repairs	25,000	
		25,000	**25,000**
11-7160	**EQUIPMENT**		
	Equipment	20,000	
		20,000	**20,000**
	TOTAL CAPITAL OUTLAY	***95,500***	***95,500***
TRANSFERS OUT			
	ROAD TRANSFERS OUT		
11-8110	General Fund	25,000	
11-8190	Road Reserve Fund	33,152	33,152
		58,152	**58,152**
	TOTAL TRANSFERS OUT	***58,152***	***58,152***
OTHER EXPENSES			
11-9110	**OPERATING CONTINGENCY**		
	Operating Contingency	19,702	
		19,702	**19,702**
	TOTAL OTHER EXPENSES	***19,702***	***19,702***

ENTERPRISE FUND
WATER - 14

Department Description:

The Public Works Department oversees the Water Utilities for the City of Scio. The two primary responsibilities are:

- Water Storage/distribution
- Water Treatment

The City's water system has:

- .619 Million gallons per day capacity
- .5 Million gallons treated water storage capacity
- .091 Million gallons avg. daily consumption
- 388 Connections
- 55 Fire hydrants
- 7.09 Miles of water main lines

Important Highlights:

- Reservoir Cleaning
- Calibrate Water Source Measurement Gauges
- Waterline Repairs

14 - WATER FUND REVENUES 2019-2020

2016-2017 Actual	2017-2018 Actual	2018-2019 Budget	6/5/2019 Yr. to Date	6/30/2019 Projected	Acct. No.	Description	2019-2020 Proposed	2019-2020 Adopted	2019-2020 Adjusted
					R1	**Fund Revenues**			
366,544	406,841	278,386	278,386	278,386	**14-4100**	Beginning Cash Balance	201,658	197,878	3,780
401	4,962	5,000	6,139	7,500	**14-4110**	Investment Earnings	8,500	8,500	
366,945	**411,802**	**283,386**	**284,525**	**285,886**		**Sub-total Fund Revenues**	**210,158**	**206,378**	**3,780**
					R2	**Other Revenues**			
240,777	251,828	269,640	248,858	272,866	**14-4300**	User Fees	292,000	292,000	
			1,111	1,227	**14-4301**	Late Charges	1,000	1,000	
			1,920	2,119	**14-4302**	24 Hour Notice	1,500	1,500	
			50	50	**14-4303**	Reconnect Fees	0	0	
			1,180	1,180	**14-4304**	Backflow Tests	3,000	3,000	
31,394	10,500	7,000	14,000	14,000	**14-4310**	New Connections	10,500	10,500	
	5,200	4,000	3,100	3,200	**14-4320**	Water Deposits (refundables)	5,000	5,000	
1,902	478	500	457	500	**14-4350**	Miscellaneous	500	500	
274,073	**268,006**	**281,140**	**270,676**	**295,141**		**Sub-total Other Revenues**	**313,500**	**313,500**	**0**
					R3	**Interfund Transfers In**			
12,575	0	0	0	0	**14-4510**	**From General Fund**			
12,575	**0**	**0**	**0**	**0**		**Sub-total Interfund Transfers In**	**0**	**0**	**0**
653,593	**679,808**	**564,526**	**555,201**	**581,027**		**Total Revenues**	**523,658**	**519,878**	**3,780**

14 - WATER FUND EXPENSES 2019-2020

2016-2017 Actual	2017-2018 Actual	2018-2019 Budget	6/5/2019 Yr. to Date	6/30/2019 Projected	Acct. No.	Description	2019-2020 Proposed	2019-2020 Adopted	2019-2020 Adjusted
					E1	**Personnel Services**			
0	84,222	87,255	74,941	81,754	**14-5110**	Salaries	85,526	85,831	305
0	8,750	11,985	6,904	7,533	**14-5120**	Taxes	9,408	9,441	33
0	13,333	26,215	24,856	27,116	**14-5130**	Benefits	31,413	32,253	840
0	**106,305**	**125,455**	**106,702**	**116,403**		**Sub-total Personnel Services**	**126,347**	**127,525**	**1,178**
					E2	**Materials and Services**			
1,489	742	1,200	662	662	**14-6210**	Advertising	500	700	200
4,813	5,280	4,620	4,235	4,235	**14-6220**	City Attorney	4,620	4,620	
3,729	10,066	10,000	7,666	7,666	**14-6230**	Contract Services	8,800	8,800	
0	0	2,500	150	150	**14-6240**	Engineering Consultants	1,000	1,000	
14,515	20,295	19,000	12,040	12,200	**14-6260**	Materials & Supplies	15,580	15,580	
127	203	250	214	250	**14-6280**	Miscellaneous	3,500	3,500	
1,540	1,269	1,300	578	650	**14-6290**	Bank Charges and Fees	800	800	
539	117	0	0	0	**14-6300**	Bad Checks	0	0	
4,747	4,974	8,400	6,659	6,659	**14-6310**	Insurance	7,700	7,700	
603	1,065	2,000	955	955	**14-6320**	Education	2,000	2,000	
12,492	13,064	14,000	11,477	12,550		Utilities	0	0	
					14-6341	Utilities - Electricity	12,000	12,000	
					14-6342	Utilities - Gas	800	800	
					14-6343	Utilities - Telephone	1,100	1,100	
					14-6344	Utilities - Garbage	100	100	
20,816	3,396	4,500	4,551	4,551	**14-6350**	Equipment Maintenance	9,800	29,800	20,000
110	1,335	2,500	724	900	**14-6360**	Building Maintenance	1,000	1,000	
4,874	3,538	3,000	3,762	4,262	**14-6420**	Water Deposit Refunds	5,000	5,000	
70,394	**65,344**	**73,270**	**53,672**	**55,690**		**Sub-total Materials and Services**	**74,300**	**94,500**	**20,200**
					E3	**Capital Outlay**			
200	20,686	10,000	0	0	**14-7150**	Capital Improvements	24,000	40,000	
0	457	1,000	725	725	**14-7160**	Equipment	40,000	24,000	
200	**21,143**	**11,000**	**725**	**725**		**Sub-total Capital Outlay**	**64,000**	**64,000**	**0**

14 - WATER FUND EXPENSES 2019 - 2020 (Continued)

