



2012-2013 ADOPTED BUDGET

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City of Happy Valley Fiscal Year 2012 - 2013 Budget

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BUDGET COMMITTEE

Name	Address	Telephone	Term
Citizen Volunteers			
Sydney Ovist	14543 SE Pebble Beach, Dr Happy Valley 97086	503-939-4093	2010-2012
Diane Morrow	13581 SE Callahan Rd, Happy Valley 97086	503-761-4628	2010-2012
Kyle Larson	13550 SE 149 th Terrace, Happy Valley 97086	503-407-5656	2011-2013
Eric Hern	10644 SE Waterford Court, Happy Valley 97086	503-775-7382	2011-2013
David Love	10275 SE 147 th , Happy Valley 97086	503-760-0692	2011-2013
City Council Members			
Tom Andrusko	11700 SE Clover Lane, Happy Valley 97086	503-760-2080	2011-2014
Lori DeRemer	11805 SE Eastbourne Ln, Happy Valley 97086	503-658-3292	2011-2014
Markley Drake	10792 SE Tyler Road, Happy Valley 97086	503-775-2613	2011-2014
Michael Morrow	13581 SE Callahan Rd, Happy Valley 97086	503-761-4628	2009-2012
Tom Ellis	14926 SE Pebble Beach Dr, Happy Valley, 97086	503-704-9311	2011-2012
City Staff Members			
	16000 SE Misty Dr, Happy Valley 97086	503-783-3800	503-658-5174 (fax)
Jason Tuck	City Manager and Budget Officer	jasont@ci.happy-valley.or.us	
Barbara Muller	Finance Director	barbaram@ci.happy-valley.or.us	
Michael Walter	Economic & Community Development Director	michaelw@ci.happy-valley.or.us	
Marylee Walden	Director of Human Resources & City Recorder	maryleew@ci.happy-valley.or.us	
Chris Randall	Public Works Director	chrisr@ci.happy-valley.or.us	
Steve Campbell	Community Services and Public Safety Director	stevec@ci.happy-valley.or.us	
Lynette Garbarino	Office and Facility Services Coordinator	lynetteg@ci.happy-valley.or.us	



**City of Happy Valley
Fiscal Year 2012 - 2013 Budget**

MISSION STATEMENT

GOALS



City of Happy Valley
Fiscal Year 2012 - 2013 Budget

Mission Statement

Preserve and enhance the safety, livability, and character of our community.

Citywide goals:

- Goal 1 Managed growth and economic development
- Goal 2 Employee development in a quality work environment
- Goal 3 A safe, livable community with a sense of pride and strong identity
- Goal 4 Effective relationships with local, regional and state partners
- Goal 5 Fiscal accountability
- Goal 6 Environmentally sensible practices
- Goal 7 Effective and efficient services



**City of Happy Valley
Fiscal Year 2012 - 2013 Budget**

BUDGET MESSAGE



City of Happy Valley Fiscal Year 2012 - 2013 Budget

To The Citizens Budget Committee:

As a precursor to the budget process it is necessary to identify the City's future financial challenges and opportunities. This is done as part of the five year projection process which we completed just prior to the beginning of the budget process. This was by design, as we believe the five year projection is the cornerstone of the annual budget. The longer term view of the five year projection aides in the quest to be sustainable by illustrating how this budget fits into the bigger financial picture. It is incumbent upon management to plan for the future. We must be fiscally responsible and responsive in any economy. We must create strategies to achieve and maintain financial balance as well as identify how to provide a consistent level of services while also addressing the issues and concerns of our community.

As part of the budget process we assess our short and long term resources, determine adequate reserves to enable the City to endure through the tougher economic times, and understand what we spend this year will impact what we have to spend in future years. This budget is its own document and our plan for the coming fiscal year but it also fits into the five year projection and is part of the framework for long term economic sustainability.

Economic Outlook

There has been a rebound in both residential and commercial development in the current fiscal year. We believe the increase in development will continue into the 2012-13 fiscal year and have budgeted resources based on that assumption. Although most of the development and construction was included in the five year forecast we estimated it would occur later in the five year window. We have also engaged in long term planning projects including the Eagle Landing project, the Rock Creek Employment Center, and the Town Center. These factors lead us to believe the recovery is beginning and the increased level of development and building will continue. Based on that optimism we are adding staff positions that were delayed due to the economy. We are also able to create a new reserve fund to set aside money to allow us to better stabilize our financial resources.

Staffing

The tone of this budget is similar to the prior year budget and is based on cautious optimism. Even with the increase in activity we continue to be careful about spending. This budget includes funding for 34.92 Full Time Equivalent (FTE) positions, an overall increase of 1.78 FTE from the prior fiscal year. This is the result of four new positions which increases FTE by 3.5, and four positions eliminated as a result of the retirement incentive offer which decreases FTE by 1.82. There have also been several staff moves between departments. We believe these changes better prepare the city to move forward.



City of Happy Valley Fiscal Year 2012 - 2013 Budget

Goals and Initiatives

The City continues to upgrade infrastructure and offer additional amenities to our citizens. A community garden and small skate park are scheduled to be constructed in Happy Valley Park (if approved by Council), a sidewalk and bike path will be constructed on a portion of 147th Avenue and King Road, and gas tax dollars will be used to resurface several streets.

The Council has recognized a need to enhance our public safety program and we are in the process of developing a crime prevention program in response. The intent is to provide a safer community within the confines of a more restricted public safety fund.

We strive to create a cooperative environment with neighboring jurisdictions and overlapping districts using intergovernmental agreements. This budget includes revenues provided by those partnerships.

We increased expenditures for technology services because we are a growing organization who relies on advances in technology to increase our effectiveness using limited resources. Some examples of this are; offering online court payments which are fully integrated into the financial system, Council and committee packets created and distributed electronically, and our building inspection process converted from paper to digital using iPads.

Basis of Budgeting

You will see a transfer from the Building Dept Fund which is no longer in use, to the General Fund. This transfer completes the integration of the building function into the General Fund. This integration consolidates the development cycle which consists of planning, engineering, and building, into one department. With this change the City offers a comprehensive approach to the development cycle.

In the interest of long term financial sustainability a reserve fund was developed to address replacement of capital assets. This budget includes transfers to that fund from the General Fund, Street Fund, and Public Safety Fund. Also the Reserve for General Operations Fund is created in this budget to set aside money which will stabilize the City's financial resources available for ongoing operations. All reserve funds are reviewed annually for applicability during the budget process.

Fiscal Policies

The City's fiscal policies are consistent with those used in the preparation of the prior year budget. There are no significant changes in policies or procedures. Given the variability of the development environment it may be necessary to revisit the determination of adequate reserve funds. During downturns in the economy adequate reserve funds allow us to continue to provide needed services without significant interruption or uncertainty. The subject of adequate reserve funds will be addressed during the next five year projection process in late 2012.



City of Happy Valley Fiscal Year 2012 - 2013 Budget

Conclusion

Preparation always minimizes risk and the budget process affords us the opportunity to prepare. We review available resources and create a spending plan to move the City forward by investing in our infrastructure, streets, technology, and employees. We see a continuation of the long term planning projects and believe these will eventually lead to development and construction. We hope this will help stimulate development in key areas. We will add staff in areas we believe will enhance our productivity. This budget lays the groundwork to allow the City to better respond to the challenges and opportunities ahead.

In closing I want to thank the staff for their input into the creation of this budget document. Management is instrumental in the effort to ensure success of this budget and the longer term financial plan. I also want to thank our citizens for their involvement in the process as we work together to provide fiscal accountability, efficiency, and transparency.

Respectfully submitted,

Jason Tuck,
City Manager
Budget Officer



**City of Happy Valley
Fiscal Year 2012 - 2013 Budget**

EXECUTIVE SUMMARY



City of Happy Valley Fiscal Year 2012 - 2013 Budget

EXECUTIVE SUMMARY

The charts below show a comparison between the prior year's budget and the current year budget along with a brief description of the reason for the change.

Fund/Department	2011-12 Budget	2012-13 Budget	Change	Reason for Change
Total Budget				
Total Budget - Revenue	13,470,624	16,371,770	22%	Higher BFB due to increased building and development
Total Budget - All Funds				
<i>Expenditures:</i>				
Personnel Services	3,193,095	3,548,730	11%	4% wage increase and 10% health benefit increase
Materials and Services	3,486,774	3,899,500	12%	Increased contract services and professional development
Capital Outlay	2,175,898	2,467,768	13%	Based on schedule
Debt Service	380,000	381,000	0%	
Transfers	887,533	2,649,095	198%	New Gen Ops Fund, GF xfr to Res for Rplcmt, Bldg Fd xfr
Contingency	3,227,324	2,425,677	-25%	Transfer to new Gen Ops Fund with balance in reserve for future
Reserve for Future Exp	0	1,000,000		New Fund
Total General Fund				
Revenue	5,785,983	7,054,045	22%	Higher BFB due to increased building and development
All General Fund Departments				
<i>Expenditures:</i>				
Personnel Services	2,818,790	3,106,470	10%	4% wage increase and 10% health benefit increase
Materials and Services	914,127	1,119,300	22%	Increased contract services and professional development
Transfers	440,000	1,612,800	267%	No Res for Rplcmt in prior year, Gen Ops new current year
Contingency	1,613,066	1,215,475	-25%	Lower due to transfer to Gen Ops Fund



City of Happy Valley Fiscal Year 2012 - 2013 Budget

Fund/Department	2011-12 Budget	2012-13 Budget	Percent Change	Reason for Change
General Fund by Department				
Total Revenue	5,785,983	7,054,045	21.92%	Higher BFB due to increased development and building
General Administration				
<i>Expenditures:</i>				
Personnel Services	1,019,370	1,031,800	1.22%	4% wage increase and 10% health benefit increase
Materials and Services	473,814	615,800	29.97%	Janitorial service switch from staff to outside contract service, increased IT contract services, increased Professional Development for presence in national associations
Community Services and Public Safety:				
<i>Expenditures:</i>				
Personnel Services	606,300	668,795	10.31%	4% wage increase and 10% health benefit increase
Materials and Services	123,898	118,000	-4.76%	Juvenile Diversion program funding change
Economic and Community Development:				
<i>Expenditures:</i>				
Personnel Services	941,380	1,068,785	13.53%	4% wage increase and 10% health benefit increase
Materials and Services	129,150	174,500	35.11%	Increase in contract services based on development
Public Works:				
<i>Expenditures:</i>				
Personnel Services	135,820	208,030	53.17%	Additional .75 FTE, 4% wage increase, 10% benefit increase
Materials and Services	61,600	74,000	20.13%	Increased fuel costs, maintenance costs



City of Happy Valley Fiscal Year 2012 - 2013 Budget

Fund/Department	2011-12 Budget	2012-13 Budget	Percent Change	Reason for Change
General Fund by Department, Continued:				
Parks:				
<i>Expenditures:</i>				
Personnel Services	115,920	129,060	11.34%	4% wage increase, 10% benefit increase
Materials and Services	125,665	137,000	9.02%	Allocation of general expenditures
Other:				
Transfers Out	440,000	1,612,800	266.55%	Increased transfer to Reserve for Replacement and new General Operations Fund
Contingency	1,613,066	1,215,475	-24.65%	Result of higher amount of Transfers Out
Street Maintenance Fund				
Revenue	1,064,000	1,317,950	23.87%	Higher gas tax revenues collected-higher population and HB2001
<i>Expenditures:</i>				
Personnel Services	341,505	442,260	29.50%	1.0 FTE increase budgeted for street sweeping IGA
Materials and Services	175,990	207,000	17.62%	Higher costs associated with street sweeping IGA
Capital Outlay	388,837	502,954	29.35%	
Transfers Out	157,668	165,736	5.12%	
SDC Fund				
Revenue	1,129,372	1,078,000	-4.55%	As projects are completed fund will decrease
<i>Expenditures:</i>				
Capital Outlay	1,129,372	1,078,000	-4.55%	
Pedestrian Improvement Projects Fund				
Revenue	646,019	107,000	-83.44%	SRTS project in prior year
<i>Expenditures:</i>				
Materials and Services	10,700	12,000	12.15%	
Capital Outlay	621,689	486,814	-21.69%	SRTS project in prior year
Transfers	13,630	38,186	180.16%	Recalculated transfer amount



City of Happy Valley Fiscal Year 2012 - 2013 Budget

Fund/Department	2011-12 Budget	2012-13 Budget	Percent Change	Reason for Change
Public Safety Fund				
Revenue	3,585,250	3,325,000	-7.26%	Lower Beginning Fund Balance due to higher spending in prior year.
<i>Expenditures:</i>				
Personnel Services	32,800	0	-100.00%	Personnel moved to GF
Materials and Services	2,335,557	2,396,200	2.60%	
Transfers	276,235	227,498	-17.64%	Recalculated transfer amounts based on current fund balances
Contingency	940,658	701,302	-25.45%	
RESERVE FUNDS				
<i>Reserve for Pension:</i>				
Revenue	120,000	180,000	50.00%	3% of wages per year to mitigate PERS increases
<i>Expenditures:</i>				
Contingency	120,000	180,000	50.00%	Set aside for use when PERS rates increase
<i>Reserve for General Operations</i>				
Revenue	0	1,000,000	0.00%	
<i>Expenditures:</i>				
Reserve for Future Exp	0	1,000,000	0.00%	
<i>Reserve for Replacement:</i>				
Revenue	760,000	893,900	17.62%	Increased beginning fund balance
<i>Expenditures:</i>				
Materials and Services	50,400	165,000	227.38%	Higher appropriation to allow for needed expenditures
Capital Outlay	36,000	400,000	1011.11%	Higher appropriation due to new street sweeping IGA
Contingency	673,600	328,900	-51.17%	Higher amount appropriated
<i>Reserve for Debt Service</i>				
Revenue	380,000	381,000	0.26%	
<i>Expenditures:</i>				
Principal	185,000	186,000	0.54%	Principal amount per schedule.
Interest	195,000	195,000	0.00%	Interest amount per schedule.



City of Happy Valley Fiscal Year 2012 - 2013 Budget

The City of Happy Valley strives to ensure fiscal responsibility and to operate each year as prudently as possible while maintaining the high level of customer service our citizens deserve.

The positive change in net assets from 2006 – 2007 was the effect of growth in the City. Development, construction, and building increased very rapidly during this time. There was also an increase in streets constructed as a part of the new subdivision which added to the assets of the City. Construction on the new city hall building began in late 2007 with expenditures reaching \$7M in 2008 and \$4.5M in 2009. The negative change in net assets between 2008 and 2009 was the result of the completion of the City Hall project. The Total Net Assets decreased because cash spent to build the City Hall was greater than the value of the building added to capital assets. This was due to other items needed to furnish the building which are not considered capital assets such as furniture, carpet, supplies, and other such operating expenses.

The negative change in net assets continued in 2010 when revenues continued to decrease due to a lack of development and building activity while depreciation on all City assets continued with no offsetting addition of assets. Revenues increased in 2011 due to increased gas tax collections and increased development and building within the City. There was still a decrease in net assets but it was much lower than 2010 due to an increase in revenues and in streets constructed and added to total assets of the City. Annually the City has \$1.2M of depreciation related to streets. Without an offsetting increase in assets or revenues, depreciation is seen as an increase in expenditures.

The following table shows the change in net assets and subsequent change on Ending Net Assets for each year.

SUMMARY 2006-2011

Annual Financial Report for the Year Ended June 30,						
	2006	2007	2008	2009	2010	2011
Revenue	9,416,048	7,178,888	7,498,117	6,812,676	6,472,267	6,855,253
Expenditures	(2,880,763)	(3,088,091)	(7,972,451)	(7,779,328)	(8,186,597)	(6,929,295)
Change in Net Assets	6,535,285	4,090,797	(474,334)	(966,652)	(1,714,330)	(74,042)
Beginning Net Assets	52,234,906	58,770,191	62,860,988	61,735,087	60,768,435	59,054,105
Ending Net Assets	58,770,191	62,860,988	62,386,654	60,768,435	59,054,105	58,980,063



**City of Happy Valley
Fiscal Year 2012 - 2013 Budget**

SALARY SUMMARY



City of Happy Valley Fiscal Year 2012 - 2013 Budget

SALARY SUMMARY

- This page summarizes salary and benefits for City employees. The combining statement on the following page is used to show the cost for each department and fund. It also shows the Full Time Equivalent (FTE) budgeted for each fund, each department, and the City as a whole. When reviewing FTE remember personnel costs are not apportioned between funds. A methodology was created to determine an amount each dedicated fund would transfer to the General Fund to cover personnel costs attributable to that fund.
- 1.0 FTE equates to a 40-hour per week employee.
- Personnel costs: There is a 4% salary increase for current employees. This increase is composed of a 2.9% cost of living adjustment and up to a 1.1% merit increase. Overall FTE increased 1.78 over the previous budget. This is due to 4 new positions which increased FTE by 3.5, the retirement incentive offer eliminated 4 positions and decreased FTE by 1.82, staff changes between departments increased FTE by .10. The FTE change was distributed as follows: General Fund increase - 1.28 FTE, Street Fund increase - 1.00 FTE, Public Safety Fund decrease - 0.50 FTE.
- Benefits required by law are:
 - **FICA**
 - **Tri-Met**
 - **Workers' Compensation**
- Benefits as offered in the City's employee manual include the following:
 - **Medical and Dental Benefits:** The City offers employees medical coverage through CIS Insurance. Employees have the option to choose between Regence Blue Cross and Kaiser Permanente. The costs for these benefits have been estimated to increase 10% for this budget. Employees pay 5% of the premium costs for medical and dental benefits.
 - **Life Insurance:** The City provides a life insurance benefit for employees with a coverage amount of \$15,000.
 - **Retirement (PERS):** This is the second year of the bi-annual rate issued by PERS. The 14.73% rate for PERS Tiers 1 and 2 is 5.12% higher than the previous bi-annual rate of 9.61%. The rate of 11.11% for OPSRP is 2.17% higher than the previous bi-annual rate of 8.94%. The City employs 11 Tier1/Tier2 members and 20 OPSRP members. The City understands the volatility of PERS rates and in the 2010-11 budget began setting aside an amount equal to 3% of salaries. This set aside amount will be used in future years to offset employer rate increases.
 - **Disability Insurance** The City provides a long term disability insurance benefit for employees with coverage beginning after 90 days. The City also provides an accidental death and dismemberment (AD&D) benefit for employees with a coverage amount of \$15,000.

City of Happy Valley Fiscal Year 2012 - 2013 Budget



FY 2011-12 ADOPTED BUDGET						FY 2012-13 APPROVED BUDGET						
Management	Technical Staff	Build Insp/ Plans Exam	Admin Staff	Overtime	Total	Expenditure Description	Management	Technical Staff	Build Insp/ Plans Exam	Admin Staff	Overtime	Total
							General Fund					
						General Government						
291,600	-	-	307,000	-	598,600	Budget	314,100	-	-	314,700	5,000	633,800
3.0000	-	-	6.9000		9.9000	FTE	3.0000	-	-	5.8000		8.8000
						Community Services / Public Safety						
86,100	195,200	-	77,200	3,000	361,500	Budget	91,300	219,600	-	103,800	5,000	419,700
1.0000	4.3700	-	1.6200		6.9900	FTE	1.0000	4.5000	-	2.1200		7.6200
						Economic and Community Development						
179,200	224,000	151,900	27,100	8,000	590,200	Budget	95,300	238,900	291,000	28,700	5,000	658,900
2.0000	4.0000	2.0000	0.7500		8.7500	FTE	1.0000	4.0000	4.0000	0.7500		9.7500
						Public Works						
82,900	-	-	-	-	82,900	Budget	87,800	-	-	32,100	5,000	124,900
1.0000	-	-	-	-	1.0000	FTE	1.0000	-	-	0.7500		1.7500
						Parks						
-	72,100	-	-	3,000	75,100	Budget	-	75,800	-	-	5,000	80,800
-	2.0000	-	-		2.0000	FTE	-	2.0000	-	-		2.0000
						Street Maintenance Fund						
-	184,900	-	-	6,000	190,900	Budget	-	234,900	-	-	5,000	239,900
-	4.0000	-	-		4.0000	FTE	-	5.0000	-	-		5.0000
						Public Safety Fund						
-	-	-	20,700	5,000	25,700	Budget	-	-	-	-	-	-
-	-	-	0.5000		0.5000	FTE	-	-	-	-	-	-
						Total						
639,800	676,200	151,900	432,000	25,000	1,924,900	Budget	588,500	769,200	291,000	479,300	30,000	2,158,000
7.0000	14.3700	2.0000	9.7700	-	33.1400	FTE	6.0000	15.5000	4.0000	9.4200	-	34.9200
						158,700	Taxes					177,300
						649,195	Insurance Benefits					721,630
						410,300	Retirement					466,800
						50,000	Unemployment Benefits					25,000
						1,268,195	Total Benefits					1,390,730
						3,193,095	TOTAL SALARIES AND BENEFITS					3,548,730



**City of Happy Valley
Fiscal Year 2012 - 2013 Budget**

GENERAL FUND



City of Happy Valley Fiscal Year 2012 - 2013 Budget

GENERAL FUND

- The General Fund accounts for all financial activities of the City except for those that by law or council decision are accounted for in other funds. The City's General Fund has five distinct departments: General Administration, Community Services and Public Safety, Economic and Community Development, Public Works, and Parks.
- Main sources of revenue in the General Fund are:
 - Property taxes
 - Franchise fees from utilities operating within the City
 - Land use and construction fees
 - Building permit fees
 - City's portion of various state shared revenues
 - Municipal Court fees
 - Intergovernmental Revenue
- Expenditures in the five departments are personnel and materials and services. General Fund capital outlay is expended in the Reserve for Replacement Fund which is financed by a transfer from the General Fund.

