



**CITY OF SILVERTON
BUDGET
FISCAL YEAR 2016-2017**

City of Silverton
Budget Committee
Fiscal Year 2016-2017

Mayor:

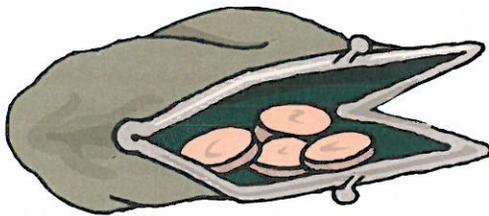
Rick Lewis – Vice Chair

Council Members:

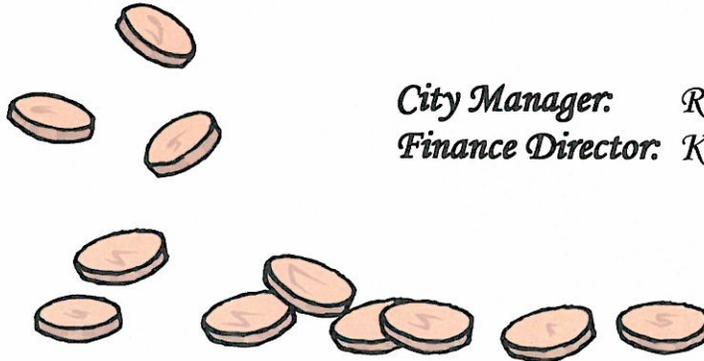
Laurie Carter
Jason Freilinger
Ken Hector
Kyle Palmer
Dana Smith
Jim Sears

Citizen Members:

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



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



CITY OF SILVERTON, OREGON

2016-2017 Budget Calendar

- 12/18/2015 Worksheets distributed to Department Heads.
- 02/12/2016 Last day to submit proposed budgets and narratives to Finance.
- 03/03/2016 City Manager meetings with Department Heads begin.
- 03/29/2015 City Manager to complete budget message.
- 03/30/2015 Notice of first budget meeting to paper.
- 04/06/2016 **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.)
- 04/10/2016 **Post on website second notice** of first Budget Committee meeting. (Must be posted at least 10 days before the first budget meeting.)
- 04/20/2016 Deliver Preliminary Budgets to Budget Committee, and Department Heads.
- 04/26/2016 **First Budget Committee meeting** and State Revenue Sharing Budget Hearing. (Meetings will be held in Council Chambers starting at 6:00 pm) (Tuesday)
- 04/28/2016 Second Budget Committee meeting. (Thursday)
- 05/03/2016 Third Budget Committee meeting. (Tuesday)
- 05/05/2016 Fourth Budget Committee meeting. (Thursday)
- 05/12/2016 Fifth Budget Committee meeting. (Thursday)
Additional Budget Committee meetings will be added if necessary.
- 06/01/2016 Send budget summaries and notice of council hearing to paper.
- 06/08/2016 **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.
- 06/20/2016 Budget Hearing before City Council for adoption of appropriations, tax rate, bonded debt levy and acceptance of State Revenue Sharing.
- 07/11/2016 Submit Notice of Property Tax Levy to County Assessor.

CITY OF SILVERTON

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**Fiscal Year 2016-2017 Budget Message
City of Silverton, Oregon
April 10, 2016**

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

INTRODUCTION

The City of Silverton has a healthy financial outlook for the 2016-2017 fiscal year. The 2016-2017 year's budget has increased over the fiscal 2015-2016 budget by \$2,798,391. The increase is seen in the General Fund, the Water Funds, the Special Revenue Funds, and the Capital Project Funds. The City was able to begin capital projects to deal with aging infrastructure and will continue to work on these types of capital projects during the budget being presented.

The City will need to address the most pressing issues for the Sewer Fund, the Storm water Fund and the Water Fund. The most pressing need for the Sewer Fund is for a third digester. The Sewer Fund has significant debt and the cost of the digester is projected to be over \$2 million. The most pressing need for the Water Fund is to build the 2 million gallon above ground reservoir and complete the Silver Creek pipeline. For both the Sewer Fund and Water Fund issues the goal should be to set aside funds for the most pressing needs. This will either reduce or negate the need to incur additional debt.

During the last fiscal year the City continued to see 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. Silverton has also seen an increase in commercial construction with the new Rite-Aid and new buildings in the Industrial Park area.

Staffing in the budget being presented is increased by one new position for part of the year in the Water Fund. This is in anticipation of a potential employee retirement and will allow the City some overlap of work by the new employee and the employee who will be retiring. It is also in response to a new Council goal. There has also been a new allocation for the Permit Technician in the Community Development Department to more accurately allocate payroll costs to the work actually performed. The past two years, the allocation was placed more in the planning department, within the General Fund, when the Building Operations Fund was

**City of Silverton
FY 2016-2017 Budget Message**

struggling. In this new budget, it has been adjusted to more closely reflect the reality of the work being performed.

At the February 1, 2016 Council meeting, the City Council approved rate increases for sewer rates, water rates, the stormwater fee, the street maintenance fee and the park fee. The rate increases will take effect July 1, 2016. The fees for stormwater, street maintenance and park will also be adjusted annually by the Portland/Salem CPI-U. Along with the rate increases, Council changed the methodology used for residential sewer averaging. Residential customer's averages will now be based on a six month average using November through April actual usage to set the upcoming year's sewer rate. Residential customers now have the ability to "Opt-out" of the averaging method and can be billed on actual water usage. The water billing structure changed from being calculated on a base charge (by meter size) and a usage charge to being calculated on a base charge (by meter size), a fixed fee (based on all users serviced by the meter) and a usage charge.

The total proposed budget (all funds) for 2016-2017 fiscal year (FY) is **\$36,633,732**. This is a 12.27% increase over the prior fiscal year's adopted budget. If you exclude transfers, contingencies and reserves the total proposed expenditures are **\$17,950,935** for FY 2016-2017, which is a 4.27% increase (\$734,743) from the FY 2015-2016 adopted budget. The increase is primarily due to the increase in the capital portion of the budget.

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 **\$7,826,617**, which represents an increase of 8.63% (\$621,184) over the FY 2015-2016 adopted budget. This year's contingency is \$1,195,188, or 15.27% of the total fund expenditures, as compared to last year's contingency of \$1,279,741. The City attempts to maintain a minimum of 15% for each Fund's contingency and this meets the minimum requirement. The General Fund also has a reserve for future expenditures 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, 2016 through November 30, 2016 for services funded primarily by property taxes, such as those provided by the Police Department and for parks, the City needs to have a total cash reserve for these expenditures of \$983,045.

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, community services, 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

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of approximately 2.07% 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, 2016. As we have done in the past, the City is taking a conservative approach with property tax projections.

WORKFORCE

There is one new position included in the FY 2016-2017 budget. The proposed budget includes the addition of a new employee for part of the year in the Water Fund. This position will be funded from water revenues received from rate payers. The position is being budgeted so the City can train a new employee to replace a key employee in the water treatment plant who is expected to retire in early 2017. The Water Treatment Plant is run primarily by one full-time employee. This will allow the new hire to learn the operation of the plant and provide for additional Public Works staff as requested in a new Council goal. The Public Works Director also plans to retire in the next 12 months. The recruitment of his replacement will be handled internally with the existing budget.

There is also the recruitment of a new City Manager that will take place with the retirement of the current City Manager at the end of January 2017. Funds have been included for this recruitment process.

PROPRIETARY FUNDS

The proprietary funds include water, sewer, and internal service funds. The FY 2016-2017 budget includes the increase in water and sewer rates passed by City Council that are effective July 1, 2016 to fund the budgeted operations and capital projects of those funds. Money is also being reserved for the priority projects needed.

The Fleet Replacement Fund, one of the internal service funds, has budgeted to replace five vehicles. One for the police department, one for public works administration, two for public works maintenance and one for the water quality division.

CAPITAL PROJECTS FOR FY 2016-2017

027 Street Construction	\$ 534,139
030 Sewer – two RAS pump VFD’s	7,500
influent and effluent flow meter	7,000
April Lane lift station control panel	26,010
040 Water - two pipe elbows in the high-level pumpstation	10,000
intake waste valve	5,500
fluoride feeder	50,000
070 Old Mill Park final alterations	25,000
212 Waste Water Treatment Plant solids thickening & UV upgrades	615,232
217 Steelhammer Road improvements	588,837
225 Civic Building Project – land purchase	1,220,000
320 Other Street capital improvements	614,701

**City of Silverton
FY 2016-2017 Budget Message**

323 Olson Ditch project	317,700
323 Phase II of North 2 nd St storm water project	297,745
330 Sewer line repair and rehabilitation	300,000
340 Second supply to Anderson Drive PRV	<u>120,000</u>
Total	\$ 4,739,364

NEW FUNDS/PROGRAMS/PROJECTS

One new fund is being created in the proposed budget. The new fund is the Civic Building Fund and is intended to account for costs related to the purchase of the property in the proposed budget and construct the new Civic Building in a future year, phase 1 of which will be the construction of a new police facility sometime around the year 2020.

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. The proposed budget is using the baseline as set last year for programs other than for Finance. Finance has based the allocation by actual work related to payments, billing, accounts payable, and payroll for the fiscal year 2014-2015. The Council approved a baseline allocation for administrative transfers for future budgets. 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 perform during the budget year you are reviewing.

CONCLUSION

The City of Silverton remains in a strong financial position for the majority of funds. The only area that continues to need attention is the resources for the Electrical Inspection Fund needed to cover the expenses the City incurs related to electrical permits. The City has budgeted a reserve for the Building Operations Fund to assure resources are available to handle future expenditures as revenues are received before expenditures are incurred. The City has become more responsive to the infrastructure needs of the City and the lack of funding for maintenance. Council has been supportive to the needs by adjusting rates to provide resources for needed projects such as the Olson Ditch project. The project needed to receive a loan and a revenue source to pay the debt. The Stormwater fee was increased by \$1.00 to provide funds to repay the debt.

The City will also place a priority on setting aside funds to construct a new Civic Building. The site is budgeted to be purchased in the fiscal year 2016-2017 budget and hire an architect to design the new building. This is an area that will require planning and discussions on how to best meet the goal for the new building.

The City continues to have dedicated staff and management. The management will experience a drastic change with a new Public Works Director and a new City Manager becoming part of the team during the proposed budget year. However, the rest of the current City staff has extensive knowledge and experience, so the City will continue to be a well-run organization.

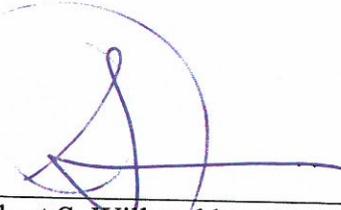
City of Silverton
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The City will continue with the street maintenance projects to improve streets based on the street index report. Money will be reserved for key projects, such as the 2 million gallon above ground reservoir and the digester, to allow for future capital projects. This should help keep rates as low as possible for Silverton Citizens.

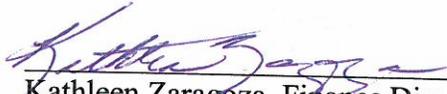
We know staff wants to be a part of what makes Silverton the great community it is and to keep this a community of which we can all continue to be proud. By working together, we can all help ensure that Silverton is a great place in which to work and a wonderful place to visit.

We look forward to working with the Budget Committee and Council in the next year. This budget is a reflection of the progress Silverton has made and continues to pursue. All the time given by the Budget Committee to prepare the best budget possible for the upcoming budget year is truly appreciated. We want you to know your efforts and input are not taken lightly. We want to thank the Department Heads for all of the time they have spent looking at allocations, capital projects and keeping rate increases below what was suggested in the rate study. During the next 5 years there will continue to be a lot of work to do with regards to the strategic plan and to meet Council goals. This budget is a road map to the success of Silverton as wonderful community. But as with all good road maps it should provide options for how to get from one location to the next. Again thank you for taking this journey with us. 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

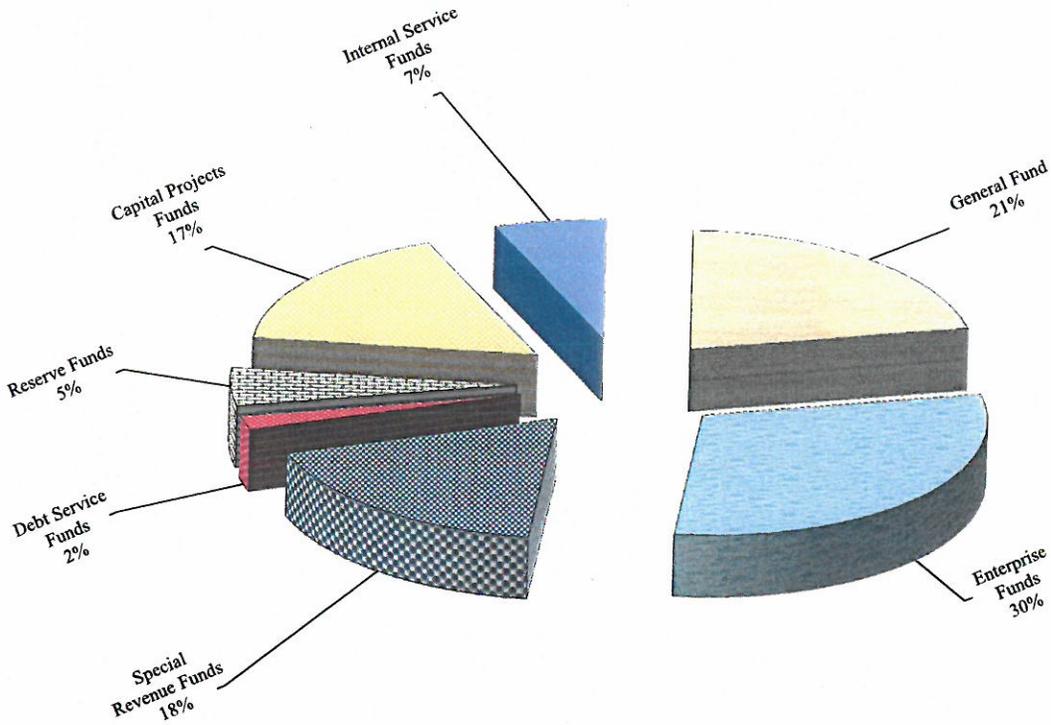


Kathleen Zaragoza, Finance Director



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CITY OF SILVERTON
 Summary By Fund Type
 Fiscal Year 2016 - 2017



Fund Type	Amount
General Fund	\$7,826,617
Enterprise Funds	11,055,104
Special Revenue Funds	6,602,939
Debt Service Funds	686,738
Reserve Funds	1,896,806
Capital Projects Funds	6,278,921
Internal Service Funds	2,345,490
Total	\$36,692,615

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 2016-2017**

	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	\$2,969,500	\$5,533	\$247,639	\$1,929,365	\$3,045,096	\$2,399,631	\$255,194	\$1,783,985	\$1,591,306	\$2,504,311	\$1,943,569	\$18,675,129
Property Taxes current year	2,439,000						75,094	258,300				2,772,394
Fees, Licenses, Permits, Assmnts, Fines & charges	881,960	31,000	110,400	701,017	3,381,575	2,106,398	48,600	239,975				7,500,925
Intergovernmental, Grants and Donations	297,769			500,000								1,253,652
All Other Revenues	93,300	50	1,000	402,120	13,300	19,150	1,400	76,500	5,500	379,383	8,300	1,294,945
Transfers	1,145,088				89,954		306,450	4,775	300,000	2,955,682	393,621	5,195,570
Total Resources	7,826,617	36,583	359,039	3,532,502	6,529,925	4,525,179	686,738	2,674,815	1,896,806	6,278,921	2,345,490	36,692,615
Non-Departmental	359,310											359,310
City Council	89,200											89,200
City Manager	389,736											389,736
Finance	400,667											400,667
Municipal Court	80,757											80,757
Police	2,599,385											2,599,385
Community Services	64,105											64,105
Planning	185,116											185,116
Facilities Maintenance	283,260											283,260
Parks & Recreation	235,667											235,667
Computer Services	63,239											63,239
Personnel		3,910	183,090	189,289	798,406	653,693		77,497			73,113	1,978,998
Materials & Services		24,950	12,550	255,219	575,105	347,125	6,000	554,036		58,000		1,832,985
Capital	17,000		1,500	586,088	97,373	202,705		1,181,766	50,000	4,959,441	1,068,214	8,164,087
Debt Service					826,950	193,726	475,153					1,495,829
Total Expenditures	4,767,442	28,860	197,140	1,030,596	2,297,834	1,397,249	481,153	1,813,299	50,000	5,017,441	1,141,327	18,222,341
Transfers Out	880,942	6,471	29,113	1,100,881	1,314,318	1,165,826		93,244	600,000	4,775		5,195,570
Contingency	1,195,188	1,252	41,241	1,217,128	1,074,094	1,739,110	205,585	684,872	1,246,806		49,684	7,454,960
Reserves	983,045		91,545	183,897	1,843,679	222,994		83,400		1,256,705	1,154,479	5,819,744
Unappropriated Ending Balance												0
Total Other Uses	3,059,175	7,723	161,899	2,501,906	4,232,091	3,127,930	205,585	861,516	1,846,806	1,261,480	1,204,163	18,470,274
Total Expenditures & Other Uses	7,826,617	36,583	359,039	3,532,502	6,529,925	4,525,179	686,738	2,674,815	1,896,806	6,278,921	2,345,490	36,692,615

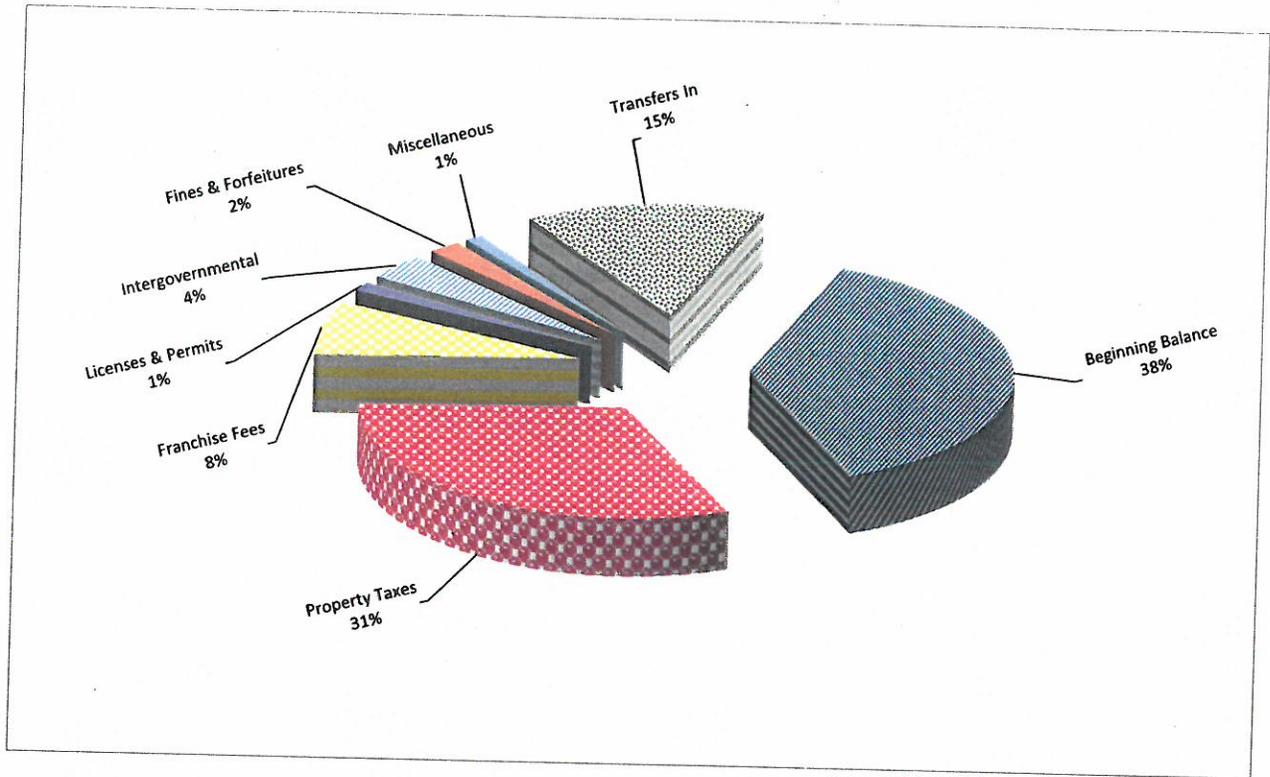
CITY OF SILVERTON

SOURCES OF FUNDING BETWEEN FUNDS

Fiscal Year Ending June 30, 2017

Dept	Expenditures	General (010)		Sewer (030)		Water (040)		Street (020)		Electrical Inspection (011)		Building Operations (012)		(013) Transprtn		(017) Transient Tax
		Total	%	\$	%	\$	%	\$	%	\$	%	\$	%	\$		
Prior Percentage Allocation																
INDIRECT COST TRANSFERS																
General Fund (010)																
012	City Council	89,200	54.00%	48,168	20.00%	17,840	20.00%	4,460	5.00%	446	0.50%	446	0.50%	446		
013	City Manager	389,736	56.00%	218,251	17.00%	66,255	19.00%	74,050	7.00%	27,282	0.50%	1,949	0.50%	1,949		
015	Finance	400,667	14.85%	59,499	39.72%	159,145	40.95%	164,073	2.99%	11,980	0.24%	962	1.25%	5,008		
020	Municipal Court	80,757	100.00%	80,757	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0		
050	Police	2,599,385	100.00%	2,599,385	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0		
100	Community Services Officer	64,105	100.00%	64,105	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0		
151	Planning	178,116	58.50%	104,198	15.00%	26,717	15.00%	17,812	10.00%	891	0.50%	891	1.00%	1,781		
152	Planning Grants	7,000	100.00%	7,000	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0		
190	Facilities Maintenance	283,260	65.70%	186,101	15.00%	42,489	15.00%	8,498	3.00%	850	0.30%	850	1.00%	2,833		
225	Parks & Recreation	235,667	100.00%	235,667	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0		
300	Computer Services	63,239	42.50%	26,876	25.00%	15,810	25.00%	3,162	5.00%	316	0.50%	316	2.00%	1,265		
011	Non-Departmental	376,310	43.80%	164,822	25.00%	94,078	25.00%	18,816	5.00%	753	0.20%	753	1.00%	3,763		
011	Contingency & Reserves	2,178,233	100.00%	2,178,233	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0		
011	Transfers	116,564	83.68%	97,552	6.92%	8,066	6.92%	2,425	2.08%	175	0.15%	175	0.24%	280		
	Debt Service	200,000	88.50%	177,000	5.00%	10,000	5.00%	2,000	1.00%	0	0.00%	0	0.50%	1,000		
	Building Imp Reserve	100,000	100.00%	100,000	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0		
	General Operating Reserve	400,000	100.00%	400,000	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0		
	Civic Building Project	34,458	90.00%	31,011	4.50%	1,551	4.50%	345	1.00%	0	0.00%	0	0.00%	0		
	Fleet Replacement	29,920	45.00%	13,464	25.00%	7,480	25.00%	1,496	5.00%	0	0.00%	0	0.00%	0		
	Major Equipment Replcmnt	7,826,617		6,792,089		449,431		462,154		98,276		6,342		18,325		0
	Total															
Fund OTHER TRANSFERS:																
023	Storm Water Imp SDC	(101,394)														
028	Storm Water Fees	(614,120)														
036	Sewer Debt Reserve	89,954		110,560												
041	Water Imp SDC to Water CIP	(45,600)														
042	Water Reimb SDC to Assessmnt	(125,000)														
051	Debt Svc Fund	181,450		(116,564)												
061	Building Capital Imp Reserve	200,000		(200,000)												
062	General Operating Reserve	(500,000)		(100,000)		(27,128)		(21,894)		(6,316)		(129)		(6,129)		(3,290)
073	Assessment	125,000														
224	Fallen Heroes Project	(4,775)														
225	Civic Building Project	1,000,000		(400,000)												
320	Street CIP	200,000														
323	Storm Water CIP	585,082														
330	Sewer CIP	700,000		(700,000)												
340	Water CIP	470,600														
372	Parks CIP	4,775														
600	Fleet Replacement	300,473		(34,458)		(115,870)		(59,849)						(4,659)		
610	Major Equip Replacement	93,148		(29,920)		(21,889)		(20,413)								
	Total Other Transfers In	3,950,482		110,560		0		0		0		0		0		0
	Total Other Transfers Out	1,390,889		880,942		864,887		533,072		287,091		129		10,788		89,954

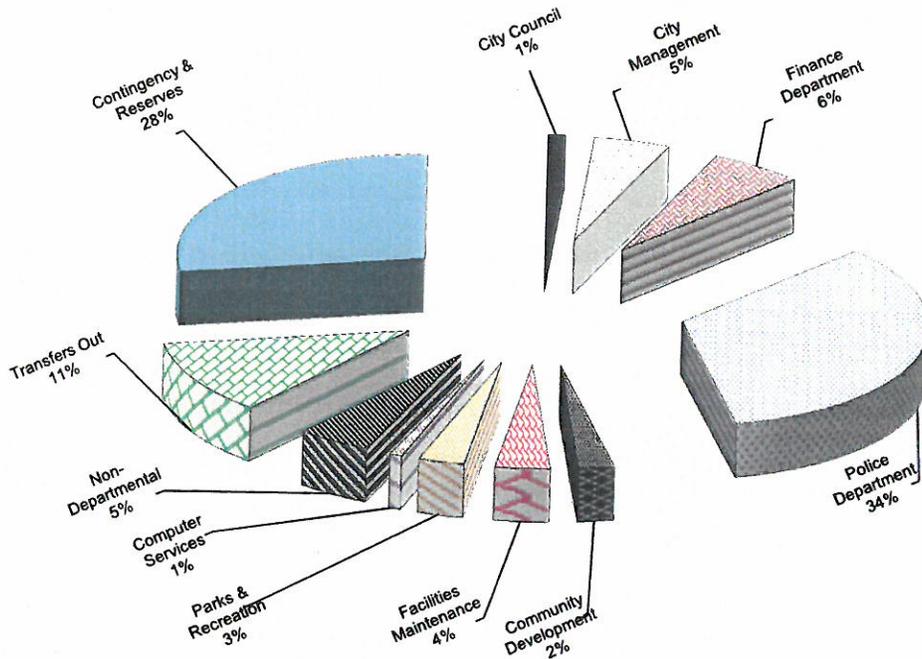
CITY OF SILVERTON
 General Fund Revenue
 Fiscal Year 2016 - 2017



Source	Amount
Beginning Balance	\$2,969,500
Property Taxes	2,439,000
Franchise Fees	615,000
Licenses & Permits	105,960
Intergovernmental	297,769
Fines & Forfeitures	161,000
Miscellaneous	93,300
Transfers In	1,145,088
Total	\$7,826,617

The largest portion of General Fund revenues are derived from the beginning fund balance. The second largest source is from property taxes.

CITY OF SILVERTON
General Fund Expenditures
Fiscal Year 2016 - 2017



Use	Amount	
City Council	\$89,200	1%
City Management	389,736	5%
Finance Department	481,424	6%
Police Department	2,663,490	34%
Community Development	185,116	2%
Facilities Maintenance	283,260	4%
Parks & Recreation	235,667	3%
Computer Services	63,239	1%
Non-Departmental	376,310	5%
Transfers Out	880,942	11%
Contingency & Reserves	2,178,233	28%
Total	\$7,826,617	

The largest use of General Fund resources is for Police services. The Second largest use is for transfers out which is primarily for the Civic Building. Many of the other programs are partially supported by transfers in.

