



City of Fairview, Oregon



*Adopted Budget
For
Fiscal Year
2011-12*

TABLE OF CONTENTS

FUND NUMBER	PAGE
INTRODUCTION.....	1
BUDGET MESSAGE.....	3
FINANCIAL GUIDELINES.....	11
SALARY RANGES.....	12
SHARED EXPENSE ALLOCATIONS.....	15
110- GENERAL FUND.....	17
121- ADMINISTRATIVE EXCISE CHARGE FUND.....	78
122- BUILDING FUND.....	82
123- GRANT/CAPITAL PROJECT FUND.....	90
124- PW STATE TAX STREET FUND.....	96
131- SDC WATER FUND.....	104
132- SDC SEWER FUND.....	108
133- SDC STORM WATER FUND.....	112
134- SDC PARKS/OPEN SPACES FUND.....	116
141- FAIRVIEW LAKE LID DEBT FUND.....	120
142- CAPITAL BUILDINGS BONDED DEBT FUND.....	124
143- EQUIPMENT REPLACEMENT FUND.....	128
144- FACILITIES MAINTENANCE FUND.....	132
211- PW WATER FUND.....	136
212- PW SANITARY SEWER FUND.....	146
213- PW STORM WATER FUND.....	156
SUMMARY, BONDED INDEBTEDNESS, PUBLICATIONS.....	166



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CITY OF FAIRVIEW, OREGON FISCAL YEAR 2011-12

BUDGET COMMITTEE

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Barbara Jones, Council President
Larry Cooper, Councilor
Lisa Barton Mullins, Councilor
Steve Owen, Councilor
Ken Quinby, Councilor
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Joseph Gall, City Administrator
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**ADOPTED BUDGET
FISCAL YEAR 2011-12
BUDGET MESSAGE**

**City of Fairview, Oregon
May 31, 2011**

Honorable Mayor Mike Weatherby
Members of the Fairview City Council
Members of the Budget Committee
Fairview Citizens

As required by Chapter 294, Sections 294.305 to 294.520 of the Oregon Revised Statutes and Chapter 2.10, Section 2.10.010(B) of the Fairview Municipal Code, I am pleased to submit for your consideration the City of Fairview Proposed Budget for Fiscal Year 2011-12.

As City Administrator, this is my fifth budget for the City of Fairview. The City Budget has 16 funds. The General Fund consists of seven departments: Administration, Finance, Municipal Court, Public Works (PW) Community Services, Public Works (PW) Parks and Recreation, Police, and Fire/BOEC/Emergency Management. The Enterprise Funds consist of the Water Fund, the Sewer Fund, and the Storm Water Fund. Other funds include: PW Building Fund, Grant/Project Fund, PW Street Fund, Fairview Lake Sewer LID Debt Fund, City Building Debt Fund, PW Water SDC Fund, PW Sewer SDC Fund, PW Storm Water SDC Fund, PW Parks/Open Spaces SDC Fund, Equipment Replacement Fund, and the Facilities Maintenance Fund.

Although it seems like this is a consistent challenge, this has certainly been one of the tougher years for budgeting due to the continuing economic difficulties within Oregon and the rest of our nation. Our revenues for the current fiscal year are projected to come in approximately the same as those from one year ago. More importantly, all indications are that this economic recession will continue to "bump" along well into fiscal year 2012-13. It is expected that overall revenues will not increase for some time. In order to address this situation, our leadership team is working with City Council to develop the first-ever strategic plan for the City and its future.

While our financial situation is challenging this year, we are still in relatively good shape compared with many of our governmental partners. This fact is a tribute to the hard work and dedication of both the City's elected officials and staff in moving this organization forward over the past decade.. We have continued to improve our efforts to create a high-quality budget document for the Budget Committee, City Council and Fairview Citizens. This approved budget continues to focus upon maintaining current services.

No new city programs have been added within this adopted budget. As a result of previous actions taken by myself in March 2011, the Community Development Department has been collapsed into the Public Works Department and the Community Development Director position has been eliminated. The adopted budget is focused on maintaining the City's stable financial position, expanding the public's understanding and involvement in our local government, and providing excellent customer service to Fairview citizens.

For the upcoming fiscal year, the total budget for the General Fund is \$7.5 million, compared to \$7.7 million in FY 2010-11. The adopted budget is balanced as required by the statutory limits of Oregon budget law. Within the General Fund, Personnel Services represents 33% of the budget at \$2.5 million. Materials and Services represent 23% of the budget at \$1.7 million. Contingency and ending fund balances comprise the remaining 44% of the General Fund budget.

On the resource side, property taxes continue to be the largest single source of revenue representing 58% of the General Fund Operating resource budget at \$2 million. The City's available beginning fund balance is projected to be \$3.4 million, a slight increase of \$11,438 from the amount budgeted as an ending fund balance for the current fiscal year.

This budget was developed using City Council goals, the Community Vision, and the Budget Guidelines. This budget was prepared around the following budget philosophy:

- Contain costs wherever possible
- Ensure financial stability for future years
- Attempt to maintain current service levels and assets

FY 2011-12 Budget Highlights

When all funds are combined, the total city budget is \$17.8 million. This is a 3% increase compared to the current adopted FY 2010-11 budget. The total full-time equivalent (FTE) positions are 37.5, which is a reduction of one (1) full-time equivalent (FTE) position.

Materials and services consistently decreased or remained fairly flat across departments. The increases in Personnel Services expenses can be largely attributed to the increased PERS rates, contractual cost of living increase of a minimum 2% for the Teamster Union and Police Association members and budgeted increases in insurance premiums. The Teamsters' contract will expire on December 31, 2011. The City and Teamsters anticipate beginning labor agreement discussions in the fall.

Proposed Staff Changes

As mentioned earlier, the Community Development Director position has been eliminated. The Management Analyst within the Finance Department is reclassified as Senior Management Analyst. This new classification is at the same level as the Senior Planner and Police Sergeants. Twelve additional hours per week have also been added to the contract position within the Finance Department in order to enable staff to complete

conversions of systems to Incode and redesign duties and processes to maximize efficiencies and in the future reduce costs of operations. Staff reductions will be implemented during fiscal year 2011-12 in order to bring the operating expenses in alignment with the operating revenues.

Financial Reserves

As part of the budget process, the City Council approved a set of budget guidelines to provide direction in budget preparation. The guidelines are included at the end of this letter for your review. These guidelines were developed to ensure the long-term financial viability of the City of Fairview. Of particular importance are the following guidelines:

- Emergency Contingency - 5% of operating expenditures
- Operating Fund Balance - 10% of operating expenditures
- Maintenance of Structures- Facilities Maintenance Fund
- Equipment Replacement Fund

Staff is in the process of developing revised Financial Policies in accordance with the Government Finance Officers' Association's best practices, which would address, in additional detail, how and when reserves should and may be used, and to what levels reserves should be maintained on an ongoing basis.

The *Emergency Contingency* is again fully-funded at \$250,000 in this proposed budget. This contingency is for unanticipated expenditures. These are expenditures that cannot be anticipated at the time of the creation of the budget (i.e. natural disaster, large increases in energy costs, etc.) This is considered a minimum amount and requires City Council approval for use. All efforts are made to not have a need for use of these resources.

The *Operating Fund Balance* is also over funded at \$2.87 million (of this \$4,000 is designated for Fairview Community Center Improvements and over \$2.9 million is undesignated which requires City Council approval for use). This fund balance is necessary within the General Fund to ensure that the City has the minimum cash flow necessary to operate from July through November of each year (tax receipts begin to arrive in November). If the City did not have this fund balance, it would be necessary to issue Tax Anticipation Notes (short-term borrowing-incurring additional interest expenses) to ensure sufficient cash flow throughout the year.

The *Facilities Maintenance Fund* was created in FY 2004-05. It was set up to ensure the City has adequate cash reserves to repair or replace large maintenance items in City Hall and the Community Center. As our facilities age, they will require both predictable and unforeseen maintenance. Each year, the City strives to set aside cash in a reserve for the eventual replacement of items such as HVAC systems, roofs, paint, carpet, and any large facility items that need replacement. This year, the General Fund will transfer zero dollars to this fund due to the tight fiscal situation. There are planned maintenance expenditures this year (roof cleaning, exterior and interior painting of City hall, gutter cleaning).

The *Equipment Replacement Fund* was established to ensure the City has adequate cash reserves to replace City equipment and vehicles. Each year the City sets aside cash for the future replacement of equipment, vehicles, computers and radios. This year staff again analyzed city computer equipment needs and additional dollars were set aside to replace outdated computer and network equipment. This fund eliminates the expenditure spikes that occurred in prior years and is intended to provide the City with adequate cash to purchase equipment and vehicles as it depreciates. Scheduled expenditures this year include several computers, additional modules associated with the Incode Integrated System, Public Works equipment as well as Police equipment such as taser cameras.

Revenues

When talking about the City's General Fund, it is important to discuss the importance of property taxes. Excluding beginning fund balance and transfers, property taxes make up approximately 58% of the General Fund Operating Revenues.

Residential growth has slowed significantly, which in turn has and will continue to limit increases in property tax revenue. In the last two fiscal years, only one new residential housing permit has been issued by the City. As we have begun to reach residential build-out, residential property tax increases have dwindled to the 3% growth allowed under Measures 47/50. It continues to be critical for the City to encourage commercial and industrial development as a strategy for bringing in additional property tax resources.

Expenditures

Because of the historical trend of the City to be fairly risk averse and planning reserves for future downturns, the City has been and continues to be positioned well to absorb some of the shortfall between Revenues and Expenditures for FY 2011-12 utilizing \$289,000 of reserves. Last fiscal year, the use of \$213,000 of reserves was authorized to balance the budget during the budget process. Through the supplemental budget process, contingency funds and unanticipated revenues were utilized to finance expenses related to the Police Association Contract, website design, legal fees, and operating expenses. With the implementation of the revised fund and line item structure for FY 2010-11, the true cost of General Fund operations is becoming clearer which will enable the Council and staff to make informed decisions regarding operations.

Below is a breakdown for General Fund expenses by Department which demonstrate the increase or decrease from FY 2010-11 to the Proposed Budget for FY 2011-12.

	Current Budget FY 2010-11	Approved FY 2011-12	Increase/ (Decrease) over FY 10-11	
OPERATING RESOURCES	\$ 4,067,490	\$ 4,100,226	\$ 36,736	
	Current Budget FY 2010-11	Approved FY 2011-12	Increase/ (Decrease) over FY 10-11	PERS Portion of Personnel Increases
ADMIN:				
Personnel	\$ 132,875	\$ 151,556	\$ 18,681	\$ 7,346
Materials & Services	\$ 105,345	\$ 90,086	\$ (15,259)	
FINANCE:				
Personnel	\$ 269,898	\$ 284,576	\$ 14,678	\$ 13,004
Materials & Services	\$ 112,440	\$ 111,820	\$ (620)	
COURT:				
Personnel	\$ 43,626	\$ 47,551	\$ 3,925	\$ 2,308
Materials & Services	\$ 10,318	\$ 10,475	\$ 157	
PW COMM SRVCS:				
Personnel	\$ 261,685	\$ 203,393	\$ (58,292)	\$ 3,891
Materials & Services	\$ 147,756	\$ 109,689	\$ (38,067)	
PW PARKS/REC:				
Personnel	\$ 231,627	\$ 198,459	\$ (33,168)	\$ 4,499
Materials & Services	\$ 154,485	\$ 152,749	\$ (1,736)	
POLICE:				
Personnel	\$ 1,536,384	\$ 1,627,463	\$ 91,079	\$ 72,509
Materials & Services	\$ 307,553	\$ 352,430	\$ 44,877	
FIRE/BOEC/EM:				
Personnel	\$ 13,206	\$ 15,450	\$ 2,244	\$ 571
Materials & Services	\$ 950,836	\$ 1,019,105	\$ 68,269	
TOTALS:	\$ 4,278,034	\$ 4,374,802	\$ 96,768	\$ 104,128

In order to maintain current levels of city services, the City Council authorized the use of reserves for Fiscal Year 2011-12 totaling \$289,000. In previous years the City has budgeted using reserves as high as \$289,000 (FY 2009-10). The reserves approved for FY 2011-12 are a result of three primary factors which are somewhat beyond the City's immediate scope of control: flat-lined (and in some instances decreased) revenues (intergovernmental revenues decreased \$15,600), increased PERS expenses (\$104,000 additional expenses to the General Fund), and contractual obligations the Gresham Fire Department for Fire Services (\$34,000 increase) and Bureau of Emergency Communications (BOEC) with the City of Portland (\$10,219 increase). City staff is working diligently to implement revenue enhancements as well as focusing on organizational issues for efficiencies to reduce expenses. Staff does not recommend that the City utilize reserves to balance the budget for more than three consecutive years. Fiscal Year 2011-12 is forecasted to be the second year the City would actually utilize reserves with all revenues and expenses remaining as projected.

Other Funds

Most of this budget message has focused on a discussion of the City's General Fund. It is important to focus on this fund since it represents the majority of our funding concerns. However, the City has several other vital funds.

Street Fund

The Street Fund continues to fund routine maintenance of our local streets and pays for capital projects (e.g. pavement overlays). The Street Fund is stable with monies being set aside for future projects.

Utility Funds (Water, Sewer, Storm water)

The Water Fund continues to struggle with expenses nearly equal with revenues while attempting to maintain the quality of its infrastructure. A major construction project (Well #9) is still not yet to full completion. The Water Fund does currently adequately meet the day-to-day needs necessary to provide safe drinking water to our residents; however, without increases in revenues for FY 2012-13, the fund will be operating at a deficit. Staff will be discussing with the Council the potential need to have the utility rate specialist conduct a secondary review of the water rate models given the current expenditure and flat-lined revenue levels.

The Sewer Fund continues to meet the obligations necessary to operate with our current obligations. The Storm Water Fund will meet current needs and requirements.

New Funds

Two new funds were created in FY 2010-11: Building Fund and Grants/Project Fund. The Building Fund was developed in order for the City to be in compliance with State law and the use of permit revenues and is projected to meet its operating obligations utilizing revenue from permits. The Grants/Project Fund was developed to transparently track the usage of grant and donation dollars for designated projects.

Appreciation

This adopted budget has benefited from the input of all staff, the City Council and the citizens of Fairview. I want to acknowledge their creative energy and teamwork and thank staff, the City Council, and citizen committee members for their continued dedication to the City of Fairview.

I would like to give special recognition and thanks to Samantha Nelson, Finance Director and her staff for their excellent work and efforts at assisting in putting this budget together. It is truly a pleasure to work with such professional and competent staff members and this adopted budget would never come together without their assistance.

Respectfully Submitted,

Joseph P. Gall, ICMA-CM
City Administrator



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City of Fairview Financial Guidelines Fiscal Year 2011-12

- 1) The City shall maintain a general fund *emergency contingency* funded at a minimum of 5 percent of general fund operating expenditures. This contingency is for unexpected expenditures that staff could not have known about at the time the budget was prepared.
- 2) The City shall maintain a general fund *operating fund balance* funded at a minimum of 10 percent of operating expenditures. This will help maintain the minimum cash flow necessary to ensure the City will not need to issue Tax Anticipation Notes (short-term borrowing).
- 3) The City shall recognize that the beginning fund balance is a one-time, non-recurring resource. To the extent feasible, one-time resources will be applied toward one-time expenditures. This application will ensure a balance between current, recurring revenues and expenditures. It also should help to ensure a stable ending fund balance.
- 4) The City shall, to the extent feasible, balance current (recurring) revenues and current (recurring) expenditures. Fund balance shall not be used to pay for ongoing revenues and expenditures.
- 5) The City will maintain a policy of aggressively collecting accounts receivable whereby after City staff has exhausted all in-house collection alternatives, accounts are assigned to a private collection agency.
- 6) The City's general fund shall not pick up any expenditure that can be attributed or charged to another fund. This is achieved through an administrative charge to the various funds. This policy will help to maintain the long-term stability of the general fund.
- 7) The City shall review utility rates every two years *prior to the budget process*. Fees will be set to recover the total cost associated with the service provided.
- 8) The City will maintain its infrastructure at a level adequate to protect the City's capital investment and to minimize future maintenance and replacement costs. It shall be the goal of the City not to defer maintenance of infrastructure.
- 9) Equipment replacement costs for vehicles and public works equipment will be charged to all funds on a uniform and equitable basis. The amount will be based on the replacement cost of each fund's capital assets.

CITY OF FAIRVIEW
SALARY RANGES
2011-12

MINIMUM	MAXIMUM	POSITION TITLE	min	step 2	step 3	step 4	step 5	max
\$6,063	\$7,738	PW & CS Director Police Chief Finance Director	\$6,063	\$6,366	\$6,685	\$7,019	\$7,370	\$7,738
\$5,760	\$7,352	No Classifications	\$5,760	\$6,048	\$6,351	\$6,668	\$7,001	\$7,352
\$5,472	\$6,984	No Classifications	\$5,472	\$5,746	\$6,033	\$6,335	\$6,651	\$6,984
\$5,198	\$6,635	City Engineer	\$5,198	\$5,458	\$5,731	\$6,018	\$6,319	\$6,635
\$4,939	\$6,303	No Classifications	\$4,939	\$5,185	\$5,445	\$5,717	\$6,003	\$6,303
\$4,692	\$5,988	P.W. Operations Superintendent	\$4,692	\$4,926	\$5,173	\$5,431	\$5,703	\$5,988
\$4,457	\$5,688	Police Sergeant Senior Planner Senior Management Analyst	\$4,457	\$4,680	\$4,914	\$5,160	\$5,418	\$5,688
\$4,022	\$5,134	Public Works Supervisor	\$4,022	\$4,224	\$4,435	\$4,657	\$4,889	\$5,134
\$3,821	\$4,877	Associate Planner Management Analyst Accountant II Operations Lead Worker Senior Engineering Technician Information Systems Coordinator Public Affairs Coordinator	\$3,821	\$4,012	\$4,213	\$4,424	\$4,645	\$4,877
\$3,630	\$4,633	Assistant Planner Accountant I Administrative Program Coordinator Code Enforcement/Asst. Planner	\$3,630	\$3,812	\$4,002	\$4,203	\$4,413	\$4,633
\$3,449	\$4,402	Public Works Lead Worker Crew Lead - Parks/Stormwater Engineering Technician	\$3,449	\$3,621	\$3,802	\$3,992	\$4,192	\$4,402
\$3,276	\$4,182	Parks Maintenance Worker III Executive Assistant	\$3,276	\$3,440	\$3,612	\$3,793	\$3,982	\$4,182
\$3,113	\$3,972	Maintenance Worker II Administrative Assistant	\$3,113	\$3,268	\$3,432	\$3,603	\$3,783	\$3,972
\$2,957	\$3,774	Office Assistant III Building Permit Technician Municipal Court Clerk Police Records Specialist	\$2,957	\$3,105	\$3,260	\$3,423	\$3,594	\$3,774
\$2,809	\$3,585	No Classifications	\$2,809	\$2,950	\$3,097	\$3,252	\$3,414	\$3,585
\$2,669	\$3,406	Maintenance Worker 1 Office Assistant II	\$2,669	\$2,802	\$2,942	\$3,089	\$3,244	\$3,406
\$2,535	\$3,236	No Classifications	\$2,535	\$2,662	\$2,795	\$2,935	\$3,082	\$3,236
\$2,408	\$3,074	Office Assistant I	\$2,408	\$2,529	\$2,655	\$2,788	\$2,927	\$3,074
\$2,288	\$2,920	No Classifications	\$2,288	\$2,402	\$2,523	\$2,649	\$2,781	\$2,920
\$2,174	\$2,774	No Classifications	\$2,174	\$2,282	\$2,396	\$2,516	\$2,642	\$2,774
79,967	102,060		79,967					102,060

<i>Represented Employees</i>	
Police Officer (Association)	\$3,908 \$4,104 \$4,309 \$4,524 \$4,751 \$4,988

<u>Total FTE</u>	<u>FTE</u>
Administration	2.00
Finance	6.00
Police	17.00
Public Works & Comm.Srvcs.	13.50
Total	38.50

Salary Allocation:

	ADMIN	FINANCE	COURT	PW-COMM SRVCS	PW- PARKS	PD	FIRE/BOEC	PW- BLDG.	PW- STREET	PW- WATER	PW- SEWER	PW- STORM	
Administration:													
City Administrator	60%	-	-	-	-	-	-	-	10%	10%	10%	10%	100%
Executive Assistant	71%	-	-	-	-	-	-	-	5%	10%	7%	7%	100%
Mayor	60%	-	-	-	-	-	-	-	10%	10%	10%	10%	100%

	ADMIN	FINANCE	COURT	PW-COMM SRVCS	PW- PARKS	PD	FIRE/BOEC	PW- BLDG.	PW- STREET	PW- WATER	PW- SEWER	PW- STORM	
Finance:													
Finance Director	-	45%	-	-	-	-	-	-	5%	20%	20%	10%	100%
Senior Management Analyst	-	50%	-	-	-	-	-	-	10%	12%	11%	17%	100%
Accountant I	-	57%	-	-	-	-	-	-	10%	12%	11%	10%	100%
Office Assistant III	-	57%	-	-	-	-	-	-	10%	12%	11%	10%	100%
Court Clerk	-	20%	60%	-	-	-	-	-	-	10%	5%	5%	100%
IT Tech	-	57%	-	-	-	-	-	-	10%	12%	11%	10%	100%
Temporary Help	-	20%	-	-	-	-	-	-	5%	25%	25%	25%	100%

	ADMIN	FINANCE	COURT	PW-COMM SRVCS	PW- PARKS	PD	FIRE/BOEC	PW- BLDG.	PW- STREET	PW- WATER	PW- SEWER	PW- STORM	
Public Works:													
Public Works Director	-	-	-	5%	5%	-	-	-	15%	35%	25%	15%	100%
Operations Supervisor	-	-	-	-	-	-	-	-	5%	40%	40%	15%	100%
Crew Lead/ Parks/SW	-	-	-	-	55%	-	-	-	25%	-	-	20%	100%
Lead Worker PW	-	-	-	-	-	-	-	-	5%	40%	40%	15%	100%
Senior Engineering Tech	-	-	-	-	-	-	-	-	5%	40%	40%	15%	100%
Engineering Tech	-	-	-	-	-	-	-	-	5%	40%	40%	15%	100%
Maintenance Worker II	-	-	-	-	55%	-	-	-	25%	-	-	20%	100%
Maintenance Worker II	-	-	-	-	-	-	-	-	5%	40%	40%	15%	100%
Maintenance Worker II	-	-	-	-	-	-	-	-	5%	40%	40%	15%	100%
Maintenance Worker II	-	-	-	-	55%	-	-	-	25%	-	-	20%	100%
Office Assistant I	-	-	-	-	-	-	-	-	5%	40%	40%	15%	100%
Senior Planner	-	-	-	70%	30%	-	-	-	-	-	-	-	100%
Associate Planner	-	-	-	90%	10%	-	-	-	-	-	-	-	100%
Admin. Program Coordinator	-	-	-	32%	10%	-	-	30%	7%	7%	7%	7%	100%
Temporary Help	-	-	-	0%	50%	-	-	-	12.5%	12.5%	12.5%	12.5%	100%

Police:	ADMIN	FINANCE	COURT	PW-COMM SRVCS	PW- PARKS	PD	FIRE/BOEC	PW- BLDG.	PW- STREET	PW- WATER	PW- SEWER	PW- STORM	
Police Chief	-	-	-	-	-	90%	10%	-	-	-	-	-	100%
Sergeant	-	-	-	-	-	100%	-	-	-	-	-	-	100%
Sergeant	-	-	-	-	-	100%	-	-	-	-	-	-	100%
Sergeant	-	-	-	-	-	100%	-	-	-	-	-	-	100%
Officer	-	-	-	-	-	100%	-	-	-	-	-	-	100%
Officer	-	-	-	-	-	100%	-	-	-	-	-	-	100%
Officer	-	-	-	-	-	100%	-	-	-	-	-	-	100%
Officer	-	-	-	-	-	100%	-	-	-	-	-	-	100%
Officer	-	-	-	-	-	100%	-	-	-	-	-	-	100%
Officer	-	-	-	-	-	100%	-	-	-	-	-	-	100%
Officer	-	-	-	-	-	100%	-	-	-	-	-	-	100%
Officer	-	-	-	-	-	100%	-	-	-	-	-	-	100%
Officer	-	-	-	-	-	100%	-	-	-	-	-	-	100%
Officer	-	-	-	-	-	100%	-	-	-	-	-	-	100%
Officer	-	-	-	-	-	100%	-	-	-	-	-	-	100%
Officer	-	-	-	-	-	100%	-	-	-	-	-	-	100%
Officer	-	-	-	-	-	100%	-	-	-	-	-	-	100%
Office Assitant/Records	-	-	-	-	-	100%	-	-	-	-	-	-	100%
Admin Assistant	-	-	-	-	-	100%	-	-	-	-	-	-	100%
Admin Assistant	-	-	-	-	-	100%	-	-	-	-	-	-	100%

CITY OF FAIRVIEW
Allocated Expenses for Approved Budget
Fiscal Year 2011-12

	Proposed Budget	Admin:	Finance	Court	PW COMM SERVICES	PW PARKS AND REC	POLICE	BOEC/FIRE /EM	PW BLDG	PW STREET	PW WATER	PW SEWER	PW STORM
EMPLOYEE RECOGNITION	\$ 3,225	100	250	50	150	425	1,425	-	75	75	225	225	225
UNIFORMS-	\$ 28,130	-	-	-	-	920	16,390	-	-	600	1,080	640	800
CONTRACT SERVICES	\$ 156,800	5,000	-	7,150	25,000	10,000	-	20,000	-	9,650	35,000	20,000	25,000
HR ADMINISTRATION	\$ 17,725	5,500	5,500	100	250	700	3,000	-	250	725	750	200	750
AUDIT & ACCOUNTING	\$ 46,200	1,600	8,800	-	3,600	-	3,600	-	400	4,000	12,600	7,600	4,000
LEGAL	\$ 75,165	34,000	3,000	315	18,100	750	5,000	-	-	3,500	4,500	3,000	3,000
ENGINEERING AND MAPS	\$ 73,000	-	-	-	-	-	-	-	-	1,000	26,000	30,500	15,500
PROPERTY ALARM SERVICES	\$ 2,065	50	115	-	100	150	500	-	15	140	600	240	155
IT SERVICES	\$ 75,047	3,150	7,088	585	4,725	1,500	16,043	-	1,500	6,975	13,253	13,253	6,975
WEBSITE MANAGEMENT	\$ 16,536	480	1,045	35	180	360	2,760	-	350	1,953	3,710	3,710	1,953
REFUSE/ SHREDDING	\$ 1,762	100	275	-	170	170	600	-	15	55	142	125	110
BLDG CLEANING SRVCS	\$ 24,000	1,440	3,600	-	2,400	2,400	8,400	-	240	720	1,920	1,440	1,440
VEHICLE MAINT/REP	\$ 33,370	150	-	-	100	2,000	20,120	-	-	2,000	3,000	2,000	4,000
BLDG REP/MAINT	\$ 25,190	1,100	3,200	-	2,000	2,340	7,500	-	225	1,210	2,955	2,510	2,150
OFFICE EQUIP REP/MAIN	\$ 1,100	100	500	-	-	-	500	-	-	-	-	-	-
EQUIP REP/MAINT	\$ 50,300	-	-	-	-	2,600	4,500	-	-	1,000	23,000	16,200	3,000
RENT EXPENSE-TO GF	\$ 50,000	-	-	-	-	-	-	-	-	10,000	15,000	15,000	10,000
EQUIP RENT	\$ 29,510	1,700	6,300	-	4,700	1,300	5,800	-	1,035	1,895	2,500	2,250	2,030
ER CONTRIBUTION	\$ 101,881	2,700	20,000	-	600	1,775	15,255	-	-	5,260	25,222	25,222	5,847
FM CONTRIBUTION	\$ 4,000	-	-	-	-	-	-	-	-	1,000	1,000	1,000	1,000
GENERAL LIAB/PROP INSURANCE	\$ 56,800	2,312	4,702	500	1,234	1,234	13,294	-	-	5,780	10,982	10,982	5,780
POSTAGE	\$ 17,430	750	4,500	200	750	400	1,250	-	100	1,500	3,500	2,930	1,550
TELEPHONE CITY HALL	\$ 17,840	875	2,300	-	1,500	2,000	5,530	-	165	880	1,735	1,580	1,275
TELEPHONE- CITY SHOPS	\$ 5,195	-	-	-	-	860	-	-	-	610	1,400	1,400	925
WIRELESS TECHNOLOGY	\$ 9,760	-	-	-	-	420	8,000	-	-	215	365	550	210
PUBLICATIONS	\$ 5,225	800	975	50	2,000	175	250	-	-	325	250	200	200
PRINTING	\$ 6,150	750	2,400	100	425	175	950	-	50	150	250	400	500
TRAVEL-STAFF													
MEETINGS/ERRANDS	\$ 1,250	100	400	-	100	100	150	-	-	100	100	100	100
BANK FEES	\$ 30,635	1,200	6,900	275	900	900	2,700	-	360	3,000	5,700	5,700	3,000
CREDIT CARD SERVICE FEES	\$ 3,795	150	625	45	155	160	335	-	160	385	690	720	370
OFFICE SUPPLIES	\$ 14,550	4,100	3,500	-	1,500	250	2,500	-	100	350	750	750	750
OPERATING MATERIALS	\$ 79,525	500	4,000	200	1,000	1,500	5,000	-	75	14,000	33,000	13,000	7,250
BLDG SUPP- CH	\$ 6,282	705	1,100	-	620	800	1,630	-	85	192	450	355	345
BLDG SUPP-CITY SHOPS	\$ 1,500	-	-	-	-	200	-	-	-	300	500	250	250
GAS/HEAT- CH	\$ 630	40	95	-	135	80	140	-	25	25	35	30	25
GAS/HEAT-CITY SHOPS	\$ 860	-	-	-	-	100	-	-	-	175	230	205	150
ELECTRICITY-CH	\$ 43,020	2,200	5,200	-	3,300	5,350	14,990	-	435	2,185	3,380	3,085	2,895
ELECTRICITY- CITY SHOPS	\$ 2,190	-	-	-	-	350	-	-	-	340	550	550	400
FUEL	\$ 68,192	650	75	-	515	5,000	41,352	-	-	3,000	7,000	3,800	3,800
DUES/SUB/MEMBRSHIP	\$ 16,879	2,824	1,200	50	580	425	3,705	-	150	975	3,345	2,125	1,500
TRAINING & CONF	\$ 23,400	800	1,000	250	1,000	1,200	14,000	-	250	1,000	1,200	1,200	1,500
SMALL TOOLS/MINOR EQUIP	\$ 11,600	-	-	-	-	2,400	-	-	-	2,000	2,000	2,000	3,200

GENERAL FUND



GENERAL FUND

(2011-12 Budget)

Fund 110/Dept. 01 General Fund Revenues

DESCRIPTION OF PURPOSE/FUNCTION OF THE DEPARTMENT

The General Fund provides funding for Administration, Finance, Court, Public Works Community Services, Public Works Parks and Recreation, Police, and BOEC/FIRE/Emergency Management Services. This accounts for all government operations not separately accounted for in another fund.

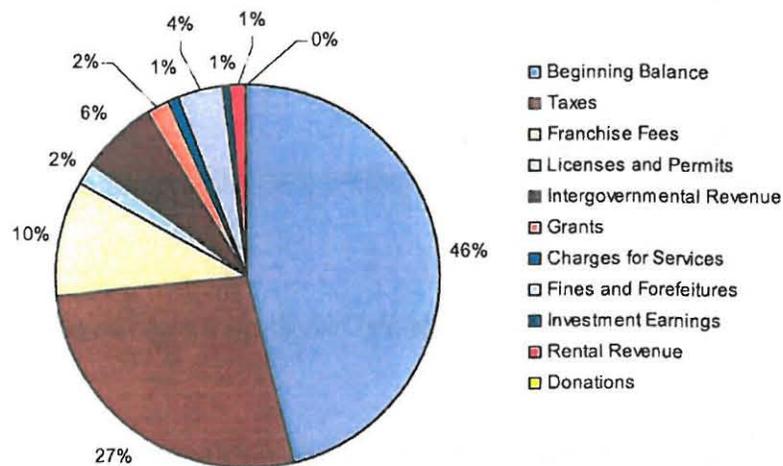
HOW ITS MANAGED

The Finance Director manages the resources (revenues) of the General Fund while the individual departments are responsible for the expenditures as they relate to each department.

FUNDING SOURCES

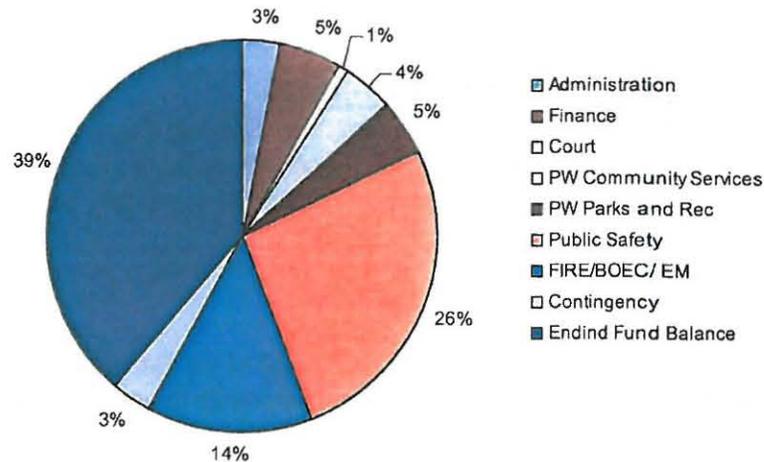
Funding for the General Fund is accomplished through a wide variety of resources. These resources include property taxes, beginning cash carryover, franchise fees, licenses and permits, intergovernmental revenue, charges for services, fines, and other resources. Although these resources are major contributing elements, property taxes remain the predominant funding source.

Where the Money Comes From:



Total Revenue: \$7,582,789

Where the Money Goes:



Total Expenditures: \$7,582,789

ACCOMPLISHMENTS – FISCAL YEAR 2009-2010

Maintaining a viable cash carry-over balance is an integral aspect of financial stability. The cash carry-over (beginning fund balance) for FY 2011-12 is estimated to be \$3.4 Million. Of this amount \$205,000 (5% of operating expenses) is designated for Emergency Contingencies and the remaining \$2,957,987 is the "rainy day" savings of the City and not anticipated to increase in the future, but rather to decrease. Maintaining a minimum cash flow is necessary to ensure the City will not need to issue Tax Anticipation Notes (short-term borrowing). In FY 2010-11, the city continued to implement several new budget guidelines and internal controls to ensure the financial stability of the city.

FOCUS/GOALS FOR FISCAL YEAR 2011-12

- Continue to provide a full range of city services (see individual department future goals and challenges).
- Maximize resources wherever viable.
- Review and update all City Fees.
- Develop and implement updated finance and budget guidelines related to fund balance and reserves.

MAJOR DIFFERENCES BETWEEN FISCAL YEAR 2009-10 AND FISCAL YEAR 2011-12:

No significant financial differences are anticipated between these two fiscal years.

FUND STATUS (Overall)

A continuing challenge facing the City is providing and paying for Public Safety Services. In 2005, the City re-negotiated an intergovernmental agreement (IGA) with the City of Gresham to continue to provide Fire Service. This ten-year agreement includes cost increases of over \$437,000 over the ten-year period. The cost of fire service for FY 2010-11 was \$716,055 and will increase to \$750,055 in FY 2011-12.

Another Public Safety challenge is paying for the costs of 911 Center (Bureau of Emergency Communications) services. The City of Portland provides 911 dispatch services to the City through an intergovernmental agreement. The City intends to attempt to negotiate a new long-term agreement, which would include reasonable and predictable rate increases each year. The budgeted cost of BOEC services for FY 2011-12 is \$245,000. BOEC has notified the member jurisdictions of an increase to be split between the users totaling approximately \$950,000 to \$1.0 million dollars. This will have a significant impact on the budget of the City.

The continued economic difficulties locally, statewide, and nationally have resulted in declining intergovernmental revenues. Consumer based revenues are flat-lined and in some cases have declined. The General Fund budget includes the use of reserves for FY 2010-11 and the City is forecasting that it will utilize these reserves. This is resulting in a slightly smaller ending fund balance for FY 2011-12. However, the fund balance is still budgeted at 65% of total budgeted operating expenses with contingency budgeted at nearly 6% of total budgeted operating expenses.

Please see the budget message for a complete discussion of the General Fund. In short, General Fund resources of the City of Fairview have historically increased year to year. However, with the downturn in the economy, the City is also experiencing a downturn in projected revenues. It is forecasted that these levels of resources are the City's new "normal" and not anticipated to increase in the near future. Staff has made a concentrated effort over the last five years to operate more efficiently and to increase revenues and decrease expenditures whenever possible.

General Fund Resources (110-01)

Beg. Fund Bal.	110-01- 49950	00	End of Fund Balance from previous year. Includes restricted cash for
Beg. Fund Bal.- Reserved	110-01- 49950	00	Community Center and Traffic Safety
Beg Fund Bal- Reserved Community Center Maint	110-01- 49950	00	
PROP TAXES-PENALTIES/INT CURRENT	110-01- 43111	01	Penalties and interest received from Mult. Co. on property taxes.
PROP TAXES-PRIOR	110-01- 43112	00	Revenue from Multnomah County for property taxes
PROP TAXES PENALTIES/INT PRIOR	110-01- 43112	01	Penalties and interest received from Mult. Co. on property taxes
HOTEL/MOTEL TAX	110-01- 43161	00	6% tax on occupancy revenue received from Fairview RV Park.
FRONTIER TELEPHONE	110-01- 43131	01	7% of gross receipts
PORT. GEN. ELEC.	110-01- 43131	02	5% of gross receipts
REFUSE COMP	110-01- 43131	04	4.5 of gross receipts- 12 Mile
CABLE	110-01- 43131	05	5% of gross receipts- Mt. Hood Cable
RWPUD FRAN FEE	110-01- 43131	06	5% of gross receipts- Rock Wood Water PUD
CITY WTR FRAN FEE	110-01- 43131	07	6% of gross receipts- City of Fairview Water
CITY SEWER FRAN FEE	110-01- 43131	08	6% of gross receipts- City of Fairview Sewer
CITY STORM FRAN FE	110-01- 43131	09	6% of gross receipts- City of Fairview Storm water
LIQUOR TAX	110-01- 43201	00	Distribution from State based on population (9745)
COMM. DEV. FEES/ LAND USE ETC.	110-01- 43205	00	Revenues from Comm. Dev. Services- NOT BLDG PERMITS
BUSINESS LICENSES	110-01- 43211	00	Based on anticipated activity-Administered by Comm. Dev.
BURGLAR ALARM PERM	110-01- 43212	00	Based on anticipated activity-Administered by Police Dept.
BUS. INCOME TAX	110-01- 43301	01	Distribution from Mult. Co. based on estimated figures for business income.
CIGARETTE TAX	110-01- 43301	02	Distribution from State based on population (9745)
STATE REVENUE SHARING	110-01- 43301	03	Distribution from State based on percentage of trends in per capita liquor tax distributions
911 TAX	110-01- 43301	04	Distribution based on population (9745)
METRO RECYCLING PROGRAM	110-01- 43301	07	From Metro for administration costs of the Recycling Program
PILOT-HAP	110-01- 43302	01	Payment in lieu of property taxes paid by Portland Housing Authority (HAP)

CITY OF FAIRVIEW
Adopted Budget
Fiscal Year 2011-12

			<u>GENERAL FUND RESOURCES</u> (110-01)		<u>4/11/2011</u> <i>Proposed</i> Budget	<u>4/18/2011</u> <i>Approved</i> Budget	<u>6/1/2011</u> <i>Adopted</i> Budget
2008-09 Actual	2009-10 Actual	2010-11 Budget					
\$ 4,782,621.45	\$ 3,688,440.00	3,703,732	Beg. Fund Bal.	49950 00	3,478,563	3,478,563	3,478,563
			- Beg. Fund Bal.- Reserved	49950 00			
		9,000	Beg Fund Bal- Reserved Community Center Maint	49950 00	4,000	4,000	4,000
			Beg Fund Bal-Reserved PD Grants and Donations	49950 00	14,481	14,481	14,481
<u>Property Taxes-General</u>							
\$ 1,791,766.48	\$ 1,856,285.94	1,900,000	PROP TAXES-CURRENT	43111 00	1,965,000	1,965,000	1,965,000
\$ -	\$ -	-	PROP TAXES-PENALTIES/INT CURRENT	43111 01	-	-	-
\$ 39,799.18	\$ 62,416.16	55,000	PROP TAXES-PRIOR	43112 00	63,985	63,985	63,985
\$ -	\$ -	-	- PROP TAXES PENALTIES/INT PRIOR	43112 01	-	-	-
<u>Business Taxes</u>							
\$ 38,362.38	\$ 36,510.70	37,000	HOTEL/MOTEL TAX	43161 00	37,000	37,000	37,000
<u>Other Taxes- Franchise Fees</u>							
\$ 15,793.40	\$ 72,295.90	15,000	FRONTIER TELEPHONE-CH	43131 01	15,000	15,000	15,000
\$ 285,777.23	\$ 302,477.08	317,600	PORT. GEN. ELEC.	43131 02	300,000	300,000	300,000
\$ 118,245.90	\$ 134,222.89	147,645	N.W. NATURAL GAS	43131 03	140,000	140,000	140,000
\$ 36,491.82	\$ 38,878.06	38,990	REFUSE COMP	43131 04	40,216	40,216	40,216
\$ 24,384.00	\$ 29,313.00	29,354	CABLE	43131 05	29,400	29,400	29,400
\$ 4,430.13	\$ 3,920.62	4,550	RWPUD FRAN FEE	43131 06	4,575	4,575	4,575
\$ 65,769.10	\$ 64,134.50	72,740	CITY WTR FRAN FEE	43131 07	66,880	66,880	66,880
\$ 108,528.30	\$ 106,604.39	110,800	CITY SEWER FRAN FEE	43131 08	110,230	110,230	110,230
\$ 28,613.98	\$ 30,206.54	29,419	CITY STORM FRAN FE	43131 09	30,207	30,207	30,207
<u>Licenses and Permit Fees</u>							
\$ 117,182.26	\$ 109,874.62	136,360	LIQUOR TAX	43201 00	116,355	116,355	116,355
\$ 10,073.00	\$ 6,735.00	11,000	COMM. DEV. FEES/ LAND USE ETC.	43205 00	11,000	11,000	11,000
<u>Business Licenses</u>							
\$ 18,229.18	\$ 12,577.50	18,750	BUSINESS LICENSES	43211 00	15,500	15,500	15,500
\$ 7,750.00	\$ 6,551.98	7,800	BURGLAR ALARM PERM	43212 00	8,250	8,250	8,250
<u>Intergovernmental Revenue</u>							
\$ 325,238.00	\$ 314,530.00	314,500	BUS. INCOME TAX	43301 01	325,000	325,000	325,000
\$ 15,285.80	\$ 14,247.73	13,052	CIGARETTE TAX	43301 02	14,130	14,130	14,130
\$ 70,695.94	\$ 67,286.79	71,407	STATE REVENUE SHARING	43301 03	68,000	68,000	68,000
\$ 51,366.37	\$ 49,155.59	48,603	911 TAX	43301 04	48,043	48,043	48,043
		4,000	METRO RECYCLING PROGRAM	43301 07	4,000	4,000	4,000
\$ 25,000.00	\$ 25,000.00	25,000	PILOT-HAP	43302 01	25,000	25,000	25,000

General Fund Resources (110-01)

OACP-DUII GRANT	110-01- 43331	01	DUII Enforcement Grant from Oregon Chiefs of Police Assoc.
OACP-SEATBELT GRANT	110-01- 43331	02	Seatbelt Enforcement Grant from Oregon Chiefs of Police Assoc.
EMGET	110-01- 43331	03	Grant from State for Gang Enforcement to pay for part of Officer position. Program administered and paid to City through Gresham.
SRO REYNOLDS S.D.	110-01- 43331	04	Contribution from Reynolds SD for 75% of the cost of a school resource Officer position.
SRO REYNOLDS S.D. OT	110-01- 43331	05	100% reimbursement from Reynolds SD for SRO to work OT at school functions upon request
TARGET GRANT- CRIME PREVENTION	110-01- 43331	06	Grant applied for to pay for expenses directly related to crime prevention
JAG GRANT- CRIME ANALYSIS	110-01 43331	07	Grant to pay for cost of crime analysis services- (joint partnership with Troutdale PD)
GENERAL GOVT CHARGES	110-01- 43401	00	Revenue from copies, faxes, and notary services.
CREDIT CARD MERCHANT SRVC. FEE	110-01- 43403	00	Fee assessed each customer who utilizes credit card payment system. Is used to offset the cost to provide the system to customers.
LIEN/TITLE SEARCH REVENUE	110-01- 43412	00	Fees from companies who request title searches via Net Assets.
FIRE SUPPRESSION FEE	110-01- 43413	00	Fees collected from utility customers to offset a portion of Gresham Fire Suppression contract.
METRO REIMB.	110-01- 43421	00	Reimbursement from Metro for police patrols at Chinook Landing and Blue Lake.
ABATEMENT FEE	110-01- 43501	00	Civil penalties from Municipal Court for code violations.
TRAFFIC SAFETY- DIVERSION	110-01- 43511	00	Traffic Safety Program- Fees to pay costs of OT pay for Sgt. Teaching the Drivers Safety classes as well as for traffic safety supplies.
TRAFFIC SAFETY- ENFORCEMENT	110-01- 43511	01	Revenue to offset the cost of OT for traffic enforcement specifically.
DRIVERS SAFETY CLASS FEES-OTHER	110-01- 43512	00	Fees paid in lieu of fines for the attendance of driver safety classes not
FINES & FORFEITURE	110-01- 43513	00	Fees for traffic citations and other ordinance violations.
FINES-COLLECTIONS	110-01- 43514	00	Fines collected utilizing Valley Credit Collections services.
INTEREST AND PENALTIES ON COLLECTIONS	110-01- 43514	01	Interest and penalties collected from and/or paid by Valley Credit Collection Services.
OTHER COURT REVENUE SHARE	110-01- 43515	00	Revenue distributed from other courts (State Judicial/ Mult. Co.)
POLICE REPORT	110-01- 43516	00	Fees for providing requested police reports.
TOW RELEASE	110-01- 43517	00	Fees for the release of towed vehicles.
FINES- CODE ENFORCEMENT	110-01- 43518	00	Fines collected as the result of citations for code enforcement.
VEHICLE FINE ASSESSMENT (TO ERF)	110-01- 43519	00	Fee collected per ticket and transferred to ERF for new police vehicles and equipment.
INTEREST-LGIP	110-01- 43611	00	Interest received from State Local Government Investment Pool.
INTEREST-INVESTMENTS	110-01- 43612	00	Interest received from CD at Oregon Credit Union.
CELL TOWER RENT	110-01- 43621	00	Revenue from T-Mobile and Clear wire for placing towers on water towers.
CITY HALL CONF RM RENT	110-01- 43622	00	Fees for the rental of use of conference rooms in City Hall
COMMUNITY CENTER RENT	110-01- 43623	00	Fees for the rental of the Community Center
COMMUNITY GARDEN	110-01- 43625	00	Fees for the rental of space in the Community Garden
RENTAL REVENUE-OTHER	110-01- 43626	00	Fees for the rental of other City property or space not elsewhere classified.

