



**CITY OF SILVERTON
BUDGET
FISCAL YEAR 2013-2014**

City of Silverton
Budget Committee
Fiscal Year 2013-2014

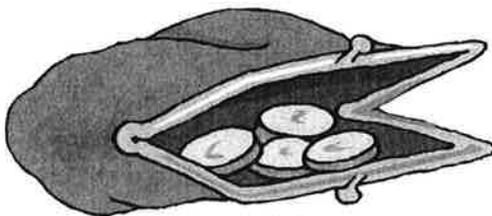
Mayor: Stu Rasmussen

Council Members:

Bill Cummins
Randal Thomas
Scott Walker
Laurie Carter
Jason Freilinger
Ken Hector

Budget Committee:

Jeff DeSantis
Kyle Palmer
Joseph Pelletier
Gary McKeon
Will Posegate
Steve Kaser
Oliver Coker



City Manager: Robert Willoughby
Finance Director: Kathleen Zaragoza

CITY OF SILVERTON

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CITY OF SILVERTON, OREGON
2013-2014 Budget Calendar

- 01/14/2013 Worksheets distributed to Department Heads.
- 02/15/2013 Last day to submit proposed budgets to Finance.
- 03/07/2013 Last day to submit proposed narratives to Finance.
- 03/14/2013 Department Heads begin meetings with the City Manager to review budgets.
- 04/05/2013 Notice of first budget meeting to paper.
- 04/12/2013 City Manager to complete budget message.
- 04/17/2013 **Publish first notice** of first Budget Committee meeting. (Not less than 5 days before the meeting nor more than 30 days.) Include notice of State Revenue Sharing Hearing and the website for the second notice. (At least 10 days prior to hearing.)
- 04/17/2013 Complete Preliminary Budget.
- 04/19/2013 Deliver Preliminary Budgets to Budget Committee, and Department Heads.
- 04/24/2013 **Post on website second notice** of first Budget Committee meeting. (Must be posted at least 10 days before the first budget meeting.)
- 05/07/2013 **First Budget Committee meeting** and State Revenue Sharing Budget Hearing. Additional meetings will be scheduled as needed. (Meetings will be held in Council Chambers starting at 6:00 pm) (Tuesday)
- 05/09/2013 Second Budget Committee meeting. (Thursday)
- 05/16/2013 Third Budget Committee meeting. (Thursday)
- 05/21/2013 Fourth Budget Committee meeting. (Tuesday) (Additional meetings will be set at this meeting if necessary.)
- 05/29/2013 Send budget summaries and notice of council hearing to paper.
- 06/05/2013 **Publish notice** of hearing before the City Council. (Not less than 5 days nor more than 30 days before the meeting.) Publish Budget Summaries and all other required State of Oregon Department of Revenue forms.
- 06/17/2013 Budget Hearing before City Council for adoption of appropriations, tax rate, bonded debt levy and acceptance of State Revenue Sharing.
- 07/12/2013 Submit Notice of Property Tax Levy to County Assessor.



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Office of the City Manager

306 S Water Street • Silverton OR 97381
www.silverton.or.us

Fiscal Year 2013-2014 Budget Message City of Silverton, Oregon April 12, 2013

Honorable Mayor Rasmussen
Members of the Silverton City Council
Citizen Budget Committee Members
Citizens of the City of Silverton

INTRODUCTION

This year's budget is a "status quo" budget which attempts to keep service levels provided to citizens at the same as in the previous fiscal year. In the prior fiscal year changes were made to offset the decline in revenue for the General Fund, the Electrical Inspection Fund and the Building Operations Fund. For the General Fund, staff has either not been replaced, School Resource Officer and Associate Planner, or replaced with part-time staff, Account Clerk. The Building Operations Fund has started using contracted services for inspections rather than using an employee. The City of Silverton has been fortunate in that property tax revenue has not seen an actual decline as experienced by some governmental agencies. However, the number of single family homes being built and the values of homes has continued to decline which has an impact on several different funds such as, the General Fund, Electrical Inspection Fund, Building Operations Fund and the System Development Funds. Forecasts for the housing market continue to predict a very slow improvement for the next several years.

The affected staffing in the current budget being presented are a Public Works position at the Waste Water Treatment Plant that will remain unfilled, Code Enforcement will remain unfilled, the SRO Officer will remain unfilled, the Building Inspector and Building Official will remain unfilled. When a vacancy occurs within a department, the position will only be filled with approval of the City Manager. That approval will not be given unless the position is essential to the core mission of the department and the City.

One major change for this year's budget which has created a funding source for the pool operations was the passage of the Pool Operating Levy. This will provide dedicated property tax revenue for pool improvements and operations for a five year period. This will take a significant expenditure burden off the General Fund. These revenues and the pool expenditures will be accounted for in a new fund as required by law.

FAX 503-873-3210 • TTY 800-735-2900

City Manager 503-874-2205 • City Manager Assistant & Human Resource Manager 503-873-6117
The City of Silverton is an equal opportunity employer & service provider

City of Silverton FY 2013/2014 Budget Message

The City will also continue to evaluate external programs which have received money from the City in the past. As contracts come up for renewal for these programs, the City will need to take a hard look at the benefit to our core mission and the cost before entering into a new contract. Examples of programs which will be eliminated or will remain at reduced funding are fireworks, the community program line item, and the school fields.

The State Highway Tax Apportionment which is used to fund street maintenance is inadequate and only allows minor street maintenance and partial funding for dealing with harsh winter conditions. The City staff with consultant recommendations is proposing to implement a fee to provide the additional funding necessary to improve the condition of the streets. The City also has no dedicated funding for storm water maintenance projects, with the exception of Storm Water System Development Charges, which must be dedicated to growth related, capacity increasing projects only. Our consultants are also recommending a new storm water fee.

In the upcoming fiscal year, staff will be requesting sewer rate, and water rate increases. The budget could not be balanced without these rate increases.

The total proposed budget (all funds) for 2013-2014 fiscal year is **\$22,277,837**. This is a 13.05% decrease over the prior fiscal year's adopted budget. If you exclude transfers, contingencies and reserves the total proposed expenditures are \$12,268,107 for FY 2013-2014, which is a 25.58% decrease (\$4,217,319) from the FY 2012-2013 adopted budget. The reasons for the decrease are related to funds expended for the waste water treatment plant capital improvements and the completion of the East Bank Trail Project.

The budget document is organized and prepared by fund type. It has been prepared in accordance with Local Budget Law and Government Accounting Standards. This message highlights the activity and some of the major changes in each of the City's funds.

GENERAL FUND

The General Fund budget is **\$5,853,621**, which represents a 8.76% increase (\$471,601) over fiscal year (FY) 2012-2013. This year's contingency for General Fund is \$1,260,601, or 21.54% of the total fund expenditures, as compared to last year's contingency of \$617,062. The City attempts to maintain a minimum of 10-15% for each Fund's contingency and this surpasses the minimum. The increase in the General Fund contingency for the current fiscal year's budget is due to cuts made in the fiscal year 2012-2013 budget which has provided a larger beginning fund balance for the FY 2013-2014 budget. The City will transfer \$100,000 to the General Operating Reserve Fund to cover future major unforeseen circumstances, such as significant damage caused by a storm.

The General Fund is an unrestricted fund that allocates property taxes, franchise fees, intergovernmental revenues, licenses, permits, fees, fines, transfers and miscellaneous revenues to fund services for police protection, parks maintenance, City Council, city

**City of Silverton
FY 2013/2014 Budget Message**

administration (City Manager/City Recorder), finance, planning , code enforcement, legal services, information management services, and municipal court.

The City's fixed property tax rate is **\$3.6678 per each \$1,000** of assessed valuation. The proposed budget projects **\$2.1 million** in property tax receipts. This is a projected 1% increase over the estimated taxes to be received for the current fiscal year. The decrease in real market value that has lowered the assessed value for some properties will continue to have an impact on tax revenues as the assessed value is only able to grow by 3% and real market can change by a greater amount when the housing market begins to rise. The other factor continues to be the decline in new home construction. Hopefully the total tax assessed value used to compute levied taxes will increase in the future years by over 1%.

WORKFORCE

There are no new positions included in the FY 2013-2014 budget. The proposed budget includes a reduction of staff within the Community Development Department personnel. The position not being filled is for the Associate Planner. The Community Development Department and the City Administration reorganized job duties and the Planning Assistant has gone from .75 FTE to a 1 FTE position. Within the police program, the School Resource Officer, SRO, will continue to be unfilled. The Parking Enforcement Officers (2 part-time positions) are also not being budgeted. Several departments have indicated that based on workload they need to add new employees. The part-time Public Works Assistant will increase from a .5 FTE to a .75 FTE. The Account Clerk in the Finance Department has been working as a .5 FTE, but is budgeted as a 1 FTE in case the workload increases.

PROPRIETARY FUNDS

The proprietary funds include water, sewer, and internal service funds. The FY 2013-2014 budget assumes an increase in sewer rates to fund the budgeted operations of the Sewer Fund.

CAPITAL PROJECTS FOR FY 2013-2014

Dam early warning project	\$ 216,193
Waste Water Treatment Plant Digester Project	641,218
James Street Bridge Girder Repainting	20,000
Downtown Street Scape project	80,000
Steelhammer/ Eastview /Evans Valley Overlay	14,050
West Main Street Storm Sewer	115,125
Norway Avenue Sewer Project	9,600
West Main Sewer	2,145
Gordon House Heating	50,500
North 2 nd Street Waterline Replacement	304,695
Water Treatment Plant Improvements	116,500
Silver Creek Intake Improvements	49,500
Westside 2MG Reservoir	296,000
Skate Park	288,214
Dog Park	18,881

**City of Silverton
FY 2013/2014 Budget Message**

Pioneer Park	160,000
Westfield Park Parking Lot	<u>160,561</u>
Total	\$ 2,543,182

NEW FUNDS/PROGRAMS/PROJECTS

There is one new fund being created in the proposed budget. The new fund is required due to the voter approval of the 5 year Pool Serial Levy. The fund will account for all tax revenues received from the levy and the expenditures related to operating and capital improvements needed for the pool and pool facilities. Expenditures related to the pool will no longer be budgeted as part of the General Fund.

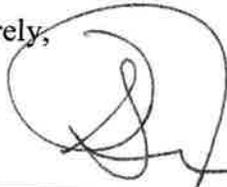
CONCLUSION

The City of Silverton will continue to make tough decisions related to services and funding sources to provide services. Even with the changes in staff and funding levels the City will continue to provide quality services. The City will continue to concentrate its resources on core services. Those expenditures not related to core services will be reduced or eliminated.

The City of Silverton has always been a place with involved citizens and its residents appreciate quality parks, good sidewalks and streets. However, to have the level of maintenance needed or the number of parks wanted and to improve roads and sidewalks may require citizens to either help keep the parks clean and maintained and/ or pay a fee to make the improvements. The consultants helping with the Long Range Financial Plan have recommended the City establish a new Park Fee. The City may not be able to provide as much assistance for events as it has in the past as staff tasks for required services increase.

I want to thank the Budget Committee for all the time and work they have put into this years' budget process. The adopted budget for the 2013-2014 fiscal year will be incorporated into the Financial Plan you have all been helping develop. Management staff will be available to answer questions as you embark on this year's budget journey.

Sincerely,



Robert S. Willoughby, City Manager



Kathleen Zaragoza, Finance Director



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CITY OF SILVERTON												
BUDGET SUMMARY												
FISCAL YEAR 2013-2014												
	General Fund	Electrical Inspections Fund	Building Operations Fund	Street Funds	Sewer Funds	Water Funds	Debt Service Funds	Special Revenue Funds	Reserve Funds	Capital Project Funds	Internal Service Funds	Total
Beginning Balance	\$1,720,967	\$15,749	\$4,936	\$883,853	\$1,311,811	\$1,281,779	\$649,544	\$434,152	\$1,002,019	\$1,793,319	\$1,519,681	10,617,810
Property Taxes current year	2,144,133						207,522	255,750				2,607,405
Fees, Licenses, Permits, Assmnts, Fines & charges	717,490	12,000	48,900	252,723	2,691,389	1,610,318	77,120	312,500		13,200		5,735,640
Intergovernmental, Grants and Donations	189,337		0	425,000				58,348		535,991		1,208,676
All Other Revenues	114,000	86	10	4,145	18,500	71,985	9,165	23,750	4,750	17,185	7,950	271,526
Transfers	1,003,124		0	252,433	64,795	30,000	161,450		150,000	164,500	197,408	2,023,710
Total Resources	5,889,051	27,835	53,846	1,818,154	4,086,495	2,994,082	1,104,801	1,084,500	1,156,769	2,524,195	1,725,039	22,464,767
Non-Departmental	358,200											358,200
City Council	11,300											11,300
City Manager	321,844											321,844
Finance	352,122											352,122
Municipal Court	72,308											72,308
Police	2,278,106											2,278,106
Police Reserves	2,250											2,250
Parking Enforcement	46,835											46,835
Planning	229,000											229,000
Facilities Maintenance	246,378											246,378
Parks & Recreation	192,097											192,097
Computer Services	38,500											38,500
Personnel		3,651	10,953	188,736	787,124	588,544		83,235			73,113	1,745,356
Materials & Services		7,900	33,760	245,900	574,415	325,940	4,000	510,941				1,702,856
Capital	113,815			151,800	65,990	50,950		134,527	15,000	2,224,402	140,529	2,897,013
Debt Service					825,292	121,856	858,970					1,806,118
Total Expenditures	4,262,755	11,551	44,713	586,436	2,252,821	1,097,290	862,970	728,703	15,000	2,224,402	213,642	12,300,283
Transfers Out	343,691	6,961	376	177,005	538,631	571,456		71,976		252,433	61,181	2,023,710
Contingency	1,282,605	9,323	8,757	779,862	290,292	1,123,663	229,156	276,988	645,366	32,360	729,419	5,407,791
Reserves				274,851	1,004,751	201,673		6,833	496,403	15,000	720,797	2,720,308
Unappropriated Ending Balance							12,675					12,675
Total Other Uses	1,626,296	16,284	9,133	1,231,718	1,833,674	1,896,792	241,831	355,797	1,141,769	299,793	1,511,397	10,164,484
Total Expenditures & Other Uses	5,889,051	27,835	53,846	1,818,154	4,086,495	2,994,082	1,104,801	1,084,500	1,156,769	2,524,195	1,725,039	22,464,767

CITY OF SILVERTON

SOURCES OF FUNDING BETWEEN FUNDS

Fiscal Year Ending June 30, 2014

INDIRECT COST TRANSFERS

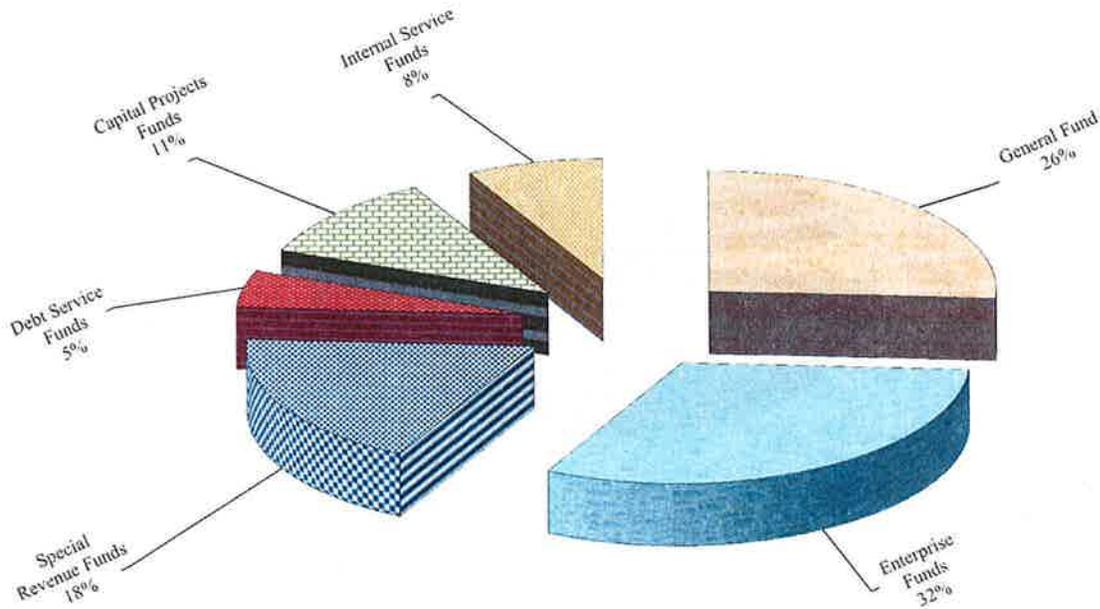
General Fund (010)

Expenditures	Total	General		Sewer (030)		Water (040)		Street (020)		Electrical		Building		CDBG Housing		(017) Transient Tax		(041) Water Imp SDC	
		%	\$	%	\$	%	\$	%	\$	%	\$	%	\$	%	\$	%	\$	%	\$
012 City Council	11,300	31.6%	3,572	29.7%	3,360	29.7%	3,360	7.4%	840	0.7%	84	0.0%	0	0.7%	84				
013 City Manager	337,614	49.9%	168,511	21.8%	73,523	21.8%	73,523	5.4%	18,381	0.5%	1,838	0.0%	0	0.5%	1,838				
015 Finance	362,678	29.0%	105,178	30.0%	108,803	30.0%	108,803	10.0%	36,268	0.5%	1,813	0.0%	0	0.5%	1,813				
020 Municipal Court	74,126	100.0%	74,126	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0				
050 Police	2,377,345	100.0%	2,377,345	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0				
057 Police Reserves	2,250	100.0%	2,250	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0				
100 Parking Enforcement	47,131	100.0%	47,131	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0				
151 Planning	231,017	64.7%	149,360	14.9%	34,503	14.9%	34,503	5.0%	11,501	0.5%	1,150	0.0%	0	0.0%	0				
152 Planning Grants	7,000	100.0%	7,000	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0				
190 Facilities Maintenance	333,696	65.5%	218,559	15.4%	51,554	15.4%	51,554	3.1%	10,311	0.5%	1,718	0.0%	0	0.0%	0				
225 Parks & Recreation	255,089	100.0%	255,089	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0				
300 Computer Services	49,000	47.3%	23,192	23.7%	11,625	23.7%	11,625	4.7%	2,325	0.5%	233	0.0%	0	0.0%	0				
011 Non-Departmental	518,200	45.0%	233,190	25.0%	129,550	25.0%	129,550	5.0%	25,910	0.0%	0	0.0%	0	0.0%	0				
011 Contingency	1,282,605	100.0%	1,282,605	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0				
Total	5,889,051		4,947,108		412,918		412,918		105,536		6,836		0		3,735		0		0
OTHER TRANSFERS:																			
013 Transportation	(3,446)																		
036 Sewer Debt Reserve	64,795																(64,795)		
042 Water Reimbursement SDC	(30,000)																		30,000
051 Debt Svc Fund	161,450		(104,183)		(26,813)		(20,238)		(6,269)		(125)		(376)						
061 Building Capital Imp Rsvr	50,000		(50,000)																
062 General OP Reserve	100,000		(100,000)																
021 St IMP SDC from Silhmr	252,433																		
217 Steelhammer LID proj	(252,433)																		
320 Street CIP	25,000				(60,000)				(25,000)										
330 Sewer CIP	60,000																		
340 Water CIP	79,500						(74,500)												
600 Fleet Replacement	43,694		26,406		(23,100)		(16,800)		(30,200)										(5,000)
610 Major Equip Replacement	92,533		(54,733)		(15,800)		(12,000)		(10,000)										
Total Other Transfers In	929,405		26,406		0		0		0		0		0		0		0		30,000
Total Other Transfers Out	285,879		308,916		125,713		123,538		71,469		125		376		0		64,795		5,000



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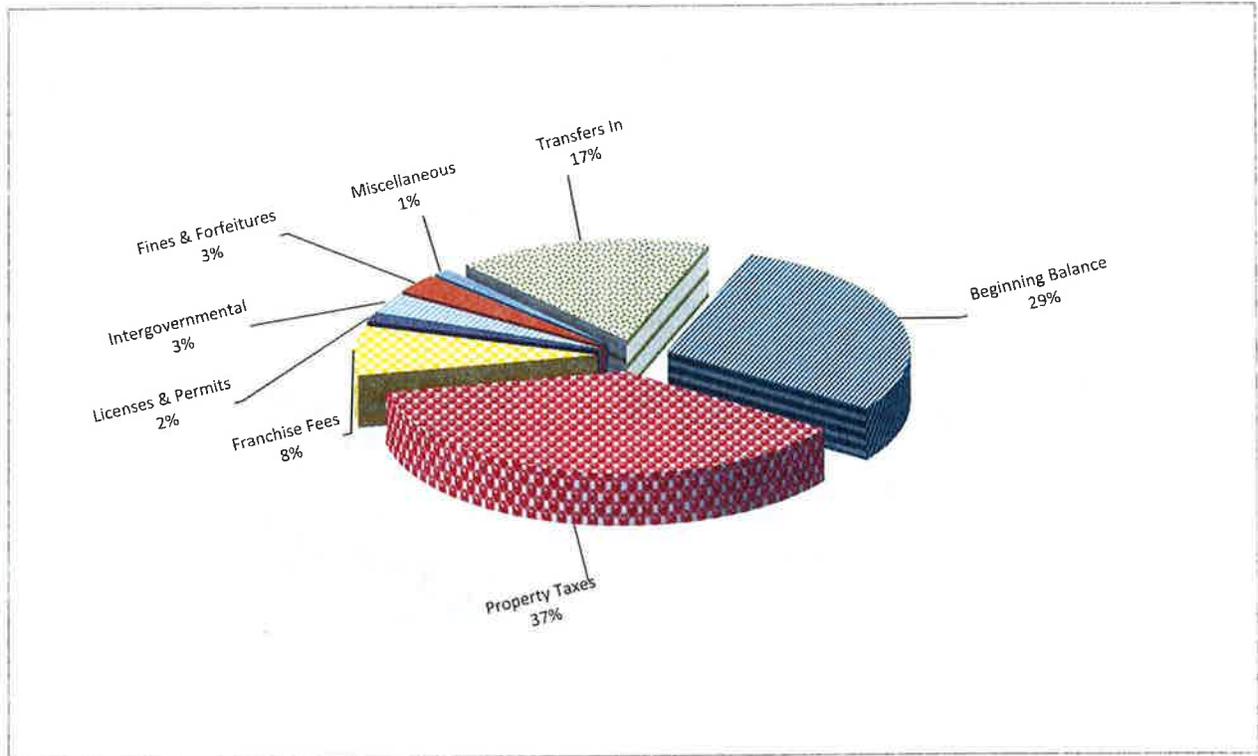
CITY OF SILVERTON
Summary By Fund Type
Fiscal Year 2013 - 2014



Fund Type	Amount
General Fund	\$5,889,051
Enterprise Funds	7,080,577
Special Revenue Funds	4,141,104
Debt Service Funds	1,104,801
Capital Projects Funds	2,524,195
Internal Service Funds	1,725,039
Total	\$22,464,767

The graph above depicts the total budget by fund type. The category with the largest portion of the expenditures is related to Enterprise Funds, which are the water and sewer funds. The next largest are the Capital Project Funds.

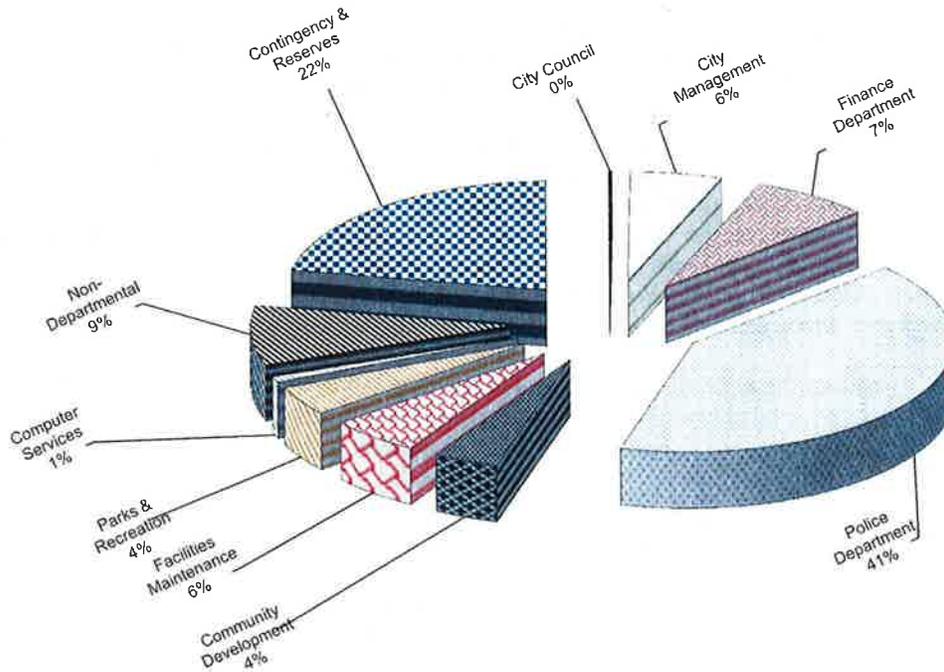
CITY OF SILVERTON
General Fund Revenue
Fiscal Year 2013 - 2014



Source	Amount	
Beginning Balance	\$1,720,967	29%
Property Taxes	2,189,133	37%
Franchise Fees	465,000	8%
Licenses & Permits	72,110	1%
Intergovernmental	189,337	3%
Fines & Forfeitures	180,380	3%
Miscellaneous	69,000	1%
Transfers In	1,003,124	17%
Total	\$5,889,051	

The largest portion of General Fund revenues are derived from property taxes. The second largest source is from the balance carried forward from the previous year.

CITY OF SILVERTON General Fund Expenditures Fiscal Year 2013 - 2014



Use	Amount	
City Council	\$11,300	0%
City Management	337,614	6%
Finance Department	436,804	7%
Police Department	2,426,726	41%
Community Development	238,017	4%
Facilities Maintenance	333,696	6%
Parks & Recreation	255,089	4%
Computer Services	49,000	1%
Non-Departmental	518,200	9%
Contingency & Reserves	1,282,605	22%
Total	\$5,889,051	

The largest use of General Fund resources is for Police services. The Second largest use which is 100% funded by General Fund is for the parks & recreation. Many of the other programs are partially supported by transfers in.

REVENUE BUDGET NARRATIVE
Fiscal Year 2013-2014

FUND: GENERAL

Budget Comments

Following is a list of General Fund Revenues and a short description of each category. Budget estimates are based on historical data with current economic factors taken into consideration.

Property Taxes: The property tax levy for general purposes can be no greater than the fixed rate of \$3.6678 applied towards each \$1,000 of assessed property value. Each assessed property value cannot increase by more than 3% each year, unless a major change or new structure is built. This is due to measure 47/50. Additional levies can be approved, but only after meeting, certain criteria outlined in measure 47/50. This year's revenue projection is based on the fixed rate multiplied times the previous year's city wide assessed value with a 1% growth factor less a 13% allowance for taxes levied, but not collected in the current year. Prior year tax revenue is based on historical data.

Franchise Fees: The City grants the right or franchise, services to conduct business within the city limits. A fee is charged for the franchise based on the gross revenues of the business. Franchise fee rates range from 3.5% to 5 % of the gross sales. This category has experienced a decline in revenue over the last several years.

Fees and Permits: The City charges a fee to cover the cost of providing permits and services.

Intergovernmental Revenue: The State distributes a portion of the liquor, and cigarette tax to the City. In addition, part of the Liquor Control Commission revenue is distributed to local governments in the form of State Revenue Sharing Funds. The State distributions are based on State projected per capita figures as provided by Portland State University.

Fines and Forfeits: The Municipal Court primarily generates these revenues. This category also includes revenue from Marion County Circuit Court and revenue for parking violations.

Miscellaneous: This category includes revenues from interest earned, parking meter collections, parking lot rent, lien search fees, as well as impound and storage fees.

Transfers In: These are funds transferred to the General Fund to compensate for insurance costs as well as the administrative and accounting services provided to the other funds.

Beginning Fund Balance: Account #49090 includes funds carried forward from the previous year. This revenue provides a funding source for services until property tax and other revenue sources are collected.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
GENERAL FUND							
PROPERTY TAXES							
010-000-40001	PROPERTY TAXES CURRENT	2,054,610	2,089,265	1,889,313	2,144,133	2,144,133	2,144,133
010-000-40002	PROPERTY TAXES DELINQUENT	75,647	101,289	45,000	45,000	45,000	45,000
	TOTAL PROPERTY TAXES	2,130,257	2,190,554	1,934,313	2,189,133	2,189,133	2,189,133
FRANCHISE FEES							
010-000-41001	NORTHWEST NATURAL GAS	146,727	137,604	130,000	117,000	117,000	117,000
010-000-41002	PORTLAND GENERAL ELECTRIC	232,926	248,574	220,000	220,000	220,000	220,000
010-000-41003	COMMUNICATION FRANCHISE	18,517	4,551	16,000	15,000	15,000	15,000
010-000-41004	ALLIED WASTE SERVICES	70,175	67,923	60,000	65,000	65,000	65,000
010-000-41005	CABLE COMMUNICATIONS	44,128	47,465	38,000	48,000	48,000	48,000
	TOTAL FRANCHISE FEES	512,473	506,117	464,000	465,000	465,000	465,000
FEES AND PERMITS							
010-000-42006	PEG FEES FOR SCAN TV	2,024	2,043	1,800	1,500	1,500	1,500
010-000-42103	LIQUOR LICENSE FEES	1,025	735	700	700	700	700
010-000-42109	SIGN PERMITS	2,630	1,620	1,800	960	960	960
010-000-42110	CONDITIONAL USE PERMITS	0	2,600	1,100	1,100	1,100	1,100
010-000-42111	ZONE CHANGE FEES	2,750	0	0	0	0	0
010-000-42112	ANNEXATION FEES	0	120	0	0	0	0
010-000-42113	LOT LINE ADJUSTMENT FEES	550	550	1,100	1,100	1,100	1,100
010-000-42114	VARIANCE APPLICATION FEES	1,644	1,600	1,225	0	0	0
010-000-42115	PARTITION APPLICATION FEES	1,100	0	1,100	1,100	1,100	1,100
010-000-42117	SUBDIVISION REVIEW FEES	1,200	300	0	0	0	0
010-000-42119	DESIGN REVIEW FEES	1,269	1,650	2,500	1,100	1,100	1,100
010-000-42120	OTHER PLANNING FEES	2,102	865	500	100	100	100
010-000-42121	PARK RESERVATION FEES	2,625	3,030	3,000	3,000	3,000	3,000
010-000-42122	COMMUNITY/ FISCHER RENTAL FEES	1,970	2,375	1,900	1,900	1,900	1,900
010-000-42124	RESERVOIR PARKING FEES	4,675	10,784	7,000	10,000	10,000	10,000
010-000-42125	LIQUOR USE PERMIT FEES	50	100	50	50	50	50
010-000-42130	BUSINESS LICENSE FEES	46,352	43,361	40,000	37,000	37,000	37,000
010-000-42140	LIEN SEARCH FEES	11,865	14,245	10,000	11,000	11,000	11,000
010-000-42159	RETURNED CHECK FEES	809	1,525	1,000	1,000	1,000	1,000
010-000-42181	FALSE ALARM FEES	475	775	900	0	0	0
010-000-42183	IMPOUND AND STORAGE FEES	2,600	1,700	1,000	500	500	500
	TOTAL FEES AND PERMITS	87,714	89,977	76,675	72,110	72,110	72,110
INTERGOVERNMENTAL							
010-000-43002	LIQUOR TAXES	111,711	118,161	94,000	94,000	94,000	94,000
010-000-43003	CIGARETTE TAXES	14,345	13,505	12,250	11,750	11,750	11,750
010-000-43015	STATE SHARED REVENUE	76,233	83,481	68,000	75,000	75,000	75,000
010-000-43063	POLICE EQUIPMENT GRANT	3,018	0	775	0	0	0
010-000-43152	DLCD PLANNING GRANT	30,000	0	0	0	0	0
010-000-43153	RBEG PLANNING GRANT	4,970	5,030	0	0	0	0
010-000-43154	CLG/ SHIPO PLANNING GRANT	225	0	14,500	7,000	7,000	7,000
010-000-43162	JUVENILE ACCOUNTABILITY GRANT	5,000	5,000	5,000	1,587	1,587	1,587
	TOTAL INTERGOVERNMENTAL	245,501	225,177	194,525	189,337	189,337	189,337
FINES AND FORFEITURES							
010-000-44000	COURT COLLECTION FEES	16,311	14,744	9,500	9,750	9,750	9,750
010-000-44001	MUNICIPAL COURT FINES	203,675	174,382	145,000	132,000	132,000	132,000
010-000-44006	PARKING FINE REVENUE	35,826	4,227	200	1,700	29,630	29,630
010-000-44012	COUNTY CIRCUIT COURT FINES	16,396	21,597	9,000	9,000	9,000	9,000
	TOTAL FINES AND FORFEITURES	272,208	214,950	163,700	152,450	180,380	180,380



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CITY OF SILVERTON
REVENUES
FISCAL YEAR 2013-2014

	2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
GENERAL FUND						
MISCELLANEOUS REVENUE						
010-000-45002	INTEREST EARNED	21,775	25,537	19,200	17,000	17,000
010-000-45003	PARKING METERS COLLECTIONS	36,797	28,029	30,000	10,000	17,500
010-000-45004	MISC - ENGINEERING FEES	381	88	0	0	0
010-000-45005	PARKING LOT REVENUE	4,985	3,740	0	1,500	1,500
010-000-45008	MISC - POLICE RECEIPTS	3,447	4,921	3,500	2,300	2,300
010-000-45014	DONATIONS - GENERAL	0	525	0	0	0
010-000-45016	RENTAL RECEIPTS	5	22	0	0	0
010-000-45019	MISCELLANEOUS REVENUE	53,519	100,477	35,000	25,000	25,000
010-000-45020	MAYOR'S BALL PROCEEDS	3,743	4,496	5,000	5,000	5,000
010-000-45023	DONATIONS- DOG PARK	422	2,098	0	0	0
010-000-45025	POOL RENT	8,000	8,000	8,000	0	0
010-000-45029	ABATEMENT SERVICES	0	0	4,000	500	500
010-000-45080	INSURANCE PROCEEDS	1,489	200	0	0	0
010-000-45100	WELLNESS/ RECOGNITION PROCEED	834	102	200	200	200
010-000-45111	SALE OF FIXED ASSETS	0	3,500	0	0	0
	TOTAL MISCELLANEOUS REVENUE	135,397	181,735	104,900	61,500	69,000
TRANSFERS IN						
010-000-46011	TRANSFER FROM ELECTRIC INSPEC	9,097	7,636	5,194	6,836	6,836
010-000-46012	TRANSFER FROM BUILDING OP	49,011	16,802	20,506	0	0
010-000-46013	TRANSFER FROM TRANSPORTATION	12,479	12,780	0	0	0
010-000-46020	TRANSFER FROM STREET	24,412	178,578	51,110	105,536	105,536
010-000-46021	TRANS FROM STREET IMPROVE SDC	12,480	11,635	0	0	0
010-000-46023	TRANS FROM STORM WATER IMP SD	12,480	11,635	0	0	0
010-000-46025	TRANS FROM STREET LIGHT IMP	0	0	64,978	0	0
010-000-46026	TRANS FROM ABATEMENT FUND	0	0	33,457	0	0
010-000-46030	TRANSFER FROM SEWER	365,312	384,311	401,020	412,918	412,918
010-000-46031	TRANS FROM SEWER IMP SDC	12,480	11,635	0	0	0
010-000-46032	TRANS FROM SEWER REIMB SDC	12,480	11,635	0	0	0
010-000-46040	TRANSFER FROM WATER	365,312	384,311	401,020	412,918	412,918
010-000-46041	TRANS FROM WATER IMP SDC	12,480	11,635	0	0	0
010-000-46042	TRANS FROM WATER REIMB SDC	12,480	11,635	0	0	0
010-000-46080	TRANSFER FROM CDBG HOUSING	4,836	5,036	5,187	3,735	3,735
010-000-46600	TRANSFER FROM FLEET REPLACEM	0	0	0	61,181	61,181
	TOTAL TRANSFERS IN	905,339	1,059,064	982,472	1,003,124	1,003,124
BEGINNING FUND BALANCE						
010-000-49090	BEGINNING FUND BALANCE	2,298,531	1,899,824	1,400,254	1,720,967	1,720,967
	TOTAL BEGINNING FUND BALANCE	2,298,531	1,899,824	1,400,254	1,720,967	1,720,967
	TOTAL FUND REVENUE	6,587,420	6,367,398	5,320,839	5,853,621	5,889,051

EXPENDITURE BUDGET NARRATIVE
Fiscal Year 2013-2014

DEPARTMENT: NON-DEPARTMENTAL
FUND: GENERAL

Program Description/Mission

This program authorizes expenditures not applicable to a specific program or fund.

