



City of
Happy Valley

**2008-2009
ADOPTED BUDGET**

12915 S.E. KING ROAD, HAPPY VALLEY, OR 97086
TELEPHONE (503) 760-3325 FAX (503) 760-9397

www.ci.happy-valley.or.us



City of Happy Valley Fiscal Year 2008 - 2009 Budget

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BUDGET COMMITTEE

Name	Address	Telephone	Term
Citizen Volunteers			
Dan Swift	10046 SE Terra Linda Ct., Happy Valley 97086	503-775-6100	2006-2009
Randy Knipple	8754 SE Margie Way, Happy Valley 97086	503-432-8724	2006-2009
Kyle Larson	13550 SE 149 th Terrace, Happy Valley 97086	503-407-5656	2007-2010
Eric Hern	10644 SE Waterford Court, Happy Valley 97086	503-775-7382	2008-2011
David Love	10275 SE 147 th , Happy Valley 97086	503-760-0692	2007-2010
City Council Members			
Tom Andrusko	11700 SE Clover Lane, Happy Valley 97086	503-760-2080	2007-2010
Lori DeRemer	11805 SE Eastbourne Ln, Happy Valley 97086	503-760-8877	2005-2008
Markley Drake	10792 SE Tyler Road, Happy Valley 97086	503-775-2613	2005-2006
Kristin Mitchell	12830 SE Crest Drive, Happy Valley 97086	503-761-7877	2007-2008
Rob Wheeler	12088 SE Reginald Court, Happy Valley, 97086	503-698-8409	2005-2008
City Staff Members			
City Staff Members	12915 SE King Road, Happy Valley, OR 97086	503-760-3325	503-760-9397 (fax)
Cathy Daw	City Manager and Budget Officer	cathyd@ci.happy-valley.or.us	
Jason Tuck	Economic & Community Development Director	jasont@ci.happy-valley.or.us	
Barbara Muller	Finance Officer	barbaram@ci.happy-valley.or.us	
Marylee Walden	City Recorder & Director of Human Resources	maryleew@ci.happy-valley.or.us	
Ed Cameron	Building Official	edc@ci.happy-valley.or.us	
Chris Randall	Operations Manager	chrir@ci.happy-valley.or.us	
Steve Campbell	Community Services Director	stevec@ci.happy-valley.or.us	



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BUDGET MESSAGE AND EXECUTIVE SUMMARY



City of Happy Valley
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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 2008 - 2009 Budget

2008-09 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 2008-2009. This budget details the City's investment in the quality of life for our community.

WHAT HAPPENED IN 2007-2008

The past fiscal year saw a slow down in housing construction and new home sales in the Happy Valley area. Commercial planning and construction continued, however, with the final phases of construction at the Happy Valley Town Center and approval of the Providence Medical Office building at the corner of E 162nd and Sunnyside Road in the Taralon Development. The deadline for annexation in the East Happy Valley arrived on December 31, 2007. The City annexed the remaining properties who wished to become a part of Happy Valley prior to the deadline, which added another 482 acres to the City. Work continued on the East Happy Valley Comprehensive Plan, which should be ready for adoption in the fall of 2008. The City began construction of the new City Hall facility in November of 2007 with completion anticipated in October of 2008.

Some of the major accomplishments for 2007-2008 included:

- Implementation of a dog licensing and control program within the City
- Institution of the school district excise tax
- Implementation of a juvenile diversion program
- Implementation of a performance review program for staff
- Completion of a local wetland inventory for East Happy Valley
- Completion of the Ridgecrest Road frontage improvements at the park and;
- Institution of an electronic payment plan to reduce the number of checks written

The staff added three new members in 2007-08, which included a new Operations Manager to oversee public works and parks. The staff continues to provide exceptional customer service while operating in cramped quarters at minimum staffing levels with expenses consistently under budget.

The total proposed budget for 2008-09 is \$20,966,997 as compared to \$34,611,300 for the prior year. The decrease of approximately \$12.9M is due to three primary factors. First, better estimates for and partial completion of the New City Hall project account for \$8.7M of the decrease. Last budget year showed a much higher level of bond funding than was ultimately required. Second, the Building Department Fund budgeting methodology change and the recent home building downturn result in a \$3.28M decrease. Third, the City transferred \$2M in fiscal year 2008 from the SDC Fund to the North Clackamas Park and Recreation District for the creation of a new park which decreased the amount available to be spent in this budget year.

WHERE ARE WE GOING IN 2008-2009

The budget for 2008-2009 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 Council into realities.



City of Happy Valley Fiscal Year 2008 - 2009 Budget

As you look through the 2008-2009 budget, you will note some changes. There is a newly created Reserve for Replacement Fund as well as a Debt Service Fund. The Reserve for Replacement Fund allows the City to plan for the systematic replacement of equipment, vehicles, and machinery based on schedules. The funds which own these types of items will make transfers to the Reserve for Replacement Fund based on the schedule which takes into account purchase date, life of item, and cost of replacement. The Debt Service Fund will have the amount of principal and interest transferred in from the General Fund and the Building Fund. Payments for principal and interest will be made out of the Debt Service Fund.

The method of allocating personnel within the General Fund has also changed with this proposed budget. Personnel are no longer allocated to the various departments within the General Fund. This is a change from the prior year budget when personnel were allocated across several departments. It was determined the cost of allocating the personnel across the departments did not equal the benefit of knowing the specific amount used by each department. Please note, however, that when personnel are associated with a fund other than the General Fund, ie. the road fund, that time is charged to that fund. This change in methodology only affects personnel charges within the General Fund.

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

- **City Hall Facility**

A big challenge facing Happy Valley in the coming year will be completion of the construction of the new City Hall facility. A fund was created with the 2005-2006 budget to set aside monies for the project. This fund has grown during the 2007-2008 budget year and was augmented through a bond sale in the summer of 2007. Together, these funds will cover the costs of construction of the new facility.

- **Personnel and Benefit Package**

It is important that the City staff provide high levels of customer service for our citizens. 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. Staff updated the salary survey and created step adjustments for each position. A Performance Management Program based on Council goals was also instituted with Council approval. There are no changes to benefits proposed with this budget as it has been determined that the City is competitive with respect to both salary and benefits.

The budget reflects additional staff positions. Additional staff will ONLY be added if the service demands of the residents become more than the current staff can handle. Staff has also planned for additional staff based on the availability of space with the completion of the new City Hall facility.

- **Building Slowdown**

As stated earlier, 2007-2008 has resulted in a 21% decrease in building permit activity. The Building Department budget reflects this decrease. If this trend continues into the 2008-2009 budget cycle, the department may be looking at a decrease in staffing levels.

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.



City of Happy Valley Fiscal Year 2008 - 2009 Budget

is the culmination of efforts by a group of professional and talented individuals working together as a team. Many thanks go to Barbara Muller, 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,

Catherin L. Daw
City Manager and Budget Officer



City of Happy Valley **Fiscal Year 2008 - 2009 Budget**

EXECUTIVE SUMMARY

ECONOMIC INFLUENCES:

This year, there was a change in budgeting methodology for replacing equipment, vehicles, and machinery. A new Reserve for Replacement Fund was created to account and plan for the systematic replacement of items necessary for the ongoing mission of the City. A Reserve for Debt Service Fund was also created to repay the debt issued in the prior fiscal year for the construction of the New City Hall building.

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	2007-08 Budget	2008-09 Budget	Percent Change	Reason for Change
General Fund				
General Government				
Revenue	3,097,000	3,131,069	1.10%	
Expenditures:				
Personal Services	495,000	679,300	37.23%	Changed staff allocation in the General Fund. Increased benefit costs.
Materials and Services	416,000	564,300	35.65%	Change expenditure allocation in General Fund
Capital Outlay	15,000	0	-100.00%	Moved purchases to Reserve for Replacement Fund.
Public Safety/Community Services:				
Revenue	883,450	611,200	-30.82%	Damascus court IGA not viable due to Damascus city charter.
Expenditures:				
Personal Services	533,000	498,700	-6.44%	
Materials and Services	264,500	180,500	-31.76%	Damascus court IGA not viable due to Damascus city charter.
Capital Outlay	80,000	0	-100.00%	Moved purchases to Reserve for Replacement Fund.



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Fund/Department	2007-08 Budget	2008-09 Budget	Percent Change	Reason for Change
Economic/Community Development:				
Revenue	780,000	1,325,000	69.87%	Engineering Department accounted for here no longer under Public Works
Expenditures:				
Personal Services	376,700	928,700	146.54%	Engineering Department added, potential for GIS specialist, additional Administrative Assistant
Materials and Services	227,000	249,000	9.69%	
Capital Outlay	480,000	480,000	0.00%	
Public Works:				
Revenue	740,000	0	-100.00%	
Expenditures:				
Personal Services	479,800	190,800	-60.23%	Engineering Department moved to Economic/Community Development
Materials and Services	156,000	129,500	-16.99%	Engineering Department moved to Economic/Community Development
Capital Outlay	90,000	15,000	-83.33%	Projects completed
Parks:				
Revenue	206,000	237,180	15.14%	Moved Park Reservation Fees here from Community Services
Personal Services	156,400	191,100	22.19%	Changed staff allocation in the General Fund
Materials and Services	115,000	112,000	-2.61%	
Capital Outlay	95,000	0	-100.00%	Capital item replacement is the responsibility of NCPRD.
Other:				
Transfers Out	1,366,000	688,685	-49.58%	Completion of transfers to New City Hall Fund
Contingency	680,550	396,864	-41.68%	Transfer from Pension Reserve Fund in prior year
Street Maintenance Fund				
Revenue	1,393,000	1,359,125	-2.43%	
Expenditures:				
Personal Services	179,100	250,300	39.75%	Change in staff allocation.
Materials and Services	168,500	178,500	5.93%	
Capital Outlay	880,000	393,925	-55.24%	Moved purchases to Reserve for Replacement Fund.
Transfers Out	0	408,000	100.00%	To Reserve for Replacement Fund
Contingency	165,400	128,400	-22.37%	Available for projects



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Fund/Department	2007-08 Budget	2008-09 Budget	Percent Change	Reason for Change
Building Department Fund				
Revenue	4,761,100	1,474,684	-69.03%	Change in budget methodology
<i>Expenditures:</i>				
Personal Services	1,522,000	829,500	-45.50%	Change in budget methodology
Materials and Services	1,823,200	186,150	-89.79%	Change in budget methodology
Capital Outlay	135,000	0	-100.00%	Moved to Reserve for Replacement Fund
Transfers	870,000	180,167	-79.29%	Decrease due to completion of transfers to New City Hall Fund. Amount is for share of debt service for New City Hall and transfer to Reserve for Replacement Fund.
Contingency	410,900	278,867	-32.13%	Less available for contingency
SDC Fund				
Revenue	3,360,000	1,440,000	-57.14%	\$2M transferred to NCPRD for creation of new park in the district.
<i>Expenditures:</i>				
Capital Outlay	3,360,000	1,440,000	-57.14%	Less available due to \$2M transfer to NCPRD.
Road Construction and Improvement Fund				
Revenue	712,750	574,470	-19.40%	Applied for \$766,000 grant
<i>Expenditures:</i>				
Personal Services	30,800	29,200	-5.19%	
Materials and Services	100,000	10,000	-90.00%	Reduction in Contract Engineering
Capital Outlay	581,950	535,270	-8.02%	Applied for \$766,000 grant
Public Safety Fund				
Revenue	3,273,000	3,457,000	5.62%	
<i>Expenditures:</i>				
Personal Services	45,900	75,500	64.49%	Allocated personnel time and associated benefits to cover issues that pertain to public safety
Materials and Services	2,360,500	2,431,500	3.01%	
Capital Outlay	0	100,000	100.00%	Leashold improvements to old City Hall to become Police substation.
Contingency	866,600	850,000	-1.92%	



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Fund/Department	2007-08 Budget	2008-09 Budget	Percent Change	Reason for Change
RESERVE FUNDS				
Pension:				
Revenue	294,500	0	-100.00%	Fund eliminated in 2007-08 year
Expenditures:				
Personal Services	0	0	0.00%	
Transfers	294,500	0	100.00%	Transferred to General Fund in 2007-08
Future Expansion:				
Revenue	0	0	0.00%	Fund eliminated in 2004-05
Expenditures:				
Transfers	0	0	0.00%	
New City Hall:				
Revenue	15,425,000	6,075,000	-60.62%	Beginning Fund Balance from prior year
Expenditures:				
Materials and Services	1,000,000	500,000	-50.00%	Furniture, fixtures, & equipment
Capital Outlay	14,425,000	5,575,000	-61.35%	Amount for completion of the building
Reserve for Replacement:				
Revenue	0	892,269	100.00%	Fund created this year. Transfers from General Fund, Street Fund, and Building Fund.
Expenditures:				
Materials and Services	0	139,282	100.00%	Fund created this year. Computers and other equipment under \$5,000 per item requiring replacement in the current year.
Capital Outlay	0	466,000	100.00%	Fund created this year. Items detailed on schedule with cost, years until replacement and other data. This amount is for items requiring replacement in the current year.
Contingency	0	286,987	100.00%	Fund created this year. Reserve for future replacement of items per the schedules.
Reserve for Debt Service				
Revenue	0	390,000	100.00%	Fund created this year. Transfers from General Fund and Building Fund
Expenditures:				
Principal	0	90,000	100.00%	Fund created this year. Principal amount per schedule.
Interest	0	300,000	100.00%	Fund created this year. Interest amount per schedule.



City of Happy Valley Fiscal Year 2008 - 2009 Budget

The City of Happy Valley is very diligent to ensure fiscal responsibility. The City strives to operate each year with an increase to the Fund Balance. The following table shows actual unspent revenue on a yearly basis as a change to the ending fund balance.

SUMMARY 2002-2007

	2001-02 Actual	2002-03 Actual	2003-04 Actual	2004-05 Actual	2005-06 Actual	2006-07 Actual
Revenue (+)	2,777,675	4,165,418	6,405,897	7,388,693	13,678,122	11,546,104
Expenditures (-)	1,990,424	3,237,603	4,593,619	5,311,172	11,021,490	10,304,577
Increase to Fund Balance (+)	787,251	927,815	1,812,278	2,077,521	2,656,632	1,241,527
Fund Balance Carryover (+)	2,293,364	3,080,615	4,008,430	5,820,708	7,898,229	10,554,861
Ending Fund Balance	3,080,615	4,008,430	5,820,708	7,898,229	10,554,861	11,796,388



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SALARY SUMMARY



City of Happy Valley Fiscal Year 2008 - 2009 Budget

SALARY SUMMARY

- This page summarizes salaries for all departments and funds. The combining statement on the following page 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.
- Full Time Equivalent (FTE) is used to determine hours budgeted in each department. 1.0 FTE equates to an 40-hour per week employee. The chart below shows positions included in the budget but not currently filled.

Administrative Clerical	3.00
Maintenance Worker	2.75
Assistant Planner	1.00
Construction Inspector	1.00
GIS Specialist	1.00
CSO/Comm Involvement Specialist	1.00
Increase in FTE for this budget	9.75

- Increases in personnel costs: Total 7.9% potential increase for current employees which includes 1) cost of living increase of 3.9% 2) merit increases limited to 4%. Unfilled positions are included in the budgeted personnel costs. These positions will only be filled if workload requires and funding is available.
- Benefits required by law are:
 - *FICA*
 - *Tri-Met*
 - *Workers' Compensation*
- Benefits as offered in the City's employee manual include the following:
 - **Medical and Dental Benefits:** The City offers employees medical coverage through CIS Insurance. Employees have the option to choose between Regence Blue Cross and Kaiser Permanente.
 - **Life Insurance:** The City provides a life insurance benefit for employees with a coverage amount of \$15,000.
 - **Retirement (PERS):** This year's rate of 12.54% for PERS Tier 1 and 2 is lower than the previous bi-annual rate of 13.10%. This year's rate of 13.61% for OPSRP is higher than the previous bi-annual rate of 9.57%. City employs fifteen Tier1/Tier2 members and sixteen OPSRP members.
 - **Disability Insurance** The City provides a long term disability insurance benefit for employees with coverage beginning after 90 days. The City also provides an AD&D benefit for employees with a coverage amount of \$15,000.

City of Happy Valley Fiscal Year 2008 - 2009 Budget



FY 2007-08 ADOPTED BUDGET							FY 2008-09 PROPOSED BUDGET							
City Manager	Senior Staff	Technical Staff	Build Insp/ Plans Exam	Admin Staff	Overtime	Total	Expenditure Description	City Manager	Senior Staff	Technical Staff	Build Insp/ Plans Exam	Admin Staff	Overtime	Total
							General Fund							
							General Government							
80,100	99,700	-	-	154,900	5,000	339,700	Budget	87,600	107,900	-	-	239,200	5,000	439,700
0.7000	1.4000	-	-	4.5000		6.6000	FTE	0.7000	1.4000	-	-	6.3500		8.4500
							Public Safety							
-	53,600	266,700	-	36,100	5,000	361,400	Budget	-	55,600	222,200	-	33,500	5,000	316,300
-	0.7500	5.6000	-	1.0000		7.3500	FTE	-	0.7000	5.2000	-	0.8500		6.7500
							Economic Development							
-	71,400	149,500	-	36,900	5,000	262,800	Budget	-	78,900	452,900	-	80,300	5,000	617,100
-	0.8500	2.8000	-	0.9500		4.6000	FTE	-	0.8500	6.4500	-	1.9500		9.2500
							Public Works							
-	38,000	252,400	-	30,700	5,000	326,100	Budget	-	4,200	109,500	-	-	5,000	118,700
-	0.5000	4.9000	-	1.0000		6.4000	FTE	-	0.0500	2.4500	-	-		2.5000
							Parks							
-	7,600	84,700	-	-	5,000	97,300	Budget	-	-	102,800	-	6,000	5,000	113,800
-	0.1000	2.7500	-	-		2.8500	FTE	-	-	2.8500	-	0.1500		3.0000
							Street Fund							
11,500	30,200	76,300	-	-	5,000	123,000	Budget	12,600	13,400	130,500	-	-	5,000	161,500
0.1000	0.4000	1.6500	-	-		2.1500	FTE	0.1000	0.1500	2.4000	-	-		2.6500
							Building Fund							
11,500	116,500	28,500	825,700	23,900	20,000	1,026,100	Budget	12,600	113,900	126,500	283,400	5,900	5,000	547,300
0.1000	1.5500	0.5500	16.2000	0.7500		19.1500	FTE	0.1000	1.4000	2.9000	4.5000	0.1500		9.0500
							Road Construction Fund							
-	12,200	9,600	-	-	-	21,800	Budget	-	9,400	10,400	-	-	-	19,800
-	0.1500	0.1500	-	-		0.3000	FTE	-	0.1000	0.1500	-	-	-	0.2500
							Public Safety Fund							
11,500	21,400	-	-	-	-	32,900	Budget	12,600	27,700	8,600	-	1,900	-	50,800
0.1000	0.3000	-	-	-		0.4000	FTE	0.1000	0.3500	0.2000	-	0.0500		0.7000
							Total							
114,600	450,600	867,700	825,700	282,500	50,000	2,591,100	Budget	125,400	411,000	1,163,400	283,400	366,800	35,000	2,385,000
1.0000	6.0000	18.4000	16.2000	8.2000	-	49.8000	FTE	1.0000	5.0000	22.6000	4.5000	9.5000	-	42.6000
							194,900	Employer FICA						180,200
							538,800	Health Insurance						536,700
							51,400	Dental Insurance						60,700
							3,100	Life Insurance						2,200
							8,200	Disability Insurance						7,300
							26,400	Workers Comp Rates						36,500
							408,500	Retirement						448,600
							16,300	TriMet						15,900
							1,247,600	Total Benefits						1,288,100
							3,838,700	TOTAL SALARIES AND BENEFITS						3,673,100



City of Happy Valley
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GENERAL FUND



City of Happy Valley Fiscal Year 2008 - 2009 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 2008 - 2009		
Actual		Adopted Budget This Year 07 - 08		Proposed	Approved	Adopted
Preceding Year 05 - 06	Preceding Year 06 - 07					
436,429	612,863	926,000	General Government	1,243,600	1,243,600	1,243,600
244,226	242,799	877,500	Public Safety/Community Services	679,200	679,200	679,200
734,808	628,750	1,083,700	Economic Development	1,657,700	1,657,700	1,657,700
300,356	620,482	725,800	Public Works	335,300	335,300	335,300
167,388	169,520	366,400	Parks	303,100	303,100	303,100
3,168,886	3,518,198	2,046,550	Transfers/Contingency	1,085,549	1,085,549	1,085,549
5,052,093	5,792,612	6,025,950	Total	5,304,449	5,304,449	5,304,449



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City of Happy Valley Fiscal Year 2008 - 2009 Budget

GENERAL FUND *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, Office Manager, 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. Management of all financial aspects of the City in accordance with generally accepted accounting principals as well as all Federal and State regulations. Automated systems are maintained to provide timely, useful, and accurate financial information to both internal and external users. The Finance Officer is ultimately responsible for the Annual Budget documents, financial statements, and the external annual audit. The Finance Officer manages the investments of the City, both in the Local Government Investment Pool, and ladder investments maintained within approved investment vehicles.
3. The Finance Officer has the responsibility of administration of the bond issuance process and subsequent debt service payments pertaining to the construction of the new City Hall.
4. Administrative support and receptionist services for all staff, recognizing the importance of accurate, timely, and courteous customer service.
5. 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.
6. Human Resources functions for the City, ensuring comprehensive and competitive benefit packages for its employees, and providing strategic interaction with all departments to attract, hire, and retain the best candidates for each position. When necessary, Human Resources also works collaboratively with managers to provide the best possible outcomes to challenges related to employees as they occur.
7. Administration and evaluation of Contracts, Intergovernmental Agreements, Bonds and other forms of financial guaranty which the City regularly requires for both developments within the City, as well as for projects initiated by the City Council.
8. Administration of the City's website and newsletter, providing the public with a wide array of up-to-date information pertaining to the community. This department also administers and supports the City's server system and a variety of software programs tailored specifically to meet the varying needs of the City staff.
9. Office of the City Recorder maintains the official Ordinances and Resolutions of the City, and all records pertaining to the City Council, as well as acting as a liaison with the Clackamas County Recorder's Office. The City Recorder also acts as the Elections Officer, ensuring that all applicable laws are adhered to during the course of all elections within the City.



**City of Happy Valley
Fiscal Year 2008 – 2009 Budget**

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City of Happy Valley Fiscal Year 2008 - 2009 Budget

PROGRAM OBJECTIVES:

1. General Administration personnel act as a "front line" for the City, and as such strive to provide exemplary customer service both to the public as well as to other internal departments.
2. Administrative support to City Council and other volunteer committees.
3. Work collaboratively to facilitate timely and accurate communication, education and information to the public, other staff members, community partners and city service providers via the City's website and newsletter while always striving to improve and streamline procedures.
4. Provide a work environment that promotes customer service while fully utilizing the talents of Staff by reinforcing and promoting their knowledge, competence and creativity.
5. Provide accurate and transparent financial information at all times thus providing assurance of outstanding stewardship of taxpayer monies.
6. Continue to maximize the City's resources through investments that provide higher rates of return than typically anticipated.

BUDGET SUMMARY:

Historical Data			Description	Budget For Next Year 2008 - 2009		
Actual		Adopted Budget This Year 07 - 08		Proposed	Approved	Adopted
Preceding Year 05 - 06	Preceding Year 06 - 07					
220,448	297,999	495,000	Personal Services	679,300	679,300	679,300
200,413	309,929	409,000	Material and Services	564,300	564,300	564,300
15,568	4,936	15,000	Capital Outlay	-	-	-
436,429	612,864	919,000	Total	1,243,600	1,243,600	1,243,600



City of Happy Valley Fiscal Year 2008 - 2009 Budget


GENERAL FUND *Revenue, General Government*

Line

2. **Beginning Working Capital:** Funds available but not spent during the previous fiscal year.
3. **Uncollected Prior Year 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 and in other investments provided by Wells Fargo Brokerage Services.
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. A portion of State Liquor Tax is also distributed as State Revenue Sharing. See description below in line #21.
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: Electric 3.5%, Telephone 7%, Cable TV 5%, and Natural Gas 5.94%. The PGE 1.5% Privilege Tax is being receipted directly in the Road Improvement Fund.
12. **Cell Tower Fees:** Rental fees collected on cell phone towers in the City.
13. **Park Reservation Fees:** Historically accounted for in the General Government department but is now being accounted for in the Parks department to more accurately match the revenue with associated expenditures.
14. **SDC Administration Fee:** The City collects \$75 on each new residential construction permit to cover administration.
15. **Solid Waste Franchise Fee:** A percentage of the solid waste franchise fee will be allocated to the City for enforcement of solid waste complaints and design review for commercial structures.
- 16-20. **Traffic Fines and Court Costs:** Traffic fines and the related court costs are now being accounted for in the Public Services/Community Services Department.
21. **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.
22. **Sundry Income:** Income not accounted for in other categories (i.e., copies, reimbursements, or refunds).
23. **Current Year Taxes - Levy:** This tax revenue will be receipted in the Law Enforcement Fund for a clear accounting to the voters.
24. **Current Year Taxes - 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.