**CITY OF FAIRVIEW
Adopted Budget
Fiscal Year 2011-12**

			GENERAL FUND RESOURCES (110-01)				
2008-09 Actual	2009-10 Actual	2010-11 Budget			4/11/2011 Proposed Budget	4/18/2011 Approved Budget	6/1/2011 Adopted Budget
<u>Grant Revenue- Operational</u>							
\$ 69,722.74	\$ 85,510.76		-	OPER. GRANT- FEDERAL	43312 00	-	-
	\$ 5,480.00		3,475	OACP-DUII GRANT	43331 01	3,475	3,475
	\$ 4,367.00		4,200	OACP-SEATBELT GRANT	43331 02	4,200	4,200
			58,800	EMGET	43331 03	58,800	58,800
\$ 65,281.00	\$ 67,748.00		71,181	SRO REYNOLDS S.D.	43331 04	72,605	72,605
			1,390	SRO REYNOLDS S.D. OT	43331 05	1,390	1,390
			2,500	TARGET GRANT- CRIME PREVENTION	43331 06	2,500	2,500
			13,822	JAG GRANT- CRIME ANALYSIS	43331 07	-	-
<u>Charges for Services</u>							
\$ 64,735.87	\$ 17,965.70		7,100	GENERAL GOVT CHARGES	43401 00	5,400	5,400
\$ -	\$ -		-	PASSPORT PROCESSING FEE	43402 00	-	-
	\$ 2,088.90		5,310	CREDIT CARD MERCHANT SRVC. FEE	43403 00	2,500	2,500
\$ -			4,117	LIEN/TITLE SEARCH REVENUE	43412 00	5,700	5,700
\$ 16,066.29	\$ 15,786.00		16,500	FIRE SUPPRESSION FEE	43413 00	16,500	16,500
\$ 27,284.32	\$ 28,184.70		28,300	METRO REIMB.	43421 00	28,300	28,300
<u>Fines- General</u>							
\$ -	\$ -		1,000	ABATEMENT FEE	43501 00	1,000	1,000
<u>Fines-Court</u>							
\$ 19,162.00	\$ 12,459.50		21,000	TRAFFIC SAFETY- DIVERSION	43511 00	21,000	21,000
\$ -	\$ -		6,250	TRAFFIC SAFETY- ENFORCEMENT	43511 01	6,250	6,250
	\$ -		-	OR STATE SURCHARGE	43512 00	-	-
\$ 211,839.23	\$ 186,414.55		162,000	FINES & FORFEITURE	43513 00	162,000	162,000
\$ -			79,860	FINES-COLLECTIONS	43514 00	79,860	79,860
			3,120	INTEREST AND PENALTIES ON COLLECTIONS	43514 01	3,120	3,120
\$ -			12,500	OTHER COURT REVENUE SHARE	43515 00	12,500	12,500
\$ -			3,200	POLICE REPORT	43516 00	3,200	3,200
\$ -			6,100	TOW RELEASE	43517 00	6,100	6,100
\$ -			-	FINES- CODE ENFORCEMENT	43518 00	100	100
\$ -			(2,900)	VEHICLE FINE ASSESSMENT (TO ERF)	43519 00	-	-
<u>Investment Earnings</u>							
\$ 92,521.39	\$ 24,332.61		34,603	INTEREST-LGIP	43611 00	41,714	41,714
\$ -			1,680	INTEREST-INVESTMENTS	43612 00	1,680	1,680
<u>Rent and Lease Revenue</u>							
\$ -	\$ 32,021.75		31,000	CELL TOWER RENT	43621 00	41,500	41,500
\$ -			3,000	CITY HALL CONF RM RENT	43622 00	3,000	3,000
\$ 8,995.00	\$ 7,780.00		10,000	COMMUNITY CENTER RENT	43623 00	10,000	10,000
\$ -			375	COMMUNITY GARDEN	43625 00	375	375
			-	RENTAL REVENUE-OTHER	43626 00	750	750

General Fund Resources (110-01)

RENT- FROM STREET	110-01- 43624	14	Rent from City Street Fund for office space within City Hall
RENT- FROM WATER	110-01- 43624	21	Rent from City Water Fund for office space within City Hall
RENT- FROM SEWER	110-01- 43624	22	Rent from City Sewer Fund for office space within City Hall
RENT- FR STW	110-01- 43624	23	Rent from City Storm water Fund for office space within City Hall
GIFTS & DONATIONS-DESIGNATED	110-01- 43641	00	Contributed money for specific purposes.
GIFTS & DONATIONS-UN-DESIGNATED	110-01- 43642	00	Contributed money for general purposes.
PD GIFTS & DONATIONS-DESIGNATED	110-01 43643	00	Contributed money for specific purposes.
MISC. REVENUE	110-01- 43901	00	Revenue from other General Fund activities not elsewhere classified.
TRANS FROM STREET	110-01- 43911	14	Not budgeted this fiscal year.
TRANS FROM WATER	110-01- 43911	21	Not budgeted this fiscal year.
TRANS FROM SEWER	110-01- 43911	22	Not budgeted this fiscal year.
TRANS FROM STORMWA	110-01- 43911	23	Not budgeted this fiscal year.
SALE MAT/EQUIPMENT	110-01- 43921	00	Revenue from the sale or auction of General Govt. real property.
DONATION/REGISTRATIONS- CHILI ON THE GREEN	110-01- 45001	01	Funds from donations, registrations, vendors, etc. directly related to the Chili on the Green.
DONATION/GIFTS-TREE LIGHTING	110-01- 45001	02	Donations specifically for the Tree Lighting Event.
DONATIONS/GIFTS-VETERANS	110-01- 45001	03	Donations specifically for the Veterans' Day Event.
DONATIONS/GIFTS- EASTER	110-01- 45001	04	Donations specifically for the Easter Egg Hunt Event.
DONATIONS/GIFTS-BIG TRUCK	110-01- 45001	05	Donations specifically for the Big Truck Day Event.
DONATIONS/GIFTS- SPECIAL EVENTS- OTHER	110-01- 45001	06	Donations specifically for special events not elsewhere specified.

**CITY OF FAIRVIEW
Adopted Budget
Fiscal Year 2011-12**

			GENERAL FUND RESOURCES (110-01)		4/11/2011 Proposed Budget	4/18/2011 Approved Budget	6/1/2011 Adopted Budget
2008-09 Actual	2009-10 Actual	2010-11 Budget					
\$ -	\$ -	10,000	RENT- FROM STREET	43624 14	10,000	10,000	10,000
\$ -	\$ -	15,000	RENT- FROM WATER	43624 21	15,000	15,000	15,000
\$ -	\$ -	15,000	RENT- FROM SEWER	43624 22	15,000	15,000	15,000
\$ -	\$ -	10,000	RENT- FR STW	43624 23	10,000	10,000	10,000
<u>Donations and Contributions</u>							
\$ 16,666.35	\$ 18,040.75	500	GIFTS & DONATIONS-DESIGNATED	43641 00	500	500	500
		500	GIFTS & DONATIONS-UN- DESIGNATED	43642 00	500	500	500
		1,087	PD GIFTS & DONATIONS- DESIGNATED		1,100	1,100	1,100
<u>Other Financing Sources</u>							
\$ -		-	MISC. REVENUE	43901 00	355	355	355
<u>Transfers In from Other Funds</u>							
\$ 235,200.00	\$ 233,096.04	-	TRANS FROM STREET	43911 14	-	-	-
\$ 457,592.00	\$ 461,376.00	-	TRANS FROM WATER	43911 21	-	-	-
\$ 352,776.00	\$ 352,397.04	-	TRANS FROM SEWER	43911 22	-	-	-
\$ 321,324.00	\$ 321,815.04	-	TRANS FROM STORMWA	43911 23	-	-	-
<u>Sale of Assets</u>							
\$ -		-	SALE MAT/EQUIPMENT	43921 00	-	-	-
<u>Special Events Donations</u>							
\$ -		16,600	DONATION/REGISTRATIONS- CHILI ON THE GREEN	45001 01	-	-	-
\$ -			- DONATION/GIFTS-TREE LIGHTING	45001 02	-	-	-
\$ -			- DONATIONS/GIFTS-VETERANS	45001 03	-	-	-
\$ -			- DONATIONS/GIFTS- EASTER	45001 04	-	-	-
\$ -			- DONATIONS/GIFTS-BIG TRUCK	45001 05	-	-	-
\$ -			DONATIONS/GIFTS- SPECIAL		-	-	-
\$ -		750	EVENTS-OTHER	45001 06	-	-	-
\$ 9,940,570.09	\$ 8,908,529.33	7,780,222	TOTAL GENERAL FUND RESOURCE		7,582,789	7,582,789	7,582,789
\$ 8,573,678.09	\$ 7,539,845.21	7,780,222	TOTAL GENERAL FUND RESOURCE		7,582,789	7,582,789	7,582,789

GENERAL FUND

(2011-12 Budget)

Fund 110/Dept. 05 Administration

DESCRIPTION OF PURPOSE/FUNCTION OF THE DEPARTMENT

The Administration Department includes the City Administrator who is appointed by the City Council to carry out Council policies and to serve as the chief administrative officer of the City. The department manages the City's business and implements the Council's plans and orders by:

- Coordinating the work of all City departments and employees;
- Enforcing City laws and applying Council policies;
- Expending monies as approved by the City Council;
- Making recommendations to the Council on legislation, financial programs, capital improvements, policies, services, and other matters as requested;
- Keeping the City Council informed of the City's business and financial condition;
- Investigating and acting on complaints;
- Writing, editing and publishing the quarterly Fairview Point newsletter and issuing press releases;
- Overseeing intergovernmental relations; and
- Preparing and distributing Council agenda, completing Council meeting minutes, coordinating City-wide elections, and maintaining city records system.

DESCRIPTION OF DEPARTMENT, INCLUDING NUMBER OF PERSONNEL

The Administration Department consists of 1.0 staff member and the City Administrator who are responsible for carrying out the duties listed above.

ACCOMPLISHMENTS- FISCAL YEAR 2010-11

1. Maintained a stable level of city services within the existing tight financial constraints.
2. Implemented a complete revision of the City's Employee Handbook.
3. Initiated the process to completely redesign the city website.
4. Initiated the process of developing a Strategic Plan for the organization.
5. Coordinated all aspects of the city election process in the November regular election.

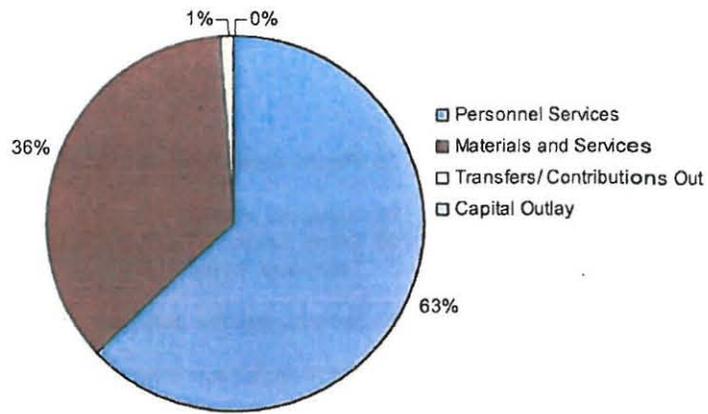
FOCUS/GOALS FOR FISCAL YEAR 2011-12

1. Complete the first- ever Strategic Plan for the organization
2. Complete overall redesign of city website.
3. Begin the process of preparing our city records system for transition to a computerized document management system

FUNDING SOURCES

The funding sources for the Administration Department are primarily the General Fund. However, because many of the efforts and responsibilities of the Administration Department support the other operating funds (Street, Water, Sewer, and Storm Water) a portion of the Administration expenses are allocated to those funds.

Where the Money Goes:



Total Expenditures: \$241,642

MAJOR DIFFERENCES BETWEEN FISCAL YEAR 2009-10 AND FISCAL YEAR 2011-12:

No significant differences are anticipated between these two fiscal years.

STATUS (Department Budget)

In all cases, the City Administrator will be fiscally responsible and spend no more than is needed to administer effective departmental operations as approved in this City Budget.

GF- Administration (110-05)

MAYOR'S STIPEND	110-05- 61001	00	Mayors stipend paid on a monthly basis.
CITY ADMINISTRATOR	110-05- 61101	00	Salary per contract.
STAFF- EXECUTIVE ASSISTANT	110-05- 61109	00	Salary based on salary wages and the labor agreement with the Teamsters' Union.
TEMPORARY HELP	110-05- 61201	00	Not budgeted this fiscal year.
OVERTIME HOURS	110-05- 61301	00	Not budgeted this fiscal year.
CELL PHONE ALLOWANCE-MAYOR	110-05- 62001	00	Mayor's cell phone allowance.
CELL PHONE ALLOWANCE-EMPLOYEES	110-05- 62002	00	Administrators' cell phone allowance.
EMP ASSIST PROGRAM/ FSA FEES	110-05- 62003	00	Costs to provide the Employee Assist Program and FSA Program.
LONGEVITY	110-05- 62004	00	Not budgeted this fiscal year.
DENTAL INSURANCE	110-05- 62101	00	Dental Insurance provided to employees.
MEDICAL INSURANCE	110-05- 62102	00	Medical Insurance provided to employees.
LIFE INSURANCE	110-05- 62103	00	Life Insurance cost share with employees.
LONG TERM Disability INS	110-05- 62104	00	Long Term Disability Insurance provided to employees.
WORKERS COMP INSURANCE	110-05- 62105	00	Workers' Compensation Insurance expense.
SOCIAL SECURITY (FICA)	110-05- 62201	00	Federal Payroll taxes.
TRI-MET TAX	110-05- 62202	00	Tri-Met payroll taxes.
WBF ASSESSMENT	110-05- 62203	00	Workers Benefit Fund payroll expense.
PERS/OPSRP	110-05- 62301	00	Retirement for employees.
UNEMP. INSURANCE	110-05- 62501	00	Unemployment payroll tax.
VACATION BUY-OUT	110-05- 62901	00	Accrued vacation paid out to employees one time per year (40 hours max) or upon employment separation.
EMPLOYEE RECOGNITION	110-05- 62951	00	
SAFETY AWARD PROGRAM	110-05- 62952	00	Not budgeted this fiscal year.
CONTRACT SERVICES	110-05- 63001	00	Contract services to carry out the functions of the Admin Dept.
HR ADMINISTRATION	110-05- 63101	00	Allocated: Helen Trowie and other expenses that benefit all departments and funds. Some expenses directly related are not allocated.
AUDIT AND ACCOUNTING	110-05- 63301	00	Allocated: Costs of annual audit and technical support- Dickey and Tremper, LLC
LEGAL	110-05- 63302	00	Allocated: City legal services-Beery, Elsner, and Hammond, LLC.
IT SERVICES	110-05- 63401	00	Allocated: Mozy Pro, Windows, Smoke and Mirrors Computers, etc.
PROPERTY ALARM SERVICES	110-05 63305	00	Allocated: Costs for property alarm services to Nighthawk.
WEBSITE MANAGEMENT	110-05- 63402	00	Allocated: Monthly expense to maintain re-designed website.
REFUSE/SHREDDING	110-05- 64211	00	Allocated: Costs for shredding confidential documents per Red Flag Rules, Cintas.
BLDG CLEANING SRVCS	110-05- 64231	00	Allocated: Contracted monthly costs for twice weekly janitorial services, Friendly Cleaners.
VEHICLE REP/MAINT	110-05- 64301	00	Costs associated with maintaining Ford Taurus, includes oil changes, tires, etc.

**CITY OF FAIRVIEW
Adopted Budget
Fiscal Year 2011-12**

2008-09 Actual	2009-10 Actual	2010-11 Budget	GENERAL FUND ADMINISTRATION (110-05)	4/11/2011 Proposed Budget	4/18/2011 Approved Budget	6/1/2011 Adopted Budget
<u>Personnel- Salaries and Wages</u>						
	1,440		MAYOR'S STIPEND 61001 00	1,440	1,440	1,440
	57,340		CITY ADMINISTRATOR 61101 00	60,005	60,005	60,005
	30,496		STAFF- EXECUTIVE ASSISTANT 61109 00	32,853	32,853	32,853
			- TEMPORARY HELP 61201 00	4,448	4,448	4,448
			- OVERTIME HOURS 61301 00	278	278	278
<u>Personnel- Benefits</u>						
	540		CELL PHONE ALLOWANCE-MAYOR 62001 00	540	540	540
	540		EMPLOYEES 62002 00	540	540	540
	50		EMP ASSIST PROGRAM 62003 00	55	55	55
			- LONGEVITY 62004 00	-	-	-
	1,594		DENTAL INSURANCE 62101 00	779	779	779
	16,316		MEDICAL INSURANCE 62102 00	19,451	19,451	19,451
	245		LIFE INSURANCE 62103 00	117	117	117
	245		LONG TERM DISABILITY INS 62104 00	381	381	381
	3,857		WORKERS COMP INSURANCE 62105 00	2,638	2,638	2,638
	6,979		SOCIAL SECURITY (FICA) 62201 00	7,318	7,318	7,318
	622		TRI-MET TAX 62202 00	653	653	653
	76		WBF ASSESSMENT 62203 00	94	94	94
	11,015		PERS/OPSRP 62301 00	18,361	18,361	18,361
	641		UNEMP. INSURANCE 62501 00	670	670	670
	879		VACATION BUY-OUT 62901 00	935	935	935
\$ -	\$ -	132,875	TOTAL PERSONNEL EXPENSE	151,556	151,556	151,556

Other Personnel Expenses-

Not payroll related

			EMPLOYEE RECOGNITION 62951 00	100	100	100
			SAFETY AWARD PROGRAM 62952 00			

Purchased Professional and IT

Services

24,657			CONTRACT SERVICES 63001 00	5,000	5,000	5,000
5,500			HR ADMINISTRATION 63101 00	5,500	5,500	5,500
1,616			AUDIT & ACCOUNTING 63301 00	1,600	1,600	1,600
28,000			LEGAL 63302 00	34,000	34,000	34,000
4,753			IT SERVICES 63401 00	3,150	3,150	3,150
47			PROPERTY ALARM SERVICES 63305 00	50	50	50
144			WEBSITE MANAGEMENT 63402 00	480	480	480

Purchased Property Services

101			REFUSE/SHREDDING 64211 00	100	100	100
1,080			BLDG CLEANING SRVCS 64231 00	1,440	1,440	1,440
200			VEHICLE REP/MAINT 64301 00	150	150	150

GF- Administration (110-05)

BLDG REP/MAINT	110-05- 64302	00	Allocated: Costs for repairing and maintaining existing City Hall building and existing City Hall building equipment (such as elevator, HVAC System, sinks, etc.). Includes yearly maintenance agreements.
OFFICE EQUIP REP/MAINT.	110-05- 64303	00	Allocated: Costs for the repair and maintenance of office equipment located in the Administration Department. Includes copiers, faxes, typewriters, printers, etc.) Includes yearly maintenance agreements, DOES NOT include monthly fees.
EQUIP RENT EXP	110-05- 64421	00	Allocated: Costs for rental of copier and postage machine and any other office equipment rental.
ER CONTRIBUTION	110-05- 64916	01	Transfer of funds to Equipment Replacement Fund for future capital outlay purchases.
FM CONTRIBUTION	110-05- 64917	01	Not budgeted this fiscal year.
GENERAL LIAB/PROP INSURANCE	110-05- 65201	00	Allocated: Property, General Liability, and Auto Insurance.
CABLE	110-05- 65301	00	Allocated between PD and GF-Admin- costs for cable TV in event of emergency.
POSTAGE	110-05- 65302	00	Allocated and direct. Costs for postage to mail general envelopes etc. (DOES NOT include cost of mailing newsletter.)
TELEPHONE	110-05- 65303	00	Allocated: Telephone, voice mail, and fax services for City Hall.
PUBLICATIONS	110-05- 65401	00	Costs for publishing ads in newspapers, magazines, and other publications.
PRINTING	110-05- 65501	00	Costs for professional printing and design services for business cards, letter head, etc.
PRINTING- NEWSLETTER	110-05- 65501	01	Not funded this fiscal year.
TRAVEL-STAFF MEETINGS/ERRANDS	110-05- 65801	00	Reimbursement costs for staff travel to attend local meetings or run local errands.
BANK FEES	110-05- 65901	00	Allocated: Costs for banking services.
MERCHANT FEES	110-05- 65902	00	Allocated: Costs for credit card payment services.
OFFICE SUPPLIES	110-05- 66101	00	General office supplies such as pens, paper, staples, markers, etc.
OPERATING MATERIAL	110-05- 66102	00	Supplies specific to department functions.
BLDG SUPP-CITY HALL	110-05- 66103	00	Allocated: Supplies for City Hall including cleaning products, toilet paper, coffee, etc.
GAS/HEAT-CH	110-05- 66211	00	Allocated: Gas heat for City Hall.
ELECTRICITY-CH	110-05- 66221	00	Allocated: Electricity for City Hall.
FUEL	110-05- 66261	01	Costs for fuel for the Ford Taurus.
MEETING ATTENDANCE-CA	110-05- 66301	00	Costs for meals and travel to attend meetings by the City Administrator.
MEETING ATTENDANCE- MAYOR	110-05- 66301	01	Costs for meals and travel to attend meetings by the Mayor.
CONF-MEALS/LODGING- ADMIN	110-05- 66302	00	Costs for the meals and lodging expenses associated with attending a conference by the City Administrator.
CONF-MEALS/ LODGING- MAYOR	110-05- 66302	01	Costs for the meals and lodging expenses associated with attending the annual Mayor's conference and/or the League of Oregon Cities Conference by the Mayor.
CONF-MEALS/LODGING- COUNCIL	110-05- 66302	02	Costs for meals and lodging to attend conferences by the Council.
TRAINING & CONF.- ADMIN	110-05- 66502	00	Registration costs for conferences and trainings attend by the City
DUES/SUB/MEMBERSHIP-CITY/ADMIN	110-05- 66501	00	Allocated: Membership dues. (NOT newspaper subscriptions).

CITY OF FAIRVIEW
Adopted Budget
Fiscal Year 2011-12

2008-09 Actual	2009-10 Actual	2010-11 Budget	GENERAL FUND ADMINISTRATION (110-05)	4/11/2011 Proposed Budget	4/18/2011 Approved Budget	6/1/2011 Adopted Budget	
			900 BLDG REP/MAINT	64302 00	1,100	1,100	1,100
			100 OFFICE EQUIP REP/MAINT	64303 00	100	100	100
			1,566 EQUIP RENT	64421 00	1,700	1,700	1,700
			<u>Expense Reimb. To Other</u>				
			<u>Funds</u>				
			- ER CONTRIBUTION	64916 01	2,700	2,700	2,700
			- FM CONTRIBUTION	64917 01	-	-	-
			<u>Insurance- Other than payroll</u>				
			<u>related</u>				
			2,080 GENERAL LIAB/PROP INSURANCE	65201 00	2,312	2,312	2,312
			<u>Other Purchased Services</u>				
			35 CABLE	65301 00	35	35	35
			900 POSTAGE	65302 00	750	750	750
			800 TELEPHONE-CH	65303 00	875	875	875
			600 PUBLICATIONS	65401 00	800	800	800
			1,000 PRINTING	65501 00	750	750	750
			1,750 PRINTING- NEWSLETTER	65501 01	-	875	875
			100 TRAVEL-STAFF	65801 00	100	100	100
			480 BANK FEES	65901 00	1,200	1,200	1,200
			212 MERCHANT FEES	65902 00	120	120	120
			- CREDIT CARD FEES	65903 00	30	30	30
			<u>Supplies</u>				
			3,700 OFFICE SUPPLIES	66101 00	4,100	4,100	4,100
			500 OPERATING MATERIALS	66102 00	500	500	500
			675 BLDG SUPP-CH	66103 00	705	705	705
			75 GAS/HEAT-CH	66211 00	40	40	40
			2,100 ELECTRICITY-CH	66221 00	2,200	2,200	2,200
			500 FUEL	66261 01	650	650	650
			<u>Operating Expenses- Other</u>				
			750 MEETING ATTENDANCE-CA	66301 00	750	750	750
			350 MEETING ATTENDANCE- MAYOR	66301 01	350	350	350
			1,700 CONF-MEALS/LODGING- ADMIN	66302 00	1,200	1,200	1,200
			400 CONF-MEALS/ LODGING- MAYOR	66302 01	400	400	400
			250 CONF-MEALS/LODGING- COUNCIL	66302 02	250	250	250
			924 TRAINING & CONF.- ADMIN	66502 00	800	800	800
			DUES/SUB/MEMBERSHIP-				
			6,500 CITY/ADMIN	66501 00	2,824	2,824	2,824

GF- Administration (110-05)

MAYOR EXP-OTHER	110-05- 66902	05	Costs for Mayor expenses including council meeting meals.
COUNCIL EXP-OTHER	110-05- 66902	10	Costs for Council expenses including council meeting meals.
ELECTION EXPENSE	110-05- 66902	15	Expenses associated with elections. Not budgeted this fiscal year.
COMMUNITY SUPPORT	110-05- 66902	20	Costs for mediation services, TIP annual dinner, and other community support.
CITY HALL IMPROVEMENTS	110-05- 67201	03	Allocated: Costs for improvements to the City Hall building.
BLDG EQUIPMENT- CITY HALL	110-05- 67402	00	Allocated: Costs for new City Hall building equipment.
OFFICE EQUIPMENT	110-05- 67405	00	Allocated and Direct- Costs for new office equipment.

**CITY OF FAIRVIEW
Adopted Budget
Fiscal Year 2011-12**

2008-09 Actual	2009-10 Actual	2010-11 Budget	GENERAL FUND ADMINISTRATION (110-05)	4/11/2011 Proposed Budget	4/18/2011 Approved Budget	6/1/2011 Adopted Budget	
			<u>Administration Expenses- Other</u>				
		1,000	MAYOR EXP-OTHER	66902 05	1,000	1,000	1,000
		3,000	COUNCIL EXP-OTHER	66902 10	3,000	3,000	3,000
		-	ELECTION EXPENSE	66902 15	-	-	-
		6,000	COMMUNITY SUPPORT	66902 20	6,000	6,000	6,000
			<u>Building and Equipment Expenses</u>				
		-	CITY HALL IMPROVEMENTS	67201 03	-	-	-
		200	BLDG EQUIPMENT-CH	67402 00	200	200	200
		100	OFFICE EQUIPMENT	67405 00	100	100	100
		105,345	OPERATING EXPENSE		89,211	90,086	90,086
		238,220	TOTAL ADMIN EXPENSES		240,767	241,642	241,642

DESCRIPTION OF PURPOSE/FUNCTION OF THE DEPARTMENT

The Finance Department serves as the City's accounting manager and is responsible for:

- The efficient accounting of the City's cash receipts and payables;
- Processing of the City's payroll and required filings;
- Preparing and monitoring the monthly utility billings;
- Conducting monthly and year end closing procedures;
- Preparing and monitoring the annual budget;
- Providing effective and useful financial information to department staff, City Council, Budget Committee members and interested parties;
- Preparing year end schedules and documents for the City's required annual audit;
- Monitoring the system of internal controls and implement new procedures as necessary to ensure accounting data is properly captured within the accounting system;
- Monitoring and managing all IT systems for the City;
- Managing employee benefits and related HR duties;
- Risk Management.

DESCRIPTION OF DEPARTMENT, INCLUDING NUMBER OF PERSONNEL

The Finance Department consists of a director and 5 staff members who are responsible for carrying out the duties listed above.

ACCOMPLISHMENTS- FISCAL YEAR 2010-11

1. Converted accounting processes from AIMS system to Tyler Technologies, Incode. Modules converted as of today are: General Ledger, Accounts Payable, Cash Receipting, Utility Billing, Human Resources/Payroll, and Court.
3. Achieved recognition for the second year in a row from the Government Finance Officers' Association for the FY 2009-10 Comprehensive Annual Financial Report (CAFR).
4. Continued to streamline and enhance collection processes.
5. Achieved a labor agreement between the City and the Fairview Police Association.

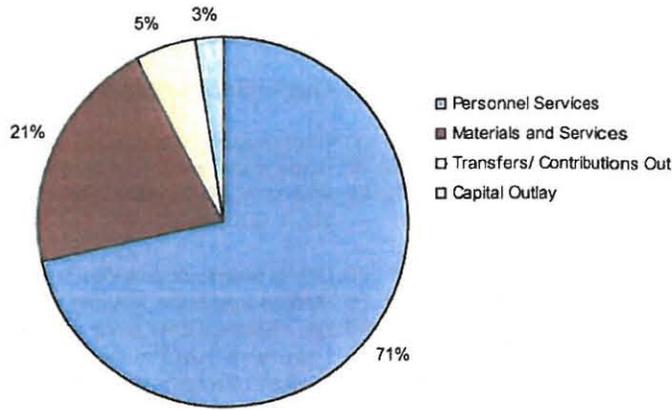
FOCUS/GOALS FOR FISCAL YEAR 2011-12

1. Complete conversion of Incode modules: Purchase Orders, Call Center, Building Permits, Fixed Assets, and Accounts Receivable.
2. Maximize converted modules for efficiencies and analysis reporting.
3. Review all accounting processes for efficiencies.
4. Generate adequate resources to meet operating expenditure needs.
5. Develop written Risk Management policies and procedures as they relate to human resources, property, and liability.
6. Develop updated Policy and Procedure manuals for all finance functions.
7. Review current banking options to maximize internal controls while minimizing expense.
8. Review and update all City fees in collaboration with all City departments.
9. Develop and implement update Contracting and Purchasing rules in compliance with Oregon State Law.
10. Develop Finance Department web pages both for internal users (intranet) focused on Human Resources, Employee Benefits, and Risk Management and external users focused on Utility Billing and Accounts Payable.

FUNDING SOURCES

The funding sources for the Finance Department are primarily the General Fund. However, because many of the efforts and responsibilities of the Finance Department directly support the other operating funds (Street, Water, Sewer, and Storm Water) a portion of the Finance Department expenses are allocated to those funds.

Where the Money Goes:



Total Expenditures: \$396,396

MAJOR DIFFERENCES BETWEEN FISCAL YEAR 2010-11 AND FISCAL YEAR 2011-12:

Changes include a reduction in the contribution to the Equipment Replacement Fund, addition of 12 work hours per week to contracted services, increased PERS rates, and reclassification of Management Analyst to Senior Management Analyst.

STATUS (Department Budget)

The Finance Department realizes that as financial transactions continue to increase and the City becomes more complex, it must continue to work smarter and use technology to leverage the current staff. In all cases, the Finance Director will be fiscally responsible and spend no more than is needed to administer effective departmental operations as approved by the City Administrator and City Council.

GF- Finance (110-10)

FINANCE DIRECTOR	110-10- 61103	00	Salary based on salary wage schedule.
STAFF-FINANCE	110-10- 61109	00	Salary based on salary wages and the labor agreement with the Teamsters' Union.
TEMPORARY HELP	110-10- 61201	00	Cost for temporary help services.
OVERTIME HOURS	110-10- 61301	00	Cost for hours worked over 40 hours per work week.
CELL PHONE ALLOWANCE-EMPLOYEES	110-10- 62002	00	Director and IT Coordinator cell phone allowances.
EMP ASSIST PROGRAM/ FSA FEES	110-10- 62003	00	Costs to provide the Employee Assist Program and FSA Program.
LONGEVITY	110-10- 62004	00	Additional pay based on years of service (for employees hired prior to July 1, 2008 only).
DENTAL INSURANCE	110-10- 62101	00	Dental Insurance provided to employees.
MEDICAL INSURANCE	110-10- 62102	00	Medical Insurance provided to employees.
LIFE INSURANCE	110-10- 62103	00	Life Insurance cost share with employees.
LONG TERM Disability INS	110-10- 62104	00	Long Term Disability Insurance provided to employees.
WORKERS COMP INSURANCE	110-10- 62105	00	Workers' Compensation Insurance expense.
SOCIAL SECURITY (FICA)	110-10- 62201	00	Federal payroll taxes.
TRI-MET TAX	110-10- 62202	00	Tri Met payroll taxes.
WBF ASSESSMENT	110-10- 62203	00	Workers' Benefit Fund payroll expense.
PERS/OPSRP	110-10- 62301	00	Retirement for employees.
UNEMP. INSURANCE	110-10- 62501	00	Unemployment payroll tax.
VACATION BUY-OUT	110-10- 62901	00	Accrued vacation paid out to employees one time per year (40 hours max) or upon employment separation.
EMPLOYEE RECOGNITION	110-10- 62951	00	
SAFETY AWARD PROGRAM	110-10- 62952	00	Not budgeted this fiscal year.
CONTRACT SERVICES	110-10- 63001	00	Not budgeted this fiscal year.
HR ADMINISTRATION	110-10- 63101	00	Allocated: Helen Trowle and other expenses that benefit all departments and funds. Some expenses directly related are not allocated.
AUDIT & ACCOUNTING	110-10- 63301	00	Allocated: Costs of annual audit and technical support- Dickey and Tremper, LLC
LEGAL	110-10- 63302	00	Allocated: City legal services-Beery, Elsner, and Hammond, LLC.
IT SERVICES	110-10- 63401	00	Allocated: Mozy Pro, Windows, Smoke and Mirrors Computers, etc.
PROPERTY ALARM SERVICES	110-10- 63305	00	Allocated: Costs for property alarm services to Nighthawk.
WEBSITE MANAGEMENT	110-10- 63402	00	Allocated: Monthly expense to maintain re-designed website.
REFUSE/SHREDDING	110-10- 64211	00	Allocated: Costs for shredding confidential documents per Red Flag Rules, Cintas.
BLDG CLEANING SRVCS	110-10- 64231	00	Allocated: Contracted monthly costs for twice weekly janitorial services, Friendly Cleaners.
VEHICLE REP/MAINT	110-10- 64301	00	Allocated: Costs associated with maintaining Ford Taurus, includes oil changes, tires, etc.
BLDG REP/MAINT	110-10- 64302	00	Allocated: Costs for repairing and maintaining existing City Hall building and existing City Hall building equipment (such as elevator, HVAC System, sinks, etc.). Includes yearly maintenance agreements.

CITY OF FAIRVIEW
Adopted Budget
Fiscal Year 2011-12

2008-09 Actual	2009-10 Actual	2010-11 Budget	GENERAL FUND FINANCE (110-10)	4/11/2011 Proposed Budget	4/18/2011 Approved Budget	6/1/2011 Adopted Budget		
<u>Personnel- Salaries and Wages</u>								
	42,759		FINANCE DIRECTOR	61103 00	41,791	41,791	41,791	
	126,653		STAFF-FINANCE	61109 00	130,227	130,227	130,227	
	4,300		TEMPORARY HELP	61201 00	7,600	7,600	7,600	
	1,525		OVERTIME HOURS	61301 00	1,525	1,525	1,525	
<u>Personnel- Benefits</u>								
CELL PHONE ALLOWANCE-								
	918		EMPLOYEES	62002 00	918	918	918	
	109		EMP ASSIST PROGRAM	62003 00	149	149	149	
	1,266		LONGEVITY	62004 00	1,266	1,266	1,266	
	4,259		DENTAL INSURANCE	62101 00	1,670	1,670	1,670	
	43,593		MEDICAL INSURANCE	62102 00	42,466	42,466	42,466	
	546		LIFE INSURANCE	62103 00	236	236	236	
	546		LONG TERM DISABILITY INS	62104 00	737	737	737	
	6,400		WORKERS COMP INSURANCE	62105 00	7,121	7,121	7,121	
	13,073		SOCIAL SECURITY (FICA)	62201 00	13,435	13,435	13,435	
	1,165		TRI-MET TAX	62202 00	1,203	1,203	1,203	
	170		WBF ASSESSMENT	62203 00	166	166	166	
	19,765		PERS/OPSRP	62301 00	31,100	31,100	31,100	
	1,197		UNEMP. INSURANCE	62501 00	1,226	1,226	1,226	
	1,654		VACATION BUY-OUT	62901 00	1,740	1,740	1,740	
\$	-	\$	-	269,898	TOTAL PERSONNEL EXPENSE	284,576	284,576	284,576

Other Personnel Expenses-

Not payroll related

-	EMPLOYEE RECOGNITION	62951 00	250	250	250
-	SAFETY AWARD PROGRAM	62952 00	-	-	-

Purchased Professional and IT

Services

-	CONTRACT SERVICES	63001 00	-	-	-
6,000	HR ADMINISTRATION	63101 00	5,500	5,500	5,500
8,888	AUDIT & ACCOUNTING	63301 00	8,800	8,800	8,800
2,826	LEGAL	63302 00	3,000	3,000	3,000
80	PROPERTY ALARM SERVICES	63305 00	115	115	115
7,146	IT SERVICES	63401 00	7,088	7,088	7,088
292	WEBSITE MANAGEMENT	63402 00	1,045	1,045	1,045

Purchased Property Services

252	REFUSE/SHREDDING	64211 00	275	275	275
2,700	BLDG CLEANING SRVCS	64231 00	3,600	3,600	3,600
-	VEHICLE REP/MAINT	64301 00	-	-	-
3,000	BLDG REP/MAINT	64302 00	3,200	3,200	3,200

GF- Finance (110-10)

OFFICE EQUIP REP/MAINT.	110-10- 64303	00	Allocated: Costs for the repair and maintenance of office equipment located in the Administration Department. Includes copiers, faxes, typewriters, printers, etc.) Includes yearly maintenance agreements, DOES NOT include monthly fees.
EQUIP RENT	110-10- 64421	00	Allocated: Costs for rental of copier and postage machine and any other office equipment rental.
ER CONTRIBUTION	110-10- 64916	02	Transfer of funds to Equipment Replacement Fund for future capital outlay purchases.
FM CONTRIBUTION	110-10- 64917	02	Not budgeted this fiscal year.
GENERAL LIAB/PROP INSURANCE	110-10- 65201	00	Allocated: Property, General Liability, and Auto Insurance.
POSTAGE	110-10- 65302	00	Allocated and direct. Costs for postage to mail general envelopes, utility bills, etc.
TELEPHONE- CH	110-10- 65303	00	Allocated: Telephone, voice mail, and fax services for City Hall.
PUBLICATIONS	110-10- 65401	00	Costs for publishing ads in newspapers, magazines, and other publications.
PRINTING	110-10- 65501	00	Costs for professional printing and design services for business cards, letterhead, etc.
TRAVEL- STAFF MEETINGS/ERRANDS	110-10- 65801	00	Reimbursement costs for staff travel to attend local meetings or run local errands.
BANK FEES	110-10- 65901	00	Allocated: Costs for banking services.
MERCHANT FEES	110-10- 65902	00	Allocated: Costs for credit card payment services.
OFFICE SUPPLIES	110-10- 66101	00	General office supplies such as pens, paper, staples, markers, etc.
OPERATING MATERIAL	110-10- 66102	00	Supplies specific to department functions.
BLDG SUPP-CITY HALL	110-10- 66103	00	Allocated: Supplies for City Hall including cleaning products, toilet paper, coffee, etc.
GAS/HEAT- CH	110-10- 66211	00	Allocated: Gas heat for City Hall.
ELECTRICITY	110-10- 66221	00	Allocated: Electricity for City Hall.
FUEL	110-10- 66261	01	Allocated: Costs for fuel for the Ford Taurus.
MEETING ATTENDANCE-FD	110-10- 66301	00	Costs for meals and travel to attend meetings by the Finance Director.
CONF-MEALS/LODGING	110-10- 66302	00	Costs for meals and lodging to attend conferences.
DUES/SUB/MEMBERSHIP	110-10- 66501	00	Costs for dues and memberships to professional organizations.
TRAINING & CONF.	110-10- 66502	00	Registration costs for conferences and trainings.
LIEN/TITLE SEARCH EXP	110-10- 66910	00	Costs for Net Assets services related to title and lien searches.
BLDG EQUIPMENT- CITY HALL	110-10- 67402	00	Allocated: Costs for City Hall building equipment.
OFFICE EQUIPMENT	110-10- 67405	00	Allocated and Direct- Costs for new office equipment.

**CITY OF FAIRVIEW
Adopted Budget
Fiscal Year 2011-12**

2008-09 Actual	2009-10 Actual	2010-11 Budget	GENERAL FUND FINANCE (110-10)	4/11/2011 Proposed Budget	4/18/2011 Approved Budget	6/1/2011 Adopted Budget	
			500 OFFICE EQUIP REP/MAINT	64303 00	500	500	500
			5,764 EQUIP RENT	64421 00	6,300	6,300	6,300
			<u>Expense Reimb. To Other Funds</u>				
			30,000 ER CONTRIBUTION	64916 02	20,000	20,000	20,000
			- FM CONTRIBUTION	64917 02	-	-	-
			<u>Insurance- Other than payroll related</u>				
			4,400 GENERAL LIAB/PROP INSURANCE	65201 00	4,702	4,702	4,702
			<u>Other Purchased Services</u>				
			4,500 POSTAGE	65302 00	4,500	4,500	4,500
			2,000 TELEPHONE-CH	65303 00	2,300	2,300	2,300
			973 PUBLICATIONS	65401 00	975	975	975
			2,400 PRINTING	65501 00	2,400	2,400	2,400
			400 TRAVEL-STAFF	65801 00	400	400	400
			2,484 BANK FEES	65901 00	6,900	6,900	6,900
			430 MERCHANT FEES	65902 00	430	430	430
			- CREDIT CARD FEES	65903 00	195	195	195
			<u>Supplies</u>				
			3,615 OFFICE SUPPLIES	66101 00	3,500	3,500	3,500
			4,000 OPERATING MATERIALS	66102 00	4,000	4,000	4,000
			900 BLDG SUPP-CH	66103 00	1,100	1,100	1,100
			150 GAS/HEAT-CH	66211 00	95	95	95
			5,000 ELECTRICITY-CH	66221 00	5,200	5,200	5,200
			50 FUEL	66261 01	75	75	75
			<u>Operating Expenses- Other</u>				
			100 MEETING ATTENDANCE-FD	66301 00	100	100	100
			338 CONF-MEALS/LODGING	66302 00	500	500	500
			327 DUES/SUB/MEMBERSHIP	66501 00	1,200	1,200	1,200
			600 TRAINING & CONF.	66502 00	1,000	1,000	1,000
			<u>Finance Expenses- Other</u>				
			1,950 LIEN/TITLE SEARCH EXP	66910 00	2,200	2,200	2,200
			<u>Building and Equipment Expenses- Not capitalized</u>				
			- EQUIPMENT	67401 00	-	-	-
			375 BLDG EQUIPMENT-CH	67402 00	375	375	375
			10,000 OFFICE EQUIPMENT	67405 00	10,000	10,000	10,000
			TOTAL GF- FINANCE OPERATING EXPENSE				
\$ -	\$ -	112,440			111,820	111,820	111,820
\$ -	\$ -	382,338	TOTAL FINANCE EXPENSES		396,396	396,396	396,396

GENERAL FUND
Fund 110/Dept. 13 COURT

(2011-12 Budget)

DESCRIPTION OF PURPOSE/FUNCTION OF THE DEPARTMENT

The Fairview Municipal Court is the judicial branch of the City government. Its mission is to provide a fair and impartial local forum for the resolution of minor traffic violations, parking citations, and violations of City ordinances. Court staff responds to questions about the Court schedule, bail amounts, and other administrative matters but cannot give legal advice. Staff administers the court proceedings and docketing, coordinates court matters with the defendants, the judge, finance, code compliance, police department, and other criminal justice and state agencies.

DESCRIPTION OF DEPARTMENT, INCLUDING NUMBER OF PERSONNEL

The Fairview Municipal Court is administered by the Finance Director and has one staff member (Court Clerk).

ACCOMPLISHMENTS- FISCAL YEAR 2010-11

1. Converted from former computer court management system to Tyler Technologies Court Module.

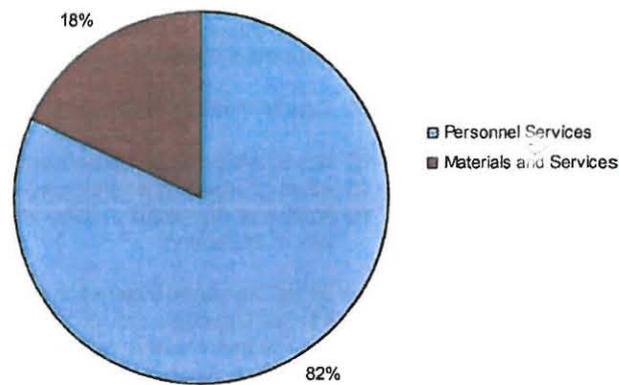
FOCUS/GOALS FOR FISCAL YEAR 2011-12

1. Maximize Incode Court module from Tyler Technologies utilizing its tools and processes.
2. Revise and enhance court processes to reduce collections.
3. Explore viability of paying court fees via website.
4. Develop Court focused web page.
5. Work in collaboration with Police Department to broaden responsibilities of Court to include "Fix-It" tickets as well as other suggestions to improve collections and gain greater compliance.

FUNDING SOURCES

The funding sources for the Court Department is the General Fund. A small fraction of the cost for the Court Clerk is paid by the other operating funds (Street, Water, Sewer, and Storm Water) due to the fact that a portion of the Court Clerk's time is utilized in support of those funds.

Where the Money Goes:



Total Expenditures: \$ 54,573

MAJOR DIFFERENCES BETWEEN FISCAL YEAR 2009-10 AND FISCAL YEAR 2011-12:

No significant financial changes are anticipated between these two years.

STATUS (Department Budget)

The Court Department realizes that as financial transactions continue to increase and the City becomes more complex, it must continue to work smarter and use technology to leverage the current staff. In all cases, the Finance Director will be fiscally responsible and spend no more than is needed to administer effective departmental operations as approved by the City Administrator and City Council.

GF- Court (110-13)

STAFF- COURT CLERK	110-13- 61109	00	Salary based on salary wages and the labor agreement with the Teamsters' Union.
OVERTIME HOURS	110-13- 61301	00	Cost for hours worked over 40 hours per work week.
CELL PHONE ALLOWANCE-EMPLOYEES	110-13- 62002	00	Not budgeted for this department.
EMP ASSIST PROGRAM/ FSA FEES	110-13- 62003	00	Costs to provide the Employee Assist Program and FSA Program.
LONGEVITY	110-13- 62004	00	Additional pay based on years of service (for employees hired prior to July 1, 2008 only).
DENTAL INSURANCE	110-13- 62101	00	Dental Insurance provided to employees.
MEDICAL INSURANCE	110-13- 62102	00	Medical Insurance provided to employees.
LIFE INSURANCE	110-13- 62103	00	Life Insurance cost share with employees.
LONG TERM Disability INS	110-13- 62104	00	Long Term Disability Insurance provided to employees.
WORKERS COMP INSURANCE	110-13- 62105	00	Workers' Compensation Insurance expense.
SOCIAL SECURITY (FICA)	110-13- 62201	00	Federal payroll taxes.
TRI-MET TAX	110-13- 62202	00	Tri Met payroll taxes.
WBF ASSESSMENT	110-13- 62203	00	Workers' Benefit Fund payroll expense.
PERS/OPSRP	110-13- 62301	00	Retirement for employees.
UNEMP. INSURANCE	110-13- 62501	00	Unemployment payroll tax.
VACATION BUY-OUT	110-13- 62901	00	Accrued vacation paid out to employees one time per year (40 hours max) or upon employment separation.
SAFETY AWARD PROGRAM	110-13- 62952	00	Not budgeted this fiscal year.
CONTRACT SERVICES	110-13- 63001	00	Costs for professional services related to court, not elsewhere classified. Ie. Language Interpreters
CONTRACT SERVICES-ATTORNEY	110-13- 63001	02	Costs for attorney fees related to the Fairview Municipal Court.
HR ADMINISTRATION	110-13- 63101	00	Allocated and direct- Helen Trowle and other expenses that benefit all departments. Costs directly related to fund or department are considered direct and not allocated.
LEGAL	110-13- 63302	00	Allocated: City legal services-Beery, Elsner, and Hammond, LLC.
IT SERVICES	110-13- 63401	00	Allocated: Mozy Pro, Windows, Smoke and Mirrors Computers, etc.
PROPERTY ALARM SERVICES	110-13- 63305	00	Allocated: Costs for property alarm services to Nighthawk.
WEBSITE MANAGEMENT	110-13- 63402	00	Allocated: Monthly expense to maintain re-designed website.
REFUSE/SHREDDING	110-13- 64211	00	Not budgeted this fiscal year.
BLDG CLEANING SRVCS	110-13- 64231	00	Not budgeted this fiscal year.
OFFICE EQUIP REP/MAINT.	110-13- 64303	00	Not budgeted this fiscal year.
EQUIP RENT	110-13- 64421	00	Not budgeted this fiscal year.
GENERAL LIAB/PROP INSURANCE	110-13- 65201	00	Allocated: Property, General Liability, and Auto Insurance.

