

ADAIR VILLAGE BUDGET COMMITTEE AGENDA-Final
City Hall - 6030 Wm. R Carr Av.
******Tuesday, May 2, 2017 - 6:00 PM******

1. ROLL CALL – Flag Salute

2. BUSINESS:

- a) Minutes – Budget Committee Meeting – April 19, 2017 (Attachment A)
Action: Approval
- b) Review of 2017-18 Updated Budget Pat Hare
Action: Recommendation/Approval
- c) Discussion of Use of State Revenue Sharing Pat Hare
Action: Discussion

3. PUBLIC COMMENT

4. ADJOURNMENT:

Next meeting - Tuesday May 23, 2017 @ 6:00 PM (only if needed)

**ADAIR VILLAGE
BUDGET COMMITTEE MINUTES-Draft
6030 William R. Carr Avenue
Wednesday, April 19, 2017 – 6:30 PM**

Agenda Item	Action
<p>1. Roll Call: Members present: Committee members R.C. Widony, Alan Rowe Marie Andrews, Michael Packard, and Jeff Snyder were present. Councilors Nicole Real, Charline King, Susan Canfield and Mayor Bill Currier were present. CA (City Administrator) Pat Hare, the 2017 Budget Officer was lead staff for the meeting. Councilor Dusty Andrews was absent.</p>	<p>Mayor Currier called the meeting to order at 6:30 PM and led the flag salute.</p>
<p>2. Election of Budget Committee Chair (Agenda Item 2a). Mayor Currier opened the meeting with a nomination for Budget Chair (see Action column).</p>	<p>Member Snyder moved to nominate Susan Canfield as Budget Committee chair. Mayor Pro Tem King seconded. (9-0. Unanimous)</p>
<p>3. Budget Message (Agenda Item 2b). ACA Hare presented the 2017-18 Budget Message.</p>	<p>Budget Committee received report.</p>
<p>4. Budget by Fund (Agenda Item 2c).</p> <p>General Fund General Fund revenues expected to remain at the same level that they have been over the last ten years. Five sub-accounts make up this fund:</p> <ul style="list-style-type: none"> • Administration \$15,000 was added to the fund for adding additional planning services, however; Administrator Hare recommended moving the \$15,000.00 funds to wastewater to help supplement in order to prevent to large of rate increase. • Non-Departmental Administrator Hare pointed out that \$10,000.00 dollars was budgeted for the continued partnership with GP and Office Depot for mitigation of the Industrial site. The other change in the fund was a 100,000 dollars for finishing the west Barracks. The Council spent some time deliberating on this issue in regards to taking a loan or utilizing reserve funds to pay for the project. (See Action Column) • Parks Parks will be adding a position for an assistant position to help Brittany Kennedy with the Summer Program. This will not increase the fund because Brittany will be working less hours. <p>Reserve Fund The initial budget may need to commit some Reserve Funds to support the needs covered from the General Fund expenditures.</p> <p>Storm Drain Fund There will be no major changes to the fund but Administrator Hare pointed out that there had not been an increase in the fund since 2009. He also mentioned that the City will need to do a supplemental budget for the</p>	<p>Member Widony moved to approve City Administrator Hares recommendation of taking a loan for the 100,000.00 dollars. Member Packard seconded. (9-0 Unanimous)</p>

<p>current year because of an unexpected expense form DEQ.</p> <p>Street Fund The City was able to do all the crack sealing this year with the materials and service fund therefore they did not spend the \$24,000.00 in capital outlay. This means the City can do an overlay project this year.</p> <p>System Development Fund ServPro SDCs will increase this fund.</p> <p>Wastewater Fund The Wastewater fund has a negative balance and to break even the City would need to do a \$7.50 increase to zero this fund out. Administrator hare recommended that the City do half of that \$3.75 and supplement the other half with funds from the general fund. Specifically the funds budgeted for the increase in the additional planning. There was a lot of discussion about this and Councilor Canfield wanted to know if there was another way to fund this rather than put the increase on rate payers. The discussion revolved around the need for the fund to pat for itself.(See Action Column)</p> <p>Water Fund Administrator Hare pointed out that the City has prepared well for the anticipated loan payment to the IFA for the Water Tank project that was completed in the current year. He stated that the first payment is not until 2020 but that he had budgeted the payment starting this fiscal year to have three years saved up before actual payments started. Administrator Hare also pointed out that the he put more into the system maintenance fund due to leaks in the new section.</p>	<p>Councilor King moved to approve Administrator Hare's recommendation to raise the rates by \$3.75 and to supplement the other half with general fund dollars. Councilor Real seconded. (9-0 Unanimous)</p>
<p>5. State Revenue Sharing (Agenda Item 2d). The amount estimated for State Revenue Sharing (SRS) this coming year is \$7,800.00. Staff recommended a few options including: landscaping at the other two entrances to town, plowing the park in between City Hall and the Barracks, landscaping on the hill down barberry. There was some discussion on this matter. Further discussion will take place during next meeting.</p>	
<p>6. Public Comment. Faye Abraham asked if the City was focusing on the water lines in town anymore. Administrator Hare said that that was not a focus at this time. She also commented on past uses of the State Revenue Sharing Dollars.</p>	
<p>7. Adjournment: Next meeting- Budget Committee meeting scheduled for 6:00 PM on Tuesday, May 2, 2017. City Council meeting will begin five minutes after completion of the Budget meeting.</p>	<p>Chair Canfield adjourned the meeting at 8:40 PM.</p>

Chair's Signature

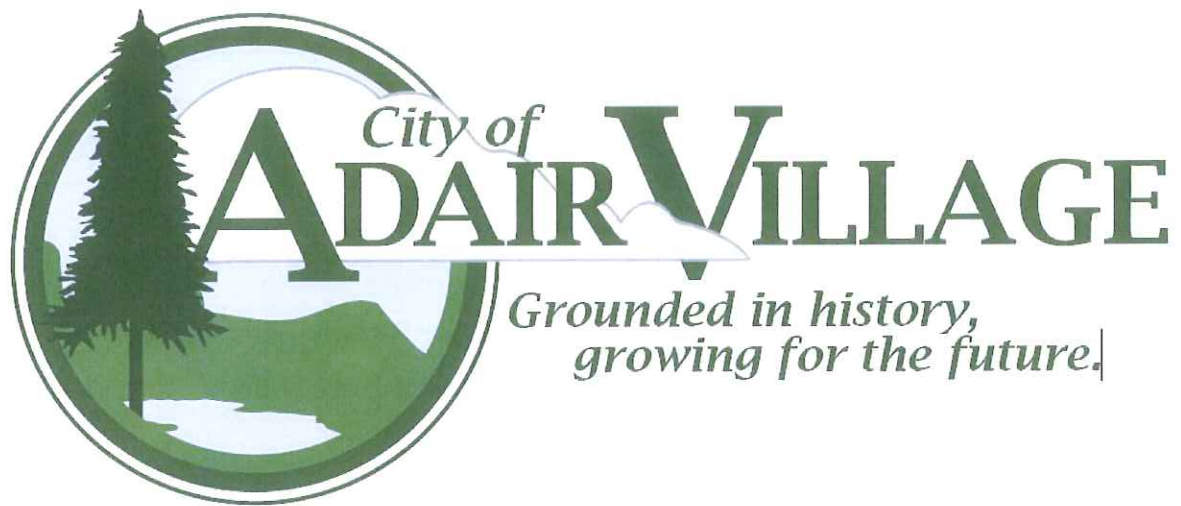
Date

Debt Service

Barracks Building

Principal \$ 100,000
Interest 4.5% ESTIMATED
Term 5 years

	Interest	Princ Pmt	Balance	Total Pmt
6/1/2018	\$ 2,250.00	\$ 9,028.77	\$ 90,971.23	\$ 11,278.77
12/1/2018	\$ 2,046.85	\$ 9,231.92	\$ 81,739.31	11,278.77
6/1/2019	\$ 1,839.13	\$ 9,439.64	\$ 72,299.68	11,278.77
12/1/2019	\$ 1,626.74	\$ 9,652.03	\$ 62,647.65	11,278.77
6/1/2020	\$ 1,409.57	\$ 9,869.20	\$ 52,778.45	11,278.77
12/1/2020	\$ 1,187.52	\$ 10,091.25	\$ 42,687.20	11,278.77
6/1/2021	\$ 960.46	\$ 10,318.31	\$ 32,368.89	11,278.77
12/1/2021	\$ 728.30	\$ 10,550.47	\$ 21,818.42	11,278.77
6/1/2022	\$ 490.91	\$ 10,787.86	\$ 11,030.56	11,278.77
12/1/2022	\$ 248.19	\$ 11,030.58	\$ (0.02)	11,278.77
Total				112,787.70



2017-2018

ANNUAL BUDGET

Fiscal Year 2017-18 Budget Message

TO: Adair Village Budget Committee
FROM: Pat Hare, Budget Officer
DATE: April 2017

Introduction

I present the Adair Village Budget for Fiscal Year 2017-18 to the Budget Committee and members of the community. The City's Budget shows the continued fiscal stability of our community's finances. The City continues to meet its current financial obligations and we have been able to implement projects to reduce water loss, enhance the community and update our Wastewater Facilities Plan, which includes the strong possibility of treating the leachate from Coffin Butte Landfill and the new Water Storage Tanks on Voss Hill.

The Public Works staff's hard work has kept the City moving forward with the continued maintenance and improvement programs while producing sufficient water to the community. Our Public Works staff, led by Supervisor Matt Lydon and Utility Worker II Eric Harvey, will continue to improve all of our facilities, and to make upgrades to our City parks. In the upcoming budget year, public works will be able to focus more time on projects throughout the community. The new water tanks will allow them to focus their time elsewhere.

The City will continue to strengthen our financial management systems with a focus on segregation of duties in our daily activities. Utility/Court Clerk Kathy Edmaiston continues to work full-time handling utility billing and all accounts receivable and recording meetings. We have also added refund monitoring and court fee tracking. The City has contracted with Smith-Wagar Brucker Consulting LLC to get current on our audits and to be another financial resource in preparation of the budget and fiscal responsibility.

The Finance Clerk will continue as a part-time position. This position will focus on accounts payable. They will assist in preparing the budget, monthly reconciliations, and will become more involved in the audit process.

The City will be hiring a new summer program assistant to administer free lunches and the City Arts and Crafts Program. Brittany Kennedy has continued to successfully find funding to provide a wider range of activities for the youth of the community. This summer the youth program will have activities two days a week. Brittany will oversee the program as well as coordinate community events and the City's first farmers markets.

The City continues an aggressive budget approach to prepare for our long term debt of large infrastructure projects. The new water tanks are almost complete and once the project is complete the City will start paying on our loans to the IFA. The City has prepared well for this expense by increasing rates to reflect projected payments.

All of the City's General Fund income resources from the State-cigarette and liquor taxes and state revenue sharing are expected to remain static. We have seen an increase in assessed value on property within the City, which means that the City's revenue from property tax was higher than expected in 2016-17. Our utility franchise fees have remained consistent or grown slightly.

We have made an effort to provide prudent revenue estimates and still leave the City with some ability to meet unexpected expenditures or requests for funding that frequently occur. Staff closely tracks our expenditures and we continue our efforts to provide consistent beginning balances across all our Funds. All Funds have remained consistent or shown a slight increase. With the continued aging of our primary infrastructure, we need to increase the Systems Maintenance line items in water and lower it in wastewater.

Footnotes are provided at the bottom of the budget sheets where some added information and detail is likely to be helpful explaining changes to a line item.

