

**REGULAR MEETING OF THE  
WOOD VILLAGE CITY COUNCIL  
June 13, 2017  
AGENDA**

**6:00 P.M. PLEDGE OF ALLEGIANCE**

1. Citizen Comments (non-agenda items)
2. Public Safety Report (MCSO)
3. Consent Calendar:
  - a. [Review of bills paid in May, 2017](#)
  - b. Contracts \$2,500 - \$50,000
    - NW Arbor Culture: Tree Removal - \$2,950.00
    - RR Landscape: 238<sup>th</sup> Island Plantings - \$2,500.00
    - City of Fairview: Flower Basket Watering Service - \$4,550.00
    - Refined Painting: City Hall Trim - \$2,975
  - c. [Resolution 21-2017: Solid Waste Letter of Understanding](#)
  - d. Council Minutes:
    - [May 11, 2017](#)
    - [May 23, 2017](#)
4. [PUBLIC HEARING: Resolution 17-2017 for Receipt of State Shared Revenue](#)
5. [PUBLIC HEARING: FY 2017-2018 Budget, and Property Tax Levy](#)
  - [Resolution 18-2017 Adopting Fiscal Year 2017-18 Wood Village Budget and Making Appropriations](#)
  - [Resolution 19-2017 Levying and Categorizing Ad Valorem Taxes for Fiscal Year 2017-18](#)
6. [Resolution 20-2017: IGA and Appointment to the Two-City Recreation Board](#)
7. [Staff Report: Fats, Oils, and Grease \(FOG\) Program](#)

**ADJOURN**

The meeting location is wheelchair accessible. This information is available in large print upon request. To request large-print documents or for accommodations such as assistive listening device, sign language, and/or oral interpreter, please call 503-667-6211 at least two working days in advance of this meeting. (TDD 1-800-735-2900).

**NEXT MEETING: Tuesday, June 27, 2017**



CITY OF WOOD VILLAGE

# Check Report

By Check Number

Date Range: 05/01/2017 - 06/30/2017

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<b>Bank Code: AP River-AP Riverview Bank</b>						
0970	ADVANCE AUTO PARTS	05/04/2017	Regular	0.00	2.49	21621
1410	AS&P BILLING SERVICES CORP	05/04/2017	Regular	0.00	235.00	21622
0330	BURNS FEED STORE, INC	05/04/2017	Regular	0.00	174.98	21623
0386	CASCADE RECREATION INC	05/04/2017	Regular	0.00	1,743.00	21624
10033	CHR CREATIVE	05/04/2017	Regular	0.00	1,948.00	21625
0505	CITY OF FAIRVIEW	05/04/2017	Regular	0.00	63.92	21626
0611	COMMUNITY NEWSPAPERS, INC	05/04/2017	Regular	0.00	58.30	21627
0630	CONNELLPC ASSOCIATES, INC	05/04/2017	Regular	0.00	2,590.65	21628
1049	FEI PORTLAND WATERWORKS #3011	05/04/2017	Regular	0.00	2,520.73	21629
1200	GLOBAL NETWORK SUPPORT INC.	05/04/2017	Regular	0.00	1,520.00	21630
1571	LOWES COMPANIES, INC	05/04/2017	Regular	0.00	905.25	21631
	**Void**	05/04/2017	Regular	0.00	0.00	21632
1775	MULTNOMAH CO.TREASURY	05/04/2017	Regular	0.00	16,906.33	21633
10122	NET ASSETS	05/04/2017	Regular	0.00	74.00	21634
2020	ONE CALL CONCEPTS, INC	05/04/2017	Regular	0.00	25.20	21635
2210	PARKROSE HARDWARE	05/04/2017	Regular	0.00	4.49	21636
2350	POSTMASTER	05/04/2017	Regular	0.00	450.00	21637
2684	SKIPPER & JORDAN NURSERY, INC.	05/04/2017	Regular	0.00	177.25	21638
0970	ADVANCE AUTO PARTS	05/11/2017	Regular	0.00	8.05	21639
0510	CITY OF GRESHAM	05/11/2017	Regular	0.00	29,167.16	21640
0530	CITY OF PORTLAND	05/11/2017	Regular	0.00	8,388.00	21641
1056	FIERCE THOUGHT	05/11/2017	Regular	0.00	110.00	21642
1054	FIRWOOD DESIGN GROUP, LLC	05/11/2017	Regular	0.00	2,043.75	21643
0841	GREG F DIRKS	05/11/2017	Regular	0.00	14,039.81	21644
1290	HACH COMPANY	05/11/2017	Regular	0.00	721.77	21645
1429	JOHN DEERE FINANCIAL	05/11/2017	Regular	0.00	59.99	21646
1448	KELLER ASSOCIATES, INC	05/11/2017	Regular	0.00	3,025.00	21647
10095	KELLY MARLIN	05/11/2017	Regular	0.00	18.00	21648
0960	KIP EDGLEY	05/11/2017	Regular	0.00	2,035.00	21649
10031	MYBINDING.COM	05/11/2017	Regular	0.00	370.00	21650
2209	PARKIN ELECTRIC	05/11/2017	Regular	0.00	208.50	21651
2236	PETTY CASH	05/11/2017	Regular	0.00	40.38	21652
10128	REFINED PAINTING SERVICES	05/11/2017	Regular	0.00	2,975.00	21653
1406	SENSUS USA, INC	05/11/2017	Regular	0.00	761.66	21654
10130	BETTY LYN LORD	05/18/2017	Regular	0.00	11.00	21656
0287	BRENNTAG PACIFIC INC	05/18/2017	Regular	0.00	2,187.56	21657
0579	COLUMBIA PEST CONTROL	05/18/2017	Regular	0.00	65.00	21658
0730	DAILY JOURNAL OF COMMERCE, INC	05/18/2017	Regular	0.00	179.40	21659
1303	HARBOR FREIGHT TOOLS	05/18/2017	Regular	0.00	51.96	21660
1610	MASTERTECH SECURITY SVC	05/18/2017	Regular	0.00	80.85	21661
1790	MULTNOMAH COUNTY SHERIFF'S OFF	05/18/2017	Regular	0.00	565.00	21662
2350	POSTMASTER	05/18/2017	Regular	0.00	270.00	21663
10129	REBECCA GALLIEN	05/18/2017	Regular	0.00	130.13	21664
2530	REYNOLD'S SCHOOL DISTRICT #7	05/18/2017	Regular	0.00	749.40	21665
2704	STERICYCLE COMMUNICATION SOLUTIONS	05/18/2017	Regular	0.00	61.51	21666
3005	WALMART COMMUNITY	05/18/2017	Regular	0.00	327.70	21667
0505	CITY OF FAIRVIEW	05/23/2017	Regular	0.00	4,550.00	21669
1054	FIRWOOD DESIGN GROUP, LLC	05/23/2017	Regular	0.00	7,234.43	21670
1940	NORTHWEST ARBOR CULTURE INC.	05/23/2017	Regular	0.00	2,950.00	21671
2209	PARKIN ELECTRIC	05/23/2017	Regular	0.00	441.73	21672
10131	PORTLAND AREA BIBLE STUDENTS	05/23/2017	Regular	0.00	50.00	21673
10121	RR LANDSCAPE INC	05/23/2017	Regular	0.00	2,500.00	21674
0530	CITY OF PORTLAND	05/26/2017	Regular	0.00	4,281.48	21675
1403	IRON HORSE EXCAVATION	05/26/2017	Regular	0.00	1,240.00	21676

Check Report

Date Range: 05/01/2017 - 06/30/2017

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
1760	MOEN MACHINERY COMPANY	05/26/2017	Regular	0.00	44.99	21677
1910	NOLAN'S TIRE FACTORY	05/26/2017	Regular	0.00	18.00	21678
10011	PIXIS LABS, LLC	05/26/2017	Regular	0.00	74.40	21679
2569	RODDA PAINT	05/26/2017	Regular	0.00	120.70	21680
0081	AFLAC	05/30/2017	Regular	0.00	243.73	21681
0637	CONST & GEN LABORERS' UNION LOCAL 737	05/30/2017	Regular	0.00	148.00	21682
1120	FRONTIER	05/04/2017	Bank Draft	0.00	40.33	DFT0000491
1120	FRONTIER	05/04/2017	Bank Draft	0.00	40.33	DFT0000492
1120	FRONTIER	05/04/2017	Bank Draft	0.00	40.33	DFT0000493
1120	FRONTIER	05/04/2017	Bank Draft	0.00	40.33	DFT0000494
0170	AT & T MOBILITY	05/11/2017	Bank Draft	0.00	403.35	DFT0000495
1120	FRONTIER	05/11/2017	Bank Draft	0.00	26.93	DFT0000496
1120	FRONTIER	05/11/2017	Bank Draft	0.00	42.01	DFT0000497
1120	FRONTIER	05/11/2017	Bank Draft	0.00	89.99	DFT0000498
2270	PGE	05/11/2017	Bank Draft	0.00	3,072.86	DFT0000499
2270	PGE	05/11/2017	Bank Draft	0.00	542.75	DFT0000500
2270	PGE	05/11/2017	Bank Draft	0.00	25.67	DFT0000501
2270	PGE	05/11/2017	Bank Draft	0.00	905.40	DFT0000502
2270	PGE	05/11/2017	Bank Draft	0.00	18.55	DFT0000503
2270	PGE	05/11/2017	Bank Draft	0.00	16.74	DFT0000504
2270	PGE	05/11/2017	Bank Draft	0.00	1,190.86	DFT0000505
2270	PGE	05/11/2017	Bank Draft	0.00	250.28	DFT0000506
2270	PGE	05/11/2017	Bank Draft	0.00	308.42	DFT0000507
2270	PGE	05/11/2017	Bank Draft	0.00	28.88	DFT0000508
2270	PGE	05/11/2017	Bank Draft	0.00	30.00	DFT0000509
2270	PGE	05/11/2017	Bank Draft	0.00	1,578.40	DFT0000510
2270	PGE	05/11/2017	Bank Draft	0.00	121.15	DFT0000511
2270	PGE	05/11/2017	Bank Draft	0.00	19.07	DFT0000512
2270	PGE	05/11/2017	Bank Draft	0.00	26.13	DFT0000513
1390	INTEGRA TELECOM	05/23/2017	Bank Draft	0.00	600.16	DFT0000514
1710	MILLER NASH GRAHAM & DUNN LLP	05/23/2017	Bank Draft	0.00	550.00	DFT0000515
10107	RIVERVIEW CC - CA	05/26/2017	Bank Draft	0.00	170.00	DFT0000516
10108	RIVERVIEW CC - FD	05/26/2017	Bank Draft	0.00	327.00	DFT0000517
10109	RIVERVIEW CC - HR	05/26/2017	Bank Draft	0.00	275.70	DFT0000518
10110	RIVERVIEW CC - PW	05/26/2017	Bank Draft	0.00	3,094.73	DFT0000519
1120	FRONTIER	05/26/2017	Bank Draft	0.00	48.76	DFT0000520
1120	FRONTIER	05/26/2017	Bank Draft	0.00	42.01	DFT0000521
1120	FRONTIER	05/26/2017	Bank Draft	0.00	42.01	DFT0000522
1120	FRONTIER	05/26/2017	Bank Draft	0.00	42.01	DFT0000523
1120	FRONTIER	05/26/2017	Bank Draft	0.00	42.01	DFT0000524
1920	NW NATURAL	05/26/2017	Bank Draft	0.00	56.11	DFT0000525
1920	NW NATURAL	05/26/2017	Bank Draft	0.00	222.96	DFT0000526
1920	NW NATURAL	05/26/2017	Bank Draft	0.00	111.28	DFT0000527
2153	OREGON DEPT OF JUSTICE	05/31/2017	Bank Draft	0.00	600.00	DFT0000529
0920	CIS TRUST	05/26/2017	Bank Draft	0.00	17,466.36	DFT0000530
1880	NATIONWIDE RETIREMENT SOL.	05/26/2017	Bank Draft	0.00	750.00	DFT0000531
2200	OREGON PERS	05/26/2017	Bank Draft	0.00	13,100.63	DFT0000532

Bank Code AP River Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	94	59	0.00	121,948.63
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	0.00
Bank Drafts	76	41	0.00	46,400.49
EFT's	0	0	0.00	0.00
	<b>170</b>	<b>101</b>	<b>0.00</b>	<b>168,349.12</b>

### Fund Summary

Fund	Name	Period	Amount
01	POOLED CASH FUND	5/2017	168,349.12
			<hr/> 168,349.12



Letter of Understanding; Solid Waste  
**City Council Agenda Item Staff Report**

**Meeting Date: June 13, 2017**

---

**TO:** Mayor and Councilors  
**FROM:** Bill Peterson: City Manager  
**DATE:** 5 June 2017  
**SUBJECT: Letter of Understanding; Solid Waste**

---

**Requested Council Action**

Adopt Resolution number 21-2017 authorizing the City Manager to extend a Letter of Understanding with the City of Gresham to provide compliance for solid Waste requirements.

**Background**

Metro is the regional solid waste planning agency, and has an adopted solid waste management plan (RSWMP) that requires specific actions from all jurisdictions in the metro area. Actions required include education, opportunities to recycle, and business recycling requirements. Along with these basic provisions, the legislative actions from last year that require additional recycling actions are pending, and compliance is required to show opportunities have been established and are utilized.

State law (ORS459A, amended by SB 263) require annual reports and specific actions, including waste prevention activities, achievement of the regional service standard, curbside recycling provisions, participation in waste reduction planning and implementing efforts, active efforts to increase recovery levels from solid waste customers in the community.

**Next Steps**

The City Manager will name City personnel to provide liaison with Gresham to assure the implementation of the provisions and the filing of the annual report to achieve compliance.

**Fiscal Impact**

Time of existing personnel will be consumed. Initially, Gresham will function with funding from Metro for Wood Village compliance. In the longer term, a formal agreement identifying how the City of Wood Village will pay for compliance with the provisions of the law, administrative rules, and the regional plan will be addressed when longer term agreements are reached.

### **City Goal**

This action will impact city council goals 1 and 3. GOAL 1 A safe, clean, livable community with a sense of pride, quality housing, and strong identity, and GOAL 3: High Quality, cost-effective public utilities, parks and events.

### **Suggested Motions**

*I move to adopt Resolution Number 21-2017 authorizing the City Manager to enter into a Letter of Understanding with the City of Gresham for the provision of Solid Waste Compliance services.*

**Resolution Number 21-2017**

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A LETTER OF UNDERSTANDING WITH THE CITY OF GRESHAM TO PROVIDE FOR COMPLIANCE WITH STATE AND REGIONAL REQUIREMENTS FOR SOLID WASTE AND RECYCLING**

**WHEREAS:**

1. The Wood Village City Council is desirous of obtaining intergovernmental support from the City of Gresham to assure compliance with the requirements for solid waste, and
2. The Oregon Statutes, both ORS 459A and the as yet uncodified SB 263 from the 2016 session, call for specific actions by local governments to comply with the opportunity to recycle act and the administrative rules tied to compliance with the law, and
3. The Regional Solid Waste Management Plan (RSWMP) is adopted by the Regional Solid Waste Planning Authority, in this case Metro, and
4. RSWMP has requirements that are supplemental to the provisions of the Oregon Law, assuring progressive compliance with the regional solid waste management system.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Wood Village that the City Manager is authorized to enter into the agreement attached hereto and identified as "Attachment A" to assure compliance with solid waste requirements. The agreement with the City of Gresham shall be an interim agreement, permitting one year of activity with the understanding that any longer term solution will require a financial commitment from the City of Wood Village.

Moved to approve by \_\_\_\_\_; seconded by \_\_\_\_\_ and adopted this 23<sup>rd</sup> day of May 2017.

YEAS \_\_\_\_\_ NAYS \_\_\_\_\_

\_\_\_\_\_  
TIMOTHY CLARK  
MAYOR

ATTEST:

\_\_\_\_\_  
GREG DIRKS  
CITY RECORDER



**Letter of Understanding**  
**for Solid Waste/Recycling Services Between Gresham and Wood Village**

THIS LETTER OF UNDERSTANDING is between the City of Gresham and the City of Wood Village for the purpose of supporting public education and business assistance to meet the joint Annual Waste Reduction Work Plan.

**Background**

All local jurisdictions are required to comply with the provisions set forth in the Regional Solid Waste Management Plan (RSWMP) and to satisfactorily demonstrate compliance. These provisions include the Regional Service Standard and the Business Recycling Requirement.

Local jurisdictions must also demonstrate compliance with state law (OAR 340-090-0040 and ORS 459A as amended by SB 263). Metro has been designated by the State as the reporting agency for Clackamas, Multnomah and Washington Counties in their entirety and local jurisdictions shall provide data to Metro to assist with this annual reporting responsibility.

Metro will review Annual Reports for compliance with both the RSWMP and state law. Local jurisdictions that are out of compliance with the RSWMP and/or state law are not eligible for associated program funding assistance from Metro. This Letter of Understanding supports Gresham's annual work plan submitted to Metro for FY16/17

Since 1992 Gresham has provided solid waste system administration and customer education services on behalf of Wood Village through a series of IGAs. The last agreement, for five years, expired on June 30, 2013.

