



Kent Taylor Civic Hall
200 NE Second Street
McMinnville, OR 97128

City Council Work Session Agenda
Wednesday, October 20, 2024
6:00 p.m.

(IMMEDIATELY FOLLOWING THE SPECIAL CALLED BUDGET COMMITTEE WORK SESSION)

Welcome! The public is strongly encouraged to participate remotely but there is seating at Civic Hall for those who are not able to participate remotely. However, if you are not feeling well, please stay home and take care of yourself.

*You can live broadcast the City Council Meeting on cable channels Xfinity 11 and 331,
Zipty Fiber 29 or webstream here:*

www.mcm11.org/live

*Download the "Cablecast" app on iOS, Android, Roku, Apple TV or
Amazon Firestick and watch McMinnville City Council on all your devices.*

You may join online via Zoom Meeting:

<https://mcminnvilleoregon.zoom.us/j/85260783832?pwd=lv4KRb5J0wW1Re1PbxRISm1aaMSfp3.1>

Zoom ID: 852 6078 3832

Zoom Password: 202858

Or you can call in and listen via Zoom: 1-253- 215- 8782

ID: 852-6078-3832

1. CALL TO ORDER
2. COUNCIL PRIORITIES
3. ADJOURNMENT

Meeting Accessibility Services and Americans with Disabilities Act (ADA) Notice: Kent Taylor Civic Hall is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made a least 48 hours before the meeting to the City Recorder (503) 435-5702 or CityRecorderTeam@mcminnvilleoregon.gov.



STAFF REPORT

DATE: November 20, 2024
TO: City Council
FROM: Jeff Towery, City Manager
SUBJECT: Goal Setting Update

Background

The City Council convened on December 9, 2023, for a Goal Setting session facilitated by Julia Novak from Raftelis Consulting, in collaboration with the Executive Team. As a result of the goal-setting process, Julia provided implementation work plan worksheets to track progress on the identified goals. This session is intended to offer an update on the status of those goals.

Discussion

This outlines the opportunity for the council to ask questions and provide feedback on both the content and format.

Attachments

1. 2024 Quarter 3 – City Manager’s Quarterly Report (previously emailed on 09/18/2024)
2. Implementation work plans submitted by Department Heads
3. FY 2024-25 Budget to Actual Financial Report (previously emailed on 08/29/2024)
 - a. City Of McMinnville Financial Report – Q1 FY2024-25

Quarterly
Report
July
to
September



City Manager's Quarterly Report

Upcoming Dates to Remember:

Oct 8 th	at 6:00pm	City Council—Work Session & Regular Meeting
Oct 16 th	at 6:00pm	City Council—Work Session
Oct 22 th	at 6:00pm	City Council—Work Session & Regular Meeting
Nov 12 th	at 6:00pm	City Council—Work Session & Regular Meeting
Nov 20 nd	at 6:00pm	City Council—Work Session
Nov 26 th	at 6:00pm	Work Session & Regular Meeting — CANCELLED
Dec 10 th	at 6:00pm	City Council—Work Session & Regular Meeting
Dec 18 th	at 6:00pm	City Council—Work Session
Dec 24 th	at 6:00pm	Work Session & Regular Meeting — CANCELLED



CITY COUNCIL FY24/25 GOALS CONTINUED

2. Evaluate the effect of the current state of camping on safety (community and staff), resiliency and capacity.



In late April, the City Council met and approved changes to the City's Prohibited Camping Ordinance. The updates were significant, and will in my opinion, have greatly increase the responsiveness in the police department's ability to abate and remediate prohibited camping locations that pop up or have been problematic for years (Marsh Lane, Dustin Court, Rivergate). The updated camping ordinances became effective May 24th and have been extremely effective in reducing the number of vehicular campers (RV's trailers, vehicles), however in remediating these issues, we have seen an increase in homeless campers sleeping on the streets downtown or near church properties.

Here is a brief description of changes to our McMinnville Municipal Code. In conjunction with the Police Department and the City Attorney, the City Council made the following changes.

- The City Council approved a new definition of when a campsite is considered "established". Formerly a campsite would be established once it set in place which means we must go through the 72-hour posting. The City Council approved a **5-day** period before a campsite/RV is considered established. During that 5-day window, an encampment or vehicle can be immediately abated, and no 72-hour notification needs to take place.
- The City Council approved a 250-foot buffer zone around elementary and secondary schools (middle schools and high school) both public and private. Although this buffer zone doesn't change enforcement per se, it did act on the school district's request for a buffer zone to be included in the ordinance to demonstrate how important school safety is to our City.
- City Council approved an open flame ban at both established and unestablished prohibited camping locations
- City Council approved language clean up surrounding a dual zoned location (for instance residential and industrial). If one side of the street is zoned residential and the other nonresidential, then both sides of the street (public right of way) are considered residential.

With these changes to the prohibited camping ordinances, we have considerably reduced the number of vehicles being lived in our City. Our storage lot, which was once full of as many as 10-12 RV's and vehicles, now has only 1 or 2. This ordinance change has reduced hard costs to the City since we are not saddled with the astronomical cost of dismantling RV's. We have become more efficient as a department by not having to tag and notice every encampment we come upon. These efficiencies were welcomed, but as mentioned before we are seeing the number of homeless downtown or in our urban renewal area. It is the hope of the City that with the completion of the Navigation Center later this year, that the number of unhoused will be reduced as this center becomes a hub of information and resources for those seeking services.

CITY COUNCIL FY24/25 GOALS CONTINUED



2. CONTINUED:

On June 28, 2024, the US Supreme Court released its decision in *Grants Pass v. Johnson*. It concluded that the 8th Amendment protection against cruel and unusual punishment does not extend to the enforcement of generally applicable laws, including public camping ordinances. This essentially overruled the *Martin v. Boise* framework, and subsequent clarifications, that western states have been regulating within since 2018.

However, in Oregon, HB 3115 largely codified the sentiment of *Boise*, requiring that local laws regulating the acts of sitting, lying, sleeping, or keeping warm and dry outside on public property must be “objectively reasonable” as to time, place, and manner, based on the totality of the circumstances. That law remains in effect and still prevents municipalities from prohibiting acts like camping altogether.

During the time between *Boise* and *Grants Pass*, the City of McMinnville legislated a number of times to create reasonable time, place, and manner regulations with regard to camping, including its most recent effort, which included defining the term “established” with regard to campsites, establishing “buffer zones” around schools, and prohibiting open flames in and around campsites. Those rules, and the rest of the City’s camping code, seek to maintain available camping locations between the hours of 9:30 p.m. and 6:30 a.m. every day, while also insisting that campsites be

cleared regularly. Since the *Grants Pass* decision, the code has undergone thorough legal review and has not been found in need of any immediate change.

Still working on methodology to provide a cost estimate associated with this, will provide more information at the City Council Work Session scheduled for November 20th which will cover Council Priorities.



3. Regain employer base that enhances the livability of McMinnville, balancing the tourist economy.

Currently nothing to provide at this time, will have an update at the City Council Work Session scheduled for November 20th which will cover Council Priorities.

CITY COUNCIL FY24/25 GOALS CONTINUED



4. Build the New Pool/Community Center.

We are moving forward with the Culture, Parks and Recreation Bond and eyeing the May 2025 election to ask our community to support a \$152 million bond measure that will do 4 things: build an amazing rec center to replace our current aquatic and community centers, upgrade and update our library, give our senior center an update and also, we’ve included several park projects in there, we even hope to bring back non-motorized boat access to the Yamhill River as part of this project. We think this 4 pronged approach is the right approach and we need it. It’s been 38 years since the AC/CC were last improved or added onto and population has doubled in size. Make sure you visit iheartmac.org to read all of the information about the project.



5. Establish time, place and manner or similar regulatory tools in the EID (MDA boundary) related to sole alcohol sales businesses.

Staff has been unable to find any similar regulation with regard to similar types of alcohol sales within the State. Legal review of such potential has been sought from the League of Cities and the Oregon Liquor and Cannabis Commission, with little on-point guidance. However, both organizations pointed out some helpful framework where an organization might start to build on such a concept. Community Development and the Planning Commission hope to dive into this effort during Quarter 3 of the current fiscal year.



Administration

City Manager

ICMA TV

Work is underway to produce a 5-minute promotional video in partnership with ICMA, that can be used across multiple channels. The video should be available to view by mid-September and is appropriately titled McMinnville Forward: A City's Journey through Innovation, Partnership, and Community. Be sure to keep your eyes on our social media channels for the unveiling of this video once it becomes available.



JOINT WORK SESSION W/MW&L

City Council with the MW&L Commission held a special work session on Wednesday, September 11th where the joint bodies got the opportunity to tour the following locations:

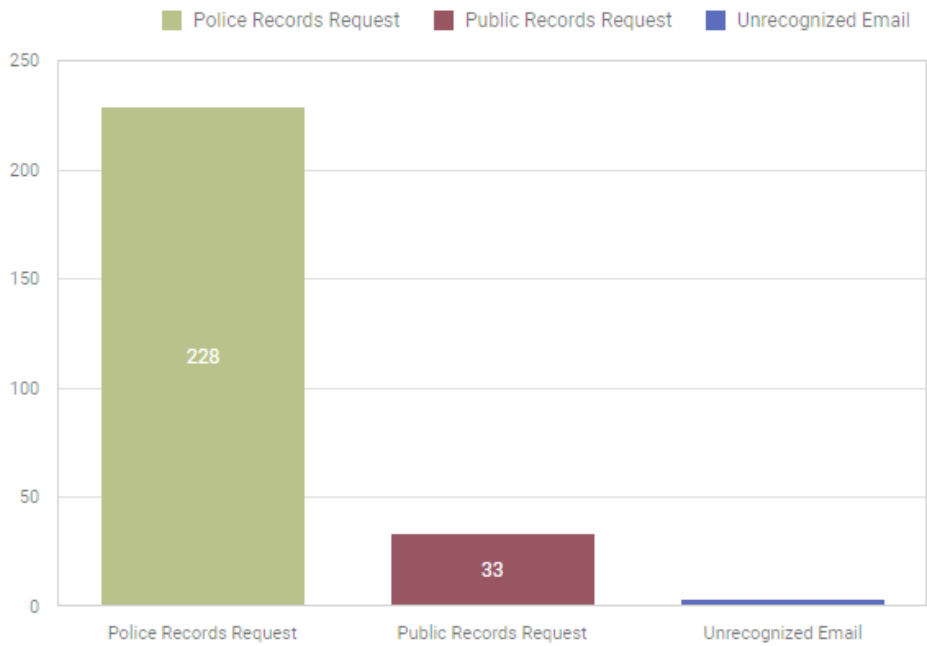
- MW&L main facility
- City public works operations site (current)
- MW&L East Mac substation
- City wastewater facility
- City public works operations site (future)
- MW&L Fox Ridge reservoirs & future zone 2 pump station.

