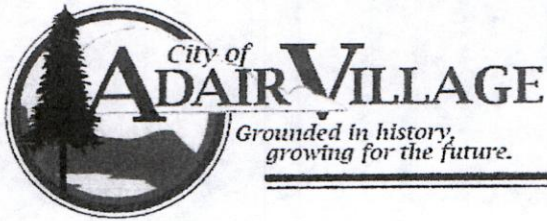


2013-2014

ANNUAL BUDGET



Fiscal Year 2013-14 Budget Message

TO: Adair Village Budget Committee
FROM: Drew Foster, City Administrator/Budget Officer
DATE: April 16, 2013

Introduction

I present the Adair Village Budget for Fiscal Year 2013-14 to the Budget Committee and members of the community. This budget demonstrates the continued fiscal stability of our community's finances, and after a number of years of our General Fund carry forward shrinking, we were able to retain it at the same level through the 2012-13 budget year. The City continues to meet its current financial obligations and we have been able to implement projects to reduce water loss and to renovate the water plant to extend its life.

Bringing Public Works back in-house in 2011 has enable us to reduce costs, respond to emergencies, and begin maintenance programs in all our major public works funds-storm drain, streets, wastewater, and water. Our Public Works staff-Supervisor Tom Shaddon and Utility Worker III Killy Ellard-with considerable support from Assistant City Administrator Pat Hare have cleaned up all of our facilities, upgraded our City Park, and established both improvement and maintenance programs in all areas of public works.

Refocusing our administrative staff into two part-time positions has allowed us to strengthen our financial management systems and provide segregation of duties in our daily activities. Utility/Court Clerk Kathy Edmaiston handles utility billing and all accounts receivable. Finance Clerk Brittany Kennedy deals with accounts payable, personnel, and payroll; Brittany also works as our Recreation Coordinator and continues to successfully find funding to provide a wider range of activities for the youth of the community. Administrative Assistant Judy Vedamuthu continues to review and organize all the City's archives, both documents and maps. We are now able to access materials from throughout the City's history in a timely manner.

We had an aggressive budget approach through previous years, which included the start-up of the police department and preparation of our future, large infrastructure projects. This philosophy along with primary income resources that have either been in stasis-property tax, water, wastewater, and storm drain charges-or have gotten smaller-most state revenue sharing-have caused all the funds carry forward to slowly shrink. I have made an effort to provide prudent revenue estimates and to still leave the City with some ability to meet unexpected

expenditures or requests for funding that frequently occur. Direction from the City Council Goal setting session is to prepare a budget that stops the ongoing shrinkage of carry forwards in all our Funds. I have attempted to do that with this budget, but this result has not been achieved in the General Fund. The cost for the Transit program has increased by \$12,000, because of the loss of a Federal subsidy that no longer exists. We are also looking at increasing both the Assistant City Administrator and Utility Clerk to full-time positions and expanded duties. But, this also means that these positions become eligible for insurance and health insurance costs for an employee and family are now \$20,000 per year. I am researching VEBA (Voluntary Employee Beneficiary Association) HSA (Health Savings Account) programs and hope that this approach may provide significant savings in our health benefits.

Footnotes are provided at the bottom of the budget sheets where some added information and detail is likely to be helpful explaining changes to a line item.

Background and Process

The Budget Committee is comprised of the City Council and an equal number of "lay citizens". The charge for the committee is to review the budget, as prepared by the Budget Officer, and recommend changes as appropriate based on the Committee's input. The initial work session, which will include an opportunity for public input, will allow the Committee to review the budget approach, each Fund's revenues and expenses, and basic information on long-term planning. Two major issues affecting the budget are our continuing preparations for major capital improvements and the issue of the level of police services provided by the budget. The Committee will use the second meeting to finalize its recommendation to the City Council and to review needed transfers for the 2012-13 budget. These transfers are needed as the result of employment taxes, health insurance, and retirement benefits being higher than estimated in last year's budget.

State law establishes many of the items, processes, and format of municipal budgets. It requires that we advertise and hold hearings on the budget and various components such as state revenue sharing. State law requires the budget to provide background information on the actual revenues and expenditures for the two years prior to last year's budget. This is shown in the first two columns of the budget sheets. The next column shows our current adopted budget and the fourth column shows the proposed budget developed by the Budget Officer. The process then provides for changes by the Budget Committee that are forwarded to the City Council for further hearings and final adoption by resolution.

The City uses a fund approach to comply with generally accepting accounting procedures. These funds include the basic program funds-the General Fund, which is divided into five sub-sections, Water and Wastewater Funds, a Stormwater Fund, the Street Fund, a small Reserve Fund, and the Systems Development Fund. The General Fund is where non-restricted revenues and expenditures are detailed and is comprised of the various departments that operate from the general revenue dollars. The Water and Wastewater Funds function as enterprise funds under a different set of accounting standards that basically provide these funds operate as not-for-profit business. The Street Fund is termed a special revenue fund, because the gas tax revenues that support this fund are required by law to be used for street purposes. All the City funds are detailed below.

There are some universal issues that you will note throughout the budget. The City has made a commitment to establish pay rates that are in line with the average pay for similar positions in similarly sized cities and this commitment was met for the present City staff at hire. The Budget includes a 1.5 percent cost of living adjustment. The Consumer Price Index (CPI) for Portland, Oregon has increased roughly six roughly (6%) over the last two years, so this adjustment will not keep up with inflation. But, the decision to enact any raises is greatly affected by the ongoing stagnation of the national and state economy. Benefits were under estimated last year, so overall costs for Personal Services increases across the board.

No transfers are being budgeted. The following sections provide additional detail about each of the funds.

General Fund

The General Fund accounts for general revenues and operating expenses and funded primarily by tax, State shared revenues, and other fees. Of note is the decreasing Beginning Fund Balance, which reflects the City's long-term stasis of General Fund revenues. Last year, we increased all Franchise fees to 5% and the lease with Allied Waste/Republic Services increased by 50 percent \$14,000 to just over \$21,000. We are in process of finding new lessees for both the market and restaurant in the Old Firehouse. Depending on the timing of bringing in new lessees, the revenues here may come in a bit short of the estimate. Overall, I expect General Fund revenues to remain at the same level that they have been over the last ten years.

The General Fund carry forward does decrease with this budget.

There are five (5) sub-accounts that make up the General Fund; they are Administration and Planning, Building Permit, Non-Departmental, Parks, and Public Safety. Information about these individual sub-accounts is presented below.

ADMINISTRATION: All basic consultant contracts-Attorney, Engineer, and Planner-will be funded primarily from this sub-account. Additional engineering and planning costs for specific projects are included in the Water, Wastewater, Storm Drain and Street Funds. Personal Services costs include ongoing work of planning, meeting preparation, franchises and leases, and reporting to the City Council and State and Federal agencies. Personal Services costs do increase this year for two primary projects-development of the AVIS (Adair Village Industrial Site) and our planned effort to engage with Santiam Christian School and Weigel Farms in marketing and developing the newly annexed 128 acres on both sides of Ryals Road. The Planning Commission will be active updating portions of the Land Use Development Code and the Comprehensive Plan. They will also be looking at the long range planning for that area. The Code Compliance Officer will be supported from this Fund, rather than the Public Safety Fund.

BUILDING: The Building Department sub-account, primarily serves as a "pass-through" with moneys coming in from building permits and being paid out to the County and State. Benton County is contracted as the City's building official and is paid 70% of all fees connected with permitting and the City keeps 30%. We also collect a State surcharge of 12%. The State surcharge is for permits only and is not paid for corollary activities, such as plan reviews, zoning charge, etc. This means that the State percentage will be less than 12% of the total that is listed

under permits. Further, for new buildings, we collect a CET (Construction Excise Tax) that goes to the Corvallis School District 509J. We expect limited revenues, since the City is virtually "built out" with very few vacant lots. This department has limited revenues estimated at this point in time.

NON-DEPARTMENTAL: This sub-account consolidates many "non-departmental" operating expenses into one area that are not directly attributed to other departments and serves no purpose in breaking out to other operations. The revenues come from the same sources in the General Fund to cover these expenses. All General Fund expenses for Postage and Telephone are now located only in Non-Departmental, since we have no tracking system to break them out amongst the General Fund sub-accounts, other than for Public Safety. The City's Municipal Court has been moved back to this sub-account after being in Public Safety last year. Transit costs will nearly double this year as the Federal subsidy that the Corvallis Transit System shared with us no longer exists.

PARKS: The City will continue to fund the Recreation Coordinator position. Brittany has been successful in obtaining grant funds to increase the level of service. We now have a one night a month Teen program year round and we are starting a "Tween" program focused more or less on middle school aged youth who are too young for the Teen program, but would benefit from their own program.

PUBLIC SAFETY: The budget continues to support a .5 FTE Police Chief and a .3 FTE shared between Records Clerk. The agency will focus on a strong reserve program, including training and equipment for that program, will remain and each reserve provides 24 hours of volunteer service to the City per month. Emergency Management Planning with better coordination with Benton County and community-based programs, such as Neighborhood Watch will be a primary part of a program of work. We now own our two police cars, but continue to designate funds to Capital Outlay to prepare for replacement in the future. The Budget Committee needs to look at service level compared to cost for the Police Department. We are in discussion with the other policing agencies to look at contracting for Public Safety services. Continuation of the Police Department is the primary issue facing the Budget Committee and the City.

Reserve Fund

This fund operates as the City's "savings account" where we hold money in "reserve" for future capital expenditures. This fund is established by resolution of the City Council specifying the purposes for which this money is being held. In our case the money is being saved to cover basic plant, building and equipment needs. The initial budget may need to commit some Reserve Funds to support the needs covered from the General Fund expenditures. There has been no change in this Fund for two years.

Storm Drain Fund

The charge for storm drains was raised to \$2.50 per month per resident household in 2009. Charges to commercial accounts were raised incrementally after a new review of impervious surface area for commercial accounts was completed. Prior to that, the Storm Drain Fund

brought in about \$6,000 per year was in deficit every year. No storm drain improvements had been undertaken for a considerable time. With the new fees, the Storm Drain Fund brings in \$16,000+ per year, covers all its expenses, and is growing by \$4-6,000 per year, in addition to our Public Works implementing a yearly improvement program.

Street Fund

This fund is a “special revenue” fund and designed to track revenues the City receives from the gas tax. These monies, by law, may only be spent on transportation related items, which includes bike paths. Revenues are delivered on a per capita basis and anticipated to be higher this year based on the City’s higher population, which is certified after the start of this fiscal year. Revenue from this State fund has increased slightly over the last three years. The City’s CIP (Capital Improvement Program) will invest \$12,000 per year in improvements to both a section of street and ADA (American Disabilities Act) improvements to the sidewalks. Improving sidewalks in conjunction with street improvements is a requirement. The major pothole section at the intersection of Azalea and Columbia was improved last budget cycle. An initial review with Benton County engineering staff shows that while the surface pavement needs to be replaced throughout the Loops, the road beds are in very good shape. The City took over responsibility for Vandenberg and Carr south of Arnold from Benton County last fiscal year. This is taken into account in the budget.

System Development Fund

This fund documents the resources and expenditures of System Development Charges and fees received by the City in conjunction with local development. They are regulated by State statute and may be utilized for only specific purposes associated with capacity enhancement. The revenues include a “reimbursement allowance” for prior expenditures and bonded debt. The reimbursement portions you will note are transferred to the Water and Wastewater Fund and used to meet our debt obligations for revenue bonds. By separating these revenues from the operating funds (street, water and wastewater) we prevent them from being “co-mingled” with operating revenues and expended for unauthorized purposes.

