

Budget Committee

Fiscal Year 2021 – 2022 Budget





Water Fund

Highlights

- Closed out the 2017 Water System Improvement Project
- Well #2 refurbishment scheduled for Fall 2021
- Investing in critical capital requirements

Water Fund Resources



Historical Data			GL Account (city use only)	DESCRIPTION RESOURCES AND REQUIREMENTS	Budget FY 2021-22			
Actual					Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2018-19	First Preceding Year 2019-20	Adopted Budget FY 2020-21	620-00-					
				RESOURCES				
(277,243)	83,857	214,000	500001	Beginning Fund Balance (accrual basis)	335,000			
4,500	-		530410	OPD Vehicle Loan Repayment	-			
				OTHER RESOURCES				
929,820	986,685	1,155,000	540000	Water Service	1,185,000			
2,666	900	1,500	540100	Connection Charge	2,500			
3,750	2,750	3,500	540200	Service Charge	3,500			
	20,000	-	502859	Fed Grant-Tank 7	-			
1,233,323	450,143	750,000	500700	Loan proceeds Tank 7	-			
7,896	60,606	1,500	599900	Misc Income	2,500			
-		19,000	599905	PW Overhead to Other Funds	19,000			
1,904,712	1,604,941	2,144,500		TOTAL RESOURCES	1,547,500	-	-	

Healthy beginning balance

Closed out IFA loan – loan forgiveness

Without IFA revenue = \$1,394,500

Reflects rate increase by CPI-W

Water Fund Personnel



				PERSONNEL SERVICES			
54,260	60,519	42,700	400001	Health Insurance	44,000		
42,183	40,421	44,700	400002	PERS	43,650		
6,395	3,169	8,100	400003	Workers Comp	7,000		
9,009	8,702	10,200	400004	Payroll Taxes	9,200		
9,228	9,063	8,500	400005	Overtime	10,750		
4,159	3,260	7,300	400006	Standby	4,000		
-	-	-	400015	AP/UB	-		
-	-	-	400016	Employee Allowance	-		
-	-	-	400040	Public Works Foreman	-		
52,317	54,965	23,300	400041	Utility Worker 2	24,100		
		18,900	400042	Utility Worker 3	8,750		
-	-	26,700	400043	Public Works Crew Leader	28,125		
-	48,713	22,900	400045	Utility Worker 1A	22,500		
-	-	-	400046	Assistant Planner/PW Secretary	-		
44,087		22,400	400047	Utility Worker 1B	22,500		
140	-	-	400049	Comm. Services/Assistant to the Administrator	-		
			400066	Vacation Buy-Out	500		
			400068	Floating Holiday 1	440		
			400069	Floating Holiday 2	440		
4,500	5,625	4,600	400081	VEBA Contributions	4,500		
485	243	100	400082	Life/LTD	105		
226,763	234,680	240,400		TOTAL PERSONNEL SERVICES	230,560	-	-
4.00	4.00	1.80		Total Full-Time Equivalent (FTE)	2.00		

Staff member on reduced work schedule due to work related injury

Water Fund Material & Services



			MATERIAL & SERVICES			
38,204	27,118	30,000	Materials & Supplies	34,000		
37,306	30,034	24,000	Seasonal Worker	25,000		
1,902	2,017	2,000	Office Expense	2,000		
63,607	63,032	65,000	Utilities	79,000		
1,045	2,003	2,500	Travel & Training	2,500		
38,597	32,622	25,500	Professional Services/Misc	20,000		
	25,930	5,000	Professional Services-Legal	5,000		
2,800	2,884	2,700	Dispatch Services LCSO	2,900		
225,000	270,000	147,000	Administrative Overhead	147,000		
1,953	1,309	2,000	Uniform Allowance	2,000		
1,136	3,076	2,000	Computer Equip/Supplies/Support	2,000		
15,798	6,924	25,000	Equip Maint/Repair	25,000		
2,072	2,262	2,500	Vehicle Lease	2,500		
13,220	8,249	13,000	Fuel	13,000		
570	2,656	8,000	New Equipment	10,000		
	-	5,000	Building Maintenance/Misc.	5,000		
	-	5,000	Meter Replacement	5,000		
42,000	45,000	-	Payment in Lieu of Franchise	-		
	785		Misc Expense	1,000		
485,210	525,901	366,200	TOTAL MATERIALS & SERVICES	382,900	-	-

Reductions in engineering budget

Water Fund Capital Outlay



			CAPITAL OUTLAY			
962,487	434,229	-	Tank 7			
	11,496		New Equipment			
			- Meters (100X)	12,000		
			- Hydrants (2x)	6,000		
			- Valves (2X)	6,000		
			- Vac Truck (2)	81,350		
			- Trackhoe (3)	65,000		
			- 5YD Dump Truck (4)	24,500		
			- Backhoe (5)	15,300		
	-		Building Maintenance			
	9,456	750,000	Well Field Improvements			
-	-		Distribution Improvements	-		
962,487	455,181	750,000	TOTAL CAPITAL OUTLAY	210,150	-	-