Background and Process

The Budget Committee is comprised of the City Council and an equal number of "lay citizens". The charge for the committee is to review the budget, as prepared by the Budget Officer, and recommend changes as appropriate based on the Committee's input. The initial work session simply provides background information for the Budget Committee. The second session, which will include an opportunity for public input, allows the Committee to review the budget approach, each Fund's revenues and expenses, and basic information on long-term planning. The major issue affecting the budget is our continuing preparations for major capital improvements in our water and wastewater facilities. The Committee will have the opportunity at the second meeting to finalize its recommendation to the City Council or to schedule a further meeting.

State law establishes the format, processes, and many specific items to be included in a municipal budget. It requires we advertise and hold hearings on the budget and various components, such as state revenue sharing. State law requires the budget to provide background information on the actual revenues and expenditures for the two years prior to last year's budget. This is shown in the first two columns of the budget sheets. The next column shows our current adopted budget and the fourth column shows the proposed budget developed by the Budget Officer. The process then provides for changes by the Budget Committee that are forwarded to the City Council for further hearings and final adoption by resolution.

The City uses a fund approach to comply with generally accepted accounting procedures. These funds include the basic program funds-the General Fund, which is divided into five sub-sections, Water and Wastewater Funds, a Storm Drain Fund, the Street Fund, a small Reserve Fund, and the Systems Development Fund. The General Fund is where non-restricted revenues and expenditures are detailed and is comprised of the various departments that operate from the general revenue dollars. The Water, Wastewater and Storm Drain Funds function as enterprise

funds under a different set of accounting standards that basically provide these funds operate as not-for-profit business. The Street Fund is termed a special revenue fund, because the gas tax revenues that support this fund are required by law to be used for street purposes. All the City funds are detailed below.

There are some universal issues that you will note throughout the budget. The City has made a commitment to establish pay rates that are in line with the average pay for similar positions in similarly sized cities and this commitment was met for the present City staff at hire. There will be no major changes to staff except for the addition to the Summer Program. I am also recommending pay increases for Matt Lydon, Kathy Edmaiston, Eric Harvey, Brittany Kennedy and Barbra Melton. I have done reviews and all of them exceeded expectations.

The PERS contribution went up this year but did not have any major effect to the overall budget. We did not hire a full time public works employee last year, we are not proposing this year either. The city will be budgeting money for the future of PERS due to the expected changes to the entire system at the State level.

General Fund

The General Fund accounts for general revenues and operating expenses and funded primarily by tax, State shared revenues, leases and other fees. Overall, I expect General Fund revenues to slightly increase due to added tax revenues and a larger property lease with Republic Service.

There are five (5) sub-accounts that make up the General Fund; they are Administration and Planning, Building Permit, Non-Departmental, Parks, and Public Safety. Building Permits are now handled in full by Benton County, so no income and very limited expense, only a small amount of Personal Service Time, will be required. Information about these individual sub-accounts is presented below.

ADMINISTRATION: All basic consultant contracts-Attorney, Engineer, Planner, and Community Service (code enforcement)-will be funded primarily from this sub-account. Additional engineering and planning costs for specific projects are included in the Water, Wastewater, Storm Drain and Street Funds under Contract Services. Personal Services costs include ongoing work of planning, meeting preparation, contracts, franchises, and leases, and reporting to the City Council and State and Federal agencies. Personal Services costs do increase this year for two primary projects-developments of the AVIS (Adair Village Industrial Site) and our planned effort to engage with Santiam Christian School and Weigel Farms to support the marketing and development of the newly annexed 128 acres on both sides of Ryals Road. The Planning Commission has completed the Comprehensive Plan. They will also be looking at the long range planning. The Community Service Officer will be supported from this Fund as a Contract Service, rather than the Public Safety Fund.

NON-DEPARTMENTAL: This sub-account consolidates many “non-departmental” operating expenses into one area that are not directly attributed to other departments and serves no purpose in breaking out to other operations. The revenues come from the same sources in the General Fund to cover these expenses. All General Fund expenses for Postage and Telephone are now

located only in Non-Departmental, since we have no tracking system to break them out amongst the General Fund sub-accounts, other than for Public Safety. Staff is proposing a \$100,000.00 five year loan for work on the community area. With additional funds this year from taxes and property leases the City will have the additional funds to cover the loan payments.

PARKS: The City will continue to fund the Recreation Coordinator position. We are also proposing an Assistant Summer Program Coordinator for 3 months. Brittany Kennedy has been successful in obtaining grant funds to increase the level of service. The Summer Lunch Program will remain at five days per week. We now have a one night a month Teen program year round and we are continuing the “Tween” program focused more or less on middle school aged youth who are too young for the Teen program, but would benefit from their own program.

PUBLIC SAFETY: The budget for Public Safety will remain the same for this budget year. The City will continue to contract with Benton County Sheriff’s Office (BCSO) for patrol services which are in addition to the regular patrol hours received simply as part of BCSO county-wide services. There is a small Personal Services charge which represents five (5) percent of the City Administrator’s salary, which is used in coordination and oversight of the BCSO contract. This sub-fund also shows \$33,000 for Vehicles in the Capital Outlay budget. These are the funds from the sale of the police Department’s two vehicles two years ago. These funds are (using the Government Accounting and Standards Board [GASB] 54 language) considered to be “Assigned,” which means that the “governing body”-the City Council-has established an intended use for these funds.

Reserve Fund

This fund operates as the City’s “savings account” where we hold money in “reserve” for future capital expenditures. This fund is established by resolution of the City Council specifying the purposes for which this money is being held. In our case, the money is being saved to cover basic plant, building and equipment needs. The initial budget may need to commit some Reserve Funds to support the needs covered from the General Fund expenditures. There has been no change in this Fund for the last four years.

Storm Drain Fund

The charge for storm drains was raised to \$2.50 per month per resident household in 2009. Charges to commercial accounts were raised incrementally after a new review of impervious surface area for commercial accounts was completed. Prior to that, the Storm Drain Fund brought in about \$6,000 per year and was in deficit every year. No storm drain improvements had been undertaken for a considerable time. With the new fees, the Storm Drain Fund brings in \$16,000+ per year. Last year the City was hit by DEQ with a storm drain plan that had been put off by the City. Therefore in the last biennium the storm drain fund went down by \$16,000.00. This fund should stabilize as we do not see any projected projects this year. We will need to look at small increases as the last was in 2009.

Street Fund

This fund is a “special revenue” fund and designed to track revenues the City receives from the State’s gas tax. These monies, by law, may only be spent on transportation related items, which may include pedestrian and bike paths. Revenues are delivered on a per capita basis and anticipated to be higher this year based on the City’s higher population, which is certified after the start of this fiscal year. Revenue from this State fund has increased slightly over the last three years. The City’s CIP (Capital Improvement Program) will commit \$12,000 per year in improvements to a section of street and to ADA (Americans with Disabilities Act) improvements to the sidewalks when appropriate. Improving sidewalks in conjunction with street improvements is a requirement.

The long term plan is to fund an overlay project every other year; this schedule works best in order to account for the cost of mobilization of the equipment. In this budget cycle the City will be using these funds to seal the cracks around town. The review from the Benton County engineering staff shows that while the surface pavement needs to be replaced throughout the Loops, the road beds are in very good shape.

System Development Fund

This fund documents the resources and expenditures of System Development Charges and fees received by the City in conjunction with local development. They are regulated by State statute and may be utilized for only specific purposes associated with capacity enhancement. The revenues include a “reimbursement allowance” for prior expenditures and bonded debt. The reimbursement portions you will note are transferred to the Water and Wastewater Fund and used to meet our debt obligations for revenue bonds. By separating these revenues from the operating funds (street, water and wastewater) we prevent them from being “co-mingled” with operating revenues and expended for unauthorized purposes.

Because these funds are uncertain, they are budgeted as “money in – money out” and generally do not have a significant impact on the budget regardless of development patterns. The City will update its CIP (Capital Improvement Program) every year to account for new, known needs and the SDC rates to account for inflation. It was important to put a new SDC program in place before the UGB (Urban Growth Boundary) expansion is complete. We have had only three new homes built in the City and one new rural water service adding to this fund in the last three years. The City expects to see an increase in this fund from the development of the Serve Pro property.

Wastewater Fund

The revenues in the Wastewater fund come primarily from User Fees and had remained relatively constant since the last increase. The Wastewater Fund is a Proprietary fund, which means that it develops its own revenues by delivering a service. It is designed to keep the City current on operating costs and debt service, but with increasing needs for maintenance and repairs, the unappropriated fund balance for this fund has gotten smaller over the last five years. The basic wastewater fee was increased in two steps for the 2014-15 budget cycles in an attempt to remove the yearly deficit that this fund had been incurring. We need to continue to keep up

with inflation in this fund. This year a one step (15.5 percent) increase in basic Wastewater rate will be proposed. This will allow the City to keep up with inflation and to continue to provide basic maintenance and operating costs without a diminuation in the Balance Forward amount.

In 2015, the City received a \$100,000 loan from Oregon Department of Environmental Quality (DEQ) to complete a Wastewater Facility Plan update, which includes studying the possibility of treating the leachate from Coffin Butte Landfill in partnership with Republic Services/Allied Waste. We also developed a partnership with Republic Services which included a \$164,000 investment in this project over the last three years. This year the project-bench testing of the presumed approach was undertaken by Oregon State University. Our partnership with Republic Services was extended to cover the bench test with the City funding the work of our contract engineering firm.

Over the last four years, since bringing our Public Works back in house, we have focused on becoming more self reliant. This year's budget will not show an increase in the system maintenance and repair line item, as we are hoping we addressed the major issues.

Water Fund

The Water Fund is also a proprietary fund. The Revenues of the Water Fund reflect the increased water rate that the Council approved via Resolution 2012-#2 on May 1, 2012. The new rate will enable the City to undertake the \$2.84 million IFA loan. This budget will include the first payment to the IFA loan the City took out for the water tank project.

The IFA Loan was initially considered to support repairs of approximately \$150,000 at the water facility to reduce water loss there and \$60,000 for new radio meters for all water service customers throughout our service area. We have completed the Water plant facility work and purchased all the radio-read meters within the two previous budgets

This \$2.84 million project is only the first project necessary of \$15 million in upgrades defined in our Water Facility Plan update, which are necessary to replace our existing Water facility and primary transmission lines. This first project focuses on the Voss Hill reservoir because that is the primary location of our systems water loss at this point in time.

Capital Improvement Program (CIP)

The CIP focuses on present needs and the time frame for purchase varies from one year to five years. These items will be tracked in Capital Outlay in the appropriate Fund. This means that for most of these items, the funds budgeted in Capital Outlay will not be spent and will carry over into the next year.

GENERAL USE

Cost for these items will be split amongst the four Public Works Funds at roughly these percentages-Storm Drain (8%), Streets (12%), Wastewater (30%), and Water (50%). These rates

will vary slightly to simplify tracking the items across Funds. To qualify as a Capital Outlay, the purchased item must cost more than \$5,000.

Vactor Trailer (2019-2020 Budget)

This will be purchased in two years so that funds can be redirected to a mower. A Vactor Trailer will allow the Public Works Department to do many different functions that are currently being contracted out.

Accounting Software

The City is growing, and its current software, QuickBooks, is not designed for governmental accounting. The current budget contains the second year of a reserve to either add an “overlay” that allows fund accounting within QuickBooks, or purchase a true fund accounting software package.

STREETS

Street Overlay-\$12,000 per year

The City decided last year to put this money aside for a project to take place every other year. The major cost in road projects is mobilization, so the City decided that it made more sense to combine the funds for a project every other year. This year we will be finishing Columbia with an overlay.