PROJECTS

Have been especially involved and attending meetings for the Culture, Parks & Recreation (CPR) Bond and RB Rubber Projects. There's still plenty of work ahead for both of these major projects, and I'll remain actively involved in the meetings as we move forward.

City Recorder Team

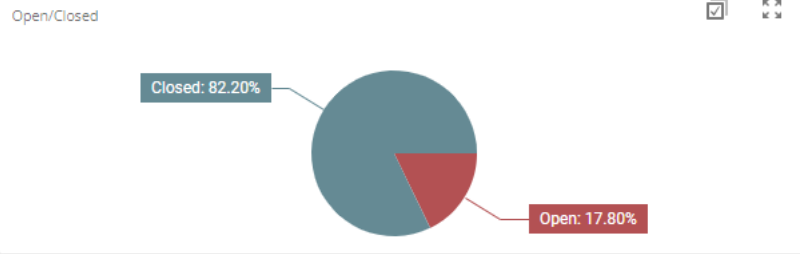
Public Records Requests — Q3 (7/1 – 09/11) Public Records Request Stats:



***Total request submitted for Q3**

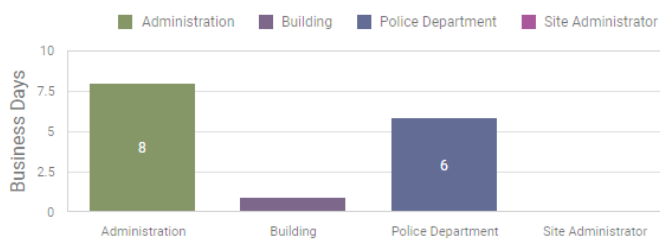
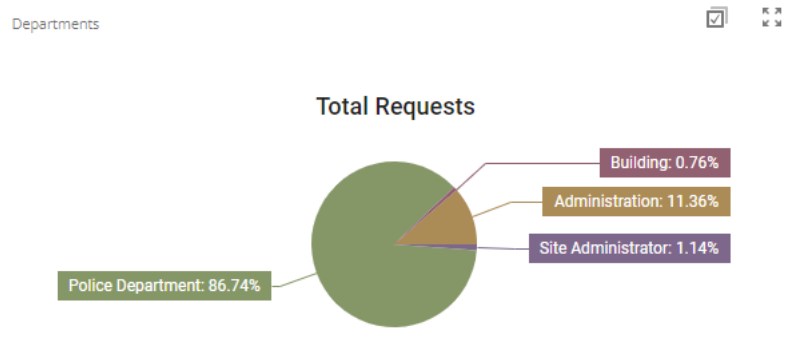
Top right graph:

Public records request open vs. closed



Bottom right graph:

Request submitted by department

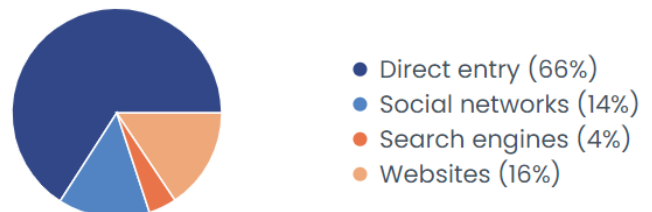


***Average time to close by assigned department**

Communications & Engagement

- The Organizational Assessment for Diversity, Equity, and Inclusion will conclude with a presentation from the Talitha Consult's team during the Joint Work Session on September 24th. The final report and recommendations will be posted to the City's website shortly after.
- In the last 30 days, our engagement on our social media platforms is up 32% - this is likely due to increased messaging related to the Culture, Parks, and Recreation Bond. Our most recent reel showing parks and recreation facilities in disrepair has had 82% more engagement than other recent reels.
- Folks who participate in the active projects on iheartmac are doing so primary through direct entry (QR Codes or being familiar with 'iheartmac.org'). We've had 760 visitors to the platform in the last 30 days, with 482 being **unique visitors** - that means that **79% of the folks who visited iheartmac were people who visited the platform for the very first time**). Thank you to Parks & Rec and the Library for their hard work in getting people to the information!

Traffic sources



Human Resources

In addition to the work completed in alignment with City Council Goals, (see page 2) HR has completed these additional projects.

- Assisted the Fire District with transitioning Human Resources functions.
- Integrated NEOGOV into the onboarding process for the Police Department. This integration tracks progress on individual onboarding tasks and ensures each employee receives the same onboarding experience, including policy review, meet and greets, and access to systems.
- Monthly reporting of employee demographics and recruitment to the Executive Team and City Council.
- Conducted a resiliency survey in the Police Department.
- Implemented monthly benefit highlight emails.



Finance

During the July to September 2024 time period, finance team staff have focused on the following activities in addition to its normal work-a-day duties:

- Preparing for a potential move to biennial budgeting by evaluating budget and financial data transparency applications along with other members of staff from IS, public works and the library. A September 18 work session is scheduled on the subject with the budget committee in order to get feedback whether to move forward with a biennial budget for FY2025-26 and FY2026-27 and purchasing a new budget application (FY2024-25 budget includes repurposed former ARPA grant manager dollars for this implementation and has capacity to support two additional years of annual costs from that source)
- Created a quarterly financial report for Council, a first for the City of McMinnville. This initial iteration (sent out August 29 to the Budget Committee) will be built upon with next likely upgrade of significance happening once the finance department is clear of the audit process in the third quarter of the current fiscal year.
- FY2023-24 Audit and Financial Statement work: final testing will take place September 30 – October 11, with a work plan with the auditors to file the audited financial statements in mid-December, ahead of the December 31, 2024 deadline. Work during this quarter and next quarter includes extensive annual reconciliations of income statement and balance sheet accounts; review and recording of capital assets and construction in progress activities; development of myriad schedules and representations required by the auditors, the Government Accounting Standards Board (GASB) and both Oregon and Federal law.
- McMinnville Fire District transition activities continue in the finance department this quarter related to specialty work associated with the audit and financial statements this cycle; establishing new ongoing billing and revenue recording norms; insurance separation updated processes for workers comp and general property and liability lines; etc.
- Creating inhouse capacity to offer direct deposit, ACH electronic payments to vendors. Transitioning our payables process is scheduled to take place in October, pending successful testing and communications timelines stay on track
- Comcast negotiation activity has been slower this quarter but we are down to three issues and hope to have a proposed new franchise agreement before Council in the next month. Related, finance has led communications with McMinnville Community Media to update our operating agreement with that important community organization.
- Finance has briefed the executive team regarding the overhaul of federal grant regulations that go into effect in October 2024 affecting a number of areas including procurement and a new audit threshold for federal awards in upcoming fiscal years; city policy development regarding grants and our processes associated with them will need attention though a realistic timeline on this is uncertain.



Information Services

- To begin the new fiscal year, the IS department was heavily involved in the McMinnville Fire District technology transfer – after months of planning, huge strides were made. In July and August, all MFD computers and printers were transferred from City to MFD, as well as transferring email systems, domains, the MFD website, and all building related networks. The MOU between the City and MFD expires on September 30th, at which point all City/MFD technology will be completely separated and City IS will no longer be involved in any MFD technology, freeing up resources to pursue City related projects.
- City IS staff have actively been upgrading all computers from Windows 10 to Windows 11 in advance of the upcoming 'expiration' date for Windows 10 in 2025. Estimated 90% of computers have been upgraded, and all will be completed by the October 2025 deadline.
- IS has been involved in pre-planning meetings with McMinnville PD and Axon in anticipation of the Fall deployment of new in-car camera systems to all patrol vehicles. All PD cars will be outfitted with new front/rear cameras that will continuously stream video to cloud based storage.
- Staff have completed the upgrade of the City's ERP environment to new operating systems to keep pace with vendor and industry requirements.
- City IS has applied for and accepted 77k in cybersecurity grants; work is ongoing to procure hardware and services to continue developing a resilient and strong cybersecurity program.



Library

- Community response to the growing Library of Things borrowing collection is very positive. Popular items are fidget kits, metal detectors, the Ninja CREAMi, and yard games (most were checked out all summer leaving the shelves looking quite bare). The Yamhill Community Care Organization grant for the Library of Things collection will be completed in FY2025, with GoPros, a digital camera, and Nintendo Switches, and much more being added soon!
- The Library Foundation of McMinnville is fundraising for new shelves and seats at the library, optimizing the historic space we have for the modern community we serve. Longer and narrower shelves in the Media Room will make more efficient use of space and let in more light. Making one Science Fiction shelf movable will transform the Fireplace Room into a venue for talks, functions, and fairs when needed.
- Fall Author Events for all interests at McMinnville Public Library; poetry, science fiction, mycology, anthology of queer voices, family farm life, and a story about an incredible dog named Gobi! In collaboration with Third Street Books, Wine Country Pride, and the Friends of the Library.
 - **September 26th:** Cascadia Field Guide Poetry Celebration (multiple local contributors will do a reading)
 - **October 6th:** Mike Beug (mycology)
 - **October 11th:** Defining Moments (queer anthology)
 - **November 9th:** Katie Kulla (new book about raising kids on a farm)
 - **November 21st:** Finding Gobi, Dion Leonard



Municipal Court

- The Municipal Court is awaiting a response from the Department of Justice regarding a four-year grant in their National Community Courts award program that we applied for in July. The grant decision is expected sometime in September for an October 1, 2024 start date. The \$1.2 million grant, \$900,000 in new funding with a \$300,000 (25%) match, would provide funding for:
 - * Implementation of new court management software with a business process review
 - * Four years of estimated software maintenance and licensing costs
 - * Incremental cost of converting our 3 day per week clerk full time
 - * Training/Conference opportunities focused on community courts
 - * Added capacity for court appointed attorneys, defendant support programming and/or clinical evaluations from partner agencies, translation services and community engagement activities
- The match is made up of the time existing court staff and the contract City Prosecutor would dedicate to specialized community court programming over the four years and finance and IS staffing support for the software implementation in year 1.
- The Municipal Court is currently operating with 3 FTE after losing a court clerk in late July. The Court is currently understaffed and will struggle to complete all duties in a efficient manner. We will open a recruitment to hire a FT or PT employee depending whether we are successful in grant approval. Despite the added workload, overall staff morale is good but certainly a full staff will help ensure that day to day tasks are completed in a timely manner.
- The Municipal Court will begin to identify software vendors and develop the procurement package to secure a operating system upgrade.
 - * The current timeline is October to begin to look at possible vendors
 - * The current timeline is March for an acquisition of securing the product IS/Finance will be front and center in this process
- The software investment was added to the FY2024-25 budget contingent on grant funding being available. If the grant does not come through, we will explore other funding options.
- In August, Judge Poole made his annual presentation to the City Council, reporting on the caseloads which rival Yamhill County Circuit court misdemeanor levels.

