

# City of Happy Valley

## 2005-2006 ADOPTED BUDGET

12915 S.E. KING ROAD, HAPPY VALLEY, OR 97236-6298  
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# City of Happy Valley Fiscal Year 2005 - 2006 Budget

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# City of Happy Valley

## Fiscal Year 2005 - 2006 Budget

### BUDGET COMMITTEE

Name	Address	Telephone	Term
<b>Citizen Volunteers</b>			
Jim Christensen	13030 SE Geneva Way, Portland 97236	503-760-7575	2004-2006
Markley Drake	10792 SE Tyler Road, Happy Valley 97236	503-775-2613	2005-2007
Al Luchini	11656 SE Verns Way, Happy Valley 97236	503-698-1196	2005-2005
Joe Hoffman	10852 SE Jason Court, Portland 97236	503-698-5137	2004-2006
Ron Till	12959 SE Spring Mountain Dr., Portland 97236	503-698-5952	2003-2005
<b>City Council Members</b>			
Chuck Dalich	13874 SE Rolling Meadows, Portland, 97236	503-698-5384	2004-2007
Lori DeRemer	12444 SE Spencer Court, Happy Valley 97236	503-760-8877	2005-2008
Jonathan Edwards	12500 SE Crest Way, Portland 97236	503-760-9299	2003-2006
Eugene Grant	11311 SE Charview Court, Portland, 97015	503-698-5822	2002-2005
Rob Wheeler	12088 SE Reginald Court, Clackamas, 97015	503-698-8409	2005-2008
<b>City Staff Members</b>			
	<b>12915 SE King Road, Portland, OR 97236</b>	<b>503-760-3325</b>	<b>503-760-9397 (fax)</b>
Wanda Kuppler	City Manager and Budget Officer	wandak@ci.happy-valley.or.us	
Cathy Daw	Assistant City Manager/Comm. Dev. Director	cathyd@ci.happy-valley.or.us	
Debbie Whitten	Finance Officer	debbiew@ci.happy-valley.or.us	
Marylee Walden	City Recorder	maryleew@ci.happy-valley.or.us	
Ed Cameron	Building Official	edc@ci.happy-valley.or.us	



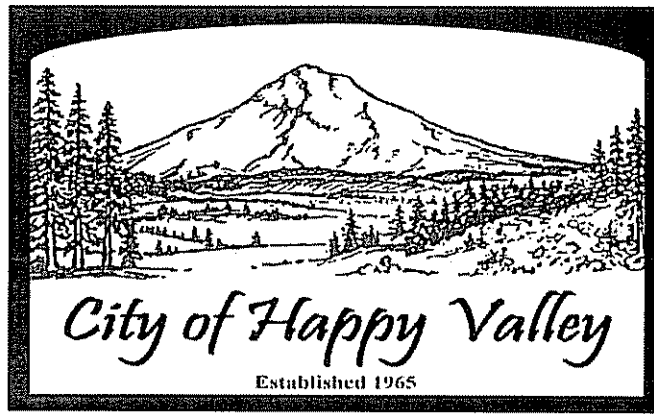
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**BUDGET MESSAGE AND EXECUTIVE SUMMARY**



## *Mission Statement*

*“Preserve the character of the community, as well as the health and welfare of its citizens.*

*Serve the citizens of the City by working with them to establish and maintain the City’s ordinances and State laws.*

*Enrich the lives of our citizens by careful planning for the future.”*

*To accomplish this Mission, staff will strive to:*

- *Manage growth*
- *Keep our citizens well-informed*
- *Provide a high level of service (to the public, builders and contractors)*
- *Maintain the unique quality of life in our community*
- *Provide safety and security*
- *Plan for future service needs*
- *Do our personal best*
- *Set achievable goals*

## *Motto*

*Our Mission is Our Community  
Working with you to preserve, serve, and enrich.*



## **City of Happy Valley Fiscal Year 2005 - 2006 Budget**

### **BUDGET MESSAGE**

**To: Mayor, City Council, Budget Committee Members and Citizens**

As required by Chapter 294 Section 294.305 to 294.520 of Oregon Revised Statutes and Chapter 2.04, Section 060 of the City of Happy Valley Charter, I submit the City's budget for Fiscal Year 2005-2006. This budget details the City's investment in the quality of life for our community.

#### **WHAT HAPPENED IN 2004-2005**

During the past fiscal year, many changes have occurred in and around our City. Numerous new developments have been approved and constructed. The twenty-one (21) new housing projects add the potential of 1500 new homes, many of which are now under construction. Happy Valley annexed approximately 900 acres east to SE 177<sup>th</sup>, the City of Damascus formed, and the Damascus/Boring/Happy Valley Concept planning process moved forward.

Other major accomplishments during the year included: completion of the SE 147<sup>th</sup>/152<sup>nd</sup> road realignment project; trail improvements; street improvements; establishment of a mission statement, motto, policies, procedures and job descriptions; implementation of a new and improved website; an in-house computer server system; a successful ballot measure; completion of a fee study and overhead cost plan; completion of an engineering study for sidewalks and street improvements (Super Block Study); implementation of a pavement management study and maintenance plan; space planning and utilization with Sera Architects; completion of several major recreational improvements at the park (i.e.: two new sections of boardwalk, additional picnic facilities, off-leash dog area, additional signage, etc.); a remodel in City Hall to create new offices; a remodel to provide additional space to City shop for Public Works use; establishing and implementing winter storm and emergency preparedness and response plans; improving the enforcement of the City's Municipal Code; and development of a Community Services Department to enhance and encourage public involvement.

Despite some staff changes and reassignments during the past year, employee morale is at an all time high, with the entire team focused on the future and the challenges that lay ahead. The Happy Valley team understands that the citizens of the City are our customers; and customer service is a top priority. In addition, the City does not (and never has) operated on a "use it or lose it" mentality; we run "lean and mean" maintaining expense levels consistently under budget.

#### **WHERE ARE WE GOING IN 2005-2006**

The budget for 2005-2006 will be an important tool enabling staff to implement the Mission Statement of the City of Happy Valley as it was defined in December, 2004. This Mission Statement underscores the need to be responsive to the community while maintaining fiscal responsibility with taxpayer dollars. A copy of the mission statement and motto are included in the budget document. It will empower the City staff to translate the goals of the City into realities.

As you look through the 2005-2006 budget you will note some changes. The basic format of the budget has been changed to enhance readability and establish clarity between line items and their descriptions. Departments and line items were added to better reflect actual expenditures. Budget items that were previously "lumped" into just one department are being accounted for in the department that actually received the goods or services. These changes will help department managers better track their actual costs and expenditures.

This budget also reflects our changing landscape – available vacant lands, the potential for annexation and development of commercial and industrial properties, and other future annexation possibilities have all been considered in the preparation of this budget document.





## City of Happy Valley Fiscal Year 2005 - 2006 Budget

The following are important factors considered in the budget and accounted for in each departmental summary:

- **Future Expansion**

Expanding the commercial and industrial property base within the City is a major focus for the coming year. In preparation of their budgets, all departments have included items not only the costs that will be incurred (staff and material costs) during the actual annexation process, but also costs for the service needs of the properties when the annexation process is completed. The 2005-2006 budget shows that expenses increase without an offset increase in revenue. The City will not receive the actual property taxes for the annexed properties until November 2006, but will need to begin providing services immediately. Anticipated increases in revenues from fee driven services, such as planning and building services, have been included in the budget.

In May of 2002 a fund was established for future expansion needs. With annexation being a focal point in this budget, the funds from this account have been transferred to the General Fund. These funds have been budgeted in the General Government and Community Development Departments to offset staff time, materials and services, and other annexation related expenses.

- **Pavement Management and Maintenance Plan**

In the past year, a pavement management and maintenance plan for all streets within the City was completed. This plan includes a maintenance schedule and a tracking module, which if followed, will keep the roads and streets throughout the City in reasonably good condition and extend their lifespan. Funds have been budgeted in the Street Fund and Public Works to complete the maintenance, as recommended in the first of a six (6) year program, throughout the City.

- **City Hall Facility**

A big challenge facing Happy Valley in the coming year is the capacity capability of City Hall. It cannot house the staff needed or provide adequate meeting spaces for a growing city. Another double-wide modular unit is planned to house the building department as a temporary solution. A new City Hall Fund has been established in this budget. This fund will be dedicated to building a larger City Hall facility with room to house all City staff. A portion of the end of year (2004-2005) carry-over from the General Fund and Building Department Fund will be transferred to this fund. Under ideal conditions, it will take a minimum of 18-24 months to have a facility constructed. By establishing a fund and dedicating money now for a new facility, the City should have a small debt to service ratio when that facility is completed.

- **Personnel and Benefit Package**

It is important that the City staff provide high levels of customer service for our citizens. The City is very lucky to have a staff of people who are willing to go the extra mile. The City needs to attract and retain qualified and talented staff to meet its needs as it continues to grow and change. In this budget, each department has reviewed its current staffing level, and analyzed its potential needs if growth occurs as anticipated in the coming year. Each Department also looked at skill level requirements, industry trends, as well as other jurisdictions pay rates and benefit packages, all in an effort to have available the tools to attract and retain quality staff.

The budget reflects additional staff positions. Additional staff will ONLY be added if the service demands from new properties become more than the current staff can handle.

- **COLA and Merit Increases**

The budget reflects a maximum increase of 4% for staff costs. A COLA increase of 2.3% has been budgeted for all employees, with a 1.7% merit increase for employees that have exceeded goals and expectations of their department managers.



## City of Happy Valley Fiscal Year 2005 - 2006 Budget

### o **Benefits**

The rising cost of health insurance premiums caused the City staff to look at alternatives to the current health insurance benefits. To be competitive in the job market and to attract future employees, the City has broached the idea of offering partially paid family coverage, as well as employee and spouse coverage. An Insurance Committee was formed, with various staff members participating, to look at health plan options available to the City through its insurance carrier, City/County Insurance Services (CIS). After careful review, their recommendation was to change options within our current health insurance plan to a Preferred Provider Plan offered by CIS. By making this change, the overall premium would decrease sufficiently to offset the cost of including family coverage for employees with families. Employees would be required to pay a minimal contribution each pay period if they have full family coverage. This will be a great benefit to offer to both current and future employees, and the additional cost to the City is minimal.

The Insurance Committee also made a recommendation that long term disability be added to the benefit package for employees. The total cost to offer this insurance for ALL current employees will be approximately \$350 per month, or an average of \$14 per month per employee. This expenditure is a new budgeted line item.

### **EXECUTIVE SUMMARY**

The Executive Summary on pages 7 – 11 of this budget document will give you a quick overview of the changes that have occurred on a department by department, and fund by fund basis.

### **ACKNOWLEDGEMENTS**

As you review this budget document, you will find that each department gives a detailed description of their programs, goals, and expenditures. Every member of the City staff worked together to prepare this budget. It is the culmination of efforts by a group of professional and talented individuals working together as a team. Many thanks go to Debbie Whitten, our Finance Officer, for being the Team Leader and for her patience, understanding, and diligence throughout this process. We believe we have created a budget that best serves the citizens of Happy Valley now, and builds the foundation for what Happy Valley can, and will, be in the future.

I also want to thank you, the members of the City Council and Budget Committee, for your careful analysis of the budget, and your continuing support throughout the year. It is engaged and involved citizens like you that make Happy Valley a great place to work and a great place to live. Thank you.

Respectfully submitted,

Wanda M. Kuppler  
City Manager and Budget Officer



## City of Happy Valley Fiscal Year 2005 - 2006 Budget

### EXECUTIVE SUMMARY

#### ECONOMIC INFLUENCES:

This year, the budget continues to be strongly influenced by continuing population and housing growth. Consequently, demand for services from both our new and established citizens remains strong.

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	2004-05 Budget	2005-06 Budget	Percent Change	Reason for Change
<b>General Fund</b>				
<b>General Government:</b>				
Revenue	3,345,000	4,290,000	28.3%	Larger carryover from prior year and increase in property tax revenue, franchise fees and revenue share expected
<i>Expenditures:</i>				
Personal Services	289,580	276,940	-4.4%	Payroll allocated to other funds/departments
Materials and Services	235,700	256,000	8.6%	Increase in costs due to City expansion and planning for future growth
Capital Outlay	75,000	15,000	-80.0%	Last year included new server
<b>Public Safety/Community Services:</b>				
Revenue	96,500	334,000	246.1%	Increase in code enforcement, added business licenses and applying for and budgeting for potential grants
<i>Expenditures:</i>				
Personal Services	40,640	202,730	389.8%	Added code enforcement/community services staff and increase in court staff
Materials and Services	46,400	142,300	206.7%	Added code enforcement/community services cost and grant spending
Capital Outlay	2,500	90,000	3,500%	Grant spending
<b>Community Development:</b>				
Revenue	182,000	130,000	-28.6%	Reduction of developable land inventory
<i>Expenditures:</i>				
Personal Services	512,200	526,250	2.7%	Maintain level of staffing
Materials and Services	394,000	216,100	-45.2%	Decrease in contract services needed
Capital Outlay	10,000	7,500	-25.0%	Less equipment needed
<i>Other:</i>				
Transfers In	0	250,000	100.0%	Closing Future Expansion Fund



## City of Happy Valley Fiscal Year 2005 - 2006 Budget

Fund/Department	2004-05 Budget	2005-06 Budget	Percent Change	Reason for Change
<b>Public Works:</b>				
Revenue	1,062,000	712,000	-33.0%	Realistic estimate for construction fees
<i>Expenditures:</i>				
Personal Services	199,730	238,700	19.5%	Planning for additional staff
Materials and Services	59,500	113,700	91.1%	Increase in costs due to City expansion and erosion control costs
Capital Outlay	808,000	25,000	-96.9%	Last year included City Hall remodel
<b>Parks:</b>				
<i>Expenditures:</i>				
Personal Services	129,800	105,950	-18.4%	Reallocate of staff to Streets
Materials and Services	42,900	43,850	2.2%	Normal increase in costs
Capital Outlay	87,500	58,000	-33.7%	Last year included purchase of land for along the Scott Creek Lane Trail
<b>Other:</b>				
Transfers Out	1,145,000	3,010,000	162.9%	Transferring large amount to New City Hall Fund
Contingency	250,000	387,980	55.2%	Larger amount available to hold as contingency if future expansion costs are greater than anticipated
<b>Building Department Fund</b>				
Revenue	2,917,950	4,132,700	41.6%	Increased residential building expected and potential for commercial properties annexed to the City
<i>Expenditures:</i>				
Personal Services	787,720	1,004,140	27.8%	Increase in staffing to accommodate increase in building permits
Materials and Services	1,498,860	1,713,560	14.3%	Increase in operating costs due to increase in building permits
Capital Outlay	290,000	120,000	-95.9%	Last year included City Hall remodel
Transfers	0	870,000	100%	Transferring building departments proportional share of the anticipated cost of the New City Hall
Contingency	341,370	425,000	24.5%	Larger amount available to hold as contingency if permit levels increase at a greater than anticipated rate
<b>Street Fund</b>				
Revenue	752,500	928,000	23.3%	Larger carryover from prior year and increase in gas tax revenue
<i>Expenditures:</i>				
Personal Services	121,820	137,150	12.6%	Increase in staffing costs for increase in reconstruction work
Materials and Services	350,680	179,500	-48.8%	Expect less contract engineering will be needed
Capital Outlay	280,000	611,350	118.3%	More street reconstruction expected per pavement management plan



## City of Happy Valley Fiscal Year 2005 - 2006 Budget

Fund/Department	2004-05 Budget	2005-06 Budget	Percent Change	Reason for Change
SDC Fund				
Revenue	2,160,000	2,410,000	11.6%	Larger carryover from prior year
Expenditures:				
Capital Outlay	2,160,000	2,410,000	11.6%	More money available for capital im- provements
Road Improvement Fund				
Revenue	2,258,000	644,000	-71.5%	Less cooperative projects planned
Expenditures:				
Materials and Services	750,000	100,000	-86.7%	Less money available due to de- crease in cooperative projects
Capital Outlay	1,508,000	544,000	-63.9%	Less money available due to de- crease in cooperative projects
Law Enforcement Fund				
Revenue	968,000	1,373,000	41.8%	Larger carryover from prior year and increase in property tax revenue ex- pected
Expenditures:				
Materials and Services	820,000	1,173,000	43.1%	Plan on increased police services
Contingency	148,000	200,000	35.1%	Larger amount available to hold as contingency
RESERVE FUNDS				
Pension:				
Revenue	347,000	353,000	1.7%	Larger carryover from prior year and a transfer from the general fund is not planned this year
Expenditures:				
Personal Services	347,000	353,000	1.7%	Anticipating \$50,000 will be charged to this account to offset the PERS rate increase this fiscal year
Future Expansion:				
Revenue	362,000	250,000	-30.9%	This fund is being eliminated this year - a transfer from the general fund is not planned
Expenditures:				
Personal Services	57,300	0	-100%	This fund is being eliminated with a transfer of the balance to the general fund
Materials and Services	282,000	0	-100%	
Transfers	0	250,000	100%	
New City Hall:				
Revenue	0	2,880,000	100%	New fund that is being funded with transfers from the general fund and the building department fund
Expenditures:				
Capital Outlay	0	2,880,000	100%	Reserving funds for the purchase of a new city hall



## City of Happy Valley Fiscal Year 2005 - 2006 Budget

The City of Happy Valley is very diligent to ensure fiscal responsibility. The chart below shows that the City consistently spends below the budgeted amount and strives to operate each year with an increase to the Fund Balance.

	<b>1998-99 Budgeted</b>	<b>1998-99 Actual</b>	<b>1999-00 Budgeted</b>	<b>1999-00 Actual</b>	<b>2000-01 Budgeted</b>	<b>2000-01 Actual</b>
Revenue (+)	4,125,000	2,258,516	3,223,000	2,159,744	5,134,000	2,368,249
Expenditures (-)	4,125,000	2,182,902	3,223,000	1,751,017	5,134,000	2,384,205
<b>Increase to Fund Balance (+)</b>		<b>75,614</b>		<b>408,727</b>		<b>-15,956</b>
Fund Balance Carryover		1,823,252		1,898,866		2,307,593
Ending Fund Balance		1,898,866		2,307,593		2,291,637

	<b>2001-02 Budgeted</b>	<b>2001-02 Actual</b>	<b>2002-03 Budgeted</b>	<b>2002-03 Actual</b>	<b>2003-04 Budgeted</b>	<b>2003-04 Actual</b>
Revenue (+)	9,669,070	2,780,048	7,392,580	4,162,015	12,255,650	6,405,894
Expenditures (-)	9,669,070	1,988,697	7,392,580	3,235,490	12,255,650	4,594,729
<b>Increase to Fund Balance (+)</b>		<b>791,351</b>		<b>926,525</b>		<b>1,811,165</b>
Fund Balance Carryover		2,291,637		3,082,988		4,009,513
Ending Fund Balance		3,082,988		4,009,513		5,820,678



## City of Happy Valley Fiscal Year 2005 - 2006 Budget

The following table is a summary of the above charts that show actual unspent revenue on a yearly basis that are shown in the ending fund balance.

### SUMMARY 1998-2004

	<b>1998-99 Actual</b>	<b>1999-00 Actual</b>	<b>2000-01 Actual *</b>	<b>2001-02 Actual</b>	<b>2002-03 Actual</b>	<b>2003-04 Actual</b>
Revenue (+)	2,258,516	2,159,744	2,368,249	2,780,048	4,162,015	6,405,894
Expenditures (-)	2,182,902	1,751,017	2,384,205	1,988,697	3,235,490	4,594,729
<b>Increase to Fund Balance (+)</b>	<b>75,614</b>	<b>408,727</b>	<b>-15,956</b>	<b>791,351</b>	<b>926,525</b>	<b>1,811,165</b>
Fund Balance Carryover (+)	1,823,252	1,898,866	2,307,593	2,291,637	3,082,988	4,009,513
Ending Fund Balance	1,898,866	2,307,593	2,291,637	3,082,988	4,009,513	5,820,678

\*NOTE: During 2000-01 budget year the half-street improvements on SE 129th Avenue (from King Road to Scott Creek) were completed. This project was paid for from the Transportation SDC Funds, and cost more than the SDC dollars collected in this fiscal year.



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**City of Happy Valley  
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**SALARY SUMMARY**



## City of Happy Valley Fiscal Year 2005 - 2006 Budget

### SALARY SUMMARY

- This page summarizes salaries for all departments and funds. The combining statement is used to better show the cost of each group of employees and to clearly show the Full Time Equivalent (FTE) budgeted for each fund and department as well as the City as a whole.
- FTE is used to determine hours worked in each department. One FTE is an 8-hour per day employee. The chart below shows positions included in the 2005-06 budget that are not currently filled.

Code Enforcement	1.00
Building Inspector	3.00
Building Clerical	1.00
Engineering in Training (EIT)	1.00
Public Works Clerical	1.00
Plans Examiner	1.00
Associate Planner	1.00
Administrative Clerk	1.00
Court Clerk	0.75
<b>TOTAL FTE's</b>	<b>10.75</b>

- Increases in personnel costs: Total 4% potential increase for current employees which includes 1) cost of living increase of 2.3% 2) Merit increases were limited to 1.7%. Unfilled positions are included in the budgeted personnel costs. These positions will only be filled if workload requires and funding is available.
- New benefit proposed in this year's budget:
  - **Disability Insurance:** This year's budget includes the addition of disability insurance coverage for employees. This item is pending approval from City Council.
- Benefits required by law are:
  - **FICA**
  - **Tri-Met**
  - **Workers' Compensation** (Decrease of 38% due to more accurate budgeting for the various rates on types of work performed and reduced rates from our carrier).
- Benefits as offered in the City's employee manual include the following:
  - **Medical and Dental Benefits:** This budget proposes a change in medical insurance cover to a Preferred Provider Plan within the current carrier CIS Insurance. Changing plans would have significant savings and enable City to offer full family coverage to qualifying employees with minimal out of pocket costs (FTE-\$25 per pay period).
  - **Life Insurance:** After the 2004-05 budget was complete City Council approved the addition of life insurance benefit for employees with a coverage amount of \$15,000. This benefit was in place for the 2004-05 fiscal year.
  - **Retirement (PERS):** The difference between last year's rate of 8.33% and this year's rate of 13.17%, budgeted at \$50,000 will be charged to the Reserve for Pension Fund in all funds except the Building Department.