PARKS

(General Fund Sub-Fund)

Play Structures-\$5,000 (three years)

Brittany Kennedy did not get the grant for the bathroom so we will look at purchasing new equipment to replace the teeter totter and the merry go round. Or decide to keep saving to do the bathroom

Personnel Fund

POSITION	FTE	Salary	Cost	GF-Admin	GF-Bldg	GF-Parks	GF-PS	TOTAL-GF	SD	Str	WW	W	TOTAL
City Administrator													
Salary	100.00%	\$ 75,500	\$ 75,500	30.0%	\$ -	\$ -	\$ 3,775	26,425	5.0%	5.0%	15.0%	40.0%	\$ 75,500
Taxes		\$ 10,434	\$ 10,434	\$ 3,130	\$ -	\$ -	\$ 522	3,652	\$ 522	\$ 522	\$ 1,565	\$ 30,200	\$ 10,434
Health Insurance		\$ 18,458	\$ 18,458	\$ 5,538	\$ -	\$ -	\$ 923	6,460	\$ 923	\$ 923	\$ 2,769	\$ 7,383	\$ 18,458
Retirement Benefits		\$ 14,496	\$ 14,496	\$ 4,349	\$ -	\$ -	\$ 725	5,074	\$ 725	\$ 725	\$ 2,174	\$ 5,798	\$ 14,496
Total		\$ 118,888	\$ 118,888	\$ 35,667	\$ -	\$ -	\$ 5,944	41,611	\$ 5,944	\$ 5,944	\$ 17,833	\$ 47,555	\$ 118,888
Utility/Court Clerk													
Salary	100.00%	\$ 34,199	\$ 34,199	20.0%	\$ -	\$ -	\$ -	6,840	5.0%	5.0%	25.0%	50.0%	\$ 34,199
Taxes		\$ 4,726	\$ 4,726	\$ 945	\$ -	\$ -	\$ -	945	\$ 236	\$ 236	\$ 1,182	\$ 17,100	\$ 4,726
Health Insurance		\$ 18,458	\$ 18,458	\$ 3,692	\$ -	\$ -	\$ -	3,692	\$ 923	\$ 923	\$ 4,615	\$ 9,229	\$ 18,458
Retirement Benefits		\$ 6,566	\$ 6,566	\$ 1,313	\$ -	\$ -	\$ -	1,313	\$ 328	\$ 328	\$ 1,642	\$ 3,283	\$ 6,566
Total Salary		\$ 63,950	\$ 63,950	\$ 12,790	\$ -	\$ -	\$ -	12,790	\$ 3,198	\$ 3,198	\$ 15,988	\$ 31,975	\$ 63,950
Finance Clerk													
Salary	40.00%	\$ 32,571	\$ 13,028	15.0%	\$ -	\$ -	\$ -	1,954	5.0%	5.0%	30.0%	45.0%	\$ 13,028
Taxes		\$ 1,801	\$ 1,801	\$ 270	\$ -	\$ -	\$ -	270	\$ 90	\$ 90	\$ 540	\$ 810	\$ 1,801
Health Insurance		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -	\$ -	\$ -
Retirement Benefits		\$ 2,501	\$ 2,501	\$ 375	\$ -	\$ -	\$ -	375	\$ 125	\$ 125	\$ 750	\$ 1,126	\$ 2,501
Total Salary		\$ 17,330	\$ 17,330	\$ 2,600	\$ -	\$ -	\$ -	2,600	\$ 867	\$ 867	\$ 5,199	\$ 7,799	\$ 17,330
Rec Coordinator													
Salary	40.00%	\$ 32,260	\$ 12,904	100.0%	\$ -	\$ -	\$ -	12,904	\$ -	\$ -	\$ -	\$ -	\$ -
Taxes		\$ 1,783	\$ 1,783	\$ 1,783	\$ -	\$ -	\$ -	1,783	\$ -	\$ -	\$ -	\$ -	\$ 1,783
Health Insurance		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -	\$ -	\$ -
Retirement Benefits		\$ 2,478	\$ 2,478	\$ 2,478	\$ -	\$ -	\$ -	2,478	\$ -	\$ -	\$ -	\$ -	\$ 2,478
Total Salary		\$ 17,165	\$ 17,165	\$ 17,165	\$ -	\$ -	\$ -	17,165	\$ -	\$ -	\$ -	\$ -	\$ 17,165
Public Works Supervisor													
Salary	100.00%	\$ 53,351	\$ 53,351	\$ -	\$ -	\$ -	\$ -	-	5.0%	10.0%	25.0%	60.0%	\$ 53,351
Taxes		\$ 7,373	\$ 7,373	\$ -	\$ -	\$ -	\$ -	369	\$ 369	\$ 737	\$ 1,843	\$ 4,424	\$ 7,373
Health Insurance		\$ 18,458	\$ 18,458	\$ -	\$ -	\$ -	\$ -	923	\$ 923	\$ 1,846	\$ 4,815	\$ 11,075	\$ 18,458
Retirement Benefits		\$ 10,243	\$ 10,243	\$ -	\$ -	\$ -	\$ -	512	\$ 512	\$ 1,024	\$ 2,561	\$ 6,146	\$ 10,243
Total		\$ 89,425	\$ 89,425	\$ -	\$ -	\$ -	\$ -	4,471	\$ 4,471	\$ 8,943	\$ 22,356	\$ 53,555	\$ 89,425
Public Works II													
Salary	100.00%	\$ 33,515	\$ 33,515	\$ -	\$ -	\$ -	\$ -	-	5.0%	10.0%	30.0%	55.0%	\$ 33,515
Taxes		\$ 4,632	\$ 4,632	\$ -	\$ -	\$ -	\$ -	1,676	\$ 1,676	\$ 3,352	\$ 10,055	\$ 18,433	\$ 4,632
Health Insurance		\$ 18,458	\$ 18,458	\$ -	\$ -	\$ -	\$ -	232	\$ 232	\$ 463	\$ 1,390	\$ 2,547	\$ 18,458
Retirement Benefits		\$ 6,435	\$ 6,435	\$ -	\$ -	\$ -	\$ -	923	\$ 923	\$ 1,846	\$ 5,538	\$ 10,152	\$ 6,435
Total		\$ 63,040	\$ 63,040	\$ -	\$ -	\$ -	\$ -	3,152	\$ 3,152	\$ 6,304	\$ 18,912	\$ 34,672	\$ 63,040
Public Works I													
Salary	30.00%	\$ 21,320	\$ 6,396	30.0%	\$ -	\$ -	\$ -	1,919	5%	5%	20%	40%	\$ 6,396
Taxes		\$ 884	\$ 884	\$ 884	\$ -	\$ -	\$ -	265	\$ 44	\$ 44	\$ 177	\$ 354	\$ 884
Health Insurance		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -	\$ -	\$ -
Retirement Benefits		\$ 1,228	\$ 1,228	\$ 368	\$ -	\$ -	\$ -	368	\$ 61	\$ 61	\$ 246	\$ 491	\$ 1,228
Total		\$ 8,508	\$ 8,508	\$ 2,552	\$ -	\$ -	\$ -	2,552	\$ 425	\$ 425	\$ 1,702	\$ 3,403	\$ 8,508
Parks Summer Program Coordinator Asst.													
Salary	30.00%	\$ 21,320	\$ 6,396	100%	\$ -	\$ -	\$ -	6,396	\$ -	\$ -	\$ -	\$ -	\$ 6,396
Taxes		\$ 884	\$ 884	\$ 884	\$ -	\$ -	\$ -	884	\$ -	\$ -	\$ -	\$ -	\$ 884
Health Insurance		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -	\$ -	\$ -
Retirement Benefits		\$ 1,228	\$ 1,228	\$ 1,228	\$ -	\$ -	\$ -	1,228	\$ -	\$ -	\$ -	\$ -	\$ 1,228
Total		\$ 8,508	\$ 8,508	\$ 8,508	\$ -	\$ -	\$ -	8,508	\$ -	\$ -	\$ -	\$ -	\$ 8,508
Total		\$ 235,289	\$ 235,289	\$ 31,444	\$ -	\$ -	\$ 3,775	56,438	\$ 10,799	\$ 13,433	\$ 48,455	\$ 106,164	\$ 235,289
Taxes		\$ 32,517	\$ 32,517	\$ 4,346	\$ -	\$ -	\$ 522	7,800	\$ 1,492	\$ 1,856	\$ 6,696	\$ 14,672	\$ 32,517
Health Insurance		\$ 73,833	\$ 73,833	\$ 9,229	\$ -	\$ -	\$ 923	10,152	\$ 3,692	\$ 4,615	\$ 17,535	\$ 37,840	\$ 73,833
Retirement Benefits		\$ 45,176	\$ 45,176	\$ 6,037	\$ -	\$ -	\$ 725	10,836	\$ 2,073	\$ 2,579	\$ 9,303	\$ 20,384	\$ 45,176

Personnel Fund

POSITION	FTE	Salary	Cost	GF-Admin	GF-Bldg	GF-Parks	GF-PS	TOTAL-GF	SD	Str	WW	W	TOTAL											
		\$	386,815	\$	51,056	\$	-	\$	28,225	\$	5,944	85,226	\$	18,037	\$	22,483	\$	81,990	\$	179,060	\$	386,815		
				Salary	\$	31,444	\$	-	\$	21,219	\$	3,775	\$	56,438	\$	10,799	\$	13,433	\$	48,455	\$	106,164	\$	235,289
				Taxes	13%		0%		9%		2%	24%		5%		6%		21%		45%		100%		
				Health Insurance	13%		0%		0%		1%	14%		5%		6%		24%		51%		100%		
				Retirement Benefits	13%		0%		9%		2%	24%		5%		6%		21%		45%		100%		
TOTAL																								

CITY OF ADAIR VILLAGE ANNUAL BUDGET
FISCAL YEAR 2017-18

Wage Schedule

	Start	Step 2	Step 3	Step 4	Step 5	Step 6
Assistant City Administrator Finance Officer	\$44,139	\$46,346	\$48,663	\$51,096	\$53,651	\$56,334
Assistant City Recorder	\$34,546	\$36,274	\$38,087	\$39,992	\$41,991	\$44,091
Utility/Court Clerk	\$28,136	\$29,543	\$31,020	\$32,571	\$34,199	\$35,909
Finance Clerk	\$28,136	\$29,543	\$31,020	\$32,571	\$34,199	\$35,909
Admin Assistant/Clerk	\$21,320	\$22,386	\$23,505	\$24,681	\$25,915	\$27,210
Recreation Coordinator	\$29,261	\$30,724	\$32,260	\$33,873	\$35,567	\$37,345
Public Works Supervisor	\$43,892	\$46,086	\$48,391	\$50,810	\$53,351	\$56,018
Utility Worker III	\$34,750	\$36,487	\$38,312	\$40,227	\$42,239	\$44,351
Utility Worker II	\$27,573	\$28,952	\$30,399	\$31,919	\$33,515	\$35,191
Utility Worker I	\$21,320	\$22,386	\$23,505	\$24,681	\$25,915	\$27,210
Parks Intern	\$21,320	\$22,386	\$23,505	\$24,681	\$25,915	\$27,210
Records Clerk	\$28,136	\$29,543	\$31,020	\$32,571	\$34,199	\$35,909
Assistant City Administrator Finance Officer	\$21.22	\$22.28	\$23.40	\$24.57	\$25.79	\$27.08
Assistant City Recorder	\$16.61	\$17.44	\$18.31	\$19.23	\$20.19	\$21.20
Utility/Court Clerk	\$13.53	\$14.20	\$14.91	\$15.66	\$16.44	\$17.26
Finance Clerk	\$13.53	\$14.20	\$14.91	\$15.66	\$16.44	\$17.26
Admin Assistant/Clerk	\$10.25	\$10.76	\$11.30	\$11.87	\$12.46	\$13.08
Recreation Coordinator	\$14.07	\$14.77	\$15.51	\$16.29	\$17.10	\$17.95
Public Works Supervisor	\$21.10	\$22.16	\$23.26	\$24.43	\$25.65	\$26.93
Utility Worker III	\$16.71	\$17.54	\$18.42	\$19.34	\$20.31	\$21.32
Utility Worker II	\$13.26	\$13.92	\$14.62	\$15.35	\$16.11	\$16.92
Utility Worker I	\$10.25	\$10.76	\$11.30	\$11.87	\$12.46	\$13.08
Parks Intern	\$10.25	\$10.76	\$11.30	\$11.87	\$12.46	\$13.08
Records Clerk	\$13.53	\$14.20	\$14.91	\$15.66	\$16.44	\$17.26