2016-2017 Actual	2017-2018 Actual	2018-2019 Budget	6/5/2019 Yr. to Date	6/30/2019 Projected	Acct. No.	Description	2019-2020 Proposed	2019-2020 Adopted	2019-2020 Adjusted
					E4	**Debt Service**			
41,013	50,332	50,500	50,332	50,332	**14-7500**	Water Loan	50,500	50,500	
41,013	**50,332**	**50,500**	**50,332**	**50,332**		**Sub-total Debt Service**	**50,500**	**50,500**	**0**
					E5	**Interfund Transfers Out**			
110,161	0	50,000	50,000	50,000	**14-8110**	To General Fund	75,000	75,000	
20,000	133,000	85,000	85,000	85,000	**14-8160**	To Water Reserve	108,511	84,531	23,980
5,000	20,000	25,000	25,000	25,000	**14-8180**	To Equipment Reserve	0	0	
135,161	**153,000**	**160,000**	**160,000**	**160,000**		**Sub-total Interfund Transfers Out**	**183,511**	**159,531**	**23,980**
					E6	**Other Expenses**			
0	5,000	80,000	0	0	**14-9110**	Operating Contingency	25,000	23,822	1,178
0		64,301	0	0	**14-9130**	Unappropriated Funds	0	0	0
0	**5,000**	**144,301**	**0**	**0**		**Sub-total Other Expenses**	**25,000**	**23,822**	**1,178**
246,768	**401,124**	**564,526**	**371,430**	**383,150**		**Total Expenses**	**523,658**	**519,878**	**46,536**
653,593	679,808	564,526	555,201	581,027		FUND REVENUES	523,658	519,878	46,536
246,768	401,124	564,526	371,430	383,150		FUND EXPENSES	523,658	519,878	46,536
406,825	278,685	0	183,771	197,878		Excess Rev./over/under Expenses	0	0	0
406,825	**278,685**	**0**	**183,771**	**197,878**		**Fund Balances - Ending**	**0**	**0**	**0**

FUND: 14 - WATER FUND			
		Sub-line	Line
MATERIALS & SERVICES		item total	Total
14-6210	**ADVERTISING (25/5/35/35)**		
	Budget Hearings, Recruitment Ads, etc.	700	
		700	**700**
14-6220	**CITY ATTORNEY (20/10/35/35)**		
	Morley Thomas Law firm ($13,200)	4,620	
		4,620	**4,620**
14-6230	**CONTRACT SERVICES (25/5/35/35)**		
	Accuity LLC (Auditing Firm) ($10,500)	3,675	
	Cascades West COG (Tech Services)($2,000)	700	
	Codification (Final bill + Annual $450 + 30 pages @$20 each)($5,500)	1,925	
	CSA Finance Software ($2,000)	700	
	GoDaddy.com (Website Hosting)($200)	70	
	Magix (Xara)($200)	70	
	RVS Software	425	
	Scio School District (Well 4 Lease - $30/month)	360	
	Wells Fargo (copier lease agreement)($2,000)	875	
		8,800	**8,800**
14-6240	**ENGINEERING CONSULTANTS**		
	The Dyer Partnership (Engineering Firm)	1,000	
		1,000	**1,000**
14-6260	**MATERIALS & SUPPLIES (25/5/35/35)**		
	Amazon Prime Membership ($140)	50	
	Analytical Laboratory	1,000	
	Cascades West Council of Government (Membership)($1,300)	455	
	Expense Reimbursements	500	
	Fuel	1,750	
	Gravel	1,000	

14-6260	**MATERIALS & SUPPLIES (Continued) (25/5/35/35)**		
	Herbicides	750	
	Lab Supplies	500	
	League of Oregon Cities (Membership)($800)	280	
	Meter Boxes and Supplies	5,000	
	National Business Solutions - Copier ($2,500)	875	
	OAWU Membership (50% of 250)	125	
	Office Supplies (printer cartridges, toner, paper, pens, pencils, etc.)	1,500	
	Oregon Government Ethics ($400)	140	
	Postage	1,250	
	Safety Gear	300	
	Shred NW ($360)	105	
		15,580	**15,580**
14-6280	**MISCELLANEOUS**		
	Miscellaneous	500	
	Back Flow Testing (Customers - $45 each)	3,000	
		3,500	**3,500**
14-6290	**BANK CHARGES & FEES**		
	Money Order Fees, Misc. Costs	800	
		800	**800**
14-6310	**INSURANCE (25/5/35/35)**		
	Workers Comp ($7,000)	2,450	
	Property Liability ($15,000)	5,250	
		7,700	**7,700**
14-6320	**EDUCATION**		
	Employee Development, Continued Education Credits	2,000	
		2,000	**2,000**

14-6340	**UTILITIES**		
	Electricity (Pacific Power)	12,000	
	Gas (Northwest Natural)	800	
	Telephone (SMTA & Dial Long Distance)	1,100	
	Garbage (Republic Services)	100	
		14,000	**14,000**
14-6350	**EQUIPMENT MAINTENANCE**		
	Vehicle, pumps, etc.	1,000	
	Reservoir Cleaning	5,000	
	Source Meter Calibration	2,500	
	Back Flow Testing City Devices @$45 each	500	
	Miscellaneous	800	
	Water Line Maintenance	20,000	
		29,800	**29,800**
14-6360	**BUILDING MAINTENANCE**		
	City Hall Maintenance (lights, filters,etc.)	500	
	Building Maintenance (Well 3, Well 4, 6th Street Shop)	500	
		1,000	**1,000**
14-6420	**WATER DEPOSIT REFUNDS**		
	Water Deposit Refunds	5,000	
		5,000	**5,000**
	TOTAL MATERIALS & SERVICES	**94,500**	**94,500**

CAPITAL OUTLAY			
14-7150	**CAPITAL IMPROVEMENTS**		
	Capital Improvements	24,000	
		24,000	**24,000**
14-7160	**EQUIPMENT**		
	Equipment	40,000	
		40,000	**40,000**
	TOTAL CAPITAL OUTLAY	***40,000***	***40,000***
DEBT SERVICE			
14-7500	**WATER LOAN**		
	Water Loan	50,500	
		50,500	**50,500**
	TOTAL DEBT SERVICE	***50,500***	***50,500***
TRANSFERS OUT			
	WATER FUND TRANSFERS OUT		
14-8110	General Fund	75,000	
14-8160	Water Reserve	84,931	
		159,931	159,931
	TOTAL TRANSFERS OUT	***159,931***	***159,931***
OTHER EXPENSES			
14-9110	**OPERATING CONTINGENCY**		
	Operating Contingency	23,822	
		23,822	**23,822**
	TOTAL OTHER EXPENSES	***23,822***	***23,822***

ENTERPRISE FUND
SEWER/STORM WATER SYSTEMS - 15

Department Description:

The Sewer System is managed by the Public Works Operators. The city's sewer system collects wastewater through a network of sewer mains that run throughout the City of Scio. Scio uses a "lagoon system" to enable the safe discharge of the reclaimed water, meeting all of the state and federal regulatory requirements.

