



Annual Budget
For Fiscal Year 2021-2022



**BUDGET CALENDAR
2021-2022 BUDGET**

DISTRICT	City of Drain
BUDGET OFFICER	Steve Dahl
CHAIRMAN OF BUDGET COMMITTEE	Justin Cobb
VICE CHAIRMAN OF BUDGET COMMITTEE	Tim Addison
SECRETARY OF BUDGET COMMITTEE	Barbara Evans
NEWSPAPER (ORS 193.010)	The Cottage Grove Sentinel

1. Appointment of Budget Committee and/or Budget Officer by governing body..... City Charter
2. Proposed budget and budget message prepared by Budget Officer..... April 24
3. Budget Officer publishes notices of
 - a. First publication of budget committee meeting..... April 15
 - b. Publication of budget committee hearing on revenue sharing..... April 15
 - c. Publication of budget committee meeting on Website – CityofDrain.org..... April 15
4. Budget Committee Meets
 - a. Presentation of budget message and budget document to Budget Committee..... April 24
 - b. Budget Committee hearing on revenue sharing.
 - c. Additional Budget Committee meetings.
5. Budget Committee approves budget..... April 24
6. Two resolutions approved by City Council..... May 10
 - a. Certifying that the City provides four or more municipal services
 - b. Declaring the City’s election to receive state revenues and certifying that a public hearing was held before the Budget Committee.
7. Public hearing held by Governing Body on revenue sharing..... May 10
8. Budget Summary & Notice of Budget Hearing published..... May 6
9. Public hearing held by Governing Body on the budget document approved by the Budget Committee.. May 10
10. Adopting the budget by the Governing Body..... May 10
 - a. Adoption of the budget by resolution of the Governing Body, which makes appropriations, levies and categorizes taxes.
11. Certify levy to Assessor (LB 50) no later than July 15..... June 21
 - a. Send two copies of the resolution adopting the budget document and two copies of a complete LB-50 to the County Assessor.
12. County Clerk..... June 21
 - a. One copy of the complete budget document is delivered to the County Clerk.

City of Drain
2021-2022 Budget Committee

Mayor Justin Cobb

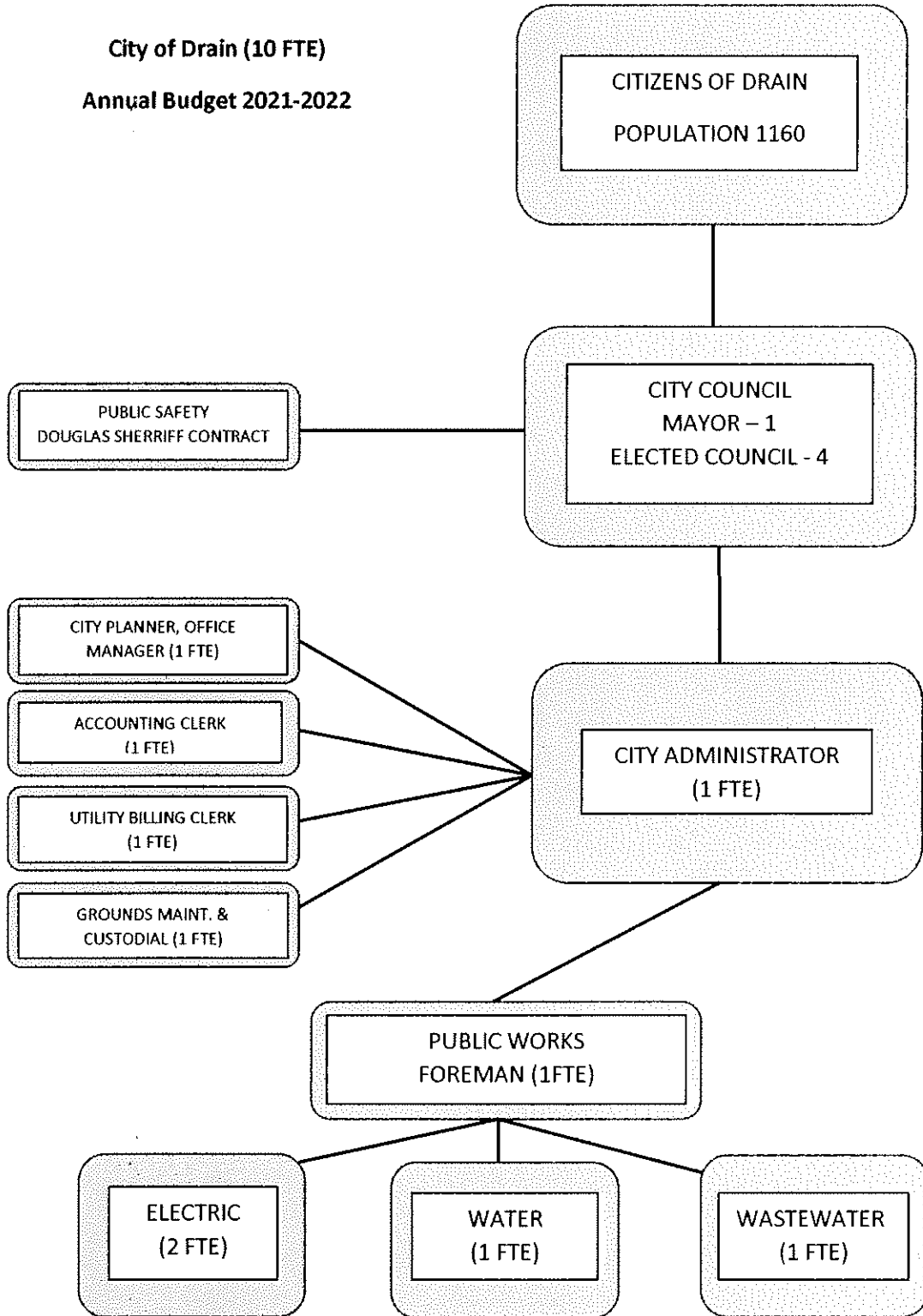
Council Members	Barbara Evans	2 years	3/08/21-12/31/22
	Tim Addison	4 years	1/14/19-12/31/22
	Jo Barker	4 years	1/11/21-12/31/24
	Erin Sparhawk	4 years	1/11/21-12/31/24

Citizen Committee Members	Kathy Spenser	3 years	4/11/20-12/31/23
	Laurie Fox	3 years	1/01/19-12/31/22
	Rick Savage	3 years	4/12/21-12/31/24
	Flip Pennington	3 years	4/12/21-12/31/24

Budget Officer Steve Dahl, City Administrator



City of Drain (10 FTE)
Annual Budget 2021-2022



NOTICE OF MEETING OF THE CITY OF DRAIN

BUDGET COMMITTEE

**SATURDAY, APRIL 24TH 2021, 1:00 P.M.
COMMUNITY HALL - DRAIN CIVIC CENTER
205 WEST "A" AVENUE
TELEPHONE: (541) 836-2417**

A public meeting of the Budget Committee of the City of Drain, Douglas County, State of Oregon, to discuss the budget for the fiscal year July 1, 2021 to June 30, 2022, will be held in the Community Hall, of the Drain Civic Center, 205 West "A" Avenue, Drain, Oregon. The meeting will take place on the 24th day of April at 1:00 p.m. The purpose of this meeting is to receive the budget message and to receive comment from the public on the budget. A copy of the budget document may be inspected or obtained on or after May 3rd at Drain City Hall, 431 Payton Avenue, Drain, Oregon, between the hours of 8:30 a.m. and 4:00 p.m.

This is a public meeting where deliberation of the Budget Committee will take place. Any person may appear at the meeting and discuss the proposed programs with the Budget Committee.

Steve Dahl
Budget Officer
City Administrator
City of Drain, Oregon
www.cityofdrain.org

Please contact the office of the City of Drain, 431 Payton Avenue, Drain, Oregon, 97435; phone (541)836-2417, at least 48 hours prior to the scheduled meeting time if you need an accommodation in accordance with the Americans With Disabilities Act. TDD users please call Oregon Telecommunications Relay Service at 1-800-735-2900.

PUBLISHED: THE COTTAGE GROVE SENTINEL
POSTED: DRAIN CITY HALL & DRAIN POST OFFICE
WWW.CITYORDRAIN.ORG

**NOTICE OF MEETING OF THE
BUDGET COMMITTEE**

**MEETING ROOM – DRAIN CIVIC
CENTER**

205 WEST "A" AVENUE

APRIL 24th, 2021

1:00 P.M.

TELEPHONE: 541- 836-2417

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Steve Dahl
Budget Officer
City Administrator
City of Drain, Oregon
www.cityofdrain.org

Affidavit of Publication

STATE OF OREGON)

County Of Lane)

I, Gary Manly, being first duly sworn, depose and say that I am the General Manager of the Cottage Grove Sentinel, located at 116 N. 6th St., Cottage Grove, OR 97424, a newspaper of general circulation, as defined by ORS 193.010. and 193.020, printed and published Cottage Grove in the aforesaid county and state that:

NOTICE OF MEETING OF THE
BUDGET COMMITTEE
MEETING ROOM – DRAIN CIVIC CENTER
205 WEST "A" AVENUE
APRIL 24th, 2021
1:00 P.M.
TELEPHONE: 541- 836-2417

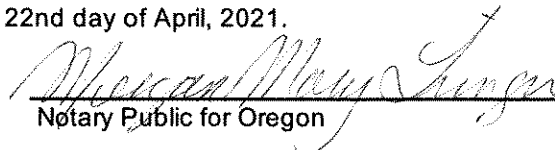
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A printed copy of which hereto annexed, was published once a week in the legal section of the entire issue(s) of said paper April 15, 2021, and April 22, 2021.



Gary Manly, General Manager

Personally appeared before me the above named Gary Manly,
in the State of Oregon, County of Lane, and swore that the above
facts of the Affidavit of Publication are true on the 22nd day of April, 2021.



Notary Public for Oregon



FORM LB-1

NOTICE OF BUDGET HEARING

A public meeting of the City of Drain will be held on May 10, 2021 at 7:00 pm live via Zoom in Drain, Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2021 and ending June 30, 2022, as approved by the City of Drain Budget Committee. A summary of the budget is presented below.

A copy of the budget may be inspected or obtained at Drain City Hall, 431 Payton Avenue, between the hours of 8:30 a.m. and 4:00 p.m. This budget is for an

Contact: Steve Dahl

Telephone: 541-836-2417

Email: city.admin@cityofdrain.org

FINANCIAL SUMMARY - RESOURCES

TOTAL OF ALL FUNDS	Actual Amount 2019-20	Adopted Budget This Year 2020-21	Approved Budget Next Year 2021-22
Beginning Fund Balance/Net Working Capital	6,876,281	4,047,825	4,675,970
Fees, Licenses, Permits, Fines, Assessments & Other Service	2,510,608	2,523,800	2,571,750
Federal, State and all Other Grants, Gifts, Allocations and	606,215	159,774	442,550
Revenue from Bonds and Other Debt	0	18,000	48,000
Interfund Transfers / Internal Service Reimbursements	218,105	254,041	490,500
All Other Resources Except Current Year Property Taxes	395,700	113,985	894,375
Current Year Property Taxes Estimated to be Received	91,189	89,000	90,000
Total Resources	17,358,132	7,204,425	9,213,145

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION

Personnel Services	1,097,214	1,035,795	1,161,954
Materials and Services	1,879,681	2,153,953	3,290,940
Capital Outlay	895,200	114,000	350,000
Debt Service	4,723,980	342,759	308,000
Interfund Transfers	76,041	305,000	535,000
Contingencies	0	2,624,981	707,555
Special Payments	0	0	0
Unappropriated Ending Balance and Reserved for Future Expenditure	8,686,016	627,937	2,859,696
Total Requirements	17,358,132	7,204,425	9,213,145

FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM *

Name of Organizational Unit or Program FTE for that unit or program	Actual Amount 2019-20	Adopted Budget This Year 2020-21	Approved Budget Next Year 2021-22
General Fund - General Government	128,266	104,572	124,904
FTE	1.85	1.20	1.44
Public Works - Electric	530,216	585,310	626,900
FTE	4.01	4.81	6.00
Public Works - Water	155,996	161,420	191,700
FTE	1.02	1.90	1.63
Public Works - Wastewater	282,736	184,493	218,450
FTE	2.59	2.89	1.63
Total Requirements	1,097,214	1,035,795	1,161,954
Total FTE	9	11	11

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING *

PROPERTY TAX LEVIES

	Actual Amount 2019-20	Adopted Budget This Year 2020-21	Approved Budget Next Year 2021-22
Permanent Rate Levy (rate limit 1.5235 per \$1,000)	1.5235 per \$1,000 rate	1.5235 per \$1,000 rate	1.5235 per \$1,000 rate
Local Option Levy	0	0	0
Levy For General Obligation Bonds	0	0	0

STATEMENT OF INDEBTEDNESS

LONG TERM DEBT	Estimated Debt Outstanding on July 1,	Estimated Debt Authorized, But Not Incurred on July 1
General Obligation Bonds	\$0	\$0
Other Bonds	\$0	\$0
Other Borrowings	\$6,632,953	\$0
Total	\$6,632,953	\$0

* If more space is needed to complete any section of this form, insert lines (rows) on this sheet. You may delete blank lines.
150-504-073-2 (Rev. 02-14)

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Contact: Steve Dahl

Telephone: 541-836-2417

Email: city.admin@cityofdrain.org

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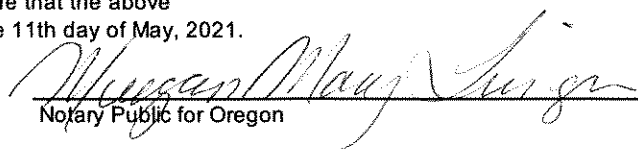
SEE ATTACHED ...