FY 2004-05 ADOPTED BUDGET							FY 2005-06 PROPOSED BUDGET								
City Manager	Admin Staff	Public Works	Build Insp/ Plans Exam	Non-Admin Clerical	Overtime	Total	Expenditure Description	City Manager	Admin Staff	Public Works	Build Insp/ Plans Exam	Non-Admin Clerical	Overtime	Total	
							General Fund								
							General Government								
33,800	69,400	18,200	-	63,000	5,000	189,400	Budget	41,500	62,300	-	-	71,400	5,000	180,200	
0.4500	1.1500	0.4000	-	2.1500		4.1500	FTE	0.4500	1.0500	-	-	2.2500		3.7500	
							Court								
-	-	-	-	26,200	-	26,200	Budget	-	52,300	-	-	81,600	-	133,900	
-	-	-	-	0.7500		0.7500	FTE	-	0.7500	-	-	2.3500		3.1000	
							Community Development								
11,300	48,000	60,000	-	225,800	5,000	350,100	Budget	18,500	170,300	12,300	-	159,700	5,000	365,800	
0.1500	0.7000	1.5000	-	4.6625		7.0125	FTE	0.2000	2.4500	0.2500	-	3.5125		6.4125	
							Public Works								
7,500	26,500	60,830	-	31,500	7,500	133,830	Budget	9,300	25,900	109,900	-	9,600	5,000	159,700	
0.1000	0.4000	1.8000	-	0.5000		2.8000	FTE	0.1000	0.4000	2.8000	-	0.1500		3.4500	
							Parks								
3,800	19,000	49,600	-	8,400	2,500	83,300	Budget	4,700	19,000	34,000	-	5,800	2,500	66,000	
0.0500	0.3000	1.6000	-	0.3000		2.2500	FTE	0.0500	0.3000	1.4000	-	0.2000		1.9500	
							Street Fund								
7,500	18,700	34,500	-	22,600	-	83,300	Budget	9,300	7,000	59,400	-	12,800	3,000	91,500	
0.1000	0.2500	0.8500	-	0.3500		1.5500	FTE	0.1000	0.1000	1.5500	-	0.2000		1.9500	
							Building Fund								
11,300	108,200	16,000	256,200	103,000	50,000	544,700	Budget	9,300	132,700	-	355,600	150,500	20,000	668,100	
0.1500	1.7000	0.3500	5.0000	2.9375		10.1375	FTE	0.1000	1.4500	-	7.0000	4.2175		12.7675	
							Future Dev. Fund								
-	36,300	-	-	21,000	-	57,300	Budget	-	-	-	-	-	-	-	
-	0.5000	-	-	0.3500		0.8500	FTE	-	-	-	-	-	-	-	
							Total								
75,200	326,100	239,130	256,200	501,500	70,000	1,468,130	Budget	92,600	469,500	215,600	355,600	491,400	40,500	1,665,200	
1.0000	5.0000	6.5000	5.0000	12.0000	-	29.5000	FTE	1.0000	6.5000	6.0000	7.0000	12.8800	-	33.3800	
							10,000	Unemployment							10,000
							112,350	Employer FICA							123,740
							302,990	Health Insurance							366,680
							27,820	Dental Insurance							30,130
							-	Life Insurance							5,100
							-	Disability Insurance							4,600
							20,590	Workers Comp Rates							12,490
							210,420	Retirement							263,530
							9,160	TriMet							10,390
							693,330	Total Benefits							826,660
							2,161,460	Total Salaries and Benefits							2,491,860
							347,000	PERS Budgeted in Pension Reserve Fund							353,000
							2,508,460	TOTAL SALARIES AND BENEFITS							2,844,860



**City of Happy Valley  
Fiscal Year 2005 - 2006 Budget**

**GENERAL FUND**



# **City of Happy Valley** **Fiscal Year 2005 - 2006 Budget**

## **GENERAL FUND**

- The General Fund accounts for all financial activities of the City of Happy Valley except for those that by law or council decision are accounted for in other funds. The City of Happy Valley's General Fund has five distinct departments: General Administration, Public Safety/Community Services, Community Development, Public Works, and Parks.
- Main sources of revenue in the General Fund are:
  - Construction fees paid by developers for improvement plan review and periodic construction supervision of street and storm drainage improvements to ensure compliance with current standards.
  - Land use and planning fees.
  - The City's portion of various State shared revenues.
  - Franchise fees from utilities operating within the City.
  - Property taxes.
- Expenditures in the five departments are primarily in the areas of personnel, materials and services, and capital outlay.

Budgets for Departments within the General Fund:

Historical Data			Department	Budget For Next Year 2005 - 2006		
Actual		Adopted Budget This Year 04 - 05		Proposed By Budget	Approved by Budget	Adopted By Governing
Preceding Year 02 - 03	Preceding Year 03 - 04					
369,985	331,696	600,280	General Government	547,940	547,940	547,940
31,342	60,444	89,510	Public Safety/Community Services	435,030	435,030	435,030
307,013	486,849	916,200	Community Development	749,850	749,850	749,850
126,298	156,273	1,067,230	Public Works	377,400	377,400	377,400
117,652	114,160	260,200	Parks	207,800	207,800	207,800
803,000	889,284	1,752,080	Transfers/Contingency	3,397,980	3,397,980	3,397,980
1,755,290	2,038,706	4,685,500	Total	5,716,000	5,716,000	5,716,000



**City of Happy Valley  
Fiscal Year 2005 - 2006 Budget**

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## City of Happy Valley Fiscal Year 2005 - 2006 Budget

### GENERAL GOVERNMENT

Manager: Marylee Walden

#### STATEMENT OF PURPOSE:

The 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 policy and initiatives that set the course for the future. Staff members include the City Manager, City Recorder/Human Resources, Finance Officer and Administrative Assistants. The Administrative 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, prospective residents and the elected and appointed officials of the City. These activities include:

1. Translating the City Council's goals and policies into budgetary priorities.
2. Efficient operation of the City's financial information system to provide timely, useful, and accurate financial information to the City Council, Budget Committee, and others.
3. Clerical support and receptionist services for all staff, recognizing the importance of accurate, timely, and courteous customer service.
4. 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.

#### PROGRAM OBJECTIVES:

1. Seek public involvement and support for City services and activities through effective communication with and responsiveness to citizens and other affected parties.
2. Facilitate City Council and community decision-making concerning growth management.
3. Work closely with City Council and other City departments to insure cost-effective services are provided, always striving to improve services and streamline procedures.
4. Provide a work environment that promotes customer service and maximizes the strengths of each City staff member by recognizing and furthering their knowledge, skills, abilities, and creativity.
5. Fully implement and utilize the City's recently installed Network file server to increase efficiency and establish a systematic means of information sharing and backup.
6. Enhance the City's presence on the worldwide web, creating an electronic link to the City's most frequently requested information as well as access to City application forms.

#### BUDGET SUMMARY:

Historical Data			Description	Budget For Next Year 2005 - 2006		
Actual		Adopted Budget This Year 04 - 05		Proposed By Budget	Approved by Budget	Adopted By Governing
Preceding Year 02 - 03	Preceding Year 03 - 04					
167,515	175,481	289,580	Personal Services	276,940	276,940	276,940
198,202	150,683	235,700	Material and Services	256,000	256,000	256,000
4,268	5,532	75,000	Capital Outlay	15,000	15,000	15,000
369,985	331,696	600,280	Total	547,940	547,940	547,940



## City of Happy Valley Fiscal Year 2005 - 2006 Budget

### GENERAL FUND *Revenue, General Government*


#### Line

2. **Beginning Working Capital:** Funds available but not spent during the previous fiscal year. This includes \$100,000 in fees collected by Community Development during 2004-05 that is for work to be completed during 2005-06.
3. **Uncollected Taxes:** Taxes levied in prior years but not collected until the current year.
4. **Interest Income:** The City's cash is invested in the Local Government Investment Pool, which is operated by the State of Oregon Treasury. State law limits how the City may invest funds. The State Pool provides the best investment opportunity for the City. Cash needed for current obligations is held in an interest bearing checking account.
5. **State Liquor Tax:** The statutory authorization for the distribution of the state liquor tax is ORS 471.810(a)(b) and 471.810(1)(d). 20% of the state's liquor receipts are distributed to cities on a per capita basis. These funds may be used by the City for any service in the General Fund. Increase is due primarily to the City's population growth. A portion of State Liquor Tax is also distributed as State Revenue Sharing. See description below in line #14.
6. **State Cigarette Tax:** The statutory authorization for the distribution of the state cigarette tax is ORS 323.445. Two cents of the \$1.18 per pack cigarette tax are paid to cities on a per capita basis.
- 7-11. **Franchise Fees:** The City has franchise fee and privilege tax agreements with utilities that operate within the City. The fees are based on revenues earned within the City limits. City ordinances require the following fees: from Electric, the City receives a Franchise Fee of 3.5% and a Privilege Tax of 1.5% dedicated to sidewalks, Telephone 7%, Cable TV 5%, and Natural Gas 5.94%. Broadband franchise fees were received in prior years but is no longer an active utility.
12. **Cell Tower Fees:** Rent fees are collected on cell phone towers in the City.
13. **Park Reservation Fees:** Fees charged are to reserve picnic space at Happy Valley Park. The City charges user fees to sports teams using the park to help the City recover a portion the cost of maintenance for sports fields.
14. **State Revenue Sharing:** Authorization for this revenue is in ORS 221.770. 14% of the state's liquor revenues are paid to cities based on the formula outlined in the ORS. To receive the funds the City must hold a hearing on the use of the funds and on the City's budget and the City must levy property taxes in the year it will receive the funds.
15. **Sundry Income:** Income not accounted for in other categories (i.e., copies, reimbursements, or refunds).
16. **Donations:** The Parks Foundation, a non-profit group, took responsibility for The Fourth of July fireworks and Concerts in the Park programs in 2002-03. Donations for those programs are no longer accepted or budgeted by the City.
17. **Current Year Taxes from Levy:** In November 2002 the City passed a 4-year 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. This fiscal year is the third for this levy. The tax is levied on the same assessed valuation as the permanent rate. Funds are collected in the General Fund and transferred to the Law Enforcement Fund for a clear accounting to the voters.
18. **Current Year Taxes from Permanent Rate:** The City's permanent tax rate is \$0.671 per thousand. This amount is levied on the taxable value of the City as determined under current state law. The City estimates the City's taxable value will increase by 6.25% due to construction growth and 2.5% due to the legal limitation of assessed valuation growth.



**RESOURCES**  
**General Fund**

**CITY OF**  
**HAPPY VALLEY**

HISTORICAL DATA					RESOURCES	BUDGET FOR NEXT YEAR 2005 - 2006		
Actual		Adopted Budget	Proposed By Budget Officer			Approved by Budget Comm.	Adopted By Governing Body	
Preceding Year 02 - 03	Preceding Year 03 - 04	This Year 04 - 05						Account No.
1				001-000-	General Government			
2	1,286,985	1,116,352	1,680,000	401000	Beginning Working Capital	2,300,000	2,300,000	2,300,000
3	14,039	12,000	12,000	402000	Uncollected Prev. Yr. Taxes	17,000	17,000	17,000
4	12,110	17,831	15,000	403000	Interest Income	15,000	15,000	15,000
5	47,266	57,668	55,000	407000	State Liqr Tax Proration	60,000	60,000	60,000
6	10,343	11,180	10,000	408000	State Cig. Tax Proration	12,000	12,000	12,000
7	59,871	186,787	110,000	410000	Franchise Fees - Electric	134,000	134,000	134,000
8	24,797	19,200	25,000	411000	Franchise Fees - Telephone	25,000	25,000	25,000
9	46,114	44,668	48,000	412000	Franchise Fees - Cable TV	48,000	48,000	48,000
10	111,227	115,172	120,000	413000	Franchise Fees - Gas	148,000	148,000	148,000
11	1,500	2,000	2,000	414000	Franchise Fees - Broadband	-	-	-
12	-	19,167	18,000	416250	Cell Tower Fees	24,000	24,000	24,000
13	11,432	15,512	12,000	416300	Park Reservation Fees	17,000	17,000	17,000
14	31,437	36,245	35,000	439000	State Revenue Sharing	48,000	48,000	48,000
15	5,073	13,479	-	440000	Sundry Income	-	-	-
16	-	305	-	445000	Donations	-	-	-
17	-	789,284	860,000	499998	Current Year Taxes - Levy	970,000	970,000	970,000
18	341,824	399,653	343,000	499999	Current Year Taxes - Perm Rate	472,000	472,000	472,000
19								
20	2,004,018	2,856,503	3,345,000		General Government Totals	4,290,000	4,290,000	4,290,000
21								
22								
23								
24								
25								
26								
27								
28								
29								
30								



## City of Happy Valley Fiscal Year 2005 - 2006 Budget

### GENERAL FUND *Expenditures, General Government*


#### MATERIALS AND SERVICES:

##### Line

- 27. **Office Supplies:** Administrative supplies needed for the general office staff and City Council.
- 28. **Public Works Supplies:** In previous years this item was for costs related to small tools and supplies for use in and around the City to maintain a safe and user-friendly environment. Now being budgeted under office supplies.
- 29. **Travel:** Travel and meals for Councilors, the City Manager, and employees budgeted under General Administration are included here. All travel is related to training or other City business.
- 30. **Training:** Cost for the League of Oregon Cities annual conference registration fee is estimated at \$2,000. Also included are costs for training on Incode Software Systems for Finance and Call Center functions. Additional costs cover training necessary for job requirements for budgeted employees on subjects such as budgeting, legislative affairs, legal issues, risk management and human resource management.
- 31. **Membership and Dues:** Annual membership dues to the League of Oregon Cities are estimated to be \$4,000. Other dues cover professional organizations for the Mayor, the City Council and General Administrative personnel.
- 32. **Utilities:** Utilities are spread between the Building Fund and the General Fund based on actual or estimated use of building space. Utilities charged to General Administration include gas, electricity, garbage, and water.
- 33. **Vehicle Operation & Maintenance:** Costs related to gas and supplies for vehicles operated in relation to general business within the City for all departments except the Parks and Building Departments.
- 34. **Vehicle Lease:** No vehicle lease expenses are anticipated for this fiscal year.
- 35. **Legal Publications:** Cost of legal notices for City business.
- 36. **Newsletter:** The full cost of the newsletter including postage is accounted for here. Bi-monthly costs include typing, printing service, mailing service and postage. The potential for increased circulation and special editions has been considered.
- 37. **Subscriptions and Internet:** Professional subscriptions and books required for City Administration. Also budgeted here are Internet services and Lexis Nexis website hosting of the City's Municipal Code.
- 38. **Postage:** Cost for mailing all of the City's correspondence except the newsletter. Cost includes quarterly expense for the postage meter.
- 39. **Insurance:** The City's Property, General Liability and Business Automobile insurance costs are anticipated to increase 10% over the prior year. Recent acquisitions have raised our number of vehicles to 14, which impacts the overall cost for coverage. Insurance costs are pooled through the League of Oregon Cities.

**EXPENDITURE DETAIL**  
**General Fund**

**CITY OF**  
**HAPPY VALLEY**

	<b>HISTORICAL DATA</b>				<b>BUDGET FOR NEXT YEAR 2005 - 2006</b>			
	<b>Actual</b>		<b>Adopted Budget</b>					
	<b>Preceding Year</b>	<b>Preceding Year</b>	<b>This Year</b>					
	<b>02 - 03</b>	<b>03 - 04</b>	<b>04 - 05</b>	<b>Account No.</b>	<b>EXPENDITURE DESCRIPTION</b>	<b>Proposed By</b>	<b>Approved by</b>	<b>Adopted By</b>
						<b>Budget Officer</b>	<b>Budget Comm.</b>	<b>Governing Body</b>
1					<b>General Government</b>			
2				001-002-	<b>Personnel</b>			
3	29,302	35,778	33,800	500050	City Manager	41,500	41,500	41,500
4	63,897	66,885	69,400	500051	Administrative Staff	62,300	62,300	62,300
5	-	1,015	18,200	500059	Public Works	-	-	-
6	7,245	-	-	500060	Building Inspect/ Plan Exam	-	-	-
7	28,078	27,186	63,000	500063	Non-Admin/Clerical	71,400	71,400	71,400
8	1,285	1,079	5,000	500100	Overtime	5,000	5,000	5,000
9								
10	129,807	131,943	189,400		<b>Total Personnel</b>	180,200	180,200	180,200
11								
12					<b>Employee Benefits</b>			
13	581	9,767	10,000	504600	Unemployment Insurance	10,000	10,000	10,000
14	3,596	8,662	14,490	504700	Employer FICA	13,410	13,410	13,410
15	19,156	12,523	42,400	504800	Health Insurance	41,240	41,240	41,240
16	2,756	2,182	4,130	504801	Dental Insurance	3,380	3,380	3,380
17	-	-	-	504802	Life Insurance	1,000	1,000	1,000
18	-	-	-	504803	Disability Insurance	1,000	1,000	1,000
19	597	363	830	504900	Worker's Compensation	500	500	500
20	10,292	9,299	27,150	505000	Retirement Plan	25,110	25,110	25,110
21	730	742	1,180	506000	Tri-Met Excise Tax	1,100	1,100	1,100
22								
23	37,708	43,538	100,180		<b>Total Employee Benefits</b>	96,740	96,740	96,740
24								
25	167,515	175,481	289,580		<b>Total Personal Services</b>	276,940	276,940	276,940
26								
27	8,368	14,623	14,500	600100	Office Supplies	17,500	17,500	17,500
28	-	-	1,000	600150	Public Works Supplies	-	-	-
29	2,223	2,681	10,000	600200	Travel	4,000	4,000	4,000
30	3,880	5,124	6,000	600201	Training	10,000	10,000	10,000
31	4,405	6,690	8,000	600300	Membership And Dues	8,500	8,500	8,500
32	8,697	9,984	20,000	600400	Utilities	15,000	15,000	15,000
33	648	988	1,000	601500	Vehicle Operation & Maint.	3,000	3,000	3,000
34	287	-	-	601510	Vehicle Lease	-	-	-
35	998	1,241	3,000	602000	Legal Publication	3,000	3,000	3,000
36	6,230	6,692	14,200	602001	Newsletter	20,000	20,000	20,000
37	3,244	1,800	3,000	602010	Subscriptions & Internet	5,000	5,000	5,000
38	4,521	4,412	7,500	602100	Postage	7,500	7,500	7,500
39	13,996	14,839	21,000	602200	Insurance	25,000	25,000	25,000



## City of Happy Valley Fiscal Year 2005 - 2006 Budget

### GENERAL FUND *Expenditures, General Government*

#### MATERIALS AND SERVICES:

##### Line


- 40. **Repairs and Maintenance:** Monthly rental for the photocopier, maintenance and repair of computers and server, annual maintenance on the accounting system and unscheduled but anticipated maintenance on office equipment is budgeted here. Telephone system repairs and charges are also included in this category, as are the City's monthly contracted janitorial services.
- 41. **Community Concept Planning:** Any future Community Concept Planning will budgeted in Community Development.
- 42. **City Programs:** Various City programs in prior years. Only shown for historical purposes.
- 43. **Miscellaneous Administration:** Cities Dinner, banking and other fees, the annual Volunteer Appreciation Dinner and various community events are budgeted here.
- 44. **Legal:** Legal expenses pertaining to Elections, Labor, General Government, Finance, Risk Management and Intergovernmental services. Previously all budgeted in Community Development Department.
- 45. **Audit:** Cost of the annual financial audit, which is required by law.
- 46. **Minutes/Clerical:** Costs associated with recording, editing, and publishing minutes of the proceedings of various board and commission meetings to including City Council.
- 47. **Contracted Payroll Services:** Contractor-provided payroll and full tax service, to include quarterly and annual reports. Connectivity and information storage is provided via the Internet.
- 48. **Contracted Software Services:** Management and support for network server and City's computers.
- 49. **Software:** Purchase of software for general office staff, as well as a software program for finance that will work interactively with other departments. The goal of the City is to have all programs work together in an effort to save time and provide consistency throughout the office.

#### CAPITAL OUTLAY:

- 54. **Equipment:** Purchase of equipment such as computers, printers and furniture.

**EXPENDITURE DETAIL**  
**General Fund**

**CITY OF**  
**HAPPY VALLEY**

	<b>HISTORICAL DATA</b>			Account No.		<b>BUDGET FOR NEXT YEAR 2005 - 2006</b>		
	<b>Actual</b>		<b>Adopted Budget</b>			<b>Proposed By</b>	<b>Approved by</b>	<b>Adopted By</b>
	<b>Preceding Year</b> <b>02 - 03</b>	<b>Preceding Year</b> <b>03 - 04</b>	<b>This Year</b> <b>04 - 05</b>			<b>Budget Officer</b>	<b>Budget Comm.</b>	<b>Governing Body</b>
40	7,580	21,118	20,000	602300	Repairs & Maintenance	25,000	25,000	25,000
41	1,005	23,025	50,000	602400	Community Concept Planning	-	-	-
42	6,060	-	-	602700	City Programs	-	-	-
43	10,098	26,102	20,000	602900	Miscellaneous Admin.	10,000	10,000	10,000
44	108,927	-	-	603100	Legal	40,000	40,000	40,000
45	4,160	7,380	12,000	603110	Audit	6,000	6,000	6,000
46	401	1,177	4,000	603200	Minutes/Clerical	6,000	6,000	6,000
47	2,474	2,807	5,500	603210	Contracted Payroll Services	5,500	5,500	5,500
48	-	-	15,000	603900	Contracted Software Services	15,000	15,000	15,000
49	-	-	-	603901	Software	30,000	30,000	30,000
50								
51	198,202	150,683	235,700		<b>Total Materials and Supplies</b>	256,000	256,000	256,000
52								
53					<b>Capital Outlay</b>			
54	4,268	5,532	75,000	700300	Equipment	15,000	15,000	15,000
55								
56	4,268	5,532	75,000		<b>Total Capital Outlay</b>	15,000	15,000	15,000
57								
58	369,985	331,696	600,280		<b>Total General Government</b>	547,940	547,940	547,940
59								
60								



**City of Happy Valley**  
**Fiscal Year 2005 - 2006 Budget**

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## **City of Happy Valley Fiscal Year 2005 - 2006 Budget**

### **PUBLIC SAFETY/COMMUNITY SERVICES**

#### **STATEMENT OF PURPOSE:**

Manager: Steve Campbell

The Public Safety/Community Services department at the City of Happy Valley is multi-functional. The Department provides court and judicial services, code enforcement, emergency service and community services.

The Public Safety/Community Services Department includes the following functions:

1. Municipal Traffic Court Operations:
  - a. All traffic and municipal code violation citations written within the City limits are directed to the City of Happy Valley Municipal Traffic Court. Court is held in the City Hall Annex monthly, or more frequently as needed. The Deputy Court Clerk then processes these citations and the required paperwork before and after court is held.
  - b. Payment for some traffic violations occurs in a non-court setting via the established Violations Bureau, thereby reducing the judicial expenses and other costs associated with an additional court date per month.
2. Code Enforcement:
  - a. Enforcement of the Municipal Code to improve and sustain the consistency, efficiency and quality of code compliance and enforcement service throughout the City.
3. Emergency Services:
  - a. Coordinate and work directly with the Clackamas County Sheriff's office for the contracted full-time deputies that provide law enforcement services throughout the City.
  - b. Coordination of City's emergency management plan and emergency response program.
4. Community Services:
  - a. The department works towards public information, community outreach, community affairs, and community and media relations. Community Services, develops, coordinates and implements community outreach and relations efforts.