Because these funds are uncertain, they are budgeted as “money in – money out” and generally do not have a significant impact on the budget regardless of development patterns. The City needs to update its CIP (Capital Improvement Program) and update the SDC rates to account for inflation. It was important to put a new SDC program in place before the UGB (Urban Growth Boundary) expansion is complete. We have had only one new home built in the City and one new rural water service adding to this fund in the last three years.

Wastewater Fund

The revenues in the Wastewater fund come primarily from User Fees and had remained relatively constant until last year’s increases. The Wastewater Fund is a Proprietary fund, which means that it develops its own revenues by delivering a service. It is designed to keep the City current on operating costs and debt service, but with increasing needs for maintenance and

repairs, the unappropriated fund balance for this fund has gotten smaller over the last five years. The basic wastewater fee was increased in two steps last year in an attempt to remove the yearly deficit that this fund had been incurring. We need to continue to keep up with inflation in this fund.

In 2012, the City received a \$150,000 loan from Oregon Department of Environmental Quality (DEQ) to complete a Wastewater Facility Plan update, which includes the possibility of treating the leachate from Coffin Butte Landfill in partnership with Republic Services/Allied Waste. We expect half of the loan (\$75,000) has been committed work continues with funding participation from Republic Services (formerly Allied Waste) of \$50,000 in this budget year. These revenues enabled the Wastewater fund to operate with a surplus.

With improvements undertaken to existing equipment, our Public Works staff has been able to reduce costs for Chemicals and Lab Analysis below last year's budgeted estimates; we expect these savings to continue. As shown on Capital Outlay, we plan on purchasing two refrigerated outdoor composite samplers (\$5,660 each), which will take care of all our bi-weekly wastewater sampling. Everything in the Capital Outlay category is actually for long term savings that will not be committed this year and so, will be part of the carry forward into next year.

Water Fund

The Water Fund is also a proprietary fund. The Revenues of the Water Fund reflect the increased water rate that the Council approved via Resolution 2012-#2 on May 1, 2012. The new rate will enable the City to undertake the \$2.3 million revenue bond. This budget does not include the \$2.3 million, 25-year revenue bond that we are developing in order to replace the in-ground reservoir on Voss Hill, east of the city, with above ground tanks. We hope to move forward in with this bond issue in this year and will undertake a supplemental budget when appropriate.

The revenue bond was initially designed to support for repairs of approximately \$150,000 at the water facility to reduce water loss there and \$60,000 for new radio meters for all water service customers throughout our service area. The City committed \$120,000 to the water plant and the first \$30,000 for the radio-read meter project in the 2012-13 fiscal year. We have another \$15,000 to complete the water plant repairs and \$30,000 more in the new fiscal year to complete the purchase of the necessary water meters.

This \$2.3 million project is only the first project necessary of \$15 million in upgrades defined in our Water Facility Plan update, which are necessary to replace our existing Water facility and primary transmission lines. This first project focuses on the Voss Hill reservoir because that is the primary location of our systems water loss. We will continue work replacing valves and metal connections in the water transmission lines.

Capital Improvement Program (CIP)

With our own Public Works staff in place, all primary systems running well, and our water loss cut in half (but, still over 30 percent loss), we have prepared our first CIP in over five years. The CIP focuses on present needs and the time frame for purchase varies from one year to five years. These items will be tracked in Capital Outlay in the appropriate Fund. This means that for most of these items, the funds budgeted in Capital Outlay will not be spent and will carry over into the next year.

General Use

Cost for these items will be split amongst the four Public Works Funds at roughly these percentages-Storm Drain (8%), Streets (12%), Wastewater (40%), and Water (40%). These rates will vary slightly to simplify tracking the items across Funds. To qualify as a Capital Outlay, the purchased item must cost more than \$5,000.

Rhino-\$7,000 (two years)

An All Terrain Vehicle (ATV) will be utilized to maintain transmission lines, parks, and city streets. This vehicle will be necessary for leaks along the main water transmission lines. In the past staff has utilized their own equipment when emergency situations have arisen. The city currently has 9 miles of transmission lines running through farm land and E.E. Wilson wildlife refuge. The only way to access these lines is by an ATV. The ATV would allow staff to carry equipment to problem areas and monitor the transmission lines.

Pick-up-\$10,000 (four years)

The public works department currently has three vehicles that have over 150,000 miles. Over the next four years one or more of these vehicles will need to be replaced.

Pole Barn-\$15,000 (five years)

Currently our vehicles are being covered by tarps and housed inside the maintenance shop. Due to an ongoing wastewater facilities plan the city cannot move forward with a building until the layout of a new wastewater plant is complete. A pole barn will be needed once the layout is complete and a five year CIP would cover the cost.

Wastewater

Generator-\$20,000 (five years)

The city is required by the Department of Environmental Quality (DEQ) to have a backup power supply to the wastewater lift station located in the county park. Currently there is no backup power at the lift station. If the power went out the city could be fined a large amount. The five year CIP puts the city in compliance with DEQ because there is a plan in place to take care of the issue.

Water Fund

Driver/Soft Start-\$7,000 (this year)

The driver soft starts need to be included in the upcoming budget because the city does not currently have a backup finish water pump. The city has been operating without a backup pump but if the main pump fails water cannot be produced.

Turbidity Meters-\$10,000 (two years)

The city's current turbidity meters are not manufactured anymore and parts are no longer available. These meters have to be in working condition to operate the water plant. There are two of them that need replaced over the next two years.

Street Overlay-\$12,000 per year

This would allow the city make necessary road repairs and sidewalk upgrades each year for the next five years. Sections of the upper and lower loop need to be repaired before they deteriorate beyond repair. The base underneath the road is still in good condition according to Benton County's road crew. They recommended doing asphalt overlay projects every year.

Parks Fund-\$5,000 (two years)

Play Structures

The equipment in the kiddy park is very old and there are two pieces that pose a danger. The teeter-totter and the merry-go-round are not safe and need to be replaced. Public works will be removing this equipment.

This Notice was included with the April Newsletter that accompanies the monthly utility bill sent by the City to every household in the City, which was mailed on March 28, 2013. In cases where the utility bill goes to an outside address, the newsletter and Notice were sent to every address within the city limits.

The Budget Committee for the City of Adair Village will hold its first meeting on April 16, 2013 at 6:00 PM at the Adair Village City Hall, 6030 William R. Carr Avenue, Adair Village. The purpose of this meeting is to present the budget and the budget message and to take comments and questions from the public.

A copy of the budget may be inspected or obtained at 6030 William R. Carr Avenue Adair Village after April 12th between the hours of 8:30 AM and 4:00 PM, or the budget may be viewed on the website of the City of Adair Village, which can be found at [www.adairvillage.org/Your Government/Finances/Budgets](http://www.adairvillage.org/Your%20Government/Finances/Budgets). This budget was prepared on a basis of accounting that is consistent with the basis of accounting used during the preceding year. This budget is for the annual period of July 1, 2013 through June 30, 2014.

NOTICE OF BUDGET HEARING

FORM LB-1

A meeting of the City of Adair Village City Council will be held on June 4, 2013 at 6:00 PM at the Adair Village City Hall, 6030 William R. Carr Avenue, Adair Village. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2013 as recommended by the City of Adair Village Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at 6030 William R. Carr Avenue Adair Village between the hours of 8:30 AM and 4:00 PM. This budget was prepared on a basis of accounting that is consistent with the basis of accounting used during the preceding year. Major changes, if any, and their effect on the budget, are explained below. This budget is for the annual period of July 1, 2013 through June 30, 2014.

County Benton	City Adair Village	Chairperson of Governing Body Mayor: Bill Currier	Telephone Number (541) 745-5507
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FORM LB-1 FINANCIAL SUMMARY

TOTAL ALL FUNDS		Approved Budget This Year 2012-2013	Approved Budget Next Year 2013-2014
Anticipated Requirements	1. Total Personal Services	\$336,350	\$416,654
	2. Total Material and Services	\$566,140	\$610,690
	3. Total Capital Outlay	\$217,221	\$141,400
	4. Total Debt Service	\$55,207	\$58,000
	5. Total Transfers	\$0	\$0
	6. Total Contingencies	\$191,371	\$159,500
	7. Total All other Expenditures and Requirements	\$0	\$0
	8. Total Unappropriated Ending Fund Balance	\$235,073	\$337,569
	9. Total Requirements	\$1,601,362	\$1,723,813
Anticipated Resources	10. Total Resources Except Property Taxes:	\$1,511,362	\$1,640,313
	11. Total Property Taxes Estimated to be Received:	\$90,000	\$83,500
	12. Total Resource -- add lines 10 and 11	\$1,601,362	\$1,723,813
Estimated Ad Valorem Property Taxes	13. Total Property Taxes Estimated to be Received:	\$90,000	\$83,500
	14. Plus Property Taxes Not to be Received:		
	A. Loss Due to Constitutional Limits:		
Disc. Discounts Allowed, Other Uncollected Amounts		\$0	\$1

STATEMENT OF INDEBTEDNESS

	Debt Outstanding As Summarized Below	Debt Authorized, Not Incurred None
	Estimated Debt Outstanding at the Beginning of the Budget Year	Estimated Debt Authorized, Not Incurred at the Beginning of the Budget Year
Long-Term Debt	July 1, 2012-2013 Approved Budget Year 289,067	July 1, 2013-2014 Approved Budget Year 253,900
Total Indebtedness	289,067	253,900

NOTICE OF PUBLIC HEARING

The City of Adair Village City Council will hold a public hearing on Tuesday June 4, 2013 at or about 6:00 PM in the City Hall/Community Center at 6030 William R. Carr Ave., Adair Village. The purpose is to receive public comment on the proposed use of State Revenue Sharing funds for fiscal year 2013-2014. All persons are invited to attend this meeting and provide the Council with oral and/or written comments concerning the proposed uses. The City Hall is handicapped accessible.

FORM
LB-2

FUNDS NOT REQUIRING A
PROPERTY TAX TO BE LEVIED

Name of Fund: Reserve Fund	Actual Data Last Year 2011-2012	Adopted Budget This Year 2012-2013	Approved Budget Next Year 2013-2014
1. Total Personal Services	0	0	0
2. Total Material and Services	0	0	0
3. Total Capital Outlay	0	0	0
4. Total Debt Service	0	0	0
5. Total Transfers	0	0	0
6. Total Contingencies	0	15,440	0
7. Total All other Expenditures & Requirements	0	15,440	0
8. Total Unappropriated Ending Fund Balance	15,418	0	15,418
9. Total Requirements	15,418	30,880	15,418
10. Total Resources	15,418	15,440	15,418

Name of Fund: Storm Drain Fund	Actual Data Last Year 2011-2012	Adopted Budget This Year 2012-2013	Approved Budget Next Year 2013-2014
1. Total Personal Services	6,112	7,541	13,217
2. Total Material and Services	5,998	14,000	11,600
3. Total Capital Outlay	0	0	0
4. Total Debt Service	0	0	0
5. Total Transfers	0	0	0
6. Total Contingencies	0	2,850	4,500
7. Total All other Expenditures & Requirements	0	0	0
8. Total Unappropriated Ending Fund Balance	10,592	4,109	4,283
9. Total Requirements	22,703	28,500	33,600
10. Total Resources	22,703	28,500	33,600

Name of Fund: Street Fund	Actual Data Last Year 2011-2012	Adopted Budget This Year 2012-2013	Approved Budget Next Year 2013-2014
1. Total Personal Services	18,264	11,347	18,693
2. Total Material and Services	20,538	22,900	21,600
3. Total Capital Outlay	0	30,000	25,250
4. Total Debt Service	0	0	0
5. Total Transfers	0	0	0
6. Total Contingencies	0	12,000	15,000
7. Total All other Expenditures & Requirements	0	0	0
8. Total Unappropriated Ending Fund Balance	49,486	4,440	22,557
9. Total Requirements	88,288	80,687	103,100
10. Total Resources	88,288	80,687	103,100

