

# City of Aurora

Founded 1856

“National Historic Site”

Adopted Budget

Fiscal Year 2017-2018

June 13, 2017

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# Section 1

City Staff

City of Aurora  
Staff Members  
2017-2018

Kelly Richardson  
City Recorder

Tammy Grimes  
Administrative Assistant

Mary Lambert  
Finance Officer

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Darrel Lockard  
Public Works Superintendent

Derek Shunn  
Utility Worker I

Chuck Sandsness  
Utility Worker 1

## Section 2

Budget Committee Members

**CITY OF AURORA  
BUDGET COMMITTEE MEMBERS  
2017– 2018**

**Bill Graupp** Mayor  
14629 Ehlen Road NE  
Aurora, OR 97002  
[mayor@ci.aurora.or.us](mailto:mayor@ci.aurora.or.us)  
503-678-6909

**Brian Asher** Councilor  
21514 Liberty Street NE  
Aurora, OR 97002  
[brian.asher@gmail.com](mailto:brian.asher@gmail.com)  
503-780-6106

**Tom Heitmanek** Councilor  
21354 Liberty Street NE  
Aurora, OR 97002  
[theitmanek@ci.aurora.or.us](mailto:theitmanek@ci.aurora.or.us)  
541-944-9089

**Mercedes Rhoden-Feely** Councilor  
21533 Liberty Street NE  
Aurora, OR 97002  
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503-804-5446

**Kris Sallee** Councilor  
21311 Main St NE  
Aurora, OR 97002  
[ksallee@ci.aurora.or.us](mailto:ksallee@ci.aurora.or.us)  
503-678-5768

**David Opie** 1st of 3 year term  
14783 Ottaway Road NE  
Aurora, OR 97002  
[m.davidopie@me.com](mailto:m.davidopie@me.com)  
503-709-0362

**Joseph Schaefer** 1st of 3 year term  
15140 Park Avenue NE  
Aurora, OR 97002  
[jschaefer@ci.aurora.or.us](mailto:jschaefer@ci.aurora.or.us)  
503-819-4764

**Byron Schriever** 2nd of 3 year term  
14980 Seal Rock Avenue NE  
Aurora, OR 97002  
[barney1930@gmail.com](mailto:barney1930@gmail.com)  
503-678-7817

**Nick Kaiser** 3rd of 3 year term  
14635 Kasel Court NE  
Aurora, OR 97002  
[nkgemini@centurytel.net](mailto:nkgemini@centurytel.net)  
503-678-1531

**Open Position** 3rd of 3 year term

## Section 3

### Budget Message

# CITY OF AURORA BUDGET MESSAGE

## FISCAL YEAR 2017-2018

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### INTRODUCTION

The proposed budget has been prepared in accordance with Oregon Local Budget Law, as prescribed in the Oregon Statutes. Additionally, the document is consistent with governmental accounting and financial reporting standards.

Pursuant to Oregon Budget Law, the budget message must contain certain information which assists the reader of the budget in understanding major differences in the proposed budget from the current year adopted budget. For example, ORS 294.403 requires that the budget message must:

- Explain the budget document
- Include a brief description of the proposed financial policies for the coming fiscal year
- Describe the significant features of the proposed budget
- Explain major changes in financial policy

This year's budget is prepared by Mary Lambert – Budget Officer. City staff contributed to the projections in each of their areas of responsibility.

### Features

This year's proposed budget follows two fiscal years of significant investment by the city in infrastructure and increased service. Areas of infrastructure investment and increased service include:

#### **Administration - \$67,600**

- New server / Software / OS
- Upgraded financial accounting software / online payments
  
- Two new desktop computers
- Building improvements
- Part Time front office assistant



### **Public Works - \$298,700**

- Two new vehicles
- Control system upgrades
- Affluent sludge transfer system
- Lagoon boat
- Gator
- Waste Water Treatment Plant Master Plan
- Storm Water Master Plan
- 80 water meter replacements (upgrades)
- Increased landscaping services
- Street Sweeping
- Street / Park restriping
- Lift Station pumps

### **MAJOR FACTORS**

The 2017-18 proposed budget contains a reduction in infrastructure investing while reserves are replenished. An adjustment in water and sewer rates is factored into the resources to start this process. Additional ending fund balance this year is desired to continue infrastructure investments in the following 2018-19 fiscal year.

Added to the budget is an increase in Public Works payroll for a potential increase from 2.5 FTE to 3.0 FTE. Additional money has been allocated to fund a superintendent search and cross training period.

Benefit costs are projected to continue increasing. Latest estimates are calculated into the payroll estimates. In this proposed budget is a 3.0% COLA at the start of the fiscal year. Increases in PERS allocations are not as dramatic as anticipated, but still significant. Although finalized health care and benefit numbers are not set, the estimates are deemed adequate for this budget proposal.

Reporting structure in the proposed budget for salary and benefits has changed due to state guidelines. Line items for all FTE in each budget section are conglomerated to show total salary and benefits on two lines.

## **Budget Officer's comments**

I want to thank you all again this year for taking the time and making the effort to serve on the Budget Committee. Thank you for attending the evening budget committee meetings and providing your comments on the budget document. I also want to thank each City department and their staff for the time invested in producing this budget document.

Mary Lambert – Budget Officer / Financial Officer

Bill Graupp – Mayor

## *APPENDIX A – Description of Funds*

### **General Fund**

#### *Revenues*

**Franchise Fees:** Franchise fees are assessments for a utility company’s use of the City’s right of way. Included are agreements with CenturyLink, WAVE Communications, Republic Services, Portland General Electric and NW Natural Gas

**Fees for Services:** Fees for services include nuisance abatement fees and other charges the City collects for performing certain services.

**Licenses and Permits:** Licenses and permits include building permit fees, engineering fees, planning fees, business license fees, park reservation fees and other license/permit revenue sources. This budget reflects an increase in planning and development reimbursements due to the annual review required of the 3 marijuana businesses in the city. Business license fees have also increased as the city expects to license the 3 marijuana businesses at a significantly higher rate than other business licenses.

**Rents:** Rents include only the communications companies renting space on the water tower. Currently, the City is receiving \$1,004.58 per month from T-Mobile, \$1,076.60 per month from Sprint/Nextel, and \$1,300.00 per month from Verizon.

**Intergovernmental:** Intergovernmental revenue includes state revenue sharing, state cigarette tax, and state liquor tax. It is anticipated that these line items will remain static. Potential revenue from the state marijuana tax is unknown at this time, therefore, no revenue from that source has been budgeted.

**Fines, Penalties & Forfeits:** Fines, penalties and forfeits include primarily court fine revenue and fees collected through the municipal court.

**Interest:** Interest includes all interest earned in the Local Government Investment Pool (LGIP). This interest is distributed to each fund on a percentage basis. It is anticipated that interest revenue will increase in the fiscal year.

**Taxes to Balance:** Taxes to balance include the maximum property tax levy allowed based on the City’s current assessed valuation, multiplied by the rate limit and reduced by the estimated taxes not to be received.

## *Expenditures*

No major changes for requirements are anticipated. The General Fund will again be transferring funds to the City Hall Building Fund and the Aurora Colony Days Fund.

### **Aurora Colony Days Fund**

Revenue comes from sponsorships and fees for events. Revenue is expected to decline as are expenditures. This fund will receive a transfer from revenue sharing of \$3,500. Remaining fund balance is used for city beautification and/or following year fund balance.

### **Street/Storm Fund**

The completion of the storm water master plan and compliance with the TMDL requirements are the main expenditures in this fund. The primary source of revenue is the ODOT highway tax apportionment. This fund also receives the revenue from the street lighting fee, which is used to pay the electric bill for the street lights. This budget includes a decrease in revenue from a reduction of that fee as funds received have exceeded the expense. Also, there is a large reduction in capital improvements as Public Works will be concentrating on water leak repairs.

### **Street Reserve Fund**

All revenues from the street maintenance fees paid by our residents are accruing in this fund. All moneys deposited to this fund will be used only for street improvements, maintenance and/or upgrades. This fund expires in 2020.

### **Water Operating Fund**

The Water Fund, an enterprise fund, receives revenue from water billing. All revenues in this fund pay for water cost of sales and maintenance and upgrades.

### **Water Reserve Fund**

The reserve fund is for maintaining, improving, or expanding the water system. This fund expires 2026. Any revenue received is a transfer from the Water Operating Fund. There is no transfer in this budget.

## **Sewer Operating Fund**

The Sewer Fund, an enterprise fund, receives revenue from a fixed sewer billing rate. All revenues in this fund pay for wastewater collection, treatment, disposal, system maintenance and upgrades.

## **Sewer Reserve Fund**

The reserve fund is for maintaining, improving, or expanding the sewer system. This fund expires in 2026. Any revenue received is a transfer from the Sewer Operating Fund. There is no transfer in this budget.

## **General Obligation Bonds**

Each year, the amount of the principal payment increases, and the interest decreases. The bond payments are funded by a property tax levy that is separate from the General Fund tax levy.

## **System Development Charge Funds**

In all SDC funds, revenue calculations are based on four (4) new construction permits. SDCs are generated through building permits for new construction.

## **Park Reserve Fund**

The reserve fund is for maintaining, repairing and upgrading city parks. This fund expires in 2021.

## **City Hall Building Fund**

The City Hall Building Fund is a “reserve” type of fund, saving toward a new City Hall. The revenue for this fund includes donations and business license surcharges. The proposed budget has a transfer of \$20,000 from the General Fund. This budget includes an increase in the business license surcharge revenue due to the 3 marijuana businesses in town.

# Section 4

## Budget Document

# RESOURCES

**FORM  
LB-20**

## General Operating Fund

City of Aurora, Oregon

CURRENT Assessed Value (Estimated) **116,588,588**

	Historical Data				RESOURCE DESCRIPTION	Budget for Next Year 2017-2018			
	Actual		Adopted Budget This Year 2016-2017			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2014-2015	First Preceding Year 2015-2016							
1	334,354	400,734	450,000	1	BEGINNING FUND BALANCE	485,000	485,000	485,000	1
2	8,933	8,073	8,000	2	Previously Levied Taxes Estimated to be Received	7,000	7,000	7,000	2
3	7,307	8,389	6,500	3	Business License Fees	19,000	19,000	19,000	3
4	1,418	1,385	400	4	Copy, Discovery and Other Fees	400	400	400	4
5	63,723	63,799	62,000	5	Franchise Fees	64,000	64,000	64,000	5
6	1,693	2,775	1,600	6	Interest Income	5,000	5,000	5,000	6
7	14,855	14,819	16,000	7	Liquor and Cigarette Tax	16,200	16,200	16,200	7
8	(1,055)	12,500	2,000	8	Sale of Assets, Misc	2,000	2,000	2,000	8
9	18,973	19,415	15,000	9	Municipal Court Fines	15,000	15,000	15,000	9
10	1,700	1,725	650	10	Park Reservation Fees	1,000	1,000	1,000	10
11	9,062	6,774	9,500	11	State Revenue Sharing	9,800	9,800	9,800	11
12	20,563	43,963	39,820	12	Tower Rent	40,350	40,350	40,350	12
13	1,255	6,302	1,000	13	Planning and Development Fees	1,000	1,000	1,000	13
14	12,509	69,515	30,000	14	Building Permits and Fees	32,000	32,000	32,000	14
15	-	1,000	-	15	Planning Tech and Assistance Grant ( Bi annual)	1,000	1,000	1,000	15
16	5,245	7,824	6,000	16	Planning and Development Reimbursements	15,000	15,000	15,000	16
17			500	17	Lien / Violation Payments	500	500	500	17
18			5,500	18	HRB Historic Preservation Grant	-	-	-	18
19		39,710		19	Public Works Project Maintenance Fund	-	-	-	19
20				20	Scholarships, Grants, Donations	300	300	300	20
21			25,000	21	UGB Project Grants	25,000	25,000	25,000	21
22			25,000	22	UGB Project Donations	25,000	25,000	25,000	22
23				23					23
24	5,625			24	Aurora Colony Days				24
25				25					25
26				26					26
27	506,160	708,702	704,470	27	Total resources, except taxes to be levied	764,550	764,550	764,550	27
28			248,524	28	Taxes estimated to be received	271,749	271,749	271,749	28
29	231,852	243,656		29	Taxes collected in year levied				29
30	<b>738,012</b>	<b>952,358</b>	<b>952,994</b>	30	<b>TOTAL RESOURCES</b>	<b>1,036,299</b>	<b>1,036,299</b>	<b>1,036,299</b>	30