A printed copy of which hereto annexed, was published once a week in the legal section of the entire issue(s) of said paper May 6,, 2021.

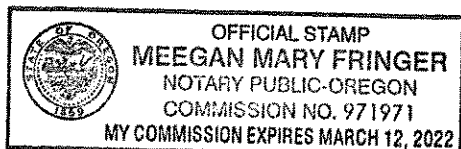


Gary Manly, General Manager

Personally appeared before me the above named Gary Manly, in the State of Oregon, County of Lane, and swore that the above facts of the Affidavit of Publication are true on the 11th day of May, 2021.



Notary Public for Oregon



**PUBLIC NOTICE
CITY OF DRAIN**

STATE REVENUE SHARING

**PROPOSED USE HEARING
SATURDAY, APRIL 24TH 2021, 1:00 P.M.
COMMUNITY HALL - DRAIN CIVIC CENTER
205 WEST "A" AVENUE
TELEPHONE: (541) 836-2417**

The Drain City Council will hold a public hearing on proposed uses for State Revenue Sharing Funds. It will be held on Saturday, April 24, 2021, at 1:00 p.m. All citizens are invited to attend to provide written or oral comments on possible uses for the following funds expected by the City.

State Revenue Sharing Funds

Reappropriated from previous years	\$ 24,451
Anticipated revenues will be	\$ 15,000

	\$ 39,451

Steve Dahl
City Administrator

Please contact the office of the City of Drain, 431 Payton Avenue, Drain, Oregon, 97435; phone (541)836-2417, at least 48 hours prior to the scheduled meeting time if you need an accommodation in accordance with the Americans With Disabilities Act. TDD users please call Oregon Telecommunications Relay Service at 1-800-735-2900.

PUBLISHED: COTTAGE GROVE SENTINEL
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MEETING ROOM – DRAIN CIVIC CENTER
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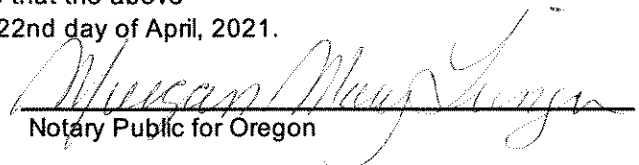
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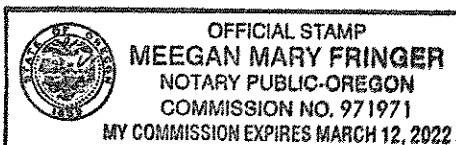
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Gary Manly, General Manager

Personally appeared before me the above named Gary Manly,
in the State of Oregon, County of Lane, and swore that the above
facts of the Affidavit of Publication are true on the 22nd day of April, 2021.



Notary Public for Oregon

**BUDGET COMMITTEE MEETING
APRIL 24, 2021**

**CALL TO ORDER
PRESENT**

Justin Cobb
Tim Addison
Jo Barker
Kathy Spencer
Laurie Fox
Flip Pennington
Rusty Savage

ABSENT

Erin Sparhawk
Barbra Evans

BUSINESS

- 1) Councilor Barker made the motion and Councilor Addison seconded to appoint Justin Cobb as Chairman of the budget committee.
- 2) Committee Person Flip Pennington made the motion and Councilor Tim Addison second the motion to have Rusty Savage as Secretary.
- 3) Committee Person Spencer made the motion and Councilor Barker Seconded the motion to approve the minutes from the June 1, 2020 meeting

All the motions were passed unanimously.

- 4) City Administrator Steve Dahl read the budget message to the Budget Committee
- 5) At 1:17 pm the Committee Chair opened the public hearing on proposed uses for State Revenue Sharing Funds. There were no public comments on the revenue sharing funds.
- 6) Budget Committee went through budget with City Administrator Dahl. There were some suggested changes, but the budget balanced in total and by fund.
- 7) Public hearing closed at 3:07 pm.
- 8) Committee Person Savage made the motion to approve the budget with the approved changes and to approve the tax rate at 1.5235 per thousand. Councilor Tim Addison seconded the motion and it was approved unanimously.

Meeting was called for adjournment at 3:10 pm.

**BUDGET COMMITTEE MEETING
JUNE 4, 2020**

Meeting was called to start at 10:00 am

IN ATTENDANCE

Marilyn Jones
Tim Addison
Jo Barker
Laurie Fox
Kathy Spencer

ABSENT

Justin Cobb
Lenore Burr

BUSINESS

The committee reviewed the budget presented by Administrator Dahl and reviewed the numbers associated with personnel services, state revenue sharing, and the accounting for the finishing up of the waste water treatment plant.

Kathy Spencer made the motion to approve the budget. Marilyn Jones seconded the motion to approve the budget and it was approved unanimously.

Meeting was dismissed at 10:40 am

Notice of Property Tax and Certification of Intent to Impose a Tax, Fee, Assessment or Charge on Property

To assessor of Douglas County

FORM LB-50 2021-2022

Check here if this is an amended form.

• Be sure to read instructions in the Notice of Property Tax Levy Forms and Instruction booklet

The City of Drain District Name has the responsibility and authority to place the following property tax, fee, charge or assessment on the tax roll of Douglas County Name County. The property tax, fee, charge or assessment is categorized as stated by this form.

<u>P.O. Box 158</u> <small>Mailing Address of District</small>	<u>Drain</u> <small>City</small>	<u>OR</u> <small>State</small>	<u>97435-0158</u> <small>ZIP code</small>	<u>May 18, 2021</u> <small>Date</small>
<u>Steve Dahl</u> <small>Contact Person</small>	<u>City Administrator</u> <small>Title</small>	<u>541-836-2417</u> <small>Daytime Telephone</small>	<u>city_admin@cityofdrain.org</u> <small>Contact Person E-Mail</small>	

CERTIFICATION - You **must** check one box if your district is subject to Local Budget Law.

- The tax rate or levy amounts certified in Part I are within the tax rate or levy amounts approved by the budget committee.
- The tax rate or levy amounts certified in Part I were changed by the governing body and republished as required in ORS 294.456.

PART I: TAXES TO BE IMPOSED

		Subject to General Government Limits Rate -or- Dollar Amount	
1. Rate per \$1,000 or Total dollar amount levied (within permanent rate limit)	1	1.5235	
2. Local option operating tax	2	N/A	
3. Local option capital project tax	3	N/A	Excluded from Measure 5 Limits Dollar Amount of Bond Levy
4. City of Portland Levy for pension and disability obligations	4	N/A	
5a. Levy for bonded indebtedness from bonds approved by voters prior to October 6, 2001	5a.	0	
5b. Levy for bonded indebtedness from bonds approved by voters on or after October 6, 2001	5b.	0	
5c. Total levy for bonded indebtedness not subject to Measure 5 or Measure 50 (total of 5a + 5b)	5c.	0	

PART II: RATE LIMIT CERTIFICATION

6. Permanent rate limit in dollars and cents per \$1,000	6	1.5235
7. Election date when your new district received voter approval for your permanent rate limit	7	
8. Estimated permanent rate limit for newly merged/consolidated district	8	

PART III: SCHEDULE OF LOCAL OPTION TAXES - Enter all local option taxes on this schedule. If there are more than two taxes, attach a sheet showing the information for each.

Purpose (operating, capital project, or mixed)	Date voters approved local option ballot measure	First tax year levied	Final tax year to be levied	Tax amount -or- rate authorized per year by voters

Part IV. SPECIAL ASSESSMENTS, FEES AND CHARGES*

Description	ORS Authority**	Subject to General Government Limitation	Excluded from Measure 5 Limitation
1			
2			

*If fees, charges, or assessments will be imposed on specific property within your district, you must attach a complete listing of properties, by assessor's account number, to which fees, charges, or assessments will be imposed. Show the fees, charges, or assessments uniformly imposed on the properties. If these amounts are not uniform, show the amount imposed on each property.

**The ORS authority for putting these assessments on the roll must be completed if you have an entry in Part IV.

RESOLUTION NO. 2021-13

RESOLUTION ADOPTING THE BUDGET

BE IT RESOLVED that the City Council of the City of Drain, hereby adopts the budget for fiscal year 2021-2022. In the total amount of **\$8,151,558**. This budget is now on file at the City of Drain, City Hall, Douglas County, Oregon

RESOLUTION MAKING APPROPRIATIONS

BE IT RESOLVED that the amounts shown below are hereby appropriated for the fiscal year beginning **July 1, 2021** for the following purposes:

GENERAL FUND

Administration/General Fund	\$344,540
Police Services	\$96,000
Civic Center	\$68,715
Cemetery	\$104,400
Parks	\$65,874
Contingency	\$100,000
Total General Fund Appropriations	\$779,529

ELECTRIC FUND

Organizational Unit/Program	\$1,792,900
Police Services	\$ 23,000
Transfers	\$ 96,000
Contingencies	\$ 13,090
Total Electric Fund Appropriations	\$1,924,990

WATER FUND

Organizational Unit/Program	\$333,400
Police Services	\$ 2,800
Debt Service	\$ 97,000
Transfers	\$ 23,000
Contingencies	\$155,808
Total Water Fund Appropriations	\$612,008

WATER REIMBURSEMENT SDC FUND

Organizational Unit/Program	\$ 14,197
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Total Water Reimb. SDC Fund Appropriations \$ 14,197
Water Improvement SDC Fund

Organizational Unit/Program \$ 9,206
Total Water Imprv. SDC Fund Appropriations \$ 9,206

Wastewater Fund

Organizational Unit/Program \$393,450
Police Services \$ 18,500
Debt Services \$211,000
Transfers \$ 36,500
Contingencies \$272,657
Total Wastewater Fund Appropriations \$932,107

Wastewater Reimbursement SDC Fund

Organizational Unit/Program \$ 4,517
Total WW Reimb. SDC Fund Appropriations \$ 4,517

Wastewater Improvement SDC Fund

Organizational Unit/Program \$ 11,100
Total WW Improvement. SDC Fund Appropriations \$ 11,100

Wastewater Facilities Plan Fund

Transfers \$ -0-
Total WW Facilities Plan Fund \$ -0-

Wastewater System Improvement Fund

Organizational Unit/Programs \$ -0-
Total Wastewater System Improvement Fund \$ -0-

Local Improvement District Fund

Organizational Unit/Programs \$ 11,100
Total Improvement District Fund \$ 11,100

STREET FUND

Organizational Unit/Programs \$572,822
Total Street Fund \$572,822

Special City Allotment Fund

Organizational Unit/Programs	\$ -0-
Total Special City Allotment Fund	\$ -0-

Economic Development Revolving Loan Fund

Organizational Unit/Program	\$599,774
Total Economic Development Revolving Loan Fund	\$599,774

Housing Rehabilitation and Down Payment Assistance Fund

Organizational Unit/Program	\$121,948
Total H.R and D.P. Assistance Fund	\$121,948

Cemetery Perpetual Care Trust Fund

Transfers	\$1,000
Total Cemetery Perpetual Care Trust Fund	\$1,000

Revenue Sharing-State Fund

Transfers	\$ 20,000
Total Revenue Sharing-State Fund	\$ 20,000

Office Equipment Fund

Organizational Unit/Program	\$ 22,776
Total Office Equipment Fund	\$ 22,776

Reserve Fund – Capital Projects

Transfers	\$235,000
Total Reserve Fund – Capital Projects	\$235,000

Total Appropriations, All Funds	<u>\$6,475,546</u>
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Total Unappropriated Amounts All Funds	<u>\$ 685,924</u>
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Total Adopted Budget	<u>\$7,161,470</u>
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RESOLUTION IMPOSING THE PROPERTY TAX

BE IT RESOLVED that the following ad valorem property taxes are hereby imposed upon the value of all taxable property within the district for tax year 2021-2022:

- 1) At the rate of \$1.5235 per \$1,000 of assessed value for permanent rate tax.

RESOLUTION CATEGORIZING THE TAX

BE IT RESOLVED that the taxes imposed are hereby categorized for purposes of Article XI section 11b as:

SUBJECT TO THE GENERAL GOVERNMENT LIMITATIONS

Permanent Rate Tax.....\$1.5235/\$1,000

EXCLUDED FROM LIMITATION

General Obligation Bond Debt Service\$0.00

APPROVED by the Mayor this 10th day of May 2021



Justin Cobb, Mayor



Steve Dahl, City Administrator

CITY OF DRAIN

Gateway to the Pacific Coast

The Budget Committee is being presented the 2021-2022 Budget for the fiscal year beginning July 1, 2021. The City of Drain's budget is prepared in accordance with the modified accrual basis of accounting for the general and special revenue funds and the accrual basis of accounting for the enterprise funds. Budget and legal requirements are set forth in the Oregon Local Budget Law ORS 294.305 to 294.565.

We are presenting 15 active funds this year and the proposed budget for the fiscal year beginning July 1, 2021 is balanced by fund(s) and in total. This budget complies with Measure 50 requirements with only three percent (3%) annual increase in the assessed property values. The tax rate is set at 1.5235 per thousand dollars of assessed value, and the maximum levy to be collected is \$92,457.81. However, the amount budgeted to be received is less to allow for non-collectable.

In the **General Fund**, the beginning fund balance is somewhat lower. Property taxes have the annual 3% increase. Due to satellite TV, cell phones, and the rise of steaming services the franchise fees for cable and land lines remain about the same. The in-lieu-of-tax from the utilities are 5% for water 5% for waste water and 6% for electricity. The liquor tax revenue has stayed about the same and the cigarette tax has declined over previous years. We have seen a plateau in regard to special fees, but have seen an increase in government spending due to COVID. We are also seeing increases in revenue due to selling of timber from City owned properties.

