

CITY OF COTTAGE GROVE

RESERVE FUNDS BUDGET SUMMARY

FUND/DEPARTMENT	FY2004-05 ACTUAL	FY2005-06 ACTUAL	FY2006-07 ACTUAL	FY2007-08 BUDGET	FY2008-09 BUDGET
General Reserve Fund	277,362	261,347	301,877	988,660	466,820
Water Reserve Fund	1,145,711	1,579,706	3,214,293	9,103,551	2,057,215
Wastewater Reserve Fund	6,641,145	4,322,323	1,875,805	1,545,196	1,468,685
Storm Drain Reserve Fund	661,254	653,284	753,561	759,189	751,750
Total Reserve Funds	8,725,472	6,816,660	6,145,536	12,396,596	4,744,470

CITY OF COTTAGE GROVE

FUND: GENERAL RESERVE FUND

FUND/DEPARTMENT #: 31

FUNCTIONS AND RESPONSIBILITIES

- The General Reserve Fund was reaffirmed and authorized by Ordinance No. 2813, on June 1, 1998, to acquire equipment, vehicles, property or buildings, to make major repairs or capital improvements, construct facilities, or to conduct contractual services related to General Fund activities or programs of the City of Cottage Grove. The reserve fund will be reviewed at the City Council's first meeting in June and the City Council will determine the continued need for the fund.

BUDGET YEAR OBJECTIVES

- Provide share of annual debt retirement for public works shop facilities.
- Finish Community Center/Library building façade project.
- Replace postage meter.
- Replace/purchase computer equipment for the Engineering and Finance Departments.
- Salvage/Restoration of Chambers Railroad Bridge
- Provide funds to paint pedestrian bridge near City Hall.
- Provide funds for construction of Fiber Optics/Broadband Project.
- Purchase additional property adjacent to Coiner Park.
- Fund miscellaneous building improvements at City Hall.
- Fund new roofs at Community Center and City Hall.
- Replace windows at the Vealy House.

SIGNIFICANT BUDGET CHANGES

- No significant budget changes are proposed in this fund.

PRIOR YEAR ACCOMPLISHMENTS

- Provided funds for fiber optics equipment and development.
- Provided Trailhead Grant Match.
- Provided 25% of funding to purchase mower for Parks Department use.
- Refurbished Community Center/Library building facade.
- Provided additional funds for the purchase of additional property near Coiner Park.
- Provided funds to replace the sewage lift station at City Hall

**City of Cottage Grove
Fiscal Year 2008-09 Budget**

31-00 GENERAL RESERVE FUND

2005-06 ACTUAL	2006-07 ACTUAL	2007-08 BUDGET	DESCRIPTION	2008-09		
				PROPOSED	APPROVED	ADOPTED
REVENUE						
175,436	188,069	197,000	41010 CARRYOVER	354,605	354,605	354,605
5,911	8,808	7,600	53200 INTEREST INCOME	5,000	5,000	5,000
80,000	105,000	784,060	55001 TRANSFER FROM GENERAL FUND	107,215	107,215	107,215
261,347	301,877	988,660	TOTAL REVENUE	466,820	466,820	466,820
EXPENDITURES						
MATERIALS AND SERVICES						
272	0	0	71000 CONTRACTUAL SERVICES	0	0	0
0	0	2,500	72100 OFFICE EQUIPMENT	2,400	2,400	2,400
0	5,306	0	72000 COMPUTER PROGRAMS/TRNG	0	0	0
272	5,306	2,500	TOTAL MATERIALS AND SERVICES	2,400	2,400	2,400
CAPITAL OUTLAY						
38,988	78,770	629,244	83000 BUILDINGS & IMPROVEMENTS	315,500	315,500	315,500
0	10,475	0	84000 MOTOR VEHICLE	0	0	0
7,102	11,869	10,000	84030 COMPUTER EQUIPMENT	7,000	7,000	7,000
0	0	300,000	84080 WIRELESS EQUIPMENT	100,000	100,000	100,000
46,090	101,114	939,244	TOTAL CAPITAL OUTLAY	422,500	422,500	422,500
26,916	26,916	26,916	90217 TRANSFER TO DEBT SERVICE	26,920	26,920	26,920
0	0	20,000	99000 CONTINGENCY	15,000	15,000	15,000
0	0	0	99012 RESERVE FOR FUTURE EXP.	0	0	0
188,069	168,541	0	99020 ENDING BALANCE	0	0	0
261,347	301,877	988,660	TOTAL EXPENDITURES	466,820	466,820	466,820