\*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

Note: Taxes estimated to be received: Rate 2.4849/1000, Discount ratio 0.938

**REQUIREMENTS SUMMARY**

FORM  
LB-30

**General Operating Fund**

**City of Aurora, Oregon**

	Historical Data			REQUIREMENTS DESCRIPTION	Budget For Next Year 2017-2018			
	Actual		Adopted Budget This Year 2016-2017		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2014-2015	First Preceding Year 2015-2016						
				<b>PERSONNEL SERVICES</b>				
1	53,021	68,034		1 <b>Salaries</b>	78,460	78,460	78,460	1
2			35,749	2 City Recorder				2
3			27,653	3 Finance Officer				3
4			14,940	4 Administrative Assistant				4
5			4,621	5 Public Works Superintendent				5
6			4,799	6 Utility Worker				6
7			6,261	7 Utility Worker - part time				7
8				8				8
9	14,528	12,480	0	9 <b>Benefits</b>	26,297	26,297	26,297	9
10				10				10
11	<b>67,549</b>	<b>80,514</b>	<b>94,023</b>	11 <b>TOTAL PERSONNEL SERVICES</b>	<b>104,756</b>	<b>104,756</b>	<b>104,756</b>	11
12				12 <b>Total Full-Time Equivalent (FTE)</b>	<b>1.90</b>	<b>1.90</b>	<b>1.90</b>	12
				<b>MATERIALS AND SERVICES</b>				
13	196,737	198,345	231,560	13 Administration and Finance (SEE LB-31, Page 4)	230,365	230,365	230,365	13
14	38,472	82,725	140,500	14 Community Development (SEE LB-31, Page 5)	129,200	129,200	129,200	14
15	5,403	6,817	6,025	15 Municipal Court (SEE LB-31, Page 6)	6,425	6,425	6,425	15
16	10,174	11,935	23,000	16 Public Facilities (SEE LB-31, Page 7)	23,150	23,150	23,150	16
17	18,943	40,322	42,800	17 Parks (SEE LB-31, Page 9)	47,600	47,600	47,600	17
18				18				18
19	<b>269,729</b>	<b>340,144</b>	<b>443,885</b>	19 <b>TOTAL MATERIALS AND SERVICES</b>	<b>436,740</b>	<b>436,740</b>	<b>436,740</b>	19
				<b>CAPITAL OUTLAY</b>				
20	0	18,602	3,000	20 Admin & Finance ( LB30, Page 3)	7,200	7,200	7,200	20
21	0	0	4,000	21 Parks (SEE LB-30, Page 8)	5,500	5,500	5,500	21
22				22				22
23				23				23
24				24				24
25	<b>0</b>	<b>18,602</b>	<b>7,000</b>	25 <b>TOTAL CAPITAL OUTLAY</b>	<b>12,700</b>	<b>12,700</b>	<b>12,700</b>	25
26				26				26
27	<b>337,278</b>	<b>439,260</b>	<b>544,908</b>	27 <b>TOTAL REQUIREMENTS</b>	<b>554,196</b>	<b>554,196</b>	<b>554,196</b>	27



**FORM  
LB-30**

**FUND REQUIREMENTS  
BY ORGANIZATIONAL UNIT OR PROGRAM/ACTIVITY  
General Operating Fund**

	Historical Data				REQUIREMENTS FOR:  <u>Administration</u>	Budget For Next Year 2017-2018			
	Actual		Adopted Budget This Year 2016-2017			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2014-2015	First Preceding Year 2015-2016							
					<b>PERSONNEL SERVICES</b>				
1	42,917	58,351		1	Salaries	62,885	62,885	62,885	1
2			35,749	2	City Recorder				2
3			27,653	3	Finance Officer				3
4			14,940	4	Administrative Assistant 1				4
5				5					5
6				6					6
7				7					7
8				8					8
9	10,484	10,112		9	Benefits	17,972	17,972	17,972	9
10				10					10
11				11					11
12	53,401	68,463	78,342	12	<b>TOTAL PERSONNEL SERVICES</b>	80,857	80,857	80,857	12
13				13	<b>Total Full-Time Equivalent (FTE)</b>	1.52	1.52	1.52	13
					<b>MATERIALS AND SERVICES</b>				
14	196,737	198,345	231,560	14	See LB31 (Page 4)	230,365	230,365	230,365	14
15				15					15
16	196,737	198,345	231,560	16	<b>TOTAL MATERIALS AND SERVICES</b>	230,365	230,365	230,365	16
					<b>CAPITAL OUTLAY</b>				
17		6,045	3,000	17	Equipment				17
18		12,557		18	Software / Server updates	7,200	7,200	7,200	18
19				19					19
20				20					20
21				21					21
22	0	18,602	3,000	22	<b>TOTAL CAPITAL OUTLAY</b>	7,200	7,200	7,200	22
23	250,138	285,410	312,902	23	<b>ORGANIZATIONAL UNIT / ACTIVITY TOTAL</b>	318,422	318,422	318,422	23
					<b>REQUIREMENTS FOR OTHER ORG UNITS OR PROGRAMS</b>				
24				24					24
25				25					25
26				26					26
27	250,138	285,410	312,902	27	<b>TOTAL ORG./PROG. REQUIREMENTS</b>	318,422	318,422	318,422	27

**DETAILED REQUIREMENTS**

**FORM  
LB-31**

**General Operating Fund**

**City of Aurora, Oregon**

	Historical Data				REQUIREMENTS DESCRIPTION	Budget for Next Year 2017-2018			
	Actual		Adopted Budget This Year 2016-2017			Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	
	Second Preceding Year 2014-2015	First Preceding Year 2015-2016							
					<b><u>Administration</u></b>				
1	3,053	780	2,500	1	Contract Services	4,500	4,500	4,500	1
2	513	1,277	1,250	2	Copier Lease/Maintenance Contract (POA)	1,000	1,000	1,000	2
3	500	111	1,000	3	Repair and Maintenance	1,000	1,000	1,000	3
4	12,845	13,549	14,000	4	Legal	14,000	14,000	14,000	4
5	2,929	3,203	4,000	5	Insurance and Bonds	3,000	3,000	3,000	5
6	299	147	450	6	Mileage	450	450	450	6
7	85	-	-	7	Misc. Expense (ie. Recording fees)	-	-	-	7
8	6,308	4,330	5,500	8	Office Expense -	5,500	5,500	5,500	8
9	847	1,254	4,200	9	Staff Training and Conference	4,500	4,500	4,500	9
10	4,917	4,251	5,000	10	Audit	4,700	4,700	4,700	10
11	469	293	240	11	Office Equipment Lease - Postage machine	300	300	300	11
12	1,000	850	3,000	12	Office Equipment	2,000	2,000	2,000	12
13	3,793	3,690	3,500	13	Phone and Fax	3,500	3,500	3,500	13
14	800	296	720	14	Postage	900	900	900	14
15	287	465	425	15	Staff Professional Dues and Fees	450	450	450	15
16	1,550	-	2,400	16	Springbrook Lease	2,400	2,400	2,400	16
17	310	198	350	17	Ethics Commission Fee	350	350	350	17
18	600	300	425	18	Software Security	425	425	425	18
19	67	20	200	19	Bank and Finance Charges	200	200	200	19
20	-	-	300	20	Computer Training	-	-	-	20
21	1,000	770	5,000	21	City Hall Building Maintenance	3,000	3,000	3,000	21
22	372	377	500	22	Internet	550	550	550	22
23	2,600	2,600	2,600	23	On-site Server	2,600	2,600	2,600	23
24	151,593	159,584	174,000	24	Police Contract Services	175,040	175,040	175,040	24
25				25					25
26				26					26
27				27					27
28				28					28
29				29					29
30				30					30
31	<b>196,737</b>	<b>198,345</b>	<b>231,560</b>	31	<b>TOTAL REQUIREMENTS</b>	<b>230,365</b>	<b>230,365</b>	<b>230,365</b>	31

**DETAILED REQUIREMENTS**

**FORM  
LB-31**

**General Operating Fund**

**City of Aurora, Oregon**

	Historical Data				REQUIREMENTS DESCRIPTION	Budget for Next Year 2017-2018			
	Actual		Adopted Budget			Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	
	Second Preceding Year 2014-2015	First Preceding Year 2015-2016	This Year 2016-2017						
					<b><u>Community Development</u></b>				
1	-	-	300	1	Aurora City Council	300	300	300	1
2	-	-	100	2	Aurora Planning Commission	200	200	200	2
3	-	-	100	3	Historic Review Board	100	100	100	3
4	440	277	500	4	City Official Training and Conference	1,000	1,000	1,000	4
5	-	125	200	5	City Official Mileage	300	300	300	5
6	2,469	2,376	3,000	6	Dues and Publications	3,000	3,000	3,000	6
7	10,875	-	-	7	Aurora Colony Days and Parade Expense	-	-	-	7
8	5,366	8,729	20,000	8	Planning Consultant - City Paid	15,000	15,000	15,000	8
9	5,340	6,699	5,000	9	Planning Consultant - Billed to Applicant	10,000	10,000	10,000	9
10	-	2,210	3,000	10	City Engineer - Billed to Applicant	5,000	5,000	5,000	10
11	542	986	1,000	11	Publishing and Posting Fees	2,000	2,000	2,000	11
12	11,761	35,488	25,000	12	Building Permit Fees	20,000	20,000	20,000	12
13	1,537	2,645	3,500	13	State of Oregon Surcharge Fees	3,500	3,500	3,500	13
14	-	-	900	14	Development Code Ammendments	1,500	1,500	1,500	14
15	-	1,000	-	15	Planning Assistance Grant (Bi annual)	1,000	1,000	1,000	15
16	142	35	900	16	Abatement and Lien Expense	500	500	500	16
17	-	600	9,500	17	Revenue Share Projects	9,800	9,800	9,800	17
18		16,816	12,000	18	NM School District Excise Tax	6,000	6,000	6,000	18
19		4,739	5,500	19	HRB Historic Preservation Project	-	-	-	19
20			35,000	20	UGB Project Consultants	35,000	35,000	35,000	20
21			5,000	21	UGB Project Legal Fees	5,000	5,000	5,000	21
22			10,000	22	UGB Project Planning Fees	10,000	10,000	10,000	22
23				23					23
24				24					24
25				25					25
26				26					26
27				27					27
28				28					28
29				29					29
30				30					30
31	<b>38,472</b>	<b>82,725</b>	<b>140,500</b>	31	<b>TOTAL REQUIREMENTS</b>	<b>129,200</b>	<b>129,200</b>	<b>129,200</b>	31