The purpose of this agreement is to document the Metro funding Gresham will receive on Wood Village's behalf will cover supporting Metro's work plan requirements for Recycle at Work and the Maintenance of Existing Programs. Gresham shall support Wood Village with the following Metro criteria:

- Local governments shall implement waste prevention activities for each area of the residential and commercial sector.
- Local governments shall demonstrate compliance with the Regional Service Standard.
- Local governments shall identify and undertake a specific curbside recycling outreach activity for an existing local government program.
- Local government representatives shall participate in at least one regional waste reduction planning group (larger jurisdictions will tend to participate in more than one group).

- Local governments shall provide jurisdictional solid waste and recycling budget information to Metro.
- Curbside recovery levels shall be maintained or increased (total tons and per capita tons recovered and disposed).

### **Roles and Responsibilities**

#### Responsibilities for the City of Gresham

1. With the participation of Wood Village, Gresham shall develop and implement an Annual Waste Reduction Plan and associated solid waste activities. This includes tracking outreach activities to support the final report.
2. Gresham shall receive funding from Metro on behalf of Wood Village to support the implementation of the Annual Waste Reduction Plan and submit a final report.
3. Provide Wood Village with articles concerning waste reduction and recycling for Wood Village to distribute to its citizens and businesses.
4. Collect and report Wood Village's licensed hauler tonnage data to Metro and DEQ. This includes reviewing and approving submitted reports in a regional database.
5. Provide Wood Village businesses free technical assistance and resources upon request.
6. Work with Wood Village licensed hauler to provide new accounts with recycling information.
7. Gresham staff will participate in regional planning workgroups in coordination with Metro, DEQ and other agencies.
8. Gresham will provide Metro required budget information.

#### Responsibilities for the City of Wood Village

1. Participate in a cooperative effort with the City of Gresham to develop and implement an Annual Waste Reduction Plan and associated solid waste activities.
2. Be responsible for establishing solid waste collection rates that support waste reduction programs approved by the Wood Village City Council and allow a reasonable return to licensed solid waste collection haulers base on local rate review standards.
3. Retain authority to review hauler costs and to perform audit of hauler financial records.
4. Be responsible for enforcement of solid waste reduction plan standards with respect to the solid waste collection ordinances and licensees within Wood Village's jurisdiction.
5. Retain authority to respond to solid waste violations and code enforcement issues.

This agreement shall be in effect from July 1, 2017 to June 30, 2018, and may be amended upon the written agreement of both cities.

CITY OF GRESHAM

CITY OF WOOD VILLAGE

---

Erik Kvarsten, City Manager

---

Bill Peterson, City Manager

---

City Attorney

---

City Attorney

**MEETING OF THE  
WOOD VILLAGE CITY COUNCIL  
May 11, 2017  
MINUTES**

**PRESENT:** Mayor Timothy Clark, Council President Scott Harden, Councilors Patricia Smith, and Bruce Nissen. City Attorney Jeff Condit, City Manager Bill Peterson, Finance Director Peggy Minter, Public Works Director Scott Sloan, and interested parties.

**ABSENT:** Councilor Mark Clark.

**MAYOR CLARK CALLED THE MEETING TO ORDER AT 6:00 PM.**

**CITIZEN COMMENTS (NON-AGENDA ITEMS)**

There were none.

**PUBLIC SAFETY REPORT**

Chief Deputy Jason Gates with the Multnomah County Sheriff's Office presented the report for April. Gates stated that there has been an increase in welfare checks, as well as calls related to suspicious vehicles. Gates explained that there were fewer self-initiated calls this month, but the overall trend is still on track for the year. Gates stated that there were fewer priority one and two calls, and the average response time was below average at three minutes and 45 seconds. Gates stated that there were two injury crashes, but they were not serious.

Gates stated that the homeless camps south of the park have been removed and cleaned up. Gates presented photos of before and after the cleanup. Gates explained that the newly formed HOPE Team has been very successful so far, and thanked the Council for their support during the County's budget process.

Peterson asked what the end result was for the budget session. Gates stated that the discussion for the Sheriff's Office is still continuing, but he is not sure when it will be brought back again for consideration. Clark stated that there seemed to be several Commissioners concerned about the Warrant Strike Team, and if that would be funded. Gates stated that there was a request to cut all departments by 2%, but the Sheriff does not want to make any cuts. The Warrant Strike Team cut was proposed to meet the 2% budget reduction request.

Smith asked what would be more important, the Warrant Team or the HOPE Team. Gates stated that the Warrant Team is a special unit that can do things that the regular deputies cannot do, such as go after the worst of the worst offenders. Gates explained that the HOPE Team will be

used to help establish the root causes of homelessness in the area, and help improve the livability. Smith asked who Council members should talk to help obtain funding for these programs. Clark stated that he has advocated for the programs on behalf of the City. Gates stated that individuals can also communicate with Commissioner Stegmann. Gates stated that this is a difficult budget process with limited funds.

Peterson asked about the land acquisition in Troutdale and what the next steps are in that process. Gates stated that the project is in limbo, and they will not be breaking ground any time soon. Gates stated that the project is not dead, but they are not working on it at the moment. Clark asked if there is a way to entice the deputies to use the office here more often. Gates stated that he does not know if there is a way, but the deputies who use the office really appreciate it.

The Council thanked Gates for the report and service.

### **CONSENT CALENDAR**

- a. Review of bills paid in April, 2017
- b. Contracts \$2,500 - \$50,000
  - FEI Portland Waterworks – Meter Stock: \$2,520.73
- c. Council Minutes:
  - April 11, 2017
  - April 25, 2017

Harden asked about the number of checks for PGE. Minter explained that each bill has to be paid separately.

Upon motion by Harden, seconded by Smith and passing 4-0, the Consent Calendar was approved.

### **RESOLUTION 14-2017: STANLEY STREET RECONSTRUCTION BID AWARD**

Sloan presented the resolution and stated that it is for the complete reconstruction of Stanley Street and Holt Ct. Sloan stated that in addition to the roadway improvements, the underground utilities will also be improved. There will be a new eight-inch waterline, an additional catch basin, and repairs to the sewer system. There were four bidders for the project, and Tapani Inc. had the lowest bid of \$205,000. Sloan stated that all the bids were close, and the full project cost including engineering will be about \$250,000. That is well below the engineer's estimate of \$325,000.

Sloan stated that the staff recommendation is to approve the bid, and award the contract to Tapani Inc. Smith asked if the contract would have a do not exceed amount. Sloan stated that they will be held to their unit pricing. Smith asked about the timeframe for completion. Sloan stated that we will push to have the project substantially completed by June 30<sup>th</sup>. Smith asked if we have worked with them before. Sloan stated that he has in the past, but not with the City. Condit stated that they are a very large firm.

Upon motion by Nissen, seconded by Harden and passing 4-0, Resolution 14-2017 awarding the Stanley Street reconstruction project to Tapni Inc. was approved.

### **PROCLAMATION: PUBLIC WORKS WEEK**

Clark read and signed the proclamation declaring May 21-27 as Public Works Week. Sloan stated that there will be an appreciation BBQ at the park for the area cities public works personnel on May 25<sup>th</sup> from 12-2pm.

### **DISCUSSION: AERIAL PHOTOGRAPHY**

Peterson presented the discussion and stated that this is about the acquisition of a drone for aerial photography. Peterson stated that aerial photography would be useful for events, planning efforts, and park features. Peterson explained that we currently have to purchase high-quality aerial photos, or use outdated online versions. Peterson stated that staff reviewed different levels of drones, and lower-end models that cost around \$100 have a limited capacity and poor camera resolution. Peterson stated that units around \$300 are better, but still do not offer an array of features and options that would be most beneficial for the City. Peterson stated that the recommendation is a unit that costs about \$500, and was used by the consultant for the Halsey Street Corridor project. The unit offers a high-quality camera, and is relatively easy to use.

Harden stated that the Phantom drone was highly recommended, and has features such as auto-landing. Peterson stated that you can also pair the camera with a smart phone or tablet for a real-time view. Smith asked if there has to be training on how to fly it, and if there were ongoing costs. Peterson stated that there will be some training, and there may need to be some costs if the drone gets damaged. Clark stated that he would propose that certain people get training, and not just have anyone fly it.

Smith asked if this will save or cost the City more money. Peterson stated that it will enable staff to capture high-quality aerial photos for little cost. Peterson explained that the use of a drone for the Halsey Street project really helped shape some of the community conversations. Peterson stated that the staff recommendation is to purchase a drone at the \$500 level.

Upon motion by Nissen, seconded by Harden and passing 4-0, the Council approved the purchase of a drone in the \$500 range.

**CITY ATTORNEY COMMENTS**

Condit stated that the Federal Court denied the remand back to the local court, so the MHCRC case will be back on track. Condit stated that motions to dismiss the case have been filed, and we should hear something back within 60 days.

**ADJOURN**

With no further business coming before the Council, the Council adjourned at 6:40pm.

---

Timothy Clark  
Mayor

---

Date

ATTEST:

---

Greg Dirks: City Recorder

**MEETING OF THE  
WOOD VILLAGE CITY COUNCIL  
May 23, 2017  
MINUTES**

**PRESENT:** Mayor Timothy Clark, Council President Scott Harden, Councilors Patricia Smith, Bruce Nissen, and Mark Clark. City Attorney Jeff Condit, City Manager Bill Peterson, Public Works Director Scott Sloan, and interested parties.

**ABSENT:** Finance Director Peggy Minter.

**MAYOR CLARK CALLED THE MEETING TO ORDER AT 6:00 PM.**

**CITIZEN COMMENTS (NON-AGENDA ITEMS)**

There were none.

**RESOLUTION 15-2017: WOOD VILLAGE TRUNK LINE MAINTENANCE ACCESS ROAD BID AWARD**

Sloan presented the resolution and stated that this project will construct a maintenance pathway along the sewer interceptor line. Sloan explained that this project was originally intended to also be a pedestrian pathway, but we could not get all property owners to modify the existing easement. Sloan stated that there were four bidders for the project, and the low bid was about \$20,000 less than the engineer's estimate. Sloan stated that a full background on the contractor was conducted, and there was nothing concerning about their past performance. Sloan stated that the contractor is BRX and they are based out of Albany.

Smith asked if any local contractors bid on the project. Sloan stated that Moore Excavation bid on the project, but their bid was about double the low bidder. Sloan stated that the low bid was \$62,700. Peterson stated that this is a relatively simple project, and the contractor should be in an out in a couple of weeks.

Sloan stated he added a 10% contingency to the overall amount, and the staff recommendation is to award the contract to BRX.

Upon motion by Mark Clark, seconded by Harden and passing 5-0, Resolution 15-2017 awarding the Wood Village Trunk Line Maintenance Road contract to BRX was approved.

**RESOLUTION 16-2017: BANNER PERMIT FEES**

HR/Records Manager Greg Dirks presented the resolution. Dirks stated that the Council recently adopted a new sign code. Banners are now required to have a permit, and the discussion at the time of adoption was that the fee would be \$20. Dirks stated that we are now reaching out to all



businesses to help them come into compliance under the new code. The fee for banner permits has not yet been adopted, and this resolution would add that fee to the fee schedule.

Upon motion by Harden, seconded by Nissen and passing 5-0, Resolution 16-2017 establishing a permit fee for banners was approved.

### **PUBLIC WORKS DIRECTOR'S REPORT**

Sloan presented the report and stated that there is a schedule of completion for the sewer maintenance path, and hopefully that project will be done by the end of the fiscal year. Sloan stated that the Wood Village Green waterline project is substantially complete. A walk-through was conducted yesterday, and a punch list of items was developed to finalize the project. Sloan stated that the largest item was repaving a larger section of the roadway per the contract agreement. Sloan stated that the Stanley Street reconstruction project should begin soon, and all the necessarily documents have been completed.

Sloan stated that the Mayor's Corner landscaping planters had new flowers added to them. Additional landscaping work will be completed as well. The landscape islands also had new flowers installed, and the irrigation system has been turned on. Sloan stated that there was an error in his report regarding the removal of the reservoir 1 booster station. Sloan stated that he was not able to update the report to reflect new information on that project. Sloan stated that we will be able to use a pressure transducer at Well 4, which will enable us to remove the power installation at the reservoir site and fully remove the old booster station. Sloan stated that the Arata Road flodar installation was problematic as the manholes are not conducive for a proper installation. Other solutions will be developed.

Sloan stated that staff has also begun the preliminary steps of establishing a FOG program for the City. Sloan stated that FOG stands for fats, oils, and grease, and it can cause problems in the City's sewer system. Sloan explained that staff has examined all the facilities in the City that have or should have a grease trap. Sloan stated that we will be monitoring facilities that are suspected of contributing to large amounts of FOG in our sewer system. Peterson stated that most facilities can come into compliance from installing a simple grease trap, but others will be more expensive. Peterson explained that Gresham has a grant program to help with the cost of the traps, which has increased compliance.

Sloan stated that it should not be too hard to reduce the amount of FOG as there are only a few potential large contributors. Smith stated that even if the traps are provided for free, there is still a cost for the pumping and cleaning. Peterson stated that is correct, and it is an ongoing maintenance cost.

Mark Clark stated that grease traps have been around for decades, and asked why only now are we trying to enforce that code. Peterson stated that the regulations for grease traps has expanded over time to include more types of businesses. Mark Clark stated that some businesses use a detergent or chemical to remove the grease. Peterson stated that is not permitted, and we will be requiring proof of cleaning. Tim Clark asked how the program can be enforced if the business was not required to install a trap in the first place. Sloan stated that the requirements and regulations can mandate the installation.

Tim Clark asked if this should be mandated. Peterson stated that it is mandated in Gresham, but that it also why they established a grant program to help offset some of the costs. Condit stated that there are a lot of options for compliance. Peterson stated that the big thing is the long-term maintenance costs of the trap which will add up over time.

Smith stated that there are some rhododendrons in the park that do not look healthy, and asked if they could be looked at. Sloan stated that he will look into it.

#### **FINANCE DIRECTOR'S REPORT**

Peterson presented the report and stated that Minter is at a training which is why she is not here his evening. Peterson stated that the finances are in great shape. There are no items that exceed the budget allocation, and revenues are all ahead of the projection except for cigarettes and liquor sales. Peterson explained that marijuana sales have replaced liquor and cigarette tax revenue. Peterson stated that the overall investments are at about \$5.5 million. That amount will be reduced with the two new projects that have recently been authorized.

Peterson stated that the budget hearing will be next month, and there will be a couple of suggested revisions. The first is for \$80,000 that was inadvertently left off the budget to clean and inspect the entire sewer system. The other item is an allocation in case a grant opportunity arises for the Halsey Street program. Peterson explained that Fairview allocated \$15,000, and he will be recommending close to that figure as well. Mark Clark asked if the electronic sign can be reconsidered. Peterson stated that can be discussed at the budget meeting.

#### **CITY MANAGER'S REPORT**

Peterson stated that the APP report is in the packet. Not everything is on track, but all projects that we control should be completed by the end of the fiscal year.

#### **CITY ATTORNEY REPORT**

Condit stated that the MHCRCL lawsuit is still ongoing, and while Portland has taken the lead he may have to spend some time in court if there are oral arguments. Condit stated that the team is working to have the case dismissed, and hopefully it will not cost the City a lot in legal fees. The Council thanked Condit for his work on the case.

## **CITY COUNCIL REPORTS**

Mark Clark stated that he attended the Citizen's Noise Advisory Committee meeting where they discussed and addressed new landing patterns at the airport. Mark Clark explained that the patterns are a test pattern for a new approach style, and the airlines were given a six month window to try it out. Mark Clark stated that it may be causing some new noise issues right now, but they should be resolved once the pilots learn the new procedures.

Nissen stated that he did not have anything specific, but wanted to mention that there will be more kids and families out along the roadways as the weather gets warmer, and we should all be looking out for pedestrians.

Harden stated that he was able to attend most of the second budget hearing for the Reynolds School District. The budget was based on the Governor's estimate of \$8.01 billion for education, but we do not know what the final budget is for the state. Harden explained that at that level, the district had to cut about \$9.4 million in the first year, with about \$15 million in cuts overall. Harden stated that resulted in 10 furlough days, 10 teacher cuts, and eight cuts to ESL. There was also a \$1.2 million cut in supplies. The results will be larger class sizes and fewer educational days. Harden stated that in the off chance there is more money available, the district will add days. Harden stated that there is a chance that the Governor's budget could be less, which would require additional cuts.

Tim Clark asked if Peterson could provide an update on JPACT. Peterson stated that he attended the meeting on Tim Clark's behalf, and Mayor Bemis was there to cast the actual vote. Peterson explained that the JPACT meeting covered the re-approval of the Sandy Blvd. and Arata Road projects. Both projects had to be re-approved because of the increased project budget. Peterson stated that both were approved with no issues.

Tim Clark stated that he attended the Metro Mayor's Meeting, which had a legislative update. Tim Clark stated that most of the items that were presented have probably been revised since that meeting. Tim Clark stated that he attended the Small Cities Consortium meeting, and the topic of discussion was how small changes to the state's budget can make a big difference over time. Tim Clark explained that he was disappointed with the last Main Streets on Halsey meeting, and the overall plan was less detailed than he had hoped. Peterson agreed. Mark Clark stated that he was disappointed that no one from Troutdale attended. Tim Clark stated that there is one more meeting which will present the final report, but the decision-making meetings are now over.