Code	Total GF	Admin/Plng	Non-Dept	Parks	Public Safety	Reserve	SDC	Storm Drain	Street	Wastewater	Water	Total 2016-17
Personal Services												
5010 City Administrator	\$ 26,425	\$ 22,650			\$ 3,775			\$ 3,775	\$ 3,775	\$ 11,325	\$ 30,200	\$ 75,900
5016 Utility/Court Clerk	\$ 6,840	\$ 6,840			\$ 6,840			\$ 1,710	\$ 8,550	\$ 17,100	\$ 17,100	\$ 34,189
5018 Finance Clerk	\$ 1,954	\$ 1,954			\$ 1,954			\$ 651	\$ 651	\$ 3,908	\$ 6,663	\$ 13,028
5025 Recreation Coordinator	\$ 12,904			\$ 12,904								\$ 12,904
5050 Public Works Supervisor												\$ 53,351
5054 Utility Worker III												\$ 33,515
Utility Worker I	\$ 1,919			\$ 1,919								\$ 6,396
Parks Summer Program Asst	\$ 6,395			\$ 6,395								\$ 32,517
Taxes	\$ 7,800	\$ 4,346		\$ 2,932	\$ 522			\$ 1,492	\$ 1,866	\$ 6,995	\$ 14,672	\$ 32,517
5082 Retirement Benefits	\$ 10,152	\$ 9,229		\$ 923	\$ 923			\$ 3,682	\$ 4,615	\$ 17,535	\$ 37,640	\$ 73,833
5081 Health Benefits	\$ 10,856	\$ 6,037		\$ 725	\$ 725			\$ 2,073	\$ 2,578	\$ 9,303	\$ 20,384	\$ 45,176
TOTAL	\$ 95,226	\$ 51,056		\$ 28,225	\$ 5,944			\$ 18,057	\$ 22,463	\$ 81,990	\$ 173,050	\$ 386,815
Material & Service												
5205 Audit	\$ 2,000		\$ 2,000									\$ 12,500
5104 Bank Charges	\$ 750		\$ 750							\$ 500	\$ 200	\$ 1,450
5121-23 Building Permits, etc												\$ 28,930
5105 Chemicals												\$ 11,000
5245 City Attorney	\$ 11,000	\$ 11,000								\$ 4,200	\$ 24,750	\$ 28,930
5240 City Engineer												\$ 24,000
5225 City Planner	\$ 12,000	\$ 12,000								\$ 4,000	\$ 20,000	\$ 24,000
5230 Contract Services	\$ 30,000				\$ 30,000			\$ 2,000	\$ 1,900			\$ 33,900
CS-Engineering												\$ 101,000
CS-Parks	\$ 500			\$ 500						\$ 1,000	\$ 100,000	\$ 101,500
CS-Attorney Fees	\$ 24,000	\$ 24,000										\$ 500
CS-Other	\$ 21,000		\$ 21,000									\$ 24,000
Contract Services-Brownfield Cleanup	\$ 10,000		\$ 10,000									\$ 21,000
Dues	\$ 4,000		\$ 4,000									\$ 10,000
5115 Election Fees	\$ 1,000		\$ 1,000									\$ 5,000
5245 Equipment-Maint. & Repair	\$ 3,200		\$ 3,200	\$ 200						\$ 1,500	\$ 2,000	\$ 6,700
5246 Equipment-Purchase	\$ 1,400		\$ 1,200	\$ 200						\$ 500	\$ 4,000	\$ 5,900
5126 Equipment Rental/Lease	\$ 600		\$ 500	\$ 100								\$ 4,050
5198 Events-Parks & Rec	\$ 2,000		\$ 2,000						\$ 250		\$ 3,000	\$ 4,050
5174 Improvements-Buildings & Parks	\$ 4,500		\$ 4,000	\$ 500								\$ 4,500
5125 Insurance	\$ 6,700		\$ 5,700	\$ 1,000					\$ 3,000	\$ 6,000	\$ 8,000	\$ 23,700
5127 Lab Analysis										\$ 4,000	\$ 5,000	\$ 9,000
5175 Maintenance-Building & Parks	\$ 3,600		\$ 2,400	\$ 1,200								\$ 3,600
5145 Mayor and Council Expenses	\$ 1,000		\$ 1,000									\$ 1,000
5155 Mileage	\$ 350	\$ 250	\$ 100							\$ 500		\$ 850
5151 Miscellaneous	\$ 3,250	\$ 250	\$ 2,500	\$ 500						\$ 1,000	\$ 2,000	\$ 6,250
5152 Municipal Court	\$ 2,000		\$ 2,000									\$ 2,000
5199 Parks-Youth Activities	\$ 6,000		\$ 6,000									\$ 6,000
5165 Permits												\$ 6,000
5168 Postage	\$ 1,500		\$ 1,500							\$ 500	\$ 1,000	\$ 1,500
5103 Property Taxes	\$ 4,750		\$ 4,750							\$ 550	\$ 550	\$ 2,550
5171 Publication and Legal Notices	\$ 1,000		\$ 1,000							\$ 250	\$ 100	\$ 1,350
Refunds												\$ 500
5280 Security Alarm	\$ 400		\$ 400									\$ 400
5179 Street Improvements									\$ 10,000			\$ 10,000
5270 Street Sweeping									\$ 4,200			\$ 4,200
5160 Supplies	\$ 3,400		\$ 3,000	\$ 400						\$ 500	\$ 1,000	\$ 5,000
5250 Surety Bonds												\$ 2,000
5181 System Maintenance and Repair	\$ 4,200		\$ 4,200							\$ 15,000	\$ 30,000	\$ 48,000
5185 Telephone	\$ 20,000		\$ 20,000							\$ 2,200	\$ 3,400	\$ 26,600
5235 Transit	\$ 3,000		\$ 2,500	\$ 500								\$ 2,000
5188 Travel and Training	\$ 18,750		\$ 18,000	\$ 750						\$ 1,000	\$ 3,000	\$ 7,000
5170 Utilities	\$ 1,800		\$ 200	\$ 1,600					\$ 10,500	\$ 8,000	\$ 32,000	\$ 32,250
Vehicle Fuel & Maintenance	\$ 209,450	\$ 50,000	\$ 114,100	\$ 15,350	\$ 30,000			\$ 6,500	\$ 29,450	\$ 39,400	\$ 252,250	\$ 651,100
TOTAL	\$ 209,450	\$ 50,000	\$ 114,100	\$ 15,350	\$ 30,000			\$ 6,500	\$ 29,450	\$ 39,400	\$ 252,250	\$ 651,100

AIJ Funds Ex 3-2017-18

Code	Total GF	Adm/Ping	Non-Dept	Parks	Public Safety	Reserve	SDC	Storm Drain	Street	Wastewater	Water	Total 2016-17
Capital Outlay												
5315 Buildings	\$ 100,000		\$ 100,000						\$ 24,000			\$ 100,000
5375 Streets	\$ -		\$ 100,000						\$ 24,000			\$ 24,000
TOTAL	\$ 100,000		\$ 100,000						\$ 48,000			\$ 124,000
Debt Service												
5425 General Fund - Barracks	\$ 11,279											\$ -
5420 Wastewater Facilities-1997										\$ 21,000		\$ 21,000
5410 Water Facilities-1997										\$ 31,000		\$ 31,000
5480 2012 DEC WWFP Loan										\$ 6,000		\$ 6,000
5410 IFA Loan										\$ 41,048		\$ 41,048
TOTAL	\$ 11,279									\$ 125,000		\$ 125,000
										\$ 62,048		\$ 62,048
										\$ 162,000		\$ 162,000
										\$ 224,048		\$ 224,048
Transfers												
5560 General Fund	\$ 65,210		\$ 19,710	\$ 12,500	\$ 33,000							\$ 65,210
5590 Street Fund									\$ 3,202			\$ 3,202
5570 Wastewater Fund										\$ 8,059		\$ 8,059
5570 Water Fund										\$ 17,356		\$ 17,356
5570 Storm Drain Fund									\$ 1,670			\$ 1,670
TOTAL	\$ 65,210		\$ 19,710	\$ 12,500	\$ 33,000				\$ 3,202	\$ 8,059	\$ 17,356	\$ 95,497
Contingencies & Unappropriated Balances												
5600 Contingency	\$ 35,000								\$ 4,500	\$ 15,000	\$ 4,000	\$ 58,500
7777 RESERVE FOR FUTURE EXPENDITURE	\$ 66,556								\$ 2,473	\$ 33,065	\$ 6,648	\$ 104,642
TOTAL	\$ 101,556								\$ 6,973	\$ 48,065	\$ 10,648	\$ 160,242
TOTAL-ALL CATEGORIES	\$ 572,720	\$ 101,056	\$ 235,910	\$ 95,075	\$ 88,944	\$ 96,915	\$ 285,664	\$ 33,200	\$ 127,200	\$ 222,395	\$ 851,300	\$ 2,178,116

**CITY OF ADAIR VILLAGE ANNUAL BUDGET
FISCAL YEAR 2017-2018**

GENERAL FUND - COMBINED REVENUES

	ACTUAL 2014-15	ACTUAL 2015-16	ADOPTED BUDGET 2016-17	PROPOSED BUDGET 2017-18	APPROVED BUDGET 2017-18	ADOPTED BUDGET 2017-18
RESOURCES						
Beginning Fund Balance	178,109	140,948	100,000	160,000	160,000	-
Violation Fines	2,752	1,373	2,400	1,500	1,500	-
Building and Electrical Permits	2,418	-	-	-	-	-
Cigarette Tax	1,128	1,028	1,200	950	950	-
Franchise Fees	42,142	43,797	45,000	46,000	46,000	-
Grant-Special Transportation Fund	-	-	10,000	-	-	-
Grant - Park & Rec Program	3,808	3,253	3,253	3,200	3,200	-
Interest Income	3,203	3,389	3,200	3,200	3,200	-
Lease-Building	49,260	72,407	32,000	32,000	32,000	-
Lease-Property	-	-	26,000	58,000	58,000	-
Leases-Property Tax	-	-	4,800	4,800	4,800	-
Leases-Utilities	-	-	14,000	14,000	14,000	-
Liquor Tax	12,173	12,137	12,000	12,500	12,500	-
Miscellaneous Revenue	13,234	10,087	7,500	7,500	7,500	-
Planning and Zoning Fees	550	3,500	5,000	4,000	4,000	-
Property Tax - Current Year	103,124	107,278	105,000	115,000	115,000	-
Property Tax - Prior Years	1,623	1,770	1,600	1,650	1,650	-
Refunds	719	78	2,000	500	500	-
Revenue Sharing	5,572	7,347	7,500	7,800	7,800	-
Room Rental	-	-	250	120	120	-
Proceeds From Loan	-	-	-	100,000	100,000	-
Transfer In - Reserve	-	-	10,000	-	-	-
TOTAL RESOURCES	419,815	408,392	392,703	572,720	572,720	-
<i>Income minus Beginning Fund Balance</i>	241,706	267,444	292,703	412,720	412,720	-
EXPENDITURES						
Administration /Planning	100,350	63,740	102,570	101,056	101,056	-
Parks	33,890	43,330	59,735	43,575	43,575	-
Public Safety	50,283	46,939	67,438	35,944	35,944	-
Non-Departmental	94,344	89,967	107,250	214,100	214,100	-
Subtotal department expenditures	278,867	243,976	336,993	394,676	394,676	-
DEBT SERVICE						
Barracks Building Loan	-	-	-	11,279	11,279	-
Subtotal debt service	-	-	-	11,279	11,279	-
TRANSFERS****						
Wastewater Fund	-	-	-	15,000	15,000	-
Reserve Fund - Parks	-	-	-	12,500	12,500	-
Reserve Fund - Accounting Software	-	-	-	4,710	4,710	-
Reserve Fund	-	-	-	33,000	33,000	-
Subtotal Transfers	-	-	-	65,210	65,210	-
Contingencies	-	-	20,000	35,000	35,000	-
Total Appropriations	278,867	243,976	356,993	506,165	506,165	-
Reserve for Future Expenditure	140,948	164,416	35,710	66,555	66,555	-
TOTAL	419,815	408,392	392,703	572,720	572,720	-

1 - Building permits & inspections will be handled by Benton County. 5% of CA time as liaison.

