HAPPY VALLEY, OR
EST. 1965

2017-18
City of Happy Valley
Adopted Budget

City of Happy Valley
Fiscal Year 2017 - 2018 Budget

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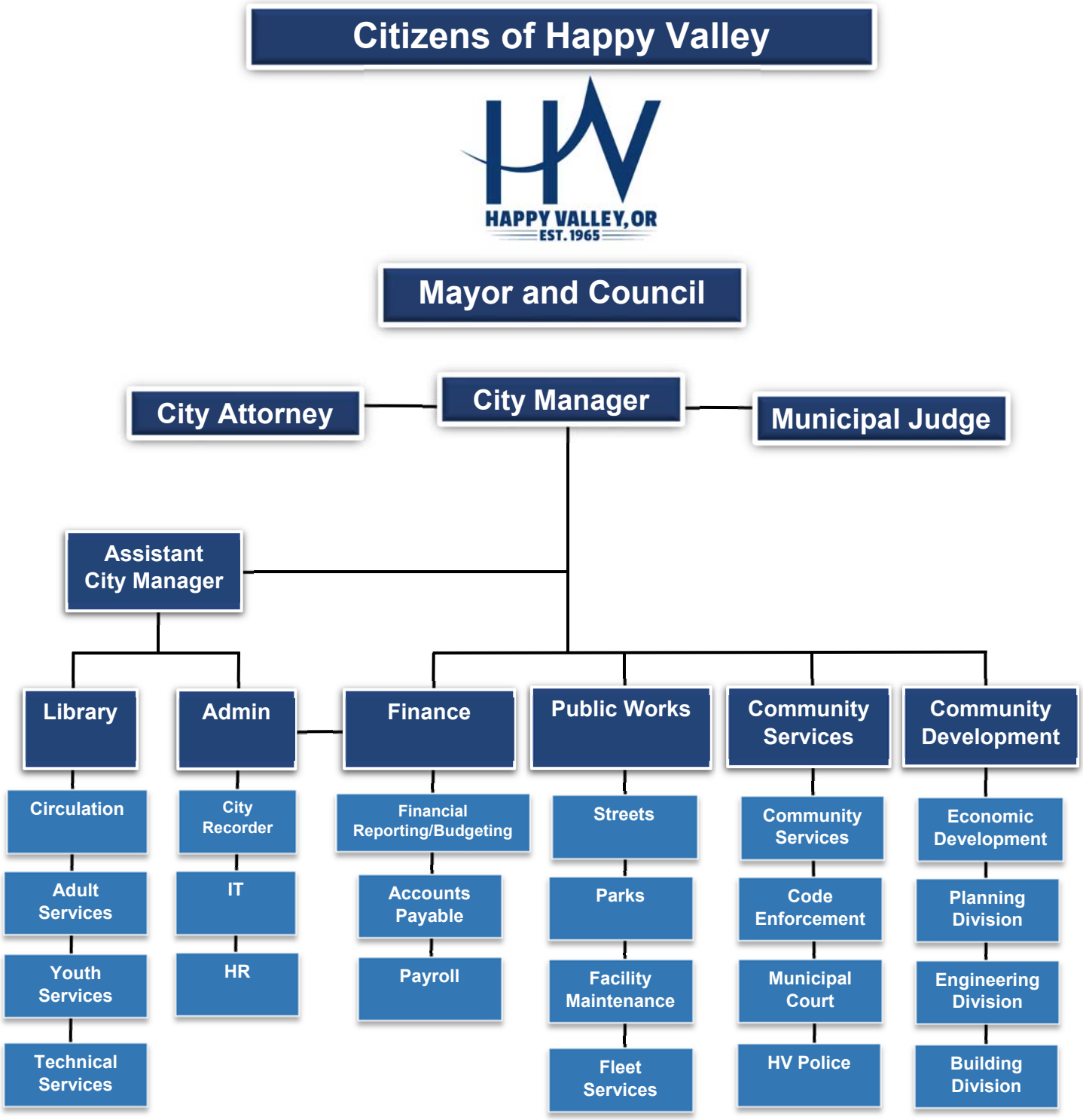
City of Happy Valley Organization Chart

Population 18,822



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Budget Committee

Council Members

Lori DeRemer – Mayor
Tom Ellis – Council President
Markley Drake – Councilor
Brett Sherman – Councilor
David Golobay - Councilor

Citizen Members

Diane Morrow
William Bersie
Heidi Steen
Avi Patel
John Shepherd

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of Happy Valley

Oregon

For the Fiscal Year Beginning

July 1, 2016

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to City of Happy Valley, Oregon for its annual budget for the fiscal period beginning July 1, 2016. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device. This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

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Mission Statement

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

Citywide goals:

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

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City Manager's Budget Message

To The Budget Committee:

I am pleased to present the 2017-18 fiscal year budget. The total for this budget is $41.2 million and includes $33.8 million of resources excluding transfers between funds and $20.3 million of expenditures excluding transfers, contingency, and reserves for future expenditures. This budget increased overall by 15.5% from the 2016-17 budget of $35.7 million. This change is due to increases in transfers between funds, amounts reserved for future expenditures, and capital outlay. The charts on pages 16-18 show dollar and percentage changes from the 2016-17 budget to the 2017-18 budget by fund and category as well as the total budget changes by category.

This budget includes four new funds. The Transportation System Development Charges (SDC) Fund will account for the city's transportation system SDC function. This includes establishing an SDC methodology, collection of SDCs related to development, and construction projects per the capital improvement plan (CIP) for transportation. This function was previously provided by the Joint TSDC Program with Clackamas County. The decision was made to exit the joint program and take control of transportation infrastructure development within the city.

The Facility Capital Projects Fund will account for the purchase of a site and the construction of facilities for the provision of services. Current city facilities housing public works, streets, parks, and police can no longer accommodate the level of service required for a city of our size. There are also ongoing discussions regarding a change to the district model approach and any changes resulting from those discussions would require additional facilities. However, those changes would not negate the fact that upgraded facilities are essential to provide current city services.

The Library Reserve for Replacement and Street Reserve for Replacement Funds will be offshoots of the Reserve for Replacement Fund. We determined one reserve fund for all the various functions was not as transparent as we would like so it was separated into three funds. Each fund will have a replacement list and schedule for its specific set of items. We believe having a separate reserve fund for each of the General, Library, and Street functions will provide greater transparency into the amounts dedicated for each function.

Another change from the previous budget is there are no debt payments in this 2017-18 budget. The only debt held by the city was issued in 2007 to build the City Hall facility. The original issue was for a 20-year period with over half of the debt callable after ten years in 2017. Because of our ongoing conservative fiscal practices the city saved enough money to call the debt and pay the entire outstanding amount on March 27, 2017. This early payoff of our only debt saved almost $900,000 in interest.

Economic Outlook

While we continue to see healthy development activity, it has slowed somewhat during the 2016-17 fiscal year. We believe the slowdown will continue into the 2017-18 fiscal year so we decreased development revenue in this budget compared to the previous budget. There are many areas available for development within the city but the process to get them from undeveloped parcel to developed site takes time. That amount of time varies so even though we show lower revenue amounts in this budget we believe the five-year outlook is positive.

Development activity will increase population which will increase revenues received on a per capita basis such as state shared revenues. Development will also increase assessed value which will increase property tax revenues. Revenues associated with higher population and assessed value are much more predictable than revenue associated with development activity. Given these predictable and unpredictable revenue streams, our goal is to budget

ongoing operations based on predictable revenue streams and use unpredictable revenue for one time type expenditures such as a new facility. This proactive method of setting aside funds for large one time purchases will allow the city to provide a constant level of service even when development activity fluctuates.

One ongoing concern regarding expenditures, is the Public Employee Retirement System (PERS) and its associated employer rate increases. Legislative changes to PERS are required otherwise it is likely the city will see continued increases in employer rates for the foreseeable future. This budget includes the increased rates from PERS and increased Tier1/Tier 2 rates by 5.67% from 14.40% to 20.07% and OPSRP rates by 2.94% from 11.08% to 14.02%. As PERS rates are reassessed every two years, these rates will remain in effect in our 2018-19 budget as well. This biennia reassessment of rates almost guarantees an increase in the 2019-21 biennium due to the lag in data used for the reassessment.

Challenges

We continue to evaluate how services will be provided for our residents and businesses. The district model we currently operate under has presented serious challenges given the wide-ranging development happening within the city. While relationships with our governmental partners are important, our primary responsibility is to deliver the best service at the most appropriate cost for our citizens. Transportation infrastructure, sanitary sewer infrastructure, parks, and open spaces are essential components of development and livability. The city must be a decision maker in those processes if we are to be the ones to determine the ultimate look and feel of our city.

The city has operated under the district model for many years and any change will be extensively evaluated to ensure it aligns with our long-term goals and strategies. The choice to provide additional services may necessitate larger facilities, could require the city to issue debt and could require citizens to approve an additional operating levy. These decisions are many faceted and all implications associated with them are not accounted for in this budget. If changes are made, a supplemental budget process may be undertaken during the fiscal year to allow for the provision of any additional services.

This budget, like past budgets, contains transfers to reserve funds. We use reserve funds to prepare for the foreseeable replacement of capital assets and to provide necessary operations during periods of revenue declines. Reserving money for the future is an essential component of any long term financial plan and aids in the achievement of our long term strategic goals. As with past budgets, we strive to strike the right balance between how much we spend on current requirements and how much we reserve for known and unknown long term requirements.

Personnel expenditures

Happy Valley continues grow with annexations, new housing developments, and commercial/industrial projects. This development activity is very beneficial long term for our city but makes it difficult to determine when to add employees rather than use contracted services. In this budget, we increase full time equivalent (FTE) staff by 3.0 from the previous budget with 1.0 FTE in Administration and 1.0 FTE for Economic and Community Development in the General Fund. There is also a 1.0 FTE increase in the Library Fund due to a better approximation of part time hours.

Personnel costs also include contributions to PERS. PERS rates are expected to rise over the next two biennia based on information we received from PERS staff. The first of those increases is reflected in this budget as they are effective July 2017.

Goals and Initiatives

As a growing city, it is important for Happy Valley to be able to determine where development happens, when it happens, and what it looks like within our boundaries. To do that we must control the infrastructure required for that development. Sewer, roads, parks, and open spaces are the infrastructure necessary for development and operating under the district model does not allow Happy Valley to be in control of that infrastructure. When we were a small

community with limited development the district model worked but as a growing, developing city of 20,000 residents the effectiveness of that model must be reviewed. Change is difficult and messy but well worth the struggle because in the end we will be in control of our destiny. We will have the power to determine what our city looks like in the future and that will ultimately benefit all our residents.

Our funding source for police services is not permanent so Council and staff continue to work with our partners at the local, county, and state level for viable permanent funding mechanisms. The number of officers provided by the police contract with Clackamas County increased by one officer from the previous budget. As always, we evaluate service levels each fiscal year to determine when additional officers are needed and when they can be supported by the current operating levy.

Happy Valley, like many other jurisdictions, has a shortfall of revenues to fund street maintenance at a level consistent with standards. Development and annexations also increase the miles of streets owned by the City. Efforts continue to work with partners at every level to secure funding for street maintenance. Council has information on several options for transportation funding and will determine which is the best fit for our needs.

Funding from NCPRD for our parks, trails, and open spaces continues to be lower than the expenditures associated with maintenance of these amenities. The Park Fund shows a transfer in from the General Fund to cover its annual operating shortfall. The City is in the process of withdrawing from the parks district and assuming those services locally.

The City's fiscal policies are consistent with those used during preparation of the previous budget. It is our ongoing goal to balance short term needs and long term goals by creating reserve levels adequate to continue high levels of service during times when activity has waned and funding sources becomes less predictable.

Conclusion

We are currently in a positive economic cycle which gives us the opportunity to concentrate on long term strategies. We can contemplate the important questions about the city: What will the city look like 10 or 20 years from now? What services and amenities will be provided to our citizens and who is best suited to provide them? Do our policies attract the businesses and citizens we hope to attract? How do we maintain the look and feel of the community as we grow our city to 30,000 or 40,000 residents? These are the questions we continue to discuss as decisions are made regarding ongoing development, annexations, service model changes, and infrastructure requirements. These are the big questions and the answers will have lasting implications for this city.

We use our five-year projection process to address these questions and look beyond the next fiscal year. The process help us better understand the longer-term ramifications of decisions we make today. We then integrate that knowledge into the budget process each year so our short-term plan is in alignment with our long-term plan. Given what we know and what we project for the coming fiscal year, this budget positions us to evaluate and address issues as well as provide adequate funding for operations.

Each year we strive to improve our budget and make it a document useful to those both inside and outside the organization. We believe our budget conveys the spirit of our city and translates our goals into a spending plan for the upcoming fiscal year. I want to thank everyone who participates in this budget process for their commitment to the success of the budget which aides in the success of the city.

Respectfully submitted,
Jason Tuck,
City Manager and Budget Officer

City of Happy Valley
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Happy Valley Overview

Happy Valley, Oregon is located in Clackamas County and is in the northwest corner of the state of Oregon. The city has a total area of approximately 8.5 square miles. It is a member of the Portland, Oregon metropolitan area bordering Portland on the southeast. The city is located within Clackamas County which is governed by a five-member board of commissioners. The city is included in several special districts governed by the Clackamas County Board of Commissioners. The city is also part of Metro, the regional government for the Portland metropolitan area. The city's interaction with Metro is in the areas of land use planning including the urban growth boundary, management of regional parks and natural area systems, and regional transportation systems.

Happy Valley includes beautiful parks, meandering trails, well maintained streets, safe neighborhoods, and attractive commercial centers, Happy Valley is a wonderful place to call home. Much of the look and feel of the city took decades of thoughtful planning and steadfast leadership to instill development standards that reflect the community values. Since its incorporation as a city, Happy Valley has grown from a rural area with a population of approximately 300 people to a thriving city of nearly 20,000 residents. Happy Valley is one of the fastest growing cities and has one of the highest median family incomes in Oregon. We are proud of our heritage and excited for the future ahead.

Happy Valley was organized in November of 1965, as a Council-Mayor form of government. From January 1991 to December 2000 the City operated under Ordinance 105 that created the position of City Administrator and operated under the Council-Administrator form of government. On November 7, 2000 voters approved a new charter now referred to as the 2000 Happy Valley Charter. The new charter created the position of City Manager and new form of government, Council-Manager. The City Manager is the administrative head of the city government.

Happy Valley is governed by the City Council, which is comprised of three City councilors, one Council president, and the Mayor. All councilors and the mayor serve four-year terms and are elected by the voters of Happy Valley in the general election in November. The City Manager is appointed by, reports to, and is responsible to the Mayor and City Council.

Councilor terms are staggered so term expiration occurs every two years. This assures the city has at least two experienced Council members at all times. The Happy Valley Council serves on a voluntary basis, and dedicates a considerable amount of time in their involvement not only at Council meetings but also as representatives of the City in regional and statewide capacities. Council meets the first and third Tuesday of each month at City Hall. Council meetings are recorded and available for replay on the city's website: www.happyvalleyor.gov

The administration is committed to customer service, efficiency, and transparency. The City operates its own municipal court and provides street maintenance and operations, planning, engineering, building inspections, transportation planning, library, code enforcement, and community events. The City contracts with Clackamas County to provide police services funded by a local option levy first approved by the citizens in 2002 and passed again in 2006, 2010, and 2015. Sewer, storm water management, water, parks and recreation, K12 and community college, and fire and emergency services are provided by separate districts overlaying the city.

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The city received the Certificate of Achievement for Excellence in Financial Reporting award from the Government Finance Officers Association (GFOA) for its 2016 Comprehensive Annual Financial Report (CAFR). This was the second time the city applied to the GFOA for the award program second time it received the CAFR award.

Budget Process

Happy Valley prepares and adopts an annual budget in accordance with ORS 294.305 through 294.565. The budget is presented in fund and department categories for the fiscal year. Over-expenditures in any category are a violation of local budget law. Any unexpended budget appropriations lapse at the end of the fiscal year because the city does not employ an encumbrance system to encumber funds from one budget year to the next.

The Budget Committee for Happy Valley consists of the Council plus an equal number of legal voters who have resided in the city for at least a year. The citizen members are appointed by Council. Since Happy Valley has five councilors the Budget Committee consists of ten members, with the vote of each member being equal.

This committee is established in accordance with the provisions of Oregon Revised Statutes to review the City Manager's Proposed Budget document as prepared by the budget officer and to recommend a budget they approve to the Council for adoption. Terms for citizen members on the budget committee are three years. The City Recorder is the official record keeper for the committee and the Finance Director is the staff liaison.

Budgeted appropriations may be transferred after adoption of the budget document using a budget resolution passed by Council. The budget may be amended during the fiscal year using a supplemental budget process as outlined in Oregon Revised Statutes governing local budget law. Supplemental budgets are adopted during a public hearing at a Council meeting and do not extend beyond the end of the fiscal year.

The City Manager is responsible for management of the overall budget and for maintaining budgetary control at the adopted appropriation level including any budget resolutions and supplemental budgets passed by Council. Ongoing review and monitoring of revenues and expenditures is performed by the Finance Department in collaboration with the respective department directors.

Budget Phases and Calendar

Pre-budget – Long Term Planning
December – February

Update the five-year financial projection. This process is completed each year prior to the beginning of the budget process. Long term issues and ideas are discussed and reviewed during the five-year projection process.

The projection is prepared by the Finance Department under the guidance of the City Manager. Projection assumptions are reviewed, updated and then applied to the current year forecast. The updated projection is reviewed by the management team.

After adjustments are made, the draft projection is presented to the Council at a work session. Changes from the Council are incorporated into the projection and a final version is then presented at the next available regular session for acceptance of the projection. The first year of the finalized projection is used as the basis for the annual budget.

Phase 1
February – April

Review and further refine numbers from the five-year projection based on the current year forecast and other available pertinent information. The management team meets to discuss and review all funds, programs, and services. During this timeframe, Budget Buddy meetings are held to educate the citizen volunteers on the Budget Committee about the budget process as well as city departments and services. The Proposed Budget is created based on programs and services planned for the upcoming budget period as well as information from the five-year projection to incorporate a longer-term vision.

Phase 2
April – May

The Budget Committee Meeting is held at City Hall. This public meeting requires public notices set out in statute. The entire Budget Committee is in attendance along with the city manager, department directors and other staff. City staff is in attendance to present the Proposed Budget and Budget Message as well as answer any questions the Budget Committee members may have regarding the Proposed Budget.

The Budget Committee Meeting allows in-depth review and discussion of the Proposed Budget. After discussion and review of the Proposed Budget is complete, the Budget Committee members vote on the budget. The budget and tax levies are approved if a majority of the committee votes in favor of the Proposed Budget including changes voted on and passed by the committee during the meeting. This vote of approval by the Budget Committee allows the Finance Department to convert the Proposed Budget into the Approved Budget. The Approved Budget is then sent to the Council for the Budget Hearing and adoption.

Phase 3
June – July

The Approved Budget is presented to City Council during a public meeting for adoption. Council holds a hearing to discuss the use of state shared revenues and passes resolutions to certify provision of city services and the election to receive state shared revenues. The Council holds the budget hearing to review and deliberate the Approved Budget. Council passes a resolution to adopt the budget, make appropriations, and impose taxes. If necessary, resolutions to create new reserve funds are also passed during this meeting.

Adoption of the budget by the Council allows the Finance Department to update the budget document to the Adopted version. The Adopted Budget is effective beginning July 1 of the fiscal year. The budget resolutions and property tax certification are submitted to the County before July 15 in order for the property taxes to be assessed.

Phase 4
July – June

If during the fiscal year a transfer of appropriation becomes necessary, the Finance Director and City Manager submit a resolution to the Council for approval. An increase in appropriation or creation of a new appropriation category or fund requires the Council to adopt a supplemental budget. A supplemental budget modifies the adopted budget and is effective through the end of the fiscal year.

Basis of Budgeting

All funds are budgeted using the modified accrual basis of accounting in accordance with budgetary accounting practices. In the modified accrual basis of accounting, revenues are recognized when they become available and measureable. Measurable means the amount is known and available means it is collectible within the current period or soon enough after the end of the current period to pay liabilities of the current period. Major revenues considered measurable and available under the modified accrual basis of accounting are property taxes, franchise fees, and intergovernmental revenues received within 60 days of the end of the fiscal year. Expenditures are recognized when the liability is incurred, except for interest on general long-term obligations which is recorded when due.

The following governmental funds are included in this budget: General, Street, Library, Parks, Storm Drain SDC, Transportation SDC, Pedestrian Improvement Projects (PIP), Public Safety, and Facility Capital Projects funds. Also, included in the budget are the following reserve funds which are budgeted per Oregon local budget law but are combined into one of the governmental funds in the Comprehensive Annual Financial Report: General Operations Reserve, General Reserve for Replacement, Library Reserve for Replacement, and Street Reserve for Replacement. Funds shown for historical purposes only are the Reserve for Pension and Reserve for Debt Service funds.

Basis of Auditing

In the Comprehensive Annual Financial Report (CAFR), governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Property taxes, franchise taxes, licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the government.

Net Assets

The comprehensible financial report includes information about the City as a whole using accounting methods similar to those used by private-sector companies. The government-wide statements report the City's net position and how it has changed. Net position is the difference between the City's assets, deferred outflows of resources, liabilities and deferred inflows of resources and are a way to measure the City's financial health. Over time, increases or decreases in the City's net position are indicators of whether its financial health is improving or deteriorating, respectively. To assess the overall health of the City, one must consider additional non-financial factors such as the City's tax base, local and statewide economic and legislative climate, as well as many other factors.

Fund Balance

In the budget each fund shows a beginning and ending fund balance. Fund balance refers to the excess of the assets of a fund over its liabilities and reserves. Budgeted beginning fund balance in a fund is an estimate of where that fund will be at the end of the preceding fiscal year. This amount is used in the budget process as part of the estimate of total resources for a fund. Ending fund balance is calculated based on the expenditures and resources estimated for the fiscal year in the current year.

Financial Policies

The City of Happy Valley has a responsibility to its citizens to carefully account for public funds and to manage municipal finances wisely. The City Council is ultimately responsible for decisions concerning the City Charter, ordinances, and all applicable state and federal laws in its decision making. These policies are designed to establish guidelines for the fiscal stability of Happy Valley and to provide guidance for the city manager.

Budget

The City shall prepare, adopt and amend its annual budget in accordance with Oregon Revised Statutes governing local budget law.

A balanced budget is a budget where revenues are equal to expenditures and neither a budget deficit nor a budget surplus exits. In the case of the city budget, it refers to a budget that does not have a budget deficit, but could possibly have a budget surplus. The budget surplus could be in the form of an unappropriated ending fund balance, a contingency amount, or an amount reserved for future expenditures. These categories allow amounts to be set aside and not expended in the current fiscal year.

The Finance Director will be responsible for maintaining a budgetary control system to ensure adherence to the adopted budget. The budget will support the Council's goals, long-range plans, as well as the needs of the community.

Asset Investment

Management responsibility for the asset investment program is delegated to the Finance Director with oversight by the City Manager. The Finance Director shall adhere to the Oregon Revised Statutes regarding managing the investment program for the city.

The Finance Director will invest the city's surplus funds only in those investments authorized by Oregon Revised Statutes. The city will not invest in stocks and it will not speculate or deal in futures or options.

The city will conduct business only with financial institutions (banks investment brokers, investment bankers, trustees, paying agents, registrants, etc.) deemed to be credit worthy. Safety of principal is the foremost objective of the city. Each investment transaction shall be undertaken in a manner that seeks to ensure preservation of capital and avoidance of capital losses through securities defaults, erosion of market value or other risks.

The Finance Director shall match the city's investment portfolio with its cash flow requirement. Due to the changing requirements of cash flow caused by factors not totally within the control of the Finance Director, the ability to convert a security into cash must be considered.

Investments of the city shall be acquired in a manner designed to attain the maximum rate of return through all budget and economic cycles, taking into account constraints on investment instruments, cash flow characteristics of transactions and safety of principal.

The Director of Finance and IT will maintain a capital asset record keeping system, to record capital asset values as support for amounts recorded in the financial statements, as well as establish specific procedures to ensure both the acquisition and retirement of capital assets are recorded on an ongoing basis.

Revenue

Dedicated revenue sources shall only be used for the purpose for which they are collected. One-time revenue sources will not be used to fund ongoing activities of the city. The city will closely manage the collection of revenues and when necessary, discontinuing service, collection agencies, liens, and other collection methods may be used.

The city shall endeavor to diversity its revenue system so as to shelter operations from over reliance on any specific revenue source. Interest earned shall be distributed to the appropriate fund in accordance with the equity balance of the particular fund from which the money was provided for investment.

Debt

Debt shall not be used for operational expenditures. No debt shall be in existence for longer than the useful life of the capital investment for which the debt was incurred.

The city will examine financial alternatives in addition to long-term debt. These alternatives include pay-as-you-go, joint financing, reserve funds, lease-purchase, local improvement districts, special assessments, borrowing from other funds, system development charges, and developer contributions. A cost benefit analysis will be performed for any alternative being considered with the goal of minimizing the cost of financing.

The city shall ensure its debt margins are within the 3 percent limitation as set forth in the Oregon Revised Statutes. The city will be actively involved in the selection of all financial advisors, underwriters, paying agents and bond counsel. Costs associated with the issuance of debt will be kept to a minimum while maintaining the goal of conducting business with stable, low risk, credit worthy firms.

Accounting

The city shall establish and maintain its accounting systems in accordance with Generally Accepted Accounting Principles (GAAP) and shall adhere to the principles and standards promulgated by the Government Accounting Standards Board (GASB) and the Financial Accounting Standards Board (FASB) using guidance suggested by the Government Finance Officers Association (GFOA). The city shall maintain an accurate and current record of its capital assets in order to factor its investment in these capital assets into the fees the city charges for services.

An annual audit shall be performed by an independent public accounting firm, which will issue an official opinion on the annual financial statements, as well as identify areas needing improvement, if required. A Comprehensive Annual Financial Report shall be to present the results, financial position and operations of the city for the prior fiscal year.

Reserve and Contingency

The city shall maintain a contingency plan in order to respond to significant shortfalls in the budget. The plan shall outline an appropriate course of action that management should take in response to significant gaps between revenues and expenditures. Policy 13-04 Budget Reserves & Contingency covers this issue.

The Council policy is to budget 20% of total expenditures to mitigate short term volatility of revenues, mitigate short term economic downturns, absorb unanticipated operating needs, and meet operating cash flow requirement prior to collection of property taxes and other operating revenues.

Long Term Debt

In August 2007, Happy Valley issued $5,000,000 of full faith and credit obligation bonds to provide funds for the construction of a new city hall building. Interest coupon rates range from 4% to 4.25%. The bonds are direct obligations and pledge the full faith and credit of the City. They were issued as 20-year serial bonds with increasing principal amounts due each year. During the 2016-17 budget period, the City paid off the remaining callable principal balance of $3,530,000. Paying off the balance 10 years early saved the City nearly $900,000 in interest payments. As there is no remaining long term debt, the Reserve for Debt Service Fund is shown in this budget for historical purposes only.

In the budget, debt payments are classified as expenditures for the fiscal year. In the CAFR, long-term debt is reported as a liability and payments are a reduction of that liability and not an expenditure. In the Reserve for Debt Service Fund financial statement in the CAFR, bond premiums and discounts and bond issuance costs, are recognized when incurred. The face amount of the debt issued and premiums received on debt issuances are reported as other financing sources while discounts are reported as other financing uses. Issuance costs whether or not withheld from the actual debt proceeds received are reported as debt service expenditures.

Pursuant to Oregon Revised Statute 287.004, outstanding general obligation debt for cities in Oregon cannot exceed three percent of the real market value of all properties within the city limits. For Happy Valley, this maximum is $74 million as of June 2017. The city has not issued debt subject to this limitation.

Currently the city has no plan to issue any debt however, we are in the midst of reviewing our service model to determine if it would benefit our citizens for the city to provide services currently provided by overlapping districts. If the decision is made to change our service model it is likely the City will issue debt sometime in the future. We are also reviewing the feasibility of moving and expanding our public works facility. If it is determined a new facility is required, it is possible debt would be issued to purchase a site and construct a facility.

Residents of Happy Valley are subject to debt outside of that issued by the City. Debt issued by overlapping districts becomes part of the debt burden if residents are within those overlapping districts. Happy Valley residents may be part of various overlapping districts including school, community college, sewer, parks, and fire, as well as county and regional government districts.

Goals

Manage Growth

With an increase in land use applications, it will be critical for the City to continue to be responsive and customer-focused with developers while also implementing the collective community vision. As more properties annex to Happy Valley, the City will need to adopt a second Urban Growth Management Area for the former Damascus area and begin the process of a comprehensive plan update.

Evaluate Service District Model

The City will need to continue to evaluate essential service areas to determine the best approach to transition from the current district model to one where the City provides these services for our residents. In 2018, the focus will be on retail sewer, transportation, and park services.

Increase Transportation Maintenance Funding

As local roads begin to age and require more routine maintenance at the same time fuel tax dollars decrease across the State, the City needs to secure more sustainable funding for roads. Not maintaining roads today could result in costs ten times greater in the future to rebuild local streets.

Police District Legislation

In 2017, the City continued its discussion regarding a legislative concept that would allow cities to create local police districts with a permanent tax rate. While the initial feedback was cautionary from legislators and lobbyists, the City will continue to create awareness for our unique funding challenge and build support for a police district concept.

Summary of 2017-18 fiscal year budget

Happy Valley budgets at the fund level. A fund is a fiscal and accounting entity with self-balancing accounts to record cash and other financial resources, related liabilities, and balances and changes, which are segregated for specific activities and objectives. Happy Valley uses only governmental fund types. Governmental funds are used to account for most of the city's functions and include general, special revenue, debt service, and capital projects funds.

Description of Funds

General Fund – accounts for all financial resources and expenditures of the City, except those required to be accounted for in another fund. The principal revenue sources are property taxes, intergovernmental revenues, various fees for provided services, and interest income.

Street Fund – accounts for shared state highway revenues and expenditures authorized by the Oregon Constitution to be made from those revenues. This fund also accounts for other revenue sources so expenditures are also made from this fund based on those revenue sources.

Library Fund – accounts for operations and maintenance of library services within the area designated by the Library District. Revenues are primarily from the Library District calculated distribution based on an intergovernmental agreement.

Parks Fund – accounts for maintenance of Happy Valley Park and city trail system. Revenues are primarily payments from North Clackamas Park and Recreation District based on an intergovernmental agreement as well as a transfer from the General Fund to account for inadequate revenues received for the level of expenditures required for this function.

Storm and Park Systems Development Charge (SDC) Fund – accounts for City's development of storm drain and parks infrastructure and improvements. Expenditures include credits to developers and capital outlay for items on the capital improvement plan. Revenues are primarily fees collected from developers.

Transportation Systems Development Charge (SDC) Fund – accounts for City's development of transportation infrastructure and improvements. Expenditures include credits to developers and capital outlay for items on the capital improvement plan. Revenues are primarily fees collected from developers.

Pedestrian Improvement Projects (PIP) Fund – accounts for pedestrian improvement projects such as bike lanes, pedestrian crossings, pedestrian refuge, sidewalks, and pathways. Revenues in this fund are transfers from the General Fund.

Public Safety Fund – accounts for public safety operations and maintenance within the city. Revenues are primarily from a local option levy. Expenditures include a contract for police services.

Facilities Capital Projects Fund – accounts for the purchase of land and construction of new facilities. Revenues in this fund are transfers from the General Fund.

The following reserve funds are budgeted per Oregon local budget law. However, they are not considered separate funds for financial reporting and are combined into one of the above funds in the CAFR.

General Operations Reserve Fund – reserve amounts to offset the cyclical nature of resources used to provide the general operations of the City. Revenues are transfers from the General Fund.

General Reserve for Replacement Fund – reserve amounts for purchase of large dollar maintenance and capital replacement and purchase, according to an annually reviewed and updated replacement schedule. Accounting for these items here allows operational expenditures to be comparable year over year without spikes caused by capital replacement purchases. Revenues are transfers from the General Fund and PEG fees.

Library Reserve for Replacement Fund – reserve amounts for purchase of large dollar maintenance and capital replacement and purchase, according to an annually reviewed and updated Library replacement schedule. Accounting for these items here allows operational expenditures to be comparable year over year without spikes caused by capital replacement purchases. Revenues are transfers from the Library Fund.

Street Reserve for Replacement Fund – reserve amounts for purchase of large dollar maintenance and capital replacement and purchase, according to an annually reviewed and updated Street replacement schedule. Accounting for these items here allows operational expenditures to be comparable year over year without spikes caused by capital replacement purchases. Revenues are transfers from the Street Fund.

Highlights

The budget for the fiscal year beginning July 1, 2017 and ending June 30, 2018 totals $41.3 million. This is an increase of 16% over the 2016-17 fiscal year budget which totaled $35.7 million.

In this 2017-18 budget, personnel services represent 17% of total budgeted expenditures at $7 million, up from $6.9 million budgeted in 2016-17. This increase was due to added staff in the General Fund and the Library Fund.

Materials and services represent 17% of the total at $7.2 million, this increased from $6.3 million in the previous budget. Capital outlay is 15% of total budgeted expenditures at $6.2 million compared to 11% and $4 million in the 2016-17 budget. Most of this increase was due to the total amount in the new Facility Capital Projects Fund appropriated as Capital Outlay for the construction of a new facility.

The remaining $21 million is made up of transfers, contingency, and reserved for future expenditures. Transfers of $7.4 million increased from the $4.9 million budgeted in 2016-17, contingency of $4.2 million is up from the $4.1 million in the previous budget, and reserved for future expenditures at $9.4 million increased from $5.8 million in the 2016-17 budget.

Transfers increased $2.4 million due to the Library and Street Reserve for Replacement Fund balances being transferred to their own reserve funds plus a transfer of $1.5 million from the General Fund was made to the Facility Capital Projects Fund.

In the new Transportation SDC fund, $3 million is budgeted for SDC revenue. This includes an estimated amount to be received from Clackamas County pending withdrawal from the Joint Transportation SDC Program. The majority of this amount is appropriated as Reserved for Future expenditures.