**CITY OF FAIRVIEW
Adopted Budget
Fiscal Year 2011-12**

2008-09 Actual	2009-10 Actual	2010-11 Budget	GENERAL FUND MUNICIPAL COURT (110-13)	4/11/2011 Proposed Budget	4/18/2011 Approved Budget	6/1/2011 Adopted Budget
			<u>Personnel- Salaries and Wages</u>			
		26,482	STAFF- COURT CLERK 61109 00	27,173	27,173	27,173
		300	OVERTIME HOURS 61301 00	150	150	150
			<u>Personnel- Benefits</u>			
			CELL PHONE ALLOWANCE-			
		-	EMPLOYEES 62002 00	-	-	-
		23	EMP ASSIST PROGRAM 62003 00	28	28	28
		720	LONGEVITY 62004 00	720	720	720
		730	DENTAL INSURANCE 62101 00	357	357	357
		7,473	MEDICAL INSURANCE 62102 00	8,909	8,909	8,909
		112	LIFE INSURANCE 62103 00	40	40	40
		112	LONG TERM DISABILITY INS 62104 00	122	122	122
		1,360	WORKERS COMP INSURANCE 62105 00	1,320	1,320	1,320
		2,069	SOCIAL SECURITY (FICA) 62201 00	2,146	2,146	2,146
		184	TRI-MET TAX 62202 00	192	192	192
		35	WBF ASSESSMENT 62203 00	35	35	35
		3,572	PERS/OPSRP 62301 00	5,880	5,880	5,880
		189	UNEMP. INSURANCE 62501 00	200	200	200
		265	VACATION BUY-OUT 62901 00	279	279	279
\$	-	\$	43,626	47,551	47,551	47,551
			TOTAL PERSONNEL EXPENSE			

**Other Personnel Expenses-
Not payroll related**

-	EMPLOYEE RECOGNITION	62951 00	50	50	50
-	SAFETY AWARD PROGRAM	62952 00	-	-	-

**Purchased Professional and IT
Services**

1,600	CONTRACT SERVICES	63001 00	1,600	1,600	1,600
5,000	CONTRACT SERVICES-JUDGE	63001 01	5,000	5,000	5,000
550	CONTRACT SERVICES-ATTORNEY	63001 02	550	550	550
189	HR ADMINISTRATION	63101 00	100	100	100
314	LEGAL	63302 00	315	315	315
584	IT SERVICES	63401 00	585	585	585
32	WEBSITE MANAGEMENT	63402 00	35	35	35

Purchased Property Services

-	REFUSE/SHREDDING	64211 00	-	-	-
-	BLDG CLEANING SRVCS	64231 00	-	-	-
-	BLDG REP/MAINT	64302 00	-	-	-
-	OFFICE EQUIP REP/MAINT	64303 00	-	-	-
-	EQUIP RENT	64421 00	-	-	-

**Insurance- Other than payroll
related**

468	GENERAL LIAB/PROP INSURANCE	65201 00	500	500	500
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GF- Court (110-13)

POSTAGE	110-13- 65302	00	Allocated and direct. Costs for postage to mail general envelopes etc.
TELEPHONE	110-13- 65303	00	Not budgeted this fiscal year.
PUBLICATIONS	110-13- 65401	00	Costs for publishing ads in newspapers, magazines, and other publications.
PRINTING	110-13- 65501	00	Costs for professional printing and design services for business cards, letterhead, etc.
TRAVEL- STAFF MEETINGS/ERRANDS	110-13- 65801	00	Not budgeted this fiscal year.
BANK FEES	110-13- 65901	00	Allocated: Costs for banking services.
MERCHANT FEES	110-13- 65902	00	Allocated: Costs for credit card payment services.
OFFICE SUPPLIES	110-13- 66101	00	Not budgeted this fiscal year.
OPERATING MATERIAL	110-13- 66102	00	Supplies specific to department functions.
BLDG SUPP-CITY HALL	110-13- 66103	00	Not budgeted this fiscal year.
GAS/HEAT	110-13- 66211	00	Not budgeted this fiscal year.
ELECTRICITY	110-13- 66221	00	Not budgeted this fiscal year.
CONF-MEALS/LODGING	110-13- 66302	00	Costs of meals and lodging for Court Clerk to attend annual Court Clerk Conference.
DUES/SUB/MEMBERSHIP	110-13- 66501	00	Costs for memberships to professional organizations related to the Court.
TRAINING & CONF.	110-13- 66502	00	Registration costs for attendance at conference and training for Court Clerk.
BLDG EQUIPMENT- CITY HALL	110-13- 67402	00	Not budgeted this fiscal year.
OFFICE EQUIPMENT	110-13- 67405	00	Not budgeted this fiscal year.

CITY OF FAIRVIEW
 Adopted Budget
 Fiscal Year 2011-12

2008-09 Actual	2009-10 Actual	2010-11 Budget	GENERAL FUND MUNICIPAL COURT (110-13)	4/11/2011 Proposed Budget	4/18/2011 Approved Budget	6/1/2011 Adopted Budget
			<u>Other Purchased Services</u>			
			200 POSTAGE	200	200	200
			- TELEPHONE-CH	-	-	-
			50 PUBLICATIONS	50	50	50
			110 PRINTING	100	100	100
			- TRAVEL	-	-	-
			276 BANK FEES	275	275	275
			48 MERCHANT FEES	45	45	45
			<u>Supplies</u>			
			- OFFICE SUPPLIES	-	-	-
			200 OPERATING MATERIALS	200	200	200
			- BLDG SUPP-CH	-	-	-
			- GAS/HEAT-CH	-	-	-
			- ELECTRICITY-CH	-	-	-
			<u>Operating Expenses- Other</u>			
			372 CONF-MEALS/LODGING	570	570	570
			75 DUES/SUB/MEMBERSHIP	50	50	50
			250 TRAINING & CONF.	250	250	250
			<u>Building and Equipment</u>			
			- BLDG EQUIPMENT-CH	-	-	-
			- OFFICE EQUIPMENT	-	-	-
			TOTAL GF- COURT OPERATING			
\$ -	\$ -	10,318	EXPENSE	10,475	10,475	10,475
\$ -	\$ -	53,944	TOTAL COURT EXPENSES	58,026	58,026	58,026

GENERAL FUND

(2011-12 Budget)

Fund 110/Dept. 15 Public Works Community Services**DESCRIPTION OF PURPOSE/ FUNCTION OF THE DEPARTMENT**

We are currently in the process of merging Community Development with Public Works (PW). The duties of the former Community Development Department have been absorbed under the Public Works umbrella of responsibility. Services once provided under by the Community Development Department are now provided under the title of Public Works- Community Services. The PW Community Services provides staff to the Planning Commission, Parks and Recreation Advisory Committee, East Multnomah County Transportation Committee, and Columbia Cascade River District Steering Committee. The Department administers the following programs and activities:

1. Support Planning Commission activities; city planning initiatives; Metro compliance; improvements to applicable city codes.
2. We coordinate land use and construction permitting; business support; pre-application and pre-construction services.
3. Provide information to citizens, businesses, and outside agencies concerning development and building codes and general planning matters.
4. Administer the City's Flood Hazard Program providing information and support to business and residential development along Fairview's urban waterways.
5. Plan and execute special events sponsored by the City.
6. The department tracks and administers parks and meeting space reservations.
7. The Department administers business license applications and annual renewals.
8. The Code Compliance program addresses litter, dumping, graffiti, yard debris, and other nuisance violations. The program currently contracts with the City of Gresham for part time code compliance assistance. Activities include case preparation for appearance in municipal court.
9. The Department provides Economic Development outreach and development including managing for Fairview's enterprise zone. Activities include marketing and promotion of the zone; business support; application administration and reporting. The Department also supports local business recruitments and responds to state leads.
10. The Department administers the City's required recycling program with support from Portland State University.
11. The Department provides staff and other resources to the Parks Committee.

DESCRIPTION OF DEPARTMENT, INCLUDING NUMBER OF PERSONNEL

The Public Works Director manages 9 funds and 2 departments within General Fund. There are fourteen full time equivalent employees in Public Works. Several Public Works employees split their time among several areas of responsibility which fall across the nine (9) fund and two (2) departments. The PW Director allocates (per the budget) approximately 5% of his time to PW Community Services and four (4) staff members allocate the equivalent of 2.4 FTE to PW Community Services.

ACCOMPLISHMENTS – FISCAL YEAR 2010-11

1. Handled over approximately one hundred code complaints.
2. Continued a business friendly overhaul of the City's sign code.
3. Continued the comprehensive review of the City's natural resource regulations.

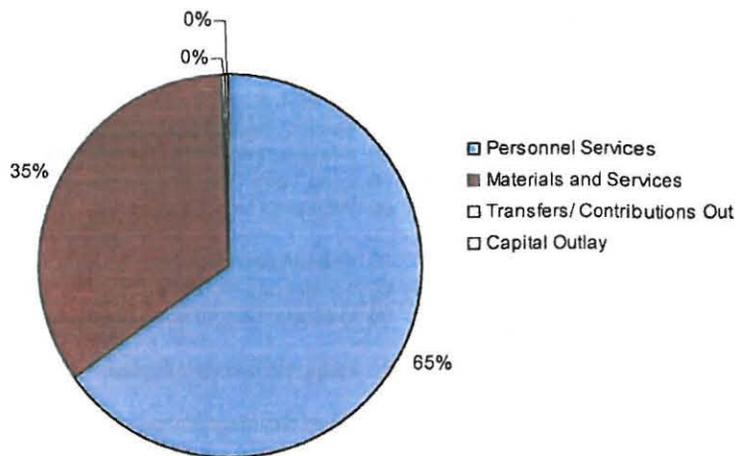
FOCUS/GOALS FOR FISCAL YEAR 2011-12

1. Continue departmental process improvements and public information improvements.
2. Maintain high levels of service among the diversified departmental activities.
3. Complete the code improvement process for natural resource protection and regulation.
4. Closely track actual costs of coordinating and executing special events.

FUNDING SOURCES

The funding sources for the Public Works Community Services are primarily General Fund non-dedicated revenues.

Where The Money Goes:



Total Expenditures: \$313,082

MAJOR DIFFERENCES BETWEEN FISCAL YEAR 2009-10 AND FISCAL YEAR 2011-12:

Significant changes include: 1) elimination of the Community Development Director position, 2) consolidation of Community Development Department into Public Works department, 3) elimination of code enforcement contract with City of Gresham, and 4) transfer of City budgeting for Chili event to Fairview Community Arts Council.

STATUS (Department Budget)

As a General Fund Department, Public Works Community Services relies on non-dedicated revenues. In all cases, the Public Works Director will be fiscally responsible and spend no more than is needed to administer effective departmental operations as approved by the City Council and City Administrator.

GF- PW Community Services (110-15)

CD DIRECTOR	110-15- 61104	00	Not funded this fiscal year.
PW DIRECTOR	110-15 61106	00	Salary based on salary wage schedule.
STAFF	110-15- 61109	00	Salary based on salary wages and the labor agreement with the Teamsters' Union.
TEMPORARY HELP	110-15- 61201	00	Cost for temporary help services.
OVERTIME HOURS	110-15- 61301	00	Cost for hours worked over 40 hours per work week.
CELL PHONE ALLOWANCE-EMPLOYEES	110-15- 62002	00	Director and Code Enforcement cell phone allowances.
EMP ASSIST PROGRAM/ FSA FEES	110-15- 62003	00	Costs to provide the Employee Assist Program and FSA Program.
LONGEVITY	110-15- 62004	00	Additional pay based on years of service (for employees hired prior to July 1, 2008 only).
DENTAL INSURANCE	110-15- 62101	00	Dental Insurance provided to employees.
MEDICAL INSURANCE	110-15- 62102	00	Medical Insurance provided to employees.
LIFE INSURANCE	110-15- 62103	00	Life Insurance cost share with employees.
LONG TERM DISABILITY INS	110-15- 62104	00	Long Term Disability Insurance provided to employees.
WORKERS COMP INSURANCE	110-15- 62105	00	Workers' Compensation Insurance expense.
SOCIAL SECURITY (FICA)	110-15- 62201	00	Federal payroll taxes.
TRI-MET TAX	110-15- 62202	00	Tri-Met payroll taxes.
WBF ASSESSMENT	110-15- 62203	00	Workers' Benefit Fund payroll expense.
PERS/OPSRP	110-15- 62301	00	Retirement for employees.
UNEMP. INSURANCE	110-15- 62501	00	Unemployment payroll tax.
VACATION BUY-OUT	110-15- 62901	00	Accrued vacation paid out to employees one time per year (40 hours max) or upon employment separation.
EMPLOYEE RECOGNITION	110-15- 62951	00	
SAFETY AWARD PROGRAM	110-15- 62952	00	Not budgeted this fiscal year.
CONTRACT SERVICES	110-15- 63001	00	Professional contract services related to Community Development.
HR ADMINISTRATION	110-15- 63101	00	Allocated: Helen Trowle and other expenses that benefit all departments and funds. Some expenses directly related are not allocated.
AUDIT AND ACCOUNTING	110-15- 63301	00	Allocated: Costs of annual audit and technical support- Dickey and Tremper, LLC
LEGAL	7 63302	00	Allocated and Direct: City legal services-Beery, Elsner, and Hammond, LLC.
IT SERVICES	110-15- 63401	00	Allocated: Mozy Pro, Windows, Smoke and Mirrors Computers, etc.
WEBSITE MANAGEMENT	110-15- 63402	00	Allocated: Monthly expense to maintain re-designed website.
REFUSE/SHREDDING	110-15- 64211	00	Allocated: Costs for shredding confidential documents per Red Flag Rules, Cintas.
BLDG CLEANING SRVCS	110-15- 64231	00	Allocated: Contracted monthly costs for twice weekly janitorial services, Friendly Cleaners.
VEHICLE MAINT/REP	110-15- 64301	00	Costs associated with maintaining Jeep, includes oil changes, tires, etc.

CITY OF FAIRVIEW
Adopted Budget
Fiscal Year 2011-12

2008-09 Actual	2009-10 Actual	2010-11 Budget	GENERAL FUND PUBLIC WORKS COMMUNITY SERVICES (110-15)	4/11/2011 Proposed Budget	4/18/2011 Approved Budget	6/1/2011 Adopted Budget		
<u>Personnel- Salaries and Wages</u>								
		49,777	CD DIRECTOR	61104 0	-	-		
			PW DIRECTOR	61106 00	4,644	4,644		
		112,659	STAFF	61109 00	122,898	122,898		
		20,000	TEMPORARY HELP	61201 00	-	-		
		1,920	OVERTIME HOURS	61301 00	2,000	2,000		
<u>Personnel- Benefits</u>								
CELL PHONE ALLOWANCE-								
		945	EMPLOYEES	62002 00	945	945		
		185	EMP ASSIST PROGRAM	62003 00	83	83		
			- LONGEVITY	62004 00	-	-		
		3,006	DENTAL INSURANCE	62101 00	1,219	1,219		
		27,194	MEDICAL INSURANCE	62102 00	30,439	30,439		
		464	LIFE INSURANCE	62103 00	174	174		
		464	LONG TERM DISABILITY INS	62104 00	541	541		
		5,100	WORKERS COMP INSURANCE	62105 00	3,957	3,957		
		12,328	SOCIAL SECURITY (FICA)	62201 00	9,671	9,671		
		1,153	TRI-MET TAX	62202 00	890	890		
		143	WBF ASSESSMENT	62203 00	119	119		
		17,638	PERS/OPSRP	62301 00	23,599	23,599		
		1,098	UNEMP. INSURANCE	62501 00	928	928		
		1,611	VACATION BUY-OUT	62901 00	1,286	1,286		
\$	-	\$	-	255,685	TOTAL PERSONNEL EXPENSE	203,393	203,393	203,393
<u>Other Personnel Expenses-</u>								
<u>Not payroll related</u>								
			- EMPLOYEE RECOGNITION	62951 00	150	150		
			- SAFETY AWARD PROGRAM	62952 00	-	-		
<u>Purchased Professional and IT Services</u>								
		25,000	CONTRACT SERVICES	63001 00	25,000	25,000		
		1,260	HR ADMINISTRATION	63101 00	250	250		
		2,424	AUDIT & ACCOUNTING	63301 00	3,600	3,600		
		18,055	LEGAL	63302 00	18,100	18,100		
		60	PROPERTY ALARM SERVICES	63305 00	100	100		
		4,874	IT SERVICES	63401 00	4,725	4,725		
		216	WEBSITE MANAGEMENT	63402 00	180	180		
<u>Purchased Property Services</u>								
		168	REFUSE/SHREDDING	64211 00	170	170		
		1,344	BLDG CLEANING SRVCS	64231 00	2,400	2,400		
		750	VEHICLE REP/MAINT	64301 00	100	100		

GF- PW Community Services (110-15)

BLDG REP/MAINT	110-15- 64302	00	Allocated: Costs for repairing and maintaining existing City Hall building and existing City Hall building equipment (such as elevator, HVAC System, sinks, etc.). Includes yearly maintenance agreements.
OFFICE EQUIP REP/MAINT.	110-15- 64303	00	Allocated: Costs for the repair and maintenance of office equipment located in the Comm. Development Department. Includes copiers, faxes, typewriters, printers, etc. Includes yearly maintenance agreements, DOES NOT include monthly fees.
EQUIP RENT	110-15- 64421	00	Allocated: Costs for rental of copier and postage machine and any other office equipment rental.
ECON DEVELOPMENT-CONSORTIUM	110-15- 64651	00	Not funded.
ECON DEVELOPMENT-CITY	110-15- 64652	00	Costs incurred by the City to further its Economic Development.
USS RANGER EXPENSES-ECON DEV.	110-15 64652	01	Costs incurred by the City to further the USS Ranger in Fairview project.
ECON DEVELOPMENT-MEMBERSHIPS	110-15- 64653	00	Costs for the City to participate with various Economic Development organizations- ie. Regional Partners.
ECONOMIC DEVELOPMENT - EMEA	110-15- 64654	00	Contribution to East Metro Economic Alliance to establish full time executive position.
ER CONTRIBUTION	110-15- 64916	03	Transfer of funds to Equipment Replacement Fund for future capital outlay purchases.
FM CONTRIBUTION	110-15- 64917	03	Not budgeted this fiscal year.
SPECIAL EVENT CS- CHILI FEST	110-15- 65001	01	Costs paid by the City for the Chile on the Green event.
SPECIAL EVENT CS -TREE LIGHTING	110-15- 65001	02	Costs paid by the City for the Tree Lighting event.
SPECIAL EVENT CS -VETERANS	110-15- 65001	03	Costs paid by the City for the Veterans Day event.
SPECIAL EVENT CS -EASTER	110-15- 65001	04	Costs paid by the City for the Easter Egg Hunt event.
SPECIAL EVENT CS -BIG TRUCK	110-15- 65001	05	Costs paid by the City for the Big Truck Day event.
SPECIAL EVENT CS - OTHER	110-15- 65001	06	Costs paid by the City for other Special Events.
SPECIAL EVENT DS - CHILI FEST	110-15- 65002	01	Costs funded directly by donations and gifts for the Chili on the Green
SPECIAL EVENT DS -TREE LIGHTING	110-15- 65002	02	Costs funded directly by donations and gifts.
SPECIAL EVENT DS -VETERANS	110-15- 65002	03	Costs funded directly by donations and gifts.
SPECIAL EVENT DS -EASTER	110-15- 65002	04	Costs funded directly by donations and gifts.
SPECIAL EVENT DS -BIG TRUCK	110-15- 65002	05	Costs funded directly by donations and gifts.
SPECIAL EVENT DS - OTHER	110-15- 65002	06	Costs funded directly by donations and gifts.
GENERAL LIAB/PROP INSURANCE	110-15- 65201	00	Allocated: Property, General Liability, and Auto Insurance.
POSTAGE	110-15- 65302	00	Allocated and direct. Costs for postage to mail general envelopes etc.
TELEPHONE	110-15- 65303	00	Allocated: Telephone, voice mail, and fax services for City Hall.
PUBLICATIONS	110-15- 65401	00	Costs for publishing ads in newspapers, magazines, and other publications.
PRINTING	110-15- 65501	00	Costs for professional printing and design services for business cards, letterhead, etc.
TRAVEL	110-15- 65801	00	Reimbursement costs for staff travel to attend local meetings or run local errands.
BANK FEES	110-15- 65901	00	Allocated: Costs for banking services.
MERCHANT FEES	110-15- 65902	00	Allocated: Costs for credit card payment services.
OFFICE SUPPLIES	110-15- 66101	00	General office supplies such as pens, paper, staples, markers, etc.
OPERATING MATERIAL	110-15- 66102	00	Supplies specific to department functions.
BLDG SUPP-CITY HALL	110-15- 66103	00	Allocated: Supplies for City Hall including cleaning products, toilet paper, coffee, etc.
GAS/HEAT	110-15- 66211	00	Allocated: Gas heat for City Hall.

**CITY OF FAIRVIEW
Adopted Budget
Fiscal Year 2011-12**

2008-09 Actual	2009-10 Actual	2010-11 Budget	GENERAL FUND PUBLIC WORKS COMMUNITY SERVICES (110-15)	4/11/2011 Proposed Budget	4/18/2011 Approved Budget	6/1/2011 Adopted Budget	
		1,800	BLDG REP/MAINT	64302 00	2,000	2,000	2,000
		-	- OFFICE EQUIP REP/MAINT	64303 00	-	-	-
		4,664	EQUIP RENT	64421 00	4,700	4,700	4,700
<u>Economic Development Expenses</u>							
		12,000	ECON DEVELOPMENT-CONSORTIUM	64651 00	-	-	-
		2,000	ECON DEVELOPMENT-CITY	64652 00	3,225	3,225	3,225
		1,500	USS RANGER EXPENSES	64652 01	2,000	2,000	2,000
		2,000	ECON DEVELOPMENT- MEMBERSHIPS	64653 00	2,000	2,000	2,000
		5,000	ECONOMIC DEVELOPMENT - EMEA	64654 00	4,500	4,500	4,500
<u>Expense Reimb. To Other Funds</u>							
		-	- ER CONTRIBUTION	64916 03	600	600	600
		-	- FM CONTRIBUTION	64917 03	-	-	-
<u>Special Events</u>							
		15,000	SPECIAL EVENT CS- CHILI FEST	65001 01	5,000	5,000	5,000
		6,000	SPECIAL EVENT CS -TREE LIGHTING	65001 02	4,000	4,000	4,000
		900	SPECIAL EVENT CS -VETERANS	65001 03	500	500	500
		200	SPECIAL EVENT CS - EASTER	65001 04	200	200	200
		500	SPECIAL EVENT CS -BIG TRUCK	65001 05	500	500	500
		3,300	SPECIAL EVENT CS - OTHER	65001 06	3,300	3,300	3,300
		11,020	SPECIAL EVENT DS - CHILI FEST	65002 01	-	-	-
		-	- SPECIAL EVENT DS -TREE LIGHTING	65002 02	-	-	-
		-	- SPECIAL EVENT DS -VETERANS	65002 03	-	-	-
		-	- SPECIAL EVENT DS - EASTER	65002 04	-	-	-
		-	- SPECIAL EVENT DS -BIG TRUCK	65002 05	-	-	-
		-	- SPECIAL EVENT DS - OTHER	65002 06	-	-	-
<u>Insurance- Other than payroll related</u>							
		3,120	GENERAL LIAB/PROP INSURANCE	65201 00	1,234	1,234	1,234
<u>Other Purchased Services</u>							
		1,000	POSTAGE	65302 00	750	750	750
		1,500	TELEPHONE-CH	65303 00	1,500	1,500	1,500
		3,141	PUBLICATIONS	65401 00	2,000	2,000	2,000
		425	PRINTING	65501 00	425	425	425
		100	TRAVEL	65801 00	100	100	100
		360	BANK FEES	65901 00	900	900	900
		850	MERCHANT FEES	65902 00	120	120	120
		25	CREDIT CARD FEES	65903 00	35	35	35
<u>Supplies</u>							
		2,750	OFFICE SUPPLIES	66101 00	1,500	1,500	1,500
		1,000	OPERATING MATERIALS	66102 00	1,000	1,000	1,000
		400	BLDG SUPP-CH	66103 00	620	620	620
		100	GAS/HEAT-CH	66211 00	135	135	135

GF- PW Community Services (110-15)

ELECTRICITY	110-15- 66221	00	Allocated: Electricity for City Hall.
FUEL	110-15- 66261	01	Costs for fuel for the Jeep.
MEETING ATTENDANCE-CD	110-15- 66301	00	Costs for meals and travel to attend meetings by the Community Development Director.
CONF-MEALS/LODGING	110-15- 66302	00	Costs for meals and lodging to attend conferences.
DUES/SUB/MEMBERSHIP	110-15- 66501	00	Costs for dues and memberships to professional organizations.
TRAINING & CONF.	110-15- 66502	00	Registration costs for conferences and trainings.
ABATEMENT EXP	110-15- 66906	01	Code violation abatement expenses.
SOLV AND OTHER VOLUNTEER EVENTS	110-15- 66906	02	Costs for SOLV and other Community Development events (not special events).
RECYCLING PROGRAM ADMINISTRATION	110-15- 66906	03	Costs for Metro recycling program.
BLDG EQUIPMENT- CITY HALL	110-15- 67402	00	Allocated: Costs for City Hall building equipment.
OFFICE EQUIPMENT	110-15- 67405	00	Allocated and Direct- Costs for new office equipment.

CITY OF FAIRVIEW
 Adopted Budget
 Fiscal Year 2011-12

2008-09 Actual	2009-10 Actual	2010-11 Budget	GENERAL FUND PUBLIC WORKS COMMUNITY SERVICES (110-15)	4/11/2011 Proposed Budget	4/18/2011 Approved Budget	6/1/2011 Adopted Budget	
		3,100	ELECTRICITY-CH	66221 00	3,300	3,300	3,300
		500	FUEL	66261 01	515	515	515
			<u>Operating Expenses- Other</u>				
		250	MEETING ATTENDANCE-PWD	66301 00	25	25	25
		400	CONF-MEALS/LODGING	66302 00	400	400	400
		1,700	DUES/SUB/MEMBERSHIP	66501 00	580	580	580
		750	TRAINING & CONF.	66502 00	1,000	1,000	1,000
			<u>Community Development Expenses- Other</u>				
		1,000	ABATEMENT EXP SOLV AND OTHER VOLUNTEER	66906 01	1,000	1,000	1,000
		500	EVENTS RECYCLING PROGRAM	66906 02	500	500	500
		4,000	ADMINISTRATION	66906 03	4,000	4,000	4,000
			<u>Expenses</u>				
		250	BLDG EQUIPMENT-CH	67402 00	250	250	250
		500	OFFICE EQUIPMENT	67405 00	500	500	500
		147,756	TOTAL GF- PW-CS OPERATING EXPENSE		109,689	109,689	109,689
		403,441	TOTAL PW-CS EXPENSES		313,082	313,082	313,082

GENERAL FUND

(2011-12 Budget)

Fund 110/Dept. 17 PUBLIC WORKS PARKS AND RECREATION

DESCRIPTION OF PURPOSE/ FUNCTION OF THE DEPARTMENT

Combines parks planning activities and park maintenance and is managed by the Public Works Director.

The Public Works Park and Recreation department provides the day to day planning, design, construction and maintenance of the city's parks, trails and facilities. These duties include a variety of skilled and semi-skilled tasks such as mowing, pruning, fertilizing, irrigation, maintenance, plantings, weekly garbage pickup, and restroom maintenance.

DESCRIPTION OF DEPARTMENT, INCLUDING NUMBER OF PERSONNEL

The Public Works Director manages 9 funds and 2 departments within General Fund. There are fourteen full time equivalent employees in Public Works. Several Public Works employees split their time among several areas of responsibility which fall across the nine (9) funds and two (2) departments. The PW Director allocates (per the budget) approximately 5% of his time to PW Parks and Recreation and six (6) staff members allocate the equivalent of 2.65 FTE to PW Parks and Recreation.

ACCOMPLISHMENTS - FISCAL YEAR 2010-11

1. Continued to maintain city parks, trail systems and recreation areas at a very high standard.

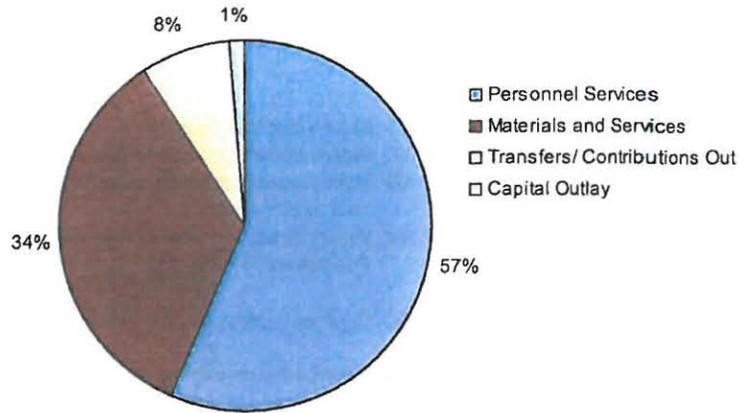
FOCUS/GOALS FOR FISCAL YEAR 2011-12

1. Create a master plan and improvement plan for all City parks.
2. Determine the appropriate disposition of Fairview Village pocket parks.
3. Ensure current operating costs and long term facility costs of the Community Center are covered by revenues.
4. Track parks costs more closely and increase management information for the purpose of policy making with regards to improvement and maintenance.
5. Maintain the current level of service as responsibilities increase with new development and improvements in the parks system.

FUNDING SOURCES

The funding sources for the Public Works Parks and Recreation Department are primarily General Fund non-dedicated revenues and rental revenue.

Where The Money Goes:



Total Expenditures: \$351,208

MAJOR DIFFERENCES BETWEEN FISCAL YEAR 2010-11 AND FISCAL YEAR 2011-12

The absorbing of the Community Development Department into the Public Works Department will provide for more efficient delivery of services.

STATUS (Department Budget)

As a General Fund Department, the Public Works Parks and Recreation Department relies on non-dedicated revenues. In all cases, the Public Works Director will be fiscally responsible and spend no more than is needed to administer effective departmental operations as approved by the City Council and City Administrator.

GF-PW Parks and Recreation (110-17)

CD DIRECTOR	110-17- 61104	00	Not funded this fiscal year.
PW DIRECTOR	110-17- 61106	00	Salary based on salary wage schedule.
STAFF-PW	110-17- 61109	00	Salary based on salary wage schedule and the labor agreement with the Teamsters' Union.
STAFF-CD	110-17- 61109	04	Salary based on salary wage schedule and the labor agreement with the Teamsters' Union.
TEMPORARY HELP-PW	110-17- 61201	00	Cost for temporary help services.
OVERTIME HOURS	110-17- 61301	00	Cost for hours worked over 40 hours per work week.
ON CALL PAY	110-17- 61302	00	Extra costs per non-working shift for on-call employees per Teamsters' Union.
CELL PHONE ALLOWANCE-EMPLOYEES	110-17- 62002	00	Cell phone allowances for Directors and authorized staff.
EMP ASSIST PROGRAM/ FSA FEES	110-17- 62003	00	Costs to provide the Employee Assist Program and FSA Program.
LONGEVITY	110-17- 62004	00	Additional pay based on years of service (for employees hired prior to July 1, 2008 only.)
DENTAL INSURANCE	110-17- 62101	00	Dental Insurance provided to employees.
MEDICAL INSURANCE	110-17- 62102	00	Medical Insurance provided to employees.
LIFE INSURANCE	110-17- 62103	00	Life Insurance cost share with employees.
LONG TERM DISABILITY INS	110-17- 62104	00	Long Term Disability Insurance provided to employees.
WORKERS COMP INSURANCE	110-17- 62105	00	Workers' Compensation Insurance expense.
SOCIAL SECURITY (FICA)	110-17- 62201	00	Federal payroll taxes.
TRI-MET TAX	110-17- 62202	00	Tri Met payroll taxes.
WBF ASSESSMENT	110-17- 62203	00	Workers' Compensation Insurance expense.
PERS/OPSRP	110-17- 62301	00	Retirement for employees.
UNEMP. INSURANCE	110-17- 62501	00	Unemployment payroll tax.
VACATION BUY-OUT	110-17- 62901	00	Accrued vacation paid out to employees one time per year (40 hours max) or upon employment separation.
EMPLOYEE RECOGNITION	110-17- 62951	00	
SAFETY AWARD PROGRAM	110-17- 62952	00	Not budgeted this fiscal year.
UNIFORMS-	110-17- 62953	00	Costs of uniforms for Public Works Parks employees. Includes work pants, shirts, jackets, safety boots, rain gear, gloves and safety apparel.
CONTRACT SERVICES	110-17- 63001	00	Professional contract services related to Parks and Recreation.
HR ADMINISTRATION	110-17- 63101	00	Allocated: Helen Trowie and other expenses that benefit all departments and funds. Some expenses directly related are not allocated.
LEGAL	110-17- 63302	00	Allocated and Direct: City legal services-Beery, Elsner, and Hammond, LLC.
PROPERTY ALARM SERVICE	110-17- 63305	00	Allocated: Costs for monthly alarm system monitoring.
IT SERVICES	110-17- 63401	00	Allocated: Mozy Pro, Windows, Smoke and Mirrors Computers, etc.
WEBSITE MANAGEMENT	110-17- 63402	00	Allocated: Monthly expense to maintain re-designed website.
COMMUNITY CENTER	110-17- 63621	00	Costs for utilities and other monthly expenses related to the Community Center.
HESLIN HOUSE	110-17- 63622	00	Costs for utilities and other monthly expenses related to the Heslin House.

CITY OF FAIRVIEW
Adopted Budget
Fiscal Year 2011-12

2008-09 Actual	2009-10 Actual	2010-11 Budget	GENERAL FUND PUBLIC WORKS PARKS AND RECREATION (110-17)	4/11/2011 Proposed Budget	4/18/2011 Approved Budget	6/1/2011 Adopted Budget
			<u>Personnel- Salaries and Wages</u>			
		27,151	CD DIRECTOR	61104 00	-	-
		7,387	PW DIRECTOR	61106 00	4,644	4,644
		79,424	STAFF	61109 00	107,333	107,333
		29,928	STAFF-CD	61109 04	-	-
		9,250	TEMPORARY HELP- PW	61201 00	9,250	9,250
		3,680	OVERTIME HOURS	61301 00	1,975	1,975
		-	ON CALL PAY	61302 00	813	813
			<u>Personnel- Benefits</u>			
			CELL PHONE ALLOWANCE-			
		450	EMPLOYEES	62002 00	90	90
		60	EMP ASSIST PROGRAM	62003 00	70	70
		900	LONGEVITY	62004 00	1,770	1,770
		3,104	DENTAL INSURANCE	62101 00	1,278	1,278
		31,760	MEDICAL INSURANCE	62102 00	31,924	31,924
		479	LIFE INSURANCE	62103 00	160	160
		479	LONG TERM DISABILITY INS	62104 00	494	494
		2,690	WORKERS COMP INSURANCE	62105 00	3,165	3,165
		12,330	SOCIAL SECURITY (FICA)	62201 00	9,318	9,318
		1,119	TRI-MET TAX	62202 00	859	859
		177	WBF ASSESSMENT	62203 00	145	145
		18,637	PERS/OPSRP	62301 00	23,136	23,136
		1,118	UNEMP. INSURANCE	62501 00	896	896
		1,504	VACATION BUY-OUT	62901 00	1,139	1,139
\$ -	\$ -	231,627	TOTAL PERSONNEL EXPENSE	198,459	198,459	198,459

Other Personnel Expenses-
Not payroll related

-	EMPLOYEE RECOGNITION	62951 00	425	425	425
-	SAFETY AWARD PROGRAM	62952 00	-	-	-
920	UNIFORMS-	62953 00	920	920	920

Purchased Professional and IT Services

10,000	CONTRACT SERVICES	63001 00	10,000	10,000	10,000
1,890	HR ADMINISTRATION	63101 00	700	700	700
680	LEGAL	63302 00	750	750	750
130	PROPERTY ALARM SERVICES	63305 00	150	150	150
1,500	IT SERVICES	63401 00	1,500	1,500	1,500
270	WEBSITE MANAGEMENT	63402 00	360	360	360

Building Management

8,500	COMMUNITY CENTER	63621 00	10,080	10,080	10,080
1,100	HESLIN HOUSE	63622 00	1,300	1,300	1,300

GF-PW Parks and Recreation (110-17)

REFUSE/SHREDDING	110-17- 64211	00	Allocated: Costs for shredding confidential documents per Red Flag Rules, Cintas.
BLDG CLEANING SRVCS	110-17- 64231	00	Allocated: Contracted monthly costs for twice weekly janitorial services, Friendly Cleaners.
VEHICLE MAINT/REP	110-17- 64301	00	Costs associated with maintaining public works fleet, includes oil changes, tires, etc.
BLDG REP/MAINT	110-17- 64302	00	Allocated: Costs for repairing and maintaining existing City Hall building and existing City Hall building equipment (such as elevator, HVAC System, sinks, etc). Includes yearly maintenance agreements.
OFFICE EQUIP REP/MAINT.	110-17- 64303	00	Not budgeted this fiscal year.
EQUIP REP/MAINT	110-17- 64304	00	Allocated: Costs for the repair and maintenance of park maintenance equipment.
EQUIP RENT EXP	110-17- 64421	00	Allocated: Costs for the rental of office equipment and park maintenance equipment.
ER CONTRIBUTION	110-17- 64916	04	Funds transferred to Equipment Replacement Fund for future capital outlay purchases.
FM CONTRIBUTION	110-17- 64917	04	Not budgeted this fiscal year.
GRANT MATCH CONTRIB	110-17- 64918	00	Funds transferred to the Grant/Project Fund for matching contributions for grant projects.
POSTAGE	110-17- 65302	00	Allocated: Costs for general mailings and notifications.
TELEPHONE-CH	110-17- 65303	00	Allocated: Telephone, fax, voicemail services for City Hall.
PUBLICATIONS	110-17- 65401	00	Costs for publishing ads and notices in newspapers, magazines, and other commercial publications.
PRINTING	110-17- 65501	00	Costs for professional printing services and design, ie. Letterhead, business cards, etc.
TRAVEL- STAFF MEETINGS ERRANDS	110-17- 65801	00	Not budgeted this fiscal year.
BANK FEES	110-17- 65901	00	Allocated: Costs for banking services.
MERCHANT FEES	110-17- 65902	00	Allocated: Costs for credit card payment services.
OFFICE SUPPLIES	110-17- 66101	00	Costs for general offices supplies such as pens, paper, staples, etc.
OPERATING MATERIAL	110-17- 66102	00	Supplies specific to department functions.
BLDG SUPP-CITY HALL	110-17- 66103	00	Allocated: Supplies for City Hall including cleaning products, toilet paper, coffee, etc.
GAS/HEAT- CH	110-17- 66211	00	Allocated: Gas heat for City Hall.
ELECTRICITY	110-17- 66221	00	Allocated: Electricity for City Hall.
FUEL	110-17- 66261	01	Fuel for all public works and parks equipment and vehicles.
CONF-MEALS/LODGING	110-17- 66302	00	Costs for meals and lodging to attend conferences.
DUES/SUB/MEMBERSHIP	110-17- 66501	00	Costs for dues and memberships to professional organizations for employees.
TRAINING & CONF.	110-17- 66502	00	Registration costs for employees to attend seminars, workshops and conferences required to maintain mandated certifications.
SMALL TOOLS/MINOR EQUIP	110-17- 66651	00	Costs for small tools less than \$1000 each.
PARK MAINTENANCE	110-17- 66907	01	Supplies for parks and grounds maintenance. Includes plants, seeds, fertilizer, herbicide, pesticide, irrigation supplies, bark-dust, park facility repair and replacement.
PARK AND REC COMMITTEE	110-17- 66907	02	Costs for park development as recommended and approved by the Parks and Rec committee.

**CITY OF FAIRVIEW
Adopted Budget
Fiscal Year 2011-12**

2008-09 Actual	2009-10 Actual	2010-11 Budget	GENERAL FUND PUBLIC WORKS PARKS AND RECREATION (110-17)	4/11/2011 Proposed Budget	4/18/2011 Approved Budget	6/1/2011 Adopted Budget
<u>Purchased Property Services</u>						
			168 REFUSE/SHREDDING	64211 00	170	170
			2,100 BLDG CLEANING SRVCS	64231 00	2,400	2,400
			2,000 VEHICLE REP/MAINT	64301 00	2,000	2,000
			2,040 BLDG REP/MAINT	64302 00	2,340	2,340
			- OFFICE EQUIP REP/MAINT	64303 00	-	-
			2,600 EQUIP REP/MAINT- PW	64304 00	2,600	2,600
			1,110 EQUIP RENT	64421 00	1,300	1,300
<u>Expense Reimb. To Other</u>						
			1,175 ER CONTRIBUTION- PW	64916 04	1,775	1,775
			- FM CONTRIBUTION	64917 04	-	-
			25,000 GRANT MATCH CONTRIB	64918 00	25,000	25,000
<u>Insurance- Other than payroll related</u>						
			4,680 GENERAL LIAB/PROP INSURANCE	65201 00	1,234	1,234
<u>Other Purchased Services</u>						
			400 POSTAGE	65302 00	400	400
			1,800 TELEPHONE-CH	65303 00	2,000	2,000
			660 TELEPHONE-CS	65303 01	860	860
			140 WIRELESS TECHNOLOGY	65304 00	420	420
			141 PUBLICATIONS	65401 00	175	175
			144 PRINTING	65501 00	175	175
			- TRAVEL- STAFF	65801 00	100	100
			360 BANK FEES	65901 00	900	900
			100 MERCHANT FEES	65902 00	120	120
			25 CREDIT CARD FEES	65903 00	40	40
<u>Supplies</u>						
			200 OFFICE SUPPLIES	66101 00	250	250
			2,600 OPERATING MATERIALS	66102 00	1,500	1,500
			680 BLDG SUPP-CH	66103 00	800	800
			80 BLDG SUPP-CS	66104 00	200	200
			80 GAS/HEAT-CH	66211 00	80	80
			62 GAS/HEAT-CS	66211 01	100	100
			5,150 ELECTRICITY-CH	66221 00	5,350	5,350
			220 ELECTRICITY-CS	66221 01	350	350
			3,220 FUEL	66261 01	5,000	5,000
<u>Operating Expenses- Other</u>						
			MEETING ATTENDANCE	66301 00	50	50
			600 CONF-MEALS/LODGING	66302 00	600	600
			600 DUES/SUB/MEMBERSHIP	66501 00	425	425
			1,200 TRAINING & CONF.	66502 00	1,200	1,200
			2,400 SMALL TOOLS/MINOR EQUIP	66651 00	2,400	2,400
<u>Parks and Recreation Expenses- Other</u>						
			31,000 PARK MAINTENANCE	66907 01	31,000	31,000
			25,000 PARK AND REC COMMITTEE	66907 02	2,500	2,500

GF-PW Parks and Recreation (110-17)

CONTRACT SERVICES- PARK PLANNING	110-17- 66907	03	Professional contract services for park planning.
CONTRACT SERVICES- CONSTRUCTION/REPAIR	110-17- 66907	04	Not budgeted this fiscal year.
TREE MANAGEMENT	110-17- 66907	05	Costs for tree management within City Parks.
STORM DAMAGE REPAIR	110-17- 66907	06	Costs for repairs in City Parks as a result of storm damage. Ie. Snow, rain, and wind.
PARK AND TRAIL REPAIR	110-17- 66907	07	Not budgeted this fiscal year.
VEGETATION MANAGEMENT	110-17- 66907	08	Costs for the management of vegetation in City Parks.
GRAFFITI REMOVAL	110-17- 66907	09	Costs for the removal of graffiti within City Parks.
IMPROVEMENTS- COMM. CTR.	110-17- 67201	01	Costs for improvements to the Community Center.
IMPROVEMENTS- HESLIN HOUSE	110-17- 67201	04	Costs for improvements to Heslin House.
PARK IMPROVEMENTS	110-17- 67301	00	Not budgeted this fiscal year.
BUILDING EQUIPMENT	110-17- 67402	00	Allocated: Costs for City Hall building equipment.

CITY OF FAIRVIEW
 Adopted Budget
 Fiscal Year 2011-12

2008-09 Actual	2009-10 Actual	2010-11 Budget	GENERAL FUND PUBLIC WORKS PARKS AND RECREATION (110-17)	4/11/2011 Proposed Budget	4/18/2011 Approved Budget	6/1/2011 Adopted Budget
			CONTRACT SERVICES- PARK PLANNING	25,000	25,000	25,000
			66907 03			
			CONTRACT SERVICES- - CONSTRUCTION/REPAIR	-	-	-
			66907 04			
			<u>Non-Routine Park Needs</u>			
			2,500 TREE MANAGEMENT	-	-	-
			66907 05			
			2,500 STORM DAMAGE REPAIR	-	-	-
			66907 06			
			- PARK AND TRAIL REPAIR	-	-	-
			66907 07			
			500 VEGETATION MANAGEMENT	-	-	-
			66907 08			
			1,000 GRAFFITI REMOVAL	500	500	500
			66907 09			
			<u>Building/Land and Equipment Expenses</u>			
			3,000 IMPROVEMENTS- COMM. CTR.	3,000	3,000	3,000
			67201 01			
			2,000 IMPROVEMENTS- HESLIN HOUSE	2,000	2,000	2,000
			67201 04			
			- PARK IMPROVEMENTS	-	-	-
			67301 00			
			EQUIPMENT	-	-	-
			67401 00			
			250 BLDG EQUIPMENT-CH	250	250	250
			67402 00			
			TOTAL GF- PARKS AND REC OPERATING EXPENSE	152,749	152,749	152,749
		179,475				
		411,102	TOTAL PARKS AND REC EXPENSES	351,208	351,208	351,208

GENERAL FUND

(2011-12 Budget)

Fund 110/Dept. 20 Police-Public Safety

DESCRIPTION OF PURPOSE/ FUNCTION OF THE DEPARTMENT

Some of the responsibilities of the Police Department are:

1. Respond to emergency calls for service
2. Protect life and property
3. Maintain order
4. Enforce traffic and criminal laws
5. Crime prevention and public education

DESCRIPTION OF DEPARTMENT, INCLUDING NUMBER OF PERSONNEL

The Fairview Police Department consists of:

- 1- Chief of Police
- 3- Police Sergeants (first level supervisors)
- 1- Investigator
- 1- School Resource Officer (partially funded by Reynolds School District)
- 1- Gang Officer (partially funded by grant from State of Oregon)
- 7- Patrol Officers

(Total of fourteen (14) commissioned full time police officers)

The department also has one (1) full time civilian Records Specialist and two (2) part-time Administrative Assistants (each limited to 79 hours per month) that handle Alarm Administration, Property and Evidence, Crime Analysis and administrative support to the Chief.

The department is also supported by three (3) reserve (volunteer) police officers.

ACCOMPLISHMENTS – FISCAL YEAR 2010-11

1. Purchased new detective vehicle
2. No murders in Fairview or significant gang violence
3. Received national award for our National Night Out
4. Re-organized department with assignment changes for each sergeant
5. Implemented career development program for sergeants
6. Re-organized the police records area for improved customer service
7. Established ground work to be first police department in region to offer free prescription drug turn in at police department during business hours

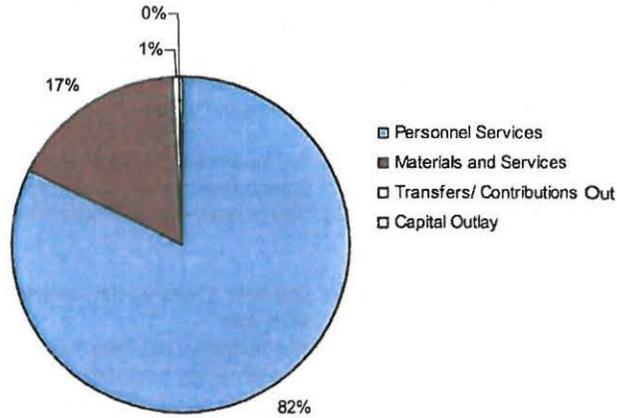
FOCUS/GOALS FOR FISCAL YEAR 2011-12

1. Fully implement prescription drug turn back program
2. Strive to have two officers on duty 24/7
3. Improve crime analysis function and make more information available to staff, council and public
4. Purchase and implement Taser Cams for risk management and officer safety
5. Increase traffic safety emphasis and traffic enforcement
6. Facilitate processing more crimes into Fairview Municipal Court to offset the decision by the Multnomah County DA to not prosecute most misdemeanors

FUNDING SOURCES

The Public Safety Department is a single fund department. All expenditures are budgeted from the General Fund. The resources include taxes, franchise fees, permits, intergovernmental revenue, services and fines.

Where The Money Goes:



Total Expenditures: \$ 2,064,991

MAJOR DIFFERENCES BETWEEN FISCAL YEAR 2009-10 AND FISCAL YEAR 2011-12:

No significant financial differences are anticipated between these two fiscal years due to economic situation.

STATUS (Department Budget)

The task for the Public Safety Department is to develop a budget that will allow the Department to keep pace with the increased demand for services brought on by continued growth within the City. In all cases, the Chief of Police will be fiscally responsible and spend no more than is needed to administer effective departmental operations as approved by the City Council and City Administrator.