The Sewer System hosts:

- .662 Million gallons per day of treatment capacity
- 130 Million gallons of average daily treatment
- 343 Sewer Connections
- 2 Sanitary Lift Stations
- 6.2 Miles of sewer main lines

The Storm Water Drainage System hosts:

- 2.2 Miles of piping
- 93 Manholes
- 67 Catch Basins

Important Highlights:

- TV – Sewer Lines, beginning an ongoing rotation of the four city quadrants for rotating maintenance services.

15 - SEWER FUND REVENUES 2019-2020

2016-2017 Actual	2017-2018 Actual	2018-2019 Budget	6/5/2019 Yr. to Date	6/30/2019 Projected	Acct. No.	Description	2019-2020 Proposed	2019-2020 Adopted	2019-2020 Adjusted
					R1	**Fund Revenues**			
94,502	132,737	102,505	102,505	102,505	**15-4100**	Beginning Cash Balance	43,360	30,506	12,854
107	0	0	0	0	**15-4110**	Investment Earnings			
94,609	**132,737**	**102,505**	**102,505**	**102,505**		**Sub-Total Fund Revenues**	**43,360**	**30,506**	**12,854**
					R2	**Other Revenues**			
174,273	180,651	186,000	173,442	190,000	**15-4300**	User Fees	196,000	196,000	
			1,111	1,226	**15-4301**	Late Charges	1,000	1,000	
			1,921	2,117	**15-4302**	24 Hour Notice	1,500	1,500	
			50	50	**15-4303**	Reconnect Fees	0	0	
20,000	7,500	5,000	10,000	10,000	**15-4310**	New Connections	7,000	7,000	
194,273	**188,151**	**191,000**	**186,524**	**203,393**		**Sub-Total Other Revenues**	**205,500**	**205,500**	**0**
					R3	**Interfund Transfers In**			
12,575	0	0	0	0	**15-4510**	From General Fund	0	**0**	
12,575	**0**	**0**	**0**	**0**		**Sub-Total Interfund Transfers In**	**0**	**0**	**0**
301,457	**320,888**	**293,505**	**289,029**	**305,898**		**Total Revenues**	**248,860**	**236,006**	**12,854**

15 - SEWER FUND EXPENSES 2019-2020

2016-2017 Actual	2017-2018 Actual	2018-2019 Budget	6/5/2019 Yr. to Date	6/30/2019 Projected	Acct. No.	Description	2019-2020 Proposed	2019-2020 Adopted	2019-2020 Adjusted
					E1	**Personnel Services**			
0	90,558	87,255	77,941	84,893	**15-5110**	Salaries	85,526	85,831	305
0	7,414	11,985	6,904	7,497	**15-5120**	Taxes	9,408	9,441	33
0	13,333	26,215	24,856	26,404	**15-5130**	Benefits	31,413	32,253	840
0	**111,305**	**125,455**	**109,702**	**118,794**		**Sub-total Personnel Services**	**126,347**	**127,525**	**1,178**

15 - SEWER FUND EXPENSES 2019-2020 (continued)

2016-2017 Actual	2017-2018 Actual	2018-2019 Budget	6/5/2019 Yr. to Date	6/30/2019 Projected	Acct. No.	Description	2018-2019 Proposed	2018-2019 Adopted	2018-2019 Adjusted
					E2	**Materials and Services**			
1,489	742	1,200	662	662	**15-6210**	Advertising	500	700	200
4,813	5,280	4,620	4,235	4,235	**15-6220**	City Attorney	4,620	4,620	
3,369	6,405	10,000	10,218	10,218	**15-6230**	Contract Services	10,765	10,765	
0	0	3,500	660	660	**15-6240**	Engineering Consultants	2,000	2,000	
23,844	18,139	19,500	17,001	17,001	**15-6260**	Materials & Supplies	16,330	16,330	
0	174	250	184	184	**15-6280**	Miscellaneous	500	500	
1,539	1,267	1,300	576	700	**15-6290**	Bank Charges and Fees	800	800	
4,747	4,974	8,400	6,659	6,659	**15-6310**	Insurance	7,700	7,700	
647	984	2,000	1,953	1,953	**15-6320**	Education	1,500	1,500	
10,494	9,542	10,400	8,615	9,350	**15-6340**	Utilities	0	0	
					15-6341	Utilities - Electricity	6,800	6,800	
					15-6342	Utilities - Gas	2,200	2,200	
					15-6343	Utilities - Telephone	1,100	1,100	
					15-6344	Utilities - Garbage	150	150	
6,576	5,326	6,500	13,958	13,958	**15-6350**	Equipment Maintenance	7,000	27,000	20,000
0	1,239	3,750	1,376	1,376	**15-6360**	Building Maintenance	1,000	1,000	
57,518	**54,072**	**71,420**	**66,096**	**66,956**		**Sub-total Materials and Services**	**62,965**	**83,165**	**20,200**
					E3	**Capital Outlay**			
0	0	75,000	65,661	75,000	**15-7130**	Special Projects/Grants	0	0	
		1,000	642	642	**15-7160**	Equipment	40,000	20,000	20,000
0	**0**	**76,000**	**66,303**	**75,642**		**Sub-total Capital Outlay**	**40,000**	**20,000**	**20,000**
0	**0**	**0**	**0**	**0**	**E4**	**Debt Service**	**0**	**0**	**0**

15 - SEWER FUND EXPENSES 2019-2020 (continued)