Administrative costs in the General Fund benefit all departments and are allocated to departments and funds based on the cost allocation plan. The plan is reviewed and updated each year to reflect any changes in the organization. Transfers from the Parks, Street, Library, Public Safety, and PIP Funds to the General Fund cover the cost of general administration per the cost allocation plan.

Below is the chart of transfers in and out for all funds in this budget.

	General Fund	Parks Fund	Street Fund	Library Fund	Public Safety Fund	Ped Improv Proj	Transportation SDC Fund	Facility Capital Projects Fund	Reserve for Rplcmnt Funds	Total Interfund Transfers
Transfers In	1,482,775	330,023	-	-	62,000	100,000	-	1,500,000	3,980,900	7,455,698
Transfers Out	(2,330,023)	(127,650)	(320,000)	(1,213,925)	(424,840)	(46,360)	(150,000)	-	(2,842,900)	(7,455,698)
Total by Fund	(847,248)	202,373	(320,000)	(1,213,925)	(362,840)	53,640	(150,000)	1,500,000	1,138,000	-

The reserved for future expenditures went from $5.8 million in the previous budget to $9.4 million is this budget. These reserves include fees paid in lieu of construction, amounts for mitigation of the cyclical nature of the economy, amounts reserved for replacement of equipment, and amounts reserved for future capital projects. Contributing to this increase was the $2.8 million of transportation SDCs which are reserved for future SDC projects. Amounts reserved for future expenditures can be made available for appropriation using the supplemental budget process.

Amounts set aside for the replacement of equipment and facilities are determined based on schedules using replacement value, life of asset, and years until replacement. These schedules are used to justify amounts set aside in the three Reserve for Replacement Funds. The schedules are reviewed and all items evaluated on an annual basis. The schedules are updated as items are replaced and as new items are purchased and meet the criteria for addition.

Following are charts and tables showing overall budget information by fund, category and overall resources and requirements.

Total of All Funds - Happy Valley 2017-18 Budget

	Preceding 2014-15	Preceding 2015-16	Adopted Budget 2016-17	Estimate 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18	Adopted Budget 2017-18
Resources							
Beginning Fund Balance	11,893,844	14,753,475	16,710,457	18,863,041	16,496,971	16,496,971	16,496,971
Property Taxes	4,052,038	4,506,549	4,774,400	4,796,830	5,102,000	5,102,000	5,102,000
Licenses, Permits, & Fees	3,705,853	4,929,852	4,258,000	4,340,900	6,407,000	6,407,000	6,507,000
Intergovernmental	1,808,138	4,239,392	4,338,815	4,389,965	4,570,877	4,570,877	4,570,877
Fines and Court Related	508,507	579,912	525,000	560,000	580,000	580,000	580,000
Transfers from other Funds	6,143,938	2,929,855	4,839,320	4,774,520	7,405,698	7,405,698	7,405,698
Miscellaneous	372,325	413,321	223,500	350,000	630,750	630,750	630,750
Total Resources	**28,484,643**	**32,352,356**	**35,669,492**	**38,075,256**	**41,193,296**	**41,193,296**	**41,293,296**
Requirements							
Personnel Services	3,981,299	5,753,448	6,982,700	6,224,602	7,030,600	7,030,600	7,030,600
Materials & Services	4,460,263	5,145,954	6,255,290	5,494,080	7,093,000	7,093,000	7,193,000
Debt Service	375,944	371,700	3,603,513	3,603,513	-	-	-
Operations	**8,817,506**	**11,271,102**	**16,841,503**	**15,322,195**	**14,123,600**	**14,123,600**	**14,223,600**
Transfers to Other Funds	5,903,938	2,929,855	4,839,320	4,774,520	7,405,698	7,405,698	7,405,698
Capital Outlay	904,928	434,262	4,000,732	1,579,750	6,171,736	6,171,736	6,071,736
Operations, Transfers, Capital	**6,808,866**	**3,364,117**	**8,840,052**	**6,354,270**	**13,577,434**	**13,577,434**	**13,477,434**
Contingency	-	-	4,148,018	-	4,207,965	4,207,965	4,207,965
Reserved for Future Expenditures	5,020,087	5,764,432	5,839,919	2,198,974	9,284,297	9,284,297	9,384,297
Ending Fund Balance	7,838,184	11,952,705	-	14,199,818	-	-	-
Ending Fund Balance, Reserves, and Contingency	**12,858,271**	**17,717,137**	**9,987,937**	**16,398,792**	**13,492,262**	**13,492,262**	**13,592,262**
Total Requirements	**28,484,643**	**32,352,356**	**35,669,492**	**38,075,256**	**41,193,296**	**41,193,296**	**41,293,296**

Budget Positions	42.00	62.03	63.63	64.63	67.60	67.60	67.60
Monthly Operating Costs per Capita	$42	$51	$73	$66	$59	$59	$59

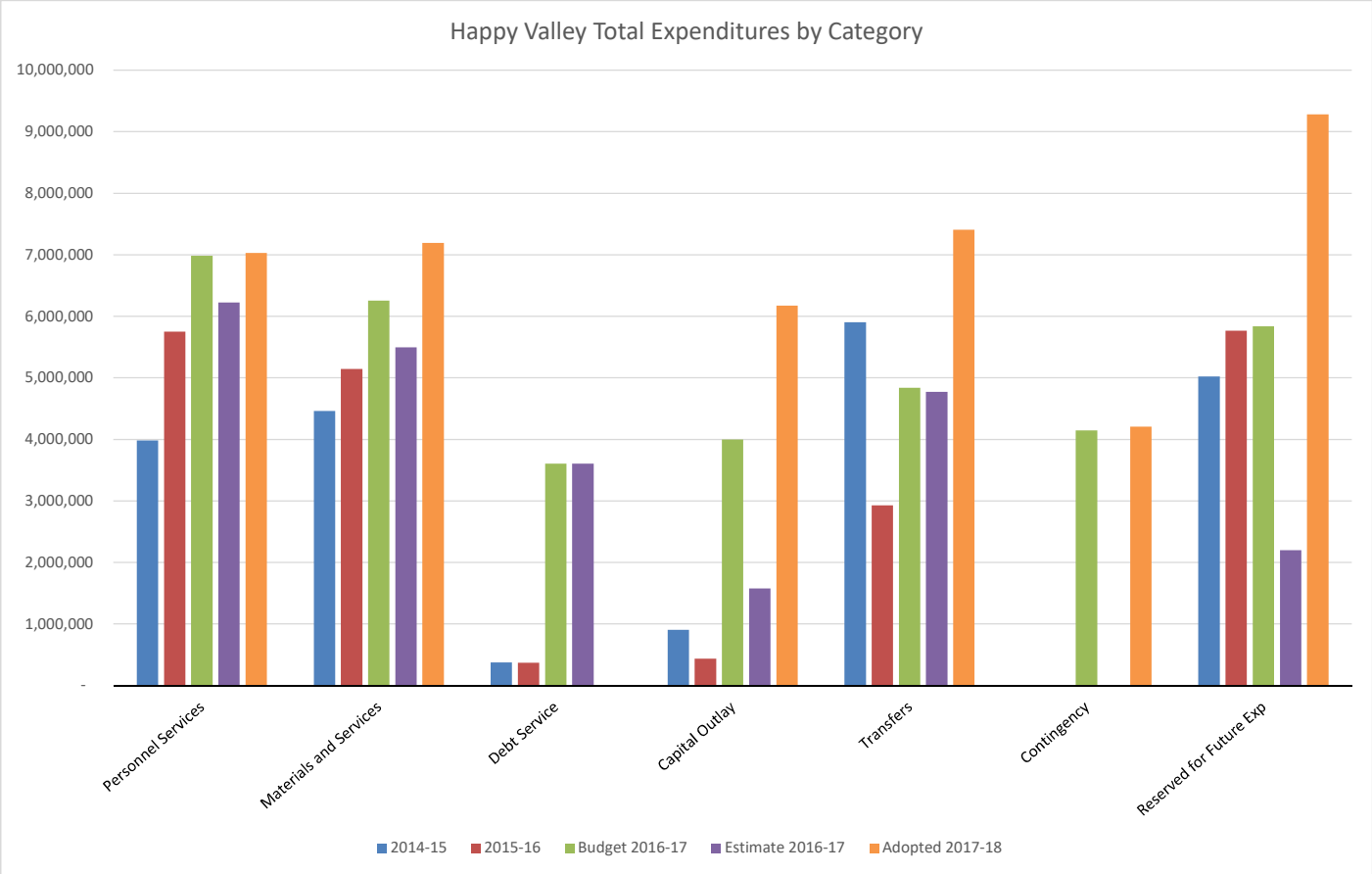
	Preceding 2014-15	Preceding 2015-16	Adopted Budget 2016-17	Estimate 2016-17	Adopted Budget 2017-18	Change from Adopted 2016-17 $	%
General Fund							
Beginning Fund Balance	6,601,560	3,106,307	3,060,468	4,206,967	3,965,727	905,259	29.6%
Property Taxes	1,339,482	1,476,614	1,547,900	1,569,830	1,650,000	102,100	6.6%
Intergovernmental	847,935	812,661	572,550	540,000	623,000	50,450	8.8%
Fees and charges	3,871,962	5,023,513	4,435,000	4,540,000	3,715,000	(720,000)	-16.2%
Misc	158,551	254,608	155,000	155,000	160,000	5,000	3.2%
Transfers In	624,038	822,855	994,320	994,320	1,482,775	488,455	49.1%
Resources Total	13,443,528	11,496,558	10,765,238	12,006,117	11,596,502	831,264	7.7%
Requirements							
Administration							
Personnel Services	914,370	1,067,367	1,311,400	1,219,500	1,407,000	95,600	7.3%
Materials and Services	746,642	994,070	1,058,000	1,082,840	1,234,000	176,000	16.6%
Administration Total	1,661,012	2,061,437	2,369,400	2,302,340	2,641,000	271,600	11.5%
Com Svcs & Public Safety							
Personnel Services	843,230	992,484	1,127,100	1,005,000	1,094,000	(33,100)	-2.9%
Materials and Services	54,861	50,618	62,200	68,000	72,500	10,300	16.6%
Com Svcs & Public Safety Total	898,091	1,043,102	1,189,300	1,073,000	1,166,500	(22,800)	-1.9%
Economic and Com Dev							
Personnel Services	1,539,906	1,735,987	2,151,800	1,940,300	2,278,100	126,300	5.9%
Materials and Services	243,326	321,889	329,500	332,500	335,000	5,500	1.7%
Economic and Com Dev Total	1,783,232	2,057,876	2,481,300	2,272,800	2,613,100	131,800	5.3%
Public Works							
Personnel Services	232,077	396,916	455,100	432,000	461,100	6,000	1.3%
Materials and Services	77,973	115,792	172,000	130,050	172,000	-	0.0%
Public Works Total	310,050	512,708	627,100	562,050	633,100	6,000	1.0%
Parks							
Personnel Services	142,693	141,785	-	-	-	-	N/A
Materials and Services	172,243	122,683	-	-	-	-	N/A
Parks Total	314,936	264,468	-	-	-	-	N/A
NonDepartmental	-	-	100,000	-	-	(100,000)	N/A
Transfers Out	5,369,900	1,350,000	1,865,000	1,830,200	2,280,023	415,023	22.3%
Contingency	-	-	2,133,138	-	2,262,779	129,641	6.1%
	10,337,221	7,289,591	10,765,238	8,040,390	11,596,502	831,264	7.7%
Parks Fund							
Resources	-	-	444,700	409,900	920,450	475,750	107.0%
Requirements							
Personnel Services	-	-	172,400	142,000	158,800	(13,600)	-7.9%
Materials and Services	-	-	173,400	169,000	209,000	35,600	20.5%
Capital Outlay	-	-	-	-	425,000	425,000	N/A
Transfers Out	-	-	98,900	98,900	127,650	28,750	29.1%
	-	-	444,700	409,900	920,450	475,750	107.0%

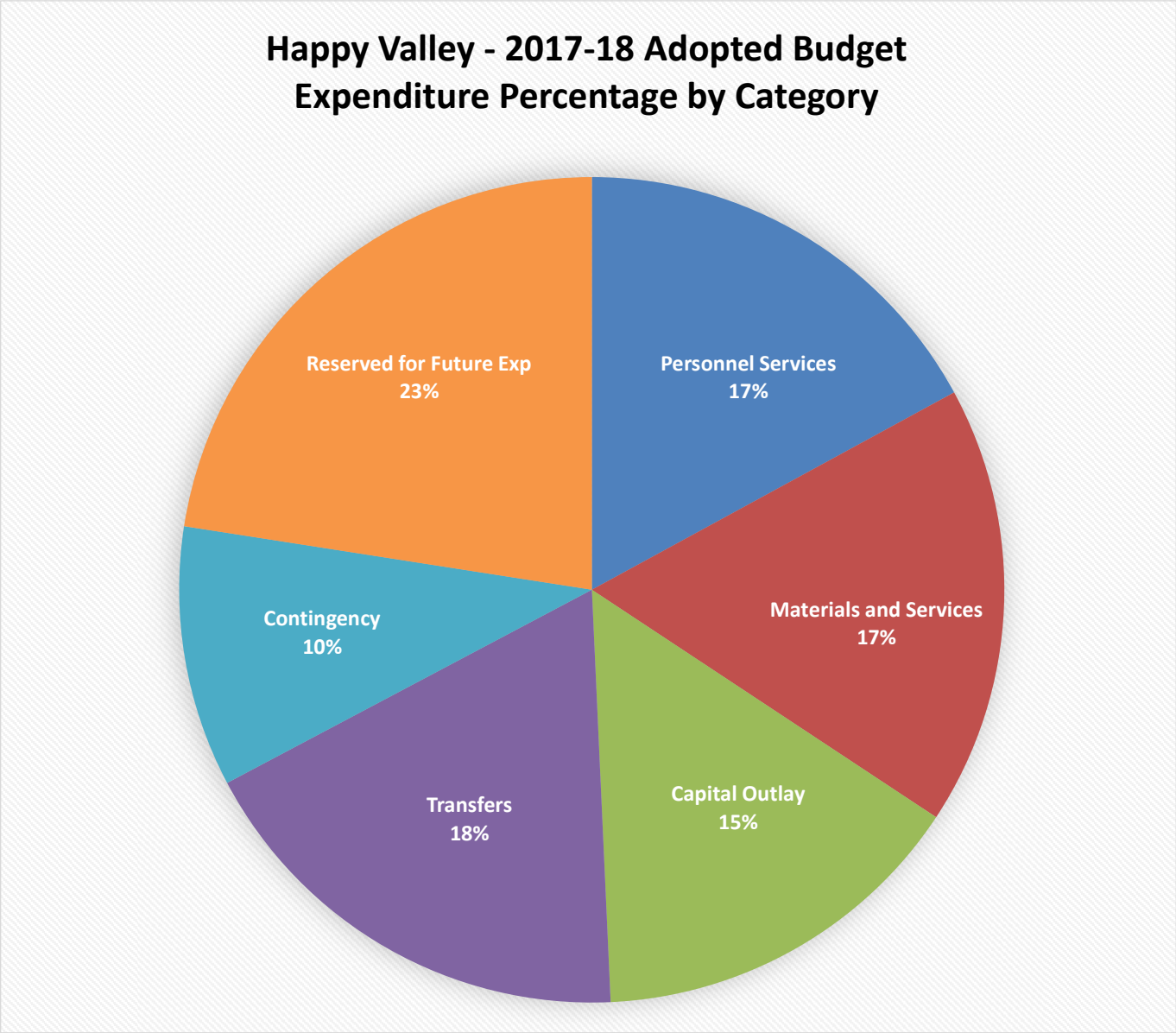
	Preceding 2014-15	Preceding 2015-16	Adopted Budget 2016-17	Estimate 2016-17	Adopted Budget 2017-18	Change from Adopted 2016-17 $	%
Public Safety Fund							
Resources	3,557,546	3,867,358	4,184,015	4,238,491	4,593,851	409,836	9.8%
Requirements							
Materials and Services	2,534,003	2,676,831	2,891,190	2,897,190	3,250,000	358,810	12.4%
Capital Outlay	-	-	-	-	10,000	10,000	N/A
Transfers Out	281,685	274,035	331,450	301,450	424,840	93,390	28.2%
Contingency	-	-	961,375	-	909,011	(52,364)	-5.4%
	2,815,688	2,950,866	4,184,015	3,198,640	4,593,851	409,836	9.8%
Library Fund							
Resources	-	5,379,606	5,193,005	5,343,248	4,122,000	(1,071,005)	-20.6%
Requirements							
Personnel Services	-	1,188,784	1,386,900	1,243,802	1,349,900	(37,000)	-2.7%
Materials and Services	-	428,609	513,000	416,000	522,000	9,000	1.8%
Transfers Out	-	976,190	2,239,600	2,239,600	1,213,925	(1,025,675)	-45.8%
Contingency	-	-	1,053,505	-	1,036,175	(17,330)	-1.6%
	-	2,593,583	5,193,005	3,899,402	4,122,000	(1,071,005)	-20.6%
Street Maintenance Fund							
Resources	2,733,251	1,749,399	2,658,832	3,053,321	2,871,551	212,719	8.0%
Requirements							
Personnel Services	309,023	230,125	278,000	242,000	281,700	3,700	1.3%
Materials and Services	246,026	196,923	281,000	278,500	348,500	67,500	24.0%
Capital Outlay	269,721	318,697	686,417	600,000	506,128	(180,289)	-26.3%
Transfers Out	192,503	296,278	267,470	267,470	320,000	52,530	19.6%
	1,017,273	1,042,023	1,512,887	1,387,970	1,456,328	(56,559)	-3.7%
Reserved - Future Expenditures	-	-	1,145,945	-	1,415,223	269,278	23.5%
Storm and Parks SDC Fund							
Resources	766,925	861,116	903,815	917,458	898,000	(5,815)	-0.6%
Requirements							
Materials and Services	-	-	-	-	100,000	100,000	N/A
Capital Outlay	66,110	25,658	903,815	115,000	898,000	(5,815)	-0.6%
	66,110	25,658	903,815	115,000	998,000	94,185	10.4%
Transportation SDC Fund							
Resources	-	-	-	-	3,005,000	3,005,000	N/A
Requirements							
Materials and Services	-	-	-	-	50,000	50,000	N/A
Transfers Out	-	-	-	-	150,000	150,000	N/A
	-	-	-	-	200,000	200,000	N/A
Reserved - Future Expenditures	-	-	-	-	2,805,000	2,805,000	N/A
Pedestrian Improvement Projects Fund							
Resources	813,991	887,695	882,400	921,968	982,068	99,668	11.3%
Requirements							
Materials and Services	2,857	-	10,000	-	10,000	-	0.0%
Capital Outlay	-	39,375	835,500	110,000	925,708	90,208	10.8%
Transfers Out	59,850	33,352	36,900	36,900	46,360	9,460	25.6%
	62,707	72,727	882,400	146,900	982,068	99,668	11.3%
Reserved - Future Expenditures	-	-	-	-	-	-	0.0%

	Preceding 2014-15	Preceding 2015-16	Adopted Budget 2016-17	Estimate 2016-17	Adopted Budget 2017-18	Change from Adopted 2016-17 $	%
Reserve for General Operations							
Resources	2,000,000	2,000,000	2,198,974	2,198,974	2,198,974	-	0.0%
Requirements							
Reserved - Future Expenditures	-	-	2,198,974	-	2,198,974	-	0.0%
	-	-	2,198,974	-	2,198,974	-	0.0%
General Reserve for Replacement							
Resources	2,803,271	3,120,437	4,835,000	5,382,266	4,919,000	84,000	1.7%
Requirements							
Materials and Services	382,332	238,539	765,000	120,000	665,000	(100,000)	-13.1%
Capital Outlay	569,097	50,532	1,575,000	754,750	950,000	(625,000)	-39.7%
Transfers Out	-	-	-	-	2,842,900	2,842,900	N/A
	951,429	289,071	2,340,000	874,750	4,457,900	2,117,900	90.5%
Reserved - Future Expenditures	-	-	2,495,000	-	461,100	(2,033,900)	-81.5%
Street Reserve for Replacement							
Resources	-	-	-	-	431,900	431,900	N/A
Requirements							
Materials and Services	-	-	-	-	75,000	75,000	N/A
Capital Outlay	-	-	-	-	356,900	356,900	N/A
	-	-	-	-	431,900	431,900	N/A
Library Reserve for Replacement							
Resources	-	-	-	-	3,154,000	3,154,000	N/A
Requirements							
Materials and Services	-	-	-	-	150,000	150,000	N/A
Capital Outlay	-	-	-	-	600,000	600,000	N/A
	-	-	-	-	750,000	750,000	N/A
Reserved - Future Expenditures	-	-	-	-	2,404,000	2,404,000	N/A
Facility Capital Projects Fund							
Resources	-	-	-	-	1,500,000	1,500,000	N/A
Requirements							
Capital Outlay	-	-	-	-	1,500,000	1,500,000	N/A
	-	-	-	-	1,500,000	1,500,000	N/A
Reserve for Debt Service							
Resources	2,366,131	2,990,187	3,603,513	3,603,513	-	(3,603,513)	-100.0%
Requirements							
Principal	215,000	220,000	3,530,000	3,530,000	-	(3,530,000)	-100.0%
Interest	160,944	151,700	73,513	73,513	-	(73,513)	-100.0%
	375,944	371,700	3,603,513	3,603,513	-	(3,603,513)	-100.0%
Total Budget							
Resources	28,484,643	32,352,356	35,669,492	38,075,256	41,193,296	5,523,804	15.5%
Requirements						-	
Personnel Services	3,981,299	5,753,448	6,882,700	6,224,602	7,030,600	147,900	2.1%
Materials and Services	4,460,263	5,145,954	6,255,290	5,494,080	7,193,000	937,710	15.0%
Capital Outlay	904,928	434,262	4,000,732	1,579,750	6,171,736	2,171,004	54.3%
Debt Service	375,944	371,700	3,603,513	3,603,513	-	(3,603,513)	-100.0%
NonDepartmental	-	-	100,000	-	-	(100,000)	-100.0%
Transfers	5,903,938	2,929,855	4,839,320	4,774,520	7,405,698	2,566,378	53.0%
Contingency	-	-	4,148,018	-	4,207,965	59,947	1.4%
Reserve for Future Exp	-	-	5,839,919	-	9,284,297	3,444,378	59.0%
	15,626,372	14,635,219	35,669,492	21,676,465	41,293,296	5,623,804	15.8%

Summary by Category - Happy Valley Expenditures

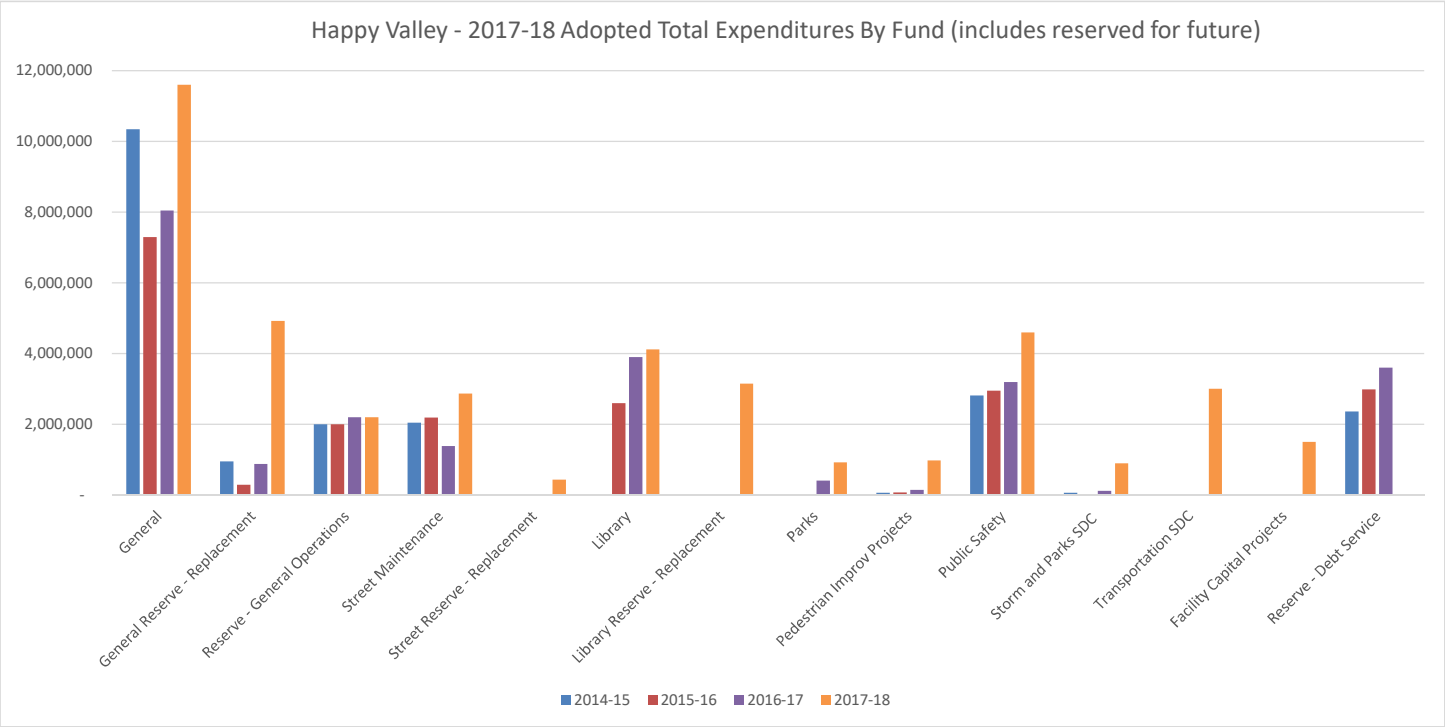
	Preceding 2014-15	Preceding 2015-16	Adopted Budget 2016-17	Estimate 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
Personnel Services	3,981,299	5,753,448	6,982,700	6,224,602	7,030,600	7,030,600	7,030,600
Materials and Services	4,460,263	5,145,954	6,255,290	5,494,080	7,093,000	7,093,000	7,193,000
Debt Service	375,944	371,700	3,603,513	3,603,513	-	-	-
Capital Outlay	904,928	434,262	4,000,732	1,579,750	6,171,736	6,171,736	6,171,736
Transfers	5,903,938	2,929,855	4,839,320	4,774,520	7,405,698	7,405,698	7,405,698
Contingency	-	-	4,148,018	-	4,207,965	4,207,965	4,207,965
Reserved for Future Exp	5,020,087	5,764,432	5,839,919	2,198,974	9,284,297	9,284,297	9,284,297
Total Requirements	20,646,459	20,399,651	35,669,492	23,875,439	41,193,296	41,193,296	41,293,296




Happy Valley - 2017-18 Adopted Budget
Expenditure Percentage by Category
Personnel Services
17%
Materials and Services
17%
Capital Outlay
15%
Transfers
18%
Contingency
10%
Reserved for Future Exp
23%

Summary by Fund - Happy Valley Expenditures

	Preceding 2014-15	Preceding 2015-16	Adopted Budget 2016-17	Estimate 2016-17	Proposed 2017-18	Approved 2017-18	Adopted 2017-18
General	10,337,221	7,289,591	10,765,238	8,040,390	11,596,502	11,596,502	11,596,502
General Reserve - Replacement	951,429	289,071	4,835,000	874,750	4,919,000	4,919,000	4,919,000
Reserve - General Operations	2,000,000	2,000,000	2,198,974	2,198,974	2,198,974	2,198,974	2,198,974
Street Maintenance	2,047,173	2,187,968	2,658,832	1,387,970	2,871,551	2,871,551	2,871,551
Street Reserve - Replacement	-	-	-	-	431,900	431,900	431,900
Library	-	2,593,583	5,193,005	3,899,402	4,122,000	4,122,000	4,122,000
Library Reserve - Replacement	-	-	-	-	3,154,000	3,154,000	3,154,000
Parks	-	-	444,700	409,900	920,450	920,450	920,450
Pedestrian Improv Projects	62,707	72,727	882,400	146,900	982,068	982,068	982,068
Public Safety	2,815,688	2,950,866	4,184,015	3,198,640	4,593,851	4,593,851	4,593,851
Storm and Parks SDC	66,110	25,658	903,815	115,000	898,000	898,000	998,000
Transportation SDC	-	-	-	-	3,005,000	3,005,000	3,005,000
Facility Capital Projects	-	-	-	-	1,500,000	1,500,000	1,500,000
Reserve - Debt Service	2,366,131	2,990,187	3,603,513	3,603,513	-	-	-
Total Requirements	20,646,459	20,399,651	35,669,492	23,875,439	41,193,296	41,193,296	41,293,296



City of Happy Valley
Fiscal Year 2017 - 2018 Budget

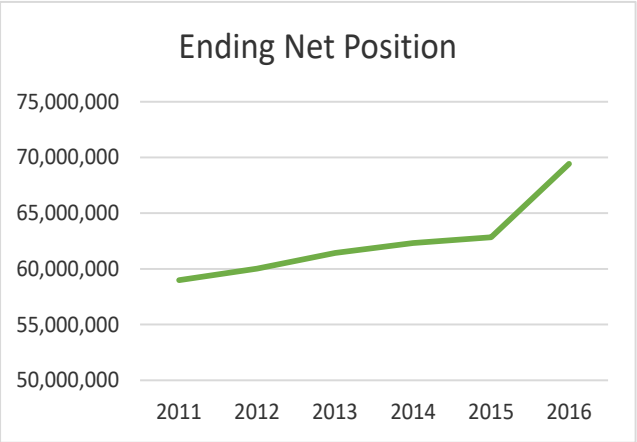
Demographics and Financial Trend Information

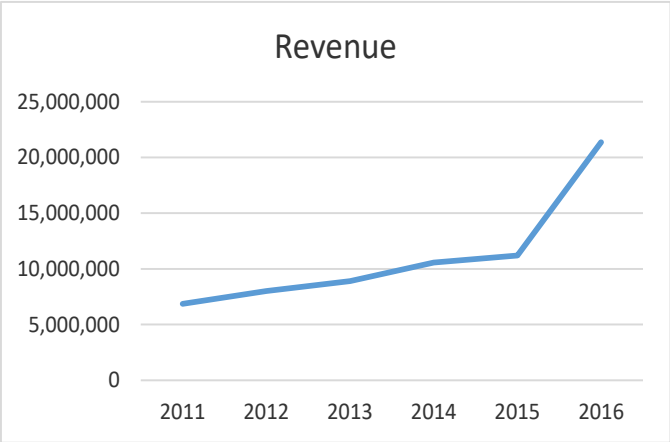
The charts and graphs below illustrate the positive economic cycle we are currently experiencing. We continue to see healthy amounts of development and building within the City which accounts for much of the revenue increases. Other factors include the increase in population which increases our proportionate share of state revenues and increases in assessed value which increase property taxes assessed and collected.

Net position increases are due to our continued diligence in keeping expenditures below revenues. This is done by creating efficiencies whenever possible. We expect the economic upturn to continue and this budget was created using that assumption.

The following information illustrates the change in net position and subsequent change in Ending Net Position for each year.

	2011	2012	2013	2014	2015	2016
Revenue	6,855,253	8,008,085	8,896,753	10,567,581	11,183,982	21,360,412
Expenditures	(6,929,295)	(6,978,239)	(8,975,109)	(9,667,612)	(9,639,269)	(14,761,718)
Change in Net Position	(74,042)	1,029,846	(78,356)	899,969	1,544,713	6,598,694
Beginning Net Position	59,054,105	58,980,063	60,009,909	61,418,930	62,318,899	62,830,427
Prior Period Adjustment			1,487,377		(1,033,185)	-
Ending Net Position	58,980,063	60,009,909	61,418,930	62,318,899	62,830,427	69,429,121





City of Happy Valley
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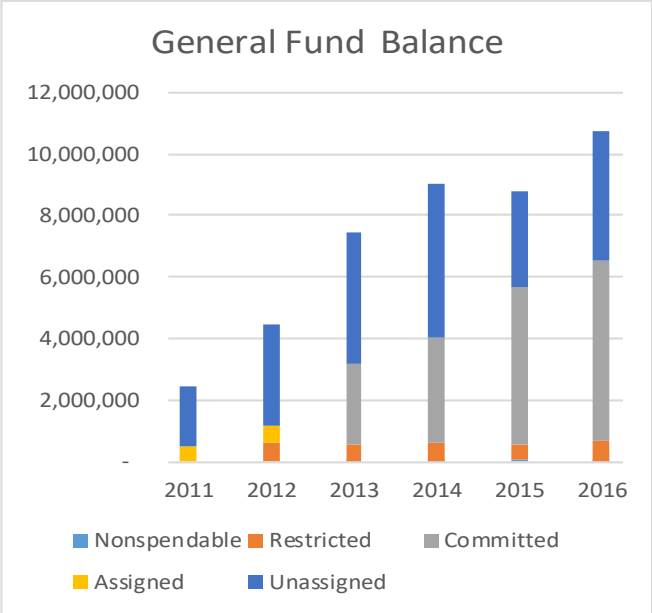
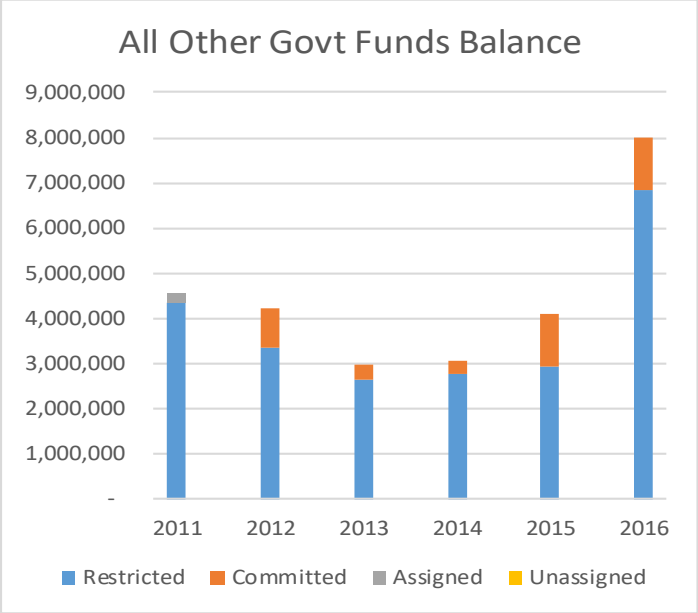
The following shows the various components of the General Fund ending fund balance as well as the various components of all other governmental funds combined from 2011 – 2016. The General Fund – Committed increases represented reserves for the early pay off of debt, capital replacement and maintenance, and amounts to counter the next economic downturn. The All Other Govt Funds – Restricted increase was a result of the Library Fund being added bringing with it a substantial ending fund balance.