GF- Police (110-20)

POLICE CHIEF	110-20- 61105	00	Salary based on salary wage schedule.
STAFF- SERGEANTS	110-20- 61109	01	Salary based on salary wage schedule.
STAFF- POLICE OFFICERS	110-20- 61109	02	Salary based on salary wages and the Police Association contract.
STAFF-PD OFFICE	110-20- 61109	03	Salary based on salary wages and the labor agreement with the Teamsters' Union.
TEMPORARY HELP	110-20- 61201	00	Not budgeted this fiscal year.
TEMPORARY HELP- EMGET GRANT	110-20- 61201	01	Salary expense for Officer filling EMGET position.
TEMPORARY HELP- SRO POSITION (NOT OT)	110-20- 61201	02	Salary expense for Officer filling SRO position.
OVERTIME HOURS	110-20- 61301	00	Costs for hours worked over 40 hours per work week or 10 hours per work day.
OT- MAJOR CRIME/ OIC PAY	110-20- 61301	09	Not budgeted this fiscal year.
OT- COURT (FMC)	110-20- 61303	03	Over-time pay for Officers to attend Fairview Municipal Court hearings.
OT-COURT OTHER	110-20- 61303	04	Over-time pay for Officers to attend court hearings in other jurisdictions.
OT-COVER SHORT SHIFTS	110-20- 61303	05	Over-time pay to cover short shifts.
OT- OACP DUUI GRANT	110-20- 61303	01	Over-time pay for targeted DUUI enforcement per OACP grant.
OT-OACP SEATBELT SAFETY GRANT	110-20- 61303	02	Over-time pay for targeted seatbelt enforcement per OACP grant.
OT-TRAFFIC SAFETY INSTRUCTION	110-20- 61303	06	Over-time pay for traffic safety class instruction.
OT- REYNOLDS SCHOOL DISTRICT SRO	110-20- 61303	07	Over-time pay for Reynolds School District School Resource Officer.
OT-TRAFFIC SAFETY ENFORCEMENT	110-20- 61303	08	Over-time pay for additional traffic safety enforcement.
ON CALL PAY- SGTs	110-20- 61304	00	Additional pay to Sergeants for being on call.
FTO PAY	110-20- 61305	00	Additional pay to full-time Officers for the training of new recruits.
CELL PHONE ALLOWANCE-EMPLOYEES	110-20- 62002	00	Police Chief cell phone allowance.
EMP ASSIST PROGRAM/ FSA FEES	110-20- 62003	00	Costs to provide the Employee Assist Program and FSA Program.
LONGEVITY	110-20- 62004	00	Additional pay based on years of service (For all Police Association members. Also, Teamster employees' hired prior to July 1, 2008.)
CERTIFICATION PAY	110-20- 62005	00	Additional pay for DPSST certifications.
DENTAL INSURANCE	110-20- 62101	00	Dental Insurance provided to employees.
MEDICAL INSURANCE	110-20- 62102	00	Medical Insurance provided to employees.
LIFE INSURANCE	110-20- 62103	00	Life Insurance cost share with employees.
LONG TERM Disability INS	110-20- 62104	00	Long Term Disability Insurance provided to employees.
WORKERS COMP INSURANCE	110-20- 62105	00	Workers' Compensation Insurance expense.
SOCIAL SECURITY (FICA)	110-20- 62201	00	Federal payroll taxes.
TRI-MET TAX	110-20- 62202	00	Tri-Met payroll taxes.
WBF ASSESSMENT	110-20- 62203	00	Workers' Benefit Fund payroll expense.
PERS/OPSRP	110-20- 62301	00	Retirement for employees.
PERS UAL PENSION BOND	110-20- 62302	00	Retirement for employees.
UNEMP. INSURANCE	110-20- 62501	00	Unemployment payroll tax.
VACATION BUY-OUT	110-20- 62901	00	Accrued vacation paid out to employees one time per year (40 hours max) or upon employment separation.

**CITY OF FAIRVIEW
Adopted Budget
Fiscal Year 2011-12**

2008-09 Actual	2009-10 Actual	2010-11 Budget	GENERAL FUND POLICE- PUBLIC SAFETY (110-20)	4/11/2011 Proposed Budget	4/18/2011 Approved Budget	6/1/2011 Adopted Budget		
			<u>Personnel- Salaries and Wages</u>					
			81,454 POLICE CHIEF	61105 00	83,581	83,581	83,581	
			196,452 STAFF- SERGEANTS	61109 01	204,804	204,804	204,804	
			445,475 STAFF- POLICE OFFICERS	61109 02	507,859	457,393	457,393	
			80,265 STAFF-PD OFFICE	61109 03	81,417	81,417	81,417	
			- TEMPORARY HELP	61201 00	-	-	-	
			58,800 TEMPORARY HELP- EMGET GRANT	61201 01	58,800	58,800	58,800	
			71,181 TEMPORARY HELP- SRO POSITION	61201 02	72,605	72,605	72,605	
			24,525 OVERTIME HOURS	61301 00	24,525	24,525	24,525	
			- OT- MAJOR CRIME/ OIC PAY	61301 09	-	-	-	
			3,200 OT- COURT (FMC)	61303 03	3,200	3,200	3,200	
			12,600 OT-COURT OTHER	61303 04	12,600	12,600	12,600	
			14,100 OT-COVER SHORT SHIFTS	61303 05	14,100	14,100	14,100	
			<u>OT- DIRECT FUNDED</u>					
			3,475 OT- OACP DUUI GRANT	61303 01	3,475	3,475	3,475	
			4,200 OT-OACP SEATBELT SAFETY GRANT	61303 02	4,200	4,200	4,200	
			2,100 OT-TRAFFIC SAFETY INSTRUCTION OT- REYNOLDS SCHOOL DISTRICT	61303 06	2,100	2,100	2,100	
			1,390 SRO OT-TRAFFIC SAFETY	61303 07	1,390	1,390	1,390	
			6,250 ENFORCEMENT	61303 08	6,250	6,250	6,250	
			<u>OTHER PAY</u>					
			5,400 ON CALL PAY- SGTS	61304 00	5,400	5,400	5,400	
			2,934 FTO PAY	61305 00	2,925	2,925	2,925	
			ACTING PAY	61305 00	1,500	1,500	1,500	
			<u>Personnel- Benefits</u>					
			CELL PHONE ALLOWANCE-					
			810 EMPLOYEES	62002 00	810	810	810	
			298 EMP ASSIST PROGRAM	62003 00	450	450	450	
			10,740 LONGEVITY	62004 00	10,740	10,740	10,740	
			28,296 CERTIFICATION PAY	62005 00	30,697	29,017	29,017	
			18,133 DENTAL INSURANCE	62101 00	9,445	8,851	8,851	
			185,580 MEDICAL INSURANCE	62102 00	221,830	206,982	206,982	
			2,786 LIFE INSURANCE	62103 00	1,557	1,479	1,479	
			2,786 LONG TERM DISABILITY INS	62104 00	4,326	4,060	4,060	
			24,700 WORKERS COMP INSURANCE	62105 00	21,365	21,365	21,365	
			86,662 SOCIAL SECURITY (FICA)	62201 00	85,506	81,516	81,516	
			7,723 TRI-MET TAX	62202 00	7,621	7,265	7,265	
			926 WBF ASSESSMENT	62203 00	985	923	923	
			134,818 PERS/OPSRP	62301 00	207,327	195,973	195,973	
			- PERS UAL PENSION BOND	62302 00	-	-	-	
			7,930 UNEMP. INSURANCE	62501 00	7,824	7,460	7,460	
			10,395 VACATION BUY-OUT	62901 00	10,307	10,307	10,307	
\$	-	\$	-	1,536,384	TOTAL PERSONNEL EXPENSE	1,711,521	1,627,463	1,627,463

GF- Police (110-20)

EMPLOYEE RECOGNITION- AWARDS PROGRAM	110-20- 62951	00	Police recognition/awards event.
SAFETY AWARD PROGRAM	110-20- 62952	00	Not budgeted this fiscal year.
UNIFORMS- REPLACEMENT	110-20- 62953	00	Costs for replacing Officer uniforms.
UNIFORMS MAINT/ CLEANING	110-20- 62954	00	Costs for routine cleaning and maintenance of uniforms.
UNIFORMS- NEW HIRE	110-20- 62955	00	One new hire budgeted.
CONTRACT SERVICES	110-20- 63001	00	Not budgeted this fiscal year.
HR ADMINISTRATION	110-20- 63101	00	Allocated: Helen Trowie and other expenses that benefit all departments and related are not allocated.
AUDIT AND ACCOUNTING	110-20- 63301	00	Allocated: Costs of annual audit and technical support- Dickey and Tremper, LLC
LEGAL	110-20- 63302	00	Allocated and Direct: City legal services-Beery, Elsner, and Hammond, LLC.
IT SERVICES	110-20- 63401	00	Allocated: Mozy Pro, Windows, Smoke and Mirrors Computers, etc.
WEBSITE MANAGEMENT	110-20- 63402	00	Allocated: Monthly expense to maintain re-designed website.
REFUSE/SHREDDING	110-20- 64211	00	Allocated: Costs for shredding confidential documents per Red Flag Rules, Cintas.
BLDG CLEANING SRVCS	110-20- 64231	00	Allocated: Contracted monthly costs for twice weekly janitorial services, Friendly Cleaners.
VEHICLE MAINT/REP	110-20- 64301	00	Costs associated with maintaining Police fleet. Includes oil changes, tire changes, etc.
BLDG REP/MAINT	110-20- 64302	00	Allocated: Costs for repairing and maintaining existing City Hall building and existing City Hall building equipment (such as elevator, HVAC System, sinks, etc.). Includes yearly maintenance agreements.
OFFICE EQUIP REP/MAINT.	110-20- 64303	00	Allocated: Costs for the repair and maintenance of office equipment located in the Police Department. Includes copiers, faxes, typewriters, printers, etc.) Includes yearly maintenance agreements, DOES NOT include monthly fees.
EQUIP REP/MAINT	110-20- 64304	00	Allocated: Costs for the repair and maintenance of police equipment.
EQUIP RENT	110-20- 64421	00	Allocated: Costs for rental of copier and postage machine and any other office equipment rental. Also includes rental of any other equipment utilized by the Police Department.
EQUIP RENT-VEHICLES	110-20- 64421	01	Costs for leasing of police vehicles from state motor pool. (DAS.)
ER CONTRIBUTION	110-20- 64916	05	Funds transferred to Equipment Replacement Fund for capital outlay purchases.
FM CONTRIBUTION	110-20- 64917	05	Not budgeted this fiscal year.
GENERAL LIAB/PROP INSURANCE	110-20- 65201	00	Allocated: Property, General Liability, and Auto Insurance.
CABLE	110-20- 65301	00	Cost split with GF-Admin. Costs for cable TV in case of emergency.
POSTAGE	110-20- 65302	00	Allocated and direct. Costs for postage to mail general envelopes, etc.
TELEPHONE	110-20- 65303	00	Allocated: Telephone, voice mail, and fax services for City Hall.
PUBLICATIONS	110-20- 65401	00	Costs for publishing ads and notices in newspapers, magazines, and other publications.
PRINTING	110-20- 65501	00	Costs for professional printing and design services for business cards, letterhead, etc.
TRAVEL	110-20- 65801	00	Reimbursement costs for staff travel to attend local meetings or run local errands.
BANK FEES	110-20- 65901	00	Allocated: Costs for banking services.
MERCHANT FEES	110-20- 65902	00	Allocated: Costs for credit card payment services.

CITY OF FAIRVIEW
 Adopted Budget
 Fiscal Year 2011-12

2008-09 Actual	2009-10 Actual	2010-11 Budget	GENERAL FUND POLICE- PUBLIC SAFETY (110-20)	4/11/2011 Proposed Budget	4/18/2011 Approved Budget	6/1/2011 Adopted Budget	
			<u>Other Personnel Expenses- Not payroll related</u>				
			EMPLOYEE RECOGNITION- AWARDS				
			- PROGRAM	62951 00	1,425	1,425	1,425
			- SAFETY AWARD PROGRAM	62952 00	-	-	-
			7,700 UNIFORMS- REPLACEMENT	62953 00	10,390	10,390	10,390
			4,180 UNIFORMS MAINT/ CLEANING	62954 00	4,000	4,000	4,000
			- UNIFORMS- NEW HIRE+	62955 00	7,500	-	-
			2,000 UNIFORM REIMBURSEMENT	62956 00	2,200	2,000	2,000
			<u>Purchased Professional and IT Services</u>				
			- CONTRACT SERVICES	63001 00	-	-	-
			12,500 HR ADMINISTRATION	63101 00	3,000	3,000	3,000
			7,400 AUDIT & ACCOUNTING	63301 00	3,600	3,600	3,600
			4,710 LEGAL	63302 00	5,000	5,000	5,000
			460 PROPERTY ALARM SERVICES	63305 00	500	500	500
			18,978 IT SERVICES	63401 00	16,043	16,043	16,043
			828 WEBSITE MANAGEMENT	63402 00	2,760	2,760	2,760
			<u>Purchased Property Services</u>				
			588 REFUSE/SHREDDING	64211 00	600	600	600
			5,000 BLDG CLEANING SRVCS	64231 00	8,400	8,400	8,400
			13,600 VEHICLE REP/MAINT	64301 00	20,120	20,120	20,120
			6,500 BLDG REP/MAINT	64302 00	7,500	7,500	7,500
			- OFFICE EQUIP REP/MAINT	64303 00	500	500	500
			7,200 EQUIP REP/MAINT	64304 00	2,500	2,500	2,500
			RADIO/MDC REPAIR	64304 01	2,000	2,000	2,000
			5,764 EQUIP RENT	64421 00	5,800	5,800	5,800
			19,320 EQUIP RENT-VEHICLES	64421 01	18,000	18,000	18,000
			<u>Transfers Out to Other Funds</u>				
			- ER CONTRIBUTION	64916 05	15,255	15,255	15,255
			- FM CONTRIBUTION	64917 05	-	-	-
			<u>Insurance- Other than payroll related</u>				
			11,960 GENERAL LIAB/PROP INSURANCE	65201 00	13,294	13,294	13,294
			<u>Other Purchased Services</u>				
			35 CABLE	65301 00	35	35	35
			1,260 POSTAGE	65302 00	1,250	1,250	1,250
			7,525 TELEPHONE-CH	65303 00	5,530	5,530	5,530
			423 PUBLICATIONS	65401 00	250	250	250
			960 PRINTING	65501 00	950	950	950
			400 TRAVEL	65801 00	150	150	150
			1,080 BANK FEES	65901 00	2,700	2,700	2,700
			300 MERCHANT FEES	65902 00	265	265	265
			CREDIT CARD FEES	65903 00	70	70	70

GF- Police (110-20)

OFFICE SUPPLIES	110-20- 66101	00	General office supplies such as pens, staples, markers, etc.
OPERATING MATERIAL	110-20- 66102	00	Supplies specific to department functions.
ALARM ADMINISTRATION	110-20- 66102	02	Not budgeted this fiscal year.
BLDG SUPP-CITY HALL	110-20- 66103	00	Allocated: Supplies for City Hall including cleaning products, toilet paper, coffee, etc.
GAS/HEAT- CH	110-20- 66211	00	Allocated: Gas heat for City Hall.
ELECTRICITY- CH	110-20- 66221	00	Allocated: Electricity for City Hall.
FUEL	110-20- 66261	01	Costs for fuel for all police vehicles.
MEETING ATTENDANCE-CP	110-20- 66301	00	Costs for meals and travel to attend meetings by the Police Chief.
CONF-MEALS/LODGING	110-20- 66302	00	Costs for meals and lodging to attend conferences.
DUES/SUB/MEMBERSHIP	110-20- 66501	00	Costs for memberships to professional organizations related to the Police Department.
TRAINING & CONF.	110-20- 66502	00	Registration costs for conferences and trainings.
ACCREDITATION	110-20- 66909	06	Expenses related to maintaining accreditation of Police Department including annual dues.
AMMUNITION	110-20- 66909	33	Costs for ammunition for trainings and routine purposes.
COMMUNITY SUPPORT	110-20- 66909	01	Not budgeted this fiscal year.
CRIME ANALYSIS	110-20- 66909	36	Cost associated with analyzing crime.
CRIME PREVENTION	110-20- 66909	30	Crime prevention operational costs and other handouts; including National Night Out event.
CRIME PREVENTION-TARGET GRANT	110-20- 66909	31	Grant applied for to use for crime prevention purposes.
EVIDENCE MANAGEMENT	110-20- 66909	34	Costs for the operation of police evidence room and evidence systems.
INVESTIGATE & CRIME SCENE SUPPLIES	110-20- 66909	35	Costs for supplies and equipment needed at crime scenes and during investigations.
LEXIPOL-POLICY MANUAL UPDATES	110-20- 66909	07	Costs for Lexipol-policy manual updates.
POLICE RESERVE SUP	110-20- 66909	40	Not budgeted this fiscal year.
RADIO COMMUNICATIONS	110-20- 66909	59	Costs for radio communications for Officer radios.
RECORDS MANAGEMENT SYSTEMS	110-20- 66909	60	Costs for records management system.
T-1 LINE FEE	110-20- 66909	63	Costs for T-1 line due to 911 dispatch changes.
TRAFFIC SAFETY	110-20- 66909	50	Costs related to traffic safety.
WIRELESS TECHNOLOGY	110-20- 66909	61	Costs for wireless technology such as department cell phones.
JAG GRANT- CRIME	110-20 66909	37	Cost for crime analysis services shared with Troutdale PD.
PD DONATIONS SPONSORED- DESIGNATED	110-20 66909	38	Funds donated to the police department to purchase or in support of specific items or programs.
BLDG MAINT/IMPROVEMENTS	110-20- 67201	00	Costs for improvements to Police Department area.
EQUIPMENT	110-20- 67401	00	Costs for police equipment.
BLDG EQUIPMENT- CITY HALL	110-20- 67402	00	Allocated: Costs for City Hall building equipment.
OFFICE EQUIPMENT	110-20- 67405	00	Allocated and Direct- Costs for new office equipment.

**CITY OF FAIRVIEW
Adopted Budget
Fiscal Year 2011-12**

2008-09 Actual	2009-10 Actual	2010-11 Budget	GENERAL FUND POLICE- PUBLIC SAFETY (110-20)	4/11/2011 Proposed Budget	4/18/2011 Approved Budget	6/1/2011 Adopted Budget
			<u>Supplies</u>			
			1,940 OFFICE SUPPLIES	66101 00	2,500	2,500
			6,500 OPERATING MATERIALS	66102 00	5,000	5,000
			- ALARM ADMINISTRATION	66102 02	-	-
			1,400 BLDG SUPP-CH	66103 00	1,630	1,630
			980 GAS/HEAT-CH	66211 00	140	140
			15,078 ELECTRICITY-CH	66221 00	14,990	14,990
			27,600 FUEL	66261 01	44,352	41,352
			<u>Operating Expenses- Other</u>			
			200 MEETING ATTENDANCE-CP	66301 00	100	100
			4,950 CONF-MEALS/LODGING	66302 00	4,000	4,000
			1,400 DUES/SUB/MEMBERSHIP	66501 00	3,705	3,705
			14,550 TRAINING & CONF.	66502 00	14,000	14,000
			<u>Police Expenses- Other</u>			
			1,150 ACCREDITATION	66909 06	1,150	1,150
			7,000 AMMUNITION	66909 33	8,500	8,500
			- COMMUNITY SUPPORT	66909 01	-	-
			- CRIME ANALYSIS	66909 36	1,700	1,700
			4,200 CRIME PREVENTION	66909 30	3,500	3,500
			CRIME PREVENTION-TARGET			
			2,500 GRANT	66909 31	2,500	2,500
			1,000 EVIDENCE MANAGEMENT	66909 34	1,000	1,000
			INVESTIGATE & CRIME SCENE			
			3,500 SUPPLIES	66909 35	3,500	3,500
			2,500 LEXIPOL-POLICY MANUAL UPDATES	66909 07	2,500	2,500
			- POLICE RESERVE SUP	66909 40	-	9,660
			27,450 RADIO COMMUNICATIONS	66909 59	30,360	30,360
			10,200 RECORDS MANAGEMENT SYSTEMS	66909 60	9,500	9,500
			3,300 T-1 LINE FEE	66909 63	3,300	3,300
			8,500 TRAFFIC SAFETY	66909 50	8,500	8,500
			8,200 WIRELESS TECHNOLOGY	66909 61	8,000	8,000
			13,822 JAG GRANT-CRIME	66909 37	13,394	13,394
			1,087 PD DONATION SPONSORED-DESIG	66909 38	1,187	1,187
			<u>Building and Equipment Expenses-</u>			
			1,000 BLDG IMPROVEMENTS	67201 00	1,000	1,000
			- EQUIPMENT-TRAFFIC SAFETY	67201 02	-	-
			1,000 EQUIPMENT	67401 00	1,000	1,000
			875 BLDG EQUIPMENT-CH	67402 00	875	875
			1,000 OFFICE EQUIPMENT	67405 00	-	-
			TOTAL GF- POLICE OPERATING EXPENSE		353,470	352,430
			TOTAL POLICE EXPENSES		2,064,991	1,979,893
			313,553			352,430
			1,849,937			1,979,893

GENERAL FUND

(2011-12 Budget)

Fund 110/Dept. 25 FIRE/BOEC/EMERGENCY MANAGEMENT

DESCRIPTION OF PURPOSE/ FUNCTION OF THE DEPARTMENT

This is a new department this fiscal year. The Fire/BOEC/Emergency Management department is responsible for contracting with the City of Gresham for fire services to the citizens of Fairview and contracting with the Bureau of Emergency Communications (BOEC) for police dispatch services.

DESCRIPTION OF DEPARTMENT, INCLUDING NUMBER OF PERSONNEL

The Fire/BOEC/Emergency Management departments are administered by the Chief of Police.

ACCOMPLISHMENTS – FISCAL YEAR 2010-11

1. Fairview Police Chief elected as the BOEC User Board Chair
2. Completion and approval (by Council) of Fairview's Emergency Operations Plan,
3. Completion and approval (by Council) of Fairview's Hazard Mitigation Plan

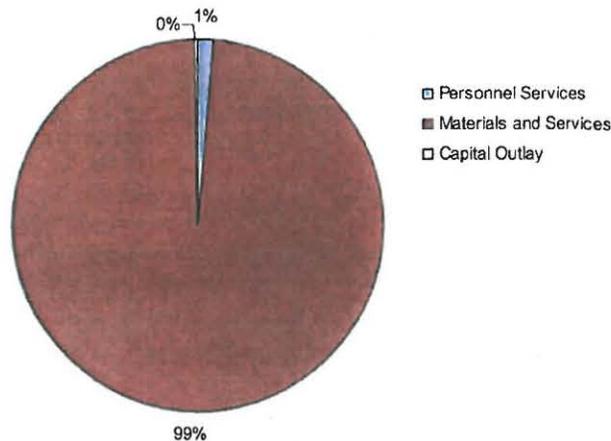
FOCUS/GOALS FOR FISCAL YEAR 2011-12

1. Continue work with the BOEC User Board to bring down costs associated with the new dispatch system due to a lack of information to the Board from BOEC
2. Work with neighboring jurisdictions to update the old IGA between the jurisdictions in Multnomah County and Portland regarding the operation and funding of BOEC
3. Continue to work with neighboring jurisdictions to stabilize costs for all areas
4. Work with neighboring jurisdictions to share a position to help us meet our individual emergency management needs

FUNDING SOURCES

The BOEC/FIRE/EMERGENCY MANAGEMENT Department is a single fund department. All expenditures are budgeted from the General Fund. The resources include taxes, franchise fees, permits, intergovernmental revenue, services and fines.

Where The Money Goes:



Total Expenditures: \$1,030,505

MAJOR DIFFERENCES BETWEEN FISCAL YEAR 2010-11 AND FISCAL YEAR 2011-12:

1. Contractual increases for Fire and BOEC services.
2. Increased costs associated with the new computer aided dispatch system
3. Contributing to a shared Emergency Management Coordinator position

STATUS (Department Budget)

In all cases, the Chief of Police will be fiscally responsible and spend no more than is needed to administer effective departmental operations as approved by the City Council and City Administrator.

**GF- FIRE/BOEC/EMERGENCY
MANAGEMENT (110-25)**

POLICE CHIEF	110-25- 61105	00	Allocated: Salary based on salary wage schedule.
STAFF-PD OFFICE	110-25- 61109	00	Not budgeted this fiscal year.
TEMPORARY HELP	110-25- 61201	00	Not budgeted this fiscal year.
OVERTIME HOURS	110-25- 61301	00	Not budgeted this fiscal year.
CELL PHONE ALLOWANCE	110-25- 62002	00	Chief of police cell phone allowance.
EMP ASSIST PROGRAM/ FSA FEES	110-25- 62003	00	Costs to provide the Employee Assist Program and FSA Program.
LONGEVITY	110-25- 62004	00	Additional pay based on years of service (For all Police Association members. Also, Teamster employees' hired prior to July 1, 2008.)
CERTIFICATION PAY	110-25- 62005	00	Additional pay to Chief for Advanced Certificate through DPSST.
DENTAL INSURANCE	110-25- 62101	00	Dental Insurance provided to employees.
MEDICAL INSURANCE	110-25- 62102	00	Medical Insurance provided to employees.
LIFE INSURANCE	110-25- 62103	00	Life Insurance cost share with employees.
LONG TERM Disability INS	110-25- 62104	00	Long Term Disability Insurance provided to employees.
WORKERS COMP INSURANCE	110-25- 62105	00	Workers' Compensation Insurance expense.
SOCIAL SECURITY (FICA)	110-25- 62201	00	Federal Payroll taxes.
TRI-MET TAX	110-25- 62202	00	Tri-Met payroll taxes.
WBF ASSESSMENT	110-25- 62203	00	Workers Benefit Fund payroll expense.
PERS/OPSRP	110-25- 62301	00	Retirement for employees.
PERS UAL PENSION BOND	110-25- 62302	00	Additional retirement units for police employees.
UNEMP. INSURANCE	110-25- 62501	00	Unemployment payroll tax.
VACATION BUY-OUT	110-25- 62901	00	Accrued vacation paid out to employees one time per year or at the time
CONTRACT SERVICES	110-25- 63001	00	Funds to support joint City sponsored Emergency Mgmt Position.
IT SERVICES	110-25- 63401	00	Not budgeted this fiscal year.
WEBSITE MANAGEMENT	110-25- 63402	00	Not budgeted this fiscal year.
CABLE	110-25- 65301	00	Not budgeted this fiscal year.
TELEPHONE	110-25- 65303	00	Not budgeted this fiscal year.
OPERATING MATERIAL	110-25- 66102	00	Not budgeted this fiscal year.
BOEC CONTRACT COSTS	110-25- 66909	24	Anticipated cost for Bureau of Emergency Communications.
FIRE CONTRACT COSTS	110-25- 66909	25	Costs for fire services with the City of Gresham.

CITY OF FAIRVIEW
 Adopted Budget
 Fiscal Year 2011-12

2008-09 Actual	2009-10 Actual	2010-11 Budget	GENERAL FUND FIRE/BOEC/EM (110-25)	4/11/2011 Proposed Budget	4/18/2011 Approved Budget	6/1/2011 Adopted Budget
<u>Personnel- Salaries and Wages</u>						
		9,050	POLICE CHIEF 61105 00	9,285	9,285	9,285
			- STAFF-PD OFFICE 61109 00	-	-	-
			- TEMPORARY HELP 61201 00	-	-	-
			- OVERTIME HOURS 61301 00	-	-	-
<u>Personnel- Benefits</u>						
			CELL PHONE ALLOWANCE-			
		90	EMPLOYEES 62002 00	90	90	90
		2	EMP ASSIST PROGRAM 62003 00	30	30	30
		60	LONGEVITY 62004 00	60	60	60
		264	CERTIFICATION PAY 62005 00	265	265	265
			122 DENTAL INSURANCE 62101 00	60	60	60
		1,246	MEDICAL INSURANCE 62102 00	1,485	1,485	1,485
			19 LIFE INSURANCE 62103 00	15	15	15
			19 LONG TERM DISABILITY INS 62104 00	40	40	40
			124 WORKERS COMP INSURANCE 62105 00	1,320	1,320	1,320
			724 SOCIAL SECURITY (FICA) 62201 00	740	740	740
			65 TRI-MET TAX 62202 00	65	65	65
			6 WBF ASSESSMENT 62203 00	5	5	5
		1,254	PERS/OPSRP 62301 00	1,825	1,825	1,825
			- PERS UAL PENSION BOND 62302 00	-	-	-
			66 UNEMP. INSURANCE 62501 00	70	70	70
			95 VACATION BUY-OUT 62901 00	95	95	95
\$ -	\$ -	13,206	TOTAL PERSONNEL EXPENSE	15,450	15,450	15,450
<u>Purchased Professional and IT Services</u>						
			- CONTRACT SERVICES 63001 00	20,000	20,000	20,000
			- IT SERVICES 63401 00	-	-	-
			- WEBSITE MANAGEMENT 63402 00	-	-	-
<u>Other Purchased Services</u>						
			- CABLE 65301 00	-	-	-
<u>Supplies</u>						
			- OPERATING MATERIALS 66102 00	-	-	-
<u>Fire/BOEC/ Emergency Expenses- Other</u>						
\$ 227,198.00	\$ 234,842.00	234,781	BOEC CONTRACT COSTS 66909 24	245,000	245,000	245,000
\$ 651,625.00	\$ 685,631.00	716,055	FIRE CONTRACT COSTS 66909 25	750,055	750,055	750,055
<u>Building and Equipment Expenses-</u>						
			EQUIPMENT 67401 00	-	4,050	4,050
			TOTAL GF- FIRE/BOEC/EMER. OPERATING EXPENSES	1,015,055	1,019,105	1,019,105
			TOTAL FIRE/BOEC/EMERG. EXPENSES	1,030,505	1,034,555	1,034,555

GENERAL FUND

(2011-12 Budget)

Fund 110/Dept. 40 Other Requirements

DESCRIPTION OF PURPOSE/ FUNCTION OF THE DEPARTMENT

The purpose of the General Fund "Other Requirements" is to budget for transfers in support of the Building Fund and to maintain a reserve that will ensure adherence to the following two City Council adopted Financial Guidelines:

- The City shall maintain a general fund **emergency contingency** funded at a **minimum of 5 percent** of general fund operating expenditures. This contingency is for unexpected expenditures that staff could not have known about at the time the budget was prepared.
- The City shall maintain a general fund **operating fund balance** funded at a **minimum of 10 percent** of operating expenditures. This will help maintain the minimum cash flow necessary to ensure the City will not need to issue Tax Anticipation Notes (short-term borrowing).

DESCRIPTION OF DEPARTMENT, INCLUDING NUMBER OF PERSONNEL

N/A

ACCOMPLISHMENTS – FISCAL YEAR 2010-11

1. Maintained a viable ending fund balance, exceeding Council guidelines.

FOCUS/GOALS FOR FISCAL YEAR 2011-12

1. Continue to comply with City policy regarding ending fund balance and contingency requirement.
2. Continue to recommend and implement new policies and procedures that create more efficient City operations.
3. With utilization of reserves in two consecutive years, implement strategic operational revenue enhancements and cost reductions to ensure long-term financial security of City.

FUNDING SOURCES

The Other Requirements Department is a single fund department. All expenditures are budgeted from the General Fund. The resources include taxes, franchise fees, permits, intergovernmental revenue, services and fines.

CITY OF FAIRVIEW
 Adopted Budget
 Fiscal Year 2011-12

2008-09 Actual	2009-10 Actual	2010-11 Budget	GENERAL FUND OTHER REQUIREMENTS (110-40)	4/11/2011 Proposed Budget	4/18/2011 Approved Budget	6/1/2011 Adopted Budget
			<u>Transfers Out to Other Funds</u>			
			- TRANS TO AEC FUND	64911 00	-	-
		35,063	TRANS TO BLDG FUND	64912 00	-	-
	\$ 58,202.46		- TRANS TO DEBT SVC	64915 00	-	-
		155,594	CONTINGENCY	69100 00	250,000	250,000
			ENDING FUND BALANCE-			
		4,000	DESIGNATED	67910 00	4,000	4,000
			STABILIZATION RESERVES	64910 00		
			ENDING FUND BALANCE-			
		3,282,541	UNDESIGNATED	64910 00	2,873,814	2,953,987
\$ 50,000.00	\$ 58,202.46	3,477,198	TOTAL OTHER REQUIREMENTS	\$ 3,127,814	\$ 3,207,987	\$ 3,207,987
\$ -		7,780,222	TOTAL GENERAL FUND EXPENSES	7,582,789	7,582,789	7,582,789
		-	TOTAL FUND	\$ -	\$ -	\$ -

AEC-ADMIN EXCISE CHARGE FUND

(2011-12 Budget)

Fund /Dept. 100

DESCRIPTION OF PURPOSE/ FUNCTION OF THE DEPARTMENT

The purpose of The Administrative Excise Charge Fund (AEC) is to collect funds from new development to pay for public infrastructure such as the City Hall and other City buildings.

HOW ITS MANAGED

The Finance Director manages the Administrative Excise Fund.

DESCRIPTION OF DEPARTMENT, INCLUDING NUMBER OF PERSONNEL

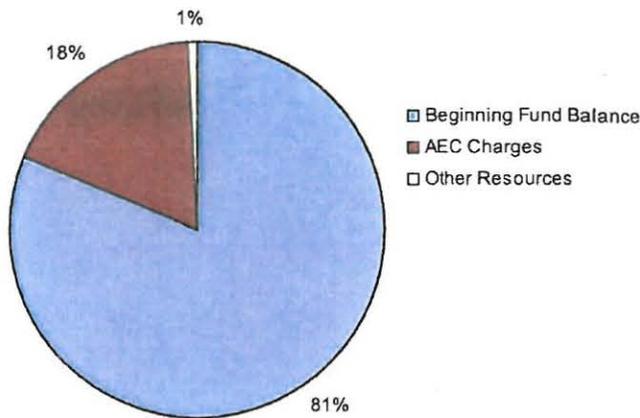
N/A

FUNDING SOURCES

The operating funds (General, Streets, Water, Sanitary Sewer and Storm Water) provide resources in support of public infrastructure debt service payments.

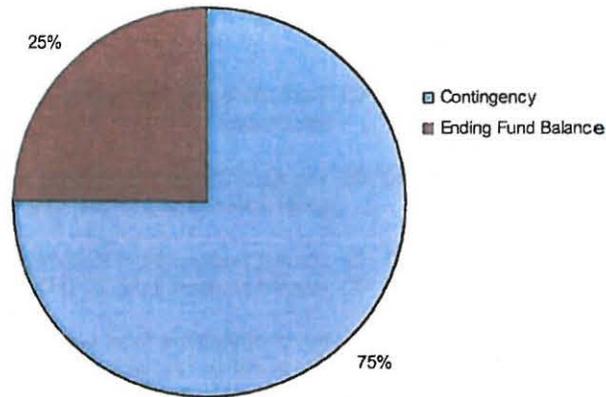
The Administrative Excise Charge on new development contributes the majority of dollars to the AEC fund. The AEC charge is \$.50 cents per square foot for residential development and \$.25 cents per square foot for commercial development.

Where the Money Comes From:



Total Revenue: \$5,640

Where The Money Goes:



Total Expenditures: \$5,640

ACCOMPLISHMENTS – FISCAL YEAR 2010-11

FOCUS/GOALS FOR FISCAL YEAR 2011-12

1. Will not generate sufficient Administrative Excise Charge revenue to pay for any future debt service. Since the City is approaching build out in the residential area, economic development needs to occur in the commercial and industrial area to provide this critical revenue.
2. IF and when the housing markets rebound and building permits reach previous levels of activity, these revenues will potentially be used to assist with the funding to build a new Public Works City Shops Building.

MAJOR DIFFERENCES BETWEEN FISCAL YEAR 2009-10 AND FISCAL YEAR 2011-12:

No significant changes are anticipated between these two fiscal years.

FUND STATUS (Overall)

As building and development has significantly declined from its peak in the 90's, resources in this fund have declined. Any future resources will be used for debt service on future City building construction.

AEC Fund (121-00)

Beg. Fund Bal.	121-00- 49950 00	Cash carry-over from previous year. Estimate based on current information.
ADMIN EXCISE CHRG	121-00- 43183 00	The AEC Charge is \$.50 cents per square foot for residential development and \$.25 cents per square foot for commercial
INTEREST-LGIP	121-00- 43611 00	Interest received from State Local Government Investment Pool.
INTEREST ON INVESTMENTS	121-00- 43612 00	Interest received from CD at Oregon Credit Union.
MISC. REVENUE	121-00- 43901 00	Not budgeted this fiscal year.
TRANS FROM GEN FUND	121-00- 43912 00	Not budgeted this fiscal year.
TRANS FROM WATER	121-00- 43911 21	Not budgeted this fiscal year.
TRANS FROM SEWER	121-00- 43911 22	Not budgeted this fiscal year.
TRANS FROM STORM	121-00- 43911 23	Not budgeted this fiscal year.
TRANS FROM STREET	121-00- 43911 14	Not budgeted this fiscal year.
TRANS TO DEBT SVC	121-00- 64915 00	Not budgeted this fiscal year.
CONTINGENCY	121-00- 69100 00	For unforeseen events- cannot be used without City Council approval.
ENDING FUND BALANCE	121-00- 67910 00	Unappropriated funds.

**CITY OF FAIRVIEW
Adopted Budget
Fiscal Year 2011-12**

2008-09 Actual	2009-10 Actual	2010-11 Budget	AEC FUND (121-00)		4/11/2011 Proposed Budget	4/18/2011 Approved Budget	6/1/2011 Adopted Budget
\$ 817,602.45	\$ (15,513.58)	515	Beg. Fund Bal.	49950 00	4,589	4,589	4,589
\$ 15,280.00	\$ 1,700.00	1,000	ADMIN EXCISE CHR	43183 00	1,000	1,000	1,000
\$ 11,385.05	\$ 5.32	5	INTEREST-LGIP	43611 00	46	46	46
			- INTEREST ON INVESTMENTS	43612 00	5	5	5
			- MISC. REVENUE	43901 00	-	-	-
\$ 50,000.00	\$ 15,514.00		- TRANS FROM GEN FUND	43912 00	-	-	-
\$ 22,299.96			- TRANS FROM WATER	43911 21	-	-	-
\$ 22,299.96			- TRANS FROM SEWER	43911 22	-	-	-
\$ 11,100.00			- TRANS FROM STORM	43911 23	-	-	-
\$ 9,732.00			- TRANS FROM STREET	43911 14	-	-	-
\$ 959,699.42	\$ 1,705.74	1,520	TOTAL AEC RESOURCES		5,640	5,640	5,640
\$ 975,213.00			- TRANS TO DEBT SVC	64915 00	-	-	-
\$ -			- CONTINGENCY	69100 00	4,230	4,230	4,230
		1,520	ENDING FUND BALANCE	67910 00	1,410	1,410	1,410
\$ 975,213.00	\$ -	1,520	TOTAL AEC EXPENSES		5,640	5,640	5,640
\$ (15,513.58)	\$ 1,705.74	-	TOTAL FUND		\$ -	\$ -	\$ -

PUBLIC WORKS BUILDING FUND

(2011-12 Budget)

Fund 122/Dept. 00

DESCRIPTION OF PURPOSE/ FUNCTION OF THE DEPARTMENT

State law requires that permit revenues be used only towards operating expenditures of the Public Works Building Department. The Public Works Building Fund ensures that the City of Fairview can account for permit revenues and operating expenditures and therefore demonstrate compliance with state law. The purpose of the Fund follows:

1. Provide and fund a Building Inspection Program as required by state law.
2. Support the Fairview Building Official, plan examiners, and inspectors.
3. Provide expert, timely, coordinated, and cost effective permitting and inspection services.
4. Issue permits, conduct inspections, and approve occupancies.
5. Enforce violations of building codes.
6. Establish an operating reserve fund to cover operating costs during economic down turns and limit general fund transfers.

HOW ITS MANAGED

The Fund is managed by the Public Works Director.

DESCRIPTION OF DEPARTMENT, INCLUDING NUMBER OF PERSONNEL

The Fund is managed by the Public Works Director. Permit Specialist duties are performed by the Public Works Administrative Program Coordinator utilizing 30% of her FTE time.

Building Official, plan examination, and inspection services are currently provided by Building Code Consultancy, a private consulting firm.

ACCOMPLISHMENTS – FISCAL YEAR 2010-11

1. Continued to streamline procedures and increased level of service.

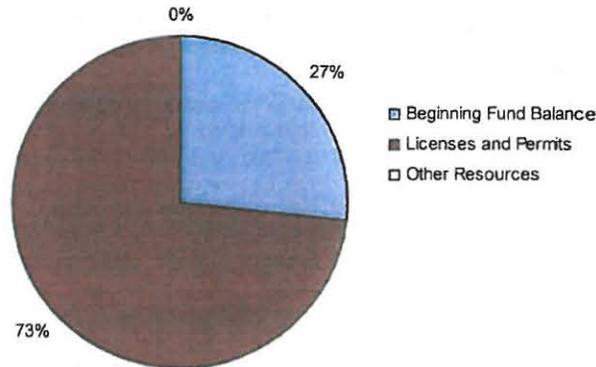
FOCUS/GOALS FOR FISCAL YEAR 2011-12

1. Monthly permit revenues continue to decline. In addition, electrical and mechanical permits applications make up a large proportion of permits. The fee structure for these permits (as set by the state) are often insufficient to cover inspection costs. The means that the general fund will be relied upon until development and construction returns.
2. Continue improvements to the permitting process, interdepartmental coordination, and customer service.
3. Continue efforts to reduce departmental costs while maintaining high levels of service.

FUNDING SOURCES

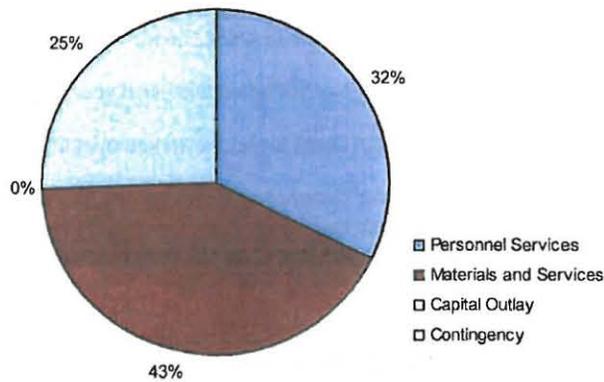
The funding sources for the Public Works Building Fund are permit revenue and General Fund financial support.

Where the Money Comes From



Total Revenues: \$110,733

Where the Money Goes:



Total Expenditures: \$110,733

MAJOR DIFFERENCES BETWEEN FISCAL YEAR 2009-10 AND FISCAL YEAR 2011-12:

There are no major financial differences between these two fiscal years.

Building Fund (122-00)

Beg. Fund Bal.	122-00- 49950	00	Cash carry-over from previous year. Estimate based on current information. This is a new fund for Fiscal Year 2010-2011.
Beg. Fund Bal.- Operating Reserve	122-00- 49950	00	Not budgeted this fiscal year.
CET REVENUE	122-00- 43182	00	Building Fund administrative portion of Construction Excise Tax on new construction.
REYNOLDS CET REVENUE	122-00- 43182	01	Building Fund administrative portion of Reynolds Construction Excise Tax on new construction.
BUILDING PERMITS	122-00- 43202	00	Estimated revenue from the issuance of building permits.
ELECTRICAL PERMITS	122-00- 43203	00	Estimated revenue from the issuance of electrical permits.
PLUMBING PERMITS	122-00- 43204	00	Estimated revenue from the issuance of plumbing permits.
GENERAL GOVT CHARGES	122-00- 43401	00	Not budgeted this fiscal year.
INTEREST-LGIP	122-00- 43611	00	Interest received from State Local Government Investment Pool.
INTEREST ON INVESTMENTS	122-00- 43612	00	Interest received from CD at credit union.
MISC. REVENUE	122-00- 43901	00	Not budgeted this fiscal year.
TRANSFER FROM GF FOR OPERATIONS	122-00- 43914	00	Funds transferred from General Fund for Building Fund operations.
CITY ADMINISTRATOR	122-00- 61101	00	Not budgeted this fiscal year.
FINANCE DIRECTOR	122-00- 61103	00	Not budgeted this fiscal year.
CD DIRECTOR	122-00- 61104	00	Not budgeted this fiscal year.
PW DIRECTOR	122-00- 61104	00	Allocated: Salary based on salary wage schedule.
STAFF	122-00- 61109	00	Allocated: Salary based on salary wages and the labor agreement with the Teamsters' Union.
TEMPORARY HELP	122-00- 61201	00	Not budgeted this fiscal year.
OVERTIME HOURS	122-00- 61301	00	Costs for hours worked over 40 hours per work week.
CELL PHONE ALLOWANCE-EMPLOYEES	122-00- 62002	00	Community Development Director's cell phone allowance.
EMP ASSIST PROGRAM/ FSA FEES	122-00- 62003	00	Costs to provide the Employee Assist Program and FSA Program.
LONGEVITY	122-00- 62004	00	Additional pay based on years of service (for employees hired prior to July 1, 2008 only).
DENTAL INSURANCE	122-00- 62101	00	Dental Insurance provided to employees.
MEDICAL INSURANCE	122-00- 62102	00	Medical Insurance provided to employees.
LIFE INSURANCE	122-00- 62103	00	Life Insurance cost share with employees.
LONG TERM Disability INS	122-00- 62104	00	Long Term Disability Insurance provided to employees.
WORKERS COMP INSURANCE	122-00- 62105	00	Workers' Compensation Insurance expense.
SOCIAL SECURITY (FICA)	122-00- 62201	00	Federal Payroll taxes.
TRI-MET TAX	122-00- 62202	00	Tri-Met payroll taxes.
WBF ASSESSMENT	122-00- 62203	00	Workers Benefit Fund payroll expense.
PERS/OPSRP	122-00- 62301	00	Retirement for employees.
UNEMP. INSURANCE	122-00- 62501	00	Unemployment Payroll taxes.
VACATION BUY-OUT	122-00- 62901	00	Accrued vacation paid out to employees one time per year (40 hours max) or upon employment separation.

**CITY OF FAIRVIEW
Adopted Budget
Fiscal Year 2011-12**

2008-09 Actual	2009-10 Actual	2010-11 Budget	BUILDING FUND (122-00)	4/11/2011 Proposed Budget	4/18/2011 Approved Budget	6/1/2011 Adopted Budget
\$ -			- Beg. Fund Bal.	49950 00	29,549	29,549
			- Beg. Fund Bal.- Operating			
			- Reserve	49950 00	-	-
			<u>LICENSES AND PERMITS</u>			
\$ 5,755.16	\$ 1,443.67	100	CET REVENUE	43182 00	500	500
		40	REYNOLDS CET REVENUE	43182 01	40	40
\$ 100,482.26	\$ 67,485.07	40,000	BUILDING PERMITS	43202 00	57,300	57,300
\$ 17,315.00	\$ 15,110.60	6,800	ELECTRICAL PERMITS	43203 00	9,550	9,550
\$ 18,424.80	\$ 7,054.60	6,000	PLUMBING PERMITS	43204 00	6,650	6,650
			- MECHANICAL PERMITS	43208 00	7,115	7,115
			<u>Charges for Services</u>			
\$ -	\$ -		- GENERAL GOVT CHARGES	43401 00	-	-
			<u>Investment Earnings</u>			
\$ -	\$ -		- INTEREST-LGIP	43611 00	29	29
\$ -	\$ -		- INTEREST ON INVESTMENTS	43612 00	-	-
			<u>Other Financing Sources</u>			
	\$ -		- MISC. REVENUE	43901 00	-	-
			TRANSFER FROM GF FOR			
\$ -	\$ -	35,063	OPERATIONS	43914 00	-	-
\$ 141,977.22	\$ 91,093.94	88,003	TOTAL BUILDING RESOURCES	110,733	110,733	110,733
			<u>Personnel - Salaries and Wages</u>			
			- CITY ADMINISTRATOR	61101 00	-	-
			- FINANCE DIRECTOR	61103 00	-	-
			PW DIRECTOR	61106 00	4,644	4,644
		13,576	CD DIRECTOR	61104 00	-	-
		15,742	STAFF	61109 00	17,640	17,640
			- TEMPORARY HELP	61201 00	-	-
		300	OVERTIME HOURS	61301 00	320	320
			<u>Personnel- Benefits</u>			
			CELL PHONE ALLOWANCE-			
		135	EMPLOYEES	62002 00	45	45
		34	EMP ASSIST PROGRAM	62003 00	28	28
			- LONGEVITY	62004 00	-	-
		548	DENTAL INSURANCE	62101 00	220	220
		5,605	MEDICAL INSURANCE	62102 00	5,494	5,494
		85	LIFE INSURANCE	62103 00	31	31
		85	LONG TERM DISABILITY INS	62104 00	96	96
		162	WORKERS COMP INSURANCE	62105 00	1,319	1,319
		2,253	SOCIAL SECURITY (FICA)	62201 00	1,421	1,421
		211	TRI-MET TAX	62202 00	155	155
		26	WBF ASSESSMENT	62203 00	20	20
		3,459	PERS/OPSRP	62301 00	3,875	3,875
		201	UNEMP. INSURANCE	62501 00	175	175
		295	VACATION BUY-OUT	62901 00	224	224
\$ -	\$ -	42,717	TOTAL PERSONNEL EXPENSES	35,707	35,707	35,707

Building Fund (122-00)

EMPLOYEE RECOGNITION	122-00- 62951	00	
SAFETY AWARD PROGRAM	122-00- 62952	00	Not budgeted this fiscal year.
CONTRACT SERVICES	122-00- 63001	00	Not budgeted this fiscal year.
HR ADMINISTRATION	122-00- 63101	00	Not budgeted this fiscal year.
AUDIT & ACCOUNTING	122-00- 63301	00	Allocated: Costs of annual audit and technical support- Dickey and Tremper, LLC.
LEGAL	122-00- 63302	00	Not budgeted this fiscal year.
IT SERVICES	122-00- 63401	00	Allocated: Mozy Pro, Windows, Smoke and Mirrors Computers, etc.
WEBSITE MANAGEMENT	122-00- 63402	00	Allocated: Monthly expense to maintain re-designed website.
REFUSE/SHREDDING	122-00- 64211	00	Allocated: Costs for shredding confidential documents per Red Flag Rules, Cintas.
BLDG CLEANING SRVCS	122-00- 64231	00	Allocated: Contracted monthly costs for twice weekly janitorial services, Friendly Cleaners.
BLDG REP/MAINT	122-00- 64302	00	Allocated: Costs for repairing and maintaining existing City Hall building and existing City Hall building equipment. (such as elevator, HVAC System, sinks, etc.) Includes yearly maintenance agreements, DOES NOT include monthly fees.
OFFICE EQUIP REP/MAINT	122-00- 64303	00	Not budgeted this fiscal year.
EQUIP RENT	122-00- 64421	00	Allocated: Cost for rental of copier, postage machine and any other equipment needed by the Building Fund.
GENERAL LIAB/PROP INSURANCE	122-00- 65201	00	Not budgeted this fiscal year.
POSTAGE	122-00- 65302	00	Allocated and Direct. Cost for postage for mail general envelopes, etc.
TELEPHONE	122-00- 65303	00	Allocated: Telephone, voice mail, and fax services for City Hall.
PUBLICATIONS	122-00- 65401	00	Not budgeted this fiscal year.
PRINTING	122-00- 65501	00	Costs for professional printing services and design, ie. Letterhead, business cards, etc.
TRAVEL	122-00- 65801	00	Not budgeted this fiscal year.
BANK FEES	122-00- 65901	00	Allocated: Costs for banking services.
MERCHANT FEES	122-00- 65902	00	Allocated: Costs for credit card payment services.
OFFICE SUPPLIES	122-00- 66101	00	General office supplies such as pens, paper, staples, markers, etc.
OPERATING MATERIAL	122-00- 66102	00	Supplies specific to functions of Fund.
BLDG SUPP-CITY HALL	122-00- 66103	00	Allocated: Supplies for City Hall including cleaning products, toilet paper, coffee, etc.
GAS/HEAT	122-00- 66211	00	Allocated: Gas heat for City Hall.
ELECTRICITY	122-00- 66221	00	Allocated: Electricity for City Hall.
CONF-MEALS/LODGING	122-00- 66302	00	Costs for meals and lodging to attend conferences.
DUES/SUB/MEMBERSHIP	122-00- 66501	00	Costs for memberships to professional organizations related to the Building Fund.
TRAINING & CONF.	122-00- 66502	00	Registration costs for conferences and trainings.