Personnel Services costs have increased due to wage adjustments. Also, we've made some adjustments in the line item amounts in Materials & Services to reflect our actual expenditures from the previous year and we've combined some of the line items to comply with the auditing requirements to downsize the number of line items and funds. Public Safety (police services) costs have increased 3% from last year.

The City has also added a new line items in the General Fund under revenue to show the revenue coming into the City due to logging and federal government grants. The City also added a timber section under the general fund to better demonstrate the costs associated with harvesting timber.

The City is also applying for a grant from the Oregon Parks Department to help pay for a fence at the North Cemetery. With the appropriate spending authority in the ~~Cemetery~~ requirement section of the General Fund. If the City does not receive the grant, it will not do the project.

The **Revenue Sharing Fund** is additional money we receive from the state. In the past, the city has used this fund for parks improvements, equipment purchases & repairs, wastewater collection system improvements, covered bridge repairs and set aside money in reserve for future city hall construction. This year, staff is recommending \$2,000 for city hall and \$18,000 transferred out to the Civic Center. The expenditures require two Public Hearings and a Resolution adopted by Council.

The **Street Fund** is money we receive from state highway taxes and is used for various street improvement projects. Money from the Street Fund was used last fiscal year to put in the flashing

crosswalk light on First Avenue and changing out the street lights to high energy efficient bulbs. In the 2021-2022 fiscal year the City is suggesting that \$205,000 be transferred from the reserve fund to the street fund to combine with the \$100,000 Small City Allotment grant to redo Applegate Avenue. This is not approving the project it is just providing the funds if the Council wants to move forward with the complete project.

The **Electric Fund** beginning fund balance increased slightly. The sale of electricity is up because of a price increase last fiscal year. We are also receiving our pole attachment fees. Personnel Services costs have increased due to wage adjustments. At the request of the Council, I have also added in a full-time lineman into the personnel costs, although at this time the City does not intend to hire another lineman. The line items in Materials & Services and Capital Outlay are increasing due to the completion of the Electric Utility Masterplan and the start of implementing the plan.

The Bonneville Power Administration plans to increase both transmission and wholesale power this coming fiscal year at a combined one percent (1%). City Council has historically passed the BPA rate increases on to the customers, however this year the increase will not have a harmful effect on the cost of electricity and there are no plans to raise the current electric rate.

The **Water Fund** beginning fund balance actual was lower than last year. The City allowed customers who had lost their jobs or had their hours cut back because of the COVID virus more time to make payments or create "loan" accounts where they are paying costs accrued when they were unemployed back to the City overtime. The City revenue is forecasted to be higher because of a price increase approved by the City Council. Personnel Services costs have increased because of the new union contract and increases involved in raising personnel costs. In Materials & Services and Capital Outlay most line items remain the same. The City is also rebuilding its reserve funds for some larger water projects in the future, such as replacing a cement water line and intake pumps at the water plant.

The **Wastewater Fund** reflects a decrease in beginning fund balance. The City Council approved a price increase in waste water to help cover increased costs in personnel and inflationary pressures. Most of the other line items remain the same, with the exception of Capital Outlay and Debt. The Capital Outlay increase is to begin to solve some sewer line issues. Such as the sewer issue round Cedar and Highway 38. Also, the City has to change some equipment at the Waste Water Treatment Plant to meet new requirements for our DEQ permit.

The **Wastewater System Improvements Fund** was established for sewer improvement projects including collection system and treatment facility upgrades. The City completed construction of a new \$7.9 million sewer treatment facility. This fund is basically inactive and will go away when it is allowed to though state law.

The **Local Improvement District Fund (LID)** was established by ordinances several years ago for anticipated transactions on the Cemetery Road sewer line extension. The City, developer and benefiting property owners participated in the project (new sewer line). However, one property owner still owes for these improvements. The amount will carry forward until its' paid.

The **Reserve Fund** interest rate and beginning fund balance are slightly higher. This is because of the interest received by the City in the State Account. Several years ago, we set up new line items for construction of a new city hall and cemetery memorials. We have allocated a small percentage of annual state revenue funds towards future construction of a new city hall and setting aside reserve funds from the cemetery fund for memorial improvements in the cemeteries.

As mentioned in the Street Account I am recommending the transfer of \$205,000 in the budget to complete the road project on Applegate.

The **Office Equipment Replacement Fund** was established to ensure sufficient funds for future replacement of office equipment such as the copy & fax machines, printers, computers, and postage machine. These items have only a five-year life span and we wish to be proactive on purchases of these items. Materials & Services are for items under \$5,000 and Capital Outlay is for items over \$5,000 in value.

The City has been actively working with technology to provide its citizens with safe ways to partake in City Council meetings. This has led the City to purchase Microsoft Surface Pro's for the Council and set up ways for citizens to partake of Council meetings online.

The **Economic Development Revolving Loan Fund** currently has two outstanding loans. A \$350,000 loan directly to Coos Curry Douglas Development Corporation (CCD) for business loans within the three-county area and an approved loan of \$230,000 for a local company. Two years ago, CCD began paying both interest and principal on their loan. From the earned interest, the City has set aside some money for future economic development projects. The City now has about \$270,000 available for new loans.

The **Housing Rehabilitation & Assistance - City Fund** provides funding for housing rehab and down payment assistance for patrons within Drain city limits. The City is currently looking for an organization to partner with to be able to start offering these funds out to the community.

The **Cemetery Fund** beginning fund balance remains the same. We continue to receive interest from a long-term certificate of deposit (CD) that was previously initiated. A small portion of money is being transferred out to the reserve fund for future cemetery memorials. City Council approved an agreement with Lund Cemeteries on a public-private partnership for installation of a Columbarium in the East Cemetery for cremations, thus giving citizens another option.

The **Water Reimbursement SDC Fund and Water Improvement SDC Fund** were adopted by City Council for system development charges to new property and housing developments. The reimbursement money can only be spent on capital improvement projects and the improvement money can only be spent on capacity increasing capital improvements. None of this money can be spent on operations or routine maintenance costs with exception of 2% allocated for administrative fees.

The **Budget Committee** continues to be faced with many challenges. City Council must continue with small incremental rate increases in the utility funds (electric, water & sewer) to keep up with inflation, personnel services, insurance and other operating costs. The County, State and Federal agencies have historically decreased or no longer provide funding to small cities and State

intergovernmental revenues are slowly declining, because of the COVID virus Federal one-time payments to offset lost revenue, provide for increase COVID safety within communities, and infrastructure projects have increased.

The total budget is about \$8.1 million. Included are \$5 million in active operating funds and \$3.1 million in various other funds. The actual budget remains about the same as previous years.

Copies of the budget document, may be inspected by interested persons, at the office of the City of Drain, 431 Payton Avenue, Drain, Oregon - Monday through Friday, from 9:00 a.m. to 4:30 p.m.

Steve Dahl, City Administrator



City of Drain – Budget & Fund Information

1. What is a budget?

- A. A legal document making lawful appropriations that give the City the authority to spend public money.
- B. A financial plan for the City that is based on estimates of revenues and expenditures for one fiscal year.
- C. An internal control mechanism referenced by City Auditors.
- D. A policy document funding the plans and priorities of the City.
- E. A public communications document expressing the City's goals to the citizens.

2. Local budget law – who makes the rules?

State of Oregon (ORS 294.305 – 294.565)

- A. Establishes standard procedures
- B. Outlines programs and fiscal policies.
- C. Requires estimates of resources and expenditures.
- D. Controls expenditures of public funds.
- E. Encourages citizen involvement.

3. What is the budget process?

- A. The Budget Officer (City Administrator) prepares the city budget in consultation with the Accounting Clerk and City Staff.
- B. The Budget Committee reviews, revises (if necessary), approves the budget and refers the budget to City Council.
- C. The City Council holds a public hearing, makes further revision (if necessary) and adopts the budget.
- D. The adopted budget is the City's legal document to make appropriations and levy taxes.

4. **What is a Budget Committee?**

- A. The Budget Committee consists of City Council and an equal number of citizen appointees.
- B. A Budget Committee member is any qualified voter of the City appointed by City Council, **except** officers, agents or employees of the City.
- C. Budget Committee members cannot receive any compensation for serving as committee members.
- D. The primary role of the Budget Committee is to hear the Budget Message, hold public hearings, accept public comments or input, review & discuss the proposed budget, make revisions to the budget and approve the tax dollar amount.

5. **What is the Budget Committee process?**

- A. All Budget Committee meetings are subject to Public Meetings law.
- B. A quorum is required to conduct business.
- C. The Committee may request and receive additional information from staff.
- D. A majority is required to take action.

6. **Property Taxes?**

The Oregon Constitution places limits on property tax collections.

- A. Measure 5 – Passed in 1990, limits the combined tax collection by general governments to \$10 per \$1,000 of assessed value. Note: if combined rates of all general jurisdictions exceed \$10, local option taxes are the first to be compressed, followed by the permanent rate taxes.
- B. Measure 50 – Passed in 1997, limits growth in assessed value to no more than 3% per year for existing property.
- C. Oregon law allows local governments to levy three types of property taxes; permanent rate levy, local option levy and general obligation bond levy.
- D. Drain's permanent tax rate is set at \$1.5235 per \$1,000 of assessed value. The revenue collected goes directly into the General Fund and the estimated Fiscal Year 2019/2020 is \$87,184.47.

7. **Basis of Accounting.**

Oregon requires each local government to disclose its basis of accounting. Drain uses two basis of accounting.

- A. Modified accrual basis of accounting is used for the general and special revenue (General, Special City Allotment, Streets, etc.) funds, is the basis in which revenues are recognized when they become available and measurable. Expenditures are recognized when they are incurred.
- B. Accrual basis of accounting is used for the enterprise (Electric, Water, Wastewater) funds, and is a method of accounting that recognizes the financial effect of transactions, events, and interfund activities when they occur regardless of the timing of the related cash flow.

8. **City of Drain funds and explanations.**

General Fund. The City of Drain collects intergovernmental revenues, property taxes, franchise fees. The City also collects interest in lieu of tax from the three utility funds. These funds are used for maintaining City Hall, parks, cemeteries, the Civic Center, operating expenses and to pay for law enforcement services.

Electric Fund. The City of Drain collects user fees, installation fees, and late fines to purchase power for distribution, and for maintaining the electric utility service.

Water Fund. The City of Drain collects user fees, installation fees, and late fines to pay for water treatment, operations, and system maintenance and distribution improvements. These revenues are also used to repay bond loans.

Reserve Fund. This fund is a compilation of money transferred from other funds, sale of property, and logging of timber. These funds have been set aside as a savings to be used for major capital improvement projects, debt payment, and disaster preparedness.

Water System Development Charges (SDC) Funds. The citizens of Drain have contributed money through taxes and user fees to construct and maintain a water treatment plant and distribution system. It is only fair that new development reimburse the citizens for a portion of the existing infrastructure and pay for the costs of new infrastructure planned for growth. There are two parts to the SDC's:

- A. Reimbursement Fund – This is a fund established for future system development charges. These funds can only be spent on capital improvements associated with the systems for which the fees are assessed. These funds can also be spent on expenditures relating to repayment of indebtedness. They **cannot** be used for operations or routine maintenance costs.
- B. Improvement Fund – This is a fund established for future system development charges. These funds can only be spent on capacity increasing capital improvements, including expenditures relating to repayment of debt for such improvements. The portion of the improvements funded by the improvement fees must be related to the need for increased capacity to provide service for future users. They **cannot** be used for operations or routine maintenance costs.

Street Fund. The City's share of State Highway taxes are based on a per capita disbursement. These funds are used for engineering, maintenance, repairs of streets and street lighting.

Wastewater System Improvement Fund. This is a fund established for sewer improvement projects including the collection system, treatment facility upgrades and new plant construction.

Wastewater Facilities Plan Fund. This fund was established for completion of the Wastewater Facilities Plan document, plant design, and environmental work. The plan identifies needed improvements required to enable the treatment system to continue operating and meet the needs of the community, and to comply with State and Federal standards. It is no longer and active fund.

Economic Development Revolving Loan Fund. This fund is a business loan program that was originally established by a \$300,000 grant from the State in 1985. The loan program is administered by the City, and Coos, Curry, Douglas Development Corporation (CCD). The money is loaned out to businesses and repayments are made with interest. Repayment with interest is accumulated until there is enough to loan to other businesses.

Housing Rehab & Assistance - City. This is a city program originally provided by a \$390,000 grant from the State in 1991. The funds are used for low to moderate income households for housing rehabilitation, and to the first time home buyer program. This program is being administered by the City, and negotiations are being discussed to contract with Coos, Curry Development Corporation (CCD) to help facilitate new loans from this fund. The revolving loan fund repayments are used for financing other housing rehabilitation projects, and first time home buyers.

Cemetery Fund. This fund is comprised of money collected from perpetual care fees, and donations that are deposited into a trust fund. With enough money saved, the City of Drain hopes to make the cemeteries self-supporting. Actual cemetery expenditures are paid from the General Fund.

State Revenue Sharing Fund. The City receives surplus funds that the State redistributes to communities. A public hearing is required in order to determine expenditure. These funds have been used in prior years with matching funds for planning, various utility construction, and systems maintenance.

Wastewater Fund. The City of Drain collects user fees, installation fees, and late fines to pay for wastewater treatment, collection improvements, operation and system maintenance.

Local Improvement District. This program is set up for developing procedures of forming local assessments on properties benefited from local improvement. Example: sewer main line extension on Cemetery Road. Benefiting property owners reimburse the chief petitioner for the costs of the improvement.

Office Equipment Replacement Fund. This fund was established to ensure sufficient funding for future replacement of office equipment. (Copy Machine, Fax Machine, Computers, Computer Connections, Postage Machine, etc.)