FORM
LB-2

FUNDS NOT REQUIRING A
PROPERTY TAX TO BE LEVIED

Name of Fund: System Development Fund	Actual Data Last Year 2011-2012	Adopted Budget This Year 2012-2013	Approved Budget Next Year 2013-2014
1. Total Personal Services	0	0	0
2. Total Material and Services	0	0	0
3. Total Capital Outlay	0	0	0
4. Total Debt Service	0	0	0
5. Total Transfers	0	0	0
6. Total Contingencies	0	0	0
7. Total All other Expenditures and Requirements	0	0	0
8. Total Unappropriated Ending Fund Balance	180,725	176,316	180,665
9. Total Requirements	0	0	0
10. Total Resources	180,725	176,316	180,665

Name of Fund: Wastewater Fund	Actual Data Last Year 2011-2012	Adopted Budget This Year 2012-2013	Approved Budget Next Year 2013-2014
1. Total Personal Services	95,564	90,013	113,297
2. Total Material and Services	134,453	172,200	117,000
3. Total Capital Outlay	0	12,000	17,450
4. Total Debt Service	22,217	20,894	22,000
5. Total Transfers	0	0	0
6. Total Contingencies	0	5,793	32,000
7. Total All other Expenditures and Requirements	0	0	0
8. Total Unappropriated Ending Fund Balance	0	0	18,803
9. Total Requirements	252,234	300,900	320,550
10. Total Resources	211,406	300,900	320,550

Name of Fund: Water Fund	Actual Data Last Year 2011-2012	Adopted Budget This Year 2012-2013	Approved Budget Next Year 2013-2014
1. Total Personal Services	145,335	132,648	190,343
2. Total Material and Services	158,930	272,430	313,930
3. Total Capital Outlay	0	160,000	66,200
4. Total Debt Service	34,790	34,313	36,000
5. Total Transfers	0	0	0
6. Total Contingencies	0	100,000	75,000
7. Total All other Expenditures and Requirements	0	0	0
8. Total Unappropriated Ending Fund Balance	436,254	50,209	68,127
9. Total Requirements	339,055	699,391	749,600
10. Total Resources	775,309	749,600	749,600

FORM
LB-3

**FUNDS REQUIRING A
PROPERTY TAX BE LEVIED**

Name of Fund: General Fund	Actual Data	Adopted Budget	Approved Budget
	Last Year 2011-2012	This Year 2012-2013	Next Year 2013-2014
1. Total Personal Services	107,497	94,801	81,104
2. Total Material and Services	238,406	134,610	146,560
3. Total Capital Outlay	15,221	20,221	32,500
4. Total Debt Service	0	0	0
5. Total Transfers	0	0	0
6. Total Contingencies	0	0	33,000
7. Total All other Expenditures and Requirements	361,124	249,632	293,164
8. Total Unappropriated Ending Fund Balance	109,641	51,488	27,716
9. Total Requirements	470,766	301,120	320,880
10. Total Resources Except Property Taxes	234,285	156,120	142,380
	Last Year	This Year	Next Year
11. Property Taxes Estimated to be Received	93,578	90,000	83,500
12. Total Resources	327,863	246,120	225,880
13. Property Taxes Estimated to be Received (line 11)	93,578	90,000	83,500
14. Estimated Property Taxes Not to be Received	0	0	0
A. Loss Due to Constitutional Limit	0	0	0
B. Discounts, other uncollected Amounts	2,714	9,100	7,000
15. Total Tax Levied (Add lines 13 and 14)	96,292	99,100	90,500
16. Permanent Rate Limit Levy (rate ltr limit)	0.0025894	0.0025894	0.0025894
17. Local Option Taxes	0	0	0
18. Levy for Bonded Debt or Obligations	0	0	0

FORM
LB-4

**SUMMARY OF ORGANIZATION
UNIT/PROGRAM BY FUND**

Name of Fund: General Fund

Name of Department: Administration/Planning	Actual Data	Adopted Budget	Approved Budget
	Last Year 2011-2012	This Year 2012-2013	Next Year 2013-2014
1. Total Personal Services	20,696	21,677	46,488
2. Total Material and Services	77,394	16,700	22,200
3. Total Capital Outlay	0	0	0
4. Total Debt Service	0	0	0
5. Total Transfers	0	0	0
6. Total Contingencies	0	0	0
7. Total All other Expenditures and Requirements	0	0	0
8. Total Unappropriated Ending Fund Balance	0	0	0
9. Total Requirements	98,090	38,377	68,688

FORM
LB-4

**SUMMARY OF ORGANIZATION
UNIT/PROGRAM BY FUND**

Name of Fund: General Fund

Name of Department: Building Permit	Actual Data	Adopted Budget	Approved Budget
	Last Year 2011-2012	This Year 2012-2013	Next Year 2013-2014
1. Total Personal Services	2,461	3,230	5,886
2. Total Material and Services	9,599	7,610	7,610
3. Total Capital Outlay	0	0	0
4. Total Debt Service	0	0	0
5. Total Transfers	0	0	0
6. Total Contingencies	0	0	0
7. Total All other Expenditures and Requirements	0	0	0
8. Total Unappropriated Ending Fund Balance	0	0	0
9. Total Requirements	12,060	10,840	13,496

Name of Department: Non-Departmental	Actual Data	Adopted Budget	Approved Budget
	Last Year 2011-2012	This Year 2012-2013	Next Year 2013-2014
1. Total Personal Services	0	0	0
2. Total Material and Services	101,674	58,550	80,400
3. Total Capital Outlay	0	5,000	30,000
4. Total Debt Service	0	0	0
5. Total Transfers	0	0	0
6. Total Contingencies	0	0	0
7. Total All other Expenditures and Requirements	0	0	0
8. Total Unappropriated Ending Fund Balance	0	0	0
9. Total Requirements	101,674	63,550	110,400

Name of Department: Parks	Actual Data	Adopted Budget	Approved Budget
	Last Year 2011-2012	This Year 2012-2013	Next Year 2013-2014
1. Total Personal Services	9,338	10,893	10,672
2. Total Material and Services	9,804	10,450	10,100
3. Total Capital Outlay	0	0	2,500
4. Total Debt Service	0	0	0
5. Total Transfers	0	0	0
6. Total Contingencies	0	0	0
7. Total All other Expenditures and Requirements	0	0	0
8. Total Unappropriated Ending Fund Balance	0	0	0
9. Total Requirements	19,142	21,343	23,272

Name of Department: Public Safety	Actual Data	Adopted Budget	Approved Budget
	Last Year 2011-2012	This Year 2012-2013	Next Year 2013-2014
1. Total Personal Services	75,002	59,001	18,058
2. Total Material and Services	39,935	41,300	26,250
3. Total Capital Outlay	15,221	15,221	0
4. Total Debt Service	0	0	0
5. Total Transfers	0	0	0
6. Total Contingencies	0	0	0
7. Total All other Expenditures and Requirements	0	0	0
8. Total Unappropriated Ending Fund Balance	0	0	0
9. Total Requirements	130,158	115,522	44,308

**BEFORE THE CITY COUNCIL OF THE
CITY OF ADAIR VILLAGE, OREGON**

In the Matter of Adopting the Budget,)
Making Appropriations, and Levying Taxes)
For Fiscal Year 2013-2014)

RESOLUTION NO. 2013 -- #4

ADOPTING THE BUDGET

IT IS HEREBY RESOLVED that the City Council of the City of Adair Village hereby adopts the budget for the fiscal year 2013-2014 in the sum of \$1,613,884 now on file in the City Office.

MAKING APPROPRIATIONS

IT IS HEREBY RESOLVED by the City Council of the City of Adair Village, that the amounts for the fiscal year beginning July 1, 2012 and ending June 30, 2013 and for the purposes shown below are hereby appropriated as follows:

GENERAL FUND	
Personal Services	\$ 81,104
Materials and Supplies	146,560
Capital Outlay	32,500
Contingency	33,000
Unappropriated Balance	<u>27,716</u>
Total General Fund	\$ 320,880
RESERVE FUND	
Unappropriated Balance	\$ 15,418
Total Reserve Fund	\$ 15,418
STORM DRAIN FUND	
Personal Services	\$ 13,217
Materials and Supplies	11,600
Capital Outlay	0
Contingency	4,500
Unappropriated Final Balance	<u>4,283</u>
Total Storm Drain Fund	\$ 33,600
STREET FUND	
Personal Services	\$ 18,693
Materials and Supplies	21,800
Capital Outlay	25,250
Contingency	15,000
Unappropriated Final Balance	<u>22,567</u>
Total Street Fund	\$ 103,100

SYSTEMS DEVELOPMENT FUND

Unappropriated Balance \$ 180,665
Total System Development Fund \$ 180,665

WASTEWATER FUND

Personal Services \$ 113,297
Materials and Supplies 117,000
Capital Outlay \$17,450
Debt Service 22,000
Contingency 32,000
Unappropriated Balance 18,803
Total Wastewater Fund \$320,560

WATER FUND

Personal Services \$ 190,343
Materials and Supplies 313,930
Capital Outlay 66,200
Debt Service 36,000
Contingency 75,000
Unappropriated Balance 68,127
Total Water Fund \$ 749,600

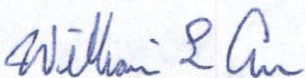
TOTAL APPROPRIATIONS

IMPOSING THE TAX

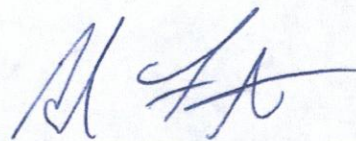
IT IS HEREBY RESOLVED that the City Council of the City of Adair Village hereby imposes the taxes provided for in the adopted budget at the rate of \$2.5894 per \$1000 of assessed valuation for operations; and that these taxes are hereby imposed and categorized for tax year 2013-2014 upon the assessed value of all taxable property within the City of Adair Village.

	GENERAL GOVERNMENT	EXCLUDED FROM LIMITATION
General Fund	\$2.5894 per \$1000.00	\$0

DATED: This 4th day of June 2013



Mayor



City Administrator

**BEFORE THE CITY COUNCIL FOR THE
CITY OF ADAIR VILLAGE, OREGON**

In the Matter of Declaring the City's Election)
To Receive State Revenues for 2013-14)

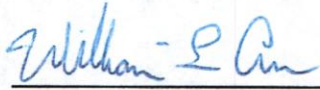
RESOLUTION NO. 2013 - #3

WHEREAS, the Budget Committee held a public hearing to allow public input on the use of State Shared Revenues; and

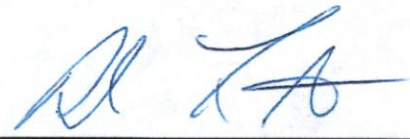
WHEREAS, the City Council has reviewed possible uses for State Shared Revenues for fiscal year 2013-14; now therefore

IT IS HEREBY RESOLVED by the City Council of the City of Adair Village, that pursuant to ORS 221.770, the City hereby elects to receive state revenue for fiscal year 2013-2014.

DATED: This 4th day of June, 2013.

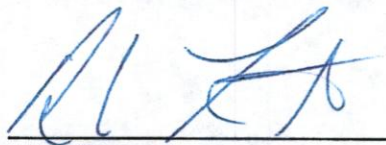


Mayor



City Administrator

I certify that that a public hearing was held before the Budget Committee on May 23, 2013 and a public hearing before the City Council was held on June 4, 2013 giving the citizens an opportunity to comment on use of State Revenue Sharing.



City Recorder

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

FORM LB-50 2013-2014

To assessor of Benton County

- Be sure to read instructions in the Notice of Property Tax Levy Forms and Instruction booklet Check here if this is an amended form.