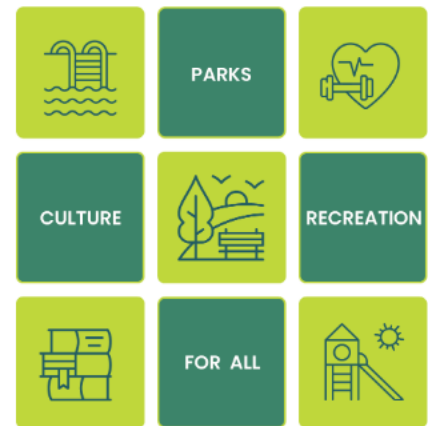


Parks & Recreation

- The City Council adopted the Parks, Recreation and Open Space Plan on June 25th. This plan is the voice of our community for the next 20 years of park

acquisition, development, programming and maintenance. It's unique in the fact that we layered different measures of equitable park access into the plan, not just the usual parkland acres per thousand, and not just a walkshed but also ensuring everyone has access to a clean, safe, and fun park. We plan on adopting a new approach to Parks SDC's in November, with what will be a fairly significant increase for residential uses, but we've scaled it to address equity. Smaller homes will pay less than larger homes. And because we know parks are important overall to not just residents but employees of our community as well, we're proposing to collect parks SDC's for commercial and industrial building as well.

- Check out the new extension of the BPA/West side path north of Baker Creek Road in the new development up there. The city required that developer to construct and even maintain this new segment for several years and we ultimately have the goal of connecting that path all the way over to Tice Park if we can.



McMinnville



Public Works

- Community Safety and Resiliency – Staff are actively working on updating the Emergency Operations Plan. The Emergency Executive Team has had two sessions with the consultant to review and gather input on the plan. The Emergency Management Coordinator, Police Chief, Fire District, Chief, and Public Works Director are also discussing a coordinated effort to develop a trained Incident Management Team consisting of staff from both agencies. Plan adoption by City Council is expected later this Fall.

- City Government Capacity – Engineering fees on development projects and permits go into effect on October 1, 2024.
- Growth and Development Character – The Wastewater Public Facility Plan work is underway. Analysis of the conveyance system is complete, and the consultant is evaluating the needed improvements at the treatment plant currently. The work is scheduled for substantial completion by the end of 2024 and will be adopted by Council as a public facility plan and update to the comprehensive plan in 2025.
- Economic Prosperity – The Public Advisory Committee, staff, and consultant are evaluating flexible design alternatives for the Third Street Improvement Project that recognize the use of Third Street as both public right-of-way and civic space. The PAC will be discussing preferred alternatives at their meeting on September 12 that the consultant will use to complete the 30% design.

Strategic Priority and Goal:	Engagement & Inclusion/ Growth and Development Character
Strategic Priority and Goal Champion:	

Objective:	Improve Access by identifying and removing barriers to participation - Build a new rec center - CPR Bond
Objective Lead:	Susan

#VALUE!

Strategic Priority and Goal Impacts

What major barriers or challenges would impact the organization's ability to implement this strategic priority/goal? Please describe:

The organization should be able to present the City Council with a resolution to place a GO bond on the ballot for May 2025. Challenges will be: Keeping the revenue source identified through the dollars and sense exercise to cover the estimated \$614,000 of additional, annual pull on the general fund. Political and community feeling of the last few years of city fees/taxes, etc. Overall, voter satisfaction/dissatisfaction with the GO bond as proposed & not knowing if it will pass.

How would failing to implement this strategic priority/goal impact City services? Please describe:

Doing nothing is not an option, delays could mean more frequent closures and/or potential deterioration of our facilities and parks. Continued reduction in community trust of city's ability to run and manage facilities & programs. Reduced morale of parks and recreation staff/ability to recruit in old buildings would continue to be challenging. Less services being provided due to continued redirection of resources to repairing things, closing down areas of existing buildings, cleaning up leaks, bailing out water, contracting out repairs, etc.

Priority Action Planning

Priority Actions (12 to 18 months)	Activity Status	Who and When					Necessary Resources (time, money, staff, etc.)	Are these resources already available? (Yes/No)	What needs to shift to obtain the needed resources to implement this priority action?
		Priority Action Lead	Staff Support	Stakeholders who need to be engaged	Start Date (xx/xx/xxxx)	Expected End Date (xx/xx/xxxx)			
Community information campaign	ongoing	Susan	Noelle, Jenny	High propensity voters	Summer 2024	May-25		Yes*	
5+ Focus Group meetings	October - November	Susan						Yes*	
Operating cost estimates	completed	Susan	P&R managers, finance	City Council	6/1/2024	Nov-24		Yes*	
Poll #2	underway	Susan	Jeff, Jenny, Noelle	Identified by pollsters	Week of November 11th	Presented to City Council 12/18/24		Yes*	
Poll #3	upcoming	Susan	Jeff, Jenny, Noelle	Identified by pollsters	TBD	TBD		Yes*	
Ballot title, Measure Design and Resolution	upcoming	Susan	David L, finance, Jeff, Jenny, Noelle, MA, bond counsel	City Council	1/1/2025	2/28/2025	Council agenda time	Yes*	
							*Council approved add package FY 24/25 = \$339,000		

Strategic Priority and Goal:	Community Safety and Resiliency
Strategic Priority and Goal Champion:	Geoff Hunsaker

Objective:	Lead and plan for emergency preparedness
Objective Lead:	Jeff Jacobs

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Strategic Priority and Goal Impacts

What major barriers or challenges would impact the organization's ability to implement this strategic priority/goal? Please describe:

The major barrier will be long term funding. The Emergency Management Coordinator position is only part time and funded with ARPA dollars. Long term funding will need to be identified and an increase to a full time position is likely needed.

How would failing to implement this strategic priority/goal impact City services? Please describe:

Failing to implement this goal puts the City at risk to be unprepared during a major emergency. Plan updates would be sporadic and likely out of date after a couple of years. Not following the FEMA standard for emergency management would likely make us ineligible for future grants as well.

Priority Action Planning

Priority Actions (12 to 18 months)	Activity Status	Who and When		Stakeholders who need to be engaged	Start Date (xx/xx/xxxx)	Expected End Date (xx/xx/xxxx)	Necessary Resources (time, money, staff, etc.)	Are these resources already available? (Yes/No)	What needs to shift to obtain the needed resources to implement this priority action?
		Priority Action Lead	Staff Support						
Establish a formal Emergency Management Program	Underway - Workplan Needed (Include Data & Tech)	Jeff Jacobs	Executive Team	City Council, McMinnville Fire District	1/1/2024	6/30/2024	Long term funding source for a full time position.	No	Council support for an ongoing program.
Allocate resources to planning, training	Underway - Workplan Needed	Jeff Jacobs	City Manager, PW Director	Executive Team, City Council	4/1/2024	6/30/2025	Budget dollars and set aside staff time for IMT training and implementation for 9 staff.	Yes	NA
Develop a safety plan for each City building	Underway - Workplan Needed	Jeff Jacobs/Gianni Barrette	David Renshaw, Executive Team	City Council	7/1/2025	7/1/2026	Staff time.	Yes	NA
Educate and train staff about roles and responsibilities (including general safety)	Underway - Workplan Needed	Jeff Jacobs/Vicki Hedges	Executive Team	Executive Team	5/1/2024	9/1/2024	Staff time annually. Program now done through NeoGov.	Yes	NA
Update Continuity of Operations Plan	Operationalized	Jeff Jacobs	Executive Team, Managers	City Council	3/1/2025	6/30/2026	Potentially additional dollars beyond the OEM grant for the Emergency Operations Plan and staff time.	No	Budget additional project dollars for next fiscal year.
Leverage local and private resources in event of large emergency	Underway - Workplan Needed	Jeff Jacobs	City Manager, PW Director, Police Chief	Yamhill County, McMinnville Fire District,	5/1/2024	12/31/2025	Staff time. Emergency manager is already reaching out into the community and Fire District and City are partnering on an IMT team.	Yes	NA

Strategic Priority and Goal:	Engagement and Inclusion
Strategic Priority and Goal Champion:	

Objective:	Cultivate cultural competency and fluency throughout the community
Objective Lead:	

#VALUE!