Budget Comments

Account #61009 covers the costs for lien searches. These costs are billed to the title companies or user based on report information the City receives showing who made a request and the number of requests made.

Account #61011 covers costs of the annual audit performed each year.

Account #61012 covers costs to update the City Code books.

Account #61016 pays the dues and membership fees to the following organizations: League of Oregon City (LOC); Council of Governments; Chamber of Commerce; Local Government Personnel Institute and State Purchasing.

Account #61019 is for the Liability and Fire Insurance premiums paid to CIS, which is expected to increase by about 10-15% overall from the prior year. The employee blanket bond is also charged here. It also covers the cost of fidelity insurance.

Account #61045 pays the equipment rental on the postage machine used by all funds and programs. The postage costs are charged to the fund or program sending out the mailing.

Account #61058 covers all City legal fees, except those related to a specific legal conflict that is outside the contracted services or those related to bargaining.

Account #61059 covers costs for bond administration fees of \$850.

Account #62572 is for the distribution of the PEG fees received as part of the Franchise agreement. The City currently has a contract in place for the SCAN TV services.

Contingency and Reserves

The desire is to maintain an amount equal to 15% or greater of the fund's revenues to cover unforeseen circumstances.

Interfund Transfers

Transfers for participation in the one of the two Internal Services Funds; the Major Equipment Replacement Fund, as well as a transfer to the Building Improvement Reserve Fund and to the General Operating Reserve Fund.

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
GENERAL FUND							
NON-DEPARTMENTAL							
MATERIALS AND SERVICES:							
010-011-61009	LIEN SEARCH FEES	3,530	4,030	5,000	5,000	5,000	5,000
010-011-61011	AUDIT SERVICES	22,650	23,550	25,000	27,000	27,000	27,000
010-011-61012	MUNICIPAL CODE SERVICES	579	1,220	9,000	9,000	9,000	9,000
010-011-61016	DUES & MEMBERSHIPS	14,726	14,324	18,000	18,000	18,000	18,000
010-011-61019	INSURANCE	103,101	101,909	125,000	125,000	125,000	125,000
010-011-61024	VEHICLE EXPENSE	0	0	0	600	600	600
010-011-61025	UNEMPLOYMENT CLAIMS	1,228	183	20,000	10,000	10,000	10,000
010-011-61045	EQUIPMENT RENTAL	3,515	4,191	4,500	4,500	4,500	4,500
010-011-61058	LEGAL SERVICES	27,141	72,985	80,000	80,000	80,000	80,000
010-011-61059	CONTRACTED SERVICES	350	416	850	850	850	850
010-011-61065	EMERGENCY MANAGEMENT	2,373	581	5,500	5,500	5,500	5,500
010-011-62530	WELLNESS & RECOGNITION PROGR	2,862	1,763	3,250	3,250	3,250	3,250
010-011-62572	SCAN TV SERVICES	3,000	3,435	13,500	19,500	19,500	19,500
010-011-62573	SENIOR CENTER SERVICES	50,000	50,000	50,000	50,000	50,000	50,000
	TOTAL MATERIALS AND SERVICES	235,056	278,585	359,600	358,200	358,200	358,200
CONTINGENCY & RESERVES:							
010-011-90001	CONTINGENCY	0	0	555,881	1,260,601	1,282,605	1,282,605
	TOTAL CONTINGENCY & RESERVES	0	0	555,881	1,260,601	1,282,605	1,282,605
TRANSFERS OUT:							
010-011-95050	TRANSFER TO DEBT SERVICE FUND	220,600	0	0	0	0	0
010-011-95061	TRANSFER TO BLDG IMP RSRV	50,000	50,000	0	50,000	50,000	50,000
010-011-95062	TRANSFER TO GEN OPERATING FUN	100,000	100,000	100,000	100,000	100,000	100,000
010-011-95372	TRANSFER TO PARK CIP FUND	0	0	7,070	0	0	0
010-011-95610	TRANSFER TO MAJOR EQUIP REP	30,000	38,600	45,000	10,000	10,000	10,000
010-011-95620	TRANSFER TO EXTENDED LEAVE	0	6,444	6,016	0	0	0
	TOTAL TRANSFERS OUT	400,600	195,044	158,086	160,000	160,000	160,000
	TOTAL NON-DEPARTMENTAL	635,656	473,629	1,073,567	1,778,801	1,800,805	1,800,805

EXPENDITURE BUDGET NARRATIVE
Fiscal Year 2013-2014

PROGRAM: CITY COUNCIL
DEPARTMENT: CITY COUNCIL
FUND: GENERAL

Program Description/Mission

Silverton's Governing Body is composed of the Mayor and six Council members. The Mayor is elected at-large for a two-year term, while Council members are elected to four-year terms that are staggered.

The Mayor and Council members do not receive a salary for services rendered. They do receive reimbursement of actual expenses incurred in carrying out their official duties. The City Council is the official policy-making body for the City of Silverton.

Budget Comments

Account #61015 provides funds for training received by Mayor and Councilors, allocated at \$500 per year per Council Member.

Account #62570 provides funds for sponsorships and costs related to the Mayor's Ball. The Mayor's Ball is a revenue neutral program.

Account #62574 provides \$1,600 for flower baskets and \$400 for Senior Clean-up day.

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

		2010-2011	2011-2012	2012-2013	2013-2014	2013-2014	2013-2014
		FISCAL	FISCAL	FISCAL	CITY MNGR	BDGT COMM	COUNCIL
		ACTUAL	ACTUAL	BUDGET	PROPOSED	APPROVED	ADOPTED
<u>GENERAL FUND</u>							
<u>CITY COUNCIL</u>							
<u>MATERIALS AND SERVICES:</u>							
010-012-61001	OFFICE SUPPLIES	200	86	200	200	200	200
010-012-61005	POSTAGE & FREIGHT	173	0	200	200	200	200
010-012-61015	TRAVEL, TRAINING & MEETINGS	3,195	3,053	3,500	3,500	3,500	3,500
010-012-61016	DUES & MEMBERSHIPS	0	118	150	150	150	150
010-012-61059	CONTRACTED SERVICES	0	7,753	0	0	0	0
010-012-62570	MAYOR'S BALL	5,466	4,496	5,000	5,000	5,000	5,000
010-012-62573	MISCELLANEOUS EXPENSE	219	317	250	250	250	250
010-012-62574	COMMUNITY PROGRAMS	25,625	10,833	7,500	7,500	2,000	2,000
010-012-62576	SILVERTON DAYS FIREWORKS	5,000	8,732	0	0	0	0
	TOTAL MATERIALS AND SERVICES	39,879	35,388	16,800	16,800	11,300	11,300
	TOTAL CITY COUNCIL	39,879	35,388	16,800	16,800	11,300	11,300

EXPENDITURE BUDGET NARRATIVE
Fiscal Year 2013-2014

PROGRAM: ADMINISTRATION
DEPARTMENT: CITY MANAGER
FUND: GENERAL

STAFF LEVEL 2014: 2.40 FTE
STAFF LEVEL 2013: 2.25 FTE

Program Description/Mission

The office of the City Manager (CM) is responsible for providing direct and indirect management of City personnel, implementing Council goals and policies, and carrying out the day-to-day administration of the City. In addition to these primary responsibilities, the CM and the Administrative Services Director are responsible for all City Recorder and Human Resources functions. The CM receives direction from the City Council, who set policy for the City through the passage of ordinances and resolutions. The CM, in concert with the Mayor and Council members, is also responsible for ensuring effective working relationships with citizens, community groups and other governmental agencies.

Personnel

<u>Title</u>	<u>2013</u> <u>FTE</u>	<u>2014</u> <u>FTE</u>	<u>FTE</u> <u>Change</u>
City Manager	1.00	1.00	
Assistant to the City Manager	1.00	0.00	
Administrative Services Director	0.00	1.00	
Planning Assistant	0.25	0.00	
Admin Assistant/City Clerk	<u>0.00</u>	<u>0.40</u>	
Total	2.25	2.40	0.15

Budget Comments

Account # 61059 provides \$5,000 for semi-annual community newsletter, \$5,000 for supervisor training, and \$5,000 for shredding services, and other miscellaneous contracted services.

General Note: Performance of all the duties assigned to this department continues to require more than 2.00 FTE and, because of budget constraints, the part-time Assistant to the City Manager position has remained unfilled. Even so, efficiencies have been gained by utilizing existing City personnel cross-departmentally; which increases the FTE allocation for Administration, but results in an overall decrease of FTE for General Fund personnel.

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
GENERAL FUND							
CITY MANAGEMENT							
PERSONNEL SERVICES:							
010-013-51001	FULL TIME SALARIES	183,377	128,015	198,111	193,773	193,773	193,773
010-013-51003	WORKERS COMP INS	409	329	688	688	688	688
010-013-51004	SOCIAL SECURITY/MEDICARE	13,898	9,770	15,156	14,824	14,824	14,824
010-013-51005	HEALTH INSURANCE	38,885	20,249	43,416	35,308	35,308	35,308
010-013-51006	LIFE/ DISABILITY INS	514	393	818	807	807	807
010-013-51007	PERS RETIREMENT	10,145	12,340	25,510	42,344	42,344	42,344
	TOTAL PERSONNEL SERVICES	247,228	171,098	283,699	287,744	287,744	287,744
MATERIALS AND SERVICES:							
010-013-61001	OFFICE SUPPLIES	858	1,386	1,250	1,250	1,250	1,250
010-013-61002	PUBLICATIONS	101	731	750	250	250	250
010-013-61003	ADVERTISING EXPENSE	813	498	700	800	800	800
010-013-61004	TELEPHONE EXPENSE	2,394	1,758	2,700	2,400	2,400	2,400
010-013-61005	POSTAGE & FREIGHT	217	1,696	300	300	300	300
010-013-61015	TRAVEL, TRAINING & MEETINGS	4,963	3,872	4,700	5,100	5,100	5,100
010-013-61016	DUES & MEMBERSHIPS	1,216	969	2,500	2,000	2,000	2,000
010-013-61022	EQUIPMENT MAINTENANCE	0	0	250	1,000	1,000	1,000
010-013-61030	FUEL EXPENSES	0	0	500	500	500	500
010-013-61045	EQUIPMENT RENTAL	3,161	4,653	4,500	4,000	4,000	4,000
010-013-61059	CONTRACTED SERVICES	96,678	79,646	55,000	45,000	15,000	15,000
010-013-62573	MISCELLANEOUS EXPENSE	1,642	5,855	1,000	1,000	1,000	1,000
010-013-71000	MINOR EQUIPMENT	428	194	500	500	500	500
	TOTAL MATERIALS AND SERVICES	112,471	101,258	74,650	64,100	34,100	34,100
CAPITAL OUTLAY:							
010-013-81003	CAPITAL- REPLACEMENT EQUIPMEN	1,669	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	1,669	0	0	0	0	0
TRANSFERS OUT:							
010-013-95050	TRANSFER TO DEBT SERVICE	8,349	8,893	9,958	10,770	10,770	10,770
010-013-95600	TRANSFER TO FLEET REPLACEMENT	0	0	0	5,000	5,000	5,000
010-013-95620	TRANSFER TO EXTENDED LEAVE	5,358	0	0	0	0	0
	TOTAL TRANSFERS OUT	13,707	8,893	9,958	15,770	15,770	15,770
	TOTAL CITY MANAGEMENT	375,075	281,249	368,307	367,614	337,614	337,614

EXPENDITURE BUDGET NARRATIVE
Fiscal Year 2013-2014

PROGRAM: ACCOUNTING & BILLING
DEPARTMENT: FINANCE
FUND: GENERAL

STAFF LEVEL 2013: 3.25 FTE
STAFF LEVEL 2014: 3.25 FTE

Program Description/Mission

The Finance Department administers all financial operations of the City. Staff prepares reports for general ledger, budget, audit, payroll, accounts payable, accounts receivable, utility billing, special assessments, business license, and other general receipts. This department is also responsible for receipting revenue, balancing subsidiary reports to the general ledger, handling all city billing, handling the municipal court, assisting the City Manager and other departments during the budget process and working with the auditors to prepare the Annual Financial Report. Finance staff assists customers who either call or come into City Hall.

Personnel

	2013	2014	FTE
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>Change</u>
Finance Director	1.00	1.00	
Accounting Manager	1.00	1.00	
Account Clerk	1.00	1.00	
Account Clerk II	<u>0.25</u>	<u>0.25</u>	
Total	3.25	3.25	0.00

Budget Comments

Account #61001 provides for office supplies such as pens, paper, envelopes, printed forms for payroll, accounts payable and other various office supplies.

Account #61005 is primarily for postage to mail accounts payable checks, billing statements and delinquent letters.

Account #61016 covers dues for the Government Finance Officers Association (GFOA), Oregon Municipal Finance Officers Association (OMFOA) and Heart of Oregon for payroll.

Account #61079 covers charges related to Local Government Investment Pool monthly maintenance, bank account and merchant fees charged for the ability to accept credit card payments.

General Note

Finance is looking into implementing online bill pay for customers. It is believed there will be additional costs related to using this service and the need to purchase some additional software. The Finance Department has been working with actual personnel of 2.75 FTE. This has been done to show that Finance is doing their part to keep costs down.

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

	2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
GENERAL FUND						
FINANCE OFFICE						
PERSONNEL SERVICES:						
010-015-51001	FULL TIME SALARIES	181,014	188,333	195,503	189,512	189,512
010-015-51003	WORKERS COMP INS	476	532	710	705	705
010-015-51004	SOCIAL SECURITY/MEDICARE	13,721	14,050	14,993	14,530	14,530
010-015-51005	HEALTH INSURANCE	33,984	33,451	43,583	51,589	51,589
010-015-51006	LIFE/ DISABILITY INS	446	432	580	580	580
010-015-51007	PERS RETIREMENT	9,827	18,396	19,224	43,236	43,236
010-015-51009	OVERTIME SALARIES	0	0	480	420	420
	TOTAL PERSONNEL SERVICES	239,468	255,193	275,073	300,572	300,572
MATERIALS AND SERVICES:						
010-015-61001	OFFICE SUPPLIES	2,618	2,366	2,650	2,650	2,650
010-015-61002	PUBLICATIONS	0	0	250	250	250
010-015-61003	ADVERTISING EXPENSE	1,760	505	3,300	2,000	2,000
010-015-61004	TELEPHONE EXPENSE	1,534	1,529	1,650	1,650	1,650
010-015-61005	POSTAGE & FREIGHT	3,184	2,306	3,500	3,500	3,500
010-015-61015	TRAVEL, TRAINING & MEETINGS	3,828	1,472	3,500	3,600	3,600
010-015-61016	DUES & MEMBERSHIPS	210	270	450	450	450
010-015-61022	EQUIPMENT MAINTENANCE	0	0	500	600	600
010-015-61045	EQUIPMENT RENTAL	2,858	2,654	3,500	3,500	3,500
010-015-61059	CONTRACTED SERVICES	11,517	14,523	16,000	17,000	17,000
010-015-61075	COLLECTION SERVICES	302	151	500	1,000	1,000
010-015-61079	BANK & CHARGE CARD FEES	6,742	5,773	6,750	8,500	8,500
010-015-62573	MISCELLANEOUS EXPENSE	138	97	250	250	250
010-015-71000	MINOR EQUIPMENT	780	0	800	4,500	4,500
010-015-71009	SOFTWARE	0	0	100	2,100	2,100
	TOTAL MATERIALS AND SERVICES	35,471	31,645	43,700	51,550	51,550
CAPITAL OUTLAY:						
010-015-81003	CAPITAL - REPLACEMENT	1,669	0	0	0	0
	TOTAL CAPITAL OUTLAY	1,669	0	0	0	0
TRANSFERS OUT:						
010-015-95050	TRANSFER TO DEBT SERVICE	8,698	8,532	9,851	10,556	10,556
	TOTAL TRANSFERS OUT	8,698	8,532	9,851	10,556	10,556
	TOTAL FINANCE OFFICE	285,306	295,370	328,624	362,678	362,678

EXPENDITURE BUDGET NARRATIVE
Fiscal Year 2013-2014

PROGRAM: COURT
DEPARTMENT: FINANCE
FUND: GENERAL

STAFF LEVEL 2014: 0.75 FTE
STAFF LEVEL 2013: 0.75 FTE

Program Description/Mission

This program handles all aspects for Silverton's Municipal Court. This program processes tickets, prepares the court docket, provides services for the violations bureau, handles collections, handles suspensions and prepares reports. It sets up trials and sends out appropriate notification to defendants, officers and other required individuals.

Personnel

<u>Title</u>	<u>2013 FTE</u>	<u>2014 FTE</u>	<u>FTE Change</u>
Account Clerk II	0.75	0.75	0.00

Budget Comments

Account #61001 covers office supplies such as pens, receipts for court, paper, as well as other items.
Account #61005 covers postage to mail suspensions, letters and information to other agencies.
Account #61015 covers attendance to one of the Oregon Association of Court Administrators (OACA) conferences.
Account #61016 covers dues for the Oregon Association of Court Administrators (OACA).
Account #61059 covers charges for the Judge and court interpreters.
Account #61075 covers costs charged by the collection agency for services provided to collect delinquent court fines.

Accomplishments

The Municipal Court processed the following number of cases:

<u>Fiscal Year</u>	<u>Cases</u>	<u>City Collections</u>
2003-2004	1,474	\$ 157,922
2004-2005	1,456	189,081
2005-2006	1,298	158,318
2006-2007	1,420	176,060
2007-2008	1,413	252,095
2008-2009	951	162,608
2009-2010	1,239	179,555
2010-2011	1,431	219,986
2011-2012	1,157	189,126

The delinquent accounts are primarily with one collection agency now and court is current on sending delinquent accounts for collection action.

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

	2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
GENERAL FUND						
COURT						
PERSONNEL SERVICES:						
010-020-51001	FULL TIME SALARIES	29,399	33,329	33,440	32,474	32,474
010-020-51003	WORKERS COMP INS	83	99	129	128	128
010-020-51004	SOCIAL SECURITY/MEDICARE	2,087	2,521	2,570	2,502	2,502
010-020-51005	HEALTH INSURANCE	11,270	9,795	9,905	13,833	13,833
010-020-51006	LIFE/ DISABILITY INS	52	48	56	56	56
010-020-51007	PERS RETIREMENT	1,823	2,845	3,020	6,381	6,381
010-020-51009	OVERTIME SALARIES	0	0	156	234	234
	TOTAL PERSONNEL SERVICES	44,714	48,637	49,276	55,608	55,608
MATERIALS AND SERVICES:						
010-020-61001	OFFICE SUPPLIES	284	376	600	600	600
010-020-61002	PUBLICATIONS/ FORMS	10	60	0	0	0
010-020-61005	POSTAGE & FREIGHT	854	760	1,000	1,000	1,000
010-020-61015	TRAVEL, TRAINING & MEETINGS	573	322	650	800	800
010-020-61016	DUES & MEMBERSHIPS	50	50	75	150	150
010-020-61059	CONTRACTED SERVICES	5,037	4,517	6,500	6,500	6,500
010-020-61075	COLLECTION SERVICES	3,931	4,677	6,000	7,000	7,000
010-020-62573	MISCELLANEOUS EXPENSE	0	44	150	150	150
010-020-71000	MINOR EQUIPMENT	235	130	300	500	500
	TOTAL MATERIALS AND SERVICES	10,974	10,936	15,275	16,700	16,700
TRANSFERS OUT:						
010-020-95050	TRANSFER TO DEBT SERVICE	1,467	1,475	1,689	1,818	1,818
	TOTAL TRANSFERS OUT	1,467	1,475	1,689	1,818	1,818
	TOTAL COURT	57,155	61,049	66,240	74,126	74,126

EXPENDITURE BUDGET NARRATIVE
Fiscal Year 2013-2014

PROGRAM: POLICE ADMINISTRATION **STAFF LEVEL 2014: 2.62 FTE**
DEPARTMENT: POLICE **STAFF LEVEL 2013: 2.62 FTE**
FUND: GENERAL

Program Description/Mission

This program includes Police Administration and the Support Services Division of the agency. The primary mission is to provide support to operations personnel and to identify community partners and resources in order to provide line officers and supervisory personnel with the resources to perform their duties. The administration of the department works closely with community partners and other City departments. The administration focus is on partnerships in order to ensure the philosophy of Community Policing continues to be the vision of the agency. Support Services includes both employees and contract personnel. The Administrative Assistant also serves as the Evidence Custodian and the LEDS representative for the agency. The Administrative Assistant is located in the former dispatch center in order to allow her to work with the Records Clerk in handling phone calls and walk-in customers. The part-time Records Clerk is responsible for all data entry and maintenance of department records. The Peer Court Coordinator and the Domestic Violence Advocate are independent contractors who also work under this division, but these positions are not counted as employees. All employees and contract personnel in support services work under the direction of the Chief of Police.

Personnel

	2013	2014	FTE
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>Change</u>
Chief of Police	1.00	1.00	
Administrative Assistant	1.00	1.00	
Records Clerk	0.62	0.62	
Total	2.62	2.62	0.00

Significant Changes:

There are no significant changes in the budget for Police Administration for the coming fiscal year. Challenges in the next several years include the need for a new police facility.

Accomplishments:

1) Staffing. Maintained full staffing since FY2010-2011. (2) All identified goals for 2012-2013 were achieved. (3) The agency received re-accreditation for meeting all OAA State Standards in 2012. (4) Completed Strategic Transition Plan, for transfer of command, which replaced positions at a cost saving to the city. (5) Reduced operational personnel by 1 FTE. (6) Created a plan to address school needs with the elimination of the School Resource Officer position.

Major Issues to be Resolved in the Next 5 Years: 1) A new police facility to meet the 2023 state law mandate for an earthquake resistant public safety facility, and space needs for effective operations of the department. 2) Continue mentoring for replacement of key personnel in department for promotion to administrative, supervisory and specialized positions that may become available. 3) Maintaining training requirements to meet mandates by DPSST for officer certification levels.

EXPENDITURE BUDGET NARRATIVE
Fiscal Year 2013-2014

PROGRAM: POLICE OPERATIONS
DEPARTMENT: POLICE
FUND: GENERAL

STAFF LEVEL 2014: 15.00 FTE
STAFF LEVEL 2013: 16.00 FTE

Program Description/Mission

This program includes patrol, detective and traffic functions of the Police Department. The primary mission is to provide services that directly affect the quality of life relative to public safety, fear reduction and community livability. Operations personnel work under a Community Policing philosophy in response to calls for service. They attempt to resolve issues by taking direct action or by referring complainants to community resources that may be able to provide assistance. Operations personnel perform their duties utilizing both traditional enforcement methods and nontraditional Community Policing problem-solving methods. The mission of the agency is "to provide the highest quality of police services possible, creating a community partnership to protect lives and property, problem solve, and promote community livability while respecting individual rights."

Personnel

<u>Title</u>	<u>2013 FTE</u>	<u>2014 FTE</u>	<u>FTE Change</u>
Captain	1.00	1.00	
Sergeants	3.00	3.00	
Patrol Officers	9.00	9.00	
School Resource Officer	1.00	0.00	
Detective	1.00	1.00	
Traffic Officer	1.00	1.00	
Total	16.00	15.00	(1.00)

Budget Comments

Account #61023 provides funds for the purchase of three (3) ballistic vests. These have a service life of five (5) years. Account #61024 covers all vehicle maintenance. Account #61030 covers all fuel costs for leased and owned vehicles. For planning, fuel costs are estimated at \$4.00 - \$4.50 per gallon. Account #61028 is for dispatch services. The Norcom Board approved a 3% increase in dispatch fees to cover their increased costs. Account #61059 covers all costs associated with maintenance agreements and contracts including the records system, field reporting and maintenance agreements for these systems, policy manual and Daily Training Bulletins, background investigations and maintenance agreements for the Tasers and the Mobile Data Terminals (MDT's) and collective bargaining costs. Account #61086 includes costs associated with the Police Department computer system and IT expenses to Woodburn for maintenance on the MDT's. Account #81003 includes funds for new equipment for the vehicle.

Significant Changes

The Police Department is working to keep its budget status quo and reduce costs wherever possible, with no significant changes in services provided.



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CITY OF SILVERTON

EXPENDITURES

FISCAL YEAR 2013-2014

	2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
GENERAL FUND						
POLICE						
PERSONNEL SERVICES:						
010-050-51001	FULL TIME SALARIES	1,092,022	1,146,896	1,133,540	1,114,404	1,114,404
010-050-51002	PART TIME SALARIES	22,365	26,561	24,725	22,882	22,882
010-050-51003	WORKERS COMP INS	48,516	45,303	52,733	51,546	51,546
010-050-51004	SOCIAL SECURITY/MEDICARE	88,404	92,089	94,728	92,358	92,358
010-050-51005	HEALTH INSURANCE	300,332	277,238	256,735	250,168	250,168
010-050-51006	LIFE/ DISABILITY INS	4,368	4,467	5,927	5,567	5,567
010-050-51007	PERS RETIREMENT	115,932	159,200	179,631	283,408	283,408
010-050-51009	OVERTIME SALARIES	57,889	61,388	80,000	70,000	70,000
	TOTAL PERSONNEL SERVICES	1,729,829	1,813,143	1,828,019	1,890,333	1,890,333
MATERIALS AND SERVICES:						
010-050-61001	OFFICE SUPPLIES	2,446	2,480	4,000	3,500	3,500
010-050-61002	PUBLICATIONS	256	21	200	200	200
010-050-61003	ADVERTISING	0	0	400	400	400
010-050-61004	TELEPHONE EXPENSE	15,016	14,063	21,000	19,000	19,000
010-050-61005	POSTAGE & FREIGHT	1,246	1,691	4,000	2,000	2,000
010-050-61015	TRAVEL, TRAINING & MEETINGS	6,955	9,154	11,000	11,000	11,000
010-050-61016	DUES & MEMBERSHIPS	2,061	2,325	2,300	2,500	2,500
010-050-61022	EQUIPMENT MAINTENANCE	983	1,099	2,500	2,000	2,000
010-050-61023	UNIFORM EXPENSE	13,300	6,789	10,000	11,000	11,000
010-050-61024	VEHICLE EXPENSE	62,897	59,364	23,552	20,000	20,000
010-050-61025	RAIN SERVICE/MEMBERSHIP	2,568	1,848	2,000	1,950	1,950
010-050-61026	RADIO MAINTENANCE	1,336	1,934	20,000	22,000	22,000
010-050-61028	DISPATCHING SERVICES	128,410	138,679	141,500	147,123	147,123
010-050-61029	POLICE SUPPLIES	8,167	7,394	8,700	6,000	6,000
010-050-61030	FUEL EXPENSES	0	0	46,448	45,000	45,000
010-050-61045	EQUIPMENT RENTAL	6,281	6,336	8,000	7,500	7,500
010-050-61050	VEHICLE LEASE PAYMENTS	1,410	570	1,000	1,000	1,000
010-050-61059	CONTRACTED SERVICES	28,812	33,576	35,000	50,000	50,000
010-050-61060	HIRING EXPENSES	831	231	2,000	2,000	2,000
010-050-61069	TOWING EXPENSE	325	351	500	500	500
010-050-61086	COMPUTER SERVICES	0	0	2,500	1,000	1,000
010-050-62503	CRIME PREV/COMMUNITY POLICING	2,230	1,640	2,500	2,000	2,000
010-050-62515	STOP VIOLENCE PROGRAM	3,600	3,600	3,600	3,600	3,600
010-050-62520	PEER COURT SERVICES	18,000	18,000	19,665	18,000	18,000
010-050-62570	DRUG CONTROL ENFORCEMENT	475	862	2,000	2,000	2,000
010-050-62573	MISCELLANEOUS EXPENSE	1,338	654	1,000	1,000	1,000
010-050-71002	OFFICE EQUIPMENT	1,356	30	2,000	2,000	2,000
010-050-71003	MINOR EQUIPMENT	671	945	1,500	1,000	1,000
010-050-71004	COMMUNICATION EQUIPMENT	540	0	1,000	1,000	1,000
010-050-71009	SOFTWARE	0	0	500	500	500
010-050-71070	DRUG ENFORCEMENT EQUIPMENT	0	22	1,000	1,000	1,000
	TOTAL MATERIALS AND SERVICES	311,507	313,657	381,365	387,773	387,773
CAPITAL OUTLAY:						
010-050-81003	CAPITAL - REPLACEMENT	8,315	43,628	8,500	6,815	6,815
	TOTAL CAPITAL OUTLAY	8,315	43,628	8,500	6,815	6,815
TRANSFERS OUT:						
010-050-95050	TRANSFER TO DEBT SERVICE	59,997	58,114	62,803	67,569	67,569
010-050-95600	TRANSFER TO FLEET REPLACEMENT	37,485	55,360	40,246	24,855	24,855
	TOTAL TRANSFERS OUT	97,482	113,474	103,049	92,424	92,424
	TOTAL POLICE	2,147,133	2,283,903	2,320,933	2,377,345	2,377,345

EXPENDITURE BUDGET NARRATIVE
Fiscal Year 2013-2014

PROGRAM: POLICE RESERVES
DEPARTMENT: POLICE
FUND: GENERAL

Description/Mission

Reserve Officers perform a variety of duties including traffic enforcement, handling calls, fulfilling contracts with the Silver Falls School District, bicycle patrol and providing security during community events. Reserve officers work under the direction of the Captain who is the Reserve Coordinator. New restrictions and state mandates have changed the way Reserve Officers are selected. As of 2006, Reserve Officer Candidates go through the same "hiring" steps as regular sworn officer, including a physical ability test, written examination, oral interview, background investigation, psychological evaluation and medical evaluation. They are also required to participate in training equal to training received by regular sworn officers in order to comply with state law mandates for certified reserves.