Wastewater System Development Charges (SDC) Fund. The citizens of Drain have contributed money through taxes and user fees to construct and maintain a wastewater treatment plant and collection system. It is only fair that new development reimburse the citizens for a portion of the existing infrastructure and pay for the costs of new infrastructure planned for growth. There are two parts to the SDC's:

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**FORM
LB-20**

RESOURCES

General
(name of fund)

City of Drain
(Name of Municipal Corporation)

Historical Data		Adopted Budget This Year Year 2020-21	RESOURCE DESCRIPTION	Budget for Next Year 2021-22						
Actual Second Preceding Year 2018-19	First Preceding Year 2019-20			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body				
1	84,571	80,355	225,867	1	Available cash on hand* (cash basis) or	101301	120,000	120,000	120,000	1
2				2	Net working capital (accrual basis)					2
3	3,391	3,207	3,000	3	Previously levied taxes estimated to be received	100310	3,200	3,200	3,200	3
4	22	17	20	4	Interest	100362	20	20	20	4
5				5	Transferred IN, from other funds					5
6	87,948	82,411	90,000	6	Transfer In, Electric (6% interest in lieu of tax)	100391	90,000	90,000	90,000	6
7	19,028	18,586	22,000	7	Transfer In, Water (5% interest in lieu of tax)	100392	22,000	20,000	20,000	7
8	27,570	25,108	28,000	8	Transfer In, Sewer (5% interest in lieu of tax)	100393	28,000	28,500	28,500	8
9	62,700		-	9	Transfer In, General Reserve	100395	-	-	-	9
10		40,000	-	10	Transfer In, General Cemetery	100396	-	-	-	10
11				11	OTHER RESOURCES					11
12	725	1,275	600	12	Building Permit Fees	100323	800	800	800	12
13	1,913	1,600	4,000	13	Planning Fees	100324	2,000	2,000	2,000	13
14	1,775	2,529	2,000	14	Civic Center Rent	100384	2,000	2,000	2,000	14
15	9,025	10,812	8,000	15	Internet Franchise Fee	100318	6,000	6,000	6,000	15
16	2,842	2,284	3,700	16	Telephone Franchise Fee	100318	5,000	5,000	5,000	16
17	2,510	3,623	3,000	17	Cable Television Franchise Fee	100318	4,000	4,000	4,000	17
18	-	-	450	18	Garbage Franchise Fee	100318	450	450	450	18
19	610	2,359	1,000	19	J.P. Court Fees & Fines	100363	1,000	1,000	1,000	19

**FORM
LB-20**

RESOURCES
General
(name of fund)

(Name of Municipal Corporation)
City of Drain

Historical Data			Adopted Budget This Year Year 2020-21	RESOURCE DESCRIPTION	Budget for Next Year 2021-22				
Actual Second Preceding Year 2018-19	First Preceding Year 2019-20	Proposed By Budget Officer			Approved By Budget Committee	Adopted By Governing Body			
20	8,000	18,000	16,000	20 Transfer In, Revenue Sharing	100394	18,000	48,000	48,000	20
21	-	1,000	-	LCDC Grant	100332	1,000	1,000	1,000	21
22	17,497	20,349	18,000	Liquor Tax - 80% of \$19.79 X 1165	100333	18,000	18,000	18,000	22
23	1,335	1,298	1,300	Cigarette Tax \$.75 X 1165	100334	850	850	850	23
24	526	214	-	Receipts From County	100338	-	-	-	24
25	16,959	28,367	20,000	State Distribution Tax \$3.51 X 1165 & 3%	100339	20,000	20,000	20,000	25
26	-	54,000	-	FEMA Reimbursement	100340	-	-	-	26
27	6,445	5,028	3,000	Donations and Miscellaneous	100365	3,000	3,000	3,000	27
28	38,749	38,594	38,000	OCF-Whipple Grant	100386	57,000	57,000	57,000	28
29	2,351	2,341	2,000	OCF-Woolley Grant	100388	2,200	2,200	2,200	29
30	-	12,448	-	Parks Grant	100330	-	-	-	30
31	-	5,670	-	Historic Cemetery Grant	100331	20,000	20,000	20,000	31
32	-	-	-	Logging Receipts		700,000	700,000	700,000	32
33	-	-	-	Federal Relief Funds		121,000	121,000	121,000	33
34	-	-	-	Sale of City Property		-	80,000	80,000	34
35									35
36									36
37	396,492	461,475	489,937	Total resources, except taxes to be levied		1,245,520	1,354,020	1,354,020	37
38			89,000	Taxes estimated to be received	100311	90,000	90,000	90,000	38
39	85,277	91,188		Taxes collected in year levied					39
40	481,769	552,663	578,937	TOTAL RESOURCES		1,335,520	1,444,020	1,444,020	40

150-504-020 (rev 10-16)

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

REQUIREMENTS SUMMARY

ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

FORM

LB-30

General

(name of fund)

City of Drain

(Name of Municipal Corporation)

Historical Data			REQUIREMENTS FOR: ADMINISTRATION				Budget for Next Year 2021-22		
Actual Year 2018-19	First Preceding Year 2019-20	Adopted Budget This Year Year 2020-21		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body			
1			1						
2	37,975	37,626	2	Salaries and Wages	18,800	18,800	18,800	2	
3	251	83	3	Overtime	280	280	280	3	
4			4	Benefits				4	
5	7,669	9,222	5	Retirement-PERS	4,700	4,700	4,700	5	
6	2,873	2,837	6	Payroll Taxes	1,500	1,500	1,500	6	
7	539	566	7	Workers Compensation	550	550	550	7	
8	293	268	8	Unemployment	230	230	230	8	
9	19,687	20,202	9	Employee Insurance	8,000	8,000	8,000	9	
10	143	176	10	Maintenance Apparel	80	80	80	10	
11	69,430	70,980	11	TOTAL PERSONNEL SERVICES	34,140	34,140	34,140	11	
12	1.51	1.10	12	Total Full-Time Equivalent (FTE)	0.35	0.35	0.35	12	
13			13	MATERIALS AND SERVICES				13	
14	381	6,160	14	Attorney	5,000	5,000	5,000	14	
15	-	500	15	Audit	1,000	1,000	1,000	15	
16	10,699	2,449	16	Insurance	7,000	7,000	7,000	16	
17	366	698	17	Dues and Memberships	500	500	500	17	
18	190	141	18	Budget Publication	200	200	200	18	
19	-	-	19	Election	100	100	100	19	
20	9,141	14,539	20	Office Supplies	10,000	10,000	10,000	20	

**FORM
LB-30**

REQUIREMENTS SUMMARY
ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY
General
 (name of fund)

(Name of Municipal Corporation)

City of Drain

	Historical Data			Adopted Budget This Year Year 2020-21	REQUIREMENTS FOR: ADMINISTRATION		Budget for Next Year 2021-22			
	Actual Second Preceding Year 2018-19	First Preceding Year 2019-20					Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
21	341	550	1,000	21	Printing and Advertising	101616	1,000	1,000	1,000	21
22	645	1,030	1,000	22	Telephone	101617	1,100	1,100	1,100	22
23	4,436	21,609	6,000	23	Building Maintenance	101619	6,000	6,000	6,000	23
24	6,882	8,447	9,500	24	Electricity	101627	7,000	7,000	7,000	24
25	1,904	6,421	1,600	25	Water	101628	2,000	2,000	2,000	25
26	11,396	26,896	10,000	26	Contract Services	101630	10,000	60,000	60,000	26
27	125,296	90,370	93,081	27	Police Service Contract	101640	96,000	96,000	96,000	27
28	2,033	2,770	2,000	28	Decorations/Banners	101637	2,500	2,500	2,500	28
29	6,639	4,408	6,000	29	Planning	101642	5,000	5,000	5,000	29
30	4,119	8,096	4,000	30	Expenses-Mayor-Council-Planning	101645	4,000	4,000	4,000	30
31	4,090	3,631	1,000	31	Expenses-City Administrator	101649	1,000	1,000	1,000	31
32	-	-	-	32	Old City Hall Demolition		101,000	101,000	101,000	32
33	-	-	-	33	New City Hall Planning		50,000	50,000	50,000	33
34	-	-	-	34	Transferred Out, Water-Federal Relief Funds		121,000	121,000	121,000	34
35	188,558	198,715	158,781	35	TOTAL MATERIALS AND SERVICES		431,400	481,400	481,400	35
36				36	CAPITAL OUTLAY					36
37				37						37
38				38						38
39	-	-	-	39	TOTAL CAPITAL OUTLAY		-	-	-	39
40	257,988	269,695	187,651	40	ORGANIZATIONAL UNIT / ACTIVITY TOTAL		465,540	515,540	515,540	40

150-504-030 (Rev 11-18)

REQUIREMENTS SUMMARY

ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

General

(name of fund)

City of Drain

(Name of Municipal Corporation)

Historical Data			Adopted Budget This Year Year 2020-21	REQUIREMENTS FOR: CEMETERY	Budget for Next Year 2021-22	Budget for Next Year 2021-22				
Actual	First Preceding Year 2019-20	Proposed By Budget Officer				Approved By Budget Committee	Adopted By Governing Body			
1										
2	8,907	9,004	15,528	PERSONNEL SERVICES						
3	251	-	224	1 Salaries and Wages	102519	18,800	18,800	18,800	18,800	2
4				2 Overtime		280	280	280	280	3
5	1,833	2,208	3,865	3 Benefits						4
6	698	686	977	4 Retirement-PERS	102510	4,700	4,700	4,700	4,700	5
7	469	512	600	5 Payroll Taxes	102511	1,450	1,450	1,450	1,450	6
8	79	72	145	6 Workers Compensation	102513	550	550	550	550	7
9	6,275	6,545	7,420	7 Unemployment	102514	230	230	230	230	8
10	143	77	78	8 Employee Insurance	102515	7,900	7,900	7,900	7,900	9
11				9 Maintenance Apparel	102517	80	80	80	80	10
12										11
13										12
14	18,656	19,104	28,837	10 TOTAL PERSONNEL SERVICES		33,990	33,990	33,990	33,990	13
15	0.25	0.25	0.25	11 Total Full-Time Equivalent (FTE)		0.35	0.35	0.35	0.35	14

REQUIREMENTS SUMMARY

ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

FORM

LB-30

General

(name of fund)

City of Drain

(Name of Municipal Corporation)

Historical Data			REQUIREMENTS FOR: CEMETERY	Budget for Next Year 2021-22			
Actual	Adopted Budget This Year	Proposed By Budget Officer		Approved By Budget Committee	Adopted By Governing Body		
Second Preceding Year 2018-19	First Preceding Year 2019-20	Year 2020-21					
16						16	
17	56,149	9,774	2,500			17	
18	-	-		102610	25,000	5,000	18
19				102610	20,000	20,000	19
20							20
21							21
22							22
23							23
24							24
25	56,149	9,774	2,500		25,000	25,000	25
26							26
27	-	-		102710	-	-	27
28							28
29	-	-			-	-	29
30	74,805	28,878	31,337		58,990	58,990	30

150-504-030 (Rev 11-18)

REQUIREMENTS SUMMARY

ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

FORM

General

LB-30

(name of fund)

City of Drain

(Name of Municipal Corporation)

Historical Data			REQUIREMENTS FOR: <u>CIVIC CENTER</u>				Budget for Next Year 2021-22			
Actual		Adopted Budget This Year	<u>PERSONNEL SERVICES</u>				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2018-19	First Preceding Year 2019-20	Year 2020-21	1	2	3	4	5	6	7	8
8,907	9,004	13,361	2	Salaries and Wages	104519	16,500	16,500	16,500	2	
251	-	174	3	Overtime	104536	270	270	270	3	
			4	Benefits					4	
1,833	2,208	3,321	5	Retirement-PERS	104510	4,100	4,100	4,100	5	
698	686	839	6	Payroll Taxes	104511	1,300	1,300	1,300	6	
469	512	600	7	Workers Compensation	104513	550	550	550	7	
79	72	122	8	Unemployment	104514	200	200	200	8	
6,275	6,545	7,420	9	Employee Insurance	104515	7,900	7,900	7,900	9	
143	77	78	10	Maintenance Apparel	104517	80	80	80	10	
			11						11	
			12						12	
			13						13	
18,655	19,104	25,915	14	TOTAL PERSONNEL SERVICES		30,900	30,900	30,900	14	
0.25	0.25	0.35	15	Total Full-Time Equivalent (FTE)		0.42	0.42	0.42	15	

**FORM
LB-30**

**REQUIREMENTS SUMMARY
ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY**

General
(name of fund)

(Name of Municipal Corporation)

City of Drain

Historical Data			REQUIREMENTS FOR: CIVIC CENTER	Budget for Next Year 2021-22		
Actual Second Preceding Year 2018-19	First Preceding Year 2019-20	Adopted Budget This Year Year 2020-21		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
16			16			16
17	6,511	6,400	17	10,500	10,500	17
18	6,000	2,000	18	6,700	6,700	18
19	1,073	1,307	19	1,300	1,300	19
20	2,865	3,381	20	3,000	3,000	20
21	9,944	11,013	21	10,000	10,000	21
22	1,583	1,983	22	2,000	2,000	22
23	5,885	10,226	23	10,000	10,000	23
24			24			24
25	33,862	36,310	25	43,500	43,500	25
26			26			26
27	3,785	5,429	27	-	30,000	27
28			28			28
29	3,785	5,429	29	-	30,000	29
30	56,302	60,843	30	74,400	104,400	30

150-504-030 (Rev 11-18)

REQUIREMENTS SUMMARY
 ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

FORM
LB-30

General
 (name of fund)

City of Drain
 (Name of Municipal Corporation)

