

# City of Metolius

## Budget Document

2019-20



City of Metolius  
636 Jefferson Avenue  
Metolius, OR 97741

Phone: 541-546-5533  
Fax: 541-546-8809  
Email: metolius1911@gmail.com

## 2019-20 BUDGET MESSAGE

April 16, 2019

The following 2019-20 proposed budget for the City of Metolius is hereby submitted for your consideration.

Listed are the actual expenditures for the 2016-17 and 2017-18 fiscal years. The current years budgeted amounts are also included. The proposed 2019-20 budget would provide for the continuation of the services currently being provided.

The City of Metolius uses a modified accrual basis of accounting utilizing a General Fund with department funding and enterprise funds for the Depot, Property, Irrigation Funds, Revenue Sharing, Sewer Funds, and Streets.

Consistent with last year, the payroll sheet is a summary sheet of all the fund's payroll expenses. The payroll is calculated using the actual time each employee spent working in each fund during the prior fiscal year. This percentage is then allocated to each fund. This allows the city to assure that each fund is charged its "fair share" of payroll expense. The City Council moved to hire a temporary maintenance position starting July 1<sup>st</sup>, 2019 through September 30<sup>th</sup>, 2019. (Percentages have been rounded to the nearest whole number.)

The estimated resources and expenditures are subject to change but is the "best guess" in regard to the figures available at this time. The figures presented allow for the normal operation and maintenance of the City of Metolius.

The City will continue to contract with Jefferson County to provide police services for the 2019-20 fiscal year. This agreement seems to be working well for both sides. The City of Metolius receives 47 hours of monthly patrol services for an annual fee of \$27,500.00. With our monthly patrol hours, combined with Culver's patrol hours, the sheriff's office is able to dedicate one officer to patrol both Metolius and Culver.

The City of Metolius has a loan through Business Oregon that is scheduled to be paid off this year. The scheduled payment is due in November 2019. My suggestion to the Budget Committee would be to pay this off July 1<sup>st</sup>, 2019 and save the City between \$700.00 and \$800.00 in interest.

The City staff has worked very hard to limit the proposed expenditures to those that are necessary to effectively maintain the City. I believe, when you are finished making your recommendations, you will have a budget document that will satisfy the residents of this city.

Respectfully submitted,

Tasha Alegre  
Budget Officer

**City of Metolius 2019-20 Budget Document  
Budget Document Summary Sheet**

This **Summary Sheet** lists the total projected income and expenses for the 2019-20 fiscal year.

	<b>Resources</b>	<b>Requirements</b>
<b>Gen. Fund</b>		
Administration	110,061.00	110,061.00
Community Development	115,062.20	115,062.20
Maintenance Dept.	83,708.50	83,708.50
Parks Dept.	29,499.00	29,499.00
Public Safety Dept.	39,315.80	39,315.80
Contingency	42,500.00	42,500.00
Ending Fund Balance Carry Over	6,565.00	6,565.00
<b>Total Gen. Fund</b>	<b>426,711.50</b>	<b>426,711.50</b>
Sewer Operating Fund	263,561.55	263,561.55
Irrigation Operating Fund	71,879.80	71,879.80
Sewer Bond Fund	200.00	200.00
Irrigation Reserve Fund	40,555.00	40,555.00
Sewer Reserve Fund	86,591.85	86,591.85
Depot Fund	21,700.00	21,700.00
Streets Fund	180,554.00	180,554.00
Revenue Sharing Fund	51,652.00	51,652.00
SDC Sewer Program	51,214.80	51,214.80
SDC Transportation	57,200.00	57,200.00
SDC Parks	33,080.00	33,080.00
SDC Irrigation	17,050.00	17,050.00
Property Fund	17,760.00	17,760.00
Ending Fund Balance Carry Over	33,008.00	33,008.00
<b>Total</b>	<b>926,007.00</b>	<b>926,007.00</b>
<b>Total Budget</b>	<b>1,352,718.50</b>	<b>1,352,718.50</b>

City of Metolius 2019-20 Budget Document  
General Fund - General Fund Income

The income is from taxes, franchise fees, liquor taxes, cigarette taxes, business licenses and rent from city property. The income is disbursed to City Administration, Community Development, Maintenance, Parks and Police Services.

2 yr. Prior 2015-16	1 yr. Prior 2016-17	Current Year 2017-18	Line Item Descriptions	Proposed by staff	Approved by Committee	Adopted by Council
345,266.42	234,638.73	178,667.00	<b>Beginning Balance</b>	231,858.50		
			<b>Taxes: This revenue is estimated by the County.</b>			
88,818.05	87,200.00	103,295.30	Current Year	120,003.00		
3,200.36	3,000.00	3,200.00	Prior Year	3,200.00		
1,612.12	1,500.00	1,700.00	Hotel/Motel	1,700.00		
	-6,104.00	0.00	Uncollectable (Co. estimate)		0.00	0.00
<b>93,630.53</b>	<b>85,596.00</b>	<b>108,195.30</b>	<b>Total Taxes - G.F.</b>	<b>124,903.00</b>	<b>0.00</b>	<b>0.00</b>
			<b>Franchise Fees: This is paid to the City on a percent of their gross collected within the city.</b>			
1,540.71	1,600.00	1,600.00	Cascade Natl. Gas	1,600.00		
2,404.17	2,400.00	2,500.00	Crestview Cable	3,000.00		
1,882.99	1,000.00	1,800.00	Madras Sanitary	1,800.00		
28,476.24	25,000.00	29,000.00	Pac. Power	29,000.00		
1,269.57	1,400.00	1,300.00	Qwest	1,300.00		
<b>35,573.68</b>	<b>31,400.00</b>	<b>36,200.00</b>	<b>Total Franchise Fees</b>	<b>36,700.00</b>	<b>0.00</b>	<b>0.00</b>
			<b>Business Licenses</b>			
1,027.00	800.00	800.00	Business Licenses	1,000.00		
250.00	250.00	250.00	Soc. Gaming	250.00		
<b>1,277.00</b>	<b>1,050.00</b>	<b>1,050.00</b>	<b>Total Bus. Licenses</b>	<b>1,250.00</b>	<b>0.00</b>	<b>0.00</b>
			<b>Other Gov. Revenue (This figure is based on the city population and mandated from the state.)</b>			
1,207.55	887.80	1,200.00	Cigarette Tax	1,000.00		
10,135.60	9,379.48	10,000.00	Liquor Tax	11,000.00		
<b>11,343.15</b>	<b>10,267.28</b>	<b>11,200.00</b>	<b>Total Other Gov. Revenue</b>	<b>12,000.00</b>	<b>0.00</b>	<b>0.00</b>
			<b>Other Income</b>			
7,048.96	3,000.00	6,700.00	Interest	9,500.00		
0.00	25.00	0.00	Rent City Hall			
3,789.42	120.00	14,400.00	Rent City Property	3,500.00		
12,363.08	7,000.00	7,000.00	Refunds, Rebates	7,000.00		
<b>23,201.46</b>	<b>10,145.00</b>	<b>28,100.00</b>	<b>Total Other Income</b>	<b>20,000.00</b>	<b>0.00</b>	<b>0.00</b>
<b>510,292.24</b>	<b>373,097.01</b>	<b>363,412.30</b>	<b>General Fund Total</b>	<b>426,711.50</b>	<b>0.00</b>	<b>0.00</b>

City of Metolius 2019-20 Budget Document  
General Fund - Administration

This is a department of the General Fund. Administration receives money from the Gen. Fund and pays for the operating expenses of the city including attorney, audit and other government requirements. Staff time for the council meetings and general government is paid through this department as well as council training and related expenses.