Personnel

All Reserve Officers are considered "volunteers" and "non-employees". Any salaries they receive from fulfilling contracts are payments made directly to the Reserve Officer by the contracting agency.

Budget Comments

Each Reserve Officer still purchases his or her own duty weapon. Uniforms are paid for and provided in accordance with this budget category. A supply line item covers expenditures from any donations the Reserves may receive through the year. At the present time, there is a need for additional Reserve Officers. When at full strength, we can have up to ten (10) Reserves. At present, we have five (5) Reserve Officers. Reserve Officers that have not previously attended reserve training are required to attend the Reserve Police Academy. They are required to complete and graduate from the Academy in order to meet our accreditation standards and in order to carry a firearm.

Accomplishments

Reserve officers donate more than 1,000 hours a year collectively.

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

	2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED		
<u>GENERAL FUND</u>								
<u>POLICE RESERVES</u>								
<u>MATERIALS AND SERVICES:</u>								
010-057-61015		TRAVEL, TRAINING & MEETINGS	0	0	700	500	500	500
010-057-61023	62	UNIFORM EXPENSE	0	0	500	500	500	500
010-057-61029	0	POLICE SUPPLIES	0	0	500	250	250	250
010-057-61060	440	HIRING EXPENSES	0	0	2,000	1,000	1,000	1,000
	<u>502</u>	<u>TOTAL MATERIALS AND SERVICES</u>	<u>0</u>	<u>0</u>	<u>3,700</u>	<u>2,250</u>	<u>2,250</u>	<u>2,250</u>
	<u>502</u>	<u>TOTAL POLICE RESERVES</u>	<u>0</u>	<u>0</u>	<u>3,700</u>	<u>2,250</u>	<u>2,250</u>	<u>2,250</u>

EXPENDITURE BUDGET NARRATIVE
Fiscal Year 2013-2014

PROGRAM: PARKING ENFORCEMENT
DEPARTMENT: POLICE
FUND: GENERAL

STAFF LEVEL 2014: 1.12 FTE
STAFF LEVEL 2013: 0.14 FTE

Program Description/Mission

Last year the parking enforcement position(s) were eliminated so parking enforcement was restricted to Truck Loading Zones and the Silverton Reservoir Marine Park by Police Officers. This year the Council has appropriated funds for two Officers who will enforce meters or other downtown issues. The program will continue to employ a part time meter repairperson who only works the hours needed to repair meters.

Personnel

<u>Title</u>	<u>2013</u> <u>FTE</u>	<u>2014</u> <u>FTE</u>	<u>FTE</u> <u>Change</u>
Parking Enforcement Officer	0.00	0.98	
Parking Meter Repairman	<u>0.14</u>	<u>0.14</u>	
Total	0.14	1.12	0.98

Budget Comments

The budget for Fiscal Year 2013-2014, has been increased to cover costs related to enforcing the violations related to parking for both personnel and material and services.

At present, there are only (15) penny meters operational and in service. This budget proposal does provide funding for the purchase of additional replacement meters if necessary.

Major Issues to be Resolved in the Next 5 Years

Options relating to parking and the meters in the downtown area continue to be discussed. City Council's decision for the Mural Society to receive funds from the parking meter revenues for a one-year trial period, up to \$7,000 in FY2012-2013, after all city costs associated with the program have been funded. December's feed the meters for charity program will continue, so funds collecting during December were not available for the Mural Society. If a decision is made to eliminate parking meters, this program will most likely be eliminated. The program has been 100% funded by a combination of coin and fine revenue in the past.

Details regarding the emptying of the parking meters have not been resolved. If city staff is involved in emptying the meters, then compensation for staff should be from the parking program budget.

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
GENERAL FUND							
PARKING PROGRAM							
PERSONNEL SERVICES:							
010-100-51002	PART TIME SALARIES	15,434	3,056	4,839	5,331	30,798	30,798
010-100-51003	WORKERS COMP INS	663	122	242	270	1,393	1,393
010-100-51004	SOCIAL SECURITY/MEDICARE	1,181	234	370	408	2,356	2,356
010-100-51007	PERS RETIREMENT	156	0	0	0	5,288	5,288
	TOTAL PERSONNEL SERVICES	17,435	3,412	5,451	6,009	39,835	39,835
MATERIALS AND SERVICES:							
010-100-61001	OFFICE SUPPLIES	30	0	500	250	250	250
010-100-61023	UNIFORM EXPENSE	206	0	0	0	500	500
010-100-61027	PARKING METER SUPPLIES	194	762	700	700	700	700
010-100-61029	MISCELLANEOUS SUPPLIES	39	101	300	300	300	300
010-100-61059	CONTRACTED SERVICES	169	60	150	150	250	250
010-100-62574	COMMUNITY PROGRAMS	0	0	7,000	0	0	0
010-100-71000	MINOR EQUIPMENT	0	1,056	0	0	0	0
010-100-71020	PARKING METERS	5,182	1,511	0	0	5,000	5,000
	TOTAL MATERIALS AND SERVICES	5,821	3,490	8,650	1,400	7,000	7,000
TRANSFERS OUT:							
010-100-95050	TRANSFER TO DEBT SERVICE	1,483	1,356	243	296	296	296
	TOTAL TRANSFERS OUT	1,483	1,356	243	296	296	296
	TOTAL PARKING PROGRAM	24,738	8,258	14,344	7,705	47,131	47,131

EXPENDITURE BUDGET NARRATIVE
Fiscal Year 2013-2014

PROGRAM: PLANNING **STAFF LEVEL 2014: 2.40 FTE**
DEPARTMENT: COMMUNITY DEVELOPMENT **STAFF LEVEL 2013: 3.20 FTE**
FUND: GENERAL

Program Description/Mission

This program is responsible for administering all planning related functions. The planning department processes all land use applications at the staff, Planning Commission, or the City Council level. Planning is also responsible for long range planning efforts.

Personnel

	2013	2014	FTE
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>Change</u>
Community Development Director	0.95	1.00	
Planning Assistant	0.50	0.00	
Admin Assistant/ City Clerk	0.00	0.60	
Permit Technician	0.80	0.80	
Associate Planner	0.95	0.00	
Total	3.20	2.40	(0.80)

Budget Comments

Account #61016 provides funds for American Planning Association, ODPa and SEDCOR (\$1,000). Account #61059 reflects consultant's costs for planning assistance should the years' workload increase beyond the capacity of the reduced staffing levels. Other budget accounts are similar to past years' budget expenditures.

Significant Changes

The reduction in staffing levels will make providing the existing level of customer service a challenge. Priority will be given to proposed development projects in order to build the employment and tax base. Anticipated planning projects in Fiscal Year 2013-2014 include a Development Code Update, a scaled-down streetscape enhancement project in the downtown, the creation and management of an Enterprise Zone, nominating houses to be listed on the National Register of Historic Places, and grant writing for various projects.

Accomplishments

During the past year, eleven land use applications were processed. These included a Design Review for a Wood Product Manufacturing Use, a West Side Land Use & Transportation Plan, and the Westfield Park Plan. Major planning efforts included a Downtown Parking Study, an Enterprise Zone Application, Development Code Update and identified improvements to the City's Citizen Involvement Program.

Major Issues to be Resolved in the Next 5 Years

Issues that are expected to be addressed over the next 5 years include the master planning and development of a new Community Park, the installation of pedestrian and bicycle facility improvements on South Water Street, the possible development of a Pettit Property Master Plan, and the provision of additional multi-family land for affordable and senior housing in Silverton.

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

	2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
GENERAL FUND						
PLANNING						
PERSONNEL SERVICES:						
010-151-51001	FULL TIME SALARIES	171,712	182,771	199,542	132,497	132,497
010-151-51003	WORKERS COMP INS	440	519	718	497	497
010-151-51004	SOCIAL SECURITY/MEDICARE	12,658	13,541	15,265	10,136	10,136
010-151-51005	HEALTH INSURANCE	31,594	30,785	43,512	28,061	28,061
010-151-51006	LIFE/ DISABILITY INS	383	414	539	551	551
010-151-51007	PERS RETIREMENT	10,690	15,221	18,340	27,408	27,408
	TOTAL PERSONNEL SERVICES	227,477	243,251	277,916	199,150	199,150
MATERIALS AND SERVICES:						
010-151-61001	OFFICE SUPPLIES	1,353	1,420	2,000	1,400	1,400
010-151-61003	ADVERTISING EXPENSE	3,259	3,107	5,000	3,000	3,000
010-151-61004	TELEPHONE EXPENSE	1,768	1,670	2,000	2,000	2,000
010-151-61005	POSTAGE & FREIGHT	691	2,913	5,000	5,000	5,000
010-151-61015	TRAVEL, TRAINING & MEETINGS	2,343	1,071	2,500	1,700	1,700
010-151-61016	DUES & MEMBERSHIPS	410	915	1,000	600	1,600
010-151-61024	VEHICLE EXPENSE	860	540	100	200	200
010-151-61030	FUEL EXPENSES	0	0	500	400	400
010-151-61045	EQUIPMENT RENTAL	2,183	2,152	3,000	3,000	3,000
010-151-61059	CONTRACTED SERVICES	3,254	1,867	10,000	4,000	4,000
010-151-62573	MISCELLANEOUS EXPENSE	483	344	0	50	50
010-151-71000	MINOR EQUIPMENT	250	273	1,000	500	500
010-151-71009	SOFTWARE	1,320	552	0	0	0
	TOTAL MATERIALS AND SERVICES	18,175	16,825	32,100	21,850	22,850
CAPITAL OUTLAY:						
010-151-81003	CAPITAL - REPLACEMENT	0	1,640	0	0	0
	TOTAL CAPITAL OUTLAY	0	1,640	0	0	0
TRANSFERS OUT:						
010-151-95050	TRANSFER TO DEBT SERVICE	8,477	8,994	10,030	7,364	7,364
010-151-95600	TRANSFER TO FLEET REPLACEMENT	1,653	1,653	1,653	1,653	1,653
	TOTAL TRANSFERS OUT	10,130	10,647	11,683	9,017	9,017
	TOTAL PLANNING	255,782	272,364	321,699	230,017	231,017

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

	2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
GENERAL FUND						
PLANNING GRANTS						
MATERIALS AND SERVICES:						
010-152-61060	DLCD PLANNING GRANT	30,000	0	0	0	0
010-152-61061	RBEG PLANNING GRANT	13,913	0	0	0	0
010-152-61065	CLG PLANNING GRANT	568	8,831	14,500	7,000	7,000
	TOTAL MATERIALS AND SERVICES	44,481	8,831	14,500	7,000	7,000
	TOTAL PLANNING GRANTS	44,481	8,831	14,500	7,000	7,000

EXPENDITURE BUDGET NARRATIVE
Fiscal Year 2013-2014

PROGRAM: FACILITIES MAINTENANCE
DEPARTMENT: PUBLIC WORKS
FUND: GENERAL

STAFF LEVEL 2014: 0.79 FTE
STAFF LEVEL 2013: 0.79 FTE

Program Description/Mission

This department provides certain building operating, maintenance and janitorial services for the primary administrative, community outreach and public meeting buildings owned or operated by the City. The specific buildings serviced by this program include, City Hall, Community Center, Senior Center, and Fischer Building.

Personnel

<u>Title</u>	<u>2013</u> <u>FTE</u>	<u>2014</u> <u>FTE</u>	<u>FTE</u> <u>Change</u>
Maint. Div. Supervisor/ Bldg. Official	0.04	0.04	
Building & Parks Maint. Worker	<u>0.75</u>	<u>0.75</u>	
Total	0.79	0.79	0.00

Budget Comments

Account #61022 equipment maintenance increase is due to aging equipment repair costs.
Account #61032 janitorial supplies increase due to rising paper and chemical costs.
Account #61059 contracted services increase due to proportionate share of bargaining costs.
Account #71001 covers costs to replacement the floor in Finance of \$18,000, Fischer Building basement repairs \$5,000, and Community Center steps/stair/entry floor repairs \$17,000.
Account #81003 capital replacement includes portion of replacement costs for vehicle lift at City Shops \$1,000.

Accomplishments

Energy efficiency upgrades, City Hall second floor window replacements, Community Center entry repairs and door replacements.

Major Issues to be Resolved in the Next 5 Years

City Hall and the Fischer Building were built in the 1920's and the Community Center (Armory) was built in the 1940's. Both of these facilities will continue to require significant improvements such as an elevator piston replacement and window replacements on the first floor in City Hall. Staff will work to assess the condition of our facilities, develop a maintenance and replacement capital list, and continue to make energy efficiency upgrades as time and budget allow.

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

	2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
GENERAL FUND						
FACILITIES MAINTENANCE						
PERSONNEL SERVICES:						
010-190-51001	FULL TIME SALARIES	26,737	37,997	29,456	29,456	29,456
010-190-51003	WORKERS COMP INS	975	1,183	1,182	1,321	1,321
010-190-51004	SOCIAL SECURITY/MEDICARE	1,971	2,849	2,273	2,273	2,273
010-190-51005	HEALTH INSURANCE	10,423	10,807	10,077	8,733	8,733
010-190-51006	LIFE/ DISABILITY INS	112	127	149	160	160
010-190-51007	PERS RETIREMENT	184	1,106	3,004	7,080	7,080
010-190-51009	OVERTIME SALARIES	202	746	255	255	255
	TOTAL PERSONNEL SERVICES	40,604	54,817	46,396	49,278	49,278
MATERIALS AND SERVICES:						
010-190-61001	OFFICE SUPPLIES	175	50	200	200	200
010-190-61003	ADVERTISING EXPENSE	104	724	200	200	200
010-190-61004	TELEPHONE EXPENSE	4,135	3,552	4,000	4,300	4,300
010-190-61006	GAS/ELECTRIC EXPENSE	30,663	27,816	35,000	30,000	30,000
010-190-61007	STREET LIGHTING ENERGY	121,261	123,795	130,000	130,000	130,000
010-190-61008	BUILDING/ GROUNDS MAINTENANCE	14,924	15,019	10,000	17,500	17,500
010-190-61015	TRAVEL, TRAINING & MEETINGS	0	0	0	1,000	1,000
010-190-61022	EQUIPMENT MAINTENANCE	2,348	183	3,000	3,000	3,000
010-190-61024	VEHICLE EXPENSE	1,220	1,213	100	300	300
010-190-61030	FUEL EXPENSES	0	0	900	1,000	1,000
010-190-61032	JANITORIAL SUPPLIES	1,641	2,073	2,500	3,200	3,200
010-190-61042	SAFETY EQ/ PROT CLTHNG	38	47	150	150	150
010-190-61059	CONTRACTED SERVICES	4,068	8,830	5,000	5,500	5,500
010-190-62573	MISCELLANEOUS EXPENSE	0	0	0	250	250
010-190-71000	MINOR EQUIPMENT	321	1,744	500	500	500
010-190-71001	BUILDING IMPROVEMENTS	0	0	22,000	0	0
	TOTAL MATERIALS AND SERVICES	180,898	185,044	213,550	197,100	197,100
CAPITAL OUTLAY:						
010-190-81001	CAPITAL- BUILDING IMPROVEMENTS	0	0	0	50,000	40,000
010-190-81003	CAPITAL - REPLACEMENT	90,657	32,652	0	1,000	1,000
	TOTAL CAPITAL OUTLAY	90,657	32,652	0	51,000	41,000
TRANSFERS OUT:						
010-190-95050	TRANSFER TO DEBT SERVICE	1,474	2,101	1,493	1,651	1,651
010-190-95600	TRANSFER TO FLEET REPLCMNT	1,613	1,613	1,613	1,667	1,667
010-190-95610	TRANSFER TO EQUIPMENT REPLC	8,000	8,000	8,000	43,000	43,000
	TOTAL TRANSFERS OUT	11,087	11,714	11,106	46,318	46,318
	TOTAL FACILITIES MAINTENANCE	323,246	284,227	271,052	343,696	333,696

EXPENDITURE BUDGET NARRATIVE
Fiscal Year 2013-2014

PROGRAM: PARKS AND RECREATION
DEPARTMENT: PUBLIC WORKS
FUND: GENERAL

STAFF LEVEL 2014: 2.04 FTE
STAFF LEVEL 2013: 2.04 FTE

Program Description/Mission

This program provides for all operations and maintenance of the City's parks, pool and recreation programs. The program will continue to rely on the YMCA for administering parks recreation programs and parks reservations. In addition, certain expenses or services are provided to the Country Museum and Chamber of Commerce.

Personnel

	2013	2014	FTE
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>Change</u>
Public Works Director	0.05	0.05	
Water Quality Division Supervisor	0.04	0.04	
Utility Worker I	0.19	0.19	
Utility Worker II	0.05	0.05	
Utility Worker III/Lead	0.05	0.05	
Building/ Parks Maintenance Worker	0.25	0.25	
Parks Maintenance Worker II	0.90	0.90	
Parks Maintenance Worker (Temp)	0.48	0.48	
Sewer/ Water Operator II	<u>0.03</u>	<u>0.03</u>	
Total	2.04	2.04	0.00

Budget Comments

Account #61015 includes new employees and new employee playground certification for \$500.
Account #61034 includes bark purchase for Senior Cleanup Day for \$2,000.
Account #61059 includes YMCA contract for \$4,900, annual flower baskets \$500, and tree services for \$1,500.
Account #61043 includes Museum/Depot painting & dry rot repair for \$2,000.
Account #81003 includes replacement of picnic tables \$6,750, benches \$250, swing sets \$3,500, portion of mechanic lift \$1,000, and Pavilion refrigerator replacement \$4,000.
Account #85001 includes Old Mill Park Alteration \$32,500 w/labor.
Account #85003 includes portion of Ultrablock bins at shops \$7,500.
Account #95600 based on updated costs and vehicle life.
Account #95610 based on updated costs and equipment life.

Major Issues to be Resolved in the Next 5 Years

Funding for maintenance and operation as the community grows with the addition of more parks (Skate Park, Dog Park, Pioneer Park, and 40-Acre Park) facilities to the system.

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

	2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
GENERAL FUND						
PARKS & RECREATION						
PERSONNEL SERVICES:						
010-225-51001	FULL TIME SALARIES	61,219	62,276	67,397	62,771	62,771
010-225-51002	PART TIME SALARIES	4,609	7,782	9,597	10,991	10,991
010-225-51003	WORKERS COMP INS	3,486	3,207	4,073	4,058	4,058
010-225-51004	SOCIAL SECURITY/MEDICARE	5,097	5,207	6,141	5,726	5,726
010-225-51005	HEALTH INSURANCE	23,589	24,471	23,841	26,208	26,208
010-225-51006	LIFE/ DISABILITY INS	280	280	351	336	336
010-225-51007	PERS RETIREMENT	3,121	6,142	7,127	15,811	15,811
010-225-51009	OVERTIME SALARIES	4,045	1,107	0	1,081	1,081
	TOTAL PERSONNEL SERVICES	105,445	110,473	118,527	126,982	126,982
MATERIALS AND SERVICES:						
010-225-61001	OFFICE SUPPLIES	689	10)	100	100	100
010-225-61004	TELEPHONE EXPENSE	1,473	1,799	2,000	2,000	2,000
010-225-61006	GAS/ELECTRIC EXPENSE	4,092	3,328	4,500	4,500	3,000
010-225-61015	TRAVEL, TRAINING & MEETINGS	71	98	100	500	500
010-225-61022	EQUIPMENT MAINTENANCE	701	1,946	1,000	1,000	1,000
010-225-61024	VEHICLE EXPENSE	2,314	3,249	100	2,400	2,400
010-225-61030	FUEL EXPENSES	0	0	2,400	2,600	2,600
010-225-61032	JANITORIAL SUPPLIES	4,864	1,871	3,000	3,000	3,000
010-225-61033	TECHNICAL SUPPLIES	460	0	0	0	0
010-225-61034	LANDSCAPE SUPPLIES	1,557	4,208	1,500	3,500	3,500
010-225-61042	SAFETY EQ/ PROT CLTHNG	337	403	400	800	800
010-225-61043	BUILDING/ GROUNDS MAINTENANCE	6,170	7,341	7,000	7,415	7,415
010-225-61044	SMALL TOOLS	1,002	69	500	500	500
010-225-61059	CONTRACTED SERVICES	54,016	6,958	7,000	7,000	12,000
010-225-61060	INTERGOVERNMENTAL-SCHOOL FIE	0	20,000	20,000	0	20,000
010-225-61065	MARINE PARK EXPENSES	0	2,073	2,500	2,500	2,500
010-225-62537	MUSEUM/DEPOT EXPENSES	2,983	2,266	500	2,500	2,500
010-225-62573	MISCELLANEOUS EXPENSE	0	0	500	500	500
010-225-71000	MINOR EQUIPMENT	24	238	300	800	800
	TOTAL MATERIALS AND SERVICES	80,754	55,837	53,400	41,615	65,115
CAPITAL OUTLAY:						
010-225-81003	CAPITAL- REPLACEMENT EQUIPMEN	1,080	26,920	6,000	15,500	15,500
010-225-85001	PARKS IMPROVEMENT	32,192	0	5,000	32,500	32,500
010-225-85003	CAPITAL - NEW EQUIPMENT	0	0	10,450	15,000	7,500
	TOTAL CAPITAL OUTLAY	33,272	26,920	21,450	63,000	55,500
TRANSFERS OUT:						
010-225-95050	TRANSFER TO DEBT SERVICE	3,596	3,498	4,035	4,159	4,159
010-225-95600	TRANSFER TO FLEET REPLCMNT	1,713	1,713	139	1,600	1,600
010-225-95610	TRANSFER TO MAJOR EQUIP REP	6,401	6,400	1,517	1,733	1,733
	TOTAL TRANSFERS OUT	11,710	11,611	5,691	7,492	7,492
	TOTAL PARKS & RECREATION	231,181	204,840	199,068	239,089	255,089

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

	2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
<u>GENERAL FUND</u>						
<u>COMPUTER SERVICES</u>						
<u>PERSONNEL SERVICES:</u>						
010-300-51001	FULL TIME SALARIES	0	0	3,134	0	0
010-300-51003	WORKERS COMP INS	0	0	11	0	0
010-300-51004	SOCIAL SECURITY/MEDICARE	0	0	240	0	0
010-300-51005	HEALTH INSURANCE	0	0	376	0	0
010-300-51006	LIFE/ DISABILITY INS	0	0	4	0	0
010-300-51007	PERS RETIREMENT	0	0	282	0	0
	TOTAL PERSONNEL SERVICES	0	0	4,047	0	0
<u>MATERIALS AND SERVICES:</u>						
010-300-61059	CONTRACTED SERVICES	33,110	34,401	85,300	32,000	30,500
010-300-71000	MINOR EQUIPMENT	1,429	148	1,000	1,000	1,000
010-300-71009	SOFTWARE	14,841	2,659	9,600	7,000	7,000
	TOTAL MATERIALS AND SERVICES	49,379	37,208	95,900	40,000	38,500
<u>CAPITAL OUTLAY:</u>						
010-300-81003	CAPITAL - REPLACEMENT EQUIP	0	0	0	6,500	10,500
	TOTAL CAPITAL OUTLAY	0	0	0	6,500	10,500
<u>TRANSFERS OUT:</u>						
010-300-95050	TRANSFER TO DEBT SERVICE	0	0	158	0	0
	TOTAL TRANSFERS OUT	0	0	158	0	0
	TOTAL COMPUTER SERVICES	49,379	37,208	100,105	46,500	49,000
	TOTAL FUND EXPENDITURES	4,687,596	4,492,712	5,320,839	5,853,621	5,889,051

BUDGET NARRATIVE
Fiscal Year 2013-2014

FUND: ELECTRICAL INSPECTIONS

STAFF LEVEL 2014: 0.05 FTE
STAFF LEVEL 2013: 0.05 FTE

Program Description/Mission

The City is responsible for administering all functions related to implementation and enforcement of the State Electrical Code. The electrical inspections are currently performed under an Intergovernmental Agreement with Marion County Building Department for services twice a week.

Personnel

<u>Title</u>	<u>2013</u> <u>FTE</u>	<u>2014</u> <u>FTE</u>	<u>FTE</u> <u>Change</u>
Permit Technician	0.05	0.05	0.00

Budget Comments

Account #61059 allows the utilization of an Intergovernmental Agreement with Marion County for electrical inspection services.

Significant Changes

During the current economic slowdown, the City will continue to closely monitor budget expenditures and related staffing in fiscal year 2013-2014. It is expected that permit levels will remain flat to support the proposed budget expenditures.

Major Issues to be Resolved in the Next 5 Years

Depending on the volume of inspections, the City will continue to reevaluate the hiring of a part-time electrical inspector. This will allow the Building Division to increase customer service for contractors and homeowners by providing more regular electrical inspections, instead of bi-weekly.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
ELECTRICAL INSPECTIONS FUND							
FEES AND PERMITS							
011-000-42118	ELECTRICAL PERMITS	16,571	14,049	15,000	12,000	12,000	12,000
	TOTAL FEES AND PERMITS	16,571	14,049	15,000	12,000	12,000	12,000
MISCELLANEOUS REVENUE							
011-000-45002	INTEREST EARNED	245	142	75	86	86	86
011-000-45019	MISCELLANEOUS REVENUE	150	0	0	0	0	0
	TOTAL MISCELLANEOUS REVENUE	395	142	75	86	86	86
BEGINNING FUND BALANCE							
011-000-49090	BEGINNING FUND BALANCE	55,013	36,690	14,110	15,749	15,749	15,749
	TOTAL BEGINNING FUND BALANCE	55,013	36,690	14,110	15,749	15,749	15,749
	TOTAL FUND REVENUE	71,978	50,881	29,185	27,835	27,835	27,835

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
ELECTRICAL INSPECTIONS FUND							
OPERATIONS							
PERSONNEL SERVICES:							
011-141-51001	FULL TIME SALARIES	11,987	10,930	2,237	2,254	2,254	2,254
011-141-51003	WORKERS COMP INS	98	127	9	9	9	9
011-141-51004	SOCIAL SECURITY/MEDICARE	866	804	171	172	172	172
011-141-51005	HEALTH INSURANCE	3,374	2,259	660	675	675	675
011-141-51006	LIFE/ DISABILITY INS	25	21	4	4	4	4
011-141-51007	PERS RETIREMENT	663	1,061	226	537	537	537
	TOTAL PERSONNEL SERVICES	17,013	15,201	3,307	3,651	3,651	3,651
MATERIALS AND SERVICES:							
011-141-61001	OFFICE SUPPLIES	0	150	200	100	100	100
011-141-61015	TRAVEL, TRAINING & MEETINGS	1,200	0	1,200	0	0	0
011-141-61045	EQUIPMENT RENTAL	122	0	250	0	0	0
011-141-61059	CONTRACTED SERVICES	6,565	7,520	8,800	7,800	7,800	7,800
011-141-61098	REFERENCE LIBRARY	104	0	250	0	0	0
011-141-62573	MISCELLANEOUS EXPENSE	0	82	150	0	0	0
	TOTAL MATERIALS AND SERVICES	7,991	7,752	10,850	7,900	7,900	7,900
CONTINGENCY & RESERVES:							
011-141-90001	CONTINGENCY	0	0	9,722	9,323	9,323	9,323
	TOTAL CONTINGENCY & RESERVES	0	0	9,722	9,323	9,323	9,323
TRANSFERS OUT:							
011-141-95001	TRANSFER TO GENERAL FUND	9,097	7,636	5,194	6,836	6,836	6,836
011-141-95050	TRANSFER TO DEBT SERVICE	1,087	758	112	125	125	125
011-141-95620	TRANSFER TO EXTENDED LEAVE	100	100	0	0	0	0
	TOTAL TRANSFERS OUT	10,284	8,494	5,306	6,961	6,961	6,961
	TOTAL OPERATIONS	35,288	31,447	29,185	27,835	27,835	27,835
	TOTAL FUND EXPENDITURES	35,288	31,447	29,185	27,835	27,835	27,835

BUDGET NARRATIVE
Fiscal Year 2013-2014

FUND: BUILDING OPERATIONS

STAFF LEVEL 2014: 0.15 FTE
STAFF LEVEL 2013: 0.20 FTE

Program Description/Mission

This fund is responsible for administering all functions related to the implementation of State Building Code regulations. The current personnel, working for this fund issue building permits and the inspections are being contracted out. Staff also work with the public to explain complex building codes and if necessary take enforcement action.

Personnel

<u>Title</u>	<u>2013</u> <u>FTE</u>	<u>2014</u> <u>FTE</u>	<u>FTE</u> <u>Change</u>
Community Development Director	0.05	0.00	
Permit Technician	0.15	0.15	
Total	0.20	0.15	(0.05)

Budget Comments

Due to the economy, the Building Operations Fund is still unable to support the salaries of an in-house building inspector during the 2013-2014 fiscal year.

Account #61059 covers the cost of Marion County to temporarily provide inspection services until reserves are re-established in the Building Operations Fund.

Significant Changes

This year the Building Operations Fund is expected to remain level in revenue due to the existing economic conditions.

Accomplishments

During 2012, the Building Division reviewed plans and issued 369 building permits, including 10 new single-family residences, 86 structural, 109 electrical, 103 mechanical, and 60 plumbing permits. The division conducted approximately 80 inspections every month throughout the year.