Tim Clark stated that he met with Sheriff Reese and discussed several topics. Tim Clark explained that he discussed in detail the panhandler issue in the City, and how he was disappointed in Chief Gate's response of leaving them alone unless they are causing issues. Tim Clark stated that Sheriff Reese made it clear that there could be other options, and he would like

to look into some of them. Smith asked what kind of options. Peterson stated that you cannot trespass or prevent someone from using an open public space or right of way. Tim Clark stated that he just wanted to explore what other options are available.

Tim Clark stated that he chaired the EMCTC meeting, and it was mainly about investment strategies. Tim Clark stated that the ODOT region-one construction projects were also presented. Sloan stated that a lot of closures of main streets and freeways are being planned as part of these projects.

**EXECUTIVE SESSION PER ORS 192.660(2) (d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations**

The Council entered into Executive Session at 7:08pm.

**EXECUTIVE SESSION PER ORS 192.660(2) (e) To conduct deliberations with persons designated by the governing body to negotiate real property transactions.**

The Council entered into Executive Session at 7:38pm.

The Council convened back into regular session at 8:08pm.

**ADJOURN**

With no further business coming before the Council, the Council adjourned at 8:08pm.

---

Timothy Clark  
Mayor

---

Date

ATTEST:

---

Greg Dirks: City Recorder



# City Council Agenda Item Staff Report

**Meeting Date: June 13, 2017**

---

**TO:** Mayor and Councilors  
**FROM:** Bill Peterson, City Manager  
**AUTHORED BY:** Peggy Minter, Finance Director  
**DATE:** May 22, 2017  
**SUBJECT:** **Resolutions to Adopt Fiscal Year 2017-18 Budget, to Levy Property Taxes and to Establish Eligibility for Receipt of State Shared Revenue**

---

**Requested Council Action:** Review and approve the resolutions to:

- adopt the City's Fiscal Year 2017-18 Budget and make appropriations,
- levy and categorize ad valorem taxes for FY 2017-18
- and, after holding a public hearing regarding the proposed uses for the State Shared Revenue, certify the eligibility for receipt of same.

**Background:** On April 20, 2017 the Wood Village Budget Committee unanimously approved the fiscal year 2017-18 budget for consideration by the City Council, and recommended levying the full 3.1262 rate for property taxes.

**Next Steps:** Oregon Local Budget Law allows Council to adopt the budget with changes to the amounts approved by the Budget Committee. Increases to the budget are limited to 10%. Additionally, local governments are encouraged to update the budget for information that becomes available from the time the Budget Committee meeting is held to adoption of the budget by the Council. The Budget Committee accepted the Proposed Budget and added a number of Discretionary Capital Outlay items. Please see the attached spreadsheet with the increases in red print from the original proposed budget to the budget approved by the Budget Committee.

**Changes Requested by the Budget Officer:**

Two changes are recommended by the Budget Officer. They are:

1. Modification of the Sewer Fund Budget to reduce the Operating Contingency Balance from \$150,000 to \$70,000, and increase system improvements (Account Number 70-64090) from \$126,930 to 206,930. The changes will allow an increase of \$80,000 in the appropriation for the cleaning and television inventory of the sanitary sewer collection system.
2. Modification of the General Fund Capital Outlay, providing \$16,000 for the local matching costs of grant activities on the Halsey Corridor. This would place a \$16,000 appropriation in General Fund account 64090, and reduce the Operating Contingency (66010) from \$850,000 to \$834,000.
3. Councilor Mark Clark requested reconsideration of the appropriation for an electronic messaging sign. The \$20,000 appropriation would acquire a portable messaging sign for placement at the intersection of 238<sup>th</sup> and Halsey. The portable would then be incorporated into a frame and base that gave it the appearance of permanence. When the time comes to move, the portable can be relocated and placed in a monument sign

at whatever new location may be chosen. If approved, the action would increase the appropriations in 10-009-64020 Site Improvements from \$4,000 to \$24,000, and reduce the Operating Contingency from \$834,000 to \$814,000.

**Alternatives & Fiscal Impact:**

1. Accept the budget as approved by the Budget Committee.
2. Make additional changes to the budget, and if those changes are outside the ORS statutes of greater than 10% adjustments then hold appropriate public hearings prior to the June 30, 2017 deadline.

**Suggested Motions:**

I move to approve Resolution 17-2017, A Resolution Certifying Municipal Services Provided for the Purpose of Establishing Eligibility for Receipt of State Shared Revenue for Fiscal Year 2017-18.

I move to approve Resolution 18-2017, A Resolution Adopting the City of Wood Village Budget for Fiscal Year 2017-18 and Making Appropriations.

I move to approve Resolution 19-2017, A Resolution Levying and Categorizing Ad Valorem Taxes for Fiscal Year 2017-18.

CITY OF WOOD VILLAGE							
Summary of Resources and Requirements							
All Funds Combined							
Fiscal Year 2017-18							
Actual	Actual	Actual	Adopted		Proposed	Approved	Adopted
2013-14	2014-15	2015-16	2016-17		2017-18	2017-18	2017-18
<b>RESOURCES</b>							
\$ 4,313,480	\$ 4,595,319	\$ 4,700,785	\$ 4,963,962	Beginning balance	\$ 5,373,764	\$ 5,373,764	\$ -
730,073	754,314	778,535	800,750	Property taxes	825,000	825,000	-
15,157	20,737	11,283	22,000	Past due property taxes	22,000	22,000	-
109,655	126,170	153,357	126,900	Motel taxes	156,400	156,400	-
274,275	292,486	298,013	304,714	Franchise fees	315,130	315,130	-
66,529	131,265	124,495	154,120	Licenses & permits	156,650	156,650	-
544,989	578,746	652,867	684,819	Intergovernmental revenues	595,345	595,345	-
1,784,964	1,894,872	1,946,694	1,980,983	Charges for services	2,213,950	2,213,950	-
22,533	22,044	29,099	30,880	Interest income	33,000	33,000	-
25,533	46,486	76,631	19,643	Miscellaneous and other income	146,047	146,047	-
-	-	-	-	Loan proceeds (GF to URA Fund)	-	-	-
				Transfers from other funds			
<b>\$ 7,887,186</b>	<b>\$ 8,462,439</b>	<b>\$ 8,771,759</b>	<b>\$ 9,088,771</b>	<b>RESOURCES TOTAL - ALL FUNDS</b>	<b>\$ 9,837,286</b>	<b>\$ 9,837,286</b>	<b>\$ -</b>
<b>REQUIREMENTS BY CATEGORY</b>							
-	-	-	-				
\$ 1,218,036	\$ 1,228,256	\$ 1,272,169	\$ 1,448,022	Personnel services	\$ 1,530,525	\$ 1,530,525	\$ -
1,472,213	1,514,390	1,502,986	1,723,577	Materials and services	1,763,900	1,809,616	-
204,479	248,256	234,378	287,491	Indirect expenses from Internal Service Fund	332,957	332,957	-
403,065	710,201	749,833	1,570,430	Capital outlay	1,769,134	2,017,634	-
-	-	-	-	Debt service	-	-	-
-	-	-	-	Transfers to other funds	-	-	-
-	-	-	1,330,800	Contingencies	1,385,000	1,315,000	-
3,297,793	3,701,103	3,759,366	6,360,320	<b>Total Expenditures</b>	<b>6,781,516</b>	<b>7,005,732</b>	<b>-</b>
				Auditor's Adj			
				Loan to URA			
-	-	-	82,000	Reserves for future expenditures	60,000	60,000	-
4,589,393	4,700,785	5,012,392	2,646,451	Unappropriated ending fund balances	2,995,770	2,771,554	-
<b>\$ 7,887,186</b>	<b>\$ 8,462,439</b>	<b>\$ 8,771,758</b>	<b>\$ 9,088,771</b>	<b>REQUIREMENTS TOTAL - ALL FUNDS</b>	<b>\$ 9,837,286</b>	<b>\$ 9,837,286</b>	<b>\$ -</b>
<b>REQUIREMENTS BY FUND</b>							
\$ 4,511,965	\$ 4,795,362	\$ 5,037,981	\$ 5,185,890	General Fund	\$ 5,607,944	\$ 5,607,944	\$ -
\$ 729,865	\$ 852,423	\$ 888,134	993,185	Street Fund	992,594	992,594	-
\$ -	\$ -	\$ -	-	Improvement Bond Fund	-	-	-
\$ 1,521,371	\$ 1,514,345	\$ 1,520,523	1,770,807	Water Fund	1,903,279	1,903,279	-
\$ 1,123,985	\$ 1,300,308	\$ 1,325,120	1,138,889	Sewer Fund	1,333,469	1,333,469	-
<b>\$ 7,887,186</b>	<b>\$ 8,462,439</b>	<b>\$ 8,771,758</b>	<b>\$ 9,088,771</b>	<b>REQUIREMENTS TOTAL - ALL FUNDS</b>	<b>\$ 9,837,286</b>	<b>\$ 9,837,286</b>	<b>\$ -</b>

CITY OF WOOD VILLAGE							
Summary of Requirements by Fund/Category							
Fiscal Year 2017-18							
Actual 2013-14	Actual 2014-15	Actual 2015-16	Adopted 2016-17		Proposed 2017-18	Approved 2017-18	Adopted 2017-18
<b>GENERAL FUND</b>							
\$ 429,961	\$ 445,060	\$ 418,226	\$ 470,281	Personnel services	\$ 493,057	\$ 493,057	\$ -
911,331	955,806	931,371	1,052,095	Materials and services	1,091,644	1,137,360	-
36,842	129,113	167,814	599,150	Capital outlay	552,000	722,500	-
-	-	-	-	Transfers to other funds	-	-	-
101,008	82,766	77,345	93,538	Indirect expenses from Internal Service Fund	112,707	112,707	-
-	-	-	888,000	Contingencies	850,000	850,000	-
1,479,142	1,612,745	1,594,757	3,103,064	<b>Total expenditures</b>	3,099,408	3,315,624	-
-	60,551	-	-	Auditor's Adj	-	-	-
-	-	-	32,800	Loan to URA	-	-	-
-	-	-	-	Reserves for future expenditures	24,000	24,000	-
3,032,823	3,122,066	3,443,224	2,050,026	Unappropriated ending fund balances	2,484,536	2,268,320	-
\$4,511,965	\$4,795,362	\$5,037,981	\$ 5,185,890	<b>FUND TOTAL</b>	\$ 5,607,944	\$ 5,607,944	\$ -
<b>STREET FUND</b>							
\$ 137,763	\$ 139,574	\$ 184,541	\$ 205,774	Personnel services	\$ 218,310	\$ 218,310	\$ -
97,154	93,791	73,527	134,105	Materials and services	138,745	138,745	-
83,546	158,966	52,681	293,325	Capital outlay	440,383	448,383	-
16,639	30,174	27,639	35,679	Indirect expenses from Internal Service Fund	39,848	39,848	-
-	-	-	100,000	Contingencies	85,000	85,000	-
335,102	422,504	338,389	768,883	<b>Total expenditures</b>	922,286	930,286	-
-	-	-	8,200	Reserves for future expenditures	6,000	6,000	-
394,763	429,919	549,745	216,102	Unappropriated ending fund balances	64,308	56,308	-
\$ 729,865	\$ 852,423	\$ 888,134	\$ 993,185	<b>FUND TOTAL</b>	\$ 992,594	\$ 992,594	\$ -
<b>WATER FUND</b>							
\$ 325,158	\$ 322,603	\$ 357,542	\$ 412,671	Personnel services	\$ 437,798	\$ 437,798	\$ -
110,723	106,832	110,196	113,740	Materials and services	115,312	115,312	-
250,422	248,683	17,081	468,075	Capital outlay	623,321	623,321	-
-	-	-	-	Debt service	-	-	-
-	-	-	-	Transfers to other funds	-	-	-
42,067	67,658	64,698	79,137	Indirect expenses from Internal Service Fund	90,201	90,201	-
-	-	-	298,000	Contingencies	300,000	300,000	-
728,370	745,776	549,515	1,371,623	<b>Total expenditures</b>	1,566,632	1,566,632	-
-	-	-	20,500	Reserves for future expenditures	15,000	15,000	-
793,001	768,569	971,008	378,684	Unappropriated ending fund balances	321,647	321,647	-
\$ 1,521,371	\$ 1,514,345	\$ 1,520,523	\$ 1,770,807	<b>FUND TOTAL</b>	\$ 1,903,279	\$ 1,903,279	\$ -
<b>SEWER FUND</b>							
\$ 325,154	\$ 321,019	\$ 311,859	\$ 359,296	Personnel services	\$ 381,360	\$ 381,360	\$ -
353,005	357,961	387,893	423,637	Materials and services	418,199	418,199	-
32,255	173,439	512,257	209,880	Capital outlay	153,430	223,430	-
-	-	-	-	Debt service	-	-	-
-	-	-	-	Transfers to other funds	-	-	-
44,765	67,658	64,697	79,137	Indirect expenses from Internal Service Fund	90,201	90,201	-
-	-	-	44,800	Contingencies	150,000	80,000	-
755,179	920,077	1,276,705	1,116,750	<b>Total expenditures</b>	1,193,190	1,193,190	-
-	-	-	20,500	Reserves for future expenditures	15,000	15,000	-
368,806	380,231	48,415	1,639	Unappropriated ending fund balances	125,279	125,279	-
\$ 1,123,985	\$ 1,300,308	\$ 1,325,120	\$ 1,138,889	<b>FUND TOTAL</b>	\$ 1,333,469	\$ 1,333,469	\$ -
<b>\$ 7,887,186</b>	<b>\$ 8,462,439</b>	<b>\$ 8,771,758</b>	<b>\$ 9,088,771</b>	<b>REQUIREMENTS TOTAL - ALL FUNDS</b>	<b>\$ 9,837,286</b>	<b>\$ 9,837,286</b>	<b>\$ -</b>



CITY OF WOOD VILLAGE							
Summary of Resources and Requirements							
General Fund							
Fiscal Year 2017-18							
Actual 2013-14	Actual 2014-15	Actual 2015-16	Adopted 2016-17		Proposed 2017-18	Approved 2017-18	Adopted 2017-18
<b>RESOURCES</b>							
\$ 2,972,413	\$ 3,032,823	\$ 3,122,066	\$ 3,363,952	Beginning balance	\$ 3,572,042	\$ 3,572,042	\$ -
730,072	754,314	776,131	800,750	Property taxes	825,000	825,000	-
15,157	20,737	13,687	22,000	Delinquent property taxes	22,000	22,000	-
109,655	126,170	153,357	126,900	Motel taxes	156,400	156,400	-
266,879	292,486	298,013	304,714	Franchise fees	315,130	315,130	-
69,489	131,265	124,495	154,120	Licenses & permits	156,650	156,650	-
280,311	353,463	421,739	332,000	Intergovernmental revenues	376,175	376,175	-
27,473	32,248	32,819	39,661	Charges for services	14,500	14,500	-
15,181	22,250	19,468	23,150	Interest income	25,000	25,000	-
25,336	29,606	76,207	18,643	Miscellaneous and other income	145,047	145,047	-
-	-	-	-	Transfers from other funds	-	-	-
<b>\$ 4,511,966</b>	<b>\$ 4,795,362</b>	<b>\$ 5,037,981</b>	<b>\$ 5,185,890</b>	<b>GENERAL FUND RESOURCES TOTAL</b>	<b>\$ 5,607,944</b>	<b>\$ 5,607,944</b>	<b>\$ -</b>
<b>DEPARTMENT REQUIREMENTS</b>							
<b>General Government</b>							
-	-	-	4,770	Materials and services	-	-	-
	2,345	-	-	Capital Outlay	-	-	-
<b>\$ -</b>	<b>\$ 2,345</b>	<b>\$ -</b>	<b>\$ 4,770</b>	<b>GENERAL GOVERNMENT TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Administration</b>							
\$ 211,303	\$ 212,896	\$ 199,244	\$ 200,687	Personnel services	\$ 212,959	\$ 212,959	\$ -
26,173	10,861	-	-	Capital outlay	-	70,000	-
<b>\$ 237,476</b>	<b>\$ 223,757</b>	<b>\$ 199,244</b>	<b>\$ 200,687</b>	<b>ADMINISTRATION TOTAL</b>	<b>\$ 212,959</b>	<b>\$ 282,959</b>	<b>\$ -</b>
<b>Events</b>							
\$ 10,128	\$ 10,596	\$ 10,164	\$ 10,171	Personnel services	\$ 10,787	\$ 10,787	\$ -
17,094	14,757	18,304	18,800	Materials and services	36,070	36,070	-
504	4,440	12,026	11,000	Capital outlay	6,000	6,000	-
<b>\$ 27,726</b>	<b>\$ 29,793</b>	<b>\$ 40,494</b>	<b>\$ 39,971</b>	<b>EVENTS TOTAL</b>	<b>\$ 52,857</b>	<b>\$ 52,857</b>	<b>\$ -</b>
<b>Public Safety</b>							
846,910	870,906	855,890	918,535	Materials and services	955,809	955,809	-
-	-	-	-	Capital outlay	-	-	-
<b>\$ 846,910</b>	<b>\$ 870,906</b>	<b>\$ 855,890</b>	<b>\$ 918,535</b>	<b>PUBLIC SAFETY TOTAL</b>	<b>\$ 955,809</b>	<b>\$ 955,809</b>	<b>\$ -</b>
<b>Parks</b>							
\$ 56,866	\$ 64,484	\$ 79,436	\$ 88,625	Personnel services	\$ 93,504	\$ 93,504	\$ -
19,519	11,943	10,176	24,975	Materials and services	17,250	17,250	-
8,160	69,904	67,000	19,325	Capital outlay	10,000	110,500	-
<b>\$ 84,545</b>	<b>\$ 146,331</b>	<b>\$ 156,612</b>	<b>\$ 132,925</b>	<b>PARKS TOTAL</b>	<b>\$ 120,754</b>	<b>\$ 221,254</b>	<b>\$ -</b>
<b>Public Works Management</b>							
\$ 94,397	\$ 101,048	\$ 96,324	\$ 110,139	Personnel services	\$ 115,287	\$ 115,287	\$ -
-	300.00	-	-	Materials and services	-	-	-
-	-	-	-	Indirect expenses from Internal Service Fund	-	-	-
2,005	36,959	-	17,825	Capital outlay	32,000	32,000	-
-	-	-	24,800	Reserves for future expenditures	12,000	12,000	-
<b>\$ 96,402</b>	<b>\$ 138,307</b>	<b>\$ 96,324</b>	<b>\$ 152,764</b>	<b>PUBLIC WORKS MANAGEMENT TOTAL</b>	<b>\$ 159,287</b>	<b>\$ 159,287</b>	<b>\$ -</b>
<b>Building Inspection Services</b>							
\$ 57,267	\$ 56,036	\$ 33,059	\$ 60,659	Personnel services	\$ 60,520	\$ 60,520	\$ -
27,809	57,900	47,000	85,015	Materials and services	82,515	82,515	-
-	-	-	-	Capital outlay	-	-	-
<b>\$ 85,075</b>	<b>\$ 113,936</b>	<b>\$ 80,059</b>	<b>\$ 145,674</b>	<b>BUILDING INSPECTION TOTAL</b>	<b>\$ 143,035</b>	<b>\$ 143,035</b>	<b>\$ -</b>



