

EST.  1856

City of McMinnville Oregon

2024-2025

Adopted Budget



Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES						
<u>BEGINNING FUND BALANCE</u>						
0	750,000	0	4001-01 Designated Begin FB-General Fd - Grants State of Oregon Business Resiliency grant balance	109,540	109,540	109,540
786,091	833,933	847,233	4001-07 Designated Begin FB-General Fd - LOSAP Designated carryover from prior year for the Length of Service Award Program (LOSAP), the City's retirement benefit program for volunteer firefighters.	0	0	0
0	0	6,500,000	4001-90 Designated Begin FB-General Fd - Committed Estimate of committed funds that represent ARPA revenue replacement to be spent on projects as approved by Council in FY25 and beyond.	3,682,008	3,682,008	4,159,008
4,975,668	4,940,938	5,485,120	4090 Beginning Fund Balance Estimated July 1 undesignated carryover from the prior year.	4,501,569	4,521,569	4,583,570
5,761,758	6,524,871	12,832,353	<u>TOTAL BEGINNING FUND BALANCE</u>	8,293,117	8,313,117	8,852,118
5,761,758	6,524,871	12,832,353	TOTAL RESOURCES	8,293,117	8,313,117	8,852,118

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : 002 - CITY MANAGER'S OFFICE Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES						
<u>INTERGOVERNMENTAL</u>						
0	2,144	0	4546 American Rescue Plan	0	0	0
0	0	149,276	5029 McMinnville Fire District	0	0	0
0	2,144	149,276	<u>TOTAL INTERGOVERNMENTAL</u>	0	0	0
<u>MISCELLANEOUS</u>						
0	0	0	6600 Other Income	0	0	0
0	0	0	<u>TOTAL MISCELLANEOUS</u>	0	0	0
0	2,144	149,276	<u>TOTAL RESOURCES</u>	0	0	0

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : 002 - CITY MANAGER'S OFFICE Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

-2,378	4,410	0	7000 Salaries & Wages	0	0	0
277,558	276,358	368,780	7000-05 Salaries & Wages - Regular Full Time City Manager - 1.00 FTE City Recorder - 0.20 FTE Communications & Engagement Manager - 1.00 FTE Deputy City Recorder/Executive Assistant - 0.80 FTE	360,172	360,172	360,172
0	0	0	7000-15 Salaries & Wages - Temporary	0	0	0
1,467	3,433	500	7000-20 Salaries & Wages - Overtime	3,020	3,020	3,020
0	0	0	7000-25 Salaries & Wages - City Employee Recognition	0	0	0
6,000	6,000	6,000	7000-30 Salaries & Wages - Auto Allowance City Manager's \$500 per month automobile allowance.	6,000	6,000	6,000
0	0	480	7000-37 Salaries & Wages - Medical Opt Out Incentive	960	960	960
-1,157	2,251	0	7300 Fringe Benefits	0	0	0
14,808	15,016	20,319	7300-05 Fringe Benefits - FICA - Social Security	19,813	19,813	19,813
4,211	4,247	5,673	7300-06 Fringe Benefits - FICA - Medicare	5,605	5,605	5,605
91,230	88,804	114,918	7300-15 Fringe Benefits - PERS - OPSRP - IAP	113,770	113,770	113,770
13,178	14,542	15,527	7300-18 Fringe Benefits - Retirement Benefit City Manager's deferred compensation contributions - 8% of salary.	16,421	16,421	16,421
41,284	46,213	69,078	7300-20 Fringe Benefits - Medical Insurance	48,312	48,312	48,312
6,400	6,200	9,200	7300-22 Fringe Benefits - VEBA Plan	6,200	6,200	6,200
170	137	204	7300-25 Fringe Benefits - Life Insurance	180	180	180
780	593	752	7300-30 Fringe Benefits - Long Term Disability	728	728	728
224	293	414	7300-35 Fringe Benefits - Workers' Compensation Insurance	661	661	661
45	48	79	7300-37 Fringe Benefits - Workers' Benefit Fund	63	63	63
0	0	1,378	7300-45 Fringe Benefits - Paid Family Leave City Share	288	288	288
453,820	468,544	613,302	TOTAL PERSONNEL SERVICES	582,193	582,193	582,193

MATERIALS AND SERVICES

319	289	2,000	7520 Public Notices & Printing	1,500	1,500	1,500
146	254	500	7540 Employee Events Costs shared city-wide for employee training, materials, and events.	500	500	500

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : 002 - CITY MANAGER'S OFFICE Program : N/A			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
6,484	5,848	6,000	7550	Travel & Education		8,000	8,000	8,000
				Professional association conferences, seminars, travel and meal costs, professional memberships, dues and subscriptions. Includes allowance for leadership training and development for City staff.				
1,590	3,336	3,740	7610-05	Insurance - Liability		5,507	5,507	5,303
917	5,031	3,000	7620	Telecommunications		4,860	4,860	4,860
824	917	2,000	7660	Materials & Supplies		2,000	2,000	2,000
1,518	1,569	1,500	7660-05	Materials & Supplies - Office Supplies		1,500	1,500	1,500
0	6	300	7660-15	Materials & Supplies - Postage		300	300	300
2,208	950	1,400	7750	Professional Services		31,400	31,400	31,400
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Fellow/Internship	1	30,000	30,000	
				Other professional services	1	1,400	1,400	
0	4,958	2,600	7750-01	Professional Services - Audit & other city-wide prof svc		5,540	5,540	5,540
				Costs shared city-wide for audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses				
4,466	5,169	6,812	7840	M & S Computer Charges		6,894	6,894	6,894
				I.S. Fund materials & supplies costs shared city-wide				
0	3,941	3,500	7840-02	M & S Computer Charges - City Manager's Office		3,680	3,680	3,680
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Office 365 licensing	1	1,100	1,100	
				Adobe Pro renewals	1	1,700	1,700	
				Docking Station	1	400	400	
				Mailchimp software	1	480	480	
50,965	50,629	55,517	8000	City Memberships		56,032	56,032	56,032
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Mid-Willamette Valley of Council of Govs	1	21,000	21,000	
				League of Oregon Cities	1	30,473	30,473	
				International City/County Management Association	1	1,200	1,200	
				International Institute of Municipal Clerks	2	235	470	
				McMinnville Area Chamber of Commerce	1	721	721	
				Rotary Club of McMinnville	1	293	293	
				Oregon City/County Management Association	1	455	455	
				Oregon Assoc of Municipal Clerks	2	85	170	
				Professional Associations	1	1,000	1,000	
				Oregon Latinos in Local Government	1	250	250	
69,437	82,896	88,869	TOTAL MATERIALS AND SERVICES			127,713	127,713	127,509

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : 002 - CITY MANAGER'S OFFICE Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
<u>CAPITAL OUTLAY</u>						
416	0	1,826	8750 Capital Outlay Computer Charges I.S. Fund capital outlay costs shared city-wide	728	728	728
416	0	1,826	<u>TOTAL CAPITAL OUTLAY</u>	728	728	728
523,674	551,440	703,997	<u>TOTAL REQUIREMENTS</u>	710,634	710,634	710,430

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : 003 - CITY HALL & CITY PROPERTY Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES						
<u>INTERGOVERNMENTAL</u>						
14,413	10,925	0	4546 American Rescue Plan	0	0	0
0	0	57,614	4771 Business Oregon (State)	0	0	0
14,413	10,925	57,614	TOTAL INTERGOVERNMENTAL	0	0	0
<u>CHARGES FOR SERVICES</u>						
2,118	0	0	5400-02 Property Rentals - The Nelson House	0	0	0
2,118	0	0	TOTAL CHARGES FOR SERVICES	0	0	0
16,531	10,925	57,614	TOTAL RESOURCES	0	0	0

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : 003 - CITY HALL & CITY PROPERTY Program : N/A			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
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REQUIREMENTS

MATERIALS AND SERVICES

0	676	1,390	7515	City Services Charge expense				1,390	1,390	1,390
13,791	13,721	18,000	7600	Utilities				18,900	18,900	18,900
				For City Hall, Civic Hall and rental building						
0	0	0	7600-04	Utilities - Water				0	0	0
923	1,092	1,200	7610-05	Insurance - Liability				5,161	5,161	4,970
11,706	12,465	15,460	7610-10	Insurance - Property				23,694	23,694	23,050
4,969	5,854	7,000	7620	Telecommunications				7,350	7,350	7,350
10,736	11,104	11,500	7650-10	Janitorial - Services				26,300	26,300	26,300
3,486	485	2,500	7650-15	Janitorial - Supplies				1,050	1,050	1,050
18	-54	150	7660	Materials & Supplies				150	150	150
0	0	500	7720-06	Repairs & Maintenance - Equipment				500	500	500
3,015	8,210	26,000	7720-08	Repairs & Maintenance - Building Repairs				46,500	46,500	46,500
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
				Civic Hall dimming panel (in FY24 budget, delay til FY25)	1	10,000	10,000			
				Civic Hall door security (in FY24 budget, delay til FY25)	1	17,500	17,500			
				General City Hall and Civic Center needs	1	7,000	7,000			
				Refinish dais in Civic Center	1	12,000	12,000			
4,816	6,388	5,500	7720-10	Repairs & Maintenance - Building Maintenance				5,000	5,000	5,000
1,604	68	5,000	7720-12	Repairs & Maintenance - Grounds				5,000	5,000	5,000
21,791	23,787	24,010	7720-34	Repairs & Maintenance - Parking Structure & Lots				18,250	18,250	18,250
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
				Misc Repairs	1	5,000	5,000			
				Flower Baskets	1	6,750	6,750			
				Lighting	1	5,500	5,500			
				Telephone	1	1,000	1,000			
0	0	0	7725	Pollution Remediation				0	0	0
5,262	5,959	7,290	7740-05	Rental Property Repair & Maint - Building				6,300	6,300	6,300
				Rental property upkeep expenses including utilities						

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01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : 003 - CITY HALL & CITY PROPERTY Program : N/A			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
680	1,002	1,000	7750	Professional Services		1,260	1,260	1,260
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Document Shredding Services	1	1,260	1,260	
8,303	8,239	12,500	7780-17	Contract Services - Parking Structure & Lots		8,500	8,500	8,500
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Janitorial	1	2,000	2,000	
				Street sweeping	1	6,500	6,500	
24,840	30,132	28,000	7790	Maintenance & Rental Contracts		34,650	34,650	34,650
				Security system, floor mat cleaning, heating system maintenance, pest control, copier lease, postage machine lease				
5,400	5,400	6,000	7790-05	Maintenance & Rental Contracts - Water & Light Fiber Net		6,000	6,000	6,000
0	0	0	7800	M & S Equipment		0	0	0
121,341	134,526	173,000	<u>TOTAL MATERIALS AND SERVICES</u>			215,955	215,955	215,120
<u>CAPITAL OUTLAY</u>								
0	0	0	8710	Equipment		0	0	0
14,413	10,925	24,000	8800	Building Improvements		114,000	114,000	114,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				City Hall cap improvement (approved for FY24, delayed to FY25)	1	24,000	24,000	
				City Hall replace fire alarm panel & annunciator	1	30,000	30,000	
				Nelson House replace frontage sidewalk (includes tree removals)	1	60,000	60,000	
0	0	4,350,000	8900	Land Acquisition		0	0	0
0	0	64,658	8925	Capital Pollution Remediation		0	0	0
14,413	10,925	4,438,658	<u>TOTAL CAPITAL OUTLAY</u>			114,000	114,000	114,000
135,754	145,451	4,611,658	<u>TOTAL REQUIREMENTS</u>			329,955	329,955	329,120

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : 005 - MAYOR & CITY COUNCIL Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

42,399	62,146	73,762	7000-05 Salaries & Wages - Regular Full Time City Recorder - 0.80 FTE Deputy City Recorder / Executive Assistant - 0.20 FTE	99,032	99,032	99,032
0	0	0	7000-15 Salaries & Wages - Temporary	0	0	0
1,830	2,712	2,000	7000-20 Salaries & Wages - Overtime	1,188	1,188	1,188
0	0	0	7000-30 Salaries & Wages - Auto Allowance	0	0	0
0	0	0	7000-37 Salaries & Wages - Medical Opt Out Incentive	240	240	240
2,645	3,906	4,584	7300-05 Fringe Benefits - FICA - Social Security	6,078	6,078	6,078
618	914	1,099	7300-06 Fringe Benefits - FICA - Medicare	1,457	1,457	1,457
12,359	18,116	22,935	7300-15 Fringe Benefits - PERS - OPSRP - IAP	30,541	30,541	30,541
0	0	0	7300-18 Fringe Benefits - Retirement Benefit	0	0	0
4,454	5,501	6,244	7300-20 Fringe Benefits - Medical Insurance	6,486	6,486	6,486
600	800	800	7300-22 Fringe Benefits - VEBA Plan	800	800	800
48	43	48	7300-25 Fringe Benefits - Life Insurance	60	60	60
163	147	156	7300-30 Fringe Benefits - Long Term Disability	218	218	218
38	67	83	7300-35 Fringe Benefits - Workers' Compensation Insurance	110	110	110
12	15	18	7300-37 Fringe Benefits - Workers' Benefit Fund	21	21	21
0	0	270	7300-45 Fringe Benefits - Paid Family Leave City Share	78	78	78
0	291	500	7400-10 Fringe Benefits - Volunteers - Workers' Compensation Insurance	452	452	452
65,166	94,658	112,499	TOTAL PERSONNEL SERVICES	146,761	146,761	146,761

MATERIALS AND SERVICES

0	1,386	2,000	7520 Public Notices & Printing	3,000	3,000	3,000
432	435	5,000	7620 Telecommunications	5,000	5,000	5,000
28	151	500	7660 Materials & Supplies	1,000	1,000	1,000
1,565	4,849	800	7660-05 Materials & Supplies - Office Supplies	800	800	800
0	384	150	7660-15 Materials & Supplies - Postage	150	150	150

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : 005 - MAYOR & CITY COUNCIL Program : N/A			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
5,027	10,705	30,000	7750	Professional Services		140,500	140,500	140,500
					Budget Note: Increased due to Lobbyist/Intergovernmental Contracts, placeholder for participation incentives, contract services for goal setting and other services.			
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Participation Incentive	1	15,000	15,000	
				Lobbyist/Intergovernmental Contracts	1	90,000	90,000	
				Other Professional Services	1	35,500	35,500	
0	32	100	7750-01	Professional Services - Audit & other city-wide prof svc		0	0	0
					Costs shared city-wide for Audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses			
0	0	40,000	7750-06	Professional Services - Community Outreach		25,000	25,000	25,000
					City Council's public communication efforts			
15,528	18,460	18,423	7840	M & S Computer Charges		29,114	29,114	29,114
					I.S. Fund materials & supplies costs shared city-wide			
2,749	2,789	4,800	7840-03	M & S Computer Charges - City Council		4,300	4,300	4,300
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Replacement Computer	1	1,800	1,800	
				Leased Copier (shared with Municipal Court, Planning)	1	500	500	
				Office 365 licensing	1	2,000	2,000	
14,474	22,693	25,000	8005	Mayor/City Council Expenses		30,000	30,000	30,000
					Including Mayor/City Council events like State of the City, Community Fair, etc. Increase is consistent with pre-Covid expenses.			
0	0	0	8016	Affordable Housing Programs		0	0	0
39,803	61,884	126,773	TOTAL MATERIALS AND SERVICES			238,864	238,864	238,864
CAPITAL OUTLAY								
1,448	0	4,939	8750	Capital Outlay Computer Charges		3,074	3,074	3,074
					I.S. Fund capital outlay costs shared city-wide			
1,448	0	4,939	TOTAL CAPITAL OUTLAY			3,074	3,074	3,074
106,417	156,542	244,211	TOTAL REQUIREMENTS			388,699	388,699	388,699

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : 008 - LEGAL Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

132,282	0	122,803	7000-05 Salaries & Wages - Regular Full Time City Attorney - 1.00 FTE	150,680	150,680	150,680
32,472	0	17,191	7000-10 Salaries & Wages - Regular Part Time Management Support Specialist - Senior - Legal - 0.50 FTE	29,402	29,402	29,402
3,840	0	0	7000-15 Salaries & Wages - Temporary	0	0	0
0	0	0	7000-20 Salaries & Wages - Overtime	0	0	0
0	0	0	7000-32 Salaries & Wages - Moving Allowance	0	0	0
0	0	0	7000-37 Salaries & Wages - Medical Opt Out Incentive	0	0	0
10,323	0	8,470	7300-05 Fringe Benefits - FICA - Social Security	10,895	10,895	10,895
2,414	0	2,030	7300-06 Fringe Benefits - FICA - Medicare	2,611	2,611	2,611
43,740	0	42,375	7300-15 Fringe Benefits - PERS - OPSRP - IAP	54,744	54,744	54,744
18,895	0	20,800	7300-20 Fringe Benefits - Medical Insurance	31,404	31,404	31,404
1,500	0	4,000	7300-22 Fringe Benefits - VEBA Plan	4,000	4,000	4,000
135	0	75	7300-25 Fringe Benefits - Life Insurance	120	120	120
568	0	370	7300-30 Fringe Benefits - Long Term Disability	428	428	428
197	0	154	7300-35 Fringe Benefits - Workers' Compensation Insurance	198	198	198
29	0	23	7300-37 Fringe Benefits - Workers' Benefit Fund	32	32	32
0	0	0	7300-40 Fringe Benefits - Unemployment	0	0	0
0	0	616	7300-45 Fringe Benefits - Paid Family Leave City Share	141	141	141
246,395	0	218,907	TOTAL PERSONNEL SERVICES	284,655	284,655	284,655

MATERIALS AND SERVICES

202	339	300	7540 Employee Events Costs shared city-wide for employee training, materials, and events.	300	300	300
6,428	948	1,500	7545 Subscriptions Legal research subscriptions (Casetext); as well as necessary organization dues.	2,095	2,095	2,095
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			CaseText Subscription	12	110	1,320
			Oregon City Attorneys Association (OCAA) Membership	1	85	85
			Oregon State Bar Dues	1	690	690

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : 008 - LEGAL Program : N/A			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
660	800	1,000	7550	Travel & Education		2,957	2,957	2,957
				Professional association conferences, seminars, and workshops including travel and meal costs, supplemental professional memberships, professional reference materials for the City Attorney.				
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				OCAA Spring Conference	1	800	800	
				Oregon City Attorneys Association ("OCAA") Fall Conference	1	800	800	
				International Municipal Lawyers Association ("IMLA") Membership	1	657	657	
				IMLA Annual Conference	1	400	400	
				Other Continuing Legal Education ("CLE")	5	60	300	
2,348	4,448	4,990	7610-05	Insurance - Liability		882	882	849
1,795	997	1,300	7620	Telecommunications		1,100	1,100	1,100
500	160	500	7660-05	Materials & Supplies - Office Supplies		500	500	500
112	0	150	7660-15	Materials & Supplies - Postage		50	50	50
32,176	5,848	20,000	7750	Professional Services		0	0	0
				Provide City Attorney with non-legal, professional assistance.				
0	263	500	7750-01	Professional Services - Audit & other city-wide prof svc		0	0	0
141,533	358,478	86,000	7750-09	Professional Services - Legal		185,000	185,000	185,000
				Provide City Attorney with legal assistance on projects other than city prosecutorial services.				
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Various Other Legal	1	60,000	60,000	
				Land Use Legal	1	100,000	100,000	
				Planning Appeals Legal	1	25,000	25,000	
0	0	104,000	7750-18	Professional Services - Contract Prosecutor		111,370	111,370	111,370
				Contract city prosecutor services to provide City Attorney with assistance.				
3,828	4,430	3,028	7840	M & S Computer Charges		4,596	4,596	4,596
				I.S. Fund materials & supplies costs shared city-wide				
0	2,429	530	7840-08	M & S Computer Charges - Legal		600	600	600
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Office 365 licensing	1	600	600	
189,583	379,141	223,798	TOTAL MATERIALS AND SERVICES			309,450	309,450	309,417
<u>CAPITAL OUTLAY</u>								
357	0	812	8750	Capital Outlay Computer Charges		485	485	485
				I.S. Fund capital outlay costs shared city-wide				
357	0	812	TOTAL CAPITAL OUTLAY			485	485	485

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : 008 - LEGAL Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
436,335	379,141	443,517	TOTAL REQUIREMENTS	594,590	594,590	594,557

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : 011 - COMMUNITY SERVICES Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES						
<u>INTERGOVERNMENTAL</u>						
0	40,095	0	4546 American Rescue Plan	0	0	0
0	40,095	0	TOTAL INTERGOVERNMENTAL	0	0	0
<u>MISCELLANEOUS</u>						
0	0	0	6405 Donations - Administration	0	0	0
0	750	0	6490 Donations - Public Art Public donations for the Public Art Program	2,000	2,000	2,000
0	30,000	16,500	6490-10 Donations - Public Art - Dedicated Public donations for specific pieces of artwork for the Public Art Program	5,000	5,000	5,000
0	30,750	16,500	TOTAL MISCELLANEOUS	7,000	7,000	7,000
0	70,845	16,500	TOTAL RESOURCES	7,000	7,000	7,000

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : 011 - COMMUNITY SERVICES Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

0	18,505	0	7000-15	Salaries & Wages - Temporary	0	0	0
0	600	0	7000-37	Salaries & Wages - Medical Opt Out Incentive	0	0	0
0	1,184	0	7300-05	Fringe Benefits - FICA - Social Security	0	0	0
0	277	0	7300-06	Fringe Benefits - FICA - Medicare	0	0	0
0	0	0	7300-15	Fringe Benefits - PERS - OPSRP - IAP	0	0	0
0	0	0	7300-20	Fringe Benefits - Medical Insurance	0	0	0
0	0	0	7300-22	Fringe Benefits - VEBA Plan	0	0	0
0	21	0	7300-35	Fringe Benefits - Workers' Compensation Insurance	0	0	0
0	9	0	7300-37	Fringe Benefits - Workers' Benefit Fund	0	0	0
0	0	0	7300-45	Fringe Benefits - Paid Family Leave City Share	0	0	0
0	20,596	0	TOTAL PERSONNEL SERVICES		0	0	0

MATERIALS AND SERVICES

0	6,609	20,000	7710	Materials & Supplies - Grants	37,000	37,000	37,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
				ARPA: DEI Implementation / Assessment	1	27,000	27,000
				ARPA: Culturally Competent Communication	1	10,000	10,000
0	1,099	2,000	7720-03	Repairs & Maintenance - Public Art	2,000	2,000	2,000
0	0	2,000	7750	Professional Services	2,000	2,000	2,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
				City Website / Photos	1	1,000	1,000
				Community Fair Photography	1	1,000	1,000
0	14,300	37,000	7750-04	Professional Services - Grants	37,000	37,000	37,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
				ARPA: DEI Implementation / Employee Training	1	15,000	15,000
				ARPA: Translation of key documents / live translation services	1	22,000	22,000

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : 011 - COMMUNITY SERVICES Program : N/A			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
37,716	29,169	38,600	8010	Holiday Lighting		43,600	43,600	43,600
				City contribution to community-wide Holiday Lighting Program, a public/private partnership, and monthly electrical charges for 3rd Street kiosks.				
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Sequoia Tree	1	20,000	20,000	
				3rd Street Kiosks	12	300	3,600	
				City Banners	5	4,000	20,000	
5,885	10,310	10,000	8012	M&S Downtown Public Art Program		10,000	10,000	10,000
				City's annual support of Downtown Public Art Program includes pedestal construction and artist honorariums.				
0	750	0	8012-05	M&S Downtown Public Art Program - Donations - Public Art		2,000	2,000	2,000
				Public art purchases funded through revenue account 6490, Donations-Public Art.				
0	12,000	16,500	8012-10	M&S Downtown Public Art Program - Donations - Dedicated		5,000	5,000	5,000
				Public donations for purchase of specific pieces of artwork for the Downtown Public Art Program; funded through revenue account 6490-10, Donations-Public Art-Dedicated.				
0	0	12,000	8015	Community Services		12,000	12,000	12,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				General Printing / Mailers	1	7,000	7,000	
				Community Engagement / Event Needs	1	5,000	5,000	
14,000	14,000	14,000	8020	McMinnville Downtown Association		14,000	14,000	14,000
				City's contribution to the McMinnville Downtown Association in-lieu of a Downtown Economic Improvement District assessment.				
22,500	25,000	26,250	8025	Yamhill Co - YCTA		27,037	30,000	30,000
				Support for public transportation program with 14.3% increase				
92,208	88,427	93,000	8060	Economic Development		93,000	93,000	93,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				McMinnville Economic Development Partnership	1	75,000	75,000	
				Bypass Lobbying	1	18,000	18,000	
172,308	201,665	271,350	TOTAL MATERIALS AND SERVICES			284,637	287,600	287,600
			CAPITAL OUTLAY					
0	18,000	0	8712-10	Capital Outlay Downtown Public Art Program - Donations - Dedicated		0	0	0
0	18,000	0	TOTAL CAPITAL OUTLAY			0	0	0
172,308	240,261	271,350	TOTAL REQUIREMENTS			284,637	287,600	287,600

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : 012 - HUMAN RESOURCES Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES						
INTERGOVERNMENTAL						
0	0	55,726	5029 McMinnville Fire District	0	0	0
0	0	55,726	TOTAL INTERGOVERNMENTAL	0	0	0
0	0	55,726	TOTAL RESOURCES	0	0	0

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : 012 - HUMAN RESOURCES Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

98,401	131,765	212,924	7000-05 Salaries & Wages - Regular Full Time Human Resources Director - 1.00 FTE Human Resources Analyst - 1.00 FTE	212,762	212,762	212,762
0	0	0	7000-10 Salaries & Wages - Regular Part Time	0	0	0
0	0	0	7000-15 Salaries & Wages - Temporary	0	0	0
0	0	0	7000-20 Salaries & Wages - Overtime	743	743	743
0	0	0	7000-25 Salaries & Wages - City Employee Recognition	0	0	0
0	0	0	7000-30 Salaries & Wages - Auto Allowance	0	0	0
0	2,200	1,920	7000-37 Salaries & Wages - Medical Opt Out Incentive	2,400	2,400	2,400
5,865	8,167	12,998	7300-05 Fringe Benefits - FICA - Social Security	13,062	13,062	13,062
1,372	1,910	3,115	7300-06 Fringe Benefits - FICA - Medicare	3,131	3,131	3,131
27,222	38,917	65,035	7300-15 Fringe Benefits - PERS - OPSRP - IAP	65,635	65,635	65,635
0	0	0	7300-18 Fringe Benefits - Retirement Benefit	0	0	0
15,140	17,516	34,066	7300-20 Fringe Benefits - Medical Insurance	24,285	24,285	24,285
500	1,500	750	7300-22 Fringe Benefits - VEBA Plan	750	750	750
75	105	138	7300-25 Fringe Benefits - Life Insurance	120	120	120
338	367	496	7300-30 Fringe Benefits - Long Term Disability	500	500	500
78	143	236	7300-35 Fringe Benefits - Workers' Compensation Insurance	237	237	237
19	31	52	7300-37 Fringe Benefits - Workers' Benefit Fund	42	42	42
0	0	0	7300-40 Fringe Benefits - Unemployment	0	0	0
0	0	819	7300-45 Fringe Benefits - Paid Family Leave City Share	169	169	169
149,010	202,620	332,549	TOTAL PERSONNEL SERVICES	323,836	323,836	323,836

MATERIALS AND SERVICES

0	0	6,200	7520 Public Notices & Printing Recruitment advertising	2,500	2,500	2,500
0	90	500	7530 Training Local trainings and webinars	500	500	500
0	0	400	7540 Employee Events Costs shared city-wide for employee training, materials, and events.	500	500	500

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : 012 - HUMAN RESOURCES Program : N/A			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
219	5,135	10,000	7550	Travel & Education	Professional association conferences, seminars and workshops including travel and meal costs, professional memberships, dues, subscriptions, and reference materials.	12,000	12,000	12,000
271	10	2,500	7579	Employee Recognition		0	0	0
444	831	800	7620	Telecommunications		1,000	1,000	1,000
960	1,066	1,000	7660	Materials & Supplies		1,000	1,000	1,000
235	437	1,000	7660-05	Materials & Supplies - Office Supplies		500	500	500
0	7	200	7660-15	Materials & Supplies - Postage		50	50	50
6,271	20,217	10,000	7750	Professional Services		12,000	12,000	12,000
0	417	100	7750-01	Professional Services - Audit & other city-wide prof svc	Costs shared city-wide for Audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses	0	0	0
1,914	4,430	4,541	7840	M & S Computer Charges	I.S. Fund materials & supplies costs shared city-wide	6,894	6,894	6,894
0	14,035	4,430	7840-12	M & S Computer Charges - Human Resources		1,000	1,000	1,000
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Office 365 licensing	1	600	600		
			Adobe Pro renewals	2	200	400		
10,314	46,675	41,671	TOTAL MATERIALS AND SERVICES			37,944	37,944	37,944
<u>CAPITAL OUTLAY</u>								
178	0	1,218	8750	Capital Outlay Computer Charges	I.S. Fund capital outlay costs shared city-wide	728	728	728
178	0	1,218	TOTAL CAPITAL OUTLAY			728	728	728
159,502	249,294	375,438	TOTAL REQUIREMENTS			362,508	362,508	362,508

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 03 - FINANCE Section : 013 - ACCOUNTING Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES						
<u>INTERGOVERNMENTAL</u>						
21,584	143,116	0	4546 American Rescue Plan	0	0	0
0	0	159,746	5029 McMinnville Fire District Finance services provided to support new fire district	11,000	11,000	11,000
21,584	143,116	159,746	<u>TOTAL INTERGOVERNMENTAL</u>	11,000	11,000	11,000
<u>CHARGES FOR SERVICES</u>						
26,932	18,218	23,100	5310 On-Line Lien Search Fees Net Assets on-line lien search program allows title companies to check any property for City liens. Title companies are billed \$33 per lien search; City pays \$15 per search through expenditure account 7750-27, Professional Services-Net Assets.	12,000	12,000	12,000
26,932	18,218	23,100	<u>TOTAL CHARGES FOR SERVICES</u>	12,000	12,000	12,000
<u>MISCELLANEOUS</u>						
46	480	0	6600-94 Other Income - Finance Miscellaneous Finance Department collections.	0	0	0
46	480	0	<u>TOTAL MISCELLANEOUS</u>	0	0	0
48,562	161,814	182,846	<u>TOTAL RESOURCES</u>	23,000	23,000	23,000

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 03 - FINANCE Section : 013 - ACCOUNTING Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

4,364	-1,386	0	7000	Salaries & Wages	0	0	0
392,401	531,464	633,614	7000-05	Salaries & Wages - Regular Full Time Finance Director - 0.90 FTE Financial Services Administrator - 1.00 FTE Financial Services Analyst - 1.00 FTE Financial Services Analyst - Payroll - 1.00 FTE Financial Services Specialist - 1.00 FTE	514,395	514,395	506,456
0	0	0	7000-15	Salaries & Wages - Temporary	0	0	0
3,953	710	3,000	7000-20	Salaries & Wages - Overtime	5,000	5,000	5,000
900	1,800	2,400	7000-37	Salaries & Wages - Medical Opt Out Incentive	500	500	500
1,551	-203	0	7300	Fringe Benefits	0	0	0
23,931	32,416	40,202	7300-05	Fringe Benefits - FICA - Social Security	31,454	31,454	30,974
5,597	7,581	9,636	7300-06	Fringe Benefits - FICA - Medicare	7,538	7,538	7,423
115,277	156,621	213,348	7300-15	Fringe Benefits - PERS - OPSRP - IAP	171,618	171,618	169,206
82,691	81,840	103,776	7300-20	Fringe Benefits - Medical Insurance	97,863	97,863	96,461
9,138	7,675	10,712	7300-22	Fringe Benefits - VEBA Plan	10,712	10,712	10,675
384	343	417	7300-25	Fringe Benefits - Life Insurance	297	297	294
1,351	1,324	1,524	7300-30	Fringe Benefits - Long Term Disability	1,154	1,154	1,136
328	542	730	7300-35	Fringe Benefits - Workers' Compensation Insurance	573	573	564
88	113	160	7300-37	Fringe Benefits - Workers' Benefit Fund	104	104	103
0	0	2,430	7300-45	Fringe Benefits - Paid Family Leave City Share	407	407	401
641,952	820,842	1,021,949	TOTAL PERSONNEL SERVICES		841,615	841,615	829,193

MATERIALS AND SERVICES

0	0	0	7500	Credit Card Fees	0	0	0
0	460	0	7514	Fines & Penalties	0	0	0
2,219	7,411	8,000	7520	Public Notices & Printing	7,000	7,000	7,000
354	502	900	7540	Employee Events Costs shared city-wide for employee training, materials, and events.	1,000	1,000	1,000
12,896	20,712	25,500	7550	Travel & Education Professional association dues, subscriptions, staff training, continuing professional education, software provider conference, etc.	27,700	27,700	27,700

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 03 - FINANCE Section : 013 - ACCOUNTING Program : N/A		2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
4,539	6,562	7,360	7610-05	Insurance - Liability	7,906	7,906	7,613
3,128	3,597	4,450	7620	Telecommunications	3,780	3,780	3,780
7,011	5,095	6,650	7660-05	Materials & Supplies - Office Supplies	6,300	6,300	6,300
-659	0	500	7660-10	Materials & Supplies - Office Supplies Inventory	500	500	500
4,821	7,092	8,000	7660-15	Materials & Supplies - Postage	8,000	8,000	8,000
194	780	0	7710	Materials & Supplies - Grants	0	0	0
0	0	0	7720-06	Repairs & Maintenance - Equipment	0	0	0
37,327	10,406	5,000	7750	Professional Services	65,100	65,100	65,100
Two ARPA repurpose projects included \$35,000 for business process updates and \$70,000 for implementation of budget application to improve process and support biennial budget. Balance is CPA support and general needs.							
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
			ARPA budg app: Proj mgr for impl, biz proc, train'g mats	1	20,000	20,000	
			ARPA biz process: eval tool, set up 3-5 projects	1	10,000	10,000	
			CPA support	1	12,600	12,600	
			Various	1	2,500	2,500	
			ARPA biz process pp: Proj mgr for impl, biz proc, train'g mats	1	20,000	20,000	
0	9,773	2,900	7750-01	Professional Services - Audit & other city-wide prof svc	3,000	3,000	3,000
Costs shared city-wide for audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses							
1,677	0	0	7750-24	Professional Services - Audit	0	0	0
10,860	7,917	10,500	7750-27	Professional Services - Net Assets	10,000	10,000	10,000
Net Assets on-line lien search program allows title companies to check any property for City liens. Title companies are billed \$33 per lien search; revenue recorded in account 5310, On-Line Lien Search Fees. City pays Net Assets \$15 per lien search.							
2,500	0	0	7750-57	Professional Services - Financing Administration	0	0	0
2,403	2,831	3,100	7790	Maintenance & Rental Contracts	3,000	3,000	3,000
Printer / scanner / copier lease and per page cost.							
0	0	0	7800-03	M & S Equipment - Office	0	0	0
10,207	10,338	10,596	7840	M & S Computer Charges	13,787	13,787	13,787
I.S. Fund materials & supplies costs shared city-wide							
12,875	9,671	9,550	7840-05	M & S Computer Charges - Accounting	12,300	12,300	12,300

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 03 - FINANCE Section : 013 - ACCOUNTING Program : N/A			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Replacement mobile computer	1	3,000	3,000		
			Adobe Pro renewals	5	200	1,000		
			Office 365 licensing	1	3,000	3,000		
			Printer maintenance - Lexmark	1	300	300		
			DebtBook software	1	5,000	5,000		
112,351	103,146	103,006	<u>TOTAL MATERIALS AND SERVICES</u>			169,373	169,373	169,080
			<u>CAPITAL OUTLAY</u>					
952	0	2,841	8750	Capital Outlay Computer Charges		1,456	1,456	1,456
			I.S. Fund capital outlay costs shared city-wide					
952	0	2,841	<u>TOTAL CAPITAL OUTLAY</u>			1,456	1,456	1,456
755,255	923,988	1,127,796	<u>TOTAL REQUIREMENTS</u>			1,012,444	1,012,444	999,729

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 05 - ENGINEERING Section : <i>N/A</i> Program : <i>N/A</i>	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES						
INTERGOVERNMENTAL						
0	0	0	4545 Federal FEMA Grant \$54,474 total grant dollars. anticipate spending \$44k from 7-1-24 thru 6-30-25.	44,000	44,000	44,000
0	0	0	4546 American Rescue Plan	0	0	0
0	0	0	TOTAL INTERGOVERNMENTAL	44,000	44,000	44,000
CHARGES FOR SERVICES						
180,440	3,762	50,000	5320 Engineering Fees Developer charges for City inspection and plan review of development projects at the rate of 5% for first \$100,000 and 3% over \$100,000 of project costs.	55,000	55,000	55,000
180,440	3,762	50,000	TOTAL CHARGES FOR SERVICES	55,000	55,000	55,000
MISCELLANEOUS						
2,402	1,410	1,000	6600-96 Other Income - Engineering	1,000	1,000	1,000
2,402	1,410	1,000	TOTAL MISCELLANEOUS	1,000	1,000	1,000
TRANSFERS IN						
0	0	0	6900-58 Transfers In - Urban Renewal	0	0	0
0	0	0	TOTAL TRANSFERS IN	0	0	0
182,842	5,172	51,000	TOTAL RESOURCES	100,000	100,000	100,000

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 05 - ENGINEERING Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

1,811	3,881	0	7000	Salaries & Wages	0	0	0
424,844	573,104	624,852	7000-05	Salaries & Wages - Regular Full Time Public Works Director - 1.00 FTE City Engineer - 1.00 FTE Project Manager - Engineering - 1.00 FTE GIS/CAD Specialist - 1.00 FTE Engineering Technician - 2.00 FTE Development Customer Service Technician - Combined Depts - 0.33 FTE	659,897	659,897	659,897
0	0	30,309	7000-10	Salaries & Wages - Regular Part Time ARPA-Emergency Management Coordinator - 0.50 FTE	53,629	53,629	53,629
4,358	5,932	14,124	7000-15	Salaries & Wages - Temporary Extra Help - Engineering - 0.33 FTE	15,155	15,155	15,155
1,220	5,100	5,000	7000-20	Salaries & Wages - Overtime	5,200	5,200	5,200
0	0	0	7000-30	Salaries & Wages - Auto Allowance	0	0	0
1,850	1,200	1,200	7000-37	Salaries & Wages - Medical Opt Out Incentive	1,200	1,200	1,200
-86	2,311	0	7300	Fringe Benefits	0	0	0
26,312	35,629	40,910	7300-05	Fringe Benefits - FICA - Social Security	44,473	44,473	44,473
6,154	8,333	9,793	7300-06	Fringe Benefits - FICA - Medicare	10,658	10,658	10,658
123,440	153,176	201,346	7300-15	Fringe Benefits - PERS - OPSRP - IAP	220,563	220,563	220,563
59,110	86,545	92,381	7300-20	Fringe Benefits - Medical Insurance	113,798	113,798	113,798
9,330	13,830	11,580	7300-22	Fringe Benefits - VEBA Plan	13,580	13,580	13,580
391	375	380	7300-25	Fringe Benefits - Life Insurance	380	380	380
1,474	1,390	1,444	7300-30	Fringe Benefits - Long Term Disability	1,805	1,805	1,805
7,163	7,178	7,970	7300-35	Fringe Benefits - Workers' Compensation Insurance	10,027	10,027	10,027
101	133	153	7300-37	Fringe Benefits - Workers' Benefit Fund	151	151	151
0	0	2,351	7300-45	Fringe Benefits - Paid Family Leave City Share	574	574	574
667,471	898,115	1,043,793	TOTAL PERSONNEL SERVICES		1,151,090	1,151,090	1,151,090

MATERIALS AND SERVICES

0	49	100	7515	City Services Charge expense	100	100	100
657	891	1,000	7540	Employee Events Costs shared city-wide for employee training, materials, and events.	1,100	1,100	1,100

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 05 - ENGINEERING Section : N/A Program : N/A			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
1,635	5,200	11,000	7550	Travel & Education	Memberships in professional organizations, registrations for conferences and seminars, City reimbursed continuing education, and reference materials.	12,000	12,000	12,000
1,869	1,829	3,500	7590	Fuel - Vehicle & Equipment		3,500	3,500	3,500
3,970	4,482	5,000	7600	Utilities	Department's share of Community Development Center's electricity expense, ~38%.	5,500	5,500	5,500
0	0	0	7600-04	Utilities - Water		0	0	0
8,175	9,424	10,530	7610-05	Insurance - Liability		8,091	8,091	7,792
1,986	2,271	2,820	7610-10	Insurance - Property		783	783	762
7,836	7,917	10,021	7620	Telecommunications		10,000	10,000	10,000
1,020	4,758	5,800	7650	Janitorial	Department's share of Community Development Center janitorial service and supply costs, ~38%.	4,000	4,000	4,000
9,644	8,712	12,163	7660	Materials & Supplies	Uniforms, safety equipment, office, engineering, and surveying materials and supplies. The City's 1200CA Erosion Control Permit.	15,000	15,000	15,000
1,630	780	1,780	7720	Repairs & Maintenance	Vehicle and equipment repairs and maintenance.	2,000	2,000	2,000
1,970	3,664	2,100	7720-08	Repairs & Maintenance - Building Repairs	Department's share of Community Development Center's repairs and improvements, ~38%.	21,300	21,300	21,300
2,564	2,472	4,300	7720-10	Repairs & Maintenance - Building Maintenance	Department's share of routine building maintenance costs including pest control, garbage service, alarm and lighting repair and maintenance, gutter cleaning and roof preventative maintenance, and carpet cleaning, ~38%.	5,600	5,600	5,600
55,235	49,712	120,000	7750	Professional Services		135,000	135,000	135,000
				<u>Description</u>		<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
				Environmental Services for Civic Hall	1	25,000	25,000	
				Environmental Services for Underground Storage Tanks	1	50,000	50,000	
				City Engineering Services Support	1	60,000	60,000	
0	2,486	2,000	7750-01	Professional Services - Audit & other city-wide prof svc	Costs shared city-wide for audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses	3,360	3,360	3,360
0	0	711,174	7750-04	Professional Services - Grants		0	0	0
0	0	0	7790	Maintenance & Rental Contracts		0	0	0
2,764	3,835	4,500	7790-20	Maintenance & Rental Contracts - Community Development Center	Department's share of Community Development Center's HVAC services; alarm monitoring; landscape maintenance; and copier lease, ~38%.	6,100	6,100	6,100

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 05 - ENGINEERING Section : <i>N/A</i> Program : <i>N/A</i>			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
10,629	14,768	17,666	7840	M & S Computer Charges		31,389	31,389	31,389
				I.S. Fund materials & supplies costs shared city-wide				
15,732	13,196	20,500	7840-10	M & S Computer Charges - Engineering		28,400	28,400	28,400
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Office 365 licensing	1	3,000	3,000	
				Bluebeam licensing	1	1,600	1,600	
				Adobe Pro licensing	3	200	600	
				Hansen Development	1	5,000	5,000	
				Hansen renewal-25%, shared with Street, Park Maint, WWS	1	4,000	4,000	
				AutoCAD maintenance - 66%, shared with Comm Dvlpmnt	1	3,000	3,000	
				ESRI-17% shared with Bldg, Comm Dvlpmnt, Eng, Street, WWS	1	2,500	2,500	
				Replacement Mobile computers	2	3,750	7,500	
				Plotter maintenance	1	1,200	1,200	
127,316	136,444	945,954	TOTAL MATERIALS AND SERVICES			293,223	293,223	292,903
			CAPITAL OUTLAY					
991	0	4,736	8750	Capital Outlay Computer Charges		3,314	3,314	3,314
				I.S. Fund capital outlay costs shared city-wide				
0	0	27,500	8750-10	Capital Outlay Computer Charges - Engineering		0	0	0
0	0	36,100	8800	Building Improvements		19,000	19,950	19,950
				Department's share of Community Development Center's building improvements, ~38%.				
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				CDC Building repairs	1	19,950	19,950	
0	0	0	8850	Vehicles		45,000	45,000	45,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Replace 2007 unit w/ compact 4x4 truck	1	45,000	45,000	
0	0	0	8930-80	Urban Renewal Projects - 3rd Street Improvements		111,174	111,174	111,174
				ARPA funded 3rd Street 30% Design (started in FY24)				
991	0	68,336	TOTAL CAPITAL OUTLAY			178,488	179,438	179,438
795,778	1,034,560	2,058,083	TOTAL REQUIREMENTS			1,622,801	1,623,751	1,623,431

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 07 - COMMUNITY DEVELOPMENT Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
REQUIREMENTS						
<u>MATERIALS AND SERVICES</u>						
741	0	0	7720-10 Repairs & Maintenance - Building Maintenance	0	0	0
741	0	0	<u>TOTAL MATERIALS AND SERVICES</u>	0	0	0
741	0	0	<i>TOTAL REQUIREMENTS</i>	0	0	0

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 07 - COMMUNITY DEVELOPMENT Section : 001 - ADMINISTRATION Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES						
<u>INTERGOVERNMENTAL</u>						
0	1,250	0	4546 American Rescue Plan	0	0	0
0	1,250	0	<u>TOTAL INTERGOVERNMENTAL</u>	0	0	0
<u>MISCELLANEOUS</u>						
124	77	0	6600-99 Other Income - Community Development	200	200	200
124	77	0	<u>TOTAL MISCELLANEOUS</u>	200	200	200
124	1,327	0	<u>TOTAL RESOURCES</u>	200	200	200

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 07 - COMMUNITY DEVELOPMENT Section : 001 - ADMINISTRATION Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
REQUIREMENTS						
PERSONNEL SERVICES						
2,412	4,813	0	7000 Salaries & Wages	0	0	0
21,467	20,975	21,232	7000-05 Salaries & Wages - Regular Full Time Community Development Director - 0.10 FTE Planning Analyst - 0.15 FTE	26,051	26,051	26,051
-2	308	0	7000-20 Salaries & Wages - Overtime	160	160	160
735	2,311	0	7300 Fringe Benefits	0	0	0
1,302	1,297	1,284	7300-05 Fringe Benefits - FICA - Social Security	1,586	1,586	1,586
305	303	308	7300-06 Fringe Benefits - FICA - Medicare	380	380	380
6,662	4,648	6,424	7300-15 Fringe Benefits - PERS - OPSRP - IAP	7,968	7,968	7,968
3,623	2,731	2,666	7300-20 Fringe Benefits - Medical Insurance	3,236	3,236	3,236
450	300	400	7300-22 Fringe Benefits - VEBA Plan	450	450	450
19	13	12	7300-25 Fringe Benefits - Life Insurance	15	15	15
78	51	50	7300-30 Fringe Benefits - Long Term Disability	60	60	60
349	258	270	7300-35 Fringe Benefits - Workers' Compensation Insurance	366	366	366
4	4	7	7300-37 Fringe Benefits - Workers' Benefit Fund	5	5	5
0	0	78	7300-45 Fringe Benefits - Paid Family Leave City Share	20	20	20
37,403	38,013	32,731	TOTAL PERSONNEL SERVICES	40,297	40,297	40,297
MATERIALS AND SERVICES						
0	0	0	7500 Credit Card Fees	0	0	0
0	48	100	7515 City Services Charge expense	100	100	100
89	845	1,000	7520 Public Notices & Printing	1,000	1,000	1,000
644	776	100	7540 Employee Events Costs shared city-wide for employee training, materials, and events.	400	400	400
0	230	0	7550 Travel & Education	0	0	0
0	0	0	7590 Fuel - Vehicle & Equipment	0	0	0
3,865	4,364	4,800	7600 Utilities Department's share of Community Development Center electricity expense.	5,400	5,400	5,400
0	0	0	7600-04 Utilities - Water	0	0	0
7,292	10,071	11,270	7610-05 Insurance - Liability	7,538	7,538	7,259

Budget Document Report

01 - GENERAL FUND

Department : 07 - COMMUNITY DEVELOPMENT					2025	2025	2025
Section : 001 - ADMINISTRATION					PROPOSED	APPROVED	ADOPTED
Program : N/A					BUDGET	BUDGET	BUDGET
2022	2023	2024					
ACTUAL	ACTUAL	AMENDED					
		BUDGET					
1,814	2,096	2,600	7610-10	Insurance - Property	6,957	6,957	6,767
4,906	3,883	4,000	7620	Telecommunications	4,400	4,400	4,400
1,013	4,632	5,600	7650	Janitorial	3,900	3,900	3,900
				Department's share of Community Development Center janitorial service and supply costs.			
6,683	6,964	3,000	7660	Materials & Supplies	5,000	5,000	5,000
				Office supplies and work station support.			
0	0	0	7710	Materials & Supplies - Grants	0	0	0
0	0	0	7720	Repairs & Maintenance	0	0	0
1,900	2,792	2,000	7720-08	Repairs & Maintenance - Building Repairs	2,200	2,200	2,200
				Department's share of Community Development Center's repairs and improvements.			
2,638	3,564	4,200	7720-10	Repairs & Maintenance - Building Maintenance	5,400	5,400	5,400
3,669	0	0	7750	Professional Services	0	0	5,000
				Consultant work on fee structure update.			
0	2,794	1,900	7750-01	Professional Services - Audit & other city-wide prof svc	4,520	4,520	4,520
				Costs shared city-wide for audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses			
0	0	0	7750-04	Professional Services - Grants	0	0	0
5,161	6,115	9,400	7790-20	Maintenance & Rental Contracts - Community Development Center	11,400	11,400	11,400
				Copier Lease, HVAC, Fire/Security Alarm, Parking Lot Sweeping, Orkin, Holiday Lights, Misc (Community Development's share of CDC Building)			
1,595	1,846	1,892	7840	M & S Computer Charges	2,872	2,872	2,872
				I.S. Fund materials & supplies costs shared city-wide			
0	0	460	7840-16	M & S Computer Charges - Community Dev Administration	500	500	500
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
				Adobe Pro renewal	1	200	200
				Office 365 licensing	1	300	300
41,270	51,021	52,322	TOTAL MATERIALS AND SERVICES		61,587	61,587	66,118
CAPITAL OUTLAY							
149	0	507	8750	Capital Outlay Computer Charges	303	303	303
				I.S. Fund capital outlay costs shared city-wide			
0	0	0	8750-16	Capital Outlay Computer Charges - Community Dev Administration	0	0	0
0	0	35,150	8800	Building Improvements	18,500	19,425	19,425
				Department's share of Community Development Center's building improvements. 37%			

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 07 - COMMUNITY DEVELOPMENT Section : 001 - ADMINISTRATION Program : N/A			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
			Description	Units	Amt/Unit	Total		
			CDC Building Repairs	1	19,425	19,425		
149	0	35,657	<u>TOTAL CAPITAL OUTLAY</u>			18,803	19,728	19,728
78,822	89,034	120,710	<u>TOTAL REQUIREMENTS</u>			120,687	121,612	126,143

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 07 - COMMUNITY DEVELOPMENT Section : 025 - CURRENT PLANNING Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES						
LICENSES AND PERMITS						
167,699	143,483	105,000	4250-03 Planning Fees - Land Use Fees Fees for processing land use applications (e.g. variances, conditional use permits, zone changes and plan amendments).	140,000	140,000	140,000
36,944	73,125	35,000	4250-25 Planning Fees - Building Permit Review Fees Fees to cover Planning Division costs associated with the review of building permit applications.	50,000	50,000	50,000
204,643	216,607	140,000	TOTAL LICENSES AND PERMITS	190,000	190,000	190,000
204,643	216,607	140,000	TOTAL RESOURCES	190,000	190,000	190,000

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 07 - COMMUNITY DEVELOPMENT Section : 025 - CURRENT PLANNING Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

0	0	0	7000	Salaries & Wages	0	0	0
167,156	194,676	228,044	7000-05	Salaries & Wages - Regular Full Time Community Development Director - 0.25 FTE Planning Manager - 0.25 FTE Senior Planner - 1.00 FTE Associate Planner - 0.50 FTE Planning Analyst - 0.55 FTE Development Customer Service Technician - Combined Depts - 0.25 FTE	243,785	243,785	266,799
0	0	0	7000-10	Salaries & Wages - Regular Part Time	0	0	0
0	6,093	0	7000-15	Salaries & Wages - Temporary	0	0	0
-7	4,075	3,000	7000-20	Salaries & Wages - Overtime	1,119	1,119	1,120
500	600	600	7000-37	Salaries & Wages - Medical Opt Out Incentive	0	0	0
0	0	0	7300	Fringe Benefits	0	0	0
10,225	12,590	14,015	7300-05	Fringe Benefits - FICA - Social Security	14,817	14,817	16,209
2,391	2,945	3,359	7300-06	Fringe Benefits - FICA - Medicare	3,551	3,551	3,885
42,418	56,670	73,737	7300-15	Fringe Benefits - PERS - OPSRP - IAP	78,280	78,280	85,277
23,262	20,167	25,240	7300-20	Fringe Benefits - Medical Insurance	39,002	39,002	43,896
5,050	3,500	3,450	7300-22	Fringe Benefits - VEBA Plan	5,050	5,050	5,800
161	135	147	7300-25	Fringe Benefits - Life Insurance	153	153	166
591	476	524	7300-30	Fringe Benefits - Long Term Disability	576	576	632
2,860	2,285	2,772	7300-35	Fringe Benefits - Workers' Compensation Insurance	3,228	3,228	3,550
39	48	78	7300-37	Fringe Benefits - Workers' Benefit Fund	51	51	55
0	0	841	7300-45	Fringe Benefits - Paid Family Leave City Share	190	190	208
254,646	304,259	355,807	TOTAL PERSONNEL SERVICES		389,802	389,802	427,597

MATERIALS AND SERVICES

1,367	1,585	2,000	7500	Credit Card Fees Fees paid to offer credit card payment services - monthly and percentage of overall credit card transactions.	2,000	2,000	2,000
3,756	6,772	7,000	7520	Public Notices & Printing Legal notices for public hearings, public open houses, printing brochures, forms and surveys.	7,000	7,000	7,000
385	119	400	7540	Employee Events Costs shared city-wide for employee training, materials, and events.	400	400	400

