



CITY OF SILVERTON
BUDGET
FISCAL YEAR 2015-2016

City of Silverton
Budget Committee
Fiscal Year 2015-2016

Mayor:

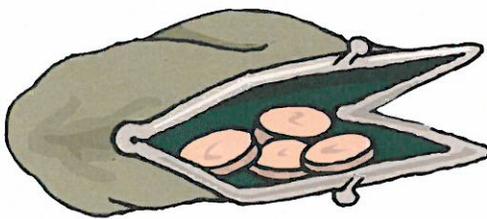
Rick Lewis

Council Members:

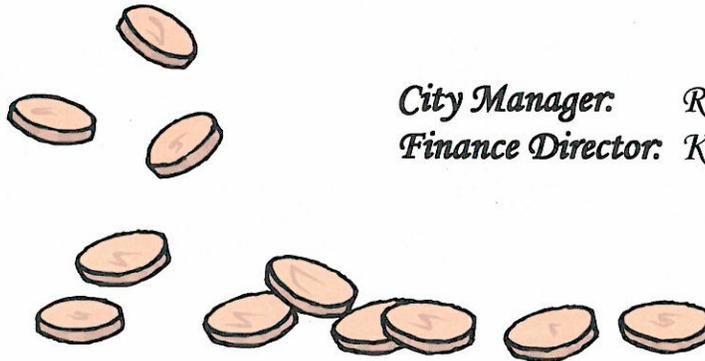
Laurie Carter
Jason Freilinger
Ken Hector
Kyle Palmer
Dana Smith
Jim Sears

Citizen Members:

Jennie Messmer
Aaron Koch
Richard Bittner
Steve Kaser
Jeff Desantis
Chris Childs
Kara Bachand



City Manager: *Robert Willoughby*
Finance Director: *Kathleen Zaragoza*



CITY OF SILVERTON, OREGON
2015-2016 Budget Calendar

- 01/15/2015 Worksheets distributed to Department Heads.
- 02/13/2015 Last day to submit proposed budgets to Finance.
- 02/24/2015 Last day to submit proposed narratives to Finance.
- 03/02/2015 City Manager meetings with Department Heads begin.
- 03/25/2015 City Manager to complete budget message.
- 04/01/2015 Notice of first budget meeting to paper.
- 04/08/2015 **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.)
- 04/10/2015 **Post on website second notice** of first Budget Committee meeting. (Must be posted at least 10 days before the first budget meeting.)
- 04/14/2015 Deliver Preliminary Budgets to Budget Committee, and Department Heads.
- 04/21/2015 **First Budget Committee meeting** and State Revenue Sharing Budget Hearing. (Meetings will be held in Council Chambers starting at 6:00 pm) (Tuesday)
- 04/23/2015 Second Budget Committee meeting. (Thursday)
- 04/28/2015 Third Budget Committee meeting. (Tuesday)
- 04/30/2015 Fourth Budget Committee meeting. (Thursday)
- 05/05/2015 Fifth Budget Committee meeting. (Tuesday)
- 05/07/2015 Sixth Budget Committee meeting. (Thursday)
Additional Budget Committee meetings will be added if necessary.
- 05/13/2015 Send budget summaries and notice of council hearing to paper.
- 05/20/2015 **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.
- 06/01/2015 Budget Hearing before City Council for adoption of appropriations, tax rate, bonded debt levy and acceptance of State Revenue Sharing.
- 07/10/2015 Submit Notice of Property Tax Levy to County Assessor.

CITY OF SILVERTON

Table of Contents 2015-2016 Fiscal Year

Introductory Section

Budget Message	1
Summary by Fund Type Graph.....	7
Budget Summary	8
Sources of Funding Between Funds	9
General Fund Graphs	10

Budget Detail Section

General Fund.....	12
Electrical Inspections Fund.....	42
Building Operations Fund.....	44
Transportation Fund.....	48
Pool Operations Levy Fund	52
Transient Tax Fund.....	54
Street Fund.....	56
Street Improvement SDC Fund.....	60
Street Reimbursement SDC Fund.....	62
Stormwater Improvement SDC Fund	64
Stormwater Reimbursement SDC Fund.....	66
Streetlight Improvement Fund	68
Street Maintenance Fee Fund.....	70
Stormwater Fee Fund.....	72
Sewer Fund	74
Sewer Improvement SDC Fund	80
Sewer Reimbursement SDC Fund	84
Sewer Debt Reserve Fund.....	86
Water Fund.....	88
Water Improvement SDC Fund	96
Water Reimbursement SDC Fund	98
General Obligation Debt Service Fund.....	100
Debt Service Fund.....	102
Building Capital Improvement Reserve Fund	104
General Operating Reserve Fund.....	106
Parks Fee Fund.....	108
Parks & Recreation Improvement SDC Fund.....	110
Assessment Fund	114
CDBG Housing Rehab Fund	116
Capital Project Funds.....	118
Internal Service Funds	132
Discontinued Funds and Programs	140
Resolutions	143



This page intentionally left blank



**Fiscal Year 2015-2016 Budget Message
City of Silverton, Oregon
April 21, 2015**

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

INTRODUCTION

This year's budget is increased over what was budgeted last year primarily due to an increase in capital expenditures. The City is providing a budget for the 2015-2016 that increases police services to allow the recreation of the School Resource Officer (SRO) position. This was a position that was discontinued with the downturn of the economy and the decline of property tax revenues. The City constructed Pioneer Park during the prior fiscal year so more parks are available for residents of Silverton.

During the last fiscal year the City experienced an increase in new residential home construction. These new homes provide revenue for capital in the form of system development charges, but will also require additional services and increase the expenditures related to inspections and utility billing. Construction has leveled during the last several months however commercial building has increased.

Staffing in the budget being presented is increased by one position: the SRO. The School District will pay 75% of the cost of the new SRO. During the summer, when school is not in session, the SRO will be available for city-wide duty, including vacation relief. There has also been a new allocation for the Administrative Assistant/ City Clerk position. This position will spend greater time performing City Administration functions rather than Planning functions.

In the upcoming fiscal year, there is a sewer rate, and water rate increase that was passed by City Council at the April 6th Council meeting. The rate increases will take effect July 1, 2015. The budget could not be balanced with the planned capital improvements without these rate increases. The Storm Water Fee is also being increased in the proposed budget by \$2. This will increase the fee from \$1 to \$3 per equivalent dwelling unit effective July 1, 2015.

City of Silverton FY 2015-2016 Budget Message

The total proposed budget (all funds) for 2015-2016 fiscal year is **\$32,630,425**. This is a 25.96% increase over the prior fiscal year's adopted budget. If you exclude transfers, contingencies and reserves the total proposed expenditures are **\$16,231,156** for FY 2015-2016, which is a 20.88% increase (\$2,804,162) from the FY 2014-2015 adopted budget. The increase is primarily due to the increase in the capital portion of the budget and the increase in the Police budget due to the increased staffing level.

The budget document is organized and prepared by program and 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 total General Fund budget is **\$7,198,933**, which represents a 16.39% increase (\$1,013,721) over fiscal year FY 2014-2015. This year's contingency and reserve for General Fund is \$1,279,786, or 17.78% of the total fund expenditures, as compared to last year's contingency of \$1,579,975. The City attempts to maintain a minimum of 15% for each Fund's contingency and this surpasses the minimum. A General Fund contingency of at least 15% is necessary as the City needs to have funds available to pay for program expenditures that are paid primarily with property taxes. The majority of Property Tax revenues are received in December as most property owners pay their taxes by November 15 to receive a 3% discount. To meet the future financial needs from July 1, 2015 through November 30, 2015 for services funded primarily by property taxes, such as those provided by the Police Department and for parks, the City needs to have a cash reserve for these expenditures of \$869,037 for police payroll costs and \$56,781 for parks payroll costs, for a total of \$925,818. This is based on the budgeted payroll for fiscal year 2015-2016.

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 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 **\$2.4 million** in property tax receipts. This is a projected increase of approximately 2.63% over the estimated taxes to be received for the current fiscal year. The increase in property taxes is partly due to the increase in real market value that has also increased the assessed value for some properties whose real market value was less than the assessed value. The other factor is the value of new properties constructed and on the tax roll by January 1, 2015. As we have done in the past, the City is taking a conservative approach with property tax projections.

WORKFORCE

There is one new positions included in the FY 2015-2016 budget. The proposed budget includes the return of the SRO. This position will be funded mostly from intergovernmental revenues received from the Silver Falls School District. It is anticipated that the School District will pay 75% of the cost and the City will cover the remaining cost. The position

**City of Silverton
FY 2015-2016 Budget Message**

will provide an Officer presence at the schools during the school year and vacation relief for the city in the summer.

PROPRIETARY FUNDS

The proprietary funds include water, sewer, and internal service funds. The FY 2015-2016 budget assumes an increase in water and sewer rates to fund the budgeted operations and capital projects of those funds.

CAPITAL PROJECTS FOR FY 2015-2016

027 Street Construction	\$ 451,065
030 Sewer – two control-building pump station replacements and two aeration basin mixer replacement	87,000
040 Water fluoride dosing equipment replacement	85,000
070 Old Mill Park continuation of alterations	25,000
070 Coolidge-McClaine Park new restroom facility and new equipment at other parks	125,000
212 Waste Water Treatment Plant Supernatant Wet Well Project	865,665
320 James Street Bridge Girder Repainting & sidewalk repair	90,947
320 Other Street capital improvements	319,645
323 Olson Ditch project	464,650
323 Phase 1 of North 2 nd St storm water project	623,000
330 Sewer line repair and rehabilitation	409,050
340 Silver Creek Intake pipeline & Anderson Drive PRV	852,403
340 Westside 2MG Reservoir	<u>100,000</u>
Total	\$ 4,498,425

NEW FUNDS/PROGRAMS/PROJECTS

No new funds are being created in the proposed budget.

ADMINISTRATIVE TRANSFERS

Some General Fund positions or programs are partially funded by administrative transfers from the Sewer, Water, Street, Electrical Inspection, and Building Operations Funds. For several years, the Budget Committee has asked for a justification of these transfers. Any justification is a snapshot in time and only applies to the period of time covered by the justification. Each budget, on the other hand, is unique in the projects and programs for that year. As those projects and programs change, the allocation of costs for General Fund support should be different. Rather than trying to “justify” this allocation each year, staff has attempted to calculate a “typical” or “baseline” allocation to be used each year as the starting point for the administrative transfers in a particular budget.

For the last six months, General Fund staff (City Manager, Finance, Planning, Facilities Maintenance, Computer Services, and Non Departmental) have been tracking what percentage of their time has been spent on Sewer, Water, Streets, etc. issues. It is the opinion of staff that this allocation is typical of what will be done for these enterprise funds every year. These percentages, once accepted by the City Council, become the “baseline” or

**City of Silverton
FY 2015-2016 Budget Message**

starting point for future budgets including next year's. The typical allocation was reduced to a spreadsheet and taken to the April 6 and 20 Council meetings. The Council approved a baseline allocation for administrative transfers for future budgets including this one. The only changes from the baseline for this budget is in the Planning Fund. The administrative transfer from the Street Fund into this fund was increased by 5% to account for the work the Planning Director will have to do next year on a new Transportation Master Plan. Otherwise, the administrative transfers are all consistent with the baseline approved by the Council.

CONCLUSION

The City of Silverton is in a strong financial position for the majority of funds. The only areas to be closely monitored are the Electrical Inspection Fund and the Building Operations Fund. Both funds need to build a healthy fund balance to sustain future downturns. Despite a recent increase in construction, they cannot be balanced next year without spending most of the available beginning fund balances. Our reserves are gone. Staff will need to look at an administrative fee and a fee increase to avoid a deficit in future budgets. Property taxes are expected to be closer to the 3% growth of assessed values. The City has done a good job of addressing rates for sewer, water and the three new fees established two years ago. Even so, the City needs to look at fees for services in other areas such as planning services, records requests in the Police Department, and parking fines.

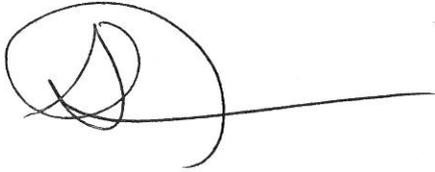
Finally, to the extent possible, infrastructure improvements and repairs need to be made on a "pay as we go" basis. Debt, especially in the debt-laden Sewer Fund, needs to be kept to an absolute minimum. We won't be proposing any 40 year loans to pay for infrastructure that will only last 20 or 30 years as has been done here in the past. This practice did keep utility rates artificially low in the early years, but has doubled or tripled our costs in the current years. An example of the new pay as we go philosophy is found in the Sewer Capital Improvement Fund and the Sewer SDC Capital Project Fund. Large reserves have been set aside in those funds for future capital projects. Unfortunately, this will not be possible in the Storm Water Fee Fund. We cannot start the top two priority storm water projects (Olson's Ditch and North 2nd Street Project) without incurring \$700,000 in new debt. For this fund, it is only because of the \$2 per month increase in the storm water fee that the debt component of the fund has been kept as low as it is.

The City continues to have dedicated staff and management with many years of experience in their respective fields. As you can see by this budget, many improvements to infrastructure for streets, sewer and water are planned for fiscal year 2015-2016. These types of improvements have been discussed by City Council, Management and staff. The improvements will help improve the livability of Silverton and by being pro-active for street repairs will decrease the need for much more costly types of street replacement. The City of Silverton continues to be a wonderful community in which to live, work, and visit. It is important that City staff as well as the community remember that this is a partnership where everyone plays a part in what type of community Silverton remains or becomes.

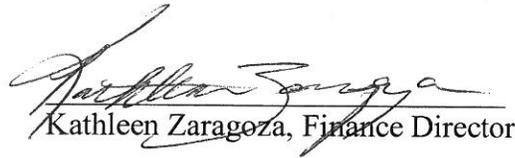
**City of Silverton
FY 2015-2016 Budget Message**

I look forward to working with the Budget Committee and Council in the next year. With this budget, we are poised to move the City forward in many positive ways. I want to thank the Budget Committee for your time and work on next year's budget. I especially want to thank the Department Heads for all of the time they have spent looking at allocations, capital projects and paring down rate increases to the absolute minimum. There is still much work to do in the next 3 or 4 years. We are only getting started in finally addressing our pressing infrastructure needs. This budget will start that journey and increase the service level provided by the Police Department to the community by re-instating of the School Resource Officer in the budget. Management staff will be available to answer questions as you review this budget and an appropriate appropriation level for the City.

Sincerely,



Robert S. Willoughby, City Manager

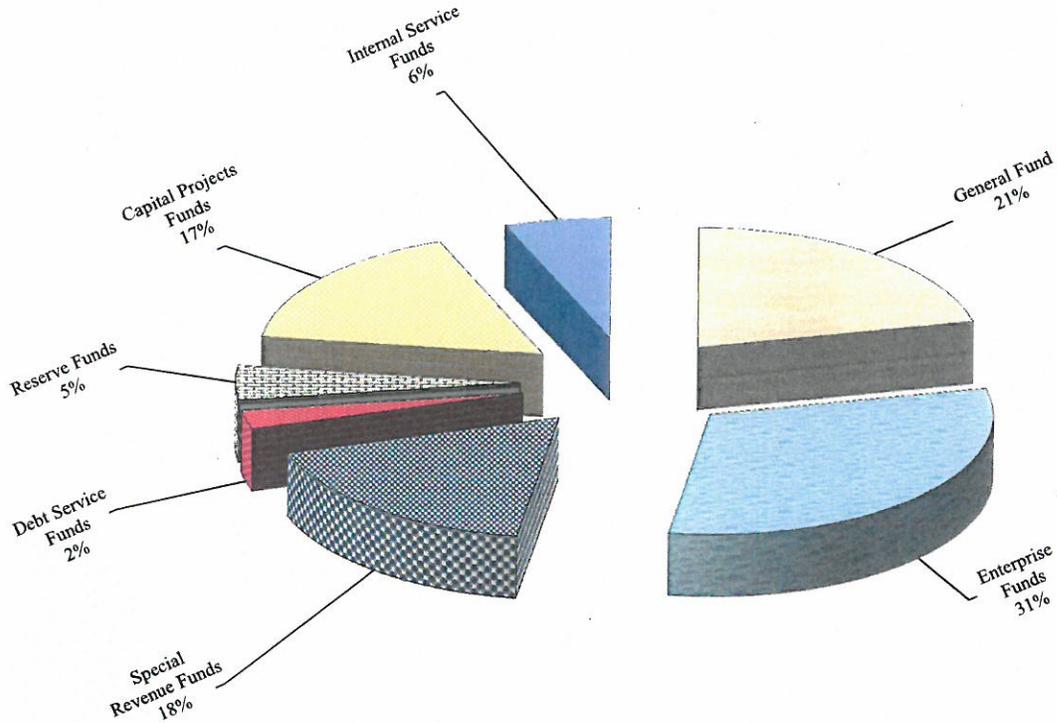


Kathleen Zaragoza, Finance Director



This page intentionally left blank

CITY OF SILVERTON
Summary By Fund Type
Fiscal Year 2015 - 2016



Fund Type	Amount
General Fund	\$7,205,433
Enterprise Funds	10,485,603
Special Revenue Funds	5,970,518
Debt Service Funds	856,999
Reserve Funds	1,568,801
Capital Projects Funds	5,736,650
Internal Service Funds	2,011,337
Total	\$33,835,341

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 is the General Fund.

**CITY OF SILVERTON
BUDGET SUMMARY
FISCAL YEAR 2015-2016**

	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	\$2,569,032	\$8,993	\$70,035	\$2,115,813	\$3,059,910	\$2,129,366	\$340,773	\$1,243,431	\$1,363,401	\$1,705,053	\$1,709,756	\$16,315,563
Property Taxes current year	2,395,600						277,975	259,650				2,933,225
Fees, Licenses, Permits, Assmnts, Fines & charges	805,920	25,000	109,780	500,355	3,257,177	1,956,750	59,903	391,990				7,106,875
Intergovernmental, Grants and Donations	308,769			445,000				86,500		412,000		1,252,269
All Other Revenues	121,100	50	296	706,675	10,400	7,000	1,900	6,950	5,400	2,525	7,960	870,256
Transfers	1,005,012				65,000		176,448		200,000	3,617,072	293,621	5,357,153
Total Resources	7,205,433	34,043	180,111	3,767,843	6,392,487	4,093,116	856,999	1,988,521	1,568,801	5,736,650	2,011,337	33,835,341
Non-Departmental	349,775											349,775
City Council	76,675											76,675
City Manager	340,169											340,169
Finance	377,778											377,778
Municipal Court	76,239											76,239
Police	2,495,493											2,495,493
Police Reserves	1,650											1,650
Parking Enforcement	62,911											62,911
Planning	222,206											222,206
Facilities Maintenance	309,094											309,094
Parks & Recreation	230,899											230,899
Computer Services	57,950											57,950
Personnel		3,790	136,068	194,287	786,595	589,783		70,013			73,113	1,853,649
Materials & Services		20,150	7,200	256,225	490,465	309,590	6,000	536,193		140,850		1,766,673
Capital				701,127	135,361	220,790		673,956	50,000	4,695,800	850,937	7,347,971
Debt Service					828,642	193,726	624,692					1,647,060
Total Expenditures	4,620,839	23,940	143,268	1,151,639	2,241,063	1,313,889	630,692	1,280,162	50,000	4,836,650	924,050	17,216,192
Transfers Out	379,035	6,626	22,662	1,942,498	1,606,939	1,331,373		68,020				5,357,153
Contingency	1,279,741	3,477	14,181	620,158	1,087,130	1,234,860	213,632	556,939	1,014,784		48,969	6,073,871
Reserves	925,818			53,548	1,457,355	212,994		83,400	504,017	900,000	1,038,318	5,175,450
Unappropriated Ending Balance							12,675					12,675
Total Other Uses	2,584,594	10,103	36,843	2,616,204	4,151,424	2,779,227	226,307	708,359	1,518,801	900,000	1,087,287	16,619,149
Total Expenditures & Other Uses	7,205,433	34,043	180,111	3,767,843	6,392,487	4,093,116	856,999	1,988,521	1,568,801	5,736,650	2,011,337	33,835,341

CITY OF SILVERTON

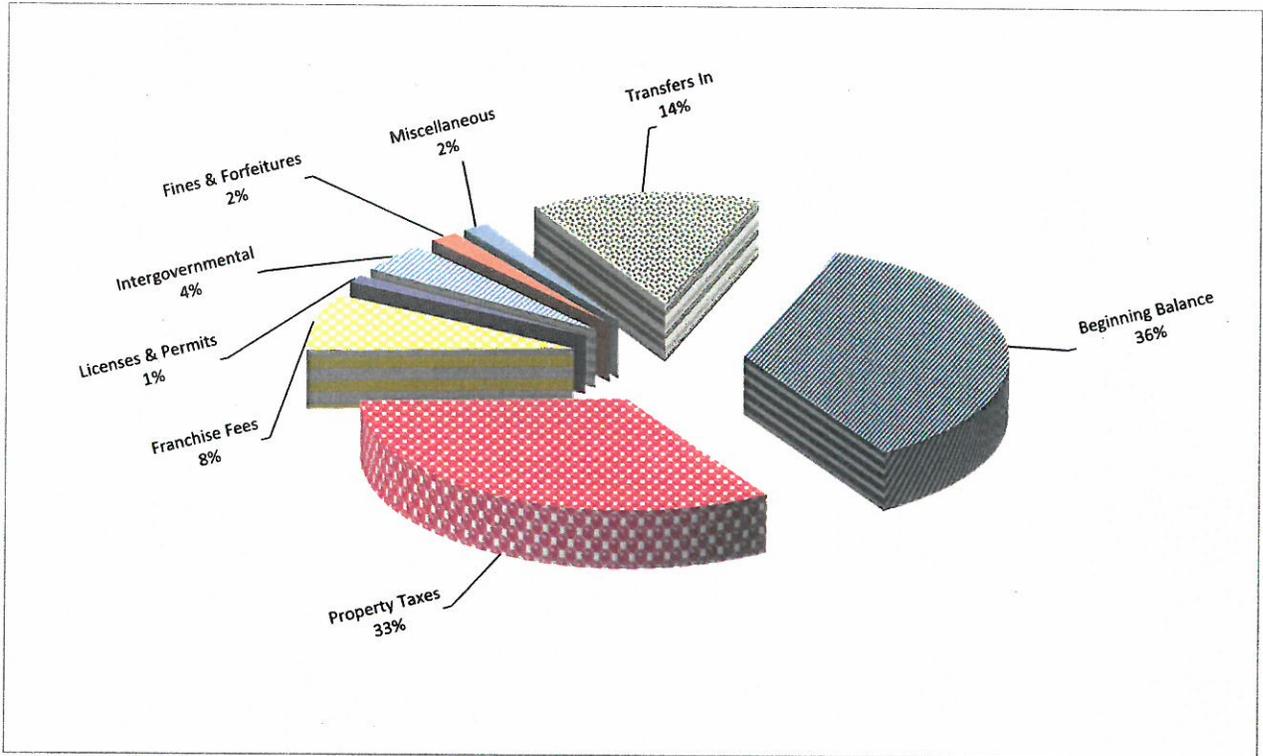
SOURCES OF FUNDING BETWEEN FUNDS

Fiscal Year Ending June 30, 2016

INDIRECT COST TRANSFERS

General Fund (010)	General (010)		Sewer (030)		Water (040)		Street (020)		Inspection (011)		Building Operations (012)		(013) Transprtn		(017) Transient Tax
	%	\$	%	\$	%	\$	%	\$	%	\$	%	\$	%	\$	
Expenditures	Total														
012 City Council	76,675	41.1%	53,637	19,866	25.9%	19,866	6.5%	4,967	0.65%	497	0.00%	497			
013 City Manager	340,169	54.0%	190,494	57,829	20.0%	64,632	5.0%	23,812	0.50%	1,701	0.50%	1,701			
015 Finance	377,778	28.5%	59,312	149,222	30.0%	152,056	10.0%	11,333	0.50%	1,133	1.00%	4,722			
020 Municipal Court	76,239	100.0%	76,239	0	0.0%	0	0.0%	0	0.00%	0	0.00%	0			
050 Police	2,495,493	100.0%	2,495,493	0	0.0%	0	0.0%	0	0.00%	0	0.00%	0			
057 Police Reserves	1,650	100.0%	1,650	0	0.0%	0	0.0%	0	0.00%	0	0.00%	0			
100 Parking Enforcement	62,911	100.0%	62,911	0	0.0%	0	0.0%	0	0.00%	0	0.00%	0			
151 Planning	209,206	63.5%	122,385	31,381	15.0%	31,381	5.0%	20,921	0.50%	1,046	1.00%	2,092			
152 Planning Grants	13,000	100.0%	13,000	0	0.0%	0	0.0%	0	0.00%	0	0.00%	0			
190 Facilities Maintenance	309,094	66.0%	204,621	46,364	15.0%	46,364	3.0%	9,273	0.50%	927	0.50%	1,545			
225 Parks & Recreation	230,899	100.0%	230,899	0	0.0%	0	0.0%	0	0.00%	0	0.00%	0			
300 Computer Services	57,950	44.0%	25,206	14,488	25.0%	14,488	5.0%	2,898	0.50%	290	0.50%	580			
011 Non-Departmental	369,775	44.8%	163,809	92,444	25.0%	92,444	5.0%	18,489	0.20%	740	0.00%	1,849			
011 Contingency & Reserves	2,205,559	100.0%	2,205,559	0	0.0%	0	0.0%	0	0.00%	0	0.00%	0			
011 Transfers															
011 Debt Service	114,657	83.30%	95,509	8,141	7.10%	8,141	2.20%	2,522	0.10%	115	0.20%	229			
011 Building Imp Reserve	200,000	89.00%	178,000	10,000	5.00%	10,000	1.00%	2,000	0.00%	0	0.00%	0			
011 Fleet Replacement	34,458	90.00%	31,011	1,551	4.50%	1,551	1.00%	345	0.00%	0	0.00%	0			
011 Major Equipment Replcmnt	29,920	44.60%	13,341	7,480	25.00%	7,480	5.00%	1,496	0.16%	48	0.25%	75			
Total	7,205,433		6,223,076	438,766		448,403		98,056		6,497		13,290	0	0	0
OTHER TRANSFERS:															
021 Street Imp SDC	(459,847)														
023 Storm Water Imp SDC	(263,995)														
028 Storm Water Fees	(843,527)														
036 Sewer Debt Reserve	65,000														
041 Water Imp SDC to Water CIP	(371,600)														
051 Debt Svc Fund	176,448		(114,657)	(27,439)		(20,192)		(6,298)		(129)		(4,713)		(3,020)	
061 Building Capital Imp Rsvr	200,000		(200,000)												
217 Steelhammer LID Project	459,847		(200,000)												
320 Street CIP	220,000							(220,000)							
323 Storm Water CIP	1,087,650														
330 Sewer CIP	1,052,975		(1,052,975)												
340 Water CIP	796,600					(425,000)									
600 Fleet Replacement	200,473		(34,458)	(65,870)		(45,765)		(29,849)				(4,659)			
610 Major Equip Replacement	93,148		(29,920)	(21,889)		(20,413)		(20,926)							
Total Other Transfers In	4,352,141		0	0		0		0		0		0	0	0	0
Total Other Transfers Out	1,938,969		379,035	1,168,173		511,370		277,073		129		9,372	3,020	65,000	

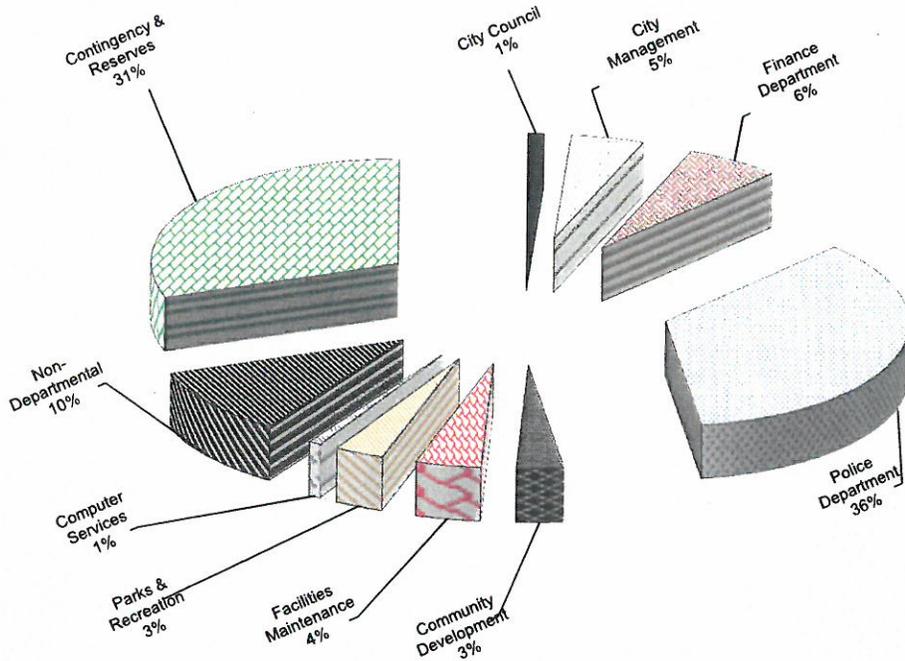
CITY OF SILVERTON
 General Fund Revenue
 Fiscal Year 2015 - 2016



Source	Amount
Beginning Balance	\$2,569,032
Property Taxes	2,395,600
Franchise Fees	597,500
Licenses & Permits	83,620
Intergovernmental	308,769
Fines & Forfeitures	124,800
Miscellaneous	121,100
Transfers In	1,005,012
Total	\$7,205,433

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

CITY OF SILVERTON
General Fund Expenditures
Fiscal Year 2015 - 2016



Use	Amount	
City Council	\$76,675	1%
City Management	340,169	5%
Finance Department	454,017	6%
Police Department	2,560,054	36%
Community Development	222,206	3%
Facilities Maintenance	309,094	4%
Parks & Recreation	230,899	3%
Computer Services	57,950	1%
Non-Departmental	748,810	10%
Contingency & Reserves	2,205,559	31%
Total	\$7,205,433	

The largest use of General Fund resources is for Police services. The Second largest use is for non-departmental services which is primarily insurance costs. Many of the other programs are partially supported by transfers in.

