

RESOLUTION NO. 566

**A RESOLUTION ADOPTING BUDGET MAKING APPROPRIATIONS AND LEVYING TAXES.**

BE IT RESOLVED that the Wilsonville City Council hereby adopts the budget initially approved by the Budget Committee of the City of Wilsonville on April 16, 1986, now on file in the office of the City Recorder.

BE IT FURTHER RESOLVED that the Wilsonville City Council hereby levies taxes provided for in the budget adopted in paragraph one of this resolution, in the aggregate amount of five hundred, thirty-three thousand, three hundred ninety-five dollars (\$533,395) and that these taxes are hereby levied upon all taxable properties within the City of Wilsonville as of 1:00 o'clock a.m. on January 1, 1987.

BE IT FURTHER RESOLVED that the amounts for the fiscal year beginning July 1, 1986, and for the purposes shown, are hereby appropriated.

GENERAL FUND

**ADMINISTRATION**

Personal Services	\$ 160,860
Materials & Services	45,200
Capital Outlay	3,000

**FINANCE**

Personal Services	\$ 98,372
Materials & Services	10,150
Capital Outlay	3,400

**PUBLIC WORKS**

Personal Services	\$ 446,875
Materials & Services	30,686
Capital Outlay	9,750

**LIBRARY**

Personal Services	\$ 54,142
Materials & Services	22,338
Capital Outlay	3,200
Contingency	900

**NON-DEPARTMENTAL**

Materials & Services	\$ 275,193
Capital Outlay	11,000
Contingency	41,323
Unappropriated	96,689

**BUILDING**

Personal Services	\$ 114,142
Materials & Services	16,148
Capital Outlay	8,950

**PLANNING**

Personal Services	\$ 118,395
Materials & Services	17,900
Capital Outlay	7,700

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TOTAL GENERAL FUND APPROPRIATION \$ 1,596,313

SEWER FUND

Personal Services	\$ 113,559
Materials & Services	251,115
Capital Outlay	293,859
Transfer to Other Funds	259,667
Contingency	10,000

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TOTAL SEWER FUND APPROPRIATION \$ 928,200

SEWER CONSTRUCTION FUND

Capital Outlay	\$ -0-
Transfer to Other Funds	27,000
Contingency	-0-

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TOTAL SEWER CONSTRUCTION FUND \$ 27,000

APPROPRIATION

SEWER RESERVE FUND

Transfer to Other Funds	\$ -0-
Contingency	210,167

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TOTAL SEWER RESERVE FUND \$ 210,167

APPROPRIATION

WATER FUND

Materials & Services	\$ 284,839
Capital Outlay	127,600
Transfer to Other Funds	157,770
Contingency	35,191

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TOTAL WATER FUND APPROPRIATION \$ 605,400

WATER CONSTRUCTION FUND

Capital Outlay	\$ 1,500,000
Contingency	41,000

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TOTAL WATER CONSTRUCTION FUND \$ 1,541,000

APPROPRIATION

WATER RESERVE FUND

Transfer to Other Funds	\$ -0-
Contingency	-0-
Reserves	248,670

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TOTAL WATER RESERVE FUND \$ 248,670

APPROPRIATION

PARK & RECREATION DEPARTMENT

Personnel Services	\$ 39,677
Materials & Services	62,909
Capital Outlay	46,350
Contingency	430
Transfer to Other Funds	9,000

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TOTAL PARK FUND & RECREATION \$ 158,366

APPROPRIATION

PARK & RECREATION RESERVE FUND

Capital Outlay	\$	55,000
Reserves		16,000

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TOTAL PARK & RECREATION RESERVE	\$	71,000
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APPROPRIATION

SYSTEMS DEVELOPMENT FUND

Materials & Services	\$	11,402
Capital Outlay		163,760
Principal		15,106
Interest		10,560
Contingency		20,000
Reserves		27,172

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TOTAL SYSTEMS DEVELOPMENT FUND	\$	248,000
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APPROPRIATION

FEDERAL REVENUE SHARING FUND

Transfer to Other Funds	\$	69,000
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TOTAL FEDERAL REVENUE SHARING	\$	69,000
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FUND APPROPRIATION

ROAD FUND

Materials & Services	\$	115,271
Capital Outlay		260,000
Contingency		10,900
Reserves		68,000

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TOTAL ROAD FUND APPROPRIATION	\$	454,171
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DEBT SERVICE

Principal Payment - Sewer	\$ 148,000
Interest Payment - Sewer	109,718
Unappropriated Ending Fund Balance	53,240
Principal Payment - Water	85,000
Interest Payment - Water	29,690
Unappropriated Ending Fund Balance	65,670

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TOTAL DEBT SERVICE APPROPRIATION \$ 491,318

STREET LIGHTING FUND

Materials & Services	\$ 112,236
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TOTAL STREET LIGHTING FUND \$ 112,236

APPROPRIATION

SPECIAL ASSESSMENT FUNDS

LID #2 & #3 FUND

Principal Payment	\$ 50,000
Interest Payment	42,005
Unappropriated Ending Fund Balance	57,401