#### **PROGRAM OBJECTIVES:**

1. Municipal Traffic Court Operations:
  - a. Ensure staff is State of Oregon Law Enforcement Data System (LEDS) certified, and receive the system and procedures training necessary for efficient court system operations.
  - b. Coordinate with the Municipal Court Judge to ensure that City staff is abreast of any legislative changes affecting established bail amounts.
  - c. Ongoing training for the Deputy Court Clerk, as well as cross training of additional administrative staff. An additional FTE has been budgeted due to an increase in activity that Municipal Court has experienced.
2. Code Enforcement:
  - a. Resolve conflicts through mediation between neighbors, developers and builders that arise as a result of code violations and livability conflicts.
  - b. Use code compliance function as an early detection or prevention mechanism for other problems that may be present in the neighborhood.



**City of Happy Valley  
Fiscal Year 2005 - 2006 Budget**

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## City of Happy Valley Fiscal Year 2005 - 2006 Budget

- c. To respond quickly to complaints, and boost the quality of code compliance and enforcement services to our citizens throughout the City and to take a more pro-active approach towards tasks such as business license investigation, minor health and safety violations.
- d. An additional FTE has been budget due to the anticipated increase in demand for services in code enforcement as the City expands. This FTE will only be added if the workload justifies the position.

### 3. Emergency Services:

- a. The continued coordination of public forums for citizens to address their concerns directly with the Sheriff's Department and the assigned deputies.
- b. Pursuing grants for emergency services and homeland security.
- c. Development and implementation of City's emergency management plan.

### 4. Community Services:

- a. Enhance communication between residents, business association and homeowner associations.
- b. Promote citizen involvement in City government and provide opportunities for residents to learn about City government programs, services and operations.
- c. Present information at homeowner association meetings. Give presentations to public groups, committees and organization.

### BUDGET SUMMARY:

Historical Data			Description	Budget For Next Year 2005 - 2006		
Actual		Adopted Budget This Year 04 - 05		Proposed By Budget	Approved by Budget	Adopted By Governing
Preceding Year 02 - 03	Preceding Year 03 - 04					
18,893	25,538	40,610	Personal Services	202,730	202,730	202,730
12,449	34,407	46,400	Material and Services	142,300	142,300	142,300
-	499	2,500	Capital Outlay	90,000	90,000	90,000
31,342	60,444	89,510	Total	435,030	435,030	435,030



## City of Happy Valley Fiscal Year 2005 - 2006 Budget


### GENERAL FUND *Revenue, Public Safety/Community Services*

#### Line

2. **Business License:** The City requires businesses operating within the City to have a valid City business license. The City of Happy Valley also participates in the Metro business license program. This was budget under Community Development in prior years.
10. **Alarm Permits:** A bi-annual fee for residential commercial alarms.
11. **Alarm Penalties and Assessments:** Late payment and false alarm assessments.
12. **Municipal Code Penalties:** Code violation fine revenue.
13. **Traffic Fines:** Fines imposed in the Happy Valley traffic court. Related state and county fees are collected and turned over to the proper agencies.
- 7-10. **Court Costs:** The Municipal Court is required by Oregon Statute to impose various assessments in conjunction with criminal charges:
- State Unitary Assessment: Unitary assessments are payable to a Criminal Fine & Assessment Account in the General Fund of the State Treasury. 50% of the Unitary Assessment is turned over to the State Treasury.
  - State LEMLA Assessment: 50% of this assessment is payable to the Law Enforcement Medical Liability Account (LEMLA). The purpose of LEMLA is to provide a fund to reimburse a qualified claimant for emergency medical services.
  - County Diversion Fee: County assessments are deposited into the county's General Fund, and are used for planning, operating, and maintaining county juvenile and adult corrections programs and facilities and drug and alcohol programs.
  - City Assessment: \$5 on each finding of guilty in the Happy Valley Municipal Court. Also includes the \$5 fee for payment plans and class fees.
11. **Grants:** The City applies for grants sponsored by federal, state, and regional governments to fund projects and programs. While these grants are budgeted, there is no guarantee that the City will be the recipient of grants. No expenditures are made unless the grant funds are received.

**RESOURCES**  
**General Fund**

**CITY OF**  
**HAPPY VALLEY**

HISTORICAL DATA					BUDGET FOR NEXT YEAR 2005 - 2006			
Actual		Adopted Budget	Account No.		RESOURCES	Proposed By Budget Officer	Approved by Budget Comm.	Adopted By Governing Body
Preceding Year 02 - 03	Preceding Year 03 - 04	This Year 04 - 05						
1			001-000-	Public Safety/Community Services				
2	-	-	416450	Business License	10,000	10,000	10,000	
3	6,180	3,015	5,000	416500	Alarm Permits	7,000	7,000	
4	-	-	-	416600	Alarm Penalties & Assessments	2,000	2,000	
5	168	2,262	2,500	418000	Municipal Code Penalties	20,000	20,000	
6	16,771	63,895	65,000	418100	Traffic Fines	100,000	100,000	
7	7,714	17,158	15,000	418200	State Unitary Assessment	25,000	25,000	
8	329	947	1,000	418300	State LEMLA Assessment	2,000	2,000	
9	3,384	9,340	7,000	418400	County Diversion Fee	15,000	15,000	
10	-	632	1,000	418500	City Assessment	3,000	3,000	
11	-	-	-	431101	Grants	150,000	150,000	
12								
13	34,546	97,249	96,500		Total Public Safety/Comm Services	334,000	334,000	
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## City of Happy Valley Fiscal Year 2005 - 2006 Budget

### GENERAL FUND

#### *Expenditures, Public Safety/Community Services*

#### MATERIALS AND SERVICES:

##### Line

- 23. **Office Supplies:** Court supplies including citation books. Code Enforcement/Community Services supplies including safety equipment, protective clothing and public outreach supplies.
- 24. **Travel:** Travel and meals for employees budgeted under Public Safety/Community Services. All travel is related to training or other City business.
- 25. **Training:** \$2,200 is budget for training classes for court employees on subjects such court procedures, software, and systems such as LEDS and on-going training in code enforcement and emergency services. An additional \$35,000 is budgeted for anticipated grant funding that provides training to City staff as well as contracted personnel. The actual costs will be based on the availability of these grants.
- 26. **Membership and Dues:** Annual membership dues to professional organizations for court, code enforcement and community Service employees.
- 27. **Repairs and Maintenance:** Cost associated with radio, communication and safety equipment.
- 28. **Emergency Management Supplies:** Supplies needed in case of emergencies as stipulated in grant agreements. This budget item is based upon grant funding.
- 29. **Judge/Legal:** \$26,000 for twice-a-month traffic court and \$4,000 for code enforcement legal expenses.
- 30. **Interpreting Services:** Costs associated with providing translation services, to include signing, to aid communication between defendants and court staff.
- 31. **Contract Software Services:** Maintenance fee for court software.
- 32. **Contract Services:** Depending upon grant funding, money will be used for hiring a consultant to enhance emergency management plan and develop a hazard mitigation plan.
- 33-35. **Turnover of Assessments:**
  - o **Court Costs:** The City is required by Oregon Statute to turn over a portion of various assessments:
    - State Unitary Assessment: Turnover of 50% of fees collected for the State of Oregon.
    - State LEMLA Assessment: Turnover of 50% of fees collected for the State of Oregon.
    - County Diversion Fee: Turnover of 50% of fees collected for Clackamas County.

#### CAPITAL OUTLAY:

- 40. **Vehicles:** Purchase of used vehicle for code enforcement.
- 41. **Equipment:** \$5,000 is budgeted for purchase support equipment such as computers and furniture. An additional \$80,000 is budgeted for anticipated grant funding that provides equipment for large-scale disasters. The actual expenditures will be based on the availability of these grants.





**City of Happy Valley**  
**Fiscal Year 2005 - 2006 Budget**

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## **City of Happy Valley Fiscal Year 2005 - 2006 Budget**

### **COMMUNITY DEVELOPMENT**

#### **STATEMENT OF PURPOSE:**

Manager: Cathy Daw

The Community Development Department guides residential, commercial and industrial growth to facilitate the continual improvement of Happy Valley and the quality of life of our residents. The Department 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 the Comprehensive Plan, Development Code, Transportation System Plan, Parks Master Plan and the Rock Creek Comprehensive Plan, in addition to state and county regulations and policies.

The Community Development Department is responsible for technical review of preliminary and final subdivision plats, building site review, transportation planning, parks planning, landscape plan review, annexations, and "special projects" such as development agreements and intergovernmental agreements (IGA's) and the long range planning to include participation in the Damascus/Boring Concept planning process. Community Development is a key resource in developing the City's Capital Improvement Plan and for conducting strategic planning to include future annexation of commercial and industrial properties. The staff is also responsible for coordination with surrounding jurisdictions to include Clackamas County and Metro.

#### **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 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 Ordinance for the City of Happy Valley 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.

##### **Fiscal Year 2005 / 2006:**

1. Complete and adopt new commercial/residential zoning designations.
2. Develop Code and Comprehensive Plan Revision with TGM Grant Funds.
3. TSP Update and Implementation with TGM Grant Funds.
4. Adoption of the Damascus/Boring Concept Plan.
5. Creation of a Hospital/Industrial Zone.
6. An additional planning position has been budgeted to assist with future expansion. This position would be filled only if the workload dictates the need.



**City of Happy Valley  
Fiscal Year 2005 - 2006 Budget**

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## City of Happy Valley Fiscal Year 2005 - 2006 Budget

### Fiscal Year 2006 / 2007:

1. Damascus/Boring Comprehensive Plan Development and Implementation.
2. Wetland Inventory update.
3. Parks Master Plan update.

### BUDGET SUMMARY:

Historical Data			Description	Budget For Next Year 2005 - 2006		
Actual		Adopted Budget This Year 04 - 05		Proposed By Budget	Approved by Budget	Adopted By Governing
Preceding Year 02 - 03	Preceding Year 03 - 04					
188,816	276,867	512,200	Personal Services	526,250	526,250	526,250
118,197	199,534	394,000	Material and Services	216,100	216,100	216,100
-	10,448	10,000	Capital Outlay	7,500	7,500	7,500
307,013	486,849	916,200	Total	749,850	749,850	749,850



## City of Happy Valley Fiscal Year 2005 - 2006 Budget


### GENERAL FUND *Revenue, Community Development*

#### Line

2. **Development Fees/Deposits:** 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. Traffic review fees will be charged to a deposit/pass through system with this budget.
3. **Business License:** The City requires businesses operating within the City to have a valid City business license. The City of Happy Valley also participates in the Metro business license program. This is now being budgeted for in Public Safety/Community Services Department.
4. **Grants:** The City applies for grants sponsored by federal, state, and regional governments and non-governmental organizations to fund various projects and programs. With this budget, the City has applied for a TGM Grant for Code Assistance in the amount of \$80,000 and a TGM Grant for Transportation System Plan Update in the amount of \$60,000. These monies are paid to the consultant directly by the Oregon Department of Transportation. The City pays for its match through in-kind services, the cost of which is reflected in staff salaries.

**RESOURCES  
General Fund**

**CITY OF  
HAPPY VALLEY**

	HISTORICAL DATA			Account No.	 RESOURCES	BUDGET FOR NEXT YEAR 2005 - 2006		
	Actual		Adopted Budget This Year 04 - 05			Proposed By Budget Officer	Approved by Budget Comm.	Adopted By Governing Body
	Preceding Year 02 - 03	Preceding Year 03 - 04						
1				001-000-	Community Development			
2	224,277	497,627	110,000	416000	Development Fees/Deposits	100,000	100,000	100,000
3	23,910	27,379	20,000	416450	Business License	-	-	-
4	5,000	-	52,000	431100	Grants	30,000	30,000	30,000
5								
6	253,187	525,006	182,000		Community Dev. Totals	130,000	130,000	130,000
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## City of Happy Valley Fiscal Year 2005 - 2006 Budget

### GENERAL FUND *Expenditures, Community Development*

#### MATERIALS AND SERVICES:

##### Line


- 26. **Office Supplies:** Included are general office supplies.
- 27. **Maps and Printing:** Maps and printing are separated from general office supplies. Increase is due to anticipated annexations.
- 28. **Travel:** Travel and meals for employees budgeted under Community Development are included here. All travel is related to training or other City business.
- 29. **Training:** Cost covers training necessary for job requirements for budgeted employees.
- 30. **Membership & Dues:** Annual membership dues paid to local and national planning associations.
- 31. **Utilities:** Cost of cell phone stipends for employees.
- 32. **Vehicle Operation & Maintenance:** Costs related to gas and supplies for vehicles operated in relation to City business. This is now being budgeted in General Government.
- 33. **Publications:** Cost of legal and other notices required by City code and other regulations.
- 34. **Subscriptions:** Professional subscriptions and books required for City Administration.
- 35. **Postage:** Cost of postage for mailings specific to this department.
- 36. **Repairs and Maintenance:** Maintenance and repair of computers and unscheduled but anticipated maintenance on office equipment is budgeted here.
- 37. **Community Concept Planning:** Conducting surveys to gather public opinion and information regarding the future development and expansion of the City. Much of this will be done with the assistance of public relations consultants.
- 38. **Legal:** Attorney fees for contract creation and review, legal interpretation and representation.
- 39. **Contract Traffic Engineer:** Contract for review of City transportation issues. Costs for review development applications will be billed to the applicant.
- 40. **Contract Engineering:** Transportation engineering and planning and public services engineering. Only shown for historical purposes.
- 41. **Contract Planning:** Code revision and project work related to City growth and future expansions 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.

#### CAPITAL OUTLAY:

- 46. **Equipment:** Purchase of support equipment such as computers, printers and furniture.

**EXPENDITURE DETAIL  
General Fund**

**CITY OF  
HAPPY VALLEY**

	<b>HISTORICAL DATA</b>			Account No.		<b>BUDGET FOR NEXT YEAR 2005 - 2006</b>		
	<b>Actual</b>		<b>Adopted Budget</b>			<b>Proposed By</b>	<b>Approved by</b>	<b>Adopted By</b>
	<b>Preceding Year 02 - 03</b>	<b>Preceding Year 03 - 04</b>	<b>This Year 04 - 05</b>			<b>Budget Officer</b>	<b>Budget Comm.</b>	<b>Governing Body</b>
1					<b>Community Development</b>			
2				001-006-	<b>Personnel</b>			
3	8,372	11,287	11,300	500050	City Manager	18,500	18,500	18,500
4	77,954	77,342	48,000	500051	Administrative Staff	170,300	170,300	170,300
5	-	5,402	60,000	500059	Public Works	12,300	12,300	12,300
6	66,469	119,948	225,800	500063	Non-Admin/Clerical	159,700	159,700	159,700
7	1,590	1,523	5,000	500100	Overtime	5,000	5,000	5,000
8								
9	154,385	215,502	350,100		<b>Total Personnel</b>	365,800	365,800	365,800
10								
11					<b>Employee Benefits</b>			
12	2,533	13,702	26,790	504700	Employer FICA	27,600	27,600	27,600
13	13,159	25,962	71,650	504800	Health Insurance	70,500	70,500	70,500
14	3,198	4,757	6,980	504801	Dental Insurance	5,800	5,800	5,800
15	-	-	-	504802	Life Insurance	1,000	1,000	1,000
16	-	-	-	504803	Disability Insurance	500	500	500
17	472	602	4,330	504900	Worker's Compensation	1,100	1,100	1,100
18	14,145	15,108	50,170	505000	Retirement Plan	51,700	51,700	51,700
19	924	1,234	2,180	506000	Tri-Met Excise Tax	2,250	2,250	2,250
20								
21	34,431	61,365	162,100		<b>Total Employee Benefits</b>	160,450	160,450	160,450
22								
23	188,816	276,867	512,200		<b>Total Personal Services</b>	526,250	526,250	526,250
24								
25					<b>Materials and Services</b>			
26	3,582	5,054	6,000	600100	Office Supplies	6,000	6,000	6,000
27	5,558	2,283	6,000	600110	Maps And Printing	5,000	5,000	5,000
28	494	856	1,500	600200	Travel	1,500	1,500	1,500
29	769	770	2,000	600201	Training	3,000	3,000	3,000
30	414	512	1,000	600300	Membership And Dues	1,000	1,000	1,000
31	424	834	1,500	600400	Utilities	600	600	600
32	-	-	1,500	601500	Vehicle Operation & Maint.	-	-	-
33	2,474	4,003	2,500	602000	Publications	5,000	5,000	5,000
34	-	344	1,000	602010	Subscriptions & Code Books	3,500	3,500	3,500
35	9	6,032	6,000	602100	Postage	6,000	6,000	6,000
36	-	1,176	-	602300	Repairs & Maintenance	2,000	2,000	2,000
37	-	-	-	602400	Community Concept Planning	50,000	50,000	50,000
38	-	94,321	100,000	603100	Legal	100,000	100,000	100,000
39	-	22,666	15,000	603250	Contract-Traffic Engineer	5,000	5,000	5,000
40	75,597	32,557	50,000	603300	Contract - Engineering	-	-	-
41	28,876	28,126	200,000	603700	Contract-Planning	27,500	27,500	27,500
42								
43	118,197	199,534	394,000		<b>Total Materials and Services</b>	216,100	216,100	216,100
44								
45					<b>Capital Outlay</b>			
46	-	10,448	10,000	700300	Equipment	7,500	7,500	7,500
47								
48	-	10,448	10,000		<b>Total Capital Outlay</b>	7,500	7,500	7,500
49								
50	307,013	486,849	916,200		<b>Total Community Development</b>	749,850	749,850	749,850
51								



**City of Happy Valley**  
**Fiscal Year 2005 - 2006 Budget**

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## City of Happy Valley Fiscal Year 2005 - 2006 Budget

### GENERAL FUND *Operations / Public Works*

#### STATEMENT OF PURPOSE:

Manager: Rich Bellum

The Operations/Public Works Department staff oversees operations related to the construction, maintenance, and improvement of City facilities and infrastructure, such as streets and utilities. The staff also provides public works related inspections. The Public Works staff is responsible for review of plans, monitoring construction activities, and capital improvement projects within the City. In conjunction with other City Departments, the operations staff works to provide strategic planning related to new development, transportation, natural resources, utility master planning, City-supported public works programs and capital improvement projects.

#### PROGRAM OBJECTIVES:

1. Provide City residents a high level of customer service relative to the following:
  - a. Street construction, maintenance, and repairs
  - b. Public rights-of-way
  - c. Surface water
  - d. Signs in public rights-of-way
  - e. Street cleaning including; sweeping, debris pick-up and hazardous spill removal coordination
  - f. Coordinate the work efforts of volunteers and community work force
2. Review construction plans for compliance to City standards and oversee construction and improvement projects relative to new development and growth within the City of Happy Valley.
3. Oversee capital, up-grade, and public improvement projects:
  - a. Within the public rights-of-way
  - b. Utilizing System Development Charges for capital projects
  - c. City properties excluding parks
4. Work in conjunction 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 the Traffic and Public Safety and Park Advisory Committees to address the existing and anticipated concerns and goals of residents
6. Other tasks as assigned by City Council and City Manager, including providing support for City functions such as the Safety Fair and 4<sup>th</sup> of July activities.

#### BUDGET SUMMARY:

Historical Data			Description	Budget For Next Year 2005 - 2006		
Actual		Adopted Budget This Year 04 - 05		Proposed By Budget	Approved by Budget	Adopted By Governing
Preceding Year 02 - 03	Preceding Year 03 - 04					
73,358	79,667	199,730	Personal Services	238,700	238,700	238,700
25,558	34,133	59,500	Material and Services	113,700	113,700	113,700
27,382	42,473	808,000	Capital Outlay	25,000	25,000	25,000
126,298	156,273	1,067,230	Total	377,400	377,400	377,400



## City of Happy Valley Fiscal Year 2005 - 2006 Budget

### GENERAL FUND *Revenue, Public Works*


Line

2. **Erosion Control Permit:** Provide services for fee collection, plan review, implementation and enforcement of erosion control. Beginning in 2003, this service was taken over by Clackamas County. The City is currently negotiating with the County to move it back to the City.
3. **Sewer Permits:** Fee set to cover inspection of sewer hookups.
4. **Miscellaneous Permits:** Fees set to cover permits not accounted for elsewhere (i.e., public works permits).
5. **Right of Way Permits:** Fees set to cover cost of allowing work in the City's right of way.
6. **Construction Fees:** These fees are set to cover improvement plan review and periodic construction supervision of street and some storm drainage improvements by the City to ensure compliance with National, Regional, and City standards.
7. **Outside Building Inspection Fees:** Contract with Milwaukie terminated in 2002. No revenue or expenditures are anticipated or budgeted for outside inspections.
8. **Road Dedication Fee:** Fees collected from other government agencies. Beginning 2003-04 this revenue will be collected in the Road Improvement Fund.
9. **SDC Administration Fee:** The City bills Clackamas County for costs associated with joint transportation SDC funds. The City collects \$75 on each new residence construction permit to cover administration.



**RESOURCES**  
**General Fund**

**CITY OF**  
**HAPPY VALLEY**

HISTORICAL DATA					BUDGET FOR NEXT YEAR 2005 - 2006			
Actual		Adopted Budget	Account No.		RESOURCES	Proposed By Budget Officer	Approved by Budget Comm.	Adopted By Governing Body
Preceding Year 02 - 03	Preceding Year 03 - 04	This Year 04 - 05						
1			001-000-	Public Works				
2	63,105	37,745	-	415400	Erosion Control Permit	50,000	50,000	50,000
3	9,354	11,127	10,000	415450	Sewer Permit Fee	10,000	10,000	10,000
4	16,010	30,219	12,000	415500	Misc. Permits	12,000	12,000	12,000
5	21,501	32,959	25,000	415550	Right of Way Permit	25,000	25,000	25,000
6	150,471	591,601	1,000,000	416100	Construction Fees	600,000	600,000	600,000
7	4,161	-	-	416101	Outside Bldg. Inspection Fees	-	-	-
8	300,000	-	-	416200	Road Dedication Fee	-	-	-
9	15,287	16,800	15,000	416400	SDC - Administration Fees	15,000	15,000	15,000
10								
11	579,889	720,451	1,062,000		Public Works Totals	712,000	712,000	712,000
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## City of Happy Valley Fiscal Year 2005 - 2006 Budget

### GENERAL FUND *Expenditures, Public Works*

#### MATERIALS AND SERVICES:

##### Line


- 25. **Office Supplies:** Supplies needed and packet preparation for the Traffic and Public Safety Advisory Committee meetings, traffic control device request forms, correspondence to developers, engineers, contractors and other information sheets.
- 26. **Public Works Supplies:** Small tools and supplies needed for repairs and continued operation of City facilities.
- 27. **Travel:** Travel to and from training as well as occasional use of personal automobiles to meetings.
- 28. **Training:** Training classes for Public Works employees on subjects such as insecticide/herbicide use, road maintenance, safety, construction related inspection and methods, technical/engineering training and first aid training.
- 29. **Dues and Membership:** Staff membership in Public Works associations, such as the American Public Works Association (APWA).
- 30. **Utilities:** Proportional cost for departmental use of cellular phone and portable toilets are budgeted here.
- 31. **Vehicle Operation & Maintenance:** Operation of tractor and one dump truck for public utility work.
- 32. **Vehicle Lease:** Lease of one vehicle for use by the Public Works supervisor and staff members. Public Works plans on buying out the lease before the 2005-06 fiscal year. Only shown for historical purposes.
- 33. **Publications:** Cost of publishing bids and other advertisements.
- 34. **Subscriptions:** Subscriptions to trade journals.
- 35. **Repairs and Maintenance:** Cost of maintaining non-vehicular equipment, maintenance, repairs, and up-keep for City Hall, the City Hall Annex and the Public Works shop.
- 36. **Emergency Weather Expenses:** This budget item relates to costs due to severe or inclement weather, such as snow and ice, which can create a situation where the main City streets need to be sanded or plowed for safety.
- 37. **Miscellaneous Administration:** Share of cost allocation and fee study in 2004-05. Only shown for historical purposes.
- 38. **Contract Engineer:** A consulting professional engineer responsible for evaluating traffic safety and control issues throughout the City and to provide assistance with construction plans and plat review and project close out. Also includes professional staff for erosion control permitting and inspections.