Strategic Priority and Goal Impacts

What major barriers or challenges would impact the organization's ability to implement this strategic priority/goal? Please describe:
 Enter the response here

How would failing to implement this strategic priority/goal impact City services? Please describe:
 Enter the response here

Priority Action Planning

Priority Actions (12 to 18 months)	Activity Status	Who and When			Necessary Resources (time, money, staff, etc.)	Are these resources already available? (Yes/No)	What needs to shift to obtain the needed resources to implement this priority action?
		Priority Action Lead	Staff Support	Stakeholders who need to be engaged			
Inclusion audit -Climate survey - Inclusive language evaluation - Naming policy for City facilities	Underway - Workplan Needed						
Customer service delivery training for culturally responsive provision	Underway - Workplan Needed						
Convene other partners	Underway - Workplan Needed						
Emotional intelligence training for City employees	Underway	Vicki Hedges, HR Director	Amy Miles, HR Analyst	Supervisors		Time from all staff	

Strategic Priority and Goal:	Engagement and Inclusion
Strategic Priority and Goal Champion:	

Objective:	Actively protect people from discrimination and harassment
Objective Lead:	

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Strategic Priority and Goal Impacts

What major barriers or challenges would impact the organization's ability to implement this strategic priority/goal? Please describe:
 Enter the response here

How would failing to implement this strategic priority/goal impact City services? Please describe:
 Enter the response here

Priority Action Planning

Priority Actions (12 to 18 months)	Activity Status	Who and When					Necessary Resources (time, money, staff, etc.)	Are these resources already available? (Yes/No)	What needs to shift to obtain the needed resources to implement this priority action?
		Priority Action Lead	Staff Support	Stakeholders who need to be engaged	Start Date (xx/xx/xxxx)	Expected End Date (xx/xx/xxxx)			
Employee Training (i.e. implicit bias and awareness)	Underway	Vicki Hedges, HR Director	Amy Miles, HR Analyst	Supervisors	2/1/2025		Time from staff		
Track, monitor, report statistics (re: hate, crime, bias)	Operationalized								
Diversity Equity and Inclusion Advisory Council	Operationalized								
Code of Conduct	Complete								

Strategic Priority and Goal:	City Government Capacity
Strategic Priority and Goal Champion:	

Objective:	Invest in the City's workforce
Objective Lead:	

#VALUE!

Strategic Priority and Goal Impacts

What major barriers or challenges would impact the organization's ability to implement this strategic priority/goal? Please describe:
 Enter the response here

How would failing to implement this strategic priority/goal impact City services? Please describe:
 Enter the response here

Priority Action Planning

Priority Actions (12 to 18 months)	Activity Status	Who and When			Start Date (xx/xx/xxxx)	Expected End Date (xx/xx/xxxx)	Necessary Resources (time, money, staff, etc.)	Are these resources already available? (Yes/No)	What needs to shift to obtain the needed resources to implement this priority action?
		Priority Action Lead	Staff Support	Stakeholders who need to be engaged					
Develop centralized human resources function to support a thriving workforce	Operationalized								
Competitive and equitable compensation	Operationalized (competitive cared for but equitable is in progress)								
Conduct regular staff training and mentorship	Not Yet Begun	Vicki Hedges, HR Director	Supervisors						
Develop succession planning and knowledge transfer philosophy including long range planning by department	Underway - Workplan Needed	Vicki Hedges, HR Director	Executive Team						

Strategic Priority and Goal:	City Government Capacity
Strategic Priority and Goal Champion:	

Objective:	Identify and focus on the City's core services
Objective Lead:	

#VALUE!

Strategic Priority and Goal Impacts

What major barriers or challenges would impact the organization's ability to implement this strategic priority/goal? Please describe:

Enter the response here

How would failing to implement this strategic priority/goal impact City services? Please describe:

Enter the response here

Priority Action Planning

Priority Actions (12 to 18 months)	Activity Status	Who and When		Start Date (xx/xx/xxxx)	Expected End Date (xx/xx/xxxx)	Necessary Resources (time, money, staff, etc.)	Are these resources already available? (Yes/No)	What needs to shift to obtain the needed resources to implement this priority action?
		Priority Action Lead	Staff Support					
Develop a definition of core services	Operationalized							
Establish a method to prioritize services with resources and maintenance needs	Underway - Workplan Needed (the budget process)							
Identify the true cost of core services	Operationalized							
Develop Internal and External Communication Strategies	Underway - Workplan Needed							
Evaluate and Implement Core HR Functions	New Priority	Vicki Hedges, HR Director	Amy Miles, HR Analyst	Supervisors	10/1/2022	12/31/2025	Time from HR, supervisors, and employees	
Financial Planning Capacity: Identify Consulting Staff, Financial Analyst or Economist to facilitate the development of a biennial budget to improve decision making	New Priority							
Prioritize the Core Services Analysis	New Priority							
Identify relevant KPI's and track the data necessary to inform service delivery	New Priority							
Survey the community on Core Service Priorities	New Priority							

Strategic Priority and Goal:	Growth and Development Character
Strategic Priority and Goal Champion:	

Objective:	Define the unique character through a community process that articulates our core principles
Objective Lead:	

#VALUE!

Strategic Priority and Goal Impacts

What major barriers or challenges would impact the organization's ability to implement this strategic priority/goal? Please describe:

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How would failing to implement this strategic priority/goal impact City services? Please describe:

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Priority Action Planning

Priority Actions (12 to 18 months)	Activity Status	Who and When			Start Date (xx/xx/xxxx)	Expected End Date (xx/xx/xxxx)	Necessary Resources (time, money, staff, etc.)	Are these resources already available? (Yes/No)	What needs to shift to obtain the needed resources to implement this priority action?
		Priority Action Lead	Staff Support	Stakeholders who need to be engaged					
Develop and implement a Public Engagement Charter	Underway - Workplan Needed								
Key Stakeholder survey	Operationalized - Has this been done for growth and development planning?								
Update Comp Plan Policies	Not Yet Begun	CDD, Planning	PW, PR	Local and Regional	TBD	TBD	Dedicated 1.25 FTE for two years for a comprehensive plan update/vision with .25 FTE admin support. Additional \$300,000 for consultant.	No	More funding and work plan capacity

Strategic Priority and Goal:	Growth and Development Character
Strategic Priority and Goal Champion:	

Objective:	Strategically plan for short and long-term growth and development that will create enduring value for the
Objective Lead:	

#VALUE!

Strategic Priority and Goal Impacts

What major barriers or challenges would impact the organization's ability to implement this strategic priority/goal? Please describe:

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How would failing to implement this strategic priority/goal impact City services? Please describe:

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Priority Action Planning

Priority Actions (12 to 18 months)	Activity Status	Who and When			Start Date (xx/xx/xxxx)	Expected End Date (xx/xx/xxxx)	Necessary Resources (time, money, staff, etc.)	Are these resources already available? (Yes/No)	What needs to shift to obtain the needed resources to implement this priority action?
		Priority Action Lead	Staff Support	Stakeholders who need to be engaged					
Conduct a community visioning project	Operationalized - I would suggest that this has not been done from a growth planning perspective.								
Update long range land use plans	Operationalized								
Evaluate and plan for City service demands based on growth and development impacts	Operationalized								
Set a policy for updating facilities plans	Complete, Ordinance No. 5098								
Ensure that plans are flexible enough to respond to emerging trends, technology, etc. (ie. AI, AV)	Operationalized								
Build the new pool/community center	New Priority								
Establish T,P,M or similar regulatory tool in the EID related to wine bars or other sole alcohol sales businesses	New Priority								

Strategic Priority and Goal:	Community Safety and Resiliency
Strategic Priority and Goal Champion:	

Objective:	Develop resiliency targets for critical infrastructure
Objective Lead:	

#VALUE!

Strategic Priority and Goal Impacts

What major barriers or challenges would impact the organization's ability to implement this strategic priority/goal? Please describe:
 Enter the response here

How would failing to implement this strategic priority/goal impact City services? Please describe:
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Priority Action Planning

Priority Actions (12 to 18 months)	Activity Status	Who and When			Necessary Resources (time, money, staff, etc.)	Are these resources already available? (Yes/No)	What needs to shift to obtain the needed resources to implement this priority action?
		Priority Action Lead	Staff Support	Stakeholders who need to be engaged			
Code and zoning development and enforcement	Underway - Workplan Needed						
Identify and mitigate natural and man-made hazards (Hazard Mitigation Plan)	Underway - In Planning Work Plan						
Resiliency Planning to 2-3 week standards	Not Yet Begun						
Evaluate built environment downtown	Underway - Workplan Needed (Is this underway - who is leading this effort, I had not heard that there was any action on this - Heather R)						
Establish data and cyber security practices	Underway - Workplan Needed						

Strategic Priority and Goal:	Community Safety and Resiliency
Strategic Priority and Goal Champion:	

Objective:	Build a community culture of safety (consider safety best practices)
Objective Lead:	

#VALUE!

Strategic Priority and Goal Impacts

What major barriers or challenges would impact the organization's ability to implement this strategic priority/goal? Please describe:
 Enter the response here

How would failing to implement this strategic priority/goal impact City services? Please describe:
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Priority Action Planning

Priority Actions (12 to 18 months)	Activity Status	Who and When		Start Date (xx/xx/xxxx)	Expected End Date (xx/xx/xxxx)	Necessary Resources (time, money, staff, etc.)	Are these resources already available? (Yes/No)	What needs to shift to obtain the needed resources to implement this priority action?
		Priority Action Lead	Staff Support					
Engage community through partnerships	Operationalized							
Youth outreach and education	Underway - Workplan Needed							
Revise local dangerous building ordinance	Completed - Adopted IPMC and amended Chapter 15 of the MMC							
Crime Prevention through environmental design (review, evaluate, adopt) for public spaces	Operationalized - Heather R comment - how has this been operationalized?							
Incorporate the effect of the current state of camping on safety (community and Staff), Resiliency and Capacity	New Priority							

Strategic Priority and Goal:	Engagement and Inclusion
Strategic Priority and Goal Champion:	

Objective:	Improve access by identifying and removing barriers to participation
Objective Lead:	

#VALUE!

Strategic Priority and Goal Impacts

What major barriers or challenges would impact the organization's ability to implement this strategic priority/goal? Please describe:
 Enter the response here

How would failing to implement this strategic priority/goal impact City services? Please describe:
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Priority Action Planning

Priority Actions (12 to 18 months)	Activity Status	Who and When			Start Date (xx/xx/xxxx)	Expected End Date (xx/xx/xxxx)	Necessary Resources (time, money, staff, etc.)	Are these resources already available? (Yes/No)	What needs to shift to obtain the needed resources to implement this priority action?
		Priority Action Lead	Staff Support	Stakeholders who need to be engaged					
Bilingual pay incentive policy	Complete								
ADA Transition Plan	Underway - RFP will be issued in January	CDD	PW	Accessibility Community Stakeholders	1/1/2025	12/31/2026	\$300,000 in ARPA funds is set aside for consultant contracts, and staff capacity for internal support from CDD Special Projects Manager. There will also be a need for PW staff or interns to help with Public Facility survey.	Yes	Interns for public facility survey work.
Translation of documents and signs/Interpretation during public engagement events	Underway - Workplan Needed								
Evaluate software for inclusion	Underway - Workplan Needed								
Review procurement process	Underway - Workplan Needed								
Develop inclusion plans City-wide and by department	Underway - Workplan Needed								

Strategic Priority and Goal:	Engagement and Inclusion
Strategic Priority and Goal Champion:	

Objective:	Grow City's employees and Boards and Commissions to reflect our community
Objective Lead:	

#VALUE!