CITY OF WOOD VILLAGE  
2017-18 BUDGET  
10 GENERAL FUND

		Adopted			2017-18 Budget		
Actual	Actual	Budget			Proposed	Approved	Adopted
2014-15	2015-16	2016-17					
<b>RESOURCES:</b>							
\$ 3,032,823	\$ 3,122,066	\$ 3,363,952	Beginning balance		\$ 3,572,042	\$ 3,572,042	
Taxes:							
753,811	776,131	800,750	40110	Property taxes, current levy	825,000	825,000	
20,737	11,283	22,000	40120	Property taxes, delinquent	22,000	22,000	
503	337		40122	Tax deeded land sales			
	2,067		40125	Tax interest penalties			
126,170	153,357	126,900	40130	Motel taxes	156,400	156,400	
Franchise taxes:							
193,954	202,573	202,452	40220	Franchise fees - PGE	215,000	215,000	
46,685	45,502	49,000	40230	Franchise fees - NW Natural	47,900	47,900	
2,000	-	-	40235	Franchise fees - Wave	-	-	
6,432	6,262	8,150	40240	Franchise fees - Frontier	6,010	6,010	
32,876	33,708	34,500	40250	Franchise fees - Waste Mgt	35,850	35,850	
10,540	9,969	10,612	40255	Franchise fees - MHRC Cable	10,370	10,370	
Licenses and permits:							
9,441	11,204	9,500	40270	Business licenses	11,000	11,000	
3,025	3,000	3,000	40271	Amusement Device fees	3,000	3,000	
12,184	15,316	12,500	40272	Metro contractors licenses	13,500	13,500	
14,290	14,320	14,720	40276	Rental Licenses	14,750	14,750	
300	375	400	40278	Liquor License Process fee	400	400	
1,696		-	40280	Enterprise Zone Application Fee			
1,799	27	-	40290	Building permits			
64,763	41,004	60,000	40292	Building permits - Building	60,000	60,000	
11,945	22,022	20,000	40293	Building permits - Electrical	20,000	20,000	
3,652	6,963	20,000	40294	Building permits - Mechanical	20,000	20,000	
8,170	10,264	14,000	40295	Building permits - Plumbing	14,000	14,000	
Intergovernmental revenues:							
56,205	56,138	58,000	41210	State revenue sharing - liquor tax	54,500	54,500	
5,206	5,156	4,900	41220	State revenue sharing - cigarette	5,075	5,075	
39,443	38,652	40,100	41250	State revenue sharing - general	37,400	37,400	
		6,500	41255	State Marijuana Tax	6,500	6,500	
194,694	245,092	214,000	41310	Mult. Co. business income tax	257,500	257,500	
2,574	2,903	1,500	41315	Fire inspection/prevention fees	1,500	1,500	
362		-	41320	Metro recycling grant			
2,675	3,905	3,000	41330	Mult. Co. alarm ordinance fees	3,500	3,500	
			41340	State 9-1-1 tax			
	49		41350	Recycling Reimbursement			
52,304			41400	Community Development Block Grant	10,200	10,200	
		4,000	41405	Bike Hub Grant			
	43,137	-	41404	Oregon State Park Grant (trails)			
	26,706	-	41425	Metro Greenspaces/Nature Bond Award			
Charges for services:							
1,907	2,215	2,475	42110	Copies, lien searches, etc.	2,500	2,500	
8,055	7,175	14,000	42112	Planning/zoning fees	12,000	12,000	
25	500		42115	Code Enforcement/Citation fines			
22,261	22,929	23,186	42116	Rental income			
		-	Other:				
14,854	19,360	23,150	45010	Interest income	25,000	25,000	
66	108		45012	Interest-Unsegregated Taxes			
3,137	571	1,000	45190	Miscellaneous revenue	1,000	1,000	
6,600	5,420	5,000	45231	Donations - community activities	5,000	5,000	
			45233	Community garden fees			
8,116	55,196		45225	Glisan Water line LID principal			
5,213	2,919		45255	Glisan Water line LID interest			
11,750	12,101	12,122	46041	Urban Renewal loan repaymnt	104,476	104,476	
2,117		521	46042	Urban Renewal loan interest	34,571	34,571	
<b>\$ 4,795,359</b>	<b>\$ 5,037,981</b>	<b>\$ 5,185,890</b>	<b>TOTAL</b>	<b>RESOURCES</b>	<b>\$ 5,607,944</b>	<b>\$ 5,607,944</b>	<b>\$ -</b>



CITY OF WOOD VILLAGE  
2017-18 BUDGET  
10 GENERAL FUND

		Adopted						
Actual	Actual	Budget				2017-18 Budget		
2014-15	2015-16	2016-17				Proposed	Approved	Adopted
<b>003 Events:</b>								
Personnel Services								
7,346	7,545	7,665	61075	HR /Records Mgr		7,979	7,979	
	68	282	61095	Compensated absences adjustm		293	293	
			61120	Utility worker III				
1,145	1,157	1,218	62010	PERS		1,505	1,505	
29	38	43	62020	Workers' Comp insurance		43	43	
3	3	3	62021	Workers' Comp assessment		3	3	
427	451	493	62030	Social security		513	513	
100	105	115	62031	Medicare		120	120	
1,415	678	231	62040	Health/dental/life insurance		211	211	
79	63	63	62050	State unemployment insurance		58	58	
53	56	58	62060	Tri-met payroll tax		62	62	
<b>\$ 10,596</b>	<b>\$ 10,164</b>	<b>\$ 10,171</b>	<b>Total personnel services</b>			<b>\$ 10,787</b>	<b>\$ 10,787</b>	<b>\$ -</b>
Materials and services:								
	27		63060	Postage		30	30	
			63236	Fuel		100	100	
			63301	Vehicle Repair		600	600	
\$ 14,757	\$ 18,277	\$ 18,800	63241	Community act. (Easter/Nite Out		\$ 35,340	\$ 35,340	
<b>\$ 14,757</b>	<b>\$ 18,304</b>	<b>\$ 18,800</b>	<b>Total materials and services</b>			<b>\$ 36,070</b>	<b>\$ 36,070</b>	<b>\$ -</b>
Capital outlay:								
4,440	1,730	6,000	64017	Equipment		6,000	6,000	
	\$ 10,296		64018	Truck Trailer for Events				
		5,000	64090	Pumpkin Carving Event				
<b>\$ 4,440</b>	<b>\$ 12,026</b>	<b>\$ 11,000</b>	<b>Total capital outlay</b>			<b>\$ 6,000</b>	<b>\$ 6,000</b>	<b>\$ -</b>
<b>\$ 29,794</b>	<b>\$ 40,494</b>	<b>\$ 39,971</b>	<b>Total Events</b>			<b>\$ 52,857</b>	<b>\$ 52,857</b>	<b>\$ -</b>
<b>004 Public Safety:</b>								
\$ 81,149	\$ 85,811	\$ 96,404	63160	BOEC dispatch (police/EMT/fire)		\$ 106,500	\$ 106,500	
390,476	399,066	407,000	63190	Police services		414,249	414,249	
399,281	371,013	415,131	63590	Fire service		435,060	435,060	
<b>\$ 870,906</b>	<b>\$ 855,890</b>	<b>\$ 918,535</b>	<b>Total Public Safety</b>			<b>\$ 955,809</b>	<b>\$ 955,809</b>	<b>\$ -</b>
<b>\$ 870,906</b>	<b>\$ 855,890</b>	<b>\$ 918,535</b>	<b>Total Public Safety</b>			<b>\$ 955,809</b>	<b>\$ 955,809</b>	<b>\$ -</b>

CITY OF WOOD VILLAGE  
2017-18 BUDGET  
10 GENERAL FUND

Actual		Adopted		2017-18 Budget			
2014-15	2015-16	2016-17			Proposed	Approved	Adopted
<b>005 Parks:</b>							
Personnel Services							
\$ 29,050	\$ 4,274	\$ 5,400	61050	Temporary	\$ 5,400	\$ 5,400	
	32,470	32,167	61051	Grounds/Gate Keepers	33,211	33,211	
(23)	185	1,005	61095	Compensated absences adjustm	1,059	1,059	
1,571	3,739	4,543	61100	Utility Worker 1	-	-	
1,812			61110	Utility Worker 2	5,088	5,088	
8,718	7,311	7,249	61150	Public Works Director	7,771	7,771	
-	909	1,758	61061	PW Office Specialist 2	1,549	1,549	
-	3,920	4,794	61155	Engineering Tech	5,140	5,140	
4,379	4,351	4,504	61165	PW Administrative Assistant	4,600	4,600	
6,252	7,017	8,298	62010	PERS	10,243	10,243	
2,155	2,722	3,442	62020	Workers' Comp insurance	3,442	3,442	
37	41	55	62021	Workers' comp assessment	55	55	
2,737	3,136	3,808	62030	Social security	3,957	3,957	
640	733	891	62031	Medicare	925	925	
5,841	7,415	9,405	62040	Health/dental/life insurance	9,803	9,803	
981	829	855	62050	State unemployment insurance	786	786	
335	386	451	62060	Tri-Met payroll tax	475	475	
<b>\$ 64,484</b>	<b>\$ 79,436</b>	<b>\$ 88,625</b>	<b>Total personnel services</b>		<b>\$ 93,504</b>	<b>\$ 93,504</b>	<b>\$ -</b>
Materials and services:							
			63029	Office Furniture	\$ -	\$ -	
\$ 174	\$ 150	\$ 140	63030	Dues, books, periodicals	\$ 25	\$ 25	
263	81	190	63130	Conference and training	200	200	
	-	65	63131	Travel	65	65	
558	522	600	63201	Park Lights	600	600	
1,379	1,145	2,700	63232	Operating supplies	2,700	2,700	
364	257	400	63233	Small equipment and tools	950	950	
50	50	50	63234	Sampling/Testing	50	50	
697	307	460	63235	Uniforms/clothing	460	460	
769	528	700	63236	Fuel	700	700	
1,484	-	1,900	63280	Contracted services	1,900	1,900	
373	455	700	63301	Vehicle repair and maintenance	700	700	
1,319	963	1,500	63302	Equipment repair and mainten	1,200	1,200	
91	1,094	1,950	63303	Building repair and maintenance	450	450	
4,422	4,624	10,670	63304	Grounds repair and maintenance	4,300	4,300	
	-	-	63308	System repair and maintenance			
	-	200	63311	Playground equip repair and mai	200	200	
	-	2,750	63999	Operating Contingency	2,750	2,750	
<b>\$ 11,943</b>	<b>\$ 10,176</b>	<b>\$ 24,975</b>	<b>Total materials and services</b>		<b>\$ 17,250</b>	<b>\$ 17,250</b>	<b>\$ -</b>
Capital outlay:							
			64015	Vehicle/Rolling Stock			
\$ 8,272	\$ 2,155		64016	Playground Equipment			
4,049		3,825	64017	Equipment/Office furniture			
44,032	52,483	15,500	64020	Site improvements	10,000	100,000	
13,551	12,362		64090	System Improvements		10,500	
<b>\$ 69,904</b>	<b>\$ 67,000</b>	<b>\$ 19,325</b>	<b>Total capital outlay</b>		<b>\$ 10,000</b>	<b>\$ 110,500</b>	<b>\$ -</b>
<b>\$ 146,331</b>	<b>\$ 156,612</b>	<b>\$ 132,925</b>	<b>Total Parks</b>		<b>\$ 120,754</b>	<b>\$ 221,254</b>	<b>\$ -</b>

CITY OF WOOD VILLAGE  
2017-18 BUDGET  
10 GENERAL FUND

		Adopted						
Actual	Actual	Budget			2017-18 Budget			
2014-15	2015-16	2016-17			Proposed	Approved	Adopted	
<b>006 Public Works Direct:</b>								
Personnel Services								
	\$ -	\$ 2,025		61050	Temporary/Seasonal	\$ 2,025	\$ 2,025	
9,128	10,243	10,656		61051	GroundsKeeper	10,879	10,879	
(1,148)	659	2,495		61095	Compensated absences adjustm	2,570	2,570	
1,885	2,617	3,180		61100	Utility Worker I	-	-	
16,624	10,491	11,825		61110	Utility Worker II	15,794	15,794	
9,002	6,594	7,584		61120	Utility Worker III	7,727	7,727	
10,462	10,966	8,381		61150	Public Works Director	8,985	8,985	
4,323	3,208	6,150		61061	PW Office Specialist 2	5,420	5,420	
2,376	1,960	2,397		61155	Engineering Tech	2,570	2,570	
16,421	19,034	19,704		61165	PW Administrative Assistant	20,124	20,124	
10,602	10,951	12,722		62010	PERS	15,627	15,627	
2,348	2,451	2,686		62020	Workers' Comp insurance	2,686	2,686	
43	38	47		62021	Workers' comp assessment	47	47	
4,120	3,854	4,613		62030	Social security	4,718	4,718	
963	902	1,079		62031	Medicare	1,103	1,103	
12,130	11,014	13,229		62040	Health/dental/life insurance	13,694	13,694	
1,260	864	820		62050	State unemployment insurance	752	752	
509	478	546		62060	Tri-Met payroll tax	566	566	
<b>\$ 101,048</b>	<b>\$ 96,324</b>	<b>\$ 110,139</b>		<b>Total personnel services</b>		<b>\$ 115,287</b>	<b>\$ 115,287</b>	<b>\$ -</b>
Materials and services:								
	\$ -			63029	Office furniture/equipment			
300				63235	Uniforms/clothing			
<b>\$ 300</b>	<b>\$ -</b>	<b>\$ -</b>		<b>Total materials and services</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>006 Public Works Direct:</b>								
Capital outlay:								
		7,000		64012	Office Furniture			
		7,000		64015	Vehicle/Rolling Stock	32,000	32,000	
34,284		\$ 3,825		64017	Equipment			
				64020	Site improvements			
2,675				64030	Buildings and improvements			
<b>\$ 36,959</b>	<b>\$ -</b>	<b>\$ 17,825</b>		<b>Total capital outlay</b>		<b>\$ 32,000</b>	<b>\$ 32,000</b>	<b>\$ -</b>
Reserves for future purchase:								
\$ -	\$ -	\$ 24,800		68014	Reserve for Equipment	\$ 12,000	\$ 12,000	
<b>\$ -</b>	<b>\$ -</b>	<b>\$ 24,800</b>		<b>Total reserves</b>		<b>\$ 12,000</b>	<b>\$ 12,000</b>	<b>\$ -</b>
<b>\$ 138,307</b>	<b>\$ 96,324</b>	<b>\$ 152,764</b>		<b>Total Public Works Direct:</b>		<b>\$ 159,287</b>	<b>\$ 159,287</b>	<b>\$ -</b>