2016-2017 Actual	2017-2018 Actual	2018-2019 Budget	6/5/2019 Yr. to Date	6/30/2019 Projected	Acct. No.	Description	2019-2020 Proposed	2019-2020 Adopted	2019-2020 Adjusted
					E5	**Interfund Transfers Out**			
111,161	0	0	0	0	**15-8110**	To General Fund	0		
	48,000	0	0	0	**15-8170**	To Sewer Reserve	0		
	5,000	0	0	0	**15-8180**	To Equipment Reserve	0		
111,161	**53,000**	**0**	**0**	**0**		**Sub-total Transfers Out**	**0**	**0**	**0**
					E6	**Other Expenses**			
0		20,629	14,000	14,000	**15-9110**	Operating Contingency	19,548	5,316	14,232
0		0	0	0	**15-9130**	Unappropriated Funds	0		0
0	**0**	**20,629**	**14,000**	**14,000**		**Sub-total Other Expenses**	**19,548**	**5,316**	**14,232**
168,679	**218,377**	**293,504**	**256,100**	**275,392**		**Total Expenses**	**248,860**	**236,006**	**55,610**
301,457	320,888	293,505	289,029	305,898		FUND REVENUES	248,860	236,006	12,854
168,679	218,377	293,504	256,100	275,392		FUND EXPENSES	248,860	236,006	55,610
132,778	102,510	1	32,929	30,506		Excess Rev./over/under Expenses	0	0	0
132,778	**102,510**	**1**	**32,929**	**30,506**		**Fund Balances - Ending**	**0**	**0**	**0**

FUND: 15 - SEWER FUND			
		Sub-line	Line
MATERIALS & SERVICES		item total	Total
15-6210	**ADVERTISING (25/5/35/35)**		
	Budget Hearings,Recruitment Ads, etc.	700	
		700	**700**
15-6220	**CITY ATTORNEY (20/10/35/35)**		
	Morley Thomas Lawfirm (35% of $13,200)	4,620	
		4,620	**4,620**
15-6230	**CONTRACT SERVICES (25/5/35/35)**		
	Accuity LLC (Auditing Firm) ($10,500)	3,675	
	Cascades West COG (Tech Services) ($2,000)	700	
	Codification (Final bill + Annual $450 + 30 pages @$20 each) ($5,500)	1,925	
	CSA Finance Software ($2,000)	700	
	GoDaddy.com (Website Hosting)($200)	70	
	Magix (Xara)($200)	70	
	RVS Software (50% of $850)	425	
	Wells Fargo (copier lease agreement)($2,000)	700	
	Xylem	2,500	
		10,765	**10,765**
15-6240	**ENGINEERING CONSULTANTS**		
	The Dyer Partnership	2,000	
		2,000	**2,000**
15-6260	**MATERIALS & SUPPLIES (25/5/35/35)**		
	Amazon Prime Membership ($140)	50	
	Analytical Laboratory	3,000	
	Cascades West Council of Government (Membership)($1,300)	455	
	Chlorine/Dechlorination Tablets	4,000	
	Expense Reimbursements	500	
	Fuel	2,000	

15-6260	**MATERIALS & SUPPLIES (Continued) (25/5/35/35)**		
	Gravel	1,000	
	Herbicides	500	
	Lab Supplies	750	
	League of Oregon Cities (Membership) ($800)	280	
	National Business Solutions - Copier ($2,500)	875	
	OAWU Membership (50% of $250)	125	
	Office Supplies (printer cartridges, toner, paper, pens, pencils, etc.)	1,000	
	Oregon Government Ethics ($400)	140	
	Postage	1,250	
	Safety Gear	300	
	Shred NW ($360)	105	
		16,330	**16,330**
15-6280	**MISCELLANEOUS**		
	Miscellaneous	500	
		500	**500**
15-6290	**BANK CHARGES & FEES**		
	Money Order Fees, Misc. Costs	800	
		800	**800**
15-6310	**INSURANCE (25/5/35/35)**		
	Workers Comp ($7,000)	2,450	
	Property Liability Insurance: City Liability, City Auto ($15,000)	5,250	
		7,700	**7,700**
15-6320	**EDUCATION**		
	Employee Development, Continued Education Credits	1,500	
		1,500	**1,500**

15-6340	**UTILITIES**		
	Electricity (Pacific Power)	6800	
	Gas (Northwest Natural)	2200	
	Telephone (SMTA & Dial Long Distance)	1100	
	Garbage (Republic Services)	150	
		10,250	**10,250**
15-6350	**EQUIPMENT MAINTENANCE**		
	Step Systems	2,000	
	TV- Sewer Lines	3,000	
	Vehicle, pumps, etc.	1,000	
	Miscellaneous	1,000	
	Sewer Line Maintenance	20,000	
		27,000	**27,000**
15-6360	**BUILDING MAINTENANCE**		
	City Hall Maintenance (lights, filters, etc.)	500	
	Building Maintenance (Lagoon Lab, Lift Stations, 6th Street Shop)	500	
		1,000	**1,000**
	TOTAL MATERIALS & SERVICES	***83,165***	***83,165***
CAPITAL OUTLAY			
15-7160	**EQUIPMENT**		
	Equipment	20,000	
		20,000	
	TOTAL TRANSFERS OUT	***20,000***	***20,000***
OTHER EXPENSES			
15-9110	**OPERATING CONTINGENCY**		
	Operating Contingency	5,316	
		5,316	**5,316**
	TOTAL OTHER EXPENSES	***5,316***	***5,316***

16 - WATER LOAN RESERVE REVENUES 2019-2020 - ACCOUNT CLOSED

2016-2017 Actual	2017-2018 Actual	2018-2019 Budgeted	6/5/2019 Yr. to Date	6/30/2019 Final Yr. End	Acct. No.	Description	2019-2020 Proposed	2019-2020 Adopted	2019-2020 Adjusted
					R1	**Fund Revenues**			
40,002					**16-4100**	Beginning Cash Balance			
108					**16-4110**	Investment Earnings			
40,110	**0**	**0**	**0**	**0**		**Total Fund Revenues**	**0**	**0**	**0**

16 - WATER LOAN RESERVE EXPENSES 2019-2020 - ACCOUNT CLOSED

					E4	**Debt Services**			
37,997					**19-7500**	Water Loan			
37,997	**0**	**0**	**0**	**0**		**Total Debt Service**	**0**	**0**	**0**
					E6	**Other Expenses**			
0	0				**16-9110**	Operating Contingency			
0	0				**16-9120**	Ending Bal. (prior years)	0	0	0
0	**0**	**0**	**0**	**0**		**Total Other Expenses**	**0**	**0**	**0**
37,997	**0**	**0**	**0**	**0**		**Total Fund Expenses**	**0**	**0**	**0**
40,110	0	0	0	0		FUND REVENUES	0	0	0
37,997	0	0	0	0		FUND EXPENSES	0	0	0
2,113	0	0	0	0		Excess Rev/Over-Under Expenses	0	0	0

17 - WATER RESERVE REVENUES 2019-2020 (LGIP Acct.)