#### CAPITAL OUTLAY:

- 43. **City Hall:** Proportionate share of the costs associated with proposed City Hall expansion.
- 44. **Vehicles:** Purchase of used vehicle to be used throughout the City for maintenance purposes.
- 45. **Equipment:** Attachments for tractor, computer and CAD computer system and software.
- 46. **Parks:** Security and improvements to the shop building in 2004-05. Only shown for historical purposes.
- 47. **Land and Land Improvements:** Budgeted in 2004-05 for possible purchase of future City Hall site. Only shown for historical purposes.

**EXPENDITURE DETAIL**  
**General Fund**

**CITY OF**  
**HAPPY VALLEY**

	HISTORICAL DATA			Account No.		BUDGET FOR NEXT YEAR 2005 - 2006		
	Actual		Adopted Budget This Year 04 - 05			Proposed By Budget Officer	Approved by Budget Comm.	Adopted By Governing Body
	Preceding Year 02 - 03	Preceding Year 03 - 04						
1					Public Works			
2				001-008-	Personnel			
3	8,372	7,525	7,500	500050	City Manager	9,300	9,300	9,300
4	29,274	15,585	26,500	500051	Administrative Staff	25,900	25,900	25,900
5	15,547	28,153	60,830	500059	Public Works	109,900	109,900	109,900
6	7,829	7,106	31,500	500063	Non-Admin/Clerical	9,600	9,600	9,600
7	141	2,267	7,500	500100	Overtime	5,000	5,000	5,000
8								
9	61,163	60,636	133,830		Total Personnel	159,700	159,700	159,700
10								
11	1,216	3,931	10,240	504700	Employer FICA	11,800	11,800	11,800
12	3,766	8,337	28,620	504800	Health Insurance	38,000	38,000	38,000
13	662	1,182	2,790	504801	Dental Insurance	3,100	3,100	3,100
14	-	-	-	504802	Life Insurance	500	500	500
15	-	-	-	504803	Disability Insurance	500	500	500
16	1,015	825	4,230	504900	Worker's Compensation	2,000	2,000	2,000
17	5,183	4,412	19,180	505000	Retirement Plan	22,100	22,100	22,100
18	353	344	840	506000	Tri-Met Excise Tax	1,000	1,000	1,000
19								
20	12,195	19,031	65,900		Total Employee Benefits	79,000	79,000	79,000
21								
22	73,358	79,667	199,730		Total Personal Services	238,700	238,700	238,700
23								
24					Materials and Services			
25	417	1,057	1,100	600100	Office Supplies	1,200	1,200	1,200
26	4,019	7,882	5,000	600150	Public Works Supplies	10,000	10,000	10,000
27	1,158	572	800	600200	Travel	1,500	1,500	1,500
28	762	519	3,000	600201	Training	3,000	3,000	3,000
29	-	-	100	600300	Membership And Dues	500	500	500
30	2,104	2,554	6,000	600400	Utilities	3,500	3,500	3,500
31	5,655	4,416	7,500	601500	Vehicle Operation & Main.	8,500	8,500	8,500
32	-	1,280	4,000	601510	Vehicle Lease	-	-	-
33	476	902	500	602000	Publications	1,000	1,000	1,000
34	-	-	500	602010	Subscriptions	500	500	500
35	780	3,365	10,000	602300	Repairs & Maintenance	10,000	10,000	10,000
36	-	3,853	5,000	602350	Emergency Weather Expenses	5,000	5,000	5,000
37	-	-	10,000	602900	Miscellaneous Admin.	-	-	-
38	10,187	7,733	6,000	603300	Contract-Engineer	69,000	69,000	69,000
39								
40	25,558	34,133	59,500		Total Materials and Services	113,700	113,700	113,700
41								
42					Capital Outlay			
43	-	30,825	250,000	700100	City Hall	-	-	-
44	20,062	5,000	5,000	700200	Vehicles	10,000	10,000	10,000
45	7,320	3,618	8,000	700300	Equipment	15,000	15,000	15,000
46	-	3,030	45,000	700400	Parks	-	-	-
47	-	-	500,000	700500	Land And Land Improvements	-	-	-
48								
49	27,382	42,473	808,000		Total Capital Outlay	25,000	25,000	25,000
50								
51	126,298	156,273	1,067,230		Total Public Works	377,400	377,400	377,400
52								



**City of Happy Valley  
Fiscal Year 2005 - 2006 Budget**

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# City of Happy Valley

## Fiscal Year 2005 - 2006 Budget

### GENERAL FUND PARKS

#### STATEMENT OF PURPOSE:

Manager: Rich Bellum

The City Operations/Public Works Department's Parks Division has the mission of providing a stewardship for the preservation and enhancement of City parks and open space, and to create safe recreational and educational opportunities for the well-being and enjoyment of the public.

#### PROGRAM OBJECTIVES:

1. Provide a high level of customer service to City residents relative to:
  - a. Picnic areas
  - b. Sport fields
  - c. Ensure a clean and safe environment, including friendly park personnel on a daily basis and to assist during events
  - d. Work closely with volunteers providing improvements to City Park and trails system (i.e.: Happy Valley Hikers, N Clackamas School District students, and Boy Scout Troops and Eagle Scout candidates)
  - e. City parks, trails and open spaces
2. Provide general park maintenance (i.e., mowing, invasive plant removal, facilities maintenance, and repairs).
3. Basic level of maintenance for soccer, football, and baseball fields in the City Park.
4. Staff support during City sponsored and endorsed park activities that are open to all citizens;
  - a. Staff support for the Parks Advisory Committee, and assistance in development of priorities.
5. Maintain City trails system as time permits.
6. Special projects to be accomplished during the coming budget year;
  - a. Oversee capital improvement projects within the City Park that be funded with Park SDCs:
    - i. New public restroom facility located in the north end of the park in the vicinity of the tennis courts
    - ii. The construction of a new covered picnic "pavilion" adjacent to the soccer fields and northeast of the new parking lot
  - b. Additional picnic tables and concrete pads (where needed) throughout the City Park, including the new picnic pavilion, and in the buffer area between main park and sports fields.
  - c. Upgrade baseball field dugouts, including acquisition and installation of bleachers at Baseball Fields 1 and 3.
7. Assist wherever possible with the Construction of new trails and trail connections utilizing City funding and volunteer labor. Examples of trails needed completion:
  - a. Scott Creek Trails – Extension from Stonebridge Subdivision south approximately 800 feet to new pedestrian bridge
  - b. Stone Bridge development alignment,
  - c. Realignment of trail head on Mountain Gate Road,
  - d. 132<sup>nd</sup> Avenue to Crest Drive,
  - e. Rebstock Park to Crest Drive/Mt. Scott Blvd. and King Road,
  - f. Kanne Road to City Park via developments on Callahan Road.
8. Assist in the planning and construction of new park facilities.

#### BUDGET SUMMARY:

Historical Data			Description	Budget For Next Year 2005 - 2006		
Actual		Adopted Budget This Year 04 - 05		Proposed By Budget	Approved by Budget	Adopted By Governing
Preceding Year 02 - 03	Preceding Year 03 - 04					
101,439	87,832	129,800	Personal Services	105,950	105,950	105,950
16,213	22,945	42,900	Material and Services	43,850	43,850	43,850
-	3,383	87,500	Capital Outlay	58,000	58,000	58,000
117,652	114,160	260,200	Total	207,800	207,800	207,800



## City of Happy Valley Fiscal Year 2005 - 2006 Budget

### GENERAL FUND *Expenditures, Parks*

#### MATERIALS AND SERVICES:

##### Line


- 25. **Office Supplies:** Administrative supplies needed for such things as sport team packet preparation and reservation forms.
- 26. **Public Works Supplies:** Costs related to small tools and supplies for use in an around the City Park to maintain a safe and user-friendly environment. This includes supplies for the public restroom facility.
- 27. **Travel:** Travel to and from training as well as occasional use of personal automobiles to meetings.
- 28. **Training:** Training classes for Public Works employees on subjects such as insecticide/herbicide use, safety, and first aid training.
- 29. **Utilities:** Cost of lights, garbage pickup, portable toilets, and water at City parks. This item also includes the irrigation cost related to 2 baseball fields and the Tot Park at the northwest corner of the City Park. Increases due to proposed new restrooms including sewer connection fees.
- 30. **Vehicle Operation & Maintenance:** Costs related to gas and supplies for vehicles operated in relation to Park maintenance and improvements. Also included is the cost of fuel for the park equipment such as the mule, backhoe, tractor, and mowers.
- 31. **Repairs and Maintenance:** Expenses for cleanup and repair of picnic areas, invasive plant control, and costs related to vandalism.
- 32. **Commission Stipends:** Shown for historical purposes. Amount in 2002-03 is a voided check from a prior fiscal year.
- 33. **Park Ground Maintenance:** Shown for historical purposes. No longer using this line item.

#### CAPITAL OUTLAY:

- 38. **Equipment:** Replacement of equipment for park maintenance as required.
- 39. **Parks:** Replacement and refurbishing of existing play equipment and items that cannot be purchased with SDC funds.

**EXPENDITURE DETAIL**  
**General Fund**

**CITY OF**  
**HAPPY VALLEY**

	<b>HISTORICAL DATA</b>			Account No.		<b>BUDGET FOR NEXT YEAR 2005 - 2006</b>		
	<b>Actual</b>		<b>Adopted Budget</b>			<b>Proposed By</b>	<b>Approved by</b>	<b>Adopted By</b>
	<b>Preceding Year</b>	<b>Preceding Year</b>	<b>This Year</b>			<b>Budget Officer</b>	<b>Budget Comm.</b>	<b>Governing Body</b>
	<b>02 - 03</b>	<b>03 - 04</b>	<b>04 - 05</b>		<b>EXPENDITURE DESCRIPTION</b>			
1					<b>Parks</b>			
2				001-009-	<b>Personnel</b>			
3	4,186	3,762	3,800	500050	City Manager	4,700	4,700	4,700
4	17,415	10,034	19,000	500051	Administrative Staff	19,000	19,000	19,000
5	55,750	41,912	49,600	500059	Public Works	34,000	34,000	34,000
6	7,387	10,849	8,400	500063	Non-Admin/Clerical	5,800	5,800	5,800
7	-	-	2,500	500100	Overtime	2,500	2,500	2,500
8								
9	84,738	66,557	83,300		<b>Total Personnel</b>	66,000	66,000	66,000
10								
11	1,501	4,346	6,380	504700	Employer FICA	4,900	4,900	4,900
12	4,905	8,646	22,990	504800	Health Insurance	21,450	21,450	21,450
13	879	1,523	2,240	504801	Dental Insurance	1,800	1,800	1,800
14	-	-	-	504802	Life Insurance	500	500	500
15	-	-	-	504803	Disability Insurance	500	500	500
16	1,244	1,450	2,430	504900	Worker's Compensation	1,300	1,300	1,300
17	7,651	4,912	11,940	505000	Retirement Plan	9,100	9,100	9,100
18	521	398	520	506000	Tri-Met Excise Tax	400	400	400
19								
20	16,701	21,275	46,500		<b>Total Employee Benefits</b>	39,950	39,950	39,950
21								
22	101,439	87,832	129,800		<b>Total Personal Services</b>	105,950	105,950	105,950
23								
24					<b>Materials and Services</b>			
25	-	-	1,000	600100	Office Supplies	1,500	1,500	1,500
26	5,326	9,567	6,500	600150	Public Works Supplies	8,000	8,000	8,000
27	-	-	200	600200	Travel	350	350	350
28	-	-	200	600201	Training	500	500	500
29	9,168	10,690	18,000	600400	Utilities	20,000	20,000	20,000
30	496	1,594	8,000	601500	Vehicle Operation & Maint.	3,500	3,500	3,500
31	1,283	830	9,000	602300	Repairs & Maintenance	10,000	10,000	10,000
32	(60)	-	-	602800	Commission Stipends	-	-	-
33	-	264	-	605170	Park Grounds Maintenance	-	-	-
34								
35	16,213	22,945	42,900		<b>Total Materials and Services</b>	43,850	43,850	43,850
36								
37					<b>Capital Outlay</b>			
38	-	199	7,500	700300	Equipment	8,000	8,000	8,000
39	-	3,184	80,000	700400	Parks	50,000	50,000	50,000
40								
41	-	3,383	87,500		<b>Total Capital Outlay</b>	58,000	58,000	58,000
42								
43	117,652	114,160	260,200		<b>Total Parks</b>	207,800	207,800	207,800
44								



**City of Happy Valley  
Fiscal Year 2005 - 2006 Budget**

**GENERAL FUND  
*Revenue, Transfers***


**Line**

- 2. Transfer from Future Expansion Fund:** The Future Expansion Fund is being eliminated this year. It was decided that this activity would be better accounted for in the General Fund, Community Development.



**RESOURCES  
General Fund**

**CITY OF  
HAPPY VALLEY**

HISTORICAL DATA					BUDGET FOR NEXT YEAR 2005 - 2006			
Actual		Adopted Budget	Account No.		RESOURCES	Proposed By Budget Officer	Approved by Budget Comm.	Adopted By Governing Body
Preceding Year 02 - 03	Preceding Year 03 - 04	This Year 04 - 05						
1				001-000-	Transfers			
2	-	-	-	490000	Transfer from Future Expansion	250,000	250,000	250,000
3								
4	-	-	-		Total Transfers	250,000	250,000	250,000
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
15	2,871,640	4,199,209	4,685,500		Total General Fund Resources	5,716,000	5,716,000	5,716,000
16								
17								
18								
19								
20								
21								
22								
23								
24								
25								
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27								
28								
29								
30								



## City of Happy Valley Fiscal Year 2005 - 2006 Budget

### GENERAL FUND *Expenditures, Transfers, Contingency*

#### Transfers:

##### Line


4. **To Road Improvement Fund; Reserve for Pension Fund:** Transfer of 1.5% privilege tax collected on Portland General Electric revenue set aside for sidewalk construction.
5. **Law Enforcement Fund:** Transfers all collections from the local option levy for full time police protection to the Law Enforcement Fund.
6. **Pension Reserve Fund:** In 2004-05, the City's employer retirement rate was 8.33% rather than the anticipated 14.69%. Transfer of funds to this fund from the General Fund created a prudent reserve if courts find agencies need to increase payments or make payments due to the rate being set too low. For 2005-06, the rate has been increased to 13.17%. A transfer from the general fund will not be done for 2005-06. See Pension Reserve Fund.
7. **Future Expansion Fund:** Established to fund planning and engineering associated with annexation and general growth. The Future Expansion Fund is being eliminated this year. It was decided that this activity would be better accounted for in the General Fund, Community Development.
8. **New City Hall Fund:** Established to create a reserve to accumulate funds for the eventual purchase of a new City Hall.

#### Other:

13. **Contingency:** An account set aside to meet unforeseen circumstances. Contingency is budgeted at approximately 15% of the budgeted expenditures before transfers and contingency. A contingency of 10 to 15% is suggested. Contingency funds may only be transferred to Personal Services, Materials and Services, Capital Outlay, and Transfers by resolutions made by City Council.

**EXPENDITURE DETAIL**  
**General Fund**

**CITY OF**  
**HAPPY VALLEY**

	<b>HISTORICAL DATA</b>				<b>BUDGET FOR NEXT YEAR 2005 - 2006</b>			
	<b>Actual</b>		<b>Adopted Budget</b>					
	<b>Preceding Year</b> <b>02 - 03</b>	<b>Preceding Year</b> <b>03 - 04</b>	<b>This Year</b> <b>04 - 05</b>			<b>Proposed By</b> <b>Budget Officer</b>	<b>Approved by</b> <b>Budget Comm.</b>	<b>Adopted By</b> <b>Governing Body</b>
				<b>Account No.</b>	<b>EXPENDITURE DESCRIPTION</b>			
1								
2					<b>Transfers</b>			
3				001-030-				
4	300,000	-	35,000	800121	To Road Improvement Fund	40,000	40,000	40,000
5	115,000	789,284	860,000	800122	To Law Enforcement Fund	970,000	970,000	970,000
6	238,000	-	100,000	800123	To Reserve For Pension Fund	-	-	-
7	150,000	100,000	150,000	800124	To Future Expansion Fund	-	-	-
8	-	-	-	800125	To New City Hall Fund	2,000,000	2,000,000	2,000,000
9								
10	803,000	889,284	1,145,000		<b>Total Transfers</b>	3,010,000	3,010,000	3,010,000
11								
12				001-030-	<b>Contingency</b>			
13	-	-	250,000	880000	Contingency	387,980	387,980	387,980
14								
15	-	-	357,080		Unappropriated Ending Fund Balance	-	-	-
16								
17	1,755,290	2,038,706	4,685,500		<b>Total Requirements</b>	5,716,000	5,716,000	5,716,000
18								
19								
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**City of Happy Valley  
Fiscal Year 2005 - 2006 Budget**

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**City of Happy Valley  
Fiscal Year 2005 - 2006 Budget**

**STREET FUND**



## City of Happy Valley Fiscal Year 2005 - 2006 Budget

### STREET FUND

- The money used for the operation, maintenance, and preservation (OM&P) of the City's streets is budgeted in this fund. Property taxes are not used to pay for street repairs. OM&P funds are not used to build new streets; rather, they are paid for through dedicated sources of revenue such as assessments to benefited property owners and development charges.
- Most of Happy Valley's Street Fund revenue comes from the City's share of the state Highway Trust Fund, allocated using a formula based in part on City population. The money in the highway trust fund comes primarily from a per-gallon gasoline tax and, to a lesser degree, state vehicle registration fees. Some projects in this fund are cooperative and reimbursement is received if the City of Happy Valley pays both parties' share of the project and is subsequently reimbursed.
- The state gas tax rate has not increased since 1993, although the cost of paving construction has risen, as have the traffic loads on the City's streets. As a result, the value of gas tax receipts, adjusted for inflation, has decreased over the past decade.
- A relatively small portion of road fund revenue comes from interest earnings on reserves.

#### BUDGET SUMMARY:

Historical Data			Description	Budget For Next Year 2005 - 2006		
Actual		Adopted Budget This Year 04 - 05		Proposed By Budget	Approved by Budget	Adopted By Governing
Preceding Year 02 - 03	Preceding Year 03 - 04					
81,187	116,841	121,820	Personal Services	137,150	137,150	137,150
29,367	32,809	350,680	Material and Services	179,500	179,500	179,500
211,684	85,483	280,000	Capital Outlay	611,350	611,350	611,350
322,238	235,133	752,500	Total	928,000	928,000	928,000



## City of Happy Valley Fiscal Year 2005 - 2006 Budget


### STREET FUND *Revenue*

Line

2. **Beginning Working Capital:** Funds available but not spent during the previous fiscal year.
3. **Interest Income:** The City's cash is invested in the Local Government Investment Pool, which is operated by the State of Oregon Treasury. The State Pool provides the best investment opportunity for the City. Cash needed for current obligations is held in an interest bearing checking account.
4. **Gas Tax 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.
5. **Cooperative Projects:** Joint road projects involving Happy Valley and other governments or organizations, such as Clackamas County. This account has been moved to the Road Improvement Fund. This line item is retained for continuity purposes.
6. **Other:** Payment by another jurisdiction for taking over what had been their responsibility (i.e., streets from the County). Future payments of this type will be recorded in the Road Improvement Fund.

**RESOURCES**  
**Street Fund**

**CITY OF**  
**HAPPY VALLEY**

HISTORICAL DATA					BUDGET FOR NEXT YEAR 2005 - 2006				
Actual		Adopted Budget	Account No.			RESOURCES	Proposed By Budget Officer	Approved by Budget Comm.	Adopted By Governing Body
Preceding Year 02 - 03	Preceding Year 03 - 04	This Year 04 - 05							
1				002-000-					
2	546,711	463,529	500,000	401000	Beginning Working Capital	575,000	575,000	575,000	
3	10,353	7,036	7,500	403000	Interest Income	10,000	10,000	10,000	
4	218,197	267,775	245,000	413100	Gas Tax Revenue	343,000	343,000	343,000	
5	10,505	-	-	418000	Cooperative Projects	-	-	-	
6	-	269	-	419000	Other	-	-	-	
7									
8									
9	785,766	738,609	752,500		Total Resources	928,000	928,000	928,000	
10									
11									
12									
13									
14									
15									
16									
17									
18									
19									
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23									
24									
25									
26									
27									
28									
29									
30									





## City of Happy Valley Fiscal Year 2005 - 2006 Budget

### STREET FUND *Expenditures*


#### MATERIALS AND SERVICES:

##### Line

- 25. **Training:** Costs for the attendance of street construction/inspection and/or maintenance seminars and training materials.
- 26. **Vehicle Operation & Maintenance:** Cost share for operation of vehicles, tractor, and one dump truck for work on public streets.
- 27. **Vehicle Lease:** Cost of leased vehicle in prior years. No leased vehicles budgeted for 2005-06. Only shown for historical purposes
- 28. **Contract Street Maintenance:** Agreements with other organizations, departments, or companies for the routine maintenance of streets, i.e. filling potholes.
- 29. **Contract Planning:** Agreements with other organizations, departments, or companies to develop plans or policies concerning initial construction, repair, or replacement of municipal streets, sidewalks, and bike and pedestrian pathways.
- 30. **Contract Engineering Services:** Utilization of traffic and civil engineering consulting services as required for street improvements projects.
- 31. **Traffic Control Devices:** Purchase of equipment to control vehicle speeds and routes, i.e., lights and barricades.
- 32. **Soil Stabilization:** Material (dirt, gravel, sand) required to increase or decrease the elevation or slope of an area, repair and/or construct gravel shoulders, sand/gravel for ice control; equipment to verify proper slope and elevation is attained. Only shown for historical purposes,
- 33. **Street Repair Materials:** Materials needed by City Public Works employees for minor or emergency street repairs.
- 34. **Contract Street Repair:** Agreements with other organizations, departments, or companies for street repairs larger or more complex than routine maintenance, i.e. repaving.
- 35. **Traffic Signs and Striping:** Provide additional street signs as needed and provide repairs from vandalism or vehicular accidents and annual road striping activities for safety on City streets and roadways.
- 36. **Bike and Footpath Construction and Maintenance:** Provide for construction of additional trail connections; including foot and bike paths for alternative transportation needs throughout the City.
- 37. **Contract Street Sweeping:** Agreements with other organizations, departments, or companies for street sweeping.