Major Issues to be Resolved in the Next 5 Years

The City of Silverton will continue to maintain control of its inspection program with the contracting of inspection services to Marion County. The City expects to rebuild a positive cash flow for the Building Operations Fund, refill the vacated Building Official position, and return to a desired customer service level within the next several years.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2013-2014

		2010-2011	2011-2012	2012-2013	2013-2014	2013-2014	2013-2014
		FISCAL	FISCAL	FISCAL	CITY MNGR	BDGT COMM	COUNCIL
		ACTUAL	ACTUAL	BUDGET	PROPOSED	APPROVED	ADOPTED
BUILDING OPERATIONS FUND							
FEES AND PERMITS							
012-000-42104	BUILDING PERMITS	35,972	27,311	30,000	20,000	20,000	20,000
012-000-42105	PLUMBING PERMITS	11,539	10,204	13,000	7,500	7,500	7,500
012-000-42106	PLAN REVIEW FEES	26,255	18,494	22,000	12,000	12,000	12,000
012-000-42116	MECHANICAL PERMITS	10,986	8,045	11,000	9,400	9,400	9,400
012-000-42122	SIDEWALK & DRIVEWAY PERMITS	3,791	2,834	3,800	0	0	0
	TOTAL FEES AND PERMITS	88,544	66,887	79,800	48,900	48,900	48,900
INTERGOVERNMENTAL							
012-000-43060	INTERGOVERNMENTAL SERVICES	628	1,580	0	0	0	0
	TOTAL INTERGOVERNMENTAL	628	1,580	0	0	0	0
MISCELLANEOUS REVENUE							
012-000-45002	INTEREST EARNED	944	211	100	10	10	10
012-000-45019	MISCELLANEOUS REVENUE	2,323	162	0	0	0	0
	TOTAL MISCELLANEOUS REVENUE	3,267	373	100	10	10	10
TRANSFERS IN							
012-000-46010	TRANSFER FROM GENERAL FUND	33,049	0	0	0	0	0
	TOTAL TRANSFERS IN	33,049	0	0	0	0	0
BEGINNING FUND BALANCE							
012-000-49090	BEGINNING FUND BAL - BUILDING	268,905	88,917	19,811	4,936	4,936	4,936
	TOTAL BEGINNING FUND BALANCE	268,905	88,917	19,811	4,936	4,936	4,936
	TOTAL FUND REVENUE	394,393	157,757	99,711	53,846	53,846	53,846



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CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

	2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
BUILDING OPERATIONS FUND						
BUILDING OPERATIONS						
PERSONNEL SERVICES:						
012-140-51001	FULL TIME SALARIES	165,741	83,975	11,173	6,763	6,763
012-140-51003	WORKERS COMP INS	2,710	1,409	41	26	26
012-140-51004	SOCIAL SECURITY/MEDICARE	12,143	6,212	855	517	517
012-140-51005	HEALTH INSURANCE	46,823	19,465	2,881	2,024	2,024
012-140-51006	LIFE/ DISABILITY INS	230	106	31	11	11
012-140-51007	PERS RETIREMENT	9,109	8,904	1,080	1,612	1,612
012-140-51009	OVERTIME SALARIES	149	0	0	0	0
	TOTAL PERSONNEL SERVICES	236,903	120,071	16,061	10,953	10,953
MATERIALS AND SERVICES:						
012-140-61001	OFFICE SUPPLIES	434	445	250	400	400
012-140-61004	TELEPHONE EXPENSE	1,584	1,385	644	500	500
012-140-61005	POSTAGE & FREIGHT	36	18	50	50	50
012-140-61015	TRAVEL, TRAINING & MEETINGS	1,753	1,015	0	500	500
012-140-61016	DUES & MEMBERSHIPS	523	215	30	125	125
012-140-61024	VEHICLE EXPENSE	2,121	3,772	0	0	0
012-140-61044	SMALL TOOLS	62	0	0	0	0
012-140-61045	EQUIPMENT RENTAL	665	421	1,000	400	400
012-140-61059	CONTRACTED SERVICES	305	7,456	51,870	31,785	31,785
012-140-61098	REFERENCE LIBRARY	0	474	0	0	0
012-140-71000	MINOR EQUIPMENT	700	0	0	0	0
012-140-71009	SOFTWARE	35	0	0	0	0
	TOTAL MATERIALS AND SERVICES	8,216	15,201	53,844	33,760	33,760
CONTINGENCY & RESERVES:						
012-140-90001	CONTINGENCY	0	0	8,738	8,757	8,757
	TOTAL CONTINGENCY & RESERVES	0	0	8,738	8,757	8,757
TRANSFERS OUT:						
012-140-95001	TRANSFER TO GENERAL FUND	49,011	16,602	20,506	0	0
012-140-95050	TRANSFER TO DEBT SERVICE	8,078	4,237	562	376	376
012-140-95600	TRANSFER TO FLEET REPLCMNT	3,168	0	0	0	0
012-140-95620	TRANSFER TO EXTENDED LEAVE	100	0	0	0	0
	TOTAL TRANSFERS OUT	60,357	20,839	21,068	376	376
	TOTAL BUILDING OPERATIONS	305,476	156,111	99,711	53,846	53,846
	TOTAL FUND EXPENDITURES	305,476	156,111	99,711	53,846	53,846

REVENUE BUDGET NARRATIVE
Fiscal Year 2013-2014

FUND: TRANSPORTATION

Budget Comments

The Transportation Fund is a Special Revenue Fund, which accounts for grant revenue and other miscellaneous revenue such as interest and donations. The revenues are used for the operation of the Silver Trolley and related expenditures. The trolley operates Monday through Friday from 9:00 am to 5:00 pm, and Saturday from 9:00 am to 3:30 pm. This service is also used during community events such as Homer Davenport Days, Wine and Jazz Festival, Silverton Art Festival, and the Oktoberfest.

Trolley Ridership:

	<u>Fiscal 2008-2009</u>	<u>Fiscal 2009-2010</u>	<u>Fiscal 2010-2011</u>	<u>Fiscal 2011-2012</u>
General Population	591	3,569	4,529	4,895
Youth	711	1,042	767	932
Elderly & Disabled	<u>8,938</u>	<u>9,581</u>	<u>7,817</u>	<u>7,549</u>
Total Rides	10,240	14,192	13,113	13,376

Intergovernmental Revenue: These revenues are from two different grant sources. Grants are received from Oregon Department of Transportation (ODOT) and Department of Energy.

Miscellaneous Revenue: These revenues are from interest earned on the cash balance maintained in this fund. The other revenue is from donations received by citizens riding the trolley.

Beginning Fund Balance: Accounts for funds carried forward from the previous year. This revenue provides the funding source to pay for expenditures until grant revenues are received.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
TRANSPORTATION FUND							
INTERGOVERNMENTAL							
013-000-43050	ARRA STIMULUS GRANT	(33)	0	0	0	0	0
013-000-43054	ODOT TRANSIT GRANT	49,965	46,478	112,054	56,000	56,000	56,000
013-000-43055	SALEM AREA TRANSIT GRANTS	28,999	2,356	2,890	2,348	2,348	2,348
	TOTAL INTERGOVERNMENTAL	78,930	48,834	114,944	58,348	58,348	58,348
MISCELLANEOUS REVENUE							
013-000-45002	INTEREST EARNED	157	238	200	150	150	150
013-000-45017	TROLLEY DONATIONS	5,541	5,226	3,500	4,000	4,000	4,000
	TOTAL MISCELLANEOUS REVENUE	5,699	5,463	3,700	4,150	4,150	4,150
BEGINNING FUND BALANCE							
013-000-49090	BEGINNING FUND BALANCE	61,726	71,021	38,021	48,508	48,508	48,508
	TOTAL BEGINNING FUND BALANCE	61,726	71,021	38,021	48,508	48,508	48,508
	TOTAL FUND REVENUE	146,355	125,319	156,665	111,006	111,006	111,006

EXPENDITURE BUDGET NARRATIVE
Fiscal Year 2013-2014

FUND: TRANSPORTATION

STAFF LEVEL 2014: 1.47 FTE
STAFF LEVEL 2013: 1.60 FTE

Program Description/Mission

This fund is responsible for operation of the City's transit system, the Silver Trolley. One goal for this fund is the need to maintain a contingency balance sufficient to support at least six months of operation. This would allow for continued operation of the Trolley in the event that grant funds are drastically reduced and other resources, such as tax levy, would need to be pursued.

Personnel

<u>Title</u>	<u>2013 FTE</u>	<u>2014 FTE</u>	<u>FTE Change</u>
Transit Operators (3 part-time)	1.60	1.47	(0.13)

Budget Comments

Account #61004 covers telephone related expenses for the cell phone used by the trolley driver. Account #61024 covers tire replacements and major mechanical repairs to the trolley vehicles. Account #61030 covers costs for gas for the trolley.

Accomplishments

The City of Silverton continues to provide reliable and affordable transportation for residents who are otherwise without access to transportation. An additional part-time driver was added in August 2009 to meet the need for transit service on Saturdays. The City also provided shuttle services for Homer Davenport Days, the Art Festival, Wine and Jazz Festival, and the Mount Angel Oktoberfest. To maintain this service, City staff is responsible for grant preparation, grant management, and dispatching services.

Major Issues to be Resolved in the Next 5 Years

The City will coordinate with other transit providing agencies serving Silverton and the surrounding areas. In addition, the City will continue to apply for grants and seek alternative stable funding source(s) for the operation of the Trolley.

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

	2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
TRANSPORTATION FUND						
OPERATIONS						
PERSONNEL SERVICES:						
013-013-51002	PART TIME SALARIES	36,315	39,213	53,673	62,011	62,011
013-013-51003	WORKERS COMP INS	2,016	1,836	2,739	3,253	3,253
013-013-51004	SOCIAL SECURITY/MEDICARE	2,778	3,000	4,106	4,744	4,744
013-013-51007	PERS RETIREMENT	903	1,503	3,214	9,604	9,604
	TOTAL PERSONNEL SERVICES	42,013	45,551	63,732	79,612	79,612
MATERIALS AND SERVICES:						
013-013-61001	OFFICE SUPPLIES	148	74	150	150	150
013-013-61003	ADVERTISING EXPENSE	574	638	600	650	650
013-013-61004	TELEPHONE EXPENSE	988	894	1,200	1,200	1,200
013-013-61015	TRAVEL, TRAINING & MEETINGS	514	31	500	250	250
013-013-61016	DUES & MEMBERSHIPS	0	0	200	200	200
013-013-61022	EQUIPMENT MAINTENANCE	2,719	1,207	0	700	700
013-013-61023	UNIFORM EXPENSE	125	90	150	150	150
013-013-61024	VEHICLE EXPENSE	6,614	7,610	4,000	4,200	4,200
013-013-61030	FUEL EXPENSES	0	0	14,000	10,000	10,000
013-013-61059	CONTRACTED SERVICES	236	455	2,000	1,000	1,000
013-013-62573	MISCELLANEOUS EXPENSE	296	15	50	50	50
013-013-71000	MINOR EQUIPMENT	87	0	0	0	0
	TOTAL MATERIALS AND SERVICES	12,301	11,015	22,850	18,550	18,550
CAPITAL OUTLAY:						
013-013-81003	CAPITAL - REPLACEMENT	0	0	45,000	0	0
	TOTAL CAPITAL OUTLAY	0	0	45,000	0	0
CONTINGENCY & RESERVES:						
013-013-90001	CONTINGENCY	0	0	22,385	9,398	9,398
	TOTAL CONTINGENCY & RESERVES	0	0	22,385	9,398	9,398
TRANSFERS OUT:						
013-013-95001	TRANSFER TO GENERAL FUND	12,479	12,780	0	0	0
013-013-95050	TRANSFER TO DEBT SERVICE	2,069	1,946	2,698	3,446	3,446
013-013-95600	TRANSFER TO FLEET REPLACEMENT	6,472	6,472	0	0	0
	TOTAL TRANSFERS OUT	21,020	21,198	2,698	3,446	3,446
	TOTAL OPERATIONS	75,334	77,764	156,665	111,006	111,006
	TOTAL FUND EXPENDITURES	75,334	77,764	156,665	111,006	111,006

BUDGET NARRATIVE
Fiscal Year 2013-2014

FUND: POOL OPERATIONS LEVY

Program Description/Mission

This is a new fund, which will account for tax revenues collected exclusively for the operations and capital costs of the Silverton swimming pool. The levy is a five-year levy of \$275,000 for each levy year and was passed by the voters in the November 6, 2013 General Election. With the passage of the operating levy, funding to cover the cost of operating a year-round pool is in place through fiscal year 2017-2018.

This fund will cover operations, maintenance, and facility use programming of the City's Swimming Pool. The Public Works Water Quality Division is responsible for maintenance and operation of the mechanical and chemical systems to ensure ongoing compliance with regulations governing public pool water quality. The Public Works Maintenance Division provides maintenance for the pool structure, bathhouse, and associated mechanical support systems. By annual contract, the YMCA provides management and lifeguards for daily pool use, and staffing for swim lessons and aquatic programs.

Budget Comments

Account 61059 covers \$50,000 for the YMCA contract \$20,000 for tent cover cleaning and tent cover take down and installation.

Accomplishments

Repairs to recirculation nozzles, deck drains, shower facilities, replacement of aging equipment, and repainted of bathhouse.

Major Issues to be Resolved in the Next 5 Years

Replacement of pool cover, boiler, and pool heating system and exhaust fans.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
POOL OPERATIONS LEVY							
TAXES							
016-000-40001	PROPERTY TAXES CURRENT	0	0	0	255,750	255,750	255,750
	TOTAL TAXES	0	0	0	255,750	255,750	255,750
MISCELLANEOUS REVENUE							
016-000-45025	POOL RENT	0	0	0	8,000	8,000	8,000
	TOTAL MISCELLANEOUS REVENUE	0	0	0	8,000	8,000	8,000
	TOTAL FUND REVENUE	0	0	0	263,750	263,750	263,750

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
POOL OPERATIONS LEVY							
MATERIALS AND SERVICES:							
016-210-61003	ADVERTISING	0	0	0	100	100	100
016-210-61004	TELEPHONE EXPENSE	0	0	0	1,000	1,000	1,000
016-210-61005	POSTAGE & FREIGHT	0	0	0	400	400	400
016-210-61006	GAS/ ELECTRIC EXPENSE	0	0	0	90,000	90,000	90,000
016-210-61008	BUILDING & GROUNDS MAINTENANC	0	0	0	6,000	6,000	6,000
016-210-61009	PERMIT FEES	0	0	0	500	500	500
016-210-61016	DUES & MEMBERSHIPS	0	0	0	350	350	350
016-210-61022	EQUIPMENT MAINTENANCE	0	0	0	5,000	5,000	5,000
016-210-61032	JANITORIAL SUPPLIES	0	0	0	1,500	1,500	1,500
016-210-61042	SAFETY EQ/ PROT CLTHNG	0	0	0	1,000	1,000	1,000
016-210-61045	EQUIPMENT RENTAL	0	0	0	1,500	1,500	1,500
016-210-61047	POOL CHEMICALS	0	0	0	8,000	8,000	8,000
016-210-61059	CONTRACTED SERVICES	0	0	0	70,000	70,000	70,000
016-210-71000	MINOR EQUIPMENT	0	0	0	800	800	800
	TOTAL MATERIALS AND SERVICES	0	0	0	186,150	186,150	186,150
CAPITAL OUTLAY:							
016-210-81003	CAPITAL - REPLACEMENT	0	0	0	60,300	60,300	60,300
	TOTAL CAPITAL OUTLAY	0	0	0	60,300	60,300	60,300
CONTINGENCY & RESERVES:							
016-210-90001	CONTINGENCY	0	0	0	10,467	10,467	10,467
016-210-91215	RESERVE- POOL CAPITAL IMPRVMT	0	0	0	6,833	6,833	6,833
	TOTAL CONTINGENCY & RESERVES	0	0	0	17,300	17,300	17,300
	TOTAL DEPARTMENT 210	0	0	0	263,750	263,750	263,750
	TOTAL FUND EXPENDITURES	0	0	0	263,750	263,750	263,750

BUDGET NARRATIVE
Fiscal Year 2013-2014

FUND: TRANSIENT LODGING TAXES

Budget Comments

This special revenue fund was created during the 2008-2009 fiscal year to account for transient taxes charged to patrons staying at hotels/ motels or bed and breakfast locations in the City of Silverton. The taxes are paid by the lodging businesses either monthly or quarterly. At this time, all businesses are remitting the taxes on a quarterly basis.

ORS 320.350 (6) states that at least 70 percent of net revenue from a new or increased local transient occupancy lodging tax shall be used for the purposes described in subsection (5) (a) or (c) of this section. Subsection (5) (a) and (c) require that the revenues be used to fund tourism promotion or tourism related facilities, or to finance or refinance the debt of tourism-related facilities and pay reasonable administrative costs incurred in financing or refinancing debt. The remaining 30 percent can be used to fund city services, generally. Council has dedicated this portion to help decrease the sewer debt in the Sewer Fund. Therefore, these revenues are transferred to the Sewer Debt Reserve Fund and will be used to make additional payments.

Account 61059 includes \$20,000 the Chamber of Commerce receives to promote tourism. The money will be paid quarterly.

Account 62576 includes \$1,000 for a fireworks donation.

Accomplishments

During the fiscal year ended June 30, 2011, the City distributed \$29,912 in grants to local organizations and in fiscal year ended June 30, 2012 \$23,335 was distributed to increase visitation, generate overnight lodging in Silverton.

CITY OF SILVERTON

REVENUES

FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
TRANSIENT TAX FUND							
TAXES							
017-000-40003	TRANSIENT TAXES	166,031	190,700	182,000	215,000	215,000	215,000
	TOTAL TAXES	166,031	190,700	182,000	215,000	215,000	215,000
MISCELLANEOUS REVENUE							
017-000-45002	INTEREST EARNED	213	178	0	200	200	200
	TOTAL MISCELLANEOUS REVENUE	213	178	0	200	200	200
BEGINNING FUND BALANCE							
017-000-49090	BEGINNING FUND BALANCE	35,126	40,027	66,632	35,186	35,186	35,186
	TOTAL BEGINNING FUND BALANCE	35,126	40,027	66,632	35,186	35,186	35,186
	TOTAL FUND REVENUE	201,369	230,906	248,632	250,386	250,386	250,386

CITY OF SILVERTON

EXPENDITURES

FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
TRANSIENT TAX FUND							
OPERATIONS							
MATERIALS AND SERVICES:							
017-017-61059	CONTRACTED SERVICES	29,572	23,335	31,202	52,283	52,283	52,283
017-017-61060	OREGON GARDEN FOUNDATION	87,913	102,457	121,410	113,308	113,308	113,308
017-017-62576	SILVERTON DAYS FIREWORKS	0	0	0	0	1,000	1,000
	TOTAL MATERIALS AND SERVICES	117,485	125,792	152,612	165,591	166,591	166,591
CONTINGENCY & RESERVES:							
017-017-90001	CONTINGENCY	0	0	15,000	20,000	19,000	19,000
	TOTAL CONTINGENCY & RESERVES	0	0	15,000	20,000	19,000	19,000
TRANSFERS OUT:							
017-017-95036	TRANSFER TO SEWER DEBT RESER	0	63,163	66,357	64,795	64,795	64,795
017-017-95050	TRANSFER TO DEBT SERVICE	43,857	0	0	0	0	0
017-017-95320	TRANSFER TO STREET CIP FUND	0	0	14,663	0	0	0
	TOTAL TRANSFERS OUT	43,857	63,163	81,020	64,795	64,795	64,795
	TOTAL OPERATIONS	161,342	188,955	248,632	250,386	250,386	250,386
	TOTAL FUND EXPENDITURES	161,342	188,955	248,632	250,386	250,386	250,386

BUDGET NARRATIVE
Fiscal Year 2013-2014

FUND: STREET

STAFF LEVEL 2014: 2.19 FTE

STAFF LEVEL 2013: 2.19 FTE

Program Description/Mission

This fund administers all street operations for 33 miles of City owned and maintained roadways and right-of-ways. The mission is to provide a safe and efficient transportation system for all City right-of-ways. The City's Transportation System Plan and Capital Improvements Plan are the guide documents for this program.

Personnel

<u>Title</u>	<u>2013</u> <u>FTE</u>	<u>2014</u> <u>FTE</u>	<u>FTE</u> <u>Change</u>
Public Works Director	0.10	0.10	
Public Works Admin Assistant II	0.15	0.15	
Senior Engineer	0.10	0.10	
Engineering Technician	0.18	0.18	
Maint. Div. Supervisor/Bldg Official	0.20	0.20	
Maint. Div. Admin Assistant	0.12	0.00	
Public Works Admin Assistant I	0.00	0.12	
Utility Worker I	0.58	0.58	
Utility Worker II	0.38	0.38	
Utility Worker III/ Lead	0.18	0.18	
Utility Worker III/ Mechanic	<u>0.20</u>	<u>0.20</u>	
Total	2.19	2.19	0.00

Budget Comments

Account #61022 includes aging equipment repairs and portion of V320 backhoe tires \$520.
 Account #61043 is increased due to upkeep of buildings, parking lot repairs, paving, etc.
 Account #61045 includes grader rental twice a year for \$6,000.
 Account #61046 includes pavement repairs \$11,000, curb painting \$10,000, gravel street dust control \$1,000.
 Account #61059 includes cost of bargaining \$800.
 Account #61095 includes Abiqua Heights detention structure replacement for \$15,000.
 Account # 81003 includes portion of Engineering Tech workstation \$360, portion of mechanic lift \$2,000, and portion of plate compactor \$396.
 Account #81031 includes 50% of sidewalk enforcement costs for \$20,000 (final year).
 Account #85003 includes a portion of shops backup generator \$12,000.
 Account #95320 includes portion of James Street bridge girder repainting \$10,000 and bridge replacement set aside \$15,000.
 Account #95600 based on updated costs and vehicle life.
 Account #95610 based on updated costs and equipment life.

Major Issues to be Resolved in the Next 5 Years

City enforcement of the sidewalk ordinance, paving gravel streets, and adoption of a street utility fee to maintain pavement integrity are issues to be resolved.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2013-2014

	2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
STREET FUND						
FEES AND PERMITS						
020-000-42102	INSPECTION FEES	0	813	500	500	500
020-000-42106	PLAN REVIEW FEES	0	93	0	0	0
020-000-42107	DRIVEWAY PERMITS	0	0	500	0	0
020-000-42108	SIDEWALK PERMITS	0	88	500	500	500
	TOTAL FEES AND PERMITS	0	995	1,500	1,000	1,000
INTERGOVERNMENTAL						
020-000-43005	STATE HIWAY APPORTIONMENT	465,217	503,686	380,000	425,000	425,000
020-000-43075	ODOT BIKE & PED GRANT	74,995	134,999	0	0	0
	TOTAL INTERGOVERNMENTAL	540,212	638,684	380,000	425,000	425,000
MISCELLANEOUS REVENUE						
020-000-45002	INTEREST EARNED	2,456	1,479	500	500	500
020-000-45019	MISCELLANEOUS REVENUE	408	1,620	500	500	500
020-000-45030	SIDEWALK REIMBURSEMENTS	0	0	20,000	0	0
	TOTAL MISCELLANEOUS REVENUE	2,864	3,099	21,000	1,000	1,000
BEGINNING FUND BALANCE						
020-000-49090	BEGINNING FUND BALANCE	177,298	303,896	152,352	330,605	330,605
	TOTAL BEGINNING FUND BALANCE	177,298	303,896	152,352	330,605	330,605
	TOTAL FUND REVENUE	720,374	946,673	554,852	757,605	757,605

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
STREET FUND							
OPERATIONS							
PERSONNEL SERVICES:							
020-020-51001	FULL TIME SALARIES	128,271	134,198	105,584	106,039	106,039	106,039
020-020-51002	PART TIME SALARIES	2,156	3,246	3,718	3,973	3,973	3,973
020-020-51003	WORKERS COMP INS	6,568	6,129	4,066	5,120	5,120	5,120
020-020-51004	SOCIAL SECURITY/MEDICARE	10,166	10,657	8,716	8,630	8,630	8,630
020-020-51005	HEALTH INSURANCE	34,957	38,186	30,567	35,614	35,614	35,614
020-020-51006	LIFE/ DISABILITY INS	398	436	419	464	464	464
020-020-51007	PERS RETIREMENT	7,483	13,846	11,164	26,103	26,103	26,103
020-020-51009	OVERTIME SALARIES	5,998	6,616	4,627	2,793	2,793	2,793
TOTAL PERSONNEL SERVICES		195,998	213,314	168,861	188,736	188,736	188,736
MATERIALS AND SERVICES:							
020-020-61001	OFFICE SUPPLIES	848	880	1,000	1,000	1,000	1,000
020-020-61002	PUBLICATIONS	526	133	500	500	500	500
020-020-61003	ADVERTISING EXPENSE	5	384	500	500	500	500
020-020-61004	TELEPHONE EXPENSE	3,244	3,011	3,300	3,300	3,300	3,300
020-020-61005	POSTAGE & FREIGHT	368	410	400	400	400	400
020-020-61006	GAS/ ELECTRIC EXPENSE	1,185	1,094	1,200	1,200	1,200	1,200
020-020-61009	PERMIT FEES	1,490	0	1,500	1,500	1,500	1,500
020-020-61015	TRAVEL, TRAINING & MEETINGS	334	314	1,000	1,450	1,450	1,450
020-020-61016	DUES & MEMBERSHIPS	159	258	300	300	300	300
020-020-61022	EQUIPMENT MAINTENANCE	9,727	7,694	10,000	11,000	11,000	11,000
020-020-61023	UNIFORM EXPENSE	0	0	200	200	200	200
020-020-61024	VEHICLE EXPENSE	6,490	6,702	6,702	2,600	2,600	2,600
020-020-61030	FUEL EXPENSES	0	0	4,398	3,500	3,500	3,500
020-020-61031	RECORDING FEES	119	234	200	200	200	200
020-020-61039	TRAFFIC CONTROL SUPPLIES	3,660	3,216	5,000	5,000	5,000	5,000
020-020-61041	TREE MAINTENANCE	8,100	9,380	5,000	3,500	3,500	3,500
020-020-61042	SAFETY EQP/ PROT CLTHNG	1,117	1,022	1,500	1,500	1,500	1,500
020-020-61043	BUILDING/ GROUNDS MAINTENANCE	607	987	1,000	1,500	1,500	1,500
020-020-61044	SMALL TOOLS	172	313	300	300	300	300
020-020-61045	EQUIPMENT RENTAL	2,007	1,078	7,000	7,000	7,000	7,000
020-020-61046	STREET MAINTENANCE	27,524	33,539	40,000	40,000	40,000	40,000
020-020-61059	CONTRACTED SERVICES	21,094	8,250	18,000	11,500	11,500	11,500
020-020-61095	STORM SEWER MAINTENANCE	1,993	70	0	15,000	15,000	15,000
020-020-62532	MAPPING COSTS	0	0	250	0	0	0
020-020-62573	MISCELLANEOUS EXPENSE	708	125	250	250	250	250
020-020-62576	SYSTEM SUBSIDY	0	0	400	400	400	400
020-020-71000	MINOR EQUIPMENT	355	2,404	1,300	800	800	800
020-020-71009	SOFTWARE	1,280	238	1,500	1,500	1,500	1,500
TOTAL MATERIALS AND SERVICES		93,114	81,737	112,700	115,900	115,900	115,900
CAPITAL OUTLAY:							
020-020-81003	CAPITAL - REPLACEMENT	0	0	72,500	2,800	2,800	2,800
020-020-81031	SIDEWALK CONST/ REPAIR	78,832	140,941	98,200	20,000	20,000	20,000
020-020-85003	CAPITAL - NEW EQUIPMENT	0	1,236	28,200	12,000	12,000	12,000
TOTAL CAPITAL OUTLAY		78,832	142,176	198,900	34,800	34,800	34,800
CONTINGENCY & RESERVES:							
020-020-90001	CONTINGENCY	0	0	17,465	219,648	219,648	219,648
020-020-91702	RESERVE - FUTURE EXPENDITURE	0	0	0	21,516	21,516	21,516
TOTAL CONTINGENCY & RESERVES		0	0	17,465	241,164	241,164	241,164

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

	2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
STREET FUND						
TRANSFERS OUT:						
020-020-95001	24,412	178,578	51,110	105,536	105,536	105,536
020-020-95050	6,877	6,666	5,654	6,269	6,269	6,269
020-020-95320	0	0	0	25,000	25,000	25,000
020-020-95600	14,053	12,769	0	30,200	30,200	30,200
020-020-95610	3,004	3,475	0	10,000	10,000	10,000
020-020-95620	188	198	162	0	0	0
TOTAL TRANSFERS OUT	48,534	201,686	56,926	177,005	177,005	177,005
TOTAL OPERATIONS	416,478	638,913	554,852	757,605	757,605	757,605
TOTAL FUND EXPENDITURES	416,478	638,913	554,852	757,605	757,605	757,605

BUDGET NARRATIVE
Fiscal Year 2013-2014

FUND: STREET IMPROVEMENT SDC

Program Description/Mission

This fund is dedicated to capacity increasing street improvement projects. The primary revenue source for this fund is from system development charges (SDC's) received and used for street improvements that increase capacity or are growth related. The 2008 Transportation System Master Plan is the planning document for this budget.

Budget Comments

Account #81801 includes credits to developers who make offsite public improvements or oversized improvements benefiting the system.

Major Issues to be Resolved in the Next 5 Years

Maintain adequate funding to meet transportation needs as new growth occurs. Current transportation SDC methodology includes a portion of the action items list but does not include the entire project list for the Transportation System Plan. Implementation of a street fee or other funding mechanism to help fund street improvement projects will need consideration if the City expects to build all of the transportation projects when needed.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
STREET IMPROVEMENT SDC FUND							
MISCELLANEOUS REVENUE							
021-000-45002	INTEREST EARNED	272	284	175	145	145	145
021-000-45007	IMPROVEMENT SDCS	36,820	62,383	18,410	11,046	11,046	11,046
021-000-45008	STEELHAMMER SDCS	5,412	902	0	902	902	902
	TOTAL MISCELLANEOUS REVENUE	42,504	63,569	18,585	12,093	12,093	12,093
TRANSFERS IN							
021-000-46217	TRANSFER FROM STEELHAMMER PR	0	0	0	252,433	252,433	252,433
	TOTAL TRANSFERS IN	0	0	0	252,433	252,433	252,433
BEGINNING FUND BALANCE							
021-000-49090	BEGINNING FUND BALANCE	65,269	30,313	57,700	40,166	40,166	40,166
	TOTAL BEGINNING FUND BALANCE	65,269	30,313	57,700	40,166	40,166	40,166
	TOTAL FUND REVENUE	107,773	93,882	76,285	304,692	304,692	304,692

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
STREET IMPROVEMENT SDC FUND							
STREET SYSTEM IMPROVEMENTS							
MATERIALS AND SERVICES:							
021-021-61003	ADVERTISING EXPENSE	0	0	500	0	0	0
021-021-61059	CONTRACTED SERVICES	0	0	15,000	0	0	0
	TOTAL MATERIALS AND SERVICES	0	0	15,500	0	0	0
CAPITAL OUTLAY:							
021-021-81801	DEVELOPER SDC CREDITS	1,582	22,092	10,000	10,000	10,000	10,000
021-021-85020	CONSTRUCTION COSTS	2,827	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	4,409	22,092	10,000	10,000	10,000	10,000
CONTINGENCY & RESERVES:							
021-021-90001	CONTINGENCY	0	0	50,785	41,357	41,357	41,357
021-021-91002	RESERVE FOR STEELHAMMER IMPR	0	0	0	253,335	253,335	253,335
	TOTAL CONTINGENCY & RESERVES	0	0	50,785	294,692	294,692	294,692
TRANSFERS OUT:							
021-021-95001	TRANSFER TO GENERAL FUND	12,480	11,635	0	0	0	0
	TOTAL TRANSFERS OUT	12,480	11,635	0	0	0	0
	TOTAL STREET SYSTEM IMPROVEME	16,889	33,727	76,285	304,692	304,692	304,692

BUDGET NARRATIVE
Fiscal Year 2013-2014

FUND: STREET REIMBURSEMENT SDC

Program Description/Mission

The overall mission is to provide resources for any combination of street capital improvement debt, street capacity improvements or any other street improvements. Street reimbursement system development charges (SDCs) collected from new development are the primary revenue of this fund.

Major Issues to be Resolved in the Next 5 Years

Provide adequate resources for improvements that do not qualify for Improvement SDC funds.

CITY OF SILVERTON

REVENUES

FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
<u>STREET REIMBURSEMENT SDC</u>							
<u>MISCELLANEOUS REVENUE</u>							
022-000-45002	INTEREST EARNED	195	244	200	200	200	200
022-000-45009	REIMBURSEMENT SDC'S	4,630	10,059	2,315	1,389	1,389	1,389
	TOTAL MISCELLANEOUS REVENUE	4,825	10,303	2,515	1,589	1,589	1,589
<u>BEGINNING FUND BALANCE</u>							
022-000-49090	BEGINNING FUND BALANCE	36,105	40,930	48,623	43,748	43,748	43,748
	TOTAL BEGINNING FUND BALANCE	36,105	40,930	48,623	43,748	43,748	43,748
	TOTAL FUND REVENUE	40,930	51,233	51,138	45,337	45,337	45,337

CITY OF SILVERTON

EXPENDITURES

FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
<u>STREET REIMBURSEMENT SDC</u>							
<u>STREET REIMBURSEMENT SDC'S</u>							
<u>CONTINGENCY & RESERVES:</u>							
022-022-90001	CONTINGENCY	0	0	41,138	45,337	45,337	45,337
	TOTAL CONTINGENCY & RESERVES	0	0	41,138	45,337	45,337	45,337
<u>TRANSFERS OUT:</u>							
022-022-95320	TRANSFER TO STREET CIP FUND	0	0	10,000	0	0	0
	TOTAL TRANSFERS OUT	0	0	10,000	0	0	0
	TOTAL STREET REIMBURSEMENT SD	0	0	51,138	45,337	45,337	45,337
	TOTAL FUND EXPENDITURES	0	0	51,138	45,337	45,337	45,337

BUDGET NARRATIVE
Fiscal Year 2013-2014

FUND: STORMWATER IMPROVEMENT SDC

Program Description/Mission

This fund is dedicated to provide storm water improvements for the City of Silverton. System development charges (SDC's) for storm water improvements are accounted for in this fund. Storm water projects related to either increasing capacity or growth are the only allowable uses of the Stormwater Improvement SDC's revenue.

Budget Comments

Account #81801 includes credits to developers who make offsite public improvements or oversized improvements benefiting the system.