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 07 - COMMUNITY DEVELOPMENT Section : 025 - CURRENT PLANNING Program : N/A			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
2,873	3,946	5,000	7550	Travel & Education		6,000	6,000	6,000
				Memberships in professional organizations (APA, ORAPA, ULI, ICMA); staff training, Planning Commissioner training.				
256	224	200	7590	Fuel - Vehicle & Equipment		250	250	250
0	1,528	2,500	7620	Telecommunications		2,500	2,500	2,500
				Cell phones for planners (split 50/50 between current and long range planning)				
2,882	3,491	2,500	7660	Materials & Supplies		3,500	3,500	3,500
				Office supplies and work station support.				
0	0	0	7710	Materials & Supplies - Grants		0	0	0
36,111	13,122	60,000	7750	Professional Services		32,500	32,500	32,500
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Transcriptionist - PC, LRC, HLC	1	7,500	7,500	
				Contract Transportation Planning	1	25,000	25,000	
0	11	300	7750-01	Professional Services - Audit & other city-wide prof svc		0	0	0
0	0	0	7750-04	Professional Services - Grants		0	0	0
6,788	5,169	13,624	7840	M & S Computer Charges		20,681	20,681	20,681
				I.S. Fund materials & supplies costs shared city-wide				
7,566	9,602	9,380	7840-17	M & S Computer Charges - Community Dev Current		5,000	5,000	5,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				ESRI Software - 12.5%	1	1,250	1,250	
				Adobe InDesign	1	400	400	
				AutoCAD maintenance	1	750	750	
				Office 365 licensing	1	600	600	
				Civic Hall Shared Copier	1	500	500	
				Bluebeam Licensing	3	300	900	
				Adobe Pro Licensing	3	200	600	
61,985	45,570	102,904	<u>TOTAL MATERIALS AND SERVICES</u>			79,831	79,831	79,831
			<u>CAPITAL OUTLAY</u>					
633	0	3,653	8750	Capital Outlay Computer Charges		2,183	2,183	2,183
				I.S. Fund capital outlay costs shared city-wide				
0	0	0	8750-17	Capital Outlay Computer Charges - Community Dev Current		0	0	0
0	0	0	8850	Vehicles		25,000	25,000	25,000
633	0	3,653	<u>TOTAL CAPITAL OUTLAY</u>			27,183	27,183	27,183
317,263	349,829	462,364	<u>TOTAL REQUIREMENTS</u>			496,816	496,816	534,611

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 07 - COMMUNITY DEVELOPMENT Section : 028 - LONG RANGE PLANNING Program : N/A		2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES							
INTERGOVERNMENTAL							
2,512	9,488	15,000	4535	Federal NPS CLG Grant Federal National Park Service Certified Local Government grant for historic preservation program.	15,000	15,000	15,000
0	25,000	85,000	4778	OR Dept of Land Conservation & Dev (DLCD) Technical Assistance and Planning grants.	150,000	150,000	150,000
2,512	34,488	100,000	TOTAL INTERGOVERNMENTAL		165,000	165,000	165,000
CHARGES FOR SERVICES							
0	34	0	5410	Sales	0	0	0
0	34	0	TOTAL CHARGES FOR SERVICES		0	0	0
MISCELLANEOUS							
0	0	0	6407	Donations-Community Development	0	0	0
0	0	0	TOTAL MISCELLANEOUS		0	0	0
2,512	34,522	100,000	TOTAL RESOURCES		165,000	165,000	165,000

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 07 - COMMUNITY DEVELOPMENT Section : 028 - LONG RANGE PLANNING Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

0	0	0	7000 Salaries & Wages	0	0	0
149,923	173,778	217,172	7000-05 Salaries & Wages - Regular Full Time Community Development Director - 0.30 FTE Planning Manager - 0.75 FTE Senior Planner - 1.00 FTE Associate Planner - 0.50 FTE Associate Planner - Housing - 0.25 FTE Planning Analyst - 0.20 FTE Development Customer Service Technician - Combined Depts - 0.05 FTE	238,999	238,999	308,040
0	0	0	7000-10 Salaries & Wages - Regular Part Time	0	0	0
0	6,093	0	7000-15 Salaries & Wages - Temporary	0	0	0
-2	1,085	3,000	7000-20 Salaries & Wages - Overtime	853	853	853
500	600	600	7000-37 Salaries & Wages - Medical Opt Out Incentive	0	0	0
0	0	0	7300 Fringe Benefits	0	0	0
9,180	11,123	13,356	7300-05 Fringe Benefits - FICA - Social Security	14,510	14,510	18,687
2,147	2,601	3,201	7300-06 Fringe Benefits - FICA - Medicare	3,477	3,477	4,478
36,418	53,312	70,444	7300-15 Fringe Benefits - PERS - OPSRP - IAP	76,740	76,740	97,727
19,550	17,675	23,924	7300-20 Fringe Benefits - Medical Insurance	41,390	41,390	56,068
4,650	3,450	3,300	7300-22 Fringe Benefits - VEBA Plan	5,400	5,400	7,650
137	110	132	7300-25 Fringe Benefits - Life Insurance	138	138	175
528	424	498	7300-30 Fringe Benefits - Long Term Disability	564	564	730
2,649	2,118	2,769	7300-35 Fringe Benefits - Workers' Compensation Insurance	3,317	3,317	4,284
33	38	69	7300-37 Fringe Benefits - Workers' Benefit Fund	46	46	59
0	0	801	7300-45 Fringe Benefits - Paid Family Leave City Share	186	186	240
225,713	272,407	339,266	<u>TOTAL PERSONNEL SERVICES</u>	385,620	385,620	498,991

MATERIALS AND SERVICES

7,445	20,831	10,000	7520 Public Notices & Printing Legal notices for public hearings, public open houses, printing brochures, forms and surveys for long range planning projects	10,000	10,000	10,000
341	328	300	7540 Employee Events Costs shared city-wide for employee training, materials, and events.	500	500	500

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 07 - COMMUNITY DEVELOPMENT Section : 028 - LONG RANGE PLANNING Program : <i>N/A</i>			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
2,508	3,358	4,500	7550	Travel & Education		7,000	7,000	7,000
				Memberships in professional organizations. Staff training. Planning Commissioner training.				
0	1,528	2,500	7620	Telecommunications		3,000	3,000	3,000
				Cell phones for planners (split 50/50 between current and long range planning)				
1,020	3,868	5,000	7660	Materials & Supplies		7,000	7,000	7,000
				Office supplies and work station support. GIS Staff - Work station and office supplies				
0	0	0	7710	Materials & Supplies - Grants		0	0	0
104,874	192,323	581,500	7750	Professional Services		524,000	544,000	544,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Southwest Area Plan (FY 2024 carryver)	1	275,000	275,000	
				HB 2003 HPS (FY 2024 carryover)	1	25,000	25,000	
				UGB Amendment - Land Use Efficiencies and Study Area Evaluation	1	100,000	100,000	
				CLG HP Grant Match (FY 2024 carryover)	1	22,000	22,000	
				TMLAP Design and Development Standards (FY 2024 carryover)	1	25,000	25,000	
				Transcriptionist	1	7,000	7,000	
				Consultant Services	1	20,000	20,000	
				Goal 5 ESEE Analysis	1	50,000	50,000	
				Contract Services (FY 2024 carryover)	1	20,000	20,000	
0	14	300	7750-01	Professional Services - Audit & other city-wide prof svc		0	0	0
				Costs shared city-wide for Audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses				
5,512	26,094	100,000	7750-04	Professional Services - Grants		165,000	165,000	165,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				CLG HP Grant	1	15,000	15,000	
				DLCD UGB Amendment Grant	1	150,000	150,000	
3,381	2,954	9,840	7840	M & S Computer Charges		13,213	13,213	13,213
				I.S. Fund materials & supplies costs shared city-wide				
1,626	6,859	5,730	7840-18	M & S Computer Charges - Community Dev Long Range		3,600	3,600	3,600
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				ESRI Software - 12.5%	1	1,250	1,250	
				AutoCAD Maintenance	1	750	750	
				Adobe Pro renewal	2	200	400	
				Office 365 licensing	1	600	600	
				Bluebeam Licensing	2	300	600	
126,707	258,157	719,670	TOTAL MATERIALS AND SERVICES			733,313	753,313	753,313

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 07 - COMMUNITY DEVELOPMENT Section : 028 - LONG RANGE PLANNING Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
<u>CAPITAL OUTLAY</u>						
315	0	2,638	8750 Capital Outlay Computer Charges I.S. Fund capital outlay costs shared city-wide	1,395	1,395	1,395
0	0	0	8750-18 Capital Outlay Computer Charges - Community Dev Long Range	0	0	0
315	0	2,638	<u>TOTAL CAPITAL OUTLAY</u>	1,395	1,395	1,395
352,735	530,564	1,061,574	<u>TOTAL REQUIREMENTS</u>	1,120,328	1,140,328	1,253,699

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 07 - COMMUNITY DEVELOPMENT Section : 031 - CODE COMPLIANCE Program : N/A		2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES							
<u>INTERGOVERNMENTAL</u>							
0	1,200	0	4546	American Rescue Plan	0	0	0
0	1,200	0	TOTAL INTERGOVERNMENTAL		0	0	0
<u>FINES AND FORFEITURES</u>							
14,362	6,181	7,500	6115	Code Enforcement Fines for non-compliance with City ordinances and reimbursement to City for costs for involuntary abatement.	7,500	7,500	7,500
14,362	6,181	7,500	TOTAL FINES AND FORFEITURES		7,500	7,500	7,500
<u>MISCELLANEOUS</u>							
0	2	50	6310	Interest	50	50	50
0	0	250	6407-31	Donations-Community Development - Code Compliance	250	250	250
0	0	0	6600-99	Other Income - Community Development	0	0	0
0	2	300	TOTAL MISCELLANEOUS		300	300	300
14,362	7,383	7,800	TOTAL RESOURCES		7,800	7,800	7,800

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 07 - COMMUNITY DEVELOPMENT Section : 031 - CODE COMPLIANCE Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

0	0	0	7000 Salaries & Wages	0	0	0
124,415	113,222	158,584	7000-05 Salaries & Wages - Regular Full Time Community Development Director - 0.10 FTE Code Compliance Officer - 1.00 FTE Planning Analyst - 0.10 FTE Development Customer Service Technician - Combined Depts - 0.03 FTE	167,635	167,635	86,653
0	0	0	7000-10 Salaries & Wages - Regular Part Time	0	0	0
649	1,330	0	7000-20 Salaries & Wages - Overtime Increase is due to Lead Code Enforcement Officer vacancy.	170	170	10,168
0	0	0	7300 Fringe Benefits	0	0	0
7,515	6,867	9,597	7300-05 Fringe Benefits - FICA - Social Security	10,153	10,153	5,859
1,757	1,606	2,299	7300-06 Fringe Benefits - FICA - Medicare	2,432	2,432	1,403
36,532	25,843	48,009	7300-15 Fringe Benefits - PERS - OPSRP - IAP	51,019	51,019	29,440
28,814	26,020	32,262	7300-20 Fringe Benefits - Medical Insurance	33,592	33,592	11,184
5,430	4,330	4,431	7300-22 Fringe Benefits - VEBA Plan	4,430	4,430	1,430
160	107	134	7300-25 Fringe Benefits - Life Insurance	134	134	74
482	303	366	7300-30 Fringe Benefits - Long Term Disability	382	382	202
2,174	1,413	1,995	7300-35 Fringe Benefits - Workers' Compensation Insurance	2,325	2,325	1,331
36	31	99	7300-37 Fringe Benefits - Workers' Benefit Fund	47	47	26
0	0	0	7300-40 Fringe Benefits - Unemployment	0	0	0
0	0	582	7300-45 Fringe Benefits - Paid Family Leave City Share	131	131	76
207,964	181,070	258,358	TOTAL PERSONNEL SERVICES	272,450	272,450	147,846

MATERIALS AND SERVICES

0	0	100	7500 Credit Card Fees Transactional fees for paying code enforcement fines with credit card.	100	100	100
752	665	2,500	7520 Public Notices & Printing Print materials for door hangers, property notices, certified mailings.	3,000	3,000	3,000
166	58	400	7540 Employee Events Costs shared city-wide for employee training, materials, and events.	600	600	600
3,611	2,266	3,500	7550 Travel & Education Memberships in Oregon Code Enforcement Association, staff training.	5,000	5,000	5,000
568	1,368	1,250	7590 Fuel - Vehicle & Equipment	1,500	1,500	1,500

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 07 - COMMUNITY DEVELOPMENT Section : 031 - CODE COMPLIANCE Program : N/A			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
2,766	2,816	3,200	7620	Telecommunications		3,400	3,400	3,400
0	630	600	7630	Uniforms		600	600	600
1,644	2,633	3,000	7660	Materials & Supplies		4,000	4,000	4,000
				Office supplies, work station support, neighborhood clean-up supplies.				
0	0	0	7660-25	Materials & Supplies - Grants		0	0	0
0	0	250	7680-31	Materials & Supplies - Donations - Code Compliance		250	250	250
8,862	1,590	15,500	7750	Professional Services		18,000	18,000	18,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Hearings Officer	1	3,000	3,000	
				Abatement	1	15,000	15,000	
0	50	300	7750-01	Professional Services - Audit & other city-wide prof svc		0	0	0
				Costs shared city-wide for Audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses				
2,552	2,954	3,028	7840	M & S Computer Charges		4,596	4,596	4,596
				I.S. Fund materials & supplies costs shared city-wide				
395	0	6,530	7840-19	M & S Computer Charges - Community Dev Code Compliance		1,400	1,400	1,400
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Office 365 licensing	1	600	600	
				Adobe Licensing	1	800	800	
21,316	15,029	40,158	<u>TOTAL MATERIALS AND SERVICES</u>			42,446	42,446	42,446
			<u>CAPITAL OUTLAY</u>					
238	0	812	8750	Capital Outlay Computer Charges		485	485	485
				I.S. Fund capital outlay costs shared city-wide				
0	0	0	8750-19	Capital Outlay Computer Charges - Community Dev Code Enforcement		0	0	0
238	0	812	<u>TOTAL CAPITAL OUTLAY</u>			485	485	485
229,518	196,099	299,328	<u>TOTAL REQUIREMENTS</u>			315,381	315,381	190,777

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 07 - COMMUNITY DEVELOPMENT Section : 035 - ECONOMIC DEVELOPMENT Program : N/A		2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES							
<u>INTERGOVERNMENTAL</u>							
0	17,410	0	4546	American Rescue Plan	0	0	0
750,000	0	462,043	4546-05	American Rescue Plan - SFRF Bus Recovery & Resiliency	0	0	0
0	0	142,000	4771	Business Oregon (State) Business Oregon Grants - Innovation Campus master planning, infrastructure analysis and marketing	60,000	60,000	60,000
750,000	17,410	604,043	<u>TOTAL INTERGOVERNMENTAL</u>		60,000	60,000	60,000
750,000	17,410	604,043	<i>TOTAL RESOURCES</i>		60,000	60,000	60,000

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 07 - COMMUNITY DEVELOPMENT Section : 035 - ECONOMIC DEVELOPMENT Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

0	93,177	122,441	7000-05 Salaries & Wages - Regular Full Time Community Development Special Projects Manager - 1.00 FTE	131,388	131,388	131,388
0	1,000	1,200	7000-37 Salaries & Wages - Medical Opt Out Incentive	1,200	1,200	1,200
0	5,839	7,480	7300-05 Fringe Benefits - FICA - Social Security	8,022	8,022	8,022
0	1,366	1,793	7300-06 Fringe Benefits - FICA - Medicare	1,923	1,923	1,923
0	27,358	37,426	7300-15 Fringe Benefits - PERS - OPSRP - IAP	40,306	40,306	40,306
0	0	0	7300-20 Fringe Benefits - Medical Insurance	0	0	0
0	0	0	7300-22 Fringe Benefits - VEBA Plan	0	0	0
0	50	60	7300-25 Fringe Benefits - Life Insurance	60	60	60
0	249	284	7300-30 Fringe Benefits - Long Term Disability	303	303	303
0	1,100	1,570	7300-35 Fringe Benefits - Workers' Compensation Insurance	1,856	1,856	1,856
0	16	46	7300-37 Fringe Benefits - Workers' Benefit Fund	21	21	21
0	0	455	7300-45 Fringe Benefits - Paid Family Leave City Share	103	103	103
0	130,153	172,755	TOTAL PERSONNEL SERVICES	185,182	185,182	185,182

MATERIALS AND SERVICES

0	0	200	7540 Employee Events Costs shared city-wide for employee training, materials, and events.	200	200	200
0	20,000	0	7595-10 Business Assistance Grant - Business Resiliency	0	0	0
0	1,601	0	7660-25 Materials & Supplies - Grants	0	0	0
0	0	200	7750-01 Professional Services - Audit & other city-wide prof svc	0	0	0
0	31,414	792,043	7750-04 Professional Services - Grants	437,400	437,400	437,400

Description	Units	Amt/Unit	Total
8212 Grant (Business Resiliency - DAS State)	1	99,400	99,400
Innovation Campus - Biz Oregon	1	54,000	54,000
Innovation Campus - City ARPA	1	209,000	209,000
ADA Transition Plan - City ARPA, Phase 1	1	75,000	75,000

0	0	1,514	7840 M & S Computer Charges I.S. Fund materials & supplies costs shared city-wide	2,298	2,298	2,298
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Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 07 - COMMUNITY DEVELOPMENT Section : 035 - ECONOMIC DEVELOPMENT Program : N/A			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
0	3,824	460	7840-14	M & S Computer Charges - Community Dev Econ Development		500	500	500
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Office 365 licensing	1	300	300		
			Adobe Pro renewal	1	200	200		
0	56,839	794,417	<u>TOTAL MATERIALS AND SERVICES</u>			440,398	440,398	440,398
			<u>CAPITAL OUTLAY</u>					
0	0	406	8750	Capital Outlay Computer Charges		243	243	243
				I.S. Fund capital outlay costs shared city-wide				
0	0	0	8750-14	Capital Outlay Computer Charges - Community Dev Econ Development		0	0	0
0	0	406	<u>TOTAL CAPITAL OUTLAY</u>			243	243	243
0	186,992	967,578	<u>TOTAL REQUIREMENTS</u>			625,823	625,823	625,823

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 11 - POLICE Section : 040 - CHIEF'S OFFICE Program : 501 - ADMINISTRATION			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
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RESOURCES

LICENSES AND PERMITS

25,997	19,702	25,650	4490	Licenses & Permits - Misc Permit fee for second hand merchants and pawnbrokers. K9 licensing fee received quarterly from Yamhill County.		25,000	25,000	25,000
25,997	19,702	25,650	TOTAL LICENSES AND PERMITS			25,000	25,000	25,000

INTERGOVERNMENTAL

0	0	0	4545	Federal FEMA Grant		90,000	90,000	90,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Deployable surveillance trailer funding	1	90,000	90,000	
0	4,267	0	4546	American Rescue Plan		0	0	0
3,108	5,125	6,000	4560	BVP Grant Federal Bulletproof Vest Partnership Grant which funds 50% of the bulletproof vest purchases.		7,200	7,200	7,200
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Bulletproof vest grant reimbursement	12	600	7,200	
4,465	353	0	4596-16	OR Criminal Justice Commission - CESF Grant		0	0	0
0	0	600,000	4597-05	US Department of Justice - SRT Body Worn/In Car Cameras Grant application to be submitted for body worn and in-car video cameras		0	0	0
0	21,548	0	4597-10	US Department of Justice - BJS NCHIP Grant-Fingerprinting		0	0	0
0	552	7,000	4600	Traffic Safety Grant-DUII		7,000	7,000	7,000
0	1,875	5,000	4605	Traffic Safety Grant-Speed		5,000	5,000	5,000
0	490	5,000	4609	Distracted Driving Enforcement Grant		5,000	5,000	5,000
0	2,334	5,000	4610	Traffic Safety Grant-Safety Belt		5,000	5,000	5,000
7,574	36,545	628,000	TOTAL INTERGOVERNMENTAL			119,200	119,200	119,200

CHARGES FOR SERVICES

8,817	12,885	10,000	5330	Police Fees Fees charged by the Police Department per service: 25 Video or audio recording per listen 15 Non criminal fingerprinting 20 Photocopy per police report		15,000	15,000	15,000
0	0	0	5350	Registration Fees Fees received for department hosted trainings		0	0	0

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 11 - POLICE Section : 040 - CHIEF'S OFFICE Program : 501 - ADMINISTRATION		2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
31,370	31,997	32,637	5400-30	Property Rentals - YCOM Yamhill Communications Agency (YCOM) rental of space in Police Department for emergency communications operation.	33,289	33,289	33,289
40,187	44,882	42,637	TOTAL CHARGES FOR SERVICES		48,289	48,289	48,289
<u>MISCELLANEOUS</u>							
0	0	0	6360-20	Grants - City County Insurance Services	0	0	0
6,446	5,214	12,767	6400	Donations - Police	9,812	9,812	9,812
15,594	4,678	10,000	6600-05	Other Income - Workers' Comp Reimbursement Workers compensation time-loss reimbursements while injured worker is unable to work due to on-the-job injury. Also, State of Oregon employer-at-injury Program pays 50% of light duty wages up to a cap.	0	0	0
28,930	16,000	20,000	6600-22	Other Income - Airshow	38,000	38,000	38,000
0	0	250	6600-25	Other Income - PD Reserves Revenue received for police reserve coverage of special events, primarily from Linfield College and McMinnville School District #40.	250	250	250
0	0	0	6600-26	Other Income - Park Rangers McMinnville Downtown Association support to help fund Downtown Park Ranger Program.	0	0	0
25,299	19,329	20,000	6600-95	Other Income - Police Miscellaneous police revenue including unclaimed property and surplus property sale; police officer witness fees for appearing in other than Municipal Court, such as before the Grand Jury or Circuit Court; and special event police officer coverage	50,000	50,000	50,000
76,269	45,222	63,017	TOTAL MISCELLANEOUS		98,062	98,062	98,062
<u>OTHER FINANCING SOURCE</u>							
11,467	5,605	6,000	6845	Proceeds from asset sale Sales of assets such as police vehicles	6,000	6,000	6,000
11,467	5,605	6,000	TOTAL OTHER FINANCING SOURCE		6,000	6,000	6,000
161,493	151,956	765,304	TOTAL RESOURCES		296,551	296,551	296,551

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 11 - POLICE Section : 040 - CHIEF'S OFFICE Program : 501 - ADMINISTRATION	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

-5,460	11,989	0	7000 Salaries & Wages	0	0	0
215,135	225,370	262,433	7000-05 Salaries & Wages - Regular Full Time Police Chief - 1.00 FTE (Includes vac payout due to 12/31/2024 retirement. No overlap with replacement hire.)	296,208	296,208	296,208
0	21,522	26,547	Support Services Manager - 1.00 FTE 7000-10 Salaries & Wages - Regular Part Time Management Support Technician - 0.60 FTE	29,468	29,468	29,468
4,200	4,200	4,200	7000-30 Salaries & Wages - Auto Allowance Police Chief's \$350 per month automobile allowance.	4,200	4,200	4,200
0	600	720	7000-37 Salaries & Wages - Medical Opt Out Incentive	720	720	720
-5,680	4,403	0	7300 Fringe Benefits	0	0	0
12,801	14,886	17,204	7300-05 Fringe Benefits - FICA - Social Security	18,295	18,295	18,295
3,100	3,571	4,261	7300-06 Fringe Benefits - FICA - Medicare	4,794	4,794	4,794
65,255	69,378	91,271	7300-15 Fringe Benefits - PERS - OPSRP - IAP	101,190	101,190	101,190
39,238	37,641	44,960	7300-20 Fringe Benefits - Medical Insurance	46,592	46,592	46,592
5,000	6,000	6,000	7300-22 Fringe Benefits - VEBA Plan	6,000	6,000	6,000
164	161	186	7300-25 Fringe Benefits - Life Insurance	186	186	186
803	580	648	7300-30 Fringe Benefits - Long Term Disability	658	658	658
5,426	4,444	4,890	7300-35 Fringe Benefits - Workers' Compensation Insurance	4,789	4,789	4,789
37	46	60	7300-37 Fringe Benefits - Workers' Benefit Fund	54	54	54
0	0	1,078	7300-45 Fringe Benefits - Paid Family Leave City Share	257	257	257
0	0	50	7400-10 Fringe Benefits - Volunteers - Workers' Compensation Insurance	45	45	45
340,019	404,791	464,508	TOTAL PERSONNEL SERVICES	513,456	513,456	513,456

MATERIALS AND SERVICES

1,268	753	1,260	7500 Credit Card Fees	1,260	1,260	1,260
99	2,037	2,000	7520 Public Notices & Printing Advertising for employment positions, community events, and newspaper subscriptions.	12,000	12,000	12,000
2,939	1,824	2,850	Budget Note: Additional \$10,000 added for recruitment of Police Chief. 7530 Training Fire extinguisher service	2,850	2,850	2,850

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 11 - POLICE Section : 040 - CHIEF'S OFFICE Program : 501 - ADMINISTRATION			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
3,771	4,362	7,200	7540	Employee Events		8,100	8,100	8,100
				Costs shared city-wide for employee training, materials, and events.				
3,219	13,148	8,000	7550	Travel & Education		10,000	10,000	10,000
				Memberships and training for Chief, Support Services Manager				
1,060	1,099	2,000	7570	Dept Employee Recognition		9,000	9,000	9,000
				Employees, volunteers, and reserves appreciation dinner, plaques, certificates, etc.				
300	697	1,000	7590	Fuel - Vehicle & Equipment		1,000	1,000	1,000
147,406	171,740	190,130	7610-05	Insurance - Liability		248,494	248,494	239,309
25,467	24,754	30,690	7610-10	Insurance - Property		31,384	31,384	30,531
10,262	9,592	11,084	7620	Telecommunications		11,084	11,084	11,084
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Cell phones - chief, records volunteers	12	135	1,620	
				Telecom - landlines	12	650	7,800	
				Annual fee for emergency operation center lines	1	500	500	
				Landlines for alarm panels	12	97	1,164	
1,230	1,126	1,000	7630-05	Uniforms - Employee		1,000	1,000	1,000
				Uniforms for Chief				
9,650	13,891	12,000	7660	Materials & Supplies		12,000	12,000	12,000
0	0	0	7660-25	Materials & Supplies - Grants		0	0	0
6,446	5,214	12,767	7680	Materials & Supplies - Donations		9,812	9,812	9,812
				Materials and supplies purchases funded by revenue account 6400, Donations - Police.				
1,306	42	0	7710-16	Materials & Supplies - Grants - CESF Grant		0	0	0
322	951	1,000	7720-14	Repairs & Maintenance - Vehicles		1,000	1,000	1,000
63,787	64,485	50,000	7750	Professional Services		78,010	78,010	78,010
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Homeward Bound Pets - kennel fees	12	3,650	43,800	
				Homeward Bound Pets - contract to lease dogs	1	7,210	7,210	
				Peer support program responder life fee	1	5,500	5,500	
				Annual employee wellness checks	1	1,000	1,000	
				Labor law attorney services	1	10,000	10,000	
				Misc services (flash alert / language line)	1	1,500	1,500	
				Pre-employment screenings (medical and psychological screenings)	1	5,000	5,000	
				Public safety chaplaincy fee	1	4,000	4,000	
0	15,764	17,700	7750-01	Professional Services - Audit & other city-wide prof svc		30,240	30,240	30,240
				Costs shared city-wide for audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses				

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 11 - POLICE Section : 040 - CHIEF'S OFFICE Program : 501 - ADMINISTRATION				2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
0	0	25,000	7750-04	Professional Services - Grants			25,000	25,000	25,000
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
			ARPA Mental Health Crisis Response	1	25,000	25,000			
0	0	0	7750-10	Professional Services - Training			0	0	0
43,912	67,983	70,000	7790	Maintenance & Rental Contracts			70,000	70,000	70,000
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
			Lease payments (copier etc)	1	40,000	40,000			
			Storage lot lease	1	30,000	30,000			
0	0	0	7800	M & S Equipment			0	0	0
1,025	13,147	12,000	7820	M & S Equipment - Grants			14,400	14,400	14,400
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
			Bulletproof vest purchases	12	1,200	14,400			
0	0	600,000	7820-10	M & S Equipment - Grants - SRT Body Worn/In Car Cameras			0	0	0
			Anticipated grant funding to purchase body worn and in-car cameras						
311	0	0	7820-16	M & S Equipment - Grants - CESF Grant			0	0	0
323,780	412,609	1,057,681	<u>TOTAL MATERIALS AND SERVICES</u>				576,634	576,634	566,596
			<u>CAPITAL OUTLAY</u>						
0	24,242	0	8720	Equipment - Grants			90,000	90,000	90,000
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
			Deployable surveillance trailer	1	90,000	90,000			
0	24,242	0	<u>TOTAL CAPITAL OUTLAY</u>				90,000	90,000	90,000
			<u>TRANSFERS OUT</u>						
0	0	578,272	9700-15	Transfers Out - Emergency Communications			594,197	594,197	642,869
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
			General Fund support for Emergency Comm equipment debt pymt	1	37,173	37,173			
			General Fund support for YCOM dispatching service	1	605,696	605,696			
0	0	578,272	<u>TOTAL TRANSFERS OUT</u>				594,197	594,197	642,869
663,799	841,642	2,100,461	<u>TOTAL REQUIREMENTS</u>				1,774,287	1,774,287	1,812,921

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 11 - POLICE Section : 040 - CHIEF'S OFFICE Program : 580 - RECORDS		2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
REQUIREMENTS							
PERSONNEL SERVICES							
173,036	185,961	199,393	7000-05	Salaries & Wages - Regular Full Time Police Records Specialist - 3.00 FTE	211,153	207,681	207,681
0	0	586	7000-20	Salaries & Wages - Overtime	1,008	1,008	1,008
10,321	11,207	12,099	7300-05	Fringe Benefits - FICA - Social Security	12,836	12,625	12,625
2,414	2,621	2,899	7300-06	Fringe Benefits - FICA - Medicare	3,076	3,026	3,026
50,267	54,022	60,534	7300-15	Fringe Benefits - PERS - OPSRP - IAP	64,497	63,441	63,441
53,172	53,172	55,656	7300-20	Fringe Benefits - Medical Insurance	60,609	60,609	60,609
1,350	1,350	1,350	7300-22	Fringe Benefits - VEBA Plan	1,350	1,350	1,350
240	180	180	7300-25	Fringe Benefits - Life Insurance	180	180	180
632	448	452	7300-30	Fringe Benefits - Long Term Disability	478	478	478
146	193	268	7300-35	Fringe Benefits - Workers' Compensation Insurance	259	255	255
58	58	69	7300-37	Fringe Benefits - Workers' Benefit Fund	63	63	63
0	0	728	7300-45	Fringe Benefits - Paid Family Leave City Share	166	163	163
291,634	309,213	334,214	TOTAL PERSONNEL SERVICES		355,675	350,879	350,879
MATERIALS AND SERVICES							
0	1,193	2,000	7550	Travel & Education	3,500	3,500	3,500
0	771	750	7630-05	Uniforms - Employee	750	750	750
1,419	5,281	6,000	7660	Materials & Supplies	6,000	6,000	6,000
95	0	0	7750	Professional Services	0	0	0
0	68	100	7750-01	Professional Services - Audit & other city-wide prof svc	0	0	0
0	207	5,000	7800	M & S Equipment	5,000	5,000	5,000
6,196	6,828	5,600	8040	Regional Automated Info Network	5,600	5,600	5,600
7,711	14,347	19,450	TOTAL MATERIALS AND SERVICES		20,850	20,850	20,850
299,346	323,560	353,664	TOTAL REQUIREMENTS		376,525	371,729	371,729

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 11 - POLICE Section : 040 - CHIEF'S OFFICE Program : 589 - IS - TECHNOLOGY			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET																																																																																																																																							
REQUIREMENTS																																																																																																																																															
MATERIALS AND SERVICES																																																																																																																																															
79,108	93,038	93,855	7840	M & S Computer Charges		149,361	149,361	149,361																																																																																																																																							
				I.S. Fund materials & supplies costs shared city-wide																																																																																																																																											
69,782	83,456	144,400	7840-20	M & S Computer Charges - Police		127,800	127,800	127,800																																																																																																																																							
<table border="0" style="width: 100%;"> <thead> <tr> <th style="text-align: left;"><u>Description</u></th> <th style="text-align: right;"><u>Units</u></th> <th style="text-align: right;"><u>Amt/Unit</u></th> <th style="text-align: right;"><u>Total</u></th> <th colspan="5"></th> </tr> </thead> <tbody> <tr> <td>Power DMS software</td> <td style="text-align: right;">1</td> <td style="text-align: right;">5,000</td> <td style="text-align: right;">5,000</td> <td colspan="5"></td> </tr> <tr> <td>Central Square maintenance</td> <td style="text-align: right;">1</td> <td style="text-align: right;">29,000</td> <td style="text-align: right;">29,000</td> <td colspan="5"></td> </tr> <tr> <td>Netmotion 50% shared with MFD</td> <td style="text-align: right;">1</td> <td style="text-align: right;">3,800</td> <td style="text-align: right;">3,800</td> <td colspan="5"></td> </tr> <tr> <td>Guardian Tracking software</td> <td style="text-align: right;">1</td> <td style="text-align: right;">5,000</td> <td style="text-align: right;">5,000</td> <td colspan="5"></td> </tr> <tr> <td>Office 365 licensing</td> <td style="text-align: right;">1</td> <td style="text-align: right;">15,500</td> <td style="text-align: right;">15,500</td> <td colspan="5"></td> </tr> <tr> <td>InTime software renewal</td> <td style="text-align: right;">1</td> <td style="text-align: right;">5,000</td> <td style="text-align: right;">5,000</td> <td colspan="5"></td> </tr> <tr> <td>OnQ Maintenance</td> <td style="text-align: right;">1</td> <td style="text-align: right;">16,000</td> <td style="text-align: right;">16,000</td> <td colspan="5"></td> </tr> <tr> <td>New Mobile Computers</td> <td style="text-align: right;">5</td> <td style="text-align: right;">3,500</td> <td style="text-align: right;">17,500</td> <td colspan="5"></td> </tr> <tr> <td>Replacement Desktop Computers</td> <td style="text-align: right;">11</td> <td style="text-align: right;">1,700</td> <td style="text-align: right;">18,700</td> <td colspan="5"></td> </tr> <tr> <td>New Monitors</td> <td style="text-align: right;">1</td> <td style="text-align: right;">500</td> <td style="text-align: right;">500</td> <td colspan="5"></td> </tr> <tr> <td>Printer Replacements</td> <td style="text-align: right;">2</td> <td style="text-align: right;">1,200</td> <td style="text-align: right;">2,400</td> <td colspan="5"></td> </tr> <tr> <td>Toughbook + Zebra Printer</td> <td style="text-align: right;">1</td> <td style="text-align: right;">7,000</td> <td style="text-align: right;">7,000</td> <td colspan="5"></td> </tr> <tr> <td>MDT Repair</td> <td style="text-align: right;">1</td> <td style="text-align: right;">2,000</td> <td style="text-align: right;">2,000</td> <td colspan="5"></td> </tr> <tr> <td>Adobe Licensing</td> <td style="text-align: right;">1</td> <td style="text-align: right;">400</td> <td style="text-align: right;">400</td> <td colspan="5"></td> </tr> </tbody> </table>									<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>						Power DMS software	1	5,000	5,000						Central Square maintenance	1	29,000	29,000						Netmotion 50% shared with MFD	1	3,800	3,800						Guardian Tracking software	1	5,000	5,000						Office 365 licensing	1	15,500	15,500						InTime software renewal	1	5,000	5,000						OnQ Maintenance	1	16,000	16,000						New Mobile Computers	5	3,500	17,500						Replacement Desktop Computers	11	1,700	18,700						New Monitors	1	500	500						Printer Replacements	2	1,200	2,400						Toughbook + Zebra Printer	1	7,000	7,000						MDT Repair	1	2,000	2,000						Adobe Licensing	1	400	400					
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Adobe Licensing	1	400	400																																																																																																																																												
148,890	176,494	238,255	TOTAL MATERIALS AND SERVICES			277,161	277,161	277,161																																																																																																																																							
CAPITAL OUTLAY																																																																																																																																															
7,375	0	25,163	8750	Capital Outlay Computer Charges		15,769	15,769	15,769																																																																																																																																							
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0	0	92,000	8750-20	Capital Outlay Computer Charges - Police		114,000	114,000	114,000																																																																																																																																							
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7,375	0	117,163	TOTAL CAPITAL OUTLAY			129,769	129,769	129,769																																																																																																																																							
156,265	176,494	355,418	TOTAL REQUIREMENTS			406,930	406,930	406,930																																																																																																																																							

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 11 - POLICE Section : 040 - CHIEF'S OFFICE Program : 592 - COMMUNITY EDUCATION	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
REQUIREMENTS						
<u>MATERIALS AND SERVICES</u>						
0	0	500	7520	0	0	0
3,136	3,945	3,200	7660	3,700	3,700	3,700
3,136	3,945	3,700	<u>TOTAL MATERIALS AND SERVICES</u>	3,700	3,700	3,700
3,136	3,945	3,700	<i>TOTAL REQUIREMENTS</i>	3,700	3,700	3,700

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 11 - POLICE Section : 043 - FIELD OPERATIONS Program : 501 - ADMINISTRATION	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

122,086	153,638	150,939	7000-05 Salaries & Wages - Regular Full Time Police Captain - 1.00 FTE	152,224	152,224	152,224
1,920	0	0	7000-30 Salaries & Wages - Auto Allowance Police Captain's \$240 per month automobile allowance.	0	0	0
7,573	9,336	9,132	7300-05 Fringe Benefits - FICA - Social Security	9,210	9,210	9,210
1,771	2,205	2,189	7300-06 Fringe Benefits - FICA - Medicare	2,207	2,207	2,207
39,859	53,326	46,580	7300-15 Fringe Benefits - PERS - OPSRP - IAP	47,174	47,174	47,174
19,734	17,425	16,320	7300-20 Fringe Benefits - Medical Insurance	16,950	16,950	16,950
3,000	4,000	2,000	7300-22 Fringe Benefits - VEBA Plan	2,000	2,000	2,000
83	65	66	7300-25 Fringe Benefits - Life Insurance	66	66	66
431	282	314	7300-30 Fringe Benefits - Long Term Disability	334	334	334
4,642	3,972	4,226	7300-35 Fringe Benefits - Workers' Compensation Insurance	4,049	4,049	4,049
17	20	23	7300-37 Fringe Benefits - Workers' Benefit Fund	21	21	21
0	0	555	7300-45 Fringe Benefits - Paid Family Leave City Share	119	119	119
201,116	244,269	232,344	TOTAL PERSONNEL SERVICES	234,354	234,354	234,354

MATERIALS AND SERVICES

0	360	1,500	7530 Training	1,500	1,500	1,500
745	1,953	2,000	7550 Travel & Education Membership and training	2,000	2,000	2,000
25,289	22,727	27,204	7620 Telecommunications Includes telecommunications for entire Field Operations Division.	27,204	27,204	27,204
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Telecom landlines	1	6,720	6,720
			Cell phones for field operatinos	1	19,484	19,484
			Repair-replace damaged cell phones	1	1,000	1,000
178	780	900	7630-05 Uniforms - Employee	900	900	900
532	476	1,000	7660 Materials & Supplies	1,000	1,000	1,000
45	0	0	7750 Professional Services	0	0	0
0	23	50	7750-01 Professional Services - Audit & other city-wide prof svc	0	0	0
0	0	0	7800 M & S Equipment	0	0	0

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 11 - POLICE Section : 043 - FIELD OPERATIONS Program : 501 - ADMINISTRATION	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
26,789	26,318	32,654	<u>TOTAL MATERIALS AND SERVICES</u>	32,604	32,604	32,604
227,904	270,588	264,998	<i>TOTAL REQUIREMENTS</i>	266,958	266,958	266,958

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 11 - POLICE Section : 043 - FIELD OPERATIONS Program : 553 - PATROL	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

2,461,673	2,605,996	2,790,497	7000-05 Salaries & Wages - Regular Full Time Police Sergeant - 4.00 FTE Police Corporal - 4.00 FTE Police Officer - 22.00 FTE	2,978,023	2,931,196	2,931,196
*Anticipating three Police patrol position vacancies. The FTE count was not adjusted for these vacancies.						
0	0	0	7000-15 Salaries & Wages - Temporary Extra Help - Police Officer - 0.60 FTE	59,784	58,769	58,769
420,620	531,885	400,005	7000-20 Salaries & Wages - Overtime	499,954	499,954	499,954
175,722	192,622	193,024	7300-05 Fringe Benefits - FICA - Social Security	214,035	211,141	211,141
41,359	45,049	46,259	7300-06 Fringe Benefits - FICA - Medicare	51,296	50,605	50,605
941,283	947,027	1,102,964	7300-15 Fringe Benefits - PERS - OPSRP - IAP	1,156,954	1,141,148	1,141,148
488,537	475,679	500,904	7300-20 Fringe Benefits - Medical Insurance	545,481	545,481	545,481
9,588	10,050	9,450	7300-22 Fringe Benefits - VEBA Plan	10,200	10,200	10,200
2,313	1,765	1,782	7300-25 Fringe Benefits - Life Insurance	1,782	1,782	1,782
8,593	5,811	5,916	7300-30 Fringe Benefits - Long Term Disability	6,340	6,340	6,340
104,254	79,485	89,334	7300-35 Fringe Benefits - Workers' Compensation Insurance	94,103	92,833	92,833
623	634	644	7300-37 Fringe Benefits - Workers' Benefit Fund	603	603	603
0	0	0	7300-40 Fringe Benefits - Unemployment	0	0	0
0	0	10,204	7300-45 Fringe Benefits - Paid Family Leave City Share	2,755	2,722	2,722
4,654,563	4,896,004	5,150,983	TOTAL PERSONNEL SERVICES	5,621,310	5,552,774	5,552,774

MATERIALS AND SERVICES

4,379	6,114	10,000	7550 Travel & Education	13,000	13,000	13,000																
<table border="1"> <thead> <tr> <th>Description</th> <th>Units</th> <th>Amt/Unit</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Membership and training for patrol division</td> <td>1</td> <td>7,000</td> <td>7,000</td> </tr> <tr> <td>Leadership training for Sergeants</td> <td>1</td> <td>3,000</td> <td>3,000</td> </tr> <tr> <td>Leadership training for Corporals</td> <td>1</td> <td>3,000</td> <td>3,000</td> </tr> </tbody> </table>							Description	Units	Amt/Unit	Total	Membership and training for patrol division	1	7,000	7,000	Leadership training for Sergeants	1	3,000	3,000	Leadership training for Corporals	1	3,000	3,000
Description	Units	Amt/Unit	Total																			
Membership and training for patrol division	1	7,000	7,000																			
Leadership training for Sergeants	1	3,000	3,000																			
Leadership training for Corporals	1	3,000	3,000																			
66,961	70,182	90,000	7590 Fuel - Vehicle & Equipment	90,000	90,000	90,000																
16,823	21,496	27,000	7630-05 Uniforms - Employee Equipment for new hires, rain jacket and pants replacements, uniform updates for patrol	32,000	32,000	32,000																

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 11 - POLICE Section : 043 - FIELD OPERATIONS Program : 553 - PATROL				2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
7,919	11,896	12,375	7660	Materials & Supplies			14,000	14,000	14,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Batteries, USBs/CDs, forms and equipment for patrol	1	11,000	11,000		
				Trauma kit supplies	1	3,000	3,000		
0	0	0	7720	Repairs & Maintenance			2,700	2,700	2,700
				Radar calibrations every other year					
42,543	34,736	50,000	7720-14	Repairs & Maintenance - Vehicles			70,000	70,000	70,000
0	0	2,500	7720-20	Repairs & Maintenance - Vehicle Electronics			2,500	2,500	2,500
				Video's, DVD's, mobile radios					
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Mobile data computer repairs	1	2,500	2,500		
366	224	0	7750	Professional Services			0	0	0
0	304	400	7750-01	Professional Services - Audit & other city-wide prof svc			0	0	0
1,555	40,538	50,405	7800	M & S Equipment			33,500	33,500	33,500
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Motorola APX4000 extended life batteries	40	125	5,000		
				Patrol car radars (replace two older models)	2	3,200	6,400		
				Collapsible batons (replacements)	10	150	1,500		
				Rechargeable duty flashlights (replacements)	10	150	1,500		
				Additional ballistic helmets (for full staffing)	7	800	5,600		
				Additional rifle plates (for full staffing)	7	700	4,900		
				Ballistic shields (replace two expired shields)	2	2,500	5,000		
				Additional rifle mag bandoleers for patrol cars	4	400	1,600		
				Miscellaneous patrol items	1	2,000	2,000		
140,546	185,489	242,680	TOTAL MATERIALS AND SERVICES				257,700	257,700	257,700
<u>CAPITAL OUTLAY</u>									
4,600	0	136,000	8850	Vehicles			163,635	231,635	231,635
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Replace 2017 Ford Explorer 839 (but keep as spare K9)	1	84,335	84,335		
				Replace 2017 Dodge Charger 801 (Move to SUV-Tahoe)	1	79,300	79,300		
				Replace 2014 PD patrol car (FY 2024 carryover)	1	68,000	68,000		
4,600	0	136,000	TOTAL CAPITAL OUTLAY				163,635	231,635	231,635

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 11 - POLICE Section : 043 - FIELD OPERATIONS Program : 553 - PATROL	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
<u>DEBT SERVICE</u>						
58,361	30,655	31,845	9410-05 Vehicle Lease/Purchase - Principal Lease principal payments on patrol vehicles for leases executed 2018-19. Final payment on lease is July 2023.	0	0	0
5,432	2,425	1,236	9410-10 Vehicle Lease/Purchase - Interest	0	0	0
63,793	33,080	33,081	<u>TOTAL DEBT SERVICE</u>	0	0	0
4,863,502	5,114,573	5,562,744	<u>TOTAL REQUIREMENTS</u>	6,042,645	6,042,109	6,042,109

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 11 - POLICE Section : 043 - FIELD OPERATIONS Program : 562 - RESERVES	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES						
MISCELLANEOUS						
4,732	2,191	14,468	6331 MVRT Academy Tuition Mid Valley Reserve Training academy revenue is tied directly to the expenditure account of 01-11-043-562.6331. Any unused funds are rolled over to the next fiscal year.	2,500	2,500	2,500
4,732	2,191	14,468	TOTAL MISCELLANEOUS	2,500	2,500	2,500
4,732	2,191	14,468	TOTAL RESOURCES	2,500	2,500	2,500

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 11 - POLICE Section : 043 - FIELD OPERATIONS Program : 562 - RESERVES			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
REQUIREMENTS								
PERSONNEL SERVICES								
159	214	500	7000-15	Salaries & Wages - Temporary		14,590	14,590	14,590
				Extra Help - Police Reserves - 0.20 FTE				
10	13	30	7300-05	Fringe Benefits - FICA - Social Security		883	883	883
2	3	7	7300-06	Fringe Benefits - FICA - Medicare		212	212	212
0	0	0	7300-15	Fringe Benefits - PERS - OPSRP - IAP		0	0	0
6	7	14	7300-35	Fringe Benefits - Workers' Compensation Insurance		388	388	388
0	0	0	7300-37	Fringe Benefits - Workers' Benefit Fund		4	4	4
0	0	0	7300-40	Fringe Benefits - Unemployment		0	0	0
0	0	2	7300-45	Fringe Benefits - Paid Family Leave City Share		11	11	11
168	18	20	7400-05	Fringe Benefits - Volunteers - Life Insurance		20	20	20
577	889	1,098	7400-10	Fringe Benefits - Volunteers - Workers' Compensation Insurance		995	995	995
923	1,145	1,671	TOTAL PERSONNEL SERVICES			17,103	17,103	17,103
MATERIALS AND SERVICES								
0	800	500	7550	Travel & Education		1,300	1,300	1,300
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Other training (seminars, advanced training)	1	500	500	
				Mid Valley Reserve Training tuition	2	400	800	
201	1,686	1,000	7630-10	Uniforms - Volunteer		4,600	4,600	4,600
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Uniforms for new reserves	2	1,800	3,600	
				Other equipment/uniform needs	1	1,000	1,000	
0	186	200	7660	Materials & Supplies		3,200	3,200	3,200
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Miscellaneous materials and supplies	1	200	200	
				Ballistic helmets for two current Reserves	2	800	1,600	
				Rifle plates for two current Reserves	2	700	1,400	
4,732	2,191	14,468	7660-31	Materials & Supplies - Mid Valley Reserve Training		2,500	2,500	2,500
				This expenditure account is tied directly to the MVRT revenue account 01-11-043-562.6331				
4,933	4,864	16,168	TOTAL MATERIALS AND SERVICES			11,600	11,600	11,600
5,856	6,008	17,839	TOTAL REQUIREMENTS			28,703	28,703	28,703

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 11 - POLICE Section : 043 - FIELD OPERATIONS Program : 565 - CANINE	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES						
<u>MISCELLANEOUS</u>						
0	0	3,567 6400	Donations - Police	3,567	3,567	3,567
0	0	3,567	<u>TOTAL MISCELLANEOUS</u>	3,567	3,567	3,567
0	0	3,567	<i>TOTAL RESOURCES</i>	3,567	3,567	3,567

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 11 - POLICE Section : 043 - FIELD OPERATIONS Program : 565 - CANINE				2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET	
REQUIREMENTS										
MATERIALS AND SERVICES										
4,205	8,937	7,100	7550	Travel & Education			13,445	13,445	13,445	
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
				OPCA conference (one)	1	3,000	3,000			
				OPCA/CNCA yearly dues	1	145	145			
				Other training	1	1,000	1,000			
				Specialized trainer assistance	1	2,000	2,000			
				HITS conference (New Orleans)	1	7,300	7,300			
5,015	7,830	10,815	7660	Materials & Supplies			11,430	11,430	11,430	
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
				Medical and professional	1	4,500	4,500			
				Dog food	1	2,500	2,500			
				Leashes, harnesses, kennel supplies, misc. equipment	1	1,000	1,000			
				Boarding	1	1,500	1,500			
				PackTrack K9 record keeping software (2 subscriptions)	2	140	280			
				Uniform Jumpsuits (one for each handler)	3	450	1,350			
				K9 specific uniform patches	1	300	300			
0	0	3,567	7680	Materials & Supplies - Donations			3,567	3,567	3,567	
				Matches with Donation revenue account 01-11-043-565.6400						
9,220	16,767	21,482		TOTAL MATERIALS AND SERVICES			28,442	28,442	28,442	
CAPITAL OUTLAY										
0	18,190	0	8710-15	Equipment - Canine			0	0	0	
0	18,190	0		TOTAL CAPITAL OUTLAY			0	0	0	
9,220	34,957	21,482		TOTAL REQUIREMENTS			28,442	28,442	28,442	

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 11 - POLICE Section : 046 - INVESTIGATIONS AND SUPPORT Program : 501 - ADMINISTRATION	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

258,423	214,785	269,833	7000-05 Salaries & Wages - Regular Full Time Police Captain - 1.00 FTE Police Sergeant - Administration - 1.00 FTE	281,777	279,809	279,809
11,847	23,476	41,600	7000-15 Salaries & Wages - Temporary	0	0	0
5,520	20,373	5,026	7000-20 Salaries & Wages - Overtime	19,981	19,981	19,981
2,880	2,880	2,880	7000-30 Salaries & Wages - Auto Allowance Police Captain's \$240 per month automobile allowance.	2,880	2,880	2,880
16,862	13,648	19,319	7300-05 Fringe Benefits - FICA - Social Security	18,430	18,311	18,311
3,944	3,711	4,630	7300-06 Fringe Benefits - FICA - Medicare	4,418	4,389	4,389
86,222	76,564	97,669	7300-15 Fringe Benefits - PERS - OPSRP - IAP	102,091	101,363	101,363
39,076	32,164	40,990	7300-20 Fringe Benefits - Medical Insurance	43,499	43,499	43,499
3,450	3,450	3,450	7300-22 Fringe Benefits - VEBA Plan	3,450	3,450	3,450
168	106	132	7300-25 Fringe Benefits - Life Insurance	132	132	132
793	423	566	7300-30 Fringe Benefits - Long Term Disability	604	604	604
9,546	6,466	9,021	7300-35 Fringe Benefits - Workers' Compensation Insurance	8,103	8,051	8,051
49	44	75	7300-37 Fringe Benefits - Workers' Benefit Fund	42	42	42
0	0	0	7300-40 Fringe Benefits - Unemployment	0	0	0
0	0	1,151	7300-45 Fringe Benefits - Paid Family Leave City Share	238	236	236
291	0	0	7400-10 Fringe Benefits - Volunteers - Workers' Compensation Insurance	0	0	0
439,070	398,089	496,342	TOTAL PERSONNEL SERVICES	485,645	482,747	482,747

MATERIALS AND SERVICES

2,404	1,947	2,600	7550 Travel & Education	3,000	3,000	3,000
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Memberships	1	600	600
			Trainings	1	2,400	2,400
17,123	14,665	15,720	7620 Telecommunications	15,720	15,720	15,720
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			16 Telecom - landlines	12	650	7,800
			15 Cell phones	12	615	7,380
			Evidence facility landline	12	45	540