Budgets for Departments within the General Fund:


Historical Data			Department	Budget For Next Year 2012 - 2013		
Actual		Adopted		Proposed	Approved	Adopted
Preceding Year 09-10	Preceding Year 10-11	Budget This Year 11-12				
1,276,273	1,281,595	1,488,984	General Administration	1,647,600	1,647,600	1,647,600
594,332	687,396	727,698	Community Services and Public Safety	786,795	786,795	786,795
1,069,583	971,435	1,068,280	Economic and Community Development	1,243,285	1,243,285	1,243,285
263,596	285,958	197,420	Public Works	282,030	282,030	282,030
296,965	193,930	241,585	Parks	266,060	266,060	266,060
669,459	550,877	2,053,066	Transfers/Contingency	2,828,275	2,828,275	2,828,275
4,170,208	3,971,191	5,777,033	Total	7,054,045	7,054,045	7,054,045



**City of Happy Valley
Fiscal Year 2012 - 2013 Budget**

**GENERAL FUND
REVENUE**

CITY OF HAPPY VALLEY
FY 2012-2013 BUDGET

GENERAL FUND								
	Preceding	Preceding	Adopted			Budget for Fiscal Year 2012-2013		
	Year 09-10	Year 10-11	Budget	Account No.	RESOURCES	Proposed	Approved	Adopted
1				001-000-	General Government			
2	729,300	2,334,957	1,843,000	401000	Beginning Fund Balance	2,000,000	2,000,000	2,000,000
3	1,040,129	1,081,836	1,103,374	402100	Property Taxes	1,140,000	1,140,000	1,140,000
4	244,998	263,394	245,200	408500	State Shared Revenues	306,000	306,000	306,000
5	790,438	749,143	706,305	411100	Franchise Fees	789,000	789,000	789,000
6	120,833	117,890	128,028	414000	User Related Fees	139,000	139,000	139,000
7	116,306	144,653	144,248	415000	Building Permit Fee	160,000	160,000	160,000
8	75,446	104,924	91,068	415001	Plan Check - Building Permit	115,000	115,000	115,000
9	13,734	9,419	26,794	415050	Building Permit Fee-Commercial	125,000	125,000	125,000
10	15,491	9,562	12,382	415051	Plan Check-Commercial	105,000	105,000	105,000
11	107,671	119,946	106,158	415100	Elec, Mech, Plumb Permits	210,000	210,000	210,000
12	4,898	4,708	7,615	415315	Fire Life Safety	52,000	52,000	52,000
13	22,677	39,274	25,000	415400	Erosion Control	40,000	40,000	40,000
14	19,513	25,820	17,943	415500	Misc Building Permits	9,500	9,500	9,500
15	76,849	84,795	92,500	416000	Planning Fees	95,000	95,000	95,000
16	43,098	104,241	53,200	416100	Engineering Fees	60,000	60,000	60,000
17	288,867	405,128	300,000	418100	Traffic Fines	280,000	280,000	280,000
18	108,816	119,882	120,988	418200	Court Related Fees	38,000	38,000	38,000
19	354,849	294,569	336,082	419100	Intergovernmental	379,400	379,400	379,400
20	-	29,591	-	431100	Grants	-	-	-
21	317,444	150,514	88,565	440000	Misc, Admin, Donations	60,000	60,000	60,000
22	1,474,434	342,900	337,533	490000	Transfers In	951,145	951,145	951,145
23								
24	5,965,791	6,537,146	5,785,983		Total Resources	7,054,045	7,054,045	7,054,045



City of Happy Valley Fiscal Year 2012 - 2013 Budget

GENERAL FUND Resources

Line

2. **Beginning Fund Balance:** Funds available but not spent during the previous fiscal year.
3. **Property Taxes:** The City's permanent tax rate is \$0.671 per thousand dollars and is levied on the assessed value of property within the City as determined under current state law. Includes taxes levied in prior years but collected in the current year.
4. **State Shared Revenues:** Includes 20% of liquor receipts distributed monthly to cities on a per capita basis with statutory authorization for distribution in ORS 471.810(a)(b) and 471.810(1)(d), 14% of liquor revenues paid quarterly to cities based on formula outlined in the ORS 221.770, and 2 cents of the \$1.18 per pack cigarette tax distributed monthly to cities on a per capita basis with statutory authorization for distribution in ORS 323.445. These funds may be used for general city operations.
5. **Franchise Fees:** Revenues related to franchise fee and privilege tax agreements with utilities operating within the City. Fees are based on revenues earned within the City limits. City ordinances require the following fees: Electric 3.5%, Telephone 7%, Cable TV 5% (includes FIOS), and Natural Gas 5.94%. The PGE 1.5% Privilege Tax is receipted directly in the Pedestrian Improvement Projects Fund.
6. **User Related Fees:** Includes fees paid to operate within or use services provided by the City. These include facility rental charges, cell phone tower rental fees, park reservation fees to reserve space at Happy Valley Park, bi-annual alarm permits for residential and commercial alarms, late payment and false alarm assessments, burn permits that allow burning within the City limits, registration fee for any dog 6 months or older, fees to operate a business within the City, photo passport fee for passport photos and process filing for US Customs, revenue from Metro for participation in their business license program.
7. **Building Permit Fee:** New residential construction and remodel inspection permit.
8. **Plan Check-Building Permit:** Plan review on residential building permits.
9. **Building Permit Fee-Commercial:** New commercial construction and remodel inspection permit.
10. **Plan Check-Commercial:** Plan review on commercial building permits.
11. **Fire Life Safety:** Plan review of commercial buildings requiring a fire life safety plan.
12. **Elec, Mech, Plumb Permits:** 12% of electrical permit fees for admin costs, mechanical inspection permit fees, plumbing inspection permit fees.
13. **Erosion Control:** Fees for single lot erosion control including re-inspection fees stemming from compliance issues.



City of Happy Valley Fiscal Year 2012 - 2013 Budget

GENERAL FUND Resources

Line

14. **Misc Building Permits:** Building permits not listed above such as but not limited to: re-inspection fees, statewide Minor Label program revenue from the State of Oregon for performing plumbing and mechanical inspections, permits to abandon a septic tank or sewer line, inspection of connection of public lateral to private homeowner's sewer, residential construction sidewalk and driveway approach inspection, and other permits change of use certificates of occupancy.
15. **Planning Fees:** There are several categories of development fees. Certain fees are by type of application and other fees are a cost per lot to be developed. Fees are set to cover staff time and administrative/overhead costs.
16. **Engineering Fees:** These fees are set to cover improvement plan review, overall development, erosion sediment control plan review, and periodic construction supervision of public improvements by the City to ensure compliance with National, State, Regional, and City standards.
17. **Traffic Fines:** Fines imposed in the Happy Valley Municipal Traffic Court.
18. **Court Related Fees:** State and county fees associated with Traffic Court fines, municipal code violation fines, traffic safety class for persons who commit minor traffic infractions, fee to review variance application and monitor for non-compliance issues.
19. **Intergovernmental:** Revenue from other municipalities or governmental agencies such as NCPRD for maintenance of parks per the IGA, solid waste franchise fees, 5% of park SDCs, 5% of Metro Construction Excise tax, 3% of North Clackamas School District Construction Excise Tax and other fees to cover administrative costs, payment for code enforcement, building inspection, street sweeping services provided to other jurisdictions,
20. **Grants:** The City applies for grants sponsored by federal, state, and regional governments and non-governmental organizations to fund projects and programs.
21. **Misc, Admin, Donations:** Includes but not limited to: unanticipated income such as copy fees or refunds, donations and fundraising to defray the costs of community events, interest income from cash is invested in the Local Government Investment Pool and in other investments.
22. **Transfers In:** Transfers from other funds to cover overhead costs associated with personnel used by the respective funds. Transfer the fund balance from former Building Fund to the General Fund which is the last step in integrating the building program into the General Fund as a division of the Economic and Community Development Department.



**City of Happy Valley
Fiscal Year 2012 - 2013 Budget**

GENERAL FUND

**GENERAL ADMINISTRATION
DEPARTMENT**



City of Happy Valley Fiscal Year 2012 - 2013 Budget

GENERAL FUND **General Administration**

Manager: Barbara Muller

STATEMENT OF PURPOSE:

The General Administration Department of the City of Happy Valley consists of staff members charged with the day-to-day operations of the City and implementing the City Council policies and initiatives that set the course for the future. Staff members include the City Manager, City Recorder/Human Resources, Finance Officer, Program Coordinator, Office and Facility Services Coordinator, Administrative Assistants and Building Maintenance Technician. The General Administration Department staff works together with the other City departments to ensure efficient operations, as well as providing critical informational links to citizens, the business community, volunteers, visitors, community partners and the elected and appointed officials of the City. These activities include:

1. Translating the City Council's goals and policies into budgetary priorities and projects.
2. Management of all financial aspects of the City in accordance with generally accepted accounting principles as well as all Federal and State regulations. Automated systems are maintained to provide timely, useful, and accurate financial information to both internal and external users.
3. Responsibility for the Annual Budget, financial statements, external annual audit and administration of the bond issuance process and subsequent debt service payments. Management of City investments in the Local Government Investment Pool and investments maintained in approved investment vehicles.
4. Management of IT which includes the City's server system and a variety of software programs tailored specifically to meet the varying needs of the City staff.
5. Administrative support and receptionist services for all staff, recognizing the importance of accurate, timely, and courteous customer service.
6. Management of the City's insurance program including Property, Casualty, and Workers' Compensation. Risk management includes 1) identification of risk 2) risk assessment including minimizing exposures wherever practicable 3) transfer of risk utilizing risk management and insurance strategies 4) implementation and ongoing monitoring of the risk management plan 5) review and revision as needed.
7. Human Resources functions for the City, ensuring comprehensive and competitive benefit packages for its employees, and providing strategic interaction with all departments to attract, hire, and retain the best candidates for each position. When necessary, Human Resources also works collaboratively with managers to provide the best possible outcomes to challenges related to employees as they occur.



City of Happy Valley Fiscal Year 2012 - 2013 Budget

GENERAL FUND **General Administration**

8. Administration and evaluation of Contracts, Intergovernmental Agreements, Bonds and other forms of financial guaranty which the City regularly requires for both developments within the City, as well as for projects initiated by the City Council.
9. Administration of City's website, providing the public with a wide array of up-to-date information pertaining to the community and their local government.
10. Office of the City Recorder maintains the official Ordinances and Resolutions of the City, and all records pertaining to the City Council, liaison with the Clackamas County Recorder's Office, as well as all archival responsibilities for City records. The City Recorder also acts as the Elections Officer, ensuring all applicable laws are adhered to during the course of all elections within the City.
11. Facility and Office Services plans, coordinates, and implements a broad range of services that allow the City and its staff to operate efficiently and safely. Monitors City's facilities to proper levels of safety, security, and maintenance. Also oversees office supply purchasing and maintenance contracts.

PROGRAM OBJECTIVES:

1. Act as "first contact" for the City, and as such strive to provide exemplary service to residents, customers and community partners as well as to other internal departments.
2. Administrative support to City Council, Planning Commission and other volunteer committees.
3. Work collaboratively to facilitate timely and accurate communication, education, and information to the public, other departments, community partners, and service providers via the City's social media sites.
4. Expand the public's understanding and involvement in City government while always striving to improve and streamline procedures.
5. Provide a work environment that promotes customer service while fully utilizing the talents of Staff by reinforcing and promoting their knowledge, competence and creativity.
6. Provide accurate and transparent financial information thus providing assurance of outstanding stewardship of taxpayer monies.



City of Happy Valley

Fiscal Year 2012 - 2013 Budget


GENERAL FUND General Administration

7. Maximize the City's resources.
8. Provide education and support to staff by promoting recycling and sustainability practices.
9. Coordination of facility maintenance, security, and repair.
10. Manage the City's information and communication technology including the network, desktop equipment, and software applications.

BUDGET SUMMARY:

Historical Data			Department	Budget For Next Year 2012 - 2013		
Actual		Adopted		Proposed	Approved	Adopted
Preceding Year 09-10	Preceding Year 10-11	Budget This Year 11-12				
789,597	959,642	1,019,370	Personnel Services	1,031,800	1,031,800	1,031,800
486,676	321,953	469,614	Material and Services	615,800	615,800	615,800
1,276,273	1,281,595	1,488,984	Total	1,647,600	1,647,600	1,647,600

**CITY OF HAPPY VALLEY
FY 2012-2013 BUDGET**

GENERAL FUND								
			Adopted			Budget for Fiscal Year 2012-2013		
	Preceding	Preceding	Budget					
	Year 09-10	Year 10-11	Year 11-12	Account No.	EXPENDITURE DESCRIPTION	Proposed	Approved	Adopted
1				001-002-	General Administration			
2					Personnel			
3	269,907	287,507	291,600	500051	Management	314,100	314,100	314,100
4	265,740	299,864	307,000	500063	Admin/Support	314,700	314,700	314,700
5	-	-	-	500100	Overtime	5,000	5,000	5,000
6	9,860	72,764	50,000	504600	Unemployment benefits	25,000	25,000	25,000
7	34,384	44,862	49,800	504700	Taxes	52,400	52,400	52,400
8	126,348	149,423	189,670	504800	Insurance Benefits	182,700	182,700	182,700
9	73,358	105,222	131,300	505000	Retirement Plan	137,900	137,900	137,900
10	779,597	959,642	1,019,370		Total Personnel Services	1,031,800	1,031,800	1,031,800
11								
12					Materials and Services			
13	29,366	20,882	34,484	600100	Office Supplies	32,100	32,100	32,100
14	32,323	24,089	52,800	600200	Professional Development	84,500	84,500	84,500
15	71,359	65,158	83,050	600400	Utilities	90,200	90,200	90,200
16	19,241	20,820	20,430	602000	Public Accountability	32,000	32,000	32,000
17	16,405	18,923	24,750	602300	Repairs & Maintenance	29,500	29,500	29,500
18	38,620	26,731	30,420	602350	Facility & Office Service Contracts	88,500	88,500	88,500
19	70,447	67,669	68,620	602900	General Operating	69,000	69,000	69,000
20	71,969	55,377	120,000	603100	Legal	90,000	90,000	90,000
21	136,946	22,304	39,260	603950	Contract Services	100,000	100,000	100,000
22								
23	486,676	321,953	473,814		Total Materials and Services	615,800	615,800	615,800
24								
25	1,266,273	1,281,595	1,493,184		Total General Administration	1,647,600	1,647,600	1,647,600



City of Happy Valley Fiscal Year 2012 - 2013 Budget

GENERAL FUND ***Expenditures, General Administration***

MATERIALS AND SERVICES:

Line

13. **Office Supplies:** General office supplies and postage costs.
14. **Professional Development:** Training, travel, and meals related to City business, annual membership dues to the League of Oregon Cities, professional organization dues, certifications, subscriptions, and books for staff budgeted under General Administration and City Council. Also includes employee recognition and appreciation programs.
15. **Utilities:** Utilities include gas, electricity, trash, recycling, phone services, water, storm, and sewer for all City facilities. A portion of these items are allocated to the Parks Department and the Street Fund.
16. **Public Accountability:** Publication of legal notices, website hosting of the City's Municipal Code, and the annual financial audit.
17. **Repairs and Maintenance:** Repairs, improvements, maintenance, recycling costs, and cleaning supplies for all City buildings and systems.
18. **Facility and Office Service Contracts:** Annual maintenance and service contracts related to the City's facilities as well as building and office services. This includes but is not limited to: the accounting system, internet services, access and security, elevator, HVAC, website, document management, contract for janitorial services, multi-function copiers, and desktop printers.
19. **General Operating:** Property, General Liability and Business Automobile insurance costs pooled through the League of Oregon Cities, banking fees, third party provided payroll service, other miscellaneous fees, expenses for City sponsored events with other civic entities, costs associated with recruitment and hiring of personnel.
20. **Legal:** Legal expenses pertaining to all General Fund departments are charged to this line item.
21. **Contract Services:** IT management, maintenance support for network server, desktop computer support, and costs of unexpected items requested by Council.



**City of Happy Valley
Fiscal Year 2012 - 2013 Budget**

GENERAL FUND

**COMMUNITY SERVICES/PUBLIC SAFETY
DEPARTMENT**



City of Happy Valley Fiscal Year 2012 - 2013 Budget

GENERAL FUND **Community Services and Public Safety**

Manager: Steve Campbell

STATEMENT OF PURPOSE:

Public Safety/Community Services is a multi-functional department that encompasses Police/Emergency Services, Code Enforcement & Animal Control, the Municipal Court/Juvenile Diversion and Public Information & Services. Public Information & Services serves as the bridge between our city government, its citizens and the business community. Through our Community Events and the City's newsletter, website and press releases, we keep city residents informed and involved. Under this umbrella of service, we serve as the liaison to the business community to promote grand openings, special events and marketing assistance to benefit the Happy Valley Business Alliance and business community. We provide passport services, park and sports fields reservations, and oversee business and animal licensing education and compliance. Police/Emergency Services works in coordination with the Clackamas County Sheriff's Office and Clackamas Fire District 1 for public safety and emergency services, and oversees municipal code enforcement and animal control through its code officers. The Municipal Court administers judicial resolution of minor traffic and parking violations, minors in possession of alcohol and tobacco and City ordinance infractions. Court staff oversees the administrative duties of enrollment, instruction and compliance monitoring of its traffic safety classes to those who qualify for this educational component of the court process.

PROGRAM OBJECTIVES:

1. Police/Emergency Services

- a. Responsible for managing and maintaining public safety through prevention of and protection from events that could endanger the safety of the general public.
- b. Management and budgetary oversight of police services.
- c. Maintain crime prevention program that includes Neighborhood Watch programs, business and home security surveys, National Night Out.
- d. Coordination of public forums (Traffic & Public Safety Committee) for citizens to directly address safety concerns with Happy Valley Police and applicable city departments.
- e. Development and implementation of Emergency Operations Plan, Hazard Mitigation Plan and Continuity of Operations Plan.
- f. Serve as the Emergency Manager for man-made or natural disasters.
- g. Serve as the Incident Commander for incidents enacting the Emergency Operations Center.
- h. Serve as on-call emergency responder for after-hours City concerns.
- i. Pursue grants and coordinate emergency services and homeland security.



City of Happy Valley Fiscal Year 2012 - 2013 Budget

GENERAL FUND **Community Services and Public Safety**

2. Code Enforcement / Animal Control

- a. Prompt, professional response to complaints; strive to increase code compliance through pro-active enforcement and effective communication and mediation with citizens, businesses, builders/developers and neighbors.
- b. Effectively utilize the code compliance function as an early detection or prevention mechanism for other problem situations that may be present in the neighborhood.
- c. Contract services for Code Enforcement benefits the City of Damascus, while providing us a source of revenue.
- d. Animal Control strives to reconnect lost or found animals at large with their owners through licensing records and chip ID recognition.
- e. Animal Control uses encounters with owners in violation of leash laws as an opportunity to educate and to ensure pets are or will be properly licensed as a conditional measure in the adjudication of any citation or warning issued.
- f. Research and development for new or relevant amendments to current city code or new regulations.
- g. Coordinate and educate school staff on procedures to self-patrol and administer citations to vehicles in violation of parking regulations on school property.

3. Municipal Court / Juvenile Diversion

- a. Court convenes biweekly for the resolution of traffic and municipal code violation citations written within City limits by law enforcement and city code officers, to be adjudicated by an appearance before a municipal judge.
- b. Certain violations, as outlined in the Violations Bureau Order, may be resolved without a judicial appearance.
- c. Court staff are empowered to resolve specified offenses through compliance, diversion or non-contested payment.
- d. Traffic Safety classes are a diversion option for violators who meet the requirements to be offered this alternate resolution. Happy Valley safety class instructors preside over a 4 hour course that requires student participation and testing for successful completion. The municipal courts of Damascus and Milwaukie send their diversion clients to Happy Valley's Traffic Safety Class.
- e. Fireworks Diversion is offered once annually to first-time offenders of the illegal fireworks law. Through multi-agency presenters, violators learn the extreme danger they pose to themselves and their community, and learn how to correct behaviors.
- f. Juvenile Diversion grants low level youth offenders the opportunity to perform community service in their own town, reinforcing their accountability and visualization of the impact of their actions. Youth offender hours are assigned by the Municipal Court, and work crews are under the supervision of the Happy Valley Code Enforcement team.



City of Happy Valley Fiscal Year 2012 - 2013 Budget

GENERAL FUND **Community Services and Public Safety**

- g. Community Services serves as an effective sentencing tool for youth. As assigned by the municipal judge, basic sentencing includes time assigned to a work crew and additional probationary requirements.
- h. The Government Awareness Program is a limited offering to qualifying youth who, through city mentorship, participate in the administration of city services, acquire a positive awareness as a 'public servant' and share that message throughout their peer group.

4. Public Information Services

- a. All news releases, media response and distribution of public information originate from this department, which serves as the Public Information Office.
- b. By keeping Happy Valley citizens informed and involved in their community, the City's livability will continue to thrive. Positive economic development will be one of many beneficial results to the City. Timely and informative newsletters, press releases and the city's website and news flashes are the avenues of information provided.
- c. The marketing of Happy Valley as a destination spot and gateway to regional activities will promote tourism and growth.
- d. Commercial filming and special event permits are in place for production companies who increasingly discover the scenic possibilities of our locale, and appreciate the straightforward, professional process that the City provides.
- e. Through active partnership with our local schools, we encourage students to learn and become dynamic young leaders through their participation in the Happy Valley Youth Council, Junior Achievement classes and Eagle Scout projects.
- f. Government awareness is reinforced through facility tours by elementary school children.
- g. Organizing and promoting the City's signature community events such as the 4th of July Family Festivals, the Summer Concerts series and Tree Lightings, as well as introducing new events and activities (Dumpster Day) encourages volunteerism and a sense of community.
- h. Provide assistance and coordination of services- planning and promotion, staging and traffic safety - for major, non- profit events (Fun Run, 9/11 Run, etc.)
- i. Community Blood Drives are an ongoing commitment with other community partners.



**City of Happy Valley
Fiscal Year 2012 - 2013 Budget**


*GENERAL FUND
Community Services and Public Safety*

- j. Working with the various Homeowners Associations, an HOA liaison serves to build an updated and organized listing of the City's HOAs, their officers and contact information. By attending meetings, we keep the City an informed partner, and can offer education and share knowledge regarding compliance with city ordinances and other neighborhood issues.
- k. Passport Services remains a highly-valued public service and revenue source. Our Acceptance Facility receives high praise for its service level and is regularly sought as a training locale by the Regional Passport Agency in Seattle.

BUDGET SUMMARY:

Historical Data			Description	Budget For Next Year 2012 - 2013		
Actual		Adopted Budget This Year 11-12		Proposed	Approved	Adopted
Preceding Year 09-10	Preceding Year 10-11					
445,474	555,330	606,300	Personnel Services	668,795	668,795	668,795
140,858	132,066	123,898	Material and Services	118,000	118,000	118,000
586,332	687,396	730,198	Total	786,795	786,795	786,795

CITY OF HAPPY VALLEY
FY 2012-2013 BUDGET

GENERAL FUND								
			Adopted			Budget for Fiscal Year 2012-2013		
	Preceding	Preceding	Budget					
	Year 09-10	Year 10-11	Year 11-12	Account No.	EXPENDITURE DESCRIPTION	Proposed	Approved	Adopted
1				001-004-	Community Services and Public Safety			
2					Personnel			
3	41,714	85,100	86,100	500051	Management	91,300	91,300	91,300
4	85,927	108,529	110,700	500053	Community Services Officers	130,000	130,000	130,000
5	79,435	82,952	84,500	500055	Court Staff	89,600	89,600	89,600
6	65,031	75,787	77,200	500063	Admin/Support	103,800	103,800	103,800
7	3,021	1,278	3,000	500100	Overtime	5,000	5,000	5,000
8	21,844	26,878	29,900	504700	Taxes	31,800	31,800	31,800
9	106,811	111,211	136,300	504800	Insurance Benefits	126,295	126,295	126,295
10	41,691	63,595	78,600	505000	Retirement Plan	91,000	91,000	91,000
11	445,474	555,330	606,300		Total Personnel Services	668,795	668,795	668,795
12								
13					Materials and Services			
14	2,082	3,589	4,500	600200	Professional Development	7,000	7,000	7,000
15	-	4,671	6,000	602001	Repairs & Maintenance	5,000	5,000	5,000
16	94,040	73,033	57,070	602750	Public Outreach	59,000	59,000	59,000
17	44,636	50,773	55,328	603120	Public Safety Related	42,000	42,000	42,000
18	100	-	1,000	603950	Contract Services	5,000	5,000	5,000
19								
20	140,858	132,066	123,898		Total Materials and Services	118,000	118,000	118,000
21								
22	586,332	687,396	730,198		Total Community Services and Public Safety	786,795	786,795	786,795



City of Happy Valley Fiscal Year 2012 - 2013 Budget

GENERAL FUND Expenditures, Community Services and Public Safety

MATERIALS AND SERVICES:

Line

14. **Professional Development:** Training, travel, and meals related to City business, annual membership dues to professional organization, certifications, subscriptions, and books for staff. Training in code enforcement, emergency services, animal control, and any of the various services provided by the department.
15. **Repairs and Maintenance:** Supplies needed in case of emergencies as stipulated in grant agreements. This budget item is based upon grant funding.
16. **Public Outreach:** Monthly newsletter costs include typing, printing services, mailing service, and postage. A portion of the cost for the newsletter is accounted for in the Public Safety Fund. Community Services officer uniforms, badges, nametags, and other required clothing. Also includes costs to provide service to the public for photo passport and process filing for US Customs. Costs associated with hosting the various events throughout the year including 4th of July Family Festival, Summer Concerts, National Night Out, Safety Fair, Doggie Day in the Park, Harvest Fest and Holiday Tree Lighting.
17. **Public Safety Related:** Lodging costs associated with non-licensed animals found in the City. The City must shelter any animals in custody. Per the IGA the city will pay the county for each animal sheltered in their facility. Costs for providing a judge for the City's Municipal Court sessions, translation services, to include signing, to aid communication between defendants and court staff, purchase of student books and materials for Driver Safety Classes, and the City's portion of costs for administering the juvenile diversion program.
18. **Contract Services:** Contract services for nuisance abatement. The City contracts services to remove nuisances on private property if court ordered abatement fails.



**City of Happy Valley
Fiscal Year 2012 - 2013 Budget**

GENERAL FUND

**ECONOMIC AND COMMUNITY DEVELOPMENT
DEPARTMENT**



City of Happy Valley Fiscal Year 2012 - 2013 Budget

GENERAL FUND Economic and Community Development

Manager: Michael D. Walter, AICP

STATEMENT OF PURPOSE:

The Economic and Community Development Department consists of three divisions, the Planning & Economic Development Division; the Engineering Division; and, the Building Division. Each has specific responsibilities, though many are inter-departmental responsibilities, particularly in relation to development reviews.

