



2025-26
City of Happy Valley
Adopted Budget



City of Happy Valley Fiscal Year 2025 - 2026 Budget

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City of Happy Valley Organization Chart

Population 27,637

Citizens of Happy Valley



Mayor and Council

City Attorney

City Manager

Municipal Judge

**Assistant
City Manager**

Library

Admin

Finance

Public Works

**Community
Services**

**Community
Development**

Circulation

**City
Recorder**

**Financial
Reporting/Budgeting**

Streets

**Community
Services**

**Economic
Development**

**Adult
Services**

IT

**Accounts
Payable**

Parks

**Code
Enforcement**

**Planning
Division**

**Youth
Services**

HR

Payroll

**Facility
Maintenance**

**Municipal
Court**

**Engineering
Division**

**Technical
Services**

**Fleet
Services**

HV Police

**Building
Division**



City of Happy Valley
Fiscal Year 2025 - 2026 Budget

Budget Committee

Council Members

Tom Ellis – Mayor
Josh Callahan – Council President
Brett Sherman – Councilor
David Golobay – Councilor
Glen Wachter – Councilor

Citizen Members

Geri Naumcheff
Mark Aasland
Asher Chen
Sheila Ritz
David Emami



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Happy Valley
Oregon**

For the Fiscal Year Beginning

July 01, 2024

Christopher P. Morill

Executive Director



City of Happy Valley Fiscal Year 2025 - 2026 Budget

Mission Statement

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

Citywide goals:

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



City of Happy Valley Fiscal Year 2025-2026 Budget

City Manager's Budget Message

To The Budget Committee:

I am pleased to present the 2025-26 fiscal year budget. The total for this budget is \$94 million and includes \$86 million of resources excluding transfers between funds and \$56 million of expenditures excluding transfers, contingency, and reserves for future expenditures. This budget decreased overall by 7% from the 2024-25 budget of \$101 million. This change is partially due to decreases in capital outlay appropriations and reserves as the City has been ramping up on several multiyear capital improvement projects. Through General Fund savings over the past several years and including this proposed budget, the City has transferred \$24 million to the Facilities Capital Projects Fund. During the prior fiscal years, \$16 million of those funds were spent on property acquisitions. As with the prior budget, we expect development revenues to be steady, but lower than some of the previous high growth years. Given the plethora of available residential lots and projects already underway, we do expect to see at least a steady baseline of development revenue. We would expect to see strong growth at some point in the five years, however, it is difficult to pinpoint when this will happen, so we are showing moderate/low building fees relative to the recent prior years.

Economic Outlook

The 2024-25 fiscal year has seen a steady development activity within the City. While our volatile revenue streams related to development can be challenging to project, especially during times of uncertainty, we are more fortunate now than ever that the City has used prudent and conservative financial planning over the last decade so that we are in a solid position to move forward without cutbacks to service levels. The combination of well-funded reserves and zero debt (not including Urban Renewal debt) provide us financial flexibility on large crucial projects and allow us to think big when planning for the future.

Development activity has continued to 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 PERS rates for Tier1/Tier 2 at 23.15 and OPSRP rates at 21.52% compared to 22.15% and 19.00% respectively in the previous biennium. Due to the statewide unfunded actuarial liability, we can almost guarantee to remain at these high rates for each biennium in the foreseeable future. However, the City's impact will be reduced as a result of funding a PERS side account in 2019 which will lessen the increased costs or hold steady over the next several decades. As the City has diligently built reserve funds for general operations and replacement of capital assets and has been cautious when adding personnel, each fund with PERS employees will be in a position to absorb these cost increases.





City of Happy Valley Fiscal Year 2025-2026 Budget

Urban Renewal

In July of 2019, City Council approved the City's first ever Urban Renewal District to fund much needed infrastructure projects in the East Happy Valley area. The District is expected to generate nearly \$150 million in Tax Increment Revenues over a 25-year period. See the separate budget document for further details on the Happy Valley Urban Renewal District.

Capital Improvement Projects

The City has taken a more active role in capital improvement projects. Often, these projects take millions of dollars, involve a significant amount of staff time, and span several years to complete. Below is a list of the key capital improvement projects that have been recently completed or are underway.

Completed

- 129th Avenue Curves
- Superblock phase I and II
- 152nd Avenue and Misty Drive Crossing
- HV Park Covered Shelter Replacement
- Pleasant Valley Villages Neighborhood Park
- All Abilities Playground Installations (every City-owned park)
- Veterans Memorial Park Phases 1 and 1.5
- Library Expansion
- 129th Avenue and King Road Roundabout
- 129th Avenue Sidewalk and Undergrounding Gap
- Superblock Phase III Project
- HV Park Sports Field Improvement
- Various Land Acquisition

Construction Underway

- Scott Creek Trail Renovation

Pre-Construction Underway

- 147th Avenue Half Street Improvement – Design and property acquisition underway
- 172nd Avenue North of Sunnyside Road – Design
- 172nd Avenue Round-a-bout – ROW Acquisition and Construction
- 162nd Avenue – 10% construction design
- Rock Creek BLVD – 10% construction design
- Sunrise Corridor Gateway – Visioning Project with Clackamas County
- Scott Creek Trail Extension – Design and Metro approval
- Clackamas River Trail – IGA approval in process
- Village Green Park Renovation – Design
- Veterans Memorial Park Phase 2 – Grant Submitted
- Scouters Mt. Neighborhood Park – Design and Construction
- Various Land Acquisition – 2 Properties Targeted for Consideration
- Public Works Facility – Design and Construction
- Community Center/Community Park – Design and Construction
- Scouters Mt Road East – Design options underway



City of Happy Valley Fiscal Year 2025-2026 Budget

Reserves

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 to grow with annexations, new housing developments, and commercial/industrial projects. This development activity is beneficial long term for our City but makes it difficult to determine when to add or decrease staffing or rely more on contracted services. In this budget, we decreased full time equivalent (FTE) staff by 3.0 overall from the previous budget. The decrease consists of the following additions: 2.0 FTE General Fund – Economic and Community Development, and 1.0 FTE decrease in the Library Fund.

The City continues to maintain a lean and efficient staff of 3.6 FTE (including contracted police officers) per 1,000 of population which is the lowest rate compared with other similar sized Portland Metro cities.

Personnel costs also include contributions to PERS. PERS rates are expected to remain steady over the next two biennia based on information we received from PERS staff.

Goals and Initiatives

The City hears from residents all over town about projects and ideas that could make the City a better place. As tempting as it is to try and do everything, we recognize that most of the City's resources and staff time are spent providing day-to-day services such as road maintenance, public safety, permitting, etc. To make the most of our limited resources, it's important for us to prioritize and establish a cohesive set of goals for our team to accomplish.

Below is a recap of the some of the major projects underway, as well as the new priorities the City Council identified.

1. **Downtown** / Plan for a downtown core that will provide the future Happy Valley community with opportunities to gather, recreate, and support local business.
2. **City Facilities** / Evaluate and plan for future city facilities to meet growing service demands.
3. **Public Safety** / Collaborate with community and regional partners to ensure a safe community.
4. **Smart Growth** / Be forward-thinking in how we manage and plan for growth and ensure our policies and plans align with community needs and values.
5. **Park System Development + Programming** / Provide excellent park and recreation facilities and programs for the Happy Valley community.
6. **Transportation / Plan** and provide varying modes of transportation to keep Happy Valley moving as we continue to grow.



City of Happy Valley Fiscal Year 2025-2026 Budget

Of course, these projects are in addition to the critical tasks of keeping our City clean, well-run, fiscally responsible, and family oriented. We have big dreams for Happy Valley. The first step is to identify and set priorities and we are excited to get to work on this list.

While we have accomplished a lot this past year, there is much work ahead. Indeed, many of the highlights from this past year are on-going efforts that will be prioritized based on City Council direction.

Conclusion

While economic uncertainty is at the forefront of our minds, we must still 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 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 big questions and 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 helps 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 aids in the success of the City. I also want to thank Travis Warneke and the Finance staff for the preparation of this budget.

Respectfully submitted,

Jason Tuck, ICMA-CM
City Manager and Budget Officer



City of Happy Valley Fiscal Year 2025 - 2026 Budget

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 11.6 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 over 27,000 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 always at least two experienced Council members. 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, parks and recreation 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 every five years up to 2024. Sewer, storm water management, water, K12 and community college, and fire and emergency services are provided by separate districts overlaying the City.



City of Happy Valley Fiscal Year 2025 - 2026 Budget

The City received the Distinguished Budget Presentation Award for its 2024-25 annual budget from the GFOA, making this the 9th consecutive City budget document to receive this award. This award is the highest form of recognition in governmental budgeting. Its attainment represents a significant accomplishment by a governmental entity, its finance staff, and its management. This international award program was first established in 1984 to encourage exemplary budgetary practices and to provide peer recognition for government finance officers who prepare budget documents. Budget proficiency is rated in four major categories: as a policy document, an operations guide, a financial plan, and a communications device.

We believe this budget document continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award. In addition to the budget award, the City received awards for its Annual Comprehensive Financial Reports (ACFR) almost continuously during recent fiscal years.

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.



City of Happy Valley Fiscal Year 2025 - 2026 Budget

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. See excerpt from five-year projection after personnel overview.

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.



City of Happy Valley Fiscal Year 2025 - 2026 Budget

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 measurable. 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 inter-governmental 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 Utility SDC, Transportation SDC, Parks SDC, Pedestrian Improvement Projects (PIP), Public Safety, Facility Capital Projects and Parks 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 Annual Comprehensive Financial Report: General Operations Reserve, General Reserve for Replacement, Library Reserve for Replacement, Parks Reserve for Replacement and Street Reserve for Replacement.

Basis of Auditing

In the Annual Comprehensive Financial Report (ACFR), 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, consistent with 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.



City of Happy Valley Fiscal Year 2025 - 2026 Budget

Net Assets

The annual comprehensive 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 exists. 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.



City of Happy Valley Fiscal Year 2025 - 2026 Budget

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 securities into cash must be considered.

City investments 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 Finance Director 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 diversify 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 carried out 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.



City of Happy Valley Fiscal Year 2025 - 2026 Budget

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 to factor its investment in these capital assets into the fees the City charges for services.

An annual audit shall be conducted 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. An Annual Comprehensive 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 February 2023, the Happy Valley Urban Renewal Agency issued \$14,575,000 of full faith and credit obligation bonds to provide funds for the purchase of property within the Urban Renewal boundary. Interest coupon rates range from 4% to 5%. 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.

In the budget, debt payments are classified as expenditures for the fiscal year. In the Annual Comprehensive Financial Report (ACFR), long-term debt is reported as a liability and payments are a reduction of that liability and not an expenditure. In the Urban Renewal Debt Service Fund financial statement in the ACFR, 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, regardless of whether withheld from the actual debt proceeds received or paid directly by the City, 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 \$231 million as of June 2024. The City has not issued debt subject to this limitation. However, a general obligation bond measure is expected to be presented to voters in November of 2025 for the construction of a community center.



City of Happy Valley Fiscal Year 2025 - 2026 Budget

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, and fire, as well as county and regional government districts.

Goals

The Council has established the following seven 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 responsibility
- Goal 6 – Environmentally-sensible practices
- Goal 7 – Effective and efficient services

Summary of 2025-26 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 parks, city trail systems, and the recreation program. Revenues are from the Parks 5-year operating levy (current levy runs through June 30, 2023), event sponsorships, vendor fees, and user fees.

Storm Utility Systems Development Charge (SDC) Fund – accounts for City's development of storm drain 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.



City of Happy Valley Fiscal Year 2025 - 2026 Budget

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

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.

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 ACFR.

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 primarily vehicle registration fees.

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.

Parks Capital Projects Fund – resources consist of a transfer from the Parks Fund. These resources will be available to supplement Parks SDC projects when the time comes. Not all SDC projects are 100% SDC eligible so having dedicated funds set aside will help get a project off the ground smoothly.

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 by 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 by 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 by year without spikes caused by capital replacement purchases. Revenues are transfers from the Street Fund.

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



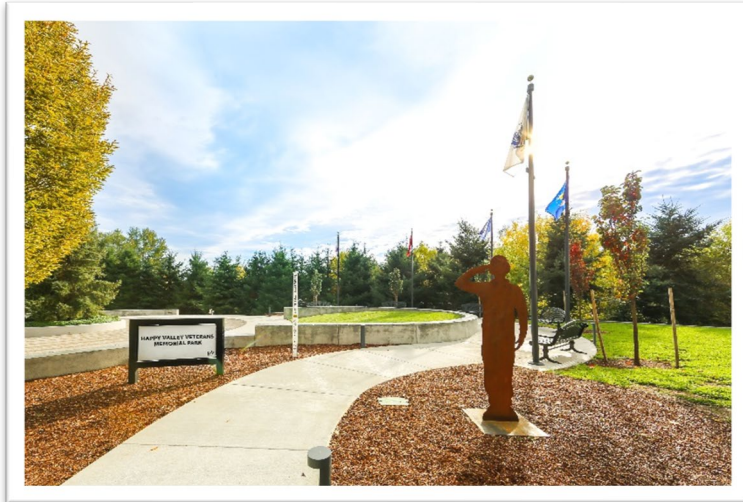
City of Happy Valley Fiscal Year 2025 - 2026 Budget

Highlights

The budget for the fiscal year beginning July 1, 2025 and ending June 30, 2026 totals \$94 million. This is a decrease of 6.9% from the 2024-25 fiscal year budget which totaled \$101 million.

In this 2025-26 budget, personnel services represent 13% of total budgeted expenditures at \$12.2 million, up from \$11.8 million budgeted in 2024-25. This slight increase was a combination of cost-of-living increases and benefit cost increases.

Materials and services represent 17% of the total budget at \$16.2 million, this increased slightly from \$15.6 million in the previous budget. Capital outlay is 29% of total budgeted expenditures at \$27 million compared to 36% and \$36 million in the 2024-25 budget. The majority of this decrease was due to the completion of various capital projects in the Transportation SDC Fund, Library Reserve Fund and Facility Capital Projects Fund.



The remaining \$38 million is made up of transfers, contingency, and reserved for future expenditures. Transfers of \$7 million were less than the \$10.5 million budgeted in 2024-25, contingency of \$8.3 million is up from the \$7.4 million in the previous budget and reserved for future expenditures at \$22.5 million increased from \$18.6 million in the 2024-25 budget. This large increase comes from the Facilities Capital Projects Fund where more of the available funds were reserved for future expenditures rather than appropriated as they were in the previous budget. Transfers primarily consisted of \$2.75 million from the General Fund to the Facility Capital Projects Fund, as well as transfers from the General, Library, Park and Street Funds to the respective reserve for replacement funds.

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	SDC Funds	Facility Capital Projects Fund	Reserve for Rplcmnt Funds	Total Interfund Transfers
Transfers In	1,878,000	-	-	-	-	-	465,000	2,750,000	2,000,000	7,093,000
Transfers Out	(3,350,000)	(1,010,000)	(340,000)	(1,290,000)	(605,000)	(33,000)	-	-	(465,000)	(7,093,000)
Total by Fund	(1,472,000)	(1,010,000)	(340,000)	(1,290,000)	(605,000)	(33,000)	465,000	2,750,000	1,535,000	-



City of Happy Valley Fiscal Year 2025 - 2026 Budget

The reserved for future expenditures went from \$19 million in the previous budget to \$22 million in this budget. These reserves include amounts for mitigation of the cyclical nature of the economy and amounts reserved for replacement of equipment. 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.

During the 2025-26 budget process, the proposed budget in the General Fund was modified during the adoption phase. New cost estimates in the Administration department related to professional development, facility and office service contracts, public outreach and legal necessitated an increase in the adopted appropriations of \$300,000. The offset to these higher expenditures was a matching decrease in General Fund Contingency. The total 2025-26 City budget of \$93,553,172 remained unchanged.

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

Total of All Funds - Happy Valley 2025-26 Budget

	Preceding 2022-23	Preceding 2023-24	Adopted Budget 2024-25	Estimate 2024-25	Proposed Budget 2025-26	Approved Budget 2025-26	Adopted Budget 2025-26
Resources							
Beginning Fund Balance	77,785,471	72,183,287	61,476,530	56,670,207	52,486,172	52,486,172	52,486,172
Property Taxes	9,790,235	10,364,183	10,952,600	10,960,000	11,505,000	11,505,000	11,505,000
Licenses, Permits, & Fees	6,166,851	6,628,010	6,470,000	8,275,753	7,409,000	7,409,000	7,409,000
Intergovernmental	7,331,171	9,364,668	8,582,000	8,290,000	8,400,000	8,400,000	8,400,000
Fines and Court Related	598,198	733,210	620,000	770,000	720,000	720,000	720,000
Transfers from other Funds	8,308,000	8,865,000	10,505,000	10,487,143	7,093,000	7,093,000	7,093,000
Miscellaneous	1,931,314	3,131,403	1,950,000	2,454,000	5,940,000	5,940,000	5,940,000
Total Resources	111,911,240	111,269,761	100,556,130	97,907,103	93,553,172	93,553,172	93,553,172
Requirements							
Personnel Services	9,612,085	9,782,499	11,831,800	10,940,000	12,156,850	12,156,850	12,156,850
Materials & Services	8,938,868	9,014,983	15,617,000	10,592,000	16,204,000	16,204,000	16,504,000
Operations	18,550,953	18,797,482	27,448,800	21,532,000	28,360,850	28,360,850	28,660,850
Transfers to Other Funds	8,308,000	8,865,000	10,505,000	10,487,143	7,093,000	7,093,000	7,093,000
Capital Outlay	12,869,000	26,734,513	36,282,494	13,401,788	27,301,366	27,301,366	27,301,366
Transfers, Capital	21,177,000	35,599,513	46,787,494	23,888,931	34,394,366	34,394,366	34,394,366
Contingency	-	-	7,744,764	-	8,333,524	8,333,524	8,033,524
Reserved for Future Expenditures	-	-	18,575,072	-	22,464,432	22,464,432	22,464,432
Ending Fund Balance	72,183,287	56,872,766	-	52,486,172	-	-	-
Ending Fund Balance, Reserves, and Contingency	72,183,287	56,872,766	26,319,836	52,486,172	30,797,956	30,797,956	30,497,956
Total Requirements	111,911,240	111,269,761	100,556,130	97,907,103	93,553,172	93,553,172	93,553,172
Budget Positions	77.00	77.00	83.00	80.00	80.00	80.00	80.00
Monthly Operating Costs per Capita	\$83	\$78	\$109	\$82	\$92	\$92	\$93

City of Happy Valley
2025-26 Budget
Comparison - Prior Year Adopted to Current Year

	Preceding 2022-23	Preceding 2023-24	Adopted Budget 2024-25	Estimate 2024-25	Adopted Budget 2025-26	Change from Adopted 2024-25	
						\$	%
General Fund							
Beginning Fund Balance	8,623,336	5,962,493	6,079,493	5,962,493	5,195,493	(884,000)	-14.5%
Property Taxes	2,414,914	2,499,217	2,610,400	2,600,000	2,705,000	94,600	3.6%
Intergovernmental	1,370,085	1,163,769	1,150,000	1,150,000	1,100,000	(50,000)	-4.3%
Fees and charges	5,800,040	6,166,908	5,540,000	6,400,000	6,170,000	630,000	11.4%
Misc	362,345	452,134	400,000	400,000	400,000	-	0.0%
Transfers In	1,508,000	1,640,000	1,805,000	1,805,000	1,878,000	73,000	4.0%
Resources Total	20,078,720	17,884,521	17,584,893	18,317,493	17,448,493	(136,400)	-0.8%
Requirements							
Administration							
Personnel Services	1,916,356	2,088,066	2,486,100	2,390,000	2,615,100	129,000	5.2%
Materials and Services	1,395,762	1,469,276	1,700,000	1,485,000	2,100,000	400,000	23.5%
Administration Total	3,312,118	3,557,342	4,186,100	3,875,000	4,715,100	529,000	12.6%
Com Svcs & Public Safety							
Personnel Services	1,210,716	1,280,679	1,322,800	1,310,000	1,391,700	68,900	5.2%
Materials and Services	58,150	55,799	85,000	68,000	95,000	10,000	11.8%
Com Svcs & Public Safety Total	1,268,866	1,336,478	1,407,800	1,378,000	1,486,700	78,900	5.6%
Economic and Com Dev							
Personnel Services	3,047,948	2,823,988	3,379,900	2,880,000	3,465,400	85,500	2.5%
Materials and Services	505,192	270,519	390,000	381,000	395,000	5,000	1.3%
Economic and Com Dev Total	3,553,140	3,094,507	3,769,900	3,261,000	3,860,400	90,500	2.4%
Public Works							
Personnel Services	589,084	565,623	682,700	630,000	666,700	(16,000)	-2.3%
Materials and Services	193,019	165,519	220,000	178,000	227,000	7,000	3.2%
Public Works Total	782,103	731,142	902,700	808,000	893,700	(9,000)	-1.0%
Transfers Out	5,200,000	3,000,000	3,800,000	3,800,000	3,350,000	(450,000)	-11.8%
Contingency	-	-	3,518,393	-	3,142,593	(375,800)	-10.7%
	14,116,227	11,719,469	17,584,893	13,122,000	17,448,493	(136,400)	-0.8%
Parks Fund							
Resources	2,861,135	3,263,671	4,220,314	4,459,659	4,637,659	417,345	9.9%
Requirements							
Operations							
Personnel Services	283,476	394,519	570,000	510,000	549,400	(20,600)	-3.6%
Materials and Services	373,948	424,259	1,175,000	1,142,000	1,130,000	(45,000)	-3.8%
Operations Total	657,424	818,778	1,745,000	1,652,000	1,679,400	(65,600)	-3.8%
Programming							
Personnel Services	293,216	300,678	390,600	400,000	403,300	12,700	3.3%
Materials and Services	206,313	224,556	285,000	255,000	295,000	10,000	3.5%
Programming Total	499,529	525,234	675,600	655,000	698,300	22,700	3.4%
Non-Departmental							
Other	2,068	-	10,000	-	10,000	-	0.0%
Non-Departmental Total	2,068	-	10,000	-	10,000	-	0.0%
Transfers Out	1,045,000	795,000	1,000,000	1,000,000	1,010,000	10,000	1.0%
Contingency	-	-	789,714	-	1,239,959	450,245	57.0%
	2,204,021	2,139,012	4,220,314	3,307,000	4,637,659	417,345	9.9%

City of Happy Valley
2025-26 Budget
Comparison - Prior Year Adopted to Current Year

	Preceding 2022-23	Preceding 2023-24	Adopted Budget 2024-25	Estimate 2024-25	Adopted Budget 2025-26	Change from Adopted 2024-25	
						\$	%
Public Safety Fund							
Resources	7,034,789	7,681,223	8,572,373	8,399,659	9,104,659	532,286	6.2%
Requirements							
Personnel Services	114,885	127,697	294,900	293,000	303,100	8,200	2.8%
Materials and Services	4,550,531	4,943,867	5,700,000	5,037,000	5,815,000	115,000	2.0%
Capital Outlay	-	-	10,000	-	10,000	-	0.0%
Transfers Out	515,000	550,000	605,000	605,000	605,000	-	0.0%
Contingency	-	-	1,962,473	-	2,371,559	409,086	20.8%
	5,180,416	5,621,564	8,572,373	5,935,000	9,104,659	532,286	6.2%
Library Fund							
Resources	4,807,075	4,928,462	5,101,899	5,189,988	5,072,988	(28,911)	-0.6%
Requirements							
Personnel Services	1,783,855	1,782,461	2,200,000	2,055,000	2,198,850	(1,150)	-0.1%
Materials and Services	564,321	556,013	695,000	675,000	725,000	30,000	4.3%
Transfers Out	1,220,000	1,170,000	1,227,000	1,227,000	1,290,000	63,000	5.1%
Contingency	-	-	979,899	-	859,138	(120,761)	-12.3%
	3,568,176	3,508,474	5,101,899	3,957,000	5,072,988	(28,911)	-0.6%
Street Maintenance Fund							
Resources	2,796,041	2,998,640	3,601,085	3,149,575	3,590,575	(10,510)	-0.3%
Requirements							
Personnel Services	372,549	418,788	504,800	472,000	563,300	58,500	11.6%
Materials and Services	549,653	467,571	662,000	441,000	667,000	5,000	0.8%
Capital Outlay	1,245,754	1,262,706	1,600,000	1,000,000	1,600,000	-	0.0%
Transfers Out	300,000	320,000	340,000	340,000	340,000	-	0.0%
Contingency	-	-	494,285	-	420,275	(74,010)	-15.0%
	2,467,956	2,469,065	3,601,085	2,253,000	3,590,575	(10,510)	-0.3%
Storm Utility SDC Fund							
Resources	1,519,235	840,573	882,208	893,573	933,573	51,365	5.8%
Requirements							
Materials and Services	-	-	100,000	-	100,000	-	0.0%
Capital Outlay	747,027	-	782,208	-	833,573	51,365	6.6%
	747,027	-	882,208	-	933,573	51,365	5.8%
Transportation SDC Fund							
Resources	9,113,305	12,450,957	12,274,943	8,876,549	4,876,549	(7,398,394)	-60.3%
Requirements							
Materials and Services	128,598	67,726	1,000,000	250,000	1,000,000	-	0.0%
Capital Outlay	329,764	5,422,435	11,274,943	5,000,000	3,876,549	(7,398,394)	-65.6%
	458,362	5,490,161	12,274,943	5,250,000	4,876,549	(7,398,394)	-60.3%
Parks SDC Fund							
Resources	20,070,968	21,059,627	22,317,588	23,396,414	20,811,414	(1,506,174)	-6.7%
Requirements							
Materials and Services	32,251	58,059	500,000	250,000	500,000	-	0.0%
Capital Outlay	21,129	47,297	5,000,000	1,500,000	10,000,000	5,000,000	100.0%
Transfers Out	-	-	2,500,000	2,500,000	-	-	-100.0%
	53,380	105,356	8,000,000	4,250,000	10,500,000	2,500,000	31.3%
Reserved - Future Expenditures	-	-	14,317,588	-	10,311,414	10,311,414	-28.0%

City of Happy Valley
2025-26 Budget
Comparison - Prior Year Adopted to Current Year

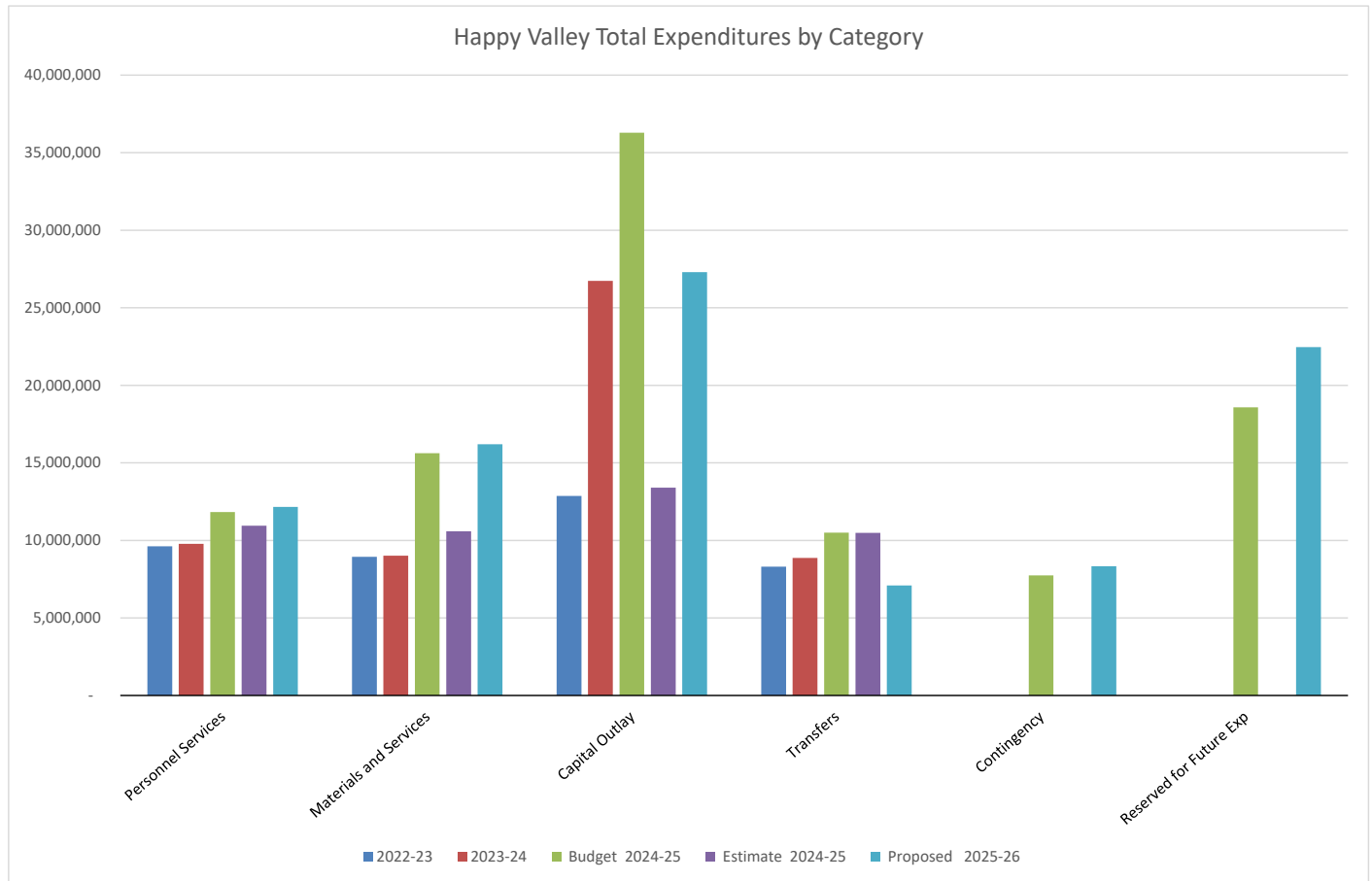
	Preceding 2022-23	Preceding 2023-24	Adopted Budget 2024-25	Estimate 2024-25	Adopted Budget 2025-26	Change from Adopted 2024-25	
						\$	%
Pedestrian Improvement Projects Fund							
Resources	1,740,549	1,994,158	1,922,354	1,853,445	2,002,445	80,091	4.2%
Requirements							
Materials and Services	20,195	60	100,000	98,000	500,000	400,000	400.0%
Capital Outlay	-	400,653	1,789,354	10,000	1,469,445	(319,909)	-17.9%
Transfers Out	28,000	30,000	33,000	33,000	33,000	-	0.0%
	48,195	430,713	1,922,354	141,000	2,002,445	80,091	4.2%
Reserve for General Operations							
Resources	838,974	838,974	838,974	838,974	838,974	-	0.0%
Requirements							
Reserved - Future Expenditures	-	-	838,974	-	838,974	-	0.0%
	-	-	838,974	-	838,974	-	0.0%
General Reserve for Replacement							
Resources	2,820,206	2,828,071	3,247,536	3,270,295	3,565,295	317,759	9.8%
Requirements							
Materials and Services	324,233	138,787	650,000	75,000	650,000	-	0.0%
Capital Outlay	252,437	108,989	900,000	290,000	900,000	-	0.0%
	576,670	247,776	1,550,000	365,000	1,550,000	-	0.0%
Reserved - Future Expenditures	-	-	1,697,536	-	2,015,295	317,759	18.7%
Street Reserve for Replacement							
Resources	4,203,606	3,795,595	892,105	895,345	495,345	(396,760)	-44.5%
Requirements							
Materials and Services	1,877	250	125,000	-	125,000	-	0.0%
Capital Outlay	839,624	-	267,105	-	370,345	103,240	38.7%
Transfers Out	-	3,000,000	500,000	500,000	-	(500,000)	-100.0%
	841,501	3,000,250	892,105	500,000	495,345	(4,655)	-44.5%
Library Reserve for Replacement							
Resources	5,838,552	7,473,354	4,534,288	3,499,854	925,711	(3,608,577)	-79.6%
Requirements							
Materials and Services	4,461	2,059	150,000	27,000	100,000	(50,000)	-33.3%
Capital Outlay	981,803	7,147,441	3,884,288	2,665,000	360,711	(3,523,577)	-90.7%
Transfers Out	-	-	500,000	482,143	465,000	465,000	-7.0%
	986,264	7,149,500	4,534,288	3,174,143	925,711	(3,108,577)	-79.6%
Parks Reserve for Replacement							
Resources	1,688,818	2,117,474	2,790,974	2,788,833	3,468,833	677,859	24.3%
Requirements							
Materials and Services	3,196	-	70,000	10,000	70,000	-	0.0%
Capital Outlay	119,648	28,641	1,000,000	10,000	1,000,000	-	0.0%
	122,844	28,641	1,070,000	20,000	1,070,000	-	0.0%
Reserved - Future Expenditures	-	-	1,720,974	-	2,398,833	677,859	39.4%
Facility Capital Projects Fund							
Resources	17,701,421	13,759,445	7,127,668	7,146,704	10,899,916	3,772,248	52.9%
Requirements							
Materials and Services	25,100	170,663	2,000,000	220,000	2,000,000	-	0.0%
Capital Outlay	6,695,896	9,742,078	5,127,668	2,776,788	2,000,000	(3,127,668)	-61.0%
	6,720,996	9,912,741	7,127,668	2,996,788	4,000,000	(3,127,668)	-43.9%
Reserved - Future Expenditures			-		6,899,916	6,899,916	100%