	Fiscal Year					
	2011	2012	2013	2014	2015	2016
Nonspendable	-	-	22,744	20,963	46,655	20,054
Restricted	-	604,874	501,707	574,984	526,381	677,784
Committed	-	-	2,645,793	3,413,463	5,132,372	5,860,117
Assigned	497,608	537,122	-	-	-	-
Unassigned	1,966,658	3,319,453	4,307,735	5,048,990	3,059,652	4,186,913
Total General Fund	2,464,266	4,461,449	7,477,979	9,058,400	8,765,060	10,744,868

	Fiscal Year					
	2011	2012	2013	2014	2015	2016
Restricted	4,361,626	3,363,565	2,644,587	2,761,530	2,947,266	6,856,183
Committed	-	836,210	328,419	313,914	1,145,945	1,145,945
Assigned	210,683	-	-	-	-	-
Unassigned	-	-	-	-	-	-
Total All Other Govt Funds	4,572,309	4,199,775	2,973,006	3,075,444	4,093,211	8,002,128





City of Happy Valley
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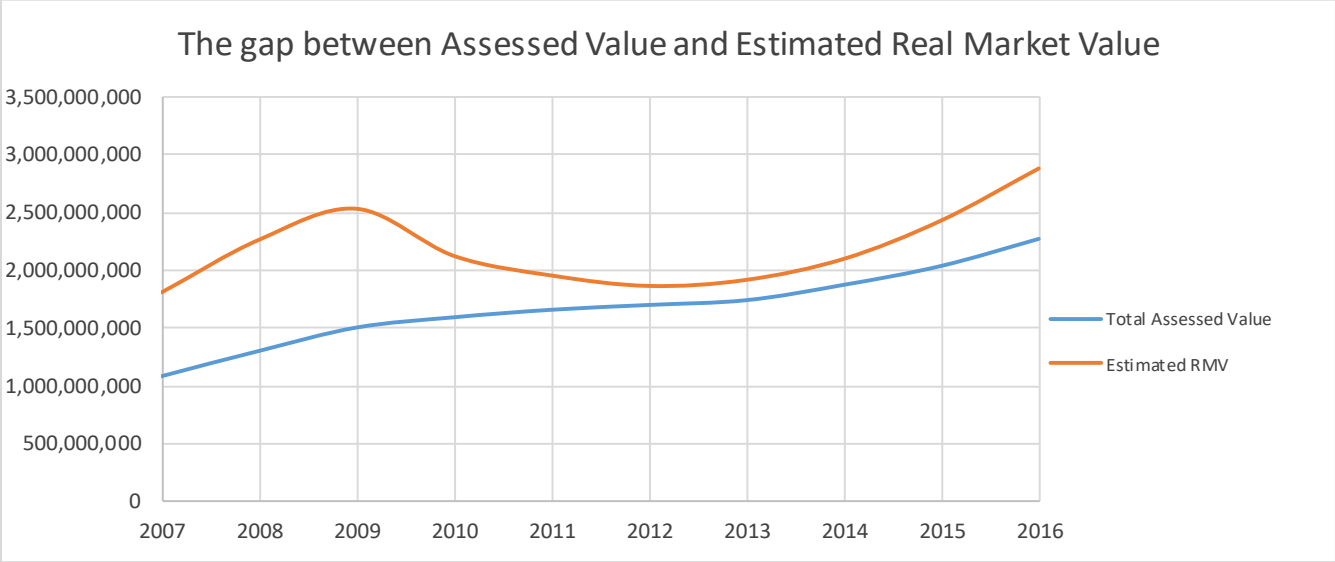
Also included are various charts and graphs as added information. Included are property values with a chart to illustrate the gap between assessed value and estimated real market value, tax rates including overlapping rates, ratios of outstanding debt, direct and overlapping activities debt, legal debt margin information, demographic and economic statistics, principal employers, and operating indicators by program related to Happy Valley. This information is included to help illustrate how financial information in the budget relates to services provided and activities performed by the City as well as provide information about the overall city environment both economic and demographic.

ASSESSED VALUE AND ESTIMATED VALUE OF TAXABLE PROPERTY

	Assessed Value						RMV	
Fiscal Year Ended June 30	Real property	Personal property	Manuf'd structure	Public utility	Total assessed value	Total direct tax rate	Estimated real market value (RMV)	Assessed value as percentage of RMV
2011	1,610,806,718	8,698,169	1,046,052	40,575,700	1,661,126,639	2.05	1,947,677,381	85%
2012	1,651,831,555	7,806,424	1,052,525	42,239,100	1,702,929,604	2.05	1,857,342,675	92%
2013	1,694,660,433	6,990,997	1,174,223	40,380,600	1,743,206,253	2.05	1,909,870,958	91%
2014	1,825,265,969	7,350,321	1,181,489	41,387,160	1,875,184,939	2.05	2,092,293,811	90%
2015	1,983,949,205	7,168,002	1,652,341	45,110,200	2,037,879,748	2.05	2,423,646,555	84%
2016	2,207,472,001	8,319,410	2,198,711	51,660,000	2,269,650,122	2.05	2,874,727,083	79%

Source: Clackamas County Assessor's Office

Note: Property is generally assessed as of July 1st of each fiscal year

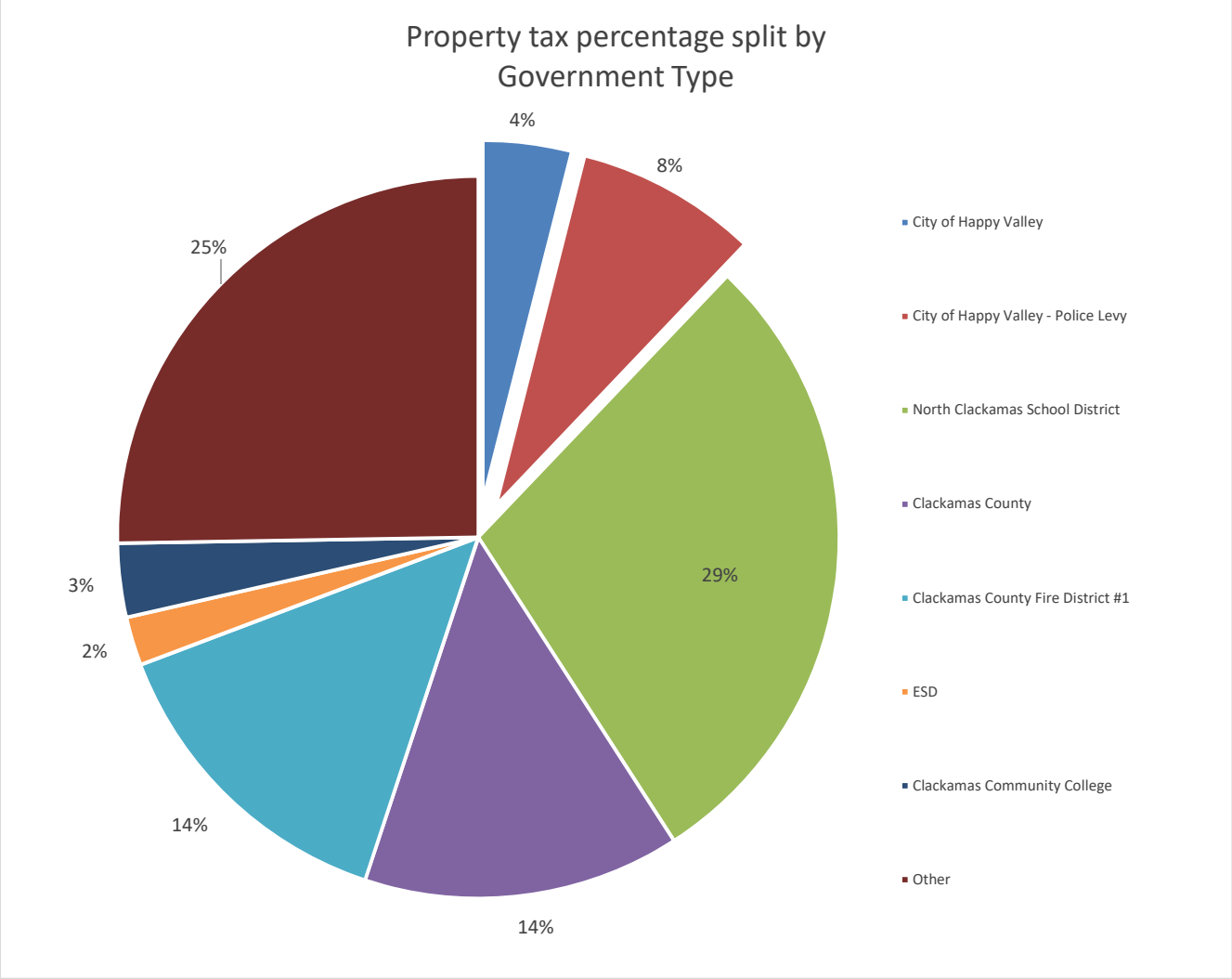


PROPERTY TAX RATES

DIRECT AND OVERLAPPING GOVERNMENTS

	City direct rates			Overlapping Rates						
Fiscal Year	General Operating	Police Levy	Total Direct Rate	School District	Clackamas County	Clackamas County Fire Dist #1	Education Service District	Clackamas Community College	Other	Total Direct and Overlapping
2011	0.671	1.38	2.05	4.57	2.40	2.30	0.3619	0.5449	4.7140	16.94
2012	0.671	1.38	2.05	4.59	2.40	2.30	0.3624	0.5459	4.6982	16.95
2013	0.671	1.38	2.05	4.58	2.40	2.30	0.3623	0.5455	5.1748	17.42
2014	0.671	1.38	2.05	4.82	2.40	2.38	0.3676	0.556	4.4411	17.02
2015	0.671	1.38	2.05	4.87	2.40	2.40	0.3687	0.5582	4.2772	16.93
2016	0.671	1.38	2.05	4.87	2.40	2.40	0.3687	0.5582	4.4282	17.08

Source: Clackamas County Assessor's Office



RATIOS OF DEBT OUTSTANDING

Fiscal Year Ended June 30	Full Faith and Credit Obligation Bonds (2)	Less: Amounts Available in Debt Service Fund (3)	Total	Percentage of Estimated Actual Taxable Value of Property (1)	Per Capita
2011	4,590,634	0	4,590,634	0.24%	320
2012	4,398,406	0	4,398,406	0.24%	294
2013	4,201,178	0	4,201,178	0.22%	270
2014	3,993,951	376,131	3,617,820	0.17%	220
2015	3,776,724	1,990,187	1,786,537	0.07%	102
2016	3,554,497	2,618,487	936,010	0.03%	50

(1) See the Schedule of Assessed Value and the Estimated Actual Value of Taxable Property for property value data.

(2) Presented net of original issuance discounts and premiums

(3) This is the amount available to make debt service principal payments

DIRECT AND OVERLAPPING GOVERNEMNTAL ACTIVITIES DEBT

As of June 30, 2016

Government Unit:	Debt Outstanding	Estimated Percentage Applicable	Amount Applicable to Primary Government
Direct:			
City of Happy Valley	$ 3,554,497	100.00%	$ 3,554,497
Overlapping:			
Clackamas Community College	$ 62,061,012	6.81%	$ 4,226,355
Clackamas County	101,775,136	5.06%	5,149,822
Clackamas County ESD	22,960,637	5.24%	1,203,137
Clackamas County RFPD	16,700,000	12.30%	2,054,100
North Clackamas School District	306,389,340	17.28%	52,944,078
Metro	199,855,000	1.24%	2,478,202
Mt Hood Community College	23,735,000	0.14%	33,229
Centennial School District	24,641,858	1.46%	359,771
Subtotal, overlapping debt			68,448,694
City of Happy Valley direct debt			3,554,497
Total direct and overlapping debt			$ 72,003,191

Sources: Oregon State Treasury Department, Debt Management Division

Note: Overlapping governments are those that coincide, at least in part, with geographic boundaries of the city. This schedule estimates the portion of the outstanding debt of those overlapping governments that is borne by the property taxpayers of the City of Happy Valley. This process recognizes that, when considering the government's ability to issue and repay long-term debt, the entire debt burden borne by the property taxpayers should be taken into account. However, this does not imply that every taxpayer is a resident, and therefore responsible for repaying the debt, of each overlapping government.

LEGAL DEBT MARGIN INFORMATION

Last Ten Fiscal Years

	2007	2008	2009	2010	2011
Debt maximum limitation	$ 54,065,893	$ 67,717,826	$ 75,752,442	$ 63,501,508	$ 58,430,321
Debt applicable to maximum limit	-	-	-	-	-
Legal debt margin available	54,065,893	67,717,826	75,752,442	63,501,508	58,430,321
Debt applicable to the maximum limit as a percentage of debt limitation	0%	0%	0%	0%	0%

	2012	2013	2014	2015	2016
Debt maximum limitation	$ 55,720,280	$ 57,296,129	$ 62,768,814	$ 72,709,397	$ 86,241,812
Debt applicable to maximum limit	-	-	-	-	-
Legal debt margin available	55,720,280	57,296,129	62,768,814	72,709,397	86,241,812
Debt applicable to the maximum limit as a percentage of debt limitation	0%	0%	0%	0%	0%

Legal debt margin calculation for the fiscal year ended June 30, 2016:

Total property real market value	$ 2,874,727,083
	3%
Debt maximum limitation	86,241,812
Amount of debt applicable to debt limit:	
Total bonded debt outstanding	3,530,000
Less debt excluded from debt limit:	
Full faith and credit obligations	(3,530,000)
Net amount of debt applicable to limit	-
Legal debt margin - amount available for future indebtedness	$ 86,241,812
Percentage of City's indebtedness to total allowed	0%

(1) Pursuant to Oregon Revised Statutes 287.004, outstanding general obligation debt is limited to three percent of real market value.

Source: Clackamas County Department of Assessment and Taxation

City of Happy Valley
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Demographic and economic statistics

Fiscal Year	Population(1)	Median Age(1)	Household Income	Per Capita Income (1)	Public School Enrollment (2)	Unemployment Rate(3)
2011	14,337	34.4	100,647	35,823	6,014	8.2
2012	14,965	36	96,655	35,823	6,434	7.5
2013	15,575	37.1	92,773	36,978	6,516	6
2014	16,480	36.8	100,438	37,813	6,585	5.5
2015	17,510	37	100,508	40,613	6,859	5.2
2016	18,535	36.8	94,900	38,593	6,495	4.3

Source: (1) U.S. Census Bureau.

(2) North Clackamas School District; included all schools in City limits plus Clackamas High School.

(3) State Department of Labor unemployment rate for the County (not seasonally adjusted).

PRINCIPAL EMPLOYERS

	2016		
Employer	**Employees**	**Rank**	**Percentage of Total City Employment**
New Seasons Market	189	1	8%
Camp Withycombe	100	2	4%
City of Happy Valley	83	3	3%
Providence Medical Group Happy Valley	60	4	2%
Abundent Life Church	50	5	2%
McDonald's	45	6	2%
Applebee's Neighborhood Grill	44	7	2%
Glenmoore	38	8	2%
La Costita	31	9	1%
Premier Sport and Fitness	30	10	1%
	670		25%

Source: City business licenses

OPERATING INDICATORS BY FUNCTION

	2011	2012	2013	2014	2015	2016
Governmental Activities						
Economic and Community Development						
Residential Building permits issued	110	158	276	350	274	418
Commercial Building permits issued	0	16	2	2	5	14
Public Works:						
Street Sweeping:						
Number of miles swept	*	2,500	3,000	2,200	2,500	1,800
Volume of material removed (cubic yards)	*	285	379	757	900	900
Winter Storms:						
Sand applied (cubic yards)	*	*	26	78	8	100
Sand picked up after storms	*	*	16	50	4	60
Magnesium chloride/De-icing (gallons)	*	4,125	2,100	7,500	900	2,750
Landscape Maintenance:						
Fertilizers (lbs)	*	*	150	1,110	2,239	0
Herbicides (gallons)	*	*	56	190	135	480
Park Reservations:						
Reservations coordinated	*	153	172	214	210	225
Number of people served	*	*	6,078	8,218	9,207	9,722
Trees planted	*	*	*	3,150	925	92
Services performed on fleet vehicles	*	*	80	146	170	190
Crack seal applied on roadways (tons)	*	4.25	2.25	6.60	4.50	13.75
Signs cleaned and adjusted	*	*	*	869	920	1,148
Community Services						
Passports issued	1,935	1,339	1,690	1,882	2,316	2,592
Public Safety:						
Code Enforcement / Animal Control Cases	1,855	2,023	2,768	2,453	2,108	3,168
Parking citations	293	547	637	389	306	461
Number dispatched calls for service	3,110	3,159	3,251	3,471	3,517	4,361
Number of traffic violations	2,199	2,158	1,849	2,145	2,588	3,079
Number of "other" self initiated activites	2,497	2,158	1,801	1,396	1,521	1,982
Numer of traffic stops	3,643	3,301	3,582	3,887	4,111	4,545
Library						
Circulation	642,790	654,150	707,958	762,069	800,944	793,476
Number of Reference Inquiries	19,580	19,580	17,930	17,452	17,868	27,219
Number of Youth Programs	62	87	214	225	299	401
Youth Program Attendance	2,887	4,145	7,581	9,807	14,127	16,163
Number of Adult Programs	0	3	48	91	180	197
Adult Program Attendance	0	331	587	877	2,103	2,892

Source: Various City departments

* Information unavailable at this time.

City of Happy Valley
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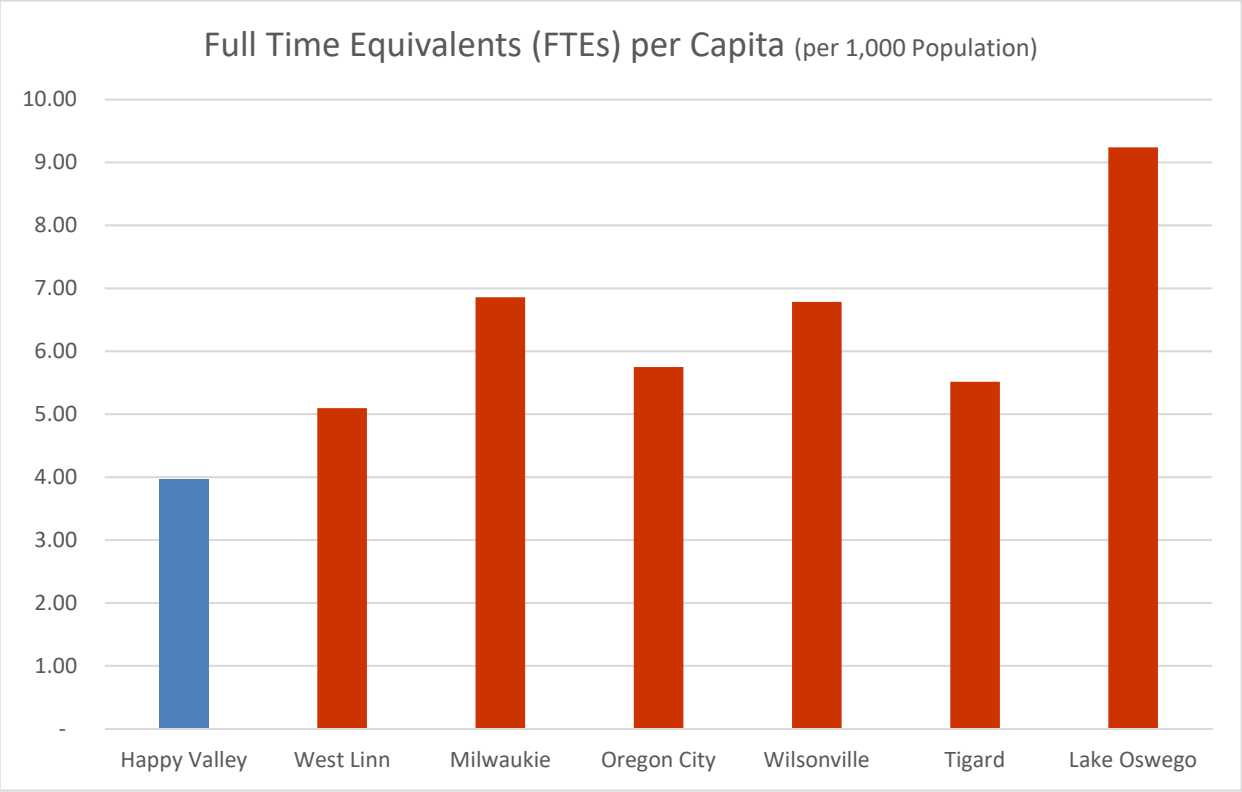
Personnel Overview

The following pages summarize salary and benefits for City employees. The following page is used to show the cost for each department and fund. It also shows the Full Time Equivalent (FTE) budgeted for each fund, each department, and the City as a whole. When reviewing FTE remember personnel costs are not apportioned between funds. A methodology was created to determine an amount each dedicated fund would transfer to the General Fund to cover personnel costs attributable to that fund.

Included in this budget is a 5.6% wage increase and a 7% benefit increase. The wage increase is composed of a 2.6% cost of living adjustment and a maximum 3.0% merit increase. Overall budgeted FTE increased 3.0 from the previous budget. Administration increased 1.0 FTE, Economic and Community Development increased 1.0 FTE, and Library increased 1.0 FTE. The Library FTE change was due to a better approximation of part time hours. Total FTE increased from 64.6 FTE in the 2016-17 budget to 67.6 FTE in this budget.

As the following chart shows, we continue to run a lean organization. The City operates with under 4 FTE per 1,000 population which is well below other similar sized organizations in the area. As personnel costs are the number one cost driver, we are very deliberate with our hiring and seek efficiencies elsewhere whenever possible.



COMPARING NUMBER OF CITY EMPLOYEES WITH OTHER CITIES
Measured in Full-Time Equivalents (FTEs)

	City Employees by Department by City (FTEs)						
	Happy Valley	**West Linn**	**Milwaukie**	**Oregon City**	**Wilsonville**	**Tigard**	**Lake Oswego**
Service Departments							
Building Inspections	11.25	4.00	2.00	6.38	5.60	11.00	8.90
Code Enforcement	3.00	-	1.50	-	-	1.00	1.00
Engineering	4.25	4.50	7.00	4.85	11.00	16.00	22.80
Library	15.60	16.63	19.76	13.74	16.46	35.42	33.70
Municipal Court	2.00	3.00	3.00	4.46	1.65	3.50	3.50
Parks and Recreation	2.00	21.25	-	36.14	17.45	11.67	46.70
Planning	5.25	4.50	5.00	5.66	7.60	16.00	13.50
Public Safety - Police	12.00	34.50	41.85	56.53	-	84.50	52.00
Utility - Streets/Transportation	3.00	5.00	6.50	11.26	4.05	7.33	5.00
Utility - Water	-	6.00	7.20	13.27	5.67	13.00	18.90
Utility - Sewer/Wastewater and Storm	-	6.50	12.80	21.08	9.32	13.00	10.10
	58.35	105.88	106.61	173.37	78.80	212.42	216.10
Support Departments							
City Attorney	-	1.00	-	-	3.70	-	4.00
City Manager's Office	4.50	2.00	2.50	1.00	5.00	4.90	6.30
City Recorder	1.00	2.00	2.50	3.00	-	3.85	-
PW Administration	2.00	4.50	7.00	-	3.50	9.00	8.00
Community Services / Public Affairs	6.00	1.00	2.00	-	-	4.25	1.00
Economic Development	0.25	1.00	1.00	1.10	3.50	2.00	1.70
Facilities Management	1.00	1.00	3.00	1.89	5.75	4.90	4.50
Finance and Risk Management	3.00	4.80	8.00	11.25	9.31	18.10	10.10
Fleet/Vehicle Management	1.00	1.50	3.00	-	6.60	2.35	2.00
Human Resources	1.50	2.80	2.00	2.75	3.35	4.50	3.00
Information Technology	1.00	3.00	3.00	2.50	4.00	8.00	9.50
	21.25	24.60	34.00	23.49	44.71	61.85	50.10
Common Full Time Equivalents (FTEs)	79.60	130.48	140.61	196.86	123.51	274.27	266.20
Unique Services							
City Transit/Bus Service	-	-	-	-	37.50	-	-
City Fire Department	-	-	-	-	-	-	52.00
City 911 Dispatch Service	-	-	-	-	-	-	16.50
City Golf and Tennis	-	-	-	-	-	-	8.10
City LO-Tigard Water Partnership	-	-	-	-	-	-	3.00
Total Unique Services	-	-	-	-	37.50	-	79.60
Full Time Equivalents (FTEs)	79.60	130.48	140.61	196.86	161.01	274.27	345.80
Population	20,047	25,615	20,510	34,240	23,740	49,745	37,425
FTEs per Capita (per 1,000 of Population)	3.97	5.09	6.86	5.75	6.78	5.51	9.24

Benefits

Benefits as offered to City employees can be found in the employee manual. Along with benefits required by law the City also offers employees other benefits including medical coverage through CIS Insurance. Employees have the option to choose between Regence Blue Cross and Kaiser Permanente. The costs for these benefits have been estimated to increase 7% for this budget. Full time employees pay 5% of the premium costs for medical and dental benefits.

The City provides a life insurance benefit for employees with a coverage amount of $15,000. Employees can opt to have supplemental coverage for themselves and their families. The cost of any supplemental life insurance is paid by the employee.

Employees of the City are eligible to become members of the Public Employees Retirement System (PERS). The City pays the employer rate for member's pension share accounts as well as picks up the 6% contribution to the Individual Account Program. In this budget PERS employer contribution rates increased from the previous budget as they are the 2017-19 biennium rates. The Tier1 / Tier2 rate increased to 20.07% from 14.40% in the previous budget. The OPSPR rate increased to 14.02% from 11.08% in the 2016-17 budget.

A previous court ruling regarding PERS reform bills previously passed by the legislature, improvements in retiree longevity, and lowering the assumed earnings rate by the PERS board have led to increases in the system's unfunded actuarial liability. No bills were passed during the most recent legislative session to address the ongoing PERS issues. Without substantive changes PERS rates for employers are expected to rise over the next several biennia. Those increases will affect our budget and may require a revision of the amount in the Reserve for General Operations Fund.

The City provides a long-term disability insurance benefit for employees with coverage beginning after 90 days. The City also provides an accidental death and dismemberment (AD&D) benefit for employees with a coverage amount of $15,000.

Following is information related to positions by department along with their respective FTE's and salary ranges.

2017-18 Adopted Budget - Positions

Department and Position	2014-15	2015-16	Adopted Budget 2016-17	Estimate 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18	Adopted Budget 2017-18	Salary Range Low	High
Administration									
City Manager's Office									
City Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	No range for position	
Executive Assistant	1.00	1.00	1.00	1.00	1.00	1.00	1.00	55,489	73,237
Assistant City Manager		1.00	1.00	1.00	1.00	1.00	1.00	No range for position	
Program Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00	43,826	58,183
New Position	-	-	-	-	1.00	1.00	1.00	50,305	66,206
Finance and IT									
Finance Director	1.00	1.00	1.00	1.00	1.00	1.00	1.00	94,294	126,310
Deputy Finance Director	1.00	1.00	1.00	1.00	1.00	1.00	1.00	80,330	109,429
IT Administrator	1.00	1.00	1.00	1.00	1.00	1.00	1.00	63,968	83,812
Accountant I		1.00	1.00	1.00	1.00	1.00	1.00	50,220	65,761
Human Resources and City Recorder									
City Recorder/HR Director	1.00	1.00	1.00	1.00	1.00	1.00	1.00	86,826	117,367
Deputy City Recorder		1.00	1.00	1.00	1.00	1.00	1.00	50,305	66,206
	7.00	10.00	10.00	10.00	11.00	11.00	11.00		
Economic and Community Development									
Community Development Director	1.00	1.00	1.00	1.00	1.00	1.00	1.00	99,181	131,712
Administrative Assistant III	1.00	1.00	1.00	1.00	1.00	1.00	1.00	42,314	55,179
Planning									
Planning Services Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	63,877	84,649
Assistant Planner	1.00	1.00	1.00	1.00	1.00	1.00	1.00	48,908	63,891
Associate Planner	1.00	1.00	1.00	1.00	1.00	1.00	1.00	56,404	73,590
GIS Tech			1.00	1.00	1.00	1.00	1.00	48,027	62,296
Engineering									
Engineering Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	77,709	102,050
Engineer	1.00	1.00	1.00	1.00	1.00	1.00	1.00	67,714	90,792
Engineering Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00	54,191	71,372
New Position					1.00	1.00	1.00	67,714	90,792
Building Inspection									
Building Official	1.00	1.00	1.00	1.00	1.00	1.00	1.00	78,000	102,454
Assistant Building Official				1.00	1.00	1.00	1.00	77,854	99,008
Administrative Assistant I				1.00	1.00	1.00	1.00	33,384	43,514
Permit Technician	1.00	3.00	3.00	3.00	3.00	3.00	3.00	44,628	57,753
Building Inspector I	2.00	2.00	2.00	1.00	1.00	1.00	1.00	53,737	70,288
Building Inspector II	2.00	2.00	2.00	2.00	2.00	2.00	2.00	58,547	76,081
Building Insp/Plans Examiner	1.00	1.00	1.00	1.00	1.00	1.00	1.00	61,485	79,768
Plumbing/Bldg Insp	1.00	1.00	1.00	1.00	1.00	1.00	1.00	58,547	76,081
	16.00	18.00	19.00	20.00	21.00	21.00	21.00		
Community Services and Public Safety									
Community Services									
Comm Svcs/Pub Safety Director	1.00	1.00	1.00	1.00	1.00	1.00	1.00	88,033	117,679
Program Coordinator	1.00	1.00	1.00	1.00	1.00	1.00	1.00	51,700	67,367
Program Technician	1.00	1.90	2.00	2.00	2.00	2.00	2.00	43,826	58,183
Administrative Assistant II	1.00	1.00	1.00	1.00	1.00	1.00	1.00	37,284	45,686
Administrative Assistant I	1.00	1.00	1.00	1.00	1.00	1.00	1.00	33,384	43,503

2017-18 Adopted Budget - Positions

Department and Position	2014-15	2015-16	Adopted Budget 2016-17	Estimate 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18	Adopted Budget 2017-18	Salary Range Low	Salary Range High
Code Enforcement									
Code Enforcement Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	54,662	71,691
Comm Svcs Officer	2.00	2.00	2.00	2.00	2.00	2.00	2.00	54,662	71,691
Municipal Court									
Court Clerk	2.00	2.00	2.00	2.00	2.00	2.00	2.00	41,805	54,524
	10.00	10.90	11.00	11.00	11.00	11.00	11.00		
Public Works									
Public Works Director	1.00	1.00	1.00	1.00	1.00	1.00	1.00	88,820	115,652
Administrative Assistant II	1.00	1.00	1.00	1.00	1.00	1.00	1.00	37,284	45,686
Heavy Equip Mechanic	1.00	1.00	1.00	1.00	1.00	1.00	1.00	50,403	65,096
Utility Worker II - WES Contract		1.00	1.00	1.00	1.00	1.00	1.00	42,813	55,685
	3.00	4.00	4.00	4.00	4.00	4.00	4.00		
Parks									
Utility Worker I	1.00	1.00	1.00	1.00	1.00	1.00	1.00	38,459	49,797
Utility Worker II	1.00	1.00	1.00	1.00	1.00	1.00	1.00	42,813	55,685
	2.00	2.00	2.00	2.00	2.00	2.00	2.00		
Streets									
Utility Worker II	2.00	2.00	2.00	2.00	2.00	2.00	2.00	42,813	55,685
Utility Worker I	2.00	1.00	1.00	1.00	1.00	1.00	1.00	38,459	49,797
	4.00	3.00	3.00	3.00	3.00	3.00	3.00		
Library									
Library Director		1.00	1.00	1.00	1.00	1.00	1.00	82,207	109,392
Administrative Assistant III		1.00	1.00	1.00	1.00	1.00	1.00	42,314	55,179
Program Supervisor		1.00	1.00	1.00	1.00	1.00	1.00	No range for position	
Librarians		4.00	4.00	4.00	4.00	4.00	4.00	50,435	66,014
Library Assistant I		2.00	2.00	2.00	2.00	2.00	2.00	36,442	47,545
Library Aide		1.00	1.00	1.00	1.00	1.00	1.00	32,101	41,264
Part time positions		2.93	3.43	3.43	4.40	4.40	4.40	32,101	54,766
Regular Limited Status positions		1.20	1.20	1.20	1.20	1.20	1.20	32,101	54,766
	-	14.13	14.63	14.63	15.60	15.60	15.60		
Total FTE	42.00	62.03	63.63	64.63	67.60	67.60	67.60		
Total Full Time Positions	40.00	59.13	56.00	57.00	62.00	62.00	62.00		
Total Part Time Positions	2.00	2.90	7.63	7.63	5.60	5.60	5.60		
Total FTE	42.00	62.03	63.63	64.63	67.60	67.60	67.60		
General Fund FTE	38.00	44.90	46.00	47.00	47.00	47.00	47.00		
Other FTE	4.00	17.13	17.63	17.63	20.60	20.60	20.60		
Total FTE	42.00	62.03	63.63	64.63	67.60	67.60	67.60		

General Fund

City of Happy Valley
Fiscal Year 2017 - 2018 Budget

General Fund

The General Fund accounts for all financial activities of the City except for those that by law or council decision are accounted for in other funds. The City's General Fund has five distinct departments: Administration, Community Services and Public Safety, Economic and Community Development, Public Works, and Parks.