2 yr. Prior 2016-17	1 yr. Prior 2017-18	Adopted for 2018-19	Line Item Descriptions	Proposed by staff	Approved by Committee	Adopted by Council
			<b>INCOME</b>			
	4,239.68		Solar Camping Fees			
98,788.08	84,926.67	108,299.00	General Fund Support	110,061.00		
<b>98,788.08</b>	<b>89,166.35</b>	<b>108,299.00</b>	<b>Total Income</b>	<b>110,061.00</b>	<b>0.00</b>	<b>0.00</b>
			<b>EXPENSES</b>			
			<b>Personnel Services</b>			
21,523.90	21,069.73	23,462.85	Benefits	15,000.00		
33,403.30	30,573.79	36,129.01	Recorder - 85%	32,393.50		
6,110.88	8,784.67	6,267.65	Clerk - 55%	8,662.50		
<b>61,038.08</b>	<b>60,428.19</b>	<b>65,859.51</b>	<b>Total Personnel</b>	<b>56,056.00</b>		
			<b>Materials &amp; Services</b>			
3,055.00	7,318.58	4,559.49	Attorney Fees (50%)	7,500.00		
2,500.00	377.00	3,150.00	Audit (25%)	3,275.00		
135.00	135.00	150.00	Chamber of Commerce	150.00		
3,853.58	826.00	2,000.00	Community Relations	500.00		
0.00	0.00	0.00	Spike and Rail	5,500.00		
0.00	0.00	0.00	Easter Egg Hunt	200.00		
0.00	0.00	0.00	Santa's Workshop	300.00		
0.00	0.00	0.00	Christmas Party	300.00		
0.00	0.00	0.00	Haloween Party	150.00		
340.00	7,088.00	2,900.00	Conferences	4,000.00		
1,741.17	1,123.00	1,300.00	Dues/Subscriptions	1,500.00		
0.00	227.00	200.00	COIC Dues	250.00		
882.55	199.00	1,000.00	Education	1,000.00		
0.00	2,259.00	1,600.00	Equipment	1,000.00		
536.42	1,072.00	530.00	Heat	1,000.00		
16,958.30	671.00	13,000.00	Insurance	13,500.00		
957.35	1,504.00	700.00	Legal Notices	1,500.00		
0.00	0.00	0.00	Licenses/Fees/Permits	700.00		
1,285.23	2,202.00	1,800.00	Maintenance Agreement	1,700.00		
56.15	790.00	250.00	Postage	300.00		
742.58	2,250.00	1,000.00	Power	1,500.00		
746.87	766.00	50.00	Service Charges	500.00		
0.00	7,092.00	0.00	Solar Eclipse	0.00		
179.33	1,100.00	1,500.00	Supplies - City Hall	1,000.00		
1,056.43	1,650.00	1,000.00	Supplies - Office	2,000.00		
491.00	600.00	700.00	Surety Bonds	700.00		
897.15	2,710.00	3,470.00	Telephone/ Internet	2,500.00		
921.68	1,400.00	1,000.00	Travel	1,000.00		
271.88	155.00	180.00	Website	180.00		
343.00	443.00	400.00	Water	300.00		
<b>37,950.67</b>	<b>43,957.58</b>	<b>42,439.49</b>	<b>Mat. &amp; Serve. Total</b>	<b>54,005.00</b>		
<b>98,988.75</b>	<b>104,385.77</b>	<b>108,299.00</b>	<b>Total Expenditures</b>	<b>110,061.00</b>	<b>0.00</b>	<b>0.00</b>
<b>-200.67</b>	<b>-15,219.42</b>	<b>0.00</b>	<b>Ending Fund Balance</b>	<b>0.00</b>		

City of Metolius 2019-20 Budget Document  
General Fund - Community Development

This is a department of the General Fund. **Community Development** receives money from the Gen. Fund and pays for the planning services of the city including Land Use and Planning Commission. We have a personal services contract with Tennison Engineering to provide technical services for the more complex land use issues. Most of the professional fees are reimbursed by the developers and receipted back through the fee income. Economic Development is now included in this fund as the Non-Departmental Fund is going away. The Economic Development line item is funded by some property that was given to the City by Jefferson County with the stipulation that if we sold the property that the proceeds would be used for economic development.

2 yr. Prior 2016-17	1 yr. Prior 2017-18	Current Year 2018-19	Line Item Descriptions	Proposed by staff	Approved by Committee	Adopted by Council
			<b>INCOME</b>			
		1,000.00	DLCD Grant	0.00		
200.00	1,050.00	200.00	Permits	200.00		
15,000.00	4,240.69	15,000.00	Fees	9,800.00		
5,291.25	104,280.18	98,653.00	General Fund Support	105,062.20		
<b>20,491.25</b>	<b>109,570.87</b>	<b>114,853.00</b>	<b>Total Income</b>	<b>115,062.20</b>		
			<b>EXPENSES</b>			
			<b>Personnel Services</b>			
848.14	444.22	495.00	Benefits	450.00		
1,953.19	719.39	850.00	Recorder - 2%	762.20		
<b>2,801.33</b>	<b>1,163.61</b>	<b>1,344.60</b>	<b>Total Personnel</b>	<b>1,212.20</b>		
			<b>Materials &amp; Services</b>			
0.00	2,000.00	2,600.00	Attorney Fees	2,500.00		
	0.00	98,000.00	Economic Development	98,000.00		
0.00	0.00	200.00	Education	500.00		
0.00	1,781.00	2,000.00	Jefferson Co EDCO	2,000.00		
220.88	138.00	400.00	Legal Notices	500.00		
0.00	0.00	200.00	Postage	200.00		
3,821.70	3,650.00	9,958.40	Professional fees	10,000.00		
10.50	117.00	150.00	Supplies - Office	150.00		
<b>4,053.08</b>	<b>7,686.00</b>	<b>113,508.40</b>	<b>Mat. &amp; Serve. Total</b>	<b>113,850.00</b>		
<b>6,854.41</b>	<b>8,849.61</b>	<b>114,853.00</b>	<b>Total Expenditures</b>	<b>115,062.20</b>	<b>0.00</b>	<b>0.00</b>
<b>13,636.84</b>	<b>100,721.26</b>	<b>0.00</b>	<b>Ending Fund Balance</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

City of Metolius 2019-20 Budget Document  
General Fund - Contingency

This is a department of the General Fund but it is used primarily for a contingency account. The contingency account was included in the Non-departmental Fund in the past, however, budget law does not allow Non-departmental funds within a budget.