CITY OF WOOD VILLAGE  
2017-18 BUDGET  
10 GENERAL FUND

		Adopted						
Actual	Actual	Budget				2017-18 Budget		
2014-15	2015-16	2016-17				Proposed	Approved	Adopted
<b>007 Permitting Services:</b>								
Personnel Services								
(95)	(1,017)	935	61095	Compensated absences adjustm	874	874		
21,900	15,773	30,238	61061	PW Office Specialist 2	26,648	26,648		
16,421	8,158	8,445	61165	PW Administrative Assistant	8,625	8,625		
4,148	3,100	6,608	62010	PERS	7,283	7,283		
171	222	200	62020	Workers' Comp insurance	200	200		
27	18	25	62021	Workers' Comp assessment	25	25		
2,164	1,428	2,456	62030	Social security	2,241	2,241		
506	334	574	62031	Medicare	524	524		
9,695	4,426	10,423	62040	Health/dental/life insurance	13,405	13,405		
830	442	464	62050	State unemployment insurance	426	426		
269	175	291	62060	Tri-met payroll tax	269	269		
<b>\$ 56,036</b>	<b>\$ 33,059</b>	<b>\$ 60,659</b>	<b>Total personnel services</b>		<b>\$ 60,520</b>	<b>\$ 60,520</b>	<b>\$ -</b>	
Materials and services:								
\$ 329			63029	Office furniture/equipment				
868	-	350	63030	Dues, books and publications	350	350		
399	503	250	63040	Office Supplies	250	250		
278	106	200	63060	Postage	200	200		
	-	150	63081	Rental housing inspection	150	150		
52,717	40,334	80,000	63090	Building Inspections	80,000	80,000		
378	-	500	63130	Conferences and Training	500	500		
127	-	165	63131	Travel	165	165		
2,804	867	3,400	63237	Computer Hardware/Software	900	900		
	5,190		63289	Code Enforcement Expenses				
			63302	Equipment Repair/Maintenance				
<b>\$ 57,900</b>	<b>\$ 47,000</b>	<b>\$ 85,015</b>	<b>Total materials and services</b>		<b>\$ 82,515</b>	<b>\$ 82,515</b>	<b>\$ -</b>	
<b>\$ 113,936</b>	<b>\$ 80,059</b>	<b>\$ 145,674</b>	<b>Total permitting services</b>		<b>\$ 143,035</b>	<b>\$ 143,035</b>	<b>\$ -</b>	
<b>008 Recreation Program:</b>								
Materials and services:								
			63280	Contracted Services		45,716		
<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>Total materials and services</b>		<b>\$ -</b>	<b>\$ 45,716</b>	<b>\$ -</b>	
<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>Total recreation program</b>		<b>\$ -</b>	<b>\$ 45,716</b>	<b>\$ -</b>	



CITY OF WOOD VILLAGE  
2017-18 BUDGET  
10 GENERAL FUND

Actual 2014-15	Actual 2015-16	Adopted Budget 2016-17				2017-18 Budget		
						Proposed	Approved	Adopted
			<b>10-009 Other General Fund Appropriations:</b>					
			Indirect Expenses					
\$ 10,300	-	10,684	001-63998	General Government Allocated OH Exp	11,550	11,550		
\$ 53,712	-	63,398	002-63998	Administration Allocated OH Exp	82,139	82,139		
\$ 5,184	-	6,707	006-63998	Public Works Allocated OH Exp	6,279	6,279		
13,570	77,345	12,749	009-63998	Non-Departmental Allocated OH Exp	12,739	12,739		
<b>\$ 82,766</b>	<b>\$ 77,345</b>	<b>\$ 93,538</b>	<b>Total Allocated Overhead Exp</b>			<b>\$ 112,707</b>	<b>\$ 112,707</b>	<b>\$ -</b>
			Capital Outlay					
\$ 1,983	\$ 1,082		64014	Off Furniture: Council chairs				
\$ 2,622	\$ 84,707	\$ 9,000	64020	Site Improvements	\$ 4,000	\$ 4,000		
	\$ 3,000	\$ 42,000	64090	System Improvements				
	\$ -	500,000	64200	Land Acquisition	500,000	500,000		
<b>\$ 4,604</b>	<b>\$ 88,789</b>	<b>\$ 551,000</b>	<b>Total Capital Outlay</b>			<b>\$ 504,000</b>	<b>\$ 504,000</b>	<b>\$ -</b>
<b>\$ 87,370</b>	<b>\$ 166,134</b>	<b>\$ 644,538</b>	<b>Total 10-009 Other General Fund Appropriations</b>			<b>\$ 616,707</b>	<b>\$ 616,707</b>	<b>\$ -</b>
	\$ -	\$ 8,000	68014	Reserve for Software	\$ 12,000	\$ 12,000		
	\$ -	\$ 888,000	66010	Operating contingency	\$ 850,000	\$ 850,000		
\$ 60,551				Auditor Adjustment				
	\$ -	\$ 1,000,000	<b>Unappropriated - rsrvd for resource stabilization</b>			\$ 1,000,000	\$ 1,000,000	
	\$ -	\$ 185,000	65040	Loaned to URA & Sewer Funds	\$ 1,200,000	\$ 1,200,000		
\$ 3,122,066	\$ 3,443,224	\$ 865,026	<b>Unappropriated ending balance</b>			\$ 284,536	\$ 68,320	
<b>\$ 4,795,362</b>	<b>\$ 5,037,981</b>	<b>\$ 5,185,890</b>	<b>TOTAL REQUIREMENTS</b>			<b>\$ 5,607,944</b>	<b>\$ 5,607,944</b>	<b>\$ -</b>

CITY OF WOOD VILLAGE  
2017-18 BUDGET  
30 STREET FUND

		2016-17						
Actual	Actual	Adopted				2017-18 Budget		
2014-15	2015-16	Budget				Proposed	Approved	Adopted
<b>RESOURCES:</b>								
\$ 400,689	\$ 429,919	\$ 541,925		Beginning balance		\$ 536,524	\$ 536,524	
Intergovernmental revenues:								
223,030	228,866	222,500		41230	State gas tax	217,000	217,000	
2,253	2,312	2,250		41231	State gas tax for footpaths (1%)	2,170	2,170	
				41300	Community Development Block Grant-B			
				41385	Grants			
				41370	Transportation & Growth Mgmt. Grant -C			
Charges for services:								
214,389	223,146	223,700		42111	Street Utility Fee	234,000	234,000	
839	1,090	860		42155	Late Charges	900	900	
Other:								
1,674	2,801	1,950		45010	Interest income	2,000	2,000	
				45190	Miscellaneous revenue			
9,550				45191	Recovery of Prior Year Exp			
Transfers in:								
				46010	Transfer from General Fund			
<b>\$ 852,423</b>	<b>\$ 888,133</b>	<b>\$ 993,185</b>		<b>TOTAL</b>	<b>RESOURCES</b>	<b>\$ 992,594</b>	<b>\$ 992,594</b>	<b>\$ -</b>
<b>REQUIREMENTS:</b>								
Personnel services:								
\$ 6,611	\$ 11,762	\$ 12,521		61040	City Manager	\$ 13,267	\$ 13,267	
4,671	4,738	4,824		61061	Office Specialist 1	4,981	4,981	
5,767	8,643	8,915		61062	Office Specialist 2	9,104	9,104	
5,877	6,036	6,132		61075	HR/Records Mgr	6,383	6,383	
20,659	21,133	21,572		61080	Finance Director	22,029	22,029	
	-	-		61090	Asst. to the City Administrator			
1,000	519	4,903		61095	Compensated absences adjustment	5,116	5,116	
	-	75		61050	Seasonal	75	75	
338	379	395		61051	Groundskeeper	403	403	
				61099	Apprentice Utility Worker			
1,571	5,608	6,814		61100	Utility Worker I	-	-	
16,262	20,982	23,649		61110	Utility Worker II	32,097	32,097	
9,002	13,189	15,169		61120	Utility Worker III	15,455	15,455	
8,718	18,277	14,950		61150	Public Works Director	16,027	16,027	
	-	-		61062	PW Office Specialist 2			
7,126	5,880	7,191		61155	Engineering Tech	7,710	7,710	
4,379	5,438	5,630		61165	PW Administrative Assistant	5,750	5,750	
7,365	7,715	8,421		61170	Accountant 1	8,646	8,646	
				61050	Temporary			
14,623	21,761	24,896		62010	PERS	31,097	31,097	
2,034	3,569	3,910		62020	Workers' comp insurance	3,910	3,910	
48	58	68		62021	Workers' comp assessment	68	68	
5,805	7,721	8,752		62030	Social Security	9,117	9,117	
1,358	1,806	2,047		62031	Medicare	2,132	2,132	
14,252	17,037	22,660		62040	Health/dental/life insurance	22,707	22,707	
1,392	1,332	1,244		62050	State Unemployment insurance	1,142	1,142	
718	958	1,036		62060	Tri-met payroll tax	1,094	1,094	
<b>\$ 139,574</b>	<b>\$ 184,541</b>	<b>\$ 205,774</b>		<b>Total personnel services</b>		<b>\$ 218,310</b>	<b>\$ 218,310</b>	<b>\$ -</b>
Materials and services:								
\$ 985	\$ -	\$ -		63029	Office Furniture/Equipment			
\$ 569	\$ 1,007	\$ 985		63030	Dues, books, periodicals	\$ 1,000	\$ 1,000	
509	474	675		63040	Office supplies and other	675	675	
	-	-		63041	Advertising			
1,538	1,763	1,250		63060	Postage	1,250	1,250	
192	-	-		63070	Legal			
	-	-		63080	Engineering services			
875	875	900		63091	Permits and inspections	950	950	
1,805	1,287	1,050		63130	Conferences and training	1,050	1,050	
175	173	275		63131	Travel	275	275	
41,831	6,181	10,400		63203	Street sweeping services	15,600	15,600	
7,171	39,923	51,250		63201	Electricity - street lights	60,000	60,000	

CITY OF WOOD VILLAGE  
2017-18 BUDGET  
30 STREET FUND

		2016-17						
Actual	Actual	Adopted				2017-18 Budget		
2014-15	2015-16	Budget				Proposed	Approved	Adopted
5,355	1,376	3,670		63232	Operating supplies	2,170	2,170	
180	14	-		63233	Small equipment and tools	100	100	
50	50	4,150		63234	Sampling/testing	100	100	
605	-			63235	Uniforms/clothing			
4	-			63236	Fuel			
	-	25,000		63280	Contracted services	25,000	25,000	
				63285	Computer Software (Auto Cad LT)			
6,009	558	2,800		63300	Footpath/bike maintenance	2,800	2,800	
				63301	Vehicle repair and maintenance			
204	347			63302	Equipment repair and maintenance	275	275	
4,146	1,434	1,700		63304	Grounds repair and maintenance	3,500	3,500	
7,245	10,126	3,500		63306	Street repair and maintenance	2,000	2,000	
14,343	7,938	17,500		63307	Storm line repair and maintenance	10,000	10,000	
				63309	Equipment rental			
				63310	Storm water Sampling			
				63540	Bad debt expense			
		9,000		63999	Operating Contingency	12,000	12,000	
<b>\$ 93,791</b>	<b>\$ 73,527</b>	<b>\$ 134,105</b>			<b>Total materials and services</b>	<b>\$ 138,745</b>	<b>\$ 138,745</b>	<b>\$ -</b>
					<b>30-009 Other Street Appropriations:</b>			
					Indirect Expenses			
\$ 2,641	\$ -	\$ 2,740		001-63998	General Government Allocated OH Exp	\$ 2,962	\$ 2,962	
13,772	-	16,256		002-63998	Finance and Administration OH exp	21,061	21,061	
10,368	-	13,414		006-63998	Public Works Indirect OH exp	12,558	12,558	
3,393	27,639	3,269		009-63998	Non-Departmental Allocated OH Exp	3,267	3,267	
<b>\$ 30,174</b>	<b>\$ 27,639</b>	<b>\$ 35,679</b>			<b>Total Allocated Overhead Exp</b>	<b>\$ 39,848</b>	<b>\$ 39,848</b>	<b>\$ -</b>
					Capital outlay:			
\$ 11,943	\$ 271			64014	Office Equipment			
		\$ 3,500		64015	Vehicles	\$ 8,000	\$ 16,000	
15,196		3,825		64017	Equipment			
644	26,722	1,000		64020	Site Improvements	1,000	1,000	
				64030	Building Improvements			
119,692	25,689	285,000		64040	Street improvements	431,383	431,383	
11,491				64060	Storm drainage improvements B			
<b>\$ 158,966</b>	<b>\$ 52,681</b>	<b>\$ 293,325</b>			<b>Total capital outlay</b>	<b>\$ 440,383</b>	<b>\$ 448,383</b>	<b>\$ -</b>
					Reserves for future purchase:			
\$ -	\$ -	\$ 8,200		68015	Reserves for future vehicle purchase	\$ 6,000	\$ 6,000	
<b>\$ -</b>	<b>\$ -</b>	<b>\$ 8,200</b>			<b>Total reserves</b>	<b>\$ 6,000</b>	<b>\$ 6,000</b>	<b>\$ -</b>
	\$ -	\$ 100,000		66010	Operating contingency	\$ 85,000	\$ 85,000	
\$ 429,919	\$ 549,745	\$ 216,102			Unappropriated ending balance	\$ 64,308	\$ 56,308	
				0				
<b>\$ 852,423</b>	<b>\$ 888,134</b>	<b>\$ 993,185</b>			<b>TOTAL REQUIREMENTS</b>	<b>\$ 992,594</b>	<b>\$ 992,594</b>	<b>\$ -</b>

CITY OF WOOD VILLAGE  
2017-18 BUDGET  
60 WATER FUND

Actual 2014-15	Actual 2015-16	Adopted Budget 2016-17	2017-18 Budget		
			Proposed	Approved	Adopted
<b>RESOURCES:</b>					
\$ 793,001	\$ 768,569	\$ 945,982	Beginning balance		
			\$ 987,729	\$ 987,729	
			Intergovernmental revenues:		
		\$ 60,679	41400	Community Development Block Grant	
			Charges for services:		
\$ 690,759	\$ 729,654	\$ 710,000	42120	Water user fees	\$ 740,700 \$ 740,700
\$ 2,550	\$ 1,500	\$ 9,500	42130	Hookup/connection fees	\$ 20,000 \$ 20,000
\$ 100	\$ -	\$ 200	42135	Hydrant user fees	\$ 200 \$ 200
\$ 7,969	\$ 7,200	\$ 8,500	42155	Late Charges	\$ 8,650 \$ 8,650
\$ 16,530	\$ 8,722	\$ 30,066	42182	System development charges	\$ 140,000 \$ 140,000
			Other:		
\$ 3,438	\$ 4,879	\$ 4,880	45010	Interest income	\$ 5,000 \$ 5,000
	\$ -	\$ 1,000	45190	Miscellaneous revenue	\$ 1,000 \$ 1,000
<b>\$ 1,514,347</b>	<b>\$ 1,520,525</b>	<b>\$ 1,770,807</b>	<b>TOTAL</b>	<b>RESOURCES</b>	<b>\$ 1,903,279 \$ 1,903,279 \$ -</b>
<b>REQUIREMENTS:</b>					
<b>60-000 Personnel services:</b>					
\$ 27,544	\$ 29,404	\$ 31,302	61040	City Manager	\$ 33,167 \$ 33,167
16,350	16,582	16,884	61061	Office Specialist 1	17,434 17,434
15,453	21,333	18,470	61062	Office Specialist 2	18,862 18,862
8,080	8,300	8,432	61075	HR/Records Mgr	8,776 8,776
26,562	27,172	27,735	61080	Finance Director	28,322 28,322
	-		61090	Asst. to the City Administrator	
(1,196)	948	9,482	61095	Compensated absences adjustment	9,885 9,885
			61096	Direct cost savings reallocation pay	
			61099	Apprentice Utility Worker	
5,341	14,581	17,716	61100	Utility Worker I	- -
39,867	41,963	47,298	61110	Utility Worker II	68,773 68,773
21,004	26,378	30,338	61120	Utility Worker III	30,910 30,910
29,642	27,415	24,011	61150	Public Works Director	25,741 25,741
		6,555	61062	PW Office Specialist 2	5,777 5,777
19,004	13,720	16,778	61155	Engineering Tech	17,989 17,989
6,568	8,702	9,008	61165	PW Administrative Assistant	9,200 9,200
14,729	15,430	16,842	61170	Accountant 1	17,292 17,292
			61050	Temporary	
34,431	41,110	48,887	62010	PERS	60,960 60,960
5,185	7,159	7,881	62020	Workers' comp insurance	7,881 7,881
113	120	141	62021	Workers' comp assessment	141 141
13,601	14,932	17,413	62030	Social Security	18,112 18,112
3,181	3,492	4,072	62031	Medicare	4,236 4,236
32,190	34,182	48,783	62040	Health/dental/life insurance	49,796 49,796
3,273	2,768	2,582	62050	State unemployment insurance	2,371 2,371
1,681	1,852	2,061	62060	Tri-met payroll tax	2,173 2,173
<b>\$ 322,603</b>	<b>\$ 357,542</b>	<b>\$ 412,671</b>	<b>Total personnel services</b>		<b>\$ 437,798 \$ 437,798 \$ -</b>
<b>60-000 Materials and services:</b>					
\$ 985	\$ -		63029	Office Furniture	
\$ 1,727	1,126	1,390	63030	Dues, books, periodicals	1,401 1,401
509	474	580	63040	Office supplies	580 580
	-		63041	Advertising	
1,459	1,998	2,000	63060	Postage	1,100 1,100
192	-		63070	Legal	
			63080	Engineering services	
			63091	Permits and inspections	
1,578	1,795	1,240	63130	Conferences and training	1,180 1,180
87	-	200	63131	Travel	200 200
			63139	Utility Service	36 36
			63140	Miscellaneous	- -
41,661	42,899	45,000	63201	Electricity	47,000 47,000
4,978	5,129	6,500	63206	Communications - telemetry	6,000 6,000

