

KLAMATH COUNTY DRAINAGE

SERVICE DISTRICT



ANNUAL BUDGET

2008-2009

**KLAMATH COUNTY DRAINAGE
SERVICE DISTRICT
2008-09 ANNUAL BUDGET**
(Adopted Budget)

BUDGET COMMITTEE

District Directors

Al Switzer
John Elliott
William R. Brown

Lay Members

James Caylor
Brian Fitzgerald
Greg Williams

Budget Officer: Michael Long
Budget Assistant: Darcy Holloway

KLAMATH COUNTY, OREGON
305 MAIN STREET, SUITE 224
KLAMATH FALLS, OREGON 97601
(541) 883-5100

TABLE OF CONTENTS

BOARD OF DIRECTORS i
BUDGET FORMAT AND PROCESS ii
FUND SUMMARYiii

BUDGET DOCUMENTS

BUDGET MESSAGE 1
BUDGET COMMITTEE MEETING CALENDAR 2
NOTICE OF BUDGET COMMITTEE HEARINGS..... 3
NOTICE OF BUDGET HEARING..... 4
ADOPTION & APPROPRIATION OF BUDGET..... 5
CERTIFICATION TO ASSESSOR..... 7
DESIGNATING POSITIONS TO EXPEND..... 8

BUDGET DETAILS

CHART 9
RESOURCES 10
EXPENDITURES 11

KLAMATH COUNTY DRAINAGE SERVICE DISTRICT
KLAMATH FALLS, OREGON

June 30, 2008

BOARD OF DIRECTORS

<u>Name</u>	<u>Position</u>	<u>Term Expires</u>
Al Switzer 305 Main Street Klamath Falls, OR 97601	Director County Commissioner	January 5, 2009
William R. Brown 305 Main Street Klamath Falls, OR 97601	Director County Commissioner	January 5, 2009
John Elliott 305 Main Street Klamath Falls, OR 97601	Chairman County Commissioner	January 3, 2011

Stan Strickland

Managing Agent

Public Works Director

Michael Long

Financial Manager

County Treasurer

MAILING ADDRESS

Klamath County Drainage Service District
305 Main Street, Room 122
Government Center
PO Box 340
Klamath Falls, Oregon 97601-0349
TEL. (541) 883-4269

BUDGET FORMAT & PROCESS

BUDGET DOCUMENT FORMAT

The Klamath County Drainage Service District is composed of object classification: personal services, material and services, capital outlay, debt service, special payments, interfund transfers, operating contingencies, and reserve for future expenditures.

The first two sections contain budget documents required by budget law and budget summary information. The last section contains the program descriptions, budget appropriation level and program objectives. Attached is the line item appropriations detail.

THE BUDGET PROCESS

The budget process starts in January with revenue and expenditure estimates. Then in early spring, a budget request is submitted. The Budget Officer compiles the data and presents a "proposed budget" to the Budget Committee. The Budget Committee consists of the three persons from the District plus the County Commissioners. The Budget Committee meets with the Managing Agent and hears public input and sets priorities for the coming budget year. The County Commissioners then adopt a final budget prior to June 30th.

The public is encouraged to attend and become involved in this citizen input mechanism. Your local government officials are very interested in your opinions on drainage services. All Budget Committee and County Commissioners meetings are advertised in the local papers and are open to the public. Correspondence is always accepted in the County Commissioners Office - 305 Main Street, Suite 224, Klamath Falls, Oregon 97601 or call 541-883-5100.

WE ENCOURAGE YOUR INPUT!

FUND SUMMARY

FUND ACCOUNTING

The accounts of Klamath County Drainage Service District are organized on the basis of funds and accounts grouped, each of which is considered a separate accounting entity. The operations of the fund are accounted for in a set of self-balancing accounts that record its assets, liabilities, revenues, and expenditures. Klamath County Drainage Service District's revenues are allocated to individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled.

GOVERNMENTAL FUND TYPES

General Fund - The general fund is used to account for revenues which are not required to be accounted for in another fund. It is the only fund in the district at this time. It is used to finance the operations of the district. Revenues accrue to the fund principally from user charges on the tax roll.