PLANNING & ECONOMIC DEVELOPMENT DIVISION

The Planning & Economic Development Division guides residential, institutional, commercial and industrial growth to facilitate the continual improvement of Happy Valley and the quality of life of our residents. The Planning & Economic Development Division works directly with city officials, regulatory agencies, advisory committees, citizen committees, the general public and developers to optimize land development and ensure compliance with the adopted land use regulations and policies. These regulations include, but are not limited to, all the components of the Comprehensive Plan, including ancillary documents; the Development Code; the Transportation System Plan; and the Master Plans of various service providers (sanitary and storm sewer, parks, water, etc.), in addition to county, regional (Metro) state and federal regulations and policies. The Planning Division is responsible for technical review of preliminary and final subdivision plats, design review, transportation planning, environmental planning, landscape plan review, annexations, and "special projects" such as development agreements and intergovernmental agreements (IGA's). In addition, the Planning & Economic Development Division is responsible for all economic development activities and programs as well as all long range planning projects. The Planning & Economic Development Division is a key resource in developing the city's Capital Improvement Plans and for conducting strategic planning to include future annexation of property to enhance the livability of the city and expand the City's tax base. The Planning & Economic Development Division staff is responsible for coordination with surrounding jurisdictions including adjacent and nearby cities, Clackamas County, Metro and various state departments.



City of Happy Valley Fiscal Year 2012 - 2013 Budget

GENERAL FUND Economic and Community Development

PROGRAM OBJECTIVES:

General:

1. Ensure the design of development projects to enhance functional and visual characteristics of the community.
2. Provide information and assistance to developers and the general public regarding development requirements in the city, the planning process, and Planning Commission and City Council procedures.
3. Coordinate planning and economic development efforts with other city departments and local, regional, and state planning agencies and organizations.
4. Review, research, and update the Comprehensive Plan and Land Development Code for the city to ensure that it meets the goals prescribed by regional and state planning agencies as well as the City Council and Planning Commission.
5. Work closely with the City Attorney to ensure that the city's obligations and Council directives are handled accurately and in a legally sound manner.
6. Promote the development and expansion of commercial, industrial and health care sector businesses.
7. Promote & pursue the annexation of properties within the city limits in order to provide future economic development opportunities and promote residential growth.

ENGINEERING DIVISION

The Engineering Division oversees construction and improvement of city facilities and infrastructure, such as streets and utilities. The staff also provides public works related inspections. The Engineering staff is responsible for review of plans, monitoring construction activities, grant applications and capital improvement projects within the city. In conjunction with other city departments and divisions, the engineering staff works to provide strategic planning related to new development, transportation improvements, utilities, city-supported public works programs and capital improvement projects.



City of Happy Valley Fiscal Year 2012 - 2013 Budget

GENERAL FUND Economic and Community Development

PROGRAM OBJECTIVES:

General:

1. Provide city residents a high level of customer service relative to the following:
 - a. Street construction, improvements, maintenance and repairs
 - b. Public rights-of-way
 - c. Coordination of surface water issues with Water Environment Services (WES) of Clackamas County
 - d. Installation and maintenance of signage and traffic control devices within public rights-of-way (This process includes working with the Traffic Safety Committee, City Traffic Engineer, Code Enforcement and Public Works Director).
 - e. Coordinate with Public Works on street cleaning including; sweeping, debris pick-up and hazardous spill removal coordination – MS4 Reporting
2. Review construction plans for compliance with national, regional and city standards and oversee construction and improvement projects relative to new development and growth within the city.
3. Oversee capital, upgrade, and public improvement projects:
 - a. Within the public rights-of-way
 - b. Utilizing System Development Charges for capital projects
 - c. City properties excluding parks
 - d. Update Street Inventory
 - e. Pavement Management Program
 - f. Conduct Feasibility Study's – Street Pre-Design
4. Work with Building Department, Community Development, Code Enforcement and Community Services relative to the following items:
 - a. New site development(s)
 - b. City Code compliance
 - c. Final plat review to assure compliance with conditions of approval
5. Work with committees to address existing and anticipated concerns and goals of residents
6. Construction Design Standards – Maintain and Update as necessary



City of Happy Valley Fiscal Year 2012 - 2013 Budget

GENERAL FUND Economic and Community Development

BUILDING DIVISION:

The Building Division provides code administration, inspection, plan review and permit services to the construction industry. These are integral to the safe and effective construction of structures in the City. Services are provided to architects, engineers, contractors, and members of the public who need code interpretation of the various specialty codes. Building Division staff maintain updated copies of Oregon's construction codes and rules for use within the jurisdiction. Services are provided to contractors and the public to ensure organizations are operating in compliance with the appropriate laws, individuals are properly licensed, and products meet legal specifications. Permit and inspection services are provided to contractors and owner/builders who seek structural, mechanical, electrical, or plumbing permits. The Building Division issues permits to administer and enforce the state's building codes. The permit process may include the review of plans for construction. Inspection services are also provided to building contractors and owner/builders in structural, mechanical, plumbing and electrical areas.

PROGRAM OBJECTIVES:

1. Provide a full service, computerized permit issuance/tracking, plan review and inspection Building Division.
2. Recognize and meet the work plan and program standards mandated through the Tri-County Service Board (State of Oregon Building Codes Division Northwest Regional Office).
3. Issue timely building permits for residential and commercial projects following submission of complete permit applications and plans.
4. Accomplish all requested building inspections within 24 hours of date of request.
5. Respond to public concerns within 48 hours from date received.
6. Provide inspection services and plan review to the City of Milwaukie per the IGA.
7. Manage revenues and expenditures prudently and responsibly.
8. Allow for, facilitate, and encourage alternate methods of construction and or materials.
9. Provide code resources for architects, engineers, building contractors and homeowners.
10. Uniformly administer and enforce the state building codes, city ordinances and policies that set standards for construction.




**City of Happy Valley
Fiscal Year 2012 - 2013 Budget**

*GENERAL FUND
Economic and Community Development*

BUDGET SUMMARY:

Historical Data			Description	Budget For Next Year 2012 - 2013		
Actual		Adopted Budget This Year 11-12		Proposed	Approved	Adopted
Preceding Year 09-10	Preceding Year 10-11					
975,147	857,841	941,380	Personnel Services	1,068,785	1,068,785	1,068,785
79,436	113,594	129,150	Material and Services	174,500	174,500	174,500
1,054,583	971,435	1,070,530	Total	1,243,285	1,243,285	1,243,285

**CITY OF HAPPY VALLEY
FY 2012-2013 BUDGET**

GENERAL FUND									
			Adopted				Budget for Fiscal Year 2012-2013		
	Preceding	Preceding	Budget						
	Year 09-10	Year 10-11	Year 11-12	Account No.	EXPENDITURE DESCRIPTION	Proposed	Approved	Adopted	
1				001-006-	Economic & Community Development				
2					Personnel				
3	160,407	177,001	179,200	500051	Management	95,300	95,300	95,300	
4	144,375	49,546	50,600	500054	Planning	53,600	53,600	53,600	
5	85,445	124,910	128,400	500058	Engineering	137,600	137,600	137,600	
6	175,269	148,866	151,900	500060	Building Inspect/ Plan Exam	291,000	291,000	291,000	
7	67,222	70,564	72,100	500063	Admin/Support	76,400	76,400	76,400	
8	-	-	8,000	500100	Overtime	5,000	5,000	5,000	
9	50,687	45,603	48,600	504700	Taxes	50,100	50,100	50,100	
10	186,252	139,076	174,880	504800	Insurance Benefits	216,385	216,385	216,385	
11	105,490	102,275	127,700	505000	Retirement Plan	143,400	143,400	143,400	
12									
13	975,147	857,841	941,380		Total Personnel Services	1,068,785	1,068,785	1,068,785	
14									
15					Materials and Services				
16	10,018	12,701	11,400	600200	Professional Development	27,500	27,500	27,500	
17	17,484	11,177	4,250	602900	General Operating	5,000	5,000	5,000	
18	75	6,146	25,500	602750	Public Outreach	5,000	5,000	5,000	
19	51,859	83,570	88,000	603950	Contract Services	137,000	137,000	137,000	
20									
21	79,436	113,594	129,150		Total Materials and Services	174,500	174,500	174,500	
22									
23	1,054,583	971,435	1,070,530		Total Economic & Community Development	1,243,285	1,243,285	1,243,285	



City of Happy Valley Fiscal Year 2012 - 2013 Budget

GENERAL FUND Expenditures, Economic and Community Development

MATERIALS AND SERVICES:

Line

16. **Professional Development:** Training, travel, and meals related to City business, annual membership dues, professional organization dues, certifications, subscriptions, professional and code books. Annual membership dues paid to local and national planning associations, Regional Partners dues, and Oregon Economic Development Association dues
17. **General Operating:** Maps and printing are separated from general office supplies.
18. **Public Outreach:** Costs associated with the annexation program. Brochures and information on permit and inspection procedures.
19. **Contract Services:** Contract for review of City transportation issues and reviewing development applications. Consulting professional engineer responsible for evaluating traffic safety and control issues throughout the City, provide assistance with construction plans, plat review, and project close out if needed, may include professional staff for erosion control permitting and inspections, as well as assistance with the green streets design standards. Code revision and project work related to growth and future expansion most of which is proposed to be funded by grants. Costs associated with development of required legal descriptions for annexations. Fees paid to METRO for annexation. Costs associated with special projects, over-load current planning review, municipal code updates, and economic development plan assistance.



**City of Happy Valley
Fiscal Year 2012 - 2013 Budget**

**GENERAL FUND
PUBLIC WORKS DEPARTMENT**



City of Happy Valley Fiscal Year 2012 - 2013 Budget

GENERAL FUND Public Works

Manager: Chris Randall

STATEMENT OF PURPOSE:

The Public Works Department oversees operations related to the maintenance of City facilities and infrastructure. The primary goal is to manage and maintain quality public roads, parks, trails, storm drains, open spaces, and other infrastructure for the residents of the City. Public Works is committed to providing quality community services for the health and safety of residents and the environment.

PROGRAM OBJECTIVES:

- 1) Provide City citizens a high level of customer service related to the following:
 - a) Street construction, implementation, maintenance and repair.
 - b) Public rights-of-way maintenance and repair.
 - c) Coordination of surface water issues with Water Environment Services.
 - d) Installation and maintenance of signage within public rights-of-way.
 - e) Street cleaning including: sweeping, debris pickup-up and hazardous spill removal coordination.
 - f) Coordinate work efforts of volunteers and community work force.
- 2) Work with committees to address existing and anticipated concerns and goals of the community.
- 3) Maximize budgetary resources.
- 4) Promote recycling and sustainability practices through building maintenance.
- 5) Provide accurate and timely communication to staff and the community.
- 6) Assure continued staffing and support to city wide Safety Committee.



**City of Happy Valley
Fiscal Year 2012 - 2013 Budget**

*GENERAL FUND
Public Works*


- 7) Work with the Public Safety and Community Services Department related to the following
 - a) Public rights-of-ways
 - b) Public event staffing
 - c) Warning sign maintenance and install

- 8) Work with the Planning and Engineering Departments related to the following
 - a) Surface water issues
 - b) Associated feasibility forecasting
 - c) Master planning

BUDGET SUMMARY:

Historical Data			Description	Budget For Next Year 2012 - 2013		
Actual		Adopted		Proposed	Approved	Adopted
Preceding Year 09-10	Preceding Year 10-11	Budget This Year 11-12				
159,582	249,848	135,820	Personnel Services	208,030	208,030	208,030
97,014	36,110	61,600	Material and Services	74,000	74,000	74,000
256,596	285,958	197,420	Total	282,030	282,030	282,030

**CITY OF HAPPY VALLEY
FY 2012-2013 BUDGET**

GENERAL FUND								
			Adopted			Budget for Fiscal Year 2012-2013		
	Preceding	Preceding	Budget					
	Year 09-10	Year 10-11	Year 11-12	Account No.	EXPENDITURE DESCRIPTION	Proposed	Approved	Adopted
1				001-008-	Public Works			
2					Personnel			
3	32,177	81,900	82,900	500051	Management	87,800	87,800	87,800
4	77,572	80,310	-	500059	Public Works	-	-	-
5	-	-	-	500063	Admin/Support	32,100	32,100	32,100
6	914	-	-	500100	Overtime	5,000	5,000	5,000
7	9,373	12,369	7,000	504700	Taxes	10,000	10,000	10,000
8	25,264	46,256	27,720	504800	Insurance Benefits	46,830	46,830	46,830
9	14,282	29,013	18,200	505000	Retirement Plan	26,300	26,300	26,300
10								
11	159,582	249,848	135,820		Total Personnel Services	208,030	208,030	208,030
12								
13					Materials and Services			
14	18,475	4,697	11,000	600150	Public Works Supplies	12,000	12,000	12,000
15	1,292	1,800	2,600	600200	Professional Development	5,000	5,000	5,000
16	23,745	13,960	25,000	601500	Vehicle Operation & Main.	27,000	27,000	27,000
17	28,400	14,453	23,000	602300	Repairs & Maintenance	30,000	30,000	30,000
18	25,102	1,200	-	603950	Contract Services	-	-	-
19								
20	97,014	36,110	61,600		Total Materials and Services	74,000	74,000	74,000
21								
22	256,596	285,958	197,420		Total Public Works	282,030	282,030	282,030



City of Happy Valley Fiscal Year 2012 - 2013 Budget

GENERAL FUND Expenditures, Public Works

MATERIALS AND SERVICES:

Line

14. **Public Works Supplies:** Supplies and materials for repairs and continued operation of Public Works facilities. Safety equipment worn by Public works staff for protection from injury. Examples: Hardhats, boots, gloves and safety goggles.
15. **Professional Development:** Training, travel, and meals related to City business, annual membership dues, professional organization dues, certifications, subscriptions, professional and code books. Training classes and certifications on subjects such as insecticide/herbicide use, road maintenance, safety, construction, first aid and flagman training. Staff membership in Public Works/Environmental associations, such as the American Public Works Association (APWA), Association of Clean Water Agencies (ACWA), Regional Erosion Prevention Awards program, and Pacific Northwest Clean Water Association (PNCWA).
16. **Vehicle Operation & Maintenance:** Operation and maintenance of all General Fund vehicles.
17. **Repairs and Maintenance:** Maintenance and repairs of non-vehicular equipment such as upkeep of trees, shrubs, and landscape in the public rights of way. Continued equipment repairs and improvements associated with the Public Works Operations Facility. Additional equipment rented during special projects.
18. **Contract Services:** Engineering study to include monthly billing, lien search process, new connection process, public notice, engineering/planning, finance, CIP development, accounting, ordinances, and operations..



**City of Happy Valley
Fiscal Year 2012 - 2013 Budget**

GENERAL FUND

PARKS DEPARTMENT



City of Happy Valley Fiscal Year 2012 - 2013 Budget

GENERAL FUND Parks

Manager: Chris Randall

STATEMENT OF PURPOSE:

The City annexed into the North Clackamas Parks and Recreation District (NCPRD) as of July 1, 2007 as a result of a voter election. Per the Intergovernmental Agreement (IGA) with NCPRD the City Parks Department provides continued maintenance of the following: Happy Valley City Park, Mt. Scott Creek Trail, Rebstock Park, Happy Valley Wetland Park, Happy Valley Nature Park, City owned open spaces, and City owned trails. The Parks Department also provides O&M of the splash pad, restrooms, playground structures and wooden walking paths.

The IGA with NCPRD expires September 2012. The City will begin renegotiation meetings with NCPRD in January 2012 to determine if the City will continue to provide the park maintenance services.

PROGRAM OBJECTIVES:

- 1) Provide a high level of customer service to the city residence relative to:
 - a) Picnic areas
 - b) Sport fields
 - c) Splash pad
 - d) Boardwalk
 - e) Park equipment
 - f) Playgrounds
- 2) Ensure a clean, safe environment, including friendly park personnel on a daily basis.
- 3) Work with volunteers providing improvements to City Parks and Trail Systems
- 4) Provide general park maintenance at a level established in the Service Agreement with NCPRD.
- 5) Maintenance for sports fields in the City Park at a level established in the Service Agreement with NCPRD.




City of Happy Valley Fiscal Year 2012 - 2013 Budget

- 6) Operate irrigation system to maintain healthy turf and conserve water.
- 7) Conduct documented park inspections once every month during the year.
- 8) Staff support during City sponsored and endorsed park activities.
- 9) Maintain City trail systems at the level established in the Service Agreement with NCPRD.
- 10) Assist where possible with the construction of new trails and trail connections utilizing City and volunteer labor.
- 11) Top dress and fertilize all sports fields spring and fall
- 12) Assist in the planning and construction of new park facilities.
- 13) Promote recycling and sustainability practices.
- 14) Meet quarterly with the Parks Advisory Committee to discuss capital projects.

BUDGET SUMMARY:

Historical Data			Description	Budget For Next Year 2012 - 2013		
Actual		Adopted Budget This Year 11-12		Proposed	Approved	Adopted
Preceding Year 09-10	Preceding Year 10-11					
196,150	97,051	115,920	Personnel Services	129,060	129,060	129,060
94,382	96,879	125,665	Material and Services	137,000	137,000	137,000
290,532	193,930	241,585	Total	266,060	266,060	266,060

**CITY OF HAPPY VALLEY
FY 2012-2013 BUDGET**

GENERAL FUND								
			Adopted			Budget for Fiscal Year 2012-2013		
	Preceding	Preceding	Budget					
	Year 09-10	Year 10-11	Year 11-12	Account No.	EXPENDITURE DESCRIPTION	Proposed	Approved	Adopted
1				001-009-	Parks			
2					Personnel			
3	27,712	-	-	500051	Management	-	-	-
4	98,875	64,741	72,100	500059	Public Works	75,800	75,800	75,800
5	11,858	-	-	500063	Admin/Support	-	-	-
6	796	553	3,000	500100	Overtime	5,000	5,000	5,000
7	10,617	5,235	6,100	504700	Taxes	6,300	6,300	6,300
8	30,871	15,098	25,420	504800	Insurance Benefits	25,260	25,260	25,260
9	15,421	11,424	9,300	505000	Retirement Plan	16,700	16,700	16,700
10								
11	196,150	97,051	115,920		Total Personnel Services	129,060	129,060	129,060
12								
13					Materials and Services			
14	23,062	14,795	20,000	600160	Park Supplies	20,000	20,000	20,000
15	-	925	1,600	600200	Professional Development	3,000	3,000	3,000
16	25,364	33,184	35,000	600400	Utilities	36,000	36,000	36,000
17	17,952	18,229	20,000	601500	Vehicle Operation & Maint.	25,000	25,000	25,000
18	28,004	29,746	36,500	602300	Repairs & Maintenance	38,000	38,000	38,000
19	-	-	12,565	602900	General Operating	15,000	15,000	15,000
20								
21	94,382	96,879	125,665		Total Materials and Services	137,000	137,000	137,000
22								
23	290,532	193,930	241,585		Total Parks	266,060	266,060	266,060



City of Happy Valley Fiscal Year 2012 - 2013 Budget

GENERAL FUND Expenditures, Parks

MATERIALS AND SERVICES:

Line

14. **Park Supplies:** Supplies used in and around City parks, open spaces and trail systems to maintain safe and user-friendly environment. Safety equipment worn by park staff to protect them from possible injury. Examples: Hardhats, safety goggles, gloves and boots.
15. **Professional Development:** Training, travel, and meals related to City business, annual membership dues, professional organization dues, certifications, subscriptions, professional and code books. Training classes and certifications on subjects such as insecticide/herbicide use, safety, first aid, splash pad equipment operation, and general equipment operation. Staff membership in Oregon Recreation and Parks Association, trade journal subscriptions, and dues associated with professional memberships.
16. **Utilities:** Cost of lights, garbage pickup, portable toilets, water, and operation of Splash Pad facility.
17. **Vehicle Operation & Maintenance:** Costs related to gas, supplies and servicing and maintenance of vehicles and equipment operated in relation to Park maintenance and improvements. Equipment included are items such as; the mule (small utility vehicle), backhoe, one ton truck, tractor and mowers. Replacement motors for mowers are included in this line item.
18. **Repairs and Maintenance:** Expenses for cleanup and repair of picnic areas, routine maintenance of restroom facilities, invasive plant control, costs related to vandalism, as well as costs to maintain the sports fields. Cost of operating and maintaining the Splash Pad facility. This includes supplies, chemicals, and power. Additional equipment rental during special projects.
19. **General Operating:** Allocation of a portion of items associated with the general operation of the City such as office supplies, janitorial, legal, IT services, postage, etc.




**City of Happy Valley
Fiscal Year 2012 - 2013 Budget**

GENERAL FUND

**TRANSFERS
CONTINGENCY
TOTAL REQUIREMENTS**

**CITY OF HAPPY VALLEY
FY 2012-2013 BUDGET**

GENERAL FUND									
			Adopted				Budget for Fiscal Year 2012-2013		
	Preceding	Preceding	Budget						
	Year 09-10	Year 10-11	Year 11-12	Account No.	EXPENDITURE DESCRIPTION	Proposed	Approved	Adopted	
1				001-030-	Transfers				
2	125,503	21,440	-	800003	Transfers	-	-	-	
3	-	60,000	60,000	800123	To Reserve for Pension Fund	60,000	60,000	60,000	
4	-	-	-	800124	To Reserve for Gen Op Fund	1,000,000	1,000,000	1,000,000	
5	167,000	95,024	-	800126	To Reserve for Replacement Fund	171,800	171,800	171,800	
6	376,956	374,413	380,000	800127	To Debt Service Fund	381,000	381,000	381,000	
7									
8	669,459	550,877	440,000		Total Transfers	1,612,800	1,612,800	1,612,800	
9									
10				001-030-	Contingency				
11	-	-	1,613,066	880000	Contingency	1,215,475	1,215,475	1,215,475	
12									
13	4,123,775	3,971,191	5,785,983		Total Requirements	7,054,045	7,054,045	7,054,045	



City of Happy Valley Fiscal Year 2012 - 2013 Budget

GENERAL FUND Transfers, Contingency

Manager: Barbara Muller

Transfers:

Line

2. **Transfers:** Transfers to other funds not specified in other line items.
3. **Reserve for Pension Fund:** Reserve to mitigate increase in PERS employer rates.
4. **Reserve for General Operations Fund:** Reserve to mitigate effect of cyclical nature of development and building revenues.
5. **Reserve for Replacement Fund:** Reserve for the purchase of items per the replacement schedules.
6. **Reserve for Debt Service Fund:** Transfer to pay principal and interest on outstanding bond issuance.

Other:

11. **Contingency:** An amount set aside to meet unforeseen circumstances. Contingency funds may only be transferred to Personnel Services, Materials and Services, and Transfers by resolutions approved by City Council. This budget has 21% in Contingency for the General Fund.



**City of Happy Valley
Fiscal Year 2012 - 2013 Budget**

STREET MAINTENANCE FUND



City of Happy Valley

Fiscal Year 2012 - 2013 Budget

STREET MAINTENANCE FUND

Manager: Chris Randall

- The Street Maintenance Fund accounts for the maintenance of streets and rights of way in the City.
- The majority of revenue is from the City's share of the State Highway Trust Fund from a per-gallon gasoline tax and state vehicle registration fees. State Highway Trust Fund dollars must be used for road related purposes according to Section 3, Article IX, of the Oregon Constitution.
 - The majority of State Highway Trust Fund revenues are divided between the state, counties, and cities, after the cost of collection and administration are subtracted. The 2009 Transportation Package (HB2001) passed in 2009 provided a six-cent increase in state gas tax and was fully implemented January 1, 2011; increases in vehicle title and registration fees; and weight-mile fees paid by truckers. This increase is reflected in the estimated revenues.
- A new revenue source beginning this fiscal year is Intergovernmental based on agreements with neighboring jurisdictions for street sweeping and public works type projects.
- Also included in revenue is interest earned on the level of fund balance.
- Expenditures are directly related to street operation, maintenance, preservation, signage, reconstruction, overlays, thin lift overlays, slurry seals, and crack seals.