CITY OF WOOD VILLAGE  
2017-18 BUDGET  
60 WATER FUND

Actual 2014-15	Actual 2015-16	Adopted Budget 2016-17			2017-18 Budget			
					Proposed	Approved	Adopted	
	-			63210	Utility ROW Privilege Tax			
11,586	8,650	10,200		63232	Operating supplies	12,000	12,000	
3,151	2,595	1,250		63233	Small equipment and tools	2,000	2,000	
3,577	6,649	6,240		63234	Sampling/testing	2,500	2,500	
606				63235	Uniforms/clothing			
4				63236	Fuel			
10,583	11,781	10,540		63280	Contracted services	10,540	10,540	
65	249			63237	Computer Software (Auto Cad LT)			
				63301	Vehicle repair and maintenance			
4,885	3,638	1,910		63302	Equipment repair and maintenance	1,985	1,985	
495	686	500		63303	Building repair and maintenance	500	500	
44	1,926	300		63304	Grounds repair and maintenance	300	300	
				63305	Telemetry repair			
				63306	Street repair	100	100	
18,607	20,433	12,390		63308	System repair and maintenance	14,390	14,390	
				63309	Equipment rental			
				63510	Seasonal water purchases			
53	168			63540	Bad debt expense			
	-	13,500		63999	Operating Contingency	13,500	13,500	
<b>\$ 106,832</b>	<b>\$ 110,196</b>	<b>\$ 113,740</b>			<b>Total materials and services</b>	<b>\$ 115,312</b>	<b>\$ 115,312</b>	<b>\$ -</b>
					<b>60-009 Other Water Appropriations:</b>			
					Indirect Expenses			
\$ 6,602	\$ -	\$ 6,849		001-63998	General Gov't Allocated OH Exp	\$ 7,404	\$ 7,404	
34,431	-	40,640		002-63998	Finance and Administration OH Exp	52,654	52,654	
18,144	-	23,475		006-63998	Public Works Indirect OH Exp	21,977	21,977	
8,482	64,698	8,173		009-63998	Non-Departmental Allocated OH Exp	8,166	8,166	
<b>\$ 67,658</b>	<b>\$ 64,698</b>	<b>\$ 79,137</b>			<b>Total Indirect Expenses:</b>	<b>\$ 90,201</b>	<b>\$ 90,201</b>	<b>\$ -</b>
					<b>Capital outlay:</b>			
\$ 13,566	\$ -			64014	Office Furniture/Equipment			
		\$ 8,750		64015	Vehicles	\$ 24,000	\$ 24,000	
39,033		3,825		64017	Equipment			
1,610	711	2,500		64020	Site Improvements	2,500	2,500	
				64030	Buildings and Improvements			
194,474	16,370	453,000		64090	System improvements	596,821	596,821	
<b>\$ 248,683</b>	<b>\$ 17,081</b>	<b>\$ 468,075</b>			<b>Total capital outlay</b>	<b>\$ 623,321</b>	<b>\$ 623,321</b>	<b>\$ -</b>
					<b>Reserves for future purchase:</b>			
	\$ -	\$ 15,500		68015	Reserves for future vehicle purchase	\$ 7,500	\$ 7,500	
		5,000		68014	Software	7,500	7,500	
	<b>\$ -</b>	<b>\$ 20,500</b>			<b>Total reserves</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>	<b>\$ -</b>
	\$ -	\$ 298,000		66010	Operating contingency	\$ 300,000	\$ 300,000	
\$ 768,569	\$ 971,008	\$ 378,684			Unappropriated ending balance	\$ 321,647	\$ 321,647	
<b>\$ 1,514,345</b>	<b>\$ 1,520,523</b>	<b>\$ 1,770,807</b>			<b>TOTAL REQUIREMENTS</b>	<b>\$ 1,903,279</b>	<b>\$ 1,903,279</b>	<b>\$ -</b>

CITY OF WOOD VILLAGE  
2017-18 BUDGET  
70 SEWER FUND

		Adopted				
Actual	Actual	Budget			2017-18 Budget	
2014-15	2015-16	2016-17			Proposed	Approved
						Adopted
\$ 368,806	\$ 380,231	\$ 112,103	Beginning balance		\$ 277,469	\$ 277,469
	\$ -		SDC, unrealized revenues			
			Intergovernmental revenues:			
		67,390	41420	Metro Grant		
			41300	Comm Development Block Grant -D		
			Charges for services:			
904,842	927,588	915,000	42150	Sewer user fees	965,000	965,000
900	900	4,500	42130	Hookup/connection fees	20,700	20,700
5,015	6,582	6,250	42155	Late charges	5,300	5,300
18,732	7,493	32,746	42182	System Development Charges	64,000	64,000
			Other:			
2,012	1,952	900	45010	Interest income	1,000	1,000
	375		45190	Miscellaneous revenue		
			Loan proceeds:			
	-		45445	Loan borrowings - City General Fund		
			Transfers in:			
			46010	General Fund		
			46071	Sewer SDC Fund		
<b>\$ 1,300,307</b>	<b>\$ 1,325,120</b>	<b>\$ 1,138,889</b>	<b>TOTAL</b>	<b>RESOURCES</b>	<b>\$ 1,333,469</b>	<b>\$ 1,333,469</b>
						<b>\$ -</b>
			Personnel services:			
\$ 27,544	\$ 23,523	\$ 25,042	61040	City Manager	\$ 26,533	\$ 26,533
16,349	16,582	16,884	61061	Office Specialist 1	17,434	17,434
15,453	16,959	14,013	61062	Office Specialist 2	14,310	14,310
8,080	8,300	8,432	61075	HR/Records Mgr	8,776	8,776
26,562	27,171	27,735	61080	Finance Director	28,322	28,322
			61090	Asst. to the City Administrator		
(2,782)	410	8,182	61095	Compensated absences adjustment	8,533	8,533
			61096	Direct cost savings reallocation pay		
			61099	Apprentice Utility Worker		
5,340	10,842	13,174	61100	Utility Worker I	-	-
39,877	31,472	35,474	61110	Utility Worker II	51,453	51,453
21,004	19,783	22,753	61120	Utility Worker III	23,182	23,182
29,642	27,415	24,011	61150	Public Works Director	25,741	25,741
-		6,555	61062	PW Office Specialist 2	5,777	5,777
19,004	13,720	16,778	61155	Engineering Tech	17,989	17,989
6,568	8,701	9,008	61165	PW Administrative Assistant	9,200	9,200
14,729	15,430	16,842	61170	Accountant 1	17,292	17,292
			61050	Temporary		
34,428	35,866	42,591	62010	PERS	53,067	53,067
5,185	5,949	6,505	62020	Workers' comp insurance	6,505	6,505
114	107	123	62021	Workers' comp assessment	123	123
13,600	13,099	15,183	62030	Social Security	15,782	15,782
3,180	3,063	3,551	62031	Medicare	3,691	3,691
32,188	29,362	42,415	62040	Health/dental/life insurance	43,693	43,693
3,272	2,481	2,248	62050	State unemployment insurance	2,064	2,064
1,680	1,623	1,797	62060	Tri-met payroll tax	1,893	1,893
<b>\$ 321,019</b>	<b>\$ 311,859</b>	<b>\$ 359,296</b>	<b>Total personnel services</b>		<b>\$ 381,360</b>	<b>\$ 381,360</b>
						<b>\$ -</b>
			Materials and services:			
\$ -	\$ 160	\$ 235	63030	Dues, books, periodicals	\$ 505	\$ 505
509	474	800	63040	Office supplies	800	800
			63041	Advertising		
1,293	1,390	2,050	63060	Postage	1,150	1,150
192			63070	Legal		
			63080	Engineering services		

CITY OF WOOD VILLAGE  
2017-18 BUDGET  
70 SEWER FUND

		Adopted					
Actual	Actual	Budget	2017-18 Budget				
2014-15	2015-16	2016-17			Proposed	Approved	Adopted
985			63029	Office Furniture/Equipment			
754	332	1,700	63130	Conferences and training	600	600	
87	-	200	63131	Travel	200	200	
723	772	972	63139	Utility fee (Water/sewer lift station)	804	804	
			63140	Miscellaneous			
5,976	6,428	6,600	63201	Electricity	6,600	6,600	
2,624	2,721	3,000	63206	Communications - telemetry	2,500	2,500	
3,024	2,645	2,940	63207	Natural Gas	2,940	2,940	
			63210	Utility ROW Privilege Tax			
11,277	6,534	13,670	63232	Operating supplies	1,840	1,840	
564	161	-	63233	Small equipment and tools	1,750	1,750	
110	110	-	63234	Sampling/testing	150	150	
606			63235	Uniforms/clothing			
43			63236	Fuel			
9,084	8,114	8,820	63280	Contracted services			
212	219	4,810	63237	Computer Software (Auto Cad LT)	8,820	8,820	
-			63301	Vehicle repair and maintenance			
8,053	4,519		63302	Equipment repair and maintenance	6,450	6,450	
-	-	200	63303	Building repair and maintenance	200	200	
424	940	200	63304	Grounds repair and maintenance	650	650	
			63305	Telemetry repair and maintenance			
			63306	Street Repair and maintenance			
			63307	CDBG Lateral repair grant			
18,863	8,931	7,440	63308	System repair and maintenance	8,040	8,040	
			63309	Equipment rental			
292,380	343,314	360,000	63500	Wastewater Treatment	364,200	364,200	
178	129		63540	Bad debt expense			
	-	10,000	63999	Operating Contingency	10,000	10,000	
<b>\$ 357,961</b>	<b>\$ 387,893</b>	<b>\$ 423,637</b>	<b>Total materials and services</b>		<b>\$ 418,199</b>	<b>\$ 418,199</b>	<b>\$ -</b>
<b>70-009 Other Sewer Appropriations:</b>							
Indirect Expenses							
\$ 6,602	\$ -	\$ 6,849	001-63998	General Gov't Allocated OH Exp	\$ 7,404	\$ 7,404	
34,431	-	40,640	002-63998	Finance and Administration OH Exp	52,654	52,654	
18,144	-	23,475	006-63998	Public Works Indirect OH Exp	21,977	21,977	
8,482	64,697	8,173	009-63998	Non-Departmental Allocated OH Exp	8,166	8,166	
<b>\$ 67,658</b>	<b>\$ 64,697</b>	<b>\$ 79,137</b>	<b>Total Indirect Expenses:</b>		<b>\$ 90,201</b>	<b>\$ 90,201</b>	<b>\$ -</b>
Capital outlay							
\$ 13,566	\$ 676		64014	Office Equipment			
		\$ 8,750	64015	Vehicles	\$ 24,000	\$ 24,000	
30,235		1,700	64017	Equipment			
1,610	1,309	2,500	64020	Site Improvements	2,500	2,500	
			64030	Buildings and Improvements			
128,028	510,272	196,930	64090	System improvements	126,930	196,930	
<b>\$ 173,439</b>	<b>\$ 512,257</b>	<b>\$ 209,880</b>	<b>Total capital outlay</b>		<b>\$ 153,430</b>	<b>\$ 223,430</b>	<b>\$ -</b>
Reserves for future purchase:							
\$ -	\$ -	\$ 20,500	68015	Reserves for future vehicle purchase	\$ 15,000	\$ 15,000	
<b>\$ -</b>	<b>\$ -</b>	<b>\$ 20,500</b>	<b>Total reserves</b>		<b>\$ 15,000</b>	<b>\$ 15,000</b>	<b>\$ -</b>
	\$ -	\$ 44,800	66010	Operating contingency	\$ 150,000	\$ 80,000	
\$ 380,231	\$ 48,415	\$ 1,639	Unappropriated ending balance		\$ 125,279	\$ 125,279	
<b>\$ 1,300,308</b>	<b>\$ 1,325,120</b>	<b>\$ 1,138,889</b>	<b>TOTAL</b>	<b>REQUIREMENTS</b>	<b>\$ 1,333,469</b>	<b>\$ 1,333,469</b>	<b>\$ -</b>

CITY OF WOOD VILLAGE  
SCHEDULE OF CAPITAL OUTLAY  
FISCAL YEAR 2017-18

Capital Outlay Line-item	General Fund								Street	Water	Sewer	Total
	Gen'l Govt	Admin	Events	Publ Saf	Parks	Public Wks	Non-Dept					
<b>64012 / 64014 Office Equipment</b>												
<b>Total Equipment/Office Furniture</b>	-	-	-	-	-	-	-	-	-	-	-	-
<b>64015 Vehicle Rolling Stock</b>												0
Renovate and Rejuvenate Dump Truck								8,000				8,000
Dump Truck							32,000	8,000	24,000	24,000		88,000
<b>Total Equipment/Office Furniture</b>	-	-	-	-	-	-	<b>32,000</b>	<b>16,000</b>	<b>24,000</b>	<b>24,000</b>		<b>96,000</b>
<b>64017 Equipment</b>												
Banners/Flags			6,000									6,000
<b>Total Equipment</b>	-	-	<b>6,000</b>	-	-	-	-	-	-	-	-	<b>6,000</b>
<b>64020 Site Improvements</b>												
Trees								1,000	2,500	2,500		10,000
City Gateway Sign at DLR						10,500						10,500
Playfield Irrigation Design						10,000						10,000
Irrigation System Construction						40,000						40,000
Irrigation System Construct from SDC						40,000						40,000
Park Master Plan Update						10,000						10,000
<b>Total Site Improvements</b>	-	-	-	-	-	<b>110,500</b>	-	<b>1,000</b>	<b>2,500</b>	<b>2,500</b>	-	<b>120,500</b>
<b>64030 Buildings and improvements</b>												
Architect Services for City Hall	-	70,000										70,000
<b>Total Building and Improvements</b>	-	<b>70,000</b>	-	-	-	-	-	-	-	-	-	<b>70,000</b>
<b>64040 Street Improvements</b>												
Multnomah County Service Enhancements								85,000				85,000
Pavement Overlay Cedar								125,000				125,000
Pavement Overlay Reserve								221,383				221,383
<b>Total Street Improvements</b>	-	-	-	-	-	-	-	<b>431,383</b>	-	-	-	<b>431,383</b>
<b>64200 Land Acquisition Reserve</b>	-	-	-	-	-	-	-	-	-	-	-	<b>500,000</b>
<b>64090 System Improvements</b>												
Cedar Lane Water Line									85,000			85,000
Water Line Replacement (undesignated)									349,821			349,821
Interceptor Access Project										76,930		76,930
Sewer Line Replacement										50,000		50,000
Sewer Line Tving										70,000		70,000
Treehill/Cottonwood project									162,000			162,000
<b>Total Systems Improvements</b>	-	-	-	-	-	-	-	-	<b>596,821</b>	<b>196,930</b>	-	<b>793,751</b>
<b>68000 Reserves</b>												
68030 Reseves for future Acctg Software							6,000	3,000	7,500	7,500		30,000
68017 Reserves for future backhoe							6,000	3,000	7,500	7,500		30,000
<b>Total Reserves</b>	-	-	-	-	-	-	<b>12,000</b>	<b>6,000</b>	<b>15,000</b>	<b>15,000</b>	-	<b>60,000</b>
<b>TOTAL CAPITAL OUTLAY</b>	-	<b>70,000</b>	<b>6,000</b>	-	-	<b>110,500</b>	<b>32,000</b>	<b>504,000</b>	<b>448,383</b>	<b>623,321</b>	<b>223,430</b>	<b>1,921,634</b>
<b>TOTAL RESERVES</b>	-	-	-	-	-	-	<b>12,000</b>	<b>12,000</b>	<b>6,000</b>	<b>15,000</b>	<b>15,000</b>	<b>60,000</b>
<b>TOTAL CAPITAL OUTLAY &amp; RESERVES</b>	-	<b>70,000</b>	<b>6,000</b>	-	-	<b>110,500</b>	<b>44,000</b>	<b>516,000</b>	<b>454,383</b>	<b>638,321</b>	<b>238,430</b>	<b>1,981,634</b>