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

6030 William R. Carr Av. Adair Village OR 97330 June 21, 2013
Mailing Address of District City State ZIP code Date

Drew Foster City Administrator 541-609-1975 drew.foster@adairvillage.or
Contact Person Title Daytime Telephone Contact Person E-Mail

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

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

PART I: TOTAL PROPERTY TAX LEVY

		Subject to General Government Limits		
		Rate -or- Dollar Amount		
1. Rate per \$1,000 or Total dollar amount levied (within permanent rate limit)	1	2.5894		
2. Local option operating tax	2			
3. Local option capital project tax	3			
4. Levy for pension and disability obligations	4			
5a. Levy for bonded indebtedness from bonds approved by voters prior to October 6, 2001	5a.			Excluded from Measure 5 Limits Dollar Amount of Bond Levy
5b. Levy for bonded indebtedness from bonds approved by voters on or after October 6, 2001	5b.			
5c. Total levy for bonded indebtedness not subject to Measure 5 or Measure 50 (total of 5a + 5b)	5c.	0		

PART II: RATE LIMIT CERTIFICATION

6. Permanent rate limit in dollars and cents per \$1,000	6	2.5894
7. Election date when your new district received voter approval for your permanent rate limit	7	NA
8. Estimated permanent rate limit for newly merged/consolidated district	8	NA

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

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

Part IV. SPECIAL ASSESSMENTS, FEES AND CHARGES

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

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

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

Code	Total GF	Adm/Ping	Bldg.	Non-Dept.	Parks	Public Safety	Reserve	SDC	Storm Drain	Street	Wastewater	Water	Total 2013-14
Personal Services													
8010 City Administrator	\$ 11,600	\$ 11,600									\$ 20,125	\$ 26,875	\$ 57,600
8012 Assistant City Administrator	\$ 9,914	\$ 4,609	\$ 2,305								\$ 13,828	\$ 20,742	\$ 46,093
8014 Assistant City Recorder	\$ 3,664	\$ 3,664									\$ 5,497	\$ 8,245	\$ 18,322
8016 Utility/Court Clerk	\$ 3,464	\$ 2,078	\$ 1,385						\$ 916		\$ 4,156	\$ 6,235	\$ 13,855
8018 Finance Clerk	\$ 6,294	\$ 6,294											\$ 6,294
8019 Administrative Assistant	\$ 999	\$ 999											\$ 999
8020 Janitor	\$ 2,400	\$ 2,400				\$ 2,400							\$ 2,400
8040 Police Chief	\$ 10,393					\$ 10,393							\$ 10,393
8041 Code Compliance	\$ 222					\$ 222							\$ 222
8048 Records Clerk	\$ 5,543					\$ 5,543							\$ 5,543
PS Overtime													
8026 Recreation Coordinator	\$ 1,000												\$ 1,000
8030 Public Works Supervisor	\$ 1,000												\$ 1,000
8064 Utility Worker III	\$ 7,428	\$ 3,679	\$ 516			\$ 1,101	\$ 1,827		\$ 1,646	\$ 4,395	\$ 10,613	\$ 26,192	\$ 43,663
8085 Taxes	\$ 3,600	\$ 3,600				\$ 2,303			\$ 384	\$ 1,452	\$ 1,151	\$ 3,838	\$ 7,675
8082 Retirement Benefits	\$ 12,000	\$ 12,000							\$ 998	\$ 1,452	\$ 2,421	\$ 15,395	\$ 34,510
8091 Health Benefits	\$ 28,000	\$ 28,000							\$ 3,611	\$ 4,621	\$ 20,659	\$ 37,287	\$ 72,228
TOTAL	\$ 81,104	\$ 49,488	\$ 5,886		\$ 10,972	\$ 18,088		\$ 13,217	\$ 18,093	\$ 113,297	\$ 180,343	\$ 416,854	\$ 416,854
Material & Service													
5205 Audit	\$ 1,000			\$ 1,000									\$ 1,000
5104 Bank Charges	\$ 1,000			\$ 1,000									\$ 1,000
Building Permits-													
5121 Benon County Building Dept	\$ 6,300		\$ 6,300										\$ 6,300
5123 Building Electric Permits	\$ 1,080		\$ 1,080										\$ 1,080
5122 Building Permits- State Surcharge	\$ 3,600		\$ 3,600								\$ 5,000	\$ 20,000	\$ 28,600
5105 Chemicals	\$ 3,600	\$ 3,600									\$ 4,000	\$ 60,000	\$ 65,100
5215 City Attorney	\$ 12,000	\$ 12,000											\$ 12,000
5225 City Planner	\$ 28,000					\$ 28,000							\$ 28,000
5230 Contract Services	\$ 2,500								\$ 1,000				\$ 2,500
CS-Dispatch	\$ 1,000												\$ 1,000
CS-Engineering	\$ 5,000												\$ 5,000
CS-ONI	\$ 2,500												\$ 2,500
CS-Attorney Fees	\$ 16,000												\$ 16,000
CS-Other	\$ 3,200												\$ 3,200
5110 Dues	\$ 500												\$ 500
5115 Election Fees	\$ 500												\$ 500
5245 Equipment-Maint. & Repair	\$ 760												\$ 760
5246 Equipment-Purchase	\$ 260												\$ 260
5128 Equipment Rental/Lease	\$ 1,000												\$ 1,000
5189 Events-Parks & Rec	\$ 5,000												\$ 5,000
5174 Improvements-Buildings & Parks	\$ 800												\$ 800
5125 Insurance	\$ 2,250												\$ 2,250
5127 Lab Analysis	\$ 1,250												\$ 1,250
5135 Maintenance	\$ 1,000												\$ 1,000
5129 Maintenance-Building & Parks	\$ 2,000												\$ 2,000
5145 Mayor and Council Expenses	\$ 2,000												\$ 2,000
5155 Mileage	\$ 250												\$ 250
5151 Miscellaneous	\$ 3,000												\$ 3,000
5152 Municipal Court	\$ 4,000												\$ 4,000
5157 Office Supplies	\$ 1,500												\$ 1,500
5165 Parks-Youth Activities	\$ 3,000												\$ 3,000
5165 Permits	\$ 400												\$ 400
5168 Postage	\$ 760												\$ 760
5103 Property Taxes	\$ 250												\$ 250
5171 Publication and Legal Notices	\$ 400												\$ 400
5107 BARE	\$ 760												\$ 760
5172 Safety Equipment	\$ 250												\$ 250
5260 Security Alarm	\$ 250												\$ 250
5176 Signage	\$ 5,000												\$ 5,000
5176 Street Improvements	\$ 250												\$ 250
5270 Street Sweeping	\$ 250												\$ 250
5260 Surety Bonds	\$ 3,260												\$ 3,260
5181 System Maintenance and Repair	\$ 20,000												\$ 20,000
5185 Telephone	\$ 700												\$ 700
5235 Transit	\$ 100												\$ 100
5188 Travel and Training	\$ 3,750												\$ 3,750
5189 Uniforms	\$ 2,000												\$ 2,000
5170 Utilities	\$ 146,860												\$ 146,860
5190 Vehicle Fuel & Maintenance	\$ 22,200												\$ 22,200
5194 Weapons & Ammunition	\$ 7,610												\$ 7,610
TOTAL	\$ 146,860	\$ 22,200	\$ 7,610	\$ 80,400	\$ 10,100	\$ 26,250	\$ -	\$ -	\$ 11,600	\$ 21,600	\$ 117,000	\$ 313,930	\$ 610,890

Code	Total GF	Adm/Ping	Bldg.	Non-Dept	Parks	Public Safety	Reserve	SDC	Storm Drain	Street	Wastewater	Water	Total 2013-14
Capital Outlay													
5315 Buildings	\$ 30,000			\$ 30,000						\$ 400	\$ 1,200	\$ 1,200	\$ 32,800
5330 Equipment	\$ -									\$ 850	\$ 2,250	\$ 2,500	\$ 5,600
5345 Meters	\$ -											\$ 30,000	\$ 30,000
5354 Park Improvements	\$ 2,800				\$ 2,800								\$ 2,800
5355 Park Landscaping	\$ -												\$ -
5356 Plant & Equipment	\$ -												\$ -
5370 Vehicles	\$ -												\$ -
5385 Storm Drain Improvements	\$ -										\$ 4,000	\$ 30,000	\$ 34,000
5375 Streets	\$ -												\$ -
5390 Wastewater Improvements	\$ -									\$ 24,000			\$ 24,000
5390 Water Improvements	\$ -										\$ 10,000		\$ 10,000
5325 Wastewater Facilities	\$ -											\$ 2,500	\$ 2,500
5320 Water Facilities	\$ -												\$ -
TOTAL	\$ 32,800	\$ -	\$ -	\$ 30,000	\$ 2,800	\$ -	\$ -	\$ -	\$ -	\$ 25,250	\$ 17,450	\$ 69,200	\$ 141,400
Debt Service													
5425 Wastewater Facilities-1997	\$ -										\$ 22,000		\$ 22,000
5420 Water Facilities-1997	\$ -											\$ 30,000	\$ 30,000
5410 Water Facilities-1990	\$ -											\$ 6,000	\$ 6,000
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 22,000	\$ 36,000	\$ 58,000
Transfers													
5550 Reserve Fund	\$ -												\$ -
5560 Street Fund	\$ -												\$ -
5580 Wastewater Fund	\$ -												\$ -
5570 Water Fund	\$ -												\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingencies & Unappropriated Balances													
6690 Contingency	\$ 33,000						\$ -	\$ -	\$ 4,500	\$ 16,000	\$ 32,000	\$ 75,000	\$ 159,500
7777 UNAPPROPRIATED BALANCE	\$ 27,716						\$ 15,418	\$ 180,665	\$ 4,283	\$ 22,657	\$ 18,803	\$ 68,127	\$ 337,569
TOTAL	\$ 60,716	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,418	\$ 180,665	\$ 8,783	\$ 37,657	\$ 50,803	\$ 143,127	\$ 337,569
TOTAL-ALL CATEGORIES	\$ 320,880	\$ 68,688	\$ 13,496	\$ 110,400	\$ 23,272	\$ 44,308	\$ 16,418	\$ 180,665	\$ 33,600	\$ 103,100	\$ 330,560	\$ 746,600	\$ 1,723,813