CITY OF FAIRVIEW
Adopted Budget
Fiscal Year 2011-12

2008-09 Actual	2009-10 Actual	2010-11 Budget	BUILDING FUND (122-00)	4/11/2011 Proposed Budget	4/18/2011 Approved Budget	6/1/2011 Adopted Budget
			<u>Other Personnel Expenses- Not payroll related</u>			
			- EMPLOYEE RECOGNITION	62951 00	75	75
			- SAFETY AWARD PROGRAM	62952 00	-	-
			<u>Purchased Professional and IT Services</u>			
			- CONTRACT SERVICES	63001 00		
			- HR ADMINISTRATION	63101 00	250	250
			404 AUDIT & ACCOUNTING	63301 00	400	400
			- LEGAL	63302 00	-	-
			- PROPERTY ALARM SERVICES	63305 00	15	15
			1,500 IT SERVICES	63401 00	1,500	1,500
			- WEBSITE MANAGEMENT	63402 00	350	350
			<u>Purchased Property Services</u>			
			17 REFUSE/SHREDDING	64211 00	15	15
			180 BLDG CLEANING SRVCS	64231 00	240	240
			130 BLDG REP/MAINT	64302 00	225	225
			- OFFICE EQUIP REP/MAINT	64303 00	-	-
			466 EQUIP RENT	64421 00	1,035	1,035
			<u>Transfers Out to Other Funds</u>			
			<u>Insurance- Other than payroll related</u>			
			- GENERAL LIAB/PROP INSURANCE	65201 00		
			<u>Operating Expenses- Other</u>			
			200 POSTAGE	65302 00	100	100
			215 TELEPHONE-CH	65303 00	165	165
			- PUBLICATIONS	65401 00	-	-
			- PRINTING	65501 00	50	50
			- TRAVEL	65801 00	-	-
			- BANK FEES	65901 00	360	360
			- MERCHANT FEES	65902 00	120	120
			CREDIT CARD FEES		40	40
			<u>Supplies</u>			
			100 OFFICE SUPPLIES	66101 00	100	100
			50 OPERATING MATERIALS	66102 00	75	75
			40 BLDG SUPP-CH	66103 00	85	85
			28 GAS/HEAT-CH	66211 00	25	25
			431 ELECTRICITY-CH	66221 00	435	435
			250 CONF-MEALS/LODGING	66302 00	100	100
			250 DUES/SUB/MEMBERSHIP	66501 00	150	150
			500 TRAINING & CONF.	66502 00	250	250

Building Fund (122-00)

BLDG INSPECTION SRVCS	122-00- 66905 02	Contracted costs for Building Inspection services from Winstead &
BLDG EQUIPMENT- CITY HALL	122-00- 67402 00	Allocated: Costs for City Hall building equipment.
OFFICE EQUIPMENT	122-00- 67405 00	Allocated and Direct: Costs for new office equipment.
CONTINGENCY	122-00- 69100 00	For unforeseen events- cannot be used without City Council approval.
ENDING FUND BALANCE	122-00- 67910 00	Not budgeted this fiscal year.

CITY OF FAIRVIEW
 Adopted Budget
 Fiscal Year 2011-12

2008-09 Actual	2009-10 Actual	2010-11 Budget	BUILDING FUND (122-00)	4/11/2011 Proposed Budget	4/18/2011 Approved Budget	6/1/2011 Adopted Budget
			<u><i>Building Expenses- Other</i></u>			
		40,500	BLDG INSPECTION SRVCS 66905 02	40,500	40,500	40,500
			<u><i>Capital Outlay</i></u>			
		25	BLDG EQUIPMENT-CH 67402 00	100	100	100
		-	OFFICE EQUIPMENT 67405 00	50	50	50
			<u><i>Ending Fund Balance</i></u>			
		-	CONTINGENCY 69100 00	28,216	28,216	28,216
		-	ENDING FUND BALANCE 67910 00	-	-	-
			TOTAL BUILDING OPERATING EXPENSES	75,026	75,026	75,026
\$ -	\$ -	45,286				
\$ -	\$ -	88,003	TOTAL BUILDING EXPENSES	110,733	110,733	110,733
			TOTAL FUND	-	-	-

GRANT/PROJECT FUND
Fund 123/Dept. 00

(2011-12 Budget)

DESCRIPTION OF PURPOSE/FUNCTION OF THE DEPARTMENT

Identify and track required grant match contributions, grant revenues, and grant expenditures. Identify and track individual capital projects or other program grants/Donations.

HOW ITS MANAGED

Department directors administer budgeted grants and projects.

DESCRIPTION OF DEPARTMENT, INCLUDING NUMBER OF PERSONNEL

Department directors administer budgeted grants and projects.

ACCOMPLISHMENTS – FISCAL YEAR 2010-11

1. Administered the \$460,730 Metro Nature in Neighborhoods local share grant by constructing improvements at Fairview Woods Parks valued at approximately \$99,000.
2. Secured a \$152,000 grant from the Oregon Department of Transportation to construct a sidewalk on the north side of Halsey Street opposite the Reynolds Middle School campus.

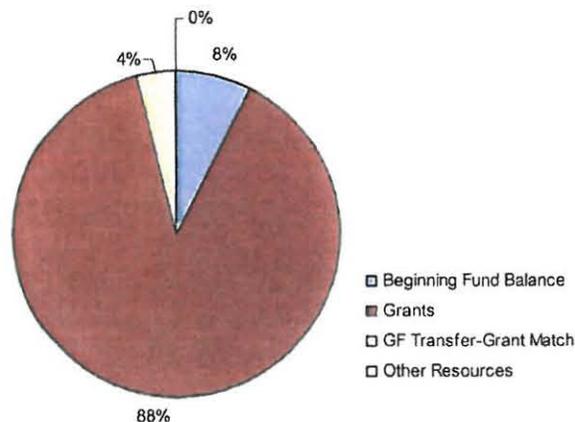
FOCUS/GOALS FOR FISCAL YEAR 2010-11

1. Complete a master plan and improvement plan for Salish Ponds Park. The approved improvements will be funded using the Metro Nature in Neighborhoods local share grant in combination with other potential grants.
2. Maintain matching fund contributions for Fairview's portion of the local share match to construct the 1.8 mile Fairview – Troutdale segment of the 40-Mile Loop. A \$2.3 million grant was awarded to Fairview and the Port of Portland and City of Troutdale grant partners.
3. Pursue CDBG grant funding for ongoing improvements to Historic Old Town.

FUNDING SOURCES

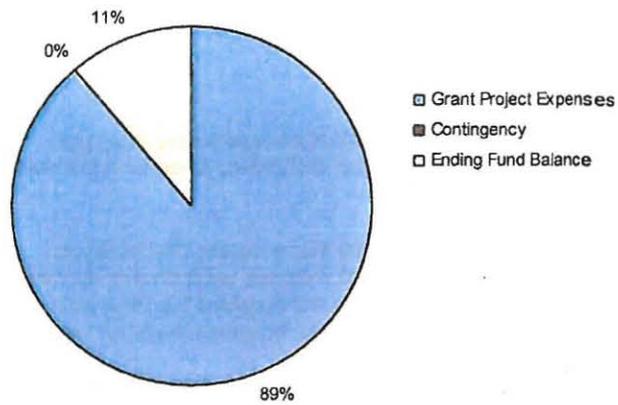
The General Fund and state, federal and local governments provide the resources for this fund.

Where the Money Comes From



Total Revenues: \$661,548

Where the Money Goes:



Total Expenditures: \$661,548

MAJOR DIFFERENCES BETWEEN FISCAL YEAR 2009-10 AND FISCAL YEAR 2011-12:

N/A

Grant/Projects Fund (123-00)

Beg. Fund Bal.	123-00- 49950	00	Not budgeted this fiscal year.
BEGIN FUND BALANCE- HALSEY STREET SIDEWALK PROJECT CITY MATCH	123-00- 49950	00	Designated funds for future Halsey Street sidewalk project.
GRANT PROCEEDS- FEDERAL CDBG GRANT	123-00- 43312	00	Not budgeted this fiscal year.
GRANT PROCEEDS- STATE	123-00- 43341	00	Potential grant funds to finance specified types of City projects.
STATE GRANT- HALSEY STREET SIDEWALK PROJECT	123-00- 43341	01	Not budgeted this fiscal year.
STATE GRANT CITY MATCH CONTRIB.- 40 MILE LOOP	123-00- 43341	02	Designated funds transferred from General Fund Community Development Department for future 40 Mile Loop Project.
LOCAL GOVERNMENT GRANTS	123-00- 43371	00	Not budgeted this fiscal year.
METRO GRANT-NATURE IN NEIGHBORHOODS	123-00- 43372	01	Reimbursement grant from Metro.
OTHER GRANTS	123-00- 43372	00	Not budgeted this fiscal year.
INTEREST-LGIP	123-00- 43611	00	Interest received from State Local Government Investment Pool.
INTEREST ON INVESTMENTS	123-00- 43612	00	Interest received from CD at credit union.
DONATIONS-DESIGNATED PARKS	123-00- 43641	00	Not budgeted this fiscal year.
CDBG GRANT	123-00- 67001	07	Budgeted expenses related to potential receipt of CDBG funds.
STATE GRANT- 40 MILE LOOP	123-00- 67001	02	Not budgeted this fiscal year.
STATE GRANT- HALSEY STREET SIDEWALK PROJECT	123-00- 67001	03	Not budgeted this fiscal year.
LOCAL GRANT PROC. PROJECTS	123-00- 67001	04	Not budgeted this fiscal year.
METRO GRANT-NATURE IN NEIGHBORHOODS	123-00- 67001	05	Budgeted expenses related to Metro Nature in Neighborhoods Grant.
DONATIONS-DESIGNATED PARKS	123-00- 67001	06	Not budgeted this fiscal year.

**CITY OF FAIRVIEW
Adopted Budget
Fiscal Year 2011-12**

2008-09 Actual	2009-10 Actual	2010-11 Budget	<u>GRANT/PROJECTS FUND (123-00)</u>	4/11/2011 Proposed Budget	4/18/2011 Approved Budget	6/1/2011 Adopted Budget
			- Beg. Fund Bal.	49950 00	-	-
			Beg. Fund Bal.-			
	25,000		HALSEY ST SIDEWALK PROJ.	49950 00	25,000	25,000
			Beg. Fund Bal.-			
			40 MILE LOOP PROJ.	49950 00	25,000	25,000
 <u>GRANT PROJECTS</u>						
<u>Federal Grants</u>						
			- CDBG GRANT PROCEEDS- FEDERAL	43312 00	224,000	224,000
 <u>State Grants</u>						
			- GRANT PROCEEDS- STATE	43341 00	-	-
			STATE GRANT- HALSEY STREET			
			- SIDEWALK PROJECT	43341 01	-	-
			STATE GRANT CITY MATCH			
	25,000		CONTRIB.- 40 MILE LOOP	43341 02	25,000	25,000
 <u>Local Grants</u>						
			- LOCAL GOVERNMENT GRANTS	43371 00	-	-
			METRO GRANT-NATURE IN			
	362,043		NEIGHBORHOODS	43372 01	362,043	362,043
 <u>Other Grants</u>						
			- OTHER GRANTS	43372 00	-	-
 <u>Investment Earnings</u>						
			- INTEREST-LGIP	43611 00	500	500
			- INTEREST ON INVESTMENTS	43612 00	5	5
 <u>DONATION PROJECT RESOURCES</u>						
			- DONATIONS-DESIGNATED PARKS	43641 00	-	-
412,043			TOTAL GRANTS/ PROJECTS RESOURCES		661,548	661,548
 <u>GRANT EXPENDITURES</u>						
<u>FEDERAL</u>						
			CDBG GRANT	67001 07	224,000	224,000
 <u>STATE</u>						
			- STATE GRANT- 40 MILE LOOP	67001 02	-	-
			STATE GRANT- HALSEY STREET			
			- SIDEWALK PROJECT	67001 03	-	-
 <u>LOCAL</u>						
			- LOCAL GRANT PROC. PROJECTS	67001 04	-	-
			METRO GRANT-NATURE IN			
	362,043		NEIGHBORHOODS	67001 05	362,043	362,043
 <u>DONATIONS</u>						
			- DONATIONS-DESIGNATED PARKS	67001 06	-	-

Grant/Projects Fund (123-00)

METRO GRANT-NATURE IN NEIGHBORHOODS	123-00- 67910 00	Not budgeted this fiscal year.
STATE GRANT- HALSEY STREET SIDEWALK PROJECT	123-00- 67910 00	Funds designated for specific project.
STATE GRANT- 40 MILE LOOP	123-00- 67910 00	Funds designated for specific project.
CONTINGENCY	123-00- 69100 00	For unforeseen events- cannot be used without City Council approval.

CITY OF FAIRVIEW
 Adopted Budget
 Fiscal Year 2011-12

2008-09 Actual	2009-10 Actual	2010-11 Budget	<u>GRANT/PROJECTS FUND (123-00)</u>	<u>4/11/2011 Proposed Budget</u>	<u>4/18/2011 Approved Budget</u>	<u>6/1/2011 Adopted Budget</u>
<u>PROJECT ENDING BALANCES</u>						
METRO GRANT-NATURE IN						
			- NEIGHBORHOODS	67910 00	-	-
			STATE GRANT- HALSEY STREET			
	25,000		SIDEWALK PROJECT	67910 00	25,000	25,000
	25,000		STATE GRANT- 40 MILE LOOP	67910 00	50,000	50,000
			- CONTINGENCY	69100 00	505	505
		412,043	TOTAL GRANTS/PROJECTS EXPENSES	661,548	661,548	661,548
		-	TOTAL FUND	-	-	-

PUBLIC WORKS STATE TAX STREET FUND

(2011-12 Budget)

Fund 124/Dept. 00

DESCRIPTION OF PURPOSE/ FUNCTION OF THE DEPARTMENT

The Public Works State Tax Street Fund provides equipment and services to maintain the City's streets and alley ways. This fund includes payment for services to Multnomah County for street sweeping, annual striping, periodic crack sealing and shoulder repair. This fund also purchases signs, barricades, gravel and other equipment specific to street repair and maintenance. As improvement moneys accumulate, the pavement overlay program is also funded out of this project.

HOW ITS MANAGED

The Public Works Director manages this fund. The Department Director approves purchases and/or purchase orders. Overlay projects are typically managed by Multnomah County (in conjunction with other East County overlay projects) with assistance from the City.

DESCRIPTION OF DEPARTMENT, INCLUDING NUMBER OF PERSONNEL

The Public Works Director manages 9 funds and 2 departments within General Fund. There are fourteen full time equivalent employees in Public Works. Several Public Works employees split their time among several areas of responsibility which fall across the nine (9) funds and two (2) departments. The PW Director allocates (per the budget) approximately 15% of his time to PW State Tax Street Fund and eleven (11) staff members allocate the equivalent of 1.17 FTE to PW State Tax Street Fund.

ACCOMPLISHMENTS - FISCAL YEAR 2010-11

1. Installation of new high intensity STOP signs around town.
2. Completed the Phase 3 Sidewalk projects with sidewalks on the west side of 3rd Street from Fairview Elementary School south to the Community Center.
3. Constructed a pavement overlay on Lincoln Street from 223rd Ave to 7th Street.
4. Completed the first phase of the Pavement Management Program. This project consisted of a chip seal on 205th from Sandy to I-84 and I-84 to Halsey and slurry seal applications in the Fairview Lake Estates area as well as Creekside, Matney, 230th, 229th, and 228th Court.

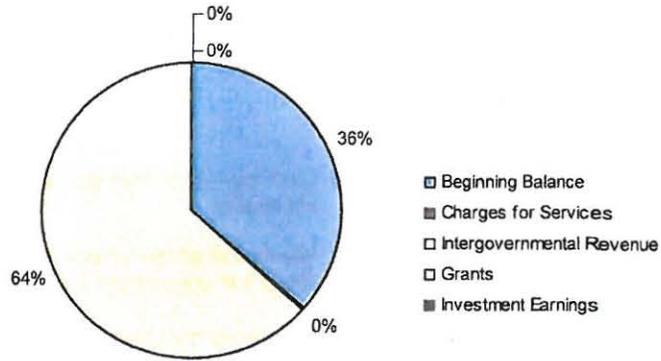
FOCUS/GOALS FOR FISCAL YEAR 2011-12

1. Continue upgrading street signs around town to high intensity to comply with state standards.
2. Replace the old 4" street signs to 6" signs on roads with speeds above 25 MPH to comply with state standards.
3. Continue the pavement preservation program with guidance from the Pavement Management Program Budget Options Report. (~118,000)

FUNDING SOURCES

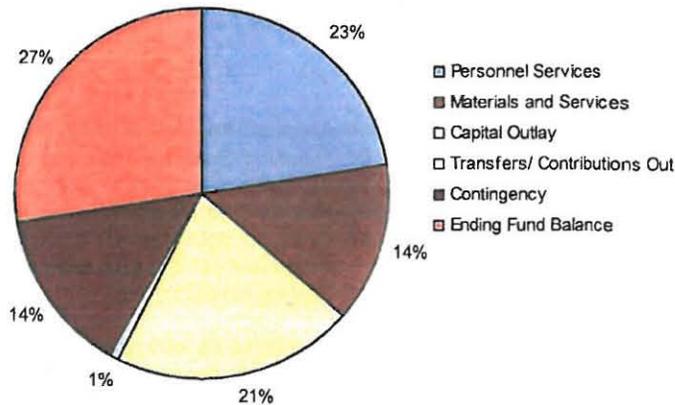
The fund sources for the Street Fund are primarily State Shared Revenue (State Gas Tax), County Shared Revenue, and grants.

Where the Money Comes From:



Total Revenue: \$789,121

Where the Money Goes:



Total Expenditures: \$789,121

MAJOR DIFFERENCES BETWEEN FISCAL YEAR 2010-11 AND FISCAL YEAR 2011-12:

The street maintenance program will be more active in 2011 than in 2010. No other significant differences are anticipated between these two fiscal years.

FUND STATUS (Overall)

Contributions to this fund from the State Gas Tax remained basically neutral. The Public Works Director will be fiscally responsible and spend no more than is needed to administer effective fund operations as approved by the City Administrator and City Council.

PW Street Fund (124-00)

Beg. Fund Bal.	124-00- 49950	00	Cash carry-over from previous year. Estimate based on current information.
RIGHT OF WAY PERMITS	124-00- 43221	00	Fee for inspection for work completed in city right-of-way (i.e, water and sewer line connections and other utility work).
COUNTY SHARED REV.	124-00- 43301	05	Annual pay from Multnomah County for roads.
STATE SHARED REV. (GAS TAX)	124-00- 43301	06	Distribution from state gas tax based on population. (9740)
GRANT PROCEEDS-FEDERAL	124-00- 43312	00	Not budgeted this fiscal year.
GRANT PROCEEDS-STATE	124-00- 43341	00	Not budgeted this fiscal year.
GENERAL GOVT CHARGES	124-00- 43401	00	Revenue for other Street Fund operations.
INTEREST-LGIP	124-00- 43611	00	Interest received from State Local Government Investment Pool.
INTEREST ON INVESTMENTS	124-00- 43612	00	Interest received from CD at Oregon Credit Union.
MISC. REVENUE	124-00- 43901	00	Revenue from other Street Fund activities not elsewhere classified.
MAYOR'S STIPEND	124-00- 61001	00	Allocated: Mayors stipend paid on a monthly basis.
CITY ADMINISTRATOR	124-00- 61101	00	Allocated: Salary per contract.
FINANCE DIRECTOR	124-00- 61103	00	Allocated: Salary based on salary wage schedule.
PW DIRECTOR	124-00- 61106	00	Allocated: Salary based on salary wage schedule.
STAFF	124-00- 61109	00	Allocated: Salary based on salary wage schedule and the labor agreement with the Teamsters' Union.
TEMPORARY HELP	124-00- 61201	00	Cost for temporary help.
OVERTIME HOURS	124-00- 61301	00	Cost for hours worked over 40 hours per work week.
CALL OUT PAY	124-00- 61302	00	Extra costs per non-working shift for on-call employees per Teamsters' contract.
CELL PHONE ALLOWANCE-EMPLOYEES	124-00- 62002	00	Cell phone allowance for authorized employees.
EMP ASSIST PROGRAM/ FSA FEES	124-00- 62003	00	Costs to provide the Employee Assist Program and FSA Program.
LONGEVITY	124-00- 62004	00	Additional pay based on years of service (for employees hired prior to July 1, 2008 only).
DENTAL INSURANCE	124-00- 62101	00	Dental Insurance provided to employees.
MEDICAL INSURANCE	124-00- 62102	00	Medical Insurance provided to employees.
LIFE INSURANCE	124-00- 62103	00	Life Insurance cost share with employees.
LONG TERM Disability INS	124-00- 62104	00	Long Term Disability Insurance provided to employees.
WORKERS COMP INSURANCE	124-00- 62105	00	Workers' Compensation Insurance expense.
SOCIAL SECURITY (FICA)	124-00- 62201	00	Federal payroll taxes.
TRI-MET TAX	124-00- 62202	00	Tri-Met payroll taxes.
WBF ASSESSMENT	124-00- 62203	00	Workers' Benefit Fund payroll tax.
PERS/OPSRP	124-00- 62301	00	Retirement for employees.
UNEMP. INSURANCE	124-00- 62501	00	Unemployment payroll tax.
VACATION BUY-OUT	124-00- 62901	00	Accrued vacation paid out to employees one time per year (40 hour max) or upon employment separation.

**CITY OF FAIRVIEW
Adopted Budget
Fiscal Year 2011-12
PW- STREET FUND
(124-00)**

2008-09 Actual	2009-10 Actual	2010-11 Budget		4/11/2011 Proposed Budget	4/18/2011 Approved Budget	6/1/2011 Adopted Budget
\$ 316,626.00	\$ 191,504.00	32,698	Beg. Fund Bal.	49950 00	287,276	287,276
\$ 1,125.00	\$ 1,025.00	1,250	Charges for Services RIGHT OF WAY PERMITS	43221 00	1,250	1,250
\$ 11,135.11	\$ 11,449.93	11,500	Intergovernmental Revenue COUNTY SHARED REV.	43301 05	11,675	11,675
\$ 374,057.06	\$ 404,262.97	487,390	STATE SHARED REV. (GAS TAX)	43301 06	488,000	488,000
\$ 60,000.00	\$ 46,700.00	-	Grants- (transferred to Grant Fund) GRANT PROCEEDS-FEDERAL	43312 00	-	-
\$ -	\$ -	-	GRANT PROCEEDS-STATE	43341 00	-	-
\$ 985.00	\$ 135.00	100	Charges for Services GENERAL GOVT CHARGES	43401 00	-	-
\$ 5,033.13	\$ 810.22	710	Investment Earnings INTEREST-LGIP	43611 00	900	900
\$ -	\$ -	-	INTEREST ON INVESTMENTS	43612 00	20	20
\$ -	\$ -	-	Other Financing Sources MISC. REVENUE	43901 00	-	-
\$ 768,961.30	\$ 655,887.12	533,648	TOTAL STREET RESOURCES		789,121	789,121
			Personnel- Salaries and Wages			
			240 MAYOR'S STIPEND	61001 00	240	240
			9,557 CITY ADMINISTRATOR	61101 00	10,000	10,000
			4,460 FINANCE DIRECTOR	61103 00	4,645	4,645
			11,081 PW DIRECTOR	61106 00	9,285	9,285
			80,426 STAFF	61109 00	81,310	81,310
			2,220 TEMPORARY HELP	61201 00	4,120	4,120
			2,067 OVERTIME HOURS	61301 00	1,705	1,705
			1,442 CALL OUT PAY	61302 00	870	870
			Personnel- Benefits			
			CELL PHONE ALLOWANCE-			
			405 EMPLOYEES	62002 00	495	495
			28 EMP ASSIST PROGRAM	62003 00	55	55
			1,095 LONGEVITY	62004 00	1,215	1,215
			2,458 DENTAL INSURANCE	62101 00	1,110	1,110
			25,159 MEDICAL INSURANCE	62102 00	27,770	27,770
			360 LIFE INSURANCE	62103 00	145	145
			360 LONG TERM DISABILITY INS	62104 00	450	450
			2,100 WORKERS COMP INSURANCE	62105 00	2,640	2,640
			8,623 SOCIAL SECURITY (FICA)	62201 00	7,940	7,940
			770 TRI-MET TAX	62202 00	755	755
			119 WBF ASSESSMENT	62203 00	114	114
			13,122 PERS/OPSRP	62301 00	20,945	20,945
			788 UNEMP. INSURANCE	62501 00	812	812
			1,089 VACATION BUY-OUT	62901 00	1,070	1,070
\$ -	\$ -	167,969	TOTAL PERSONNEL EXPENSES		177,691	177,691

PW Street Fund (124-00)

EMPLOYEE RECOGNITION	124-00- 62951	00	
SAFETY AWARD PROGRAM	124-00- 62952	00	Not budgeted this fiscal year.
UNIFORMS	124-00- 62953	00	Costs of uniforms for Public Works Street employees. Includes work pants, shirts, jackets, safety boots, rain gear, gloves and safety apparel.
CONTRACT SERVICES	124-00- 63001	00	Costs for contracted professional services related to City Streets (Traffic
HR ADMINISTRATION	124-00- 63101	00	Allocated: Helen Trowle and other expenses that benefit all departments and funds. Some expenses directly related are not allocated.
AUDIT & ACCOUNTING	124-00- 63301	00	Allocated: Costs of annual audit and technical support- Dickey and Tremper, LLC.
LEGAL	124-00- 63302	00	Allocated: City legal services-Beery, Elsner, and Hammond, LLC.
ARCHITECTURAL/DESIGN ENGINEERING	124-00- 63303	00	Costs for professional services to provide architectural design engineering services,
ENGINEERING AND MAPS	124-00- 63304	00	Costs for contracted professional services related to City Streets (Traffic Engineering)
PROPERTY ALARM SERVICES	124-00- 63305	00	Allocated: Costs for monthly alarm system monitoring.
IT SERVICES	124-00- 63401	00	Allocated: Mozy Pro, Windows, Smoke and Mirrors Computers, etc.
WEBSITE MANAGEMENT	124-00- 63402	00	Allocated: Monthly expense to maintain re-designed website.
REFUSE/ SHREDDING	124-00- 64211	00	Allocated: Costs for shredding confidential documents per Red Flag Rules, Cintas.
BLDG CLEANING SRVCS	124-00- 64231	00	Allocated: Contracted monthly costs for twice weekly janitorial services, Friendly Cleaners.
VEHICLE MAINT/REP	124-00- 64301	00	Costs associated with maintaining Public Works vehicle fleet. Includes oil changes, tires, etc.
BLDG REP/MAINT	124-00- 64302	00	Allocated: Costs for repairing and maintaining existing City Hall building and existing City Hall building equipment (such as elevator, HVAC System, sinks, etc.). Includes yearly maintenance agreements. Also costs for repairs to City Shop buildings.
OFFICE EQUIP REP/MAIN	124-00- 64303	00	Allocated: Costs for the repair and maintenance of office equipment. Includes copiers, faxes, typewriters, printers, etc.) Includes yearly maintenance agreements, DOES NOT include monthly fees.
EQUIP REP/MAINT	124-00- 64304	00	Cost for the repair of equipment and machinery needed to carry out the functions of the Street Fund.
RENT EXPENSE-TO GF	124-00- 64411	00	Costs for office space in City Hall.
EQUIP RENT EXP	124-00- 64421	00	Allocated: Costs for rental of copier and postage machine and any other office equipment rental. Also includes rental of equipment necessary to carry out the functions of the Street Fund.
ER CONTRIBUTION	124-00- 64916	08	Transfer to Equipment Replacement Fund for future capital outlay purchases.
FM CONTRIBUTION	124-00- 64917	08	Funds transferred to Facilities Maintenance Fund for future capital outlay purchases related to the City Hall Building.
EXPENSE REIMB. TO OTHER FUNDS	124-00- 00000	00	
GENERAL LIAB/PROP INSURANCE	124-00- 65201	00	Allocated: Property, General Liability, and Auto Insurance.
POSTAGE	124-00- 65302	00	Allocated and direct. Costs for postage to mail general envelopes, etc.
TELEPHONE	124-00- 65303	00	Allocated: Telephones, voice mail, and fax services for City Hall.
TELEPHONE- SHOPS	124-00- 65303	01	Allocated: Telephones, voice mail, and fax services for the City Shops.
PUBLICATIONS	124-00- 65401	00	Costs for publishing ads in newspaper, magazines, and other publications.
PRINTING	124-00- 65501	00	Costs for professional printing and design services for business cards, letter head, etc.
TRAVEL- MEETINGS/ERRANDS	124-00- 65801	00	Reimbursement costs for staff travel to attend local meetings or run local errands.

PW Street Fund (124-00)

BANK FEES	124-00- 65901	00	Allocated: Costs for banking services.
MERCHANT FEES	124-00- 65902	00	Allocated: Costs for credit card payment services.
OFFICE SUPPLIES	124-00- 66101	00	General office supplies such as pens, paper, staples, markers, etc.
OPERATING MATERIAL	124-00- 66102	00	Street system maintenance items, (i.e, signs, barricades, posts, asphalt, concrete, rock, gravel, paint, etc.)
BLDG SUPP-CITY HALL	124-00- 66103	00	Allocated: Supplies for City Hall including cleaning products, toilet paper, coffee, etc.
BLDG SUPP-SHOPS	124-00- 66104	00	Allocated: Supplies for City Shops including cleaning products, toilet paper, coffee, etc.
GAS/HEAT-CH	124-00- 66211	00	Allocated: Gas heat for City Hall.
GAS/HEAT-SHOPS	124-00- 66211	01	Allocated: Gas heat for the City Shops.
ELECTRICITY	124-00- 66221	00	Allocated: Electricity for City Hall.
ELECTRICITY- CITY SHOPS	124-00- 66221	01	Allocated: Electricity for the City Shops.
FUEL	124-00- 66261	01	Allocated: Costs for fuel for the Public Works Fleet and equipment.
MEETING ATTENDANCE- PWD	124-00- 66301	00	Costs for meals and lodging to attend meetings by the Public Works Director.
CONF-MEALS/LODGING	124-00- 66302	00	Costs for meals and lodging to attend conferences.
DUES/SUB/MEMBERSHIP	124-00- 66501	00	Costs for dues and memberships to professional organizations.
TRAINING & CONF.	124-00- 66502	00	Registration costs for conferences and trainings.
SMALL TOOLS/MINOR EQUIP	124-00- 66651	00	Costs for small tools less than \$1000 each.
STREET MAINT. SERVICES	124-00- 66904	01	Work completed by Multnomah County on City streets (routine road maintenance: sweeping, stripping, crack-seal, etc).
STREET LIGHTS	124-00- 66904	05	Cost of street lights on all City properties.
STREET IMPROVEMENTS	124-00- 67301	01	Improvements to City streets.
TRAFFIC CALMING	124-00- 67301	02	Traffic calming devices (i.e, speed bumps).
FOOT PATHS AND BIKE TRAILS	124-00- 67301	04	State required 1% of Gas Tax for footpaths and bike trails.
TRANSPORTATION IMPROVEMENTS	124-00- 67301	03	Not budgeted this fiscal year.
EQUIPMENT-STREET	124-00- 67401	00	For purchases of public works equipment used to carry out the functions of the street department.
BLDG EQUIPMENT- CITY HALL	124-00- 67402	00	Allocated: Costs for City Hall Building Equipment.
BLDG EQUIPMENT-CITY SHOPS	124-00- 67404	00	Allocated: Costs for City Shops Building Equipment.
OFFICE EQUIPMENT	124-00- 67405	00	Not budgeted this fiscal year.
CONTINGENCY	124-00- 69100	00	For unforeseen events and cannot be used without City Council approval.
ENDING FUND BALANCE	124-00- 67910	00	Unappropriated funds.

**CITY OF FAIRVIEW
Adopted Budget
Fiscal Year 2011-12**

2008-09 Actual	2009-10 Actual	2010-11 Budget	PW- STREET FUND (124-00)	4/11/2011 Proposed Budget	4/18/2011 Approved Budget	6/1/2011 Adopted Budget		
			1,200 BANK FEES	65901 00	3,000	3,000	3,000	
			400 MERCHANT FEES	65902 00	295	295	295	
			25 CREDIT CARD FEES	65903 00	90	90	90	
			<u>Other Purchased Services</u>					
			500 OFFICE SUPPLIES	66101 00	350	350	350	
\$ 16,705.45	\$ 15,552.25		14,000 OPERATING MATERIALS	66102 00	14,000	14,000	14,000	
			140 BLDG SUPP-CH	66103 00	192	192	192	
			500 BLDG SUPP-CS	66104 00	300	300	300	
			18 GAS/HEAT-CH	66211 00	25	25	25	
			200 GAS/HEAT-CS	66211 01	175	175	175	
			1,885 ELECTRICITY-CH	66221 00	2,185	2,185	2,185	
			140 ELECTRICITY-CS	66221 01	340	340	340	
			2,200 FUEL	66261 01	3,000	3,000	3,000	
			<u>Operating Expenses- Other</u>					
			- MEETING ATTENDANCE- PWD	66301 00	50	50	50	
			1,000 CONF-MEALS/LODGING	66302 00	1,000	1,000	1,000	
			1,525 DUES/SUB/MEMBERSHIP	66501 00	975	975	975	
			1,045 TRAINING & CONF.	66502 00	1,000	1,000	1,000	
			<u>Street Expenses- Other</u>					
			2,000 SMALL TOOLS/MINOR EQUIP	66651 00	2,000	2,000	2,000	
\$ 19,848.74	\$ 14,721.91		20,000 STREET MAINT. SERVICES	66904 01	20,000	20,000	20,000	
			4,370 STREET LIGHTS	66904 05	4,545	4,545	4,545	
\$ 241,103.99	\$ 288,045.77		120,000 STREET IMPROVEMENTS	67301 01	150,000	150,000	150,000	
\$ -			5,000 TRAFFIC CALMING	67301 02	5,000	5,000	5,000	
\$ 22,670.64			8,600 FOOT PATHS AND BIKE TRAILS	67301 04	8,600	8,600	8,600	
\$ 3,236.03			TRANSPORTATION IMPROVEMENTS	67301 03	-	-	-	
\$ 574,608.52	\$ 565,657.86	245,874	TOTAL MATERIALS AND SERVICES		278,440	278,440	278,440	
			<u>Capital Outlay</u>					
\$ 2,849.04			- EQUIPMENT-STREET	67401 00	500	500	500	
			50 BLDG EQUIPMENT-CH	67402 00	250	250	250	
			- BLDG EQUIPMENT-CS	67404 00	250	250	250	
			- OFFICE EQUIPMENT	67405 00	-	-	-	
\$ 2,849.04	\$ -	50	TOTAL CAPITAL OUTLAY		1,000	1,000	1,000	
			<u>Other Requirements</u>					
\$ -	\$ -		13,996 CONTINGENCY	69100 00	114,000	114,000	114,000	
			<u>Ending Fund Balance</u>					
\$ -	\$ -		105,759 ENDING FUND BALANCE	67910 00	217,990	217,990	217,990	
\$ -	\$ -	119,755	TOTAL OTHER REQUIREMENTS		331,990	331,990	331,990	
\$ 577,457.56	\$ 565,657.86	533,648	TOTAL PW-STREET EXPENSES		789,121	789,121	789,121	
\$ 191,503.75	\$ 90,229.26	-	TOTAL FUND		\$ -	\$ -	\$ -	

SDC-WATER FUND

(2011-12 Budget)

Fund 131/Dept. 00

DESCRIPTION OF PURPOSE/ FUNCTION OF THE DEPARTMENT

The SDC Water Fund helps pay for projects listed in the City's Water Master Plan. This fund works in conjunction with the Water Fund to pay for improvements to the City's water system. As defined, this fund is restricted to capital improvements that increase water capacity.

HOW ITS MANAGED

The Public Works Director manages this fund in conjunction with the Capital Improvement Program adopted by the City Council.

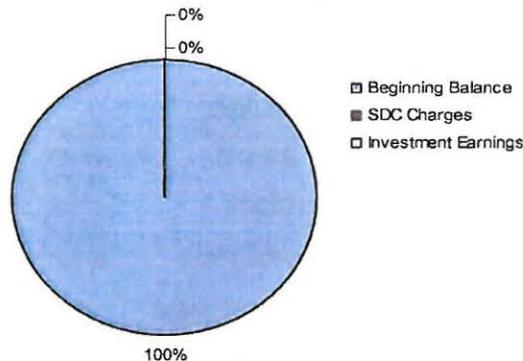
DESCRIPTION OF DEPARTMENT, INCLUDING NUMBER OF PERSONNEL

N/A

FUNDING SOURCES

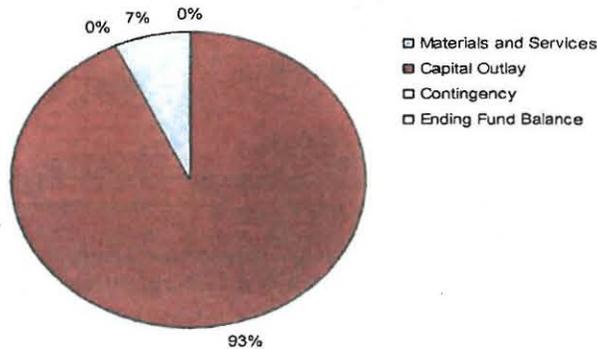
System Development Charges paid by developers and builders fund this account. The amount charged is set by the City Council and automatically increases each year by the rate of inflation for construction as reported in the *Engineering News Record*, published by McGraw-Hill Companies as the Construction Cost Index.

Where the Money Comes From:



Total Revenue: \$353,775

Where the Money Goes:



Total Expenditures: \$353,775

ACCOMPLISHMENTS – FISCAL YEAR 2010-11

1. Decommissioning of Well #3.
2. Review Automated Meter Reading System.
3. Completed Well #9.

FOCUS/GOALS FOR FISCAL YEAR 2011-12

1. No new capital projects are envisaged in 2011-12

MAJOR DIFFERENCES BETWEEN FISCAL YEAR 2009-10 AND FISCAL YEAR 2011-12

Due to Well #9 matching funds expenses, projects for the upcoming fiscal year have been placed on hold. No other significant differences are anticipated between these two fiscal years.

FUND STATUS (Overall)

As growth in the City slows, so do the contributions to the City's System Development Charges fund. Previously, major water projects (Well #8 and Reservoir #3) have been completely funded from the two Water SDC Funds along with the Water Enterprise Fund. However, a severe slow down in development and building has limited system development contributions to these funds.

The SDC Water Fund is functioning as intended; collecting System Development Charges with each water-related development in Fairview. With slowing growth in the City of Fairview staff has estimated no SDC contributions to the SDC Water Funds for FY 2011-12.

In all cases, the Public Works Director will be fiscally responsible and spend no more than is needed to administer effective departmental operations as approved by the City Administrator and City Council.

SDC Water Fund (131-00)

Beg. Fund Bal.	131-00- 49950	00	Cash carry-over from previous year. Estimate based on current information.
SYS. DEVE. CHARGE	131-00- 43191	00	Not budgeted this fiscal year.
INTEREST- LGIP	131-00- 43611	00	Interest received from State Local Government Investment Pool.
INTEREST ON INVESTMENTS	131-00- 43612	00	Interest received from CD at Oregon Credit Union.
MISC. REVENUE	131-00- 43901	00	Not budgeted this fiscal year.
CONTRACT SERVICES	131-00- 63001	00	Not budgeted this fiscal year.
ADMINISTRATIVE COSTS	131-00- 63102	00	Cost from General Fund for the accounting and administration of SDC Water Fund.
WTR SYS IMPROVEMENTS	131-00- 67302	00	Water system infrastructure system capacity increasing projects.
TRANSFER TO WATER FUND	131-00- 00000	00	Not budgeted this fiscal year.
CONTINGENCY	131-00- 69100	00	For unforeseen events and cannot be used without City Council approval.
ENDING FUND BALANCE	131-00- 67910	00	Unappropriated funds.

CITY OF FAIRVIEW
Adopted Budget
Fiscal Year 2011-12

			SDC WATER FUND (131-00)				
2008-09 Actual	2009-10 Actual	2010-11 Budget			4/11/2011 Proposed Budget	4/18/2011 Approved Budget	6/1/2011 Adopted Budget
\$ 327,029.50	\$ 339,666.00	353,707	Beg. Fund Bal.	49950 00	353,741	353,741	353,741
			<u>Charges for Services</u>				
\$ 32,828.00	\$ 11,731.98	-	SYS. DEVE. CHARGE	43191 00	-	-	-
			<u>Investment Earnings</u>				
\$ 6,831.54	\$ 2,309.38	34	INTEREST- LGIP	43611 00	34	34	34
\$ -	\$ -	-	INTEREST ON INVESTMENTS	43612 00	-	-	-
			<u>Other Financing Sources</u>				
\$ -	\$ -	-	MISC. REVENUE	43901 00	-	-	-
\$ 366,689.04	\$ 353,707.36	353,741	TOTAL SDC WATER RESOURCES		353,775	353,775	353,775
			<u>Purchased Professional Services</u>				
\$ -	\$ -	-	CONTRACT SERVICES	63001 00	-	-	-
\$ 600.00	\$ -	200	ADMINISTRATIVE COSTS	63102 00	200	200	200
			<u>Capital Outlay</u>				
\$ -	\$ -	353,541	WTR SYS IMPROVEMENTS	67302 00	328,575	328,575	328,575
\$ 26,423.00	\$ -	-	TRANSFER TO WATER FUND	00000 00	-	-	-
			<u>Ending Fund Balance</u>				
\$ -	\$ -	-	CONTINGENCY	69100 00	-	-	-
\$ -	\$ -	-	ENDING FUND BALANCE	67910 00	25,000	25,000	25,000
\$ 27,023.00	\$ -	353,741	TOTAL SDC WATER EXPENSES		353,775	353,775	353,775
\$ 339,666.04	\$ 353,707.36	-	TOTAL FUND		\$ -	\$ -	\$ -

SDC-SEWER FUND
Fund 132/Dept. 00

(2011-12 Budget)

DESCRIPTION OF PURPOSE/ FUNCTION OF THE DEPARTMENT

The SDC Sewer Fund helps pay for projects listed in the City's Capital Improvement Fund. This fund works in conjunction with the Sewer Fund; together these funds pay for improvements to the City's sewer system. As defined, this fund is restricted to capital improvements that increase sewer capacity. Money in this fund is used for projects listed in the City's Capital Improvement Program.

HOW ITS MANAGED

The Public Works Director manages this fund in conjunction with the Capital Improvement Program adopted by City Council.

DESCRIPTION OF DEPARTMENT, INCLUDING NUMBER OF PERSONNEL

N/A

ACCOMPLISHMENTS - FISCAL YEAR 2010-11

1. Staff continued to monitor the winter monthly sanitary sewer flows from the Harrison and Lincoln Street Sewer Replacement Projects and monitoring two additional sites in Old Town in preparation for Phase 3 of the I/I Reduction Program. The Phase 3 project has been determined to be the Cedar Street Sewer line and is scheduled to be designed during the Spring of 2011. All funding for this project will come from the Sanitary Sewer Enterprise Fund.

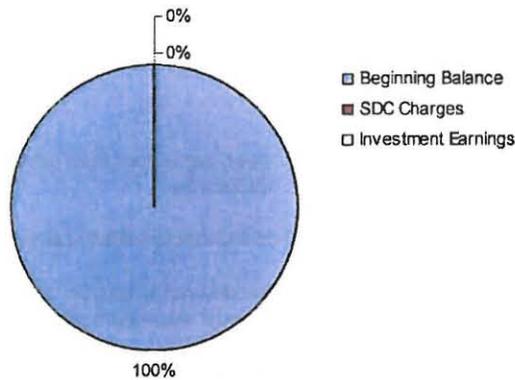
FOCUS/GOALS FOR FISCAL YEAR 2011-12

1. Staff will continue to monitor sanitary sewer flows from both old and recently replaced pipe. By observing and analyzing the amount of inflow and infiltration to the system, staff will be able to make decisions regarding future pipe replacement programs.
2. The Cedar Street Sewer line will be constructed in the Fall of 2011.

FUNDING SOURCES

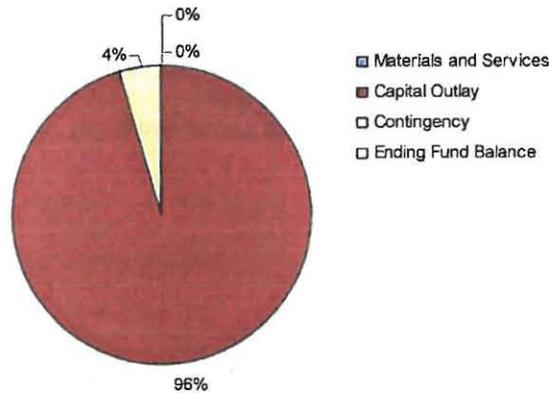
System Development Charges paid by developers and builders fund this account. The amount charged is set by the City Council and automatically increases each year by the rate of inflation for construction as reported in the Engineering News Record, published by McGraw-Hill Companies as the Construction Cost Index.

Where the Money Comes From:



Total Revenue: \$571,840

Where the Money Goes:



Total Expenditures: \$571,840

MAJOR DIFFERENCES BETWEEN FISCAL YEAR 2009-10 AND FISCAL YEAR 2011-12:

No significant differences are anticipated between these two fiscal years.

FUND STATUS (Overall)

The SDC Sewer Fund is functioning as intended; collecting System Development Charges with each sewer-related development in Fairview. With slowing growth in Fairview, the corresponding resources will decline which will make paying for capital projects more challenging. For FY 2011-12 staff assumed no contribution to the fund due to little or no projected growth.

In all cases, the Public Works Director will be fiscally responsible and spend no more than is needed to administer effective departmental operations as approved by the City Administrator and City Council.

SDC Sewer Fund (132-00)

Beg. Fund Bal.	132-00- 49950	00	Cash carry-over from previous year. Estimate based on current information.
SYS. DEVE. CHARGE	132-00- 43191	00	Not budgeted this fiscal year.
INTEREST-LGIP	132-00- 43611	00	Interest received from State Local Government Investment Pool.
INTEREST ON INVESTMENTS	132-00- 43612	00	Interest received from CD at Oregon Credit Union.
MISC. REVENUE	132-00- 43901	00	Not budgeted this fiscal year.
CONTRACT SERVICES	132-00- 63001	00	Not budgeted this fiscal year.
ADMINISTRATIVE COSTS	132-00- 63102	00	Cost from General Fund for the accounting and administration of SDC Sewer Fund.
SEWER SYST. IMPROVEMENTS	132-00- 67302	00	Sewer infrastructure system capacity increasing projects.
CONTINGENCY	132-00- 69100	00	For unforeseen events and cannot be used without City Council approval.
ENDING FUND BALANCE	132-00- 67910	00	Unappropriated funds.