DETAILED REQUIREMENTS

FORM  
LB-31

General Operating Fund

City of Aurora, Oregon

	Historical Data				REQUIREMENTS DESCRIPTION	Budget for Next Year 2017-2018			
	Actual		Adopted Budget This Year 2016-2017			Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	
	Second Preceding Year 2014-2015	First Preceding Year 2015-2016							
					<u>Municipal Court</u>				
1	12	28	125	1	Office Expense	125	125	125	1
2	3,591	4,989	3,500	2	Court Revenue Payments to Others	3,750	3,750	3,750	2
3	1,800	1,800	1,800	3	Court Judge	1,950	1,950	1,950	3
4	-	-	600	4	Court Interpreter	600	600	600	4
5	-	-		5					5
6				6					6
7				7					7
8				8					8
9				9					9
10				10					10
11				11					11
12				12					12
13				13					13
14				14					14
15				15					15
16				16					16
17				17					17
18				18					18
19				19					19
20				20					20
21				21					21
22				22					22
23				23					23
24				24					24
25				25					25
26				26					26
27				27					27
28				28					28
29				29					29
30				30					30
31	5,403	6,817	6,025	31	TOTAL REQUIREMENTS	6,425	6,425	6,425	31

DETAILED REQUIREMENTS

General Operating Fund

City of Aurora, Oregon

	Historical Data				REQUIREMENTS DESCRIPTION	Budget for Next Year 2017-2018			
	Actual		Adopted Budget This Year 2016-2017			Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	
	Second Preceding Year 2014-2015	First Preceding Year 2015-2016							
					<u>Public Facilities</u>				
1	1,117	2,737	2,000	1	Operating Materials and Supplies	2,000	2,000	2,000	1
2	2,995	1,254	5,000	2	Repair and Maintenance	5,000	5,000	5,000	2
3	1,460	4,797	5,000	3	Electricity and Heating	5,000	5,000	5,000	3
4	4,602	3,147	4,500	4	City Hall and Public Restroom Contract Services	4,500	4,500	4,500	4
5		-	6,500	5	Planter Strips, 2nd St Restroom Area Maint	6,650	6,650	6,650	5
6				6					6
7				7					7
8				8					8
9				9					9
10				10					10
11				11					11
12				12					12
13				13					13
14				14					14
15				15					15
16				16					16
17				17					17
18				18					18
19				19					19
20				20					20
21				21					21
22				22					22
23				23					23
24				24					24
25				25					25
26				26					26
27				27					27
28				28					28
29				29					29
30				30					30
31	10,174	11,935	23,000	31	<b>TOTAL REQUIREMENTS</b>	<b>23,150</b>	<b>23,150</b>	<b>23,150</b>	31

**FORM  
LB-30**

**FUND REQUIREMENTS  
BY ORGANIZATIONAL UNIT OR PROGRAM/ACTIVITY  
General Operating Fund**

	Historical Data				REQUIREMENTS FOR:	Budget For Next Year 2017-2018				
	Actual		Adopted Budget This Year 2016-2017			<u>Park Services</u>	Proposed By Budget Officer	Approved By Budget Committee		Adopted By Governing Body
	Second Preceding Year 2014-2015	First Preceding Year 2015-2016								
					<b>PERSONNEL SERVICES</b>					
1	10,104	9,683		1	Salaries	15,575	15,575	15,575	1	
2			4,621	2	Public Works Superintendent				2	
3			4,799	3	Utility Worker				3	
4			6,261	4	Utility Worker - part time				4	
5				5					5	
6				6					6	
7				7					7	
8				8					8	
9	4,044	2,368		9	Benefits	8,325	8,325	8,325	9	
10				10					10	
11				11					11	
12	14,148	12,051	15,681	12	<b>TOTAL PERSONNEL SERVICES</b>	23,900	23,900	23,900	12	
13				13	<b>Total Full-Time Equivalent (FTE)</b>	0.38	0.38	0.38	13	
					<b>MATERIALS AND SERVICES</b>					
14	18,943	40,322	42,800	14	See LB31 (Page 9)	47,600	47,600	47,600	14	
15				15					15	
16	18,943	40,322	42,800	16	<b>TOTAL MATERIALS AND SERVICES</b>	47,600	47,600	47,600	16	
					<b>CAPITAL OUTLAY</b>					
17			4,000	17	Equipment	5,500	5,500	5,500	17	
18				18					18	
19				19					19	
20				20					20	
21				21					21	
22	0	0	4,000	22	<b>TOTAL CAPITAL OUTLAY</b>	5,500	5,500	5,500	22	
23	33,091	52,373	62,481	23	<b>ORGANIZATIONAL UNIT / ACTIVITY TOTAL</b>	77,000	77,000	77,000	23	
					<b>REQUIREMENTS FOR OTHER ORG UNITS OR PROGRAMS</b>					
24				24					24	
25				25					25	
26				26					26	
27	33,091	52,373	62,481	27	<b>TOTAL ORG./PROG. REQUIREMENTS</b>	77,000	77,000	77,000	27	

**DETAILED REQUIREMENTS**

**FORM  
LB-31**

**General Operating Fund**

**City of Aurora, Oregon**

	Historical Data				REQUIREMENTS DESCRIPTION	Budget for Next Year 2017-2018			
	Actual		Adopted Budget This Year 2016-2017			Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	
	Second Preceding Year 2014-2015	First Preceding Year 2015-2016							
					<u><b>Park Services</b></u>				
1	1,620	1,096	2,000	1	Operating Material and Supplies	2,000	2,000	2,000	1
2	1,017	2,740	2,000	2	Contract Services	5,000	5,000	5,000	2
3	1,642	1,827	2,000	3	Electricity and Heating	2,500	2,500	2,500	3
4	1,077	935	1,300	4	Insurance and Bonds	2,400	2,400	2,400	4
5	649	569	2,000	5	Repair and Maintenance	2,000	2,000	2,000	5
6	19	46	500	6	Vehicle and Equipment Repair and Maintenance	500	500	500	6
7	-	19,800	20,000	7	Tree Removal and Pruning	20,000	20,000	20,000	7
8	1,350	1,350	2,500	8	Contract Services / Janitorial	2,500	2,500	2,500	8
9	11,569	11,959	10,500	9	Park Maintenance Contractor	10,700	10,700	10,700	9
10				10					10
11				11					11
12				12					12
13				13					13
14				14					14
15				15					15
16				16					16
17				17					17
18				18					18
19				19					19
20				20					20
21				21					21
22				22					22
23				23					23
24				24					24
25				25					25
26				26					26
27				27					27
28				28					28
29				29					29
30				30					30
31	<b>18,943</b>	<b>40,322</b>	<b>42,800</b>	31	<b>TOTAL REQUIREMENTS</b>	<b>47,600</b>	<b>47,600</b>	<b>47,600</b>	31

**REQUIREMENTS SUMMARY**  
**NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM**  
**General Fund**

	Historical Data			REQUIREMENTS DESCRIPTION	Budget For Next Year 2017-2018			
	Actual		Adopted Budget This Year 2016-2017		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2014-2015	First Preceding Year 2015-2016						
				PERSONNEL SERVICES NOT ALLOCATED				
1			1					1
2			2					2
3	0	0	0	3 TOTAL PERSONNEL SERVICES	0	0	0	3
4			4	4 Total Full-Time Equivalent (FTE)				4
				MATERIALS AND SERVICES NOT ALLOCATED				
5			5					5
6			6					6
7	0	0	0	7 TOTAL MATERIALS AND SERVICES	0	0	0	7
				CAPITAL OUTLAY NOT ALLOCATED				
8			8					8
9			9					9
10	0	0	0	10 TOTAL CAPITAL OUTLAY	0	0	0	10
				DEBT SERVICE				
11			11					11
12			12					12
13	0	0	0	13 TOTAL DEBT SERVICE	0	0	0	13
				SPECIAL PAYMENTS				
14			14					14
15			15					15
16	0	0	0	16 TOTAL SPECIAL PAYMENTS	0	0	0	16
				INTERFUND TRANSFERS				
17		10,000	13,000	17 Transfer to City Hall Building	20,000	20,000	20,000	17
18		10,000	2,500	18 Transfer to Aurora Colony Days Fund	3,500	3,500	3,500	18
19		39,710		19 Transfer to Water Reserve Fund				19
20	0	59,710	15,500	20 TOTAL INTERFUND TRANSFERS	23,500	23,500	23,500	20
				OPERATING CONTINGENCY				
21			392,586	21 TOTAL OPERATING CONTINGENCY	458,602	458,602	458,602	21
22	0	59,710	408,086	22 Total Requirements Not Allocated	482,102	482,102	482,102	22
23	337,278	439,260	544,908	23 Total Org./Prog. Requirements	554,196	554,196	554,196	23
24				24 Reserved for future expenditure				24
25	400,734	453,388		Ending balance (prior years)				25
26				26 UNAPPROPRIATED ENDING FUND BALANCE				26
27	738,012	952,358	952,994	27 TOTAL REQUIREMENTS	1,036,299	1,036,299	1,036,299	27



## RESOURCES

**FORM  
LB-20**

**Aurora Colony Days Fund**

**City of Aurora, Oregon**

est 2015-2016

	Historical Data			RESOURCE DESCRIPTION	Budget for Next Year 2017-2018				
	Actual		Adopted Budget This Year 2016-2017		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	Second Preceding Year 2014-2015	First Preceding Year 2015-2016							
1			12,000	1	BEGINNING FUND BALANCE	9,500	9,500	9,500	1
2			-	2	Interest	100	100	100	2
3		100	100	3	Donations - Concerts	100	100	100	3
4		7,750	5,000	4	Sponsorships - Concerts	3,000	3,000	3,000	4
5		-	100	5	Donations - Run / Walk	50	50	50	5
6		2,000	1,500	6	Sponsorships - Run / Walk	1,000	1,000	1,000	6
7			100	7	Donations - Other	100	100	100	7
8		1,840	1,800	8	Fees - Run / Walk	1,800	1,800	1,800	8
9		3,028	2,500	9	Fees - Street Faire	2,500	2,500	2,500	9
10		400	100	10	Fees - Other	100	100	100	10
11				11					11
12		10,000	2,500	12	Transfer from General Fund	3,500	3,500	3,500	12
13				13					13
14				14					14
15				15					15
16				16					16
17				17					17
18				18					18
19				19					19
20				20					20
21				21					21
22				22					22
23				23					23
24				24					24
25				25					25
26				26					26
27	0	25,118	25,700	27	Total resources, except taxes to be levied	21,750	21,750	21,750	27
28				28	Taxes estimated to be received				28
29				29	Taxes collected in year levied				29
30	0	25,118	25,700	30	<b>TOTAL RESOURCES</b>	<b>21,750</b>	<b>21,750</b>	<b>21,750</b>	30

\*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

FORM  
LB-30

REQUIREMENTS SUMMARY

Aurora Colony Days Fund

City of Aurora, Oregon  
Fund established 2015-2016

	Historical Data			REQUIREMENTS DESCRIPTION	Budget For Next Year 2017-2018				
	Actual		Adopted Budget This Year 2016-2017		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	Second Preceding Year 2014-2015	First Preceding Year 2015-2016							
<b>PERSONNEL SERVICES</b>									
1		1,920		1	Salaries	2,134	2,134	2,134	1
2			806	2	Finance Officer				2
3			877	3	Public Works Superintendent				3
4			597	4	Utility Worker				4
5			288	5	Part Time Utility Worker				5
6				6					6
7				7					7
8				8					8
9		419		9	Benefits	904	904	904	9
10				10					10
11				11					11
12				12					12
13	0	2,339	2,568	13	<b>TOTAL PERSONNEL SERVICES</b>	<b>3,038</b>	<b>3,038</b>	<b>3,038</b>	13
14				14	<b>Total Full-Time Equivalent (FTE)</b>	<b>0.04</b>	<b>0.04</b>	<b>0.04</b>	14
<b>MATERIALS AND SERVICES</b>									
15	0	11,367	17,200	15	(SEE LB-31, Page 13)	12,300	12,300	12,300	15
16				16					16
17	0	11,367	17,200	17	<b>TOTAL MATERIALS AND SERVICES</b>	<b>12,300</b>	<b>12,300</b>	<b>12,300</b>	17
<b>CAPITAL OUTLAY</b>									
18				18					18
19				19					19
20				20					20
21				21					21
22				22					22
23				23					23
24	0	0	0	24	<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	24
25				25					25
26				26					26
27	0	13,706	19,768	27	<b>TOTAL REQUIREMENTS</b>	<b>15,338</b>	<b>15,338</b>	<b>15,338</b>	27