Strategic Priority and Goal Impacts

What major barriers or challenges would impact the organization's ability to implement this strategic priority/goal? Please describe:
 Enter the response here

How would failing to implement this strategic priority/goal impact City services? Please describe:
 Enter the response here

Priority Action Planning

Priority Actions (12 to 18 months)	Activity Status	Who and When					Necessary Resources (time, money, staff, etc.)	Are these resources already available? (Yes/No)	What needs to shift to obtain the needed resources to implement this priority action?
		Priority Action Lead	Staff Support	Stakeholders who need to be engaged	Start Date (xx/xx/xxxx)	Expected End Date (xx/xx/xxxx)			
Educate staff and officials on demographics	Underway - Workplan Needed								
Develop recruitment and retention strategies	Underway - Workplan Needed								
Evaluate, redesign advertising and recruitment tools	Underway - Workplan Needed								

Strategic Priority and Goal:	Engagement and Inclusion
Strategic Priority and Goal Champion:	

Objective:	Celebrate diversity in McMinnville
Objective Lead:	

#VALUE!

Strategic Priority and Goal Impacts

What major barriers or challenges would impact the organization's ability to implement this strategic priority/goal? Please describe:

Lacking unified strategy or approach to DEIA across the organization, lacking foundational awareness amongst employees (starting point), lacking consistent training or workplace change management strategies. Departments and their initiatives to drive this work forward is currently led by departments and not by the institution. Lacking staff time / support to carry out.

How would failing to implement this strategic priority/goal impact City services? Please describe:

Pro-equity actions must be connected to the institutional level in order to create lasting or meaningful change and to hold-up over the course of time and leadership changes. Organization may get stuck in 'performative check-box' mode. Anti-equity groups could further diminish the value of DEIA in public service or lead to less accessibility to City services overall.

Priority Action Planning

Priority Actions (12 to 18 months)	Activity Status	Who and When		Start Date (xx/xx/xxxx)	Expected End Date (xx/xx/xxxx)	Necessary Resources (time, money, staff, etc.)	Are these resources already available? (Yes/No)	What needs to shift to obtain the needed resources to implement this priority action?	
		Priority Action Lead	Staff Support						
Identify Opportunities and Support Existing Events (i.e. Sabor Latino, TEDxMcMinnville, UFO Festival)	Underway - Workplan Needed	C&E Manager	Needed / Unidentified	DEIAC, Library, Parks & Rec, MDA, MEDP, Chamber		Ongoing	C&E Manager time, staff time across departments to coordinate activities, defined budget to support or prop-up existing events, DEIAC/volunteers	Yes, but limited or not currently functioning	Added staff capacity to assist in coordinating, planning, and integrating existing resources. Defined budget - more cross-departmental coordination.
Describe and communicate diversity in McMinnville – Develop a strategy/plan **Recommendations included in the OTP.**	Underway - Workplan Needed	C&E Manager	Needed / Unidentified	DEIAC, ET		TBD	C&E Manager time	No	Staff capacity added to C&E

Strategic Priority and Goal:	Engagement and Inclusion
Strategic Priority and Goal Champion:	

Objective:	Actively protect people from discrimination and harassment
Objective Lead:	

#VALUE!

Strategic Priority and Goal Impacts

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Priority Action Planning

Priority Actions (12 to 18 months)	Activity Status	Who and When			Start Date (xx/xx/xxxx)	Expected End Date (xx/xx/xxxx)	Necessary Resources (time, money, staff, etc.)	Are these resources already available? (Yes/No)	What needs to shift to obtain the needed resources to implement this priority action?
		Priority Action Lead	Staff Support	Stakeholders who need to be engaged					
Employee Training (i.e. implicit bias and awareness)	Not Yet Begun	C&E Manager	HR Manager	Employees	1/1/2025	Ongoing	C&E Manager time, HR Department time, funding (currently ARPA funded)	Yes	Needs to be prioritized as work to move forward internally. HR and C&E Manager work together to plan and assign/schedule work.
Track, monitor, report statistics (re: hate, crime, bias)	Operationalized								
Diversity Equity and Inclusion Advisory Council	Operationalized								
Code of Conduct	Complete								

Strategic Priority and Goal:	Engagement and Inclusion
Strategic Priority and Goal Champion:	

Objective:	Improve access by identifying and removing barriers to participation
Objective Lead:	

#VALUE!

Strategic Priority and Goal Impacts

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Priority Action Planning

Priority Actions (12 to 18 months)	Activity Status	Who and When					Necessary Resources (time, money, staff, etc.)	Are these resources already available? (Yes/No)	What needs to shift to obtain the needed resources to implement this priority action?
		Priority Action Lead	Staff Support	Stakeholders who need to be engaged	Start Date (xx/xx/xxxx)	Expected End Date (xx/xx/xxxx)			
Bilingual pay incentive policy	Complete								
ADA Transition Plan	Not Yet Begun								
Translation of documents and signs/Interpretation during public engagement events	Underway - Workplan Needed	C&E Manager	ET / Project Managers			Ongoing	C&E Manager time, Staff time (identified from each department/Project Managers), funding	Partially / Inconsistent	Accountability and prioritization of this work within each department / project manager to identify the staff lead and to work alongside C&E Manager to update and translate pertinent documents.
Evaluate software for inclusion	Underway - Workplan Needed	C&E Manager	IS Director	ET, Members of the public		Ongoing	C&E Manager time, IS Director time	Yes	
Review procurement process	Underway - Workplan Needed								
Develop inclusion plans City-wide and by Department - *PRIORITY TO BE MODIFIED - Recommendations for the use of an Equity Lens for each department are outlined in the OTP.*	Underway - Workplan Needed	C&E Manager	Needed / but unidentified	ET, Managers & Supervisors	?	?	C&E Manager time, additional staff time (unidentified)	No	Added capacity to C&E

Strategic Priority and Goal:	Engagement and Inclusion
Strategic Priority and Goal Champion:	

Objective:	Cultivate cultural competency and fluency throughout the community
Objective Lead:	

#VALUE!

Strategic Priority and Goal Impacts

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Priority Action Planning

Priority Actions (12 to 18 months)	Activity Status	Who and When			Start Date (xx/xx/xxxx)	Expected End Date (xx/xx/xxxx)	Necessary Resources (time, money, staff, etc.)	Are these resources already available? (Yes/No)	What needs to shift to obtain the needed resources to implement this priority action?
		Priority Action Lead	Staff Support	Stakeholders who need to be engaged					
Inclusion audit -Climate survey - Inclusive language evaluation - Naming policy for City facilities **MODIFY PRIORITY: Inclusion Audit and inclusive language evaluation are completed and recommendations are wrapped into the Organizational Assessment. Naming Policy should be pulled out as it's own Priority Action**	Underway - Workplan Needed								
Customer service delivery training for culturally responsive provision*	Underway - Workplan Needed	C&E Manager	HR Manager	Employees			C&E Manager time, HR Department time, funding (currently ARPA funded)	Yes	Needs to be prioritized as work to move forward internally. HR and C&E Manager work
Convene other partners**	Underway - Workplan Needed	**	**				**	**	**
Emotional intelligence training for City employees**	Underway - Workplan Needed	**	**				**	**	**
The Priority Actions in boxes 20-22 are included as part of the recommendations provided in the OTP									

Memo

DATE: November 8, 2024
TO: Jeff Towery, City Manager; Mayor and City Council
CC: Executive Team
FROM: Ronda Gretzon, Financial Services Administrator
SUBJECT: FY 2024-25 Budget to Actual Financial Report



CITY GOVERNMENT CAPACITY

Strengthen the City's ability to prioritize & deliver municipal services with discipline and focus.

Report in Brief: This report summarizes the 1st quarter of FY 2024-25 (FY25) financial activity for all funds. The first quarter includes July-September 2024. For comparison purposes, this report includes the first quarter for FY 2023-24 (FY24) as well as the FY 2024-25 amended budget.

Discussion of 1st quarter for FY2024-25 Actuals to Budget:

General Fund

Beginning Fund Balance: The funds available at the beginning of the fiscal year. The beginning fund balance for FY25 is 10.4M which is 2.7M lower than FY24, but 1.57M higher than anticipated when the FY25 budget was prepared. Of note is that the auditors are still working on the FY24 audit so additional entries could affect this balance.

Revenue: The first quarter revenues are typically low. Current year property taxes have not yet been collected, nor have franchise fees or state shared revenue been received. In comparing FY24 to FY25 the Transfers In category had a larger than normal decrease due to transactions related to the Fire District transition not included in FY25. Intergovernmental increased due to a large donation that was unspent and carried forward to FY25.

Expenses: For the general fund the expenses are listed by classification, and by department. Most of the expense categories are routine and would be anticipated to be at approximately 25% of budget at the end of the first quarter. It is not unusual for the Debt Service percentage to be higher or lower depending on the timing of the debt payments, in the general fund these payments are semi-annual with payments in August and February. Capital Outlay is only at 9% of budget due to purchases such as vehicles and building improvements not being made yet. In comparing FY24 to FY25 the Special Payments category was related to the Fire District transition so having a zero balance in FY25 is expected.

Other Funds

Beginning Fund Balance: The beginning fund balances for all other funds is slightly over 60M compared to almost 63.6M in FY24.

Revenue: In Park Development Charges for Services is running higher than anticipated due to SDC revenue.