REVENUE BUDGET NARRATIVE
Fiscal Year 2016-2017

FUND: GENERAL

Budget Comments

The 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 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
GENERAL FUND							
PROPERTY TAXES							
010-000-40001	PROPERTY TAXES CURRENT	2,197,526	2,279,398	2,343,600	2,391,000	2,391,000	2,391,000
010-000-40002	PROPERTY TAXES DELINQUENT	90,302	46,523	52,000	48,000	48,000	48,000
	TOTAL PROPERTY TAXES	2,287,828	2,325,921	2,395,600	2,439,000	2,439,000	2,439,000
FRANCHISE FEES							
010-000-41001	NORTHWEST NATURAL GAS	135,213	128,368	125,000	125,000	125,000	125,000
010-000-41002	PORTLAND GENERAL ELECTRIC	239,150	327,716	340,000	350,000	350,000	350,000
010-000-41003	COMMUNICATION FRANCHISE	14,731	14,775	14,500	15,000	15,000	15,000
010-000-41004	REFUSE FRANCHISE FEES	73,227	85,118	70,000	80,000	80,000	80,000
010-000-41005	CABLE COMMUNICATIONS	52,836	58,895	48,000	45,000	45,000	45,000
	TOTAL FRANCHISE FEES	515,157	614,872	597,500	615,000	615,000	615,000
FEES AND PERMITS							
010-000-42006	PEG FEES FOR SCAN TV	2,020	1,576	2,000	2,000	2,000	2,000
010-000-42103	LIQUOR LICENSE FEES	1,050	1,200	1,000	1,000	1,000	1,000
010-000-42109	SIGN PERMITS	1,350	990	720	960	960	960
010-000-42110	CONDITIONAL USE PERMITS	1,100	3,300	1,100	2,200	2,200	2,200
010-000-42111	ZONE CHANGE FEES	0	2,750	0	2,750	2,750	2,750
010-000-42112	ANNEXATION FEES	0	2,750	0	2,750	2,750	2,750
010-000-42113	LOT LINE ADJUSTMENT FEES	0	0	0	1,100	1,100	1,100
010-000-42114	VARIANCE APPLICATION FEES	2,588	550	0	725	725	725
010-000-42115	PARTITION APPLICATION FEES	963	2,600	550	1,650	1,650	1,650
010-000-42117	SUBDIVISION REVIEW FEES	0	7,550	2,750	2,750	2,750	2,750
010-000-42119	DESIGN REVIEW FEES	50	3,513	550	825	825	825
010-000-42120	OTHER PLANNING FEES	400	2,500	0	500	500	500
010-000-42121	PARK RESERVATION FEES	4,515	4,510	3,500	2,500	2,500	2,500
010-000-42122	COMMUNITY/ FISCHER RENTAL FEES	3,902	5,327	5,600	5,500	5,500	5,500
010-000-42124	RESERVOIR PARKING FEES	13,663	16,487	13,000	15,000	15,000	15,000
010-000-42125	LIQUOR USE PERMIT FEES	100	150	100	50	50	50
010-000-42130	BUSINESS LICENSE FEES	47,519	47,275	38,000	45,000	45,000	45,000
010-000-42140	LIEN SEARCH FEES	12,880	15,714	13,000	16,500	16,500	16,500
010-000-42159	RETURNED CHECK FEES	1,147	1,275	1,000	1,000	1,000	1,000
010-000-42181	FALSE ALARM FEES	(25)	0	0	0	0	0
010-000-42183	IMPOUND AND STORAGE FEES	2,100	2,650	750	1,200	1,200	1,200
	TOTAL FEES AND PERMITS	95,321	122,666	83,620	105,960	105,960	105,960
INTERGOVERNMENTAL							
010-000-43002	LIQUOR TAXES	130,446	135,647	115,600	118,000	118,000	118,000
010-000-43003	CIGARETTE TAXES	12,527	12,539	10,800	10,000	10,000	10,000
010-000-43015	STATE SHARED REVENUE	92,187	95,803	85,000	80,000	80,000	80,000
010-000-43060	SCHOOL DIST - SRO SUPPORT	0	0	82,769	82,769	82,769	82,769
010-000-43063	POLICE EQUIPMENT GRANT	0	3,000	1,600	0	0	0
010-000-43154	CLG/ SHIPO PLANNING GRANT	5,044	1,313	13,000	7,000	7,000	7,000
	TOTAL INTERGOVERNMENTAL	240,203	248,302	308,769	297,769	297,769	297,769
FINES AND FORFEITURES							
010-000-44000	COURT COSTS	12,678	20,646	10,500	35,000	35,000	35,000
010-000-44001	MUNICIPAL COURT FINES	133,817	119,203	95,500	105,000	105,000	105,000
010-000-44006	PARKING FINE REVENUE	11,031	14,138	12,800	13,000	13,000	13,000
010-000-44012	COUNTY CIRCUIT COURT FINES	17,949	11,506	6,000	8,000	8,000	8,000
	TOTAL FINES AND FORFEITURES	175,475	165,492	124,800	161,000	161,000	161,000

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2016-2017

GENERAL FUND		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
MISCELLANEOUS REVENUE							
010-000-45002	INTEREST EARNED	27,727	100,762	40,000	40,000	40,000	40,000
010-000-45003	PARKING METERS COLLECTIONS	39,475	48,431	37,000	39,000	39,000	39,000
010-000-45004	MISC - ENGINEERING FEES	0	1,027	0	0	0	0
010-000-45005	PARKING LOT REVENUE	4,855	5,396	4,100	2,500	2,500	2,500
010-000-45008	MISC - POLICE RECEIPTS	14,332	4,539	4,000	1,800	1,800	1,800
010-000-45016	RENTAL RECEIPTS	0	22	0	0	0	0
010-000-45019	MISCELLANEOUS REVENUE	38,723	23,367	15,000	5,000	5,000	5,000
010-000-45020	MAYOR'S BALL PROCEEDS	45	0	0	0	0	0
010-000-45029	ABATEMENT SERVICES	0	0	21,000	5,000	5,000	5,000
010-000-45080	INSURANCE PROCEEDS	10,132	0	0	0	0	0
010-000-45100	WELLNESS/ RECOGNITION PROCEED.	1,288	8	0	0	0	0
010-000-45111	SALE OF FIXED ASSETS	0	2,550	0	0	0	0
	TOTAL MISCELLANEOUS REVENUE	136,577	186,102	121,100	93,300	93,300	93,300
TRANSFERS IN							
010-000-46011	TRANSFER FROM ELECTRIC INSPEC	6,836	6,922	0	6,342	6,342	6,342
010-000-46012	TRANSFER FROM BUILDING OP	0	9,893	13,290	18,325	18,325	18,325
010-000-46020	TRANSFER FROM STREET	105,536	110,680	98,056	98,276	98,276	98,276
010-000-46028	TRANSFER FROM STORM WATER FE	0	0	0	110,560	110,560	110,560
010-000-46030	TRANSFER FROM SEWER	412,918	439,570	438,766	449,431	449,431	449,431
010-000-46040	TRANSFER FROM WATER	412,918	439,570	448,403	462,154	462,154	462,154
010-000-46080	TRANSFER FROM CDBG HOUSING	3,735	3,603	0	0	0	0
010-000-46600	TRANSFER FROM FLEET REPLACEM	61,181	0	0	0	0	0
	TOTAL TRANSFERS IN	1,003,124	1,010,238	998,515	1,145,088	1,145,088	1,145,088
BEGINNING FUND BALANCE							
010-000-49090	BEGINNING FUND BALANCE	2,110,226	2,494,196	2,569,032	2,969,500	2,969,500	2,969,500
	TOTAL BEGINNING FUND BALANCE	2,110,226	2,494,196	2,569,032	2,969,500	2,969,500	2,969,500
	TOTAL FUND REVENUE	6,563,911	7,167,789	7,198,936	7,826,617	7,826,617	7,826,617



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EXPENDITURE BUDGET NARRATIVE
Fiscal Year 2016-2017

DEPARTMENT: NON-DEPARTMENTAL
FUND: GENERAL

Program Description/Mission

This program provides for expenditures not applicable to a specific program or fund.

Budget Comments

Account #61009 (Lien Search Fees) Costs are billed to title companies or users based on report information the City receives showing who made a request and the number of requests made.

Account #61012 (Municipal Code Services) covers costs to update the City Code Book.

Account #61016 (Dues & Memberships) pays fees to League of Oregon City; Council of Governments; Chamber of Commerce; Local Government Personnel Institute; and State Purchasing.

Account #61019 (Insurance) is for Liability and Property Insurance premiums paid to City County Insurance Services (CIS), which is expected to increase by about 9% overall next year.

Account #61045 (Equipment Rental) pays the equipment rental on the postage machine used by all funds and programs. The postage is charged to the fund or program sending out the mailing.

Account #61058 (Legal Services) covers all City legal fees, except those related to a specific legal conflict that is outside the contracted services or those related to bargaining. Legal expenses were higher than usual this fiscal year because of the following one-time projects and issues:

1) Development Code Amendments; 2) Land Use Cases such as the Silver Place Apartments – LUBA Appeal; 3) Diana Foods claim and DEQ fine; 4) Utility code rewrite; 5) Purchase Code rewrites; 6) Renewal of four 10-year Utility Franchises; 7) Personnel Handbook update; 8) Review of Oregon Garden leases, including the lease of Pettit property; 9) Inspection claim in Building Dept.; 10) Purchase and Sale Agreements for Stumptown property, the Westside reservoir site, and the sale of 3-acres of Pettit property to Moonstone.

Account #61059 (Contracted Services) covers \$850 for bond administration fees, and \$7,960 for the Insurance Agent of Record.

Account #61065 (Emergency Management) provides funds in support of City Council Goal #9. This is an increase of \$5,000 to provide for spending money during an emergency.

Account #62572 (SCAN TV Services) is for SCAN TV contracted services, and Vimeo Pro to host videos of City meetings in support of Council Goal #3.

Account #62573 (Senior Center Services) subsidizes SASI in its operation of the Senior Center for the City of Silverton if they have a shortfall in their operating budget in any quarter.

Account # 81003 (Capital-Replacement) is for SCAN TV capital equipment replacement.

Account #85003 (Capital-New) is for equipment 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 to cover costs for July through November until property taxes are received.

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>GENERAL FUND</u>							
<u>NON-DEPARTMENTAL</u>							
<u>MATERIALS AND SERVICES:</u>							
010-011-61009	LIEN SEARCH FEES	3,580	4,790	5,000	7,500	7,500	7,500
010-011-61011	AUDIT SERVICES	24,970	25,710	27,000	28,900	28,900	28,900
010-011-61012	MUNICIPAL CODE SERVICES	3,610	2,043	2,500	5,000	5,000	5,000
010-011-61016	DUES & MEMBERSHIPS	13,889	14,034	15,600	17,000	17,000	17,000
010-011-61019	INSURANCE	113,961	132,882	156,200	158,500	158,500	158,500
010-011-61024	VEHICLE EXPENSE	79	21	400	0	0	0
010-011-61025	UNEMPLOYMENT CLAIMS	17,062	812	25,000	25,000	25,000	25,000
010-011-61045	EQUIPMENT RENTAL	3,861	3,932	4,600	4,600	4,600	4,600
010-011-61058	LEGAL SERVICES	36,485	43,665	72,000	75,000	75,000	75,000
010-011-61059	CONTRACTED SERVICES	880	9,225	10,250	8,810	8,810	8,810
010-011-61065	EMERGENCY MANAGEMENT	1,795	4,493	5,000	10,000	10,000	10,000
010-011-62530	WELLNESS & RECOGNITION PROGR	2,475	964	2,500	2,500	2,500	2,500
010-011-62572	SCAN TV SERVICES	12,750	6,887	8,725	6,500	6,500	6,500
010-011-62573	SENIOR CENTER SERVICES	50,000	50,000	15,000	10,000	10,000	10,000
	TOTAL MATERIALS AND SERVICES	285,396	299,455	349,775	359,310	359,310	359,310
<u>CAPITAL OUTLAY:</u>							
010-011-81003	CAPITAL - REPLACEMENT	0	0	10,000	13,000	13,000	13,000
010-011-85003	CAPITAL - NEW	0	0	10,000	4,000	4,000	4,000
	TOTAL CAPITAL OUTLAY	0	0	20,000	17,000	17,000	17,000
<u>CONTINGENCY & RESERVES:</u>							
010-011-90001	CONTINGENCY	0	0	1,201,189	1,195,188	1,195,188	1,195,188
010-011-91072	RESERVE - FUTURE EXPENDITURE	0	0	925,818	983,045	983,045	983,045
	TOTAL CONTINGENCY & RESERVES	0	0	2,127,007	2,178,233	2,178,233	2,178,233
<u>TRANSFERS OUT:</u>							
010-011-95050	TRANSFER TO DEBT SERVICE FUND	0	0	114,657	116,564	116,564	116,564
010-011-95061	TRANSFER TO BLDG IMP RSRV	50,000	200,000	200,000	200,000	200,000	200,000
010-011-95062	TRANSFER TO GEN OPERATING FUN	100,000	0	0	100,000	100,000	100,000
010-011-95225	TRANSFER TO CIVIC BLDG PROJECT	0	0	0	400,000	400,000	400,000
010-011-95600	TRANSFER TO FLEET REPLACEMENT	0	0	34,458	34,458	34,458	34,458
010-011-95610	TRANSFER TO MAJOR EQUIP REP	10,000	15,000	29,920	29,920	29,920	29,920
	TOTAL TRANSFERS OUT	160,000	215,000	379,035	880,942	880,942	880,942
	TOTAL NON-DEPARTMENTAL	445,396	514,455	2,875,817	3,435,485	3,435,485	3,435,485

EXPENDITURE BUDGET NARRATIVE
Fiscal Year 2016-2017

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 (Travel, Training & Meetings) provides for training received by the Mayor and Councilors at the League of Oregon Cities annual conference, Mayor's Association Conference and other training.

Account #61016 (Dues & Memberships) provides for the Mayor's Association dues. The current Mayor and Councilors are more active in more organizations, which is why this line item has been increased for next year.

Account #61059 (Contracted Services) provides for the following:

- | | | |
|----|-----------------|---|
| 1. | \$25,000 | Consultant fees relating to City Manager recruitment |
| 2. | 30,000 | Provides for a community survey |
| 3. | <u>25,000</u> | Provide for a financial consultant to update the Long-Range Financial Plan in support of City Council Goal #7 |
| | \$80,000 | Total |

Account #62574 (Community Programs) Community events were consolidated under this line item last year for ease of tracking and managing these expenditures. The breakdown is as follows:

- | | | |
|----|----------------|---|
| 1. | \$2,500 | Silverton Days Fireworks. |
| 2. | 1,800 | Utility Ratepayer Relief for Low Income & Senior Residents. This program began in FY2014-2015, replacing the "Feed the Meter" program. This is the 3 rd year it is budgeted. |
| 3. | 1,600 | Flower Baskets were budgeted in FY2015-2016 under this line item. |
| 4. | 400 | Senior Clean-up Day was budgeted in FY2015-2016 under this line item. |
| 5. | 400 | Holiday wreaths and swags |
| 6. | <u>50</u> | Silverton Together Holiday craft table, moved last year from City Manager Miscellaneous line item |
| | \$6,750 | Total |

Account #71000 (Minor Equipment) is a new line item established for eight (8) City Council Tablets and eight (8) new headsets.

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2016-2017

	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>GENERAL FUND</u>						
<u>CITY COUNCIL</u>						
<u>MATERIALS AND SERVICES:</u>						
010-012-61001	OFFICE SUPPLIES	181	270	250	200	200
010-012-61005	POSTAGE & FREIGHT	200	0	200	200	200
010-012-61015	TRAVEL, TRAINING & MEETINGS	1,044	1,399	7,100	5,000	5,000
010-012-61016	DUES & MEMBERSHIPS	122	125	175	850	850
010-012-61059	CONTRACTED SERVICES	0	0	62,000	70,000	70,000
010-012-62573	MISCELLANEOUS EXPENSE	250	227	250	200	200
010-012-62574	COMMUNITY PROGRAMS	2,196	3,925	6,700	6,750	6,750
010-012-71000	MINOR EQUIPMENT	0	0	0	6,000	6,000
	TOTAL MATERIALS AND SERVICES	3,992	5,945	76,675	89,200	89,200
	TOTAL CITY COUNCIL	3,992	5,945	76,675	89,200	89,200

EXPENDITURE BUDGET NARRATIVE
Fiscal Year 2016-2017

PROGRAM: ADMINISTRATION
DEPARTMENT: CITY MANAGER
FUND: GENERAL

STAFF LEVEL 2017: 2.60 FTE
STAFF LEVEL 2017: 2.60 FTE

Program Description/Mission

The Department of the City Manager (CM) is responsible for providing leadership in the administration and execution of policies, goals and objectives formulated by City Council, and carrying out the day-to-day administration of the City. The CM, in concert with the Mayor and Council members, is also responsible for ensuring effective working relationships with citizens, community groups and other governmental agencies. Included within the Office of the City Manager, are the Administrative Services Director (ASD) and the City Clerk. The ASD is responsible for Human Resources, risk management, emergency management, communications, and special projects. The City Clerk supports the City Manager's office, City Council and all Council appointed committees, administers public records, and serves as the Election Officer and website administrator for the City.

Personnel

<u>Title</u>	<u>2016</u> <u>FTE</u>	<u>2017</u> <u>FTE</u>	<u>FTE</u> <u>Change</u>
City Manager	1.00	1.00	
Administrative Services Director	1.00	1.00	
City Clerk	<u>0.60</u>	<u>0.60</u>	
Total	2.60	2.60	<u>0.00</u>

Budget Comments

Account #61003 (Advertising Expenses) covers advertising expenses for committee vacancies, public notices, and recruitment.

Account # 61059 (Contracted Services) The following items are included in this line item:

1. \$10,000 Four (4) community newsletters *
2. 1,600 Eight (8) quarter-page "City News" *
3. 2,400 'Archive Social' to support Public Records Retention *
4. 200 Shred it
5. 720 Music licenses (ASCAP and SESAC)
6. 150 Employee Driving Records

\$15,070 Total

* In support of Council Goal #3

Account #71000 (Minor Equipment) is for two Tablets.

Account #81003 (Capital-Replacement Equipment) provides for the purchase of one desk top computer to replace one existing computer, which is more than five (5) years old with outdated operating systems. The cost allocation is 60% Administration and 40% Planning.

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>GENERAL FUND</u>							
<u>CITY MANAGEMENT</u>							
<u>PERSONNEL SERVICES:</u>							
010-013-51001	FULL TIME SALARIES	192,152	191,668	212,750	247,036	247,036	247,036
010-013-51003	WORKERS COMP INS	586	603	774	884	884	884
010-013-51004	SOCIAL SECURITY/MEDICARE	14,421	14,584	16,275	18,898	18,898	18,898
010-013-51005	HEALTH INSURANCE	32,227	30,549	37,358	38,845	38,845	38,845
010-013-51006	LIFE/ DISABILITY INS	614	639	854	934	934	934
010-013-51007	PERS RETIREMENT	32,519	28,582	38,838	45,719	45,719	45,719
010-013-51009	OVERTIME SALARIES	0	117	0	0	0	0
	TOTAL PERSONNEL SERVICES	272,520	266,742	306,849	352,316	352,316	352,316
<u>MATERIALS AND SERVICES:</u>							
010-013-61001	OFFICE SUPPLIES	853	1,445	1,250	1,250	1,250	1,250
010-013-61002	PUBLICATIONS	44	23	220	2,200	2,200	2,200
010-013-61003	ADVERTISING EXPENSE	1,014	0	900	900	900	900
010-013-61004	COMMUNICATION EXPENSE	1,359	2,238	3,000	3,000	3,000	3,000
010-013-61005	POSTAGE & FREIGHT	311	175	500	400	400	400
010-013-61015	TRAVEL, TRAINING & MEETINGS	2,435	3,376	5,100	4,000	4,000	4,000
010-013-61016	DUES & MEMBERSHIPS	1,210	1,264	1,550	1,550	1,550	1,550
010-013-61022	EQUIPMENT MAINTENANCE	0	21	250	200	200	200
010-013-61024	VEHICLE EXPENSE	118	36	750	750	750	750
010-013-61030	FUEL EXPENSES	363	368	500	500	500	500
010-013-61045	EQUIPMENT RENTAL	3,730	4,269	4,200	4,500	4,500	4,500
010-013-61059	CONTRACTED SERVICES	10,361	13,991	64,100	15,070	15,070	15,070
010-013-62573	MISCELLANEOUS EXPENSE	215	386	1,000	700	700	700
010-013-71000	MINOR EQUIPMENT	675	233	0	1,800	1,800	1,800
	TOTAL MATERIALS AND SERVICES	22,687	27,823	83,320	36,820	36,820	36,820
<u>CAPITAL OUTLAY:</u>							
010-013-81003	CAPITAL- REPLACEMENT EQUIPMEN	0	2,964	0	600	600	600
	TOTAL CAPITAL OUTLAY	0	2,964	0	600	600	600
<u>TRANSFERS OUT:</u>							
010-013-95050	TRANSFER TO DEBT SERVICE	10,770	11,315	0	0	0	0
010-013-95600	TRANSFER TO FLEET REPLACEMENT	5,000	5,000	0	0	0	0
	TOTAL TRANSFERS OUT	15,770	16,315	0	0	0	0
	TOTAL CITY MANAGEMENT	310,976	313,845	390,169	389,736	389,736	389,736

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>GENERAL FUND</u>							
<u>FINANCE OFFICE</u>							
<u>PERSONNEL SERVICES:</u>							
010-015-51001	FULL TIME SALARIES	177,861	187,868	212,006	221,057	221,057	221,057
010-015-51003	WORKERS COMP INS	569	589	795	811	811	811
010-015-51004	SOCIAL SECURITY/MEDICARE	13,219	13,312	16,255	16,949	16,949	16,949
010-015-51005	HEALTH INSURANCE	35,658	47,064	59,180	65,070	65,070	65,070
010-015-51006	LIFE/ DISABILITY INS	460	460	625	619	619	619
010-015-51007	PERS RETIREMENT	32,460	34,135	42,106	43,907	43,907	43,907
010-015-51009	OVERTIME SALARIES	0	0	481	504	504	504
	TOTAL PERSONNEL SERVICES	260,227	283,429	331,448	348,917	348,917	348,917
<u>MATERIALS AND SERVICES:</u>							
010-015-61001	OFFICE SUPPLIES	2,062	1,666	2,650	2,750	2,750	2,750
010-015-61002	PUBLICATIONS	319	0	300	400	400	400
010-015-61003	ADVERTISING EXPENSE	105	1,140	1,500	1,500	1,500	1,500
010-015-61004	COMMUNICATION EXPENSE	1,397	2,871	2,850	3,800	3,800	3,800
010-015-61005	POSTAGE & FREIGHT	2,557	2,639	3,600	3,600	3,600	3,600
010-015-61015	TRAVEL, TRAINING & MEETINGS	2,299	2,968	3,700	3,700	3,700	3,700
010-015-61016	DUES & MEMBERSHIPS	310	315	380	500	500	500
010-015-61022	EQUIPMENT MAINTENANCE	0	0	600	600	600	600
010-015-61045	EQUIPMENT RENTAL	2,290	3,123	3,500	3,700	3,700	3,700
010-015-61059	CONTRACTED SERVICES	17,379	18,330	21,000	24,000	24,000	24,000
010-015-61075	COLLECTION SERVICES	97	195	500	750	750	750
010-015-61079	BANK & CHARGE CARD FEES	5,537	3,184	4,900	5,300	5,300	5,300
010-015-62573	MISCELLANEOUS EXPENSE	4	28	250	250	250	250
010-015-71000	MINOR EQUIPMENT	3,786	346	600	900	900	900
	TOTAL MATERIALS AND SERVICES	38,141	36,805	46,330	51,750	51,750	51,750
<u>CAPITAL OUTLAY:</u>							
010-015-81003	CAPITAL - REPLACEMENT	1,657	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	1,657	0	0	0	0	0
<u>TRANSFERS OUT:</u>							
010-015-95050	TRANSFER TO DEBT SERVICE	10,556	10,841	0	0	0	0
	TOTAL TRANSFERS OUT	10,556	10,841	0	0	0	0
	TOTAL FINANCE OFFICE	310,580	331,075	377,778	400,667	400,667	400,667

EXPENDITURE BUDGET NARRATIVE
Fiscal Year 2016-2017

PROGRAM: COURT
DEPARTMENT: FINANCE
FUND: GENERAL

STAFF LEVEL 2017: 0.75 FTE
STAFF LEVEL 2016: 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>2016</u> <u>FTE</u>	<u>2017</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 and a portion of the Judges cost to attend a training.
 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>
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	962	146,495
2014-2015	1,074	139,651

General Note

The City Collections includes fines and other court costs assessed by the Municipal Court.

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2016-2017

GENERAL FUND		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>COURT</u>							
<u>PERSONNEL SERVICES:</u>							
010-020-51001	FULL TIME SALARIES	32,340	34,389	36,999	35,802	35,802	35,802
010-020-51003	WORKERS COMP INS	111	122	146	142	142	142
010-020-51004	SOCIAL SECURITY/MEDICARE	2,388	2,631	2,851	2,759	2,759	2,759
010-020-51005	HEALTH INSURANCE	12,023	12,881	14,219	16,596	16,596	16,596
010-020-51006	LIFE/ DISABILITY INS	52	52	56	56	56	56
010-020-51007	PERS RETIREMENT	4,887	5,190	5,471	5,294	5,294	5,294
010-020-51009	OVERTIME SALARIES	0	0	267	258	258	258
	TOTAL PERSONNEL SERVICES	51,801	55,265	60,009	60,907	60,907	60,907
<u>MATERIALS AND SERVICES:</u>							
010-020-61001	OFFICE SUPPLIES	385	236	550	550	550	550
010-020-61002	PUBLICATIONS/ FORMS	70	0	80	100	100	100
010-020-61005	POSTAGE & FREIGHT	568	611	750	900	900	900
010-020-61015	TRAVEL, TRAINING & MEETINGS	0	613	650	1,250	1,250	1,250
010-020-61016	DUES & MEMBERSHIPS	50	50	100	400	400	400
010-020-61059	CONTRACTED SERVICES	3,853	6,043	6,800	7,000	7,000	7,000
010-020-61075	COLLECTION SERVICES	6,938	8,010	7,000	9,000	9,000	9,000
010-020-62573	MISCELLANEOUS EXPENSE	0	122	150	200	200	200
010-020-71000	MINOR EQUIPMENT	26	0	150	450	450	450
	TOTAL MATERIALS AND SERVICES	11,891	15,685	16,230	19,850	19,850	19,850
<u>CAPITAL OUTLAY:</u>							
010-020-81003	CAPITAL - REPLACEMENT	843	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	843	0	0	0	0	0
<u>TRANSFERS OUT:</u>							
010-020-95050	TRANSFER TO DEBT SERVICE	1,818	1,916	0	0	0	0
	TOTAL TRANSFERS OUT	1,818	1,916	0	0	0	0
	TOTAL COURT	66,353	72,866	76,239	80,757	80,757	80,757

EXPENDITURE BUDGET NARRATIVE
Fiscal Year 2016-2017

PROGRAM: POLICE ADMINISTRATION
DEPARTMENT: POLICE
FUND: GENERAL

STAFF LEVEL 2017: 2.62 FTE
STAFF LEVEL 2016: 2.62 FTE

Program Description/Mission

This program includes Police Administration and the Support Services Division of the agency. The primary mission is to provide support to operations personnel and to identify community resources in order to provide line officers and supervisory personnel with the resources they need to perform their duties. The administration of the department works closely with community and other City departments. The administration focus is on partnerships in order to ensure the philosophy of community policing continues to be the vision of the agency. With the resignation of both the Records Clerk and the Administrative Assistant, we used the opportunity to restructure Support Services. We merged the positions of Administrative Assistant and Records Clerk into (1) FTE, who handles administrative functions, records, LEADS representative and is the lead for the Office Specialist 1 (.62 FTE). The Office Specialist 1 assists the Administrative Assistant in accomplishing the support function of the agency and handles the evidence / property tech duties. Support staff is located in the front office to provide customer service to all walk-in traffic or phone calls. The Peer Court Coordinator and Domestic Violence Advocate are independent contractors who work for this division, but are not City employees. All employees and contract personnel in support services work under the direction of the Chief of Police.

Personnel

<u>Title</u>	2016 <u>FTE</u>	2017 <u>FTE</u>	FTE <u>Change</u>
Chief of Police	1.00	1.00	
Administrative Assist/Records	1.00	1.00	
Office Specialist 1	<u>0.62</u>	<u>0.62</u>	
Total	2.62	2.62	<u>0.00</u>

Significant Changes:

There are no significant changes in the budget for Police Administration for the coming fiscal year, other than restructuring of support staff, which is revenue neutral. Challenges continue for the next several years in meeting space and operation needs, which will be resolved with a new police facility.

Accomplishments:

1) A new Domestic Violence (DV) Advocate was selected that is not only trained to handle DV cases but is also trained to address Sexual Exploitation and Child Sex-Trafficking Cases. (2) All identified goals for Fiscal Year (FY) 2015-2016 were achieved. (3) School Resource Officer (SRO) position was funded in partnership with Silver Falls SD. The SRO started working at the schools January 4, 2016 with funding ending on June 30, 2017.

Major Issues to be Resolved in the Next 5 Years: 1) Continued space needs for personnel and equipment. A new police facility process started in 2015. 2) Continue mentoring for replacement of key personnel in department for promotion to administrative, supervisory and specialized positions that may become available. 3) Maintaining training requirements to meet mandates by DPSST for officer and supervisory staff certification levels. 4). Plan to address deficiencies identified in training of department personnel (FY 2015-2016), by increased funding for training in FY 2016-2017.

EXPENDITURE BUDGET NARRATIVE
Fiscal Year 2016-2017

PROGRAM: POLICE OPERATIONS
DEPARTMENT: POLICE
FUND: GENERAL

STAFF LEVEL 2017: 16.00 FTE
STAFF LEVEL 2016: 16.00 FTE

Program Description/Mission

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

Personnel

	2016	2017	FTE
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>Change</u>
Captain	1.00	1.00	
Sergeants	3.00	3.00	
Patrol Officers	9.00	9.00	
Detective	1.00	1.00	
School Resource Officer (SRO)	1.00	1.00	
<u>Traffic Officer</u>	<u>1.00</u>	<u>1.00</u>	
Total	16.00	16.00	0.00

Budget Comments

SRO (1) FTE, became effective in schools on January 2016, in partnership with Silver Falls School District, funded with a split of 75% District / 25% City and is effective until June 30, 2017. Account #61023 provides funds for purchase and replacement of uniforms, and accessories needed to equip personnel. For FY 2016-2017, there is \$2,625 included for new waterproof patrol rain pants to match the jackets purchased last year, and \$2,700 for (3) replacement ballistic vests. Account #61024 is increased \$2,500 to cover higher labor and parts costs for vehicle fleet maintenance since we have spent over 50% of budget at the (6) month review. Account #61030 covers fuel for City owned vehicles, is reduced \$4,000 because the lower fuel costs forecast. Account #61028 covers dispatching services. METCOM Board set a 3% increase in dispatch fees for all users. Account #61059 covers all costs associated with maintenance agreements and contracts, field reporting for these systems, Lexipol Policy Manual and Daily Training Bulletins, and maintenance agreements for the Tasers, Mobile Data Terminals (MDT's). This line item increased for CBA negotiations with the Police Officers Association as the current CBA expires June 30, 2017. Account #81003 'Replacement' includes funds for three (3) X-2 Taser units. Account #85003 'New' includes (1) Ballistic Shield and a (1) Patrol Rifle. A new patrol vehicle, equipment and installation are being funded from the Fleet Replacement Fund. For FY 2016-2017, our request is for one (1) vehicle. We have two 2012 Dodge Chargers scheduled under fleet replacement, but feel we can get another year out of one of the vehicles because of lower mileage and good maintenance record.