CITY OF COTTAGE GROVE

FUND: WATER RESERVE

FUND/DEPARTMENT #: 32

FUNCTIONS AND RESPONSIBILITIES

The Water Reserve Fund was authorized by Ordinance No. 2814 on June 1, 1998 for the following purposes: To acquire equipment, vehicles, property or buildings, to make major repairs and capital improvements, construct facilities, or to conduct contractual services related to the Water system of the City of Cottage Grove. The City Council will review and consider the continuation of this fund at the first meeting in June, 2008.

BUDGET YEAR OBJECTIVES

- Continue construction for upgrade of the Row River water treatment plant (WTP) and the surface water intake at the Row River WTP, including an equipment storage building.
- Remove Rujada Dam and Prather Creek Intake structure and reclaim both sites.
- Upgrade the Cottage Heights Pump Station.

PRIOR YEAR ACCOMPLISHMENTS

- Completed the design phase of the Row River water treatment plant (WTP) and the subsurface intake at the Row River WTP and continued the construction phase of the same project. Water Treatment Plant and subsurface intake are scheduled to be operational in June, 2008.
- Provided funding for materials and equipment to replace the water main along 1st Street between Quincy and Harrison.
- Acquired materials and contracted the installation of several small water line replacement projects that were constructed on Currin Blvd., Sears Road, and Bryson Sears Road.
- Obtained the funding for surcharge rebates and assistance to replace the water supply for all water customers whose municipal water service will be discontinued as a result of the City's abandonment of the Layng Creek WTP. Began distribution to affected customers. The affected customers are those located east of the Dorena Mobile Home Park.

**City of Cottage Grove
Fiscal Year 2008-09 Budget**

32-00 WATER RESERVE FUND

2005-06 ACTUAL	2006-07 ACTUAL	2007-08 BUDGET	DESCRIPTION	2008-09		
				PROPOSED	APPROVED	ADOPTED
REVENUE						
775,788	569,987	123,123	41010 CARRYOVER	953,605	953,605	953,605
691,400	688,639	1,035,611	45011 WATER SURCHARGE	1,064,610	1,064,610	1,064,610
0	1,515,345	6,125,000	51015 STATE REVOLVING LOAN FUND	0	0	0
23,654	25,076	15,000	53200 INTEREST INCOME	9,000	9,000	9,000
5,316	(3,157)	0	54060 MISCELLANEOUS REVENUE	30,000	30,000	30,000
0	0	1,374,817	54400 BOND SALE/LOAN PROCEEDS	0	0	0
83,548	35,024	55,000	55002 TRANSFER FROM WATER FUND	0	0	0
0	0	375,000	55030 TRANSFER FROM WATER SDC FUND	0	0	0
1,579,706	2,830,914	9,103,551	TOTAL REVENUE	2,057,215	2,057,215	2,057,215
EXPENDITURES						
MATERIALS & SERVICES						
119,580	3,708	656,064	71000 CONTRACTUAL SERVICES	47,200	47,200	47,200
47,481	25,111	33,585	79900 ADMINISTRATIVE FEE	69,820	69,820	69,820
64,344	95,112	165,189	79910 ENGINEERING SERVICE FEES	22,800	22,800	22,800
0	0	1,320,000	79940 SURCHARGE REBATE/LUMP SUM PMT	0	0	0
231,405	123,931	2,174,838	TOTAL MATERIALS & SERVICES	139,820	139,820	139,820
CAPITAL OUTLAY						
377,607	2,702,214	5,832,495	83000 BUILDINGS & IMPROVEMENTS	955,090	955,090	955,090
57,311	66,040	60,000	83040 INFRASTRUCTURE REPLACEMENT	60,000	60,000	60,000
32,967	21,666	24,325	84000 MOTOR VEHICLES	1,500	1,500	1,500
14,516	4,629	105,717	84010 WORK EQUIPMENT	78,000	78,000	78,000
960	860	3,500	84030 COMPUTER EQUIPMENT	3,000	3,000	3,000
483,361	2,795,409	6,026,037	TOTAL CAPITAL OUTLAY	1,097,590	1,097,590	1,097,590
294,953	294,953	404,518	90217 TRANSFER TO DEBT SERVICE	781,195	781,195	781,195
0	0	313,158	99000 CONTINGENCY	38,610	38,610	38,610
0	0	185,000	99012 RESERVE FOR FUTURE EXP.	0	0	0
569,987	0	0	99020 ENDING BALANCE	0	0	0
569,987	0	498,158	TOTAL ENDING BALANCE	38,610	38,610	38,610
1,579,706	3,214,293	9,103,551	TOTAL EXPENDITURES	2,057,215	2,057,215	2,057,215