Personnel by Fund-COLA2.5%

POSITION	FTE	Cost	GF-Admin	GF-Bldg	GF-Parks	GF-PS	TOTAL-GF	SD	Str	WW	W	
City Administrator			20.0%							35.0%		45.0%
Salary	100.00%	\$ 57,500	\$ 11,500	\$ -	\$ -	\$ -	\$ 11,500	\$ -	\$ -	\$ 20,125	\$ 25,875	\$ 57,500
Taxes		\$ 8,071	\$ 1,614	\$ -	\$ -	\$ -	\$ 1,614	\$ -	\$ -	\$ 2,825	\$ 3,632	\$ 8,071
Health Insurance		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Retirement Benefits		\$ 22,294	\$ 4,459	\$ -	\$ -	\$ -	\$ 4,459	\$ -	\$ -	\$ 7,803	\$ 10,032	\$ 22,294
Total		\$ 87,864	\$ 17,573	\$ -	\$ -	\$ -	\$ 17,573	\$ -	\$ -	\$ 30,753	\$ 39,539	\$ 87,864
Ass't City Administrator			10.0%		5.0%			5.0%		30.0%		45.0%
Salary	100.00%	\$ 46,093	\$ 4,609	\$ 2,305	\$ -	\$ -	\$ 6,914	\$ 2,305	\$ 2,305	\$ 13,828	\$ 20,742	\$ 46,093
Taxes		\$ 6,470	\$ 647	\$ 323	\$ -	\$ -	\$ 970	\$ 323	\$ 323	\$ 1,941	\$ 2,911	\$ 6,470
Health Insurance		\$ 17,343	\$ 1,734	\$ 867	\$ -	\$ -	\$ 2,601	\$ 867	\$ 867	\$ 5,203	\$ 7,804	\$ 17,343
Retirement Benefits		\$ 10,131	\$ 1,013	\$ 507	\$ -	\$ -	\$ 1,520	\$ 507	\$ 507	\$ 3,039	\$ 4,559	\$ 10,131
Total		\$ 80,037	\$ 8,003	\$ 3,192	\$ -	\$ -	\$ 12,006	\$ 4,002	\$ 4,002	\$ 24,011	\$ 36,017	\$ 80,037
Utility/Court Clerk			20.0%					5.0%		30.0%		45.0%
Salary	68.75%	\$ 18,322	\$ 3,664	\$ -	\$ -	\$ -	\$ 3,664	\$ 916	\$ -	\$ 5,497	\$ 8,245	\$ 18,322
Janitorial			100%									\$ -
Salary	5.00%	\$ 999	\$ 999	\$ -	\$ -	\$ -	\$ 999	\$ -	\$ -	\$ -	\$ -	\$ 999
Total Salary		\$ 19,321	\$ 4,664	\$ -	\$ -	\$ -	\$ 4,664	\$ 916	\$ -	\$ 5,497	\$ 8,245	\$ 19,322
Taxes		\$ 2,712	\$ 542	\$ -	\$ -	\$ -	\$ 542	\$ 136	\$ -	\$ 814	\$ 1,220	\$ 2,712
Health Insurance		\$ 17,343	\$ 3,469	\$ -	\$ -	\$ -	\$ 3,469	\$ 867	\$ -	\$ 5,203	\$ 7,804	\$ 17,343
Retirement Benefits		\$ 4,247	\$ 849	\$ -	\$ -	\$ -	\$ 849	\$ 212	\$ -	\$ 1,274	\$ 1,911	\$ 4,247
Total		\$ 43,622	\$ 9,525	\$ -	\$ -	\$ -	\$ 9,525	\$ 2,131	\$ -	\$ 12,787	\$ 19,181	\$ 43,623
Finance Clerk			15.0%		10.0%					30.0%		45.0%
Salary	52.50%	\$ 13,855	\$ 2,078	\$ 1,385	\$ -	\$ -	\$ 3,464	\$ -	\$ -	\$ 4,156	\$ 6,235	\$ 13,855
Rec Coordinator					100.0%							\$ -
Salary	20.00%	\$ 5,543	\$ -	\$ -	\$ 5,543	\$ -	\$ 5,543	\$ -	\$ -	\$ -	\$ -	\$ 5,543
Total Salary		\$ 19,398	\$ 2,078	\$ 1,385	\$ 5,543	\$ -	\$ 9,007	\$ -	\$ -	\$ 4,156	\$ 6,235	\$ 19,398
Taxes		\$ 2,723	\$ 292	\$ 194	\$ 778	\$ -	\$ 1,264	\$ -	\$ -	\$ 583	\$ 875	\$ 2,723
Health Insurance		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Retirement Benefits		\$ 4,264	\$ 457	\$ 305	\$ 1,218	\$ -	\$ 1,980	\$ -	\$ -	\$ 914	\$ 1,370	\$ 4,264
Total		\$ 26,384	\$ 2,827	\$ 1,884	\$ 7,540	\$ -	\$ 12,251	\$ -	\$ -	\$ 5,653	\$ 8,480	\$ 26,384
Administrative Clerk			100.0%									
Salary	30.00%	\$ 6,294	\$ 6,294	\$ -	\$ -	\$ -	\$ 6,294	\$ -	\$ -	\$ -	\$ -	\$ 6,294
Taxes		\$ 883	\$ 883	\$ -	\$ -	\$ -	\$ 883	\$ -	\$ -	\$ -	\$ -	\$ 883
Health Insurance		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Retirement Benefits		\$ 1,383	\$ 1,383	\$ -	\$ -	\$ -	\$ 1,383	\$ -	\$ -	\$ -	\$ -	\$ 1,383
Total		\$ 8,560	\$ 8,560	\$ -	\$ -	\$ -	\$ 8,560	\$ -	\$ -	\$ -	\$ -	\$ 8,560
Chief						100.0%						
Salary	50.00%	\$ 2,400	\$ -	\$ -	\$ -	\$ 2,400	\$ 2,400	\$ -	\$ -	\$ -	\$ -	\$ 2,400
Taxes		\$ 337	\$ -	\$ -	\$ -	\$ 337	\$ 337	\$ -	\$ -	\$ -	\$ -	\$ 337
Health Insurance		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Retirement Benefits		\$ 593	\$ -	\$ -	\$ -	\$ 593	\$ 593	\$ -	\$ -	\$ -	\$ -	\$ 593
Total		\$ 3,330	\$ -	\$ -	\$ -	\$ 3,330	\$ 3,330	\$ -	\$ -	\$ -	\$ -	\$ 3,330
Records Clerk						100.0%						
Salary	25.00%	\$ 222	\$ -	\$ -	\$ -	\$ 222	\$ 222	\$ -	\$ -	\$ -	\$ -	\$ 222
Taxes		\$ 31	\$ -	\$ -	\$ -	\$ 31	\$ 31	\$ -	\$ -	\$ -	\$ -	\$ 31
Health Insurance		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Retirement Benefits		\$ 55	\$ -	\$ -	\$ -	\$ 55	\$ 55	\$ -	\$ -	\$ -	\$ -	\$ 55
Total		\$ 308	\$ -	\$ -	\$ -	\$ 308	\$ 308	\$ -	\$ -	\$ -	\$ -	\$ 308

Personnel by Fund-COLA2.5%

POSITION	FTE	Cost	GF-Admin	GF-Bldg	GF-Parks	GF-PS	TOTAL-GF	SD	Str	WW	W
Compliance Officer						100.0%					
Salary	40.00%	\$ 10,393	\$ -	\$ -	\$ -	\$ 10,393	\$ 10,393	\$ -	\$ -	\$ -	\$ -
Taxes		\$ 1,459	\$ -	\$ -	\$ -	\$ 1,459	\$ 1,459	\$ -	\$ -	\$ -	\$ -
Health Insurance		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Retirement Benefits		\$ 2,568	\$ -	\$ -	\$ -	\$ 2,568	\$ 2,568	\$ -	\$ -	\$ -	\$ -
Total		\$ 14,420	\$ -	\$ -	\$ -	\$ 14,420	\$ 14,420	\$ -	\$ -	\$ -	\$ -
Public Works Supervisor								5.0%	10.0%	25.0%	60.0%
Salary	100.00%	\$ 43,653	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,183	\$ 4,365	\$ 10,913	\$ 26,192
Taxes		\$ 6,127	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 306	\$ 613	\$ 1,532	\$ 3,676
Health Insurance		\$ 20,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,010	\$ 2,020	\$ 5,050	\$ 12,120
Retirement Benefits		\$ 9,595	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 480	\$ 959	\$ 2,399	\$ 5,757
Total		\$ 79,575	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,979	\$ 7,957	\$ 19,894	\$ 47,745
Public Works III								5.0%	10.0%	30.0%	55.0%
Salary	100.00%	\$ 32,915	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,646	\$ 3,291	\$ 9,874	\$ 18,103
Taxes		\$ 4,620	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 231	\$ 462	\$ 1,386	\$ 2,541
Health Insurance		\$ 17,343	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 867	\$ 1,734	\$ 5,203	\$ 9,539
Retirement Benefits		\$ 7,235	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 362	\$ 723	\$ 2,170	\$ 3,979
Total		\$ 62,112	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,106	\$ 6,211	\$ 18,634	\$ 34,162
Public Works I					30.0%				5%	15%	50%
Salary	40.00%	\$ 7,675	\$ -	\$ -	\$ 2,303	\$ -	\$ 2,303	\$ -	\$ 384	\$ 1,151	\$ 3,838
Taxes		\$ 1,077	\$ -	\$ -	\$ 323	\$ -	\$ 323	\$ -	\$ 54	\$ 162	\$ 539
Health Insurance		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Retirement Benefits		\$ 1,687	\$ -	\$ -	\$ 506	\$ -	\$ 506	\$ -	\$ 84	\$ 253	\$ 844
Total		\$ 10,440	\$ -	\$ -	\$ 3,132	\$ -	\$ 3,132	\$ -	\$ 522	\$ 1,566	\$ 5,220
						Total GF					
Salary		\$ 245,864	\$ 29,145	\$ 3,690	\$ 7,846	\$ 13,015	\$ 53,696	\$ 7,049	\$ 10,345	\$ 65,545	\$ 109,229
Taxes		\$ 34,510	\$ 3,979	\$ 518	\$ 1,101	\$ 1,827	\$ 7,425	\$ 996	\$ 1,452	\$ 9,242	\$ 15,395
Health Insurance		\$ 72,229	\$ 5,203	\$ 867	\$ -	\$ -	\$ 6,070	\$ 3,611	\$ 4,621	\$ 20,659	\$ 37,267
Retirement Benefits		\$ 64,051	\$ 8,161	\$ 811	\$ 1,724	\$ 3,216	\$ 13,913	\$ 1,560	\$ 2,274	\$ 17,852	\$ 28,452
TOTAL		\$ 416,654	\$ 46,488	\$ 5,886	\$ 10,672	\$ 18,058	\$ 81,104	\$ 13,217	\$ 18,693	\$ 113,297	\$ 190,343

Combined GF Revenues

CITY OF ADAIR VILLAGE ANNUAL BUDGET
FISCAL YEAR 2013-2014

GENERAL FUND - COMBINED REVENUES

	ACTUAL 2010-11	ACTUAL 2011-12	ADOPTED BUDGET 2012-13	PROPOSED BUDGET 2013-14	BUDGET COMM 2013-14	CITY COUNCIL 2013-14
REVENUES						
Beginning Fund Balance	302,544	142,903	\$ 55,000	95,000		
SDC Fees	-	-	-		-	-
Violation Fines	19914	4,192	4,800	1,200		
Building Permits	9713	5,765	6,000	6,000		
Electrical Permits	3347	1,309	3,000	3,000		
Permits-State Surcharge		249	1,080	1,080		
Permits-CET/SchoolDistrict		2,951				
Cigarette Tax	1349	1,240	1,200	1,000		
Franchise Fees	29129	30,242	42,000	42,000	¹	
Grant-PS-BVP Grant	3150	1,924	0			-
DRE Grant	879		0			-
Grant-PS-Traffic Safety Grant	2660	400	0			-
Grant - Planning			1,000			
Grant - Park & Rec Program	2000		2,500	2,500		
Grant-Business Oregon Integ. Brwnfld		44,010				-
Grant-Business Oregon-Soil Sampling		10,823				-
Interest Income	1865	2,950	2,400	2,800		
Lease-Building	36699	31,231	31,200	25,000		
Lease-Property	17929	20,981	36,000	30,000	²	
Leases-Property Tax		761	2,940	2,000		
Liquor Tax	11792	10,414	10,000	12,000		
Miscellaneous Revenue	2153	5,018	1,000	2,000		
Planning and Zoning Fees	560	120	2,000	2,000		
Property Tax - Current Year	89363	91,240	88,000	82,000		
Property Tax - Prior Years	1894	2,337	2,000	1,500		
Refunds	984	53,404	2,500	2,500		
Revenue Sharing	6251	6,302	6,500	7,000		
Room Rental				300		-
Transfer In - Reserve	56,083					-
TOTAL REVENUES	600,258	470,766	301,120	320,880	-	-
<i>Income minus Beginning Fund Balance and PS grants</i>	294,175	327,863	246,120	225,880	-	-
EXPENDITURES						
Administration /Planning	62,743	98,090	38,377	68,688		-
Building Permit Dept	18,782	12,060	10,840	13,496		-
Non-Departmental	169,084	101,674	63,550	110,400		-
Parks	31,488	19,142	21,343	23,272		-
Public Safety	175,258	130,158	115,522	44,308		-
Public Safety Grants						-
Subtotal department expenditures	457,355	361,124	249,632	260,164	-	-
TRANSFERS****						
Reserve Fund						
Subtotal Transfers	-	-	-	-	-	-
Contingencies	-	-	-	33,000	-	-
Unappropriated End Balance	142,903	109,641	51,488	27,716		
TOTAL	600,258	470,766	301,120	320,880	0	0
Carry forward	142,903	109,641	51,488	60,716		

1-Franchise Fees all increased to 5%.
2-Area leased to PRC at industrial site.