Revenue Sources

The main sources of revenue in the General Fund are property taxes, franchise fees from utilities operating within the City, land use and construction fees, building permit fees, city's portion of various state shared revenues, municipal court fees, and intergovernmental revenue

Expenditures

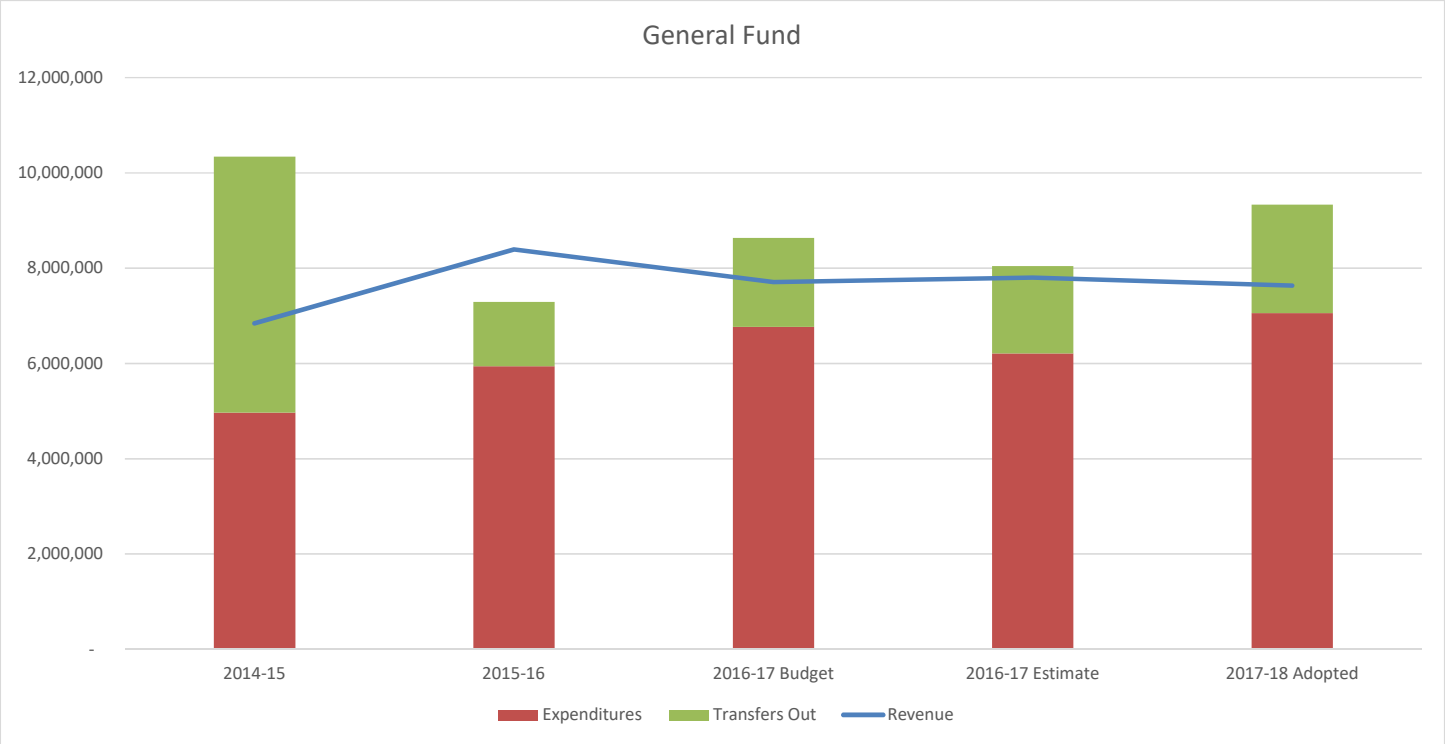
The main expenditures within the five departments are personnel and materials and services. General Fund capital outlay is expended in the Reserve for Replacement Fund which receives revenue as a transfer from the General Fund.

	Preceding		Adopted Budget	Budget for Fiscal Year 2017 - 2018		
	2014-15	2014-15	2016-17	Proposed	Approved	Adopted
Administration	1,661,012	2,061,437	2,369,400	2,641,000	2,641,000	2,641,000
Community Services and Public Safety	898,091	1,043,102	1,189,300	1,166,500	1,166,500	1,166,500
Economic and Community Development	1,783,232	2,057,876	2,481,300	2,613,100	2,613,100	2,613,100
Public Works	310,050	512,708	627,100	633,100	633,100	633,100
Parks	314,936	264,468	-	-	-	-
Non-Departmental	-	-	100,000	-	-	-
Transfers	5,369,900	1,350,000	1,865,000	2,280,023	2,280,023	2,280,023
Contingency	-	-	2,133,138	2,262,779	2,262,779	2,262,779
Total	10,337,221	7,289,591	10,765,238	11,596,502	11,596,502	11,596,502

General Fund

	Preceding 2014-15	Preceding 2015-16	Adopted 2016-17 Budget	2016-17 Estimate	2017-18 Proposed	2017-18 Approved	2017-18 Adopted
Revenue	6,841,968	8,390,251	7,704,770	7,799,150	7,630,775	7,630,775	7,630,775
Expenditures	4,967,321	5,939,591	6,767,100	6,210,190	7,053,700	7,053,700	7,053,700
Transfers Out	5,369,900	1,350,000	1,865,000	1,830,200	2,280,023	2,280,023	2,280,023
Annual Operating Surplus / (Shortfall)	(3,495,253)	1,100,660	(927,330)	(241,240)	(1,702,948)	(1,702,948)	(1,702,948)
Beginning Fund Balance	6,601,560	3,106,307	3,060,468	4,206,967	3,965,727	3,965,727	3,965,727
Ending Fund Balance / Contingency	3,106,307	4,206,967	2,133,138	3,965,727	2,262,779	2,262,779	2,262,779

FY2017 Exp and Annual Operating Shortfall high due to transfer for early bond pay off and increase reserve fund



General Fund

Resources

General Fund

	Preceding 2014-15	Preceding 2015-16	Adopted Budget 2016-17	Estimate 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18	Adopted Budget 2017-18
Resources							
Beginning Fund Balance	6,601,560	3,106,307	3,060,468	4,206,967	3,965,727	3,965,727	3,965,727
Property Taxes	1,339,482	1,476,614	1,547,900	1,569,830	1,650,000	1,650,000	1,650,000
State Shared Rev	414,007	437,432	450,000	450,000	530,000	530,000	530,000
ROW Use Fee	877,705	958,333	1,240,000	1,240,000	1,270,000	1,270,000	1,270,000
User Related Fees	222,656	304,075	220,000	240,000	240,000	240,000	240,000
Building Fees	1,383,179	2,292,980	1,700,000	1,500,000	950,000	950,000	950,000
Planning Fees	495,400	353,457	350,000	700,000	275,000	275,000	275,000
Engineering Fees	384,515	534,756	400,000	300,000	400,000	400,000	400,000
Traffic Fines	463,849	513,962	465,000	500,000	515,000	515,000	515,000
Court Related Fees	44,658	65,950	60,000	60,000	65,000	65,000	65,000
Intergovernmental	433,928	375,229	122,550	90,000	93,000	93,000	93,000
Misc Revenue	158,551	254,608	155,000	155,000	160,000	160,000	160,000
Transfers In	624,038	822,855	994,320	994,320	1,482,775	1,482,775	1,482,775
Total Revenues	6,841,968	8,390,251	7,704,770	7,799,150	7,630,775	7,630,775	7,630,775
Total Resources	13,443,528	11,496,558	10,765,238	12,006,117	11,596,502	11,596,502	11,596,502

City of Happy Valley
Fiscal Year 2017 - 2018 Budget

General Fund
Resources

Beginning Fund Balance: Funds available but not spent during the previous fiscal year.

Property Taxes: The City's permanent tax rate is $0.671 per thousand dollars and is levied on the assessed value of property within the City as determined under current state law. Includes taxes levied in prior years but collected in the current year.

State Shared Revenues: Includes 20% of liquor receipts distributed monthly to cities on a per capita basis with statutory authorization for distribution in ORS 471.810(a)(b) and 471.810(1)(d) and 14% of liquor revenues paid quarterly to cities based on formula outlined in the ORS 221.770. HB3601 passed in the 2013 Special Session and implemented January 1, 2014 raised the cigarette tax 13 cents. Although the tax per pack increased cities will not receive any additional proceeds. Two 2 cents of the $1.31 per pack cigarette tax is distributed monthly to cities on a per capita basis with statutory authorization for distribution in ORS 323.445. Population estimates compiled each July by Portland State University's Center for Population Research are certified in January of the following year and thereafter govern the distributions. Cities are to receive 10% of marijuana state tax revenues. Distribution will be based on the number of licenses issued by OLCC in the previous year for premises located in each city, after administrative and enforcement expenses are deducted. The share will be based on the number of licenses for premises located in the city compared to the total issued by the OLCC for all premises in the state. Key statutes are ORS 475B.700-.710, and .760. These state shared revenues may be used for general city operations.

ROW Use Fees: Revenues related to right of way ordinance. Fees are calculated on revenues earned within the City limits.

User Related Fees: Includes fees paid to operate within or use services provided by the City. These include facility rental charges, cell phone tower rental fees, park reservation fees to reserve space at Happy Valley Park, bi-annual alarm permits, late payment and false alarm assessments, burn permits, registration fee for any dog 6 months or older, fees to operate a business within the City, local marijuana tax revenue, fee for passport photos and process filing for US Customs, and Metro business license program revenue.

Building Permit Fee: Residential and commercial, new and remodel inspection permits. Plan review for residential and commercial buildings including commercial buildings requiring a fire life safety plan. Permits and fees for mechanical inspection, plumbing inspection, and single lot erosion control. Other building permits not listed above such as: re-inspection, statewide Minor Label program revenue from the State of Oregon for performing plumbing and mechanical inspections, septic tank or sewer line abandonment, connection of public lateral to private homeowner sewer, residential construction sidewalk and driveway approach inspection, and certificates of occupancy.

General Fund
Resources

Planning Fees: Includes all categories of development fees including fees by type of application and fees associated with a cost per lot to be developed. Fees are set to cover staff time and all related costs.

Engineering Fees: Includes fees to cover improvement plan review, overall development, erosion sediment control plan review, and periodic construction supervision of public improvements by the City to ensure compliance with National, State, Regional, and City standards.

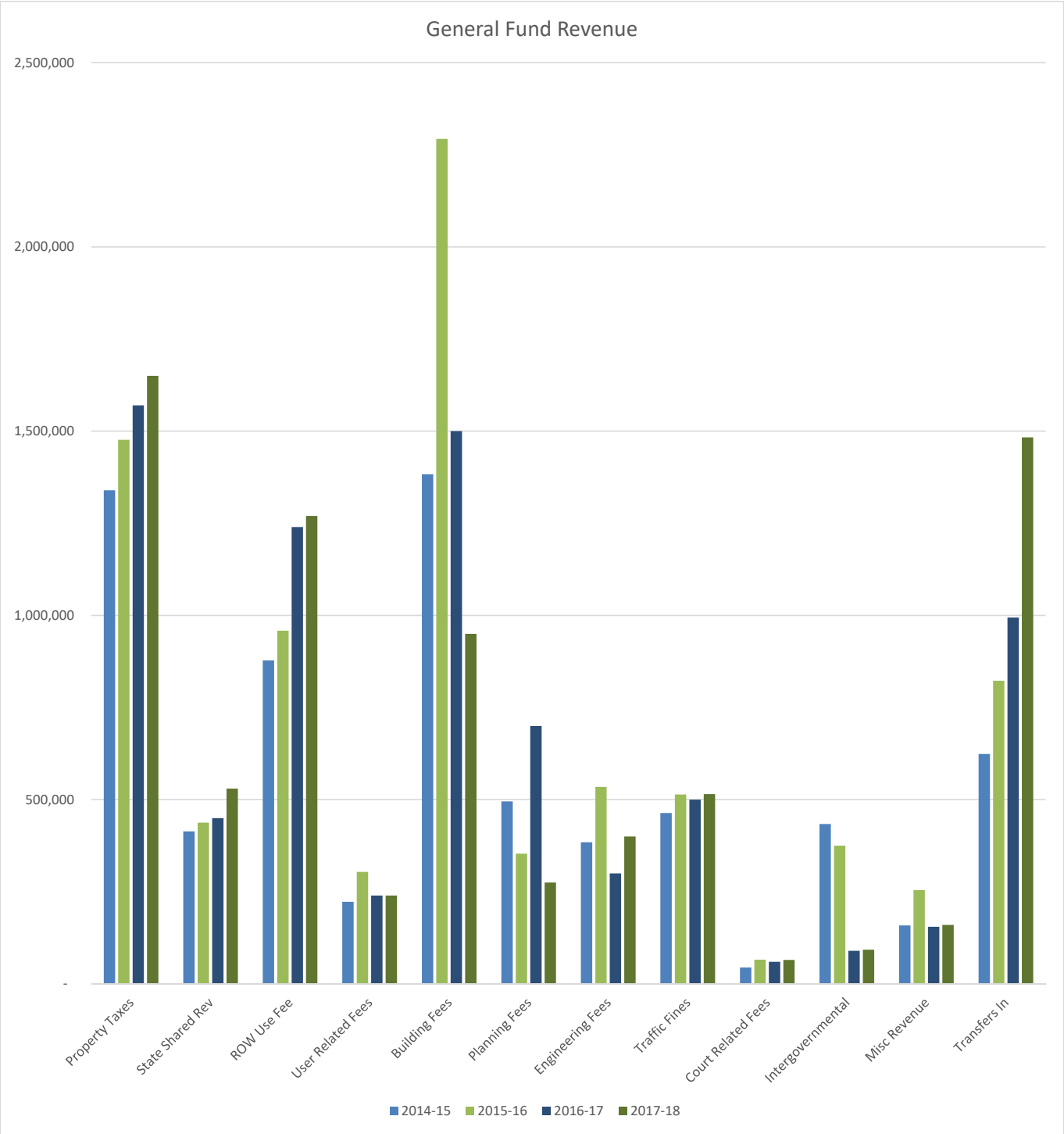
Traffic Fines: Fines imposed in the Happy Valley Municipal Traffic Court.

Court Related Fees: Includes state and county fees associated with Traffic Court fines, municipal code violation fines, traffic safety class for persons who commit minor traffic infractions, fee to review variance applications and monitor for non-compliance issues.

Intergovernmental: Revenue from other municipalities or governmental agencies such as solid waste franchise fees, 5% of park SDCs, 5% of Metro Construction Excise tax, 3% of North Clackamas School District Construction Excise Tax and fees to cover administrative costs, payments from other jurisdictions for code enforcement, building inspection, street sweeping services provided, and grant revenue received from other municipalities or governmental agencies.

Misc Revenue: Includes but not limited to: unanticipated income for copy fees, refunds, donations and fundraising to defray community events costs, interest income from cash in the Local Government Investment Pool, grant revenue received from other than governmental agencies.

Transfers In: From other funds to cover respective portion of allocated costs associated with administration.


General Fund Revenue
2,500,000
2,000,000
1,500,000
1,000,000
500,000
-
Property Taxes
State Shared Rev
ROW Use Fee
User Related Fees
Building Fees
Planning Fees
Engineering Fees
Traffic Fines
Court Related Fees
Intergovernmental
Misc Revenue
Transfers In
2014-15
2015-16
2016-17
2017-18

General Fund

Administration

City of Happy Valley
Fiscal Year 2017 - 2018 Budget

General Fund

Administration

Manager: Barbara Muller, CPA

Administration consists of the Office of the City Manager, Human Resources, City Recorder, Risk, Finance, and Information Technology.

City Manager

The Office of the City Manager is responsible for governmental coordination/cooperation, program evaluation/management, management of City staff, Council coordination/communication, special project management, implementation of Council goals and policies, fiscal responsibility/transparency, and franchise agreement negotiation/administration.

Staff members include City Manager, Deputy City Manager, Policy Analyst, Management Analyst, Executive Assistant.

Human Resources/City Recorder/Risk Management

Human Resources is responsible for ensuring comprehensive competitive benefit packages, providing strategic interaction with departments to attract, hire, and retain top candidates for each position, work collaboratively to provide the best outcomes to challenges related to employees as they occur.

The City Recorder is responsible for the maintenance of official Ordinances and Resolutions and records pertaining to the City Council, liaison with the Clackamas County Recorder's Office, as well as all archival responsibilities for City records. The City Recorder also acts as the Elections Officer, ensuring all applicable laws are adhered to during the course of all elections within the City.

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. 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. Management of the City's insurance program including Property, Casualty, and Workers' Compensation.

Staff members include Director of Human Resources/City Recorder, Deputy City Recorder.

General Fund

Administration

Finance and Information Technology Department

Finance is responsible for management of all financial aspects in accordance with generally accepted accounting principles and Federal and State regulations, maintenance of automated systems to provide useful accurate financial information to internal and external users, creation of annual budget per local budget statutes, creation of financial statements, management of annual audit process, manage banking and investments.

Information Technology manages City servers, WAN and LAN, computer and peripheral equipment, all software programs tailored specifically to meet the varying needs of staff.

Staff members include Finance Director, Senior Accountant, Accountant, IT Administrator.

Budget Summary:

	Preceding		Adopted Budget	Budget For Fiscal Year 2017 - 2018		
	2014-15	2015-16	2016-17	Proposed	Approved	Adopted
Personnel Services	914,370	1,067,367	1,311,400	1,407,000	1,407,000	1,407,000
Material and Services	746,642	994,070	1,058,000	1,234,000	1,234,000	1,234,000
Total	1,661,012	2,061,437	2,369,400	2,641,000	2,641,000	2,641,000

Goals and Priorities

General Administration

- Continue to support the Mayor and City Council at regional committees and intergovernmental engagements.
- Continue to coordinate with the North Clackamas County Chamber, Greater Portland Inc., Clackamas County Coordinating Committee, HVBA, Clackamas County, Metro and various other jurisdictional partners and agencies.
- Explore comprehensive regulation of “sharing economy” in Happy Valley.
- Continue building legislative support for permanent police funding.
- Actively participate and advocate for Council’s legislative priorities.
- Adopt public art master plan.
- Continue to evaluate transportation funding options.
- Develop public policy to address proliferation of autonomous vehicles.
- Evaluate and take over retail sewer and storm water retail services from CCSD#1.
- Terminate our Joint Transportation Area SDC with Clackamas County, establish a Happy Valley SDC Methodology and Capital Improvement Plan.
- Evaluate the City’s role and services provided by NCPRD to the City.

General Fund

Administration

Goals and Priorities (continued)

Information Technology

- Implement Azure AD for better control of future Windows based devices including computers, tablets, and phones.
- Continue computer replacement schedule with new Windows 10 systems.
- Continue enhancements to website. Work on integration with Laserfiche to allow for the public to easily search publicly accessible documents as well as complete online forms and applications.

Finance

- Review Inventory and PO module in Incode to determine if this would be useful for new and existing processes currently being done manually by different departments.
- Create comprehensive internal control document and review all financial policies and compare to GFOA best practices.
- Refine payroll integration into Incode including aspects to enhance budgeting and 5-year projection processes.
- Gain better understanding of Budget Management tools available in Incode Version X.
- Create Capital Improvement Plan (CIP) as it relates to the Reserve for Replacement Fund.
- Move daily cash receipting to a paperless process. This is the final process in Finance to be converted to Laserfiche process.

Human Resources, City Recorder, Risk Management

- Incorporate the E-Verify System for tracking employment eligibility for new hires.
- Finalize electronic Employee Handbook system.
- Focus on succession planning.

General Fund - Administration

	Preceding 2014-15	Preceding 2015-16	Adopted Budget 2016-17	Estimate 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18	Adopted Budget 2017-18
Personnel Services							
FTE Positions	7.0	10.0	10.0	10.0	11.0	11.0	11.0
Wages	$ 585,690	$ 741,815	$ 838,000	$ 839,500	$ 956,700	$ 956,700	$ 956,700
Benefits	328,680	325,552	473,400	380,000	450,300	450,300	450,300
Total Personnel Services	914,370	1,067,367	1,311,400	1,219,500	1,407,000	1,407,000	1,407,000
Materials and Services							
Office Supplies	45,538	71,905	65,000	74,580	80,000	80,000	80,000
Professional Development	118,466	122,361	155,000	147,150	160,000	160,000	160,000
Utilities	93,249	105,311	97,000	130,200	140,000	140,000	140,000
Public Accountability	26,324	31,922	30,000	35,000	37,000	37,000	37,000
Repairs & Maintenance	45,942	16,911	16,000	15,900	17,000	17,000	17,000
Facility & Office Service Contracts	83,487	150,008	165,000	152,000	160,000	160,000	160,000
Public Outreach	130,286	177,631	130,000	148,010	160,000	160,000	160,000
General Operating	108,510	187,532	150,000	160,000	180,000	180,000	180,000
Legal	87,790	127,509	150,000	160,000	200,000	200,000	200,000
Contract Services	7,050	2,980	100,000	60,000	100,000	100,000	100,000
Total Materials and Services	746,642	994,070	1,058,000	1,082,840	1,234,000	1,234,000	1,234,000
Total Administration	$ 1,661,012	$ 2,061,437	$ 2,369,400	$ 2,302,340	$ 2,641,000	$ 2,641,000	$ 2,641,000

City of Happy Valley
Fiscal Year 2017 - 2018 Budget

General Fund

Expenditures, Administration

Personnel:

Wages: City Manager, Assistant City Manager, Finance Director, Human Resources Manager, City Recorder/Policy Analyst, Deputy City Recorder, Executive Assistant, Deputy Finance Director, Accountant, IT Administrator, Policy Analyst, Management Analyst.

Benefits: Unemployment claims, retirement incentives, employer portion of FICA and Tri-met taxes, medical and dental benefits (employees pay 5% of premium costs), life and disability insurance, payments to PERS system for both the employer percentage and 6% employee portion, and workers' compensation insurance pooled through the League of Oregon Cities.

Materials and Services:

Office Supplies: General office supplies, postage, computer and technology items less than $5,000.

Professional Development: Training, travel, and meals related to City business, annual membership and professional organization dues, certifications, subscriptions, and books for staff budgeted under Administration and City Council.

Utilities: All utilities including gas, electricity, trash, recycling, phone services, water, storm, and sewer for all City facilities excluding the Library and Community Policing Center.

Public Accountability: Legal notices, website hosting of Municipal Code, financial audit, city recorder fees.

Public Outreach: Costs associated with City events, expenses for City sponsored events with other civic entities, community events, social media, newsletter (portion allocated to the Public Safety Fund), tourism, annexation program, merchandise for sale with the City logo, and Youth Council.

Repairs and Maintenance: Repairs, improvements, maintenance, and cleaning supplies for the City Hall building and systems.

Facility and Office Service Contracts: Annual maintenance and service contracts related to the City's facilities and operations. This includes the accounting system, internet services, website, document management, network, computer software, facility access and security, elevator, HVAC, landscape, and janitorial services maintenance agreements.

General Operating: Property, General Liability Automobile, banking fees, title search fees, other miscellaneous fees, costs associated with recruiting and hiring, and employee recognition and appreciation programs.

Legal: Legal expenses pertaining to all General Fund departments.

Contract Services: Services required beyond the scope of staff and items requested by Council.

General Fund

Community Services/Public Safety Department

General Fund

Community Services and Public Safety

Manager: Steve Campbell

Community Services and Public Safety consists of Police, Emergency Management, Code Enforcement, Animal Control, Municipal Court/Juvenile Diversion and Public Information & Services.

Police/Emergency Management

Police/Emergency Services works in coordination with the Clackamas County Sheriff's Office and Clackamas Fire District #1 for public safety and emergency services, oversees the police contract including; police staffing, mission/goals and general police services. Maintain safety through prevention of events that could endanger the safety of the public, maintain crime prevention programs, coordinate public forums (Traffic & Public Safety Committee) for citizens to address safety concerns, develop Emergency Operations Plan, Hazard Mitigation Plan and Continuity of Operations Plan, serve as Emergency Manager, serve as Incident Commander when Emergency Operations Center enacted.

Staff members include Community Services and Public Safety Director, Administrative Assistant.

Code Enforcement & Animal Control

Municipal code enforcement, and animal control enforcement occurs through its code officers and volunteers with prompt, professional response to complaints and strives to increase code compliance through pro-active enforcement and effective communication and mediation with citizens, businesses, builders/developers and neighbors. Officers and volunteers utilize the code compliance function as early detection mechanism for other problem situations that may be present in the neighborhood. Oversees the crime prevention program and crime watch volunteers to patrol parks, schools and open spaces. Reconnect lost or found animals with their owners through licensing records and chip ID recognition. Investigates animal neglect and abuse complaints. Educate owners about animal laws regarding the benefits of a properly licensed pets.

Staff members include Code Enforcement Supervisor, Code Enforcement Officers (2).

Municipal Court / Juvenile Diversion

Administers judicial resolution of minor traffic and parking violations, minors in possession of alcohol and tobacco and City ordinance infractions. Court staff oversees the administrative duties of enrollment, instruction and compliance monitoring of its traffic safety and fireworks diversion classes to those who qualify for this educational component of the court process. Court staff resolve specified offenses through compliance, diversion, or non-contested payment. Juvenile Diversion grants low level youth offenders the opportunity to perform community service.

Staff members include Court Clerks (2).

City of Happy Valley
Fiscal Year 2017 - 2018 Budget

General Fund

Community Services and Public Safety

Public Information & Services

Serve as the bridge between our city government, local media, citizens and the business community. Serve as the Public Information Office, manage the newsletter, press releases, community radio station, city website, and City social media. Serve as liaison to the Happy Valley Business Alliance. Oversee Happy Valley Youth Council program, tourism program, passport services program, park and sports field reservations, residential tree permits, business licenses, special event permits, filming permits, alarm permits, burn permits and animal licensing. Organize community events such as the 4th of July Family Festival, National Night Out, Summer Concerts, Safety Fair, Harvest Fest, Tree Lighting, and Dumpster Day. Provide assistance for major, profit and non-profit events, HOA liaison to share knowledge regarding city ordinances and other neighborhood issues. Coordinates school activities involving the city government, manages the city's volunteer program including blood drives and community service projects. Manages the solid waste franchise, city store and marketing.

Staff members include Administrative Assistant, Program Coordinator, Program Technicians (2).

Budget Summary:

	Preceding		Adopted Budget	**Budget For Fiscal Year 2017- 2018**		
	2014-15	2015-16	2016-17	Proposed	Approved	Adopted
Personnel Services	843,230	992,484	1,127,100	1,094,000	1,094,000	1,094,000
Material and Services	54,861	50,618	62,200	72,500	72,500	72,500
Total	898,091	1,043,102	1,189,300	1,166,500	1,166,500	1,166,500

Goals and Priorities

Community Services

- Organize successful community events.
- Establish a citywide communication team.
- Create and implement citywide communication system.
- Implement new Social Media Policy.
- Provide social media training and guidelines to representatives from various City departments.
- Conduct a full launch of the Happy Valley Twitter page.
- Establish a "green team" to further internal sustainability.
- Advertise passport services.

General Fund

Community Services and Public Safety

Goals and Priorities (continued)

Community Services (continued)

- Host a passport Saturday for those residents who have difficulty submitting their applications during the normal weekly acceptance hours.
- Monitor progress of Oregon becoming compliant with federal REAL ID standards. If the State Legislature does not authorize the DMV to issue ID card compliant with federal standards, this could increase the number of passport applications at City Hall.

Code Enforcement

- Implement more Veterinarian Offices into licensing program.
- Bring Foreclosure Property Registration Online.
- Automate Online Dog Licensing, Business Licensing & Alarm Permitting.
- Add Bike Patrol to Park/Neighborhood Patrols.
- Continue education & training in prevention/enforcement.

Municipal Court

- Continue working with our software provider, Tyler Technologies, to implement new state program of submitting convictions to driver records via an electronic process.

Public Safety and Police Services

- Conduct Police Staffing Study with an emphasis on Community Policing Model.
- Increase public education on police services.
- Increase social media activity.
- Continue providing a safe community.

General Fund - Community Services and Public Safety

	Preceding 2014-15	Preceding 2015-16	Adopted Budget 2016-17	Estimate 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18	Adopted Budget 2017-18
Personnel Services							
FTE Positions	10.0	10.9	11.0	11.0	11.0	11.0	11.0
Wages	$ 538,418	$ 634,170	$ 670,800	$ 640,000	$ 700,100	$ 700,100	$ 700,100
Benefits	304,812	358,314	456,300	365,000	393,900	393,900	393,900
Total Personnel Services	843,230	992,484	1,127,100	1,005,000	1,094,000	1,094,000	1,094,000
Materials and Services							
CSPS Supplies	4,509	5,892	4,200	6,000	6,500	6,500	6,500
Professional Development	17,483	11,560	21,000	25,000	27,000	27,000	27,000
Public Safety Related	32,869	33,166	32,000	32,000	34,000	34,000	34,000
Contract Services	-	-	5,000	5,000	5,000	5,000	5,000
Total Materials and Services	54,861	50,618	62,200	68,000	72,500	72,500	72,500
Total Community Services and Public Safety	$ 898,091	$ 1,043,102	$ 1,189,300	$ 1,073,000	$ 1,166,500	$ 1,166,500	$ 1,166,500

General Fund

Expenditures, Community Services and Public Safety

Personnel:

Wages: Director of Community Services and Public Safety, Code Enforcement Supervisor, Code Enforcement Officer (2), Court Clerk (2), Administrative Assistant (2), Program Coordinator, Program Technician (2).

Benefits: Items paid from these line items include: Unemployment claims as the City is self-insured for unemployment, any retirement incentives offered, FICA and Tri-met taxes paid by the City, medical and dental benefits paid for employees (employees pay 5% of the premium costs), life, and disability insurance, payments into the PERS system for both the employer percentage and the 6% pick up employee portion.

Materials and Services:

CSPS Supplies: Supplies other than Office Supplies needed for the various functions included in this department as well as equipment below the capital item threshold. Includes but not limited to items to provide photo passport and process filing for US Customs and supplies needed in case of emergencies as stipulated in grant agreements.

Professional Development: Training, travel, and meals related to City business, annual membership dues to professional organization, certifications, subscriptions, and books for staff. Training in code enforcement, emergency services, animal control, and any of the various services provided by the department.

Public Safety Related: Lodging costs associated with non-licensed animals found in the City per requirement the City shelter animals in custody. Judge for Municipal Court sessions, translation services including signing to aid communication between defendants and court staff, student books and materials for Driver Safety Classes, and City's portion of costs for administering juvenile diversion program.

Contract Services: Contract services for nuisance abatement. The City contracts services to remove nuisances on private property if court ordered abatement fails.

General Fund

Economic and Community Development Department

General Fund

Economic and Community Development

Manager: Michael D. Walter, AICP

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

Planning and Economic Development Division

Guide residential, institutional, commercial and industrial growth to facilitate improvement of quality of life of our residents. Provide information and assistance to developers and the general public about development requirements, the planning process, and Planning Commission and City Council procedures. Optimize land development, confirm compliance with adopted land use regulations and policies, and ensure development projects enhance the functional and visual characteristics of the community. Provide technical review of preliminary and final subdivision plats, design review, transportation planning, environmental planning, landscape plan review, annexations, development agreements, and long range planning. Coordinate planning and economic development efforts with other city departments and local, regional, and state planning agencies and organizations. Review, research, and update our Comprehensive Plan and Land Development Code to be certain it meets the goals prescribed by regional and state planning agencies as well as the City Council. Promote the development and expansion of commercial, industrial and health care sector businesses. Promote the annexation of properties in order to provide future economic development opportunities and residential growth.

Staff members include the Economic and Community Development Director, Planning Services Manager, Associate Planners (2), Planning Assistant, and a GIS Technician.

Engineering Division

Oversee construction and improvement of city facilities and infrastructure, provide public works related inspections, review plans, monitor construction activities, and submit grant applications. Provide strategic planning related to new development, transportation improvements, utilities, city-supported public works programs and capital improvement projects in conjunction with other city departments. Provide city residents a high level of customer service relative to street construction, improvements, maintenance and repairs, and public rights-of-way. Coordinate surface water issues with Clackamas County Water Environment Services (WES). Coordinate with the Traffic and Public Safety Committee, City Traffic Engineer, Code Enforcement, and Public Works Director regarding the installation and maintenance of signage and traffic control devices within public rights-of-way. Coordinate with Public Works on street cleaning including; sweeping, debris pick-up and hazardous spill removal coordination, and MS4 reporting. 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 limits.

General Fund

Economic and Community Development

Oversee capital, upgrade, and public improvement projects within the public rights-of–way, utilizing System Development Charges for capital projects. Update Street Inventory Pavement Management Program and conduct feasibility studies regarding street pre-design. Work with the other departments relative to new site development, code compliance, and final plat review to assure compliance with conditions of approval. Maintain and updates as necessary the City's Construction Design Standards.

Staff members include the Engineering Manager, Civil Engineer, Engineering Technician and TSDC Program Manager.

Building Division

Provide code administration, inspection, plan review and permit services integral to the safe and effective construction of structures in the City. Services provided to architects, engineers, contractors, and members of the public who need code interpretation of various specialty codes. Maintain updated copies of Oregon's construction codes and rules for use within the jurisdiction. Ensure organizations are operating in compliance with appropriate laws, individuals are properly licensed, and products meet legal specifications. Permit and inspection services provided for structural, mechanical, electrical, and plumbing permits. Issue permits to administer and enforce the state's building codes including plan review for construction. 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). Issue timely building permits for construction projects following submission of complete permit applications and plans. Accomplish all requested building inspections within 24 hours of date of request. Respond to public concerns within 48 hours from date received. Provide inspection services and plan review to the City of Milwaukie and City of Oregon City per existing Intergovernmental Agreements. Allow for, facilitate, and encourage alternate methods of construction and or materials. Provide code resources for architects, engineers, building contractors and homeowners. Uniformly administer and enforce the state building codes, city ordinances and policies that set standards for construction.