**EXPENDITURE DETAIL**  
**Street Fund**

**CITY OF**  
**HAPPY VALLEY**

	HISTORICAL DATA				BUDGET FOR NEXT YEAR 2005 - 2006			
	Actual		Adopted Budget					
	Preceding Year 02 - 03	Preceding Year 03 - 04	This Year 04 - 05					
				Account No.	EXPENDITURE DESCRIPTION	Proposed By Budget Officer	Approved by Budget Comm.	Adopted By Governing Body
1				002-431-	Personnel			
2	68,205	89,943	83,300	500000	Personal Services	-	-	-
3	-	-	-	500050	City Manager	9,300	9,300	9,300
4	-	-	-	500051	Administrative Staff	7,000	7,000	7,000
5	-	-	-	500059	Public Works	59,400	59,400	59,400
6	-	-	-	500063	Non-Admin/Clerical	12,800	12,800	12,800
7	-	-	-	500100	Overtime	3,000	3,000	3,000
8								
9	68,205	89,943	83,300		Total Personnel	91,500	91,500	91,500
10								
11	1,342	5,911	6,380	504700	Employer FICA	6,780	6,780	6,780
12	4,335	12,101	17,390	504800	Health Insurance	21,000	21,000	21,000
13	-	-	-	504801	Dental Insurance	1,760	1,760	1,760
14	-	-	-	504802	Life Insurance	400	400	400
15	-	-	-	504803	Disability Insurance	400	400	400
16	1,009	1,634	2,290	504900	Worker's Compensation	2,390	2,390	2,390
17	5,884	6,717	11,940	505000	Retirement Plan	12,320	12,320	12,320
18	412	535	520	506000	Tri-Met Excise Tax	600	600	600
19								
20	12,982	26,898	38,520		Total Employee Benefits	45,650	45,650	45,650
21								
22	81,187	116,841	121,820		Total Personal Services	137,150	137,150	137,150
23								
24					Materials and Services			
25	-	180	-	600201	Training	3,000	3,000	3,000
26	125	55	15,000	601500	Vehicle Operation & Maint.	3,500	3,500	3,500
27	3,807	2,527	-	601510	Vehicle Lease	-	-	-
28	879	2,817	35,000	603100	Contract Street Maintenance	20,000	20,000	20,000
29	1,200	-	10,000	603105	Contract Planning	10,000	10,000	10,000
30	1,631	848	180,680	603110	Contract Engineering Services	75,000	75,000	75,000
31	95	9,231	15,000	603111	Traffic Control Devices	10,000	10,000	10,000
32	600	913	-	605100	Soil Stabilization	-	-	-
33	157	767	15,000	605300	Street Repair Materials	15,000	15,000	15,000
34	1,900	647	-	605500	Contract Street Repair	-	-	-
35	18,565	11,720	75,000	605700	Traffic Signs & Striping	35,000	35,000	35,000
36	-	-	3,500	605800	Bike & Foot Path Maint.	4,000	4,000	4,000
37	-	2,700	-	605900	Contract Street Sweeping	2,500	2,500	2,500



## City of Happy Valley Fiscal Year 2005 - 2006 Budget

### MATERIALS AND SERVICES:

#### Line


- 38. **Tools:** Equipment needed for repair, maintenance, and inspection of streets within the City.
- 39. **Other:** Costs for administrative or other services; making copies of oversize documents such as plans. None budget for 2005-06.

### CAPITAL OUTLAY:

- 45. **Overlay and Sealcoat:** Roadway surface improvements including asphalt, overlays, sealcoat and other roadway surface treatments. Shown for historical purposes. Future roadway surface improvements will be included in the Street Reconstruction category.
- 46. **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 the deteriorating into a worse condition category. Additional costs are associated with the replacement of streets and roads that have suffered deteriorations rates of 80% or more.
- 47. **Equipment:** Purchase priority list of Street Fund related equipment as follows (based on availability of funds): Hot box for street patching, street sweeper.
- 48. **Sidewalks:** Costs to include new sidewalk along the City Park frontage on SE Ridgecrest Road. Additional costs, to include matching funds, associated with initial construction, repair, or replacement of municipal sidewalks. Budget amount to include \$50,000 carry-over from 04/05 budget.
- 49. **Bicycle & Pedestrian Pathways:** Costs, to include matching funds, associated with initial construction, repair, or replacement of bicycle paths and walkways. Costs to also include bicycle lane along frontage of City Park on SE Ridgecrest Road.

**EXPENDITURE DETAIL**  
**Street Fund**

**CITY OF**  
**HAPPY VALLEY**

	HISTORICAL DATA			Account No.		BUDGET FOR NEXT YEAR 2005 - 2006		
	Actual		Adopted Budget			Proposed By Budget Officer	Approved by Budget Comm.	Adopted By Governing Body
	Preceding Year 02 - 03	Preceding Year 03 - 04	This Year 04 - 05					
38	-	404	1,000	605910	Tools	1,500	1,500	1,500
39	408	-	500	690000	Other	-	-	-
40								
41	29,367	32,809	350,680		Total Materials and Services	179,500	179,500	179,500
42								
43					Capital Outlay			
44								
45	202,681	49,018	-	700210	Overlay And Sealcoat	-	-	-
46	-	5,000	100,000	700211	Street Reconstruction	381,350	381,350	381,350
47	9,003	31,465	50,000	700220	Equipment	50,000	50,000	50,000
48	-	-	100,000	700225	Sidewalks	150,000	150,000	150,000
49	-	-	30,000	700227	Bicycle & Ped Pathways	30,000	30,000	30,000
50								
51	211,684	85,483	280,000		Total Capital Outlay	611,350	611,350	611,350
52								
53	322,238	235,133	752,500		Total Requirements	928,000	928,000	928,000
54								
55								



**City of Happy Valley  
Fiscal Year 2005 - 2006 Budget**

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**City of Happy Valley  
Fiscal Year 2005 - 2006 Budget**

**BUILDING DEPARTMENT FUND**



## City of Happy Valley Fiscal Year 2005 - 2006 Budget

### BUILDING DEPARTMENT FUND

- The Building Fund accounts for the operations of the Building Department. Specifically in this fund are building permits issued under state rules, which are Structural, Mechanical, Electrical, Plumbing, and Manufactured Dwellings building permits. Revenue and related expenditures for these permits are accounted for in this fund.
- Revenue in this fund is from permit fees. Fees are set by City Council resolution.
- In accordance with ORS 455.210 (3)(c), expenditures in this fund are directly related to providing building inspection service on the specific permits sold and associated administrative services.

#### BUDGET SUMMARY:

Historical Data			Description	Budget For Next Year 2005 - 2006		
Actual		Adopted Budget This Year 04 - 05		Proposed By Budget	Approved by Budget	Adopted By Governing
Preceding Year 02 - 03	Preceding Year 03 - 04					
335,273	395,765	787,720	Personal Services	1,004,140	1,004,140	1,004,140
165,378	194,197	1,498,860	Material and Services	1,713,560	1,713,560	1,713,560
799	39,496	290,000	Capital Outlay	120,000	120,000	120,000
-	-	-	Transfers	870,000	870,000	870,000
-	-	341,370	Contingency	425,000	425,000	425,000
501,450	629,458	2,917,950	Total	4,132,700	4,132,700	4,132,700



**City of Happy Valley  
Fiscal Year 2005 - 2006 Budget**

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## **City of Happy Valley Fiscal Year 2005 - 2006 Budget**

### **BUILDING DEPARTMENT FUND**

#### **STATEMENT OF PURPOSE:**

Manager: Ed Cameron

The Building Department 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 of Happy Valley. Services are provided to architects, engineers, contractors, and members of the public who need code interpretation of various specialty codes. Department staff maintains updated copies of Oregon's construction codes and rules for use with-in 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 Department issues permits to administer and enforce the state's building codes. The permit process may include the review of plans for construction. Inspection services also are provided to building contractors and owner/builders in structural, mechanical, plumbing and electrical areas. The Building Department operates with dedicated funds, the major sources of which are permit and inspection fees.

#### **PROGRAM OBJECTIVES:**

1. Provide a full service, computerized, permit issuance/tracking, plan review and inspection department.
2. To recognize and meet the work plan and program standards mandated through the Tri-County Service Board.
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. Continue to improve communication between contractors, the public, other regulatory agencies and the department.



## City of Happy Valley Fiscal Year 2005 - 2006 Budget


### BUILDING DEPARTMENT FUND *Revenue*

#### Line

2. **Beginning Working Capital:** Funds carried over from the previous year that represent fees collected on permits that have not been completed and reserves.
3. **Interest Income:** The City's cash is invested in the Local Government Investment Pool, which is operated by the State of Oregon Treasury. The State Pool provides the best investment opportunity for the City. Cash needed to cover current obligations is held in an interest bearing checking account.
- 4/6. **Building Permit Fee (BP) and BP/Commercial:** Fees set to cover the cost of inspecting new construction and remodels. There is an 8% surcharge collected on this fee, which is turned over to the State to administer the statewide program.
- 5/7. **Plan Check BP and Plan Check Fee BP/Commercial:** Fee set to cover the cost of plan review on building permits.
8. **Electrical Permit Fee:** Electrical permits are issued by Clackamas County. Corresponding expenditure represents payment to Clackamas County for 88% of the revenue collected to cover the cost of the inspections. The 12% retained is the cost to the City of Happy Valley to administer the local program. There is an 8% surcharge collected on this fee, which is turned over to the State to administer the statewide program.
9. **Mechanical Permit Fee (MP):** Fee set to cover the cost of mechanical inspections. There is an 8% surcharge collected on this fee that is turned over to the State to administer the statewide program.
10. **Plan Check MP:** Fee set to cover the cost of plan review on mechanical permits.
11. **Plumbing Permit Fee (PP):** Fee set to cover the cost of plumbing inspections. There is an 8% surcharge collected on this fee that is turned over to the State to administer the statewide program.
12. **Plan Check PP:** Fee set to cover the cost of plan review on plumbing permits.
13. **Fire Life Safety Plan Review:** Fee collected to administer fire life safety plan reviews, i.e., exits and fire suppression (sprinkler) systems.
14. **State Surcharge:** State surcharges collected and to be turned over to the State Building Codes agency as required by law.
15. **Reinspection Fee:** Each permit fee is set to cover a specified number of inspections. If more inspections are needed an additional fee is charged. This fee is not subject to the state surcharge.
16. **Investigation Fee:** Fee charged as a penalty for work done without a permit or other fines levied by the Building Department. This fee is not subject to the state surcharge.
17. **Compliance Fee:** Paid to the City by the State of Oregon for reporting contractor infractions.
18. **Express Plan Review Fee:** Voluntary charge paid by the requestor, in addition to the Plan Check Fee, to cover the additional cost of equipment, materials and employee overtime necessary to complete a plan review in five working days rather than the usual 20-30 days. Currently the building department is not doing express plan reviews but may chose to do so in the future.
19. **Abandonment Fee:** Permit to end use or abandon, such as a septic tank or sewer lead.
20. **Miscellaneous Permits:** Other required permits, such as change of use certificates of occupancy.
21. **Sundry Income:** Income not accounted for in other categories (i.e., copy fees or refunds).

**RESOURCES**  
**Building Department Fund**

**CITY OF**  
**HAPPY VALLEY**

HISTORICAL DATA					RESOURCES	BUDGET FOR NEXT YEAR 2005 - 2006		
Actual		Adopted Budget	Proposed By Budget Officer			Approved by Budget Comm.	Adopted By Governing Body	
Preceding Year 02 - 03	Preceding Year 03 - 04	This Year 04 - 05						Account No.
1				003-000-				
2	243,024	540,017	765,000	401000	Beginning Working Capital	1,300,000	1,300,000	1,300,000
3	7,701	8,235	7,500	403000	Interest Income	20,000	20,000	20,000
4	223,351	282,102	523,000	415000	Building Permit Fee	725,000	725,000	725,000
5	153,388	184,129	339,950	415001	Plan Check - BP	471,000	471,000	471,000
6	18,455	1,738	270,000	415050	Building Permit Fee-Commercial	300,000	300,000	300,000
7	31,881	1,420	175,500	415051	Plan Check-BP Commercial	195,000	195,000	195,000
8	62,800	85,264	134,900	415100	Electrical Permits	212,000	212,000	212,000
9	32,440	43,400	99,400	415200	Mechanical Permit Fee	108,700	108,700	108,700
10	204	62	10,000	415201	Plan Check - MP	10,000	10,000	10,000
11	125,926	131,375	210,700	415300	Plumbing Permit Fee	328,000	328,000	328,000
12	5,437	1,570	42,000	415301	Plan Check - PP	42,000	42,000	42,000
13	7,234	637	108,000	415315	Fire Life Safety	108,000	108,000	108,000
14	36,866	43,477	99,000	415325	State Surcharge Revenue	180,000	180,000	180,000
15	4,000	1,774	5,000	415350	Reinspection Fee	5,000	5,000	5,000
16	548	1,159	10,000	415355	Investigation Fee	10,000	10,000	10,000
17	641	1,357	5,000	415360	Compliance Fee	5,000	5,000	5,000
18	27,286	4,860	10,000	415365	Express Plan Review Fee	10,000	10,000	10,000
19	1,350	1,290	3,000	415451	Abandonment Fee	3,000	3,000	3,000
20	4,286	6,354	100,000	415500	Misc. Permits	100,000	100,000	100,000
21	680	5,286	-	440000	Sundry Income	-	-	-
22								
23								
24								
25	987,498	1,345,506	2,917,950		Total Resources	4,132,700	4,132,700	4,132,700
26								
27								
28								
29								
30								



## City of Happy Valley Fiscal Year 2005 - 2006 Budget

### BUILDING DEPARTMENT FUND *Expenditures*


#### MATERIALS AND SERVICES:

##### Line

- 26. **Office Supplies:** Included are supplies for the Building Department including forms and small tools as well as identifiable office supplies. Because of the high permit volume the building department will be adding a leased copier.
- 27. **Public Works Supplies:** In previous years this item was for costs related to administrative forms, special equipment and supplies needed to assist the building department's inspection and analysis program. Now being budgeted under office supplies.
- 28. **Travel:** Travel to training as well as reimbursement for use of personal vehicles when required.
- 29. **Training:** Inspectors and examiners training according to state laws and regulations. Additional computer training involving the implementation of a new permit tracking system for Building Department staff.
- 30. **Membership & Dues:** Annual membership dues to various professional organizations.
- 31. **Utilities:** Utilities are spread between the Building Fund and the General Fund based on actual use or estimated use based on use of building space. Utilities charged to Building Fund include gas, electricity, building and cellular phone service, garbage, and water.
- 32. **Vehicle Operation & Maintenance:** Costs related to gas and supplies for vehicles operated by the Building Department.
- 33. **Vehicle Lease:** In previous years, leased two of the four vehicles used by the Building Department. The Building Department plans to purchase vehicles rather than leasing.
- 34. **Publications:** Cost of legal and other official notices concerning Departmental matters.
- 35. **Subscriptions and Code Books:** Professional subscriptions and books required for the Building Department.
- 36. **Postage:** Cost for mailing departmental correspondence such as notices and announcement.
- 37. **Insurance:** City insurance costs are anticipated to increase 10% over the prior year. Insurance costs are pooled through the League of Oregon Cities.
- 38. **Repairs and Maintenance:** Share of contracted janitorial as well as equipment repair (not vehicles) and computer software and hardware maintenance.
- 39. **Public Outreach:** Information to public on permit and inspection procedures.

**EXPENDITURE DETAIL**  
**Building Department Fund**

**CITY OF**  
**HAPPY VALLEY**

	HISTORICAL DATA			Account No.	 EXPENDITURE DESCRIPTION	BUDGET FOR NEXT YEAR 2005 - 2006		
	Actual		Adopted Budget			Proposed By Budget Officer	Approved by Budget Comm.	Adopted By Governing Body
	Preceding Year 02 - 03	Preceding Year 03 - 04	This Year 04 - 05					
1				003-005-	<b>Personnel</b>			
2	25,116	9,371	11,300	500050	City Manager	9,300	9,300	9,300
3	91,429	88,925	108,200	500051	Administrative Staff	132,700	132,700	132,700
4	-	4,225	16,000	500059	Public Works	-	-	-
5	83,709	131,619	256,200	500060	Building Inspect/ Plan Exam	355,600	355,600	355,600
6	48,483	56,014	103,000	500063	Non-Admin/Clerical	150,500	150,500	150,500
7	16,957	13,765	50,000	500100	Overtime	20,000	20,000	20,000
8								
9	265,694	303,919	544,700		<b>Total Personnel</b>	668,100	668,100	668,100
10								
11	-	3,690	-	504600	Unemployment Insurance	-	-	-
12	6,546	19,795	41,670	504700	Employer FICA	49,000	49,000	49,000
13	33,875	37,320	103,580	504800	Health Insurance	140,400	140,400	140,400
14	4,683	5,060	10,080	504801	Dental Insurance	11,500	11,500	11,500
15	-	-	-	504802	Life Insurance	1,200	1,200	1,200
16	-	-	-	504803	Disability Insurance	1,200	1,200	1,200
17	1,891	1,823	6,240	504900	Worker's Compensation	4,700	4,700	4,700
18	20,961	22,328	78,060	505000	Retirement Plan	124,000	124,000	124,000
19	1,623	1,830	3,390	506000	Tri-Met Excise Tax	4,040	4,040	4,040
20								
21	69,579	91,846	243,020		<b>Total Employee Benefits</b>	336,040	336,040	336,040
22								
23	335,273	395,765	787,720		<b>Total Personal Services</b>	1,004,140	1,004,140	1,004,140
24								
25					<b>Materials and Services</b>			
26	7,708	5,724	21,000	600100	Office Supplies	35,000	35,000	35,000
27	301	7	-	600150	Public Works Supplies	-	-	-
28	2,322	1,100	5,000	600200	Travel	7,000	7,000	7,000
29	3,525	3,299	15,000	600201	Training	18,000	18,000	18,000
30	520	328	2,500	600300	Membership and Dues	2,500	2,500	2,500
31	7,043	8,741	12,500	600400	Utilities	20,000	20,000	20,000
32	3,750	3,354	20,000	601500	Vehicle Operation & Maint.	20,000	20,000	20,000
33	6,630	6,917	7,800	601510	Vehicle Lease	-	-	-
34	794	195	1,500	602000	Publications	1,500	1,500	1,500
35	1,153	241	5,000	602010	Subscriptions & Code Books	5,000	5,000	5,000
36	45	2,000	2,000	602100	Postage	6,000	6,000	6,000
37	-	274	6,000	602200	Insurance	6,000	6,000	6,000
38	6,245	5,567	10,000	602300	Repairs & Maintenance	10,000	10,000	10,000
39	-	500	2,000	602750	Public Outreach	5,000	5,000	5,000



## City of Happy Valley Fiscal Year 2005 - 2006 Budget

### MATERIALS AND SERVICES:

#### Line

- 40. **Miscellaneous Administration:** Used in previous years for miscellaneous items. No longer being used.
- 41. **Legal Attorney fees** for contract creation and review, legal interpretation and representation.
- 42. **Contracted Payroll Services:** Contractor-provided payroll and full tax service, to include quarterly and annual reports. Connectivity and information storage is provided via the Internet.
- 43-45. **Contract Plan Checks, Electrical Inspections, and Other Inspections:** Cost of inspections that may be contracted to the County if permits exceed the capacity of the current number of inspectors.
- 46. **Electrical Program:** The City's electrical program is administered by Clackamas County. The City collects fees for the permits and turns over 88% of the fees collected to the County to cover the cost of inspections.
- 47. **State Surcharge Fees:** Turn over 100% of State surcharges to the State Building Codes agency as required by law.
- 48. **Municipal Lease:** Lease of modular unit to house a portion or all of the building department personnel.
- 49. **Contract Software Services:** Cost for software, programming, system upgrades, tracking and storage for building permits.
- 50. **Software:** Purchase of software for Building Department staff.
- 51. **Contract Geotechnical Engineer:** To provide professional expertise on an as needed basis concerning grading, fills, lot stability and water problems commonly found in Happy Valley.

### CAPITAL OUTLAY:

- 56. **City Hall:** Budgeted in prior years for City Hall remodel.
- 57. **Vehicles:** Vehicles for additional inspectors as needed.
- 58. **Equipment:** Purchase of support equipment such as computers, printers and furniture. Also includes the purchase of a new server to be used for the Building Department's new software program.

### TRANSFERS:


- 63. **New City Hall Fund:** Established to create a reserve to accumulate funds for the eventual purchase of a new City Hall.

### OTHER:

- 67. **Contingency:** An account set aside to meet unforeseen circumstances.