REVENUE BUDGET NARRATIVE
Fiscal Year 2015-2016

FUND: GENERAL

Budget Comments

Following provides 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 and to use the City's right-of-way. 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.

Fees and Permits: The City charges fees 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 source provides funding for services until property tax revenue and other revenue sources are collected. Property tax revenue is not received until late November of each year.

CITY OF SILVERTON

REVENUES

FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
GENERAL FUND							
PROPERTY TAXES							
010-000-40001	PROPERTY TAXES CURRENT	2,146,989	2,197,526	2,133,967	2,343,600	2,343,600	2,343,600
010-000-40002	PROPERTY TAXES DELINQUENT	59,389	90,302	50,000	52,000	52,000	52,000
	TOTAL PROPERTY TAXES	2,206,379	2,287,828	2,183,967	2,395,600	2,395,600	2,395,600
FRANCHISE FEES							
010-000-41001	NORTHWEST NATURAL GAS	125,310	135,213	122,000	125,000	125,000	125,000
010-000-41002	PORTLAND GENERAL ELECTRIC	240,404	239,150	220,000	340,000	340,000	340,000
010-000-41003	COMMUNICATION FRANCHISE	9,615	14,731	13,000	14,500	14,500	14,500
010-000-41004	REFUSE FRANCHISE FEES	70,746	73,227	60,000	70,000	70,000	70,000
010-000-41005	CABLE COMMUNICATIONS	50,449	52,836	48,000	48,000	48,000	48,000
	TOTAL FRANCHISE FEES	496,526	515,157	463,000	597,500	597,500	597,500
FEES AND PERMITS							
010-000-42006	PEG FEES FOR SCAN TV	2,052	2,020	1,000	2,000	2,000	2,000
010-000-42103	LIQUOR LICENSE FEES	1,110	1,050	700	1,000	1,000	1,000
010-000-42109	SIGN PERMITS	1,500	1,350	960	720	720	720
010-000-42110	CONDITIONAL USE PERMITS	1,100	1,100	1,100	1,100	1,100	1,100
010-000-42113	LOT LINE ADJUSTMENT FEES	0	0	550	0	0	0
010-000-42114	VARIANCE APPLICATION FEES	0	2,588	725	0	0	0
010-000-42115	PARTITION APPLICATION FEES	1,100	963	550	550	550	550
010-000-42117	SUBDIVISION REVIEW FEES	0	0	2,750	2,750	2,750	2,750
010-000-42119	DESIGN REVIEW FEES	1,013	50	550	550	550	550
010-000-42120	OTHER PLANNING FEES	1,055	400	0	0	0	0
010-000-42121	PARK RESERVATION FEES	2,780	4,515	3,000	3,500	3,500	3,500
010-000-42122	COMMUNITY/ FISCHER RENTAL FEES	2,020	3,902	3,400	5,600	5,600	5,600
010-000-42124	RESERVOIR PARKING FEES	12,365	13,663	9,500	13,000	13,000	13,000
010-000-42125	LIQUOR USE PERMIT FEES	75	100	75	100	100	100
010-000-42130	BUSINESS LICENSE FEES	43,481	47,519	37,000	38,000	38,000	38,000
010-000-42140	LIEN SEARCH FEES	14,630	12,880	10,000	13,000	13,000	13,000
010-000-42159	RETURNED CHECK FEES	1,225	1,147	1,000	1,000	1,000	1,000
010-000-42181	FALSE ALARM FEES	0	25	0	0	0	0
010-000-42183	IMPOUND AND STORAGE FEES	1,800	2,100	500	750	750	750
	TOTAL FEES AND PERMITS	87,306	95,321	73,360	83,620	83,620	83,620
INTERGOVERNMENTAL							
010-000-43002	LIQUOR TAXES	123,647	130,446	96,000	115,600	115,600	115,600
010-000-43003	CIGARETTE TAXES	13,180	12,527	10,800	10,800	10,800	10,800
010-000-43015	STATE SHARED REVENUE	87,685	92,187	70,000	85,000	85,000	85,000
010-000-43060	SCHOOL DIST - SRO SUPPORT	0	0	0	82,769	82,769	82,769
010-000-43063	POLICE EQUIPMENT GRANT	1,074	0	0	1,600	1,600	1,600
010-000-43154	CLG/ SHIPO PLANNING GRANT	14,500	5,044	14,000	6,500	13,000	13,000
010-000-43162	JUVENILE ACCOUNTABILITY GRANT	5,000	0	3,339	0	0	0
010-000-43170	MISC GRANTS & CONTRIBUTIONS	1,150	0	4,500	0	0	0
	TOTAL INTERGOVERNMENTAL	246,235	240,203	198,639	302,269	308,769	308,769
FINES AND FORFEITURES							
010-000-44000	COURT COSTS	11,992	12,678	8,000	10,500	10,500	10,500
010-000-44001	MUNICIPAL COURT FINES	155,386	133,817	115,000	95,500	95,500	95,500
010-000-44006	PARKING FINE REVENUE	2,530	11,031	11,000	12,800	12,800	12,800
010-000-44012	COUNTY CIRCUIT COURT FINES	16,780	17,949	9,000	6,000	6,000	6,000
	TOTAL FINES AND FORFEITURES	186,688	175,475	143,000	124,800	124,800	124,800

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2015-2016

		2012-2013	2013-2014	2014-2015	2015-2016	2015-2016	2015-2016
		FISCAL	FISCAL	FISCAL	CITY MNGR	BDGT COMM	COUNCIL
		ACTUAL	ACTUAL	BUDGET	PROPOSED	APPROVED	ADOPTED
GENERAL FUND							
MISCELLANEOUS REVENUE							
010-000-45002	INTEREST EARNED	22,773	27,727	19,000	40,000	40,000	40,000
010-000-45003	PARKING METERS COLLECTIONS	21,339	39,475	30,000	37,000	37,000	37,000
010-000-45004	MISC - ENGINEERING FEES	325	0	0	0	0	0
010-000-45005	PARKING LOT REVENUE	2,490	4,855	3,700	4,100	4,100	4,100
010-000-45008	MISC - POLICE RECEIPTS	2,444	14,332	2,300	4,000	4,000	4,000
010-000-45014	DONATIONS - GENERAL	6,100	0	0	0	0	0
010-000-45019	MISCELLANEOUS REVENUE	68,617	38,723	20,000	15,000	15,000	15,000
010-000-45020	MAYOR'S BALL PROCEEDS	1,298	45	0	0	0	0
010-000-45023	DONATIONS- DOG PARK	336	0	0	0	0	0
010-000-45025	POOL RENT	8,000	0	0	0	0	0
010-000-45029	ABATEMENT SERVICES	988	0	0	21,000	21,000	21,000
010-000-45080	INSURANCE PROCEEDS	6,975	10,132	0	0	0	0
010-000-45100	WELLNESS/ RECOGNITION PROCEED	906	1,288	0	0	0	0
TOTAL MISCELLANEOUS REVENUE		142,591	136,577	75,000	121,100	121,100	121,100
TRANSFERS IN							
010-000-46011	TRANSFER FROM ELECTRIC INSPEC	5,194	6,836	6,922	6,497	6,497	6,497
010-000-46012	TRANSFER FROM BUILDING OP	10,253	0	9,893	13,290	13,290	13,290
010-000-46020	TRANSFER FROM STREET	51,110	105,536	110,680	98,056	98,056	98,056
010-000-46025	TRANS FROM STREET LIGHT IMP	64,703	0	0	0	0	0
010-000-46026	TRANS FROM ABATEMENT FUND	29,582	0	0	0	0	0
010-000-46030	TRANSFER FROM SEWER	401,020	412,918	439,570	438,766	438,766	438,766
010-000-46040	TRANSFER FROM WATER	401,020	412,918	439,570	448,403	448,403	448,403
010-000-46080	TRANSFER FROM CDBG HOUSING	5,187	3,735	3,603	0	0	0
010-000-46600	TRANSFER FROM FLEET REPLACEM	0	61,181	0	0	0	0
TOTAL TRANSFERS IN		968,069	1,003,124	1,010,238	1,005,012	1,005,012	1,005,012
BEGINNING FUND BALANCE							
010-000-49090	BEGINNING FUND BALANCE	1,874,687	2,110,226	2,038,008	2,569,032	2,569,032	2,569,032
TOTAL BEGINNING FUND BALANCE		1,874,687	2,110,226	2,038,008	2,569,032	2,569,032	2,569,032
TOTAL FUND REVENUE		6,208,480	6,563,911	6,185,212	7,198,933	7,205,433	7,205,433



This page intentionally left blank

EXPENDITURE BUDGET NARRATIVE
Fiscal Year 2015-2016

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. The costs are billed to title companies or user based on report information the City receives showing who made a request and the number of requests made.

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 Property Insurance premiums paid to City County Insurance (CIS), which is expected to increase by about 15% overall from the prior year.

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. This is increased by \$12,000.

Account #61059 covers costs for bond administration fees, \$2,250 for management training, \$7,500 for risk management expenditures and for the Insurance agent of record.

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.

Account # 81003 is for Scan TV capital equipment replacement.

Account #85003 is for a server and cage at the Emergency Operations Center located at the shop.

Contingency and Reserves

The desire is to maintain an amount equal to 15% or greater of the fund's revenues to cover unforeseen circumstances. The reserve is the amount of funds needed to fund police services until property tax collections are received.

Interfund Transfers

Transfers for participation in the one of the two Internal Services Funds; the Major Equipment Replacement Fund, and the Building Improvement Reserve Fund.

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
GENERAL FUND							
NON-DEPARTMENTAL							
MATERIALS AND SERVICES:							
010-011-61009	LIEN SEARCH FEES	4,190	3,580	5,000	5,000	5,000	5,000
010-011-61011	AUDIT SERVICES	24,250	24,970	27,000	27,000	27,000	27,000
010-011-61012	MUNICIPAL CODE SERVICES	855	3,610	1,500	2,500	2,500	2,500
010-011-61016	DUES & MEMBERSHIPS	14,438	13,889	18,000	15,600	15,600	15,600
010-011-61019	INSURANCE	96,602	113,961	143,750	156,200	156,200	156,200
010-011-61024	VEHICLE EXPENSE	396	79	400	400	400	400
010-011-61025	UNEMPLOYMENT CLAIMS	2,318	17,062	32,544	25,000	25,000	25,000
010-011-61045	EQUIPMENT RENTAL	4,019	3,861	4,600	4,600	4,600	4,600
010-011-61058	LEGAL SERVICES	46,925	36,485	60,000	72,000	72,000	72,000
010-011-61059	CONTRACTED SERVICES	380	880	18,350	10,250	10,250	10,250
010-011-61065	EMERGENCY MANAGEMENT	529	1,795	5,000	5,000	5,000	5,000
010-011-62530	WELLNESS & RECOGNITION PROGR	1,912	2,475	3,250	2,500	2,500	2,500
010-011-62572	SCAN TV SERVICES	6,885	12,750	14,500	8,725	8,725	8,725
010-011-62573	SENIOR CENTER SERVICES	50,000	50,000	50,000	15,000	15,000	15,000
	TOTAL MATERIALS AND SERVICES	253,699	285,396	383,894	349,775	349,775	349,775
CAPITAL OUTLAY:							
010-011-81003	CAPITAL - REPLACEMENT	0	0	0	10,000	10,000	10,000
010-011-85003	CAPITAL - NEW	0	0	0	10,000	10,000	10,000
	TOTAL CAPITAL OUTLAY	0	0	0	20,000	20,000	20,000
CONTINGENCY & RESERVES:							
010-011-90001	CONTINGENCY	0	0	1,505,022	1,279,786	1,279,741	1,279,741
010-011-91072	RESERVE - FUTURE EXPENDITURE	0	0	0	925,818	925,818	925,818
	TOTAL CONTINGENCY & RESERVES	0	0	1,505,022	2,205,604	2,205,559	2,205,559
TRANSFERS OUT:							
010-011-95050	TRANSFER TO DEBT SERVICE FUND	0	0	0	114,657	114,657	114,657
010-011-95061	TRANSFER TO BLDG IMP RSRV	0	50,000	200,000	200,000	200,000	200,000
010-011-95062	TRANSFER TO GEN OPERATING FUN	100,000	100,000	0	0	0	0
010-011-95372	TRANSFER TO PARK CIP FUND	2,070	0	0	0	0	0
010-011-95600	TRANSFER TO FLEET REPLACEMENT	0	0	0	34,458	34,458	34,458
010-011-95610	TRANSFER TO MAJOR EQUIP REP	45,000	10,000	15,000	29,920	29,920	29,920
010-011-95620	TRANSFER TO EXTENDED LEAVE	6,016	0	0	0	0	0
	TOTAL TRANSFERS OUT	153,086	160,000	215,000	379,035	379,035	379,035
	TOTAL NON-DEPARTMENTAL	406,785	445,396	2,103,916	2,954,414	2,954,369	2,954,369

EXPENDITURE BUDGET NARRATIVE
Fiscal Year 2015-2016

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 staggered terms. 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 the Mayor and Councilors. This is an increase of \$3,600 to fund League of Oregon Cities 2015 annual conference, Mayor's Association Conference and other training.

Account #61016 provides for the Mayor's Association dues.

Account #61059 provides for the following:

1. \$30,000 Consultant fees relating to Council Goals #1, and #2.
2. \$22,000 To provide a cash match for a Resource Assistance for Rural Environment (RARE) AmeriCorp participant who will assist the consultant relating to Council Goals, including the community survey and keeping the City's website updated.
3. \$10,000 To provide for a financial consultant to update the Long-Range Finance Plan

Account #62574 Community events were spread out in several different line items in the FY2014-15 budget. They are being consolidated under this line item this FY for ease of tracking and managing these expenditures. The changes break down as follows:

1. \$2,500 Silverton Days Fireworks, moved from Transient Lodging Taxes Fund (Account #017-017-62576). Moving this here will free up the Transient fund for tourism grants.
2. \$1,800 Utility Ratepayer Relief fund for Low Income & Senior Residents. This program began in FY2014-15, replacing the "Feed the Meter" program. This is the first year it is budgeted.
3. \$1,600 Flower Baskets were budgeted in FY2014-15 under this line item.
4. \$400 Senior Clean-up Day was budgeted in FY2014-15 under this line item.
5. \$450 Holiday wreaths and swags (\$400) and Silverton Together Holiday craft table (\$50), moved from City Manager Miscellaneous line item.

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016

	2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
<u>GENERAL FUND</u>						
<u>CITY COUNCIL</u>						
<u>MATERIALS AND SERVICES:</u>						
010-012-61001	OFFICE SUPPLIES	52	181	200	250	250
010-012-61005	POSTAGE & FREIGHT	0	200	200	200	200
010-012-61015	TRAVEL, TRAINING & MEETINGS	520	1,044	3,500	7,100	7,100
010-012-61016	DUES & MEMBERSHIPS	120	122	150	175	175
010-012-61059	CONTRACTED SERVICES	0	0	0	82,000	62,000
010-012-62570	MAYOR'S BALL	25	0	0	0	0
010-012-62573	MISCELLANEOUS EXPENSE	100	250	250	250	250
010-012-62574	COMMUNITY PROGRAMS	7,115	2,196	2,000	9,355	6,700
	TOTAL MATERIALS AND SERVICES	7,933	3,992	6,300	99,330	76,675
	TOTAL CITY COUNCIL	7,933	3,992	6,300	99,330	76,675

CITY OF SILVERTON

EXPENDITURES

FISCAL YEAR 2015-2016

	2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
GENERAL FUND						
CITY MANAGEMENT						
PERSONNEL SERVICES:						
010-013-51001	FULL TIME SALARIES	177,288	192,152	201,146	212,750	212,750
010-013-51002	PART TIME SALARIES	4,432	0	0	0	0
010-013-51003	WORKERS COMP INS	531	586	729	774	774
010-013-51004	SOCIAL SECURITY/MEDICARE	13,804	14,421	15,388	16,275	16,275
010-013-51005	HEALTH INSURANCE	31,206	32,227	37,966	37,358	37,358
010-013-51006	LIFE/ DISABILITY INS	651	614	833	854	854
010-013-51007	PERS RETIREMENT	22,210	32,519	35,094	38,838	38,838
	TOTAL PERSONNEL SERVICES	250,124	272,520	291,156	306,849	306,849
MATERIALS AND SERVICES:						
010-013-61001	OFFICE SUPPLIES	1,464	853	1,250	1,250	1,250
010-013-61002	PUBLICATIONS	39	44	220	220	220
010-013-61003	ADVERTISING EXPENSE	455	1,014	1,300	900	900
010-013-61004	COMMUNICATION EXPENSE	1,776	1,359	2,400	3,000	3,000
010-013-61005	POSTAGE & FREIGHT	228	311	500	500	500
010-013-61015	TRAVEL, TRAINING & MEETINGS	2,780	2,435	5,100	5,100	5,100
010-013-61016	DUES & MEMBERSHIPS	1,000	1,210	1,550	1,550	1,550
010-013-61022	EQUIPMENT MAINTENANCE	53	0	250	250	250
010-013-61024	VEHICLE EXPENSE	85	118	750	750	750
010-013-61030	FUEL EXPENSES	89	363	500	500	500
010-013-61045	EQUIPMENT RENTAL	3,950	3,730	4,000	4,200	4,200
010-013-61059	CONTRACTED SERVICES	45,720	10,361	11,500	14,100	14,100
010-013-62573	MISCELLANEOUS EXPENSE	712	215	1,000	1,000	1,000
010-013-71000	MINOR EQUIPMENT	0	675	500	0	0
	TOTAL MATERIALS AND SERVICES	58,351	22,687	30,820	33,320	33,320
CAPITAL OUTLAY:						
010-013-81003	CAPITAL- REPLACEMENT EQUIPMEN	0	0	3,080	0	0
	TOTAL CAPITAL OUTLAY	0	0	3,080	0	0
TRANSFERS OUT:						
010-013-95050	TRANSFER TO DEBT SERVICE	9,958	10,770	11,315	0	0
010-013-95600	TRANSFER TO FLEET REPLACEMENT	0	5,000	5,000	0	0
	TOTAL TRANSFERS OUT	9,958	15,770	16,315	0	0
	TOTAL CITY MANAGEMENT	318,432	310,976	341,371	340,169	340,169

EXPENDITURE BUDGET NARRATIVE
Fiscal Year 2015-2016

PROGRAM: ACCOUNTING & BILLING **STAFF LEVEL 2016: 3.25 FTE**
DEPARTMENT: FINANCE **STAFF LEVEL 2015: 3.25 FTE**
FUND: GENERAL

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 call, email or come into City Hall.

Personnel

<u>Title</u>	<u>2015</u> <u>FTE</u>	<u>2016</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	<u>0.00</u>

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 #61059 covers charges for the maintenance and support of the Caselle software and for shredding services.

Account #61079 covers charges related to Local Government Investment Pool monthly maintenance, bank account and merchant fees charged for payments allocated to the General Fund.

General Note

Finance has implemented an online bill pay for utility customers. Finance is working to improve the online payment system to include the ability to pay for other services or debt owed to the City using the online system. Finance is continuing to monitor the ability to provide all the services they perform for both internal and external customers at the current staffing level.

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016

		2012-2013	2013-2014	2014-2015	2015-2016	2015-2016	2015-2016
		FISCAL	FISCAL	FISCAL	CITY MNGR	BDGT COMM	COUNCIL
		ACTUAL	ACTUAL	BUDGET	PROPOSED	APPROVED	ADOPTED
<u>GENERAL FUND</u>							
<u>FINANCE OFFICE</u>							
<u>PERSONNEL SERVICES:</u>							
010-015-51001	FULL TIME SALARIES	149,953	177,861	194,641	212,006	212,006	212,006
010-015-51002	PART TIME SALARIES	17,356	0	0	0	0	0
010-015-51003	WORKERS COMP INS	509	569	731	795	795	795
010-015-51004	SOCIAL SECURITY/MEDICARE	12,754	13,219	14,924	16,255	16,255	16,255
010-015-51005	HEALTH INSURANCE	30,591	35,658	56,354	59,180	59,180	59,180
010-015-51006	LIFE/ DISABILITY INS	412	460	583	625	625	625
010-015-51007	PERS RETIREMENT	15,809	32,460	35,924	42,106	42,106	42,106
010-015-51009	OVERTIME SALARIES	0	0	440	481	481	481
	TOTAL PERSONNEL SERVICES	227,384	260,227	303,597	331,448	331,448	331,448
<u>MATERIALS AND SERVICES:</u>							
010-015-61001	OFFICE SUPPLIES	1,892	2,062	2,650	2,650	2,650	2,650
010-015-61002	PUBLICATIONS	0	319	350	300	300	300
010-015-61003	ADVERTISING EXPENSE	510	105	1,800	1,500	1,500	1,500
010-015-61004	COMMUNICATION EXPENSE	1,330	1,397	1,650	2,850	2,850	2,850
010-015-61005	POSTAGE & FREIGHT	2,252	2,557	3,500	3,600	3,600	3,600
010-015-61015	TRAVEL, TRAINING & MEETINGS	450	2,299	3,600	3,700	3,700	3,700
010-015-61016	DUES & MEMBERSHIPS	270	310	400	380	380	380
010-015-61022	EQUIPMENT MAINTENANCE	190	0	600	600	600	600
010-015-61045	EQUIPMENT RENTAL	2,245	2,290	3,500	3,500	3,500	3,500
010-015-61059	CONTRACTED SERVICES	16,001	17,379	20,000	21,000	21,000	21,000
010-015-61075	COLLECTION SERVICES	633	97	1,000	500	500	500
010-015-61079	BANK & CHARGE CARD FEES	6,798	5,537	9,000	4,900	4,900	4,900
010-015-62573	MISCELLANEOUS EXPENSE	28	4	250	250	250	250
010-015-71000	MINOR EQUIPMENT	676	3,786	4,000	600	600	600
	TOTAL MATERIALS AND SERVICES	33,275	38,141	52,300	46,330	46,330	46,330
<u>CAPITAL OUTLAY:</u>							
010-015-81003	CAPITAL - REPLACEMENT	0	1,657	4,000	0	0	0
	TOTAL CAPITAL OUTLAY	0	1,657	4,000	0	0	0
<u>TRANSFERS OUT:</u>							
010-015-95050	TRANSFER TO DEBT SERVICE	9,851	10,556	10,841	0	0	0
	TOTAL TRANSFERS OUT	9,851	10,556	10,841	0	0	0
	TOTAL FINANCE OFFICE	270,511	310,580	370,738	377,778	377,778	377,778

EXPENDITURE BUDGET NARRATIVE
Fiscal Year 2015-2016

PROGRAM: COURT
DEPARTMENT: FINANCE
FUND: GENERAL

STAFF LEVEL 2016: 0.75 FTE
STAFF LEVEL 2015: 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>2015</u> <u>FTE</u>	<u>2016</u> <u>FTE</u>	<u>FTE</u> <u>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 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>
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
2012-2013	1,161	167,378
2013-2014	805	146,495

General Note

The Municipal Court has a new Judge providing Court services.

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
GENERAL FUND							
COURT							
PERSONNEL SERVICES:							
010-020-51001	FULL TIME SALARIES	30,800	32,340	34,314	36,999	36,999	36,999
010-020-51003	WORKERS COMP INS	101	111	135	146	146	146
010-020-51004	SOCIAL SECURITY/MEDICARE	2,312	2,388	2,645	2,851	2,851	2,851
010-020-51005	HEALTH INSURANCE	8,332	12,023	13,425	14,219	14,219	14,219
010-020-51006	LIFE/ DISABILITY INS	52	52	56	56	56	56
010-020-51007	PERS RETIREMENT	2,769	4,887	5,237	5,471	5,471	5,471
010-020-51009	OVERTIME SALARIES	0	0	244	267	267	267
	TOTAL PERSONNEL SERVICES	44,366	51,801	56,056	60,009	60,009	60,009
MATERIALS AND SERVICES:							
010-020-61001	OFFICE SUPPLIES	227	385	600	550	550	550
010-020-61002	PUBLICATIONS/ FORMS	0	70	75	80	80	80
010-020-61005	POSTAGE & FREIGHT	538	568	800	750	750	750
010-020-61015	TRAVEL, TRAINING & MEETINGS	175	0	800	650	650	650
010-020-61016	DUES & MEMBERSHIPS	50	50	100	100	100	100
010-020-61059	CONTRACTED SERVICES	4,573	3,853	6,500	6,800	6,800	6,800
010-020-61075	COLLECTION SERVICES	5,937	6,938	10,225	7,000	7,000	7,000
010-020-62573	MISCELLANEOUS EXPENSE	0	0	150	150	150	150
010-020-71000	MINOR EQUIPMENT	0	26	100	150	150	150
	TOTAL MATERIALS AND SERVICES	11,500	11,891	19,350	16,230	16,230	16,230
CAPITAL OUTLAY:							
010-020-81003	CAPITAL - REPLACEMENT	0	843	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	843	0	0	0	0
TRANSFERS OUT:							
010-020-95050	TRANSFER TO DEBT SERVICE	1,689	1,818	1,916	0	0	0
	TOTAL TRANSFERS OUT	1,689	1,818	1,916	0	0	0
	TOTAL COURT	57,555	66,353	77,322	76,239	76,239	76,239

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016

		2012-2013	2013-2014	2014-2015	2015-2016	2015-2016	2015-2016
		FISCAL	FISCAL	FISCAL	CITY MNGR	BDGT COMM	COUNCIL
		ACTUAL	ACTUAL	BUDGET	PROPOSED	APPROVED	ADOPTED
GENERAL FUND							
POLICE							
PERSONNEL SERVICES:							
010-050-51001	FULL TIME SALARIES	1,076,041	1,016,656	1,139,362	1,222,204	1,222,204	1,222,204
010-050-51002	PART TIME SALARIES	19,775	16,906	24,087	25,949	25,949	25,949
010-050-51003	WORKERS COMP INS	39,432	39,929	51,665	55,319	55,319	55,319
010-050-51004	SOCIAL SECURITY/MEDICARE	85,994	82,014	95,510	102,133	102,133	102,133
010-050-51005	HEALTH INSURANCE	232,013	228,752	267,190	315,964	315,964	315,964
010-050-51006	LIFE/ DISABILITY INS	4,737	4,340	5,555	6,056	6,056	6,056
010-050-51007	PERS RETIREMENT	156,834	199,417	235,172	271,142	271,142	271,142
010-050-51009	OVERTIME SALARIES	61,590	60,183	85,044	86,921	86,921	86,921
	TOTAL PERSONNEL SERVICES	1,676,416	1,648,196	1,903,585	2,085,688	2,085,688	2,085,688
MATERIALS AND SERVICES:							
010-050-61001	OFFICE SUPPLIES	2,430	2,905	3,500	3,500	3,500	3,500
010-050-61002	PUBLICATIONS	276	294	325	350	350	350
010-050-61003	ADVERTISING	0	0	400	400	400	400
010-050-61004	COMMUNICATION EXPENSE	13,647	15,383	16,800	17,350	17,350	17,350
010-050-61005	POSTAGE & FREIGHT	1,334	1,643	2,000	2,000	2,000	2,000
010-050-61015	TRAVEL, TRAINING & MEETINGS	4,633	6,898	11,000	11,000	11,000	11,000
010-050-61016	DUES & MEMBERSHIPS	1,810	864	2,500	3,000	3,000	3,000
010-050-61022	EQUIPMENT MAINTENANCE	1,185	808	1,600	2,800	2,800	2,800
010-050-61023	UNIFORM EXPENSE	6,380	10,165	11,000	16,500	16,500	16,500
010-050-61024	VEHICLE EXPENSE	28,547	13,799	15,000	20,000	20,000	20,000
010-050-61025	RAIN SERVICE/MEMBERSHIP	1,851	1,811	1,876	1,926	1,926	1,926
010-050-61026	RADIO MAINTENANCE	11,183	12,099	2,000	2,000	2,000	2,000
010-050-61028	DISPATCHING SERVICES	142,838	147,424	151,540	162,980	162,980	162,980
010-050-61029	POLICE SUPPLIES	2,472	5,843	5,900	5,900	5,900	5,900
010-050-61030	FUEL EXPENSES	36,784	32,022	38,000	38,000	38,000	38,000
010-050-61045	EQUIPMENT RENTAL	5,852	4,838	7,500	7,500	7,500	7,500
010-050-61050	VEHICLE LEASE PAYMENTS	600	1,356	1,600	5,000	5,000	5,000
010-050-61059	CONTRACTED SERVICES	39,966	88,561	40,000	50,065	52,765	52,765
010-050-61060	HIRING EXPENSES	0	4,075	2,600	2,600	2,600	2,600
010-050-61069	TOWING EXPENSE	210	545	800	800	800	800
010-050-61086	COMPUTER SERVICES	0	0	1,000	1,500	1,500	1,500
010-050-62503	CRIME PREV/COMMUNITY POLICING	1,167	191	1,600	1,600	1,600	1,600
010-050-62515	STOP VIOLENCE PROGRAM	3,600	3,600	3,600	3,600	3,600	3,600
010-050-62520	PEER COURT SERVICES	18,000	18,000	18,000	18,000	18,000	18,000
010-050-62570	DRUG CONTROL ENFORCEMENT	1,210	69	2,000	2,000	2,000	2,000
010-050-62573	MISCELLANEOUS EXPENSE	1,246	1,118	1,000	1,200	1,200	1,200
010-050-71002	OFFICE EQUIPMENT	0	34	1,600	1,600	1,600	1,600
010-050-71003	MINOR EQUIPMENT	1,353	548	1,200	1,500	1,500	1,500
010-050-71004	COMMUNICATION EQUIPMENT	0	0	1,000	1,650	1,650	1,650
010-050-71009	SOFTWARE	0	100	6,300	400	400	400
010-050-71070	DRUG ENFORCEMENT EQUIPMENT	15	1,184	600	500	500	500
	TOTAL MATERIALS AND SERVICES	328,588	376,177	353,841	387,221	389,921	389,921
CAPITAL OUTLAY:							
010-050-81003	CAPITAL - REPLACEMENT	12,648	7,451	12,240	18,397	18,397	18,397
010-050-85003	CAPITAL - NEW	0	1,075	2,700	1,487	1,487	1,487
	TOTAL CAPITAL OUTLAY	12,648	8,526	14,940	19,884	19,884	19,884
TRANSFERS OUT:							
010-050-95050	TRANSFER TO DEBT SERVICE	62,803	67,569	68,193	0	0	0
010-050-95600	TRANSFER TO FLEET REPLACEMENT	40,246	24,855	24,855	0	0	0
	TOTAL TRANSFERS OUT	103,049	92,424	93,048	0	0	0
	TOTAL POLICE	2,120,701	2,125,323	2,365,414	2,492,793	2,495,493	2,495,493



This page intentionally left blank

EXPENDITURE BUDGET NARRATIVE
Fiscal Year 2015-2016

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 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 Reserves are hired and selected. Starting in 2006, Reserve Officer Candidates go through the same "hiring" steps as regular sworn officers, including a physical ability test, written examination, oral interview, background investigation, psychological evaluation and medical evaluation. They are also now required to participate in training equal to that 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) Reserve Officers. At present, we have three (3) 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 Silverton's accreditation standards and in order to carry a firearm.