RESOURCES
General Fund

CITY OF
HAPPY VALLEY

HISTORICAL DATA					BUDGET FOR NEXT YEAR 2008 - 2009				
Actual		Adopted Budget	Account No.			RESOURCES	Proposed By Budget Officer	Approved by Budget Comm.	Adopted By Governing Body
Preceding Year 05 - 06	Preceding Year 06 - 07	This Year 07 - 08							
1			001-000-	General Government					
2	2,576,799	2,312,092	1,514,000	401000	Beginning Working Capital	1,100,000	1,100,000	1,100,000	
3	30,123	27,674	10,000	402000	Uncollected Prev. Yr. Taxes	10,000	10,000	10,000	
4	140,058	112,453	102,000	403000	Interest Income	108,000	108,000	108,000	
5	79,699	96,919	80,000	407000	State Liqr Tax Proration	127,500	127,500	127,500	
6	12,914	32,458	13,000	408000	State Cig. Tax Proration	16,919	16,919	16,919	
7	151,757	183,592	160,000	410000	Franchise Fees - Electric	184,800	184,800	184,800	
8	32,568	50,802	35,000	411000	Franchise Fees - Telephone	52,500	52,500	52,500	
9	73,493	119,311	75,000	412000	Franchise Fees - Cable TV	126,000	126,000	126,000	
10	202,623	264,841	205,000	413000	Franchise Fees - Gas	318,150	318,150	318,150	
11	-	-	-	414000	Franchist Fees - FIOS	50,000	50,000	50,000	
12	22,150	25,191	24,000	416250	Cell Tower Fees	26,000	26,000	26,000	
13	19,880	-	-	416300	Park Reservation Fees	-	-	-	
14	41,705	25,629	15,000	416400	SDC - Administration Fees	27,300	27,300	27,300	
15	-	-	30,000	416800	Solid Waste Franchise Fee	30,800	30,800	30,800	
16	219,045	-	-	418100	Traffic Fines	-	-	-	
17	55,814	-	-	418200	State Unitary Assessment	-	-	-	
18	2,222	-	-	418300	State LEMLA Assessment	-	-	-	
19	25,550	-	-	418400	County Diversion Fee	-	-	-	
20	9,291	-	-	418500	City Assessment	-	-	-	
21	51,292	57,235	55,000	439000	State Revenue Sharing	60,100	60,100	60,100	
22	916	9,962	-	440000	Sundry Income	-	-	-	
23	1,115,756	1,435,230	-	499998	Current Year Taxes - Levy	-	-	-	
24	570,909	713,591	779,000	499999	Current Year Taxes - Perm Rate	893,000	893,000	893,000	
25									
26	5,434,564	5,466,980	3,097,000		General Government Totals	3,131,069	3,131,069	3,131,069	
27									
28									
29									
30									



City of Happy Valley Fiscal Year 2008 - 2009 Budget

GENERAL FUND *Expenditures, General Government*


MATERIALS AND SERVICES:

Line

- 25. **Office Supplies:** Administrative supplies needed for the general office staff and City Council.
- 26. **Equipment – under \$5,000:** Includes items such as; storage cabinets, racks and bins, printers, and other necessary equipment which costs less than \$5,000 per item. Computer equipment is now being accounted for in the Reserve for Replacement Fund.
- 27. **Travel:** Travel and meals for Councilors, the City Manager, and staff budgeted under General Administration are included here. All travel is related to training or other City business.
- 28. **Training:** Includes training on subjects such as budgeting, legislative affairs, legal issues, risk management, human resource management, software applications, and job related specialized trainings. Also includes the cost for the League of Oregon Cities annual conference registration fee.
- 29. **Membership and Dues:** Annual membership dues to the League of Oregon Cities are estimated to be close to \$6,000. Other dues cover professional organizations for the Mayor, the City Council and General Administrative staff.
- 30. **Utilities:** Utilities are allocated to the Building Fund and the General Fund based on actual or estimated use of space. Utilities charged to General Administration include gas, electricity, garbage, phones and water. All utilities for the City applicable to General Fund departments will be charged to this line item. This has been increased to account for the move to the New City Hall building.
- 31. **Vehicle Operation & Maintenance:** Costs related to fuel and supplies for vehicles operated in relation to general business within the City for all departments except Public Works, Parks and Building.
- 32. **Legal Publications:** Cost of legal notices for City business.
- 33. **Newsletter:** The full cost of the newsletter is accounted for here. Monthly costs include typing, printing service, mailing service and postage.
- 34. **Subscriptions:** Professional subscriptions and books required for City Administration.
- 35. **Municipal Code Updates:** Website hosting of the City's Municipal Code.
- 36. **Postage:** Cost for mailing all of the City's correspondence except the newsletter. Cost includes quarterly expense for the postage meter. All postage for the City applicable to General Fund departments will be charged to this line item.
- 37. **Insurance:** The City's Property, General Liability and Business Automobile insurance costs are anticipated to increase 15% over the prior year. Coverage costs have also increased due to recent acquisitions. Insurance costs are pooled through the League of Oregon Cities.

EXPENDITURE DETAIL
General Fund

CITY OF
HAPPY VALLEY

HISTORICAL DATA					EXPENDITURE DESCRIPTION	BUDGET FOR NEXT YEAR 2008 - 2009		
Actual		Adopted Budget	Account No.			Proposed By Budget Officer	Approved by Budget Comm.	Adopted By Governing Body
Preceding Year 05 - 06	Preceding Year 06 - 07	This Year 07 - 08						
1				001-002-	General Government			
2					Personnel			
3	48,734	47,541	80,100	500050	City Manager	87,600	87,600	87,600
4	69,611	53,512	99,700	500051	Senior Staff	107,900	107,900	107,900
5	38,890	107,765	154,900	500063	Admin/Support	239,200	239,200	239,200
6	146	-	5,000	500100	Overtime	5,000	5,000	5,000
7								
8	157,381	208,818	339,700		Total Personnel	439,700	439,700	439,700
9								
10					Employee Benefits			
11	12,040	15,778	25,700	504700	Employer FICA	33,300	33,300	33,300
12	25,606	37,022	71,300	504800	Health Insurance	104,000	104,000	104,000
13	2,597	4,972	6,800	504801	Dental Insurance	11,700	11,700	11,700
14	145	289	400	504802	Life Insurance	400	400	400
15	407	557	1,100	504803	Disability Insurance	1,400	1,400	1,400
16	700	1,252	700	504900	Worker's Compensation	2,900	2,900	2,900
17	20,621	28,134	47,200	505000	Retirement Plan	83,000	83,000	83,000
18	951	1,177	2,100	506000	Tri-Met Excise Tax	2,900	2,900	2,900
19								
20	63,067	89,181	155,300		Total Employee Benefits	239,600	239,600	239,600
21								
22	220,448	297,999	495,000		Total Personal Services	679,300	679,300	679,300
23								
24					Materials and Services			
25	11,985	12,052	20,000	600100	Office Supplies	25,000	25,000	25,000
26	-	-	10,000	600190	Equipment - under \$5,000	10,000	10,000	10,000
27	2,779	3,073	10,000	600200	Travel	10,300	10,300	10,300
28	7,395	7,387	15,000	600201	Training	15,000	15,000	15,000
29	7,026	6,859	10,000	600300	Membership And Dues	5,000	5,000	5,000
30	12,938	15,978	25,000	600400	Utilities	75,000	75,000	75,000
31	791	147	-	601500	Vehicle Operation & Maint.	-	-	-
32	2,616	4,279	3,000	602000	Legal Publication	7,000	7,000	7,000
33	27,679	51,678	60,000	602001	Newsletter	60,000	60,000	60,000
34	803	983	9,500	602010	Subscriptions	2,000	2,000	2,000
35	-	-	-	602020	Municipal Code Updates	15,000	15,000	15,000
36	5,946	6,519	20,000	602100	Postage	15,000	15,000	15,000
37	24,510	29,652	45,000	602200	Insurance	55,000	55,000	55,000



City of Happy Valley Fiscal Year 2008 - 2009 Budget

GENERAL FUND *Expenditures, General Government*

MATERIALS AND SERVICES:

Line


- 38. **Repairs and Maintenance:** 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.
- 39. **Miscellaneous Administration:** Cities Dinner, banking and other fees.
- 40. **Legal:** Legal expenses pertaining to all General Fund departments will be charged to this line item.
- 41. **Audit:** Cost of the annual financial audit, which is required by law.
- 42. **HR Recruitment:** Costs associated with recruitment and hiring of personnel.
- 43. **Interpreting Services:** Budgeted in the Public Safety/Community Services Department.
- 44. **Minutes/Clerical:** Costs associated with recording, editing, and publishing minutes of the proceedings of various board and commission meetings to include City Council. This increased due to the possibility of having the minutes processed by an outside contractor.
- 45. **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.
- 46. **Municipal Lease:** Costs of leasing modular for City personnel workspace. The modular should only be required for half the year but this line item also includes the cost of removal.
- 47. **Copier Lease:** Cost of leasing copier used by City personnel on the first floor of the building.
- 48. **Contracted Software Services:** Management and support for network server and City's computers as well as the City's website.
- 49. **Software:** Purchase of software for general office staff.
- 50. **Contract Services:** Cost of unexpected items requested by Council.
- 51-53. **Turnover of Assessments:** Budgeted in the Public Safety/Community Services Department.

CAPITAL OUTLAY:

- 58. **Vehicles:** This will be accounted for in the Reserve for Replacement Fund.
- 59. **Equipment - over \$5,000:** This will be accounted for in the Reserve for Replacement Fund.

EXPENDITURE DETAIL
General Fund

CITY OF
HAPPY VALLEY

HISTORICAL DATA						BUDGET FOR NEXT YEAR 2008 - 2009		
Actual		Adopted Budget		EXPENDITURE DESCRIPTION		Proposed By Budget Officer	Approved by Budget Comm.	Adopted By Governing Body
Preceding Year	Preceding Year	This Year 07 -						
05 - 06	06 - 07	08	Account No.					
38	18,752	7,202	19,000	602300	Repairs & Maintenance	20,000	20,000	20,000
39	13,398	15,794	10,000	602900	Miscellaneous Admin.	10,000	10,000	10,000
40	20,091	77,619	105,000	603100	Legal	70,000	70,000	70,000
41	7,808	4,150	7,000	603110	Audit	8,000	8,000	8,000
42	-	-	2,000	603120	HR Recruitment	2,000	2,000	2,000
43	-	970	-	603130	Interpreting Services	-	-	-
44	1,118	-	4,000	603200	Minutes/Clerical	6,000	6,000	6,000
45	1,951	1,524	1,500	603210	Contracted Payroll Services	2,000	2,000	2,000
46	-	2,756.00	2,000	603800	Municipal Lease	4,000	4,000	4,000
47	-	5,379.00	6,000	603850	Copier Lease	13,000	13,000	13,000
48	8,952	24,099	30,000	603900	Contracted Software Services	30,000	30,000	30,000
49	23,875	1,220	2,000	603901	Software	5,000	5,000	5,000
50	-	-	-	603950	Contract Services	100,000	100,000	100,000
51	-	19,879	-	604200	State Unitary Assessment	-	-	-
52	-	855	-	604300	State LEMLA Assessment	-	-	-
53	-	9,875	-	604400	County Diversion Fee	-	-	-
54								
55	200,413	309,929	416,000		Total Materials and Supplies	564,300	564,300	564,300
56								
57					Capital Outlay			
58	15,568	-	-	700200	Vehicles	-	-	-
59	-	4,936	15,000	700300	Equipment - over \$5,000	-	-	-
60								
61	15,568	4,936	15,000		Total Capital Outlay	-	-	-
62								
63	436,429	612,864	926,000		Total General Government	1,243,600	1,243,600	1,243,600



**City of Happy Valley
Fiscal Year 2008 – 2009 Budget**

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City of Happy Valley Fiscal Year 2008 - 2009 Budget

GENERAL FUND *Public Safety/Community Services*

Manager: Steve Campbell

STATEMENT OF PURPOSE:

The Public Safety/Community Services department at the City of Happy Valley is multi-functional. It provides enforcement of the Municipal Code, animal control services, emergency services in coordination with the Clackamas County Sheriff's office, administration of the emergency management plan and response program, organization of events such as the 4th of July, Summer Concert series, etc., erosion control permitting and inspection services, as well as Municipal Court services.

The Municipal Court is the judicial branch of the City and provides a local forum for the resolution of minor traffic violations, parking citations, minors in possession of alcohol and tobacco, and violations of City ordinances. The majority of cases heard in Municipal Court are traffic violations. Municipal Court has an established violations bureau offering violators the opportunity to resolve their citation in a non-court setting, thereby reducing the costs associated with a personal court appearance.

PROGRAM OBJECTIVES:

1. 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.
- c. Quick response to complaints, increase the quality of code compliance and enforcement services to our citizens, and take a more pro-active approach with business license investigation and minor health and safety violations.

2. Emergency Services/Public Safety:

- a. Coordination of public forums for citizens to address concerns directly with the Sheriff's Department and the assigned deputies.
- b. Develop and manage neighborhood watch programs.
- c. Liaison with traffic and public safety committee.
- d. Management of police services.
- e. Pursue grants and coordinate emergency services and homeland security.
- f. Develop and implement emergency management plan.
- g. Administration of Juvenile Diversion Program

3. Community Services:

- a. Enhance communication between residents, business associations, and homeowner associations. Present information at homeowner association meetings. Give presentations to public groups, committees, and organizations.
- b. Promote citizen involvement in and opportunities to learn about programs, services and operations.
- c. Organize City events such as 4th of July, Summer Concert series, Christmas Tree lighting, etc. to promote quality of life within the City.



**City of Happy Valley
Fiscal Year 2008 – 2009 Budget**

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City of Happy Valley Fiscal Year 2008 - 2009 Budget

4. Erosion Control:

- a. Review permit applications and erosion control plans for approval.
- b. Daily site inspections for erosion control compliance.
- c. Education classes for erosion control requirements and regulations.
- d. Enforcement for non-compliance.

5. Municipal Court:

- a. 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 biweekly. The Deputy Court Clerk processes citations and 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.

6. Animal control:

- a. Quick and courteous responses to service requests.
- b. Educate owners on licensing, rabies eradication, animal care, and disease prevention.

7. Mediation

- a. Reduce the number of conflicts within the community and the number of referrals to court.
- b. Improve neighborhood and community partnership.

8. Business Licensing Program

- a. Provide education and customer service regarding proper licensing.
- b. Ensure compliance of all businesses with business license ordinances.
- c. Assist planning with home occupation application. Review application, conduct initial inspection, and follow up inspections.

9. Contract Services

- a. Provide Code Enforcement services to the Cities of Damascus and Estacada.
- b. Provide technical support for court services to the City of Damascus.

BUDGET SUMMARY:

Historical Data			Description	Budget For Next Year 2008 - 2009		
Actual		Adopted Budget This Year 07 - 08		Proposed	Approved	Adopted
Preceding Year 05 - 06	Preceding Year 06 - 07					
159,469	160,640					
76,163	65,248	264,500	Material and Services	180,500	180,500	180,500
8,594	16,910	80,000	Capital Outlay	-	-	-
244,226	242,798	877,500	Total	679,200	679,200	679,200



City of Happy Valley Fiscal Year 2008 - 2009 Budget


GENERAL FUND *Revenue, Public Safety/Community Services*

Line

2. **Park Reservation Fees:** Budgeted in the Parks department.
3. **Erosion Control Permit:** Fees for single lot erosion control including re-inspection fees stemming from compliance issues.
4. **Business License:** The City requires businesses operating within the City to have a valid City business license. The City also participates in the Metro business license program.
5. **Alarm Permits:** A bi-annual fee for residential commercial alarms.
6. **Alarm Penalties and Assessments:** Late payment and false alarm assessments.
7. **Burning Permits:** Fee charged for one time Burning Permit to allow burning within the City limits.
8. **Municipal Code Penalties:** Code violation fine revenue.
- 9-13. **Happy Valley Municipal Court Traffic Fines and Court Costs:** Fines and assessments imposed in the Happy Valley traffic court. Related state and county fees are collected and remitted to the proper agencies. These include the Unitary Assessment, Law Enforcement Medical Liability Account (LEMLA), County Diversion Fee and the City Assessment fee.
14. **Driver Safety Class Fee:** The City offers a traffic safety class to persons who commit minor traffic infractions that are eligible for diversion. The fee the City collects is for processing the class registrations and facility usage.
15. **Animal Control License Fees:** Fee for registration of any dog 6 months or older in order to monitor and enforce animal control laws within the City.
16. **Variances:** staff time with reviewing the variance application and monitoring for non-compliance issues, the staff believes it is appropriate to adopt a fee to help defray the costs and continue allowing for construction variances.
17. **Juvenile Diversion:** The City does not collect a fee for this but receives benefit back in labor for community services projects in the City. This is a grant from the Department of Human Services.
18. **City of Damascus Code Enforcement:** Revenue from City of Damascus for code enforcement services.
19. **City of Estacada Code Enforcement:** Revenue from City of Estacada for code enforcement services.
- 20-24. **City of Damascus Municipal Court Traffic Fines and Court Costs:** Revenue from City of Damascus for providing technical support for court services.
25. **Community Events:** The City collects funds through grants, donations and fundraisers to support and defray the costs of the City's community events.
26. **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					RESOURCES	BUDGET FOR NEXT YEAR 2008 - 2009		
Actual		Adopted Budget This Year 07 - 08	Account No.			Proposed By Budget Officer	Approved by Budget Comm.	Adopted By Governing Body
Preceding Year 05 - 06	Preceding Year 06 - 07							
1				001-000-	Public Safety/Community Services			
2	-	14,025	25,000	416300	Park Reservation Fees	-	-	-
3	164,404	77,300	80,000	416400	Erosion Control Permit	50,000	50,000	50,000
4	43,281	59,341	40,000	416450	Business License	80,000	80,000	80,000
5	3,735	7,785	4,000	416500	Alarm Permits	5,000	5,000	5,000
6	105	-	2,000	416600	Alarm Penalties & Assessments	2,000	2,000	2,000
7	-	4,275	1,000	416700	Burning Permits	500	500	500
8	18,683	44,167	30,000	418000	Municipal Code Penalties	40,000	40,000	40,000
9	-	214,540	200,000	418100	HV Traffic Fines	215,000	215,000	215,000
10	-	40,107	25,000	418200	HV State Unitary Assessment	25,000	25,000	25,000
11	-	1,796	2,000	418300	HV State LEMLA Assessment	2,000	2,000	2,000
12	-	19,998	15,000	418400	HV County Diversion Fee	15,000	15,000	15,000
13	-	7,724	6,000	418500	HV City Assessment	6,000	6,000	6,000
14	-	-	10,000	418600	Driver Safety Class Fee	1,200	1,200	1,200
15	-	-	10,000	418700	Animal Control	10,000	10,000	10,000
16	-	-	5,000	418800	Variances and fees	4,000	4,000	4,000
17	-	-	12,000	418850	Juvenile Diversion	5,000	5,000	5,000
18	-	-	55,500	419000	Damascus - Code Enforcement	65,000	65,000	65,000
19	-	-	37,000	419050	Estacada - Code Enforcement	43,000	43,000	43,000
20	-	-	162,000	419100	Damascus Court IGA	2,500	2,500	2,500
21	-	-	22,000	419200	Damascus State Unitary Assess	-	-	-
22	-	-	1,750	419300	Damascus State LEMLA Assess	-	-	-
23	-	-	13,200	419400	Damascus County Diversion Fee	-	-	-
24	-	-	10,000	419500	Damascus City Assessment	-	-	-
25	-	67,357	40,000	420000	Community Events	40,000	40,000	40,000
26	-	4,870	100,000	431101	Grants	-	-	-
27								
28	230,208	563,285	908,450		Total Public Safety/Comm Services	611,200	611,200	611,200
29								
30								
31								
32								



City of Happy Valley Fiscal Year 2008 - 2009 Budget

GENERAL FUND

Expenditures, Public Safety/Community Services


MATERIALS AND SERVICES:

Line

- 26. **Office Supplies:** Office supplies needed for the various functions included in this department.
- 27. **Equipment – under \$5,000:** Equipment such as printers, items used for code enforcement and community events. Computer equipment is now being accounted for in the Reserve for Replacement Fund.
- 28. **Travel:** Travel, meals, and lodging related to training or other City business.
- 29. **Training:** Training in code enforcement, emergency services, animal control, and any of the various services provided by the department.
- 30. **Membership and Dues:** Annual membership dues to professional organizations.
- 31. **Utilities:** Now being accounted for in the General Government Department.
- 32. **Vehicle Operation & Maintenance:** Costs related to gas and supplies for Public Safety/Community Services Department vehicles.
- 33. **Repairs and Maintenance:** Cost associated with radio, communication and safety equipment.
- 34. **Emergency Management Supplies:** Supplies needed in case of emergencies as stipulated in grant agreements. This budget item is based upon grant funding.
- 35. **Animal Control IGA:** Lodging costs associated with non-licensed animals found in the City. The City must shelter any animals in custody. Per the IGA the city will pay the county for each animal sheltered in their facility.
- 36. **Public Outreach:** Costs for Community Services officers, uniforms badges, nametags, and other required clothing.
- 37. **Legal:** Budgeted in the General Government Department.
- 38. **Judicial Services:** Costs associated with providing a judge for the City's Municipal Court sessions.
- 39. **Interpreting Services:** Costs associated with providing translation services, to include signing, to aid communication between defendants and court staff.
- 40. **Contract Software Services:** Budgeted in the General Government Department.
- 41. **Contract Services:** Contract services for nuisance abatement. The City contracts services to remove nuisances on private property if court ordered abatement fails.
- 42. **Juvenile Diversion:** Costs associated with administering the juvenile diversion program. This amount will be reimbursed by the County.
- 43. **Damascus IGA:** Shown for historical purposes only.

EXPENDITURE DETAIL
General Fund

CITY OF
HAPPY VALLEY

HISTORICAL DATA					BUDGET FOR NEXT YEAR 2008 - 2009		
Actual		Adopted Budget	EXPENDITURE DESCRIPTION		Proposed By Budget Officer	Approved by Budget Comm.	Adopted By Governing Body
Preceding Year 05 - 06	Preceding Year 06 - 07	This Year 07 - 08					
			Account No.				
1			001-004-	Public Safety/Community Services			
2				Personnel			
3	24,108	45,081	53,600	500051 Senior Staff	55,600	55,600	55,600
4	-	-	175,200	500053 Community Services Officer	133,300	133,300	133,300
5	-	-	91,500	500055 Court Staff	88,900	88,900	88,900
6	86,772	69,913	36,100	500063 Admin/Support	33,500	33,500	33,500
7	-	252	5,000	500100 Overtime	5,000	5,000	5,000
8							
9	110,880	115,246	361,400	Total Personnel	316,300	316,300	316,300
10							
11				Employee Benefits			
12	8,714	9,849	27,300	504700 Employer FICA	23,900	23,900	23,900
13	22,042	16,751	79,500	504800 Health Insurance	83,100	83,100	83,100
14	2,296	2,102	7,600	504801 Dental Insurance	9,400	9,400	9,400
15	87	52	400	504802 Life Insurance	300	300	300
16	267	352	1,200	504803 Disability Insurance	1,100	1,100	1,100
17	163	446	3,100	504900 Worker's Compensation	3,100	3,100	3,100
18	14,350	15,307	50,200	505000 Retirement Plan	59,400	59,400	59,400
19	670	536	2,300	506000 Tri-Met Excise Tax	2,100	2,100	2,100
20							
21	48,589	45,395	171,600	Total Employee Benefits	182,400	182,400	182,400
22							
23	159,469	160,641	533,000	Total Personal Services	498,700	498,700	498,700
24							
25				Materials and Services			
26	8,595	6,159	8,000	600100 Office Supplies	6,000	6,000	6,000
27	-	-	8,000	600190 Equipment - under \$5,000	8,000	8,000	8,000
28	475	1,364	10,000	600200 Travel	5,000	5,000	5,000
29	1,350	842	10,000	600201 Training	11,000	11,000	11,000
30	175	230	1,000	600300 Membership And Dues	1,000	1,000	1,000
31	-	38	-	600400 Utilities	-	-	-
32	-	12,119	25,000	601500 Vehicle Operation & Maint.	30,000	30,000	30,000
33	1,689	-	-	602300 Repairs & Maintenance	-	-	-
34	-	670	5,000	602350 Emergency Mgmt. Supplies	5,000	5,000	5,000
35	-	-	5,500	602390 Animal Control - IGA	5,500	5,500	5,500
36	-	-	8,000	602750 Public Outreach	8,000	8,000	8,000
37	19,205	1,609	-	603100 Legal	-	-	-
38	-	-	25,000	603120 Judicial Services	25,000	25,000	25,000
39	80	-	2,000	603130 Interpreting Services	2,000	2,000	2,000
40	1,201	-	6,000	603900 Contract Software Services	6,000	6,000	6,000
41	-	2,220	20,000	603950 Contract Services	10,000	10,000	10,000
42	-	-	-	Juvenile Diversion	8,000	8,000	8,000
43	-	-	81,000	603960 Damascus Municipal Court IGA	-	-	-



City of Happy Valley Fiscal Year 2008 - 2009 Budget


- 44. **State Unitary Assessment:** Not an expenditure of the City. Accounted for in a liability account.
- 45. **State LEMLA Assessment:** Not an expenditure of the City. Accounted for in a liability account.
- 46. **County Diversion Fee:** Not an expenditure of the City. Accounted for in a liability account.
- 47. **Community Events:** Cost associated with hosting the 4th of July Family Festival, Summer Concerts, Relay for Life, Safety Fair, Java and Jazz, and Christmas Tree Lighting.