Staff members include the Building Official, Assistant Building Official, Plumbing/Building Inspector, Plans Examiner, Building Inspectors (3), Building Permit Technicians (3) and an Administrative Assistant.

Budget Summary:

	Preceding		Adopted Budget	**Budget For Fiscal Year 2017 - 2018**		
	2014-15	2015-16	2016-17	Proposed	Approved	Adopted
Personnel Services	1,539,906	1,735,987	2,151,800	2,278,100	2,278,100	2,278,100
Material and Services	243,326	321,889	329,500	335,000	335,000	335,000
Total	1,783,232	2,057,876	2,481,300	2,613,100	2,613,100	2,613,100

General Fund

Expenditures, Economic and Community Development

Goals and Priorities

Planning & Economic Development

- Continue training new staff members and retain excellent customer services levels and quality of work given increasing permit/application levels.
- Coordinate with Clackamas County Dept. of Transportation and Development (DTD) and Water Environment Services (WES) on updated Intergovernmental Agreements (IGA's).
- Coordinate with DTD in regards to an updated Transportation System Development Charge (SDC) Methodology and Capital Improvement Plan (CIP) affecting the Transportation Joint District.
- Continue processing annexation of many hundreds of acres of land from the former western Damascus area.
- Apply for Community Planning & Development Grant from Metro to fund the integrated land use and transportation plan tentatively titled the "Pleasant Valley Comprehensive Plan"
- Adopt a second UGMA for former Damascus area.
- Continue progress on the City's Construction Excise Tax (CET) grant program working toward "development ready" status for properties in the Rock Creek Employment Center area.
- Continue work on a $53,100 Metro Community Development and Planning Grant addressing a Rock Creek Employment Center Infrastructure Financing Program.
- Continue work on a $94,000 Transportation & Growth Management (TGM) Grant for a Transportation System Plan Update.
- Develop Economic Development Strategic Plan and Implementation of Tax Abatement Program.
- Assist and process the Eagle Landing Master Plan and development applications.
- Expand a web-based map that illustrates proposed/under construction developments, including their location, size and staff report details.
- Continued progress on an updated Comprehensive Plan (new graphics/text re-structuring).
- Continued implementation of the City's annexation program for industrial, commercial and residential lands within the Urban Planning Area as outlined in the Urban Growth Management Agreement (UGMA) – primarily to the west/south.

Engineering

- Continue to provide development construction plan review, construction project management and construction inspection for new developments.
- Continue to provide inspection of right of way permit sites and smaller construction projects.
- Continue to provide engineering conditions of approval and plat review for Land Use Applications.
- Continue to provide erosion and sediment control inspections for development projects.
- Continue to coordinate consultant inspection and design services with Curran McLeod.

General Fund

Expenditures, Economic and Community Development

Goals and Priorities (continued)

Engineering Division (continued)

- Continue to coordinate internal MS4 data that is provided to WES for DEQ reporting.

Building Division

- Improve the homebuilder's use of the electronic permit system by meeting with individual homebuilders and showing them how to better use the system.
- Continue implementation of electronic submittal and plan review for residential and commercial projects.
- Improve monthly reports by making them more useful and available.
- Improve website by adding links to checklists, permit information, and Q&A's.
- Implement an archive system using Laserfiche.
- Develop residential inspection checklists for accurate and consistent inspections.
- Complete a feasibility study to see if the Building Division should assume responsibility for electrical inspections (currently done by contract with Clackamas County).
- Have 30 percent of our staff take the Incident Command System (ICS) class to better prepare our Building Division to perform our responsibilities in the event of an emergency.
- Continue excellent customer service at the front counter and in the field by providing a four-hour customer service class to the Building Division staff.
- Hold an erosion control class for inspectors and homebuilders.
- Improve communication and workflow with intergovernmental agencies.

General Fund - Economic & Community Development

	Preceding 2014-15	Preceding 2015-16	Adopted Budget 2016-17	Estimate 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18	Adopted Budget 2017-18
Personnel Services							
FTE Positions	14.8	18.0	19.0	19.0	21.0	21.0	21.0
Wages	$ 1,029,703	$ 1,162,711	$ 1,311,300	$ 1,300,000	$ 1,526,300	$ 1,526,300	$ 1,526,300
Benefits	510,203	573,276	840,500	640,300	751,800	751,800	751,800
Total Personnel Services	1,539,906	1,735,987	2,151,800	1,940,300	2,278,100	2,278,100	2,278,100
Materials and Services							
ECD Supplies	8,384	2,636	8,500	8,500	9,000	9,000	9,000
Professional Development	19,755	18,372	21,000	24,000	26,000	26,000	26,000
Contract Services	215,187	300,881	300,000	300,000	300,000	300,000	300,000
Total Materials and Services	243,326	321,889	329,500	332,500	335,000	335,000	335,000
Total Economic & Community Development	1,783,232	2,057,876	2,481,300	2,272,800	2,613,100	2,613,100	2,613,100

General Fund

Expenditures, Economic and Community Development

Personnel:

Wages: Economic and Community Development Director, Planning Services Manager, Associate Planner (2), Planning Assistant, GIS Technician, Engineering Manager, Civil Engineer, Engineering Technician, Building Official, Assistant Building Official, Plumbing/Building Inspector, Plans Examiner, Building Inspectors (4), Building Permit Technicians (3) and Administrative Assistant.

Benefits: Items paid from these line items include: Unemployment claims as the City is self-insured for unemployment, any retirement incentives offered, FICA and Tri-met taxes paid by the City, medical and dental benefits paid for employees (employees pay five percent of the premium costs), life, and disability insurance, payments into the PERS system for both the employer percentage and the six percent employee match.

Materials and Services:

ECD Supplies: Supplies other than Office Supplies needed for the various functions included in this department as well as equipment below the capital item threshold.

Professional Development: Training, travel, and meals related to City business, annual membership dues, professional organization dues, certifications, subscriptions, professional and code books. Annual membership dues paid to local, regional and national economic development, planning, engineering and building associations.

Contract Services: Contract for review of City transportation issues and reviewing development applications. Consulting professional engineer responsible for evaluating traffic safety and control issues throughout the city limits, provide assistance with construction plans, plat review, and project close out if needed, may include professional staff for erosion control permitting and inspections, as well as assistance with street design standards. Code revision and project work related to growth and future expansion most of which is proposed to be funded by grants. Costs associated with development of required legal descriptions for annexations. Fees paid to Metro for annexation. Costs associated with special projects, over-load current planning review, municipal code updates, and economic development plan assistance.

General Fund

Public Works Department

City of Happy Valley
Fiscal Year 2017 - 2018 Budget

General Fund

Public Works

Manager: Chris Randall

Public Works

Oversee operations related to the maintenance of City facilities and infrastructure, maintenance of the city's fleet of vehicles and equipment, manage and maintain quality public roads, parks, trails, storm drains, open spaces, and other infrastructure for the residents of the City. Provide quality community services for the health and safety of residents and the environment. Provide high level of customer service related to street construction, implementation, maintenance and repair, public rights-of-way maintenance and repair, coordination of surface water issues with Water Environment Services, installation and maintenance of signage within public rights-of-way, street sweeping, debris pickup-up, and hazardous spill removal coordination. Coordinate work efforts of volunteers and community work force, work with committees to address existing and anticipated concerns and goals of the community. Promote recycling and sustainability practices through building maintenance. Work with the other departments to maintain a Safety Committee, coordinate issues related to public rights-of-ways, event staffing, warning sign installation and maintenance, surface water issues, feasibility studies, forecasting, and master planning projects.

Staff members include the Public Works Director, Utility Worker II – WES Street Sweeping, Heavy Equipment Mechanic, and Administrative Assistant.

Budget Summary:

	Preceding		Adopted Budget	**Budget For Fiscal Year 2017 - 2018**		
	2014-15	2015-16	2016-17	Proposed	Approved	Adopted
Personnel Services	232,077	396,916	455,100	461,100	461,100	461,100
Material and Services	77,973	115,792	172,000	172,000	172,000	172,000
Total	310,050	512,708	627,100	633,100	633,100	633,100

Goals and Priorities

- Continue evaluation and feasibility study of Sanitary Sewer and Storm System.
- Follow-up on City Council direction regarding the Transportation Maintenance Fee.
- Finalize a Public Works Yard Feasibility.
- Explore the Veterans Memorial Project at City Hall, including assembling a subcommittee to guide the project.

General Fund - Public Works

	Preceding 2014-15	Preceding 2015-16	Adopted Budget 2016-17	Estimate 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18	Adopted Budget 2017-18
Personnel Services							
FTE Positions	1.9	4.0	4.0	4.0	4.0	4.0	4.0
Wages	$ 151,651	$ 255,215	$ 275,600	$ 276,000	$ 295,100	$ 295,100	$ 295,100
Benefits	80,426	141,701	179,500	156,000	166,000	166,000	166,000
Total Personnel Services	232,077	396,916	455,100	432,000	461,100	461,100	461,100
Materials and Services							
Public Works Supplies	11,800	7,002	14,000	10,050	14,000	14,000	14,000
Professional Development	7,704	5,890	8,000	7,000	8,000	8,000	8,000
Vehicle Operation & Main.	26,645	38,203	38,000	48,000	38,000	38,000	38,000
Repairs & Maintenance	30,324	45,207	42,000	15,000	42,000	42,000	42,000
Contract Services	1,500	19,490	70,000	50,000	70,000	70,000	70,000
Total Materials and Services	77,973	115,792	172,000	130,050	172,000	172,000	172,000
Total Public Works	310,050	512,708	627,100	562,050	633,100	633,100	633,100

General Fund

Expenditures, Public Works

Personnel:

Wages: Public Works Director, Utility Worker II - WES Street Sweeping Contract, Heavy Equipment Mechanic, Administrative Assistant

Benefits: Items paid from these line items include: Unemployment claims as the City is self-insured for unemployment, any retirement incentives offered, FICA and Tri-met taxes paid by the City, medical and dental benefits paid for employees (employees pay 5% of the premium costs), life, and disability insurance, payments into the PERS system for both the employer percentage and the 6% pick up employee portion.

Materials and Services:

Public Works Supplies: Supplies and materials for repairs and continued operation of Public Works facilities. Safety equipment worn by Public works staff for protection from injury such as hardhats, boots, gloves and safety goggles.

Professional Development: Training, travel, and meals related to City business, annual membership dues, professional organization dues, certifications, subscriptions, professional and code books. Training classes and certifications on subjects such as insecticide/herbicide use, road maintenance, safety, construction, first aid and flagman training. Staff membership in Public Works/Environmental associations, such as the American Public Works Association (APWA), Association of Clean Water Agencies (ACWA), Regional Erosion Prevention Awards program, and Pacific Northwest Clean Water Association (PNCWA).

Vehicle Operation & Maintenance: Operation, repair, and maintenance of all General Fund vehicles.

Repairs and Maintenance: Maintenance and repairs of non-vehicular equipment such as upkeep of trees, shrubs, and landscape in the public rights of way to maintain our Tree City USA status. Equipment rented during special projects. Repairs, improvements, maintenance, recycling costs, and cleaning supplies for all City buildings and systems excluding the Library and the Community Policing Center.

Contract Services: Public Works facility feasibility study and project engineering.

General Fund

Parks Department

City of Happy Valley
Fiscal Year 2017 - 2018 Budget

General Fund

Parks

Manager: Chris Randall

Parks

This department moved to a separate Parks Fund with the 2016-17 budget. Please see the Parks Fund for information regarding funding after the 2015-16 fiscal year.

Budget Summary:

	Preceding		Adopted Budget	**Budget For Fiscal Year 2017 - 2018**		
	2014-15	2015-16	2016-17	Proposed	Approved	Adopted
Personnel Services	142,693	141,785	-	-	-	-
Material and Services	172,243	122,683	-	-	-	-
Total	314,936	264,468	-	-	-	-

General Fund - Parks

	Preceding 2014-15	Preceding 2015-16	Adopted Budget 2016-17	Estimate 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18	Adopted Budget 2017-18
Personnel Services							
FTE Positions	2.0	2.0	-	-	-	-	-
Wages	$ 96,926	$ 79,252	$ -	$ -	$ -	$ -	$ -
Benefits	45,767	62,533	-	-	-	-	-
Total Personnel Services	142,693	141,785	-	-	-	-	-
Materials and Services							
Park Supplies	18,079	14,080	-	-	-	-	-
Professional Development	1,015	1,811	-	-	-	-	-
Utilities	20,166	20,532	-	-	-	-	-
Vehicle Operation & Maint.	20,352	6,105	-	-	-	-	-
Repairs & Maintenance	49,904	48,457	-	-	-	-	-
General Operating	22,691	22	-	-	-	-	-
Contract Services	40,036	31,676	-	-	-	-	-
Total Materials and Services	172,243	122,683	-	-	-	-	-
Total Parks	314,936	264,468	-	-	-	-	-

General Fund

Expenditures, Parks

Personnel:

Wages: Utility Worker II, Utility Worker I

Benefits: Unemployment claims as the City is self-insured for unemployment, any retirement incentives offered, FICA and Tri-met taxes paid by the City, medical and dental benefits paid for employees (employees pay 5% of the premium costs), life, disability, and workers' compensation insurance, payments into the PERS system for both the employer percentage and the 6% pick up employee portion.

Materials and Services:

Park Supplies: Supplies used for parks, open spaces, and trail systems to maintain safe and user-friendly environment. Safety equipment such as hardhats, safety goggles, gloves and boots.

Professional Development: Training, travel, and meals related to City business, annual membership dues, professional organization dues, certifications, subscriptions, professional and code books. Training classes and certifications on subjects such as insecticide/herbicide use, safety, first aid, splash pad and general equipment operation. Staff membership in Oregon Recreation and Parks Association, trade journal subscriptions, and dues associated with professional memberships.

Utilities: All utilities including gas, electricity, trash, recycling, phone, water, storm, sewer including portable toilets, and operation of all facilities within the park.

Vehicle Operation & Maintenance: Fuel, supplies, servicing, parts, and maintenance of Park vehicles and equipment. Equipment included are items such as the small utility vehicle, backhoe, trucks, tractor, and mowers.

Repairs and Maintenance: Expenses related to cleanup and repair of picnic areas, routine maintenance of restroom facilities, invasive plant control, repair due to vandalism, sports field maintenance, repair and maintenance of Splash Pad and equipment rental for special projects.

General Operating: No longer used due to new cost allocation model.

Contract Services: Project engineering for park system projects.

General Fund

Transfers
Contingency
Total Requirements

General Fund - Non-Departmental, Transfers, and Contingency

	Preceding 2014-15	Preceding 2015-16	Adopted Budget 2016-17	Estimate 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18	Adopted Budget 2017-18
Non-departmental wages	$ -	$ -	$ 100,000	$ -	$ -	$ -	$ -
Total Non- departmental	-	-	100,000	-	-	-	-
To Street Fund	1,029,900	-	-	-	-	-	-
To Parks Fund	-	-	181,000	146,200	330,023	330,023	330,023
To Pedestrian Improvement Project I	-	-	100,000	100,000	100,000	100,000	100,000
To Reserve for Gen Op Fund	800,000	-	198,974	198,974	-	-	-
To Gen Res for Replacement Fund	1,550,000	350,000	400,000	400,000	350,000	350,000	350,000
To Facility Cap Project Fund	-	-	-	-	1,500,000	1,500,000	1,500,000
To Debt Service Fund	1,990,000	1,000,000	985,026	985,026	-	-	-
Total Transfers	5,369,900	1,350,000	1,865,000	1,830,200	2,280,023	2,280,023	2,280,023
Contingency	-	-	2,133,138	-	2,262,779	2,262,779	2,262,779

City of Happy Valley
Fiscal Year 2017 - 2018 Budget

General Fund

Transfers, Contingency

Manager: Barbara Muller, CPA

Transfers:

To Street Fund: Shown for historical purposes. Transfer of Fee in Lieu of Construction balance to be accounted for in the Street Fund until time of construction.

To Parks Fund: Transfer to balance the Parks Fund. The Parks Fund currently expends amounts greater than the dedicated revenue sources provide so the General Fund transfer covers the deficit amount.

To Reserve for Pension Fund: Shown for historical purposes. Pension Fund eliminated and fund balance transferred to the General Fund in the 2014-15 budget.

To Reserve for Pedestrian Improvement Project Fund: Transfer to pay for pedestrian pathway improvements based on the City's adopted Pedestrian Master Plan. Improvements brought forward by the Traffic and Public Safety Committee. Reverse frontage maintenance on city boulevard streets.

To Reserve for General Operations Fund: Transfer to reserve fund established to mitigate effect of cyclical nature of development and building revenues.

To General Reserve for Replacement Fund: Transfer to reserve fund for the purchase of items per the replacement schedule.

To Reserve for Debt Service Fund: Transfer to reserve fund to pay principal and interest on outstanding bond issuance**.**

Other:

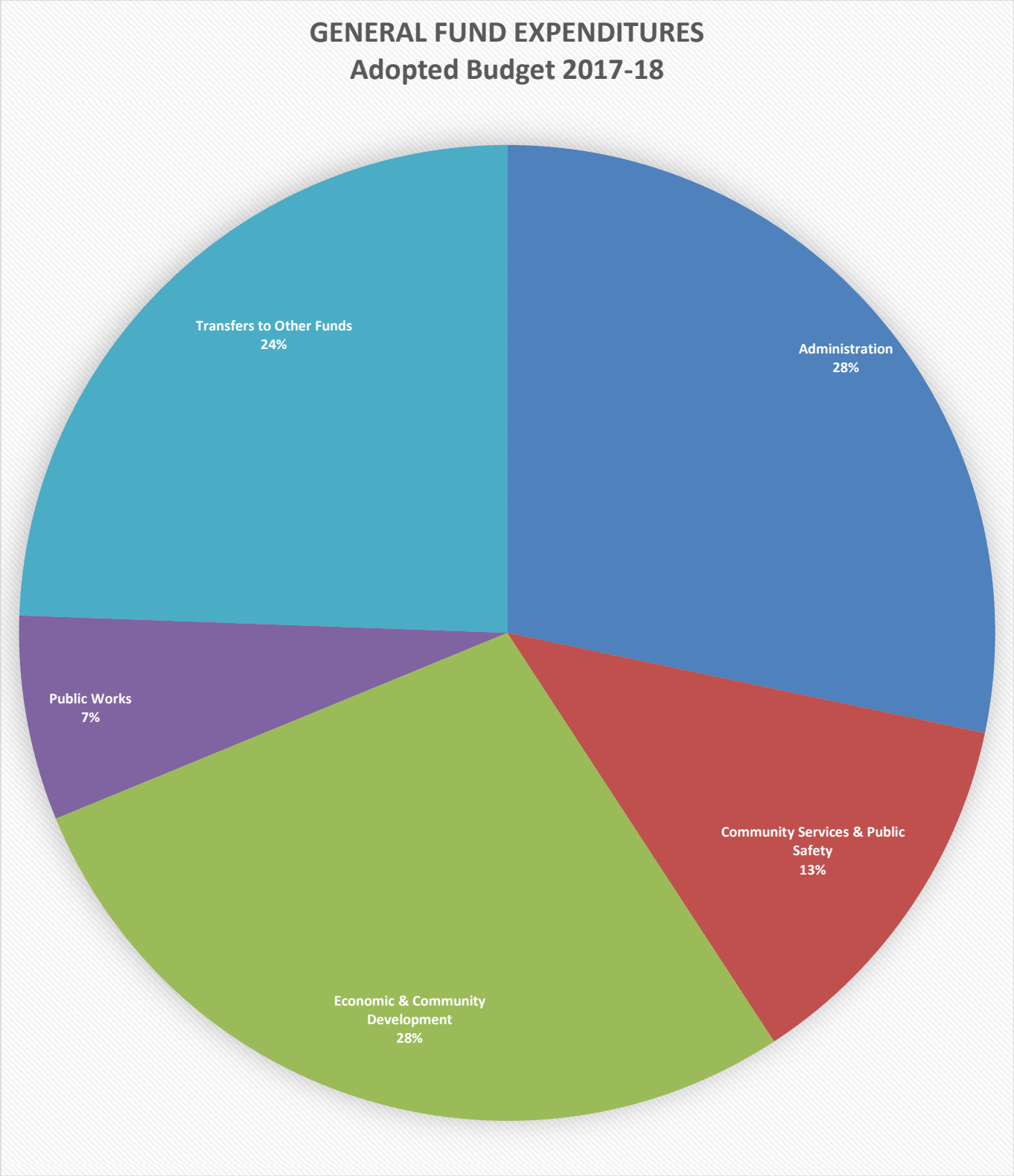
Contingency: An amount set aside to meet unforeseen circumstances. Contingency funds may only be transferred to Personnel Services, Materials and Services, and Transfers by resolutions approved by City Council. This budget has 20% in Contingency for the General Fund.

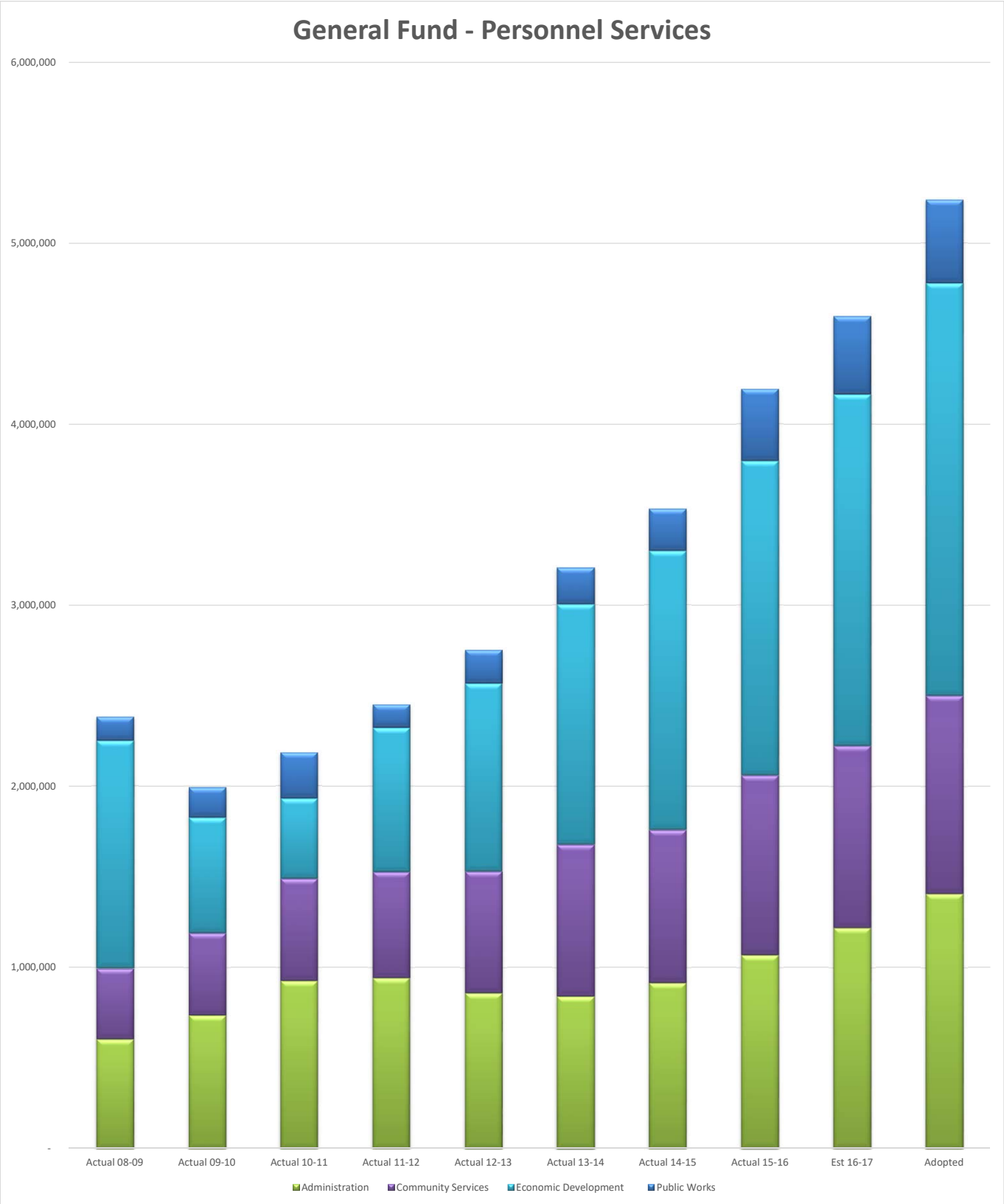
General Fund Department Totals:

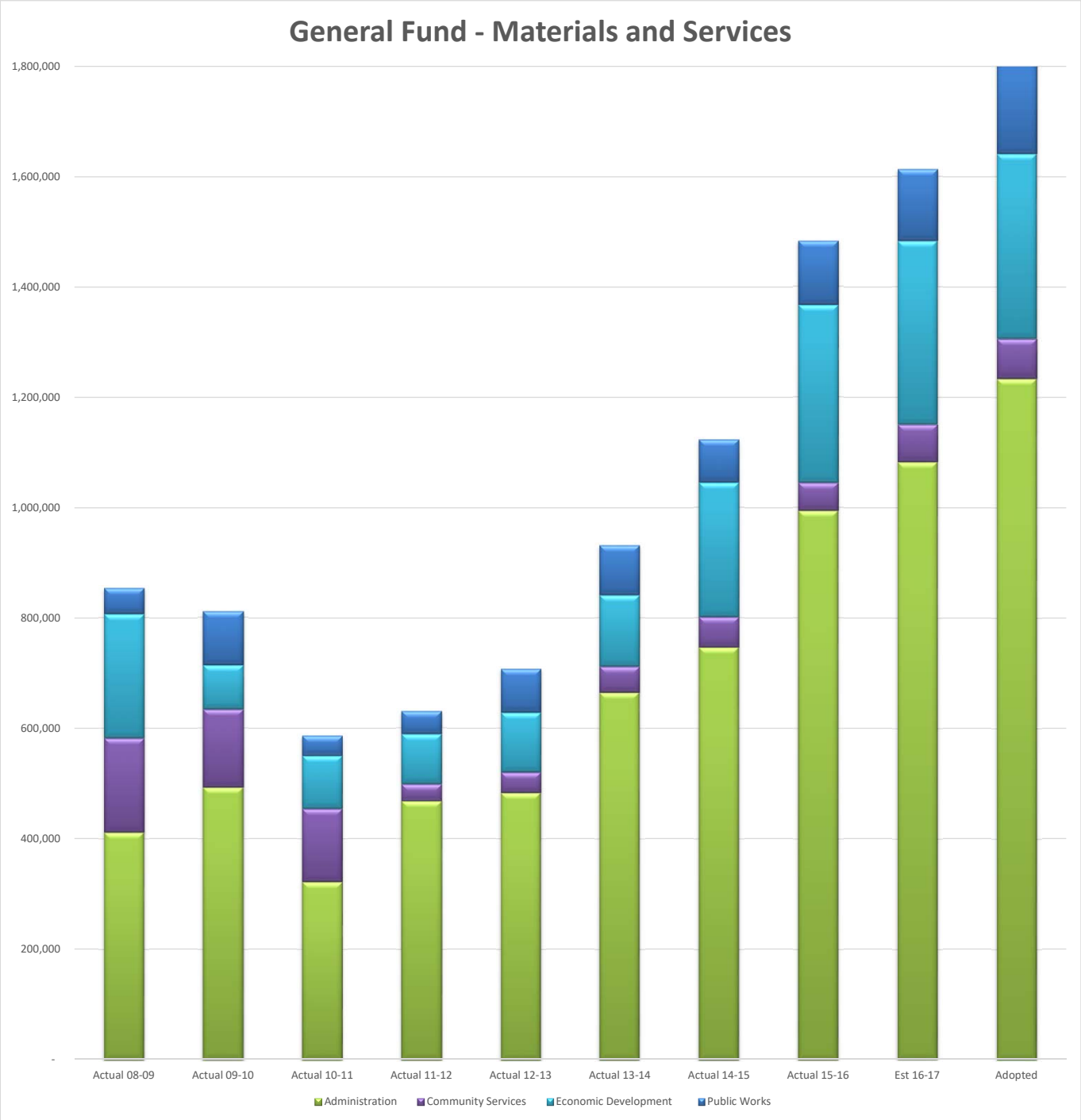
Department Totals: Summary total for each department as well as total for Non-Departmental, Transfers, and Contingency.

General Fund - Total by Department

	Preceding 2014-15	Preceding 2015-16	Adopted Budget 2016-17	Estimate 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18	Adopted Budget 2017-18
Administration	$ 1,661,012	$ 2,061,437	$ 2,369,400	$ 2,302,340	$ 2,641,000	$ 2,641,000	$ 2,641,000
Community Services / Public Safety	898,091	1,043,102	1,189,300	1,073,000	1,166,500	1,166,500	1,166,500
Economic & Community Development	1,783,232	2,057,876	2,481,300	2,272,800	2,613,100	2,613,100	2,613,100
Public Works	310,050	512,708	627,100	562,050	633,100	633,100	633,100
Parks	314,936	264,468	-	-	-	-	-
Non-Departmental	-	-	100,000	-	-	-	-
Transfers	5,369,900	1,350,000	1,865,000	1,830,200	2,280,023	2,280,023	2,280,023
Contingency	-	-	2,133,138	-	2,262,779	2,262,779	2,262,779
Total General Fund Requirements	10,337,221	7,289,591	10,765,238	8,040,390	11,596,502	11,596,502	11,596,502
Ending Fund Balance	3,106,307	4,206,967	-	3,965,727	-	-	-


GENERAL FUND EXPENDITURES
Adopted Budget 2017-18
Transfers to Other Funds
24%
Administration
28%
Public Works
7%
Community Services & Public Safety
13%
Economic & Community Development
28%


General Fund - Personnel Services
6,000,000
5,000,000
4,000,000
3,000,000
2,000,000
1,000,000
-
Actual 08-09
Actual 09-10
Actual 10-11
Actual 11-12
Actual 12-13
Actual 13-14
Actual 14-15
Actual 15-16
Est 16-17
Adopted
Administration
Community Services
Economic Development
Public Works


General Fund - Materials and Services
1,800,000
1,600,000
1,400,000
1,200,000
1,000,000
800,000
600,000
400,000
200,000
-
Actual 08-09
Actual 09-10
Actual 10-11
Actual 11-12
Actual 12-13
Actual 13-14
Actual 14-15
Actual 15-16
Est 16-17
Adopted
Administration
Community Services
Economic Development
Public Works

Parks Fund

City of Happy Valley
Fiscal Year 2017 - 2018 Budget

Parks Fund

Manager: Chris Randall

Ensure a clean, safe park and trail environment, including friendly park personnel on a daily basis. Provide a high level of customer service regarding picnic areas, sport fields, splash pad, boardwalk, park equipment, and playgrounds. Work with volunteers who provide improvements to parks and trail systems. Conduct documented park inspections once a month, provide staff support for City sponsored and endorsed park activities, maintain trail systems, and assist with construction of new trails and trail connections using City staff and volunteer labor. Maintain irrigation system to provide healthy turf and conserve water, semiannually top dress and fertilize all sports fields for optimum use throughout the year. Assist in the planning and construction of new park facilities, promote recycling and sustainability practices, and meet quarterly with the Parks Advisory Committee to discuss capital projects.
Prior to the 2016-17 fiscal year the park operation was a department within the General Fund. Please see the General Fund for financial information prior to the 2016-17 fiscal year.

Revenue
Intergovernmental revenue paid to the City from North Clackamas Parks and Recreation District (NCPRD) based on Intergovernmental Agreement (IGA). Park and trail grants received from other entities. Miscellaneous revenue is interest earned on the level of fund balance.

Expenditures
The City annexed into NCPRD as of July 1, 2006 as a result of a voter election. Per the IGA with NCPRD the City would provide maintenance of Happy Valley Park, Mt. Scott Creek Trail, Rebstock Park, Happy Valley Wetland Park, Happy Valley Nature Park, City owned open spaces, and trails. The Parks Fund also provides operations and maintenance of the splash pad, restrooms, playground structures and wooden walking paths.

Staff includes Utility Worker II, Utility Worker I.

Budget Summary:

	Preceding		Adopted Budget	Budget For Fiscal Year 2017 - 2018		
	2014-15	2015-16	2016-17	Proposed	Approved	Adopted
Personnel Services	-	-	172,400	158,800	158,800	158,800
Materials and Services	-	-	173,400	209,000	209,000	209,000
Capital Outlay	-	-	-	425,000	425,000	425,000
Transfers	-	-	98,900	127,650	127,650	127,650
Total	-	-	444,700	920,450	920,450	920,450

Parks Fund

	Preceding 2014-15	Preceding 2015-16	Adopted Budget 2016-17	Estimate 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18	Adopted Budget 2017-18
Resources							
Beginning Fund Balance	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Intergovernmental	-	-	263,700	263,700	271,677	271,677	271,677
Grant Revenue	-	-	-	-	318,750	318,750	318,750
Misc Revenue	-	-	-	-	-	-	-
Transfer In - from General Fund	-	-	181,000	146,200	330,023	330,023	330,023
Total Resources	-	-	444,700	409,900	920,450	920,450	920,450
Requirements							
Personnel Services							
FTE Positions			2.0	2.0	2.0	2.0	2.0
Wages	-	-	93,400	90,000	98,400	98,400	98,400
Benefits	-	-	79,000	52,000	60,400	60,400	60,400
Total Personnel Services	-	-	172,400	142,000	158,800	158,800	158,800
Materials and Services							
Park Supplies	-	-	19,000	16,000	17,000	17,000	17,000
Professional Development	-	-	3,200	5,000	5,000	5,000	5,000
Utilities	-	-	22,000	25,000	27,000	27,000	27,000
Vehicle Operation & Maint.	-	-	35,000	33,000	35,000	35,000	35,000
Repairs & Maintenance	-	-	64,200	60,000	65,000	65,000	65,000
Public Outreach			-	-	30,000	30,000	30,000
Contract Services	-	-	30,000	30,000	30,000	30,000	30,000
Total Materials and Services	-	-	173,400	169,000	209,000	209,000	209,000
Capital Outlay							
Grant Expenditures	-	-	-	-	425,000	425,000	425,000
Total Transfers	-	-	-	-	425,000	425,000	425,000
Transfers							
To General Fund	-	-	98,900	98,900	127,650	127,650	127,650
Total Transfers	-	-	98,900	98,900	127,650	127,650	127,650
Total Requirements	-	-	444,700	409,900	920,450	920,450	920,450
Ending Fund Balance	-	-	-	-	-	-	-

Parks Fund

Resources

Beginning Fund Balance: Funds available but not spent during the previous fiscal year.