**EXPENDITURE DETAIL**  
**Building Department Fund**

**CITY OF**  
**HAPPY VALLEY**

	HISTORICAL DATA			Account No.		BUDGET FOR NEXT YEAR 2005 - 2006		
	Actual		Adopted Budget			Proposed By Budget Officer	Approved by Budget Comm.	Adopted By Governing Body
	Preceding Year 02 - 03	Preceding Year 03 - 04	This Year 04 - 05					
40	592	161	500	602900	Miscellaneous Admin.	-	-	-
41	-	-	10,000	603100	Legal	12,500	12,500	12,500
42	-	-	-	603210	Contracted Payroll Service	6,000	6,000	6,000
43	1,521	-	600,000	603450	Contract-Plan Checks	600,000	600,000	600,000
44	-	-	75,000	603500	Contract-Plumbing Inspections	75,000	75,000	75,000
45	-	2,138	424,060	603550	Contract Inspections	424,060	424,060	424,060
46	50,633	69,101	120,000	603650	Electrical Program	150,000	150,000	150,000
47	36,871	43,477	99,000	603675	State Surcharge Fees Paid	150,000	150,000	150,000
48	10,136	845	-	603800	Municipal Lease	80,000	80,000	80,000
49	25,589	40,228	60,000	603900	Contract-Software Services	20,000	20,000	20,000
50	-	-	-	603901	Software	50,000	50,000	50,000
51	-	-	-	603950	Contract-Geotechnical Engineer	10,000	10,000	10,000
52								
53	165,378	194,197	1,498,860		<b>Total Materials and Services</b>	1,713,560	1,713,560	1,713,560
54								
55					<b>Capital Outlay</b>			
56	-	18,728	200,000	700100	City Hall	-	-	-
57	-	17,290	40,000	700200	Vehicles	60,000	60,000	60,000
58	799	3,478	50,000	700300	Equipment	60,000	60,000	60,000
59								
60	799	39,496	290,000		<b>Total Capital Outlay</b>	120,000	120,000	120,000
61								
62					<b>Transfers</b>			
63	-	-	-	800125	To New City Hall Fund	870,000	870,000	870,000
64								
65	-	-	-		<b>Total Transfers</b>	870,000	870,000	870,000
66								
67	-	-	341,370	880000	Contingency	425,000	425,000	425,000
68								
69	501,450	629,458	2,917,950		<b>Total Building Fund</b>	4,132,700	4,132,700	4,132,700



**City of Happy Valley  
Fiscal Year 2005 - 2006 Budget**

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**City of Happy Valley  
Fiscal Year 2005 - 2006 Budget**

**SYSTEMS DEVELOPMENT CHARGES FUND**



## City of Happy Valley Fiscal Year 2005 - 2006 Budget

### SYSTEMS DEVELOPMENT CHARGES FUND

- 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. ORS 223.311 requires that systems development charges be deposited into accounts designated for such monies and an annual accounting of these funds is to be made.
- Revenue in this fund is from systems development charges include Transportation, Storm Drainage and Parks as per the City's adopted capital improvement plan. Interest is earned on those funds.
- Expenditures in this fund are as allowed by the City's capital improvement plan that was adopted according to state law.
- On January 11, 2002 the City began a joint Transportation SDC agreement with Clackamas County. All transportation SDC's collected after January 11, 2002, are transferred to Clackamas County as the administrator of the joint program. The intergovernmental agreement states that Clackamas County will provide an accounting for the Joint Transportation SDC funds.
- On February 19, 2002 City Council adopted Resolution 02-09 to revise the capital improvement project list for the City's remaining Transportation SDC funds under the City's control. On February 17, 2004, this resolution was amended by Resolution 04-02.
- On December 28, 2004 City Council adopted Resolution 04-32 to revise the Park System Development Charges.

#### BUDGET SUMMARY:

Historical Data			Description	Budget For Next Year 2005 - 2006		
Actual		Adopted Budget This Year 04 - 05		Proposed By Budget	Approved by Budget	Adopted By Governing
Preceding Year 02 - 03	Preceding Year 03 - 04					
13,737	208,456	2,160,000		Capital Outlay	2,410,000	2,410,000
13,737	208,456	2,160,000	Total	2,410,000	2,410,000	2,410,000



**City of Happy Valley  
Fiscal Year 2005 - 2006 Budget**

**SYSTEMS DEVELOPMENT CHARGES FUND  
*Revenue***

**Line**


- 2. Working Capital:** Funds available but not spent during the previous fiscal year.
- 3. Interest Income:** The City's cash is invested in the Local Government Investment Pool, which is operated by the State of Oregon Treasury. The State Pool provides the best investment opportunity for the City. Cash needed for current obligations is held in an interest bearing checking account.

**System Development Fees (SDC)**

- 5. SDC – Transportation:** This revenue is now collected and turned over to Clackamas County for accounting for the joint transportation SDC fund set up between Clackamas County and Happy Valley.
- 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.
- 7. SDC – Parks:** System development charges collected on building permits or on subdivisions to fund the City's capital improvement plan for parks. The Park SDC rate increased from \$1,500 to \$3,500 in April 2004, and then in December 2004 the rate was increased to \$4,222.

**RESOURCES  
SDC Fund**

**CITY OF  
HAPPY VALLEY**

	HISTORICAL DATA			Account No.	 RESOURCES	BUDGET FOR NEXT YEAR 2005 - 2006		
	Actual		Adopted Budget			Proposed By Budget Officer	Approved by Budget Comm.	Adopted By Governing Body
	Preceding Year 02 - 03	Preceding Year 03 - 04	This Year 04 - 05					
1				005-000-				
2	949,926	1,282,602	1,500,000	401000	Beginning Working Capital	1,800,000	1,800,000	1,800,000
3	19,438	18,666	20,000	403000	Interest Income	25,000	25,000	25,000
4					System Development Fees:			
5	-	-	-	404001	SDC - Transportation	-	-	-
6	80,836	94,089	40,000	404002	SDC - Storm Drainage	40,000	40,000	40,000
7	246,138	388,376	600,000	404003	SDC - Parks	545,000	545,000	545,000
8								
9	1,296,338	1,783,733	2,160,000		<b>Total Resources</b>	<b>2,410,000</b>	<b>2,410,000</b>	<b>2,410,000</b>
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## **City of Happy Valley Fiscal Year 2005 - 2006 Budget**

### **SYSTEMS DEVELOPMENT CHARGES FUND *Expenditures***

#### **CAPITAL OUTLAY;**

##### **Planned projects for Transportation (Line 3)**

- Idelman Road, Mt. Scott Blvd. and Ridgecrest Road Intersection improvements.
- Half-street improvements on SE 145<sup>th</sup> Avenue adjacent to Wetland Park parking area.
- 147<sup>th</sup> Avenue realignment.

##### **Planned projects for Park SDCs (Line 4)**

- Additional covered picnic structures, picnic tables, table pads, BBQ pits, and electrical and water where available.
- Add restroom facility in the north end of the park in the area of the basketball court. Facility will mirror existing restroom facility located in the park.
- Upgrade baseball field dugouts and acquire and install new bleachers at Baseball Field #1.
- Purchase of land for future park in the City's expansion area.

##### **Planned projects for Storm Drainage SDCs (Line 5)**

- Storm culvert removal and mitigation at Scott Creek Lane and SE 129<sup>th</sup> Avenue.
- Other typical projects will include the removal of existing roadside drainage ways with the installation of underground drainage systems including inlets and manhole structures.





**City of Happy Valley  
Fiscal Year 2005 - 2006 Budget**

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**City of Happy Valley  
Fiscal Year 2005 - 2006 Budget**

**ROAD IMPROVEMENT FUND**





## City of Happy Valley Fiscal Year 2005 - 2006 Budget

### ROAD IMPROVEMENT FUND

- Revenue in this fund is from collections from other entities or transfers from the General Fund for road construction or maintenance. Starting in 2004-05, the fund includes a transfer from the General Fund of the 1.5% privilege tax collected by Portland General Electric reserved for construction of sidewalks.
- Expenditures in this fund are planned sidewalk, road construction, and other street improvements.

#### BUDGET SUMMARY:

Historical Data			Description	Budget For Next Year 2005 - 2006		
Actual		Adopted Budget This Year 04 - 05		Proposed By Budget	Approved by Budget	Adopted By Governing
Preceding Year 02 - 03	Preceding Year 03 - 04					
-	12,531	750,000	Material and Services	100,000	100,000	100,000
538,000	791,042	1,508,000	Capital Outlay	544,000	544,000	544,000
538,000	803,573	2,258,000	Total	644,000	644,000	644,000



**City of Happy Valley**  
**Fiscal Year 2005 - 2006 Budget**


**ROAD IMPROVEMENT FUND**  
*Revenue*

**Line**

- 2. Working Capital:** Funds available but not spent during the previous fiscal year.
- 3. Interest Income:** The City's cash is invested in the Local Government Investment Pool, which is operated by the State of Oregon Treasury. The State Pool provides the best investment opportunity for the City. Cash needed for current obligations is held in an interest bearing checking account.
- 5. Cooperative Projects:** Funds collected from other agencies for road construction and maintenance.
- 6. Grants:** The City applies for grants sponsored by federal, state, and regional governments and non-governmental organizations to fund various road improvement projects and programs.
- 7. Transfer:** Transfer of 1.5% Privilege Tax collected in the General Fund.

**RESOURCES**  
**Road Improvement Fund**

**CITY OF**  
**HAPPY VALLEY**

	HISTORICAL DATA			Account No.	 RESOURCES	BUDGET FOR NEXT YEAR 2005 - 2006		
	Actual		Adopted Budget			Proposed By Budget Officer	Approved by Budget Comm.	Adopted By Governing Body
	Preceding Year 02 - 03	Preceding Year 03 - 04	This Year 04 - 05					
1				021-000-				
2	-	201,475	220,000	401000	Beginning Working Capital	250,000	250,000	250,000
3	4,075	1,485	3,000	403000	Interest Income	4,000	4,000	4,000
4								
5	435,400	746,163	1,500,000	418000	Cooperative Projects	100,000	100,000	100,000
6	-	92,359	500,000	431100	Grants	250,000	250,000	250,000
7	300,000	-	35,000	490000	Transfers	40,000	40,000	40,000
8								
9	739,475	1,041,482	2,258,000		Total Resources	644,000	644,000	644,000
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11								
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**City of Happy Valley  
Fiscal Year 2005 - 2006 Budget**

**ROAD IMPROVEMENT FUND  
*Expenditures***

**MATERIALS AND SERVICES:**

**Line**

- 2. Contract Engineering:** Transportation engineering and planning.

**CAPITAL OUTLAY;**

- 7. Bicycle and Pedestrian Pathways:** Construction of bicycle and pedestrian pathways, based upon grant funding.
- 8. Road Construction:** Construction or substantial repair of new streets and roads within the City.

**EXPENDITURE DETAIL  
Road Improvement Fund**

**CITY OF  
HAPPY VALLEY**

	HISTORICAL DATA			Account No.	EXPENDITURE DESCRIPTION	BUDGET FOR NEXT YEAR 2005 - 2006		
	Actual		Adopted Budget			Proposed By	Approved by	Adopted By
	Preceding Year 02 - 03	Preceding Year 03 - 04	This Year 04 - 05			Budget Officer	Budget Comm.	Governing Body
1				021-008-	<b>Materials and Services</b>			
2	-	12,531	750,000	603700	Contract Engineering	100,000	100,000	100,000
3								
4	-	12,531	750,000		<b>Total Materials and Services</b>	100,000	100,000	100,000
5								
6					<b>Capital Outlay</b>			
7	-	-	80,000	700227	Bicycle & Ped Pathways	100,000	100,000	100,000
8	538,000	791,042	1,428,000	700250	Road Construction	444,000	444,000	444,000
9								
10	538,000	791,042	1,508,000		<b>Total Capital Outlay</b>	544,000	544,000	544,000
11								
12	538,000	803,573	2,258,000		<b>Total Requirements</b>	644,000	644,000	644,000
13								
14								
15								
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**City of Happy Valley  
Fiscal Year 2005 - 2006 Budget**

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**City of Happy Valley  
Fiscal Year 2005 - 2006 Budget**

**LAW ENFORCEMENT FUND**



## City of Happy Valley Fiscal Year 2005 - 2006 Budget

### LAW ENFORCEMENT FUND

The purpose of the Law Enforcement Fund is to provide law enforcement services to citizens at the level promised when the five-year Law Enforcement Levy was passed in 2002 by the voters of Happy Valley.

- The Law Enforcement Fund (formerly titled Public Safety Fund) was created to strictly account for those tax dollars collected for contract law enforcement services.
- Revenue for this fund is Property Tax collections from the Local Option Levy transferred from the General Fund.
- Expenditures in this fund are for law enforcement.

#### BUDGET SUMMARY:

Historical Data			Description	Budget For Next Year 2005 - 2006		
Actual		Adopted Budget This Year 04 - 05		Proposed By Budget	Approved by Budget	Adopted By Governing
Preceding Year 02 - 03	Preceding Year 03 - 04					
106,891	608,442	820,000	Material and Services	1,173,000	1,173,000	1,173,000
-	-	148,000	Contingency	200,000	200,000	200,000
106,891	608,442	968,000	Total	1,373,000	1,373,000	1,373,000





**City of Happy Valley  
Fiscal Year 2005 - 2006 Budget**


**LAW ENFORCEMENT FUND  
*Revenue***

**Line**

- 2. Working Capital:** Funds available but not spent during the previous fiscal year.
- 3. Interest Income:** The City's cash is invested in the Local Government Investment Pool, which is operated by the State of Oregon Treasury. The State Pool provides the best investment opportunity for the City. Cash needed for current obligations is held in an interest bearing checking account.
- 6. Transfers:** Transfer of Local Option Property Tax collections from the General Fund. Property taxes, to include special levies, must be collected in the General Fund. To best account for this dedicated tax revenue, police protection money is transferred to this special revenue fund.

**RESOURCES**  
**Law Enforcement Fund**

**CITY OF**  
**HAPPY VALLEY**

HISTORICAL DATA					BUDGET FOR NEXT YEAR 2005 - 2006			
Actual		Adopted Budget	Account No.		RESOURCES	Proposed By Budget Officer	Approved by Budget Comm.	Adopted By Governing Body
Preceding Year 02 - 03	Preceding Year 03 - 04	This Year 04 - 05						
1			022-000-					
2	-	9,821	105,000	401000	Beginning Working Capital	400,000	400,000	400,000
3	1,712	5,962	3,000	403000	Interest Income	3,000	3,000	3,000
4								
5								
6	115,000	789,284	860,000	490000	Transfers	970,000	970,000	970,000
7								
8	116,712	805,067	968,000		Total Resources	1,373,000	1,373,000	1,373,000
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**City of Happy Valley  
Fiscal Year 2005 - 2006 Budget**

**LAW ENFORCEMENT FUND**  
*Expenditures*


**MATERIALS AND SERVICES:**

**Line**

- 2. Contract Police Protection:** Contract with Clackamas County Sheriff for full time police protection. This year's budget includes the addition of a motor officer to address traffic in the City.
- 7. Contingency:** An account set aside to meet unforeseen circumstances.

**EXPENDITURE DETAIL  
Law Enforcement Fund**

**CITY OF  
HAPPY VALLEY**

	HISTORICAL DATA			Account No.		BUDGET FOR NEXT YEAR 2005 - 2006		
	Actual		Adopted Budget			Proposed By	Approved by	Adopted By
	Preceding Year 02 - 03	Preceding Year 03 - 04	This Year 04 - 05			Budget Officer	Budget Comm.	Governing Body
1				022-004-	<b>Materials and Services</b>			
2	106,891	608,442	820,000	604900	Contract Police Services	1,173,000	1,173,000	1,173,000
3								
4	106,891	608,442	820,000		<b>Total Materials and Services</b>	1,173,000	1,173,000	1,173,000
5								
6								
7	-	-	148,000		Contingency	200,000	200,000	200,000
8								
9	106,891	608,442	968,000		<b>Total Requirements</b>	1,373,000	1,373,000	1,373,000
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**City of Happy Valley**  
**Fiscal Year 2005 - 2006 Budget**

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**City of Happy Valley  
Fiscal Year 2005 - 2006 Budget**

**PENSION RESERVE FUND**



## City of Happy Valley Fiscal Year 2005 - 2006 Budget

### PENSION RESERVE FUND

- Revenue for this fund was transferred from the General Fund for future pension liability.
- Expenditures in this fund shall be used to reduce the City's future pension.
- This reserve fund was created to set aside funds for the City's potential liability to the Public Employee's Retirement System (PERS). In 2002, the PERS proposed an increase in the City contribution rate from 9.61% to 14.69% of salary. On July 1, 2003, due to actions taken by the State Legislature, the PERS rate was set at 8.33%. Employees hired after August 29, 2003, will have an employer rate of 8.04%. In February 2005, the PERS rate for 2005-06 was set at 13.17%. This is planned to go to 18.01% for 2007-08.
- With the increase from 8.33% to 13.17%, this fund will be used in 2005-06 to pay for the difference.

#### BUDGET SUMMARY:

Historical Data			Description	Budget For Next Year 2005 - 2006		
Actual		Adopted Budget This Year 04 - 05		Proposed By Budget	Approved by Budget	Adopted By Governing
Preceding Year 02 - 03	Preceding Year 03 - 04					
-	-	347,000	Material and Services	353,000	353,000	353,000
-	-	347,000	Total	353,000	353,000	353,000



**City of Happy Valley**  
**Fiscal Year 2005 - 2006 Budget**

**PENSION RESERVE FUND**  
*Revenue*


**Line**

- 2. Working Capital:** Funds available but not spent during the previous fiscal year.
- 3. Interest Income:** The City's cash is invested in the Local Government Investment Pool, which is operated by the State of Oregon Treasury. State law limits how the City may invest funds. The State Pool provides the best investment opportunity for the City. Cash needed for current obligations is held in an interest bearing checking account.
- 6. Transfer:** Transfer of funds from the General Fund. No transfers are planned for 2005-06.



**RESOURCES**  
**Pension Reserve Fund**

**CITY OF**  
**HAPPY VALLEY**

	HISTORICAL DATA			Account No.	 RESOURCES	BUDGET FOR NEXT YEAR 2005 - 2006		
	Actual		Adopted Budget			Proposed By Budget Officer	Approved by Budget Comm.	Adopted By Governing Body
	Preceding Year 02 - 03	Preceding Year 03 - 04	This Year 04 - 05					
1				023-000-				
2	-	242,112	245,000	401000	Beginning Working Capital	350,000	350,000	350,000
3	4,069	3,043	2,000	403000	Interest Income	3,000	3,000	3,000
4								
5								
6	238,000	-	100,000	490000	Transfers	-	-	-
7								
8	242,069	245,155	347,000		Total Resources	353,000	353,000	353,000
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**City of Happy Valley**  
**Fiscal Year 2005 - 2006 Budget**

**PENSION RESERVE FUND**  
*Expenditures*


**MATERIALS AND SERVICES:**

**Line**

2. **Retirement Plan:** The City had decided to use this fund to pay a portion of the increased employer PERS rate during 2005-06. The difference between last year's PERS rate of 8.33% and this year's rate of 13.17% will be paid out of this fund for all salaries except the Building Department. It is estimated that the amount used from the Pension Reserve Fund for 2005-06 will be \$50,000.

**EXPENDITURE DETAIL**  
**Pension Reserve Fund**

**CITY OF**  
**HAPPY VALLEY**

	<b>HISTORICAL DATA</b>					<b>BUDGET FOR NEXT YEAR 2005 - 2006</b>		
	<b>Actual</b>		<b>Adopted Budget</b>			<b>Proposed By</b>	<b>Approved by</b>	<b>Adopted By</b>
	<b>Preceding Year</b>	<b>Preceding Year</b>	<b>This Year</b>					
	<b>02 -03</b>	<b>03 - 04</b>	<b>04 - 05</b>	<b>Account No.</b>	<b>EXPENDITURE DESCRIPTION</b>	<b>Budget Officer</b>	<b>Budget Comm.</b>	<b>Governing Body</b>
1				023-002-	<b>Personal Servcies</b>			
2	-	-	347,000	505000	Retirement Plan	353,000	353,000	353,000
3								
4	-	-	347,000		<b>Total Personal Servcies</b>	353,000	353,000	353,000
5								
6								
7								
8								
9	-	-	347,000		<b>Total Requirements</b>	353,000	353,000	353,000
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**City of Happy Valley  
Fiscal Year 2005 - 2006 Budget**

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**City of Happy Valley  
Fiscal Year 2005 - 2006 Budget**

**FUTURE EXPANSION RESERVE FUND**



## City of Happy Valley Fiscal Year 2005 - 2006 Budget

### FUTURE EXPANSION RESERVE FUND

- This fund was created in 2002-03, to separately account for costs associated with the future expansion of the City of Happy Valley. Now that future expansion is becoming a large part of the City's workload, it makes more sense to transfer the funds from this account to the General Fund and budget these expenditures along with the regular operations of the City.
- Revenue in this fund was transferred from the General Fund for planning the future expansion of the City of Happy Valley.
- Expenditures in this fund shall be used to ensure:
  - A commitment to METRO and other local government entities that the City is capable of providing municipal services to the expanded new areas,
  - The City is capable of participating in the financing of required 'concept' and comprehensive planning,
  - The City has sufficient matching funds to qualify for planning grants,
  - The City can proceed, if necessary, on it's own with funding the required planning.

#### BUDGET SUMMARY:

Historical Data			Description	Budget For Next Year 2005 - 2006		
Actual		Adopted Budget This Year 04 - 05		Proposed By Budget	Approved by Budget	Adopted By Governing
Preceding Year 02 - 03	Preceding Year 03 - 04					
-	21,396	80,000	Personal Services	-	-	-
-	48,456	282,000	Material and Services	-	-	-
-	-	-	Transfers	250,000	250,000	250,000
-	69,852	362,000	Total	250,000	250,000	250,000



**City of Happy Valley  
Fiscal Year 2005 - 2006 Budget**


**FUTURE EXPANSION RESERVE FUND  
*Revenue***

**Line**

- 2. Working Capital:** Funds available but not spent during the previous fiscal year.
- 3. Interest Income:** The City's cash is invested in the Local Government Investment Pool, which is operated by the State of Oregon Treasury. The State Pool provides the best investment opportunity for the City. Cash needed for current obligations is held in an interest bearing checking account.
- 6. Transfers:** Transfer of funds from the General Fund.

**RESOURCES**  
Reserve for Future Expansion Fund

**CITY OF  
HAPPY VALLEY**

	HISTORICAL DATA			Account No.	 RESOURCES	BUDGET FOR NEXT YEAR 2005 - 2006		
	Actual		Adopted Budget			Proposed By	Approved by	Adopted By
	Preceding Year 02 - 03	Preceding Year 03 - 04	This Year 04 - 05			Budget Officer	Budget Comm.	Governing Body
1				024-000-				
2	-	152,565	210,000	401000	Beginning Working Capital	250,000	250,000	250,000
3	2,565	3,042	2,000	403000	Interest Income	-	-	-
4								
5								
6	150,000	100,000	150,000	490000	Transfers	-	-	-
7								
8	152,565	255,607	362,000		<b>Total Resources</b>	250,000	250,000	250,000
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**City of Happy Valley**  
**Fiscal Year 2005 - 2006 Budget**

**FUTURE EXPANSION RESERVE FUND**  
*Expenditures*


**MATERIALS AND SERVICES:**

**Line**

- 19. Legal:** Legal expenses pertaining to Future Expansion issues.
- 20. Contract / Planning:** Technical serviced provided by contract employees and companies for municipal future expansion projects of a scale or complexity that are outside the capabilities of the existing staff.
- 25. Transfer to General Fund:** Transfer of remaining balance in this fund to eliminate the fund.