CITY OF FAIRVIEW
Adopted Budget
Fiscal Year 2011-12

2008-09 Actual		2009-10 Actual		2010-11 Budget		SDC SEWER FUND (132-00)		4/11/2011 Proposed Budget	4/18/2011 Approved Budget	6/1/2011 Adopted Budget
\$	526,249.23	\$	559,386.00		566,102	Beg. Fund Bal.	49950 00	571,264	571,264	571,264
<u>Charges for Services</u>										
\$	21,956.00	\$	2,401.00		-	SYS. DEVE. CHARGE	43191 00	-	-	-
<u>Investment Earnings</u>										
\$	11,180.61	\$	3,816.01		5,661	INTEREST-LGIP	43611 00	571	571	571
\$	-	\$	-		-	INTEREST ON INVESTMENTS	43612 00	5	5	5
<u>Other Financing Sources</u>										
\$	-	\$	-		-	MISC. REVENUE	43901 00	-	-	-
\$	559,385.84	\$	565,603.01		571,763	TOTAL SDC SEWER RESOURCES		571,840	571,840	571,840
<u>Purchased Professional Services</u>										
\$	-	\$	-		-	CONTRACT SERVICES	63001 00	-	-	-
\$	-	\$	-		200	ADMINISTRATIVE COSTS	63102 00	200	200	200
<u>Capital Outlay</u>										
\$	-	\$	-		-	SEWER SYST. IMPROVEMENTS	67302 00	546,640	546,640	546,640
<u>Ending Fund Balance</u>										
\$	-	\$	-		100,000	CONTINGENCY	69100 00	25,000	25,000	25,000
\$	-	\$	-		471,563	ENDING FUND BALANCE	67910 00	-	-	-
\$	-	\$	-		571,763	TOTAL SDC SEWER EXPENSES		571,840	571,840	571,840
\$	559,385.84	\$	565,603.01		-	TOTAL FUND		-	-	-

SDC-STORM WATER FUND

(2011-12 Budget)

Fund 133/Dept. 00

DESCRIPTION OF PURPOSE/ FUNCTION OF THE DEPARTMENT

The Storm Water Improvement Fund helps pay for projects listed in the City's Consolidated Storm Water Master Plan. This fund works in conjunction with the Storm Water Fund. Together these funds pay for improvements to the City's storm water system.

HOW ITS MANAGED

The Public Works Director manages this fund in conjunction with the Capital Improvement Program adopted by City Council.

DESCRIPTION OF DEPARTMENT, INCLUDING NUMBER OF PERSONNEL

N/A

ACCOMPLISHMENTS – FISCAL YEAR 2010-11

Projects completed:

1. Broadway Court Dry Well Retro Fit application, design and construction.

FOCUS/GOALS FOR FISCAL YEAR 2011-12

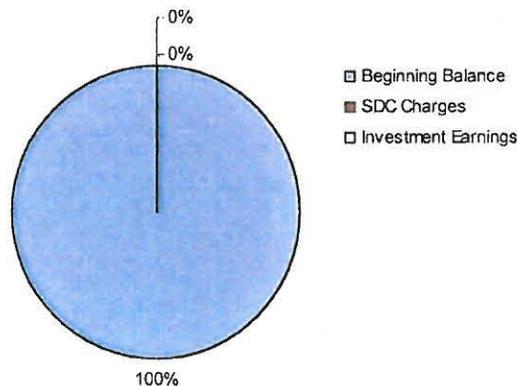
Projects to be completed:

1. Old Town Green Streets Projects.
2. Systematic pipe replacement in Old Town.
3. Rain Tree Creek Culvert Enhancements.
4. Catch Basin Retro Fits

FUNDING SOURCES

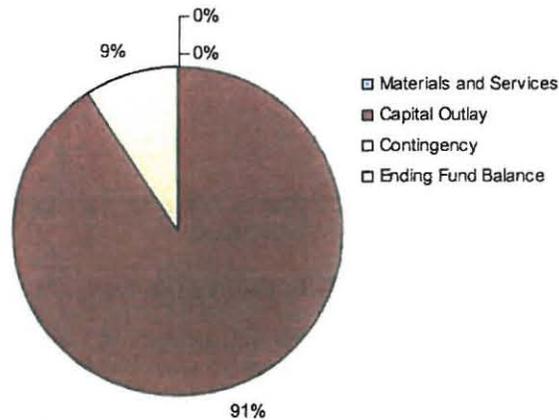
System Development Charges paid by developers and builders fund this account. The amount charged is set by the City Council and automatically increases each year by the rate of inflation for construction as reported in the *Engineering News Record*, published by McGraw-Hill Companies as the Construction Cost Index.

Where the Money Comes From:



Total Revenue: \$270,540

Where the Money Goes:



Total Expenditures: \$270,540

MAJOR DIFFERENCES BETWEEN FISCAL YEAR 2009-10 AND FISCAL YEAR 2011-12:

No significant differences are anticipated between these two fiscal years.

FUND STATUS (Overall)

Staff continues to work on tasks to eliminate local flooding or those mandated by DEQ and EPA tied to the City's National Pollutant Discharge Elimination System Permit. These projects are identified in the City's Consolidated Storm Water Master Plan.

The Storm Water Fund is functioning as intended; collecting System Development Charges with each storm water-related development in Fairview. With slowing growth in the City of Fairview staff has estimated zero SDC contributions to the SDC Storm Water Fund for FY 2010-11.

In all cases, the Public Works Director will be fiscally responsible and spend no more than is needed to administer effective departmental operations as approved by the City Administrator and City Council.

SDC Storm Water Fund (133-00)

Beg. Fund Bal.	133-00- 49950	00	Cash carry-over from previous year. Estimate based on current information.
SYS. DEVE. CHARGE	133-00- 43191	00	Not budgeted this fiscal year.
INTEREST- LGIP	133-00- 43611	00	Interest received from State Local Government Investment Pool.
INTEREST ON INVESTMENTS	133-00- 43612	00	Interest received from CD at Oregon Credit Union.
MISC. REVENUE	133-00- 43901	00	Not budgeted this fiscal year.
CONTRACT SERVICES	133-00- 63001	00	Not budgeted this fiscal year.
ADMINISTRATIVE COSTS	133-00- 63102	00	Cost from General Fund for the accounting and administration of SDC Storm Water Fund.
STORM WATER SYST. IMPROVEMENTS	133-00- 67302	00	Storm Water infrastructure system capacity increasing projects.
TRANSFER STORM WATER FUND	133-00- 00000	00	Not budgeted this fiscal year.
CONTINGENCY	133-00- 69100	00	For unforeseen events and cannot be used without City Council approval.
ENDING FUND BALANCE	133-00- 67910	00	Unappropriated funds.

**CITY OF FAIRVIEW
Adopted Budget
Fiscal Year 2011-12**

2008-09 Actual	2009-10 Actual	2010-11 Budget	SDC STORM WATER FUND (133-00)	4/11/2011 Proposed Budget	4/18/2011 Approved Budget	6/1/2011 Adopted Budget
\$ 485,873.91	\$ 459,694.00	267,589	Beg. Fund Bal. -	49950 00	270,265	270,265
			Charges for Services			
\$ 28,861.10	\$ 349.99	-	SYS. DEVE. CHARGE	43191 00	-	-
			Investment Earnings			
\$ 9,986.96	\$ 2,379.52	2,676	INTEREST- LGIP	43611 00	270	270
\$ -	\$ -	-	INTEREST ON INVESTMENTS	43612 00	5	5
			Other Financing Sources			
\$ 3,713.12	\$ -	-	MISC. REVENUE	43901 00	-	-
\$ 528,435.09	\$ 462,423.51	270,265	TOTAL SDC STORMWATER RESOURCES		270,540	270,540
			Purchased Professional Services			
\$ -	\$ -	-	CONTRACT SERVICES	63001 00	-	-
\$ 26,105.80	\$ -	200	ADMINISTRATIVE COSTS	63102 00	200	200
			Capital Outlay			
\$ -	\$ 194,834.48	220,727	STORMWATER SYST. IMPROVEMENTS	67302 00	245,340	245,340
\$ 42,635.41	\$ -	-	TRANSFER STORMWATER FUND	00000 00	-	-
			Ending Fund Balance			
		49,338	CONTINGENCY	69100 00	25,000	25,000
		-	ENDING FUND BALANCE	67910 00	-	-
\$ 68,741.21	\$ 194,834.48	270,265	TOTAL SDC STORMWATER EXPENSES		270,540	270,540
\$ 459,693.88	\$ 267,589.03	-	TOTAL FUND		-	-

SDC-PARKS/OPEN SPACES FUND

(2011-12 Budget)

Fund 134/Dept. 00

DESCRIPTION OF PURPOSE/ FUNCTION OF THE DEPARTMENT

The purpose of the SDC Parks/Open Spaces Fund is to provide funding for planned park facilities identified in the Parks and Recreation Master Plan. System Development Charge funds may be expended only for those projects contained within the Master Plan and master planning purposes.

HOW ITS MANAGED

The Fund is administered by the Public Works Director.

DESCRIPTION OF DEPARTMENT, INCLUDING NUMBER OF PERSONNEL

N/A

ACCOMPLISHMENTS – FISCAL YEAR 2010-11

No expenditures of parks system development charges were made in FY 2010-11. All park planning and improvement were funded through the Metro Local Share Grant program and general fund support in the prior Community Development Department budget.

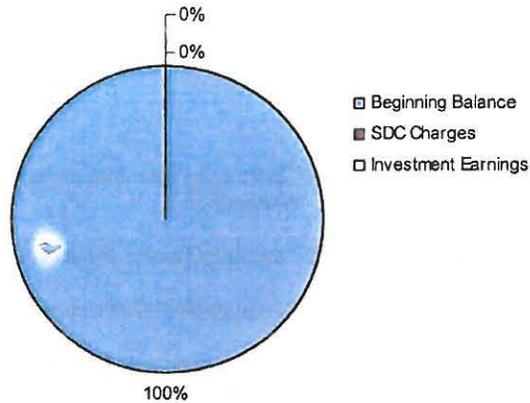
FOCUS/GOALS FOR FISCAL YEAR 2011-12

1. The beginning fund balance will not meet capital needs for planned parks improvements over the next five years. Identify and pursue other funding sources.
2. This fund depends on charges on new residential development. Its earning potential is significantly depressed due to the recession and continued inactivity in new housing construction.
3. Completion of the Parks and Recreation Master Plan update will require considerable resources and time. System development charges may be used to supplement grant and other resources for park master planning and construction.

FUNDING SOURCES

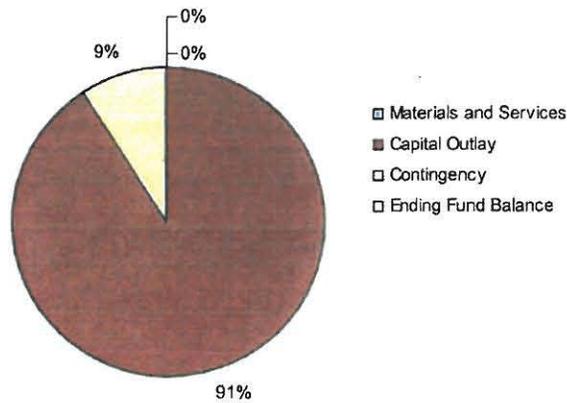
The source of revenue is the Parks System Development Charge which is paid by all residential development at the time a building permit is issued for construction. The amount charged is set by the City Council and automatically increases five percent each year as originally directed by City Council.

Where the Money Comes From:



Total Revenue: \$270,677

Where the Money Goes:



Total Expenditures: \$270,677

MAJOR DIFFERENCES BETWEEN FISCAL YEAR 2009-10 AND FISCAL YEAR 2011-12

No significant differences are anticipated between these two fiscal years.

FUND STATUS (Overall)

The SDC Parks/Open Spaces Fund is functioning as intended; collecting System Development Charges with each new development in Fairview. With slowing growth in the City of Fairview staff has estimated zero SDC contributions to the SDC Parks/Open Spaces Fund for FY 2010-11.

In all cases, the Public Works Director will be fiscally responsible and spend no more than is needed to administer effective departmental operations as approved by the City Administrator and City Council.

SDC Parks/Open Spaces Fund (134-00)

Beg. Fund Bal.	134-00- 49950	00	Cash carry-over from previous year. Estimate based on current information.
SYS. DEVE. CHARGE	134-00- 43191	00	Not budgeted this fiscal year.
TRANSFER IN FROM GENERAL FUND	134-00- 43914	00	Not budgeted this fiscal year.
INTEREST-LGIP	134-00- 43611	00	Interest received from State Local Government Investment Pool.
INTEREST ON INVESTMENTS	134-00- 43612	00	Interest received from CD at Oregon Credit Union.
MISC. REVENUE	134-00- 43901	00	Not budgeted this fiscal year.
CONTRACT SERVICES	134-00- 63001	00	Costs for contracted professional services related to City Parks.
ADMINISTRATIVE COSTS	134-00- 63102	00	Cost from General Fund for the accounting and administration of SDC Parks/Open Spaces Fund.
PARK IMPROVEMENTS	134-00- 67301	00	Costs for park improvements.
PARK IMPROVEMENTS NON SDC	134-00- 00000	00	Costs for projects outlined in Parks Master Plan and fund summary.
CONTINGENCY	134-00- 69100	00	For unforeseen events and cannot be used without City Council approval.
ENDING FUND BALANCE	134-00- 67910	00	Unappropriated funds.

**CITY OF FAIRVIEW
Adopted Budget
Fiscal Year 2011-12**

2008-09 Actual	2009-10 Actual	2010-11 Budget	SDC PARKS/OPEN SPACES FUND (134-00)		4/11/2011 Proposed Budget	4/18/2011 Approved Budget	6/1/2011 Adopted Budget
\$ 276,102.00	\$ 281,682.00	286,320	Beg. Fund Bal.	49950 00	270,402	270,402	270,402
			<u>Charges for Services</u>				
\$ -	\$ 1,522.49	-	SYS. DEVE. CHARGE	43191 00	-	-	-
			<u>Expense Reimb from Other Funds</u>				
\$ 25,000.00	\$ 25,000.00	-	TRANSFER IN FROM GENERAL FUND	43914 00	-	-	-
			<u>Investment Earnings</u>				
\$ 5,840.65	\$ 1,504.66	2,863	INTEREST- LGIP	43611 00	270	270	270
\$ -			INTEREST ON INVESTMENTS	43612 00	5	5	5
			<u>Other Financing Sources</u>				
\$ 0.36	\$ 119,393.00	-	MISC. REVENUE/ GRANT	43901 00	-	-	-
\$ 306,943.01	\$ 429,102.15	289,183	TOTAL SDC PARKS RESOURCES		270,677	270,677	270,677
			<u>Purchased Professional Services</u>				
\$ -	\$ 17,778.34	25,000	CONTRACT SERVICES	63001 00	-	-	-
\$ -	\$ -	200	ADMINISTRATIVE COSTS	63102 00	200	200	200
			<u>Capital Outlay</u>				
\$ 25,261.51	\$ 118,785.00	50,000	PARK IMPROVEMENTS	67301 00	245,477	245,477	245,477
			PARK IMPROVEMENTS NON SDC	00000 00	-	-	-
			<u>Ending Fund Balance</u>				
\$ -			CONTINGENCY	69100 00	25,000	25,000	25,000
		213,983	ENDING FUND BALANCE	67910 00	-	-	-
\$ 25,261.51	\$ 136,563.34	289,183	TOTAL SDC PARKS EXPENSES		270,677	270,677	270,677
\$ 281,681.50	\$ 292,538.81	-	TOTAL FUND		\$ -	\$ -	\$ -
	\$ (25,000)		TRANSFERRED TO GRANT FUND				
	\$ 267,539						

FV LAKE SEWER LID DEBT FUND

(2011-12 Budget)

Fund 141/Dept. 00

DESCRIPTION OF PURPOSE/ FUNCTION OF THE DEPARTMENT

The City, acting on behalf of the benefiting properties adjacent to Fairview Lake (Townsend Farms Business Park and other affected properties) borrowed money to pay for the Fairview Lake Sewer Construction Project. This allowed for the entire area to develop. The Fairview Lake Sewer Local Improvement District Debt Fund collects payments, from the benefiting properties, that are used to pay the debt service on the Fairview Lake Sewer Construction Project.

HOW ITS MANAGED

The Fairview Lake/Sewer Local Improvement District Fund is managed by the Finance Director.

DESCRIPTION OF DEPARTMENT, INCLUDING NUMBER OF PERSONNEL

N/A

ACCOMPLISHMENTS FISCAL YEAR 2010-11

Since May 2004, the City has prepaid \$1,635,000 in principal payments on the Fairview Lake LID debt. By prepaying the principal on the debt the City will realize a savings of over \$540,000 in interest expense over the life of the debt. The interest rate on the City debt is 6.05 percent so whenever a citizen pays their assessment early it is critical that the City prepay on the outstanding debt.

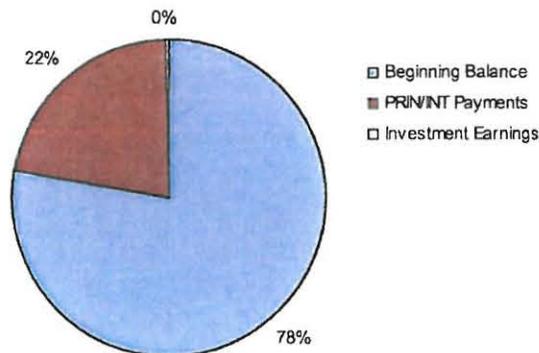
FOCUS/GOALS FOR FISCAL YEAR 2011-12

1. Continue to analyze Fairview Lake LID Fund and prepay on City outstanding debt whenever possible.
2. Collect on debt that is considered delinquent.
2. Continue to use LID financing to develop properties as developed properties help mitigate nuisance dumping or other nuisance related problems.

FUNDING SOURCES

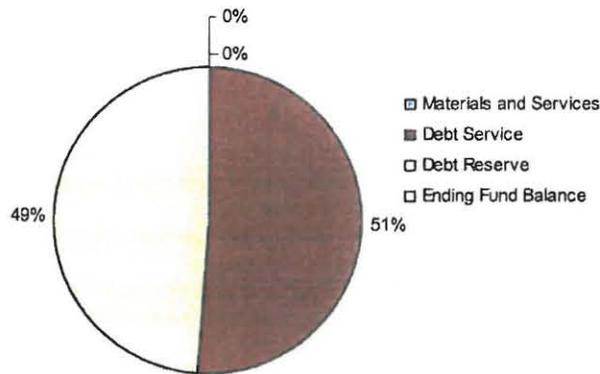
The funding sources for the Fairview Lake Sewer Local Improvement District Fund are payments made by the benefiting properties of the sewer construction project.

Where the Money Comes From:



Total Revenue: \$499,948

Where the Money Goes:



Total Expenditures: \$499,948

MAJOR DIFFERENCES BETWEEN FISCAL YEAR 2010-11 AND FISCAL YEAR 2011-12:

No significant differences are anticipated between these two fiscal years.

FUND STATUS (Overall)

The fund status for the Fairview Lake Sewer Local Improvement District Debt Service fund is stable at this time. There is a threat to the City, however, in that if benefiting property owners do not make their scheduled payments, the City is still responsible for those payments. In the event a benefiting property owner does not pay, the City may place a lien against the property and can begin foreclosure proceedings.

This Debt Service Fund runs through FY 2018-19.

FV Lake LID Debt Fund (141-00)

Beg. Fund Bal.	141-00- 49950 00	Cash carry-over from previous year. Estimate based on current information.
Beg. Fund Bal.- Reserved for Debt	141-00- 49950 00	Designated Funds per bond/loan contracts.
PRIN/INT-FVW LK LID	141-00- 43551 00	Payments received from benefited properties.
PRINT/INT- FVW LK LID DELINQUENT	141-00- 43551 01	Payments received, which are considered past due, from benefited properties.
INTEREST- LGIP	141-00- 43611 00	Interest received from State Local Government Investment Pool.
INTEREST ON INVESTMENTS	141-00- 43612 00	Interest received from CD at Oregon Credit Union.
MISC. REVENUE	141-00- 43901 00	Not budgeted this fiscal year.
ADMINISTRATIVE COSTS	141-00- 63102 00	Not budgeted this fiscal year.
AUDIT & ACCOUNTING	141-00- 63301 00	Accounting support on management of FVW Lake Sewer LID.
PRIN/FVW LK SWR 00	141-00- 64702 03	Bond Principal payable.
INT/FVW LK SWR 00	141-00- 64703 03	Bond Interest payable.
DEBT RESERVE	141-00- 67930 00	Debt service reserve.
ENDING FUND BALANCE	141-00- 67910 00	Unappropriated funds.

**CITY OF FAIRVIEW
Adopted Budget
Fiscal Year 2011-12**

			FV LAKE SEWER LID DEBT FUND (141-00)				
2008-09 Actual	2009-10 Actual	2010-11 Budget			4/11/2011 Proposed Budget	4/18/2011 Approved Budget	6/1/2011 Adopted Budget
\$ 133,236.04	\$ 285,163.00	83,680	Beg. Fund Bal.	49950 00	143,707	143,707	143,707
	\$ -	245,000	Beg. Fund Bal.- Reserved for Debt	49950 00	245,000	245,000	245,000
<u>Other Financing Sources</u>							
\$ 176,426.69	\$ 72,668.22	84,569	PRIN/INT-FVW LK LID	43551 00	84,569	84,569	84,569
		20,235	PRINT/INT- FVW LK LID DELINQUENT	43551 01	25,235	25,235	25,235
<u>Investment Earnings</u>							
\$ 4,842.68	\$ 2,105.62	3,287	INTEREST- LGIP	43611 00	1,437	1,437	1,437
\$ -	\$ -	-	INTEREST ON INVESTMENTS	43612 00	-	-	-
<u>Other Financing Sources</u>							
\$ -	\$ -	-	MISC. REVENUE	43901 00	-	-	-
TOTAL FVL ASSESSMENT RESOURCES							
\$ 314,505.41	\$ 359,936.84	436,771			499,948	499,948	499,948
<u>Purchased Professional Services</u>							
\$ -	\$ -	-	ADMINISTRATIVE COSTS	63102 00	-	-	-
\$ -	\$ -	400	AUDIT & ACCOUNTING	63301 00	400	400	400
<u>Debt Service</u>							
\$ -	\$ -	162,028	PRIN/FVW LK SWR 00	64702 03	225,205	225,205	225,205
\$ 29,342.50	\$ 29,342.50	29,343	INT/FVW LK SWR 00	64703 03	29,343	29,343	29,343
<u>Ending Fund Balance</u>							
	\$ -	245,000	DEBT RESERVE	67930 00	245,000	245,000	245,000
\$ -	\$ -	-	ENDING FUND BALANCE	67910 00	-	-	-
TOTAL FVL ASSESSMENT EXPENSES							
\$ 29,342.50	\$ 29,342.50	436,771			499,948	499,948	499,948
TOTAL FUND							
\$ 285,162.91	\$ 330,594.34	-			\$ -	\$ -	\$ -

CITY BUILDINGS DEBT FUND

(2011-12 Budget)

Fund 142/Dept. 00

DESCRIPTION OF PURPOSE/ FUNCTION OF THE DEPARTMENT

The City Hall Bonded Debt Fund accounts for debt service payments on City Buildings.

HOW ITS MANAGED

The City Hall Bonded Debt Fund is managed by the Finance Director.

DESCRIPTION OF DEPARTMENT, INCLUDING NUMBER OF PERSONNEL

N/A

FUNDING SOURCES

The operating funds (General, Water, Sanitary Sewer, Streets and Storm Water) support this debt fund.

In addition, the Administrative Excise Charge Fund contributes fees from new construction collected for public infrastructure. The AEC charge is \$.50 cents per square foot for residential development and \$.25 cents per square foot for commercial development.

ACCOMPLISHMENTS - FISCAL YEAR 2010-11

FOCUS/GOALS FOR FISCAL YEAR 2011-12

This fund is not currently active as there are zero outstanding debts on City buildings.

MAJOR DIFFERENCES BETWEEN FISCAL YEAR 2009-10 AND FISCAL YEAR 2011-12

No significant differences are anticipated between these two fiscal years.

FUND STATUS (Overall)

There are currently no debts associated with City Buildings.



Fairview Community Center
"Old City Hall"



Fairview City Hall

City Building Debt Fund (142-00)

Beg. Fund Bal.	142-00- 49950	00	Not budgeted this fiscal year.
INTEREST-LGIP	142-00- 43611	00	Not budgeted this fiscal year.
INTEREST ON INVESTMENTS	142-00- 43612	00	Not budgeted this fiscal year.
TRANSFER FROM GEN. FUND	142-00- 43914	00	Not budgeted this fiscal year.
TRANSFER FROM AEC	142-00- 43914	08	Not budgeted this fiscal year.
ADMINISTRATIVE COSTS	142-00- 63102	00	Not budgeted this fiscal year.
AUDIT & ACCOUNTING	142-00- 63301	00	Not budgeted this fiscal year.
PRIN/ 98	142-00- 64702	06	Not budgeted this fiscal year.
INT/ 98	142-00- 64703	06	Not budgeted this fiscal year.
ENDING FUND BALANCE	142-00- 67910	00	Not budgeted this fiscal year.

CITY OF FAIRVIEW
 Adopted Budget
 Fiscal Year 2011-12

2008-09 Actual	2009-10 Actual	2010-11 Budget	CITY BUILDING DEBT FUND (142-00)	4/11/2011 Proposed Budget	4/18/2011 Approved Budget	6/1/2011 Adopted Budget
\$ 12,332.00	\$ 1,593,066.00		- Beg. Fund Bal.	49950 00	-	-
			<u>Investment Earnings</u>			
\$ 11,706.20	\$ 56.00		- INTEREST-LGIP	43611 00	-	-
\$ -	\$ -		- INTEREST ON INVESTMENTS	43612 00	-	-
			<u>Expense Reimb from Other Funds</u>			
\$ 800,000.00	\$ 42,688.00		- TRANSFER FROM GEN. FUND	43914 00	-	-
\$ 975,213.00	\$ -		- TRANSFER FROM AEC	43914 08	-	-
\$ 1,799,251.20	\$ 1,635,810.00		TOTAL CITY BLDG DEBT RESOURCES		-	-
			<u>Purchased Professional Services</u>			
\$ -	\$ -		- ADMINISTRATIVE COSTS	63102 00	-	-
\$ 1,000.00	\$ -		- AUDIT & ACCOUNTING	63301 00	-	-
			<u>Debt Service</u>			
\$ 125,000.00	\$ 1,635,810.00		- PRIN/ 98	64702 06	-	-
\$ 80,184.79	\$ -		- INT/ 98	64703 06	-	-
			<u>Ending Fund Balance</u>			
\$ -	\$ -		- ENDING FUND BALANCE	67910 00	-	-
\$ 206,184.79	\$ 1,635,810.00		TOTAL CITY BLDG DEBT EXPENSES		-	-
\$ 1,593,066.41	\$ -		TOTAL FUND		\$ -	\$ -

EQUIPMENT REPLACEMENT FUND

(2011-12 Budget)

Fund 143/Dept. 00

DESCRIPTION OF PURPOSE/ FUNCTION OF THE DEPARTMENT

The purpose of the Equipment Replacement Fund is to ensure that funds are systematically set aside for routine replacement of Police equipment and vehicles, Public Works equipment and vehicles and other city equipment.

HOW ITS MANAGED

The Finance Director manages the Equipment Replacement Fund.

DESCRIPTION OF DEPARTMENT, INCLUDING NUMBER OF PERSONNEL

N/A

ACCOMPLISHMENTS - FISCAL YEAR 2010-11

1. Purchased additional modules as part of the integrated financial software system purchased in 2009-10, which crosses departments.
2. Purchased additional computers and computer software in support of the integrated software system.
3. Purchased a truck for the police department to be utilized by the detective and other officers as needed.

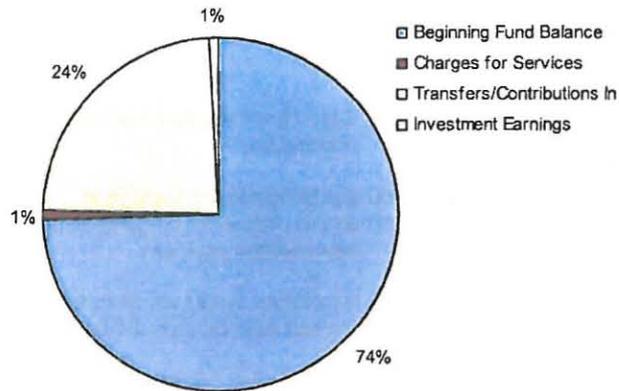
FUTURE GOALS AND CHALLENGES

1. Continue to analyze city wide equipment needs to determine dollar amount to set aside each year for systematic replacement of computers, vehicles, police radios, and other equipment.
2. Create and monitor spreadsheets to adequately fund and maintain Equipment Replacement Fund.
3. Seek to eliminate the expenditure spikes, which occurred in past years for vehicle purchases. Smooth out expenditures and avoid large fluctuations to the overall equipment budget.
4. Scheduled purchases include computers, Public Works equipment, Police taser cameras, an AED for the police jail cell, and pistol lockers for the police restrooms, as well other expenses related to the integrated software conversion.

FUNDING SOURCES

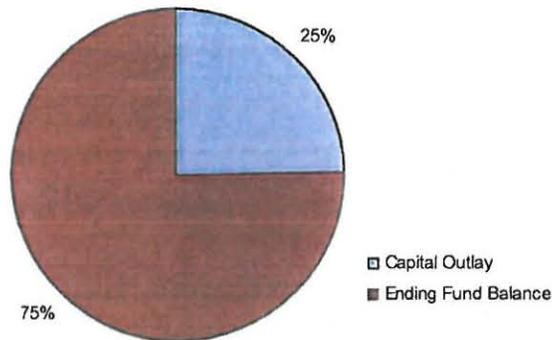
For Police equipment and vehicles, the funding source is the General Fund Public Safety Department; for Public Works equipment and vehicles, funding sources are the General Fund PW Community Services, PW Parks and Recreation, PW Street Fund, PW Water Fund, PW Sewer Fund and PW Storm water Fund. For the Administration and Finance equipment and vehicles, the funding sources are the General Fund Administration Department and the Finance Department. Equipment that benefits all departments is funded by those departments.

Where the Money Comes From:



Total Revenue: \$ 423,742

Where the Money Goes:



Total Expenditures: \$ 423,742

MAJOR DIFFERENCES BETWEEN FISCAL YEAR 2009-10 AND FISCAL YEAR 2011-12:

No significant differences are anticipated between these two fiscal years.

FUND STATUS (Overall)

The funds contributed over the last several years on behalf of the Administration/Finance Departments have been utilized to fund the Incode implementation and those funds are now in a state of rebuilding of these funds for future purchases. The Public Works-Community Services funds will be utilizing a significant portion of their accumulated funds to finance the implementation and conversion to the Incode Call Center and Building Permits modules.

Equip. Replacement Fund (143-00)

Beg. Fund Bal.	143-00- 49950	00	Cash carry-over from previous year. Estimate based on current information.
GENERAL GOVT CHARGES	143-00- 43401	00	Not budgeted this fiscal year.
VEH FINE ASSESS.	143-00- 43519	00	\$5 per citation fee designated for public safety vehicles, equipment and other related expenses.
INTEREST- LGIP	143-00- 43611	00	Interest received from State Local Government Investment Pool.
INTEREST ON INVESTMENTS	143-00- 43612	00	Interest received from CD at Oregon Credit Union.
MISC. REVENUE	143-00- 43901	00	Not budgeted this fiscal year.
CONTRIBUTION- ADMIN	143-00- 43915	01	Funds transferred in for future GF-Admin related capital outlay purchases.
CONTRIBUTION- FINANCE	143-00- 43915	02	Funds transferred from GF-Finance for future finance department capital outlay purchases.
CONTRIBUTION- PW CS	143-00- 43915	03	Funds transferred in for future PW- Comm Svcs related capital outlay purchases.
CONTRIBUTION- PD	143-00- 43915	05	Funds transferred in for future Police related capital outlay purchases.
CONTRIBUTION-PW PARKS	143-00- 43915	04	Funds transferred in for future PW Parks related capital outlay purchases.
CONTRIBUTION-PW STREET	143-00- 43915	14	Funds transferred in for future PW Street related capital outlay purchases.
CONTRIBUTION-PW WATER	143-00- 43915	21	Funds transferred in for future PW Water related capital outlay purchases.
CONTRIBUTION- PW SEWER	143-00- 43915	22	Funds transferred in for future PW Sewer related capital outlay purchases.
CONTRIBUTION-PW STORM WATER	143-00- 43915	23	Funds transferred in for future PW Storm Water related capital outlay purchases.
SALE MAT/EQUIPMENT	143-00- 43921	00	Not budgeted this fiscal year.
<u>Capital Outlay</u>			
EQUIPMENT- ADMIN	143-00- 67401	00	Costs for computer and software systems purchases.
EQUIPMENT- FINANCE	143-00- 67401	02	Costs for computer and software systems purchases.
EQUIPMENT- PW Comm Svcs.	143-00- 67401	03	Costs for computer and software systems purchases.
EQUIPMENT- PD	143-00- 67401	04	Costs for equipment purchases.
EQUIPMENT- TRAFFIC SAFETY	143-00- 66909	50	Not budgeted this fiscal year.
EQUIPMENT- PARKS	143-00- 67401	05	Costs for vehicle and equipment purchases.
EQUIPMENT- STREET	143-00- 67401	14	Costs for vehicle and equipment purchases.
EQUIPMENT- WATER	143-00- 67401	21	Costs for vehicle and equipment purchases.
EQUIPMENT- SEWER	143-00- 67401	22	Costs for vehicle and equipment purchases.
EQUIPMENT- STORM WATER	143-00- 67401	23	Costs for vehicle and equipment purchases.
ENDING FUND BALANCE- ADMIN	143-00- 67919	00	Reserve for Admin vehicle and equipment purchases.
ENDING FUND BALANCE- FINANCE	143-00- 67919	00	Reserve for Finance equipment purchases.
ENDING FUND BALANCE-PD	143-00- 67915	00	Reserve for future Police vehicle and equipment purchases.
ENDING FUND BALANCE-PW COMM SRVCS	143-00- 67917	00	Reserve for future PW vehicle and equipment purchases.
ENDING FUND BALANCE -PW INFRASTRUCTURE	143-00- 67916	00	Reserve for future PW vehicle and equipment purchases.

**CITY OF FAIRVIEW
Adopted Budget
Fiscal Year 2011-12**

			EQUIPMENT REPLACEMENT FUND (143-00)			
2008-09 Actual	2009-10 Actual	2010-11 Budget		4/11/2011 Proposed Budget	4/18/2011 Approved Budget	6/1/2011 Adopted Budget
\$ 404,220.00	\$ 535,020.00	362,165	Beg. Fund Bal.	49950 00	315,803	315,803
			Charges for Services			
\$ -	\$ -	-	GENERAL GOVT CHARGES	43401 00	-	-
\$ 4,321.75	\$ 2,709.50	2,900	VEH FINE ASSESS.	43519 00	2,900	2,900
			Investment Earnings			
\$ 8,103.44	\$ 3,202.36	3,722	INTEREST- LGIP	43611 00	3,158	3,158
\$ -	\$ -	-	INTEREST ON INVESTMENTS	43612 00	-	-
			Other Financing Sources			
\$ -	\$ -	-	MISC. REVENUE	43901 00	-	-
			Expense Reimb from Other Funds			
\$ 29,500.00	\$ -	-	CONTRIBUTION- ADMIN	43915 01	2,700	2,700
\$ -	\$ 29,500.00	30,000	CONTRIBUTION- FINANCE	43915 02	20,000	20,000
\$ 5,000.00	\$ 2,395.00	-	CONTRIBUTION- PW COMM. SRVCS	43915 03	600	600
\$ 48,000.00	\$ -	-	CONTRIBUTION- PD	43915 05	15,255	15,255
\$ 87,080.00	\$ -	1,175	CONTRIBUTION-PW PARKS	43915 04	1,775	1,775
		4,110	CONTRIBUTION-PW STREET	43915 14	5,260	5,260
\$ -	\$ 2,700.00	24,072	CONTRIBUTION- PW WATER	43915 21	25,222	25,222
\$ -	\$ -	24,072	CONTRIBUTION- PW SEWER	43915 22	25,222	25,222
\$ -	\$ -	4,697	CONTRIBUTION- PW STORM WATER	43915 23	5,847	5,847
			Sale of Assets			
	\$ 8,500.00	-	SALE MAT/EQUIPMENT	43921 00	-	-
\$ 586,225.19	\$ 584,026.86	456,913	TOTAL EQUIP. REPLAC. RESOURCES		423,742	423,742
			Capital Outlay			
\$ -	\$ -	-	EQUIPMENT- ADMIN	67401 00	1,200	1,200
\$ -	\$ 99,078.92	56,500	EQUIPMENT- FINANCE	67401 02	25,000	25,000
\$ 8,131.13	\$ 3,024.00	6,000	EQUIPMENT- PW COMM SRVCS	67401 03	2,000	2,000
\$ 17,526.30	\$ 37,674.91	29,900	EQUIPMENT- PD	67401 04	15,255	15,255
\$ -	\$ -	-	EQUIPMENT- TRAFFIC SAFETY	66909 50	-	-
\$ -	\$ -	1,175	EQUIPMENT- PARKS	67401 05	1,175	1,175
\$ -	\$ -	4,110	EQUIPMENT- STREET	67401 14	4,110	4,110
\$ 25,547.99	\$ 72,045.24	24,072	EQUIPMENT- WATER	67401 21	25,222	25,222
\$ -	\$ -	24,072	EQUIPMENT- SEWER	67401 22	25,222	25,222
\$ -	\$ -	4,697	EQUIPMENT- STORM WATER	67401 23	5,847	5,847
			Ending Fund Balance			
\$ -	\$ -	-	ENDING FUND BALANCE- ADMIN	67919 00	1,500	1,500
		37,179	ENDING FUND BALANCE- FIN	67919 00	1,979	1,979
\$ -	\$ -	51,600	ENDING FUND BALANCE-PD	67915 00	87,735	87,735
			ENDING FUND BALANCE-PW COMM			
\$ -	\$ -	19,750	SRVCS	67917 00	3,394	3,394
			ENDING FUND BALANCE -PW			
\$ -	\$ -	197,858	INFRAST.	67916 00	224,103	224,103
\$ 51,205.42	\$ 211,823.07	456,913	TOTAL EQUIP. REPLAC. EXPENSES		423,742	423,742
\$ 535,019.77	\$ 372,203.79	-	TOTAL FUND		\$ -	\$ -

FACILITIES MAINTENANCE FUND

(2011-12 Budget)

Fund 144/Dept. 00

DESCRIPTION OF PURPOSE/ FUNCTION OF THE DEPARTMENT

The purpose of the Facilities Maintenance Fund is to ensure that funds are systematically set aside for routine repair and maintenance of city facilities.

HOW ITS MANAGED

The Finance Director manages the Facilities Maintenance Fund.

DESCRIPTION OF DEPARTMENT, INCLUDING NUMBER OF PERSONNEL

N/A

ACCOMPLISHMENTS – FISCAL YEAR 2010-11

1. Set aside resources in the Facilities Maintenance Fund to systematically replace and repair City facilities

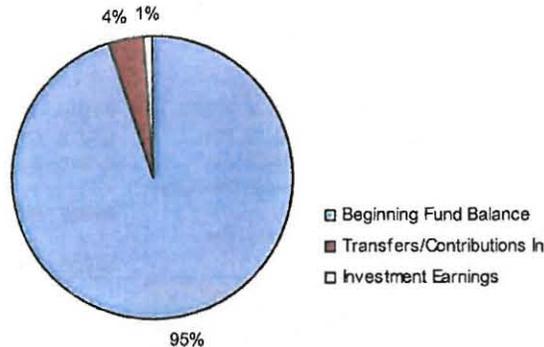
FOCUS/GOALS FOR FISCAL YEAR 2011-12

1. Continue to analyze City wide facility needs to determine dollar amount to set aside each year for systematic replacement and repair of facilities. Develop long term facilities maintenance master plan for all City owned public buildings.
2. Ongoing maintenance and upkeep of City facilities to enhance community livability and also entice new businesses to locate within the City of Fairview.
3. The Facilities Maintenance Fund seeks to eliminate the expenditure spikes, which occurred in past years for facilities maintenance. This fund will smooth out expenditures and avoid large fluctuations to the overall budget.

FUNDING SOURCES

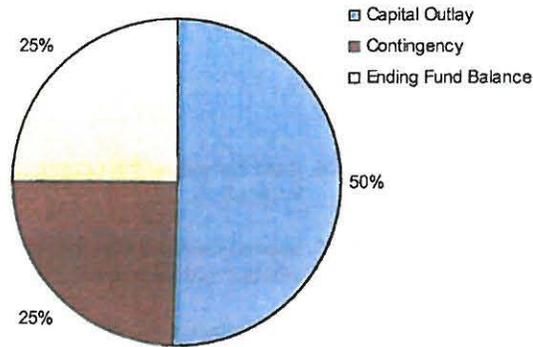
Currently, the General Fund, the Water Fund, Sewer Fund, and Storm Water Fund are the funding sources for this fund.

Where the Money Comes From:



Total Revenue: \$99,667

Where the Money Goes:



Total Expenditures: \$99,667

MAJOR DIFFERENCES BETWEEN FISCAL YEAR 2009-10 AND FISCAL YEAR 2011-12:

No significant differences are anticipated between these two fiscal years.

FUND STATUS (Overall)

This fund was created in FY 2004-05. The City will need to set aside additional resources over the next several years to ensure funds are available in the future to pay for all needed repairs to City Hall and the Public Works shops.

Facilities Maintenance Fund (144-00)

Beg. Fund Bal.	144-00- 49950	00	Cash carry-over from previous year. Estimate based on current information.
INTEREST- LGIP	144-00- 43611	00	Interest received from State Local Government Investment Pool.
INTEREST ON INVESTMENTS	144-00- 43612	00	Interest received from CD at Oregon Credit Union.
MISC. REVENUE	144-00- 43901	00	Not budgeted this fiscal year.
CONTRIBUTION- ADMIN	144-00- 43916	01	Not budgeted this fiscal year.
CONTRIBUTION- FINANCE	144-00- 43916	02	Not budgeted this fiscal year.
CONTRIBUTION- CD	144-00- 43916	03	Not budgeted this fiscal year.
CONTRIBUTION- PD	144-00- 43916	04	Not budgeted this fiscal year.
CONTRIBUTION-PW STREETS	144-00- 43916	05	Contributions for future facilities maintenance expenses.
CONTRIBUTION- PW WATER	144-00- 43916	21	Contributions for future facilities maintenance expenses.
CONTRIBUTION- PW SEWER	144-00- 43916	22	Contributions for future facilities maintenance expenses.
CONTRIBUTION-PW STORM WATER	144-00- 43916	23	Contributions for future facilities maintenance expenses.
COMMUNITY CENTER MAINT	144-00- 00000	00	Moved to General Fund.
CITY HALL MAINT/ IMPROVEMENTS	144-00- 67201	03	Maintenance on City Hall Building.
CONTINGENCY (COMM CTR MOVED TO GF)	144-00- 69100	00	No longer in use. See General Fund.
ENDING FUND BALANCE	144-00- 67918	00	Unappropriated funds reserved for future facility maintenance.

**CITY OF FAIRVIEW
Adopted Budget
Fiscal Year 2011-12**

2008-09 Actual	2009-10 Actual	2010-11 Budget	FACILITIES MAINTENANCE FUND (144-00)	4/11/2011 Proposed Budget	4/18/2011 Approved Budget	6/1/2011 Adopted Budget
\$ 65,062.55	\$ 88,552.00	85,200	Beg. Fund Bal.	49950 00	94,707	94,707
			Investment Earnings			
\$ 1,338.34	\$ 602.78	852	INTEREST- LGIP	43611 00	950	950
\$ -	\$ -		INTEREST ON INVESTMENTS	43612 00	10	10
			Other Financing Sources			
\$ -	\$ -	-	MISC. REVENUE	43901 00	-	-
			Expense Reimb from Other Funds			
\$ -	\$ -		- CONTRIBUTION- ADMIN	43916 01	-	-
\$ -	\$ -		- CONTRIBUTION- FINANCE	43916 02	-	-
\$ -	\$ -		- CONTRIBUTION- PW COMM SRVCS	43916 03	-	-
\$ 5,000.00	\$ -		- CONTRIBUTION- PD	43916 04	-	-
\$ 20,000.00	\$ 10,000.00		- CONTRIBUTION-PW PARKS AND REC	43916 05	-	-
\$ -	\$ -	1,000	CONTRIBUTION- PW STREETS	43916 20	1,000	1,000
\$ -	\$ -	1,000	CONTRIBUTION- WATER	43916 21	1,000	1,000
\$ -	\$ -	1,000	CONTRIBUTION- SEWER	43916 22	1,000	1,000
\$ -	\$ -	1,000	CONTRIBUTION-STORM WATER	43916 23	1,000	1,000
\$ 91,400.89	\$ 99,154.78	90,052	TOTAL FAC. MAINT. RESOURCES		99,667	99,667
			Capital Outlay			
\$ 172	\$ -	-	- COMMUNITY CENTER MAINT	00000 00	-	-
\$ 2,677.12	\$ -	10,000	CITY HALL MAINT/ IMPROVEMENTS	67201 03	50,000	50,000
			Ending Fund Balance			
\$ -	\$ -	-	- CONTINGENCY	69100 00	24,667	24,667
\$ -	\$ -	80,052	ENDING FUND BALANCE	67918 00	25,000	25,000
\$ 2,848.88	\$ -	90,052	TOTAL FAC. MAINT. EXPENSES		99,667	99,667
\$ 88,552.01	\$ 99,154.78	-	TOTAL FUND		\$ -	\$ -
	\$ (9,000.00)		General Fund Pa			
	\$ 90,154.78					

PW WATER FUND
Fund 211/Dept. 00

(2011-12 Budget)

DESCRIPTION OF PURPOSE/ FUNCTION OF THE DEPARTMENT

The purpose of the Water Fund is to provide material and services directly related to the operation and maintenance of the City's water system. This fund is responsible for debt payments on water related capital improvements.

HOW ITS MANAGED

The Public Works Director manages this fund.

DESCRIPTION OF DEPARTMENT, INCLUDING NUMBER OF PERSONNEL

The Public Works Director manages 9 funds and 2 departments within General Fund. There are fourteen full time equivalent employees in Public Works. Several Public Works employees split their time among several areas of responsibility which fall across the nine (9) funds and two (2) departments. The PW Director allocates (per the budget) approximately 35% of his time to PW Water Fund and eight (8) staff members allocate the equivalent of 2.87 FTE to PW Water Fund.

ACCOMPLISHMENTS – FISCAL YEAR 2010-11

1. Plan to complete Well #9.
2. Plan to decommission Well #3.
3. Conducted PRV maintenance and replacements.
4. Preliminary review of Automated Metering Reading implementation.
5. Reservoir cleaning and inspections.

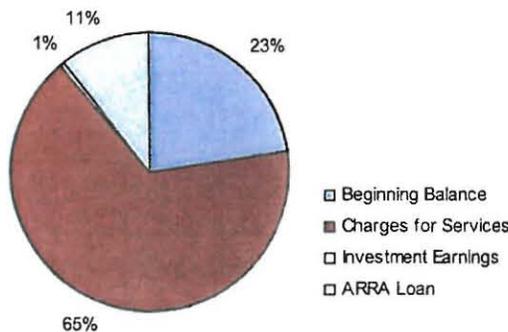
FOCUS/GOALS FOR FISCAL YEAR 2011-12

No planned capital projects.

FUNDING SOURCES

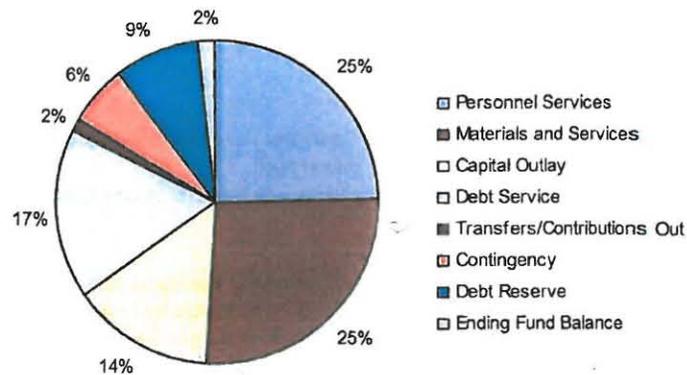
The revenue for the Water Fund is generated through water usage fees (customers). In December 2008, City Council approved a resolution that increased water rates by 3.8% effective February 1, 2009 and February 1, 2010. Council did not increase rates for February 2011. Rate increases are needed to ensure the City's water system is adequately operated and maintained.

Where the Money Comes From:



Total Revenue: \$1,663,538

Where the Money Goes:



Total Expenditures: \$1,663,538

MAJOR DIFFERENCES BETWEEN FISCAL YEAR 2010-11 AND FISCAL YEAR 2011-12:

Due to an unforeseen downward adjustment in available funding for the enterprise fund beginning balance for 2010-11, projects for the upcoming fiscal year have been placed on hold. No other significant differences are anticipated between these two fiscal years.

FUND STATUS (Overall)

The Water Fund is able to meet the City's current obligations and levels of service.

In all cases, Public Works Director will be fiscally responsible and spend no more than is needed to administer effective departmental operations as approved by the City Administrator and City Council.