Accomplishments

Reserve officers donate more than 500 hours a year collectively.

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016

		2012-2013	2013-2014	2014-2015	2015-2016	2015-2016	2015-2016
		FISCAL	FISCAL	FISCAL	CITY MNGR	BDGT COMM	COUNCIL
		ACTUAL	ACTUAL	BUDGET	PROPOSED	APPROVED	ADOPTED
<u>GENERAL FUND</u>							
<u>POLICE RESERVES</u>							
<u>MATERIALS AND SERVICES:</u>							
010-057-61015	TRAVEL, TRAINING & MEETINGS	0	0	500	400	400	400
010-057-61023	UNIFORM EXPENSE	0	514	500	500	500	500
010-057-61029	POLICE SUPPLIES	0	0	250	250	250	250
010-057-61060	HIRING EXPENSES	0	728	1,000	500	500	500
	TOTAL MATERIALS AND SERVICES	0	1,242	2,250	1,650	1,650	1,650
	TOTAL POLICE RESERVES	0	1,242	2,250	1,650	1,650	1,650

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016

	2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
<u>GENERAL FUND</u>						
<u>COMMUNITY SERVICE OFFICER</u>						
<u>PERSONNEL SERVICES:</u>						
010-100-51002	PART TIME SALARIES	3,088	12,084	27,765	28,409	28,409
010-100-51003	WORKERS COMP INS	116	475	1,234	1,262	1,262
010-100-51004	SOCIAL SECURITY/MEDICARE	236	924	2,124	2,173	2,173
010-100-51005	HEALTH INSURANCE	0	0	5,162	4,488	4,488
010-100-51006	LIFE/ DISABILITY INS	0	0	86	86	86
010-100-51007	PERS RETIREMENT	0	800	3,678	3,668	3,668
	TOTAL PERSONNEL SERVICES	3,441	14,285	40,049	40,086	40,086
<u>MATERIALS AND SERVICES:</u>						
010-100-61001	OFFICE SUPPLIES	0	345	200	500	500
010-100-61004	COMMUNICATION EXPENSE	0	0	0	250	250
010-100-61005	POSTAGE & FREIGHT	0	0	100	125	125
010-100-61023	UNIFORM EXPENSE	0	394	500	500	500
010-100-61027	PARKING METER SUPPLIES	418	455	850	850	850
010-100-61029	MISCELLANEOUS SUPPLIES	16	3	300	300	300
010-100-61030	FUEL EXPENSES	0	0	250	500	500
010-100-61059	CONTRACTED SERVICES	60	140	1,000	16,000	16,000
010-100-62574	COMMUNITY PROGRAMS	7,000	1,769	1,500	0	0
010-100-71000	MINOR EQUIPMENT	0	0	300	300	300
010-100-71020	PARKING METERS	0	0	3,500	3,500	3,500
	TOTAL MATERIALS AND SERVICES	7,494	3,105	8,500	22,825	22,825
<u>TRANSFERS OUT:</u>						
010-100-95050	TRANSFER TO DEBT SERVICE	243	296	1,781	0	0
	TOTAL TRANSFERS OUT	243	296	1,781	0	0
	TOTAL COMMUNITY SERVICE OFFICE	11,178	17,685	50,330	62,911	62,911

EXPENDITURE BUDGET NARRATIVE
Fiscal Year 2015-2016

PROGRAM: PLANNING **STAFF LEVEL 2016: 2.15 FTE**
DEPARTMENT: COMMUNITY DEVELOPMENT **STAFF LEVEL 2015: 2.35 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

<u>Title</u>	<u>2015</u> <u>FTE</u>	<u>2016</u> <u>FTE</u>	<u>FTE</u> <u>Change</u>
Community Development Director	1.00	1.00	
Admin Assistant/ City Clerk	0.60	0.40	
Permit Technician	<u>0.75</u>	<u>0.75</u>	
Total	2.35	2.15	<u>(0.20)</u>

Budget Comments

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 historically low staffing level 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 2015-2016 include reviewing the increasing amount on land use applications.

Accomplishments

During the past year, 18 land use applications were processed. Major planning efforts included the Pettit Property Project, LWCF Grant Compliance, SHPO grant to list three properties on the National Register of Historic Places, Downtown tree trimming, Tourism Promotion grants, Downtown pedestrian and bicycle improvements, working with Mt Angel on expanding the Enterprise Zone, and working with business for Urban Renewal Grants.

Major Issues to be Resolved in the Next 5 Years

Issues that are expected to be addressed over the next 5 years include the working with Council on implementing the adopted Council Goals, such as the TSP Update, the Urban Renewal Plan Review and Update, identifying and analyzing sites for a new public facility, and developing a Parks and Rec Funding Strategy. Staff will also work with SEDCOR on a Business Retention and Expansion Program.

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
GENERAL FUND							
PLANNING							
PERSONNEL SERVICES:							
010-151-51001	FULL TIME SALARIES	156,815	131,063	134,627	133,735	133,735	133,735
010-151-51002	PART TIME SALARIES	9,986	0	0	0	0	0
010-151-51003	WORKERS COMP INS	489	440	511	504	504	504
010-151-51004	SOCIAL SECURITY/MEDICARE	12,522	9,944	10,303	10,231	10,231	10,231
010-151-51005	HEALTH INSURANCE	30,248	27,369	29,270	27,192	27,192	27,192
010-151-51006	LIFE/ DISABILITY INS	277	485	443	447	447	447
010-151-51007	PERS RETIREMENT	14,695	21,393	22,231	21,997	21,997	21,997
	TOTAL PERSONNEL SERVICES	225,033	190,692	197,385	194,106	194,106	194,106
MATERIALS AND SERVICES:							
010-151-61001	OFFICE SUPPLIES	807	503	1,200	1,000	1,000	1,000
010-151-61003	ADVERTISING EXPENSE	2,162	1,644	2,000	1,700	1,700	1,700
010-151-61004	COMMUNICATION EXPENSE	1,832	1,861	1,900	2,300	2,300	2,300
010-151-61005	POSTAGE & FREIGHT	925	2,329	2,500	1,000	1,000	1,000
010-151-61015	TRAVEL, TRAINING & MEETINGS	682	719	1,500	1,200	1,200	1,200
010-151-61016	DUES & MEMBERSHIPS	485	1,560	1,600	1,600	1,600	1,600
010-151-61024	VEHICLE EXPENSE	217	0	200	200	200	200
010-151-61030	FUEL EXPENSES	440	232	400	300	300	300
010-151-61045	EQUIPMENT RENTAL	3,431	1,632	3,000	2,000	2,000	2,000
010-151-61059	CONTRACTED SERVICES	2,636	894	4,000	3,000	3,000	3,000
010-151-62573	MISCELLANEOUS EXPENSE	67	312	300	200	200	200
010-151-71000	MINOR EQUIPMENT	336	30	500	300	300	300
010-151-71009	SOFTWARE	0	0	500	300	300	300
	TOTAL MATERIALS AND SERVICES	14,021	11,715	19,600	15,100	15,100	15,100
CAPITAL OUTLAY:							
010-151-81003	CAPITAL - REPLACEMENT	0	0	1,320	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	1,320	0	0	0
TRANSFERS OUT:							
010-151-95050	TRANSFER TO DEBT SERVICE	10,030	7,364	7,543	0	0	0
010-151-95600	TRANSFER TO FLEET REPLACEMENT	1,653	1,653	1,653	0	0	0
	TOTAL TRANSFERS OUT	11,683	9,017	9,196	0	0	0
	TOTAL PLANNING	250,737	211,425	227,501	209,206	209,206	209,206

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
GENERAL FUND							
PLANNING GRANTS							
MATERIALS AND SERVICES:							
010-152-61065	CLG PLANNING GRANT	9,252	6,320	14,000	6,500	13,000	13,000
	TOTAL MATERIALS AND SERVICES	9,252	6,320	14,000	6,500	13,000	13,000
	TOTAL PLANNING GRANTS	9,252	6,320	14,000	6,500	13,000	13,000

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016

		2012-2013	2013-2014	2014-2015	2015-2016	2015-2016	2015-2016
		FISCAL	FISCAL	FISCAL	CITY MNGR	BDGT COMM	COUNCIL
		ACTUAL	ACTUAL	BUDGET	PROPOSED	APPROVED	ADOPTED
GENERAL FUND							
FACILITIES MAINTENANCE							
PERSONNEL SERVICES:							
010-190-51001	FULL TIME SALARIES	29,337	29,456	34,411	35,981	35,981	35,981
010-190-51003	WORKERS COMP INS	1,032	1,151	1,549	1,623	1,623	1,623
010-190-51004	SOCIAL SECURITY/MEDICARE	2,208	2,281	2,657	2,795	2,795	2,795
010-190-51005	HEALTH INSURANCE	8,023	8,733	11,593	12,339	12,339	12,339
010-190-51006	LIFE/ DISABILITY INS	131	138	182	191	191	191
010-190-51007	PERS RETIREMENT	315	687	6,746	7,815	7,815	7,815
010-190-51009	OVERTIME SALARIES	195	427	311	300	300	300
	TOTAL PERSONNEL SERVICES	41,241	42,871	57,449	61,044	61,044	61,044
MATERIALS AND SERVICES:							
010-190-61001	OFFICE SUPPLIES	62	44	200	100	100	100
010-190-61003	ADVERTISING EXPENSE	109	0	200	200	200	200
010-190-61004	COMMUNICATION EXPENSE	4,031	3,994	4,800	4,800	4,800	4,800
010-190-61006	GAS/ELECTRIC EXPENSE	25,535	30,535	30,000	30,000	30,000	30,000
010-190-61007	STREET LIGHTING ENERGY	114,321	120,852	128,000	128,000	128,000	128,000
010-190-61008	BUILDING/ GROUNDS MAINTENANCE	4,563	8,109	14,500	16,000	16,000	16,000
010-190-61015	TRAVEL, TRAINING & MEETINGS	0	390	1,000	300	300	300
010-190-61022	EQUIPMENT MAINTENANCE	2,397	1,222	9,950	1,000	1,000	1,000
010-190-61024	VEHICLE EXPENSE	195	23	300	1,200	1,200	1,200
010-190-61030	FUEL EXPENSES	871	774	1,000	1,000	1,000	1,000
010-190-61032	JANITORIAL SUPPLIES	2,216	2,250	4,200	3,200	3,200	3,200
010-190-61042	SAFETY EQP/ PROT CLTHNG	0	50	150	150	150	150
010-190-61059	CONTRACTED SERVICES	3,786	4,929	10,000	60,000	60,000	60,000
010-190-62573	MISCELLANEOUS EXPENSE	138	290	550	100	100	100
010-190-71000	MINOR EQUIPMENT	174	39	915	300	300	300
010-190-71001	BUILDING IMPROVEMENTS	18,443	0	0	0	0	0
	TOTAL MATERIALS AND SERVICES	176,840	173,501	205,765	246,350	246,350	246,350
CAPITAL OUTLAY:							
010-190-81001	CAPITAL- BUILDING IMPROVEMENTS	0	37,282	34,500	0	0	0
010-190-81003	CAPITAL - REPLACEMENT	0	16,797	1,700	1,700	1,700	1,700
010-190-85003	CAPITAL - NEW	0	1,379	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	55,458	36,200	1,700	1,700	1,700
TRANSFERS OUT:							
010-190-95050	TRANSFER TO DEBT SERVICE	1,493	1,651	1,911	0	0	0
010-190-95600	TRANSFER TO FLEET REPLCMNT	1,613	1,667	2,000	0	0	0
010-190-95610	TRANSFER TO EQUIPMENT REPLC	8,000	43,000	10,000	0	0	0
	TOTAL TRANSFERS OUT	11,106	46,318	13,911	0	0	0
	TOTAL FACILITIES MAINTENANCE	229,187	318,149	313,325	309,094	309,094	309,094

EXPENDITURE BUDGET NARRATIVE
Fiscal Year 2015-2016

PROGRAM: PARKS AND RECREATION **STAFF LEVEL 2016: 2.04 FTE**
DEPARTMENT: PUBLIC WORKS **STAFF LEVEL 2015: 2.04 FTE**
FUND: GENERAL

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

<u>Title</u>	<u>2015</u> <u>FTE</u>	<u>2016</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	
Park Worker II	0.90	0.90	
Park Worker I (seasonal)	0.48	0.48	
Sewer/ Water Operator II	<u>0.03</u>	<u>0.03</u>	
Total	2.04	2.04	<u>0.00</u>

Budget Comments

Account #61059 includes Parks and Recreation Task Force Consultant \$20,000. This was in the FY 2014-2015 budget but was not completed.

Account #61034 includes bark and engineered wood fiber for playground equipment.

Account #61065 reduced based on actual expenses.

Account #85003 includes loader bucket attachment for Kubota mower/tractor for small jobs in the parks \$2,600.

Accomplishments

Coolidge-McClaine Park tree assessment.

Replaced playground slide at Lincoln Park.

Major Issues to be Resolved in the Next 5 Years

Continued funding for maintenance and operation as the community grows if revenue support from the Parks Fee is not continued.

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016

	2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
<u>GENERAL FUND</u>						
<u>PARKS & RECREATION</u>						
<u>PERSONNEL SERVICES:</u>						
010-225-51001	FULL TIME SALARIES	55,770	61,096	65,844	70,578	70,578
010-225-51002	PART TIME SALARIES	9,491	7,025	10,596	10,808	10,808
010-225-51003	WORKERS COMP INS	2,785	2,948	3,881	4,158	4,158
010-225-51004	SOCIAL SECURITY/MEDICARE	4,895	5,213	5,918	6,367	6,367
010-225-51005	HEALTH INSURANCE	20,030	23,244	25,823	26,757	26,757
010-225-51006	LIFE/ DISABILITY INS	222	347	342	366	366
010-225-51007	PERS RETIREMENT	4,581	8,626	13,581	16,019	16,019
010-225-51009	OVERTIME SALARIES	750	1,360	1,116	1,221	1,221
	TOTAL PERSONNEL SERVICES	98,525	109,859	127,101	136,274	136,274
<u>MATERIALS AND SERVICES:</u>						
010-225-61001	OFFICE SUPPLIES	67	94	100	100	100
010-225-61004	COMMUNICATION EXPENSE	2,127	2,254	2,525	2,525	2,525
010-225-61006	GAS/ELECTRIC EXPENSE	3,833	3,487	3,500	4,000	4,000
010-225-61015	TRAVEL, TRAINING & MEETINGS	100	595	500	100	100
010-225-61022	EQUIPMENT MAINTENANCE	831	863	1,200	1,500	1,500
010-225-61024	VEHICLE EXPENSE	1,230	651	1,475	1,400	1,400
010-225-61030	FUEL EXPENSES	2,265	2,530	3,200	3,700	3,700
010-225-61032	JANITORIAL SUPPLIES	2,541	2,292	3,500	3,000	3,000
010-225-61034	LANDSCAPE SUPPLIES	66	2,930	3,500	4,000	4,000
010-225-61042	SAFETY EQP/ PROT CLTHNG	283	844	800	1,000	1,000
010-225-61043	BUILDING/ GROUNDS MAINTENANCE	4,968	6,528	7,000	13,200	13,200
010-225-61044	SMALL TOOLS	256	84	690	300	300
010-225-61059	CONTRACTED SERVICES	5,682	10,700	33,500	30,000	30,000
010-225-61060	INTERGOVERNMENTAL-SCHOOL FIE	20,000	20,000	20,000	0	20,000
010-225-61065	MARINE PARK EXPENSES	1,406	3,664	6,500	3,500	3,500
010-225-61066	ART CENTER EXPENSE	0	0	13,500	0	0
010-225-62537	MUSEUM/DEPOT EXPENSES	1,582	3,370	15,000	2,500	2,500
010-225-62573	MISCELLANEOUS EXPENSE	202	60	500	200	200
010-225-71000	MINOR EQUIPMENT	227	736	1,000	1,000	1,000
	TOTAL MATERIALS AND SERVICES	47,665	61,683	117,990	72,025	92,025
<u>CAPITAL OUTLAY:</u>						
010-225-81003	CAPITAL- REPLACEMENT EQUIPMEN	5,177	14,395	900	0	0
010-225-85001	PARKS IMPROVEMENT	6,485	7,350	0	0	0
010-225-85003	CAPITAL - NEW EQUIPMENT	8,571	1,479	4,500	2,600	2,600
	TOTAL CAPITAL OUTLAY	20,233	23,223	5,400	2,600	2,600
<u>TRANSFERS OUT:</u>						
010-225-95050	TRANSFER TO DEBT SERVICE	4,035	4,159	5,384	0	0
010-225-95600	TRANSFER TO FLEET REPLCMNT	139	1,600	950	0	0
010-225-95610	TRANSFER TO MAJOR EQUIP REP	1,517	1,733	4,920	0	0
	TOTAL TRANSFERS OUT	5,691	7,492	11,254	0	0
	TOTAL PARKS & RECREATION	172,114	202,257	261,745	210,899	230,899

EXPENDITURE BUDGET NARRATIVE
Fiscal Year 2015-2016

PROGRAM: COMPUTER SERVICES
DEPARTMENT: COMMUNITY DEVELOPMENT
FUND: GENERAL

Program Description/Mission

This program administers services for the City's computer network system. Services are specifically related to maintaining and improving secure and effective communications and technical information sharing among the 40 network users. Employees at City Hall, City Shops, the Wastewater Treatment Plant and the Water Treatment Plant are part of this network. Purchasing of services and equipment is limited in this program budget to only network related items.

Budget Comments

Account #61059 provides for ongoing subscription services needed for various elements of software support, including, email network, firewall and related internet filter services. The budget allows for continued contract services with Woodburn IT, and GIS map webhosting. Account #71009 and account #85003 are for the software and installation of an image based backup system with adequate storage capacity that allows a significantly faster system restore.

Major Issues to be Resolved in the Next 5 Years

Install a new image based backup system with adequate storage capacity that allows a significantly faster system restore. Continue to maintain network security and uptime to facilitate efficient workflow.

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
<u>GENERAL FUND</u>							
<u>COMPUTER SERVICES</u>							
<u>PERSONNEL SERVICES:</u>							
010-300-51001	FULL TIME SALARIES	1,587	0	0	0	0	0
010-300-51003	WORKERS COMP INS	5	0	0	0	0	0
010-300-51004	SOCIAL SECURITY/MEDICARE	121	0	0	0	0	0
010-300-51005	HEALTH INSURANCE	178	0	0	0	0	0
010-300-51006	LIFE/ DISABILITY INS	2	0	0	0	0	0
010-300-51007	PERS RETIREMENT	143	0	0	0	0	0
	TOTAL PERSONNEL SERVICES	2,035	0	0	0	0	0
<u>MATERIALS AND SERVICES:</u>							
010-300-61059	CONTRACTED SERVICES	60,229	36,849	43,000	45,000	45,000	45,000
010-300-71000	MINOR EQUIPMENT	728	391	1,000	1,000	1,000	1,000
010-300-71009	SOFTWARE	2,100	6,950	7,000	10,000	10,000	10,000
	TOTAL MATERIALS AND SERVICES	63,057	44,190	51,000	56,000	56,000	56,000
<u>CAPITAL OUTLAY:</u>							
010-300-81003	CAPITAL - REPLACEMENT EQUIP	0	8,221	0	0	0	0
010-300-85003	CAPITAL - NEW EQUIPMENT	6,475	0	0	1,950	1,950	1,950
	TOTAL CAPITAL OUTLAY	6,475	8,221	0	1,950	1,950	1,950
<u>TRANSFERS OUT:</u>							
010-300-95050	TRANSFER TO DEBT SERVICE	158	0	0	0	0	0
	TOTAL TRANSFERS OUT	158	0	0	0	0	0
	TOTAL COMPUTER SERVICES	71,726	52,411	51,000	57,950	57,950	57,950
	TOTAL FUND EXPENDITURES	4,098,254	4,072,111	6,185,212	7,198,933	7,205,433	7,205,433

BUDGET NARRATIVE
Fiscal Year 2015-2016

FUND: ELECTRICAL INSPECTIONS

STAFF LEVEL 2016: 0.05 FTE
STAFF LEVEL 2015: 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.

Personnel

<u>Title</u>	<u>2015</u> <u>FTE</u>	<u>2016</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

The Electrical Inspection Fund is expected to decrease in revenue due to the improving economic conditions, but not reach a level to support in-house services.

Major Issues to be Resolved in the Next 5 Years

The City of Silverton will continue to maintain control of its electrical inspection program with the contracting of inspection services to Marion County Building Department.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
<u>ELECTRICAL INSPECTIONS FUND</u>							
<u>FEES AND PERMITS</u>							
011-000-42118	ELECTRICAL PERMITS	13,251	23,241	30,000	25,000	25,000	25,000
	TOTAL FEES AND PERMITS	13,251	23,241	30,000	25,000	25,000	25,000
<u>MISCELLANEOUS REVENUE</u>							
011-000-45002	INTEREST EARNED	103	84	54	50	50	50
	TOTAL MISCELLANEOUS REVENUE	103	84	54	50	50	50
<u>BEGINNING FUND BALANCE</u>							
011-000-49090	BEGINNING FUND BALANCE	19,433	15,612	13,329	8,993	8,993	8,993
	TOTAL BEGINNING FUND BALANCE	19,433	15,612	13,329	8,993	8,993	8,993
	TOTAL FUND REVENUE	32,786	38,937	43,383	34,043	34,043	34,043

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
<u>ELECTRICAL INSPECTIONS FUND</u>							
<u>OPERATIONS</u>							
<u>PERSONNEL SERVICES:</u>							
011-141-51001	FULL TIME SALARIES	1,598	1,533	2,304	2,349	2,349	2,349
011-141-51003	WORKERS COMP INS	4	5	9	9	9	9
011-141-51004	SOCIAL SECURITY/MEDICARE	121	115	176	180	180	180
011-141-51005	HEALTH INSURANCE	459	442	708	746	746	746
011-141-51006	LIFE/ DISABILITY INS	3	2	4	4	4	4
011-141-51007	PERS RETIREMENT	145	298	448	502	502	502
	TOTAL PERSONNEL SERVICES	2,330	2,396	3,649	3,790	3,790	3,790
<u>MATERIALS AND SERVICES:</u>							
011-141-61001	OFFICE SUPPLIES	80	100	100	100	100	100
011-141-61059	CONTRACTED SERVICES	9,458	15,384	30,500	20,000	20,000	20,000
011-141-61079	BANK & CHARGE CARD FEES	0	6	50	50	50	50
	TOTAL MATERIALS AND SERVICES	9,538	15,490	30,650	20,150	20,150	20,150
<u>CONTINGENCY & RESERVES:</u>							
011-141-90001	CONTINGENCY	0	0	2,035	3,477	3,477	3,477
	TOTAL CONTINGENCY & RESERVES	0	0	2,035	3,477	3,477	3,477
<u>TRANSFERS OUT:</u>							
011-141-95001	TRANSFER TO GENERAL FUND	5,194	6,836	6,922	6,497	6,497	6,497
011-141-95050	TRANSFER TO DEBT SERVICE	112	125	127	129	129	129
	TOTAL TRANSFERS OUT	5,306	6,961	7,049	6,626	6,626	6,626
	TOTAL OPERATIONS	17,174	24,847	43,383	34,043	34,043	34,043
	TOTAL FUND EXPENDITURES	17,174	24,847	43,383	34,043	34,043	34,043

BUDGET NARRATIVE
Fiscal Year 2015-2016

FUND: BUILDING OPERATIONS

STAFF LEVEL 2016: 1.20 FTE
STAFF LEVEL 2015: 1.20 FTE

Program Description/Mission

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

Personnel

<u>Title</u>	2015 <u>FTE</u>	2016 <u>FTE</u>	FTE <u>Change</u>
Building Official	1.00	1.00	
Permit Technician	<u>0.20</u>	<u>0.20</u>	
Total	1.20	1.20	<u>0.00</u>

Budget Comments

Since new construction has increased, the Building Operations Fund is estimated to continue to be able to support the salary of an in-house Building Official during the 2015-2016 fiscal year. Account #61059 covers the cost of Marion County to provide cover for inspection services should the Building Official be unable to conduct inspections.

Significant Changes

The amount of new construction has increased to pre-recession levels. Both residential and commercial construction has increased thereby increasing the workload on staff.

Accomplishments

During 2014, Building Operations reviewed plans and issued 568 building permits, including 56 new single-family residences, 59 structural, 141 electrical, 185 mechanical, and 127 plumbing permits. The division conducted approximately 116 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 and will continue to provide building review and inspection services.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
BUILDING OPERATIONS FUND							
FEES AND PERMITS							
012-000-42104	BUILDING PERMITS	33,220	89,490	64,225	51,380	51,380	51,380
012-000-42105	PLUMBING PERMITS	10,539	27,529	20,000	16,000	16,000	16,000
012-000-42106	PLAN REVIEW FEES	20,755	59,291	40,270	32,000	32,000	32,000
012-000-42116	MECHANICAL PERMITS	10,572	13,541	13,425	10,400	10,400	10,400
	TOTAL FEES AND PERMITS	75,086	189,851	137,920	109,780	109,780	109,780
MISCELLANEOUS REVENUE							
012-000-45002	INTEREST EARNED	20	179	90	296	296	296
012-000-45019	MISCELLANEOUS REVENUE	0	7	0	0	0	0
	TOTAL MISCELLANEOUS REVENUE	20	186	90	296	296	296
BEGINNING FUND BALANCE							
012-000-49090	BEGINNING FUND BAL - BUILDING	1,646	3,632	42,625	70,035	70,035	70,035
	TOTAL BEGINNING FUND BALANCE	1,646	3,632	42,625	70,035	70,035	70,035
	TOTAL FUND REVENUE	76,752	193,669	180,635	180,111	180,111	180,111

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
BUILDING OPERATIONS FUND							
BUILDING OPERATIONS							
PERSONNEL SERVICES:							
012-140-51001	FULL TIME SALARIES	7,928	6,772	86,133	85,919	85,919	85,919
012-140-51003	WORKERS COMP INS	20	23	3,888	1,655	1,655	1,655
012-140-51004	SOCIAL SECURITY/MEDICARE	600	509	6,589	6,573	6,573	6,573
012-140-51005	HEALTH INSURANCE	2,013	1,950	21,928	23,183	23,183	23,183
012-140-51006	LIFE/ DISABILITY INS	12	10	364	360	360	360
012-140-51007	PERS RETIREMENT	700	1,316	16,735	18,378	18,378	18,378
	TOTAL PERSONNEL SERVICES	11,273	10,581	135,637	136,068	136,068	136,068
MATERIALS AND SERVICES:							
012-140-61001	OFFICE SUPPLIES	369	449	400	300	300	300
012-140-61003	ADVERTISING EXPENSE	0	343	0	200	200	200
012-140-61004	COMMUNICATION EXPENSE	597	431	1,070	1,000	1,000	1,000
012-140-61005	POSTAGE & FREIGHT	22	6	50	50	50	50
012-140-61015	TRAVEL, TRAINING & MEETINGS	445	0	500	500	500	500
012-140-61016	DUES & MEMBERSHIPS	125	140	140	350	350	350
012-140-61024	VEHICLE EXPENSE	93	0	2,000	300	300	300
012-140-61030	FUEL EXPENSES	0	0	0	450	450	450
012-140-61045	EQUIPMENT RENTAL	344	167	400	350	350	350
012-140-61059	CONTRACTED SERVICES	49,038	121,800	5,000	3,000	3,000	3,000
012-140-61079	BANK & CHARGE CARD FEES	0	26	200	100	100	100
012-140-61098	REFERENCE LIBRARY	0	0	1,000	500	500	500
012-140-71000	MINOR EQUIPMENT	0	0	0	100	100	100
	TOTAL MATERIALS AND SERVICES	51,032	123,361	10,760	7,200	7,200	7,200
CONTINGENCY & RESERVES:							
012-140-90001	CONTINGENCY	0	0	23,837	14,181	14,181	14,181
	TOTAL CONTINGENCY & RESERVES	0	0	23,837	14,181	14,181	14,181
TRANSFERS OUT:							
012-140-95001	TRANSFER TO GENERAL FUND	10,253	0	9,893	13,290	13,290	13,290
012-140-95050	TRANSFER TO DEBT SERVICE	562	376	508	4,713	4,713	4,713
012-140-95600	TRANSFER TO FLEET REPLCMNT	0	0	0	4,659	4,659	4,659
	TOTAL TRANSFERS OUT	10,815	376	10,401	22,662	22,662	22,662
	TOTAL BUILDING OPERATIONS	73,120	134,318	180,635	180,111	180,111	180,111
	TOTAL FUND EXPENDITURES	73,120	134,318	180,635	180,111	180,111	180,111



This page intentionally left blank

REVENUE BUDGET NARRATIVE
Fiscal Year 2015-2016

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 Silverton Art Festival, and the Oktoberfest. The Silver Trolley also provides transportation for Senior Center sponsored field trips to events and destinations in neighboring communities.