CITY OF ADAIR VILLAGE ANNUAL BUDGET
FISCAL YEAR 2013-2014

GENERAL FUND - COMBINED EXPENSES

	ACTUAL 2010-11	ACTUAL 2011-12	ADOPTED BUDGET 2012-13	PROPOSED BUDGET 2013-14	BUDGET COMM 2013-14	CITY COUNCIL 2013-14
TOTAL REVENUES	600,258	470,766	301,120	320,880	0	
Personal Services						
Staffing	123,131	72,950	79,989	53,696		
Taxes	9,837	13,139	6,227	7,425		
Health Insurance				6,070		
Retirement	<u>39,396</u>	<u>21,408</u>	<u>8,585</u>	<u>13,913</u>		
Subtotal Personal Services	172,364	107,497	94,801	81,104	0	0
Material and Services						
Audit	3,540	3,132	1,000	1,000		
Bank Charges	314	1,509	1,000	1,000		
Building Permits-Benton County Building Dep't	5,663	5,648	4,200	6,300		
Building/Electric Permits-Benton Co BD	2,148	46	2,100	0		
Building Permits-State Surcharge	1,028	777	1,080	1,080		
Building Permits-School Dist. CET	0	3,128	0	0		
City Attorney	3,000	700	3,600	3,600		
City Engineer	818	2,488	3,600	3,600		
City Planner	11,840	11,644	6,000	12,000		
Contract Services	22,777	84,724	16,000	47,000		
Dues	3,286	3,936	3,680	3,230		
Election Fees	0	0	0	0		
Equipment-Maint. & Repair	718	1,183	500	500		
Equipment-Purchase	2,834	4,249	1,500	750		
Equipment-Rental/Lease	0	146	500	250		
Events	0	237	1,000	1,000		
Improvements & Maintenance-Buildings & Parks	1,323	4,444	2,500	2,250		
Insurance	19,585	38,163	14,900	5,800		
Mayor and Council Expenses	968	680	1,000	1,000		
Miscellaneous	5,158	4,772	2,300	2,300		
Municipal Court	11,212	2,421	4,200	3,000		
Parks-Youth Activities	3,077	3,765	4,000	4,000		
Postage	903	1,983	700	1,500		
Publication and Legal Notices	571	0	400	400		
RARE	19,000	0	0	0		
Security Alarm	881	1,405	1,500	750		
Signage	6,130	9,648	0	0		
Supplies	8,667	8,533	8,250	5,300		
Surety Bonds	0	0	250	250		
Taxes (property taxes on leased property)	2,801	2,823	3,000	3,000		
Telephone	7,664	6,112	7,400	3,250		
Transit	0	13,113	14,600	26,000		
Travel and Training	10,108	3,511	4,700	700		
Uniforms	4,607	972	2,400	0		
Utilities	3,494	3,190	5,750	3,750		
Vehicle Fuel & Maintenance	9,596	6,203	8,000	2,000		
Weapons & Ammunition	324	3,121	3,000	0		
Subtotal Materials and services	174,035	238,406	134,610	146,560	0	0
Capital Outlay						
Building Improvements	90,575	0	0	30,000		
Equipment	0	0	5,000	0		
Park Improvements	4,570	0	0	2,500		
Park Landscaping	590	0	0	0		
Vehicles	15,221	15,221	15,221	0		
Subtotal Capital Outlay	110,956	15,221	20,221	32,500	0	0
Transfers****					0	0
To Reserve Fund					0	0
Subtotal Transfers	0	0	0	0	0	0
Contingencies	0	0	0	33,000		
TOTAL EXPENDITURES	457,355	361,124	249,632	293,164	0	0
UNAPPROPRIATED ENDING BAL	142,903	109,641	51,488	27,716		
TOTAL	600,258	470,766	301,120	320,880		

**CITY OF ADAIR VILLAGE ANNUAL BUDGET
FISCAL YEAR 2013-2014**

GENERAL FUND - COMBINED EXPENSES BY SUB-FUND

	<u>TOTAL</u>	<u>Admin/ Planning</u>	<u>Building</u>	<u>Non-Dept</u>	<u>Parks</u>	<u>Public Safety</u>
TOTAL REVENUES	320,880					
Personal Services						
City Administrator	11,500	11,500	-	-	-	
Ass't City Administrator	6,914	4,609	2,305	-	-	
Utility/Court Clerk	3,665	3,665	-	-	-	-
Finance Clerk	3,464	2,079	1,385	-	-	
Admin Assistant	6,294	6,294	-	-	-	
Recreation Coordinator	5,543				5,543	
Police Chief	2,400					2,400
Records Clerk	222					222
Code Compliance	10,393					10,393
Janitorial	999	999	-	-	-	
Public Works-Parks	2,303				2,303	
Taxes	7,425	3,979	518	-	1,101	1,827
Health Insurance	6,070	5,203	867	-	-	-
Retirement Benefits	13,913	8,161	811	-	1,724	3,216
Subtotal Personal Services	81,104	46,488	5,886	0	10,672	18,058
Material and Services						
Audit	1,000			1,000		
Bank Charges	1,000			1,000		
Building Permits-Benton County	6,300		6,300			
Building/Electric Permits-Benton County	0		-			
Building Permits-State Surcharge	1,080		1,080			
Building Permits-CET-School District	0		-			
City Attorney	3,600	3,600				
City Engineer	3,600	3,600				
City Planner	12,000	12,000				
Contract Services	47,000	2,500		18,500	-	26,000
Dues	3,230		30	3,200		
Election Fees	0			-		
Equipment-Lease/Rental	250			250		
Equipment-Maint. & Repair	500			500		
Equipment-Purchase	750			750		
Events	1,000				1,000	
Improvements-Buildings & Parks	0					
Insurance	5,800			5,000	800	
Janitorial	0					
Maintenance-Building/Parks	2,250			1,000	1,250	
Mayor and Council Expenses	1,000			1,000		
Miscellaneous	2,300	250	50	2,000	-	
Municipal Court	3,000			3,000		
Parks-Maintenance	0					
Parks-Youth Activities	4,000				4,000	
Postage	1,500			1,500		
Property Taxes	3,000			3,000		
Publication and Legal Notices	400			400		
RARE	0			-		
Security Alarm	750			750		
Signage	0			-		
Supplies	5,300	250	50	4,000	1,000	
Surety Bonds	250			250		
Telephone	3,250			3,000		250
Transit	26,000			26,000		
Travel and Training	700	-	100	500	100	
Uniforms	0					
Utilities	3,750			3,000	750	
Vehicle Fuel & Maintenance	2,000			800	1,200	
Weapons & Ammunition	0					
Subtotal Materials and services	146,560	22,200	7,610	80,400	10,100	26,250
Capital Outlay						
Building Improvements	30,000			30,000		
Equipment	0			-		
Park Improvements	2,500				2,500	
Park Landscaping	0					
Park Equipment	0					
Vehicles	0					
Subtotal Capital Outlay	32,500	-	-	30,000	2,500	-
Transfers****						
To Building & Equipment Reserve Fund	0	-	-	-	-	-
Subtotal Transfers	0	-	-	-	-	-
Contingencies	33,000	-				
Unappropriated End Balance	27,716					
TOTAL EXPENDITURES	320,880	68,688	13,496	110,400	23,272	44,308

**CITY OF ADAIR VILLAGE ANNUAL BUDGET
FISCAL YEAR 2013-2014**

GENERAL FUND - ADMINISTRATION & PLANNING

	ACTUAL 2010-11	ACTUAL 2011-12	ADOPTED BUDGET 2012-13	PROPOSED BUDGET 2013-14	BUDGET COMM 2013-14	CITY COUNCIL 2013-14
PERSONAL SERVICES						
Staffing	25,912	15,438	16,619	29,145 ¹		
City Administrator (10%)						
Asst. City Recorder						
Summer Program Coordinator						
Assistant City Administrator (20%)						
Janitorial						
Finance Clerk (25%)						
Code Enforcement						
Admin Assistant (100%)						
Taxes	2,070	2,154	1,255	3,979 ²		
Health Insurance				5,203		
Retirement	8,290	3,104	3,803	8,161		
Subtotal Personal Services	36,272	20,696	21,677	46,488	0	0
MATERIALS AND SERVICES						
City Attorney	3,000	700	3,600	3,600		
City Engineer	818	2,488	3,600	3,600		
City Planner	11,840	11,644	6,000	12,000		
Contract Services	9,795	61,530	2,500	2,500 ³		
Miscellaneous	26	14	500	250		
Supplies	63	30	500	250		
Travel and Training	929	988	0	0		0
Subtotal Materials and Services	26,471	77,394	16,700	22,200	0	0
GRAND TOTAL	62,743	98,090	38,377	68,688	0	0

1. Code Compliance Officer is fully funded here. Plus, CA and ACA have higher percentages committed, as compared to last year.

2. Taxes includes Federal & State Employer's withholding, Social Security, Medicare, and SAIF (workers comp).

3. Includes specialty attorney services for possible land contracts, and in 2011-12, two projects at AVIS funded by OBDD grants.

**CITY OF ADAIR VILLAGE ANNUAL BUDGET
FISCAL YEAR 2013-2014**

GENERAL FUND - BUILDING PERMIT

REVENUES ¹	ACTUAL	ACTUAL	ADOPTED	PROPOSED	BUDGET	CITY
	2010-11	2011-12	BUDGET 2012-13	BUDGET 2013-14	COMM 2013-14	COUNCIL 2013-14
Building Permits	9,713	5,765	6,000	9,000		
Electrical Permits	3,347	1,309	3,000	0		
State Surcharge		249	1,080	1,080		
Building Permit Charges-School Dist. CET		2,951				
	13,060	10,274	10,080	10,080		
PERSONAL SERVICES		7074.11				0
Staffing	7081	1950	2561	3690		
Administrator Salary						
Asst. Recorder Salary						
Finance Clerk (15%)						
Taxes	566	149	201	518		
Health Insurance				867		
Retirement	2,266	362	468	811		
Subtotal Personal Services	9,913	2,461	3,230	5,886	0	-
MATERIALS AND SERVICES						
Building Permits-Benton County	5,663	5,648	4,200	6,300 ²		
Electric Permits-Benton County	2,148	46	2,100	- ²		
Building Permit Charges-State Surcharge	1,028	777	1,080	1,080 ³		
Building Permit Charges-School Dist. CET		3,128				
Dues	30		30	30		
Miscellaneous			50	50		
Supplies			50	50		
Travel & Training			100	100		
Subtotal Materials and Services	8,869	9,599	7,610	7,610	0	-
Capital Outlay						
Office Equipment	0	0		0		0
Subtotal Capital Outlay	0	0	0	0		0
GRAND TOTAL	18,782	12,060	10,840	13,496	0	0

1. Revenue is shown for comparison only. All General Fund revenue is reported on the General Fund Combined Revenues page.

2. Beginning this year, we will combine all Building permits. Benton County receives 70% of permit fees. The City receives 30%.