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 11 - POLICE Section : 046 - INVESTIGATIONS AND SUPPORT Program : 501 - ADMINISTRATION			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
509	700	600	7630-05	Uniforms - Employee Uniforms for Captain and Park Rangers		600	600	600
528	832	700	7660	Materials & Supplies		800	800	800
149	285	1,000	7720-16	Repairs & Maintenance - Radio & Pagers		1,000	1,000	1,000
15,035	19,950	20,000	7750	Professional Services		179,448	179,448	179,448
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Computer forensics (Newberg-Dundee Police)	1	20,000	20,000	
				Axon auto tagging	1	6,955	6,955	
				Axon body worn cameras	42	1,927	80,934	
				Axon in-car video system	16	3,081	49,296	
				Axon Taser 7 plan	1	22,263	22,263	
0	0	100	7750-01	Professional Services - Audit & other city-wide prof svc Costs rolled under Police - Chief's Office - Admin, #01-11-040-501.7750-01.		0	0	0
0	1,343	6,699	7800	M & S Equipment		0	0	0
0	7,625	5,272	7800-06	M & S Equipment - Weapons		0	0	0
35,748	47,346	52,691	<u>TOTAL MATERIALS AND SERVICES</u>			200,568	200,568	200,568
			<u>CAPITAL OUTLAY</u>					
0	16,032	0	8710	Equipment		0	0	0
0	16,032	0	<u>TOTAL CAPITAL OUTLAY</u>			0	0	0
474,818	461,467	549,033	<u>TOTAL REQUIREMENTS</u>			686,213	683,315	683,315

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 11 - POLICE Section : 046 - INVESTIGATIONS AND SUPPORT Program : 550 - BUILDING MAINTENANCE	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

44,479	47,329	48,599	7000-10 Salaries & Wages - Regular Part Time Maintenance Technician - Senior - 0.80 FTE	48,225	48,225	48,225
0	28	0	7000-20 Salaries & Wages - Overtime	0	0	0
2,758	2,936	2,940	7300-05 Fringe Benefits - FICA - Social Security	2,918	2,918	2,918
645	687	705	7300-06 Fringe Benefits - FICA - Medicare	699	699	699
10,252	10,916	11,795	7300-15 Fringe Benefits - PERS - OPSRP - IAP	11,767	11,767	11,767
55	60	60	7300-25 Fringe Benefits - Life Insurance	60	60	60
177	119	120	7300-30 Fringe Benefits - Long Term Disability	120	120	120
1,646	1,441	1,453	7300-35 Fringe Benefits - Workers' Compensation Insurance	1,423	1,423	1,423
17	18	18	7300-37 Fringe Benefits - Workers' Benefit Fund	17	17	17
0	0	178	7300-45 Fringe Benefits - Paid Family Leave City Share	38	38	38
60,029	63,533	65,868	TOTAL PERSONNEL SERVICES	65,267	65,267	65,267

MATERIALS AND SERVICES

0	546	1,130	7515 City Services Charge expense	1,130	1,130	1,130
43,177	46,335	45,000	7600 Utilities	45,000	45,000	45,000
2,600	2,957	3,250	7610-05 Insurance - Liability	3,022	3,022	2,910
11,048	12,917	16,020	7610-10 Insurance - Property	18,114	18,114	17,621
0	0	100	7630-05 Uniforms - Employee	100	100	100
32,822	38,948	35,000	7650-10 Janitorial - Services	40,600	40,600	40,600
1,833	2,312	3,300	7650-15 Janitorial - Supplies	3,380	3,380	3,380
62,977	82,761	73,000	7720-10 Repairs & Maintenance - Building Maintenance	77,412	77,412	77,412
154,458	186,776	176,800	TOTAL MATERIALS AND SERVICES	188,758	188,758	188,153

Description	Units	Amt/Unit	Total
Carpet cleaning	1	5,000	5,000
Maintenance contracts	1	46,487	46,487
Materials and stock	1	11,250	11,250
Projects and maintenance	1	14,675	14,675

CAPITAL OUTLAY

0	0	0	8710 Equipment	0	0	0
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Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 11 - POLICE Section : 046 - INVESTIGATIONS AND SUPPORT Program : 550 - BUILDING MAINTENANCE	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
0	0	0	TOTAL CAPITAL OUTLAY	0	0	0
214,487	250,309	242,668	TOTAL REQUIREMENTS	254,025	254,025	253,420

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 11 - POLICE Section : 046 - INVESTIGATIONS AND SUPPORT Program : 559 - PARKING ENFORCEMENT	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
REQUIREMENTS						
PERSONNEL SERVICES						
39,365	53,051	58,577	7000-05 Salaries & Wages - Regular Full Time Parking Enforcement Specialist - 1.00 FTE	64,609	63,501	63,501
189	0	293	7000-20 Salaries & Wages - Overtime	315	315	315
2,398	3,231	3,562	7300-05 Fringe Benefits - FICA - Social Security	3,928	3,861	3,861
561	756	853	7300-06 Fringe Benefits - FICA - Medicare	942	926	926
8,267	10,314	17,821	7300-15 Fringe Benefits - PERS - OPSRP - IAP	19,738	19,400	19,400
11,816	17,724	18,552	7300-20 Fringe Benefits - Medical Insurance	20,203	20,203	20,203
300	450	450	7300-22 Fringe Benefits - VEBA Plan	450	450	450
51	60	60	7300-25 Fringe Benefits - Life Insurance	60	60	60
150	134	134	7300-30 Fringe Benefits - Long Term Disability	146	146	146
1,400	1,504	1,648	7300-35 Fringe Benefits - Workers' Compensation Insurance	1,727	1,697	1,697
12	21	23	7300-37 Fringe Benefits - Workers' Benefit Fund	21	21	21
0	0	215	7300-45 Fringe Benefits - Paid Family Leave City Share	50	50	50
472	358	1,098	7400-10 Fringe Benefits - Volunteers - Workers' Compensation Insurance	995	995	995
64,980	87,602	103,286	TOTAL PERSONNEL SERVICES	113,184	111,625	111,625
MATERIALS AND SERVICES						
0	0	1,300	7550 Travel & Education Memberships and training	1,300	1,300	1,300
1,280	1,926	3,000	7590 Fuel - Vehicle & Equipment	2,000	2,000	2,000
478	947	750	7630-05 Uniforms - Employee	750	750	750
6,955	2,462	3,000	7660 Materials & Supplies Tow charges, postal charges, tow stickers, parking permits	3,000	3,000	3,000
154	178	500	7720-14 Repairs & Maintenance - Vehicles	500	500	500
15,085	56,338	52,500	7750 Professional Services Abandoned RV tows for dismantling	80,000	80,000	80,000
0	0	0	7750-01 Professional Services - Audit & other city-wide prof svc	0	0	0
23,951	61,851	61,050	TOTAL MATERIALS AND SERVICES	87,550	87,550	87,550
88,932	149,453	164,336	TOTAL REQUIREMENTS	200,734	199,175	199,175

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 11 - POLICE Section : 046 - INVESTIGATIONS AND SUPPORT Program : 568 - INVESTIGATIONS	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

604,470	563,981	759,968	7000-05 Salaries & Wages - Regular Full Time Police Sergeant - 1.00 FTE Police Officer - 6.00 FTE	750,111	738,729	738,729
10,076	13,275	8,500	7000-15 Salaries & Wages - Temporary Extra Help - Investigations - 0.38 FTE	27,705	27,705	27,705
68,595	145,066	72,994	7000-20 Salaries & Wages - Overtime	100,029	100,029	100,029
3,750	3,579	3,500	7000-35 Salaries & Wages - Clothing Allowance Detectives' \$500 annual clothing allowance.	3,508	3,508	3,508
42,100	42,176	51,119	7300-05 Fringe Benefits - FICA - Social Security	53,322	52,634	52,634
9,846	10,431	12,251	7300-06 Fringe Benefits - FICA - Medicare	12,780	12,616	12,616
222,521	248,347	296,714	7300-15 Fringe Benefits - PERS - OPSRP - IAP	306,580	302,537	302,537
113,645	97,381	129,864	7300-20 Fringe Benefits - Medical Insurance	141,421	141,421	141,421
2,100	2,400	2,400	7300-22 Fringe Benefits - VEBA Plan	3,000	3,000	3,000
515	365	462	7300-25 Fringe Benefits - Life Insurance	462	462	462
1,880	1,208	1,522	7300-30 Fringe Benefits - Long Term Disability	1,562	1,562	1,562
23,716	18,058	23,560	7300-35 Fringe Benefits - Workers' Compensation Insurance	23,352	23,049	23,049
135	130	164	7300-37 Fringe Benefits - Workers' Benefit Fund	155	155	155
0	0	0	7300-40 Fringe Benefits - Unemployment	0	0	0
0	0	2,815	7300-45 Fringe Benefits - Paid Family Leave City Share	688	679	679
1,103,347	1,146,396	1,365,833	TOTAL PERSONNEL SERVICES	1,424,675	1,408,086	1,408,086

MATERIALS AND SERVICES

6,163	10,140	12,850	7550 Travel & Education	12,850	12,850	12,850
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Supervisor training	1	500	500
			Miscellaneous training	1	3,500	3,500
			Homicide conference	1	3,850	3,850
			Child abuse summit	1	4,000	4,000
			New detective training	1	1,000	1,000
9,215	7,207	7,500	7590 Fuel - Vehicle & Equipment	6,000	6,000	6,000
3,606	2,786	1,500	7630-05 Uniforms - Employee	1,500	1,500	1,500

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 11 - POLICE Section : 046 - INVESTIGATIONS AND SUPPORT Program : 568 - INVESTIGATIONS				2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
1,012	1,077	4,000	7660	Materials & Supplies			4,000	4,000	4,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Investigative funds	1	2,000	2,000		
				Materials and supplies	1	2,000	2,000		
3,228	6,187	3,000	7720-14	Repairs & Maintenance - Vehicles			3,000	3,000	3,000
7,629	8,494	11,380	7750	Professional Services			11,380	11,380	11,380
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Comcast internet line	1	480	480		
				The last one (TLO)	1	900	900		
				Transcription services	1	10,000	10,000		
0	45	50	7750-01	Professional Services - Audit & other city-wide prof svc			0	0	0
				Costs rolled under Police - Chief's Office - Admin, #01-11-040-501.7750-01.					
0	0	500	7800	M & S Equipment			650	650	650
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Metal detector	1	650	650		
30,854	35,936	40,780	TOTAL MATERIALS AND SERVICES				39,380	39,380	39,380
<u>CAPITAL OUTLAY</u>									
0	0	0	8850	Vehicles			0	0	0
0	0	0	TOTAL CAPITAL OUTLAY				0	0	0
1,134,201	1,182,331	1,406,613	TOTAL REQUIREMENTS				1,464,055	1,447,466	1,447,466

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 11 - POLICE Section : 046 - INVESTIGATIONS AND SUPPORT Program : 574 - SCHOOL RESOURCE	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES						
INTERGOVERNMENTAL						
54,229	58,958	64,800	5020-05 McMinnville School Dist #40 - SRO - High School McMinnville School District #40 reimburses the City for 50% of School Resource Officer's salary and fringe benefits for the nine-month school year.	68,760	67,840	67,840
40,650	0	62,800	5020-10 McMinnville School Dist #40 - SRO - Middle School McMinnville School District #40 reimburses the City for 50% of School Resource Officer's salary and fringe benefits for the nine-month school year.	57,250	56,460	56,460
94,879	58,958	127,600	TOTAL INTERGOVERNMENTAL	126,010	124,300	124,300
94,879	58,958	127,600	TOTAL RESOURCES	126,010	124,300	124,300

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 11 - POLICE Section : 046 - INVESTIGATIONS AND SUPPORT Program : 574 - SCHOOL RESOURCE		2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
REQUIREMENTS							
PERSONNEL SERVICES							
144,696	80,910	204,432	7000-05	Salaries & Wages - Regular Full Time Police Officer - 2.00 FTE	203,051	199,904	199,904
3,020	8,289	6,489	7000-20	Salaries & Wages - Overtime	6,492	6,492	6,492
9,056	5,461	12,761	7300-05	Fringe Benefits - FICA - Social Security	12,678	12,486	12,486
2,118	1,277	3,059	7300-06	Fringe Benefits - FICA - Medicare	3,039	2,993	2,993
48,430	28,897	73,599	7300-15	Fringe Benefits - PERS - OPSRP - IAP	73,389	72,281	72,281
28,063	14,770	37,104	7300-20	Fringe Benefits - Medical Insurance	40,406	40,406	40,406
750	300	750	7300-22	Fringe Benefits - VEBA Plan	900	900	900
140	55	132	7300-25	Fringe Benefits - Life Insurance	132	132	132
505	181	440	7300-30	Fringe Benefits - Long Term Disability	434	434	434
5,904	2,341	5,905	7300-35	Fringe Benefits - Workers' Compensation Insurance	5,574	5,490	5,490
28	17	46	7300-37	Fringe Benefits - Workers' Benefit Fund	42	42	42
0	0	746	7300-45	Fringe Benefits - Paid Family Leave City Share	164	162	162
242,710	142,500	345,463	TOTAL PERSONNEL SERVICES		346,301	341,722	341,722
MATERIALS AND SERVICES							
1,274	1,076	2,500	7550	Travel & Education	2,500	2,500	2,500
13	0	300	7660	Materials & Supplies	300	300	300
57	0	0	7750	Professional Services	0	0	0
0	45	100	7750-01	Professional Services - Audit & other city-wide prof svc Costs rolled under Police - Chief's Office - Admin, #01-11-040-501.7750-01.	0	0	0
0	0	0	7800	M & S Equipment	0	0	0
1,344	1,121	2,900	TOTAL MATERIALS AND SERVICES		2,800	2,800	2,800
244,053	143,621	348,363	TOTAL REQUIREMENTS		349,101	344,522	344,522

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 11 - POLICE Section : 046 - INVESTIGATIONS AND SUPPORT Program : 575 - UNMANNED AIRCRAFT SYSTEM			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
REQUIREMENTS								
<u>MATERIALS AND SERVICES</u>								
0	0	6,000	7550	Travel & Education		6,400	6,400	6,400
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Drone conference (registration, hotel, per diem)	1	4,000	4,000	
				Pilot Part107 initial online training and FAA test	4	400	1,600	
				Membership in LEDA (drone association)	1	800	800	
0	0	0	7660	Materials & Supplies		3,000	3,000	3,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Drone batteries (M30T and Avata/headset)	1	2,500	2,500	
				Misc supplies (propellers, cords, Avata parts, misc)	1	500	500	
0	0	8,300	7800	M & S Equipment		9,500	9,500	9,500
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Flight management software (for two M30Ts)	1	7,000	7,000	
				Misc repairs	1	2,500	2,500	
0	0	14,300		<u>TOTAL MATERIALS AND SERVICES</u>		18,900	18,900	18,900
<u>CAPITAL OUTLAY</u>								
0	0	16,100	8710	Equipment		0	0	0
0	0	16,100		<u>TOTAL CAPITAL OUTLAY</u>		0	0	0
0	0	30,400		<u>TOTAL REQUIREMENTS</u>		18,900	18,900	18,900

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 11 - POLICE Section : 046 - INVESTIGATIONS AND SUPPORT Program : 577 - IN-SERVICE	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES						
CHARGES FOR SERVICES						
12,000	9,500	12,000	5380-02 Facility Rentals - Training Facility Revenue received from neighboring agencies for use of the Firearms Facility.	10,000	10,000	10,000
12,000	9,500	12,000	TOTAL CHARGES FOR SERVICES	10,000	10,000	10,000
12,000	9,500	12,000	TOTAL RESOURCES	10,000	10,000	10,000

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 11 - POLICE Section : 046 - INVESTIGATIONS AND SUPPORT Program : 577 - IN-SERVICE			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
REQUIREMENTS								
MATERIALS AND SERVICES								
750	0	1,500	7550-05	Travel & Education - Defensive Tactics		0	0	0
677	439	1,000	7550-10	Travel & Education - Driving Training		1,000	1,000	1,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Instructor training	1	1,000	1,000	
1,578	-15	3,000	7550-20	Travel & Education - Firearms Training		4,000	4,000	4,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				New instructor training	1	2,000	2,000	
				Existing instructor training	1	2,000	2,000	
11,317	23,047	42,300	7660	Materials & Supplies		41,344	41,344	41,344
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Firearms ammunition (handgun, rifle, shotgun) duty and training	1	23,920	23,920	
				Firearms supplies and maintenance	1	3,674	3,674	
				40mm munitions	1	900	900	
				Confrontation simulation training equipment	1	6,600	6,600	
				Confrontation simulation instructor training	1	1,000	1,000	
				Tactical first aid equipment	1	3,250	3,250	
				Tactical first aid instructor training	1	2,000	2,000	
299	3,911	4,100	7720-18	Repairs & Maintenance - Training Facility		4,100	4,100	4,100
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Gravel	1	3,000	3,000	
				Chem can rental	1	500	500	
				Range construction	1	600	600	
5,632	5,632	20,850	7800	M & S Equipment		0	0	0
20,253	33,013	72,750	TOTAL MATERIALS AND SERVICES			50,444	50,444	50,444
20,253	33,013	72,750	TOTAL REQUIREMENTS			50,444	50,444	50,444

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 11 - POLICE Section : 046 - INVESTIGATIONS AND SUPPORT Program : 583 - EVIDENCE	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

65,158	68,458	72,136	7000-05 Salaries & Wages - Regular Full Time Police Evidence & Property Technician - 1.00 FTE	77,585	76,315	76,315
15,201	17,437	22,459	7000-10 Salaries & Wages - Regular Part Time Management Support Specialist - 0.48 FTE	23,183	23,183	23,183
1,385	1,294	2,537	7000-20 Salaries & Wages - Overtime	2,521	2,521	2,521
4,984	5,285	5,879	7300-05 Fringe Benefits - FICA - Social Security	6,250	6,173	6,173
1,166	1,236	1,410	7300-06 Fringe Benefits - FICA - Medicare	1,498	1,480	1,480
23,747	25,329	29,417	7300-15 Fringe Benefits - PERS - OPSRP - IAP	31,400	31,014	31,014
17,724	17,724	18,552	7300-20 Fringe Benefits - Medical Insurance	20,203	20,203	20,203
450	450	450	7300-22 Fringe Benefits - VEBA Plan	450	450	450
80	60	60	7300-25 Fringe Benefits - Life Insurance	60	60	60
241	188	168	7300-30 Fringe Benefits - Long Term Disability	176	176	176
69	-9	186	7300-35 Fringe Benefits - Workers' Compensation Insurance	2,748	2,714	2,714
27	29	34	7300-37 Fringe Benefits - Workers' Benefit Fund	31	31	31
0	0	345	7300-45 Fringe Benefits - Paid Family Leave City Share	81	80	80
130,232	137,480	153,633	TOTAL PERSONNEL SERVICES	166,186	164,400	164,400

MATERIALS AND SERVICES

80	856	2,000	7550 Travel & Education	2,000	2,000	2,000
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Training for evidence personnel	1	2,000	2,000
473	117	500	7590 Fuel - Vehicle & Equipment	500	500	500
679	876	1,000	7630-05 Uniforms - Employee	1,000	1,000	1,000
9,660	6,344	2,500	7660 Materials & Supplies	5,500	5,500	5,500
223	189	300	7720-14 Repairs & Maintenance - Vehicles	300	300	300
26	7,955	8,000	7750 Professional Services Vehicle tows (evidence, maintenance, RV tows)	8,000	8,000	8,000
0	45	100	7750-01 Professional Services - Audit & other city-wide prof svc Costs rolled under Police - Chief's Office - Admin, #01-11-040-501.7750-01.	0	0	0
251	0	250	7790 Maintenance & Rental Contracts Evidence storage building alarm contract	250	250	250
0	529	1,000	7800 M & S Equipment	0	0	0

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 11 - POLICE Section : 046 - INVESTIGATIONS AND SUPPORT Program : 583 - EVIDENCE	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
11,393	16,910	15,650	<u>TOTAL MATERIALS AND SERVICES</u>	17,550	17,550	17,550
141,625	154,391	169,283	<i>TOTAL REQUIREMENTS</i>	183,736	181,950	181,950

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 11 - POLICE Section : 046 - INVESTIGATIONS AND SUPPORT Program : 586 - PROFESSIONAL STANDARDS	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
REQUIREMENTS						
<u>MATERIALS AND SERVICES</u>						
0	0	0	7550	Travel & Education	0	0
1,727	2,975	2,975	7660	Materials & Supplies	2,975	2,975
1,727	2,975	2,975		<u>TOTAL MATERIALS AND SERVICES</u>	2,975	2,975
1,727	2,975	2,975		TOTAL REQUIREMENTS	2,975	2,975

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 13 - MUNICIPAL COURT Section : 060 - COURT Program : N/A		2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES							
INTERGOVERNMENTAL							
13,673	12,870	0	4546	American Rescue Plan	0	0	0
0	0	0	4597	US Department of Justice	0	0	315,644
13,673	12,870	0	TOTAL INTERGOVERNMENTAL		0	0	315,644
FINES AND FORFEITURES							
330,495	326,752	360,000	6120	Fines & Bail Forfeitures The City of McMinnville's share of the Municipal Court fine and bail collections from Police Department issuance of citations into Municipal Court or Circuit Court.	252,000	252,000	252,000
50	20	100	6140	Peer Court Assessment Prior to 2012, individuals cited were assessed \$10 which was passed through to the Yamhill County Peer Court Program. The Court will continue to collect assessments on citations issued prior to 2012.	40	40	40
1,396	3,234	5,000	6150	Court Appointed Attorney Fees Municipal Court defendants charged with misdemeanors must be provided an attorney at City expense if the defendants allege they can not afford to hire counsel. Whenever possible, defendants are required to reimburse the City for court-appointed attorney costs.	3,500	3,500	3,500
331,941	330,007	365,100	TOTAL FINES AND FORFEITURES		255,540	255,540	255,540
MISCELLANEOUS							
256	413	500	6600-93	Other Income - Municipal Court	200	200	200
256	413	500	TOTAL MISCELLANEOUS		200	200	200
345,870	343,289	365,600	TOTAL RESOURCES		255,740	255,740	571,384

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 13 - MUNICIPAL COURT Section : 060 - COURT Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

590	1,933	0	7000	Salaries & Wages	0	0	0
208,742	227,027	215,900	7000-05	Salaries & Wages - Regular Full Time Finance Director - 0.10 FTE Court Supervisor - 1.00 FTE Senior Court Clerk - 0.95 FTE Court Clerk I - 1.00 FTE	250,856	250,856	258,795
48,636	83,925	132,398	7000-10	Salaries & Wages - Regular Part Time Judge - 0.38 FTE Court Clerk I - 0.60 FTE - (ARPA: 4 mths full-time; 8 mths part-time 24 hrs/wk) Municipal Court - Interpreter - 0.08 FTE Municipal Court Security Officer - 0.20 FTE	111,760	111,760	111,760
2,189	0	0	7000-15	Salaries & Wages - Temporary	0	0	0
1	16	5,000	7000-20	Salaries & Wages - Overtime	5,000	5,000	5,000
224	78	0	7300	Fringe Benefits	0	0	0
15,609	18,761	21,375	7300-05	Fringe Benefits - FICA - Social Security	22,242	22,242	22,722
3,650	4,388	5,122	7300-06	Fringe Benefits - FICA - Medicare	5,331	5,331	5,446
74,844	94,682	107,055	7300-15	Fringe Benefits - PERS - OPSRP - IAP	111,789	111,789	114,200
61,167	64,514	69,536	7300-20	Fringe Benefits - Medical Insurance	73,476	73,476	74,878
9,113	9,925	8,888	7300-22	Fringe Benefits - VEBA Plan	8,138	8,138	8,175
303	224	240	7300-25	Fringe Benefits - Life Insurance	240	240	243
746	599	616	7300-30	Fringe Benefits - Long Term Disability	645	645	663
339	334	387	7300-35	Fringe Benefits - Workers' Compensation Insurance	406	406	415
74	82	106	7300-37	Fringe Benefits - Workers' Benefit Fund	92	92	93
0	0	0	7300-40	Fringe Benefits - Unemployment	0	0	0
0	0	1,279	7300-45	Fringe Benefits - Paid Family Leave City Share	287	287	293
426,227	506,488	567,902	TOTAL PERSONNEL SERVICES		590,262	590,262	602,683

MATERIALS AND SERVICES

3,929	0	0	7500	Credit Card Fees	0	0	0
2,325	0	0	7510	Service Fees	0	0	0
840	0	0	7520	Public Notices & Printing	0	0	0

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 13 - MUNICIPAL COURT Section : 060 - COURT Program : N/A			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
413	468	700	7540	Employee Events		700	700	700
				Costs shared city-wide for employee training, materials, and events.				
635	4,281	7,000	7550	Travel & Education		7,000	7,000	7,000
				Professional memberships, dues, subscriptions, reference materials, and attendance at legal seminars for the City Judge, City Prosecutor, and Municipal Court staff; also includes travel and meal costs.				
4,473	4,960	5,560	7610-05	Insurance - Liability		2,666	2,666	2,567
5,581	5,000	5,700	7620	Telecommunications		6,000	6,000	6,000
0	990	1,500	7630	Uniforms		2,000	2,000	2,000
2,319	5,681	16,500	7660-05	Materials & Supplies - Office Supplies		17,000	17,000	17,000
2,892	4,911	6,500	7660-15	Materials & Supplies - Postage		5,000	5,000	5,000
1,792	1,313	800	7750	Professional Services		1,600	1,600	1,600
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				DMV, other general prof services	1	1,600	1,600	
0	1,755	1,300	7750-01	Professional Services - Audit & other city-wide prof svc		1,960	1,960	1,960
				Costs shared city-wide for audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses				
0	0	0	7750-04	Professional Services - Grants		0	0	315,644
5,025	600	6,500	7750-12	Professional Services - Contract Judge		1,500	1,500	1,500
				Back-up Judge if necessary to cover Judge's absences. FY22 had extraordinary cost during new Judge recruitment process.				
16,675	20,250	27,000	7750-15	Professional Services - Court Appointed Attorney		25,000	25,000	25,000
				Attorney costs for legal defense of Municipal Court defendants unable to afford their own legal counsel. Reimbursement of costs assessed against defendants received through revenue account 6150, Court Appointed Attorney Fees.				
0	0	0	7750-18	Professional Services - Contract Prosecutor		0	0	0
				Back-up prosecutor if necessary to cover City Prosecutor's absences and legal conflicts.				
31	83	200	7750-21	Professional Services - Security		200	200	200
				Security contract to provide panic button monitoring.				
50	20	100	7750-22	Professional Services - Peer Court Assessment		40	40	40
				Peer Court assessments collected by Municipal Court are passed through to the Yamhill County Peer Court Program.				
870	1,245	1,200	7800	M & S Equipment		1,200	1,200	1,200
11,483	11,814	12,110	7840	M & S Computer Charges		18,383	18,383	18,383
				I.S. Fund materials & supplies costs shared city-wide				
11,155	16,636	20,450	7840-25	M & S Computer Charges - Municipal Court		25,900	25,900	25,900

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 13 - MUNICIPAL COURT Section : 060 - COURT Program : N/A			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Polycom Replacement	1	2,500	2,500		
			Mobile Computer replacement	1	2,500	2,500		
			Shared Copier (CC, PL)	1	500	500		
			Adobe Pro licensing	1	200	200		
			Office 365 licensing	1	1,700	1,700		
			Caselle Utils/Integration	1	5,000	5,000		
			Caselle Maintenance	1	7,800	7,800		
			E-ticketing Maintenance	1	5,700	5,700		
314	205	500	8050 Trial Expense				2,000	2,000
			Juror, witness, and special interpreter fees for Municipal Court jury and non-jury trials.					2,000
70,803	80,213	113,620	<u>TOTAL MATERIALS AND SERVICES</u>			118,149	118,149	433,694
			<u>CAPITAL OUTLAY</u>					
1,070	0	3,247	8750 Capital Outlay Computer Charges				1,941	1,941
			I.S. Fund capital outlay costs shared city-wide					1,941
1,070	0	3,247	<u>TOTAL CAPITAL OUTLAY</u>			1,941	1,941	1,941
498,100	586,700	684,769	<u>TOTAL REQUIREMENTS</u>			710,352	710,352	1,038,318

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 13 - MUNICIPAL COURT Section : 063 - PARKING TICKETS Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES						
<u>FINES AND FORFEITURES</u>						
1,949	10,909	12,000	6130 Parking Tickets Downtown Parking Patrol and Police Officer parking citations revenue.	15,000	15,000	15,000
1,949	10,909	12,000	<u>TOTAL FINES AND FORFEITURES</u>	15,000	15,000	15,000
1,949	10,909	12,000	<i>TOTAL RESOURCES</i>	15,000	15,000	15,000

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 13 - MUNICIPAL COURT Section : 063 - PARKING TICKETS Program : N/A		2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
REQUIREMENTS							
<u>PERSONNEL SERVICES</u>							
9,843	8,214	3,336	7000-05	Salaries & Wages - Regular Full Time Senior Court Clerk - 0.05 FTE	3,542	3,542	3,542
0	0	0	7000-10	Salaries & Wages - Regular Part Time	0	0	0
0	0	501	7000-20	Salaries & Wages - Overtime	0	0	0
578	479	232	7300-05	Fringe Benefits - FICA - Social Security	214	214	214
135	112	55	7300-06	Fringe Benefits - FICA - Medicare	51	51	51
2,859	2,386	1,162	7300-15	Fringe Benefits - PERS - OPSRP - IAP	1,078	1,078	1,078
3,527	2,913	1,122	7300-20	Fringe Benefits - Medical Insurance	1,166	1,166	1,166
0	150	150	7300-22	Fringe Benefits - VEBA Plan	150	150	150
15	8	3	7300-25	Fringe Benefits - Life Insurance	3	3	3
42	21	8	7300-30	Fringe Benefits - Long Term Disability	8	8	8
14	9	5	7300-35	Fringe Benefits - Workers' Compensation Insurance	4	4	4
3	2	1	7300-37	Fringe Benefits - Workers' Benefit Fund	1	1	1
0	0	12	7300-45	Fringe Benefits - Paid Family Leave City Share	3	3	3
17,015	14,294	6,587	<u>TOTAL PERSONNEL SERVICES</u>		6,220	6,220	6,220
<u>MATERIALS AND SERVICES</u>							
8	81	100	7510	Service Fees	0	0	0
0	0	100	7750-01	Professional Services - Audit & other city-wide prof svc Costs shared city-wide for Audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses	0	0	0
8	81	200	<u>TOTAL MATERIALS AND SERVICES</u>		0	0	0
17,024	14,376	6,787	<u>TOTAL REQUIREMENTS</u>		6,220	6,220	6,220

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 15 - FIRE Section : 070 - FIRE ADMINISTRATION & OPERATIONS Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
<u>RESOURCES</u>						
<u>LICENSES AND PERMITS</u>						
0	0	0	4213-15 Specialty Business License - Care Homes	0	0	0
8,660	8,140	0	4490 Licenses & Permits - Misc	0	0	0
8,660	8,140	0	TOTAL LICENSES AND PERMITS	0	0	0
<u>INTERGOVERNMENTAL</u>						
0	0	0	4545 Federal FEMA Grant	0	0	0
35,424	52,651	0	4555 Ground Emergency Medical Transport (GEMT) Reimbursement	0	0	0
0	1,500	0	4773-05 OR Dept of Public Safety Standards & Training (DPSST) - Wildland Training Grant	0	0	0
0	25,063	0	4774-05 OR State Fire Marshall - 2022 Wildfire Season Staff Grant	0	0	0
27,072	15,690	0	4840-05 OR Conflagration Reimbursement - Personnel	0	0	0
17,474	6,619	0	4840-10 OR Conflagration Reimbursement - Equipment	0	0	0
0	0	0	5030 McMinnville Rural Fire District	0	0	0
410,447	573,016	0	5030-05 McMinnville Rural Fire District - Contract Fire Protection	0	0	0
64,229	0	0	5035-10 Amity Fire District - Admin/Training Svcs Contract	0	0	0
0	0	0	5036 City of Dundee	0	0	0
554,646	674,539	0	TOTAL INTERGOVERNMENTAL	0	0	0
<u>CHARGES FOR SERVICES</u>						
1,684	5,281	0	5340 Fire Department Service Fees	0	0	0
28,512	29,082	0	5400 Property Rentals	0	0	0
30,196	34,363	0	TOTAL CHARGES FOR SERVICES	0	0	0
<u>FINES AND FORFEITURES</u>						
0	0	0	6115 Code Enforcement	0	0	0
0	0	0	TOTAL FINES AND FORFEITURES	0	0	0
<u>MISCELLANEOUS</u>						
24,481	25,963	0	6310-07 Interest - LOSAP	0	0	0
6,381	4,029	0	6410 Donations - Fire	0	0	0
2,302	5,984	0	6600 Other Income	0	0	0

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 15 - FIRE Section : 070 - FIRE ADMINISTRATION & OPERATIONS Program : N/A		2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
19,609	3,844	0	6600-05	Other Income - Workers' Comp Reimbursement	0	0	0
0	0	0	6600-07	Other Income - LOSAP	0	0	0
24,778	29,743	0	6600-22	Other Income - Airshow	0	0	0
77,551	69,563	0	<u>TOTAL MISCELLANEOUS</u>		0	0	0
<u>OTHER FINANCING SOURCE</u>							
11,700	0	0	6845	Proceeds from asset sale	0	0	0
11,700	0	0	<u>TOTAL OTHER FINANCING SOURCE</u>		0	0	0
682,753	786,606	0	<u>TOTAL RESOURCES</u>		0	0	0

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 15 - FIRE Section : 070 - FIRE ADMINISTRATION & OPERATIONS Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
REQUIREMENTS						
<u>PERSONNEL SERVICES</u>						
4,742	2,320	0	7000	Salaries & Wages	0	0
1,359,120	1,466,631	0	7000-05	Salaries & Wages - Regular Full Time	0	0
13,937	0	0	7000-10	Salaries & Wages - Regular Part Time	0	0
7,665	30,680	0	7000-15	Salaries & Wages - Temporary	0	0
23,630	20,085	0	7000-17	Salaries & Wages - Volunteer Reimbursement	0	0
333,972	246,454	0	7000-20	Salaries & Wages - Overtime	0	0
525	1,600	0	7000-37	Salaries & Wages - Medical Opt Out Incentive	0	0
848	3,509	0	7300	Fringe Benefits	0	0
105,345	106,725	0	7300-05	Fringe Benefits - FICA - Social Security	0	0
24,686	25,066	0	7300-06	Fringe Benefits - FICA - Medicare	0	0
550,595	523,643	0	7300-15	Fringe Benefits - PERS - OPSRP - IAP	0	0
240,694	249,723	0	7300-20	Fringe Benefits - Medical Insurance	0	0
46,356	49,382	0	7300-22	Fringe Benefits - VEBA Plan	0	0
1,271	1,086	0	7300-25	Fringe Benefits - Life Insurance	0	0
4,562	3,375	0	7300-30	Fringe Benefits - Long Term Disability	0	0
49,280	55,542	0	7300-35	Fringe Benefits - Workers' Compensation Insurance	0	0
427	475	0	7300-37	Fringe Benefits - Workers' Benefit Fund	0	0
0	0	0	7300-40	Fringe Benefits - Unemployment	0	0
0	0	0	7300-45	Fringe Benefits - Paid Family Leave City Share	0	0
989	226	0	7400-05	Fringe Benefits - Volunteers - Life Insurance	0	0
11,296	12,493	0	7400-10	Fringe Benefits - Volunteers - Workers' Compensation Insurance	0	0
25,649	26,341	0	7400-15	Fringe Benefits - Volunteers - Fire Volunteer LOSA - Current	0	0
0	0	0	7400-21	Fringe Benefits - Volunteers - Fire Volunteer LOSA - Life Ins	0	0
7,347	6,341	0	7400-25	Fringe Benefits - Volunteers - Volunteer Accident Insurance	0	0
2,812,937	2,831,696	0	<u>TOTAL PERSONNEL SERVICES</u>		0	0
<u>MATERIALS AND SERVICES</u>						
0	1,289	0	7515	City Services Charge expense	0	0

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 15 - FIRE Section : 070 - FIRE ADMINISTRATION & OPERATIONS Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
0	0	0	7530 Training	0	0	0
1,885	4,158	0	7540 Employee Events	0	0	0
24,438	28,013	0	7550 Travel & Education	0	0	0
26,900	32,683	0	7590 Fuel - Vehicle & Equipment	0	0	0
16,509	22,363	0	7600 Utilities	0	0	0
0	0	0	7600-04 Utilities - Water	0	0	0
26,646	34,000	0	7610-05 Insurance - Liability	0	0	0
30,527	30,429	0	7610-10 Insurance - Property	0	0	0
24,438	24,614	0	7620 Telecommunications	0	0	0
15,463	15,260	0	7630-05 Uniforms - Employee	0	0	0
58,049	65,289	0	7630-15 Uniforms - Protective Clothing	0	0	0
11,960	10,123	0	7650 Janitorial	0	0	0
17,341	24,549	0	7660 Materials & Supplies	0	0	0
6,381	4,029	0	7680 Materials & Supplies - Donations	0	0	0
2,146	388	0	7700 Hazardous Materials	0	0	0
0	1,500	0	7710 Materials & Supplies - Grants	0	0	0
788	784	0	7720 Repairs & Maintenance	0	0	0
2,178	9,526	0	7720-06 Repairs & Maintenance - Equipment	0	0	0
67,615	36,639	0	7720-08 Repairs & Maintenance - Building Repairs	0	0	0
100,160	157,444	0	7720-14 Repairs & Maintenance - Vehicles	0	0	0
2,893	384	0	7720-16 Repairs & Maintenance - Radio & Pagers	0	0	0
4,257	7,621	0	7720-22 Repairs & Maintenance - Breathing Apparatus	0	0	0
137,844	162,772	0	7750 Professional Services	0	0	0
0	10,045	0	7750-01 Professional Services - Audit & other city-wide prof svc	0	0	0
18,016	23,206	0	7790 Maintenance & Rental Contracts	0	0	0
2,146	5,591	0	7800 M & S Equipment	0	0	0
2,947	893	0	7800-09 M & S Equipment - Radios	0	0	0
12,500	7,022	0	7800-30 M & S Equipment - Breathing Apparatus	0	0	0
0	0	0	7820 M & S Equipment - Grants	0	0	0
35,726	48,734	0	7840 M & S Computer Charges	0	0	0

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 15 - FIRE Section : 070 - FIRE ADMINISTRATION & OPERATIONS Program : N/A		2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
45,134	46,968	0	7840-30	M & S Computer Charges - Fire	0	0	0
72,060	72,939	0	8090	Hydrant Rental & Maintenance	0	0	0
3,846	12,918	0	8110	Hoses, Nozzles, & Adapters	0	0	0
5,321	5,606	0	8120	Hose & Ladder Testing	0	0	0
776,114	907,776	0	<u>TOTAL MATERIALS AND SERVICES</u>		0	0	0
<u>CAPITAL OUTLAY</u>							
0	0	0	8710	Equipment	0	0	0
0	0	0	8720	Equipment - Grants	0	0	0
3,330	0	0	8750	Capital Outlay Computer Charges	0	0	0
0	0	0	8750-30	Capital Outlay Computer Charges - Fire	0	0	0
16,128	0	0	8800	Building Improvements	0	0	0
0	0	0	8850	Vehicles	0	0	0
19,459	0	0	<u>TOTAL CAPITAL OUTLAY</u>		0	0	0
<u>DEBT SERVICE</u>							
90,839	93,677	0	9442-05	2014 Fire Vehicle Financing - Principal	0	0	0
24,453	21,615	0	9442-10	2014 Fire Vehicle Financing - Interest	0	0	0
115,291	115,291	0	<u>TOTAL DEBT SERVICE</u>		0	0	0
3,723,801	3,854,763	0	<u>TOTAL REQUIREMENTS</u>		0	0	0

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 15 - FIRE Section : 073 - FIRE PREVENTION & LIFE SAFETY Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
REQUIREMENTS						
<u>PERSONNEL SERVICES</u>						
210,517	226,584	0	7000-05	Salaries & Wages - Regular Full Time	0	0
0	2,519	0	7000-15	Salaries & Wages - Temporary	0	0
185	3,066	0	7000-17	Salaries & Wages - Volunteer Reimbursement	0	0
8,267	10,713	0	7000-20	Salaries & Wages - Overtime	0	0
13,254	14,754	0	7300-05	Fringe Benefits - FICA - Social Security	0	0
3,100	3,451	0	7300-06	Fringe Benefits - FICA - Medicare	0	0
69,142	77,504	0	7300-15	Fringe Benefits - PERS - OPSRP - IAP	0	0
36,026	38,830	0	7300-20	Fringe Benefits - Medical Insurance	0	0
6,500	7,500	0	7300-22	Fringe Benefits - VEBA Plan	0	0
168	127	0	7300-25	Fringe Benefits - Life Insurance	0	0
771	521	0	7300-30	Fringe Benefits - Long Term Disability	0	0
8,004	8,482	0	7300-35	Fringe Benefits - Workers' Compensation Insurance	0	0
40	39	0	7300-37	Fringe Benefits - Workers' Benefit Fund	0	0
0	0	0	7300-40	Fringe Benefits - Unemployment	0	0
0	0	0	7300-45	Fringe Benefits - Paid Family Leave City Share	0	0
97	167	0	7400-10	Fringe Benefits - Volunteers - Workers' Compensation Insurance	0	0
356,071	394,258	0	<u>TOTAL PERSONNEL SERVICES</u>		0	0
<u>MATERIALS AND SERVICES</u>						
101	6	0	7540	Employee Events	0	0
5,024	5,661	0	7550	Travel & Education	0	0
0	0	0	7680	Materials & Supplies - Donations	0	0
0	0	0	7710	Materials & Supplies - Grants	0	0
1,540	100	0	7750	Professional Services	0	0
0	23	0	7750-01	Professional Services - Audit & other city-wide prof svc	0	0
4,136	4,970	0	8080	Fire Prevention Education	0	0
10,801	10,759	0	<u>TOTAL MATERIALS AND SERVICES</u>		0	0
366,871	405,017	0	<u>TOTAL REQUIREMENTS</u>		0	0

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 15 - FIRE Section : 079 - AMBULANCE Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
<u>RESOURCES</u>						
<u>INTERGOVERNMENTAL</u>						
0	0	0	4545 Federal FEMA Grant	0	0	0
0	32,112	0	4546 American Rescue Plan	0	0	0
0	0	0	4549-05 US Dept of Health & Human Services - CARES Act Provider Relief Fund	0	0	0
80,052	122,852	0	4555 Ground Emergency Medical Transport (GEMT) Reimbursement	0	0	0
679,197	570,829	0	4555-05 Ground Emergency Medical Transport (GEMT) Reimbursement - Coordinated Care Org (CCO)	0	0	0
5,805	11,259	0	4840-05 OR Conflagration Reimbursement - Personnel	0	0	0
0	0	0	4840-10 OR Conflagration Reimbursement - Equipment	0	0	0
57,340	0	0	5035-10 Amity Fire District - Admin/Training Svcs Contract	0	0	0
0	0	0	5036 City of Dundee	0	0	0
822,393	737,052	0	<u>TOTAL INTERGOVERNMENTAL</u>	0	0	0
<u>CHARGES FOR SERVICES</u>						
3,115,521	3,237,745	0	5700 Transport Fees	0	0	0
147,475	134,276	0	5710 FireMed Fees	0	0	0
3,262,996	3,372,021	0	<u>TOTAL CHARGES FOR SERVICES</u>	0	0	0
<u>MISCELLANEOUS</u>						
0	0	0	6460 Donations - Ambulance	0	0	0
1,106	5,115	0	6600 Other Income	0	0	0
36,417	7,140	0	6600-05 Other Income - Workers' Comp Reimbursement	0	0	0
13,342	16,016	0	6600-22 Other Income - Airshow	0	0	0
20,371	14,706	0	6610 Collections - EMS	0	0	0
71,237	42,977	0	<u>TOTAL MISCELLANEOUS</u>	0	0	0
<u>OTHER FINANCING SOURCE</u>						
7,100	0	0	6845 Proceeds from asset sale	0	0	0
7,100	0	0	<u>TOTAL OTHER FINANCING SOURCE</u>	0	0	0
4,163,727	4,152,050	0	<u>TOTAL RESOURCES</u>	0	0	0

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 15 - FIRE Section : 079 - AMBULANCE Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
REQUIREMENTS						
<u>PERSONNEL SERVICES</u>						
4,190	7,587	0	7000	Salaries & Wages	0	0
2,008,601	2,236,516	0	7000-05	Salaries & Wages - Regular Full Time	0	0
25,883	0	0	7000-10	Salaries & Wages - Regular Part Time	0	0
584,845	451,590	0	7000-20	Salaries & Wages - Overtime	0	0
175	1,600	0	7000-37	Salaries & Wages - Medical Opt Out Incentive	0	0
-797	6,789	0	7300	Fringe Benefits	0	0
159,335	163,008	0	7300-05	Fringe Benefits - FICA - Social Security	0	0
37,280	38,246	0	7300-06	Fringe Benefits - FICA - Medicare	0	0
850,365	808,167	0	7300-15	Fringe Benefits - PERS - OPSRP - IAP	0	0
352,100	385,346	0	7300-20	Fringe Benefits - Medical Insurance	0	0
73,644	77,656	0	7300-22	Fringe Benefits - VEBA Plan	0	0
1,899	1,733	0	7300-25	Fringe Benefits - Life Insurance	0	0
6,672	5,116	0	7300-30	Fringe Benefits - Long Term Disability	0	0
77,741	89,521	0	7300-35	Fringe Benefits - Workers' Compensation Insurance	0	0
665	757	0	7300-37	Fringe Benefits - Workers' Benefit Fund	0	0
0	0	0	7300-40	Fringe Benefits - Unemployment	0	0
0	0	0	7300-45	Fringe Benefits - Paid Family Leave City Share	0	0
4,182,598	4,273,633	0	<u>TOTAL PERSONNEL SERVICES</u>		0	0
<u>MATERIALS AND SERVICES</u>						
1,951	1,966	0	7500	Credit Card Fees	0	0
0	121	0	7515	City Services Charge expense	0	0
1,340	75	0	7540	Employee Events	0	0
17,044	24,569	0	7550	Travel & Education	0	0
57,085	61,516	0	7590	Fuel - Vehicle & Equipment	0	0
5,320	3,307	0	7600	Utilities	0	0
0	0	0	7600-04	Utilities - Water	0	0
31,222	38,983	0	7610-05	Insurance - Liability	0	0

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 15 - FIRE Section : 079 - AMBULANCE Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
16,873	15,604	0	7610-10 Insurance - Property	0	0	0
27,817	26,051	0	7620 Telecommunications	0	0	0
18,208	24,072	0	7630-05 Uniforms - Employee	0	0	0
88	208	0	7640 Laundry	0	0	0
249	3,374	0	7650 Janitorial	0	0	0
21,138	29,451	0	7660 Materials & Supplies	0	0	0
0	164	0	7660-15 Materials & Supplies - Postage	0	0	0
120,964	131,354	0	7660-45 Materials & Supplies - Medical Equipment & Supplies	0	0	0
1,600	1,765	0	7660-55 Materials & Supplies - Oxygen	0	0	0
0	0	0	7680 Materials & Supplies - Donations	0	0	0
6,797	4,576	0	7720-06 Repairs & Maintenance - Equipment	0	0	0
18,397	12,159	0	7720-08 Repairs & Maintenance - Building Repairs	0	0	0
72,040	104,359	0	7720-14 Repairs & Maintenance - Vehicles	0	0	0
2,493	712	0	7720-16 Repairs & Maintenance - Radio & Pagers	0	0	0
19,624	20,048	0	7735 Rental Property	0	0	0
264,640	261,583	0	7750 Professional Services	0	0	0
0	6,259	0	7750-01 Professional Services - Audit & other city-wide prof svc	0	0	0
13,407	15,473	0	7790 Maintenance & Rental Contracts	0	0	0
2,146	140	0	7800 M & S Equipment	0	0	0
1,034	1,659	0	7800-09 M & S Equipment - Radios	0	0	0
29,346	32,490	0	7840 M & S Computer Charges	0	0	0
32,984	19,605	0	7840-95 M & S Computer Charges - Ambulance	0	0	0
0	0	0	8070 FireMed Promotion	0	0	0
783,808	841,644	0	<u>TOTAL MATERIALS AND SERVICES</u>	0	0	0
			<u>CAPITAL OUTLAY</u>			
0	19,901	0	8710 Equipment	0	0	0
0	0	0	8710-22 Equipment - EMS Defibrillators	0	0	0
2,736	0	0	8750 Capital Outlay Computer Charges	0	0	0
0	0	0	8750-95 Capital Outlay Computer Charges - Ambulance	0	0	0
5,376	0	0	8800 Building Improvements	0	0	0

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 15 - FIRE Section : 079 - AMBULANCE Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
0	198,686	0	8850 Vehicles	0	0	0
0	32,112	0	8850-15 Vehicles - Grants	0	0	0
8,112	250,699	0	TOTAL CAPITAL OUTLAY	0	0	0
4,974,517	5,365,976	0	TOTAL REQUIREMENTS	0	0	0

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 001 - ADMINISTRATION Program : N/A		2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES							
<u>INTERGOVERNMENTAL</u>							
0	53,967	0	4546	American Rescue Plan	0	0	0
0	53,967	0		TOTAL INTERGOVERNMENTAL	0	0	0
<u>MISCELLANEOUS</u>							
0	0	0	6420	Donations - Parks & Recreation	0	0	0
820	-215	5,000	6420-02	Donations - Parks & Recreation - Community Events Account #8140 Community Events is the expenditure line but they are not matching accounts. #6420-02 only funds a portion of the expenditures in #8140.	2,000	2,000	2,000
0	5,552	10,000	6420-05	Donations - Parks & Recreation - Scholarships Scholarship revenue that is disbursed to Parks & Recreation programs	10,000	10,000	10,000
0	6,381	23,315	6420-06	Donations - Parks & Recreation - Sponsorships Sponsorships to support Parks & Recreation programs.	27,000	27,000	27,000
2,260	1,485	3,000	6600	Other Income Miscellaneous Income including large event permits or revenue from food carts as part of community events	3,000	3,000	3,000
3,080	13,203	41,315		TOTAL MISCELLANEOUS	42,000	42,000	42,000
3,080	67,170	41,315		TOTAL RESOURCES	42,000	42,000	42,000

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 001 - ADMINISTRATION Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

792	187	0	7000 Salaries & Wages	0	0	0
114,972	129,377	138,836	7000-05 Salaries & Wages - Regular Full Time Parks & Recreation Director - 1.00 FTE	147,535	147,535	147,535
500	0	0	7000-37 Salaries & Wages - Medical Opt Out Incentive	0	0	0
679	97	0	7300 Fringe Benefits	0	0	0
7,081	7,881	8,400	7300-05 Fringe Benefits - FICA - Social Security	8,926	8,926	8,926
1,656	1,843	2,013	7300-06 Fringe Benefits - FICA - Medicare	2,139	2,139	2,139
41,697	46,805	51,174	7300-15 Fringe Benefits - PERS - OPSRP - IAP	54,574	54,574	54,574
9,211	16,017	16,320	7300-20 Fringe Benefits - Medical Insurance	16,950	16,950	16,950
2,000	2,000	2,000	7300-22 Fringe Benefits - VEBA Plan	2,000	2,000	2,000
80	60	60	7300-25 Fringe Benefits - Life Insurance	60	60	60
434	319	318	7300-30 Fringe Benefits - Long Term Disability	342	342	342
2,030	1,566	1,763	7300-35 Fringe Benefits - Workers' Compensation Insurance	2,066	2,066	2,066
18	19	23	7300-37 Fringe Benefits - Workers' Benefit Fund	21	21	21
0	0	510	7300-45 Fringe Benefits - Paid Family Leave City Share	115	115	115
506	554	698	7400-10 Fringe Benefits - Volunteers - Workers' Compensation Insurance	632	632	632
181,658	206,725	222,115	TOTAL PERSONNEL SERVICES	235,360	235,360	235,360

MATERIALS AND SERVICES

0	453	0	7500 Credit Card Fees	100	100	100
0	0	0	7520 Public Notices & Printing Moved to 7520-15, Public Notice & Printing - Brochure	0	0	0
49,811	54,651	55,000	7520-15 Public Notices & Printing - Brochure Outreach and inclusion efforts for Parks and Recreation activities and planning.	62,000	62,000	62,000
73	88	200	7540 Employee Events Costs shared city-wide for employee training, materials, and events.	200	200	200
2,884	7,683	10,000	7550 Travel & Education Professional development conferences and workshop fees including membership fees for State and National Park and Recreation Association.	10,000	10,000	10,000
936	1,111	1,250	7610-05 Insurance - Liability	2,129	2,129	2,050
0	0	0	7610-10 Insurance - Property	446	446	434
472	459	700	7620 Telecommunications	700	700	700

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 001 - ADMINISTRATION Program : N/A			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
467	734	1,000	7660	Materials & Supplies		1,000	1,000	1,000
0	0	0	7680	Materials & Supplies - Donations		0	0	0
				Matching line for admin donations - 6420				
3,310	114	32,000	7750	Professional Services		359,000	359,000	359,000
				ADD PACKAGE to support council goal for a new recreation center. Annual funds for minor consulting projects geared towards supporting council and department initiatives.				
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Minor consulting geared towards supporting dept initiatives	1	20,000	20,000	
				ADD PACKAGE: general consulting for capital bond	1	339,000	339,000	
0	1,165	3,300	7750-01	Professional Services - Audit & other city-wide prof svc		8,620	8,620	8,620
				Costs shared city-wide for audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses				
0	0	100,000	7750-04	Professional Services - Grants		100,000	100,000	100,000
				ARPA project funding to support City Council priority for a new recreation center and pool				
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Polling and communications	1	60,000	60,000	
				Engineering support	1	40,000	40,000	
1,283	1,477	1,514	7840	M & S Computer Charges		2,298	2,298	2,298
				I.S. Fund materials & supplies costs shared city-wide				
1,735	1,440	2,300	7840-35	M & S Computer Charges - Parks & Rec Administration		2,340	2,340	2,340
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				WhenToWork renewal	1	600	600	
				Activenet renewal	1	1,440	1,440	
				Office 365 licensing	1	300	300	
0	5,552	10,000	8137	Scholarships Utilized		10,000	10,000	10,000
				Parks & Recreation Scholarships matched with revenue account #6420-05 Donations - Parks & Recreation Scholarships				
0	6,381	23,315	8138	Sponsorships Utilized		27,000	27,000	27,000
				Parks & Recreation Sponsorships matched with revenue account #6420-06 Donations - Parks & Recreation Sponsorships				
21,282	24,729	27,000	8140	Community Events		27,000	27,000	27,000
				Core Services: Removing barriers to participation. This is for special, free, community wide events, Parks and Rec month, concerts, movies (Summer Fun, etc.). Admin donation line item 6420-02 funds some of this.				
82,253	106,037	267,579	TOTAL MATERIALS AND SERVICES			612,833	612,833	612,742
CAPITAL OUTLAY								
119	0	406	8750	Capital Outlay Computer Charges		243	243	243
				I.S. Fund capital outlay costs shared city-wide				