Significant Changes

There are no significant changes for the Police Department and we are operating at status quo. There are some small increases in materials and services line items to address operational needs.

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
GENERAL FUND							
POLICE							
PERSONNEL SERVICES:							
010-050-51001	FULL TIME SALARIES	1,016,656	1,093,633	1,222,204	1,261,510	1,261,510	1,261,510
010-050-51002	PART TIME SALARIES	16,906	23,655	25,949	26,691	26,691	26,691
010-050-51003	WORKERS COMP INS	39,929	43,115	55,319	57,422	57,422	57,422
010-050-51004	SOCIAL SECURITY/MEDICARE	82,014	88,773	102,133	105,483	105,483	105,483
010-050-51005	HEALTH INSURANCE	228,752	261,696	315,964	356,755	356,755	356,755
010-050-51006	LIFE/ DISABILITY INS	4,340	4,559	6,056	6,029	6,029	6,029
010-050-51007	PERS RETIREMENT	199,417	214,275	271,142	279,991	279,991	279,991
010-050-51009	OVERTIME SALARIES	60,183	64,884	86,921	90,660	90,660	90,660
	TOTAL PERSONNEL SERVICES	1,648,196	1,794,588	2,085,688	2,184,541	2,184,541	2,184,541
MATERIALS AND SERVICES:							
010-050-61001	OFFICE SUPPLIES	2,905	2,867	3,500	3,500	3,500	3,500
010-050-61002	PUBLICATIONS	294	23	350	350	350	350
010-050-61003	ADVERTISING	0	0	400	400	400	400
010-050-61004	COMMUNICATION EXPENSE	15,383	15,774	17,350	17,950	17,950	17,950
010-050-61005	POSTAGE & FREIGHT	1,643	2,052	2,000	2,000	2,000	2,000
010-050-61015	TRAVEL, TRAINING & MEETINGS	6,898	6,441	11,000	15,500	15,500	15,500
010-050-61016	DUES & MEMBERSHIPS	864	2,189	3,000	2,700	2,700	2,700
010-050-61022	EQUIPMENT MAINTENANCE	808	2,535	2,800	2,500	2,500	2,500
010-050-61023	UNIFORM EXPENSE	10,165	8,554	16,500	14,500	14,500	14,500
010-050-61024	VEHICLE EXPENSE	13,799	16,985	20,000	22,500	22,500	22,500
010-050-61025	RAIN SERVICE/MEMBERSHIP	1,811	1,874	1,926	2,140	2,140	2,140
010-050-61026	RADIO MAINTENANCE	12,099	0	2,000	1,500	1,500	1,500
010-050-61028	DISPATCHING SERVICES	147,424	151,538	162,980	167,890	167,890	167,890
010-050-61029	POLICE SUPPLIES	5,843	6,559	5,900	7,900	7,900	7,900
010-050-61030	FUEL EXPENSES	32,022	31,772	38,000	34,000	34,000	34,000
010-050-61045	EQUIPMENT RENTAL	4,838	5,355	7,500	7,500	7,500	7,500
010-050-61050	VEHICLE LEASE PAYMENTS	1,356	1,247	5,000	5,000	5,000	5,000
010-050-61059	CONTRACTED SERVICES	88,561	44,959	52,765	55,780	55,780	55,780
010-050-61060	HIRING EXPENSES	4,075	1,623	2,600	2,500	2,500	2,500
010-050-61069	TOWING EXPENSE	545	130	800	800	800	800
010-050-61086	COMPUTER SERVICES	0	1,017	1,500	1,500	1,500	1,500
010-050-62503	CRIME PREV/COMMUNITY POLICING	191	904	1,600	1,400	1,400	1,400
010-050-62515	STOP VIOLENCE PROGRAM	3,600	3,600	3,600	7,200	7,200	7,200
010-050-62520	PEER COURT SERVICES	18,000	18,021	18,000	18,900	18,900	18,900
010-050-62522	RESERVE OFFICER EXPENSES	0	0	0	0	1,650	1,650
010-050-62570	DRUG CONTROL ENFORCEMENT	69	0	2,000	2,000	2,000	2,000
010-050-62573	MISCELLANEOUS EXPENSE	1,118	1,245	1,200	1,200	1,200	1,200
010-050-71002	OFFICE EQUIPMENT	34	832	1,600	1,600	1,600	1,600
010-050-71003	MINOR EQUIPMENT	548	5,166	1,500	1,500	1,500	1,500
010-050-71004	COMMUNICATION EQUIPMENT	0	0	1,650	1,500	1,500	1,500
010-050-71009	SOFTWARE	100	1,573	400	500	500	500
010-050-71070	DRUG ENFORCEMENT EQUIPMENT	1,184	213	500	500	500	500
	TOTAL MATERIALS AND SERVICES	376,177	335,047	389,921	404,710	406,360	406,360
CAPITAL OUTLAY:							
010-050-81003	CAPITAL - REPLACEMENT	7,451	15,497	18,397	4,724	4,724	4,724
010-050-85003	CAPITAL - NEW	1,075	0	1,487	3,760	3,760	3,760
	TOTAL CAPITAL OUTLAY	8,526	15,497	19,884	8,484	8,484	8,484
TRANSFERS OUT:							
010-050-95050	TRANSFER TO DEBT SERVICE	67,569	68,193	0	0	0	0
010-050-95600	TRANSFER TO FLEET REPLACEMENT	24,855	24,855	0	0	0	0
	TOTAL TRANSFERS OUT	92,424	93,048	0	0	0	0
	TOTAL POLICE	2,125,323	2,238,181	2,495,493	2,597,735	2,599,385	2,599,385



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EXPENDITURE BUDGET NARRATIVE
Fiscal Year 2016-2017

PROGRAM:	COMMUNITY SERVICE OFFICER	STAFF LEVEL 2017: 0.76 FTE
DEPARTMENT:	POLICE	STAFF LEVEL 2016: 0.76 FTE
FUND:	GENERAL	

Program Description/Mission

For fiscal year (FY) 2016-2017, the Community Service Officer (CSO) program will consist of one (1) 25 hour a week parking and code enforcement position. The work hours are divided between parking and code enforcement. Investigations into violations of the Silverton Municipal Code handled via a complaint basis model. Compliance in the downtown parking district including meter revenue continues to be high with good vehicle turnover in the two-hour zones. The parking function is responsible for enforcement of all Truck Loading Zones, Parking Meter Violations, Time Zone Violations, Permit Parking (at City owned parking lots) and other parking violations such as over-space vehicles, yellow zone violations or handicapped parking violations. Police officers and the CSO handle and enforce parking violations at the Silverton Reservoir Marine Park. The CSO works under the direction of the Police Captain. The CSO issues parking citations and code violation summons to citizens and testifies at court. Collection of the fines and notices to violators is a function of the Court Clerk and Finance Department. The CSO also places the wheel immobilization device on vehicles that have unpaid parking fines. This program continues to employ a part time meter repairperson who works only those hours needed to repair broken or non-functioning meters and empty coin from parking meters.

Personnel

<u>Title</u>	<u>2016</u>	<u>2017</u>	<u>FTE</u>
	<u>FTE</u>	<u>FTE</u>	<u>Change</u>
Community Service Officer	0.62	0.62	
Parking Meter Repairman	<u>0.14</u>	<u>0.14</u>	
Total	0.76	0.76	0.00

Budget Comments

This budget includes pro-rated benefits for the CSO and expenditures for postage and miscellaneous expenses associated with the CSO program. At present time there are only (12 -15) penny meters operational and in service. This budget proposal includes the purchase of additional replacement meters and meter parts. Account # 010-100-61059 will continue with the \$14,000 for costs associated with abatement and prosecution of nuisances or problem properties.

Major Issues to be Resolved in the Next 5 Years

The Parking Program needs a review of revenue efficiencies and operational costs. Current parking fines are \$5.00 each and meter fees have remained constant for approximately 20 years. The fines collected for violations and revenues collected from the parking meters need to be increased to better fund the operating costs of this program (personnel and materials). It is also recommended that we update and standardize parking meter fees at an equal rate (example: 25 cents per hr.) for all parking meters. There are technology updates such as a hand-held computer to track, record and electronically ticket vehicles. Prior to implementation, there needs to be a commitment to modernize the program and work on replacing old, outdated, worn-out and deteriorating meters.

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>GENERAL FUND</u>							
<u>COMMUNITY SERVICE OFFICER</u>							
<u>PERSONNEL SERVICES:</u>							
010-100-51002	PART TIME SALARIES	12,084	21,259	28,409	30,941	30,941	30,941
010-100-51003	WORKERS COMP INS	475	801	1,262	1,371	1,371	1,371
010-100-51004	SOCIAL SECURITY/MEDICARE	924	1,464	2,173	2,367	2,367	2,367
010-100-51005	HEALTH INSURANCE	0	4,077	4,488	4,985	4,985	4,985
010-100-51006	LIFE/ DISABILITY INS	0	70	86	86	86	86
010-100-51007	PERS RETIREMENT	800	2,626	3,668	4,030	4,030	4,030
TOTAL PERSONNEL SERVICES		14,285	30,297	40,086	43,780	43,780	43,780
<u>MATERIALS AND SERVICES:</u>							
010-100-61001	OFFICE SUPPLIES	345	265	500	500	500	500
010-100-61004	COMMUNICATION EXPENSE	0	449	250	250	250	250
010-100-61005	POSTAGE & FREIGHT	0	59	125	125	125	125
010-100-61023	UNIFORM EXPENSE	394	0	500	500	500	500
010-100-61027	PARKING METER SUPPLIES	455	419	850	850	850	850
010-100-61029	MISCELLANEOUS SUPPLIES	3	11	300	300	300	300
010-100-61030	FUEL EXPENSES	0	248	500	0	0	0
010-100-61059	CONTRACTED SERVICES	140	60	16,000	14,000	14,000	14,000
010-100-62574	COMMUNITY PROGRAMS	1,769	0	0	0	0	0
010-100-71000	MINOR EQUIPMENT	0	150	300	300	300	300
010-100-71020	PARKING METERS	0	796	3,500	3,500	3,500	3,500
TOTAL MATERIALS AND SERVICES		3,105	2,457	22,825	20,325	20,325	20,325
<u>TRANSFERS OUT:</u>							
010-100-95050	TRANSFER TO DEBT SERVICE	296	1,781	0	0	0	0
TOTAL TRANSFERS OUT		296	1,781	0	0	0	0
TOTAL COMMUNITY SERVICE OFFICE		17,685	34,536	62,911	64,105	64,105	64,105

EXPENDITURE BUDGET NARRATIVE
Fiscal Year 2016-2017

PROGRAM: PLANNING
DEPARTMENT: COMMUNITY DEVELOPMENT
FUND: GENERAL

STAFF LEVEL 2017: 1.60 FTE
STAFF LEVEL 2016: 2.15 FTE

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>2016</u> <u>FTE</u>	<u>2017</u> <u>FTE</u>	<u>FTE</u> <u>Change</u>
Community Development Director	1.00	1.00	
Admin Assistant/ City Clerk	0.40	0.40	
Permit Technician	<u>0.75</u>	<u>0.20</u>	
Total	2.15	1.60	<u>(0.55)</u>

Budget Comments

Account #61059 reflects consultant's costs for planning assistance should the years' workload increase beyond the capacity of the current staffing level. 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 2016-2017 include reviewing the increasing amount on land use applications and a TSP update.

Accomplishments

During the past year, 31 land use applications were processed, about twice as many as the previous year. Major planning efforts included Development Code amendments to address marijuana, create a council call up provision, regulate the amount of stories in the residential district and update the General Commercial District Design Standards. Additional efforts included downtown tree trimming, Tourism Promotion Grants, downtown pedestrian and bicycle improvements, updating the Urban Renewal Program, and working with businesses for Urban Renewal Grants.

Major Issues to be Resolved in the Next 5 Years

Issues expected to be addressed over the next 5 years include working with Council on implementing the adopted Council Goals and working to implement the new vision and strategic plan and Transportation System Plan (TSP) update.

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
GENERAL FUND							
PLANNING							
PERSONNEL SERVICES:							
010-151-51001	FULL TIME SALARIES	131,063	136,219	133,735	114,692	114,692	114,692
010-151-51003	WORKERS COMP INS	440	449	504	424	424	424
010-151-51004	SOCIAL SECURITY/MEDICARE	9,944	10,376	10,231	8,774	8,774	8,774
010-151-51005	HEALTH INSURANCE	27,369	28,602	27,192	20,087	20,087	20,087
010-151-51006	LIFE/ DISABILITY INS	485	419	447	412	412	412
010-151-51007	PERS RETIREMENT	21,393	22,213	21,997	17,477	17,477	17,477
010-151-51009	OVERTIME SALARIES	0	176	0	0	0	0
TOTAL PERSONNEL SERVICES		190,692	198,453	194,106	161,866	161,866	161,866
MATERIALS AND SERVICES:							
010-151-61001	OFFICE SUPPLIES	503	614	1,000	1,000	1,000	1,000
010-151-61003	ADVERTISING EXPENSE	1,644	1,916	1,700	2,000	2,000	2,000
010-151-61004	COMMUNICATION EXPENSE	1,861	2,020	2,300	2,100	2,100	2,100
010-151-61005	POSTAGE & FREIGHT	2,329	1,323	1,000	1,300	1,300	1,300
010-151-61015	TRAVEL, TRAINING & MEETINGS	719	557	1,200	1,200	1,200	1,200
010-151-61016	DUES & MEMBERSHIPS	1,560	1,370	1,600	1,600	1,600	1,600
010-151-61022	EQUIPMENT MAINTENANCE	0	370	0	0	0	0
010-151-61024	VEHICLE EXPENSE	0	212	200	250	250	250
010-151-61030	FUEL EXPENSES	232	272	300	800	800	800
010-151-61045	EQUIPMENT RENTAL	1,632	1,875	2,000	2,000	2,000	2,000
010-151-61059	CONTRACTED SERVICES	894	1,399	3,000	3,000	3,000	3,000
010-151-62573	MISCELLANEOUS EXPENSE	312	12	200	200	200	200
010-151-71000	MINOR EQUIPMENT	30	0	300	500	500	500
010-151-71009	SOFTWARE	0	0	300	300	300	300
TOTAL MATERIALS AND SERVICES		11,715	11,940	15,100	16,250	16,250	16,250
TRANSFERS OUT:							
010-151-95050	TRANSFER TO DEBT SERVICE	7,364	7,543	0	0	0	0
010-151-95600	TRANSFER TO FLEET REPLACEMENT	1,653	1,653	0	0	0	0
TOTAL TRANSFERS OUT		9,017	9,196	0	0	0	0
TOTAL PLANNING		211,425	219,589	209,206	178,116	178,116	178,116

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
GENERAL FUND							
PLANNING GRANTS							
MATERIALS AND SERVICES:							
010-152-61065	CLG PLANNING GRANT	6,320	678	13,000	7,000	7,000	7,000
TOTAL MATERIALS AND SERVICES		6,320	678	13,000	7,000	7,000	7,000
TOTAL PLANNING GRANTS		6,320	678	13,000	7,000	7,000	7,000

EXPENDITURE BUDGET NARRATIVE
Fiscal Year 2016-2017

PROGRAM:	FACILITIES MAINTENANCE	STAFF LEVEL 2017: 0.89 FTE
DEPARTMENT:	PUBLIC WORKS	STAFF LEVEL 2016: 0.89 FTE
FUND:	GENERAL	

Program Description/Mission

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

Personnel

<u>Title</u>	<u>2016</u> <u>FTE</u>	<u>2017</u> <u>FTE</u>	<u>FTE</u> <u>Change</u>
Maintenance Division Supervisor	0.04	0.04	
Building & Parks Maintenance Worker	0.75	0.75	
Parks Worker II	0.10	0.10	
Total	0.89	0.89	0.00

Budget Comments

Account #61022 decreased to match historical expenses.
 Account #61024 decreased to match historical expenses.
 Account #61008 includes HVAC services \$2,000, electrical services \$1,500, boiler services and permits \$4,000, and grounds and building maintenance for all facilities \$12,500.
 Account #61059 includes funds for annual fire extinguisher testing and servicing \$500, annual fire system testing for City Hall and 5 year testing for Senior Center \$4,600, elevator services contract \$1,060, security alarm contract \$314, and, fleet management work order system, employee hearing test, new Civic Building site assessment \$20,000 and additional contracted services as-needed \$3,526.

Accomplishments

Established updated facilities maintenance program.

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>GENERAL FUND</u>							
<u>FACILITIES MAINTENANCE</u>							
<u>PERSONNEL SERVICES:</u>							
010-190-51001	FULL TIME SALARIES	29,456	28,528	35,981	36,696	36,696	36,696
010-190-51003	WORKERS COMP INS	1,151	1,038	1,623	1,655	1,655	1,655
010-190-51004	SOCIAL SECURITY/MEDICARE	2,281	2,194	2,795	2,850	2,850	2,850
010-190-51005	HEALTH INSURANCE	8,733	9,014	12,339	13,090	13,090	13,090
010-190-51006	LIFE/ DISABILITY INS	138	134	191	193	193	193
010-190-51007	PERS RETIREMENT	687	305	7,815	7,969	7,969	7,969
010-190-51009	OVERTIME SALARIES	427	273	300	557	557	557
	TOTAL PERSONNEL SERVICES	42,871	41,485	61,044	63,010	63,010	63,010
<u>MATERIALS AND SERVICES:</u>							
010-190-61001	OFFICE SUPPLIES	44	41	100	100	100	100
010-190-61003	ADVERTISING EXPENSE	0	122	200	150	150	150
010-190-61004	COMMUNICATION EXPENSE	3,994	1,085	4,800	4,000	4,000	4,000
010-190-61006	GAS/ELECTRIC EXPENSE	30,535	30,715	30,000	30,500	30,500	30,500
010-190-61007	STREET LIGHTING ENERGY	120,852	123,499	128,000	129,000	129,000	129,000
010-190-61008	BUILDING/ GROUNDS MAINTENANCE	8,109	6,247	16,000	20,000	20,000	20,000
010-190-61015	TRAVEL, TRAINING & MEETINGS	390	0	300	300	300	300
010-190-61022	EQUIPMENT MAINTENANCE	1,222	50	1,000	500	500	500
010-190-61024	VEHICLE EXPENSE	23	46	1,200	500	500	500
010-190-61030	FUEL EXPENSES	774	670	1,000	1,000	1,000	1,000
010-190-61032	JANITORIAL SUPPLIES	2,250	2,739	3,200	3,000	3,000	3,000
010-190-61042	SAFETY EQP/ PROT CLTHNG	50	0	150	300	300	300
010-190-61059	CONTRACTED SERVICES	4,929	16,199	60,000	30,000	30,000	30,000
010-190-62573	MISCELLANEOUS EXPENSE	290	0	100	100	100	100
010-190-71000	MINOR EQUIPMENT	39	18	300	800	800	800
	TOTAL MATERIALS AND SERVICES	173,501	181,431	246,350	220,250	220,250	220,250
<u>CAPITAL OUTLAY:</u>							
010-190-81001	CAPITAL- BUILDING IMPROVEMENTS	37,282	25,482	0	0	0	0
010-190-81003	CAPITAL - REPLACEMENT	16,797	0	1,700	0	0	0
010-190-85003	CAPITAL - NEW	1,379	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	55,458	25,482	1,700	0	0	0
<u>TRANSFERS OUT:</u>							
010-190-95050	TRANSFER TO DEBT SERVICE	1,651	1,911	0	0	0	0
010-190-95600	TRANSFER TO FLEET REPLCMNT	1,667	2,000	0	0	0	0
010-190-95610	TRANSFER TO EQUIPMENT REPLC	43,000	10,000	0	0	0	0
	TOTAL TRANSFERS OUT	46,318	13,911	0	0	0	0
	TOTAL FACILITIES MAINTENANCE	318,149	262,308	309,094	283,260	283,260	283,260

EXPENDITURE BUDGET NARRATIVE
Fiscal Year 2016-2017

PROGRAM:	PARKS AND RECREATION	STAFF LEVEL 2017: 1.96 FTE
DEPARTMENT:	PUBLIC WORKS	STAFF LEVEL 2016: 1.96 FTE
FUND:	GENERAL	

Program Description/Mission

This program provides for all operations and maintenance of the City's parks and recreation programs, as well as the personnel costs related to pool maintenance and operations. In addition, certain expenses or services are provided to the Country Museum and Chamber of Commerce.

Personnel

<u>Title</u>	<u>2016</u> <u>FTE</u>	<u>2017</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	0.12	0.12	
Utility Worker II	0.04	0.04	
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	1.96	1.96	<u>0.00</u>

Budget Comments

Account #61034 includes bark and engineered wood fiber for under the playground equipment.
 Account #61043 includes Oregon Garden park property equipment rental for vegetation management \$2,000, tree canopy work for Coolidge-McClaine Park \$5,000 and remainder of \$8,200 for normal building and grounds maintenance.
 Account #61059 includes annual fire extinguisher service \$50, Iworq management system \$600, parks and recreation task force consultant \$20,000 and contracted service needs \$14,350.
 Account #61065 includes costs to for payment kiosk \$1,500, and maintenance \$3,500.
 Account #85003 includes lawn vacuum attachment for parks mower \$4,400.

Accomplishments

Pedestrian footbridge hand railing replaced and new trash receptacles installed at Coolidge McClaine Park.

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2016-2017

GENERAL FUND		2013-2014	2014-2015	2015-2016	2016-2017	2016-2017	2016-2017
		FISCAL	FISCAL	FISCAL	CITY MNGR	BDGT COMM	COUNCIL
		ACTUAL	ACTUAL	BUDGET	PROPOSED	APPROVED	ADOPTED
PARKS & RECREATION							
PERSONNEL SERVICES:							
010-225-51001	FULL TIME SALARIES	61,096	64,606	70,578	69,856	69,856	69,856
010-225-51002	PART TIME SALARIES	7,025	6,035	10,808	10,808	10,808	10,808
010-225-51003	WORKERS COMP INS	2,948	2,917	4,158	3,962	3,962	3,962
010-225-51004	SOCIAL SECURITY/MEDICARE	5,213	5,369	6,367	6,309	6,309	6,309
010-225-51005	HEALTH INSURANCE	23,244	23,235	26,757	23,671	23,671	23,671
010-225-51006	LIFE/ DISABILITY INS	347	312	366	353	353	353
010-225-51007	PERS RETIREMENT	8,626	8,891	16,019	15,848	15,848	15,848
010-225-51009	OVERTIME SALARIES	1,360	478	1,221	1,810	1,810	1,810
TOTAL PERSONNEL SERVICES		109,859	111,841	136,274	132,617	132,617	132,617
MATERIALS AND SERVICES:							
010-225-61001	OFFICE SUPPLIES	94	15	100	100	100	100
010-225-61003	ADVERTISING EXPENSE	0	102	0	0	0	0
010-225-61004	COMMUNICATION EXPENSE	2,254	1,857	2,525	2,150	2,150	2,150
010-225-61006	GAS/ELECTRIC EXPENSE	3,487	3,276	4,000	3,800	3,800	3,800
010-225-61015	TRAVEL, TRAINING & MEETINGS	595	18	100	200	200	200
010-225-61022	EQUIPMENT MAINTENANCE	863	1,168	1,500	1,500	1,500	1,500
010-225-61024	VEHICLE EXPENSE	651	386	1,400	1,000	1,000	1,000
010-225-61030	FUEL EXPENSES	2,530	2,041	3,700	3,500	3,500	3,500
010-225-61032	JANITORIAL SUPPLIES	2,292	1,869	3,000	2,500	2,500	2,500
010-225-61034	LANDSCAPE SUPPLIES	2,930	474	4,000	4,000	4,000	4,000
010-225-61042	SAFETY EQP/ PROT CLTHNG	844	741	1,000	1,200	1,200	1,200
010-225-61043	BUILDING/ GROUNDS MAINTENANCE	6,528	3,638	13,200	15,200	15,200	15,200
010-225-61044	SMALL TOOLS	84	32	300	300	300	300
010-225-61059	CONTRACTED SERVICES	10,700	10,341	30,000	35,000	35,000	35,000
010-225-61060	INTERGOVERNMENTAL-SCHOOL FIE	20,000	20,000	20,000	20,000	20,000	20,000
010-225-61065	MARINE PARK EXPENSES	3,664	1,862	3,500	5,000	5,000	5,000
010-225-62537	MUSEUM/DEPOT EXPENSES	3,370	2,102	2,500	2,000	2,000	2,000
010-225-62573	MISCELLANEOUS EXPENSE	60	107	200	200	200	200
010-225-71000	MINOR EQUIPMENT	736	547	1,000	1,000	1,000	1,000
TOTAL MATERIALS AND SERVICES		61,683	50,574	92,025	98,650	98,650	98,650
CAPITAL OUTLAY:							
010-225-81003	CAPITAL- REPLACEMENT EQUIPMEN	14,395	4,203	0	0	0	0
010-225-85001	PARKS IMPROVEMENT	7,350	0	0	0	0	0
010-225-85003	CAPITAL - NEW EQUIPMENT	1,479	0	11,950	4,400	4,400	4,400
TOTAL CAPITAL OUTLAY		23,223	4,203	11,950	4,400	4,400	4,400
TRANSFERS OUT:							
010-225-95050	TRANSFER TO DEBT SERVICE	4,159	5,384	0	0	0	0
010-225-95600	TRANSFER TO FLEET REPLCMNT	1,600	950	0	0	0	0
010-225-95610	TRANSFER TO MAJOR EQUIP REP	1,733	4,920	0	0	0	0
TOTAL TRANSFERS OUT		7,492	11,254	0	0	0	0
TOTAL PARKS & RECREATION		202,257	177,872	240,249	235,667	235,667	235,667

EXPENDITURE BUDGET NARRATIVE
Fiscal Year 2016-2017

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 #61057 provides for continued contract services with Woodburn IT. The line item is new and is increased to reflect more reliance on Woodburn IT for day-to-day desktop level help. Account #61059 provides for ongoing subscription services needed for various elements of software support, including, email network, firewall and related internet filter services, and GIS map webhosting.

Accomplishments

During the past year the City implemented an image based backup system that allows a significantly faster system restore.

Major Issues to be Resolved in the Next 5 Years

Continue to maintain network security and uptime to facilitate efficient workflow.

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>GENERAL FUND</u>							
<u>COMPUTER SERVICES</u>							
<u>MATERIALS AND SERVICES:</u>							
010-300-61057	IT SERVICES	0	0	0	20,000	20,000	20,000
010-300-61059	CONTRACTED SERVICES	36,849	41,025	57,705	35,239	35,239	35,239
010-300-71000	MINOR EQUIPMENT	391	0	1,000	1,000	1,000	1,000
010-300-71009	SOFTWARE	6,950	6,600	10,000	7,000	7,000	7,000
	TOTAL MATERIALS AND SERVICES	44,190	47,625	68,705	63,239	63,239	63,239
<u>CAPITAL OUTLAY:</u>							
010-300-81003	CAPITAL - REPLACEMENT EQUIP	8,221	0	0	0	0	0
010-300-85003	CAPITAL - NEW EQUIPMENT	0	0	1,950	0	0	0
	TOTAL CAPITAL OUTLAY	8,221	0	1,950	0	0	0
	TOTAL COMPUTER SERVICES	52,411	47,625	70,655	63,239	63,239	63,239
	TOTAL FUND EXPENDITURES	4,072,111	4,219,785	7,198,936	7,826,617	7,826,617	7,826,617

BUDGET NARRATIVE
Fiscal Year 2016-2017

FUND: ELECTRICAL INSPECTIONS

STAFF LEVEL 2017: 0.05 FTE
STAFF LEVEL 2016: 0.05 FTE

Program Description/Mission

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

Personnel

<u>Title</u>	<u>2016</u> <u>FTE</u>	<u>2017</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. They are paid 80% of the electrical permit revenue.

Significant Changes

The Electrical Inspection Fund is expected to maintain revenue due to the sustained 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 plan review and inspection services to Marion County Building Department.