3. State surcharge is 12%.

4. 509J School District has a Construction Excise Tax that is charged only to new building.

**CITY OF ADAIR VILLAGE ANNUAL BUDGET
FISCAL YEAR 2013-2014**

GENERAL FUND - NON-DEPARTMENTAL

	ACTUAL 2010-11	ACTUAL 2011-12	ADOPTED BUDGET 2012-13	PROPOSED BUDGET 2013-14	BUDGET COMM 2013-14	CITY COUNCIL 2013-14
PERSONAL SERVICES						
MATERIALS & SERVICES						
Audit Services	3,540	3,132	1,000	1,000	¹	
Banking Charges	314	1,509	1,000	1,000		
Contracted Services	1,683	12,927	3,500	18,500	²	
Dues (organizational)	2,781	3,338	3,200	3,200		
Election Fees	0					
Equipment Maintenance and Repair	631	1,152	250	500		
Equipment-Lease & Rental	0	146	500	250		
Equipment-Purchase Small	1,334	4,128	750	750		
Insurance	6,580	23,879	5,000	5,000	³	
Maintenance-Buildings (formerly part of Maint. & Taxes)	1,263	2,361	1,000	1,000		
Mayor and Council Expenses	968	680	1,000	1,000		
Miscellaneous	3,859	4,606	1,500	2,000		
Municipal Court	11,212		4,200	3,000	⁴	
Postage	899	1,904	500	1,500		
Property Taxes (formerly Maintenance and Taxes)	2,801	2,823	3,000	3,000	⁵	
Publications and Legal Notices	0		400	400		
RARE	19,000		0	0		
Security Alarm	881	1,405	1,500	750		
Signage	6,130	9,648	0	0		
Supplies	4,859	5,535	4,000	4,000		
Surety Bonds	0		250	250		
Systems Maintenance & Repair	0					
Telephone	3,832	3,056	4,400	3,000		
Transit	0	13,113	14,600	26,000	⁶	
Travel and Training	2,808	1,633	500	500		
Utilities (formerly Power & Lights)	3,134	2,564	5,000	3,000		
Vehicles-Fuel	0	2,135	1,500	800		
Subtotal Materials & Services	78,509	101,674	58,550	80,400	0	0
		82,254 (less Insurance-See Note 4)				
CAPITAL OUTLAY						
Office Equipment		0	5,000	0		
Building Improvements (Remodel)	90,575	0	0	30,000		
Subtotal Capital Outlay	90,575	0	5,000	30,000	0	0
Contingency						
Total	169,084	101,674	63,550	110,400	0	0

1-Audit split between Non-Departmental, Wastewater and Water Funds beginning 2009-10 Budget, includes 2008, 2009, and 2010 audits completed in 2011-12 Budget Year

2- This includes the contract for payroll services (\$1,500), property management (\$2,000), closeout for 2012-13 budget year (\$5,000), and Restorical Research for work on AVIS.

3- Insurance is split amongst funds by the specific properties covered under P&L (property and liability).

4- Municipal Court moved to Public Safety in 2012 budget and back in 2013. Court will meet every other month.

5- Property taxes are paid on any City which is leased for commercial use, this includes:

Jamocho Joe's, Firehouse #5 Café and Market, and the lease with Republic Services at the PRC (Pacific Region composting) at our industrial site (AVIS).

6 - City previously paid for 1/2 the operating costs in partnership with Corvallis Transit System.

**CITY OF ADAIR VILLAGE ANNUAL BUDGET
FISCAL YEAR 2013-2014**

GENERAL FUND - PARKS

	ACTUAL 2010-11	ACTUAL 2011-12	ADOPTED BUDGET 2012-13	PROPOSED BUDGET 2013-14	BUDGET COMM 2013-14	CITY COUNCIL 2013-14
PERSONAL SERVICES						
Staffing	11,181	6,420	9,152	7,846		
City Administrator						
Assistant City Recorder						
Park-Summer Coordinator (100%)						
Taxes	893	919	737	1,101		
Health Insurance				0		
Retirement	3,578	1,999	1,004	1,724		
Subtotal Personal Services	15,652	9,338	10,893	10,672	0	0
MATERIALS AND SERVICES						
Contract Services	5,467	0	0	0 ¹		
Events		237	1,000	1,000		
Insurance	1,665	1,473	900	800		
Maintenance& Improve-Buildings & Parks	60	2,083	1,500	1,250		
Miscellaneous						
Supplies	31	302	1,200	1,000		
Travel and Training	16	96	100	100		
Utilities	360	626	750	750		
Vehicles		1,222	1,000	1,200		
Youth Activities	3,077	3,765	4,000	4,000		
Subtotal Materials & Services	10,676	9,804	10,450	10,100	0	0
CAPITAL OUTLAY						
Park Improvements	4,570			2,500		
Park Landscaping	590			0		
Building Improvements	0	0		0		
Park Equipment	0	0		0		
Subtotal Capital Outlay	5,160	0	0	2,500	0	0
TOTAL EXPENDITURES	31,488	19,142	21,343	23,272	0	0

1. Previously this covered the contract with OMI for facilities operations and park maintenance.

**CITY OF ADAIR VILLAGE ANNUAL BUDGET
FISCAL YEAR 2013-2014**

GENERAL FUND - PUBLIC SAFETY

	ACTUAL 2010-11	ACTUAL 2011-12	ADOPTED BUDGET 2012-13	PROPOSED BUDGET 2013-14	BUDGET COMM 2013-14	CITY COUNCIL 2013-14
Fines Paid for Violations			20,000			
DRE Grant						
ODOT Traffic Safety Grant						
TOTAL REVENUES	0	0	20,000		0	0
PERSONAL SERVICES						
Staffing	78,957	49,142	51,657	13,015 ¹		
Police Chief (.5FTE)	37,432	23,333	35,000			
Patrol Officer (.25FTE)	24,478	18,889				
Reserve						
Utility/Court Clerk (.1FTE)		1,898	1,788			
Call Takers	16,401					
Records Clerk (.3FTE)		4,642	7,800			
Code Compliance (.4FTE)	646	380	7,070			
Taxes	6,308	9,917	4,034	1,827		
Health Insurance				0		
Retirement	25,262	15,943	3,310	3,216		
Subtotal Personal Services	110,527	75,002	59,001	18,058	0	
MATERIALS AND SERVICES						
Contract Services	5,832	10,267	10,000	26,000 ²		
Dues	475	598	450			
Equipment-Maint. & Repair	87	31	250			
Equipment-Small Purchase	1,500	121	750			
Insurance	11,340	12,811	9,000			
Miscellaneous	1,273	152	250			
Municipal Court	0	2,421	0			³
Postage	4	79	200			
Publication and Legal Notices	571		0			
Supplies	3,714	2,666	2,500			
Telephone	3,832	3,056	3,000	250		
Travel and Training	6,355	794	4,000			
Uniforms & Maintenance	4,607	972	2,400			
Vehicles-Gas & Oil	9,596	2,846	5,500			
Weapons	324	3,121	3,000			
Subtotal Materials & Services	49,510	39,935	41,300	26,250	0	
CAPITAL OUTLAY						
Building	0		0			
Equipment	0		0			
Vehicles	15,221	15,221	15,221	0 ⁴	10,000	
Subtotal Capital Outlay	15,221	15,221	15,221	0	10,000	0
TOTAL EXPENDITURES	175,258	130,158	115,522	44,308	10,000	0

**CITY OF ADAIR VILLAGE ANNUAL BUDGET
FISCAL YEAR 2013-2014**

RESERVE FUND

	<u>ACTUAL</u> 2010-11	<u>ACTUAL</u> 2011-12	<u>ADOPTED</u> <u>BUDGET</u> 2012-13	<u>PROPOSED</u> <u>BUDGET</u> 2013-14	<u>BUDGET</u> <u>COMM</u> 2013-14	<u>CITY</u> <u>COUNCIL</u> 2013-14
REVENUES						
Cash Balance Forward	71,336	15,418	15,440	15,418		
Interest on Investments	165					
TRANSFERS IN						
General Fund			0			
Wastewater Fund			0			
Water Fund						
Total Transfers In	0	0	0	0		0
Total Revenues	71,501	15,418	15,440	15,418	0	0
CAPITAL OUTLAY						
General Fund Building Improvements						
General Fund Equipment						
Water System and Plant						
Wastewater System and Plant						
Park Equipment						
Total Capital Outlay	0	0	0	0	0	0
TRANSFERS OUT						
Transfer to General Fund	56,083					
Transfer to Wastewater Fund						
Transfer to Water						
Total Transfers Out	56,083	0	0	0		
TOTAL EXPENDITURES	56,083	0	0	0	0	0
CONTINGENCY						
			15,440			
UNAPPROPRIATED BALANCE	15,418	15,418		15,418	0	0
	15,418	15,418	15,440	15,418	0	0

CITY OF ADAIR VILLAGE ANNUAL BUDGET
FISCAL YEAR 2013-2014

SYSTEM DEVELOPMENT FUND

	ACTUAL 2010-11	ACTUAL 2011-12	ADOPTED BUDGET 2012-13	PROPOSED BUDGET 2013-14	BUDGET COMM 2013-14	CITY COUNCIL 2013-14
REVENUES						
Cash Balance Forward Street -- Impr.	33,493	33,493	34,121	34,427		
Cash Balance Water (Impr. @ .95)	319,567	121,664	123,906	126,805		
Cash Balance Wastewater (Impr. @ .66)	130,114	16,271	17,756	18,899		
Storm Drain Improvements			263	263		
Parks Improvements			270	270		
Total Cash Balance	483,174	171,428	176,316	180,665	-	-
Street Improvement Charges		934				
Water Improvement Charges		5,141				
Sewer Improvement Charges		2,628				
Storm Drain Improvements		263				
Park Improvements		270				
Water Reimbursement Charges		43				
Sewer Reimbursement Charges		17				
SDC fees - Other						
Interest on Investments	1,086			-		-
Total SDC Charges	1,086	9,297	-	-	-	-
Total Revenues	484,260	180,725	176,316	180,665	-	-
Transfers						
To Water Debt Service	-				-	-
To Wastewater Debt Service	-				-	-
To Street Fund	-				-	-
To Water Fund	197,903				-	-
To Wastewater Fund	113,843				-	-
Total Transfers	311,746	-	-	-	-	-
TOTAL EXPENDITURES	311,746	-	-	-	-	-
CONTINGENCY	-	-	-	-	-	-
UNAPPROPRIATED ENDING BAL	172,514	180,725	176,316	180,665		
Street Improvement Charges	\$ 934.29					
Water Improvement Charges	\$ 5,141.46					
Sewer Improvement Charges	\$ 2,627.90					
Storm Drain Improvements	\$ 263.00					
Park Improvements	\$ 270.01					
Water Reimbursement Charges	\$ 43.93					
Sewer Reimbursement Charges	\$ 16.93					
TOTAL	\$ 9,297.52					