Major Issues to be Resolved in the Next 5 Years

The adoption of a Stormwater Master Plan will address the multitude of existing storm drainage problems throughout the City. The revenues from gas taxes are not sufficient to handle both ongoing street maintenance and correcting storm drainage problems. The Stormwater SDC and rate study provided adequate funding recommendations such as a new stormwater utility fee to be used in combination with local improvement districts. Implementation of a stormwater fee or other funding mechanism to help fund stormwater improvement projects will need consideration if the city expects to build all of the stormwater projects when needed.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
STORM WATER IMPROVE SDC FUND							
MISCELLANEOUS REVENUE							
023-000-45002	INTEREST EARNED	3,311	3,158	3,000	2,800	2,800	2,800
023-000-45007	IMPROVEMENT SDCS	14,620	14,189	7,310	4,386	4,386	4,386
	TOTAL MISCELLANEOUS REVENUE	17,931	17,346	10,310	7,186	7,186	7,186
BEGINNING FUND BALANCE							
023-000-49090	BEGINNING FUND BALANCE	665,041	625,778	555,137	469,334	469,334	469,334
	TOTAL BEGINNING FUND BALANCE	665,041	625,778	555,137	469,334	469,334	469,334
	TOTAL FUND REVENUE	682,972	643,125	565,447	476,520	476,520	476,520

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
STORM WATER IMPROVE SDC FUND							
STORM WATER SYSTEM IMPROVEMENT							
MATERIALS AND SERVICES:							
023-023-61059	CONTRACTED SERVICES	44,683	65,444	20,000	0	0	0
	TOTAL MATERIALS AND SERVICES	44,683	65,444	20,000	0	0	0
CAPITAL OUTLAY:							
023-023-81801	DEVELOPER SDC CREDITS	30	2,072	3,000	3,000	3,000	3,000
	TOTAL CAPITAL OUTLAY	30	2,072	3,000	3,000	3,000	3,000
CONTINGENCY & RESERVES:							
023-023-90001	CONTINGENCY	0	0	457,447	438,520	473,520	473,520
	TOTAL CONTINGENCY & RESERVES	0	0	457,447	438,520	473,520	473,520
TRANSFERS OUT:							
023-023-95001	TRANSFER TO GENERAL FUND	12,480	11,635	0	0	0	0
023-023-95323	TRANSFER TO STORM WATER CIP	0	0	85,000	35,000	0	0
	TOTAL TRANSFERS OUT	12,480	11,635	85,000	35,000	0	0
	TOTAL STORM WATER SYSTEM IMPR	57,193	79,151	565,447	476,520	476,520	476,520
	TOTAL FUND EXPENDITURES	57,193	79,151	565,447	476,520	476,520	476,520

REVENUE BUDGET NARRATIVE
Fiscal Year 2013-2014

FUND: STREET MAINTENANCE FEE

Program Description/Mission

This is the first year of this new fund and it was created to account for the new Street Maintenance Fee. The fee was established with Resolution 13-18 and was passed by Council at the June 17, 2013 City Council meeting. The fee is \$5.00 per billing unit and will be used to pay costs associated with planning, management, construction, preservation, and maintenance of City owned or controlled streets. No specific projects have been determined, as the amount of revenue that will be generated by the fee is unknown.

Budget Comments

Account #81010 will cover costs for street maintenance.

Major Issues to be Resolved in the Next 5 Years

Ability to collect sufficient funds to maintain or improve the current street infrastructure owned or controlled by the City.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2013-2014

	2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
STREET MAINTENANCE FEE FUND						
FEES AND PERMITS						
027-000-42172 STREET MAINTENANCE FEE	0	0	0	0	195,000	195,000
TOTAL FEES AND PERMITS	0	0	0	0	195,000	195,000
TOTAL FUND REVENUE	0	0	0	0	195,000	195,000

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

	2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
STREET MAINTENANCE FEE FUND						
STREET IMPROVEMENTS						
MATERIALS AND SERVICES:						
027-027-61059 CONTRACTED SERVICES	0	0	0	0	130,000	130,000
TOTAL MATERIALS AND SERVICES	0	0	0	0	130,000	130,000
CAPITAL OUTLAY:						
027-027-81010 STREET CAPITAL IMPROVEMENTS	0	0	0	0	65,000	65,000
TOTAL CAPITAL OUTLAY	0	0	0	0	65,000	65,000
TOTAL STREET IMPROVEMENTS	0	0	0	0	195,000	195,000
TOTAL FUND EXPENDITURES	0	0	0	0	195,000	195,000

REVENUE BUDGET NARRATIVE
Fiscal Year 2013-2014

FUND: STORMWATER FEE

Program Description/Mission

This is the first year of this new fund and it was created to account for the new Stormwater Fee. The fee was established with Resolution 13-16 and was passed by Council at the June 17, 2013 City Council meeting. The fee is \$1.00 per equivalent dwelling unit and will be used to pay costs associated with planning, management, construction, preservation, and maintenance of City's Stormwater System. No specific projects have been determined, as the amount of revenue that will be generated by the fee is unknown.

Budget Comments

Account #81010 will cover costs for Stormwater capital improvements.

Major Issues to be Resolved in the Next 5 Years

Ability to collect sufficient funds to maintain or improve the current stormwater infrastructure of the City.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2013-2014

	2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
STORM WATER FEE FUND						
FEES AND PERMITS						
028-000-42173						
STORM WATER FEE	0	0	0	0	39,000	39,000
TOTAL FEES AND PERMITS	0	0	0	0	39,000	39,000
TOTAL FUND REVENUE	0	0	0	0	39,000	39,000

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

	2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
STORM WATER FEE FUND						
STORMWATER IMPROVEMENTS						
CAPITAL OUTLAY:						
028-028-81010						
STORM WTR CAPITAL IMPROVEMEN	0	0	0	0	39,000	39,000
TOTAL CAPITAL OUTLAY	0	0	0	0	39,000	39,000
TOTAL STORMWATER IMPROVEMEN	0	0	0	0	39,000	39,000
TOTAL FUND EXPENDITURES	0	0	0	0	39,000	39,000

REVENUE BUDGET NARRATIVE
Fiscal Year 2013-2014

FUND: SEWER

Budget Comments

Sewer revenues are separated into categories as listed below with a short description of each classification. Budget estimates are based on historical data unless otherwise noted. A rate study was completed and this budget includes the increases adopted by Council to begin on July 01, 2013. The new rate structure will pay for existing and future debt, costs of operation, and replacement of aging infrastructure as outlined in the 2007 Wastewater System Facility Master Plan.

Fees and Permits: The primary revenue source within this category is from sewer service charges. Customers are classified as residential, commercial or industrial. Residential customer's sewer charge is based on their average water usage for water usage from November through February, as set by City Code. If a customer does not have at least three full months of usage, they are billed for actual usage each month up to a maximum citywide determined average. Commercial and Industrial customers are charged based on actual usage. Rates are set by resolution as adopted by City Council.

Miscellaneous: Includes interest earned on funds deposited with the Local Government Investment Pool and rent proceeds received for the Pettit property.

Other Funding Sources: This type of revenue is typically from loan or bond proceeds.

Beginning Fund Balance: Account #49090 includes funds carried forward from the previous year. This revenue provides a funding source for services until revenues are collected during the current fiscal year.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
SEWER FUND							
FEES AND PERMITS							
030-000-42101	SEWER SERVICE CHARGES	2,338,834	2,407,785	2,600,000	2,600,000	2,677,000	2,677,000
030-000-42102	INSPECTION FEES	351	1,210	400	400	400	400
030-000-42106	PLAN REVIEW FEES	0	21	0	0	0	0
	TOTAL FEES AND PERMITS	2,339,185	2,409,016	2,600,400	2,600,400	2,677,400	2,677,400
MISCELLANEOUS REVENUE							
030-000-45002	INTEREST EARNED	4,447	5,056	4,250	1,500	1,500	1,500
030-000-45016	RENTAL RECEIPTS	12,000	12,000	12,000	12,000	12,000	12,000
030-000-45019	MISCELLANEOUS REVENUE	1,053	9,623	0	0	0	0
	TOTAL MISCELLANEOUS REVENUE	17,500	26,678	16,250	13,500	13,500	13,500
BEGINNING FUND BALANCE							
030-000-49090	BEGINNING FUND BALANCE	823,261	967,450	302,728	270,332	270,332	270,332
	TOTAL BEGINNING FUND BALANCE	823,261	967,450	302,728	270,332	270,332	270,332
	TOTAL FUND REVENUE	3,179,945	3,403,145	2,919,378	2,884,232	2,961,232	2,961,232

BUDGET NARRATIVE
Fiscal Year 2013-2014

FUND: SEWER
DEPARTMENT: OPERATIONS

STAFF LEVEL 2014: 5.55 FTE
STAFF LEVEL 2013: 5.82 FTE

Program Description/Mission

This program accounts for the operation and maintenance of the Wastewater Treatment Plant (WWTP) and eight (8) lift stations by Water Quality Division staff. The overall mission of this program fund is to ensure ongoing State and Federal regulatory compliance, prudent management of the public sanitary sewer system, and excellent customer service.

Personnel

	2013	2014	FTE
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>Change</u>
Public Works Director	0.49	0.49	
Public Works Admin Assistant II	0.45	0.45	
Public Works Admin Assistant I	0.00	0.12	
Senior Engineer	0.45	0.45	
Engineering Technician	0.42	0.42	
Water Quality Division Supervisor	0.72	0.72	
Water/Sewer Operator I	1.90	1.90	
Water/Sewer Operator II	1.00	1.00	
WWTP CWE Student (Temp)	<u>0.39</u>	<u>0.00</u>	
Total	5.82	5.55	(0.27)

Budget Comments

Account #61059 includes Geotech study for Silver Creek bank stabilization \$20,000, and portion of bargaining \$1,760.

Account #71000 includes computer replacement \$975, roto-hammer \$350, tools and shelving for new digester boiler room for \$1,200.

Account #81003 includes RAS/WAS building HVAC replacement for \$30,000.

Account #95330 transfers funds for Gordon House heating \$50,000 and Norway sanitary sewer replacement \$10,000.

Account #95600 based on updated costs and vehicle life.

Account #95610 based on updated costs and equipment life.

Accomplishments

Construction completed for the WWTP Biosolids upgrade project. This completes the first phase of the upgrades necessary to provide solids capacity at the treatment plant through year 2030. Replaced flytes in the WWTP primary clarifier.

Major Issues to be Resolved in the Next 5 Years

Complete projects identified in the updated Capital Improvement Plan.

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
SEWER FUND							
OPERATIONS							
PERSONNEL SERVICES:							
030-030-51001	FULL TIME SALARIES	293,627	303,351	322,688	323,018	323,018	323,018
030-030-51002	PART TIME SALARIES	0	92	5,968	4,503	4,503	4,503
030-030-51003	WORKERS COMP INS	11,853	10,289	13,466	13,829	13,829	13,829
030-030-51004	SOCIAL SECURITY/MEDICARE	22,799	22,969	25,563	25,744	25,744	25,744
030-030-51005	HEALTH INSURANCE	61,287	67,034	73,682	77,499	77,499	77,499
030-030-51006	LIFE/ DISABILITY INS	760	858	1,107	1,306	1,306	1,306
030-030-51007	PERS RETIREMENT	15,156	30,686	32,968	78,989	78,989	78,989
030-030-51009	OVERTIME SALARIES	6,260	8,987	5,502	9,000	9,000	9,000
	TOTAL PERSONNEL SERVICES	411,741	444,266	480,944	533,888	533,888	533,888
MATERIALS AND SERVICES:							
030-030-61001	OFFICE SUPPLIES	1,712	2,036	2,750	2,750	2,750	2,750
030-030-61002	PUBLICATIONS	273	280	300	300	300	300
030-030-61003	ADVERTISING EXPENSE	0	0	500	500	500	500
030-030-61004	TELEPHONE EXPENSE	7,608	6,430	7,000	8,000	8,000	8,000
030-030-61005	POSTAGE & FREIGHT	6,765	6,785	15,000	15,000	15,000	15,000
030-030-61006	GAS/ELECTRIC EXPENSE	136,678	153,289	162,000	162,000	162,000	162,000
030-030-61009	PERMIT FEES	637	9,770	10,000	10,000	10,000	10,000
030-030-61015	TRAVEL, TRAINING & MEETINGS	2,110	2,619	3,300	3,600	3,600	3,600
030-030-61016	DUES & MEMBERSHIPS	771	1,349	1,500	1,500	1,500	1,500
030-030-61022	EQUIPMENT MAINTENANCE	41,833	44,940	33,000	33,000	33,000	33,000
030-030-61024	VEHICLE EXPENSE	3,965	5,706	1,670	7,500	7,500	7,500
030-030-61030	FUEL EXPENSES	0	0	5,330	5,330	5,330	5,330
030-030-61040	LIFT STATION MAINTENANCE	8,323	2,458	10,000	10,000	10,000	10,000
030-030-61042	SAFETY EQ/ PROT CLTHNG	557	1,037	2,000	2,000	2,000	2,000
030-030-61043	BUILDING/ GROUNDS MAINTENANCE	8,517	15,692	12,700	12,700	12,700	12,700
030-030-61044	SMALL TOOLS	863	87	700	700	700	700
030-030-61045	EQUIPMENT RENTAL	2,214	4,327	3,400	3,400	3,400	3,400
030-030-61059	CONTRACTED SERVICES	21,377	2,932	31,800	23,000	23,000	23,000
030-030-62525	LAB/CHEMICAL SUPPLIES	45,293	41,656	35,000	35,000	35,000	35,000
030-030-62554	SLUDGE DISPOSAL	47,361	53,956	50,000	50,000	50,000	50,000
030-030-62560	WATER TESTS	35,564	17,514	32,000	32,000	32,000	32,000
030-030-62573	MISCELLANEOUS EXPENSE	30	50	100	100	100	100
030-030-62615	OREGON GARDEN OPERATIONS	45,518	30,735	46,000	46,000	46,000	46,000
030-030-71000	MINOR EQUIPMENT	591	2,912	2,325	2,600	2,600	2,600
030-030-71009	SOFTWARE	818	1,527	0	0	0	0
	TOTAL MATERIALS AND SERVICES	419,377	408,085	468,375	466,980	466,980	466,980
CAPITAL OUTLAY:							
030-030-81003	CAPITAL - REPLACEMENT	3,183	38,416	48,000	30,000	30,000	30,000
030-030-85003	CAPITAL - NEW	8,995	3,205	15,000	0	0	0
	TOTAL CAPITAL OUTLAY	12,178	41,621	63,000	30,000	30,000	30,000
CONTINGENCY & RESERVES:							
030-030-90001	CONTINGENCY	0	0	103,311	94,030	174,000	174,000
030-030-91072	RESERVE - FUTURE EXPENDITURE	0	0	0	0	5,780	5,780
	TOTAL CONTINGENCY & RESERVES	0	0	103,311	94,030	179,780	179,780
TRANSFERS OUT:							
030-030-95001	TRANSFER TO GENERAL FUND	365,312	384,311	401,020	412,918	412,918	412,918
030-030-95036	TRANSFER TO SEWER DEBT RESER	0	627,918	0	0	0	0
030-030-95050	TRANSFER TO DEBT SERVICE	74,481	21,887	24,120	26,813	26,813	26,813
030-030-95330	TRANSFER TO SEWER CIP FUND	0	0	212,698	60,000	60,000	60,000
030-030-95600	TRANSFER TO FLEET REPLACEMENT	12,043	12,043	12,043	23,100	23,100	23,100
030-030-95610	TRANSFER TO MAJOR EQUIP REP	25,215	0	5,423	15,800	15,800	15,800
030-030-95620	TRANSFER TO EXTENDED LEAVE	2,321	1,320	1,593	0	0	0
	TOTAL TRANSFERS OUT	479,372	1,047,479	656,897	538,631	538,631	538,631



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CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

		2010-2011	2011-2012	2012-2013	2013-2014	2013-2014	2013-2014
		FISCAL	FISCAL	FISCAL	CITY MNGR	BDGT COMM	COUNCIL
		ACTUAL	ACTUAL	BUDGET	PROPOSED	APPROVED	ADOPTED
SEWER FUND							
DEBT SERVICE:							
030-030-96020	SEWER REF BONDS 2010 - PRIN	300,000	250,000	265,000	295,000	295,000	295,000
030-030-96021	SEWER REF BONDS 2010 - INT	327,918	319,831	312,335	304,382	304,382	304,382
030-030-96022	DIGESTER PROJ DEBT 2011 PRIN	0	100,000	95,000	70,000	70,000	70,000
030-030-96023	DIGESTER PROJECT DEBT 2011 INT	0	125,628	157,810	155,910	155,910	155,910
TOTAL DEBT SERVICE		627,918	795,460	830,145	825,292	825,292	825,292
TOTAL OPERATIONS		1,950,586	2,736,911	2,602,672	2,488,821	2,574,571	2,574,571

BUDGET NARRATIVE
Fiscal Year 2013-2014

FUND: SEWER
DEPARTMENT: MAINTENANCE

STAFF LEVEL 2014: 3.04 FTE
STAFF LEVEL 2013: 3.04 FTE

Program Description/Mission

This department provides for sewer collection system maintenance. The overall mission is to provide safe and well-maintained sanitary sewerage services to all citizens and businesses of Silverton. The operations and maintenance functions for the Sewer Fund are divided into two departments for better accounting and control.

Personnel

	2013	2014	FTE
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>Change</u>
Maint Division Supervisor/Bldg Official	0.36	0.36	
Maint Division Admin Assistant	0.20	0.00	
Public Works Admin Assistant I	0.00	0.20	
Utility Worker I	1.01	1.01	
Utility Worker II	0.71	0.71	
Utility Worker III/ Lead	0.36	0.36	
Utility Worker III/ Mechanic	<u>0.40</u>	<u>0.40</u>	
Total	3.04	3.04	0.00

Budget Comments

Account #61022 includes aging equipment repairs and portion of V320 backhoe tires \$910.
 Account #61045 includes vactor truck rental for \$1,000
 Account #61059 includes portion of bargaining \$1,520.
 Account #62600 includes dam labor crew \$2,500, replace Pettit house deck for \$21,000, roof for \$10,600, and dry rot repair for \$2,500.
 Account #71000 includes portion of replacement chain saws for \$300 and portion of replacement weed eaters for \$200.
 Account #81003 includes portion of Engineering Tech workstation \$840, portion of mechanic lift \$2,000, and portion of plate compactor \$396.
 Account #85003 includes a portion of Ultrablock bins at Shops \$8,750 and a portion of the backup generator at Shops for \$14,000.

Major Issues to be Resolved in the Next 5 Years

Complete projects identified in the updated Capital Improvement Plan.

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

	2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
SEWER FUND						
SEWER MAINTENANCE						
PERSONNEL SERVICES:						
030-035-51001	FULL TIME SALARIES	133,176	124,172	133,944	134,493	134,493
030-035-51002	PART TIME SALARIES	3,594	5,410	6,196	7,152	7,152
030-035-51003	WORKERS COMP INS	6,409	4,818	6,370	8,342	8,342
030-035-51004	SOCIAL SECURITY/MEDICARE	10,374	9,554	11,090	11,213	11,213
030-035-51005	HEALTH INSURANCE	38,748	39,979	44,080	52,343	52,343
030-035-51006	LIFE/ DISABILITY INS	495	464	642	725	725
030-035-51007	PERS RETIREMENT	8,011	11,793	14,491	34,042	34,042
030-035-51009	OVERTIME SALARIES	4,548	5,072	4,818	4,926	4,926
	TOTAL PERSONNEL SERVICES	205,353	201,263	221,631	253,236	253,236
MATERIALS AND SERVICES:						
030-035-61001	OFFICE SUPPLIES	729	1,375	1,000	1,000	1,000
030-035-61002	PUBLICATIONS	8	22	100	100	100
030-035-61003	ADVERTISING EXPENSE	0	0	100	100	100
030-035-61004	TELEPHONE EXPENSE	1,928	2,231	2,500	2,500	2,500
030-035-61005	POSTAGE & FREIGHT	130	444	500	500	500
030-035-61006	GAS/ELECTRIC EXPENSE	2,369	2,146	1,500	1,500	1,500
030-035-61015	TRAVEL, TRAINING & MEETINGS	614	636	1,200	2,235	2,235
030-035-61016	DUES & MEMBERSHIPS	471	171	500	500	500
030-035-61022	EQUIPMENT MAINTENANCE	6,911	5,069	7,000	8,000	8,000
030-035-61024	VEHICLE EXPENSE	7,593	7,413	2,572	3,500	3,500
030-035-61030	FUEL EXPENSES	0	0	9,828	6,000	6,000
030-035-61031	RECORDING FEES	12	33	200	200	200
030-035-61039	TRAFFIC CONTROL SUPPLIES	0	0	500	500	500
030-035-61042	SAFETY EQP/ PROT CLTHNG	2,631	1,061	1,500	2,000	2,000
030-035-61043	BUILDING/ GROUNDS MAINTENANCE	566	640	1,500	1,500	1,500
030-035-61044	SMALL TOOLS	31	151	500	500	500
030-035-61045	EQUIPMENT RENTAL	148	1,086	1,000	2,000	2,000
030-035-61048	SEWER SYSTEM MAINTENANCE	12,899	3,689	25,000	25,000	25,000
030-035-61059	CONTRACTED SERVICES	8,629	7,268	10,000	9,000	9,000
030-035-62573	MISCELLANEOUS EXPENSE	0	92	200	200	200
030-035-62600	PETTIT PROPERTY MAINTENANCE	532	3,715	5,000	36,600	36,600
030-035-71000	MINOR EQUIPMENT	543	1,504	1,975	500	500
030-035-71009	SOFTWARE	1,791	0	4,000	3,500	3,500
	TOTAL MATERIALS AND SERVICES	48,535	38,747	78,175	107,435	107,435
CAPITAL OUTLAY:						
030-035-81003	CAPITAL - REPLACEMENT EQUIPMNT	8,021	1,718	5,000	3,240	3,240
030-035-85003	CAPITAL - NEW	0	741	11,900	31,500	22,750
	TOTAL CAPITAL OUTLAY	8,021	2,459	16,900	34,740	25,990
	TOTAL SEWER MAINTENANCE	261,909	242,469	316,706	395,411	386,661
	TOTAL FUND EXPENDITURES	2,212,495	2,979,380	2,919,378	2,884,232	2,961,232

BUDGET NARRATIVE
Fiscal Year 2013-2014

FUND: SEWER IMPROVEMENT SDC

Program Description/Mission

This fund provides resources for capacity increasing and growth related projects for the sewer system. Revenue resources for this fund are primarily from system development charges (SDC's).

Budget Comments

Account #81801 includes credits to developers who make offsite public improvements or oversized improvements benefiting the system.

Major Issues to be Resolved in the Next 5 Years

Provide adequate resources for plant and collection-system capacity improvements due to growth.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2013-2014

	2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
SEWER IMPROVEMENT SDC FUND						
MISCELLANEOUS REVENUE						
031-000-45002	404	474	350	350	350	350
031-000-45007	29,370	31,868	14,130	8,478	8,478	8,478
TOTAL MISCELLANEOUS REVENUE	29,774	32,342	14,480	8,828	8,828	8,828
BEGINNING FUND BALANCE						
031-000-49090	79,371	81,758	88,860	77,437	77,437	77,437
TOTAL BEGINNING FUND BALANCE	79,371	81,758	88,860	77,437	77,437	77,437
TOTAL FUND REVENUE	109,145	114,100	103,340	86,265	86,265	86,265

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

	2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
SEWER IMPROVEMENT SDC FUND						
SEWER SYSTEM IMPROVEMENT						
MATERIALS AND SERVICES:						
031-031-61059	0	0	20,000	0	0	0
TOTAL MATERIALS AND SERVICES	0	0	20,000	0	0	0
CAPITAL OUTLAY:						
031-031-81801	14,907	0	15,000	10,000	10,000	10,000
TOTAL CAPITAL OUTLAY	14,907	0	15,000	10,000	10,000	10,000
CONTINGENCY & RESERVES:						
031-031-90001	0	0	68,340	76,265	76,265	76,265
TOTAL CONTINGENCY & RESERVES	0	0	68,340	76,265	76,265	76,265
TRANSFERS OUT:						
031-031-95001	12,480	11,635	0	0	0	0
TOTAL TRANSFERS OUT	12,480	11,635	0	0	0	0
TOTAL SEWER SYSTEM IMPROVEME	27,387	11,635	103,340	86,265	86,265	86,265
TOTAL FUND EXPENDITURES	27,387	11,635	103,340	86,265	86,265	86,265

BUDGET NARRATIVE
Fiscal Year 2013-2014

FUND: SEWER REIMBURSEMENT SDC

Program Description/Mission

The overall mission is to provide resources for sewer debt and/ or the replacement of existing sewer improvements when they reach the end of their useful life. Sewer reimbursement system development charges collected from new development are the main revenues of this fund.

Major Issues to be Resolved in the Next 5 Years

Reimbursement of inter-fund loan through transfer to General Fund or sale of the Pettit Property to provide adequate resources for replacement of Wastewater Treatment Plant infrastructure and possible projected increased debt service needs in the Sewer Fund.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
<u>SEWER REIMBURSEMENT SDC FUND</u>							
<u>MISCELLANEOUS REVENUE</u>							
032-000-45002	INTEREST EARNED	69	117	85	150	150	150
032-000-45009	REIMBURSEMENT SDCS	20,185	21,673	9,185	5,511	5,511	5,511
	TOTAL MISCELLANEOUS REVENUE	20,254	21,790	9,270	5,661	5,661	5,661
<u>BEGINNING FUND BALANCE</u>							
032-000-49090	BEGINNING FUND BALANCE	10,207	17,981	18,942	34,366	34,366	34,366
	TOTAL BEGINNING FUND BALANCE	10,207	17,981	18,942	34,366	34,366	34,366
	TOTAL FUND REVENUE	30,461	39,771	28,212	40,027	40,027	40,027

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
<u>SEWER REIMBURSEMENT SDC FUND</u>							
<u>SEWER REIMBURSEMENT SDC</u>							
<u>CONTINGENCY & RESERVES:</u>							
032-032-90001	CONTINGENCY	0	0	28,212	40,027	40,027	40,027
	TOTAL CONTINGENCY & RESERVES	0	0	28,212	40,027	40,027	40,027
<u>TRANSFERS OUT:</u>							
032-032-95001	TRANSFER TO GENERAL FUND	12,480	11,635	0	0	0	0
	TOTAL TRANSFERS OUT	12,480	11,635	0	0	0	0
	TOTAL SEWER REIMBURSEMENT SD	12,480	11,635	28,212	40,027	40,027	40,027
	TOTAL FUND EXPENDITURES	12,480	11,635	28,212	40,027	40,027	40,027

BUDGET NARRATIVE
Fiscal Year 2013-2014

FUND: SEWER DEBT RESERVE

Budget Comments

This fund was created to accumulate the revenue sources that are dedicated to pay debt owed by the Sewer Fund. The Sewer Fund is required to maintain, per the bond covenants, a specific amount of funds to cover future bond payments. This fund was setup for that purpose.

The resources are from the required reserve that was in the Sewer Fund, the remaining balance of funds in the Debt Service fund that were transferred in from the Transient Tax Fund and the estimated Transient taxes for the current budget.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2013-2014

	2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
SEWER DEBT RESERVE FUND						
MISCELLANEOUS REVENUE						
036-000-45002 INTEREST EARNED	0	2,371	850	4,500	4,500	4,500
TOTAL MISCELLANEOUS REVENUE	0	2,371	850	4,500	4,500	4,500
TRANSFERS IN						
036-000-46017 TRANSFER FROM TRANSIENT TAX	0	63,163	66,357	64,795	64,795	64,795
036-000-46030 TRANSFER FROM SEWER	0	627,918	0	0	0	0
036-000-46051 TRANSFER FROM DEBT SERVICE	0	171,979	0	0	0	0
TOTAL TRANSFERS IN	0	863,060	66,357	64,795	64,795	64,795
BEGINNING FUND BALANCE						
036-000-49090 BEGINNING FUND BALANCE	0	0	843,297	929,676	929,676	929,676
TOTAL BEGINNING FUND BALANCE	0	0	843,297	929,676	929,676	929,676
TOTAL FUND REVENUE	0	865,431	910,504	998,971	998,971	998,971

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

	2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
SEWER DEBT RESERVE FUND						
DEBT SERVICES						
CONTINGENCY & RESERVES:						
036-036-91009 RESERVE FOR DEBT SERVICE	0	0	910,504	998,971	998,971	998,971
TOTAL CONTINGENCY & RESERVES	0	0	910,504	998,971	998,971	998,971
TOTAL DEBT SERVICES	0	0	910,504	998,971	998,971	998,971
TOTAL FUND EXPENDITURES	0	0	910,504	998,971	998,971	998,971

REVENUE BUDGET NARRATIVE
Fiscal Year 2013-2014

FUND: WATER

Budget Comments

Water revenues are primarily from water sales and fees charged to new customers or to customers who have delinquent accounts. Budget estimates are based on historical data unless otherwise noted. This budget does include a rate increase.

Fees and Permits: The primary revenue source within this category is from water sales. Water customers are currently charged a base rate, determined by meter size, and a charge per 100 cubic feet of usage. The current base rate for residential customers with a one-inch meter or smaller is \$13.09. The use charge per 100 cubic feet is \$2.06 for all customers. The City has also discontinued the June through September, rate reduction for usage over 1,500 cubic feet. The reduction for usage over 1,500 cubic feet was only for residential customers within the city limits. The current rates were adopted on June 3, 2013 and were effective July 1, 2013.

Miscellaneous: Is for interest earned on funds deposited with the Local Government Investment Pool, delinquent/ late charges and charges to customers for new water meters.

Beginning Fund Balance: Account #49090 includes funds carried forward from the previous year. This revenue provides a funding source for services until revenues are collected during the current fiscal year.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
WATER FUND							
FEES AND PERMITS							
040-000-42101	WATER SERVICE CHARGES	1,475,940	1,475,989	1,500,000	1,500,000	1,568,000	1,568,000
040-000-42102	INSPECTION FEES	0	589	0	0	0	0
040-000-42106	PLAN REVIEW FEES	0	36	0	0	0	0
040-000-42140	ADMIN FEES	12,527	13,939	10,000	27,000	27,000	27,000
	TOTAL FEES AND PERMITS	1,488,466	1,490,553	1,510,000	1,527,000	1,595,000	1,595,000
MISCELLANEOUS REVENUE							
040-000-45002	INTEREST EARNED	2,092	2,975	2,000	2,250	2,250	2,250
040-000-45008	DELINQUENT/LATE CHARGES	32,630	31,436	30,000	51,000	51,000	51,000
040-000-45010	NEW WATER METER CONNECTIONS	5,327	2,840	4,000	4,000	4,000	4,000
040-000-45016	RENTAL RECEIPTS	4,500	9,000	9,000	10,500	10,500	10,500
040-000-45019	MISCELLANEOUS REVENUE	8,030	2,339	500	500	500	500
	TOTAL MISCELLANEOUS REVENUE	52,580	48,590	45,500	68,250	68,250	68,250
TRANSFERS IN							
040-000-46060	TRANSFER FROM RESERVE FUND	47,537	0	0	0	0	0
	TOTAL TRANSFERS IN	47,537	0	0	0	0	0
BEGINNING FUND BALANCE							
040-000-49090	BEGINNING FUND BALANCE	346,032	545,282	563,541	474,926	474,926	474,926
	TOTAL BEGINNING FUND BALANCE	346,032	545,282	563,541	474,926	474,926	474,926
	TOTAL FUND REVENUE	1,934,615	2,084,425	2,119,041	2,070,176	2,138,176	2,138,176

BUDGET NARRATIVE
Fiscal Year 2013-2014

FUND: WATER
DEPARTMENT: OPERATIONS

STAFF LEVEL 2014: 3.04 FTE
STAFF LEVEL 2013: 2.92 FTE

Program Description/Mission

The overall mission is to meet all regulatory agency permit requirements and provide safe drinking water to all citizens of Silverton. This program operates and maintains 4.5 million gallons of treated water storage, two water treatment plants (WTP) with 5.5 million gallons a day capacity, two surface water supply sources and two booster pump stations.

Personnel

<u>Title</u>	<u>2013</u> <u>FTE</u>	<u>2014</u> <u>FTE</u>	<u>FTE</u> <u>Change</u>
Public Works Director	0.36	0.36	
Public Works Admin Assistant II	0.40	0.40	
Public Works Admin Assistant I	0.00	0.12	
Senior Engineer	0.45	0.45	
Engineering Technician	0.40	0.40	
Water Quality Division Supervisor	0.24	0.24	
Water/Sewer Operator I	0.10	0.10	
Water/Sewer Operator II	<u>0.97</u>	<u>0.97</u>	
Total	2.92	3.04	0.12

Budget Comments

Account #61022 includes Abiqua intake and Silver Creek intake maintenance for \$3,000, headworks chemical distribution for \$500, anthracite filter material for \$2,000, SCADA/PLC maintenance and clear well dive inspection and cleaning for \$20,000, high level pump cla-valve inspect/repair for \$4,000, annual emergency generator inspect and maintain for \$1,000.