CITY OF SILVERTON

REVENUES

FISCAL YEAR 2016-2017

	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
ELECTRICAL INSPECTIONS FUND						
FEES AND PERMITS						
011-000-42106 PLAN REVIEW FEES	0	329	0	0	0	0
011-000-42118 ELECTRICAL PERMITS	23,241	30,683	25,000	31,000	31,000	31,000
TOTAL FEES AND PERMITS	23,241	31,013	25,000	31,000	31,000	31,000
MISCELLANEOUS REVENUE						
011-000-45002 INTEREST EARNED	84	70	50	50	50	50
TOTAL MISCELLANEOUS REVENUE	84	70	50	50	50	50
BEGINNING FUND BALANCE						
011-000-49090 BEGINNING FUND BALANCE	15,612	14,091	8,993	5,533	5,533	5,533
TOTAL BEGINNING FUND BALANCE	15,612	14,091	8,993	5,533	5,533	5,533
TOTAL FUND REVENUE	38,937	45,173	34,043	36,583	36,583	36,583

CITY OF SILVERTON

EXPENDITURES

FISCAL YEAR 2016-2017

	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
ELECTRICAL INSPECTIONS FUND						
OPERATIONS						
PERSONNEL SERVICES:						
011-141-51001 FULL TIME SALARIES	1,533	2,084	2,349	2,387	2,387	2,387
011-141-51003 WORKERS COMP INS	5	7	9	9	9	9
011-141-51004 SOCIAL SECURITY/MEDICARE	115	158	180	183	183	183
011-141-51005 HEALTH INSURANCE	442	621	746	816	816	816
011-141-51006 LIFE/ DISABILITY INS	2	3	4	4	4	4
011-141-51007 PERS RETIREMENT	298	407	502	511	511	511
TOTAL PERSONNEL SERVICES	2,396	3,280	3,790	3,910	3,910	3,910
MATERIALS AND SERVICES:						
011-141-61001 OFFICE SUPPLIES	100	157	100	100	100	100
011-141-61059 CONTRACTED SERVICES	15,384	24,876	29,974	24,800	24,800	24,800
011-141-61079 BANK & CHARGE CARD FEES	6	19	50	50	50	50
TOTAL MATERIALS AND SERVICES	15,490	25,052	30,124	24,950	24,950	24,950
CONTINGENCY & RESERVES:						
011-141-90001 CONTINGENCY	0	0	0	1,252	1,252	1,252
TOTAL CONTINGENCY & RESERVES	0	0	0	1,252	1,252	1,252
TRANSFERS OUT:						
011-141-95001 TRANSFER TO GENERAL FUND	6,836	6,922	0	6,342	6,342	6,342
011-141-95050 TRANSFER TO DEBT SERVICE	125	127	129	129	129	129
TOTAL TRANSFERS OUT	6,961	7,049	129	6,471	6,471	6,471
TOTAL OPERATIONS	24,847	35,381	34,043	36,583	36,583	36,583
TOTAL FUND EXPENDITURES	24,847	35,381	34,043	36,583	36,583	36,583

BUDGET NARRATIVE
Fiscal Year 2016-2017

FUND: BUILDING OPERATIONS

STAFF LEVEL 2017: 1.75 FTE
STAFF LEVEL 2016: 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>	<u>2016</u> <u>FTE</u>	<u>2017</u> <u>FTE</u>	<u>FTE</u> <u>Change</u>
Building Official	1.00	1.00	
Permit Technician	0.20	0.75	
Total	1.20	1.75	0.55

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 2016-2017 fiscal year. Account #61059 covers the cost of Marion County or Woodburn to provide inspection services when the Building Official be unable to conduct inspections or plan review due to workload or absence.

Significant Changes

The amount of new construction has increased to above average levels. Both residential and commercial construction has increased thereby increasing the workload on staff. However, the amount of shovel ready residential lots is declining and may affect the amount of permits issued. As of March 2016, there are 77 shovel ready lots in Silverton. Of this, 31 are located on slopes and two are located within the Flood Plain, both constraints on development. There are 44 relatively flat lots, reducing complications for development. Two subdivisions under construction will add 48 shovel ready lots to Silverton.

Accomplishments

During 2015, Building Operations reviewed plans and issued 633 building permits, including 61 new single-family residences, 64 structural, 147 electrical, 140 mechanical, and 205 plumbing permits. The division conducted approximately 136 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 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
BUILDING OPERATIONS FUND							
FEES AND PERMITS							
012-000-42104	BUILDING PERMITS	89,490	132,669	51,380	52,000	52,000	52,000
012-000-42105	PLUMBING PERMITS	27,529	30,411	16,000	16,000	16,000	16,000
012-000-42106	PLAN REVIEW FEES	59,291	90,053	32,000	32,000	32,000	32,000
012-000-42116	MECHANICAL PERMITS	13,541	14,376	10,400	10,400	10,400	10,400
	TOTAL FEES AND PERMITS	189,851	267,509	109,780	110,400	110,400	110,400
MISCELLANEOUS REVENUE							
012-000-45002	INTEREST EARNED	179	545	296	1,000	1,000	1,000
012-000-45019	MISCELLANEOUS REVENUE	7	0	0	0	0	0
	TOTAL MISCELLANEOUS REVENUE	186	545	296	1,000	1,000	1,000
BEGINNING FUND BALANCE							
012-000-49090	BEGINNING FUND BAL - BUILDING	3,632	59,351	70,035	247,639	247,639	247,639
	TOTAL BEGINNING FUND BALANCE	3,632	59,351	70,035	247,639	247,639	247,639
	TOTAL FUND REVENUE	193,669	327,404	180,111	359,039	359,039	359,039

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
BUILDING OPERATIONS FUND							
BUILDING OPERATIONS							
PERSONNEL SERVICES:							
012-140-51001	FULL TIME SALARIES	6,772	75,946	85,919	113,559	113,559	113,559
012-140-51003	WORKERS COMP INS	23	1,274	1,655	1,785	1,785	1,785
012-140-51004	SOCIAL SECURITY/MEDICARE	509	5,649	6,573	8,687	8,687	8,687
012-140-51005	HEALTH INSURANCE	1,950	19,000	23,183	34,375	34,375	34,375
012-140-51006	LIFE/ DISABILITY INS	10	307	360	394	394	394
012-140-51007	PERS RETIREMENT	1,316	14,818	18,378	24,290	24,290	24,290
TOTAL PERSONNEL SERVICES		10,581	116,994	136,068	183,090	183,090	183,090
MATERIALS AND SERVICES:							
012-140-61001	OFFICE SUPPLIES	449	462	300	350	350	350
012-140-61003	ADVERTISING EXPENSE	343	0	200	100	100	100
012-140-61004	COMMUNICATION EXPENSE	431	1,477	1,000	1,400	1,400	1,400
012-140-61005	POSTAGE & FREIGHT	6	24	50	50	50	50
012-140-61015	TRAVEL, TRAINING & MEETINGS	0	125	500	500	500	500
012-140-61016	DUES & MEMBERSHIPS	140	325	350	350	350	350
012-140-61024	VEHICLE EXPENSE	0	76	300	300	300	300
012-140-61030	FUEL EXPENSES	0	592	450	550	550	550
012-140-61045	EQUIPMENT RENTAL	167	173	350	350	350	350
012-140-61059	CONTRACTED SERVICES	121,800	2,410	3,000	8,000	8,000	8,000
012-140-61079	BANK & CHARGE CARD FEES	26	45	100	100	100	100
012-140-61098	REFERENCE LIBRARY	0	232	500	250	250	250
012-140-71000	MINOR EQUIPMENT	0	0	100	250	250	250
TOTAL MATERIALS AND SERVICES		123,361	5,942	7,200	12,550	12,550	12,550
CAPITAL OUTLAY:							
012-140-81003	CAPITAL - REPLACEMENT	0	0	0	1,500	1,500	1,500
TOTAL CAPITAL OUTLAY		0	0	0	1,500	1,500	1,500
CONTINGENCY & RESERVES:							
012-140-90001	CONTINGENCY	0	0	14,181	41,241	41,241	41,241
012-140-91072	RESERVE - FUTURE EXPENDITURE	0	0	0	91,545	91,545	91,545
TOTAL CONTINGENCY & RESERVES		0	0	14,181	132,786	132,786	132,786
TRANSFERS OUT:							
012-140-95001	TRANSFER TO GENERAL FUND	0	9,893	13,290	18,325	18,325	18,325
012-140-95050	TRANSFER TO DEBT SERVICE	376	508	4,713	6,129	6,129	6,129
012-140-95600	TRANSFER TO FLEET REPLCMNT	0	0	4,659	4,659	4,659	4,659
TOTAL TRANSFERS OUT		376	10,401	22,662	29,113	29,113	29,113
TOTAL BUILDING OPERATIONS		134,318	133,336	180,111	359,039	359,039	359,039
TOTAL FUND EXPENDITURES		134,318	133,336	180,111	359,039	359,039	359,039



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REVENUE BUDGET NARRATIVE
Fiscal Year 2016-2017

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 <u>2011-2012</u>	Fiscal <u>2012-2013</u>	Fiscal <u>2013-2014</u>	Fiscal <u>2014-2015</u>
General Population	4,895	3,996	1,588	1,985
Youth	932	775	662	401
Elderly & Disabled	<u>7,549</u>	<u>8,206</u>	<u>6,659</u>	<u>6,932</u>
Total Rides	13,376	12,977	8,909	9,318

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 2016-2017

	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED		
<u>TRANSPORTATION FUND</u>								
<u>INTERGOVERNMENTAL</u>								
013-000-43054		ODOT TRANSIT GRANT	46,147	54,553	70,000	60,000	60,000	60,000
013-000-43055		SALEM AREA TRANSIT GRANTS	12,285	19,802	16,500	16,500	16,500	16,500
013-000-43056		DEPARTMENT OF ENERGY GRANT	10,145	0	0	0	0	0
		TOTAL INTERGOVERNMENTAL	68,577	74,355	86,500	76,500	76,500	76,500
<u>MISCELLANEOUS REVENUE</u>								
013-000-45002		INTEREST EARNED	134	164	75	150	150	150
013-000-45017		TROLLEY DONATIONS	3,517	2,629	2,500	2,500	2,500	2,500
		TOTAL MISCELLANEOUS REVENUE	3,651	2,793	2,575	2,650	2,650	2,650
<u>BEGINNING FUND BALANCE</u>								
013-000-49090		BEGINNING FUND BALANCE	35,162	49,495	19,523	58,507	58,507	58,507
		TOTAL BEGINNING FUND BALANCE	35,162	49,495	19,523	58,507	58,507	58,507
		TOTAL FUND REVENUE	107,390	126,643	108,598	137,657	137,657	137,657

EXPENDITURE BUDGET NARRATIVE
Fiscal Year 2016-2017

FUND: TRANSPORTATION

STAFF LEVEL 2017: 1.47 FTE
STAFF LEVEL 2016: 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 a tax levy, would need to be pursued.

Personnel

<u>Title</u>	<u>2016</u> <u>FTE</u>	<u>2017</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. The City was audited by ODOT for compliance with Federal Transit Guidelines that lead to a number of policy changes, the most significant being switching to a certified mechanic for maintenance responsibilities.

Major Issues to be Resolved in the Next 5 Years

The City will coordinate with other transit providing agencies serving Silverton and the surrounding area. 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 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>TRANSPORTATION FUND</u>							
<u>TROLLEY OPERATIONS</u>							
<u>PERSONNEL SERVICES:</u>							
013-013-51002	PART TIME SALARIES	36,852	42,675	55,059	60,954	60,954	60,954
013-013-51003	WORKERS COMP INS	1,552	1,756	2,659	2,932	2,932	2,932
013-013-51004	SOCIAL SECURITY/MEDICARE	2,819	3,265	4,212	4,663	4,663	4,663
013-013-51007	PERS RETIREMENT	3,877	6,441	8,083	8,948	8,948	8,948
	TOTAL PERSONNEL SERVICES	45,101	54,136	70,013	77,497	77,497	77,497
<u>MATERIALS AND SERVICES:</u>							
013-013-61001	OFFICE SUPPLIES	78	68	80	100	100	100
013-013-61003	ADVERTISING EXPENSE	41	0	200	200	200	200
013-013-61004	COMMUNICATION EXPENSE	1,201	854	1,650	1,500	1,500	1,500
013-013-61015	TRAVEL, TRAINING & MEETINGS	0	17	200	200	200	200
013-013-61016	DUES & MEMBERSHIPS	0	0	200	200	200	200
013-013-61022	EQUIPMENT MAINTENANCE	0	0	500	500	500	500
013-013-61023	UNIFORM EXPENSE	133	46	150	150	150	150
013-013-61024	VEHICLE EXPENSE	1,390	2,118	4,000	3,000	3,000	3,000
013-013-61030	FUEL EXPENSES	5,925	5,299	10,000	7,500	7,500	7,500
013-013-61059	CONTRACTED SERVICES	455	469	800	800	800	800
013-013-62573	MISCELLANEOUS EXPENSE	0	0	50	0	0	0
013-013-71000	MINOR EQUIPMENT	126	181	200	200	200	200
013-013-71009	SOFTWARE	0	4,345	0	0	0	0
	TOTAL MATERIALS AND SERVICES	9,348	13,396	18,030	14,350	14,350	14,350
<u>CONTINGENCY & RESERVES:</u>							
013-013-90001	CONTINGENCY	0	0	17,535	42,520	42,520	42,520
	TOTAL CONTINGENCY & RESERVES	0	0	17,535	42,520	42,520	42,520
<u>TRANSFERS OUT:</u>							
013-013-95050	TRANSFER TO DEBT SERVICE	3,446	2,597	3,020	3,290	3,290	3,290
	TOTAL TRANSFERS OUT	3,446	2,597	3,020	3,290	3,290	3,290
	TOTAL TROLLEY OPERATIONS	57,895	70,129	108,598	137,657	137,657	137,657
	TOTAL FUND EXPENDITURES	57,895	70,129	108,598	137,657	137,657	137,657

BUDGET NARRATIVE
Fiscal Year 2016-2017

FUND: POOL OPERATIONS LEVY

Program Description/Mission

Fiscal year 2016-2017 will be the fourth funding year 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. Under an annual contract, the YMCA provides management and lifeguards for daily pool use, for swim lessons and aquatic programs.

Budget Comments

Account #61008 includes services for electrical \$600, HVAC \$1,000, mechanical room HVAC trouble shooting and repairs \$750, and hot water heater \$500. Remainder of funds for all other building and grounds maintenance for pool and bathhouse \$3,150.

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, mechanical seal and impeller parts for recirculating pump \$1,500, electronic equipment controller repairs \$1,000, pool vacuum maintenance \$500, and miscellaneous maintenance and repairs.

Account #61059 includes YMCA contract \$50,000; pool cover removal, storage and re-install \$10,000; annual fire extinguisher services \$100; and \$1,400 for other contracted services.

Account #71000 includes equipment replacement, as needed \$1,000.

Account #81003 includes lane line replacement for competitive swimming programs and lap swim \$4,500.

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

Accomplishments

Outside pool HVAC unit ventilation fans replaced, installed lawn area next to pool deck, and painted pool.

Major Issues to be Resolved in the Next 5 Years

Decision needed in Fiscal Year 2017-2018 regarding new operations levy.

CITY OF SILVERTON

REVENUES

FISCAL YEAR 2016-2017

	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
POOL OPERATIONS LEVY						
PROPERTY TAXES						
016-000-40001	PROPERTY TAXES CURRENT	277,197	258,120	255,750	255,800	255,800
016-000-40002	PROPERTY TAXES DELINQUENT	0	4,246	3,900	2,500	2,500
	TOTAL PROPERTY TAXES	277,197	262,366	259,650	258,300	258,300
MISCELLANEOUS REVENUE						
016-000-45002	INTEREST EARNED	697	1,344	750	1,000	1,000
016-000-45019	MISCELLANEOUS REVENUE	1,936	0	0	0	0
	TOTAL MISCELLANEOUS REVENUE	2,633	1,344	750	1,000	1,000
BEGINNING FUND BALANCE						
016-000-49090	BEGINNING FUND BALANCE	0	85,687	156,508	259,255	259,255
	TOTAL BEGINNING FUND BALANCE	0	85,687	156,508	259,255	259,255
	TOTAL FUND REVENUE	279,830	349,397	416,908	518,555	518,555

CITY OF SILVERTON

EXPENDITURES

FISCAL YEAR 2016-2017

	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
POOL OPERATIONS LEVY						
POOL OPERATIONS						
MATERIALS AND SERVICES:						
016-210-61003	ADVERTISING	334	0	0	0	0
016-210-61004	COMMUNICATION EXPENSE	968	510	500	500	500
016-210-61005	POSTAGE & FREIGHT	190	2	400	400	400
016-210-61006	GAS/ ELECTRIC EXPENSE	64,082	66,133	80,000	80,000	80,000
016-210-61008	BUILDING & GROUNDS MAINTENANC	1,835	2,766	11,500	9,000	9,000
016-210-61009	PERMIT FEES	90	500	500	500	500
016-210-61015	TRAVEL, TRAINING & MEETINGS	0	0	400	400	400
016-210-61016	DUES & MEMBERSHIPS	338	176	100	100	100
016-210-61022	EQUIPMENT MAINTENANCE	2,303	10,149	6,500	9,250	9,250
016-210-61032	JANITORIAL SUPPLIES	1,486	1,675	2,500	1,800	1,800
016-210-61042	SAFETY EQP/ PROT CLTHNG	90	278	500	700	700
016-210-61045	EQUIPMENT RENTAL	1,317	1,164	1,200	1,400	1,400
016-210-61047	POOL CHEMICALS	10,665	11,708	11,750	11,750	11,750
016-210-61059	CONTRACTED SERVICES	57,896	56,341	61,000	61,500	61,500
016-210-71000	MINOR EQUIPMENT	110	125	1,000	1,000	1,000
	TOTAL MATERIALS AND SERVICES	141,704	151,527	177,850	178,300	178,300
CAPITAL OUTLAY:						
016-210-81003	CAPITAL - REPLACEMENT	52,439	19,114	0	4,500	4,500
	TOTAL CAPITAL OUTLAY	52,439	19,114	0	4,500	4,500
CONTINGENCY & RESERVES:						
016-210-90001	CONTINGENCY	0	0	155,658	252,355	252,355
016-210-91215	RESERVE- POOL CAPITAL IMPRVMT	0	0	83,400	83,400	83,400
	TOTAL CONTINGENCY & RESERVES	0	0	239,058	335,755	335,755
	TOTAL POOL OPERATIONS	194,143	170,641	416,908	518,555	518,555
	TOTAL FUND EXPENDITURES	194,143	170,641	416,908	518,555	518,555

BUDGET NARRATIVE
Fiscal Year 2016-2017

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.

Account #62577 is to provide assistance for the Gordon House, a tourism site.

Account #62571 is to help with maintenance of murals located within the City of Silverton.

Accomplishments

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

<u>Fiscal Year ended</u>	<u>Amount</u>
June 30, 2015	\$ 6,088
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 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>TRANSIENT TAX FUND</u>							
<u>TAXES</u>							
017-000-40003	TRANSIENT TAXES	213,839	255,418	240,000	290,000	290,000	290,000
	TOTAL TAXES	213,839	255,418	240,000	290,000	290,000	290,000
<u>MISCELLANEOUS REVENUE</u>							
017-000-45002	INTEREST EARNED	288	301	250	250	250	250
	TOTAL MISCELLANEOUS REVENUE	288	301	250	250	250	250
<u>BEGINNING FUND BALANCE</u>							
017-000-49090	BEGINNING FUND BALANCE	50,542	54,223	64,263	41,815	41,815	41,815
	TOTAL BEGINNING FUND BALANCE	50,542	54,223	64,263	41,815	41,815	41,815
	TOTAL FUND REVENUE	264,669	309,942	304,513	332,065	332,065	332,065

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>TRANSIENT TAX FUND</u>							
<u>OPERATIONS</u>							
<u>MATERIALS AND SERVICES:</u>							
017-017-61057	TOURISM PROMOTION GRANTS	0	6,088	34,513	19,004	19,004	19,004
017-017-61059	CONTRACTED SERVICES	37,673	35,000	35,000	35,000	35,000	35,000
017-017-61060	OREGON GARDEN FOUNDATION	107,620	127,121	135,000	152,607	152,607	152,607
017-017-62571	MURAL MAINTENANCE ASSISTANCE	0	0	0	0	6,000	6,000
017-017-62576	SILVERTON DAYS FIREWORKS	1,000	1,000	0	2,000	0	0
017-017-62577	GORDON HOUSE TOURISM SUPPOR	0	0	0	3,500	3,500	3,500
	TOTAL MATERIALS AND SERVICES	146,294	169,209	204,513	212,111	216,111	216,111
<u>CONTINGENCY & RESERVES:</u>							
017-017-90001	CONTINGENCY	0	0	35,000	30,000	26,000	26,000
	TOTAL CONTINGENCY & RESERVES	0	0	35,000	30,000	26,000	26,000
<u>TRANSFERS OUT:</u>							
017-017-95036	TRANSFER TO SEWER DEBT RESER	64,152	76,625	65,000	89,954	89,954	89,954
	TOTAL TRANSFERS OUT	64,152	76,625	65,000	89,954	89,954	89,954
	TOTAL OPERATIONS	210,446	245,834	304,513	332,065	332,065	332,065
	TOTAL FUND EXPENDITURES	210,446	245,834	304,513	332,065	332,065	332,065

BUDGET NARRATIVE
Fiscal Year 2016-2017

FUND: STREET

STAFF LEVEL 2017: 2.21 FTE
STAFF LEVEL 2016: 2.21 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 Improvement Plan are the guide documents for this program.

Personnel

<u>Title</u>	<u>2016</u> <u>FTE</u>	<u>2017</u> <u>FTE</u>	<u>FTE</u> <u>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	0.14	0.14	
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	2.21	2.21	<u>0.00</u>

Budget Comments

Account #61022 includes multiple equipment repairs.
 Account #61024 includes multiple vehicle repairs.
 Account #61039 thermoplastic and curb paint \$10,000, signs & supplies \$10,000. Thermoplastic for downtown directional arrows, per Council approval, \$4,000.
 Account #61046 includes annual street striping \$3,000, dust control \$4,000, cold mix for pot hole repair 1,000, rock and sand for street repairs and grading \$1,000 , remainder for routine and unforeseen street maintenance costs.
 Account #61059 covers Iworq's system \$1,400, fire extinguisher services \$100, labor for storm detention clean-up \$1,000, locate tickets program \$200, remainder for Bio-med testing, hearing tests, ODOT signal related services, and contracted services as needed.
 Account #61095 includes storm sewer repairs \$500.
 Account #71000 includes Schonstedt locator, two portable generators, safety cones, and barricades (shared expense) \$3,000.
 Account #81003 includes utility crew computer replacement (shared expense) \$445.

Accomplishments

DKS Consultants hired to prepare Transportation System Plan that will be completed by May 2017.

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 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>STREET FUND</u>							
<u>FEES AND PERMITS</u>							
020-000-42065	TRAFFIC IMPACT FEES	0	63,400	30,000	30,000	30,000	30,000
020-000-42102	INSPECTION FEES	366	5,736	0	0	0	0
020-000-42106	PLAN REVIEW FEES	0	849	0	0	0	0
020-000-42107	DRIVEWAY PERMITS	4,400	5,280	2,000	3,080	3,080	3,080
020-000-42108	SIDEWALK PERMITS	5,104	5,896	2,000	3,080	3,080	3,080
	TOTAL FEES AND PERMITS	9,870	81,161	34,000	36,160	36,160	36,160
<u>INTERGOVERNMENTAL</u>							
020-000-43005	STATE HIWAY APPORTIONMENT	532,126	543,182	445,000	500,000	500,000	500,000
	TOTAL INTERGOVERNMENTAL	532,126	543,182	445,000	500,000	500,000	500,000
<u>MISCELLANEOUS REVENUE</u>							
020-000-45002	INTEREST EARNED	2,158	2,293	1,600	1,800	1,800	1,800
020-000-45019	MISCELLANEOUS REVENUE	247	3,044	0	0	0	0
	TOTAL MISCELLANEOUS REVENUE	2,405	5,337	1,600	1,800	1,800	1,800
<u>BEGINNING FUND BALANCE</u>							
020-000-49090	BEGINNING FUND BALANCE	432,850	538,788	383,476	427,050	427,050	427,050
	TOTAL BEGINNING FUND BALANCE	432,850	538,788	383,476	427,050	427,050	427,050
	TOTAL FUND REVENUE	977,251	1,168,467	864,076	965,010	965,010	965,010

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
STREET FUND							
OPERATIONS							
PERSONNEL SERVICES:							
020-020-51001	FULL TIME SALARIES	100,598	95,769	107,775	108,985	108,985	108,985
020-020-51002	PART TIME SALARIES	3,747	4,260	9,143	5,412	5,412	5,412
020-020-51003	WORKERS COMP INS	6,056	5,146	4,775	4,626	4,626	4,626
020-020-51004	SOCIAL SECURITY/MEDICARE	7,857	7,402	9,151	8,952	8,952	8,952
020-020-51005	HEALTH INSURANCE	29,633	29,143	36,384	34,703	34,703	34,703
020-020-51006	LIFE/ DISABILITY INS	381	367	465	454	454	454
020-020-51007	PERS RETIREMENT	19,423	17,884	23,892	23,538	23,538	23,538
020-020-51009	OVERTIME SALARIES	2,325	1,247	2,702	2,619	2,619	2,619
TOTAL PERSONNEL SERVICES		170,020	161,219	194,287	189,289	189,289	189,289
MATERIALS AND SERVICES:							
020-020-61001	OFFICE SUPPLIES	758	895	1,000	1,000	1,000	1,000
020-020-61002	PUBLICATIONS	590	37	500	500	500	500
020-020-61003	ADVERTISING EXPENSE	340	200	500	350	350	350
020-020-61004	COMMUNICATION EXPENSE	2,793	2,478	3,300	3,300	3,300	3,300
020-020-61005	POSTAGE & FREIGHT	277	126	300	300	300	300
020-020-61006	GAS/ ELECTRIC EXPENSE	891	689	1,000	900	900	900
020-020-61009	PERMIT FEES	50	0	0	70	70	70
020-020-61015	TRAVEL, TRAINING & MEETINGS	456	543	500	500	500	500
020-020-61016	DUES & MEMBERSHIPS	236	97	300	300	300	300
020-020-61022	EQUIPMENT MAINTENANCE	6,713	6,490	6,800	6,800	6,800	6,800
020-020-61024	VEHICLE EXPENSE	5,107	5,718	8,700	7,300	7,300	7,300
020-020-61030	FUEL EXPENSES	2,701	2,183	6,200	6,200	6,200	6,200
020-020-61031	RECORDING FEES	158	56	100	100	100	100
020-020-61039	TRAFFIC CONTROL SUPPLIES	12,077	3,195	15,000	24,000	24,000	24,000
020-020-61041	TREE MAINTENANCE	500	0	4,000	4,000	4,000	4,000
020-020-61042	SAFETY EQP/ PROT CLTHNG	1,114	759	1,500	1,500	1,500	1,500
020-020-61043	BUILDING/ GROUNDS MAINTENANCE	308	964	2,600	2,000	2,000	2,000
020-020-61044	SMALL TOOLS	258	260	600	600	600	600
020-020-61045	EQUIPMENT RENTAL	658	479	1,000	1,000	1,000	1,000
020-020-61046	STREET MAINTENANCE	9,303	9,853	12,000	12,000	12,000	12,000
020-020-61050	VEHICLE LEASE PAYMENTS	0	0	800	0	0	0
020-020-61059	CONTRACTED SERVICES	4,063	20,106	5,000	5,000	5,000	5,000
020-020-61065	TRAFFIC IMPACT SERVICES	0	61,300	30,000	30,000	30,000	30,000
020-020-61079	BANK & CHARGE CARD FEES	2	5	25	25	25	25
020-020-61095	STORM SEWER MAINTENANCE	9,750	0	0	500	500	500
020-020-62532	MAPPING COSTS	0	0	0	400	400	400
020-020-62573	MISCELLANEOUS EXPENSE	318	113	400	400	400	400
020-020-71000	MINOR EQUIPMENT	671	756	1,600	3,000	3,000	3,000
020-020-71009	SOFTWARE	387	388	1,500	1,450	1,450	1,450
TOTAL MATERIALS AND SERVICES		60,477	117,690	105,225	113,495	113,495	113,495
CAPITAL OUTLAY:							
020-020-81003	CAPITAL - REPLACEMENT	1,728	398	2,730	445	445	445
020-020-81031	SIDEWALK CONST/ REPAIR	21,017	6,925	10,000	10,000	10,000	10,000
020-020-85003	CAPITAL - NEW EQUIPMENT	8,217	771	0	0	0	0
TOTAL CAPITAL OUTLAY		30,962	8,094	12,730	10,445	10,445	10,445
CONTINGENCY & RESERVES:							
020-020-90001	CONTINGENCY	0	0	105,917	195,017	195,017	195,017
020-020-91702	RESERVE - FUTURE EXPENDITURE	0	0	53,548	71,397	71,397	71,397
TOTAL CONTINGENCY & RESERVES		0	0	159,465	266,414	266,414	266,414

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>STREET FUND</u>							
<u>TRANSFERS OUT:</u>							
020-020-95001	TRANSFER TO GENERAL FUND	105,536	110,680	98,056	98,276	98,276	98,276
020-020-95021	TRANSFER TO STREET IMP SDC	0	0	17,000	0	0	0
020-020-95050	TRANSFER TO DEBT SERVICE	6,269	6,487	6,298	6,316	6,316	6,316
020-020-95320	TRANSFER TO STREET CIP FUND	25,000	202,556	220,000	200,000	200,000	200,000
020-020-95600	TRANSFER TO FLEET REPLACEMENT	30,200	29,849	30,089	59,849	59,849	59,849
020-020-95610	TRANSFER TO MAJOR EQUIP REP	10,000	20,926	20,926	20,926	20,926	20,926
TOTAL TRANSFERS OUT		177,005	370,498	392,369	385,367	385,367	385,367
TOTAL OPERATIONS		438,464	657,500	864,076	965,010	965,010	965,010
TOTAL FUND EXPENDITURES		438,464	657,500	864,076	965,010	965,010	965,010

BUDGET NARRATIVE
Fiscal Year 2016-2017

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 (SDCs) received that are 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 funding for the completion of the Transportation System Plan, which was started last fiscal year and is 100% funded by Transportation SDCs for \$184,318 total contract cost. Account #81801 includes credits to developers that make offsite public improvements or oversize improvements benefiting the system.

Major Issues to be Resolved in the Next 5 Years

Maintain adequate funding to meet transportation needs as new growth occurs. Current transportation SDC methodology includes the entire master plan project list.