2016-2017 Actual	2017-2018 Actual	2018-2019 Budgeted	5/14/2019 Yr. to Date	6/30/2019 Final Yr. End	Acct. No.	Description	2019-2020 Proposed	2019-2020 Adopted	2019-2020 Adjusted
					R1	**Fund Revenues**			
39,716	60,940	195,057	190,333	190,333	**17-4100**	Beginning Cash Balance	278,076	278,076	
140	33		1,493	2,743	**17-4110**	Investment Earnings	12,000	12,000	
39,856	**60,973**	**195,057**	**191,826**	**193,076**		**Sub-Total Reveneus**	**290,076**	**290,076**	**0**
					R2	Other Revenues			
1,084	1,084	0	0	0	17-4350	Miscellaneous			
1,084	**1,084**	**0**	**0**	**0**		**Sub-Total Other Revenues**	**0**	**0**	**0**
					R3	Interfund Transfers In			
20,000	133,000	85,000	85,000	85,000	17-4530	Transfer from Water Fund	128,511	128,511	
20,000	**133,000**	**85,000**	**85,000**	**85,000**		**Sub-Total Other Revenues**	**128,511**	**128,511**	**0**
60,940	**195,057**	**280,057**	**276,826**	**278,076**		**Total Fund Revenues**	**418,587**	**418,587**	**0**

17 - WATER RESERVE EXPENSES 2019-2020

					E5	**Interfund Transfers Out**			
0	0	0	0	0	**17-8130**	To Water Fund	0	0	0
0	**0**	**0**	**0**	**0**		**Total Other Expenses**	**0**	**0**	**0**
0	**0**	**0**	**0**	**0**		**Total Expenses**	**0**	**0**	**0**
60,940	195,057	280,057	276,826	278,076		FUND REVENUES	418,587	418,587	0
0	0	0	0	0		FUND EXPENSES	0	0	0
60,940	195,057	280,057	276,826	278,076		Excess Rev./over/under Expenses	418,587	418,587	0
60,940	195,057	280,057	276,826	278,076		Fund Balances - Ending	418,587	418,587	0
						**Note: Water Reserve Funds Located in LGIP Treasury Acct.			

18 - SEWER RESERVE REVENUES 2019-2020

2016-2017 Actual	2017-2018 Actual	2018-2019 Budgeted	6/5/2019 Yr. to Date	6/30/2019 Projected	Acct. No.	Description	2019-2020 Proposed	2019-2020 Adopted	2019-2020 Adjusted
					R1	**Fund Revenues**			
43,729	43,763	91,774	86,201	86,201	**18-4100**	Beginning Cash Balance	87,055	87,055	
34	11	0	464	854	**18-4110**	Investment Earnings	2,400	2,400	
43,763	**43,774**	**91,774**	**86,665**	**87,055**		**Sub-Total Revenues**	**89,455**	**89,455**	**0**
					R2	**Other Revenues**			
0	48,000	0	0	0	**18-4540**	Transfer from Sewer Fund	20,000	20,000	
0	**48,000**	**0**	**0**	**0**		**Sub-total Other Revenues**	**20,000**	**20,000**	**0**
43,763	**91,774**	**91,774**	**86,665**	**87,055**		**Total Fund Revenues**	**109,455**	**109,455**	**0**

18 - SEWER RESERVE EXPENSES 2019-2020

					E5	**Interfund Transfers Out**			
0	0	0		0	**18-8140**	To Sewer Fund	0	0	0
0	**0**	**0**	**0**	**0**		**Total Other Expenses**	**0**	**0**	**0**
0	**0**	**0**	**0**	**0**		**Total Fund Expenses**	**0**	**0**	**0**
43,763	91,774	91,774	86,665	87,055		FUND REVENUES	109,455	109,455	0
0	0	0	0	0		FUND EXPENSES	0	0	0
43,763	91,774	91,774	86,665	87,055		Excess Rev./over/under Expenses	109,455	109,455	0
43,763	91,774	91,774	86,665	87,055		Fund balances - Ending	109,455	109,455	0
						**Note: Sewer Reserve Funds Located in LGIP Treasury Acct.			

19 - EQUIPMENT RESERVE REVENUES 2019-2020 (LGIP Acct.)

2016-2017 Actual	2017-2018 Actual	2018-2019 Budget	6/5/2019 Yr. to Date	6/30/2019 Projected	Acct. No.	Description	2019-2020 Proposed	2019-2020 Adopted	2019-2020 Adjusted
					R1	**Fund Revenues**			
67,445	76,279	93,386	93,386	93,386	**19-4100**	Beginning Cash Balance	144,802	144,802	
103	29	50	766	1,416	**19-4110**	Investment Earnings	5,000	5,000	
67,548	**76,308**	**93,436**	**94,152**	**94,802**		**Sub-Total Revenues**	**149,802**	**149,802**	**0**
					R3	**Interfund Transfers In**			
2,500	15,000	25,000	25,000	25,000	**19-4520**	From Road Fund	0		
5,000	20,000	25,000	25,000	25,000	**19-4530**	From Water Fund	0		
1,000	5,000	0		0	**19-4540**	From Sewer Fund	0		
8,500	**40,000**	**50,000**	**50,000**	**50,000**		**Sub-Total Interfund Transfers In**	**0**	**0**	**0**
76,048	**116,308**	**143,436**	**144,152**	**144,802**		**Total Fund Revenues**	**149,802**	**149,802**	**0**