2- Leases on the Coffee Shop and the old Firehouse.

3- Leases on AVIS and small farm sites.

4- Property taxes on all City property under lease.

5- The electric bill for the Market and Restaurant will be paid by the City and then, invoiced separately

CITY OF ADAIR VILLAGE ANNUAL BUDGET
FISCAL YEAR 2017-2018

GENERAL FUND - COMBINED EXPENSES

	ACTUAL 2014-15	ACTUAL 2015-16	ADOPTED BUDGET 2016-17	PROPOSED BUDGET 2017-18	BUDGET COMM 2017-18	CITY COUNCIL 2017-18
Personal Services						
Staffing	53,150	36,874	53,767	56,438	56,438	-
Taxes	5,572	3,303	7,547	7,800	7,800	-
Health Insurance	6,848	5,784	14,741	10,152	10,152	-
Retirement	14,554	4,105	9,485	10,836	10,836	-
Subtotal Personal Services	80,124	50,066	85,540	85,226	85,226	-
Material and Services						
Audit	2,591	466	5,000	2,000	2,000	-
Bank Charges	955	679	900	750	750	-
Building Permits-Benton County Building Dept/Stat	1,355	-	-	-	-	-
Building Permits-School Dist. CET	300	-	-	-	-	-
City Attorney	15,843	10,450	12,000	11,000	11,000	-
City Engineer	-	-	1,200	-	-	-
City Planner	15,854	12,554	12,000	12,000	12,000	-
Contract Services	80,599	68,369	73,600	75,500	75,500	-
Contract Services - Brownfield	-	-	-	10,000	10,000	-
Dues	2,806	2,367	4,500	4,000	4,000	-
Election Fees	-	-	1,000	1,000	1,000	-
Equipment-Rental/Lease	-	-	600	600	600	-
Equipment-Maint. & Repair	3,639	3,305	700	3,200	3,200	-
Equipment-Purchase	756	1,044	700	1,400	1,400	-
Events	1,568	825	2,000	2,000	2,000	-
Improvements -Buildings & Parks	4,467	4,255	7,453	4,500	4,500	-
Maintenance-Buildings & Parks	5,993	3,032	3,600	3,600	3,600	-
Insurance	6,076	6,392	6,000	6,700	6,700	-
Mayor and Council Expenses	913	-	1,000	1,000	1,000	-
Mileage	557	144	350	350	350	-
Miscellaneous	3,218	3,428	2,750	3,250	3,250	-
Municipal Court	897	-	2,000	2,000	2,000	-
Parks-Youth Activities	5,056	5,283	7,000	6,000	6,000	-
Postage	1,742	727	1,500	1,500	1,500	-
Publication and Legal Notices	418	3,078	500	1,000	1,000	-
Security Alarm	2,303	306	400	400	400	-
Supplies	3,517	4,331	3,650	3,400	3,400	-
Surety Bonds	-	-	250	-	-	-
Taxes (property taxes on leased property)	4,591	4,565	4,800	4,750	4,750	-
Telephone	3,538	4,113	4,000	4,200	4,200	-
Transit	17,387	17,300	20,000	20,000	20,000	-
Travel and Training	1,791	2,903	4,500	3,000	3,000	-
Utilities	8,682	17,823	23,000	18,750	18,750	-
Vehicle Fuel & Maintenance	1,331	1,431	1,500	1,600	1,600	-
Weapons & Ammunition	-	-	-	-	-	-
Subtotal Materials and services	198,743	179,170	208,453	209,450	209,450	-
Capital Outlay						
Building Improvements	-	-	-	100,000	100,000	-
Park Improvements	-	7,240	-	-	-	-
Subtotal Capital Outlay	-	7,240	-	100,000	100,000	-
Debt Service						
Barracks Building Loan	-	-	-	11,279	11,279	-
Subtotal Debt Service	-	-	-	11,279	11,279	-
Fund Reserve						
Accounting Software	-	-	2,355	-	-	-
Building Improvements	-	-	-	-	-	-
Equipment	-	-	-	-	-	-
Park Improvements	-	-	-	-	-	-
Park Equipment	-	7,500	10,000	-	-	-
Vehicles	-	-	33,000	-	-	-
Subtotal Fund Reserves	-	7,500	45,355	-	-	-
Transfers****						
To Wastewater Fund	-	-	-	15,000	15,000	-
To Reserve Fund	-	-	-	50,210	50,210	-
Subtotal Transfers	-	-	-	65,210	65,210	-
Contingencies	-	-	20,000	35,000	35,000	-
TOTAL EXPENDITURES	278,867	243,976	359,348	506,165	506,165	-
UNAPPROPRIATED ENDING BAL	140,948	164,416	35,710	66,555	66,555	-
TOTAL	419,815	408,392	395,058	572,720	572,720	-

1- \$18,750 for Utilities for City-owned buildings. Same revenue amount shown as Lease-Utilities (Combined GF Revenues-Footer 4)

CITY OF ADAIR VILLAGE ANNUAL BUDGET

GENERAL FUND - COMBINED EXPENSES BY SUB-FUND

	TOTAL	Admin/ Planning	Non-Dept	Parks	Public Safety
Personal Services (Overall Salaries)		31,444		14,823	3,775
City Administrator	26,425	22,650	-	-	3,775
Utility/Court Clerk	6,840	6,840	-	-	-
Finance Clerk	1,954	1,954	-	-	-
Recreation Coordinator	12,904	-	-	12,904	-
Public Works-Parks	1,919	-	-	1,919	-
Parks Summer Prog. Coord. Asst.	6,396	-	-	6,396	-
Taxes	7,800	4,346	-	2,932	522
Health Insurance	10,152	9,229	-	-	923
Retirement Benefits	10,836	6,037	-	4,074	725
Subtotal Personal Services	85,226	51,056	-	28,225	5,944
Material and Services					
Audit	2,000	-	2,000	-	-
Bank Charges	750	-	750	-	-
City Attorney	11,000	11,000	-	-	-
City Planner	12,000	12,000	-	-	-
Contract Services	75,500	24,000	21,000	500	30,000
Contract Services - Brownfield Study/Cleanu	10,000	-	10,000	-	-
Dues	4,000	-	4,000	-	-
Election Fees	1,000	-	1,000	-	-
Equipment-Lease/Rental	600	-	500	100	-
Equipment-Maint. & Repair	3,200	-	3,000	200	-
Equipment-Purchase	1,400	-	1,200	200	-
Events	2,000	-	-	2,000	-
Improvements-Buildings & Parks	4,500	-	4,000	500	-
Insurance	6,700	-	5,700	1,000	-
Maintenance-Building/Parks	3,600	-	2,400	1,200	-
Mayor and Council Expenses	1,000	-	1,000	-	-
Mileage	350	250	-	100	-
Miscellaneous	3,250	250	2,500	500	-
Municipal Court	2,000	-	2,000	-	-
Parks-Youth Activities	6,000	-	-	6,000	-
Postage	1,500	-	1,500	-	-
Property Taxes	4,750	-	4,750	-	-
Publication and Legal Notices	1,000	-	1,000	-	-
Security Alarm	400	-	400	-	-
Supplies	3,400	-	3,000	400	-
Telephone	4,200	-	4,200	-	-
Transit	20,000	-	20,000	-	-
Travel and Training	3,000	2,500	-	500	-
Utilities	18,750	-	18,000	750	-
Vehicle Fuel & Maintenance	1,600	-	200	1,400	-
Subtotal Materials and Services	209,450	50,000	114,100	15,350	30,000
Capital Outlay					
Building Improvements	100,000	-	100,000	-	-
Subtotal Capital Outlay	100,000	-	100,000	-	-
Debt Service					
Barracks Building	11,279	-	11,279	-	-
Subtotal Fund Reserves	11,279	-	11,279	-	-
Transfers****					
To Wastewater Fund	15,000	-	15,000	-	-
To Reserve Fund	50,210	-	4,710	12,500	33,000
Subtotal Transfers	65,210	-	19,710	12,500	33,000
Contingencies	-	-	-	-	-
Unappropriated End Balance	-	-	-	-	-
TOTAL EXPENDITURES	471,165	101,056	245,089	56,075	68,944

CITY OF ADAIR VILLAGE ANNUAL BUDGET
FISCAL YEAR 2017-2018

GENERAL FUND - ADMINISTRATION & PLANNING

	ACTUAL 2014-15	ACTUAL 2015-16	ADOPTED BUDGET 2016-17	PROPOSED BUDGET 2017-18	APPROVED BUDGET 2017-18	ADOPTED BUDGET 2017-18
PERSONNEL SERVICES						
Staffing	37,750	19,618	31,098	31,444	31,444	-
Taxes	4,391	1,963	4,365	4,346	4,346	-
Health Insurance	6,848	5,784	8,671	9,229	9,229	-
Retirement	11,938	1,943	5,486	6,037	6,037	-
Subtotal Personnel Services	60,927	29,308	49,620	51,056	51,056	-
MATERIALS AND SERVICES						
City Attorney	15,843	10,450	12,000	11,000	11,000	-
City Engineer	-	-	1,200	-	-	-
City Planner	15,854	12,554	12,000	12,000	12,000	-
Contract Services	5,424	9,176	24,000	24,000	24,000	-
Dues	1,023	-	500	-	-	-
Mileage	176	144	250	250	250	-
Miscellaneous	-	250	250	250	250	-
Supplies	-	-	250	-	-	-
Travel and Training	1,103	1,858	2,500	2,500	2,500	-
Subtotal Materials and Services	39,423	34,432	52,950	50,000	50,000	-
GRAND TOTAL	100,350	63,740	102,570	101,056	101,056	-

1- Code Compliance Officer is fully funded here.