CITY OF SILVERTON

REVENUES

FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
STREET IMPROVEMENT SDC FUND							
MISCELLANEOUS REVENUE							
021-000-45002	INTEREST EARNED	1,798	2,703	1,000	2,500	2,500	2,500
021-000-45007	IMPROVEMENT SDCS	128,460	382,646	48,075	114,975	114,975	114,975
021-000-45008	STEELHAMMER SDCS	4,050	9,369	0	0	0	0
	TOTAL MISCELLANEOUS REVENUE	134,308	394,718	49,075	117,475	117,475	117,475
TRANSFERS IN							
021-000-46020	TRANSFER FROM STREET FUND	0	0	17,000	0	0	0
021-000-46217	TRANSFER FROM STEELHAMMER PR	252,433	89	0	0	0	0
	TOTAL TRANSFERS IN	252,433	89	17,000	0	0	0
BEGINNING FUND BALANCE							
021-000-49090	BEGINNING FUND BALANCE	63,967	412,579	615,063	479,662	479,662	479,662
	TOTAL BEGINNING FUND BALANCE	63,967	412,579	615,063	479,662	479,662	479,662
	TOTAL FUND REVENUE	450,708	807,386	681,138	597,137	597,137	597,137

CITY OF SILVERTON

EXPENDITURES

FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
STREET IMPROVEMENT SDC FUND							
STREET SYSTEM IMPROVEMENTS							
MATERIALS AND SERVICES:							
021-021-61059	CONTRACTED SERVICES	0	0	184,318	140,724	140,724	140,724
	TOTAL MATERIALS AND SERVICES	0	0	184,318	140,724	140,724	140,724
CAPITAL OUTLAY:							
021-021-81801	DEVELOPER SDC CREDITS	38,129	0	33,087	33,087	33,087	33,087
	TOTAL CAPITAL OUTLAY	38,129	0	33,087	33,087	33,087	33,087
CONTINGENCY & RESERVES:							
021-021-90001	CONTINGENCY	0	0	3,886	310,826	310,826	310,826
021-021-91702	RESERVE - FUTURE EXPENDITURE	0	0	0	112,500	112,500	112,500
	TOTAL CONTINGENCY & RESERVES	0	0	3,886	423,326	423,326	423,326
TRANSFERS OUT:							
021-021-95217	TRANSFER TO STEELHMMR PROJ	0	0	459,847	0	0	0
	TOTAL TRANSFERS OUT	0	0	459,847	0	0	0
	TOTAL STREET SYSTEM IMPROVEME	38,129	0	681,138	597,137	597,137	597,137
	TOTAL FUND EXPENDITURES	38,129	0	681,138	597,137	597,137	597,137

BUDGET NARRATIVE
Fiscal Year 2016-2017

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 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>STREET REIMBURSEMENT SDC</u>							
<u>MISCELLANEOUS REVENUE</u>							
022-000-45002	INTEREST EARNED	321	540	200	600	600	600
022-000-45009	REIMBURSEMENT SDC'S	29,000	82,480	10,320	24,080	24,080	24,080
	TOTAL MISCELLANEOUS REVENUE	29,321	83,020	10,520	24,680	24,680	24,680
<u>BEGINNING FUND BALANCE</u>							
022-000-49090	BEGINNING FUND BALANCE	50,488	79,809	124,835	202,002	202,002	202,002
	TOTAL BEGINNING FUND BALANCE	50,488	79,809	124,835	202,002	202,002	202,002
	TOTAL FUND REVENUE	79,809	162,828	135,355	226,682	226,682	226,682

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>STREET REIMBURSEMENT SDC</u>							
<u>STREET REIMBURSEMENT SDC'S</u>							
<u>CONTINGENCY & RESERVES:</u>							
022-022-90001	CONTINGENCY	0	0	135,355	226,682	226,682	226,682
	TOTAL CONTINGENCY & RESERVES	0	0	135,355	226,682	226,682	226,682
	TOTAL STREET REIMBURSEMENT SD	0	0	135,355	226,682	226,682	226,682
	TOTAL FUND EXPENDITURES	0	0	135,355	226,682	226,682	226,682

BUDGET NARRATIVE
Fiscal Year 2016-2017

FUND: STORMWATER IMPROVEMENT SDC

Program Description/Mission

This fund is dedicated to provide stormwater improvements for the City of Silverton. System Development Charges (SDCs) 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 revenue.

Budget Comments

Account #81801 includes credits to developers that make offsite public improvements or oversized improvements benefiting the system and is approved by Council for the credit.

Account #95323 is \$95,310 (30%) of the construction cost budgeted for the Olson ditch project and \$6,084 (20%) of the Lincoln Street stormwater system design costs.

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 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
STORM WATER IMPROVE SDC FUND							
MISCELLANEOUS REVENUE							
023-000-45002	INTEREST EARNED	2,719	2,769	2,300	2,500	2,500	2,500
023-000-45007	IMPROVEMENT SDCS	27,702	40,020	7,995	19,110	19,110	19,110
023-000-45009	REIMBURSEMENT SDCS	11,585	0	0	0	0	0
	TOTAL MISCELLANEOUS REVENUE	42,006	42,788	10,295	21,610	21,610	21,610
BEGINNING FUND BALANCE							
023-000-49090	BEGINNING FUND BALANCE	493,333	534,835	534,039	506,076	506,076	506,076
	TOTAL BEGINNING FUND BALANCE	493,333	534,835	534,039	506,076	506,076	506,076
	TOTAL FUND REVENUE	535,338	577,624	544,334	527,686	527,686	527,686

CITY OF SILVERTON

EXPENDITURES

FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
STORM WATER IMPROVE SDC FUND							
STORM WATER SYSTEM IMPROVEMENT							
CAPITAL OUTLAY:							
023-023-81801	DEVELOPER SDC CREDITS	503	0	8,417	8,417	8,417	8,417
	TOTAL CAPITAL OUTLAY	503	0	8,417	8,417	8,417	8,417
CONTINGENCY & RESERVES:							
023-023-90001	CONTINGENCY	0	0	271,922	417,875	417,875	417,875
	TOTAL CONTINGENCY & RESERVES	0	0	271,922	417,875	417,875	417,875
TRANSFERS OUT:							
023-023-95024	TRANSFER TO STORM WATER REIMB	0	10,000	0	0	0	0
023-023-95323	TRANSFER TO STORM WATER CIP	0	12,665	263,995	101,394	101,394	101,394
	TOTAL TRANSFERS OUT	0	22,665	263,995	101,394	101,394	101,394
	TOTAL STORM WATER SYSTEM IMPR	503	22,665	544,334	527,686	527,686	527,686
	TOTAL FUND EXPENDITURES	503	22,665	544,334	527,686	527,686	527,686

BUDGET NARRATIVE
Fiscal Year 2016-2017

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 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>STORM WATER REIMB SDC FUND</u>							
<u>MISCELLANEOUS REVENUE</u>							
024-000-45002	INTEREST EARNED	0	116	50	100	100	100
024-000-45009	REIMBURSEMENT SDCS	993	25,315	4,965	11,585	11,585	11,585
	TOTAL MISCELLANEOUS REVENUE	993	25,430	5,015	11,685	11,685	11,685
<u>TRANSFERS IN</u>							
024-000-46023	TRANSFER FRM STORM WTR IMP SD	0	10,000	0	0	0	0
	TOTAL TRANSFERS IN	0	10,000	0	0	0	0
<u>BEGINNING FUND BALANCE</u>							
024-000-49090	BEGINNING FUND BALANCE	0	993	28,469	55,043	55,043	55,043
	TOTAL BEGINNING FUND BALANCE	0	993	28,469	55,043	55,043	55,043
	TOTAL FUND REVENUE	993	36,423	33,484	66,728	66,728	66,728

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 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	33,484	66,728	66,728	66,728
	TOTAL CONTINGENCY & RESERVES	0	0	33,484	66,728	66,728	66,728
	TOTAL STORM WATER CAPITAL PRO	0	0	33,484	66,728	66,728	66,728
	TOTAL FUND EXPENDITURES	0	0	33,484	66,728	66,728	66,728

BUDGET NARRATIVE
Fiscal Year 2016-2017

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 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>STREET LIGHT IMPROVEMENT FUND</u>							
<u>MISCELLANEOUS REVENUE</u>							
025-000-45002	INTEREST EARNED	244	985	750	800	800	800
025-000-45019	MISCELLANEOUS REVENUE	193,869	0	0	0	0	0
	TOTAL MISCELLANEOUS REVENUE	194,113	985	750	800	800	800
<u>BEGINNING FUND BALANCE</u>							
025-000-49090	BEGINNING FUND BALANCE	0	194,113	195,078	196,048	196,048	196,048
	TOTAL BEGINNING FUND BALANCE	0	194,113	195,078	196,048	196,048	196,048
	TOTAL FUND REVENUE	194,113	195,098	195,828	196,848	196,848	196,848

CITY OF SILVERTON

EXPENDITURES

FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 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	195,828	196,848	196,848	196,848
	TOTAL CAPITAL OUTLAY	0	0	195,828	196,848	196,848	196,848
	TOTAL STREET LIGHTING IMPROVEM	0	0	195,828	196,848	196,848	196,848
	TOTAL FUND EXPENDITURES	0	0	195,828	196,848	196,848	196,848

REVENUE BUDGET NARRATIVE
Fiscal Year 2016-2017

FUND: STREET MAINTENANCE FEE

Program Description/Mission

Fiscal Year (FY) 2016-2017 will be the fourth year of the Street Maintenance Fee Fund. It was created to account for the 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, effective July 1, 2016, will be \$6.07 per billing unit. The fee was approved by Council with Resolution 16-06 at the February 1st, 2016 City Council meeting. The fee will be used to pay costs associated with planning, management, construction, preservation, and maintenance of City owned or controlled streets.

Budget Comments

Account #85020 will cover costs for street maintenance. For FY 2016-2017, the maintenance projects will include street overlay, slurry sealing and street reconstruction projects.

Accomplishments:

Updated of the Pavement Management Program by Capitol Asset & Pavement Services, Inc.
Working with Marion County to jointly undertake street overlay projects. The City's share of these projects will be approximately \$199,000. The City plans to bid in spring of 2016 for \$190,500 of slurry sealing projects for City streets.

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 2016-2017

	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>STREET MAINTENANCE FEE FUND</u>						
<u>FEES AND PERMITS</u>						
027-000-42172 STREET MAINTENANCE FEE	210,564	233,290	230,000	275,107	275,107	275,107
TOTAL FEES AND PERMITS	210,564	233,290	230,000	275,107	275,107	275,107
<u>MISCELLANEOUS REVENUE</u>						
027-000-45002 INTEREST EARNED	368	870	600	850	850	850
TOTAL MISCELLANEOUS REVENUE	368	870	600	850	850	850
<u>BEGINNING FUND BALANCE</u>						
027-000-49090 BEGINNING FUND BALANCE	0	210,933	221,465	259,182	259,182	259,182
TOTAL BEGINNING FUND BALANCE	0	210,933	221,465	259,182	259,182	259,182
TOTAL FUND REVENUE	210,933	445,093	452,065	535,139	535,139	535,139

CITY OF SILVERTON

EXPENDITURES

FISCAL YEAR 2016-2017

	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>STREET MAINTENANCE FEE FUND</u>						
<u>STREET IMPROVEMENTS</u>						
<u>MATERIALS AND SERVICES:</u>						
027-027-61003 ADVERTISING	0	154	1,000	1,000	1,000	1,000
TOTAL MATERIALS AND SERVICES	0	154	1,000	1,000	1,000	1,000
<u>CAPITAL OUTLAY:</u>						
027-027-85020 STREET CAPITAL IMPROVEMENTS	0	222,613	451,065	534,139	534,139	534,139
TOTAL CAPITAL OUTLAY	0	222,613	451,065	534,139	534,139	534,139
TOTAL STREET IMPROVEMENTS	0	222,767	452,065	535,139	535,139	535,139
TOTAL FUND EXPENDITURES	0	222,767	452,065	535,139	535,139	535,139

REVENUE BUDGET NARRATIVE
Fiscal Year 2016-2017

FUND: STORMWATER FEE

Program Description/Mission

Fiscal Year 2016-2017 will be the fourth year of the Stormwater Fee Fund. It was created to account for the Stormwater Fee revenues and expenditures that meet the criteria set by City Council. The fee will increase to \$4.05 per equivalent dwelling unit effective July 1, 2016. Funds 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.

CITY OF SILVERTON

REVENUES

FISCAL YEAR 2016-2017

	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>STORM WATER FEE FUND</u>						
<u>FEES AND PERMITS</u>						
028-000-42173	STORM WATER FEE	51,770	58,362	165,000	220,000	220,000
	TOTAL FEES AND PERMITS	51,770	58,362	165,000	220,000	220,000
<u>MISCELLANEOUS REVENUE</u>						
028-000-45002	INTEREST EARNED	91	171	175	20	20
	TOTAL MISCELLANEOUS REVENUE	91	171	175	20	20
<u>OTHER FUNDING SOURCES</u>						
028-000-48095	LOAN PROCEEDS	0	0	700,000	393,750	393,750
	TOTAL OTHER FUNDING SOURCES	0	0	700,000	393,750	393,750
<u>BEGINNING FUND BALANCE</u>						
028-000-49090	BEGINNING FUND BALANCE	0	51,861	13,388	350	350
	TOTAL BEGINNING FUND BALANCE	0	51,861	13,388	350	350
	TOTAL FUND REVENUE	51,861	110,394	878,563	614,120	614,120

CITY OF SILVERTON

EXPENDITURES

FISCAL YEAR 2016-2017

	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>STORM WATER FEE FUND</u>						
<u>STORMWATER IMPROVEMENTS</u>						
<u>CONTINGENCY & RESERVES:</u>						
028-028-90001	CONTINGENCY	0	0	35,036	0	0
	TOTAL CONTINGENCY & RESERVES	0	0	35,036	0	0
<u>TRANSFERS OUT:</u>						
028-028-95010	TRANSFER TO GENERAL FUND	0	0	0	110,560	110,560
028-028-95323	TRANSFER TO STORM WATER CIP	0	53,003	823,655	483,688	483,688
028-028-95600	TRANSFER TO FLEET REPLACEMENT	0	19,872	19,872	19,872	19,872
	TOTAL TRANSFERS OUT	0	72,875	843,527	614,120	614,120
	TOTAL STORMWATER IMPROVEMEN	0	72,875	878,563	614,120	614,120
	TOTAL FUND EXPENDITURES	0	72,875	878,563	614,120	614,120

REVENUE BUDGET NARRATIVE
Fiscal Year 2016-2017

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 February 1, 2016 meeting. Section 2 of Resolution 16-04 for winter averaging was effective as of February 1, 2016 and is effective on July 01, 2016 for rates.

The sewer fund currently carries a debt load of \$10,470,000 (as of June 30, 2016) 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 actual water usage on the billings for November through April, as set by Resolution 16-04. Customers now have the ability to "Opt-Out" of the winter averaging method. This means their sewer bill will be based on actual usage each month. When choosing to "Opt-Out" the customer will remain on this method for the upcoming year and has the ability to "Opt-In" effective with the next averaging period. Commercial customers are charged based on actual water usage. Industrial customer are charged a base and flow fee, and load charges based on \$/Lb. of BOD and TSS. The City has revised the City Code pertaining to utilities.

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 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>SEWER FUND</u>							
<u>FEES AND PERMITS</u>							
030-000-42101	SEWER SERVICE CHARGES	3,100,209	3,178,687	3,183,197	3,206,400	3,206,400	3,206,400
030-000-42102	INSPECTION FEES	702	2,766	0	0	0	0
	TOTAL FEES AND PERMITS	3,100,911	3,181,452	3,183,197	3,206,400	3,206,400	3,206,400
<u>MISCELLANEOUS REVENUE</u>							
030-000-45002	INTEREST EARNED	3,722	5,828	4,000	4,500	4,500	4,500
030-000-45016	RENTAL RECEIPTS	12,000	9,900	0	0	0	0
030-000-45019	MISCELLANEOUS REVENUE	105	13,960	0	0	0	0
	TOTAL MISCELLANEOUS REVENUE	15,827	29,688	4,000	4,500	4,500	4,500
<u>BEGINNING FUND BALANCE</u>							
030-000-49090	BEGINNING FUND BALANCE	528,288	1,105,227	1,193,030	700,087	700,087	700,087
	TOTAL BEGINNING FUND BALANCE	528,288	1,105,227	1,193,030	700,087	700,087	700,087
	TOTAL FUND REVENUE	3,645,025	4,316,367	4,380,227	3,910,987	3,910,987	3,910,987

BUDGET NARRATIVE
Fiscal Year 2016-2017

FUND: SEWER
DEPARTMENT: OPERATIONS

STAFF LEVEL 2017: 5.30 FTE
STAFF LEVEL 2016: 5.30 FTE

Program Description/Mission

This program accounts for administration and the operation of the Wastewater Treatment Plant (WWTP) and eight (8) lift stations. 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 residential, commercial, and industrial customers.

<u>Personnel</u>	2016	2017	FTE
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>Change</u>
Public Works Director	0.36	0.36	
Admin Assistant II - PW	0.45	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	<u>1.00</u>	<u>1.00</u>	
Total	5.30	5.30	<u>0.00</u>

Budget Comments

Account #61009 covers NPDES permit \$10,000, state boiler permit \$200, and wastewater operator certification program \$900.

Account #61022 covers maintenance on UV Lamp, wiper, & detector \$10,000; headworks \$3,000; primary clarifier drive and sludge vault \$2,000; secondary clarifier \$2,000; primary sludge gravity thickener \$1,000; aeration basin \$4,000; effluent pump station \$1,000; SCADA conduit and wire \$1,000; emergency generator inspection \$2,000; DAFT \$2,000; RAS/WAS pump \$3,000; hydrated lime slurry feed system \$1,000; crane and hoist inspection \$2,000; digester and pumping system \$4,000; in-line chemical monitoring device \$5,000; plant HVAC equipment \$2,000; and miscellaneous maintenance \$5,000.

Account #61040 covers preventative maintenance for 8 lift stations \$4,000 and pump repair \$2,500.

Account #61043 covers building maintenance \$2,000; fertilizer and pesticides \$1,500; Waste Disposal fees \$6,500; cottonwood tree removal \$1,500; and HVAC maintenance \$3,000.

Account #61059 covers sewer bond administration fee \$750; industrial electrician services \$5,000; SCADA/PLC contract services; ESRI Arc Editor and Shred-it services and copier \$850.

Account #62525 includes lab supplies for NPDES testing \$4,000, hydrated lime \$36,000 and other chemicals for \$10,000.

Account #62554 includes sludge disposal (transportation and land application) \$65,000 and sludge transportation and treatment for overflow \$25,000.

Account #62615 covers Oregon Garden maintenance \$3,400 and quarterly wildlife control \$3,600.

Account #81003 includes \$2,600 computer workstation; \$7,500 for two (2) RAS pump VFD's; influent and effluent flow meter \$7,000, April Lane lift station control panel \$26,010.

Accomplishments

Utility Code update to adopt an enforcement and pretreatment program for industrial discharge. Issued 2 discharge permits to establish site-specific discharge limitations and procedures for sampling/inspections.

Major Issues to be Resolved in the Next 5 Years

Improve solids handling capacity and implement a succession plan for anticipated retirements of two Operator II's and the Water Quality Division Supervisor.

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2016-2017

	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
SEWER FUND						
OPERATIONS						
PERSONNEL SERVICES:						
030-030-51001	FULL TIME SALARIES	301,327	319,138	334,591	331,280	331,280
030-030-51003	WORKERS COMP INS	9,793	9,626	13,426	13,289	13,289
030-030-51004	SOCIAL SECURITY/MEDICARE	23,847	24,393	26,585	26,344	26,344
030-030-51005	HEALTH INSURANCE	62,850	61,233	65,947	79,042	79,042
030-030-51006	LIFE/ DISABILITY INS	979	1,145	1,346	1,270	1,270
030-030-51007	PERS RETIREMENT	57,322	59,420	73,535	72,220	72,220
030-030-51009	OVERTIME SALARIES	12,798	10,378	12,926	13,091	13,091
	TOTAL PERSONNEL SERVICES	468,915	485,333	528,356	536,536	536,536
MATERIALS AND SERVICES:						
030-030-61001	OFFICE SUPPLIES	1,876	2,467	2,500	2,500	2,500
030-030-61002	PUBLICATIONS	29	108	100	100	100
030-030-61003	ADVERTISING EXPENSE	2,276	578	500	500	500
030-030-61004	COMMUNICATION EXPENSE	8,662	12,157	11,520	15,660	15,660
030-030-61005	POSTAGE & FREIGHT	7,945	7,938	9,000	8,500	8,500
030-030-61006	GAS/ELECTRIC EXPENSE	149,789	191,056	200,000	200,000	200,000
030-030-61009	PERMIT FEES	10,553	10,396	10,700	11,270	11,270
030-030-61015	TRAVEL, TRAINING & MEETINGS	1,730	2,384	2,700	2,650	2,650
030-030-61016	DUES & MEMBERSHIPS	1,082	1,397	1,500	1,500	1,500
030-030-61022	EQUIPMENT MAINTENANCE	51,158	47,253	43,000	50,000	50,000
030-030-61024	VEHICLE EXPENSE	1,501	430	5,000	6,500	6,500
030-030-61030	FUEL EXPENSES	4,239	4,653	4,500	4,500	4,500
030-030-61040	LIFT STATION MAINTENANCE	3,683	2,025	7,000	6,500	6,500
030-030-61042	SAFETY EQP/ PROT CLTHNG	916	605	2,000	2,000	2,000
030-030-61043	BUILDING/ GROUNDS MAINTENANCE	6,401	13,120	38,682	14,500	14,500
030-030-61044	SMALL TOOLS	726	582	700	700	700
030-030-61045	EQUIPMENT RENTAL	2,540	1,680	2,360	2,400	2,400
030-030-61048	SEWER SYSTEM MAINTENANCE	135	0	0	0	0
030-030-61050	VEHICLE LEASE PAYMENTS	0	0	800	0	0
030-030-61059	CONTRACTED SERVICES	9,199	18,383	10,885	11,600	11,600
030-030-61079	BANK & CHARGE CARD FEES	3,057	6,151	4,800	5,000	5,000
030-030-62525	LAB/CHEMICAL SUPPLIES	24,621	40,782	50,000	50,000	50,000
030-030-62554	SLUDGE DISPOSAL	30,672	106,220	90,000	90,000	90,000
030-030-62560	WATER TESTS	17,798	20,104	20,000	20,500	20,500
030-030-62573	MISCELLANEOUS EXPENSE	49	7	100	400	400
030-030-62615	OREGON GARDEN OPERATIONS	6,611	975	10,000	10,000	10,000
030-030-71000	MINOR EQUIPMENT	1,357	794	500	500	500
030-030-71009	SOFTWARE	68	25	0	200	200
	TOTAL MATERIALS AND SERVICES	348,674	492,272	528,847	517,980	517,980
CAPITAL OUTLAY:						
030-030-81003	CAPITAL - REPLACEMENT	45,758	8,628	128,037	43,110	43,110
030-030-85003	CAPITAL - NEW	30,000	0	0	0	0
	TOTAL CAPITAL OUTLAY	75,758	8,628	128,037	43,110	43,110
CONTINGENCY & RESERVES:						
030-030-90001	CONTINGENCY	0	0	402,507	317,596	317,596
030-030-91072	RESERVE - FUTURE EXPENDITURE	0	0	23,120	34,680	34,680
	TOTAL CONTINGENCY & RESERVES	0	0	425,627	352,276	352,276
TRANSFERS OUT:						
030-030-95001	TRANSFER TO GENERAL FUND	412,918	439,570	438,766	449,431	449,431
030-030-95050	TRANSFER TO DEBT SERVICE	26,813	27,815	27,439	27,128	27,128
030-030-95330	TRANSFER TO SEWER CIP FUND	60,000	325,637	1,052,975	700,000	700,000
030-030-95600	TRANSFER TO FLEET REPLACEMENT	23,100	65,870	66,290	115,870	115,870
030-030-95610	TRANSFER TO MAJOR EQUIP REP	15,800	21,889	21,889	21,889	21,889
	TOTAL TRANSFERS OUT	538,631	880,781	1,607,359	1,314,318	1,314,318



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CITY OF SILVERTON

EXPENDITURES

FISCAL YEAR 2016-2017

		2013-2014	2014-2015	2015-2016	2016-2017	2016-2017	2016-2017
		FISCAL	FISCAL	FISCAL	CITY MNGR	BDGT COMM	COUNCIL
		ACTUAL	ACTUAL	BUDGET	PROPOSED	APPROVED	ADOPTED
<u>SEWER FUND</u>							
<u>DEBT SERVICE:</u>							
030-030-96020	SEWER REF BONDS 2010 - PRIN	295,000	295,000	300,000	265,000	265,000	265,000
030-030-96021	SEWER REF BONDS 2010 - INT	304,381	295,531	286,682	277,685	277,685	277,685
030-030-96022	DIGESTER PROJ DEBT 2011 PRIN	70,000	85,000	90,000	135,000	135,000	135,000
030-030-96023	DIGESTER PROJECT DEBT 2011 INT	155,910	154,510	151,960	149,265	149,265	149,265
TOTAL DEBT SERVICE		825,291	830,041	828,642	826,950	826,950	826,950
TOTAL OPERATIONS		2,257,270	2,697,056	4,046,868	3,591,170	3,591,170	3,591,170

BUDGET NARRATIVE
Fiscal Year 2016-2017

FUND: SEWER
DEPARTMENT: MAINTENANCE

STAFF LEVEL 2017: 3.34 FTE
STAFF LEVEL 2016: 3.34 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

<u>Title</u>	<u>2016</u> <u>FTE</u>	<u>2017</u> <u>FTE</u>	<u>FTE</u> <u>Change</u>
Maintenance Division Supervisor	0.36	0.36	
Admin Assistant I – Public Works	0.38	0.38	
Utility Worker I	1.14	1.14	
Utility Worker II	0.70	0.70	
Utility Worker III/ Lead	0.36	0.36	
Utility Worker III/ Mechanic	<u>0.40</u>	<u>0.40</u>	
Total	3.34	3.34	<u>0.00</u>

Budget Comments

Account #61022 includes multiple equipment repairs.
 Account #61024 includes multiple vehicle repairs.
 Account #61043 includes portion of annual HVAC services and electrical services for City Shops.
 Account #61059 includes costs for fire extinguisher services \$100, locate ticket program \$200, Iworq's system \$600, remainder for Bio-Med and hearing tests and unforeseen contracted services.
 Account #71000 includes Schonstedt locator, 2 portable generators, safety cones, and barricades (shared expense) \$2,800
 Account #81003 includes utility crew computer replacement (shared expense) \$822

Accomplishments

Contracted sewer line rehabilitation project, laptop computer replacement for Maintenance Supervisor, and Maintenance Division finished annual sewer line flushing and preventative maintenance.

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
SEWER FUND							
SEWER MAINTENANCE							
PERSONNEL SERVICES:							
030-035-51001	FULL TIME SALARIES	130,549	117,052	135,172	137,592	137,592	137,592
030-035-51002	PART TIME SALARIES	10,992	12,497	12,703	15,875	15,875	15,875
030-035-51003	WORKERS COMP INS	5,286	4,359	7,800	7,656	7,656	7,656
030-035-51004	SOCIAL SECURITY/MEDICARE	10,728	9,834	11,754	12,106	12,106	12,106
030-035-51005	HEALTH INSURANCE	43,915	43,677	53,449	51,498	51,498	51,498
030-035-51006	LIFE/ DISABILITY INS	620	595	744	736	736	736
030-035-51007	PERS RETIREMENT	26,158	23,202	30,856	31,619	31,619	31,619
030-035-51009	OVERTIME SALARIES	3,209	1,784	5,761	4,788	4,788	4,788
	TOTAL PERSONNEL SERVICES	231,457	212,999	258,239	261,870	261,870	261,870
MATERIALS AND SERVICES:							
030-035-61001	OFFICE SUPPLIES	654	677	350	1,000	1,000	1,000
030-035-61002	PUBLICATIONS	0	8	50	50	50	50
030-035-61003	ADVERTISING EXPENSE	0	0	50	50	50	50
030-035-61004	COMMUNICATION EXPENSE	2,515	3,764	3,000	3,000	3,000	3,000
030-035-61005	POSTAGE & FREIGHT	128	123	100	100	100	100
030-035-61006	GAS/ELECTRIC EXPENSE	1,678	1,324	1,000	1,000	1,000	1,000
030-035-61015	TRAVEL, TRAINING & MEETINGS	649	188	2,400	2,400	2,400	2,400
030-035-61016	DUES & MEMBERSHIPS	362	710	850	850	850	850
030-035-61022	EQUIPMENT MAINTENANCE	6,715	4,185	4,000	4,000	4,000	4,000
030-035-61024	VEHICLE EXPENSE	2,031	3,628	6,000	5,500	5,500	5,500
030-035-61030	FUEL EXPENSES	5,265	4,291	9,500	9,500	9,500	9,500
030-035-61031	RECORDING FEES	102	33	100	100	100	100
030-035-61042	SAFETY EQP/ PROT CLTHNG	1,217	801	2,000	2,775	2,775	2,775
030-035-61043	BUILDING/ GROUNDS MAINTENANCE	302	933	2,100	1,300	1,300	1,300
030-035-61044	SMALL TOOLS	228	423	800	800	800	800
030-035-61045	EQUIPMENT RENTAL	1,005	544	600	600	600	600
030-035-61048	SEWER SYSTEM MAINTENANCE	3,591	6,388	13,600	12,500	12,500	12,500
030-035-61059	CONTRACTED SERVICES	7,612	3,717	6,000	6,800	6,800	6,800
030-035-62573	MISCELLANEOUS EXPENSE	822	4	500	500	500	500
030-035-62600	PETTIT PROPERTY MAINTENANCE	25,008	419	1,500	1,500	1,500	1,500
030-035-71000	MINOR EQUIPMENT	360	822	2,800	2,800	2,800	2,800
030-035-71009	SOFTWARE	554	643	2,500	0	0	0
	TOTAL MATERIALS AND SERVICES	60,800	33,624	59,800	57,125	57,125	57,125
CAPITAL OUTLAY:							
030-035-81003	CAPITAL - REPLACEMENT EQUIPMNT	1,857	6,771	14,600	822	822	822
030-035-85003	CAPITAL - NEW	10,639	900	720	0	0	0
	TOTAL CAPITAL OUTLAY	12,495	7,670	15,320	822	822	822
	TOTAL SEWER MAINTENANCE	304,752	254,294	333,359	319,817	319,817	319,817
	TOTAL FUND EXPENDITURES	2,562,021	2,951,349	4,380,227	3,910,987	3,910,987	3,910,987

BUDGET NARRATIVE
Fiscal Year 2016-2017

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 (SDCs) 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.