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 001 - ADMINISTRATION Program : N/A		2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
0	0	14,000	8750-35	Capital Outlay Computer Charges - Parks & Rec Administration	0	0	0
0	53,967	0	8850-15	Vehicles - Grants	0	0	0
119	53,967	14,406		TOTAL CAPITAL OUTLAY	243	243	243
264,030	366,729	504,100		TOTAL REQUIREMENTS	848,436	848,436	848,345

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 087 - AQUATIC CENTER Program : 501 - ADMINISTRATION	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES						
<u>CHARGES FOR SERVICES</u>						
17,389	24,520	36,000	5360-05 Admissions - Child/Student Aquatic Center daily child/student admission fees.	35,000	35,000	35,000
31,882	46,461	51,000	5360-10 Admissions - Adult/Seniors Aquatic Center daily adult/senior admission fees.	56,000	56,000	56,000
39,152	61,850	61,000	5370-05 Memberships - Family Aquatic Center family memberships.	66,000	66,000	66,000
66,475	104,935	96,000	5370-10 Memberships - Individual Aquatic Center individual memberships.	100,000	100,000	100,000
255	5,595	11,000	5380-05 Facility Rentals - Pool & Facility Aquatic Center facility rental fees received from private groups, public agencies, schools, businesses, and other organizations.	12,000	12,000	12,000
12,012	19,237	16,500	5380-10 Facility Rentals - McM Swim Club & McM High School Mac Swim Club (MSC) and Mac High School swim team reimbursement for lifeguard costs from meets/practices.	17,500	17,500	17,500
Budget Note: In addition, the MSC families purchase approximately \$27,000 in family and single memberships.						
1,820	2,315	3,500	5380-15 Facility Rentals - Lockers & Equipment	3,500	3,500	3,500
168,984	264,913	275,000	<u>TOTAL CHARGES FOR SERVICES</u>	290,000	290,000	290,000
<u>MISCELLANEOUS</u>						
0	0	0	6420 Donations - Parks & Recreation	0	0	0
308	420	0	6420-05 Donations - Parks & Recreation - Scholarships	0	0	0
0	0	4,500	6420-06 Donations - Parks & Recreation - Sponsorships Parks & Recreation Sponsorships for Aquatic Center programs.	2,500	2,500	2,500
0	460	0	6420-10 Donations - Parks & Recreation - Equipment Donations that fund Aquatic Center expenditure account 7810, M&S Equipment-Donations. Donations used to purchase Aquatic Center equipment.	0	0	0
129	238	0	6600 Other Income	100	100	100
437	1,117	4,500	<u>TOTAL MISCELLANEOUS</u>	2,600	2,600	2,600
169,421	266,030	279,500	<u>TOTAL RESOURCES</u>	292,600	292,600	292,600

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 087 - AQUATIC CENTER Program : 501 - ADMINISTRATION	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

2,731	1,545	0	7000	Salaries & Wages	0	0	0
199,713	223,307	239,090	7000-05	Salaries & Wages - Regular Full Time Recreation Manager - 1.00 FTE Recreation Supervisor - 1.00 FTE Management Support Specialist - 1.00 FTE	260,437	260,437	260,437
32,552	35,401	38,110	7000-10	Salaries & Wages - Regular Part Time Recreation Program Coordinator - 0.60 FTE Head Guard - Shift Supervisor - 0.39 FTE Head Guard - 1.06 FTE Lifeguard / Swim Instructor - 3.56 FTE Customer Service Assistant - 0.79 FTE	233,443	233,443	233,443
112,974	154,642	174,007	7000-15	Salaries & Wages - Temporary	0	0	0
94	407	525	7000-20	Salaries & Wages - Overtime	500	500	500
946	670	0	7300	Fringe Benefits	0	0	0
21,008	25,270	27,330	7300-05	Fringe Benefits - FICA - Social Security	29,909	29,909	29,909
4,913	5,910	6,551	7300-06	Fringe Benefits - FICA - Medicare	7,168	7,168	7,168
93,995	110,749	117,077	7300-15	Fringe Benefits - PERS - OPSRP - IAP	133,251	133,251	133,251
51,705	53,376	54,370	7300-20	Fringe Benefits - Medical Insurance	64,598	64,598	64,598
7,000	7,000	7,000	7300-22	Fringe Benefits - VEBA Plan	8,000	8,000	8,000
320	240	240	7300-25	Fringe Benefits - Life Insurance	300	300	300
830	646	636	7300-30	Fringe Benefits - Long Term Disability	754	754	754
12,858	12,887	13,507	7300-35	Fringe Benefits - Workers' Compensation Insurance	14,586	14,586	14,586
163	190	210	7300-37	Fringe Benefits - Workers' Benefit Fund	198	198	198
0	0	0	7300-40	Fringe Benefits - Unemployment	0	0	0
0	0	1,657	7300-45	Fringe Benefits - Paid Family Leave City Share	386	386	386
6	93	50	7400-10	Fringe Benefits - Volunteers - Workers' Compensation Insurance	45	45	45
541,808	632,332	680,360	<u>TOTAL PERSONNEL SERVICES</u>		753,575	753,575	753,575

MATERIALS AND SERVICES

5,119	8,054	7,500	7500	Credit Card Fees	8,500	8,500	8,500
0	832	1,700	7515	City Services Charge expense	1,700	1,700	1,700

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 087 - AQUATIC CENTER Program : 501 - ADMINISTRATION			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
51	0	100	7530	Training		150	150	150
				State and federal law mandates lifeguard and first aid providers must be provided training and inoculations against hepatitis B viruses; additional training is required due to changing OSHA rules and regulations.				
261	309	600	7540	Employee Events		1,600	1,600	1,600
				Costs shared city-wide for employee training, materials, and events.				
1,170	945	2,000	7550	Travel & Education		2,250	2,250	2,250
				Primarily re-certification training for Aquatic Center lifeguards. May also include limited registration fees and other expenses associated with professional development workshops.				
87,083	106,778	90,000	7600	Utilities		100,000	100,000	100,000
0	0	0	7600-04	Utilities - Water		0	0	0
6,023	5,817	6,480	7610-05	Insurance - Liability		6,451	6,451	6,212
9,180	10,639	13,190	7610-10	Insurance - Property		14,986	14,986	14,579
3,723	3,718	5,250	7620	Telecommunications		5,500	5,500	5,500
				General facility phone line usage expense including manager, supervisor, and business office cell phones.				
27,617	45,291	50,250	7650-10	Janitorial - Services		50,250	50,250	50,250
1,476	2,142	5,000	7650-15	Janitorial - Supplies		5,000	5,000	5,000
832	1,862	1,500	7660-05	Materials & Supplies - Office Supplies		1,500	1,500	1,500
0	0	0	7680	Materials & Supplies - Donations		0	0	0
7,735	13,857	15,000	7690	Chemicals		16,000	16,000	16,000
				Chemicals used to sanitize, oxidize, and test pool water as prescribed by state code; i.e., chlorine, carbon dioxide, sodium bicarbonate, soda ash, calcium carbonate, and sodium thiosulfate.				
75,657	58,486	75,000	7720	Repairs & Maintenance		75,000	75,000	75,000
				General day to day repairs and maintenance of the AC building including hvac, electrical, plumbing and mechanical systems. Budget Note: minimum anticipated given current condition of the building.				
1,050	0	0	7750	Professional Services		0	0	0
0	1,917	500	7750-01	Professional Services - Audit & other city-wide prof svc		0	0	0
6,267	13,044	17,500	7790	Maintenance & Rental Contracts		19,000	19,000	19,000
				Annual chlorinator service, hvac preventative maintenance visits, annual fire prevention system testing, fire alarm monitoring, copy machine contract, garbage service, etc. Budget Note: chlorinator service costs have significantly increased.				
0	0	0	7800	M & S Equipment		4,854	4,854	4,854
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>		<u>Total</u>
				Fire Alarm Control Panel, Multiplex, Replace	1	4,854		4,854
250	180	300	7800-03	M & S Equipment - Office		300	300	300
				Miscellaneous office equipment such as tables and chairs.				

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 087 - AQUATIC CENTER Program : 501 - ADMINISTRATION			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
0	0	0	7800-36	M & S Equipment - Weight Room		0	0	0
0	460	0	7810	M & S Equipment - Donations Donations used to purchase Aquatic Center equipment. Funded by revenue account 6420-10, Donations-Parks & Recreation-Equipment.		0	0	0
6,380	7,384	7,569	7840	M & S Computer Charges I.S. Fund materials & supplies costs shared city-wide		13,787	13,787	13,787
4,630	2,341	5,760	7840-40	M & S Computer Charges - Aquatic Center		11,090	11,090	11,090
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Replacement Computer	1	1,800	1,800	
				New Mobile Computer	1	2,750	2,750	
				Printer maintenance	1	1,000	1,000	
				New Monitors	1	1,000	1,000	
				Activenet peripherals	1	1,500	1,500	
				Activenet Renewal	1	1,440	1,440	
				Office 365 licensing	1	1,600	1,600	
3,776	5,471	7,000	8130	Recreation Program Expenses Purchase of general recreation program supplies.		7,000	7,000	7,000
0	0	2,000	8138	Sponsorships Utilized Parks & Recreation Sponsorships matched with revenue account #6420-06 Donations - Parks & Recreation Sponsorships and some Survival Swim lifeguard personnel expense.		2,500	2,500	2,500
248,280	289,527	314,199	TOTAL MATERIALS AND SERVICES			347,418	347,418	346,772
CAPITAL OUTLAY								
26,700	0	0	8710	Equipment		0	0	0
595	0	2,029	8750	Capital Outlay Computer Charges I.S. Fund capital outlay costs shared city-wide		1,456	1,456	1,456
27,295	0	2,029	TOTAL CAPITAL OUTLAY			1,456	1,456	1,456
817,382	921,860	996,588	TOTAL REQUIREMENTS			1,102,449	1,102,449	1,101,803

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 087 - AQUATIC CENTER Program : 621 - SWIM LESSONS	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES						
CHARGES FOR SERVICES						
35,101	67,842	85,000	5350 Registration Fees Aquatic Center - Swim Lessons	100,000	100,000	100,000
35,101	67,842	85,000	TOTAL CHARGES FOR SERVICES	100,000	100,000	100,000
35,101	67,842	85,000	TOTAL RESOURCES	100,000	100,000	100,000

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 087 - AQUATIC CENTER Program : 621 - SWIM LESSONS	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
REQUIREMENTS						
PERSONNEL SERVICES						
0	0	0	7000-10 Salaries & Wages - Regular Part Time Lifeguard / Swim Instructor - 0.84 FTE	25,814	25,814	25,814
10,092	18,418	20,797	7000-15 Salaries & Wages - Temporary	0	0	0
626	1,142	1,258	7300-05 Fringe Benefits - FICA - Social Security	1,563	1,563	1,563
146	267	302	7300-06 Fringe Benefits - FICA - Medicare	375	375	375
1,208	836	2,301	7300-15 Fringe Benefits - PERS - OPSRP - IAP	2,904	2,904	2,904
0	0	622	7300-35 Fringe Benefits - Workers' Compensation Insurance	761	761	761
9	15	15	7300-37 Fringe Benefits - Workers' Benefit Fund	18	18	18
0	0	76	7300-45 Fringe Benefits - Paid Family Leave City Share	20	20	20
12,080	20,678	25,371	TOTAL PERSONNEL SERVICES	31,455	31,455	31,455
MATERIALS AND SERVICES						
275	647	750	8130 Recreation Program Expenses Swimming lesson supplies (i.e. candy, lesson toys, masks, snorkels & fins, personal flotation devices).	750	750	750
275	647	750	TOTAL MATERIALS AND SERVICES	750	750	750
12,355	21,325	26,121	TOTAL REQUIREMENTS	32,205	32,205	32,205

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 087 - AQUATIC CENTER Program : 626 - FITNESS CLASSES	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
REQUIREMENTS						
PERSONNEL SERVICES						
0	0	0	7000-10 Salaries & Wages - Regular Part Time Rec Program Instructor 1, 2, & 3 - 0.21 FTE	8,923	8,923	8,923
838	70	15,302	7000-15 Salaries & Wages - Temporary	0	0	0
52	4	926	7300-05 Fringe Benefits - FICA - Social Security	540	540	540
12	1	222	7300-06 Fringe Benefits - FICA - Medicare	129	129	129
150	9	1,692	7300-15 Fringe Benefits - PERS - OPSRP - IAP	1,004	1,004	1,004
0	0	457	7300-35 Fringe Benefits - Workers' Compensation Insurance	263	263	263
1	0	9	7300-37 Fringe Benefits - Workers' Benefit Fund	5	5	5
0	0	56	7300-45 Fringe Benefits - Paid Family Leave City Share	7	7	7
1,053	84	18,664	TOTAL PERSONNEL SERVICES	10,871	10,871	10,871
MATERIALS AND SERVICES						
497	636	1,000	8130 Recreation Program Expenses Fitness program supplies (i.e. exercise belts & hand weights).	1,000	1,000	1,000
497	636	1,000	TOTAL MATERIALS AND SERVICES	1,000	1,000	1,000
1,550	721	19,664	TOTAL REQUIREMENTS	11,871	11,871	11,871

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 087 - AQUATIC CENTER Program : 632 - PRO SHOP	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES						
CHARGES FOR SERVICES						
5,038	5,078	6,000	5410 Sales Aquatic Center revenues from sale of swim accessories, related merchandise & vending machine contract.	6,000	6,000	6,000
5,038	5,078	6,000	TOTAL CHARGES FOR SERVICES	6,000	6,000	6,000
5,038	5,078	6,000	TOTAL RESOURCES	6,000	6,000	6,000

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 087 - AQUATIC CENTER Program : 632 - PRO SHOP	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
REQUIREMENTS						
<u>MATERIALS AND SERVICES</u>						
3,284	2,862	3,500	7660 Materials & Supplies Retail goods purchased for sale to customers; i.e., goggles, caps, etc., in the Aquatic Center Swim Shop.	3,500	3,500	3,500
3,284	2,862	3,500	<u>TOTAL MATERIALS AND SERVICES</u>	3,500	3,500	3,500
3,284	2,862	3,500	<i>TOTAL REQUIREMENTS</i>	3,500	3,500	3,500

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 087 - AQUATIC CENTER Program : 635 - CLASSES & PROGRAMS	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES						
<u>CHARGES FOR SERVICES</u>						
105	302	250	5350 Registration Fees Aquatic Center - Classes & Programs (Lifeguard Training) Budget Note: Lifeguard Training classes are being offered at low cost to encourage employment at the pool.	350	350	350
105	302	250	<u>TOTAL CHARGES FOR SERVICES</u>	350	350	350
105	302	250	<i>TOTAL RESOURCES</i>	350	350	350

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 087 - AQUATIC CENTER Program : 635 - CLASSES & PROGRAMS	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
REQUIREMENTS						
PERSONNEL SERVICES						
0	0	0	7000-10 Salaries & Wages - Regular Part Time Lifeguard / Swim Instructor - 0.01 FTE	312	312	312
0	0	300	7000-15 Salaries & Wages - Temporary	0	0	0
0	0	18	7300-05 Fringe Benefits - FICA - Social Security	18	18	18
0	0	4	7300-06 Fringe Benefits - FICA - Medicare	4	4	4
0	0	33	7300-15 Fringe Benefits - PERS - OPSRP - IAP	36	36	36
0	0	9	7300-35 Fringe Benefits - Workers' Compensation Insurance	10	10	10
0	0	0	7300-37 Fringe Benefits - Workers' Benefit Fund	0	0	0
0	0	1	7300-45 Fringe Benefits - Paid Family Leave City Share	0	0	0
0	0	365	TOTAL PERSONNEL SERVICES	380	380	380
MATERIALS AND SERVICES						
560	883	650	8130 Recreation Program Expenses Lifeguard Training Class materials.	1,200	1,200	1,200
560	883	650	TOTAL MATERIALS AND SERVICES	1,200	1,200	1,200
560	883	1,015	TOTAL REQUIREMENTS	1,580	1,580	1,580

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 090 - COMMUNITY CENTER & REC PROGRAMS Program : 501 - ADMINISTRATION	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES						
INTERGOVERNMENTAL						
0	0	0	4772 Oregon Alliance of YMCA	0	0	0
0	44,876	0	5061 Clackamas Education Services District	0	0	0
0	44,876	0	TOTAL INTERGOVERNMENTAL	0	0	0
CHARGES FOR SERVICES						
3,732	21,418	20,000	5380-20 Facility Rentals - Meeting Rooms Community Center general meeting room rentals.	15,000	15,000	15,000
7,565	10,760	10,000	5380-25 Facility Rentals - Auditorium Community Center auditorium rental for major events including theater, large banquets, major exhibits, dances, auctions, sports events, etc.	10,000	10,000	10,000
0	2,320	1,500	5380-30 Facility Rentals - Kitchen Facilities Community Center flat-fee kitchen use fees generated from rental groups and revenue from contracted vendors.	2,500	2,500	2,500
6,064	9,691	11,000	5380-35 Facility Rentals - Athletic Facilities Community Center athletic membership fees for track, racquetball, basketball, pickleball, and various recreation drop-in programs.	10,000	10,000	10,000
1,770	5,940	3,000	5380-40 Facility Rentals - Staff Fees Staff fees charged to user groups when the Community Center is rented beyond normal operating hours.	3,500	3,500	3,500
0	0	200	5380-42 Facility Rentals - Contract Event Security Fees received from rental groups at the Community Center to cover the cost of contracted event security, when needed.	200	200	200
19,131	50,128	45,700	TOTAL CHARGES FOR SERVICES	41,200	41,200	41,200
MISCELLANEOUS						
0	0	0	6360-17 Grants - Oregon Community Foundation	0	0	0
0	0	0	6420 Donations - Parks & Recreation	0	0	0
0	0	2,000	6420-06 Donations - Parks & Recreation - Sponsorships Parks & Recreation Sponsorships for Community Center programs.	2,000	2,000	2,000
259	803	700	6600 Other Income Incidental revenue received at Community Center from copy machine, av equipment user fees, etc .	700	700	700
259	803	2,700	TOTAL MISCELLANEOUS	2,700	2,700	2,700
19,390	95,808	48,400	TOTAL RESOURCES	43,900	43,900	43,900

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 090 - COMMUNITY CENTER & REC PROGRAMS Program : 501 - ADMINISTRATION	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

-1,660	1,851	0	7000 Salaries & Wages	0	0	0
110,199	172,740	184,597	7000-05 Salaries & Wages - Regular Full Time Recreation Manager - 1.00 FTE Recreation Program Coordinator - 1.00 FTE Management Support Technician - 1.00 FTE	203,568	203,568	203,568
0	0	0	7000-10 Salaries & Wages - Regular Part Time Customer Service Assistant - 2.31 FTE	68,797	68,797	68,797
58,099	59,180	74,894	7000-15 Salaries & Wages - Temporary Customer Service Assistant - 0.24 FTE	7,940	7,940	7,940
0	0	0	7000-20 Salaries & Wages - Overtime	0	0	0
242	537	0	7300 Fringe Benefits	0	0	0
10,334	14,221	15,700	7300-05 Fringe Benefits - FICA - Social Security	16,957	16,957	16,957
2,417	3,326	3,763	7300-06 Fringe Benefits - FICA - Medicare	4,065	4,065	4,065
38,222	59,596	64,160	7300-15 Fringe Benefits - PERS - OPSRP - IAP	74,039	74,039	74,039
14,981	22,989	23,418	7300-20 Fringe Benefits - Medical Insurance	47,648	47,648	47,648
3,000	3,000	3,000	7300-22 Fringe Benefits - VEBA Plan	4,000	4,000	4,000
140	180	180	7300-25 Fringe Benefits - Life Insurance	240	240	240
366	439	428	7300-30 Fringe Benefits - Long Term Disability	557	557	557
2,070	1,714	1,777	7300-35 Fringe Benefits - Workers' Compensation Insurance	1,941	1,941	1,941
90	109	124	7300-37 Fringe Benefits - Workers' Benefit Fund	136	136	136
0	0	0	7300-40 Fringe Benefits - Unemployment	0	0	0
0	0	953	7300-45 Fringe Benefits - Paid Family Leave City Share	218	218	218
137	219	101	7400-10 Fringe Benefits - Volunteers - Workers' Compensation Insurance	92	92	92
238,636	340,102	373,095	<u>TOTAL PERSONNEL SERVICES</u>	430,198	430,198	430,198

MATERIALS AND SERVICES

4,520	6,119	5,000	7500 Credit Card Fees	5,000	5,000	5,000
0	832	1,700	7515 City Services Charge expense	1,700	1,700	1,700
179	255	500	7540 Employee Events	1,100	1,100	1,100

Costs shared city-wide for employee training, materials, and events.

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 090 - COMMUNITY CENTER & REC PROGRAMS Program : 501 - ADMINISTRATION			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
0	15	300	7550	Travel & Education		300	300	300
				Professional development conferences and workshops and membership in the Oregon Recreation and Parks Association and National Recreation and Park Association.				
80,427	76,423	80,000	7600	Utilities		85,000	85,000	85,000
0	0	0	7600-04	Utilities - Water		0	0	0
5,651	7,584	8,410	7610-05	Insurance - Liability		7,641	7,641	7,358
21,555	24,894	30,870	7610-10	Insurance - Property		35,418	35,418	34,455
4,426	4,457	5,500	7620	Telecommunications		6,500	6,500	6,500
43,391	56,840	60,000	7650-10	Janitorial - Services		64,000	64,000	64,000
1,884	6,534	4,500	7650-15	Janitorial - Supplies		6,000	6,000	6,000
2,779	617	3,000	7660	Materials & Supplies		3,500	3,500	3,500
0	17,120	0	7660-25	Materials & Supplies - Grants		0	0	0
0	0	0	7680	Materials & Supplies - Donations		0	0	0
26,258	28,912	40,000	7720	Repairs & Maintenance		40,000	40,000	40,000
				Routine annual maintenance and special projects.				
809	0	500	7750	Professional Services		500	500	500
0	1,611	400	7750-01	Professional Services - Audit & other city-wide prof svc		0	0	0
17,323	13,584	18,000	7790	Maintenance & Rental Contracts		18,000	18,000	18,000
0	0	0	7800	M & S Equipment		0	0	0
				Misc. equipment replacement				
5,104	7,384	9,083	7840	M & S Computer Charges		13,787	13,787	13,787
				I.S. Fund materials & supplies costs shared city-wide				
4,666	5,024	3,760	7840-45	M & S Computer Charges - Community Center		3,240	3,240	3,240
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Activenet renewal	1	1,440	1,440	
				Office 365 licensing	1	1,600	1,600	
				Adobe Licensing	1	200	200	
0	0	0	8130-50	Recreation Program Expenses - Contract Event Security		0	0	0
0	0	2,000	8138	Sponsorships Utilized		2,000	2,000	2,000
				Parks & Recreation Sponsorships matched with revenue account #6420-06 Donations - Parks & Recreation Sponsorships				
218,971	258,206	273,523	TOTAL MATERIALS AND SERVICES			293,686	293,686	292,440
<u>CAPITAL OUTLAY</u>								
0	0	142,000	8710	Equipment		0	0	0

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 090 - COMMUNITY CENTER & REC PROGRAMS Program : 501 - ADMINISTRATION			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
476	0	2,435	8750	Capital Outlay Computer Charges		1,456	1,456	1,456
				I.S. Fund capital outlay costs shared city-wide				
0	0	0	8800	Building Improvements		10,000	102,000	102,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>		<u>Total</u>
				Fire panel replacement	1	10,000		10,000
				Carpet replacement (FY 2024 carry over)	1	92,000		92,000
476	0	144,435		TOTAL CAPITAL OUTLAY		11,456	103,456	103,456
458,083	598,308	791,053		TOTAL REQUIREMENTS		735,340	827,340	826,094

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 090 - COMMUNITY CENTER & REC PROGRAMS Program : 635 - CLASSES & PROGRAMS	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES						
<u>CHARGES FOR SERVICES</u>						
105,744	114,395	170,000	5350 Registration Fees Community Center special interest programs and classes serving children and adults.	190,000	190,000	190,000
0	0	0	5350-12 Registration Fees - Piano	0	0	0
105,744	114,395	170,000	<u>TOTAL CHARGES FOR SERVICES</u>	190,000	190,000	190,000
<u>MISCELLANEOUS</u>						
0	0	0	6420-27 Donations - Parks & Recreation - Piano	0	0	0
0	0	0	<u>TOTAL MISCELLANEOUS</u>	0	0	0
105,744	114,395	170,000	<u>TOTAL RESOURCES</u>	190,000	190,000	190,000

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 090 - COMMUNITY CENTER & REC PROGRAMS Program : 635 - CLASSES & PROGRAMS	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
REQUIREMENTS						
PERSONNEL SERVICES						
0	0	0	7000-05 Salaries & Wages - Regular Full Time	0	0	0
0	0	0	7000-10 Salaries & Wages - Regular Part Time	63,981	63,981	63,981
			Recreation Program Instructors 1, 2, & 3 - 1.52 FTE			
29,985	49,906	63,555	7000-15 Salaries & Wages - Temporary	22,360	22,360	22,360
			Recreation Program Instructor 1, 2, & 3 - 0.06 FTE			
			Recreation Assistant - 0.51 FTE			
			Program Assistant - 0.12 FTE			
4	0	0	7000-20 Salaries & Wages - Overtime	0	0	0
1,857	3,094	3,845	7300-05 Fringe Benefits - FICA - Social Security	5,223	5,223	5,223
434	724	922	7300-06 Fringe Benefits - FICA - Medicare	1,252	1,252	1,252
6,502	7,509	7,030	7300-15 Fringe Benefits - PERS - OPSRP - IAP	9,714	9,714	9,714
1,283	1,068	1,900	7300-35 Fringe Benefits - Workers' Compensation Insurance	734	734	734
18	32	34	7300-37 Fringe Benefits - Workers' Benefit Fund	44	44	44
0	0	233	7300-45 Fringe Benefits - Paid Family Leave City Share	68	68	68
40,083	62,333	77,519	TOTAL PERSONNEL SERVICES	103,376	103,376	103,376
MATERIALS AND SERVICES						
44,439	37,183	40,000	8130 Recreation Program Expenses	45,000	45,000	45,000
			Materials and supplies consumed in recreational classes and programs offered for children and adults. Also includes fees paid to contract instructors/camps.			
44,439	37,183	40,000	TOTAL MATERIALS AND SERVICES	45,000	45,000	45,000
84,522	99,517	117,519	TOTAL REQUIREMENTS	148,376	148,376	148,376

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 090 - COMMUNITY CENTER & REC PROGRAMS Program : 638 - TINY TOTS	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES						
CHARGES FOR SERVICES						
2,252	6,006	5,000	5350 Registration Fees Tiny Tot Indoor Playpark Program registration fees for pre-school aged children and their parents.	6,500	6,500	6,500
2,252	6,006	5,000	TOTAL CHARGES FOR SERVICES	6,500	6,500	6,500
2,252	6,006	5,000	TOTAL RESOURCES	6,500	6,500	6,500

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 090 - COMMUNITY CENTER & REC PROGRAMS Program : 638 - TINY TOTS	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
REQUIREMENTS						
<u>MATERIALS AND SERVICES</u>						
0	216	400	8130 Recreation Program Expenses Materials and supplies needed to support Tiny Tots Indoor Playpark.	400	400	400
0	216	400	<u>TOTAL MATERIALS AND SERVICES</u>	400	400	400
0	216	400	TOTAL REQUIREMENTS	400	400	400

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 090 - COMMUNITY CENTER & REC PROGRAMS Program : 641 - SPECIAL EVENTS	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES						
CHARGES FOR SERVICES						
2,575	4,450	5,000	5350 Registration Fees Community Center fees and other revenues received from annual community-wide special event fees; i.e., Fun Runs, and other major one-time programs, performing arts, and interactive exhibits directly sponsored by the Parks and Recreation Department.	5,500	5,500	5,500
2,575	4,450	5,000	TOTAL CHARGES FOR SERVICES	5,500	5,500	5,500
2,575	4,450	5,000	TOTAL RESOURCES	5,500	5,500	5,500

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 090 - COMMUNITY CENTER & REC PROGRAMS Program : 641 - SPECIAL EVENTS	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
REQUIREMENTS						
<u>MATERIALS AND SERVICES</u>						
1,135	2,316	2,500	8130 Recreation Program Expenses Expenses for major community events or department-sponsored special events including Alien Abduction Dash.	2,700	2,700	2,700
1,135	2,316	2,500	<u>TOTAL MATERIALS AND SERVICES</u>	2,700	2,700	2,700
1,135	2,316	2,500	<i>TOTAL REQUIREMENTS</i>	2,700	2,700	2,700

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 090 - COMMUNITY CENTER & REC PROGRAMS Program : 644 - SUMMER STARS	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES						
<u>CHARGES FOR SERVICES</u>						
47,510	0	0	5350 Registration Fees	0	0	0
47,510	0	0	<u>TOTAL CHARGES FOR SERVICES</u>	0	0	0
<u>MISCELLANEOUS</u>						
0	0	0	6420-50 Donations - Parks & Recreation - STARS	0	0	0
0	0	0	<u>TOTAL MISCELLANEOUS</u>	0	0	0
47,510	0	0	<u>TOTAL RESOURCES</u>	0	0	0

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 090 - COMMUNITY CENTER & REC PROGRAMS Program : 644 - SUMMER STARS	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
REQUIREMENTS						
<u>PERSONNEL SERVICES</u>						
0	0	0	7000-05 Salaries & Wages - Regular Full Time	0	0	0
32,759	0	0	7000-15 Salaries & Wages - Temporary	0	0	0
3	0	0	7000-20 Salaries & Wages - Overtime	0	0	0
2,031	0	0	7300-05 Fringe Benefits - FICA - Social Security	0	0	0
475	0	0	7300-06 Fringe Benefits - FICA - Medicare	0	0	0
0	0	0	7300-15 Fringe Benefits - PERS - OPSRP - IAP	0	0	0
0	0	0	7300-20 Fringe Benefits - Medical Insurance	0	0	0
0	0	0	7300-22 Fringe Benefits - VEBA Plan	0	0	0
0	0	0	7300-25 Fringe Benefits - Life Insurance	0	0	0
0	0	0	7300-30 Fringe Benefits - Long Term Disability	0	0	0
1,546	0	0	7300-35 Fringe Benefits - Workers' Compensation Insurance	0	0	0
27	0	0	7300-37 Fringe Benefits - Workers' Benefit Fund	0	0	0
0	0	0	7300-40 Fringe Benefits - Unemployment	0	0	0
0	0	0	7300-45 Fringe Benefits - Paid Family Leave City Share	0	0	0
36,842	0	0	<u>TOTAL PERSONNEL SERVICES</u>	0	0	0
<u>MATERIALS AND SERVICES</u>						
0	0	0	7680 Materials & Supplies - Donations	0	0	0
5,323	0	0	8130 Recreation Program Expenses	0	0	0
5,323	0	0	<u>TOTAL MATERIALS AND SERVICES</u>	0	0	0
42,165	0	0	<u>TOTAL REQUIREMENTS</u>	0	0	0

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 093 - KIDS ON THE BLOCK Program : N/A		2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES							
<u>INTERGOVERNMENTAL</u>							
0	0	0	5020-17	McMinnville School Dist #40 - 21st Century Grant	0	0	0
0	0	0	<u>TOTAL INTERGOVERNMENTAL</u>		0	0	0
<u>CHARGES FOR SERVICES</u>							
70	0	0	5350-05	Registration Fees - KOB - Elementary	0	0	0
70	0	0	<u>TOTAL CHARGES FOR SERVICES</u>		0	0	0
<u>MISCELLANEOUS</u>							
0	0	0	6420	Donations - Parks & Recreation	0	0	0
0	0	0	6420-05	Donations - Parks & Recreation - Scholarships	0	0	0
0	0	0	6420-15	Donations - Parks & Recreation - KOB, Inc. - Elementary	0	0	0
0	0	0	6420-20	Donations - Parks & Recreation - KOB, Inc. - Enrichment	0	0	0
0	0	0	6420-25	Donations - Parks & Recreation - KOB, Inc. - Misc	0	0	0
0	0	0	6600	Other Income	0	0	0
0	0	0	<u>TOTAL MISCELLANEOUS</u>		0	0	0
70	0	0	<u>TOTAL RESOURCES</u>		0	0	0

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 093 - KIDS ON THE BLOCK Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
REQUIREMENTS						
<u>PERSONNEL SERVICES</u>						
-337	0	0	7000 Salaries & Wages	0	0	0
0	0	0	7000-05 Salaries & Wages - Regular Full Time	0	0	0
1,989	0	0	7000-15 Salaries & Wages - Temporary	0	0	0
11	0	0	7000-20 Salaries & Wages - Overtime	0	0	0
-128	0	0	7300 Fringe Benefits	0	0	0
124	0	0	7300-05 Fringe Benefits - FICA - Social Security	0	0	0
29	0	0	7300-06 Fringe Benefits - FICA - Medicare	0	0	0
581	0	0	7300-15 Fringe Benefits - PERS - OPSRP - IAP	0	0	0
0	0	0	7300-20 Fringe Benefits - Medical Insurance	0	0	0
0	0	0	7300-22 Fringe Benefits - VEBA Plan	0	0	0
0	0	0	7300-25 Fringe Benefits - Life Insurance	0	0	0
0	0	0	7300-30 Fringe Benefits - Long Term Disability	0	0	0
25	0	0	7300-35 Fringe Benefits - Workers' Compensation Insurance	0	0	0
1	0	0	7300-37 Fringe Benefits - Workers' Benefit Fund	0	0	0
0	0	0	7300-40 Fringe Benefits - Unemployment	0	0	0
0	0	0	7400-10 Fringe Benefits - Volunteers - Workers' Compensation Insurance	0	0	0
2,296	0	0	<u>TOTAL PERSONNEL SERVICES</u>	0	0	0
<u>MATERIALS AND SERVICES</u>						
30	0	0	7500 Credit Card Fees	0	0	0
38	0	0	7540 Employee Events	0	0	0
877	0	0	7610-05 Insurance - Liability	0	0	0
650	0	0	7620 Telecommunications	0	0	0
136	0	0	7660-05 Materials & Supplies - Office Supplies	0	0	0
0	0	0	7680 Materials & Supplies - Donations	0	0	0
1,450	0	0	7750 Professional Services	0	0	0
2,544	0	0	7840 M & S Computer Charges	0	0	0
1,200	0	0	7840-50 M & S Computer Charges - Kids on the Block	0	0	0

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 093 - KIDS ON THE BLOCK Program : N/A		2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
200	0	0	8130	Recreation Program Expenses	0	0	0
0	0	0	8130-35	Recreation Program Expenses - Enrichment Programs	0	0	0
40,000	0	0	8130-40	Recreation Program Expenses - Miscellaneous	0	0	0
0	0	0	8130-45	Recreation Program Expenses - Workstudy	0	0	0
47,125	0	0		<u>TOTAL MATERIALS AND SERVICES</u>	0	0	0
				<u>CAPITAL OUTLAY</u>			
238	0	0	8750	Capital Outlay Computer Charges	0	0	0
238	0	0		<u>TOTAL CAPITAL OUTLAY</u>	0	0	0
49,660	0	0		<u>TOTAL REQUIREMENTS</u>	0	0	0

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 096 - RECREATIONAL SPORTS Program : 501 - ADMINISTRATION	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES						
<u>CHARGES FOR SERVICES</u>						
315	665	500	5380-60 Facility Rentals - Field Rentals Fees collected from soccer, baseball, softball field-use rentals at Dancer and Discovery Meadows Parks. Facility use fees charged to leagues and event sponsors who are independent of Park and Recreation sponsored programs.	1,500	1,500	1,500
315	665	500	<u>TOTAL CHARGES FOR SERVICES</u>	1,500	1,500	1,500
315	665	500	<i>TOTAL RESOURCES</i>	1,500	1,500	1,500

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 096 - RECREATIONAL SPORTS Program : 501 - ADMINISTRATION	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

618	1,141	0	7000 Salaries & Wages	0	0	0
92,350	98,786	105,518	7000-05 Salaries & Wages - Regular Full Time Recreation Supervisor - 1.00 FTE	65,128	65,128	65,128
0	0	0	7000-10 Salaries & Wages - Regular Part Time Recreation Manager - 0.50 FTE	53,178	53,178	53,178
474	361	13,149	7000-15 Salaries & Wages - Temporary Program Assistant - 0.34 FTE	13,149	13,149	13,149
0	0	0	7000-20 Salaries & Wages - Overtime	0	0	0
0	0	0	7000-37 Salaries & Wages - Medical Opt Out Incentive	600	600	600
177	166	0	7300 Fringe Benefits	0	0	0
5,574	5,981	7,179	7300-05 Fringe Benefits - FICA - Social Security	7,990	7,990	7,990
1,304	1,399	1,721	7300-06 Fringe Benefits - FICA - Medicare	1,915	1,915	1,915
33,365	35,705	40,347	7300-15 Fringe Benefits - PERS - OPSRP - IAP	37,944	37,944	37,944
15,505	16,017	16,320	7300-20 Fringe Benefits - Medical Insurance	8,108	8,108	8,108
2,000	2,000	2,000	7300-22 Fringe Benefits - VEBA Plan	1,000	1,000	1,000
80	60	60	7300-25 Fringe Benefits - Life Insurance	120	120	120
287	237	232	7300-30 Fringe Benefits - Long Term Disability	286	286	286
1,975	1,676	842	7300-35 Fringe Benefits - Workers' Compensation Insurance	977	977	977
20	20	31	7300-37 Fringe Benefits - Workers' Benefit Fund	39	39	39
0	0	0	7300-40 Fringe Benefits - Unemployment	0	0	0
0	0	435	7300-45 Fringe Benefits - Paid Family Leave City Share	103	103	103
2,686	3,972	3,393	7400-10 Fringe Benefits - Volunteers - Workers' Compensation Insurance	3,073	3,073	3,073
156,415	167,521	191,227	TOTAL PERSONNEL SERVICES	193,610	193,610	193,610

MATERIALS AND SERVICES

4,095	5,052	4,200	7500 Credit Card Fees	5,300	5,300	5,300
73	86	200	7540 Employee Events Costs shared city-wide for employee training, materials, and events.	500	500	500
0	25	300	7550 Travel & Education Professional memberships and miscellaneous workshops.	300	300	300
178	535	1,000	7590 Fuel - Vehicle & Equipment Rec Van & Truck	1,000	1,000	1,000

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 096 - RECREATIONAL SPORTS Program : 501 - ADMINISTRATION			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
1,261	1,469	1,640	7610-05	Insurance - Liability		1,913	1,913	1,842
142	141	170	7610-10	Insurance - Property		196	196	190
1,699	1,539	1,800	7620	Telecommunications		2,600	2,600	2,600
21	43	50	7660-05	Materials & Supplies - Office Supplies		50	50	50
369	0	650	7750	Professional Services		650	650	650
0	1,157	200	7750-01	Professional Services - Audit & other city-wide prof svc		0	0	0
0	0	0	7800	M & S Equipment		0	0	0
2,552	1,477	1,514	7840	M & S Computer Charges I.S. Fund materials & supplies costs shared city-wide		4,596	4,596	4,596
1,200	1,440	1,700	7840-55	M & S Computer Charges - Recreational Sports		6,090	6,090	6,090
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Adobe Pro renewal	1	400	400	
				Office 365 licensing	1	600	600	
				Activenet renewal	1	1,440	1,440	
				Mobile Computer	1	3,650	3,650	
0	0	0	8130-15	Recreation Program Expenses - Concessions		0	0	0
11,588	12,963	13,424	TOTAL MATERIALS AND SERVICES			23,195	23,195	23,118
<u>CAPITAL OUTLAY</u>								
238	0	406	8750	Capital Outlay Computer Charges I.S. Fund capital outlay costs shared city-wide		485	485	485
238	0	406	TOTAL CAPITAL OUTLAY			485	485	485
168,241	180,485	205,057	TOTAL REQUIREMENTS			217,290	217,290	217,213

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 096 - RECREATIONAL SPORTS Program : 647 - ADULT SPORTS	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES						
CHARGES FOR SERVICES						
12,278	17,784	17,000	5350 Registration Fees Recreational Sports registration fees from teams and/or participants in a variety of year-round Adult Sports leagues and programs.	19,000	19,000	19,000
12,278	17,784	17,000	TOTAL CHARGES FOR SERVICES	19,000	19,000	19,000
12,278	17,784	17,000	TOTAL RESOURCES	19,000	19,000	19,000

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 096 - RECREATIONAL SPORTS Program : 647 - ADULT SPORTS		2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
REQUIREMENTS							
PERSONNEL SERVICES							
4,874	6,818	15,752	7000-15	Salaries & Wages - Temporary Program Assistant - 0.23 FTE Recreation Assistant - 0.28 FTE	18,922	18,922	18,922
302	423	953	7300-05	Fringe Benefits - FICA - Social Security	1,144	1,144	1,144
71	99	228	7300-06	Fringe Benefits - FICA - Medicare	275	275	275
0	0	1,743	7300-15	Fringe Benefits - PERS - OPSRP - IAP	2,130	2,130	2,130
0	0	287	7300-35	Fringe Benefits - Workers' Compensation Insurance	382	382	382
4	5	10	7300-37	Fringe Benefits - Workers' Benefit Fund	11	11	11
0	0	58	7300-45	Fringe Benefits - Paid Family Leave City Share	15	15	15
5,250	7,345	19,031	TOTAL PERSONNEL SERVICES		22,879	22,879	22,879
MATERIALS AND SERVICES							
5,902	10,814	9,500	8130	Recreation Program Expenses Portable toilet rentals, field paint/chalk, balls, and other expenses/supplies related to the Adult Sports Program.	9,500	9,500	9,500
5,902	10,814	9,500	TOTAL MATERIALS AND SERVICES		9,500	9,500	9,500
11,152	18,159	28,531	TOTAL REQUIREMENTS		32,379	32,379	32,379

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 096 - RECREATIONAL SPORTS Program : 650 - YOUTH SOCCER	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES						
CHARGES FOR SERVICES						
81,661	97,249	95,000	5350 Registration Fees Recreational Sports registration fees for fall and spring Youth Soccer seasons. \$7,000 goes to needed soccer field maintenance improvements (matched by park maintenance).	98,000	98,000	98,000
0	0	0	5380-55 Facility Rentals - Concessions	200	200	200
81,661	97,249	95,000	TOTAL CHARGES FOR SERVICES	98,200	98,200	98,200
81,661	97,249	95,000	TOTAL RESOURCES	98,200	98,200	98,200

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 096 - RECREATIONAL SPORTS Program : 650 - YOUTH SOCCER		2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
REQUIREMENTS							
PERSONNEL SERVICES							
15,131	20,569	23,192	7000-15	Salaries & Wages - Temporary Program Assistant - 0.18 FTE Recreation Assistant - 0.52 FTE	25,872	25,872	25,872
0	0	0	7000-20	Salaries & Wages - Overtime	0	0	0
938	1,275	1,403	7300-05	Fringe Benefits - FICA - Social Security	1,565	1,565	1,565
219	298	336	7300-06	Fringe Benefits - FICA - Medicare	375	375	375
234	0	2,565	7300-15	Fringe Benefits - PERS - OPSRP - IAP	2,910	2,910	2,910
0	0	519	7300-35	Fringe Benefits - Workers' Compensation Insurance	649	649	649
13	17	16	7300-37	Fringe Benefits - Workers' Benefit Fund	15	15	15
0	0	85	7300-45	Fringe Benefits - Paid Family Leave City Share	21	21	21
16,535	22,160	28,116	TOTAL PERSONNEL SERVICES		31,407	31,407	31,407
MATERIALS AND SERVICES							
24,456	34,025	30,000	8130	Recreation Program Expenses Soccer equipment, team t-shirts, field supplies, and printing, etc. \$7,000 to cover additional field maintenance.	30,000	30,000	30,000
24,456	34,025	30,000	TOTAL MATERIALS AND SERVICES		30,000	30,000	30,000
40,991	56,185	58,116	TOTAL REQUIREMENTS		61,407	61,407	61,407

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 096 - RECREATIONAL SPORTS Program : 653 - YOUTH BASKETBALL	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES						
CHARGES FOR SERVICES						
11,059	15,205	17,000	5350 Registration Fees Recreational Sports registration fees or Youth Basketball.	17,000	17,000	17,000
11,059	15,205	17,000	TOTAL CHARGES FOR SERVICES	17,000	17,000	17,000
11,059	15,205	17,000	TOTAL RESOURCES	17,000	17,000	17,000

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 096 - RECREATIONAL SPORTS Program : 653 - YOUTH BASKETBALL		2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
REQUIREMENTS							
PERSONNEL SERVICES							
6,694	9,746	11,002	7000-15	Salaries & Wages - Temporary Program Assistant - 0.08 FTE Recreation Assistant - 0.25 FTE	12,549	12,549	12,549
0	0	0	7000-20	Salaries & Wages - Overtime	0	0	0
415	604	665	7300-05	Fringe Benefits - FICA - Social Security	759	759	759
97	141	159	7300-06	Fringe Benefits - FICA - Medicare	182	182	182
112	151	1,217	7300-15	Fringe Benefits - PERS - OPSRP - IAP	1,413	1,413	1,413
0	0	246	7300-35	Fringe Benefits - Workers' Compensation Insurance	318	318	318
6	8	7	7300-37	Fringe Benefits - Workers' Benefit Fund	7	7	7
0	0	40	7300-45	Fringe Benefits - Paid Family Leave City Share	10	10	10
7,324	10,651	13,336	TOTAL PERSONNEL SERVICES		15,238	15,238	15,238
MATERIALS AND SERVICES							
3,131	2,735	3,200	8130	Recreation Program Expenses T-shirts, basketballs, printing, and other supplies related to the Youth Basketball Program.	3,200	3,200	3,200
3,131	2,735	3,200	TOTAL MATERIALS AND SERVICES		3,200	3,200	3,200
10,455	13,386	16,536	TOTAL REQUIREMENTS		18,438	18,438	18,438

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 096 - RECREATIONAL SPORTS Program : 656 - YOUTH BASEBALL/SOFTBALL	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES						
<u>CHARGES FOR SERVICES</u>						
45,205	50,650	42,000	5350 Registration Fees Recreational Sports registration fees for Youth Baseball and Softball Programs.	47,000	47,000	47,000
0	260	500	5380-55 Facility Rentals - Concessions Baseball/Softball concessionaire profit sharing with City.	500	500	500
45,205	50,910	42,500	<u>TOTAL CHARGES FOR SERVICES</u>	47,500	47,500	47,500
<u>MISCELLANEOUS</u>						
0	0	15,500	6420-06 Donations - Parks & Recreation - Sponsorships Parks & Recreation Sponsorships for Recreational Sports programs.	15,500	15,500	15,500
12,224	7,069	0	6420-35 Donations - Parks & Recreation - Base/Softball Sponsorships Youth Baseball and Softball Team sponsorships received to support baseball and softball programs for boys and girls, grades K-8. Donations collected in P&R Admin 01-17-090-501.	0	0	0
0	0	0	6420-40 Donations - Parks & Recreation - Base/Softball Fundraisers	0	0	0
12,224	7,069	15,500	<u>TOTAL MISCELLANEOUS</u>	15,500	15,500	15,500
57,429	57,980	58,000	<u>TOTAL RESOURCES</u>	63,000	63,000	63,000

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 096 - RECREATIONAL SPORTS Program : 656 - YOUTH BASEBALL/SOFTBALL	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
REQUIREMENTS						
PERSONNEL SERVICES						
5,859	10,348	13,990	7000-15 Salaries & Wages - Temporary Program Assistant - 0.14 FTE Recreation Assistant - 0.26 FTE	15,002	15,002	15,002
0	0	0	7000-20 Salaries & Wages - Overtime	0	0	0
363	642	846	7300-05 Fringe Benefits - FICA - Social Security	908	908	908
85	150	203	7300-06 Fringe Benefits - FICA - Medicare	218	218	218
162	71	1,547	7300-15 Fringe Benefits - PERS - OPSRP - IAP	1,687	1,687	1,687
0	0	285	7300-35 Fringe Benefits - Workers' Compensation Insurance	338	338	338
5	8	10	7300-37 Fringe Benefits - Workers' Benefit Fund	8	8	8
0	0	51	7300-45 Fringe Benefits - Paid Family Leave City Share	12	12	12
6,474	11,218	16,932	TOTAL PERSONNEL SERVICES	18,173	18,173	18,173
MATERIALS AND SERVICES						
12,224	8,434	0	7680 Materials & Supplies - Donations Baseball/Softball field improvements and other equipment purchased in support of the Youth Baseball/Softball Program funded by revenue account 6420-35, Donations-Parks & Recreation-Baseball & Softball Sponsorships.	0	0	0
13,515	21,836	19,000	8130 Recreation Program Expenses Youth baseball/softball related materials, supplies, and equipment necessary to sustain program operations for boys and girls 6-14 years.	20,000	20,000	20,000
0	0	15,500	8138 Sponsorships Utilized Parks & Recreation Sponsorships matched with revenue account #6420-06 Donations - Parks & Recreation Sponsorships	15,500	15,500	15,500
25,739	30,270	34,500	TOTAL MATERIALS AND SERVICES	35,500	35,500	35,500
32,212	41,488	51,432	TOTAL REQUIREMENTS	53,673	53,673	53,673

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 096 - RECREATIONAL SPORTS Program : 659 - YOUTH SPORTS CAMPS	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES						
CHARGES FOR SERVICES						
1,060	990	1,200	5350 Registration Fees Recreational Sports registration fees for several summer skill development youth sports camps and classes. Long-time provider, Skyhawks Sports Academy, has pulled the area of service back to Portland Metro. We have no replacement at this time.	50	50	50
1,060	990	1,200	TOTAL CHARGES FOR SERVICES	50	50	50
1,060	990	1,200	TOTAL RESOURCES	50	50	50

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 096 - RECREATIONAL SPORTS Program : 659 - YOUTH SPORTS CAMPS	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
REQUIREMENTS						
<u>PERSONNEL SERVICES</u>						
0	0	50	7000-15 Salaries & Wages - Temporary Recreation Assistant - 0.01 FTE	52	52	52
0	0	4	7300-05 Fringe Benefits - FICA - Social Security	4	4	4
0	0	1	7300-06 Fringe Benefits - FICA - Medicare	1	1	1
0	0	6	7300-15 Fringe Benefits - PERS - OPSRP - IAP	7	7	7
0	0	2	7300-35 Fringe Benefits - Workers' Compensation Insurance	1	1	1
0	0	0	7300-37 Fringe Benefits - Workers' Benefit Fund	0	0	0
0	0	0	7300-45 Fringe Benefits - Paid Family Leave City Share	0	0	0
0	0	63	<u>TOTAL PERSONNEL SERVICES</u>	65	65	65
<u>MATERIALS AND SERVICES</u>						
0	0	50	8130 Recreation Program Expenses Incidental equipment or supplies to support youth sports camps and classes as needed.	50	50	50
0	0	50	<u>TOTAL MATERIALS AND SERVICES</u>	50	50	50
0	0	113	<u>TOTAL REQUIREMENTS</u>	115	115	115

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 099 - SENIOR CENTER Program : 501 - ADMINISTRATION	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES						
INTERGOVERNMENTAL						
0	0	0	4830-05 OR Dept of Human Services - Transportation grant Grant funds to purchase a wheelchair accessible mini bus or van for social outings and off-site programming.	0	50,000	50,000
0	0	0	TOTAL INTERGOVERNMENTAL	0	50,000	50,000
CHARGES FOR SERVICES						
1,715	3,894	3,200	5380-20 Facility Rentals - Meeting Rooms	3,200	3,200	3,200
0	0	0	5380-30 Facility Rentals - Kitchen Facilities Senior Center kitchen facility rentals.	0	0	0
56	533	500	5380-40 Facility Rentals - Staff Fees	300	300	300
220	1,595	1,800	5380-45 Facility Rentals - Reception Facilities	500	500	500
0	0	0	5380-50 Facility Rentals - Meal Site Northwest Senior & Disabled Services moved to a new location March 28, 2019	0	0	0
0	0	0	5420 Newsletter Eliminated newsletter and subscriptions as part of transition effort to P&R guide.	0	0	0
1,991	6,021	5,500	TOTAL CHARGES FOR SERVICES	4,000	4,000	4,000
MISCELLANEOUS						
0	0	2,000	6420-06 Donations - Parks & Recreation - Sponsorships Parks & Recreation Sponsorships for Senior Center programs.	500	500	500
-5	2,701	129,279	6420-45 Donations - Parks & Recreation - Seniors Miscellaneous contributions to support McMinnville Senior Center and senior activities. Expenses posted to account #7680. Received a substantial donation in March 2023 from the Glaze Family 1990 Trust to support recreation and social opportunities the Senior Center provides.	30,000	30,000	30,000
5	0	0	6420-60 Donations - Parks & Recreation - Building Improvements	0	0	0
63	269	250	6600 Other Income Senior Center equipment rental fees and other incidental revenues.	25	25	25
410	1,387	1,500	6600-35 Other Income - Wortman Gallery Income received from the sale of art work displayed in the Wortman Gallery at the Senior Center. Senior Center receives a small percentage of art sales proceeds. Payments to artists are reflected in expense account # 8135. Contributions which support incidental expenses related to Gallery programs are also recorded in this revenue account.	1,500	1,500	1,500
473	4,356	133,029	TOTAL MISCELLANEOUS	32,025	32,025	32,025
2,464	10,377	138,529	TOTAL RESOURCES	36,025	86,025	86,025