BASIS OF ACCOUNTING

Basis of accounting refers to revenues and expenditures being recognized in the accounts and reports in the financial statements. Most funds in Klamath County Drainage Service District are accounted for using the modified accrual basis of accounting. Fund revenues are recognized when they become measurable and available. Expenditures are recognized when they are incurred.

The fiscal year for local governments in Oregon is July 1st to June 30th.

FUND DESCRIPTIONS

General Fund - 100

This fund is the general operating fund of the district. It is the only fund at this time. It is used to account for all financial resources except those required to be reported in another fund. Its purpose is carrying out the legislative and executive functions of the district.

BUDGET DOCUMENTS

PRELIMINARY BUDGET MESSAGE

Presented to the Klamath County Drainage Service District Committee
April 15, 2008

We are presenting a "balanced" budget to the Budget Committee. The District was duly formed by Klamath County in 1980 pursuant to an election for the purpose of providing surface and storm water drainage, including all facilities necessary for the collecting, pumping, and disposing of storm drainage with authority to install drainage works. The Klamath County Board of Commissioners, as the District's governing body, implemented and activated said district on October 1, 1990.

The District is using revenues collected to provide the maintenance of the drainage system. The following is the work plan in addition to the normal maintenance and cleaning for the coming year:

- Put away funds, for purchase of ponds, if necessary.
- Revenues: 2006-07 \$2,092,127 Expenditures: \$131,328
- Note: Cash carryover is \$1,960,799

The District has contracted with the Klamath County Public Works and the Enterprise Irrigation District (their ditch system) to provide maintenance of the drainage system, which is shown in the drainage maintenance and contract services line items for the coming year. The drainage district is repairing and cleaning sections of the system each year. The District is monitoring the water quality of the storm runoff in co-operation with the City of Klamath Falls and the Oregon DEQ. The District does not have any employees at this time. All services are contracted out, except for managing and financial, which the Public Works Director and the County Treasurer are doing.

The fee charges (\$24 per year) fall under the compression of Measure Five regulations. The budget has taken this into consideration.

CHANGES IN BUDGET

There were no changes in the budget during the fiscal year 2007-08.

The proposed budget will provide the funding to operate the Drainage Service District for 2008-2009.

Sincerely,

MR Long

Michael R. Long
Budget Officer

KLAMATH COUNTY DRAINAGE SERVICE DISTRICT BUDGET COMMITTEE MEETING CALENDAR

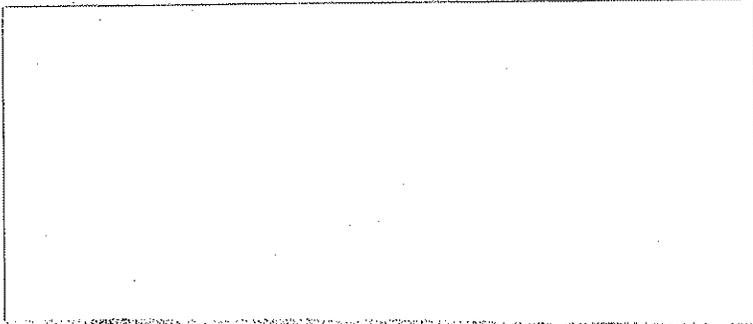
The following is a schedule of the fiscal year 2008-09 Klamath County Drainage Service District Budget Committee meetings. All sessions will be held in the Commissioner Hearing Room, 305 Main Street, Suite 224, Klamath Falls, Oregon. The public is invited to all sessions. Testimony from the public will be received each day after each topic.