Expenses: The personnel services total for the other funds in Q1 is 1.2M. Last fiscal year at this time the total was slightly over 1.1M. This increase is due primarily to cost of living and merit increases. Materials and Services total is 3.3M compared to 3.0M for the first quarter FY24. Of note is the Affordable Housing fund where there were expenses related to the Navigation Center in FY 2024-25 that were not anticipated. During budget preparation the Navigation Center was anticipated to be completed by June 30, 2024.

Documents:

City Of McMinnville Financial Report – Q1 FY2024-25

City of McMinnville
Financial Report
FY 2024-25 1st Quarter

	FY24 Q1 - Actual YTD	Variance FY25 vs FY24	% change FY24 to FY25	FY25 Q1 - Actual YTD	FY25 Amended Budget	Variance FY25 Budget vs Actual	FY 25 As % of Budget
General Fund							
Revenues							
Beginning Fund Balance	13,130,513	(2,705,506)	-21%	10,425,007	8,852,118	1,572,889	118%
Property Taxes	75,374	(44,072)	-58%	31,301	13,750,000	(13,718,699)	0%
Licenses and Permits	650,483	156,912	24%	807,396	4,646,000	(3,838,604)	17%
Intergovernmental	98,595	145,395	147%	243,990	2,536,121	(2,292,131)	10%
Charges for Services	623,676	72,008	12%	695,684	3,234,569	(2,538,885)	22%
Fines and Forfeitures	75,383	(8,459)	-11%	66,924	283,040	(216,116)	24%
Miscellaneous	620,743	87,422	14%	708,165	1,140,948	(432,783)	62%
Transfers In	2,877,214	(2,284,082)	-79%	593,132	3,817,869	(3,224,737)	16%
Other Financing Source	-	-	-	-	6,000	(6,000)	0%
Current Revenues	5,021,468	(1,874,876)	-37%	3,146,592	29,414,547	(26,267,955)	11%
Total Resources (BFB + Current Revenues)	18,151,981	(4,580,382)		13,571,599	38,266,665	(24,695,066)	
Expenses by Classification							
Personnel Services	3,954,065	375,955	10%	4,330,019	20,181,257	(15,851,238)	21%
Materials and Services	1,451,047	168,872	12%	1,619,920	8,681,351	(7,061,431)	19%
Capital Outlay	76,738	133,658	174%	210,396	2,388,178	(2,177,782)	9%
Special Payments	2,320,612	(2,320,612)	-100%	-	-	-	0%
Debt Service	329,832	(25,920)	-8%	303,912	611,508	(307,596)	50%
Transfers Out	255,660	115,862	45%	371,522	2,000,170	(1,628,648)	19%
Other Financing Uses	-	-	0%	-	-	-	0%
Current Expenses	8,387,953	(1,552,184)	-19%	6,835,769	33,862,464	(27,026,695)	20%
Contingencies	-	-	0%	-	1,962,400	(1,962,400)	0%
Designated Fund Balances							
Grants	191,541	-	0%	191,541	-	191,541	0%
Committed (Previous ARAP)	4,653,705	(259,344)	-6%	4,394,360	2,017,303	2,377,057	218%
Unappropriated Ending Fund Balance	4,918,782	(2,768,853)	-56%	2,149,929	424,498	1,725,431	506%
Total Ending Fund Balance	9,764,028	(3,028,198)	-31%	6,735,830	2,441,801	4,294,029	276%
Total Expenditures (Current Expenses + Contingency + EFB)	18,151,981	(4,580,382)		13,571,599	38,266,665	(24,695,066)	
Expenses by Department							
Administration	416,763	92,696	22%	509,459	2,672,914	(2,163,455)	19%
Finance	189,755	13,381	7%	203,136	999,729	(796,593)	20%
Engineering	256,820	137,354	53%	394,174	1,623,431	(1,229,257)	24%
Community Development	340,094	(72,840)	-21%	267,255	2,731,053	(2,463,798)	10%
Police	2,439,201	375,178	15%	2,814,379	12,143,659	(9,329,280)	23%
Municipal Court	134,982	16,678	12%	151,661	1,044,538	(892,877)	15%
Parks & Recreation	674,740	76,800	11%	751,540	4,093,950	(3,342,410)	18%
Park Maintenance	445,931	96,032	22%	541,963	3,484,061	(2,942,098)	16%
Library	592,757	69,643	12%	662,400	2,935,490	(2,273,090)	23%
Non-Departmental (Excludes Contingency and Ending Fund Balance)	2,896,911	(2,357,107)	-81%	539,804	2,133,639	(1,593,835)	25%
Total Expenses by Department	8,387,953	(1,552,184)	-19%	6,835,769	33,862,464	(27,026,695)	20%
Grants and Special Assessments							
Revenues							
Beginning Fund Balance	145,411	5,514	4%	150,926	152,934	(2,008)	99%
Special Assessments	48,938	5,473	11%	54,411	62,000	(7,589)	88%
Fines and Forfeitures	-	82,498	0%	82,498	250,000	(167,502)	33%
Miscellaneous	17,079	2,349	14%	19,428	35,300	(15,872)	55%
Current Revenues	66,017	90,319	137%	156,336	347,300	(190,964)	45%
Total Resources (BFB + Current Revenues)	211,429	95,833		307,262	500,234	(192,972)	
Expenses							
Materials and Services	23,202	(6,515)	-28%	16,687	314,000	(297,313)	5%
Transfers Out	2,444	595	24%	3,040	12,158	(9,118)	25%
Current Expenses	25,646	(5,920)	-23%	19,726	326,158	(306,432)	6%

City of McMinnville
Financial Report
FY 2024-25 1st Quarter

	FY24 Q1 - Actual YTD	Variance FY25 vs FY24	% change FY24 to FY25	FY25 Q1 - Actual YTD	FY25 Amended Budget	Variance FY25 Budget vs Actual	FY 25 As % of Budget
Grants and Special Assessments continued							
Contingencies	-	-	0%	-	-	-	0%
Designated Fund Balances							
Grants	-	-	0%	-	-	-	0%
Unappropriated Ending Fund Balance	185,783	101,753	55%	287,536	174,076	113,460	165%
Total Ending Fund Balance	185,783	101,753	55%	287,536	174,076	113,460	165%
Total Expenditures (Current Expenses + Contingency + EFB)	211,429	95,833		307,262	500,234	(192,972)	
Transient Lodging Tax							
Revenues							
Beginning Fund Balance	464	(464)	-100%	-	-	-	0%
Licenses and Permits	-	-	0%	-	2,100,403	(2,100,403)	0%
Miscellaneous	(91)	653	-718%	562	2,000	(1,438)	28%
Current Revenues	(91)	653	-718%	562	2,102,403	(2,101,841)	0%
Total Resources (BFB + Current Revenues)	373	189		562	2,102,403	(2,101,841)	
Expenses							
Materials and Services	-	159	0%	159	1,442,273	(1,442,115)	0%
Transfers Out	10,460	480	5%	10,940	660,130	(649,190)	2%
Current Expenses	10,460	639	6%	11,099	2,102,403	(2,091,304)	
Contingencies	-	-	0%	-	-	-	0%
Unappropriated Ending Fund Balance	(10,087)	(449)	4%	(10,537)	-	(10,537)	0%
Total Expenditures (Current Expenses + Contingency + EFB)	373	189		562	2,102,403	(2,101,841)	
Affordable Housing							
Revenues							
Beginning Fund Balance	306,877	488,547	159%	795,424	764,973	30,451	104%
Licenses and Permits	136,114	(93,821)	-69%	42,293	450,000	(407,707)	9%
Intergovernmental	633,032	(633,032)	-100%	-	500,000	(500,000)	0%
Miscellaneous	18,877	(6,586)	-35%	12,290	85,000	(72,710)	14%
Transfers in	-	41,563	0%	41,563	-	41,563	0%
Current Revenues	788,023	(691,877)	-88%	96,146	1,035,000	(938,854)	9%
Total Resources (BFB + Current Revenues)	1,094,900	(203,330)		891,570	1,799,973	(908,403)	
Expenses							
Personnel Services	-	22,765	0%	22,765	123,796	(101,031)	18%
Materials and Services	60	8,014	13392%	8,074	1,651,009	(1,642,935)	0%
Capital Outlay	9,738	31,825	327%	41,563	182	41,381	22837%
Transfers Out	22,992	(20,688)	-90%	2,305	18,000	(15,695)	13%
Current Expenses	32,790	41,917	128%	74,707	1,792,987	(1,718,280)	
Contingencies	-	-	0%	-	6,064	(6,064)	0%
Unappropriated Ending Fund Balance	1,062,110	(245,247)	-23%	816,863	922	815,941	88597%
Total Expenditures (Current Expenses + Contingency + EFB)	1,094,900	(203,330)		891,570	1,799,973	(908,403)	
Telecommunications							
Revenues							
Beginning Fund Balance	2,005	118	6%	2,123	2,105	18	101%
Licenses and Permits	-	-	0%	-	190,150	(190,150)	0%
Miscellaneous	(70)	105	-150%	35	100	(65)	35%
Current Revenues	(70)	105	-150%	35	190,250	(190,215)	0%
Total Resources (BFB + Current Revenues)	1,936	222		2,158	192,355	(190,197)	