BUDGET SUMMARY:

Historical Data			Department	Budget For Next Year 2012 - 2013		
Actual		Adopted Budget This Year 11-12		Proposed	Approved	Adopted
Preceding Year 09-10	Preceding Year 10-11					
246,901	162,052	341,505	Personnel Services	442,260	442,260	442,260
123,127	90,213	175,990	Material and Services	207,000	207,000	207,000
187,318	26,345	388,837	Capital Outlay	495,546	495,546	495,546
43,000	154,208	157,668	Transfers	173,144	173,144	173,144
600,346	432,818	1,064,000	Total	1,317,950	1,317,950	1,317,950



City of Happy Valley Fiscal Year 2012 - 2013 Budget

STREET MAINTENANCE FUND

STATEMENT OF PURPOSE:

The Street Maintenance Fund provides operation, maintenance, and preservation of all paved roads and streets within the City. Maintenance activities include but are not limited to pothole patching, street reconstruction, thin lift overlays, seal coating, crack sealing, street sweeping, sign replacement, fog and centerline striping, median maintenance, debris pickup and removal, and hazardous spill cleanup. All maintenance activities are coordinated with other agencies such as Water Environment Services (WES) of Clackamas County, Clackamas County Department of Transportation and Development, and the Oregon Department of Transportation. This combined effort activities listed above improve the quality of life for the citizens of the City.

PROGRAM OBJECTIVES:

Provide City citizens a high level of customer service related to the following.

1. Operations, maintenance and preservation of city streets.
 - a. Coordination of surface water issues with Water Environmental Services.
 - b. Installation and maintenance of signage.
 - c. Installation and maintenance of traffic striping.
 - d. Street sweeping.
 - e. Debris pickup and hazardous spill removal coordination.
 - f. Inclement weather services including: snow removal and sanding icy roads.
2. Meet and exceed when possible the street maintenance index.
3. Utilize best management practices (BMP) on all street reconstruction projects, when project scope allows.
4. Consider the use of all applicable street maintenance practices to include one inch thin lift overlays when applicable.
5. Promote and pursue the use of the Pedestrian Master Plan.
6. Update as needed our street standard construction details to address changing needs.
7. Promote recycling and sustainability practices.
8. Work with the Engineering Department related to the following
 - a. Inspections
 - b. Public Rights-of-ways
 - c. Street maintenance and preservation
 - d. BMP reviews
 - e. Street design and reconstruction
 - f. Training and continued education related to street maintenance practices
 - g.

**CITY OF HAPPY VALLEY
FY 2012-2013 BUDGET**



STREET FUND			Adopted			Budget for Fiscal Year 2012-2013		
	Preceding	Preceding	Budget					
	Year 09-10	Year 10-11	Year 11-12	Account No.	RESOURCES	Proposed	Approved	Adopted
1				002-000-				
2	386,212	266,535	390,000	401000	Beginning Fund Balance	460,600	460,600	460,600
3	475,910	602,531	669,000	413100	State Shared Revenues	800,000	800,000	800,000
4	-	-	-	419100	Intergovernmental	55,350	55,350	55,350
5	4,759	5,591	5,000	440000	Misc Revenue	2,000	2,000	2,000
6								
7	866,881	874,657	1,064,000		Total Resources	1,317,950	1,317,950	1,317,950



City of Happy Valley Fiscal Year 2012 - 2013 Budget

STREET MAINTENANCE FUND *Resources*

Line

2. **Beginning Fund Balance:** Funds available but not spent during the previous fiscal year.
3. **State Shared Revenue:** The City's share of the apportionment of Highway Fund revenue (includes Motor Vehicle Fuel Tax Fees, Motor Carrier Fees, DMV Registration Fees, and Road Use Assessment Fees). These funds are distributed under ORS 366.524 and 366.800.
4. **Intergovernmental Revenue:** Revenue from other municipalities or governmental agencies. Payment for street sweeping services and public works projects provided to other jurisdictions,
5. **Misc, Admin, Donations:** Includes but not limited to: unanticipated income and interest income from cash is invested in the Local Government Investment Pool and in other investments.

CITY OF HAPPY VALLEY
FY 2012-2013 BUDGET



STREET FUND				Budget for Fiscal Year 2012-2013				
	Preceding	Preceding	Adopted					
	Year 09-10	Year 10-11	Budget	Account No.	EXPENDITURE DESCRIPTION	Proposed	Approved	Adopted
1				002-431-	Personnel			
2	163,820	103,177	184,900	500059	Public Works	234,900	234,900	234,900
3	630	256	6,000	500100	Overtime	5,000	5,000	5,000
4	12,240	8,084	15,500	504700	Taxes	19,600	19,600	19,600
5	41,194	32,000	94,505	504800	Insurance Benefits	131,260	131,260	131,260
6	29,017	18,535	40,600	505000	Retirement Plan	51,500	51,500	51,500
7	246,901	162,052	341,505		Total Personnel Services	442,260	442,260	442,260
8								
9					Materials and Services			
10	18,692	2,676	6,000	600100	Supplies	7,000	7,000	7,000
11	720	21,866	2,200	600200	Professional Development	5,000	5,000	5,000
12	10,778	12,358	11,525	600400	Utilities	10,000	10,000	10,000
13	15,930	16,406	21,400	601500	Vehicle Operation & Maint.	25,000	25,000	25,000
14	50,166	36,875	110,300	602300	Repairs and Maintenance	120,000	120,000	120,000
15	-	-	12,565	602900	General Operating	15,000	15,000	15,000
16	26,841	32	12,000	603950	Contract Services	25,000	25,000	25,000
17	123,127	90,213	175,990		Total Materials and Services	207,000	207,000	207,000
18								
19					Capital Outlay			
20	187,318	26,345	388,837	700211	Street Reconstruction	495,546	495,546	495,546
21	187,318	26,345	388,837		Total Capital Outlay	495,546	495,546	495,546
22								
23					Transfers			
24	-	69,208	72,668	800101	To General Fund	88,144	88,144	88,144
25	43,000	85,000	85,000	800126	To Reserve for Replacement Fund	85,000	85,000	85,000
26	43,000	154,208	157,668		Total Transfers	173,144	173,144	173,144
27								
28	600,346	432,818	1,064,000		Total Requirements	1,317,950	1,317,950	1,317,950



City of Happy Valley Fiscal Year 2012 - 2013 Budget

STREET MAINTENANCE FUND *Expenditures*

MATERIALS AND SERVICES:

Line

10. **Supplies:** Safety equipment worn by Public works staff to protect them from possible injury. Examples: Hardhats, safety goggles, gloves and boots.
11. **Professional Development:** Training, travel, and meals related to City business, annual membership dues, professional organization dues, certifications, subscriptions, professional and code books. Cost of travel, meals and lodging while attending training and meetings. Costs for the attendance of street construction/inspection and/or maintenance seminars and training materials. Memberships associated with street repair and maintenance and subscriptions to trade journals.
12. **Utilities:** Share of cost of utilities for Public Works Shop. Equipment to control vehicle speeds and routes, i.e., lights, speed humps, barricades, and school zone indicators. Also includes Street Lighting District expense.
13. **Vehicle Operation & Maintenance:** Cost share for operation of vehicles including; tractor, backhoe, street sweeper, large and mid-size dump trucks and attachments for work on public streets.
14. **Repairs and Maintenance:** Maintenance and repairs of non-vehicular equipment such as upkeep of trees, shrubs, and landscape in the public rights of way. Street name, warning, notification signage, and striping located within the public rights of way. Street sweeping recycling and disposal. Continued equipment repairs and improvements associated with the Public Works Operations Facility. Materials for minor or emergency street repairs such as crushed rock, cold patch, and sealers. Costs due to severe or inclement weather where snow or ice create driving hazards. Cost of debris removal caused by severe wind or rain events. Expenditures related to any emergency events that cause damage to publicly owned infrastructure. Additional equipment rental during special projects or emergency situations.
15. **General Operating:** Allocation of a portion of items associated with the general operation of the City such as office supplies, janitorial, legal, IT services, postage, etc.
16. **Contract Services:** Cost of using outside organizations or companies for the routine maintenance of streets, such as crack sealing, tree maintenance, and street sweeping. Utilization of traffic and civil engineering consulting services as required for street improvements projects.



City of Happy Valley Fiscal Year 2012 - 2013 Budget

STREET MAINTENANCE FUND *Expenditures*

CAPITAL OUTLAY

Line

20. **Street Reconstruction (Pavement Management Rehabilitation and Preventative Maintenance):** Roadway improvements including roadbeds, overlays, sealcoats and other related improvements to assure the preservation of the roadway system and prevent deterioration to a worse condition category. Additional costs are associated with the replacement of streets and roads that have suffered deteriorations rates of 80% or more.

Projects for the current year include a one inch thin lift overlay on 132nd Avenue and trench restoration on King Road and Mount Scott Boulevard.

TRANSFERS OUT:

24. **To General Fund:** Amount to cover the overhead costs associated with personnel used by the Street Maintenance Fund but expended in the General Fund.
25. **To Reserve for Replacement Fund:** Transfer to accumulate funds for purchases per the Reserve for Replacement list.



**City of Happy Valley
Fiscal Year 2012 - 2013 Budget**

SYSTEMS DEVELOPMENT CHARGES FUND



City of Happy Valley Fiscal Year 2012 - 2013 Budget

SYSTEMS DEVELOPMENT CHARGES FUND

Manager: Michael Walter / Chris Randall

ORS 223.297 to 223.314 provides a uniform framework for the imposition of systems development charges (SDC) by governmental units and established that these charges may only be used for capital improvements.

ORS223.307 sets authorized expenditure of system development charges. Stating improvement fees may be spent only on capacity increasing capital improvements, including expenditures relating to repayment of debt for such improvement. An increase in system capacity may be established if improvement increases level of performance or service provided by existing facilities or provides new facilities.

ORS 223.311 requires systems development charges be deposited into accounts designated for such monies and an annual accounting of these funds is to be made.

Revenue consists of Storm Drainage systems development charges as per the City's adopted capital improvement plan and interest allocated on the fund balance.

Expenditures are discussed below.

Storm Drainage SDCs

- The Storm Drainage SDCs will be used to complete Capital Storm Drain Projects as identified in the City's Storm Drain Master Plan. Projects are planned within the City's major drainage ways and are focused on watershed protection/enhancement activities.

Transportation SDCs

- All transportation SDCs collected after January 2002 would be transferred to Clackamas County per the joint Transportation SDC agreement. The intergovernmental agreement (IGA) states Clackamas County would be the administrator and provide an accounting for the Joint Transportation SDC funds.
- The City retained transportation SDC money collected prior to January 2002. Those remaining funds are used on a list of capital projects identified in Resolution 91-04, 04-02, and updated in Resolution 12-06.



City of Happy Valley

Fiscal Year 2012 - 2013 Budget

SYSTEMS DEVELOPMENT CHARGES FUND


Park SDCs

- June 2006 the City annexed into the North Clackamas Parks and Recreation District (NCPRD). Park SDCs collected after July 1, 2006 are transferred to NCPRD for Capital Projects. NCPRD is the administrator and is responsible to provide an accounting of the Parks SDC funds.
- The City retained any Park SDC funds collected prior to July 1, 2006. Those funds are used on a prioritized list of capital projects approved by City Council in May 4, 2010.

BUDGET SUMMARY:

Historical Data			Department	Budget For Next Year 2012 - 2013		
Actual		Adopted Budget This Year 11-12		Proposed	Approved	Adopted
Preceding Year 09-10	Preceding Year 10-11					
24,400	181,616	1,129,372	Capital Outlay	1,078,000	1,078,000	1,078,000
24,400	181,616	1,129,372	Total	1,078,000	1,078,000	1,078,000

**CITY OF HAPPY VALLEY
FY 2012-2013 BUDGET**

SDC FUND								
			Adopted			Budget for Fiscal Year 2012-2013		
	Preceding	Preceding	Budget					
	Year 09-10	Year 10-11	Year 11-12	Account No.	RESOURCES	Proposed	Approved	Adopted
1				005-000-				
2	1,310,143	1,355,701	1,100,000	401000	Beginning Fund Balance	1,050,000	1,050,000	1,050,000
3	21,376	3,163	5,000	403000	Misc Revenue	4,000	4,000	4,000
4					System Development Fees:			
5	32,052	-	-	404003	SDC - Parks	-	-	-
6	16,529	29,579	24,372	404002	SDC - Storm Drainage	24,000	24,000	24,000
7								
8	1,380,100	1,388,443	1,129,372		Total Resources	1,078,000	1,078,000	1,078,000



City of Happy Valley Fiscal Year 2012 - 2013 Budget

SYSTEMS DEVELOPMENT CHARGES FUND *Resources*


Line

2. **Beginning Fund Balance:** Funds available but not spent during the previous fiscal year.
3. **Misc Revenue:** The City's cash is invested in the Local Government Investment Pool and in other investments.

System Development Fees (SDC)

5. **SDC – Parks:** Revenues collected to fund Park improvements or maintenance.
6. **SDC – Storm Drainage:** System development charges collected on building permits or on subdivisions to fund the City's capital improvement plan for storm drainage.

**CITY OF HAPPY VALLEY
FY 2012-2013 BUDGET**

SDC FUND								
			Adopted			Budget for Fiscal Year 2012-2013		
	Preceding	Preceding	Budget					
	Year 09-10	Year 10-11	Year 11-12	Account No.	EXPENDITURE DESCRIPTION	Proposed	Approved	Adopted
1				005-440-				
2					Capital Outlay			
3	20,000	6,785	160,153	701100	SDC Projects - Transportation	146,800	146,800	146,800
4	1,900	22,218	585,959	701200	SDC Projects - Storm Drainage	487,900	487,900	487,900
5	2,500	152,613	383,260	701300	SDC Projects - Parks	443,300	443,300	443,300
6								
7	24,400	181,616	1,129,372		Total Capital Outlay	1,078,000	1,078,000	1,078,000
8								
9	24,400	181,616	1,129,372		Total Requirements	1,078,000	1,078,000	1,078,000



City of Happy Valley Fiscal Year 2012 - 2013 Budget

SYSTEMS DEVELOPMENT CHARGES FUND *Expenditures*

CAPITAL OUTLAY:

Line

3. **Planned projects for Transportation**

City Road projects on the intermediate and long term capital improvement plan list.

- Entry monument at Sunnyside and 122nd

4. **Planned projects for Storm Drainage**

Typical projects include the removal of existing roadside drainage ways with the installation of underground drainage systems including inlets and manhole structures.

- Storm Drain Master Plan update
- Storm Drain system construction in undeveloped storm drain system areas
- Partnerships with outside agencies associated with capital storm drain projects within Clackamas County Service District #1
- 145th storm drain installation from Happy Valley Wetland Park to the King Road intersection

5. **Planned projects for Parks**

Projects will be in Happy Valley Park

- Capital projects as prioritized by the Parks Advisory Committee and City Council



City of Happy Valley
Fiscal Year 2012 - 2013 Budget

PEDESTRIAN IMPROVEMENT PROJECTS FUND



City of Happy Valley

Fiscal Year 2012 - 2013 Budget

PEDESTRIAN IMPROVEMENT PROJECTS FUND

Manager: Michael Walter / Chris Randall

- Revenue is from collections from other entities or transfers from the General Fund for road construction or maintenance. Beginning in 2004-05, revenue also includes the 1.5% privilege tax collected by Portland General Electric reserved for construction of bicycle and pedestrian pathways.
- Expenditures in this fund are planned bicycle and pedestrian pathways and other pedestrian improvements.
- The City was awarded a Safe Routes to School Grant in the amount of \$481,000. The grant required a \$350,000 match by the City where \$200,000 was expended out of this fund and \$150,000 was expended out of the Storm portion of the SDC Fund. The project was administered by ODOT and although the \$481,000 was not receipted into the operating budget the City will receive the benefit of the project.
 - The grant will provide for the construction of improvements including sidewalks and bike paths on a portion of 145th Ave and King Road. The grant funded site preparation and staging; roadway work (excavation, fill, base construction, etc.); other construction (street lighting, utility work, etc.); public right-of-way acquisition; preliminary engineering; and, construction engineering.
- The City continues to apply for grants and if received, the resources in this fund are used as the City's matching portion.

BUDGET SUMMARY:

Historical Data			Department	Budget For Next Year 2012 - 2013		
Actual		Adopted Budget		Proposed	Approved	Adopted
Preceding Year 09-10	Preceding Year 10-11	This Year 11-12				
32,665		-	Personnel Services	-	-	-
4,000		10,700	Material and Services	12,000	12,000	12,000
-	30,240	621,689	Capital Outlay	483,272	483,272	483,272
-	12,981	13,630	Transfers	41,728	41,728	41,728
36,665	43,221	646,019	Total	537,000	537,000	537,000




City of Happy Valley Fiscal Year 2012 - 2013 Budget

PEDESTRIAN IMPROVEMENT PROJECTS FUND *Resources*

Line

2. **Beginning Fund Balance:** Funds available but not spent during the previous fiscal year.
3. **Misc Revenue:** Interest earned on cash invested in the Local Government Investment Pool and other investments.
4. **Privilege Tax:** 1.5% Privilege Tax collected for the construction of sidewalks.

**CITY OF HAPPY VALLEY
FY 2012-2013 BUDGET**

PEDESTRIAN IMPROVEMENT PROJECTS FUND						Budget for Fiscal Year 2012-2013		
Preceding Year 09-10	Preceding Year 10-11	Adopted Budget Year 11-12	Account No.	RESOURCES		Proposed	Approved	Adopted
1			021-000-					
2	567,473	639,372	537,019	401000	Beginning Fund Balance	430,000	430,000	430,000
3	8,314	894	9,000	403000	Misc Revenue	2,000	2,000	2,000
4	100,250	99,992	100,000	410000	Privilege Tax	105,000	105,000	105,000
5								
6	676,037	740,258	646,019		Total Resources	537,000	537,000	537,000



City of Happy Valley Fiscal Year 2012 - 2013 Budget

PEDESTRIAN IMPROVEMENT PROJECTS FUND *Expenditures*

MATERIALS AND SERVICES:

Line

8. **Contract Engineering:** Transportation engineering and planning.

CAPITAL OUTLAY:


12. **Bicycle and Pedestrian Pathways:** Construction of bicycle and pedestrian pathways.

13. **Grant Match:** Payment Grant award match.

TRANSFERS:

18. **Transfer to General Fund:** Transfer to cover overhead costs associated with personnel used by the Pedestrian Improvement Projects Fund but expended in the General Fund.

CITY OF HAPPY VALLEY
FY 2012-2013 BUDGET

PEDESTRIAN IMPROVEMENT PROJECTS FUND						Budget for Fiscal Year 2012-2013		
Preceding Year 09-10	Preceding Year 10-11	Adopted Budget Year 11-12	Account No.	EXPENDITURE DESCRIPTION		Proposed	Approved	Adopted
1			021-008-					
2					Personnel			
3	20,702	-	-	500051	Wages	-	-	-
4	11,963	-	-	504700	Benefits	-	-	-
5	32,665	-	-		Total Personnel Services	-	-	-
6								
7					Materials and Services			
8	4,000	-	10,700	603700	Contract Engineering	12,000	12,000	12,000
9								
10	4,000	-	10,700		Total Materials and Services	12,000	12,000	12,000
11								
12					Capital Outlay			
12	-	30,240	421,689	700227	Bicycle & Ped Pathways	483,272	483,272	483,272
13	-	-	200,000	700228	ODOT Grant match	-	-	-
14								
15	-	30,240	621,689		Total Capital Outlay	483,272	483,272	483,272
16								
17					Transfers			
18	-	12,981	13,630	800101	To General Fund	41,728	41,728	41,728
19								
20	-	12,981	13,630		Total Transfers	41,728	41,728	41,728
21								
22	36,665	43,221	646,019		Total Requirements	537,000	537,000	537,000



**City of Happy Valley
Fiscal Year 2012 - 2013 Budget**

PUBLIC SAFETY FUND



City of Happy Valley

Fiscal Year 2012 - 2013 Budget

PUBLIC SAFETY FUND

Manager: Steve Campbell


The purpose of the Public Safety Fund is to provide public safety services to citizens at the level promised when the Local Option Levy was passed by the voters of the City.

- This fund accounts for tax dollars collected for contract law enforcement services which include around the clock services by sworn officers dedicated to the City, a full time sergeant as a field supervisor, Happy Valley identification on police cars, as well as local control, supervision and administration of the services provided.
- Revenue consists of Local Option Levy property tax collections and interest allocated based on any reserves.
- Expenditures in this fund are for public safety services, administration, equipment and facilities costs.

BUDGET SUMMARY:

Historical Data			Department	Budget For Next Year 2012 - 2013		
Actual		Adopted		Proposed	Approved	Adopted
Preceding Year 09-10	Preceding Year 10-11	Budget This Year 11-12				
124,472	24,365	32,800	Personnel Services	-	-	
2,139,473	2,166,835	2,335,557	Material and Services	2,396,200	2,396,200	
-	239,271	276,235	Transfers	227,498	227,498	
-	-	940,658	Contingency	701,302	701,302	
2,263,945	2,430,471	3,585,250	Total	3,325,000	3,325,000	

**CITY OF HAPPY VALLEY
FY 2012-2013 BUDGET**

PUBLIC SAFETY								
			Adopted			Budget for Fiscal Year 2012-2013		
	Preceding	Preceding	Budget					
	Year 09-10	Year 10-11	Year 11-12	Account No.	RESOURCES	Proposed	Approved	Adopted
1				022-000-				
2	1,682,291	1,577,636	1,275,000	401000	Beginning Fund Balance	1,000,000	1,000,000	1,000,000
3	2,133,820	2,198,041	2,265,250	402100	Property Taxes	2,300,000	2,300,000	2,300,000
4	25,469	65,846	45,000	440000	Misc Revenue	25,000	25,000	25,000
5								
6	3,841,580	3,841,523	3,585,250		Total Resources	3,325,000	3,325,000	3,325,000




City of Happy Valley Fiscal Year 2012 - 2013 Budget

PUBLIC SAFETY FUND *Resources*

Line

2. **Beginning Fund Balance:** Funds available but not spent during the previous fiscal year.
3. **Property Taxes:** The voters passed a local option tax levy allowing the City to levy \$1.38 per thousand of assessed valuation for a period of four years to fund full time police protection within the City limits. Funds are receipted in the Public Safety Fund for a clear accounting to the voters. Includes taxes levied in prior years but collected in the current year.
4. **Misc Revenue:** Includes but not limited to: unanticipated income, interest income from cash invested in the Local Government Investment Pool and other investments and the result of the reconciliation process between the City and Clackamas County regarding the actual services provided compared to the services outlined in the contract. The process happens annually in September.