CAPITAL OUTLAY:

- 52. **Vehicles:** Now being accounted for in the Reserve for Replacement Fund.
- 53. **Equipment – over \$5,000:** Now being accounted for in the Reserve for Replacement Fund.

**EXPENDITURE DETAIL
General Fund**

**CITY OF
HAPPY VALLEY**

HISTORICAL DATA					BUDGET FOR NEXT YEAR 2008 - 2009		
Actual		Adopted Budget	EXPENDITURE DESCRIPTION		Proposed By	Approved by	Adopted By
Preceding Year	Preceding Year	This Year 07 -			Budget Officer	Budget Comm.	Governing Body
	05 - 06	06 - 07	08	Account No.			
44	27,907	-	-	604200	State Unitary Assessment	-	-
45	1,111	-	-	604300	State LEMLA Assessment	-	-
46	12,775	-	-	604400	County Diversion Fee	-	-
47	1,600	39,997	50,000	606000	Community Events	50,000	50,000
48							
49	76,163	65,248	264,500		Total Materials and Services	180,500	180,500
50							
51					Capital Outlay		
52	4,375	9,999	80,000	700200	Vehicles	-	-
53	4,219	6,911	-	700300	Equipment - over \$5,000	-	-
54							
55	8,594	16,910	80,000		Total Capital Outlay	-	-
56							
57	244,226	242,799	877,500		Total Public Safety/Comm Services	679,200	679,200



**City of Happy Valley
Fiscal Year 2008 – 2009 Budget**

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City of Happy Valley Fiscal Year 2008 - 2009 Budget

GENERAL FUND *Economic and Community Development*

Manager: Jason Tuck

STATEMENT OF PURPOSE:

Planning

The Economic and 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 Economic and 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 Comprehensive Planning of the East Happy Valley Expansion Area. The Economic and Community Development Department is a key resource in developing the City's Capital Improvement Plan and for conducting strategic planning to include future annexation of property to enhance the livability of the City. The staff is also responsible for coordination with surrounding jurisdictions to include Clackamas County and Metro.

Engineering

The Engineering group oversees construction and improvement of City facilities and infrastructure, such as streets and utilities. The staff also provides public works related inspections. The Engineering staff is responsible for review of plans, monitoring construction activities, and capital improvement projects within the City. In conjunction with other City Departments, the engineering 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:

Planning

General:

1. Ensure the design of development projects to enhance functional and visual characteristics of the community.
2. Provide information and assistance to developers and the general public regarding development requirements in the City, the planning process, and Planning Commission and City Council procedures.
3. Coordinate planning and economic development efforts with other City departments and local, regional, and state planning agencies and organizations.
4. Review, research, and update the Comprehensive Plan and Land Development 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.
6. Promote the development and expansion of property to enhance the livability of the City.
7. Ensure the timely delivery of the new City Hall building within budget.



City of Happy Valley Fiscal Year 2008 - 2009 Budget

Planning

Fiscal Year 2009 / 2010:

1. Economic Development Action Plan Implementation.
2. Annexation Plan programs (SDC assessments, Fees, Tax Advantage Programs).
3. Periodic Review Products

Engineering

General:

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



City of Happy Valley Fiscal Year 2008 - 2009 Budget

Engineering

Fiscal Year 2009 / 2010:

1. Capital projects: Pedestrian & Bike, Road Overlays, Storm System
2. Engineering Design Manual Updates

BUDGET SUMMARY:

Historical Data			Description	Budget For Next Year 2008 - 2009		
Actual		Adopted Budget This Year 07 - 08		Proposed	Approved	Adopted
Preceding Year 05 - 06	Preceding Year 06 - 07					
472,838	509,375	376,700	Personal Services	928,700	928,700	928,700
254,643	117,845	234,000	Material and Services	249,000	249,000	249,000
7,327	1,531	480,000	Capital Outlay	480,000	480,000	480,000
734,808	628,751	1,090,700	Total	1,657,700	1,657,700	1,657,700



City of Happy Valley Fiscal Year 2008 - 2009 Budget

GENERAL FUND


Revenue, Economic and Community Development

Line

2. **Site Development NPDES 1200C Permit:** Fees collected for the following: Coordinating review and submittal of site development NPDES 1200C permits with Oregon DEQ; Providing initial review of erosion and sediment control design plan and NPDES 1200C permit forms for completeness and compliance with DEQ requirements; Providing initial, intermediate and final site erosion and sediment control inspections for compliance with construction plans and NPDES 1200C permit requirements; Providing assistance to code compliance officer in enforcement of NPDES 1200C permit and DEQ requirements. In prior years this was accounted for under the Public Works Department.
3. **Sewer Permits:** Fee set to cover plan review of individual sewer hookups or abandonment. In prior years this was accounted for under the Public Works Department.
4. **Right of Way Permits:** Fees set to cover cost of allowing work in the City's right of way. In prior years this was accounted for under the Public Works Department.
5. **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. Also includes a plan review fee for each building permit. 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.
6. **Construction Fees:** These fees are set to cover improvement plan review, overall development erosion sediment control plan review and inspection, and periodic construction supervision of public improvements by the City to ensure compliance with National, State, Regional, and City standards. In prior years this was accounted for under the Public Works Department.
7. **Grants:** The City applies for grants sponsored by federal, state, and regional governments and non-governmental organizations to fund various projects and programs. The City will be applying to Metro for funds, through the Expansion Area Planning Fund, to assist in the East Happy Valley Comprehensive Plan process. This budget does not reflect that the City has received a TGM Grant for an Integrated Land Use and Transportation Plan for the East Happy Valley Expansion Area in the amount of \$120,000 spread over FY 06-07 and FY 07-08. 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. All of the TGM grants the City receives follow this method. This revenue source also includes the Metro Local Share project grant to the city in the amount of approximately \$480,000 for the acquisition and of development of greenspace areas.

RESOURCES
General Fund

CITY OF
HAPPY VALLEY

HISTORICAL DATA			Account No.	 RESOURCES	BUDGET FOR NEXT YEAR 2008 - 2009		
Actual		Adopted Budget			Proposed By	Approved by	Adopted By
Preceding Year 05 - 06	Preceding Year 06 - 07	This Year 07 - 08			Budget Officer	Budget Comm.	Governing Body
1			001-000-	Economic & Comm. Development			
2	-	-	415401	Site Development NPDES 1200C	25,000	25,000	25,000
3	-	-	415450	Sewer Permit Fee	10,000	10,000	10,000
4	-	-	415550	Right of Way Permit	60,000	60,000	60,000
5	571,353	274,202	416000	Development Fees/Deposits	300,000	300,000	300,000
6	-	-	416100	Construction Fees	400,000	400,000	400,000
7	-	-	431100	Grants	530,000	530,000	530,000
8							
9	571,353	274,202	250,000	Total Economic & Comm. Dev.	1,325,000	1,325,000	1,325,000
10							
11							
12							
13							
14							
15							
16							
17							
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31							
32							
33							



City of Happy Valley Fiscal Year 2008 - 2009 Budget

GENERAL FUND

Expenditures, Economic and Community Development

MATERIALS AND SERVICES:

Line


- 28. **Office Supplies:** Included are general office supplies.
- 29. **Maps and Printing:** Maps and printing are separated from general office supplies.
- 30. **Equipment – under \$5,000:** Equipment which costs less than \$5,000 per item. Items such as printers and other office equipment. Computer equipment is now being accounted for in the Reserve for Replacement Fund.
- 31. **Travel:** Travel and meals for staff budgeted under Economic and Community Development are included here. All travel is related to training or other City business.
- 32. **Training:** Cost covers training necessary for job requirements for budgeted staff.
- 33. **Membership & Dues:** Annual membership dues paid to local and national planning associations, Regional Partners dues, and Oregon Economic Development Association dues.
- 34. **Utilities:** Now being accounted for in the General Government department.
- 35. **Publications:** Now being accounted for in the General Government department.
- 36. **Subscriptions:** Professional subscriptions and costs of the updates to the Land Development Ordinance.
- 37. **Postage:** Now being accounted for in the General Government department.
- 38. **Repairs and Maintenance:** Now being accounted for in the General Government department.
- 39. **Community Concept Planning:** Cost associated with comprehensive planning within the City. Other planning projects that may be necessary.
- 40. **Legal:** Now being accounted for in the General Government department.
- 41. **Contract Traffic Engineer:** Contract for review of City transportation issues. Costs for reviewing development applications will be billed to the applicant and are not included in this line.
- 42. **Contract Engineering:** A consulting professional engineer responsible for evaluating traffic safety and control issues throughout the City and/or to provide assistance with construction plans and plat review and project close out. Also may include professional staff for erosion control permitting and inspections.
- 43. **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. Costs associated with special projects and over-load current planning review.
- 44. **Copier Lease:** Now being accounted for in the General Government department.

CAPITAL OUTLAY:

- 49. **Vehicles:** Now accounted for in the Reserve for Replacement Fund.
- 50. **Equipment – over \$5,000:** Now accounted for in the Reserve for Replacement Fund.
- 51. **Land/Land Improvements:** Acquisition of greenspace areas within the City.

EXPENDITURE DETAIL
General Fund

CITY OF
HAPPY VALLEY

HISTORICAL DATA					BUDGET FOR NEXT YEAR 2008 - 2009			
Actual		Adopted Budget	Account No.		EXPENDITURE DESCRIPTION	Proposed By	Approved by	Adopted By
Preceding Year	Preceding Year	This Year 07 -				Budget Officer	Budget Comm.	Governing Body
05 - 06	06 - 07	08						
1			001-006-	Economic & Comm. Development				
2				Personnel				
3	21,660	21,129	-	500050	City Manager	-	-	-
4	112,410	121,227	71,400	500051	Senior Staff	78,900	78,900	78,900
5	-	-	149,500	500054	Planning/Eng	452,900	452,900	452,900
6	13,464	8,216	-	500059	Public Works	-	-	-
7	-	2,995	-	500060	Building Inspector/Plans Exam	-	-	-
8	183,903	204,630	36,900	500063	Admin/Support	80,300	80,300	80,300
9	100	73	5,000	500100	Overtime	5,000	5,000	5,000
10								
11	331,537	358,270	262,800		Total Personnel	617,100	617,100	617,100
12								
13					Employee Benefits			
14	24,309	26,466	19,800	504700	Employer FICA	46,900	46,900	46,900
15	59,854	68,267	49,800	504800	Health Insurance	124,900	124,900	124,900
16	7,948	7,819	4,700	504801	Dental Insurance	14,100	14,100	14,100
17	298	264	300	504802	Life Insurance	400	400	400
18	933	1,079	800	504803	Disability Insurance	1,600	1,600	1,600
19	1,138	1,738	500	504900	Worker's Compensation	2,900	2,900	2,900
20	45,155	44,247	36,300	505000	Retirement Plan	116,800	116,800	116,800
21	1,666	1,225	1,700	506000	Tri-Met Excise Tax	4,000	4,000	4,000
22								
23	141,301	151,105	113,900		Total Employee Benefits	311,600	311,600	311,600
24								
25	472,838	509,375	376,700		Total Personal Services	928,700	928,700	928,700
26								
27					Materials and Services			
28	4,930	4,836	7,000	600100	Office Supplies	6,000	6,000	6,000
29	3,341	3,304	5,000	600110	Maps And Printing	5,000	5,000	5,000
30	-	-	3,000	600190	Equipment - under \$5,000	1,000	1,000	1,000
31	786	1,410	3,000	600200	Travel	5,000	5,000	5,000
32	1,290	1,775	6,000	600201	Training	6,000	6,000	6,000
33	726	3,013	4,000	600300	Membership And Dues	5,000	5,000	5,000
34	580	606	-	600400	Utilities	-	-	-
35	6,092	1,325	6,000	602000	Publications	-	-	-
36	3,320	6,937	3,000	602010	Subscriptions & Code Books	1,000	1,000	1,000
37	5,825	5,967	-	602100	Postage	-	-	-
38	1,920	374	-	602300	Repairs & Maintenance	-	-	-
39	26,364	38,629	70,000	602400	Community Concept Planning	60,000	60,000	60,000
40	143,634	19,313	-	603100	Legal	-	-	-
41	28,477	6,809	10,000	603250	Contract-Traffic Engineer	20,000	20,000	20,000
42	7,595	10,932	50,000	603300	Contract-Engineering	40,000	40,000	40,000
43	27,358	20,363	110,000	603700	Contract-Planning	100,000	100,000	100,000
44	-	3,184	-	603850	Copier Lease	-	-	-
45								
46	262,238	128,777	277,000		Total Materials and Services	249,000	249,000	249,000
47								
48					Capital Outlay			
49	7,327	-	-	700200	Vehicles	-	-	-
50	-	1,531	-	700300	Equipment - over \$5,000	-	-	-
51	-	-	480,000	700600	Land/Land Improvements	480,000	480,000	480,000
52	-	-	-					
53	7,327	1,531	480,000		Total Capital Outlay	480,000	480,000	480,000
54								
55	742,403	639,683	1,133,700		Total Economic & Comm. Dev.	1,657,700	1,657,700	1,657,700



City of Happy Valley
Fiscal Year 2008 – 2009 Budget

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City of Happy Valley **Fiscal Year 2008 - 2009 Budget**

GENERAL FUND **Public Works**

Manager: Chris Randall

STATEMENT OF PURPOSE:

The Public Works Department oversees operations related to the maintenance of City facilities and infrastructure, such as streets and utilities. The staff also provides public works related inspections.

The Public Works department is involved with the Sponsor-A-Bench Program. The program allows citizens an opportunity to purchase a bench for placement within the City to honor a loved one or share a friendly message. Citizens purchase benches and plaques directly from the manufacturer based on a standard set by the City. The Public Works Department prepares the cement pad and mounts the bench.

PROGRAM OBJECTIVES:

1. Provide City citizens a high level of customer service relative to the following:
 - f. Street construction, improvements, maintenance and repairs
 - g. Public rights-of-way
 - h. Coordination of surface water issues with Water Environment Services (WES) of Clackamas County
 - i. Installation and maintenance of signage within public rights-of-way
 - j. Street cleaning including; sweeping, debris pick-up and hazardous spill removal coordination
 - k. Coordinate work efforts of volunteers and community work force
 - l. Inclement weather services including; snow removal and sanding of icy roads
2. Work with committees to address existing and anticipated concerns and goals of residents

BUDGET SUMMARY:

Historical Data			Description	Budget For Next Year 2008 - 2009		
Actual		Adopted Budget This Year 07 - 08		Proposed	Approved	Adopted
Preceding Year 05 - 06	Preceding Year 06 - 07					
211,670	380,872	479,800	Personal Services	190,800	190,800	190,800
57,173	98,410	156,000	Material and Services	129,500	129,500	129,500
31,513	141,200	90,000	Capital Outlay	15,000	15,000	15,000
300,356	620,482	725,800	Total	335,300	335,300	335,300



**City of Happy Valley
Fiscal Year 2008 - 2009 Budget**


**GENERAL FUND
*Revenue, Public Works***

Line

2. **Site Development NPDES 1200C Permit:** Budgeted for in Economic and Community Development.
3. **Sewer Permits:** Budgeted for in Economic and Community Development.
4. **Miscellaneous Permits:** Budgeted for in Economic and Community Development.
5. **Right of Way Permits:** Budgeted for in Economic and Community Development.
6. **Construction Fees:** Budgeted for in Economic and Community Development.

RESOURCES
General Fund

CITY OF
HAPPY VALLEY

HISTORICAL DATA					BUDGET FOR NEXT YEAR 2008 - 2009			
Actual		Adopted Budget	Account No.		RESOURCES	Proposed By Budget Officer	Approved by Budget Comm.	Adopted By Governing Body
Preceding Year 05 - 06	Preceding Year 06 - 07	This Year 07 - 08						
1			001-000-	Public Works				
2	-	-	25,000	415401	Site Development NPDES 1200C	-	-	-
3	23,598	9,434	10,000	415450	Sewer Permit Fee	-	-	-
4	54,870	20,500	-	415500	Misc. Permits	-	-	-
5	10,446	52,504	55,000	415550	Right of Way Permit	-	-	-
6	787,529	683,468	650,000	416100	Construction Fees	-	-	-
7								
8	876,443	765,906	740,000		Public Works Totals	-	-	-
9								
10								
11								
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29								



City of Happy Valley Fiscal Year 2008 - 2009 Budget

GENERAL FUND *Expenditures, Public Works*

MATERIALS AND SERVICES:

Line

- 25. **Office Supplies:** General office supplies as needed for daily work, materials needed to prepare, traffic control device request, correspondence, and miscellaneous reports.
- 26. **Public Works Supplies:** Supplies and materials needed for repairs and continued operation of City facilities.
- 27. **Equipment – under \$5,000:** Tools, equipment, needed for repairs and continued operation of City facilities. To include items such as; flammable liquid storage cabinet, emergency supplies storage cabinet, supplies storage racks and bins. Computer equipment is now being accounted for in the Reserve for Replacement Fund.
- 28. **Travel:** Travel to and from training as well as occasional use of personal automobiles to meetings.
- 29. **Training:** Training classes and certifications on subjects such as insecticide/herbicide use, road maintenance, safety, construction and first aid training.
- 30. **Membership and Dues:** Staff membership in Public Works/Environmental associations, such as the American Public Works Association (APWA), Association of Clean Water Agencies (ACWA), and the Regional Erosion Prevention Awards program.
- 31. **Utilities:** Budgeted for in the General Government Department.
- 32. **Vehicle Operation & Maintenance:** Operation and maintenance of vehicles used for Public Works and General Government activities.
- 33. **Publications:** Now being accounted for in the General Government Department.
- 34. **Subscriptions:** Subscriptions to trade journals.
- 35. **Repairs and Maintenance:** Cost of maintaining non-vehicular equipment, maintenance, repairs, additions, improvements and up-keep for City Hall, the City Hall Annex and the Public Works Operations Facility.
- 36. **Emergency Weather Expenses:** 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. This item includes costs related to downed trees from wind storms.
- 37. **Legal:** Budgeted for in the General Government Department.
- 38. **Contract Engineering:** Budgeted for in Economic and Community Development.
- 39. **Contract Services:** Shown for historical purposes only.


CAPITAL OUTLAY:

Line

- 44. **Vehicles:** items will be accounted for in the Capital Replacement Fund.
- 45. **Equipment - over \$5,000:** items will be accounted for in the Capital Replacement Fund.
- 46. **Facility Improvements:** Proposed projects include; Phase 2 of the Operations Maintenance Yard paving project, addition of rear concrete slab and patio cover to Public Works office, and pavement restoration to the existing City Hall parking lot.

EXPENDITURE DETAIL
General Fund

CITY OF
HAPPY VALLEY

	HISTORICAL DATA				EXPENDITURE DESCRIPTION	BUDGET FOR NEXT YEAR 2008 - 2009		
	Actual		Adopted Budget			Proposed By	Approved by	Adopted By
	Preceding Year	Preceding Year	This Year 07 -			Budget Officer	Budget Comm.	Governing Body
	05 - 06	06 - 07	08	Account No.				
1				001-008-	Public Works			
2					Personnel			
3	11,910	10,564	-	500050	City Manager	-	-	-
4	31,000	40,397	38,000	500051	Senior Staff	4,200	4,200	4,200
5	100,083	215,509	252,400	500059	Public Works	109,500	109,500	109,500
6	14,537	6,646	30,700	500063	Admin/Support	-	-	-
7	118	714	5,000	500100	Overtime	5,000	5,000	5,000
8								
9	157,648	273,830	326,100		Total Personnel	118,700	118,700	118,700
10								
11	12,338	20,812	24,600	504700	Employer FICA	8,700	8,700	8,700
12	19,236	40,612	69,200	504800	Health Insurance	30,800	30,800	30,800
13	2,037	5,261	6,600	504801	Dental Insurance	3,500	3,500	3,500
14	99	195	400	504802	Life Insurance	100	100	100
15	377	790	1,000	504803	Disability Insurance	400	400	400
16	1,542	1,561	4,600	504900	Worker's Compensation	6,100	6,100	6,100
17	17,396	36,574	45,300	505000	Retirement Plan	21,700	21,700	21,700
18	997	1,237	2,000	506000	Tri-Met Excise Tax	800	800	800
19								
20	54,022	107,042	153,700		Total Employee Benefits	72,100	72,100	72,100
21								
22	211,670	380,872	479,800		Total Personal Services	190,800	190,800	190,800
23								
24					Materials and Services			
25	2,112	5,493	3,000	600100	Office Supplies	3,000	3,000	3,000
26	9,661	5,210	15,000	600150	Public Works Supplies	17,000	17,000	17,000
27	-	408	9,000	600190	Equipment - under \$5,000	7,000	7,000	7,000
28	1,475	2,052	3,500	600200	Travel	5,000	5,000	5,000
29	845	960	6,000	600201	Training	5,000	5,000	5,000
30	814	746	2,000	600300	Membership And Dues	3,000	3,000	3,000
31	4,408	6,807	-	600400	Utilities	-	-	-
32	13,345	27,378	20,000	601500	Vehicle Operation & Main.	34,000	34,000	34,000
33	2,665	1,110	1,500	602000	Publications	-	-	-
34	50	-	1,000	602010	Subscriptions	500	500	500
35	13,360	16,265	35,000	602300	Repairs & Maintenance	35,000	35,000	35,000
36	843	6,330	10,000	602350	Emergency Weather Expenses	20,000	20,000	20,000
37	-	6,708	-	603100	Legal	-	-	-
38	7,595	10,932	50,000	603300	Contract-Engineering	-	-	-
39	-	8,011	-	603950	Contract Services	-	-	-
40								
41	57,173	98,410	156,000		Total Materials and Services	129,500	129,500	129,500
42								
43					Capital Outlay			
44	-	16,000	20,000	700200	Vehicles	-	-	-
45	31,513	3,689	20,000	700300	Equipment - over \$5,000	-	-	-
46	-	121,511	50,000	700500	Facility Improvements	15,000	15,000	15,000
47								
48	31,513	141,200	90,000		Total Capital Outlay	15,000	15,000	15,000
49								
50	300,356	620,482	725,800		Total Public Works	335,300	335,300	335,300



**City of Happy Valley
Fiscal Year 2008 – 2009 Budget**

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City of Happy Valley **Fiscal Year 2008 - 2009 Budget**

GENERAL FUND ***Parks***

Manager: Chris Randall

STATEMENT OF PURPOSE:

The City annexed into the North Clackamas Parks and Recreation District (NCPRD) as of July 1, 2007 as a result of a voter election. Per the Intergovernmental Agreement (IGA) with NCPRD the City Parks Department provides continued maintenance of the following: Happy Valley City Park, Mt. Scott Creek Trail, Rebstock Park, Happy Valley Wetland Park, Happy Valley Nature Park, City owned open spaces, and City owned trails. The Parks Department also provides operation and staffing including operation and maintenance, scheduling of activities, and field use coordination.