Trolley Ridership:

	Fiscal	Fiscal	Fiscal	Fiscal
	<u>2010-2011</u>	<u>2011-2012</u>	<u>2012-2013</u>	<u>2013-2014</u>
General Population	4,529	4,895	3,996	1,588
Youth	767	932	775	662
Elderly & Disabled	<u>7,817</u>	<u>7,549</u>	<u>8,206</u>	<u>6,659</u>
Total Rides	13,113	13,376	12,977	8,909

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

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 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
<u>TRANSPORTATION FUND</u>							
<u>INTERGOVERNMENTAL</u>							
013-000-43054	ODOT TRANSIT GRANT	81,652	46,147	56,000	70,000	70,000	70,000
013-000-43055	SALEM AREA TRANSIT GRANTS	2,354	12,285	14,873	16,500	16,500	16,500
013-000-43056	DEPARTMENT OF ENERGY GRANT	0	10,145	0	0	0	0
	TOTAL INTERGOVERNMENTAL	84,006	68,577	70,873	86,500	86,500	86,500
<u>MISCELLANEOUS REVENUE</u>							
013-000-45002	INTEREST EARNED	115	134	60	75	75	75
013-000-45017	TROLLEY DONATIONS	5,479	3,517	3,000	2,500	2,500	2,500
	TOTAL MISCELLANEOUS REVENUE	5,594	3,651	3,060	2,575	2,575	2,575
<u>BEGINNING FUND BALANCE</u>							
013-000-49090	BEGINNING FUND BALANCE	47,555	35,162	31,057	19,523	19,523	19,523
	TOTAL BEGINNING FUND BALANCE	47,555	35,162	31,057	19,523	19,523	19,523
	TOTAL FUND REVENUE	137,155	107,390	104,990	108,598	108,598	108,598

EXPENDITURE BUDGET NARRATIVE
Fiscal Year 2015-2016

FUND: TRANSPORTATION

STAFF LEVEL 2016: 1.47 FTE
STAFF LEVEL 2015: 1.47 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>2015</u> <u>FTE</u>	<u>2016</u> <u>FTE</u>	<u>FTE</u> <u>Change</u>
Transit Operators (3 part-time)	1.47	1.47	0.00

Budget Comments

Account #61004 covers telephone related expenses for the cell phone used by the trolley drivers. Account #61024 covers tire replacement 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. The City 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 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
<u>TRANSPORTATION FUND</u>							
<u>TROLLEY OPERATIONS</u>							
<u>PERSONNEL SERVICES:</u>							
013-013-51002	PART TIME SALARIES	39,539	36,852	48,649	55,059	55,059	55,059
013-013-51003	WORKERS COMP INS	1,670	1,552	2,246	2,659	2,659	2,659
013-013-51004	SOCIAL SECURITY/MEDICARE	3,025	2,819	3,722	4,212	4,212	4,212
013-013-51007	PERS RETIREMENT	2,723	3,877	7,351	8,083	8,083	8,083
	TOTAL PERSONNEL SERVICES	46,957	45,101	61,968	70,013	70,013	70,013
<u>MATERIALS AND SERVICES:</u>							
013-013-61001	OFFICE SUPPLIES	57	78	100	80	80	80
013-013-61003	ADVERTISING EXPENSE	569	41	250	200	200	200
013-013-61004	COMMUNICATION EXPENSE	974	1,201	1,650	1,650	1,650	1,650
013-013-61015	TRAVEL, TRAINING & MEETINGS	16	0	250	200	200	200
013-013-61016	DUES & MEMBERSHIPS	500	0	200	200	200	200
013-013-61022	EQUIPMENT MAINTENANCE	664	0	700	500	500	500
013-013-61023	UNIFORM EXPENSE	0	133	150	150	150	150
013-013-61024	VEHICLE EXPENSE	2,882	1,390	4,000	4,000	4,000	4,000
013-013-61030	FUEL EXPENSES	7,305	5,925	10,000	10,000	10,000	10,000
013-013-61059	CONTRACTED SERVICES	587	455	1,000	800	800	800
013-013-62573	MISCELLANEOUS EXPENSE	0	0	50	50	50	50
013-013-71000	MINOR EQUIPMENT	0	126	200	200	200	200
013-013-71009	SOFTWARE	0	0	7,517	0	0	0
	TOTAL MATERIALS AND SERVICES	13,554	9,348	26,067	18,030	18,030	18,030
<u>CAPITAL OUTLAY:</u>							
013-013-81003	CAPITAL - REPLACEMENT	38,785	0	0	0	0	0
013-013-85003	CAPITAL - NEW	0	0	5,000	0	0	0
	TOTAL CAPITAL OUTLAY	38,785	0	5,000	0	0	0
<u>CONTINGENCY & RESERVES:</u>							
013-013-90001	CONTINGENCY	0	0	9,358	17,535	17,535	17,535
	TOTAL CONTINGENCY & RESERVES	0	0	9,358	17,535	17,535	17,535
<u>TRANSFERS OUT:</u>							
013-013-95050	TRANSFER TO DEBT SERVICE	2,698	3,446	2,597	3,020	3,020	3,020
	TOTAL TRANSFERS OUT	2,698	3,446	2,597	3,020	3,020	3,020
	TOTAL TROLLEY OPERATIONS	101,993	57,895	104,990	108,598	108,598	108,598
	TOTAL FUND EXPENDITURES	101,993	57,895	104,990	108,598	108,598	108,598

BUDGET NARRATIVE
Fiscal Year 2015-2016

FUND: POOL OPERATIONS LEVY

Program Description/Mission

Fiscal year 2015-2016 will be the third funding year, 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, 2012 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 #61015 covers the certified pool operator course and certification renewal for one employee \$400.

Account #61022 includes annual inspection and service for the emergency generator \$800, chemical delivery system controller service \$500, electronic equipment controller repairs \$1,000, pool vacuum maintenance \$500, filter media removal and replacement \$2,000 and miscellaneous maintenance and repairs.

Account #61059 includes YMCA Contract \$50,000; pool cover removal, storage and re-Install \$10,000; and \$1,000 for other contracted services.

Account #71000 includes sump pump replacement and other equipment replacement \$1,000.

Account #91215 is the reserve fund for future pool replacement projects; including pool top and HVAC unit.

Accomplishments

Purchased automatic pool vacuum.

Replaced the pool tile.

Major Issues to be Resolved in the Next 5 Years

Continued voter approval of operation levy.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2015-2016

	2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
POOL OPERATIONS LEVY						
PROPERTY TAXES						
016-000-40001	PROPERTY TAXES CURRENT	0	277,197	250,000	255,750	255,750
016-000-40002	PROPERTY TAXES DELINQUENT	0	0	3,500	3,900	3,900
	TOTAL PROPERTY TAXES	0	277,197	253,500	259,650	259,650
MISCELLANEOUS REVENUE						
016-000-45002	INTEREST EARNED	0	697	500	750	750
016-000-45019	MISCELLANEOUS REVENUE	0	1,936	0	0	0
	TOTAL MISCELLANEOUS REVENUE	0	2,633	500	750	750
BEGINNING FUND BALANCE						
016-000-49090	BEGINNING FUND BALANCE	0	0	16,898	156,508	156,508
	TOTAL BEGINNING FUND BALANCE	0	0	16,898	156,508	156,508
	TOTAL FUND REVENUE	0	279,830	270,898	416,908	416,908

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016

	2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
POOL OPERATIONS LEVY						
POOL OPERATIONS						
MATERIALS AND SERVICES:						
016-210-61003	ADVERTISING	0	334	100	0	0
016-210-61004	COMMUNICATION EXPENSE	0	968	1,100	500	500
016-210-61005	POSTAGE & FREIGHT	0	190	400	400	400
016-210-61006	GAS/ ELECTRIC EXPENSE	0	64,082	80,000	80,000	80,000
016-210-61008	BUILDING & GROUNDS MAINTENANC	0	1,835	6,000	11,500	11,500
016-210-61009	PERMIT FEES	0	90	500	500	500
016-210-61015	TRAVEL, TRAINING & MEETINGS	0	0	0	400	400
016-210-61016	DUES & MEMBERSHIPS	0	338	350	100	100
016-210-61022	EQUIPMENT MAINTENANCE	0	2,303	5,500	6,500	6,500
016-210-61032	JANITORIAL SUPPLIES	0	1,486	3,000	2,500	2,500
016-210-61042	SAFETY EQP/ PROT CLTHNG	0	90	750	500	500
016-210-61045	EQUIPMENT RENTAL	0	1,317	1,200	1,200	1,200
016-210-61047	POOL CHEMICALS	0	10,665	10,550	11,750	11,750
016-210-61059	CONTRACTED SERVICES	0	57,896	55,000	61,000	61,000
016-210-71000	MINOR EQUIPMENT	0	110	1,050	1,000	1,000
	TOTAL MATERIALS AND SERVICES	0	141,704	165,500	177,850	177,850
CAPITAL OUTLAY:						
016-210-81003	CAPITAL - REPLACEMENT	0	52,439	39,500	0	0
	TOTAL CAPITAL OUTLAY	0	52,439	39,500	0	0
CONTINGENCY & RESERVES:						
016-210-90001	CONTINGENCY	0	0	54,184	155,658	155,658
016-210-91215	RESERVE- POOL CAPITAL IMPRVMT	0	0	11,714	83,400	83,400
	TOTAL CONTINGENCY & RESERVES	0	0	65,898	239,058	239,058
	TOTAL POOL OPERATIONS	0	194,143	270,898	416,908	416,908
	TOTAL FUND EXPENDITURES	0	194,143	270,898	416,908	416,908

BUDGET NARRATIVE
Fiscal Year 2015-2016

FUND: TRANSIENT LODGING TAXES

Budget Comments

This special revenue fund accounts for transient taxes charged to patrons staying at hotels/ motels or bed and breakfast locations within the City of Silverton. The taxes are collected by the lodging business and remitted either monthly or quarterly to the City of Silverton. 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 in the future.

Account #61059 provides \$35,000 for the Chamber of Commerce to provide visitor center services. Payments to the Chamber will be paid to them quarterly.

Accomplishments

Listed below are the grant amounts distributed to local organizations by year:

<u>Fiscal Year ended</u>	<u>Amount</u>
June 30, 2014	\$17,673
June 30, 2013	7,912
June 30, 2012	23,335
June 30, 2011	29,912

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
<u>TRANSIENT TAX FUND</u>							
<u>TAXES</u>							
017-000-40003	TRANSIENT TAXES	198,810	213,839	197,000	240,000	240,000	240,000
	TOTAL TAXES	198,810	213,839	197,000	240,000	240,000	240,000
<u>MISCELLANEOUS REVENUE</u>							
017-000-45002	INTEREST EARNED	262	288	200	250	250	250
	TOTAL MISCELLANEOUS REVENUE	262	288	200	250	250	250
<u>BEGINNING FUND BALANCE</u>							
017-000-49090	BEGINNING FUND BALANCE	41,951	50,542	45,912	64,263	64,263	64,263
	TOTAL BEGINNING FUND BALANCE	41,951	50,542	45,912	64,263	64,263	64,263
	TOTAL FUND REVENUE	241,023	264,669	243,112	304,513	304,513	304,513

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
<u>TRANSIENT TAX FUND</u>							
<u>OPERATIONS</u>							
<u>MATERIALS AND SERVICES:</u>							
017-017-61057	TOURISM PROMOTION GRANTS	0	0	22,112	34,513	34,513	34,513
017-017-61059	CONTRACTED SERVICES	27,912	37,673	35,000	35,000	35,000	35,000
017-017-61060	OREGON GARDEN FOUNDATION	102,926	107,620	111,200	135,000	135,000	135,000
017-017-62576	SILVERTON DAYS FIREWORKS	0	1,000	1,000	0	0	0
	TOTAL MATERIALS AND SERVICES	130,838	146,294	169,312	204,513	204,513	204,513
<u>CONTINGENCY & RESERVES:</u>							
017-017-90001	CONTINGENCY	0	0	0	35,000	35,000	35,000
	TOTAL CONTINGENCY & RESERVES	0	0	0	35,000	35,000	35,000
<u>TRANSFERS OUT:</u>							
017-017-95036	TRANSFER TO SEWER DEBT RESER	59,643	64,152	73,800	65,000	65,000	65,000
	TOTAL TRANSFERS OUT	59,643	64,152	73,800	65,000	65,000	65,000
	TOTAL OPERATIONS	190,482	210,446	243,112	304,513	304,513	304,513
	TOTAL FUND EXPENDITURES	190,482	210,446	243,112	304,513	304,513	304,513

BUDGET NARRATIVE
Fiscal Year 2015-2016

FUND: STREET

STAFF LEVEL 2016: 2.32 FTE

STAFF LEVEL 2015: 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>2015 FTE</u>	<u>2016 FTE</u>	<u>FTE Change</u>
Public Works Director	0.10	0.10	
Admin Assistant II - PW	0.15	0.15	
Senior Engineer	0.10	0.10	
Engineering Technician	0.18	0.18	
Maint. Division Supervisor	0.20	0.20	
Admin Assistant I - PW	0.12	0.25	
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	2.32	<u>0.13</u>

Budget Comments

Account #61022 includes multiple equipment repairs.

Account #61024 includes multiple vehicle repairs.

Account #61039 thermoplastic and curb paint \$10,000 and signs & supplies \$5,000. Thermoplastic and curb paint budgeted last year under Account #61046.

Account #61059 covers IWORQ's system, Shred-it services, fire extinguisher services, Bio-med testing, hearing tests and ODOT signal related services.

Account #81003 includes jackhammer, locator, radios, and computer replacement \$2,730.

Account #95600 based on updated costs and vehicle life.

Account #95610 based on updated costs and equipment life.

Accomplishments

Traffic Impact Analysis (TIA's) through consultant of record for MAPS Credit Union, O'Reilly Auto Parts, Dutch Brothers Coffee, and Rite Aid. Cost of TIA's are paid for by development.

Major Issues to be Resolved in the Next 5 Years

Completion of deferred maintenance activities and capital improvement program projects. Continued community support of street utility fee to maintain pavement integrity. Replacement of aging vehicles and equipment.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
<u>STREET FUND</u>							
<u>FEES AND PERMITS</u>							
020-000-42065	TRAFFIC IMPACT FEES	0	0	116,000	30,000	30,000	30,000
020-000-42102	INSPECTION FEES	0	366	500	0	0	0
020-000-42107	DRIVEWAY PERMITS	968	4,400	0	2,000	2,000	2,000
020-000-42108	SIDEWALK PERMITS	2,640	5,104	500	2,000	2,000	2,000
	TOTAL FEES AND PERMITS	3,608	9,870	117,000	34,000	34,000	34,000
<u>INTERGOVERNMENTAL</u>							
020-000-43005	STATE HIWAY APPORTIONMENT	507,475	532,126	425,000	445,000	445,000	445,000
	TOTAL INTERGOVERNMENTAL	507,475	532,126	425,000	445,000	445,000	445,000
<u>MISCELLANEOUS REVENUE</u>							
020-000-45002	INTEREST EARNED	1,632	2,158	500	1,600	1,600	1,600
020-000-45019	MISCELLANEOUS REVENUE	78,713	247	13,000	0	0	0
	TOTAL MISCELLANEOUS REVENUE	80,345	2,405	13,500	1,600	1,600	1,600
<u>BEGINNING FUND BALANCE</u>							
020-000-49090	BEGINNING FUND BALANCE	307,760	432,850	378,455	383,476	383,476	383,476
	TOTAL BEGINNING FUND BALANCE	307,760	432,850	378,455	383,476	383,476	383,476
	TOTAL FUND REVENUE	899,188	977,251	933,955	864,076	864,076	864,076

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016

	2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
STREET FUND						
OPERATIONS						
PERSONNEL SERVICES:						
020-020-51001	FULL TIME SALARIES	99,683	100,598	109,969	107,775	107,775
020-020-51002	PART TIME SALARIES	3,595	3,747	4,111	4,331	9,143
020-020-51003	WORKERS COMP INS	4,807	6,056	4,909	4,759	4,775
020-020-51004	SOCIAL SECURITY/MEDICARE	7,787	7,857	8,940	8,783	9,151
020-020-51005	HEALTH INSURANCE	27,043	29,633	34,384	35,377	36,384
020-020-51006	LIFE/ DISABILITY INS	331	381	472	465	465
020-020-51007	PERS RETIREMENT	10,045	19,423	21,916	23,185	23,892
020-020-51009	OVERTIME SALARIES	1,936	2,325	2,835	2,702	2,702
	TOTAL PERSONNEL SERVICES	155,226	170,020	187,536	187,377	194,287
MATERIALS AND SERVICES:						
020-020-61001	OFFICE SUPPLIES	1,100	758	1,000	1,000	1,000
020-020-61002	PUBLICATIONS	36	590	500	500	500
020-020-61003	ADVERTISING EXPENSE	0	340	500	500	500
020-020-61004	COMMUNICATION EXPENSE	3,117	2,793	3,300	3,300	3,300
020-020-61005	POSTAGE & FREIGHT	176	277	400	300	300
020-020-61006	GAS/ ELECTRIC EXPENSE	748	891	1,200	1,000	1,000
020-020-61009	PERMIT FEES	0	50	1,500	0	0
020-020-61015	TRAVEL, TRAINING & MEETINGS	857	456	2,020	500	500
020-020-61016	DUES & MEMBERSHIPS	179	236	300	300	300
020-020-61022	EQUIPMENT MAINTENANCE	5,008	6,713	10,300	6,800	6,800
020-020-61023	UNIFORM EXPENSE	185	0	200	0	0
020-020-61024	VEHICLE EXPENSE	2,285	5,107	7,620	8,700	8,700
020-020-61030	FUEL EXPENSES	2,703	2,701	2,700	6,200	6,200
020-020-61031	RECORDING FEES	68	158	200	100	100
020-020-61039	TRAFFIC CONTROL SUPPLIES	3,184	12,077	5,000	15,000	15,000
020-020-61041	TREE MAINTENANCE	1,150	500	4,000	4,000	4,000
020-020-61042	SAFETY EQP/ PROT CLTHNG	1,262	1,114	1,500	1,500	1,500
020-020-61043	BUILDING/ GROUNDS MAINTENANCE	873	308	1,500	2,600	2,600
020-020-61044	SMALL TOOLS	368	258	600	600	600
020-020-61045	EQUIPMENT RENTAL	1,239	658	1,000	1,000	1,000
020-020-61046	STREET MAINTENANCE	27,674	9,303	22,000	12,000	12,000
020-020-61050	VEHICLE LEASE PAYMENTS	0	0	0	800	800
020-020-61058	LEGAL SERVICES	0	0	2,500	0	0
020-020-61059	CONTRACTED SERVICES	11,819	4,063	30,500	5,000	5,000
020-020-61065	TRAFFIC IMPACT SERVICES	0	0	116,000	30,000	30,000
020-020-61079	BANK & CHARGE CARD FEES	0	2	0	25	25
020-020-61095	STORM SEWER MAINTENANCE	0	9,750	0	0	0
020-020-62573	MISCELLANEOUS EXPENSE	635	318	500	400	400
020-020-62576	SYSTEM SUBSIDY	0	0	400	0	0
020-020-71000	MINOR EQUIPMENT	982	671	700	1,600	1,600
020-020-71009	SOFTWARE	1,138	387	1,500	1,500	1,500
	TOTAL MATERIALS AND SERVICES	66,783	60,477	219,440	105,225	105,225
CAPITAL OUTLAY:						
020-020-81003	CAPITAL - REPLACEMENT	72,500	1,728	2,241	2,730	2,730
020-020-81031	SIDEWALK CONST/ REPAIR	95,116	21,017	10,000	0	10,000
020-020-85003	CAPITAL - NEW EQUIPMENT	19,787	8,217	8,300	0	0
	TOTAL CAPITAL OUTLAY	187,403	30,962	20,541	2,730	12,730
CONTINGENCY & RESERVES:						
020-020-90001	CONTINGENCY	0	0	92,908	140,067	123,157
020-020-91702	RESERVE - FUTURE EXPENDITURE	0	0	43,032	53,548	53,548
	TOTAL CONTINGENCY & RESERVES	0	0	135,940	193,615	176,705

CITY OF SILVERTON

EXPENDITURES

FISCAL YEAR 2015-2016

	2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
<u>STREET FUND</u>						
<u>TRANSFERS OUT:</u>						
020-020-95001	TRANSFER TO GENERAL FUND	51,110	105,536	110,680	98,056	98,056
020-020-95050	TRANSFER TO DEBT SERVICE	5,654	6,269	6,487	6,298	6,298
020-020-95320	TRANSFER TO STREET CIP FUND	0	25,000	202,556	220,000	220,000
020-020-95600	TRANSFER TO FLEET REPLACEMENT	0	30,200	29,849	29,849	29,849
020-020-95610	TRANSFER TO MAJOR EQUIP REP	0	10,000	20,926	20,926	20,926
020-020-95620	TRANSFER TO EXTENDED LEAVE	162	0	0	0	0
	TOTAL TRANSFERS OUT	56,926	177,005	370,498	375,129	375,129
	TOTAL OPERATIONS	466,338	438,464	933,955	864,076	864,076
	TOTAL FUND EXPENDITURES	466,338	438,464	933,955	864,076	864,076

BUDGET NARRATIVE
Fiscal Year 2015-2016

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 that is 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 #61059 includes Transportation System Plan which is 100% funded by Transportation SDC's \$150,000.

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

Account #95217 includes special area SDCs(\$259,847), which are for the Steelhammer Road improvement project. SDC's are being transferred to the capital project fund for the improvement.

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 the entire master plan project list. 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 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
STREET IMPROVEMENT SDC FUND							
MISCELLANEOUS REVENUE							
021-000-45002	INTEREST EARNED	326	1,798	145	1,000	1,000	1,000
021-000-45007	IMPROVEMENT SDCS	30,841	128,460	33,087	48,075	48,075	48,075
021-000-45008	STEELHAMMER SDCS	0	4,050	984	0	0	0
	TOTAL MISCELLANEOUS REVENUE	31,167	134,308	34,216	49,075	49,075	49,075
TRANSFERS IN							
021-000-46217	TRANSFER FROM STEELHAMMER PR	0	252,433	91	0	0	0
	TOTAL TRANSFERS IN	0	252,433	91	0	0	0
BEGINNING FUND BALANCE							
021-000-49090	BEGINNING FUND BALANCE	55,236	63,967	351,976	615,063	615,063	615,063
	TOTAL BEGINNING FUND BALANCE	55,236	63,967	351,976	615,063	615,063	615,063
	TOTAL FUND REVENUE	86,403	450,708	386,283	664,138	664,138	664,138

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
STREET IMPROVEMENT SDC FUND							
STREET SYSTEM IMPROVEMENTS							
MATERIALS AND SERVICES:							
021-021-61003	ADVERTISING EXPENSE	20	0	0	0	0	0
021-021-61059	CONTRACTED SERVICES	12,416	0	0	150,000	150,000	150,000
	TOTAL MATERIALS AND SERVICES	12,436	0	0	150,000	150,000	150,000
CAPITAL OUTLAY:							
021-021-81801	DEVELOPER SDC CREDITS	10,000	38,129	33,087	33,087	33,087	33,087
	TOTAL CAPITAL OUTLAY	10,000	38,129	33,087	33,087	33,087	33,087
CONTINGENCY & RESERVES:							
021-021-90001	CONTINGENCY	0	0	67,552	221,204	21,204	21,204
021-021-91002	RESERVE FOR STEELHAMMER IMPR	0	0	253,644	259,847	0	0
	TOTAL CONTINGENCY & RESERVES	0	0	321,196	481,051	21,204	21,204
TRANSFERS OUT:							
021-021-95217	TRANSFER TO STEELHMMR PROJ	0	0	0	0	459,847	459,847
021-021-95320	TRANSFER TO STREET CIP FUND	0	0	32,000	0	0	0
	TOTAL TRANSFERS OUT	0	0	32,000	0	459,847	459,847
	TOTAL STREET SYSTEM IMPROVEME	22,436	38,129	386,283	664,138	664,138	664,138
	TOTAL FUND EXPENDITURES	22,436	38,129	386,283	664,138	664,138	664,138

BUDGET NARRATIVE
Fiscal Year 2015-2016

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 is the primary revenue of this fund.

Major Issues to be Resolved in the Next 5 Years

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

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
<u>STREET REIMBURSEMENT SDC</u>							
<u>MISCELLANEOUS REVENUE</u>							
022-000-45002	INTEREST EARNED	250	321	150	200	200	200
022-000-45009	REIMBURSEMENT SDC'S	9,005	29,000	688	10,320	10,320	10,320
	TOTAL MISCELLANEOUS REVENUE	9,255	29,321	838	10,520	10,520	10,520
<u>BEGINNING FUND BALANCE</u>							
022-000-49090	BEGINNING FUND BALANCE	51,233	50,488	66,706	124,835	124,835	124,835
	TOTAL BEGINNING FUND BALANCE	51,233	50,488	66,706	124,835	124,835	124,835
	TOTAL FUND REVENUE	60,488	79,809	67,544	135,355	135,355	135,355

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
<u>STREET REIMBURSEMENT SDC</u>							
<u>STREET REIMBURSEMENT SDC'S</u>							
<u>CONTINGENCY & RESERVES:</u>							
022-022-90001	CONTINGENCY	0	0	35,544	135,355	135,355	135,355
	TOTAL CONTINGENCY & RESERVES	0	0	35,544	135,355	135,355	135,355
<u>TRANSFERS OUT:</u>							
022-022-95320	TRANSFER TO STREET CIP FUND	10,000	0	32,000	0	0	0
	TOTAL TRANSFERS OUT	10,000	0	32,000	0	0	0
	TOTAL STREET REIMBURSEMENT SD	10,000	0	67,544	135,355	135,355	135,355
	TOTAL FUND EXPENDITURES	10,000	0	67,544	135,355	135,355	135,355

BUDGET NARRATIVE
Fiscal Year 2015-2016

FUND: STORMWATER IMPROVEMENT SDC

Program Description/Mission

This fund is dedicated to provide stormwater improvements for the City of Silverton. System development charges (SDC's) for stormwater 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 that make offsite public improvements or oversized improvements benefiting the system.

Account #95323 is \$139,395 (30%) of the Olson ditch project and \$124,600 (20%) of the N 2nd water project.

Major Issues to be Resolved in the Next 5 Years

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. Full funding 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 2015-2016**

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
STORM WATER IMPROVE SDC FUND							
MISCELLANEOUS REVENUE							
023-000-45002	INTEREST EARNED	2,781	2,719	2,500	2,300	2,300	2,300
023-000-45007	IMPROVEMENT SDCS	25,367	27,702	8,417	7,995	7,995	7,995
023-000-45009	REIMBURSEMENT SDCS	331	11,585	0	0	0	0
TOTAL MISCELLANEOUS REVENUE		28,479	42,006	10,917	10,295	10,295	10,295
BEGINNING FUND BALANCE							
023-000-49090	BEGINNING FUND BALANCE	563,974	493,333	508,617	534,039	534,039	534,039
TOTAL BEGINNING FUND BALANCE		563,974	493,333	508,617	534,039	534,039	534,039
TOTAL FUND REVENUE		592,453	535,338	519,534	544,334	544,334	544,334

**CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016**

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
STORM WATER IMPROVE SDC FUND							
STORM WATER SYSTEM IMPROVEMENT							
MATERIALS AND SERVICES:							
023-023-61059	CONTRACTED SERVICES	13,617	0	0	0	0	0
TOTAL MATERIALS AND SERVICES		13,617	0	0	0	0	0
CAPITAL OUTLAY:							
023-023-81801	DEVELOPER SDC CREDITS	503	503	8,417	8,417	8,417	8,417
TOTAL CAPITAL OUTLAY		503	503	8,417	8,417	8,417	8,417
CONTINGENCY & RESERVES:							
023-023-90001	CONTINGENCY	0	0	473,117	271,922	271,922	271,922
TOTAL CONTINGENCY & RESERVES		0	0	473,117	271,922	271,922	271,922
TRANSFERS OUT:							
023-023-95024	TRANSFER TO STORM WATER REIMB	0	0	10,000	0	0	0
023-023-95323	TRANSFER TO STORM WATER CIP	85,000	0	28,000	263,995	263,995	263,995
TOTAL TRANSFERS OUT		85,000	0	38,000	263,995	263,995	263,995
TOTAL STORM WATER SYSTEM IMPR		99,120	503	519,534	544,334	544,334	544,334
TOTAL FUND EXPENDITURES		99,120	503	519,534	544,334	544,334	544,334

BUDGET NARRATIVE
Fiscal Year 2015-2016

FUND: STORMWATER REIMBURSEMENT SDC

Program Description/Mission

The overall mission is to provide resources for any combination of stormwater capital improvement debt, stormwater capacity improvements or any other stormwater improvements. Stormwater 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

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

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
<u>STORM WATER REIMB SDC FUND</u>							
<u>MISCELLANEOUS REVENUE</u>							
024-000-45002	INTEREST EARNED	0	0	10	50	50	50
024-000-45009	REIMBURSEMENT SDCS	0	993	331	4,965	4,965	4,965
	TOTAL MISCELLANEOUS REVENUE	0	993	341	5,015	5,015	5,015
<u>TRANSFERS IN</u>							
024-000-46023	TRANSFER FRM STORM WTR IMP SD	0	0	10,000	0	0	0
	TOTAL TRANSFERS IN	0	0	10,000	0	0	0
<u>BEGINNING FUND BALANCE</u>							
024-000-49090	BEGINNING FUND BALANCE	0	0	0	28,469	28,469	28,469
	TOTAL BEGINNING FUND BALANCE	0	0	0	28,469	28,469	28,469
	TOTAL FUND REVENUE	0	993	10,341	33,484	33,484	33,484

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
<u>STORM WATER REIMB SDC FUND</u>							
<u>STORM WATER CAPITAL PROJECTS</u>							
<u>CONTINGENCY & RESERVES:</u>							
024-024-90001	CONTINGENCY	0	0	10,341	33,484	33,484	33,484
	TOTAL CONTINGENCY & RESERVES	0	0	10,341	33,484	33,484	33,484
	TOTAL STORM WATER CAPITAL PRO	0	0	10,341	33,484	33,484	33,484
	TOTAL FUND EXPENDITURES	0	0	10,341	33,484	33,484	33,484

BUDGET NARRATIVE
Fiscal Year 2015-2016

FUND: STREET LIGHT IMPROVEMENT

Program Description/Mission

This fund is being used to account for the revenues received from Portland General Electric (PGE) for the buy-out of the light poles that were owned by the City. The resources will be expended when a project is decided.