**CITY OF HAPPY VALLEY
FY 2012-2013 BUDGET**

PUBLIC SAFETY								
			Adopted			Budget for Fiscal Year 2012-2013		
	Preceding	Preceding	Budget	Account No.		EXPENDITURE DESCRIPTION	Proposed	Approved
	Year 09-10	Year 10-11	Year 11-12					
1				022-004-	Personnel Services			
2	82,829	18,814	20,700	500063	Staff	-	-	-
3	3,220	-	5,000	500100	Overtime	-	-	-
4	6,446	1,380	1,800	504700	Taxes	-	-	-
5	19,617	802	700	504800	Insurance Benefits	-	-	-
6	12,360	3,369	4,600	505000	Retirement Plan	-	-	-
7	124,472	24,365	32,800		Total Personnel Services	-	-	-
8								
9					Materials and Services			
10	36,300	26,738	13,200	600100	Office Supplies	5,000	5,000	5,000
11	16,005	6,521	10,000	600200	Professional Development	12,000	12,000	12,000
12	12,572	11,140	15,000	600400	Utilities	16,000	16,000	16,000
13	164	1,374	2,500	601500	Vehicle Operation & Maint.	2,700	2,700	2,700
14	9,965	7,857	12,500	602300	Repairs & Maintenance	20,000	20,000	20,000
15	15,438	14,289	15,000	602750	Public Outreach	15,000	15,000	15,000
16	10,272	-	5,000	603100	Legal	7,500	7,500	7,500
17	7,651	13,779	15,000	603950	Contract Services	18,000	18,000	18,000
18	2,031,106	2,085,138	2,247,357	604900	Police Contract - IGA	2,300,000	2,300,000	2,300,000
19	2,139,473	2,166,836	2,335,557		Total Materials and Services	2,396,200	2,396,200	2,396,200
20								
21					Transfers			
22	-	239,271	251,235	800101	To General Fund	216,398	216,398	216,398
23	-	-	25,000	800126	To Reserve for Replacement	11,100	11,100	11,100
24	-	239,271	276,235		Total Transfers	227,498	227,498	227,498
25								
26	-	-	940,658	880000	Contingency	701,302	701,302	701,302
27								
28	2,263,945	2,430,472	3,585,250		Total Requirements	3,325,000	3,325,000	3,325,000



City of Happy Valley Fiscal Year 2012 - 2013 Budget

PUBLIC SAFETY FUND *Expenditures*

MATERIALS AND SERVICES:

Line

10. **Office Supplies:** Office supplies needed for the various functions included in this department.
11. **Professional Development:** Training, travel, and meals related to City business, annual membership dues to professional organization, certifications, subscriptions, and books for staff. Training in code enforcement, emergency services, animal control, and any of the various services provided by the department.
12. **Utilities:** Costs for utilities at facility provided for Sheriff Personnel.
13. **Vehicle Operation & Maintenance:** Costs related to vehicle operation and maintenance of Clackamas County Sheriff vehicles.
14. **Repairs & Maintenance:** Costs associated with the upkeep of the facility used by Sheriff Personnel. Costs for unexpected and unanticipated events which are beyond the scope of the current contract.
15. **Public Outreach:** Costs for Community Services officers, uniforms badges, nametags, and other required clothing. Also includes costs for portion of newsletter.
16. **Legal:** Costs associated with municipal court prosecutor and any other legal costs.
17. **Contract Services:** Costs for contract services providing public safety in the City not covered in the inter-agency agreement with Clackamas County. Maintenance costs for e-ticketing software.
18. **Police Contract - IGA:** Contract with Clackamas County Sheriff for full time police protection.

TRANSFERS:

22. **To General Fund:** Transfer to cover overhead costs associated with personnel used by the Public Safety Fund.
23. **To Reserve for Replacement Fund:** Transfer to accumulate funds for purchases per the Reserve for Replacement list.

OTHER:

26. **Contingency:** Amount set aside to meet unforeseen circumstances. Contingency funds may only be transferred to Personnel Services, Materials and Services, and Transfers by resolutions approved by City Council. This budget has 27% in Contingency for the Public Safety Fund.



**City of Happy Valley
Fiscal Year 2012 - 2013 Budget**

RESERVE FOR PENSION FUND



City of Happy Valley

Fiscal Year 2012 - 2013 Budget

RESERVE FOR PENSION FUND

Manager: Barbara Muller

- This reserve fund was created to set aside funds to offset the volatility of the Public Employees Retirement System (PERS) employer rates charged to the City. Due to the economic downturn the PERS unfunded liability has grown and will impact rates charged. Under current statute there is a 6% rate increase if the Oregon Public Employee Retirement Fund (OPERF) is less than 80% funded. The City's current rate will be in affect this budget year. The bi-annual employer contribution rate for 2013-15 will be determined by the status of the PERS fund at December 2011.
- The City's bi-annual employer contribution rates for 2011-13 increased 5.12% from 9.61% to 14.73% for PERS and 2.17% from 8.94% to 11.11% for OPSRP employees from the preceding bi-annual rates. Those rates are reflected in this budget.
- Revenue for this fund is a transfer from the General Fund for future pension liability.
- Expenditures in this fund will be used to offset the increase in the City's PERS employer rates in future years.
- The fund will be reviewed to determine whether it will be continued or abolished each year.
 - When it is determined it is no longer necessary to maintain this reserve fund
 - any unexpended balance in the fund will be transferred to another fund
 - any unexpended balance is not required to be held for subsequent expenditure for the purposes for which this fund was established.

BUDGET SUMMARY:

Historical Data			Description	Budget For Next Year 2012 - 2013		
Actual		Adopted Budget		Proposed	Approved	Adopted
Preceding Year 09-10	Preceding Year 10-11	This Year 11-12				
-	-	120,000	Contingency	180,000	180,000	180,000
-	-	120,000	Total	180,000	180,000	180,000




City of Happy Valley Fiscal Year 2012 - 2013 Budget

RESERVE FOR PENSION FUND *Resources*

Line

2. **Beginning Fund Balance:** Funds available but not spent during the previous fiscal year.
3. **Transfer from General Fund:** Transfer from the General Fund.

**CITY OF HAPPY VALLEY
FY 2012-2013 BUDGET**

RESERVE FOR PENSION FUND							Reviewed	5/7/2012
	Preceding	Preceding	Adopted			Budget for Fiscal Year 2012-2013		
	Year 09-10	Year 10-11	Budget	Account No.	RESOURCES	Proposed	Approved	Adopted
1				023-000-				
2	-	-	60,000	401000	Beginning Fund Balance	120,000	120,000	120,000
3	-	60,000	60,000	490030	Transfer from General Fund	60,000	60,000	60,000
4								
5	-	60,000	120,000		Total Resources	180,000	180,000	180,000




**City of Happy Valley
Fiscal Year 2012 - 2013 Budget**

**RESERVE FOR PENSION FUND
*Expenditures***

OTHER:

- 4. Contingency:** Amount set aside to meet unforeseen circumstances.

**CITY OF HAPPY VALLEY
FY 2012-2013 BUDGET**

RESERVE FOR PENSION FUND								
			Adopted			Budget for Fiscal Year 2012-2013		
	Preceding	Preceding	Budget					
	Year 09-10	Year 10-11	Year 11-12	Account No.	EXPENDITURE DESCRIPTION	Proposed	Approved	Adopted
1				023-002-				
2								
3					Contingency			
4	-	-	120,000	880000	Contingency	180,000	180,000	180,000
5								
6	-	-	120,000		Total Contingency	180,000	180,000	180,000
7								
8	-	-	120,000		Total Requirements	180,000	180,000	180,000



**City of Happy Valley
Fiscal Year 2012 - 2013 Budget**

RESERVE FOR GENERAL OPERATIONS FUND



City of Happy Valley Fiscal Year 2012 - 2013 Budget

RESERVE FOR GENERAL OPERATIONS FUND


Manager: Barbara Muller

- This reserve fund was created to hold moneys to be accumulated and expended to offset the cyclical nature of resources used to provide the general operations of the City. The most recent economic downturn highlighted the cyclical nature of revenues in the General Fund and the impact that has on the ability to provide the general operations of the City.
- Revenue for this fund is a transfer from the General Fund for future general operations expenditures.
- Expenditures in this fund will be used to offset the effects of the cyclical nature of revenue generation in the General Fund in future years.
- The fund will be reviewed to determine whether it will be continued or abolished each year.
 - When it is determined it is no longer necessary to maintain this reserve fund
 - any unexpended balance in the fund will be transferred to another fund
 - any unexpended balance is not required to be held for subsequent expenditure for the purposes for which this fund was established.

BUDGET SUMMARY:

Historical Data			Description	Budget For Next Year 2012 - 2013		
Actual		Adopted		Proposed	Approved	Adopted
Preceding Year 09-10	Preceding Year 10-11	Budget This Year 11-12				
-	-	-	Reserved for Future Expenditures	1,000,000	1,000,000	1,000,000
-	-	-	Total	1,000,000	1,000,000	1,000,000

**CITY OF HAPPY VALLEY
FY 2012-2013 BUDGET**

RESERVE FOR GENERAL OPERATIONS FUND							Reviewed	5/7/2012
	Preceding	Preceding	Adopted			Budget for Fiscal Year 2012-2013		
	Year 09-10	Year 10-11	Budget	Account No.	RESOURCES	Proposed	Approved	Adopted
1				024-000-				
2								
3	-	-	-	490024	Transfer from General Fund	1,000,000	1,000,000	1,000,000
4								
5	-	-	-		Total Resources	1,000,000	1,000,000	1,000,000




**City of Happy Valley
Fiscal Year 2012 - 2013 Budget**

**RESERVE FOR GENERAL OPERATIONS FUND
*Resources***

Line

3. **Transfer from General Fund:** Transfer from the General Fund.

**CITY OF HAPPY VALLEY
FY 2012-2013 BUDGET**

RESERVE FOR GENERAL OPERATIONS FUND						Budget for Fiscal Year 2012-2013		
	Preceding Year 09-10	Preceding Year 10-11	Adopted Budget Year 11-12	Account No.		EXPENDITURE DESCRIPTION	Proposed	Approved
1				024-002-				
2								
3	-	-	-		Reserved for Future Expenditures	1,000,000	1,000,000	1,000,000
4								
5								
6	-	-	-		Total Reserved for Future Expenditures	1,000,000	1,000,000	1,000,000



City of Happy Valley
Fiscal Year 2012 - 2013 Budget

RESERVE FOR GENERAL OPERATIONS FUND
Expenditures

OTHER:

- 3. Reserved for Future Expenditures:** Amount set aside to meet unforeseen circumstances.



**City of Happy Valley
Fiscal Year 2012 - 2013 Budget**

RESERVE FOR REPLACEMENT FUND



City of Happy Valley

Fiscal Year 2012 - 2013 Budget

RESERVE FOR REPLACEMENT FUND


Manager: Barbara Muller

- Created to accumulate funds for replacement of vehicles, heavy equipment, and equipment per the replacement schedules
- Revenue in this fund is transferred from the General Fund, Street Maintenance Fund, and the Public Safety Fund.
- Expenditures in this fund are for items listed on the replacement schedules. The schedules are reviewed periodically throughout the year and annually for the budget process. The assumptions used to create the schedules are reviewed for validity and changed if required.
- The fund will be reviewed to determine whether it will be continued or abolished each year.
 - When it is determined it is no longer necessary to maintain this reserve fund
 - any unexpended balance in the fund will be transferred to another fund
 - any unexpended balance is not required to be held for subsequent expenditure for the purposes for which this fund was established.

BUDGET SUMMARY:

Historical Data			Description	Budget For Next Year 2012 - 2013		
Actual		Adopted Budget This Year 11-12		Proposed	Approved	Adopted
Preceding Year 09-10	Preceding Year 10-11					
14,340	15,750	50,400	Materials and Services	165,000	165,000	165,000
174,721	83,504	36,000	Capital Outlay	400,000	400,000	400,000
-	-	673,600	Contingency	328,900	328,900	328,900
189,061	99,254	760,000	Total	893,900	893,900	893,900

CITY OF HAPPY VALLEY
FY 2012-2013 BUDGET

RESERVE FOR REPLACEMENT FUND							Reviewed	5/7/2012
	Preceding Year 09-10	Preceding Year 10-11	Adopted Budget Year 11-12	Account No.		Budget for Fiscal Year 2012-2013		
					RESOURCES	Proposed	Approved	Adopted
1				026-000-				
2	546,582	567,521	650,000		Beginning Fund Balance	626,000	626,000	626,000
3	210,000	180,024	110,000	490030	Transfers In	267,900	267,900	267,900
4								
5								
6	756,582	747,545	760,000		Total Resources	893,900	893,900	893,900




City of Happy Valley Fiscal Year 2012 - 2013 Budget

RESERVE FOR REPLACEMENT FUND *Resources*

Line

2. **Beginning Fund Balance:** Funds available but not spent during the previous year.
3. **Transfers In:** Amounts from the General Fund, Street Maintenance Fund, and Public Safety Funds per replacement schedules.

CITY OF HAPPY VALLEY
FY 2012-2013 BUDGET

RESERVE FOR REPLACEMENT FUND								
			Adopted			Budget for Fiscal Year 2012-2013		
Preceding	Preceding	Budget		EXPENDITURE DESCRIPTION		Proposed	Approved	Adopted
Year 09-10	Year 10-11	Year 11-12	Account No.					
1			026-					
2					Materials and Services			
3	11,779	1,377	15,400	00x-600190	Equipment - under \$5,000	50,000	50,000	50,000
4	-	12,041	20,000	00x-602300	Repairs and Maintenance	100,000	100,000	100,000
5	2,561	2,332	15,000	002-600202	Education Benefits	15,000	15,000	15,000
6								
7	14,340	15,750	50,400		Total Materials and Services	165,000	165,000	165,000
8								
9					Capital Outlay			
10	85,029	21,595	21,000	00x-700200	Vehicles	100,000	100,000	100,000
11	52,967	61,909	15,000	00x-700300	Equipment - over \$5,000	300,000	300,000	300,000
12	36,725	-	-	00x-700500	Facility Improvements	-	-	-
13								
14	174,721	83,504	36,000		Total Capital Outlay	400,000	400,000	400,000
15								
16					Contingency			
17	-	-	673,600	030-880000	Contingency	328,900	328,900	328,900
18								
19	-	-	673,600		Total Contingency	328,900	328,900	328,900
20								
21								
22	189,061	99,254	760,000		Total Requirements	893,900	893,900	893,900



City of Happy Valley Fiscal Year 2012 - 2013 Budget

RESERVE FOR REPLACEMENT FUND *Expenditures*

MATERIALS AND SERVICES:

Line

3. **Equipment – under \$5,000:** Equipment to be replaced in the current budget year per replacement schedules.
4. **Repairs and Maintenance:** Repairs and maintenance items estimated to need funding in the current budget year.
5. **Education Benefits:** Benefits provided to staff for education.

CAPITAL OUTLAY:

10. **Vehicles:** Vehicles scheduled to be replaced in the current budget per replacement schedules.
11. **Equipment – over \$5,000:** Equipment scheduled to be replaced in the current budget per replacement schedules.
12. **Facility Improvements:** Facility improvements scheduled for the current budget year per replacement schedules.

CONTINGENCY:

17. **Contingency:** Reserve for future replacement of items according to the replacement schedules.



**City of Happy Valley
Fiscal Year 2012 - 2013 Budget**

RESERVE FOR DEBT SERVICE FUND



City of Happy Valley

Fiscal Year 2012 - 2013 Budget

RESERVE FOR DEBT SERVICE FUND


Manager: Barbara Muller

- Created to pay debt service payments for City of Happy Valley, Oregon Full Faith and Credit Obligations Series 2007 issued August 15, 2007.
- Revenue in this fund is a transfer from the General Fund.
- Expenditures in this fund are for principal and interest payments for City of Happy Valley, Oregon full Faith and Credit Obligations Series 2007 issued August 15, 2007.
- The fund will be reviewed to determine whether it will be continued or abolished each year.
 - When it is determined it is no longer necessary to maintain this reserve fund
 - any unexpended balance in the fund will be transferred to another fund
 - any unexpended balance is not required to be held for subsequent expenditure for the purposes for which this fund was established.

BUDGET SUMMARY:

Historical Data			Description	Budget For Next Year 2012 - 2013		
Actual		Adopted Budget		Proposed	Approved	Adopted
Preceding Year 09-10	Preceding Year 10-11	This Year 11-12				
376,956	374,413	380,000	Debt Service	381,000	381,000	381,000
376,956	374,413	380,000	Total	381,000	381,000	381,000

**CITY OF HAPPY VALLEY
FY 2012-2013 BUDGET**

RESERVE FOR DEBT SERVICE FUND							Reviewed	5/7/2012
	Preceding	Preceding	Adopted		 Happy Valley	Budget for Fiscal Year 2012-2013		
	Year 09-10	Year 10-11	Budget	Account No.				
			Year 11-12		RESOURCES	Proposed	Approved	Adopted
1				027-000-				
2								
3	376,956	374,413	380,000	490030	Transfer from General Fund	381,000	381,000	381,000
4								
5								
6	376,956	374,413	380,000		Total Resources	381,000	381,000	381,000




**City of Happy Valley
Fiscal Year 2012 - 2013 Budget**

**RESERVE FOR DEBT SERVICE FUND
*Resources***

Line

- 3. Transfer from General Fund:** General Fund amount for Debt Service principal and interest payment.

**CITY OF HAPPY VALLEY
FY 2012-2013 BUDGET**

RESERVE FOR DEBT SERVICE FUND						Budget for Fiscal Year 2012-2013		
	Preceding Year 09-10	Preceding Year 10-11	Adopted Budget Year 11-12	Account No.	EXPENDITURE DESCRIPTION	Proposed	Approved	Adopted
1				027-002-				
2					Debt Service			
3	175,000	180,000	185,000	650010	Principal Payment	186,000	186000	186000
4	201,956	194,413	195,000	650020	Interest Payment	195,000	195000	195000
5								
6	376,956	374,413	380,000		Total Debt Service	381,000	381,000	381,000
7								
8								
9								
10	376,956	374,413	380,000		Total Requirements	381,000	381,000	381,000



**City of Happy Valley
Fiscal Year 2012 - 2013 Budget**

RESERVE FOR DEBT SERVICE FUND

Expenditures

DEBT SERVICE

Line

- 3. **Principal Payment:** Principal payment due on repayment of debt per schedule.
- 4. **Interest Payment:** Interest payment due on repayment of debt per schedule.



**City of Happy Valley
Fiscal Year 2012 - 2013 Budget**

BUILDING DEPARTMENT FUND



CITY OF HAPPY VALLEY
Fiscal Year 2012 - 2013 Budget

BUILDING DEPARTMENT FUND

Accounted for the operations of the Building Department. Now integrated into the Economic and Community Development Department in the General Fund.

Revenue and expenditures are shown incorporated into the various line items in the General fund.

This appropriates the transfer of the fund balance to the General Fund.

BUDGET SUMMARY:

Historical Data			Description	Budget For Next Year 2012 - 2013		
Actual		Adopted Budget		Proposed	Approved	Adopted
Preceding Year 09 - 10	Preceding Year 10 - 11	This Year 11 - 12				
-	-	-	Transfers	604,875	604,875	604,875
-	-	-	Total	604,875	604,875	604,875

REVENUE AND EXPENDITURES:

HISTORICAL DATA			Account No.		BUDGET FOR NEXT YEAR 2012 - 2013		
Actual		Adopted Budget			Proposed By Budget Officer	Approved by Budget Comm.	Adopted By Governing Body
Preceding Year 09 - 10	Preceding Year 10 - 11	This Year 11 - 12					
Shown for historical purposes only.				<u>RESOURCES</u>			
			003-000-	Beginning Working Capital	604,875	604,875	604,875
-	-	-		Total Resources	604,875	604,875	604,875
Shown for historical purposes only.				<u>EXPENDITURES</u>			
				Transfers			
			800101	To General Fund	604,875	604,875	604,875
-	-	-		Total Transfers	604,875	604,875	604,875
-	-	-		Total Requirements	604,875	604,875	604,875



**City of Happy Valley
Fiscal Year 2012 - 2013 Budget**

RESERVE FOR NEW CITY HALL FUND



**CITY OF HAPPY VALLEY
Fiscal Year 2012 - 2013 Budget**

RESERVE FOR NEW CITY HALL FUND

Created in 2005-06 for construction of a new City Hall.

Revenue consisted of transfers from the General Fund and the Building Department Fund as well as interest allocated based on fund balance.

Expenditures were costs associated with the construction of the new City Hall building.

BUDGET SUMMARY:

Historical Data			Description	Budget For Next Year 2011 - 2012		
Actual		Adopted Budget		Proposed	Approved	Adopted
Preceding Year 08 - 09	Preceding Year 09 - 10	This Year 10 - 11				
333,172	-	-	Material and Services	-	-	-
4,167,405	-	-	Capital Outlay	-	-	-
-	1,348,931	-	Transfers	-	-	-
4,500,577	1,348,931	-	Total	-	-	-

REVENUE AND EXPENDITURES:

HISTORICAL DATA			Account No.		BUDGET FOR NEXT YEAR 2011 - 2012		
Actual		Adopted Budget			Proposed By Budget Officer	Approved by Budget Comm.	Adopted By Governing Body
Preceding Year 08-09	Preceding Year 09-10	This Year 10-11					
Shown for historical purposes only.				RESOURCES			
			025-000-				
1,348,931	1,348,931	-	401000	Beginning Working Capital	-	-	-
1,348,931	1,348,931	-		Total Resources	-	-	-
Shown for historical purposes only.				EXPENDITURES			
				Transfers			
1,348,931	1,348,931	-	800123	To General Fund	-	-	-
1,348,931	1,348,931	-		Total Transfers	-	-	-
1,348,931	1,348,931	-		Total Requirements	-	-	-



**City of Happy Valley
Fiscal Year 2012 - 2013 Budget**

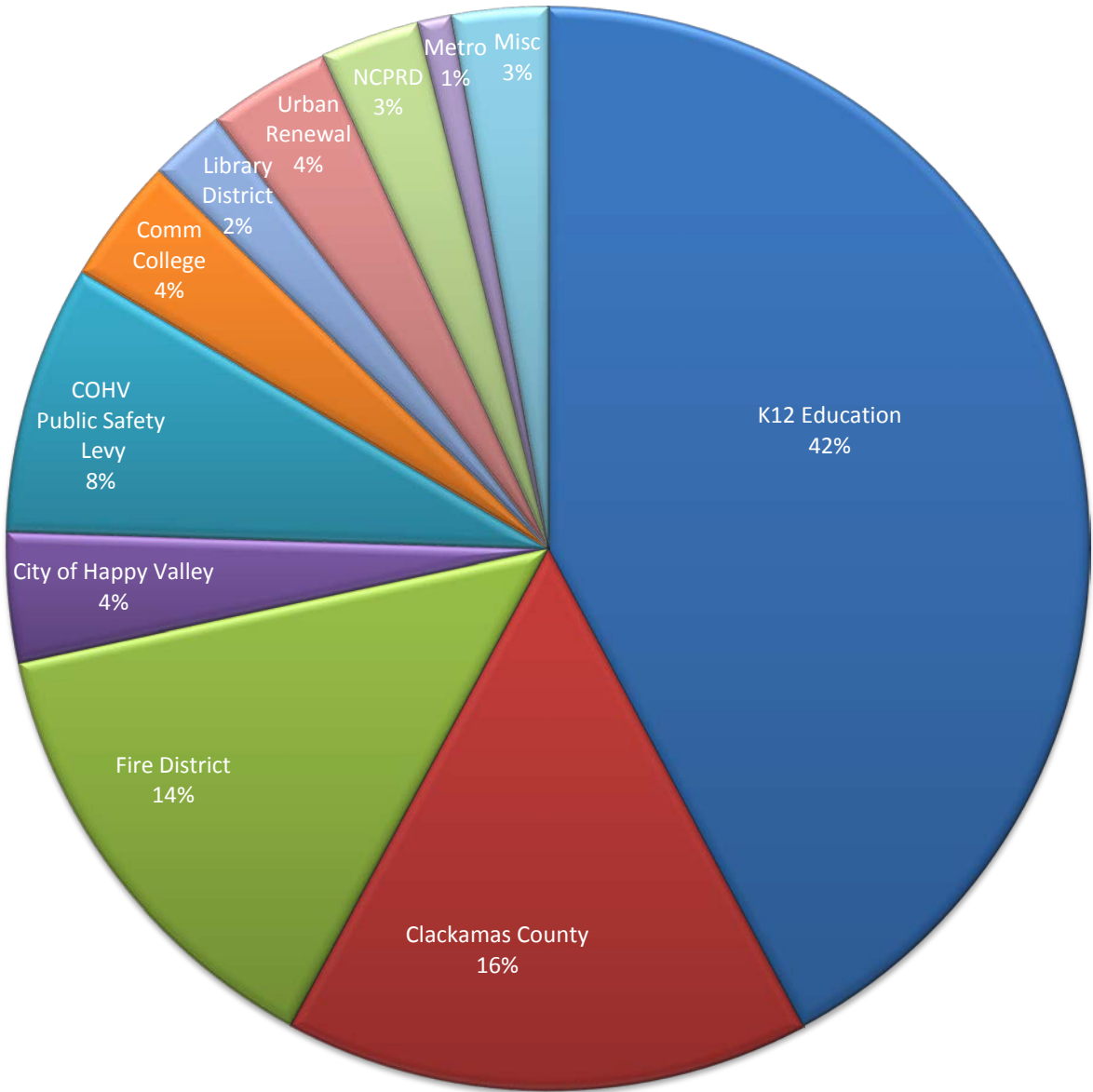
STATISTICAL SECTION

Clackamas County Property Tax Bill

Where does your money go?