	Historical Data			REQUIREMENTS FOR: LOGGING	Budget for Next Year 2021-22			
	Actual Second Preceding Year 2018-19	First Preceding Year 2019-20	Adopted Budget This Year Year 2020-21		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1	-	-	-	1 PERSONNEL SERVICES				1
2	-	-	-	2 Salaries and Wages				2
3	-	-	-	3 Overtime				3
4	-	-	-	4 Benefits				4
5	-	-	-	5 Retirement-PERS				5
6	-	-	-	6 Payroll Taxes				6
7	-	-	-	7 Workers Compensation				7
8	-	-	-	8 Unemployment				8
9	-	-	-	9 Employee Insurance				9
10	-	-	-	10 Maintenance Apparel				10
11				11				11
12				12				12
13				13				13
14	-	-	-	14 TOTAL PERSONNEL SERVICES				14
15				15 Total Full-Time Equivalent (FTE)				15
16				16 MATERIALS AND SERVICES				16
17	-	-	-	17 Timber Cutting	360,000	360,000	360,000	17
18	-	-	-	18 Timber Removal	84,000	82,000	82,000	18
19	-	-	-	19 Road Construction	55,700	55,700	55,700	19
20	-	-	-	20 Replanting	60,000	60,000	60,000	20
21	-	-	-	21 Contract Services	25,000	25,000	25,000	21
22	-	-	-	22				22
23	-	-	-	23				23
24	-	-	-	24				24
25	-	-	-	25 TOTAL MATERIALS AND SERVICES	584,700	582,700	582,700	25
26				26 CAPITAL OUTLAY				26
27	-	-	-	27				27
28				28				28
29	-	-	-	29 TOTAL CAPITAL OUTLAY	-	-	-	29
30	-	-	-	30 ORGANIZATIONAL UNIT / ACTIVITY TOTAL	584,700	582,700	582,700	30

**FORM
LB-30**

**REQUIREMENTS SUMMARY
ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY**
General
(name of fund)

(Name of Municipal Corporation)

City of Drain

Historical Data			Adopted Budget This Year Year 2020-21	REQUIREMENTS FOR:				Budget for Next Year 2021-22			
Actual		First Preceding Year 2019-20		PARKS				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2018-19				1	PERSONNEL SERVICES						1
2	8,907	9,003	2	Salaries and Wages	105519	12,730	12,730	12,730	12,730	2	
3	251	-	3	Overtime		184	184	184	184	3	
4	1,833	2,208	4	Retirement-PERS	105510	3,200	3,200	3,200	3,200	4	
5	698	686	5	Payroll Taxes	105511	1,000	1,000	1,000	1,000	5	
6	469	512	6	Workers Compensation	105513	550	550	550	550	6	
7	79	72	7	Unemployment	105514	230	230	230	230	7	
8	6,275	6,514	8	Employee Insurance	105515	7,900	7,900	7,900	7,900	8	
9	143	77	9	Maintenance Apparel	105517	80	80	80	80	9	
10	18,654	19,072	10	TOTAL PERSONNEL SERVICES		25,874	25,874	25,874	25,874	10	
11	0.25	0.25	11	Total Full-Time Equivalent (FTE)		0.32	0.32	0.32	0.32	11	
12			12	MATERIALS AND SERVICES						12	
13	353	471	13	Miscellaneous and Equipment	105610	10,000	10,000	10,000	10,000	13	
14	7,587	32,082	14	Parks Planning from Parks Grant	105611	-	-	-	-	14	
15	7,940	32,553	15	TOTAL MATERIALS AND SERVICES		10,000	10,000	10,000	10,000	15	
16			16	CAPITAL OUTLAY						16	
17	-	-	17	Historic Bridge Improvements		-	30,000	30,000	30,000	17	
18	-	-	18	TOTAL CAPITAL OUTLAY		-	30,000	30,000	30,000	18	
19	26,594	51,625	19	ORGANIZATIONAL UNIT / ACTIVITY TOTAL		35,874	65,874	65,874	65,874	19	

**FORM
LB-30**

REQUIREMENTS SUMMARY
ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY
General
 (name of fund)

City of Drain
 (Name of Municipal Corporation)

20		20		20		20		20	
Historical Data		Adopted Budget		SUMMARY OF REQUIREMENTS FOR:		Budget for Next Year 2021-22			
Actual	First Preceding Year 2019-20	This Year Year 2020-21	21	22	GENERAL FUND	Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	21
22	23	24	23	24					22
23	24	25	26	27	28	29	30	30	30
Second Preceding Year 2018-19	First Preceding Year 2019-20	Adopted Budget This Year Year 2020-21	Administration	Civic Center	Cemetery	Parks	Logging	TOTAL ALLOCATED REQUIREMENTS	
257,988	269,695	187,651	465,540	74,400	58,990	35,874	584,700	1,219,504	1,329,504
56,302	60,843	68,715	515,540	104,400	58,990	65,874	584,700	1,329,504	1,329,504
74,805	28,878	31,337							
26,594	51,625	20,950							
-	-	-							
415,689	411,041	308,653							

150-504-030 (Rev 11-18)

REQUIREMENTS SUMMARY
NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM

FORM
LB-30

General

(name of fund)

City of Drain

(Name of Municipal Corporation)

Historical Data			REQUIREMENTS DESCRIPTION	Budget for Next Year 2021-22		
Actual Second Preceding Year 2018-19	First Preceding Year 2019-20	Adopted Budget This Year Year 2020-21		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
1			PERSONNEL SERVICES NOT ALLOCATED			
2			TOTAL PERSONNEL SERVICES			
3			Total Full-Time Equivalent (FTE)			
4			MATERIALS AND SERVICES NOT ALLOCATED			
5						
6						
7						
8			TOTAL MATERIALS AND SERVICES			
9			CAPITAL OUTLAY NOT ALLOCATED			
10						
11			TOTAL CAPITAL OUTLAY			
12			DEBT SERVICE			
13						
14			TOTAL DEBT SERVICE			
15			SPECIAL PAYMENTS			
16						
17						
18			TOTAL SPECIAL PAYMENTS			
19			INTERFUND TRANSFERS			
20						
21			TOTAL INTERFUND TRANSFERS			
22			OPERATING CONTINGENCY			
23			RESERVED FOR FUTURE EXPENDITURE			
24		110,000	UNAPPROPRIATED ENDING BALANCE	101901	100,000	100,000
25			TOTAL REQUIREMENTS NOT ALLOCATED	101990	16,016	14,516
26						
27						
28	415,689	411,041	Total Requirements for ALL Org. Units/Programs within fund	1,219,504	1,329,504	1,329,504
29		141,622	Ending balance (prior years)			
30	415,689	552,663	TOTAL REQUIREMENTS	1,335,520	1,444,020	1,444,020

SPECIAL FUND
RESOURCES AND REQUIREMENTS
State Revenue Sharing
 (name of fund)

FORM
LB-10

City of Drain
 (Name of Municipal Corporation)

Historical Data

Budget for Next Year 2021-22

Actual		Adopted Budget		DESCRIPTION	Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
Second Preceding Year 2018-19	First Preceding Year 2019-20	This Year Year 2020-21					
1				RESOURCES			
2	18,483	21,423	11,423	1 Cash on hand * (cash basis), or	24,451	24,451	24,451
3				2 Working Capital (accrual basis)			
4				3 Previously levied taxes estimated to be received			
5	12	9	10	4 Interest	10	10	10
6	11,401	12,258	11,000	5 State of Oregon	15,000	15,000	15,000
7				6			
8				7			
9				8			
10				9			
11				10			
12	29,896	33,690	22,433	11 Total Resources, except taxes to be levied	39,461	39,461	39,461
13				12 Taxes estimated to be received			
14				13 Taxes collected in year levied			
15	29,896	33,690	22,433	14 TOTAL RESOURCES	39,461	39,461	39,461
16				15 REQUIREMENTS **			
17				16 Org Unit or Prog & Activity			
18	-	-	-	17 Public Works	-	-	-
19	2,000	7,000	2,000	18 City Improvements and Equipment	2,000	2,000	2,000
20	8,000	18,000	16,000	19 Reserve	18,000	18,000	18,000
21				20 General-Civic Center			
22				21 Transfer Out			
23				22			
24				23			
25				24			
26				25			
27				26			
28	17,071	8,690	4,433	27 Ending balance (prior years)	19,461	19,461	19,461
29				28 UNAPPROPRIATED ENDING FUND BALANCE	19,461	19,461	19,461
30	27,071	33,690	22,433	29 TOTAL REQUIREMENTS	39,461	39,461	39,461

150-504-010 (Rev. 10-16) *The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year
 **List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.

SPECIAL FUND
RESOURCES AND REQUIREMENTS
State Tax Street

(Name of fund)

City of Drain

(Name of Municipal Corporation)

Historical Data

Budget for Next Year 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
This Year
Year 2020-21

RESOURCES AND REQUIREMENTS

RESOURCES

Budget Officer

Budget Committee

Governing Body

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
	121,928			15	84,658	877	-	11,000	-	-	218,478			218,478			5,372	6,213	10,638	14,273	-	-	-			217,929		254,424	
				12	82,513	3,010	-	15,000	-	-	222,463			222,463			1,480	6,604	19,309	-	40,460	-	-			154,610		222,463	
				-	68,974	500	-	15,000	-	-	226,902			226,902			8,500	30,000	5,000	50,000	-	118,552	5,000			9,850		226,902	
				5	State Highway Taxes .75 x \$78.94 x 1165	Load Tax-Miscellaneous-Right of Way	SCA Grant for Capital Outlay Project Reimbursement	Transfer In, Water - Equipment-Street Sweeper	Transfer In, Reserve Fund	Transfer In, SCA Grant for Second & E Street	Total Resources, except taxes to be levied	Taxes estimated to be received	Taxes collected in year levied	TOTAL RESOURCES	15	16	17	Vehicle Operation and Maintenance	Street Lighting	Contract Services and Maintenance	Street Paving and Improvements	Street	Operating Contingency	Expense Reserve					
				4	67,000	500	100,000	15,000	205,000	-	576,822			576,822			8,500	6,000	6,000	350,000	5,000	120,000	80,000			1,322		576,822	
				3	189,322			11,000	205,000	-	572,822			572,822			8,500	6,000	6,000	350,000	1,000	120,000	80,000			1,322		572,822	
				2	189,322			11,000	205,000	-	572,822			572,822			8,500	6,000	6,000	350,000	1,000	120,000	80,000			1,322		572,822	
				1	189,322			11,000	205,000	-	572,822			572,822			8,500	6,000	6,000	350,000	1,000	120,000	80,000			1,322		572,822	
				1	189,322			11,000	205,000	-	572,822			572,822			8,500	6,000	6,000	350,000	1,000	120,000	80,000			1,322		572,822	
				2	189,322			11,000	205,000	-	572,822			572,822			8,500	6,000	6,000	350,000	1,000	120,000	80,000			1,322		572,822	
				3	189,322			11,000	205,000	-	572,822			572,822			8,500	6,000	6,000	350,000	1,000	120,000	80,000			1,322		572,822	
				4	189,322			11,000	205,000	-	572,822			572,822			8,500	6,000	6,000	350,000	1,000	120,000	80,000			1,322		572,822	
				5	189,322			11,000	205,000	-	572,822			572,822			8,500	6,000	6,000	350,000	1,000	120,000	80,000			1,322		572,822	
				6	189,322			11,000	205,000	-	572,822			572,822			8,500	6,000	6,000	350,000	1,000	120,000	80,000			1,322		572,822	
				7	189,322			11,000	205,000	-	572,822			572,822			8,500	6,000	6,000	350,000	1,000	120,000	80,000			1,322		572,822	
				8	189,322			11,000	205,000	-	572,822			572,822			8,500	6,000	6,000	350,000	1,000	120,000	80,000			1,322		572,822	
				9	189,322			11,000	205,000	-	572,822			572,822			8,500	6,000	6,000	350,000	1,000	120,000	80,000			1,322		572,822	
				10	189,322			11,000	205,000	-	572,822			572,822			8,500	6,000	6,000	350,000	1,000	120,000	80,000			1,322		572,822	
				11	189,322			11,000	205,000	-	572,822			572,822			8,500	6,000	6,000	350,000	1,000	120,000	80,000			1,322		572,822	
				12	189,322			11,000	205,000	-	572,822			572,822			8,500	6,000	6,000	350,000	1,000	120,000	80,000			1,322		572,822	
				13	189,322			11,000	205,000	-	572,822			572,822			8,500	6,000	6,000	350,000	1,000	120,000	80,000			1,322		572,822	
				14	189,322			11,000	205,000	-	572,822			572,822			8,500	6,000	6,000	350,000	1,000	120,000	80,000			1,322		572,822	
				15	189,322			11,000	205,000	-	572,822			572,822			8,500	6,000	6,000	350,000	1,000	120,000	80,000			1,322		572,822	
				16	189,322			11,000	205,000	-	572,822			572,822			8,500	6,000	6,000	350,000	1,000	120,000	80,000			1,322		572,822	
				17	189,322			11,000	205,000	-	572,822			572,822			8,500	6,000	6,000	350,000	1,000	120,000	80,000			1,322		572,822	
				18	189,322			11,000	205,000	-	572,822			572,822			8,500	6,000	6,000	350,000	1,000	120,000	80,000			1,322		572,822	
				19	189,322			11,000	205,000	-	572,822			572,822			8,500	6,000	6,000	350,000	1,000	120,000	80,000			1,322		572,822	
				20	189,322			11,000	205,000	-	572,822			572,822			8,500	6,000	6,000	350,000	1,000	120,000	80,000			1,322		572,822	
				21	189,322			11,000	205,000	-	572,822			572,822			8,500	6,000	6,000	350,000	1,000	120,000	80,000			1,322		572,822	
				22	189,322			11,000	205,000	-	572,822			572,822			8,500	6,000	6,000	350,000	1,000	120,000	80,000			1,322		572,822	
				23	189,322			11,000	205,000	-	572,822			572,822			8,500	6,000	6,000	350,000	1,000	120,000	80,000			1,322		572,822	
				24	189,322			11,000	205,000	-	572,822			572,822			8,500	6,000	6,000	350,000	1,000	120,000	80,000			1,322		572,822	
				25	189,322			11,000	205,000	-	572,822			572,822			8,500	6,000	6,000	350,000	1,000	120,000	80,000			1,322		572,822	
				26	189,322			11,000	205,000	-	572,822			572,822			8,500	6,000	6,000	350,000	1,000	120,000	80,000			1,322		572,822	
				27	189,322			11,000	205,000	-	572,822			572,822			8,500	6,000	6,000	350,000	1,000	120,000	80,000			1,322		572,822	
				28	189,322			11,000	205,000	-	572,822			572,822			8,500	6,000	6,000	350,000	1,000	120,000	80,000			1,322		572,822	
				29	189,322			11,000	205,000	-	572,822			572,822			8,500	6,000	6,000	350,000	1,000	120,000	80,000			1,322		572,822	
				30	189,322			11,000	205,000	-	572,822			572,822			8,500	6,000	6,000	350,000	1,000	120,000	80,000			1,322		572,822	
				30	189,322			11,000	205,000	-	572,822			572,822			8,500	6,000	6,000	350,000	1,000	120,000	80,000			1,322		572,822	