City of Happy Valley
2025-26 Budget
Comparison - Prior Year Adopted to Current Year

	Preceding 2022-23	Preceding 2023-24	Adopted Budget 2024-25	Estimate 2024-25	Adopted Budget 2025-26	Change from Adopted 2024-25	
						\$	%
Parks Capital Projects Fund							
Resources	8,797,846	7,355,016	4,646,928	4,930,743	4,880,743	233,815	5.0%
Requirements							
Capital Outlay	1,635,918	2,574,273	4,646,928	150,000	4,880,743	233,815	5.0%
	<u>1,635,918</u>	<u>2,574,273</u>	<u>4,646,928</u>	<u>150,000</u>	<u>4,880,743</u>	<u>233,815</u>	<u>5.0%</u>
Total Budget							
Resources	111,911,240	111,269,761	100,556,130	97,907,103	93,553,172	(7,002,958)	-7.0%
Requirements						-	
Personnel Services	9,612,085	9,782,499	11,831,800	10,940,000	12,156,850	325,050	2.7%
Materials and Services	8,936,800	9,014,983	15,607,000	10,592,000	16,494,000	887,000	5.7%
Capital Outlay	12,869,000	26,734,513	36,282,494	13,401,788	27,301,366	(8,981,128)	-24.8%
Non-Departmental	2,068	-	10,000	-	10,000	-	0.0%
Transfers	8,308,000	8,865,000	10,505,000	10,487,143	7,093,000	(3,412,000)	-32.5%
Contingency	-	-	7,744,764	-	8,033,524	288,760	3.7%
Reserve for Future Exp	-	-	18,575,072	-	22,464,432	3,889,360	20.9%
	<u>39,727,953</u>	<u>54,396,995</u>	<u>100,556,130</u>	<u>45,420,931</u>	<u>93,553,172</u>	<u>(7,002,958)</u>	<u>-7.0%</u>

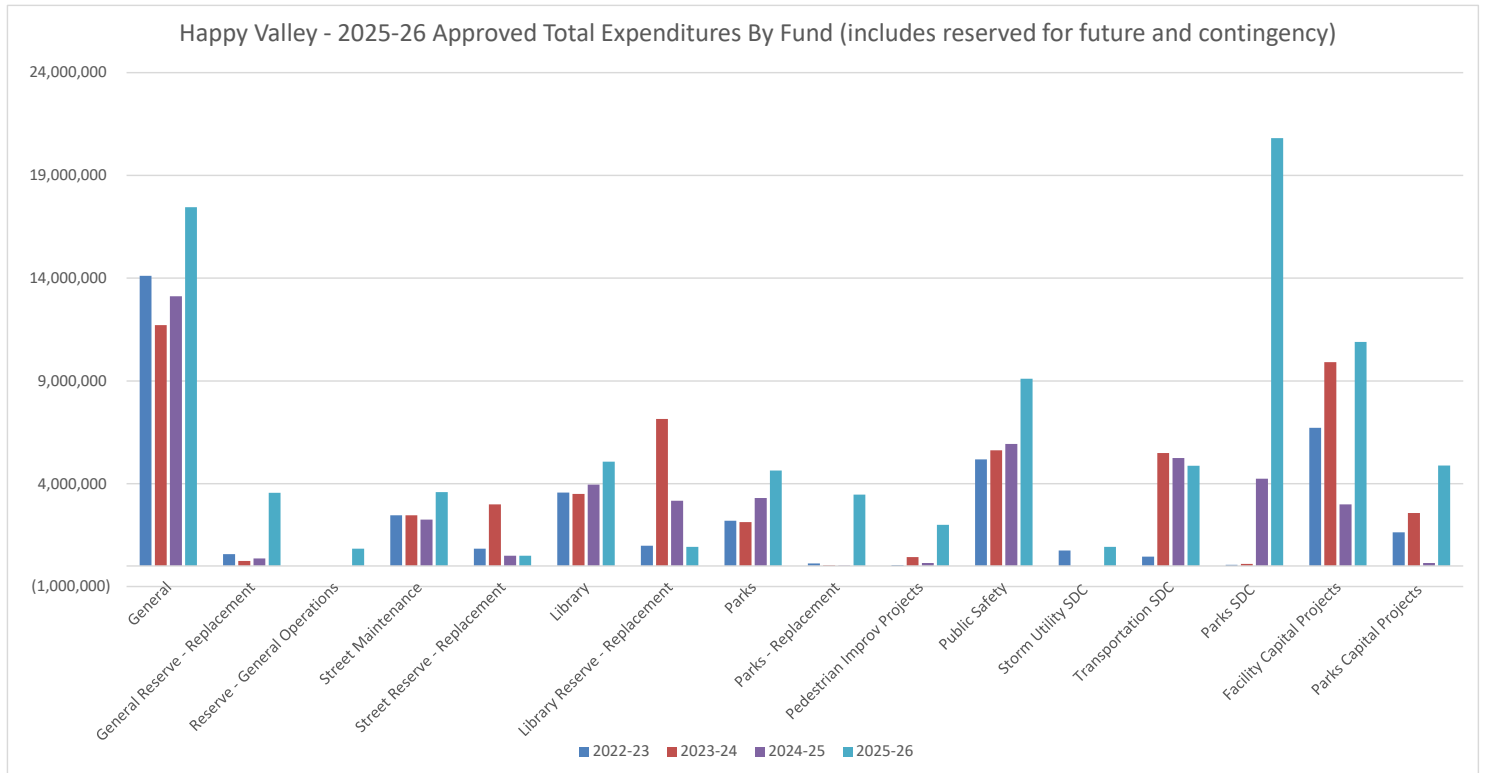
Summary by Category - Happy Valley Expenditures

	Preceding 2022-23	Preceding 2023-24	Adopted Budget 2024-25	Estimate 2024-25	Proposed 2025-26	Approved 2025-26	Adopted 2025-26
Personnel Services	9,612,085	9,782,499	11,831,800	10,940,000	12,156,850	12,156,850	12,156,850
Materials and Services	8,938,868	9,014,983	15,617,000	10,592,000	16,204,000	16,204,000	16,504,000
Capital Outlay	12,869,000	26,734,513	36,282,494	13,401,788	27,301,366	27,301,366	27,301,366
Transfers	8,308,000	8,865,000	10,505,000	10,487,143	7,093,000	7,093,000	7,093,000
Contingency	-	-	7,744,764	-	8,333,524	8,333,524	8,033,524
Reserved for Future Exp	-	-	18,575,072	-	22,464,432	22,464,432	22,464,432
Total Requirements	39,727,953	54,396,995	100,556,130	45,420,931	93,553,172	93,553,172	93,553,172



Summary by Fund - Happy Valley Expenditures

	Preceding 2022-23	Preceding 2023-24	Adopted Budget 2024-25	Estimate 2024-25	Proposed 2025-26	Approved 2025-26	Adopted 2025-26
General	14,116,227	11,719,469	17,584,893	13,122,000	17,448,493	17,448,493	17,448,493
General Reserve - Replacement	576,670	247,776	3,247,536	365,000	3,565,295	3,565,295	3,565,295
Reserve - General Operations	-	-	838,974	-	838,974	838,974	838,974
Street Maintenance	2,467,956	2,469,065	3,601,085	2,253,000	3,590,575	3,590,575	3,590,575
Street Reserve - Replacement	841,501	3,000,250	892,105	500,000	495,345	495,345	495,345
Library	3,568,176	3,508,474	5,101,899	3,957,000	5,072,988	5,072,988	5,072,988
Library Reserve - Replacement	986,264	7,149,500	4,534,288	3,174,143	925,711	925,711	925,711
Parks	2,204,021	2,139,012	4,220,314	3,307,000	4,637,659	4,637,659	4,637,659
Parks - Replacement	122,844	28,641	2,790,974	20,000	3,468,833	3,468,833	3,468,833
Pedestrian Improv Projects	48,195	430,713	1,922,354	141,000	2,002,445	2,002,445	2,002,445
Public Safety	5,180,416	5,621,564	8,572,373	5,935,000	9,104,659	9,104,659	9,104,659
Storm Utility SDC	747,027	-	882,208	-	933,573	933,573	933,573
Transportation SDC	458,362	5,490,161	12,274,943	5,250,000	4,876,549	4,876,549	4,876,549
Parks SDC	53,380	105,356	22,317,588	4,250,000	20,811,414	20,811,414	20,811,414
Facility Capital Projects	6,720,996	9,912,741	7,127,668	2,996,788	10,899,916	10,899,916	10,899,916
Parks Capital Projects	1,635,918	2,574,273	4,646,928	150,000	4,880,743	4,880,743	4,880,743
Total Requirements	39,727,953	54,396,995	100,556,130	45,420,931	93,553,172	93,553,172	93,553,172



Summary of City Funds - Happy Valley 2025-26 Budget

	General	Street	Library	Parks	Storm SDC	Transportation SDC	Parks SDC	Facility Capital Projects	Parks Capital Projects
Resources									
Beginning Fund Balance	5,195,493	896,575	1,232,988	1,152,659	893,573	3,626,549	19,146,414	4,149,916	4,780,743
Property Taxes	2,705,000	-	-	2,500,000	-	-	-	-	-
Licenses, Permits, & Fees	5,450,000	124,000	30,000	165,000	30,000	1,050,000	500,000	-	-
Intergovernmental	1,100,000	2,490,000	3,760,000	670,000	-	-	-	-	-
Fines and Court Related	720,000	-	-	-	-	-	-	-	-
Transfers from other Funds	1,878,000	-	-	-	-	-	465,000	2,750,000	-
Miscellaneous	400,000	80,000	50,000	150,000	10,000	200,000	700,000	4,000,000	100,000
Total Resources	17,448,493	3,590,575	5,072,988	4,637,659	933,573	4,876,549	20,811,414	10,899,916	4,880,743
Requirements									
Personnel Services	8,138,900	563,300	2,198,850	952,700	-	-	-	-	-
Materials & Services	2,817,000	667,000	725,000	1,435,000	100,000	1,000,000	500,000	2,000,000	-
Operations	10,955,900	1,230,300	2,923,850	2,387,700	100,000	1,000,000	500,000	2,000,000	-
Transfers to Other Funds	3,350,000	340,000	1,290,000	1,010,000	-	-	-	-	-
Capital Outlay	-	1,600,000	-	-	833,573	3,876,549	10,000,000	2,000,000	4,880,743
Transfers, Capital	3,350,000	1,940,000	1,290,000	1,010,000	833,573	3,876,549	10,000,000	2,000,000	4,880,743
Contingency	3,142,593	420,275	859,138	1,239,959	-	-	-	-	-
Reserved for Future Expenditures	-	-	-	-	-	-	10,311,414	6,899,916	-
Ending Fund Balance	-	-	-	-	-	-	-	-	-
Ending Fund Balance, Reserves, and Contingency	3,142,593	420,275	859,138	1,239,959	-	-	10,311,414	6,899,916	-
Total Requirements	17,448,493	3,590,575	5,072,988	4,637,659	933,573	4,876,549	20,811,414	10,899,916	4,880,743

Summary of City Funds - Happy Valley 2025-26 Budget (Continued)

	Pedestrian Improvement Projects	Public Safety	General Operating Reserve	General Replacement Reserve	Street Replacement Reserve	Library Replacement Reserve	Parks Replacement Reserve	Grand Total
Resources								
Beginning Fund Balance	1,712,445	2,464,659	838,974	2,905,295	395,345	325,711	2,768,833	52,486,172
Property Taxes	-	6,300,000	-	-	-	-	-	11,505,000
Licenses, Permits, & Fees	-	-	-	60,000	-	-	-	7,409,000
Intergovernmental	240,000	140,000	-	-	-	-	-	8,400,000
Fines and Court Related	-	-	-	-	-	-	-	720,000
Transfers from other Funds	-	-	-	600,000	100,000	600,000	700,000	7,093,000
Miscellaneous	50,000	200,000	-	-	-	-	-	5,940,000
Total Resources	2,002,445	9,104,659	838,974	3,565,295	495,345	925,711	3,468,833	93,553,172
Requirements								
Personnel Services	-	303,100	-	-	-	-	-	12,156,850
Materials & Services	500,000	5,815,000	-	650,000	125,000	100,000	70,000	16,504,000
Operations	500,000	6,118,100	-	650,000	125,000	100,000	70,000	28,660,850
Transfers to Other Funds	33,000	605,000	-	-	-	465,000	-	7,093,000
Capital Outlay	1,469,445	10,000	-	900,000	370,345	360,711	1,000,000	27,301,366
Transfers, Capital	1,502,445	615,000	-	900,000	370,345	825,711	1,000,000	34,394,366
Contingency	-	2,371,559	-	-	-	-	-	8,033,524
Reserved for Future Expenditures	-	-	838,974	2,015,295	-	-	2,398,833	22,464,432
Ending Fund Balance	-	-	-	-	-	-	-	-
Ending Fund Balance, Reserves, and Contingency	-	2,371,559	838,974	2,015,295	-	-	2,398,833	30,497,956
Total Requirements	2,002,445	9,104,659	838,974	3,565,295	495,345	925,711	3,468,833	93,553,172



City of Happy Valley Fiscal Year 2025 - 2026 Budget

Fund Matrix by Department

Department/Fund Matrix	Admin	Comm. Services	Econ. Dev.	Public Works	Library	Parks & Rec.	Public Safety	Street	Storm Water
General	✓	✓	✓	✓			✓		
Street Maintenance				✓				✓	
Library					✓				
Parks				✓		✓			
Storm Utility SDC									✓
Transportation SDC								✓	
Parks SDC						✓			
Facility Capital Projects	✓			✓					
Parks Capital Projects						✓			
Pedestrian Improv Projects								✓	
Public Safety							✓		
General Reserve - Replacement	✓			✓			✓		
Reserve - General Operations	✓								
Street Reserve - Replacement				✓				✓	
Library Reserve - Replacement					✓				
Parks Reserve - Replacement				✓		✓			



City of Happy Valley Fiscal Year 2025 - 2026 Budget

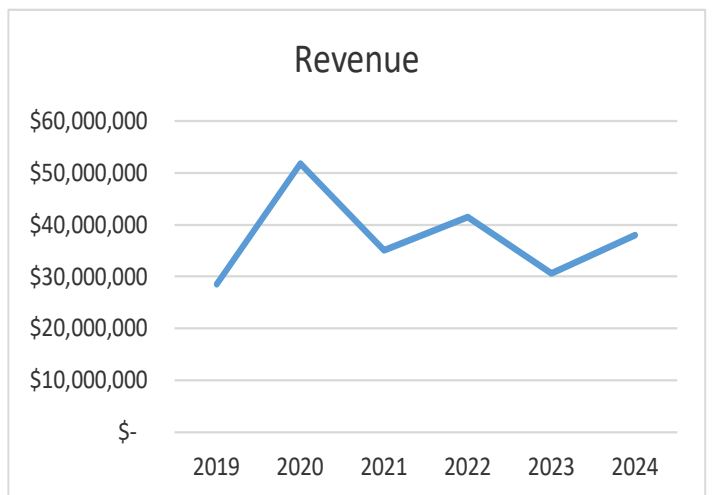
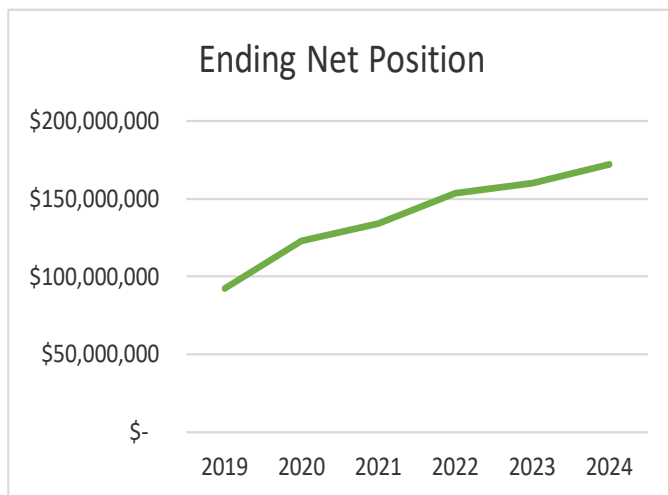
Demographics and Financial Trend Information

The charts and graphs below illustrate the positive economic cycle we are currently experiencing. We continued 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. Projections going forward are unclear but less optimistic as a pending recession seems to be a strong possibility.

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 challenges 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.

	2019	2020	2021	2022	2023	2024
Revenue	\$ 28,462,144	\$ 51,732,802	\$ 35,095,757	\$ 41,506,516	\$ 30,592,836	\$ 38,037,975
Expenditures	(17,668,727)	(21,423,177)	(23,757,450)	(22,236,809)	(25,646,510)	(26,287,570)
Change in Net Position	10,793,417	30,309,625	11,338,307	19,269,707	4,946,326	11,750,405
Beginning Net Position	81,682,721	92,476,138	122,785,763	134,124,070	153,393,777	160,276,971
Prior Period Adjustment	-	-	-	-	1,936,868	-
Ending Net Position	\$ 92,476,138	\$ 122,785,763	\$ 134,124,070	\$ 153,393,777	\$ 160,276,971	\$ 172,027,376



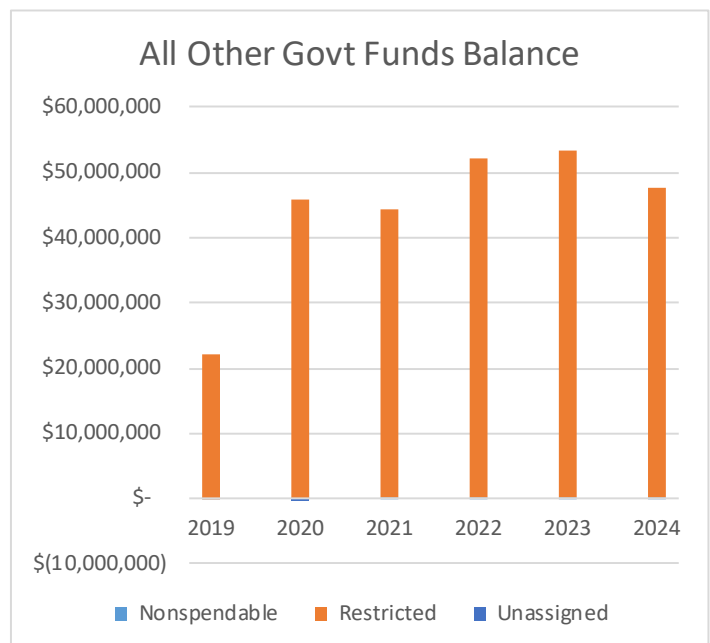
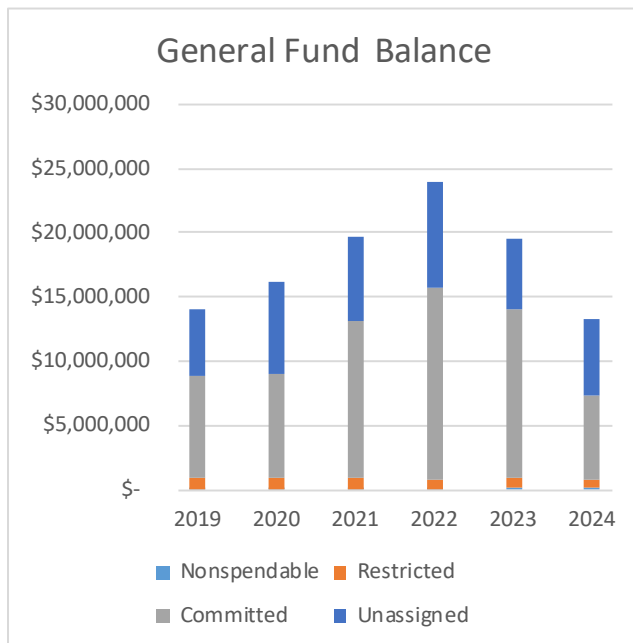


City of Happy Valley Fiscal Year 2025 - 2026 Budget

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 2019 – 2024. The General Fund – Committed increases represented reserves for capital replacement and maintenance and amounts to counter the next economic downturn.

	Fiscal Year					
	2019	2020	2021	2022	2023	2024
Nonspendable	\$ 60,998	\$ 68,139	\$ 62,786	\$ 45,878	\$ 156,605	\$ 102,300
Restricted	879,969	846,032	793,450	698,450	738,195	739,299
Committed	7,952,893	8,058,724	12,264,231	14,971,100	13,097,678	6,468,785
Unassigned	5,079,303	7,268,787	6,601,872	8,316,576	5,608,677	5,911,625
Total General Fund	\$ 13,973,163	\$ 16,241,682	\$ 19,722,339	\$ 24,032,004	\$ 19,601,155	\$ 13,222,009

	Fiscal Year					
	2019	2020	2021	2022	2023	2024
Nonspendable	\$ 16,964	\$ 5,500	\$ 19,910	\$ 34,612	\$ 20,404	\$ 29,910
Restricted	21,996,564	45,821,739	44,434,715	52,226,774	53,502,203	47,664,522
Unassigned		(1,819)	-	-	-	-
Total All Other Govt Funds	\$ 22,013,528	\$ 45,825,420	\$ 44,454,625	\$ 52,261,386	\$ 53,522,607	\$ 47,694,432





City of Happy Valley Fiscal Year 2025 - 2026 Budget

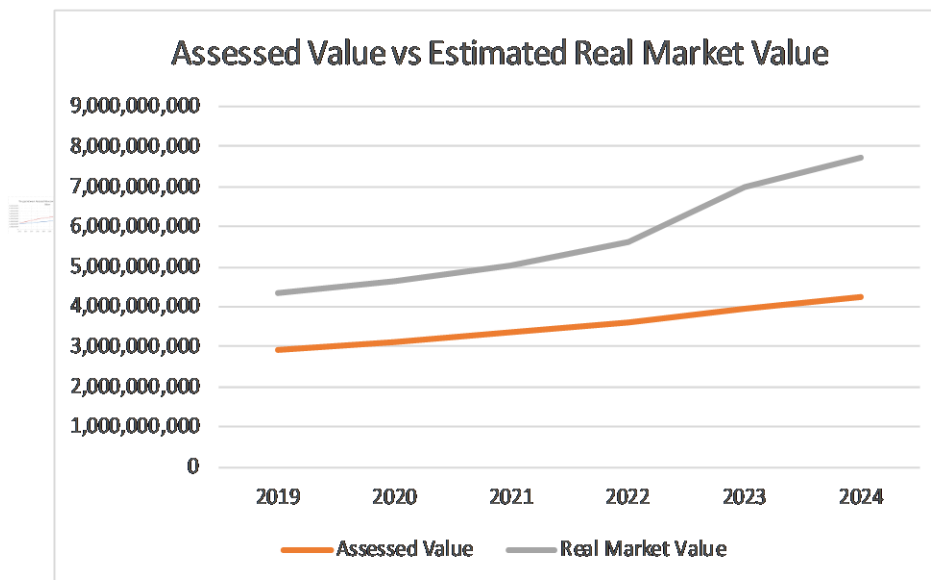
Also included are various charts and graphs as added information. Included are property values with a chart to illustrate the gap between assessed value and estimated real market value, tax rates including overlapping rates, ratios of outstanding debt, direct and overlapping activities debt, legal debt 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

Fiscal Year Ended June 30	Assessed Value					Total direct tax rate	RMV	Assessed value as percentage of RMV
	Real property	Personal property	Manuf'd structure	Public utility	Total assessed value		Estimated real market value (RMV)	
2019	2,852,512,294	22,198,356	3,261,749	48,955,700	2,926,928,099	2.59	4,320,368,740	68%
2020	3,047,960,020	20,162,975	3,120,309	51,435,000	3,122,678,304	2.05	4,651,611,326	67%
2021	3,290,886,433	24,085,598	3,248,430	65,299,300	3,383,519,761	2.59	5,013,115,146	67%
2022	3,527,283,771	23,720,763	3,338,469	67,547,800	3,621,890,803	2.59	5,611,742,435	65%
2023	3,833,153,426	27,295,939	3,466,434	74,894,200	3,938,809,999	2.59	6,968,760,110	57%
2024	4,128,295,247	24,614,673	3,812,303	80,909,050	4,237,631,273	2.59	7,713,808,105	55%

Source: Clackamas County Assessor's Office

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





City of Happy Valley Fiscal Year 2025 - 2026 Budget

Demographic and economic statistics

Fiscal Year	Population(1)	Median Age(1)	Household Income	Per Capita Income (2)	Public School Enrollment (3)	Unemployment Rate(4)
2019	20,945	38	111,066	44,761	6,838	3.8
2020	21,700	37	114,111	47,713	7,918	11.1
2021	22,552	37	113,276	45,664	8,310	4.5
2022	25,738	37	126,851	53,500	8,137	3.3
2023	26,689	39	131,980	51,540	8,279	3.3
2024	26,799	39	126,108	54,453	8,482	3.7

Source: (1) Portland Population Research Center.

(2) U.S. Census Bureau.

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

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

PRINCIPAL EMPLOYERS

2024

Employer	Employees	Rank	Percentage of Total City Employment
Fred Meyer	274	1	7.23%
AG Specialty Foods	200	2	5.28%
The Springs at Happy Valley	130	3	3.43%
Camp Withycombe	100	4	2.64%
Morningstar of Happy Valley	89	5	2.35%
City of Happy Valley	80	6	2.11%
Goodwill	63	7	1.66%
McDonalds	55	8	1.45%
Hops N Drops	45	9	1.19%
Happy Valley Arts Academy	38	10	1.00%
	1,074		28.33%

Source: City business licenses



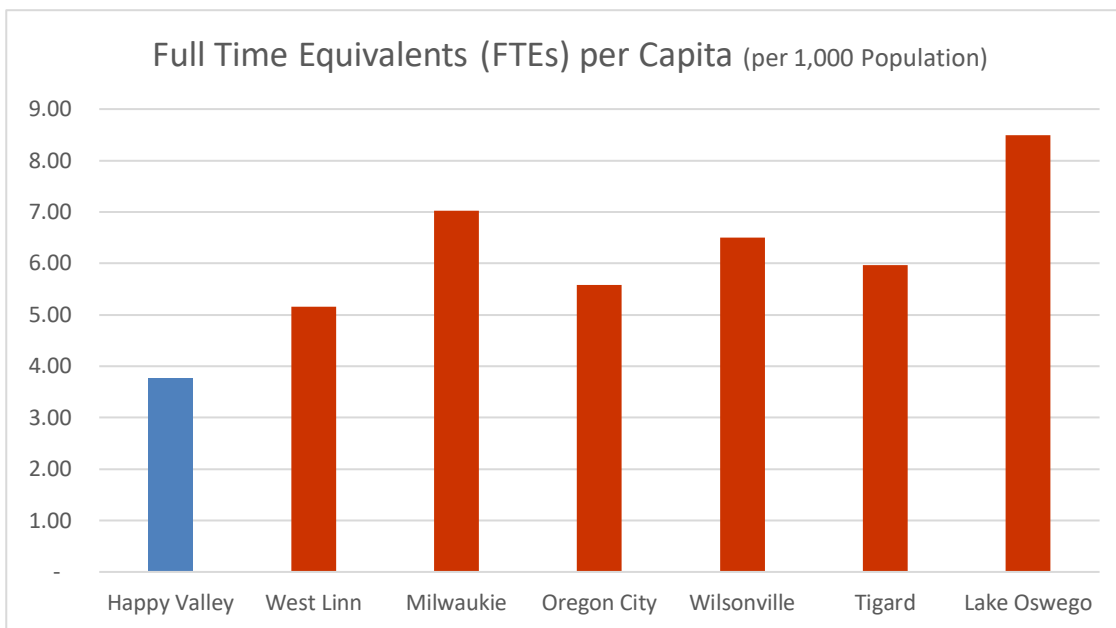
City of Happy Valley Fiscal Year 2025 - 2026 Budget

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.

Overall budgeted FTE decreased 3.0 from the previous budget. The decrease consists of the following reductions: 2.0 FTE General Fund – Economic and Community Development, and 1.0 FTE decrease in the Library Fund. Total FTE decreased from 83 FTE in the 2024-25 budget to 80 FTE in this budget.

As the following chart shows, we continue to run a lean organization. The City operates with just 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.





City of Happy Valley Fiscal Year 2025 - 2026 Budget

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. 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 \$50,000. 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 contributions are based upon 2025-27 biennium rates. The Tier1 / Tier2 rate is 23.15% and the OPSPR rate is 21.52%.

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 FTEs.