**DETAILED REQUIREMENTS**

**FORM  
LB-31**

**Aurora Colony Days Fund**

**City of Aurora, Oregon**

	Historical Data				REQUIREMENTS DESCRIPTION	Budget for Next Year 2017-2018			
	Actual		Adopted Budget This Year 2016-2017			Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	
	Second Preceding Year 2014-2015	First Preceding Year 2015-2016							
1		6,150	7,500	1	Concert expenses	4,500	4,500	4,500	1
2		-	500	2	Street Faire expenses	500	500	500	2
3		1,949	2,400	3	Run / Walk expenses	2,000	2,000	2,000	3
4		639	1,000	4	Parade expenses	1,000	1,000	1,000	4
5		-	300	5	Art Show expenses	300	300	300	5
6		-	500	6	Little Miss Pioneer expenses	-	-	-	6
7		2,629	3,000	7	Shared expenses	3,000	3,000	3,000	7
8			2,000	8	City Improvements	1,000	1,000	1,000	8
9				9					9
10				10					10
11				11					11
12				12					12
13				13					13
14				14					14
15				15					15
16				16					16
17				17					17
18				18					18
19				19					19
20				20					20
21				21					21
22				22					22
23				23					23
24				24					24
25				25					25
26				26					26
27				27					27
28				28					28
29				29					29
30				30					30
31	<b>0</b>	<b>11,367</b>	<b>17,200</b>	31	<b>TOTAL REQUIREMENTS</b>	<b>12,300</b>	<b>12,300</b>	<b>12,300</b>	31

**REQUIREMENTS SUMMARY**  
**NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM**  
**Aurora Colony Days Fund**

	Historical Data			REQUIREMENTS DESCRIPTION	Budget For Next Year 2017-2018			
	Actual		Adopted Budget This Year 2016-2017		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2014-2015	First Preceding Year 2015-2016						
				PERSONNEL SERVICES NOT ALLOCATED				
1			1					1
2			2					2
3	0	0	0	3 <b>TOTAL PERSONNEL SERVICES</b>	0	0	0	3
4				4 <b>Total Full-Time Equivalent (FTE)</b>				4
				MATERIALS AND SERVICES NOT ALLOCATED				
5			5					5
6			6					6
7	0	0	0	7 <b>TOTAL MATERIALS AND SERVICES</b>	0	0	0	7
				CAPITAL OUTLAY NOT ALLOCATED				
8			8	8				8
9			9	9				9
10	0	0	0	10 <b>TOTAL CAPITAL OUTLAY</b>	0	0	0	10
				DEBT SERVICE				
11			11					11
12			12					12
13	0	0	0	13 <b>TOTAL DEBT SERVICE</b>	0	0	0	13
				SPECIAL PAYMENTS				
14			14					14
15			15					15
16	0	0	0	16 <b>TOTAL SPECIAL PAYMENTS</b>	0	0	0	16
				INTERFUND TRANSFERS				
17			17					17
18			18					18
19			19					19
20	0	0	0	20 <b>TOTAL INTERFUND TRANSFERS</b>	0	0	0	20
				OPERATING CONTINGENCY				
21			5,932	21 <b>TOTAL OPERATING CONTINGENCY</b>	6,412	6,412	6,412	21
22	0	0	5,932	22 <b>Total Requirements Not Allocated</b>	6,412	6,412	6,412	22
23	0	13,706	19,768	23 <b>Total Org./Prog. Requirements</b>	15,338	15,338	15,338	23
24				24 <b>Reserved for future expenditure</b>				24
25		11,412		Ending balance (prior years)				25
26				26 <b>UNAPPROPRIATED ENDING FUND BALANCE</b>				26
27	0	25,118	25,700	27 <b>TOTAL REQUIREMENTS</b>	21,750	21,750	21,750	27

## RESOURCES

**FORM  
LB-20**

**Street / Storm Operating Fund**

**City of Aurora, Oregon**

	Historical Data				RESOURCE DESCRIPTION	Budget for Next Year 2017-2018			
	Actual		Adopted Budget This Year 2016-2017			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2014-2015	First Preceding Year 2015-2016							
1	159,055	181,892	149,000	1	Beginning Fund Balance	142,750	142,750	142,750	1
2	811	1,061	950	2	Interest	1,300	1,300	1,300	2
3	-	-	1,000	3	Sale of assets	1,000	1,000	1,000	3
4	22,365	23,338	23,300	4	Street Lighting Fees	17,940	17,940	17,940	4
5	53,596	56,323	54,600	5	State Highway Taxes	56,000	56,000	56,000	5
6			6,000	6	Pudding River Watershed Council Funds	6,000	6,000	6,000	6
7			50,000	7	State / City Allotment grant	50,000	50,000	50,000	7
8				8					8
9				9					9
10				10					10
11				11					11
12				12					12
13				13					13
14				14					14
15				15					15
16				16					16
17				17					17
18				18					18
19				19					19
20				20					20
21				21					21
22				22					22
23				23					23
24				24					24
25				25					25
26				26					26
27	235,827	262,614	284,850	27	Total resources, except taxes to be levied	274,990	274,990	274,990	27
28				28	Taxes estimated to be received				28
29				29	Taxes collected in year levied				29
30	<b>235,827</b>	<b>262,614</b>	<b>284,850</b>	30	<b>TOTAL RESOURCES</b>	<b>274,990</b>	<b>274,990</b>	<b>274,990</b>	30

\*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

REQUIREMENTS SUMMARY

Street / Storm Operating Fund

City of Aurora, Oregon

	Historical Data			REQUIREMENTS DESCRIPTION	Budget For Next Year 2017-2018				
	Actual		Adopted Budget This Year 2016-2017		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	Second Preceding Year 2014-2015	First Preceding Year 2015-2016							
<b>PERSONNEL SERVICES</b>									
1	18,209	16,702		1	Salaries	22,639	22,639	22,639	1
2			1,276	2	Finance Officer				2
3			12,938	3	Public Works Superintendent				3
4			6,719	4	Utility Worker				4
5			3,861	5	Utility Worker - part time				5
6				6					6
7				7					7
8				8					8
9	7,682	4,489		9	Benefits	10,570	10,570	10,570	9
10				10					10
11				11					11
12	25,891	21,191	24,794	12	<b>TOTAL PERSONNEL SERVICES</b>	<b>33,209</b>	<b>33,209</b>	<b>33,209</b>	12
13				13	<b>Total Full-Time Equivalent (FTE)</b>	<b>0.42</b>	<b>0.42</b>	<b>0.42</b>	13
<b>MATERIALS AND SERVICES</b>									
14	28,044	51,406	72,100	14	(SEE LB-31, Page 17)	69,940	69,940	69,940	14
15				15					15
16	28,044	51,406	72,100	16	<b>TOTAL MATERIALS AND SERVICES</b>	<b>69,940</b>	<b>69,940</b>	<b>69,940</b>	16
<b>CAPITAL OUTLAY</b>									
17		5,358	7,000	17	Equipment	5,000	5,000	5,000	17
18		-	21,000	18	Capital Improvements	5,000	5,000	5,000	18
19		-	50,000	19	State/City Allotment Grant Project	50,000	50,000	50,000	19
20		11,000	10,000	20	Storm Water Master Plan	2,500	2,500	2,500	20
21		-	2,500	21	UIC & TMDL Compliance	2,500	2,500	2,500	21
22		-		22					22
23				23					23
24				24					24
25				25					25
26	0	16,358	90,500	26	<b>TOTAL CAPITAL OUTLAY</b>	<b>65,000</b>	<b>65,000</b>	<b>65,000</b>	26
27	53,935	88,955	187,394	27	<b>TOTAL REQUIREMENTS</b>	<b>168,149</b>	<b>168,149</b>	<b>168,149</b>	27

DETAILED REQUIREMENTS

Street / Storm Operating Fund

City of Aurora, Oregon

	Historical Data				REQUIREMENTS DESCRIPTION	Budget for Next Year 2017-2018			
	Actual		Adopted Budget This Year 2016-2017			Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	
	Second Preceding Year 2014-2015	First Preceding Year 2015-2016							
1	520	1,790	4,500	1	Operating Materials and Supplies	5,000	5,000	5,000	1
2	2,069	20,740	26,500	2	Contract Services	26,500	26,500	26,500	2
3	609	728	3,500	3	Vehicle and Equipment Operating Expense	3,500	3,500	3,500	3
4	1,345	899	2,000	4	Vehicle and Equipment Repair and Maintenance	2,500	2,500	2,500	4
5	640	5,076	10,000	5	Street Repair and Maintenance	10,000	10,000	10,000	5
6	4,043	5,068	6,600	6	Insurance	4,500	4,500	4,500	6
7	18,818	17,105	19,000	7	Street Lights	17,940	17,940	17,940	7
8				8					8
9				9					9
10				10					10
11				11					11
12				12					12
13				13					13
14				14					14
15				15					15
16				16					16
17				17					17
18				18					18
19				19					19
20				20					20
21				21					21
22				22					22
23				23					23
24				24					24
25				25					25
26				26					26
27				27					27
28				28					28
29				29					29
30				30					30
31	28,044	51,406	72,100	31	TOTAL REQUIREMENTS	69,940	69,940	69,940	31

**REQUIREMENTS SUMMARY**  
**NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM**  
**Street / Storm Operating Fund**

	Historical Data			REQUIREMENTS DESCRIPTION	Budget For Next Year 2017-2018			
	Actual		Adopted Budget This Year 2016-2017		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2014-2015	First Preceding Year 2015-2016						
				PERSONNEL SERVICES NOT ALLOCATED				
1				1				1
2				2				2
3	0	0	0	3	0	0	0	3
4				4				4
				TOTAL PERSONNEL SERVICES	0	0	0	
				Total Full-Time Equivalent (FTE)				
				MATERIALS AND SERVICES NOT ALLOCATED				
5				5				5
6				6				6
7	0	0	0	7	0	0	0	7
				TOTAL MATERIALS AND SERVICES	0	0	0	
				CAPITAL OUTLAY NOT ALLOCATED				
8				8				8
9				9				9
10	0	0	0	10	0	0	0	10
				TOTAL CAPITAL OUTLAY	0	0	0	
				DEBT SERVICE				
11				11				11
12				12				12
13	0	0	0	13	0	0	0	13
				TOTAL DEBT SERVICE	0	0	0	
				SPECIAL PAYMENTS				
14				14				14
15				15				15
16	0	0	0	16	0	0	0	16
				TOTAL SPECIAL PAYMENTS	0	0	0	
				INTERFUND TRANSFERS				
17		20,000		17				17
18				18				18
19				19				19
20	0	20,000	0	20	0	0	0	20
				TOTAL INTERFUND TRANSFERS	0	0	0	
				OPERATING CONTINGENCY				
21			97,456	21	106,841	106,841	106,841	21
22	0	20,000	97,456	22	106,841	106,841	106,841	22
23	53,935	88,955	187,394	23	168,149	168,149	168,149	23
24				24				24
25	181,892	153,660		25				25
26				26				26
27	235,827	262,614	284,850	27	274,990	274,990	274,990	27