PROGRAM OBJECTIVES:

1. Provide a high level of customer service to City residents relative to:
 - a. Picnic areas
 - b. Sport fields
2. Ensure a clean, safe environment, including friendly park personnel on a daily basis and to assist during events.
3. Work with volunteers providing improvements to City Park and trails system (i.e.: Happy Valley Hikers, North Clackamas School District students, and Scout Troops).
4. Provide general park maintenance at the level established in the IGA with NCPRD.
5. Maintenance for sports fields in the City Park at the level established in the IGA with NCPRD.
6. Staff support during City sponsored and endorsed park activities open to all citizens.
7. Staff support for the Parks Advisory Committee, and assistance in development of priorities.
8. Maintain City trails system at the level established in the IGA with NCPRD.
9. Special projects to be accomplished during the coming budget year.
10. Top dress all sports fields
11. Additional picnic tables and concrete pads (where needed) throughout the City Park.
12. Assist where possible with the construction of new trails and trail connections utilizing City and volunteer labor.
13. Assist in the planning and construction of new park facilities.

BUDGET SUMMARY:

BUDGET SUMMARY:

Historical Data			Description	Budget For Next Year 2008 - 2009		
Actual		Adopted Budget This Year 07 - 08		Proposed	Approved	Adopted
Preceding Year 05 - 06	Preceding Year 06 - 07					
89,601	103,224	156,400	Personal Services	191,100	191,100	191,100
20,723	48,769	115,000	Material and Services	112,000	112,000	112,000
57,064	17,527	95,000	Capital Outlay	-	-	-
167,388	169,520	366,400	Total	303,100	303,100	303,100



City of Happy Valley
Fiscal Year 2008 - 2009 Budget

GENERAL FUND
Revenue, Parks

Line

2. **Park Reservation Fees:** Fees charged to reserve space at Happy Valley Park. User fees charged to sports teams help the City recover a portion the cost of maintenance for sports fields. In prior years this was accounted for in the Public Safety/Community Services department.
3. **Park Revenue from NCPRD:** Revenue from NCPRD for maintenance of parks per the IGA.

CITY OF
HAPPY VALLEYP53



City of Happy Valley Fiscal Year 2008 - 2009 Budget

GENERAL FUND *Expenditures, Parks*

MATERIALS AND SERVICES:

Line


- 25. **Office Supplies:** Combined with Public Works Supplies in the new line item Park Supplies.
- 26. **Public Works Supplies:** Combined with Office Supplies in the new line item Park Supplies.
- 27. **Park Supplies:** Administrative office supplies, small tools and supplies for use in and around City parks, open spaces and trail systems to maintain safe and user-friendly environment.
- 28. **Splash Pad Expenditures:** Cost of operating and maintaining the new Splash Pad facility. This includes supplies and chemicals.
- 29. **Travel:** Cost of travel, meals, and lodging while attending training and meetings.
- 30. **Training:** Training classes and certifications on subjects such as insecticide/herbicide use, safety, first aid, splash pad equipment operation, and general equipment operation.
- 31. **Utilities:** Cost of lights, garbage pickup, portable toilets for special events, and water at City parks. This item also includes the irrigation cost related to sports fields and the Tot Park at the northwest corner of Happy Valley Park.
- 32. **Vehicle Operation & Maintenance:** Costs related to gas, supplies and servicing and maintenance of vehicles and equipment operated in relation to Park maintenance and improvements. Equipment included are items such as; the mule (small utility vehicle), backhoe, one ton truck, tractor and mowers. Replacement motors for mowers are included in this line item.
- 33. **Repairs and Maintenance:** Expenses for cleanup and repair of picnic areas, routine maintenance of rest-room facilities, invasive plant control, costs related to vandalism, as well as costs to maintain the fields.

CAPITAL OUTLAY:

- 38. **Vehicles:** These items will now be accounted for in the Reserve for Replacement Fund.
- 39. **Equipment – over \$5,000:** These items will now be accounted for in the Reserve for Replacement Fund.
- 40. **Parks:** These items will now be accounted for in the Reserve for Replacement Fund.

**EXPENDITURE DETAIL
General Fund**

**CITY OF
HAPPY VALLEY**

HISTORICAL DATA					BUDGET FOR NEXT YEAR 2008 - 2009			
Actual		Adopted Budget	Account No.		EXPENDITURE DESCRIPTION	Proposed By	Approved by	Adopted By
Preceding Year 05 - 06	Preceding Year 06 - 07	This Year 07 - 08				Budget Officer	Budget Comm.	Governing Body
1			001-009-	Parks				
2				Personnel				
3	5,415	5,282	-	500050	City Manager	-	-	-
4	17,954	26,565	7,600	500051	Senior Staff	-	-	-
5	33,191	41,332	84,700	500059	Public Works	102,800	102,800	102,800
6	5,379	5,168	-	500063	Admin/Support	6,000	6,000	6,000
7	729	84	5,000	500100	Overtime	5,000	5,000	5,000
8								
9	62,668	78,431	97,300		Total Personnel	113,800	113,800	113,800
10								
11	5,874	6,185	7,100	504700	Employer FICA	8,400	8,400	8,400
12	8,126	7,346	30,900	504800	Health Insurance	36,900	36,900	36,900
13	882	1,042	3,000	504801	Dental Insurance	4,200	4,200	4,200
14	159	151	200	504802	Life Insurance	200	200	200
15	136	165	500	504803	Disability Insurance	500	500	500
16	1,852	978	3,800	504900	Worker's Compensation	5,500	5,500	5,500
17	9,429	8,568	13,000	505000	Retirement Plan	20,800	20,800	20,800
18	475	358	600	506000	Tri-Met Excise Tax	800	800	800
19								
20	26,933	24,793	59,100		Total Employee Benefits	77,300	77,300	77,300
21								
22	89,601	103,224	156,400		Total Personal Services	191,100	191,100	191,100
23								
24					Materials and Services			
25	1,085	735	-	600100	Office Supplies	-	-	-
26	3,762	6,049	-	600150	Public Works Supplies	-	-	-
27	-	169	20,000	600160	Park Supplies	35,000	35,000	35,000
28	-	667	10,000	600170	Splash Pad Expenditures	15,000	15,000	15,000
29	-	-	500	600200	Travel	1,000	1,000	1,000
30	335	100	2,000	600201	Training	1,000	1,000	1,000
31	10,565	15,325	45,000	600400	Utilities	20,000	20,000	20,000
32	1,287	9,322	12,500	601500	Vehicle Operation & Maint.	15,000	15,000	15,000
33	3,689	16,401	25,000	602300	Repairs & Maintenance	25,000	25,000	25,000
34								
35	20,723	48,768	115,000		Total Materials and Services	112,000	112,000	112,000
36								
37					Capital Outlay			
38	-	3,000	20,000	700200	Vehicles	-	-	-
39	3,563	7,019	15,000	700300	Equipment - over \$5,000	-	-	-
40	53,501	7,508	60,000	700400	Parks	-	-	-
41								
42	57,064	17,527	95,000		Total Capital Outlay	-	-	-
43								
44	167,388	169,519	366,400		Total Parks	303,100	303,100	303,100



City of Happy Valley
Fiscal Year 2008 - 2009 Budget

GENERAL FUND
Revenue, Transfers


Manager: Barbara Muller

Line

2. **Transfer from Future Expansion Fund:** The Future Expansion Fund was eliminated during 2005-06. It was decided this activity would be better accounted for in the General Fund, Community Development.
3. **Transfer from Pension Reserve Fund:** The Pension Reserve Fund was established due to the high volatility of the PERS rates. Now that most of the changes and litigation are complete the rates are stable. It was decided the account balance should be transferred back to the General Fund.

RESOURCES
General Fund

**CITY OF
HAPPY VALLEY**

HISTORICAL DATA					BUDGET FOR NEXT YEAR 2008 - 2009		
Actual		Adopted Budget			Proposed By Budget Officer	Approved by Budget Comm.	Adopted By Governing Body
Preceding Year 05 - 06	Preceding Year 06 - 07	This Year 07 - 08	Account No.	RESOURCES			
1			001-000-	Transfers			
2	229,617	-	-	490000	Transfer from Future Expansion	-	-
3	-	-	294,500	490010	Transfer from Pension Reserve	-	-
4							
5	229,617	-	294,500		Total Transfers	-	-
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16	7,342,185	7,220,373	5,495,950		Total Resources	5,304,449	5,304,449
17							
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22							
23							
24							
25							
26							
27							
28							
29							
30							
31							



City of Happy Valley Fiscal Year 2008 - 2009 Budget

GENERAL FUND *Expenditures, Transfers, Contingency*

Manager: Barbara Muller

Transfers:

Line


2. **Road Improvement Fund:** This line is shown for historical purposes only.
3. **Law Enforcement Fund:** This line is shown for historical purposes only.
4. **New City Hall Fund:** This line is shown for historical purposes only
5. **Reserve for Replacement Fund:** Reserve to accumulate funds for the purchase of items per the replacement lists
6. **Debt Service Fund:** Transfer to pay General Fund portion of principal and interest on outstanding bond issuance

Other:

11. **Contingency:** An amount set aside to meet unforeseen circumstances. Contingency is budgeted at approximately 9% of the budgeted expenditures before transfers and contingency. This is lower than the suggested 10 to 15% due to the creation of the Reserve for Replacement Fund. The Reserve for Replacement Fund was created to accumulate funds for the future replacement of vehicles, operations and maintenance equipment, and computer equipment according to the replacement lists. In order to fully fund the Reserve for Replacement Fund a large transfer will be required in this fiscal year. In succeeding fiscal years the transfer amount will drop by about 80%. Contingency funds may only be transferred to Personal Services, Materials and Services, Capital Outlay, and Transfers by resolutions approved by City Council.

**EXPENDITURE DETAIL
General Fund**

**CITY OF
HAPPY VALLEY**

	HISTORICAL DATA			Account No.		BUDGET FOR NEXT YEAR 2008 - 2009		
	Actual		Adopted Budget			Proposed By	Approved by	Adopted By
	Preceding Year 05 - 06	Preceding Year 06 - 07	This Year 07 - 08			Budget Officer	Budget Comm.	Governing Body
					EXPENDITURE DESCRIPTION			
1				001-030-	Transfers			
2	45,527	55,078	-	800121	To Road Improvement Fund	-	-	-
3	1,123,359	1,463,120	-	800122	To Public Safety Fund	-	-	-
4	2,000,000	2,000,000	1,366,000	800125	To New City Hall Fund	-	-	-
5	-	-	-		To Reserve for Replacement Fund	376,685	376,685	376,685
6	-	-	-		To Debt Service Fund	312,000	312,000	312,000
7								
8	3,168,886	3,518,198	1,366,000		Total Transfers	688,685	688,685	688,685
9								
10				001-030-	Contingency			
11	-	-	680,550	880000	Contingency	396,864	396,864	396,864
12								
13	5,059,688	5,803,545	6,075,950		Total Requirements	5,304,449	5,304,449	5,304,449
14								
15								
16								
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22								
23								



**City of Happy Valley
Fiscal Year 2008 – 2009 Budget**

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**City of Happy Valley
Fiscal Year 2008 - 2009 Budget**

STREET MAINTENANCE FUND



City of Happy Valley Fiscal Year 2008 - 2009 Budget

STREET MAINTENANCE FUND

Manager: Chris Randall

- The Street Maintenance Fund oversees the operation, maintenance, and preservation (OM&P) of streets. This includes street improvements, coordination of surface water issues with Water Environment Services (WES) of Clackamas County, installation and maintenance of signage, street sweeping, debris pick-up, hazardous spill removal coordination, and inclement weather services such as snow removal and sanding of icy roads.
- The majority of revenue is from the City's share of the State Highway Trust Fund which is from a per-gallon gasoline tax and state vehicle registration fees. Also included in revenue is interest earnings based on fund balance. Property taxes are not used to pay for street repairs.
- The state gas tax rate has not increased since 1993, although the cost of paving material has risen, as have the traffic loads on the streets. As a result, the value of the City's share of the State Highway Trust Fund, adjusted for inflation has decreased over the past decade.
- A new Street Utility Fee is being explored for this budget year. The fee will be paid by property owners and businesses within the City. The revenue will be used to maintain streets and improve the transportation network. A project prioritization list will be created as part of the Street Utility Fee process.
- Expenditures are directly related to street operation, maintenance, preservation, signage, reconstruction, overlays, chip seals, slurry seals, and crack seals.

BUDGET SUMMARY:

Historical Data			Description	Budget For Next Year 2008 - 2009		
Actual		Adopted Budget This Year 07 - 08		Proposed	Approved	Adopted
Preceding Year 05 - 06	Preceding Year 06 - 07					
134,063	134,837	179,100	Personal Services	250,300	250,300	250,300
29,756	47,592	168,500	Material and Services	178,500	178,500	178,500
32,870	17,975	880,000	Capital Outlay	393,925	393,925	393,925
-	-	-	Transfers	408,000	408,000	408,000
-	-	165,400	Contingency	128,400	128,400	128,400
196,689	200,404	1,393,000	Total	1,359,125	1,359,125	1,359,125



City of Happy Valley
Fiscal Year 2008 - 2009 Budget


STREET MAINTENANCE 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 and in other investments provided by Wells Fargo Brokerage Services.
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. **Street Utility Fee:** Revenue collected to maintain streets at an acceptable PCI level. The revenue will be collected via an IGA with a district that does utility billing in the City. Since the fee will not be instituted until the second quarter of the year the amount is an estimate for collection for half of the fiscal year.

RESOURCES
Street Maintenance Fund

CITY OF
HAPPY VALLEY

HISTORICAL DATA					BUDGET FOR NEXT YEAR 2008 - 2009		
Actual		Adopted Budget	Account No.		RESOURCES	Proposed By Budget Officer	Approved by Budget Comm.
Preceding Year 05 - 06	Preceding Year 06 - 07	This Year 07 - 08					
1			002-000-				
2	620,514	816,206	401000	Beginning Working Capital	770,000	770,000	770,000
3	25,113	44,669	403000	Interest Income	35,000	35,000	35,000
4	367,268	389,193	413100	Gas Tax Revenue	454,125	454,125	454,125
5	-	-	-	Street Utility Fee	100,000	100,000	100,000
6							
7							
8	1,012,895	1,250,068	1,105,000	Total Resources	1,359,125	1,359,125	1,359,125
9							
10							
11							
12							
13							
14							
15							
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28							
29							



City of Happy Valley Fiscal Year 2008 - 2009 Budget

STREET MAINTENANCE FUND *Expenditures*

MATERIALS AND SERVICES:

Line

- 27. **Equipment – under \$5,000:** Equipment needed for repair, maintenance, and inspection of streets within the City when each item costs less than \$5,000.
- 28. **Training:** Costs for the attendance of street construction/inspection and/or maintenance seminars and training materials.
- 29. **Vehicle Operation & Maintenance:** Cost share for operation of vehicles including; tractor, backhoe, street sweeper, large and mid-size dump trucks and attachments for work on public streets.
- 30. **Contract Street Maintenance:** Cost of using outside organizations or companies for the routine maintenance of streets, such as filling potholes and tree maintenance.
- 31. **Contract Engineering Services:** Utilization of traffic and civil engineering consulting services as required for street improvements projects. Street Utility Fee study.
- 32. **Traffic Control Devices:** Purchase of equipment to control vehicle speeds and routes, i.e., lights, speed humps, and barricades.
- 33. **Street Repair Materials:** Materials needed by City Public Works staff for minor or emergency street repairs.
- 34. **Traffic Signs and Striping:** Provide street signs as needed and repairs from vandalism or vehicular accidents and contract agreements for annual road striping activities for safety on City streets and roadways.
- 35. **Contract Street Sweeping:** Agreements with other organizations, departments, or companies for street sweeping.

CAPITAL OUTLAY:

- 40. **Vehicles:** These items will now be purchased using the Reserve for Replacement Fund.
- 41. **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.
- 42. **Right-of-Way Improvements:** Now accounted for in Road Construction Fund.
- 43. **Equipment – over \$5,000:** These items will now be purchased using the Reserve for Replacement Fund.

TRANSFERS:


- 48. **To Capital Replacement Fund:** Transfer to accumulate funds for purchases per the Reserve for Replacement list.

OTHER:

- 51. **Contingency:** An account set aside to meet unforeseen circumstances. Contingency funds may only be transferred to another category by resolutions approved by City Council.

EXPENDITURE DETAIL
Street Maintenance Fund

CITY OF
HAPPY VALLEY

HISTORICAL DATA					BUDGET FOR NEXT YEAR 2008 - 2009			
Actual		Adopted Budget	Account No		EXPENDITURE DESCRIPTION	Proposed By	Approved by	Adopted By
Preceding Year 05 - 06	Preceding Year 06 - 07	This Year 07 - 08		Budget Officer		Budget Comm.	Governing Body	
1			002-431-					
2				Personnel				
3	9,714	10,565	11,500	500050	City Manager	12,600	12,600	12,600
4	21,518	24,325	30,200	500051	Senior Staff	13,400	13,400	13,400
5	-	-	-	500054	Planning/Eng	14,700	14,700	14,700
6	53,800	48,065	73,700	500059	Public Works	111,500	111,500	111,500
7	-	-	2,600	500053	Code Enforcement	4,300	4,300	4,300
8	9,606	10,781	-	500063	Admin/Support	-	-	-
9	-	-	5,000	500100	Overtime	5,000	5,000	5,000
10								
11	94,638	93,736	123,000		Total Personnel	161,500	161,500	161,500
12								
13	7,233	7,218	9,100	504700	Employer FICA	12,000	12,000	12,000
14	15,264	13,729	23,300	504800	Health Insurance	32,600	32,600	32,600
15	1,773	1,729	2,200	504801	Dental Insurance	3,700	3,700	3,700
16	91	83	200	504802	Life Insurance	200	200	200
17	312	290	400	504803	Disability Insurance	500	500	500
18	891	726	3,400	504900	Worker's Compensation	8,800	8,800	8,800
19	13,277	12,663	16,700	505000	Retirement Plan	29,900	29,900	29,900
20	584	587	800	506000	Tri-Met Excise Tax	1,100	1,100	1,100
21								
22	39,425	37,025	56,100		Total Employee Benefits	88,800	88,800	88,800
23								
24	134,063	130,761	179,100		Total Personal Services	250,300	250,300	250,300
25								
26					Materials and Services			
27	-	-	3,500	600190	Equipment - under \$5,000	3,500	3,500	3,500
28	110	-	3,000	600201	Training	5,000	5,000	5,000
29	12,049	5,182	15,000	601500	Vehicle Operation & Maint.	15,000	15,000	15,000
30	2,775	5,896	15,000	603100	Contract Street Maintenance	15,000	15,000	15,000
31	445	-	60,000	603110	Contract Engineering Services	80,000	80,000	80,000
32	1,255	4,120	12,000	603111	Traffic Control Devices	10,000	10,000	10,000
33	918	2,016	15,000	605300	Street Repair Materials	15,000	15,000	15,000
34	12,204	30,378	35,000	605700	Traffic Signs & Striping	35,000	35,000	35,000
35	-	-	10,000	605900	Contract Street Sweeping	-	-	-
36								
37	29,756	47,592	168,500		Total Materials and Services	178,500	178,500	178,500
38								
39					Capital Outlay			
40	-	-	40,000	700200	Vehicles	-	-	-
41	-	14,794	550,000	700211	Street Reconstruction	393,925	393,925	393,925
42	-	3,052	250,000	700225	Right of Way Improvements	-	-	-
43	32,870	129	40,000	700300	Equipment - over \$5,000	-	-	-
44								
45	32,870	17,975	880,000		Total Capital Outlay	393,925	393,925	393,925
46								
47					Transfers			
48	-	-	-		To Reserve for Replacement Fund	408,000	408,000	408,000
49								
50					Contingency			
51	-	-	165,400	880000	Contingency	128,400	128,400	128,400
52								
53	196,689	196,328	1,227,600		Total Requirements	1,359,125	1,359,125	1,359,125
54								
55								



City of Happy Valley
Fiscal Year 2008 – 2009 Budget

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**City of Happy Valley
Fiscal Year 2008 - 2009 Budget**

BUILDING DEPARTMENT FUND



City of Happy Valley **Fiscal Year 2008 - 2009 Budget**

BUILDING DEPARTMENT FUND

Manager: Ed Cameron

- The Building Department 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.
- The majority of revenue is from permit fees. The permit fees are set by City Council resolution. Also included are interest income based on fund balance and income from Intergovernmental Agreements (IGA) with other cities.
- 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 2008 - 2009		
Actual		Adopted Budget This Year 07 - 08		Proposed	Approved	Adopted
Preceding Year 05 - 06	Preceding Year 06 - 07					
761,724	656,162	1,542,000	Personal Services	829,500	829,500	829,500
403,177	264,606	1,823,200	Material and Services	186,150	186,150	186,150
116,546	27,848	135,000	Capital Outlay	-	-	-
-	870,000	870,000	Transfers	180,167	180,167	180,167
-	-	390,900	Contingency	278,867	278,867	278,867
1,281,447	1,818,616	4,761,100	Total	1,474,684	1,474,684	1,474,684



**City of Happy Valley
Fiscal Year 2008 – 2009 Budget**

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City of Happy Valley Fiscal Year 2008 - 2009 Budget

BUILDING DEPARTMENT FUND

STATEMENT OF PURPOSE:

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. Services are provided to architects, engineers, contractors, and members of the public who need code interpretation of the various specialty codes. Department staff maintains updated copies of Oregon's construction codes and rules for use within the jurisdiction.

Services are provided to contractors and the public to ensure organizations are operating in compliance with the appropriate laws, individuals are properly licensed, and products meet legal specifications. Permit and inspection services are provided to contractors and owner/builders who seek structural, mechanical, electrical, or plumbing permits. The 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 are also provided to building contractors and owner/builders in structural, mechanical, plumbing and electrical areas. The 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. Recognize and meet the work plan and program standards mandated through the Tri-County Service Board (State of Oregon Building Codes Division Northwest Regional Office).
3. Issue timely building permits for residential and commercial projects following submission of complete permit applications and plans.
4. Accomplish all requested building inspections within 24 hours of date of request.
5. Respond to public concerns within 48 hours from date received.
6. Provide inspection services and plan review to the City of Milwaukie per the IGA.
7. Manage revenues and expenditures prudently and responsibly.
8. Allow for, facilitate, and encourage alternate methods of construction and or materials.
9. Provide code resources for architects, engineers, building contractors and homeowners.
10. Uniformly administer and enforce the state building codes, city ordinances and policies that set standards for construction.



City of Happy Valley Fiscal Year 2008 - 2009 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 and in other investments provided by Wells Fargo Brokerage Services.
- 4/6. **Building Permit Fee and Building Permit Fee-Commercial:** Fees set to cover the cost of inspecting new construction and remodels. There is a 12% surcharge collected on this fee, which is turned over to the State to administer the statewide program.
- 5/7. **Plan Check-building Permit and Plan Check-Commercial:** Fee set to cover the cost of plan review on building permits.
8. **Electrical Permit Fee:** Electrical permits are issued by Clackamas County. This line item accounts for the 12% retained by the City to cover administration costs. The remainder is accounted for in a liability account and remitted to Clackamas County monthly. The 12% surcharge on this fee is remitted to the State.
9. **Mechanical Permit Fee:** Fee set to cover the cost of mechanical inspections. There is a 12% surcharge collected on this fee that is turned over to the State to administer the statewide program.
10. **Plan Check-Mechanical Permit:** Fee set to cover the cost of plan review on mechanical permits.
11. **Plumbing Permit Fee:** Fee set to cover the cost of plumbing inspections. There is a 12% surcharge collected on this fee that is turned over to the State to administer the statewide program.
12. **Plan Check-Plumbing Permit:** 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.
14. **State Surcharge:** Shown for historical purposes. The surcharge is accounted for in a liability account and remitted 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. **Minor Label Revenue:** Revenue received from the State of Oregon for performing plumbing and mechanical inspections through the Minor Label statewide program.
19. **Milwaukie IGA:** Revenue from the City of Milwaukie for providing inspection and plan review services. This is working toward the State goal of pooling inspection and plan review resources to provide enhanced customer service throughout the State.
20. **Estacada IGA:** This will not be pursued due to the economic unfeasibility of providing inspection and plan review services.