Intergovernmental Revenue: Revenue from other municipalities or governmental agencies.

Grant Revenue: Grant Revenue received from other entities.

Misc Revenue: Includes but not limited to: unanticipated income and interest income from cash is invested in the Local Government Investment Pool and in other investments.

Transfer In - from General Fund: Transfer from General Fund to cover operating deficit.

Expenditures

Personnel:

Wages: Utility Worker II, Utility Worker I.

Benefits: Items paid from these line items include: Unemployment claims as the City is self-insured for unemployment, any retirement incentives offered, FICA and Tri-met taxes paid by the City, medical and dental benefits paid for employees (employees pay 5% of the premium costs), life, and disability insurance, payments into the PERS system for both the employer percentage and the 6% pick up employee portion.

Materials and Services:

Park Supplies: Supplies used for City parks, open spaces, and trail systems to maintain safe and user-friendly environment. Safety equipment such as hardhats, safety goggles, gloves and boots.

Professional Development: Training, travel, and meals related to City business, annual membership dues, professional organization dues, certifications, subscriptions, professional and code books. Training classes and certifications on subjects such as insecticide/herbicide use, safety, first aid, splash pad and general equipment operation. Staff membership in Oregon Recreation and Parks Association, trade journal subscriptions, and dues associated with professional memberships.

Utilities: All utilities including gas, electricity, trash, recycling, phone services, water, storm, sewer including portable toilets, and operation of all facilities within the park.

Parks Fund

Expenditures (continued)

Materials and Services (continued):

Vehicle Operation & Maintenance: Fuel, supplies, servicing, parts, and maintenance of Park vehicles and equipment. Equipment included are items such as the small utility vehicle, backhoe, trucks, tractor, and mowers.

Repairs and Maintenance: Expenses related to cleanup and repair of picnic areas, routine maintenance of restroom facilities, invasive plant control, repair due to vandalism, sports field maintenance, repair and maintenance of Splash Pad and equipment rental for special projects.

Public Outreach: Costs associated with the production of educational and promotional material, social media, and events associated with park operations.

Grant Expenditures: Expenditures related to grant received from other entities.

Contract Services: Project engineering for park system projects.

Transfers Out:

To General Fund: Amount calculated with cost allocation plan to cover administrative overhead costs. Included in these costs are city administration, finance, payroll, accounts payable, human resources, city recorder, overall administrative costs related to running the city.

Public Safety Fund

City of Happy Valley
Fiscal Year 2017 - 2018 Budget

Public Safety Fund

Manager: Steve Campbell

Provide public safety services to citizens at the level promised when the Local Option Levy was passed by the voters of the City. Account for tax dollars collected for contract law enforcement services which includes around the clock services by sworn and non-sworn officers dedicated to the City, two full time sergeants act as a field supervisor, a dedicated traffic officer, dedicated detective, Happy Valley identification on police cars, as well as local control, supervision and administration of the services provided. Services are provided through an intergovernmental agreement with the Clackamas County Sheriff Office.

Revenue
Local Option Levy property tax collections, amount from contract reconciliation with Clackamas County Sheriff Office, and interest allocated based on fund balance.

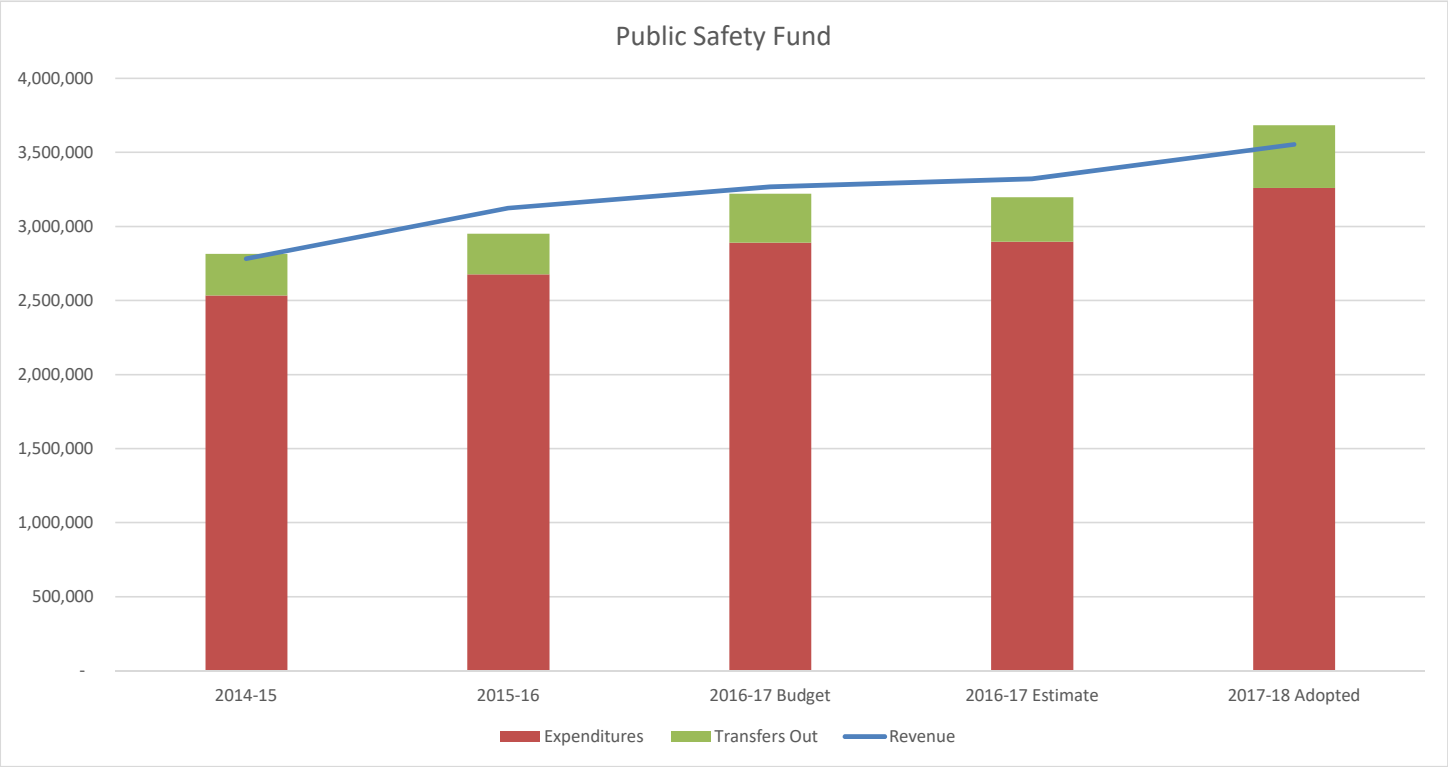
Expenditures
Public safety related services, contracted police services, equipment, training, facilities costs, and transfer to cover costs of administration. Contract includes Police Chief, Sergeant (2), Traffic Enforcement Officer, Detective, Patrol Officer (6), Non-sworn community Services Officer.

Budget Summary:

	Preceding		Adopted Budget	**Budget For Fiscal Year 2017 - 2018**		
	2014-15	2015-16	2016-17	Proposed	Approved	Adopted
Material and Services	2,534,003	2,676,831	2,891,190	3,250,000	3,250,000	3,250,000
Capital Outlay	-	-	-	10,000	10,000	10,000
Transfers	281,685	274,035	331,450	424,840	424,840	424,840
Contingency	-	-	961,375	909,011	909,011	909,011
Total	2,815,688	2,950,866	4,184,015	4,593,851	4,593,851	4,593,851

Public Safety Fund

	Preceding 2014-15	Preceding 2015-16	Adopted 2016-17 Budget	2016-17 Estimate	2017-18 Proposed	2017-18 Approved	2017-18 Adopted
Revenue	2,782,152	3,125,500	3,266,500	3,322,000	3,554,000	3,554,000	3,554,000
Expenditures	2,534,003	2,676,831	2,891,190	2,897,190	3,260,000	3,260,000	3,260,000
Transfers Out	281,685	274,035	331,450	301,450	424,840	424,840	424,840
Annual Operating Surplus / (Shortfall)	(33,536)	174,634	43,860	123,360	(130,840)	(130,840)	(130,840)
Beginning Fund Balance	775,394	741,858	917,515	916,491	1,039,851	1,039,851	1,039,851
Ending Fund Balance / Contingency	741,858	916,492	961,375	1,039,851	909,011	909,011	909,011



Public Safety Fund

	Preceding 2014-15	Preceding 2015-16	Adopted Budget 2016-17	Estimate 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18	Adopted Budget 2017-18
Resources							
Beginning Fund Balance	$ 775,394	$ 741,858	$ 917,515	$ 916,491	$ 1,039,851	$ 1,039,851	$ 1,039,851
Property Taxes	2,712,556	3,029,935	3,226,500	3,227,000	3,452,000	3,452,000	3,452,000
Misc Revenue	69,596	95,565	40,000	95,000	40,000	40,000	40,000
Transfer - from Res for Repl	-	-	-	-	62,000	62,000	62,000
Total Resources	3,557,546	3,867,358	4,184,015	4,238,491	4,593,851	4,593,851	4,593,851
Requirements							
Materials and Services							
PS Supplies	10,176	10,866	12,000	12,000	14,000	14,000	14,000
Professional Development	8,904	8,429	15,000	12,000	15,000	15,000	15,000
Utilities	16,652	18,541	17,000	16,000	17,000	17,000	17,000
Vehicle Operation & Maint.	1,717	1,328	5,000	5,000	5,000	5,000	5,000
Repairs & Maintenance	8,819	15,192	10,000	20,000	22,000	22,000	22,000
Public Outreach	12,804	2,131	15,000	20,000	25,000	25,000	25,000
Contract Services	11,960	24,936	30,000	25,000	27,000	27,000	27,000
Police Contract	2,462,971	2,595,408	2,787,190	2,787,190	3,125,000	3,125,000	3,125,000
Total Materials and Services	2,534,003	2,676,831	2,891,190	2,897,190	3,250,000	3,250,000	3,250,000
Capital Outlay							
Equip over $5,000	-	-	-	-	10,000	10,000	10,000
Total Capital Outlay	-	-	-	-	10,000	10,000	10,000
Transfers							
To General Fund	231,685	262,035	301,450	301,450	424,840	424,840	424,840
To Reserve for Replacement	50,000	12,000	30,000	-	-	-	-
Total Transfers	281,685	274,035	331,450	301,450	424,840	424,840	424,840
Contingency	-	-	961,375	-	909,011	909,011	909,011
Total Requirements	2,815,688	2,950,866	4,184,015	3,198,640	4,593,851	4,593,851	4,593,851
Ending Fund Balance	741,858	916,492	-	1,039,851	-	-	-

City of Happy Valley
Fiscal Year 2017 - 2018 Budget

Public Safety Fund

Resources

Beginning Fund Balance: Funds available but not spent during the previous fiscal year.

Property Taxes: The voters passed a local option tax levy allowing the City to levy $1.38 per thousand of assessed valuation for a period of five years to fund full time police protection within the City limits. Includes taxes levied in prior years but collected in the current year.

Misc Revenue: Includes but not limited to: unanticipated income, interest income from cash invested in the Local Government Investment Pool and other investments and the result of the reconciliation process between the City and Clackamas County regarding the actual services provided compared to the services outlined in the contract. The reconciliation process happens annually in September.

Transfer In: Transfer from Reserve for Replacement Fund. The decision was made to split the Reserve for Replacement Fund into separate funds associated with the respective funds of origin. That analysis determined the Public Safety Fund does not have enough high dollar items to warrant a separate reserve fund.

Expenditures

Materials and Services:

PS Supplies: Office supplies needed for the various functions included in this department as well as non-capital type equipment.

Professional Development: Training, travel, and meals related to City business, annual membership dues to professional organization, certifications, subscriptions, and books for staff. Training in code enforcement, emergency services, animal control, and any of the various public safety services provided by the department.

Utilities: Costs for utilities at facility provided for Sheriff Personnel.

Vehicle Operation & Maintenance: Costs related to vehicle operation and maintenance of vehicles used for public safety.

Repairs & Maintenance: Costs associated with the upkeep of the facility used by Sheriff Personnel. Costs for unexpected and unanticipated events which are beyond the scope of the current contract.

Public Outreach: Costs for Community Services officers, uniforms badges, nametags, and other required clothing and portion of newsletter.

Contract Services: Costs for contract services providing public safety in the City not covered in the inter-governmental agreement (IGA) with Clackamas County. Maintenance costs for e-ticketing software.

Police Contract - IGA: Contract with Clackamas County Sheriff for full time police protection. Contract includes Police Chief, Sergeant (2), Traffic Enforcement Officer, Detective, Patrol Officer (7), Non-sworn Community Services Officer.

Public Safety Fund

Expenditures

Capital Outlay:

Equipment over $5,000: Items associated with the maintenance and upkeep of the Community Policing Station and items to be used in connection with public safety.

Transfers:

To General Fund: Amount calculated with cost allocation plan to cover administrative overhead costs. Included in these costs are city administration, finance, payroll, accounts payable, human resources, city recorder, overall administrative costs related to running the city.

To Reserve for Replacement Fund: No longer used. Shown for historical purposes.

Other:

Contingency: Amount set aside to meet unforeseen circumstances. Contingency funds may only be transferred to Materials and Services, and Transfers by resolutions approved by City Council. This budget has 20% in Contingency for the Public Safety Fund.

Library Fund

City of Happy Valley
Fiscal Year 2017 - 2018 Budget

Library Fund

Manager: Doris Grolbert

The Library Fund provides and promotes informational, educational, cultural and recreational materials, resources and programs to enhance the economic, social and cultural vitality of the community. The Library is responsive to the needs of the community with welcoming environments, a broad range of relevant programs and materials in a variety of formats and highly qualified, customer-focused employees.

Revenue
The primary revenue for Library operations is from the distribution of Library District funds. The Library District distributes funds to each Library City according to a set formula outlined in the intergovernmental agreement and includes an assessed value and unincorporated population served calculation. In addition, the Library receives revenue from a Ready to Read grant from the State of Oregon and collection of fines, lost books, and copier fees.

Expenditures
The Library maintains a seven day a week operation in a 18,300 sq. ft. building. Staff provide adult and children's programming, reference and circulations services, cataloging of materials, and management of the Library Fund. Internet stations, public access computers and WiFi access equipment and software are provided for public use. Books, DVDs, audio books, compact discs, magazines, ebooks, and other electronic resources are purchased and processed for use by the public.

Budget Summary:

	Preceding		Adopted Budget	**Budget For Fiscal Year 2017 - 2018**		
	2014-15	2015-16	2016-17	Proposed	Approved	Adopted
Personnel Services	-	1,188,784	1,386,900	1,349,900	1,349,900	1,349,900
Material and Services	-	428,609	513,000	522,000	522,000	522,000
Transfers	-	976,190	2,239,600	1,213,925	1,213,925	1,213,925
Contingency	-	-	1,053,505	1,036,175	1,036,175	1,036,175
Total	-	2,593,583	5,193,005	4,122,000	4,122,000	4,122,000

Goals and Priorities

- Tag materials, install new self-check equipment and implement RFID. RFID will increase staff efficiency and safety. It will also provide a better patron experience.
- Increase open hours allowing for more morning access, programs, and opportunities.
- Expand foreign language materials for adults.
- Orient the new Library Board and review State standards. Develop goals, objectives and strategic plan to meet all the standards.
- Develop a newsletter for schools, teachers, and caregivers to increase awareness of our services.

Library Fund

	Preceding 2014-15	Preceding 2015-16	Adopted 2016-17 Budget	2016-17 Estimate	2017-18 Proposed	2017-18 Approved	2017-18 Adopted
Revenue	-	2,454,502	2,517,765	2,557,265	2,672,000	2,672,000	2,672,000
Expenditures	-	1,617,393	1,899,900	1,659,802	1,871,900	1,871,900	1,871,900
Transfers Out	-	976,190	2,239,600	2,239,600	1,213,925	1,213,925	1,213,925
Annual Operating Surplus / (Shortfall)	-	(139,081)	(1,621,735)	(1,342,137)	(413,825)	(413,825)	(413,825)
Beginning Fund Balance	-	2,925,104	2,675,240	2,785,983	1,450,000	1,450,000	1,450,000
Ending Fund Balance / Contingency	-	2,786,023	1,053,505	1,443,847	1,036,175	1,036,175	1,036,175

Library Fund

	Preceding 2014-15	Preceding 2015-16	Adopted Budget 2016-17	Estimate 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18	Adopted Budget 2017-18
Resources							
Beginning Fund Balance	$ -	$ 2,925,104	$ 2,675,240	$ 2,785,983	$ 1,450,000	$ 1,450,000	$ 1,450,000
District Revenue	-	2,382,949	2,456,265	2,456,265	2,560,000	2,560,000	2,560,000
User Related	-	42,554	43,000	40,000	42,000	42,000	42,000
Misc Revenue	-	28,999	18,500	61,000	70,000	70,000	70,000
Total Resources	-	5,379,606	5,193,005	5,343,248	4,122,000	4,122,000	4,122,000
Requirements							
Personnel Services							
FTE Positions	-	14.1	14.6	14.6	15.6	15.6	15.6
Wages	-	810,437	889,800	862,596	944,900	944,900	944,900
Benefits	-	378,347	497,100	381,206	405,000	405,000	405,000
Total Personnel Services	-	1,188,784	1,386,900	1,243,802	1,349,900	1,349,900	1,349,900
Materials and Services							
Office Supplies	-	33,166	35,000	28,000	54,000	54,000	54,000
Professional Development	-	1,867	3,000	3,000	3,000	3,000	3,000
Library Media	-	245,753	300,000	290,000	310,000	310,000	310,000
Utilities	-	29,064	25,000	24,000	30,000	30,000	30,000
Repairs & Maintenance	-	34,026	100,000	6,000	40,000	40,000	40,000
Facility and Office Contracts	-	84,733	50,000	65,000	85,000	85,000	85,000
Total Materials and Services	-	428,609	513,000	416,000	522,000	522,000	522,000
Transfers							
To General Fund	-	331,190	389,600	389,600	513,925	513,925	513,925
To Lib Reserve for Replacement Func	-	645,000	1,850,000	1,850,000	700,000	700,000	700,000
Total Transfers	-	976,190	2,239,600	2,239,600	1,213,925	1,213,925	1,213,925
Contingency	-	-	1,053,505	-	1,036,175	1,036,175	1,036,175
Total Requirements	-	2,593,583	5,193,005	3,899,402	4,122,000	4,122,000	4,122,000
Ending Fund Balance	-	2,786,023	-	1,443,847	-	-	-

Library Fund

Resources

Beginning Fund Balance: Funds available but not spent during the previous fiscal year.

District Revenue: Each year the District receives the amount collected for the year plus delinquent taxes recovered from the previous year. The District distributes funds when received using the formula. The Formula has two components:

City Assessed Value Component: The annual distribution to a Library City for properties within its boundaries shall equal the assessed value of such Library City's properties, as established annually by the Clackamas County Assessor, divided by the total assessed value of all properties in the District. This determines the Assessed Value Percentage Rate for each Library City. Each Library City will receive funds equal to the Assessed Value fund amount multiplied by its individual Assessed Value Percentage Rate.

Unincorporated Population Served Component: After calculation of each Library City's Assessed Value fund amount, the District shall calculate the remaining funds to be distributed (the "Remainder Amount") and distribute those funds based on the Unincorporated Population Served Percentage Rate based on their Service Population Area.

User Related Fees: Library receives overdue fines, payments for lost material, internet fees, copier fees, and printer fees.

Misc Revenue: Includes but not limited to donations, interest income from cash invested in the Local Government Investment Pool and other investments. Ready to Read grant from the State of Oregon to provide funds for Summer Reading and reading readiness programs.

Expenditures

Personnel*:*

Wages: Library Director, Library Supervisor, Librarians, Administrative Assistant, Library Assistants, Library Aides.

Benefits: Items paid from these line items include: Unemployment claims as the City is self-insured for unemployment, any retirement incentives offered, FICA and Tri-met taxes paid by the City, medical and dental benefits paid for employees (employees pay 5% of the premium costs), life, and disability insurance, payments into the PERS system for both the employer percentage and the 6% pick up employee portion.

Library Fund

Expenditures (continued)

Materials and Services:

Office Supplies: General office supplies, postage, Ready to Read grant expenditures, program expenditures, and cleaning supplies for the Library building and systems.

Professional Development: Training, travel, and meals related to City business, annual membership and professional organization dues, certifications, subscriptions, and books for Library staff.

Library Media: Books, music CDs, audio books, DVDs and Blu-Ray discs, kits, e-books, periodicals, databases and electronic resources for the public's use.

Utilities: Gas, electricity, trash, recycling, phone services, water, internet, storm, and sewer.

Repairs and Maintenance: Repairs, improvements, maintenance, and computer and technology items less than $5,000.

Facility and Office Service Contracts: Annual maintenance and service contracts related to the Library's facilities and operations. This includes internet services, access and security, elevator, HVAC, janitorial services, network, and computer software maintenance agreements.

Transfers:

To General Fund: Amount calculated with cost allocation plan to cover administrative overhead costs. Included in these costs are city administration, finance, payroll, accounts payable, human resources, city recorder, overall administrative costs related to running the city.

To Library Reserve for Replacement Fund: Transfer to accumulate funds for purchases per the Library Reserve for Replacement list.

Other:

Contingency: An amount set aside to meet unforeseen circumstances. Contingency funds may be transferred to Personnel Services, Materials and Services, and Transfers by resolutions approved by Council. This budget has 24% in Contingency for the Library Fund.

Street Maintenance Fund

City of Happy Valley
Fiscal Year 2017 - 2018 Budget

Street Maintenance Fund

Manager: Chris Randall

The Street Maintenance Fund provides maintenance, and preservation of all paved roads and streets within the City. Provide high level of customer service related to street construction, public rights-of-way maintenance and repair, coordination of surface water issues with Water Environment Services, installation and maintenance of signage within public rights-of-way, street sweeping, debris pickup-up, and hazardous spill removal coordination. Maintenance activities include but are not limited to pothole patching, street reconstruction, overlays, seal coating, crack sealing, street sweeping, sign replacement, fog and centerline striping, median maintenance, debris pickup and removal, and hazardous spill cleanup. Promote and pursue the use of the Pedestrian Master Plan. Update street standard construction details to address changing needs. Promote recycling and sustainability practices. Work with Engineering Department related to inspections, public rights-of-ways, street design, maintenance, and preservation, and reconstruction. Maintenance activities are coordinated with other agencies such as Clackamas County Water Environment Services (WES) and Department of Transportation and Development, and Oregon Department of Transportation.

Revenue

City's share of State Highway Trust Fund from a per-gallon tax and state vehicle registration fees, intergovernmental revenue based on agreements with neighboring jurisdictions for street sweeping and public works projects, and interest earned on the level of fund balance. Also included is revenue from City gas tax from any gas station operating within city boundaries.

Expenditures

Reconstruction, overlays, slurry seals, and crack seals, installation and maintenance of traffic signage and striping, street sweeping, debris pickup, hazardous spill removal coordination, inclement weather services including: snow removal and sanding icy roads, maintenance and improvements to meet the street maintenance index. Staff training and continued education related to street maintenance practices.

Budget Summary:

			Adopted Budget	Budget for Fiscal Year 2017 - 2018		
	2014-15	2015-16	2016-17	Proposed	Approved	Adopted
Personnel Services	309,023	230,125	278,000	281,700	281,700	281,700
Material and Services	246,026	196,923	281,000	348,500	348,500	348,500
Capital Outlay	269,721	318,697	686,417	506,128	506,128	506,128
Transfers	192,503	296,278	267,470	320,000	320,000	320,000
Total	1,017,273	1,042,023	1,512,887	1,456,328	1,456,328	1,456,328
Reserve for Future Expenditures		1,145,945	1,145,945	1,415,223	1,415,223	1,415,223

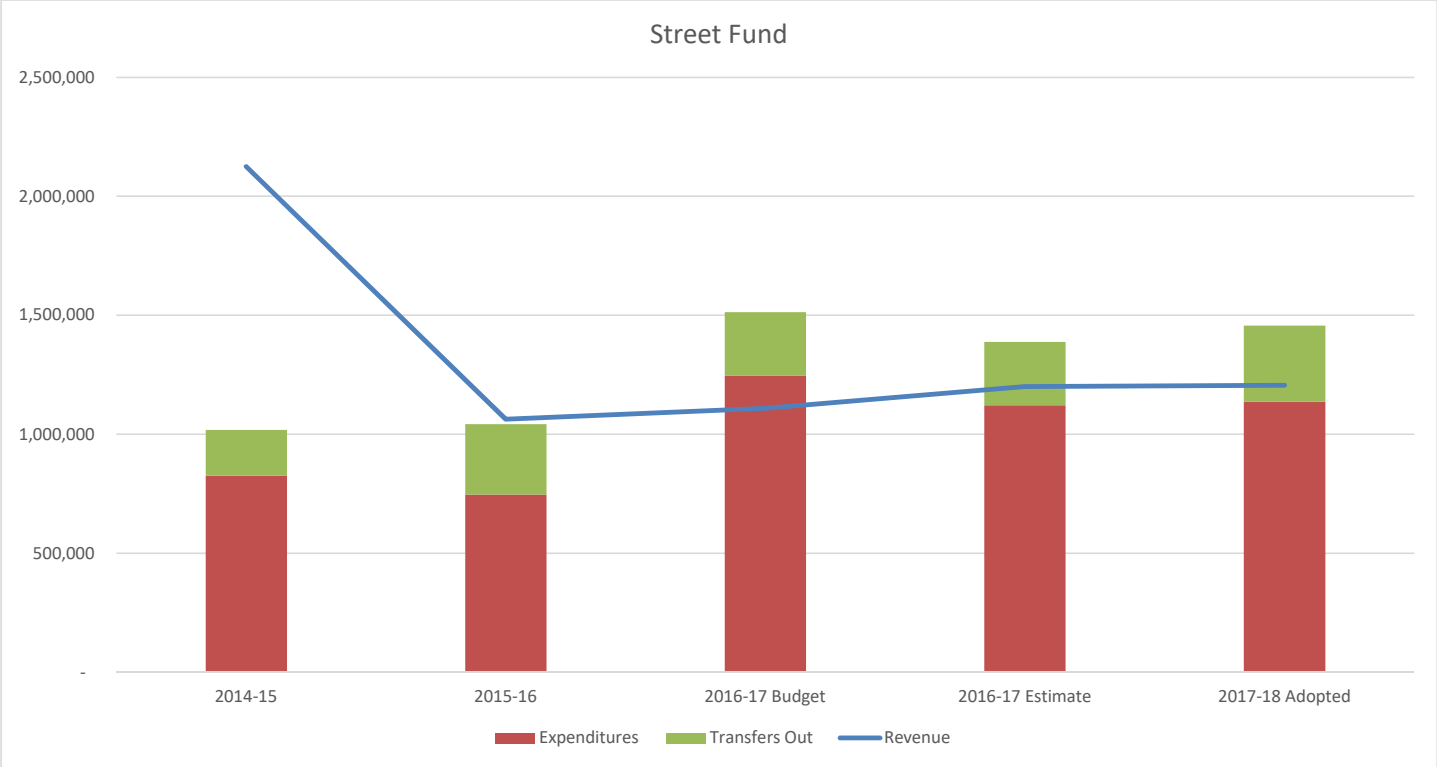
Goals and Priorities

- As local roads begin to age and require more routine maintenance at the same time fuel tax dollars decrease across the State, the City needs to secure more sustainable funding for roads. Not maintaining roads today could result in costs ten times greater in the future to rebuild local streets.

Street Fund

	Preceding 2014-15	Preceding 2015-16	Adopted 2016-17 Budget	2016-17 Estimate	2017-18 Proposed	2017-18 Approved	2017-18 Adopted
Revenue	2,125,327	1,063,321	1,108,300	1,200,000	1,206,200	1,206,200	1,206,200
Expenditures	824,770	745,745	1,245,417	1,120,500	1,136,328	1,136,328	1,136,328
Transfers Out	192,503	296,278	267,470	267,470	320,000	320,000	320,000
Annual Operating Surplus / (Shortfall)	1,108,054	21,298	(404,587)	(187,970)	(250,128)	(250,128)	(250,128)
Beginning Fund Balance	607,924	686,078	1,550,532	1,853,321	1,665,351	1,665,351	1,665,351
Ending Fund Balance (fee in lieu of contruction)	1,715,978	707,376	1,145,945	1,665,351	1,415,223	1,415,223	1,415,223

2014-15 spike in revenue is Transfer In from General Fund for Fees in lieu of construction which are Reserved



Street Fund

	Preceding 2014-15	Preceding 2015-16	Adopted Budget 2016-17	Estimate 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18	Adopted Budget 2017-18
Resources							
Beginning Fund Balance	$ 607,924	$ 686,078	$ 1,550,532	$ 1,853,321	$ 1,665,351	$ 1,665,351	$ 1,665,351
State Shared Revenues	930,226	1,010,589	1,006,300	1,090,000	1,076,200	1,076,200	1,076,200
Intergovernmental Revenue	29,977	33,193	40,000	40,000	40,000	40,000	40,000
Local Gas Tax Revenue	-	-	60,000	50,000	75,000	75,000	75,000
TMF Revenue	-	-	-	-	-	-	-
Misc Revenue	135,224	19,539	2,000	20,000	15,000	15,000	15,000
Transfer from General Fund	1,029,900	-	-	-	-	-	-
Total Resources	2,733,251	1,749,399	2,658,832	3,053,321	2,871,551	2,871,551	2,871,551
Requirements							
Personnel Services							
FTE Positions	5.0	3.0	3.0	3.0	3.0	3.0	3.0
Wages	182,748	135,780	154,200	145,000	168,200	168,200	168,200
Benefits	126,275	94,345	123,800	97,000	113,500	113,500	113,500
Total Personnel Services	309,023	230,125	278,000	242,000	281,700	281,700	281,700
Materials and Services							
Supplies	8,015	1,414	8,000	7,000	8,000	8,000	8,000
Professional Development	5,140	6,120	6,000	6,000	6,500	6,500	6,500
Utilities	8,265	7,468	12,000	10,500	12,000	12,000	12,000
Vehicle Operation & Maint.	20,905	18,188	25,000	25,000	27,000	27,000	27,000
Repairs and Maintenance	158,586	129,738	180,000	180,000	195,000	195,000	195,000
Contract Services	45,115	33,995	50,000	50,000	100,000	100,000	100,000
Total Materials and Services	246,026	196,923	281,000	278,500	348,500	348,500	348,500
Capital Outlay							
Street Reconstruction	269,721	318,697	686,417	600,000	506,128	506,128	506,128
Total Capital Outlay	269,721	318,697	686,417	600,000	506,128	506,128	506,128
Transfers							
To General Fund	92,503	196,278	167,470	167,470	220,000	220,000	220,000
To Street Reserve for Replacement Fund	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Total Transfers	192,503	296,278	267,470	267,470	320,000	320,000	320,000
Total Requirements	1,017,273	1,042,023	1,512,887	1,387,970	1,456,328	1,456,328	1,456,328
Reserved for Future Expenditures	1,029,900	1,145,945	1,145,945	-	1,415,223	1,415,223	1,415,223
Ending Fund Balance	1,715,978	707,376	-	1,665,351	-	-	-

City of Happy Valley
Fiscal Year 2017 - 2018 Budget

Street Maintenance Fund

Resources

Beginning Fund Balance: Funds available but not spent during the previous fiscal year.

State Shared Revenue: The City's share of the apportionment of Highway Fund revenue (includes Motor Vehicle Fuel Tax Fees, Motor Carrier Fees, DMV Registration Fees, and Road Use Assessment Fees). These funds are distributed under ORS 366.524 and 366.800.

Intergovernmental Revenue: Revenue from other municipalities or governmental agencies. Payment for street sweeping services and public works projects provided to other jurisdictions,

Local Gas Tax Revenue: Revenue from City gas tax from any gas station operating within city boundaries.

Transportation Maintenance Fee (TMF) Revenue: Revenue collected from residents for maintenance of streets within city boundaries if passed by council.

Misc Revenue: Includes but not limited to: unanticipated income and interest income from cash is invested in the Local Government Investment Pool and other investments.

Expenditures

Personnel:

Wages: Utility Worker II (2), Utility Worker I

Benefits: Items paid from these line items include: Unemployment claims as the City is self-insured for unemployment, any retirement incentives offered, FICA and Tri-met taxes paid by the City, medical and dental benefits paid for employees (employees pay 5% of the premium costs), life, disability, and workers' compensation insurance, payments into the PERS system for both the employer percentage and the 6% pick up employee portion.

Materials and Services:

Supplies: Safety equipment worn by staff to protect them from injury. Examples: Hardhats, safety goggles, gloves and boots.

Professional Development: Training, travel, and meals related to City business, annual membership dues, professional organization dues, certifications, subscriptions, professional and code books. Cost of travel, meals and lodging while attending training and meetings. Costs for the attendance at street construction/inspection and/or maintenance seminars and training materials. Memberships associated with street repair and maintenance and subscriptions to trade journals.

Utilities: Share of cost of utilities for Public Works Shop. Equipment to control vehicle speeds and routes, i.e., lights, speed humps, barricades, and school zone indicators. Also includes Street Lighting District expense.

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.