Budget Comments

Account #81005 allows funds to be used for a street light project.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2015-2016

	2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
<u>STREET LIGHT IMPROVEMENT FUND</u>						
<u>MISCELLANEOUS REVENUE</u>						
025-000-45002 INTEREST EARNED	0	244	400	750	750	750
025-000-45019 MISCELLANEOUS REVENUE	0	193,869	0	0	0	0
TOTAL MISCELLANEOUS REVENUE	0	194,113	400	750	750	750
<u>BEGINNING FUND BALANCE</u>						
025-000-49090 BEGINNING FUND BALANCE	64,703	0	181,412	195,078	195,078	195,078
TOTAL BEGINNING FUND BALANCE	64,703	0	181,412	195,078	195,078	195,078
TOTAL FUND REVENUE	64,703	194,113	181,812	195,828	195,828	195,828

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016

	2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
<u>STREET LIGHT IMPROVEMENT FUND</u>						
<u>STREET LIGHTING IMPROVEMENTS</u>						
<u>CAPITAL OUTLAY:</u>						
025-025-81005 STREET LIGHT IMPROVEMENTS	0	0	181,812	195,828	195,828	195,828
TOTAL CAPITAL OUTLAY	0	0	181,812	195,828	195,828	195,828
<u>TRANSFERS OUT:</u>						
025-025-95001 TRANSFER TO GENERAL FUND	64,703	0	0	0	0	0
TOTAL TRANSFERS OUT	64,703	0	0	0	0	0
TOTAL STREET LIGHTING IMPROVEM	64,703	0	181,812	195,828	195,828	195,828
TOTAL FUND EXPENDITURES	64,703	0	181,812	195,828	195,828	195,828

REVENUE BUDGET NARRATIVE
Fiscal Year 2015-2016

FUND: STREET MAINTENANCE FEE

Program Description/Mission

Fiscal Year (FY) 2015-2016 will be the third year of the Street Maintenance Fee Fund. 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 monthly 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. Development of a project list continues and the first round of maintenance began the summer of 2014.

Budget Comments

Account #85020 will cover costs for street maintenance. For FY 2015-2016, the maintenance projects will include street sealing (crack sealing, slurry sealing, and/or chip sealing).

Accomplishments:

Completed overlay of eight City streets \$221,767.03.
Completed paving of James Street Railroad Crossing, partially funded by this fee.

Major Issues to be Resolved in the Next 5 Years

Continued community support to collect and increase funds to maintain or improve the current street infrastructure owned or controlled by the City as identified in the Pavement Condition Index report.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
<u>STREET MAINTENANCE FEE FUND</u>							
<u>FEEES AND PERMITS</u>							
027-000-42172	STREET MAINTENANCE FEE	0	210,564	190,000	230,000	230,000	230,000
	TOTAL FEES AND PERMITS	0	210,564	190,000	230,000	230,000	230,000
<u>MISCELLANEOUS REVENUE</u>							
027-000-45002	INTEREST EARNED	0	368	80	600	600	600
	TOTAL MISCELLANEOUS REVENUE	0	368	80	600	600	600
<u>BEGINNING FUND BALANCE</u>							
027-000-49090	BEGINNING FUND BALANCE	0	0	140,200	221,465	221,465	221,465
	TOTAL BEGINNING FUND BALANCE	0	0	140,200	221,465	221,465	221,465
	TOTAL FUND REVENUE	0	210,933	330,280	452,065	452,065	452,065

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
<u>STREET MAINTENANCE FEE FUND</u>							
<u>STREET IMPROVEMENTS</u>							
<u>MATERIALS AND SERVICES:</u>							
027-027-61003	ADVERTISING	0	0	500	1,000	1,000	1,000
	TOTAL MATERIALS AND SERVICES	0	0	500	1,000	1,000	1,000
<u>CAPITAL OUTLAY:</u>							
027-027-85020	STREET CAPITAL IMPROVEMENTS	0	0	280,000	451,065	451,065	451,065
	TOTAL CAPITAL OUTLAY	0	0	280,000	451,065	451,065	451,065
<u>CONTINGENCY & RESERVES:</u>							
027-027-90001	CONTINGENCY	0	0	49,780	0	0	0
	TOTAL CONTINGENCY & RESERVES	0	0	49,780	0	0	0
	TOTAL STREET IMPROVEMENTS	0	0	330,280	452,065	452,065	452,065
	TOTAL FUND EXPENDITURES	0	0	330,280	452,065	452,065	452,065

REVENUE BUDGET NARRATIVE
Fiscal Year 2015-2016

FUND: STORMWATER FEE

Program Description/Mission

Fiscal year 2015-2016 will be the third year of the Stormwater Fee Fund. It was created to account for the new Stormwater Fee revenues and expenditures that meet the criteria set by City Council. The current fee was established by Resolution 15-10 and was passed by Council at the April 6th, 2015 City Council meeting. The fee is \$3.00 per equivalent dwelling unit and will be used to pay costs associated with planning, management, construction, preservation, and maintenance of City's Stormwater System. Project selection will be based on master plan recommendations.

Budget Comments

Account #95600 covers 50% of the costs to accumulate funds to replace the Vector truck.

Major Issues to be Resolved in the Next 5 Years

Continued community support to collect and increase funds to maintain or improve the current stormwater infrastructure owned or controlled by the City.

REVENUE BUDGET NARRATIVE
Fiscal Year 2015-2016

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. This budget includes the rate increase adopted by Council at the April 6th, 2015 meeting, effective on July 01, 2015.

The sewer fund currently carries a debt load of \$10,850,000 (as of June 30, 2014) for prior improvements made to both the collection system and the Wastewater Treatment Plant.

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 on the billings for 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 customers are charged based on actual usage. Industrial customer are charged a base and flow fee, and load charges based on \$/Lb. of BOD and TSS. The City is currently in the process to revise the City Code pertaining to utilities and the method used for residential customers could change.

Miscellaneous: Includes interest earned on funds deposited with the Local Government Investment Pool.

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 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
<u>SEWER FUND</u>							
<u>FEEES AND PERMITS</u>							
030-000-42101	SEWER SERVICE CHARGES	2,691,601	3,100,209	2,897,992	3,183,197	3,183,197	3,183,197
030-000-42102	INSPECTION FEES	0	702	0	0	0	0
	TOTAL FEES AND PERMITS	2,691,601	3,100,911	2,897,992	3,183,197	3,183,197	3,183,197
<u>MISCELLANEOUS REVENUE</u>							
030-000-45002	INTEREST EARNED	1,901	3,722	1,500	4,000	4,000	4,000
030-000-45016	RENTAL RECEIPTS	12,000	12,000	12,000	0	0	0
030-000-45019	MISCELLANEOUS REVENUE	296	105	0	0	0	0
	TOTAL MISCELLANEOUS REVENUE	14,198	15,827	13,500	4,000	4,000	4,000
<u>BEGINNING FUND BALANCE</u>							
030-000-49090	BEGINNING FUND BALANCE	423,766	528,288	592,952	1,193,030	1,193,030	1,193,030
	TOTAL BEGINNING FUND BALANCE	423,766	528,288	592,952	1,193,030	1,193,030	1,193,030
	TOTAL FUND REVENUE	3,129,564	3,645,025	3,504,444	4,380,227	4,380,227	4,380,227

BUDGET NARRATIVE
Fiscal Year 2015-2016

FUND: SEWER
DEPARTMENT: OPERATIONS

STAFF LEVEL 2016: 5.43 FTE
STAFF LEVEL 2015: 5.43 FTE

Program Description/Mission

This program accounts for administration and the operation of the Wastewater Treatment Plant (WWTP) and eight (8) lift stations by Water Quality Division staff. This division is responsible for treatment of wastewater, clean effluent disposal and treated biosolids disposal. The Water Quality Division annually treats over 356 million gallons of raw sewage received from the City's residential, commercial, and industrial customers.

<u>Personnel</u>	2015	2016	FTE
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>Change</u>
Public Works Director	0.49	0.49	
Admin Assistant II - PW	0.45	0.45	
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	
Total	5.43	5.43	0.00

Budget Comments

Account #61022 covers maintenance of the UV lamp \$10,000, headworks \$3,000, primary clarifier drive and sludge vault \$2,000, primary sludge gravity thickener \$1,000, secondary clarifier \$2,000, aeration basin \$4,000, effluent pump station \$1,000, SCADA \$1,000, emergency generator \$2,000, DAFT \$2,000, RAS/WAS pump \$3,000, hydrated lime slurry feed system \$1,000, crane and hoist \$2,000, digester and pumping system \$4,000, inline chemical monitor \$1,000, and HVAC \$2,000.

Account #61059 covers Bio-med testing, shredding services, ARC contract, and SCADA PCL.

Account #62615 covers Oregon Garden maintenance \$10,000.

Account #81003 covers replacement of the control-building sewer pump station (\$15,000), and Lane Pump Station Control Cabinet (\$22,000). Also an influent compositer sampler (\$6,000), confined space meter, (\$3,000) and aeration two basin mixer replacements for \$50,000.

Account #95600 is based on updated costs and vehicle life.

Account #95610 is based on updated costs and equipment life.

Accomplishments

Completed the WWTP SCADA upgrade; removed trees & fencing for Silver Creek Bank Stabilization project; replaced pumps in the Hobart liftstation; refurbished treatment units for UV disinfection process; rebuilt aeration basin blower motors; repaired dissolved air floatation thickener (DAFT) drive unit; replaced roof material on the Control Building; replaced HVAC for the RAS/WAS Building; replaced lobes in digester feed and primary sludge pumps; repaired digester boiler recirculation system; replaced primary clarifier valve actuators; land apply 1.4 MG Class B Biosolids; and installed privacy slats for Munson Road liftstation.

Major Issues to be Resolved in the Next 5 Years

Complete projects identified in the updated Capital Improvement Plan. Complete the solids handling master plan project including Digester #3.

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
SEWER FUND							
OPERATIONS							
PERSONNEL SERVICES:							
030-030-51001	FULL TIME SALARIES	327,584	301,327	329,943	334,591	334,591	334,591
030-030-51002	PART TIME SALARIES	1,436	0	0	0	0	0
030-030-51003	WORKERS COMP INS	10,214	9,793	13,025	13,426	13,426	13,426
030-030-51004	SOCIAL SECURITY/MEDICARE	24,544	23,847	25,931	26,585	26,585	26,585
030-030-51005	HEALTH INSURANCE	69,246	62,850	79,588	65,947	65,947	65,947
030-030-51006	LIFE/ DISABILITY INS	1,003	979	1,318	1,346	1,346	1,346
030-030-51007	PERS RETIREMENT	33,025	57,322	64,984	73,535	73,535	73,535
030-030-51009	OVERTIME SALARIES	10,652	12,798	9,021	12,926	12,926	12,926
TOTAL PERSONNEL SERVICES		477,704	468,915	523,810	528,356	528,356	528,356
MATERIALS AND SERVICES:							
030-030-61001	OFFICE SUPPLIES	1,651	1,876	2,750	2,500	2,500	2,500
030-030-61002	PUBLICATIONS	123	29	100	100	100	100
030-030-61003	ADVERTISING EXPENSE	383	2,276	500	500	500	500
030-030-61004	COMMUNICATION EXPENSE	7,388	8,662	8,610	11,520	11,520	11,520
030-030-61005	POSTAGE & FREIGHT	6,681	7,945	15,000	9,000	9,000	9,000
030-030-61006	GAS/ELECTRIC EXPENSE	149,604	149,789	165,600	166,000	166,000	166,000
030-030-61009	PERMIT FEES	9,043	10,553	10,150	10,700	10,700	10,700
030-030-61015	TRAVEL, TRAINING & MEETINGS	1,830	1,730	4,700	2,700	2,700	2,700
030-030-61016	DUES & MEMBERSHIPS	979	1,082	1,500	1,500	1,500	1,500
030-030-61022	EQUIPMENT MAINTENANCE	31,348	51,158	53,000	43,000	43,000	43,000
030-030-61024	VEHICLE EXPENSE	2,461	1,501	7,125	5,000	5,000	5,000
030-030-61030	FUEL EXPENSES	5,184	4,239	4,500	4,500	4,500	4,500
030-030-61040	LIFT STATION MAINTENANCE	8,381	3,683	7,000	7,000	7,000	7,000
030-030-61042	SAFETY EQP/ PROT CLTHNG	780	916	2,000	2,000	2,000	2,000
030-030-61043	BUILDING/ GROUNDS MAINTENANCE	13,009	6,401	11,500	14,500	14,500	14,500
030-030-61044	SMALL TOOLS	881	726	700	700	700	700
030-030-61045	EQUIPMENT RENTAL	3,786	2,540	1,400	2,360	2,360	2,360
030-030-61048	SEWER SYSTEM MAINTENANCE	0	135	0	0	0	0
030-030-61050	VEHICLE LEASE PAYMENTS	0	0	0	800	800	800
030-030-61059	CONTRACTED SERVICES	12,044	9,199	35,885	10,885	10,885	10,885
030-030-61079	BANK & CHARGE CARD FEES	0	3,057	2,000	4,800	4,800	4,800
030-030-62525	LAB/CHEMICAL SUPPLIES	38,376	24,621	40,691	40,000	40,000	40,000
030-030-62554	SLUDGE DISPOSAL	30,090	30,672	108,535	60,000	60,000	60,000
030-030-62560	WATER TESTS	18,924	17,798	32,000	20,000	20,000	20,000
030-030-62573	MISCELLANEOUS EXPENSE	8	49	100	100	100	100
030-030-62615	OREGON GARDEN OPERATIONS	5,977	6,611	21,000	10,000	10,000	10,000
030-030-71000	MINOR EQUIPMENT	1,055	1,357	500	500	500	500
030-030-71009	SOFTWARE	0	68	950	0	0	0
TOTAL MATERIALS AND SERVICES		349,987	348,674	537,796	430,665	430,665	430,665
CAPITAL OUTLAY:							
030-030-81003	CAPITAL - REPLACEMENT	19,823	45,758	21,100	96,600	96,600	96,600
030-030-85003	CAPITAL - NEW	12,103	30,000	0	0	0	0
TOTAL CAPITAL OUTLAY		31,926	75,758	21,100	96,600	96,600	96,600
CONTINGENCY & RESERVES:							
030-030-90001	CONTINGENCY	0	0	348,145	532,546	532,546	532,546
030-030-91072	RESERVE - FUTURE EXPENDITURE	0	0	11,560	23,120	23,120	23,120
TOTAL CONTINGENCY & RESERVES		0	0	359,705	555,666	555,666	555,666
TRANSFERS OUT:							
030-030-95001	TRANSFER TO GENERAL FUND	401,020	412,918	439,570	438,766	438,766	438,766
030-030-95050	TRANSFER TO DEBT SERVICE	24,120	26,813	27,815	27,439	27,439	27,439
030-030-95330	TRANSFER TO SEWER CIP FUND	212,698	60,000	325,637	1,052,975	1,052,975	1,052,975
030-030-95600	TRANSFER TO FLEET REPLACEMENT	12,043	23,100	65,870	65,870	65,870	65,870
030-030-95610	TRANSFER TO MAJOR EQUIP REP	5,423	15,800	21,889	21,889	21,889	21,889
030-030-95620	TRANSFER TO EXTENDED LEAVE	1,593	0	0	0	0	0
TOTAL TRANSFERS OUT		656,897	538,631	880,781	1,606,939	1,606,939	1,606,939

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
<u>SEWER FUND</u>							
<u>DEBT SERVICE:</u>							
030-030-96020	SEWER REF BONDS 2010 - PRIN	265,000	295,000	295,000	300,000	300,000	300,000
030-030-96021	SEWER REF BONDS 2010 - INT	312,331	304,381	295,535	286,682	286,682	286,682
030-030-96022	DIGESTER PROJ DEBT 2011 PRIN	95,000	70,000	85,000	90,000	90,000	90,000
030-030-96023	DIGESTER PROJECT DEBT 2011 INT	157,810	155,910	154,510	151,960	151,960	151,960
	TOTAL DEBT SERVICE	830,141	825,291	830,045	828,642	828,642	828,642
	TOTAL OPERATIONS	2,346,655	2,257,270	3,153,237	4,046,868	4,046,868	4,046,868



This page intentionally left blank

BUDGET NARRATIVE
Fiscal Year 2015-2016

FUND: SEWER
DEPARTMENT: MAINTENANCE

STAFF LEVEL 2016: 3.17 FTE
STAFF LEVEL 2015: 3.17 FTE

Program Description/Mission

This program accounts for the operation and maintenance of the sewer collection system. The sewer system consists of approximately 28 miles of sewer mains, 1,400 manholes, and over 3,000 service connections. The division is responsible for ongoing maintenance, monitoring, and cleaning of the system and responds to sewer related customer issues 24 hours a day all year.

Personnel

	2015	2016	FTE
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>Change</u>
Maintenance Division Supervisor	0.36	0.36	
Admin Assistant I – Public Works	0.33	0.33	
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	3.17	3.17	<u>0.00</u>

Budget Comments

Account #61022 includes multiple equipment repairs.

Account #61024 includes multiple vehicle repairs.

Account #61059 includes costs for fire extinguisher services, locates, IWORQs system, Bio-Med testing and hearing tests.

Account #81003 includes replacement of computer, jackhammer, locator, sewerline camera and reel, radios, and vactor truck nozzles, leader and pipe extension (\$14,600).

Account #85003 includes vactor truck cleaning nozzle (\$720).

Accomplishments

Maintenance Division started annual sewerline flushing and preventive maintenance program.

Major Issues to be Resolved in the Next 5 Years

Cleaning of the system and condition assessment of manholes. Video inspection and assessment of approximately 10% of the sewer mainlines. Focus will be to identify mains with high levels of infiltration and inflow.

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016

	2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
SEWER FUND						
SEWER MAINTENANCE						
PERSONNEL SERVICES:						
030-035-51001	FULL TIME SALARIES	124,644	130,549	141,260	135,172	135,172
030-035-51002	PART TIME SALARIES	6,143	10,992	12,059	12,703	12,703
030-035-51003	WORKERS COMP INS	4,725	5,286	8,054	7,800	7,800
030-035-51004	SOCIAL SECURITY/MEDICARE	10,101	10,728	12,112	11,754	11,754
030-035-51005	HEALTH INSURANCE	38,698	43,915	50,564	53,449	53,449
030-035-51006	LIFE/ DISABILITY INS	518	620	753	744	744
030-035-51007	PERS RETIREMENT	12,814	26,158	29,655	30,856	30,856
030-035-51009	OVERTIME SALARIES	4,775	3,209	5,000	5,761	5,761
	TOTAL PERSONNEL SERVICES	202,418	231,457	259,457	258,239	258,239
MATERIALS AND SERVICES:						
030-035-61001	OFFICE SUPPLIES	1,025	654	1,000	350	350
030-035-61002	PUBLICATIONS	7	0	50	50	50
030-035-61003	ADVERTISING EXPENSE	0	0	100	50	50
030-035-61004	COMMUNICATION EXPENSE	2,295	2,515	2,500	3,000	3,000
030-035-61005	POSTAGE & FREIGHT	46	128	500	100	100
030-035-61006	GAS/ELECTRIC EXPENSE	1,378	1,678	1,500	1,000	1,000
030-035-61015	TRAVEL, TRAINING & MEETINGS	665	649	2,805	2,400	2,400
030-035-61016	DUES & MEMBERSHIPS	249	362	500	850	850
030-035-61022	EQUIPMENT MAINTENANCE	6,125	6,715	7,675	4,000	4,000
030-035-61024	VEHICLE EXPENSE	2,856	2,031	8,695	6,000	6,000
030-035-61030	FUEL EXPENSES	4,857	5,265	6,000	9,500	9,500
030-035-61031	RECORDING FEES	17	102	200	100	100
030-035-61042	SAFETY EQP/ PROT CLTHNG	1,051	1,217	2,000	2,000	2,000
030-035-61043	BUILDING/ GROUNDS MAINTENANCE	900	302	1,500	2,100	2,100
030-035-61044	SMALL TOOLS	341	228	800	800	800
030-035-61045	EQUIPMENT RENTAL	227	1,005	600	600	600
030-035-61048	SEWER SYSTEM MAINTENANCE	12,880	3,591	20,000	13,600	13,600
030-035-61058	LEGAL SERVICES	0	0	2,500	0	0
030-035-61059	CONTRACTED SERVICES	2,675	7,612	11,200	6,000	6,000
030-035-62573	MISCELLANEOUS EXPENSE	249	822	1,000	500	500
030-035-62600	PETTIT PROPERTY MAINTENANCE	684	25,008	8,300	1,500	1,500
030-035-71000	MINOR EQUIPMENT	1,857	360	700	2,800	2,800
030-035-71009	SOFTWARE	1,527	554	2,500	2,500	2,500
	TOTAL MATERIALS AND SERVICES	41,909	60,800	82,625	59,800	59,800
CAPITAL OUTLAY:						
030-035-81003	CAPITAL - REPLACEMENT EQUIPMNT	1,480	1,857	8,125	14,600	14,600
030-035-85003	CAPITAL - NEW	8,813	10,639	1,000	720	720
	TOTAL CAPITAL OUTLAY	10,293	12,495	9,125	15,320	15,320
	TOTAL SEWER MAINTENANCE	254,621	304,752	351,207	333,359	333,359
	TOTAL FUND EXPENDITURES	2,601,276	2,562,021	3,504,444	4,380,227	4,380,227

BUDGET NARRATIVE
Fiscal Year 2015-2016

FUND: SEWER IMPROVEMENT SDC

Program Description/Mission

This fund is dedicated to capacity increasing sanitary sewer improvement projects. The primary revenue source for this fund is from system development charges (SDC's) received that are used for sanitary sewer improvements that increase capacity or are growth related. The 2007 Wastewater System Facility Master Plan is the planning document for this budget. As of June 30, 2014, this fund had a potential payout for developer SDC credits in the amount of \$323,441.

Budget Comments

Account #81801 includes credits to developers that make offsite public improvements or oversize improvements benefiting the system. The amount shown is a portion of the total all possible payouts of \$323,441 as of June 30, 2014.

Major Issues to be Resolved in the Next 5 Years

Maintain adequate funding to meet sanitary sewer needs as new growth occurs. Current sanitary SDC methodology includes the entire master plan project list. Continued implementation of the rate increases identified in the 2013 Rate Study will need consideration if the City expects to build all of the sanitary sewer projects when needed.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
SEWER IMPROVEMENT SDC FUND							
MISCELLANEOUS REVENUE							
031-000-45002	INTEREST EARNED	581	696	350	1,000	1,000	1,000
031-000-45007	IMPROVEMENT SDCS	29,876	121,874	323,441	43,515	43,515	43,515
	TOTAL MISCELLANEOUS REVENUE	30,456	122,570	323,791	44,515	44,515	44,515
BEGINNING FUND BALANCE							
031-000-49090	BEGINNING FUND BALANCE	102,465	104,305	112,359	294,353	294,353	294,353
	TOTAL BEGINNING FUND BALANCE	102,465	104,305	112,359	294,353	294,353	294,353
	TOTAL FUND REVENUE	132,922	226,875	436,150	338,868	338,868	338,868

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
SEWER IMPROVEMENT SDC FUND							
SEWER SYSTEM IMPROVEMENT							
MATERIALS AND SERVICES:							
031-031-61059	CONTRACTED SERVICES	13,617	0	0	0	0	0
	TOTAL MATERIALS AND SERVICES	13,617	0	0	0	0	0
CAPITAL OUTLAY:							
031-031-81801	DEVELOPER SDC CREDITS	15,000	32,677	323,441	23,441	23,441	23,441
	TOTAL CAPITAL OUTLAY	15,000	32,677	323,441	23,441	23,441	23,441
CONTINGENCY & RESERVES:							
031-031-90001	CONTINGENCY	0	0	87,709	15,427	15,427	15,427
031-031-91301	RESERVE- SEWER CAPACITY IMP	0	0	0	300,000	300,000	300,000
	TOTAL CONTINGENCY & RESERVES	0	0	87,709	315,427	315,427	315,427
TRANSFERS OUT:							
031-031-95330	TRANSFER TO SEWER CIP FUND	0	0	25,000	0	0	0
	TOTAL TRANSFERS OUT	0	0	25,000	0	0	0
	TOTAL SEWER SYSTEM IMPROVEME	28,617	32,677	436,150	338,868	338,868	338,868
	TOTAL FUND EXPENDITURES	28,617	32,677	436,150	338,868	338,868	338,868

BUDGET NARRATIVE
Fiscal Year 2015-2016

FUND: SEWER REIMBURSEMENT SDC

Program Description/Mission

The overall mission is to provide resources for any combination of sewer capital improvement debt, sewer capacity improvement and any other sewer improvements. Sewer reimbursement system development charges (SDC's) collected from new development is the primary revenue of this fund.

During the 2014-2015 Fiscal Year, 2.28 acres of the Pettit Property were sold and the revenues were received by this fund as part of a payback for funds used when the property was originally purchased. The remaining amount owed will be received when transient taxes are received from the new lodging that is anticipated to be built on the 2.28 acres.

Major Issues to be Resolved in the Next 5 Years

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

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
<u>SEWER REIMBURSEMENT SDC FUND</u>							
<u>MISCELLANEOUS REVENUE</u>							
032-000-45002	INTEREST EARNED	182	424	300	500	500	500
032-000-45009	REIMBURSEMENT SDCS	20,965	87,918	2,031	30,465	30,465	30,465
	TOTAL MISCELLANEOUS REVENUE	21,147	88,342	2,331	30,965	30,965	30,965
<u>BEGINNING FUND BALANCE</u>							
032-000-49090	BEGINNING FUND BALANCE	28,136	49,284	96,882	208,192	508,192	508,192
	TOTAL BEGINNING FUND BALANCE	28,136	49,284	96,882	208,192	508,192	508,192
	TOTAL FUND REVENUE	49,284	137,626	99,213	239,157	539,157	539,157

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
<u>SEWER REIMBURSEMENT SDC FUND</u>							
<u>SEWER REIMBURSEMENT SDC</u>							
<u>CONTINGENCY & RESERVES:</u>							
032-032-90001	CONTINGENCY	0	0	74,213	239,157	539,157	539,157
	TOTAL CONTINGENCY & RESERVES	0	0	74,213	239,157	539,157	539,157
<u>TRANSFERS OUT:</u>							
032-032-95330	TRANSFER TO SEWER CIP FUND	0	0	25,000	0	0	0
	TOTAL TRANSFERS OUT	0	0	25,000	0	0	0
	TOTAL SEWER REIMBURSEMENT SD	0	0	99,213	239,157	539,157	539,157
	TOTAL FUND EXPENDITURES	0	0	99,213	239,157	539,157	539,157

BUDGET NARRATIVE
Fiscal Year 2015-2016

FUND: SEWER DEBT RESERVE

Budget Comments

This fund was created to accumulate the resources dedicated to pay debt owed by the Sewer Fund. The Sewer Fund is required to maintain, per the bond covenants, a specific amount of resources to cover future bond payments. This fund was setup for that purpose and currently has sufficient resources to meet the covenant requirement.

The resources are from the required reserve that was previously in the Sewer Fund, the remaining balance of funds in the Debt Service fund are from the Transient Taxes that per Council are dedicated to help pay Sewer fund debt.

Funds above the requirement will be accumulated and then used to call bonds to reduce the Sewer Fund debt burden of sewer customers.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
<u>SEWER DEBT RESERVE FUND</u>							
<u>MISCELLANEOUS REVENUE</u>							
036-000-45002	INTEREST EARNED	5,019	5,063	5,250	4,900	4,900	4,900
	TOTAL MISCELLANEOUS REVENUE	5,019	5,063	5,250	4,900	4,900	4,900
<u>TRANSFERS IN</u>							
036-000-46017	TRANSFER FROM TRANSIENT TAX	59,643	64,152	60,000	65,000	65,000	65,000
	TOTAL TRANSFERS IN	59,643	64,152	60,000	65,000	65,000	65,000
<u>BEGINNING FUND BALANCE</u>							
036-000-49090	BEGINNING FUND BALANCE	865,431	930,093	994,543	1,064,335	1,064,335	1,064,335
	TOTAL BEGINNING FUND BALANCE	865,431	930,093	994,543	1,064,335	1,064,335	1,064,335
	TOTAL FUND REVENUE	930,093	999,307	1,059,793	1,134,235	1,134,235	1,134,235

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
<u>SEWER DEBT RESERVE FUND</u>							
<u>DEBT SERVICES</u>							
<u>CONTINGENCY & RESERVES:</u>							
036-036-91009	RESERVE FOR DEBT SERVICE	0	0	1,059,793	1,134,235	1,134,235	1,134,235
	TOTAL CONTINGENCY & RESERVES	0	0	1,059,793	1,134,235	1,134,235	1,134,235
	TOTAL DEBT SERVICES	0	0	1,059,793	1,134,235	1,134,235	1,134,235
	TOTAL FUND EXPENDITURES	0	0	1,059,793	1,134,235	1,134,235	1,134,235

REVENUE BUDGET NARRATIVE
Fiscal Year 2015-2016

FUND: WATER

Budget Comments

Water 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 rate increase adopted by Council in April 2015, effective on July 01, 2015.