**CITY OF ADAIR VILLAGE ANNUAL BUDGET
FISCAL YEAR 2017-18**

GENERAL FUND - NONDEPARTMENTAL

	ACTUAL	ACTUAL	ADOPTED	PROPOSED	APPROVED	ADOPTED
	2014-15	2015-16	BUDGET	BUDGET	BUDGET	BUDGET
			2016-17	2017-18	2017-18	2017-18
MATERIALS & SERVICES						
Audit Services	2,591	466	5,000	2,000 #	2,000	-
Banking Charges	955	679	800	750	750	-
Building Permits-Benton County/State Surcharge	1,355	-	-	-	-	-
CET-Corvallis	300	-	-	-	-	-
Contracted Services	24,460	15,864	21,000	21,000 #	21,000	-
Contracted Services - Brownfield study/cleanup	-	-	-	10,000 #	10,000	-
Dues (organizational)	1,783	2,367	4,000	4,000	4,000	-
Election Fees	-	-	1,000	1,000	1,000	-
Equipment-Lease & Rental	-	-	500	500	500	-
Equipment Maintenance and Repair	2,864	3,212	500	3,000	3,000	-
Equipment-Purchase Small	756	1,044	500	1,200	1,200	-
Improvements-Buildings	4,287	4,000	3,000	4,000	4,000	-
Insurance	5,238	5,510	5,000	5,700 #	5,700	-
Maintenance-Buildings	4,007	2,274	2,400	2,400	2,400	-
Mayor and Council Expenses	913	-	1,000	1,000	1,000	-
Mileage	35	-	-	-	-	-
Miscellaneous	3,218	3,178	2,000	2,500	2,500	-
Municipal Court	897	-	2,000	2,000 #	2,000	-
Postage	1,603	675	1,500	1,500	1,500	-
Property Taxes (formerly Maintenance and Taxes)	4,591	4,565	4,800	4,750 #	4,750	-
Publications and Legal Notices	418	3,078	500	1,000	1,000	-
Security Alarm	2,303	306	400	400	400	-
Supplies	2,712	3,982	3,000	3,000	3,000	-
Surety Bonds	-	-	250	-	-	-
Telephone	3,538	4,113	4,000	4,200	4,200	-
Transit	17,387	17,300	20,000	20,000	20,000	-
Travel and Training	50	-	1,500	-	-	-
Utilities (formerly Power & Lights)	8,031	17,259	22,000	18,000	18,000	-
Vehicles-Fuel	52	95	500	200	200	-
Subtotal Materials & Services	94,344	89,967	107,250	114,100	114,100	-
CAPITAL OUTLAY						
Building Improvements (Remodel)	-	-	-	100,000	100,000	-
Subtotal Capital Outlay	-	-	-	100,000	100,000	-
TRANSFERS						
To Wastewater Fund	-	-	-	15,000	15,000	-
To Reserve - Accounting Software	-	-	-	4,710 #	4,710	-
Subtotal Transfers	-	-	-	19,710	19,710	-
DEBT SERVICE						
Barracks Building Loan	-	-	-	11,279	11,279	-
Subtotal Debt Service	-	-	-	11,279	11,279	-
FUND RESERVE						
Accounting Software	-	-	2,355	-	-	-
Building	-	-	-	-	-	-
Subtotal Capital Outlay	-	-	2,355	-	-	-
Total	94,344	89,967	107,250	245,089	245,089	-
Less: Transfers and Debt Service	-	-	-	30,989	30,989	-
Amount to Fund Summary	94,344	89,967	107,250	214,100	214,100	-

1- This includes the contract for payroll services, property management , accounting and closeout support, utility billing, copier lease, HVAC con
2 - This is for continued partnership with GP and Boise for the AVIS cleanup.

**CITY OF ADAIR VILLAGE ANNUAL BUDGET
FISCAL YEAR 2017-18**

GENERAL FUND - PARKS

	ACTUAL 2014-15	ACTUAL 2015-16	ADOPTED BUDGET 2016-17	PROPOSED BUDGET 2017-18	APPROVED BUDGET 2017-18	ADOPTED BUDGET 2017-18
PERSONNEL SERVICES						
Staffing	12,535	14,860	18,894	21,219	21,219	-
Taxes	961	1,040	2,652	2,932	2,932	-
Health Insurance	-	-	5,203	-	-	-
Retirement	1,370	892	3,333	4,074	4,074	-
Subtotal Personnel Services	14,866	16,792	30,082	28,225	28,225	-
MATERIALS AND SERVICES						
Contract Services	4,761	356	-	500	500	-
Dues	-	-	-	-	-	-
Equipment-Lease & Rental	-	-	100	100	100	-
Equipment Maintenance and Repair	775	93	200	200	200	-
Equipment-Purchase Small	-	-	200	200	200	-
Events	1,568	825	2,000	2,000	2,000	-
Improvements-Buildings & Parks	180	255	4,453	500	500	-
Insurance	838	882	1,000	1,000	1,000	-
Maintenance-Buildings & Parks	1,986	758	1,200	1,200	1,200	-
Mileage	346	-	100	100	100	-
Miscellaneous	-	-	500	500	500	-
Postage	139	52	-	-	-	-
Supplies	805	349	400	400	400	-
Travel and Training	638	1,045	500	500	500	-
Utilities	651	564	1,000	750	750	-
Vehicles	1,279	1,336	1,000	1,400	1,400	-
Youth Activities	5,056	5,283	7,000	6,000	6,000	-
Subtotal Materials & Services	19,022	11,798	19,653	15,350	15,350	-
CAPITAL OUTLAY						
Park Improvements	-	7,240	-	-	-	-
Subtotal Capital Outlay	-	7,240	-	-	-	-
TRANSFERS						
To Reserve Fund	-	-	-	12,500	12,500	-
Subtotal Transfers	-	-	-	12,500	12,500	-
FUND RESERVE						
Park Equipment	-	7,500	10,000	-	-	-
Subtotal Capital Outlay	-	7,500	10,000	-	-	-
TOTAL EXPENDITURES	33,888	43,330	59,735	56,075	43,575	-
Less: Transfers	-	-	-	12,500	12,500	-
Amount to Fund Summary	33,888	43,330	59,735	43,575	31,075	0

**CITY OF ADAIR VILLAGE ANNUAL BUDGET
FISCAL YEAR 2017-18**

GENERAL FUND - PUBLIC SAFETY

	ACTUAL 2014-15	ACTUAL 2015-16	ADOPTED BUDGET 2016-17	PROPOSED BUDGET 2017-18	APPROVED BUDGET 2017-18	ADOPTED BUDGET 2017-18		
PERSONNEL SERVICES								
Staffing	2,865	2,396	3,775	3,775	3,775			
Taxes	220	300	530	522	522			
Health Insurance	-	-	857	923	923			
Retirement	1,246	1,270	666	725	725			
Subtotal Personnel Services	4,331	3,966	5,838	5,944	5,944			
MATERIALS AND SERVICES								
Contract Services	46,138	42,973	28,600	30,000	30,000			
Subtotal Materials & Services	46,138	42,973	28,600	30,000	30,000			
TRANSFERS								
To Reserve Fund	-	-	-	33,000	33,000			
Subtotal Transfers	-	-	-	33,000	33,000			
RESERVE								
Vehicles	-	-	33,000	-	-			
Subtotal Reserve	-	-	33,000	-	-			
TOTAL EXPENDITURES	50,469	46,939	67,438	68,944	68,944			
Less: Transfers	-	-	-	33,000	33,000			
Amount to Fund Summary	50,469	46,939	67,438	35,944	35,944			

- 1 - This represents 5% of the City Administrator's time.
2. This amount would cover a contract with Benton County Sheriff's Office for 10 hours per week of directed patrol.
3. This holds the funds that we received from sale of assets of the Police Department in 2015-16. These funds have been "Assigned" by the Council to be held until the Police Department is re-established.
4. These funds are being transferred to the Reserve Fund to segregate them from money that is

CITY OF ADAIR VILLAGE ANNUAL BUDGET
FISCAL YEAR 2017-18

RESERVE FUND

	ACTUAL 2014-15	ACTUAL 2015-16	ADOPTED BUDGET 2016-17	PROPOSED BUDGET 2017-18	APPROVED BUDGET 2017-18	ADOPTED BUDGET 2017-18
RESOURCES						
Beginning Fund Balance	16,418	16,418	16,418	16,418	16,418	-
TRANSFERS IN						
General Fund	-	-	-	50,210	50,210	-
Street Fund	-	-	-	3,202	3,202	-
Wastewater Fund	-	-	-	8,059	8,059	-
Water Fund	-	-	-	17,356	17,356	-
Storm Drain	-	-	-	1,670	1,670	-
Total Resources	16,418	16,418	16,418	96,915	96,915	-
TRANSFERS OUT						
Transfer to General Fund	-	-	10,000	-	-	-
Total Transfers Out	-	-	10,000	-	-	-
TOTAL EXPENDITURES	-	-	10,000	-	-	-
RESERVE FOR FUTURE EXPENDITURE						
Accounting Software	-	-	-	19,997	19,997	-
Equipment	-	-	-	15,000	15,000	-
Parks Improvements	-	-	-	12,500	12,500	-
Police vehicles	-	-	-	33,000	33,000	-
Rate Stabilization	16,418	16,418	6,418	16,418	16,418	-
RESERVE FOR FUTURE EXPENDITURE	16,418	16,418	6,418	96,915	96,915	-

10 hours per week of
 2015-16.
 Departmental
 numbers, 2015.

CITY OF ADAIR VILLAGE ANNUAL BUDGET
FISCAL YEAR 2017-18

SYSTEM DEVELOPMENT CHARGE FUND

	ACTUAL 2014-15	ACTUAL 2015-16	ADOPTED BUDGET 2016-17	PROPOSED BUDGET 2017-18	APPROVED BUDGET 2017-18	ADOPTED BUDGET 2017-18
RESOURCES						
Beginning Fund Balance: Street -- Impr.	35,524	35,524	37,716	38,812	-	-
Beginning Fund Balance: Water (Impr. @ .95)	133,032	133,032	145,026	151,095	-	-
Beginning Fund Balance: Wastewater (Impr. @ .66)	22,034	22,034	28,348	31,527	-	-
Beginning Fund Balance: Storm Drain Improvements	962	962	2,198	2,816	-	-
Beginning Fund Balance: Parks Improvements	587	587	1,221	1,538	-	-
Total Beginning Fund Balances	192,139	192,139	214,509	225,788	-	-
Street Improvement Charges	-	1,096	16,831	16,831	2	-
Water Improvement Charges	-	6,053	22,033	22,033	2	-
Sewer Improvement Charges	-	3,135	11,412	11,412	2	-
Storm Drain Improvements	-	618	4,804	4,804	2	-
Park Improvements	-	317	317	317	2	-
Water Reimbursement Charges	-	16	17	17	2	-
Sewer Reimbursement Charges	-	44	44	44	2	-
SDC fees - Other	-	-	4,418	4,418	1	-
Interest on Investments	-	-	-	-	-	-
Total SDC Charges	-	11,279	59,876	59,876	-	-
Total Resources	192,139	203,418	274,385	285,664	-	-
RESERVE FOR FUTURE EXPENDITURE	192,139	203,418	274,385	285,664	-	-

1- Compliance fees cover administrative costs for the SDC program.

2- These charges include the income from the ServPro site and one, new residential home.

The present SDC costs are listed below.