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 099 - SENIOR CENTER Program : 501 - ADMINISTRATION	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

607	181	0	7000 Salaries & Wages	0	0	0
60,493	64,981	67,164	7000-05 Salaries & Wages - Regular Full Time Recreation Manager - 1.00 FTE	80,698	80,698	80,698
14,119	30,501	34,009	7000-10 Salaries & Wages - Regular Part Time Management Support Technician - 0.80 FTE Customer Service Assistant - 0.40 FTE	48,230	48,230	48,230
3,835	3,594	15,772	7000-15 Salaries & Wages - Temporary Customer Service Assistant - 0.32 FTE	9,564	9,564	9,564
0	17	0	7000-20 Salaries & Wages - Overtime	0	0	0
0	0	0	7000-37 Salaries & Wages - Medical Opt Out Incentive	0	0	0
383	68	0	7300 Fringe Benefits	0	0	0
4,516	5,817	7,075	7300-05 Fringe Benefits - FICA - Social Security	8,379	8,379	8,379
1,056	1,360	1,696	7300-06 Fringe Benefits - FICA - Medicare	2,009	2,009	2,009
17,658	27,738	32,369	7300-15 Fringe Benefits - PERS - OPSRP - IAP	37,989	37,989	37,989
25,747	29,688	30,268	7300-20 Fringe Benefits - Medical Insurance	31,404	31,404	31,404
4,000	4,000	4,000	7300-22 Fringe Benefits - VEBA Plan	4,000	4,000	4,000
115	120	120	7300-25 Fringe Benefits - Life Insurance	120	120	120
267	249	244	7300-30 Fringe Benefits - Long Term Disability	278	278	278
1,610	804	916	7300-35 Fringe Benefits - Workers' Compensation Insurance	1,495	1,495	1,495
31	39	53	7300-37 Fringe Benefits - Workers' Benefit Fund	52	52	52
0	0	0	7300-40 Fringe Benefits - Unemployment	0	0	0
0	0	430	7300-45 Fringe Benefits - Paid Family Leave City Share	107	107	107
299	700	997	7400-10 Fringe Benefits - Volunteers - Workers' Compensation Insurance	902	902	902
134,736	169,857	195,113	TOTAL PERSONNEL SERVICES	225,227	225,227	225,227

MATERIALS AND SERVICES

503	1,042	1,250	7500 Credit Card Fees	1,800	1,800	1,800
0	416	860	7515 City Services Charge expense	860	860	860
131	153	300	7540 Employee Events Costs shared city-wide for employee training, materials, and events.	500	500	500

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 099 - SENIOR CENTER Program : 501 - ADMINISTRATION			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
417	1,462	1,000	7550	Travel & Education		1,000	1,000	1,000
				Registration fees and other expenses associated with professional development workshops, conference, and training for Senior Center staff.				
9,112	10,057	12,500	7600	Utilities		14,000	14,000	14,000
0	0	0	7600-04	Utilities - Water		0	0	0
2,210	2,624	2,930	7610-05	Insurance - Liability		1,950	1,950	1,877
3,662	4,285	5,310	7610-10	Insurance - Property		6,014	6,014	5,850
5,566	5,334	6,500	7620	Telecommunications		7,300	7,300	7,300
10,386	22,318	33,220	7650-10	Janitorial - Services		24,000	24,000	24,000
966	0	2,500	7650-15	Janitorial - Supplies		2,500	2,500	2,500
2,846	1,779	2,100	7660	Materials & Supplies		2,100	2,100	2,100
0	2,701	129,279	7680	Materials & Supplies - Donations		30,000	30,000	30,000
				Materials and supplies purchased from general donations that support the Senior Center through revenue account 6420-45, Donations-Parks & Recreation-Seniors.				
17,452	15,330	20,000	7720	Repairs & Maintenance		20,000	20,000	20,000
0	0	0	7720-24	Repairs & Maintenance - Donations - Seniors		0	0	0
561	0	0	7750	Professional Services		0	0	0
0	1,238	300	7750-01	Professional Services - Audit & other city-wide prof svc		0	0	0
8,662	17,702	13,000	7790	Maintenance & Rental Contracts		12,500	12,500	12,500
490	487	500	7800	M & S Equipment		500	500	500
0	0	0	7810	M & S Equipment - Donations		0	0	0
3,828	4,430	5,041	7840	M & S Computer Charges		7,652	7,652	7,652
				I.S. Fund materials & supplies costs shared city-wide				
1,598	6,456	4,470	7840-60	M & S Computer Charges - Senior Center		5,140	5,140	5,140
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Replacement computer	1	1,800	1,800	
				Activenet peripherals	1	1,000	1,000	
				Office 365 licensing	1	900	900	
				Activenet renewal	1	1,440	1,440	
0	0	0	8130-05	Recreation Program Expenses - Newsletter		0	0	0
536	1,452	1,500	8135	Wortman Gallery Expenses		1,800	1,800	1,800
				Reflects payments to Gallery artists from sales of their art work. May also include small, incidental expenses supporting the Gallery.				
0	0	2,000	8138	Sponsorships Utilized		500	500	500
				Parks & Recreation Sponsorships matched with revenue account #6420-06 Donations - Parks & Recreation Sponsorships				

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 099 - SENIOR CENTER Program : 501 - ADMINISTRATION	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET																																			
68,924	99,268	244,560	TOTAL MATERIALS AND SERVICES	140,116	140,116	139,879																																			
CAPITAL OUTLAY																																									
357	0	1,351	8750 Capital Outlay Computer Charges I.S. Fund capital outlay costs shared city-wide	808	808	808																																			
0	11,648	212,500	8800 Building Improvements Bathroom improvements will occur in FY25	266,400	278,900	278,900																																			
<table border="0"> <thead> <tr> <th>Description</th> <th>Units</th> <th>Amt/Unit</th> <th>Total</th> <th colspan="3"></th> </tr> </thead> <tbody> <tr> <td>Bathroom remodel (delayed from FY24)</td> <td>1</td> <td>200,000</td> <td>200,000</td> <td colspan="3"></td> </tr> <tr> <td>Replace vinyl flooring</td> <td>1</td> <td>11,700</td> <td>11,700</td> <td colspan="3"></td> </tr> <tr> <td>Carpet replacement</td> <td>1</td> <td>54,700</td> <td>54,700</td> <td colspan="3"></td> </tr> <tr> <td>Outdoor sign project (delayed from FY24)</td> <td>1</td> <td>12,500</td> <td>12,500</td> <td colspan="3"></td> </tr> </tbody> </table>							Description	Units	Amt/Unit	Total				Bathroom remodel (delayed from FY24)	1	200,000	200,000				Replace vinyl flooring	1	11,700	11,700				Carpet replacement	1	54,700	54,700				Outdoor sign project (delayed from FY24)	1	12,500	12,500			
Description	Units	Amt/Unit	Total																																						
Bathroom remodel (delayed from FY24)	1	200,000	200,000																																						
Replace vinyl flooring	1	11,700	11,700																																						
Carpet replacement	1	54,700	54,700																																						
Outdoor sign project (delayed from FY24)	1	12,500	12,500																																						
0	0	0	8850 Vehicles Wheelchair accessible mini bus or van for social outings and off-site programming. Funded by OR Dept of Human Services Transportation Grant (revenue line-item #4830-05).	0	50,000	50,000																																			
357	11,648	213,851	TOTAL CAPITAL OUTLAY	267,208	329,708	329,708																																			
204,017	280,772	653,524	TOTAL REQUIREMENTS	632,551	695,051	694,814																																			

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	5350	Department : 17 - PARKS & RECREATION Section : 099 - SENIOR CENTER Program : 635 - CLASSES & PROGRAMS	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES							
CHARGES FOR SERVICES							
21,265	29,934	30,000		Registration Fees	30,000	30,000	30,000
21,265	29,934	30,000		TOTAL CHARGES FOR SERVICES	30,000	30,000	30,000
21,265	29,934	30,000		TOTAL RESOURCES	30,000	30,000	30,000

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 099 - SENIOR CENTER Program : 635 - CLASSES & PROGRAMS	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
REQUIREMENTS						
PERSONNEL SERVICES						
0	0	0	7000-10 Salaries & Wages - Regular Part Time Recreation Program Instructor 3 - 0.07 FTE	4,203	4,203	4,203
575	4,111	22,782	7000-15 Salaries & Wages - Temporary Recreation Program Instructor 2 - 0.10 FTE Recreation Program Instructor 3 - 0.15 FTE	10,968	10,968	10,968
36	255	1,378	7300-05 Fringe Benefits - FICA - Social Security	917	917	917
8	60	330	7300-06 Fringe Benefits - FICA - Medicare	220	220	220
0	0	2,520	7300-15 Fringe Benefits - PERS - OPSRP - IAP	1,707	1,707	1,707
14	46	241	7300-35 Fringe Benefits - Workers' Compensation Insurance	164	164	164
0	2	12	7300-37 Fringe Benefits - Workers' Benefit Fund	6	6	6
0	0	84	7300-45 Fringe Benefits - Paid Family Leave City Share	11	11	11
634	4,473	27,347	TOTAL PERSONNEL SERVICES	18,196	18,196	18,196
MATERIALS AND SERVICES						
14,135	10,916	11,000	8130 Recreation Program Expenses Materials and supplies for Senior Center special interest classes and programs including costs associated with instructors who are independent contractors.	12,500	12,500	12,500
14,135	10,916	11,000	TOTAL MATERIALS AND SERVICES	12,500	12,500	12,500
14,769	15,388	38,347	TOTAL REQUIREMENTS	30,696	30,696	30,696

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET		2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
Department : 17 - PARKS & RECREATION Section : 099 - SENIOR CENTER Program : 641 - SPECIAL EVENTS						
RESOURCES						
<u>CHARGES FOR SERVICES</u>						
0	786	500	5350	Registration Fees	500	500
0	786	500		<u>TOTAL CHARGES FOR SERVICES</u>	500	500
0	786	500		<i>TOTAL RESOURCES</i>	500	500

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET		Department : 17 - PARKS & RECREATION Section : 099 - SENIOR CENTER Program : 641 - SPECIAL EVENTS	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
REQUIREMENTS							
<u>MATERIALS AND SERVICES</u>							
142	1,666	500	8130	Recreation Program Expenses	0	0	0
142	1,666	500		<u>TOTAL MATERIALS AND SERVICES</u>	0	0	0
142	1,666	500		TOTAL REQUIREMENTS	0	0	0

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 099 - SENIOR CENTER Program : 665 - DAY TOURS	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES						
CHARGES FOR SERVICES						
0	0	2,200	5350 Registration Fees Registration income from Senior Center sponsored day-long field trip and tour event registration fees	6,000	6,000	6,000
0	0	2,200	TOTAL CHARGES FOR SERVICES	6,000	6,000	6,000
0	0	2,200	TOTAL RESOURCES	6,000	6,000	6,000

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 099 - SENIOR CENTER Program : 665 - DAY TOURS	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
REQUIREMENTS						
<u>PERSONNEL SERVICES</u>						
0	0	2,126	7000-15 Salaries & Wages - Temporary Program Assistant - 0.06 FTE	1,952	1,952	1,952
0	0	129	7300-05 Fringe Benefits - FICA - Social Security	118	118	118
0	0	31	7300-06 Fringe Benefits - FICA - Medicare	28	28	28
0	0	236	7300-15 Fringe Benefits - PERS - OPSRP - IAP	220	220	220
0	0	23	7300-35 Fringe Benefits - Workers' Compensation Insurance	21	21	21
0	0	2	7300-37 Fringe Benefits - Workers' Benefit Fund	1	1	1
0	0	8	7300-45 Fringe Benefits - Paid Family Leave City Share	1	1	1
0	0	2,555	<u>TOTAL PERSONNEL SERVICES</u>	2,341	2,341	2,341
<u>MATERIALS AND SERVICES</u>						
0	0	0	8130 Recreation Program Expenses Senior Center day tour excursions including bus transportation, admission fees, meals, and other event related expenses.	6,000	6,000	6,000
0	0	0	<u>TOTAL MATERIALS AND SERVICES</u>	6,000	6,000	6,000
0	0	2,555	<u>TOTAL REQUIREMENTS</u>	8,341	8,341	8,341

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 099 - SENIOR CENTER Program : 668 - OVERNIGHT TOURS	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES						
CHARGES FOR SERVICES						
0	0	500	5350 Registration Fees No expenses attached to this program. Revenue is a percentage from a participant registering for an Overnight Trip through Collette Travel.	500	500	500
0	0	500	TOTAL CHARGES FOR SERVICES	500	500	500
0	0	500	TOTAL RESOURCES	500	500	500

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 099 - SENIOR CENTER Program : 670 - WORTMAN PARK CAFE	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES						
CHARGES FOR SERVICES						
461	0	0	5410-05 Sales - Wortman Park Cafe	0	0	0
461	0	0	TOTAL CHARGES FOR SERVICES	0	0	0
461	0	0	TOTAL RESOURCES	0	0	0

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 099 - SENIOR CENTER Program : 670 - WORTMAN PARK CAFE	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
REQUIREMENTS						
<u>PERSONNEL SERVICES</u>						
0	0	0	7000-15 Salaries & Wages - Temporary	0	0	0
0	0	0	7300-05 Fringe Benefits - FICA - Social Security	0	0	0
0	0	0	7300-06 Fringe Benefits - FICA - Medicare	0	0	0
0	0	0	7300-15 Fringe Benefits - PERS - OPSRP - IAP	0	0	0
0	0	0	7300-35 Fringe Benefits - Workers' Compensation Insurance	0	0	0
0	0	0	7300-37 Fringe Benefits - Workers' Benefit Fund	0	0	0
0	0	0	7300-45 Fringe Benefits - Paid Family Leave City Share	0	0	0
0	0	0	<u>TOTAL PERSONNEL SERVICES</u>	0	0	0
<u>MATERIALS AND SERVICES</u>						
556	0	0	7660-37 Materials & Supplies - Wortman Park Cafe	0	0	0
556	0	0	<u>TOTAL MATERIALS AND SERVICES</u>	0	0	0
556	0	0	<i>TOTAL REQUIREMENTS</i>	0	0	0

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 19 - PARK MAINTENANCE Section : N/A Program : N/A		2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES							
<u>INTERGOVERNMENTAL</u>							
0	0	0	4545	Federal FEMA Grant	0	0	0
0	321,234	0	4546	American Rescue Plan	0	0	0
0	321,234	0	<u>TOTAL INTERGOVERNMENTAL</u>		0	0	0
<u>CHARGES FOR SERVICES</u>							
8,193	4,102	10,000	5390	Park Rentals Picnic site reservation fees for Wortman and Discovery Meadows picnic facilities.	5,000	5,000	5,000
8,193	4,102	10,000	<u>TOTAL CHARGES FOR SERVICES</u>		5,000	5,000	5,000
<u>MISCELLANEOUS</u>							
0	2,149	0	6600	Other Income	0	0	0
0	2,149	0	<u>TOTAL MISCELLANEOUS</u>		0	0	0
8,193	327,485	10,000	<u>TOTAL RESOURCES</u>		5,000	5,000	5,000

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 19 - PARK MAINTENANCE Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
REQUIREMENTS						
PERSONNEL SERVICES						
3,555	776	0	7000 Salaries & Wages	0	0	0
538,807	607,136	746,600	7000-05 Salaries & Wages - Regular Full Time Maintenance & Operations - Superintendent - 0.50 FTE Maintenance & Operations - Supervisor - Park Maint - 0.95 FTE Maintenance & Operations - Supervisor - Streets - 0.05 FTE Facilities Supervisor - 1.00 FTE Senior Utility Worker - 1.00 FTE Utility Worker II - 6.00 FTE Mechanic - Operations & Maintenance - 0.45 FTE Management Support Specialist - Senior - 0.50 FTE	792,978	792,978	792,978
17,013	33,420	80,984	7000-15 Salaries & Wages - Temporary Extra Help - Park Maintenance - 1.03 FTE Extra Help - Facilities - 0.94 FTE	83,777	83,777	83,777
6,394	9,992	10,000	7000-20 Salaries & Wages - Overtime	13,000	13,000	13,000
2,000	2,400	2,400	7000-37 Salaries & Wages - Medical Opt Out Incentive	2,400	2,400	2,400
1,624	342	0	7300 Fringe Benefits	0	0	0
34,085	39,559	50,819	7300-05 Fringe Benefits - FICA - Social Security	53,974	53,974	53,974
7,971	9,252	12,180	7300-06 Fringe Benefits - FICA - Medicare	12,937	12,937	12,937
161,080	189,879	252,860	7300-15 Fringe Benefits - PERS - OPSRP - IAP	270,121	270,121	270,121
121,667	125,609	151,626	7300-20 Fringe Benefits - Medical Insurance	150,038	150,038	150,038
16,500	15,500	18,500	7300-22 Fringe Benefits - VEBA Plan	17,350	17,350	17,350
711	567	627	7300-25 Fringe Benefits - Life Insurance	627	627	627
1,965	1,520	1,737	7300-30 Fringe Benefits - Long Term Disability	1,846	1,846	1,846
27,122	20,143	25,708	7300-35 Fringe Benefits - Workers' Compensation Insurance	29,101	29,101	29,101
175	208	286	7300-37 Fringe Benefits - Workers' Benefit Fund	260	260	260
0	0	0	7300-40 Fringe Benefits - Unemployment	0	0	0
0	0	3,048	7300-45 Fringe Benefits - Paid Family Leave City Share	695	695	695
940,670	1,056,304	1,357,375	TOTAL PERSONNEL SERVICES	1,429,104	1,429,104	1,429,104
MATERIALS AND SERVICES						
0	2,444	4,590	7515 City Services Charge expense	4,889	4,889	4,889
359	1,484	1,200	7530 Training	1,200	1,200	1,200

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 19 - PARK MAINTENANCE Section : N/A Program : N/A		2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
688	872	1,500	7540	Employee Events Costs shared city-wide for employee training, materials, and events.	2,000	2,000	2,000
2,759	5,656	5,500	7550	Travel & Education Registration for professional conferences and reimbursement to employees for approved training programs, licenses, and certifications.	7,500	7,500	7,500
21,445	25,234	30,000	7590	Fuel - Vehicle & Equipment	30,000	30,000	30,000
23,533	29,178	26,000	7600	Utilities	29,000	29,000	29,000
0	0	0	7600-04	Utilities - Water	0	0	0
15,378	18,641	20,750	7610-05	Insurance - Liability	18,898	18,898	18,199
12,243	16,483	20,440	7610-10	Insurance - Property	25,499	25,499	24,806
7,381	7,782	9,000	7620	Telecommunications	9,000	9,000	9,000
2,448	2,515	2,900	7650	Janitorial	2,900	2,900	2,900
21,320	18,982	22,000	7660	Materials & Supplies	24,000	24,000	24,000
0	0	0	7660-16	Materials & Supplies - Facilities Maintenance	0	0	0
2,613	2,710	7,500	7720-10	Repairs & Maintenance - Building Maintenance Parks Maintenance Department's shared cost of Public Works Shop buildings and grounds maintenance.	4,500	4,500	4,500
15,000	17,722	16,000	7720-14	Repairs & Maintenance - Vehicles	16,000	16,000	16,000
73,966	111,771	142,000	7720-26	Repairs & Maintenance - Park Maintenance Park maintenance costs include solid waste disposal, fertilizer, lime, janitorial supplies, park amenity repairs/replacement, herbicides, garbage bags, dog waste station supplies, irrigation parts, play equipment parts, landscape bark, fall attenuation material, dog park surfacing and trail surfacing material.	150,000	150,000	150,000
11,977	22,242	20,000	7720-27	Repairs & Maintenance - Park Vandalism Park vandalism costs including contract and material expenses to clean up graffiti and repair vandalized elements in the park system.	27,000	27,000	27,000
1,678	553	0	7750	Professional Services	0	0	0
0	3,070	3,100	7750-01	Professional Services - Audit & other city-wide prof svc Costs shared city-wide for audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses	5,870	5,870	5,870
0	0	95,000	7750-04	Professional Services - Grants	0	0	55,000
10,645	11,186	12,600	7780-07	Contract Services - Downtown Downtown & Alpine Avenue solid waste disposal	12,600	12,600	12,600
94,725	107,200	472,000	7780-15	Contract Services - Park Maintenance Contract services augment staff capacity to address systems needs relative to security, building maintenance, electrical, plumbing, light construction, irrigation repairs, play equipment repairs, tree planting/pruning/removal, turf/landscape maintenance projects, herbicide/pesticide applications and water feature maintenance.	606,500	606,500	613,500

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 19 - PARK MAINTENANCE Section : <i>N/A</i> Program : <i>N/A</i>			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET	
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
			Park Maintenance Contract Services	1	128,000	128,000			
			Facility Maintenance Contract Services	1	80,000	80,000			
			Park Tree replacement program	1	150,000	150,000			
			Park maintenance core services add	1	132,000	132,000			
			Security Services	1	116,500	116,500			
			Facility Maintenance FY24 project delayed to FY25	1	7,000	7,000			
0	0	0	7780-16 Contract Services - Facilities Maintenance				0	0	
0	0	0	7800-16 M & S Equipment - Facilities Maintenance				0	0	
3,660	2,104	4,000	7800-39 M & S Equipment - Parks				4,000	4,000	
			Miscellaneous small equipment for operations and maintenance						
1,071	1,539	7,000	7800-42 M & S Equipment - Shop				4,500	4,500	
			Miscellaneous small equipment and tools for Fleet shop and Facility Maintenance						
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
			Park Maintenance shop equipment	1	2,000	2,000			
			Facility Maintenance shop equipment	1	2,500	2,500			
5,742	5,169	8,326	7840 M & S Computer Charges				13,787	13,787	
			I.S. Fund materials & supplies costs shared city-wide						
7,504	11,832	13,950	7840-65 M & S Computer Charges - Park Maintenance				20,750	20,750	
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
			Office 365 licensing	1	1,450	1,450			
			Adobe Pro licensing	1	400	400			
			Hansen Development	1	5,000	5,000			
			Hansen maintenance-25% shared with Street, Eng, WWS	1	4,000	4,000			
			ESRI - 17% shared with (Bldg, Comm Dvlpmnt, Eng, Street, WWS	1	2,500	2,500			
			Replacement Mobile Computers 1/2 shared with Street	1	5,500	5,500			
			Hansen Mobile Devices	3	500	1,500			
			Bluebeam licensing	1	400	400			
336,135	426,370	945,356	TOTAL MATERIALS AND SERVICES				1,020,393	1,020,393	1,081,001
			CAPITAL OUTLAY						
0	0	0	8720 Equipment - Grants				0	0	0
535	0	2,232	8750 Capital Outlay Computer Charges				1,456	1,456	1,456
			I.S. Fund capital outlay costs shared city-wide						
0	0	27,500	8750-65 Capital Outlay Computer Charges - Park Maintenance				0	0	0
0	0	600,500	8800 Building Improvements				0	0	17,500

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 19 - PARK MAINTENANCE Section : N/A Program : N/A			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
19,941	0	121,000	8850	Vehicles		156,000	156,000	211,000
					Core Services Add Packages: park maintenance capital equipment renewal and upgrades Also equip replacement financed by internal borrowing			
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Park Maintenance capital replacement	1	66,000	66,000	
				11' Rotary large area mower - replace 2013 unit	1	90,000	90,000	
				Facility Maintenance vehicle delay from FY24 to Fy25	1	55,000	55,000	
0	308,034	140,000	8850-15	Vehicles - Grants		0	0	0
0	13,200	709,900	9300-02	Park Improvements - Grants		250,000	250,000	729,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				ARPA Irrigation Renovations phase 1	1	125,000	125,000	
				ARPA Neighborhood Park Renovations Phase 1	1	125,000	125,000	
				ARPA Splashpad from FY24 to FY25	1	479,000	479,000	
0	0	0	9300-05	Park Improvements - Play Equipment		15,000	32,500	15,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Thompson Park-upgrade ADA ramp with tactile warning	1	15,000	15,000	
20,476	321,234	1,601,132	TOTAL CAPITAL OUTLAY			422,456	439,956	973,956
1,297,281	1,803,908	3,903,863	TOTAL REQUIREMENTS			2,871,953	2,889,453	3,484,061

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 21 - LIBRARY Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES						
INTERGOVERNMENTAL						
0	0	0	4530-05 Fed State Library of OR - LSTA Grant	0	0	0
0	0	0	4532 Fed Oregon Humanities Grant Grant for the 2024 Dia de los Muertos Celebration event. Expended through account 7710 Materials & Supplies Grants.	0	0	0
0	53,196	0	4546 American Rescue Plan	0	0	0
0	0	0	4780 OR State Aid Grant - Library	0	0	0
2,784	3,318	1,770	4780-05 OR State Aid Grant - Library - Odd CY The Ready to Read Grant is provided annually the Oregon State Library on a per capita basis to all Oregon libraries, expended through account 8150-55 Books & Materials-State Grant Materials. This grant is run on a calendar year, so is listed in separate accounts for easier tracking.	3,500	3,500	3,500
4,682	981	3,500	4780-10 OR State Aid Grant - Library - Even CY The Ready to Read Grant is provided annually the Oregon State Library on a per capita basis to all Oregon libraries, expended through account 8150-56 Books & Materials-State Grant Materials. This grant is run on a calendar year, so is listed in separate accounts for easier tracking.	2,170	2,170	2,170
3,285	4,715	0	4781-05 State Library of Oregon - Library Svcs and Tech Grant Grant for a summer teen internship. Expended through accounts 7000-15 Salaries & Wages - Temporary and 7710 Materials & Supplies - Grants.	2,885	2,885	2,885
0	0	100,000	5015 Yamhill Community Care Org Grant will fund the expansion of the Library of Things collection, offering tools and education to community members to increase ability to perform household maintenance, educate children, maintain gardens, mend clothing, and operate technology. Expended through account 7710 Materials & Supplies - Grants and 7000-15 Salaries & Wages - Temporary.	50,000	50,000	50,000
193,097	299,733	208,519	5050 CCRLS - Library Chemeketa Cooperative Regional Library Service (CCRLS) reimburses cities for library use by individuals who live outside the City service area (generally the school district boundaries) to equalize the property tax disparity between what City residents pay for library service and what county residents pay.	219,195	219,195	219,195
203,847	361,943	313,789	TOTAL INTERGOVERNMENTAL	277,750	277,750	277,750
CHARGES FOR SERVICES						
480	490	480	5430 Outside City User Fee \$60 per household per year for full borrowing privileges as determined by the Chemeketa Cooperative Regional Library Service(CCRLS) Advisory Council to provide "equity" for the difference between City resident tax rate and county resident tax rate dedicated to CCRLS.	480	480	480
480	490	480	TOTAL CHARGES FOR SERVICES	480	480	480

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 21 - LIBRARY Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
<u>FINES AND FORFEITURES</u>						
11,696	11,457	5,000	6160 Fines & Lost Books Charges to library patrons for materials borrowed and not returned.	5,000	5,000	5,000
11,696	11,457	5,000	<u>TOTAL FINES AND FORFEITURES</u>	5,000	5,000	5,000
<u>MISCELLANEOUS</u>						
0	0	0	6360-19 Grants - Yamhill County Cultural Coalitio	1,500	1,500	1,500
1,931	8,020	500	6440 Donations - Library General library donations received from the public and local service groups for books, materials, equipment, and special programs. These funds are expended through account 8160 Donations-Library.	500	500	500
3	0	0	6440-05 Donations - Library - Bookmobile Donations received from the public and local service groups for bookmobile materials. These funds are expended through account 8160-05 Donations-Library-Bookmobile Books.	0	0	0
18,754	9,121	15,500	6440-10 Donations - Library - Library Foundation Even CY The Library Foundation raises money to support the bookmobile program, the purchase of materials for borrowing, and other library programs. These funds are expended through accounts 8160-25 Donations - Library Foundation Even CY and 7000-10 Salaries & Wages - Regular Part Time.	20,500	20,500	20,500
18,279	14,518	8,500	6440-11 Donations - Library - Library Foundation Odd CY The Library Foundation raises money to support the bookmobile program, the purchase of materials for borrowing, and other library programs. These funds are expended through account 8160-30 Donations - Library Foundation Odd CY.	20,000	20,000	20,000
12,896	18,850	15,000	6440-15 Donations - Library - Friends of the Library The Friends of the Library support library programming and the purchase of materials for borrowing. These funds are expended through account 8160-40 Donations - Friends of the Library and 7000-15 Salaries & Wages - Temporary.	15,000	15,000	15,000
0	0	0	6440-20 Donations - Library - Adult Programs	0	0	0
3,055	0	100	6440-25 Donations - Library - Children's Programs Donations received from the public, granting agencies, and local service groups. These funds are expended through account 8160-15 Donations - Children's Programs.	100	100	100
530	2,422	3,000	6440-35 Donations - Library - Kiwanis Donations received from this local service group. These funds are expended through account 8160-35 Donations - Library - Kiwanis.	4,500	4,500	4,500
4,292	4,963	4,000	6600-98 Other Income - Library Library revenues including reimbursement for postage charge on inter-library loans, public access computer terminal printing fees, public access copy machine copy fees, and miscellaneous library revenues.	4,000	4,000	4,000
59,741	57,894	46,600	<u>TOTAL MISCELLANEOUS</u>	66,100	66,100	66,100
275,765	431,783	365,869	<u>TOTAL RESOURCES</u>	349,330	349,330	349,330

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 21 - LIBRARY Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

9,642	1,633	0	7000	Salaries & Wages	0	0	0
805,791	990,986	1,014,980	7000-05	Salaries & Wages - Regular Full Time Library Director - 1.00 FTE Library Manager - 1.00 FTE Library Supervisor - 3.00 FTE Librarian - 3.00 FTE Library Specialist - 4.00 FTE	1,102,299	1,102,299	1,102,299
231,001	182,892	281,760	7000-10	Salaries & Wages - Regular Part Time Librarian - 2.12 FTE Library Specialist - 1.11 FTE Library Assistant - 0.83 FTE Library Technician - 0.85 FTE	283,740	283,740	283,740
0	12,139	7,200	7000-15	Salaries & Wages - Temporary Librarian - 0.02 FTE Library Technician - 0.38 FTE	18,708	18,708	18,708
1,041	2,399	0	7000-20	Salaries & Wages - Overtime	0	0	0
3,209	3,313	3,000	7000-37	Salaries & Wages - Medical Opt Out Incentive	2,100	2,100	2,100
3,530	988	0	7300	Fringe Benefits	0	0	0
62,919	72,246	80,739	7300-05	Fringe Benefits - FICA - Social Security	85,116	85,116	85,116
14,715	16,896	18,630	7300-06	Fringe Benefits - FICA - Medicare	20,401	20,401	20,401
329,238	367,843	419,790	7300-15	Fringe Benefits - PERS - OPSRP - IAP	456,789	456,789	456,789
138,874	159,296	191,666	7300-20	Fringe Benefits - Medical Insurance	182,330	182,330	182,330
20,000	26,000	25,000	7300-22	Fringe Benefits - VEBA Plan	22,250	22,250	22,250
1,138	875	960	7300-25	Fringe Benefits - Life Insurance	900	900	900
3,014	2,733	2,774	7300-30	Fringe Benefits - Long Term Disability	2,850	2,850	2,850
893	1,235	1,412	7300-35	Fringe Benefits - Workers' Compensation Insurance	1,551	1,551	1,551
312	345	389	7300-37	Fringe Benefits - Workers' Benefit Fund	362	362	362
0	0	0	7300-40	Fringe Benefits - Unemployment	0	0	0
0	0	4,719	7300-45	Fringe Benefits - Paid Family Leave City Share	1,098	1,098	1,098
249	307	299	7400-10	Fringe Benefits - Volunteers - Workers' Compensation Insurance	271	271	271
1,625,565	1,842,124	2,053,318	TOTAL PERSONNEL SERVICES		2,180,765	2,180,765	2,180,765

MATERIALS AND SERVICES

542	511	500	7500	Credit Card Fees	500	500	500
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Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 21 - LIBRARY Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
			Charges for credit card payment at circulation desk for lost items and out of area library card fees.			
1,207	1,553	2,600	7540 Employee Events	2,600	2,600	2,600
			Costs shared city-wide for employee training, materials, and events.			
6,927	11,057	8,000	7550 Travel & Education	10,000	10,000	10,000
			Membership in professional organizations, registration and travel to workshops, conferences and seminars.			
738	2,050	2,250	7580 Volunteer Recognition	2,250	2,250	2,250
			Online background checks for library volunteers, recognition and gifts, including annual Volunteer Appreciation Day program and refreshments.			
2,770	2,267	1,000	7590 Fuel - Vehicle & Equipment	1,000	1,000	1,000
			Fuel costs for the bookmobile. Mileage reimbursement for the homebound program, and outreach to preschools and daycares.			
28,123	27,198	30,000	7600 Utilities	25,000	25,000	25,000
0	0	0	7600-04 Utilities - Water	0	0	0
18,873	23,557	26,350	7610-05 Insurance - Liability	16,375	16,375	15,769
12,520	14,268	17,690	7610-10 Insurance - Property	20,477	20,477	19,920
14,258	14,862	15,000	7620 Telecommunications	15,000	15,000	15,000
			Staff telephone service, elevator phone line, public WiFi, bookmobile hotspot, and home delivery cell phone.			
17,925	48,315	54,000	7650 Janitorial	54,000	54,000	54,000
			Contract janitorial services and supplies, litter patrol, and other supplies.			
677	614	600	7660 Materials & Supplies	600	600	600
			General library and staff room supplies.			
330	626	500	7660-15 Materials & Supplies - Postage	500	500	500
			Inter-library loan books returned by mail and other library mailing costs.			
2,441	4,057	3,500	7660-20 Materials & Supplies - Public Services	3,500	3,500	3,500
			Supplies for adult services work group including office supplies, copy paper, toner, and supplies for teen and adult computer use.			
3,836	2,620	2,500	7660-30 Materials & Supplies - Public Information	3,500	3,500	3,500
			Brochures, bookmarks, and other materials to inform public of library services, hours, and contact information.			
1,782	1,777	1,500	7660-60 Materials & Supplies - Administration	1,500	1,500	1,500
2,748	2,791	2,500	7660-63 Materials & Supplies - Library Circulation	2,500	2,500	2,500
			Chemeketa Cooperative Regional Library Service (CCRLS) chargebacks for courier service and circulation work group supplies.			
5,911	6,040	6,000	7660-64 Materials & Supplies - Library Technical Services	8,000	8,000	8,000
			Processing supplies for books, AV, and Library of Things; book covers, labels, AV cases, and Library of Things containers and supplies. Office supplies for the technical services work group.			

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 21 - LIBRARY Section : N/A Program : N/A		2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
2,098	2,549	2,500	7660-65	Materials & Supplies - Children's Programs Supplies for the children's services work group including staff office supplies, craft supplies, and other miscellaneous costs for children's programming.	2,500	2,500	2,500
0	0	0	7680-10	Materials & Supplies - Donations - Adult Programs	0	0	0
0	0	0	7680-11	Materials & Supplies - Donations - Library Foundation Even CY Moved to 8160-25	0	0	0
0	0	0	7680-12	Materials & Supplies - Donations - Library Foundation Odd CY Moved to 8160-30	0	0	0
0	0	0	7680-15	Materials & Supplies - Donations - Children's Programs Moved to 8160-15	0	0	0
0	0	0	7680-16	Materials & Supplies - Donations - Friends of the Library Moved to 8160-40	0	0	0
0	0	75,000	7710	Materials & Supplies - Grants Yamhill Community Care Organization grant will fund the expansion of the Library of Things collection, offering tools and education to community members to increase ability to perform household maintenance, educate children, maintain gardens, mend clothing, and operate technology. Revenue account 5015 Yamhill Community Care Org. YCCC grant will support the 2024 Dia de los Muertos Celebration event. Revenue account 6360-19 Yamhill County Cultural Coalition.	42,000	42,000	42,000
24,262	13,433	18,000	7720-08	Repairs & Maintenance - Building Repairs HVAC, plumbing, and electrical repairs.	20,000	20,000	20,000
24,742	23,843	28,000	7720-10	Repairs & Maintenance - Building Maintenance Building maintenance including pest control, inspections, gutter cleaning, moss treatment for roof, elevator and HVAC maintenance, garbage, windows, carpet cleaning and other regularly scheduled building maintenance.	28,000	28,000	28,000
1,570	709	600	7720-14	Repairs & Maintenance - Vehicles Repairs, maintenance, and supplies for the library bookmobile and home delivery vehicle.	1,000	1,000	1,000
2,246	0	0	7750	Professional Services	0	0	0
0	4,349	5,100	7750-01	Professional Services - Audit & other city-wide prof svc Costs shared city-wide for audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses	7,650	7,650	7,650
8,992	9,557	10,000	7790	Maintenance & Rental Contracts Equipment maintenance agreements, leases, software license renewals, storage space rental, postage meter lease, book vendor access and movie license renewals.	10,000	10,000	10,000
2,415	5,071	4,000	7800	M & S Equipment Furniture and equipment.	4,000	4,000	4,000
0	0	0	7810-05	M & S Equipment - Donations - Library Foundation	0	0	0
76,556	87,131	86,286	7840	M & S Computer Charges I.S. Fund materials & supplies costs shared city-wide	128,680	128,680	128,680
11,716	9,492	13,000	7840-70	M & S Computer Charges - Library	35,400	35,400	35,400

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 21 - LIBRARY Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Replacement computers	2	1,800	3,600
			Replacement Mobile computers	4	2,500	10,000
			All in One computers	4	2,000	8,000
			Spline Label Printers	3	500	1,500
			Barcode Scanner	1	500	500
			Laserjet Printer	1	1,300	1,300
			Office 365 licensing	1	7,000	7,000
			LPTOne Renewal	1	800	800
			PC Reservation Renewal	1	1,000	1,000
			Hublet Renewal	1	1,700	1,700
14,997	21,966	20,000	8150-05 Books & Materials - Adult Books	28,000	28,000	28,000
			Fiction and non-fiction print books for adult borrowing.			
0	0	0	8150-15 Books & Materials - Reference Online Database	0	0	0
			Online subscriptions for public use.			
12,204	12,399	12,000	8150-20 Books & Materials - Children's Books	12,000	12,000	12,000
			Books, audio visuals, and other materials for borrowing for children ages 0 - 12.			
4,426	4,501	4,500	8150-25 Books & Materials - Young Adult Books	4,500	4,500	4,500
			Books for borrowing for young adults ages 12 - 17.			
6,007	5,708	6,000	8150-30 Books & Materials - Large Print Books	6,000	6,000	6,000
			Large print books for borrowing for visually impaired adults.			
1,905	1,964	2,000	8150-35 Books & Materials - Spanish Language Materials	2,000	2,000	2,000
			Books and media for borrowing in Spanish.			
0	0	0	8150-40 Books & Materials - Bookmobile	0	0	0
4,625	4,260	4,500	8150-45 Books & Materials - Periodicals	4,500	4,500	4,500
			Newspaper subscriptions for in library reading and magazine subscriptions for borrowing.			
8,286	8,395	8,500	8150-50 Books & Materials - Audio Visuals-DVD	8,500	8,500	8,500
			DVDs and Blu-rays for borrowing.			
3,510	5,229	5,500	8150-51 Books & Materials - Audio Visuals-CD Books	5,500	5,500	5,500
			Audiobooks on CD for borrowing.			
0	4,001	3,000	8150-53 Books & Materials - Audio & Ebooks	4,000	4,000	4,000
			Downloadable audiobooks and ebooks.			
3,285	2,413	0	8150-54 Books & Materials - Grants	0	0	0
2,784	3,318	1,770	8150-55 Books & Materials - State Grant Materials Odd CY	3,500	3,500	3,500
			State Ready-to-Read Grant expenditures funded through revenue account 4780-05 Oregon State Aid Grant-Library Odd CY. Ready to Read Grant provided annually by the Oregon State Library on a per capita basis to all Oregon libraries.			
4,682	981	3,500	8150-56 Books & Materials - State Grant Materials Even CY	2,170	2,170	2,170
			State Ready-to-Read Grant expenditures funded through revenue account 4780-10 Oregon State Aid Grant-Library Even CY. Ready to Read Grant provided annually by the Oregon State Library on a per capita basis to all Oregon libraries.			

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 21 - LIBRARY Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
320	3,421	2,000	8150-60 Books & Materials - Emerging Collections New trends in public library service emerge regularly to offer unique items for borrowing. This budget is used to purchase such items for library patrons to borrow.	2,000	2,000	2,000
1,934	8,020	500	8160 Donations - Library Various library purchases funded through revenue account 6440 Donations-Library.	500	500	500
3	0	0	8160-05 Donations - Library - Bookmobile Books Books and materials for bookmobile funded through revenue account 6440-05 Donations-Library-Bookmobile.	0	0	0
0	0	0	8160-10 Donations - Library - Adult Programs	0	0	0
3,055	0	100	8160-15 Donations - Library - Children's Programs Children's programming and supplies, including the Summer Reading Program, funded through revenue account 6440-25 Donations-Library-Children's Programs.	100	100	100
18,754	9,121	15,500	8160-25 Donations - Library - Library Foundation Even CY Support of the bookmobile program, Summer Fun, and the purchase of materials for borrowing (books, ebooks, and hotspots). Revenue account 6440-10 Donations - Library - Library Foundation Even CY includes funds to reimburse this line.	10,000	10,000	10,000
11,517	14,518	8,500	8160-30 Donations - Library - Library Foundation Odd CY Support of the bookmobile program, Summer Fun, and the purchase of materials for borrowing (books, ebooks, and hotspots). Revenue account 6440-11 Donations - Library - Library Foundation Odd CY includes funds to reimburse this line.	20,000	20,000	20,000
527	2,422	3,000	8160-35 Donations - Library - Kiwanis Sponsoring the purchase of books for the First Grade Reading Program. Revenue account 6440-35 Donations - Library - Kiwanis.	4,500	4,500	4,500
12,896	18,850	15,000	8160-40 Donations - Library - Friends of the Library The purchase of materials for borrowing and library programs. Revenue account 6440-15 Donations - Library - Friends of the Library includes funds to reimburse this line.	15,000	15,000	15,000
391,921	451,783	532,846	TOTAL MATERIALS AND SERVICES	579,302	579,302	578,139
CAPITAL OUTLAY						
7,137	0	23,134	8750 Capital Outlay Computer Charges I.S. Fund capital outlay costs shared city-wide	13,586	13,586	13,586
0	0	20,000	8800 Building Improvements	25,000	25,000	25,000
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Sprinkler/Riser Deficiency Repairs (sprinkler head replacement)	1	25,000	25,000
0	0	150,000	8800-02 Building Improvements - Grants ARPA Funds: Library HVAC system upgrade to improve air quality	138,000	138,000	138,000
0	0	0	8850 Vehicles	0	0	0
0	53,196	0	8850-15 Vehicles - Grants	0	0	0
7,137	53,196	193,134	TOTAL CAPITAL OUTLAY	176,586	176,586	176,586

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 21 - LIBRARY Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
2,024,623	2,347,104	2,779,298	TOTAL REQUIREMENTS	2,936,653	2,936,653	2,935,490

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 99 - NON-DEPARTMENTAL Section : N/A Program : N/A		2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES							
PROPERTY TAXES							
14,887,368	15,568,266	11,325,000	4100-05	Property Taxes - Current Permanent operating property tax levy is \$5.02 per \$1,000 of assessed value. For FY2024-25, the City will underlevy for \$4.02 per \$1,000 of assessed value, up from the prior year's underlevy of \$3.52	13,550,000	13,550,000	13,550,000
201,500	288,610	250,000	4100-10	Property Taxes - Prior Collection of delinquent property taxes due from prior year permanent rate property tax levies. With underlevies, amounts will decline.	200,000	200,000	200,000
15,088,868	15,856,876	11,575,000	TOTAL PROPERTY TAXES		13,750,000	13,750,000	13,750,000
LICENSES AND PERMITS							
2,118,028	2,336,051	2,475,000	4204	W&L Payment in Lieu of Tax McMinnville Water and Light payment-in-lieu-of property tax: 6% residential, commercial, and "regular" industrial users.	2,550,000	2,550,000	2,550,000
0	0	0	4205-04	Franchise Fees - Water-McMinnville Water & Light	0	0	0
0	0	0	4205-05	Franchise Fees - PILOT McMinnville Water & Light	0	0	0
63,350	8,081	6,000	4205-06	Franchise Fees - Miscellaneous-Telecommunications Telephone franchise fee is 7% and is allocated to General Fund Non-Departmental (4%) and Emergency Communications Fund (3%). 3% allocated to Emergency Communications Fund is dedicated to "Enhanced 911" emergency communications system.	6,000	6,000	6,000
18,603	12,639	6,000	4205-07	Franchise Fees - Ziplly-Cable Cable franchise fee is 5% and is allocated to General Fund Non-Departmental (2.75%) and Telecommunications Fund (2.25%). 2.25% allocated to Telecommunications Fund is distributed to McMinnville Community Media (MCM) for management of local public access channel. Anticipate company exiting cable business in FY2024-25.	1,000	1,000	1,000
24,511	22,856	21,755	4205-08	Franchise Fees - Ziplly-Telephone Telephone franchise fee is 7% and is allocated to General Fund Non-Departmental (4%) and Emergency Communications Fund (3%). 3% allocated to Emergency Communications Fund is dedicated to "Enhanced 911" emergency communications system.	22,900	22,900	22,900
185,955	178,885	179,000	4205-15	Franchise Fees - Comcast Communications-Cable Cable franchise fee is 5% and is allocated to General Fund Non-Departmental (2.75%) and Telecommunications Fund (2.25%). 2.25% allocated to Telecommunications Fund is distributed to McMinnville Community Media (MCM) for management of local public access channel.	164,000	164,000	164,000
432,681	464,378	464,000	4205-20	Franchise Fees - Recology Western Oregon Recology franchise fee was increased by 4% in FY2023-24.	478,000	478,000	478,000
231,144	280,135	326,000	4205-25	Franchise Fees - Northwest Natural NW Natural gas franchise fee is 5%. An 8% rate cut as of Nov 2023 is factored into projections	305,000	305,000	305,000
554,491	663,891	676,000	4205-30	Franchise Fees - McMinnville Wastewater Services Wastewater Services franchise fee is 6%	700,000	700,000	700,000

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 99 - NON-DEPARTMENTAL Section : N/A Program : N/A			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET												
278,224	200,517	240,075	4215	Marijuana Tax - Local Local City tax is based on 3% of marijuana sales		200,500	200,500	200,500												
3,259	3,573	3,000	4490	Licenses & Permits - Misc Fees collected for liquor licenses, bicycle licenses, vehicle permits, etc.		3,600	3,600	3,600												
3,910,246	4,171,005	4,396,830	TOTAL LICENSES AND PERMITS			4,431,000	4,431,000	4,431,000												
INTERGOVERNMENTAL																				
12,026	159,583	0	4545	Federal FEMA Grant		0	0	0												
261,080	6,494,348	0	4546	American Rescue Plan Fully spent out with revenue recovery in FY23. City has opted to use committed fund balance to track spend on originally approved ARPA projects in the coming years.		0	0	0												
0	0	0	4548	Coronavirus Relief Fund (CRF)		0	0	0												
28,562	25,270	24,000	4720	OR State Cigarette Taxes State Shared Revenue --- Cigarette taxes designed to reduce smoking have been successful. The newest taxes imposed on cigarettes and other tobacco products do not include a city share so cities now receive approximately 0.6% of state imposed taxes on cigarette sales allocated on a per capita basis to Oregon cities. These revenues will continue to trend downwards.		23,500	23,500	23,500												
431,704	448,127	466,000	4730	OR State Revenue Sharing State Shared Revenue --- Statutory distribution of 14% of the state's liquor receipts allocated to cities on a formula basis under ORS 221.		450,000	450,000	450,000												
645,536	675,767	721,000	4750	OR State Liquor Taxes State Shared Revenue --- Statutory distribution of 20% of the state's liquor receipts allocated to cities on a per capita basis under ORS 471 and 473.		720,000	720,000	720,000												
52,840	53,964	56,000	4755	OR State Marijuana Taxes State shared revenue - Measure 110 reduced by roughly 74% the statutory distribution of 10% of state's marijuana tax receipts allocated to cities on a per capita basis. The amount shared by cities under the new formula will not increase with time though per capital share is declining.		58,700	58,700	58,700												
0	0	0	4840	OR Conflagration Reimbursement All Fire related reimbursements will flow to independent McMinnville Fire District as of FY2023-24. The actual amount registered in FY2023-24 is associated with a fire response during FY2022-23 that arrived after that year was closed.		0	0	0												
-6,918	8,655	5,000	5010-01	Yamhill County - Other County Distributions Miscellaneous revenue from Yamhill County sent with property tax distributions		5,000	5,000	5,000												
0	0	4,483,426	5029	McMinnville Fire District Payment for portion of PERS debt service; continues through FY2027-28		112,027	112,027	112,027												
			<table border="0"> <thead> <tr> <th>Description</th> <th>Units</th> <th>Amt/Unit</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>PERS debt share (due 8/1/24)</td> <td>1</td> <td>55,527</td> <td>55,527</td> </tr> <tr> <td>PERS debt share (due 2/1/25)</td> <td>1</td> <td>56,500</td> <td>56,500</td> </tr> </tbody> </table>			Description	Units	Amt/Unit	Total	PERS debt share (due 8/1/24)	1	55,527	55,527	PERS debt share (due 2/1/25)	1	56,500	56,500			
Description	Units	Amt/Unit	Total																	
PERS debt share (due 8/1/24)	1	55,527	55,527																	
PERS debt share (due 2/1/25)	1	56,500	56,500																	
1,424,830	7,865,713	5,755,426	TOTAL INTERGOVERNMENTAL			1,369,227	1,369,227	1,369,227												

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 99 - NON-DEPARTMENTAL Section : N/A Program : N/A			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
<u>CHARGES FOR SERVICES</u>								
0	1,104,480	2,203,000	5305	City Service Charge Base rate of \$13/ per month with discounts for low income (90%) and multifamily (25%). Assumes 3% increase for calendar year 2025.		2,240,000	2,240,000	2,240,000
0	1,104,480	2,203,000	<u>TOTAL CHARGES FOR SERVICES</u>			2,240,000	2,240,000	2,240,000
<u>MISCELLANEOUS</u>								
41,798	321,052	327,000	6310	Interest Estimated interest income earned on investments		520,000	520,000	520,000
36,139	40,386	35,000	6310-01	Interest - Property taxes Share of interest from delinquent taxes collected at Yamhill County		35,000	35,000	35,000
30	94,394	0	6600	Other Income		0	0	0
382,293	395,781	299,172	6600-03	Other Income - PERS Transition Liability Reimb City refinanced PERS transition liability for lower interest rate in 2016. General Fund is paying debt service payments on refinancing loan and operating departments reimburse the General Fund based on the department's covered payroll. NOTE: Reduced by Fire/Ambulance portion of PERS expense.		312,194	312,194	312,194
0	0	0	6610	Collections - EMS		0	0	0
460,260	851,613	661,172	<u>TOTAL MISCELLANEOUS</u>			867,194	867,194	867,194
<u>TRANSFERS IN</u>								
8,001	9,470	9,777	6900-05	Transfers In - Special Assessments		12,282	12,282	12,158
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Administration and Finance personnel services support.	1	12,158	12,158	
518,908	573,797	675,368	6900-07	Transfers In - Transient Lodging Tax		660,117	660,117	660,130
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Transfer 30% of transient lodging taxes collected-net revenue	1	616,368	616,368	
				Admin, Finance, & Comm Development personnel services support.	1	43,762	43,762	
0	39,357	89,393	6900-08	Transfers In - Affordable Housing		8,906	8,906	8,782
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Admin & Finance personnel services support.	1	8,782	8,782	
0	0	0	6900-10	Transfers In - Telecommunications		0	0	0

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 99 - NON-DEPARTMENTAL Section : N/A Program : N/A				2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
1,531	1,718	2,550	6900-15	Transfers In - Emergency Communications			2,397	2,397	2,334
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Finance personnel services support.	1	2,334	2,334		
276,923	337,516	329,113	6900-20	Transfers In - Street			304,030	304,030	303,906
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Street Fund support of Engineering operations.	1	42,405	42,405		
				Engineering, Admin, & Finance personnel services support.	1	254,658	254,658		
				Street Fund support of centralized Facility operations.	1	6,843	6,843		
96,427	53,801	60,153	6900-25	Transfers In - Airport			62,260	62,260	62,136
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Engineering, Admin, & Finance personnel services support.	1	48,548	48,548		
				Airport Fund support of Engineering operations.	1	3,456	3,456		
				Airport Fund support of centralized Facility operations	1	10,132	10,132		
114,753	120,219	124,529	6900-45	Transfers In - Transportation			138,261	138,261	138,075
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Engineering, Admin, & Finance personnel services support.	1	118,184	118,184		
				Transportation Fund support of Engineering operations.	1	19,891	19,891		
48,906	58,460	62,573	6900-50	Transfers In - Park Development			71,145	71,145	70,648
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Parks & Rec Admin, Eng & Finance personnel services support.	1	70,648	70,648		
46,113	52,498	64,744	6900-58	Transfers In - Urban Renewal			61,800	61,800	61,800
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Community Development personnel services support	1	61,800	61,800		
21,458	25,371	27,846	6900-70	Transfers In - Building			68,328	68,328	68,266
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Admin, Finance, & Engineering personnel services support.	1	66,019	66,019		
				Building Fund support of centralized Facility operations.	1	2,247	2,247		

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 99 - NON-DEPARTMENTAL Section : N/A Program : N/A				2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
367,708	436,227	601,532	6900-75	Transfers In - Wastewater Services			646,557	646,557	646,308
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Engineering, Admin, & Finance personnel services support.	1	546,523	546,523		
				Wastewater Services Fund support of Engineering operations.	1	99,785	99,785		
211,100	229,238	268,733	6900-77	Transfers In - Wastewater Capital			250,985	250,985	250,736
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Engineering, Admin, & Finance personnel services support.	1	207,842	207,842		
				Wastewater Capital Fund support of Engineering operations.	1	42,894	42,894		
0	0	0	6900-79	Transfers In - Ambulance			0	0	0
186,470	208,884	205,297	6900-85	Transfers In - Insurance Services			82,776	82,776	82,528
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Administration and Finance personnel services support.	1	82,528	82,528		
187,297	187,288	187,295	6901-59	Transfers In - Interfund Debt - Urban Renewal Debt Service			403,052	403,052	403,052
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Bank loan payment - Interest	1	25,626	25,626		
				Bank loan payment - Principal	1	161,660	161,660		
				Payment on 2024 Admin/UR NE Gateway property purchase	1	215,766	215,766		
0	0	10,040,441	6901-77	Transfers In - Interfund Debt - Wastewater Capital			855,135	1,047,010	1,047,010
				Five year term, repaid FY2025 to FY2029 at 3.75% interest.					