The water fund currently carries a debt load of \$1,590,944 (as of June 30, 2014) for prior improvements made to both the distribution system and the Water Treatment Plant.

Fees and Permits: The primary revenue source within this category is from water sales. Water customers are charged a base rate and a commodity rate per hundred cubic feet.

Miscellaneous: Includes 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 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
<u>WATER FUND</u>							
<u>FEES AND PERMITS</u>							
040-000-42101	WATER SERVICE CHARGES	1,530,689	1,591,196	1,568,448	1,801,855	1,801,855	1,801,855
040-000-42102	INSPECTION FEES	0	929	0	0	0	0
040-000-42106	PLAN REVIEW FEES	0	93	0	0	0	0
040-000-42140	ADMIN FEES	31,485	33,850	27,000	10,000	10,000	10,000
	TOTAL FEES AND PERMITS	1,562,174	1,626,067	1,595,448	1,811,855	1,811,855	1,811,855
<u>MISCELLANEOUS REVENUE</u>							
040-000-45002	INTEREST EARNED	2,818	3,896	2,250	2,500	2,500	2,500
040-000-45008	DELINQUENT/LATE CHARGES	48,432	49,168	51,000	50,000	50,000	50,000
040-000-45010	NEW WATER METER CONNECTIONS	5,380	18,570	5,800	5,000	5,000	5,000
040-000-45016	RENTAL RECEIPTS	9,000	9,000	10,500	9,000	9,000	9,000
040-000-45019	MISCELLANEOUS REVENUE	5,924	442	500	0	0	0
	TOTAL MISCELLANEOUS REVENUE	71,554	81,076	70,050	66,500	66,500	66,500
<u>OTHER FUNDING SOURCES</u>							
040-000-48090	BOND PROCEEDS	0	1,663,000	0	0	0	0
	TOTAL OTHER FUNDING SOURCES	0	1,663,000	0	0	0	0
<u>BEGINNING FUND BALANCE</u>							
040-000-49090	BEGINNING FUND BALANCE	661,069	676,532	841,255	769,514	769,514	769,514
	TOTAL BEGINNING FUND BALANCE	661,069	676,532	841,255	769,514	769,514	769,514
	TOTAL FUND REVENUE	2,294,797	4,046,676	2,506,753	2,647,869	2,647,869	2,647,869

BUDGET NARRATIVE
Fiscal Year 2015-2016

FUND: WATER
DEPARTMENT: OPERATIONS

STAFF LEVEL 2016: 2.92 FTE
STAFF LEVEL 2015: 2.92 FTE

Program Description/Mission

This program accounts for the operation and maintenance of the Water Treatment Plant (WTP), three pump stations, two surface water supply sources, and three reservoirs totaling 5.5 MG by Water Quality Division staff. This division is responsible for treatment of drinking water. The Water Quality Division annually treats over 510 million gallons of drinking and firefighting water for the City's residential, commercial, and industrial customers.

Personnel

	2015	2016	FTE
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>Change</u>
Public Works Director	0.36	0.36	
Admin Assistant II - PW	0.40	0.40	
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	2.92	<u>0.00</u>

Budget Comments

Account #61022 includes Abiqua intake \$2,000, Silver Creek intake \$1,000, WTP Plant 1 mixer maintenance \$1,000, WTP Plant 2 clarifier drive & rack assembly maintenance \$1,000, chemical feed pump maintenance \$1,000, hypochlorite generator maintenance \$1,000, anthracite filter material \$2,000, SCADA maintenance \$7,500, cathodic system maintenance 2MG reservoir \$1,000, 2MG reservoir dive inspection and cleaning \$9,000, WTP transducer maintenance \$2,000, and annual emergency generator maintenance \$1,500.

Account #61059 covers PLC programming, shredding services, annual hearing tests and water report printing.

Account #81003 includes Fluoride dosing equipment replacement \$85,000

Account #95600 is based on updated costs and vehicle life.

Account #95610 is based on updated costs and equipment life.

Accomplishments

Completed annual Abiqua dam maintenance.

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 2015-2016

	2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
WATER FUND						
WATER QUALITY OPERATIONS						
PERSONNEL SERVICES:						
040-040-51001	FULL TIME SALARIES	184,819	152,697	187,618	192,022	192,022
040-040-51002	PART TIME SALARIES	1,423	0	0	0	0
040-040-51003	WORKERS COMP INS	5,316	4,922	6,081	6,138	6,138
040-040-51004	SOCIAL SECURITY/MEDICARE	13,877	11,764	14,600	14,914	14,914
040-040-51005	HEALTH INSURANCE	37,948	34,772	42,548	40,578	40,578
040-040-51006	LIFE/ DISABILITY INS	499	468	613	622	622
040-040-51007	PERS RETIREMENT	18,776	30,816	36,286	40,439	40,439
040-040-51009	OVERTIME SALARIES	2,177	2,613	3,218	2,930	2,930
	TOTAL PERSONNEL SERVICES	264,836	238,053	290,964	297,643	297,643
MATERIALS AND SERVICES:						
040-040-61001	OFFICE SUPPLIES	2,063	2,321	3,000	2,500	2,500
040-040-61002	PUBLICATIONS	29	29	100	100	100
040-040-61003	ADVERTISING EXPENSE	0	244	300	300	300
040-040-61004	COMMUNICATION EXPENSE	6,508	8,206	6,870	12,320	12,320
040-040-61005	POSTAGE & FREIGHT	8,780	10,107	17,125	12,000	12,000
040-040-61006	GAS/ELECTRIC EXPENSE	45,687	51,844	55,000	55,000	55,000
040-040-61009	PERMIT FEES	669	2,858	2,315	2,350	2,350
040-040-61015	TRAVEL, TRAINING & MEETINGS	1,776	1,919	5,475	3,650	3,650
040-040-61016	DUES & MEMBERSHIPS	801	544	1,000	1,175	1,175
040-040-61022	EQUIPMENT MAINTENANCE	14,033	18,007	36,265	30,000	30,000
040-040-61024	VEHICLE EXPENSE	93	235	500	500	500
040-040-61030	FUEL EXPENSES	1,306	1,460	1,500	1,500	1,500
040-040-61042	SAFETY EQP/ PROT CLTHNG	581	120	600	600	600
040-040-61043	BUILDING/ GROUNDS MAINTENANCE	2,609	927	3,500	3,500	3,500
040-040-61044	SMALL TOOLS	62	691	600	600	600
040-040-61045	EQUIPMENT RENTAL	1,853	1,944	2,000	2,000	2,000
040-040-61049	WATER SYSTEM MAINTENANCE	359	0	0	0	0
040-040-61050	VEHICLE LEASE PAYMENTS	0	0	0	800	800
040-040-61055	WATER RESERVOIR MAINTENANCE	490	521	1,500	1,500	1,500
040-040-61059	CONTRACTED SERVICES	9,597	18,599	13,320	16,320	16,320
040-040-61063	PROPERTY TAXES	1,080	994	1,500	1,000	1,000
040-040-61079	BANK & CHARGE CARD FEES	0	3,059	2,000	4,800	4,800
040-040-62525	LAB/CHEMICAL SUPPLIES	30,251	28,127	32,000	32,000	32,000
040-040-62538	ABIQUA DAM MAINTENANCE	403	0	5,000	2,000	2,000
040-040-62560	WATER TESTS	5,200	8,888	10,500	9,000	9,000
040-040-62573	MISCELLANEOUS EXPENSE	28	184	100	100	100
040-040-71000	MINOR EQUIPMENT	374	507	100	1,100	1,100
040-040-71009	SOFTWARE	0	50	950	0	0
	TOTAL MATERIALS AND SERVICES	134,633	162,383	203,120	196,715	196,715
CAPITAL OUTLAY:						
040-040-81003	CAPITAL - REPLACEMENT	0	1,179	55,440	85,000	85,000
	TOTAL CAPITAL OUTLAY	0	1,179	55,440	85,000	85,000
CONTINGENCY & RESERVES:						
040-040-90001	CONTINGENCY	0	0	287,396	280,263	290,263
040-040-91009	RESERVE FOR DEBT SERVICE	0	0	193,726	193,726	193,726
040-040-91702	RESERVE - FUTURE EXPENDITURE	0	0	9,634	19,268	19,268
	TOTAL CONTINGENCY & RESERVES	0	0	490,756	493,257	503,257
TRANSFERS OUT:						
040-040-95001	TRANSFER TO GENERAL FUND	401,020	412,918	439,570	448,403	448,403
040-040-95050	TRANSFER TO DEBT SERVICE	18,042	20,238	20,590	20,192	20,192
040-040-95207	TRANS TO DAM WARN SYS PROJ	0	0	40,000	0	0
040-040-95340	TRANSFER TO WATER CIP FUND	315,000	74,500	250,206	425,000	425,000
040-040-95600	TRANSFER TO FLEET REPLACEMENT	19,937	16,800	45,765	45,765	45,765
040-040-95610	TRANSFER TO MAJOR EQUIP REP	5,226	12,000	20,413	20,413	20,413
040-040-95620	TRANSFER TO EXTENDED LEAVE	799	0	0	0	0
	TOTAL TRANSFERS OUT	760,024	536,456	816,544	959,773	959,773

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016

		2012-2013	2013-2014	2014-2015	2015-2016	2015-2016	2015-2016
		FISCAL	FISCAL	FISCAL	CITY MNGR	BDGT COMM	COUNCIL
		ACTUAL	ACTUAL	BUDGET	PROPOSED	APPROVED	ADOPTED
<u>WATER FUND</u>							
<u>DEBT SERVICE:</u>							
040-040-96022	USDA 1997 BOND - PRINCIPAL	38,903	1,662,670	0	0	0	0
040-040-96023	USDA 1997 BOND - INTEREST	82,953	34,643	0	0	0	0
040-040-96024	CITIZENS BANK LOAN - PRINCIPAL	0	72,056	147,090	151,534	151,534	151,534
040-040-96025	CITIZENS BANK LOAN - INTEREST	0	24,806	46,640	42,192	42,192	42,192
TOTAL DEBT SERVICE		121,856	1,794,176	193,730	193,726	193,726	193,726
TOTAL WATER QUALITY OPERATION		1,281,349	2,732,247	2,050,554	2,226,114	2,236,114	2,236,114



This page intentionally left blank

BUDGET NARRATIVE
Fiscal Year 2015-2016

FUND: WATER
DEPARTMENT: MAINTENANCE

STAFF LEVEL 2016: 3.59 FTE
STAFF LEVEL 2015: 3.59 FTE

Program Description/Mission

This program accounts for the operation and maintenance of the water distribution system. The water system consists of approximately 58 miles of waterlines, 490 fire hydrants, 7 pressure zones, over 3,300 water meters and the Silverton reservoir. The division is responsible for ongoing maintenance, monitoring, and flushing of the system and responds to water related customer issues 24 hours a day all year.

Personnel

<u>Title</u>	<u>2015 FTE</u>	<u>2016 FTE</u>	<u>FTE Change</u>
Maint. Division Supervisor	0.40	0.40	
Admin Assistant I - PW	0.30	0.30	
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	<u>0.40</u>	<u>0.40</u>	
Total	3.59	3.59	<u>0.00</u>

Budget Comments

Account #61022 includes multiple equipment repairs.

Account #61024 includes multiple vehicle repairs.

Account #61059 includes consultant assistance for first year of operation of reservoir monitoring system \$5,000, IWorqs contract, locates, hearing tests, compound meter testing and Bio-Med services.

Account #81003 includes computer, jackhammer, locator, truck radios, and vactor truck nozzles, leader and pipe extension \$6,420.

Account #85003 includes vactor truck cleaning nozzle \$320 (shared w/ sewer)

Accomplishments

- The Maintenance Division started the annual fire hydrant and water main flushing, which allows the Division to move forward on preventive maintenance tasks.
- Installed 121 electronic read water meters during the 2013-2014 fiscal year.

Major Issues to be Resolved in the Next 5 Years

Flushing of the system and a condition assessment of fire hydrants, valves, vacuum/ air valves, and pressure reducing/ sustaining valves. Focus will be to identify hydrants and other appurtenances in need of repairs or replacement.

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016

	2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
WATER FUND						
WATER MAINTENANCE						
PERSONNEL SERVICES:						
040-045-51001	FULL TIME SALARIES	149,775	170,597	162,896	155,617	155,617
040-045-51002	PART TIME SALARIES	5,504	10,243	11,236	11,461	11,461
040-045-51003	WORKERS COMP INS	6,304	6,926	9,314	9,010	9,010
040-045-51004	SOCIAL SECURITY/MEDICARE	11,948	13,777	13,558	13,311	13,311
040-045-51005	HEALTH INSURANCE	46,459	54,484	58,545	60,913	60,913
040-045-51006	LIFE/ DISABILITY INS	616	768	863	851	851
040-045-51007	PERS RETIREMENT	15,004	32,838	33,869	35,233	35,233
040-045-51009	OVERTIME SALARIES	5,059	4,405	3,075	5,744	5,744
	TOTAL PERSONNEL SERVICES	240,670	294,038	293,356	292,140	292,140
MATERIALS AND SERVICES:						
040-045-61001	OFFICE SUPPLIES	1,016	725	1,000	1,000	1,000
040-045-61002	PUBLICATIONS	31	0	100	50	50
040-045-61003	ADVERTISING EXPENSE	0	0	300	50	50
040-045-61004	COMMUNICATION EXPENSE	2,380	2,678	2,500	4,000	4,000
040-045-61005	POSTAGE & FREIGHT	37	141	700	500	500
040-045-61006	GAS/ELECTRIC EXPENSE	1,378	1,678	1,500	1,000	1,000
040-045-61009	PERMIT FEES	500	25	1,000	100	100
040-045-61015	TRAVEL, TRAINING & MEETINGS	1,605	374	2,500	3,500	3,500
040-045-61016	DUES & MEMBERSHIPS	399	372	750	1,000	1,000
040-045-61022	EQUIPMENT MAINTENANCE	6,148	7,378	7,325	5,800	5,800
040-045-61024	VEHICLE EXPENSE	1,963	2,392	4,175	4,175	4,175
040-045-61030	FUEL EXPENSES	5,335	5,112	6,000	7,500	7,500
040-045-61031	RECORDING FEES	17	36	200	200	200
040-045-61039	TRAFFIC CONTROL SUPPLIES	0	0	500	100	100
040-045-61042	SAFETY EQP/ PROT CLTHNG	1,039	1,305	1,500	1,500	1,500
040-045-61043	BUILDING/ GROUNDS MAINTENANCE	1,427	303	2,000	2,700	2,700
040-045-61044	SMALL TOOLS	342	279	950	500	500
040-045-61045	EQUIPMENT RENTAL	216	514	600	600	600
040-045-61049	WATER SYSTEM MAINTENANCE	18,053	12,220	25,000	25,000	15,000
040-045-61051	WATER METER PROGRAM	32,874	45,446	55,000	45,000	45,000
040-045-61058	LEGAL SERVICES	0	0	2,500	0	0
040-045-61059	CONTRACTED SERVICES	5,681	5,438	29,500	11,000	11,000
040-045-62539	SILVER CREEK DAM MAINT	2,387	939	5,000	2,500	2,500
040-045-62573	MISCELLANEOUS EXPENSE	58	120	100	100	100
040-045-62576	SYSTEM SUBSIDY	0	0	1,500	0	0
040-045-71000	MINOR EQUIPMENT	1,540	365	1,718	2,000	2,000
040-045-71009	SOFTWARE	1,527	536	3,000	3,000	3,000
	TOTAL MATERIALS AND SERVICES	85,952	88,374	156,918	122,875	112,875
CAPITAL OUTLAY:						
040-045-81003	CAPITAL - REPLACEMENT	1,480	1,846	1,425	6,420	6,420
040-045-85003	CAPITAL - NEW	8,813	10,639	4,500	320	320
	TOTAL CAPITAL OUTLAY	10,293	12,486	5,925	6,740	6,740
	TOTAL WATER MAINTENANCE	336,915	394,898	456,199	421,755	411,755
	TOTAL FUND EXPENDITURES	1,618,265	3,127,145	2,506,753	2,647,869	2,647,869

BUDGET NARRATIVE
Fiscal Year 2015-2016

FUND: WATER IMPROVEMENT SDC

Program Description/Mission

This fund is dedicated to capacity increasing water improvement projects. The primary revenue source for this fund is from system development charges (SDC's) received that are used for water improvements that increase capacity or are growth related. The 2011 Water Master Plan is the planning document for this budget. The total owed to developers as of June 30, 2014 was \$129,050.

Budget Comments

Account #81801 provides for credits to developers that 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 water needs as new growth occurs. Current water SDC methodology includes the entire master plan project list. Continue implementation of the rate increases identified in the 2013 Rate Study will need consideration if the city expects to build all of the water projects when needed.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2015-2016

	2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
WATER IMPROVEMENT SDC FUND						
MISCELLANEOUS REVENUE						
041-000-45002	INTEREST EARNED	4,371	4,419	3,360	4,000	4,000
041-000-45007	IMPROVEMENT SDCS	37,656	162,362	129,050	58,770	58,770
	TOTAL MISCELLANEOUS REVENUE	42,027	166,781	132,410	62,770	62,770
TRANSFERS IN						
041-000-46042	TRANS FROM WATER REIMB SDC	30,000	30,000	0	0	0
	TOTAL TRANSFERS IN	30,000	30,000	0	0	0
BEGINNING FUND BALANCE						
041-000-49090	BEGINNING FUND BALANCE	901,306	761,707	800,129	1,160,836	1,160,836
	TOTAL BEGINNING FUND BALANCE	901,306	761,707	800,129	1,160,836	1,160,836
	TOTAL FUND REVENUE	973,333	958,489	932,539	1,223,606	1,223,606

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016

	2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
WATER IMPROVEMENT SDC FUND						
WATER SYSTEM IMPROVEMENT						
MATERIALS AND SERVICES:						
041-041-61059	CONTRACTED SERVICES	13,617	0	0	0	0
	TOTAL MATERIALS AND SERVICES	13,617	0	0	0	0
CAPITAL OUTLAY:						
041-041-81801	DEVELOPER SDC CREDITS	20,009	19,098	46,422	129,050	129,050
	TOTAL CAPITAL OUTLAY	20,009	19,098	46,422	129,050	129,050
CONTINGENCY & RESERVES:						
041-041-90001	CONTINGENCY	0	0	396,117	722,956	722,956
	TOTAL CONTINGENCY & RESERVES	0	0	396,117	722,956	722,956
TRANSFERS OUT:						
041-041-95340	TRANSFER TO WATER CIP FUND	178,000	5,000	490,000	371,600	371,600
	TOTAL TRANSFERS OUT	178,000	5,000	490,000	371,600	371,600
	TOTAL WATER SYSTEM IMPROVEME	211,626	24,098	932,539	1,223,606	1,223,606
	TOTAL FUND EXPENDITURES	211,626	24,098	932,539	1,223,606	1,223,606

BUDGET NARRATIVE
Fiscal Year 2015-2016

FUND: WATER REIMBURSEMENT SDC

Program Description/Mission

The overall mission is to provide resources for any combination of water capital improvement debt, water capacity improvement and any other water improvements. Water Reimbursement System Development Charges (SDC's) collected from new development is 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 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
<u>WATER REIMBURSEMENT SDC FUND</u>							
<u>MISCELLANEOUS REVENUE</u>							
042-000-45002	INTEREST EARNED	470	480	375	500	500	500
042-000-45009	REIMBURSEMENT SDCS	18,963	65,294	1,475	22,125	22,125	22,125
	TOTAL MISCELLANEOUS REVENUE	19,433	65,774	1,850	22,625	22,625	22,625
<u>BEGINNING FUND BALANCE</u>							
042-000-49090	BEGINNING FUND BALANCE	106,284	95,717	101,911	199,016	199,016	199,016
	TOTAL BEGINNING FUND BALANCE	106,284	95,717	101,911	199,016	199,016	199,016
	TOTAL FUND REVENUE	125,717	161,491	103,761	221,641	221,641	221,641

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
<u>WATER REIMBURSEMENT SDC FUND</u>							
<u>WATER REIMBURSEMENT SDC'S</u>							
<u>CONTINGENCY & RESERVES:</u>							
042-042-90001	CONTINGENCY	0	0	5,571	221,641	221,641	221,641
	TOTAL CONTINGENCY & RESERVES	0	0	5,571	221,641	221,641	221,641
<u>TRANSFERS OUT:</u>							
042-042-95041	TRANSFER TO WATER IMP SDC	30,000	30,000	0	0	0	0
042-042-95340	TRANSFER TO WATER CIP FUND	0	0	98,190	0	0	0
	TOTAL TRANSFERS OUT	30,000	30,000	98,190	0	0	0
	TOTAL WATER REIMBURSEMENT SD	30,000	30,000	103,761	221,641	221,641	221,641
	TOTAL FUND EXPENDITURES	30,000	30,000	103,761	221,641	221,641	221,641

BUDGET NARRATIVE
Fiscal Year 2015-2016

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 \$295,134 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 payment is 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, 2014 was \$610,000.

STATEMENT OF LOAN INTEREST & RETIREMENT REQUIREMENTS

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

<u>Tax Year</u>	<u>Principal Required</u>	<u>Interest Required</u>	<u>Total Required</u>
2015-16	\$ 265,000	\$ 10,800	\$ 275,800
2016-17	<u>95,000</u>	<u>2,850</u>	<u>97,850</u>
Total	\$ 360,000	\$ 13,650	\$ 373,650

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
<u>GO DEBT SERVICE FUND</u>							
<u>PROPERTY TAXES</u>							
050-000-40001	PROPERTY TAXES CURRENT	304,200	211,002	241,465	274,475	274,475	274,475
050-000-40002	PROPERTY TAXES DELINQUENT	8,299	10,797	6,500	3,500	3,500	3,500
	TOTAL PROPERTY TAXES	312,499	221,799	247,965	277,975	277,975	277,975
<u>MISCELLANEOUS REVENUE</u>							
050-000-45002	INTEREST EARNED	1,607	1,742	1,000	500	500	500
050-000-45019	MISCELLANEOUS REVENUE	149	11	0	0	0	0
	TOTAL MISCELLANEOUS REVENUE	1,756	1,753	1,000	500	500	500
<u>BEGINNING FUND BALANCE</u>							
050-000-49090	BEGINNING FUND BALANCE	38,491	73,945	32,010	10,000	10,000	10,000
	TOTAL BEGINNING FUND BALANCE	38,491	73,945	32,010	10,000	10,000	10,000
	TOTAL FUND REVENUE	352,746	297,497	280,975	288,475	288,475	288,475

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
<u>GO DEBT SERVICE FUND</u>							
<u>GO DEBT SERVICE</u>							
<u>CONTINGENCY & RESERVES:</u>							
050-050-90901	UNAPPROPRIATED FUND BALANCE	0	0	12,675	12,675	12,675	12,675
	TOTAL CONTINGENCY & RESERVES	0	0	12,675	12,675	12,675	12,675
<u>DEBT SERVICE:</u>							
050-050-97005	POOL BONDS 03 WCB - PRINCIPAL	165,000	0	0	0	0	0
050-050-97006	POOL BONDS 03 WCB - INTEREST	6,050	0	0	0	0	0
050-050-97007	GO REFUNDING BONDS 2010 - PRIN	80,000	235,000	250,000	265,000	265,000	265,000
050-050-97008	GO REFUNDING BONDS 2010 - INT	27,750	25,350	18,300	10,800	10,800	10,800
	TOTAL DEBT SERVICE	278,800	260,350	268,300	275,800	275,800	275,800
	TOTAL GO DEBT SERVICE	278,800	260,350	280,975	288,475	288,475	288,475
	TOTAL FUND EXPENDITURES	278,800	260,350	280,975	288,475	288,475	288,475

BUDGET NARRATIVE
Fiscal Year 2015-2016

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 paid 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 (\$209,975) and paid an additional \$ 220,000 in principal. The principal balance as of June 30, 2014 was \$1,514,427.

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>
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	7.31%	06/01/2018	31,307	160,141	191,448
2018-19	7.36%	06/01/2019	31,788	169,660	201,448
2019-20	6.85%	06/01/2020	50,317	161,131	211,448
Remaining	various	06/01	<u>1,310,001</u>	<u>548,651</u>	<u>1,858,652</u>
Total			\$1,484,705	\$1,336,187	\$2,820,892

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2015-2016

	2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
DEBT SERVICE FUND						
MISCELLANEOUS REVENUE						
051-000-45002 INTEREST EARNED	449	418	350	300	300	300
TOTAL MISCELLANEOUS REVENUE	449	418	350	300	300	300
TRANSFERS IN						
051-000-46010 TRANSFER FROM GENERAL FUND	100,260	104,183	108,884	114,657	114,657	114,657
051-000-46011 TRANSFER FROM ELEC INSPECTION	112	125	127	129	129	129
051-000-46012 TRANSFER FROM BUILDING OP	562	376	508	4,713	4,713	4,713
051-000-46013 TRANSFER FROM TRANSPORTATION	2,698	3,446	2,597	3,020	3,020	3,020
051-000-46020 TRANSFER FROM STREET	5,654	6,269	6,487	6,298	6,298	6,298
051-000-46030 TRANSFER FROM SEWER	24,120	26,813	27,815	27,439	27,439	27,439
051-000-46040 TRANSFER FROM WATER	18,042	20,238	20,590	20,192	20,192	20,192
TOTAL TRANSFERS IN	151,448	161,450	167,008	176,448	176,448	176,448
BEGINNING FUND BALANCE						
051-000-49090 BEGINNING FUND BALANCE	11,541	11,990	12,340	13,321	13,321	13,321
TOTAL BEGINNING FUND BALANCE	11,541	11,990	12,340	13,321	13,321	13,321
TOTAL FUND REVENUE	163,438	173,859	179,698	190,069	190,069	190,069

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016

	2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
DEBT SERVICE FUND						
DEBT SERVICES						
CONTINGENCY & RESERVES:						
051-051-90001 CONTINGENCY	0	0	13,248	13,621	13,621	13,621
TOTAL CONTINGENCY & RESERVES	0	0	13,248	13,621	13,621	13,621
DEBT SERVICE:						
051-051-97011 PERS BOND - PRINCIPAL	27,962	30,290	29,725	30,974	30,974	30,974
051-051-97012 PERS BOND - INTEREST	123,485	131,158	136,725	145,474	145,474	145,474
TOTAL DEBT SERVICE	151,448	161,448	166,450	176,448	176,448	176,448
TOTAL DEBT SERVICES	151,448	161,448	179,698	190,069	190,069	190,069
TOTAL FUND EXPENDITURES	151,448	161,448	179,698	190,069	190,069	190,069

REVENUE BUDGET NARRATIVE
Fiscal Year 2015-2016

FUND: BUILDING CAPITAL IMPROVEMENT RESERVE

Program Description/Mission

This fund was reviewed June 16, 2014 by Council and it has been authorized for another ten years. The overall mission is 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. The current resources in this fund are transfers from the General Fund.

Budget Comments

The Council Goals list for year 2011-2013 included the development of a public facilities master plan. This plan has not been developed. 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, budgeted funds must be set aside for completion of a master plan document that will be adopted by the City Council.

**CITY OF SILVERTON
REVENUES
FISCAL YEAR 2015-2016**

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
<u>BUILDING CAPITAL IMP RESERVE</u>							
<u>MISCELLANEOUS REVENUE</u>							
061-000-45002	INTEREST EARNED	1,961	2,038	1,975	1,900	1,900	1,900
	TOTAL MISCELLANEOUS REVENUE	1,961	2,038	1,975	1,900	1,900	1,900
<u>TRANSFERS IN</u>							
061-000-46010	TRANSFER FROM GENERAL FUND	0	50,000	200,000	200,000	200,000	200,000
	TOTAL TRANSFERS IN	0	50,000	200,000	200,000	200,000	200,000
<u>BEGINNING FUND BALANCE</u>							
061-000-49090	BEGINNING FUND BALANCE	356,986	358,946	395,896	612,884	612,884	612,884
	TOTAL BEGINNING FUND BALANCE	356,986	358,946	395,896	612,884	612,884	612,884
	TOTAL FUND REVENUE	358,946	410,984	597,871	814,784	814,784	814,784

**CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016**

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
<u>BUILDING CAPITAL IMP RESERVE</u>							
<u>BUILDING CAPITAL PROJECTS</u>							
<u>CAPITAL OUTLAY:</u>							
061-100-81001	BUILDING IMPROVEMENTS	0	0	30,000	50,000	50,000	50,000
	TOTAL CAPITAL OUTLAY	0	0	30,000	50,000	50,000	50,000
<u>CONTINGENCY & RESERVES:</u>							
061-100-90001	CONTINGENCY	0	0	567,871	764,784	764,784	764,784
	TOTAL CONTINGENCY & RESERVES	0	0	567,871	764,784	764,784	764,784
	TOTAL BUILDING CAPITAL PROJECTS	0	0	597,871	814,784	814,784	814,784
	TOTAL FUND EXPENDITURES	0	0	597,871	814,784	814,784	814,784

BUDGET NARRATIVE
Fiscal Year 2015-2016

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) 2015-2016 Budget is \$7.2 million, which means a fully funded reserve for this fiscal year would require a set aside of \$1,079,840. There is no proposed transfer for the FY 2015-2016. The current budgeted amount is \$754,017 or 70% of the funding for the reserve.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2015-2016

	2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
<u>GENERAL OPERATING RESERVE</u>						
<u>MISCELLANEOUS REVENUE</u>						
062-000-45002 INTEREST EARNED	3,332	3,677	3,850	3,500	3,500	3,500
TOTAL MISCELLANEOUS REVENUE	3,332	3,677	3,850	3,500	3,500	3,500
<u>TRANSFERS IN</u>						
062-000-46010 TRANSFER FROM GENERAL FUND	100,000	100,000	0	0	0	0
TOTAL TRANSFERS IN	100,000	100,000	0	0	0	0
<u>BEGINNING FUND BALANCE</u>						
062-000-49090 BEGINNING FUND BALANCE	540,008	643,340	746,790	750,517	750,517	750,517
TOTAL BEGINNING FUND BALANCE	540,008	643,340	746,790	750,517	750,517	750,517
TOTAL FUND REVENUE	643,340	747,017	750,640	754,017	754,017	754,017

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016

	2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
<u>GENERAL OPERATING RESERVE</u>						
<u>GENERAL RESERVES</u>						
<u>CONTINGENCY & RESERVES:</u>						
062-100-90001 CONTINGENCY	0	0	250,000	250,000	250,000	250,000
062-100-91733 RESERVE - OPERATIONS	0	0	500,640	504,017	504,017	504,017
TOTAL CONTINGENCY & RESERVES	0	0	750,640	754,017	754,017	754,017
TOTAL GENERAL RESERVES	0	0	750,640	754,017	754,017	754,017
TOTAL FUND EXPENDITURES	0	0	750,640	754,017	754,017	754,017

REVENUE BUDGET NARRATIVE
Fiscal Year 2015-2016

FUND: PARKS FEE

STAFF LEVEL 2016: 0.00 FTE
STAFF LEVEL 2015: 0.48 FTE

Program Description/Mission

Fiscal Year 2015-2016 will be the third year of this fund. It was created to account for the new Parks Fee established with Resolution 13-17 and 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. One new park was constructed during this past fiscal year (Pioneer Park).