Street Improvement Charges	\$	1,096	
Water Improvement Charges	\$	6,053	
Sewer Improvement Charges	\$	3,135	
Storm Drain Improvements	\$	371	or \$0.13 per square foot of impervious surface
Park Improvements	\$	317	
Water Reimbursement Charges	\$	17	
Sewer Reimbursement Charges	\$	44	
TOTAL	\$	11,033	
Compliance Surcharge	\$	875	
	\$	11,908	

CITY OF ADAIR VILLAGE ANNUAL BUDGET
FISCAL YEAR 2017-18

STORM DRAIN FUND

	ACTUAL 2014-15	ACTUAL 2015-16	ADOPTED BUDGET 2016-17	PROPOSED BUDGET 2017-18	APPROVED BUDGET 2017-18	ADOPTED BUDGET 2017-18
RESOURCES						
Beginning Fund Balance	21,643	26,713	25,000	15,000	15,000	-
Storm Drain Assessments	18,311	17,682	18,000	18,000	18,000	-
Miscellaneous	-	-	200	200	200	-
TOTAL RESOURCES	39,954	44,395	43,200	33,200	33,200	-
<i>Net Revenues</i>	<i>17,601</i>	<i>17,682</i>	<i>18,200</i>	<i>18,200</i>		
PERSONNEL SERVICES						
Staffing	7,572	8,833	11,358	10,799	10,799	-
Taxes	1,078	1,270	1,594	1,492	1,492	-
Health Insurance	3,078	2,225	4,336	3,692	3,692	-
Retirement	1,193	1,579	2,004	2,073	2,073	-
Subtotal Personnel Services	12,921	13,907	19,292	18,057	18,057	-
MATERIALS AND SERVICES						
Contract Services	320	215	4,500	2,000	2,000	-
Equipment Rental	-	-	200	200	200	-
Supplies	-	-	100	100	100	-
System Maintenance and Repair	-	-	4,000	4,000	4,000	-
Vehicle Fuel & Maintenance	-	-	200	200	200	-
Subtotal Materials & Services	320	215	9,000	6,500	6,500	-
CAPITAL OUTLAY						
Equipment	-	-	2,400	-	-	-
Storm Drain Improvements	-	-	-	-	-	-
Subtotal Capital Outlay	-	-	2,400	-	-	-
TOTAL EXPENDITURES	13,241	14,122	30,692	24,557	24,557	-
TRANSFERS						
To Reserve Fund						
Accounting Software	-	-	-	470	470	-
Equipment	-	-	-	1,200	1,200	-
Total Transfers	-	-	-	1,670	1,670	-
FUND RESERVE						
Accounting Software	-	-	-	-	-	-
Equipment	-	-	264	-	-	-
Storm Drain Improvements	-	-	235	-	-	-
Subtotal Fund Reserve	-	-	499	-	-	-
CONTINGENCY	-	-	4,320	4,500	4,500	-
TOTAL APPROPRIATED	13,241	14,122	35,511	30,727	29,057	-
RESERVE FOR FUTURE EXPENDITURE	26,713	30,273	7,689	2,473	2,473	-
TOTAL	39,954	44,395	43,200	33,200	31,530	-

CITY OF ADAIR VILLAGE ANNUAL BUDGET

FISCAL YEAR 2017-18

STREET FUND

	ACTUAL 2014-15	ACTUAL 2015-16	ADOPTED BUDGET 2016-17	PROPOSED BUDGET 2017-18	APPROVED BUDGET 2017-18	ADOPTED BUDGET 2017-18
RESOURCES						
Beginning Fund Balance	73,098	70,644	80,000	75,000	75,000	-
State Highway Tax	48,801	49,987	52,000	52,000	52,000	-
Miscellaneous	-	-	200	200	200	-
TOTAL RESOURCES	121,899	120,631	132,200	127,200	127,200	-
PERSONNEL SERVICES						
Staffing	10,608	13,408	13,763	13,433	13,433	-
Taxes	1,548	1,525	1,932	1,856	1,856	-
Health Insurance	3,352	2,670	5,203	4,615	4,615	-
Retirement	1,679	1,894	2,428	2,579	2,579	-
Subtotal Personnel Services	17,187	19,497	23,326	22,483	22,483	-
MATERIALS AND SERVICES						
Contract Services	320	214	1,500	1,500	1,500	-
Equipment Rental	-	-	250	250	250	-
Insurance	2,724	2,865	3,000	3,000	3,000	-
Miscellaneous	205	19	-	-	-	-
Street Improvements	141	26	10,000	10,000	10,000	-
Street Signs	191	366	-	-	-	-
Street Sweeping	1,800	2,400	4,000	4,200	4,200	-
Utilities	9,940	11,275	9,200	10,500	10,500	-
Subtotal Materials & Services	15,321	17,165	27,950	29,450	29,450	-
CAPITAL OUTLAY						
Street Improvements	18,747	-	24,000	24,000	24,000	-
Subtotal Capital Outlay	18,747	-	24,000	24,000	24,000	-
TOTAL EXPENDITURES	51,255	36,662	75,276	75,933	75,933	-
TRANSFERS OUT						
Transfer to Reserve Fund:						
Accounting Software	-	-	-	1,402	1,402	-
Equipment	-	-	-	1,800	1,800	-
Total Transfer to Reserve Fund	-	-	-	3,202	3,202	-
RESERVES						
Accounting Software	-	-	-	-	-	-
Building	-	-	1,440	-	-	-
Equipment	-	-	1,200	-	-	-
Street Improvements	-	-	-	-	-	-
Subtotal Fund Reserve	-	-	2,640	-	-	-
CONTINGENCY			15,000	15,000	15,000	-
TOTAL APPROPRIATED	51,255	36,662	92,916	94,135	90,933	-
RESERVE FOR FUTURE EXPENDITURE	70,644	83,969	39,284	33,065	33,065	-
TOTAL	121,899	120,631	132,200	127,200	123,998	-

1 - Sweep 5 times per year.

2 - Street improvement projects estimated for every other year, next in 2016-17.

CITY OF ADAIR VILLAGE ANNUAL BUDGET
FISCAL YEAR 2017-18

WASTEWATER FUND

	ACTUAL 2014-15	ACTUAL 2015-16	ADOPTED BUDGET 2016-17	PROPOSED BUDGET 2017-18	APPROVED BUDGET 2017-18	ADOPTED BUDGET 2017-18
RESOURCES						
Beginning Fund Balance	(86,458)	(56,887)	-	-	-	-
Sewer User Fees	192,770	191,272	205,000	191,545	191,545	-
Proposed Rate Increase	-	-	-	14,850	14,850	-
Miscellaneous Revenues	-	-	1,000	1,000	1,000	-
OR DEQ Loan	-	-	100,000	-	-	-
Partnership Payments	100,000	114,721	-	-	-	-
Transfer in from General Fund	-	-	-	15,000	15,000	-
TOTAL RESOURCES	206,312	249,106	306,000	222,395	222,395	-
PERSONNEL SERVICES						
Staffing	57,981	54,869	50,063	48,455	48,455	-
Taxes	9,331	6,607	7,027	6,696	6,696	-
Health Insurance	14,996	11,569	19,944	17,535	17,535	-
Retirement	15,276	8,209	8,831	9,303	9,303	-
Subtotal Personnel Services	97,584	81,254	85,865	81,990	81,990	-
MATERIALS AND SERVICES						
Audit	6,865	1,224	5,000	5,250	5,250	-
Bank Charges-NSF	-	-	1,000	500	500	-
Chemicals	3,693	4,158	4,000	4,200	4,200	-
Contract Services	62,959	68,114	40,000	1,000	1,000	-
Dues	25	34	500	-	-	-
Equipment Maintenance	431	1,297	2,000	1,500	1,500	-
Equipment Rental/Lease	-	-	500	500	500	-
Equipment Purchase	3,807	-	4,000	-	-	-
Engineering Contract	1,363	3,264	5,000	4,000	4,000	-
Insurance	5,642	5,951	6,000	6,000	6,000	-
Laboratory Analysis	3,838	3,910	5,000	4,000	4,000	-
Mileage	32	-	500	500	500	-
Miscellaneous	337	114	1,000	1,000	1,000	-
Permits	1,956	1,495	500	500	500	-
Postage	1,175	502	500	550	550	-
Publications and Legal Notices	-	-	250	250	250	-
Supplies	438	153	1,000	500	500	-
System Maintenance	14,510	15,521	20,000	15,000	15,000	-
Telephone	1,825	2,102	2,000	2,200	2,200	-
Travel and Training	-	-	1,000	1,000	1,000	-
Utilities	6,396	7,329	10,000	8,000	8,000	-
Vehicle Fuel and Maintenance	2,851	2,959	3,500	3,000	3,000	-
Subtotal Materials & Services	118,143	118,127	113,250	59,450	59,450	-
	ACTUAL 2013-14	ACTUAL 2014-15	ADOPTED BUDGET 2015-16	PROPOSED BUDGET 2016-17	BUDGET COMM 2016-17	CITY COUNCIL 2016-17
Wastewater Fund -- continued						
CAPITAL OUTLAY						
Equipment	-	-	9,000	-	-	-
Wastewater Improvements	-	648	-	-	-	-
Subtotal Capital Outlay	-	648	9,000	-	-	-

Wastewater

DEBT SERVICE						
1997 Revenue Bonds -- USB	24,536	23,385	21,800	21,000	21,000	-
2012 DEQ WWFP Loan	22,936	41,048	41,048	41,048	41,048	-
Subtotal Debt Service	47,472	64,433	62,848	62,048	62,048	-
TRANSFERS						
To Reserve Fund						
Accounting Software	-	-	-	3,229	3,229	-
Equipment	-	-	-	4,830	4,830	-
Subtotal Transfers	-	-	-	8,059	8,059	-
TOTAL EXPENDITURES	263,199	264,462	270,963	211,547	211,547	-
FUND RESERVE						
Equipment	-	-	990	-	-	-
Plant and Equipment	-	-	16,000	-	-	-
Wastewater Improvements	-	-	1,615	-	-	-
Subtotal Fund Reserve	-	-	18,605	-	-	-
CONTINGENCY	-	-	10,000	4,000	4,000	-
TOTAL APPROPRIATED	263,199	264,462	299,568	215,547	215,547	-
RESERVE FOR FUTURE EXPENDITURE	(56,887)	(15,356)	6,432	6,848	6,848	-
TOTAL	206,312	249,106	306,000	222,395	222,395	-

CITY OF ADAIR VILLAGE ANNUAL BUDGET

FISCAL YEAR 2017-18

WATER FUND

	ACTUAL	ACTUAL	ADOPTED	PROPOSED	APPROVED	ADOPTED
	2014-15	2015-16	BUDGET 2016-17	BUDGET 2017-18	BUDGET 2017-18	BUDGET 2017-18
RESOURCES						
Beginning Fund Balance	278,356	143,648	370,000	315,000	315,000	-
Deposits for New Service	4,700	5,120	5,000	4,800	4,800	-
Metered Water Sales	288,682	280,619	290,000	300,000	300,000	-
Outside Water Assessments	205,977	195,788	220,000	225,000	225,000	-
New Connections	2,081	923	2,000	2,000	2,000	-
Reconnect Fees	2,529	3,616	3,000	3,000	3,000	-
Miscellaneous Revenue	12	-	1,000	500	500	-
Refunds	-	-	5,000	1,000	1,000	-
IFA Water Loan	-	-	2,840,000	-	-	-
TOTAL RESOURCES	782,337	629,714	3,736,000	851,300	851,300	-
<i>New Revenues</i>	503,981	486,066	526,000	536,300	536,300	-
PERSONNEL SERVICES						
Staffing	112,007	118,099	109,574	106,164	106,164	-
Taxes	16,459	12,706	15,380	14,672	14,672	-
Health Insurance	28,986	22,247	42,490	37,840	37,840	-
Retirement	25,465	15,786	19,329	20,384	20,384	-
Subtotal Personnel Services	182,917	168,838	186,773	179,060	179,060	-
MATERIALS AND SERVICES						
Audit	6,867	1,224	6,500	5,250	5,250	-
Bank Charges-NSF	-	-	200	200	200	-
Chemicals	23,334	25,541	20,000	24,750	24,750	-
Contract Services	279,485	160,799	2,840,000	100,000	100,000	-
Dues	1,178	981	500	1,000	1,000	-
Engineering Services	2,949	6,993	20,000	20,000	20,000	-
Equipment Maintenance	902	1,065	2,000	2,000	2,000	-
Equipment Purchase	-	-	4,000	4,000	4,000	-
Equipment Rental/Lease	-	-	3,000	3,000	3,000	-
Insurance	6,509	6,832	8,000	8,000	8,000	-
Laboratory Analysis	1,287	1,351	3,000	5,000	5,000	-
Mileage	32	-	-	-	-	-
Miscellaneous	843	760	2,000	2,000	2,000	-
Permits	1,243	956	1,000	1,000	1,000	-
Postage	1,175	502	500	550	550	-
Publications and Legal Notices	117	-	100	100	100	-
Refunds	306	401	-	500	500	-
Supplies	744	684	1,500	1,000	1,000	-
System Maintenance and Repair	32,800	35,267	25,000	30,000	30,000	-
Telephone	2,535	2,925	3,000	3,400	3,400	-
Travel and Training	1,811	2,904	3,500	3,000	3,000	-
Utilities	27,576	31,007	25,000	33,000	33,000	-
Vehicle Fuel and Maintenance	4,843	5,154	6,500	5,500	5,500	-
Subtotal Materials & Services	396,536	285,346	2,975,300	253,250	253,250	-
	ACTUAL	ACTUAL	ADOPTED	PROPOSED	APPROVED	ADOPTED
Water Fund -- continued	2014-15	2015-16	BUDGET 2016-17	BUDGET 2017-18	BUDGET 2017-18	BUDGET 2017-18
CAPITAL OUTLAY						
Equipment	804	-	35,000	-	-	-
Meters	4,500	-	-	-	-	-
Water Improvements	10,062	-	-	-	-	-
Plant and Equipment	7,674	-	-	-	-	-
Subtotal Capital Outlay	23,040	-	35,000	-	-	-
DEBT SERVICE						
1980 Water Revenue P & I	5,877	5,877	6,000	6,000	6,000	-
1997 Water Revenue Bonds P & I	30,319	28,881	27,500	31,000	31,000	-