RESOURCES
Building Department Fund

CITY OF
HAPPY VALLEY

HISTORICAL DATA				Account No.		BUDGET FOR NEXT YEAR 2008 - 2009		
Actual		Adopted Budget This Year 07 - 08	Proposed By Budget Officer			Approved by Budget Comm.	Adopted By Governing Body	
Preceding Year 05 - 06	Preceding Year 06 - 07							
1				003-000-				
2	1,294,447	1,314,706	735,000	401000	Beginning Working Capital	565,000	565,000	565,000
3	49,828	51,099	50,000	403000	Interest Income	15,000	15,000	15,000
4	746,872	292,614	980,000	415000	Building Permit Fee	273,719	273,719	273,719
5	504,273	295,595	637,000	415001	Plan Check - Building Permit	177,917	177,917	177,917
6	27,058	102,782	550,000	415050	Building Permit Fee-Commercial	95,000	95,000	95,000
7	34,835	77,962	357,500	415051	Plan Check-Commercial	61,750	61,750	61,750
8	215,121	81,865	33,000	415100	Electrical Permits	13,600	13,600	13,600
9	138,835	64,286	190,000	415200	Mechanical Permit Fee	47,314	47,314	47,314
10	129	380	18,000	415201	Plan Check - Mechanical Permit	5,400	5,400	5,400
11	317,713	186,164	450,000	415300	Plumbing Permit Fee	113,750	113,750	113,750
12	-	-	202,500	415301	Plan Check - Plumbing Permit	5,400	5,400	5,400
13	8,402	31,634	247,500	415315	Fire Life Safety	38,000	38,000	38,000
14	115,547	44,599	-	415325	State Surcharge Revenue	-	-	-
15	5,547	2,950	5,000	415350	Reinspection Fee	4,800	4,800	4,800
16	2,139	-	5,000	415355	Investigation Fee	1,500	1,500	1,500
17	-	-	2,000	415360	Compliance Fee	1,500	1,500	1,500
18	-	-	5,000	415400	Minor Label Revenue	1,500	1,500	1,500
19	-	3,658	145,600	415405	Milwaukie IGA	15,000	15,000	15,000
20	-	-	100,000	415410	Estacada IGA	-	-	-



**City of Happy Valley
Fiscal Year 2008 - 2009 Budget**


**BUILDING DEPARTMENT FUND
*Revenue***

Line

- 21. Erosion Control Admin. Fee:** \$25 of each erosion control permit is retained to cover administration.
- 22. Abandonment Fee:** Permit to end use or abandon a septic tank or sewer lead.
- 23. Metro Construction Excise Tax:** The Construction Excise Tax collected by the City is remitted to Metro for planning of expansion areas and is accounted for in a liability account because it is not City revenue. The City retains 5% of the collected amount for administrative costs and that amount is budgeted in this account.
- 24. North Clackamas School District Construction Excise Tax:** The Construction Excise Tax collected by the City is remitted to the North Clackamas School District. The City retains 3% of the collected amount for administrative costs and that amount is budgeted in this account. The remaining 97% is accounted for in a liability account because it is not City revenue.
- 25. Miscellaneous Permits:** Other required permits, such as change of use certificates of occupancy.
- 26. 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					BUDGET FOR NEXT YEAR 2008 - 2009			
Actual		Adopted Budget	Account No.		RESOURCES	Proposed By	Approved by	Adopted By
Preceding Year 05 - 06	Preceding Year 06 - 07	This Year 07 - 08				Budget Officer	Budget Comm.	Governing Body
21	-	-	25,000	415450	Erosion Control Admin. Fee	5,625	5,625	5,625
22	510	660	3,000	415451	Abandonment Fee	1,500	1,500	1,500
23	-	74,785	20,000	415550	Metro Construction Excise Tax	5,136	5,136	5,136
24	-	-	-	415560	NCSD Construction Excise Tax	26,273	26,273	26,273
25	2,648	2,405	-	415500	Misc. Permits	-	-	-
26	2,249	17,660	-	440000	Sundry Income	-	-	-
27								
28								
29								
30	3,466,153	2,645,804	4,761,100		Total Resources	1,474,684	1,474,684	1,474,684
31								
32								
33								
34								
35								
36								
37								
38								
39								



**City of Happy Valley
Fiscal Year 2008 - 2009 Budget**

**BUILDING DEPARTMENT FUND
*Expenditures***


MATERIALS AND SERVICES:

Line

- 29. Office Supplies:** Included are general office supplies including specialized forms.
- 30. Equipment – under \$5,000:** Small tools, printers, and furniture under \$5,000 per item. Computer equipment is now being accounted for in the Reserve for Replacement Fund.
- 31. Travel:** Travel expenses associated with City business including the cost of meals, lodging, and mileage when use of personal vehicles is required.
- 32. Training:** Training to retain licensing and certifications according to state laws and regulations. Training necessary for staff to better perform their various functions.
- 33. Membership & Dues:** Annual membership dues to professional organizations.
- 34. Utilities:** Utilities are allocated based on actual or estimated use based on use of space and/or number of employees. Utilities charged to Building Fund include gas, electricity, phone, garbage, and water.
- 35. Vehicle Operation & Maintenance:** Costs related to fuel and supplies for vehicles.
- 36. Publications:** Cost of legal and other official notices.
- 37. Subscriptions and Code Books:** Professional subscriptions and books.
- 38. Postage:** Cost for mailing correspondence such as notices and announcements.
- 39. Insurance:** Insurance costs are allocated based on the use of space and use of vehicles. Costs are anticipated to increase 15% over the prior year. Insurance costs are pooled through the League of Oregon Cities.
- 40. Repairs and Maintenance:** Share of contracted janitorial as well as equipment repair (not vehicles) and computer software and hardware maintenance.
- 41. Public Outreach:** Information to public on permit and inspection procedures.

EXPENDITURE DETAIL
Building Department Fund

CITY OF
HAPPY VALLEY

HISTORICAL DATA						BUDGET FOR NEXT YEAR 2008 - 2009		
Actual		Adopted Budget	Account No	EXPENDITURE DESCRIPTION		Proposed By Budget Officer	Approved by Budget Comm.	Adopted By Governing Body
Preceding Year 05 - 06	Preceding Year 06 - 07	This Year 07 - 08						
1			003-005-					
2					Personnel			
3	10,830	10,565	11,500	500050	City Manager	12,600	12,600	12,600
4	142,208	99,771	116,500	500051	Senior Staff	113,900	113,900	113,900
5	-	-	10,300	500054	Planning/Eng	15,900	15,900	15,900
6	171	-	-	500059	Public Works	-	-	-
7	253,551	223,305	674,400	500060	Building Inspect/ Plan Exam	283,400	283,400	283,400
8	-	-	151,300	500056	Permit Staff	89,200	89,200	89,200
9	-	-	18,200	500053	Community Services Officer	21,400	21,400	21,400
10	127,712	109,983	23,900	500063	Admin/Support	5,900	5,900	5,900
11	3,720	535	20,000	500100	Overtime	5,000	5,000	5,000
12								
13	538,192	444,159	1,026,100		Total Personnel	547,300	547,300	547,300
14								
15	40,869	33,868	77,000	504700	Employer FICA	41,500	41,500	41,500
16	91,117	75,010	207,100	504800	Health Insurance	112,600	112,600	112,600
17	11,043	9,346	19,600	504801	Dental Insurance	12,700	12,700	12,700
18	371	372	1,000	504802	Life Insurance	400	400	400
19	1,377	1,229	3,000	504803	Disability Insurance	1,500	1,500	1,500
20	2,945	3,177	9,900	504900	Worker's Compensation	6,400	6,400	6,400
21	72,599	64,965	192,000	505000	Retirement Plan	103,500	103,500	103,500
22	3,211	2,418	6,300	506000	Tri-Met Excise Tax	3,600	3,600	3,600
23								
24	223,532	190,385	515,900		Total Employee Benefits	282,200	282,200	282,200
25								
26	761,724	634,544	1,542,000		Total Personal Services	829,500	829,500	829,500
27								
28					Materials and Services			
29	13,828	7,322	35,000	600100	Office Supplies	8,500	8,500	8,500
30	-	-	225,000	600190	Equipment - under \$5,000	20,000	20,000	20,000
31	1,032	468	10,000	600200	Travel	5,500	5,500	5,500
32	17,329	11,884	28,000	600201	Training	15,000	15,000	15,000
33	434	815	5,700	600300	Membership and Dues	1,000	1,000	1,000
34	11,136	9,849	30,000	600400	Utilities	22,500	22,500	22,500
35	6,269	9,047	24,000	601500	Vehicle Operation & Maint.	13,000	13,000	13,000
36	261	-	2,500	602000	Publications	-	-	-
37	1,724	4,176	7,500	602010	Subscriptions & Code Books	5,500	5,500	5,500
38	500	-	1,500	602100	Postage	500	500	500
39	361	-	15,000	602200	Insurance	9,000	9,000	9,000
40	12,592	2,935	20,000	602300	Repairs & Maintenance	10,250	10,250	10,250
41	2,600	6,236	25,000	602750	Public Outreach	5,000	5,000	5,000



City of Happy Valley Fiscal Year 2008 - 2009 Budget

BUILDING DEPARTMENT FUND *Expenditures*

MATERIALS AND SERVICES:

Line

- 42. **Legal:** Attorney fees for contract creation and review, legal interpretation and representation.
- 43. **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.
- 44-46. **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.
- 47. **Milwaukie IGA:** Cost of services provided to the City of Happy Valley.
- 48. **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.
- 49. **State Surcharge Fees:** Shown for historical purposes only.
- 50. **Construction Excise Tax Paid:** Shown for historical purposes only.
- 51. **Municipal Lease:** Lease of modular unit to house a portion or all of the building department personnel. The modular should only be required for half the year but this line item also includes the cost of removal.
- 52. **Copier Lease:** Monthly rental for the photocopier
- 53. **Contract Software Services:** Cost for software, programming, system upgrades, tracking and storage for building permits.
- 54. **Software:** Purchase of software for Building Department staff.
- 55. **Contract - Engineering Services:** To provide professional expertise on an as needed basis concerning grading, fills, lot stability, water problems and heating problems commonly found in Happy Valley.

CAPITAL OUTLAY:

- 60. **Vehicles:** Purchases will be accounted for in the Capital Replacement Fund.
- 61. **Equipment – over \$5,000:** Purchases will be accounted for in the Capital Replacement Fund.
- 62. **Facility Improvements:** Shown for historical purposes only.

TRANSFERS:


- 67. **New City Hall Fund:** Transfer to pay estimated share of cost of New City Hall building.
- 68. **Reserve for Replacement Fund:** Transfer to accumulate funds to pay for capital items per the replacement list.
- 69. **Debt Service Fund:** Transfer to pay portion of principal and interest on debt.

OTHER:

- 73. **Contingency:** Account set aside to meet unforeseen circumstances.

EXPENDITURE DETAIL
Building Department Fund

CITY OF
HAPPY VALLEY

HISTORICAL DATA					EXPENDITURE DESCRIPTION	BUDGET FOR NEXT YEAR 2008 - 2009		
Actual		Adopted Budget This Year 07 - 08	Account No			Proposed By Budget Officer	Approved by Budget Comm.	Adopted By Governing Body
Preceding Year 05 - 06	Preceding Year 06 - 07							
42	153	850	20,000	603100	Legal	7,500	7,500	7,500
43	1,731	1,523	12,500	603210	Contracted Payroll Service	1,800	1,800	1,800
44	-	-	600,000	603450	Contract-Plan Checks	5,000	5,000	5,000
45	-	-	125,000	603500	Contract-Plumbing Inspections	5,000	5,000	5,000
46	-	-	525,000	603550	Contract Inspections	5,000	5,000	5,000
47	-	-	20,000	603560	Milwaukie IGA	10,000	10,000	10,000
48	196,741	67,812	-	603650	Electrical Program	-	-	-
49	115,168	54,032	-	603675	State Surcharge Fees Paid	-	-	-
50	-	71,282	-	603700	Construction Excise Tax Paid	-	-	-
51	13,380	10,416	16,000	603800	Municipal Lease	5,600	5,600	5,600
52	-	4,892	5,500	603850	Copier Lease	5,500	5,500	5,500
53	3,873	-	15,000	603900	Contract-Software Services	5,000	5,000	5,000
54	4,065	1,067	30,000	603901	Software	10,000	10,000	10,000
55	-	-	25,000	603950	Contract-Engineering Services	10,000	10,000	10,000
56								
57	403,177	264,606	1,823,200		Total Materials and Services	186,150	186,150	186,150
58								
59					Capital Outlay			
60	77,009	19,945	110,000	700200	Vehicles	-	-	-
61	39,537	2,361	25,000	700300	Equipment - over \$5,000	-	-	-
62	-	5,542	-	700500	Facility Improvements	-	-	-
63								
64	116,546	27,848	135,000		Total Capital Outlay	-	-	-
65								
66					Transfers			
67	870,000	870,000	870,000	800125	To New City Hall Fund	-	-	-
68	-	-	-		To Reserve for Replacement Fund	102,167	102,167	102,167
69	-	-	-		To Debt Service	78,000	78,000	78,000
70								
71	870,000	870,000	870,000		Total Transfers	180,167	180,167	180,167
72								
73	-	-	390,900	880000	Contingency	278,867	278,867	278,867
74								
75	2,151,447	1,796,998	4,761,100		Total Requirements	1,474,684	1,474,684	1,474,684



**City of Happy Valley
Fiscal Year 2008 – 2009 Budget**

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**City of Happy Valley
Fiscal Year 2008 - 2009 Budget**

SYSTEMS DEVELOPMENT CHARGES FUND



City of Happy Valley Fiscal Year 2008 - 2009 Budget

SYSTEMS DEVELOPMENT CHARGES FUND

Manager: Jason Tuck

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 consists of Storm Drainage systems development charges as per the City's adopted capital improvement plan and interest earned on remaining balances of Transportation, Storm Drainage and Parks systems development charges systems development charges collected in prior years.

Expenditures are as allowed by the City's capital improvement plan adopted according to state law.

Storm Drainage SDCs

- The Storm Drainage SDCs will be used to complete projects from the City's CIP list which include the following: Mt. Scott Blvd & King Road, Idelman Road, General Storm Drainage Improvements (King Road Subsurface Drainage, Ridgecrest Road, 147th Ave. Cul-De-Sac, 129th Ave. Culvert).

Transportation SDCs

- All transportation SDCs collected after January 11, 2002, would be transferred to Clackamas County per the joint Transportation SDC agreement. The intergovernmental agreement (IGA) states Clackamas County would be the administrator and provide an accounting for the Joint Transportation SDC funds.
- Transportation SDCs are no longer recognized as revenue by the City and therefore are not budgeted. They are receipted into and paid out of a liability account in the SDC Fund.
- On February 19, 2002 City Council adopted Resolution 02-09 to revise the capital improvement project list for the Transportation SDC funds remaining under the City's control. On February 17, 2004, this resolution was amended by Resolution 04-02.

Park SDCs

- City Council adopted Resolution 04-32 December 28, 2004 to revise the Park SDCs.
- November 1, 2005 City Council adopted Resolution 05-28 to annex into the North Clackamas Parks and Recreation District (NCPRD). Per the IGA, Park SDCs collected after July 1, 2006, would be transferred to NCPRD to be used for Capital Projects. The IGA states NCPRD will be the administrator and will provide an accounting for the Parks SDC funds.
- Parks SDCs are no longer recognized as revenue by the City and are therefore not budgeted. They are receipted into and paid out of a liability account in the SDC Fund.
- The City retains control of any Park SDC funds collected prior to July 1, 2006.

BUDGET SUMMARY:

BUDGET SUMMARY:

Historical Data			Description	Budget For Next Year 2008 - 2009		
Actual		Adopted Budget This Year 07 - 08		Proposed	Approved	Adopted
Preceding Year 05 - 06	Preceding Year 06 - 07					
62,080	872,064	3,360,000	Capital Outlay	1,440,000	1,440,000	1,440,000
62,080	872,064	3,360,000	Total	1,440,000	1,440,000	1,440,000



**City of Happy Valley
Fiscal Year 2008 - 2009 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 and in other investments provided by Wells Fargo Brokerage Services.

System Development Fees (SDC)

5. **SDC – Storm Drainage:** System development charges collected on building permits or on subdivisions to fund the City's capital improvement plan for storm drainage.
6. **SDC – Parks:** This revenue is now collected in a liability account and remitted to North Clackamas Park and Recreation District to fund projects on the joint capital improvement plan for parks.

RESOURCES
SDC Fund

CITY OF
HAPPY VALLEY

HISTORICAL DATA				Account No.	 RESOURCES	BUDGET FOR NEXT YEAR 2008 - 2009		
Actual		Adopted Budget This Year 07 - 08	Proposed By Budget Officer			Approved by Budget Comm.	Adopted By Governing Body	
Preceding Year 05 - 06	Preceding Year 06 - 07							
1				005-000-				
2	2,046,702	4,162,534	3,110,000	401000	Beginning Working Capital	1,290,000	1,290,000	1,290,000
3	119,746	214,450	150,000	403000	Interest Income	50,000	50,000	50,000
4					System Development Fees:			
5	133,837	63,295	100,000	404002	SDC - Storm Drainage	100,000	100,000	100,000
6	1,924,329	16,888	-	404003	SDC - Parks	-	-	-
7								
8	4,224,614	4,457,167	3,360,000		Total Resources	1,440,000	1,440,000	1,440,000
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City of Happy Valley
Fiscal Year 2008 - 2009 Budget
SYSTEMS DEVELOPMENT CHARGES FUND
Expenditures


CAPITAL OUTLAY:

Line

- 4. Planned projects for Transportation**
City Road projects on the intermediate and long term capital improvement plan list.
- 5. Planned projects for Storm Drainage**
Typical projects include the removal of existing roadside drainage ways with the installation of underground drainage systems including inlets and manhole structures.
- 6. Planned projects for Parks**
Projects to be determined.

**EXPENDITURE DETAIL
SDC Fund**

**CITY OF
HAPPY VALLEY**

HISTORICAL DATA					BUDGET FOR NEXT YEAR 2008 - 2009			
Actual		Adopted Budget	Account No.		EXPENDITURE DESCRIPTION	Proposed By Budget Officer	Approved by Budget Comm.	Adopted By Governing Body
Preceding Year 05 - 06	Preceding Year 06 - 07	This Year 07 - 08						
1			005-440-					
2								
3					Capital Outlay			
4	20,515	15,541	160,000	701100	System Development Projects: SDC Projects - Transportation	170,000	170,000	170,000
5	-	250	100,000	701200	SDC Projects - Storm Drainage	686,000	686,000	686,000
6	41,565	832,833	3,100,000	701300	SDC Projects - Parks	584,000	584,000	584,000
7								
8	62,080	848,624	3,360,000		Total Capital Outlay	1,440,000	1,440,000	1,440,000
9								
10	62,080	848,624	3,360,000		Total Requirements	1,440,000	1,440,000	1,440,000
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**City of Happy Valley
Fiscal Year 2008 – 2009 Budget**

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**City of Happy Valley
Fiscal Year 2008 - 2009 Budget**

ROAD CONSTRUCTION AND IMPROVEMENT FUND



City of Happy Valley Fiscal Year 2008 - 2009 Budget

ROAD CONSTRUCTION AND IMPROVEMENT FUND

Manager: Chris Randall

- Revenue is from collections from other entities or transfers from the General Fund for road construction or maintenance. Beginning in 2004-05, revenue also includes the 1.5% privilege tax collected by Portland General Electric reserved for construction of bicycle and pedestrian pathways.
- Expenditures in this fund are planned bicycle and pedestrian pathways, road construction and repairs, and other street improvements.
- The City submitted a grant to ODOT for completing street, bicycle and pedestrian improvements for SE King Road.

BUDGET SUMMARY:

Historical Data			Description	Budget For Next Year 2008 - 2009		
Actual		Adopted Budget This Year 07 - 08		Proposed	Approved	Adopted
Preceding Year 05 - 06	Preceding Year 06 - 07					
-	-	30,800	Personal Services	29,200	29,200	29,200
7,496	-	100,000	Material and Services	10,000	10,000	10,000
23,661	540	581,950	Capital Outlay	1,301,270	535,270	535,270
31,157	540	712,750	Total	1,340,470	574,470	574,470



**City of Happy Valley
Fiscal Year 2008 - 2009 Budget**


**ROAD CONSTRUCTION AND 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 and in other investments provided by Wells Fargo Brokerage Services.
4. **Franchise Fee - Electric:** 1.5% Privilege Tax collected for the construction of sidewalks.
5. **Cooperative Projects:** Funds collected from other agencies for road construction and repairs.
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:** In prior years the 1.5% Privilege Tax was collected in the General Fund and transferred to this fund. Shown for historical purposes only.

RESOURCES
Road Construction and Improvement Fund

CITY OF
HAPPY VALLEY

HISTORICAL DATA				Account No.	 RESOURCES	BUDGET FOR NEXT YEAR 2008 - 2009		
Actual		Adopted Budget This Year 07 - 08	Proposed By Budget Officer			Approved by Budget Comm.	Adopted By Governing Body	
Preceding Year 05 - 06	Preceding Year 06 - 07							
1			021-000-					
2	286,862	341,935	390,000	401000	Beginning Working Capital	475,000	475,000	475,000
3	10,703	17,719	11,000	403000	Interest Income	20,000	20,000	20,000
4	-	-	57,750	410000	Franchise Fees - Electric	79,470	79,470	79,470
5	30,000	-	100,000	418000	Cooperative Projects	-	-	-
6	-	-	154,000	431100	Grants	766,000	-	-
7	-	55,078	-	490000	Transfers	-	-	-
8								
9	327,565	414,732	712,750		Total Resources	1,340,470	574,470	574,470
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**City of Happy Valley
Fiscal Year 2008 - 2009 Budget**

**ROAD CONSTRUCTION AND IMPROVEMENT FUND
*Expenditures***

MATERIALS AND SERVICES:

Line

23. Contract Engineering: Transportation engineering and planning.


CAPITAL OUTLAY:

28. Bicycle and Pedestrian Pathways: Construction of bicycle and pedestrian pathways, based upon grant funding.

29. Road Construction and Repairs: Construction or substantial repair of new streets and roads within the City.

EXPENDITURE DETAIL
Road Construction and Improvement Fund

CITY OF
HAPPY VALLEY

	HISTORICAL DATA			Account No		BUDGET FOR NEXT YEAR 2008 - 2009		
	Actual		Adopted Budget			Proposed By	Approved by	Adopted By
	Preceding Year	Preceding Year	This Year 07 -			Budget Officer	Budget Comm.	Governing Body
	05 - 06	06 - 07	08		EXPENDITURE DESCRIPTION			
1				021-008-				
2					Personnel			
3	-	-	12,200	500051	Senior Staff	9,400	9,400	9,400
4	-	-	-	500054	Planning/Eng	10,400	10,400	10,400
5	-	-	9,600	500059	Public Works	-	-	-
6								
7	-	-	21,800		Total Personnel	19,800	19,800	19,800
8								
9	-	-	1,700	504700	Employer FICA	1,600	1,600	1,600
10	-	-	3,300	504800	Health Insurance	3,100	3,100	3,100
11	-	-	400	504801	Dental Insurance	400	400	400
12	-	-	100	504802	Life Insurance	100	100	100
13	-	-	100	504803	Disability Insurance	100	100	100
14	-	-	100	504900	Worker's Compensation	100	100	100
15	-	-	3,100	505000	Retirement Plan	3,800	3,800	3,800
16	-	-	200	506000	Tri-Met Excise Tax	200	200	200
17								
18	-	-	9,000		Total Employee Benefits	9,400	9,400	9,400
19								
20	-	-	30,800		Total Personal Services	29,200	29,200	29,200
21								
22					Materials and Services			
23	7,496	-	100,000	603700	Contract Engineering	10,000	10,000	10,000
24								
25	7,496	-	100,000		Total Materials and Services	10,000	10,000	10,000
26								
27					Capital Outlay			
28	-	-	100,000	700227	Bicycle & Ped Pathways	535,270	535,270	535,270
29	23,661	540	481,950	700250	Road Construction	766,000	-	-
30								
31	23,661	540	581,950		Total Capital Outlay	1,301,270	535,270	535,270
32								
33	31,157	540	712,750		Total Requirements	1,340,470	574,470	574,470
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**City of Happy Valley
Fiscal Year 2008 – 2009 Budget**

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**City of Happy Valley
Fiscal Year 2008 - 2009 Budget**

PUBLIC SAFETY FUND



City of Happy Valley Fiscal Year 2008 - 2009 Budget

PUBLIC SAFETY FUND

Manager: Steve Campbell

The purpose of the Public Safety Fund is to provide public safety services to citizens at the level promised when the four-year Local Option Levy was passed in 2006 by the voters of Happy Valley.