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 \$23,441 as of June 30, 2015.

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 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>SEWER IMPROVEMENT SDC FUND</u>							
<u>MISCELLANEOUS REVENUE</u>							
031-000-45002	INTEREST EARNED	696	1,324	1,000	1,500	1,500	1,500
031-000-45007	IMPROVEMENT SDCS	121,874	168,385	43,515	104,090	104,090	104,090
	TOTAL MISCELLANEOUS REVENUE	122,570	169,709	44,515	105,590	105,590	105,590
<u>BEGINNING FUND BALANCE</u>							
031-000-49090	BEGINNING FUND BALANCE	104,305	194,198	294,353	513,247	513,247	513,247
	TOTAL BEGINNING FUND BALANCE	104,305	194,198	294,353	513,247	513,247	513,247
	TOTAL FUND REVENUE	226,875	363,907	338,868	618,837	618,837	618,837

CITY OF SILVERTON

EXPENDITURES

FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>SEWER IMPROVEMENT SDC FUND</u>							
<u>SEWER SYSTEM IMPROVEMENT</u>							
<u>CAPITAL OUTLAY:</u>							
031-031-81801	DEVELOPER SDC CREDITS	32,677	2,864	23,441	23,441	23,441	23,441
	TOTAL CAPITAL OUTLAY	32,677	2,864	23,441	23,441	23,441	23,441
<u>CONTINGENCY & RESERVES:</u>							
031-031-90001	CONTINGENCY	0	0	15,427	50,000	50,000	50,000
031-031-91301	RESERVE- SEWER CAPACITY IMP	0	0	300,000	545,396	545,396	545,396
	TOTAL CONTINGENCY & RESERVES	0	0	315,427	595,396	595,396	595,396
	TOTAL SEWER SYSTEM IMPROVEME	32,677	2,864	338,868	618,837	618,837	618,837
	TOTAL FUND EXPENDITURES	32,677	2,864	338,868	618,837	618,837	618,837

BUDGET NARRATIVE
Fiscal Year 2016-2017

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 (SDCs) 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 occupancy 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 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>SEWER REIMBURSEMENT SDC FUND</u>							
<u>MISCELLANEOUS REVENUE</u>							
032-000-45002	INTEREST EARNED	424	1,191	500	2,400	2,400	2,400
032-000-45009	REIMBURSEMENT SDCS	87,918	118,430	30,465	71,085	71,085	71,085
032-000-45111	SALE OF FIXED ASSETS	0	300,000	0	0	0	0
	TOTAL MISCELLANEOUS REVENUE	88,342	419,621	30,965	73,485	73,485	73,485
<u>BEGINNING FUND BALANCE</u>							
032-000-49090	BEGINNING FUND BALANCE	49,284	137,626	508,192	663,013	663,013	663,013
	TOTAL BEGINNING FUND BALANCE	49,284	137,626	508,192	663,013	663,013	663,013
	TOTAL FUND REVENUE	137,626	557,247	539,157	736,498	736,498	736,498

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>SEWER REIMBURSEMENT SDC FUND</u>							
<u>SEWER REIMBURSEMENT SDC</u>							
<u>CONTINGENCY & RESERVES:</u>							
032-032-90001	CONTINGENCY	0	0	539,157	736,498	736,498	736,498
	TOTAL CONTINGENCY & RESERVES	0	0	539,157	736,498	736,498	736,498
	TOTAL SEWER REIMBURSEMENT SD	0	0	539,157	736,498	736,498	736,498
	TOTAL FUND EXPENDITURES	0	0	539,157	736,498	736,498	736,498

BUDGET NARRATIVE
Fiscal Year 2016-2017

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. The reserve requirement is \$834,049. 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 for sewer customers.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>SEWER DEBT RESERVE FUND</u>							
<u>MISCELLANEOUS REVENUE</u>							
036-000-45002	INTEREST EARNED	5,063	5,149	4,900	4,900	4,900	4,900
	TOTAL MISCELLANEOUS REVENUE	5,063	5,149	4,900	4,900	4,900	4,900
<u>TRANSFERS IN</u>							
036-000-46017	TRANSFER FROM TRANSIENT TAX	64,152	76,625	65,000	89,954	89,954	89,954
	TOTAL TRANSFERS IN	64,152	76,625	65,000	89,954	89,954	89,954
<u>BEGINNING FUND BALANCE</u>							
036-000-49090	BEGINNING FUND BALANCE	930,093	999,307	1,064,335	1,168,749	1,168,749	1,168,749
	TOTAL BEGINNING FUND BALANCE	930,093	999,307	1,064,335	1,168,749	1,168,749	1,168,749
	TOTAL FUND REVENUE	999,307	1,081,081	1,134,235	1,263,603	1,263,603	1,263,603

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 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	1,134,235	1,263,603	1,263,603	1,263,603
	TOTAL CONTINGENCY & RESERVES	0	0	1,134,235	1,263,603	1,263,603	1,263,603
	TOTAL DEBT SERVICES	0	0	1,134,235	1,263,603	1,263,603	1,263,603
	TOTAL FUND EXPENDITURES	0	0	1,134,235	1,263,603	1,263,603	1,263,603

REVENUE BUDGET NARRATIVE
Fiscal Year 2016-2017

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. This budget includes the rate increase adopted by Council at the February 1, 2016 Council meeting and is effective on July 01, 2016.

The water fund currently carries a debt load of \$1,443,368 (as of June 30, 2015) 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 effective July 1, 2016 will be charged a base rate (based on meter size), a fixed fee (based on the number of users served by the meter) 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 2016-2017

	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>WATER FUND</u>						
<u>FEES AND PERMITS</u>						
040-000-42101	1,591,196	1,739,610	1,801,855	1,841,813	1,841,813	1,841,813
040-000-42102	929	2,882	0	0	0	0
040-000-42106	93	130	0	0	0	0
040-000-42140	33,850	6,750	10,000	5,500	5,500	5,500
TOTAL FEES AND PERMITS	1,626,067	1,749,373	1,811,855	1,847,313	1,847,313	1,847,313
<u>MISCELLANEOUS REVENUE</u>						
040-000-45002	3,896	4,296	2,500	3,800	3,800	3,800
040-000-45008	49,168	69,086	50,000	48,000	48,000	48,000
040-000-45010	18,570	21,229	5,000	18,900	18,900	18,900
040-000-45016	9,000	9,000	9,000	10,350	10,350	10,350
040-000-45019	442	2,112	0	0	0	0
TOTAL MISCELLANEOUS REVENUE	81,076	105,723	66,500	81,050	81,050	81,050
<u>OTHER FUNDING SOURCES</u>						
040-000-48090	1,663,000	0	0	0	0	0
TOTAL OTHER FUNDING SOURCES	1,663,000	0	0	0	0	0
<u>BEGINNING FUND BALANCE</u>						
040-000-49090	676,532	927,778	769,514	825,457	825,457	825,457
TOTAL BEGINNING FUND BALANCE	676,532	927,778	769,514	825,457	825,457	825,457
TOTAL FUND REVENUE	4,046,676	2,782,874	2,647,869	2,753,820	2,753,820	2,753,820

BUDGET NARRATIVE
Fiscal Year 2016-2017

FUND: WATER
DEPARTMENT: OPERATIONS

STAFF LEVEL 2017: 3.39 FTE
STAFF LEVEL 2016: 3.05 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 million gallons (MG) by Water Quality Division staff. This division is responsible for treatment of drinking water. The Water Quality Division annually treats over 510 MGs of drinking and firefighting water for the City's residential, commercial, and industrial customers.

Personnel

<u>Title</u>	2016 <u>FTE</u>	2017 <u>FTE</u>	FTE <u>Change</u>
Public Works Director	0.49	0.49	
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 – part-time	0.00	0.34	
Water/Sewer Operator II	<u>0.97</u>	<u>0.97</u>	
Total	3.05	3.39	<u>0.34</u>

Budget Comments

Account #61022 maintains: Abiqua intake \$2,000, Silver Creek intake \$1,000, WTP Plant #1 mixer \$1,000, WTP Plant #2 clarifier drive & rack assembly \$1,000, chemical feed pump \$1,000, hypochlorite generator \$1,000, anthracite filter material \$2,000, SCADA \$7,000, cathodic system 2MG reservoir \$1,000, 1.5MG clear water dive inspection and cleaning \$7,500, WTP transducer calibration and maintenance \$3,000, and emergency generator \$1,500, and Edison Road pump station \$1,000.

Account #61059 covers PLC programming services \$10,000, industrial electrician service \$5,000, Silver Creek Dam mailer printing and \$1,000 for minor costs related to hearing tests, shredding and copier costs.

Account #62525 covers lab regents and testing supplies \$2,500 and chemicals for water treatment \$32,500.

Account #81003 two pipe elbows in the high-level pump station \$10,000; WTP intake waste valve \$5,500; fluoride feeder \$50,000, and Silver Creek pump #2 replacement \$30,000.

Account #85003 Abiqua Creek USGS flow gauging station new intake facility \$6,000.

Accomplishments

Replaced the 2001 hypochlorite generator and repaired the leak in the sodium hydroxide chemical storage tank. Added a new layer of anthracite filter media to Plant # 2 to help control taste and odor of the treated water.

Major Issues to be Resolved in the Next 5 Years

Complete projects identified in the updated Capital Improvement Plan, including the Water Treatment Plant Facility Study, currently underway.

CITY OF SILVERTON

EXPENDITURES
FISCAL YEAR 2016-2017

	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>WATER FUND</u>						
<u>WATER QUALITY OPERATIONS</u>						
<u>PERSONNEL SERVICES:</u>						
040-040-51001	FULL TIME SALARIES	152,697	164,887	192,022	231,231	231,231
040-040-51003	WORKERS COMP INS	4,922	4,961	6,138	7,537	7,537
040-040-51004	SOCIAL SECURITY/MEDICARE	11,764	12,217	14,914	17,911	17,911
040-040-51005	HEALTH INSURANCE	34,772	33,597	40,578	60,108	60,108
040-040-51006	LIFE/ DISABILITY INS	468	510	622	816	816
040-040-51007	PERS RETIREMENT	30,816	32,074	40,439	48,799	48,799
040-040-51009	OVERTIME SALARIES	2,613	2,366	2,930	2,901	2,901
	TOTAL PERSONNEL SERVICES	238,053	250,612	297,643	369,303	369,303
<u>MATERIALS AND SERVICES:</u>						
040-040-61001	OFFICE SUPPLIES	2,321	2,596	2,500	2,600	2,600
040-040-61002	PUBLICATIONS	29	29	100	100	100
040-040-61003	ADVERTISING EXPENSE	244	98	300	150	150
040-040-61004	COMMUNICATION EXPENSE	8,206	12,680	12,320	12,000	12,000
040-040-61005	POSTAGE & FREIGHT	10,107	7,711	12,000	12,000	12,000
040-040-61006	GAS/ELECTRIC EXPENSE	51,844	49,212	55,000	58,000	58,000
040-040-61009	PERMIT FEES	2,858	1,422	2,350	2,000	2,000
040-040-61015	TRAVEL, TRAINING & MEETINGS	1,919	1,037	3,650	2,500	2,500
040-040-61016	DUES & MEMBERSHIPS	544	653	1,175	1,200	1,200
040-040-61022	EQUIPMENT MAINTENANCE	18,007	8,492	30,000	30,000	30,000
040-040-61024	VEHICLE EXPENSE	235	53	500	500	500
040-040-61030	FUEL EXPENSES	1,460	1,109	1,500	1,500	1,500
040-040-61031	RECORDING FEES	0	41	0	0	0
040-040-61042	SAFETY EQ/ PROT CLTHNG	120	154	600	250	250
040-040-61043	BUILDING/ GROUNDS MAINTENANCE	927	2,860	3,500	2,500	2,500
040-040-61044	SMALL TOOLS	691	412	600	600	600
040-040-61045	EQUIPMENT RENTAL	1,944	983	2,000	2,000	2,000
040-040-61055	WATER RESERVOIR MAINTENANCE	521	86	2,300	1,500	1,500
040-040-61059	CONTRACTED SERVICES	18,599	12,435	16,320	16,500	16,500
040-040-61063	PROPERTY TAXES	994	1,012	1,000	1,100	1,100
040-040-61079	BANK & CHARGE CARD FEES	3,059	6,153	4,800	6,200	6,200
040-040-62525	LAB/CHEMICAL SUPPLIES	28,127	33,320	32,000	35,000	35,000
040-040-62538	ABIQUA DAM MAINTENANCE	0	0	2,000	500	500
040-040-62560	WATER TESTS	8,888	6,781	9,000	9,000	9,000
040-040-62573	MISCELLANEOUS EXPENSE	184	7	100	100	100
040-040-71000	MINOR EQUIPMENT	507	877	1,100	1,000	1,000
040-040-71009	SOFTWARE	50	25	0	500	500
	TOTAL MATERIALS AND SERVICES	162,383	150,238	196,715	199,300	199,300
<u>CAPITAL OUTLAY:</u>						
040-040-81003	CAPITAL - REPLACEMENT	1,179	6,583	118,000	65,500	95,500
040-040-85003	CAPITAL - NEW	0	0	0	6,000	6,000
	TOTAL CAPITAL OUTLAY	1,179	6,583	118,000	71,500	101,500
<u>CONTINGENCY & RESERVES:</u>						
040-040-90001	CONTINGENCY	0	0	231,723	267,401	237,401
040-040-91009	RESERVE FOR DEBT SERVICE	0	0	193,726	193,726	193,726
040-040-91702	RESERVE - FUTURE EXPENDITURE	0	0	19,268	29,268	29,268
	TOTAL CONTINGENCY & RESERVES	0	0	444,717	490,395	460,395
<u>TRANSFERS OUT:</u>						
040-040-95001	TRANSFER TO GENERAL FUND	412,918	439,570	448,403	462,154	462,154
040-040-95050	TRANSFER TO DEBT SERVICE	20,238	20,590	20,192	21,894	21,894
040-040-95207	TRANS TO DAM WARN SYS PROJ	0	35,513	0	0	0
040-040-95340	TRANSFER TO WATER CIP FUND	74,500	250,206	425,000	425,000	425,000
040-040-95600	TRANSFER TO FLEET REPLACEMENT	16,800	45,765	46,305	65,765	65,765
040-040-95610	TRANSFER TO MAJOR EQUIP REP	12,000	20,413	20,413	20,413	20,413
	TOTAL TRANSFERS OUT	536,456	812,057	960,313	995,226	995,226



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CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2016-2017

		2013-2014	2014-2015	2015-2016	2016-2017	2016-2017	2016-2017
		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	1,662,670	0	0	0	0	0
040-040-96023	USDA 1997 BOND - INTEREST	34,643	0	0	0	0	0
040-040-96024	CITIZENS BANK LOAN - PRINCIPAL	72,056	147,576	151,534	156,114	156,114	156,114
040-040-96025	CITIZENS BANK LOAN - INTEREST	24,806	46,149	42,192	37,612	37,612	37,612
TOTAL DEBT SERVICE		1,794,176	193,725	193,726	193,726	193,726	193,726
TOTAL WATER QUALITY OPERATION		2,732,247	1,413,215	2,211,114	2,319,450	2,319,450	2,319,450

BUDGET NARRATIVE
Fiscal Year 2016-2017

FUND: WATER
DEPARTMENT: MAINTENANCE

STAFF LEVEL 2017: 3.61 FTE
STAFF LEVEL 2016: 3.61 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>2016</u> <u>FTE</u>	<u>2017</u> <u>FTE</u>	<u>FTE</u> <u>Change</u>
Maintenance Division Supervisor	0.40	0.40	
Admin Assistant I - PW	0.36	0.36	
Utility Worker I	1.23	1.23	
Utility Worker II	0.81	0.81	
Utility Worker III (Lead)	0.41	0.41	
Utility Worker III/ Mechanic	<u>0.40</u>	<u>0.40</u>	
Total	3.61	3.61	<u>0.00</u>

Budget Comments

Account #61022 includes multiple equipment repairs.

Account #61024 includes multiple vehicle repairs.

Account #61059 includes Iworq's contract \$600, locate ticket program \$200, compound meter testing \$2,000, pressure regulating valve services \$2,000, and remainder of funds for hearing tests, Bio-Med services, annual fire extinguisher services and unforeseen contracted services.

Account #71000 includes Schonstedt locator, two (2) portable generators, safety cones, and barricades (shared expense) \$2,600.

Account #61051 covers meters for new homes, and replacement meters to convert all meters to be radio read within three years.

Account #81003 includes dechlorinating machine for hydrant flushing \$1,200 and utility crew computer replacement (shared expense) \$955.

Accomplishments

- The Maintenance Division continued the annual fire hydrant and water main flushing, which allows the Division to move forward on preventive maintenance tasks.
- Installed electronic read water meters during the 2015-16 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 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
WATER FUND							
WATER MAINTENANCE							
PERSONNEL SERVICES:							
040-045-51001	FULL TIME SALARIES	170,597	157,203	155,617	151,430	151,430	151,430
040-045-51002	PART TIME SALARIES	10,243	11,645	11,461	14,793	14,793	14,793
040-045-51003	WORKERS COMP INS	6,926	5,953	9,010	8,389	8,389	8,389
040-045-51004	SOCIAL SECURITY/MEDICARE	13,777	12,885	13,311	13,122	13,122	13,122
040-045-51005	HEALTH INSURANCE	54,484	54,301	60,913	56,149	56,149	56,149
040-045-51006	LIFE/ DISABILITY INS	768	730	851	804	804	804
040-045-51007	PERS RETIREMENT	32,838	29,706	35,233	34,401	34,401	34,401
040-045-51009	OVERTIME SALARIES	4,405	2,417	5,744	5,302	5,302	5,302
	TOTAL PERSONNEL SERVICES	294,038	274,840	292,140	284,390	284,390	284,390
MATERIALS AND SERVICES:							
040-045-61001	OFFICE SUPPLIES	725	625	1,000	900	900	900
040-045-61002	PUBLICATIONS	0	8	50	50	50	50
040-045-61003	ADVERTISING EXPENSE	0	0	50	50	50	50
040-045-61004	COMMUNICATION EXPENSE	2,678	3,912	4,000	4,000	4,000	4,000
040-045-61005	POSTAGE & FREIGHT	141	152	500	400	400	400
040-045-61006	GAS/ELECTRIC EXPENSE	1,678	1,324	1,000	1,400	1,400	1,400
040-045-61009	PERMIT FEES	25	0	100	200	200	200
040-045-61015	TRAVEL, TRAINING & MEETINGS	374	2,308	3,500	3,500	3,500	3,500
040-045-61016	DUES & MEMBERSHIPS	372	578	1,000	1,000	1,000	1,000
040-045-61022	EQUIPMENT MAINTENANCE	7,378	3,904	5,800	5,800	5,800	5,800
040-045-61024	VEHICLE EXPENSE	2,392	2,321	4,175	3,600	3,600	3,600
040-045-61030	FUEL EXPENSES	5,112	4,291	7,500	7,500	7,500	7,500
040-045-61031	RECORDING FEES	36	313	200	200	200	200
040-045-61039	TRAFFIC CONTROL SUPPLIES	0	0	100	100	100	100
040-045-61042	SAFETY EQP/ PROT CLTHNG	1,305	845	1,500	3,225	3,225	3,225
040-045-61043	BUILDING/ GROUNDS MAINTENANCE	303	934	2,700	2,000	2,000	2,000
040-045-61044	SMALL TOOLS	279	222	500	500	500	500
040-045-61045	EQUIPMENT RENTAL	514	544	600	600	600	600
040-045-61049	WATER SYSTEM MAINTENANCE	12,220	6,209	15,000	15,000	15,000	15,000
040-045-61051	WATER METER PROGRAM	45,446	48,564	70,000	85,000	85,000	85,000
040-045-61059	CONTRACTED SERVICES	5,438	6,743	11,000	5,000	5,000	5,000
040-045-62539	SILVER CREEK DAM MAINT	939	1,136	2,500	2,500	2,500	2,500
040-045-62573	MISCELLANEOUS EXPENSE	120	4	100	100	100	100
040-045-71000	MINOR EQUIPMENT	365	576	2,000	2,600	2,600	2,600
040-045-71009	SOFTWARE	536	3,143	3,000	2,600	2,600	2,600
	TOTAL MATERIALS AND SERVICES	88,374	88,656	137,875	147,825	147,825	147,825
CAPITAL OUTLAY:							
040-045-81003	CAPITAL - REPLACEMENT	1,846	2,715	6,420	2,155	2,155	2,155
040-045-85003	CAPITAL - NEW	10,639	900	320	0	0	0
	TOTAL CAPITAL OUTLAY	12,486	3,615	6,740	2,155	2,155	2,155
	TOTAL WATER MAINTENANCE	394,898	367,110	436,755	434,370	434,370	434,370
	TOTAL FUND EXPENDITURES	3,127,145	1,780,325	2,647,869	2,753,820	2,753,820	2,753,820

BUDGET NARRATIVE
Fiscal Year 2016-2017

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 (SDCs) 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, 2015 was \$129,050.

Budget Comments

Account #81801 provides for credits to developers that make offsite public improvements or oversized improvements benefiting the system and approved by City Council.

Account #95340 is a transfer to the Water Capital Project Fund for 56% of the costs for the construction of the Silver Creek Pipeline that was not completed in the 2015-2016 fiscal year, and 38% of the second supply to Anderson PRV zone.

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 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>WATER IMPROVEMENT SDC FUND</u>							
<u>MISCELLANEOUS REVENUE</u>							
041-000-45002	INTEREST EARNED	4,419	5,220	4,000	4,000	4,000	4,000
041-000-45007	IMPROVEMENT SDCS	162,362	242,958	58,770	140,560	140,560	140,560
	TOTAL MISCELLANEOUS REVENUE	166,781	248,178	62,770	144,560	144,560	144,560
<u>TRANSFERS IN</u>							
041-000-46042	TRANS FROM WATER REIMB SDC	30,000	0	0	0	0	0
	TOTAL TRANSFERS IN	30,000	0	0	0	0	0
<u>BEGINNING FUND BALANCE</u>							
041-000-49090	BEGINNING FUND BALANCE	761,707	934,390	1,160,836	1,258,265	1,258,265	1,258,265
	TOTAL BEGINNING FUND BALANCE	761,707	934,390	1,160,836	1,258,265	1,258,265	1,258,265
	TOTAL FUND REVENUE	958,489	1,182,569	1,223,606	1,402,825	1,402,825	1,402,825

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>WATER IMPROVEMENT SDC FUND</u>							
<u>WATER SYSTEM IMPROVEMENT</u>							
<u>CAPITAL OUTLAY:</u>							
041-041-81801	DEVELOPER SDC CREDITS	19,098	0	129,050	129,050	129,050	129,050
	TOTAL CAPITAL OUTLAY	19,098	0	129,050	129,050	129,050	129,050
<u>CONTINGENCY & RESERVES:</u>							
041-041-90001	CONTINGENCY	0	0	722,956	1,228,175	1,228,175	1,228,175
	TOTAL CONTINGENCY & RESERVES	0	0	722,956	1,228,175	1,228,175	1,228,175
<u>TRANSFERS OUT:</u>							
041-041-95340	TRANSFER TO WATER CIP FUND	5,000	0	371,600	45,600	45,600	45,600
	TOTAL TRANSFERS OUT	5,000	0	371,600	45,600	45,600	45,600
	TOTAL WATER SYSTEM IMPROVEME	24,098	0	1,223,606	1,402,825	1,402,825	1,402,825
	TOTAL FUND EXPENDITURES	24,098	0	1,223,606	1,402,825	1,402,825	1,402,825

BUDGET NARRATIVE
Fiscal Year 2016-2017

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 (SDCs) collected from new development is the primary revenue of this fund.

Budget Comments

Account #95073 is a transfer to help with the unfunded debt related to the WEVP lid project bonds.

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 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>WATER REIMBURSEMENT SDC FUND</u>							
<u>MISCELLANEOUS REVENUE</u>							
042-000-45002	INTEREST EARNED	480	890	500	1,000	1,000	1,000
042-000-45009	REIMBURSEMENT SDCS	65,294	106,090	22,125	51,625	51,625	51,625
	TOTAL MISCELLANEOUS REVENUE	65,774	106,979	22,625	52,625	52,625	52,625
<u>BEGINNING FUND BALANCE</u>							
042-000-49090	BEGINNING FUND BALANCE	95,717	131,491	199,016	315,909	315,909	315,909
	TOTAL BEGINNING FUND BALANCE	95,717	131,491	199,016	315,909	315,909	315,909
	TOTAL FUND REVENUE	161,491	238,470	221,641	368,534	368,534	368,534

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>WATER REIMBURSEMENT SDC FUND</u>							
<u>WATER REIMBURSEMENT SDC'S</u>							
<u>CONTINGENCY & RESERVES:</u>							
042-042-90001	CONTINGENCY	0	0	96,641	243,534	243,534	243,534
	TOTAL CONTINGENCY & RESERVES	0	0	96,641	243,534	243,534	243,534
<u>TRANSFERS OUT:</u>							
042-042-95041	TRANSFER TO WATER IMP SDC	30,000	0	0	0	0	0
042-042-95073	TRANSFER TO ASSESSMENT	0	0	125,000	125,000	125,000	125,000
	TOTAL TRANSFERS OUT	30,000	0	125,000	125,000	125,000	125,000
	TOTAL WATER REIMBURSEMENT SD	30,000	0	221,641	368,534	368,534	368,534
	TOTAL FUND EXPENDITURES	30,000	0	221,641	368,534	368,534	368,534

BUDGET NARRATIVE
Fiscal Year 2016-2017

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 \$ 76,983 to cover the debt payment. 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 was December 1, 2010 for interest only. Payments are made in 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, 2015 was \$360,000.

Fiscal year 2016-2017 will be the last year property taxes will be levied to pay this debt as it will be paid in full June 1, 2017.

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>
2015-2016	\$ 265,000	\$ 10,800	\$ 275,800
2016-2017	<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 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>GO DEBT SERVICE FUND</u>							
<u>PROPERTY TAXES</u>							
050-000-40001	PROPERTY TAXES CURRENT	211,002	241,920	274,475	71,594	71,594	71,594
050-000-40002	PROPERTY TAXES DELINQUENT	10,797	7,004	3,500	3,500	3,500	3,500
	TOTAL PROPERTY TAXES	221,799	248,924	277,975	75,094	75,094	75,094
<u>MISCELLANEOUS REVENUE</u>							
050-000-45002	INTEREST EARNED	1,742	1,259	500	100	100	100
050-000-45019	MISCELLANEOUS REVENUE	11	66	0	0	0	0
	TOTAL MISCELLANEOUS REVENUE	1,753	1,325	500	100	100	100
<u>BEGINNING FUND BALANCE</u>							
050-000-49090	BEGINNING FUND BALANCE	73,945	37,147	10,000	22,666	22,666	22,666
	TOTAL BEGINNING FUND BALANCE	73,945	37,147	10,000	22,666	22,666	22,666
	TOTAL FUND REVENUE	297,497	287,396	288,475	97,860	97,860	97,860

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 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	0	0	0
	TOTAL CONTINGENCY & RESERVES	0	0	12,675	0	0	0
<u>DEBT SERVICE:</u>							
050-050-97007	GO REFUNDING BONDS 2010 - PRIN	235,000	250,000	265,000	95,000	95,000	95,000
050-050-97008	GO REFUNDING BONDS 2010 - INT	25,350	18,300	10,800	2,860	2,860	2,860
	TOTAL DEBT SERVICE	260,350	268,300	275,800	97,860	97,860	97,860
	TOTAL GO DEBT SERVICE	260,350	268,300	288,475	97,860	97,860	97,860
	TOTAL FUND EXPENDITURES	260,350	268,300	288,475	97,860	97,860	97,860

BUDGET NARRATIVE
Fiscal Year 2016-2017

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 the Public Employees Retirement System (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 in 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, 2015 was \$1,484,704.