2025-26 Adopted Budget - Positions

			Adopted		Proposed	Approved	Adopted
Department and Position	2022-23	2023-24	Budget 2024-25	Estimate 2024-25	Budget 2025-26	Budget 2025-26	Budget 2025-26
Administration							
City Manager's Office							
City Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Assistant City Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Management Analyst	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Communication and PR	-	-	1.00	1.00	1.00	1.00	1.00
Finance and IT							
Finance Director	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Accounting Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Financial Analyst	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Accountant I	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Information Technology							
IT Administrator	1.00	1.00	1.00	1.00	1.00	1.00	1.00
ISS Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Human Resources and City Recorder							
HR Director	1.00	1.00	1.00	1.00	1.00	1.00	1.00
City Recorder	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Records Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	13.00	13.00	14.00	14.00	14.00	14.00	14.00
Economic and Community Development							
Community Development Director	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Assistant III	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Planning							
Planning Services Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Assistant Planner	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Associate Planner	1.00	1.00	1.00	1.00	1.00	1.00	1.00
GIS Tech	1.00	-	-	-	-	-	-
Engineering							
Capital Improvement Project Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00
City Engineer	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Engineering Technician III	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Associate Engineer	1.00	-	-	-	-	-	-
Engineer Admin	1.00	1.00	1.00	1.00	1.00	1.00	1.00

2025-26 Adopted Budget - Positions

Department and Position	2022-23	2023-24	Adopted	Estimate	Proposed	Approved	Adopted
			Budget 2024-25	2024-25	Budget 2025-26	Budget 2025-26	Budget 2025-26
Project Engineer	2.00	1.00	2.00	2.00	2.00	2.00	2.00
Building Inspection							
Building Official	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Assistant Building Official	-	-	-	-	-	-	-
Administrative Assistant I	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Permit Technician	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Building Inspector I	2.00	2.00	2.00	2.00	1.00	1.00	1.00
Building Inspector II	2.00	1.00	2.00	2.00	1.00	1.00	1.00
Building Insp/Plans Examiner	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Plumbing/Bldg Insp	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	24.00	20.00	22.00	22.00	20.00	20.00	20.00
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
Program Coordinator	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Program Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Assistant II	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Assistant I	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Code Enforcement							
Code Enforcement Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Comm Svcs Officer	3.00	2.00	3.00	3.00	3.00	3.00	3.00
Municipal Court							
Court Clerk Lead	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Court Clerk	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	11.00	10.00	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
Administrative Assistant II	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Heavy Equip Mechanic	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Utility Worker II - WES Contract	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	4.00	4.00	4.00	4.00	4.00	4.00	4.00
Parks							
Operations							
Utility Worker I	2.00	3.00	4.00	4.00	4.00	4.00	4.00
Utility Worker II	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Programming							
Program Coordinator	1.00	1.00	1.00	1.00	1.00	1.00	1.00

2025-26 Adopted Budget - Positions

Department and Position	2022-23	2023-24	Adopted	Estimate 2024-25	Proposed	Approved	Adopted
			Budget 2024-25		Budget 2025-26	Budget 2025-26	Budget 2025-26
Programming Specialist/ Tech	2.00	2.00	2.00	2.00	2.00	2.00	2.00
	6.00	7.00	8.00	8.00	8.00	8.00	8.00
Streets							
Utility Worker II	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Utility Worker I	2.00	2.00	2.00	2.00	2.00	2.00	2.00
	4.00	4.00	4.00	4.00	4.00	4.00	4.00
Library							
Library Director	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Assistant III	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Program Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Librarians	5.00	5.00	5.00	5.00	5.00	5.00	5.00
Library Assistant I	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Library Aide	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Part time positions	5.00	5.00	5.00	5.00	5.00	5.00	5.00
Regular Limited Status positions	1.00	2.00	2.00	2.00	2.00	2.00	2.00
	18.00	19.00	19.00	19.00	19.00	19.00	19.00
Total FTE	80.00	77.00	82.00	82.00	80.00	80.00	80.00
Total Full Time Positions	74.00	70.00	75.00	75.00	73.00	73.00	73.00
Total Part Time Positions	6.00	7.00	7.00	7.00	7.00	7.00	7.00
Total FTE	80.00	77.00	82.00	82.00	80.00	80.00	80.00
General Fund FTE	52.00	47.00	51.00	51.00	49.00	49.00	49.00
Other FTE	28.00	30.00	31.00	31.00	31.00	31.00	31.00



City of Happy Valley Fiscal Year 2025 - 2026 Budget

General Fund



City of Happy Valley Fiscal Year 2025 - 2026 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, and Public Works.

Revenue Sources

The main sources of revenue in the General Fund are property taxes, right of way 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.

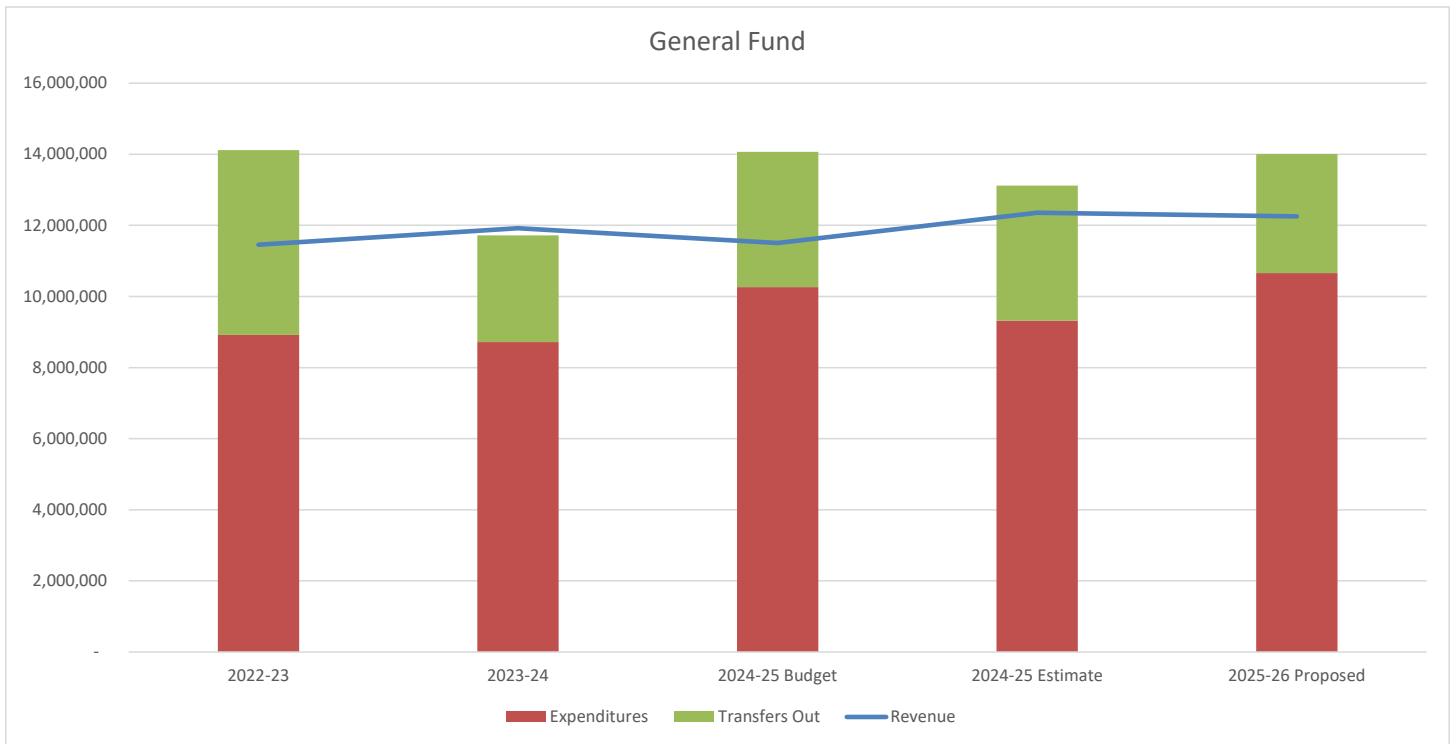
Expenditures

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.

	Budget for Fiscal Year 2025 - 2026					
	Preceding 2022-23	Preceding 2023-24	Adopted Budget 2024-25	Proposed	Approved	Adopted
Administration	3,312,118	3,557,342	4,186,100	4,415,100	4,415,100	4,715,100
Community Services and Public Safety	1,268,866	1,336,478	1,407,800	1,486,700	1,486,700	1,486,700
Economic and Community Development	3,553,140	3,094,507	3,769,900	3,860,400	3,860,400	3,860,400
Public Works	782,103	731,142	902,700	893,700	893,700	893,700
Transfers	5,200,000	3,000,000	3,800,000	3,350,000	3,350,000	3,350,000
Contingency	-	-	3,518,393	3,442,593	3,442,593	3,142,593
Total	14,116,227	11,719,469	17,584,893	17,448,493	17,448,493	17,448,493

General Fund

	Preceding 2022-23	Preceding 2023-24	Adopted 2024-25 Budget	2024-25 Estimate	2025-26 Proposed	2025-26 Approved	2025-26 Adopted
Revenue	11,455,384	11,922,028	11,505,400	12,355,000	12,253,000	12,253,000	12,253,000
Expenditures	8,916,227	8,719,469	10,266,500	9,322,000	10,655,900	10,655,900	10,955,900
Transfers Out	5,200,000	3,000,000	3,800,000	3,800,000	3,350,000	3,350,000	3,350,000
Annual Operating Surplus / (Shortfall)	(2,660,843)	202,559	(2,561,100)	(767,000)	(1,752,900)	(1,752,900)	(2,052,900)
Beginning Fund Balance	8,623,336	5,962,493	6,079,493	5,962,493	5,195,493	5,195,493	5,195,493
Ending Fund Balance / Contingency	5,962,493	6,165,052	3,518,393	5,195,493	3,442,593	3,442,593	3,142,593





**City of Happy Valley
Fiscal Year 2025 - 2026 Budget**

General Fund

Resources

General Fund

	Preceding 2022-23	Preceding 2023-24	Adopted Budget 2024-25	Estimate 2024-25	Proposed Budget 2025-26	Approved Budget 2025-26	Adopted Budget 2025-26
Resources							
Beginning Fund Balance	\$ 8,623,336	\$ 5,962,493	\$ 6,079,493	\$ 5,962,493	\$ 5,195,493	\$ 5,195,493	\$ 5,195,493
Property Taxes	2,414,914	2,499,217	2,610,400	2,600,000	2,705,000	2,705,000	2,705,000
State Shared Rev	927,881	882,466	950,000	900,000	900,000	900,000	900,000
ROW Use Fee	2,394,980	2,559,277	2,600,000	2,750,000	2,830,000	2,830,000	2,830,000
User Related Fees	570,175	464,685	550,000	550,000	550,000	550,000	550,000
Building Fees	1,406,058	1,277,472	1,000,000	1,450,000	1,300,000	1,300,000	1,300,000
Planning Fees	354,424	161,872	150,000	270,000	150,000	150,000	150,000
Engineering Fees	267,305	684,340	250,000	220,000	250,000	250,000	250,000
SDC Compliance	45,962	39,010	50,000	100,000	50,000	50,000	50,000
Urban Renewal Admin Fee	162,938	247,042	320,000	290,000	320,000	320,000	320,000
Traffic Fines	508,280	651,246	500,000	640,000	600,000	600,000	600,000
Court Related Fees	89,918	81,965	120,000	130,000	120,000	120,000	120,000
Intergovernmental	442,204	281,302	200,000	250,000	200,000	200,000	200,000
Misc Revenue	362,345	452,134	400,000	400,000	400,000	400,000	400,000
Transfers In	1,508,000	1,640,000	1,805,000	1,805,000	1,878,000	1,878,000	1,878,000
Total Revenues	11,455,384	11,922,028	11,505,400	12,355,000	12,253,000	12,253,000	12,253,000
Total Resources	20,078,720	17,884,521	17,584,893	18,317,493	17,448,493	17,448,493	17,448,493



City of Happy Valley Fiscal Year 2025 - 2026 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: Includes fees paid to operate within or use services provided by the City. These include facility rental charges, cell phone tower rental fees, 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 Fees: 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.

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.



City of Happy Valley Fiscal Year 2025 - 2026 Budget

General Fund

Resources

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.

SDC Compliance: Per the adopted SDC methodology, 5% of Transportation and Parks SDC's goes to the General Fund for the administration of the SDC programs.

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 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, 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.



**City of Happy Valley
Fiscal Year 2025 - 2026 Budget**

General Fund

Administration



City of Happy Valley Fiscal Year 2025 - 2026 Budget

General Fund

Administration

Manager: Jason Tuck, ICMA-CM

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

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, Assistant City Manager, Management Analyst I/Policy Analyst, Executive Assistant, Communication & Public Relations Coordinator.

Human Resources/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.

Staff members include Human Resources Director.

City Recorder / Risk Management

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 City Recorder/Management Analyst II, Records Specialist.



City of Happy Valley Fiscal Year 2025 - 2026 Budget

General Fund

Administration

Information Technology

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 Information Services Manager, Information Services Support Specialist II.

Finance 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.

Staff members include Finance Director, Senior Accountant, Accounting Specialist, Financial Analyst.

Budget Summary:

	Preceding		Adopted	Budget For Fiscal Year 2025 - 2026		
	2022-23	2023-24	Budget 2024-25	Proposed	Approved	Adopted
Personnel Services	1,916,356	2,088,066	2,486,100	2,615,100	2,615,100	2,615,100
Material and Services	1,395,762	1,469,276	1,700,000	1,800,000	1,800,000	2,100,000
Total	3,312,118	3,557,342	4,186,100	4,415,100	4,415,100	4,715,100

General Fund - Administration

	Preceding 2022-23	Preceding 2023-24	Adopted Budget 2024-25	Estimate 2024-25	Proposed Budget 2025-26	Approved Budget 2025-26	Adopted Budget 2025-26
Personnel Services							
FTE Positions	13.0	13.0	14.0	14.0	14.0	14.0	14.0
Wages	\$ 1,266,109	\$ 1,328,686	\$ 1,566,200	\$ 1,500,000	\$ 1,647,500	\$ 1,647,500	\$ 1,647,500
Benefits	650,247	759,380	919,900	890,000	967,600	967,600	967,600
Total Personnel Services	<u>1,916,356</u>	<u>2,088,066</u>	<u>2,486,100</u>	<u>2,390,000</u>	<u>2,615,100</u>	<u>2,615,100</u>	<u>2,615,100</u>
Materials and Services							
Office Supplies	149,822	95,090	140,000	120,000	140,000	140,000	140,000
Professional Development	153,365	150,987	170,000	140,000	170,000	170,000	190,000
Utilities	158,230	151,836	200,000	160,000	200,000	200,000	200,000
Public Accountability	64,250	57,014	70,000	60,000	70,000	70,000	70,000
Repairs & Maintenance	-	-	-	-	-	-	-
Facility & Office Service Contracts	287,113	483,956	400,000	350,000	400,000	400,000	600,000
Public Outreach	39,459	97,092	70,000	75,000	70,000	70,000	90,000
General Operating	321,823	255,963	350,000	300,000	350,000	350,000	350,000
Legal	81,009	62,413	100,000	80,000	100,000	100,000	160,000
Contract Services	140,691	114,925	200,000	200,000	300,000	300,000	300,000
Total Materials and Services	<u>1,395,762</u>	<u>1,469,276</u>	<u>1,700,000</u>	<u>1,485,000</u>	<u>1,800,000</u>	<u>1,800,000</u>	<u>2,100,000</u>
Total Administration	<u>\$ 3,312,118</u>	<u>\$ 3,557,342</u>	<u>\$ 4,186,100</u>	<u>\$ 3,875,000</u>	<u>\$ 4,415,100</u>	<u>\$ 4,415,100</u>	<u>\$ 4,715,100</u>



City of Happy Valley Fiscal Year 2025 - 2026 Budget

General Fund

Administration

Goals and Priorities

General Administration

- Continue progress on the Happy Valley Community Center.
 - Finalize the design.
 - Execute a Guaranteed Maximum Price and begin construction.
 - Provide educational materials related to the Bond Measure.
 - Develop operations and implementation plan.
- Continue partnership with the City's lobbyist to monitor upcoming legislative session and engage with local legislators.
- Finalize Intergovernmental Agreement with Metro to receive "local share" dollars as part of the Parks and Nature Bond Measure.

Human Resources

- Lead the operations team for the Community Center project.
- Finalize programming for regular training programs to auto deploy.
- Finalize moving remaining electronic employee files to Laserfiche.
- Continue to develop and grow diverse and qualified applicant pools for vacant positions.
- Increase employee engagement on the City's intranet page.
- Add safety related job responsibilities to all Job Descriptions.

Policy Analysis

- Support City Councilors at intergovernmental tables, including pre-meeting briefings, talking points, post meeting summaries, and direct letters and communication.
- Identify and apply for grant opportunities in support of other City departments.
- Develop and promote a legislative agenda ahead of the 2026 short session.
- Expand the city's rotating sculpture program and public art acquisitions with the Community Center project.
- Find opportunities for public art to be incorporated in other future parks projects and public facilities.
- Establish a structured year-long routine for public art calls and selections.

City Recorder

- Continue digitization efforts with the support of managers and supervisors in the organization.
- Organize a successful Laserfiche Week to archive 2,000 or more records into the program.
- Collaborate with staff on the updated Cities Retention Schedule and modify Laserfiche processes to reflect changes.
- Draft a role-based retention policy for communications and collaborate with Information Systems for deployment.



City of Happy Valley Fiscal Year 2025 - 2026 Budget

General Fund

Administration

Goals and Priorities (continued)

- Prepare materials for prospective candidates for November 3, 2026 General Election.

City Recorder

Performance Measures	2023-24 Actual	2024-25 Actual	2025-26 Forecast
Documents Archived in Laserfiche	40,610	53,483	53,483
Public Record Requests	91	117	117
City Council Meetings	30	18	20

Risk Management

- Implement leadership-supported suggestions from the Best Practices Survey with City County Insurance Services.
- Create a Laserfiche form for Facility Inspections for the Safety Committee to use for quarterly inspections.
- Coordinate contract training with the City Attorney's Office and prepare materials to support staff.

Risk Management performance measures	2023-24 Actual	2024-25 Actual	2025-26 Forecast
Certificates of Insurance	312	330	330
Contracts	131	189	189
Property Damage Reimbursements	6	4	4
Financial Guarantees	49	34	34

Information Technology

- Install enhanced network firewall with advanced security and logging
- Deploy Canon Uniflow for centralized cloud printing and scanning.
- Partner with OSU for cybersecurity solutions and student training.
- Improve CrowdStrike integration for better reporting and monitoring.
- Upgrade 7-year-old core switching hardware.
- Launch updated city website.
- Explore AI-powered local website search.
- Evaluate AI platforms for city staff use.
- Expand Workvivo and Zoom adoption.



City of Happy Valley Fiscal Year 2025 - 2026 Budget

General Fund

Administration

Goals and Priorities

Finance

- Create comprehensive internal control document and review all financial policies and compare to GFOA best practices.
- Create a Capital Improvement Plan (CIP) as it relates to each Reserve for Replacement Fund to become part of the budget document.
- Begin process for the next Urban Renewal debt issuance. Debt proceeds will be primarily used for the 172nd widening project.
- Update Urban Renewal revenue projections with updated data from the building department, planning department and the tax assessor's office.



City of Happy Valley Fiscal Year 2025 - 2026 Budget

General Fund

Expenditures, Administration

Personnel:

Wages: City Manager, Assistant City Manager, Finance Director, Human Resources Director, Information Systems Manager, City Recorder/Management Analyst II, Management Analyst I/Policy Analyst, Executive Assistant, Communication & Public Relations Coordinator, Records Management Specialist, Information Systems Support Specialist II, Senior Accountant, Accounting Specialist, Financial Analyst.

Benefits: Unemployment claims, retirement incentives, employer portion of FICA and Tri-met taxes, Paid Leave Oregon tax (1% employee and employer cost share picked up by the City), 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.



**City of Happy Valley
Fiscal Year 2025 - 2026 Budget**

General Fund

***Community Services/Public Safety
Department***



City of Happy Valley Fiscal Year 2025 - 2026 Budget

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 Administrative Services, Public Engagement and Public Information.

Police/Emergency Management

The Police/Emergency Services department works closely with the Clackamas County Sheriff's Office, Clackamas Fire District #1, and Clackamas County Emergency Management to ensure public safety and deliver efficient emergency services. The department manages the city's police contract, including staffing, setting goals, and overseeing daily operations.

It focuses on prevention, crime reduction, and proactive community engagement. The department leads crime prevention programs and facilitates public forums, such as the Traffic & Public Safety Committee, where residents can raise concerns and help shape local safety strategies.

The department also collaborates with the Clackamas County Wildfire Defense Board, local homeowners' associations (HOAs), and Metro Parks to support fire mitigation efforts. This includes managing open spaces and reducing wildfire risk in residential areas and natural parks.

To ensure comprehensive emergency preparedness, the department develops and maintains the Emergency Operations Plan, Hazard Mitigation Plan, and Continuity of Operations Plan. It serves as the city's Emergency Manager and acts as Incident Commander when the Emergency Operations Center is activated.

Through these coordinated efforts, the department is committed to protecting the community and ensuring a swift, effective response during emergencies.

Staff: Director of Community Services & Public Safety

Code Enforcement, Animal Control and Community Resource Officer Liaison

Our Community Service Officers (CSOs) are dedicated to code enforcement, animal control, and neighborhood safety. Their primary goal is to promote code compliance through proactive enforcement, education, and collaboration with residents, businesses, developers, and neighbors. In doing so, they help foster a safer and more connected community.

Beyond addressing specific code violations, CSOs actively identify potential issues throughout neighborhoods. Working as the city's mediation team, working with HOA's and Businesses to resolve health and safety concerns. They also support a robust crime prevention program by coordinating volunteer patrols in parks, schools, and open spaces.

Animal control efforts focus on reuniting lost pets with their owners using licensing records and chip identification. CSOs also investigate complaints of neglect or abuse, advocate for animal welfare, and educate pet owners on licensing and responsible ownership.



City of Happy Valley Fiscal Year 2025 - 2026 Budget

General Fund

Community Services and Public Safety

Code Enforcement, Animal Control and Community Resource Officer Liaison (Continued)

The department manages the HEART Program (Happy Valley Empathy and Assistance Resource Team), with a designated CSO serving as the homeless liaison. This officer responds to homelessness-related concerns, connects individuals with services, and partners with a transitional shelter to provide food and lodging for those in need.

The team also oversees the Apartment Safe Neighborhood Initiative (ASNI), which supports apartment communities in implementing best practices to reduce crime and calls for service, ultimately improving safety and quality of life for residents.

To ensure public spaces remain safe and enjoyable, CSOs regularly patrol city parks, including Metro-owned properties, reinforcing park rules and maintaining a welcoming environment for all.

Staff: Community Service Officer Supervisor, Community Service Officer, Administrative Assistant II

Municipal Court / Juvenile Diversion

Court Administration oversees the resolution of traffic, parking, and city code violations, as well as cases involving minors in possession of alcohol, tobacco, or other ordinance infractions. Staff manage all administrative functions of the court, including enrollment, instruction, and compliance tracking for traffic safety and fireworks diversion classes offered to eligible individuals.

The court prioritizes fair and efficient case resolution through compliance, diversion programs, or non-contested payments. For low-level youth offenses, the Juvenile Diversion Program provides an alternative to traditional court proceedings by offering community service as a positive and educational path forward.

Through these efforts, the Municipal Court promotes accountability, education, and fair outcomes for minor offenses in the community.

Staff: Municipal Court Clerk I, Municipal Court Clerk II

Administrative Services, Public Engagement & Public Information

Administrative Services

The Administrative Services team supports both residents and internal staff by managing a wide array of city services. These include processing business licenses, tree permits, animal licenses, burn permits, alarm permits, OLCC permits, special event permits, and filming permits. They also oversee the City's online service portal, ensuring a seamless experience for accessing and managing permits. Additionally, the team manages the solid waste franchise and provides passport services. Internally, they support City operations through notary services, phone coverage, mail distribution, and office supply management.



City of Happy Valley Fiscal Year 2025 - 2026 Budget

General Fund

Community Services and Public Safety

Public Engagement

The Public Engagement team leads efforts to connect with residents, youth, businesses, and key partners to foster a strong sense of community and civic pride. They manage the Happy Valley Youth Council and coordinate programs like the Young Entrepreneurs Program, promoting youth leadership and civic education. Engagement extends into local schools through educational partnerships focused on government awareness and community involvement. The team coordinates welcome packets for new residents and businesses, helping them integrate into the community.

Public Engagement also includes managing tourism efforts, overseeing the Happy Valley Store, and leading marketing strategies that highlight local events, attractions, and services. They maintain strong relationships with the Happy Valley Business Alliance, local Homeowners Associations, and external partners such as Camp Withycombe, the Oregon National Guard, Army Reserves, and local veterans groups, working together to strengthen community ties and support public initiatives.

Public Information

The Public Information function, led by the City's Public Information Officer, ensures clear and consistent communication with the public. The PIO issues media releases, serves as the City's spokesperson, manages the newspaper partnership, and speaks on behalf of the City during public events, media engagements, and emergencies. In coordination with the City's Core Communications Team, this role also supports the city's messaging across media releases, the community radio station, city website, and social media platforms.

Staff: Program Supervisor, Community Engagement Specialist, Administrative Assistant I (2)

Budget Summary:

	Preceding		Adopted	Budget For Fiscal Year 2025- 2026		
	2022-23	2023-24	2024-25	Proposed	Approved	Adopted
Personnel Services	1,210,716	1,280,679	1,322,800	1,391,700	1,391,700	1,391,700
Material and Services	58,150	55,799	85,000	95,000	95,000	95,000
Total	1,268,866	1,336,478	1,407,800	1,486,700	1,486,700	1,486,700

General Fund - Community Services and Public Safety

	Preceding 2022-23	Preceding 2023-24	Adopted Budget 2024-25	Estimate 2024-25	Proposed Budget 2025-26	Approved Budget 2025-26	Adopted Budget 2025-26
Personnel Services							
FTE Positions	10.0	10.0	10.0	10.0	10.0	10.0	10.0
Wages	\$ 767,604	\$ 791,438	\$ 806,900	\$ 800,000	\$ 848,900	\$ 848,900	\$ 848,900
Benefits	443,112	489,241	515,900	510,000	542,800	542,800	542,800
Total Personnel Services	<u>1,210,716</u>	<u>1,280,679</u>	<u>1,322,800</u>	<u>1,310,000</u>	<u>1,391,700</u>	<u>1,391,700</u>	<u>1,391,700</u>
Materials and Services							
CSPS Supplies	9,788	5,036	10,000	8,000	10,000	10,000	10,000
Professional Development	15,682	11,838	25,000	15,000	25,000	25,000	25,000
Public Safety Related	32,255	38,925	40,000	45,000	50,000	50,000	50,000
Contract Services	425	-	10,000	-	10,000	10,000	10,000
Total Materials and Services	<u>58,150</u>	<u>55,799</u>	<u>85,000</u>	<u>68,000</u>	<u>95,000</u>	<u>95,000</u>	<u>95,000</u>
Total Community Services and Public Safety	<u>\$ 1,268,866</u>	<u>\$ 1,336,478</u>	<u>\$ 1,407,800</u>	<u>\$ 1,378,000</u>	<u>\$ 1,486,700</u>	<u>\$ 1,486,700</u>	<u>\$ 1,486,700</u>



City of Happy Valley Fiscal Year 2025 - 2026 Budget

General Fund

Community Services and Public Safety

Goals and Priorities

Community Services

- Continue to research and develop prospective programs that may be utilized in Happy Valley to bolster Community Safety (Lock Box program) and Parks and Recreation marketing (Marketing Brand Representatives).
- Continue working with finance and consultants to utilize best practices for online dog, business, and alarm licensing and permitting functionality with EPL.
- Increase knowledge of EPL through training and collaboration meetings with city staff.
- Continue to assist applicants with online EPL portal. This will be a continued process due to the varied expiration dates of dog licenses and alarm permits.
- Continuing to discover other aspects and functions of ACTIVE Net, allowing staff to efficiently meet the needs of residents.
- Enhance recreation programming and continue building programming for youth, adults, and seniors in the City.
- Continue to build Meals on Wheels fundraising opportunities through the success of Pints with Purpose. Search for other ways to help with funding the growing service in Happy Valley.
- Continue to accept passport applications by walk-in Monday, Tuesday, Thursday, Friday 9 a.m.- 2:30 p.m. – no passport services on Wednesday. Add in applicants when staff time allows.
- Train additional passport agents to offer walk in services and possible Passport Saturday's.

Performance Measures

Council Goal: Effective, efficient, and readily available services.

Statistics	2022-23 Actual	2023-24 Actual	2024-25 Actual	2025-26 Forecast
Business Licenses				
· NEW	230	186	897	160
· RENEW	827	901	NA*	800
Passports Issued	1,550	4,379	2,667	2,400
City Instagram Account Followers	1,500	2,000	3,611	3,700

*data not available, migration to new system

Goals and Priorities

Code Enforcement

- Develop guidelines for lost children at city events.
- Continue working with local veterinarians in educating residents about licensing their dog(s).
- Continue developing and working with Clackamas County and Metro regarding homelessness concerns.
- Work on developing a GIS program to help City employees identify HOA locations and information.
- Continued efforts to minimize signs in right of way by quickly addressing and educating those who are in violation.



City of Happy Valley

Fiscal Year 2025 - 2026 Budget

General Fund

Community Services and Public Safety

Performance Measures

Code Enforcement

Council Priority: Collaborate with community and regional partners to ensure a safe community.

	2022-23 Actual	2023-24 Actual	2024-25 Actual	2025-26 Forecast
Dog Licenses				
· NEW	260	783	932	750
· RENEW	360	470	639	480
Tree Permits	169	150	122	140
Alarm Permits				
• NEW	103	107	120	150
• RENEW	651	565	665	650
Community Watch Patrols - Total Vol- unteer Hours		407	407	600
Code Cases for this time period	2185	2,092	2,435	2,250
Animal Cases-including dog bite & abuse investigations	76	420	958	700
Construction Site Violations/inspections	746	1,751	1,840	1,900
Noxious Vegetation Complaints and enforcement	53	129	205	250
Park Patrols	407	1,941	2,095	2,195
Noise/Construction Variances	106	41	15	15



City of Happy Valley Fiscal Year 2025 - 2026 Budget

General Fund

Community Services and Public Safety

Goals and Priorities

Court

- Study speed/red light camera program at City Council direction.
- Research offsite Web-based system through Tyler Incode Cloud.
- Research Tyler Case Management System - (TCM) electronic storage of case files.
- Oregon Court Administration Certification Level 3 – Brionna
- Implementation of electronic convictions with DMV.
- Implementation of Laserfiche storage for court files.

Performance Measures

	2022-23 Actual	2023-24 Actual	2024-25 Actual	2025-26 Forecast
Traffic violations	2,768	3,203	3,655	3,655



City of Happy Valley Fiscal Year 2025 - 2026 Budget

General Fund

Expenditures, Community Services and Public Safety

Personnel:

Wages: Director of Community Services & Public Safety, Program Supervisor, Community Services Officer Supervisor, Community Services Officer, Municipal Court Clerk I, Municipal Court Clerk II, Community Engagement Specialist, Administrative Assistant I (2), Administrative Assistant II.

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, Paid Leave Oregon tax (1% employee and employer cost share picked up 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.



**City of Happy Valley
Fiscal Year 2025 - 2026 Budget**

General Fund

***Economic and Community Development
Department***



City of Happy Valley Fiscal Year 2025 - 2026 Budget

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 to provide future economic development opportunities and residential growth.

Staff members include the Economic and Community Development Director, Planning Services Manager, Senior Planner (2), and Planning Assistant.

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.



City of Happy Valley Fiscal Year 2025 - 2026 Budget

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 City Engineer, Senior Civil Engineer, Civil Engineer, Engineering Inspector II, Engineering Technician III, and Permit Technician (Engineering).