2 yr. Prior 2016-17	1 yr. Prior 2017-18	Current Budget 2018- 19	Line Item Descriptions	Proposed by staff	Approved by Committee	Adopted by Council
			<b>INCOME</b>			
	42,750.42	40,309.00	General Fund Support	42,500.00		
<b>0.00</b>	<b>42,750.42</b>	<b>40,309.00</b>	<b>Total Income</b>	<b>42,500.00</b>		
			<b>EXPENSES</b>			
0.00	42,750.42	40,309.00	Contingency for Gen. Fund	42,500.00		
<b>0.00</b>	<b>42,750.42</b>	<b>40,309.00</b>	<b>Total Expenditures</b>	<b>42,500.00</b>		
<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>Ending Fund Balance</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

City of Metolius 2019-20 Budget Document  
General Fund - Maintenance Department

This is a department of the General Fund. **Maintenance** receives money from the Gen. Fund income and pays for the operation and upkeep of the city. Personnel services are estimated for the coming year.

2 yr. Prior 2016-17	1 yr. Prior 2017-18	Current Budget 2018-19	Line Item Descriptions	Proposed by staff	Approved by Committee	Adopted by Council
			<b>INCOME</b>			
0.00	0.00	200.00	Service Fees	0.00		
56,659.60	36,990.83	81,664.00	General Fund Support	83,708.50		
<b>56,659.60</b>	<b>36,990.83</b>	<b>81,864.00</b>	<b>Total Income</b>	<b>83,708.50</b>		
			<b>EXPENSES</b>			
			<b>Personnel Services</b>			
5,383.86	10,387.94	7,631.00	Benefits	7,525.00		
5,656.33	8,349.68	8,800.00	Maintenance - 25%	8,987.50		
0.00	0.00	0.00	Temp Maintenance	2,000.00		
4,339.10	6,269.21	7,100.00	Public Works - 15%	6,996.00		
<b>15,379.29</b>	<b>25,006.83</b>	<b>23,531.00</b>	<b>Payroll Total</b>	<b>25,508.50</b>		
			<b>Materials &amp; Services</b>			
436.44	719.00	700.00	Cell Phone/Radio	750.00		
0.00	0.00	8,500.00	Equipment Purchases	10,000.00		
981.59	600.00	1,500.00	Heat	500.00		
1,177.63	2,064.00	1,200.00	Power	2,000.00		
2,411.35	2,500.00	2,500.00	Refuse	3,000.00		
49.99	0.00	0.00	Solar Eclipse	0.00	0.00	0.00
111.61	40.00	600.00	Repairs - Depot	500.00		
24.98	490.00	9,533.00	Repairs - City Hall	3,000.00		
2,412.90	1,400.00	2,500.00	Repairs - Equipment	2,000.00		
97.95	770.00	800.00	Repairs - Shop	1,000.00		
717.73	500.00	800.00	Rug Maintenance	700.00		
795.05	711.00	900.00	Safety Supplies/Services	700.00		
1,554.77	600.00	1,500.00	Small Tools	2,000.00		
0.00	0.00	300.00	Street Light Maintenance	300.00		
1,429.83	1,500.00	1,500.00	Supplies - Shop	1,500.00		
9.69	50.00	0.00	Dump Truck Repair	0.00		
240.00	40.00	500.00	Water	250.00		
<b>12,451.51</b>	<b>11,984.00</b>	<b>33,333.00</b>	<b>Mat. &amp; Services. Total</b>	<b>28,200.00</b>	<b>0.00</b>	<b>0.00</b>
			<b>Capital Improvements</b>			
40,000.00		25,000.00	Vehicle Replacement	30,000.00		
28,828.80	0.00		Cost: VHLC RPLCMT			
11,171.20			Unused Balance			
0.00	0.00	0.00	Pole Barn/Fence			
<b>28,828.80</b>	<b>0.00</b>	<b>0.00</b>	<b>Ttl.Capital Improvements</b>	<b>30,000.00</b>	<b>0.00</b>	<b>0.00</b>
<b>56,659.60</b>	<b>36,990.83</b>	<b>81,864.00</b>	<b>Total Expenditures</b>	<b>83,708.50</b>	<b>0.00</b>	<b>0.00</b>
<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>Ending Fund Balance</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>



City of Metolius 2019-20 Budget Document  
General Fund - Public Safety

This is a department of the General Fund. The Public Safety Department receives money from the Gen. Fund as well as fines from citations and code violations. The department pays for the operation and salaries for the code enforcement and judge. The City contracts with the County for police protection.

2 yr. Prior 2016-17	1 yr. Prior 2017-18	Current Budget 2018-19	Line Item Descriptions	Proposed by staff	Approved by Committee	Adopted by Council
			<b>INCOME</b>			
4,513.00	3,000.00	5,400.00	Traffic Fines/Violations	3,000.00		
18,803.48	38,530.31	32,903.00	General Fund Support	36,315.80		
<b>23,316.48</b>	<b>41,530.31</b>	<b>38,303.00</b>	<b>Total Income</b>	<b>39,315.80</b>		
			<b>EXPENSES</b>			
			<b>Personnel Services</b>			
546.81	785.81	1,365.00	Benefits	1,300.00		
858.41	1,079.07	1,275.00	Recorder/ Code (3%)	1,143.30		
125.50	479.16	350.00	Code Clerk (3%)	472.50		
1,534.45	1,888.25	1,848.00	Judge (100%)	2,000.00		
18,166.72	26,552.58	27,500.00	County Contract	27,500.00		
<b>21,231.89</b>	<b>30,784.87</b>	<b>32,338.00</b>	<b>Total Personnel</b>	<b>32,415.80</b>	<b>0.00</b>	<b>0.00</b>
			<b>Materials &amp; Services</b>			
542.72	1,192.00	2,700.00	Abatement	2,500.00		
400.00	0.00	465.00	Education	1,000.00		
0.00	0.00	100.00	Equipment	100.00		
0.00	0.00	100.00	Equipment R&M	200.00		
0.00	0.00	0.00	Vehicle R&M	1,500.00		
515.40	204.00	500.00	Internet Access	200.00		
0.00	100.00	100.00	Judge's Expenses	100.00		
600.00	315.00	1,800.00	State Assessments	1,000.00		
26.47	770.00	200.00	Supplies	300.00		
<b>2,084.59</b>	<b>2,581.00</b>	<b>5,965.00</b>	<b>Total Mat. &amp; Services</b>	<b>6,900.00</b>	<b>0.00</b>	<b>0.00</b>
<b>23,316.48</b>	<b>33,365.87</b>	<b>38,303.00</b>	<b>Total Expenditures</b>	<b>39,315.80</b>	<b>0.00</b>	<b>0.00</b>
<b>0.00</b>	<b>8,164.44</b>	<b>0.00</b>	<b>Ending Fund Balance</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

City of Metolius 2019-20 Budget Document  
General Fund - Parks Department -

This is a department of the General Fund. The parks receive money from the Gen. Fund and pays for the operation and upkeep of the city parks and landscaping.