Tuesday, April 15	2:00 p.m. - 2:30 p.m.	Presentation and Approval of Klamath County Drainage Service District (1-C) 2008-09 Budget
Tuesday, June 17	10:00 a.m. -	Public Hearing on Klamath County Drainage Service District (1-C) 2008-09 Budget, close Commissioners to adopt, make appropriations, Certify the fee

Affidavit of Publication

**STATE OF OREGON,
COUNTY OF KLAMATH**

I, Jeanine P. Day, Business Manager, being first duly sworn, depose and say that I am the principal clerk of the publisher of the Herald and News a newspaper in general circulation, as defined by Chapter 193 ORS, printed and published at Klamath Falls in the aforesaid county and state; that I know from my personal knowledge that the



Legal # 9952

Public Notice

a printed copy of which is hereto annexed, was published in the entire issue of said newspaper for: (2)
Two

Insertion(s) in the following issues:

March 19, 27, 2008

Total Cost: \$274.38

Subscribed and sworn by Jeanine P Day
before me on: March 27, 2008

NOTICE OF BUDGET COMMITTEE MEETING

A public meeting of the Budget Committee of the Klamath County Drainage Service District Klamath, State of Oregon to discuss the budget for the fiscal year July 1, 2008 to June 30, 2009 will be held at Klamath County Government Center, 305 Main Street, Hearing Room #219, Klamath Falls, Oregon. The meeting will take place on the 15th day of April, 2008 at 2:00 p.m. The purpose of the 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 April 2, 2008 at Klamath County Government Center, 305 Main Street, Room #224, Klamath Falls, Oregon, between the hours of 8:00 a.m. and 5:00 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. The date and time is as follows:

KLAMATH COUNTY DRAINAGE SERVICE DISTRICT BUDGET COMMITTEE MEETING CALENDAR

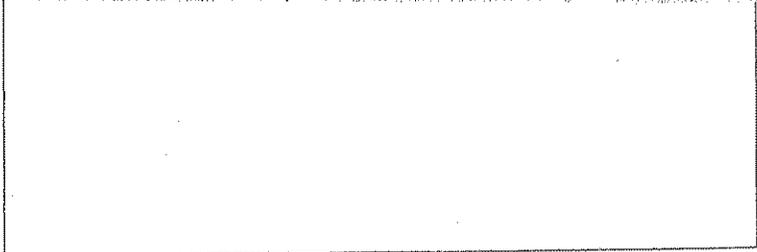
Tuesday, April 15	2:00 - 2:30	Presentation and Approval of Klamath County Drainage Service District (1-C) 2008-09 Budget
Tuesday, June 17	10:00 -	Public Hearing on Klamath County Drainage Service 2008-2009 Budget

Board of Directors to adopt, make appropriations, certify the tax levies

#9952, March 19/27, 2008

Beth Furtado
Notary Public of Oregon

My commission expires November 15, 2008



Affidavit of Publication

**STATE OF OREGON,
COUNTY OF KLAMATH**

I, Jeanine P. Day, Business Manager, being first duly sworn, depose and say that I am the principal clerk of the publisher of the Herald and News a newspaper in general circulation, as defined by Chapter 193 ORS, printed and published at Klamath Falls in the aforesaid county and state; that I know from my personal knowledge that the

Legal # 10235
Public Notice

a printed copy of which is hereto annexed, was published in the entire issue of said newspaper for: (1)
One

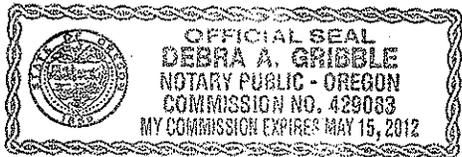
Insertion(s) in the following issues:
June 6, 2008