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TOTAL LID #2 & #3 APPROPRIATION \$ 149,406

WILSONVILLE ROAD/BOECKMAN CREEK BRIDGE LID #6 FUND

Principal Payment	\$ 25,000
Interest Payment	35,000
G. O. Warrants	875,000
Contingency	54,572

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TOTAL WILSONVILLE ROAD/BOECKMAN  
CREEK BRIDGE LID #6 APPROPRIATION \$ 989,572

CITY CENTER LOOP ROAD LID #5 FUND

Materials & Services	\$	10,000
Capital Outlay		1,490,000
Principal		80,000
Interest		143,170
Contingency		27,366

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TOTAL CITY CENTER LOOP ROAD	\$	1,750,536
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LID #5 APPROPRIATION

KINSMAN ROAD LID #4

Materials & Services	\$	1,500
Principal Payment		25,000
Interest Payment		67,175
Unappropriated Ending Fund Balance		109,365

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TOTAL KINSMAN ROAD LID #4	\$	203,040
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APPROPRIATION

BOBERG ROAD RECONSTRUCTION LID #7

Materials & Services	\$	8,000
Capital Outlay		1,050,000
Principal Payment		40,000
Interest Payment		60,000
Contingency		3,422

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TOTAL BOBERG ROAD RECONSTRUCTION	\$	1,161,422
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LID #7 APPROPRIATION

<u>PARKWAY AVENUE/ELIGSEN ROAD LID #9</u>		
Materials & Services	\$	1,500
Capital Outlay		85,000
Principal Payment		85,000
Interest Payment		94,525
Unappropriated Ending Fund Balance		55,975

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TOTAL PARKWAY AVENUE/ELIGSEN ROAD LID #9 APPROPRIATION \$ 322,000

<u>CAPITAL PROJECTS FUND - CITY HALL</u>		
Capital Outlay	\$	87,000
Contingency		

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TOTAL CAPITAL PROJECTS FUND - CITY HALL APPROPRIATION \$ 87,000

<u>FLEET SERVICE FUND</u>		
Materials & Services	\$	65,650
Capital Outlay		48,800
Transfers to Other Funds		5,000
Reserves		21,597

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TOTAL FLEET SERVICE FUND APPROPRIATION \$ 141,047

<u>COMMUNITY CENTER</u>		
Materials & Services	\$	36,842
Contingency		11,170

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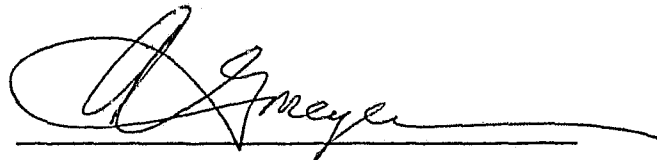
TOTAL COMMUNITY CENTER APPROPRIATION \$ 48,012

GRAND TOTAL \$11,612,876



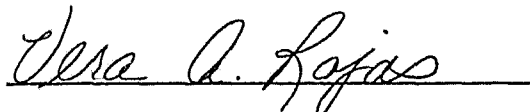
BE IT FURTHER RESOLVED that the City Recorder certify to the County Clerk, County Assessor of Clackamas and Washington Counties, Oregon, and the Department of Revenue in Salem, Oregon, the tax levy made by the resolution and shall file with them a copy of the budget as finally adopted.

ADOPTED by the Wilsonville City Council at a regular meeting thereof this 16th day of June, 1986, and filed with the Wilsonville City Recorder this same date.

A handwritten signature in cursive script, appearing to read "A. G. Meyer", written over a horizontal line.

A. G. MEYER, Mayor

ATTEST:

A handwritten signature in cursive script, appearing to read "Vera A. Rojas", written over a horizontal line.

VERA A. ROJAS, City Recorder

TO: HONORABLE MAYOR AND CITY COUNCIL  
FROM: PETE WALL, CITY ADMINISTRATOR  
SUBJECT: BUDGET ADJUSTMENTS FOR ADOPTION  
DATE: JUNE 13, 1986

This memo will detail recommended budget adjustments which need to be made. Each adjustment will be specified by line item with a brief explanation of why the adjustment is necessary.

GENERAL FUND

1. Page 2, Line Item 4601100, Miscellaneous Revenue From \$300 to \$2,800 - To account for anticipated Employee Wellness Program Grant from the League of Oregon Cities in the amount of \$2,500.
2. Page 12, Line Item 6060100, Special Programs from \$2,500 to \$5,000 to account for same as above.
3. Page 12, Line Item 6080100, Travel Expense from \$500 to \$2,500 - City Administrator Moving Expenses - Move scheduled July 3rd in new fiscal year. (Hooray!)
4. Page 16, Line Item 5110034, Planning Director from \$29,689 to \$30420 - To account for actual expected salary for new Planning Director.
5. Page 16, Line Item 5130000, Overtime from \$500 to \$2,500 - To account for dropped number in original budget.
6. Page 71, Line Item 69057000 - from \$11,000 to \$4,000 - Staff decision to reduce outside maintenance expenses (Tualatin Fire District).
7. Page 71, Line Item 6079000 - from \$15,000 to \$12,000 - To account for lower gasoline expenses based on 1985-86 actual expenses and lower gasoline prices.