2 yr. Prior 2016-17	1 yr. Prior 2017-18	Current Budget 2018-19	Line Item Description	Proposed by staff	Approved by Committee	Adopted by Council
			<b>INCOME</b>			
22,527.40	25,462.28	27,635.00	General Fund Supp	29,499.00		
<b>22,527.40</b>	<b>25,462.28</b>	<b>27,635.00</b>	<b>Total Income</b>	<b>29,499.00</b>	<b>0.00</b>	<b>0.00</b>
			<b>EXPENSES</b>			
			<b>Personnel Services</b>			
6,988.09	7,874.98	8,000.00	Benefits	7,945.00		
0.00	0.00	0.00	Temp Maintenance	1,000.00		
5,820.01	6,679.75	7,000.00	Maintenance - 20%	7,190.00		
6,711.17	4,179.48	3,900.00	Public Works - 10%	4,664.00		
<b>19,519.27</b>	<b>18,734.21</b>	<b>18,900.00</b>	<b>Total Personnel</b>	<b>20,799.00</b>	<b>0.00</b>	<b>0.00</b>
			<b>Materials &amp; Services</b>			
361.00	700.00	1,500.00	Bark Chips	1,500.00		
1,399.51	920.00	800.00	Park R&M	1,500.00		
217.50	1,200.00	1,200.00	Fertilizer & chemical	1,200.00		
222.00	250.00	300.00	Water	150.00		
455.49	950.00	1,000.00	Park Equipment	3,000.00		
267.27	1,250.00	500.00	Power	250.00		
85.36	260.00	250.00	Park Lights R&M	200.00		
0.00	0.00	500.00	Trees	250.00		
0.00	0.00	685.00	Depot Landscaping	650.00		
<b>3,008.13</b>	<b>5,530.00</b>	<b>6,735.00</b>	<b>Total Mat. &amp; Service</b>	<b>8,700.00</b>	<b>0.00</b>	<b>0.00</b>
			<b>Capital Improvements</b>			
0.00	0.00	0.00	Walking lights	0.00	0.00	0.00
0.00	0.00	2,000.00	Bathroom Roof Rep	2,000.00		
<b>0.00</b>	<b>0.00</b>	<b>2,000.00</b>	<b>Total Capital Improv</b>			
<b>22,527.40</b>	<b>24,264.21</b>	<b>27,635.00</b>	<b>Total Expenditures</b>	<b>29,499.00</b>	<b>0.00</b>	<b>0.00</b>
<b>0.00</b>	<b>1,198.07</b>	<b>0.00</b>	<b>Ending Fund Balan</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

City of Metolius 2019-20 Budget Document  
General Fund - Non-Departmental

The Non-Departmental Fund is not a fund that is recognized by budget law - therefore it is no longer being used. The Economic Development line items are included in the Community Development Fund and the Contingency line item has it's own fund.

2 yr. Prior 2016-17	1 yr. Prior 2017-18	Current Budget 2019-20	Line Item Descriptions	Proposed by staff	Approved by Committee	Adopted by Council
			<b>INCOME</b>			
177,957.21	0.00	0.00	General Fund Support	0.00	0.00	0.00
177,957.21	0.00	0.00	<b>Total Income</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
			<b>EXPENSES</b>			
			<b>Material &amp; Services</b>			
98,000.00	0.00	0.00	Economic Development	0.00	0.00	0.00
2,000.00	0.00	0.00	Jeff County Econ Dev	0.00	0.00	0.00
0.00	0.00	0.00	Update Capital Improvement Plan	0.00	0.00	0.00
100,000.00	0.00	0.00	<b>Total Material &amp; Services</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
			<b>Transfers</b>			
15,000.00	0.00	0.00	transfer to depot	0.00	0.00	0.00
44,557.21	0.00	0.00	Contingency for Gen. Fund	0.00	0.00	0.00
59,557.21	0.00	0.00	<b>Total Transfers Out</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
159,557.21	0.00	0.00	<b>Total Expenses</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
18,400.00	0.00	0.00	<b>Ending Fund Balance</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**City of Metolius 2019-20 Budget Document  
Payroll Worksheet**

This is a summary sheet for the convenience of the Budget Committee. All payroll expenses are summarized here and the percentages allocated to each fund are estimated for the coming year using the actual time spent in the previous two years and planning future projects. The summary provides the breakdown of benefits paid by the city.

2 yr. Prior 2016-17	1 yr. Prior 2017-18	Current Budget 2019-20	Line Item Descriptions	Proposed by staff	Approved by Committee	Adopted by Council
			<b>INCOME - Transfers In</b>			
			<b>Gen Fund Departments</b>			
61,038.08	60,428.19	65,859.51	Administration	56,056.00		
1,241.25	1,163.61	1,344.60	Community Development	1,212.20		
13,648.02	25,006.83	23,531.00	Maintenance	25,508.50		
17,092.67	18,862.28	15,109.30	Parks	20,799.00		
28,630.70	30,784.37	32,338.00	Public Safety	32,415.80		
<b>121,650.72</b>	<b>136,245.28</b>	<b>138,182.41</b>	<b>G. Fund Payroll</b>	<b>135,991.50</b>	<b>0.00</b>	<b>0.00</b>
14,879.87	17,811.70	20,500.00	Irrigation Operating	18,514.80		
51,917.80	50,277.81	54,999.59	Sewer Operating	52,684.70		
20,188.56	25,100.89	27,700.00	Streets Fund	23,979.00		
<b>208,636.95</b>	<b>229,435.68</b>	<b>241,382.00</b>	<b>Total Income</b>	<b>231,170.00</b>	<b>0.00</b>	<b>0.00</b>
			<b>EXPENSES</b>			
			<b>Employee Salary's</b>			
6,918.19	15,972.00	13,000.00	City Clerk	15,750.00		
1,537.46	1,889.00	1,800.00	Judge	2,000.00		
38,424.06	32,398.00	31,631.00	Maintenance	35,950.00		
40,049.00	41,795.00	42,000.00	Public Works	46,640.00		
39,298.00	27,600.00	38,000.00	Recorder	38,110.00		
25,000.00	25,000.00	27,500.00	County Contract	27,500.00		
			Temp Maintenance	3,000.00		
0.00	4,291.00	5,151.00	Temp City Recorder	0.00		
<b>151,226.71</b>	<b>148,945.00</b>	<b>159,082.00</b>	<b>Gross Salary's</b>	<b>168,950.00</b>	<b>0.00</b>	<b>0.00</b>
			<b>Employee Benefits</b>			
25,814.00	33,005.00	38,000.00	Employee Insurance	27,620.00		
6,978.91	8,000.00	9,000.00	PERS (employee share)	4,600.00		
5,559.48	8,670.00	11,000.00	PERS (employer share)	7,000.00		
9,870.97	12,405.00	11,300.00	Payroll Taxes - Match	17,000.00		
116.48	121.00	5,000.00	Unemployment	2,000.00		
13,884.44	50.00	8,000.00	Worker's Comp.	4,000.00		
<b>62,224.28</b>	<b>62,251.00</b>	<b>82,300.00</b>	<b>Total Benefits</b>	<b>62,220.00</b>	<b>0.00</b>	<b>0.00</b>
<b>213,450.99</b>	<b>211,196.00</b>	<b>241,382.00</b>	<b>Total Payroll Expenses</b>	<b>231,170.00</b>	<b>0.00</b>	<b>0.00</b>
<b>-4,814.04</b>	<b>18,239.68</b>	<b>0.00</b>	<b>Ending Fund Balance</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**Note:** The percentages used for the various funds are an estimate for the next year, rather than actual time spent in each department the previous year.