Personnel

<u>Title</u>	<u>2015</u> <u>FTE</u>	<u>2016</u> <u>FTE</u>	<u>FTE</u> <u>Change</u>
Parks Maintenance Worker (Seasonal)	0.48	0.00	(0.48)

Budget Comments

Account #61043 includes new picnic tables for Westfield Dog Park and Skate Park \$1,700.
Account #61059 includes Skate & Dog park port-a-pot \$1,800.
Account #85001 includes construction of final phase of Old Mill Park alteration \$25,000.
Will also include construction of new restroom facility for Coolidge-McClaine Park and new equipment for other parks (\$125,000).

Accomplishments

Began construction of first phase of Old Mill Park alterations.
Began selection of the new automated payment kiosk for Silverton Reservoir.

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 as recommended in the 5-year financial plan.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
<u>PARKS FEE FUND</u>							
<u>FEEES AND PERMITS</u>							
070-000-42170	PARKS FEE	0	63,187	69,000	69,000	69,000	69,000
	TOTAL FEES AND PERMITS	0	63,187	69,000	69,000	69,000	69,000
<u>MISCELLANEOUS REVENUE</u>							
070-000-45002	INTEREST EARNED	0	108	25	250	250	250
	TOTAL MISCELLANEOUS REVENUE	0	108	25	250	250	250
<u>BEGINNING FUND BALANCE</u>							
070-000-49090	BEGINNING FUND BALANCE	0	0	50,070	123,151	123,151	123,151
	TOTAL BEGINNING FUND BALANCE	0	0	50,070	123,151	123,151	123,151
	TOTAL FUND REVENUE	0	63,296	119,095	192,401	192,401	192,401

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 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	9,970	0	0	0
070-070-51003	WORKERS COMP INS	0	0	531	0	0	0
070-070-51004	SOCIAL SECURITY/MEDICARE	0	0	763	0	0	0
	TOTAL PERSONNEL SERVICES	0	0	11,264	0	0	0
<u>MATERIALS AND SERVICES:</u>							
070-070-61032	JANITORIAL SUPPLIES	0	0	1,500	0	0	0
070-070-61034	LANDSCAPE SUPPLIES	0	1,977	2,000	2,000	2,000	2,000
070-070-61042	SAFETY EQP/ PROT CLTHNG	0	0	400	200	200	200
070-070-61043	BUILDING/ GROUNDS MAINTENANCE	0	904	5,000	3,300	3,300	3,300
070-070-61044	SMALL TOOLS	0	0	500	500	500	500
070-070-61059	CONTRACTED SERVICES	0	0	5,250	2,800	2,800	2,800
	TOTAL MATERIALS AND SERVICES	0	2,881	14,650	8,800	8,800	8,800
<u>CAPITAL OUTLAY:</u>							
070-070-85001	PARKS IMPROVEMENT	0	0	50,200	183,601	183,601	183,601
	TOTAL CAPITAL OUTLAY	0	0	50,200	183,601	183,601	183,601
<u>CONTINGENCY & RESERVES:</u>							
070-070-90001	CONTINGENCY	0	0	42,981	0	0	0
	TOTAL CONTINGENCY & RESERVES	0	0	42,981	0	0	0
	TOTAL PARKS MAINTENANCE FEE P	0	2,881	119,095	192,401	192,401	192,401
	TOTAL FUND EXPENDITURES	0	2,881	119,095	192,401	192,401	192,401

REVENUE BUDGET NARRATIVE
Fiscal Year 2015-2016

FUND: PARKS & RECREATION IMPROVEMENT SDC

Program Description/Mission

This fund is dedication to capacity increasing parks and recreation projects. The primary revenue source for this fund is from system development charges (SDC's) received that are used for parks and recreation improvements that increase capacity or are growth related. Commercial and industrial developments are exempt from Parks and Recreation SDC's. The 2008 Park and Recreation Master Plan is the planning document for this budget.

Accomplishments

Completion of Pioneer Park.

Major Issues to be Resolved in the Next 5 Years

Without continued residential growth, the funding of future improvements will be deferred to future years.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
<u>PARKS & REC IMPROVE SDC FUND</u>							
<u>INTERGOVERNMENTAL</u>							
072-000-43175	GRANTS- CAPITAL IMPROVEMENTS	76,132	62,702	25,000	0	0	0
	TOTAL INTERGOVERNMENTAL	76,132	62,702	25,000	0	0	0
<u>MISCELLANEOUS REVENUE</u>							
072-000-45002	INTEREST EARNED	1,175	1,329	350	1,000	1,000	1,000
072-000-45007	IMPROVEMENT SDCS	58,035	191,714	13,200	71,490	71,490	71,490
072-000-45010	DONATIONS - PARK	0	600	0	0	0	0
	TOTAL MISCELLANEOUS REVENUE	59,210	193,643	13,550	72,490	72,490	72,490
<u>BEGINNING FUND BALANCE</u>							
072-000-49090	BEGINNING FUND BALANCE	361,142	242,084	257,293	492,865	492,865	492,865
	TOTAL BEGINNING FUND BALANCE	361,142	242,084	257,293	492,865	492,865	492,865
	TOTAL FUND REVENUE	496,483	498,429	295,843	565,355	565,355	565,355

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
<u>PARKS & REC IMPROVE SDC FUND</u>							
<u>PARKS AND RECREATION</u>							
<u>CAPITAL OUTLAY:</u>							
072-072-81040	PARK CAPACITY IMPROVEMENT	0	158,782	100,000	490,355	490,355	490,355
	TOTAL CAPITAL OUTLAY	0	158,782	100,000	490,355	490,355	490,355
<u>CONTINGENCY & RESERVES:</u>							
072-072-90001	CONTINGENCY	0	0	182,843	75,000	75,000	75,000
	TOTAL CONTINGENCY & RESERVES	0	0	182,843	75,000	75,000	75,000
<u>TRANSFERS OUT:</u>							
072-072-95372	TRANSFER TO PARK CIP FUND	127,547	0	13,000	0	0	0
	TOTAL TRANSFERS OUT	127,547	0	13,000	0	0	0
	TOTAL PARKS AND RECREATION	127,547	158,782	295,843	565,355	565,355	565,355

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
<u>PARKS & REC IMPROVE SDC FUND</u>							
<u>EAST BANK TRAIL PROJECT</u>							
<u>CAPITAL OUTLAY:</u>							
072-075-85010	ARCH & ENGR SERVICES	2,013	0	0	0	0	0
072-075-85020	CONSTRUCTION COSTS	124,839	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	126,852	0	0	0	0	0
	TOTAL EAST BANK TRAIL PROJECT	126,852	0	0	0	0	0
	TOTAL FUND EXPENDITURES	254,399	158,782	295,843	565,355	565,355	565,355

BUDGET NARRATIVE
Fiscal Year 2015-2016

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. An additional \$259,114 of available funds was paid towards the principal balance in the 2013-2014 fiscal year and reduced the term by five years. The unpaid balance as of June 30, 2014 was \$ 601,622. Staff is proposing to pay an additional \$100,000 towards principal during the 2015-2016 fiscal year.

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>
2015-16	\$ 47,748	\$ 24,696	\$ 72,444
2016-17	48,057	22,786	70,843
2017-18	48,388	20,816	69,204
2018-19	53,740	18,782	72,522
2019-20	54,116	16,473	70,589
2020-21	54,517	14,091	68,608
2021-22	59,945	11,638	71,583
2022-23	60,398	8,910	69,308
2023-24	65,879	6,117	71,996
2024-25	<u>66,382</u>	<u>3,070</u>	<u>69,452</u>
Total	\$ 559,170	\$ 147,379	\$ 706,549

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
ASSESSMENT FUND							
MISCELLANEOUS REVENUE							
073-000-45002	INTEREST EARNED	3,600	2,195	2,000	1,100	1,100	1,100
073-000-45022	ASSESSMENT - PRINCIPAL	70,685	61,132	38,000	38,800	38,800	38,800
073-000-45023	ASSESSMENT - INTEREST	26,948	27,017	16,000	20,000	20,000	20,000
073-000-45152	ASSESSMENTS - B STREET IMP	634	0	0	0	0	0
073-000-45153	ASSESSMENTS - WEVP PROJECT	18,467	14,775	10,100	1,103	1,103	1,103
073-000-45155	ASSESSMENTS - AMES ST IMP	1,095	1,172	800	0	0	0
	TOTAL MISCELLANEOUS REVENUE	121,429	106,290	66,900	61,003	61,003	61,003
BEGINNING FUND BALANCE							
073-000-49090	BEGINNING FUND BALANCE	805,003	590,174	297,253	317,452	317,452	317,452
	TOTAL BEGINNING FUND BALANCE	805,003	590,174	297,253	317,452	317,452	317,452
	TOTAL FUND REVENUE	926,432	696,464	364,153	378,455	378,455	378,455

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
ASSESSMENT FUND							
ASSESSMENTS							
MATERIALS AND SERVICES:							
073-073-61058	LEGAL SERVICES	0	0	4,000	6,000	6,000	6,000
	TOTAL MATERIALS AND SERVICES	0	0	4,000	6,000	6,000	6,000
CONTINGENCY & RESERVES:							
073-073-90001	CONTINGENCY	0	0	291,303	200,011	200,011	200,011
	TOTAL CONTINGENCY & RESERVES	0	0	291,303	200,011	200,011	200,011
DEBT SERVICE:							
073-073-96030	WEVP WATER PROJ BOND- PRIN	41,926	343,217	42,450	147,748	147,748	147,748
073-073-96031	WEVP WATER PROJ BOND- INT	43,439	42,461	26,400	24,696	24,696	24,696
073-073-96036	JJWF - LOAN PRINCIPAL	245,343	0	0	0	0	0
073-073-96037	JJWF - LOAN INTEREST	5,549	0	0	0	0	0
	TOTAL DEBT SERVICE	336,258	385,678	68,850	172,444	172,444	172,444
	TOTAL ASSESSMENTS	336,258	385,678	364,153	378,455	378,455	378,455
	TOTAL FUND EXPENDITURES	336,258	385,678	364,153	378,455	378,455	378,455

BUDGET NARRATIVE
Fiscal Year 2015-2016

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 four loans outstanding as of June 30, 2014 with a balance of \$ 45,596.

The total loans outstanding for both programs as of June 30, 2014 totaled \$668,494.

**CITY OF SILVERTON
REVENUES
FISCAL YEAR 2015-2016**

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
CDBG HOUSING REHAB FUND							
MISCELLANEOUS REVENUE							
080-000-45002	INTEREST EARNED	2,090	1,922	1,500	1,300	1,300	1,300
080-000-45055	LOAN RE-PAYMENTS	11,286	23,801	0	0	0	0
080-000-45056	FACADE LOAN REPAYMENTS	7,583	12,884	11,500	11,500	11,500	11,500
080-000-45057	LOAN INTEREST EARNED	461	830	660	825	825	825
	TOTAL MISCELLANEOUS REVENUE	21,420	39,437	13,660	13,625	13,625	13,625
BEGINNING FUND BALANCE							
080-000-49090	BEGINNING FUND BALANCE	364,420	351,310	362,865	387,121	387,121	387,121
	TOTAL BEGINNING FUND BALANCE	364,420	351,310	362,865	387,121	387,121	387,121
	TOTAL FUND REVENUE	385,840	390,747	376,525	400,746	400,746	400,746

**CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016**

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
CDBG HOUSING REHAB FUND							
CDBG HOUSING REHAB PROGRAM							
MATERIALS AND SERVICES:							
080-080-62507	ADMINISTRATIVE SERVICES	0	68	5,000	2,000	2,000	2,000
080-080-62900	CDBG LOANS	0	0	25,000	25,000	25,000	25,000
	TOTAL MATERIALS AND SERVICES	0	68	30,000	27,000	27,000	27,000
CONTINGENCY & RESERVES:							
080-080-90001	CONTINGENCY	0	0	242,922	273,746	273,746	273,746
	TOTAL CONTINGENCY & RESERVES	0	0	242,922	273,746	273,746	273,746
TRANSFERS OUT:							
080-080-95001	TRANSFER TO GENERAL FUND	5,187	3,735	3,603	0	0	0
	TOTAL TRANSFERS OUT	5,187	3,735	3,603	0	0	0
	TOTAL CDBG HOUSING REHAB PROG	5,187	3,803	276,525	300,746	300,746	300,746
CDBG HOUSING REHAB FUND							
COMMERCIAL FACADE IMPROVEMENTS							
MATERIALS AND SERVICES:							
080-081-62900	COMMERCIAL IMPROVEMENT LOANS	29,343	0	100,000	100,000	100,000	100,000
	TOTAL MATERIALS AND SERVICES	29,343	0	100,000	100,000	100,000	100,000
	TOTAL COMMERCIAL FACADE IMPRO	29,343	0	100,000	100,000	100,000	100,000
	TOTAL FUND EXPENDITURES	34,530	3,803	376,525	400,746	400,746	400,746

BUDGET NARRATIVE
Fiscal Year 2015-2016

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 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. The current phase of the project includes the replacement of the supernatant wetwell and the integration of the plant telemetry systems to allow the new telemetry computer to communicate with new and old technology. The computer system at the WWTP is called a SCADA system, which stands for Supervisory Control and Data Acquisition. Future phases of the project include a screw press to dewater treated biosolids and increase holding capacity within the treatment plant holding cells. This project is funded with transfers in from the sewer fund, sewer system development funds, and bond proceeds.

Budget Comments

Account #85020 includes construction of the supernatant wetwell.

Accomplishments:

The design of the supernatant wetwell pump station was completed fiscal year (FY) 2014-2015 and construction should be completed during FY 2015-2016.

The SCADA (supervisory control & data acquisition) installation project contract was awarded and should be completed during FY 2014-2015.

The selection and design of the solids handling equipment began during FY 2014-2015.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
<u>WWTP DIGESTER PROJECT FUND</u>							
<u>MISCELLANEOUS REVENUE</u>							
212-000-45002	INTEREST EARNED	15,673	5,589	1,250	1,000	1,000	1,000
	TOTAL MISCELLANEOUS REVENUE	15,673	5,589	1,250	1,000	1,000	1,000
<u>BEGINNING FUND BALANCE</u>							
212-000-49090	BEGINNING FUND BALANCE	4,205,750	1,039,002	1,041,252	864,665	864,665	864,665
	TOTAL BEGINNING FUND BALANCE	4,205,750	1,039,002	1,041,252	864,665	864,665	864,665
	TOTAL FUND REVENUE	4,221,423	1,044,590	1,042,502	865,665	865,665	865,665

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
<u>WWTP DIGESTER PROJECT FUND</u>							
<u>WWTP DIGESTER PROJECT</u>							
<u>CAPITAL OUTLAY:</u>							
212-212-85003	ADVERTISING	0	87	1,000	0	0	0
212-212-85010	ARCH & ENGR SERVICES	135,965	7	85,000	0	0	0
212-212-85020	CONSTRUCTION COSTS	3,046,456	3,821	956,502	865,665	865,665	865,665
	TOTAL CAPITAL OUTLAY	3,182,421	3,915	1,042,502	865,665	865,665	865,665
	TOTAL WWTP DIGESTER PROJECT	3,182,421	3,915	1,042,502	865,665	865,665	865,665
	TOTAL FUND EXPENDITURES	3,182,421	3,915	1,042,502	865,665	865,665	865,665

BUDGET NARRATIVE
Fiscal Year 2015-2016

FUND: STEELHAMMER LID STREET IMPROVEMENT PROJECT

Program Description/Mission

The funds for this account were transferred from the Street Improvement System Development Charge (SDC) Fund where they were accounted for in a dedicated line item. It was decided to begin the Steelhammer improvement in phases so the funds collected have been transferred to this capital project fund. This will be Phase 1 of the project.

Budget Comments

Account #85010 will cover design costs of the project.
Account #85020 will cover the first phase of the construction.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
STEELHAMER PROJECT FUND							
INTERGOVERNMENTAL							
217-000-43051	ODOT FUND EXCHANGE	0	0	0	0	320,500	320,500
217-000-43170	GRANTS- CAPITAL IMPROVEMENTS	0	0	0	0	49,000	49,000
TOTAL INTERGOVERNMENTAL		0	0	0	0	369,500	369,500
MISCELLANEOUS REVENUE							
217-000-45002	INTEREST EARNED	1,428	0	0	0	0	0
217-000-45008	STEELHAMMER SDCS	961	0	0	0	0	0
TOTAL MISCELLANEOUS REVENUE		2,389	0	0	0	0	0
TRANSFERS IN							
217-000-46021	TRANS FROM STREET IMP SDC FUN	0	0	0	0	459,847	459,847
TOTAL TRANSFERS IN		0	0	0	0	459,847	459,847
BEGINNING FUND BALANCE							
217-000-49090	BEGINNING FUND BALANCE	250,133	252,522	91	0	0	0
TOTAL BEGINNING FUND BALANCE		250,133	252,522	91	0	0	0
TOTAL FUND REVENUE		252,522	252,522	91	0	829,347	829,347

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
STEELHAMER PROJECT FUND							
STEELHAMMER PROJECT							
CAPITAL OUTLAY:							
217-217-85010	ENGINEERING SERVICES	0	0	0	0	128,417	128,417
217-217-85020	CONSTRUCTION COSTS	0	0	0	0	700,930	700,930
TOTAL CAPITAL OUTLAY		0	0	0	0	829,347	829,347
TRANSFERS OUT:							
217-217-95021	TRANSFER TO STREET IMP SDC	0	252,433	91	0	0	0
TOTAL TRANSFERS OUT		0	252,433	91	0	0	0
TOTAL STEELHAMMER PROJECT		0	252,433	91	0	829,347	829,347
TOTAL FUND EXPENDITURES		0	252,433	91	0	829,347	829,347

BUDGET NARRATIVE
Fiscal Year 2015-2016

FUND: FALLEN HEROES PROJECT

Program Description/Mission

This project is for a newly constructed veteran's memorial in Town Square Park, which will effectively recognize the known Silverton-area veterans who perished in the wars involving the United States of America from the Spanish American War through Operation Iraqi Freedom. The memorial will consist of five individual freestanding panels placed on a concrete base, with the two outside panels 24" wide and 3' 6" tall on one side, and 4' tall on the other side, the two inner panels are 24" wide and 4' tall on one side, and 4' 6" on the other side. The center panel will be 3' wide and 5' 6" high. War titles and names will be engraved on the four outer panels.

Budget Comments

Account # 85020 includes the construction cost of the project.

Accomplishments:

A \$32,500 grant has been approved by Oregon Parks and Recreation. \$10,000 has been approved by the Silverton Urban Renewal Agency. The remaining funds have been raised by the Silverton Fallen Heroes Committee.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
<u>FALLEN HEROES PROJECT</u>							
<u>INTERGOVERNMENTAL</u>							
224-000-43170	GRANTS- CAPITAL IMPROVEMENTS	0	0	65,000	0	32,500	32,500
224-000-43180	URA GRANT PROCEEDS	0	0	20,000	0	10,000	10,000
TOTAL INTERGOVERNMENTAL		0	0	85,000	0	42,500	42,500
<u>MISCELLANEOUS REVENUE</u>							
224-000-45010	DONATIONS - FALLEN HEROES MEM	0	0	11,138	0	0	0
TOTAL MISCELLANEOUS REVENUE		0	0	11,138	0	0	0
<u>BEGINNING FUND BALANCE</u>							
224-000-49090	BEGINNING FUND BALANCE	0	0	0	0	5,569	5,569
TOTAL BEGINNING FUND BALANCE		0	0	0	0	5,569	5,569
TOTAL FUND REVENUE		0	0	96,138	0	48,069	48,069

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
<u>FALLEN HEROES PROJECT</u>							
<u>FALLEN HEROE PROJECT</u>							
<u>CAPITAL OUTLAY:</u>							
224-224-85020	CONSTRUCTION COSTS	0	0	96,138	0	48,069	48,069
TOTAL CAPITAL OUTLAY		0	0	96,138	0	48,069	48,069
TOTAL FALLEN HEROE PROJECT		0	0	96,138	0	48,069	48,069
TOTAL FUND EXPENDITURES		0	0	96,138	0	48,069	48,069

BUDGET NARRATIVE
Fiscal Year 2015-2016

FUND: STREET CAPITAL PROJECT FUND

Program Description/Mission

This fund administers the design and construction of all vehicle, bicycle, and pedestrian capital improvement projects and studies. Transfers to this fund are from Street Fund, Street Improvement SDC's and Street Reimbursement SDC's funds. The City's Transportation System Plan and Capital Improvement Plan are the guide documents for this program.

Budget Comments

Account #85010 includes design for the James St Bridge improvements \$15,000.
Account #85020 includes construction of James St Bridge improvements for \$75,947 and an additional \$319,495 for other street capital improvements that will be identified with the Master Plan update.

Accomplishments

Completion of S James St Railroad crossing pavement project.
Completion of S James St sidewalk (Brook St to Railroad track Right of Way).

Major Issues to be Resolved in the Next 5 Years

Completion of deferred street maintenance activities and Capital Improvement Program projects.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
STREET CAPITAL PROJECT FUND							
MISCELLANEOUS REVENUE							
320-000-45002	INTEREST EARNED	70	210	200	200	200	200
320-000-45019	MISCELLANEOUS REVENUE	14,031	0	0	0	0	0
	TOTAL MISCELLANEOUS REVENUE	14,100	210	200	200	200	200
TRANSFERS IN							
320-000-46020	TRANSFER FROM STREET FUND	0	25,000	202,556	220,000	220,000	220,000
320-000-46021	TRANSFER FROM STREET IMP	0	0	32,000	0	0	0
320-000-46022	TRANSFER FROM STREET REIMB SD	10,000	0	32,000	0	0	0
	TOTAL TRANSFERS IN	10,000	25,000	266,556	220,000	220,000	220,000
BEGINNING FUND BALANCE							
320-000-49090	BEGINNING FUND BALANCE	0	23,936	35,091	206,392	206,392	206,392
	TOTAL BEGINNING FUND BALANCE	0	23,936	35,091	206,392	206,392	206,392
	TOTAL FUND REVENUE	24,100	49,146	301,847	426,592	426,592	426,592

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
STREET CAPITAL PROJECT FUND							
STREET CAPITAL PROJECTS							
MATERIALS AND SERVICES:							
320-320-61003	ADVERTISING	0	0	900	0	0	0
320-320-61059	CONTRACTED SERVICES	0	0	30,000	16,000	16,000	16,000
	TOTAL MATERIALS AND SERVICES	0	0	30,900	16,000	16,000	16,000
CAPITAL OUTLAY:							
320-320-85003	ADVERTISING	165	140	0	150	150	150
320-320-85010	DESIGN SERVICES	0	0	15,000	15,000	15,000	15,000
320-320-85020	CONSTRUCTION COSTS	0	8,290	225,947	395,442	395,442	395,442
	TOTAL CAPITAL OUTLAY	165	8,431	240,947	410,592	410,592	410,592
CONTINGENCY & RESERVES:							
320-320-91702	RESERVE - FUTURE EXPENDITURE	0	0	30,000	0	0	0
	TOTAL CONTINGENCY & RESERVES	0	0	30,000	0	0	0
	TOTAL STREET CAPITAL PROJECTS	165	8,431	301,847	426,592	426,592	426,592
	TOTAL FUND EXPENDITURES	165	8,431	301,847	426,592	426,592	426,592

BUDGET NARRATIVE
Fiscal Year 2015-2016

FUND: STORMWATER CAPITAL PROJECT FUND

Program Description/Mission

This fund administers the design and construction of all stormwater capital improvement projects and studies. Transfers to this fund are from Stormwater Fee Fund, Stormwater Improvement SDC Fund and Stormwater Reimbursement SDC Fund. The City's Stormwater Master Plan and Capital Improvements Plan are the guide documents for this program.

Budget Comments

Account #85020 includes construction of Olson Ditch (Stormwater Master Plan Project 1A) improvements \$464,650 (30% SDC eligible for \$139,395) and construction of Phase 1 of N 2nd Street Stormwater Project (SW Master Plan Project 1B) Jefferson St to Hobart Rd) \$623,000 (20% SDC eligible for \$124,600).

Accomplishments

Completion of design for Olson's Ditch (Stormwater Master Plan Project 1A).

Major Issues to be Resolved in the Next 5 Years

Completion of stormwater deferred maintenance activities and Capital Improvement Program projects.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
<u>STORM WATER CAPITAL PROJ FUND</u>							
<u>MISCELLANEOUS REVENUE</u>							
323-000-45002	INTEREST EARNED	433	156	100	25	25	25
	TOTAL MISCELLANEOUS REVENUE	433	156	100	25	25	25
<u>TRANSFERS IN</u>							
323-000-46023	TRANSFER FRM STORM WTR FUND	85,000	0	28,000	263,995	263,995	263,995
323-000-46028	TRANSFER FRM STORM WTR FEE	0	0	73,378	823,655	823,655	823,655
	TOTAL TRANSFERS IN	85,000	0	101,378	1,087,650	1,087,650	1,087,650
<u>BEGINNING FUND BALANCE</u>							
323-000-49090	BEGINNING FUND BALANCE	0	47,113	20,387	17,999	17,999	17,999
	TOTAL BEGINNING FUND BALANCE	0	47,113	20,387	17,999	17,999	17,999
	TOTAL FUND REVENUE	85,433	47,269	121,865	1,105,674	1,105,674	1,105,674

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
<u>STORM WATER CAPITAL PROJ FUND</u>							
<u>STORM WATER CAPITAL PROJECTS</u>							
<u>MATERIALS AND SERVICES:</u>							
323-323-61003	ADVERTISING	40	0	300	0	0	0
	TOTAL MATERIALS AND SERVICES	40	0	300	0	0	0
<u>CAPITAL OUTLAY:</u>							
323-323-85010	DESIGN SERVICES	6,689	140	60,375	0	0	0
323-323-85020	CONSTRUCTION COSTS	31,590	26,766	61,190	1,105,674	1,105,674	1,105,674
	TOTAL CAPITAL OUTLAY	38,279	26,906	121,565	1,105,674	1,105,674	1,105,674
	TOTAL STORM WATER CAPITAL PRO	38,320	26,906	121,865	1,105,674	1,105,674	1,105,674
	TOTAL FUND EXPENDITURES	38,320	26,906	121,865	1,105,674	1,105,674	1,105,674

BUDGET NARRATIVE
Fiscal Year 2015-2016

FUND: SEWER CAPITAL PROJECT FUND

Program Description/Mission

This fund administers the design and construction of all sanitary sewer capital improvement projects and studies. Transfers to this fund are from Sewer Fund, Sewer Improvement System Development Chagres's (SDC's) and Sewer Reimbursement SDC's funds. Additional funding may include transfers from the General Fund or a grant from the Silverton Urban Renewal Agency. The City's Stormwater Master Plan and Capital Improvements Plan are the guide documents for this program.

Budget Comments

Account #85010 includes design of sewerline rehabilitation and replacement (R&R) projects identified in the asset management plan. Includes asset management strategic infrastructure plan for wastewater collection system \$9,500.

Account #85020 includes construction of sewerline R&R projects \$409,050.

Account #91301 will reserve resources for future Master Plan projects at the WWTP.

Accomplishments

Replacement of the two submersible pumps for Hobart Pump Station.

Major Issues to be Resolved in the Next 5 Years

Completion of sanitary sewer deferred maintenance activities and Capital Improvement Program projects.