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 99 - NON-DEPARTMENTAL Section : N/A Program : N/A			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
			Description	Units	Amt/Unit	Total		
			City Hall cap improvement (approved for FY24, delayed to FY25)	1	24,000	24,000		
			City Hall fire alarm + annunciator	1	30,000	30,000		
			Nelson House frontage sidewalk replacement	1	60,000	60,000		
			Eng replace 2007 vehicle	1	45,000	45,000		
			Cmty Dev inspections vehicle (has none available currently)	1	25,000	25,000		
			CDC HVAC (75% Gen Fund portion)	1	39,375	39,375		
			PD 2017 Veh replacement (keep as spare K9)	1	84,335	84,335		
			PD 2017 veh replacement	1	79,300	79,300		
			Cmty Center fire panel replacement	1	10,000	10,000		
			Senior Center vinyl flooring replace	1	11,700	11,700		
			Senior Center carpet replacement	1	54,700	54,700		
			Park Maint replace 2013 large area mower	1	90,000	90,000		
			Park Maint Thompson Park upgrade ADA ramp	1	15,000	15,000		
			Library fire supresion sprinklers	1	25,000	25,000		
			Info Sys network equip, VM backbone host servers (86% Gen Fund)	1	51,600	51,600		
			PD MDTs for patrol vehs (through Info Srv)	1	12,000	12,000		
			Senior Center bathroom remodel (delayed from FY24)	1	200,000	200,000		
			PD 2014 Veh replacement (FY24 carry over)	1	68,000	68,000		
			Cmty Center carpet replacement (FY24 carry-over)	1	92,000	92,000		
			Senior Center outdoor sign project (FY24 carry-over)	1	12,500	12,500		
			Park Maint restroom partition (FY24 carry-over)	1	17,500	17,500		
2,085,594	2,333,844	12,749,344	<u>TOTAL TRANSFERS IN</u>			3,628,031	3,819,906	3,817,869
22,969,799	32,183,532	37,340,772	<u>TOTAL RESOURCES</u>			26,285,452	26,477,327	26,475,290

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 99 - NON-DEPARTMENTAL Section : N/A Program : N/A		2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
REQUIREMENTS							
PERSONNEL SERVICES							
6,474	0	10,080	7300-40	Fringe Benefits - Unemployment	10,080	10,080	10,080
6,474	0	10,080	TOTAL PERSONNEL SERVICES		10,080	10,080	10,080
MATERIALS AND SERVICES							
0	1,411	0	7500	Credit Card Fees Share of MWL credit card fees for city services charge	3,750	3,750	3,750
0	41,715	10,000	7750	Professional Services Share of MWL software system	65,000	65,000	65,000
0	0	0	7750-25	Professional Services - County charges	0	0	0
0	68,281	145,800	7780-40	Contract Services - Billing Billing services to support City Services Charge is new starting Jan 2023.	86,000	86,000	86,000
0	111,406	155,800	TOTAL MATERIALS AND SERVICES		154,750	154,750	154,750
SPECIAL PAYMENTS							
0	0	5,609,340	9394	Inter-Agency Payment Out	0	0	0
0	0	0	9396	Grant Pass Through Funds	0	0	0
0	0	0	9396-05	Grant Pass Through Funds - Coronavirus Relief Funds	0	0	0
0	0	5,609,340	TOTAL SPECIAL PAYMENTS		0	0	0
DEBT SERVICE							
316,540	338,820	362,210	9417-05	PERS Transition Liability - Principal In 2016-17, PERS Transition Liability was refinanced with a 10 year bank loan.	386,720	386,720	386,720
65,753	56,961	47,554	9417-10	PERS Transition Liability - Interest In 2016-17, PERS Transition Liability was refinanced with a 10 year bank loan.	37,501	37,501	37,501
152,120	155,230	158,420	9540-05	Alpine Avenue-Urban Renewal - Principal Payment of principal on debt issued by City in 2016-17 for construction of Urban Renewal portion of Alpine Ave	161,660	161,660	161,660
35,177	32,058	28,875	9540-10	Alpine Avenue-Urban Renewal - Interest Payment of interest on debt issued by City in 2016-17 for construction of Urban Renewal portion of Alpine Ave	25,627	25,627	25,627
569,590	583,069	597,059	TOTAL DEBT SERVICE		611,508	611,508	611,508
OTHER FINANCING USES							
0	0	930,615	9685	Elimination of Asset	0	0	0
0	0	930,615	TOTAL OTHER FINANCING USES		0	0	0

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 99 - NON-DEPARTMENTAL Section : N/A Program : N/A			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET																																																				
<u>TRANSFERS OUT</u>																																																												
0	0	831,442	9700-08	Transfers Out - Affordable Housing		0	0	0																																																				
819,282	702,772	0	9700-15	Transfers Out - Emergency Communications		0	0	0																																																				
Budget Note: Beginning FY 2025, transfer out to Emergency Communications fund was moved to Police org set: 01-11-040-501.9700-15.																																																												
0	0	0	9700-58	Transfers Out - Urban Renewal		0	0	0																																																				
0	0	100,000	9700-75	Transfers Out - Wastewater Services		263,525	263,525	263,525																																																				
ARPA 13th & Galloway storm line work																																																												
470,219	501,315	574,049	9700-80	Transfers Out - Information Systems		700,821	700,821	700,821																																																				
<table border="0" style="width: 100%;"> <thead> <tr> <th style="text-align: left;"><u>Description</u></th> <th style="text-align: right;"><u>Units</u></th> <th style="text-align: right;"><u>Amt/Unit</u></th> <th style="text-align: right;"><u>Total</u></th> </tr> </thead> <tbody> <tr> <td>Information Systems personnel services support.</td> <td style="text-align: right;">1</td> <td style="text-align: right;">570,956</td> <td style="text-align: right;">570,956</td> </tr> <tr> <td>ARPA - Software renewals, licenses, & set-up, firewall</td> <td style="text-align: right;">1</td> <td style="text-align: right;">129,865</td> <td style="text-align: right;">129,865</td> </tr> </tbody> </table>									<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	Information Systems personnel services support.	1	570,956	570,956	ARPA - Software renewals, licenses, & set-up, firewall	1	129,865	129,865																																								
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Information Systems personnel services support.	1	570,956	570,956																																																									
ARPA - Software renewals, licenses, & set-up, firewall	1	129,865	129,865																																																									
0	0	252,888	9700-99	Transfers Out - Fire District Transition		0	0	0																																																				
157,631	157,625	4,459,153	9701-77	Transfers Out - Interfund Debt - Wastewater Capital		442,284	392,955	392,955																																																				
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1,447,132	1,361,712	6,217,532	<u>TOTAL TRANSFERS OUT</u>			1,406,630	1,357,301	1,357,301																																																				
<u>CONTINGENCIES</u>																																																												
0	0	143,460	9800	Contingencies		1,962,400	1,962,400	1,962,400																																																				
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0	0	143,460	<u>TOTAL CONTINGENCIES</u>			1,962,400	1,962,400	1,962,400																																																				

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 99 - NON-DEPARTMENTAL Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
<u>ENDING FUND BALANCE</u>						
0	647,203	0	9901-01 Designated End FB - General Fd - Grants Balance for Business Resiliency Grant	0	0	0
833,933	883,782	0	9901-07 Designated End FB - General Fd - LOSAP Designated carryover from proposed budget year to subsequent for the Length of Service Award Program (LOSAP), the City's retirement benefit program for volunteer firefighters.	0	0	0
0	6,494,348	2,753,764	9901-90 Designated End FB - General Fd - Committed Estimate of committed funds remaining at FY25 year's end that represent ARPA revenue replacement to be spent on projects as approved by Council.	2,074,303	2,074,303	2,017,303
5,690,938	5,105,180	2,491,363	9999 Unappropriated Ending Fd Balance Undesignated carryover from proposed budget year to subsequent year, includes the excess (deficit) of revenues over (under) expenditures from prior year operations.	343,620	489,019	424,498
6,524,871	13,130,513	5,245,127	<u>TOTAL ENDING FUND BALANCE</u>	2,417,923	2,563,322	2,441,801
8,548,066	15,186,700	18,909,013	<u>TOTAL REQUIREMENTS</u>	6,563,291	6,659,361	6,537,840

Budget Document Report

01 - GENERAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
36,280,771	46,369,330	54,215,232	TOTAL RESOURCES	37,153,892	37,414,057	38,266,665
36,280,771	46,369,330	54,215,232	TOTAL REQUIREMENTS	37,153,892	37,414,057	38,266,665

Budget Document Report

05 - GRANTS AND SPECIAL ASSESSMENTS FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES						
<u>BEGINNING FUND BALANCE</u>						
0	0	160,000	4005-01 Designated Begin Fd Balance - Grants & Special Assess - Grants	0	0	0
			Unspent restricted funds from prior period(s)			
133,796	148,758	142,088	4090 Beginning Fund Balance	152,934	152,934	152,934
			Estimated July 1 carryover from prior year			
133,796	148,758	302,088	<u>TOTAL BEGINNING FUND BALANCE</u>	152,934	152,934	152,934
<u>INTERGOVERNMENTAL</u>						
176,417	0	0	4520-19 Community Development Block Grnt - 2019 Housing Rehabilitation	0	0	0
0	0	0	4546 American Rescue Plan	0	0	0
0	0	0	4548-05 Coronavirus Relief Fund (CRF) - Covid-19 Business Assist Fund	0	0	0
0	0	0	4595-05 Business Oregon (Federal) - Covid-19 Business Assist Fund	0	0	0
0	0	0	4776-05 OR Dept of Administrative Svcs - Navigation Center Grant	0	0	0
176,417	0	0	<u>TOTAL INTERGOVERNMENTAL</u>	0	0	0
<u>FINES AND FORFEITURES</u>						
0	0	60,000	6105 Opioid Settlement	250,000	250,000	250,000
			Funds from two national opioid settlements to be used on addressing the opioid crisis in the community			
0	0	60,000	<u>TOTAL FINES AND FORFEITURES</u>	250,000	250,000	250,000
<u>SPECIAL ASSESSMENTS</u>						
1,091	0	0	6210 Street Assessment	0	0	0
73,818	64,200	62,000	6250 Downtown Economic Assessment	62,000	62,000	62,000
			Collections from the Downtown Economic Improvement District (DEID) Assessment. Funds collected are passed through to the McMinnville Downtown Association (MDA) per the DEID enabling ordinance.			
			Budget Note: The current three-year DEID Assessment District's duration is from August 1, 2022 to July 31, 2025.			
74,910	64,200	62,000	<u>TOTAL SPECIAL ASSESSMENTS</u>	62,000	62,000	62,000
<u>MISCELLANEOUS</u>						
7,360	5,844	2,000	6310 Interest	10,000	10,000	10,000

Budget Document Report

05 - GRANTS AND SPECIAL ASSESSMENTS FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
14,513	279	300	6310-25 Interest - Assessments Interest collected on past due assessment accounts.	300	300	300
0	0	0	6360-05 Grants - Local	25,000	25,000	25,000
21,873	6,123	2,300	TOTAL MISCELLANEOUS	35,300	35,300	35,300
406,995	219,081	426,388	TOTAL RESOURCES	500,234	500,234	500,234

Budget Document Report

05 - GRANTS AND SPECIAL ASSESSMENTS FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
REQUIREMENTS						
<u>MATERIALS AND SERVICES</u>						
0	0	0	7595-05 Business Assistance Grant - Covid-19	0	0	0
0	0	220,000	7660-07 Materials & Supplies - Opioid Settlement Programming to address the opioid crisis in the community	210,000	210,000	210,000
0	0	0	7710 Materials & Supplies - Grants	0	0	0
0	0	0	7710-17 Materials & Supplies - Grants - Navigation Center	0	0	0
0	0	0	7750 Professional Services	42,000	42,000	42,000
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Yamhill Co. Community Outreach Services Year 2	1	42,000	42,000
73,818	64,200	62,000	8020 McMinnville Downtown Association Pass through to the McMinnville Downtown Association (MDA) of the DEID assessment collections.	62,000	62,000	62,000
176,418	0	0	8220-19 Yamhill Co Affordable Housing - 2019 Community Dev Block Grant	0	0	0
250,236	64,200	282,000	<u>TOTAL MATERIALS AND SERVICES</u>	314,000	314,000	314,000
<u>TRANSFERS OUT</u>						
8,001	9,470	9,777	9700-01 Transfers Out - General Fund	12,282	12,282	12,158
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Administration and Finance personnel services support.	1	12,158	12,158
8,001	9,470	9,777	<u>TOTAL TRANSFERS OUT</u>	12,282	12,282	12,158
<u>CONTINGENCIES</u>						
0	0	0	9800 Contingencies	0	0	0
0	0	0	<u>TOTAL CONTINGENCIES</u>	0	0	0
<u>ENDING FUND BALANCE</u>						
0	1,081,365	0	9905-01 Designated Ending Fund Balance - Grants & Special Assess - Grants	0	0	0
148,758	-935,954	134,611	9999 Unappropriated Ending Fd Balance Undesignated carryover from proposed budget year to subsequent year, includes the excess (deficit) of revenues over (under) expenditures from proposed budget year operations.	173,952	173,952	174,076
148,758	145,411	134,611	<u>TOTAL ENDING FUND BALANCE</u>	173,952	173,952	174,076
406,995	219,081	426,388	<u>TOTAL REQUIREMENTS</u>	500,234	500,234	500,234

05 - GRANTS AND SPECIAL ASSESSMENTS FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
406,995	219,081	426,388	TOTAL RESOURCES	500,234	500,234	500,234
406,995	219,081	426,388	TOTAL REQUIREMENTS	500,234	500,234	500,234

Budget Document Report

07 - TRANSIENT LODGING TAX FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES						
<u>BEGINNING FUND BALANCE</u>						
239	400	0	4090 Beginning Fund Balance Estimated July 1 carryover from prior year	0	0	0
239	400	0	<u>TOTAL BEGINNING FUND BALANCE</u>	0	0	0
<u>LICENSES AND PERMITS</u>						
1,657,452	1,824,641	2,155,000	4220 Transient Lodging Tax Transient Lodging Taxes (TLT) are collected by lodging providers and are turned over to the City. In 2017-18, TLT rates were increased from 8% to 10% and RV parks and campgrounds became subject to the tax.	2,100,403	2,100,403	2,100,403
1,657,452	1,824,641	2,155,000	<u>TOTAL LICENSES AND PERMITS</u>	2,100,403	2,100,403	2,100,403
<u>MISCELLANEOUS</u>						
292	2,600	1,000	6310 Interest Interest on past due transient lodging tax payments	2,000	2,000	2,000
384	7,167	0	6600 Other Income Penalties on past due transient lodging tax payments	0	0	0
675	9,767	1,000	<u>TOTAL MISCELLANEOUS</u>	2,000	2,000	2,000
1,658,366	1,834,808	2,156,000	<u>TOTAL RESOURCES</u>	2,102,403	2,102,403	2,102,403

Budget Document Report

07 - TRANSIENT LODGING TAX FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
REQUIREMENTS						
<u>MATERIALS AND SERVICES</u>						
966	0	0	7750 Professional Services	0	0	0
0	864	2,400	7750-01 Professional Services - Audit & other city-wide prof svc Costs shared city-wide for audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses	4,080	4,080	4,080
1,138,092	1,259,683	1,478,232	8017 Tourism Promotion & Programs Transient Lodging Taxes paid to Visit McMinnville.	1,438,206	1,438,206	1,438,193
1,139,058	1,260,547	1,480,632	<u>TOTAL MATERIALS AND SERVICES</u>	1,442,286	1,442,286	1,442,273
<u>TRANSFERS OUT</u>						
518,908	573,797	675,368	9700-01 Transfers Out - General Fund	660,117	660,117	660,130
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Transfer 30% of transient lodging taxes collected-net revenue	1	616,368	616,368
			Admin, Finance, & Comm Development personnel services support.	1	43,762	43,762
518,908	573,797	675,368	<u>TOTAL TRANSFERS OUT</u>	660,117	660,117	660,130
<u>ENDING FUND BALANCE</u>						
400	464	0	9999 Unappropriated Ending Fd Balance Excess of revenue over expenditures that is carried over to subsequent year is budgeted as contingency. This allows all available dollars to be spent during the fiscal year, if appropriate.	0	0	0
400	464	0	<u>TOTAL ENDING FUND BALANCE</u>	0	0	0
1,658,366	1,834,808	2,156,000	<u>TOTAL REQUIREMENTS</u>	2,102,403	2,102,403	2,102,403

Budget Document Report

07 - TRANSIENT LODGING TAX FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
1,658,366	1,834,808	2,156,000	TOTAL RESOURCES	2,102,403	2,102,403	2,102,403
1,658,366	1,834,808	2,156,000	TOTAL REQUIREMENTS	2,102,403	2,102,403	2,102,403

Budget Document Report

08 - AFFORDABLE HOUSING FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES						
<u>BEGINNING FUND BALANCE</u>						
0	0	0	4008-01 Designated Begin Fd Balance - Affordable Housing - Grants	0	0	0
0	0	0	4090 Beginning Fund Balance	0	0	0
0	0	0	TOTAL BEGINNING FUND BALANCE	0	0	0
<u>LICENSES AND PERMITS</u>						
0	0	0	4208 Construction Excise Tax	0	0	0
0	0	0	TOTAL LICENSES AND PERMITS	0	0	0
<u>INTERGOVERNMENTAL</u>						
0	0	0	4546 American Rescue Plan	0	0	0
0	0	0	4776-05 OR Dept of Administrative Svcs - Navigation Center Grant	0	0	0
0	0	0	TOTAL INTERGOVERNMENTAL	0	0	0
<u>MISCELLANEOUS</u>						
813	0	0	6310 Interest	0	0	0
813	0	0	TOTAL MISCELLANEOUS	0	0	0
813	0	0	TOTAL RESOURCES	0	0	0

Budget Document Report

08 - AFFORDABLE HOUSING FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
<u>REQUIREMENTS</u>						
<u>MATERIALS AND SERVICES</u>						
0	0	0	7520 Public Notices & Printing	0	0	0
0	0	0	7660 Materials & Supplies	0	0	0
0	0	0	7750 Professional Services	0	0	0
0	0	0	8016 Affordable Housing Programs	0	0	0
0	0	0	<u>TOTAL MATERIALS AND SERVICES</u>	0	0	0
<u>CAPITAL OUTLAY</u>						
0	0	0	8800 Building Improvements	0	0	0
0	0	0	<u>TOTAL CAPITAL OUTLAY</u>	0	0	0
<u>TRANSFERS OUT</u>						
0	0	0	9700-01 Transfers Out - General Fund	0	0	0
0	0	0	<u>TOTAL TRANSFERS OUT</u>	0	0	0
<u>CONTINGENCIES</u>						
0	0	0	9800 Contingencies	0	0	0
0	0	0	<u>TOTAL CONTINGENCIES</u>	0	0	0
<u>ENDING FUND BALANCE</u>						
0	0	0	9908-01 Designated Ending Fund Balance - Affordable Housing - Grants	0	0	0
813	0	0	9999 Unappropriated Ending Fd Balance	0	0	0
813	0	0	<u>TOTAL ENDING FUND BALANCE</u>	0	0	0
813	0	0	<u>TOTAL REQUIREMENTS</u>	0	0	0

Budget Document Report

08 - AFFORDABLE HOUSING FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 25 - CONSTRUCTION EXCISE TAX Section : N/A Program : N/A		2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES							
<u>BEGINNING FUND BALANCE</u>							
0	0	346,934	4090	Beginning Fund Balance Estimated July 1 undesignated carryover from the prior year.	764,051	764,051	764,051
0	0	346,934	<u>TOTAL BEGINNING FUND BALANCE</u>		764,051	764,051	764,051
<u>LICENSES AND PERMITS</u>							
0	0	0	4208	Construction Excise Tax	0	0	0
0	287,226	600,000	4208-05	Construction Excise Tax - Residential	350,000	350,000	350,000
0	26,730	200,000	4208-10	Construction Excise Tax - Commercial	100,000	100,000	100,000
0	313,956	800,000	<u>TOTAL LICENSES AND PERMITS</u>		450,000	450,000	450,000
<u>MISCELLANEOUS</u>							
0	34,318	30,000	6310	Interest	85,000	85,000	85,000
0	34,318	30,000	<u>TOTAL MISCELLANEOUS</u>		85,000	85,000	85,000
<u>TRANSFERS IN</u>							
0	0	31,442	6900-01	Transfers In - General Fund	0	0	0
0	0	31,442	<u>TOTAL TRANSFERS IN</u>		0	0	0
0	348,274	1,208,376	<u>TOTAL RESOURCES</u>		1,299,051	1,299,051	1,299,051

08 - AFFORDABLE HOUSING FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 25 - CONSTRUCTION EXCISE TAX Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

0	0	71,785	7000-05 Salaries & Wages - Regular Full Time Associate Planner - Housing - 0.75 FTE	72,849	72,849	72,849
0	0	0	7000-20 Salaries & Wages - Overtime	1,598	1,598	1,599
0	0	4,343	7300-05 Fringe Benefits - FICA - Social Security	4,505	4,505	4,505
0	0	1,041	7300-06 Fringe Benefits - FICA - Medicare	1,079	1,079	1,079
0	0	21,729	7300-15 Fringe Benefits - PERS - OPSRP - IAP	22,633	22,633	22,633
0	0	22,438	7300-20 Fringe Benefits - Medical Insurance	17,546	17,546	17,546
0	0	3,000	7300-22 Fringe Benefits - VEBA Plan	2,250	2,250	2,250
0	0	60	7300-25 Fringe Benefits - Life Insurance	45	45	45
0	0	172	7300-30 Fringe Benefits - Long Term Disability	174	174	174
0	0	912	7300-35 Fringe Benefits - Workers' Compensation Insurance	1,042	1,042	1,042
0	0	23	7300-37 Fringe Benefits - Workers' Benefit Fund	16	16	16
0	0	263	7300-45 Fringe Benefits - Paid Family Leave City Share	58	58	58
0	0	125,766	<u>TOTAL PERSONNEL SERVICES</u>	123,795	123,795	123,796

MATERIALS AND SERVICES

0	0	2,500	7520 Public Notices & Printing	2,500	2,500	2,500
0	0	200	7540 Employee Events Costs shared city-wide for employee training, materials, and events.	200	200	200
0	0	0	7610-05 Insurance - Liability	69	69	66
0	0	2,500	7660 Materials & Supplies	2,500	2,500	2,500
0	0	27,000	7750 Professional Services	50,400	50,400	50,400
0	0	0	7750-01 Professional Services - Audit & other city-wide prof svc Costs shared city-wide for audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses	1,620	1,620	1,620
0	0	0	7840 M & S Computer Charges I.S. Fund materials & supplies costs shared city-wide	1,723	1,723	1,723
0	0	6,000	7840-68 M & S Computer Charges - Affordable Housing	0	0	0
0	0	312,122	8016 Affordable Housing Programs	477,600	477,600	477,600

Description	Units	Amt/Unit	Total
24 Rollover	1	312,000	312,000
25 Projections	1	165,600	165,600

Budget Document Report

08 - AFFORDABLE HOUSING FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 25 - CONSTRUCTION EXCISE TAX Section : N/A Program : N/A				2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
0	29,080	0	8018	Construction Excise Tax expense			50,400	50,400	50,400
				Residential CET - OR Housing Fund (15% Residential)					
0	0	358,000	8226	Developer Incentives			564,000	564,000	564,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				24 Rollover	1	348,000	348,000		
				25 Projections	1	216,000	216,000		
0	29,080	708,322	TOTAL MATERIALS AND SERVICES				1,151,012	1,151,012	1,151,009
			CAPITAL OUTLAY						
0	0	0	8750	Capital Outlay Computer Charges			182	182	182
				I.S. Fund capital outlay costs shared city-wide					
0	0	0	TOTAL CAPITAL OUTLAY				182	182	182
			TRANSFERS OUT						
0	4,876	4,989	9700-01	Transfers Out - General Fund			8,906	8,906	8,782
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Admin & Finance Support Services Transfer	1	8,782	8,782		
0	8,254	27,011	9700-70	Transfers Out - Building			9,094	9,094	9,218
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Building personnel services support	1	9,218	9,218		
0	13,130	32,000	TOTAL TRANSFERS OUT				18,000	18,000	18,000
			CONTINGENCIES						
0	0	34,000	9800	Contingencies			6,062	6,062	6,064
0	0	34,000	TOTAL CONTINGENCIES				6,062	6,062	6,064
			ENDING FUND BALANCE						
0	306,064	308,397	9999	Unappropriated Ending Fd Balance			0	0	0
0	306,064	308,397	TOTAL ENDING FUND BALANCE				0	0	0
0	348,274	1,208,485	TOTAL REQUIREMENTS				1,299,051	1,299,051	1,299,051

Budget Document Report

08 - AFFORDABLE HOUSING FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 26 - GRANTS Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES						
<u>BEGINNING FUND BALANCE</u>						
0	813	0	4008-01 Designated Begin Fd Balance - Affordable Housing - Grants	922	922	922
0	813	0	TOTAL BEGINNING FUND BALANCE	922	922	922
<u>INTERGOVERNMENTAL</u>						
0	0	0	4520 Community Development Block Grnt McMinnville Housing Rehabilitation Program	500,000	500,000	500,000
0	0	0	4546 American Rescue Plan	0	0	0
0	34,894	1,465,106	4776-05 OR Dept of Administrative Svcs - Navigation Center Grant	0	0	0
0	480,475	19,525	4779-05 YCAP - Navigation Center Grant	0	0	0
0	0	609,500	5015 Yamhill Community Care Org	0	0	0
0	515,369	2,094,131	TOTAL INTERGOVERNMENTAL	500,000	500,000	500,000
<u>TRANSFERS IN</u>						
0	0	800,000	6900-01 Transfers In - General Fund	0	0	0
0	0	800,000	TOTAL TRANSFERS IN	0	0	0
0	516,182	2,894,131	TOTAL RESOURCES	500,922	500,922	500,922

Budget Document Report

08 - AFFORDABLE HOUSING FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 26 - GRANTS Section : N/A Program : N/A			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
REQUIREMENTS								
<u>MATERIALS AND SERVICES</u>								
0	0	0	7520	Public Notices & Printing		0	0	0
0	0	0	7660	Materials & Supplies		0	0	0
0	200	300,000	7750	Professional Services		500,000	500,000	500,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				CDBG housing rehab grant FY25 and FY26	1	500,000	500,000	
0	0	0	8016	Affordable Housing Programs		0	0	0
0	200	300,000		<u>TOTAL MATERIALS AND SERVICES</u>		500,000	500,000	500,000
<u>CAPITAL OUTLAY</u>								
0	480,688	2,509,618	8800	Building Improvements		0	0	0
				Building improvements for the navigation center				
0	480,688	2,509,618		<u>TOTAL CAPITAL OUTLAY</u>		0	0	0
<u>TRANSFERS OUT</u>								
0	34,481	84,404	9700-01	Transfers Out - General Fund		0	0	0
0	34,481	84,404		<u>TOTAL TRANSFERS OUT</u>		0	0	0
<u>ENDING FUND BALANCE</u>								
0	813	0	9908-01	Designated Ending Fund Balance - Affordable Housing - Grants		922	922	922
0	813	0		<u>TOTAL ENDING FUND BALANCE</u>		922	922	922
0	516,182	2,894,022		<u>TOTAL REQUIREMENTS</u>		500,922	500,922	500,922

Budget Document Report

08 - AFFORDABLE HOUSING FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : <i>N/A</i> Section : <i>N/A</i> Program : <i>N/A</i>	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
813	864,455	4,102,507	<i>TOTAL RESOURCES</i>	1,799,973	1,799,973	1,799,973
813	864,455	4,102,507	<i>TOTAL REQUIREMENTS</i>	1,799,973	1,799,973	1,799,973

Budget Document Report

10 - TELECOMMUNICATIONS FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES						
<u>BEGINNING FUND BALANCE</u>						
1,955	1,958	2,008	4090 Beginning Fund Balance Estimated July 1 carryover from the prior year	2,105	2,105	2,105
1,955	1,958	2,008	<u>TOTAL BEGINNING FUND BALANCE</u>	2,105	2,105	2,105
<u>LICENSES AND PERMITS</u>						
15,220	10,341	5,000	4205-07 Franchise Fees - Zply-Cable Cable franchise fee is 5% and is allocated to General Fund Non-Departmental (2.75%) and Telecommunications Fund (2.25%). 2.25% allocated to Telecommunications Fund is distributed to McMinnville Community Media (MCM) for management of local public access channel. Anticipate company exiting cable business in FY2024-25.	800	800	800
152,145	146,360	147,000	4205-15 Franchise Fees - Comcast Communications-Cable Cable franchise fee is 5% and is allocated to General Fund Non-Departmental (2.75%) and Telecommunications Fund (2.25%). 2.25% allocated to Telecommunications Fund is distributed to McMinnville Community Media (MCM) for management of local public access channel.	134,100	134,100	134,100
4,564	2,435	1,500	4275-07 Subscriber Fees - PEG - Zply-Cable \$1 per month subscriber fee received from Zply Fiber for public access channel capital expenditures; passed through to McMinnville Community Media (MCM). Anticipate company exiting cable business in FY2024-25.	250	250	250
72,600	56,790	70,000	4275-15 Subscriber Fees - PEG - Comcast-Cable 2013-2023 Franchise is for \$1 per month subscriber fee received from Comcast for public access channel capital expenditures; passed through to McMinnville Community Media (MCM).	55,000	55,000	55,000
244,529	215,926	223,500	<u>TOTAL LICENSES AND PERMITS</u>	190,150	190,150	190,150
<u>MISCELLANEOUS</u>						
3	47	50	6310 Interest	100	100	100
3	47	50	<u>TOTAL MISCELLANEOUS</u>	100	100	100
246,487	217,931	225,558	<u>TOTAL RESOURCES</u>	192,355	192,355	192,355

Budget Document Report

10 - TELECOMMUNICATIONS FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
REQUIREMENTS						
<u>MATERIALS AND SERVICES</u>						
152,145	146,360	147,000	8170-05 McMinnville Community Media - Comcast Franchise Fees-Cable Comcast cable franchise fee passed through to McMinnville Community Media (MCM) for management of local public access channel.	134,100	134,100	134,100
15,220	10,341	5,000	8170-07 McMinnville Community Media - Zply Franchise Fee-Cable Zply cable franchise fee passed through to McMinnville Community Media (MCM) for management of local public access channel.	800	800	800
72,600	56,790	70,000	Note: Estimating decrease due to company's possible reduction of services. 8170-15 McMinnville Community Media - PEG Access Support-Comcast City pass through to McMinnville Community Media (MCM) of the \$1 per month subscriber fee collected by Comcast. Fee is required to be spent on cable access channel capital equipment.	55,000	55,000	55,000
4,564	2,435	1,500	8170-17 McMinnville Community Media - PEG Access Support-Zply City pass through to McMinnville Community Media (MCM) of the \$1 per month subscriber fee collected by Zply. Fee is required to be spent on cable access channel capital equipment.	250	250	250
Note: Estimating decrease due to company's possible reduction of services.						
244,529	215,926	223,500	<u>TOTAL MATERIALS AND SERVICES</u>	190,150	190,150	190,150
<u>TRANSFERS OUT</u>						
0	0	0	9700-01 Transfers Out - General Fund	0	0	0
0	0	0	<u>TOTAL TRANSFERS OUT</u>	0	0	0
<u>CONTINGENCIES</u>						
0	0	1,500	9800 Contingencies	1,500	1,500	1,500
0	0	1,500	<u>TOTAL CONTINGENCIES</u>	1,500	1,500	1,500
<u>ENDING FUND BALANCE</u>						
1,958	2,005	558	9999 Unappropriated Ending Fd Balance Undesignated carryover from proposed budget year to subsequent year, includes excess (deficit) of revenues over (under) expenditures from proposed budget year operations.	705	705	705
1,958	2,005	558	<u>TOTAL ENDING FUND BALANCE</u>	705	705	705
246,487	217,931	225,558	<u>TOTAL REQUIREMENTS</u>	192,355	192,355	192,355

Budget Document Report

10 - TELECOMMUNICATIONS FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
246,487	217,931	225,558	TOTAL RESOURCES	192,355	192,355	192,355
246,487	217,931	225,558	TOTAL REQUIREMENTS	192,355	192,355	192,355

Budget Document Report

15 - EMERGENCY COMMUNICATIONS FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES						
<u>BEGINNING FUND BALANCE</u>						
110,934	152,468	142,534	4090 Beginning Fund Balance Estimated July 1 carryover from the prior year	145,633	145,633	145,633
110,934	152,468	142,534	<u>TOTAL BEGINNING FUND BALANCE</u>	145,633	145,633	145,633
<u>LICENSES AND PERMITS</u>						
47,627	6,090	3,600	4205-06 Franchise Fees - Miscellaneous-Telecommunications Telephone franchise fee is 7% and is allocated to General Fund Non-Departmental (4%) and Emergency Communications Fund (3%). 3% allocated to Emergency Communications Fund is dedicated to "Enhanced 911" emergency communications system.	4,500	4,500	4,500
18,409	17,144	21,200	4205-08 Franchise Fees - Ziply-Telephone Telephone franchise fee is 7% and is allocated to General Fund Non-Departmental (4%) and Emergency Communications Fund (3%). 3% allocated to Emergency Communications Fund is dedicated to "Enhanced 911" emergency communications system.	17,300	17,300	17,300
66,037	23,234	24,800	<u>TOTAL LICENSES AND PERMITS</u>	21,800	21,800	21,800
<u>INTERGOVERNMENTAL</u>						
7,500	8,000	8,000	5040-05 Yamhill Communications Agency - Radio System City funds for radio equipment reserve held by Yamhill County	8,000	8,000	8,000
7,500	8,000	8,000	<u>TOTAL INTERGOVERNMENTAL</u>	8,000	8,000	8,000
<u>CHARGES FOR SERVICES</u>						
15,480	15,480	15,480	5325 System Access Fees Fees charged for access to City's radio system.	24,750	24,750	24,750
15,480	15,480	15,480	<u>TOTAL CHARGES FOR SERVICES</u>	24,750	24,750	24,750
<u>MISCELLANEOUS</u>						
452	3,150	2,600	6310 Interest	7,000	7,000	7,000
452	3,150	2,600	<u>TOTAL MISCELLANEOUS</u>	7,000	7,000	7,000
<u>TRANSFERS IN</u>						
819,282	702,772	578,272	6900-01 Transfers In - General Fund	594,197	594,197	642,869

15 - EMERGENCY COMMUNICATIONS FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			General Fund support for Emergency comm equipment debt payment	1	37,173	37,173
			General Fund Police support for YCOM dispatching services	1	605,696	605,696
819,282	702,772	578,272	<u>TOTAL TRANSFERS IN</u>		594,197	594,197
1,019,684	905,104	771,686	<u>TOTAL RESOURCES</u>		801,380	801,380

15 - EMERGENCY COMMUNICATIONS FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
REQUIREMENTS								
MATERIALS AND SERVICES								
1,318	1,367	11,300	7720-06	Repairs & Maintenance - Equipment		11,300	11,300	11,300
45,086	44,081	45,476	7750	Professional Services		36,888	36,888	36,888
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			July / August contract cost radio maintenance		2	3,789	7,578	
			September thru June contract cost radio maintenance		10	2,931	29,310	
0	936	1,300	7750-01	Professional Services - Audit & other city-wide prof svc		2,370	2,370	2,370
			Costs shared city-wide for audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses					
0	0	0	7800	M & S Equipment		0	0	0
782,110	665,600	541,100	8180-05	YCOM - Other Governmental Services		540,800	540,800	605,696
			City's support for dispatching emergency communication services provided by Yamhill Communications Agency (YCOM).					
828,514	711,984	599,176	TOTAL MATERIALS AND SERVICES			591,358	591,358	656,254
CAPITAL OUTLAY								
0	0	0	8710	Equipment		0	0	0
0	0	0	TOTAL CAPITAL OUTLAY			0	0	0
DEBT SERVICE								
30,333	31,592	32,903	9520-05	Equipment-Lease Purchase - Principal		34,269	34,269	34,269
			Principal payment for lease authorized in 2019-20. Payment due on September 15th. Lease used to purchase new mobile and portable radios for the Police Department, as well as convert MPD's primary radio channel from analog to digital and encrypt the frequency.					
6,839	5,580	4,269	9520-10	Equipment-Lease Purchase - Interest		2,904	2,904	2,904
			Interest payment on lease due September 15th.					
37,172	37,172	37,172	TOTAL DEBT SERVICE			37,173	37,173	37,173
TRANSFERS OUT								
1,531	1,718	2,550	9700-01	Transfers Out - General Fund		2,397	2,397	2,334
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Finance personnel services support.		1	2,334	2,334	
1,531	1,718	2,550	TOTAL TRANSFERS OUT			2,397	2,397	2,334
CONTINGENCIES								
0	0	50,000	9800	Contingencies		50,000	50,000	50,000

Budget Document Report

15 - EMERGENCY COMMUNICATIONS FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
0	0	50,000	TOTAL CONTINGENCIES	50,000	50,000	50,000
ENDING FUND BALANCE						
152,468	154,231	82,788	9999 Unappropriated Ending Fd Balance Undesignated carryover from proposed budget year to subsequent year, includes excess (deficit) of revenues over (under) expenditures from proposed budget year operations	120,452	120,452	104,291
152,468	154,231	82,788	TOTAL ENDING FUND BALANCE	120,452	120,452	104,291
1,019,684	905,105	771,686	TOTAL REQUIREMENTS	801,380	801,380	850,052

15 - EMERGENCY COMMUNICATIONS FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
1,019,684	905,104	771,686	TOTAL RESOURCES	801,380	801,380	850,052
1,019,684	905,104	771,686	TOTAL REQUIREMENTS	801,380	801,380	850,052

Budget Document Report

20 - STREET FUND

Department : N/A
 Section : N/A
 Program : N/A

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES							
BEGINNING FUND BALANCE							
1,779,174	2,224,397	2,030,792	4090	Beginning Fund Balance Estimated July 1 undesignated carryover from prior year	2,253,798	2,253,798	2,253,798
0	0	0	4092	Designated Begin Fund Balance-Capital Replacement Reserve Designated Beginning Fund Balance reserve for future vehicle and equipment acquisition.	30,000	30,000	30,000
1,779,174	2,224,397	2,030,792	TOTAL BEGINNING FUND BALANCE		2,283,798	2,283,798	2,283,798
LICENSES AND PERMITS							
27	39	50	4300	Bicycle Fees	50	50	50
27	39	50	TOTAL LICENSES AND PERMITS		50	50	50
INTERGOVERNMENTAL							
49	1,346	0	4545	Federal FEMA Grant	0	0	0
9,859	0	0	4546	American Rescue Plan	0	0	0
0	0	0	4548	Coronavirus Relief Fund (CRF)	0	0	0
0	226,263	277,590	4590-30	ODOT Federal Grants - Hwy Infrastruct Prog(HIP-CRRSAA)	32,197	32,197	32,197
2,755,403	2,704,049	2,665,000	4740	OR State Gas Taxes State highway revenues (fuel taxes, license fees, weight-mile taxes) distributed monthly to cities on a per capita basis.	2,725,000	2,725,000	2,725,000
2,765,311	2,931,657	2,942,590	TOTAL INTERGOVERNMENTAL		2,757,197	2,757,197	2,757,197
MISCELLANEOUS							
9,187	51,282	43,000	6310	Interest	100,000	100,000	100,000
7,454	17,653	10,000	6600	Other Income	10,000	10,000	10,000
16,641	68,935	53,000	TOTAL MISCELLANEOUS		110,000	110,000	110,000
TRANSFERS IN							
6,016	6,473	7,225	6900-85	Transfers In - Insurance Services	0	0	0
6,016	6,473	7,225	TOTAL TRANSFERS IN		0	0	0
4,567,169	5,231,501	5,033,657	TOTAL RESOURCES		5,151,045	5,151,045	5,151,045

Budget Document Report

20 - STREET FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

1,099	4,112	0	7000	Salaries & Wages	0	0	0
486,260	506,153	555,712	7000-05	Salaries & Wages - Regular Full Time Maintenance & Operations - Superintendent - 0.50 FTE Maintenance & Operations - Supervisor - Street - 0.95 FTE Maintenance & Operations - Supervisor - Park Maint - 0.05 FTE Wastewater Svcs Supervisor-Conveyance - 0.10 FTE Mechanic - Ops & Maint - 0.45 FTE Senior Utility Worker - 1.00 FTE Senior Utility Worker - WWS - 0.10 FTE Utility Worker II - 4.00 FTE Utility Worker II - WWS - 0.40 FTE Management Support Specialist - Senior - 0.50 FTE	626,675	626,675	626,675
32,790	48,995	77,250	7000-15	Salaries & Wages - Temporary Extra Help - Streets - 1.92 FTE	82,000	82,000	82,000
6,441	12,347	11,000	7000-20	Salaries & Wages - Overtime	12,000	12,000	12,000
5	0	0	7000-37	Salaries & Wages - Medical Opt Out Incentive	0	0	0
-174	1,731	0	7300	Fringe Benefits	0	0	0
31,441	33,947	38,960	7300-05	Fringe Benefits - FICA - Social Security	43,599	43,599	43,599
7,353	7,939	9,337	7300-06	Fringe Benefits - FICA - Medicare	10,448	10,448	10,448
151,117	149,501	191,538	7300-15	Fringe Benefits - PERS - OPSRP - IAP	215,501	215,501	215,501
122,725	131,723	139,476	7300-20	Fringe Benefits - Medical Insurance	162,216	162,216	162,216
18,600	21,700	17,750	7300-22	Fringe Benefits - VEBA Plan	20,000	20,000	20,000
607	456	477	7300-25	Fringe Benefits - Life Insurance	483	483	483
1,793	1,282	1,311	7300-30	Fringe Benefits - Long Term Disability	1,460	1,460	1,460
40,730	24,599	27,436	7300-35	Fringe Benefits - Workers' Compensation Insurance	33,872	33,872	33,872
163	177	225	7300-37	Fringe Benefits - Workers' Benefit Fund	207	207	207
-1,078	0	3,990	7300-40	Fringe Benefits - Unemployment	3,990	3,990	3,990
0	0	2,326	7300-45	Fringe Benefits - Paid Family Leave City Share	564	564	564
899,871	944,662	1,076,788	TOTAL PERSONNEL SERVICES		1,213,015	1,213,015	1,213,015

MATERIALS AND SERVICES

1,078	2,378	2,500	7530	Training	2,850	2,850	2,850
585	690	1,200	7540	Employee Events Costs shared city-wide for employee training, materials, and events.	1,600	1,600	1,600

Budget Document Report

20 - STREET FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
2,376	2,708	8,500	7550	Travel & Education		7,900	7,900	7,900
25,586	32,658	40,000	7590	Fuel - Vehicle & Equipment		35,000	35,000	35,000
14,399	9,113	13,500	7600	Utilities		13,500	13,500	13,500
0	0	0	7600-04	Utilities - Water		0	0	0
64,907	76,481	84,320	7610-05	Insurance - Liability		30,909	30,909	29,766
9,893	12,665	15,700	7610-10	Insurance - Property		19,885	19,885	19,344
7,550	17,555	11,000	7620	Telecommunications		11,000	11,000	11,000
				Includes funding for redundant communications capability-cell phones and radio system maintenance				
2,448	2,515	2,900	7650	Janitorial		2,900	2,900	2,900
18,394	23,977	18,000	7660	Materials & Supplies		20,000	20,000	20,000
35,784	38,697	85,000	7720	Repairs & Maintenance		95,000	95,000	95,000
				Materials and supplies for street maintenance activities				
0	0	0	7720-05	Repairs & Maintenance - Inventory-InterDept Projects		0	0	0
43,597	20,051	25,000	7720-06	Repairs & Maintenance - Equipment		30,000	30,000	30,000
0	0	0	7720-07	Repairs & Maintenance - Inventory-Equipment		0	0	0
2,676	3,104	7,500	7720-10	Repairs & Maintenance - Building Maintenance		4,500	4,500	4,500
				Street Maintenance Section's shared cost of Public Works Shop buildings and grounds maintenance.				
0	0	0	7720-14	Repairs & Maintenance - Vehicles		0	0	0
15,888	4,677	7,500	7720-28	Repairs & Maintenance - Right of Way		7,500	7,500	7,500
				Materials and supplies for maintenance of right-of-way and landscape areas within city street right-of-way.				
17,950	54,444	50,000	7720-30	Repairs & Maintenance - Sidewalks		50,000	50,000	50,000
				Repair and construction of city sidewalks and wheelchair ramps.				
2,232	9,054	10,000	7720-32	Repairs & Maintenance - Traffic Signal		10,000	10,000	10,000
				Oregon Department of Transportation (ODOT) contract for traffic signal maintenance of City-owned traffic signals.				
5,284	3,907	100,000	7720-35	Repairs & Maintenance - Storm Drains		100,000	100,000	100,000
				Repair of the storm drainage system within the public right-of-way.				
2,519	168	27,000	7750	Professional Services		27,000	27,000	27,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Pavement Ratings Services	1	12,000	12,000	
				Miscellaneous Professional Services	1	15,000	15,000	
0	3,841	5,000	7750-01	Professional Services - Audit & other city-wide prof svc		12,990	12,990	12,990
				Costs shared city-wide for audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses				
324,471	332,194	511,500	7780-12	Contract Services - Street Maintenance		699,950	699,950	699,950

Budget Document Report

20 - STREET FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : <i>N/A</i> Section : <i>N/A</i> Program : <i>N/A</i>	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
Various contract services with private companies and other agencies for sweeping, striping, mowing, street repair, landscape, maintenance, snow removal, etc.						
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Downtown Street Sweeping	1	39,000	39,000
			Citywide Street Sweeping	1	272,700	272,700
			Striping	1	50,000	50,000
			Backflow Testing	1	1,250	1,250
			Graffiti Removal	1	4,000	4,000
			Homeless Camp Cleanup	1	25,000	25,000
			Emergency Sweeping	1	3,000	3,000
			Litter Patrol	1	5,000	5,000
			Pavement Repairs	1	300,000	300,000
19,095	5,489	5,000	7800 M & S Equipment			
			Miscellaneous small equipment for operations and maintenance			
1,071	1,539	1,500	7800-42 M & S Equipment - Shop			
			Miscellaneous small equipment and tools for shop operations and maintenance			
7,018	9,599	8,326	7840 M & S Computer Charges			
			I.S. Fund materials & supplies costs shared city-wide			
9,277	15,125	13,450	7840-75 M & S Computer Charges - Street			
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Computer replacements 50% shared with Street	1	5,500	5,500
			Office 365 licensing	1	1,450	1,450
			Hansen Development	1	5,000	5,000
			Hansen renewal 25% - shared with Eng, Park Maint, WWS	1	4,000	4,000
			Adobe Pro licensing	1	400	400
			ESRI renewal 17% - shared with Bldg, ComDev,ENG, ParkMaint, WWS	1	2,500	2,500
			Street Saver software	1	4,500	4,500
			Bluebeam licensing	1	400	400
35,197	30,313	25,000	8190 Signs			
			Street signing materials and supplies, along with replacement of downtown parking signage.			
282,962	293,659	300,000	8200 Street & Parking Lot Lighting			
			McMinnville Water & Light Department charges for electrical service, installation of new luminaries, and cost of material for maintenance of street lights.			
2,128	21,540	30,000	8210 Street Tree Program			
			The street tree program includes activities related to planting, removal and pruning of street trees in the downtown core. It also includes work on right of way trees around the community related to storm damage, including clean-up, pruning, and removals.			
954,363	1,028,144	1,409,396	TOTAL MATERIALS AND SERVICES			
				1,590,421	1,590,421	1,588,737

Budget Document Report

20 - STREET FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A				2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
<u>CAPITAL OUTLAY</u>									
0	271,282	257,500	8710	Equipment			25,000	25,000	25,000
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
			Sanding Unit for 5 yard Dump Truck (Replace Sander 94-2)	1	25,000	25,000			
654	0	2,232	8750	Capital Outlay Computer Charges			1,456	1,456	1,456
			I.S. Fund capital outlay costs shared city-wide						
0	0	27,500	8750-75	Capital Outlay Computer Charges - Street			0	0	0
654	271,282	287,232	<u>TOTAL CAPITAL OUTLAY</u>				26,456	26,456	26,456
<u>TRANSFERS OUT</u>									
276,923	337,516	329,113	9700-01	Transfers Out - General Fund			304,030	304,030	303,906
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
			Street Fund support of Engineering operations.	1	42,405	42,405			
			Engineering, Admin, & Finance personnel services support.	1	254,658	254,658			
			Street Fund support of centralized Facility operations.	1	6,843	6,843			
200,000	375,000	230,000	9700-45	Transfers Out - Transportation			500,000	500,000	500,000
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
			Gas tax revenues used to fund Transportation Fund expenses.	1	500,000	500,000			
10,960	11,694	12,733	9700-80	Transfers Out - Information Systems			13,317	13,317	13,317
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
			Information Systems personnel services support.	1	13,317	13,317			
487,883	724,210	571,846	<u>TOTAL TRANSFERS OUT</u>				817,347	817,347	817,223
<u>CONTINGENCIES</u>									
0	0	500,000	9800	Contingencies			500,000	500,000	500,000
0	0	500,000	<u>TOTAL CONTINGENCIES</u>				500,000	500,000	500,000
<u>ENDING FUND BALANCE</u>									
0	0	30,000	9992	Designated Ending Fund Balance-Capital Replacement Reserve			60,000	60,000	60,000
			Designated ending fund balance reserve for future vehicle and equipment acquisition.						
2,224,397	2,263,203	1,158,395	9999	Unappropriated Ending Fd Balance			943,806	943,806	945,614
			Undesignated carryover from proposed budget year to subsequent year, includes the excess (deficit) of revenues over (under) expenditures from proposed budget year operations.						
2,224,397	2,263,203	1,188,395	<u>TOTAL ENDING FUND BALANCE</u>				1,003,806	1,003,806	1,005,614

Budget Document Report

20 - STREET FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
4,567,169	5,231,501	5,033,657	TOTAL REQUIREMENTS	5,151,045	5,151,045	5,151,045

Budget Document Report

20 - STREET FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
4,567,169	5,231,501	5,033,657	TOTAL RESOURCES	5,151,045	5,151,045	5,151,045
4,567,169	5,231,501	5,033,657	TOTAL REQUIREMENTS	5,151,045	5,151,045	5,151,045

Budget Document Report

25 - AIRPORT MAINTENANCE FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES						
BEGINNING FUND BALANCE						
552,840	617,242	779,786	4090 Beginning Fund Balance Estimated July 1 carryover from prior year	915,142	915,142	915,142
552,840	617,242	779,786	TOTAL BEGINNING FUND BALANCE	915,142	915,142	915,142
INTERGOVERNMENTAL						
1,326,403	2,634	355,000	4580 FAA Grant FY25: FAA Grant (90% FAA,10% Airport Fund) FY25: FAA BIL Grant (90% FAA, 10% Airport Fund)	1,237,500	1,237,500	1,237,500
29,218	0	0	4580-20 FAA Grant - CARES Act Airport Grant	0	0	0
23,000	0	0	4580-21 FAA Grant - CRRSA-Coronavirus Response & Rel	0	0	0
6,839	52,161	0	4580-22 FAA Grant - Airport Rescue Grant	0	0	0
0	0	0	4775-10 ODOT State Grants - Connect Oregon	0	0	0
0	0	15,000	4790 OR Aviation Department Grant Critical Oregon Airport Relief (COAR) Program grant	20,000	20,000	20,000
1,385,460	54,795	370,000	TOTAL INTERGOVERNMENTAL	1,257,500	1,257,500	1,257,500
CHARGES FOR SERVICES						
68,271	77,710	80,040	5400-05 Property Rentals - Crop Share & USDA	82,500	82,500	82,500
71,977	68,392	69,000	5400-10 Property Rentals - Land Leases	71,500	71,500	71,500
169,475	167,528	164,910	5400-15 Property Rentals - OSP Building	169,000	169,000	169,000
0	0	56,000	5400-17 Property Rentals - 4025 Nimbus Loop Newly acquired property.	12,000	12,000	12,000
9,026	10,263	10,350	5400-20 Property Rentals - Fixed Base Operator Lease	11,000	11,000	11,000
72,220	66,454	67,700	5400-25 Property Rentals - City Hangar	68,000	68,000	68,000
390,969	390,346	448,000	TOTAL CHARGES FOR SERVICES	414,000	414,000	414,000
MISCELLANEOUS						
2,061	16,649	12,000	6310 Interest	38,000	38,000	38,000
0	4,800	0	6600 Other Income	0	0	0
10,000	11,850	10,800	6600-22 Other Income - Airshow	10,000	10,000	10,000
10,775	10,672	10,000	6600-40 Other Income - Fuel Flowage Fees	10,000	10,000	10,000
22,836	43,971	32,800	TOTAL MISCELLANEOUS	58,000	58,000	58,000