PW Water Fund (211-00)

Beg. Fund Bal.	211-00- 49950	00	Cash carry-over from previous year. Estimate based on current information.
Beg. Fund Bal.- Reserved Bond 04	211-00- 49950	00	Funds reserved per bond contract.
GENERAL GOVT CHARGES	211-00- 43401	00	Not budgeted this fiscal year.
WATER SERVICES	211-00- 43444	00	User fees collected for water service.
CONNECTION FEES	211-00- 43445	00	Connection charges for water hook-ups.
INTEREST-LGIP	211-00- 43611	00	Interest received from State Local Government Investment Pool.
INTEREST ON INVESTMENTS	211-00- 43612	00	Interest received from CD at Oregon Credit Union.
MISC. REVENUE	211-00- 43901	00	Not budgeted this fiscal year.
TRANSFERS IN FROM OTHER FUNDS	211-00- 0	00	Not budgeted this fiscal year.
ARRA GRANT PROCEEDS 10 WELL #9	211-00- 43311	00	Carry over from FY 2010-11
ARRA BOND PROCEEDS 10 WELL #9	211-00- 43931	00	Carry over from FY 2010-11
MAYOR'S STIPEND	211-00- 61001	00	Allocated: Mayors stipend paid on a monthly basis.
CITY ADMINISTRATOR	211-00- 61101	00	Allocated: Salary per contract.
FINANCE DIRECTOR	211-00- 61103	00	Allocated: Salary based on salary wage schedule.
PW DIRECTOR	211-00- 61106	00	Allocated: Salary based on salary wage schedule.
STAFF	211-00- 61109	00	Allocated: Salary based on salary wage schedule and the labor agreement with the Teamsters' Union.
TEMPORARY HELP	211-00- 61201	00	Cost for temporary help.
OVERTIME HOURS	211-00- 61301	00	Cost for hours worked over 40 hours per work week.
CALL OUT PAY	211-00- 61302	00	Extra costs per non-working shift for on-call employees per Teamsters' contract.
CELL PHONE ALLOWANCE-EMPLOYEES	211-00- 62002	00	Cell phone allowance for authorized employees.
EMP ASSIST PROGRAM/ FSA FEES	211-00- 62003	00	Costs to provide the Employee Assist Program and FSA Program.
LONGEVITY	211-00- 62004	00	Additional pay based on years of service (for employees hired prior to July 1, 2008 only).
DENTAL INSURANCE	211-00- 62101	00	Dental Insurance provided to employees.
MEDICAL INSURANCE	211-00- 62102	00	Medical Insurance provided to employees.
LIFE INSURANCE	211-00- 62103	00	Life Insurance cost share with employees.
LONG TERM Disability INS	211-00- 62104	00	Long Term Disability Insurance provided to employees.
WORKERS COMP INSURANCE	211-00- 62105	00	Workers' Compensation Insurance expense.
SOCIAL SECURITY (FICA)	211-00- 62201	00	Federal payroll taxes.
TRI-MET TAX	211-00- 62202	00	Tri-Met payroll taxes.
WBF ASSESSMENT	211-00- 62203	00	Workers' Benefit Fund payroll expense.
PERS/OPSRP	211-00- 62301	00	Retirement for employees.
UNEMP. INSURANCE	211-00- 62501	00	Unemployment payroll tax.
VACATION BUY-OUT	211-00- 62901	00	Accrued vacation paid out to employees one time per year (40 hours max) or upon employment separation.

**CITY OF FAIRVIEW
Adopted Budget
Fiscal Year 2011-12
PW- WATER FUND
(211-00)**

2008-09 Actual	2009-10 Actual	2010-11 Budget		4/11/2011 Proposed Budget	4/18/2011 Approved Budget	6/1/2011 Adopted Budget	
\$ 699,989.99	\$ 608,263.00	806,524	Beg. Fund Bal.	49950 00	231,800	231,800	231,800
	\$ 276,060.00	144,815	Beg. Fund Bal.- Reserved Bond 04	49950 00	144,815	144,815	144,815
<u>Charges for Services</u>							
\$ 1,154.90	\$ 3,424.92	-	GENERAL GOVT CHARGES	43401 00	-	-	-
\$ 1,096,151.63	\$ 1,037,484.19	1,097,000	WATER SERVICES	43444 00	1,099,000	1,099,000	1,099,000
\$ 2,193.81	\$ 405.00	1,000	CONNECTION FEES	43445 00	1,398	1,398	1,398
<u>Investment Earnings</u>							
\$ 14,503.73	\$ 5,161.73	9,513	INTEREST-LGIP	43611 00	9,500	9,500	9,500
\$ -	\$ -	-	INTEREST ON INVESTMENTS	43612 00	25	25	25
<u>Other Financing Sources</u>							
\$ -	\$ -	-	MISC. REVENUE	43901 00	-	-	-
<u>Expense Reimb from Other Funds</u>							
\$ 267,640.00	\$ -	-	TRANSFERS IN FROM OTHER FUNDS	0 00	-	-	-
<u>Grant/ Loan Proceeds</u>							
	\$ 537,833.00	319,000	ARRA GRANT PROCEEDS 10 WELL #9	43311 00	177,000	177,000	177,000
\$ 2,081,634.06	\$ 2,468,631.84	2,377,852	TOTAL WATER RESOURCES		1,663,538	1,663,538	1,663,538
<u>Personnel- Salaries and Wages</u>							
		240	MAYOR'S STIPEND	61001 00	240	240	240
		9,557	CITY ADMINISTRATOR	61101 00	10,000	10,000	10,000
		17,839	FINANCE DIRECTOR	61103 00	18,575	18,575	18,575
		25,855	PW DIRECTOR	61106 00	32,505	32,505	32,505
		176,626	STAFF	61109 00	181,650	181,650	181,650
		6,000	TEMPORARY HELP	61201 00	12,090	12,090	12,090
		4,630	OVERTIME HOURS	61301 00	5,725	5,725	5,725
		3,475	CALL OUT PAY	61302 00	4,770	4,770	4,770
<u>Personnel- Benefits</u>							
		1,215	CELL PHONE ALLOWANCE	62002 00	1,505	1,505	1,505
		184	EMP ASSIST PROGRAM	62003 00	55	55	55
		3,216	LONGEVITY	62004 00	2,615	2,615	2,615
		5,257	DENTAL INSURANCE	62101 00	2,495	2,495	2,495
		53,806	MEDICAL INSURANCE	62102 00	62,365	62,365	62,365
		788	LIFE INSURANCE	62103 00	325	325	325
		788	LONG TERM DISABILITY INS	62104 00	1,025	1,025	1,025
		4,700	WORKERS COMP INSURANCE	62105 00	2,640	2,640	2,640
		18,467	SOCIAL SECURITY (FICA)	62201 00	17,715	17,715	17,715
		1,649	TRI-MET TAX	62202 00	1,768	1,768	1,768
		252	WBF ASSESSMENT	62203 00	240	240	240
		29,503	PERS/OPSRP	62301 00	50,650	50,650	50,650
		1,692	UNEMP. INSURANCE	62501 00	1,924	1,924	1,924
		2,367	VACATION BUY-OUT	62901 00	2,470	2,470	2,470
\$ -	\$ -	368,106	TOTAL PERSONNEL EXPENSES		413,347	413,347	413,347

PW Water Fund (211-00)

EMPLOYEE RECOGNITION	211-00- 62951	00	
SAFETY AWARD PROGRAM	211-00- 62952	00	Not budgeted this fiscal year.
UNIFORMS	211-00- 62953	00	Costs of uniforms for Public Works Street employees. Includes work pants, shirts, jackets, safety boots, rain gear, gloves and safety apparel.
CONTRACT SERVICES	211-00- 63001	00	Professional contract services specifically for water. (ie. Rate Study)
HR ADMINISTRATION	211-00- 63101	00	Allocated: Helen Trowle and other expenses that benefit all departments and funds. Some expenses directly related are not allocated.
AUDIT & ACCOUNTING	211-00- 63301	00	Allocated: Costs of annual audit and technical support- Dickey and Tremper, LLC.
LEGAL	211-00- 63302	00	Allocated: City legal services-Beery, Elsner, and Hammond, LLC.
ARCHITECTURAL/DESIGN ENGINEERING	211-00- 63303	00	Costs for professional services to provide engineering services for design and architecture related to water systems and Water Fund.
ENGINEERING AND MAPS	211-00- 63304	00	Costs for professional services to provide engineering services and for professional maps.
PROPERTY ALARM SERVICES	211-00- 63305	00	Allocated: Costs for monthly alarm system monitoring.
IT SERVICES	211-00- 63401	00	Allocated: Mozy Pro, Windows, Smoke and Mirrors Computers, etc.
WEBSITE MANAGEMENT	211-00- 63402	00	Allocated: Monthly expense to maintain re-designed website.
REFUSE/ SHREDDING	211-00- 64211	00	Allocated: Costs for shredding confidential documents per Red Flag Rules, Cintas.
BLDG CLEANING SRVCS	211-00- 64231	00	Allocated: Contracted monthly costs for twice weekly janitorial services, Friendly Cleaners.
VEHICLE MAINT/REP	211-00- 64301	00	Costs associated with maintaining Public Works vehicle fleet. Includes oil changes, tires, etc.
BLDG REP/MAINT	211-00- 64302	00	Allocated: Costs for repairing and maintaining existing City Hall building and existing City Hall building equipment (such as elevator, HVAC System, sinks, etc.). Includes yearly maintenance agreements. Also costs for repairs to City Shop buildings.
OFFICE EQUIP REP/MAIN	211-00- 64303	00	Allocated: Costs for the repair and maintenance of office equipment. Includes copiers, faxes, typewriters, printers, etc.) Includes yearly maintenance agreements, DOES NOT include monthly fees.
EQUIP REP/MAINT	211-00- 64304	00	Cost for the repair of equipment and machinery needed to carry out the functions of the Water Fund.
RENT EXPENSE (PROPERTY)- TO GF	211-00- 64411	00	Costs for office space in City Hall.
EQUIP RENT	211-00- 64421	00	Allocated: Costs for rental of copier and postage machine and any other office equipment rental. Also includes rental of equipment necessary to carry out the functions of the Water Fund.
DEBT ISSUANCE EXP.	211-00- 64701	00	Not budgeted this fiscal year.
PRIN/ BOND 10	211-00- 64702	00	Bond Principal Payment.
PRIN/ BOND 04	211-00- 64702	02	Bond Principal Payment.
INT/ BOND 10	211-00- 64703	00	Bond Interest Payment.
INT/ BOND 04	211-00- 64703	02	Bond Interest Payment.
ER CONTRIBUTION	211-00- 64916	21	Transfer of funds to Equipment Replacement Fund for future capital outlay purchases.
FM CONTRIBUTION	211-00- 64917	21	Transfer of funds to Facilities Maintenance Fund for future capital outlay
EXPENSE REIMB. TO OTHER FUNDS	211-00- 00000	00	Not budgeted this fiscal year.
DEBT, GEN,AEC			

CITY OF FAIRVIEW
 Adopted Budget
 Fiscal Year 2011-12
 PW- WATER FUND
 (211-00)

2008-09 Actual	2009-10 Actual	2010-11 Budget		4/11/2011 Proposed Budget	4/18/2011 Approved Budget	6/1/2011 Adopted Budget
			<u>Other Personnel Expenses-</u>			
			<u>Not payroll related</u>			
			- EMPLOYEE RECOGNITION	62951 00	225	225
			- SAFETY AWARD PROGRAM	62952 00	-	-
		1,080	UNIFORMS	62953 00	1,080	1,080
			<u>Purchased Professional and IT Services</u>			
\$ 36,135.94	\$ 26,830.54	30,000	CONTRACT SERVICES	63001 00	35,000	35,000
		2,100	HR ADMINISTRATION	63101 00	750	750
\$ 400.00	\$ 400.00	6,600	AUDIT & ACCOUNTING	63301 00	12,600	12,600
		3,500	LEGAL	63302 00	4,500	4,500
			ARCHITECTURAL/DESIGN			
			- ENGINEERING	63303 00	1,000	1,000
		30,000	ENGINEERING AND MAPS	63304 00	25,000	25,000
		800	PROPERTY ALARM SERVICES	63305 00	600	600
		15,430	IT SERVICES	63401 00	13,253	13,253
		300	WEBSITE MANAGEMENT	63402 00	3,710	3,710
			<u>Purchased Property Services</u>			
			121 REFUSE/SHREDDING	64211 00	142	142
			1,120 BLDG CLEANING SRVCS	64231 00	1,920	1,920
			3,000 VEHICLE REP/MAINT	64301 00	3,000	3,000
			1,650 BLDG REP/MAINT	64302 00	2,955	2,955
			- OFFICE EQUIP REP/MAIN	64303 00	-	-
\$ 8,633.02	\$ 22,798.57	27,400	EQUIP REP/MAINT	64304 00	23,000	23,000
\$ 22,299.96	\$ -	15,000	RENT EXP- TO GF	64411 00	15,000	15,000
		2,530	EQUIP RENT	64421 00	2,500	2,500
			<u>Debt Services</u>			
			- DEBT ISSUANCE EXP.	64701 00	-	-
\$ -	\$ -	100,000	PRIN/ BOND 10	64702 00	100,000	100,000
\$ 90,000.00	\$ 100,000.00	100,000	PRIN/ BOND 04	64702 02	100,000	100,000
\$ -	\$ -	50,000	INT/ BOND 10	64703 00	50,000	50,000
\$ 42,640.00	\$ 34,552.50	31,053	INT/ BOND 04	64703 02	31,053	31,053
			<u>Expense Reimb. To Other Funds</u>			
\$ 36,808.00	\$ 700.00	24,072	ER CONTRIBUTION	64916 21	25,222	25,222
\$ -	\$ -	1,000	FM CONTRIBUTION	64917 21	1,000	1,000
\$ 725,232.00	\$ 461,376.00		- EXPENSE REIMB. TO OTHER FUNDS	00000 00	-	-
			DEBT, GEN,AEC		-	-

PW Water Fund (211-00)

GENERAL LIAB/PROP INSURANCE	211-00-65201	00	Allocated: Property, General Liability, and Auto Insurance
POSTAGE	211-00-65302	00	Allocated and direct. Costs for postage to mail general envelopes, etc.
TELEPHONE-SHOPS	211-00-65303	01	Allocated: Telephones, voice mail, and fax services for the City Shops.
WIRELESS TECHNOLOGY	211-00-65304	00	Costs for wireless technology such as department cell phones.
PUBLICATIONS	211-00-65401	00	Costs for publishing ads in newspaper, magazines, and other publications.
PRINTING	211-00-65501	00	Costs for professional printing and design services for business cards, letter head, etc.
TRAVEL-MEETINGS/ERRANDS	211-00-65801	00	Reimbursement costs for staff travel to attend local meetings or run local errands.
BANK FEES	211-00-65901	00	Allocated: Costs for banking services.
MERCHANT FEES	211-00-65902	00	Allocated: Costs for credit card payment services.
OFFICE SUPPLIES	211-00-66101	00	General office supplies such as pens, paper, staples, markers, etc.
OPERATING MATERIALS	211-00-66102	00	Water system operations and maintenance items. (ie. Meters, brass and copper parts, general water related repair parts, hydrant parts, valve/meter boxes, pipes, etc.)
UTILITY NOTIFICATIONS	211-00-66102	01	Costs for utility notification program (Oregon One-Call Program).
BLDG SUPP- CITY HALL	211-00-66103	00	Allocated: Supplies for City Hall including cleaning products, toilet paper, coffee, etc.
BLDG SUPP-SHOPS	211-00-66104	00	Allocated: Supplies for City Shops including cleaning products, toilet paper, coffee, etc.
GAS/HEAT- CH	211-00-66211	00	Allocated: Gas heat for City Hall.
GAS/HEAT-SHOPS	211-00-66211	01	Allocated: Gas heat for the City Shops.
ELECTRICITY- CH	211-00-66221	00	Allocated: Electricity for City Hall.
ELECTRICITY- SHOPS	211-00-66221	01	Allocated: Electricity for the City Shops.
FUEL	211-00-66261	01	Allocated: Costs for fuel for the Public Works Fleet and equipment.
MEETING ATTENDANCE- PWD	211-00-66301	00	Costs for meals and lodging to attend meetings by the Public Works
CONF-MEALS/LODGING	211-00-66302	00	Costs for meals and lodging to attend conferences.
DUES/SUB/MEMBERSHIP	211-00-66501	00	Costs for dues and memberships to professional organizations.
TRAINING & CONF.	211-00-66502	00	Registration costs for conferences and trainings.
LICENSES AND PERMITS	211-00-66601	00	Not budgeted this fiscal year.
SMALL TOOLS/MINOR EQUIP	211-00-66651	00	Costs for small tools less than \$1000 each.
ELECTRICITY-PUMPING	211-00-66901	17	Electrical costs for production of water from the City's wells.
FRANCHISE FEES	211-00-66901	99	Franchise fee paid to the General Fund based on 6% of Gross Sales Revenue.
PURCHASED WATER	211-00-66901	10	Rockwood Water Peoples Utility District (RWPUD) reimbursement for large customers within Fairview, but outside RWPUD boundary
SCADA DATA SYSTEMS	211-00-66901	36	Cost for SCADA services- Kip Edgely.
WATER CONSERVATION	211-00-66901	12	Costs to meet the requirements of the Water Mgmt. & Conservation Plan.
WATER SYS MAINTENANCE	211-00-66901	98	Costs for miscellaneous maintenance and repair projects for the water system. Ie. Large meter testing, tank cleaning/inspection, etc.)
WATER TESTING	211-00-66901	04	Routine Monthly bacterial water testing along with other state mandated quarterly & annual tests.
WATER TREATMENT	211-00-66901	16	Costs for treatment of water.

CITY OF FAIRVIEW
 Adopted Budget
 Fiscal Year 2011-12

2008-09 Actual	2009-10 Actual	2010-11 Budget	PW- WATER FUND (211-00)	4/11/2011 Proposed Budget	4/18/2011 Approved Budget	6/1/2011 Adopted Budget
			<u>Insurance- Other than payroll related</u>			
		9,200	GENERAL LIAB/PROP INSURANCE 65201 00	10,982	10,982	10,982
			<u>Other Purchased Services</u>			
		4,300	POSTAGE 65302 00	3,500	3,500	3,500
		1,540	TELEPHONE-CH 65303 00	1,735	1,735	1,735
		2,700	TELEPHONE-CS 65303 01	1,400	1,400	1,400
		280	WIRELESS TECHNOLOGY 65304 00	365	365	365
		130	PUBLICATIONS 65401 00	250	250	250
		480	PRINTING 65501 00	250	250	250
		100	TRAVEL-STAFF 65801 00	100	100	100
		1,500	BANK FEES 65901 00	5,700	5,700	5,700
		501	MERCHANT FEES 65902 00	565	565	565
		30	CREDIT CARD FEES 65903 00	125	125	125
			<u>Supplies</u>			
		1,000	OFFICE SUPPLIES 66101 00	750	750	750
\$ 59,815.41	\$ 31,098.06	33,000	OPERATING MATERIALS 66102 00	33,000	33,000	33,000
		-	UTILITY NOTIFICATIONS 66102 01	250	250	250
		320	BLDG SUPP- CITY HALL 66103 00	450	450	450
		1,000	BLDG SUPP-CS 66104 00	500	500	500
		27	GAS/HEAT-CH 66211 00	35	35	35
		150	GAS/HEAT-CS 66211 01	230	230	230
		3,080	ELECTRICITY-CH 66221 00	3,380	3,380	3,380
		350	ELECTRICITY-CS 66221 01	550	550	550
		5,000	FUEL 66261 01	7,000	7,000	7,000
			<u>Operating Expenses Other</u>			
		70	MEETING ATTENDANCE- PWD 66301 00	50	50	50
		1,200	CONF-MEALS/LODGING 66302 00	1,200	1,200	1,200
		4,000	DUES/SUB/MEMBERSHIP 66501 00	3,345	3,345	3,345
		1,200	TRAINING & CONF. 66502 00	1,200	1,200	1,200
		-	LICENSES AND PERMITS 66601 00	-	-	-
		2,000	SMALL TOOLS/MINOR EQUIP 66651 00	2,000	2,000	2,000
			<u>Water Expenses- Other</u>			
\$ 54,211.74	\$ 51,168.90	60,000	ELECTRICITY-PUMPING 66901 17	60,000	60,000	60,000
\$ 65,769.10	\$ 64,134.50	72,740	FRANCHISE FEES 66901 99	65,000	65,000	65,000
\$ 15,011.36	\$ 14,542.26	10,260	PURCHASED WATER 66901 10	10,500	10,500	10,500
		6,500	SCADA DATA SYSTEMS 66901 36	6,500	6,500	6,500
\$ 2,881.37	\$ 9,790.18	10,000	WATER CONSERVATION 66901 12	10,000	10,000	10,000
\$ -		25,000	WATER SYS MAINTENANCE 66901 98	25,000	25,000	25,000
\$ 17,456.10	\$ 8,282.15	12,000	WATER TESTING 66901 04	12,000	12,000	12,000
\$ 20,018.00	\$ 17,245.03	20,000	WATER TREATMENT 66901 16	20,000	20,000	20,000
\$ 1,197,312.00	\$ 842,918.69	736,414	TOTAL MATERIALS AND SERVICES	741,422	741,422	741,422

PW Water Fund (211-00)

ARRA PROJECT- WELL #9	211-00- 67001	00	Carry over from FY 2010-11..
WATER SYSTEM IMPROVEMENTS	211-00- 67302	00	Miscellaneous projects for the water system. In addition, pays for Capital Improvement Plan improvements.
EQUIPMENT	211-00- 67401	00	Equipment purchases specific to the Water Fund.
BLDG EQUIPMENT- CITY HALL	211-00- 67402	00	Allocated: Costs for City Hall building equipment.
BLDG EQUIPMENT-CITY SHOPS	211-00- 67404	00	Allocated: Costs for City Shops building equipment.
OFFICE EQUIPMENT	211-00- 67405	00	Allocated and Direct- Costs for new office equipment.
CONTINGENCY	211-00- 69100	00	For unforeseen events and cannot be used without City Council approval.
BOND RESERVE	211-00- 67930	00	Required bond payment reserve.
ENDING FUND BALANCE	211-00- 67910	00	Unappropriated funds.

CITY OF FAIRVIEW
 Adopted Budget
 Fiscal Year 2011-12

2008-09 Actual	2009-10 Actual	2010-11 Budget	PW- WATER FUND (211-00)	4/11/2011 Proposed Budget	4/18/2011 Approved Budget	6/1/2011 Adopted Budget
			<u>Capital Outlay</u>			
\$ -	\$ 1,011,982.75	319,000	ARRA PROJECT- WELL #9	67001 00	177,000	177,000
\$ -	\$ 122,580.61	250,000	WATER SYSTEM IMPROVEMENTS	67302 00	25,000	25,000
\$ -	\$ -	35,000	EQUIPMENT	67401 00	35,000	35,000
		75	BLDG EQUIPMENT-CH	67402 00	100	100
		-	BLDG EQUIPMENT-CS	67404 00	100	100
		-	OFFICE EQUIPMENT	67405 00	-	-
\$ -	\$ 1,134,563.36	604,075	TOTAL CAPITAL OUTLAY	237,200	237,200	237,200
			<u>Other Requirements</u>			
\$ -		71,706	CONTINGENCY	69100 00	100,000	100,000
			<u>Ending Fund Balance</u>			
\$ -		144,815	BOND RESERVE	67930 00	144,815	144,815
\$ -		452,736	ENDING FUND BALANCE	67910 00	26,754	26,754
\$ -	\$ -	669,257	TOTAL OTHER REQUIREMENTS	271,569	271,569	271,569
			TOTALPW- WATER FUND			
\$ 1,197,312.00	\$ 1,977,482.05	2,377,852	EXPENSES	1,663,538	1,663,538	1,663,538
\$ 884,322.06	\$ 491,149.79	-	TOTAL FUND	\$ -	\$ -	\$ -

PW SANITARY SEWER FUND

(2011-12 Budget)

Fund 212/Dept. 00

DESCRIPTION OF PURPOSE/ FUNCTION OF THE DEPARTMENT

The purpose of the PW Sanitary Sewer Fund is to provide services directly related to the operation and maintenance of the City's sanitary sewer system. This fund pays for treatment of the City's sewage at the City of Gresham's wastewater treatment plant and is now paying the debt service payment for additional treatment capacity originally purchased in 2001.

HOW ITS MANAGED

The Public Works Director manages this fund.

DESCRIPTION OF DEPARTMENT, INCLUDING NUMBER OF PERSONNEL

The Public Works Director manages 9 funds and 2 departments within General Fund. There are fourteen full time equivalent employees in Public Works. Several Public Works employees split their time among several areas of responsibility which fall across the nine (9) funds and two (2) departments. The PW Director allocates (per the budget) approximately 25% of his time to PW Sanitary Sewer Fund and eight (8) staff members allocate the equivalent of 2.87 FTE to PW Sanitary Sewer Fund.

ACCOMPLISHMENTS – FISCAL YEAR 2010-11

1. Continued to maintain the daily operations of the sanitary sewer department; providing reliable conveyance of sanitary sewage to the Gresham Waste Water Treatment Plant.
2. Continued to monitor sewer flows from the completed Old Town Phase 1 and 2 Inflow/Infiltration Reduction Program in anticipation of Phase 3 and beyond.
3. Design of Phase III of the Old Town Sewer Replacement Projects.

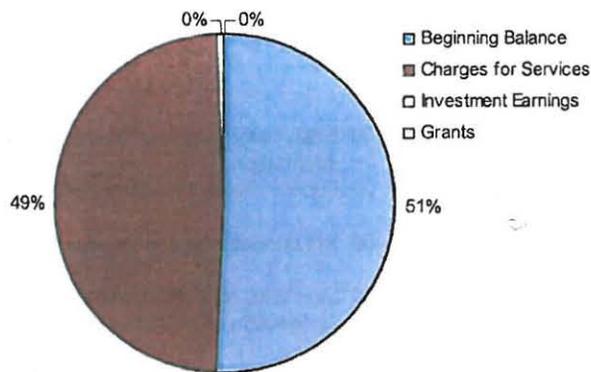
FOCUS/GOALS FOR FISCAL YEAR 2011-12

1. Continue to implement the Old Town Sewer Replacement Program as listed in the Capital Improvement Plan.
2. Construct Cedar Street sewer (phase 3 of I&I program)
3. Revisit the sanitary sewer master plan

FUNDING SOURCES

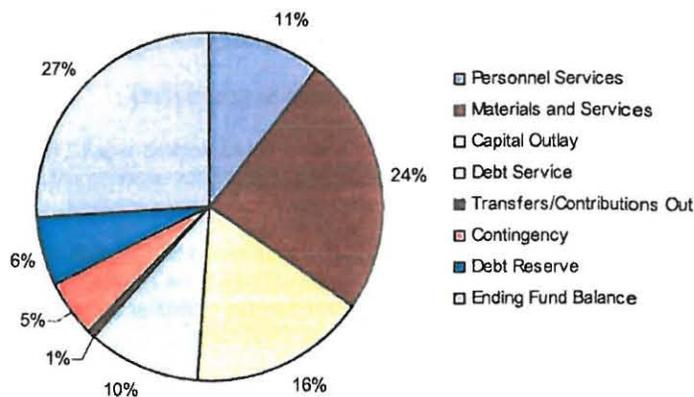
Sanitary sewer usage fees (customers) are the funding source for this fund. In December 2008, City Council approved a resolution that did not increase sewer rates beyond for 2009 and 2010. City Council again, did not increase rates for February 2011. However, future rate increases will be needed to ensure the Sanitary Sewer system is adequately operated and maintained.

Where the Money Comes From:



Total Revenue: \$3,743,454

Where the Money Goes:



Total Expenditures: \$3,743,454

MAJOR DIFFERENCES BETWEEN FISCAL YEAR 2009-10 AND FISCAL YEAR 2011-12:

No significant differences are anticipated between these two fiscal years.

FUND STATUS (Overall)

The status of the PW Sanitary Sewer Fund is stable. Based upon expected resources, the fund will be able to meet current levels of service and financial obligations.

In all cases, the Public Works Director will be fiscally responsible and spend no more than is needed to administer effective departmental operations as approved by the City Administrator and City Council.

PW Sewer Fund (212-00)

Beg. Fund Bal.	212-00- 49950	00	Cash carry-over from previous year. Estimate based on current information.
Beg. Fund Bal.- Reserved	212-00- 49950	00	Funds reserved per debt contract.
GENERAL GOVT CHARGES	212-00- 43401	00	Not budgeted this fiscal year.
SEWER SERVICES	212-00- 43444	00	User fees collected for sewer service.
CONNECTION FEES	212-00- 43445	00	Connection charges for sewer hook-ups.
INTEREST-LGIP	212-00- 43611	00	Interest received from State Local Government Investment Pool.
INTEREST ON INVESTMENTS	212-00- 43612	00	Interest received from CD at Oregon Credit Union.
MISC. REVENUE	212-00- 43901	00	Not budgeted this fiscal year.
MAYOR'S STIPEND	212-00- 61001	00	Allocated: Mayors stipend paid on a monthly basis.
CITY ADMINISTRATOR	212-00- 61101	00	Allocated: Salary per contract.
FINANCE DIRECTOR	212-00- 61103	00	Allocated: Salary based on salary wage schedule.
PW DIRECTOR	212-00- 61106	00	Allocated: Salary based on salary wage schedule.
STAFF	212-00- 61109	00	Allocated: Salary based on salary wage schedule and the labor agreement with the Teamsters' Union.
TEMPORARY HELP	212-00- 61201	00	Cost for temporary help.
OVERTIME HOURS	212-00- 61301	00	Cost for hours worked over 40 hours per work week.
CALL OUT PAY	212-00- 61302	00	Extra costs per non-working shift for on-call employees per Teamsters' contract.
CELL PHONE ALLOWANCE-EMPLOYEES	212-00- 62002	00	Cell phone allowance for authorized employees.
EMP ASSIST PROGRAM/ FSA FEES	212-00- 62003	00	Costs to provide the Employee Assist Program and FSA Program.
LONGEVITY	212-00- 62004	00	Additional pay based on years of service (for employees hired prior to July 1, 2008 only).
DENTAL INSURANCE	212-00- 62101	00	Dental Insurance provided to employees.
MEDICAL INSURANCE	212-00- 62102	00	Medical Insurance provided to employees.
LIFE INSURANCE	212-00- 62103	00	Life Insurance cost share with employees.
LONG TERM Disability INS	212-00- 62104	00	Long Term Disability Insurance provided to employees.
WORKERS COMP INSURANCE	212-00- 62105	00	Workers' Compensation Insurance expense.
SOCIAL SECURITY (FICA)	212-00- 62201	00	Federal payroll taxes.
TRI-MET TAX	212-00- 62202	00	Tri-Met payroll taxes.
WBF ASSESSMENT	212-00- 62203	00	Workers' Benefit Fund payroll expense.
PERS/OPSRP	212-00- 62301	00	Retirement for employees.
UNEMP. INSURANCE	212-00- 62501	00	Unemployment payroll tax.
VACATION BUY-OUT	212-00- 62901	00	Accrued vacation paid out to employees one time per year (40 hours max) or upon employment separation.

**CITY OF FAIRVIEW
Adopted Budget
Fiscal Year 2011-12**

			PW-SEWER FUND (212-00)				
2008-09 Actual	2009-10 Actual	2010-11 Budget			4/11/2011 Proposed Budget	4/18/2011 Approved Budget	6/1/2011 Adopted Budget
\$ 1,444,296.37	\$ 1,736,791.00	1,272,249	Beg. Fund Bal.	49950 00	1,662,213	1,662,213	1,662,213
\$ -	\$ -	234,914	Beg. Fund Bal.- Reserved	49950 00	234,914	234,914	234,914
	\$ 73,187.00		- GENERAL GOVT CHARGES	43401 00	-	-	-
\$ 1,808,805.03	\$ 1,854,780.44	1,820,000	SEWER SERVICES	43444 00	1,828,000	1,828,000	1,828,000
\$ 730.00	\$ 295.00	500	CONNECTION FEES	43445 00	500	500	500
\$ 30,803.46	\$ 11,009.07	15,072	INTEREST-LGIP	43611 00	17,827	17,827	17,827
\$ -	\$ -		- INTEREST ON INVESTMENTS	43612 00	-	-	-
\$ -	\$ -		- MISC REVENUE	43901 00	-	-	-
\$ 3,284,634.86	\$ 3,676,062.51	3,342,735	TOTAL SEWER RESOURCES		3,743,454	3,743,454	3,743,454

**Personnel- Salaries and
Wages**

240	MAYOR'S STIPEND	61001 00	240	240	240
9,557	CITY ADMINISTRATOR	61101 00	10,001	10,001	10,001
17,839	FINANCE DIRECTOR	61103 00	18,574	18,574	18,574
18,468	PW DIRECTOR	61106 00	23,217	23,217	23,217
167,817	STAFF	61109 00	180,383	180,383	180,383
5,900	TEMPORARY HELP	61201 00	11,720	11,720	11,720
4,555	OVERTIME HOURS	61301 00	5,787	5,787	5,787
3,451	CALL OUT PAY	61302 00	4,767	4,767	4,767

Personnel- Benefits

1,125	CELL PHONE ALLOWANCE	62002 00	1,404	1,404	1,404
37	EMP ASSIST PROGRAM	62003 00	55	55	55
2,898	LONGEVITY	62004 00	2,538	2,538	2,538
4,978	DENTAL INSURANCE	62101 00	2,406	2,406	2,406
50,941	MEDICAL INSURANCE	62102 00	60,135	60,135	60,135
747	LIFE INSURANCE	62103 00	311	311	311
747	LONG TERM DISABILITY INS	62104 00	975	975	975
5,200	WORKERS COMP INSURANCE	62105 00	2,638	2,638	2,638
17,410	SOCIAL SECURITY (FICA)	62201 00	17,498	17,498	17,498
1,555	TRI-MET TAX	62202 00	1,695	1,695	1,695
238	WBF ASSESSMENT	62203 00	230	230	230
27,758	PERS/OPSRP	62301 00	49,100	49,100	49,100
1,595	UNEMP. INSURANCE	62501 00	1,815	1,815	1,815
2,234	VACATION BUY-OUT	62901 00	2,363	2,363	2,363

		345,050	TOTAL PERSONNEL EXPENSES		397,852	397,852	397,852
\$ -	\$ -						

PW Sewer Fund (212-00)

EMPLOYEE RECOGNITION	212-00- 62951	00	
SAFETY AWARD PROGRAM	212-00- 62952	00	Not budgeted this fiscal year.
UNIFORMS	212-00- 62953	00	Costs of uniforms for Public Works Sewer employees. Includes work pants, shirts, jackets, safety boots, rain gear, gloves and safety apparel.
CONTRACT SERVICES	212-00- 63001	00	Professional contract services specifically for sewer. (ie. Sewer line cleaning, manhole rehab, etc.)
HR ADMINISTRATION	212-00- 63101	00	Allocated: Helen Trowle and other expenses that benefit all departments and funds. Some expenses directly related are not allocated.
AUDIT & ACCOUNTING	212-00- 63301	00	Allocated: Costs of annual audit and technical support- Dickey and Tremper, LLC.
LEGAL	212-00- 63302	00	Allocated: City legal services-Beery, Elsner, and Hammond, LLC.
ARCHITECTURAL/DESIGN ENGINEERING	212-00- 63303	00	Costs for professional services to provide engineering services for design and architecture related to sewer systems and Sewer Fund.
ENGINEERING AND MAPS	212-00- 63304	00	Costs for professional services to provide engineering services and for professional maps.
PROPERTY ALARM SERVICES	212-00- 63305	00	Allocated: Costs for monthly alarm system monitoring.
IT SERVICES	212-00- 63401	00	Allocated: Mozy Pro, Windows, Smoke and Mirrors Computers, etc.
WEBSITE MANAGEMENT	212-00- 63402	00	Allocated: Monthly expense to maintain re-designed website.
REFUSE/ SHREDDING	212-00- 64211	00	Allocated: Costs for shredding confidential documents per Red Flag Rules, Cintas.
BLDG CLEANING SRVCS	212-00- 64231	00	Allocated: Contracted monthly costs for twice weekly janitorial services, Friendly Cleaners.
VEHICLE MAINT/REP	212-00- 64301	00	Costs associated with maintaining Public Works vehicle fleet. Includes oil changes, tires, etc.
BLDG REP/MAINT	212-00- 64302	00	Allocated: Costs for repairing and maintaining existing City Hall building and existing City Hall building equipment (such as elevator, HVAC System, sinks, etc.). Includes yearly maintenance agreements. Also costs for repairs to City Shop buildings.
OFFICE EQUIP REP/MAIN	212-00- 64303	00	Allocated: Costs for the repair and maintenance of office equipment. Includes copiers, faxes, typewriters, printers, etc.) Includes yearly maintenance agreements, DOES NOT include monthly fees.
EQUIP REP/MAINT	212-00- 64304	00	Cost for the repair of equipment and machinery needed to carry out the functions of the Sewer Fund.
RENT EXPENSE-TO GF	212-00- 64411	00	Costs for office space in City Hall.
EQUIP RENT	212-00- 64421	00	Allocated: Costs for rental of copier and postage machine and any other office equipment rental. Also includes rental of equipment necessary to carry out the functions of the Sewer Fund.
DEBT ISSUANCE EXP.	212-00- 64701	00	Not budgeted this fiscal year.
PRIN/ GRESHAM	212-00- 64702	05	Principal debt payment to the City of Gresham for purchased sewer capacity.
INT/ GRESHAM	212-00- 64703	05	Interest debt payment to the City of Gresham for purchased sewer capacity.
ER CONTRIBUTION	212-00- 64916	22	Transfer of funds to Equipment Replacement Fund for future capital outlay purchases.
FM CONTRIBUTION	212-00- 64917	22	Transfer of funds to Facilities Maintenance Fund for future capital outlay purchases.
EXPENSE REIMB TO OTHER FUNDS (GEN, AEC)	212-00- 00000	00	Not budgeted this fiscal year.

PW Sewer Fund (212-00)

GENERAL LIAB/PROP INSURANCE	212-00- 65201	00	Allocated: Property, General Liability, and Auto Insurance.
POSTAGE	212-00- 65302	00	Allocated and direct. Costs for postage to mail general envelopes, etc.
TELEPHONE-CH	212-00- 65303	00	Allocated: Telephones, voice mail, and fax services for City Hall.
TELEPHONE-CITY SHOPS	212-00- 65303	01	Allocated: Telephones, voice mail, and fax services for the City Shops.
WIRELESS TECHNOLOGY	212-00- 65304	00	Costs for wireless technology such as department cell phones.
PUBLICATIONS	212-00- 65401	00	Costs for publishing ads in newspaper, magazines, and other publications.
PRINTING	212-00- 65501	00	Costs for professional printing and design services for business cards, letter head, etc.
TRAVEL- MEETINGS/ERRANDS	212-00- 65801	00	Reimbursement costs for staff travel to attend local meetings or run local errands.
BANK FEES	212-00- 65901	00	Allocated: Costs for banking services.
MERCHANT FEES	212-00- 65902	00	Allocated: Costs for credit card payment services.
OFFICE SUPPLIES	212-00- 66101	00	General office supplies such as pens, paper, staples, markers, etc.
OPERATING MATERIALS	212-00- 66102	00	Sewer system operations and maintenance items. (ie. Pumps, pipe, gravel, etc.)
UTILITY NOTIFICATION CTR.	212-00- 66102	01	Costs for utility notification program (Oregon One-Call Program).
BLDG SUPP- CH	212-00- 66103	00	Allocated: Supplies for City Hall including cleaning products, toilet paper, coffee, etc.
BLDG SUPP-SHOPS	212-00- 66104	00	Allocated: Supplies for City Shops including cleaning products, toilet paper, coffee, etc.
GAS/HEAT- CH	212-00- 66211	00	Allocated: Gas heat for City Hall.
GAS/HEAT-SHOPS	212-00- 66211	01	Allocated: Gas heat for the City Shops.
ELECTRICITY-CH	212-00- 66221	00	Allocated: Electricity for City Hall.
ELECTRICITY- SHOPS	212-00- 66221	01	Allocated: Electricity for the City Shops.
FUEL	212-00- 66261	01	Allocated: Costs for fuel for the Public Works Fleet and equipment.
MEETING ATTENDANCE- PWD	212-00- 66301	00	Costs for meals and lodging to attend meetings by the Public Works Director.
CONF-MEALS/LODGING	212-00- 66302	00	Costs for meals and lodging to attend conferences.
DUES/SUB/MEMBERSHIP	212-00- 66501	00	Costs for dues and memberships to professional organizations.
TRAINING & CONF.	212-00- 66502	00	Registration costs for conferences and trainings.
LICENSES AND PERMITS	212-00- 66601	00	Not budgeted this fiscal year.
SMALL TOOLS/MINOR EQUIP	212-00- 66651	00	Costs for small tools less than \$1000 each.
SEWER DISPOSAL	212-00- 66901	19	Amount paid to City of Gresham for sewage treatment (metered flows).
ELECTRICITY-PUMPING	212-00- 66901	17	Electrical costs for sewage pumping at Interlachen, Blue Lake, Fairview Lake, and Marine Drive pump stations.
FRANCHISE FEES	212-00- 66901	99	Franchise fee paid to the General Fund based on 6% of Gross Sales Revenue.
SCADA DATA SYSTEMS	212-00- 66901	36	Cost for SCADA services- Kip Edgely.
SEWER SYSTEM MAINTENANCE	212-00- 66901	98	Costs for miscellaneous maintenance and repair projects for the sewer system. (ie. Line cleaning, manhole repair, etc.)

**CITY OF FAIRVIEW
Adopted Budget
Fiscal Year 2011-12**

2008-09 Actual	2009-10 Actual	2010-11 Budget	PW-SEWER FUND (212-00)	4/11/2011 Proposed Budget	4/18/2011 Approved Budget	6/1/2011 Adopted Budget
			<u>Insurance- Other than payroll related</u>			
		9,159	GENERAL LIAB/PROP INSURANCE	65201 00	10,982	10,982
			<u>Other Purchased Services</u>			
		4,300	POSTAGE	65302 00	2,930	2,930
		1,280	TELEPHONE-CH	65303 00	1,580	1,580
		1,200	TELEPHONE-CS	65303 01	1,400	1,400
		280	WIRELESS TECHNOLOGY	65304 00	550	550
		134	PUBLICATIONS	65401 00	200	200
		480	PRINTING	65501 00	400	400
		100	TRAVEL-STAFF	65801 00	100	100
		1,500	BANK FEES	65901 00	5,700	5,700
		531	MERCHANT FEES	65902 00	575	575
		50	CREDIT CARD FEES	65903 00	145	145
			<u>Supplies</u>			
		500	OFFICE SUPPLIES	66101 00	750	750
\$ 44,273.18	\$ 5,397.28	13,000	OPERATING MATERIALS	66102 00	13,000	13,000
			- UTILITY NOTIFICATION	66102 01	200	200
		260	BLDG SUPP- CH	66103 00	355	355
		110	BLDG SUPP-CS	66104 00	250	250
		27	GAS/HEAT-CH	66211 00	30	30
		160	GAS/HEAT-CS	66211 01	205	205
		2,500	ELECTRICITY-CH	66221 00	3,085	3,085
		375	ELECTRICITY-CS	66221 01	550	550
		2,800	FUEL	66261 01	3,800	3,800
			<u>Operating Expenses Other</u>			
			- MEETING ATTENDANCE- PWD	66301 00	50	50
		1,200	CONF-MEALS/LODGING	66302 00	1,200	1,200
		2,450	DUES/SUB/MEMBERSHIP	66501 00	2,125	2,125
		1,200	TRAINING & CONF.	66502 00	1,200	1,200
			- LICENSES AND PERMITS	66601 00	-	-
		2,000	SMALL TOOLS/MINOR EQUIP	66651 00	2,000	2,000
			<u>Sewer Expenses- Other</u>			
\$ 701,767.84	\$ 704,137.10	735,000	SEWER DISPOSAL	66901 19	735,000	735,000
\$ 10,348.96	\$ 10,761.32	12,000	ELECTRICITY-PUMPING	66901 17	12,000	12,000
\$ 108,528.30	\$ 106,604.39	110,800	FRANCHISE FEES	66901 99	110,800	110,800
		6,500	SCADA DATA SYSTEMS	66901 36	6,500	6,500
		20,000	SEWER SYSTEM MAINTENANCE	66901 98	20,000	20,000
\$ 1,529,599.49	\$ 1,427,880.34	1,304,113	TOTAL MATERIALS AND SERVICES		1,316,690	1,316,690

PW Sewer Fund (212-00)

SEWER SYS IMPROVEMENTS	212-00- 67302	00	Sanitary sewer re-habilitation projects and replacement or upgrading to major portions of the City's sewer system.
EQUIPMENT	212-00- 67401	00	Equipment purchases specific to the Sewer Fund.
BLDG EQUIPMENT- CITY HALL	212-00- 67402	00	Allocated: Costs for City Hall building equipment.
BLDG EQUIPMENT-CITY SHOPS	212-00- 67404	00	Allocated: Costs for City Shops building equipment.
OFFICE EQUIPMENT	212-00- 67405	00	Not budgeted this fiscal year.
CONTINGENCY	212-00- 69100	00	For unforeseen events and cannot be used without City Council approval.
DEBT RESERVE	212-00- 67930	00	Reserve for Gresham Sewer Debt Payments (approximately 2 years)
ENDING FUND BALANCE	212-00- 67910	00	Unappropriated funds.

CITY OF FAIRVIEW
Adopted Budget
Fiscal Year 2011-12

			PW-SEWER FUND (212-00)		4/11/2011 Proposed Budget			4/18/2011 Approved Budget			6/1/2011 Adopted Budget		
2008-09 Actual	2009-10 Actual	2010-11 Budget											
<u>CAPITAL OUTLAY</u>													
\$ 18,243.00	\$ 456,426.28	60,000	SEWER SYS IMPROVEMENTS	67302 00	600,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000	
\$ -	\$ 9,012.95	12,000	EQUIPMENT	67401 00	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	
		75	BLDG EQUIPMENT-CH	67402 00	150	150	150	150	150	150	150	150	
		-	BLDG EQUIPMENT-CS	67404 00	150	150	150	150	150	150	150	150	
		-	OFFICE EQUIPMENT	67405 00	-	-	-	-	-	-	-	-	
\$ 18,243.00	\$ 465,439.23	72,075	TOTAL CAPITAL OUTLAY		612,300	612,300	612,300	612,300	612,300	612,300	612,300	612,300	
<u>Other Requirements</u>													
\$ -	\$ -	134,376	CONTINGENCY	69100 00	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	
<u>Ending Fund Balance</u>													
	\$ -	234,914	DEBT RESERVE	67930 00	234,914	234,914	234,914	234,914	234,914	234,914	234,914	234,914	
\$ -	\$ -	1,252,207	ENDING FUND BALANCE	67910 00	981,698	981,698	981,698	981,698	981,698	981,698	981,698	981,698	
\$ -	\$ -	1,621,497	TOTAL OTHER REQUIREMENTS		1,416,612	1,416,612	1,416,612	1,416,612	1,416,612	1,416,612	1,416,612	1,416,612	
\$ 1,547,842.49	\$ 1,893,319.57	3,342,735	TOTAL PW-SEWER EXPENSES		3,743,454	3,743,454	3,743,454	3,743,454	3,743,454	3,743,454	3,743,454	3,743,454	
\$ 1,736,792.37	\$ 1,782,742.94	-	TOTAL FUND		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

PW STORM WATER FUND

(2011-12 Budget)

Fund 213/Dept. 00

DESCRIPTION OF PURPOSE/ FUNCTION OF THE DEPARTMENT

The purpose of the PW Storm Water Fund is to provide services directly related to the operation and maintenance of the City's storm water system.

HOW ITS MANAGED

The Public Works Director manages this fund.

DESCRIPTION OF DEPARTMENT INCLUDING NUMBER OF PERSONNEL

The Public Works Director manages 9 funds and 2 departments within General Fund. There are fourteen full time equivalent employees in Public Works. Several Public Works employees split their time among several areas of responsibility which fall across the nine (9) funds and two (2) departments. The PW Director allocates (per the budget) approximately 15% of his time to PW Storm Water Fund and eight (8) staff members allocate the equivalent of 1.72 FTE to PW Storm Water Fund.

ACCOMPLISHMENTS – FISCAL YEAR 2010-11

1. Completed Broadway Court Dry Well Retro Fit application, design and construction.
2. Completed update of Storm Water Master Plan.