Now itemized

Allocated across multiple funds

Clsd Out

Water Fund Debt Service and Transfers



			DEBT SERVICE			
		21,300	Debt Service - Interest OECDD	21,350		
		101,000	Debt Service - Principal OECDD	101,000		
10,792	10,443	10,300	Bond Payment - Interest LACOP	10,300		
7,500	7,500	7,500	Bond Payment - Principal LACOP	7,500		
122,297	122,297	41,800	Safe Drinking Water Program	-		
		45,400	Water Loan Tank 7 Principal IFA Loans	42,000		
			Water Loan Tank 7 Interest IFA Loans	45,500		
			Transfer to Gen - Vehical Loan to PD	-		
140,589	140,240	227,300	TOTAL DEBT SERVICE	227,650	-	-
			INTERFUND TRANSFERS - OUT			
5,808	5,808	5,808	Water Fund Reserve	25,000		
		120,000	Transfer to General Fund	-		
		255,297	Loan to General Fund	45,000		
		27,000	Capital Loan to street Fund	-		
5,808	5,808	408,105	TOTAL INTERFUND TRANSFERS - OUT	70,000	-	-

Broke out principal and interest below

Increasing reserve funds

Water Fund Contingency & Bottom Line



			CONTINGENCY			
		48,792	Operating Contingency	35,000		
			Water Pro Test Contingency	-		
-	-	48,792	TOTAL CONTINGENCY	35,000	-	-
83,855	243,131		Ending balance (prior years)			
		103,703	Reserved For Future Expenditures	250,000		
		-	UNAPPROPRIATED ENDING FUND BALANCE	160,165		
1,904,712	1,604,941	2,144,500	TOTAL REQUIREMENTS	1,547,500	-	-

Minus \$750,000 Water System project = \$1,394,500



Wastewater Fund

Highlights

- Investing in capital requirements for treatment plant operations
- I & I repairs outstanding – on hold pending budget stabilization

Wastewater Fund Revenue



Historical Data			WASTEWATER FUND	City of Oakridge		
Actual			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget FY 2021-22		
Second Preceding Year 2018-19	First Preceding Year 2019-20	Adopted Budget FY 2020-21		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
			RESOURCES			
475,830	299,290	200,000	Beginning Fund Balance (accrual basis)	265,000		
4,500	-	-	OPD Vehicle Loan Repayment	-		
			OTHER RESOURCES			
1,050	1,050	1,500	Connection Charge	1,400		
671,621	689,796	704,900	Sewer Service	724,000		
13,412	2,078	2,500	Misc Income	2,500		
	-	22,000	PW Overhead to Other Funds	14,667		
1,166,413	992,214	930,900	TOTAL RESOURCES	1,007,567	-	-

3% Increase in Revenue

Wastewater Fund Personnel



		PERSONNEL SERVICES			
54,889	45,546	58,300	Health Insurance	76,000	
46,054	44,060	48,900	PERS	56,000	
5,139	706	7,400	Workers Comp	4,000	
10,435	9,343	11,400	Payroll Taxes	12,000	
11,978	9,029	10,100	Overtime	10,300	
4,165	3,372	9,800	Standby	8,000	
1,264	-	-	AP/UB	-	
	-	-	Employee Allowance	-	
-	-	-	Public Works Foreman	-	
	-	25,900	Utility Worker 2	26,950	
34,830	19,595	18,900	Utility Worker 3	29,650	
61,941	66,351	22,100	Public Works Crew Leader	22,500	
27,259	26,923	27,300	Utility Worker 1C	26,900	
	-	8,100	Utility Worker 1A	8,050	
1,295	-	-	Assistant Planner/PW Secretary	-	
	-	23,200	Utility Worker 1B	23,250	
1,436	-	-	Comm Svc's/Assistant to Administrator	-	
			Vacation Buy-Out	500	
			Floating Holiday 1	730	
			Floating Holiday 2	730	
5,625	4,500	5,000	VEBA	5,000	
590	351	300	Life/LTD	300	
266,900	229,776	276,700	TOTAL PERSONNEL SERVICES	310,860	-
1.50	1.50	2.20	Total Full-Time Equivalent (FTE)	2.20	

12% Increase in Personnel Costs

Wastewater Fund Material & Services



			MATERIALS & SERVICES			
17,704	9,193	20,000	Materials & Supplies	20,000		
23,630	30,331	10,000	Seasonal Workers	11,000		
1,902	2,017	2,000	Office Expense	2,000		
47,441	48,545	50,000	Utilities	63,250		
1,896	2,620	3,000	Travel & Training	3,000		
65,298	28,081	30,000	Professional Services/Misc	17,000		
2,800	2,884	3,000	Dispatch Services LCSO	3,000		
225,000	270,000	97,200	Administrative Overhead	97,200		
968	1,441	1,500	Uniform Allowance	1,500		
9,920	1,772	2,800	Computer Equip/Supplies/Support	2,800		
22,413	14,621	18,000	Equip Maint/Repair	18,000		
2,197	2,262	2,500	Vehicle Lease	2,500		
13,019	7,895	13,000	Fuel	10,000		
9,231	6,776	15,000	New Equipment	15,000		
-	-	-	Building Maintenance	250		
35,000	38,000	-	Payment in Lieu of Franchise	-		
-	1,027	1,000	Misc Expense	2,600		
478,419	467,465	269,000	TOTAL MATERIALS & SERVICES	269,100	-	-