Budget Document Report

25 - AIRPORT MAINTENANCE FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
2,352,105	1,106,355	1,630,586	TOTAL RESOURCES	2,644,642	2,644,642	2,644,642

25 - AIRPORT MAINTENANCE FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
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REQUIREMENTS

<u>PERSONNEL SERVICES</u>						
538	469	0	7000	Salaries & Wages	0	0
0	53,149	56,771	7000-10	Salaries & Wages - Regular Part Time <small>Airport Administrator - 0.50 FTE</small>	60,124	60,124
41	40	0	7300	Fringe Benefits	0	0
0	3,295	3,435	7300-05	Fringe Benefits - FICA - Social Security	3,637	3,637
0	771	823	7300-06	Fringe Benefits - FICA - Medicare	872	872
0	60	60	7300-25	Fringe Benefits - Life Insurance	60	60
0	139	138	7300-30	Fringe Benefits - Long Term Disability	144	144
0	195	0	7300-35	Fringe Benefits - Workers' Compensation Insurance	0	0
0	0	0	7300-37	Fringe Benefits - Workers' Benefit Fund	0	0
0	0	208	7300-45	Fringe Benefits - Paid Family Leave City Share	0	0
579	58,119	61,435	<u>TOTAL PERSONNEL SERVICES</u>		64,837	64,837

<u>MATERIALS AND SERVICES</u>						
0	928	0	7515	City Services Charge expense	3,580	3,580
0	0	100	7540	Employee Events <small>Costs shared city-wide for employee training, materials, and events.</small>	100	100
0	0	0	7600-04	Utilities - Water	0	0
8,269	8,610	9,040	7610-05	Insurance - Liability	11,015	11,015
11,395	14,107	17,490	7610-10	Insurance - Property	20,085	20,085
2,931	2,404	5,000	7660	Materials & Supplies <small>Airport restroom, janitorial and office supplies, miscellaneous permits.</small>	5,000	5,000
0	1,061	0	7720	Repairs & Maintenance	5,000	5,000
24,665	33,682	30,000	7720-40	Repairs & Maintenance - Runway/Taxiway	31,000	31,000
12,157	12,147	22,690	7740-05	Rental Property Repair & Maint - Building	18,827	18,827

<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
Liability insurance premium	1	3,204	3,204
Miscellaneous Repairs, Maintenance, Landscape	1	15,500	15,500

Budget Document Report

25 - AIRPORT MAINTENANCE FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
70,366	30,960	166,120	7740-10	Rental Property Repair & Maint - OSP		171,750	171,750	171,558
				Includes carryover projects from FY 2024 which includes: Carpeting, Interior Painting, 2 HVAC units				
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Liability insurance premium	1	758	758	
				Property insurance premium	1	5,800	5,800	
				Carpet Replacement (Carry Over)	1	80,000	80,000	
				Interior Repainting (Carry Over)	1	40,000	40,000	
				Generator, Maintenance, Upgrades1	1	15,000	15,000	
				HVAC rooftop units #3 & #5 Repair and/or Replace	2	15,000	30,000	
6,642	0	10,200	7740-15	Rental Property Repair & Maint - Fuel Tanks		28,000	28,000	28,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Jet-A Fuel Tank Cleaning, Filters, and Plumbing Repair	1	17,500	17,500	
				Fuel Farm Annual Maintenance & Supplies	1	10,500	10,500	
0	0	53,300	7740-20	Rental Property Repair & Maint - 4025 Nimbus Loop		11,013	11,013	10,845
				New rental property				
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Liability insurance premium	1	288	288	
				Property insurance premium	1	5,557	5,557	
				Building Maintenance	1	5,000	5,000	
56,998	62,430	101,000	7750	Professional Services		103,000	103,000	103,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Contracted Airport Management	1	38,000	38,000	
				Contract Hangar Management & Airport Maintenance	1	29,000	29,000	
				Miscellaneous Professional Services	1	11,000	11,000	
				Airport Engineering Consultant	1	25,000	25,000	
0	2,105	6,000	7750-01	Professional Services - Audit & other city-wide prof svc		750	750	750
				Costs shared city-wide for audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses				
0	0	395,000	7750-04	Professional Services - Grants		1,375,000	1,375,000	1,375,000
				These are FAA, ODA, and BIL Grant funded projects. Grants cover 90-95% of costs.				
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Airport Master Plan (project continuation)	1	250,000	250,000	
				Runway 17-35 & Taxiway A - Lighting Environ & Design	1	300,000	300,000	
				Airport Fencing & Windcone Design & Construction	1	625,000	625,000	
				West Apron Pavement Rehab Environmental & Design	1	200,000	200,000	
156,987	0	0	7770-53	Professional Services - Projects - Apron Rehabilitation		0	0	0

Budget Document Report

25 - AIRPORT MAINTENANCE FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
0	0	1,514	7840	M & S Computer Charges		2,298	2,298	2,298
				I.S. Fund materials & supplies costs shared city-wide				
0	0	200	7840-77	M & S Computer Charges - Airport		800	800	800
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Office 365 licensing	1	600	600	
				Adobe Licensing	1	200	200	
14,539	6,632	20,000	8215	Airport Lighting		21,000	21,000	21,000
				Runway, beacon, street, and parking area lighting maintenance and power costs.				
364,949	175,067	837,654	<u>TOTAL MATERIALS AND SERVICES</u>			1,808,218	1,808,218	1,807,146
			<u>CAPITAL OUTLAY</u>					
0	0	406	8750	Capital Outlay Computer Charges		243	243	243
				I.S. Fund capital outlay costs shared city-wide				
0	0	0	8920	Land Improvements		0	0	0
1,272,907	0	0	8920-11	Land Improvements - FAA - Apron Rehab Construction		0	0	0
1,272,907	0	406	<u>TOTAL CAPITAL OUTLAY</u>			243	243	243
			<u>TRANSFERS OUT</u>					
96,427	53,801	60,153	9700-01	Transfers Out - General Fund		62,260	62,260	62,136
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Airport Fund support of Engineering operations.	1	3,456	3,456	
				Engineering, Admin, & Finance personnel services support.	1	48,548	48,548	
				Airport Fund support of centralized Facility operations.	1	10,132	10,132	
96,427	53,801	60,153	<u>TOTAL TRANSFERS OUT</u>			62,260	62,260	62,136
			<u>CONTINGENCIES</u>					
0	0	300,000	9800	Contingencies		300,000	300,000	300,000
0	0	300,000	<u>TOTAL CONTINGENCIES</u>			300,000	300,000	300,000
			<u>ENDING FUND BALANCE</u>					
617,242	819,368	370,938	9999	Unappropriated Ending Fd Balance		409,084	409,084	410,280
				Undesignated carryover from proposed budget year to subsequent year, includes the excess (deficit) of revenues over (under) expenditures from proposed budget year operations.				
617,242	819,368	370,938	<u>TOTAL ENDING FUND BALANCE</u>			409,084	409,084	410,280
2,352,104	1,106,355	1,630,586	<u>TOTAL REQUIREMENTS</u>			2,644,642	2,644,642	2,644,642

Budget Document Report

25 - AIRPORT MAINTENANCE FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
2,352,105	1,106,355	1,630,586	TOTAL RESOURCES	2,644,642	2,644,642	2,644,642
2,352,104	1,106,355	1,630,586	TOTAL REQUIREMENTS	2,644,642	2,644,642	2,644,642

Budget Document Report

45 - TRANSPORTATION FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET																		
RESOURCES																										
BEGINNING FUND BALANCE																										
0	0	3,194,933	4045-05	Designated Begin FB-Transport Fd - Transportation SDC	4,224,038	4,224,038	4,224,038																			
0	0	0	4045-15	Designated Begin FB-Transport Fd - Bond Proceeds	0	0	0																			
0	0	0	4045-20	Designated Begin FB-Transport Fd - ODOT Fund Exchange Reserve	1,349,259	1,349,259	1,349,259																			
2,930,746	3,480,963	859,063	4090	Beginning Fund Balance Estimated July 1 undesignated carryover from prior year	430,318	430,318	430,318																			
2,930,746	3,480,963	4,053,996	TOTAL BEGINNING FUND BALANCE			6,003,615	6,003,615	6,003,615																		
INTERGOVERNMENTAL																										
0	0	90,720	4777	OR Department of Transportation Safe Routes to School grant for school related pedestrian improvements	90,720	90,720	90,720																			
201,248	201,248	937,425	4810	OR Federal Exchange - TEA 21 The City receives its Federal Surface Transportation Program (STP) allocation on an annual basis, typically in January of each year.	436,000	436,000	436,000																			
201,248	201,248	1,028,145	TOTAL INTERGOVERNMENTAL			526,720	526,720	526,720																		
CHARGES FOR SERVICES																										
678,011	430,500	300,000	5500	System Development Charges Transportation system development charges (SDC) received from new development. Oregon Revised Statutes require transportation SDCs be used to fund projects that increase the city's transportation system capacity.	600,000	600,000	600,000																			
678,011	430,500	300,000	TOTAL CHARGES FOR SERVICES			600,000	600,000	600,000																		
MISCELLANEOUS																										
13,126	82,453	70,000	6310	Interest	215,000	215,000	215,000																			
0	0	0	6310-30	Interest - Bond	0	0	0																			
0	0	0	6600	Other Income	0	0	0																			
13,126	82,453	70,000	TOTAL MISCELLANEOUS			215,000	215,000	215,000																		
TRANSFERS IN																										
200,000	375,000	230,000	6900-20	Transfers In - Street	500,000	500,000	500,000																			
<table border="0" style="width: 100%;"> <tr> <td style="width: 25%;"></td> <td style="width: 10%;"><u>Description</u></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"><u>Units</u></td> <td style="width: 10%;"><u>Amt/Unit</u></td> <td style="width: 10%;"><u>Total</u></td> <td></td> </tr> <tr> <td></td> <td>Gas tax revenues used to fund Transportation Fund expenses.</td> <td></td> <td></td> <td></td> <td>1</td> <td>500,000</td> <td>500,000</td> <td></td> </tr> </table>										<u>Description</u>				<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			Gas tax revenues used to fund Transportation Fund expenses.				1	500,000	500,000	
	<u>Description</u>				<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>																			
	Gas tax revenues used to fund Transportation Fund expenses.				1	500,000	500,000																			
200,000	375,000	230,000	TOTAL TRANSFERS IN			500,000	500,000	500,000																		

Budget Document Report

45 - TRANSPORTATION FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
4,023,131	4,570,164	5,682,141	TOTAL RESOURCES	7,845,335	7,845,335	7,845,335

Budget Document Report

45 - TRANSPORTATION FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A				2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET	
REQUIREMENTS										
MATERIALS AND SERVICES										
30,142	13,427	186,900	7750	Professional Services			131,900	131,900	131,900	
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
				Yamhill Parkway Committee Support	1	18,500	18,500			
				Design Services-Safe Routes To School Grant projects	1	113,400	113,400			
0	3,528	5,000	7750-01	Professional Services - Audit & other city-wide prof svc			1,020	1,020	1,020	
				Costs shared city-wide for audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses						
0	0	0	7750-57	Professional Services - Financing Administration			0	0	0	
0	0	450,000	7760-10	Professional Svcs - Plan/Study - Transportation System Plan			500,000	500,000	500,000	
				Transportation System Plan Update						
20,300	0	60,000	7770-20	Professional Services - Projects - Baker Cr Rd & Michelbook signal			70,000	70,000	70,000	
0	0	0	7770-65	Professional Services - Projects - Curb Ramp Replacement			0	0	0	
0	15,043	0	7770-67	Professional Services - Projects - Street Resurfacing			50,000	50,000	50,000	
0	0	0	7770-74	Professional Services - Projects - Old Sheridan Road			0	0	0	
50,442	31,998	701,900	TOTAL MATERIALS AND SERVICES				752,920	752,920	752,920	
CAPITAL OUTLAY										
0	0	450,000	9000-20	Traffic Signals - Baker Cr Rd & Michelbook			450,000	450,000	450,000	
				Installation of new traffic signal.						
175,725	1,060	308,000	9020-05	Street Resurfacing - Seal Coating			315,000	315,000	315,000	
				Slurry seal application on various City streets.						
0	0	200,000	9020-10	Street Resurfacing - Contract Overlays			0	0	0	
				Pavement overlay of various City streets, primarily using fund exchange resources.						
0	87,946	0	9020-20	Street Resurfacing - Bond Measure			0	0	0	
				Street repair and repaving projects						
0	0	0	9030-08	Street Improvements - Hill Road North			0	0	0	
0	0	0	9030-09	Street Improvements - Old Sheridan Road			0	0	0	
0	0	145,000	9030-12	Street Improvements - Pedestrian & Safety			50,000	50,000	50,000	
0	0	0	9150-05	Developer Reimbursement - Storm Drainage			0	0	0	
175,725	89,006	1,103,000	TOTAL CAPITAL OUTLAY				815,000	815,000	815,000	

Budget Document Report

45 - TRANSPORTATION FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
<u>DEBT SERVICE</u>								
146,097	146,097	146,093	9472-05	ODOT Loan - Newberg/Dundee Bypass - Principal		155,862	155,862	155,862
				Payment on ODOT loan for Phases I and II of the Newberg/Dundee bypass project				
55,151	55,151	55,156	9472-10	ODOT Loan - Newberg/Dundee Bypass - Interest		45,387	45,387	45,387
				Interest payment for City's loan balance				
201,248	201,248	201,249	<u>TOTAL DEBT SERVICE</u>			201,249	201,249	201,249
<u>TRANSFERS OUT</u>								
114,753	120,219	124,529	9700-01	Transfers Out - General Fund		138,261	138,261	138,075
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Transportation Fund support of Engineering operations.	1	19,891	19,891		
			Engineering, Admin, & Finance personnel services support.	1	118,184	118,184		
114,753	120,219	124,529	<u>TOTAL TRANSFERS OUT</u>			138,261	138,261	138,075
<u>CONTINGENCIES</u>								
0	0	500,000	9800	Contingencies		500,000	500,000	500,000
				Contingency dollars are considered to be SDC funds.				
0	0	500,000	<u>TOTAL CONTINGENCIES</u>			500,000	500,000	500,000
<u>ENDING FUND BALANCE</u>								
0	0	2,361,988	9945-05	Designated End FB - Transport Fd - Transportation SDC		3,630,308	3,630,308	3,630,308
0	0	0	9945-15	Designated End FB - Transport Fd - Bond Proceeds		0	0	0
0	0	536,176	9945-20	Designated End FB - Transport Fd - ODOT Fund Exchange Reserve		1,632,330	1,632,330	1,632,330
				Fund Exchange balance for future projects				
3,480,963	4,127,693	153,299	9999	Unappropriated Ending Fd Balance		175,267	175,267	175,453
				Undesignated carryover from proposed budget year to subsequent year, includes the excess (deficit) of revenues over (under) expenditures from proposed budget year operations.				
3,480,963	4,127,693	3,051,463	<u>TOTAL ENDING FUND BALANCE</u>			5,437,905	5,437,905	5,438,091
4,023,131	4,570,164	5,682,141	<u>TOTAL REQUIREMENTS</u>			7,845,335	7,845,335	7,845,335

Budget Document Report

45 - TRANSPORTATION FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
4,023,131	4,570,164	5,682,141	TOTAL RESOURCES	7,845,335	7,845,335	7,845,335
4,023,131	4,570,164	5,682,141	TOTAL REQUIREMENTS	7,845,335	7,845,335	7,845,335

Budget Document Report

50 - PARK DEVELOPMENT FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES						
<u>BEGINNING FUND BALANCE</u>						
0	0	0	4050-05 Designated Begin FB-Park Dev Fd - Park Development Bond Proceeds	0	0	0
16,000	16,000	16,000	4050-25 Designated Begin FB-Park Dev Fd - Heather Hollow July 1 carryover donation from the Heather Glen Homeowners Association for future improvements to Heather Hollow Neighborhood Park.	16,000	16,000	16,000
1,675,276	2,033,951	2,234,690	4090 Beginning Fund Balance Estimated July 1 undesignated carryover from prior year	2,613,409	2,613,409	2,613,409
Budget Note: SDC accounting discloses a negative system development charge (SDC) fund balance. This negative balance indicates that qualifying park improvement projects could have been all or partially funded by SDCs, but were instead funded by park improvement bond proceeds since adequate SDCs were not available. This will continue to be the case for the foreseeable future.						
1,691,276	2,049,951	2,250,690	<u>TOTAL BEGINNING FUND BALANCE</u>	2,629,409	2,629,409	2,629,409
<u>INTERGOVERNMENTAL</u>						
0	0	0	4546 American Rescue Plan	0	0	0
0	0	0	4770-27 OR State Park & Recreation Grant - NW Neighborhood Park	0	0	0
0	0	0	<u>TOTAL INTERGOVERNMENTAL</u>	0	0	0
<u>CHARGES FOR SERVICES</u>						
401,250	370,802	400,000	5500 System Development Charges An overhaul of the Park system development charges (SDC) is underway and should be completed in the near future. Pending the new methodology and fees, this budgeted amount includes a small increase that will likely need adjustment depending on timing of the adopting ordinance.	500,000	500,000	500,000
401,250	370,802	400,000	<u>TOTAL CHARGES FOR SERVICES</u>	500,000	500,000	500,000
<u>MISCELLANEOUS</u>						
7,725	47,114	40,000	6310 Interest Interest earned on SDC, grant, intergovernmental, etc balances	110,000	110,000	110,000
0	0	0	6310-30 Interest - Bond	0	0	0
0	0	0	6360-16 Grants - The Collins Foundation	0	0	0
0	0	0	6360-18 Grants - Ford Family Foundation	0	0	0
0	0	0	6450 Donations - Park Development	0	0	0
0	0	0	6450-21 Donations - Park Development - NW Neighborhood Park	0	0	0

Budget Document Report

50 - PARK DEVELOPMENT FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
0	0	0	6600 Other Income	0	0	0
7,725	47,114	40,000		110,000	110,000	110,000
			TOTAL MISCELLANEOUS			
2,100,252	2,467,866	2,690,690		3,239,409	3,239,409	3,239,409
			TOTAL RESOURCES			

Budget Document Report

50 - PARK DEVELOPMENT FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
<u>REQUIREMENTS</u>								
<u>MATERIALS AND SERVICES</u>								
0	0	0	7680	Materials & Supplies - Donations		0	0	0
1,206	0	0	7750	Professional Services		0	0	0
0	648	600	7750-01	Professional Services - Audit & other city-wide prof svc Costs shared city-wide for audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses		530	530	530
0	0	0	7750-57	Professional Services - Financing Administration		0	0	0
189	107,055	132,500	7760-50	Professional Svcs - Plan/Study - Parks & Rec Open Space Plan Parks, Recreation and Open Space Plan Update		100,000	100,000	100,000
0	0	0	7770-27	Professional Services - Projects - NW Neighborhood Park		0	0	0
0	0	0	7840	M & S Computer Charges		0	0	0
0	0	1,980	7840-63	M & S Computer Charges - Park Development		0	0	0
1,395	107,703	135,080	<u>TOTAL MATERIALS AND SERVICES</u>			100,530	100,530	100,530
<u>CAPITAL OUTLAY</u>								
0	0	0	8725-05	Equipment - Donations - NW Park Playground		0	0	0
0	0	0	9250	Park Construction Unanticipated park development either as grant match or to provide partnership opportunities for projects in the Parks Master Plan that qualify for SDC funding.		500,000	500,000	500,000
0	0	20,000	9250-25	Park Construction - NW Neighborhood Park		0	0	0
0	0	0	9300-02	Park Improvements - Grants		0	0	0
0	0	0	9300-25	Park Improvements - Heather Hollow City Park		0	0	0
0	0	20,000	<u>TOTAL CAPITAL OUTLAY</u>			500,000	500,000	500,000
<u>TRANSFERS OUT</u>								
48,906	58,460	62,573	9700-01	Transfers Out - General Fund		71,145	71,145	70,648
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Parks & Rec Admin, Eng & Finance personnel services support.	1	70,648	70,648	
48,906	58,460	62,573	<u>TOTAL TRANSFERS OUT</u>			71,145	71,145	70,648
<u>CONTINGENCIES</u>								
0	0	437,500	9800	Contingencies		500,000	500,000	500,000
0	0	437,500	<u>TOTAL CONTINGENCIES</u>			500,000	500,000	500,000

Budget Document Report

50 - PARK DEVELOPMENT FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
ENDING FUND BALANCE						
0	0	0	9950-05	Designated End FB - Park Dev Fd - Park Development Bond Proceeds	0	0
0	16,000	16,000	9950-25	Designated End FB - Park Dev Fd - Heather Hollow	16,000	16,000
2,049,951	2,285,702	2,019,537	9999	Unappropriated Ending Fd Balance	2,051,734	2,051,734
All funds remaining at June 30 are budgeted as contingency instead of ending fund balance, which allows those funds to be spent. Funding for the PROS Plan Update comes from this line item.						
2,049,951	2,301,702	2,035,537	TOTAL ENDING FUND BALANCE		2,067,734	2,067,734
2,100,252	2,467,865	2,690,690	TOTAL REQUIREMENTS		3,239,409	3,239,409

Budget Document Report

50 - PARK DEVELOPMENT FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
2,100,252	2,467,866	2,690,690	TOTAL RESOURCES	3,239,409	3,239,409	3,239,409
2,100,252	2,467,866	2,690,690	TOTAL REQUIREMENTS	3,239,409	3,239,409	3,239,409

Budget Document Report

60 - DEBT SERVICE FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES						
BEGINNING FUND BALANCE						
0	0	0	4060-27 Designated Begin FB-Debt Svc Fd - '15 PS Bldg Refunding Int Aug 1	0	0	0
0	0	0	4060-32 Designated Begin FB-Debt Svc Fd - 2011 Pk Bond Refund Prin Pmt Aug	0	0	0
0	0	0	4060-33 Designated Begin FB-Debt Svc Fd - 2011 Pk Bond Refund Int Pmt Aug	0	0	0
0	0	0	4060-35 Designated Begin FB-Debt Svc Fd - '15 Transport Bnd Int Pmt Aug 1	0	0	0
0	0	0	4060-36 Designated Begin FB-Debt Svc Fd - '18 Transport Bnd Int Pmt Aug 1	0	0	0
1,296,097	463,399	314,250	4090 Beginning Fund Balance Estimated July 1 undesignated carryover from prior year	304,575	304,575	304,575
1,296,097	463,399	314,250	TOTAL BEGINNING FUND BALANCE	304,575	304,575	304,575
PROPERTY TAXES						
2,739,163	2,760,710	2,944,200	4100-05 Property Taxes - Current \$3,023,580 2024-25 debt service property tax levy (\$143,980) Less uncollected taxes - 5% \$2,879,600 2024-2025 Current property taxes	2,879,600	2,879,600	2,879,600
51,507	72,070	65,000	4100-10 Property Taxes - Prior Debt Service property tax rate estimated at \$0.8329 per \$1,000 of assessed value compared to \$0.8789 in 2023-24 Collections of delinquent property taxes from prior year Debt Service Fund property tax levies.	65,000	65,000	65,000
2,790,670	2,832,781	3,009,200	TOTAL PROPERTY TAXES	2,944,600	2,944,600	2,944,600
INTERGOVERNMENTAL						
-1,273	1,958	0	5010-01 Yamhill County - Other County Distributions	0	0	0
-1,273	1,958	0	TOTAL INTERGOVERNMENTAL	0	0	0
MISCELLANEOUS						
3,567	7,510	6,000	6310 Interest	15,000	15,000	15,000
9,238	10,077	7,000	6310-01 Interest - Property taxes	7,975	7,975	7,975
12,805	17,587	13,000	TOTAL MISCELLANEOUS	22,975	22,975	22,975
4,098,299	3,315,725	3,336,450	TOTAL RESOURCES	3,272,150	3,272,150	3,272,150

Budget Document Report

60 - DEBT SERVICE FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
REQUIREMENTS						
<u>MATERIALS AND SERVICES</u>						
0	0	0	7750-25 Professional Services - County charges	0	0	0
0	0	0	TOTAL MATERIALS AND SERVICES	0	0	0
<u>DEBT SERVICE</u>						
650,000	680,000	720,000	9462-05 2015 Public Safety Bldg Refunding Bond - Principal - Feb 1 2015 Public Safety Building Bond Refunding principal payment due February 1, 2025	755,000	755,000	755,000
110,625	94,375	77,375	9462-10 2015 Public Safety Bldg Refunding Bond - Interest - Feb 1 2015 Public Safety Building Bond Refunding interest payment due February 1, 2025	59,375	59,375	59,375
110,625	94,375	77,375	9462-15 2015 Public Safety Bldg Refunding Bond - Interest - Aug 1 2015 Public Safety Building Bond Refunding principal payment due August 1, 2024	59,375	59,375	59,375
980,000	1,025,000	1,080,000	9475-05 2015 Transportation Bond - Principal - Feb 1 2015 Transportation Bond principal payment due February 1, 2025	1,130,000	1,130,000	1,130,000
240,875	216,375	190,750	9475-10 2015 Transportation Bond - Interest - Feb 1 2015 Transportation Bond interest payment due February 1, 2025	163,750	163,750	163,750
240,875	216,375	190,750	9475-15 2015 Transportation Bond - Interest - Aug 1 2015 Transportation Bond interest payment due August 1, 2024	163,750	163,750	163,750
465,000	480,000	490,000	9476-05 2018 Transportation Bond - Principal - Feb 1 2018 Transportation Bond principal payment due February 1, 2025	505,000	505,000	505,000
104,800	97,825	90,625	9476-10 2018 Transportation Bond - Interest - Feb 1 2018 Transportation Bond interest payment due February 1, 2025	80,825	80,825	80,825
104,800	97,825	90,625	9476-15 2018 Transportation Bond - Interest - Aug 1 2018 Transportation Bond interest payment due August 1, 2024	80,825	80,825	80,825
615,000	0	0	9485-05 2011 Park Bond Refunding - Principal - Aug 1	0	0	0
0	0	0	9485-10 2011 Park Bond Refunding - Interest - Feb 1	0	0	0
12,300	0	0	9485-15 2011 Park Bond Refunding - Interest - Aug 1	0	0	0
3,634,900	3,002,150	3,007,500	TOTAL DEBT SERVICE	2,997,900	2,997,900	2,997,900
<u>ENDING FUND BALANCE</u>						
0	0	0	9960-27 Designated End FB - Debt Svc Fd - '15 PS Bldg Refunding Int Aug 1	0	0	0
0	0	0	9960-32 Designated End FB - Debt Svc Fd - 2011 Pk Bond Refund Prin Pmt Aug	0	0	0
0	0	0	9960-33 Designated End FB - Debt Svc Fd - 2011 Pk Bond Refund Int Pmt Aug	0	0	0
0	0	0	9960-35 Designated End FB - Debt Svc Fd - '15 Transport Bnd Int Pmt Aug 1	0	0	0

Budget Document Report

60 - DEBT SERVICE FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
0	0	0	9960-36 Designated End FB - Debt Svc Fd - '18 Transport Bnd Int Pmt Aug 1	0	0	0
463,399	313,575	328,950	9999 Unappropriated Ending Fd Balance Undesignated carryover to July 1 from proposed budget year to subsequent year, includes the excess (deficit) of revenues over (under) expenditures from proposed budget year operations.	274,250	274,250	274,250
463,399	313,575	328,950	TOTAL ENDING FUND BALANCE	274,250	274,250	274,250
4,098,299	3,315,725	3,336,450	TOTAL REQUIREMENTS	3,272,150	3,272,150	3,272,150

Budget Document Report

60 - DEBT SERVICE FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
4,098,299	3,315,725	3,336,450	TOTAL RESOURCES	3,272,150	3,272,150	3,272,150
4,098,299	3,315,725	3,336,450	TOTAL REQUIREMENTS	3,272,150	3,272,150	3,272,150

Budget Document Report

70 - BUILDING FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES						
<u>BEGINNING FUND BALANCE</u>						
1,659,704	1,924,710	1,795,781	4090 Beginning Fund Balance Estimated July 1 carryover from prior year	2,025,096	2,033,846	2,033,846
1,659,704	1,924,710	1,795,781	TOTAL BEGINNING FUND BALANCE	2,025,096	2,033,846	2,033,846
<u>LICENSES AND PERMITS</u>						
660,253	589,608	410,000	4400-05 Building Fees - Building Permit Fees Building plan review and permit fees; fire and life safety plan review fees.	410,000	410,000	410,000
207,564	169,380	135,000	4400-10 Building Fees - Mechanical Permit Fees Mechanical plan review and permit fees.	135,000	135,000	135,000
86,543	88,084	80,000	4400-15 Building Fees - Plumbing Permit Fees Plumbing plan review and permit fees.	80,000	80,000	80,000
1,217	1,520	1,500	4400-20 Building Fees - Mobile Home Permit Fees Manufactured home setup permit fees including mobile home park plan review and permit fees.	1,500	1,500	1,500
1	164	500	4400-25 Building Fees - Miscellaneous Permit Fees Miscellaneous Building Division charges including re-inspection fees.	500	500	500
0	0	0	4400-30 Building Fees - Local Option Permit Fees	0	0	0
955,578	848,756	627,000	TOTAL LICENSES AND PERMITS	627,000	627,000	627,000
<u>INTERGOVERNMENTAL</u>						
54	2,152	0	4545 Federal FEMA Grant	0	0	0
99	0	0	4546 American Rescue Plan	0	0	0
0	0	0	4548 Coronavirus Relief Fund (CRF)	0	0	0
153	2,152	0	TOTAL INTERGOVERNMENTAL	0	0	0
<u>MISCELLANEOUS</u>						
7,358	42,362	36,000	6310 Interest	95,000	95,000	95,000
4,418	4,822	2,500	6600-97 Other Income - Building Includes the 1% Administration Fee paid by the School District for the Building Division's collection of their Construction Excise Tax on new construction.	2,500	2,500	2,500
11,777	47,184	38,500	TOTAL MISCELLANEOUS	97,500	97,500	97,500

Budget Document Report

70 - BUILDING FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A				2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
<u>TRANSFERS IN</u>									
0	8,254	27,011	6900-08	Transfers In - Affordable Housing			9,094	9,094	9,218
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
			Building personnel services support	1	9,218	9,218			
3,008	3,236	5,007	6900-85	Transfers In - Insurance Services			0	0	0
3,008	11,490	32,018	<u>TOTAL TRANSFERS IN</u>				9,094	9,094	9,218
2,630,220	2,834,292	2,493,299	<u>TOTAL RESOURCES</u>				2,758,690	2,767,440	2,767,564

Budget Document Report

70 - BUILDING FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

1,897	504	0	7000	Salaries & Wages	0	0	0
256,701	297,051	326,989	7000-05	Salaries & Wages - Regular Full Time Community Development Director - 0.25 FTE Combination Inspector - Senior - 1.00 FTE Combination Inspector - 1.00 FTE Development Review Specialist - 1.00 FTE Development Customer Service Technician - Combined Depts - 0.34 FTE	340,011	340,011	340,011
4,805	0	0	7000-10	Salaries & Wages - Regular Part Time	0	0	0
97,715	101,185	108,592	7000-15	Salaries & Wages - Temporary Extra Help - Building Official - 0.75 FTE	112,694	112,694	112,694
343	4,454	5,000	7000-20	Salaries & Wages - Overtime	5,000	5,000	5,000
0	420	0	7000-37	Salaries & Wages - Medical Opt Out Incentive	0	0	0
854	277	0	7300	Fringe Benefits	0	0	0
21,823	24,560	25,930	7300-05	Fringe Benefits - FICA - Social Security	27,692	27,692	27,692
5,104	5,744	6,216	7300-06	Fringe Benefits - FICA - Medicare	6,637	6,637	6,637
116,517	129,544	141,961	7300-15	Fringe Benefits - PERS - OPSRP - IAP	152,363	152,363	152,363
57,844	61,445	62,604	7300-20	Fringe Benefits - Medical Insurance	65,010	65,010	65,010
8,090	8,090	8,090	7300-22	Fringe Benefits - VEBA Plan	8,090	8,090	8,090
267	216	215	7300-25	Fringe Benefits - Life Insurance	215	215	215
972	739	733	7300-30	Fringe Benefits - Long Term Disability	780	780	780
5,233	3,849	4,320	7300-35	Fringe Benefits - Workers' Compensation Insurance	5,001	5,001	5,001
81	87	100	7300-37	Fringe Benefits - Workers' Benefit Fund	91	91	91
134	0	1,890	7300-40	Fringe Benefits - Unemployment	1,890	1,890	1,890
0	0	1,556	7300-45	Fringe Benefits - Paid Family Leave City Share	357	357	357
578,379	638,165	694,196	TOTAL PERSONNEL SERVICES		725,831	725,831	725,831

MATERIALS AND SERVICES

24,167	30,120	17,000	7500	Credit Card Fees	27,500	27,500	27,500
0	0	0	7515	City Services Charge expense	0	0	0
140	0	500	7520	Public Notices & Printing Building inspection/correction notices and various building inspection job cards, as well as brochures to inform contractors of code changes, departmental policies, and other relevant information.	500	500	500

Budget Document Report

70 - BUILDING FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
264	366	600	7540 Employee Events Costs shared city-wide for employee training, materials, and events.	1,000	1,000	1,000
2,788	2,167	9,500	7550 Travel & Education Training seminars and classes to maintain staff certifications; attendance at the Accela (building permit program) annual conference.	6,000	6,000	6,000
1,437	1,884	2,000	7590 Fuel - Vehicle & Equipment	1,500	1,500	1,500
2,612	2,949	3,300	7600 Utilities Division's share of Community Development Center's electricity expense, ~25%.	3,600	3,600	3,600
0	0	0	7600-04 Utilities - Water	0	0	0
5,218	6,233	6,940	7610-05 Insurance - Liability	6,788	6,788	6,536
1,889	2,145	2,660	7610-10 Insurance - Property	1,370	1,370	1,333
8,055	8,404	9,000	7620 Telecommunications	9,000	9,000	9,000
10,643	3,130	3,800	7650 Janitorial Division's share of Community Development Center janitorial service and supplies cost, ~25%.	2,650	2,650	2,650
6,345	3,550	9,000	7660 Materials & Supplies Code books and related material regarding structural, mechanical, plumbing, and fire codes; office supplies; postage; uniforms and safety equipment.	9,000	9,000	9,000
15	54	1,000	7720 Repairs & Maintenance Repairs and maintenance of vehicles and office equipment.	1,000	1,000	1,000
1,284	1,886	7,600	7720-08 Repairs & Maintenance - Building Repairs Division's share of Community Development Center's repairs and improvements, ~25%.	1,500	1,500	1,500
1,692	2,137	2,900	7720-10 Repairs & Maintenance - Building Maintenance Division's share of routine building maintenance costs including pest control, garbage service, alarm and lighting repair and maintenance, gutter cleaning and roof preventative maintenance, and carpet cleaning, ~25%.	3,700	3,700	3,700
782	0	0	7750 Professional Services	0	0	0
0	1,906	1,900	7750-01 Professional Services - Audit & other city-wide prof svc Costs shared city-wide for audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses	2,500	2,500	2,500
4,283	15,977	35,000	7750-33 Professional Services - Contract Inspections Contract inspection services for large commercial projects and to augment staff building inspectors, when needed.	35,000	35,000	35,000
383	0	20,000	7750-36 Professional Services - Contract Plan Review Contract plan reviews and engineering services on commercial projects.	20,000	20,000	20,000
1,692	2,103	3,500	7790-20 Maintenance & Rental Contracts - Community Development Center Division's share of Community Development Center HVAC services; alarm monitoring; landscape maintenance; and copier leases, ~25%.	4,000	4,000	4,000
0	0	0	7800 M & S Equipment	0	0	0

Budget Document Report

70 - BUILDING FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
8,179	9,230	10,975	7840	M & S Computer Charges		13,580	13,580	13,580
				I.S. Fund materials & supplies costs shared city-wide				
12,084	2,134	6,060	7840-80	M & S Computer Charges - Building		4,760	4,760	4,760
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Office 365 licensing	1	1,060	1,060	
				ESRI-17% shared with Street,Park,WWS,Eng,ComDev	1	2,500	2,500	
				Accela Peripherals	1	1,000	1,000	
				Adobe Licensing	1	200	200	
93,950	96,374	153,235	<u>TOTAL MATERIALS AND SERVICES</u>			154,948	154,948	154,659
<u>CAPITAL OUTLAY</u>								
762	0	2,942	8750	Capital Outlay Computer Charges		1,434	1,434	1,434
				I.S. Fund capital outlay costs shared city-wide				
0	0	0	8750-80	Capital Outlay Computer Charges - Building		0	0	0
0	0	23,750	8800	Building Improvements		12,500	13,125	13,125
				Division's share of Community Development Center's building improvements, ~25%.				
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				CDC Building Repairs	1	13,125	13,125	
0	0	0	8850	Vehicles		0	0	0
762	0	26,692	<u>TOTAL CAPITAL OUTLAY</u>			13,934	14,559	14,559
<u>TRANSFERS OUT</u>								
21,458	25,371	27,846	9700-01	Transfers Out - General Fund		68,328	68,328	68,266
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Admin, Finance, & Engineering personnel services support.	1	66,019	66,019	
				Building Fund support of centralized Facility operations	1	2,247	2,247	
10,960	11,694	12,733	9700-80	Transfers Out - Information Systems		13,317	13,317	13,317
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Information Systems personnel services support.	1	13,317	13,317	
32,418	37,065	40,579	<u>TOTAL TRANSFERS OUT</u>			81,645	81,645	81,583
<u>CONTINGENCIES</u>								
0	0	200,000	9800	Contingencies		200,000	200,000	200,000
0	0	200,000	<u>TOTAL CONTINGENCIES</u>			200,000	200,000	200,000

Budget Document Report

70 - BUILDING FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
<u>ENDING FUND BALANCE</u>						
1,924,710	2,062,688	1,378,597	9999 Unappropriated Ending Fd Balance Undesignated carryover for July 1 from proposed budget year to subsequent year, includes the excess (deficit) of revenues over (under) expenditures from proposed budget year operations. Target reserve = 24 months operating expenses.	1,582,332	1,590,457	1,590,932
1,924,710	2,062,688	1,378,597	<u>TOTAL ENDING FUND BALANCE</u>	1,582,332	1,590,457	1,590,932
2,630,220	2,834,292	2,493,299	<i>TOTAL REQUIREMENTS</i>	2,758,690	2,767,440	2,767,564

Budget Document Report

70 - BUILDING FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
2,630,220	2,834,292	2,493,299	TOTAL RESOURCES	2,758,690	2,767,440	2,767,564
2,630,220	2,834,292	2,493,299	TOTAL REQUIREMENTS	2,758,690	2,767,440	2,767,564

Budget Document Report

75 - WASTEWATER SERVICES FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES						
<u>BEGINNING FUND BALANCE</u>						
0	0	0	4075-05 Designated Begin FB-WW Svc Fd - Sewer A/R Non-cash Designated Beginning Fund Balance for estimated Sewer Accounts Receivable balance at July 1	0	0	0
3,934,952	4,155,179	3,318,571	4090 Beginning Fund Balance Estimated July 1 undesignated carryover from prior year	2,570,771	2,570,771	2,570,771
3,934,952	4,155,179	3,318,571	<u>TOTAL BEGINNING FUND BALANCE</u>	2,570,771	2,570,771	2,570,771
3,934,952	4,155,179	3,318,571	TOTAL RESOURCES	2,570,771	2,570,771	2,570,771

75 - WASTEWATER SERVICES FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
REQUIREMENTS						
PERSONNEL SERVICES						
407	1,790	0	7000 Salaries & Wages	0	0	0
167,695	178,928	191,621	7000-05 Salaries & Wages - Regular Full Time Wastewater Services Manager - 1.00 FTE Management Support Specialist - 1.00 FTE Mechanic - Operations & Maintenance - 0.10 FTE	208,498	208,498	208,498
0	35,875	74,614	7000-10 Salaries & Wages - Regular Part Time Project Engineer - 0.75 FTE	78,451	78,451	78,451
111	160	302	7000-20 Salaries & Wages - Overtime	399	399	399
205	734	0	7300 Fringe Benefits	0	0	0
10,140	13,076	16,125	7300-05 Fringe Benefits - FICA - Social Security	17,385	17,385	17,385
2,371	3,058	3,865	7300-06 Fringe Benefits - FICA - Medicare	4,167	4,167	4,167
60,144	74,990	93,278	7300-15 Fringe Benefits - PERS - OPSRP - IAP	101,050	101,050	101,050
32,560	33,636	34,273	7300-20 Fringe Benefits - Medical Insurance	35,594	35,594	35,594
4,200	4,200	4,200	7300-22 Fringe Benefits - VEBA Plan	4,000	4,000	4,000
168	166	186	7300-25 Fringe Benefits - Life Insurance	186	186	186
571	521	552	7300-30 Fringe Benefits - Long Term Disability	586	586	586
4,767	3,164	4,080	7300-35 Fringe Benefits - Workers' Compensation Insurance	4,492	4,492	4,492
41	49	65	7300-37 Fringe Benefits - Workers' Benefit Fund	60	60	60
324	0	3,990	7300-40 Fringe Benefits - Unemployment	3,990	3,990	3,990
0	0	978	7300-45 Fringe Benefits - Paid Family Leave City Share	224	224	224
283,704	350,345	428,129	TOTAL PERSONNEL SERVICES	459,082	459,082	459,082
MATERIALS AND SERVICES						
1,140	866	1,500	7530 Training Safety meetings, training films, posters, and handouts, etc.	1,500	1,500	1,500
1,694	1,814	3,000	7540 Employee Events Costs shared city-wide for employee training, materials, and events.	3,600	3,600	3,600

Budget Document Report

75 - WASTEWATER SERVICES FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : N/A Program : N/A		2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET																								
15,563	10,799	17,000	7550	Travel & Education	17,000	17,000	17,000																								
				Memberships and registrations to professional organizations, attendance at the Water Environment Federation National Conference; and reimbursements to employees for approved education programs and travel expenses incurred. Includes continuing education required for employee state certification.																											
				<table border="0"> <thead> <tr> <th>Description</th> <th>Units</th> <th>Amt/Unit</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Certification/LME license renewal and exam</td> <td>1</td> <td>13,000</td> <td>13,000</td> </tr> <tr> <td>Training and conferences</td> <td>1</td> <td>3,000</td> <td>3,000</td> </tr> <tr> <td>Professional membership</td> <td>1</td> <td>1,000</td> <td>1,000</td> </tr> </tbody> </table>	Description	Units	Amt/Unit	Total	Certification/LME license renewal and exam	1	13,000	13,000	Training and conferences	1	3,000	3,000	Professional membership	1	1,000	1,000											
Description	Units	Amt/Unit	Total																												
Certification/LME license renewal and exam	1	13,000	13,000																												
Training and conferences	1	3,000	3,000																												
Professional membership	1	1,000	1,000																												
71,587	85,264	94,300	7610-05	Insurance - Liability	149,789	149,789	144,252																								
85,591	100,799	124,990	7610-10	Insurance - Property	141,127	141,127	137,293																								
24,334	25,263	29,000	7620	Telecommunications	29,000	29,000	29,000																								
				Telephone and fax usage, pagers, and Verizon communication system charges. Maintenance costs for fiber connection to Water Reclamation Facility (WRF) for computer services.																											
12,969	15,348	16,000	7650	Janitorial	16,500	16,500	16,500																								
				WRF Administration and Headworks building janitorial charges.																											
				<table border="0"> <thead> <tr> <th>Description</th> <th>Units</th> <th>Amt/Unit</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Janitorial Service Contract</td> <td>1</td> <td>15,400</td> <td>15,400</td> </tr> <tr> <td>Janitorial Supplies</td> <td>1</td> <td>1,100</td> <td>1,100</td> </tr> </tbody> </table>	Description	Units	Amt/Unit	Total	Janitorial Service Contract	1	15,400	15,400	Janitorial Supplies	1	1,100	1,100															
Description	Units	Amt/Unit	Total																												
Janitorial Service Contract	1	15,400	15,400																												
Janitorial Supplies	1	1,100	1,100																												
29,736	29,223	30,000	7660	Materials & Supplies	30,000	30,000	30,000																								
				Department costs for employee protective clothing, safety gear, general cleaning supplies, office supplies, garbage service, advertisement, printing, postage, and shipping costs.																											
5,368	5,210	10,100	7740-05	Rental Property Repair & Maint - Building	15,000	15,000	14,960																								
				<table border="0"> <thead> <tr> <th>Description</th> <th>Units</th> <th>Amt/Unit</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Liability insurance premium</td> <td>1</td> <td>229</td> <td>229</td> </tr> <tr> <td>Property insurance premium</td> <td>1</td> <td>1,072</td> <td>1,072</td> </tr> <tr> <td>Misc. maintenance, repair, etc.</td> <td>1</td> <td>9,659</td> <td>9,659</td> </tr> <tr> <td>Property Taxes</td> <td>1</td> <td>4,000</td> <td>4,000</td> </tr> </tbody> </table>	Description	Units	Amt/Unit	Total	Liability insurance premium	1	229	229	Property insurance premium	1	1,072	1,072	Misc. maintenance, repair, etc.	1	9,659	9,659	Property Taxes	1	4,000	4,000							
Description	Units	Amt/Unit	Total																												
Liability insurance premium	1	229	229																												
Property insurance premium	1	1,072	1,072																												
Misc. maintenance, repair, etc.	1	9,659	9,659																												
Property Taxes	1	4,000	4,000																												
35,309	4,424	45,000	7750	Professional Services	45,000	45,000	45,000																								
				Engineering, professional services and membership dues: Total Maximum Daily Load process (TMDL), permitting, plans development, etc.																											
				<table border="0"> <thead> <tr> <th>Description</th> <th>Units</th> <th>Amt/Unit</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Environmental Legal Assistance</td> <td>1</td> <td>9,700</td> <td>9,700</td> </tr> <tr> <td>Miscellaneous wastewater facility consulting fee</td> <td>1</td> <td>28,000</td> <td>28,000</td> </tr> <tr> <td>Northwest Biosolids Association Dues</td> <td>1</td> <td>650</td> <td>650</td> </tr> <tr> <td>Rental Agreement</td> <td>1</td> <td>1,500</td> <td>1,500</td> </tr> <tr> <td>ACWA membership/program fees</td> <td>1</td> <td>5,150</td> <td>5,150</td> </tr> </tbody> </table>	Description	Units	Amt/Unit	Total	Environmental Legal Assistance	1	9,700	9,700	Miscellaneous wastewater facility consulting fee	1	28,000	28,000	Northwest Biosolids Association Dues	1	650	650	Rental Agreement	1	1,500	1,500	ACWA membership/program fees	1	5,150	5,150			
Description	Units	Amt/Unit	Total																												
Environmental Legal Assistance	1	9,700	9,700																												
Miscellaneous wastewater facility consulting fee	1	28,000	28,000																												
Northwest Biosolids Association Dues	1	650	650																												
Rental Agreement	1	1,500	1,500																												
ACWA membership/program fees	1	5,150	5,150																												

Budget Document Report

75 - WASTEWATER SERVICES FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : N/A Program : N/A			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
0	7,026	17,900	7750-01	Professional Services - Audit & other city-wide prof svc		15,770	15,770	15,770
				Costs shared city-wide for audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses				
0	0	0	7750-04	Professional Services - Grants		0	0	0
0	80,613	0	7750-43	Professional Services - Stormwater		0	0	0
				Consultant Services for Mercury TMDL/Stormwater Account moved to 75-78-325				
41,129	45,525	68,700	7790	Maintenance & Rental Contracts		60,000	60,000	60,000
				Wastewater Services contracts for maintenance and inspections of various facility systems and grounds.				
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Elevator Maintenance Contract	1	2,600	2,600	
				Fire Alarm System Inspection Contract	1	2,400	2,400	
				Landscape Contract	1	50,000	50,000	
				Fire Extingisher & Backflow Preventer Certification	1	5,000	5,000	
25,519	31,013	31,789	7840	M & S Computer Charges		48,255	48,255	48,255
				I.S. Fund materials & supplies costs shared city-wide				
33,276	42,150	45,150	7840-85	M & S Computer Charges - WWS		57,800	57,800	57,800
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				ESRI renewal-17% shared with EN, Park,Street,ComDev,BU	1	2,500	2,500	
				Hansen renewal-25% shared with Park,Street,Eng	1	4,000	4,000	
				Hansen Development	1	5,000	5,000	
				Adobe Pro renewals	1	400	400	
				Office 365 licensing	1	6,000	6,000	
				CUES software maintenance	1	3,000	3,000	
				Cradlepoint maintenance	1	350	350	
				Swift Comply FOG maintenance	1	2,800	2,800	
				Win 911 software	1	800	800	
				Hach WIMS software	1	3,100	3,100	
				Wonderware software	1	5,500	5,500	
				Rockwell control software	1	6,500	6,500	
				WWS-MP2 Main Mgmt Software	1	2,800	2,800	
				Bluebeam renewals	7	250	1,750	
				New Monitors	1	500	500	
				Desktop Replacements	6	1,800	10,800	
				Laptop for equipment programming	1	2,000	2,000	
0	0	0	8229	Customers Helping Customers matching funds		0	0	0
58,346	54,576	60,000	8260	Permit & Basin Council Fees		62,000	62,000	62,000
				State and federal agency fees and permits.				

Budget Document Report

75 - WASTEWATER SERVICES FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : N/A Program : N/A			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			DEQ NPDES Permit	1	37,000	37,000		
			Federal USGS Monitoring Site Fee (S. Yamhill)	1	18,900	18,900		
			DEQ Certification Program	1	2,000	2,000		
			DEQ Stormwater Program Fee	1	3,000	3,000		
			Oregon Hazardous Substance Fee	1	400	400		
			Electrical Permit Inspection	1	700	700		
441,561	539,911	594,429	<u>TOTAL MATERIALS AND SERVICES</u>			692,341	692,341	682,930
			<u>CAPITAL OUTLAY</u>					
2,379	0	8,523	8750	Capital Outlay Computer Charges		5,095	5,095	5,095
				I.S. Fund capital outlay costs shared city-wide				
0	0	27,500	8750-85	Capital Outlay Computer Charges - Wastewater Services		0	0	0
0	0	0	8800	Building Improvements		0	0	0
0	0	80,000	8850	Vehicles		40,000	40,000	40,000
				Replacement of one vehicle.				
2,379	0	116,023	<u>TOTAL CAPITAL OUTLAY</u>			45,095	45,095	45,095
727,644	890,256	1,138,581	<u>TOTAL REQUIREMENTS</u>			1,196,518	1,196,518	1,187,107

75 - WASTEWATER SERVICES FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 72 - PLANT Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
REQUIREMENTS						
<u>PERSONNEL SERVICES</u>						
1,087	-502	0	7000 Salaries & Wages	0	0	0
574,722	553,086	611,800	7000-05 Salaries & Wages - Regular Full Time Supervisor - Operations - 1.00 FTE Wastewater Operator - Senior - 1.00 FTE Wastewater Operator II - 2.00 FTE Wastewater Operator I - 2.00 FTE Plant Mechanic - Senior - 1.00 FTE Plant Mechanic - 2.00 FTE	656,030	656,030	656,030
4,276	50,809	0	7000-10 Salaries & Wages - Regular Part Time	0	0	0
8,907	19,267	18,077	7000-15 Salaries & Wages - Temporary Extra Help - Wastewater Services - 0.50 FTE	20,092	20,092	20,092
12,450	20,701	22,997	7000-20 Salaries & Wages - Overtime	24,000	24,000	24,000
379	238	0	7300 Fringe Benefits	0	0	0
35,848	38,115	39,500	7300-05 Fringe Benefits - FICA - Social Security	42,356	42,356	42,356
8,384	8,914	9,466	7300-06 Fringe Benefits - FICA - Medicare	10,150	10,150	10,150
175,416	172,222	198,711	7300-15 Fringe Benefits - PERS - OPSRP - IAP	213,817	213,817	213,817
142,262	149,889	149,082	7300-20 Fringe Benefits - Medical Insurance	161,180	161,180	161,180
22,000	25,500	20,000	7300-22 Fringe Benefits - VEBA Plan	21,000	21,000	21,000
697	593	540	7300-25 Fringe Benefits - Life Insurance	540	540	540
2,084	1,507	1,381	7300-30 Fringe Benefits - Long Term Disability	1,540	1,540	1,540
22,976	14,937	15,016	7300-35 Fringe Benefits - Workers' Compensation Insurance	16,243	16,243	16,243
182	200	217	7300-37 Fringe Benefits - Workers' Benefit Fund	200	200	200
0	0	2,317	7300-45 Fringe Benefits - Paid Family Leave City Share	547	547	547
1,011,670	1,055,473	1,089,104	<u>TOTAL PERSONNEL SERVICES</u>	1,167,695	1,167,695	1,167,695
<u>MATERIALS AND SERVICES</u>						
0	1,300	2,670	7515 City Services Charge expense	2,700	2,700	2,700
0	0	0	7550 Travel & Education	0	0	0
4,187	4,256	8,000	7590 Fuel - Vehicle & Equipment Gas and diesel - vehicles, rolling stock and generators.	6,000	6,000	6,000
389,832	395,966	420,000	7600 Utilities Electric and natural gas for the Water Reclamation Facility at 3500 Clearwater Drive and Pump Stations.	420,000	420,000	420,000

Budget Document Report

75 - WASTEWATER SERVICES FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 72 - PLANT Section : N/A Program : N/A			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
0	0	0	7600-04	Utilities - Water		0	0	0
0	0	0	7660	Materials & Supplies		0	0	0
126,825	118,881	140,000	7690	Chemicals		160,000	160,000	160,000
				Various chemicals used at the Water Reclamation Facility.				
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Aluminum Compounds	1	96,000	96,000	
				Polymers	1	26,000	26,000	
				Sodium Hypochlorite	1	11,000	11,000	
				Alkalinity Products	1	21,000	21,000	
				Miscellaneous Plant Chemicals	1	6,000	6,000	
32,320	36,666	40,000	7720-04	Repairs & Maintenance - Supplies		40,000	40,000	40,000
				Supplies related to the Water Reclamation Facility and pump stations.				
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Pump Parts and Accessories	1	2,000	2,000	
				Landscape-Barkdust, irrigation etc.	1	4,000	4,000	
				Lubricants	1	5,000	5,000	
				Materials for Equipment Rehabilitation	1	5,000	5,000	
				Operations Lab Supplies	1	5,000	5,000	
				Fasteners, Belts, Seals, Filters, etc.	1	11,000	11,000	
				Grit/Garbage Service	1	4,500	4,500	
				Tools	1	2,000	2,000	
				Electrical Componets	1	1,500	1,500	
132,235	142,181	420,000	7720-06	Repairs & Maintenance - Equipment		240,000	240,000	240,000
				Repairs and replacement of existing Water Reclamation Facility and pump station equipment and processes.				
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Instrumentation and Controls	1	10,000	10,000	
				Rental Equipment	1	3,000	3,000	
				Building and Structure Repairs	1	15,000	15,000	
				Electrical Systems	1	10,000	10,000	
				HVAC Systems	1	9,000	9,000	
				Mechanical Equipment Repairs	1	120,000	120,000	
				Landscape and Irrigation	1	4,000	4,000	
				Chemical Systems	1	4,000	4,000	
				SCADA Systems	1	20,000	20,000	
				UV Lamps	1	20,000	20,000	
				Biofilter Media	1	25,000	25,000	
3,316	4,439	5,000	7720-14	Repairs & Maintenance - Vehicles		5,000	5,000	5,000
				Water Reclamation Facility vehicle and forklift repairs and preventative maintenance.				