**CITY OF ADAIR VILLAGE ANNUAL BUDGET
FISCAL YEAR 2013-2014**

STORM DRAIN FUND

	ACTUAL 2010-11	ACTUAL 2011-12	ADOPTED BUDGET 2012-13	PROPOSED BUDGET 2013-14	BUDGET COMM 2013-14	CITY COUNCIL 2013-14
Cash Balance Forward	(1,339)	5,647	12,000	16,600		
Storm Drain Assessments	13,826	16,686	16,500	17,000		
Miscellaneous		370				
Interest on Investments	15					
TOTAL REVENUES	12,502	22,703	28,500	33,600		
<i>Net Revenues</i>	<i>13,841</i>	<i>17,056</i>	<i>16,500</i>	<i>17,000</i>		
PERSONAL SERVICES						
Staffing	240	3,843	5,421	7,049		
Public Works Supervisor (5%)						
Utility I (5%)						
Utility II						
Taxes	77	569	433	996		
Health Insurance				3,611		
Retirement	19	1,700	1,687	1,560		
Subtotal Personal Services	19	6,112	7,541	13,217	0	
MATERIALS AND SERVICES						
Bank Charges-NSF						
Contract Services	2,323	5,218	1,000	1,000		
Engineer	826		5,000	5,000		
Equipment Rental		505		500		
Supplies		97		100		
System Maintenance and Repair	15	174	8,000	5,000		
Vehicle Fuel & Maintenance		4		0		
Subtotal Materials & Services	3,164	5,998	14,000	11,600	0	
CAPITAL OUTLAY						
Building				0		
Equipment				0		
Storm Drain Improvements	3,672			0	0	0
Subtotal Capital Outlay	3,672	0	0	0	0	0
CONTINGENCY	0	0	2,850	4,500	0	
UNAPPROPRIATED BALANCE	5,647	10,592	4,109	4,283		
TOTAL EXPENDITURES	6,855	22,703	28,500	33,600	0	
1. Refund for special worker-Ellard						

**CITY OF ADAIR VILLAGE ANNUAL BUDGET
FISCAL YEAR 2013-2014**

STREET FUND

	ACTUAL 2010-11	ACTUAL 2011-12	ADOPTED BUDGET 2012-13	PROPOSED BUDGET 2013-14	BUDGET COMM 2013-14	CITY COUNCIL 2013-14
Cash Balance Forward	31,458	41,791	40,587	55,000		
State Highway Tax	43,631	45,758	40,000	48,000		
Interest On Investments	46					
Miscellaneous		739	100	100		
System Development Fund Transfer						¹
TOTAL REVENUES	75,135	88,288	80,687	103,100	0	80,687
PERSONAL SERVICES						
Staffing	5,291	12,376	8,016	10,345		
Administrator						
Assistant City Administrator						
Public Works Supervisor (10%)						
Utility I (10%)						
Utility II						
Taxes	423	4,373	632	1,452		
Health Insurance				4,621		
Retirement	1,693	1,515	2,699	2,274		
Subtotal Personal Services	7,407	18,264	11,347	18,693	0	11,347
MATERIALS AND SERVICES						
Audit						
Contract Services	11,349	3,125				²
Dues		50				
Engineering	230		2,500	2,500		
Equipment Maintenance		47				
Equipment Rental		227				
Insurance	3,700	3,273	2,100	2,100		
Miscellaneous		32				
Publications and Legal Notices			500			
Supplies						
Travel and Training						
Street Improvements	231	3,152	5,000	5,000		
Street Signs	1,529	120				
Street Sweeping	1,000	1,293	1,800	2,000		³
Utilities	8,862	9,211	11,000	10,000		
Vehicle Fuel and Maintenance		8				
Subtotal Materials & Services	26,901	20,538	22,900	21,600	0	22,900
Capital Outlay						
Building	2,889	0		400	0	
Equipment		0		850		
Street Improvements	4,594	0	30,000	24,000		⁴
Subtotal Capital Outlay	7,483	0	30,000	25,250	0	30,000
CONTINGENCY	0	0	12,000	15,000		
UNAPPROPRIATED BALANCE	33,344	49,486	4,440	22,557	0	
TOTAL EXPENDITURES	41,791	88,288	80,687	103,100	0	80,687

1. System Development fees transferred

2. OMI

3. Sweep 4 times per year.

4. Street improvement projects

**CITY OF ADAIR VILLAGE ANNUAL BUDGET
FISCAL YEAR 2013-2014**

WASTEWATER FUND

	ACTUAL 2010-11	ACTUAL 2011-12	ADOPTED BUDGET 2012-13	PROPOSED BUDGET 2013-14	BUDGET COMM 2013-14	CITY COUNCIL 2013-14
Cash Balance Forward	-70,496		60,000	40,000		
Sewer User Fees	151,340	173,975	190,000	180,000		
Interest on Investments	255					
New Connections		75				
Property Lease	565		550	550		
Miscellaneous Revenues		2,588	250			
Refund/Rebates	1,605		100			
OR DEQ Loan		34,768		50,000 ¹		
Partnership Payments			50,000	50,000 ¹		
SDC Transfer	113,843					
TOTAL REVENUES	197,112	211,406	300,900	320,550	0	0
PERSONAL SERVICES						
Staffing	27,463	65,113	65,585	65,545		
Administrator Salary (40%)						
Asst. Recorder Salary						
Assistant City Administrator (30%)						
Taxes	2,194	10,178	5,132	9,242		
Health Insurance				20,659		
Retirement	8,785	20,273	19,296	17,852		
Subtotal Personal Services	10,979	95,564	90,013	113,297	0	0
MATERIALS AND SERVICES						
Audit	2,923	9,369	4,500	4,500		
Bank Charges-NSF		25	500	500		
Chemicals		4,688	7,500	5,000		
Contract Services	85,841	77,599	105,000	50,000 ¹		
Dues		160	100	100		
Equipment Maintenance		245		500		
Equipment Rental/Lease		68		500		
Equipment Purchase		1,622	3,000	1,000		
City Engineer	7,002	1,989	4,000	4,000		
Insurance	7,600	3,617	5,000	5,000		
Laboratory Analysis	638	5,308	7,500	5,000		
Miscellaneous		1,069	1,000	1,000		
Permits	807	1,798	3,200	3,200		
Postage	659	704	1,400	1,200		
Publications and Legal Notices			500	500		
Security Alarm	294					
Supplies	551	944	5,000	5,000		
System Maintenance	9,000	10,948	10,000	10,000 ²		
Telephone	214	1,137	1,500	1,500		
Travel and Training	17		500	500		
Utilities		8,117	7,000	9,000		
Vehicle Fuel and Maintenance	1,799	5,046	5,000	9,000		
Subtotal Materials & Services	117,345	134,453	172,200	117,000	0	0

Wastewater Fund -- continued	ACTUAL	ACTUAL	ADOPTED	PROPOSED	BUDGET	CITY
	2010-11	2011-12	BUDGET 2012-13	BUDGET 2013-14	COMM 2013-14	COUNCIL 2013-14
CAPITAL OUTLAY						
Building	2,889	0		1,200	0	
Equipment		0		2,250		
Plant and Equipment		0	12,000	4,000 ³		
Wastewater Improvements	113,843	0		10,000		
Subtotal Capital Outlay	116,732	0	12,000	17,450	0	0
DEBT SERVICE						
1997 Revenue Bonds -- USB	23,079	22,217	20,894	22,000		
2012 DEQ WWFP Loan	0	0	0	0		
Subtotal Debt Service	23,079	22,217	20,894	22,000	0	0
TRANSFERS						
To Debt Service Fund	0	0				
To Reserve Fund	0	0				
Subtotal Transfers	0	0	0	0	0	0
CONTINGENCY	0	0	5,793	32,000		
UNAPPROPRIATED BALANCE				18,803		0
TOTAL EXPENDITURES	268,135	252,234	300,900	320,550	0	0

1-Complete Wastewater Facility Plan. Partnership funds are from Republic Services to research the treatment of leachate from Coffin Butte Landfill at a new City Wastewater Facility.

2-Includes C-More Pipe contract for \$4,999 in televising and repairing worst sections

3-Refrigerated Outdoor Composite Samplers to be purchased this year (2013-14) and 5 year CIP for generator (2013-14-to be purchased 2017-18)

**CITY OF ADAIR VILLAGE ANNUAL BUDGET
FISCAL YEAR 2013-2014**

WATER FUND

	ACTUAL 2010-11	ACTUAL 2011-12	ADOPTED BUDGET 2012-13	PROPOSED BUDGET 2013-14	BUDGET COMM 2013-14	CITY COUNCIL 2013-14
Cash Balance Forward	444,466	479,197	348,400	300,000		
Deposits for New Service				4,000		
Metered Water Sales	157,151	200,308	250,000	280,000		
Outside Water Assessments	80,534	84,927	150,000	160,000		
New Connections	1,140	2,818	500	2,000		
Reconnect Fees	2,434	4,362	500	3,000		
Interest on Investments	1,105					
Miscellaneous Revenue		3,697	100	500		
Refunds	4,019		100	100		
Property Lease						
Transfer - SDC Fund	197,903					
TOTAL REVENUES	888,752	775,309	749,600	749,600	0	0
<i>New Revenues</i>	<i>444,286</i>	<i>296,112</i>	<i>401,200</i>	<i>445,600</i>		
PERSONAL SERVICES						
Staffing	35,490	98,509	96,103	109,229		0
Administrator Salary						
Asst. Recorder Salary						
Assistant City Administrator						
Taxes	2,835	15,442	7,531	15,395		0
Health Insurance				37,267		
Retirement	9,299	31,384	29,014	28,452		0
Subtotal Personal Services	12,134	145,335	132,648	190,343	0	0
MATERIALS AND SERVICES						
Audit	2,923	9,369	4,500	4,500		
Bank Charges-NSF	487	144	700	500		
Chemicals		29,974	30,000	20,000		
Contract Services	164,590	55,150	100,000	150,000 ¹		
Dues	230	230	230	230		
City Engineer	20,331	3,907	60,000	50,000		
Equipment Maintenance		34		500		
Equipment Purchase	1,578	564	2,500	2,000		
Equipment Rental/Lease		1,480		500		
Insurance	8,555	3,539	5,000	5,000		
Laboratory Analysis	2,006	836	3,100	2,000		
Miscellaneous	130	1,735	1,500	2,000		
Permits	1,193	1,127	2,000	2,000 ²		
Postage	681	709	1,400	1,200		
Publications and Legal Notices	462	0	500	500		
Supplies	529	1,024	5,000	2,500		
System Maintenance and Repair	15,109	16,379	20,000	35,000		
Telephone	81	2,006	2,000	2,500		
Travel and Training	766	921	2,500	2,500		
Utilities		25,229	25,000	24,000		
Vehicle Fuel and Maintenance	3,807	4,573	6,500	6,500		
Subtotal Materials & Services	223,458	158,930	272,430	313,930	0	0

Water Fund -- continued

	ACTUAL 2010-11	ACTUAL 2011-12	ADOPTED BUDGET 2012-13	PROPOSED BUDGET 2013-14	BUDGET COMM 2013-14	CITY COUNCIL 2013-14
CAPITAL OUTLAY						
Building	6,800	0	0	1,200		
Equipment				2,500		
Meters	0	0	60,000	30,000 ³		
Water Improvements	197,903	0	100,000	2,500 ⁴		
Plant and Equipment	6,025	0	0	30,000 ⁵		
Subtotal Capital Outlay	210,728	0	160,000	66,200	0	0
DEBT SERVICE						
1980 Water Revenue P & I	5,877	5,877	5,400	6,000		
1997 Water Revenue Bonds P & I	30,063	28,913	28,913	30,000		
GMAC Bond						
Subtotal Debt Service	35,940	34,790	34,313	36,000	0	0
TRANSFERS						
To Reserve Fund	0	0				
Subtotal Transfers	0	0	0	0	0	0
CONTINGENCY						
			100,000	75,000		
UNAPPROPRIATED BALANCE						
	369,863	436,254	50,209	68,127		
TOTAL EXPENDITURES	852,123	775,309	749,600	749,600	0	0

1. Anticipates engineering services for water tank upgrade and possible litigation costs in water rights issue.
2. State mandated operating permits
3. This will complete the meter replacement project; these costs may be rolled into the revenue bond.
4. CIP-4 year replacement of transmission line valves.
5. CIP-Driver/Soft start replacement this year; turbidity meters in 2 years; chemical pumps in 4 years. \$15,000 for completion of Koontz contract at water plant-mud valves.