**FORM  
LB-11**

This fund is authorized and established by resolution #601 on 6-8-2010 for the following specified purpose: Street improvements, maintenance and repair

**RESERVE FUND  
RESOURCES AND REQUIREMENTS**

Year this reserve fund will be reviewed to be continued or abolished. Date can not be more than 10 years after establishment.  
Review Year: 2020

**Street Reserve Fund**

City of Aurora, Oregon

	Historical Data				DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2017-2018			
	Actual		Adopted Budget This Year 2016-2017			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2014-2015	First Preceding Year 2015-2016							
					<b>RESOURCES</b>				
1	38,367	52,070	81,000	1	Beginning Fund Balance	96,900	96,900	96,900	1
2	231	433	350	2	Interest	800	800	800	2
3	-66	0		3	Misc Revenue				3
4	13,538	13,695	13,800	4	Street Maintenance Fees	13,800	13,800	13,800	4
5				5					5
6		20,000		6	Transfer From Street/Storm Operating Fund				6
7				7					7
8				8					8
9	52,070	86,199	95,150	9	Total Resources, except taxes to be levied	111,500	111,500	111,500	9
10				10	Taxes estimated to be received				10
11				11	Taxes collected in year levied				11
12	<b>52,070</b>	<b>86,199</b>	<b>95,150</b>	12	<b>TOTAL RESOURCES</b>	<b>111,500</b>	<b>111,500</b>	<b>111,500</b>	12
					<b>REQUIREMENTS by Org. Unit/Prog.&amp;Activity</b>				
13	0	3,753	95,150	13	Street Projects	111,500	111,500	111,500	13
14				14					14
15				15					15
16				16					16
17				17					17
18				18					18
19				19					19
20				20					20
21				21					21
22				22					22
23				23					23
24				24					24
25	52,070	82,446		25	Ending balance (prior years)				25
26			0	26	<b>RESERVED FOR FUTURE EXPENDITURE</b>				26
27	<b>52,070</b>	<b>86,199</b>	<b>95,150</b>	27	<b>TOTAL REQUIREMENTS</b>	<b>111,500</b>	<b>111,500</b>	<b>111,500</b>	27

**SPECIAL FUND**  
**RESOURCES AND REQUIREMENTS**  
Street / Storm Drain System Development Charges

	Historical Data				DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2017-2018			
	Actual		Adopted Budget This Year 2016-2017			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2014-2015	First Preceding Year 2015-2016							
					RESOURCES				
1	13,840	22,633	48,900	1	Beginning Fund Balance -				1
2				2	Street Reimbursement Fee	29,196	29,196	29,196	2
3				3	Street Improvement Fee	21,698	21,698	21,698	3
4				4	Storm Reimbursement Fee	155	155	155	4
5				5	Storm Improvement Fee	1,288	1,288	1,288	5
6				6					6
7	3,876	11,628	5,168	7	Street Reimbursement Fee	5,168	5,168	5,168	7
8	4,344	13,032	5,792	8	Street Improvement Fee	5,792	5,792	5,792	8
9	162	486	216	9	Storm Reimbursement Fee	216	216	216	9
10	318	954	424	10	Storm Improvement Fee	424	424	424	10
11	93	228	170	11	Interest	500	500	500	11
12				12					12
13				13					13
14	22,633	48,961	60,670	14	Total Resources, except taxes to be levied	64,437	64,437	64,437	14
15				15	Taxes estimated to be received				15
16				16	Taxes collected in year levied				16
17	22,633	48,961	60,670	17	<b>TOTAL RESOURCES</b>	<b>64,437</b>	<b>64,437</b>	<b>64,437</b>	17
					REQUIREMENTS by Org. Unit/Prog.&Activity				
18			60,670	18	Capital Projects -				18
19				19	Street Reimbursement	34,584	34,584	34,584	19
20				20	Street Improvement	27,740	27,740	27,740	20
21				21	Storm Reimbursement	381	381	381	21
22				22	Storm Improvement	1,732	1,732	1,732	22
23				23					23
24				24					24
25				25					25
26				26					26
27	22,633	48,961		27	Ending balance (prior years)				27
28				28	<b>UNAPPROPRIATED ENDING FUND BALANCE</b>				28
29	22,633	48,961	60,670	29	<b>TOTAL REQUIREMENTS</b>	<b>64,437</b>	<b>64,437</b>	<b>64,437</b>	29

# RESOURCES

**FORM  
LB-20**

**Water Operating Fund**

**City of Aurora, Oregon**

	Historical Data				RESOURCE DESCRIPTION	Budget for Next Year 2017-2018			
	Actual		Adopted Budget This Year 2016-2017			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2014-2015	First Preceding Year 2015-2016							
1	216,959	229,615	256,700	1	Beginning Fund Balance	233,000	233,000	233,000	1
2	1,009	1,493	1,300	2	Interest	2,000	2,000	2,000	2
3	256,427	265,349	270,000	3	Water Sales	315,000	315,000	315,000	3
4	4,600	9,200	4,600	4	Meter Installation Sales	4,600	4,600	4,600	4
5	24,366	24,609	24,500	5	Water Sales (Filtration Asmnt)	22,300	22,300	22,300	5
6		70	100	6	NSF charges	100	100	100	6
7	1,287	0	2,000	7	Sale of assets	2,000	2,000	2,000	7
8				8	Webpayment Convenience Fee	1,000	1,000	1,000	8
9				9					9
10				10					10
11				11					11
12				12					12
13				13					13
14				14					14
15				15					15
16				16					16
17				17					17
18				18					18
19				19					19
20				20					20
21				21					21
22				22					22
23				23					23
24				24					24
25				25					25
26				26					26
27	504,648	530,337	559,200	27	Total resources, except taxes to be levied	580,000	580,000	580,000	27
28				28	Taxes estimated to be received				28
29				29	Taxes collected in year levied				29
30	<b>504,648</b>	<b>530,337</b>	<b>559,200</b>	30	<b>TOTAL RESOURCES</b>	<b>580,000</b>	<b>580,000</b>	<b>580,000</b>	30

\*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

**REQUIREMENTS SUMMARY**

**FORM  
LB-30**

**Water Operating Fund**

**City of Aurora, Oregon**

	Historical Data				REQUIREMENTS DESCRIPTION	Budget For Next Year 2017-2018			
	Actual		Adopted Budget This Year 2016-2017			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2014-2015	First Preceding Year 2015-2016							
					<b>PERSONNEL SERVICES</b>				
1	59,261	62,692		1	Salaries	97,397	97,397	97,397	1
2			17,874	2	City Recorder				2
3			6,381	3	Finance Officer				3
4				4	Administrative Assistant				4
5			46,209	5	Public Works Superintendent				5
6			11,998	6	Utility Worker				6
7			6,261	7	Utility Worker - part time				7
8			3,211	8	Temporary Employee				8
9				9					9
10	23,582	16,675		10	Benefits	44,369	44,369	44,369	10
11				11					11
12	<b>82,843</b>	<b>79,367</b>	<b>91,934</b>	12	<b>TOTAL PERSONNEL SERVICES</b>	<b>141,766</b>	<b>141,766</b>	<b>141,766</b>	12
13				13	<b>Total Full-Time Equivalent (FTE)</b>	<b>1.89</b>	<b>1.89</b>	<b>1.89</b>	13
					<b>MATERIALS AND SERVICES</b>				
14	109,696	105,589	147,715	14	(SEE LB-31, Page 23)	169,125	169,125	169,125	14
15				15					15
16	<b>109,696</b>	<b>105,589</b>	<b>147,715</b>	16	<b>TOTAL MATERIALS AND SERVICES</b>	<b>169,125</b>	<b>169,125</b>	<b>169,125</b>	16
					<b>CAPITAL OUTLAY</b>				
17	19,824	19,630	20,000	17	Meters/Backflow Valves	20,000	20,000	20,000	17
18	8,833	17,975	20,000	18	Equipment	7,000	7,000	7,000	18
19	0	0	0	19	Building Improvements/Repairs	3,000	3,000	3,000	19
20	0	649	12,000	20	Water Main Improvements/Repairs	42,000	42,000	42,000	20
21	4,945	0	30,000	21	Capital Improvements	5,000	5,000	5,000	21
22		12,557		22	Software / Server Update	900	900	900	22
23			7,500	23	Water Rate Study				23
24				24					24
25				25					25
26	<b>33,602</b>	<b>50,812</b>	<b>89,500</b>	26	<b>TOTAL CAPITAL OUTLAY</b>	<b>77,900</b>	<b>77,900</b>	<b>77,900</b>	26
27	<b>226,141</b>	<b>235,767</b>	<b>329,149</b>	27	<b>TOTAL REQUIREMENTS</b>	<b>388,791</b>	<b>388,791</b>	<b>388,791</b>	27

**DETAILED REQUIREMENTS**

**FORM  
LB-31**

**Water Operating Fund**

**City of Aurora, Oregon**

	Historical Data				REQUIREMENTS DESCRIPTION	Budget for Next Year 2017-2018			
	Actual		Adopted Budget This Year 2016-2017			Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	
	Second Preceding Year 2014-2015	First Preceding Year 2015-2016							
1	16,993	23,018	20,000	1	Operating Materials and Supplies	20,000	20,000	20,000	1
2	1,210	1,250	6,000	2	Water Test Lab	6,000	6,000	6,000	2
3	5,399	544	7,000	3	Maintenance and Repair	7,000	7,000	7,000	3
4	8,694	8,742	11,000	4	Insurance	7,900	7,900	7,900	4
5	1,287	987	4,000	5	Vehicle and Equipment Operating Expense	4,000	4,000	4,000	5
6	2,601	1,479	4,000	6	Vehicle and Equipment Repair and Maintenance	5,000	5,000	5,000	6
7	23,122	25,624	25,000	7	Electricity and Heating	30,000	30,000	30,000	7
8	1,395	1,161	1,400	8	Office Expense	4,500	4,500	4,500	8
9	1,009	1,122	3,500	9	Training and Conference	5,000	5,000	5,000	9
10	20,127	20,502	27,000	10	Contract Services	37,000	37,000	37,000	10
11	4,152	4,060	5,000	11	Phone and Fax	5,500	5,500	5,500	11
12	4,917	4,250	5,000	12	Audit	4,700	4,700	4,700	12
13	508	510	700	13	Communications Lease	700	700	700	13
14	500	343	1,000	14	Uniforms / Safety Apparel	1,000	1,000	1,000	14
15	1,200	400	1,100	15	Postage	1,200	1,200	1,200	15
16	1,582	0	2,400	16	Springbrook Lease	2,400	2,400	2,400	16
17	0	0	1,500	17	Engineer	1,500	1,500	1,500	17
18	262	0	0	18	Hardware and Software Support	2,000	2,000	2,000	18
19	599	300	425	19	Software Security	425	425	425	19
20	155	99	350	20	Ethics Commission Fee	350	350	350	20
21	0	0	3,000	21	Reservoir Maintenance and Repair	3,000	3,000	3,000	21
22	1,625	1,276	1,000	22	Copier Lease and Maintenance	1,000	1,000	1,000	22
23	469	293	240	23	Postage Machine Lease	300	300	300	23
24	372	376	500	24	Internet Service	550	550	550	24
25	2,567	2,300	2,600	25	On-Site Server Maintenance	2,600	2,600	2,600	25
26	2,951	0	4,500	26	Filtration System Operating Expense	4,500	4,500	4,500	26
27	6,000	6,600	7,000	27	Legal	7,000	7,000	7,000	27
28				28	Webpayment processing fees	1,500	1,500	1,500	28
29		351.9	2,500	29	Professional Dues, Fees and Certification	2,500	2,500	2,500	29
30				30					30
31				31					31
32				32					32
33				33					33
34	<b>109,696</b>	<b>105,589</b>	<b>147,715</b>	34	<b>TOTAL REQUIREMENTS</b>	<b>169,125</b>	<b>169,125</b>	<b>169,125</b>	34