**EXPENDITURE DETAIL**  
Reserve for Future Expansion Fund

**CITY OF  
HAPPY VALLEY**

HISTORICAL DATA					BUDGET FOR NEXT YEAR 2005 - 2006			
Actual		Adopted Budget	Account No.		EXPENDITURE DESCRIPTION	Proposed By Budget Officer	Approved by Budget Comm.	Adopted By Governing Body
Preceding Year 02 -03	Preceding Year 03 - 04	This Year 04 - 05						
1			024-006-	Personnel				
2	-	-	36,300	500051	Administrative Staff	-	-	-
3	-	16,794	21,000	500063	Non-Admin/Clerical	-	-	-
4								
5	-	16,794	57,300		Total Personnel	-	-	-
6								
7	-	1,285	4,390	504700	Employer FICA	-	-	-
8	-	1,529	8,690	504800	Health Insurance	-	-	-
9	-	190	850	504801	Dental Insurance	-	-	-
10	-	55	190	504900	Worker's Compensation	-	-	-
11	-	1,445	8,220	505000	Retirement Plan	-	-	-
12	-	98	360	506000	Tri-Met Excise Tax	-	-	-
13								
14	-	4,602	22,700		Total Employee Benefits	-	-	-
15								
16	-	21,396	80,000		Total Personal Services	-	-	-
17								
18					Materials and Services			
19	-	7,877	-	603100	Legal	-	-	-
20	-	40,579	282,000	603700	Contact Planning	-	-	-
21								
22	-	48,456	282,000		Total Materials and Services	-	-	-
23								
24					Transfers			
25	-	-	-	800123	To General Fund	250,000	250,000	250,000
26								
27	-	-	-		Total Transfers	250,000	250,000	250,000
28								
29	-	69,852	362,000		Total Requirements	250,000	250,000	250,000



**City of Happy Valley  
Fiscal Year 2005 - 2006 Budget**

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**City of Happy Valley  
Fiscal Year 2005 - 2006 Budget**

**RESERVE FOR NEW CITY HALL FUND**



## City of Happy Valley Fiscal Year 2005 - 2006 Budget

### RESERVE FOR NEW CITY HALL FUND

- This fund is being created in 2005-06, to create a reserve to accumulate funds for the eventual purchase of a new City Hall.
- Revenue in this fund was transferred from the General Fund and the Building Department Fund.
- Expenditures in this fund shall be used for the purchase of land and the building of a new City Hall

#### BUDGET SUMMARY:

Historical Data				Budget For Next Year 2005 - 2006		
Actual		Adopted Budget This Year 04 - 05		Proposed By Budget	Approved by Budget	Adopted By Governing
Preceding Year 02 - 03	Preceding Year 03 - 04					
-	-	-		Capital Outlay	2,880,000	2,880,000
-	-	-	Total	2,880,000	2,880,000	2,880,000



**City of Happy Valley  
Fiscal Year 2005 - 2006 Budget**


**RESERVE FOR NEW CITY HALL FUND  
*Revenue***

**Line**

- 2. Working Capital:** Funds available but not spent during the previous fiscal year.
- 3. Interest Income:** The City's cash is invested in the Local Government Investment Pool, which is operated by the State of Oregon Treasury. The State Pool provides the best investment opportunity for the City. Cash needed for current obligations is held in an interest bearing checking account.
- 6. Transfers:** Transfer of funds from the General Fund and the Building Department Fund.

**RESOURCES**  
Reserve for New City Hall Fund

**CITY OF  
HAPPY VALLEY**

	HISTORICAL DATA			Account No.	 RESOURCES	BUDGET FOR NEXT YEAR 2005 - 2006		
	Actual		Adopted Budget			Proposed By	Approved by	Adopted By
	Preceding Year 02 - 03	Preceding Year 03 - 04	This Year 04 - 05			Budget Officer	Budget Comm.	Governing Body
1				025-000-				
2	-	-	-	401000	Beginning Working Capital	-	-	-
3	-	-	-	403000	Interest Income	10,000	10,000	10,000
4								
5								
6	-	-	-	490000	Transfers	2,870,000	2,870,000	2,870,000
7								
8	-	-	-		<b>Total Resources</b>	<b>2,880,000</b>	<b>2,880,000</b>	<b>2,880,000</b>
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**City of Happy Valley  
Fiscal Year 2005 - 2006 Budget**

**RESERVE FOR NEW CITY HALL FUND  
*Expenditures***

**CAPITAL OUTLAY:**


**Line**

- 2.**      City Hall: Purchase of land and the building of a new City Hall.



**EXPENDITURE DETAIL**  
Reserve for New City Hall Fund

**CITY OF  
HAPPY VALLEY**

HISTORICAL DATA					BUDGET FOR NEXT YEAR 2005 - 2006			
Actual		Adopted Budget This Year 04 - 05	Account No.		EXPENDITURE DESCRIPTION	Proposed By Budget Officer	Approved by Budget Comm.	Adopted By Governing Body
Preceding Year 02 -03	Preceding Year 03 - 04							
1				025-002-	Capital Outlay			
2	-	-	-	700100	City Hall	2,880,000	2,880,000	2,880,000
3								
4	-	-	-		Total Capital Outlay	2,880,000	2,880,000	2,880,000
5								
6								
7								
8	-	-	-		Total Requirements	2,880,000	2,880,000	2,880,000
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**City of Happy Valley  
Fiscal Year 2005 - 2006 Budget**

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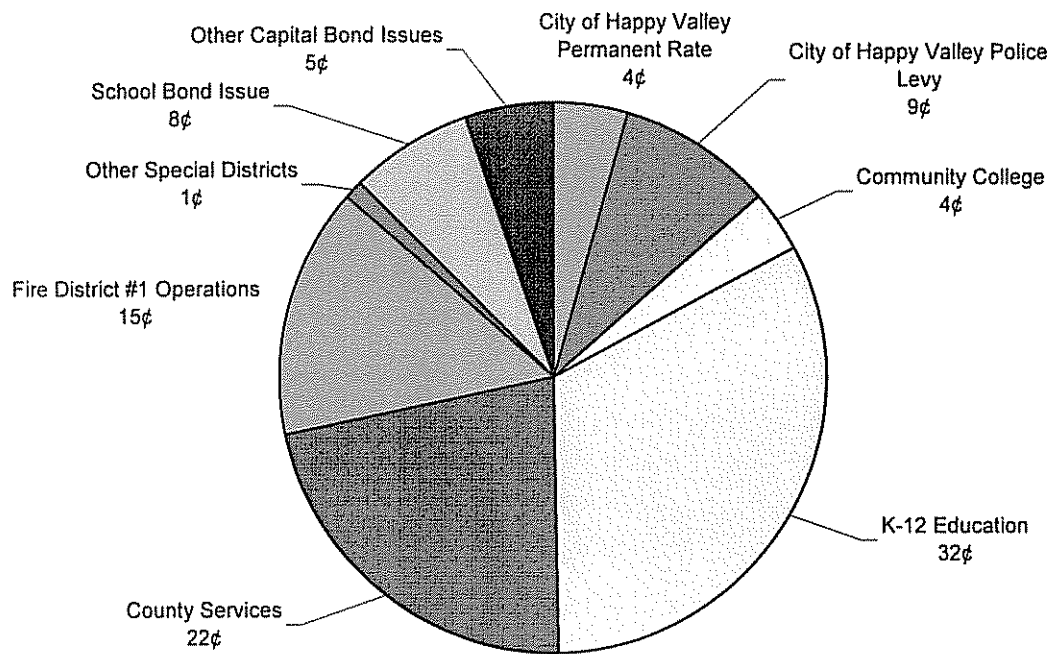


**City of Happy Valley  
Fiscal Year 2005 - 2006 Budget**

**STATISTICAL SECTION**

# Clackamas County Property Tax Bill

## Where Does Your Tax \$ Go?





**City of Happy Valley  
Fiscal Year 2005 - 2006 Budget**

**REVENUE BY TYPE  
10 Year History  
All Funds**

<b>Fiscal Year Ending June 30, 2005</b>	<b>Property Taxes</b>	<b>State Allocations</b>	<b>Franchise Fees</b>	<b>Building, Construction &amp; Development</b>	<b>Local Revenue and Interest</b>	<b>Gas Tax</b>	<b>Other Street Fund Revenue</b>	<b>SDC Fees</b>	<b>Other SDC Fund Revenue</b>	<b>Park Development Fund Revenue</b>
1995	\$ 146,273	\$ 52,938	\$ 62,117	\$ 206,036	\$ 24,205	\$ 99,617	\$ 11,500	\$ 363,876	\$ 13,841	\$ 1,558
1996	156,970	36,439	71,783	240,106	34,717	114,513	16,044	217,339	36,327	-
1997	162,648	46,302	85,157	466,217	37,697	120,609	18,433	271,482	51,309	-
1998	172,606	47,047	89,545	688,337	75,569	126,691	72,123	787,608	48,824	-
1999	195,123	47,227	125,401	1,001,144	74,331	143,117	678,580	256,483	36,902	-
2000	228,967	58,863	134,553	813,244	87,276	181,108	23,131	621,155	48,276	-
2001	273,536	76,794	171,160	752,157	328,176	181,256	32,832	478,890	53,447	-
2002	327,344	79,030	203,651	1,264,770	81,612	200,725	340,611	256,285	23,647	-
2003	355,863	94,046	243,509	1,235,040	848,493	218,197	20,858	326,974	19,438	-
2004	1,197,847	105,093	367,827	1,894,717	1,174,918	267,775	7,305	482,465	18,666	-

**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. Starting in 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 here 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 categorized otherwise in the budget. 2003 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 parks, storm water, and transportation.

**Other SDC Revenue:** Generally interest on SDC funds.

**Park Development Fund Revenue:** A fund closed in 1995 that was used to account for parks capital projects.



**City of Happy Valley  
Fiscal Year 2005 - 2006 Budget**

**SUMMARY OF TAXES ASSESSED  
By Tax Code  
Assessment Role of 2004 - 2005**

Tax Code	012-149	012-168	012-188	012-191	012-194	012-196
Assessed Valuation	\$ 607,643,411	\$ 12,916,188	\$ 6,861,504	\$ 37,776,170	\$ 8,339,082	\$ 10,091
M-50 Consolidated Tax Rate	14.9459	14.8355	14.9459	15.4841	14.8355	15.3878
Clackamas Community College	0.5408	0.5408	0.5408	0.5408	0.5408	0.5408
ESD Clackamas	0.3591	0.3591	0.3591	0.3591	0.3591	0.3591
N Clackamas SD #12	4.4649	4.4649	4.4649	4.4649	4.4649	4.4649
Mt. Hood Community College	-	-	-	-	-	-
Mt. Hood Community College GAP	-	-	-	-	-	-
ESD Multnomah Co	-	-	-	-	-	-
Centennial SD #302	-	-	-	-	-	-
Total Education	5.3648	5.3648	5.3648	5.3648	5.3648	5.3648
City of Happy Valley Permanent Rate	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
Clackamas County	2.4042	2.4042	2.4042	2.4042	2.4042	2.4042
County Enhanced Law	-	-	-	-	-	-
FD #1	2.2153	2.2153	2.2153	2.2153	2.2153	2.2153
N Clackamas Parks	-	-	-	0.4890	-	0.4890
Port of Portland	0.0685	0.0685	0.0685	0.0685	0.0685	0.0685
Service District 2 Metro	0.0937	0.0937	0.0937	0.0937	0.0937	0.0937
Urban Renewal	0.7519	0.7484	0.7519	0.8011	0.7484	0.8002
Urban Renewal County SP	0.1278	0.1278	0.1278	0.1278	0.1278	0.1278
Vector Control	0.0065	0.0065	0.0065	0.0065	0.0065	0.0065
Total General Government	7.7189	7.7154	7.7189	8.2571	7.7154	8.2562
Community College Bond CCC	0.2351	0.2351	0.2351	0.2351	0.2351	0.2351
Community College Bond Mt. Hood	-	-	-	-	-	-
FD #1 Bond	0.1716	0.1716	0.1716	0.1716	0.1716	0.1716
Port of Portland Bond	-	-	-	-	-	-
N Clackamas SD #12 Bond	1.0718	1.0718	1.0718	1.0718	1.0718	1.0718
Centennial SD #302 Bond	-	-	-	-	-	-
Service #2 Metro Bond	0.1814	0.1814	0.1814	0.1814	0.1814	0.1814
Tri Met Bond	0.1069	-	0.1069	0.1069	-	0.1069
Mt. Scott Water Bond	0.0954	0.0954	0.0954	0.0954	0.0954	-
Total Excluded From Limitations	1.8622	1.7553	1.8622	1.8622	1.7553	1.7668
Total Rate	14.9459	14.8355	14.9459	15.4841	14.8355	15.3878

Tax Code	012-196	012-197	012-198	302-015	302-016
Assessed Valuation	\$ 1,401,929	\$ 541,384	\$ 15,452,382	\$ 2,052,297	\$ 3,908
M-50 Consolidated Tax Rate	14.7392	14.7392	15.3737	15.5134	15.4171
Clackamas Community College	0.5408	0.5408	0.5408	-	-
ESD Clackamas	0.3591	0.3591	0.3591	-	-
N Clackamas SD #12	4.4649	4.4649	4.4649	-	-
Mt. Hood Community College	-	-	-	0.4806	0.4806
Mt. Hood Community College GAP	-	-	-	-	-
ESD Multnomah Co	-	-	-	0.4576	0.4576
Centennial SD #302	-	-	-	4.7448	4.7448
Total Education	5.3648	5.3648	5.3648	5.6830	5.6830
City of Happy Valley Permanent Rate	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
Clackamas County	2.4042	2.4042	2.4042	2.4042	2.4042
County Enhanced Law	-	-	-	-	-
FD #1	2.2153	2.2153	2.2153	2.2153	2.2153
N Clackamas Parks	-	-	0.4890	-	-
Port of Portland	0.0685	0.0685	0.0685	0.0685	0.0685
Service District 2 Metro	0.0937	0.0937	0.0937	0.0937	0.0937
Urban Renewal	0.7475	0.7475	0.7976	0.2226	0.2217
Urban Renewal County SP	0.1278	0.1278	0.1278	0.1278	0.1278
Vector Control	0.0065	0.0065	0.0065	0.0065	0.0065
Total General Government	7.7145	7.7145	8.2536	7.1896	7.1887
Community College Bond CCC	0.2351	0.2351	0.2351	-	-
Community College Bond Mt. Hood	-	-	-	0.0063	0.0063
FD #1 Bond	0.1716	0.1716	0.1716	0.1716	0.1716
Port of Portland Bond	-	-	-	-	-
N Clackamas SD #12 Bond	1.0718	1.0718	1.0718	-	-
Centennial SD #302 Bond	-	-	-	2.1861	2.1861
Service #2 Metro Bond	0.1814	0.1814	0.1814	0.1814	0.1814
Tri Met Bond	-	-	-	-	-
Mt. Scott Water Bond	-	-	0.0954	0.0954	-
Total Excluded From Limitations	1.6599	1.6599	1.7553	2.6408	2.5454
Total Rate	14.7392	14.7392	15.3737	15.5134	15.4171



**City of Happy Valley  
Fiscal Year 2005 - 2006 Budget**

**TAX LEVY  
10 Year History**

<b>Fiscal Year Ending June 30,</b>	<b>Taxes Levied</b>	<b>% Increase In Taxes Levied</b>	<b>Assessed Valuation</b>	<b>% Increase In Assessed Valuation</b>	<b>Tax Rate per \$1,000</b>	
1995-96	\$ 156,858	5.56%	\$ 229,017,160	19.72%	\$ 0.6490	
1996-97	166,361	6.06%	276,384,330	20.68%	0.6016	
1997-98	176,648	6.18%	263,262,270 *	-4.75%	0.6712	Permanent Rate
1998-99	200,710	13.62%	298,126,320 *	13.24%	0.6710	Permanent Rate
1999-00	233,632	16.40%	348,184,230 *	16.79%	0.6710	Permanent Rate
2000-01	284,495	21.77%	422,987,951 *	21.48%	0.6710	Permanent Rate
2001-02	339,732	19.42%	503,630,853 *	19.07%	0.6710	Permanent Rate
2002-03	364,222	7.21%	541,178,115 *	7.46%	0.6710	Permanent Rate
2003-04 **	1,259,059	245.68%	607,541,173 *	12.26%	2.0510	Permanent Rate
2004-05 **	1,443,493	14.65%	695,152,888 *	14.42%	2.0510	Permanent Rate

\* 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



**City of Happy Valley  
Fiscal Year 2005 - 2006 Budget**

**ASSESSED VALUE BY PROPERTY TYPE  
10 Year History**

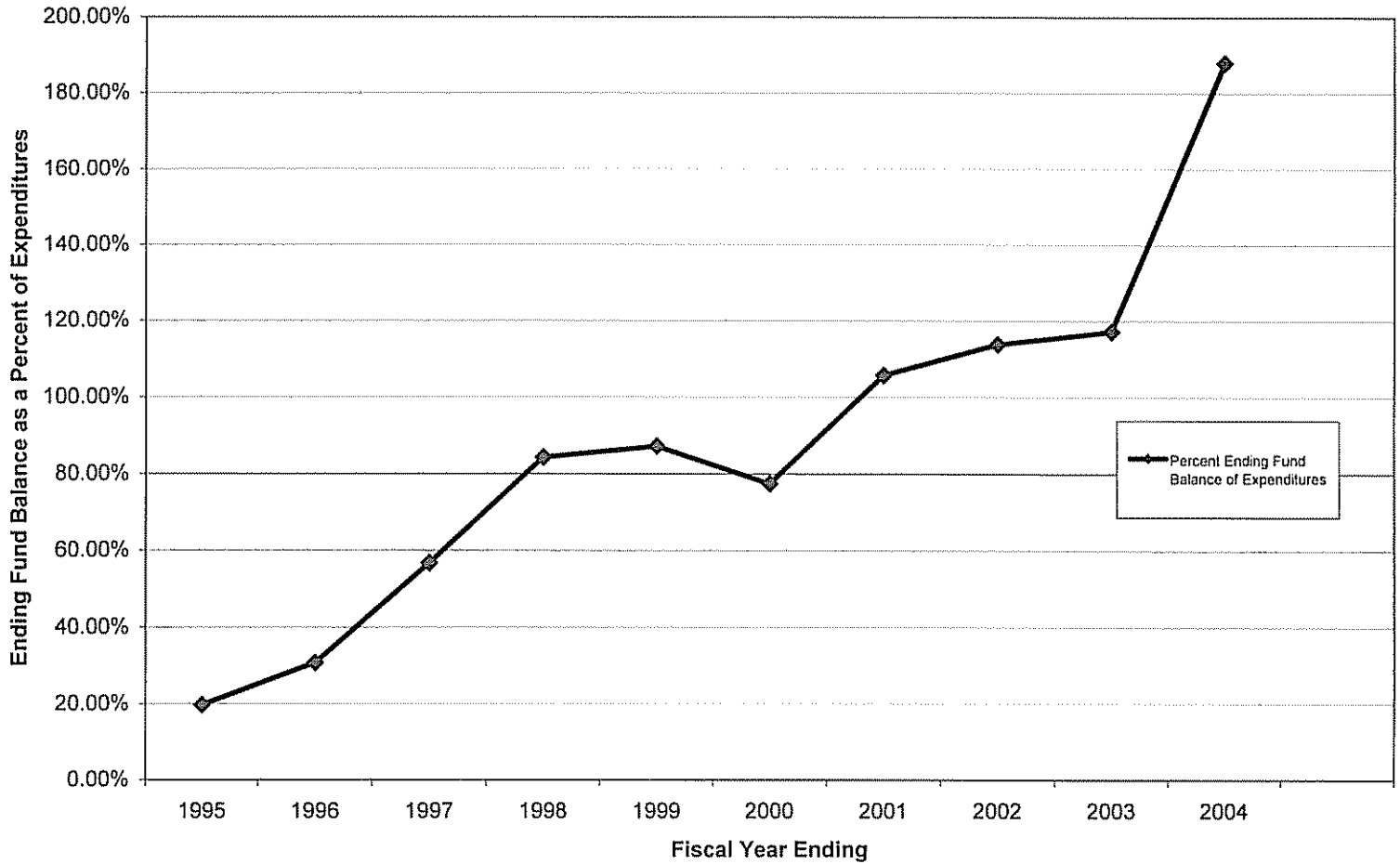
<b>Fiscal Year</b>	<b>Real Property</b>	<b>Manufactured Structures</b>	<b>Personal Property</b>	<b>Public Utility</b>	<b>Total Taxable</b>
1993-94	\$ 139,960,560	\$ 129,890	\$ 362,530	\$ 3,929,040	\$ 144,382,020
1994-95	184,228,020	136,360	2,776,570	4,151,610	191,292,560
1995-96	222,185,840	144,520	2,668,600	4,018,200	229,017,160
1996-97	268,946,100	151,080	2,486,750	4,800,400	276,384,330
1997-98	255,537,470	97,880	2,350,960	5,275,960	263,262,270
1998-99	289,870,620	37,800	2,207,710	6,010,190	298,126,320
1999-01	338,325,130	38,920	2,501,440	7,318,740	348,184,230
2000-01	410,891,085	40,087	2,485,935	9,570,844	422,987,951
2001-02	475,218,317	1,061,643	4,795,038	22,555,855	503,630,853
2002-03	524,182,030	992,600	4,781,043	11,222,442	541,178,115
2003-04	592,660,467	1,032,749	4,201,801	9,646,156	607,541,173
2004-05	676,633,373	918,943.0	3,939,159	13,661,413	695,152,888





City of Happy Valley  
Fiscal Year 2005 - 2006 Budget

ENDING FUND BALANCE  
As a Percent of Expenditures





**City of Happy Valley  
Fiscal Year 2005 - 2006 Budget**

**SUMMARY OF KEY DATA**

<b>Fiscal Year Ending June 30, 2005</b>	<b>Ending Fund Balance</b>	<b>% Increase Ending Fund Balance</b>	<b>Tax Levy</b>	<b>% Increase Tax Levy</b>	<b>Assessed Valuation</b>	<b>% Increase Assessed Valuation</b>	<b>Tax Rate per \$1,000</b>	<b>% Increase Tax Rate per \$1,000</b>	<b>Population</b>	<b>% Increase Population</b>	<b>All Funds Expenditures</b>	<b>% Increase All Funds Expenditures</b>
1994	\$ 85,128	551%	\$ 140,846	6%	\$ 144,382,020	22%	0.9748	-13%	2,060	8%	\$ 588,939	-33%
1995	94,905	11%	148,599	6%	191,262,560	32%	0.7730	-21%	2,365	15%	584,742	-1%
1996	149,317	57%	156,858	6%	229,017,160	20%	0.6490	-16%	2,660	12%	729,141	25%
1997	344,367	131%	166,361	6%	276,384,300	21%	0.6016	-7%	2,825	6%	949,789	30%
1998	648,530	88%	176,648	6%	263,262,270	-5%	0.6712	12%	3,125	11%	2,178,878	129%
1999	834,576	29%	200,710	14%	298,126,320	13%	0.6710	0%	3,540	13%	2,182,835	0%
2000	940,508	13%	233,632	16%	348,184,230	17%	0.6710	0%	3,965	12%	1,745,368	-20%
2001	1,150,652	22%	283,825	21%	422,987,951	21%	0.6710	0%	4,930	24%	2,435,885	40%
2002	1,286,985	12%	364,222	28%	541,178,115	28%	0.6710	0%	5,810	18%	1,990,424	-18%
2003	1,116,352	-13%	1,259,059	246%	607,541,173	12%	2.0510	206%	6,370	10%	2,434,603	22%
2004	2,160,505	68%	1,443,493	296%	695,152,888	28%	2.0510	0%	6,640	14%	3,704,335	86%

\* Building expenditures moved to Building Fund



**City of Happy Valley  
Fiscal Year 2005 - 2006 Budget**

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**City of Happy Valley  
Fiscal Year 2005 - 2006 Budget**

**LEGAL REQUIREMENTS**



## City of Happy Valley Fiscal Year 2005 - 2006 Budget Calendar

DUE DATE	TASK
February, 2005	<ul style="list-style-type: none"> <li>▪ Appoint Budget Officer</li> </ul>
January - April, 2005	<ul style="list-style-type: none"> <li>▪ Prepare Proposed Budget</li> </ul>
May 4, 2005	<ul style="list-style-type: none"> <li>▪ Publish 1st Notice of Budget Committee Meeting (no more than 30 days before the meeting)*</li> </ul>
May 11, 2005	<ul style="list-style-type: none"> <li>▪ Publish 2nd Notice of Budget Committee Meeting (at least 5 days after 1st notice, but no less than 5 days before the meeting)*</li> </ul>
May 23, 2005	<ul style="list-style-type: none"> <li>▪ Budget Committee Meeting</li> </ul>
May 31, 2005	<ul style="list-style-type: none"> <li>▪ 2nd Budget Committee Meeting (if necessary)</li> </ul>
June 6, 2005	<ul style="list-style-type: none"> <li>▪ 3rd Budget Committee Meeting (if necessary)</li> </ul>
June 15, 2005	<ul style="list-style-type: none"> <li>▪ Publish 'Notice of Budget Hearing' (5 to 30 days before the meeting)*</li> </ul>
June 21, 2005	<ul style="list-style-type: none"> <li>▪ Hold the Budget Hearing</li> <li>▪ Enact Resolutions to:               <ul style="list-style-type: none"> <li>○ Adopt Budget</li> <li>○ Make Appropriations</li> <li>○ Impose Taxes</li> </ul> </li> </ul>
July 7, 2005	<ul style="list-style-type: none"> <li>▪ Submit Tax Certification Documents to the Assessor by July 15, 2005</li> <li>▪ Turn in Official Budget to County Clerk for Permanent Record by September 30, 2005</li> </ul>

\* Documents to the *Clackamas Review* published on Wednesday only. Information must be to the paper the Thursday before the publication date.