CITY OF COTTAGE GROVE

FUND: WASTEWATER RESERVE

FUND/DEPARTMENT #: 35-00

FUNCTIONS AND RESPONSIBILITIES

The Wastewater Reserve Fund was authorized by Ordinance No. 2815 on June 1, 1998 for the following specified purposes: To accumulate monies to acquire equipment, vehicles, property or buildings, to make major repairs or capital improvements, construct facilities, or to conduct contractual services related to the wastewater system of the City of Cottage Grove. The revenue raised by the wastewater surcharge accumulates in this fund for these purposes. The City Council will review and consider the continuation of this fund at the first meeting in June, 2008.

BUDGET YEAR OBJECTIVES

- Provide the remainder of funding and pay debt service for the upgrades to the Wastewater Treatment Plant.
- Perform rehabilitation to numerous manholes in the collection system.
- Purchase various work equipment.
- Develop additional reuse opportunities and agreements to include the Cottage Grove Hospital grounds and the Interstate 5 Exit 174 interchange.
- Obtain the necessary DEQ permits to allow for the reuse of treated effluent at various sites.
- Obtain a current National Pollutant Discharge Elimination System (NPDES) and a Biosolids Management Plan (BMP) permit for the new Wastewater Treatment Plant.

SIGNIFICANT BUDGET CHANGES

No budget changes are proposed in this fund.

**City of Cottage Grove
Fiscal Year 2008-09 Budget**

35-00 WASTEWATER RESERVE

2005-06 ACTUAL	2006-07 ACTUAL	2007-08 BUDGET	DESCRIPTION	2008-09		
				PROPOSED	APPROVED	ADOPTED
REVENUE						
192,061	400,716	262,935	41010 CARRYOVER	793,575	793,575	793,575
566,260	579,195	648,444	45043 WW SYS IMPR SURCHARGE	666,110	666,110	666,110
3,440,837	887,718	0	51015 STATE REVOLVING LOAN FUND	0	0	0
0	10,953	7,000	53200 INTEREST INCOME	7,000	7,000	7,000
2,190	-2,777	2,000	54060 MISCELLANEOUS REVENUE	2,000	2,000	2,000
0	0	24,817	54400 LOAN PROCEEDS	0	0	0
120,975	0	0	55023 TRANS. FROM WASTEWATER FUND	0	0	0
0	0	600,000	55030 TRANSFER FROM WASTEWATER SDC FUND	0	0	0
4,322,323	1,875,805	1,545,196	TOTAL REVENUE	1,468,685	1,468,685	1,468,685
EXPENDITURES						
MATERIALS & SERVICES						
93,210	3,195	12,529	71000 CONTRACTUAL SERVICES	35,690	35,690	35,690
29,340	72,830	70,809	79900 ADMINISTRATIVE FEE	56,505	56,505	56,505
63,859	37,591	3,911	79910 ENGINEERING SERVICE FEES	29,620	29,620	29,620
186,409	113,616	87,249	TOTAL MATERIALS & SERVICES	121,815	121,815	121,815
CAPITAL OUTLAY						
3,690,817	613,678	50,215	83000 BUILDINGS & IMPROVEMENTS	273,660	273,660	273,660
0	0	10,000	83040 INFRASTRUCTURE REPLACEMENT	0	0	0
10,163	0	20,725	84000 MOTOR VEHICLES	0	0	0
5,159	5,036	75,117	84010 WORK EQUIPMENT	0	0	0
2,143	861	2,500	84030 COMPUTER EQUIPMENT	29,500	29,500	29,500
3,708,282	619,575	158,557	TOTAL CAPITAL OUTLAY	303,160	303,160	303,160
26,916	472,227	1,269,610	90217 TRANSFER TO DEBT SERVICE	713,480	713,480	713,480
0	0	29,780	99000 CONTINGENCY	8,840	8,840	8,840
0	0	0	99012 RESERVE FOR FUTURE EXP.	321,390	321,390	321,390
400,716	670,387	0	99020 ENDING BALANCE	0	0	0
400,716	670,387	29,780	TOTAL ENDING BALANCE	330,230	330,230	330,230
4,322,323	1,875,805	1,545,196	TOTAL EXPENDITURES	1,468,685	1,468,685	1,468,685