8. The following adjustments are made based on updated expectations which are made on actual budget expenditures and revenues through the end of May. In all cases, the increased or decreased revenues were balanced by increasing or reducing contingencies, unappropriated, transfers or future reserves. As a result, none of these changes will affect any actual expenditures approved by the Budget Committee.

<u>PAGE</u>		<u>LINE ITEM</u>	<u>FROM</u>	<u>TO</u>
1		4050000	\$115,000	\$150,000
18		4050000	60,000	20,000
21		9101130	142,167	102,167
22		4050000	165,000	25,000(1)
22		4401000	10,000	2,000
22		9101100	175,000	27,000
24		4900120	142,167	102,167
24		9210000	250,167	210,167
26		4050000	150,000	90,000
26		9101230	198,670	138,670
32		4900110	198,670	138,670
33		9219960	308,670	248,670
34		4050000	500	9,500
37	New	9101000	-0-	9,000
38	New	4900100	-0-	9,000
38		9219960	7,000	16,000
40		4050000	160,000	40,000
41	New	8801000	-0-	15,106(2)
41	New	8802000	-0-	10,560
41		9219960	172,838	27,172

FOOTNOTES: (1) This lower amount is due to the sewer project being started in the present fiscal year, thereby depleting our carry-over for next year.

(2) These new line items are necessary to make city's payment on LID #9.

CITY OF



# Wilsonville

30000 S.W. Town Center Loop E  
P.O. Box 220 / Wilsonville, Oregon 97070-0220  
503 / 682-1011

## MEMORANDUM

**DATE:** JUNE 11, 1986

**TO:** PETE WALL  
CITY ADMINISTRATOR

**FROM:** LARRY R. BLANCHARD  
PUBLIC WORKS DIRECTOR *Larry R. Blanchard*

**SUBJECT:** FLEET SERVICES

The Fleet Services Fund was developed in 1982-83 Budget Year to cost effectively provide maintenance for the City's equipment. Previously each piece of equipment was owned and maintained by each fund. For example, the General Fund owned and maintained two cars and two tractors and mowers. Each Department Supervisor was responsible for the maintenance of each piece of equipment through whatever method they desired.

As the fleet grew it was apparent that standard maintenance was not being performed according to normal preventative maintenance techniques. This prompted the development of a Fleet Services Management Program Fund. Wilsonville is one of the few Cities which has a Fleet Services Fund.

The original transfer of equipment to the fleet services fund was accomplished over a 2 year period and required some maintenance for heavy equipment items to still be completed in each fund. The entire fleet has only been in the Fleet Budget for 1984-85 and 1985-86.

Man hour allocations for Fleet Services have not changed drastically over the past three years; however, the involvement by the Tualatin Rural Fire District has been reduced. This reduction is due to the increase in the fire districts maintenance need and the inability to reduce the amount of time spent on a piece of equipment. Presently the Fire District

requires the City to leave a vehicle from one to three days for routine maintenance. Staff then determined it was easier and more cost effective to perform maintenance themselves.

Below I have listed man hour allocations for preventative maintenance fleet service for 1984-86, 1985-86, and 1986-87. These man hour allocations are for Public Works staff only, Finance and Administration costs must be added.

FLEET MAN HOUR ALLOCATION (P.W. ONLY)

<u>Personnel</u>	<u>1984-85</u>	<u>1985-86</u>	<u>1986-87</u>
Larry R. Blanchard	150	114	50
Jim Long	350	395	198
Tom Barthel	100	117	
Steve Munsterman	250	50	30
Utility Worker II	350	263	40
Margo Dillinger	200	200	92
Dave McKay		950	1528
Bob House			30
Utility Worker I			20
Rick Gemeinhardt			300
	<u>1400 hrs</u>	<u>2089 hrs</u>	<u>2288 hrs</u>

It is the Public Works Department opinion that the City's maintenance costs are lower than other jurisdictions which utilize the same preventative maintenance technique. Research indicates that the hourly rate charge for other municipalities ranges from \$24 - \$34 per hour. Presently the overall personnel costs average \$15.00 per hour including overhead. The City is also allowed discounts for parts due to its municipal status.

The total Budget for 1985-86 was \$134,146. The proposed Budget for 1986-87 is \$141,047. Some adjustments were made to reflect some duplications in line items and lower fuel costs for 1986-87. However, I believe an additional reduction in the budget would reduce the service level required for fleet maintenance. Only time would tell the affect of deferring maintenance. The Fleet Fund is already showing signs of tapering of costs. Our replacement program which has been building funds over the past four years will be used this year for replacing some fleet equipment.

Hopefully this information will assist you in analysis of the City's fleet maintenance program. Staff has gone through the exercise each year to determine that our maintenance needs are being met for the least cost. I hope before any drastic cuts are made in the Fleet Fund that staff is given the opportunity to report the affect this cut may have.

Thank you.

cc: Internal - Fleet Services  
Larry R. Blanchard