Account #95340 transfers funds to cover control building roofing and new awning over emergency generator for \$25,000, Silver Creek intake control cabinet improvement for \$49,500.

Account #95600 based on updated costs and vehicle life.

Account #95610 based on updated costs and equipment life.

Major Issues to be Resolved in the Next 5 Years

Complete projects identified in the updated Capital Improvement Plan.

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

	2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
WATER FUND						
WATER QUALITY OPERATIONS						
PERSONNEL SERVICES:						
040-040-51001	FULL TIME SALARIES	164,029	182,655	184,512	185,322	185,322
040-040-51002	PART TIME SALARIES	0	92	0	4,503	4,503
040-040-51003	WORKERS COMP INS	5,819	5,560	6,247	6,522	6,522
040-040-51004	SOCIAL SECURITY/MEDICARE	12,673	13,607	14,347	14,765	14,765
040-040-51005	HEALTH INSURANCE	37,905	37,622	39,590	43,033	43,033
040-040-51006	LIFE/ DISABILITY INS	407	463	552	625	625
040-040-51007	PERS RETIREMENT	8,957	18,321	18,772	45,036	45,036
040-040-51009	OVERTIME SALARIES	3,842	2,482	3,032	3,183	3,183
	TOTAL PERSONNEL SERVICES	233,632	260,803	267,052	302,989	302,989
MATERIALS AND SERVICES:						
040-040-61001	OFFICE SUPPLIES	1,953	2,152	3,000	3,000	3,000
040-040-61002	PUBLICATIONS	25	27	250	250	250
040-040-61003	ADVERTISING EXPENSE	276	104	300	300	300
040-040-61004	TELEPHONE EXPENSE	7,178	6,037	8,000	7,500	7,500
040-040-61005	POSTAGE & FREIGHT	7,327	8,446	16,000	12,000	12,000
040-040-61006	GAS/ELECTRIC EXPENSE	47,592	51,347	55,000	55,000	55,000
040-040-61009	PERMIT FEES	984	657	2,500	2,300	2,300
040-040-61015	TRAVEL, TRAINING & MEETINGS	2,526	795	3,400	1,900	1,900
040-040-61016	DUES & MEMBERSHIPS	928	670	1,000	1,000	1,000
040-040-61022	EQUIPMENT MAINTENANCE	17,553	23,035	40,500	30,000	30,000
040-040-61024	VEHICLE EXPENSE	1,387	1,514	413	500	500
040-040-61030	FUEL EXPENSES	0	0	1,587	1,500	1,500
040-040-61042	SAFETY EQP/ PROT CLTHNG	326	938	500	600	600
040-040-61043	BUILDING/ GROUNDS MAINTENANCE	2,252	7,065	3,000	3,500	3,500
040-040-61044	SMALL TOOLS	0	27	600	600	600
040-040-61045	EQUIPMENT RENTAL	630	1,196	2,000	2,000	2,000
040-040-61049	WATER SYSTEM MAINTENANCE	0	204	0	0	0
040-040-61050	WATER RESERVOIR MAINTENANCE	490	2,215	1,500	1,500	1,500
040-040-61059	CONTRACTED SERVICES	30,666	26,091	31,000	24,000	24,000
040-040-61063	PROPERTY TAXES	0	0	0	1,100	1,100
040-040-62525	LAB/CHEMICAL SUPPLIES	25,321	28,752	35,000	32,000	32,000
040-040-62538	ABIQUA DAM MAINTENANCE	9,136	225	5,000	5,000	5,000
040-040-62560	WATER TESTS	9,724	7,275	10,500	10,500	10,500
040-040-62573	MISCELLANEOUS EXPENSE	32	27	100	100	100
040-040-71000	MINOR EQUIPMENT	491	2,201	1,000	1,000	1,000
040-040-71009	SOFTWARE	818	2,477	0	0	0
	TOTAL MATERIALS AND SERVICES	167,634	173,477	222,150	197,150	197,150
CAPITAL OUTLAY:						
040-040-81003	CAPITAL - REPLACEMENT	65,956	1,020	5,000	0	0
040-040-85003	CAPITAL - NEW	3,026	0	5,000	0	0
	TOTAL CAPITAL OUTLAY	68,982	1,020	10,000	0	0
CONTINGENCY & RESERVES:						
040-040-90001	CONTINGENCY	0	0	137,233	259,757	327,757
040-040-91009	RESERVE FOR DEBT SERVICE	0	0	171,856	196,856	196,856
040-040-91702	RESERVE - FUTURE EXPENDITURE	0	0	0	4,817	4,817
	TOTAL CONTINGENCY & RESERVES	0	0	309,089	461,430	529,430
TRANSFERS OUT:						
040-040-95001	TRANSFER TO GENERAL FUND	365,312	384,311	401,020	412,918	412,918
040-040-95050	TRANSFER TO DEBT SERVICE	16,756	16,227	18,042	20,238	20,238
040-040-95340	TRANSFER TO WATER CIP FUND	0	0	315,000	74,500	74,500
040-040-95600	TRANSFER TO FLEET REPLACEMENT	12,628	12,628	19,937	16,800	16,800
040-040-95610	TRANSFER TO MAJOR EQUIP REP	50,408	50,408	5,226	12,000	12,000
040-040-95620	TRANSFER TO EXTENDED LEAVE	721	726	799	0	0
	TOTAL TRANSFERS OUT	445,825	464,300	760,024	536,456	536,456



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CITY OF SILVERTON

EXPENDITURES

FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
<u>WATER FUND</u>							
<u>DEBT SERVICE:</u>							
040-040-96022	USDA 1997 BOND - PRINCIPAL	35,371	37,095	38,903	40,800	40,800	40,800
040-040-96023	USDA 1997 BOND - INTEREST	86,485	84,761	82,953	81,056	81,056	81,056
	TOTAL DEBT SERVICE	121,856	121,856	121,856	121,856	121,856	121,856
	TOTAL WATER QUALITY OPERATION	1,037,930	1,021,455	1,690,171	1,619,881	1,687,881	1,687,881

BUDGET NARRATIVE
Fiscal Year 2013-2014

FUND: WATER
DEPARTMENT: MAINTENANCE

STAFF LEVEL 2014: 3.57 FTE
STAFF LEVEL 2013: 3.57 FTE

Program Description/Mission

The overall mission is to meet all regulatory agency permit requirements and provide safe drinking water to all citizens of Silverton. In addition, this program is responsible to provide courteous and quick response to all service requests and complaints. The water maintenance program has approximately 3,200-metered customers, over 40 miles of pipeline and, Silverton Reservoir.

Personnel

	2013	2014	FTE
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>Change</u>
Maint. Div. Supervisor/Building Official	0.40	0.40	
Maint Division Admin Assistant	0.18	0.00	
Public Works Admin Assistant I	0.00	0.18	
Utility Worker I	1.22	1.22	
Utility Worker II	0.86	0.86	
Utility Worker III (Lead)	0.41	0.41	
Utility Worker III/ Mechanic	0.40	0.40	
Parks Worker II	<u>0.10</u>	<u>0.10</u>	
Total	3.57	3.57	0.00

Budget Comments

Account #61022 increased due to aging equipment repair costs and portion of V320 Backhoe Tires \$1,170.

Account #61059 includes bargaining for \$1,840.

Account #62539 includes field labor and log removal for \$5,000.

Account #81003 includes portion of Engineering Tech workstation for \$800, portion of mechanic lift for \$2,000 and portion of plate compactor for \$400.

Account #85003 includes portion of Ultrablock bins at Shops for \$8,750, portion of backup generator at Shops for \$14,000.

Major Issues to be Resolved in the Next 5 Years

Complete projects identified in updated Capital Improvement Plan.

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

	2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
WATER FUND						
WATER MAINTENANCE						
PERSONNEL SERVICES:						
040-045-51001	FULL TIME SALARIES	158,181	146,808	158,965	158,807	158,807
040-045-51002	PART TIME SALARIES	3,234	4,869	5,576	6,357	6,357
040-045-51003	WORKERS COMP INS	8,057	6,185	7,669	9,860	9,860
040-045-51004	SOCIAL SECURITY/MEDICARE	12,281	11,163	12,634	13,093	13,093
040-045-51005	HEALTH INSURANCE	47,121	48,153	52,113	60,736	60,736
040-045-51006	LIFE/ DISABILITY INS	599	555	762	853	853
040-045-51007	PERS RETIREMENT	9,465	13,860	17,075	39,868	39,868
040-045-51009	OVERTIME SALARIES	6,071	5,406	6,176	5,981	5,981
	TOTAL PERSONNEL SERVICES	245,009	237,000	260,970	295,555	295,555
MATERIALS AND SERVICES:						
040-045-61001	OFFICE SUPPLIES	734	1,202	1,000	1,000	1,000
040-045-61002	PUBLICATIONS	32	22	100	100	100
040-045-61003	ADVERTISING EXPENSE	161	103	300	300	300
040-045-61004	TELEPHONE EXPENSE	1,858	2,244	2,200	2,500	2,500
040-045-61005	POSTAGE & FREIGHT	190	486	700	700	700
040-045-61006	GAS/ELECTRIC EXPENSE	2,369	2,146	1,500	1,500	1,500
040-045-61009	PERMIT FEES	0	0	1,000	1,000	1,000
040-045-61015	TRAVEL, TRAINING & MEETINGS	2,759	1,724	2,000	2,500	2,500
040-045-61016	DUES & MEMBERSHIPS	529	291	500	750	750
040-045-61022	EQUIPMENT MAINTENANCE	6,885	4,413	5,000	7,500	7,500
040-045-61024	VEHICLE EXPENSE	8,327	7,187	2,188	3,000	3,000
040-045-61030	FUEL EXPENSES	0	0	7,812	6,000	6,000
040-045-61031	RECORDING FEES	114	33	200	200	200
040-045-61039	TRAFFIC CONTROL SUPPLIES	0	0	500	500	500
040-045-61042	SAFETY EQP/ PROT CLTHNG	1,486	1,299	1,500	1,500	1,500
040-045-61043	BUILDING/ GROUNDS MAINTENANCE	216	367	2,000	2,000	2,000
040-045-61044	SMALL TOOLS	102	192	300	300	300
040-045-61045	EQUIPMENT RENTAL	148	303	500	500	500
040-045-61049	WATER SYSTEM MAINTENANCE	13,596	52,803	35,000	25,000	25,000
040-045-61051	WATER METER PROGRAM	57,538	68,096	70,000	55,000	55,000
040-045-61059	CONTRACTED SERVICES	4,554	9,917	6,000	7,840	7,840
040-045-62539	SILVER CREEK DAM MAINT	1,055	2,974	2,000	5,000	5,000
040-045-62573	MISCELLANEOUS EXPENSE	4	165	100	100	100
040-045-62576	SYSTEM SUBSIDY	0	505	2,500	1,500	1,500
040-045-71000	MINOR EQUIPMENT	1,897	1,541	1,600	500	500
040-045-71009	SOFTWARE	1,841	0	3,000	2,000	2,000
	TOTAL MATERIALS AND SERVICES	106,393	158,010	149,500	128,790	128,790
CAPITAL OUTLAY:						
040-045-81003	CAPITAL - REPLACEMENT	0	6,396	5,000	3,200	3,200
040-045-85003	CAPITAL - NEW	0	494	13,400	22,750	22,750
	TOTAL CAPITAL OUTLAY	0	6,890	18,400	25,950	25,950
	TOTAL WATER MAINTENANCE	351,403	401,900	428,870	450,295	450,295
	TOTAL FUND EXPENDITURES	1,389,332	1,423,356	2,119,041	2,070,176	2,138,176

BUDGET NARRATIVE
Fiscal Year 2013-2014

FUND: WATER IMPROVEMENT SDC

Program Description/Mission

This fund is dedicated to capacity increasing water capital improvement projects. Water improvement system development charges (SDC's) collected for new developments are the primary revenue for this fund. The City's 2011 Water Master Plan is the main planning documents used for this program.

Budget Comments

Account #81801 provides for credits to developers that make offsite public improvements or oversized improvements benefiting the system.

Account #95340 includes a \$5,000 transfer for to look into a property purchase to serve the new 2MG west-side water reservoir and booster pump station.

Major Issues to be Resolved in the Next 5 Years

Complete projects identified in the updated Capital Improvement Plan.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
WATER IMPROVEMENT SDC FUND							
MISCELLANEOUS REVENUE							
041-000-45002	INTEREST EARNED	4,810	4,691	2,000	3,360	3,360	3,360
041-000-45007	IMPROVEMENT SDCS	24,270	25,893	16,345	9,807	9,807	9,807
	TOTAL MISCELLANEOUS REVENUE	29,080	30,584	18,345	13,167	13,167	13,167
TRANSFERS IN							
041-000-46042	TRANS FROM WATER REIMB SDC	0	0	30,000	30,000	30,000	30,000
	TOTAL TRANSFERS IN	0	0	30,000	30,000	30,000	30,000
BEGINNING FUND BALANCE							
041-000-49090	BEGINNING FUND BALANCE	975,277	909,744	861,515	723,082	723,082	723,082
	TOTAL BEGINNING FUND BALANCE	975,277	909,744	861,515	723,082	723,082	723,082
	TOTAL FUND REVENUE	1,004,356	940,328	909,860	766,249	766,249	766,249

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
WATER IMPROVEMENT SDC FUND							
WATER SYSTEM IMPROVEMENT							
MATERIALS AND SERVICES:							
041-041-61059	CONTRACTED SERVICES	50,425	2,128	20,000	0	0	0
	TOTAL MATERIALS AND SERVICES	50,425	2,128	20,000	0	0	0
CAPITAL OUTLAY:							
041-041-81801	DEVELOPER SDC CREDITS	0	0	25,000	25,000	25,000	25,000
	TOTAL CAPITAL OUTLAY	0	0	25,000	25,000	25,000	25,000
CONTINGENCY & RESERVES:							
041-041-90001	CONTINGENCY	0	0	686,860	446,249	736,249	736,249
	TOTAL CONTINGENCY & RESERVES	0	0	686,860	446,249	736,249	736,249
TRANSFERS OUT:							
041-041-95001	TRANSFER TO GENERAL FUND	12,480	11,635	0	0	0	0
041-041-95340	TRANSFER TO WATER CIP FUND	0	0	178,000	295,000	5,000	5,000
	TOTAL TRANSFERS OUT	12,480	11,635	178,000	295,000	5,000	5,000
	TOTAL WATER SYSTEM IMPROVEME	62,905	13,763	909,860	766,249	766,249	766,249

BUDGET NARRATIVE
Fiscal Year 2013-2014

FUND: WATER REIMBURSEMENT SDC

Program Description/Mission

This fund is dedicated to provide resources for existing water capital improvement debt and the replacement of existing water improvements when they reach the end of their useful life. Water reimbursement system development charges (SDC's) collected for new developments are the primary revenue of this fund.

Budget Comments

Account #95041 includes reimbursements to Improvement SDC fund for Silver Creek Supply Line project.

Major Issues to be Resolved in the Next 5 Years

Complete projects identified in the updated Capital Improvement Plan.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
WATER REIMBURSEMENT SDC FUND							
MISCELLANEOUS REVENUE							
042-000-45002	INTEREST EARNED	493	531	300	375	375	375
042-000-45009	REIMBURSEMENT SDCS	17,030	17,014	8,515	5,511	5,511	5,511
	TOTAL MISCELLANEOUS REVENUE	17,523	17,545	8,815	5,886	5,886	5,886
BEGINNING FUND BALANCE							
042-000-49090	BEGINNING FUND BALANCE	95,331	100,374	97,736	83,771	83,771	83,771
	TOTAL BEGINNING FUND BALANCE	95,331	100,374	97,736	83,771	83,771	83,771
	TOTAL FUND REVENUE	112,854	117,919	106,551	89,657	89,657	89,657

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
WATER REIMBURSEMENT SDC FUND							
WATER REIMBURSEMENT SDC'S							
CONTINGENCY & RESERVES:							
042-042-90001	CONTINGENCY	0	0	76,551	59,657	59,657	59,657
	TOTAL CONTINGENCY & RESERVES	0	0	76,551	59,657	59,657	59,657
TRANSFERS OUT:							
042-042-95001	TRANSFER TO GENERAL FUND	12,480	11,635	0	0	0	0
042-042-95041	TRANSFER TO WATER IMP SDC	0	0	30,000	30,000	30,000	30,000
	TOTAL TRANSFERS OUT	12,480	11,635	30,000	30,000	30,000	30,000
	TOTAL WATER REIMBURSEMENT SD	12,480	11,635	106,551	89,657	89,657	89,657
	TOTAL FUND EXPENDITURES	12,480	11,635	106,551	89,657	89,657	89,657

BUDGET NARRATIVE
Fiscal Year 2013-2014

FUND: GENERAL OBLIGATION DEBT SERVICE

Budget Comments

This fund is required to account for property taxes levied to pay bonded debt approved by voters. The property tax levy is based on the amount of funds needed to make the debt service payment less estimated interest earnings, balance forward and allowance for uncollected taxes estimated at 7%. This year's levy will need to be \$223,142 to cover the debt payments. On June 2, 2010, the City refunded the GMAC Loan with a new bond to reduce interest costs and life of the bonds.

One bonded debt's payments are accounted for in this fund:

The payments are to Bank of New York, which replaces the previous GMAC Debt that was for a water project. The debt was entered into June 2, 2010 with a principal amount of \$1,175,000 and 3% interest per year. The first payment is December 1, 2010 for interest only. Payments are made December, interest only and June, principal and interest, of each year until the debt is paid. The debt is being amortized over 7 years with annual payments of varying amounts each year. The principal balance owed as of June 30, 2012 was \$925,000.

STATEMENT OF LOAN INTEREST & RETIREMENT REQUIREMENTS

2010 Refunding Bonds (Payments due December 1st, Interest Only, & June 1st Principal & Interest)

<u>Tax Year</u>	<u>Principal Required</u>	<u>Interest Required</u>	<u>Total Required</u>
2013-14	\$ 235,000	\$ 25,350	\$ 260,350
2014-15	250,000	18,300	268,300
2015-16	265,000	10,800	275,800
2016-17	95,000	2,850	97,850
Total	<u>\$ 845,000</u>	<u>\$ 57,300</u>	<u>\$ 902,300</u>

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
GO DEBT SERVICE FUND							
PROPERTY TAXES							
050-000-40001	PROPERTY TAXES CURRENT	242,076	293,109	274,141	207,522	207,522	207,522
050-000-40002	PROPERTY TAXES DELINQUENT	10,412	12,339	5,000	6,500	6,500	6,500
	TOTAL PROPERTY TAXES	252,488	305,448	279,141	214,022	214,022	214,022
MISCELLANEOUS REVENUE							
050-000-45002	INTEREST EARNED	1,692	1,609	700	890	890	890
	TOTAL MISCELLANEOUS REVENUE	1,692	1,609	700	890	890	890
BEGINNING FUND BALANCE							
050-000-49090	BEGINNING FUND BALANCE	121,843	3,433	5,783	58,113	58,113	58,113
	TOTAL BEGINNING FUND BALANCE	121,843	3,433	5,783	58,113	58,113	58,113
	TOTAL FUND REVENUE	376,023	310,489	285,624	273,025	273,025	273,025

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
GO DEBT SERVICE FUND							
GO DEBT SERVICE							
CONTINGENCY & RESERVES:							
050-050-90901	UNAPPROPRIATED FUND BALANCE	0	0	6,686	12,675	12,675	12,675
	TOTAL CONTINGENCY & RESERVES	0	0	6,686	12,675	12,675	12,675
DEBT SERVICE:							
050-050-97005	POOL BONDS 03 WCB - PRINCIPAL	145,000	155,000	165,000	0	0	0
050-050-97006	POOL BONDS 03 WCB - INTEREST	17,438	11,999	6,188	0	0	0
050-050-97007	GO REFUNDING BONDS 2010 - PRIN	175,000	75,000	80,000	235,000	235,000	235,000
050-050-97008	GO REFUNDING BONDS 2010 - INT	35,152	30,000	27,750	25,350	25,350	25,350
	TOTAL DEBT SERVICE	372,590	271,999	278,938	260,350	260,350	260,350
	TOTAL GO DEBT SERVICE	372,590	271,999	285,624	273,025	273,025	273,025
	TOTAL FUND EXPENDITURES	372,590	271,999	285,624	273,025	273,025	273,025

BUDGET NARRATIVE
Fiscal Year 2013-2014

FUND: DEBT SERVICE

Budget Comments

This fund accounts for money transferred in from other funds to pay the general debt of the City. There is currently only one debt being repaid from this fund.

In 2002, City Council decided to become part of a larger group of entities who worked with Seattle Northwest to issue bonds to pay the balance of the unfunded liability owed to PERS.

The PERS bonds were issued March of 2002, for \$1,957,495 with varying interest rates from 2% to 7.36% amortized over 28 years. The payments are made December, interest only, and June, both principal and interest, of each year. The bonds are non-callable, except for the 2025 maturity. During the 2010-2011 fiscal year the City called the 2025 maturity to save on total interest and paid an additional \$ 220,000 in principal. The principal balance as of June 30, 2012 was \$1,581,210.

STATEMENT OF BOND INTEREST & RETIREMENT REQUIREMENTS

PERS Pension (Issued 3/15/2002 – Interest payable December and June)

<u>Tax Year</u>	<u>Interest Rate</u>	<u>Maturity Date</u>	<u>Principal Required</u>	<u>Interest Required</u>	<u>Total Required</u>
2013-14	7.00%	06/01/2014	\$ 30,290	\$ 131,158	\$ 161,448
2014-15	7.15%	06/01/2015	29,722	136,725	166,447
2015-16	7.25%	06/01/2016	30,974	145,474	176,448
2016-17	7.30%	06/01/2017	30,318	151,130	181,448
2017-18	7.30%	06/01/2017	31,307	160,141	191,448
Remaining	various	06/01	<u>1,392,105</u>	<u>879,442</u>	<u>2,271,547</u>
Total			\$1,544,716	\$1,604,070	\$3,148,786

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2013-2014

	2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
DEBT SERVICE FUND						
MISCELLANEOUS REVENUE						
051-000-45002	INTEREST EARNED	1,025	771	800	425	425
	TOTAL MISCELLANEOUS REVENUE	1,025	771	800	425	425
TRANSFERS IN						
051-000-46010	TRANSFER FROM GENERAL FUND	314,141	94,731	100,260	104,183	104,183
051-000-46011	TRANSFER FROM ELEC INSPECTION	1,087	758	112	125	125
051-000-46012	TRANSFER FROM BUILDING OP	8,078	4,237	562	376	376
051-000-46013	TRANSFER FROM TRANSPORTATION	2,069	1,946	2,698	3,446	3,446
051-000-46017	TRANSFER FROM TRANSIENT TAX	43,857	0	0	0	0
051-000-46020	TRANSFER FROM STREET	6,877	6,666	5,654	6,269	6,269
051-000-46030	TRANSFER FROM SEWER	74,481	21,887	24,120	26,813	26,813
051-000-46040	TRANSFER FROM WATER	16,756	16,227	18,042	20,238	20,238
	TOTAL TRANSFERS IN	467,346	146,452	151,448	161,450	161,450
BEGINNING FUND BALANCE						
051-000-49090	BEGINNING FUND BALANCE	78,645	182,744	11,580	12,006	12,006
	TOTAL BEGINNING FUND BALANCE	78,645	182,744	11,580	12,006	12,006
	TOTAL FUND REVENUE	547,016	329,967	163,828	173,881	173,881

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

	2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
DEBT SERVICE FUND						
DEBT SERVICES						
CONTINGENCY & RESERVES:						
051-051-90001	CONTINGENCY	0	0	12,380	12,431	12,431
	TOTAL CONTINGENCY & RESERVES	0	0	12,380	12,431	12,431
TRANSFERS OUT:						
051-051-95036	TRANSFER TO SEWER DEBT RESER	0	171,979	0	0	0
	TOTAL TRANSFERS OUT	0	171,979	0	0	0
DEBT SERVICE:						
051-051-97011	PERS BOND - PRINCIPAL	244,430	27,634	27,963	30,290	30,290
051-051-97012	PERS BOND - INTEREST	119,843	118,813	123,485	131,160	131,160
	TOTAL DEBT SERVICE	364,272	146,447	151,448	161,450	161,450
	TOTAL DEBT SERVICES	364,272	318,426	163,828	173,881	173,881
	TOTAL FUND EXPENDITURES	364,272	318,426	163,828	173,881	173,881

REVENUE BUDGET NARRATIVE
Fiscal Year 2013-2014

FUND: BUILDING CAPITAL IMPROVEMENT RESERVE

Program Description/Mission

This fund was created June 28, 2004 by resolution 04-12 with the overall mission to set aside funds for new buildings, replacement buildings, or to cover the cost of major remodeling projects. An evaluation of the fund will need to take place once every 10 years to determine whether to retain the fund. This fund receives its resources from transfers in from the General Fund, Street Fund, Sewer Fund, and Water Fund and is set aside for this purpose.

Budget Comments

The Council Goals list for year 2011-2013 included the development of a public facilities master plan. Before work can begin on this plan, staff must assess the condition of existing facilities, improvement needs for those facilities, as well as future facility needs and improvements on land owned by the city. Once staff has completed the assessment, budget must be set aside for completion of a master plan document that will be adopted by the City Council.

Capital Expenditures

Account #81001 includes \$5,000 for a new solid-state starter for the City Hall elevator and \$10,000 for an air conditioning unit replacement at City Hall.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
<u>BUILDING CAPITAL IMP RESERVE</u>							
<u>MISCELLANEOUS REVENUE</u>							
061-000-45002	INTEREST EARNED	2,291	1,672	1,500	1,500	1,500	1,500
	TOTAL MISCELLANEOUS REVENUE	2,291	1,672	1,500	1,500	1,500	1,500
<u>TRANSFERS IN</u>							
061-000-46010	TRANSFER FROM GENERAL FUND	50,000	50,000	0	50,000	50,000	50,000
061-000-46219	TRANSFER FROM SENIOR CNTR PRO	0	70,782	0	0	0	0
	TOTAL TRANSFERS IN	50,000	120,782	0	50,000	50,000	50,000
<u>BEGINNING FUND BALANCE</u>							
061-000-49090	BEGINNING FUND BALANCE	431,829	444,893	204,735	358,866	358,866	358,866
	TOTAL BEGINNING FUND BALANCE	431,829	444,893	204,735	358,866	358,866	358,866
	TOTAL FUND REVENUE	484,120	567,347	206,235	410,366	410,366	410,366

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
<u>BUILDING CAPITAL IMP RESERVE</u>							
<u>BUILDING CAPITAL PROJECTS</u>							
<u>CAPITAL OUTLAY:</u>							
061-100-81001	BUILDING IMPROVEMENTS	39,227	210,361	15,000	15,000	15,000	15,000
	TOTAL CAPITAL OUTLAY	39,227	210,361	15,000	15,000	15,000	15,000
<u>CONTINGENCY & RESERVES:</u>							
061-100-90001	CONTINGENCY	0	0	191,235	395,366	395,366	395,366
	TOTAL CONTINGENCY & RESERVES	0	0	191,235	395,366	395,366	395,366
	TOTAL BUILDING CAPITAL PROJECTS	39,227	210,361	206,235	410,366	410,366	410,366
	TOTAL FUND EXPENDITURES	39,227	210,361	206,235	410,366	410,366	410,366

BUDGET NARRATIVE
Fiscal Year 2013-2014

FUND: GENERAL OPERATING RESERVE

Program Description/Mission

The purpose of this fund is to set aside revenue for General Fund operations in the event of severely reduced revenues, drastic unexpected increases in operating costs or a natural disaster that requires additional resources for recovery.

Budget Comments

The goal is to have a minimum fund balance equal to fifteen percent of the General Fund operating expenditures. The proposed General Fund operating expenditures for the fiscal year (FY) 2013-2014 Budget is \$5.8 million, which means a fully funded reserve for this fiscal year would require a set aside of \$878,000. The proposed transfer amount for the FY 2013-2014 is \$100,000, which will provide a 85% funding of the reserve.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
<u>GENERAL OPERATING RESERVE</u>							
<u>MISCELLANEOUS REVENUE</u>							
062-000-45002	INTEREST EARNED	1,915	2,526	1,900	3,250	3,250	3,250
062-000-45019	MISCELLANEOUS REVENUE	32,702	0	0	0	0	0
	TOTAL MISCELLANEOUS REVENUE	34,617	2,526	1,900	3,250	3,250	3,250
<u>TRANSFERS IN</u>							
062-000-46010	TRANSFER FROM GENERAL FUND	100,000	100,000	100,000	100,000	100,000	100,000
	TOTAL TRANSFERS IN	100,000	100,000	100,000	100,000	100,000	100,000
<u>BEGINNING FUND BALANCE</u>							
062-000-49090	BEGINNING FUND BALANCE	302,865	437,483	539,283	643,153	643,153	643,153
	TOTAL BEGINNING FUND BALANCE	302,865	437,483	539,283	643,153	643,153	643,153
	TOTAL FUND REVENUE	437,483	540,008	641,183	746,403	746,403	746,403

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
<u>GENERAL OPERATING RESERVE</u>							
<u>GENERAL RESERVES</u>							
<u>CONTINGENCY & RESERVES:</u>							
062-100-90001	CONTINGENCY	0	0	150,000	250,000	250,000	250,000
062-100-91733	RESERVE - OPERATIONS	0	0	491,183	496,403	496,403	496,403
	TOTAL CONTINGENCY & RESERVES	0	0	641,183	746,403	746,403	746,403
	TOTAL GENERAL RESERVES	0	0	641,183	746,403	746,403	746,403
	TOTAL FUND EXPENDITURES	0	0	641,183	746,403	746,403	746,403

REVENUE BUDGET NARRATIVE
Fiscal Year 2013-2014

FUND: PARKS FEE

STAFF LEVEL 2014: 0.48 FTE
STAFF LEVEL 2013: 0.00 FTE

Program Description/Mission

This is the first year of this new fund and it was created to account for the new Parks Fee. The fee was established with Resolution 13-17 and was passed by Council at the June 17, 2013 City Council meeting. The fee is \$1.50 per billing unit and will be used to pay costs associated with construction, maintenance and operation of City owned parks and marine parks. Two new parks will be constructed during this budget year and an additional part-time employee will be hired next spring to assist with park maintenance. This additional employee will be paid for from the new fee.

Personnel

<u>Title</u>	<u>2013</u> <u>FTE</u>	<u>2014</u> <u>FTE</u>	<u>FTE</u> <u>Change</u>
Parks Maintenance Worker (Temp)	0.00	0.48	0.48

Budget Comments

Account #85001 will cover costs for capital parks improvements.

Major Issues to be Resolved in the Next 5 Years

Ability to collect sufficient funds to maintain, improve or construct additional park infrastructure of the City.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
<u>PARKS FEE FUND</u>							
<u>FEES AND PERMITS</u>							
070-000-42170	PARKS FEE	0	0	0	0	97,500	97,500
	TOTAL FEES AND PERMITS	0	0	0	0	97,500	97,500
	TOTAL FUND REVENUE	0	0	0	0	97,500	97,500

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
<u>PARKS FEE FUND</u>							
<u>PARKS MAINTENANCE FEE PROGRAM</u>							
<u>PERSONNEL SERVICES:</u>							
070-070-51002	PART TIME SALARIES	0	0	0	0	3,171	3,171
070-070-51003	WORKERS COMP INS	0	0	0	0	209	209
070-070-51004	SOCIAL SECURITY/MEDICARE	0	0	0	0	243	243
	TOTAL PERSONNEL SERVICES	0	0	0	0	3,623	3,623
<u>MATERIALS AND SERVICES:</u>							
070-070-61032	JANITORIAL SUPPLIES	0	0	0	0	1,500	1,500
070-070-61034	LANDSCAPE SUPPLIES	0	0	0	0	2,000	2,000
070-070-61042	SAFETY EQP/ PROT CLTHNG	0	0	0	0	400	400
070-070-61043	BUILDING/ GROUNDS MAINTENANCE	0	0	0	0	5,000	5,000
070-070-61044	SMALL TOOLS	0	0	0	0	500	500
070-070-61059	CONTRACTED SERVICES	0	0	0	0	250	250
	TOTAL MATERIALS AND SERVICES	0	0	0	0	9,650	9,650
<u>CAPITAL OUTLAY:</u>							
070-070-85001	PARKS IMPROVEMENT	0	0	0	0	74,227	74,227
	TOTAL CAPITAL OUTLAY	0	0	0	0	74,227	74,227
<u>CONTINGENCY & RESERVES:</u>							
070-070-90001	CONTINGENCY	0	0	0	0	10,000	10,000
	TOTAL CONTINGENCY & RESERVES	0	0	0	0	10,000	10,000
	TOTAL PARKS MAINTENANCE FEE P	0	0	0	0	97,500	97,500
	TOTAL FUND EXPENDITURES	0	0	0	0	97,500	97,500

REVENUE BUDGET NARRATIVE
Fiscal Year 2013-2014

FUND: PARKS & RECREATION IMPROVEMENT SDC

Program Description/Mission

This fund is dedication to capacity increasing parks and recreation capital improvement projects. Parks and recreation improvement system development charges (SDC's) collected for new development are the primary revenues of this fund. Commercial and industrial developments are exempt from Parks and Recreation SDC's. The City's Parks & Recreation Master Plan is the planning document used for this program.