19 - EQUIPMENT RESERVE EXPENSES 2019-2020

					E3	**Capital Outlay**			
0	33,219	93,500	0	0	**19-7300**	Catagorized Expenses	0	0	
0	**33,219**	**93,500**	**0**	**0**		**Sub-Total Capital Outlay Expenses**	**0**	**0**	**0**
					E5	**Interfund Transfers Out**			
0	0	0			**19-8110**	Transfer to General Fund			
					19-8120	Transfer to Road Fund			
					19-8130	Transfer to Water Fund			
					19-8140	Transfer to Sewer Fund			
0	**0**	**0**	**0**	**0**		**Sub-Total Inter. Transfers Out Exp.**	**0**	**0**	**0**
0	**33,219**	**93,500**	**0**	**0**		**Total Fund Expenses**	**0**	**0**	**0**
76,048	116,308	143,436	144,152	144,802		FUND REVENUES	149,802	149,802	0
0	33,219	93,500	0	0		FUND EXPENSES	0	0	0
76,048	83,088	49,936	144,152	144,802		Excess Rev/Over-Under Expenses	149,802	149,802	0
						**Note: Equipment Reserve Funds Located in LGIP Treasury Acct.			

20 - ROAD RESERVE REVENUES 2019-2020 (LGIP Acct.)

					Acct. No.	Description	2019-2020 Proposed	2019-2020 Adopted	2019-2020 Adjusted
					R1	**Fund Revenues**			
					20-4100	Beginning Cash Balance	0		
					20-4110	Investment Earnings	1,500	1,000	500
						Sub-Total Revenues	**1,500**	**1,000**	**500**
					R2	**Other Revenues**			
					20-4520	Transfer from Road Fund	48,152	32,075	16,077
						Sub-Total Other Revenues	**48,152**	**32,075**	**16,077**
0	**0**	**0**	**0**	**0**		**Total Fund Revenues**	**49,652**	**33,075**	**16,577**

20 - ROAD RESERVE EXPENSES 2019-2020

					E5	**Interfund Transfers Out**			
					20-8120	To Road Fund			
						Total Debt Service	**0**	**0**	**0**
						Total Other Expenses	**0**	**0**	**0**
0	**0**	**0**	**0**	**0**		**Total Fund Expenses**	**0**	**0**	**0**
						FUND REVENUES	49,652	33,075	16,577
						FUND EXPENSES	0	0	0
						Excess Rev/Over-Under Expenses	49,652	33,075	16,577
						**Note: Road Reserve Funds Located in LGIP Treasury Acct.			

INTERFUND TRANSFERS 2019 - 2020 BUDGET

Transfers Out	Acct #	$$	Transfers In	Acct #	$$
ROAD FUND	11-8110	$ 25,000	GENERAL FUND	10-4520	$ 25,000
ROAD FUND	11-8190	$ 32,075	ROAD RESERVE FUND	20-4520	$ 32,075
WATER FUND	14-8110	$ 75,000	GENERAL FUND	10-4530	$ 75,000
WATER FUND	14-8160	$ 84,531	WATER RESERVE FUND	17-4530	$ 84,531
TOTAL TRANSFERS OUT		$ 216,606	TOTAL TRANSFERS IN		$ 216,606

FTE Schedule/Taxes/Benefits 2019-2020											
FTE	Dept.	Job Title	Gen. Fund	Road Fund	Sewer Fund	Water Fund	Total FTE	Salary	Taxes	Benefits	Total Cost
1.0	Admin.	City Manager	0.20	0.10	0.35	0.35	1.00	81,576	8,973	14,750	105,299
1.0	Admin.	Administrative Assistant	0.20	0.10	0.35	0.35	1.00	44,285	4,871	6,000	55,156
1.0	Library	Librarian	1.00				1.00	39,087	4,300	20,700	64,087
1.0	PW	Maintenance Worker	0.06	0.10	0.42	0.42	1.00	48,620	5,348	29,750	83,718
1.0	PW	Maintenance Worker	0.06	0.10	0.42	0.42	1.00	44,904	4,939	29,750	79,593
		Misc. Labor			0.05	0.05	0.10	5,000	550	0	5,550
		Category Totals	**1.52**	**0.40**	**1.59**	**1.59**	**5.10**	**263,472**	**28,982**	**100,950**	**393,404**
ALLOCATIONS OF SALARIES											
			Gen. Fund	**Road Fund**	**Sewer Fund**	**Water Fund**	**Sub-Totals**	**Totals**			
		City Manager	16,315	8,158	28,552	28,552	81,576	81,576			
		Administrative Assistant	8,857	4,429	15,500	15,500	44,285	44,285			
		Librarian	39,087				39,087	39,087			
		Maintenance Worker	2,917	4,862	20,420	20,420	48,620	48,620			
		Maintenance Worker	2,694	4,490	18,860	18,860	44,904	44,904			
		Misc. Labor			2,500	2,500	5,000	5,000			
		Category Totals	**69,871**	**21,939**	**85,831**	**85,831**	**263,472**	**263,472**			**263,472**
ALLOCATIONS OF TAXES											
			Gen. Fund	**Road Fund**	**Sewer Fund**	**Water Fund**	**Sub-Totals**	**Totals**			
		City Manager	1,795	897	3,141	3,141	8,974	8,974			
		Administrative Assistant	974	487	1,705	1,705	4,871	4,871			
		Librarian	4,300				4,300	4,300			
		Maintenance Worker	321	535	2,246	2,246	5,348	5,348			
		Maintenance Worker	296	494	2,074	2,074	4,939	4,939			
		Misc. Labor			275	275	550	550			
		Category totals	**7,686**	**2,413**	**9,441**	**9,441**	**28,982**	**28,982**			**28,982**
		(Employer taxes decreased from 12% in 2018 - 11% in 2019)									

ALLOCATION OF BENEFITS

	Gen Fund	Road Fund	Sewer Fund	Water Fund	Sub-Total	Total
City Manager	2,950	1,475	5,163	5,163	14,750	**14,750**
Administrative Assistant	1,200	600	2,100	2,100	6,000	**6,000**
Librarian	20,700				20,700	**20,700**
Maintenance Worker	1,785	2,975	12,495	12,495	29,750	**29,750**
Maintenance Worker	1,785	2,975	12,495	12,495	29,750	**29,750**
Category Totals	**28,420**	**8,025**	**32,253**	**32,253**	**100,950**	**100,950**	**100,950**