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>
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
2020-21	6.85%	06/01/2021	130,000	89,735	219,735
Remaining	various	06/01	<u>1,180,001</u>	<u>458,916</u>	<u>1,638,917</u>
Total			\$1,453,731	\$1,190,713	\$2,644,444

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>DEBT SERVICE FUND</u>							
<u>MISCELLANEOUS REVENUE</u>							
051-000-45002	INTEREST EARNED	418	471	300	400	400	400
	TOTAL MISCELLANEOUS REVENUE	418	471	300	400	400	400
<u>TRANSFERS IN</u>							
051-000-46010	TRANSFER FROM GENERAL FUND	104,183	108,884	114,657	116,564	116,564	116,564
051-000-46011	TRANSFER FROM ELEC INSPECTION	125	127	129	129	129	129
051-000-46012	TRANSFER FROM BUILDING OP	376	508	4,713	6,129	6,129	6,129
051-000-46013	TRANSFER FROM TRANSPORTATION	3,446	2,597	3,020	3,290	3,290	3,290
051-000-46020	TRANSFER FROM STREET	6,269	6,487	6,298	6,316	6,316	6,316
051-000-46030	TRANSFER FROM SEWER	26,813	27,815	27,439	27,128	27,128	27,128
051-000-46040	TRANSFER FROM WATER	20,238	20,590	20,192	21,894	21,894	21,894
	TOTAL TRANSFERS IN	161,450	167,008	176,448	181,450	181,450	181,450
<u>BEGINNING FUND BALANCE</u>							
051-000-49090	BEGINNING FUND BALANCE	11,990	12,411	13,321	13,882	13,882	13,882
	TOTAL BEGINNING FUND BALANCE	11,990	12,411	13,321	13,882	13,882	13,882
	TOTAL FUND REVENUE	173,859	179,890	190,069	195,732	195,732	195,732

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>DEBT SERVICE FUND</u>							
<u>DEBT SERVICES</u>							
<u>CONTINGENCY & RESERVES:</u>							
051-051-90001	CONTINGENCY	0	0	13,621	14,282	14,282	14,282
	TOTAL CONTINGENCY & RESERVES	0	0	13,621	14,282	14,282	14,282
<u>DEBT SERVICE:</u>							
051-051-97011	PERS BOND - PRINCIPAL	30,290	29,723	30,974	30,320	30,320	30,320
051-051-97012	PERS BOND - INTEREST	131,158	136,725	145,474	151,130	151,130	151,130
	TOTAL DEBT SERVICE	161,448	166,448	176,448	181,450	181,450	181,450
	TOTAL DEBT SERVICES	161,448	166,448	190,069	195,732	195,732	195,732
	TOTAL FUND EXPENDITURES	161,448	166,448	190,069	195,732	195,732	195,732

REVENUE BUDGET NARRATIVE
Fiscal Year 2016-2017

FUND: BUILDING CAPITAL IMPROVEMENT RESERVE

Program Description/Mission

This fund was reviewed June 16, 2014 by City Council and 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 or discontinue 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

A portion of these resources are expected to be used when the new Civic Center is approved. These funds will be needed to cover costs to renovate the current City Hall if the police is the only department to move to the new Civic Center. Part of this fund can be used to help with construction costs related to the Civic Center also.

Account #81001 is a place holder in case a major building cost for City Hall is necessary.

**CITY OF SILVERTON
REVENUES
FISCAL YEAR 2016-2017**

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>BUILDING CAPITAL IMP RESERVE</u>							
<u>MISCELLANEOUS REVENUE</u>							
061-000-45002	INTEREST EARNED	2,038	2,542	1,900	2,500	2,500	2,500
	TOTAL MISCELLANEOUS REVENUE	2,038	2,542	1,900	2,500	2,500	2,500
<u>TRANSFERS IN</u>							
061-000-46010	TRANSFER FROM GENERAL FUND	50,000	200,000	200,000	200,000	200,000	200,000
	TOTAL TRANSFERS IN	50,000	200,000	200,000	200,000	200,000	200,000
<u>BEGINNING FUND BALANCE</u>							
061-000-49090	BEGINNING FUND BALANCE	358,946	410,984	612,884	826,527	826,527	826,527
	TOTAL BEGINNING FUND BALANCE	358,946	410,984	612,884	826,527	826,527	826,527
	TOTAL FUND REVENUE	410,984	613,527	814,784	1,029,027	1,029,027	1,029,027

**CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2016-2017**

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>BUILDING CAPITAL IMP RESERVE</u>							
<u>BUILDING CAPITAL PROJECTS</u>							
<u>CAPITAL OUTLAY:</u>							
061-100-81001	BUILDING IMPROVEMENTS	0	0	50,000	50,000	50,000	50,000
	TOTAL CAPITAL OUTLAY	0	0	50,000	50,000	50,000	50,000
<u>CONTINGENCY & RESERVES:</u>							
061-100-90001	CONTINGENCY	0	0	764,784	979,027	979,027	979,027
	TOTAL CONTINGENCY & RESERVES	0	0	764,784	979,027	979,027	979,027
	TOTAL BUILDING CAPITAL PROJECTS	0	0	814,784	1,029,027	1,029,027	1,029,027
	TOTAL FUND EXPENDITURES	0	0	814,784	1,029,027	1,029,027	1,029,027

BUDGET NARRATIVE
Fiscal Year 2016-2017

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 (does not include contingency and reserves). The proposed General Fund operating expenditures for the fiscal year (FY) 2016-2017 Budget is \$5.6 million, which means a fully funded reserve for this fiscal year would require a set aside of \$847,258. The current budgeted amount is \$267,779 or 32% of the desired funding for the reserve.

This year a transfer to the Civic Building Project Fund of \$600,000 is budgeted to provide part of the resources to purchase the chosen site.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>GENERAL OPERATING RESERVE</u>							
<u>MISCELLANEOUS REVENUE</u>							
062-000-45002	INTEREST EARNED	3,677	3,808	3,500	3,000	3,000	3,000
062-000-45019	MISCELLANEOUS REVENUE	0	10,104	0	0	0	0
	TOTAL MISCELLANEOUS REVENUE	3,677	13,912	3,500	3,000	3,000	3,000
<u>TRANSFERS IN</u>							
062-000-46010	TRANSFER FROM GENERAL FUND	100,000	0	0	100,000	100,000	100,000
	TOTAL TRANSFERS IN	100,000	0	0	100,000	100,000	100,000
<u>BEGINNING FUND BALANCE</u>							
062-000-49090	BEGINNING FUND BALANCE	643,340	747,017	750,517	764,779	764,779	764,779
	TOTAL BEGINNING FUND BALANCE	643,340	747,017	750,517	764,779	764,779	764,779
	TOTAL FUND REVENUE	747,017	760,929	754,017	867,779	867,779	867,779

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>GENERAL OPERATING RESERVE</u>							
<u>GENERAL RESERVES</u>							
<u>CONTINGENCY & RESERVES:</u>							
062-100-90001	CONTINGENCY	0	0	250,000	267,779	267,779	267,779
062-100-91733	RESERVE - OPERATIONS	0	0	504,017	0	0	0
	TOTAL CONTINGENCY & RESERVES	0	0	754,017	267,779	267,779	267,779
<u>TRANSFERS OUT:</u>							
062-100-95225	TRANSFER TO CIVIC BLDG PROJECT	0	0	0	600,000	600,000	600,000
	TOTAL TRANSFERS OUT	0	0	0	600,000	600,000	600,000
	TOTAL GENERAL RESERVES	0	0	754,017	867,779	867,779	867,779
	TOTAL FUND EXPENDITURES	0	0	754,017	867,779	867,779	867,779

REVENUE BUDGET NARRATIVE
Fiscal Year 2016-2017

FUND: PARKS FEE

STAFF LEVEL 2017: 0.48 FTE
STAFF LEVEL 2016: 0.48 FTE

Program Description/Mission

Fiscal Year 2016-2017 will be the fourth 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. Per Resolution No. 16-06, the monthly Park Fee will be adjusted every July 1 by the CPI-U Portland-Salem annual average for the prior calendar year. Effective July 1, 2016, the fee will be \$1.52. The Park Fee pays costs associated with construction, maintenance and operation of City owned parks and marine parks.

Personnel

<u>Title</u>	2016 <u>FTE</u>	2017 <u>FTE</u>	FTE <u>Change</u>
Parks Maintenance Worker (Seasonal)	0.48	0.48	0.00

Budget Comments

Account #61043 includes funds for park maintenance.
Account #61059 includes Skate & Dog park port-a-pot \$2,000.
Account #85001 includes construction of final phase of Old Mill Park alteration \$25,000.

Accomplishments

Benches installed at Westfield Dog Park.
Completed Coolidge McClaine modular restroom.

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 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>PARKS FEE FUND</u>							
<u>FEES AND PERMITS</u>							
070-000-42170	PARKS FEE	63,187	69,990	69,000	69,000	69,000	69,000
	TOTAL FEES AND PERMITS	63,187	69,990	69,000	69,000	69,000	69,000
<u>MISCELLANEOUS REVENUE</u>							
070-000-45002	INTEREST EARNED	108	437	250	400	400	400
	TOTAL MISCELLANEOUS REVENUE	108	437	250	400	400	400
<u>TRANSFERS IN</u>							
070-000-46224	TRANSFER FROM FALLEN HEROES P	0	0	0	4,775	4,775	4,775
	TOTAL TRANSFERS IN	0	0	0	4,775	4,775	4,775
<u>BEGINNING FUND BALANCE</u>							
070-000-49090	BEGINNING FUND BALANCE	0	60,414	123,151	14,325	14,325	14,325
	TOTAL BEGINNING FUND BALANCE	0	60,414	123,151	14,325	14,325	14,325
	TOTAL FUND REVENUE	63,296	130,842	192,401	88,500	88,500	88,500

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>PARKS FEE FUND</u>							
<u>PARKS MAINTENANCE FEE PROGRAM</u>							
<u>MATERIALS AND SERVICES:</u>							
070-070-61034	LANDSCAPE SUPPLIES	1,977	710	2,000	2,000	2,000	2,000
070-070-61035	FALLEN HEROES MEMORIAL	0	0	0	4,775	4,775	4,775
070-070-61042	SAFETY EQP/ PROT CLTHNG	0	0	200	200	200	200
070-070-61043	BUILDING/ GROUNDS MAINTENANCE	904	4,327	3,300	3,300	3,300	3,300
070-070-61044	SMALL TOOLS	0	0	500	5,000	5,000	5,000
070-070-61059	CONTRACTED SERVICES	0	0	2,800	3,000	3,000	3,000
	TOTAL MATERIALS AND SERVICES	2,881	5,037	8,800	18,275	18,275	18,275
<u>CAPITAL OUTLAY:</u>							
070-070-85001	PARKS IMPROVEMENT	0	27,180	183,601	70,225	70,225	70,225
	TOTAL CAPITAL OUTLAY	0	27,180	183,601	70,225	70,225	70,225
	TOTAL PARKS MAINTENANCE FEE P	2,881	32,216	192,401	88,500	88,500	88,500
	TOTAL FUND EXPENDITURES	2,881	32,216	192,401	88,500	88,500	88,500

REVENUE BUDGET NARRATIVE
Fiscal Year 2016-2017

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 Park System Development Charges (SDCs) 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 SDCs. The 2008 Park and Recreation Master Plan is the planning document for this budget.

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 2016-2017

	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
PARKS & REC IMPROVE SDC FUND						
INTERGOVERNMENTAL						
072-000-43175	GRANTS- CAPITAL IMPROVEMENTS	62,702	0	0	0	0
	TOTAL INTERGOVERNMENTAL	62,702	0	0	0	0
MISCELLANEOUS REVENUE						
072-000-45002	INTEREST EARNED	1,329	2,240	1,000	1,500	1,500
072-000-45007	IMPROVEMENT SDCS	191,714	274,862	71,490	170,975	170,975
072-000-45010	DONATIONS - PARK	600	1,000	0	0	0
072-000-45018	DONATIONS - SKATE PARK	0	525	0	0	0
	TOTAL MISCELLANEOUS REVENUE	193,643	278,627	72,490	172,475	172,475
BEGINNING FUND BALANCE						
072-000-49090	BEGINNING FUND BALANCE	242,084	339,647	492,865	812,718	812,718
	TOTAL BEGINNING FUND BALANCE	242,084	339,647	492,865	812,718	812,718
	TOTAL FUND REVENUE	498,429	618,274	565,355	985,193	985,193

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2016-2017

	2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
PARKS & REC IMPROVE SDC FUND						
PARKS AND RECREATION						
CAPITAL OUTLAY:						
072-072-81040	PARK CAPACITY IMPROVEMENT	158,782	3,430	490,355	910,193	910,193
	TOTAL CAPITAL OUTLAY	158,782	3,430	490,355	910,193	910,193
CONTINGENCY & RESERVES:						
072-072-90001	CONTINGENCY	0	0	75,000	75,000	75,000
	TOTAL CONTINGENCY & RESERVES	0	0	75,000	75,000	75,000
TRANSFERS OUT:						
072-072-95372	TRANSFER TO PARK CIP FUND	0	7,731	0	0	0
	TOTAL TRANSFERS OUT	0	7,731	0	0	0
	TOTAL PARKS AND RECREATION	158,782	11,161	565,355	985,193	985,193
	TOTAL FUND EXPENDITURES	158,782	11,161	565,355	985,193	985,193

BUDGET NARRATIVE
Fiscal Year 2016-2017

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 (OECD) 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. The addition payment in 2013-2014 and 2015-2016 will have saved \$227,595.38 in interest costs and reduced the term by 5 years. An additional \$99,642 was paid towards principal in the 2015-2016 fiscal year. An additional \$125,000 is scheduled to be paid in fiscal year 2016-2017. The unpaid balance as of June 30, 2015 was \$ 559,172.

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

<u>Tax Year</u>	<u>Principal Required</u>	<u>Interest Required</u>	<u>Total Required</u>
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	<u>32,619</u>	<u>1,509</u>	<u>34,128</u>
Total	\$ 411,780	\$ 115,005	\$ 526,785

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
ASSESSMENT FUND							
MISCELLANEOUS REVENUE							
073-000-45002	INTEREST EARNED	2,195	1,538	1,100	900	900	900
073-000-45019	MISCELLANEOUS REVENUE	0	0	0	600	600	600
073-000-45022	ASSESSMENT - PRINCIPAL	61,132	61,051	38,800	33,000	33,000	33,000
073-000-45023	ASSESSMENT - INTEREST	27,017	25,059	20,000	15,000	15,000	15,000
073-000-45153	ASSESSMENTS - WEVP PROJECT	14,775	2,089	1,103	0	0	0
073-000-45155	ASSESSMENTS - AMES ST IMP	1,172	350	0	0	0	0
	TOTAL MISCELLANEOUS REVENUE	106,290	90,087	61,003	49,500	49,500	49,500
TRANSFERS IN							
073-000-46042	TRANSFER FROM WATER REIMB SD	0	0	125,000	125,000	125,000	125,000
	TOTAL TRANSFERS IN	0	0	125,000	125,000	125,000	125,000
BEGINNING FUND BALANCE							
073-000-49090	BEGINNING FUND BALANCE	590,174	310,786	317,452	218,646	218,646	218,646
	TOTAL BEGINNING FUND BALANCE	590,174	310,786	317,452	218,646	218,646	218,646
	TOTAL FUND REVENUE	696,464	400,873	503,455	393,146	393,146	393,146

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
ASSESSMENT FUND							
ASSESSMENTS							
MATERIALS AND SERVICES:							
073-073-61058	LEGAL SERVICES	0	0	6,000	6,000	6,000	6,000
	TOTAL MATERIALS AND SERVICES	0	0	6,000	6,000	6,000	6,000
CONTINGENCY & RESERVES:							
073-073-90001	CONTINGENCY	0	0	200,011	191,303	191,303	191,303
	TOTAL CONTINGENCY & RESERVES	0	0	200,011	191,303	191,303	191,303
DEBT SERVICE:							
073-073-96030	WEVP WATER PROJ BOND- PRIN	343,217	42,450	272,748	173,057	173,057	173,057
073-073-96031	WEVP WATER PROJ BOND- INT	42,461	26,394	24,696	22,786	22,786	22,786
	TOTAL DEBT SERVICE	385,678	68,844	297,444	195,843	195,843	195,843
	TOTAL ASSESSMENTS	385,678	68,844	503,455	393,146	393,146	393,146
	TOTAL FUND EXPENDITURES	385,678	68,844	503,455	393,146	393,146	393,146

BUDGET NARRATIVE
Fiscal Year 2016-2017

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, 2015 with a balance of \$ 33,785.

The total loans outstanding for both programs as of June 30, 2015 totaled \$629,908.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>CDBG HOUSING REHAB FUND</u>							
<u>MISCELLANEOUS REVENUE</u>							
080-000-45002	INTEREST EARNED	1,922	2,037	1,300	1,500	1,500	1,500
080-000-45055	LOAN RE-PAYMENTS	23,801	45,775	0	0	0	0
080-000-45056	FACADE LOAN REPAYMENTS	12,884	15,747	11,500	11,500	11,500	11,500
080-000-45057	LOAN INTEREST EARNED	830	1,486	825	1,680	1,680	1,680
	TOTAL MISCELLANEOUS REVENUE	39,437	65,046	13,625	14,680	14,680	14,680
<u>BEGINNING FUND BALANCE</u>							
080-000-49090	BEGINNING FUND BALANCE	351,310	386,944	387,121	401,317	401,317	401,317
	TOTAL BEGINNING FUND BALANCE	351,310	386,944	387,121	401,317	401,317	401,317
	TOTAL FUND REVENUE	390,747	451,990	400,746	415,997	415,997	415,997

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>CDBG HOUSING REHAB FUND</u>							
<u>CDBG HOUSING REHAB PROGRAM</u>							
<u>MATERIALS AND SERVICES:</u>							
080-080-62507	ADMINISTRATIVE SERVICES	68	18	2,000	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	68	18	27,000	27,000	27,000	27,000
<u>CONTINGENCY & RESERVES:</u>							
080-080-90001	CONTINGENCY	0	0	273,746	288,997	288,997	288,997
	TOTAL CONTINGENCY & RESERVES	0	0	273,746	288,997	288,997	288,997
<u>TRANSFERS OUT:</u>							
080-080-95001	TRANSFER TO GENERAL FUND	3,735	3,603	0	0	0	0
	TOTAL TRANSFERS OUT	3,735	3,603	0	0	0	0
	TOTAL CDBG HOUSING REHAB PROG	3,803	3,621	300,746	315,997	315,997	315,997

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>CDBG HOUSING REHAB FUND</u>							
<u>COMMERCIAL FACADE IMPROVEMENTS</u>							
<u>MATERIALS AND SERVICES:</u>							
080-081-62900	COMMERCIAL IMPROVEMENT LOANS	0	18,687	100,000	100,000	100,000	100,000
	TOTAL MATERIALS AND SERVICES	0	18,687	100,000	100,000	100,000	100,000
	TOTAL COMMERCIAL FACADE IMPRO	0	18,687	100,000	100,000	100,000	100,000
	TOTAL FUND EXPENDITURES	3,803	22,308	400,746	415,997	415,997	415,997

BUDGET NARRATIVE
Fiscal Year 2016-2017

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 final phase of the project includes the addition of a solids thickening process to address the current liquid bio solids storage problem, and an equipment update for one channel in the ultraviolet (UV) disinfection process. This final phase of the WWTP Digester project is funded with transfers in from the sewer fund, Sewer System Development Charge (SDC) Funds, and bond proceeds.

Budget Comments

Account # 85010 will provide engineering services, as necessary.
Account #85020 includes funding for the solids thickening process.

Accomplishments:

The construction of the supernatant wet-well pump station was completed fiscal year (FY) 2015-2016. The SCADA (supervisory control & data acquisition) installation project contract has been completed. Keller and Associates Engineering are in the final stage of completion for the Silverton Wastewater Treatment Plant Solids Dewatering Evaluation. The Evaluation will compile and summarize the data collected by treatment plant operators as they have conducted on-site pilot tests of three screw presses and a rotary fan press from different manufacturers.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>WWTP DIGESTER PROJECT FUND</u>							
<u>MISCELLANEOUS REVENUE</u>							
212-000-45002	INTEREST EARNED	5,589	5,142	1,000	1,000	1,000	1,000
	TOTAL MISCELLANEOUS REVENUE	5,589	5,142	1,000	1,000	1,000	1,000
<u>BEGINNING FUND BALANCE</u>							
212-000-49090	BEGINNING FUND BALANCE	1,039,002	1,040,675	864,665	614,232	614,232	614,232
	TOTAL BEGINNING FUND BALANCE	1,039,002	1,040,675	864,665	614,232	614,232	614,232
	TOTAL FUND REVENUE	1,044,590	1,045,818	865,665	615,232	615,232	615,232

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>WWTP DIGESTER PROJECT FUND</u>							
<u>WWTP DIGESTER PROJECT</u>							
<u>CAPITAL OUTLAY:</u>							
212-212-85003	ADVERTISING	87	352	0	0	0	0
212-212-85010	ARCH & ENGR SERVICES	7	73,974	0	25,000	25,000	25,000
212-212-85020	CONSTRUCTION COSTS	3,821	60,232	865,665	590,232	590,232	590,232
	TOTAL CAPITAL OUTLAY	3,915	134,557	865,665	615,232	615,232	615,232
	TOTAL WWTP DIGESTER PROJECT	3,915	134,557	865,665	615,232	615,232	615,232
	TOTAL FUND EXPENDITURES	3,915	134,557	865,665	615,232	615,232	615,232

BUDGET NARRATIVE
Fiscal Year 2016-2017

FUND: STEELHAMMER 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. The beginning of Phase 2 will be during fiscal year (FY) 2016-2017.

Budget Comments

Account #85010 will cover design costs of Phase 2 of the project (\$75,000). The funding will come from SDC's (Transportation and Steelhammer) \$41,175 and from the State of Oregon Surface Transportation Program funds \$33,825.

Account #85020 will cover the completion of Phase 1 (\$750,000) and the beginning of construction of Phase 2. The total estimated project cost of \$838,837 will be funded from ODOT Surface Transportation Program (Fund Exchange) (39%); Steelhammer SDC's (30%); Street SDC's (24%); and an estimated contribution from Marion County (7%) for transferring maintenance responsibility to the City of Silverton.

Accomplishments:

The design of the Phase I Steelhammer Road improvements has been completed. This phase should be built during the late spring and summer of 2016.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>STEELHAMMER PROJECT FUND</u>							
<u>INTERGOVERNMENTAL</u>							
217-000-43051	ODOT FUND EXCHANGE	0	0	320,500	320,500	320,500	320,500
217-000-43170	GRANTS- CAPITAL IMPROVEMENTS	0	0	49,000	0	0	58,883
TOTAL INTERGOVERNMENTAL		0	0	369,500	320,500	320,500	379,383
<u>MISCELLANEOUS REVENUE</u>							
217-000-45002	INTEREST EARNED	0	0	0	0	0	0
TOTAL MISCELLANEOUS REVENUE		0	0	0	0	0	0
<u>TRANSFERS IN</u>							
217-000-46021	TRANS FROM STREET IMP SDC FUN	0	0	459,847	0	0	0
TOTAL TRANSFERS IN		0	0	459,847	0	0	0
<u>BEGINNING FUND BALANCE</u>							
217-000-49090	BEGINNING FUND BALANCE	252,522	89	0	268,337	268,337	268,337
TOTAL BEGINNING FUND BALANCE		252,522	89	0	268,337	268,337	268,337
TOTAL FUND REVENUE		252,522	89	829,347	588,837	588,837	647,720

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>STEELHAMMER PROJECT FUND</u>							
<u>STEELHAMMER PROJECT</u>							
<u>CAPITAL OUTLAY:</u>							
217-217-85010	ENGINEERING SERVICES	0	0	128,417	80,000	80,000	80,000
217-217-85020	CONSTRUCTION COSTS	0	0	700,930	508,837	508,837	567,720
TOTAL CAPITAL OUTLAY		0	0	829,347	588,837	588,837	647,720
<u>TRANSFERS OUT:</u>							
217-217-95021	TRANSFER TO STREET IMP SDC	252,433	89	0	0	0	0
TOTAL TRANSFERS OUT		252,433	89	0	0	0	0
TOTAL STEELHAMMER PROJECT		252,433	89	829,347	588,837	588,837	647,720
TOTAL FUND EXPENDITURES		252,433	89	829,347	588,837	588,837	647,720

BUDGET NARRATIVE
Fiscal Year 2016-2017

FUND: FALLEN HEROES PROJECT

Program Description/Mission

This project fund was for the construction of the veteran's memorial in Town Square Park, which will effectively be recognized as the Fallen Heroes Memorial. It will list 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 consists 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 # 95070 transfers the remaining fund balance to the Park Fee Fund where it will be shown for maintenance related to the memorial.

Accomplishments:

The memorial has been completed.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>FALLEN HEROES PROJECT</u>							
<u>INTERGOVERNMENTAL</u>							
224-000-43170	GRANTS- CAPITAL IMPROVEMENTS	0	0	32,500	0	0	0
224-000-43180	URA GRANT PROCEEDS	0	0	10,000	0	0	0
TOTAL INTERGOVERNMENTAL		0	0	42,500	0	0	0
<u>MISCELLANEOUS REVENUE</u>							
224-000-45002	INTEREST EARNED	0	7	0	0	0	0
224-000-45010	DONATIONS - FALLEN HEROES MEM	0	5,500	0	0	0	0
TOTAL MISCELLANEOUS REVENUE		0	5,507	0	0	0	0
<u>BEGINNING FUND BALANCE</u>							
224-000-49090	BEGINNING FUND BALANCE	0	0	5,569	4,775	4,775	4,775
TOTAL BEGINNING FUND BALANCE		0	0	5,569	4,775	4,775	4,775
TOTAL FUND REVENUE		0	5,507	48,069	4,775	4,775	4,775

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>FALLEN HEROES PROJECT</u>							
<u>FALLEN HEROE PROJECT</u>							
<u>CAPITAL OUTLAY:</u>							
224-224-85020	CONSTRUCTION COSTS	0	0	48,069	0	0	0
TOTAL CAPITAL OUTLAY		0	0	48,069	0	0	0
<u>TRANSFERS OUT:</u>							
224-224-95070	TRANSFER TO PARK FEE FUND	0	0	0	4,775	4,775	4,775
TOTAL TRANSFERS OUT		0	0	0	4,775	4,775	4,775
TOTAL FALLEN HEROE PROJECT		0	0	48,069	4,775	4,775	4,775
TOTAL FUND EXPENDITURES		0	0	48,069	4,775	4,775	4,775

REVENUE BUDGET NARRATIVE
Fiscal Year 2016-2017

FUND: CIVIC BUILDING PROJECT

Program Description/Mission

This fund is new this year and will be for the costs related to purchase the land and construct the new Civic Building. It is anticipated that the Civic Building will be built in phases. The Civic Building will help meet the space needs for the police department for now and into the future. It will also be built to meet current regulations regarding police buildings. This fund was established with a transfer from the General Operating Reserve Fund and the General Fund. There will also be loan proceeds to provide funding for the land purchase and preliminary design services. The loan is expected to be repaid by the General Fund to the fund it will be borrowed from.

Budget Comments

Account #81001 is for the purchase of the old Square Deal Lumber site owned by Stumptown Properties, LLC.

Account #85010 will be for preliminary design of the building.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>CIVIC BUILDING PROJECT</u>							
<u>MISCELLANEOUS REVENUE</u>							
225-000-45002	INTEREST EARNED	0	0	0	50	50	50
	TOTAL MISCELLANEOUS REVENUE	0	0	0	50	50	50
<u>TRANSFERS IN</u>							
225-000-46010	TRANSFER FROM GENERAL FUND	0	0	0	400,000	400,000	400,000
225-000-46062	TRANSFER FROM GENERAL OP RSR	0	0	0	600,000	600,000	600,000
	TOTAL TRANSFERS IN	0	0	0	1,000,000	1,000,000	1,000,000
<u>OTHER FUNDING SOURCES</u>							
225-000-48095	LOAN PROCEEDS	0	0	0	435,000	435,000	435,000
	TOTAL OTHER FUNDING SOURCES	0	0	0	435,000	435,000	435,000
	TOTAL FUND REVENUE	0	0	0	1,435,050	1,435,050	1,435,050

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>CIVIC BUILDING PROJECT</u>							
<u>CIVIC BUILDING CAPITAL PROJECT</u>							
<u>CAPITAL OUTLAY:</u>							
225-225-81001	LAND ACQUISITION	0	0	0	1,220,000	1,220,000	1,220,000
225-225-85010	ARCH & ENGR SERVICES	0	0	0	215,050	215,050	215,050
	TOTAL CAPITAL OUTLAY	0	0	0	1,435,050	1,435,050	1,435,050
	TOTAL CIVIC BUILDING CAPITAL PRO	0	0	0	1,435,050	1,435,050	1,435,050
	TOTAL FUND EXPENDITURES	0	0	0	1,435,050	1,435,050	1,435,050

BUDGET NARRATIVE
Fiscal Year 2016-2017

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 the Street Fund, the Street Improvement System Development Charge Fund and Street Reimbursement System Development Charge Fund. 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 \$523,504 for other street capital improvements that will be identified with the Transportation System Plan update.

Major Issues to be Resolved in the Next 5 Years

The completion of Transportation System Plan and the Capital Improvement Program projects will be the primary focus.

**CITY OF SILVERTON
REVENUES
FISCAL YEAR 2016-2017**

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
STREET CAPITAL PROJECT FUND							
MISCELLANEOUS REVENUE							
320-000-45002	INTEREST EARNED	210	579	200	1,150	1,150	1,150
	TOTAL MISCELLANEOUS REVENUE	210	579	200	1,150	1,150	1,150
TRANSFERS IN							
320-000-46020	TRANSFER FROM STREET FUND	25,000	202,556	220,000	200,000	200,000	200,000
	TOTAL TRANSFERS IN	25,000	202,556	220,000	200,000	200,000	200,000
BEGINNING FUND BALANCE							
320-000-49090	BEGINNING FUND BALANCE	23,936	40,716	206,392	413,551	413,551	413,551
	TOTAL BEGINNING FUND BALANCE	23,936	40,716	206,392	413,551	413,551	413,551
	TOTAL FUND REVENUE	49,146	243,851	426,592	614,701	614,701	614,701

**CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2016-2017**

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
STREET CAPITAL PROJECT FUND							
STREET CAPITAL PROJECTS							
MATERIALS AND SERVICES:							
320-320-61059	CONTRACTED SERVICES	0	0	16,000	0	0	0
	TOTAL MATERIALS AND SERVICES	0	0	16,000	0	0	0
CAPITAL OUTLAY:							
320-320-85003	ADVERTISING	140	0	150	250	250	250
320-320-85010	DESIGN SERVICES	0	0	15,000	15,000	15,000	15,000
320-320-85020	CONSTRUCTION COSTS	8,290	35,590	395,442	599,451	599,451	599,451
	TOTAL CAPITAL OUTLAY	8,431	35,590	410,592	614,701	614,701	614,701
	TOTAL STREET CAPITAL PROJECTS	8,431	35,590	426,592	614,701	614,701	614,701
	TOTAL FUND EXPENDITURES	8,431	35,590	426,592	614,701	614,701	614,701

BUDGET NARRATIVE
Fiscal Year 2016-2017

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 the Stormwater Fee Fund, the Stormwater Improvement System Development Charge (SDC) Fund and the Stormwater Reimbursement System Development Charge Fund. The City's Stormwater Master Plan and Capital Improvement Plan are the guide documents for this program.