**CITY OF SILVERTON
REVENUES
FISCAL YEAR 2015-2016**

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
SEWER CAPITAL PROJECT FUND							
MISCELLANEOUS REVENUE							
330-000-45002	INTEREST EARNED	665	340	100	300	300	300
	TOTAL MISCELLANEOUS REVENUE	665	340	100	300	300	300
TRANSFERS IN							
330-000-46030	TRANSFER FROM SEWER FUND	212,698	60,000	325,637	1,052,975	1,052,975	1,052,975
330-000-46031	TRANS FROM SEWER IMP SDC	0	0	25,000	0	0	0
330-000-46032	TRANS FROM SEWER REIMB SDC	0	0	25,000	0	0	0
	TOTAL TRANSFERS IN	212,698	60,000	375,637	1,052,975	1,052,975	1,052,975
OTHER FUNDING SOURCES							
330-000-48095	LOAN PROCEEDS	0	0	360,000	0	0	0
	TOTAL OTHER FUNDING SOURCES	0	0	360,000	0	0	0
BEGINNING FUND BALANCE							
330-000-49090	BEGINNING FUND BALANCE	0	20,051	47,080	333,125	333,125	333,125
	TOTAL BEGINNING FUND BALANCE	0	20,051	47,080	333,125	333,125	333,125
	TOTAL FUND REVENUE	213,363	80,391	782,817	1,386,400	1,386,400	1,386,400

**CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016**

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
SEWER CAPITAL PROJECT FUND							
SEWER CAPITAL PROJECTS							
MATERIALS AND SERVICES:							
330-330-61003	ADVERTISING	111	0	850	850	850	850
330-330-61059	CONTRACTED SERVICES	0	0	1,500	1,500	1,500	1,500
	TOTAL MATERIALS AND SERVICES	111	0	2,350	2,350	2,350	2,350
CAPITAL OUTLAY:							
330-330-85010	DESIGN SERVICES	7,842	1,169	67,250	75,000	75,000	75,000
330-330-85020	CONSTRUCTION COSTS	185,359	27,801	713,217	409,050	409,050	409,050
	TOTAL CAPITAL OUTLAY	193,201	28,970	780,467	484,050	484,050	484,050
CONTINGENCY & RESERVES:							
330-330-91301	RESERVE- SEWER CAPACITY IMP	0	0	0	900,000	900,000	900,000
	TOTAL CONTINGENCY & RESERVES	0	0	0	900,000	900,000	900,000
	TOTAL SEWER CAPITAL PROJECTS	193,312	28,970	782,817	1,386,400	1,386,400	1,386,400
	TOTAL FUND EXPENDITURES	193,312	28,970	782,817	1,386,400	1,386,400	1,386,400

BUDGET NARRATIVE
Fiscal Year 2015-2016

FUND: WATER CAPITAL PROJECT FUND

Program Description/Mission

This fund administers the design and construction of all water capital improvement projects and studies. Transfers to this fund are from Water Fund, Water Improvement System Development Charge (SDC) Fund and Water Reimbursement SDC Fund. The City's Water Master Plan and Capital Improvement Plan are the guide documents for this program.

Budget Comments

Account #61059 includes facility master plan (\$85,000) which includes an Aquifer Storage & Recovery (ASR) study (additional \$15,000) and completion of the Water Conservation Management Plan (\$21,000).

Account #81001 includes property purchase for the Westside 2MG Reservoir (total purchase and other related costs \$195,000)

Account #85010 includes design of Anderson Drive pressure reducing valve (PRV) and Silver Creek intake pipeline.

Account #85020 includes construction of next phase of Silver Creek Intake pipeline and Anderson Drive PRV project.

Accomplishments

Completing Water Management and Conservation Plan.

Completed design of Mills Addition waterline replacement project.

Major Issues to be Resolved in the Next 5 Years

Completion of water deferred maintenance activities and Capital Improvement Program projects.

CITY OF SILVERTON

REVENUES

FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
WATER CAPITAL PROJECT FUND							
INTERGOVERNMENTAL							
340-000-43170	GRANTS - MISCELLANEOUS	0	0	20,000	0	0	0
	TOTAL INTERGOVERNMENTAL	0	0	20,000	0	0	0
MISCELLANEOUS REVENUE							
340-000-45002	INTEREST EARNED	2,341	1,288	1,000	1,000	1,000	1,000
	TOTAL MISCELLANEOUS REVENUE	2,341	1,288	1,000	1,000	1,000	1,000
TRANSFERS IN							
340-000-46040	TRANSFER FROM WATER FUND	315,000	74,500	250,206	425,000	425,000	425,000
340-000-46041	TRANSFER FROM WATER IMP SDC	178,000	5,000	490,000	371,600	371,600	371,600
340-000-46042	TRANSFER FROM WATER REIMB SD	0	0	98,190	0	0	0
	TOTAL TRANSFERS IN	493,000	79,500	838,396	796,600	796,600	796,600
BEGINNING FUND BALANCE							
340-000-49090	BEGINNING FUND BALANCE	0	381,352	110,262	256,303	277,303	277,303
	TOTAL BEGINNING FUND BALANCE	0	381,352	110,262	256,303	277,303	277,303
	TOTAL FUND REVENUE	495,341	462,140	969,658	1,053,903	1,074,903	1,074,903

CITY OF SILVERTON

EXPENDITURES

FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
WATER CAPITAL PROJECT FUND							
WATER CAPITAL PROJECTS							
MATERIALS AND SERVICES:							
340-340-61003	ADVERTISING	198	239	1,200	1,500	1,500	1,500
340-340-61059	CONTRACTED SERVICES	0	0	58,000	100,000	121,000	121,000
	TOTAL MATERIALS AND SERVICES	198	239	59,200	101,500	122,500	122,500
CAPITAL OUTLAY:							
340-340-81001	LAND ACQUISITION	0	0	95,000	100,000	170,000	170,000
340-340-85010	DESIGN SERVICES	17,955	2,456	39,000	90,000	90,000	90,000
340-340-85020	CONSTRUCTION COSTS	95,838	356,571	776,458	762,403	692,403	692,403
	TOTAL CAPITAL OUTLAY	113,792	359,027	910,458	952,403	952,403	952,403
	TOTAL WATER CAPITAL PROJECTS	113,990	359,266	969,658	1,053,903	1,074,903	1,074,903
	TOTAL FUND EXPENDITURES	113,990	359,266	969,658	1,053,903	1,074,903	1,074,903

BUDGET NARRATIVE
Fiscal Year 2015-2016

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 replacement item 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

Two vehicles are budgeted:

1)	2016 Police Chevy Tahoe PPV	\$ 33,055
2)	2016 F450 with Utility Box	<u>40,110</u>
	Total	\$ 73,165

Major Issues to be Resolved in the Next 5 Years

- Provide adequate funding for long-term vehicle replacements.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
FLEET REPLACEMENT FUND							
MISCELLANEOUS REVENUE							
600-000-45002	INTEREST EARNED	4,104	4,076	3,700	4,560	4,560	4,560
600-000-45111	SALE OF FIXED ASSETS	2,500	0	0	0	0	0
TOTAL MISCELLANEOUS REVENUE		6,604	4,076	3,700	4,560	4,560	4,560
TRANSFERS IN							
600-000-46010	TRANSFER FROM GENERAL	43,651	34,775	34,458	34,458	34,458	34,458
600-000-46012	TRANSFER FROM BLDG OP	0	0	0	4,659	4,659	4,659
600-000-46020	TRANSFER FROM STREET	0	30,200	29,849	29,849	29,849	29,849
600-000-46028	TRANSFER FROM STORM WTR IMP	0	0	19,872	19,872	19,872	19,872
600-000-46030	TRANSFER FROM SEWER	12,043	23,100	65,870	65,870	65,870	65,870
600-000-46040	TRANSFER FROM WATER	19,937	16,800	45,765	45,765	45,765	45,765
TOTAL TRANSFERS IN		75,631	104,875	195,814	200,473	200,473	200,473
BEGINNING FUND BALANCE							
600-000-49090	BEGINNING FUND BALANCE	644,411	702,831	724,896	906,450	906,450	906,450
TOTAL BEGINNING FUND BALANCE		644,411	702,831	724,896	906,450	906,450	906,450
TOTAL FUND REVENUE		726,646	811,782	924,410	1,111,483	1,111,483	1,111,483

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
FLEET REPLACEMENT FUND							
FLEET REPLACEMENT							
CAPITAL OUTLAY:							
600-600-81076	CAPITAL - FLEET	23,815	24,447	25,336	73,165	73,165	73,165
TOTAL CAPITAL OUTLAY		23,815	24,447	25,336	73,165	73,165	73,165
CONTINGENCY & RESERVES:							
600-600-91731	RESERVE - VEHICLES	0	0	899,074	1,038,318	1,038,318	1,038,318
TOTAL CONTINGENCY & RESERVES		0	0	899,074	1,038,318	1,038,318	1,038,318
TRANSFERS OUT:							
600-600-95001	TRANSFER TO GENERAL FUND	0	61,181	0	0	0	0
TOTAL TRANSFERS OUT		0	61,181	0	0	0	0
TOTAL FLEET REPLACEMENT		23,815	85,628	924,410	1,111,483	1,111,483	1,111,483
TOTAL FUND EXPENDITURES		23,815	85,628	924,410	1,111,483	1,111,483	1,111,483

BUDGET NARRATIVE
Fiscal Year 2015-2016

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, computer servers, building hvac systems, and park play structures. Reserved items for other funds are detailed on support documents.

Major Issues to be Resolved in the Next 5 Years

Provide adequate funding for long-term equipment replacements.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
MAJOR EQUIP REPLACEMENT FUND							
MISCELLANEOUS REVENUE							
610-000-45002	INTEREST EARNED	3,991	3,453	3,500	3,000	3,000	3,000
	TOTAL MISCELLANEOUS REVENUE	3,991	3,453	3,500	3,000	3,000	3,000
TRANSFERS IN							
610-000-46010	TRANSFER FROM GENERAL	54,517	54,733	29,920	29,920	29,920	29,920
610-000-46020	TRANSFER FROM STREET	0	10,000	20,926	20,926	20,926	20,926
610-000-46030	TRANSFER FROM SEWER	5,423	15,800	21,889	21,889	21,889	21,889
610-000-46040	TRANSFER FROM WATER	5,226	12,000	20,413	20,413	20,413	20,413
	TOTAL TRANSFERS IN	65,166	92,533	93,148	93,148	93,148	93,148
BEGINNING FUND BALANCE							
610-000-49090	BEGINNING FUND BALANCE	709,886	605,396	640,511	681,624	681,624	681,624
	TOTAL BEGINNING FUND BALANCE	709,886	605,396	640,511	681,624	681,624	681,624
	TOTAL FUND REVENUE	779,043	701,382	737,159	777,772	777,772	777,772

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
MAJOR EQUIP REPLACEMENT FUND							
MAJOR EQUIPMENT							
CAPITAL OUTLAY:							
610-610-81003	CAPITAL -REPLACEMNT EQUIPMENT	173,648	116,327	0	777,772	777,772	777,772
	TOTAL CAPITAL OUTLAY	173,648	116,327	0	777,772	777,772	777,772
CONTINGENCY & RESERVES:							
610-610-90001	CONTINGENCY	0	0	737,159	0	0	0
	TOTAL CONTINGENCY & RESERVES	0	0	737,159	0	0	0
	TOTAL MAJOR EQUIPMENT	173,648	116,327	737,159	777,772	777,772	777,772
	TOTAL FUND EXPENDITURES	173,648	116,327	737,159	777,772	777,772	777,772

BUDGET NARRATIVE
Fiscal Year 2015-2016

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 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
EXTENDED LEAVE FUND							
MISCELLANEOUS REVENUE							
620-000-45002	INTEREST EARNED	680	645	500	400	400	400
	TOTAL MISCELLANEOUS REVENUE	680	645	500	400	400	400
TRANSFERS IN							
620-000-46010	TRANSFER FROM GENERAL FUND	6,016	0	0	0	0	0
620-000-46020	TRANSFER FROM STREET	162	0	0	0	0	0
620-000-46030	TRANSFER FROM SEWER	1,593	0	0	0	0	0
620-000-46040	TRANSFER FROM WATER	799	0	0	0	0	0
	TOTAL TRANSFERS IN	8,570	0	0	0	0	0
BEGINNING FUND BALANCE							
620-000-49090	BEGINNING FUND BALANCE	111,387	120,637	121,362	121,682	121,682	121,682
	TOTAL BEGINNING FUND BALANCE	111,387	120,637	121,362	121,682	121,682	121,682
	TOTAL FUND REVENUE	120,637	121,282	121,862	122,082	122,082	122,082

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
EXTENDED LEAVE FUND							
OPERATIONS							
PERSONNEL SERVICES:							
620-100-51002	PART TIME SALARIES	0	0	65,000	65,000	65,000	65,000
620-100-51003	WORKERS COMP INS	0	0	3,140	3,140	3,140	3,140
620-100-51004	SOCIAL SECURITY/MEDICARE	0	0	4,973	4,973	4,973	4,973
	TOTAL PERSONNEL SERVICES	0	0	73,113	73,113	73,113	73,113
CONTINGENCY & RESERVES:							
620-100-90001	CONTINGENCY	0	0	48,749	48,969	48,969	48,969
	TOTAL CONTINGENCY & RESERVES	0	0	48,749	48,969	48,969	48,969
	TOTAL OPERATIONS	0	0	121,862	122,082	122,082	122,082
	TOTAL FUND EXPENDITURES	0	0	121,862	122,082	122,082	122,082



This page intentionally left blank



DISCONTINUED FUNDS/
PROGRAMS AND
OTHER INFORMATION

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016

	2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
GENERAL FUND						
SWIMMING POOL						
MATERIALS AND SERVICES:						
010-210-61004	TELEPHONE EXPENSE	1,059	0	0	0	0
010-210-61005	POSTAGE & FREIGHT	77	0	0	0	0
010-210-61006	GAS/ ELECTRIC EXPENSE	84,116	0	0	0	0
010-210-61008	BUILDING & GROUNDS MAINTENANC	1,544	0	0	0	0
010-210-61009	PERMIT FEES	326	0	0	0	0
010-210-61022	EQUIPMENT MAINTENANCE	6,362	0	0	0	0
010-210-61032	JANITORIAL SUPPLIES	1,458	0	0	0	0
010-210-61042	SAFETY EQP/ PROT CLTHNG	650	0	0	0	0
010-210-61045	EQUIPMENT RENTAL	1,213	0	0	0	0
010-210-61047	POOL CHEMICALS	11,246	0	0	0	0
010-210-61059	CONTRACTED SERVICES	62,966	0	0	0	0
010-210-71000	MINOR EQUIPMENT	85	0	0	0	0
	TOTAL MATERIALS AND SERVICES	171,101	0	0	0	0
CAPITAL OUTLAY:						
010-210-81003	CAPITAL - REPLACEMENT	1,042	0	0	0	0
	TOTAL CAPITAL OUTLAY	1,042	0	0	0	0
	TOTAL SWIMMING POOL	172,143	0	0	0	0

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2015-2016

	2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
ABATEMENT FUND						
BEGINNING FUND BALANCE						
026-000-49090	BEGINNING FUND BALANCE	29,582	0	0	0	0
	TOTAL BEGINNING FUND BALANCE	29,582	0	0	0	0
	TOTAL FUND REVENUE	29,582	0	0	0	0

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016

	2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
ABATEMENT FUND						
OPERATIONS						
TRANSFERS OUT:						
026-026-95001	TRANSFER TO GENERAL FUND	29,582	0	0	0	0
	TOTAL TRANSFERS OUT	29,582	0	0	0	0
	TOTAL OPERATIONS	29,582	0	0	0	0
	TOTAL FUND EXPENDITURES	29,582	0	0	0	0

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
<u>DAM EARLY WARNING SYSTEM PROJ</u>							
<u>MISCELLANEOUS REVENUE</u>							
207-000-45002	INTEREST EARNED	1,351	777	200	0	0	0
	TOTAL MISCELLANEOUS REVENUE	1,351	777	200	0	0	0
<u>TRANSFERS IN</u>							
207-000-46040	TRANSFER FROM WATER	0	0	40,000	0	0	0
	TOTAL TRANSFERS IN	0	0	40,000	0	0	0
<u>BEGINNING FUND BALANCE</u>							
207-000-49090	BEGINNING FUND BALANCE	239,743	217,526	48,053	0	0	0
	TOTAL BEGINNING FUND BALANCE	239,743	217,526	48,053	0	0	0
	TOTAL FUND REVENUE	241,094	218,303	88,253	0	0	0

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 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	23,569	194,891	88,253	0	0	0
	TOTAL MATERIALS AND SERVICES	23,569	194,891	88,253	0	0	0
	TOTAL DAM EARLY WARNING SYSTE	23,569	194,891	88,253	0	0	0
	TOTAL FUND EXPENDITURES	23,569	194,891	88,253	0	0	0

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
PARKS CAPITAL PROJECT FUND							
INTERGOVERNMENTAL							
372-000-43175	GRANTS- PARKS CAPITAL IMP	0	229,978	0	0	0	0
372-000-43180	URA GRANT PROCEEDS	0	125,991	0	0	0	0
TOTAL INTERGOVERNMENTAL		0	355,969	0	0	0	0
MISCELLANEOUS REVENUE							
372-000-45002	INTEREST EARNED	624	0	0	0	0	0
372-000-45018	DONATIONS - SKATE PARK	41	0	0	0	0	0
372-000-45023	DONATIONS- DOG PARK	20	380	0	0	0	0
TOTAL MISCELLANEOUS REVENUE		685	380	0	0	0	0
TRANSFERS IN							
372-000-46010	TRANSFER FROM GENERAL FUND	2,070	0	0	0	0	0
372-000-46072	TRANSFER FROM PARK SDC FUND	127,547	0	13,000	0	0	0
TOTAL TRANSFERS IN		129,617	0	13,000	0	0	0
BEGINNING FUND BALANCE							
372-000-49090	BEGINNING FUND BALANCE	0	50,052	11,065	0	0	0
TOTAL BEGINNING FUND BALANCE		0	50,052	11,065	0	0	0
TOTAL FUND REVENUE		130,302	406,401	24,065	0	0	0

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2015-2016

		2012-2013 FISCAL ACTUAL	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL BUDGET	2015-2016 CITY MNGR PROPOSED	2015-2016 BDGT COMM APPROVED	2015-2016 COUNCIL ADOPTED
PARKS CAPITAL PROJECT FUND							
PARKS CAPITAL PROJECTS							
MATERIALS AND SERVICES:							
372-372-62573	MISCELLANEOUS EXPENSE	89	0	0	0	0	0
TOTAL MATERIALS AND SERVICES		89	0	0	0	0	0
CAPITAL OUTLAY:							
372-372-85003	ADVERTISING	524	5	0	0	0	0
372-372-85010	DESIGN SERVICES	56,973	13,758	0	0	0	0
372-372-85020	CONSTRUCTION COSTS	22,664	381,601	24,065	0	0	0
TOTAL CAPITAL OUTLAY		80,161	395,363	24,065	0	0	0
TOTAL PARKS CAPITAL PROJECTS		80,250	395,363	24,065	0	0	0
TOTAL FUND EXPENDITURES		80,250	395,363	24,065	0	0	0

CITY OF SILVERTON
RESOLUTION
15-19

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 5, 2015, the City of Silverton Budget Committee, after appropriate deliberation and public hearing, approved the budget for fiscal year 2015-2016; and

WHEREAS, in accordance with Oregon Budget Law, the City seeks to adopt a budget and appropriate City expenditures for fiscal year 2015-2016; and

WHEREAS, the City seeks to declare the ad valorem property taxes for fiscal year 2015-2016 to the Marion County Tax Assessor.

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

Section 1: The City Council of the City of Silverton hereby adopts the budget for fiscal year 2015-2016 (July 1, 2015 through June 30, 2016) in the total of \$33,835,341, on file at City Hall after July 1, 2015.

Section 2: 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 2015-2016 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 \$ 295,134 for debt service for general obligation bonds.**

	<u>General Government Limitation</u>
General Fund	\$ 3.6678/ \$1,000
Local Option Tax	\$ 275,000
	<u>Excluded from the Limitation</u>
GO Bonded Debt	\$ 295,134

Section 3: The City Council makes the following appropriations in the amounts stated for fiscal year 2015-2016 and for the following purposes by Fund:

GENERAL FUND

Non-Departmental/ non-program	
Materials & Services	\$ 349,775
Capital Outlay	20,000
Transfers	379,035
Contingency	1,279,741
City Council	76,675
City Management	340,169
Finance	454,017
Police	2,497,143
Enforcement	62,911
Planning	222,206
Facilities Maintenance	309,094
Parks and Recreation	230,899
Computer Services	57,950
Fund Subtotal	6,279,615
Reserved for Future Expenditures*	925,818
Fund Total	\$ 7,205,433

ELECTRICAL INSPECTION FUND

Electrical Inspection Services	\$ 23,940
Transfers	3,477
Contingency	6,626
Fund Total	\$ 34,043

BUILDING OPERATIONS FUND

Building Inspection Services	\$ 143,268
Transfers	22,662
Contingency	14,181
Fund Total	\$ 180,111

TRANSPORTATION FUND

Trolley Services	\$ 88,043
Transfers	3,020
Contingency	17,535
Fund Total	\$ 108,598

POOL OPERATIONS LEVY FUND

Materials & Services	\$ 177,850
Contingency	155,658
Fund Subtotal	333,508
Reserved for Future Expenditures*	83,400
Fund Total	\$ 416,908

TRANSIENT TAX FUND

Materials & Services	\$ 204,513
Transfers	65,000
Contingency	35,000
Fund Total	\$ 304,513

STREET FUND

Street Operations	\$ 312,242
Transfers	375,129
Contingency	123,157
Fund Subtotal	810,528
Reserved for Future Expenditures*	53,548
Fund Total	\$ 864,076

STREET IMPROVEMENT SDC FUND

Street Improvements	\$ 183,087
Contingency	21,204
Transfers	459,847
Fund Total	\$ 664,138

STREET REIMBURSEMENT SDC FUND

Contingency	\$ 135,355
-------------	------------

STORM WATER IMPROVEMENT SDC FUND

Storm Water Improvements	\$ 8,417
Contingency	271,922
Transfers	263,995
Fund Total	\$ 544,334

STORM WATER REIMBURSEMENT SDC FUND

Contingency	\$ 33,484
-------------	-----------

STREET LIGHT IMPROVEMENT FUND

Street Lighting	\$ 195,828
-----------------	------------

STREET MAINTENANCE FEE FUND

Street Improvements	\$ 452,065
---------------------	------------

STORMWATER FEE FUND

Transfers	843,527
Contingency	35,036
Fund Total	\$ 878,563

SEWER FUND

Sewer Operations	\$ 1,055,621
Sewer Maintenance	333,359
Debt Service	828,642
Transfers	1,606,939
Contingency	532,546
Fund Subtotal	4,357,107
Reserved for Future Expenditures*	23,120
Fund Total	\$ 4,380,227

SEWER IMPROVEMENT SDC FUND	
Sewer Improvements	\$ 23,441
Contingency	<u>15,427</u>
Fund Subtotal	38,868
Reserved for Future Expenditures*	<u>300,000</u>
Fund Total	\$ 338,868

SEWER REIMBURSEMENT SDC FUND	
Contingency	\$ 539,157

SEWER DEBT RESERVE FUND	
Reserve for Debt Service*	\$ 1,134,235

WATER FUND	
Water Operations	\$ 579,358
Water Maintenance	411,755
Debt Service	193,726
Transfers	959,773
Contingency	<u>290,263</u>
Fund Subtotal	2,434,875
Reserved for Future Expenditures*	<u>212,994</u>
Fund Total	\$ 2,647,869

WATER IMPROVEMENT SDC FUND	
Water Improvements	\$ 129,050
Transfers	371,600
Contingency	<u>722,956</u>
Fund Total	\$ 1,223,606

WATER REIMBURSEMENT SDC FUND	
Contingency	\$ 221,641

GO DEBT SERVICE FUND	
Debt Services	\$ 275,800
Unappropriated Fund Balance*	<u>12,675</u>
Fund Total	\$ 288,475

DEBT SERVICE FUND	
Debt Services	\$ 176,448
Contingency	<u>13,621</u>
Fund Total	\$ 190,069

BUILDING CAPITAL IMP RESERVE FUND	
Capital Outlay	\$ 50,000
Reserved for Future Expenditures*	<u>764,784</u>
Fund Total	\$ 814,784

GENERAL OPERATING RESERVE FUND	
Contingency	\$ 250,000
Reserved for Future Expenditures*	<u>504,017</u>
Fund Total	\$ 754,017

PARKS FEE FUND	
Parks Maintenance	\$ 8,800
Capital Outlay	<u>183,601</u>
Fund Total	\$ 192,401

PARKS & REC IMPROVEMENT SDC FUND	
Parks Improvements	\$ 490,355
Contingency	<u>75,000</u>
Fund Total	\$ 565,355

ASSESSMENT FUND	
Materials & Services	\$ 6,000
Debt Service	172,444
Contingency	<u>200,011</u>
Fund Total	\$ 378,455

CDBG HOUSING REHAB FUND	
Materials & Services	\$ 127,000
Contingency	<u>273,746</u>
Fund Total	\$ 400,746

WWTP DIGESTER PROJECT FUND	
Capital Outlay	\$ 865,665

STEELHAMMER LID PROJECT FUND	
Capital Outlay	\$ 829,347

FALLEN HEROES PROJECT FUND	
Capital Outlay	\$ 48,069

STORM WATER CAPITAL PROJECT FUND	
Storm Water Improvements	\$ 1,105,674

STREET CAPITAL PROJECT FUND	
Street Improvements	\$ 426,592

SEWER CAPITAL PROJECT FUND	
Sewer Improvements	\$ 486,400
Reserved for Future Expenditures*	<u>900,000</u>
Fund Total	\$ 1,386,400

WATER CAPITAL PROJECT FUND	
Water Improvements	\$ 1,074,903

FLEET REPLACEMENT FUND	
Capital Outlay	\$ 73,165
Reserved for Future Expenditures*	<u>1,038,318</u>
Fund Total	\$ 1,111,483

MAJOR EQUIP REPLACEMENT FUND	
Contingency	\$ 777,772

EXTENDED LEAVE FUND	
Personnel Services	\$ 73,113
Contingency	<u>48,969</u>
Fund Total	\$ 122,082

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, 2015.

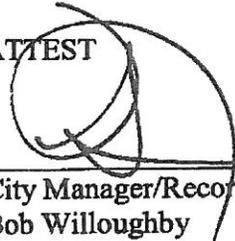
Section 5: That this resolution is and shall be effective after its passage by the City Council.

Resolution adopted by the City Council of the City of Silverton this 1st day of June, 2015.



Mayor, City of Silverton
Rick Lewis

ATTEST



City Manager/Recorder, City of Silverton
Bob Willoughby

*Included for informational purposes only

CITY OF SILVERTON
RESOLUTION
15-18

A RESOLUTION OF THE SILVERTON CITY COUNCIL DECLARING THE 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 OF SILVERTON AS FOLLOWS:

Section 1: Pursuant to ORS 221.770, the City hereby elects to receive state revenues for fiscal year 2015-2016.

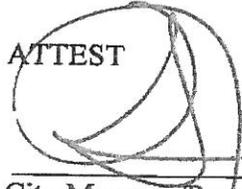
Section 2: This resolution is and shall be effective after its passage by Council.

Resolution adopted by the City Council of the City of Silverton, this 1st day of June, 2015.



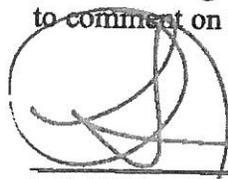
Mayor, City of Silverton
Rick Lewis

ATTEST



City Manager/Recorder, City of Silverton
Bob Willoughby

I certify that a public hearing before the Budget Committee was held on April 21, 2015, and a public hearing before the City Council was held on June 1, 2015, giving citizens an opportunity to comment on the use of State Revenue Sharing funds.



Bob Willoughby, City Manager

CITY OF SILVERTON
RESOLUTION
15-17

A RESOLUTION OF THE SILVERTON CITY COUNCIL TO DETERMINE THE ELIGIBILITY 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 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.

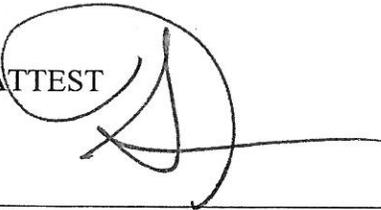
NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF SILVERTON AS FOLLOWS:

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

Resolution adopted by the City Council of the City of Silverton, this 1st day of June 2015.

ATTEST 

City Manager/Recorder, City of Silverton
Bob Willoughby



Mayor, City of Silverton
Rick Lewis

CITY OF SILVERTON
RESOLUTION
15-20

A RESOLUTION OF THE SILVERTON CITY COUNCIL EXTENDING THE CITY OF SILVERTON'S WORKERS' COMPENSATION COVERAGE TO CERTAIN VOLUNTEER POSITIONS

WHEREAS, pursuant to ORS 656.031, workers' compensation coverage will be provided to the classes of volunteers listed in this resolution, noted on CIS payroll schedule, and verified at audit:

1. Public Safety Volunteers

An assumed monthly wage of \$800 will be used for applicable public safety volunteers in the following volunteer positions):

Police reserve

2. Applicable volunteer boards, commissions and councils for the performance of administrative duties.

An aggregate assumed annual wage of \$2,500 will be used per each volunteer board, commission or council for the performance of administrative duties. The covered bodies are (list each body):

- a. City Council
- b. Planning Commission
- c. Silverton City Budget Committee

3. Non-public safety volunteers

All applicable non-public safety volunteers listed below will track their hours and Oregon minimum wage will serve as assumed wage for both premium and benefits calculations. CIS will assign the appropriate classification code according to the type of volunteer work being performed.

- Parks and recreation
- Other

3. Other volunteers

Volunteer exposures not addressed here will have workers' compensation coverage if, prior to the onset of the work provided that the City of Silverton:

- a. Provides at least two weeks' advance written notice to CIS underwriting requesting the coverage
- b. CIS approves the coverage and date of coverage
- c. CIS provides written confirmation of coverage

The City of Silverton agrees to maintain verifiable rosters for all volunteers including volunteer name, date of service and hours of service and make them available at the time of a claim or audit to verify coverage.

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

Section 1: Workers compensation coverage is provided as indicated above.

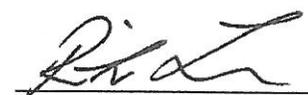
Section 2: That this resolution is and shall be effective after its passage by the City Council.

Resolution adopted by the City Council of the City of Silverton, this 1st day of June, 2015.

ATTEST



City Manager/Recorder, City of Silverton
Bob Willoughby



Mayor, City of Silverton
Rick Lewis



This page intentionally left blank