RESOURCES
Electric

(name of fund)

City of Drain

(Name of Municipal Corporation)

		Historical Data			RESOURCE DESCRIPTION	Budget for Next Year 2021-22				
		Actual		Adopted Budget This Year Year 2020-21		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	Second Preceding Year 2018-19	First Preceding Year 2019-20								
1	250,509	326,607	171,619	1	Available cash on hand* (cash basis) or	200301	352,995	352,995	352,995	1
2				2	Net working capital (accrual basis)					2
3				3	Previously levied taxes estimated to be received					3
4				4	Interest					4
5				5	Transferred IN, from other funds					5
6	-	-	80,000	6	Transfer In, Electric Reserve	200390	-	-	-	6
7				7						7
8				8						8
9				9						9
10				10						10
11				11			-	-	-	11
12				12			-	-	-	12
13				13	OTHER RESOURCES					13
14	1,466,108	1,502,497	1,500,000	14	Sale of Electricity	200341	1,500,000	1,500,000	1,500,000	14
15	9,663	14,208	7,000	15	Connection Charges	200342	14,000	14,000	14,000	15
16	5,582	4,015	5,000	16	Late Fines	200343	6,000	6,000	6,000	16
17	25	-	100	17	Security Light Installation	200344	100	100	100	17
18	3,674	54,397	-	18	ESG Conservation BPA	200367	20,000	20,000	20,000	18
19	-	17,535	-	19	Miscellaneous Revenues	200369	3,000	3,000	3,000	19
20	-	79,467	-	20	FEMA Reimbursement	200370	-	-	-	20
21	3,765	3,952	3,750	21	Pole Attachment Fees	200361	3,800	3,800	3,800	21
22	6,697	-	4,000	22	Other	200369	3,000	3,000	3,000	22
23	-	-	75	23	Donations - Customer Assistance	200367	75	75	75	23
24	5	(9)	10	24	Cash Over or Short	200368	10	10	10	24
25	20	16	10	25	Interest	200362	10	10	10	25
26	275	-	-	26	Sale of Assets	200364	-	-	-	26
27	1,746,323	2,002,684	1,771,564	27	Total resources, except taxes to be levied		1,902,990	1,902,990	1,902,990	27
28				28	Taxes estimated to be received					28
29				29	Taxes collected in year levied					29
30	1,746,323	2,002,684	1,771,564	30	TOTAL RESOURCES		1,902,990	1,902,990	1,902,990	30

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

**FORM
LB-30**

**REQUIREMENTS SUMMARY
ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY**

Electric
(name of fund)

City of Drain
(Name of Municipal Corporation)

Historical Data			REQUIREMENT DESCRIPTION	Budget for Next Year 2021-22	Budget for Next Year 2021-22		
Actual Second Preceding Year 2018-19	Actual First Preceding Year 2019-20	Adopted Budget This Year Year 2020-21			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
1			PERSONNEL SERVICES				1
2	315,978	270,066	2 Salaries and Wages	350,000	350,000	350,000	2
3	33,612	17,283	3 Overtime	18,800	18,800	18,800	3
4			4 Benefits				4
5	72,840	74,307	5 Retirement-PERS	108,600	108,600	108,600	5
6	26,523	21,755	6 Payroll Taxes	32,500	32,500	32,500	6
7	8,209	6,594	7 Workers Compensation	9,400	9,400	9,400	7
8	1,640	1,070	8 Unemployment	5,200	5,200	5,200	8
9	88,696	74,722	9 Employee Insurance	101,200	101,200	101,200	9
10	2,420	849	10 Maintenance Apparel	1,200	1,200	1,200	10
11	549,918	466,647	11 TOTAL PERSONNEL SERVICES	626,900	626,900	626,900	11
12	4.01	4.01	12 Total Full-Time Equivalent (FTE)	6.00	6.00	6.00	12

**FORM
LB-30**

**REQUIREMENTS SUMMARY
ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY
Electric**

(name of fund)

City of Drain

(Name of Municipal Corporation)

	Historical Data			REQUIREMENT DESCRIPTION	Budget for Next Year 2021-22	Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Actual Second Preceding Year 2018-19	First Preceding Year 2019-20	Adopted Budget This Year Year 2020-21						
13				MATERIALS AND SERVICES					13
14	2,668	2,560	2,000	14 Attorney	201602	3,000	3,000	3,000	14
15	-	49,100	14,000	15 Audit	201604	14,000	14,000	14,000	15
16	28,265	23,265	28,000	16 Insurance	201606	32,000	32,000	32,000	16
17	951	1,950	6,000	17 Education-Training-Travel	201607	6,000	6,000	6,000	17
18	11,391	15,230	13,000	18 Dues & Membership	201608	15,000	15,000	15,000	18
19	4,713	5,562	6,000	19 Postage-Print-Advertising	201609	8,000	8,000	8,000	19
20	14,437	8,385	18,000	20 Office-Operating Supplies & Services	201615	10,000	10,000	10,000	20
21	1,273	2,500	4,000	21 Telephone	201617	4,000	4,000	4,000	21
22	25,345	77,669	21,000	22 Vehicle Operation-Maintenance	201620	80,000	80,000	80,000	22
23	5,009	5,492	5,500	23 Electricity	201627	6,000	6,000	6,000	23
24	2,400	3,000	4,000	24 Low Income Assistance	201628	4,000	4,000	4,000	24
25	670,543	776,849	760,000	25 Power - BPA	201630	785,000	785,000	785,000	25
26	1,010	794	2,000	26 Bad Debt Calculation	201633	2,000	2,000	2,000	26
27	3,924	34,291	15,000	27 Conservation Program Reimbursement	201634	15,000	14,000	14,000	27
28	5,849	6,569	7,600	28 Building Maintenance	201636	8,000	8,000	8,000	28
29	59,197	100,817	40,000	29 Contract Services	201639	50,000	50,000	50,000	29
30	-	19,365	20,000	30 Police Service Contract	201640	23,000	23,000	23,000	30
31	625	1,000	1,000	31 Public Purpose	201641	1,000	2,000	2,000	31
32									32
33									33
34									34
35	837,599	1,134,398	967,100	TOTAL MATERIALS AND SERVICES		1,066,000	1,066,000	1,066,000	35

REQUIREMENTS SUMMARY

ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

Electric

(name of fund)

City of Drain

(Name of Municipal Corporation)

**FORM
LB-30**

	Historical Data			Adopted Budget This Year Year 2020-21	REQUIREMENT DESCRIPTION	Budget for Next Year 2021-22				
	Actual Second Preceding Year 2018-19	First Preceding Year 2019-20				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
36					CAPITAL OUTLAY					36
37	16,159	4,004	25,000		Transformers-Maint.-Replacement	50,000	50,000	50,000	50,000	37
38	92,028	36,661	25,000		Line Construction and Replacement	50,000	50,000	50,000	50,000	38
39	108,187	40,665	50,000		TOTAL CAPITAL OUTLAY	100,000	100,000	100,000	100,000	39
40	1,495,704	1,641,710	1,602,410		ORGANIZATIONAL UNIT / ACTIVITY TOTAL	1,792,900	1,792,900	1,792,900	1,792,900	40

150-504-030 (Rev 11-18)

REQUIREMENTS SUMMARY
NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM

FORM
LB-30

Electric

(name of fund)

City of Drain

(Name of Municipal Corporation)

Historical Data		Adopted Budget This Year Year 2020-21	REQUIREMENTS DESCRIPTION	Budget for Next Year 2021-22		
Actual Second Preceding Year 2018-19	First Preceding Year 2019-20			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
1			1 PERSONNEL SERVICES NOT ALLOCATED			1
2			2 TOTAL PERSONNEL SERVICES			2
3			3 Total Full-Time Equivalent (FTE)			3
4			4 MATERIALS AND SERVICES NOT ALLOCATED			4
5			5 TOTAL MATERIALS AND SERVICES			5
6			6 CAPITAL OUTLAY NOT ALLOCATED			6
7			7 TOTAL CAPITAL OUTLAY			7
8			8 DEBT SERVICE			8
9			9 SPECIAL PAYMENTS			9
10			10 TOTAL DEBT SERVICE			10
11			11 TOTAL CAPITAL OUTLAY			11
12			12 DEBT SERVICE			12
13			13 TOTAL DEBT SERVICE			13
14			14 SPECIAL PAYMENTS			14
15			15 TOTAL SPECIAL PAYMENTS			15
16			16 INTERFUND TRANSFERS			16
17			17 Reserve-Capital Outlay-Acquisition			17
18	200,000	-	18 Streets - Equipment-Street Sweeper	201921	-	18
19	5,000	5,000	19 General-Interest In Lieu of Tax 6%	201925	5,000	19
20	87,948	82,411	20 Office Equipment	201923	90,000	20
21	2,000	2,000	21 Operating Contingency	201924	2,000	21
22	-	-	22 TOTAL INTERFUND TRANSFERS		-	22
23	294,948	89,411	23 OPERATING CONTINGENCY	201901	97,000	23
24			24 RESERVED FOR FUTURE EXPENDITURE	201901	13,090	24
25			25 UNAPPROPRIATED ENDING BALANCE	201990		25
26	294,948	89,411	26 Total Requirements NOT ALLOCATED		97,000	26
27	1,495,704	1,641,710	27 Total Requirements for ALL Org. Units/Programs within fund		1,792,900	27
28	-	271,563	28 Ending balance (prior years)			28
29	1,790,652	2,002,684	29 TOTAL REQUIREMENTS		1,902,990	29
30			30 TOTAL REQUIREMENTS		1,902,990	30

RESOURCES
Water
(name of fund)

City of Drain
(Name of Municipal Corporation)

Historical Data			Adopted Budget This Year Year 2020-21	RESOURCE DESCRIPTION	Budget for Next Year 2021-22					
Actual Second Preceding Year 2018-19	First Preceding Year 2019-20	Proposed By Budget Officer			Approved By Budget Committee	Adopted By Governing Body				
1	214,879	261,484	230,040	1	Available cash on hand* (cash basis) or	300301	195,588	195,588	195,588	1
2				2	Net working capital (accrual basis)					2
3				3	Previously levied taxes estimated to be received					3
4	20	16	20	4	Interest	300362	20	20	20	4
5				5						5
6	170,000	-	-	6	Transfer In	300393	-	-	-	6
7	-	-	-	7						7
8				8						8
9				9						9
10				10						10
11				11	OTHER RESOURCES					11
12	388,600	402,318	390,000	12	Sale of Water	300341	409,000	409,000	409,000	12
13	800	3,200	1,000	13	Connection Charges	300342	1,200	1,200	1,200	13
14	3,485	2,489	3,400	14	Late Fines	300343	3,400	3,400	3,400	14
15	-	-	-	15	Donations-Customer Assistance	300367	-	-	-	15
16	7,628	4,458	1,000	16	Other	300369	2,000	2,000	2,000	16
17	-	-	-	17	Grant State of Oregon	300330	-	-	-	17
18	-	-	-	18	Grant USDA	300331	-	-	-	18
19	-	68,854	-	19	FEMA Reimbursement	300370	-	-	-	19
20	275			20	Sale of Assets	300364	-	-	-	20
21				21						21
22				22						22
23				23						23
24				24						24
25				25						25
26				26						26
27	785,687	742,818	625,460	27	Total resources, except taxes to be levied		611,208	611,208	611,208	27
28				28	Taxes estimated to be received					28
29	-	-	-	29	Taxes collected in year levied					29
30	785,687	742,818	625,460	30	TOTAL RESOURCES		611,208	611,208	611,208	30

150-504-020 (rev 10-16) *The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

REQUIREMENTS SUMMARY

ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

Water

(name of fund)

City of Drain

(Name of Municipal Corporation)