**FORM  
LB-1**

**NOTICE OF BUDGET HEARING**

A meeting of the City of Happy Valley will be held on June 21, 2005 at 7:00 pm at City Hall Annex, 12915 SE King Road, Portland, OR. The purpose of this meeting will be to discuss the budget for the fiscal year beginning July 1, 2005, 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, 12915 SE King Road, Portland, OR between the hours of 8:00 am and 4:30 pm. This budget was prepared on a basis of accounting that is consistent with the basis of accounting used during the preceding year. Major changes, if any, and their effect on the budget, are explained below.

County <b>Clackamas</b>	City <b>Happy Valley</b>	Chairperson of Governing Body <b>Eugene Grant</b>	Telephone Number <b>(503) 760-3325</b>
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**FINANCIAL SUMMARY**

<input type="checkbox"/> Check this box if your budget only has one fund		Adopted Budget This Year 2004-2005	Approved Budget Next Year 2005-2006
<b>TOTAL OF ALL FUNDS</b>			
Anticipated Requirements	1. Total Personal Services.....	2,508,460	2,844,860
	2. Total Materials and Supplies .....	4,480,040	3,938,010
	3. Total Capital Outlay .....	5,221,000	6,760,850
	4. Total Debt Service .....	0	0
	5. Total Transfers .....	1,145,000	4,130,000
	6. Total Contingencies .....	739,370	1,012,980
	7. Total All Other Expenditures and Requirements .....	0	0
	8. Total Unappropriated Ending Fund Balance .....	357,080	0
	9. Total Requirements - add Lines 1 through 8 .....	14,450,950	18,686,700
Anticipated Resources	10. Total Resources Except Property Taxes .....	13,247,950	17,244,700
	11. Total Property Taxes Estimated to be Received .....	1,203,000	1,442,000
	12. Total Resources - add Lines 10 and 11 .....	14,450,950	18,686,700
Estimated Ad Valorem Property Taxes	13. Total Property Taxes Estimated to be Received (line 11) .....	1,203,000	1,442,000
	14. Plus: Estimated Property Taxes Not To Be Received .....		
	A. Loss Due to Constitutional Limits .....	0	0
	B. Discounts Allowed, Other Uncollected Amounts .....	105,000	109,000
	15. Total Tax Levied - add Lines 13 and 14 .....	1,308,000	1,551,000
Tax Levies By Type		Rate or Amount	Rate or Amount
	16. Permanent Rate Limit Levy (rate limit .671 ).....	0.671	0.671
	17. Local Option Taxes.....	1.380	1.380
	18. Levy for Bonded Debt or Obligations.....	0	0

**STATEMENT OF INDEBTEDNESS**

Debt Outstanding		Debt Authorized, Not Incurred	
<input checked="" type="checkbox"/> None	<input type="checkbox"/> As Summarized Below	<input checked="" type="checkbox"/> None	<input type="checkbox"/> As Summarized Below

**PUBLISH BELOW ONLY IF COMPLETED**

Long-Term Debt	Estimated Debt Outstanding at the Beginning of the Budget Year	Estimated Debt Authorized, Not Incurred at the Beginning of the Budget Year
	July 1, 2005-2006 Approved Budget Year	July 1, 2005-2006 Approved Budget Year
Bonds.....		
Interest Bearing Warrants .....		
Other .....		
Total Indebtedness .....		

**Short-Term Debt**

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

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

**FORM  
LB-2**

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

Publish ONLY completed portion of this page. Total Anticipated Requirements must equal Total Resources

<b>Name of Fund Street Fund</b>	<b>Actual Data Last Year 2003-04</b>	<b>Adopted Budget This year 2004-05</b>	<b>Approved Budget Next Year 2005-06</b>
1. Total Personal Services.....	116,841	121,820	137,150
2. Total Materials and Services.....	32,809	350,680	179,500
3. Total Capital Outlay.....	85,483	280,000	611,350
4. Total Debt Service.....	0	0	0
5. Total Transfers.....	0	0	0
6. Total Contingencies.....		0	0
7. Total All Other Expenditures and Requirements	0	0	0
8. Total Unappropriated Ending Fund Balance.....	0	0	0
9. Total Requirements.....	235,133	752,500	928,000
10. Total Resources Except Property Taxes.....	738,609	752,500	928,000
<b>Name of Fund Building Fund</b>	<b>Actual Data Last Year 2003-04</b>	<b>Adopted Budget This year 2004-05</b>	<b>Approved Budget Next Year 2005-06</b>
1. Total Personal Services.....	395,765	787,720	1,004,140
2. Total Materials and Services.....	194,197	1,498,860	1,713,560
3. Total Capital Outlay.....	39,496	290,000	120,000
4. Total Debt Service.....	0	0	0
5. Total Transfers.....	0	0	870,000
6. Total Contingencies.....		341,370	425,000
7. Total All Other Expenditures and Requirements	0	0	0
8. Total Unappropriated Ending Fund Balance.....	0	0	0
9. Total Requirements.....	629,458	2,917,950	4,132,700
10. Total Resources Except Property Taxes.....	1,345,506	2,917,950	4,132,700
<b>Name of Fund System Development Fund</b>	<b>Actual Data Last Year 2003-04</b>	<b>Adopted Budget This year 2004-05</b>	<b>Approved Budget Next Year 2005-06</b>
1. Total Personal Services.....	0	0	0
2. Total Materials and Services.....	0	0	0
3. Total Capital Outlay.....	208,456	2,160,000	2,410,000
4. Total Debt Service.....	0	0	0
5. Total Transfers.....	0	0	0
6. Total Contingencies.....		0	0
7. Total All Other Expenditures and Requirements	0	0	0
8. Total Unappropriated Ending Fund Balance.....	0	0	0
9. Total Requirements.....	208,456	2,160,000	2,410,000
10. Total Resources Except Property Taxes.....	1,783,733	2,160,000	2,410,000
<b>Name of Fund Road Improvement Fund</b>	<b>Actual Data Last Year 2003-04</b>	<b>Adopted Budget This year 2004-05</b>	<b>Approved Budget Next Year 2005-06</b>
1. Total Personal Services.....	0	0	0
2. Total Materials and Services.....	12,531	750,000	100,000
3. Total Capital Outlay.....	791,042	1,508,000	544,000
4. Total Debt Service.....	0	0	0
5. Total Transfers.....	0	0	0
6. Total Contingencies.....		0	0
7. Total All Other Expenditures and Requirements	0	0	0
8. Total Unappropriated Ending Fund Balance.....	0	0	0
9. Total Requirements.....	803,573	2,258,000	644,000
10. Total Resources Except Property Taxes.....	1,041,482	2,258,000	644,000

**FORM  
LB-2**

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

Publish ONLY completed portion of this page. Total Anticipated Requirements must equal Total Resources

<b>Name of Fund Law Enforcement Fund</b>	<b>Actual Data Last Year 2003-04</b>	<b>Adopted Budget This year 2004-05</b>	<b>Approved Budget Next Year 2005-06</b>
1. Total Personal Services.....	0	0	0
2. Total Materials and Services.....	608,442	820,000	1,173,000
3. Total Capital Outlay.....	0	0	0
4. Total Debt Service.....	0	0	0
5. Total Transfers.....	0	0	0
6. Total Contingencies.....		148,000	200,000
7. Total All Other Expenditures and Requirements	0	0	0
8. Total Unappropriated Ending Fund Balance.....	0	0	0
9. Total Requirements.....	608,442	968,000	1,373,000
10. Total Resources Except Property Taxes.....	805,067	968,000	1,373,000
<b>Name of Fund Reserve for Pension Fund</b>	<b>Actual Data Last Year 2003-04</b>	<b>Adopted Budget This year 2004-05</b>	<b>Approved Budget Next Year 2005-06</b>
1. Total Personal Services.....	0	0	0
2. Total Materials and Services.....	0	347,000	353,000
3. Total Capital Outlay.....	0	0	0
4. Total Debt Service.....	0	0	0
5. Total Transfers.....	0	0	0
6. Total Contingencies.....		0	0
7. Total All Other Expenditures and Requirements	0	0	0
8. Total Unappropriated Ending Fund Balance.....	0	0	0
9. Total Requirements.....	0	347,000	353,000
10. Total Resources Except Property Taxes.....	245,155	347,000	353,000
<b>Name of Fund Future Reserve Fund</b>	<b>Actual Data Last Year 2003-04</b>	<b>Adopted Budget This year 2004-05</b>	<b>Approved Budget Next Year 2005-06</b>
1. Total Personal Services.....	21,396	80,000	0
2. Total Materials and Services.....	48,456	282,000	0
3. Total Capital Outlay.....	0	0	0
4. Total Debt Service.....	0	0	0
5. Total Transfers.....	0	0	250,000
6. Total Contingencies.....		0	0
7. Total All Other Expenditures and Requirements	0	0	0
8. Total Unappropriated Ending Fund Balance.....	0	0	0
9. Total Requirements.....	69,852	362,000	250,000
10. Total Resources Except Property Taxes.....	255,607	362,000	250,000
<b>Name of Fund Reserve for Future City Hall</b>	<b>Actual Data Last Year 2003-04</b>	<b>Adopted Budget This year 2004-05</b>	<b>Approved Budget Next Year 2005-06</b>
1. Total Personal Services.....	0	0	0
2. Total Materials and Services.....	0	0	0
3. Total Capital Outlay.....	0	0	2,880,000
4. Total Debt Service.....	0	0	0
5. Total Transfers.....	0	0	0
6. Total Contingencies.....		0	0
7. Total All Other Expenditures and Requirements	0	0	0
8. Total Unappropriated Ending Fund Balance.....	0	0	0
9. Total Requirements.....	0	0	2,880,000
10. Total Resources Except Property Taxes.....	0	0	2,880,000



**FORM  
LB-3**

**FUNDS REQUIRING A  
PROPERTY TAX TO BE LEVIED**

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Name of Fund General Fund	Actual Data Last Year 2003-04	Adopted Budget This year 2004-05	Approved Budget Next Year 2005-06
1. Total Personal Services.....	645,385	1,171,920	1,350,570
2. Total Materials and Services.....	441,702	778,500	771,950
3. Total Capital Outlay.....	62,335	983,000	195,500
4. Total Debt Service.....	0	0	0
5. Total Transfers.....	889,284	1,145,000	3,010,000
6. Total Contingencies.....		250,000	387,980
7. Total All Other Expenditures and Requirements....	0	0	0
8. Total Unappropriated Ending Fund Balance.....	0	357,080	0
9. Total Requirements.....	2,038,706	4,685,500	5,716,000
10. Total Resources Except Property Taxes.....	3,010,272	3,482,500	4,274,000
11. Property Taxes Estimated to Be Received.....	1,188,937	1,203,000	1,442,000
12. Total Resources (add lines 10 and 11).....	4,199,209	4,685,500	5,716,000
13. Property Taxes Estimated to be Received (line 11)		1,203,000	1,442,000
14. Estimated Property Taxes Not to be Received.....			
A. Loss Due to Constitutional Limit.....		0	0
B. Discounts, Other Uncollected Amounts.....		105,000	109,000
15. Total Tax Levied (add lines 13 and 14).....		1,308,000	1,551,000
		Rate or Amount	Rate or Amount
16. Permanent Rate Limit Levy (rate limit .671 ).....		0.671	0.671
17. Local Option Taxes.....		1.380	1.380
18. Levy for Bonded Debt or Obligations.....		0	0

Name of Fund	Actual Data Last Year 2003-04	Adopted Budget This year 2004-05	Approved Budget Next Year 2005-06
1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total All Other Expenditures and Requirements....			
8. Total Unappropriated Ending Fund Balance.....			
9. Total Requirements.....	0	0	0
10. Total Resources Except Property Taxes.....			
11. Property Taxes Estimated to Be Received.....			
12. Total Resources (add lines 10 and 11).....	0	0	0
13. Property Taxes Estimated to be Received (line 11)		0	0
14. Estimated Property Taxes Not to be Received.....			
A. Loss Due to Constitutional Limit.....			
B. Discounts, Other Uncollected Amounts.....			
15. Total Tax Levied (add lines 13 and 14).....		0	0
		Rate or Amount	Rate or Amount
16. Permanent Rate Limit Levy (rate limit _____)....			
17. Local Option Taxes.....			
18. Levy for Bonded Debt or Obligations.....			



**City of Happy Valley  
Fiscal Year 2005 - 2006 Budget**

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# CITY OF HAPPY VALLEY

## RESOLUTION NO. 05-15

### RESOLUTION ADOPTING THE BUDGET FOR FISCAL YEAR 2005-2006, 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 2005-2006 in the sum of \$ 18,686,700 now on file at City Hall.

#### MAKING APPROPRIATIONS

**BE IT RESOLVED** that the amounts for the fiscal year beginning July 1, 2005, and for the purposes shown below are hereby appropriated.

#### GENERAL FUND

Personal Services	\$1,350,570
Materials & Services	\$ 771,950
Capital Outlay	\$ 195,500
Transfer to	
Road Improvement Fund	\$ 40,000
Public Safety Fund	\$ 970,000
New City Hall Fund	\$2,000,000
Contingency	<u>\$ 387,980</u>

**FUND TOTAL** **\$5,716,000**

#### STREET FUND

Personal Services	\$ 137,150
Materials & Services	\$ 179,500
Capital Outlay	<u>\$ 611,350</u>

**FUND TOTAL** **\$ 928,000**

#### BUILDING FUND

Personal Services	\$1,004,140
Materials & Services	\$1,713,560
Capital Outlay	\$ 120,000
Transfer to New City Hall Fund	\$ 870,000
Contingency	<u>\$ 425,000</u>

**FUND TOTAL** **\$4,132,700**

SYSTEM DEVELOPMENT FUND	
Capital Outlay	<u>\$2,410,000</u>
<b>FUND TOTAL</b>	<b><u>\$2,410,000</u></b>
ROAD IMPROVEMENT FUND	
Materials & Services	\$ 100,000
Capital Outlay	<u>\$ 544,000</u>
<b>FUND TOTAL</b>	<b><u>\$ 644,000</u></b>
LAW ENFORCEMENT FUND	
Materials & Services	\$1,173,000
Contingency	<u>\$ 200,000</u>
<b>FUND TOTAL</b>	<b><u>\$1,373,000</u></b>
RESERVE FOR PENSION FUND	
Materials & Services	<u>\$ 353,000</u>
<b>FUND TOTAL</b>	<b><u>\$ 353,000</u></b>
RESERVE FOR FUTURE EXPANSION FUND	
Transfer to General Fund	<u>\$ 250,000</u>
<b>FUND TOTAL</b>	<b><u>\$ 250,000</u></b>
RESERVE FOR FUTURE CITY HALL	
Capital Outlay	<u>\$2,880,000</u>
<b>FUND TOTAL</b>	<b><u>\$2,880,000</u></b>

## 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 \$1000 of the assessed value for operations AND at the rate of \$1.3800 per \$1000 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 2005-2006 upon the assessed value of all taxable property within the district.

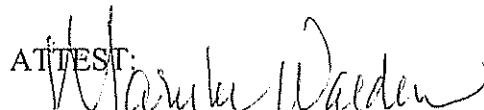
	<i>Subject to the General Government Limitation</i>	<i>Excluded from the Limitation</i>
GENERAL FUND	\$0.6710/\$1000	\$-0-
GENERAL FUND	\$1.3800/\$1000	\$-0-

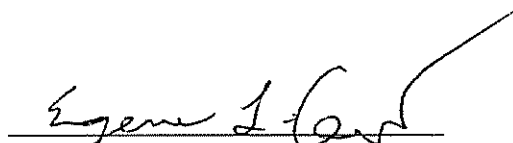
**BE IT RESOLVED** that this resolution is and shall be effective immediately from and after its adoption by the Council.

PASSED by the City <sup>EL</sup> of Council this 21<sup>st</sup> day of June 2005.

APPROVED by the Mayor this 21<sup>st</sup> day of June 2005.

ATTEST:

  
Marylee Walden, City Recorder

  
Eugene L. Grant, Mayor

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

**FORM LB-50**  
**2005-2006**

To assessor of Clackamas County

- File no later than JULY 15.
- Be sure to read instructions in the 2005-2006 Notice of Property Tax Levy Forms and Instruction booklet

☐ Check here if this is an amended form.

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.

12915 SE King Road Portland OR 97236  
Mailing Address of District City State Zip  
Debbie Whitten Finance Officer 503-760-3325 7/7/2005  
Contact Person Title Daytime Telephone Date

## CERTIFICATION - Check one box.

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

## PART I: TOTAL PROPERTY TAX LEVY

		Subject to General Government Limits	Excluded from Measure 5 Limits Amount of Bond Levy
		Rate -or- Dollar Amount	
1. Rate/Amount levied (within permanent rate limit) . . . . .	1	<b>0.671</b>	
2. Local option operating tax . . . . .	2	<b>1.380</b>	
3. Local option capital project tax . . . . .	3		
4. Levy for "Gap Bonds" . . . . .	4		
5. Levy for Pension and disability obligations . . . . .	5		
6a. Levy for bonded indebtedness from bonds approved by voters prior to October 6, 2001 . . . . .	6a		
6b. Levy for bonded indebtedness from bonds approved by voters after October 6, 2001 . . . . .	6b		
6c. Total levy for bonded indebtedness not subject to Measure 5 of Measure 50 (total of 6a + 6b) . . . . .	6c		

## PART II: RATE LIMIT CERTIFICATION

7. Permanent rate limit in dollars and cents per \$1,000 . . . . .	7	<b>0.6710</b>
8. Date received voter approval for rate limit if new district . . . . .	8	
9. Estimated permanent rate limit for newly merged/consolidated district . . . . .	9	

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

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

## Part IV. SPECIAL ASSESSMENTS, FEES AND CHARGES

Description	Subject to General Gov't. Limitations	Excluded from M5 limitation
1		
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.)



# COMMUNITY NEWSPAPERS

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Phone: 503-684-0360 Fax: 503-620-3433

Email: legaladvertising@commnewspapers.com

## 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, 2005 to June 30, 2006 will be held at City Hall Annex, 12915 SE King Road Portland, OR 97236. The meeting will take place on the 2<sup>nd</sup> day of May, 2005 at 7:00 P.M. 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 April 25, 2005 at City Hall, 12915 SE King Road, between the hours of 8:00 A.M. and 4:30 P.M. 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.  
CLK 10198 Publish May 4, 11, 2005

## AFFIDAVIT OF PUBLICATION

State of Oregon, County of Clackamas, SS

I, Charlotte S. Allsop, being the first duly sworn, depose and say that I am the 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  
CLK 10198

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

2

successive and consecutive weeks in the following issues

May 4, 2005  
May 11, 2005

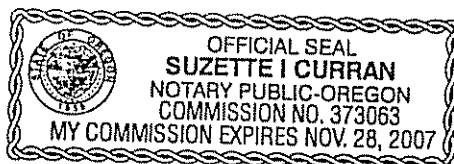
Charlotte Allsop  
Charlotte Allsop (Accounting Manager)

Subscribed and sworn to before me this

May 11, 2005

Suzette I Curran  
NOTARY PUBLIC FOR OREGON  
My commission expires NOV. 28, 2007

Account # 50603  
Attn: Marvlee Walden  
City of Happy Valley  
12915 SE King Road  
Portland, OR 97236



Size of ad: 2 x 1.5"

Cost of ad: \$35.70 (\$71.40 - 50%)

RECEIVED BY

MAY 18 2005

CITY OF HAPPY VALLEY



**City of Happy Valley  
Fiscal Year 2005 - 2006 Budget**

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Email: [legatedvertising@communitynewspapers.com](mailto:legatedvertising@communitynewspapers.com)

## AFFIDAVIT OF PUBLICATION

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City of Happy Valley - Notice of Budget  
Hearing  
CLK 10256

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

1

successive and consecutive weeks in the following issues

June 15, 2005

Charlotte Allsop  
Charlotte Allsop (Accounting Manager)

Subscribed and sworn to before me this

June 15, 2005

Suzette Q. Curran  
NOTARY PUBLIC FOR OREGON  
My commission expires Nov. 28, 2007

RECEIVED BY

JUN 21 2005

CITY OF HAPPY VALLEY

Account # 50603  
Attn: Marylee Walden  
City of Happy Valley  
12915 SE King Road  
Portland, OR 97236



Size of ad: 2x15.5"  
Cost of ad: \$ 3128.90