Budget Comments

Account #81040 includes \$160,000 for Pioneer Park improvements. As time allows, these improvements will be completed by the Maintenance Division to provide a usable open space for the residents of Pioneer Subdivision.

Major Issues to be Resolved in the Next 5 Years

With the proposed construction of the Dog Park, Skate Park, and associated parking facilities in this budget period, the availability of funds for parks improvements will be significantly reduced. Without continued residential growth, the funding of future improvements will be deferred to future years.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
PARKS & REC IMPROVE SDC FUND							
INTERGOVERNMENTAL							
072-000-43175	GRANTS- CAPITAL IMPROVEMENTS	0	1,198	80,000	95,000	95,000	95,000
	TOTAL INTERGOVERNMENTAL	0	1,198	80,000	95,000	95,000	95,000
MISCELLANEOUS REVENUE							
072-000-45002	INTEREST EARNED	1,600	1,812	1,000	380	380	380
072-000-45007	IMPROVEMENT SDCS	41,560	37,647	20,780	13,200	13,200	13,200
072-000-45018	DONATIONS - SKATE PARK	6,682	1,470	0	0	0	0
	TOTAL MISCELLANEOUS REVENUE	49,842	40,929	21,780	13,580	13,580	13,580
BEGINNING FUND BALANCE							
072-000-49090	BEGINNING FUND BALANCE	303,860	341,260	339,044	83,780	83,780	83,780
	TOTAL BEGINNING FUND BALANCE	303,860	341,260	339,044	83,780	83,780	83,780
	TOTAL FUND REVENUE	353,702	383,387	440,824	192,360	192,360	192,360

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
PARKS & REC IMPROVE SDC FUND							
PARKS AND RECREATION							
CAPITAL OUTLAY:							
072-072-81040	PARK CAPACITY IMPROVEMENT	0	0	30,000	160,000	160,000	160,000
	TOTAL CAPITAL OUTLAY	0	0	30,000	160,000	160,000	160,000
CONTINGENCY & RESERVES:							
072-072-90001	CONTINGENCY	0	0	60,277	32,360	32,360	32,360
	TOTAL CONTINGENCY & RESERVES	0	0	60,277	32,360	32,360	32,360
TRANSFERS OUT:							
072-072-95372	TRANSFER TO PARK CIP FUND	0	0	127,547	0	0	0
	TOTAL TRANSFERS OUT	0	0	127,547	0	0	0
	TOTAL PARKS AND RECREATION	0	0	217,824	192,360	192,360	192,360

BUDGET NARRATIVE
Fiscal Year 2013-2014

FUND: ASSESSMENT

Budget Comments

This fund accounts for the collection of assessments charged to property owners for improvements that affect their property. The improvement could be for a street improvement, water improvement or sewer improvement. Property owners can enter into a payment agreement with the City to make semi-annual payments for the improvement. This fund also accounts for agreements with property owners who have requested to pay their system development charges using an installment method.

The expenditures within this fund are for the debt service payments. There is currently one outstanding debt being repaid from this fund.

The debt is to Oregon Economic Development Department (OECDD) for bonds sold to cover costs of the WEVP water improvement project. The bonds were closed December 23, 2003 for \$1,275,000. The bonds were issued with interest rates of 3.00% to 4.625% and a total term of 25 years. No early payments can be made on this debt until December 1, 2011 and then the City will still incur a 2% premium charge. Payments made December 1, 2012 incur a 1% premium charge and after December 1, 2013, there is no pre-payment premium charge. An additional \$350,000 of available funds is budgeted to be paid towards the principal balance in the 2013-2014 budget year. The unpaid balance as of June 30, 2012 was \$ 986,763.

STATEMENT OF BOND INTEREST & RETIREMENT REQUIREMENTS
OECDD Bonds (Payments due December 1st of each year)

<u>Tax Year</u>	<u>Principal Required</u>	<u>Interest Required</u>	<u>Total Required</u>
2013-14	\$ 42,177	\$ 41,920	\$ 84,097
2014-15	42,450	40,317	82,767
2015-16	47,748	38,619	86,367
2016-17	48,057	36,709	84,766
2017-18	48,388	34,739	83,127
2018-19	53,740	32,706	86,446
Remaining (2029)	<u>662,277</u>	<u>179,240</u>	<u>841,517</u>
Total	\$ 944,837	\$ 404,250	\$1,349,087

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
ASSESSMENT FUND							
MISCELLANEOUS REVENUE							
073-000-45002	INTEREST EARNED	4,059	4,183	3,500	1,350	1,350	1,350
073-000-45022	ASSESSMENT - PRINCIPAL	77,693	88,693	40,000	42,766	42,766	42,766
073-000-45023	ASSESSMENT - INTEREST	39,599	32,787	20,000	17,000	17,000	17,000
073-000-45151	ASSESSMENTS - D STREET IMP	330	192	250	0	0	0
073-000-45152	ASSESSMENTS - B STREET IMP	1,830	1,451	1,250	0	0	0
073-000-45153	ASSESSMENTS - WEVP PROJECT	37,286	25,060	24,000	16,265	16,265	16,265
073-000-45155	ASSESSMENTS - AMES ST IMP	507	1,055	500	1,089	1,089	1,089
	TOTAL MISCELLANEOUS REVENUE	161,305	153,421	89,500	78,470	78,470	78,470
BEGINNING FUND BALANCE							
073-000-49090	BEGINNING FUND BALANCE	812,477	834,686	783,781	579,425	579,425	579,425
	TOTAL BEGINNING FUND BALANCE	812,477	834,686	783,781	579,425	579,425	579,425
	TOTAL FUND REVENUE	973,781	988,107	873,281	657,895	657,895	657,895

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
ASSESSMENT FUND							
ASSESSMENTS							
MATERIALS AND SERVICES:							
073-073-61058	LEGAL SERVICES	0	0	4,000	4,000	4,000	4,000
	TOTAL MATERIALS AND SERVICES	0	0	4,000	4,000	4,000	4,000
CONTINGENCY & RESERVES:							
073-073-90001	CONTINGENCY	0	0	430,992	216,725	216,725	216,725
	TOTAL CONTINGENCY & RESERVES	0	0	430,992	216,725	216,725	216,725
DEBT SERVICE:							
073-073-96030	WEVP WATER PROJ BOND- PRIN	36,475	41,688	41,926	395,250	395,250	395,250
073-073-96031	WEVP WATER PROJ BOND- INT	46,123	44,919	43,440	41,920	41,920	41,920
073-073-96036	JJWF - LOAN PRINCIPAL	41,037	82,878	338,948	0	0	0
073-073-96037	JJWF - LOAN INTEREST	15,460	13,620	13,975	0	0	0
	TOTAL DEBT SERVICE	139,095	183,105	438,289	437,170	437,170	437,170
	TOTAL ASSESSMENTS	139,095	183,105	873,281	657,895	657,895	657,895
	TOTAL FUND EXPENDITURES	139,095	183,105	873,281	657,895	657,895	657,895

BUDGET NARRATIVE
Fiscal Year 2013-2014

FUND: CDBG HOUSING REHAB

Program Description/Mission

This fund accounts for Community Development Block Grant (CDBG) loans made to residential community members for improvements to their property. Loans are made based on application approval and are contingent on the borrower's financial situation. Loans are secured by a lien on the property. CDBG loans are interest free and must be repaid when the securing property is sold, refinanced, or ownership is otherwise transferred. The City does have the option to provide other types of loans with a payback and/ or interest charge. The city currently contracts with Willamette Valley Council of Governments for the administration of the Loans. The City maintains information on customer balance owed and submits the information to Net Assets so it is available for lien searches.

Commercial Improvements program was added during the 2005-2006 fiscal year. Depending on the length of the repayment terms these type of loans may incur interest charges. There are currently two loans outstanding as of June 30, 2012 with a balance of \$17,157.

The total loans outstanding for both programs as of June 30, 2012 totaled \$719,085.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
CDBG HOUSING REHAB FUND							
MISCELLANEOUS REVENUE							
080-000-45002	INTEREST EARNED	1,946	1,870	1,250	1,800	1,800	1,800
080-000-45055	LOAN RE-PAYMENTS	5,571	6,800	2,500	2,500	2,500	2,500
080-000-45056	FACADE LOAN REPAYMENTS	6,591	6,164	5,000	6,800	6,800	6,800
080-000-45057	LOAN INTEREST EARNED	595	463	350	300	300	300
	TOTAL MISCELLANEOUS REVENUE	14,703	15,298	9,100	11,400	11,400	11,400
BEGINNING FUND BALANCE							
080-000-49090	BEGINNING FUND BALANCE	401,566	366,615	344,404	350,458	350,458	350,458
	TOTAL BEGINNING FUND BALANCE	401,566	366,615	344,404	350,458	350,458	350,458
	TOTAL FUND REVENUE	416,270	381,913	353,504	361,858	361,858	361,858

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
CDBG HOUSING REHAB FUND							
CDBG HOUSING REHAB PROGRAM							
MATERIALS AND SERVICES:							
080-080-62507	ADMINISTRATIVE SERVICES	3,584	957	5,000	5,000	5,000	5,000
080-080-62900	CDBG LOANS	15,780	11,500	25,000	25,000	25,000	25,000
	TOTAL MATERIALS AND SERVICES	19,364	12,457	30,000	30,000	30,000	30,000
CONTINGENCY & RESERVES:							
080-080-90001	CONTINGENCY	0	0	218,317	228,123	228,123	228,123
	TOTAL CONTINGENCY & RESERVES	0	0	218,317	228,123	228,123	228,123
TRANSFERS OUT:							
080-080-95001	TRANSFER TO GENERAL FUND	4,836	5,036	5,187	3,735	3,735	3,735
	TOTAL TRANSFERS OUT	4,836	5,036	5,187	3,735	3,735	3,735
	TOTAL CDBG HOUSING REHAB PROG	24,200	17,493	253,504	261,858	261,858	261,858
		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
CDBG HOUSING REHAB FUND							
COMMERCIAL FACADE IMPROVEMENTS							
MATERIALS AND SERVICES:							
080-081-62900	COMMERCIAL IMPROVEMENT LOANS	25,455	0	100,000	100,000	100,000	100,000
	TOTAL MATERIALS AND SERVICES	25,455	0	100,000	100,000	100,000	100,000
	TOTAL COMMERCIAL FACADE IMPRO	25,455	0	100,000	100,000	100,000	100,000
	TOTAL FUND EXPENDITURES	49,655	17,493	353,504	361,858	361,858	361,858

BUDGET NARRATIVE
Fiscal Year 2013-2014

FUND: DAM EARLY WARNING PROJECT

Program Description/Mission

The overall mission is to construct a new early warning system for Silver Creek Dam. Because Silver Creek Reservoir is a back-up water supply for the city in the event of a drought, this improvement project will be funded with prior transfers in from the Water Fund. The project mission is to reduce the risk of catastrophic loss of life and personal property in the unlikely event of a failure of Silver Creek Dam. With the removal of funding support by the Army Corps of Engineer, the project will be reduced in scope to meet the available funding limits of the city.

Budget Comments

Account # 61059 includes the City funds available to design and construct the project.

CITY OF SILVERTON

REVENUES
FISCAL YEAR 2013-2014

	2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
<u>DAM EARLY WARNING SYSTEM PROJ</u>						
<u>MISCELLANEOUS REVENUE</u>						
207-000-45002 INTEREST EARNED	1,208	1,242	1,180	200	200	200
TOTAL MISCELLANEOUS REVENUE	1,208	1,242	1,180	200	200	200
<u>BEGINNING FUND BALANCE</u>						
207-000-49090 BEGINNING FUND BALANCE	237,293	238,501	239,681	215,993	215,993	215,993
TOTAL BEGINNING FUND BALANCE	237,293	238,501	239,681	215,993	215,993	215,993
TOTAL FUND REVENUE	238,501	239,743	240,861	216,193	216,193	216,193

CITY OF SILVERTON

EXPENDITURES
FISCAL YEAR 2013-2014

	2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
<u>DAM EARLY WARNING SYSTEM PROJ</u>						
<u>DAM EARLY WARNING SYSTEM PROJ</u>						
<u>MATERIALS AND SERVICES:</u>						
207-207-61059 CONTRACTED SERVICES	0	0	240,861	216,193	216,193	216,193
TOTAL MATERIALS AND SERVICES	0	0	240,861	216,193	216,193	216,193
TOTAL DAM EARLY WARNING SYSTE	0	0	240,861	216,193	216,193	216,193
TOTAL FUND EXPENDITURES	0	0	240,861	216,193	216,193	216,193

BUDGET NARRATIVE
Fiscal Year 2013-2014

FUND: WWTP DIGESTER PROJECT

Program Description/Mission

The overall mission is to increase the wastewater treatment plant's (WWTP) bio-solids treatment capacity and replace the aging digester process equipment constructed in 1984. The council approved a project that included rehabilitating the existing digesters, construction of a new digester control building, a new biogas control building, a grit classifier replacement, and process control upgrades. The construction of the main portion of the project was completed in the spring of 2013. Next phase of the project will include the replacement of the completion of the supernatant wetwell and primary sludge pump station. This project has been funded with transfers in from the sewer fund, sewer system development funds, and bond proceeds.

Budget Comments

Account #85020 will pay for the construction contract, special inspection, and additional improvements as funding allows.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
WWTP DIGESTER PROJECT FUND							
MISCELLANEOUS REVENUE							
212-000-45002	INTEREST EARNED	6,800	20,617	19,428	1,250	1,250	1,250
212-000-45019	MISCELLANEOUS REVENUE	0	900	0	0	0	0
	TOTAL MISCELLANEOUS REVENUE	6,800	21,517	19,428	1,250	1,250	1,250
OTHER FUNDING SOURCES							
212-000-48095	LOAN PROCEEDS	0	4,067,446	0	0	0	0
	TOTAL OTHER FUNDING SOURCES	0	4,067,446	0	0	0	0
BEGINNING FUND BALANCE							
212-000-49090	BEGINNING FUND BALANCE	1,465,209	936,453	4,789,930	639,968	639,968	639,968
	TOTAL BEGINNING FUND BALANCE	1,465,209	936,453	4,789,930	639,968	639,968	639,968
	TOTAL FUND REVENUE	1,472,010	5,025,416	4,809,358	641,218	641,218	641,218

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
WWTP DIGESTER PROJECT FUND							
WWTP DIGESTER PROJECT							
MATERIALS AND SERVICES:							
212-212-61059	CONTRACTED SERVICES	0	62,491	0	0	0	0
	TOTAL MATERIALS AND SERVICES	0	62,491	0	0	0	0
CAPITAL OUTLAY:							
212-212-85003	ADVERTISING	0	878	1,000	0	0	0
212-212-85010	ARCH & ENGR SERVICES	535,557	159,445	180,000	45,000	45,000	45,000
212-212-85020	CONSTRUCTION COSTS	0	596,853	4,628,358	596,218	596,218	596,218
	TOTAL CAPITAL OUTLAY	535,557	757,175	4,809,358	641,218	641,218	641,218
	TOTAL WWTP DIGESTER PROJECT	535,557	819,666	4,809,358	641,218	641,218	641,218
	TOTAL FUND EXPENDITURES	535,557	819,666	4,809,358	641,218	641,218	641,218

BUDGET NARRATIVE
Fiscal Year 2013-2014

FUND: STEELHAMMER LID STREET IMPROVEMENT PROJECT

Program Description/Mission

The overall mission is to improve approximately 3,000 lineal feet of Steelhammer Road from Oak Street to Evans Valley Road. This budget will transfer the SDC's to be accumulated in the Street Improvement SDC Fund and be reserved for a first phase improvement of 1,800 lineal feet from Oak Street to Crestview Street.

The resources for this project are from Steelhammer SDC's, Street Improvement SDC's and Street Reimbursement SDC's. Local improvement district assessments will provide the remaining revenue necessary to complete the project.

Budget Comments

Once available, funds will then be transferred to the Street CIP Fund for right-of-way acquisition, design, and construction of the project.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
STEELHAMER LID PROJECT FUND							
MISCELLANEOUS REVENUE							
217-000-45002	INTEREST EARNED	1,260	1,296	0	0	0	0
217-000-45008	STEELHAMMER SDCS	0	0	4,510	0	0	0
	TOTAL MISCELLANEOUS REVENUE	1,260	1,296	4,510	0	0	0
BEGINNING FUND BALANCE							
217-000-49090	BEGINNING FUND BALANCE	247,577	248,837	250,037	252,433	252,433	252,433
	TOTAL BEGINNING FUND BALANCE	247,577	248,837	250,037	252,433	252,433	252,433
	TOTAL FUND REVENUE	248,837	250,133	254,547	252,433	252,433	252,433

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
STEELHAMER LID PROJECT FUND							
STEELHAMMER LID PROJECT							
CONTINGENCY & RESERVES:							
217-217-90001	CONTINGENCY	0	0	254,547	0	0	0
	TOTAL CONTINGENCY & RESERVES	0	0	254,547	0	0	0
TRANSFERS OUT:							
217-217-95021	TRANSFER TO STREET IMP SDC	0	0	0	252,433	252,433	252,433
	TOTAL TRANSFERS OUT	0	0	0	252,433	252,433	252,433
	TOTAL STEELHAMMER LID PROJECT	0	0	254,547	252,433	252,433	252,433
	TOTAL FUND EXPENDITURES	0	0	254,547	252,433	252,433	252,433

BUDGET NARRATIVE
Fiscal Year 2013-2014

FUND: STREET CAPITAL PROJECT FUND

Project Descriptions

James Street Bridge Girder Repainting (841)

James Street Bridge is located south of the intersection of James Street and N Water Street. The bridge is 60 years into a 50-75 year life and needs maintenance. This project was identified in the 2011 James Street Bridge Assessment as a priority project with an estimated cost of \$30,000. One-third of the project was funded in 2012-2013 fiscal year and the final two-thirds are funded in the 2013-2014 fiscal year. Project construction will begin in fiscal year (FY) 2014-2015.

Priority:	High
Justification:	Infrastructure Preservation
FY 2012-2013 Funding Sources:	Street Reimbursement SDC's
FY 2013-2014 Funding Sources:	Street Fund
Status:	Future Project
Estimated Year Completion:	FY 2014-2015

Downtown Streetscape (846)

This project was identified in the 2008 Downtown Master Plan. Preliminary and final design costs are estimated at \$80,000 and project construction cost is estimated at \$450,000. Preliminary design phase will determine design and construction requirements within ODOT right-of-way, infrastructure improvement needs, planning of integration with future streetscape phases, and impacts to stakeholders.

Priority:	Medium
Justification:	Master Plan and Aging Infrastructure Replacement
FY 2013-2014 Funding Sources:	Urban Renewal
Status:	FY 2013-2014 Preliminary Design
Estimated Year Completion:	FY 2014-2015

Steelhammer/Eastview/Evans Valley Overlay (860)

This project will complete the overlay at the intersection that was required as part of the Abiqua Height Phase 2 project. Funds were set aside by the developer and staff will complete the overlay project during the summer of 2013.

Priority:	High
Justification:	Safety
FY 2013-2014 Funding Sources:	Developer
Status:	FY 2013-2014 Construction
Estimated Year Completion:	FY 2013-2014

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
STREET CAPITAL PROJECT FUND							
INTERGOVERNMENTAL							
320-000-43170	GRANTS- CAPITAL IMPROVEMENTS	0	0	10,500	0	0	0
320-000-43180	URA GRANT PROCEEDS	0	0	122,153	80,000	80,000	80,000
	TOTAL INTERGOVERNMENTAL	0	0	132,653	80,000	80,000	80,000
MISCELLANEOUS REVENUE							
320-000-45002	INTEREST EARNED	0	0	0	25	25	25
320-000-45019	MISCELLANEOUS REVENUE	0	0	0	14,030	14,030	14,030
	TOTAL MISCELLANEOUS REVENUE	0	0	0	14,055	14,055	14,055
TRANSFERS IN							
320-000-46017	TRANSFER FROM TRANSIENT TAX	0	0	14,663	0	0	0
320-000-46020	TRANSFER FROM STREET FUND	0	0	0	25,000	25,000	25,000
320-000-46022	TRANSFER FROM STREET REIMB SD	0	0	10,000	0	0	0
	TOTAL TRANSFERS IN	0	0	24,663	25,000	25,000	25,000
BEGINNING FUND BALANCE							
320-000-49090	BEGINNING FUND BALANCE	0	0	0	9,884	9,884	9,884
	TOTAL BEGINNING FUND BALANCE	0	0	0	9,884	9,884	9,884
	TOTAL FUND REVENUE	0	0	157,316	128,939	128,939	128,939

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
STREET CAPITAL PROJECT FUND							
CAPITAL							
CAPITAL OUTLAY:							
320-320-85003	ADVERTISING	0	0	0	1,000	1,000	1,000
320-320-85010	DESIGN SERVICES	0	0	80,000	79,500	79,500	79,500
320-320-85020	CONSTRUCTION COSTS	0	0	77,316	33,439	33,439	33,439
	TOTAL CAPITAL OUTLAY	0	0	157,316	113,939	113,939	113,939
CONTINGENCY & RESERVES:							
320-320-91702	RESERVE - FUTURE EXPENDITURE	0	0	0	15,000	15,000	15,000
	TOTAL CONTINGENCY & RESERVES	0	0	0	15,000	15,000	15,000
	TOTAL CAPITAL	0	0	157,316	128,939	128,939	128,939
	TOTAL FUND EXPENDITURES	0	0	157,316	128,939	128,939	128,939

BUDGET NARRATIVE
Fiscal Year 2013-2014

FUND: STORMWATER CAPITAL PROJECT FUND

Project Descriptions

West Main Street Storm Sewer (847)

This project is located on West Main Street between Welch Street and the Main Street Bridge. Stormwater is currently conveyed along the surface of W Main Street, which is causing roadway failures. The project will set up an underground storm drainage system that can be extended along Coolidge Street and W Main Street. This project is estimated to cost approximately \$85,000 for design and construction.

Priority:	High
Justification:	New Infrastructure
FY 2012-2013 Funding Sources:	Stormwater Improvement SDC's
Status:	FY 2012-2013 Design/Construction
Estimated Year for Completion:	FY 2013-2014

CITY OF SILVERTON

REVENUES

FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
<u>STORM WATER CAPITAL PROJ FUND</u>							
<u>MISCELLANEOUS REVENUE</u>							
323-000-45002	INTEREST EARNED	0	0	0	200	200	200
	TOTAL MISCELLANEOUS REVENUE	0	0	0	200	200	200
<u>TRANSFERS IN</u>							
323-000-46023	TRANSFER FROM STORM WATER FU	0	0	85,000	35,000	0	0
	TOTAL TRANSFERS IN	0	0	85,000	35,000	0	0
<u>BEGINNING FUND BALANCE</u>							
323-000-49090	BEGINNING FUND BALANCE	0	0	0	79,925	79,925	79,925
	TOTAL BEGINNING FUND BALANCE	0	0	0	79,925	79,925	79,925
	TOTAL FUND REVENUE	0	0	85,000	115,125	80,125	80,125

CITY OF SILVERTON

EXPENDITURES

FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
<u>STORM WATER CAPITAL PROJ FUND</u>							
<u>CAPITAL</u>							
<u>CAPITAL OUTLAY:</u>							
323-323-85003	ADVERTISING	0	0	1,000	0	0	0
323-323-85010	DESIGN SERVICES	0	0	9,000	5,000	5,000	5,000
323-323-85020	CONSTRUCTION COSTS	0	0	75,000	110,125	75,125	75,125
	TOTAL CAPITAL OUTLAY	0	0	85,000	115,125	80,125	80,125
	TOTAL CAPITAL	0	0	85,000	115,125	80,125	80,125
	TOTAL FUND EXPENDITURES	0	0	85,000	115,125	80,125	80,125

BUDGET NARRATIVE
Fiscal Year 2013-2014

FUND: SEWER CAPITAL PROJECT FUND

Project Descriptions

Norway Avenue Sanitary Sewer (848)

This project is located on Norway Avenue between Oak Street and Chadwick Street. The piping system is beyond its useful life, has root intrusion and I/I, and requires cleaning more than twice per year to avoid back-ups into the surrounding residential properties. This project is estimated to cost approximately \$85,000 for design and construction.

Priority:	High
Justification:	Aging Infrastructure Replacement
FY 2012-2013 Funding Sources:	Sewer Operating
Status:	FY 2012-2013 Design/Construction
Estimated Year for Completion:	FY 2013-2014

West Main Street Sanitary Sewer (861)

This project is located on W Main Street between McClaine Street and Coolidge Street. The piping system serves as an overflow in the event the Main Street Lift Station is out of service. This project is estimated to cost approximately \$10,000 for design and construction.

Priority:	High
Justification:	Aging Infrastructure Replacement
FY 2013-2014 Funding Sources:	Sewer Operating
Status:	FY 2012-2013 Design/Construction
Estimated Year for Completion:	FY 2013-2014

Gordon House Heating System (862)

This project will disconnect the Gordon House heating system from the City's effluent line to the Oregon Garden, which will allow the City to save in energy costs when winter pumping is not required. This project is estimated to cost approximately \$50,000 for design and construction.

Priority:	High
Justification:	Reduced Budget Impacts
FY 2013-2014 Funding Sources:	Sewer Operating
Status:	FY 2013-2014 Design/Construction
Estimated Year for Completion:	FY 2013-2014

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
SEWER CAPITAL PROJECT FUND							
MISCELLANEOUS REVENUE							
330-000-45002	INTEREST EARNED	0	0	0	100	100	100
	TOTAL MISCELLANEOUS REVENUE	0	0	0	100	100	100
TRANSFERS IN							
330-000-46030	TRANSFER FROM SEWER FUND	0	0	212,698	60,000	60,000	60,000
	TOTAL TRANSFERS IN	0	0	212,698	60,000	60,000	60,000
BEGINNING FUND BALANCE							
330-000-49090	BEGINNING FUND BALANCE	0	0	0	2,357	2,357	2,357
	TOTAL BEGINNING FUND BALANCE	0	0	0	2,357	2,357	2,357
	TOTAL FUND REVENUE	0	0	212,698	62,457	62,457	62,457

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
SEWER CAPITAL PROJECT FUND							
CAPITAL							
CAPITAL OUTLAY:							
330-330-85003	ADVERTISING	0	0	2,000	500	500	500
330-330-85010	DESIGN SERVICES	0	0	9,000	0	0	0
330-330-85020	CONSTRUCTION COSTS	0	0	201,698	61,957	61,957	61,957
	TOTAL CAPITAL OUTLAY	0	0	212,698	62,457	62,457	62,457
	TOTAL CAPITAL	0	0	212,698	62,457	62,457	62,457
	TOTAL FUND EXPENDITURES	0	0	212,698	62,457	62,457	62,457

BUDGET NARRATIVE
Fiscal Year 2013-2014

FUND: WATER CAPITAL PROJECT FUND

Project Descriptions

North 2nd Waterline Replacement (849)

This project is located on North 2nd Street between the railroad tracks south of Whittier Street and Hobart Road. The piping system is beyond its useful life and is substandard size for adequate fire system supply. Additionally, sections of this line are constructed of transite (asbestos-cement) and are prone to breaking and after-hours callouts of the utility crews. A portion of this project is listed in the 2011 Water System Master Plan as a Priority 2 project. This project is estimated to cost \$318,000 for design and construction.

Priority: High
Justification: Aging Infrastructure Replacement and Fire Protection
FY 2012-2013 Funding Sources: Water Operating, Water Improvement SDCs
Status: FY 2012-2013 Design/Construction
Estimated Year for Completion: FY 2013-2014

Water Treatment Plant Improvements (852)

This project includes control building roofing and new awning over emergency generator. This project is estimated to cost \$25,000 for construction.

Priority: High
Justification: Aging Infrastructure Replacement
FY 2012-2013 Funding Sources: Water Operating
Status: FY 2013-2014 Construction
Estimated Year for Completion: FY 2013-2014

Silver Creek Intake Improvements (853)

This project includes replacement of the electrical control cabinet. The existing cabinet is rotting and constructed of a wood frame and plywood. This project will replace the cabinet with a newer metal cabinet with seals to protect the electrical components from the environment. The operation of the Silver Creek intake is critical to the City's ability to supply water to the treatment plant during high summer demands as well as the shutdown of the Abiqua Creek intake for maintenance and emergencies. This project is estimated to cost \$49,500 for construction.

Priority: High
Justification: Aging Infrastructure Replacement
FY 2012-2013 Funding Sources: Water Operating
Status: FY 2013-2014 Construction
Estimated Year for Completion: FY 2013-2014

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
WATER CAPITAL PROJECT FUND							
MISCELLANEOUS REVENUE							
340-000-45002	INTEREST EARNED	0	0	0	1,000	1,000	1,000
	TOTAL MISCELLANEOUS REVENUE	0	0	0	1,000	1,000	1,000
TRANSFERS IN							
340-000-46040	TRANSFER FROM WATER FUND	0	0	315,000	74,500	74,500	74,500
340-000-46041	TRANSFER FROM WATER IMP SDC	0	0	178,000	295,000	5,000	5,000
	TOTAL TRANSFERS IN	0	0	493,000	369,500	79,500	79,500
BEGINNING FUND BALANCE							
340-000-49090	BEGINNING FUND BALANCE	0	0	0	397,297	397,297	397,297
	TOTAL BEGINNING FUND BALANCE	0	0	0	397,297	397,297	397,297
	TOTAL FUND REVENUE	0	0	493,000	767,797	477,797	477,797

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
WATER CAPITAL PROJECT FUND							
CAPITAL							
CAPITAL OUTLAY:							
340-340-81001	LAND ACQUISITION	0	0	0	295,000	5,000	5,000
340-340-85003	ADVERTISING	0	0	3,000	2,000	2,000	2,000
340-340-85010	DESIGN SERVICES	0	0	23,000	8,000	8,000	8,000
340-340-85020	CONSTRUCTION COSTS	0	0	467,000	462,797	462,797	462,797
	TOTAL CAPITAL OUTLAY	0	0	493,000	767,797	477,797	477,797
	TOTAL CAPITAL	0	0	493,000	767,797	477,797	477,797
	TOTAL FUND EXPENDITURES	0	0	493,000	767,797	477,797	477,797



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BUDGET NARRATIVE

Fiscal Year 2012-2013

FUND: WATER CAPITAL PROJECT FUND (continued)

Westside 2MG Reservoir (852)

This project includes only \$5,000 to look into land acquisition for the future construction of a 2 MG reservoir and pump station on the west side of the city. This project phase is estimated to cost \$296,000 for right of way agent services and property purchase.

Priority:	High
Justification:	Emergency & Operational Storage
FY 2012-2013 Funding Sources:	Water Operating

BUDGET NARRATIVE
Fiscal Year 2013-2014

FUND: PARKS CAPITAL PROJECT FUND

Project Descriptions/ Mission

Skate Park (818)

This project is located on Westfield property next to the Senior Center. Phase 1 of this project is listed in the 2008 Parks and Recreation Master Plan as a Special Use Facility project. This project is estimated to cost approximately \$309,284 for design and construction.

Priority: High
Justification: New Infrastructure
FY 2013-2014 Funding Sources: Grant, General Fund, Parks Imprvmnt SDC's, and Donations
Status: FY 2013-2014 Design and Construction
Estimated Year for Completion: FY 2013-2014

Dog Park (830)

This project is located on Westfield property next to the Senior Center. This project is listed in the 2008 Parks and Recreation Master Plan as a Special Use Facility project. This project is estimated to cost approximately \$23,257 for design and construction.

Priority: High
Justification: New Infrastructure
FY 2013-2014 Funding Sources: Grant, General Fund, Parks Imprvmnt SDC's, and Donations
Status: FY 2013-2014 Design and Construction
Estimated Year Completion: FY 2013-2014

Westfield Park Parking Lot (850)

This project is located on Westfield property next to the Senior Center. This project is a support facility to the Skate Park and Dog Park, which are both listed, in the 2008 Parks and Recreation Master Plan as Special Use Facility projects. This project is estimated to cost approximately \$165,991 for design and construction.