CITY OF WOOD VILLAGE  
2017-18 BUDGET  
90 INTERNAL SERVICES FUND

		Adopted									
Actual	Actual	Budget				2017-18 Budget					
2014-15	2015-16	2016-17				Proposed	Approved	Adopted			
					<b>Fund 90</b>	<b>INTERNAL SERVICE</b>					
<b>RESOURCES</b>											
Beginning Balance						\$ -	\$ -				
Intergovernmental revenues:											
		\$ 93,539			General Fund	\$ 112,708	\$ 112,708				
		35,679			Street Fund	\$ 39,847	\$ 39,847				
		79,136			Water Fund	\$ 90,200	\$ 90,200				
		79,136			Sewer Fund	\$ 90,200	\$ 90,200				
		2,226			Urban Renewal	\$ 2,729	\$ 2,729				
	\$ 235,880	\$ 289,715			Charges for Services	\$ 335,684	\$ 335,684				
<b>REQUIREMENTS:</b>											
<b>001 General Government:</b>											
Materials and services:											
\$ 3,764	\$ 4,035	\$ 4,665		63030	Dues, books & periodicals	\$ 4,760	\$ 4,760				
233	80			63041	Advertising						
				63100	Elections						
10,826	8,152	9,250		63111	Mayor, Council & Committee ex	10,250	10,250				
4,245	5,383	4,780		63130	Meetings, conferences & trainin	6,130	6,130				
561	628	610		63131	Travel	445	445				
-	3,796	2,640		63237	Computer Hardware/Software	3,530	3,530				
-				63280	Contracted services						
1,500	1,500	1,500		63600	East Metro Mediation	1,500	1,500				
				63605	LOC support						
4,861	3,365	3,450		63610	Economic community developm	2,500	2,500				
519	55	500		63620	Community programs	500	500				
(26,409)	(27,094)			63998	Overhead expense to URA, Water, Sewer						
				63999	Operating Contingency						
\$ 100	\$ (100)	\$ 27,395		Total materials and services		\$ 29,615	\$ 29,615	\$ -			
\$ 100	\$ (100)	\$ 27,395		<b>Total General Government</b>		\$ 29,615	\$ 29,615	\$ -			
<b>002 Administration:</b>											
Materials and services:											
\$ 21,469	\$ 22,871	\$ 23,600		63020	Bonds and insurance	\$ 23,600	\$ 23,600				
81	758	750		63029	Small office furniture and equipr	250	250				
3,206	3,516	4,065		63030	Dues, books and periodicals	4,475	4,475				
4,672	7,020	7,540		63040	Office supplies and other	7,740	7,740				
2,558	621	1,100		63041	Advertising, legal notices	2,100	2,100				
20,800	20,000	22,100		63050	Audit services	23,100	23,100				
4,698	3,832	6,515		63060	Postage	6,515	6,515				
13,304	12,465	14,000		63070	Legal	14,000	14,000				
	-			63080	Engineering services	-	-				
	-			63089	Temporary personnel	-	-				
4,983	3,944	14,000		63120	Planning services	14,000	14,000				
2,835	6,151	4,680		63130	Conferences and training	40,380	40,380				
1,071	1,983	2,000		63131	Travel	2,000	2,000				
634	646	600		63140	Miscellaneous	600	600				
12,613	9,316	24,230		63237	Computer hardware/replacemer	14,804	14,804				
-	3,240	4,680		63280	Contract services	4,680	4,680				
45,511	28,432	32,700		63302	Equipment repair and mainten	31,200	31,200				
				63280	DLCD Grant - Zone/Code changes						
				63309	Equipment rental						
(137,722)	(125,507)			63998	Overhead expense to URA, Water, Sewer						
				63999	Operating Contingency	21,170	21,170				
\$ 712	\$ (712)	\$ 162,560		Total materials and services		\$ 210,614	\$ 210,614	\$ -			
\$ 712	\$ (712)	\$ 162,560		<b>Total Administration</b>		\$ 210,614	\$ 210,614	\$ -			

6/6/2017 3:19 PM

CITY OF WOOD VILLAGE  
2017-18 BUDGET  
90 INTERNAL SERVICES FUND

		Adopted									
Actual	Actual	Budget				2017-18 Budget					
2014-15	2015-16	2016-17				Proposed	Approved	Adopted			
<b>006 Public Works</b>											
Materials and services:											
\$ 698	\$ 458	\$ 630			63029	Office furniture/equipment	1,290	1,290			
1,233	1,039	730			63030	Dues, books and publications	2,000	2,000			
1,992	2,682	2,000			63040	Office Supplies	-	-			
526	1,209	-			63041	Advertising					
120	19	50			63060	Postage	100	100			
					63070	Legal Services					
					63080	Engineering services					
116					63091	Permits and inspections	-	-			
1,703	1,094	1,550			63130	Conferences and training	1,550	1,550			
-	4	450			63131	Travel	450	450			
1,181	1,101	1,200			63139	Utilities-OPS	1,200	1,200			
495	618	500			63140	Miscellaneous	500	500			
2,759	2,320	2,700			63201	Electricity - OPS	3,900	3,900			
5,350	5,311	5,280			63206	Communications	5,520	5,520			
921	951	1,800			63207	Natural Gas - OPS	1,800	1,800			
1,470	1,623	1,600			63232	Operating supplies	1,600	1,600			
3,098	2,697	3,500			63233	Small equipment and tools	1,700	1,700			
994	2,453	3,750			63235	Uniforms/clothing	3,750	3,750			
5,564	4,546	4,200			63236	Fuel	4,200	4,200			
10,746	6,749	14,840			63237	Computer hardware/replacement	12,140	12,140			
324	420	600			63283	Contracted services - cleaning s	600	600			
398	493	320			63284	Contracted services - alarm mo	320	320			
592	274	300			63286	Contracted services - fire exting	400	400			
	-	970			63287	Contracted services - MCSO gr	970	970			
					63288	Contracted services - temporary clerical					
2,623	3,188	6,250			63301	Vehicle repair & maintenance	3,450	3,450			
4,541	6,992	6,000			63302	Equipment repair and maintenanc	6,000	6,000			
2,614	3,029	1,000			63303	Building repair and maintenance	2,500	2,500			
1,838	1,183	1,850			63304	Grounds repair and maintenanc	1,850	1,850			
					63309	Equipment rental					
(51,840)	(50,553)				63998	Overhead Expense to URA, Wa	-	-			
	-	5,000			63999	Operating contingency	5,000	5,000			
<b>\$ 57</b>	<b>\$ (97)</b>	<b>\$ 67,070</b>			<b>Total materials and services</b>		<b>\$ 62,790</b>	<b>\$ 62,790</b>	<b>\$ -</b>		
<b>\$ 57</b>	<b>\$ (97)</b>	<b>\$ 67,070</b>			<b>Total Public Works</b>		<b>\$ 62,790</b>	<b>\$ 62,790</b>	<b>\$ -</b>		
<b>009 Non-Departmental: City Hall Utilities</b>											
Materials and services:											
\$ 2,169	\$ 2,117	\$ 2,160			63139	Utility Service	\$ 2,280	\$ 2,280			
\$ 8,379	7,992	8,625			63201	Electricity	8,000	8,000			
8,984	9,306	9,600			63206	Communications	9,600	9,600			
1,884	1,929	2,600			63207	Natural gas	2,600	2,600			
1,208	1,213	1,400			63232	Operating supplies	1,500	1,500			
-	1,075	-			63233	Small Tools					
3,026	3,085	4,250			63283	Contracted services - cleaning s	4,550	4,550			
473	473	340			63284	Contracted services - alarm mo	340	340			
1,622	984	1,860			63302	Equipment repair and maintenanc	1,940	1,940			
2,546	1,704	1,280			63303	Building repair and maintenanc	1,280	1,280			
3,075	2,848	575			63304	Grounds repair and maintenanc	575	575			
601					63601	Internet at Mayor's home					
(33,926)	(32,727)				63998	Overhead expense to URA, Water, Sewer					
<b>\$ 40</b>	<b>\$ -</b>	<b>\$ 32,690</b>			<b>Total materials and services</b>		<b>\$ 32,665</b>	<b>\$ 32,665</b>	<b>\$ -</b>		
<b>\$ 909</b>	<b>\$ 471,761</b>	<b>\$ 289,715</b>			<b>TOTAL REQUIREMENTS</b>		<b>\$ 335,684</b>	<b>\$ 335,684</b>	<b>\$ -</b>		

CITY OF WOOD VILLAGE  
2017-18 BUDGET  
90 INTERNAL SERVICES FUND

		<b>INTERNAL SERVICE FUND</b>				
		<b>FUND 90</b>				
Allocation Principals and Methods						
All City Council and General Government Costs are borne by all Funds in proportion to total expenditures; Including memberships indirect costs are spread on the general percentage allocations identified below						
Note: All salary allocation are made directly in the base general fund department						
Spread General Government is first spread by percentage to each fund, then the GF is reduced by URA						
Percentage Allocations		40%	10%	25%	25%	1%
	Total	General Fund (10)	Street Fund (30)	Water Fund (60)	Sewer Fund (70)	URA (40)
General Government	29,615	11,550	2,962	7,404	7,404	296
Finance and Administration	210,614	82,139	21,061	52,654	52,654	2,106.14
Non-Departmental	32,665	12,739	3,267	8,166	8,166	326.65
Subtotal	272,894	106,429	27,289	68,224	68,224	2,729
Note Public Works Expenses, other by %						
		10%	20%	35%	35%	
Public Works	62,790	6,279	12,558	21,977	21,977	
Total	335,684	112,708	39,847	90,200	90,200	2,729
Total Allocated costs are \$335,684. The internal service fund has no "Revenue" these are allocations to the benefitting funds, with all allocated costs identified in the original funds as indirect expense.						

CITY OF WOOD VILLAGE  
**FISCAL YEAR 2017-18 APPROVED BUDGET**

The Proposed Budget was presented at the first meeting of the Wood Village Budget Committee on April 20, 2017. Suggested changes as outlined below, and allowed under ORS 294.435, were unanimously approved by the Budget Committee. The purpose of this note is to describe changes made to the proposed budget that are reflected in the approved budget.

Changes from Proposed Budget to Approved Budget 2017-18

Account Number	Description	<u>Proposed</u>	<u>Approved</u>	<u>Explanation</u>
10-000-64030	Bldg Improvements	\$ -	\$ 70,000	Architect Services for City Hall
10-000-64020	Site Improvements	\$ 10,000	\$ 100,000	Update Park Master Plan -\$10K, Playfield Irrigation System-\$80K
10-000-64090	System Improvements	\$ -	\$ 10,500	Supports for Gateway signs
10-000-63280	Contracted Services	\$ -	\$ 45,716	Recreation Program
30-000-64015	Vehicles	\$ 8,000	\$ 16,000	Renovation of existing truck for sanding/plowing
70-000-64090	System Improvements	\$ -	\$ 70,000	TV ing Sewer Lines

**FORM LB-1**

**NOTICE OF BUDGET HEARING**

A public meeting of the Wood Village City Council will be held on June 13, 2017 at 6:00pm at the Wood Village City Hall at 2055 NE 238th Dr, Wood Village, Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2017 as approved by the Wood Village Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at the Wood Village City Hall, between the hours of 8:00.am. and 4:30 p.m. or online at www.ci.wood-village.or.us. 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. If different, the major changes and their effect on the budget are:

Contact: Peggy Minter, Finance Director Telephone: 503-489-6858 Email: minter@ci.wood-village.or.us

<b>FINANCIAL SUMMARY - RESOURCES</b>			
<b>TOTAL OF ALL FUNDS</b>	Actual Amount 2015-2016	Adopted Budget This Year 2016-2017	Approved Budget Next Year 2017-2018
Beginning Fund Balance/Net Working Capital	4,700,785	4,963,962	5,373,764
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	2,134,824	2,152,326	2,352,773
Federal, State and all Other Grants, Gifts, Allocations and Donations	652,867	684,819	595,345
Revenue from Bonds and Other Debt	0	0	0
Interfund Transfers / Internal Service Reimbursements	234,378	287,491	332,957
All Other Resources Except Current Year Property Taxes	270,370	199,423	357,447
Current Year Property Taxes Estimated to be Received	778,535	800,750	825,000
<b>Total Resources</b>	<b>8,771,759</b>	<b>9,088,771</b>	<b>9,837,286</b>

<b>FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION</b>			
Personnel Services	1,272,169	1,448,022	1,530,525
Materials and Services	1,502,986	1,723,577	1,809,616
Capital Outlay	749,833	1,570,430	1,947,634
Debt Service	0	0	0
Interfund Transfers	234,378	287,491	332,957
Contingencies		1,330,800	1,385,000
Special Payments	0	0	0
Unappropriated Ending Balance and Reserved for Future Expenditure	5,012,392	2,728,451	2,831,554
<b>Total Requirements</b>	<b>8,771,758</b>	<b>9,088,771</b>	<b>9,837,286</b>

<b>FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM *</b>			
Name of Organizational Unit or Program FTE for that unit or program			
General Fund - Administration	199,244	205,457	282,959
FTE	1.90	1.73	1.73
General Fund - Events	40,494	39,971	52,857
FTE	0.10	0.10	0.10
General Fund - Public Safety	855,890	918,535	955,809
FTE	0.00	0.00	0.00
General Fund - Parks	156,612	132,925	221,254
FTE	1.50	1.51	1.45
General Fund - Public Works	96,324	152,764	159,287
FTE	1.40	1.32	1.27
General Fund - Permitting	80,059	145,674	143,035
FTE	0.70	0.74	0.74
General Fund - Recreation Program	0	0	45,716
FTE	0.00	0.00	0.00
General Fund - Non-Departmental	3,609,358	3,590,564	3,747,027
FTE	0.00	0.00	0.00
Street Fund	888,134	993,185	992,594
FTE	2.00	1.98	1.99
Water Fund	1,520,523	1,770,807	1,903,279
FTE	4.20	4.12	4.12
Sewer Fund	1,325,120	1,138,889	1,333,469
FTE	3.60	3.58	3.58
Not Allocated to Organizational Unit or Program	0	0	0
FTE	0.00	0.00	0.00
<b>Total Requirements</b>	<b>8,771,758</b>	<b>9,088,771</b>	<b>9,837,286</b>
<b>Total FTE</b>	<b>15.40</b>	<b>15.08</b>	<b>14.98</b>

**STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING \***  
 \*No changes in activities and sources of financing

<b>PROPERTY TAX LEVIES</b>			
	Rate or Amount Imposed 2015-16	Rate or Amount Imposed This Year 2016-17	Rate or Amount Approved Next Year 2017-18
Permanent Rate Levy (rate limit 3.1262 per \$1,000)	3.1262	3.1262	3.1262
Local Option Levy	0	0	0
Levy For General Obligation Bonds	0	0	0

<b>STATEMENT OF INDEBTEDNESS</b>		
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
Other Borrowings	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$0</b>

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

**RESOLUTION 17-2017**

**A RESOLUTION CERTIFYING MUNICIPAL SERVICES PROVIDED FOR THE PURPOSE OF ESTABLISHING ELIGIBILITY FOR RECEIPT OF STATE SHARED REVENUE**

WHEREAS, ORS 221.760, provides as follows:

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

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

and

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

**NOW THEREFORE, BE IT RESOLVED**, that the City of Wood Village hereby certifies that it provides the following four or more municipal services enumerated in Section 1, ORS 221.760:

- Police protection
- Fire protection
- Street construction, maintenance and lighting
- Sanitary sewer
- Storm sewers
- Planning, zoning and subdivision control
- Water supply and distribution

Motion to approve by \_\_\_\_\_; seconded by \_\_\_\_\_  
and adopted this 13th day of June, 2017.

YEAS \_\_\_\_\_ NAYS \_\_\_\_\_

\_\_\_\_\_  
TIMOTHY CLARK, MAYOR  
CITY OF WOOD VILLAGE

ATTEST:

\_\_\_\_\_  
Greg Dirks, City Recorder

## RESOLUTION 18-2017

### A RESOLUTION ADOPTING THE CITY OF WOOD VILLAGE BUDGET FOR FISCAL YEAR 2017-18 AND MAKING APPROPRIATIONS

BE IT RESOLVED that the City Council of the City of Wood Village hereby adopts the budget approved by the Budget Committee and amended by the City Council for the fiscal year 2017-18 with total requirements of \$9,837,286 including unappropriated fund balances of \$2,771,554, reserves of \$60,000 and appropriated sums of \$7,005,732.

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

#### **General Fund**

Administration	212,959
Events	46,857
Public Safety	955,809
Parks	110,754
Public Works Management	115,287
Building Services	143,035
Recreation Program	45,716
Non-departmental	
Operations	112,707
Capital Outlay	722,500
Operating contingency	<u>850,000</u>
General Fund Appropriation Total	<u>3,315,624</u>

#### **Street Fund**

Operations	396,903
Capital outlay	448,383
Operating contingency	<u>85,000</u>
Street Fund Appropriation Total	<u>930,286</u>

#### **Water Fund**

Operations	643,311
Capital outlay	623,321
Operating contingency	<u>300,000</u>
Water Fund Appropriation Total	<u>1,566,632</u>

#### **Sewer Fund**

Operations	889,760
Capital outlay	153,430
Operating contingency	<u>150,000</u>
Sewer Fund Appropriation Total	<u>1,193,190</u>

**Total Appropriations - All Funds** **7,005,732**

**Reserves:**

General Fund	24,000
Street Fund	6,000
Water Fund	15,000
Sewer Fund	<u>15,000</u>
<b>Reserves Total</b>	<b><u>60,000</u></b>

**Unappropriated Ending Fund Balances:**

General Fund	2,268,320
Street Fund	56,308
Water Fund	321,647
Sewer Fund	<u>125,279</u>
<b>Unappropriated Ending Fund Balances Total</b>	<b><u>2,771,554</u></b>

**Total Requirements – All Funds** 9,837,286

Motion to approve by \_\_\_\_\_; seconded by \_\_\_\_\_ and adopted this 13th day of June 2017.

YEAS \_\_\_\_\_ NAYS \_\_\_\_\_

\_\_\_\_\_  
TIMOTHY CLARK, MAYOR

ATTEST:

\_\_\_\_\_  
Greg Dirks, City Recorder



**RESOLUTION 18-2017A**

**A RESOLUTION ADOPTING THE CITY OF WOOD VILLAGE BUDGET FOR  
FISCAL YEAR 2017-18 AND MAKING APPROPRIATIONS**

BE IT RESOLVED that the City Council of the City of Wood Village hereby adopts the budget approved by the Budget Committee and amended by the City Council for the fiscal year 2017-18 with total requirements of \$9,837,286 including unappropriated fund balances of \$2,771,554, reserves of \$60,000 and appropriated sums of \$7,005,732.