City of Metolius 2019-20 Budget Document  
Sewer Enterprise Funds - Sewer Operating

This fund is a part of the Sewer Enterprise Funds. **Sewer Operating** is the fund used for the operation and maintenance of our wastewater treatment plant. The debt was authorized through revenue bonds and is included in the rates charged monthly. Funds have been transferred in from Sewer SDC's and Property Funds and are scheduled to be applied towards one of the outstanding sewer bonds.

2 yr. Prior 2016-17	1 yr. Prior 2017-18	Current Budget 2018-19	Line Item Descriptions	Proposed by staff	Approved by Committee	Adopted by Council
			<b>INCOME</b>			
35,414.73	128,100.82	107,293.00	Beginning Balance	98,961.55		
108.00		100.00	Deposits			
1,500.00	1,000.00	5,000.00	Hook-up Charges	5,000.00		
	100.00	100.00	Interest from Invest.	100.00		
6,382.09	3,000.00	500.00	Late Charges	500.00		
35,888.40	30,000.00	35,000.00	Sewer Service - Business	40,000.00		
131,340.80	110,000.00	117,680.00	Sewer Service - Residential	120,000.00		
-874.80	-1,500.00	-400.00	Prepay Discount	-1,000.00		
0.00	0.00	0.00	Trans in sewer sdc			
	200.00	0.00	Trans in debt service			
12,000.00	0.00	0.00	Trans in property			
<b>221,759.22</b>	<b>270,900.82</b>	<b>265,273.00</b>	<b>Total Income</b>	<b>263,561.55</b>	<b>0.00</b>	<b>0.00</b>
			<b>EXPENSES</b>			
			<b>Personnel Services</b>			
12,981.94	18,305.63	20,000.00	Benefits	15,000.00		
3,066.10	4,340.83	4,400.00	Clerk - 40%	6,300.00		
4,058.49	5,304.00	5,400.00	Maintenance - 15%	5,392.50		
21,182.72	19,576.50	21,000.00	Public Works - 50%	23,320.00		
1,568.87	2,750.86	2,900.00	Recorder - 7%	2,672.20		
<b>42,858.12</b>	<b>50,277.82</b>	<b>54,999.59</b>	<b>Total Personnel</b>	<b>52,684.70</b>		
			<b>Materials &amp; Services</b>			
0.00	5,318.78	5,000.00	Attorney Fees	5,000.00		
250.00	0.00	4,410.00	Audit (35%)	4,585.00		
0.00	152.00	4,500.00	Chlorine	4,000.00		
195.00	155.00	800.00	Computer Expense	350.00		
0.00	210.00	200.00	Dues/Subscriptions	250.00		
687.27	0.00	800.00	Education	2,200.00		
7,034.22	5,700.00	10,000.00	Equipment R&M	7,000.00		
0.00	450.00	8,000.00	Equipment Purchases/Treatment	8,000.00		
2,952.34	0.00	1,500.00	Backhoe Repairs	1,000.00		
1,356.84	1,370.00	3,200.00	Fuel	3,500.00		
0.00	0.00	500.00	Gravel	500.00		
1,800.00	0.00	1,800.00	Insurance	500.00		
515.40	640.00	650.00	Internet Access	650.00		
1,413.00	160.00	1,700.00	Licenses/Fees/Permits	1,000.00		
658.50	115.00	150.00	Office Supplies	150.00		
1,870.30	1,590.00	2,200.00	Postage	2,000.00		
12,962.20	12,000.00	15,500.00	Power	15,500.00		
0.00	50.00	500.00	Professional Fees	1,000.00		
5,149.00	4,627.00	11,257.69	Sample Testing	12,000.00		
1,233.26	500.00	900.00	Sewer Supplies	1,300.00		
0.00	230.00	400.00	Small Tools & Equipment	500.00		
1,333.58	930.00	1,500.00	Telephone	300.00		
960.74	0.00	1,200.00	Travel	500.00		
964.41	3,320.00	2,000.00	Vactor Truck R&M	1,000.00		
1,912.00	0.00	2,000.00	Rebuild Pumps 3	1,000.00		
	2,700.00	0.00	Water	3,000.00		
458.00	0.00	0.00	Sewer Repairs	500.00	0.00	0.00
<b>43,706.06</b>	<b>40,217.78</b>	<b>80,667.69</b>	<b>Total Mat. &amp; Services</b>	<b>77,285.00</b>	<b>0.00</b>	<b>0.00</b>

City of Metolius 2018-19 Budget Document  
 Sewer Enterprise Funds - Sewer Operating  
 Page 2

			<b>Transfer to Gen. Fund in lieu of franchise fees 2%</b>			
0.00	0.00	2,000.00	Transfer to Sewer Reserve	5,000.00		
0.00	24,781.00	21,013.87	Capital Improvements	22,000.00		
			<b>Debt Payment - Rev. Bond</b>			
			OECD			
6,178.55	4,740.87	4,740.87	Interest	4,740.87		
29,921.45	31,359.13	31,359.13	Principal	31,359.13		
			Rural Utilities Service			
14,524.71	31,532.00	31,310.00	Interest	31,310.00		
35,967.29	18,960.00	19,181.85	Principal	19,181.85		
86,592.00	86,592.00	86,591.85	<b>Total Debt Service</b>	<b>86,591.85</b>		
	0.00	20,000.00	Addl pmt on RUS	20,000.00		
0.00	0.00					
173,156.18	201,868.60	265,273.00	<b>Total Expenditures</b>	<b>258,561.55</b>		
18,681.59	69,032.22	0.00	<b>Ending Fund Balance</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
			Revenue Bonds Loan Balance			
		98,668.66	OECD (4.5%)	36,098.61		
		698,955.16	RUS (4.5% interest @ 40 yrs)	656,554.38		
		<b>797,623.82</b>	<b>Total Revenue Bonds</b>			

City of Metolius 2019-20 Budget Document  
Irrigation Enterprise Funds - Irrigation Operating

This fund is a part of the Irrigation Enterprise Funds. **Irrigation Operating** is the main fund used for the operation and maintenance of our City irrigation system. The irrigation system is a self supporting enterprise. The system's debt has been paid off and the income is from user fees.