Total Cost: \$153.33

Jeanine P. Day
Subscribed and sworn by Jeanine P Day
before me on: June 6, 2008

FORM LB-1 NOTICE OF BUDGET HEARING			
A meeting for the KLAMATH COUNTY BOARD OF DIRECTORS will be held on June 17, 2008 at 10:00 a.m. at 305 Main Street, Hearing Rm #219, Klamath Falls, Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2008 as approved by the Klam Co Drainage Svc Distr Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at Commissioners' Office, 305 Main St., Room #224, Klamath Falls, Oregon between the hours of 8:30am and 5:00p.m. This certifies that the budget was prepared on a basis of accounting that is <input checked="" type="checkbox"/> consistent <input type="checkbox"/> not consistent with the basis of accounting used during the preceding year. Major changes, if any, and their effect on the budget, are explained below.			
County Klamath	City Klamath Falls	Chairperson of Governing Body Al Switzer	Telephone Number 541-883-5100
FINANCIAL SUMMARY			
<input checked="" type="checkbox"/> Check this box if your budget only		Adopted Budget This Year 2007-08	Approved Budget Next Year 2008-09
TOTAL OF ALL FUNDS			
Anticipated Requirements	1. Total Personal Services.....	0	0
	2. Total Materials and Services.....	215,100	215,100
	3. Total Capital Outlay.....	125,000	125,000
	4. Total Debt Service.....	0	0
	5. Total Transfers.....	0	0
	6. Total Contingencies.....	500,000	500,000
	7. Total All Other Expenditures and Requirements.....	1,404,650	1,472,900
	8. Total Unappropriated or Ending Fund Balance.....	0	0
	9. TOTAL REQUIREMENTS--add lines 1 thru 8.....	2,244,750	2,313,000
Anticipated Resources	10. Total Resources Except Property Taxes.....	2,244,750	2,313,000
	11. Total Property Taxes Required to Balance Budget.....	0	0
	12. TOTAL RESOURCES--add lines 10 and 11.....	2,244,750	2,313,000
Estimated Ad Valorem Property Taxes	13. Total Property Taxes Required To Balance Budget (line 11).....	0	0
	14. Plus: Estimated Property Taxes Not to Be Received..	0	0
	A. Loss Due to Constitutional Limits.....	0	0
	B. Discounts Allowed, Other Uncollected Amounts.....	0	0
	15. TOTAL TAX LEVIED--add lines 13 and 14.....	0	0
Tax Levies By Type	16. Permanent Rate Limit Levy (rate limit 0.0000)	0.0000	0.0000
	17. Local Option Levy.....	0	0
	18. Levy for Payment of Bonded Debt.....	0	0
STATEMENT OF INDEBTEDNESS			
Debt Outstanding		Debt Authorized, Not Incurred	
<input checked="" type="checkbox"/> None <input type="checkbox"/> As Summarized Below		<input checked="" type="checkbox"/> None <input type="checkbox"/> As Summarized	
180-504-075-2 (Rev. 01-08)			
#10235 June 6, 2008			

Notary Public of Oregon
My commission expires May 15, 2012



BOARD OF DIRECTORS KLAMATH COUNTY SERVICE DRAINAGE DISTRICT
KLAMATH COUNTY, OREGON

IN THE MATTER OF THE ADOPTION)
OF THE KLAMATH COUNTY DRAINAGE)
SERVICE DISTRICT BUDGET FOR)
FISCAL YEAR 2008-2009 AND)
MAKING APPROPRIATIONS)

BUDGET RESOLUTION NO. 2008-013

WHEREAS, the Klamath County Drainage Service District budget for fiscal year 2008-2009 has been prepared and published as prescribed by law; and

WHEREAS, the Budget Committee approved the budget on April 15, 2008; and

WHEREAS, a public hearing was advertised and held on June 17, 2008; and

WHEREAS, final adjustments to the budget were made according to ORS 294.435(1);

THEREFORE, BE IT RESOLVED that the Board of Directors (County Commissioners) of the Klamath County Drainage Service District of Klamath County, Oregon hereby adopts the budget approved by the Klamath County Drainage Service District Budget Committee on April 15, 2008 as amended in the total sum of \$2,313,000 as contained in the budget document on file in the office of County Commissioners;

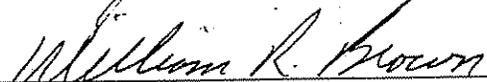
BE IT FURTHER RESOLVED, that the amounts for the fiscal year beginning July 1, 2008, and for the purposes shown below are hereby appropriated as follows:

<u>KLAMATH COUNTY DRAINAGE DISTRICT</u>		
Personal Services	\$	0
Materials & Services		215,100
Capital Outlay		125,000
Insurance - Liability		65,000
Operating Contingency		500,000
Transfer to Klamath Co. Road		4,000
Transfer to Klamath Co. Treasurer		12,000
TOTAL APPROPRIATION	\$	921,100
<u>NONAPPROPRIATED BUDGET REQUIREMENTS</u>		
Total Reserve for Fut. Exp.		1,391,900
TOTAL	\$	2,313,000

DONE AND DATED THE 17th DAY OF JUNE, 2008.



