

RESOLUTION NO. 845

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

BE IT RESOLVED that the Wilsonville City Council hereby adopts the budget in a total amount of \$21,170,204 for the fiscal year of 1991-92.

BE IT FURTHER RESOLVED by the Wilsonville Council that:

1. The Wilsonville City Council hereby levies taxes provided for in the budget adopted in paragraph one (1) of the resolution in the aggregate amount of one million, one hundred thirty six thousand, four hundred seventy nine dollars (\$1,136,479).

2. Of this amount, Debt Service Fund tax is 308,680, the Tax Base apportioned to the General Fund is \$543,923 and the tax rate serial levy apportioned to the General Fund is \$283,876.

3. 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, 1991.

BE IT FURTHER RESOLVED that the amounts for the fiscal year beginning July 1, 1991 and for the purposes shown are hereby appropriated.

GENERAL FUND

Administration	\$308,950
Finance	\$198,950
Library	\$279,000
Non Departmental	\$1,102,465
Building	\$299,173
Community Center	\$58,054
Planning	\$295,795
Parks & Recreation	<u>\$477,528</u>
TOTAL GENERAL FUND APPROPRIATION	\$3,019,915
Unappropriated	<u>\$404,073</u>
TOTAL GENERAL FUND	\$3,423,988

SEWER OPERATING FUND

Personnel Services	\$231,350
Materials, Supplies, and Services	\$448,041
Capital Outlay	\$554,250
Transfers	\$434,000
Contingencies	<u>\$171,859</u>
TOTAL SEWER FUND APPROPRIATION	\$1,839,500

SEWER RESERVE FUND

Capital Outlay	\$511,000
SEWER RESERVE FUND APPROPRIATION	\$511,000
Unappropriated	<u>\$674,000</u>
SEWER RESERVE FUND BUDGET	\$1,185,000

WATER OPERATING FUND

Personnel Services	\$179,850
Materials, Supplies and Services	\$305,839
Capital Outlay	\$37,500
Transfers	\$571,170
Contingencies	<u>\$309,641</u>
TOTAL WATER OPERATING FUND APPROPRIATION	\$1,404,000

WATER CONSTRUCTION FUND

Capital Outlay	\$2,050,000
Contingencies	<u>\$10,000</u>
TOTAL WATER CONSTRUCTION APPROPRIATION	\$2,060,000

WATER RESERVE FUND

Debt Service	\$204,470
Reserve for Future Projects	<u>\$550,200</u>
TOTAL WATER RESERVE FUND APPROPRIATION	\$754,670

PARKS & RECREATION RESERVE FUND

Capital Outlay	\$500,000
Contingencies	<u>\$125,000</u>
TOTAL PARKS & REC RESERVE FUND APPROPRIATION	\$625,000

SYSTEMS DEVELOPMENT FUND

Capital Outlay	\$500,000
Debt Service	\$82,296
Contingencies	<u>\$3,704</u>
TOTAL SYSTEMS DEVELOP. FUND APPROPRIATIONS	\$586,000

ROAD FUND

Personnel Services	\$120,600
Materials, Supplies and Services	\$568,580
Capital Outlay	\$5,500
Contingencies	<u>\$57,320</u>
TOTAL ROAD FUND APPROPRIATIONS	\$752,000

DEBT SERVICE FUND

Debt Service	\$557,646
TOTAL DEBT SERVICE APPROPRIATION	\$557,646
Unappropriated	<u>\$1,004,079</u>
TOTAL DEBT SERVICE BUDGET	\$1,561,725

STREET LIGHT FUND

Materials, Supplies and Service	\$214,115
Contingencies	<u>\$10,885</u>
TOTAL STREET LIGHT APPROPRIATION	\$225,000

LID #2 AND #3 FUND

Debt Service	<u>\$94,838</u>
TOTAL LID #2 & #3 APPROPRIATION	\$94,838

LID #4 FUND

Debt Service	\$97,607
TOTAL LID #4 FUND APPROPRIATION	\$97,607
Unappropriated	<u>\$479,753</u>
TOTAL LID #4 FUND BUDGET	\$577,360

LID #5 FUND

Debt Service	\$178,623
TOTAL LID #5 FUND APPROPRIATION	\$178,623
Unappropriated	<u>\$478,334</u>
TOTAL LID #5 FUND APPROPRIATION	\$656,957

LID #7 FUND

Debt Service	\$62,265
TOTAL LID #7 FUND APPROPRIATION	\$62,265
Unappropriated	\$379,091
TOTAL LID #7 FUND BUDGET	\$441,356

LID #9 FUND

Debt Service	\$190,173
TOTAL LID #9 FUND APPROPRIATION	\$190,173
Unappropriated	<u>\$561,821</u>
TOTAL LID #9 FUND BUDGET	\$751,994

LID #10 FUND

Capital Outlay	\$1,376,410
Contingency	<u>\$110,160</u>
TOTAL LID #10 APPROPRIATION	\$1,486,570

CAPITAL PROJECTS/CITY BUILDINGS FUND

Capital Outlay	\$10,000
Contingencies	\$50,000
Reserve for Future Projects - City Buildings	\$50,000
Reserve for Future Projects - Library	<u>\$360,000</u>
TOTAL CAPITAL PROJ./CITY BLDGS. APPROPRIATIONS	\$470,000