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, Building Inspector I/ Plans Examiner I, Building Inspector I, Building Inspector II (2), Plans Examiner II, Permit Technician Supervisor, Permit Technician (Building) (2), and Administrative Assistant I.

Budget Summary:

	Preceding		Adopted	Budget For Fiscal Year 2025 - 2026		
	2022-23	2023-24	Budget 2024-25	Proposed	Approved	Adopted
Personnel Services	3,047,948	2,823,988	3,379,900	3,465,400	3,465,400	3,465,400
Material and Services	505,192	270,519	390,000	395,000	395,000	395,000
Total	3,553,140	3,094,507	3,769,900	3,860,400	3,860,400	3,860,400

General Fund - Economic & Community Development

	Preceding 2022-23	Preceding 2023-24	Adopted Budget 2024-25	Estimate 2024-25	Proposed Budget 2025-26	Approved Budget 2025-26	Adopted Budget 2025-26
Personnel Services							
FTE Positions	22.0	22.0	22.0	19.0	20.0	20.0	20.0
Wages	\$ 1,955,915	\$ 1,779,716	\$ 2,129,300	\$ 1,800,000	\$ 2,148,500	\$ 2,148,500	\$ 2,148,500
Benefits	1,092,033	1,044,272	1,250,600	1,080,000	1,316,900	1,316,900	1,316,900
Total Personnel Services	<u>3,047,948</u>	<u>2,823,988</u>	<u>3,379,900</u>	<u>2,880,000</u>	<u>3,465,400</u>	<u>3,465,400</u>	<u>3,465,400</u>
Materials and Services							
ECD Supplies	577	1,298	5,000	1,000	5,000	5,000	5,000
Professional Development	31,088	37,073	35,000	30,000	40,000	40,000	40,000
Contract Services	473,527	232,148	350,000	350,000	350,000	350,000	350,000
Total Materials and Services	<u>505,192</u>	<u>270,519</u>	<u>390,000</u>	<u>381,000</u>	<u>395,000</u>	<u>395,000</u>	<u>395,000</u>
Total Economic & Community Development	<u>\$ 3,553,140</u>	<u>\$ 3,094,507</u>	<u>\$ 3,769,900</u>	<u>\$ 3,261,000</u>	<u>\$ 3,860,400</u>	<u>3,860,400</u>	<u>3,860,400</u>



City of Happy Valley Fiscal Year 2025 - 2026 Budget

General Fund

Economic and Community Development

Goals and Priorities

Planning and Economic Development Divisions

- Advance Implementation of the Happy Valley Downtown District. Complete the conceptual development plan for the district, accompanied by amendments to the Comprehensive Plan and Zoning Map, updates to the Land Development Code, and preparation of associated technical studies.
- Initiate Comprehensive Plan Update. Begin the formal process of updating the Comprehensive Plan. This effort is anticipated to span approximately 18 months and will involve community engagement and technical analysis.
- Advance Housing Production Strategies. Implement a series of strategies designed to encourage housing that serves all community members by providing options that meet diverse needs, such as affordability and accessibility.
- Update the Land Development Code to Ensure Legal Compliance. Amend the Land Development Code to reflect and implement recent State legislation, legal requirements, and court rulings related to housing.
- Conduct Planning Fee Review and Update. Initiate a comprehensive review of current planning fees and develop recommendations to ensure cost recovery and alignment with best practices.
- Enhance Geographic Information System (GIS) Capabilities. Continue improving GIS support, including the development of a new mapping tool for the Community Services & Public Safety Department, expansion of online mapping data, and creation of formal GIS policies to guide future use and management.



City of Happy Valley Fiscal Year 2025 - 2026 Budget

General Fund

Economic and Community Development

Planning and Economic Development Divisions

Performance Measures

Council Goal: Managed growth and development.

Statistics	2022-23 Actual	2023-24 Actual	2024-25 Actual	2025-26 Forecast
Annexations	3	2	1	1
Accessory Dwelling Units	1	2	0	1
Comprehensive Plan Amendments (CPA)	5	4	1	2
Conditional Use	0	1	2	1
Design Review	29	10	9	10
Design Review Amend	3	1	3	3
Environmental Review	6	6	6	6
Extension	4	4	4	1
LUCS	17	5	9	10
Master Plan Amend	1	1	0	0
Model Home	1	1	0	0
Land Partition	2	0	1	2
Lot Line Adjustment	6	7	4	4
Land Development Code	6	4	3	3
Pre-Applications	21	32	25	25
Temp Sign Permits	7	3	2	2
Tree Permits	32	29	32	32
Planned Unit Development	2	0	0	2
Planned Unit Development Amend	1	1	5	2
Subdivisions	1	1	0	2
Subdivisions Amend	0	1	4	2
Temporary Use	10	9	6	3
Variance	2	4	3	3



City of Happy Valley

Fiscal Year 2025 - 2026 Budget

General Fund

Economic and Community Development

Goals and Priorities

Engineering Division

- Continue to provide excellent customer service levels and quality of work on development related projects by working with internal staff, including Planning and Building, to utilize new technologies for electronic plan submittals, improve on efficiencies in review and inspections, and continually provide communication and feedback throughout the project.
- Focus on streamlining the EPL process and implementing shortcuts to be more efficient in plan review and permitting processes.
- Make necessary process changes to implement the requirements of Senate Bill 974 in regard to plan review and permitting timelines
- Complete implementation of the new methodologies for Transportation and Parks SDCs – including revised implementation code language, an updated parks master plan, and minor update to the City's TSP.
- Continue to plan and manage the design and construction of the CIP paving and maintenance projects.
- Continue to work with Clackamas County on the future 172nd Ave. Capital Improvement Project and provide engineering support to other capital projects including the Scouters Mountain Rd. East extension and the frontage improvements associated with the proposed community center and park.
- Publish an update to the Engineering standard design drawings.
- Produce a draft ADA Transition plan identifying necessary improvements to our public facilities to provide adequate accessibility to all.
- Assess the need for an update to the City's Stormwater Master Plan.

Performance Measures

	2022-23 Actual	2023-24 Actual	2024-25 Actual	2025-26 Forecast
Public ROW Permit	126	154	195	190
Site Development Permit	20	17	14	12
Erosion Control Permits	19	19	1	1
Minor Grading Permits	5	2	0	0
Totals	170	192	210	203
Inspections				
Erosion Control Inspections	184	220	445	425



City of Happy Valley Fiscal Year 2025 - 2026 Budget

General Fund

Economic and Community Development

Building Division

Goals and Priorities

- Continue to archive all new house permits as they are completed and increase archival of remaining permit types as projects close.
- Complete archival of remaining rolled commercial plans.
- Provide exceptional customer service to online users as they learn to navigate HVworks.
- Provide training and ongoing support for staff to become proficient in using the EPL permitting system.
- Continue to move “all things digital” in our permitting, plan review, and inspection processes.
- Continue to pursue adoption and implementation of a city-led electrical program, including city electrical training/certification and utilization of city inspectors.

Performance Measures

Council Goal: Managed growth and development.

	2022-23 Actual	2023-24 Actual	2024-25 Actual	2025-26 Forecast
Single Family Homes (detached & attached)	339	174	185	200
Residential Alteration/Addition	61	38	44	35
Multi-family Buildings	15	0	5	8
Commercial Tenant Improvement	33	11	7	5
Commercial Buildings	10	2	4	2
Miscellaneous Permits	1,217	737	775	700
Totals	1,675	962	1020	950
Inspection Count	21,178	11,420	11,096	11,000



City of Happy Valley Fiscal Year 2025 - 2026 Budget

General Fund

Expenditures, Economic and Community Development

Personnel:

Wages: Economic and Community Development Director, Planning Services Manager, City Engineer, Senior Planner (2), Planning Assistant, Senior Civil Engineer, Civil Engineer, Engineering Inspector II, Engineering Technician III, Permit Technician (Engineering), Building Official, Building Inspector/Plans Examiner I, Building Inspector I, Building Inspector II (2), Plans Examiner II, Permit Technician Supervisor, Permit Technician (Building) (2) and Administrative Assistant 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, Paid Leave Oregon tax (1% employee and employer cost share picked up 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.



**City of Happy Valley
Fiscal Year 2025 - 2026 Budget**

General Fund

Public Works Department



City of Happy Valley Fiscal Year 2025 - 2026 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, Facilities Maintenance Technician, Heavy Equipment Mechanic, and Administrative Assistant III.

Budget Summary:

	Preceding		Adopted	Budget For Fiscal Year 2025 - 2026		
	2022-23	2023-24	Budget 2024-25	Proposed	Approved	Adopted
Personnel Services	589,084	565,623	682,700	666,700	666,700	666,700
Material and Services	193,019	165,519	220,000	227,000	227,000	227,000
Total	782,103	731,142	902,700	893,700	893,700	893,700

General Fund - Public Works

	Preceding 2022-23	Preceding 2023-24	Adopted Budget 2024-25	Estimate 2024-25	Proposed Budget 2025-26	Approved Budget 2025-26	Adopted Budget 2025-26
Personnel Services							
FTE Positions	4.0	4.0	4.0	4.0	4.0	4.0	4.0
Wages	\$ 381,303	\$ 371,119	\$ 430,100	\$ 400,000	\$ 420,000	\$ 420,000	420,000
Benefits	207,781	194,504	252,600	230,000	246,700	246,700	246,700
Total Personnel Services	<u>589,084</u>	<u>565,623</u>	<u>682,700</u>	<u>630,000</u>	<u>666,700</u>	<u>666,700</u>	<u>666,700</u>
Materials and Services							
Public Works Supplies	11,835	14,964	20,000	18,000	20,000	20,000	20,000
Professional Development	21,305	22,452	20,000	25,000	27,000	27,000	27,000
Vehicle Operation & Main.	82,744	69,288	80,000	60,000	80,000	80,000	80,000
Repairs & Maintenance	47,480	36,045	60,000	50,000	60,000	60,000	60,000
Contract Services	29,655	22,770	40,000	25,000	40,000	40,000	40,000
Total Materials and Services	<u>193,019</u>	<u>165,519</u>	<u>220,000</u>	<u>178,000</u>	<u>227,000</u>	<u>227,000</u>	<u>227,000</u>
Total Public Works	<u>\$ 782,103</u>	<u>\$ 731,142</u>	<u>\$ 902,700</u>	<u>\$ 808,000</u>	<u>\$ 893,700</u>	<u>\$ 893,700</u>	<u>\$ 893,700</u>



City of Happy Valley Fiscal Year 2025 - 2026 Budget

General Fund

Public Works

Goals and Priorities

- Coordinate a property sale to PGE associated with the Public Works Facility: Staff are currently working with PGE to identify an appropriate sale price for a given portion (approximately 8 acres of land) of this parcel. If all goes as planned, PGE would like to process a transaction before the end of 2025.
- Purchase of the City's first electric vehicle: The fleet division anticipates the first purchase of an electric vehicle this fall. Electrical upgrades will be processed at our City Hall facility to accommodate this purchase

Performance measures

Council Goals – Fiscal responsibility and stewardship. Environmentally-sensible practices.

	2022-23 Actual	2023-24 Actual	2024-25 Actual	2025-26 Forecast
Vehicles Maintenance				
· Services calls	542	206	360	360
· Number of recalls	3	8	10	10
· Number of surplus vehicles	0	2	3	5
Facility Maintenance				
· Calls for service at City Hall	196	185	57	70
· Calls for service at CPC	53	61	31	35
· Calls for service at Library	191	210	125	150
· Calls for service at Public Works	81	72	65	70
· Calls for service at HV Park	103	153	193	210
· Number of workstation changes	12	6	37	40
General Operations				
· Restoration projects completed	5	4	4	6



City of Happy Valley Fiscal Year 2025 - 2026 Budget

General Fund

Expenditures, Public Works

Personnel:

Wages: Public Works Director, Facilities Maintenance Technician, Heavy Equipment Mechanic, and Administrative Assistant III.

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, Paid Leave Oregon tax (1% employee and employer cost share picked up 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.



**City of Happy Valley
Fiscal Year 2025 - 2026 Budget**

General Fund

Transfers

Contingency

Total Requirements

General Fund - Non-Departmental, Transfers, and Contingency

	Preceding 2022-23	Preceding 2023-24	Adopted Budget 2024-25	Estimate 2024-25	Proposed Budget 2025-26	Approved Budget 2025-26	Adopted Budget 2025-26
Transfers							
To Gen Res for Replacement Fund	\$ 500,000	\$ 500,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	600,000
To Facility Cap Project Fund	4,700,000	2,500,000	3,200,000	3,200,000	2,750,000	\$ 2,750,000	2,750,000
Total Transfers	<u>5,200,000</u>	<u>3,000,000</u>	<u>3,800,000</u>	<u>3,800,000</u>	<u>3,350,000</u>	<u>3,350,000</u>	<u>3,350,000</u>
Contingency	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,518,393</u>	<u>\$ -</u>	<u>\$ 3,442,593</u>	<u>\$ 3,442,593</u>	<u>\$ 3,142,593</u>

General Fund - Total by Department

	Preceding 2022-23	Preceding 2023-24	Adopted Budget 2024-25	Estimate 2024-25	Proposed Budget 2025-26	Approved Budget 2025-26	Adopted Budget 2025-26
Administration	\$ 3,312,118	\$ 3,557,342	\$ 4,186,100	\$ 3,875,000	\$ 4,415,100	\$ 4,415,100	\$ 4,715,100
Community Services / Public Safety	1,268,866	1,336,478	1,407,800	1,378,000	1,486,700	1,486,700	1,486,700
Economic & Community Development	3,553,140	3,094,507	3,769,900	3,261,000	3,860,400	3,860,400	3,860,400
Public Works	782,103	731,142	902,700	808,000	893,700	893,700	893,700
Transfers	5,200,000	3,000,000	3,800,000	3,800,000	3,350,000	3,350,000	3,350,000
Contingency	-	-	3,518,393	-	3,442,593	3,442,593	3,142,593
Total General Fund Requirements	<u>14,116,227</u>	<u>11,719,469</u>	<u>17,584,893</u>	<u>13,122,000</u>	<u>17,448,493</u>	<u>17,448,493</u>	<u>17,448,493</u>
Ending Fund Balance	5,962,493	6,165,052	-	5,195,493	-	-	-



City of Happy Valley Fiscal Year 2025 - 2026 Budget

General Fund

Transfers, Contingency

Manager: Jason Tuck, ICMA-CM

Transfers:

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

To Facility Capital Projects Fund: Transfer to fund future construction of new facilities including, but not limited to a public works facility.

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, Transfers, and Contingency.



City of Happy Valley Fiscal Year 2025 - 2026 Budget

Parks Fund



City of Happy Valley Fiscal Year 2025 - 2026 Budget

Parks Fund

Manager: Chris Randall / Steve Campbell

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.

Recreation Services

Provide recreation programming to the community and plan and organize community events throughout the year. Recreation services are at the core of our organization, offering a diverse range of activities throughout the year. Our primary goal is to provide educational opportunities for individuals of all ages, including youth, adults, and seniors. Collaborating closely with the Happy Valley Parks Foundation, we actively promote recreation and fundraising efforts, while also offering scholarships to underserved youth. Our business model revolves around establishing partnerships with local businesses, enabling us to offer a wide array of recreational services such as art, music, sports, and education. These partnerships not only help us keep costs down for participants but also contribute to the overall growth and prosperity of the business community. During the summer, we organize camps and social outings for adults and families, encompassing exciting adventures like hiking, snowshoeing, kayaking, and engaging field trips to movies, museums, and other points of interest. Moreover, we create a vibrant calendar of special events and community gatherings, including annual celebrations like the 4th of July, Summer Concert Series, International Day of Happiness, National Night Out, Safety Fair, Oktoberfest, Tree Lighting, and Dumpster Day. In addition, we extend support to both profit and non-profit events, such as the Happy Valley fun run, and take charge of coordinating school activities involving the city government. Furthermore, we manage the city's volunteer program, overseeing blood drives and community service projects, as well as operating the city store and handling marketing efforts to enhance community engagement.



City of Happy Valley Fiscal Year 2025 - 2026 Budget

Parks Fund

Revenue

Property Taxes provided through the Parks operating levy. User related and program fees come from citizens utilizing programs and park space. Event revenue provided through event sponsorship and vendors. Park and trail grants received from other entities. Miscellaneous revenue is interest earned on the level of fund balance.

Expenditures

The Parks operations department covers maintenance and operation of all park facilities. Parks programming department plans and organizes recreational programming and community events.

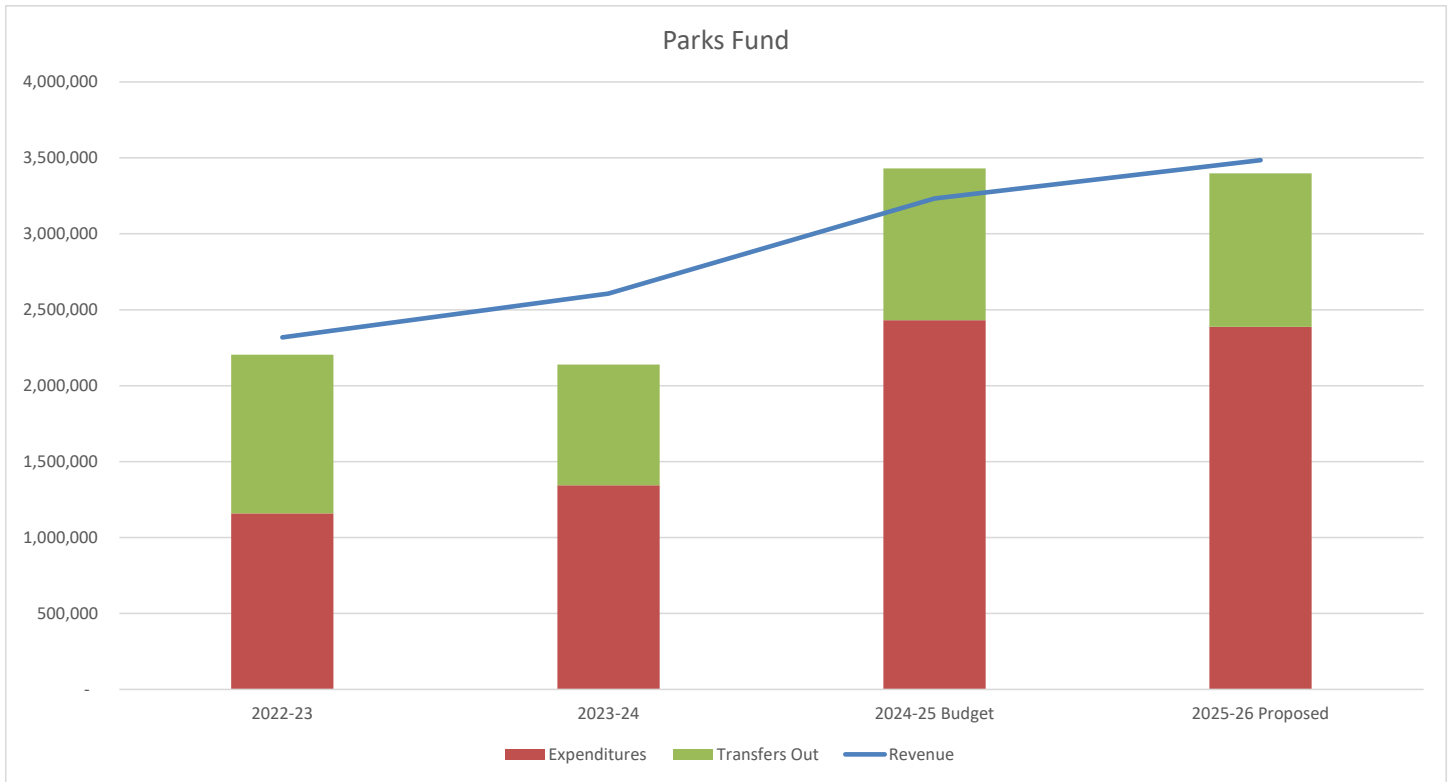
Staff includes Public Works Supervisor, Utility Worker I (3), Program Supervisor, Program Technician II (2).

Budget Summary:

	Preceding		Adopted	Budget For Fiscal Year 2025 - 2026		
	2022-23	2023-24	Budget 2024-25	Proposed	Approved	Adopted
Operations	657,424	818,778	1,745,000	1,679,400	1,679,400	1,679,400
Programming	499,529	525,234	675,600	698,300	698,300	698,300
Non-Departmental	2,068	-	10,000	10,000	10,000	10,000
Transfers	1,045,000	795,000	1,000,000	1,010,000	1,010,000	1,010,000
Contingency	-	-	789,714	1,239,959	1,239,959	1,239,959
Total	2,204,021	2,139,012	4,220,314	4,637,659	4,637,659	4,637,659

Parks Fund

	Preceding 2022-23	Preceding 2023-24	Adopted 2024-25 Budget	2024-25 Estimate	2025-26 Proposed	2025-26 Approved	2025-26 Adopted
Revenue	2,318,027	2,606,557	3,233,200	3,335,000	3,485,000	3,485,000	3,485,000
Expenditures	1,159,021	1,344,012	2,430,600	2,307,000	2,387,700	2,387,700	2,387,700
Transfers Out	1,045,000	795,000	1,000,000	1,000,000	1,010,000	1,010,000	1,010,000
Annual Operating Surplus / (Shortfall)	114,006	467,545	(197,400)	28,000	87,300	87,300	87,300
Beginning Fund Balance	543,108	657,114	987,114	1,124,659	1,152,659	1,152,659	1,152,659
Ending Fund Balance / Contingency	657,114	1,124,659	789,714	1,152,659	1,239,959	1,239,959	1,239,959



Parks Fund

	Preceding 2022-23	Preceding 2023-24	Adopted Budget 2024-25	Estimate 2024-25	Proposed Budget 2025-26	Approved Budget 2025-26	Adopted Budget 2025-26
Resources							
Beginning Fund Balance	\$ 543,108	\$ 657,114	\$ 987,114	\$ 1,124,659	\$ 1,152,659	\$ 1,152,659	\$ 1,152,659
Property Taxes	2,074,301	2,212,022	2,353,200	2,360,000	2,500,000	2,500,000	2,500,000
User Related	41,200	30,827	40,000	40,000	50,000	50,000	50,000
Program Fees	25,192	40,087	40,000	40,000	40,000	40,000	40,000
Event Revenue	39,776	57,613	75,000	70,000	75,000	75,000	75,000
Grant Revenue	57,412	91,978	625,000	650,000	670,000	670,000	670,000
Misc Revenue	80,146	174,030	100,000	175,000	150,000	150,000	150,000
Total Resources	2,861,135	3,263,671	4,220,314	4,459,659	4,637,659	4,637,659	4,637,659

Parks Fund - Operations

Requirements	Preceding 2022-23	Preceding 2023-24	Adopted Budget 2024-25	Estimate 2024-25	Proposed Budget 2025-26	Approved Budget 2025-26	Adopted Budget 2025-26
Personnel Services							
FTE Positions	3.0	3.0	5.0	5.0	5.0	5.0	5.0
Wages	188,286	251,443	360,000	320,000	346,100	346,100	346,100
Benefits	95,190	143,076	210,000	190,000	203,300	203,300	203,300
Total Personnel Services	<u>283,476</u>	<u>394,519</u>	<u>570,000</u>	<u>510,000</u>	<u>549,400</u>	<u>549,400</u>	<u>549,400</u>
Materials and Services							
Park Supplies	18,122	22,945	35,000	20,000	35,000	35,000	35,000
Professional Development	3,912	5,864	5,000	7,000	10,000	10,000	10,000
Utilities	55,790	76,535	70,000	110,000	90,000	90,000	90,000
Vehicle Operation & Maint.	11,036	10,833	15,000	15,000	15,000	15,000	15,000
Repairs & Maintenance	144,756	158,834	150,000	150,000	160,000	160,000	160,000
Contract Services	140,332	149,248	900,000	840,000	820,000	820,000	820,000
Total Materials and Services	<u>373,948</u>	<u>424,259</u>	<u>1,175,000</u>	<u>1,142,000</u>	<u>1,130,000</u>	<u>1,130,000</u>	<u>1,130,000</u>
Total Operations	<u>657,424</u>	<u>818,778</u>	<u>1,745,000</u>	<u>1,652,000</u>	<u>1,679,400</u>	<u>1,679,400</u>	<u>1,679,400</u>

Parks Fund - Recreation

Requirements	Preceding 2022-23	Preceding 2023-24	Adopted Budget 2024-25	Estimate 2024-25	Proposed Budget 2025-26	Approved Budget 2025-26	Adopted Budget 2025-26
Personnel Services							
FTE Positions	3.0	3.0	3.0	3.0	3.0	3.0	3.0
Wages	183,777	187,024	234,900	250,000	242,300	242,300	242,300
Benefits	109,439	113,654	155,700	150,000	161,000	161,000	161,000
Total Personnel Services	<u>293,216</u>	<u>300,678</u>	<u>390,600</u>	<u>400,000</u>	<u>403,300</u>	<u>403,300</u>	<u>403,300</u>
Materials and Services							
Program Supplies	3,277	9,954	20,000	5,000	20,000	20,000	20,000
Community Events	149,410	153,475	175,000	185,000	185,000	185,000	185,000
Professional Development	15,221	6,623	20,000	15,000	20,000	20,000	20,000
Program Services	10,030	13,850	25,000	20,000	25,000	25,000	25,000
Contract Services	14,155	24,206	30,000	20,000	30,000	30,000	30,000
Public Outreach	14,220	16,448	15,000	10,000	15,000	15,000	15,000
Total Materials and Services	<u>206,313</u>	<u>224,556</u>	<u>285,000</u>	<u>255,000</u>	<u>295,000</u>	<u>295,000</u>	<u>295,000</u>
Total Programming	<u>499,529</u>	<u>525,234</u>	<u>675,600</u>	<u>655,000</u>	<u>698,300</u>	<u>698,300</u>	<u>698,300</u>

Parks Fund - Non-Departmental, Transfers, and Contingency

	Preceding 2022-23	Preceding 2023-24	Adopted Budget 2024-25	Estimate 2024-25	Proposed Budget 2025-26	Approved Budget 2025-26	Adopted Budget 2025-26
Public Outreach	2,068	-	5,000	-	5,000	5,000	5,000
Legal	-	-	5,000	-	5,000	5,000	5,000
Total Non-departmental	<u>2,068</u>	<u>-</u>	<u>10,000</u>	<u>-</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
Transfers							
To General Fund	245,000	270,000	300,000	300,000	310,000	310,000	310,000
To Parks Res for Replacement	800,000	525,000	700,000	700,000	700,000	700,000	700,000
Total Transfers	<u>1,045,000</u>	<u>795,000</u>	<u>1,000,000</u>	<u>1,000,000</u>	<u>1,010,000</u>	<u>1,010,000</u>	<u>1,010,000</u>
Contingency	<u>-</u>	<u>-</u>	<u>789,714</u>	<u>-</u>	<u>1,239,959</u>	<u>1,239,959</u>	<u>1,239,959</u>

Parks Fund - Total by Department

	Preceding 2022-23	Preceding 2023-24	Adopted Budget 2024-25	Estimate 2024-25	Proposed Budget 2025-26	Approved Budget 2025-26	Adopted Budget 2025-26
Operations	657,424	818,778	1,745,000	1,652,000	1,679,400	1,679,400	1,679,400
Programming	499,529	525,234	675,600	655,000	698,300	698,300	698,300
Non-Departmental	2,068	-	10,000	-	10,000	10,000	10,000
Transfers	1,045,000	795,000	1,000,000	1,000,000	1,010,000	1,010,000	1,010,000
Contingency	-	-	789,714	-	1,239,959	1,239,959	1,239,959
Total Parks Fund Requirements	<u>2,204,021</u>	<u>2,139,012</u>	<u>4,220,314</u>	<u>3,307,000</u>	<u>4,637,659</u>	<u>4,637,659</u>	<u>4,637,659</u>
Annual operating surplus/(deficit)	114,006	467,545	(987,114)	28,000	(1,152,659)	(1,152,659)	(1,152,659)
Ending Fund Balance	<u>657,114</u>	<u>1,124,659</u>	<u>-</u>	<u>1,152,659</u>	<u>-</u>	<u>-</u>	<u>-</u>
Contingency % (incl transfers out)	-	-	-	-	27%	27%	27%



City of Happy Valley Fiscal Year 2025 - 2026 Budget

Parks Fund

Resources

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

Property Tax Revenue: Property tax revenue received through the Parks operating levy.

Intergovernmental Revenue: Revenue from other municipalities or governmental agencies.

User Related: Fees paid for park facility reservations.

Program Fees: Enrollment fees for recreation programming.

Grant Revenue: Grant Revenue received from other entities.

Event Revenue: Event sponsorships and event vendor fees.

Misc Revenue: Includes but not limited to: Interest income from investments in the Local Government Investment Pool and other sources.

Goals and Priorities

Parks – Programming

- Continue to research and develop prospective programs that may be utilized in Happy Valley to bolster Community Safety (Lock Box program) and Parks and Recreation marketing (Marketing Brand Representatives).
- Continue working with finance and consultants to utilize best practices for online dog, business, and alarm licensing and permitting functionality with EPL.
- Increase knowledge of EPL through training and collaboration meetings with city staff.
- Continue to assist applicants with online EPL portal. This will be a continued process due to the varied expiration dates of dog licenses and alarm permits
- Continuing to discover other aspects and functions of ACTIVE Net, allowing staff to efficiently meet the needs of residents.
- Enhance recreation programming and continue building programming for youth, adults, and seniors in the City.
- Continue to build Meals on Wheels fundraising opportunities through the success of Pints with Purpose. Search for other ways to help with funding the growing service in Happy Valley.
- Continue to accept passport applications by walk-in Monday, Tuesday, Thursday, Friday 9 a.m.-2:30 p.m. – no passport services on Wednesday. Add applicants when staff time allows.
- Train additional passport agents to offer walk-in services and possible Passport Saturdays.



City of Happy Valley Fiscal Year 2025 - 2026 Budget

Parks Fund

Parks Programming

Performance Measures

Council Goals – Effective, efficient, and readily available services. A safe, livable community with a sense of pride and strong identity.

Park Reservations	2022-23 Actual	2023-24 Actual	2024-25 Actual	2025-26 Forecast
· Reservations coordinated	296	252	103	200
· Sports Field Reservations	490	0*	390	400
· People served (Park)	11,444	9,176	8,745	9,500
· People served (Sports fields)	18,000	0*	16,547	18,000

Note: fields closed for renovation from July 1st 2023 – July 1st 2024



City of Happy Valley Fiscal Year 2025 - 2026 Budget

Parks Fund

Operations

Goals and Priorities

Parks – Operations

- Finalize construction on the Scouters Mountain neighborhood park: This project is currently under construction with an anticipated delivery date of fall/winter of 2025.
- Finalize the Community Center Design: As noted, this project is currently under the design development stage. We expect several additional project estimates to be processed during the next year with a construction plan set presented by this winter.
- Process the community park design and layout: This effort is currently in review by the design team. Efforts to provide a baseline budget and operating/staffing level analysis are underway.
- Process the feasibility review for the trail connection from Southern Lites Park to Mt. Talbert: This project is grant funded by Metro with the intent to explore the feasibility of a trail connection in general. Both an on-street and off-street solution will be explored with the potential for a property acquisition process to follow.