\$317,345 Real Market Value Home \$293,921 Assessed Value Home		
District	Dollar	%
K12 Education	\$ 2,137	41.87%
Clackamas County	794	15.56%
Fire District	695	13.61%
City of Happy Valley	197	3.86%
COHV Public Safety Levy	406	7.95%
Comm College	190	3.73%
Library District	115	2.25%
Urban Renewal	185	3.63%
NCPRD	149	2.92%
Metro	91	1.00%
Misc	144	2.83%
Total	\$ 5,104	100.00%

Misc includes:
Port of Portland
SRV Lighting
Vector Control
Trimet Bond Extension & 4H





City of Happy Valley
Fiscal Year 2012 - 2013 Budget
REVENUE BY TYPE
10 Year History
All Funds

Fiscal Year Ending June 30,	Property Taxes	State Allocations	Franchise Fees	Building, Construction & Development	Local Revenue and Interest	Gas Tax	Other Street Fund Revenue	SDC Fees	Other SDC Fund Revenue	Total
2002	327,344	79,030	203,651	1,264,770	81,612	200,725	340,611	256,285	23,647	2,777,675
2003	355,863	94,046	243,509	1,235,040	848,493	218,197	20,858	326,974	19,438	3,362,418
2004	1,197,847	105,093	367,827	1,894,717	1,174,918	267,775	7,305	482,465	18,666	5,516,613
2005	1,394,371	111,440	359,109	2,386,585	461,473	312,783	12,665	1,095,635	40,091	6,174,152
2006	1,716,791	165,905	460,440	3,530,588	965,602	367,268	25,113	2,058,166	119,746	9,409,619
2007	2,176,495	379,287	581,808	2,302,382	988,049	389,193	46,059	80,183	214,450	7,157,906
2008	2,595,325	555,905	657,528	1,412,512	1,127,617	428,381	32,085	44,250	74,668	6,928,271
2009	2,961,417	558,862	736,898	1,023,990	897,042	422,485	8,276	123,046	27,252	6,759,268
2010	3,173,950	536,583	824,763	521,528	849,573	475,910	4,759	48,581	21,377	6,457,024
2011	3,279,877	573,855	749,143	678,060	943,125	602,531	5,591	29,579	3,163	6,864,924

Property Taxes: Based on the value of property in the city limits. The permanent tax rate is \$0.671 per thousand dollars of assessed valuation. Beginning 2004, also includes local option levy of \$1.38 per thousand dollars of assessed valuation for police protection provided by Clackamas County.

State Allocations: Revenue in this category is based on population.

Franchise Fees: Based on utility sales revenue.

Building, Construction, and Development: Fees based on cost of service.

Local Revenue and Interest: Includes park reservation fees, alarm permits, business licenses, and one time fees not catergorized otherwise in the budget. 2003 and 2004 also includes revenue flow through from Clackamas County for Road Improvements.

Gas Tax: Based on population.

Other Street Fund Revenue: Generally interest, larger amounts are revenue from cooperative projects.

SDC: Systems Development Charges fees charged to fund the City's capital improvement plans for storm water.

Other SDC Revenue: Generally interest on SDC funds.

Source: City of Happy Valley Annual Financial Reports for the Years Ended June 30, 2001 - 2011



City of Happy Valley
Fiscal Year 2012 - 2013 Budget
SUMMARY OF TAXES ASSESSED

Total Assessed Value 1,702,929,604
 Average Education 5.54
 Average Gen Gov 8.73
 Average Taxes 17.15

By Tax Code

Tax Code	012-149	012-158	012-188	012-194	012-195	012-196	012-197
Assessed Valuation	\$ 1,410,434,301	\$ 125,420,230	\$ 36,273,358	\$ 23,503,741	\$ 3,995,362	\$ 8,567,375	\$ 25,619,418
M-50 Consilidated Tax Rate	17.4177	17.3594	17.4177	17.3594	17.4177	17.3594	17.3594
Clackamas Community College	0.5459	0.5459	0.5459	0.5459	0.5459	0.5459	0.5459
ESD Clackamas	0.3624	0.3624	0.3624	0.3624	0.3624	0.3624	0.3624
N Clackamas SD #12	4.5851	4.5851	4.5851	4.5851	4.5851	4.5851	4.5851
Total Education	5.4934	5.4934	5.4934	5.4934	5.4934	5.4934	5.4934
City of Happy Valley Permanent Rate	0.6710	0.6710	0.6710	0.6710	0.6710	0.6710	0.6710
City of Happy Valley Public Safety	1.3800	1.3800	1.3800	1.3800	1.3800	1.3800	1.3800
Clackamas County	2.4041	2.4041	2.4041	2.4041	2.4041	2.4041	2.4041
County Extension & 4H	0.0492	0.0492	0.0492	0.0492	0.0492	0.0492	0.0492
County Library	0.3909	0.3909	0.3909	0.3909	0.3909	0.3909	0.3909
County Public Safety Loc Opt 2006	0.2480	0.2480	0.2480	0.2480	0.2480	0.2480	0.2480
County Soil Cons	0.0443	0.0443	0.0443	0.0443	0.0443	0.0443	0.0443
FD #1	2.3043	2.3043	2.3043	2.3043	2.3043	2.3043	2.3043
N Clackamas Parks	0.5069	0.5069	0.5069	0.5069	0.5069	0.5069	0.5069
Port of Portland	0.0691	0.0691	0.0691	0.0691	0.0691	0.0691	0.0691
Service District 2 Metro - Zoo	0.0945	0.0945	0.0945	0.0945	0.0945	0.0945	0.0945
Urban Renewal County SP	0.1025	0.1025	0.1025	0.1025	0.1025	0.1025	0.1025
Urban Renewal	0.5276	0.5264	0.5276	0.5264	0.5276	0.5264	0.5264
Vector Control	0.0065	0.0065	0.0065	0.0065	0.0065	0.0065	0.0065
Vector Control LOC OPT 2005	0.0250	0.0250	0.0250	0.0250	0.0250	0.0250	0.0250
Total General Government	8.8239	8.8227	8.8239	8.8227	8.8239	8.8227	8.8227
Community College Bond CCC	0.1361	0.1361	0.1361	0.1361	0.1361	0.1361	0.1361
FD #1 Bond	0.0595	0.0595	0.0595	0.0595	0.0595	0.0595	0.0595
N Clackamas SD #12 Bond	1.2096	1.2096	1.2096	1.2096	1.2096	1.2096	1.2096
N Clackamas SD #12 Bond 2006	1.4222	1.4222	1.4222	1.4222	1.4222	1.4222	1.4222
Service #2 Metro Bond	0.1282	0.1282	0.1282	0.1282	0.1282	0.1282	0.1282
Service #2 Metro Bond 2006	0.0877	0.0877	0.0877	0.0877	0.0877	0.0877	0.0877
Tri Met Bond	0.0571	-	0.0571	-	0.0571	-	-
Total Excluded From Limitations	3.1004	3.0433	3.1004	3.0433	3.1004	3.0433	3.0433
Total Rate	17.4177	17.3594	17.4177	17.3594	17.4177	17.3594	17.3594

Source: Clackamas County Statement of Taxes Levied in Clackamas County, Oregon for Year Ending June 30, 2011 Summary of Assessment and Tax Roll 2010-2011



City of Happy Valley
Fiscal Year 2012 - 2013 Budget
SUMMARY OF TAXES ASSESSED

Total Assessed Value 1,702,929,604
 Average Education 5.54
 Average Gen Gov 8.73
 Average Taxes 17.15

By Tax Code

Tax Code	012-224	012-234	012-235	012-236	012-237	012-243	012-248
Assessed Valuation	\$ 9,003,029	\$ 31,460,207	\$ 4,328,001	\$ 709,911	\$ 1,173,509	\$ 4,655,731	\$ 577,315
M-50 Consilidated Tax Rate	17.4177	17.4177	17.4177	17.4177	17.4177	17.4177	17.3594
Clackamas Community College	0.5459	0.5459	0.5459	0.5459	0.5459	0.5459	0.5459
Mt. Hood Community College	0.3624	0.3624	0.3624	0.3624	0.3624	0.3624	0.3624
ESD Clackamas	4.5851	4.5851	4.5851	4.5851	4.5851	4.5851	4.5851
N Clackamas SD #12	-	-	-	-	-	-	-
ESD Multnomah Co	-	-	-	-	-	-	-
Centennial SD #302	-	-	-	-	-	-	-
Total Education	5.4934	5.4934	5.4934	5.4934	5.4934	5.4934	5.4934
City of Happy Valley Permanent Rate	0.6710	0.6710	0.6710	0.6710	0.6710	0.6710	0.6710
City of Happy Valley Public Safety	1.3800	1.3800	1.3800	1.3800	1.3800	1.3800	1.3800
Clackamas County	2.4041	2.4041	2.4041	2.4041	2.4041	2.4041	2.4041
County Extension & 4H	0.0492	0.0492	0.0492	0.0492	0.0492	0.0492	0.0492
County Library	0.3909	0.3909	0.3909	0.3909	0.3909	0.3909	0.3909
County Pubc Safety Loc Opt 2006	0.2480	0.2480	0.2480	0.2480	0.2480	0.2480	0.2480
County Soil Cons	0.0443	0.0443	0.0443	0.0443	0.0443	0.0443	0.0443
FD #1	2.3043	2.3043	2.3043	2.3043	2.3043	2.3043	2.3043
N Clackamas Parks	0.5069	0.5069	0.5069	0.5069	0.5069	0.5069	0.5069
Port of Portland	0.0691	0.0691	0.0691	0.0691	0.0691	0.0691	0.0691
Service District 2 Metro - Zoo	0.0945	0.0945	0.0945	0.0945	0.0945	0.0945	0.0945
Urban Renewal County SP	0.1025	0.1025	0.1025	0.1025	0.1025	0.1025	0.1025
Urban Renewal	0.5276	0.5276	0.5276	0.5276	0.5276	0.5276	0.5264
Vector Control	0.0065	0.0065	0.0065	0.0065	0.0065	0.0065	0.0065
Vector Control LOC OPT 2005	0.0250	0.0250	0.0250	0.0250	0.0250	0.0250	0.0250
Total General Government	8.8239	8.8239	8.8239	8.8239	8.8239	8.8239	8.8227
Community College Bond CCC	0.1361	0.1361	0.1361	0.1361	0.1361	0.1361	0.1361
FD #1 Bond	0.0595	0.0595	0.0595	0.0595	0.0595	0.0595	0.0595
N Clackamas SD #12 Bond	1.2096	1.2096	1.2096	1.2096	1.2096	1.2096	1.2096
N Clackamas SD #12 Bond 2006	1.4222	1.4222	1.4222	1.4222	1.4222	1.4222	1.4222
Centennial SD #302 Bond	0.1282	0.1282	-	-	-	-	-
Service #2 Metro Bond	0.0877	0.0877	0.1282	0.1282	0.1282	0.1282	0.1282
Service #2 Metro Bond 2006	0.0571	0.0571	0.0877	0.0877	0.0877	0.0877	0.0877
Tri Met Bond	-	-	0.0571	0.0571	0.0571	0.0571	-
Total Excluded From Limitations	3.1004	3.1004	3.1004	3.1004	3.1004	3.1004	3.0433
Total Rate	17.4177	17.4177	17.4177	17.4177	17.4177	17.4177	17.3594

Source: Clackamas County Statement of Taxes Levied in Clackamas County, Oregon for Year Ending June 30, 2011 Summary of Assessment and Tax Roll 2010-2011



City of Happy Valley
Fiscal Year 2012 - 2013 Budget
SUMMARY OF TAXES ASSESSED

Total Assessed Value 1,702,929,604
 Average Education 5.54
 Average Gen Gov 8.73
 Average Taxes 17.15

By Tax Code

Tax Code	012-250	012-254	302-015	302-016	302-020	302-021	302-022
Assessed Valuation	\$ 363,102	\$ -	\$ 2,196,428	\$ 4,811	\$ 1,969,985	\$ 12,117,527	\$ 556,263
M-50 Consilidated Tax Rate	17.3594	17.4165	16.3462	16.3462	16.3462	16.3462	16.3462
Clackamas Community College	0.5459	0.5459	-	-	-	-	-
Mt. Hood Community College	0.3624	0.3624	0.4917	0.4917	0.4917	0.4917	0.4917
ESD Clackamas	4.5851	4.5851	-	-	-	-	-
ESD Multnomah Co	-	-	0.4576	0.4576	0.4576	0.4576	0.4576
Centennial SD #302	-	-	4.7448	4.7448	4.7448	4.7448	4.7448
Total Education	5.4934	5.4934	5.6941	5.6941	5.6941	5.6941	5.6941
City of Happy Valley Permanent Rate	0.6710	0.6710	0.6710	0.6710	0.6710	0.6710	0.6710
City of Happy Valley Public Safety	1.3800	1.3800	1.3800	1.3800	1.3800	1.3800	1.3800
Clackamas County	2.4041	2.4041	2.4041	2.4041	2.4041	2.4041	2.4041
County Extension & 4H	0.0492	0.0492	0.0492	0.0492	0.0492	0.0492	0.0492
County Library	0.3909	0.3909	0.3909	0.3909	0.3909	0.3909	0.3909
County Public Safety Loc Opt 2006	0.2480	0.2480	0.2480	0.2480	0.2480	0.2480	0.2480
County Soil Cons	0.0443	0.0443	0.0443	0.0443	0.0443	0.0443	0.0443
FD #1	2.3043	2.3043	2.3043	2.3043	2.3043	2.3043	2.3043
N Clackamas Parks	0.5069	0.5069	0.5069	0.5069	0.5069	0.5069	0.5069
Port of Portland	0.0691	0.0691	0.0691	0.0691	0.0691	0.0691	0.0691
Service District 2 Metro - Zoo	0.0945	0.0945	0.0945	0.0945	0.0945	0.0945	0.0945
Urban Renewal County SP	0.1025	0.1025	0.1025	0.1025	0.1025	0.1025	0.1025
Urban Renewal	0.5264	0.5264	0.1447	0.1447	0.1447	0.1447	0.1447
Vector Control	0.0065	0.0065	0.0065	0.0065	0.0065	0.0065	0.0065
Vector Control LOC OPT 2005	0.0250	0.0250	0.0250	0.0250	0.0250	0.0250	0.0250
Total General Government	8.8227	8.8227	8.4410	8.4410	8.4410	8.4410	8.4410
Community College Bond CCC	0.1361	0.1361	-	-	-	-	-
FD #1 Bond	0.0595	0.0595	0.0595	0.0595	0.0595	0.0595	0.0595
N Clackamas SD #12 Bond	1.2096	1.2096	-	-	-	-	-
N Clackamas SD #12 Bond 2006	1.4222	1.4222	-	-	-	-	-
Centennial SD #302 Bond	-	-	1.9357	1.9357	1.9357	1.9357	1.9357
Service #2 Metro Bond	0.1282	0.1282	0.1282	0.1282	0.1282	0.1282	0.1282
Service #2 Metro Bond 2006	0.0877	0.0877	0.0877	0.0877	0.0877	0.0877	0.0877
Tri Met Bond	-	0.0571	-	-	-	-	-
Total Excluded From Limitations	3.0433	3.1004	2.2111	2.2111	2.2111	2.2111	2.2111
Total Rate	17.3594	17.4165	16.3462	16.3462	16.3462	16.3462	16.3462

Source: Clackamas County Statement of Taxes Levied in Clackamas County, Oregon for Year Ending June 30, 2011 Summary of Assessment and Tax Roll 2010-2011



City of Happy Valley
Fiscal Year 2012 - 2013 Budget

TAX LEVY

10 Year History

Fiscal Year Ending June 30,	Taxes Levied	% Increase in Taxes Levied	Assessed Valuation *	% Increase in Assessed Valuation	Tax Rate per \$1,000
2003	364,222	7.21%	541,178,115	7.46%	0.6710
2004 **	1,259,059	245.68%	607,541,173	12.26%	2.0510
2005 **	1,443,493	14.65%	695,152,888	14.42%	2.0510
2006 **	1,770,442	22.65%	848,369,654	22.04%	2.0510
2007 **	2,253,189	27.27%	1,090,535,805	28.54%	2.0510
2008 **	2,699,731	19.82%	1,308,402,753	19.98%	2.0510
2009 **	3,092,721	14.56%	1,508,430,197	15.29%	2.0510
2010 **	3,275,833	5.92%	1,597,188,078	5.88%	2.0510
2011 **	3,406,971	4.00%	1,661,126,639	4.00%	2.0510
2012 **	3,456,634	1.46%	1,702,929,604	2.52%	2.0510

* After Ballot Measure 50 assessed valuation increases on existing property are limited to 3.0% by law. Additional growth in assessed valuation in the City is due to new housing (growth).

** Voter approved four year local option levy for police services of \$1.38 per \$1,000 approved

Source: Clackamas County Department of Assessment and Taxation Table 4A-Detail of Taxing District Levies City of Happy Valley



City of Happy Valley
Fiscal Year 2012 - 2013 Budget
ASSESSED VALUE BY PROPERTY TYPE
10 Year History

Fiscal Year Ending June 30,	Real Property	Manufactured Structures	Personal Property	Public Utility	Total Taxable
2003	524,182,030	992,600	4,781,043	11,222,442	541,178,115
2004	592,660,467	1,032,749	4,201,801	9,646,156	607,541,173
2005	676,633,373	918,943	3,939,159	13,661,413	695,152,888
2006	828,827,404	1,102,142	4,387,149	14,052,959	848,369,654
2007	1,067,150,898	1,089,594	5,132,513	17,162,800	1,090,535,805
2008	1,279,795,614	1,092,109	5,357,440	22,157,590	1,308,402,753
2009	1,473,382,597	1,150,881	9,569,639	24,327,080	1,508,430,197
2010	1,548,398,234	1,072,634	8,249,070	39,468,140	1,597,188,078
2011	1,610,806,718	1,046,052	8,698,169	40,575,700	1,661,126,639
2012	1,651,831,555	1,052,525	7,806,424	42,239,100	1,702,929,604

Source: Clackamas County Statement of Taxes Levied in Clackamas County, Oregon for Year Ending June 30, 2012
 Summary of Assessment and Tax Roll 2011-2012



**City of Happy Valley
Fiscal Year 2012 - 2013 Budget**

SUMMARY OF KEY DATA

Fiscal Year Ending June 30,	Ending Fund Balance	% Increase Ending Fund Balance	Tax Levy	% Increase Tax Levy	Assessed Valuation	% Increase Assessed Valuation	Tax Rate per \$1,000	% Increase Tax Rate per \$1,000	Population	% Increase Population	All Funds Expenditures	% Increase All Funds Expenditures
2002	1,286,985	12%	364,222	28%	541,178,115	28%	0.6710	0%	5,810	18%	1,990,424	-18%
2003	1,126,173	-12%	1,259,059	246%	607,541,173	12%	2.0510	206%	6,370	10%	2,434,603	22%
2004	2,357,131	109%	1,443,493	15%	695,152,888	14%	2.0510	0%	6,640	4%	3,704,335	52%
2005	3,067,406	30%	1,770,442	23%	848,369,654	22%	2.0510	0%	7,264	9%	4,096,631	11%
2006	3,113,992	2%	2,253,189	27%	1,090,535,805	29%	2.0510	0%	9,210	27%	6,752,987	65%
2007	2,639,191	-15%	2,699,731	20%	1,308,402,753	20%	2.0510	0%	10,380	13%	5,916,379	-12%
2008	2,495,184	-5%	3,092,721	15%	1,508,430,197	15%	2.0510	0%	11,455	10%	15,090,029	155%
2009	2,468,676	-1%	3,275,833	6%	1,597,188,078	6%	2.0510	0%	11,465	0%	11,136,605	-26%
2010	3,285,971	33%	3,406,971	4%	1,661,126,639	4%	2.0510	0%	14,100	23%	6,902,689	-38%
2011	3,875,317	18%	3,456,634	1%	1,702,929,604	3%	2.0510	0%	14,100	0%	6,570,072	-5%

Source: City of Happy Valley Annual Financial Reports for the Years Ended June 30, 2001 - 2011



**City of Happy Valley
Fiscal Year 2012 - 2013 Budget**

LEGAL REQUIREMENTS



City of Happy Valley Fiscal Year 2012 – 2013 Budget Calendar

January - April, 2012	<ul style="list-style-type: none"> • Prepare Proposed Budget
April 23, 2012	<ul style="list-style-type: none"> • Publish Notice of Budget Committee Meeting on City website (5 to 30 days before the meeting)
May 2, 2012	<ul style="list-style-type: none"> • Publish Notice of Budget Committee Meeting (5 to 30 days before the meeting)
May 7, 2012	<ul style="list-style-type: none"> • Budget Committee Meeting
June 6, 2012	<ul style="list-style-type: none"> • Publish 'Notice of Budget Hearing' (5 to 30 days before the meeting)
June 19, 2012	<ul style="list-style-type: none"> • Hold the Budget Hearing <ul style="list-style-type: none"> ○ Enact Resolutions to: ○ Adopt Budget ○ Make Appropriations ○ Impose Taxes ○ Certify municipal services ○ City election to receive State Revenues
July 8, 2012	<ul style="list-style-type: none"> • Submit Tax Certification Documents to the Assessor by July 15, 2012 • Turn in Official Budget to County Clerk for Permanent Record by September 30, 2012

FORM LB-1

NOTICE OF BUDGET HEARING

A public meeting of the City of Happy Valley will be held on June, 19, 2012 at 7pm at City Hall, 16000 SE Misty Drive , Happy Valley, Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2012 as approved by the City of Happy Valley Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at City Hall, 16000 SE Misty Drive, Happy Valley, Oregon, between the hours of 8:30 a.m. and 4:30p.m. This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as the preceding year.

Contact: Barbara Muller

Telephone: 503-783-3800

Email: barbaram@ci.happy-valley.or.us

FINANCIAL SUMMARY - RESOURCES

TOTAL OF ALL FUNDS	Actual Amount 2010-11	Adopted Budget This Year 2011-12	Approved Budget Next Year 2012-13
Beginning Fund Balance/Net Working Capital	6,741,723	5,855,019	6,291,475
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	2,168,956	1,956,601	2,346,500
Federal, State and All Other Grants, Gifts, Allocations and Donations	1,160,494	1,250,282	1,540,750
Interfund Transfers / Internal Service Reimbursements	957,337	887,533	2,660,045
All Other Resources Except Property Taxes	226,008	152,565	93,000
Property Taxes Estimated to be Received	3,279,877	3,368,624	3,440,000
Total Resources	14,534,395	13,470,624	16,371,770

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION

Personnel Services	2,906,129	3,193,095	3,548,730
Materials and Services	2,973,401	3,441,774	3,899,500
Capital Outlay	321,705	2,175,898	2,456,818
Debt Service	374,413	380,000	381,000
Interfund Transfers	957,337	887,533	2,660,045
Contingencies	0	3,392,324	2,425,677
Unappropriated Ending Balance and Reserved for Future Expenditure	7,001,410	0	1,000,000
Total Requirements	14,534,395	13,470,624	16,371,770

FINANCIAL SUMMARY - REQUIREMENTS BY ORGANIZATIONAL UNIT OR PROGRAM *

Name of Organizational Unit or Program FTE for that unit or program			
General Administration	3,817,960	1,493,184	1,647,600
FTE	9.90	9.90	8.80
Community Services/Public Safety	4,528,919	4,315,448	4,111,795
FTE	7.49	7.49	7.62
Economic & Community Development	1,711,693	1,716,549	2,385,160
FTE	8.75	8.75	9.75
Public Works	1,674,401	1,326,792	1,360,030
FTE	1.00	1.00	1.75

FORM LB-1

NOTICE OF BUDGET HEARING

Parks	193,930	241,585	266,060
FTE	2.00	2.00	2.00
Streets	874,657	1,064,000	1,317,950
FTE	4.00	4.00	5.00
Non-Departmental / Non-Program	1,732,835	3,313,066	5,283,175
FTE	0.00	0.00	0.00
Total Requirements	14,534,395	13,470,624	16,371,770
Total FTE	33.14	33.14	34.92

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING

There has been an increase in long term planning projects which lead us to believe the increase in development and building seen in the current fiscal year will continue into the 2012-13 budget year. Based on that outlook we are adding staff positions and creating a new reserve fund to allow us to better stabilize our financial resources. There is an increase in overall FTE of 1.78 from the prior year budget. This is the result of four new positions added which increases FTE by 3.5 and four positions eliminated which decreases FTE by 1.82. These FTE changes better position us to move forward. There is a transfer from the Building Department Fund which is no longer in use, to the General Fund. This transfer completes the integration of the building function into the General Fund. This integration consolidates the development cycle (planning, engineering, and building) into one department and allows the City to offer a comprehensive approach.