Budget Comments

Account #85010 includes completing the design of the Lincoln Street Stormwater Drainage Improvements Project (Stormwater Master Plan Project 1B-Phase 2) \$49,420 (20% SDC eligible for \$9,884).

Account #85020 includes completing the construction of Olson Ditch (Stormwater Master Plan Project 1A) improvements \$317,700 (30% SDC eligible for \$95,310). The remainder of the funds will be used if possible to continue with the Lincoln Street stormwater system, which is eligible for 20% SDC funding.

Accomplishments

Completion of design and permitting for Olson's Ditch (Stormwater Master Plan Project 1A).
Completion of the construction of the N 2nd Street Stormwater Project (Stormwater Master Plan Project 1B-Phase 1).

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 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>STORM WATER CAPITAL PROJ FUND</u>							
<u>MISCELLANEOUS REVENUE</u>							
323-000-45002	INTEREST EARNED	156	138	25	25	25	25
	TOTAL MISCELLANEOUS REVENUE	156	138	25	25	25	25
<u>TRANSFERS IN</u>							
323-000-46023	TRANSFER FRM STORM WTR FUND	0	12,665	263,995	101,394	101,394	101,394
323-000-46028	TRANSFER FRM STORM WTR FEE	0	53,003	823,655	483,688	483,688	483,688
	TOTAL TRANSFERS IN	0	65,668	1,087,650	585,082	585,082	585,082
<u>BEGINNING FUND BALANCE</u>							
323-000-49090	BEGINNING FUND BALANCE	47,113	20,363	17,999	30,338	30,338	30,338
	TOTAL BEGINNING FUND BALANCE	47,113	20,363	17,999	30,338	30,338	30,338
	TOTAL FUND REVENUE	47,269	86,170	1,105,674	615,445	615,445	615,445

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>STORM WATER CAPITAL PROJ FUND</u>							
<u>STORM WATER CAPITAL PROJECTS</u>							
<u>CAPITAL OUTLAY:</u>							
323-323-85010	DESIGN SERVICES	140	57,063	0	50,000	50,000	50,000
323-323-85020	CONSTRUCTION COSTS	26,766	6,640	1,105,674	565,445	565,445	565,445
	TOTAL CAPITAL OUTLAY	26,906	63,703	1,105,674	615,445	615,445	615,445
	TOTAL STORM WATER CAPITAL PRO	26,906	63,703	1,105,674	615,445	615,445	615,445
	TOTAL FUND EXPENDITURES	26,906	63,703	1,105,674	615,445	615,445	615,445

BUDGET NARRATIVE
Fiscal Year 2016-2017

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 the Sewer Fund, the Sewer Improvement System Development Charge (SDC) Fund and Sewer Reimbursement SDC Fund. The City's Stormwater Master Plan and Capital Improvement 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 \$10,000.

Account #85020 includes construction of sewer line R&R projects for \$290,000.

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

Accomplishments

Completed asset management plan for wastewater collection system.

Completed cured-in-place-pipe lining project on 2,400 feet of 15-inch and 18-inch sewerlines.

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 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
SEWER CAPITAL PROJECT FUND							
MISCELLANEOUS REVENUE							
330-000-45002	INTEREST EARNED	340	941	300	1,500	1,500	1,500
	TOTAL MISCELLANEOUS REVENUE	340	941	300	1,500	1,500	1,500
TRANSFERS IN							
330-000-46030	TRANSFER FROM SEWER FUND	60,000	325,637	1,052,975	700,000	700,000	700,000
	TOTAL TRANSFERS IN	60,000	325,637	1,052,975	700,000	700,000	700,000
BEGINNING FUND BALANCE							
330-000-49090	BEGINNING FUND BALANCE	20,051	51,421	333,125	1,083,728	1,083,728	1,083,728
	TOTAL BEGINNING FUND BALANCE	20,051	51,421	333,125	1,083,728	1,083,728	1,083,728
	TOTAL FUND REVENUE	80,391	377,999	1,386,400	1,785,228	1,785,228	1,785,228

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
SEWER CAPITAL PROJECT FUND							
SEWER CAPITAL PROJECTS							
MATERIALS AND SERVICES:							
330-330-61003	ADVERTISING	0	92	850	0	0	0
330-330-61059	CONTRACTED SERVICES	0	0	1,500	0	0	0
	TOTAL MATERIALS AND SERVICES	0	92	2,350	0	0	0
CAPITAL OUTLAY:							
330-330-85010	DESIGN SERVICES	1,169	4,000	75,000	50,000	50,000	50,000
330-330-85020	CONSTRUCTION COSTS	27,801	40,500	409,050	300,000	300,000	478,523
	TOTAL CAPITAL OUTLAY	28,970	44,500	484,050	350,000	350,000	528,523
CONTINGENCY & RESERVES:							
330-330-91301	RESERVE- SEWER CAPACITY IMP	0	0	900,000	1,435,228	1,435,228	1,256,705
	TOTAL CONTINGENCY & RESERVES	0	0	900,000	1,435,228	1,435,228	1,256,705
	TOTAL SEWER CAPITAL PROJECTS	28,970	44,592	1,386,400	1,785,228	1,785,228	1,785,228
	TOTAL FUND EXPENDITURES	28,970	44,592	1,386,400	1,785,228	1,785,228	1,785,228

BUDGET NARRATIVE
Fiscal Year 2016-2017

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 the Water Fund, the Water Improvement System Development Charge (SDC) Fund and the 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 completing the water treatment plant facility plan (\$58,000).
Account #85020 includes construction of the Second Supply to the Anderson Drive PRV Zone \$120,000 (38% SDC eligible for \$45,600).

Accomplishments

Completed Water Management and Conservation Plan.
Completed construction of North Addition Waterline Replacement Project.
Completed acquisition of property for future 2 million gallon ground-level water storage tank.
Completed construction of second phase of Silver Creek Water Supply Pipeline 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 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>WATER CAPITAL PROJECT FUND</u>							
<u>MISCELLANEOUS REVENUE</u>							
340-000-45002	INTEREST EARNED	1,288	1,165	1,000	800	800	800
	TOTAL MISCELLANEOUS REVENUE	1,288	1,165	1,000	800	800	800
<u>TRANSFERS IN</u>							
340-000-46040	TRANSFER FROM WATER FUND	74,500	250,206	425,000	425,000	425,000	425,000
340-000-46041	TRANSFER FROM WATER IMP SDC	5,000	0	371,600	45,600	45,600	45,600
	TOTAL TRANSFERS IN	79,500	250,206	796,600	470,600	470,600	470,600
<u>BEGINNING FUND BALANCE</u>							
340-000-49090	BEGINNING FUND BALANCE	381,352	102,874	277,303	73,983	73,983	73,983
	TOTAL BEGINNING FUND BALANCE	381,352	102,874	277,303	73,983	73,983	73,983
	TOTAL FUND REVENUE	462,140	354,245	1,074,903	545,383	545,383	545,383

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>WATER CAPITAL PROJECT FUND</u>							
<u>WATER CAPITAL PROJECTS</u>							
<u>MATERIALS AND SERVICES:</u>							
340-340-61003	ADVERTISING	239	545	1,500	0	0	0
340-340-61059	CONTRACTED SERVICES	0	15,000	121,000	58,000	58,000	58,000
	TOTAL MATERIALS AND SERVICES	239	15,545	122,500	58,000	58,000	58,000
<u>CAPITAL OUTLAY:</u>							
340-340-81001	LAND ACQUISITION	0	5,074	170,000	0	0	0
340-340-85010	DESIGN SERVICES	2,456	22,384	90,000	50,000	50,000	50,000
340-340-85020	CONSTRUCTION COSTS	356,571	30,712	692,403	437,383	437,383	437,383
	TOTAL CAPITAL OUTLAY	359,027	58,170	952,403	487,383	487,383	487,383
	TOTAL WATER CAPITAL PROJECTS	359,266	73,715	1,074,903	545,383	545,383	545,383
	TOTAL FUND EXPENDITURES	359,266	73,715	1,074,903	545,383	545,383	545,383

BUDGET NARRATIVE
Fiscal Year 2016-2017

FUND: PARKS CAPITAL PROJECT FUND

Program Description/Mission

This fund administers the design and construction of all parks and recreation capital improvement projects and studies. Transfers to this fund are from the General Fund, the Parks Fee Fund, and the Parks and Recreation Improvement System Development Charge (SDC) Fund. Additional funding may include intergovernmental grants or a grant from the Silverton Urban Renewal Agency. The City's Parks and Recreation Master Plan and Capital Improvement Plan are the guide documents for this program.

Budget Comments

Account #85020 is not for any planned project at this time.

Major Issues to be Resolved in the Next 5 Years

Completion of Coolidge and McClaine Master Plan project.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>PARKS CAPITAL PROJECT FUND</u>							
<u>INTERGOVERNMENTAL</u>							
372-000-43175	GRANTS- PARKS CAPITAL IMP	229,978	0	0	0	0	0
372-000-43180	URA GRANT PROCEEDS	125,991	0	0	0	0	0
	TOTAL INTERGOVERNMENTAL	355,969	0	0	0	0	0
<u>MISCELLANEOUS REVENUE</u>							
372-000-45002	INTEREST EARNED	0	28	0	20	20	20
372-000-45023	DONATIONS- DOG PARK	380	0	0	0	0	0
	TOTAL MISCELLANEOUS REVENUE	380	28	0	20	20	20
<u>TRANSFERS IN</u>							
372-000-46072	TRANSFER FROM PARK SDC FUND	0	7,731	0	0	0	0
	TOTAL TRANSFERS IN	0	7,731	0	0	0	0
<u>BEGINNING FUND BALANCE</u>							
372-000-49090	BEGINNING FUND BALANCE	50,052	11,038	0	15,367	15,367	15,367
	TOTAL BEGINNING FUND BALANCE	50,052	11,038	0	15,367	15,367	15,367
	TOTAL FUND REVENUE	406,401	18,798	0	15,387	15,387	15,387

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>PARKS CAPITAL PROJECT FUND</u>							
<u>PARKS CAPITAL PROJECTS</u>							
<u>CAPITAL OUTLAY:</u>							
372-372-85003	ADVERTISING	5	163	0	0	0	0
372-372-85010	DESIGN SERVICES	13,758	880	0	0	0	0
372-372-85020	CONSTRUCTION COSTS	381,601	17,750	0	15,387	15,387	15,387
	TOTAL CAPITAL OUTLAY	395,363	18,793	0	15,387	15,387	15,387
	TOTAL PARKS CAPITAL PROJECTS	395,363	18,793	0	15,387	15,387	15,387
	TOTAL FUND EXPENDITURES	395,363	18,793	0	15,387	15,387	15,387

BUDGET NARRATIVE
Fiscal Year 2016-2017

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.

Budget Comments

Five (5) vehicles are budgeted:

1)	2017 Police Ford Utility V-6 Graphic and Equipment included	\$ 40,115
2)	2016 F350 with Utility Box	42,200
3)	Small Used SUV for PW inspections	15,000
4)	2016 Transit Van for Water / Sewer	23,800
5)	2016 F350 Chassis XL with a Utility Box and Crane	<u>72,000</u>
	Total	\$193,115

Major Issues to be Resolved in the Next 5 Years

- Provide adequate funding for long-term vehicle replacements.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
FLEET REPLACEMENT FUND							
MISCELLANEOUS REVENUE							
600-000-45002	INTEREST EARNED	4,076	4,565	4,560	4,500	4,500	4,500
600-000-45111	SALE OF FIXED ASSETS	0	4,250	0	0	0	0
	TOTAL MISCELLANEOUS REVENUE	4,076	8,815	4,560	4,500	4,500	4,500
TRANSFERS IN							
600-000-46010	TRANSFER FROM GENERAL	34,775	34,458	34,458	34,458	34,458	34,458
600-000-46012	TRANSFER FROM BLDG OP	0	0	4,659	4,659	4,659	4,659
600-000-46020	TRANSFER FROM STREET	30,200	29,849	30,089	59,849	59,849	59,849
600-000-46028	TRANSFER FROM STORM WTR IMP	0	19,872	19,872	19,872	19,872	19,872
600-000-46030	TRANSFER FROM SEWER	23,100	65,870	66,290	115,870	115,870	115,870
600-000-46040	TRANSFER FROM WATER	16,800	45,765	46,305	65,765	65,765	65,765
	TOTAL TRANSFERS IN	104,875	195,814	201,673	300,473	300,473	300,473
BEGINNING FUND BALANCE							
600-000-49090	BEGINNING FUND BALANCE	702,831	726,154	906,450	1,042,621	1,042,621	1,042,621
	TOTAL BEGINNING FUND BALANCE	702,831	726,154	906,450	1,042,621	1,042,621	1,042,621
	TOTAL FUND REVENUE	811,782	930,783	1,112,683	1,347,594	1,347,594	1,347,594

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
FLEET REPLACEMENT FUND							
FLEET REPLACEMENT							
CAPITAL OUTLAY:							
600-600-81076	CAPITAL - FLEET	24,447	24,408	74,365	193,115	193,115	193,115
	TOTAL CAPITAL OUTLAY	24,447	24,408	74,365	193,115	193,115	193,115
CONTINGENCY & RESERVES:							
600-600-91731	RESERVE - VEHICLES	0	0	1,038,318	1,154,479	1,154,479	1,154,479
	TOTAL CONTINGENCY & RESERVES	0	0	1,038,318	1,154,479	1,154,479	1,154,479
TRANSFERS OUT:							
600-600-95001	TRANSFER TO GENERAL FUND	61,181	0	0	0	0	0
	TOTAL TRANSFERS OUT	61,181	0	0	0	0	0
	TOTAL FLEET REPLACEMENT	85,628	24,408	1,112,683	1,347,594	1,347,594	1,347,594
	TOTAL FUND EXPENDITURES	85,628	24,408	1,112,683	1,347,594	1,347,594	1,347,594

BUDGET NARRATIVE
Fiscal Year 2016-2017

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.

Major Issues to be Resolved in the Next 5 Years

Provide adequate funding for long-term equipment replacements.

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>MAJOR EQUIP REPLACEMENT FUND</u>							
<u>MISCELLANEOUS REVENUE</u>							
610-000-45002	INTEREST EARNED	3,453	3,400	3,000	3,400	3,400	3,400
	TOTAL MISCELLANEOUS REVENUE	3,453	3,400	3,000	3,400	3,400	3,400
<u>TRANSFERS IN</u>							
610-000-46010	TRANSFER FROM GENERAL	54,733	29,920	29,920	29,920	29,920	29,920
610-000-46020	TRANSFER FROM STREET	10,000	20,926	20,926	20,926	20,926	20,926
610-000-46030	TRANSFER FROM SEWER	15,800	21,889	21,889	21,889	21,889	21,889
610-000-46040	TRANSFER FROM WATER	12,000	20,413	20,413	20,413	20,413	20,413
	TOTAL TRANSFERS IN	92,533	93,148	93,148	93,148	93,148	93,148
<u>BEGINNING FUND BALANCE</u>							
610-000-49090	BEGINNING FUND BALANCE	605,396	585,055	681,624	778,551	778,551	778,551
	TOTAL BEGINNING FUND BALANCE	605,396	585,055	681,624	778,551	778,551	778,551
	TOTAL FUND REVENUE	701,382	681,603	777,772	875,099	875,099	875,099

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>MAJOR EQUIP REPLACEMENT FUND</u>							
<u>MAJOR EQUIPMENT</u>							
<u>CAPITAL OUTLAY:</u>							
610-610-81003	CAPITAL -REPLACEMNT EQUIPMENT	116,327	0	777,772	875,099	875,099	875,099
	TOTAL CAPITAL OUTLAY	116,327	0	777,772	875,099	875,099	875,099
	TOTAL MAJOR EQUIPMENT	116,327	0	777,772	875,099	875,099	875,099
	TOTAL FUND EXPENDITURES	116,327	0	777,772	875,099	875,099	875,099

BUDGET NARRATIVE
Fiscal Year 2016-2017

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. This work also must be unable to be done later when the employee returns 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 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>EXTENDED LEAVE FUND</u>							
<u>MISCELLANEOUS REVENUE</u>							
620-000-45002	INTEREST EARNED	645	615	400	400	400	400
	TOTAL MISCELLANEOUS REVENUE	645	615	400	400	400	400
<u>BEGINNING FUND BALANCE</u>							
620-000-49090	BEGINNING FUND BALANCE	120,637	121,282	121,682	122,397	122,397	122,397
	TOTAL BEGINNING FUND BALANCE	120,637	121,282	121,682	122,397	122,397	122,397
	TOTAL FUND REVENUE	121,282	121,897	122,082	122,797	122,797	122,797

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>EXTENDED LEAVE FUND</u>							
<u>OPERATIONS</u>							
<u>PERSONNEL SERVICES:</u>							
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
<u>CONTINGENCY & RESERVES:</u>							
620-100-90001	CONTINGENCY	0	0	48,969	49,684	49,684	49,684
	TOTAL CONTINGENCY & RESERVES	0	0	48,969	49,684	49,684	49,684
	TOTAL OPERATIONS	0	0	122,082	122,797	122,797	122,797
	TOTAL FUND EXPENDITURES	0	0	122,082	122,797	122,797	122,797



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DISCONTINUED FUNDS/
PROGRAMS AND
OTHER INFORMATION

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>GENERAL FUND</u>							
<u>POLICE RESERVES</u>							
<u>MATERIALS AND SERVICES:</u>							
010-057-61015	TRAVEL, TRAINING & MEETINGS	0	200	400	400	0	0
010-057-61023	UNIFORM EXPENSE	514	572	500	500	0	0
010-057-61029	POLICE SUPPLIES	0	30	250	250	0	0
010-057-61060	HIRING EXPENSES	728	8	500	500	0	0
	TOTAL MATERIALS AND SERVICES	1,242	810	1,650	1,650	0	0
	TOTAL POLICE RESERVES	1,242	810	1,650	1,650	0	0

CITY OF SILVERTON
REVENUES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 COUNCIL ADOPTED
<u>DAM EARLY WARNING SYSTEM PROJ</u>							
<u>MISCELLANEOUS REVENUE</u>							
207-000-45002	INTEREST EARNED	777	57	0	0	0	0
	TOTAL MISCELLANEOUS REVENUE	777	57	0	0	0	0
<u>TRANSFERS IN</u>							
207-000-46040	TRANSFER FROM WATER	0	35,513	0	0	0	0
	TOTAL TRANSFERS IN	0	35,513	0	0	0	0
<u>BEGINNING FUND BALANCE</u>							
207-000-49090	BEGINNING FUND BALANCE	217,526	23,412	0	0	0	0
	TOTAL BEGINNING FUND BALANCE	217,526	23,412	0	0	0	0
	TOTAL FUND REVENUE	218,303	58,982	0	0	0	0

CITY OF SILVERTON
EXPENDITURES
FISCAL YEAR 2016-2017

		2013-2014 FISCAL ACTUAL	2014-2015 FISCAL ACTUAL	2015-2016 FISCAL BUDGET	2016-2017 CITY MNGR PROPOSED	2016-2017 BDGT COMM APPROVED	2016-2017 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	194,891	58,982	0	0	0	0
	TOTAL MATERIALS AND SERVICES	194,891	58,982	0	0	0	0
	TOTAL DAM EARLY WARNING SYSTE	194,891	58,982	0	0	0	0
	TOTAL FUND EXPENDITURES	194,891	58,982	0	0	0	0

CITY OF SILVERTON
RESOLUTION
16-19

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

WHEREAS, April 28, 2016, the City of Silverton Budget Committee, after appropriate deliberation and Public Hearing, approved the budget for fiscal year 2016-2017; and

WHEREAS, in accordance with Oregon Budget Law, the City seeks to adopt a budget and appropriate City expenditures for fiscal year 2016-2017; and

WHEREAS, the City seeks to declare the ad valorem property taxes for fiscal year 2016-2017 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 2016-2017 (July 1, 2016 through June 30, 2017) in the total of \$36,692,615, on file at City Hall after July 1, 2016.

Section 2: 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 2016-2017 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 \$ 76,983 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	\$ 76,983

Section 3: The City Council makes the following appropriations in the amounts stated for fiscal year 2016-2017 and for the following purposes by Fund:

GENERAL FUND		TRANSIENT TAX FUND	
Non-Departmental/ non-program		Materials & Services	\$ 216,111
Materials & Services	\$ 359,310	Transfers	89,954
Capital Outlay	17,000	Contingency	<u>26,000</u>
Transfers	880,942	Fund Total	\$ 332,065
Contingency	1,195,188		
City Council	89,200	STREET FUND	
City Management	389,736	Street Operations	\$ 313,229
Finance	481,424	Transfers	385,367
Police	2,599,385	Contingency	<u>195,017</u>
Community Enforcement	64,105	Fund Subtotal	893,613
Planning	185,116	Reserved-Future Expenditures*	<u>71,397</u>
Facilities Maintenance	283,260	Fund Total	\$ 965,010
Parks and Recreation	235,667		
Computer Services	<u>63,239</u>	STREET IMPROVEMENT SDC FUND	
Fund Subtotal	6,843,572	Street Improvements	\$ 173,811
Reserved-Future Expenditures*	<u>983,045</u>	Contingency	<u>310,826</u>
Fund Total	\$ 7,826,617	Fund Subtotal	\$ 484,637
		Reserved-Future Expenditures*	<u>112,500</u>
		Fund Total	\$ 597,137
ELECTRICAL INSPECTION FUND		STREET REIMBURSEMENT SDC FUND	
Electrical Inspection Services	\$ 28,860	Contingency	\$ 226,682
Transfers	6,471		
Contingency	<u>1,252</u>	STORM WATER IMPROVEMENT SDC FUND	
Fund Total	\$ 36,583	Storm Water Improvements	\$ 8,417
		Contingency	417,875
BUILDING OPERATIONS FUND		Transfers	<u>101,394</u>
Building Inspection Services	\$ 197,140	Fund Total	\$ 527,686
Transfers	29,113		
Contingency	<u>41,241</u>	STORM WATER REIMBURSEMENT SDC FUND	
Fund Subtotal	267,494	Contingency	\$ 66,728
Reserved-Future Expenditures*	<u>91,545</u>		
Fund Total	\$ 359,039	STREET LIGHT IMPROVEMENT FUND	
		Street Lighting	\$ 196,848
TRANSPORTATION FUND			
Trolley Services	\$ 91,847	STREET MAINTENANCE FEE FUND	
Transfers	3,290	Street Improvements	\$ 535,139
Contingency	<u>42,520</u>		
Fund Total	\$ 137,657	STORMWATER FEE FUND	
		Transfers	\$ 614,120
POOL OPERATIONS LEVY FUND			
Materials & Services	\$ 182,800		
Contingency	<u>252,355</u>		
Fund Subtotal	435,155		
Reserved-Future Expenditures*	<u>83,400</u>		
Fund Total	\$ 518,555		

SEWER FUND		GENERAL OPERATING RESERVE FUND	
Sewer Operations	\$ 1,097,626	Contingency	\$ 267,779
Sewer Maintenance	319,817	Transfers	<u>600,000</u>
Debt Service	826,950	Fund Total	\$ 867,779
Transfers	1,314,318		
Contingency	<u>317,596</u>	PARKS FEE FUND	
Fund Subtotal	3,876,307	Parks Maintenance	\$ 18,275
Reserved-Future Expenditures*	<u>34,680</u>	Capital Outlay	<u>70,225</u>
Fund Total	\$ 3,910,987	Fund Total	\$ 88,500
SEWER IMPROVEMENT SDC FUND		PARKS & REC IMPROVEMENT SDC FUND	
Sewer Improvements	\$ 23,441	Parks Improvements	\$ 910,193
Contingency	<u>50,000</u>	Contingency	<u>75,000</u>
Fund Subtotal	73,441	Fund Total	\$ 985,193
Reserved-Future Expenditures*	<u>545,396</u>		
Fund Total	\$ 618,837	ASSESSMENT FUND	
SEWER REIMBURSEMENT SDC FUND		Materials & Services	\$ 6,000
Contingency	\$ 736,498	Debt Service	195,843
		Contingency	<u>191,303</u>
SEWER DEBT RESERVE FUND		Fund Total	\$ 393,146
Reserve-Debt Service	\$ 1,263,603		
WATER FUND		CDBG HOUSING REHAB FUND	
Water Operations	\$ 670,103	Materials & Services	\$ 127,000
Water Maintenance	434,370	Contingency	<u>288,997</u>
Debt Service	193,726	Fund Total	\$ 415,997
Transfers	995,226		
Contingency	<u>237,401</u>	WWTP DIGESTER PROJECT FUND	
Fund Subtotal	2,530,826	Capital Outlay	\$ 615,232
Reserves*	<u>222,994</u>		
Fund Total	\$ 2,753,820	STEELHAMMER LID PROJECT FUND	
WATER IMPROVEMENT SDC FUND		Capital Outlay	\$ 647,720
Water Improvements	\$ 129,050		
Transfers	45,600	FALLEN HEROES PROJECT FUND	
Contingency	<u>1,228,175</u>	Transfers	\$ 4,775
Fund Total	\$ 1,402,825		
WATER REIMBURSEMENT SDC FUND		CIVIC BUILDING PROJECT FUND	
Contingency	\$ 243,534	Capital Outlay	\$ 1,435,050
GO DEBT SERVICE FUND		STREET CAPITAL PROJECT FUND	
Debt Services	\$ 97,860	Street Improvements	\$ 614,701
DEBT SERVICE FUND		STORM WATER CAPITAL PROJECT FUND	
Debt Services	\$ 181,450	Storm Water Improvements	\$ 615,445
Contingency	<u>14,282</u>		
Fund Total	\$ 195,732	SEWER CAPITAL PROJECT FUND	
		Sewer Improvements	\$ 528,523
BUILDING CAPITAL IMP RESERVE FUND		Reserved-Future Expenditures*	<u>1,256,705</u>
Capital Outlay	\$ 50,000	Fund Total	\$ 1,785,228
Reserved-Future Expenditures*	<u>979,027</u>		
Fund Total	\$ 1,029,027		

WATER CAPITAL PROJECT FUND
 Materials & Services \$ 58,000
 Water Improvements 487,383
 Fund Total \$ 545,383

MAJOR EQUIP REPLACEMENT FUND
 Contingency \$ 875,099

EXTENDED LEAVE FUND
 Personnel Services \$ 73,113
 Contingency 49,684
 Fund Total \$ 122,797

PARKS CAPITAL PROJECT FUND
 Parks Improvements \$ 15,387

FLEET REPLACEMENT FUND
 Capital Outlay \$ 193,115
 Reserved-Future Expenditures* 1,154,479
 Fund Total \$ 1,347,594

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, 2016.

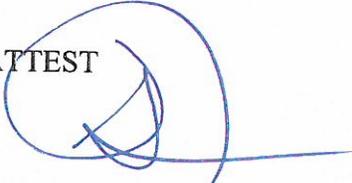
Section 5: That this resolution is and shall be effective from and after its passage by the City Council.

Resolution adopted by the City Council of the City of Silverton this 6th day of June, 2016.



 Mayor, City of Silverton
 Rick Lewis

ATTEST



 City Manager/Recorder, City of Silverton
 Bob Willoughby

*Included for informational purposes only

CITY OF SILVERTON
RESOLUTION
16-17

A RESOLUTION OF THE SILVERTON CITY COUNCIL DETERMINING 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 from and after its passage by the City Council.

Resolution adopted by the City Council of the City of Silverton, this 6th day of June 2016.

ATTEST

City Manager/Recorder, City of Silverton
Bob Willoughby



Mayor, City of Silverton
Rick Lewis

CITY OF SILVERTON
RESOLUTION
16-18

**A RESOLUTION OF THE SILVERTON CITY COUNCIL DECLARING THE CITY'S
ELECTION TO RECEIVE STATE 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 2016-2017.

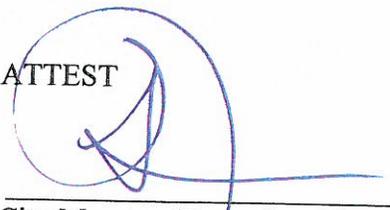
Section 2: That this resolution is and shall be effective from and after its passage by Council.

Resolution adopted by the City Council of the City of Silverton, this 6th day of June, 2016.



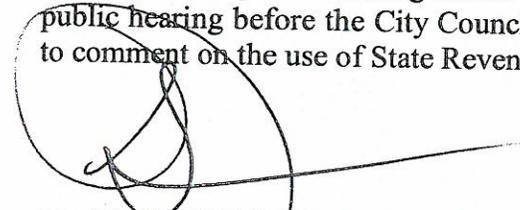
Mayor, City of Silverton
Rick Lewis

ATTEST



City Manager/Recorder, City of Silverton
Bob Willoughby

I certify that a public hearing before the Budget Committee was held on April 26, 2016, and a
public hearing before the City Council was held on June 6, 2016, giving citizens an opportunity
to comment on the use of State Revenue Sharing funds.



Bob Willoughby, City Manager

CITY OF SILVERTON
RESOLUTION
16-21

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

4. 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.

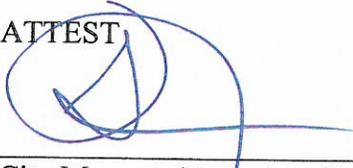
NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF SILVERTON, AS FOLLOWS:

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 6th day of June, 2016.

ATTEST



City Manager/Recorder, City of Silverton
Bob Willoughby



Mayor, City of Silverton
Rick Lewis