Street Maintenance Fund

Materials and Services: (continued)

Repairs and Maintenance: Maintenance and repairs of non-vehicular equipment. Street name, warning, notification signage, and striping located within the public rights of way. Street sweeping recycling and disposal. Continued equipment repairs and improvements associated with the Public Works Operations Facility. Materials for minor or emergency street repairs such as crushed rock, cold patch, and sealers. Costs due to severe or inclement weather where snow or ice create driving hazards. Cost of debris removal caused by severe wind or rain events. Expenditures related to any emergency events that cause damage to publicly owned infrastructure. Additional equipment rental during special projects or emergency situations.

Contract Services: Cost of using outside organizations or companies for the routine maintenance of streets, such as crack sealing, tree maintenance, and street sweeping. Utilization of traffic and civil engineering consulting services as required for street improvements projects.

Capital Outlay:

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

Potential projects for the current year include:

Spring Mountain Road

Valley View Terrace

Transfers Out:

To General Fund: Amount calculated with cost allocation plan to cover administrative overhead costs. Included in these costs are city administration, finance, payroll, accounts payable, human resources, city recorder, overall administrative costs related to running the city.

To Street Reserve for Replacement Fund: Transfer to accumulate funds for purchases per the Street Reserve for Replacement list.

Other:

Reserved for Future Expenditures: Amount set aside to meet unforeseen circumstances. Will be appropriated based on policy thresholds.

Storm and Parks System Development Charges Fund

City of Happy Valley
Fiscal Year 2017 - 2018 Budget

Storm and Parks System Development Charges Fund

Managers: Michael D. Walter, AICP / Chris Randall

ORS 223.297 to 223.314 provides a uniform framework for imposing systems development charges (SDC) by governmental units and established that these charges may only be used for capital improvements. ORS 223.307 sets authorized expenditure of SDC's. Stating improvement fees may be spent only on capacity increasing capital improvements, including expenditures relating to repayment of debt for such improvement. An increase in system capacity may be established if improvement increases level of performance or service provided by existing facilities or provides new facilities. ORS 223.311 requires SDC's be deposited into accounts designated for such monies and an annual accounting of these funds is to be made.

Revenue
Storm Drain and Parks SDCs, interest, miscellaneous revenue.

Expenditures
Storm Drain SDCs
Used to complete Capital Storm Drain Projects as identified in the City's Storm Drain Master Plan and Capital Improvement Plan (CIP). Projects are planned within the City's major drainage ways and focused on watershed protection/enhancement activities.

Contract Services
Used to complete a Parks SDC methodology along with the Capital Improvement Plan.

Budget Summary:

	Preceding		Adopted Budget	Budget for Fiscal Year 2017-18		
	2014-15	2015-16	2016-17	Proposed	Approved	Adopted
Materials and Services	-	-	-	-	-	100,000
Capital Outlay	66,110	25,658	903,815	898,000	898,000	798,000
Total	66,110	25,658	903,815	898,000	898,000	898,000
Reserve for Future Expenditures	-	-	-	-	-	100,000

Storm and Park System Development Charges (SDC) Fund

	Preceding 2014-15	Preceding 2015-16	Adopted Budget 2016-17	Estimate 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18	Adopted Budget 2017-18
Resources							
Beginning Fund Balance	$ 693,579	$ 700,815	$ 807,815	$ 835,458	$ 802,000	$ 802,000	$ 802,000
SDC - Storm Drainage	67,584	150,134	90,000	70,000	90,000	90,000	90,000
SDC - Parks	-	-	-	-	-	-	100,000
Misc Revenue	5,762	10,167	6,000	12,000	6,000	6,000	6,000
Total Resources	766,925	861,116	903,815	917,458	898,000	898,000	998,000
Requirements							
Materials and Services							
Contract Services	-	-	-	-	-	-	100,000
Total Materials and Services	-	-	-	-	-	-	100,000
Capital Outlay							
SDC Projects - Storm Drain	2,916	25,658	903,815	115,000	898,000	898,000	798,000
SDC Projects - Parks	63,194	-	-	-	-	-	-
Total Capital Outlay	66,110	25,658	903,815	115,000	898,000	898,000	798,000
Transfers							
To General Fund	-	-	-	-	-	-	-
Total Transfers	-	-	-	-	-	-	-
Total Requirements	66,110	25,658	903,815	115,000	898,000	898,000	898,000
Reserve for Future Expenditures	-	-	-	-	-	-	100,000
Ending Fund Balance	700,815	835,458	-	802,458	-	-	-

Storm and Parks System Development Charges Fund

Resources

Beginning Fund Balance: Funds available but not spent during the previous fiscal year.

Misc Revenue: Interest earned on cash invested in the Local Government Investment Pool and other investments.

SDC – Storm Drain: SDC's collected on building permits to fund the City's CIP for storm drainage.
SDC – Parks: SDC's collected on building permits to fund the City's CIP for Parks.

Expenditures

Materials and Services:

Contract Services: Contract for creation of the Park SDC methodology study including the creation of the Capital Improvement Plan for Parks.

Capital Outlay:

Planned projects for Storm Drain

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

- Storm Drain Master Plan update
- Storm Drain system construction in undeveloped storm drain system areas
- Partnerships with outside agencies associated with capital storm drain projects within Clackamas County Service District No. 1 (CCSD#1).

Transportation System Development Charges Fund

City of Happy Valley
Fiscal Year 2017 - 2018 Budget

Transportation System Development Charges Fund

Managers: Michael D. Walter, AICP / Chris Randall

ORS 223.297 to 223.314 provides a uniform framework for imposing systems development charges (SDC) by governmental units and established that these charges may only be used for capital improvements. ORS 223.307 sets authorized expenditure of SDC's. Stating improvement fees may be spent only on capacity increasing capital improvements, including expenditures relating to repayment of debt for such improvement. An increase in system capacity may be established if improvement increases level of performance or service provided by existing facilities or provides new facilities. ORS 223.311 requires systems development charges be deposited into accounts designated for such monies and an annual accounting of these funds is to be made.

Revenue
Transportation SDCs, interest, miscellaneous revenue.

Expenditures
Completion of Capital Transportation Projects as identified in the City's Transportation System Plan (TSP) and Capital Improvement Plan (CIP). Also includes an SDC methodology and administrative documents.

Budget Summary:

	Preceding		Adopted Budget	**Budget for Fiscal Year 2017-18**		
	2014-15	2015-16	2016-17	Proposed	Approved	Adopted
Materials and Services	-	-	-	50,000	50,000	50,000
Transfer out	-	-	-	150,000	150,000	150,000
Total	-	-	-	200,000	200,000	200,000

Transportation System Development Charges (SDC) Fund

	Preceding 2014-15	Preceding 2015-16	Adopted Budget 2016-17	Estimate 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18	Adopted Budget 2017-18
Resources							
Beginning Fund Balance	$ -	$ -	$ -	$ -	$ -	$ -	$ -
SDC - Transportation	-	-	-	-	3,000,000	3,000,000	3,000,000
Misc Revenue	-	-	-	-	5,000	5,000	5,000
Total Resources	-	-	-	-	3,005,000	3,005,000	3,005,000
Requirements							
Materials and Services							
Contract Services	-	-	-	-	50,000	50,000	50,000
Total Materials and Services	-	-	-	-	50,000	50,000	50,000
Transfers							
To General Fund	-	-	-	-	150,000	150,000	150,000
Total Transfers	-	-	-	-	150,000	150,000	150,000
Total Requirements	-	-	-	-	200,000	200,000	200,000
Reserve for Future Expenditures	-	-	-	-	2,805,000	2,805,000	2,805,000
Ending Fund Balance	-	-	-	-	-	-	-

Transportation System Development Charges Fund

Resources

Beginning Fund Balance: Funds available but not spent during the previous fiscal year.

SDC – Transportation (TSDC's): TSDC's collected on building permits to fund the City's CIP for transportation.

Misc. Revenue: Interest earned on cash invested in the Local Government Investment Pool and other investments.

Expenditures

Materials and Services:

Contract Services: Completion of the Capital Improvement Plan (CIP), SDC methodology, and administrative documents.

Transfers Out:

To General Fund: Administrative fees collected to fund the TSDC Program Manager in the Economic and Community Development Department (Engineering Division).

Other:

Reserved for Future Expenditures: Amount set aside to meet unforeseen circumstances. Will be appropriated based on policy thresholds.

Pedestrian Improvement Projects Fund

City of Happy Valley
Fiscal Year 2017 - 2018 Budget

Pedestrian Improvement Projects Fund

Managers: Michael D. Walter, AICP / Chris Randall

Purpose of this fund is to account for pedestrian pathways and other improvements based on the City's adopted Pedestrian Master Plan. High priority projects constructed as funds become available. Smaller projects to connect existing pedestrian networks approved by Council annually.

Revenue
Payments from other entities and transfers from the General Fund.

Expenditures
Project engineering and costs for construction of planned pedestrian projects. Amounts allocated annually for Traffic and Public Safety projects as well as for boulevard sidewalk maintenance. Amounts used for matching when grants are awarded to the City.

Budget Summary:

	Preceding		Adopted Budget	**Budget For Fiscal Year 2017 - 2018**		
	2014-15	2015-16	2016-17	Proposed	Approved	Adopted
Material and Services	2,857	-	10,000	10,000	10,000	10,000
Capital Outlay	-	39,375	835,500	925,708	925,708	925,708
Transfers	59,850	33,352	36,900	46,360	46,360	46,360
Total	62,707	72,727	882,400	982,068	982,068	982,068

Pedestrian Improvement Projects (PIP) Fund

	Preceding 2014-15	Preceding 2015-16	Adopted Budget 2016-17	Estimate 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18	Adopted Budget 2017-18
Resources							
Beginning Fund Balance	$ 684,633	$ 751,284	$ 780,400	$ 814,968	$ 875,068	$ 875,068	$ 875,068
Misc Revenue	3,192	4,443	2,000	7,000	7,000	7,000	7,000
Privilege Tax	126,166	131,968	-	-	-	-	-
Transfer In - From General Fund	-	-	100,000	100,000	100,000	100,000	100,000
Total Resources	813,991	887,695	882,400	921,968	982,068	982,068	982,068
Requirements							
Materials and Services							
Contract Engineering	2,857	-	10,000	-	10,000	10,000	10,000
Total Materials and Services	2,857	-	10,000	-	10,000	10,000	10,000
Capital Outlay							
Pedestrian Pathways	-	39,375	435,500	110,000	185,708	185,708	185,708
Grant Match	-	-	400,000	-	740,000	740,000	740,000
Total Capital Outlay	-	39,375	835,500	110,000	925,708	925,708	925,708
Transfers							
To General Fund	59,850	33,352	36,900	36,900	46,360	46,360	46,360
Total Transfers	59,850	33,352	36,900	36,900	46,360	46,360	46,360
Total Requirements	62,707	72,727	882,400	146,900	982,068	982,068	982,068
Reserved for Future Expenditures	-	-	-	-	-	-	-
Ending Fund Balance	751,284	814,968	-	775,068	-	-	-

Pedestrian Improvement Projects Fund

Resources

Beginning Fund Balance: Funds available but not spent during the previous fiscal year.

Misc Revenue: Interest earned on cash invested in the Local Government Investment Pool and other investments.

Privilege Tax: This resource is now part of the right of way fee collected in the General Fund.

Transfers In: Transfer to fund projects.

Expenditures

Materials and Services:

Contract Engineering: Transportation engineering and planning.

Capital Outlay:

Pedestrian Pathways: Construction of pedestrian pathways. The Traffic and Public Safety Committee reviews and prioritizes a list of projects up to $50,000 per budget cycle to the Public Works Director and City Manager for consideration. Also $10,000 per budget cycle for the maintenance of boulevard street sidewalks.

Grant Match: Matching funds paid to comply with grant award. Included are the 122nd/129th RFFA grant design engineering phase.

Transfers:

To General Fund: Amount calculated with cost allocation plan to cover administrative overhead costs. Included in these costs are city administration, finance, payroll, accounts payable, human resources, city recorder, overall administrative costs related to running the city.

Facility Capital Projects Fund

City of Happy Valley
Fiscal Year 2017 - 2018 Budget

Facility Capital Projects Fund

Manager: Barbara Muller, CPA

This fund was created for the construction of new facilities including but not limited to a public works facility and a police station. The timing of these projects is uncertain but the eventual purchase of land and construction of the facilities will be accounted for in this fund.

Revenue
Transfers from the General Fund.

Expenditures
Purchase of land and expenditures related to the construction of facilities.

Budget Summary:

	Preceding		Adopted Budget	**Budget For Fiscal Year 2017 - 2018**		
	2014-15	2015-16	2016-17	Proposed	Approved	Adopted
Capital Outlay	-	-	-	1,500,000	1,500,000	1,500,000
Total	-	-	-	1,500,000	1,500,000	1,500,000

Facility Capital Projects Fund

	Preceding 2014-15	Preceding 2015-16	Adopted Budget 2016-17	Estimate 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18	Adopted Budget 2017-18
Resources							
Beginning Fund Balance	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Transfers In	-	-	-	-	1,500,000	1,500,000	1,500,000
Total Resources	-	-	-	-	1,500,000	1,500,000	1,500,000
Requirements							
Capital Outlay							
Land	-	-	-	-	1,500,000	1,500,000	1,500,000
Total Capital Outlay	-	-	-	-	1,500,000	1,500,000	1,500,000
Total Requirements	-	-	-	-	1,500,000	1,500,000	1,500,000
Reserved for Future Expenditures	-	-	-	-	-	-	-
Ending Fund Balance	-	-	-	-	-	-	-

City of Happy Valley
Fiscal Year 2017 - 2018 Budget

Facility Capital Projects Fund

Resources

Transfer from General Fund: Amounts from the General Fund to allow for the construction of facilities.

Expenditures

Capital Outlay:

Land: Purchase of land for future facility location.

Reserve for General Operations Fund

City of Happy Valley
Fiscal Year 2017 - 2018 Budget

Reserve for General Operations Fund

Manager: Barbara Muller, CPA

This reserve fund will hold amounts to be accumulated and expended to offset the cyclical nature of general operation resources. The most recent economic downturn highlighted the cyclical nature of revenues in the General Fund and the impact that has on the ability to ensure service delivery in the event of an economic downturn. The amount to be accumulated in this fund along with the conditions for expenditures are set forth in Policy 13-04 - Budget Reserves & Contingency.

Revenue
Transfer from the General Fund for future general operations expenditures.

Expenditures
Will be used to offset the effects of the cyclical nature of revenue generation in the General Fund in future years based on Policy 13-04 – Budget Reserves & Contingency.

The fund will be reviewed to determine whether it will be continued or abolished each year. When it is determined it is no longer necessary to maintain this reserve fund any unexpended balance in the fund will be transferred to another fund. Any unexpended balance is not required to be held for subsequent expenditure for the purposes for which this fund was established.

Budget Summary:

	Preceding		Adopted Budget	**Budget For Fiscal Year 2017 - 2018**		
	2014-15	2015-16	2016-17	Proposed	Approved	Adopted
Reserve for Future Expenditures	2,000,000	2,000,000	2,198,974	2,198,974	2,198,974	2,198,974
Total	2,000,000	2,000,000	2,198,974	2,198,974	2,198,974	2,198,974

Reserve for General Operations Fund

	Preceding 2014-15	Preceding 2015-16	Adopted Budget 2016-17	Estimate 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18	Adopted Budget 2017-18
Resources							
Beginning Fund Balance	$ 1,200,000	$ 2,000,000	$ 2,000,000	$ 2,000,000	$ 2,198,974	$ 2,198,974	$ 2,198,974
Transfer from General Fund	800,000	-	198,974	198,974	-	-	-
Total Resources	2,000,000	2,000,000	2,198,974	2,198,974	2,198,974	2,198,974	2,198,974
Total Reserved for Future Expenditures	2,000,000	2,000,000	2,198,974	2,198,974	2,198,974	2,198,974	2,198,974

City of Happy Valley
Fiscal Year 2017 - 2018 Budget

Reserve for General Operations Fund

Resources

Transfer from General Fund: Transfer from the General Fund.

Expenditures

Other:

Reserved for Future Expenditures: Amount set aside to meet unforeseen circumstances. Will be appropriated based on policy thresholds.

General Reserve for Replacement Fund

City of Happy Valley
Fiscal Year 2017 - 2018 Budget

General Reserve for Replacement Fund

Manager: Barbara Muller, CPA

Created to provide a long-term approach to funding the purchase and replacement of equipment and major facility maintenance expenditures. A schedule was established to calculate the amount required annually based on the expected useful life of equipment and facilities. The schedule is reviewed and updated annually based on an assessment of the condition of items along with any additions or deletions of equipment or facilities. The fund will be reviewed to determine whether it will be continued or abolished each year. When it is determined it is no longer necessary to maintain this reserve fund any unexpended balance in the fund will be transferred to another fund. Any unexpended balance is not required to be held for subsequent expenditure for the purposes for which this fund was established. This fund allows the City to save for replacement of all major capital items without having dramatic swings in the General Fund and makes for clear and relevant analysis of operating trends.

Revenue

Transfers from the General Fund, PEG revenue, interest.

Expenditures

Repair and replacement of Items listed on the replacement schedules. The schedules are reviewed periodically throughout the year and annually for the budget process. The assumptions used to create the schedules are reviewed for validity and changed if required. The transfers out are the Library and Street reserve balances to create their own reserve funds. The Public Safety reserve balance was transferred back to the Public Safety fund.

Budget Summary:

	Preceding		Adopted Budget	**Budget For Fiscal Year 2017 - 2018**		
	2014-15	2015-16	2016-17	Proposed	Approved	Adopted
Material and Services	382,332	238,539	765,000	665,000	665,000	665,000
Capital Outlay	569,097	50,532	1,575,000	950,000	950,000	950,000
Transfers Out	-	-	-	2,842,900	2,842,900	2,842,900
Total	951,429	289,071	2,340,000	4,457,900	4,457,900	4,457,900
Reserved for Future Expenditures	-	-	2,495,000	636,100	636,100	636,100

General Reserve for Replacement Fund

	Preceding 2014-15	Preceding 2015-16	Adopted Budget 2016-17	Estimate 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18	Adopted Budget 2017-18
Resources							
Beginning Fund Balance	$ 954,623	$ 1,851,842	$ 2,300,000	$ 2,831,366	$ 4,500,000	$ 4,500,000	$ 4,500,000
PEG revenue	148,648	161,595	155,000	200,900	65,000	65,000	65,000
Misc Revenue	-	-	-	-	4,000	4,000	4,000
Transfers In	1,700,000	1,107,000	2,380,000	2,350,000	350,000	350,000	350,000
Total Resources	2,803,271	3,120,437	4,835,000	5,382,266	4,919,000	4,919,000	4,919,000
Requirements							
Materials and Services							
Equipment - under $5,000	82,269	161,980	150,000	75,000	150,000	150,000	150,000
Repairs and Maintenance	299,709	76,559	600,000	45,000	500,000	500,000	500,000
Education Benefits	354	-	15,000	-	15,000	15,000	15,000
Total Materials and Services	382,332	238,539	765,000	120,000	665,000	665,000	665,000
Capital Outlay							
Vehicles	8,478	2,376	300,000	3,750	300,000	300,000	300,000
Equipment - over $5,000	560,619	29,791	400,000	90,000	400,000	400,000	400,000
Park Improvements	-	18,365	725,000	553,000	50,000	50,000	50,000
Facility Improvements	-	-	100,000	108,000	100,000	100,000	100,000
PEG Grants	-	-	50,000	-	100,000	100,000	100,000
Total Capital Outlay	569,097	50,532	1,575,000	754,750	950,000	950,000	950,000
Transfers							
To Street Reserve Fund	-	-	-	-	330,900	330,900	330,900
To Public Safety Fund	-	-	-	-	62,000	62,000	62,000
To Library Reserve Fund	-	-	-	-	2,450,000	2,450,000	2,450,000
Total Transfers	-	-	-	-	2,842,900	2,842,900	2,842,900
Total Requirements	951,429	289,071	2,340,000	874,750	4,457,900	4,457,900	4,457,900
Reserved for Future Expenditures	-	-	2,495,000	-	461,100	461,100	461,100
Ending Fund Balance	1,851,842	2,831,366	-	4,507,516	-	-	-

City of Happy Valley
Fiscal Year 2017 - 2018 Budget

General Reserve for Replacement Fund

Resources

Beginning Fund Balance: Funds available but not spent during the previous year.

PEG Revenue: Cable PEG fees collected for Public, Educational and Governmental access.

Misc Revenue: Includes interest income from cash in the Local Government Investment Pool.

Transfers In: Amounts from the General Fund per replacement schedules.

Expenditures

Materials and Services:

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

Repairs and Maintenance: Repairs and maintenance items per replacement schedules.

Education Benefits: Benefits provided to staff for education.

Capital Outlay:

Vehicles: Vehicles per replacement schedules.

Equipment – over $5,000: Equipment per replacement schedules.

Facility Improvements: Facility improvements per replacement schedules.

Park Improvements: Park improvements scheduled for the current budget year per Council direction.

PEG Grants: Grants awarded based on criteria.

Other:

Reserved for Future Expenditures: Amount set aside to meet unforeseen circumstances. Will be appropriated based on policy thresholds.

Library Reserve for Replacement Fund

City of Happy Valley
Fiscal Year 2017 - 2018 Budget

Library Reserve for Replacement Fund

Manager: Barbara Muller, CPA

Created to provide a long-term approach to funding the purchase and replacement of equipment and major facility maintenance expenditures associated with the Library. A schedule was established to calculate the amount required annually based on the expected useful life of equipment and facilities. The schedule is reviewed and updated annually based on an assessment of the condition of items along with any additions or deletions of equipment or facilities.

The fund will be reviewed to determine whether it will be continued or eliminated each year. When it is determined it is no longer necessary to maintain this reserve fund any unexpended balance in the fund will be transferred to the Library Fund. Any unexpended balance is not required to be held for subsequent expenditure for the purposes for which this fund was established.

This fund allows the City to save for replacement of all major library capital items without having dramatic swings in the operating Library Fund and makes for clear and relevant analysis of operating trends.

Revenue

Transfers from the Library Fund and interest earned on amounts invested in the Local Government Investment Pool and other investments.

Expenditures

Repair and replacement of 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:

	Preceding		Adopted Budget	**Budget For Fiscal Year 2017 - 2018**		
	2014-15	2015-16	2016-17	Proposed	Approved	Adopted
Material and Services	-	-	-	150,000	150,000	150,000
Capital Outlay	-	-	-	600,000	600,000	600,000
Total	-	-	-	750,000	750,000	750,000
Reserved for Future Expenditures	-	-	-	2,404,000	2,404,000	2,404,000

Library Reserve for Replacement Fund

	Preceding 2014-15	Preceding 2015-16	Adopted Budget 2016-17	Estimate 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18	Adopted Budget 2017-18
Resources							
Beginning Fund Balance	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Misc Revenue	-	-	-	-	4,000	4,000	4,000
Transfers In	-	-	-	-	3,150,000	3,150,000	3,150,000
Total Resources	-	-	-	-	3,154,000	3,154,000	3,154,000
Requirements							
Materials and Services							
Equipment - under $5,000	-	-	-	-	50,000	50,000	50,000
Repairs and Maintenance	-	-	-	-	100,000	100,000	100,000
Total Materials and Services	-	-	-	-	150,000	150,000	150,000
Capital Outlay							
Equipment - over $5,000	-	-	-	-	500,000	500,000	500,000
Facility Improvements	-	-	-	-	100,000	100,000	100,000
Total Capital Outlay	-	-	-	-	600,000	600,000	600,000
Total Requirements	-	-	-	-	750,000	750,000	750,000
Reserved for Future Expenditures	-	-	-	-	2,404,000	2,404,000	2,404,000
Ending Fund Balance	-	-	-	-	-	-	-

City of Happy Valley
Fiscal Year 2017 - 2018 Budget

Library Reserve for Replacement Fund

Resources

Beginning Fund Balance: Funds available but not spent during the previous year.

Transfers In: Amounts from the Library Fund per the replacement schedule.

Expenditures

Materials and Services:

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

Repairs and Maintenance: Repairs and maintenance items per replacement schedules.

Capital Outlay:

Vehicles: Vehicles per replacement schedules.

Equipment – over $5,000: Equipment per replacement schedules.

Facility Improvements: Facility improvements per replacement schedules.

Other:

Reserved for Future Expenditures: Amount set aside to meet unforeseen circumstances. Will be appropriated based on policy thresholds.

Street Reserve for Replacement Fund

City of Happy Valley
Fiscal Year 2017 - 2018 Budget

Street Reserve for Replacement Fund

Manager: Barbara Muller, CPA

Created to provide a long-term approach to funding the purchase and replacement of equipment and major facility maintenance expenditures associated with the street maintenance. A schedule was established to calculate the amount required annually based on the expected useful life of equipment and facilities. The schedule is reviewed and updated annually based on an assessment of the condition of items along with any additions or deletions of equipment or facilities.

The fund will be reviewed to determine whether it will be continued or eliminated each year. When it is determined it is no longer necessary to maintain this reserve fund any unexpended balance in the fund will be transferred to the Library Fund. Any unexpended balance is not required to be held for subsequent expenditure for the purposes for which this fund was established.

This fund allows the City to save for replacement of all major street capital equipment items without having dramatic swings in the Street Maintenance Fund and makes for clear and relevant analysis of operating trends.

Revenue

Transfers from the Street Fund and interest earned on amounts invested in the Local Government Investment Pool and other investments.

Expenditures

Repair and replacement of 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:

	Preceding		Adopted Budget	**Budget For Fiscal Year 2017 - 2018**		
	2014-15	2015-16	2016-17	Proposed	Approved	Adopted
Material and Services	-	-	-	75,000	75,000	75,000
Capital Outlay	-	-	-	356,900	356,900	356,900
Total	-	-	-	431,900	431,900	431,900
Reserved for Future Expenditures	-	-	-	-	-	-

Street Reserve for Replacement Fund

	Preceding 2014-15	Preceding 2015-16	Adopted Budget 2016-17	Estimate 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18	Adopted Budget 2017-18
Resources							
Beginning Fund Balance	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Misc Revenue	-	-	-	-	1,000	1,000	1,000
Transfers In	-	-	-	-	430,900	430,900	430,900
Total Resources	-	-	-	-	431,900	431,900	431,900
Requirements							
Materials and Services							
Equipment - under $5,000	-	-	-	-	25,000	25,000	25,000
Repairs and Maintenance	-	-	-	-	50,000	50,000	50,000
Total Materials and Services	-	-	-	-	75,000	75,000	75,000
Capital Outlay							
Vehicles	-	-	-	-	80,000	80,000	80,000
Equipment - over $5,000	-	-	-	-	276,900	276,900	276,900
Total Capital Outlay	-	-	-	-	356,900	356,900	356,900
Total Requirements	-	-	-	-	431,900	431,900	431,900
Reserved for Future Expenditures	-	-	-	-	-	-	-
Ending Fund Balance	-	-	-	-	-	-	-

Street Reserve for Replacement Fund

Resources

Beginning Fund Balance: Funds available but not spent during the previous year.

Transfers In: Amounts from the Street Fund per the replacement schedule.

Expenditures

Materials and Services:

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

Repairs and Maintenance: Repairs and maintenance items per replacement schedules.

Capital Outlay:

Vehicles: Vehicles per replacement schedules.

Equipment – over $5,000: Equipment per replacement schedules.

Reserve for Debt Service Fund

City of Happy Valley
Fiscal Year 2017 - 2018 Budget

Reserve for Debt Service Fund

Manager: Barbara Muller, CPA

Created to pay debt payments for City of Happy Valley, Oregon Full Faith and Credit Obligations Series 2007 issued August 15, 2007. The final transfer from the General Fund was made with the 2016-17 budget. The total outstanding balance of the debt obligations was paid March 27, 2017. This fund will no longer be used but will be shown for historical purposes.

Revenue

Transfer from the General Fund.

Expenditures

Principal and interest payments for City of Happy Valley, Oregon full Faith and Credit Obligations Series 2007 issued August 15, 2007.

Budget Summary:

	Preceding		Adopted Budget	**Budget For Fiscal Year 2017 - 2018**		
	2014-15	2015-16	2016-17	Proposed	Approved	Adopted
Debt Service	375,944	371,700	3,603,513	-	-	-
Total Expenditures	375,944	371,700	3,603,513	-	-	-
Reserve for Future Expenditures	1,990,187	2,618,487	-	-	-	-
Total	2,366,131	2,990,187	3,603,513	-	-	-

Reserve for Debt Service Fund

	Preceding 2014-15	Preceding 2015-16	Adopted Budget 2016-17	Estimate 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18	Adopted Budget 2017-18
Resources							
Beginning Fund Balance	$ 376,131	$ 1,990,187	$ 2,618,487	$ 2,618,487	$ -	$ -	$ -
Transfer from General Fund	1,990,000	1,000,000	985,026	985,026	-	-	-
Total Resources	2,366,131	2,990,187	3,603,513	3,603,513	-	-	-
Requirements							
Debt Service							
Principal Payment	215,000	220,000	3,530,000	3,530,000	-	-	-
Interest Payment	160,944	151,700	73,513	73,513	-	-	-
Total Debt Service	375,944	371,700	3,603,513	3,603,513	-	-	-
Total Requirements	375,944	371,700	3,603,513	3,603,513	-	-	-
Ending Fund Balance	1,990,187	2,618,487	-	-	-	-	-

City of Happy Valley
Fiscal Year 2017 - 2018 Budget

Reserve for Debt Service Fund

Resources

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

Expenditures

Debt Service:

Principal Payment: Principal payment due on repayment of debt per schedule. Final payment was made in March 2017.

Interest Payment: Interest payment due on repayment of debt per schedule. Final payment was made in March 2017.

Other:

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

Reserve for Pension Fund

City of Happy Valley
Fiscal Year 2017 - 2018 Budget

Reserve for Pension Fund

Manager: Barbara Muller, CPA

Originally this reserve fund was created to set aside funds to offset the volatility of the Public Employees Retirement System (PERS) employer rates charged to the City.

It was decided during the 2014-15 budget process that PERS rate volatility is part of the Reserve for General Operations Fund purpose so this fund was eliminated.

The balance was transferred to the General Fund and included in the Reserve for General Operations Fund.

Budget Summary:

	Preceding		Adopted Budget	**Budget For Fiscal Year 2017 - 2018**		
	2014-15	2015-16	2016-17	Proposed	Approved	Adopted
Transfers	240,000	-	-	-	-	-
Total	240,000	-	-	-	-	-

Resources

Beginning Fund Balance: Funds available but not spent during the previous fiscal year.

Transfer from General Fund: Transfer from the General Fund.

Expenditures

TRANSFERS:

To General Fund: Transfer balance back to fund of origin.

Glossary

Glossary

Accrual basis. Method of accounting recognizing transactions when they occur without regard toward cash flow timing [ORS 294.311(1)].

Activity. That portion of the work of an organizational unit relating to a specific function or class of functions, a project or program, a subproject or subprogram, or any convenient division of these [ORS 294.311(2)].

Adopted budget. Financial plan that is the basis for appropriations. Adopted by the governing body [ORS 294.456].

Ad valorem tax. A property tax computed as a percentage of the value of taxable property. See "Assessed Value."

Appropriation. Authorization for spending a specific amount of money for a specific purpose during a fiscal year. It is based on the adopted budget, including supplemental budgets, if any. It is presented in a resolution or ordinance adopted by the governing body [ORS 294.311(3)].

Approved budget. The budget that has been approved by the budget committee. The data from the approved budget is published in the Financial Summary before the budget hearing [ORS 294.428].

Assessed value. The value set on real and personal property as a basis for imposing taxes. It is the lesser of the property's maximum assessed value or real market value. The growth is limited to 3% unless an exception applies (e.g., new or enlarged structure).

Assessment date. The date on which the real market value of property is set—January 1.

Audit. The annual review and appraisal of a municipal corporation's accounts and fiscal affairs conducted by an accountant under contract or the Secretary of State [ORS 297.425].

Audit report. A report in a form prescribed by the Secretary of State made by an auditor expressing an opinion about the propriety of a local government's financial statements, and compliance with requirements, orders and regulations.

Bequest. A gift by will of personal property; a legacy.

Biennial budget. A budget for a 24-month period.

Billing rate. A district's tax rate used to compute ad valorem taxes for each property. The billing rate is expressed in dollars per $1,000 of assessed property value.

Budget. Written document showing the local government's comprehensive financial plan for one fiscal year or biennium. It must include a balanced statement of actual revenues and expenditures during each of the last two years, and estimated revenues and expenditures for the current and upcoming year [ORS 294.311(5)].

Budget committee. Fiscal planning board of a local government, consisting of the governing body plus an equal number of registered voters appointed from the district [ORS 294.414].

Budget message. Written explanation of a local government's budget and financial policies, including any changes from the prior fiscal year. It is prepared and presented under the direction of the executive officer or chairperson of the governing body [ORS 294.403].

Budget officer. Person appointed by the governing body to assemble budget material and information and to physically prepare the proposed budget [ORS 294.331].

Budget period. For local governments on a biennial budget, the 24-month period beginning July 1 and ending June 30 of the second following calendar year. See also "Fiscal year."

Budget transfers. Amounts moved from one fund to finance activities in another fund. They are shown as expenditures in the originating fund and revenues in the receiving fund.

Capital outlay. Items which generally have a useful life of one or more years, such as machinery, land, furniture, equipment, or buildings.

Capital projects fund. A fund used to account for resources, such as bond sale proceeds, and expenditures to be used for major capital item purchase or construction [OAR 150- 294.352(1)].

Cash basis. System of accounting under which revenues are accounted for only when received in cash, and expenditures are accounted for only when paid [ORS 294.311(9)].

Category of limitation. The three categories of taxes on property for the purpose of the constitutional limits - education, general government, excluded from limitation [ORS 310.150].

Compression. A reduction in taxes required by Measure 5 (1990) property tax limits. Compression is computed on a property-by-property basis, and is first applied towards local option tax levies, then permanent rate levies.

Consolidated billing tax rate. The consolidated billing tax rate is the combined total of the billing rates for all taxing districts in a limitation category in the code area but does not include the billing rate for any urban renewal special levies or non-ad valorem taxes, fees, or other charges.

Constitutional limits. The maximum amount of tax on property that can be collected from an individual property for education and for other government activities (Art. XI, sect. 11b, Or Const.).