2 yr Prior 2016-17	1 yr. Prior 2017-18	Current Budget 2019-20	Line Item Descriptions	Proposed by staff	Approved by Committee	Adopted by Council
			<b>INCOME:</b>			
30,223.59	48,249.75	40,472.00	<b>Beginning Balance</b>	42,639.80		
			Transfer in Irrigation Reserve			
50.00	50.00	0.00	Interest from Invest.	0.00	0.00	0.00
28,745.93	28,000.00	28,000.00	Irrigation Charges	29,000.00		
0.00	200.00	200.00	Late Charges	200.00		
65.00	40.00	40.00	Irrig. Key deposit/returns	40.00		
0.00	-2,200.00	0.00	Uncollectable income			
<b>59,084.52</b>	<b>74,339.75</b>	<b>68,712.00</b>	<b>Total Income</b>	<b>71,879.80</b>	<b>0.00</b>	<b>0.00</b>
			<b>EXPENSES</b>			
			<b>Personnel Services</b>			
3,405.76	7,196.42	9,000.00	Benefits	7,000.00		
2,883.98	5,009.80	5,600.00	Maintenance - 15%	5,392.50		
2,319.29	4,179.50	4,300.00	Public Works - 10%	4,664.00		
194.53	319.44	300.00	Clerk - 2%	315.00		
906.43	1,079.07	1,300.00	Recorder -3%	1,143.30		
<b>9,709.99</b>	<b>17,784.23</b>	<b>20,500.00</b>	<b>Total Personnel</b>	<b>18,514.80</b>	<b>0.00</b>	<b>0.00</b>
			<b>Materials &amp; Services</b>			
0.00	2,000.00	4,000.00	Attorney Fees	5,000.00		
1,250.00	0.00	1,890.00	Audit (15%)	1,965.00		
0.00	0.00	7,000.00	Drip System	10,000.00		
0.00	0.00	200.00	Education	200.00		
0.00	0.00	1,200.00	Engineering Fees	1,000.00		
291.31	375.00	4,000.00	Equipment R&M	4,000.00		
2,910.03	0.00	4,000.00	Insurance	4,000.00		
1,450.61	1,200.00	1,800.00	Irrigation Supplies	2,000.00		
4,450.80	8,510.00	8,500.00	Irrigation Water	9,500.00		
100.00	85.00	122.00	Office Supplies	200.00		
476.00	200.00	500.00	Postage	500.00		
9,107.19	7,700.00	15,000.00	Power	15,000.00		
<b>20,035.94</b>	<b>20,070.00</b>	<b>48,212.00</b>	<b>Total Mat. &amp; Services</b>	<b>53,365.00</b>	<b>0.00</b>	<b>0.00</b>
0.00	0.00	0.00	Capital Improvement	0.00	0.00	0.00
<b>29,745.93</b>	<b>37,854.23</b>	<b>68,712.00</b>	<b>Total Expenditures</b>	<b>71,879.80</b>	<b>0.00</b>	<b>0.00</b>
<b>29,338.59</b>	<b>36,485.52</b>	<b>0.00</b>	<b>Ending Fund Balance</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**City of Metolius 2019-20 Budget Document  
Debt Service Funds**

**SEWER DEBT SERVICE** - The City sold the old wwtp property and paid off this sewer debt. Any funds received for the prior year bond will be transferred to the Sewer Operating Fund.

2 yr. Prior 2016-17	1 yr. Prior 2017-18	Current Budget 2019-20		Proposed by staff	Approved by Committee	Adopted by Council
			<b>INCOME</b>			
			Beginning Balance			
50.00	50.00	0.00	Interest	0.00	0.00	
150.00	150.00	0.00	Prior Yr. Bond	0.00	0.00	
<b>200.00</b>	<b>200.00</b>	<b>0.00</b>	<b>Total Income</b>	<b>0.00</b>	<b>0.00</b>	
			<b>EXPENSES</b>			
			<b>OLD TREATMENT PLANT</b>			
200.00	200.00	0.00	Trans to Sewer op	0.00	0.00	
<b>200.00</b>	<b>200.00</b>	<b>0.00</b>	<b>Total Expenses</b>	<b>0.00</b>	<b>0.00</b>	
					0	



**City of Metolius 2019-20 Budget Document  
Reserve Funds**

**IRRIGATION RESERVE:** The reserve fund acts as a savings account for a specific purpose.

2 yr. Prior 2016-17	1 yr. Prior 18	2017 2017	Current Budget 2018-19	Line Item Descriptions	Proposed by staff	Approved by Committee	Adopted by Council
				<b>INCOME:</b>			
44,863.07	45,101.47		39,474.00	<b>Beginning Balance</b>	40,555.00		
200.00	200.00		200.00	Interest from Invest.	200.00		
<b>45,063.07</b>	<b>45,301.47</b>		<b>39,674.00</b>	<b>Total Income</b>	<b>40,755.00</b>		
				<b>EXPENSES</b>			
				<b>Capital Expenditures</b>			
45,063.07	45,301.47		39,674.00	Capital Projects	40,555.00		
45,063.07	45,301.47		39,674.00	<b>Total Irrig. Reserve Expenses</b>	<b>40,555.00</b>	<b>0.00</b>	<b>0.00</b>

**SEWER RESERVE FUND:** We are required to retain one year's payment for the debt on the new WWTP.

2 yr. Prior 2016-17	1 yr. Prior 18	2017 2017	Current Budget 2018-19	Line Item Descriptions	Proposed by staff	Approved by Committee	Adopted by Council
				<b>INCOME:</b>			
86,503.26	89,822.15		84,195.00	<b>Beginning Balance</b>	81,391.85		
200.00	200.00		200.00	Interest from Invest.	200.00		
				Transfers In			
			2,000.00	Sewer Operating Fund	5,000.00		
0.00	0.00		0.00	Sewer Debt	0.00	0.00	0.00
<b>86,703.26</b>	<b>90,022.15</b>		<b>86,395.00</b>	<b>Total Sewer Reserve Income</b>	<b>86,591.85</b>	<b>0.00</b>	<b>0.00</b>
				<b>EXPENSES</b>			
0.00	0.00		0.00	Transfer to Sewer Operating	0.00	0.00	0.00
86,703.26	86,703.26		86,395.00	Required Reserve - New WWTP	86,591.85		
	3,318.89			Capital Projects			
<b>86,703.26</b>	<b>90,022.15</b>		<b>86,395.00</b>	<b>Sewer Reserve Expenses</b>	<b>86,591.85</b>	<b>0.00</b>	<b>0.00</b>
<b>86,703.26</b>	<b>90,022.15</b>		<b>86,395.00</b>	<b>Total Sewer Reserve Expenses</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>



**City of Metolius 2019-20 Budget Document  
Streets Fund**

The **STREETS FUND** receives income primarily from the state gas taxes. The City is required to reserve 1% of the gas taxes for alternative transportation projects.