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

BUDGET SUMMARY:

Historical Data			Description	Budget For Next Year 2007 - 2008		
Actual		Adopted Budget This Year 07 - 08		Proposed	Approved	Adopted
Preceding Year 05 - 06	Preceding Year 06 - 07					
-	-	45,900	Personal Services	75,500	75,500	75,500
836,723	1,060,031	2,360,500	Material and Services	2,431,500	2,431,500	2,431,500
-	-	-	Capital Outlay	100,000	100,000	100,000
-	-	866,600	Contingency	850,000	850,000	850,000
836,723	1,060,031	3,273,000	Total	3,457,000	3,457,000	3,457,000



City of Happy Valley
Fiscal Year 2008 - 2009 Budget


PUBLIC SAFETY FUND
Revenue

Line

2. **Working Capital:** Funds available but not spent during the previous fiscal year.
3. **Uncollected Previous Year 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 and in other investments provided by Wells Fargo Brokerage Services.
5. **Current Year Taxes - Levy:** In November 2006, 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. Funds are now receipted in the Public Safety Fund for a clear accounting to the voters.
6. **Transfers:** In prior years the Public Safety Local Option Levy Property Tax was collected in the General Fund and transferred to this fund. Shown for historical purposes only.

RESOURCES
Public Safety Fund

CITY OF
HAPPY VALLEY

HISTORICAL DATA					RESOURCES	BUDGET FOR NEXT YEAR 2008 - 2009		
Actual		Adopted Budget	Account No.			Proposed By Budget Officer	Approved by Budget Comm.	Adopted By Governing Body
Preceding Year 05 - 06	Preceding Year 06 - 07	This Year 07 - 08						
1				022-000-				
2	490,607	801,900	1,630,000	401000	Beginning Working Capital	1,546,000	1,546,000	1,546,000
3	-	-	-	402000	Uncollected Prev. Yr. Taxes	12,000	12,000	12,000
4	24,657	54,809	40,000	403000	Interest Income	60,000	60,000	60,000
5	-	1,463,120	1,603,000	499998	Current Year Taxes - Levy	1,839,000	1,839,000	1,839,000
6	1,123,340		-	490000	Transfers	-	-	-
7								
8	1,638,604	2,319,829	3,273,000		Total Resources	3,457,000	3,457,000	3,457,000
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City of Happy Valley Fiscal Year 2008 - 2009 Budget

PUBLIC SAFETY FUND *Expenditures*

MATERIALS AND SERVICES:

Line

- 24. **Equipment – under \$5,000:** Equipment associated with providing full time police protection for the City.
- 25. **Utilities:** Costs for utilities at facility provided for Sheriff Personnel.
- 26. **Vehicle Operation & Maintenance:** Costs related to vehicle operation and maintenance of Clackamas county Sheriff vehicles.
- 27. **Repairs & Maintenance:** Costs associated with the upkeep of the facility used by Sheriff Personnel.
- 28. **Emergency Events:** Costs for unexpected and unanticipated events which are beyond the scope of the current contract.
- 29. **Contracted Software Services:** Maintenance costs for e-ticketing software.
- 30. **Contract Police Protection and Contract Public Safety Services:** Contract with Clackamas County Sheriff for full time police protection. Contract with services providing public safety in the City that is not covered in the Inter-agency Agreement with Clackamas County.

CAPITAL OUTLAY:


- 35. **Leasehold Improvements:** Leasehold Improvements, also known as tenant improvements (TI), are customized alterations to a building in order to configure the space for the needs of that particular tenant. These include changes to walls, floors, ceilings, and lighting, among others.

OTHER:

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

**EXPENDITURE DETAIL
Public Safety Fund**

**CITY OF
HAPPY VALLEY**

HISTORICAL DATA					BUDGET FOR NEXT YEAR 2008 - 2009			
Actual		Adopted Budget	Account No.		EXPENDITURE DESCRIPTION	Proposed By Budget Officer	Approved by Budget Comm.	Adopted By Governing Body
Preceding Year 05 - 06	Preceding Year 06 - 07	This Year 07 - 08						
1			022-004-					
2					Personnel			
3	-	-	11,500	500050	City Manager	12,600	12,600	12,600
4	-	-	21,400	500051	Senior Staff	27,700	27,700	27,700
5	-	-	-	500053	Community Services Officer	8,600	8,600	8,600
6	-	-	-	500063	Admin/Support	1,900	1,900	1,900
7								
8	-	-	32,900		Total Personnel	50,800	50,800	50,800
9								
10	-	-	2,600	504700	Employer FICA	3,900	3,900	3,900
11	-	-	4,400	504800	Health Insurance	8,700	8,700	8,700
12	-	-	500	504801	Dental Insurance	1,000	1,000	1,000
13	-	-	100	504802	Life Insurance	100	100	100
14	-	-	100	504803	Disability Insurance	200	200	200
15	-	-	300	504900	Worker's Compensation	700	700	700
16	-	-	4,700	505000	Retirement Plan	9,700	9,700	9,700
17	-	-	300	506000	Tri-Met Excise Tax	400	400	400
18								
19	-	-	13,000		Total Employee Benefits	24,700	24,700	24,700
20								
21	-	-	45,900		Total Personal Services	75,500	75,500	75,500
22								
23					Materials and Services			
24	-	-	50,000	600190	Equipment - under \$5,000	50,000	50,000	50,000
25	-	1,470	500	600400	Utilities	2,500	2,500	2,500
26	-	-	5,000	601500	Vehicle Operation & Maint.	5,000	5,000	5,000
27	-	420	-	602300	Repairs & Maintenance	1,100	1,100	1,100
28	-	-	-		Emergency Events	131,000	131,000	131,000
29	-	-	5,000	603900	Contracted Software Services	10,000	10,000	10,000
30	836,723	1,058,141	2,300,000	604900	Contract Police Services	2,231,900	2,231,900	2,231,900
31								
32	836,723	1,060,031	2,360,500		Total Materials and Services	2,431,500	2,431,500	2,431,500
33								
34					Capital Outlay			
35	-	-	-		Leasehold Improvements	100,000	100,000	100,000
36								
37					Total Capital Outlay	100,000	100,000	100,000
38								
39	-	-	866,600	880000	Contingency	850,000	850,000	850,000
40								
41	836,723	1,060,031	3,273,000		Total Requirements	3,457,000	3,457,000	3,457,000
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**City of Happy Valley
Fiscal Year 2008 - 2009 Budget**

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**City of Happy Valley
Fiscal Year 2008 - 2009 Budget**

PENSION RESERVE FUND



CITY OF HAPPY VALLEY

Fiscal Year 2008 - 2009 Budget

PENSION RESERVE FUND

This reserve fund was created to set aside funds to offset the volatility of the Public Employee's Retirement System (PERS) employer rates charged to the City. A transfer from the General Fund was the original revenue with subsequent interest allocated on the fund balance. Expenditures were a portion of the City's PERS obligation.

Since the PERS rates have stabilized the decision was made to discontinue the use of this fund. In the 2007-08 budget year the fund balance was transferred to the General Fund.

BUDGET SUMMARY:

Historical Data			Description	Budget For Next Year 2008 - 2009		
Actual		Adopted Budget This Year 07 - 08		Proposed	Approved	Adopted
Preceding Year 05 - 06	Preceding Year 06 - 07					
-	60,453	-	Material and Services	-	-	-
-	-	294,500	Transfers	-	-	-
-	60,453	294,500	Total	-	-	-

REVENUE AND EXPENDITURES:

HISTORICAL DATA			Account No.		BUDGET FOR NEXT YEAR 2008 - 2009		
Actual		Adopted Budget			Proposed By Budget Officer	Approved by Budget Comm.	Adopted By Governing Body
Preceding Year 05-06	Preceding Year 06-07	This Year 07-08					
Shown for historical purposes only.				<u>RESOURCES</u>			
			023-000-				
352,681	329,537	287,000	401000	Beginning Working Capital	-	-	-
11,823	14,741	7,500	403000	Interest Income	-	-	-
-	-	-	490000	Transfers	-	-	-
364,504	344,278	294,500		Total Resources	-	-	-
Shown for historical purposes only.				<u>EXPENDITURES</u>			
			023-002-				
				Personal Services			
35,067	59209	-	505000	Retirement Plan	-	-	-
35,067	59,209	-		Total Personal Services	-	-	-
				Transfers			
-	-	294,500	800123	To General Fund	-	-	-
-	-	294,500		Total Transfers	-	-	-
35,067	59,209	294,500		Total Requirements	-	-	-



**City of Happy Valley
Fiscal Year 2008 - 2009 Budget**

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City of Happy Valley
Fiscal Year 2008 - 2009 Budget

FUTURE EXPANSION RESERVE FUND



CITY OF HAPPY VALLEY

Fiscal Year 2008 - 2009 Budget

FUTURE EXPANSION RESERVE FUND

This reserve fund was created in 2002-03 to separately account for costs associated with the future expansion of the City. Since future expansion became a large part of the City's workload, it was decided to transfer the balance in this fund to the General Fund and budget the expenditures along with the regular operations.

The fund balance was transferred to the General Fund during the 2005-06 budget year.

BUDGET SUMMARY:

Historical Data			Description	Budget For Next Year 2008 - 2009		
Actual		Adopted Budget This Year 07 - 08		Proposed	Approved	Adopted
Preceding Year 05 - 06	Preceding Year 06 - 07					
229,617	-					
229,617	-	-	Total	-	-	-

REVENUE AND EXPENDITURES:

HISTORICAL DATA			Account No.		BUDGET FOR NEXT YEAR 2008 - 2009		
Actual		Adopted Budget This Year 07-08			Proposed By Budget Officer	Approved by Budget Comm.	Adopted By Governing Body
Preceding Year 05-06	Preceding Year 06-07						
Shown for historical purposes only.				<u>RESOURCES</u>			
229,617	-	-	024-000-401000	Beginning Working Capital	-	-	-
229,617	-	-		Total Resources	-	-	-
Shown for historical purposes only.				<u>EXPENDITURES</u>			
			024-006-				
				Transfers			
229,617	-	-	800123	To General Fund	-	-	-
229,617	-	-		Total Transfers	-	-	-
229,617	-	-		Total Requirements	-	-	-



**City of Happy Valley
Fiscal Year 2008 - 2009 Budget**

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**City of Happy Valley
Fiscal Year 2008 - 2009 Budget**

RESERVE FOR NEW CITY HALL FUND



City of Happy Valley Fiscal Year 2008 - 2009 Budget

RESERVE FOR NEW CITY HALL FUND

Manager: Jason Tuck

- Created in 2005-06 to accumulate funds for construction of a new City Hall. This would allow the City to purchase land and begin design of the building prior to the issuance of the bonds. These funds will eventually be used for items not considered construction of the building such as furniture, fixtures, and equipment and for those items beyond the amount of the bond issuance.
- Revenue in this fund was transfers from the General Fund and the Building Department Fund as well as interest allocated based on fund balance.
- Expenditures in this fund are all costs associated with the construction of the new City Hall building.

BUDGET SUMMARY:

Historical Data			Description	Budget For Next Year 2008 - 2009		
Actual		Adopted		Proposed	Approved	Adopted
Preceding Year 05 - 06	Preceding Year 06 - 07	Budget This Year 07 - 08				
-	-	1,000,000	Materials and Services	500,000	500,000	500,000
2,426,615	441,708	13,791,000	Capital Outlay	5,575,000	5,575,000	5,575,000
2,426,615	441,708	14,791,000	Total	6,075,000	6,075,000	6,075,000



**City of Happy Valley
Fiscal Year 2008 - 2009 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:** Allocation based on fund balance of interest earned from the investments in the Local Government Investment Pool and investments provided by Wells Fargo Brokerage Services.
- 6. Transfers:** Transfer of funds from the General Fund and the Building Department Fund. Shown for historical purposes.
- 8. Bond Proceeds:** Proceeds from bonds sold for construction of the new City Hall building. Fund. Shown for historical purposes.

RESOURCES
Reserve for New City Hall Fund

**CITY OF
HAPPY VALLEY**

	HISTORICAL DATA			Account No.	 RESOURCES	BUDGET FOR NEXT YEAR 2008 - 2009		
	Actual Preceding Year 05 - 06	Actual Preceding Year 06 - 07	Adopted Budget This Year 07 - 08			Proposed By Budget Officer	Approved by Budget Comm.	Adopted By Governing Body
1				025-000-				
2	-	475,951	2,500,000	401000	Beginning Working Capital	6,000,000	6,000,000	6,000,000
3	32,566	91,593	55,000	403000	Interest Income	75,000	75,000	75,000
4								
5								
6	2,870,000	2,870,000	2,236,000	490000	Transfers	-	-	-
7								
8	-	-	10,000,000	900000	Bond Proceeds	-	-	-
9								
10								
11	2,902,566	3,437,544	14,791,000		Total Resources	6,075,000	6,075,000	6,075,000
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City of Happy Valley
Fiscal Year 2008 - 2009 Budget

RESERVE FOR NEW CITY HALL FUND
Expenditures

MATERIALS AND SERVICES:

Line


3. **Equipment – under \$5,000:** Furniture, fixtures and equipment for the new City Hall where each item costs less than \$5,000.

CAPITAL OUTLAY:

Line

8. **City Hall:** Cost associated with the building of a new City Hall.
9. **Equipment – over \$5,000:** Furniture, fixtures and equipment for the new City Hall where each item costs over \$5,000.
10. **Land/Land Improvements:** Purchase site for new City Hall building. Shown for historical purposes.

CITY OF
HAPPY VALLEY

HISTORICAL DATA						BUDGET FOR NEXT YEAR 2008 - 2009		
Actual		Adopted Budget This Year 07 - 08	Account No.	EXPENDITURE DESCRIPTION		Proposed By Budget Officer	Approved by Budget Comm.	Adopted By Governing Body
Preceding Year 05 - 06	Preceding Year 06 - 07							
1				025-002-				
2					Materials and Services			
3	-	-	1,000,000	600190	Equipment - under \$5,000	500,000	500,000	500,000
4								
5	-	-	1,000,000		Total Materials and Services	500,000	500,000	500,000
6								
7					Capital Outlay			
8	2,426,615	441708	10,791,000	700100	City Hall	5,575,000	5,575,000	5,575,000
9	-	0	1,000,000	700300	Equipment - over \$5,000	-	-	-
10	-	0	2,000,000	700600	Land/Land Improvements	-	-	-
11								
12	2,426,615	441,708	13,791,000		Total Capital Outlay	5,575,000	5,575,000	5,575,000
13								
14								
15								
16	2,426,615	441,708	14,791,000		Total Requirements	6,075,000	6,075,000	6,075,000
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**City of Happy Valley
Fiscal Year 2008 - 2009 Budget**

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**City of Happy Valley
Fiscal Year 2008 - 2009 Budget**

RESERVE FOR REPLACEMENT FUND



City of Happy Valley **Fiscal Year 2008 - 2009 Budget**

RESERVE FOR REPLACEMENT FUND

Manager: Barbara Muller

- Created to accumulate funds for replacement of vehicles, heavy equipment, and equipment per the replacement schedules
- Revenue in this fund is transferred from the General Fund, Street Maintenance Fund, and the Building Department Fund.
- Expenditures in this fund are for items listed on the replacement schedules. The schedules are reviewed periodically throughout the year and annually for the budget process. The assumptions used to create the schedules are reviewed for validity and changed if required.

BUDGET SUMMARY:

Historical Data			Description	Budget For Next Year 2008 - 2009		
Actual		Adopted Budget This Year 07 - 08		Proposed	Approved	Adopted
Preceding Year 05 - 06	Preceding Year 06 - 07					
-	-	-		Materials and Services	139,282	139,282
-	-	-	Capital Outlay	466,000	466,000	466,000
-	-	-	Contingency	286,987	286,987	286,987
-	-	-	Total	892,269	892,269	892,269



**City of Happy Valley
Fiscal Year 2008 - 2009 Budget**


**RESERVE FOR REPLACEMENT FUND
*Revenue***

Line

- 2. Transfer from General Fund:** General Fund transfer amount per replacement schedules
- 3. Transfer from Street Maintenance Fund:** Street Maintenance Fund transfer amount per replacement schedules
- 4. Transfer from Building Fund:** Building Fund transfer amount per replacement schedules

RESOURCES
Reserve for Replacement Fund

CITY OF
HAPPY VALLEY

	HISTORICAL DATA			Account No.	 RESOURCES	BUDGET FOR NEXT YEAR 2008 - 2009		
	Actual		Adopted Budget This Year 07 - 08			Proposed By Budget Officer	Approved by Budget Comm.	Adopted By Governing Body
	Preceding Year 05 - 06	Preceding Year 06 - 07						
1				026-000-				
2	-	-	-	490030	Transfer from General Fund	376,685	376,685	376,685
3	-	-	-	490020	Transfer from Street Fund	408,000	408,000	408,000
4	-	-	-	490040	Transfer from Building Fund	107,584	107,584	107,584
5								
6								
7	-	-	-		Total Resources	892,269	892,269	892,269
8								
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10								
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City of Happy Valley
Fiscal Year 2008 - 2009 Budget

RESERVE FOR REPLACEMENT FUND
Expenditures

MATERIALS AND SERVICES:

Line

3. Equipment – under \$5,000: Items per replacement schedules.

CAPITAL OUTLAY:

8. Equipment – over \$5,000: Capital items per replacement schedules.

CONTINGENCY:

13. Contingency: Reserve for future replacement of items in accordance with the replacement schedules.

CITY OF
HAPPY VALLEY

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City of Happy Valley
Fiscal Year 2008 - 2009 Budget

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City of Happy Valley
Fiscal Year 2008 - 2009 Budget

RESERVE FOR DEBT SERVICE FUND



City of Happy Valley Fiscal Year 2008 - 2009 Budget

RESERVE FOR DEBT SERVICE FUND

Manager: Barbara Muller

- Created to pay debt service payments for City of Happy Valley, Oregon Full Faith and Credit Obligations Series 2007 issued August 15, 2007.
- Revenue in this fund is transferred from the General Fund and the Building Department Fund.
- Expenditures in this fund are for principal and interest payments for City of Happy Valley, Oregon full Faith and Credit Obligations Series 2007 issued August 15, 2007.

BUDGET SUMMARY:

Historical Data			Description	Budget For Next Year 2008 - 2009		
Actual		Adopted		Proposed	Approved	Adopted
Preceding Year 05 - 06	Preceding Year 06 - 07	Budget This Year 07 - 08				
-	-	-	Debt Service	390,000	390,000	390,000
-	-	-	Total	390,000	390,000	390,000



City of Happy Valley
Fiscal Year 2008 - 2009 Budget


RESERVE FOR DEBT SERVICE FUND
Revenue

Line

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

RESOURCES
Debt Service Fund

CITY OF
HAPPY VALLEY

HISTORICAL DATA					BUDGET FOR NEXT YEAR 2008 - 2009		
Actual		Adopted Budget	Account No.		RESOURCES	Proposed By Budget Officer	Approved by Budget Comm.
Preceding Year 05 - 06	Preceding Year 06 - 07	This Year 07 - 08					
1			027-000-				
2	-	-	490030	Transfer from General Fund	312,000	312,000	312,000
3	-	-	490040	Transfer from Building Fund	78,000	78,000	78,000
4							
5							
6	-	-	-	Total Resources	390,000	390,000	390,000
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City of Happy Valley
Fiscal Year 2008 - 2009 Budget


RESERVE FOR DEBT SERVICE FUND
Expenditures

DEBT SERVICE

Line

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

CITY OF
HAPPY VALLEY

HISTORICAL DATA					BUDGET FOR NEXT YEAR 2008 - 2009		
Actual		Adopted Budget	Account No.		EXPENDITURE DESCRIPTION	Proposed By	Approved by
Preceding Year 05 - 06	Preceding Year 06 - 07	This Year 07 - 08		Budget Officer		Budget Comm.	Governing Body
1			027-002-				
2				Debt Service			
3	-	-		Principal Payment	90,000	90,000	90,000
4	-	-		Interest Payment	300,000	300,000	300,000
5							
6	-	-		Total Debt Service	390,000	390,000	390,000
7							
8							
9							
10	-	-		Total Requirements	390,000	390,000	390,000
11							
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City of Happy Valley
Fiscal Year 2008 - 2009 Budget

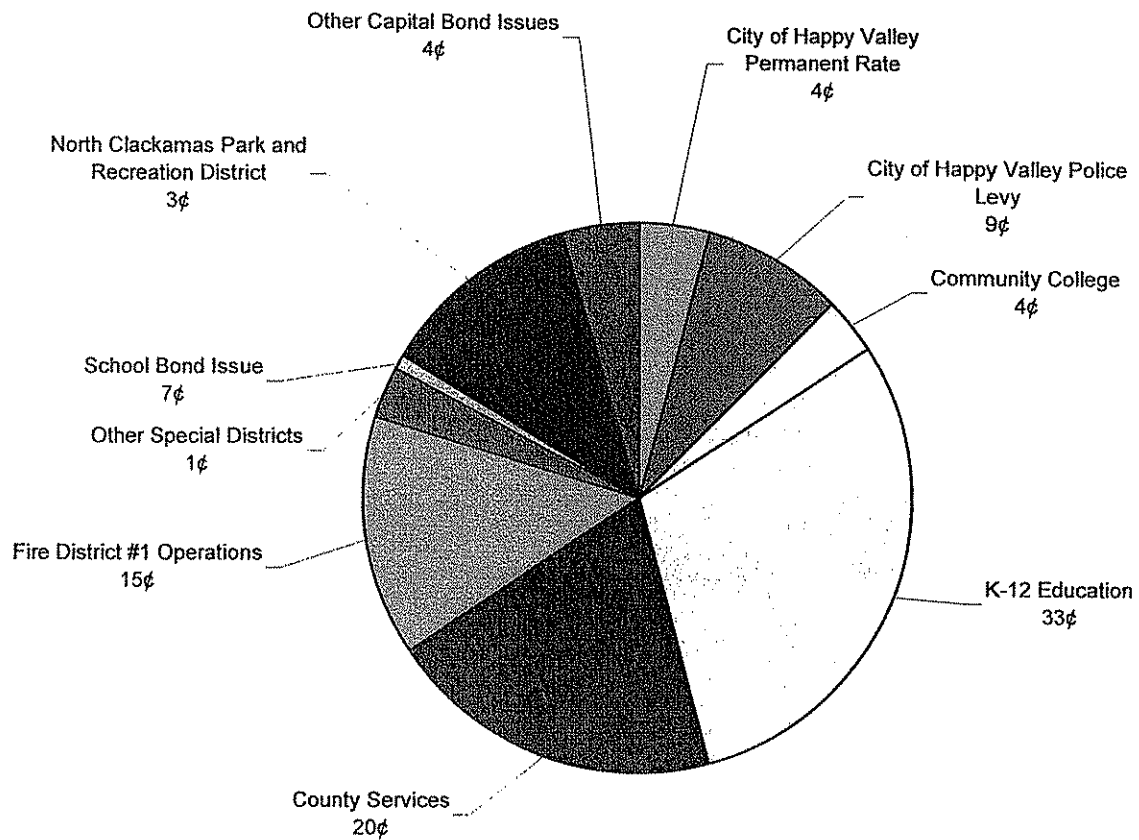
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**City of Happy Valley
Fiscal Year 2008 - 2009 Budget**

STATISTICAL SECTION

Clackamas County Property Tax Bill Where Does One Tax Dollar Go?





**City of Happy Valley
Fiscal Year 2008 - 2009 Budget**

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

Fiscal Year Ending June 30, 2006	Property Taxes	State Allocations	Franchise Fees	Building, Construction & Development	Local Revenue and Interest	Gas Tax	Other Street Fund Revenue	SDC Fees	Other SDC Fund Revenue	Total
1998	172,606	47,047	89,545	688,337	75,569	126,691	72,123	787,608	48,824	2,108,350
1999	195,123	47,227	125,401	1,001,144	74,331	143,117	678,580	256,483	36,902	2,558,308
2000	228,967	58,863	134,553	813,244	87,276	181,108	23,131	621,155	48,276	2,196,573
2001	273,536	76,794	171,160	752,157	328,176	181,256	32,832	478,890	53,447	2,348,248
2002	327,344	79,030	203,651	1,264,770	81,612	200,725	340,611	256,285	23,647	2,777,675
2003	355,863	94,046	243,509	1,235,040	848,493	218,197	20,858	326,974	19,438	3,362,418
2004	1,197,847	105,093	367,827	1,894,717	1,174,918	267,775	7,305	482,465	18,666	5,516,613
2005	1,394,371	111,440	359,109	2,386,585	461,473	312,783	12,665	1,095,635	40,091	6,174,152
2006	1,716,791	165,905	460,440	3,530,588	965,602	367,268	25,113	2,058,166	119,746	9,409,619
2007	2,176,495	379,287	581,808	2,302,382	988,049	389,193	46,059	80,183	214,450	7,157,906

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

State Allocations: Revenue 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 and 2004 also includes revenue flow through from Clackamas County for Road Improvements.