CITY OF COTTAGE GROVE

FUND: STORM DRAIN RESERVE

FUND/DEPARTMENT #: 36

FUNCTIONS AND RESPONSIBILITIES

The Storm Drain Reserve Fund was authorized by Ordinance No. 2818, on June 1, 1998 to accumulate funds for the following specified purposes: To acquire equipment, vehicles, property or buildings, to make major repairs or capital improvements, construct facilities, or to conduct contractual services related to the storm drainage system of the City of Cottage Grove. The revenue raised by the Storm Drainage surcharge fee accumulates in this fund for these purposes. The City Council will review and consider the continuation of this fund at the first meeting in June, 2008.

BUDGET YEAR OBJECTIVES

- Provide funding for materials and equipment to replace numerous sections of the storm drainage system by the City's Public Works crew.
- Perform design engineering and associated construction improvements that will separate certain storm drainage inflows from the sanitary sewer system.
- Complete engineering design and construction of various sections of the storm drainage system.
- Continue to provide a portion of the lease/purchase payment on a street sweeper and backhoe that was acquired in 2007.

SIGNIFICANT BUDGET CHANGES

No budget changes are proposed in this fund.

PRIOR YEAR ACCOMPLISHMENTS

- The department provided funding for the storm drainage share of the annual debt payment for the loan to complete the City shop improvements.
- Provided funding for various pieces of work equipment for the Public Works Department.
- Repaired failed stormwater outfall and pipe at First and Jefferson.

**City of Cottage Grove
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36-00 STORM DRAIN RESERVE

2005-06 ACTUAL	2006-07 ACTUAL	2007-08 BUDGET	DESCRIPTION	2008-09		
				PROPOSED	APPROVED	ADOPTED
REVENUE						
512,361	602,734	581,134	41010 CARRYOVER	609,945	609,945	609,945
118,489	120,698	120,090	45051 STORM DRAIN SURCHARGE	123,805	123,805	123,805
22,434	30,129	13,000	53200 INTEREST INCOME	18,000	18,000	18,000
0	0	44,965	54400 LOAN PROCEEDS	0	0	0
653,284	753,561	759,189	TOTAL REVENUE	751,750	751,750	751,750
EXPENDITURES						
MATERIALS & SERVICES						
502	0	3,000	71000 CONTRACTUAL SERVICES	3,000	3,000	3,000
0	0	0	79900 ADMINISTRATIVE FEE	8,045	8,045	8,045
3,137	18,147	73,295	79910 ENGINEERING SERVICES	83,630	83,630	83,630
3,639	18,147	76,295	TOTAL MATERIALS & SERVICES	94,675	94,675	94,675
CAPITAL OUTLAY						
19,805	101,737	458,930	83000 BUILDINGS & IMPROVEMENTS	541,260	541,260	541,260
0	3,920	60,000	83040 INFRASTRUCTURE REPLACEMENT	55,000	55,000	55,000
0	0	45,873	84000 MOTOR VEHICLES	1,500	1,500	1,500
190	3,661	38,117	84010 WORK EQUIPMENT	18,700	18,700	18,700
19,995	109,318	602,920	TOTAL CAPITAL OUTLAY	616,460	616,460	616,460
26,916	26,916	33,039	90217 TRANSFER TO DEBT SERVICE	36,375	36,375	36,375
0	0	46,935	99000 CONTINGENCY	4,240	4,240	4,240
0	0	0	99012 RESERVE FOR FUTURE EXP.	0	0	0
602,734	599,180	0	99020 ENDING BALANCE	0	0	0
602,734	599,180	46,935	TOTAL ENDING BALANCE	4,240	4,240	4,240
653,284	753,561	759,189	TOTAL EXPENDITURES	751,750	751,750	751,750