Water

IFA Loan	-	-	-	125,000	125,000	-
Subtotal Debt Service	36,196	34,758	33,500	162,000	162,000	-
TRANSFERS						
To Reserve Fund						
Accounting Software	-	-	-	10,186	10,186	-
Equipment	-	-	-	7,170	7,170	-
Subtotal Transfers	-	-	-	17,356	17,356	-
TOTAL EXPENDITURES	638,689	488,942	3,230,573	611,666	611,666	-
RESERVES						
Accounting Software	-	-	5,093	-	-	-
Equipment	-	-	1,650	-	-	-
Subtotal Fund Reserve	-	-	6,743	-	-	-
CONTINGENCY	-	-	75,000	75,000	75,000	-
TOTAL APPROPRIATED	638,689	488,942	3,312,316	686,666	686,666	-
RESERVE FOR FUTURE EXPENDITURE	143,648	140,772	423,684	164,634	164,634	-
TOTAL	782,337	629,714	3,736,000	851,300	851,300	-

1 - State mandated operating permits



ADAIR VILLAGE NEWS

March 2017

UPCOMING EVENTS

Municipal Court
Monday, March 6th,
2017 at 6:00 PM

City Council Meeting
Tuesday, March 7th,
2017, at 6:00 PM

Inside this Issue:
2017/2018 Budget

Founders Day

Pre-teen and Teen Night

Easter Egg Hunt

Community Service Officer

AV Food Mart

Santiam Christian Serve Day

Adair Village Mission Statement
To build a safe, attractive, vibrant environment with a welcoming sense of community.

2017/2018 Budget

Last year I wrote about spring in the air and municipalities scrambling to complete their annual budgets. This year I look out my window and snow is falling but the message is the same. The City wants ensure that the community is well informed about the timeline and process for this year's fiscal budget. The City will also be posting budget messages over the next few months. If you have any questions please feel free to contact City Hall. A copy of this year's budget timeline is on the front page of the City's website: www.adairvillage.org

The Budget Committee for the City of Adair Village will hold its first meeting on Wednesday, April 19th, 2017 at 6:30 PM at the Adair Village City Hall, 6030 William R. Carr Avenue, Adair Village. The purpose of this meeting is to present the budget and the budget message and to take comments and questions from the public.

A copy of the budget may be inspected or obtained at 6030 William R. Carr Avenue; Adair Village, after April 11th between the hours of 8:30 AM and 4:00 PM. The budget may also be viewed on the website of the City of Adair Village, which can be found at www.adairvillage.org\Your Government\Finances\Budgets. The coming year's budget will be prepared on a basis of accounting that is consistent with the basis of accounting used during the preceding year. This budget is for the annual period of July 1st, 2017 through June 30th, 2018.

Pat Hare
City Administrator

SAVE THE DATE: FOUNDERS DAY 2017

The City of Adair Village and Adair Living History, Inc. invite you to the 2nd Annual Adair Village Founders Day.

Saturday, May 13th from 11:00 AM - 3:00 PM

Join us for:

Free BBQ beginning @ Noon
Kids activities including a bounce house & face painting
Vendor booths
WWII Re-enactors
John Baker and Charline King book signing
Adair Air Force Station Presentation
Memorabilia from two Camp Adair trainee families:
Jamieson and Spence

GET AIR SALEM FIELD TRIP PRE-TEEN and TEEN NIGHT

On Saturday March 25th the Pre-teens and Teens will be taking a field trip to Salem to Get Air for trampoline fun. We will be leaving City Hall at 4:00 PM returning around 9:00 PM. Dinner will be provided. Online waivers for GetAir Salem must be done for your child to participate. Please return permission slips to Brittany at City Hall by March 16th. Space is limited so please sign-up ASAP.

EASTER EGG HUNT

The annual Easter Egg hunt sponsored by the Kiwanis Sunrisers will be on Saturday, April 15th at 10 AM in the Benton County Park. This event is put on by the Kiwanis especially for Adair Village youth and their families.

COMMUNITY SERVICE OFFICER



The city would like to remind people that livestock permits are required for chickens within the city limits. No other type of livestock such as ducks, turkeys, pigs, goats, sheep, horses, cows or farm/exotic animals are permitted within the city boundaries. If you have questions regarding livestock please contact the CSO at (541) 368-4317. Violation of the livestock ordinance may result in a fine and abatement process.


Vehicles left on streets over 15 days or with expired plates are considered abandoned and will be towed within 7 days of being posted (Orange Window Sticker) as abandoned.

Reminder: if you are on vacation or out of the Adair Village area and need assistance with trash disposal containers, newspaper pickup, or vacation checks on your house you can contact the CSO to schedule these services.

If you are elderly or disabled and need assistance stacking or unloading firewood during the winter months contact the CSO at 541-368-4317 for help.

**ADAIR
VILLAGE
FOOD MART**

 \$12.99 <small>4 day</small>	 <small>64oz</small> 2 for \$3
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While You are Here  **99¢**
COFFEE All Sizes

The item above is a paid advertisement and the information included does not represent a city sanctioned event or information

MAY 15: WE WANT TO SERVE YOU

This year, Santiam Christian High School is focusing its Serve Day attention on the local community, Adair Village. We are looking for residents of Adair Village who could benefit from service of Santiam Christian students in or around their homes. We can mow lawns, pull weeds, clean, spread bark dust, or any other services that would benefit you. Please contact Grant Billups for more information about our **Monday, May 15, 2017** Serve Day.



FOR MORE INFORMATION OR TO MAKE A REQUEST CONTACT:

Grant Billups
541.979.8035
grant.billups@live.com



ADAIR VILLAGE NEWS

April 2017

UPCOMING EVENTS

Municipal Court
Monday, May 1st,
2017 at 6:00 PM

**City Council
Meeting**
Tuesday, April 4th,
2017, at 6:00 PM

Inside this Issue:

2017/2018 Budget

Water Pressure/
Infrastructure

Founders Day

AV Food Mart

Pre-teen and Teen
Night

Community Service
Officer

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This budget was prepared on a basis of accounting that is consistent with the basis of accounting used during the preceding year. This budget is for the annual period of July 1, 2017 through June 30, 2018.

WATER PRESSURE AND INFRASTRUCTURE PROJECT

City residents will see the water pressure return to what it was almost a year ago. This is due to the installation of a new tank liner in Hospital Hill reservoir, which has brought the pressure back up and reduced significant water loss.

The installation of the new water tanks on Voss Hill is going very well. It's estimated that the water infrastructure projects in process will be finished by the end of April.

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Saturday, May 13th from 11:00 AM - 3:00 PM

Join us for:

Free BBQ beginning @ Noon

Kids activities including a bounce house & face painting

Vendor booths

WWII Re-enactors

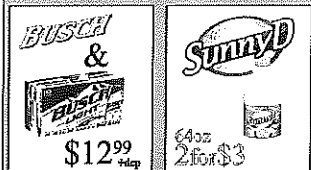

John Baker and Charline King book signing

Adair Air Force Station Presentation

Memorabilia from two Camp Adair trainee families:

Jamieson and Spence

**ADAIR
VILLAGE
FOOD MART**

 <p>BUSCH & SUNNYD</p> <p>\$12.99 <small>each</small></p> <p>64oz 2 for \$3</p>	 <p>99¢ All Sizes</p> <p>COFFEE</p>
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While You are Here

The item above is a paid advertisement and the information included does not represent a city sanctioned event or information

PRE-TEEN and TEEN NIGHT

On Saturday April 22nd there will be a Teen and Pre-teen movie night at City Hall. We will watch movies, play games, and have dinner and snacks. It will be from 6:00-9:00 PM. All teens and pre-teens living in Adair Village are invited. This event is free.

SILETZ TRIBE AWARDS GRANT TO ADAIR RURAL FIRE

The Siletz Tribal Charitable Contribution Fund has awarded Adair Rural Fire and Rescue a grant to replace some of its aging Fire-fighting clothing. The amount generously awarded was \$4410. This gift will allow the Adair Fire Department to purchase two sets of turnouts, at a cost of over \$2000 each, and to start the transition from outdated turnouts to the replacement equipment. The Adair Rural Fire Department is extremely grateful to the Siletz Tribal Contribution Fund and its members for this grant. It will help to keep the members of our department safe as they help the community of Adair Village and its neighbors.

COMMUNITY SERVICE OFFICER

April 1st starts the new grass season which requires residents to maintain their grass length to ten inches in length or less.

Ordinance 40.420: No owner or person, in charge of any residentially-zoned property, shall permit upon such property, improved or unimproved, or upon any parkway or sidewalk area abutting such property, any excessive growth of weeds, grass or other vegetation. Such excessive growth shall be deemed noxious vegetation, and it shall be the duty of every owner or person in charge of such property to cut down or otherwise destroy any noxious growth on such property or parkway or sidewalk area abutting thereon as often as necessary, to prevent such growth from being unsightly or a fire hazard, or maturing and going to seed.

(3) The term "noxious vegetation" applies to and describes the conditions listed below:
 (a) grass and weeds more than ten inches high between April 1 and November 1; (b) poison oak; (c) poison ivy; (d) blackberry bushes that extend into a public thoroughfare or across a property line; (e) vegetation that is: (i) a health hazard; (ii) a fire hazard that is near other combustibles; (iii) a traffic hazard because it impairs the view of a public thoroughfare or otherwise makes use of the thoroughfare hazardous. (f) Noxious vegetation shall include trees and shrubs as well as other types of vegetation.

The end of April will start the 2017 process for yard of the month and most improved yard. The CSO coordinates with local residents to identify and pick monthly winners. Winners receive various garden/yard supplies and tools as well as have a yard sign displayed on their front lawn.

If you are elderly or disabled and need assistance stacking or unloading firewood during the winter months contact the CSO at 541-368-4317 for help.