2 yr. Prior 2016-17	1 yr. Prior 2017-18	Current Budget 2018-19	Line Item Descriptions	Proposed by staff	Approved by Committee	Adopted by Council
			<b>INCOME</b>			
43,184.91	51,264.92	45,440.79	Beginning Balance	37,450.20		
928.80	928.80	1,000.00	Reimbursement for Lights	928.80		
44,220.90	41,357.21	41,357.21	Gas Taxes	42,000.00		
50,000.00	50,000.00	50,000.00	Small Cities Allotment	100,000.00		
50.00	75.00	150.00	Permits (access)	75.00		
0.00	50.00	100.00	Interest	100.00		
<b>138,384.61</b>	<b>143,675.93</b>	<b>138,048.00</b>	<b>Subtotal</b>	<b>180,554.00</b>	<b>0.00</b>	<b>0.00</b>
<b>138,384.61</b>	<b>143,675.93</b>	<b>138,048.00</b>	<b>Total Streets Income</b>	<b>180,554.00</b>	<b>0.00</b>	<b>0.00</b>
			<b>EXPENSES</b>			
			<b>Personnel</b>			
7,595.27	10,387.94	12,000.00	Benefits	8,000.00		
4,182.59	6,269.21	6,500.00	Public Works - 15%	6,991.50		
9,025.03	8,349.68	9,200.00	Maintenance - 25%	8,987.50		
<b>20,802.89</b>	<b>25,006.83</b>	<b>27,700.00</b>	<b>Total Personnel</b>	<b>23,979.00</b>	<b>0.00</b>	<b>0.00</b>
			<b>Materials &amp; Services</b>			
1,750.00	0.00	3,150.00	Audit (25%)	3,275.00		
1,447.05	1,460.00	2,000.00	Chemicals	1,500.00		
0.00	0.00	0.00	Education	500.00		
150.87	155.00	1,500.00	Equip. purchase	1,500.00		
2,948.11	1,500.00	3,000.00	Fuel	1,500.00		
908.68	0.00	1,700.00	Gravel	1,700.00		
1,119.59	1,900.00	2,000.00	Rd. Repairs	1,500.00		
0.00	0.00	1,000.00	Alternative Transportation	500.00		
78.60	320.00	400.00	Signs	400.00		
0.00	0.00	1,250.00	Spray Alleys & Streets	1,200.00		
0.00	760.00	0.00	Supplies	500.00		
12,327.71	0.00	14,000.00	Street Lights - Power	12,000.00		
<b>20,730.61</b>	<b>6,095.00</b>	<b>30,000.00</b>	<b>Total Materials &amp; Services</b>	<b>26,075.00</b>	<b>0.00</b>	<b>0.00</b>
			<b>Spec. Projects</b>			
0.00	0.00	50,000.00	Spec. City Allotment	100,000.00		
375.00	500.00	2,000.00	CET Transit	500.00		
<b>0.00</b>	<b>500.00</b>	<b>52,000.00</b>	<b>Total Spec. Projects</b>	<b>100,500.00</b>	<b>0.00</b>	<b>0.00</b>
			<b>Capital Improvements</b>			
125.00	0.00	0.00	9th Street Lights	0.00		
203.83	0.00	28,348.00	Walkway/Cracksealing	29,000.00		
0.00	10.00	0.00	Contingency / Improvements	0.00		
0.00	0.00	0.00	Snow Blade	1,000.00		
<b>328.83</b>	<b>10.00</b>	<b>28,348.00</b>	<b>Total Capital Improvements</b>	<b>30,000.00</b>		
<b>203.83</b>	<b>510.00</b>	<b>80,348.00</b>	<b>Total SP and CI</b>	<b>130,500.00</b>	<b>0.00</b>	<b>0.00</b>
<b>41,737.33</b>	<b>31,611.83</b>	<b>138,048.00</b>	<b>Total Expenditures</b>	<b>180,554.00</b>	<b>0.00</b>	<b>0.00</b>
<b>96,647.28</b>	<b>112,064.10</b>	<b>0.00</b>	<b>Ending Fund Balance</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**City of Metolius 2019-20 Budget Document  
Revenue Sharing Fund**

**REVENUE SHARING FUND:** The income from this fund is directly proportional to the city's population. We get money for this fund from the State and there are no limits on the use for this fund as long as it is budgeted. We use this fund for matching funds for grants, 911 dispatch and to fund small one-time projects.

2 yr. Prior 2016-17	1 yr. Prior 2017-18	Current Budget 2018- 19	Line Item Descriptions	Proposed by staff	Approved by Committee	Adopted by Council
			<b>INCOME</b>			
43,022.03	44,120.14	43,668.00	Beginning Balance	45,352.00		
0.00						
9,860.45	5,448.70	5,448.70	State Shared Revenue	6,200.00		
100.00	100.00	100.00	Interest	100.00		
<b>52,982.48</b>	<b>49,668.84</b>	<b>49,216.70</b>	<b>Total Income</b>	<b>51,652.00</b>		
			<b>EXPENSES</b>			
0.00		0.00	Update Capital Improvement			
4,500.00	6,000.00	6,000.00	Dispatch Services	6,652.00		
			Comprehensive Plan			
35.60	14,000.00	14,000.00	Depot Floor/Deck	20,000.00		
28,408.70	29,668.84	29,216.70	Matching funds	25,000.00		
<b>32,944.30</b>	<b>49,668.84</b>	<b>49,216.70</b>	<b>Total Expenses</b>	<b>51,652.00</b>	<b>0.00</b>	<b>0.00</b>
<b>20,038.18</b>	<b>0.00</b>	<b>0.00</b>	<b>Ending Fund Balance</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**City of Metolius 2019-20 Budget Document  
System Development Charges (SDC Fund)**

**Sewer SDC's** were adopted May 2000 and increased as of March 2006 to the current rate of \$2,001.48 per housing unit. The SDC's will be used to supplement the sewer rates by allocating the money for debt repayment (which is an allowed use). With building continuing in the Roy Hearts Subdivision, I am projecting 10 new units.