PROPERTY TAX LEVIES

	Rate or Amount Imposed	Rate or Amount Imposed	Rate or Amount Approved
Permanent Rate Levy (rate limit 0.671 per \$1,000)	0.671	0.671	0.671
Local Option Levy	1.380	1.380	1.380
Levy For General Obligation Bonds	0	0	0

STATEMENT OF INDEBTEDNESS

LONG TERM DEBT	Estimated Debt Outstanding on July 1.	Estimated Debt Authorized, But Not Incurred on July 1
General Obligation Bonds	\$0	\$0
Other Bonds	\$4,365,000	\$0
Other Borrowings	\$0	\$0
Total	\$4,365,000	\$0

CITY OF HAPPY VALLEY
RESOLUTION NO. 12-13

RESOLUTION ADOPTING THE BUDGET FOR FISCAL YEAR 2012-2013,
APPROPRIATING FUNDS,
IMPOSING AND CATEGORIZING THE TAXES

ADOPTING THE BUDGET

BE IT RESOLVED that the CITY OF HAPPY VALLEY hereby adopts the budget for fiscal year 2012-2013 in the sum of \$16,371,770 now on file at City Hall.

MAKING APPROPRIATIONS

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2012, and for the purposes shown below are hereby appropriated.

<u>GENERAL FUND</u>	
Personal Services	3,106,470
Materials & Services	1,119,300
Transfers	1,612,800
Contingency	1,215,475
FUND TOTAL	7,054,045

<u>STREET FUND</u>	
Personal Services	442,260
Materials & Services	207,000
Capital Outlay	495,546
Transfers	173,144
FUND TOTAL	1,317,950

<u>SYSTEM DEVELOPMENT CHARGES FUND</u>	
Capital Outlay	1,078,000
FUND TOTAL	1,078,000

<u>PEDESTRIAN IMPROVEMENT PROJECTS FUND</u>	
Materials & Services	12,000
Capital Outlay	483,272
Transfers	41,728
FUND TOTAL	537,000

CITY OF HAPPY VALLEY
RESOLUTION NO. 12-13

MAKING APPROPRIATIONS, CONTINUED:

PUBLIC SAFETY FUND

Personal Services	-
Materials & Services	2,396,200
Transfers	227,498
Contingency	701,302
FUND TOTAL	3,325,000

RESERVE FOR PENSION FUND

Contingency	180,000
FUND TOTAL	180,000

RESERVE FOR REPLACEMENT FUND

Materials & Services	165,000
Capital Outlay	400,000
Contingency	328,900
FUND TOTAL	893,900

RESERVE FOR DEBT SERVICE FUND

Debt Service	381,000
FUND TOTAL	381,000

BUILDING DEPT FUND

Transfers	604,875
FUND TOTAL	604,875

CITY OF HAPPY VALLEY
RESOLUTION NO. 12-13

IMPOSING AND CATEGORIZING TAXES

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Happy Valley that:

City hereby imposes the taxes provided for in the adopted budget at the rate of \$0.6710 per \$1,000 of the assessed value for operations and at the rate of \$1.3800 per \$1,000 of the assessed value for operations for the four year local option levy; and that these taxes are hereby imposed and categorized for tax year 2012-2013 upon the assessed value of all taxable property within the district.

	<i>Subject to the General Government Limitation</i>	<i>Excluded from the Limitation</i>
GENERAL FUND	\$0.6710/\$1000	\$-0-
PUBLIC SAFETY FUND	\$1.3800/\$1000	\$-0-

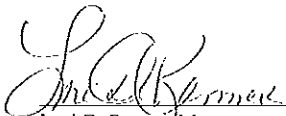
BE IT RESOLVED that this resolution is and shall be effective immediately from and after its adoption by the Council.

PASSED by the City Council this 19th day of June 2012.

APPROVED by the Mayor this 19th day of June 2012.

ATTEST:


Marylee Walden, City Recorder


Lori DeReimer, Mayor

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

**FORM LB-50
2012-2013**

To assessor of Clackamas County

Check here if this is an amended form.

• Be sure to read instructions in the current Notice of Property Tax Levy Forms and Instructions booklet.

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

16000 SE Misty Drive Happy Valley OR 97086 7/6/2012
Mailing address of district City State ZIP code Date

Barbara Muller Finance Director 503-783-3800 barbaram@ci.happy-valley.or.us
Contact person Title Daytime telephone number Contact person e-mail address

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

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

PART I: TOTAL PROPERTY TAX LEVY

	Subject to General Government Limits		
	Rate	—or— Dollar Amount	
1. Rate/Amount levied (within permanent rate limit)	1	0.671	
2. Local option operating tax	2	1.380	Excluded from Measure 5 Limits
3. Local option capital project tax	3		Dollar Amount of Bond Levy
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 after October 6, 2001	5b		
5c. Total levy for bonded indebtedness not subject to Measure 5 or Measure 50 (total of 5a + 5b)	5c		

PART II: RATE LIMIT CERTIFICATION

6. Permanent rate limit in dollars and cents per \$1,000	6	0.671
7. Election date when your new district received voter approval for your permanent rate limit	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	Tax amount —or— rate authorized per year by voters
Operating	11/2/2010	2011	2014	1.380

PART IV: SPECIAL ASSESSMENTS, FEES, AND CHARGES

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

If fees, charges, or assessments will be imposed on specific property within your district, you must attach a complete listing of properties, by assessor's account number, to which fees, charges, or assessments will be imposed. Show the fees, charges, or assessments uniformly imposed on the properties. If these amounts are not uniform, show the amount imposed on each property. The authority for putting these assessments on the roll is ORS _____. (Must be completed if you have an entry in Part IV.)



8005 SE Lake Road, Portland, OR 97222 • PO Box 22109, Portland, OR 97269-2109
 Phone: 503-884-0360 Fax: 503-820-3433
 E-mail: legals@commnewspapers.com

AFFIDAVIT OF PUBLICATION

State of Oregon, County of Clackamas, SS I, Charlotte Allsop, being the first duly sworn, depose and say that I am Accounting Manager of *Clackamas Review/Oregon City News*, a newspaper of general circulation, published at Clackamas/Oregon City, in the aforesaid county and state, as defined by ORS 193.010 and 193.020, that

**City of Happy Valley
 Notice of Budget Committee Meeting
 CLK12547**

a copy of which is hereto annexed, was published in the entire issue of said newspaper for

week in the following issue:
May 2, 2012

Charlotte Allsop

Charlotte Allsop (Accounting Manager)

Subscribed and sworn to before me this May 2, 2012.

Jerrin L Sipe

NOTARY PUBLIC FOR OREGON

My commission expires *Sept 1, 2015*

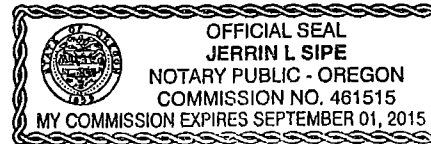
Acct #50603
 Attn: Barbara Muller
 City of Happy Valley
 16000 SE Misty Drive
 Happy Valley, OR 97086-6299

Size: 2 x 1.75"
 Amount Due: \$41.47*

*Please remit to address above.

NOTICE OF BUDGET COMMITTEE MEETING

A public meeting of the Budget Committee of the City of Happy Valley, Clackamas County, State of Oregon, to discuss the budget for fiscal year July 1, 2012 to June 30, 2013 will be held at City Hall, 16000 SE Misty Drive, Happy Valley, OR 97086. The meeting will take place on **May 7, 2012 at 6:00 PM**. The purpose of the meeting is to receive the budget message and to receive comment from the public on the budget. A copy of the budget document may be inspected or obtained on or after May 2, 2012 at City Hall, 16000 SE Misty Drive, Happy Valley during normal business hours. This notice and the proposed budget for fiscal year 2012-13 will be posted on the city website: www.ci.happy-valley.or.us. This is a public meeting where deliberation of the Budget Committee will take place. Any person may appear at the meeting and discuss the proposed programs with the Budget Committee.
 Publish 05/02/2012. CLK12547



COMMUNITY NEWSPAPERS

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 E-mail: legal@commnewspapers.com

AFFIDAVIT OF PUBLICATION

State of Oregon, County of Clackamas, SS
 Charlotte Allsop, being the first duly sworn,
 depose and say that I am Accounting
 Manager of *Clackamas Review/Oregon City
 News/Estacada News*, a newspaper of
 general circulation, published at
 Clackamas/Oregon City, in the aforesaid
 county and state, as defined by ORS 193.010
 and 193.020, that

City of Happy Valley
 Notice of Budget Hearing
 CLK12584

a copy of which is hereto annexed, was
 published in the entire issue of said
 newspaper for

1
 week in the following issue:
June 6, 2012

Kathy Snyder

 Kathy Snyder, Receivables Manager

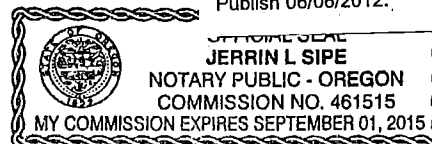
Subscribed and sworn to before me this
 June 6, 2012.

William J. Sipe

 NOTARY PUBLIC FOR OREGON
 My commission expires *Sept 1, 2015*

Acct #50603
 Attn: Barbara Muller
 City of Happy Valley
 16000 SE Misty Drive
 Happy Valley, OR 97086-6299

Size: 3 x 6.75"
 Amount Due: \$239.96*
 *Please remit to address above.



FORM LB-1 NOTICE OF BUDGET HEARING

A public meeting of the City of Happy Valley will be held on June, 19, 2012 at 7pm at City Hall, 16000 SE Misty Drive, Happy Valley, Oregon 97086-6299 to discuss the budget for the fiscal year beginning July 1, 2012 as approved by the City of Happy Valley. A copy of the budget may be inspected or obtained at City Hall, 16000 SE Misty Drive, Happy Valley, Oregon 97086-6299 for an annual budget period. This budget was prepared on a basis of accounting that is the same as the City of Happy Valley uses for its annual budget period.

Contact: Barbara Muller Telephone: 503-783-3800

FINANCIAL SUMMARY - RESOURCES	
TOTAL OF ALL FUNDS	Actual Amount 2010-11
Beginning Fund Balance/Net Working Capital	6,741
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	2,168
Federal, State and All Other Grants, Gifts, Allocations and Donations	1,160
Interfund Transfers / Internal Service Reimbursements	957
All Other Resources Except Property Taxes	226
Property Taxes Estimated to be Received	3,279
Total Resources	14,534

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT	
Personnel Services	2,906
Materials and Services	2,973
Capital Outlay	321
Debt Service	374
Interfund Transfers	957
Contingencies	
Unappropriated Ending Balance and Reserved for Future Expenditure	7,001
Total Requirements	14,534

FINANCIAL SUMMARY - REQUIREMENTS BY ORGANIZATION	
Name of Organizational Unit or Program	FTE for that unit or program
General Administration	3,817
Community Services/Public Safety	4,528
Economic & Community Development	1,711
Public Works	1,674
Parks	193
Streets	874
Non-Departmental / Non-Program	1,732
Total Requirements	14,534
Total FTE	3

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES
 There has been an increase in long term planning projects which lead us to believe the increase in debt for the 2012-13 budget year. Based on that outlook we are adding staff positions and creating a new position which is an increase in overall FTE of 1.78 from the prior year budget. This is the result of four new positions which decreases FTE by 1.82. These FTE changes better position us to move forward. There is a transfer from the General Fund. This transfer completes the integration of the building function into the General Fund (engineering, and building) into one department and allows the City to offer a comprehensive approach.

PROPERTY TAX LEVIES	
	Rate or Amount Imposed
Permanent Rate Levy (rate limit 0.671 per \$1,000)	0.671
Local Option Levy	1.380
Levy For General Obligation Bonds	0

STATEMENT OF INDEBTEDNESS	
LONG TERM DEBT	Estimated Debt Outstanding on July 1,
General Obligation Bonds	\$0
Other Bonds	\$4,365,000
Other Borrowings	\$0
Total	\$4,365,000


Publish 06/06/2012.




**City of Happy Valley
Fiscal Year 2012 - 2013 Budget**

ADDENDUMS


CITY OF HAPPY VALLEY
FY 2012 -2013 BUDGET

	FTE Allocations							Total
	General Fund							
	FTE	General Gov	Comm Svcs / Pub Sfty	Comm. Dev	Public Works	Parks	Street Fund	
City Manager	1.00	1.00	-	-	-	-	-	1.00
Executive Assistant	1.00	1.00	-	-	-	-	-	1.00
Finance/IT Director	1.00	1.00	-	-	-	-	-	1.00
Senior Accountant	1.00	1.00	-	-	-	-	-	1.00
City Recorder/HR Director	1.00	1.00	-	-	-	-	-	1.00
Program Coordinator	1.00	1.00	-	-	-	-	-	1.00
Office & Fac Svcs Coordinator	1.00	1.00	-	-	-	-	-	1.00
Admin Asst II	0.90	0.90	-	-	-	-	-	0.90
Admin Asst I	0.90	0.90	-	-	-	-	-	0.90
Comm. Dev Director	1.00	-	-	1.00	-	-	-	1.00
Associate Planner	1.00	-	-	1.00	-	-	-	1.00
Admin Asst II	0.75	-	-	0.75	-	-	-	0.75
Engineer	1.00	-	-	1.00	-	-	-	1.00
Eng Tech	1.00	-	-	1.00	-	-	-	1.00
Public Works Director	1.00	-	-	-	1.00	-	-	1.00
PW Inspector	1.00	-	-	-	-	-	1.00	1.00
Maint Worker I	1.00	-	-	-	-	-	1.00	1.00
Maint Worker II	1.00	-	-	-	-	1.00	-	1.00
Maint Worker II	1.00	-	-	-	-	-	1.00	1.00
Maint Worker I	1.00	-	-	-	-	-	1.00	1.00
Admin Asst	0.75	-	-	-	0.75	-	-	0.75
Maint Worker I	1.00	-	-	-	-	-	1.00	1.00
PW Seasonal Worker	1.00	-	-	-	-	1.00	-	1.00
Structural Eng	1.00	-	-	1.00	-	-	-	1.00
Permit Tech	1.00	-	-	1.00	-	-	-	1.00
Building Official	1.00	-	-	1.00	-	-	-	1.00
Building Inspector	1.00	-	-	1.00	-	-	-	1.00
Building Insp/Plans Examiner	1.00	-	-	1.00	-	-	-	1.00
Comm Svcs/Pub Safety Director	1.00	-	1.00	-	-	-	-	1.00
Comm Svcs Officer	1.00	-	1.00	-	-	-	-	1.00
Comm Svcs Officer	1.00	-	1.00	-	-	-	-	1.00
Comm Svcs Officer	0.50	-	0.50	-	-	-	-	0.50
Crime Prevention Specialist	0.50	-	0.50	-	-	-	-	0.50
Comm Involvement Specialist	0.62	-	0.62	-	-	-	-	0.62
Admin Asst II	1.00	-	1.00	-	-	-	-	1.00
Court Clerk	1.00	-	1.00	-	-	-	-	1.00
Court Clerk	1.00	-	1.00	-	-	-	-	1.00
	34.92	8.80	7.62	9.75	1.75	2.00	5.00	34.92


Reserve for Replacement Fund Schedule

CITY OF HAPPY VALLEY										
FISCAL YEAR 2012-13 BUDGET										
RESERVE FOR REPLACEMENT										
Cost / Scheduled number of years per item	Balance if fully funded per schedule	Actual Balance	Balance if fully funded less Actual Balance	Fund	Scheduled number of years until replacement					
					0	1	2	3	4	5
57,568	530,635	295,683	234,952	Street Total	330,000	-	-	-	-	80,000
12,850	32,750	3,155	29,595	Public Safety Total	15,000	-	15,000	-	-	21,000
156,370	619,483	447,679	171,804	General Total	109,400	14,000	59,100	51,000	30,400	145,000
226,788	1,182,868	746,517	436,351	Fund Total	454,400	14,000	74,100	51,000	30,400	246,000


Reserve for Replacement Fund Schedule

CITY OF HAPPY VALLEY											
FISCAL YEAR 2012-13 BUDGET											
RESERVE FOR REPLACEMENT											
Description	Dept	Date	Cost to Replace	Sched Years	Years until Rep	Balance if fully funded per schedule	Cost / Sched Years	Actual Balance	Bal if fully funded less Actual Balance	Current year transfer	Notes
Equipment											
General Fund											
Computers (11)	Various	Various	15,400	4	0	15,400	3,850	11,550	3,850		
Computers (10)	Various	Various	14,000	4	1	10,500	3,500	7,000	3,500		
Computers (10)	Various	Various	14,000	4	2	7,000	3,500	3,500	3,500		
Computers (10)	Various	Various	14,000	4	3	3,500	3,500	-	3,500		
Computers (10)	Various	Various	14,000	4	4	-	3,500	-	-		
Monitors (63)	Various	Various	14,100	5	2	8,460	2,820	5,640	2,820		
Equip under \$5000	Various	Various	10,000	5	5	-	2,000	-	-		
Software	Various	Various	10,000	5	5	-	2,000	-	-		
Telephone System Upgrade	Various	Various	40,000	7	5	11,429	5,714	5,714	5,715		
Website Design Update	Various	Various	10,000	4	2	5,000	2,500	2,500	2,500		
GIS System (plotter, server, computer, s/w)	Various	Various	20,000	6	5	3,333	3,333	-	3,333		
Document Management System (scanner, software)	Various	Various	30,000	6	5	5,000	5,000	-	5,000		
Server	General		15,000	5	4	3,000	3,000	-	3,000		
Server	General		15,000	5	0	15,000	3,000	12,000	3,000		
Server accessories	General		10,000	5	3	4,000	2,000	2,000	2,000		
Equipment Total						91,622	49,218	49,904	41,718	-	


Reserve for Replacement Fund Schedule

CITY OF HAPPY VALLEY											
FISCAL YEAR 2012-13 BUDGET											
RESERVE FOR REPLACEMENT											
Description	Dept	Date	Cost to Replace	Sched Years	Years until Rep	Balance if fully funded per schedule	Cost / Sched Years	Actual Balance	Bal if fully funded less Actual Balance	Current year transfer	Notes
Other											
CPC - Roof	General		3,300	30	9	2,310	110				
Annex - Roof	General		2,100	20	9	1,155	105				
City Hall - Roof	General		33,000	30	9	23,100	1,100				
PW Office - Roof	General		10,210	50	29	4,288	204				
PW Shop - Roof	General		11,050	50	29	4,641	221				
PW Shop - Roof	General		6,050	50	29	2,541	121				
CPC - Gutter	General		1,600	20	9	880	80				
Annex - Gutter	General		1,800	20	9	990	90				
City Hall - Gutter	General		8,000	30	29	267	267				
PW Office - Gutter	General		2,300	20	14	690	115				
PW Gate	General		10,500	20	14	3,150	525				
CH Gate	General		40,000	25	18	11,200	1,600				
Pole Barn - Large	General		68,000	25	19	16,320	2,720				
Pole Barn - Medium	General		40,000	25	18	11,200	1,600				
PW - FFE	General		50,000	10	4	30,000	5,000				
CH - FFE	General		200,000	10	7	60,000	20,000				
Repairs and Maintenance (items above)			487,910			172,732	33,858	130,163	42,569		
Education Funding	General		15,000	10	0	15,000	1,500	15,000	-		
Commissioned Artwork	General		100,000	5	3	40,000	20,000	20,000	20,000		
Generator - City Hall	PW		70,000	20	17	10,500	3,500	3,500	7,000		
Well Pump System	PW		35,000	10	9	3,500	3,500	-	3,500		
Generator - PW Ops Center	PW		35,000	20	18	3,500	1,750	1,750	1,750		
Bunker System PW Yard	PW		25,000	25	23	2,000	1,000	1,000	1,000		
Fueling station Diesel w/card lock system	PW		35,000	10	0	35,000	3,500	19,000	16,000		New purchase
Fueling Station	PW		45,000	10	5	22,500	4,500	16,000	6,500		
Shop Equip Vehicle Lift	PW		7,500	10	6	3,000	750	2,250	750		
Toyota Fork Lift	PW	7/1/2003	30,000	15	10	10,000	2,000	8,000	2,000		
Tire Balancing Equipment	PW		7,500	15	14	500	500	-	500		
Other Total						318,232	76,358	216,663	101,569	-	-


Reserve for Replacement Fund Schedule

CITY OF HAPPY VALLEY											
FISCAL YEAR 2012-13 BUDGET											
RESERVE FOR REPLACEMENT											
											
#	Description	Dept	Purchase Date	Cost to Replace	Sched Years	Years until Rep	Balance if fully funded per schedule	Cost / Sched Years	Actual Balance	Bal if fully funded less Actual Balance	Notes
<u>Vehicles</u>											
<u>General Fund</u>											
PW 5-97	97 Ford F-350 Truck - 3yd Dump	Public Works	2/13/2007	50,000	18	0	50,000	2,778	50,000	-	Replace this year
PW 20-01	01 Ford Ranger Pickup	Public Works	5/16/2005								Do not replace
PW 21-01	01 Ford Ranger Pickup	Public Works	5/16/2005	-							Do not replace
	07 Ford F150 4X4 Pickup	Public Works	8/30/2007	21,000	7	6	3,000	3,000	-	3,000	
PW 23-05	05 Ford Ranger Super Cab 4x4	Public Works	12/28/2004	21,000	16	9	9,188	1,313	7,875	1,313	
PW 24-06	06 Ford Ranger Pickup 4x4	Public Works	1/30/2006	21,000	16	10	7,875	1,313	6,562	1,313	
PW 10-01	01 Ford Ranger 4X4 Pickup	Public Works	5/16/2005	21,000	12	2	17,500	1,750	15,750	1,750	
	06 Landscaping 16' Tandem Axle Tra	Public Works	8/9/2006	10,000	20	18	1,000	500	500	500	
	03 Landscaping Trailer	Public Works		7,500	20	18	750	375	375	375	
	Utility ATV	Parks	Need to buy	15,000	10	0	15,000	1,500	15,000	-	New purchase
	Lazer 2XP mower diesel	Parks	6/30/2005	15,000	10	3	10,500	1,500	9,000	1,500	
	Lazer 2XP mower gas	Parks	6/6/2001	7,000	10	0	7,000	700	6,300	700	
	Lazer 2XP mower gas	Parks	8/17/1998	7,000	10	0	7,000	700	6,300	700	
	Kawasaki; Mule	Parks	7/1/2003	12,000	10	3	8,400	1,200	7,200	1,200	
GG	08 Ford Escape 4X4	General Gov	4/13/2007	22,000	12	8	7,333	1,833	5,500	1,833	
GG	08 Ford Escape 4X4	General Gov	6/15/2007	22,000	12	8	7,333	1,833	5,500	1,833	
ED 12-04	04 Ford Ranger 4X4 Ext. Cab	Com Dev									
ED 22-05	05 Ford Ranger Pickup 4x4	Com Dev	8/26/2005	21,000	12	5	12,250	1,750	10,000	2,250	
BD 25-06	2006 Ford Ranger Pickup 4x4	Com Dev	3/30/2006	21,000	12	6	10,500	1,750	8,000	2,500	
BD 26-06	2006 Ford Ranger Pickup 4x4	Com Dev	5/15/2006	21,000	12	6	10,500	1,750	8,000	2,500	
BD-28-08	2008 Ford Escape 4X4	Com Dev	9/11/2007	21,000	12	8	7,000	1,750	5,250	1,750	
CE 18-07	07 Ford F150 4X4 Pickup	Code Enforcement	8/30/2007	21,000	12	7	8,750	1,750	7,000	1,750	
CE 19-07	07 Ford F150 4X4 Pickup	Code Enforcement	8/30/2007	21,000	12	7	8,750	1,750	7,000	1,750	
ED 7-96	96 Jeep Cherokee 4X4	Com Dev									Sell
CE 15-97	97 Jeep Cherokee 4x4	Code Enforcement	12/5/2005	-							Sell
General Fund Total							209,629	30,794	181,112	28,517	