Performance Measures

	2022-23 Actual	2023-24 Actual	2024-25 Actual	2025-26 Forecast
Splash Pad Maintenance				
· Chemical tests	342	378	385	385
· Gallons of chorine used	120	120	275	275
· Gallons of muriatic acid used	34	45	110	110
Dog Park Maintenance				
· Service checks	350	350	350	350
· Cases of dog bags used	54	52	61	61
Community Garden				
• Gardens reserved	29	29	29	29
• Wait list applications	12	6	5	8
• Community work days	1	2	2	2
Playground Maintenance				
· Inspections performed	52	52	52	52
· Equipment repairs made	10	15	40	60
Trail System Maintenance				
· Trail system service calls	30	35	37	40
· Yards of bark dust applied to park	116	90	95	95
· Yards of chips applied to park trails, off-leash dog area, playground and trails within the system	65	164	100	100



City of Happy Valley Fiscal Year 2025 - 2026 Budget

Parks Fund

Expenditures

Personnel:

Wages Public Works Supervisor, Utility Worker I (3), Utility Worker II (1), Program Supervisor, Program Technician II (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, Paid Leave Oregon tax (1% employee and employer cost share picked up 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.

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. Programming instructors.

Program Supplies: Supplies used for running recreation programs.

Community Events – Cost associated with planning and running community events.

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.



**City of Happy Valley
Fiscal Year 2025 - 2026 Budget**

Public Safety Fund



City of Happy Valley Fiscal Year 2025 - 2026 Budget

Public Safety Fund

Public Safety

Public Safety Fund

Manager: Steve Campbell

The Public Safety Fund supports the delivery of law enforcement services at the level promised to voters through the Local Option Levy. This fund accounts for tax dollars dedicated to public safety and funds contracted law enforcement services through an intergovernmental agreement with the Clackamas County Sheriff's Office.

Services include basic law enforcement patrol, traffic enforcement, investigations, and community engagement, provided by sworn and non-sworn personnel dedicated to the city. Staff includes three full-time sergeants serving as field supervisors, two dedicated traffic enforcement officers, one detective, 11 patrol deputies, one School Resource Officer, and a Community Resource Officer. The Community Resource Officer acts as the City's liaison for homelessness and manages the Apartment Safe Neighborhood Initiative, with this position funded through Metro Affordable Housing Support dollars. The team is supported by a non-sworn Community Service Officer. Police vehicles with Happy Valley identification reinforce community visibility and local presence.

These services are locally supervised and administered, providing the city with direct oversight of operations, service quality, and community policing efforts.

Revenue

Revenues are generated through Local Option Levy property tax collections, grant from Clackamas County, and interest earnings based on fund balance.

Expenditures

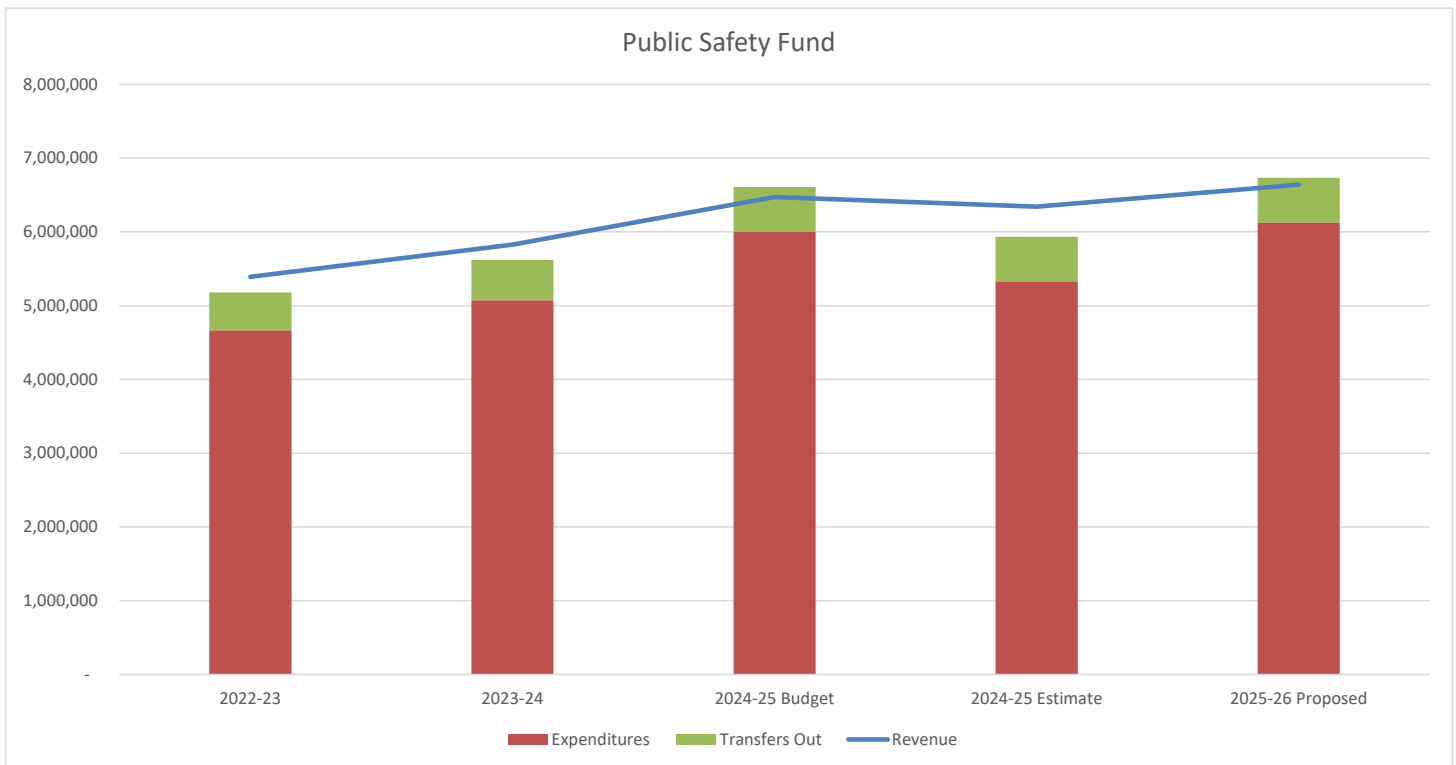
Expenditures include contracted police services, wages and benefits for dedicated sworn and non-sworn officers, training, equipment, facility expenses, and administrative support costs. The personnel funded include a Police Chief, three Sergeants, two Traffic Enforcement Officers, one Detective, 11 Patrol Deputies, one School Resource Officer, one Community Service Officer, and one Community Resource Officer which is paid through a 3-year grant.

Budget Summary:

	Preceding		Adopted Budget 2024-25	Budget For Fiscal Year 2025-26		
	2022-23	2023-24		Proposed	Approved	Adopted
Personnel Services	114,885	127,697	294,900	303,100	303,100	303,100
Material and Services	4,550,531	4,943,867	5,700,000	5,815,000	5,815,000	5,815,000
Capital Outlay	-	-	10,000	10,000	10,000	10,000
Transfers	515,000	550,000	605,000	605,000	605,000	605,000
Contingency	-	-	1,962,473	2,371,559	2,371,559	2,371,559
Total	5,180,416	5,621,564	8,572,373	9,104,659	9,104,659	9,104,659

Public Safety Fund

	Preceding 2022-23	Preceding 2023-24	Adopted 2024-25 Budget	2024-25 Estimate	2025-26 Proposed	2025-26 Approved	2025-26 Adopted
Revenue	5,390,656	5,826,850	6,472,000	6,340,000	6,640,000	6,640,000	6,640,000
Expenditures	4,665,416	5,071,564	6,004,900	5,330,000	6,128,100	6,128,100	6,128,100
Transfers Out	515,000	550,000	605,000	605,000	605,000	605,000	605,000
Annual Operating Surplus / (Shortfall)	210,240	205,286	(137,900)	405,000	(93,100)	(93,100)	(93,100)
Beginning Fund Balance	1,644,133	1,854,373	2,100,373	2,059,659	2,464,659	2,464,659	2,464,659
Ending Fund Balance / Contingency	1,854,373	2,059,659	1,962,473	2,464,659	2,371,559	2,371,559	2,371,559



Public Safety Fund

	Preceding 2022-23	Preceding 2023-24	Adopted Budget 2024-25	Estimate 2024-25	Proposed Budget 2025-26	Approved Budget 2025-26	Adopted Budget 2025-26
Resources							
Beginning Fund Balance	\$ 1,644,133	\$ 1,854,373	\$ 2,100,373	\$ 2,059,659	\$ 2,464,659	\$ 2,464,659	\$ 2,464,659
Property Taxes	5,301,020	5,652,944	5,989,000	6,000,000	6,300,000	6,300,000	6,300,000
Grant Revenue	-	-	383,000	140,000	140,000	140,000	140,000
Misc Revenue	89,636	173,906	100,000	200,000	200,000	200,000	200,000
Total Resources	7,034,789	7,681,223	8,572,373	8,399,659	9,104,659	9,104,659	9,104,659
Requirements							
Personnel Services							
City FTE Positions	1	1	2	2	2	2	2
Wages	72,041	75,152	176,300	175,000	187,000	187,000	187,000
Benefits	42,844	52,545	118,600	118,000	116,100	116,100	116,100
Total Personnel Services	114,885	127,697	294,900	293,000	303,100	303,100	303,100
Contract FTE Positions	17	17	19	19	19		
Materials and Services							
PS Supplies	4,983	8,153	10,000	8,000	10,000	10,000	10,000
Professional Development	23,462	8,790	20,000	10,000	20,000	20,000	20,000
Utilities	21,089	22,095	25,000	23,000	25,000	25,000	25,000
Vehicle Operation & Maint.	5,741	7,602	15,000	11,000	15,000	15,000	15,000
Repairs & Maintenance	34,365	15,509	30,000	10,000	30,000	30,000	30,000
Public Outreach	8,732	19,710	20,000	20,000	20,000	20,000	20,000
Contract Services	69,978	70,913	80,000	90,000	95,000	95,000	95,000
Police Contract - Personnel	4,382,181	4,791,095	5,500,000	4,865,000	5,600,000	5,600,000	5,600,000
Total Materials and Services	4,550,531	4,943,867	5,700,000	5,037,000	5,815,000	5,815,000	5,815,000
Capital Outlay							
Equip over \$5,000	-	-	10,000	-	10,000	10,000	10,000
Total Capital Outlay	-	-	10,000	-	10,000	10,000	10,000
Transfers							
To General Fund	515,000	550,000	605,000	605,000	605,000	605,000	605,000
Total Transfers	515,000	550,000	605,000	605,000	605,000	605,000	605,000
Contingency	-	-	1,962,473	-	2,371,559	2,371,559	2,371,559
Total Requirements	5,180,416	5,621,564	8,572,373	5,935,000	9,104,659	9,104,659	9,104,659
Ending Fund Balance	1,854,373	2,059,659	-	2,464,659	0	0	0



City of Happy Valley Fiscal Year 2025 - 2026 Budget

Public Safety Fund

Goals and Priorities

- Explore the addition of a second Detective assigned to the City of Happy Valley to reduce backflow of work to patrol, thus providing more efficient investigations and keeping patrol resources available for proactive community patrols.
- Continue to explore 12-hour, or other alternative schedules, to provide more consistent patrol services throughout the 24-hour day.
- Address increased traffic volume by implementing targeted enforcement and education campaigns.
- Continue to explore geographic patrol areas with a focus on improving response times to priority 1 and 2 calls for service.
- Continue working with the Police Oversight Committee for Contract Cities to finalize the new IGA. This includes working with CCSO and 3 contract police cities to review the IGA and Cost Book. It's been more than 10 years since the last contact review and IGA agreement.
- Enhance community outreach with police and residents.
- Review data to create boundaries for two patrol districts.
- Explore adding additional Detective to ensure manageable caseload and reduce diversion of patrol resources toward more complex investigations.
- Continue to review crime and safety data and analyze growth to maintain effective staffing levels, consistent with the 5-year staffing plan.



City of Happy Valley Fiscal Year 2025 - 2026 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.

Grants: Commencing in 2024-25, Clackamas County awarded the City a pass-through grant to fund one Community Resource Officer position for 3 years.

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

Expenditures

Personnel:

Wages: Non-Sworn Community Services Officer.

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, Paid Leave Oregon tax (1% employee and employer cost share picked up 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:

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.



City of Happy Valley Fiscal Year 2025 - 2026 Budget

Public Safety Fund

Expenditures

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.

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, and overall administrative costs related to running the city.

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 26% in Contingency for the Public Safety Fund.



City of Happy Valley
Fiscal Year 2025 - 2026 Budget

Library Fund



City of Happy Valley

Fiscal Year 2025 - 2026 Budget

Library Fund

Manager: Sarah Roller

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. It's staffed by highly qualified, customer-focused employees.

Revenue

The primary revenue for library operations is from Library District funds. The district distributes funds to each Library City according to a set formula outlined in the intergovernmental agreement. The calculation includes assessed value and population served, including unincorporated population. In addition, the Library receives revenue from a Ready to Read grant provided by the State of Oregon, and the collection of fines, lost item charges, and printing fees.

Expenditures

The Library maintains a seven day a week operation in a 25,455 sq. ft. building. Staff provide programming and outreach for all ages, reference and circulation services, the purchase and cataloging of materials, and management of the Library Fund. Internet stations, catalog computers, Wi-Fi access, equipment, and software are available for public use. The Library's collection available to checkout includes:

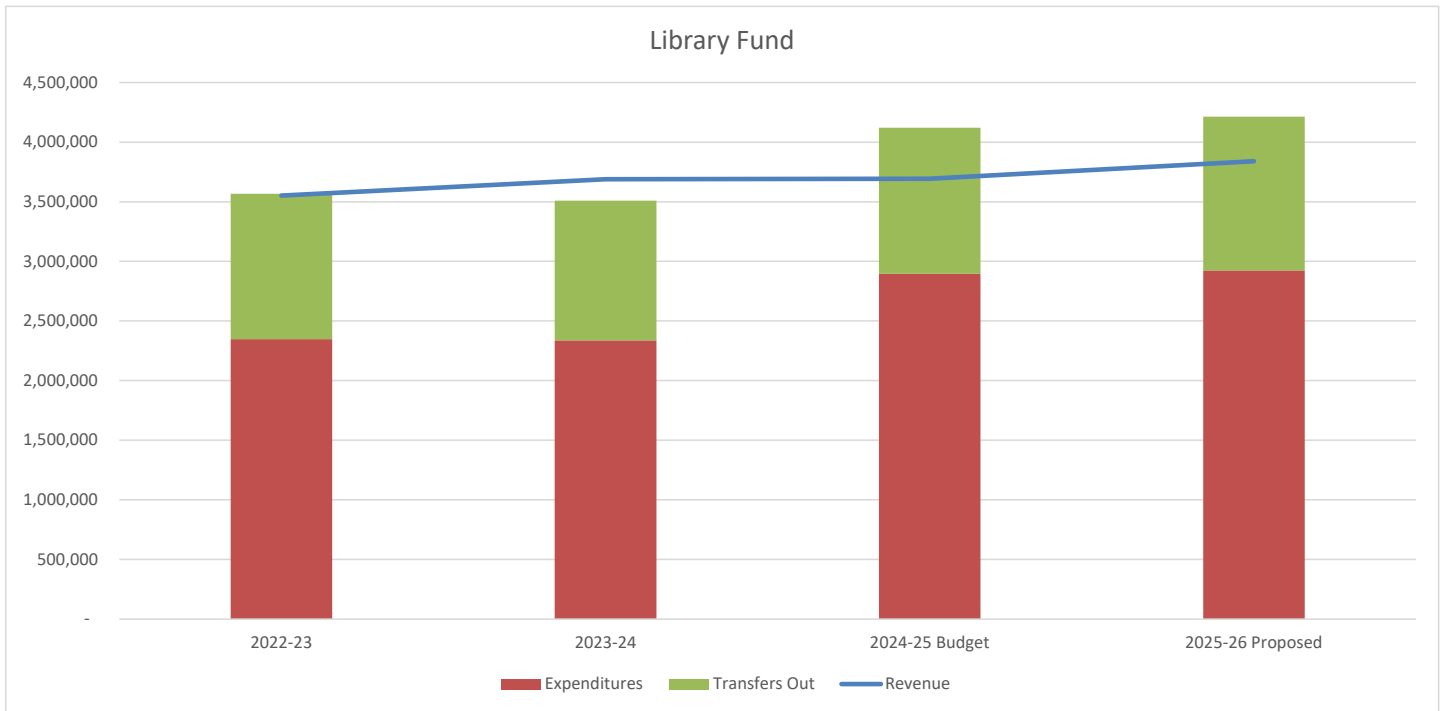
- Print Books and CD Audiobooks
- DVDs, Music CDs, and Video Games
- Magazines and Newspapers
- Digital resources such as eBooks, eAudiobooks, Databases, and Digital Periodicals

Budget Summary:

	Preceding		Adopted	Budget For Fiscal Year 2025 - 2026		
	2022-23	2023-24	Budget 2024-25	Proposed	Approved	Adopted
Personnel Services	1,783,855	1,782,461	2,200,000	2,198,850	2,198,850	2,198,850
Material and Services	564,321	556,013	695,000	725,000	725,000	725,000
Transfers	1,220,000	1,170,000	1,227,000	1,290,000	1,290,000	1,290,000
Contingency	-	-	979,899	859,138	859,138	859,138
Total	3,568,176	3,508,474	5,101,899	5,072,988	5,072,988	5,072,988

Library Fund

	Preceding 2022-23	Preceding 2023-24	Adopted 2024-25 Budget	2024-25 Estimate	2025-26 Proposed	2025-26 Approved	2025-26 Adopted
Revenue	3,551,947	3,689,563	3,694,000	3,770,000	3,840,000	3,840,000	3,840,000
Expenditures	2,348,176	2,338,474	2,895,000	2,730,000	2,923,850	2,923,850	2,923,850
Transfers Out	1,220,000	1,170,000	1,227,000	1,227,000	1,290,000	1,290,000	1,290,000
Annual Operating Surplus / (Shortfall)	(16,229)	181,089	(428,000)	(187,000)	(373,850)	(373,850)	(373,850)
Beginning Fund Balance	1,255,128	1,238,899	1,407,899	1,419,988	1,232,988	1,232,988	1,232,988
Ending Fund Balance / Contingency	1,238,899	1,419,988	979,899	1,232,988	859,138	859,138	859,138



Library Fund

	Preceding 2022-23	Preceding 2023-24	Adopted Budget 2024-25	Estimate 2024-25	Proposed Budget 2025-26	Approved Budget 2025-26	Adopted Budget 2025-26
Resources							
Beginning Fund Balance	\$ 1,255,128	\$ 1,238,899	\$ 1,407,899	\$ 1,419,988	\$ 1,232,988	\$ 1,232,988	\$ 1,232,988
District Revenue	3,372,636	3,439,726	3,570,000	3,680,000	3,750,000	3,750,000	3,750,000
User Related	35,169	33,191	35,000	30,000	30,000	30,000	30,000
Grant Revenue	-	9,700	9,000	10,000	10,000	10,000	10,000
Misc Revenue	144,142	206,946	80,000	50,000	50,000	50,000	50,000
Total Resources	4,807,075	4,928,462	5,101,899	5,189,988	5,072,988	5,072,988	5,072,988
Requirements							
Personnel Services							
FTE Positions	17.0	18.0	19.0	18.0	18.0	18.0	18.0
Wages	1,188,978	1,180,648	1,450,000	1,335,000	1,428,450	1,428,450	1,428,450
Benefits	594,877	601,813	750,000	720,000	770,400	770,400	770,400
Total Personnel Services	1,783,855	1,782,461	2,200,000	2,055,000	2,198,850	2,198,850	2,198,850
Materials and Services							
Office Supplies (inc- State Aid Grant)	75,665	66,672	80,000	90,000	90,000	90,000	90,000
Professional Development	5,707	11,183	20,000	10,000	15,000	15,000	15,000
Library Media	220,662	277,177	330,000	285,000	310,000	310,000	310,000
Utilities	41,538	46,600	65,000	50,000	60,000	60,000	60,000
Repairs & Maintenance	35,270	16,786	40,000	50,000	50,000	50,000	50,000
Facility and Office Contracts	185,479	137,595	160,000	190,000	200,000	200,000	200,000
Total Materials and Services	564,321	556,013	695,000	675,000	725,000	725,000	725,000
Transfers							
To General Fund	520,000	570,000	627,000	627,000	690,000	690,000	690,000
To Lib. Res. for Replacement Fund	700,000	600,000	600,000	600,000	600,000	600,000	600,000
Total Transfers	1,220,000	1,170,000	1,227,000	1,227,000	1,290,000	1,290,000	1,290,000
Contingency	-	-	979,899	-	859,138	859,138	859,138
Total Requirements	3,568,176	3,508,474	5,101,899	3,957,000	5,072,988	5,072,988	5,072,988
Ending Fund Balance	1,238,899	1,419,988	-	1,232,988	-	-	-



City of Happy Valley

Fiscal Year 2025 - 2026 Budget

Library Fund

Goals and priorities

- Develop cost savings plans to prepare for lower projected revenues from the Library District and increased costs for materials and labor.
- Analyze occupancy data for potential staff adjustments.
- Expand Latin Heritage month to include a multi feature main event.
- Expand the number of Parks & Recreation programs that are offered at the library.
- Expand partnership with Goodwill Industries to offer free technology and job seeking classes.
- Update staff scheduling software for efficiency and greater staffing trends analysis.

Performance Measures

Council Goal: Effective, efficient, and readily available services.

	2022-23 Actual	2023-24 Actual	2024-25 Actual	2025-26 Forecast
Circulation of all library materials	705,537	769,949	759,111	760,000
New library cards issued	3,686	4,155	4,234	4,250
New items added to the collection	15,578	14,979	13,578	14,000
Number of Internet uses	35,241	33,742	29,076	30,000
Number of reference questions & inquiries	23,828	48,953	30,214	30,000
Storytimes offered / attendance	46/1,609	122 / 4,992	90 / 4,163	120 / 5,000
Teen & Juvenile programs offered / attendance	59/2,837	150 / 5,512	136 / 5,202	150 / 5,700
Adult Programs offered / attendance	108/1,765	148 / 3,189	223 / 3,642	190 / 3,300
Off-site visits / attendance	166/5,565	278 / 7,544	298 / 9,098	270 / 7,300
On-site visits / attendance	11/165	2 / 67	6 / 279	5 / 200
Volunteer Hours	2,045	1,635	1,787	1,700



City of Happy Valley Fiscal Year 2025 - 2026 Budget

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, copier fees, printer fees, and room rental fees.

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



City of Happy Valley

Fiscal Year 2025 - 2026 Budget

Library Fund

Expenditures

Personnel

Wages: Library Director, Library Operations Supervisor, Library Services Supervisor, Library Program Coordinator, Librarian I (11), Librarian II (1), Library Assistant I (11), Library Assistant II (1), Library Aide (11).

Benefits: Items paid from these line items include unemployment claims as the City is self-insured for unemployment, any retirement incentives offered, FICA, Tri-met taxes paid by the City, Paid Leave Oregon tax (1% employee and employer cost share picked up by the City), medical and dental benefits paid for employees (employees pay 5% of the premium costs), life and disability insurance, and payments into the PERS system for both the employer percentage and the 6% pick up employee portion.

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, audiobooks, DVDs and Blu-Ray discs, videogames, 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, and 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 20% in Contingency for the Library Fund.



**City of Happy Valley
Fiscal Year 2025 - 2026 Budget**

Street Maintenance Fund



City of Happy Valley Fiscal Year 2025 - 2026 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 pot-hole 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.

Staff members include Utility Worker I (3), Street Sweeper.

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 as well as the City's portion of the vehicle registration fee administered by Clackamas County.

Expenditures

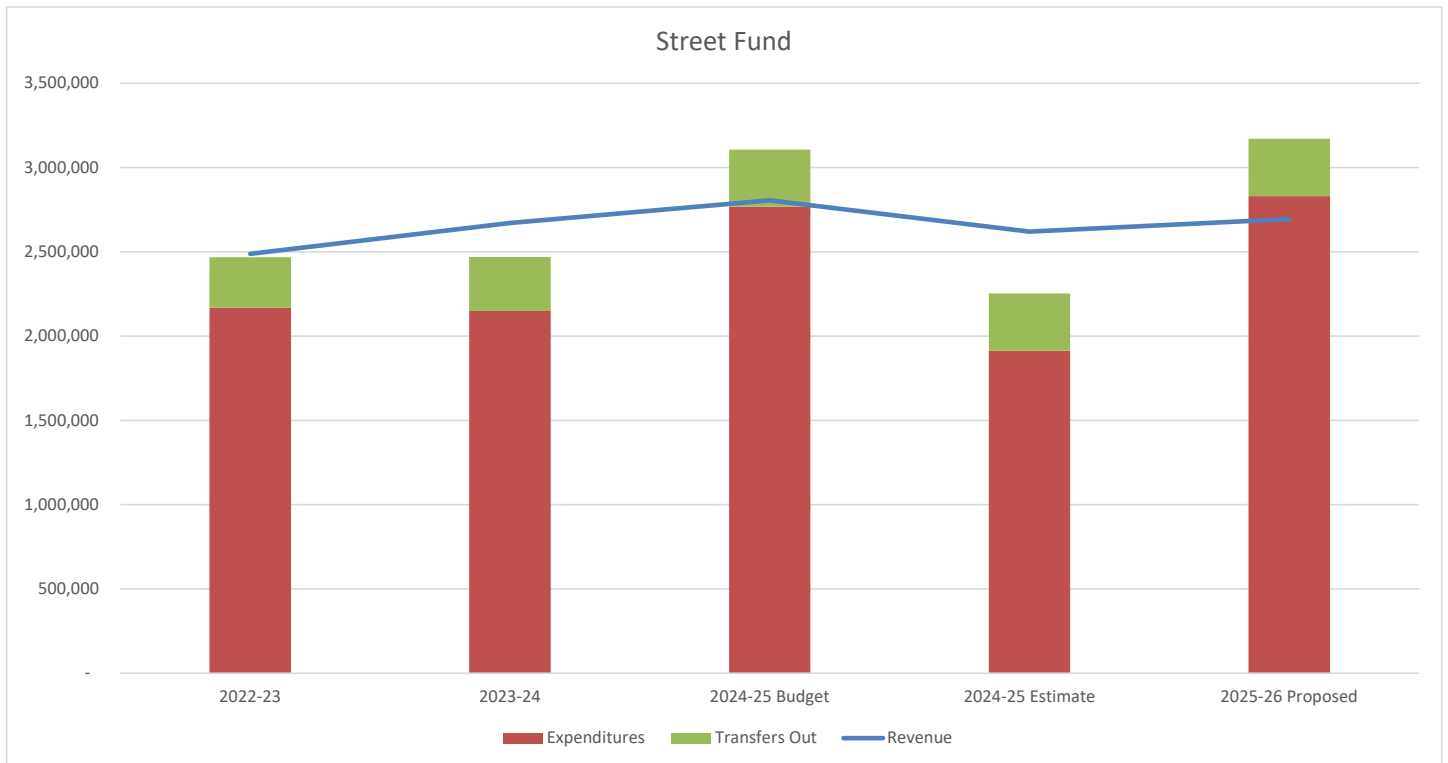
Reconstruction, overlays, slurry seals, and crack seals, installation and maintenance of traffic signage and striping, street sweeping, debris pickup, hazardous spill removal coordination, inclement weather services including snow removal and sanding icy roads, maintenance, and improvements to meet the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

Budget Summary:

	2022-23	2023-24	Adopted Budget 2024-25	Budget for Fiscal Year 2025 - 26		
				Proposed	Approved	Adopted
Personnel Services	372,549	418,788	504,800	563,300	563,300	563,300
Material and Services	549,653	467,571	662,000	667,000	667,000	667,000
Capital Outlay	1,245,754	1,262,706	1,600,000	1,600,000	1,600,000	1,600,000
Transfers	300,000	320,000	340,000	340,000	340,000	340,000
Contingency	-	-	494,285	420,275	420,275	420,275
Total	2,467,956	2,469,065	3,601,085	3,590,575	3,590,575	3,590,575

Street Fund

	Preceding 2022-23	Preceding 2023-24	Adopted 2024-25 Budget	2024-25 Estimate	2025-26 Proposed	2025-26 Approved	2025-26 Adopted
Revenue	2,487,583	2,670,555	2,805,000	2,620,000	2,694,000	2,694,000	2,694,000
Expenditures	2,167,956	2,149,065	2,766,800	1,913,000	2,830,300	2,830,300	2,830,300
Transfers Out	300,000	320,000	340,000	340,000	340,000	340,000	340,000
Annual Operating Surplus / (Shortfall)	19,627	201,490	(301,800)	367,000	(476,300)	(476,300)	(476,300)
Beginning Fund Balance	308,458	328,085	796,085	529,575	896,575	896,575	896,575
Ending Fund Balance / contingency	328,085	529,575	494,285	896,575	420,275	420,275	420,275



Street Fund

	Preceding 2022-23	Preceding 2023-24	Adopted Budget 2024-25	Estimate 2024-25	Proposed Budget 2025-26	Approved Budget 2025-26	Adopted Budget 2025-26
Resources							
Beginning Fund Balance	\$ 308,458	\$ 328,085	\$ 796,085	\$ 529,575	\$ 896,575	\$ 896,575	\$ 896,575
			-				-
State Shared Revenues	2,061,788	2,095,435	2,180,000	2,180,000	2,250,000	2,250,000	2,250,000
Intergovernmental Revenue	-	70,518	145,000	-	-	-	-
Local Gas Tax Revenue	119,342	123,078	120,000	120,000	124,000	124,000	124,000
Vehicle Registration Fee	234,625	246,771	260,000	240,000	240,000	240,000	240,000
Misc Revenue	71,828	134,753	100,000	80,000	80,000	80,000	80,000
Total Resources	<u>2,796,041</u>	<u>2,998,640</u>	<u>3,601,085</u>	<u>3,149,575</u>	<u>3,590,575</u>	<u>3,590,575</u>	<u>3,590,575</u>
Requirements							
Personnel Services							
FTE Positions	4.0	4.0	4.0	4.0	4.0	4.0	4.0
Wages	218,030	238,231	277,600	260,000	309,800	309,800	309,800
Benefits	154,519	180,557	227,200	212,000	253,500	253,500	253,500
Total Personnel Services	<u>372,549</u>	<u>418,788</u>	<u>504,800</u>	<u>472,000</u>	<u>563,300</u>	<u>563,300</u>	<u>563,300</u>
Materials and Services							
Supplies	-	-	2,000	-	2,000	2,000	2,000
Professional Development	9,766	18,423	15,000	15,000	20,000	20,000	20,000
Utilities	10,805	4,517	15,000	6,000	15,000	15,000	15,000
Vehicle Operation & Maint.	43,212	95,149	80,000	60,000	80,000	80,000	80,000
Repairs and Maintenance	271,119	180,468	300,000	180,000	300,000	300,000	300,000
Contract Services	214,751	169,014	250,000	180,000	250,000	250,000	250,000
Total Materials and Services	<u>549,653</u>	<u>467,571</u>	<u>662,000</u>	<u>441,000</u>	<u>667,000</u>	<u>667,000</u>	<u>667,000</u>
Capital Outlay							
Street Reconstruction	1,245,754	1,262,706	1,600,000	1,000,000	1,600,000	1,600,000	1,600,000
Total Capital Outlay	<u>1,245,754</u>	<u>1,262,706</u>	<u>1,600,000</u>	<u>1,000,000</u>	<u>1,600,000</u>	<u>1,600,000</u>	<u>1,600,000</u>
Transfers							
To General Fund	200,000	220,000	240,000	240,000	240,000	240,000	240,000
To Street Reserve for Replacement Fund	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Total Transfers	<u>300,000</u>	<u>320,000</u>	<u>340,000</u>	<u>340,000</u>	<u>340,000</u>	<u>340,000</u>	<u>340,000</u>
Contingency	<u>-</u>	<u>-</u>	<u>494,285</u>	<u>-</u>	<u>420,275</u>	<u>420,275</u>	<u>420,275</u>
Total Requirements	<u>2,467,956</u>	<u>2,469,065</u>	<u>3,601,085</u>	<u>2,253,000</u>	<u>3,590,575</u>	<u>3,590,575</u>	<u>3,590,575</u>
Reserved for Future Expenditures	-	-	-	-	-	-	-
Ending Fund Balance	328,085	529,575	-	896,575	-	-	-



City of Happy Valley Fiscal Year 2025 - 2026 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 Vehicle Registration Fee: Revenue from the City's portion of the vehicle registration fee administered by Clackamas County.