**Note: Employee pays 4% of individual insurance cost

TOTAL EMPLOYEE COSTS BY FUND

	Gen. Fund	Road Fund	Sewer Fund	Water Fund	*sub-total*	Totals
City Manager	21,060	10,530	36,855	36,855	105,300	105,300
Administrative Assistant	11,031	5,516	19,305	19,305	55,156	55,156
Librarian	64,087					64,087
Maintenance Worker	5,023	8,372	35,162	35,162	83,718	83,718
Maintenance Worker	4,776	7,959	33,429	33,429	79,593	79,593
Misc. Labor			2,775	2,775	5,550	5,550
	105,977	**32,377**	**127,525**	**127,525**	**393,404**	**393,404**

Total Salaries / Taxes / Benefits **393,404**

PROPOSED SALARY INCREASES

	2018-19	3.0 cola	Inc. Per Hr.	2019-2020
City Manager	79,200	2,376	1.15	81,576
Administrative Assistant	42,995	1,290	0.63	44,285
Librarian	37,949	1,138	0.55	39,087
Maintenance Worker	44,468	4,152	$2.00	48,620
Maintenance Worker	43,596	1,308	0.63	44,904
Misc. Labor	8,900	0	0	5,000
	257,108	**10,264**		**263,472**

Cost of living increase based upon West Coast Consumer Price Index from January 2018-December 2018 was 3.1 % .

(Water/Wastewater Certs. Completed)

**** Work Hours in a Month = 173 x 12 = 2076 per year.**

FINANCIAL SUMMARY for 2019-2020 BUDGET YEAR		
REVENUES/RESOURCES	**Proposed Budget**	**Adopted Budget**
	This Yr's 2019-20	**2019-20 Fiscal Yr.**
Beginning Fund Balances		
General Fund	327,230	335,326
Road Fund	97,636	96,709
Water Fund	201,658	197,878
Sewer Fund	43,360	30,506
Total	**669,884**	**660,419**
Fees, Licenses, Permits, Fines, Assessments & Charges		
General Fund	32,000	32,000
Road Fund	20,500	20,500
Water Fund	322,000	322,000
Sewer Fund	205,500	205,500
Total	**580,000**	**580,000**
Federal, State , Grants, Gifts, Misc. Donations		
General Fund	31,000	31,000
Road Fund	115,000	115,000
Total	**146,000**	**146,000**
Interfund Transfers In		
General Fund	100,000	100,000
Total	**100,000**	**100,000**
Other Resources/Reserve Accounts		
Water Reserve	418,587	418,587
Sewer Reserve	109,455	109,455
Equipment Reserve	149,802	149,802
Road Reserve	49,652	33,075
Total	**727,496**	**710,919**
Current Year Property Taxes Estimated (2019-2020) Total	**256,500**	**256,500**
TOTAL REVENUES FOR 2019-2020 BUDGET YEAR	**2,479,880**	**2,453,838**

FINANCIAL SUMMARY - 2019 - 2020 BUDGET YEAR		
EXPENDITURES/REQUIREMENTS	**Proposed Budget**	**Adopted Budget**
	This Yr's 2019 - 2020	**2019-2020 Fiscal Yr.**
Personnel Service Expenses (Salaries/Taxes/Benefits)		
1.52 FTE - General Fund	104,501	105,977
0.40 FTE - Road Fund	32,079	32,377
1.59 FTE - Water Fund ($2,500 misc. labor)	126,347	127,525
1.59 FTE - Sewer Fund ($2,500 misc. labor)	126,347	127,525
5.1 Total	**389,274**	**393,404**
Materials & Service Expenses		
General Fund	169,320	169,520
Road Fund	12,405	27,555
Water Fund	94,300	94,500
Sewer fund	82,965	83,165
Total	**358,990**	**374,740**
Capital Outlay		
General Fund	442,909	442,909
Road Fund	95,500	95,500
Water Fund	24,000	64,000
Sewer Fund	0	20,000
Total	**562,409**	**622,409**
Debt Service		
Water Fund	25,500	25,500
Total	**25,500**	**25,500**
Interfund Transfer Expenses		
General Fund	0	0
Road Fund	73,152	57,075
Water Fund	203,511	159,531
Sewer Fund	20,000	0
Total	**296,663**	**216,606**
Contingencies		
General Fund	30,000	36,420
Road Fund	20,000	19,702
Water Fund	25,000	23,822
Sewer Fund	19,548	5,316
Total	**94,548**	**85,260**
Special Payments		
Water Fund - $25,000 water loan payment Dec 2019 - Principal Only	25,000	25,000
Total	**25,000**	**25,000**

Unappropriated Ending Balance		
General Fund	0	
Road Fund	0	
Water Fund	0	
Sewer Fund	0	
Total	**0**	
Other Resources/Reserve Accounts		
Water Reserve	418,587	418,587
Sewer Reserve	109,455	109,455
Equipment Reserve	149,802	149,802
Road Reserve	49,652	33,075
Total	**727,496**	**710,919**
TOTAL EXPENDITURES FOR 2019-2020 BUDGET YEAR	**2,479,880**	**2,453,838**
TOTAL REVENUES	**2,479,880**	**2,453,838**
TOTAL EXPENDITURES	**2,479,880**	**2,453,838**
BALANCE	**0**	**0**

FORM LB-1 NOTICE OF BUDGET HEARING

A public meeting of the Scio City Council will be held on June 10, 2019 at 6:00 pm at 38957 NW 1st Avenue, Scio, Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2019 as approved by the City of Scio Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at 38957 NW 1st Avenue, Scio, between the hours of 8:00 a.m. and 4:30 p.m. or online at http://ci.scio.or.us. 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. If different, the major changes and their effect on the budget are:

Contact: Virginia A. Allen, City Manager Telephone: (503) 394-3342 Email: ci.scio.v.allen@smt-net.com

FINANCIAL SUMMARY - RESOURCES			
TOTAL OF ALL FUNDS	Actual Amount 2017-2018	Adopted Budget This Year 2018-2019	Approved Budget Next Year 2019-2020
Beginning Fund Balance/Net Working Capital	795,947.00	753,913.00	669,884.00
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	511,800.00	517,140.00	580,000.00
Federal, State and all Other Grants, Gifts, Allocations and Donations	75,500.00	156,131.00	146,000.00
Revenue from Bonds and Other Debt	0.00	0.00	0.00
Interfund Transfers / Internal Service Reimbursements	0.00	100,000.00	100,000.00
All Other Resources Except Current Year Property Taxes	464,684.00	369,919.00	727,496.00
Current Year Property Taxes Estimated to be Received	225,000.00	240,000.00	256,500.00
Total Resources	**2,072,931.00**	**2,137,103.00**	**2,479,880.00**