Contingency. An amount appropriated in anticipation that some operating expenditures will become necessary which cannot be foreseen and planned in the budget. A general operating fund may contain one line for operating contingency [ORS 294.388].

Debt service fund. A fund established to account for payment of general long-term debt principal and interest [OAR 150-294.352(1)].

Devise. A gift by will of the donor of real property.

District. See “Local government.” A local government entity that imposes property taxes (e.g. county, city, K-12 school district).

Division of tax. Division of tax refers to the process of, and revenue from, apportioning tax to urban renewal agencies based on the relationship of the excess to frozen value, a.k.a. tax increment revenue.

Double majority. A term that refers to an election where at least 50 percent of the registered voters eligible to vote in the election cast a ballot and more than 50 percent voting approve the question. *(Any March or September Election)*

Education category. The limitation category for taxes that will be used to support the public school system and that are not used to pay exempt bonded indebtedness [ORS 310.150(1)(b)].

Encumbrance. An obligation chargeable to an appropriation and for which part of the appropriation is reserved [ORS 294.311(13)].

Enterprise fund. A fund established to account for operations that are financed and operated in a manner similar to private business enterprises. They are usually self- supporting. Examples of enterprise funds are those for water, gas, and electric utilities, swimming pools, airports, parking garages, transit systems, and ports [OAR 150-294.352(1)].

Excluded from limitation category. The category for taxes used to pay principal and interest on exempt bonded indebtedness [ORS 310.150(1)(a)].

Exempt bonded indebtedness. 1) Bonded indebtedness authorized by a specific provision of the Oregon Constitution, or 2) bonded indebtedness issued as a general obligation on or before November 6, 1990, incurred for capital construction or capital improvements, or 3) bonded indebtedness issued as a general obligation after November 6, 1990, incurred for capital construction or capital improvements with the approval of the electors of the local government. Bonded indebtedness issued to refund or refinance any bonded indebtedness described above is also included [ORS 310.140(7)(b)].

Existing plan. An existing urban renewal plan is defined as a plan that existed in December 1996, and, 1) chose an option and, 2) established a maximum amount of indebtedness by July 1998 and has not been amended to increase the land area or maximum indebtedness [ORS 457.435(4)(a)].

Expenditures. Total amount incurred if accounts are kept on an accrual basis; total amount paid if accounts are kept on a cash basis. Does not include amounts budgeted for interfund transfers, contingency, reserved for future expenditure or unappropriated ending fund balance. [ORS 294.311(16)].

Fiscal year. A 12-month period to which the annual operating budget applies. The fiscal year is July 1 through June 30 for local governments [ORS 294.311(17)].

Fund. A fiscal and accounting entity with self-balancing accounts to record cash and other financial resources, related liabilities, balances and changes, all segregated for specific, regulated activities and objectives.

Fund balance. The excess of the assets of a fund over its liabilities and reserves. [ORS 294.311(18)].

Fund type. One of nine fund types: General, special revenue, debt service, capital projects, special assessment, enterprise, internal service, trust and agency, and reserve [OAR 150- 294.352(1)].

General fund. A fund used to account for most fiscal activities except for those activities required to be accounted for in another fund [OAR 150-294.352(1)].

General government category. The limitation category for taxes used to support general government operations that are not for the purposes of paying exempt bonded indebtedness [ORS 310.150(1)(c)].

Governing body. County court or board of commissioners, city council, school board, board of trustees, board of directors, or other managing board of a local government unit [ORS 294.311(20)].

Grant. A donation or contribution in cash by one governmental unit to another unit which may be made to support a specified purpose or function, or general purpose [ORS 294.311(21)].

Interfund loan. Loan made from one fund to another and authorized by resolution or ordinance [ORS 294.468].

Interfund Transfer. Transfer from an existing appropriation category in one fund to another existing appropriation category in another fund. [ORS 294.463].

Intrafund Transfer. Transfer from one existing appropriation category to another within the same fund. [ORS 294.463].

Internal service fund. A fund used to account for fiscal activities when goods or services are provided by one organizational unit to another on a cost-reimbursement basis [ORS 294.311(23) and 294.343].

Levy. Amount of ad valorem tax certified by a local government for the support of governmental activities.

Liability. Debt or other legal obligation arising from transactions in the past which must be liquidated, renewed, or refunded at a future date; does not include encumbrances [ORS 294.311(24)].

Local government. Any city, county, port, school district, community college, public or quasi-public corporation (including a municipal utility or dock commission) operated by a separate board or commission; a municipal corporation or municipality [ORS 294.311(26)].

Local option tax. Taxing authority approved by voters that is in addition to the taxes generated by the permanent tax rate. Local option taxes can be for general operations, a specific purpose or capital projects. They are limited to five years unless they are for a capital project, then they are limited to the useful life of the project or 10 years, whichever is less.

Materials and Services. Expenses for operating costs and supplies and contracted services, such as utilities, rent, liability insurance, repair parts, fuel, accountant's fees, etc.

Maximum assessed value (MAV). The maximum taxable value limitation placed on real or personal property by the Article XI, section 11 of the Constitution. It can increase a maximum of 3 percent each year. The 3 percent limit may be exceeded if there are qualifying improvements made to the property, such as a major addition or new construction.

Maximum authority. The limitation on the amount of revenue that can be raised each year for an existing urban renewal plan area [ORS 457.435(3)(a)]. Plans that are not existing plans do not have a maximum authority amount. This amount is adjusted each year based on the growth of excess value in the plan area.

Maximum indebtedness. The amount of the principal of the indebtedness necessary to complete an urban renewal plan. This does not include indebtedness incurred to refund or refinance existing indebtedness [ORS 457.190(3)(a)]. It is specified in dollars and cents and based on good faith estimates of the scope and costs of the anticipated project or projects. All existing plans are required to have an ordinance which establishes a maximum indebtedness.

Measure 5. A constitutional tax rate limitation (Article XI, Section 11b) passed by the voters in 1990 which restricts the amount an individual property can be taxed. Measure 5 limits school taxes to $5 per $1,000 of 'real market value'. All other general government taxes are limited to $10 per $1,000 of 'real market value'.

Measure 50. Initially this measure was passed as Measure 47 in 1996 and was found to be unworkable, so was rewritten and submitted to the voters as Measure 50 in 1997 and passed. M50 reduced every property's 1995-96 assessed value by 10%, and also limited the amount of annual growth of the assessed value to 3 %. M50 also established permanent rate limitations for each taxing district in the state based on the current year tax in 1997, and then reduced 13% for most districts. If a district did not have a tax levy in 1997 and had never levied a tax, they could later request a permanent rate limit by going to the voters through a ballot measure.

Municipal corporation. See "Local government."

Municipality. See "Local government."

Net working capital. The sum of the cash balance, accounts receivable expected to be realized during the ensuing year, inventories, supplies, prepaid expenses less current liabilities and, if encumbrance method of accounting is used, reserve for encumbrances [ORS 294.311(27)].

Object classification. A grouping of expenditures, such as personnel services, materials and services, capital outlay, debt services, and other types of requirements [ORS 294.311(29)].

Operating rate. The rate determined by dividing the local government's tax amount by the estimated assessed value in district. This rate is calculated by the assessor when a local government imposes its operating tax as an amount, rather that a tax rate.

Ordinance. A formal enactment by the governing board of a municipality.

Organizational unit. Any administrative subdivision of the local government, especially one charged with carrying on one or more specific functions such as a department, office or division. [ORS 294.311(31)].

Personnel Services. Expenses related to the compensation of salaried employees, such as health and accident insurance premiums, Social Security and retirement contributions, civil service assessments.

Permanent rate limit. The maximum rate of ad valorem property taxes that a local government can impose. Taxes generated from the permanent rate limit can be used for any purpose. No action of the local government or its voters can increase or decrease a permanent rate limit. A district can levy any rate or amount up to their permanent rate authority each year.

Prior years' tax levies. Taxes levied for fiscal years preceding the current one.

Program. A group of related activities to accomplish a major service or function for which the local government is responsible [ORS 294.311(33)].

Property taxes. An ad valorem tax, another other "tax on property", or fees, charges and assessments that are specifically authorized by statute to be certified to the county assessor by a local government unit.

Proposed budget. Financial and operating plan prepared by the budget officer. It is submitted to the public and the budget committee for review.

Publication. Public notice given by publication in a newspaper of general circulation within the boundaries of the local government; mailing through the U.S. Postal Service by first class mail to each street address, PO Box and Rural Route within the boundaries of the local government; or hand delivery to each street address, PO Box and Rural Route address within the boundaries of the local government.

Real Market Value (RMV). The amount in cash which could reasonably be expected by an informed seller from an informed buyer in an arm's-length transaction as of the assessment date (Jan 1). [ORS 308.205].

Reserve for Future Expenditure. An amount budgeted, but not appropriated, that is not anticipated to be spent in the fiscal year, but rather carried forward into future fiscal years. The correct way to "save" money under Local Budget Law.

Reserve fund. Established to accumulate money from year to year for a specific purpose, such as purchase of new equipment [ORS 294.346; 280.050].

Resolution. A formal order of a governing body; lower legal status than an ordinance.

Resource. Estimated beginning funds on hand plus anticipated receipts [ORS 294.361].

Special levy. A special levy is an ad valorem tax imposed for an existing urban renewal plan. It is not a result of a division of tax but rather imposed directly for the plan.

Special revenue fund. A fund used to account for the proceeds of specific revenue sources that are legally restricted to expenditure for specific purposes [OAR 150-294.352(1)].

Special payment. A budget expenditure category for distributions, pass-through payments, grants made to other organizations and other one-time or unusual expenditures where goods or services are not received in return, and that do not fall into the other categories of personal services, materials and services, capital outlay, etc.

Supplemental budget. A revised financial plan prepared to meet unexpected needs or to spend revenues not anticipated when the regular budget was adopted. It cannot be used to authorize additional taxes. [ORS 294.471].

Tax increment financing. A financial mechanism for urban renewal plans which captures the tax from the growth in property value within a designated geographical area. AKA urban renewal division of tax.

Tax on property. Any tax, fee, charge or assessment imposed by any government unit upon property or upon a property owner as a direct consequence of ownership of that property [ORS 310.140(18)].

Tax rate. The amount of tax stated in terms of a unit of tax for each $1,000 of assessed value of taxable property.

Tax roll. The official list showing the amount of taxes imposed against each taxable property.

Tax year. The fiscal year from July 1 through June 30.

Trust fund. A fund used to account for fiscal activities of assets held in trust by a local government.

Unappropriated ending fund balance. Amount set aside in the budget to be used as a cash carryover to the next year's budget. It provides the local government with operating cash until tax money is received from the county treasurer in November. This amount cannot be transferred by resolution or used through a supplemental budget, unless necessitated by a qualifying emergency [ORS 294.398].

Notices and Resolutions

COMMUNITY NEWSPAPERS
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E-mail: legals@commnewspapers.com

AFFIDAVIT OF PUBLICATION

State of Oregon, County of Clackamas, SS

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

City of Happy Valley
Notice of Budget Committee Meeting
CLK92078

a copy of which is hereto annexed, was published in the entire issues of said newspapers for
2
Successive and consecutive weeks in the following issues:
April 12, 2017
April 19, 2017

Charlotte Allsop

Charlotte Allsop (Accounting Manager)

Subscribed and sworn to before me this April 19, 2017.

Jerrin L Sipe

NOTARY PUBLIC FOR OREGON

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, 2017 to June 30, 2018 will be held at City Hall, 16000 SE Misty Drive, Happy Valley, OR 97086. The meeting will take place on **April 24, 2017 at 6:00 PM.** The purpose of the meeting is to receive the budget message and to receive comment from the public on the budget. A copy of the budget document may be inspected or obtained on or after April 17, 2017 at City Hall, 16000 SE Misty Drive, Happy Valley during normal business hours. This notice and the proposed budget for fiscal year 2017-18 will be posted on the city website: www.happyvalleyor.gov. 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 04/12, 04/19/2017. CLK15691078

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

OFFICIAL STAMP
JERRIN L. SIPE
NOTARY PUBLIC - OREGON
COMMISSION NO. 941161
MY COMMISSION EXPIRES JULY 28, 2019

Size: 2 x 2"
Amount Due: $94.71*
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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
CLK98970

a copy of which is hereto annexed, was published in the entire issue of said newspapers for
1
week in the following issue:
May 24, 2017

Charlotte Allsop

Charlotte Allsop (Accounting Manager)

Subscribed and sworn to before me this
May 24, 2017

NOTARY PUBLIC FOR OREGON

OFFICIAL STAMP
SHAWN M SROUFE
NOTARY PUBLIC - OREGON
COMMISSION NO. 956603
MY COMMISSION EXPIRES NOVEMBER 17, 2020

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

Size: 3 x 7"
Amount Due: $248.85*
*Please remit to address above.

FORM LB-1 NOTICE OF BUDGET HEARING

A public meeting of the City of Happy Valley will be held on June 6, 2017 at 7pm at City Hall, 16000 SE Misty Drive, Happy Valley, Oregon. the fiscal year beginning July 1, 2017 as approved by the City of Happy Valley Budget Committee. A summary of the budget is presente chambers at City Hall, 16000 SE Misty Drive, Happy Valley, Oregon, between the hours of 8:30am and 4:30pm or online at www.happyvalley prepared on a basis of accounting that is the same as the preceding year.

Contact: Gordon Muller, Director of Finance and IT Telephone: 503-783-3800 Email:

FINANCIAL SUMMARY - RESOURCES

TOTAL OF ALL FUNDS	Actual Amount 2015-16
Beginning Fund Balance/Net Working Capital	14,733,475
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	3,209,260
Federal, State and all Other Grants, Gifts, Allocations and Donations	4,299,383
Revenue from Bonds and Other Debts	0
Interfund Transfers / Internal Service Reimbursements	2,929,855
All Other Resources Except Current Year Property Taxes	414,321
Current Year Property Taxes Estimated to be Received	4,966,549
Total Resources	32,352,356

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION

Personnel Services	3,753,449
Materials and Services	5,149,954
Capital Outlay	484,282
Debt Service	376,700
Interfund Transfers	2,929,855
Contingencies	0
Special Payments	0
Unappropriated Ending Balance and Reserved for Future Expenditure	17,717,117
Total Requirements	32,352,356

FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGAN

Name of Organizational Unit or Program	
FTE for that unit or program	2,081,437
General Administration	11.90
FTE	1,043,102
Community Services/Public Safety	88.90
FTE	2,057,676
Economic & Community Development	18.00
FTE	512,308
Public Works	4.00
FTE	264,468
Parks	2.00
FTE	2,187,968
Streets	9.00
FTE	2,983,303
Library	14.10
FTE	21,631,214
Not Allocated to Organizational Unit or Program	0.00
FTE	32,352,356
Total Requirements	63.15
Total FTE	

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCI

This budget includes a change from the previous budget with several new funds being added. The Library and Street reserv Replacement Fund to their own new reserve funds for the purchase of capital items in their respective departments. The County as a Transportation SDC Fund was created to account for Transportation SDC revenue and expenditures. Debt ser the 2016-17 fiscal year leaving no further activity in the Debt Service Fund in this budget. With a $1.5 million transfer from created to account for the purchase of a site and the construction of facilities for the provision of services. We continue to positions and increases our reserve funds to maintain a balance between spending on current needs and reserving money with 1.0 FTE for Library Staff and 1.0 FTE in both the General Administration and Economic and Community Development

PROPERTY TAX LEVIES

	Rate or Amount Imposed 2015-16
Permanent Rate Levy (rate limit 67.1 cents per $1,000)	0.671
Local Option Levy	1.160
Levy For General Obligation Bonds	0

STATEMENT OF INDEBTEDNESS

LONG TERM DEBT	Estimated Debt Outstanding on July 1.
General Obligation Bonds	$0
Other Bonds	$0
Other Borrowings	$0
Total	$0

* If more space is needed to complete any section of this form, insert lines (rows) on this sheet. You may delete blank

Publish 05/24/2017.

CITY OF HAPPY VALLEY
RESOLUTION NO. 17-37

RESOLUTION ADOPTING THE BUDGET FOR FISCAL YEAR 2017-18, APPROPRIATING FUNDS, IMPOSING AND CATEGORIZING THE TAXES

ADOPTING THE BUDGET

BE IT RESOLVED the CITY OF HAPPY VALLEY hereby adopts the budget for fiscal year 2017-2018 now on file at City Hall in the sum of $41,293,296.*

MAKING APPROPRIATIONS

BE IT RESOLVED the amounts for the fiscal year beginning July 1, 2017, and for the purposes shown below are hereby appropriated as follows:

GENERAL FUND	
Administration	2,641,000
Community Services & Public Safety	1,166,500
Economic & Community Development	2,613,100
Public Works	633,100
Transfers	2,280,023
Contingency	2,262,779
FUND TOTAL	11,596,502

PARKS FUND	
Personal Services	158,800
Materials & Services	209,000
Capital Outlay	425,000
Transfers	127,650
FUND TOTAL	920,450

STREET FUND	
Personal Services	281,700
Materials & Services	348,500
Capital Outlay	506,128
Transfers	320,000
FUND TOTAL	1,456,328

PUBLIC SAFETY FUND	
Materials & Services	3,250,000
Capital Outlay	10,000
Transfers	424,840
Contingency	909,011
FUND TOTAL	4,593,851

CITY OF HAPPY VALLEY
RESOLUTION NO. 17-37

MAKING APPROPRIATIONS, CONTINUED:

LIBRARY FUND	
Personal Services	1,349,900
Materials & Services	522,000
Transfers	1,213,925
Contingency	1,036,175
FUND TOTAL	4,122,000

SYSTEM DEVELOPMENT CHARGES FUND	
Materials & Services	100,000
Capital Outlay	798,000
FUND TOTAL	898,000

TRANSPORTATION SDC FUND	
Materials & Services	50,000
Transfers	150,000
FUND TOTAL	200,000

PEDESTRIAN IMPROVEMENT PROJECTS FUND	
Materials & Services	10,000
Capital Outlay	925,708
Transfers	46,360
FUND TOTAL	982,068

FACILITY CAPITAL PROJECTS FUND	
Capital Outlay	1,500,000
FUND TOTAL	1,500,000

GENERAL RESERVE FOR REPLACEMENT FUND	
Materials & Services	665,000
Capital Outlay	950,000
Transfers	2,842,900
FUND TOTAL	4,457,900

LIBRARY RESERVE FOR REPLACEMENT FUND	
Materials & Services	150,000
Capital Outlay	600,000
FUND TOTAL	750,000

CITY OF HAPPY VALLEY
RESOLUTION NO. 17-37

MAKING APPROPRIATIONS, CONTINUED:

STREET RESERVE FOR REPLACEMENT FUND	
Materials & Services	75,000
Capital Outlay	356,900
FUND TOTAL	431,900

TOTAL APPROPRIATIONS ALL FUNDS	31,908,999 *

* Note the total appropriation amount is not equal to the amount of the total adopted budget. This is due to a total of $9,384,297 categorized as Reserved for Future Expenditures in three of the funds. Reserved for Future Expenditures are not appropriated which accounts for the difference between total appropriations and total budget.

IMPOSING AND CATEGORIZING TAXES

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Happy Valley 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 five year local option levy; and that these taxes are hereby imposed and categorized for tax year 2017-2018 upon the assessed value of all taxable property within the City

	Subject to the General Government Limitation	***Excluded from the Limitation***
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 6th day of June 2017.

APPROVED by the Mayor this 6th day of June 2017.

Lori DeRemer, Mayor

ATTEST:

Marylee Walden, City Recorder

CITY OF HAPPY VALLEY
RESOLUTION NO. 17-39

A RESOLUTION DECLARING
THE CITY'S ELECTION TO RECEIVE STATE REVENUES

The City of Happy Valley ordains as follows:

Section 1. Pursuant to ORS 221.770, the City hereby elects to receive state revenues for fiscal year 2017-2018.

Section 2. This resolution shall take effect immediately upon signing by the Mayor.

Passed by the City Council this 6th day of June 2017.

Approved by the Mayor this 6th day of June 2017.

Lori DeRemer, Mayor

ATTEST:

Marylee Walden
City Recorder

I certify that a public hearing before the Budget Committee was held on Monday, April 24, 2017 and a public hearing before the City Council was held on Tuesday, June 6, 2017, giving citizens an opportunity to comment on the use of State Revenue Sharing.

Marylee Walden, City Recorder

CITY OF HAPPY VALLEY

RESOLUTION NO. 17-38

RESOLUTION CERTIFYING PROVISION OF FOUR OR MORE MUNICIPAL SERVICES

WHEREAS, ORS 221.760 provides as follows:

Section 1. The officer responsible for disbursing funds to cities under ORS 323.455, 366.785 to 366.820 and 471.805 shall, in the case of a city located within a county having more than 100,000 inhabitants according to the most recent federal decennial census, disburse such funds only if the city provides four or more of the following services:

(1) Police Protection
(2) Fire Protection
(3) Street construction, maintenance and lighting
(4) Sanitary Sewer
(5) Storm sewers
(6) Planning, zoning, and subdivision control
(7) One or more utility services

and

WHEREAS, city officials recognize the desirability of assisting the state officer responsible for determining the eligibility of cities to receive such funds in accordance with ORS 221.760, now, therefore,

BE IT RESOLVED, that the City of Happy Valley hereby certifies that it provides the following four municipal services enumerated in Section 1, ORS 221.760:

Police Protection
Street construction, maintenance
Storm sewers
Planning, zoning, and subdivision control
Parks

This resolution shall take effect immediately upon signing by the Mayor.

PASSED by the City Council this 6th day of June 2017.
APPROVED by the Mayor this 6th day of June 2017.

Lori DeRemer, Mayor

ATTEST:

Marylee Walden, City Recorder

CITY OF HAPPY VALLEY

RESOLUTION NO. 17-40

RESOLUTION CREATING TWO NEW RESERVE FUNDS TO CREATE A LONG-TERM APPROACH TO FUND THE PURCHASE AND REPLACEMENT OF EQUIPMENT AND MAJOR FACILITY MAINTENANCE AND PURCHASE EXPENDITURES

WHEREAS, the City of Happy Valley desires to reserve funds to create a long-term approach to fund the purchase and replacement of equipment and major facility maintenance expenditures in the Street Fund and in the Library Fund;

WHEREAS, the City Council realizes the need to purchase and expend on major items when those items fail even during economic downturns and without significant impact to services during a fiscal year;

WHEREAS, the City Council has determined amounts should be set aside beginning with the 2017-18 fiscal year budget;

WHEREAS, ORS 294.346 permits the City, via resolution of the Council, to establish reserve funds to hold monies to be accumulated and expended for financing costs of any service, project, property or equipment which the City has the lawful power to perform, construct or acquire.

NOW, THEREFORE BE IT RESOLVED:

Section 1. The City Council, consistent with ORS 294.346 hereby creates two Reserve Funds entitled "RESERVE FOR REPLACEMENT – STREET FUND" and "RESERVE FOR REPLACMENT – LIBRARY FUND" beginning with the 2017-2018 fiscal year (July 1,2017).

Section 2. A transfer from the Reserve for Replacement - General Fund will be made to the Reserve for Replacement – Street Fund and to the Reserve for Replacement – Library Fund per the 2017-18 budget with future contributions determined during the budget process.

Section 3. This fund shall be used to address the City's need to provide necessary equipment and major facility maintenance per the replacement schedules created.

Section 4. The Fund shall be reviewed each year during the budget process to determine if it will be continued or abolished. When it is determined the Fund is no longer necessary, any unexpended balance will be transferred to the fund of origin and is not required to be held for subsequent expenditure for the purposes for which the fund was established.

Section 5. This resolution shall be and is effective as of the date of its adoption by the Happy Valley City Council

PASSED by the City Council this 6th day of June 2017.

APPROVED by the Mayor this 6th day of June 2017.

Lori DeRemer, Mayor

Attest:

Marylee Walden, City Recorder

Tax Rates by Tax Code

City of Happy Valley
Fiscal Year 2017 - 2018 Budget

Total Assessed Value	2,462,808,545
Average Education	5.41
Average Gen Gov	8.05
Average Taxes	15.71

Summary of Tax Rates by Tax Code

Tax Code	012-149	012-158	012-188	012-194	012-195	012-196
Assessed Valuation	$ 2,054,300,849	$ 183,052,865	$ 64,451,191	$ 67,506,092	$ 5,839,404	$ 9,684,986
M-50 Consolidated Tax Rate	17.0750	17.0750	17.0750	17.0750	17.0750	17.0750
Clackamas Community College	0.5550	0.5550	0.5550	0.5550	0.5550	0.5550
ESD Clackamas	0.3671	0.3671	0.3671	0.3671	0.3671	0.3671
N Clackamas SD #12	4.7962	4.7962	4.7962	4.7962	4.7962	4.7962
Mt. Hood Community College	-	-	-	-	-	-
ESD Multnomah Co	-	-	-	-	-	-
Centennial SD #302	-	-	-	-	-	-
Total Education	5.7183	5.7183	5.7183	5.7183	5.7183	5.7183
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	2.4035	2.4035	2.4035	2.4035	2.4035	2.4035
County Extension & 4H	0.0498	0.0498	0.0498	0.0498	0.0498	0.0498
County Library	0.3957	0.3957	0.3957	0.3957	0.3957	0.3957
County Publc Safety Loc Opt 2006	0.2480	0.2480	0.2480	0.2480	0.2480	0.2480
County Soil Cons	0.0498	0.0498	0.0498	0.0498	0.0498	0.0498
FD #1	2.3760	2.3760	2.3760	2.3760	2.3760	2.3760
N Clackamas Parks	0.5302	0.5302	0.5302	0.5302	0.5302	0.5302
Port of Portland	0.0698	0.0698	0.0698	0.0698	0.0698	0.0698
Service District 2 Metro	0.0961	0.0961	0.0961	0.0961	0.0961	0.0961
Service District 2 Metro Loc Opt 2013	0.0960	0.0960	0.0960	0.0960	0.0960	0.0960
Urban Renewal	0.1285	0.1285	0.1285	0.1285	0.1285	0.1285
Vector Control	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
Total General Government	8.5259	8.5259	8.5259	8.5259	8.5259	8.5259
Community College Bond CCC	0.1473	0.1473	0.1473	0.1473	0.1473	0.1473
Community College Bond CCC #2	0.0374	0.0374	0.0374	0.0374	0.0374	0.0374
FD #1 Bond	0.0926	0.0926	0.0926	0.0926	0.0926	0.0926
N Clackamas SD #12 Bond	0.7976	0.7976	0.7976	0.7976	0.7976	0.7976
N Clackamas SD #12 Bond 2006	1.5515	1.5515	1.5515	1.5515	1.5515	1.5515
Service #2 Metro Bond	0.0152	0.0152	0.0152	0.0152	0.0152	0.0152
Service #2 Metro Bond 2006	0.1892	0.1892	0.1892	0.1892	0.1892	0.1892
Tri Met Bond	-	-	-	-	-	-
Mt. Scott Water Bond	-	-	-	-	-	-
Total Excluded From Limitations	2.8308	2.8308	2.8308	2.8308	2.8308	2.8308
Total Rate	**17.0750**	**17.0750**	**17.0750**	**17.0750**	**17.0750**	**17.0750**

Source: Clackamas County, Oregon Department of Assessment and Taxation, Assessment & Tax Roll Summaries

City of Happy Valley
Fiscal Year 2017 - 2018 Budget

Total Assessed Value	2,462,808,545
Average Education	5.41
Average Gen Gov	8.05
Average Taxes	15.71

Summary of Tax Rates by Tax Code

Tax Code	012-235	012-236	012-237	012-243	012-250	012-255
Assessed Valuation	$ 28,301,980	$ 839,976	$ 2,026,782	$ 7,799,893	$ 889,983	$ 2,222
M-50 Consolidated Tax Rate	17.0750	17.0750	17.0750	17.0750	17.0750	17.0750
Clackamas Community College	0.5550	0.5550	0.5550	0.5550	0.5550	0.5550
Mt. Hood Community College	0.3671	0.3671	0.3671	0.3671	0.3671	0.3671
ESD Clackamas	4.7962	4.7962	4.7962	4.7962	4.7962	4.7962
N Clackamas SD #12	-	-	-	-	-	-
ESD Multnomah Co	-	-	-	-	-	-
Centennial SD #302	-	-	-	-	-	-
Total Education	5.7183	5.7183	5.7183	5.7183	5.7183	5.7183
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	2.4035	2.4035	2.4035	2.4035	2.4035	2.4035
County Extension & 4H	0.0498	0.0498	0.0498	0.0498	0.0498	0.0498
County Library	0.3957	0.3957	0.3957	0.3957	0.3957	0.3957
County Publc Safety Loc Opt 2006	0.2480	0.2480	0.2480	0.2480	0.2480	0.2480
County Soil Cons	0.0498	0.0498	0.0498	0.0498	0.0498	0.0498
FD #1	2.3760	2.3760	2.3760	2.3760	2.3760	2.3760
N Clackamas Parks	0.5302	0.5302	0.5302	0.5302	0.5302	0.5302
Port of Portland	0.0698	0.0698	0.0698	0.0698	0.0698	0.0698
Service District 2 Metro	0.0961	0.0961	0.0961	0.0961	0.0961	0.0961
Service District 2 Metro Loc Opt 2013	0.0960	0.0960	0.0960	0.0960	0.0960	0.0960
Urban Renewal	0.1285	0.1285	0.1285	0.1285	0.1285	0.1285
Vector Control	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
Total General Government	8.5259	8.5259	8.5259	8.5259	8.5259	8.5259
Community College Bond CCC	0.1473	0.1473	0.1473	0.1473	0.1473	0.1473
Community College Bond CCC #2	0.0374	0.0374	0.0374	0.0374	0.0374	0.0374
FD #1 Bond	0.0926	0.0926	0.0926	0.0926	0.0926	0.0926
N Clackamas SD #12 Bond	0.7976	0.7976	0.7976	0.7976	0.7976	0.7976
N Clackamas SD #12 Bond 2006	1.5515	1.5515	1.5515	1.5515	1.5515	1.5515
Centennial SD #302 Bond			.	-	-	-
Service #2 Metro Bond	0.0152	0.0152	0.0152	0.0152	0.0152	0.0152
Service #2 Metro Bond 2006	0.1892	0.1892	0.1892	0.1892	0.1892	0.1892
Tri Met Bond	-	-	-	-	-	-
Total Excluded From Limitations	2.8308	2.8308	2.8308	2.8308	2.8308	2.8308
Total Rate	**17.0750**	**17.0750**	**17.0750**	**17.0750**	**17.0750**	**17.0750**

Source: Clackamas County, Oregon Department of Assessment and Taxation, Assessment & Tax Roll Summaries

City of Happy Valley
Fiscal Year 2017 - 2018 Budget

Total Assessed Value	2,462,808,545
Average Education	5.41
Average Gen Gov	8.05
Average Taxes	15.71

Summary of Tax Rates by Tax Code

Tax Code	302-015	302-016	302-020	302-021	302-023	302-024
Assessed Valuation	$ 10,771,399	$ -	$ 6,425,095	$ 19,773,070	$ 1,032,873	$ 109,885
M-50 Consolidated Tax Rate	15.6254	15.6254	15.6254	15.6254	15.5087	15.5087
Clackamas Community College	-	-	-	-	-	-
Mt. Hood Community College	0.4917	0.4917	0.4917	0.4917	0.4917	0.4917
ESD Clackamas	-	-	-	-	-	-
N Clackamas SD #12	-	-	-	-	-	-
ESD Multnomah Co	0.4576	0.4576	0.4576	0.4576	0.4576	0.4576
Centennial SD #302	4.7448	4.7448	4.7448	4.7448	4.7448	4.7448
Total Education	5.6941	5.6941	5.6941	5.6941	5.6941	5.6941
City of Happy Valley Permanent Rate	0.6710	0.6710	0.6710	0.6710	0.6710	0.6710
City of Happy Valley Public Safety	1.3800	1.3800	1.3800	1.3800	1.3800	1.3800
Clackamas County	2.4036	2.4036	2.4036	2.4036	2.4036	2.4036
County Extension & 4H	0.0499	0.0499	0.0499	0.0499	0.0499	0.0499
County Library	0.3959	0.3959	0.3959	0.3959	0.3959	0.3959
County Publc Safety Loc Opt 2006	0.2480	0.2480	0.2480	0.2480	0.2480	0.2480
County Soil Cons	0.0499	0.0499	0.0499	0.0499	0.0499	0.0499
FD #1	2.3787	2.3787	2.3787	2.3787	2.3771	2.3771
N Clackamas Parks	0.5310	0.5310	0.5310	0.5310	0.5310	0.5310
Port of Portland	0.0699	0.0699	0.0699	0.0699	0.0699	0.0699
Service District 2 Metro - Zoo	0.0962	0.0962	0.0962	0.0962	0.0962	0.0962
Urban Renewal County SP	0.0960	0.0960	0.0960	0.0960	0.0960	0.0960
Urban Renewal	0.0326	0.0326	0.0326	0.0326	0.0101	0.0101
Vector Control	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
Total General Government	8.4342	8.4342	8.4342	8.4342	8.4101	8.4101
Community College Bond CCC	-	-	-	-	-	-
Community College Bond CCC #2	-	-	-	-	-	-
FD #1 Bond	0.0926	0.0926	0.0926	0.0926	-	-
N Clackamas SD #12 Bond	-	-	-	-	-	-
N Clackamas SD #12 Bond 2006	-	-	-	-	-	-
Centennial SD #302 Bond	1.2001	1.2001	1.2001	1.2001	1.2001	1.2001
Service #2 Metro Bond	0.0152	0.0152	0.0152	0.0152	0.0152	0.0152
Service #2 Metro Bond 2006	0.1892	0.1892	0.1892	0.1892	0.1892	0.1892
Tri Met Bond	-	-	-	-	-	-
Total Excluded From Limitations	1.4971	1.4971	1.4971	1.4971	1.4045	1.4045
Total Rate	**15.6254**	**15.6254**	**15.6254**	**15.6254**	**15.5087**	**15.5087**

Source: Clackamas County, Oregon Department of Assessment and Taxation, Assessment & Tax Roll Summaries