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 interest income from investments in the Local Government Investment Pool and other sources.



City of Happy Valley Fiscal Year 2025 - 2026 Budget

Expenditures

Street Maintenance Fund

Personnel:

Wages: Utility Worker I (3), Street Sweeper.

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, Paid Leave Oregon tax (1% employee and employer cost share picked up 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.

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.



City of Happy Valley Fiscal Year 2025 - 2026 Budget

Expenditures

Street Maintenance Fund

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 75% or more. All maintenance is based on the Pavement Condition Index. The Pavement Condition Index (PCI) is a numerical indicator of a pavement or road. It is a statistical measure which requires manual/visual inspections and survey of the required roads. The PCI is a numerical index between 0 and 100. A score of "100" would indicate best possible condition. A score of "0" would indicate a failed pavement surface.

The City's current Pavement Condition Index (PCI) is 84, which is in the Satisfactory class. Other local governments in the area have PCI ratings as follows: Gresham 60, West Linn 72, Lake Oswego 75, Portland 53.

The City of Happy Valley has over 170 lane miles of roadway which totals to a value of almost \$50 million dollars. This asset happens to be the largest asset owned and operated by the City of Happy Valley. It goes without saying that keeping these streets in good condition is very important. Not only for the safety of the traveling public but also from an infrastructure investment and maintenance standpoint

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.



City of Happy Valley Fiscal Year 2025 - 2026 Budget

Street Maintenance Fund

Performance Measures

Council Goals: A safe, livable community with a sense of pride and strong identity. Environmentally sensible practices. Effective, efficient, and readily available services.

	2022-23 Actual	2023-24 Actual	2024-25 Actual	2025-26 Forecast
Stop Bars/Thermo-plastic Applied				
· LF of stop bars installed	335	5,423	18	2,500
Traffic Control Changes	15	12	12	10
Winter Storm/De-icing				
· Yards of de-icing sand applied	182	281	150	200
· Gallons of de-icing chemicals applied	6,155	5,600	9,925	10,000
· Yards of de-icing sand re-claimed	144	150	90	120
ROW Trees				
· Street trees installed	0	352	12	10
Pothole Patching/Pavement Maintenance Program				
· Tons of asphalt used for pothole patching	1	280	45.1	50
· Linear ft of asphalt installed for pavement maintenance	123,391	185,000	174,960	200,000
Roadway/Parking Lot Striping				
· Gallons of yellow traffic paint applied to area roadways	90	170	188	300
· Gallons of white traffic paint applied to area roadways/parking lots	55	106	50	100
Street Sweeping				
· Lane miles of streets swept	1,494.44	1,576.25	1,576.25	1,700
· Yards of material collected	1,096	1,455	1,455	1,600
Sign Maintenance				
· New signs installed	97	176	169	175
· Sign service checks	127	202	215	230



**City of Happy Valley
Fiscal Year 2025 - 2026 Budget**

***Storm Utility System Development Charges
Fund***



City of Happy Valley Fiscal Year 2025 - 2026 Budget

Storm Utility 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. SDC 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 the 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 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 Storm and Sewer Master Plans.

Budget Summary:

	Preceding		Adopted	Budget for Fiscal Year 2025-26		
	2022-23	2023-24	Budget 2024-25	Proposed	Approved	Adopted
Materials and Services	-	-	100,000	100,000	100,000	100,000
Capital Outlay	747,027	-	782,208	833,573	833,573	833,573
Total	747,027	-	882,208	933,573	933,573	933,573

Storm Utility System Development Charges (SDC) Fund

	Preceding 2022-23	Preceding 2023-24	Adopted Budget 2024-25	Estimate 2024-25	Proposed Budget 2025-26	Approved Budget 2025-26	Adopted Budget 2025-26
Resources							
Beginning Fund Balance	\$ 1,453,069	\$ 772,208	\$ 832,208	\$ 840,573	\$ 893,573	\$ 893,573	\$ 893,573
			-				
SDC - Storm Drainage	44,447	39,339	30,000	40,000	30,000	30,000	30,000
Misc Revenue	21,719	29,026	20,000	13,000	10,000	10,000	10,000
Total Resources	<u>1,519,235</u>	<u>840,573</u>	<u>882,208</u>	<u>893,573</u>	<u>933,573</u>	<u>933,573</u>	<u>933,573</u>
Requirements							
Materials and Services							
Contract Services	-	-	100,000	-	100,000	100,000	100,000
Total Materials and Services	<u>-</u>	<u>-</u>	<u>100,000</u>	<u>-</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>
Capital Outlay							
SDC Projects - Storm Drain	747,027	-	782,208	-	833,573	833,573	833,573
Total Capital Outlay	<u>747,027</u>	<u>-</u>	<u>782,208</u>	<u>-</u>	<u>833,573</u>	<u>833,573</u>	<u>833,573</u>
Total Requirements	<u>747,027</u>	<u>-</u>	<u>882,208</u>	<u>-</u>	<u>933,573</u>	<u>933,573</u>	<u>933,573</u>
Reserve for Future Expenditures	-	-	-	-	-	-	-
Ending Fund Balance	772,208	840,573	-	893,573	-	-	-



City of Happy Valley Fiscal Year 2025 - 2026 Budget

Storm Utility 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.

Expenditures

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).



**City of Happy Valley
Fiscal Year 2025 - 2026 Budget**

***Transportation System Development
Charges Fund***



City of Happy Valley Fiscal Year 2025 - 2026 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. SDC 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 the 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, privilege tax, 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 for Fiscal Year 2025-26		
	2022-23	2023-24	2023-24	Proposed	Approved	Adopted
Materials and Services	128,598	67,726	1,000,000	1,000,000	1,000,000	1,000,000
Capital Outlay	329,764	5,422,435	11,274,943	3,876,549	3,876,549	3,876,549
Total	458,362	5,490,161	12,274,943	4,876,549	4,876,549	4,876,549

Transportation System Development Charges (SDC) Fund

	Preceding 2022-23	Preceding 2023-24	Adopted Budget 2024-25	Estimate 2024-25	Proposed Budget 2025-26	Approved Budget 2025-26	Adopted Budget 2025-26
Resources							
Beginning Fund Balance	\$ 8,653,916	\$ 8,654,943	\$ 10,674,943	\$ 6,960,796	\$ 3,626,549	\$ 3,626,549	\$ 3,626,549
SDC - Transportation	279,076	291,028	150,000	170,000	150,000	150,000	150,000
Privilege Tax	-	217,120	750,000	845,753	900,000	900,000	900,000
Misc Revenue	180,313	287,866	200,000	400,000	200,000	200,000	200,000
Transfers In	-	3,000,000	500,000	500,000	-	-	-
Total Resources	<u>9,113,305</u>	<u>12,450,957</u>	<u>12,274,943</u>	<u>8,876,549</u>	<u>4,876,549</u>	<u>4,876,549</u>	<u>4,876,549</u>
Requirements							
Materials and Services							
Contract Services	128,598	67,726	1,000,000	250,000	1,000,000	1,000,000	1,000,000
Total Materials and Services	<u>128,598</u>	<u>67,726</u>	<u>1,000,000</u>	<u>250,000</u>	<u>1,000,000</u>	<u>1,000,000</u>	<u>1,000,000</u>
Capital Outlay							
SDC Projects	329,764	3,289,994	9,274,943	3,350,000	3,876,549	3,876,549	3,876,549
Undergrounding Projects	-	2,132,441	2,000,000	1,650,000	-	-	-
Total Capital Outlay	<u>329,764</u>	<u>5,422,435</u>	<u>11,274,943</u>	<u>5,000,000</u>	<u>3,876,549</u>	<u>3,876,549</u>	<u>3,876,549</u>
Total Requirements	<u>458,362</u>	<u>5,490,161</u>	<u>12,274,943</u>	<u>5,250,000</u>	<u>4,876,549</u>	<u>4,876,549</u>	<u>4,876,549</u>
Reserve for Future Expenditures	-	-	-	-	-	-	-
Ending Fund Balance	8,654,943	6,960,796	-	3,626,549	-	-	-



City of Happy Valley Fiscal Year 2025 - 2026 Budget

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.

Privilege Tax: Privilege tax collected through utilities which will be committed to electrical line undergrounding projects.

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

Transfers In: Transfer from the Street Fund for Fee in Lieu collections for TSDC related projects.

Expenditures

Materials and Services:

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

Capital Outlay: Expenditures for TSDC capital and electric line undergrounding projects.

Other:

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



**City of Happy Valley
Fiscal Year 2025 - 2026 Budget**

Parks System Development Charges Fund



City of Happy Valley Fiscal Year 2025 - 2026 Budget

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. SDC 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

Parks SDCs, interest, miscellaneous revenue.

Expenditures

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

Budget Summary:

	Preceding		Adopted	Budget for Fiscal Year 2025-26		
	2022-23	2023-24	Budget 2024-25	Proposed	Approved	Adopted
Materials and Services	32,251	58,059	500,000	500,000	500,000	500,000
Capital Outlay	21,129	47,297	5,000,000	10,000,000	10,000,000	10,000,000
Transfers	-	-	2,500,000	-	-	-
Total	53,380	105,356	8,000,000	10,500,000	10,500,000	10,500,000
Reserve for Future Expenditures	-	-	14,317,588	10,311,414	10,311,414	10,311,414

Parks System Development Charges (SDC) Fund

	Preceding 2022-23	Preceding 2023-24	Adopted Budget 2024-25	Estimate 2024-25	Proposed Budget 2025-26	Approved Budget 2025-26	Adopted Budget 2025-26
Resources							
Beginning Fund Balance	\$ 19,342,908	\$ 20,017,588	\$ 20,867,588	\$ 20,954,271	\$ 19,146,414	\$ 19,146,414	\$ 19,146,414
SDC - Parks	321,375	307,194	250,000	1,200,000	500,000	500,000	500,000
Misc Revenue	406,685	734,845	700,000	760,000	700,000	700,000	700,000
Transfer In (loan)	-	-	500,000	482,143	465,000	465,000	465,000
Total Resources	<u>20,070,968</u>	<u>21,059,627</u>	<u>22,317,588</u>	<u>23,396,414</u>	<u>20,811,414</u>	<u>20,811,414</u>	<u>20,811,414</u>
Requirements							
Materials and Services							
Contract Services	<u>32,251</u>	<u>58,059</u>	<u>500,000</u>	<u>250,000</u>	<u>500,000</u>	<u>500,000</u>	<u>500,000</u>
Total Materials and Services	<u>32,251</u>	<u>58,059</u>	<u>500,000</u>	<u>250,000</u>	<u>500,000</u>	<u>500,000</u>	<u>500,000</u>
Capital Outlay							
SDC Projects	<u>21,129</u>	<u>47,297</u>	<u>5,000,000</u>	<u>1,500,000</u>	<u>10,000,000</u>	<u>10,000,000</u>	<u>10,000,000</u>
Total Capital Outlay	<u>21,129</u>	<u>47,297</u>	<u>5,000,000</u>	<u>1,500,000</u>	<u>10,000,000</u>	<u>10,000,000</u>	<u>10,000,000</u>
Transfers							
To Library Reserve (Interfund loan)	<u>-</u>	<u>-</u>	<u>2,500,000</u>	<u>2,500,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Transfers	<u>-</u>	<u>-</u>	<u>2,500,000</u>	<u>2,500,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Requirements	<u>53,380</u>	<u>105,356</u>	<u>8,000,000</u>	<u>4,250,000</u>	<u>10,500,000</u>	<u>10,500,000</u>	<u>10,500,000</u>
Reserve for Future Expenditures	-	-	14,317,588	-	10,311,414	10,311,414	10,311,414
Ending Fund Balance	20,017,588	20,954,271	-	19,146,414	-	-	-



City of Happy Valley Fiscal Year 2025 - 2026 Budget

Parks System Development Charges Fund

Resources

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

SDC – Parks (PSDC's): PSDC's collected on building permits to fund the City's CIP for Parks.

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

Transfer In: Payments received from the Library Reserve for Replacement Fund related to a seven-year interfund loan from the Parks SDC Fund to finance a portion of the Happy Valley Library expansion project. The \$2.5 million interfund loan commenced on June 1, 2024 with an interest rate of 5%. Principal payment during 2024-25 was \$357,143. Future annual principal payments for the next 6 budget years will continue at \$357,143. Final repayment is scheduled for June 2031.

Expenditures

Materials and Services:

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

Capital Outlay:

SDC Projects: Capital expenditures on SDC eligible projects.

Transfers:

Other:

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



**City of Happy Valley
Fiscal Year 2025 - 2026 Budget**

Pedestrian Improvement Projects Fund



City of Happy Valley Fiscal Year 2025 - 2026 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

Revenues received from the Vehicle Registration Fee.

Expenditures

Project engineering and costs for construction of planned pedestrian projects. PIP 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 For Fiscal Year 2025 - 2026		
	2022-23	2023-24	Budget 2024-25	Proposed	Approved	Adopted
Material and Services	20,195	60	100,000	500,000	500,000	500,000
Capital Outlay	-	400,653	1,789,354	1,469,445	1,469,445	1,469,445
Transfers	28,000	30,000	33,000	33,000	33,000	33,000
Total	48,195	430,713	1,922,354	2,002,445	2,002,445	2,002,445

Pedestrian Improvement Projects (PIP) Fund

	Preceding 2022-23	Preceding 2023-24	Adopted Budget 2024-25	Estimate 2024-25	Proposed Budget 2025-26	Approved Budget 2025-26	Adopted Budget 2025-26
Resources							
Beginning Fund Balance	\$ 1,473,562	\$ 1,692,354	\$ 1,612,354	\$ 1,563,445	\$ 1,712,445	\$ 1,712,445	\$ 1,712,445
Misc Revenue	32,362	55,033	50,000	50,000	50,000	50,000	50,000
Vehicle Registration Fee	234,625	246,771	260,000	240,000	240,000	240,000	240,000
Total Resources	<u>1,740,549</u>	<u>1,994,158</u>	<u>1,922,354</u>	<u>1,853,445</u>	<u>2,002,445</u>	<u>2,002,445</u>	<u>2,002,445</u>
Requirements							
Materials and Services							
Contract Engineering	20,195	60	100,000	98,000	500,000	500,000	500,000
Total Materials and Services	<u>20,195</u>	<u>60</u>	<u>100,000</u>	<u>98,000</u>	<u>500,000</u>	<u>500,000</u>	<u>500,000</u>
Capital Outlay							
Pedestrian Pathways	-	400,653	1,789,354	10,000	1,469,445	1,469,445	1,469,445
Total Capital Outlay	<u>-</u>	<u>400,653</u>	<u>1,789,354</u>	<u>10,000</u>	<u>1,469,445</u>	<u>1,469,445</u>	<u>1,469,445</u>
Transfers							
To General Fund	28,000	30,000	33,000	33,000	33,000	33,000	33,000
Total Transfers	<u>28,000</u>	<u>30,000</u>	<u>33,000</u>	<u>33,000</u>	<u>33,000</u>	<u>33,000</u>	<u>33,000</u>
Total Requirements	<u>48,195</u>	<u>430,713</u>	<u>1,922,354</u>	<u>141,000</u>	<u>2,002,445</u>	<u>2,002,445</u>	<u>2,002,445</u>
Reserved for Future Expenditures		-	-	-	-	-	-
Ending Fund Balance	1,692,354	1,563,445	-	1,712,445	-	-	-



City of Happy Valley Fiscal Year 2025 - 2026 Budget

Pedestrian Improvement Projects Fund

Resources

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

Misc Revenue: Interest income on investments in the Local Government Investment Pool and other sources.

Vehicle Registration Fee: The City's share of the vehicle registration fee administered through Clackamas County.

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.

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.



**City of Happy Valley
Fiscal Year 2025 - 2026 Budget**

Facility Capital Projects Fund



City of Happy Valley Fiscal Year 2025 - 2026 Budget

Facility Capital Projects Fund

Manager: Travis Warneke, 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

Miscellaneous – Interest income from investments in the Local Government Investment Pool and other sources. In addition, the City expects to sell a parcel of land at the future Public Works site to PGE. Estimated proceeds \$3.9 million.

Transfers from the General Fund.

Expenditures

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

Budget Summary:

	Preceding		Adopted Budget 2024-25	Budget For Fiscal Year 2025 - 2026		
	2022-23	2023-24		Proposed	Approved	Adopted
Materials and Services	25,100	170,663	2,000,000	2,000,000	2,000,000	2,000,000
Capital Outlay	6,695,896	9,742,078	5,127,668	2,000,000	2,000,000	2,000,000
Total	6,720,996	9,912,741	7,127,668	4,000,000	4,000,000	4,000,000
Reserve for Future Expenditures				6,899,916	6,899,916	6,899,916

Facility Capital Projects Fund

	Preceding 2022-23	Preceding 2023-24	Adopted Budget 2024-25	Estimate 2024-25	Proposed Budget 2025-26	Approved Budget 2025-26	Adopted Budget 2025-26
Resources							
Beginning Fund Balance	\$ 12,752,321	\$ 10,980,425	\$ 3,827,668	\$ 3,846,704	\$ 4,149,916	\$ 4,149,916	\$ 4,149,916
Misc Revenue	249,100	279,020	100,000	100,000	4,000,000	4,000,000	4,000,000
Transfers In - General Fund	4,700,000	2,500,000	3,200,000	3,200,000	2,750,000	2,750,000	2,750,000
Total Resources	17,701,421	13,759,445	7,127,668	7,146,704	10,899,916	10,899,916	10,899,916
Requirements							
Materials and Services							
Contract Services	25,100	170,663	2,000,000	220,000	2,000,000	2,000,000	2,000,000
Total Materials and Services	25,100	170,663	2,000,000	220,000	2,000,000	2,000,000	2,000,000
Capital Outlay							
Project Construction	-	-	-	-	2,000,000	2,000,000	2,000,000
Land	6,695,896	9,742,078	5,127,668	2,776,788	-	-	-
Total Capital Outlay	6,695,896	9,742,078	5,127,668	2,776,788	2,000,000	2,000,000	2,000,000
Total Requirements	6,720,996	9,912,741	7,127,668	2,996,788	4,000,000	4,000,000	4,000,000
Reserved for Future Expenditures	-	-	-	-	6,899,916	6,899,916	6,899,916
Ending Fund Balance	10,980,425	3,846,704	-	4,149,916	-	-	-



City of Happy Valley Fiscal Year 2025 - 2026 Budget

Facility Capital Projects Fund

Resources

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

Expenditures

Materials and Services:

Contract Services: Professional consulting services to prepare the development plan for the future Public Works facility. Expenditures associated with rental properties located on sites designated for future City facilities.

Capital Outlay:

Land: Purchase of land for future facility location.



**City of Happy Valley
Fiscal Year 2025 - 2026 Budget**

Parks Capital Projects Fund



City of Happy Valley Fiscal Year 2025 - 2026 Budget

Parks Capital Projects Fund

Manager: Travis Warneke, CPA

The Parks Capital Projects Fund resources consist of a transfer from the Parks Fund. These resources will be available to supplement a Parks SDC project when the time comes. Not all SDC projects are 100% SDC eligible so having dedicated funds set aside will help get a project off the ground smoothly.

Revenue

Transfers from the Parks Fund.

Expenditures

Capital expenditures for parks facilities.

Budget Summary:

	Preceding		Adopted Budget 2024-25	Budget For Fiscal Year 2025 - 2026		
	2022-23	2023-24		Proposed	Approved	Adopted
Capital Outlay	1,635,918	2,574,273	4,646,928	4,880,743	4,880,743	4,880,743
Total	1,635,918	2,574,273	4,646,928	4,880,743	4,880,743	4,880,743

Parks Capital Projects Fund

	Preceding 2022-23	Preceding 2023-24	Adopted Budget 2024-25	Estimate 2024-25	Proposed Budget 2025-26	Approved Budget 2025-26	Adopted Budget 2025-26
Resources							
Beginning Fund Balance	\$ 8,653,097	\$ 7,161,928	\$ 4,546,928	\$ 4,780,743	\$ 4,780,743	\$ 4,780,743	\$ 4,780,743
Misc Revenue	144,749	193,088	100,000	150,000	100,000	100,000	100,000
Total Resources	<u>8,797,846</u>	<u>7,355,016</u>	<u>4,646,928</u>	<u>4,930,743</u>	<u>4,880,743</u>	<u>4,880,743</u>	<u>4,880,743</u>
Requirements							
Capital Outlay							
Projects	1,635,918	2,574,273	4,646,928	150,000	4,880,743	4,880,743	4,880,743
Total Capital Outlay	<u>1,635,918</u>	<u>2,574,273</u>	<u>4,646,928</u>	<u>150,000</u>	<u>4,880,743</u>	<u>4,880,743</u>	<u>4,880,743</u>
Contingency	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Requirements	<u>1,635,918</u>	<u>2,574,273</u>	<u>4,646,928</u>	<u>150,000</u>	<u>4,880,743</u>	<u>4,880,743</u>	<u>4,880,743</u>
Reserved for Future Expenditures	-	-	-	-	-	-	-
Ending Fund Balance	7,161,928	4,780,743	-	4,780,743	-	-	-



City of Happy Valley Fiscal Year 2025 - 2026 Budget

Parks Capital Projects Fund

Resources

Transfer from Parks Fund: Amounts from the Parks Fund to supplement Parks SDC eligible projects.

Expenditures

Capital Outlay: Amount set aside for park improvements in 2025-26, as well as future land purchases or upgrades. The full balance of \$4.9 million is available to exercise opportunities as they arise.



**City of Happy Valley
Fiscal Year 2025 - 2026 Budget**

Reserve for General Operations Fund



City of Happy Valley Fiscal Year 2025 - 2026 Budget

Reserve for General Operations Fund

Manager: Travis Warneke, 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 2024-25	Budget For Fiscal Year 2025 - 2026		
	2022-23	2023-24		Proposed	Approved	Adopted
Reserve for Future Expenditures	-	-	838,974	838,974	838,974	838,974
Total	-	-	838,974	838,974	838,974	838,974

Reserve for General Operations Fund

	Preceding 2022-23	Preceding 2023-24	Adopted Budget 2024-25	Estimate 2024-25	Proposed Budget 2025-26	Approved Budget 2025-26	Adopted Budget 2025-26
Resources							
Beginning Fund Balance	\$ 838,974	\$ 838,974	\$ 838,974	\$ 838,974	\$ 838,974	\$ 838,974	\$ 838,974
Total Resources	838,974	838,974	838,974	838,974	838,974	838,974	838,974
Requirements							
Materials and Services	-	-	-	-	-	-	-
Total Requirements	-	-	-	-	-	-	-
Reserved for Future Expenditures	-	-	838,974	-	838,974	838,974	838,974
Ending Fund Balance	838,974	838,974	-	838,974	-	-	-



City of Happy Valley Fiscal Year 2025 - 2026 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.



**City of Happy Valley
Fiscal Year 2025 - 2026 Budget**

General Reserve for Replacement Fund



City of Happy Valley Fiscal Year 2025 - 2026 Budget

General Reserve for Replacement Fund

Manager: Travis Warneke, 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.

Budget Summary:

	Preceding		Adopted Budget 2024-25	Budget For Fiscal Year 2025 - 2026		
	2022-23	2023-24		Proposed	Approved	Adopted
Material and Services	324,233	138,787	650,000	650,000	650,000	650,000
Capital Outlay	252,437	108,989	900,000	900,000	900,000	900,000
Total	576,670	247,776	1,550,000	1,550,000	1,550,000	1,550,000
Reserved for Future Expenditures	-	-	1,697,536	2,015,295	2,015,295	2,015,295

General Reserve for Replacement Fund

	Preceding 2022-23	Preceding 2023-24	Adopted Budget 2024-05	Estimate 2024-05	Proposed Budget 2025-26	Approved Budget 2025-26	Adopted Budget 2025-26
Resources							
Beginning Fund Balance	\$ 2,260,774	\$ 2,243,536	\$ 2,587,536	\$ 2,580,295	\$ 2,905,295	\$ 2,905,295	\$ 2,905,295
PEG revenue	59,432	54,835	60,000	90,000	60,000	60,000	60,000
Misc Revenue	-	29,700	-	-	-	-	-
Transfers In	500,000	500,000	600,000	600,000	600,000	600,000	600,000
Total Resources	<u>2,820,206</u>	<u>2,828,071</u>	<u>3,247,536</u>	<u>3,270,295</u>	<u>3,565,295</u>	<u>3,565,295</u>	<u>3,565,295</u>
Requirements							
Materials and Services							
Equipment - under \$5,000	80,579	54,729	150,000	50,000	150,000	150,000	150,000
Repairs and Maintenance	243,654	84,058	500,000	25,000	500,000	500,000	500,000
Total Materials and Services	<u>324,233</u>	<u>138,787</u>	<u>650,000</u>	<u>75,000</u>	<u>650,000</u>	<u>650,000</u>	<u>650,000</u>
Capital Outlay							
Vehicles	89,120	-	300,000	-	300,000	300,000	300,000
Equipment - over \$5,000	30,111	51,664	400,000	180,000	400,000	400,000	400,000
Facility Improvements	61,851	1,050	100,000	60,000	100,000	100,000	100,000
PEG Grants	71,355	56,275	100,000	50,000	100,000	100,000	100,000
Total Capital Outlay	<u>252,437</u>	<u>108,989</u>	<u>900,000</u>	<u>290,000</u>	<u>900,000</u>	<u>900,000</u>	<u>900,000</u>
Total Requirements	<u>576,670</u>	<u>247,776</u>	<u>1,550,000</u>	<u>365,000</u>	<u>1,550,000</u>	<u>1,550,000</u>	<u>1,550,000</u>
Reserved for Future Expenditures	-	-	1,697,536	-	2,015,295	2,015,295	2,015,295
Ending Fund Balance	2,243,536	2,580,295	-	2,905,295	-	-	-



City of Happy Valley Fiscal Year 2025 - 2026 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.



**City of Happy Valley
Fiscal Year 2025 - 2026 Budget**

Library Reserve for Replacement Fund



City of Happy Valley Fiscal Year 2025 - 2026 Budget

Library Reserve for Replacement Fund

Manager: Travis Warneke, 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. The transfer out in the 2024-25 budget is repayment of an interfund loan from the Parks SDC fund related to the library expansion project.

Budget Summary:

	Preceding		Adopted Budget 2024-25	Budget For Fiscal Year 2025 - 2026		
	2022-23	2023-24		Proposed	Approved	Adopted
Material and Services	4,461	2,059	150,000	100,000	100,000	100,000
Capital Outlay	981,803	7,147,441	3,884,288	360,711	360,711	360,711
Transfer Out	-	-	500,000	465,000	465,000	465,000
Total	986,264	7,149,500	4,534,288	925,711	925,711	925,711

Library Reserve for Replacement Fund

	Preceding 2022-23	Preceding 2023-24	Adopted Budget 2024-25	Estimate 2024-25	Proposed Budget 2025-26	Approved Budget 2025-26	Adopted Budget 2025-26
Resources							
Beginning Fund Balance	\$ 5,136,052	\$ 4,852,288	\$ 1,434,288	\$ 323,854	\$ 325,711	\$ 325,711	\$ 325,711
Intergovernmental Revenue	-	2,000,000	-	-	-	-	-
Misc Revenue	2,500	21,066	-	76,000	-	-	-
Transfers In (Library Fund)	700,000	600,000	600,000	600,000	600,000	600,000	600,000
Transfers In (Interfund Loan)	-	-	2,500,000	2,500,000	-	-	-
Total Resources	<u>5,838,552</u>	<u>7,473,354</u>	<u>4,534,288</u>	<u>3,499,854</u>	<u>925,711</u>	<u>925,711</u>	<u>925,711</u>
Requirements							
Materials and Services							
Equipment - under \$5,000	-	385	50,000	25,000	50,000	50,000	50,000
Repairs and Maintenance	4,461	1,674	100,000	2,000	50,000	50,000	50,000
Total Materials and Services	<u>4,461</u>	<u>2,059</u>	<u>150,000</u>	<u>27,000</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>
Capital Outlay							
Equipment - over \$5,000	-	10,794	269,435	65,000	147,854	147,854	147,854
Facility Improvements	981,803	7,136,647	3,614,853	2,600,000	212,857	212,857	212,857
Total Capital Outlay	<u>981,803</u>	<u>7,147,441</u>	<u>3,884,288</u>	<u>2,665,000</u>	<u>360,711</u>	<u>360,711</u>	<u>360,711</u>
Transfers							
To Parks SDC (loan)	-	-	500,000	482,143	465,000	465,000	465,000
Total Transfers	<u>-</u>	<u>-</u>	<u>500,000</u>	<u>482,143</u>	<u>465,000</u>	<u>465,000</u>	<u>465,000</u>
Total Requirements	<u>986,264</u>	<u>7,149,500</u>	<u>4,534,288</u>	<u>3,174,143</u>	<u>925,711</u>	<u>925,711</u>	<u>925,711</u>
Reserved for Future Expenditures	-	-	-	-	-	-	-
Ending Fund Balance	4,852,288	323,854	-	325,711	-	-	-



City of Happy Valley Fiscal Year 2025 - 2026 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:

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

Facility Improvements: Facility improvements per replacement schedules. In addition, to cover the remaining costs associated with the Happy Valley Library expansion project.

Transfers:

To Parks SDC Fund: Transfer to make payment on a seven-year interfund loan from the Parks SDC Fund to finance a portion of the Happy Valley Library expansion project. The \$2.5 million interfund loan commenced on June 1, 2024 with an interest rate of 5%. Principal payment during 2024-25 was \$357,143. Future annual principal payments for the next 6 budget years will continue at \$357,143. Final repayment is scheduled for June 2031.