Gas Tax: Based on population.

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

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

Other SDC Revenue: Generally interest on SDC funds.



**City of Happy Valley
Fiscal Year 2008 - 2009 Budget**

**SUMMARY OF TAXES ASSESSED
By Tax Code
Assessment Role of 2008 - 2009**

Tax Code	012-149	012-158	012-188	012-192	012-195	012-196	012-197
Assessed Valuation	\$ 971,583,709	\$ 246,155,551	\$ 22,408,107	\$ 30,699,972	\$ 24,853	\$ 6,877,656	\$ 16,712,667
M-50 Consolidated Tax Rate	16.5184	16.4328	16.5184	16.4328	16.4688	16.3832	16.3832
Clackamas Community College	0.5476	0.5476	0.5476	0.5476	0.5476	0.5476	0.5476
ESD Clackamas	0.3620	0.3620	0.3620	0.3620	0.3620	0.3620	0.3620
N Clackamas SD #12	4.6244	4.6244	4.6244	4.6244	4.6244	4.6244	4.6244
Mt. Hood Community College	-	-	-	-	-	-	-
ESD Multnomah Co	-	-	-	-	-	-	-
Centennial SD #302	-	-	-	-	-	-	-
Total Education	5.5340	5.5340	5.5340	5.5340	5.5340	5.5340	5.5340
City of Happy Valley Permanent Rate	0.6710	0.6710	0.6710	0.6710	0.6710	0.6710	0.6710
City of Happy Valley Public Safety	1.3800	1.3800	1.3800	1.3800	1.3800	1.3800	1.3800
Clackamas County	2.4042	2.4042	2.4042	2.4042	2.4042	2.4042	2.4042
County Public Safety Loc Opt 2006	0.2480	0.2480	0.2480	0.2480	0.2480	0.2480	0.2480
County Soil Cons	0.0493	0.0493	0.0493	0.0493	0.0493	0.0493	0.0493
FD #1	2.3030	2.3030	2.3030	2.3030	2.3030	2.3030	2.3030
N Clackamas Parks	0.5111	0.5111	0.5111	0.5111	0.5111	0.5111	0.5111
Port of Portland	0.0690	0.0690	0.0690	0.0690	0.0690	0.0690	0.0690
Service District 2 Metro	0.0948	0.0948	0.0948	0.0948	0.0948	0.0948	0.0948
Urban Renewal County SP	0.0664	0.0664	0.0664	0.0664	0.0664	0.0664	0.0664
Urban Renewal	0.4585	0.4585	0.4585	0.4585	0.4582	0.4565	0.4565
Vector Control	0.0065	0.0065	0.0065	0.0065	0.0065	0.0065	0.0065
Vector Control LOC OPT 2005	0.0250	0.0250	0.0250	0.0250	0.0250	0.0250	0.0250
Total General Government	8.2868	8.2851	8.2868	8.2851	8.2865	8.2848	8.2848
Community College Bond CCC	0.1931	0.1931	0.1931	0.1931	0.1931	0.1931	0.1931
FD #1 Bond	0.0752	0.0752	0.0752	0.0752	0.0752	0.0752	0.0752
N Clackamas SD #12 Bond	1.0261	1.0261	1.0261	1.0261	1.0261	1.0261	1.0261
N Clackamas SD #12 Bond 2006	0.9407	0.9407	0.9407	0.9407	0.9407	0.9407	0.9407
Service #2 Metro Bond	0.1684	0.1684	0.1684	0.1684	0.1684	0.1684	0.1684
Service #2 Metro Bond 2006	0.1609	0.1609	0.1609	0.1609	0.1609	0.1609	0.1609
Tri Met Bond	0.0839	-	0.0839	-	0.0839	-	-
Mt. Scott Water Bond	0.0493	0.0493	0.0493	0.0493	-	-	-
Total Excluded From Limitations	2.6976	2.6137	2.6976	2.6137	2.6483	2.5644	2.5644
Total Rate	16.5184	16.4328	16.5184	16.4328	16.4688	16.3832	16.3832
Tax Code	012-224	012-225	302-015	302-016	302-020	302-021	302-022
Assessed Valuation	\$ 3,242,342	\$ 1,140,541	\$ 2,099,026	\$ 4,251	\$ 746,054	\$ 6,375,758	\$ 332,266
M-50 Consolidated Tax Rate	16.4688	16.3832	16.0126	15.9630	13.9462	15.9630	15.9630
Clackamas Community College	0.5476	0.5476	-	-	-	-	-
Mt. Hood Community College	-	-	0.4743	0.4743	0.4743	0.4743	0.4743
ESD Clackamas	0.3620	0.3620	0.4576	0.4576	0.4576	0.4576	0.4576
N Clackamas SD #12	4.6244	4.6244	-	-	-	-	-
Mt. Hood Community College	-	-	-	-	-	-	-
ESD Multnomah Co	-	-	-	-	-	-	-
Centennial SD #302	-	-	4.7448	4.7448	4.7448	4.7448	4.7448
Total Education	5.5340	5.5340	5.6767	5.6767	5.6767	5.6767	5.6767
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	2.8615	2.4042	2.4042
County Public Safety Loc Opt 2006	0.2480	0.2480	0.2480	0.2480	0.2480	0.2480	0.2480
County Soil Cons	0.0493	0.0493	0.0493	0.0493	0.0493	0.0493	0.0493
FD #1	2.3030	2.3030	2.3030	2.3030	2.3030	2.3030	2.3030
N Clackamas Parks	0.5111	0.5111	0.5111	0.5111	-	0.5111	0.5111
Port of Portland	0.0690	0.0690	0.0690	0.0690	0.0690	0.0690	0.0690
Service District 2 Metro	0.0948	0.0948	0.0948	0.0948	0.0948	0.0948	0.0948
Urban Renewal County SP	0.0664	0.0664	0.0664	0.0664	0.0664	0.0664	0.0664
Urban Renewal	0.4582	0.4565	0.1531	0.1528	0.2408	0.1528	0.1528
Vector Control	0.0065	0.0065	0.0065	0.0065	0.0065	0.0065	0.0065
Vector Control LOC OPT 2005	0.0250	0.0250	0.0250	0.0250	0.0250	0.0250	0.0250
Total General Government	8.2865	8.2848	7.9814	7.9811	5.9643	7.9811	7.9811
Community College Bond CCC	0.1931	0.1931	-	-	-	-	-
FD #1 Bond	0.0752	0.0752	0.0752	0.0752	0.0752	0.0752	0.0752
N Clackamas SD #12 Bond	1.0261	1.0261	-	-	-	-	-
N Clackamas SD #12 Bond 2006	0.9407	0.9407	-	-	-	-	-
Centennial SD #302 Bond	-	-	1.9007	1.9007	1.9007	1.9007	1.9007
Service #2 Metro Bond	0.1684	0.1684	0.1684	0.1684	0.1684	0.1684	0.1684
Service #2 Metro Bond 2006	0.1609	0.1609	0.1609	0.1609	0.1609	0.1609	0.1609
Tri Met Bond	0.0839	-	-	-	-	-	-
Mt. Scott Water Bond	-	-	0.0493	-	-	-	-
Total Excluded From Limitations	2.6483	2.5644	2.3545	2.3052	2.3052	2.3052	2.3052
Total Rate	16.4688	16.3832	16.0126	15.9630	13.9462	15.9630	15.9630

Note: All information is from the Clackamas County Statement of Taxes Levied in Clackamas County, Oregon for Year Ending June 30, 2008
Summary of Assessment and Tax Roll 2007-2008



City of Happy Valley
Fiscal Year 2008 - 2009 Budget

TAX LEVY
10 Year History

Fiscal Year Ending June 30,	Taxes Levied	% Increase in Taxes Levied	Assessed Valuation	% Increase in Assessed Valuation	Tax Rate per \$1,000
1998-99	200,710	13.62%	298,126,320 *	13.24%	0.6710
1999-00	233,632	16.40%	348,184,230 *	16.79%	0.6710
2000-01	284,495	21.77%	422,987,951 *	21.48%	0.6710
2001-02	339,732	19.42%	503,630,853 *	19.07%	0.6710
2002-03	364,222	7.21%	541,178,115 *	7.46%	0.6710
2003-04 **	1,259,059	245.68%	607,541,173 *	12.26%	2.0510
2004-05 **	1,443,493	296.32%	695,152,888 *	28.45%	2.0510
2005-06 **	1,770,442	40.62%	848,369,654 *	39.64%	2.0510
2006-07 **	2,253,189	56.09%	1,090,535,805 *	56.88%	2.0510
2007-08 **	2,699,731	52.49%	1,308,402,753 *	54.23%	2.0510

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

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



**City of Happy Valley
Fiscal Year 2008 - 2009 Budget**

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

Fiscal Year	Real Property	Manufactured Structures	Personal Property	Public Utility	Total Taxable
1998-99	289,870,620	37,800	2,207,710	6,010,190	298,126,320
1999-00	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	3,939,159	13,661,413	695,152,888
2005-06	828,827,404	1,102,142	4,387,149	14,052,959	848,369,654
2006-07	1,067,150,898	1,089,594	5,132,513	17,162,800	1,090,535,805
2007-08	1,279,795,614	1,092,109	5,357,440	22,157,590	1,308,402,753

Note: All information is from the Clackamas County Statement of Taxes Levied in Clackamas County, Oregon for Year Ending June 30, 2008
Summary of Assessment and Tax Roll 2007-2008



**City of Happy Valley
Fiscal Year 2008 - 2009 Budget**

SUMMARY OF KEY DATA

Fiscal Year Ending June 30, 2006	Ending Fund Balance	% Increase Ending Fund Balance	Tax Levy	% Increase Tax Levy	Assessed Valuation	% Increase Assessed Valuation	Tax Rate per \$1,000	% Increase Tax Rate per \$1,000	Population	% Increase Population	All Funds Expenditures	% Increase All Funds Expenditures
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	206%	6,640	14%	3,704,335	86%
2005	2,576,799	131%	1,770,442	41%	848,369,654	40%	2.0510	0%	7,264	14%	4,096,631	68%
2006	2,312,092	7%	2,253,189	56%	1,090,535,805	57%	2.0510	0%	9,210	39%	6,752,987	82%
2007	1,379,393	-46%	2,699,731	52%	1,308,402,753	54%	2.0510	0%	10,380	43%	5,916,379	44%



**City of Happy Valley
Fiscal Year 2008 - 2009 Budget**

LEGAL REQUIREMENTS



City of Happy Valley Fiscal Year 2008 – 2009 Budget Calendar

DUE DATE	TASK
January - April, 2008	<ul style="list-style-type: none"> ▪ Prepare Proposed Budget
April 16, 2008	<ul style="list-style-type: none"> ▪ Publish 1st Notice of Budget Committee Meeting (no more than 30 days before the meeting)*
April 23, 2008	<ul style="list-style-type: none"> ▪ Publish 2nd Notice of Budget Committee Meeting (at least 5 days after 1st notice, but no less than 5 days before the meeting)*
May 5, 2008	<ul style="list-style-type: none"> ▪ Budget Committee Meeting
May 12, 2008	<ul style="list-style-type: none"> ▪ 2nd Budget Committee Meeting (if necessary)
May 19, 2008	<ul style="list-style-type: none"> ▪ 3rd Budget Committee Meeting (if necessary)
June 4, 2008	<ul style="list-style-type: none"> ▪ Publish 'Notice of Budget Hearing' (5 to 30 days before the meeting)*
June 17, 2008	<ul style="list-style-type: none"> ▪ Hold the Budget Hearing ▪ Enact Resolutions to: <ul style="list-style-type: none"> ○ Adopt Budget ○ Make Appropriations ○ Impose Taxes
July 7, 2008	<ul style="list-style-type: none"> ▪ Submit Tax Certification Documents to the Assessor by July 15, 2008 ▪ Turn in Official Budget to County Clerk for Permanent Record by September 30, 2008

* Documents to the *Clackamas Review* published on Wednesday only. Information must be to the paper by noon the Tuesday before the publication date.

**FORM
LB-1**

NOTICE OF BUDGET HEARING

A meeting of the City of Happy Valley Council will be held on June 17, 2008 at 7:00 pm at City Hall Annex, 12915 SE King Road, Happy Valley, Oregon. The purpose of this meeting will be to discuss the budget for the fiscal year beginning July 1, 2008, 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, Happy Valley, Oregon between the hours of 8:30 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. This budget is for an annual period.

County Clackamas	City Happy Valley	Chairperson of Governing Body Rob Wheeler	Telephone Number 503-760-3325
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FINANCIAL SUMMARY

<input type="checkbox"/> Check this box if your budget only has one fund		Adopted Budget This Year 2007-2008	Approved Budget Next Year 2008-2009
TOTAL OF ALL FUNDS			
Anticipated Requirements	1. Total Personal Services.....	3,838,700	3,673,100
	2. Total Materials and Supplies	6,630,700	4,680,732
	3. Total Capital Outlay	19,507,950	9,005,195
	4. Total Debt Service	0	390,000
	5. Total Transfers	2,530,500	1,276,852
	6. Total Contingencies	2,103,450	1,941,118
	7. Total Reserves and Special Payments.....	0	0
	8. Total Unappropriated Ending Fund Balance	0	0
	9. Total Requirements - add Lines 1 through 8	34,611,300	20,966,997
Anticipated Resources	10. Total Resources Except Property Taxes	32,229,300	18,234,997
	11. Total Property Taxes Estimated to be Received	2,382,000	2,732,000
	12. Total Resources - add Lines 10 and 11	34,611,300	20,966,997
Estimated Ad Valorem Property Taxes	13. Total Property Taxes Estimated to be Received (line 11)	2,382,000	2,732,000
	14. Plus: Estimated Property Taxes Not To Be Received		
	A. Loss Due to Constitutional Limits	0	2
	B. Discounts Allowed, Other Uncollected Amounts	123,000	153,000
	15. Total Tax Levied	2,505,000	2,885,000
Tax Levies By Type		Rate or Amount	Rate or Amount
	16. Permanent Rate Limit Levy (rate limit).....	0.671	0.671
	17. Local Option Taxes.....	1.38	1.38
	18. Levy for Bonded Debt or Obligations.....	0	0

STATEMENT OF INDEBTEDNESS

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

Long-Term Debt	Estimated Debt Outstanding at the Beginning of the Budget Year	Estimated Debt Authorized, Not Incurred at the Beginning of the Budget Year
	July 1 2008	July 1 2008
Bonds.....	5,000,000	
Interest Bearing Warrants	0	
Other	0	
Total Indebtedness	5,000,000	0

Short-Term Debt

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

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

FUNDS NOT REQUIRING A
PROPERTY TAX TO BE LEVIED

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

Name of Fund Street Maintenance	Actual Data Last Year 2006-07	Adopted Budget This year 2007-08	Approved Budget Next Year 2008-09
1. Total Personal Services.....	134,837	179,100	250,300
2. Total Materials and Services.....	47,592	168,500	178,500
3. Total Capital Outlay.....	17,975	880,000	393,925
4. Total Debt Service.....	0	0	0
5. Total Transfers.....	0	0	408,000
6. Total Contingencies.....		165,400	128,400
7. Total Reserves and Special Payments.....	0	0	0
8. Total Unappropriated Ending Fund Balance.....	0	0	0
9. Total Requirements.....	200,404	1,393,000	1,359,125
10. Total Resources Except Property Taxes.....	435,252	1,393,000	1,359,125

Name of Fund Building Fund	Actual Data Last Year 2006-07	Adopted Budget This year 2007-08	Approved Budget Next Year 2008-09
1. Total Personal Services.....	656,162	1,542,000	829,500
2. Total Materials and Services.....	264,606	1,823,200	186,150
3. Total Capital Outlay.....	27,848	135,000	0
4. Total Debt Service.....	0	0	0
5. Total Transfers.....	870,000	870,000	180,167
6. Total Contingencies.....		390,900	278,867
7. Total Reserves and Special Payments.....	0	0	0
8. Total Unappropriated Ending Fund Balance.....	0	0	0
9. Total Requirements.....	1,818,616	4,761,100	1,474,684
10. Total Resources Except Property Taxes.....	1,331,097	4,761,100	1,474,684

Name of Fund System Development	Actual Data Last Year 2006-07	Adopted Budget This year 2007-08	Approved Budget Next Year 2008-09
1. Total Personal Services.....	0	0	0
2. Total Materials and Services.....	0	0	0
3. Total Capital Outlay.....	872,064	3,360,000	1,440,000
4. Total Debt Service.....	0	0	0
5. Total Transfers.....	0	0	0
6. Total Contingencies.....		0	0
7. Total Reserves and Special Payments.....	0	0	0
8. Total Unappropriated Ending Fund Balance.....	0	0	0
9. Total Requirements.....	872,064	3,360,000	1,440,000
10. Total Resources Except Property Taxes.....	294,633	3,360,000	1,440,000

Name of Fund Road Construction and Improvement	Actual Data Last Year 2006-07	Adopted Budget This year 2007-08	Approved Budget Next Year 2008-09
1. Total Personal Services.....	0	30,800	29,200
2. Total Materials and Services.....	0	100,000	10,000
3. Total Capital Outlay.....	540	581,950	535,270
4. Total Debt Service.....	0	0	0
5. Total Transfers.....	0	0	0
6. Total Contingencies.....		0	0
7. Total Reserves and Special Payments.....	0	0	0
8. Total Unappropriated Ending Fund Balance.....	0	0	0
9. Total Requirements.....	540	712,750	574,470
10. Total Resources Except Property Taxes.....	17,719	712,750	574,470

FUNDS NOT REQUIRING A
PROPERTY TAX TO BE LEVIED

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

Name of Fund Pension Reserve	Actual Data Last Year 2006-07	Adopted Budget This year 2007-08	Approved Budget Next Year 2008-09
1. Total Personal Services.....	60,453	0	0
2. Total Materials and Services.....	0	0	0
3. Total Capital Outlay.....	0	0	0
4. Total Debt Service.....	0	0	0
5. Total Transfers.....	0	294,500	0
6. Total Contingencies.....	0	0	0
7. Total Reserves and Special Payments.....	0	0	0
8. Total Unappropriated Ending Fund Balance.....	0	0	0
9. Total Requirements.....	60,453	294,500	0
10. Total Resources Except Property Taxes.....	14,741	294,500	0
Name of Fund Reserve for New City Hall	Actual Data Last Year 2006-07	Adopted Budget This year 2007-08	Approved Budget Next Year 2008-09
1. Total Personal Services.....	0	0	0
2. Total Materials and Services.....	0	1,000,000	500,000
3. Total Capital Outlay.....	441,708	13,791,000	5,575,000
4. Total Debt Service.....	0	0	0
5. Total Transfers.....	0	0	0
6. Total Contingencies.....	0	0	0
7. Total Reserves and Special Payments.....	0	0	0
8. Total Unappropriated Ending Fund Balance.....	0	0	0
9. Total Requirements.....	441,708	14,791,000	6,075,000
10. Total Resources Except Property Taxes.....	0	14,791,000	6,075,000
Name of Fund Reserve for Replacement	Actual Data Last Year 2006-07	Adopted Budget This year 2007-08	Approved Budget Next Year 2008-09
1. Total Personal Services.....	0	0	0
2. Total Materials and Services.....	0	0	139,282
3. Total Capital Outlay.....	0	0	466,000
4. Total Debt Service.....	0	0	0
5. Total Transfers.....	0	0	0
6. Total Contingencies.....	0	0	286,987
7. Total Reserves and Special Payments.....	0	0	0
8. Total Unappropriated Ending Fund Balance.....	0	0	0
9. Total Requirements.....	0	0	892,269
10. Total Resources Except Property Taxes.....	91,593	0	892,269
Name of Fund Reserve for Debt Service	Actual Data Last Year 2006-07	Adopted Budget This year 2007-08	Approved Budget Next Year 2008-09
1. Total Personal Services.....	0	0	0
2. Total Materials and Services.....	0	0	0
3. Total Capital Outlay.....	0	0	0
4. Total Debt Service.....	0	0	390,000
5. Total Transfers.....	0	0	0
6. Total Contingencies.....	0	0	0
7. Total Reserves and Special Payments.....	0	0	0
8. Total Unappropriated Ending Fund Balance.....	0	0	0
9. Total Requirements.....	0	0	390,000
10. Total Resources Except Property Taxes.....	0	0	390,000

FUNDS REQUIRING A
PROPERTY TAX TO BE LEVIED

Publish ONLY completed portion of this page.

Name of Fund	General Fund	Actual Data Last Year 2006-07	Adopted Budget This year 2007-08	Approved Budget Next Year 2008-09
1. Total Personal Services.....		1,510,260	2,040,900	2,488,600
2. Total Materials and Services.....		640,199	1,178,500	1,235,300
3. Total Capital Outlay.....		182,104	760,000	495,000
4. Total Debt Service.....		0	0	0
5. Total Transfers.....		3,518,198	1,366,000	688,685
6. Total Contingencies.....			680,550	396,864
7. Total Reserves and Special Payments.....		0	0	0
8. Total Unappropriated Ending Fund Balance.....		0	0	0
9. Total Requirements.....		5,850,761	6,025,950	5,304,449
10. Total Resources Except Property Taxes.....		2,741,567	5,236,950	4,411,449
11. Property Taxes Estimated to Be Received.....		2,176,495	779,000	893,000
12. Total Resources (add lines 10 and 11).....		4,918,062	6,015,950	5,304,449
13. Property Taxes Estimated to be Received (line 11)			779,000	893,000
14. Estimated Property Taxes Not to be Received.....				
A. Loss Due to Constitutional Limit.....			0	0
B. Discounts, Other Uncollected Amounts.....			41,000	50,000
15. Total Tax Levied			820,000	943,000
			Rate or Amount	Rate or Amount
16. Permanent Rate Limit Levy (rate limit _____).			0.671	0.0671
17. Local Option Taxes.....			0	0
18. Levy for Bonded Debt or Obligations.....			0	0

Name of Fund	Public Safety Fund	Actual Data Last Year 2006-07	Adopted Budget This year 2007-08	Approved Budget Next Year 2008-09
1. Total Personal Services.....		0	45,900	75,500
2. Total Materials and Services.....		1,060,031	2,360,500	2,431,500
3. Total Capital Outlay.....		0	0	100,000
4. Total Debt Service.....		0	0	0
5. Total Transfers.....		0	0	0
6. Total Contingencies.....			866,600	850,000
7. Total Reserves and Special Payments.....			0	0
8. Total Unappropriated Ending Fund Balance.....			0	0
9. Total Requirements.....		1,060,031	3,273,000	3,457,000
10. Total Resources Except Property Taxes.....		54,809	1,670,000	1,618,000
11. Property Taxes Estimated to Be Received.....		1,463,120	1,603,000	1,839,000
12. Total Resources (add lines 10 and 11).....		1,517,929	3,273,000	3,457,000
13. Property Taxes Estimated to be Received (line 11)			1,603,000	1,839,000
14. Estimated Property Taxes Not to be Received.....				
A. Loss Due to Constitutional Limit.....			0	0
B. Discounts, Other Uncollected Amounts.....			82,000	102,000
15. Total Tax Levied			1,685,000	1,941,000
			Rate or Amount	Rate or Amount
16. Permanent Rate Limit Levy (rate limit _____).			0	0
17. Local Option Taxes.....			1.38	1.38
18. Levy for Bonded Debt or Obligations.....			0	0

**CITY OF HAPPY VALLEY
RESOLUTION NO. 08-10**

**RESOLUTION ADOPTING THE BUDGET FOR FISCAL YEAR 2008-2009,
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 2008-2009 in the sum of \$20,966,997 now on file at City Hall.

MAKING APPROPRIATIONS

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2008, and for the purposes shown below are hereby appropriated.