**REQUIREMENTS SUMMARY**  
**NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM**  
**Water Operating Fund**

	Historical Data			REQUIREMENTS DESCRIPTION	Budget For Next Year 2017-2018				
	Actual		Adopted Budget This Year 2016-2017		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	Second Preceding Year 2014-2015	First Preceding Year 2015-2016							
				PERSONNEL SERVICES NOT ALLOCATED					
1			1					1	
2			2					2	
3	0	0	0	3	<b>TOTAL PERSONNEL SERVICES</b>	0	0	0	3
4				4	<b>Total Full-Time Equivalent (FTE)</b>				4
					MATERIALS AND SERVICES NOT ALLOCATED				
5			5					5	
6			6					6	
7	0	0	0	7	<b>TOTAL MATERIALS AND SERVICES</b>	0	0	0	7
					CAPITAL OUTLAY NOT ALLOCATED				
8			8	8				8	
9			9	9				9	
10	0	0	0	10	<b>10 TOTAL CAPITAL OUTLAY</b>	0	0	0	10
					DEBT SERVICE				
11	12,272	12,640	13,019	11	Loan Payment - Principal - Filtration System	13,410	13,410	13,410	11
12	8,620	8,252	7,873	12	Loan Payment - Interest - Filtration System	7,482	7,482	7,482	12
13	<b>20,892</b>	<b>20,892</b>	<b>20,892</b>	13	<b>TOTAL DEBT SERVICE</b>	<b>20,892</b>	<b>20,892</b>	<b>20,892</b>	13
					SPECIAL PAYMENTS				
14			14					14	
15			15					15	
16	0	0	0	16	<b>TOTAL SPECIAL PAYMENTS</b>	0	0	0	16
					INTERFUND TRANSFERS				
17	20,000	20,000		17	Transfer to Water Reserve				17
18	8,000			18	Transfer to SPW Maintenance Fund				18
19				19					19
20	<b>28,000</b>	<b>20,000</b>	0	20	<b>TOTAL INTERFUND TRANSFERS</b>	0	0	0	20
					OPERATING CONTINGENCY				
21			209,159	21	<b>TOTAL OPERATING CONTINGENCY</b>	170,317	170,317	170,317	21
22	48,892	40,892	230,051	22	<b>Total Requirements Not Allocated</b>	191,209	191,209	191,209	22
23	226,141	235,767	329,149	23	<b>Total Org./Prog. Requirements</b>	388,791	388,791	388,791	23
24				24	<b>Reserved for future expenditure</b>				24
25	229,615	253,678		25	Ending balance (prior years)				25
26				26	<b>UNAPPROPRIATED ENDING FUND BALANCE</b>				26
27	<b>504,648</b>	<b>530,337</b>	<b>559,200</b>	27	<b>TOTAL REQUIREMENTS</b>	<b>580,000</b>	<b>580,000</b>	<b>580,000</b>	27

**FORM  
LB-11**

This fund is authorized to continue by resolution #707 on June 14, 2016 for the following specified purpose: maintaining, improving or expanding the water system

**RESERVE FUND  
RESOURCES AND REQUIREMENTS**

Year this reserve fund will be reviewed to be continued or abolished.  
Date can not be more than 10 years after establishment.  
Review Year: : 2026

**Water Reserve Fund**

**City of Aurora, Oregon**

	Historical Data				DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2017-2018			
	Actual		Adopted Budget This Year 2016-2017			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2014-2015	First Preceding Year 2015-2016							
					<b>RESOURCES</b>				
1	26,567	46,710	107,000	1	Beginning Fund Balance	108,000	108,000	108,000	1
2	143	629	550	2	Interest	1,000	1,000	1,000	2
3	20,000	20,000		3	Transfer from Water Operating Fund				3
4		39,710		4	Transfer from General Fund				4
5				5					5
6				6					6
7				7					7
8				8					8
9	46,710	107,049	107,550	9	Total Resources, except taxes to be levied	109,000	109,000	109,000	9
10				10	Taxes estimated to be received				10
11				11	Taxes collected in year levied				11
12	<b>46,710</b>	<b>107,049</b>	<b>107,550</b>	12	<b>TOTAL RESOURCES</b>	<b>109,000</b>	<b>109,000</b>	<b>109,000</b>	12
					<b>REQUIREMENTS by Org. Unit/Prog.&amp;Activity</b>				
13	0	0	107,550	13	Captial Improvements	109,000	109,000	109,000	13
14				14					14
15				15					15
16				16					16
17				17					17
18				18					18
19				19					19
20				20					20
21				21					21
22				22					22
23				23					23
24				24					24
25	46,710	107,049		25	Ending balance (prior years)				25
26			0	26	<b>RESERVED FOR FUTURE EXPENDITURE</b>				26
27	<b>46,710</b>	<b>107,049</b>	<b>107,550</b>	27	<b>TOTAL REQUIREMENTS</b>	<b>109,000</b>	<b>109,000</b>	<b>109,000</b>	27

**SPECIAL FUND  
RESOURCES AND REQUIREMENTS  
Water System Development Charges**

	Historical Data				DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2017-2018			
	Actual		Adopted Budget This Year 2016-2017			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2014-2015	First Preceding Year 2015-2016							
					<b>RESOURCES</b>				
1	45,478	62,359	112,600	1	Beginning Fund Balance -				1
2				2	Reimbursement Fee	61,351	61,351	61,351	2
3				3	Improvement Fee	58,141	58,141	58,141	3
4				4					4
5	7,359	22,077	13,901	5	Reimbursement Fee	9,812	9,812	9,812	5
6	9,270	27,810	17,511	6	Improvement Fee	12,360	12,360	12,360	6
7	252	553	300	7	Interest	1,000	1,000	1,000	7
8				8					8
9				9					9
10				10					10
11				11					11
12				12					12
13	62,359	112,799	144,312	13	Total Resources, except taxes to be levied	142,664	142,664	142,664	13
14				14	Taxes estimated to be received				14
15				15	Taxes collected in year levied				15
16	<b>62,359</b>	<b>112,799</b>	<b>144,312</b>	16	<b>TOTAL RESOURCES</b>	<b>142,664</b>	<b>142,664</b>	<b>142,664</b>	16
					<b>REQUIREMENTS by Org. Unit/Prog.&amp;Activity</b>				
17	0	0	144,312	17	Capital Projects -				17
18				18	Reimbursement	71,603	71,603	71,603	18
19				19					19
20				20	Improvement	71,061	71,061	71,061	20
21				21					21
22				22					22
23				23					23
24				24					24
25				25					25
26				26					26
27	62,359	112,799		27	Ending balance (prior years)				27
28			0	28	<b>UNAPPROPRIATED ENDING FUND BALANCE</b>				28
29	<b>62,359</b>	<b>112,799</b>	<b>144,312</b>	29	<b>TOTAL REQUIREMENTS</b>	<b>142,664</b>	<b>142,664</b>	<b>142,664</b>	29



**SPECIAL FUND  
RESOURCES AND REQUIREMENTS  
Public Works Project Maintenance**

	Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2017-2018				
	Actual		Adopted Budget This Year 2016-2017		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	Second Preceding Year 2014-2015	First Preceding Year 2015-2016							
				<b>RESOURCES</b>					
1	31,566	39,710		1	Beginning Fund Balance			1	
2	144	0		2	Interest			2	
3	0	0		3	LID #1 Assessments			3	
4				4				4	
5	8,000	0		5	Transfer from Water Fund			5	
6				6				6	
7				7				7	
8				8				8	
9	39,710	39,710	0	9	Total Resources, except taxes to be levied	0	0	0	
10				10	Taxes Estimated to be Received			10	
11				11	Taxes Collected In Year Levied			11	
12	<b>39,710</b>	<b>39,710</b>	<b>0</b>	12	<b>TOTAL RESOURCES</b>	<b>0</b>	<b>0</b>	<b>0</b>	
					<b>REQUIREMENTS by Org. Unit/Prog.&amp;Activity</b>				
13				13	Reservoir Maintenance and Repair			13	
14				14	Pump Station Maintenance and Repair			14	
15				15				15	
16		39,710		16	Transfer to General Fund to Dissolve Fund			16	
17				17				17	
18				18				18	
19				19				19	
20				20				20	
21				21				21	
22				22				22	
23				23				23	
24				24				24	
25				25				25	
26				26				26	
27	39,710	0		27	Ending balance (prior years)			27	
28			0	28	<b>UNAPPROPRIATED ENDING FUND BALANCE</b>			28	
29	<b>39,710</b>	<b>39,710</b>	<b>0</b>	29	<b>TOTAL REQUIREMENTS</b>	<b>0</b>	<b>0</b>	<b>0</b>	

# RESOURCES

**FORM  
LB-20**

## Sewer Operating Fund

City of Aurora, Oregon

	Historical Data				RESOURCE DESCRIPTION	Budget for Next Year 2017-2018			
	Actual		Adopted Budget This Year 2016-2017			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2014-2015	First Preceding Year 2015-2016							
1	177,718	256,530	221,000	1	Beginning Fund Balance	265,000	265,000	265,000	1
2	1,040	1,411	1,100	2	Interest	2,000	2,000	2,000	2
3	275,218	284,709	281,500	3	Sewer Charges	318,744	318,744	318,744	3
4	1,087	0	0	4	Miscellaneous Revenue	0	0	0	4
5			2,000	5	Sale of assets	2,000	2,000	2,000	5
6				6					6
7				7					7
8				8					8
9				9					9
10				10					10
11				11					11
12				12					12
13				13					13
14				14					14
15				15					15
16				16					16
17				17					17
18				18					18
19				19					19
20				20					20
21				21					21
22				22					22
23				23					23
24				24					24
25				25					25
26				26					26
27	455,063	542,650	505,600	27	Total resources, except taxes to be levied	587,744	587,744	587,744	27
28				28	Taxes estimated to be received				28
29				29	Taxes collected in year levied				29
30	<b>455,063</b>	<b>542,650</b>	<b>505,600</b>	<b>30</b>	<b>TOTAL RESOURCES</b>	<b>587,744</b>	<b>587,744</b>	<b>587,744</b>	<b>30</b>