FOCUS/GOALS FOR FISCAL YEAR 2011-12

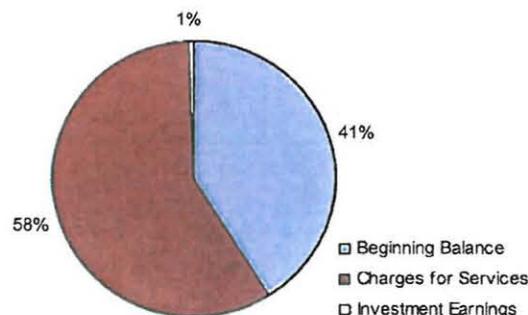
Projects proposed for FY 2011-12 as listed in the Consolidated Storm Water Master Plan include:

1. Old Town Catch Basin Retrofits.
2. Continue Pipe Replacement and Rehabilitation program.
3. Old Town Green Streets.

FUNDING SOURCES

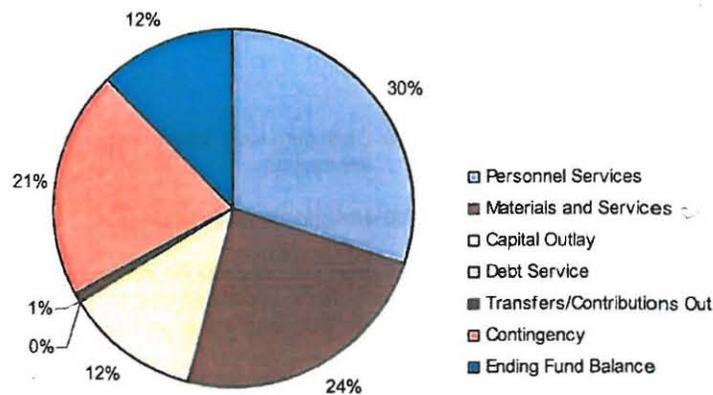
All residents and businesses fund Storm Water operations through their monthly storm water fee. In December 2008, City Council approved a resolution that increased storm water rates by 6.2% effective February 1, 2009 and February 1, 2010. The council did not raise fees for February 2011. However, future increases will be needed to ensure the City's storm water system is adequately operated and maintained and in compliance with our Storm Water Discharge Permit.

Where the Money Comes From:



Total Revenue: \$ 824,269

Where the Money Goes:



Total Expenditures: \$ 824,269

MAJOR DIFFERENCES BETWEEN FISCAL YEAR 2009-10 AND FISCAL YEAR 2011-12:

No significant differences are anticipated between these two fiscal years.

FUND STATUS (Overall)

The Storm Water Fund is able to meet the City's current obligations and levels of service.

In all cases, the Public Works Director will be fiscally responsible and spend no more than is needed to administer effective departmental operations as approved by the City Administrator and City Council.

PW Storm Water Fund (213-00)

Beg. Fund Bal.	213-00- 49950	00	Cash carry-over from previous year. Estimate based on current information.
GENERAL GOVT CHARGES	213-00- 43401	00	Not budgeted this fiscal year.
STORM WATER SERVICES	213-00- 43444	00	User fee collected for storm water service.
EROSION CONTROL	213-00- 43445	00	Permit fee for monitoring construction.
TRANSFERS IN FROM OTHER FUNDS	213-00- 00000	00	Not budgeted this fiscal year.
INTEREST-LGIP	213-00- 43611	00	Interest received from State Local Government Investment Pool.
INTEREST ON INVESTMENTS	213-00- 43612	00	Interest received from CD at Oregon Credit Union.
MISC. REVENUE	213-00- 43901	00	Not budgeted this fiscal year.
MAYOR'S STIPEND	213-00- 61001	00	Allocated: Mayors stipend paid on a monthly basis.
CITY ADMINISTRATOR	213-00- 61101	00	Allocated: Salary per contract.
FINANCE DIRECTOR	213-00- 61103	00	Allocated: Salary based on salary wage schedule.
PW DIRECTOR	213-00- 61106	00	Allocated: Salary based on salary wage schedule.
STAFF	213-00- 61109	00	Allocated: Salary based on salary wage schedule and the labor
TEMPORARY HELP	213-00- 61201	00	Cost for temporary help.
OVERTIME HOURS	213-00- 61301	00	Cost for hours worked over 40 hours per work week.
CALL OUT PAY	213-00- 61302	00	Extra costs per non-working shift for on-call employees per Teamsters' contract.
CELL PHONE ALLOWANCE-EMPLOYEES	213-00- 62002	00	Cell phone allowance for authorized employees.
EMP ASSIST PROGRAM	213-00- 62003	00	Costs to provide the Employee Assist Program and FSA Program.
LONGEVITY	213-00- 62004	00	Additional pay based on years of service (for employees hired prior to July 1, 2008 only).
DENTAL INSURANCE	213-00- 62101	00	Dental Insurance provided to employees.
MEDICAL INSURANCE	213-00- 62102	00	Medical Insurance provided to employees.
LIFE INSURANCE	213-00- 62103	00	Life Insurance cost share with employees.
LONG TERM Disability INS	213-00- 62104	00	Long Term Disability Insurance provided to employees.
WORKERS COMP INSURANCE	213-00- 62105	00	Workers' Compensation Insurance expense.
SOCIAL SECURITY (FICA)	213-00- 62201	00	Federal payroll taxes.
TRI-MET TAX	213-00- 62202	00	Tri-Met payroll taxes.
WBF ASSESSMENT	213-00- 62203	00	Workers' Benefit Fund payroll expense.
PERS/OPSRP	213-00- 62301	00	Retirement for employees.
UNEMP. INSURANCE	213-00- 62501	00	Unemployment payroll tax.
VACATION BUY-OUT	213-00- 62901	00	Accrued vacation paid out to employees one time per year (40 hours max) or upon employment separation.

**CITY OF FAIRVIEW
Adopted Budget
Fiscal Year 2011-12**

		PW- STORM WATER FUND (213-00)					
2008-09 Actual	2009-10 Actual	2010-11 Budget			4/11/2011 Proposed Budget	4/18/2011 Approved Budget	6/1/2011 Adopted Budget
\$ 217,002.00	\$ 340,715.00	320,852	Beg. Fund Bal.	49950 00	337,954	337,954	337,954
\$ -	\$ -		- GENERAL GOVT CHARGES	43401 00	-	-	-
\$ 476,899.72	\$ 505,893.88	479,000	STORM WATER SERVICES	43444 00	481,000	481,000	481,000
\$ 1,868.40	\$ 1,199.10	500	EROSION CONTROL	43445 00	500	500	500
\$ -	\$ -		TRANSFERS IN FROM OTHER				
\$ -	\$ -		- FUNDS	00000 00			
\$ 6,281.42	\$ 2,046.59	3,228	INTEREST-LGIP	43611 00	4,790	4,790	4,790
\$ -	\$ -		- INTEREST ON INVESTMENTS	43612 00	25	25	25
\$ -	\$ -		- MISC. REVENUE	43901 00	-	-	-
TOTAL STORMWATER RESOURCES							
\$ 802,051.54	\$ 849,854.57	803,580			824,269	824,269	824,269
<u>Personnel- Salaries and Wages</u>							
			240 MAYOR'S STIPEND	61001 00	240	240	240
			9,557 CITY ADMINISTRATOR	61101 00	10,001	10,001	10,001
			8,920 FINANCE DIRECTOR	61103 00	9,287	9,287	9,287
			11,081 PW DIRECTOR	61106 00	13,931	13,931	13,931
			110,842 STAFF	61109 00	109,389	109,389	109,389
			6,000 TEMPORARY HELP	61201 00	11,020	11,020	11,020
			2,880 OVERTIME HOURS	61301 00	2,767	2,767	2,767
			2,093 CALL OUT PAY	61302 00	1,788	1,788	1,788
<u>Personnel- Benefits</u>							
			585 CELL PHONE ALLOWANCE	62002 00	720	720	720
			32 EMP ASSIST PROGRAM	62003 00	55	55	55
			1,605 LONGEVITY	62004 00	1,575	1,575	1,575
			3,275 DENTAL INSURANCE	62101 00	1,509	1,509	1,509
			33,504 MEDICAL INSURANCE	62102 00	37,714	37,714	37,714
			487 LIFE INSURANCE	62103 00	194	194	194
			487 LONG TERM DISABILITY INS	62104 00	607	607	607
			2,625 WORKERS COMP INSURANCE	62105 00	2,638	2,638	2,638
			11,393 SOCIAL SECURITY (FICA)	62201 00	10,681	10,681	10,681
			1,017 TRI-MET TAX	62202 00	1,027	1,027	1,027
			157 WBF ASSESSMENT	62203 00	149	149	149
			17,642 PERS/OPSRP	62301 00	28,850	28,850	28,850
			1,043 UNEMP. INSURANCE	62501 00	1,106	1,106	1,106
			1,450 VACATION BUY-OUT	62901 00	1,450	1,450	1,450
TOTAL PERSONNEL EXPENSES							
\$ -	\$ -	226,915			246,698	246,698	246,698

PW Storm Water Fund (213-00)

EMPLOYEE RECOGNITION	213-00- 62951	00	
SAFETY AWARD PROGRAM	213-00- 62952	00	Not budgeted this fiscal year.
UNIFORMS	213-00- 62953	00	Costs of uniforms for Public Works Storm water employees. Includes work pants, shirts, jackets, safety boots, rain gear, gloves and safety apparel.
CONTRACT SERVICES	213-00- 63001	00	Professional contract services specifically for storm water. (ie. Storm water master plan)
HR ADMINISTRATION	213-00- 63101	00	Allocated: Helen Trowle and other expenses that benefit all departments and funds. Some expenses directly related are not allocated.
AUDIT & ACCOUNTING	213-00- 63301	00	Allocated: Costs of annual audit and technical support- Dickey and Tremper, LLC.
LEGAL	213-00- 63302	00	Allocated: City legal services-Beery, Elsner, and Hammond, LLC.
ARCHITECTURAL/DESIGN ENGINEERING	213-00- 63303	00	Costs for professional services to provide engineering services for design and architecture related to storm water systems and Storm water Fund.
ENGINEERING AND MAPS	213-00- 63304	00	Costs for professional services to provide engineering services and for professional maps.
PROPERTY ALARM SERVICES	213-00- 63305	00	Allocated: Costs for monthly alarm system monitoring.
IT SERVICES	213-00- 63401	00	Allocated: Mozy Pro, Windows, Smoke and Mirrors Computers, etc.
WEBSITE MANAGEMENT	213-00- 63402	00	Allocated: Monthly expense to maintain re-designed website.
REFUSE/ SHREDDING	213-00- 64211	00	Allocated: Costs for shredding confidential documents per Red Flag Rules, Cintas.
BLDG CLEANING SRVCS	213-00- 64231	00	Allocated: Contracted monthly costs for twice weekly janitorial services, Friendly Cleaners.
VEHICLE MAINT/REP	213-00- 64301	00	Costs associated with maintaining Public Works vehicle fleet. Includes oil changes, tires, etc.
BLDG REP/MAINT	213-00- 64302	00	Allocated: Costs for repairing and maintaining existing City Hall building and existing City Hall building equipment (such as elevator, HVAC System, sinks, etc.). Includes yearly maintenance agreements. Also costs for repairs to City Shop buildings.
OFFICE EQUIP REP/MAIN	213-00- 64303	00	Allocated: Costs for the repair and maintenance of office equipment. Includes copiers, faxes, typewriters, printers, etc.) Includes yearly maintenance agreements, DOES NOT include monthly fees.
EQUIP REP/MAINT	213-00- 64304	00	Cost for the repair of equipment and machinery needed to carry out the functions of the Storm water Fund.
RENT- TO GF	213-00- 64411	00	Costs for office space in City Hall.
EQUIP RENT	213-00- 64421	00	Allocated: Costs for rental of copier and postage machine and any other office equipment rental. Also includes rental of equipment necessary to carry out the functions of the Sewer Fund.
DEBT ISSUANCE EXP.	213-00- 64701	00	Not budgeted this fiscal year.
ER CONTRIBUTION	213-00- 64916	23	Transfer of funds to Equipment Replacement Fund for future capital outlay purchases.
FM CONTRIBUTION	213-00- 64917	23	Transfer of funds to Facilities Maintenance Fund for future capital outlay purchases.
EXPENSE REIMB TO OTHER FUNDS (GEN,AEC)	213-00- 00000	00	Not budgeted this fiscal year.

**CITY OF FAIRVIEW
Adopted Budget
Fiscal Year 2011-12**

PW- STORM WATER FUND (213-00)				4/11/2011 Proposed Budget	4/18/2011 Approved Budget	6/1/2011 Adopted Budget	
2008-09 Actual	2009-10 Actual	2010-11 Budget					
<u>Other Personnel Expenses- Not payroll related</u>							
			- EMPLOYEE RECOGNITION	62951 00	225	225	225
			- SAFETY AWARD PROGRAM	62952 00	-	-	-
			800 UNIFORMS	62953 00	800	800	800
<u>Purchased Professional and IT Services</u>							
\$	9,821.52	\$ 250.00	25,000 CONTRACT SERVICES	63001 00	25,000	25,000	25,000
			1,470 HR ADMINISTRATION	63101 00	750	750	750
			6,067 AUDIT & ACCOUNTING	63301 00	4,000	4,000	4,000
			2,500 LEGAL	63302 00	3,000	3,000	3,000
			ARCHITECTURAL/DESIGN				
			- ENGINEERING	63303 00	500	500	500
			15,000 ENGINEERING AND MAPS	63304 00	15,000	15,000	15,000
			110 PROPERTY ALARM SERVICES	63305 00	155	155	155
			8,121 IT SERVICES	63401 00	6,975	6,975	6,975
			210 WEBSITE MANAGEMENT	63402 00	1,953	1,953	1,953
<u>Purchased Property Services</u>							
			91 REFUSE/ SHREDDING	64211 00	110	110	110
			840 BLDG CLEANING SRVCS	64231 00	1,440	1,440	0
			4,000 VEHICLE REP/MAINT	64301 00	4,000	4,000	4,000
			1,230 BLDG REP/MAINT	64302 00	2,150	2,150	2,150
			- OFFICE EQUIP REP/MAIN	64303 00	-	-	-
\$	2,761.83	\$ 2,022.35	3,000 EQUIP REP/MAINT	64304 00	3,000	3,000	3,000
\$	11,100.00		10,000 RENT EXP- TO GF	64411 00	10,000	10,000	10,000
			1,892 EQUIP RENT	64421 00	2,030	2,030	2,030
<u>Debt Services</u>							
			- DEBT ISSUANCE EXP.	64701 00	-	-	-
<u>Transfers Out to Other Funds</u>							
\$	7,181.00		4,697 ER CONTRIBUTION	64916 23	5,847	5,847	5,847
\$	-		700 FM CONTRIBUTION	64917 23	1,000	1,000	1,000
\$	321,324.00	\$ 321,815.04	- EXPENSE REIMB TO OTHER FUNDS	00000 00	-	-	-
\$	-		(GEN,AEC)				

PW Storm Water Fund (213-00)

GENERAL LIAB/PROP INSURANCE	213-00- 65201 00	Allocated: Property, General Liability, and Auto Insurance.
POSTAGE	213-00- 65302 00	Allocated and direct. Costs for postage to mail general envelopes, etc.
TELEPHONE-CH	213-00- 65303 00	Allocated: Telephones, voice mail, and fax services for City Hall.
TELEPHONE- CITY SHOPS	213-00- 65303 01	Allocated: Telephones, voice mail, and fax services for the City Shops.
WIRELESS TECHNOLOGY	213-00- 65304 00	Costs for wireless technology such as department cell phones.
PUBLICATIONS	213-00- 65401 00	Costs for publishing ads in newspaper, magazines, and other publications.
PRINTING	213-00- 65501 00	Costs for professional printing and design services for business cards, letter head, etc.
TRAVEL	213-00- 65801 00	Reimbursement costs for staff travel to attend local meetings or run local errands.
BANK FEES	213-00- 65901 00	Allocated: Costs for banking services.
MERCHANT FEES	213-00- 65902 00	Allocated: Costs for credit card payment services.
OFFICE SUPPLIES	213-00- 66101 00	General office supplies such as pens, paper, staples, markers, etc.
OPERATING MATERIALS	213-00- 66102 00	Materials specific to storm water including, educational materials, pipe, rock, sand, tools, storm line cleaning supplies, etc.
UTILITY NOTIFICATION CTR.	213-00- 66102 01	Costs for utility notification program (Oregon One-Call Program).
BLDG SUPP- CH	213-00- 66103 00	Allocated: Supplies for City Hall including cleaning products, toilet paper, coffee, etc.
BLDG SUPP-SHOPS	213-00- 66104 00	Allocated: Supplies for City Shops including cleaning products, toilet paper, coffee, etc.
GAS/HEAT- CH	213-00- 66211 00	Allocated: Gas heat for City Hall.
GAS/HEAT-SHOPS	213-00- 66211 01	Allocated: Gas heat for the City Shops.
ELECTRICITY-CH	213-00- 66221 00	Allocated: Electricity for City Hall.
ELECTRICITY- SHOPS	213-00- 66221 01	Allocated: Electricity for the City Shops.
FUEL	213-00- 66261 01	Allocated: Costs for fuel for the Public Works Fleet and equipment.
MEETING ATTENDANCE- PWD	213-00- 66301 00	Costs for meals and lodging to attend meetings by the Public Works
CONF-MEALS/LODGING	213-00- 66302 00	Costs for meals and lodging to attend conferences.
DUES/SUB/MEMBERSHIP	213-00- 66501 00	Costs for dues and memberships to professional organizations.
TRAINING & CONF.	213-00- 66502 00	Registration costs for conferences and trainings.
LICENSES AND PERMITS	213-00- 66601 00	NPDES permitting and cost for continued compliance with NPDES Permit.
SMALL TOOLS/MINOR EQUIP	213-00- 66651 00	Costs for small tools less than \$1000 each.
PUBLIC EDUCATION	213-00- 66901 09	Public education required under the City's NPDES Permit.
WATER TESTING	213-00- 66901 04	Routine water testing for NPDES compliance.
FRANCHISE FEES	213-00- 66901 99	Franchise fee paid to the General Fund based on 6% of Gross Sales Revenue.
STORM WATER SYS MAINTENANCE	213-00- 66901 98	Costs for miscellaneous maintenance and repair projects for the storm water system. (ie. Prisoner work, vactoring, line cleaning, etc.)

**CITY OF FAIRVIEW
Adopted Budget
Fiscal Year 2011-12**

2008-09 Actual	2009-10 Actual	2010-11 Budget	PW- STORM WATER FUND (213-00)	4/11/2011 Proposed Budget	4/18/2011 Approved Budget	6/1/2011 Adopted Budget
			<u>Insurance- Other than payroll related</u>			
			5,045 GENERAL LIAB/PROP INSURANCE 65201 00	5,780	5,780	5,780
			<u>Supplies</u>			
			3,300 POSTAGE 65302 00	1,550	1,550	1,550
			1,110 TELEPHONE-CH 65303 00	1,275	1,275	1,275
			2,000 TELEPHONE-CS 65303 01	925	925	925
			180 WIRELESS TECHNOLOGY 65304 00	210	210	210
			140 PUBLICATIONS 65401 00	200	200	200
			336 PRINTING 65501 00	500	500	500
			100 TRAVEL 65801 00	100	100	100
			1,000 BANK FEES 65901 00	3,000	3,000	3,000
			30 MERCHANT FEES 65902 00	295	295	295
			- CREDIT CARD FEES 65903 00	75	75	75
			<u>Other Purchased Services</u>			
			500 OFFICE SUPPLIES 66101 00	750	750	750
\$	7,389.63	\$ 5,346.41	7,250 OPERATING MATERIALS 66102 00	7,250	7,250	7,250
			- UTILITY NOTIFICATION 66102 01	250	250	250
			240 BLDG SUPP- CH 66103 00	345	345	345
			70 BLDG SUPP-CS 66104 00	250	250	250
			18 GAS/HEAT-CH 66211 00	25	25	25
			125 GAS/HEAT-CS 66211 01	150	150	150
			2,270 ELECTRICITY-CH 66221 00	2,895	2,895	5
			800 ELECTRICITY-CS 66221 01	400	400	400
			2,800 FUEL 66261 01	3,800	3,800	3,800
			<u>Operating Expenses Other</u>			
			25 MEETING ATTENDANCE- PWD 66301 00	50	50	50
			1,500 CONF-MEALS/LODGING 66302 00	1,500	1,500	1,500
			2,800 DUES/SUB/MEMBERSHIP 66501 00	1,500	1,500	1,500
			1,500 TRAINING & CONF. 66502 00	1,500	1,500	1,500
			<u>Storm Water Expenses- Other</u>			
\$	1,247.00	\$ 1,247.00	6,000 LICENSES AND PERMITS 66601 00	6,000	6,000	6,000
			3,200 SMALL TOOLS/MINOR EQUIP 66651 00	3,200	3,200	3,200
\$	4,663.00	\$ 4,393.50	6,000 PUBLIC EDUCATION 66901 09	6,000	6,000	6,000
\$	11,206.04	\$ 11,497.33	18,000 WATER TESTING 66901 04	18,000	18,000	18,000
\$	28,613.98	\$ 30,206.54	29,419 FRANCHISE FEES 66901 99	29,419	29,419	29,419
\$	-	-	20,000 STORM WATER SYS MAINTENANCE 66901 98	20,000	20,000	20,000
\$	405,308.00	\$ 376,778.17	201,486 TOTAL MATERIALS AND SERVICES	205,129	205,129	205,129

PW Storm Water Fund (213-00)

STORM WATER SYSTEM IMPROV. EQUIPMENT	213-00- 67302 00	Costs for improvement to City's Storm water System. Funds being
BLDG EQUIPMENT- CITY HALL	213-00- 67401 00	Not budgeted for this fiscal year.
BLDG EQUIPMENT-CITY SHOPS	213-00- 67402 00	Not budgeted for this fiscal year.
OFFICE EQUIPMENT	213-00- 67404 00	Not budgeted for this fiscal year.
	213-00- 67405 00	Not budgeted for this fiscal year.
CONTINGENCY	213-00- 69100 00	For unforeseen events.
ENDING FUND BALANCE	213-00- 67910 00	Unappropriated funds.

CITY OF FAIRVIEW
 Adopted Budget
 Fiscal Year 2011-12

			PW- STORM WATER FUND (213-00)		4/11/2011 Proposed Budget	4/18/2011 Approved Budget	6/1/2011 Adopted Budget
2008-09 Actual	2009-10 Actual	2010-11 Budget					
<u>CAPITAL OUTLAY</u>							
\$ 56,029.00	\$ 94,369.47	96,000	STORM WATER SYSTEM IMPROV.	67302 00	100,000	100,000	100,000
\$ -	\$ -		- EQUIPMENT	67401 00	-	-	-
			50 BLDG EQUIPMENT-CH	67402 00	-	-	-
			- BLDG EQUIPMENT-CS	67404 00	-	-	-
			- OFFICE EQUIPMENT	67405 00	-	-	-
\$ 56,029.00	\$ 94,369.47	96,050	TOTAL CAPITAL OUTLAY		100,000	100,000	100,000
<u>Other Requirements</u>							
\$ -		30,532	CONTINGENCY	69100 00	171,645	171,645	171,645
<u>Ending Fund Balance</u>							
\$ -		248,597	ENDING FUND BALANCE	67910 00	100,797	100,797	100,797
\$ -	\$ -	279,129	TOTAL OTHER REQUIREMENTS		272,442	272,442	272,442
TOTAL PW STORM WATER							
\$ 481,377.00	\$ 471,147.84	803,580	EXPENSES		824,269	824,269	824,269
\$ 348,744.54	\$ 378,708.93		TOTAL FUND		\$ -	\$ -	\$ -
\$22,532,363.71	\$ 21,141,528.56	17,808,291	TOTAL CITY		\$ 17,871,281.00	\$ 17,871,281.00	\$17,871,281.00

DEBT SERVICE FUTURE REQUIREMENTS

2000 Fairview Lake LID	
	Principal Interest
2011-12	\$ - \$ 29,343
2012-13	\$ - \$ 29,343
2013-14	\$ - \$ 29,343
2014-15	\$ 485,000 \$ 29,343
2015-16	\$ - \$ -
2016-17	\$ - \$ -
2017-18	\$ - \$ -
2018-19	\$ - \$ -
2019-20	\$ - \$ -
2020-21	\$ - \$ -
2021-22	\$ - \$ -
	\$ 485,000 \$ 117,372

2001 Note Payable to City of Gresham	
	Principal Interest
2011-12	\$ 152,274 \$ 80,639
2012-13	\$ 158,721 \$ 74,192
2013-14	\$ 165,442 \$ 67,472
2014-15	\$ 172,446 \$ 60,468
2015-16	\$ 179,747 \$ 53,166
2016-17	\$ 187,358 \$ 45,556
2017-18	\$ 195,290 \$ 37,624
2018-19	\$ 203,559 \$ 29,355
2019-20	\$ 212,177 \$ 20,737
2020-21	\$ 221,160 \$ 11,753
2021-22	\$ 115,806 \$ 2,390
	\$1,963,980 \$ 483,352

2004 Water Revenue Bonds	
	Principal Interest
2011-12	\$ 100,000 \$ 31,053
2012-13	\$ 105,000 \$ 27,302
2013-14	\$ 110,000 \$ 23,365
2014-15	\$ 115,000 \$ 19,075
2015-16	\$ 120,000 \$ 14,475
2016-17	\$ 120,000 \$ 9,555
2017-18	\$ 105,000 \$ 4,515
2018-19	\$ - \$ -
2019-20	\$ - \$ -
2020-21	\$ - \$ -
2021-22	\$ - \$ -
	\$ 775,000 \$ 129,340

2010 ARRA FUND LOAN	
	Principal Interest
2011-12	\$1,250,000
2012-13	
2013-14	
2014-15	* First payment will come due
2015-16	upon completion of the Well #9
2016-17	project. Resources are budgeted
2017-18	for debt service during FY 2011-12;
2018-19	however, the specific terms have
2019-20	not yet been provided by the state.
2020-21	
2021-22	
	\$1,250,000 \$ -

**FORM
LB-1**

NOTICE OF BUDGET HEARING

A meeting of the City of Fairview, Oregon City Council will be held on June 1, 2011 at 7:00 pm at Fairview City Hall, 1300 NE Village Street, Fairview, Oregon. The purpose of this meeting will be to discuss the budget for the fiscal year beginning July 1, 2011, as approved by the City of Fairview Budget Committee.

A summary of the budget is presented below. A copy of the budget may be inspected or obtained at Fairview City Hall Finance Department, First Floor, 1300 NE Village Street, Fairview, Oregon between the hours of 8 am and 5 pm. This budget was prepared on a basis of accounting that is consistent with the basis of accounting used during the preceeding year. Major changes, if any, and their effect on the budget, are explained below. This budget is for: 1 Annual Period

County	City	Chairperson of Governing Body	Telephone Number
Multnomah	Fairview, Oregon	Mayor Mike Weatherby	503-665-7929

FINANCIAL SUMMARY

<input type="checkbox"/> Check this box if your budget only has one fund		Adopted Budget Current Year: 2010-11	Approved Budget Next Year : 2011-2012
<i>TOTAL OF ALL FUNDS</i>			
Anticipated Requirements	1. Total Personal Services.....	3,634,298	3,799,743
	2. Total Materials and Supplies	3,594,153	3,451,574
	3. Total Capital Outlay	2,073,237	3,244,956
	4. Total Debt Service	705,338	920,788
	5. Total Transfers	151,889	130,881
	6. Total Contingencies	555,542	893,263
	7. Total Special Payments.....	0	0
	8. Total Unappropriated and Reserved for Future Expenditure...	7,093,834	5,430,076
	9. Total Requirements - add Lines 1 through 8	17,808,291	17,871,281
Anticipated Resources	10. Total Resources Except Property Taxes	15,908,291	15,906,281
	11. Total Property Taxes Estimated to be Received	1,900,000	1,965,000
	12. Total Resources - add Lines 10 and 11	17,808,291	17,871,281
Estimated Ad Valorem Property Taxes	13. Total Property Taxes Estimated to be Received (line 11)	1,900,000	1,965,000
	14. Plus: Estimated Property Taxes Not To Be Received	-	-
	A. Loss Due to Constitutional Limits	-	-
	B. Discounts Allowed, Other Uncollected Amounts	121,277	124,600
	15. Total Tax Levied(add lines 13 and 14 A & B).....	2,021,277	2,089,600
Tax Levies By Type		Rate or Amount	Rate or Amount
	16. Permanent Rate Limit Levy (rate limit 3.4902)...	3.4902	3.4902
	17. Local Option Taxes.....	-	-
	18. Levy for Bonded Debt or Obligations.....	-	-

STATEMENT OF INDEBTEDNESS

<input type="checkbox"/> None	Debt Outstanding <input checked="" type="checkbox"/> As Summarized Below	<input checked="" type="checkbox"/> None	Debt Authorized, Not Incurred <input type="checkbox"/> As Summarized Below
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PUBLISH BELOW ONLY IF COMPLETED

Long-Term Debt	Estimated Debt Outstanding at the Beginning of the Budget Year (July 1)	Estimated Debt Authorized, Not Incurred at the Beginning of the Budget Year (July 1)
Bonds.....	675,000	0
Interest Bearing Warrants	0	0
Other	3,682,935	0
Total Indebtedness	4,357,935	0

Short-Term Debt

This budget includes the intention to borrow in anticipation of revenue ("Short-Term Borrowing") as summarized below:

Fund Liable	Estimated Amount to be Borrowed	Estimated Interest Rate	Estimated Interest Cost

**FORM
3-2**

**FUNDS NOT REQUIRING A
PROPERTY TAX TO BE LEVIED**

Name of Fund: 121- AEC Fund	Actual Data Prior Year 2009-10	Adopted Budget Current Year 2010-11	Approved Budget Next Year 2011-12
1. Total Personal Services.....	0	0	0
2. Total Materials 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	4,230
7. Total Special Payments.....	0	0	0
8. Total Unappropriated / Reserved for Future Expenditure	1,706	1,520	1,410
9. Total Requirements (add lines 1 - 8).....	1,706	1,520	5,640
10. Total Resources Except Property Taxes.....	1,706	1,520	5,640
Name of Fund: 122- Building Fund	Actual Data Prior Year 2009-10	Adopted Budget Current Year 2010-11	Approved Budget Next Year 2011-12
1. Total Personal Services.....	0	42,717	35,707
2. Total Materials and Services.....	0	45,286	46,660
3. Total Capital Outlay.....	0	0	150
4. Total Debt Service.....	0	0	0
5. Total Transfers.....	0	0	0
6. Total Contingencies.....	0	0	28,216
7. Total Special Payments.....	0	0	0
8. Total Unappropriated / Reserved for Future Expenditure	0	0	0
9. Total Requirements (add lines 1 - 8).....	0	88,003	110,733
Total Resources Except Property Taxes.....	0	88,003	110,733
Name of Fund: 123- Grant/Project Fund	Actual Data Prior Year 2009-10	Adopted Budget Current Year 2010-11	Approved Budget Next Year 2011-12
1. Total Personal Services.....	0	0	0
2. Total Materials and Services.....	0	0	0
3. Total Capital Outlay.....	0	362,043	586,043
4. Total Debt Service.....	0	0	0
5. Total Transfers.....	0	0	0
6. Total Contingencies.....	0	0	505
7. Total Special Payments.....	0	0	0
8. Total Unappropriated / Reserved for Future Expenditure	0	50,000	75,000
9. Total Requirements (add lines 1 - 8).....	0	412,043	661,548
10. Total Resources Except Property Taxes.....	0	412,043	661,548
Name of Fund: 124- Street Fund	Actual Data Prior Year 2009-10	Adopted Budget Current Year 2010-11	Approved Budget Next Year 2011-12
1. Total Personal Services.....	0	167,969	177,691
2. Total Materials and Services.....	42,516	107,164	108,580
3. Total Capital Outlay.....	288,046	133,650	164,600
4. Total Debt Service.....	0	0	0
5. Total Transfers.....	235,096	5,110	6,260
6. Total Contingencies.....	0	13,996	114,000
7. Total Special Payments.....	0	0	0
8. Total Unappropriated / Reserved for Future Expenditure	90,230	105,759	217,990
9. Total Requirements (add lines 1 - 8).....	655,888	533,648	789,121
10. Total Resources Except Property Taxes.....	655,888	533,648	789,121

Name of Fund: 141- Fairview Lake LID Debt Fund	Actual Data Prior Year 2009-10	Adopted Budget Current Year 2010-11	Approved Budget Next Year 2011-12
1. Total Personal Services.....	0	0	0
2. Total Materials and Services.....	0	400	400
3. Total Capital Outlay.....	0	0	0
4. Total Debt Service.....	29,343	191,371	254,548
5. Total Transfers.....	0	0	0
6. Total Contingencies.....	0	0	0
7. Total Special Payments.....	0	0	0
8. Total Unappropriated / Reserved for Future Expenditure	330,594	245,000	245,000
9. Total Requirements (add lines 1 - 8).....	359,937	436,771	499,948
10. Total Resources Except Property Taxes.....	359,937	436,771	499,948

Name of Fund: 142- City Building Debt Fund	Actual Data Prior Year 2009-10	Adopted Budget Current Year 2010-11	Approved Budget Next Year 2011-12
1. Total Personal Services.....	0	0	0
2. Total Materials and Services.....	0	0	0
3. Total Capital Outlay.....	0	0	0
4. Total Debt Service.....	1,635,810	0	0
5. Total Transfers.....	0	0	0
6. Total Contingencies.....	0	0	0
7. Total Special Payments.....	0	0	0
8. Total Unappropriated / Reserved for Future Expenditure	0	0	0
9. Total Requirements (add lines 1 - 8).....	1,635,810	0	0
10. Total Resources Except Property Taxes.....	1,635,810	0	0

Name of Fund: 131- SDC Water Fund	Actual Data Prior Year 2009-10	Adopted Budget Current Year 2010-11	Approved Budget Next Year 2011-12
1. Total Personal Services.....	0	0	0
2. Total Materials and Services.....	0	200	200
3. Total Capital Outlay.....	0	353,541	328,575
4. Total Debt Service.....	0	0	0
5. Total Transfers.....	0	0	0
6. Total Contingencies.....	0	0	0
7. Total Special Payments.....	0	0	0
8. Total Unappropriated / Reserved for Future Expenditure	353,708	0	25,000
9. Total Requirements (add lines 1 - 8).....	353,708	353,741	353,775
10. Total Resources Except Property Taxes.....	353,708	353,741	353,775

Name of Fund: 132- SDC Sewer Fund	Actual Data Prior Year 2009-10	Adopted Budget Current Year 2010-11	Approved Budget Next Year 2011-12
1. Total Personal Services.....	0	0	0
2. Total Materials and Services.....	0	200	200
3. Total Capital Outlay.....	0	0	546,640
4. Total Debt Service.....	0	0	0
5. Total Transfers.....	0	0	0
6. Total Contingencies.....	0	100,000	25,000
7. Total Special Payments.....	0	0	0
8. Total Unappropriated / Reserved for Future Expenditure	565,603	471,563	0
9. Total Requirements (add lines 1 - 8).....	565,603	571,763	571,840
10. Total Resources Except Property Taxes.....	565,603	571,763	571,840

Name of Fund: 3- SDC Storm Water Fund	Actual Data Prior Year 2009-10	Adopted Budget Current Year 2010-11	Approved Budget Next Year 2011-12
1. Total Personal Services.....	0	0	0
2. Total Materials and Services.....	0	200	200
3. Total Capital Outlay.....	194,835	220,727	245,340
4. Total Debt Service.....	0	0	0
5. Total Transfers.....	0	0	0
6. Total Contingencies.....	0	49,338	25,000
7. Total Special Payments.....	0	0	0
8. Total Unappropriated / Reserved for Future Expenditure	267,589	0	0
9. Total Requirements (add lines 1 - 8).....	462,424	270,265	270,540
10. Total Resources Except Property Taxes.....	462,424	270,265	270,540
Name of Fund: 134- SDC Parks/Open Spaces Fund	Actual Data Prior Year 2009-10	Adopted Budget Current Year 2010-11	Approved Budget Next Year 2011-12
1. Total Personal Services.....	0	0	0
2. Total Materials and Services.....	17,779	25,200	200
3. Total Capital Outlay.....	118,785	50,000	245,477
4. Total Debt Service.....	0	0	0
5. Total Transfers.....	0	0	0
6. Total Contingencies.....	0	0	25,000
7. Total Special Payments.....	0	0	0
8. Total Unappropriated / Reserved for Future Expenditure	292,539	213,983	0
9. Total Requirements (add lines 1 - 8).....	429,103	289,183	270,677
10. Total Resources Except Property Taxes.....	429,103	289,183	270,677
Name of Fund: 143- Equipment Replacement Fund	Actual Data Prior Year 2009-10	Adopted Budget Current Year 2010-11	Approved Budget Next Year 2011-12
1. Total Personal Services.....	0	0	0
2. Total Materials and Services.....	0	0	0
3. Total Capital Outlay.....	211,823	150,526	105,031
4. Total Debt Service.....	0	0	0
5. Total Transfers.....	0	0	0
6. Total Contingencies.....	0	0	0
7. Total Special Payments.....	0	0	0
8. Total Unappropriated / Reserved for Future Expenditure	372,204	306,387	318,711
9. Total Requirements (add lines 1 - 8).....	584,027	456,913	423,742
10. Total Resources Except Property Taxes.....	584,027	456,913	423,742
Name of Fund: 144- Facilities Maintenance Fund	Actual Data Prior Year 2009-10	Adopted Budget Current Year 2010-11	Approved Budget Next Year 2011-12
1. Total Personal Services.....	0	0	0
2. Total Materials and Services.....	0	0	0
3. Total Capital Outlay.....	0	10,000	50,000
4. Total Debt Service.....	0	0	0
5. Total Transfers.....	0	0	0
6. Total Contingencies.....	0	0	24,667
7. Total Special Payments.....	0	0	0
8. Total Unappropriated / Reserved for Future Expenditure	99,155	80,052	25,000
9. Total Requirements (add lines 1 - 8).....	99,155	90,052	99,667
10. Total Resources Except Property Taxes.....	99,155	90,052	99,667

Name of Fund: 211- Water Fund	Actual Data Prior Year 2009-10	Adopted Budget Current Year 2010-11	Approved Budget Next Year 2011-12
1. Total Personal Services.....	0	368,106	413,347
2. Total Materials and Services.....	246,290	430,289	434,147
3. Total Capital Outlay.....	1,134,564	604,075	237,200
4. Total Debt Service.....	134,553	281,053	281,053
5. Total Transfers.....	462,075	25,072	26,222
6. Total Contingencies.....	0	71,706	100,000
7. Total Special Payments.....	0	0	0
8. Total Unappropriated / Reserved for Future Expenditure	491,150	597,551	171,569
9. Total Requirements (add lines 1 - 8).....	2,468,632	2,377,852	1,663,538
10. Total Resources Except Property Taxes.....	2,468,632	2,377,852	1,663,538
Name of Fund: 212- Sewer Fund	Actual Data Prior Year 2009-10	Adopted Budget Current Year 2010-11	Approved Budget Next Year 2011-12
1. Total Personal Services.....	0	345,290	397,852
2. Total Materials and Services.....	841,569	1,046,127	905,281
3. Total Capital Outlay.....	465,439	72,075	612,300
4. Total Debt Service.....	233,914	232,914	385,187
5. Total Transfers.....	352,397	25,072	26,222
6. Total Contingencies.....	0	134,376	200,000
7. Total Special Payments.....	0	0	0
8. Total Unappropriated / Reserved for Future Expenditure	1,782,743	1,486,881	1,216,612
9. Total Requirements (add lines 1 - 8).....	3,676,062	3,342,735	3,743,454
10. Total Resources Except Property Taxes.....	3,676,062	3,342,735	3,743,454
Name of Fund: 213- Storm Water Fund	Actual Data Prior Year 2009-10	Adopted Budget Current Year 2010-11	Approved Budget Next Year 2011-12
1. Total Personal Services.....	0	226,915	246,600
2. Total Materials and Services.....	54,963	196,089	198,282
3. Total Capital Outlay.....	94,370	96,050	100,000
4. Total Debt Service.....	0	0	0
5. Total Transfers.....	321,815	5,397	6,847
6. Total Contingencies.....	0	30,532	171,645
7. Total Special Payments.....	0	0	0
8. Total Unappropriated / Reserved for Future Expenditure	378,707	248,597	100,797
9. Total Requirements (add lines 1 - 8).....	849,855	803,580	824,269
10. Total Resources Except Property Taxes.....	849,855	803,580	824,269

FUNDS REQUIRING A
PROPERTY TAX TO BE LEVIED

Name of Fund:	Actual Data	Adopted Budget	Approved Budget
	Prior Year 2009-10	Current Year 2010-11	Next Year 2011-12
General Fund			
1. Total Personal Services.....	3,316,817	2,483,301	2,528,448
2. Total Materials and Services.....	1,822,360	1,742,998	1,757,424
3. Total Capital Outlay.....	9,012	20,550	23,600
4. Total Debt Service.....	0	0	0
5. Total Transfers.....	122,703	91,238	65,330
6. Total Contingencies.....	0	155,594	250,000
7. Total Special Payments.....	0	0	0
8. Total Unappropriated/Reserved for Future Expenditure	3,728,732	3,286,541	2,957,987
9. Total Requirements (add lines 1 - 8).....	8,999,624	7,780,222	7,582,789
10. Total Resources Except Property Taxes.....	7,143,338	5,880,222	5,617,789
11. Property Taxes Estimated to Be Received.....	1,856,286	1,900,000	1,965,000
12. Total Resources (add lines 10 and 11).....	8,999,624	7,780,222	7,582,789
13. Property Taxes Estimated to be Received (line 11)...		1,900,000	1,965,000
14. Estimated Property Taxes Not to be Received.....			
A. Loss Due to Constitutional Limit.....		0	0
B. Discounts, Other Uncollected Amounts.....		127,523	124,600
15. Total Tax Levied ... (add lines 13 and 14 A & B)....		2,027,523	2,089,600
		Rate or Amount	Rate or Amount
16. Permanent Rate Limit Levy (rate limit _____)....		3.4902	3.4902
17. Local Option Taxes.....		0	0
18. Levy for Bonded Debt or Obligations.....		0	0

SUMMARY OF ORGANIZATION
UNIT / PROGRAM BY FUND

NAME OF FUND: *General Fund*

Name of Unit / Program / Department	Actual Data Prior Year 2009-10	Adopted Budget Current Year 2010-11	Approved Budget Next Year 2011-12
Administration Department			
1. Total Personal Services.....	0	132,875	151,556
2. Total Materials and Services.....	0	105,045	87,086
3. Total Capital Outlay.....	0	300	300
4. Total Debt Service.....	0	0	0
5. Total Transfers.....	0	0	2,700
6. Total Contingencies.....	0	0	0
7. Total Special Payments.....	0	0	0
8. Total Unappropriated / Reserved for Future Expenditure	0	0	0
9. Total Requirements.....	0	238,220	241,642

Name of Unit / Program / Department	Actual Data Prior Year 2009-10	Adopted Budget Current Year 2010-11	Approved Budget Next Year 2011-12
Finance Department			
1. Total Personal Services.....	0	269,898	284,576
2. Total Materials and Services.....	0	72,065	81,445
3. Total Capital Outlay.....	0	10,375	10,375
4. Total Debt Service.....	0	0	0
5. Total Transfers.....	0	30,000	20,000
6. Total Contingencies.....	0	0	0
7. Total Special Payments.....	0	0	0
8. Total Unappropriated / Reserved for Future Expenditure	0	0	0
9. Total Requirements.....	0	382,338	396,396

Name of Unit / Program / Department	Actual Data Prior Year 2009-10	Adopted Budget Current Year 2010-11	Approved Budget Next Year 2011-12
Municipal Court Department			
1. Total Personal Services.....	0	43,626	47,551
2. Total Materials and Services.....	0	10,318	10,475
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 Special Payments.....	0	0	0
8. Total Unappropriated / Reserved for Future Expenditure.	0	0	0
9. Total Requirements.....	0	53,944	58,026

Name of Unit / Program / Department	Actual Data Prior Year 2009-10	Adopted Budget Current Year 2010-11	Approved Budget Next Year 2011-12
Summary: Admin/Finance/Court			
1. Total Personal Services.....	676,862	see above	see above
2. Total Materials and Services.....	532,029	see above	see above
3. Total Capital Outlay.....	1,764	see above	see above
4. Total Debt Service.....	0	see above	see above
5. Total Transfers.....	29,500	see above	see above
6. Total Contingencies.....	0	see above	see above
7. Total Special Payments.....	0	see above	see above
8. Total Unappropriated / Reserved for Future Expenditure.	0	see above	see above
9. Total Requirements.....	1,240,155	see above	see above

Name of Unit / Program / Department	Actual Data Prior Year 2009-10	Adopted Budget Current Year 2010-11	Approved Budget Next Year 2011-12
Public Works Community Services Department			
1. Total Personal Services.....	355,780	255,685	203,393
2. Total Materials and Services.....	111,687	147,006	108,339
3. Total Capital Outlay.....	0	750	750
4. Total Debt Service.....	0	0	0
5. Total Transfers.....	0	0	600
6. Total Contingencies.....	0	0	0
7. Total Special Payments.....	0	0	0
8. Total Unappropriated / Reserved for Future Expenditure.....	0	0	0
9. Total Requirements.....	467,467	403,441	313,082

Name of Unit / Program / Department	Actual Data Prior Year 2009-10	Adopted Budget Current Year 2010-11	Approved Budget Next Year 2011-12
Public Works Parks and Recreation Department			
1. Total Personal Services.....	865,650	231,627	198,459
2. Total Materials and Services.....	107,988	148,050	120,724
3. Total Capital Outlay.....	0	5,250	5,250
4. Total Debt Service.....	0	0	0
5. Total Transfers.....	10,000	26,175	26,775
6. Total Contingencies.....	0	0	0
7. Total Special Payments.....	0	0	0
8. Total Unappropriated / Reserved for Future Expenditure.....	0	0	0
9. Total Requirements.....	983,638	411,102	351,208

Name of Unit / Program / Department	Actual Data Prior Year 2009-10	Adopted Budget Current Year 2010-11	Approved Budget Next Year 2011-12
Police Department			
1. Total Personal Services.....	1,418,525	1,536,384	1,627,463
2. Total Materials and Services.....	1,070,658	309,678	334,300
3. Total Capital Outlay.....	7,248	3,875	2,875
4. Total Debt Service.....	0	0	0
5. Total Transfers.....	0	0	16,255
6. Total Contingencies.....	0	0	0
7. Total Special Payments.....	0	0	0
8. Total Unappropriated / Reserved for Future Expenditure.....	0	0	0
9. Total Requirements.....	2,496,431	1,849,937	1,979,893

Name of Unit / Program / Department	Actual Data Prior Year 2009-10	Adopted Budget Current Year 2010-11	Approved Budget Next Year 2011-12
Fire/BOEC/Emergency Mgmt. Department			
1. Total Personal Services.....	0	13,206	15,450
2. Total Materials and Services.....	0	950,836	1,015,055
3. Total Capital Outlay.....	0	0	4,050
4. Total Debt Service.....	0	0	0
5. Total Transfers.....	0	0	0
6. Total Contingencies.....	0	0	0
7. Total Special Payments.....	0	0	0
8. Total Unappropriated / Reserved for Future Expenditure.....	0	0	0
9. Total Requirements.....	0	964,042	1,034,555

Name of Unit / Program / Department	Actual Data Prior Year 2009-10	Adopted Budget Current Year 2010-11	Approved Budget Next Year 2011-12
Nondepartmental Other Requirements			
1. Total Personal Services.....	0	0	0
2. Total Materials and Services.....	0	0	0
3. Total Capital Outlay.....	0	0	0
4. Total Debt Service.....	0	0	0
5. Total Transfers.....	83,203	35,063	0
6. Total Contingencies.....	0	155,594	250,000
7. Total Special Payments.....	0	0	0
8. Total Unappropriated / Reserved for Future Expenditure.....	3,728,732	3,286,541	2,957,987
9. Total Requirements.....	3,811,935	3,477,198	3,207,987

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

To assessor of Multnomah County

**FORM LB-50
2011-2012**

Check here if this is an amended form.

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

1300 NE Village Street Mailing Address of District Fairview City OR State 97024 Zip 6/11/2011 Date
Samantha Nelson Contact Person Finance Director Title 503-674-6221 Daytime Telephone nelsons@ci.fairview.or.us Contact Person E-Mail

CERTIFICATION - You must check one box if you are subject to Local Budget Law.

- The tax rate of levy amounts certified in Part I are within the tax rate of levy amounts approved by the budget committee.
- The tax rate of levy amounts certified in Part I were changed by the governing body and republished as required in ORS 294.435.

PART I: TOTAL PROPERTY TAX LEVY

		<u>Subject to General Government Limits</u>		
		Rate -or- Dollar Amount		
1.	Rate/Amount levied (within permanent rate limit)	1	3.4902	Excluded from Measure 5 Limits Amount of Bond Levy
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.		
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 of 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	3.4902
7.	Date received voter approval for rate limit if new district	7	
8.	Estimated permanent rate limit for newly merged/consolidated district	8	

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 year levied	Final year to be levied	Total tax amount -or- rate authorized per year by voters

Part IV. SPECIAL ASSESSMENTS, FEES AND CHARGES

Description	Subject to General Gov't. Limitations	Excluded from M5 limitation
1 Delinquent Sewer Charges		
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 ___ 224.400