GENERAL FUND

Personal Services	2,488,600
Materials & Services	1,235,300
Capital Outlay	495,000
Transfers	688,685
Contingency	396,864
FUND TOTAL	5,304,449

STREET FUND

Personal Services	250,300
Materials & Services	178,500
Capital Outlay	393,925
Transfers	408,000
Contingency	128,400
FUND TOTAL	1,359,125

BUILDING FUND

Personal Services	829,500
Materials & Services	186,150
Transfers	180,167
Contingency	278,867
FUND TOTAL	1,474,684

**CITY OF HAPPY VALLEY
RESOLUTION NO. 08-10**

SYSTEM DEVELOPMENT CHARGES FUND

Capital Outlay	1,440,000
FUND TOTAL	1,440,000

ROAD CONSTRUCTION & IMPROVEMENT FUND

Personal Services	29,200
Materials & Services	10,000
Capital Outlay	535,270
FUND TOTAL	574,470

PUBLIC SAFETY FUND

Personal Services	75,500
Materials & Services	2,431,500
Capital Outlay	100,000
Contingency	850,000
FUND TOTAL	3,457,000

RESERVE FOR NEW CITY HALL FUND

Materials & Services	500,000
Capital Outlay	5,575,000
FUND TOTAL	6,075,000

RESERVE FOR REPLACEMENT FUND

Materials & Services	139,282
Capital Outlay	466,000
Contingency	286,987
FUND TOTAL	892,269

RESERVE FOR DEBT SERVICE FUND

Debt Service	390,000
FUND TOTAL	390,000

**CITY OF HAPPY VALLEY
RESOLUTION NO. 08-10**

IMPOSING AND CATEGORIZING TAXES

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

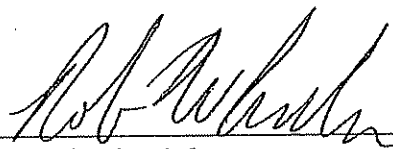
City hereby imposes the taxes provided for in the adopted budget at the rate of \$0.6710 per \$1,000 of the assessed value for operations and at the rate of \$1.3800 per \$1,000 of the assessed value for operations for the four year local option levy; and that these taxes are hereby imposed and categorized for tax year 2008-2009 upon the assessed value of all taxable property within the district.

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

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

PASSED by the City Council this 17th day of June 2008.

APPROVED by the Mayor this 17th day of June 2008.



Rob Wheeler, Mayor

ATTEST:



Marylee Walden, City Recorder

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

FORM LB-50
2008-2009

To assessor of Clackamas County

• Be sure to read instructions in the 2008-2009 Notice of Property Tax Levy Forms and Instructions 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
District name

on the tax roll of Clackamas County. The property tax, fee, charge, or assessment is categorized as stated by this form.
County name

12915 SE King Road Happy Valley OR 97086 7/8/08
Mailing address of district City State ZIP code Date
Contact person Barbara Muller Title Finance Officer Daytime telephone number 503-760-3325 Contact person e-mail address barbaram@ci.happy-valley.or.us

CERTIFICATION—You must check one box.

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

PART I: TOTAL PROPERTY TAX LEVY

		Subject to General Government Limits	
		Rate —or— Dollar Amount	
1. Rate/Amount levied (within permanent rate limit)	1	<u>.0671</u>	
2. Local option operating tax	2	<u>1.380</u>	
3. Local option capital project tax	3		Excluded from Measure 5 Limits
4. Levy for "Gap Bonds"	4		
5. Levy for pension and disability obligations	5		Dollar Amount of Bond Levy
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 or Measure 50 (total of 6a + 6b)	6c		

PART II: RATE LIMIT CERTIFICATION

7. Permanent rate limit in dollars and cents per \$1,000	7	<u>.0671</u>
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 two taxes, attach a sheet showing the information for each.

Purpose (operating, capital project, or mixed)	Date voters approved local option ballot measure	First year levied	Final year to be levied	Tax amount —or— rate authorized per year by voters
Operating	11/6/07	2007	2010	1.380

PART IV: SPECIAL ASSESSMENTS, FEES, AND CHARGES

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

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

150-504-073-7 (01-08)

(see the back for worksheet for lines 6a, 6b, and 6c)

File with your assessor no later than JULY 15, unless granted an extension in writing.



COMMUNITY NEWSPAPERS

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Box 22109, Portland, OR 97222
Phone: 503-684-0360 Fax: 503-620-3433
Email: legaladvertising@commnewspapers.com

AFFIDAVIT OF PUBLICATION

State of Oregon, County of Clackamas, SS

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

City of Happy Valley
Notice of Budget Hearing
CLK11304

a copy of which is hereto annexed, was
published in the entire issue of said
newspaper for
2

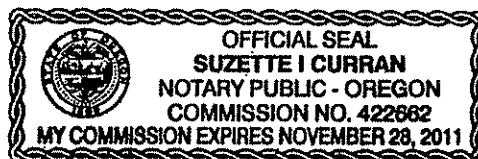
successive and consecutive weeks in the
following issues
April 16, 2008
April 23, 2008

Charlotte Allsop
Charlotte Allsop (Accounting Manager)

Subscribed and sworn to before me this
April 22, 2008

Suzette I. Curran
NOTARY PUBLIC FOR OREGON
My commission expires Nov. 28, 2011

Acct #50603
Barbara Muller
City of Happy Valley
12915 SE King Road
Portland, OR 97236



Size: 3.5"
Amount Due \$82.95
*remit to address above

NOTICE OF BUDGET COMMITTEE MEETING

A public meeting of the Budget Committee of the City of Happy Valley, Clackamas County, State of Oregon, to discuss the budget for fiscal year July 1, 2008 to June 30, 2009 will be held at the City Hall Annex, 12915 SE King Road, Happy Valley, OR 97086. The meeting will take place on May 5, 2008 at 7:00 PM. The purpose of the meeting is to receive the budget message and to receive comment from the public on the budget. A copy of the budget document may be inspected or obtained on or after April 30, 2008 at City Hall, 12915 SE King Road, Happy Valley, between the hours of 8:30 AM and 4:30 PM. This is a public meeting where deliberation of the Budget Committee will take place. Any person may appear at the meeting and discuss the proposed programs with the Budget Committee. Publish 4/16, 4/23/2008. CLK11304

COMMUNITY NEWSPAPERS

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AFFIDAVIT OF PUBLICATION

State of Oregon, County of Clackamas, SS

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

City of Happy Valley
Notice of Budget Hearing
CLK11385

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 4, 2008

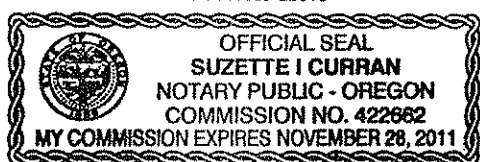
Charlotte Allsop
Charlotte Allsop (Accounting Manager)

Subscribed and sworn to before me this
June 4, 2008

Suzette I. Curran
NOTARY PUBLIC FOR OREGON
My commission expires
Nov. 28, 2011

Acct #50603
Attn: Barbara Muller
City of Happy Valley
12915 SE King Road
Portland, OR 97236

Size: 2 x 18.25
Amount Due: \$432.53
*remit to address above



FORM LB-1 NOTICE OF BUDGET HEARING

A meeting of the City of Happy Valley Council will be held on June 17, 2008 at 7:00 pm at City Hall Annex, 12915 SE King Road, Happy Valley, Oregon. The purpose of this meeting will be to discuss the budget for the fiscal year beginning July 1, 2008. The City of Happy Valley Council will be reviewing the budget for the fiscal year beginning July 1, 2008. A copy of the budget may be inspected or obtained at City Hall, 12915 SE King Road, Happy Valley, Oregon between the hours of 8:00 am and 4:00 pm. This budget was prepared on a basis of accounting that is consistent with the basis of accounting used during the preceding year. Major changes, if any, and their effect on the budget are explained below. This budget is for an annual period.

City of Happy Valley		Rob Wheeler	503-760-3025
FINANCIAL SUMMARY			
TOTAL OF ALL FUNDS		Adopted Budget This Year 2007-2008	Approved Budget Next Year 2008-2009
1. Total Personnel Services	5,838,700	5,838,700	5,838,700
2. Total Materials and Supplies	19,507,952	19,507,952	19,507,952
3. Total Capital Outlay	0	0	0
4. Total Debt Service	2,530,500	2,530,500	2,530,500
5. Total Transfers	2,103,450	2,103,450	2,103,450
6. Total Contingencies	0	0	0
7. Total Reserves and Special Payments	0	0	0
8. Total Unappropriated Ending Fund Balance	34,611,300	34,611,300	34,611,300
9. Total Requirements - add Lines 1 through 8	32,225,500	32,225,500	32,225,500
10. Total Property Taxes Estimated to be Received	2,382,000	2,382,000	2,382,000
11. Total Resources - add Lines 9 and 10	34,611,300	34,611,300	34,611,300
12. Total Property Taxes Estimated to be Received (Line 11)	2,382,000	2,382,000	2,382,000
13. Plus Estimated Property Taxes Not to be Received	0	0	0
14. Loss Due to Constitutional Limits	0	0	0
15. Total Tax Levied	2,382,000	2,382,000	2,382,000
16. Permanent Rate Limit Levy (into Fund)	0.071	0.071	0.071
17. Local Option Taxes	1.38	1.38	1.38
18. Levy for bonded Debt or Obligations	0	0	0

STATEMENT OF INDEBTEDNESS			
Debt Outstanding		Debt Authorized, Not Incurred	
<input type="checkbox"/> None		<input type="checkbox"/> None	
<input type="checkbox"/> As Surmised Below		<input type="checkbox"/> As Surmised 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	
1. Bonds	5,000,000		
2. Interest Bearing Notes			
3. Other			
Total Indebtedness	5,000,000		
Short-Term Debt			
This budget includes the intention to borrow (or anticipation of revenue ("Short-Term Borrowing")) as surmised below:			
Fund Liabilities	Estimated Amount to be Borrowed	Estimated Interest Rate	Estimated Interest Cost
1. General Fund			
2. Capital Projects			
3. Other			

FORM LB-2 FUNDS NOT REQUIRING A PROPERTY TAX TO BE LEVIED

Name of Fund	Actual Data Last Year 2006-07	Adopted Budget This Year 2007-08	Approved Budget Next Year 2008-09
Street Maintenance			
1. Total Personnel Services	154,837	179,100	250,300
2. Total Materials and Supplies	47,592	168,500	178,500
3. Total Capital Outlay	37,875	800,000	383,925
4. Total Debt Service	0	0	0
5. Total Transfers	0	0	0
6. Total Contingencies	0	0	0
7. Total Reserves and Special Payments	0	0	0
8. Total Unappropriated Ending Fund Balance	0	0	0
9. Total Requirements	200,404	1,987,600	1,355,125
10. Total Resources Except Property Taxes	435,252	1,389,000	1,355,125
Building Fund			
1. Total Personnel Services	656,182	1,542,000	829,500
2. Total Materials and Supplies	254,006	1,823,200	185,150
3. Total Capital Outlay	27,848	136,000	0
4. Total Debt Service	0	0	0
5. Total Transfers	870,000	0	0
6. Total Contingencies	0	0	0
7. Total Reserves and Special Payments	0	0	0
8. Total Unappropriated Ending Fund Balance	0	0	0
9. Total Requirements	1,816,616	4,761,100	1,474,684
10. Total Resources Except Property Taxes	1,331,097	4,761,100	1,474,684
System Development			
1. Total Personnel Services	0	0	0
2. Total Materials and Supplies	0	0	0
3. Total Capital Outlay	872,064	3,580,000	1,440,000
4. Total Debt Service	0	0	0
5. Total Transfers	0	0	0
6. Total Contingencies	0	0	0
7. Total Reserves and Special Payments	0	0	0
8. Total Unappropriated Ending Fund Balance	0	0	0
9. Total Requirements	872,064	3,580,000	1,440,000
10. Total Resources Except Property Taxes	1,331,097	3,580,000	1,440,000
Road Construction and Improvement			
1. Total Personnel Services	0	0	0
2. Total Materials and Supplies	0	0	0
3. Total Capital Outlay	540	581,850	535,270
4. Total Debt Service	0	0	0
5. Total Transfers	0	0	0
6. Total Contingencies	0	0	0
7. Total Reserves and Special Payments	0	0	0
8. Total Unappropriated Ending Fund Balance	0	0	0
9. Total Requirements	540	712,750	574,470
10. Total Resources Except Property Taxes	177,191	712,750	574,470

FORM LB-2 FUNDS NOT REQUIRING A PROPERTY TAX TO BE LEVIED

Name of Fund	Actual Data Last Year 2006-07	Adopted Budget This Year 2007-08	Approved Budget Next Year 2008-09
Pension Reserve			
1. Total Personnel Services	60,453	0	0
2. Total Materials and Supplies	0	0	0
3. Total Capital Outlay	0	0	0
4. Total Debt Service	0	0	0
5. Total Transfers	0	294,500	0
6. Total Contingencies	0	0	0



City of Happy Valley
Fiscal Year 2008 - 2009 Budget

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**City of Happy Valley
Fiscal Year 2008 - 2009 Budget**

ADDENDUMS

City of Happy Valley		Allocations							FY 2008-09 Budget		
		General Fund									
	FTE	General Gov	Comm. Dev	Public Works	Parks	Public Safety	Street Fund	Building Fund	Road Improv Fund	Public Safety Fund	Total
City Manager	1.00	0.70					0.10	0.10		0.10	1.00
Admin Asst I	1.00	1.00									1.00
Finance Officer	1.00	0.55						0.35		0.10	1.00
Acct Asst	1.00	1.00									1.00
Admin Asst II	1.00	0.85						0.10		0.05	1.00
Admin Asst I	1.00	1.00									1.00
City Recorder/HR Director	1.00	0.85						0.15			1.00
Comm. Dev Director	1.00		0.80				0.10		0.10		1.00
Admin Asst I	0.50	1.00									1.00
Admin Asst III / Office Manager	1.00	1.00									1.00
Custodian	1.00	1.00									1.00
Planning Manager	1.00		0.95					0.05			1.00
Associate Planner	1.00		0.95					0.05			1.00
Assistant Planner	1.00		0.90					0.10			1.00
Assistant Planner	1.00		0.90					0.10			1.00
Admin Asst II	1.00		0.95					0.05			1.00
Admin Asst II	1.00		1.00								1.00
City Engineer	1.00		0.90						0.10		1.00
Engineer	1.00		0.80				0.20				1.00
Inspector	1.00		0.95						0.05		1.00
GIS Specialist	1.00		1.00								1.00
Operations Manager	1.00			0.20	0.10		0.70				1.00
Maint Worker II	1.00			0.20	0.10		0.70				1.00
PW Supervisor	1.00			0.50	0.20		0.30				1.00
PW Worker	0.15			1.00							1.00
Maint Worker I	1.00			0.70	0.10		0.20				1.00
Maint Worker I	1.00				1.00						1.00
Maint Worker I	1.00			0.70	0.10		0.20				1.00
Maint Worker I	0.50				1.00						1.00
PW Seasonal Worker	0.75				1.00						1.00
Building Official	1.00		0.05	0.05				0.90			1.00
Structural Eng	1.00							1.00			1.00
Permit Tech	1.00							1.00			1.00
Permit Tech	0.70							1.00			1.00
Building Inspector II	1.00							1.00			1.00
Chief Plumbing Inspector	1.00							1.00			1.00
Building Inspector	0.50							1.00			1.00
Building Inspector II	1.00							1.00			1.00
Permit Tech	0.50							1.00			1.00
Comm Svcs/Pub Safety Director	1.00					0.70	0.05			0.25	1.00
Comm Svcs Officer	1.00					0.60	0.05	0.25		0.10	1.00
Comm Svcs Officer	1.00					1.00					1.00
Comm Svcs Officer	1.00					0.60	0.05	0.25		0.10	1.00
CSO/Comm Involvement Specialist	1.00					1.00					1.00
Admin Asst I	1.00				0.15	0.85					1.00
Court Clerk	1.00					1.00					1.00
Court Clerk	1.00					1.00					1.00
	43.60	8.95	10.15	3.35	3.75	6.75	2.65	10.45	0.25	0.70	47.00
	FTE										# of Staff

Reserve for Replacement Fund Schedule

Current amt reg	Annual amt reg	Total xfrd	Amt Req	Fund
408,000	40,933	-	408,000	Street Total
376,685	82,375	-	376,685	General Total
107,584	31,903	-	107,584	Building Total
892,269	155,212	-	892,269	Fund Total

Reserve for Replacement Fund Schedule

#	Description	Department	Purchase Date	Cost to Replace	Sched Years	Years until Rep	Current amt reg	Annual amt req	Total xfd	Amt Req	Current year exp	Fund
PW 3-81	Ford 555C Backhoe (junk, sell)	Public Works	7/1/1993	80,000	15	0	0	80,000	5,333	0	80,000	80,000
PW 4-83	1981 International Dump Truck (sell)	Public Works	1/3/2005	75,000	15	0	0	0	5,000	0	0	0
PW 6-93	1983 Ford F350 Boom Truck	Public Works	6/9/2006	60,000	15	5	2	40,000	4,000	0	40,000	0
PW 2-93	1993 Ford Tractor/Mower	Public Works	5/17/2005	10,000	10	5	5	8,000	1,000	0	8,000	0
PW 1-94	1993 GMC Dump Truck 4X4	Public Works	3/17/2005	60,000	15	5	5	40,000	4,000	0	40,000	0
PW 5-97	1994 Ford C-7000 Street Sweeper	Public Works	6/17/2005	120,000	15	0	0	120,000	8,000	0	120,000	120,000
	1997 Ford F-350 1-Truck Ton 188k r	Public Works	2/13/2007	40,000	10	2	2	32,000	4,000	0	32,000	0
	Pothole Repair - purchase	Public Works	7/1/2008	50,000	10	0	0	50,000	5,000	0	50,000	50,000
	Chipper - purchase	Public Works	7/1/2008	30,000	10	0	0	30,000	3,000	0	30,000	30,000
	new holland side mower w/bucket	Public Works	7/1/2003	16,000	10	5	5	8,000	1,600	0	8,000	0
								408,000	40,933	-	408,000	280,000 Street Total
	Play equipment (HV Park & Tot Park)	Parks		30,000	15	10	10	Replacement of the park equipment is the responsibility of North Clackamas Park and Rec District.				
	Resurface Tennis Courts	Parks		36,000	10	7	7	The City retains the items on the list so we can let				
	Sports Field Accessories	Parks		15,000	10	4	4	NCPRD know when replacement is required.				
	Lazer 2XP mower diesel 39 hrs.	Parks	6/30/2005	11,000	10	6	6					
	Lazer 2XP mower gas 1233 hrs.	Parks	6/6/2001	7,000	10	2	2					
	Kawasaki Mule	Parks	7/1/2003	9,500	10	5	5					
	Toyota Fork Lift	Public Works	7/1/2003	30,000	15	10	10	10,000	2,000	0	10,000	0
	2001 Blaze Trailer	Public Works		5,000	20	10	10	2,500	250	0	2,500	0
	2006 Landscaping 16' Tandem Axle	Public Works	8/9/2006	5,000	20	10	10	2,500	250	0	2,500	0
	2003 Landscaping Trailer	Public Works		5,000	20	10	10	2,500	250	0	2,500	0
PW 8-97	1997 Ford F150 Pkup 4x4	Public Works	1/3/2005	20,000	7	0	0	20,000	2,857	0	20,000	20,000
PW 9-99	1999 Ford Ranger Pickup	Public Works	7/7/1999	20,000	7	0	0	20,000	2,857	0	20,000	20,000
PW 10-01	2001 Ford Ranger 4X4 Pickup 44k r	Public Works	5/16/2005	21,000	7	0	0	21,000	3,000	0	21,000	21,000
PW 11-03	2003 Ford F350 Truck 2WD	Public Works		40,000	10	5	5	20,000	4,000	0	20,000	0
GS 13-97	1997 Jeep Cherokee 4x4	City	1/3/2005	21,000	7	0	0	21,000	3,000	0	21,000	21,000
GS 14-03	2003 Dodge Stratus	City		21,000	7	2	2	15,000	3,000	0	15,000	0
	New Vehicle	City		22,000	7	2	2	15,714	3,143	0	15,714	0
ED 7-96	1996 Jeep Cherokee 4X4	Engineering Dept.	1/25/2005	20,000	7	0	0	20,000	2,857	0	20,000	20,000
ED 12-04	2004 Ford Ranger 4X4 Ext. Cab	Engineering Dept.	12/3/2003	21,000	7	3	3	12,000	3,000	0	12,000	0
ED 22-05	2005 Ford Ranger Pickup 4x4	Engineering Dept.	8/26/2005	21,000	7	5	5	6,000	3,000	0	6,000	0
CE 15-97	1997 Jeep Cherokee 4x4	Code Enforcement	12/5/2005	21,000	7	0	0	21,000	3,000	0	21,000	21,000
CE 16-05	1999 Ford Crown Victoria	Code Enforcement	7/11/2005	21,000	7	0	0	21,000	3,000	0	21,000	21,000
CE 17-06	2003 Ford Explorer XPL	Code Enforcement	7/14/2006	21,000	7	2	2	15,000	3,000	0	15,000	0
CE 18-07	2007 Ford F150 4X4 Pickup	Code Enforcement	8/30/2007	21,000	7	6	6	3,000	3,000	0	3,000	0
CE 19-07	2007 Ford F150 4X4 Pickup	Code Enforcement	8/30/2007	21,000	7	6	6	3,000	3,000	0	3,000	0
								251,214	48,464	-	251,214	144,000 General Total
BD 21-01	2001 Ford Ranger Pickup	Building Dept	5/16/2005	21,000	7	0	0	21,000	3,000	0	21,000	21,000
BD 20-01	2001 Ford Ranger Pickup	Building Dept	5/16/2005	21,000	7	0	0	21,000	3,000	0	21,000	21,000
BD 23-05	2005 Ford Ranger Super Cab 4x4	Building Dept	12/28/2004	21,000	7	4	4	9,000	3,000	0	9,000	0
BD 24-06	2006 Ford Ranger Pickup 4x4	Building Dept	1/30/2006	21,000	7	5	5	6,000	3,000	0	6,000	0
BD 25-06	2006 Ford Ranger Pickup 4x4	Building Dept	3/30/2006	21,000	7	5	5	6,000	3,000	0	6,000	0
BD 26-06	2006 Ford Ranger Pickup 4x4	Building Dept	5/15/2006	21,000	7	5	5	6,000	3,000	0	6,000	0
BD 27-08	2008 Ford Escape 4X4	Building Dept	4/13/2007	21,000	7	7	7	-	3,000	0	-	-
BD 28-08	2008 Ford Escape 4X4	Building Dept	9/11/2007	21,000	7	7	7	-	3,000	0	-	-
P1												
W								69,000	24,000	-	69,000	42,000 Building Total
W								728,214	113,398	-	728,214	466,000 Fund Total

Reserve for Replacement Fund Schedule

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Description	Department	Purchase Date	Cost to Replace	Sched Years	Years until Rep	Current amt reg	Annual amt reg	Total xfrd	Amt Reg	Current	
										Year	Exp Fund
Computers (8)	Various	Various	8,365	3	0	8,365	2,788	0	8,365	8,365	
Computers (7)	Various	Various	7,320	3	1	4,880	2,440	0	4,880		
Computers (7)	Various	Various	7,320	3	2	2,440	2,440	0	2,440		
Monitors (22)	Various	Various	5,500	5	0	5,500	1,100	0	5,500	5,500	
Telephone System	Various	Various	50,000	7	5	14,286	7,143	0	14,286		
GIS System (plotter, server, computer, s/w)	Various	Various	50,000	5	0	50,000	10,000	0	50,000	50,000	
Document Management System (scanner, software)	Various	Various	40,000	5	0	40,000	8,000	0	40,000	40,000	
						125,471	33,911	-	125,471	103,865	General Total
Computers (3)	Building Dept	Various	3,167	3	0	3,167	1,056	0	3,167	3,167	
Computers (3)	Building Dept	Various	3,167	3	1	2,111	1,056	0	2,111		
Computers (3)	Building Dept	Various	3,167	3	2	1,056	1,056	0	1,056		
Monitors (9)	Building Dept	Various	2,250	5	0	2,250	450	0	2,250	2,250	
Wide Bed printer scanner	Building Dept	Various	30,000	7	0	30,000	4,286	0	30,000	30,000	
						38,584	7,903	-	38,584	35,417	Building Total
						164,055	41,814	-	164,055	139,282	Fund Total