**FORM
LB-30**

Historical Data			REQUIREMENT DESCRIPTION	Budget for Next Year 2021-22		
Actual Second Preceding Year 2018-19	First Preceding Year 2019-20	Adopted Budget This Year Year 2020-21		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
1			PERSONNEL SERVICES			
2	47,186	48,502	1 Salaries and Wages	105,800	105,800	105,800
3	6,908	4,361	2 Overtime	8,000	8,000	8,000
4			3 Benefits			
5	11,115	13,351	4 Retirement-PERS	29,200	29,200	29,200
6	4,088	3,994	5 Payroll Taxes	12,000	12,000	12,000
7	1,908	1,866	6 Workers Compensation	8,400	8,400	8,400
8	371	286	7 Unemployment	1,350	1,350	1,350
9	17,746	20,346	8 Employee Insurance	26,500	26,500	26,500
10	621	210	9 Maintenance Apparel	450	450	450
11	89,943	92,915	10 TOTAL PERSONNEL SERVICES	191,700	191,700	191,700
12	1.79	1.02	11 Total Full-Time Equivalent (FTE)	1.65	1.65	1.65
13			12 MATERIALS AND SERVICES			
14	133	2,756	13 Attorney	500	500	500
15	-	500	14 Audit	1,000	1,000	1,000
16	11,199	9,699	15 Insurance	10,000	10,000	10,000
17	2,094	2,735	16 Education-Training-Travel	2,500	2,500	2,500
18	6,283	4,046	17 Dues and Membership	4,500	4,500	4,500
19	1,665	2,262	18 Postage-Print-Advertising	2,500	2,500	2,500
20	6,425	5,449	19 Office-Operating Supplies and Services	5,500	5,500	5,500

**FORM
LB-30**

**REQUIREMENTS SUMMARY
ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY**

(name of fund)

City of Drain

(Name of Municipal Corporation)

Historical Data			Adopted Budget This Year Year 2020-21	REQUIREMENT DESCRIPTION		Budget for Next Year 2021-22			
Actual Second Preceding Year 2018-19	First Preceding Year 2019-20	Proposed By Budget Officer				Approved By Budget Committee	Adopted By Governing Body		
21	410	2,405	600	21 Telephone	301617	1,000	1,000	1,000	21
22	5,303	40,946	5,000	22 Vehicle Operation-Maintenance	301621	6,000	6,000	6,000	22
23	23,668	22,373	10,000	23 O & M-Chemicals-Supplies	301623	25,000	25,000	25,000	23
24	10,262	18,199	20,500	24 Contract Services	301626	20,000	20,000	20,000	24
25	20,817	18,458	15,000	25 Electricity	301627	20,000	20,000	20,000	25
26	3,049	3,977	5,000	26 Lab Testing-Required	301628	5,000	5,000	5,000	26
27	1,402	1,927	2,000	27 Building Maintenance	301632	2,000	2,000	2,000	27
28	315	234	400	28 Bad Debt Calculation	301633	400	400	400	28
29	-	-	100	29 Donated Customer Assistance	301635	-	-	-	29
30	-	2,537	2,678	30 Police Service Contract	301640	2,800	2,800	2,800	30
31	2,459	2,495	2,600	31 Forest Taxes and Trees	301641	2,500	2,500	2,500	31
32	-	-	500	32 Public Purpose	301642	500	500	500	32
33	2,250	1,350	3,000	33 Maintenance-Dam and Watershed	301643	5,000	5,000	5,000	33
34	97,734	142,348	94,378	34 TOTAL MATERIALS AND SERVICES		116,700	116,700	116,700	34
35				CAPITAL OUTLAY					35
36	14,369	6,269	10,000	36 Transformers-Maint.-Replacement	301712	10,000	10,000	10,000	36
37	33,387	111,956	10,000	37 Line Construction and Replacement	301713	10,000	10,000	10,000	37
38	-	-	5,000	38 Vehicles and Equipment	301716	5,000	5,000	5,000	38
39	47,756	118,225	25,000	39 TOTAL CAPITAL OUTLAY		25,000	25,000	25,000	39
40	235,433	353,488	280,798	40 ORGANIZATIONAL UNIT / ACTIVITY TOTAL		333,400	333,400	333,400	40

150-504-030 (Rev 11-18)

REQUIREMENTS SUMMARY
NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM

FORM
LB-30

Water

(name of fund)

City of Drain

(Name of Municipal Corporation)

Historical Data				REQUIREMENTS DESCRIPTION	Budget for Next Year 2021-22		
Actual Second Preceding Year 2018-19	First Preceding Year 2019-20	Adopted Budget This Year Year 2020-21	Proposed By Budget Officer		Approved By Budget Committee	Adopted By Governing Body	
1				PERSONNEL SERVICES NOT ALLOCATED			
2				TOTAL PERSONNEL SERVICES			
3				Total Full-Time Equivalent (FTE)			
4				MATERIALS AND SERVICES NOT ALLOCATED			
5				TOTAL MATERIALS AND SERVICES			
6				CAPITAL OUTLAY NOT ALLOCATED			
7				TOTAL CAPITAL OUTLAY			
8				DEBT SERVICE			
9				Loan Repayment-BERKADIA-Principal			
10				Loan Repayment-BERKADIA-Interest			
11				Loan Repayment-WATER PROJECTS-Principal			
12				Loan Repayment-WATER PROJECTS-Interest			
13				TOTAL DEBT SERVICE			
14				SPECIAL PAYMENTS			
15				TOTAL SPECIAL PAYMENTS			
16				INTERFUND TRANSFERS			
17				Street - Equipment-Street Sweeper			
18				Reserve-Building Construction			
19				General-Interest In Lieu of Tax 5%			
20				Office Equipment			
21				TOTAL INTERFUND TRANSFERS			
22				OPERATING CONTINGENCY			
23				RESERVED FOR FUTURE EXPENDITURE			
24				UNAPPROPRIATED ENDING BALANCE			
25				TOTAL REQUIREMENTS NOT ALLOCATED			
26				Total Requirements for ALL Org. Units/Programs within fund			
27				Ending balance (prior years)			
28				TOTAL REQUIREMENTS			
29	138,048	141,585	142,759		122,000	120,000	120,000
30	235,433	353,488	280,798		333,400	333,400	333,400
31	33,799	247,745					
32	407,280	742,818	625,460		611,208	611,208	611,208

RESOURCES
Wastewater

(name of fund)

City of Drain

(Name of Municipal Corporation)

		Historical Data			Adopted Budget This Year Year 2020-21	RESOURCE DESCRIPTION	Budget for Next Year 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								
1	583,701	618,757	488,350	1	Available cash on hand* (cash basis) or	900301	373,407	373,407	373,407	1
2				2	Net working capital (accrual basis)					2
3				3	Previously levied taxes estimated to be received					3
4	11	9	10	4	Interest	900362				4
5				5						5
6	-	-	-	6	Transfer In, Reserve	900391				6
7	-	10,041	10,041	7	Transfer In, WW Facilities Plan	900392				7
8	-	-	-	8	Transfer In, Federal Relief Funds		121,000	121,000	121,000	8
9				9						9
10				10						10
11				11	OTHER RESOURCES					11
12	548,667	545,678	550,000	12	Sewer Service Charges	900341	570,000	570,000	570,000	12
13	1,600	2,800	2,000	13	Sewer Connection Charges	900342	3,200	3,200	3,200	13
14	3,676	2,600	3,000	14	Late Payment Fees	900343	4,000	4,000	4,000	14
15	275	-	-	15	Sale of Assets	900363	-	-	-	15
16	-	-	500	16	Donations-Customer Assistance	900367	500	500	500	16
17	2,488	355	1,000	17	Other	900369	1,000	1,000	1,000	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	1,140,419	1,180,240	1,054,901	27	Total resources, except taxes to be levied		1,073,107	1,073,107	1,073,107	27
28			-	28	Taxes estimated to be received					28
29	-	-	-	29	Taxes collected in Year levied					29
30	1,140,419	1,180,240	1,054,901	30	TOTAL RESOURCES		1,073,107	1,073,107	1,073,107	30

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

REQUIREMENTS SUMMARY

ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

Wastewater

(name of fund)

City of Drain

(Name of Municipal Corporation)

**FORM
LB-30**

Historical Data			Adopted Budget This Year Year 2020-21	REQUIREMENT DESCRIPTION	Budget for Next Year 2021-22	Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Actual	First Preceding Year 2019-20	Second Preceding Year 2018-19							
1				PERSONNEL SERVICES					1
2	179,000	159,110	92,600	1 Salaries and Wages	111,800	901519	111,800	111,800	2
3	17,378	8,925	2,443	2 Overtime	8,000	901536	8,000	8,000	3
4				3 Benefits					4
5	35,491	44,895	30,100	4 Retirement-PERS	30,700	901510	30,700	30,700	5
6	14,934	12,765	6,000	5 Payroll Taxes	9,000	901511	9,000	9,000	6
7	5,271	5,345	3,000	6 Workers Compensation	5,100	901513	5,100	5,100	7
8	1,061	748	900	7 Unemployment	1,400	901514	1,400	1,400	8
9	44,770	45,131	49,000	8 Employee Insurance	52,000	901515	52,000	52,000	9
10	833	562	450	9 Maintenance Apparel	450	901517	450	450	10
11	298,738	277,481	184,493	10 TOTAL PERSONNEL SERVICES	218,450		218,450	218,450	11
12	2.59	2.59	2.89	11 Total Full-Time Equivalent (FTE)	1.65		1.65	1.65	12
13				MATERIALS AND SERVICES					13
14	952	4,371	3,500	12 Attorney	500	901602	500	500	14
15	76	3,500	5,000	13 Audit	5,000	901604	5,000	5,000	15
16	7,500	12,500	13,500	14 Insurance	15,000	901606	15,000	15,000	16
17	2,577	3,071	4,000	15 Education-Training-Travel	4,000	901607	4,000	4,000	17
18	280	560	2,000	16 Dues and Membership	2,000	901608	2,000	2,000	18
19	1,670	1,814	2,000	17 Postage-Print-Advertising	2,000	901609	2,000	2,000	19
20	10,618	5,474	14,000	18 Office-Operating Supplies and Services	10,000	901615	10,000	10,000	20

REQUIREMENTS SUMMARY

ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

Wastewater

(name of fund)

City of Drain

(Name of Municipal Corporation)

	Historical Data			Adopted Budget This Year Year 2020-21	REQUIREMENT DESCRIPTION		Budget for Next Year 2021-22			
	Actual Second Preceding Year 2018-19	First Preceding Year 2019-20					Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
21	1,273	2,141	2,000	21	Telephone	901617	2,000	2,000	2,000	21
22	15,170	33,955	20,000	22	Water	901618	30,000	30,000	30,000	22
23	9,075	44,003	15,000	23	Vehicle Operation-Maintenance	901620	10,000	10,000	10,000	23
24	13,942	2,865	20,000	24	Operation and Maint.-Chemicals and Supplies	901623	5,000	5,000	5,000	24
25	14,310	20,782	20,000	25	Electricity	901627	20,000	20,000	20,000	25
26	8,633	8,295	10,000	26	Laboratory Testing-Required	901628	10,000	10,000	10,000	26
27	17,059	20,055	20,000	27	Contract Services	901629	20,000	20,000	20,000	27
28	5,256	8,384	8,000	28	Building Maintenance	901630	8,000	8,000	8,000	28
29	3,326	3,427	5,000	29	DEQ Fees	901631	7,500	7,500	7,500	29
30	-	-	500	30	Overpayments and Refunds	901632	500	500	500	30
31	430	262	500	31	Bad Debt Calculation	901633	1,000	1,000	1,000	31
32	1,800	2,275	2,200	32	Maint.-Sewer Dike and Sludge Dump Site	901634	3,000	3,000	3,000	32
33	-	-	500	33	Donated Customer Assistance	901635	500	500	500	33
34	-	16,783	17,826	34	Police Service Contract	901640	18,500	18,500	18,500	34
35	-	536	475	35	Public Purpose	901642	500	500	500	35
36	113,947	195,054	186,001	35	TOTAL MATERIALS AND SERVICES		175,000	175,000	175,000	36
37				36	CAPITAL OUTLAY					37
38				38						38
39	-	-	-	39	TOTAL CAPITAL OUTLAY		-	-	-	39
40	412,685	472,535	370,494	40	ORGANIZATIONAL UNIT / ACTIVITY TOTAL		393,450	393,450	393,450	40

REQUIREMENTS SUMMARY
NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM
Wastewater

(name of fund)

FORM
LB-30

City of Drain

(Name of Municipal Corporation)

Historical Data				REQUIREMENTS DESCRIPTION	Budget for Next Year 2021-22			
Actual Second Preceding Year 2018-19	First Preceding Year 2019-20	Adopted Budget This Year Year 2020-21			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
			1	PERSONNEL SERVICES NOT ALLOCATED				1
			2	TOTAL PERSONNEL SERVICES				2
			3	Total Full-Time Equivalent (FTE)				3
			4	MATERIALS AND SERVICES NOT ALLOCATED				4
			5	TOTAL MATERIALS AND SERVICES				5
			6	CAPITAL OUTLAY NOT ALLOCATED				6
			7	System Construction and Replacement	901710	150,000	150,000	150,000
			8	System Testing-Equipment	901711	5,000	5,000	5,000
			9	System Treatment-Equipment	901713	5,000	5,000	5,000
			10	TOTAL CAPITAL OUTLAY		160,000	160,000	160,000
			11	DEBT SERVICE				11
			12	WW System Improvement Loan-Principal	901801	17,000	17,000	17,000
			13	WW System Improvement Loan-Interest	901802	19,000	19,000	19,000
			14	WW Construction Y16003-Principal	901805	131,000	131,000	131,000
			15	WW Construction Y16003-Interest	901806	44,000	44,000	44,000
			16					16
			17					17
			18	TOTAL DEBT SERVICE		211,000	211,000	211,000
			19	SPECIAL PAYMENTS				19
			20	TOTAL SPECIAL PAYMENTS				20
			21	INTERFUND TRANSFERS				21
			22	General - Interest in Lieu of Tax 5%	901923	29,000	28,500	28,500
			23	Office Equipment Fund	901924	2,000	2,000	2,000
			24	Street Fund - New Street Sweeper	901926	5,000	5,000	5,000
			25	TOTAL INTERFUND TRANSFERS		36,000	35,500	35,500
			26	OPERATING CONTINGENCY	901901	272,657	272,657	272,657
			27	RESERVED FOR FUTURE EXPENDITURE				27
			28	UNAPPROPRIATED ENDING BALANCE	901990			
			29	Total Requirements NOT ALLOCATED		407,000	406,500	406,500
			30	Total Requirements for ALL Org Units/Programs within fund		393,450	393,950	393,950
			31	Ending balance (prior years)				31
			32	TOTAL REQUIREMENTS		1,073,107	1,073,107	1,073,107