Reduction in contracted Class IV certified operator services

Wastewater Fund Capital Outlay



			CAPITAL OUTLAY			
95,561	15,124	120,000	New Equipment			
			- Influent Pump (1)		18,000	
			- Blower (2)		8,000	
			- UV Light Fixtures 3X (3)		60,000	
			- Sieve Washer (4)		50,000	
			- Vac Truck (5)		49,700	
			- 5YD Dump Truck (6)		15,000	
			- Backhoe (7)		9,350	
	-	5,000	Building Maintenance		5,000	
	-	10,000	Plant Improvements		-	
-	-	12,000	Collection System		-	
7,951	-		Inflow & Infiltration		-	
103,512	15,124	147,000	TOTAL CAPITAL OUTLAY		215,050	-

Shared cost

Wastewater Debt & Bottom Line



			DEBT SERVICE			
10,792	10,443	10,300	Bond Payment - Interest	10,300		
7,500	7,500	7,500	Bond Payment - Principal	7,500		
	-		Transfer to Gen- OPD Loan			
18,292	17,943	17,800	TOTAL DEBT SERVICE	17,800	-	-
	75,000	130,000	Loan to Gen FUND			-
-	75,000	130,000	TOTAL LOANS/ INTERFUND TRANSFERS - OUT	-	-	-
		37,000	CONTINGENCY	35,000		
299,290	186,906		Ending balance (prior years)			
		53,400	UNAPPROPRIATED ENDING FUND BALANCE	159,757		-
1,166,413	992,214	930,900	TOTAL REQUIREMENTS	1,007,567	-	-

Storm Water Fund



- Will need to invest in actions to comply with the DEQ Water Quality Management Plan in future years.
 - Reduction in temperature and mercury levels in the Willamette Basin waters

Storm Water Fund Resources



Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget FY 2021-22		
Actual		Adopted Budget FY 2020-21		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
Second Preceding Year 2018-19	First Preceding Year 2019-20					
			RESOURCES			
66,079	10,325	15,000	Beginning Fund Balance (accrual basis)	40,000		
			Interest	-		
			OTHER RESOURCES			
26,834	27,765	27,600	Storm Water Service	29,050		
15,000	-		Transfer from Bike Path	-		
6,369	-		Transfer from OIP	-		
114,282	38,090	42,600	TOTAL RESOURCES	69,050	-	-

Storm Water Requirements



REQUIREMENTS						
MATERIALS & SERVICES						
2,527	1,215	1,000	Materials and Supplies	1,000		
	-	1,000	Asset Management	1,000		
30,000	5,000	16,300	Administrative Overhead	16,300		
	689	-	New Equipment (less than \$5,000)	1,500		
-	1,194	1,500	Equip Maint. and Repair	1,500		
32,527	8,098	19,800	TOTAL MATERIALS & SERVICES	21,300	-	-
CAPITAL OUTLAY						
71,430	-	-	New Construction	-		
71,430	-	-	TOTAL CAPITAL OUTLAY	-	-	-
		22,800	CONTINGENCY	20,000		
10,325	29,992		Ending balance (prior years)			
		-	UNAPPROPRIATED ENDING FUND BALANCE	27,750		
114,282	38,090	42,600	TOTAL REQUIREMENTS	69,050	-	-

Water Bond Debt Service Reserve Fund



Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget FY 2021-22		
Actual		Adopted Budget FY 2020-21		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
Second Preceding Year 2018-19	First Preceding Year 2019-20					
			RESOURCES			
			1. Cash on hand * (cash basis), or 2. Working Capital (accrual basis)			
120,683	120,683	120,683		120,683		
120,683	120,683	120,683	TOTAL RESOURCES	120,683	-	-
120,683	120,683		Ending balance (prior years)			
120,683	120,683	120,683	TOTAL UNAPPROPRIATED ENDING FUND BALANCE	120,683		
120,683	120,683	120,683	TOTAL REQUIREMENTS	120,683	-	-

Bond Terms Require This to be Held in Reserve

Water Fund Reserve



Historical Data			DESCRIPTION Resources and Requirements	Budget FY 2021-22		
Actual				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
Second Preceding Year 2018-19	First Preceding Year 2019-20	Adopted Budget FY 2020-21				
			RESOURCES			
-	17,424	23,232	1. Cash on hand* (cash basis) or	29,040		
11,616		-	2. Working Capital (accrual basis)			
-		-	Interest			
5,808	5,808	5,808	Transferred IN, from Water fund	25,000		
17,424	23,232	29,040	TOTAL RESOURCES	54,040	-	-
			REQUIREMENTS			
17,424	23,232	29,040	RESERVED FOR FUTURE EXPENDITURE	54,040		
17,424	23,232	29,040	TOTAL REQUIREMENTS	54,040	-	-

Increasing contributions for future use

Next Meeting

April 7, 6PM



- Restricted Funds
- Governmental Funds
- Capital Improvement List