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

**General Fund**

Administration	212,959
Events	46,857
Public Safety	955,809
Parks	110,754
Public Works Management	115,287
Building Services	143,035
Recreation Program	45,716
Non-departmental	
Operations	112,707
Capital Outlay	738,500
Operating contingency	<u>834,000</u>
General Fund Appropriation Total	<u>3,315,624</u>

**Street Fund**

Operations	396,903
Capital outlay	448,383
Operating contingency	<u>85,000</u>
Street Fund Appropriation Total	<u>930,286</u>

**Water Fund**

Operations	643,311
Capital outlay	623,321
Operating contingency	<u>300,000</u>
Water Fund Appropriation Total	<u>1,566,632</u>

**Sewer Fund**

Operations	889,760
Capital outlay	233,430
Operating contingency	<u>70,000</u>
Sewer Fund Appropriation Total	<u>1,193,190</u>

**Total Appropriations - All Funds** 7,005,732

Alternate Resolution for inclusion of Halsey Appropriation and Sewer Fund Modifications

**Reserves:**

General Fund	24,000
Street Fund	6,000
Water Fund	15,000
Sewer Fund	<u>15,000</u>
<b>Reserves Total</b>	<b><u>60,000</u></b>

**Unappropriated Ending Fund Balances:**

General Fund	2,268,320
Street Fund	56,308
Water Fund	321,647
Sewer Fund	<u>125,279</u>
<b>Unappropriated Ending Fund Balances Total</b>	<b><u>2,771,554</u></b>

**Total Requirements – All Funds** 9,837,286

Motion to approve by \_\_\_\_\_; seconded by \_\_\_\_\_ and adopted this 13th day of June 2017.

YEAS \_\_\_\_\_ NAYS \_\_\_\_\_

\_\_\_\_\_  
TIMOTHY CLARK, MAYOR

ATTEST:

\_\_\_\_\_  
Greg Dirks, City Recorder

Alternate Resolution for inclusion of Halsey Appropriation and Sewer Fund Modifications along with a portable message center

**RESOLUTION 18-2017B**

**A RESOLUTION ADOPTING THE CITY OF WOOD VILLAGE BUDGET FOR FISCAL YEAR 2017-18 AND MAKING APPROPRIATIONS**

BE IT RESOLVED that the City Council of the City of Wood Village hereby adopts the budget approved by the Budget Committee and amended by the City Council for the fiscal year 2017-18 with total requirements of \$9,837,286 including unappropriated fund balances of \$2,771,554, reserves of \$60,000 and appropriated sums of \$7,005,732.

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

**General Fund**

Administration	212,959
Events	46,857
Public Safety	955,809
Parks	110,754
Public Works Management	115,287
Building Services	143,035
Recreation Program	45,716
Non-departmental	
Operations	112,707
Capital Outlay	758,500
Operating contingency	<u>814,000</u>
General Fund Appropriation Total	<u>3,315,624</u>

**Street Fund**

Operations	396,903
Capital outlay	448,383
Operating contingency	<u>85,000</u>
Street Fund Appropriation Total	<u>930,286</u>

**Water Fund**

Operations	643,311
Capital outlay	623,321
Operating contingency	<u>300,000</u>
Water Fund Appropriation Total	<u>1,566,632</u>

**Sewer Fund**

Operations	889,760
Capital outlay	233,430
Operating contingency	<u>70,000</u>
Sewer Fund Appropriation Total	<u>1,193,190</u>

**Total Appropriations - All Funds** 7,005,732

Alternate Resolution for inclusion of Halsey Appropriation and Sewer Fund Modifications along with a portable message center

**Reserves:**

General Fund	24,000
Street Fund	6,000
Water Fund	15,000
Sewer Fund	<u>15,000</u>
<b>Reserves Total</b>	<b><u>60,000</u></b>

**Unappropriated Ending Fund Balances:**

General Fund	2,268,320
Street Fund	56,308
Water Fund	321,647
Sewer Fund	<u>125,279</u>
<b>Unappropriated Ending Fund Balances Total</b>	<b><u>2,771,554</u></b>

**Total Requirements – All Funds** 9,837,286

Motion to approve by \_\_\_\_\_; seconded by \_\_\_\_\_ and adopted this 13th day of June 2017.

YEAS \_\_\_\_\_ NAYS \_\_\_\_\_

\_\_\_\_\_  
TIMOTHY CLARK, MAYOR

ATTEST:

\_\_\_\_\_  
Greg Dirks, City Recorder

**RESOLUTION 19-2017**

**A RESOLUTION LEVYING AND CATEGORIZING  
AD VALOREM TAXES FOR FISCAL YEAR 2017-18**

BE IT RESOLVED that the City Council of the City of Wood Village hereby levies the property taxes provided for in the Adopted Budget at the rate of \$3.1262 per \$1,000 of assessed value for operations; and that these taxes are hereby imposed for tax year 2017-18 upon the assessed value of all taxable property within the City of Wood Village.

BE IT FURTHER RESOLVED that the City Council of Wood Village hereby categorizes the imposed taxes as follows:

General Government	\$3.1262/\$1,000 Assessed Value
Excluded from limitation	-0-

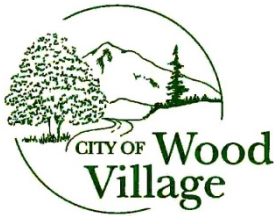
Motion to approve by \_\_\_\_\_; seconded by \_\_\_\_\_  
and adopted this 13th day of June, 2017.

YEAS \_\_\_\_\_ NAYS \_\_\_\_\_

\_\_\_\_\_  
TIMOTHY CLARK, MAYOR

ATTEST:

\_\_\_\_\_  
Greg Dirks, City Recorder



East County Recreation Program  
**Wood Village City Council  
Agenda Item Staff Report**

**Meeting Date: June 13, 2017**

---

**TO:** Mayor and City Council  
**FROM:** Bill Peterson, City Manager  
**DATE:** 6 June 2017  
**SUBJECT:** East County Recreation Program; Authorize Intergovernmental Agreement and provide for Appointments

---

**Requested Action**

Consider Resolution Number 20-2017 authorizing the City Manager to sign an Intergovernmental Agreement (IGA) with Fairview to create the East County Recreation Program, and by motion to provide for appointment of a council member and two citizen representatives to the Agency.

**Background**

Nearly a year ago, the three east county cities began a discussion of a potential recreation program. At the time, the existing program in Troutdale was viewed as the probable vehicle for combining into a regional program. Troutdale officials determined not to participate and to keep their program designed for Troutdale residents. Following the exit from participating by Troutdale, Fairview and Wood Village elected to enter into an intergovernmental agreement to secure the services of a Hatfield Resident from Portland State University to conduct a feasibility analysis of providing a two city program.

The two cities utilized a Resident Hatfield Fellow through Portland State University to complete the work evaluating the potential for a recreation program. The report from Katherine Ashford, was reviewed by the Wood Village City Council at their meeting of April 11, 2017, with a unanimous City Council directing the City Manager to proceed with the negotiations of an IGA to implement the program.

**Funding Start Up**

Startup program costs for the recreation program were specifically authorized by resolution to fund the program for the months of May and June prior to the new fiscal period. This initial phase is functioning under the prior IGA, and will transition to this agreement once authorized by the respective City Councilors.

Two Cities Recreation Program		Parks	Recreation	
		April	May and June	Total
Full Time Position and all Benefits		3,191.00	15,178.00	18,369.00
Materials and Services			2,225.00	2,225.00
Total Program Costs		3,191.00	17,403.00	20,594.00
Wood Village Portion at 40%			6,961.20	6,961.20
Fairview Portion (100% of Park cost, 60% Recreation)		3,191.00	10,441.80	13,632.80

Katherine Ashford, the Hatfield Fellow that has accomplished the feasibility work, has agreed to provide the initial direction for the program, and is actively working to get the recreation program started.

### **Intergovernmental Agreement**

The key features of the new IGA are:

1. Creates a two City recreational program board consisting of
  - a. One Elected official from Each City
  - b. Two Citizens from Each City
  - c. Reynolds School District Representative
  - d. Ex-Officio Administrator from each city
2. Establishes the share of funding at 60/40, with the specific recognition that the split is based on the level of support provided by Fairview
3. Provides for both Cities to commit to three years of financing for the program, with an evaluation provision at the end of year 2
4. Provides for mutually agreed termination prior to the end of the three year period, but requires both cities to commit future reserves to assuring funding for the base three year period (FY17-18 through FY 19-20).
5. Fairview provides the employment structure, payroll, finances, budget, oversight and administrative support to the program without additional shared costs in the base budget.
6. Provisions for indemnity, legal construction, and similar legal terms and requirements.

The final language for the agreement is not complete at the time of the preparation of this background. If completed by the Council meeting date (June 13), the final will be presented that evening along with the resolution authorizing execution. If it is not yet final, the resolution contemplates authorizing the City Manager to function with a delegation from the City Council to complete the agreement and sign.

### **Appointments**

The working group participants that completed the recreational evaluation on Wood Village's behalf consisted of:

City Councilors Patricia Smith and Scott Harden  
Wood Village Baptist Church Associate Pastor Tom Miles

All three participants have expressed a willingness to continue to serve on the new board, so a motion to appoint all three is recommended.

**Goals Affected**

If adopted, this action will further City Council goals GOAL 3: High Quality, cost-effective public utilities, parks and events; and GOAL 6: Effective local, state and regional partnerships.

**Alternatives**

The alternatives are to:

1. Determine not to authorize the IGA by defeating the motion on the resolution, or choose to advertise and appoint other individuals to the board, or
2. Adopt the Resolution.

**Fiscal Impact**

The specific costs have been reviewed with the Council before. The first cost in the current fiscal year is \$6,961.20 through June 30, and then a total of \$132,000 for three years, with a fiscal year 2017-18 appropriation of \$45,716.

**Suggested Motion**

*I move to adopt resolution number 20-2017 authorizing the City Manager to execute an Intergovernmental Agreement with Fairview for the delivery of a Recreation program for three years.*

*I move to appoint the following individuals to the East County Recreation Board:*

*Elected Official: Pat Smith  
Citizen: Scott Harden  
Tom Miles*



**RESOLUTION 20-2017**

**A RESOLUTION DIRECTING THE CITY MANAGER TO EXECUTE AN INTERGOVERNMENTAL AGREEMENT WITH THE CITY OF FAIRVIEW FOR THE DELIVERY OF A THREE YEAR RECREATION PROGRAM**

**WHEREAS:**

1. The Cities of Fairview and Wood Village have evaluated the recreational program feasibility evaluation and elected to proceed, and
2. The initial program offering can be made in the summer of 2017 and an authorization to permit the program to proceed was completed in Resolution 10-2017, and
3. The City Council is desirous of completing an Intergovernmental Agreement to assure a recreation program as envisioned is delivered.

**NOW THEREFORE, BE IT RESOLVED BY THE WOOD VILLAGE CITY COUNCIL** that the he City Manager is directed to complete negotiations with the City of Fairview for an Intergovernmental agreement creating a recreation program for a minimum of three (3) years. The City Council specifically recognizes that the IGA final language is not complete at the time of this authorization, and specifically authorizes the City Manager to complete modifications necessary to the agreement prior to signing.

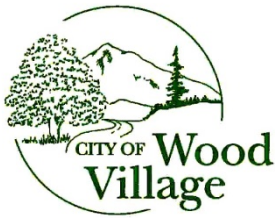
Moved to approve by \_\_\_\_\_; seconded by \_\_\_\_\_ and adopted this 13th day of June 2017.

YEAS \_\_\_\_\_ NAYS \_\_\_\_\_

\_\_\_\_\_  
Timothy Clark; Mayor

ATTEST:

\_\_\_\_\_  
GREG DIRKS; Human Resources/Records



City of Wood Village – Fats, Oils and Grease (FOG) Program

## City Council Agenda Item Staff Report

Meeting Date: June 13, 2017

---

**TO:** Mayor Clark and Members of the Wood Village City Council  
**FROM:** Scott Sloan, Public Works Director  
**DATE:** June 6, 2017

**SUBJECT: Fats, Oils and Grease (FOG) Program**

---

### **Council Discussion Item**

Excess fats, oils and grease (FOG) in wastewater discharged from commercial establishments, such as food service establishments and multi-family complexes, adhere to sewer pipe walls restricting flow. The buildup of FOG can eventually impede flow causing problems upstream either in the mainlines or laterals from homes and businesses.

This discussion is to describe the process staff is proposing to educate and bring businesses into conformity with our codes and, by reference, the codes of the City of Gresham for the minimizing and/or abatement of FOG.

### **Background**

Last April our Public Works crew confirmed that the pumps in the 238<sup>th</sup> lift Section were running excessively recording extraordinary temperatures and run times. Upon inspection the wet well was found to have an accumulation of FOG at a high level reducing the diameter of the well by nearly 3'. With only a few contributors matching the descriptions of those our code specifies, the crew made a call on one of the fast food restaurants in the area. There they found the hydro-mechanical grease interceptor to be fully clogged in fats, oils and grease. The cleaning necessary to restore the wet well to its designed capacity and effective operation for this year has been \$4,100. Most of this cost can be avoided.

Quarterly, for years, the city has hired companies to clean and inspect what we have called “hot spots”, those manholes at locations in our system that have historically accumulated detritus and FOG. We have fortunately been ahead of situations that could have been calamitous if ignored any longer. We have experienced mainlines, specifically in Halsey, that have surcharged manholes exceeding the top of pipes in and out. In that case specifically, we were days from surcharging the manhole lid and it was caused essentially from FOG accumulation. From that experience several years ago our crew routinely inspects these manholes for just such buildups.

Excess FOG in our system obstructs flow and leads to sanitary sewer overflows, which expose our residents, visitors and environment to disease organisms and pollutants. Overflows such as these are prohibited by the Federal Clean Water Act and the City of Wood Village’s NPDES (National Pollutant Discharge Elimination System) permit, and the City can receive enforcement penalties and fines from the DEQ.

However, the city has language at its disposal for remediating these problems. 13.08 of the Wood Village Municipal Code (WVMC) prohibits the discharge of substances obstructing sewer flow. Facilities generating FOG are regulated per the following WVMC articles; 13.08.140 requires installation of pretreatment devices necessary to comply with prohibitions. In 13.08.170 it is unlawful to damage, destroy, obstruct or interfere with any manhole or pumping station. 13.08.180 allows for inspection, observation and regulation of compliance.

Food services establishments are defined as any facility that prepares and/or serves food or beverages. There are two basic types of pretreatment devices used by food service establishments generally to control FOG discharges to the sanitary sewer. They are:

1. Gravity Grease Interceptors (GGI)
  - Large capacity in-ground external devices.
  - Range from 500 gal to 5000 gal volumes.
  - Has capacity to store FOG generated from fast food, full service restaurants, bakeries, meat markets, high volume coffee shops, and ice cream shops.
2. Hydro-mechanical Grease Interceptors (HGI)
  - Low capacity internal under the sink devices.
  - Limited FOG capacity best suited for sandwich shops (no frying) and delis.
  - Due to low installation costs and out of date plumbing codes, these devices have been widely used. In many applications, the food service establishments generate more FOG than the device has capacity to hold. In these instances, FOG passes through the device and into the sewer system.

There are other likely contributors. Multifamily complexes, duplex complexes and mobile home courts pose a unique problem in controlling FOG discharges to the City collection system since there is no pretreatment available for these users. Reduction of FOG discharges requires best management practices (BMP) to be implemented by the complex residents.

1. Staff has has considered creating a multifamily FOG BMP kit that includes;
  - a. Grease can lids and scrapers for each resident and
  - b. FOG disposal flyers and posters with letters for management to send to tenants describing the problem.
2. The City will additionally focus compliance efforts on multifamily neighborhood contributing FOG.

### **Funding and Project Costs**

Staff sees no additional funding necessary other than the administrative costs of providing educational material to our businesses, residential managers and residents, following up on quarterly reports provided by our businesses and enforcing compliance to our codes. The cost accompanies the code enforcement officer on staff.

Costs associated with lift station cleaning are part of our on-going maintenance of such facilities and are found annually in our wastewater system maintenance budget. That said, it is imperative that we reduce those costs by responsibly exercising code enforcement.

### **Staff's Procedural Next Steps**

Staff has as of the last week in May, cleaned all the historic hot spots in the city wastewater system. This is an effort to create a base line for FOG build up at these locations and the rest of the system. We have also visited all the food service establishments that could be contributors to the FOG problem. Our code enforcement officer is currently receiving copies of quarterly reports from certified "FOG haulers" acceptable to the Gresham Treatment Plant.

At this point staff will monitor the above mentioned manholes on a monthly basis and record photographically the inspections. Staff will also monitor food service establishments infrequently on a non-scheduled basis as follow-ups to the certified inspections and cleaning of facilities.

In time, as results are diagnosed, letters of required action and the confirmation of compliance may be necessary to be followed, again if necessary, with fines.

### **Additional Fiscal Impacts**

In addition to the cost of the program as mentioned above might be, in the future, to provide incentives to business to install facilities. The city might allow permit waivers, cash incentives as a percent of installation or material costs. The City of Gresham has a low interest grant program.

Though they may not be immediately a cost incurred by the city, it's important to know that retrofitting or initially installing either gravity grease interceptors or a hydro-mechanical interceptors is an expensive installation: \$15,000-\$65,000 or \$500-\$7,500 respectively.

### **Recommendation for Staff to Proceed**

It is the recommendation of your staff that the project be allowed and encouraged to proceed to the extent that costs of the program rise to the level of budgetary needs.