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	FY24 Q1 - Actual YTD	Variance FY25 vs FY24	% change FY24 to FY25	FY25 Q1 - Actual YTD	FY25 Amended Budget	Variance FY25 Budget vs Actual	FY 25 As % of Budget
Telecommunications continued							
Expenses							
Materials and Services	-	-	0%	-	190,150	(190,150)	0%
Current Expenses	-	-	0%	-	190,150	(190,150)	
Contingencies	-	-	0%	-	1,500	(1,500)	0%
Unappropriated Ending Fund Balance	1,936	222	11%	2,158	705	1,453	306%
Total Expenditures (Current Expenses + Contingency + EFB)	1,936	222		2,158	192,355	(190,197)	
Emergency Communications							
Revenues							
Beginning Fund Balance	154,231	15,776	10%	170,007	145,633	24,374	117%
Licenses and Permits	-	-	0%	-	21,800	(21,800)	0%
Intergovernmental	8,000	-	0%	8,000	8,000	-	100%
Charges for Services	-	-	0%	-	24,750	(24,750)	0%
Miscellaneous	1,900	1,111	58%	3,011	7,000	(3,989)	43%
Transfers In	143,193	17,524	12%	160,717	642,869	(482,152)	25%
Current Revenues	153,093	18,636	12%	171,728	704,419	(532,691)	24%
Total Resources (BFB + Current Revenues)	307,323	34,412		341,735	850,052	(508,317)	
Expenses							
Materials and Services	144,982	12,755	9%	157,737	656,254	(498,517)	24%
Debt Service	37,172	-	0%	37,172	37,173	(1)	100%
Transfers Out	638	(54)	-8%	584	2,334	(1,751)	25%
Current Expenses	182,792	12,701	7%	195,493	695,761	(500,269)	
Contingencies	-	-	0%	-	50,000	(50,000)	0%
Unappropriated Ending Fund Balance	124,532	21,711	17%	146,243	104,291	41,952	140%
Total Expenditures (Current Expenses + Contingency + EFB)	307,323	34,412		341,735	850,052	(508,317)	
Street							
Revenues							
Beginning Fund Balance	2,263,203	150,668	7%	2,413,870	2,283,798	130,072	106%
Licenses and Permits	3	3	100%	6	50	(44)	12%
Intergovernmental	670,160	(188,010)	-28%	482,150	2,757,197	(2,275,047)	17%
Miscellaneous	26,132	(364)	-1%	25,768	110,000	(84,232)	23%
Transfers In	1,806	(1,806)	-100%	-	-	-	0%
Current Revenues	698,101	(190,177)	-27%	507,924	2,867,247	(2,359,323)	18%
Total Resources (BFB + Current Revenues)	2,961,304	(39,510)		2,921,794	5,151,045	(2,229,251)	
Expenses							
Personnel Services	247,501	46,979	19%	294,481	1,213,015	(918,534)	24%
Materials and Services	239,286	325,988	136%	565,273	1,588,737	(1,023,464)	36%
Capital Outlay	162,033	(162,033)	-100%	-	26,456	(26,456)	0%
Transfers Out	142,961	61,344	43%	204,306	817,223	(612,917)	25%
Current Expenses	791,781	272,278	34%	1,064,060	3,645,431	(2,581,371)	29%
Contingencies	-	-	0%	-	500,000	(500,000)	0%
Designated Fund Balances							
Capital Replacement Reserve	30,000	30,000	100%	60,000	60,000	-	100%
Unappropriated Ending Fund Balance	2,139,522	(341,788)	-16%	1,797,734	945,614	852,120	190%
Total Ending Fund Balance	2,169,522	(311,788)	-14%	1,857,734	1,005,614	852,120	185%
Total Expenditures (Current Expenses + Contingency + EFB)	2,961,304	(39,510)		2,921,794	5,151,045	(2,229,251)	

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	FY24 Q1 - Actual YTD	Variance FY25 vs FY24	% change FY24 to FY25	FY25 Q1 - Actual YTD	FY25 Amended Budget	Variance FY25 Budget vs Actual	FY 25 As % of Budget
Airport							
Revenues							
Beginning Fund Balance	819,368	278,992	34%	1,098,360	915,142	183,218	120%
Intergovernmental	-	-	0%	-	1,257,500	(1,257,500)	0%
Charges for Services	65,045	(6,812)	-10%	58,233	414,000	(355,767)	14%
Miscellaneous	22,986	3,192	14%	26,178	58,000	(31,822)	45%
Current Revenues	88,031	(3,619)	-4%	84,412	1,729,500	(1,645,089)	5%
Total Resources (BFB + Current Revenues)	907,399	275,372		1,182,771	2,644,642	(1,461,871)	
Expenses							
Personnel Services	10,605	2,988	28%	13,594	64,837	(51,243)	21%
Materials and Services	44,134	11,122	25%	55,256	1,807,146	(1,751,890)	3%
Capital Outlay	-	-	0%	-	243	(243)	0%
Transfers Out	15,038	496	3%	15,534	62,136	(46,602)	25%
Current Expenses	69,778	14,606	21%	84,383	1,934,362	(1,849,979)	4%
Contingencies	-	-	0%	-	300,000	(300,000)	0%
Unappropriated Ending Fund Balance	837,621	260,767	31%	1,098,388	410,280	688,108	268%
Total Expenditures (Current Expenses + Contingency + EFB)	907,399	275,372		1,182,771	2,644,642	(1,461,871)	
Transportation							
Revenues							
Beginning Fund Balance	4,127,693	2,050,864	50%	6,178,557	6,003,615	174,942	103%
Intergovernmental	679,376	(679,376)	-100%	-	526,720	(526,720)	0%
Charges for Services	128,261	(75,319)	-59%	52,942	600,000	(547,058)	9%
Miscellaneous	43,997	32,679	74%	76,676	215,000	(138,324)	36%
Transfers In	57,500	67,500	117%	125,000	500,000	(375,000)	25%
Current Revenues	909,134	(654,516)	-72%	254,618	1,841,720	(1,587,102)	14%
Total Resources (BFB + Current Revenues)	5,036,827	1,396,348		6,433,175	7,845,335	(1,412,160)	
Expenses							
Materials and Services	3,709	(3,670)	-99%	40	752,920	(752,881)	0%
Capital Outlay	299,690	15,855	5%	315,544	815,000	(499,456)	39%
Debt Service	201,248	-	0%	201,248	201,249	(1)	100%
Transfers Out	31,132	3,386	11%	34,519	138,075	(103,556)	25%
Current Expenses	535,779	15,572	3%	551,351	1,907,244	(1,355,893)	29%
Contingencies	-	-	0%	-	500,000	(500,000)	0%
Designated Fund Balances							
SDC	4,372,615	-	0%	4,372,615	3,630,308	742,307	120%
ODOT Fund Exchange Reserve	1,349,259	-	0%	1,349,259	1,632,330	(283,071)	83%
Unappropriated Ending Fund Balance	(1,220,825)	1,380,776	-113%	159,950	175,453	(15,503)	91%
Total Ending Fund Balance	4,501,048	1,380,776	31%	5,881,824	5,438,091	443,733	108%
Total Expenditures (Current Expenses + Contingency + EFB)	5,036,827	1,396,348		6,433,175	7,845,335	(1,412,160)	
Park Development							
Revenues							
Beginning Fund Balance	2,301,702	678,809	29%	2,980,511	2,629,409	351,102	113%
Charges for Services	152,201	435,970	286%	588,171	500,000	88,171	118%
Miscellaneous	25,644	12,136	47%	37,780	110,000	(72,220)	34%
Current Revenues	177,845	448,106	252%	625,951	610,000	15,951	103%
Total Resources (BFB + Current Revenues)	2,479,548	1,126,915		3,606,463	3,239,409	367,054	

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	FY24 Q1 - Actual YTD	Variance FY25 vs FY24	% change FY24 to FY25	FY25 Q1 - Actual YTD	FY25 Amended Budget	Variance FY25 Budget vs Actual	FY 25 As % of Budget
Park Development continued							
Expenses							
Materials and Services	14,603	(14,582)	-100%	21	100,530	(100,510)	0%
Capital Outlay	-	-	0%	-	500,000	(500,000)	0%
Transfers Out	15,643	2,019	13%	17,662	70,648	(52,986)	25%
Current Expenses	30,246	(12,564)	-42%	17,682	671,178	(653,496)	3%
Contingencies	-	-	0%	-	500,000	(500,000)	0%
Designated Fund Balances							
Donations	16,000	-	0%	16,000	16,000	-	100%
Unappropriated Ending Fund Balance	2,433,302	1,139,478	47%	3,572,780	2,052,231	1,520,549	174%
Total Ending Fund Balance	2,449,302	1,139,478	47%	3,588,780	2,068,231	1,520,549	174%
Total Expenditures (Current Expenses + Contingency + EFB)	2,479,548	1,126,915		3,606,463	3,239,409	367,054	
Urban Renewal							
Revenues							
Beginning Fund Balance	98,654	(98,654)	-100%	-	-	-	0%
Charges for Services	-	-	0%	-	-	-	0%
Miscellaneous	1,312	1,759	134%	3,072	14,914	(11,842)	21%
Transfers in	60,491	(60,491)	-100%	-	984,048	(984,048)	0%
Current Revenues	61,804	(58,732)	-95%	3,072	998,962	(995,890)	0%
Total Resources (BFB + Current Revenues)	160,458	(157,386)		3,072	998,962	(995,890)	
Expenses							
Materials and Services	46,066	(33,462)	-73%	12,604	457,162	(444,558)	3%
Capital Outlay	-	24,785	0%	24,785	280,000	(255,215)	9%
Transfers Out	14,425	1,025	7%	15,450	61,800	(46,350)	25%
Current Expenses	60,491	(7,652)	-13%	52,839	798,962	(746,123)	7%
Contingencies	-	-	0%	-	200,000	(200,000)	0%
Unappropriated Ending Fund Balance	99,967	(149,734)	-150%	(49,767)	-	(49,767)	0%
Total Expenditures (Current Expenses + Contingency + EFB)	160,458	(157,386)	-98%	3,072	998,962	(995,890)	
Urban Renewal Debt Service							
Revenues							
Beginning Fund Balance	979,506	342,219	35%	1,321,726	1,258,026	63,700	105%
Property Taxes	3,043	(1,636)	-54%	1,407	720,100	(718,693)	0%
Intergovernmental	127	(127)	-100%	-	-	-	0%
Miscellaneous	9,175	7,225	79%	16,400	20,800	(4,400)	79%
Current Revenues	12,345	5,462	44%	17,807	740,900	(723,093)	2%
Total Resources (BFB + Current Revenues)	991,852	347,681		1,339,533	1,998,926	(659,393)	
Expenses							
Transfers Out	154,140	(60,497)	-39%	93,643	1,387,100	(1,293,457)	7%
Current Expenses	154,140	(60,497)		93,643	1,387,100	(1,293,457)	
Contingencies	-	-	0%	-	300,000	(300,000)	0%
Unappropriated Ending Fund Balance	837,711	408,178	49%	1,245,889	311,826	934,063	400%
Total Expenditures (Current Expenses + Contingency + EFB)	991,852	347,681		1,339,533	1,998,926	(659,393)	