Other:

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



**City of Happy Valley
Fiscal Year 2025 - 2026 Budget**

Street Reserve for Replacement Fund



City of Happy Valley Fiscal Year 2025 - 2026 Budget

Street Reserve for Replacement Fund

Manager: Travis Warneke, 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 Street 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 For Fiscal Year 2025 - 2026		
	2021-22	2023-24	2024-25	Proposed	Approved	Adopted
Material and Services	1,877	250	125,000	125,000	125,000	125,000
Capital Outlay	839,624	-	267,105	370,345	370,345	370,345
Transfers	-	3,000,000	500,000	-	-	-
Total	841,501	3,000,250	892,105	495,345	495,345	495,345

Street Reserve for Replacement Fund

	Preceding 2022-23	Preceding 2023-24	Adopted Budget 2024-25	Estimate 2024-25	Proposed Budget 2025-26	Approved Budget 2025-26	Adopted Budget 2025-26
Resources							
Beginning Fund Balance	\$ 3,957,817	\$ 3,362,105	\$ 792,105	\$ 795,345	\$ 395,345	\$ 395,345	\$ 395,345
Misc Revenue	145,789	333,490	-	-	-	-	-
Transfers In	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Total Resources	<u>4,203,606</u>	<u>3,795,595</u>	<u>892,105</u>	<u>895,345</u>	<u>495,345</u>	<u>495,345</u>	<u>495,345</u>
Requirements							
Materials and Services							
Equipment - under \$5,000	-	-	25,000	-	25,000	25,000	25,000
Repairs and Maintenance	1,877	250	100,000	-	100,000	100,000	100,000
Total Materials and Services	<u>1,877</u>	<u>250</u>	<u>125,000</u>	<u>-</u>	<u>125,000</u>	<u>125,000</u>	<u>125,000</u>
Capital Outlay							
Equipment - over \$5,000	839,624	-	267,105	-	370,345	370,345	370,345
Total Capital Outlay	<u>839,624</u>	<u>-</u>	<u>267,105</u>	<u>-</u>	<u>370,345</u>	<u>370,345</u>	<u>370,345</u>
Transfers							
To TSDC Fund	-	3,000,000	500,000	500,000	-	-	-
Total Transfers	<u>-</u>	<u>3,000,000</u>	<u>500,000</u>	<u>500,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Requirements	<u>841,501</u>	<u>3,000,250</u>	<u>892,105</u>	<u>500,000</u>	<u>495,345</u>	<u>495,345</u>	<u>495,345</u>
Reserved for Future Expenditures							
Fee in Lieu	-	-	-	-	-	-	-
Ending Fund Balance	3,362,105	795,345	-	395,345	-	-	-



City of Happy Valley Fiscal Year 2025 - 2026 Budget

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.

Transfers:

To Transportation Development Charges Fund: Transfer to the TSDC fund for Fee in Lieu payments utilized for TSDC eligible projects.



**City of Happy Valley
Fiscal Year 2025 - 2026 Budget**

Parks Reserve for Replacement Fund



City of Happy Valley Fiscal Year 2025 - 2026 Budget

Parks Reserve for Replacement Fund

Manager: Travis Warneke, CPA

Created to provide a long-term approach to funding the purchase and replacement of equipment and major facility maintenance expenditures associated with park 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 Parks 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 park capital equipment items without having dramatic swings in the Parks Fund and makes for clear and relevant analysis of operating trends.

Revenue

Transfers from the Parks 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 2024-25	Budget For Fiscal Year 2025 - 2026		
	2022-23	2023-24		Proposed	Approved	Adopted
Material and Services	3,196	-	70,000	70,000	70,000	70,000
Capital Outlay	119,648	28,641	1,000,000	1,000,000	1,000,000	1,000,000
Total	122,844	28,641	1,070,000	1,070,000	1,070,000	1,070,000
Reserved for Future Expenditures	-	-	1,720,974	2,398,833	2,398,833	2,398,833

Parks Reserve for Replacement Fund

	Preceding 2022-23	Preceding 2023-24	Adopted Budget 2024-25	Estimate 2024-25	Proposed Budget 2025-26	Approved Budget 2025-26	Adopted Budget 2025-26
Resources							
Beginning Fund Balance	\$ 888,818	\$ 1,565,974	\$ 2,090,974	\$ 2,088,833	\$ 2,768,833	\$ 2,768,833	\$ 2,768,833
Grants	-	26,500	-	-	-	-	-
Transfers In	800,000	525,000	700,000	700,000	700,000	700,000	700,000
Total Resources	<u>1,688,818</u>	<u>2,117,474</u>	<u>2,790,974</u>	<u>2,788,833</u>	<u>3,468,833</u>	<u>3,468,833</u>	<u>3,468,833</u>
Requirements							
Materials and Services							
Equipment - under \$5,000	-	-	20,000	-	20,000	20,000	20,000
Repairs and Maintenance	3,196	-	50,000	10,000	50,000	50,000	50,000
Total Materials and Services	<u>3,196</u>	<u>-</u>	<u>70,000</u>	<u>10,000</u>	<u>70,000</u>	<u>70,000</u>	<u>70,000</u>
Capital Outlay							
Equipment - over \$5,000	119,648	28,641	500,000	10,000	500,000	500,000	500,000
Facility Improvements	-	-	500,000	-	500,000	500,000	500,000
Total Capital Outlay	<u>119,648</u>	<u>28,641</u>	<u>1,000,000</u>	<u>10,000</u>	<u>1,000,000</u>	<u>1,000,000</u>	<u>1,000,000</u>
Total Requirements	<u>122,844</u>	<u>28,641</u>	<u>1,070,000</u>	<u>20,000</u>	<u>1,070,000</u>	<u>1,070,000</u>	<u>1,070,000</u>
Reserved for Future Expenditures	-	-	1,720,974	-	2,398,833	2,398,833	2,398,833
Ending Fund Balance	1,565,974	2,088,833	-	2,768,833	-	-	-



City of Happy Valley Fiscal Year 2025 - 2026 Budget

Parks Reserve for Replacement Fund

Resources

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

Transfers In: Amounts from the Parks 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:

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

Facility Improvements: Facility improvements per replacement schedules.



**City of Happy Valley
Fiscal Year 2024 - 2025 Budget**

Notices and Resolutions

AD#: 0010994263

State of Oregon,) ss
County of Multnomah)

Stacey Tredici being duly sworn, deposes that he/she is principal clerk of Oregonian Media Group; that Oregonian is a public newspaper published in the city of Portland, with general circulation in Oregon, and this notice is an accurate and true copy of this notice as printed in said newspaper, was printed and published in the regular edition and issue of said newspaper on the following date(s):

Oregonian 05/14/2025

Principal Clerk of the Publisher



KIMBERLEE WRIGHT O'NEILL
NOTARY PUBLIC - OREGON
COMMISSION NO. 1026818
MY COMMISSION EXPIRES 08/15/2026

Sworn to and subscribed before me this 20th day of May 2025

Notary Public

**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, 2025 to June 30, 2026 will be held at City Hall, 16000 SE Misty Drive, Happy Valley, OR 97086. The meeting link and information will be available on the City website. The meeting will take place on May 20th, 2025 at 6:00 PM. The purpose of the meeting is to receive the budget message and to receive comment from the public on the budget. A copy of the budget document may be inspected or obtained on or after May 13th, 2025 on the City's website. This notice and the proposed budget for fiscal year 2025-26 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.

FORM LB-1

NOTICE OF BUDGET HEARING

A public meeting of the City of Happy Valley will be held on June 17, 2025 at 7:00pm at City Hall. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2025 as approved by the City of Happy Valley Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at City Hall, 16000 SE Misty Drive, Happy Valley, OR between the hours of 8:30 a.m. and 4:30 p.m. or online at www.happyvalleyor.gov. This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as the preceding year.

Contact: Travis Warneke, Finance Director

Telephone: 503-783-3800

Email: travisw@happyvalleyor.gov

FINANCIAL SUMMARY - RESOURCES			
TOTAL OF ALL FUNDS	Actual Amount 2023-24	Adopted Budget This Year 2024-25	Approved Budget Next Year 2025-26
Beginning Fund Balance/Net Working Capital	72,183,287	61,476,530	52,486,172
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	7,361,220	7,090,000	8,129,000
Federal, State and all Other Grants, Gifts, Allocations and Donations	9,364,668	8,582,000	8,400,000
Interfund Transfers / Internal Service Reimbursements	8,865,000	10,505,000	7,093,000
All Other Resources Except Current Year Property Taxes	3,131,403	1,950,000	5,940,000
Current Year Property Taxes Estimated to be Received	10,364,183	10,952,600	11,505,000
Total Resources	111,269,761	100,556,130	93,553,172

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
Personnel Services	9,782,499	11,831,800	12,156,850
Materials and Services	9,014,983	15,617,000	16,204,000
Capital Outlay	26,734,513	36,282,494	27,301,366
Debt Service	0	0	0
Interfund Transfers	8,865,000	10,505,000	7,093,000
Contingencies	0	7,744,764	8,333,524
Unappropriated Ending Balance and Reserved for Future Expenditure	56,872,766	18,575,072	22,464,432
Total Requirements	111,269,761	100,556,130	93,553,172

FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM *			
Name of Organizational Unit or Program FTE for that unit or program			
General Administration	3,557,342	4,186,100	4,415,100
FTE	13.00	14.00	14.00
Community Services / Public Safety	6,958,042	9,980,173	10,591,359
FTE	11.00	12.00	12.00
Economic & Community Development	3,094,507	3,769,900	3,860,400
FTE	22.00	22.00	20.00
Public Works	731,142	902,700	893,700
FTE	4.00	4.00	4.00
Parks	2,139,012	4,220,314	4,637,659
FTE	6.00	8.00	8.00
Streets	2,469,065	3,601,085	3,590,575
FTE	4.00	4.00	4.00
Library	3,508,474	5,101,899	5,072,988
FTE	17.00	19.00	18.00
Not Allocated to Organizational Unit or Program	88,812,177	68,793,959	60,491,391
FTE	0.00	0.00	0.00
Total Requirements	111,269,761	100,556,130	93,553,172
Total FTE	79.00	83.00	80.00

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING *

There were no new funds added in this budget. The total for this budget is \$94 million and includes \$86 million of resources excluding transfers between funds and \$56 million of expenditures excluding transfers, contingency, and reserves for future expenditures. This budget decreased overall by 7% from the 2024-25 budget of \$101 million. This change is due to decreases in capital outlay expenditures. Also contributing to the overall decrease was the decrease in total transfers due to a significant interfund loan transfer in the prior year.

PROPERTY TAX LEVIES			
	Rate or Amount Imposed 2023-24	Rate or Amount Imposed This Year 2024-25	Rate or Amount Approved Next Year 2025-26
Permanent Rate Levy (rate limit 67.1 cents per \$1,000)	0.671	0.671	0.671
Local Option Levy - Public Safety	1.380	1.380	1.380
Local Option Levy - Parks	.540	.540	0.540
Levy For General Obligation Bonds	0	0	0

STATEMENT OF INDEBTEDNESS		
LONG TERM DEBT	Estimated Debt Outstanding on July 1.	Estimated Debt Authorized, But Not Incurred on July 1
General Obligation Bonds	\$0	\$0
Other Bonds	\$0	\$0
Total	\$0	\$0

AD#: 0011000958

State of Oregon,) ss
County of Multnomah)

Stacey Tredici being duly sworn, deposes that he/she is principal clerk of Oregonian Media Group; that Oregonian is a public newspaper published in the city of Portland, with general circulation in Oregon, and this notice is an accurate and true copy of this notice as printed in said newspaper, was printed and published in the regular edition and issue of said newspaper on the following date(s):

Oregonian 06/06/2025

Principal Clerk of the Publisher



KIMBERLEE WRIGHT O'NEILL
NOTARY PUBLIC - OREGON
COMMISSION NO. 1026818
MY COMMISSION EXPIRES 08/15/2026

Sworn to and subscribed before me this 11th day of June 2025

Notary Public

CITY OF HAPPY VALLEY
RESOLUTION NO. 25-10

RESOLUTION ADOPTING THE BUDGET FOR FISCAL YEAR 2025-26,
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 2025-2026 now on file at City Hall in the sum of \$71,088,740.*

MAKING APPROPRIATIONS

BE IT RESOLVED the amounts for the fiscal year beginning July 1, 2025, and for the purposes shown below are hereby appropriated as follows:

GENERAL FUND	
Administration	4,715,100
Community Services & Public Safety	1,486,700
Economic & Community Development	3,860,400
Public Works	893,700
Transfers	3,350,000
Contingency	3,142,593
FUND TOTAL	17,448,493
PARKS FUND	
Operations	1,679,400
Programming	698,300
Non-Departmental	10,000
Transfers	1,010,000
Contingency	1,239,959
FUND TOTAL	4,637,659
STREET FUND	
Personal Services	563,300
Materials & Services	667,000
Capital Outlay	1,600,000
Transfers	340,000
Contingency	420,275
FUND TOTAL	3,590,575
PUBLIC SAFETY FUND	
Personal Services	303,100
Materials & Services	5,815,000
Capital Outlay	10,000
Transfers	605,000
Contingency	2,371,559
FUND TOTAL	9,104,659

CITY OF HAPPY VALLEY

RESOLUTION NO. 25-10

MAKING APPROPRIATIONS, CONTINUED:

LIBRARY FUND

Personal Services	2,198,850
Materials & Services	725,000
Transfers	1,290,000
Contingency	859,138

FUND TOTAL	5,072,988
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STORM UTILITY SDC FUND

Materials & Services	100,000
Capital Outlay	833,573

FUND TOTAL	933,573
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TRANSPORTATION SDC FUND

Materials & Services	1,000,000
Capital Outlay	3,876,549

FUND TOTAL	4,876,549
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PARKS SDC FUND

Materials & Services	500,000
Capital Outlay	10,000,000

FUND TOTAL	10,500,000
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PEDESTRIAN IMPROVEMENT PROJECTS FUND

Materials & Services	500,000
Capital Outlay	1,469,445
Transfers	33,000

FUND TOTAL	2,002,445
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FACILITY CAPITAL PROJECTS FUND

Materials & Services	2,000,000
Capital Outlay	2,000,000

FUND TOTAL	4,000,000
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PARKS CAPITAL PROJECTS FUND

Capital Outlay	4,880,743
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FUND TOTAL	4,880,743
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CITY OF HAPPY VALLEY
RESOLUTION NO. 25-10

MAKING APPROPRIATIONS, CONTINUED:

GENERAL RESERVE FOR REPLACEMENT FUND

Materials & Services	650,000
Capital Outlay	900,000
FUND TOTAL	1,550,000

LIBRARY RESERVE FOR REPLACEMENT FUND

Materials & Services	100,000
Capital Outlay	360,711
Transfers	465,000
FUND TOTAL	925,711

STREET RESERVE FOR REPLACEMENT FUND

Materials & Services	125,000
Capital Outlay	370,345
FUND TOTAL	495,345

PARKS RESERVE FOR REPLACEMENT FUND

Materials & Services	70,000
Capital Outlay	1,000,000
FUND TOTAL	1,070,000

TOTAL APPROPRIATIONS ALL FUNDS 71,088,740 *

* Note the total appropriation amount is not equal to the amount of the total adopted budget. This is due to a total of \$22,464,432 categorized as Reserved for Future Expenditures in five 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, at the rate of \$1.3800 per \$1,000 of the assessed value for operations for the Public Safety five year local option levy and at the rate of \$0.5400 per \$1,000 of the assessed value for operations for the Parks five year local option levy; and that these taxes are hereby imposed and categorized for tax year 2025-2026 upon the assessed value of all taxable property within the City.

CITY OF HAPPY VALLEY
RESOLUTION NO. 25-10

	<i>Subject to the General Government Limitation</i>	<i>Excluded from the Limitation</i>
GENERAL FUND	\$0.6710/\$1,000	\$-0-
PUBLIC SAFETY FUND	\$1.3800/\$1,000	\$-0-
PARKS FUND	\$0.5400/\$1,000	\$-0-

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

PASSED by the City Council this 17th day of June 2025.

APPROVED by the Mayor this 17th day of June 2025.

Tom Ellis
Tom Ellis, Mayor

ATTEST:
Kara Kerpan
Kara Kerpan, City Recorder



City of Happy Valley Fiscal Year 2025 - 2026 Budget

Glossary



City of Happy Valley Fiscal Year 2025 - 2026 Budget

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.

Balanced Budget. A budget is “balanced” when total resources (beginning fund balance plus current revenues plus transfers-in) equals total requirements (expenditures plus contingency plus transfers-out plus ending fund balance) for each fund. Per Oregon Administrative Rule 150-294.352(1)-(B), “The...total resources in a fund equal to the total of expenditures and requirements for that fund.”

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].



City of Happy Valley Fiscal Year 2025 - 2026 Budget

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)].



City of Happy Valley Fiscal Year 2025 - 2026 Budget

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)].



City of Happy Valley Fiscal Year 2025 - 2026 Budget

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 than 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)].



City of Happy Valley Fiscal Year 2025 - 2026 Budget

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)].



City of Happy Valley Fiscal Year 2025 - 2026 Budget

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].



5 Year Projection FY2026 - FY2030



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Assumptions

Definitions

5 Year Plan Assumptions

Revenues
Assumptions
<p>Revenue growth factor of 3%</p> <p>Taxes - Permanent rate – growth factor of 4% which accounts for both population and assessed value growth</p> <p>Taxes - Levy (not subject to Urban Renewal) – growth factor of 6% which accounts for both population and assessed value growth</p> <p>Library District revenue growth factor of 3.5% because most of district assessed value not in Happy Valley</p> <p>Building Fees – \$10.5M for 5 yr proj - Steady, not aggressive projection based on the uncertainty of the current economy. Increases in years 4-5.</p> <p>Planning and Eng Fees -\$3.3M for 5 yr proj. Fees are not shown in the year they may occur but distributed across all years.</p>

Expenditures
Assumptions
<p>Personnel – Wages growth factor of 6%</p> <p>FTE additions - see notes at the bottom of each fund</p> <p>Benefits growth factor of 7%</p> <p>Materials and Services growth factor of 7%</p> <p>Public Safety Fund - Clackamas County contract personnel portion use 6% growth factor, M&S portion use 6% growth factor</p> <p>Each additional officer adds \$220,000 to the police contract</p>

5 Year Plan Definitions

Explanations		
Term	Definition	Description
Transfers	Transfers are transaction-like activities between the various funds.	Transfers To and Transfer From are shown in the General, Street, Public Safety, and Reserve for Replacement Funds. Although transfers are shown as revenue in the receiving fund, technically they are not revenue to the City. They are simply the movement of dollars between fund within the City.
Resources	All amounts available for the fiscal year. This includes revenues as well as beginning fund balance.	
Property Tax escalation percentage	5-8% increase per year	Specific property annexation analysis was not included. This amount is still lower than the average growth percentage seen over the last 10 years.
Fund Balance	Difference between the Assets and Liabilities of a fund.	
Beginning Fund Balance - BFB	Fund Balance at July 1 of any given fiscal year	
Ending Fund Balance - EFB	Fund Balance at June 30 of any given fiscal year	
SDC	System Development Charge	
IGA	Intergovernmental Agreement	
M&S	Materials and Services	
CIP	Capital Improvement Plan	
ODOT	Oregon Department of Transportation	
PQI	Pavement Quality Index	The index is based on the current pavement quality of each individual roadway section. Once determined, the index is used to calculate the dollar amount required to attain an engineering pavement quality standard.
State Shared Revenues	Liquor, cigarette, marijuana, and gas taxes collected by the State	City receives revenue from State for cigarette tax, liquor tax, and gas tax based on ORS distribution calculation.
Trend Data	Historical data from the 1998 through the present whenever available.	Data used to determine historical trends over the last 10 - 15 years. This trend data was defined as the high end of the range. All percentages used for escalation are lower than the calculated historical trend percentages.



5 Year Projection

The five-year projection is created to be a high-level review of revenue and expenditures of the City's operating funds. It is based on a moderate set of assumptions applied for all funds. Any adjustments to those assumptions are noted. This projection is not an in depth look at any one area but rather an overall view to envision what could happen given one set of circumstances. The application of our assumptions may cause negative fund balances in this projection. The City cannot legally have negative fund balances so estimates will be adjusted during the budget process.

The projection is updated annually to reflect the changing financial landscape and envision a future beyond the next budget cycle. It is based on specific assumptions and should not be interpreted as a final plan but rather one possible view of the next five years. The projection along with relevant historical data are used to expose trends that could influence our financial future. The projection should be used as a catalyst for discussion about where the City could be in five years if we follow a certain path, how to address issues revealed by the projection, and what changes can be made today to ensure we remain on a path to our long-term goals.

Included in the projection are revenue and expenditures charts for each fund to compare past projections to actual results of operations. These charts show that our assumptions underestimate revenue and overestimate expenditures. This process helps to prepare us for the economic volatility we experience with much of our revenue. Again, this projection is not a forecast, it is a mechanism to create dialog about how to increase productivity and efficiency, so we can provide essential services in any economic climate.

This projection does not include reserve funds as their use is guided by policy. SDC funds are also not included as they are guided by the SDC methodology plans.

This projection does not address issues that could have a significant effect on the organization if they were to occur within the 5-year period.

It is important to note that not all city revenues are available for all city functions. We are bound by statutes that define the specific use of certain revenues, so any review of total revenues or total expenditures is not applicable. Funds and their respective revenues and expenditures need to be reviewed and analyzed separately.

Financial Projection – Citywide

Similar to last year's projection, development revenues are set at a lower baseline level for the first several years. However, given the plethora of available residential lots and projects already underway, we do expect to see at least a steady baseline of development revenue. We would expect to see some strong growth at some point in the five years, however, it is difficult to pinpoint when this will happen, so we are showing moderate/low building fees relative to the recent prior years.

Development revenue is very difficult to predict for any specific fiscal year, so our goal is to create a projection with a realistic development revenue total. We then compare the development revenue total in this projection to revenue received during a prior similar moderate period. If the development revenue total in this projection is similar to the prior moderate period, we believe the projection to be realistic.

Financial Projection – Individual Funds

Below are further explanations for each of the funds in the projection. These funds are either directly affected by changes in population and assessed value of the City or impact the number of employees. Growth in assessed value is defined in this context as new construction, increased value of real property, and annexation of property into the City.

Following the individual fund explanations there is an overview of the remaining capital project and reserve funds. Detail and chart information are not included for these funds as their expenditures are project based and are at the discretion of the Council.

General Fund

In this projection, the General Fund has an operating deficit, difference between annual revenues and annual expenditures, for three out of the five years. The operating deficit is largest in year two of the projection because of a \$3 million transfer to the Facility Capital Projects Fund. Removing the reserve for replacement and facility capital project fund transfers, which are discretionary, shifts the fund to an operating surplus in all years of the projection.

This projection adds another \$3 million transfer to the Facility Cap Project Fund in year one and a total of \$9 million in years two through five. Under this scenario, there would be \$26.5 million available for a project in the Facility Capital Project Fund after year 1, including previous year transfers.

One primary long-term concern is the predicted increase of PERS rates. The City has taken a proactive approach to this by creating a PERS side account which will curb future PERS rate increases. Through State legislation that passed in 2019, the City took advantage available of matching funds to create a \$2 million PERS side account. The City's portion of this (\$1.6 million) came from the General Operations Reserve Fund. We will see a slight increase for the biennium beginning July 2025.

The Urban Renewal Admin Fee which is 5% of Urban Renewal Tax revenue collected is a new revenue in the General Fund. This revenue source began in 2020-21 and will steadily increase as the Urban Renewal area grows in assessed value. The purpose of this fee is to cover the cost of running the Urban Renewal District programs including associated staff.

The chart on page 11 illustrates the reason for the operating deficits. The stacked bar represents ongoing expenditures in red and transfers out in green. Revenue is represented by a blue line. The revenue line is lower than the total stacked bar but higher than the expenditures represented by the red portion of the bar for each of the projection years besides that last. Transfers out of the General Fund are determined during the budget process and are based on Council Policy 13.04 Budget Reserves & Contingency. Given that the revenue line is higher than the expenditures portion of the bar adjustments could be made to create an operating surplus for all years of this projection if the amount of transfers was decreased.

Parks Fund

This projection includes the parks operating levy property tax at \$0.54 per \$1,000 of assessed value. The current voter approved Parks Levy runs through Year 3 of the projection.

The operations department (parks maintenance) has an FTE added in year three which would bring the total FTE for the department up to 6.0. The recreation department has 3 FTE with no additions shown in the projection.

Under this scenario, the Parks Fund is able to transfer \$4.7 million to the Parks Reserve for Replacement Fund which will begin funding what is currently a large backlog of capital items that will eventually come due for replacement.

This projection does not take into account operations of a future community center. A separate operations study is currently under way which can be incorporated into future projections.

Public Safety Fund

The Public Safety fund is funded using a local operating tax levy of \$1.38 per \$1,000 of assessed value. The last tax levy was passed by voters in November 2024. This projection increases the FTE level by 1.0 in the second, fourth and fifth year of the projection to bring the total to 22. Although the \$1.38 per \$1,000 of assessed value does not change, as property is improved and annexed into the City the amount of taxes collected increases.

This fund has an annual operating surplus in the first three years and a deficit in the last two.

Library Fund

The projection shows an operating deficit in all 5 years, but that deficit is due to the amount transferred from the Library Fund to the Reserve for Replacement Fund.

The Library has 35 total employees, many of whom are used only on an 'on call' basis to fill in scheduling gaps. There are no additional FTE's in this projection.

The transfers in this projection to the Library Reserve for Replacement Fund are to pay back an interfund loan to the Parks SDC Fund. The loan funded the library expansion project.

Street Fund

With the passage of HB 2017, the City's share of gas tax state shared revenue increased from what it had historically been. Those increased have leveled off. Additional revenue from the gas station built in the fall of 2016 which collects and remits to the City the local gas tax of 2 cents per gallon help increase the amount we can allocate to the street reconstruction line. Additionally, half of the City's vehicle registration fee goes to the Street Fund.

With the increased funding, this projection shows \$1.3 million available for street reconstruction each year. This puts the City on target for maintaining its current average of 82 paving quality index.

Pedestrian Improvement Projects (PIP) Fund

The expenditures in this fund will be for livability improvements such as bike path and sidewalk projects. In February 2019, the Clackamas County Board of Commissioners approved a countywide vehicle registration fee (VRF). The City began receiving this revenue in the 2019-20 fiscal year.

With the increased funding, this projection shows \$400 to \$500 thousand in each year of the projection available for pedestrian pathways.

Reserve Funds

Policy 13.04 Budget & Contingency defines conditions for the expenditure of reserve funds as well as the appropriate amount to accumulate in each fund.

The Reserve for General Operations Fund was established to offset the cyclical nature of the economy. The target level of this fund is discussed annually during the budget process and is guided by Council policy. In 2019-20 the City spent \$1.6 million from this fund to create a PERS side account which will help curb future PERS rate increases.

The Reserve for Replacement Funds (General, Library, Street) are the long-term capital replacement plan for assets. A schedule for replacement of assets is used to determine the fund balance. The schedule considers replacement cost and service life of assets to determine the amount of revenue necessary to allow for replacement in the year required. Expenditures are based on the replacement schedule which is reviewed on an ongoing basis and revised when required.



General Fund

General Fund

	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Revenue	12,480,000	12,866,940	14,148,210	15,051,903	15,968,126
Expenditures	10,136,740	10,726,133	11,666,999	12,349,503	13,074,298
Transfers Out	3,500,000	3,500,000	2,500,000	2,500,000	2,500,000
Annual Operating Surplus/(Shortfall)	(1,156,740)	(1,359,193)	(18,789)	202,400	393,828
Beginning Fund Balance - BFB	5,455,052	4,298,312	2,939,119	2,920,330	3,122,729
Ending Fund Balance - EFB	4,298,312	2,939,119	2,920,330	3,122,729	3,516,558



General Fund

	Preceding 2022-23	Preceding 2023-24	Adopted Budget 2024-25	Estimate 2024-25	Projection Year 1 2025-26	Projection Year 2 2026-27	Projection Year 3 2027-28	Projection Year 4 2028-29	Projection Year 5 2029-30
Revenues									
User Related Fees	2,965,155	3,023,962	3,150,000	3,150,000	3,228,000	3,324,840	3,424,585	3,527,323	3,633,142
Development Fees	2,073,749	2,162,694	1,450,000	2,200,000	1,950,000	1,962,000	2,850,000	3,374,000	3,898,720
Urban Renewal Admin Fee	162,938	247,042	320,000	300,000	350,000	400,000	450,000	475,000	500,000
Municipal Court	598,198	733,211	620,000	800,000	720,000	741,600	763,848	786,763	810,366
Intergovernmental	3,784,999	3,662,985	3,760,400	3,800,000	3,854,000	3,989,160	4,136,956	4,290,312	4,449,437
Misc Revenue	1,870,345	2,092,134	2,205,000	2,255,000	2,378,000	2,449,340	2,522,820	2,598,505	2,676,460
Total Revenues	11,455,384	11,922,028	11,505,400	12,505,000	12,480,000	12,866,940	14,148,210	15,051,903	15,968,126
Requirements									
Personnel Services	1,916,356	2,088,066	2,486,100	2,410,000	2,548,500	2,695,185	2,970,552	3,141,931	3,323,478
Materials and Services	1,395,762	1,470,484	1,700,000	1,555,000	1,675,000	1,792,250	1,917,708	2,051,947	2,195,583
Total Administration	3,312,118	3,558,550	4,186,100	3,965,000	4,223,500	4,487,435	4,888,260	5,193,878	5,519,061
Personnel Services	1,210,716	1,280,680	1,301,700	1,295,000	1,370,150	1,449,786	1,534,182	1,623,631	1,718,445
Materials and Services	58,150	55,799	80,000	60,000	70,000	74,900	80,143	85,753	91,756
Total Com Svcs / Public Sfty	1,268,866	1,336,479	1,381,700	1,355,000	1,440,150	1,524,686	1,614,325	1,709,384	1,810,201
Personnel Services	3,047,948	2,823,988	3,379,900	2,970,000	3,141,500	3,323,185	3,620,677	3,830,587	4,053,013
Materials and Services	505,192	270,519	390,000	340,000	390,000	392,800	395,796	399,002	402,432
Total Eco & Com Dev	3,553,140	3,094,507	3,769,900	3,310,000	3,531,500	3,715,985	4,016,473	4,229,589	4,455,445
Personnel Services	589,084	565,623	678,000	621,000	746,590	789,377	924,686	977,769	1,033,985
Materials and Services	193,019	164,311	230,000	164,000	195,000	208,650	223,256	238,883	255,605
Total Public Works	782,103	729,934	908,000	785,000	941,590	998,027	1,147,942	1,216,652	1,289,591
Transfers									
To Reserve for Replacement Fund	500,000	500,000	600,000	600,000	500,000	500,000	500,000	500,000	500,000
To Facility Cap Project Fund	4,700,000	2,500,000	3,200,000	3,200,000	3,000,000	3,000,000	2,000,000	2,000,000	2,000,000
Total Transfers	5,200,000	3,000,000	3,800,000	3,800,000	3,500,000	3,500,000	2,500,000	2,500,000	2,500,000
Total Requirements	14,116,227	11,719,470	14,045,700	13,215,000	13,636,740	14,226,133	14,166,999	14,849,503	15,574,298
Annual operating surplus/(deficit)	(2,660,843)	202,558	(2,540,300)	(710,000)	(1,156,740)	(1,359,193)	(18,789)	202,400	393,828
Beginning Fund Balance	8,623,336	5,962,494	6,079,493	6,165,052	5,455,052	4,298,312	2,939,119	2,920,330	3,122,729
Ending Fund Balance	5,962,493	6,165,052	3,539,193	5,455,052	4,298,312	2,939,119	2,920,330	3,122,729	3,516,558
Contingency % (incl transfers out)	30%	34%	20%	29%	24%	17%	17%	17%	18%

Assumptions

6% Wages
7% Benefits
7% M&S

Personnel additions

Administration
1.0 FTE in Y3

Public Works
1.0 FTE in Y3

Revenue

User Related Fees - Right of Way Fees, and User Related Fees
Development Fees - Planning, Engineering, and Building Fees, SDC Compliance, UR Admin
Municipal Court - Court Fines and Court Related Revenue
Intergovernmental - Property Taxes, State Shared Revenue, and Intergovernmental Revenue
Misc Revenue - Transfers In and Miscellaneous Revenue
Community Services and Public Safety
No additions.