FLEET SERVICE FUND

Personnel Services	\$49,000
Materials, Supplies and Services	\$151,768
Capital Outlay	\$87,630
Contingencies	\$7,298
Reserve for Future Projects	<u>\$12,000</u>
TOTAL FLEET SERVICE FUND APPROPRIATIONS	\$307,696

COMMUNITY DEVELOPMENT DEPARTMENT

Personnel Services	\$350,100
Materials, Supplies and Services	\$190,943
Capital Outlay	\$55,200
Contingencies	<u>\$30,307</u>
TOTAL COMMUNITY DEVELOP. DEPT APPROPRIATION	\$626,550

TRANSIT FUND


Personnel Services	\$83,100
Materials, Supplies and Services	\$315,504
Capital Outlay	\$154,000
Transfers to General Fund	\$15,000
Transfers to Road Fund	\$200,000
Contingencies	\$222,396
Reserve for Future Projects	<u>\$350,000</u>
TOTAL TRANSIT DEPARTMENT APPROPRIATION	\$1,340,000

BE IT FURTHER RESOLVED that City staff 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 special meeting thereof this 27th day of June, 1991, and filed with the Wilsonville City Recorder this same date.


GERALD A. KRUMMEL, Mayor

ATTEST:


VERA A. ROJAS, CMC, City Recorder

SUMMARY of Votes:

Mayor Krummel	<u>AYE</u>
Councilor Chandler	<u>AYE</u>
Councilor Carter	<u>AYE</u>
Councilor Lehan	<u>AYE</u>
Councilor Van Eck	<u>AYE</u>


MEMORANDUM

FINANCE DEPT

City of
WILSONVILLE
in OREGON

30000 SW Town Center Loop E • PO Box 220
Wilsonville, OR 97070
(503) 682-1011

TO: HONORABLE MAYOR AND CITY COUNCIL

FROM: RAY SHORTEN, FINANCE DIRECTOR 

DATE: JUNE 27, 1991

**RE: PROPOSED CHANGES PRIOR TO ADOPTION
OF 1991-92 BUDGET**

Before you this evening, for your final approval and adoption, is the budget document for fiscal year 1991-92. The middle column on the right hand side of the document represents the amounts approved by the Budget Committee. The far right hand column of the document represents the amounts presented for your approval and are identical to the "approved" column with the following exceptions:

1. The working capital carry-over figures (line item #4050000) in each fund has been re-examined to reflect the most current amounts available for carryover to FY 1991-92. In the event that the amounts were adjusted, the contingency line item (#9210000) or the unappropriated line item (#9221000) were adjusted accordingly.
2. Line item # 100-00-4900250, *Transfer From Urban Renewal* has been reduced for \$50,000 to \$0, since no repayment from Urban Renewal funds is anticipated for FY 1991-92. A corresponding adjustment has been made to line item #100-25-9221000, *General Fund Unappropriated*, to balance this entry.
3. Line item #100-45-5100005, *City Serv/Secretary/Receptionist*, has been increased by \$3,060.00 and the various benefits associated with this increase has been adjusted by \$1,040.00. The necessity of this increase is explained in the attached memo from Deb Bleser, Parks and Recreation Director. To balance this adjustment, line item #100-25-9221000, *General Fund Unappropriated*, has been reduced by \$4,100.

These are the only changes I am recommending to the previously approved budget and with these changes I recommend its adoption.

City of
WILSONVILLE
in OREGON

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TO: RAY SHORTEN, FINANCE DIRECTOR

FROM: DEBORAH BLESER, PARKS & RECREATION DIRECTOR *DBleser*

SUBJECT: REVISED BUDGET PROPOSAL FOR A PARKS & RECREATION
SECRETARIAL POSITION

DATE: JUNE 19, 1991

The Parks & Recreation Department has expanded to the point of requiring a full-time secretary. This personnel issue was recognized during the 1991-92 budget proposal preparation. As department head I submitted a proposed allotment of \$17,400 for a full-time secretary/receptionist. This figure was based on the existing half time clerical position which is a level 4.

In May 1991 when the two-year tax levy was passed by the voters, Mike Kohlhoff, acting City Manager, authorized the recruitment of a new, full time department secretarial position. Dee Thom, Administrative Assistant, and myself began to identify the primary duties and responsibilities which would be required of this employee. The duties and responsibilities listed in the Parks and Recreation Secretary job description clearly falls within the level 6 salary schedule.

Therefore, I am requesting that an additional \$4,100 be allocated to the Parks and Recreation Department budget under the Personnel Services category, specifically the City Service/Secretary/Receptionist line item. I understand that this request must be approved by City Council on June 27, 1991 during the final 1991-92 budget adoption. I will not be attending that meeting since I will be on vacation. Mike Kohlhoff is aware of this request and can answer any questions the Mayor and City Council may have.

Ray, if I may clarify any of your questions, please don't hesitate to ask me. I will be leaving on vacation beginning June 24, 1991.

cc Mike Kohlhoff, Acting City Manager
cc Dee Thom, Administrative Assistant