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	FY24 Q1 - Actual YTD	Variance FY25 vs FY24	% change FY24 to FY25	FY25 Q1 - Actual YTD	FY25 Amended Budget	Variance FY25 Budget vs Actual	FY 25 As % of Budget
Debt Service							
Revenues							
Beginning Fund Balance	313,575	(12,099)	-4%	301,476	304,575	(3,099)	99%
Property Taxes	18,749	(11,750)	-63%	6,999	2,944,600	(2,937,601)	0%
Intergovernmental	721	(721)	-100%	-	-	-	0%
Miscellaneous	3,363	(419)	-12%	2,943	22,975	(20,032)	13%
Current Revenues	22,833	(12,891)	-56%	9,943	2,967,575	(2,957,632)	0%
Total Resources (BFB + Current Revenues)	336,408	(24,990)		311,418	3,272,150	(2,960,732)	
Expenses							
Debt Service	358,750	(54,800)	-15%	303,950	2,997,900	(2,693,950)	10%
Current Expenses	358,750	(54,800)	-15%	303,950	2,997,900	(2,693,950)	
Contingencies	-	-	0%	-	-	-	0%
Unappropriated Ending Fund Balance	(22,342)	29,810	-133%	7,468	274,250	(266,782)	3%
Total Expenditures (Current Expenses + Contingency + EFB)	336,408	(24,990)		311,418	3,272,150	(2,960,732)	
Building							
Revenues							
Beginning Fund Balance	2,062,688	223,916	11%	2,286,605	2,033,846	252,759	112%
Licenses and Permits	243,920	49,471	20%	293,390	627,000	(333,610)	47%
Intergovernmental	-	-	0%	-	-	-	0%
Miscellaneous	23,526	5,573	24%	29,099	97,500	(68,401)	30%
Transfers In	9,202	(6,897)	-75%	2,305	9,218	(6,913)	25%
Current Revenues	276,648	48,146	17%	324,794	733,718	(408,924)	44%
Total Resources (BFB + Current Revenues)	2,339,336	272,062		2,611,399	2,767,564	(156,165)	
Expenses							
Personnel Services	153,715	7,410	5%	161,125	725,831	(564,706)	22%
Materials and Services	32,546	(6,305)	-19%	26,242	154,659	(128,417)	17%
Capital Outlay	-	11	0%	11	14,559	(14,548)	0%
Transfers Out	10,145	10,251	101%	20,396	81,583	(61,187)	25%
Current Expenses	196,406	11,367	6%	207,773	976,632	(768,859)	21%
Contingencies	-	-	0%	-	200,000	(200,000)	0%
Unappropriated Ending Fund Balance	2,142,931	260,695	12%	2,403,626	1,590,932	812,694	151%
Total Expenditures (Current Expenses + Contingency + EFB)	2,339,336	272,062		2,611,399	2,767,564	(156,165)	
Wastewater Services							
Revenues							
Beginning Fund Balance	3,823,190	(708,647)	-19%	3,114,543	2,570,771	543,772	121%
Intergovernmental	-	-	0%	-	-	-	0%
Charges for Services	1,950,613	39,371	2%	1,989,984	11,727,607	(9,737,623)	17%
Miscellaneous	26,564	(17,569)	-66%	8,995	101,000	(92,005)	9%
Transfers In	4,513	(4,513)	-100%	-	263,525	(263,525)	0%
Current Revenues	1,981,690	17,288	1%	1,998,979	12,092,132	(10,093,153)	17%
Total Resources (BFB + Current Revenues)	5,804,880	(691,359)		5,113,521	14,662,903	(9,549,382)	

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Wastewater Services continued							
Expenses							
Personnel Services	566,427	32,988	6%	599,415	2,939,656	(2,340,241)	20%
Materials and Services	781,751	35,381	5%	817,132	3,332,655	(2,515,523)	25%
Capital Outlay	79,736	(44,628)	-56%	35,108	360,095	(324,987)	10%
Transfers Out	1,743,775	(50,176)	-3%	1,693,599	6,791,098	(5,097,499)	25%
Current Expenses	3,171,688	(26,434)	-1%	3,145,254	13,423,504	(10,278,250)	23%
Contingencies	-	-	0%	-	900,000	(900,000)	0%
Unappropriated Ending Fund Balance	2,633,192	(664,924)	-25%	1,968,268	339,399	1,628,869	580%
Total Expenditures (Current Expenses + Contingency + EFB)	5,804,880	(691,359)		5,113,521	14,662,903	(9,549,382)	
Wastewater Capital							
Revenues							
Beginning Fund Balance	45,289,508	(6,683,782)	-15%	38,605,726	39,943,528	(1,337,802)	97%
Intergovernmental	-	-	0%	-	76,902	(76,902)	0%
Charges for Services	171,493	(99,768)	-58%	71,725	700,000	(628,275)	10%
Miscellaneous	495,999	5,756	1%	501,755	1,113,500	(611,745)	45%
Transfers In	1,577,056	(57,926)	-4%	1,519,130	6,469,475	(4,950,345)	23%
Current Revenues	2,244,549	(151,938)	-7%	2,092,610	8,359,877	(6,267,267)	25%
Total Resources (BFB + Current Revenues)	47,534,057	(6,835,721)		40,698,336	48,303,405	(7,605,069)	
Expenses							
Materials and Services	53,759	148,079	275%	201,838	4,381,190	(4,179,352)	5%
Capital Outlay	1,322,314	2,172,700	164%	3,495,014	24,865,000	(21,369,986)	14%
Transfers Out	2,387,795	(2,257,111)	-95%	130,684	1,297,746	(1,167,062)	10%
Current Expenses	3,763,868	63,668	2%	3,827,536	30,543,936	(26,716,400)	13%
Contingencies	-	-	0%	-	2,500,000	(2,500,000)	0%
Designated Fund Balances							
PERS Refinancing Reserve	1,506,300	(397,500)	-26%	1,108,800	1,108,800	-	100%
Unappropriated Ending Fund Balance	42,263,889	(6,501,888)	-15%	35,762,001	14,150,669	21,611,332	253%
Total Ending Fund Balance	43,770,189	(6,899,388)	-16%	36,870,801	15,259,469	21,611,332	242%
Total Expenditures (Current Expenses + Contingency + EFB)	47,534,057	(6,835,721)		40,698,336	48,303,405	(7,605,069)	
Information Systems & Services							
Revenues							
Beginning Fund Balance	198,528	16,793	8%	215,320	207,864	7,456	104%
Intergovernmental	62,585	(47,142)	-75%	15,443	-	15,443	0%
Charges for Services	206,986	52,177	25%	259,163	1,128,452	(869,289)	23%
Miscellaneous	2,276	1,473	65%	3,750	9,000	(5,250)	42%
Transfers In	135,169	57,799	43%	192,968	795,725	(602,757)	24%
Current Revenues	407,017	64,307	16%	471,324	1,933,177	(1,461,853)	24%
Total Resources (BFB + Current Revenues)	605,545	81,099		686,644	2,141,041	(1,454,397)	
Expenses							
Personnel Services	140,327	11,608	8%	151,934	666,911	(514,977)	23%
Materials and Services	267,381	18,285	7%	285,666	1,084,154	(798,488)	26%
Capital Outlay	707	(707)	-100%	-	174,000	(174,000)	0%
Current Expenses	408,414	29,186	7%	437,600	1,925,065	(1,487,465)	23%
Contingencies	-	-	0%	-	75,000	(75,000)	0%
Designated Fund Balances							
Financial System Reserve	-	-	0%	-	15,075	(15,075)	0%
Unappropriated Ending Fund Balance	197,131	51,913	26%	249,044	125,901	123,143	198%
Total Ending Fund Balance	197,131	51,913	26%	249,044	140,976	108,068	177%
Total Expenditures (Current Expenses + Contingency + EFB)	605,545	81,099		686,644	2,141,041	(1,454,397)	

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	FY24 Q1 - Actual YTD	Variance FY25 vs FY24	% change FY24 to FY25	FY25 Q1 - Actual YTD	FY25 Amended Budget	Variance FY25 Budget vs Actual	FY 25 As % of Budget
Insurance Services							
Revenues							
Beginning Fund Balance	706,555	(158,430)	-22%	548,125	467,698	80,427	117%
Charges for Services	903,123	37,764	4%	940,887	1,251,232	(310,345)	75%
Miscellaneous	50,483	54,320	108%	104,803	128,335	(23,532)	82%
Current Revenues	953,606	92,084	10%	1,045,690	1,379,567	(333,877)	76%
Total Resources (BFB + Current Revenues)	1,660,161	(66,346)		1,593,815	1,847,265	(253,450)	
Expenses							
Materials and Services	1,429,491	(235,571)	-16%	1,193,920	1,324,465	(130,545)	90%
Capital Outlay	-	-	0%	-	30,000	(30,000)	0%
Transfers Out	58,895	(38,263)	-65%	20,632	82,528	(61,896)	25%
Current Expenses	1,488,386	(273,834)	-18%	1,214,552	1,436,993	(222,441)	85%
Contingencies	-	-	0%	-	150,000	(150,000)	0%
Unappropriated Ending Fund Balance	171,775	207,488	121%	379,263	260,272	118,991	146%
Total Expenditures (Current Expenses + Contingency + EFB)	1,660,161	(66,346)		1,593,815	1,847,265	(253,450)	
Fire District Transition							
Revenues							
Beginning Fund Balance	-			-	-	-	
Licenses and Permits	3,650			-	-	-	
Intergovernmental	2,238,575			-	-	-	
Charges for Services	337,303			-	-	-	
Miscellaneous	31,985			-	-	-	
Transfers in	-			-	-	-	
Current Revenues	2,611,513	-		-	-	-	
Total Resources (BFB + Current Revenues)	2,611,513	-		-	-	-	
Expenses							
Personnel Services	2,012,063			-	-	-	
Materials and Services	461,677			-	-	-	
Capital Outlay	-			-	-	-	
Special Payments	-			-	-	-	
Debt Service	-			-	-	-	
Current Expenses	2,473,739	-		-	-	-	
Contingencies	-	-		-	-	-	
Unappropriated Ending Fund Balance	137,773	-		-	-	-	
Total Expenditures (Current Expenses + Contingency + EFB)	2,611,513	-		-	-	-	