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
Personnel Services	347,360.00	383,958.00	389,274.00
Materials and Services	336,730.00	329,181.00	358,990.00
Capital Outlay	27,500.00	330,300.00	562,409.00
Debt Service	25,500.00	25,500.00	25,500.00
Interfund Transfers	221,000.00	235,000.00	296,663.00
Contingencies	177,100.00	210,629.00	94,548.00
Special Payments	25,000.00	25,000.00	25,000.00
Unappropriated Ending Balance and Reserved for Future Expenditure	912,741.00	597,535.00	727,496.00
Total Requirements	**2,072,931.00**	**2,137,103.00**	**2,479,880.00**

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			
General Fund			
FTE	1.50	1.52	1.52
Road Fund			
FTE	0.42	0.40	0.40
Water Fund			
FTE	1.39	1.59	1.59
Sewer Fund			
FTE	1.39	1.59	1.59
Not Allocated to Organizational Unit or Program			
FTE			
Total Requirements	**2,072,391.00**	**2,137,103.00**	**2,479,880.00**
Total FTE	**4.70**	**5.10**	**5.10**

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING *

PROPERTY TAX LEVIES			
	Rate or Amount Imposed 2017-2018	Rate or Amount Imposed This Year 2018-2019	Rate or Amount Approved Next Year 2019-2020
Permanent Rate Levy (rate limit 4.9057 per $1,000)	4.9057	4.9057	4.9057
Local Option Levy			
Levy For General Obligation Bonds			

STATEMENT OF INDEBTEDNESS		
LONG TERM DEBT	Estimated Debt Outstanding on July 1.	Estimated Debt Authorized, But Not Incurred on July 1
General Obligation Bonds		
Other Bonds		
Other Borrowings		
Total	$220,851.73	$220,851.73

***** 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)

RESOLUTION NO. 19-03

A RESOLUTION DECLARING MUNICIPAL SERVICES FOR FISCAL YEAR 2019-2020

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

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,

BE IT RESOLVED, that the CITY OF SCIO hereby certifies that it provides the following four or more municipal services enumerated in Section 1, ORS 221.760:

X Police Protection
X Street construction, maintenance and lighting
X Sanitary Sewer
X Storm Sewers
X Planning, zoning, and subdivision control
X Water Utility services

Passed by the Scio City Council and executed by the Mayor on this 10th day of June, 2019, by a vote of _____ yeas and ____ nays.

Scio, Oregon

_____

Gary C. Weaver, Mayor ☐

Debbie Nuber, Council President ☐

ATTESTED BY:

_____

City Manager/City Budget Officer

RESOLUTION NO. 19-04

A RESOLUTION DECLARING THE CITY'S ELECTION TO RECEIVE STATE REVENUES.

The City of Scio ordains as follows:

Section 1. Pursuant to ORS 221.770, the city hereby elects to receive state revenues for fiscal year 2019-2020.

Passed by the Scio City Council and executed by the Mayor on this 10th day of June, 2019, by a vote of _____ yeas and ____ nays.

Scio, Oregon

_____

Gary C. Weaver, Mayor ☐

Debbie Nuber, Council President ☐

ATTESTED BY:

_____

City Manager/City Budget Officer

I certify that a public hearing before the Budget Committee was held on May 20, 2019 and a public hearing before the City Council was held on June 10, 2019, giving citizens an opportunity to comment on use of State Revenue Sharing.

_____

City Manager/City Budget Officer

RESOLUTION No. 19-05

A RESOLUTION ADOPTING & MAKING APPROPRIATIONS TO THE 2019-2020 FISCAL BUDGET

BE IT RESOLVED that the City Council of the City of Scio hereby adopts the budget for the fiscal year 2019-2020 in the sum of $ 1,742,919.00 now on file at Scio City Hall, 38957 NW 1st Avenue, Scio, Oregon and;

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2019 and for the purposes shown below are hereby appropriated as follows:

GENERAL	
Personal Services	$105,977
Police Services	62,000
Materials & Services	107,520
Capital Outlay	442,909
Operating Contingency	36,420
Fund Total	**$754,826.00**

WATER	
Personal Services	$127,525
Materials & Services	94,500
Capital Outlay	64,000
Debt Service	50,500
Transfers	159,531
Operating Contingency	23,822
Fund Total	**$519,878.00**

ROAD	
Personal Services	$32,377
Materials & Services	27,555
Capital Outlay	95,500
Transfers	57,075
Operating Contingency	19,702
Fund Total	**$232,209.00**

SEWER	
Personal Services	$127,525
Materials & Services	83,165
Capital Outlay	20,000
Operating Contingency	5,316
Fund Total	**$236,006.00**

The above resolution statements were approved and declared adopted on this 10th day of June, 2019.

Passed by the Scio City Council and executed by the Mayor on this 10th day of June, 2019, by a vote of _____ yeas and ____ nays.

Scio, Oregon

_____

Gary C. Weaver, Mayor ☐

Debbie Nuber, Council President ☐

ATTESTED BY:

_____

City Manager/City Budget Office

RESOLUTION No. 19-06

A RESOLUTION TO IMPOSE AND CATEGORIZE TAXES FOR FISCAL YEAR 2019-2020

BE IT RESOLVED that the City Council of Scio hereby imposes the taxes provided for in the 2019-2020 adopted budget:

1) at the rate per $1,000 of assessed value of $4.9057 for general operations;

and that these taxes are hereby imposed and categorized for tax year 2019-2020 upon the assessed value of all taxable property within the district.

The above resolution statements were approved and declared adopted on this 10th day of June, 2019.

Passed by the Scio City Council and executed by the Mayor on this 10th day of June, 2019, by a vote of _____ yeas and ____ nays.

Scio, Oregon

_____

Gary C. Weaver, Mayor □
Debbie Nuber, Council President □

ATTESTED BY:

_____
City Manager/City Budget Officer