2 yr. Prior 2016-17	1 yr. Prior 2017- 18	Current Budget 2018-19	Line Item Descriptions	Proposed by staff	Approved by Committee	Adopted by Council
			<b>INCOME</b>			
22,861.52	30,019.16	30,019.16	Beginning Balance	31,000.00		
0.00						
200.00	200.00	200.00	Interest	200.00		
20,014.80	20,014.80	20,014.80	Sewer SDC's	20,014.80		
<b>43,076.32</b>	<b>50,233.96</b>	<b>50,233.96</b>	<b>Total Income</b>	<b>51,214.80</b>	<b>0.00</b>	<b>0.00</b>
			<b>Material &amp; Services</b>			
			Sewer Trash Grinder			
43,076.32	50,233.96	50,233.96	Capital Improvements	51,214.80		
0.00			<b>Transfers</b>			
0.00		0.00	Transfer to sewer operating	0.00	0.00	0.00
<b>43,076.32</b>	<b>50,233.96</b>	<b>50,233.96</b>	<b>Total Expenses</b>	<b>51,214.80</b>	<b>0.00</b>	<b>0.00</b>
<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>Ending Fund Balance</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**TRANSPORTATION SDC's** were adopted in December of 2003 and increased as of June 2015 to \$1,600.00 per housing unit. With building continuing in the Roy Hearts Subdivision, I am projecting 10 new units. The SDC's help fund capital improvements for the streets. The Capital Improvement Plan outlines which streets will be improved and when. The SDC's can be used only for capital improvements.

1 yr. Prior 2016-17	Current Budget 2017-18	Current Budget 2018-19	Line Item Descriptions	Proposed by staff	Approved by Committee	Adopted by Council
			<b>INCOME</b>			
38,521.66	40,264.62	40,264.00	Beginning Balance	41,000.00		
0.00						
200.00	200.00	200.00	Interest	200.00		
16,000.00	16,000.00	16,000.00	Transportation SDC's	16,000.00		
<b>54,721.66</b>	<b>56,464.62</b>	<b>56,464.00</b>	<b>Total Income</b>	<b>57,200.00</b>	<b>0.00</b>	<b>0.00</b>
			<b>EXPENSES</b>			
54,721.66	56,464.62	56,464.00	Capital Improvements	57,200.00		
<b>54,721.66</b>	<b>56,464.62</b>	<b>56,464.00</b>	<b>Total Expenses</b>	<b>57,200.00</b>	<b>0.00</b>	<b>0.00</b>
<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>Ending Fund Balance</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**City of Metolius 2019-20 Budget Document**  
**System Development Charges (SDC Funds)**  
**Page 2**

**PARKS SDC's** were adopted in December 2003 and increased as of June 2015 to \$988.00 per housing unit. With building continuing in the Roy Hearts Subdivision, I am projecting 10 new units.

2 yr. Prior 2016-17	1 yr. Prior 2017- 18	Current Budget 2018-19	Line Item Descriptions	Proposed by staff	Approved by Committee	Adopted by Council
			<b>INCOME</b>			
21,757.72	22,826.76	22,726.00	Beginning Balance	23,000.00		
100.00	100.00	200.00	Interest	200.00		
9,880.00	9,880.00	9,880.00	Parks SDC's	9,880.00		
<b>31,737.72</b>	<b>32,806.76</b>	<b>32,806.00</b>	<b>Total Income</b>	<b>33,080.00</b>	<b>0.00</b>	<b>0.00</b>
			<b>EXPENSES</b>			
			<b>Material &amp; Services</b>			
2,500.00	2,500.00	2,500.00	Park Trees	2,500.00		
29,237.72	30,306.76	30,306.00	Capital Improvement	30,580.00		
<b>31,737.72</b>	<b>32,806.76</b>	<b>32,806.00</b>	<b>Total Expenses</b>	<b>33,080.00</b>	<b>0.00</b>	<b>0.00</b>
<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>Ending Fund Balance</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**IRRIGATION SDC's** were adopted in December 2003 and increased as of June 2015 to the current rate of \$390.00. With building continuing in the Roy Hearts Subdivision, I am projecting 10 new units.

2 yr. Prior 2016-17	1 yr. Prior 2017- 18	Current Budget 2018-19	Line Item Descriptions	Proposed by staff	Approved by Committee	Adopted by Council
			<b>INCOME</b>			
12,618.66	13,055.01	13,055.00	Beginning Balance	13,100.00		
50.00	50.00	50.00	Interest	50.00		
3,900.00	3,900.00	3,900.00	Irrigation SDC's	3,900.00		
<b>16,568.66</b>	<b>17,005.01</b>	<b>17,005.00</b>	<b>Total Income</b>	<b>17,050.00</b>	<b>0.00</b>	<b>0.00</b>
			<b>EXPENSES</b>			
16,568.66	17,005.01	17,005.00	Capital Improvements	17,050.00		
<b>16,568.66</b>	<b>17,005.01</b>	<b>17,005.00</b>	<b>Total Expenses</b>	<b>17,050.00</b>	<b>0.00</b>	<b>0.00</b>
<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>Ending Fund Balance</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**City of Metolius 2019-20 Budget Document  
Property Fund**

The **PROPERTY FUND** tracks the income and expenses for the property purchased for the WWTP. **HOME:** The income is from renting the home. **LAND:** The city is renting the property and receiving payment from two separate land properties. Transferring money to the sewer operating fund to be applied as an additional payment on the sewer loan if available.

2 yr. Prior 2016-17	1 yr. Prior 2017-18	Current Budget 2018-19	Line Item Descriptions	Proposed by staff	Approved by Committee	Adopted by Council
			<b>INCOME:</b>			
	9,516.96		Beginning Balance			
8,250.00	9,000.00	14,400.00	Rent - House	14,400.00		
		160.00	Rent- Land ( 4 acres)	160.00		
2,809.02	3,000.00	3,200.00	Rent - Land ( 40 acres)	3,200.00		
<b>11,059.02</b>	<b>21,516.96</b>	<b>17,760.00</b>	<b>Total Income</b>	<b>17,760.00</b>	<b>0.00</b>	<b>0.00</b>
			<b>EXPENSES</b>			
			<b>Material &amp; Services</b>			
			<u>House</u>			
51.98	7,500.00	4,235.00	Repairs & Maint.	4,500.00		
0.00	0.00	7,545.00	Capital Improvements	5,820.00		
500.00	0.00	680.00	Property Insurance	700.00		
			Miller House Management	1,440.00		
			<u>Land</u>			
2,028.88	2,100.00	2,300.00	Taxes	2,300.00		
2,800.00	3,000.00	3,000.00	Water (NUID O & M Bond)	3,000.00		
		0.00	Water (Const. Bond)			
<b>5,380.86</b>	<b>12,600.00</b>	<b>17,760.00</b>	<b>Property Expenses</b>	<b>17,760.00</b>	<b>0.00</b>	<b>0.00</b>
			<u>Transfers</u>			
12,000.00			Transfer to Sewer Operating			
<b>12,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>Total Transfers Out</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>17,380.86</b>	<b>12,600.00</b>	<b>17,760.00</b>	<b>Total Expenses</b>	<b>17,760.00</b>	<b>0.00</b>	<b>0.00</b>
<b>-6,321.84</b>	<b>8,916.96</b>	<b>0.00</b>	<b>Ending Fund Balance</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>