\*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

**REQUIREMENTS SUMMARY**

**FORM  
LB-30**

**Sewer Operating Fund**

**City of Aurora, Oregon**

	Historical Data				REQUIREMENTS DESCRIPTION	Budget For Next Year 2017-2018			
	Actual		Adopted Budget This Year 2016-2017			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2014-2015	First Preceding Year 2015-2016							
1	53,231	52,636		1	Salaries	84,794	84,794	84,794	1
2			17,874	2	City Recorder				2
3			6,381	3	Finance Officer				3
4				4	Administrative Assistant				4
5			27,725	5	Public Works Superintendent				5
6			23,997	6	Utility Worker I				6
7			4,174	7	Utility Worker - part time				7
8			4,817	8	Temporary Employee				8
9				9					9
10	22,538	14,360		10	Benefits	38,751	38,751	38,751	10
11				11					11
12	<b>75,769</b>	<b>66,996</b>	<b>84,968</b>	12	<b>TOTAL PERSONNEL SERVICES</b>	<b>123,545</b>	<b>123,545</b>	<b>123,545</b>	12
13				13	<b>Total Full-Time Equivalent (FTE)</b>	<b>1.83</b>	<b>1.83</b>	<b>1.83</b>	13
					<b>MATERIALS AND SERVICES</b>				
14	120,195	160,922	195,165	14	(SEE LB-31, Page 30)	196,425	196,425	196,425	14
15				15					15
16	<b>120,195</b>	<b>160,922</b>	<b>195,165</b>	16	<b>TOTAL MATERIALS AND SERVICES</b>	<b>196,425</b>	<b>196,425</b>	<b>196,425</b>	16
					<b>CAPITAL OUTLAY</b>				
17	2,569	30,451	30,000	17	Equipment	15,000	15,000	15,000	17
18			10,000	18	Construction Projects	10,000	10,000	10,000	18
19			10,000	19	Aeration Project	20,000	20,000	20,000	19
20			7,500	20	Sewer Rate Study				20
21		12,557		21	Software / Server Update	900	900	900	21
22				22					22
23				23					23
24				24					24
25				25					25
26	<b>2,569</b>	<b>43,008</b>	<b>57,500</b>	26	<b>TOTAL CAPITAL OUTLAY</b>	<b>45,900</b>	<b>45,900</b>	<b>45,900</b>	26
27	<b>198,533</b>	<b>270,927</b>	<b>337,633</b>	27	<b>TOTAL REQUIREMENTS</b>	<b>365,870</b>	<b>365,870</b>	<b>365,870</b>	27

**DETAILED REQUIREMENTS**

**FORM  
LB-31**

**Sewer Operating Fund**

**City of Aurora, Oregon**

	Historical Data				REQUIREMENTS DESCRIPTION	Budget for Next Year 2017-2018			
	Actual		Adopted Budget This Year 2016-2017			Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	
	Second Preceding Year 2014-2015	First Preceding Year 2015-2016							
1	14,356	26,403	27,000	1	Operating Materials and Supplies	27,000	27,000	27,000	1
2	1,833	1,840	2,600	2	Permits and Fees	2,600	2,600	2,600	2
3	0	0	5,000	3	City Engineer	5,000	5,000	5,000	3
4	1,375	1,196	1,400	4	Office Expense	4,500	4,500	4,500	4
5	7,977	30,295	25,000	5	Contract Services	25,000	25,000	25,000	5
6	19,284	25,152	30,000	6	Electricity and Heating	26,000	26,000	26,000	6
7	636	1,126	4,000	7	Training and Conferences	4,000	4,000	4,000	7
8	1,928	1,067	3,000	8	Vehicle and Equipment Operating Expense	3,000	3,000	3,000	8
9	3,727	5,648	6,000	9	Test Lab	6,000	6,000	6,000	9
10	0	0	1,800	10	Rental Expense	1,800	1,800	1,800	10
11	2,881	2,915	3,500	11	Phone and Fax	3,500	3,500	3,500	11
12	6,483	6,248	8,250	12	Insurance	5,500	5,500	5,500	12
13	4,917	4,249	5,000	13	Audit	4,700	4,700	4,700	13
14	1,582	0	2,400	14	Springbrook Lease	2,400	2,400	2,400	14
15	6,000	6,600	7,000	15	Legal	7,000	7,000	7,000	15
16	753	259	1,000	16	Safety Apparat, Uniforms	1,000	1,000	1,000	16
17	2,604	1,616	3,500	17	Tractor / Vehicle Repair	3,500	3,500	3,500	17
18	155	99	350	18	Ethics Commission Fee	350	350	350	18
19	21,542	19,165	20,000	19	Sewer Equipment Repair and Maintenance	20,000	20,000	20,000	19
20	2,567	2,300	2,600	20	On-site Server Maintenance	2,600	2,600	2,600	20
21	372	376	500	21	Internet Service	550	550	550	21
22	1,625	1,276	1,000	22	Copier Lease / Maintenance	1,000	1,000	1,000	22
23	1,000	333	1,100	23	Postage	1,200	1,200	1,200	23
24	469	293	240	24	Postage Machine Lease	300	300	300	24
25	2,235	2,800	7,500	25	Lagoon Maintenance	7,500	7,500	7,500	25
26	599	300	425	26	Software Security	425	425	425	26
27	0	4,476	5,000	27	Collection System Maintenance	5,000	5,000	5,000	27
28	13,295	14,891	20,000	28	Biosolids (Sludge)	25,000	25,000	25,000	28
29				29					29
30				30					30
31				31					31
32				32					32
33				33					33
34	<b>120,195</b>	<b>160,922</b>	<b>195,165</b>	34	<b>TOTAL REQUIREMENTS</b>	<b>196,425</b>	<b>196,425</b>	<b>196,425</b>	34

**REQUIREMENTS SUMMARY**  
**NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM**  
**Sewer Operating Fund**

	Historical Data			REQUIREMENTS DESCRIPTION	Budget For Next Year 2017-2018			
	Actual		Adopted Budget This Year 2015-2017		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2014-2015	First Preceding Year 2015-2016						
				PERSONNEL SERVICES NOT ALLOCATED				
1			1					1
2			2					2
3	0	0	0	3 TOTAL PERSONNEL SERVICES	0	0	0	3
4			4	4 Total Full-Time Equivalent (FTE)				4
				MATERIALS AND SERVICES NOT ALLOCATED				
5			5					5
6			6					6
7	0	0	0	7 TOTAL MATERIALS AND SERVICES	0	0	0	7
				CAPITAL OUTLAY NOT ALLOCATED				
8			8	8				8
9			9	9				9
10	0	0	0	10 TOTAL CAPITAL OUTLAY	0	0	0	10
				DEBT SERVICE				
11			11					11
12			12					12
13	0	0	0	13 TOTAL DEBT SERVICE	0	0	0	13
				SPECIAL PAYMENTS				
14			14					14
15			15					15
16	0	0	0	16 TOTAL SPECIAL PAYMENTS	0	0	0	16
				INTERFUND TRANSFERS				
17		40,000		17 Transfer to Sewer Reserve				17
18				18				18
19				19				19
20	0	40,000	0	20 TOTAL INTERFUND TRANSFERS	0	0	0	20
				OPERATING CONTINGENCY				
21			167,967	21 TOTAL OPERATING CONTINGENCY	221,874	221,874	221,874	21
22	0	40,000	167,967	22 Total Requirements Not Allocated	221,874	221,874	221,874	22
23	198,533	270,927	337,633	23 Total Org./Prog. Requirements	365,870	365,870	365,870	23
24				24 Reserved for future expenditure				24
25	256,530	231,723		25 Ending balance (prior years)				25
26				26 UNAPPROPRIATED ENDING FUND BALANCE				26
27	455,063	542,650	505,600	27 TOTAL REQUIREMENTS	587,744	587,744	587,744	27

**FORM  
LB-11**

This fund is authorized to continue by resolution #707 on June 14, 2016  
for the following specified purpose: maintaining, improving or expanding sewer system

**RESERVE FUND  
RESOURCES AND REQUIREMENTS**

Year this reserve fund will be reviewed to be continued or abolished.  
Date can not be more than 10 years after establishment.  
Review Year: : 2026

**Sewer Reserve Fund**

**City of Aurora, Oregon**

	Historical Data				DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2017-2018			
	Actual		Adopted Budget This Year 2016-2017			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2014-2015	First Preceding Year 2015-2016							
					RESOURCES				
1	45,552	55,784	94,000	1	Beginning Fund Balance	33,000	33,000	33,000	1
2	232	499	300	2	Interest	700	700	700	2
3		40,000		3	Transfer from Sewer Operating Fund	-	-	-	3
4	10,000	-		4	Transfer from Sewer SDC Fund				4
5				5					5
6				6					6
7				7					7
8				8					8
9	55,784	96,283	94,300	9	Total Resources, except taxes to be levied	33,700	33,700	33,700	9
10				10	Taxes estimated to be received				10
11				11	Taxes collected in year levied				11
12	55,784	96,283	94,300	12	<b>TOTAL RESOURCES</b>	<b>33,700</b>	<b>33,700</b>	<b>33,700</b>	12
					REQUIREMENTS by Org. Unit/Prog.&Activity				
13	0	0	53,300	13	Capitla Improvements	23,700	23,700	23,700	13
14	0	0	41,000	14	Sewer Master Plan	10,000	10,000	10,000	14
15				15					15
16				16					16
17				17					17
18				18					18
19				19					19
20				20					20
21				21					21
22				22					22
23				23					23
24				24					24
25	55,784	96,283		25	Ending balance (prior years)				25
26			0	26	<b>RESERVED FOR FUTURE EXPENDITURE</b>				26
27	55,784	96,283	94,300	27	<b>TOTAL REQUIREMENTS</b>	<b>33,700</b>	<b>33,700</b>	<b>33,700</b>	27

**SPECIAL FUND  
RESOURCES AND REQUIREMENTS  
Sewer System Development Charges**

City of Aurora, Oregon

	Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2017-2018				
	Actual		Adopted Budget This Year 2016-2017		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	Second Preceding Year 2014-2015	First Preceding Year 2015-2016							
				<b>RESOURCES</b>					
1	28,623	24,863	43,300	1	Beginning Fund Balance -				1
2				2	Reimbursement Fee	32,835	32,835	32,835	2
3				3	Improvement Fee	12,987	12,987	12,987	3
4				4					4
5	3,882	11,646	5,176	5	Reimbursement Fee	5,176	5,176	5,176	5
6	2,214	6,642	2,952	6	Improvement Fee	2,952	2,952	2,952	6
7	144	215	175	7	Interest	450	450	450	7
8				8					8
9				9					9
10				10					10
11				11					11
12	34,863	43,366	51,603	12	Total Resources, except taxes to be levied	54,400	54,400	54,400	12
13				13	Taxes estimated to be received				13
14				14	Taxes collected in year levied				14
15	<b>34,863</b>	<b>43,366</b>	<b>51,603</b>	15	<b>TOTAL RESOURCES</b>	<b>54,400</b>	<b>54,400</b>	<b>54,400</b>	15
					<b>REQUIREMENTS by Org. Unit/Prog.&amp;Activity</b>				
16			51,603	16	Capital Projects -				16
17				17	Reimbursement	38,299	38,299	38,299	17
18				18	Improvement	16,101	16,101	16,101	18
19				19					19
20	10,000			20	Transfer to Sewer Reserve				20
21				21					21
22				22					22
23				23					23
24				24					24
25				25					25
26				26					26
27	24,863	43,366		27	Ending balance (prior years)				27
28			0	28	<b>UNAPPROPRIATED ENDING FUND BALANCE</b>				28
29	<b>34,863</b>	<b>43,366</b>	<b>51,603</b>	29	<b>TOTAL REQUIREMENTS</b>	<b>54,400</b>	<b>54,400</b>	<b>54,400</b>	29

**BONDED DEBT  
RESOURCES AND REQUIREMENTS**

Bond Debt Payments are for:

**G.O. Wasterwater Bond Debt Service Fund**

**City of Aurora, Oregon**

340,126

	Historical Data				DESCRIPTION OF RESOURCES AND REQUIREMENTS	Budget for Next Year 2017-2018			
	Actual		Adopted Budget This Year 2016-2017			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2014-2015	First Preceding Year 2015-2016							
<b>Resources</b>									
1	33,176	21,790	16,297	1	Beginning Cash on Hand	22,400	22,400	22,400	1
2				2					2
3	12,045	10,060	8,000	3	Previously Levied Taxes to be Received	8,000	8,000	8,000	3
4	708	1,083	800	4	Interest	1,700	1,700	1,700	4
5				5					5
6				6					6
7	45,929	32,933	25,097	7	Total Resources, Except Taxes to be Levied	32,100	32,100	32,100	7
8			319,278	8	Taxes Estimated to be Received *	317,875	317,875	317,875	8
9	285,661	312,334		9	Taxes Collected in Year Levied				9
10	<b>331,590</b>	<b>345,267</b>	<b>344,375</b>	10	<b>TOTAL RESOURCES</b>	<b>349,975</b>	<b>349,975</b>	<b>349,975</b>	10
<b>Requirements</b>									
Bond Principal Payments									
					Bond Issue	Budgeted Payment Date			
11	195,000	215,000	235,000	11	Annual Principal	06/01/2018	250,000	250,000	250,000
12				12					12
13				13					13
14	195,000	215,000	235,000	14	<b>Total Principal</b>		250,000	250,000	250,000
Bond Interest Payments									
					Bond Issue	Budgeted Payment Date			
15	57,400	53,988	49,688	15	Semi-annual Int	12/01/2017	44,988	44,988	44,988
16	57,400	53,987	49,687	16	Semi-annual Int	06/01/2018	44,988	44,988	44,988
17				17					17
18	114,800	107,975	99,375	18	<b>Total Interest</b>		89,975	89,975	89,975
Unappropriated Balance for Following Year By									
					Bond Issue	Projected Payment Date			
19				19					19
20				20					20
21	21,790	22,292		21	Ending balance (prior years)				21
22			10,000	22	<b>Total Unappropriated Ending Fund Balance</b>		10,000	10,000	10,000
23				23	Loan Repayment to Fund				23
24				24	Tax Credit Bond Reserve				24
25	<b>331,590</b>	<b>345,267</b>	<b>344,375</b>	25	<b>TOTAL REQUIREMENTS</b>		<b>349,975</b>	<b>349,975</b>	<b>349,975</b>



**FORM  
LB-11**

This fund is authorized & established by resolution #831 on 3-14-2011  
for the following specified purpose: Maintenance, repairs, upgrades

**RESERVE FUND  
RESOURCES AND REQUIREMENTS**

Year this reserve fund will be reviewed to be continued or abolished.  
Date can not be more than 10 years after establishment.  
Review Year: 2021

**Park Reserve Fund**

**City of Aurora, Oregon**

	Historical Data				DESCRIPTION  RESOURCES AND REQUIREMENTS	Budget for Next Year 2017-2018			
	Actual		Adopted Budget			Proposed By	Approved By	Adopted By	
	Second Preceding Year 2014-2015	First Preceding Year 2015-2016	This Year 2016-2017			Budget Officer	Budget Committee	Governing Body	
					RESOURCES				
1	1,136	1,143	1,150	1	Beginning Fund Balance	1,167	1,167	1,167	1
2	7	7	7	2	Interest	11	11	11	2
3				3					3
4				4					4
5				5					5
6				6					6
7				7					7
8				8					8
9	1,143	1,150	1,157	9	Total Resources, except taxes to be levied	1,178	1,178	1,178	9
10				10	Taxes estimated to be received				10
11				11	Taxes collected in year levied				11
12	1,143	1,150	1,157	12	<b>TOTAL RESOURCES</b>	<b>1,178</b>	<b>1,178</b>	<b>1,178</b>	12
					REQUIREMENTS by Org. Unit/Prog.&Activity				
13	0	0	1,157	13	Park Improvements	1,178	1,178	1,178	13
14				14					14
15				15					15
16				16					16
17				17					17
18				18					18
19				19					19
20				20					20
21				21					21
22				22					22
23				23					23
24				24					24
25	1,143	1,150		25	Ending balance (prior years)				25
26			0	26	<b>RESERVED FOR FUTURE EXPENDITURE</b>				26
27	1,143	1,150	1,157	27	<b>TOTAL REQUIREMENTS</b>	<b>1,178</b>	<b>1,178</b>	<b>1,178</b>	27

**SPECIAL FUND  
RESOURCES AND REQUIREMENTS  
Park System Development Charges**

	Historical Data				DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2017-2018			
	Actual		Adopted Budget This Year 2016-2017			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2014-2015	First Preceding Year 2015-2016							
					<b>RESOURCES</b>				
1	29,164	31,523	43,000	1	Beginning Fund Balance -				1
2				2	Reimbursement Fee	11,650	11,650	11,650	2
3				3	Improvement Fee	31,548	31,548	31,548	3
4				4					4
5	134	670	402	5	Reimbursement Fee	402	402	402	5
6	2,071	10,355	6,213	6	Improvement Fee	6,213	6,213	6,213	6
7	154	229	200	7	Interest	400	400	400	7
8				8					8
9				9					9
10				10					10
11				11					11
12	31,523	42,777	49,815	12	Total Resources, except taxes to be levied	50,213	50,213	50,213	12
13				13	Taxes estimated to be received				13
14				14	Taxes collected in year levied				14
15	<b>31,523</b>	<b>42,777</b>	<b>49,815</b>	15	<b>TOTAL RESOURCES</b>	<b>50,213</b>	<b>50,213</b>	<b>50,213</b>	15
					<b>REQUIREMENTS by Org. Unit/Prog.&amp;Activity</b>				
16	0	0	49,815	16	Capital Projects -				16
17				17	Reimbursement	12,078	12,078	12,078	17
18				18	Improvement	38,135	38,135	38,135	18
19				19					19
20				20					20
21				21					21
22				22					22
23				23					23
24				24					24
25				25					25
26				26					26
27	31,523	42,777		27	Ending balance (prior years)				27
28			0	28	<b>UNAPPROPRIATED ENDING FUND BALANCE</b>				28
29	<b>31,523</b>	<b>42,777</b>	<b>49,815</b>	29	<b>TOTAL REQUIREMENTS</b>	<b>50,213</b>	<b>50,213</b>	<b>50,213</b>	29

**SPECIAL FUND  
RESOURCES AND REQUIREMENTS  
City Hall Building Fund**

City of Aurora, Oregon

	Historical Data				DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2017-2018			
	Actual		Adopted Budget This Year 2016-2017			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2014-2015	First Preceding Year 2015-2016							
					RESOURCES				
1	118,128	120,480	133,000	1	Beginning Fund Balance	150,000	150,000	150,000	1
2	589	785	600	2	Interest	1,200	1,200	1,200	2
3		10,000	13,000	3	Transfer from General Fund	20,000	20,000	20,000	3
4	1,763	2,041	1,700	4	Business License Surcharge	4,700	4,700	4,700	4
5				5					5
6				6					6
7				7					7
8				8					8
9	120,480	133,306	148,300	9	Total Resources, except taxes to be levied	175,900	175,900	175,900	9
10				10	Taxes estimated to be received				10
11				11	Taxes collected in year levied				11
12	<b>120,480</b>	<b>133,306</b>	<b>148,300</b>	12	<b>TOTAL RESOURCES</b>	<b>175,900</b>	<b>175,900</b>	<b>175,900</b>	12
					REQUIREMENTS by Org. Unit/Prog.&Activity				
13	0	0	140,300	13	Capital Building Project	175,900	175,900	175,900	13
14			8,000	14	Building Needs Assessment				14
15				15					15
16				16					16
17				17					17
18				18					18
19				19					19
20				20					20
21				21					21
22				22					22
23				23					23
24				24					24
25				25					25
26				26					26
27	120,480	133,306		27	Ending balance (prior years)				27
28			0	28	<b>UNAPPROPRIATED ENDING FUND BALANCE</b>				28
29	<b>120,480</b>	<b>133,306</b>	<b>148,300</b>	29	<b>TOTAL REQUIREMENTS</b>	<b>175,900</b>	<b>175,900</b>	<b>175,900</b>	29

## Section 5

### Enacting Resolutions

**RESOLUTION NUMBER 729**

WHEREAS, ORS 221.760 provides as follows:

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

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

and

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

Be it resolved that the City of Aurora hereby certifies that it provides the following four or more municipal services enumerated in Section 1, ORS 221.760:

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

Approved by the City Council of the City of Aurora this 13<sup>th</sup> day of June, 2017.

  
Bill Graupp, Mayor

ATTEST:

  
Kelly A. Richardson, CMC City Recorder

**RESOLUTION NUMBER 730**

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

**BE IT HEREBY RESOLVED:**

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

PASSED by the Common Council the 13<sup>th</sup> day of June, 2017.

APPROVED by the Mayor this 13<sup>th</sup> day of June, 2017.



Bill Graupp, Mayor

ATTEST:



Kelly A. Richardson, CMC

City Recorder

I hereby certify that a public meeting before the Budget Committee was held on May 1, 2017, and a public hearing before the City Council was held on June 13, 2017, giving citizens an opportunity to comment on the use of State Revenue Sharing.



Kelly A. Richardson, CMC

City Recorder

**City of Aurora  
Resolution No. 731**

**A Resolution Adopting the 2017-2018 Budget  
and Making Appropriations**

**Adopting the Budget**

**BE IT RESOLVED** that the City Council of the City of Aurora hereby adopts the budget approved by the Budget Committee for the Fiscal Year 2017-2018, in the sum of \$ 3,593,750, now on file at City Hall.

**Resolution Making Appropriations**

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

<b>General Fund</b>		<b>Aurora Colony Days Fund</b>	
Personnel Services	\$ 104,756	Personnel Services	\$ 3,038
Materials and Services	436,740	Materials and Services	12,300
Capital Outlay	12,700	Contingency	6,412
Transfers Out	23,500		
Contingency	458,603		
<b>Total</b>	<b>\$ 1,036,299</b>	<b>Total</b>	<b>\$ 21,750</b>
<b>Street / Storm Operating Fund</b>		<b>Street / Storm Reserve Fund</b>	
Personnel Services	\$ 33,209.00	Capital Outlay	\$ 111,500
Materials and Services	69,940	<b>Total</b>	<b>\$ 111,500</b>
Capital Outlay	65,000	<b>Street / Storm SDC Fund</b>	
Contingency	106,841	Capital Outlay	\$ 64,437
<b>Total</b>	<b>\$ 274,990</b>	<b>Total</b>	<b>\$ 64,437</b>
<b>Water Operating Fund</b>		<b>Water Reserve Fund</b>	
Personnel Services	\$ 141,766	Capital Outlay	\$ 109,000
Materials and Services	169,125	<b>Total</b>	<b>\$ 109,000</b>
Capital Outlay	77,900	<b>Water SDC Fund</b>	
Debt Service	20,892	Capital Outlay	\$ 142,664
Contingency	170,317	<b>Total</b>	<b>\$ 142,664</b>
<b>Total</b>	<b>\$ 580,000</b>		
<b>Sewer Operating Fund</b>		<b>Sewer Reserve Fund</b>	
Personnel Services	\$ 123,545	Capital Outlay	\$ 33,700
Materials and Services	196,425	<b>Total</b>	<b>\$ 33,700</b>
Capital Outlay	45,900	<b>Sewer SDC Fund</b>	
Contingency	221,874	Capital Outlay	\$ 54,400
<b>Total</b>	<b>\$ 587,744</b>	<b>Total</b>	<b>\$ 54,400</b>

**G O Water Water Bond Fund**

Debt Service 339,975  
Unappropriated 10,000  
Total \$ 349,975

**City Hall Building Fund**

Capital Outlay \$ 175,900  
Total \$ 175,900

**Park Reserve Fund**


Capital Outlay \$ 1,178  
Total \$ 1,178

**Park SDC Fund**

Capital Outlay \$ 50,213  
Total \$ 50,213

Total Appropriations, All Funds \$ 3,583,750  
Total Unappropriated and Reserve Amounts, All Funds \$ 10,000  
Total Adopted Budget \$ 3,593,750

Adopted this 13th day of June, 2017.

  
\_\_\_\_\_  
Bill Graupp, Mayor

ATTEST:

  
\_\_\_\_\_  
Kelly A. Richardson, CMC City Recorder