SPECIAL FUND
RESOURCES AND REQUIREMENTS
Office Equipment Replacement
(name of fund)

City of Drain
(Name of Municipal Corporation)

Historical Data				DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2021-22			
Actual Second Preceding Year 2018-19	Actual First Preceding Year 2019-20	Adopted Budget This Year Year 2020-21			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1				RESOURCES				
2	20,025	20,024	15,024	1 Cash on hand * (cash basis), or	16,776	16,776	16,776	16,776
3				2 Working Capital (accrual basis)				
4				3 Previously levied taxes estimated to be received				
5				4 Interest				
6	2,000	2,000	2,000	5 Transfer In-Electric	2,000	2,000	2,000	2,000
7	2,000	2,000	2,000	6 Transfer In-Water	2,000	2,000	2,000	2,000
8	2,000	2,000	2,000	7 Transfer In-Wastewater	2,000	2,000	2,000	2,000
9				8				
10	26,025	26,024	21,024	9 Total Resources, except taxes to be levied	22,776	22,776	22,776	22,776
11				10 Taxes estimated to be received				
12				11 Taxes collected in year levied				
13	26,025	26,024	21,024	12 TOTAL RESOURCES	22,776	22,776	22,776	22,776
14				13 REQUIREMENTS **				
15				14 Org Unit or Prog & Activity				
16	195	-	2,000	15 General	2,000	2,000	2,000	2,000
17	13,472	5,429	19,000	16 Office Equipment	5,000	5,000	5,000	5,000
18	6,700	-	-	17 Office Equipment-Capital Purchase	-	-	-	-
19				18 Transfer Out				
20				19				
21				20				
22				21				
23				22				
24				23				
25				24				
26				25				
27				26				
28	34,391	20,595		27 Ending balance (prior years)				
29			24	28 UNAPPROPRIATED ENDING FUND BALANCE	15,776	15,776	15,776	15,776
30	54,758	26,024	21,024	29 TOTAL REQUIREMENTS	22,776	22,776	22,776	22,776

150-504-010 (Rev. 10-16) *The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year
**List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.

**SPECIAL FUND
RESOURCES AND REQUIREMENTS
Economic Development Revolving Loan**
(name of fund)

(Name of Municipal Corporation)
City of Drain

Historical Data		DESCRIPTION	Budget for Next Year 2021-22			
Actual	Adopted Budget		Proposed By	Approved By	Adopted By	
Second Preceding Year 2018-19	First Preceding Year 2019-20	RESOURCES	Budget Officer	Budget Committee	Governing Body	
1		1				1
2	513,153	2	571,374	571,374	571,374	2
3		3				3
4		4				4
5	356	5				5
6	20,864	6				6
7	376	7				7
8	15,360	8	15,600	15,600	15,600	8
9	13,409	9	12,800	12,800	12,800	9
10	563,518	10	599,774	599,774	599,774	10
11		11				11
12		12				12
13	563,518	13	599,774	599,774	599,774	13
14		14				14
15		15				15
16		16				16
17	503	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	463,290	28				28
29		29	94,724	94,724	94,724	29
30	463,793	30	599,774	599,774	599,774	30

150-504-010 (Rev. 10-16)

**List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.

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

UNAPPROPRIATED ENDING FUND BALANCE

TOTAL REQUIREMENTS

SPECIAL FUND
RESOURCES AND REQUIREMENTS
Cemetery Perpetual Care Trust
(name of fund)

(Name of Municipal Corporation)
City of Drain

Historical Data			Adopted Budget This Year Year 2020-21		DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2021-22					
Actual Second Preceding Year 2018-19	First Preceding Year 2019-20	Adopted Budget This Year Year 2020-21	Proposed By Budget Officer	Approved By Budget Committee		Adopted By Governing Body	1	2	3	4	
1					RESOURCES	1				1	
2	140,589	140,588	146,588	108,980	2	2	700301	108,980	108,980	108,980	2
3					3	3					3
4					4	4					4
5	1,018	838	1,000	1,000	5	5	700362	1,000	1,000	1,000	5
6	2,024	3,250	2,000	2,000	6	6	700341	2,000	2,000	2,000	6
7	-	-	500	500	7	7	700342	500	500	500	7
8	-	-	-	-	8	8	700364	-	-	-	8
9					9	9					9
10	143,630	144,676	150,088	112,480	10	10		112,480	112,480	112,480	10
11					11	11					11
12					12	12					12
13	143,630	144,676	150,088	112,480	13	13		112,480	112,480	112,480	13
14					14	14					14
15					15	15					15
16	1,000	1,000	1,000	1,000	16	16	701921	1,000	1,000	1,000	16
17	18	147	-	-	17	17	701640	-	-	-	17
18	15	40,000	-	-	18	18	701901	-	-	-	18
19	-	-	40,000	40,000	19	19		40,000	40,000	40,000	19
20					20	20					20
21					21	21					21
22					22	22					22
23					23	23					23
24					24	24					24
25					25	25					25
26					26	26					26
27					27	27					27
28	138,579	103,529			28	28					28
29			109,088	71,480	29	29	701902	71,480	71,480	71,480	29
30	139,612	144,676	150,088	112,480	30	30		112,480	112,480	112,480	30

150-504-010 (Rev. 10-16) *The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year
**List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.

**SPECIAL FUND
RESOURCES AND REQUIREMENTS
Special City Allotment**
(name of fund)

(Name of Municipal Corporation)
City of Drain

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2021-22		
Actual Second Preceding Year 2018-19	First Preceding Year 2019-20	Adopted Budget This Year Year 2020-21		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
1			1 RESOURCES			1
2	50,000	50,000	2 Cash on hand * (cash basis), or	-	-	2
3		50,000	3 Working Capital (accrual basis)			3
4			4 Previously levied taxes estimated to be received	-	-	4
5	-	-	5 Interest			5
6	-	-	6 SCA Grant	-	-	6
7	-	-	7			7
8			8			8
9			9			9
10	50,000	50,000	10 Total Resources, except taxes to be levied	-	-	10
11			11 Taxes estimated to be received			11
12			12 Taxes collected in year levied			12
13	50,000	50,000	13 TOTAL RESOURCES	-	-	13
14			14 REQUIREMENTS **			14
15			15 Org Unit or Prog & Detail			15
16	-	50,000	16 Street Transfer Out	-	-	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	-	50,000	28 Ending balance (prior years)			28
29			29 UNAPPROPRIATED ENDING FUND BALANCE	-	-	29
30	-	50,000	30 TOTAL REQUIREMENTS	-	-	30

150-504-010 (Rev. 10-16) *The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year
**List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.
Page 1

SPECIAL FUND
RESOURCES AND REQUIREMENTS
Water Improvement SDG
(Name of Fund)

City of Drain
(Name of Municipal Corporation)

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2021-22			
Actual Second Preceding Year 2018-19	First Preceding Year 2019-20	Adopted Budget This Year Year 2020-21		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1			RESOURCES				
2	2,446	2,446	1	8,996	8,996	8,996	2
3			2				3
4			3				4
5			4				5
6	1,650	4,900	5	200	200	200	6
7	-	-	6	10	10	10	7
8			7				8
9			8				9
10	4,096	7,346	9	9,206	9,206	9,206	10
11			10				11
12			11				12
13	4,096	7,346	12				13
14			13	9,206	9,206	9,206	14
15			14				15
16			15				16
17			16				17
18			17				18
19			18				19
20			19				20
21			20				21
22			21				22
23			22				23
24			23				24
25			24				25
26			25				26
27			26				27
28	796	7,346	27				28
29			28				29
30	796	7,346	29	8,256	8,256	8,256	30
			30	9,206	9,206	9,206	30

150-504-010 (Rev. 10-16) *The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year
**List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.
Page 1

**SPECIAL FUND
RESOURCES AND REQUIREMENTS
Wastewater System Improvements**

(name of fund)

City of Drain

(Name of Municipal Corporation)

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2021-22		
Actual Second Preceding Year 2018-19	First Preceding Year 2019-20	Adopted Budget This Year Year 2020-21		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
1			RESOURCES			1
2	39,523	39,523	1 Cash on hand * (cash basis), or	640301		2
3			2 Working Capital (accrual basis)			3
4			3 Previously levied taxes estimated to be received			4
5	-	-	4 Interest			5
6	234,301	7,904	5 CDBG Grant (P15004)	640333		6
7	-	-	6 WW Grant (Y16003)	640334		7
8	1,864,675	385,088	7 Loan (Y16003)	640335		8
9			8			9
10	2,138,499	432,515	9 Total Resources, except taxes to be levied			10
11			10 Taxes estimated to be received			11
12			11 Taxes collected in year levied			12
13	2,138,499	432,515	12 TOTAL RESOURCES			13
14			13 REQUIREMENTS **			14
15			14 Org Unit or Prog & Detail			15
16	200,292	6,904	15 Wastewater			16
17	500	-	16 Engineering (P15004)			17
18	2,000	2,000	17 Wastewater			18
19	12,500	5,125	18 Legal Fees (P15004)			19
20	4,000	1,000	19 Grant Administration (17240)			20
21	1,570,581	109,535	20 Project Management (Y16003)			21
22	-	-	21 Labor Standards (P15004)			22
23	-	269,156	22 Wastewater			23
24			23 Construction (Y16003)			24
25			24 Wastewater			25
26			25 Construction (P15004)			26
27			26 Construction Contingency (Y16003)			27
28	334	38,795	27 Ending balance (prior years)			28
29			28 UNAPPROPRIATED ENDING FUND BALANCE			29
30	1,790,208	432,515	29 TOTAL REQUIREMENTS			30

150-504-010 (Rev. 10-16)

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year
 **List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.

SPECIAL FUND
RESOURCES AND REQUIREMENTS
Wastewater Facility
(name of fund)

City of Drain
(Name of Municipal Corporation)

Historical Data			DESCRIPTION	Budget for Next Year 2021-22		
Actual	Adopted Budget	Proposed By		Approved By	Adopted By	
Second Preceding Year 2018-19	First Preceding Year 2019-20	This Year 2020-21	Budget Officer	Budget Committee	Governing Body	
1			RESOURCES			1
2	10,041	10,041	1			2
3			2			3
4			3			4
5			4			5
6			5			6
7			6			7
8			7			8
9			8			9
10	10,041	10,041	9			10
11			10			11
12			11			12
13	10,041	10,041	12			13
14			13			14
15			14			15
16			15			16
17			16			17
18			17			18
19			18			19
20			19			20
21			20			21
22			21			22
23			22			23
24			23			24
25			24			25
26			25			26
27			26			27
28	10,041	-	27			28
29			28			29
30	10,041	10,041	29			30
			30			

**List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.

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

UNAPPROPRIATED ENDING FUND BALANCE

TOTAL REQUIREMENTS

SPECIAL FUND
RESOURCES AND REQUIREMENTS
Wastewater Reimbursement SDG
(name of fund)

City of Drain
(Name of Municipal Corporation)

Historical Data				DESCRIPTION	Budget for Next Year 2021-22			
Actual	Adopted Budget	Actual	Adopted Budget		Proposed By	Approved By	Adopted By	
Second Preceding Year 2018-19	First Preceding Year 2019-20	This Year 2020-21	This Year 2020-21	RESOURCES	Budget Officer	Budget Committee	Governing Body	
				1				1
				2	940301			2
3,497	3,497	4,497	4,497	3		3,497	3,497	3
				4				4
				5				5
				6	940333	1,000	1,000	6
				7	940334	20	20	7
				8				8
				9				9
3,497	3,497	5,517	5,517	10		4,517	4,517	10
				11				11
				12				12
3,497	3,497	5,517	5,517	13		4,517	4,517	13
				14				14
				15				15
				16		20	20	16
				17				17
				18		4,000	4,000	18
				19				19
				20				20
				21				21
				22				22
				23				23
				24				24
				25				25
				26				26
				27				27
3,497	3,497			28				28
				29		497	497	29
3,497	3,497	5,517	5,517	30		4,517	4,517	30

150-504-010 (Rev. 10-16)

**List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.

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

UNAPPROPRIATED ENDING FUND BALANCE

TOTAL REQUIREMENTS

SPECIAL FUND
RESOURCES AND REQUIREMENTS
Wastewater Local Improvement District
(name of fund)

City of Drain
(Name of Municipal Corporation)

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2021-22			
Actual Second Preceding Year 2018-19	First Preceding Year 2019-20	Adopted Budget This Year Year 2020-21		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	1
1			1				1
2	-	-	2	901301	-	-	2
3			3				3
4			4		-	-	4
5	-	-	5				5
6	7,000	7,000	6	910361	7,000	7,000	6
7	4,100	4,100	7	910362	4,100	4,100	7
8			8				8
9			9				9
10	11,100	11,100	10		11,100	11,100	10
11			11				11
12			12				12
13	11,100	11,100	13		11,100	11,100	13
14			14				14
15			15				15
16	-	11,100	16	911611	11,100	11,100	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	11,100	-	28				28
29			29		-	-	29
30	11,100	-	30		11,100	11,100	30

150-504-010 (Rev. 10-16) *The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year
 **List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.