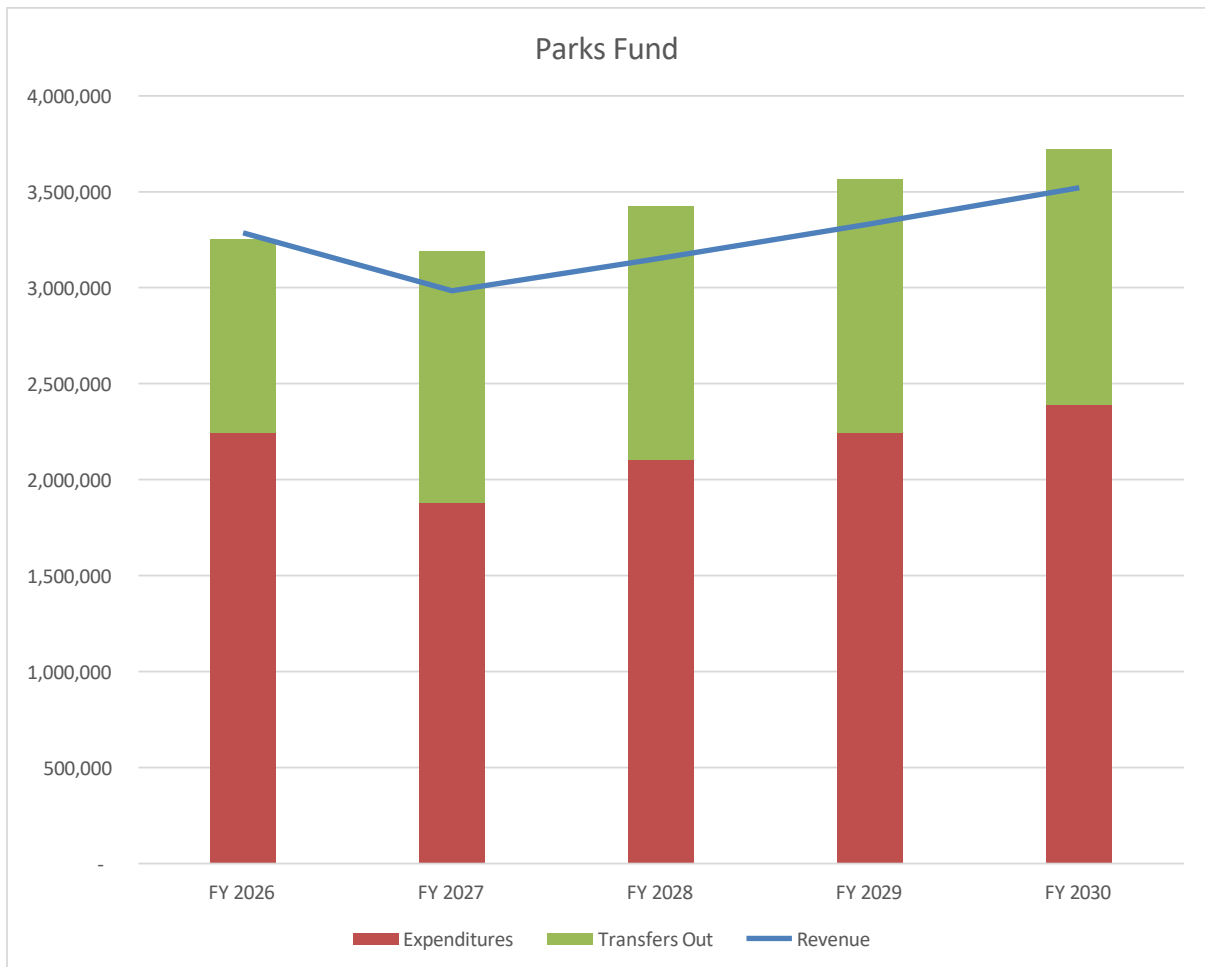
Economic & Community Development
1.0 FTE in Y3



Parks Fund

Parks Fund

	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Revenue	3,286,600	2,984,646	3,153,736	3,332,672	3,522,036
Expenditures	2,242,200	1,879,356	2,104,129	2,243,579	2,392,321
Transfers Out	1,010,000	1,310,000	1,320,000	1,320,000	1,330,000
Annual Operating Surplus/(Shortfall)	34,400	(204,710)	(270,393)	(230,907)	(200,285)
Beginning Fund Balance - BFB	1,534,659	1,569,059	1,364,349	1,093,956	863,049
Ending Fund Balance - EFB	1,569,059	1,364,349	1,093,956	863,049	662,764



Parks Fund

	Preceding 2022-23	Preceding 2023-24	Adopted Budget 2024-25	Estimate 2024-25	Projection Year 1 2025-26	Projection Year 2 2026-27	Projection Year 3 2027-28	Projection Year 4 2028-29	Projection Year 5 2029-30
Property Taxes	2,074,301	2,212,022	2,353,200	2,360,000	2,501,600	2,651,696	2,810,798	2,979,446	3,158,212
User Related Fees	106,168	128,527	155,000	150,000	165,000	178,450	183,804	189,318	194,997
Intergovernmental	-	-	-	-	-	-	-	-	-
Misc Revenue	80,146	174,029	100,000	175,000	150,000	154,500	159,135	163,909	168,826
Grant Revenue	57,412	91,978	625,000	650,000	470,000	-	-	-	-
Transfer in from General Fund	-	-	-	-	-	-	-	-	-
Total Revenue	2,318,027	2,606,556	3,233,200	3,335,000	3,286,600	2,984,646	3,153,736	3,332,672	3,522,036
Requirements									
Personnel Services	283,476	394,519	570,000	490,000	606,300	644,925	786,025	836,109	889,403
Materials and Services	373,948	424,258	1,175,000	865,000	985,000	540,550	578,389	618,876	662,197
Total Operations	657,424	818,777	1,745,000	1,355,000	1,591,300	1,185,475	1,364,413	1,454,985	1,551,600
Personnel Services	293,216	300,678	390,600	330,000	375,900	399,631	424,868	451,708	480,252
Materials and Services	206,313	224,556	285,000	240,000	275,000	294,250	314,848	336,887	360,469
Total Programming	499,529	525,234	675,600	570,000	650,900	693,881	739,716	788,595	840,721
Non Departmental	2,068	-	10,000	-	-	-	-	-	-
Transfers									
To General Fund	245,000	270,000	300,000	300,000	310,000	310,000	320,000	320,000	330,000
To Parks Res for Replacement	800,000	525,000	700,000	700,000	700,000	1,000,000	1,000,000	1,000,000	1,000,000
To Park Capital Fund	-	-	-	-	-	-	-	-	-
Total Transfers	1,045,000	795,000	1,000,000	1,000,000	1,010,000	1,310,000	1,320,000	1,320,000	1,330,000
Total Requirements	2,204,021	2,139,011	3,430,600	2,925,000	3,252,200	3,189,356	3,424,129	3,563,579	3,722,321
Operating surplus/(deficit)	114,006	467,545	(197,400)	410,000	34,400	(204,710)	(270,393)	(230,907)	(200,285)
Beginning Fund Balance	543,108	657,114	987,114	1,124,659	1,534,659	1,569,059	1,364,349	1,093,956	863,049
Ending Fund Balance	657,114	1,124,659	789,714	1,534,659	1,569,059	1,364,349	1,093,956	863,049	662,764
Contingency % (incl transfers out)	24%	40%	18%	38%	33%	30%	24%	19%	15%

Assumptions

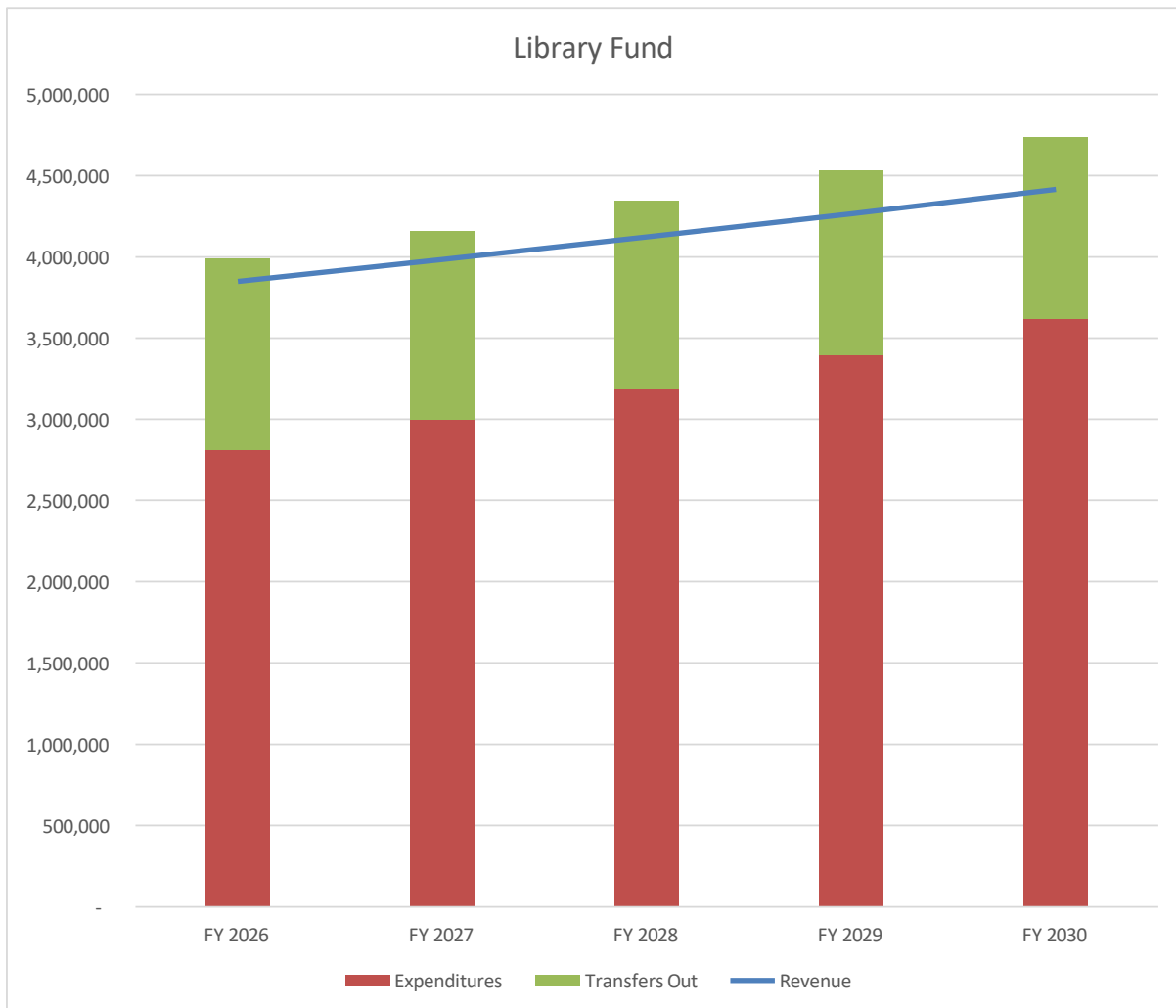
6% Wages	Personnel additions
7% Benefits	Operations - 1.0 FTE in Y3
7% M&S	
3% Revenue	Revenue
6% Taxes	User Related Fees - User Related, Program Fees, Events Revenue
	Misc Revenue - Misc, Grant Revenue, Transfers



Library Fund

Library Fund

	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Revenue	3,849,000	3,983,400	4,122,504	4,266,477	4,415,488
Expenditures	2,812,400	2,995,170	3,189,888	3,397,340	3,618,363
Transfers Out	1,180,000	1,160,000	1,155,000	1,135,000	1,115,000
Annual Operating Surplus/(Shortfall)	(143,400)	(171,770)	(222,384)	(265,863)	(317,874)
Beginning Fund Balance - BFB	1,286,988	1,143,588	971,818	749,434	483,571
Ending Fund Balance - EFB	1,143,588	971,818	749,434	483,571	165,697



Library Fund

	Preceding 2022-23	Preceding 2023-24	Adopted Budget 2024-25	Estimate 2024-25	Projection Year 1 2025-26	Projection Year 2 2026-27	Projection Year 3 2027-28	Projection Year 4 2028-29	Projection Year 5 2029-30
Total Revenue	<u>3,551,947</u>	<u>3,689,562</u>	<u>3,694,000</u>	<u>3,769,000</u>	<u>3,849,000</u>	<u>3,983,400</u>	<u>4,122,504</u>	<u>4,266,477</u>	<u>4,415,488</u>
Requirements									
Personnel Services	1,783,855	1,782,461	2,200,000	2,040,000	2,162,400	2,299,670	2,445,703	2,601,062	2,766,345
Materials and Services	<u>564,321</u>	<u>556,012</u>	<u>695,000</u>	<u>635,000</u>	<u>650,000</u>	<u>695,500</u>	<u>744,185</u>	<u>796,278</u>	<u>852,017</u>
Total Operations	<u>2,348,176</u>	<u>2,338,473</u>	<u>2,895,000</u>	<u>2,675,000</u>	<u>2,812,400</u>	<u>2,995,170</u>	<u>3,189,888</u>	<u>3,397,340</u>	<u>3,618,363</u>
Transfers									
To General Fund	520,000	570,000	627,000	627,000	690,000	690,000	700,000	700,000	700,000
To Reserve for Replacement Fund	<u>700,000</u>	<u>600,000</u>	<u>600,000</u>	<u>600,000</u>	<u>490,000</u>	<u>470,000</u>	<u>455,000</u>	<u>435,000</u>	<u>415,000</u>
Total Transfers	<u>1,220,000</u>	<u>1,170,000</u>	<u>1,227,000</u>	<u>1,227,000</u>	<u>1,180,000</u>	<u>1,160,000</u>	<u>1,155,000</u>	<u>1,135,000</u>	<u>1,115,000</u>
Total Requirements	<u>3,568,176</u>	<u>3,508,473</u>	<u>4,122,000</u>	<u>3,902,000</u>	<u>3,992,400</u>	<u>4,155,170</u>	<u>4,344,888</u>	<u>4,532,340</u>	<u>4,733,363</u>
Operating surplus/(deficit)	(16,229)	181,089	(428,000)	(133,000)	(143,400)	(171,770)	(222,384)	(265,863)	(317,874)
Beginning Fund Balance	<u>1,255,128</u>	<u>1,238,899</u>	<u>1,407,899</u>	<u>1,419,988</u>	<u>1,286,988</u>	<u>1,143,588</u>	<u>971,818</u>	<u>749,434</u>	<u>483,571</u>
Ending Fund Balance	<u><u>1,238,899</u></u>	<u><u>1,419,988</u></u>	<u><u>979,899</u></u>	<u><u>1,286,988</u></u>	<u><u>1,143,588</u></u>	<u><u>971,818</u></u>	<u><u>749,434</u></u>	<u><u>483,571</u></u>	<u><u>165,697</u></u>
Contingency % (incl transfers out)	26%	29%	19%	25%	22%	19%	15%	10%	3%

Assumptions

3% Revenue
3.5% District Rev
6% Wages
7% Benefits
7% M&S

Personnel additions

No additions

Revenue

Intergovernmental Revenue from Library District, User Related Fees, Grants, Interest, and Miscellaneous Revenue



Street Fund

Street Fund

	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Revenue	2,689,000	2,767,270	2,847,888	2,930,925	3,016,452
Expenditures	2,317,440	2,395,905	2,669,697	2,754,829	2,945,695
Transfers Out	360,000	360,000	370,000	370,000	380,000
Annual Operating Surplus/(Shortfall)	11,560	11,365	(191,809)	(193,904)	(309,243)
Beginning Fund Balance - BFB	811,001	822,561	833,926	642,118	448,213
Ending Fund Balance - EFB	822,561	833,926	642,118	448,213	138,970



Street Fund

	Preceding 2022-23	Preceding 2023-24	Adopted Budget 2024-25	Estimate 2024-25	Projection Year 1 2025-26	Projection Year 2 2026-27	Projection Year 3 2027-28	Projection Year 4 2028-29	Projection Year 5 2029-30
Revenue									
Intergovernmental Revenue	2,061,788	2,165,953	2,325,000	2,180,000	2,245,400	2,312,762	2,382,145	2,453,609	2,527,217
Vehicle Registration Fee	234,625	246,771	260,000	240,000	240,000	247,200	254,616	262,254	270,122
Local Revenues	119,342	123,078	120,000	120,000	123,600	127,308	131,127	135,061	139,113
Misc Revenue	71,828	134,753	100,000	80,000	80,000	80,000	80,000	80,000	80,000
Total Revenue	2,487,583	2,670,555	2,805,000	2,620,000	2,689,000	2,767,270	2,847,888	2,930,925	3,016,452
Requirements									
Personnel Services	372,349	418,788	504,800	472,000	512,440	555,555	691,522	736,182	783,744
Materials and Services	1,795,407	1,730,277	2,262,000	1,451,000	1,805,000	1,840,350	1,978,175	2,018,647	2,161,952
Transfers	300,000	320,000	340,000	340,000	360,000	360,000	370,000	370,000	380,000
Total Requirements	2,467,756	2,469,065	3,106,800	2,263,000	2,677,440	2,755,905	3,039,697	3,124,829	3,325,695
Operating surplus/(deficit)	19,827	201,490	(301,800)	357,000	11,560	11,365	(191,809)	(193,904)	(309,243)
Beginning Fund Balance	232,684	252,511	796,085	454,001	811,001	822,561	833,926	642,118	448,213
Ending Fund Balance	252,511	454,001	494,285	811,001	822,561	833,926	642,118	448,213	138,970
Contingency % (incl transfers out)	9%	16%	14%	26%	24%	23%	17%	13%	4%

Assumptions

Revenue	3%
Wages	6%
Benefits	7%
M&S	7%

Revenue

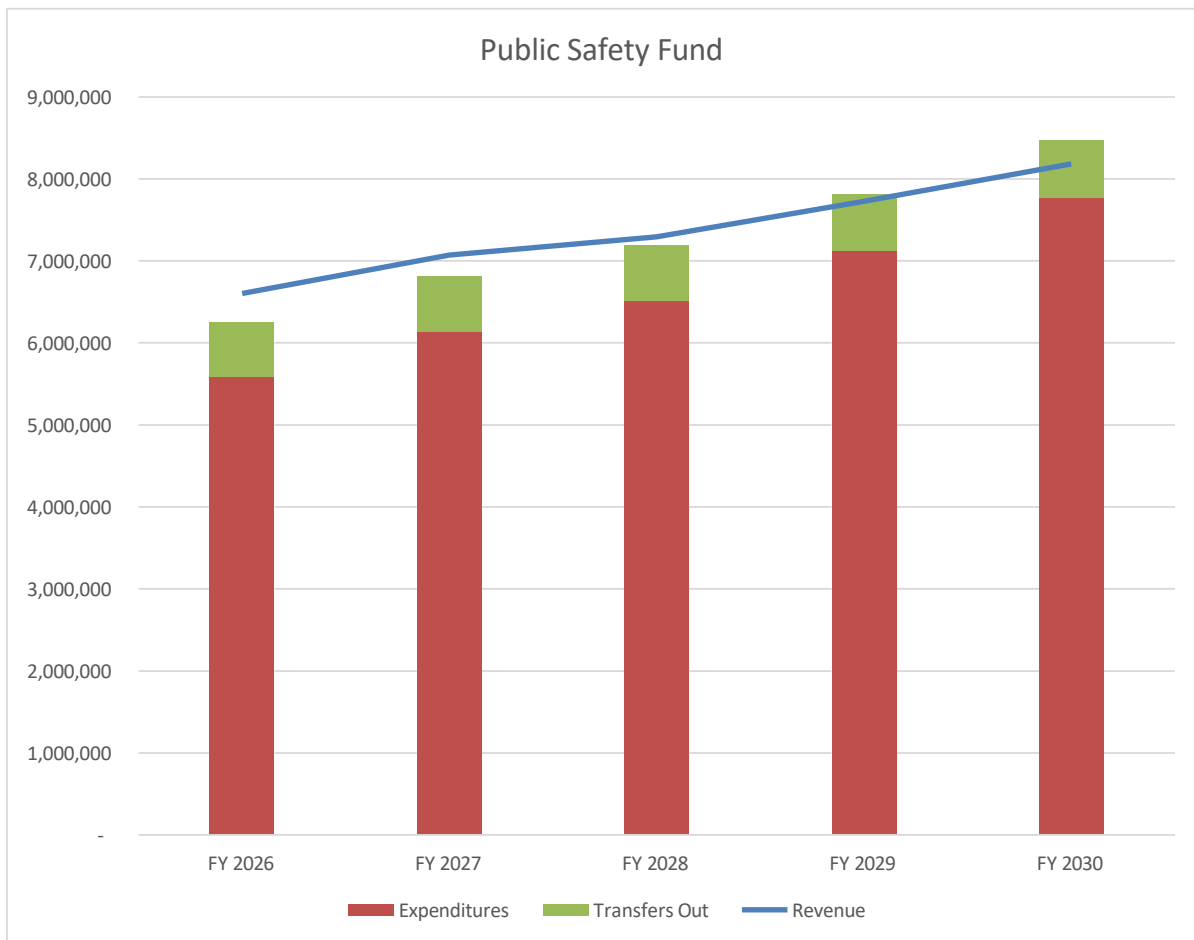
Intergovernmental Revenue - IGA Revenue and State Shared Revenues
 Local Revenues - Local Fuel Tax
 Misc Revenue - Interest and any reimbursements for street projects



Public Safety Fund

Public Safety Fund

	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Revenue	6,602,400	7,069,544	7,293,737	7,725,361	8,182,882
Expenditures	5,586,600	6,143,080	6,513,039	7,125,291	7,774,381
Transfers Out	665,000	670,000	675,000	690,000	700,000
Annual Operating Surplus/(Shortfall)	350,800	256,464	105,698	(89,930)	(291,499)
Beginning Fund Balance - BFB	2,486,657	2,837,457	3,093,921	3,199,619	3,109,689
Ending Fund Balance - EFB	2,837,457	3,093,921	3,199,619	3,109,689	2,818,190



Public Safety Fund

	Preceding 2022-23	Preceding 2023-24	Adopted Budget 2024-25	Estimate 2024-25	Projection Year 1 2025-26	Projection Year 2 2026-27	Projection Year 3 2027-28	Projection Year 4 2028-29	Projection Year 5 2029-30
Total Revenue	5,301,020	5,652,944	6,472,000	6,290,000	6,602,400	7,069,544	7,293,737	7,725,361	8,182,882
Requirements									
Personel Services	114,885	127,698	294,900	290,000	308,600	328,400	349,478	371,917	395,805
Materials and Services	4,550,531	4,943,867	5,700,000	4,968,000	5,278,000	5,814,680	6,163,561	6,753,374	7,378,577
Capital Outlay	-	-	10,000	-	-	-	-	-	-
Transfers	515,000	550,000	605,000	605,000	665,000	670,000	675,000	690,000	700,000
Total Requirements	5,180,416	5,621,565	6,609,900	5,863,000	6,251,600	6,813,080	7,188,039	7,815,291	8,474,381
Operating surplus/(deficit)	120,604	31,379	(137,900)	427,000	350,800	256,464	105,698	(89,930)	(291,499)
Beginning Fund Balance	1,644,133	1,854,373	2,100,373	2,059,657	2,486,657	2,837,457	3,093,921	3,199,619	3,109,689
Ending Fund Balance	1,764,737	1,885,752	1,962,473	2,486,657	2,837,457	3,093,921	3,199,619	3,109,689	2,818,190
Contingency % (incl transfers out)	25%	25%	23%	30%	31%	31%	31%	28%	25%

Assumptions

M&S	6.0%
Police Personnel	6.0%
Taxes	6.0%

Personnel additions

Added one officer in Y2 Y4 and Y5.

Each additional officer increases Police Contract by \$220,000

Revenue

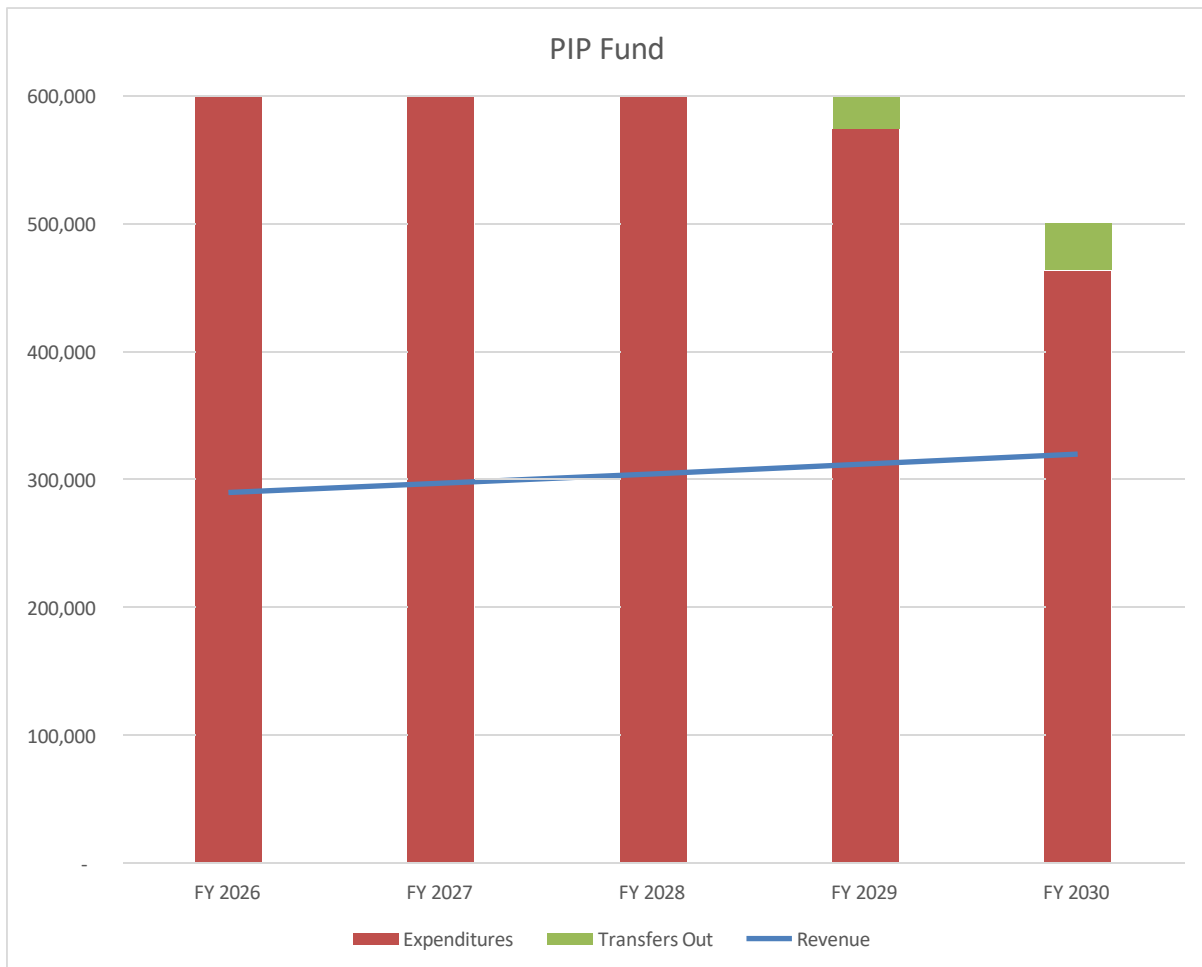
Property Taxes, Contract Reconciliation Amounts, and Interest



Pedestrian Improvement Projects Fund

PIP Fund

	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Revenue	290,000	297,200	304,616	312,254	320,122
Expenditures	650,000	657,500	665,375	573,644	463,120
Transfers Out	35,000	35,000	35,000	40,000	40,000
Annual Operating Surplus/(Shortfall)	(395,000)	(395,300)	(395,759)	(301,389)	(182,998)
Beginning Fund Balance - BFB	1,670,446	1,275,446	880,146	484,387	182,998
Ending Fund Balance - EFB	1,275,446	880,146	484,387	182,998	(0)



Pedestrian Improvement Projects (PIP) Fund

	Preceding 2022-23	Preceding 2023-24	Adopted Budget 2024-25	Estimate 2024-25	Projection Year 1 2025-26	Projection Year 2 2026-27	Projection Year 3 2027-28	Projection Year 4 2028-29	Projection Year 5 2029-30
Revenue									
Misc Revenue	32,362	55,034	50,000	50,000	50,000	50,000	50,000	50,000	50,000
County VRF	234,625	246,771	260,000	240,000	240,000	247,200	254,616	262,254	270,122
Total Revenue	<u>266,987</u>	<u>301,805</u>	<u>310,000</u>	<u>290,000</u>	<u>290,000</u>	<u>297,200</u>	<u>304,616</u>	<u>312,254</u>	<u>320,122</u>
Requirements									
Materials and Services	20,195	60	100,000	100,000	150,000	157,500	165,375	173,644	182,326
Capital Outlay	-	400,653	1,789,354	50,000	500,000	500,000	500,000	400,000	280,794
Transfers	<u>28,000</u>	<u>30,000</u>	<u>33,000</u>	<u>33,000</u>	<u>35,000</u>	<u>35,000</u>	<u>35,000</u>	<u>40,000</u>	<u>40,000</u>
Total Requirements	<u>48,195</u>	<u>430,713</u>	<u>1,922,354</u>	<u>183,000</u>	<u>685,000</u>	<u>692,500</u>	<u>700,375</u>	<u>613,644</u>	<u>503,120</u>
Operating surplus/(deficit)	218,792	(128,908)	(1,612,354)	107,000	(395,000)	(395,300)	(395,759)	(301,389)	(182,998)
Beginning Fund Balance	<u>1,473,562</u>	<u>1,692,354</u>	<u>1,612,354</u>	<u>1,563,446</u>	<u>1,670,446</u>	<u>1,275,446</u>	<u>880,146</u>	<u>484,387</u>	<u>182,998</u>
Ending Fund Balance	<u>1,692,354</u>	<u>1,563,446</u>	<u>-</u>	<u>1,670,446</u>	<u>1,275,446</u>	<u>880,146</u>	<u>484,387</u>	<u>182,998</u>	<u>(0)</u>
Contingency % (incl transfers out)	97%	78%	0%	90%	65%	56%	41%	23%	0%

Assumptions

Vehicle Registration Fee	3%
Materials and Services	5%