Chairman



District Director



District Director

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

FORM LB-50 2008-2009

To assessor of Klamath County

Check here if this is an amended form.

• Be sure to read instructions in the 2008-2009 Notice of Property Tax Levy Forms and Instructions booklet.

Klamath County Drainage
The Service District has the responsibility and authority to place the following property tax, fee, charge, or assessment
District name

on the tax roll of Klamath County. The property tax, fee, charge, or assessment is categorized as stated by this form.
County name

PO Box 340 Klamath Falls Oregon 97601 27 June 2008
Mailing address of district City State ZIP code Date

Michael R. Long Budget Officer 541-883-4269 mlong@co.klamath.or.us
Contact person Title Daytime telephone number Contact person e-mail address

CERTIFICATION—You must check one box.

- 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 294.435.

PART I: TOTAL PROPERTY TAX LEVY

	Subject to General Government Limits		
	Rate	—or— Dollar Amount	
1. Rate/Amount levied (within permanent rate limit)	1		
2. Local option operating tax	2		
3. Local option capital project tax	3		Excluded from Measure 5 Limits
4. Levy for "Gap Bonds"	4		
5. Levy for pension and disability obligations	5		Dollar Amount of Bond Levy
6a. Levy for bonded indebtedness from bonds approved by voters prior to October 6, 2001	6a		
6b. Levy for bonded indebtedness from bonds approved by voters after October 6, 2001	6b		
6c. Total levy for bonded indebtedness not subject to Measure 5 or Measure 50 (total of 6a + 6b)	6c		

PART II: RATE LIMIT CERTIFICATION

7. Permanent rate limit in dollars and cents per \$1,000	7	
8. Date received voter approval for rate limit if new district	8	
9. Estimated permanent rate limit for newly merged/consolidated district	9	

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 year levied	Final year to be levied	Tax amount —or— rate authorized per year by voters

PART IV: SPECIAL ASSESSMENTS, FEES, AND CHARGES

Description	Subject to General Government Limitation	Excluded from Measure 5 Limitation
1 Non-Ad Valorem Fees or Charges	150,300.00	
2 (\$24.00 per service unit)		

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 authority for putting these assessments on the roll is ORS 547.455. (Must be completed if you have an entry in Part IV.)

BOARD OF DIRECTORS KLAMATH COUNTY SERVICE DRAINAGE DISTRICT

KLAMATH COUNTY, OREGON

IN THE MATTER OF DESIGNATING)
KLAMATH COUNTY DRAINAGE SERVICE)
DISTRICT POSITIONS AUTHORIZED)
TO EXPEND AND ENCUMBER DISTRICT)
FUNDS FOR THE)
FISCAL YEAR 2008-2009)
_____)

BUDGET RESOLUTION NO. 2008-014

WHEREAS, the Fiscal Year 2008-2009 District Budget has been adopted by the Board of Directors; and

WHEREAS, budgeted expenditures are identified by fund; and

WHEREAS, the Board of Directors are responsible for all District expenditures; and

WHEREAS, the Board has chosen to delegate the authority to make expenditures of District funds or to encumber funds; and

THEREFORE, BE IT RESOLVED, that the following positions are authorized to make expenditures and make encumbrances of the budgeted funds effective July 1, 2008:

Authorized Position

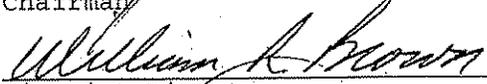
Klamath Co. Treasurer
Klamath Co. Public Works Director
Klamath Co. Public Works Manager

BE IT FURTHER RESOLVED, that the Board of Directors, when acting as a Board, when authorized by the Board, may expend or encumber any budgeted District funds for any purpose permitted by law.

DONE and DATED this 17th day of June, 2008.



Chairman



District Director



District Director

BUDGET DETAILS

DRAINAGE DISTRICT 2008-09 Budget