Priority: High
Justification: Aging Infrastructure Replacement
FY 2013-2014 Funding Sources: Parks Improvement SDC's and Urban Renewal
Status: FY 2013-2014 Design and Construction
Estimated Year Completion: FY 2013-2014

CITY OF SILVERTON

REVENUES

FISCAL YEAR 2013-2014

	2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
PARKS CAPITAL PROJECT FUND						
INTERGOVERNMENTAL						
372-000-43175		0	0	235,000	235,000	235,000
372-000-43180		0	0	125,991	125,991	125,991
TOTAL INTERGOVERNMENTAL	0	0	360,991	360,991	360,991	360,991
MISCELLANEOUS REVENUE						
372-000-45018		0	0	4,667	0	0
372-000-45023		0	0	3,257	0	0
TOTAL MISCELLANEOUS REVENUE	0	0	7,924	0	0	0
TRANSFERS IN						
372-000-46010		0	0	7,070	0	0
372-000-46072		0	0	127,547	0	0
TOTAL TRANSFERS IN	0	0	134,617	0	0	0
BEGINNING FUND BALANCE						
372-000-49090		0	0	0	111,682	111,682
TOTAL BEGINNING FUND BALANCE	0	0	0	111,682	111,682	111,682
TOTAL FUND REVENUE	0	0	503,532	472,673	472,673	472,673

CITY OF SILVERTON

EXPENDITURES

FISCAL YEAR 2013-2014

	2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
PARKS CAPITAL PROJECT FUND						
CAPITAL						
MATERIALS AND SERVICES:						
372-372-62573		0	0	450	0	0
TOTAL MATERIALS AND SERVICES	0	0	450	0	0	0
CAPITAL OUTLAY:						
372-372-85003		0	0	1,500	0	0
372-372-85010		0	0	95,000	70,000	70,000
372-372-85020		0	0	406,582	402,673	402,673
TOTAL CAPITAL OUTLAY	0	0	503,082	472,673	472,673	472,673
TOTAL CAPITAL	0	0	503,532	472,673	472,673	472,673
TOTAL FUND EXPENDITURES	0	0	503,532	472,673	472,673	472,673

BUDGET NARRATIVE
Fiscal Year 2013-2014

FUND: FLEET REPLACEMENT

Program Description/Mission

This is an Internal Service Fund with the purpose of providing funds for fleet replacement. The goal of this fund is to accumulate resources to purchase the item to be replaced without the need to go out for financing which would cost more due to the interest charges. The fleet replacement is based on a capital replacement schedule. This year's revenues are from transfers in from the various funds that use City owned vehicles. Due to economic conditions, some funds will not be transferring in revenues to this fund.

Budget Comments

One vehicle is budgeted for replacement. It is one of the police patrol vehicles for \$25,529. The General Fund Police Department Program has paid for the equipment.

Major Issues to be Resolved in the Next 5 Years

- Provide adequate funding for long-term vehicle replacements.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2013-2014

	2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
FLEET REPLACEMENT FUND						
MISCELLANEOUS REVENUE						
600-000-45002	INTEREST EARNED	2,775	3,336	2,500	3,750	3,750
600-000-45111	SALE OF FIXED ASSETS	0	3,594	0	0	0
	TOTAL MISCELLANEOUS REVENUE	2,775	6,930	2,500	3,750	3,750
TRANSFERS IN						
600-000-46010	TRANSFER FROM GENERAL	42,464	60,982	43,651	34,775	34,775
600-000-46012	TRANSFER FROM BLDG OP	3,188	0	0	0	0
600-000-46013	TRANSFER FROM TRANSPORTATION	6,472	6,472	0	0	0
600-000-46020	TRANSFER FROM STREET	14,053	12,769	0	30,200	30,200
600-000-46030	TRANSFER FROM SEWER	12,043	12,043	12,043	23,100	23,100
600-000-46040	TRANSFER FROM WATER	12,628	12,628	19,937	16,800	16,800
	TOTAL TRANSFERS IN	90,828	104,894	75,631	104,875	104,875
BEGINNING FUND BALANCE						
600-000-49090	BEGINNING FUND BALANCE	462,452	556,055	642,950	698,882	698,882
	TOTAL BEGINNING FUND BALANCE	462,452	556,055	642,950	698,882	698,882
	TOTAL FUND REVENUE	556,055	667,879	721,081	807,507	807,507

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

	2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
FLEET REPLACEMENT FUND						
FLEET REPLACEMENT						
CAPITAL OUTLAY:						
600-600-81076	CAPITAL - FLEET	0	23,468	27,600	25,529	25,529
	TOTAL CAPITAL OUTLAY	0	23,468	27,600	25,529	25,529
CONTINGENCY & RESERVES:						
600-600-91731	RESERVE - VEHICLES	0	0	693,481	720,797	720,797
	TOTAL CONTINGENCY & RESERVES	0	0	693,481	720,797	720,797
TRANSFERS OUT:						
600-600-95001	TRANSFER TO GENERAL FUND	0	0	0	61,181	61,181
	TOTAL TRANSFERS OUT	0	0	0	61,181	61,181
	TOTAL FLEET REPLACEMENT	0	23,468	721,081	807,507	807,507
	TOTAL FUND EXPENDITURES	0	23,468	721,081	807,507	807,507

BUDGET NARRATIVE
Fiscal Year 2013-2014

FUND: MAJOR EQUIPMENT REPLACEMENT

Program Description/Mission

This is an Internal Service Fund with the purpose of providing funds for major equipment replacement. The goal of this fund is to provide resources to purchase the item to be replaced without the need for outside financing which would cost more due to the interest charges. General Fund capital funded items that receive reserve funds include; telephone system, building hvac systems, pool mechanical & hvac systems and park play structures. Reserved items for other funds are detailed on support documents.

Budget Comments

The following items are budgeted to be replaced:

City Hall Phone System -	\$ 75,000
Mower Replacement -	10,000
Grader Replacement -	<u>30,000</u>
Total	\$115,000

Major Issues to be Resolved in the Next 5 Years

Provide adequate funding for long-term equipment replacements.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
MAJOR EQUIP REPLACEMENT FUND							
MISCELLANEOUS REVENUE							
610-000-45002	INTEREST EARNED	2,980	3,635	3,800	3,600	3,600	3,600
	TOTAL MISCELLANEOUS REVENUE	2,980	3,635	3,800	3,600	3,600	3,600
TRANSFERS IN							
610-000-46010	TRANSFER FROM GENERAL	44,401	53,000	54,517	54,733	54,733	54,733
610-000-46020	TRANSFER FROM STREET	3,004	3,475	0	10,000	10,000	10,000
610-000-46030	TRANSFER FROM SEWER	25,215	0	5,423	15,800	15,800	15,800
610-000-46040	TRANSFER FROM WATER	50,408	50,408	5,226	12,000	12,000	12,000
	TOTAL TRANSFERS IN	123,028	106,883	65,166	92,533	92,533	92,533
BEGINNING FUND BALANCE							
610-000-49090	BEGINNING FUND BALANCE	473,361	599,369	710,252	700,197	700,197	700,197
	TOTAL BEGINNING FUND BALANCE	473,361	599,369	710,252	700,197	700,197	700,197
	TOTAL FUND REVENUE	599,369	709,886	779,218	796,330	796,330	796,330

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
MAJOR EQUIP REPLACEMENT FUND							
MAJOR EQUIPMENT							
CAPITAL OUTLAY:							
610-610-81003	CAPITAL -REPLACEMNT EQUIPMENT	0	0	203,000	85,000	115,000	115,000
	TOTAL CAPITAL OUTLAY	0	0	203,000	85,000	115,000	115,000
CONTINGENCY & RESERVES:							
610-610-90001	CONTINGENCY	0	0	576,218	711,330	681,330	681,330
	TOTAL CONTINGENCY & RESERVES	0	0	576,218	711,330	681,330	681,330
	TOTAL MAJOR EQUIPMENT	0	0	779,218	796,330	796,330	796,330
	TOTAL FUND EXPENDITURES	0	0	779,218	796,330	796,330	796,330

BUDGET NARRATIVE
Fiscal Year 2013-2014

FUND: EXTENDED LEAVE

Budget Comments

This is an Internal Service fund and was created as part of the budgeting for fiscal year 2004-2005. The purpose of this fund is to provide funding for a temporary worker in the event an employee is out on extended leave and job duties still must be performed. The goal of this fund is to have a minimum balance of 10% of the sick-leave liability as of the end of December. The current fund balance is greater than the 10% goal so no transfers are budgeted.

The resources from this fund will only be expended in the event the City Manager approves hiring a temporary worker to offset work that cannot be performed by the employee who is out on an extended leave or at a later time or by other City staff.

Each fund or program budget's for the personnel costs of current employees needed to fulfill the functions of the program or fund. If an employee were out on a paid extended leave, normally due to illness or injury, there would not be enough appropriation to hire a temporary worker to fill-in if needed.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2013-2014

	2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
EXTENDED LEAVE FUND						
MISCELLANEOUS REVENUE						
620-000-45002 INTEREST EARNED	513	574	450	600	600	600
TOTAL MISCELLANEOUS REVENUE	513	574	450	600	600	600
TRANSFERS IN						
620-000-46010 TRANSFER FROM GENERAL FUND	5,358	6,444	6,016	0	0	0
620-000-46011 TRANSFER FROM ELEC INSPECTION	100	100	0	0	0	0
620-000-46012 TRANSFER FROM BUILDING OP	100	0	0	0	0	0
620-000-46020 TRANSFER FROM STREET	188	198	162	0	0	0
620-000-46030 TRANSFER FROM SEWER	2,321	1,320	1,593	0	0	0
620-000-46040 TRANSFER FROM WATER	721	726	799	0	0	0
TOTAL TRANSFERS IN	8,788	8,788	8,570	0	0	0
BEGINNING FUND BALANCE						
620-000-49090 BEGINNING FUND BALANCE	92,724	102,025	111,413	120,602	120,602	120,602
TOTAL BEGINNING FUND BALANCE	92,724	102,025	111,413	120,602	120,602	120,602
TOTAL FUND REVENUE	102,025	111,387	120,433	121,202	121,202	121,202

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

	2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
EXTENDED LEAVE FUND						
OPERATIONS						
PERSONNEL SERVICES:						
620-100-51002 PART TIME SALARIES	0	0	85,000	65,000	65,000	65,000
620-100-51003 WORKERS COMP INS	0	0	4,575	3,140	3,140	3,140
620-100-51004 SOCIAL SECURITY/MEDICARE	0	0	6,503	4,973	4,973	4,973
TOTAL PERSONNEL SERVICES	0	0	96,078	73,113	73,113	73,113
CONTINGENCY & RESERVES:						
620-100-90001 CONTINGENCY	0	0	24,355	48,089	48,089	48,089
TOTAL CONTINGENCY & RESERVES	0	0	24,355	48,089	48,089	48,089
TOTAL OPERATIONS	0	0	120,433	121,202	121,202	121,202
TOTAL FUND EXPENDITURES	0	0	120,433	121,202	121,202	121,202



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DISCONTINUED FUNDS/
PROGRAMS AND
OTHER INFORMATION

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

	2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
GENERAL FUND						
CODE ENFORCEMENT						
PERSONNEL SERVICES:						
010-156-51001		27,773	0	0	0	0
010-156-51003		402	0	0	0	0
010-156-51004		2,041	0	0	0	0
010-156-51005		5,078	0	0	0	0
010-156-51006		23	0	0	0	0
010-156-51007		1,870	0	0	0	0
TOTAL PERSONNEL SERVICES	0	37,188	0	0	0	0
MATERIALS AND SERVICES:						
010-156-61001	395	237	0	0	0	0
010-156-61003	0	145	0	0	0	0
010-156-61004	556	429	0	0	0	0
010-156-61005	221	148	0	0	0	0
010-156-61024	418	373	0	0	0	0
010-156-61045	359	300	0	0	0	0
010-156-71000	62	0	0	0	0	0
TOTAL MATERIALS AND SERVICES	2,010	1,634	0	0	0	0
TRANSFERS OUT:						
010-156-95012	33,049	0	0	0	0	0
010-156-95050	0	1,768	0	0	0	0
010-156-95600	0	643	0	0	0	0
TOTAL TRANSFERS OUT	33,049	2,411	0	0	0	0
TOTAL CODE ENFORCEMENT	35,059	41,233	0	0	0	0

	2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
GENERAL FUND						
SWIMMING POOL						
MATERIALS AND SERVICES:						
010-210-61003	0	86	100	0	0	0
010-210-61004	896	928	1,000	0	0	0
010-210-61005	610	185	400	0	0	0
010-210-61006	78,265	80,256	80,000	0	0	0
010-210-61008	4,981	12,409	6,000	0	0	0
010-210-61009	0	0	500	0	0	0
010-210-61015	325	325	350	0	0	0
010-210-61016	326	326	350	0	0	0
010-210-61022	5,361	9,881	5,000	0	0	0
010-210-61032	799	1,445	1,500	0	0	0
010-210-61042	992	0	500	0	0	0
010-210-61045	0	463	1,500	0	0	0
010-210-61047	7,806	6,475	8,000	0	0	0
010-210-61059	79,180	88,339	92,000	0	0	0
010-210-71000	2,075	336	700	0	0	0
TOTAL MATERIALS AND SERVICES	181,617	201,454	197,900	0	0	0
CAPITAL OUTLAY:						
010-210-81003	1,406	3,709	24,000	0	0	0
TOTAL CAPITAL OUTLAY	1,406	3,709	24,000	0	0	0
TOTAL SWIMMING POOL	183,023	205,164	221,900	0	0	0

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

	2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
STREET IMPROVEMENT SDC FUND						
EUREKA SIDEWALK PROJECT						
CAPITAL OUTLAY:						
021-200-85003	ADVERTISING EXPENSE	81	0	0	0	0
021-200-85010	CONTRACTED SERVICES	48,491	1,589	0	0	0
021-200-85020	CONSTRUCTION COSTS	12,000	3,330	0	0	0
	TOTAL CAPITAL OUTLAY	60,571	4,919	0	0	0
	TOTAL EUREKA SIDEWALK PROJECT	60,571	4,919	0	0	0
	TOTAL FUND EXPENDITURES	77,460	38,646	76,285	304,692	304,692

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2013-2014

	2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
STREET LIGHT IMPROVEMENT FUND						
MISCELLANEOUS REVENUE						
025-000-45002	INTEREST EARNED	326	335	300	0	0
	TOTAL MISCELLANEOUS REVENUE	326	335	300	0	0
BEGINNING FUND BALANCE						
025-000-49090	BEGINNING FUND BALANCE	64,462	64,368	64,678	0	0
	TOTAL BEGINNING FUND BALANCE	64,462	64,368	64,678	0	0
	TOTAL FUND REVENUE	64,788	64,703	64,978	0	0

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

	2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
STREET LIGHT IMPROVEMENT FUND						
STREET LIGHTING IMPROVEMENTS						
CAPITAL OUTLAY:						
025-025-81005	STREET LIGHT IMPROVEMENTS	420	0	0	0	0
	TOTAL CAPITAL OUTLAY	420	0	0	0	0
TRANSFERS OUT:						
025-025-95001	TRANSFER TO GENERAL FUND	0	0	64,978	0	0
	TOTAL TRANSFERS OUT	0	0	64,978	0	0
	TOTAL STREET LIGHTING IMPROVEM	420	0	64,978	0	0
	TOTAL FUND EXPENDITURES	420	0	64,978	0	139 0

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2013-2014

	2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
ABATEMENT FUND						
MISCELLANEOUS REVENUE						
026-000-45002 INTEREST EARNED	107	110	0	0	0	0
026-000-45029 ABATEMENT SERVICES	1,851	4,114	0	0	0	0
TOTAL MISCELLANEOUS REVENUE	1,757	4,224	0	0	0	0
BEGINNING FUND BALANCE						
026-000-49090 BEGINNING FUND BALANCE	26,397	27,414	33,457	0	0	0
TOTAL BEGINNING FUND BALANCE	26,397	27,414	33,457	0	0	0
TOTAL FUND REVENUE	28,154	31,639	33,457	0	0	0

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

	2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
ABATEMENT FUND						
OPERATIONS						
MATERIALS AND SERVICES:						
026-026-61059 CONTRACTED SERVICES	740	2,057	0	0	0	0
TOTAL MATERIALS AND SERVICES	740	2,057	0	0	0	0
TRANSFERS OUT:						
026-026-95001 TRANSFER TO GENERAL FUND	0	0	33,457	0	0	0
TOTAL TRANSFERS OUT	0	0	33,457	0	0	0
TOTAL OPERATIONS	740	2,057	33,457	0	0	0
TOTAL FUND EXPENDITURES	740	2,057	33,457	0	0	0

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

	2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
WATER IMPROVEMENT SDC FUND						
SILVER CREEK WTR SUPP PROJ						
CAPITAL OUTLAY:						
041-042-85010 ARCH & ENGR SERVICES	31,707	25,259	0	0	0	0
TOTAL CAPITAL OUTLAY	31,707	25,259	0	0	0	0
TOTAL SILVER CREEK WTR SUPP PR	31,707	25,259	0	0	0	0
TOTAL FUND EXPENDITURES	94,612	39,022	909,860	766,249	766,249	766,249

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
<u>RESERVE FUND</u>							
<u>MISCELLANEOUS REVENUE</u>							
060-000-45002	INTEREST EARNED	18	0	0	0	0	0
	TOTAL MISCELLANEOUS REVENUE	18	0	0	0	0	0
<u>BEGINNING FUND BALANCE</u>							
060-000-49090	BEGINNING FUND BALANCE	47,519	0	0	0	0	0
	TOTAL BEGINNING FUND BALANCE	47,519	0	0	0	0	0
	TOTAL FUND REVENUE	47,537	0	0	0	0	0

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

		2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
<u>RESERVE FUND</u>							
<u>WATER RESERVE</u>							
<u>TRANSFERS OUT:</u>							
060-062-95040	TRANSFER TO WATER FUND	47,537	0	0	0	0	0
	TOTAL TRANSFERS OUT	47,537	0	0	0	0	0
	TOTAL WATER RESERVE	47,537	0	0	0	0	0
	TOTAL FUND EXPENDITURES	47,537	0	0	0	0	0

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

PARKS & REC IMPROVE SDC FUND

SKATE PARK PROJECT

MATERIALS AND SERVICES:

	2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
072-073-61059 CONTRACTED SERVICES	12,442	0	0	0	0	0
TOTAL MATERIALS AND SERVICES	12,442	0	0	0	0	0
TOTAL SKATE PARK PROJECT	12,442	0	0	0	0	0

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

PARKS & REC IMPROVE SDC FUND

EAST BANK TRAIL PROJECT

CAPITAL OUTLAY:

	2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
072-075-85003 ADVERTISING	0	883	0	0	0	0
072-075-85010 ARCH & ENGR SERVICES	0	20,312	3,000	0	0	0
072-075-85020 CONSTRUCTION COSTS	0	1,050	220,000	0	0	0
TOTAL CAPITAL OUTLAY	0	22,245	223,000	0	0	0
TOTAL EAST BANK TRAIL PROJECT	0	22,245	223,000	0	0	0
 TOTAL FUND EXPENDITURES	 12,442	 22,245	 440,824	 192,360	 192,360	 192,360

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2013-2014

	2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
SENIOR CENTER PROJECT						
INTERGOVERNMENTAL						
219-000-43038	CDBG GRANT PROCEEDS	530,528	31,819	0	0	0
219-000-43170	GRANTS - MISCELLANEOUS	3,190	0	0	0	0
	TOTAL INTERGOVERNMENTAL	533,718	31,819	0	0	0
MISCELLANEOUS REVENUE						
219-000-45002	INTEREST EARNED	171	282	0	0	0
219-000-45014	DONATIONS - GENERAL	5,500	5,000	0	0	0
219-000-45019	MISCELLANEOUS REVENUE	0	2,022	0	0	0
	TOTAL MISCELLANEOUS REVENUE	5,671	7,304	0	0	0
BEGINNING FUND BALANCE						
219-000-49090	BEGINNING FUND BALANCE	(235,365)	31,659	0	0	0
	TOTAL BEGINNING FUND BALANCE	(235,365)	31,659	0	0	0
	TOTAL FUND REVENUE	304,024	70,782	0	0	0

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2013-2014

	2010-2011 FISCAL ACTUAL	2011-2012 FISCAL ACTUAL	2012-2013 FISCAL BUDGET	2013-2014 CITY MNGR PROPOSED	2013-2014 BDGT COMM APPROVED	2013-2014 COUNCIL ADOPTED
SENIOR CENTER PROJECT						
SENIOR CENTER PROJECT						
CAPITAL OUTLAY:						
219-219-85010	ARCH & ENGR SERVICES	13,381	0	0	0	0
219-219-85020	CONSTRUCTION COSTS	258,984	0	0	0	0
	TOTAL CAPITAL OUTLAY	272,365	0	0	0	0
TRANSFERS OUT:						
219-219-95061	TRANSFER TO BLDG IMP RSRV	0	70,782	0	0	0
	TOTAL TRANSFERS OUT	0	70,782	0	0	0
	TOTAL SENIOR CENTER PROJECT	272,365	70,782	0	0	0
	TOTAL FUND EXPENDITURES	272,365	70,782	0	0	0



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CITY OF SILVERTON
RESOLUTION
13-19

A RESOLUTION OF THE SILVERTON CITY COUNCIL CERTIFYING THE CITY'S QUALIFICATIONS TO RECEIVE STATE SHARED REVENUES

WHEREAS, ORS 221.760 provides as follows:

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 sewers
5. Storm sewers
6. Planning, zoning, and subdivision control
7. One or more of utility services

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; and

WHEREAS, the City of Silverton is a city located within a county having more than 100,000 inhabitants.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SILVERTON AS FOLLOWS:

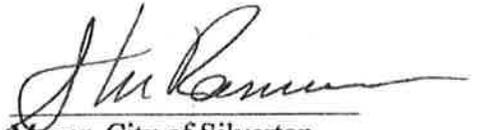
Section 1: The City of Silverton hereby certifies that it provides the following four or more municipal services enumerated in Section 1, ORS 221.760:

1. Police protection
2. Street construction, maintenance, and lighting
3. Sanitary sewers
4. Storm sewers
5. Planning, zoning, and subdivision control
6. Water utility services

Section 2: The City Manager shall take all steps necessary to carry out the intent of this resolution, including transmitting a certified copy of this resolution to the State of Oregon, Department of Administrative Services to establish the City's eligibility for State Shared Revenues.

Section 3: This resolution is and shall be effective from and after its passage by Council.

Adopted by the City Council of the City of Silverton, Oregon this 17th day of June 2013.



Mayor, City of Silverton
Stu Rasmussen

ATTEST



City Manager/Recorder, City of Silverton
Bob Willoughby

CITY OF SILVERTON
RESOLUTION
13-20

A RESOLUTION OF THE SILVERTON CITY COUNCIL DECLARING THE CITY'S ELECTION TO RECEIVE STATE SHARED REVENUES

WHEREAS, the City of Silverton must declare its election to receive state shared revenues.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SILVERTON, AS FOLLOWS:

Section 1: Pursuant to ORS 221.770, the City hereby elects to receive its proportionate share state revenues for fiscal year 2013-2014, and the City Manager is directed to take all steps necessary to carry out the intent of this resolution.

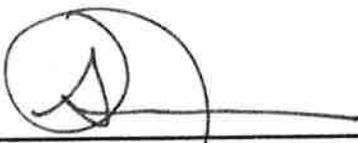
Section 2: This resolution is and shall be effective from and after its passage by Council.

Resolution adopted by the City Council of the City of Silverton, this 17th day of June, 2013.



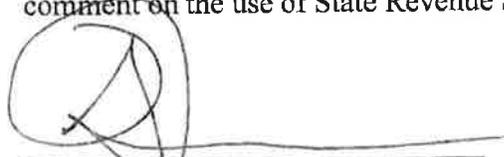
Mayor, City of Silverton
Stu Rasmussen

ATTEST:



City Manager/Recorder, City of Silverton
Bob Willoughby

I certify that a public hearing before the Budget Committee was held on May 7, 2013, and a public hearing before the City Council was held on June 17, 2013, giving citizens an opportunity to comment on the use of State Revenue Sharing funds.



Bob Willoughby, City Manager

CITY OF SILVERTON
RESOLUTION
13-21

A RESOLUTION OF THE SILVERTON CITY COUNCIL ADOPTING THE BUDGET, MAKING APPROPRIATIONS, AND DECLARING THE AD VALOREM PROPERTY TAX RATE TO BE CERTIFIED TO THE COUNTY ASSESSOR

WHEREAS, May 28, 2013, the City of Silverton Budget Committee, after appropriate deliberation and public hearing, approved the budget for fiscal year 2013-2014; and

WHEREAS, in accordance with Oregon Budget Law, the City seeks to adopt a budget and appropriate City expenditures for fiscal year 2013-2014; and

WHEREAS, the City seeks to declare the ad valorem property taxes for fiscal year 2013-2014 to the Marion County Tax Assessor.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SILVERTON AS FOLLOWS:

Section 1: That The City Council hereby declares and certifies to the Marion County Tax Assessor the following ad valorem property taxes are hereby imposed for fiscal year 2013-2014 upon the assessed value of all taxable property within the tax district of the City of Silverton:

In the amount of \$ 3.6678 per \$1,000 of assessed value for permanent rate tax;
In the amount of \$ 275,000 for local option tax; and
In the amount of \$ 223,142 for debt service for general obligation bonds.

	<u>General Government</u>	<u>Excluded from the Limitation</u>
General Fund	\$ 3.6678/ \$1,000	
Local Option Tax	\$ 275,000	
GO Bonded Debt		\$223,142

Section 2: The City Council of the City of Silverton hereby adopts the budget for fiscal year 2013-2014 (July 1, 2013 through June 30, 2014) in the sum of \$22,464,767, now on file at City Hall.

Section 3: The City Council makes the following appropriations in the amounts stated for fiscal year 2013-2014 and for the following purposes by Fund:

GENERAL FUND

Non-Departmental	\$ 518,200
City Council	11,300
City Management	337,614
Finance	436,804
Police	2,379,595
Parking	47,131
Planning	238,017
Facilities Maintenance	333,696
Parks and Recreation	255,089
Computer Services	49,000
Contingency	<u>1,282,605</u>
Fund Total	\$ 5,889,051

ELECTRICAL INSPECTION FUND

Personal Services	\$ 3,651
Materials & Services	7,900
Transfers	6,961
Contingency	<u>9,323</u>
Fund Total	\$ 27,835

BUILDING OPERATIONS FUND

Personal Services	\$ 10,953
Materials & Services	33,760
Transfers	376
Contingency	<u>8,757</u>
Fund Total	\$ 53,846

TRANSPORTATION FUND

Personal Services	\$ 79,612
Materials & Services	18,550
Transfers	3,446
Contingency	<u>9,398</u>
Fund Total	\$ 111,006

POOL OPERATIONS LEVY FUND

Materials & Services	\$ 186,150
Capital	60,300
Contingency	10,467
Reserve – Pool Capital Imp	<u>6,833</u>
Fund Total	\$ 263,750

TRANSIENT TAX FUND

Materials & Services	\$ 166,591
Transfers	64,795
Contingency	<u>19,000</u>
Fund Total	\$ 250,386

STREET FUND

Personnel Services	\$ 188,736
Materials & Services	115,900
Capital Outlay	34,800
Transfers	177,005
Contingency	219,648
Reserves	<u>21,516</u>
Fund Total	\$ 757,605

STREET IMPROVEMENT SDC FUND

Capital Outlay	\$ 10,000
Contingency	41,357
Reserves	<u>253,335</u>
Fund Total	\$ 304,692

STREET REIMBURSEMENT SDC FUND

Contingency	\$ 45,337
Fund Total	\$ 45,337

STORM WATER IMPROVEMENT SDC FUND

Capital Outlay	\$ 3,000
Contingency	<u>473,520</u>
Fund Total	\$ 476,520

STREET MAINTENANCE FEE FUND

Materials & Services	\$ 130,000
Capital Outlay	<u>65,000</u>
Fund Total	\$ 195,000

STORMWATER FEE FUND

Capital Outlay	\$ 39,000
Fund Total	\$ 39,000

SEWER FUND

Personal Services	\$ 787,124
Materials & Services	574,415
Capital Outlay	55,990
Debt Service	825,292
Transfers	538,631
Reserves	5,780
Contingency	<u>174,000</u>
Fund Total	\$ 2,961,232

SEWER IMPROVEMENT SDC FUND

Capital Outlay	\$ 10,000
Contingency	<u>76,265</u>
Fund Total	\$ 86,265

SEWER REIMBURSEMENT SDC FUND

Contingency	\$ <u>40,027</u>
Fund Total	\$ 40,027

SEWER DEBT RESERVE FUND

Reserve for Debt Service	\$ <u>998,971</u>
Fund Total	\$ 998,971

WATER FUND

Personal Services	\$ 598,544
Materials & Services	325,940
Capital Outlay	25,950
Debt Service	121,856
Transfers	536,456
Contingency	327,757
Reserves	<u>201,673</u>
Fund Total	\$ 2,138,176

WATER IMPROVEMENT SDC FUND

Capital Outlay	\$ 25,000
Transfers	5,000
Contingency	<u>736,249</u>
Fund Total	\$ 766,249

WATER REIMBURSEMENT SDC FUND

Transfers	\$ 30,000
Contingency	<u>59,657</u>
Fund Total	\$ 89,657

GO DEBT SERVICE FUND

Debt Services	\$ 260,350
Unappropriated Fund Balance	<u>12,675</u>
Fund Total	\$ 273,025

DEBT SERVICE FUND

Debt Services	\$ 161,450
Contingency	<u>12,431</u>
Fund Total	\$ 173,881

BUILDING CAPITAL IMP RESERVE FUND

Capital Outlay	\$ 15,000
Reserves	<u>395,366</u>
Fund Total	\$ 410,366

GENERAL OPERATING RESERVE FUND

Contingency	\$ 250,000
Reserves	<u>496,403</u>
Fund Total	\$ 746,403

PARKS FEE FUND

Personal Services	\$ 3,623
Materials & Services	9,650
Capital Outlay	74,227
Contingency	<u>10,000</u>
Fund Total	\$ 97,500

PARKS & REC IMPROVEMENT SDC FUND

Capital Outlay	\$ 160,000
Contingency	<u>32,360</u>
Fund Total	\$ 192,360

ASSESSMENT FUND

Materials & Services	\$ 4,000
Debt Service	437,170
Contingency	<u>216,725</u>
Fund Total	\$ 657,895

CDBG HOUSING REHAB FUND

Materials & Services	\$ 130,000
Transfers	3,735
Contingency	<u>228,123</u>
Fund Total	\$ 361,858

DAM EARLY WARNING SYS PROJ FUND

Material & Services	\$ <u>216,193</u>
Fund Total	\$ 216,193

WWTP DIGESTER PROJECT FUND

Capital Outlay	\$ <u>641,218</u>
Fund Total	\$ 641,218

STEELHAMMER LID PROJECT FUND

Transfers	\$ <u>252,433</u>
Fund Total	\$ 252,433

STREET CAPITAL PROJECT FUND

Capital Outlay	\$ 113,939
Reserves	<u>15,000</u>
Fund Total	\$ 128,939

STORM WATER CAPITAL PROJECT FUND

Capital Outlay	\$ <u>80,125</u>
Fund Total	\$ 80,125

SEWER CAPITAL PROJECT FUND

Capital Outlay	\$ <u>62,457</u>
Fund Total	\$ 62,457

WATER CAPITAL PROJECT FUND

Capital Outlay	\$ <u>477,797</u>
Fund Total	\$ 477,797

PARKS CAPITAL PROJECT FUND

Capital Outlay	\$ <u>472,673</u>
Fund Total	\$ 472,673

FLEET REPLACEMENT FUND

Capital Outlay	\$ 25,529
Transfers	61,181
Reserves	<u>720,797</u>
Fund Total	\$ 807,507

MAJOR EQUIP REPLACEMENT FUND
 Capital Outlay \$ 115,000
 Reserves 681,330
 Fund Total \$ 796,330

EXTENDED LEAVE FUND
 Personnel Services \$ 73,113
 Personnel Services 48,089
 Fund Total \$ 121,202

Section 4: The City Council hereby directs the City Manager/ Recorder to certify to Marion County Clerk and the County Assessor the tax levy made by this resolution and shall file with them the required documents as required by Oregon Budget Law on or before July 15, 2013.

Section 5: That this resolution is and shall be effective from and after its passage by the City Council.

Resolution adopted by the City Council of the City of Silverton this 17th day of June, 2013.



 Mayor, City of Silverton
 Stu Rasmussen

ATTEST: 

 City Manager/Recorder, City of Silverton
 Bob Willoughby



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