Reserve for Replacement Fund Schedule

CITY OF HAPPY VALLEY											
FISCAL YEAR 2012-13 BUDGET											
RESERVE FOR REPLACEMENT											
											
#	Description	Dept	Purchase Date	Cost to Replace	Sched Years	Years until Rep	Balance if fully funded per schedule	Cost / Sched Years	Actual Balance	Bal if fully funded less Actual Balance	Notes
Vehicles											
Street Fund											
	2010 F550 3yd Dump Truck	Public Works	12/31/2009	60,000	24	22	5,000	2,500	2,500	2,500	
	1993 International Dump Truck 5yd	Public Works		80,000	24	5	63,333	3,333	26,901	36,432	
PW 1-94	1994 Ford C-7000 Street Sweeper	Public Works	6/17/2005	280,000	15	0	280,000	18,667	113,715	166,285	Appropriate this budget cycle
	2008 Street Sweeper - Challenger	Public Works	10/1/2008	280,000	15	11	74,667	18,667	56,000	18,667	
	2008 Backhoe B95	Public Works	10/23/2008	80,000	20	16	16,000	4,000	12,000	4,000	
PW 11-03	2003 Ford F350 Truck 2WD	Public Works	5/20/2003	40,000	17	8	21,176	2,353	18,823	2,353	
	Pothole Repair - Unibody Patcher	Public Works	7/1/2008	30,000	17	13	7,059	1,765	5,294	1,765	
	Chipper Morbark Twister 12	Public Works	10/1/2008	35,000	20	16	7,000	1,750	5,250	1,750	
	Parking Lot Striper - Line Lazer 3900	Public Works	12/31/2008	6,000	15	13	800	400	400	400	
	New Holland TC 35	Public Works	2/19/2004	16,000	20	13	5,600	800	4,800	800	
PW 4-83	1983 Ford F350 Boom Truck	Public Works	6/9/2006								do not replace
New	1 Ton Pickup w/sander and plow attachments	Public Works	7/1/2012	50,000	15	0	50,000	3,333	50,000	-	1 ton PU w/plow and sander attachments
Street Fund Total							530,635	57,568	295,683	234,952	
Public Safety Fund											
	Equipment	Public Safety		35,000	5	2	21,000	7,000	1,000	20,000	
	Generator -CPC	Public Safety		25,000	20	19	1,250	1,250	1,250	-	
CE-06	2006 Ford Explorer - Damascus vehi	Code Enforcement	8/15/2011	21,000	10	5	10,500	2,100	905	9,595	
	2011 Ford Explorer	Public Safety	7/1/2011	25,000	10	10	-	2,500	-	-	
Public Safety Fund Total							32,750	12,850	3,155	29,595	
All Funds Total							773,014	101,212	479,950	293,064	


Reserve for Replacement Fund Schedule

CITY OF HAPPY VALLEY							
FISCAL YEAR 2012-13 BUDGET							
RESERVE FOR REPLACEMENT							
#	Description	Dept	Purchase Date	Cost to Replace	Sched Years	Years until Rep	Notes
Note: Items on this page will not be funded via a transfer to the Reserve for Replacement Fund.							
Homeland Security Equipment							
	Light Bank Trailer	Code Enforcement			15		
	Mobile Message Boards	Code Enforcement			15		
Park Equipment - SDC eligible							
Replacement of park equipment to be funded by SDC amounts received by the City prior to joining the Park District							
	Boardwalk	Parks	Various	406,000	10	2	
	Sprinkler System	Parks	Various	100,000	10	0	
Park Equipment - SDC Eligible Total				506,000			

Reserve for Replacement Fund Schedule

CITY OF HAPPY VALLEY							
FISCAL YEAR 2012-13 BUDGET							
RESERVE FOR REPLACEMENT							
#	Description	Dept	Purchase Date	Cost to Replace	Sched Years	Years until Rep	Notes
Park Equipment							
Replacement of park equipment items is the responsibility of North Clackamas Park and Recreation District (NCPRD).							
The City retains the items on the list in order to notify NCPRD when replacement is required.							
Quantities				Price/each			
200' & Gate	6' Wood fence-west by Parkside	Parks		8,000		-	
1	Baseball # 1 by p.w. shop	Parks		12,000		-	
1	Baseball # 2 - by upper parking lot	Parks		12,000		-	
1	Basketball court	Parks		15,000		-	
4	Bleachers	Parks		5,000		-	
1	Crawl tubes	Parks		3,000		-	
4	Drinking Fountains concrete	Parks		3,500		-	
1	Lower bunker 20'X30'	Parks		600		-	
8	Park Bench	Parks		20,000		-	
1	Park footbridge 5'X40'	Parks		15,000		-	
1	Sand box	Parks		600		-	
6	Scout Bench	Parks		10,000		-	
10	Signage	Parks		1,000		-	
1	Swingset	Parks		6,000		-	
1	Teeter Totter	Parks		2,500		-	
1	Tennis court	Parks		25,000		-	
1	Baseball # 3 - lower end of park	Parks		12,000		2	
1	Boardwalk	Parks		150,000		2	
2	Observation decks	Parks		10,000		2	
5	Parking lots	Parks		400,000		2	
1	Soccer-lacrosse # 2middle	Parks		12,000		2	
1	Soccer-lacrosse #1 upper end	Parks		12,000		2	
1	Soccer-lacrosse #3 lower end	Parks		12,000		2	
8	Bar-B-Ques	Parks		4,000		5	
3	Horseshoe pits	Parks		3,000		5	
1	Scott creek trail Boardwalk	Parks		50,000		7	
1	Badmitten Court	Parks		7,500		10	
1	Blue heron footbridge 5'X 21'	Parks		10,000		10	
1	Covered picnic area "A"	Parks		25,000		10	
1	Covered picnic area "B"	Parks		25,000		10	

Reserve for Replacement Fund Schedule


CITY OF HAPPY VALLEY							
FISCAL YEAR 2012-13 BUDGET							
RESERVE FOR REPLACEMENT							
							
#	Description	Dept	Purchase Date	Cost to Replace	Sched Years	Years until Rep	Notes
2	Dog runs #1 & #2	Parks		15,000		10	
2	Drinking Fountains dog runs	Parks		3,500		10	
1	Drinking Fountains Tot park	Parks		3,500		10	
5	Memorial Benches	Parks		12,500		10	
52	Picnic tables	Parks		26,000		10	
1	Playground equip park	Parks		60,000		10	
1	playground equip tot park	Parks		40,000		10	
1	Splash pad	Parks	6/30/2007	200,000		10	
1	Volleyball Court	Parks		10,000		10	
1	Gazebo Rebstock	Parks		15,000		15	
1	Lower restrooms	Parks		500,000		15	
1	Upper restrooms	Parks	6/30/2007	750,000		15	
1	Gazebo	Parks		100,000		25	
Park Equipment Total				2,607,200			



**City of Happy Valley
Fiscal Year 2012 - 2013 Budget**

**Total – All Funds by Category
Total – General Fund by Category**

**CITY OF HAPPY VALLEY
FY 2012-2013 BUDGET**


						Budget for Fiscal Year 2012-2013			
Preceding	Preceding	Adopted							
Year 09-10	Year 10-11	Budget		DESCRIPTION	Proposed	Approved			
Total - All Funds by Category								Change from Prior Year Budget	
1	5,222,001	6,741,722	5,855,019	BFB	6,291,475	6,291,475	7.5%	436,456	
2	1,953,468	2,168,956	1,956,601	Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	2,346,500	2,346,500	19.9%	389,899	
3	1,075,757	1,160,494	1,250,282	Intergovernmental	1,540,750	1,540,750	23.2%	290,468	
4	2,061,390	957,337	887,533	Interfund Transfers	2,660,045	2,660,045	199.7%	1,772,512	
5	377,362	226,008	152,565	All Other Resources	93,000	93,000	-39.0%	(59,565)	
6	3,173,949	3,279,877	3,368,624	Property Taxes	3,440,000	3,440,000	2.1%	71,376	
7	13,863,927	14,534,394	13,470,624	Total Resources	16,371,770	16,371,770			
8	2,959,988	2,906,129	3,193,095	Personnel Services	3,548,730	3,548,730	11.1%	355,635	
9	3,179,306	2,973,401	3,486,774	Materials & Services	3,899,500	3,899,500	11.8%	412,726	
10	386,439	321,705	2,175,898	Capital Outlay	2,456,818	2,456,818	12.9%	280,920	
11	376,956	374,413	380,000	Debt Service	381,000	381,000	0.3%	1,000	
12	712,459	957,337	887,533	Transfers	2,660,045	2,660,045	199.7%	1,772,512	
13	-	-	3,347,324	Contingency	2,425,677	2,425,677	-27.5%	(921,647)	
14	-	-	-	Reserved for Future Expenditures	1,000,000	1,000,000		1,000,000	
15	7,615,148	7,532,985	13,470,624	Total Requirements	16,371,770	16,371,770			
Total - General Fund by Category									
1	5,236,491	4,172,598	3,942,983	Revenues	5,054,045	5,054,045	28.2%	1,111,062	
2	729,300	2,334,957	1,843,000	BFB	2,000,000	2,000,000	8.5%	157,000	
3	5,965,791	6,507,555	5,785,983	Total Resources	7,054,045	7,054,045			
4	2,555,950	2,719,712	2,818,790	Personnel Services	3,106,470	3,106,470	10.2%	287,680	
5	898,366	700,602	914,127	Materials & Services	1,119,300	1,119,300	22.4%	205,173	
6	669,459	550,877	440,000	Transfers	1,612,800	1,612,800	266.5%	1,172,800	
7	1,842,016	2,536,364	1,613,066	Contingency	1,215,475	1,215,475	-24.6%	(397,591)	
8	5,965,791	6,507,555	5,785,983	Total Requirements	7,054,045	7,054,045			




**City of Happy Valley
Fiscal Year 2012 - 2013 Budget**

**Fund Data
Revenue by Type
Expenditures by Department by Category**


CITY OF HAPPY VALLEY
FY 2012-2013 BUDGET

										
			Adopted	Budget for Fiscal Year 2012-2013						
Preceding	Preceding	Budget								
Year 09-10	Year 10-11	Year 11-12		DESCRIPTION	Proposed	Approved				
General Fund										
Revenues										
1	1,040,129	1,081,836	1,103,374	Property Taxes	1,140,000	1,140,000	3.3%	36,626		
2	244,998	263,394	245,200	State Shared Revenues	306,000	306,000	24.8%	60,800		
3	790,438	749,143	706,305	Franchise Fees	789,000	789,000	11.7%	82,695		
4	120,833	117,890	128,028	Licenses, Permits, and Fees	139,000	139,000	8.6%	10,972		
5	495,683	647,342	576,908	Planning, Engineering, Bldg Fees	971,500	971,500	68.4%	394,592		
6	397,683	525,010	420,988	Municipal Court	318,000	318,000	-24.5%	(102,988)		
7	354,849	294,569	336,082	Intergovernmental	379,400	379,400	12.9%	43,318		
8	317,444	150,514	88,565	Misc Revenue	60,000	60,000	-32.3%	(28,565)		
9	1,474,434	342,900	337,533	Transfers From other Funds	951,145	951,145	181.8%	613,612		
10	5,236,491	4,172,598	3,942,983	Total Revenue	5,054,045	5,054,045	28.2%	1,111,062		
11										
12				Expenditures by Department						
13	779,597	959,642	1,019,370	Personnel Services	1,031,800	1,031,800	1.2%	12,430		
14	486,676	321,953	473,814	Materials and Services	615,800	615,800	30.0%	141,986		
15	1,266,273	1,281,595	1,493,184	Total General Administration	1,647,600	1,647,600	10.3%	154,416		
16										
17	445,474	555,330	606,300	Personnel Services	668,795	668,795	10.3%	62,495		
18	140,858	132,066	123,898	Materials and Services	118,000	118,000	-4.8%	(5,898)		
19	586,332	687,396	730,198	Total Comm Svcs/Public Safety	786,795	786,795	7.8%	56,597		
20										
21	975,147	857,841	941,380	Personnel Services	1,068,785	1,068,785	13.5%	127,405		
22	79,436	113,594	129,150	Materials and Services	174,500	174,500	35.1%	45,350		
23	1,054,583	971,435	1,070,530	Total Eco & Community Development	1,243,285	1,243,285	16.1%	172,755		
24										


CITY OF HAPPY VALLEY
FY 2012-2013 BUDGET

								
			Adopted		Budget for Fiscal Year 2012-2013			
	Preceding	Preceding	Budget					
	Year 09-10	Year 10-11	Year 11-12	DESCRIPTION	Proposed	Approved		
				General Fund				
				Expenditures by Department				
25	159,582	249,848	135,820	Personnel Services	208,030	208,030	53.2%	72,210
26	97,014	36,110	61,600	Materials and Services	74,000	74,000	20.1%	12,400
27	256,596	285,958	197,420	Total Public Works	282,030	282,030	42.9%	84,610
28								
29	196,150	97,051	115,920	Personnel Services	129,060	129,060	11.3%	13,140
30	94,382	96,879	125,665	Materials and Services	137,000	137,000	9.0%	11,335
31	290,532	193,930	241,585	Total Parks	266,060	266,060	10.1%	24,475
32								
33	125,503	21,440	-	Transfers To Other Funds	-	-		
33	-	60,000	60,000	To Reserve for Pension Fund	60,000	60,000		-
34	-	-	-	To Res for Gen Operations Fund	1,000,000	1,000,000		1,000,000
35	167,000	95,024	-	To Reserve for Replacement Fund	171,800	171,800		171,800
36	376,956	374,413	380,000	To Debt Service Fund	381,000	381,000		1,000
37	669,459	550,877	440,000	Total Transfers	1,612,800	1,612,800	266.5%	1,172,800
38								
39	-	-	1,613,066	Contingency	1,215,475	1,215,475		(397,591)
40								
41	4,123,775	3,971,191	5,785,983	Total Requirements	7,054,045	7,054,045	21.9%	1,268,062
42								
43	1,112,716	201,407	(1,843,000)	Balance, (Deficit)	(2,000,000)	(2,000,000)		
44	729,300	2,334,957	1,843,000	Beginning Fund Balance	2,000,000	2,000,000		
45	1,842,016	2,536,364	-	Ending Fund Balance	-	-		


CITY OF HAPPY VALLEY
FY 2012-2013 BUDGET

						Budget for Fiscal Year 2012-2013			
Preceding	Preceding	Adopted							
Year 09-10	Year 10-11	Budget		DESCRIPTION	Proposed	Approved			
		Year 11-12							
Street Fund									
Revenue									
1	475,910	602,531	669,000	State Shared Revenues	800,000	800,000	19.6%	131,000	
2	-	-	-	Intergovernmental	55,350	55,350		55,350	
3	4,759	5,591	5,000	Misc Revenue	2,000	2,000	-60.0%	(3,000)	
4									
5	480,669	608,122	674,000	Total Revenue	857,350	857,350			
6									
7				Expenditures					
8	246,901	162,052	341,505	Personnel Services	442,260	442,260	29.5%	100,755	
9	123,127	90,213	175,990	Materials and Services	207,000	207,000	17.6%	31,010	
10	187,318	26,345	388,837	Capital Outlay	495,546	495,546	27.4%	106,709	
11	-	69,208	72,668	Transfer to General Fund	88,144	88,144	21.3%	15,476	
12	43,000	85,000	85,000	Transfer to Reserve for Replacment	85,000	85,000	0.0%	-	
13	600,346	432,818	1,064,000	Total Requirements	1,317,950	1,317,950			
14									
15	(119,677)	175,304	(390,000)	Balance, (Deficit)	(460,600)	(460,600)			
16									
17	386,212	266,535	390,000	Beginning Fund Balance	460,600	460,600			
18									
19	266,535	441,839	-	Ending Fund Balance	-	-			
20									
21									


**CITY OF HAPPY VALLEY
FY 2012-2013 BUDGET**

				Adopted		Budget for Fiscal Year 2012-2013		
Preceding	Preceding	Budget		Proposed		Approved		
Year 09-10	Year 10-11	Year 11-12		DESCRIPTION				
1				SDC Fund				
2				Revenue				
3	48,581	29,579	24,372	System Development Fees	24,000	24,000	-1.5% (372)	
4	21,376	3,163	5,000	Interest	4,000	4,000	-20.0% (1,000)	
5	69,957	32,742	29,372	Total Revenues	28,000	28,000		
6								
7				Expenditures				
8	24,400	181,616	1,129,372	Capital Outlay	1,078,000	1,078,000	-4.5% (51,372)	
9	24,400	181,616	1,129,372	Total Requirements	1,078,000	1,078,000		
10								
11	45,557	(148,874)	(1,100,000)	Balance, (Deficit)	(1,050,000)	(1,050,000)		
12								
13	1,310,143	1,355,701	1,100,000	Beginning Fund Balance	1,050,000	1,050,000		
14								
15	1,355,700	1,206,827	-	Ending Fund Balance	-	-		


**CITY OF HAPPY VALLEY
FY 2012-2013 BUDGET**

				Adopted	 DESCRIPTION	Budget for Fiscal Year 2012-2013			
Preceding	Preceding	Budget		Proposed		Approved			
Year 09-10	Year 10-11	Year 11-12							
Pedestrian Improvement Projects Fund									
Revenue									
1	100,250	99,992	100,000		Franchise Fees	105,000	105,000	5.0%	5,000
2	8,314	894	9,000		Interest	2,000	2,000	-77.8%	(7,000)
3	108,564	100,886	109,000		Total Revenue	107,000	107,000	-1.8%	(2,000)
4									
Expenditures									
6	32,665	-	-		Personnel Services	-	-		
7	4,000	-	10,700		Materials and Services	12,000	12,000	12.1%	1,300
8	-	30,240	621,689		Capital Outlay	483,272	483,272	-22.3%	(138,417)
9	-	12,981	13,630		Transfer to General Fund	41,728	41,728	206.1%	28,098
10	36,665	43,221	646,019		Total Requirements	537,000	537,000	-16.9%	(109,019)
11									
12	71,899	57,665	(537,019)		Balance, (Deficit)	(430,000)	(430,000)		
13									
14	567,473	639,372	537,019		Beginning Fund Balance	430,000	430,000		
15									
16	639,372	697,037	-		Ending Fund Balance	-	-		


**CITY OF HAPPY VALLEY
FY 2012-2013 BUDGET**

						Budget for Fiscal Year 2012-2013			
Preceding	Preceding	Adopted							
Year 09-10	Year 10-11	Budget		DESCRIPTION	Proposed	Approved			
Year 09-10	Year 10-11	Year 11-12							
Public Safety Fund									
Revenues									
1	2,133,820	2,198,041	2,265,250	Property Taxes	2,300,000	2,300,000	1.5%	34,750	
2	25,469	65,846	45,000	Misc Revenue	25,000	25,000	-44.4%	(20,000)	
3	2,159,289	2,263,887	2,310,250	Total Revenues	2,325,000	2,325,000	0.6%	14,750	
4									
Expenditures									
6	124,472	24,365	32,800	Personnel Services	-	-			
7	2,139,473	2,166,836	2,335,557	Materials and Services	2,396,200	2,396,200	2.6%	60,643	
8	-	239,271	251,235	To General Fund	216,398	216,398	-13.9%	(34,837)	
9	-	-	25,000	To Reserve for Replacement Fund	11,100	11,100	-55.6%	(13,900)	
10	-	-	940,658	Contingency	701,302	701,302	-25.4%	(239,356)	
11									
12	2,263,945	2,430,472	3,585,250	Total Requirements	3,325,000	3,325,000	-7.3%	(260,250)	
13									
14	(104,656)	(166,585)	(1,275,000)	Balance, (Deficit)	(1,000,000)	(1,000,000)			
15									
16	1,682,291	1,577,636	1,275,000	Beginning Fund Balance	1,000,000	1,000,000			
17									
18	1,577,635	1,411,051	-	Ending Fund Balance	-	-			


**CITY OF HAPPY VALLEY
FY 2012-2013 BUDGET**

						Budget for Fiscal Year 2012-2013			
Preceding	Preceding	Adopted							
Year 09-10	Year 10-11	Budget		DESCRIPTION	Proposed	Approved			
Year 09-10	Year 10-11	Year 11-12							
				Reserve for Pension Fund					
				Revenue					
1	-	60,000	60,000	Transfer from General Fund	60,000	60,000	0.0%	-	
2	-	60,000	60,000	Total Revenue	60,000	60,000			
3									
4				Expenditures					
5	-	-	120,000	Contingency	180,000	180,000	50.0%	60,000	
6	-	-	120,000	Total Requirements	180,000	180,000			
7									
8	-	60,000	(60,000)	Balance, (Deficit)	(120,000)	(120,000)			
9									
10	-	-	60,000	Beginning Fund Balance	120,000	120,000			
11									
12	-	60,000	-	Ending Fund Balance	-	-			


**CITY OF HAPPY VALLEY
FY 2012-2013 BUDGET**

						Budget for Fiscal Year 2012-2013	
Preceding	Preceding	Adopted					
Year 09-10	Year 10-11	Budget		DESCRIPTION	Proposed	Approved	
Year 09-10	Year 10-11	Year 11-12					
Reserve for General Operations Fund							
Revenue							
1	-	-	-	Transfer from General Fund	1,000,000	1,000,000	
2	-	-	-	Total Revenue	1,000,000	1,000,000	
3							
4							
5	-	-	-	Balance, (Deficit)	1,000,000	1,000,000	
6							
Reserved for Future Expenditures							
7	-	-	-		1,000,000	1,000,000	


CITY OF HAPPY VALLEY
FY 2012-2013 BUDGET

				Adopted		Budget for Fiscal Year 2012-2013		
Preceding	Preceding	Budget		Proposed		Approved		
Year 09-10	Year 10-11	Year 11-12		DESCRIPTION				
				Reserve for Replacement Fund				
				Revenue				
1	210,000	180,024	110,000	Transfers In	267,900	267,900	143.5%	157,900
2	210,000	180,024	110,000	Total Revenue	267,900	267,900		
3								
4				Expenditures				
5	14,340	15,750	50,400	Materials and Services	165,000	165,000	227.4%	114,600
6	174,721	83,504	36,000	Capital Outlay	400,000	400,000	1011.1%	364,000
5	-	-	673,600	Contingency	328,900	328,900	-51.2%	(344,700)
7	189,061	99,254	760,000	Total Requirements	893,900	893,900		
8								
9	20,939	80,770	(650,000)	Balance, (Deficit)	(626,000)	(626,000)		
10	546,582	567,521	650,000	Beginning Fund Balance	626,000	626,000		
11	567,521	648,291	-	Ending Fund Balance	-	-		

**CITY OF HAPPY VALLEY
FY 2012-2013 BUDGET**

				Adopted		Budget for Fiscal Year 2012-2013		
Preceding	Preceding	Budget		Proposed		Approved		
Year 09-10	Year 10-11	Year 11-12		DESCRIPTION				
				Reserve for Debt Service Fund				
				Revenue				
1	376,956	374,413	380,000	Transfer from General Fund	381,000	381,000	0.3%	
2	376,956	374,413	380,000	Total Revenue	381,000	381,000		
3								
4				Expenditures				
5	175,000	180,000	185,000	Principal Payment	186,000	186,000	0.5%	
6	201,956	194,413	195,000	Interest Payment	195,000	195,000	0.0%	
7	376,956	374,413	380,000	Total Requirements	381,000	381,000		
8								
9	-	-	-	Balance, (Deficit)	-	-		
10	-	-	-	Ending Fund Balance	-	-		

**CITY OF HAPPY VALLEY
FY 2012-2013 BUDGET**

								
			Adopted		Budget for Fiscal Year 2012-2013			
	Preceding	Preceding	Budget					
	Year 09-10	Year 10-11	Year 11-12	DESCRIPTION	Proposed	Approved		
				Building Dept Fund				
				Expenditures				
1	-	-	-	Transfer to General Fund	604,875	604,875		
2	-	-	-	Total Requirements	604,875	604,875		
3								
4	-	-	-	Balance, (Deficit)	(604,875)	(604,875)		
5	-	-	-	Beginning Fund Balance	604,875	604,875		
6	-	-	-	Ending Fund Balance	-	-		