Budget Document Report

75 - WASTEWATER SERVICES FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 72 - PLANT Section : N/A Program : N/A			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Wear items Batteries, Tires, etc.	1	1,500	1,500		
			Mechanical Repairs	1	2,500	2,500		
			Preventative Maintenance	1	1,000	1,000		
221	-11	0	7750 Professional Services				0	0
0	135	300	7750-01 Professional Services - Audit & other city-wide prof svc				0	0
			Costs shared city-wide for Audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses					
131,120	233,076	220,000	7780-25 Contract Services - Biosolids				224,000	224,000
			Biosolids contract hauling from the Water Reclamation Facility, includes minor road dust control and associated costs.					
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Hauling and Application	1	220,000	220,000		
			Site Management	1	4,000	4,000		
1,500	1,057	5,000	7800 M & S Equipment				5,000	5,000
			Equipment necessary for plant and pump station operations and maintenance.					
821,556	937,945	1,260,970	TOTAL MATERIALS AND SERVICES				1,102,700	1,102,700
			CAPITAL OUTLAY					
0	46,895	0	8710 Equipment				0	0
0	0	0	8800 Building Improvements				100,000	100,000
			CCIS-012.04 Return Sludge Pump Station					
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Building 50 New Roof	1	100,000	100,000		
0	0	0	8850 Vehicles				0	0
0	46,895	0	TOTAL CAPITAL OUTLAY				100,000	100,000
1,833,226	2,040,314	2,350,074	TOTAL REQUIREMENTS				2,370,395	2,370,395

75 - WASTEWATER SERVICES FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 74 - ENVIRONMENTAL SERVICES Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
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REQUIREMENTS

<u>PERSONNEL SERVICES</u>							
1,014	78	0	7000	Salaries & Wages	0	0	0
228,065	280,572	364,832	7000-05	Salaries & Wages - Regular Full Time	386,983	386,983	386,983
				Supervisor - Environmental Services - 1.00 FTE			
				Environmental Compliance Specialist - Senior - 1.00 FTE			
				Environmental Compliance Specialist - 1.00 FTE			
				Laboratory Technician - Senior - 1.00 FTE			
				Laboratory Technician - 1.00 FTE			
26,507	0	0	7000-10	Salaries & Wages - Regular Part Time	0	0	0
604	6,764	15,104	7000-15	Salaries & Wages - Temporary	13,910	13,910	13,910
				Extra Help - Wastewater Services - 0.35 FTE			
17	0	504	7000-20	Salaries & Wages - Overtime	501	501	501
0	0	0	7000-37	Salaries & Wages - Medical Opt Out Incentive	0	0	0
166	150	0	7300	Fringe Benefits	0	0	0
15,335	17,276	23,017	7300-05	Fringe Benefits - FICA - Social Security	24,284	24,284	24,284
3,586	4,040	5,517	7300-06	Fringe Benefits - FICA - Medicare	5,820	5,820	5,820
69,395	87,623	118,379	7300-15	Fringe Benefits - PERS - OPSRP - IAP	125,857	125,857	125,857
54,467	62,050	86,498	7300-20	Fringe Benefits - Medical Insurance	84,360	84,360	84,360
8,000	10,000	12,000	7300-22	Fringe Benefits - VEBA Plan	11,000	11,000	11,000
320	240	300	7300-25	Fringe Benefits - Life Insurance	300	300	300
917	701	850	7300-30	Fringe Benefits - Long Term Disability	906	906	906
9,928	6,969	8,751	7300-35	Fringe Benefits - Workers' Compensation Insurance	9,314	9,314	9,314
75	83	123	7300-37	Fringe Benefits - Workers' Benefit Fund	112	112	112
0	0	1,397	7300-45	Fringe Benefits - Paid Family Leave City Share	313	313	313
418,397	476,546	637,272	TOTAL PERSONNEL SERVICES		663,660	663,660	663,660

MATERIALS AND SERVICES

25,514	28,991	30,000	7660	Materials & Supplies	30,000	30,000	30,000
				Materials and supplies to support permit, pretreatment, and laboratory work and activities.			
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
				Permit Lab Materials & Supplies	1	26,000	26,000
				Pretreatment Training and Outreach Supplies	1	4,000	4,000

Budget Document Report

75 - WASTEWATER SERVICES FUND

				Department : 74 - ENVIRONMENTAL SERVICES					
2022	2023	2024	Section : N/A				2025	2025	2025
ACTUAL	ACTUAL	AMENDED	Program : N/A				PROPOSED	APPROVED	ADOPTED
		BUDGET					BUDGET	BUDGET	BUDGET
10,949	11,069	10,000	7750	Professional Services			10,000	10,000	10,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Lab Instrumentation Calibration and Fume Hood Cert.	1	2,300	2,300		
				DI Water System	1	4,000	4,000		
				Pretreatment Assistance	1	3,700	3,700		
0	45	100	7750-01	Professional Services - Audit & other city-wide prof svc			0	0	0
				Costs shared city-wide for Audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses					
50,110	53,351	70,000	7780-30	Contract Services - Lab			70,000	70,000	70,000
				Outside laboratory services necessary for permit and industrial compliance which includes ambient water quality sampling of South Yamhill River.					
1,622	0	5,000	7800	M & S Equipment			0	0	0
				Laboratory instrumentation or sampling monitoring equipment					
88,195	93,455	115,100	TOTAL MATERIALS AND SERVICES				110,000	110,000	110,000
<u>CAPITAL OUTLAY</u>									
0	0	0	8710	Equipment			15,000	15,000	15,000
				Laboratory equipment replacement					
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				3-Door Laboratory Refrigerator	1	15,000	15,000		
0	0	0	TOTAL CAPITAL OUTLAY				15,000	15,000	15,000
506,591	570,001	752,372	TOTAL REQUIREMENTS				788,660	788,660	788,660

Budget Document Report

75 - WASTEWATER SERVICES FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 78 - CONVEYANCE SYSTEMS Section : 320 - SANITARY Program : N/A		2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
REQUIREMENTS							
<u>PERSONNEL SERVICES</u>							
-1,455	1,389	0	7000	Salaries & Wages	0	0	0
285,554	301,694	371,520	7000-05	Salaries & Wages - Regular Full Time Supervisor - Conveyance - 0.90 FTE Senior Utility Worker - 0.90 FTE Utility Worker II - 3.60 FTE	381,295	381,295	381,295
390	3,790	4,997	7000-20	Salaries & Wages - Overtime	6,001	6,001	6,001
45	0	0	7000-37	Salaries & Wages - Medical Opt Out Incentive	0	0	0
-698	1,258	0	7300	Fringe Benefits	0	0	0
17,495	18,544	22,780	7300-05	Fringe Benefits - FICA - Social Security	23,434	23,434	23,434
4,092	4,337	5,460	7300-06	Fringe Benefits - FICA - Medicare	5,617	5,617	5,617
78,807	85,978	119,673	7300-15	Fringe Benefits - PERS - OPSRP - IAP	124,128	124,128	124,128
33,364	57,437	70,822	7300-20	Fringe Benefits - Medical Insurance	79,168	79,168	79,168
7,200	12,600	9,300	7300-22	Fringe Benefits - VEBA Plan	9,900	9,900	9,900
368	306	330	7300-25	Fringe Benefits - Life Insurance	324	324	324
1,020	798	872	7300-30	Fringe Benefits - Long Term Disability	902	902	902
16,665	12,709	15,905	7300-35	Fringe Benefits - Workers' Compensation Insurance	18,035	18,035	18,035
89	94	128	7300-37	Fringe Benefits - Workers' Benefit Fund	114	114	114
0	0	1,366	7300-45	Fringe Benefits - Paid Family Leave City Share	301	301	301
442,935	500,935	623,153	<u>TOTAL PERSONNEL SERVICES</u>		649,219	649,219	649,219
<u>MATERIALS AND SERVICES</u>							
21,193	22,488	32,000	7590	Fuel - Vehicle & Equipment	30,000	30,000	30,000
1,036	1,097	1,200	7600	Utilities Electric costs associated with Conveyance building.	1,500	1,500	1,500
0	0	0	7600-04	Utilities - Water	0	0	0
6,252	6,837	20,000	7720-04	Repairs & Maintenance - Supplies Repair and maintenance supplies: fasteners, hydraulic connectors, switches, fittings, cables, hose, tools, camera seals, and root cutter blades, etc.	20,000	20,000	20,000
12,336	19,895	20,000	7720-06	Repairs & Maintenance - Equipment Includes routine repairs of the cameras, monitors, computers, generator, transporters, and other mechanical devices not associated with vehicle repairs.	20,000	20,000	20,000

Budget Document Report

75 - WASTEWATER SERVICES FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 78 - CONVEYANCE SYSTEMS Section : 320 - SANITARY Program : N/A		2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
32,152	37,245	40,000	7720-14	Repairs & Maintenance - Vehicles Includes routine repairs for VacCon, TV van, conveyance service truck, and rental replacements when equipment is out of service.	40,000	40,000	40,000
11,778	12,472	30,000	7720-36	Repairs & Maintenance - Sanitary Sewer Mainline/Lateral Routine repairs and maintenance of sewer mainlines, laterals, and manholes; including: pipe patching, lining, grouting, and other repairs to meet infiltration and inflow (I&I) reduction goals.	50,000	50,000	50,000
30	0	10,000	7750	Professional Services Consulting and engineering services related to sanitary sewer systems including infiltration & inflow assessment, design, planning and other related services.	15,000	15,000	15,000
0	20	100	7750-01	Professional Services - Audit & other city-wide prof svc Costs shared city-wide for Audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses	0	0	0
1,380	4,937	5,000	7800	M & S Equipment Conveyance System maintenance equipment.	5,000	5,000	5,000
86,158	104,992	158,300	<u>TOTAL MATERIALS AND SERVICES</u>		181,500	181,500	181,500
<u>CAPITAL OUTLAY</u>							
0	0	0	8710	Equipment	0	0	0
0	0	0	8850	Vehicles	0	0	0
0	0	100,000	9110-05	Sanitary Sewer Replacements - Mainline/Lateral Preservation repair and replacement of sewer system mainlines and manholes.	100,000	100,000	100,000
0	0	100,000	<u>TOTAL CAPITAL OUTLAY</u>		100,000	100,000	100,000
529,093	605,927	881,453	<u>TOTAL REQUIREMENTS</u>		930,719	930,719	930,719

75 - WASTEWATER SERVICES FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 78 - CONVEYANCE SYSTEMS Section : 325 - STORM Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES						
<u>INTERGOVERNMENTAL</u>						
0	293	0	4546	American Rescue Plan	0	0
0	293	0	<u>TOTAL INTERGOVERNMENTAL</u>		0	0
0	293	0	<i>TOTAL RESOURCES</i>		0	0

Budget Document Report

75 - WASTEWATER SERVICES FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 78 - CONVEYANCE SYSTEMS Section : 325 - STORM Program : N/A				2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
REQUIREMENTS									
<u>MATERIALS AND SERVICES</u>									
0	293	233,525	7750-43	Professional Services - Stormwater			363,525	363,525	363,525
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
			ARPA - Design work on 13th and Galloway Storm lines	1	263,525	263,525			
			Mercury TMDL/ Stormwater Utility Work	1	100,000	100,000			
0	293	233,525	<u>TOTAL MATERIALS AND SERVICES</u>				363,525	363,525	363,525
<u>CAPITAL OUTLAY</u>									
0	0	100,000	9110-43	Sanitary Sewer Replacements - Storm Line Repairs			100,000	100,000	100,000
			For Storm line repairs that are not in the street right of way.						
0	0	100,000	<u>TOTAL CAPITAL OUTLAY</u>				100,000	100,000	100,000
0	293	333,525	<u>TOTAL REQUIREMENTS</u>				463,525	463,525	463,525

Budget Document Report

75 - WASTEWATER SERVICES FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 99 - NON-DEPARTMENTAL Section : N/A Program : N/A		2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES							
INTERGOVERNMENTAL							
1,409	3,448	0	4545	Federal FEMA Grant	0	0	0
22,485	0	0	4546	American Rescue Plan	0	0	0
0	0	0	4548	Coronavirus Relief Fund (CRF)	0	0	0
23,894	3,448	0	TOTAL INTERGOVERNMENTAL		0	0	0
CHARGES FOR SERVICES							
13,541	14,250	13,200	5400-40	Property Rentals - House Riverside Drive house rental income.	14,400	14,400	14,400
13,129	13,171	13,171	5400-45	Property Rentals - Farm Farm land lease on Water Reclamation Facility property.	13,207	13,207	13,207
10,726,556	10,984,651	11,000,000	5520	Sewer User Charges Monthly sewer charges based on water consumption and discharge loading.	11,600,000	11,600,000	11,600,000
79,454	97,450	100,000	5530	Septage Fees Dumping fees collected from haulers for septic tank and portable toilet waste.	100,000	100,000	100,000
10,832,680	11,109,522	11,126,371	TOTAL CHARGES FOR SERVICES		11,727,607	11,727,607	11,727,607
MISCELLANEOUS							
10,459	54,453	49,000	6310	Interest	100,000	100,000	100,000
2,503	6,940	1,000	6600	Other Income	1,000	1,000	1,000
2,961	12,299	0	6600-05	Other Income - Workers' Comp Reimbursement	0	0	0
15,923	73,692	50,000	TOTAL MISCELLANEOUS		101,000	101,000	101,000
TRANSFERS IN							
0	0	100,000	6900-01	Transfers In - General Fund ARPA 13th & Galloway storm line work	263,525	263,525	263,525
15,039	16,182	18,052	6900-85	Transfers In - Insurance Services	0	0	0
15,039	16,182	118,052	TOTAL TRANSFERS IN		263,525	263,525	263,525
10,887,535	11,202,844	11,294,423	TOTAL RESOURCES		12,092,132	12,092,132	12,092,132

Budget Document Report

75 - WASTEWATER SERVICES FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 99 - NON-DEPARTMENTAL Section : N/A Program : N/A			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET																
REQUIREMENTS																								
MATERIALS AND SERVICES																								
19,810	18,558	16,200	7500	Credit Card Fees		22,000	22,000	22,000																
						Credit card processing fees from McMinnville Water & Light (W&L).																		
39,566	42,818	54,000	7750	Professional Services		70,000	70,000	70,000																
						Billing charges from W&L: software charges, mail processing fees, and collection fees.																		
0	33,145	77,000	7780-40	Contract Services - Billing		80,000	80,000	80,000																
						McMinnville Water & Light new customer service charges, accountant costs, and management fees.																		
554,491	663,891	676,000	8227	Franchise Fee expense		700,000	700,000	700,000																
						Wastewater utility will pay a 6% franchise fee.																		
19,920	18,835	20,000	8229	Customers Helping Customers matching funds		20,000	20,000	20,000																
633,787	777,247	843,200	TOTAL MATERIALS AND SERVICES			892,000	892,000	892,000																
TRANSFERS OUT																								
367,708	436,227	601,532	9700-01	Transfers Out - General Fund		646,557	646,557	646,308																
						<table border="0"> <thead> <tr> <th>Description</th> <th>Units</th> <th>Amt/Unit</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Wastewater Services Fund support of Engineering operations.</td> <td>1</td> <td>99,785</td> <td>99,785</td> </tr> <tr> <td>Engineering, Admin, & Finance personnel services support.</td> <td>1</td> <td>529,821</td> <td>529,821</td> </tr> <tr> <td>Admin personnel services support - Storm Water</td> <td>1</td> <td>16,702</td> <td>16,702</td> </tr> </tbody> </table>			Description	Units	Amt/Unit	Total	Wastewater Services Fund support of Engineering operations.	1	99,785	99,785	Engineering, Admin, & Finance personnel services support.	1	529,821	529,821	Admin personnel services support - Storm Water	1	16,702	16,702
Description	Units	Amt/Unit	Total																					
Wastewater Services Fund support of Engineering operations.	1	99,785	99,785																					
Engineering, Admin, & Finance personnel services support.	1	529,821	529,821																					
Admin personnel services support - Storm Water	1	16,702	16,702																					
6,013,408	6,154,866	6,308,224	9700-77	Transfers Out - Wastewater Capital		6,076,520	6,076,520	6,076,520																
						Transfer to Wastewater Capital Fund for wastewater system capital improvements per the Wastewater System (WWS) Financial Plan.																		
						<table border="0"> <thead> <tr> <th>Description</th> <th>Units</th> <th>Amt/Unit</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Ratepayer contribution for FY25</td> <td>1</td> <td>6,076,520</td> <td>6,076,520</td> </tr> </tbody> </table>			Description	Units	Amt/Unit	Total	Ratepayer contribution for FY25	1	6,076,520	6,076,520								
Description	Units	Amt/Unit	Total																					
Ratepayer contribution for FY25	1	6,076,520	6,076,520																					
55,851	59,995	65,343	9700-80	Transfers Out - Information Systems		68,270	68,270	68,270																
						<table border="0"> <thead> <tr> <th>Description</th> <th>Units</th> <th>Amt/Unit</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Information Systems personnel services support.</td> <td>1</td> <td>68,270</td> <td>68,270</td> </tr> </tbody> </table>			Description	Units	Amt/Unit	Total	Information Systems personnel services support.	1	68,270	68,270								
Description	Units	Amt/Unit	Total																					
Information Systems personnel services support.	1	68,270	68,270																					
6,436,967	6,651,088	6,975,099	TOTAL TRANSFERS OUT			6,791,347	6,791,347	6,791,098																
CONTINGENCIES																								
0	0	900,000	9800	Contingencies		900,000	900,000	900,000																
0	0	900,000	TOTAL CONTINGENCIES			900,000	900,000	900,000																

Budget Document Report

75 - WASTEWATER SERVICES FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 99 - NON-DEPARTMENTAL Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
<u>ENDING FUND BALANCE</u>						
0	0	0	9975-05 Designated End FB - WW Svc Fd - Sewer A/R Non-cash Designated Ending Fund Balance for estimated Sewer Accounts Receivable balance at June 30	0	0	0
4,155,179	3,823,190	438,690	9999 Unappropriated Ending Fd Balance Undesignated carryover for July 1 from proposed budget year to subsequent year, includes the excess (deficit) of revenues over (under) expenditures from proposed budge year operations	329,739	329,739	339,399
4,155,179	3,823,190	438,690	<u>TOTAL ENDING FUND BALANCE</u>	329,739	329,739	339,399
11,225,933	11,251,525	9,156,989	<u>TOTAL REQUIREMENTS</u>	8,913,086	8,913,086	8,922,497

Budget Document Report

75 - WASTEWATER SERVICES FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
14,822,487	15,358,316	14,612,994	TOTAL RESOURCES	14,662,903	14,662,903	14,662,903
14,822,487	15,358,316	14,612,994	TOTAL REQUIREMENTS	14,662,903	14,662,903	14,662,903

Budget Document Report

77 - WASTEWATER CAPITAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET												
RESOURCES																		
BEGINNING FUND BALANCE																		
2,531,000	2,226,800	1,878,600	4077-99 Designated Begin FB-WW Cap Fd - PERS Refinancing Reserve	1,506,300	1,506,300	1,506,300												
33,663,306	37,775,605	41,064,065	4090 Beginning Fund Balance Estimated July 1 undesignated carryover from prior year	31,720,978	38,437,228	38,437,228												
36,194,306	40,002,405	42,942,665	TOTAL BEGINNING FUND BALANCE	33,227,278	39,943,528	39,943,528												
INTERGOVERNMENTAL																		
0	0	76,902	5080-05 Inter-Agency Loan Repayment - Principal Repayment McMinnville Fire Dist for defibrillators, Hybrid SUV and air compressor	76,902	76,902	76,902												
<table border="0" style="width: 100%;"> <thead> <tr> <th style="text-align: left;"><u>Description</u></th> <th style="text-align: center;"><u>Units</u></th> <th style="text-align: center;"><u>Amt/Unit</u></th> <th style="text-align: center;"><u>Total</u></th> </tr> </thead> <tbody> <tr> <td>Eight Defibrillators (due Oct 2024)</td> <td style="text-align: center;">1</td> <td style="text-align: center;">53,247</td> <td style="text-align: center;">53,247</td> </tr> <tr> <td>Hybrid SUV and air compressor (due Jun 2025)</td> <td style="text-align: center;">1</td> <td style="text-align: center;">23,655</td> <td style="text-align: center;">23,655</td> </tr> </tbody> </table>							<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	Eight Defibrillators (due Oct 2024)	1	53,247	53,247	Hybrid SUV and air compressor (due Jun 2025)	1	23,655	23,655
<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>															
Eight Defibrillators (due Oct 2024)	1	53,247	53,247															
Hybrid SUV and air compressor (due Jun 2025)	1	23,655	23,655															
0	0	0	5080-10 Inter-Agency Loan Repayment - Interest	0	0	0												
0	0	76,902	TOTAL INTERGOVERNMENTAL	76,902	76,902	76,902												
CHARGES FOR SERVICES																		
765,242	707,069	600,000	5500 System Development Charges Sewer system development charges (SDC) collected from new construction and additions to commercial or industrial projects that increase the loading on the sanitary sewer system.	700,000	700,000	700,000												
765,242	707,069	600,000	TOTAL CHARGES FOR SERVICES	700,000	700,000	700,000												
MISCELLANEOUS																		
156,165	930,831	750,000	6310 Interest	1,100,000	1,100,000	1,100,000												
0	0	2,500	6500-05 Private Sewer Lateral - Loan Repayment Payments on "loans" City has made to property owners to enable the property owner to repair a defective private sewer lateral.	2,500	2,500	2,500												
11,150	11,050	10,000	6500-10 Private Sewer Lateral - Penalty Property owner penalty of \$50 per month when owner fails to repair private sewer lateral. Budget Note: Penalty begins accruing 90 days after Notice of Defect issued. If private lateral is repaired within 10 months, penalty accruals absolved.	11,000	11,000	11,000												
0	0	0	6600 Other Income	0	0	0												
167,315	941,881	762,500	TOTAL MISCELLANEOUS	1,113,500	1,113,500	1,113,500												

Budget Document Report

77 - WASTEWATER CAPITAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET																																																																																											
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6,013,408	6,154,866	6,308,224	6900-75 Transfers In - Wastewater Services Transfer from the Wastwater Services Fund for capital improvements per the Wastewater System (WWS) Financial Plan.	6,076,520	6,076,520	6,076,520																																																																																											
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Ratepayer contribution for FY25	1	6,076,520	6,076,520																																																																																														
157,631	157,625	4,459,153	6901-01 Transfers In - Interfund Debt - General Fund	442,284	392,955	392,955																																																																																											
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6,171,039	6,312,491	10,767,377	<u>TOTAL TRANSFERS IN</u>	6,518,804	6,469,475	6,469,475																																																																																											
43,297,903	47,963,846	55,149,444	<u>TOTAL RESOURCES</u>	41,636,484	48,303,405	48,303,405																																																																																											

Budget Document Report

77 - WASTEWATER CAPITAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
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REQUIREMENTS

MATERIALS AND SERVICES

10,297	0	20,000	7750 Professional Services	20,000	20,000	20,000
0	14,832	5,800	7750-01 Professional Services - Audit & other city-wide prof svc Costs shared city-wide for audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses	7,690	7,690	7,690
0	252,432	2,050,000	7770-05 Professional Services - Projects - Master Plan Update Conveyance and WRF Master Plan Update.	600,000	1,000,000	1,000,000
0	0	0	7770-40 Professional Services - Projects - Grit System Expansion	0	0	0
633,108	1,101,847	2,000,000	7770-41 Professional Services - Projects - Solids Treatment Capacity improv Engineering services for the Solids Treatment Capacity Improvement Project.	1,200,000	1,450,000	1,450,000
0	0	0	7770-44 Professional Services - Projects - Filtration System Expansion	0	0	0
11,880	0	50,000	7770-49 Professional Services - Projects - 3 Mile Ln Bridge Force Main	0	0	0
1,935	80,818	350,000	7770-57 Professional Services - Projects - I&I Reduction Design Engineering services for the design and contract documents for the Inflow and Infiltration (I&I) Reduction Projects.	500,000	700,000	700,000
1,045	400,065	1,021,500	7770-59 Professional Services - Projects - Admin Building Addition/Upgrade Design services for Admin building project	1,200,000	1,200,000	1,200,000
2,565	0	3,500	8230 Private Sewer Lateral Repair Incentive Private Sewer Lateral Repair Incentive Program - maximum of \$250 per private lateral repair completed within 90 days of Notice of Defect.	2,500	2,500	2,500
0	0	2,500	8240-10 Private Sewer Lateral Loans - Low Income Loans "Loans" the City has made to property owners to enable the property owner to repair a defective private sewer lateral.	1,000	1,000	1,000
660,830	1,849,993	5,503,300	TOTAL MATERIALS AND SERVICES	3,531,190	4,381,190	4,381,190

CAPITAL OUTLAY

476,140	232,274	1,660,000	8710 Equipment Planned major equipment replacement at the WRF and/or system pump stations.	700,000	700,000	700,000
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Front end Loader	1	200,000	200,000
			Cozine Large Pump #6	1	200,000	200,000
			Shop Truck	1	300,000	300,000
0	0	0	8900 Land Acquisition Possible purchase of land West of current Wastewater Treatment Facility	4,000,000	4,000,000	4,000,000
1,947,428	361,364	2,000,000	9120-25 Sewer Construction - I&I Reduction Projects Sewer rehabilitation and reconstruction at various locations around the City to address inflow and infiltration (I&I).	2,500,000	4,250,000	4,250,000

Budget Document Report

77 - WASTEWATER CAPITAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
0	0	0	9120-40 Sewer Construction - Grit System Expansion	0	0	0
0	0	14,000,000	9120-41 Sewer Construction - Solids Treatment Capacity Improv Construction on the Solids Capacity Improvement Project.	11,000,000	14,900,000	14,900,000
0	0	0	9120-44 Sewer Construction - Filtration System Expansion	0	0	0
0	1,468	50,000	9120-49 Sewer Construction - 3 Mile Ln Bridge Force Main	0	0	0
0	0	2,000,000	9120-59 Sewer Construction - Admin Building Addition/Upgrade Construction funds to address the main administration building 70 seismic and HVAC needs.	1,000,000	1,000,000	1,000,000
0	0	15,000	9150-10 Developer Reimbursement - Sanitary Sewer Reimbursement to commercial and subdivision developers for sewer pipe constructed with extra capacity over what the developer requires which benefits the future growth requirements of the city.	15,000	15,000	15,000
2,423,568	595,107	19,725,000	<u>TOTAL CAPITAL OUTLAY</u>	19,215,000	24,865,000	24,865,000

TRANSFERS OUT

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	9700-01	Transfers Out - General Fund	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
211,100	229,238	268,733			250,985	250,985	250,736
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
			Wastewater Capital Fund support of Engineering operations.	1	42,894	42,894	
			Engineering, Admin, & Finance personnel services support.	1	207,842	207,842	

77 - WASTEWATER CAPITAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
0	0	10,040,441	9701-01 Transfers Out - Interfund Debt - General Fund	855,135	1,047,010	1,047,010
			See details in general fund, non departmental 01-99-6901-77. FY24 loans at 4.25% to be repaid in equal payments FY25 until FY29.			
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			City Hall cap improvement (approved for FY24, delayed to FY25)	1	24,000	24,000
			City Hall fire alarm + annunciator	1	30,000	30,000
			Nelson House frontage sidewalk replacement	1	60,000	60,000
			Eng replace 2007 vehicle	1	45,000	45,000
			Cmty Dev inspections vehicle (has none available currently)	1	25,000	25,000
			CDC HVAC (75% Gen Fund portion)	1	39,375	39,375
			PD 2017 Veh replacement (keep as spare K9)	1	84,335	84,335
			PD 2017 veh replacement	1	79,300	79,300
			Cmty Center fire panel replacement	1	10,000	10,000
			Senior Center vinyl flooring replace	1	11,700	11,700
			Senior Center carpet replacement	1	54,700	54,700
			Park Maint replace 2013 large area mower	1	90,000	90,000
			Park Maint Thompson Park upgrade ADA ramp	1	15,000	15,000
			Library fire supresion sprinklers	1	25,000	25,000
			Info Sys network equip, VM backbone host servers (70% Gen Fund)	1	51,600	51,600
			PD MDTs for patrol vehs (through Info Srv)	1	12,000	12,000
			Senior Center bathroom remodel (delay from FY24)	1	200,000	200,000
			PD 2014 veh replacement (FY24 carry-over)	1	68,000	68,000
			Park Maint restroom partition (FY24 carry-over)	1	17,500	17,500
			Cmty Center carpet (FY24 carry-over)	1	92,000	92,000
			Senior Center outdoor sign project (FY24 carry-over)	1	12,500	12,500
211,100	229,238	10,309,174	<u>TOTAL TRANSFERS OUT</u>	1,106,120	1,297,995	1,297,746
			<u>CONTINGENCIES</u>			
0	0	2,400,000	9800 Contingencies	2,500,000	2,500,000	2,500,000
			Increase due to large Solids Treatment Capacity Improvement project getting started, in order to assist with any unexpected expenditures.			
0	0	2,400,000	<u>TOTAL CONTINGENCIES</u>	2,500,000	2,500,000	2,500,000
			<u>ENDING FUND BALANCE</u>			
2,226,800	1,878,600	1,506,300	9977-99 Designated End FB - WW Cap Fd - PERS Refinancing Reserve	1,108,800	1,108,800	1,108,800
37,775,605	43,410,908	15,705,670	9999 Unappropriated Ending Fd Balance	14,175,374	14,150,420	14,150,669
			Undesignated carryover for July 1 from proposed budget year to subsequent year, includes the excess (deficit) of revenues over (under) expenditures from proposed budget year operations.			

Budget Document Report

77 - WASTEWATER CAPITAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
40,002,405	45,289,508	17,211,970	TOTAL ENDING FUND BALANCE	15,284,174	15,259,220	15,259,469
43,297,903	47,963,846	55,149,444	TOTAL REQUIREMENTS	41,636,484	48,303,405	48,303,405

Budget Document Report

77 - WASTEWATER CAPITAL FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
43,297,903	47,963,846	55,149,444	TOTAL RESOURCES	41,636,484	48,303,405	48,303,405
43,297,903	47,963,846	55,149,444	TOTAL REQUIREMENTS	41,636,484	48,303,405	48,303,405

Budget Document Report

80 - INFORMATION SYSTEMS & SERVICES FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES						
BEGINNING FUND BALANCE						
15,075	15,075	15,075	4080-15 Designated Begin FB-Info Sys Fd - Financial System Reserve July 1 carryover from prior year reserved for future City financial system software improvements	15,075	15,075	15,075
150,431	192,232	159,304	4090 Beginning Fund Balance Estimated July 1 undesignated carryover from prior year	192,789	192,789	192,789
165,506	207,307	174,379	TOTAL BEGINNING FUND BALANCE	207,864	207,864	207,864
INTERGOVERNMENTAL						
76,815	108,504	0	4546 American Rescue Plan	0	0	0
0	0	0	4548 Coronavirus Relief Fund (CRF)	0	0	0
0	0	444,178	5029 McMinnville Fire District	0	0	0
76,815	108,504	444,178	TOTAL INTERGOVERNMENTAL	0	0	0
CHARGES FOR SERVICES						
584,292	642,080	837,711	6000-01 Charges for Equipment & Services - General Fund Operating departments are charged for equipment & services provided by the IS Fund. Departments are also charged a pro-rated portion of City-shared network costs.	953,289	953,289	953,289
0	0	6,000	6000-08 Charges for Equipment & Services - Affordable Housing	1,905	1,905	1,905
16,949	24,724	51,508	6000-20 Charges for Equipment & Services - Street Fund	38,993	38,993	38,993
0	0	2,120	6000-25 Charges for Equipment & Services - Airport	3,341	3,341	3,341
0	0	1,980	6000-50 Charges for Equipment & Services - Park Development	0	0	0
21,025	11,364	19,977	6000-70 Charges for Equipment & Services - Building Fund	19,774	19,774	19,774
61,174	73,163	112,962	6000-75 Charges for Equipment & Services - Wastewater Services Fund	111,150	111,150	111,150
0	0	0	6000-79 Charges for Equipment & Services - Ambulance Fund	0	0	0
683,440	751,331	1,032,258	TOTAL CHARGES FOR SERVICES	1,128,452	1,128,452	1,128,452
MISCELLANEOUS						
787	4,435	3,500	6310 Interest	9,000	9,000	9,000
0	96	0	6600 Other Income	0	0	0
787	4,530	3,500	TOTAL MISCELLANEOUS	9,000	9,000	9,000

Budget Document Report

80 - INFORMATION SYSTEMS & SERVICES FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
<u>TRANSFERS IN</u>								
470,219	501,315	574,049	6900-01	Transfers In - General Fund		700,821	700,821	700,821
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Information Systems personnel services support.	1	570,956	570,956		
			ARPA - Software renewals, licensing, set-up costs, firewall	1	129,865	129,865		
10,960	11,694	12,733	6900-20	Transfers In - Street		13,317	13,317	13,317
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Information Systems personnel services support.	1	13,317	13,317		
10,960	11,694	12,733	6900-70	Transfers In - Building		13,317	13,317	13,317
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Information Systems personnel services support.	1	13,317	13,317		
55,851	59,995	65,343	6900-75	Transfers In - Wastewater Services		68,270	68,270	68,270
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Information Systems personnel services support.	1	68,270	68,270		
547,990	584,698	664,858	<u>TOTAL TRANSFERS IN</u>			795,725	795,725	795,725
1,474,539	1,656,370	2,319,173	<u>TOTAL RESOURCES</u>			2,141,041	2,141,041	2,141,041

80 - INFORMATION SYSTEMS & SERVICES FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

2,549	-114	0	7000	Salaries & Wages	0	0	0
345,843	383,362	406,031	7000-05	Salaries & Wages - Regular Full Time Information Systems Director - 1.00 FTE Information Services Administrator - 1.00 FTE Information Services Specialist - 2.00 FTE	427,162	427,162	427,162
166	4,588	0	7000-15	Salaries & Wages - Temporary	0	0	0
1,191	5,450	8,000	7000-20	Salaries & Wages - Overtime For required maintenance scheduled after working hours and occasional extra work required during peak activity periods.	7,000	7,000	7,000
2,400	2,400	2,400	7000-37	Salaries & Wages - Medical Opt Out Incentive	2,400	2,400	2,400
795	250	0	7300	Fringe Benefits	0	0	0
21,130	23,980	25,194	7300-05	Fringe Benefits - FICA - Social Security	26,412	26,412	26,412
4,942	5,608	6,039	7300-06	Fringe Benefits - FICA - Medicare	6,330	6,330	6,330
101,511	112,728	126,055	7300-15	Fringe Benefits - PERS - OPSRP - IAP	132,716	132,716	132,716
50,128	51,728	52,682	7300-20	Fringe Benefits - Medical Insurance	54,700	54,700	54,700
7,000	7,000	7,000	7300-22	Fringe Benefits - VEBA Plan	7,000	7,000	7,000
320	240	240	7300-25	Fringe Benefits - Life Insurance	240	240	240
1,280	954	942	7300-30	Fringe Benefits - Long Term Disability	996	996	996
298	399	458	7300-35	Fringe Benefits - Workers' Compensation Insurance	481	481	481
76	82	92	7300-37	Fringe Benefits - Workers' Benefit Fund	84	84	84
268	0	1,050	7300-40	Fringe Benefits - Unemployment	1,050	1,050	1,050
0	0	1,501	7300-45	Fringe Benefits - Paid Family Leave City Share	340	340	340
539,896	598,656	637,684	<u>TOTAL PERSONNEL SERVICES</u>		666,911	666,911	666,911

MATERIALS AND SERVICES

290	342	600	7540	Employee Events Costs shared city-wide for employee training, materials, and events.	700	700	700
3,331	2,104	5,000	7550	Travel & Education Technical training, network training, desktop training, and application development training, including travel and meal expenses to seminars and conferences.	12,000	12,000	12,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
				Employee Training & Education	4	3,000	12,000

80 - INFORMATION SYSTEMS & SERVICES FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
136	0	300	7590	Fuel - Vehicle & Equipment		300	300	300
				Fuel and repair expense for IS Department vehicle				
4,172	4,924	5,510	7610-05	Insurance - Liability		4,112	4,112	3,959
437	618	770	7610-10	Insurance - Property		216	216	210
13,560	12,211	11,000	7620	Telecommunications		11,000	11,000	11,000
				Information Services Department telephones, cell phones, and modem lines.				
5,483	5,006	6,000	7660	Materials & Supplies		6,000	6,000	6,000
				General office supplies, postage, shipping, professional subscriptions and dues, expendable computer supplies, and training materials; including purchased training videos and miscellaneous training materials.				
204	907	1,000	7720	Repairs & Maintenance		2,000	2,000	2,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Furniture and Expenses - office area	1	2,000	2,000	
0	59	2,000	7720-06	Repairs & Maintenance - Equipment		2,000	2,000	2,000
				Equipment repairs and software upgrades not covered by maintenance contracts.				
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Printer maintenance kits for in house repairs	1	500	500	
				Printer and non-warranty equipment repairs	1	1,500	1,500	
54	0	0	7720-14	Repairs & Maintenance - Vehicles		0	0	0
12,904	19,003	151,500	7750	Professional Services		51,500	51,500	51,500
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Application, network, design & support services	1	40,000	40,000	
				Civic Building A/V maintenance	1	1,500	1,500	
				Website services	1	10,000	10,000	
0	2,495	1,900	7750-01	Professional Services - Audit & other city-wide prof svc		4,480	4,480	4,480
				Costs shared city-wide for audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses				
0	0	0	7770-03	Professional Services - Projects - ERP		0	0	0
34,750	42,404	35,000	7792	Hardware Maintenance & Rental Contracts		25,000	25,000	25,000
7,731	0	11,000	7792-20	Hardware Maintenance & Rental Contracts - Police		0	0	0
0	0	0	7792-30	Hardware Maintenance & Rental Contracts - Fire		0	0	0
0	0	0	7792-95	Hardware Maintenance & Rental Contracts - Ambulance		0	0	0
261,209	305,003	300,000	7794	Software Maintenance & Rental Contracts		420,000	420,000	420,000
0	1,251	2,750	7794-02	Software Maintenance & Rental Contracts - City Manager's Office		3,280	3,280	3,280

80 - INFORMATION SYSTEMS & SERVICES FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Adobe Renewals	1	1,700	1,700
			Office 365 licensing	1	1,100	1,100
			Mailchimp software	1	480	480
0	0	1,850	7794-03 Software Maintenance & Rental Contracts - City Council			2,500
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Office 365 licensing	1	2,000	2,000
			Shared Civic Hall Copier (shared with Planning, Muni Ct)	1	500	500
6,500	5,000	8,250	7794-05 Software Maintenance & Rental Contracts - Accounting			9,000
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Office 365 licensing	1	3,000	3,000
			Adobe Pro renewals	5	200	1,000
			Debtbook Software Renewal	1	5,000	5,000
0	0	530	7794-08 Software Maintenance & Rental Contracts - Legal			600
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Office 365 licensing	1	600	600
7,869	8,928	12,800	7794-10 Software Maintenance & Rental Contracts - Engineering			19,700
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Office 365 licensing	1	3,000	3,000
			Bluebeam licensing	1	1,600	1,600
			Adobe licenses	1	600	600
			Hansen Development	1	5,000	5,000
			Hansen renewal-25%, shared with Street, Park Maint, WWS	1	4,000	4,000
			AutoCAD maintenance - 66%, shared with Comm Dvlpmnt	1	3,000	3,000
			ESRI-17% shared with Bldg, Comm Dvlpmnt, Eng, Street, WWS	1	2,500	2,500
0	10,027	930	7794-12 Software Maintenance & Rental Contracts - Human Resources			1,000
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Office 365 licensing	1	600	600
			Adobe Pro renewals	2	200	400
0	0	460	7794-14 Software Maintenance & Rental Contracts - Community Dev Econ Development			500
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Office 365 licensing	1	300	300
			Adobe Pro renewal	1	200	200

Budget Document Report

80 - INFORMATION SYSTEMS & SERVICES FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
0	0	0	7794-15 Software Maintenance & Rental Contracts - Community Development	0	0	0
0	0	460	7794-16 Software Maintenance & Rental Contracts - Community Dev Administration	500	500	500
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Adobe Pro renewal	1	200	200
			Office 365 licensing	1	300	300
1,626	2,025	3,130	7794-17 Software Maintenance & Rental Contracts - Community Dev Current	5,000	5,000	5,000
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			ESRI-12.5% shared with Eng, Bldg, Street, WWS	1	1,250	1,250
			Adobe InDesign	1	400	400
			AutoCAD maintenance	1	750	750
			Office 365 licensing	1	600	600
			Civic Hall shared copier (shared with City Council & Muni Court	1	500	500
			Bluebeam Licenses	3	300	900
			Adobe Pro Licensing	3	200	600
1,626	1,631	2,730	7794-18 Software Maintenance & Rental Contracts - Community Dev Long Range	3,600	3,600	3,600
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			ESRI Software - 12.5% shared with Eng, Bldg, Street, & WWS	1	1,250	1,250
			AutoCAD Maintenance	1	750	750
			Adobe Pro renewal	1	400	400
			Office 365 licensing	1	600	600
			Bluebeam Licensing	2	300	600
395	0	530	7794-19 Software Maintenance & Rental Contracts - Community Dev Code Compliance	1,400	1,400	1,400
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Office 365 licensing	1	600	600
			Adobe Licensing	1	800	800

80 - INFORMATION SYSTEMS & SERVICES FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
49,722	58,249	83,000	7794-20 Software Maintenance & Rental Contracts - Police	79,700	79,700	79,700
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Power DMS software	1	5,000	5,000
			Central Square maintenance	1	29,000	29,000
			Netmotion 50% shared with MFD	1	3,800	3,800
			Guardian Tracking software	1	5,000	5,000
			Office 365 licensing	1	15,500	15,500
			InTime renewal	1	5,000	5,000
			OnQ Maintenance	1	16,000	16,000
			Adobe Licensing	1	400	400
10,776	11,205	18,950	7794-25 Software Maintenance & Rental Contracts - Municipal Court	20,900	20,900	20,900
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Shared Civic Hall Copier (shared with City Council & Planning)	1	500	500
			Adobe Pro licensing	1	200	200
			Office 365 licensing	1	1,700	1,700
			Caselle Maintenance	1	7,800	7,800
			E-ticketing maintenance	1	5,700	5,700
			Caselle Utils/Integration	1	5,000	5,000
32,523	39,202	38,800	7794-30 Software Maintenance & Rental Contracts - Fire	0	0	0
1,200	1,440	2,300	7794-35 Software Maintenance & Rental Contracts - Parks & Rec Administration	2,340	2,340	2,340
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			WhenToWork renewal	1	600	600
			Activenet renewal	1	1,440	1,440
			Office 365 licensing	1	300	300
1,200	1,440	2,760	7794-40 Software Maintenance & Rental Contracts - Aquatic Center	3,040	3,040	3,040
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Activenet Renewal	1	1,440	1,440
			Office 365 licensing	1	1,600	1,600
1,200	1,440	2,760	7794-45 Software Maintenance & Rental Contracts - Community Center	3,240	3,240	3,240
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Activenet renewal	1	1,440	1,440
			Office 365 licensing	1	1,600	1,600
			Adobe Licensing	1	200	200
1,200	0	0	7794-50 Software Maintenance & Rental Contracts - Kids on the Block	0	0	0

80 - INFORMATION SYSTEMS & SERVICES FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
1,200	1,440	1,700	7794-55 Software Maintenance & Rental Contracts - Recreational Sports	2,440	2,440	2,440
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Adobe Pro renewal	1	400	400
			Office 365 licensing	1	600	600
			Activenet renewal	1	1,440	1,440
1,200	1,440	1,970	7794-60 Software Maintenance & Rental Contracts - Senior Center	2,340	2,340	2,340
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Office 365 licensing	1	900	900
			Activenet renewal	1	1,440	1,440
0	0	330	7794-63 Software Maintenance & Rental Contracts - Park Development	0	0	0
5,607	5,907	8,350	7794-65 Software Maintenance & Rental Contracts - Park Maintenance	13,750	13,750	13,750
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Office 365 licensing	1	1,450	1,450
			Adobe Pro licensing	1	400	400
			Hansen Development	1	5,000	5,000
			Hansen maintenance-25% shared with Street, Eng, WWS	1	4,000	4,000
			ESRI - 17% shared with (Bldg, Comm Dvlpmnt, Eng, Street, WWS	1	2,500	2,500
			Bluebeam licensing	1	400	400
0	0	2,500	7794-68 Software Maintenance & Rental Contracts - Affordable Housing	0	0	0
0	0	6,000	7794-70 Software Maintenance & Rental Contracts - Library	10,500	10,500	10,500
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Office 365 licensing	1	7,000	7,000
			LPTOne Renewal	1	800	800
			PC Reservation Renewal	1	1,000	1,000
			Hublet Renewal	1	1,700	1,700
9,106	10,407	12,850	7794-75 Software Maintenance & Rental Contracts - Streets	18,250	18,250	18,250
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Office 365 licensing	1	1,450	1,450
			Hansen Development	1	5,000	5,000
			Hansen renewal 25% - shared with Eng, Park Maint, WWS	1	4,000	4,000
			Adobe Pro licensing	1	400	400
			ESRI renewal 17% - shared with Bldg, ComDev, Eng, Park Maint, WWS	1	2,500	2,500
			Street Saver Software	1	4,500	4,500
			Bluebeam licensing	1	400	400

80 - INFORMATION SYSTEMS & SERVICES FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
0	0	200	7794-77 Software Maintenance & Rental Contracts - Airport	800	800	800
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Office 365 licensing	1	600	600
			Adobe Licensing	1	200	200
2,124	2,134	3,560	7794-80 Software Maintenance & Rental Contracts - Building	3,760	3,760	3,760
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Office 365 licensing	1	1,060	1,060
			ESRI Software - 17% shared with Street,Park Maint,WWS,Eng,ComDev	1	2,500	2,500
			Adobe Licensing	1	200	200
27,104	28,091	36,550	7794-85 Software Maintenance & Rental Contracts - Wastewater Services	44,500	44,500	44,500
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			ESRI renewal-17% shared with Eng,ParkMaint,Street,ComDev,Bldg	1	2,500	2,500
			Hansen renewal-25% shared with Park,Street,Eng	1	4,000	4,000
			Hansen Development	1	5,000	5,000
			Adobe Pro renewals	1	400	400
			Office 365 licensing	1	6,000	6,000
			CUES software maintenance	1	3,000	3,000
			Cradlepoint maintenance	1	350	350
			Swift Comply FOG maintenance	1	2,800	2,800
			Win 911 Software	1	800	800
			Hach WIMS software	1	3,100	3,100
			Wonderware software	1	5,500	5,500
			Rockwell control software	1	6,500	6,500
			WWS-MP2 Main Mgmt Software	1	2,800	2,800
			Bluebeam renewals	7	250	1,750
30,528	19,605	45,100	7794-95 Software Maintenance & Rental Contracts - Ambulance	0	0	0
0	8,276	80,680	7794-97 Software Maintenance & Rental Contracts - ARPA	129,865	129,865	129,865
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			FAMS Software renewal	1	6,365	6,365
			CitizenLab Software renewal	1	12,900	12,900
			NeoGov licensing	1	14,000	14,000
			Firewall maintenance renewal	1	41,000	41,000
			ARPA biz process: est 1 year SBITA cost	1	5,000	5,000
			ARPA budget app: 1 time setup cost	1	15,000	15,000
			ARPA budget app: est 1 year SBITA cost	1	35,000	35,000
			Emergency Manager software costs	1	600	600
1,515	1,053	4,000	7800-15 M & S Equipment - Information Systems	4,000	4,000	4,000

Budget Document Report

80 - INFORMATION SYSTEMS & SERVICES FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
17,339	19,412	15,000	7800-18	M & S Equipment - Hardware		17,000	17,000	17,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				UPS Replacements	1	3,000	3,000	
				NAS Replacement Storage	1	3,000	3,000	
				Network Switch replacements	3	2,500	7,500	
				Equipment Replacements	1	3,500	3,500	
0	0	0	7800-21	M & S Equipment - Software		0	0	0
0	0	0	7800-24	M & S Equipment - Inventory		0	0	0
0	0	0	7840	M & S Computer Charges		0	0	0
0	2,689	750	7840-02	M & S Computer Charges - City Manager's Office		400	400	400
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Docking Station	1	400	400	
2,749	2,789	2,950	7840-03	M & S Computer Charges - City Council		1,800	1,800	1,800
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Replacement Computer	1	1,800	1,800	
6,375	4,671	1,300	7840-05	M & S Computer Charges - Accounting		3,300	3,300	3,300
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Printer maintenance - Lexmark	1	300	300	
				Replacement mobile computer	1	3,000	3,000	
0	2,429	0	7840-08	M & S Computer Charges - Legal		0	0	0
7,488	4,268	7,700	7840-10	M & S Computer Charges - Engineering		8,700	8,700	8,700
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Replacement Mobile computers	2	3,750	7,500	
				Plotter maintenance	1	1,200	1,200	
0	4,008	3,500	7840-12	M & S Computer Charges - Human Resources		0	0	0
0	3,824	0	7840-14	M & S Computer Charges - Community Dev Econ Development		0	0	0
0	0	0	7840-15	M & S Computer Charges - Community Development		0	0	0
0	0	0	7840-16	M & S Computer Charges - Community Dev Administration		0	0	0
5,941	7,578	6,250	7840-17	M & S Computer Charges - Community Dev Current		0	0	0
0	5,227	3,000	7840-18	M & S Computer Charges - Community Dev Long Range		0	0	0
0	0	6,000	7840-19	M & S Computer Charges - Community Dev Code Compliance		0	0	0
12,329	25,207	50,400	7840-20	M & S Computer Charges - Police		48,100	48,100	48,100

Budget Document Report

80 - INFORMATION SYSTEMS & SERVICES FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			New Mobile Computers	5	3,500	17,500		
			Replacement Desktop Computers	11	1,700	18,700		
			New Monitors	1	500	500		
			Printer Replacements	2	1,200	2,400		
			Toughbook + Zebra Printer	1	7,000	7,000		
			MDT Repair	1	2,000	2,000		
379	5,431	1,500	7840-25 M & S Computer Charges - Municipal Court				5,000	5,000
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Polycom Replacement	1	2,500	2,500		
			Mobile Computer replacement	1	2,500	2,500		
12,611	7,766	21,500	7840-30 M & S Computer Charges - Fire				0	0
534	0	0	7840-35 M & S Computer Charges - Parks & Rec Administration				0	0
3,430	901	3,000	7840-40 M & S Computer Charges - Aquatic Center				8,050	8,050
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Replacement Computer	1	1,800	1,800		
			New Mobile Computer	1	2,750	2,750		
			Printer maintenance	1	1,000	1,000		
			New Monitors	1	1,000	1,000		
			Activenet peripherals	1	1,500	1,500		
3,466	3,584	1,000	7840-45 M & S Computer Charges - Community Center				0	0
0	0	0	7840-50 M & S Computer Charges - Kids on the Block				0	0
0	0	0	7840-55 M & S Computer Charges - Recreational Sports				3,650	3,650
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			New Mobile Computer	1	3,650	3,650		
397	5,016	2,500	7840-60 M & S Computer Charges - Senior Center				2,800	2,800
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Replacement computer	1	1,800	1,800		
			Activenet peripherals	1	1,000	1,000		
0	0	1,650	7840-63 M & S Computer Charges - Park Development				0	0
1,897	5,925	5,600	7840-65 M & S Computer Charges - Park Maintenance				7,000	7,000
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Replacement Mobile Computers 1/2 shared with Street	1	5,500	5,500		
			Hansen Mobile Devices	3	500	1,500		
0	0	3,500	7840-68 M & S Computer Charges - Affordable Housing				0	0
11,716	9,492	7,000	7840-70 M & S Computer Charges - Library				24,900	24,900

80 - INFORMATION SYSTEMS & SERVICES FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Replacement computers	2	1,800	3,600
			Replacement Mobile computers	4	2,500	10,000
			All In One computers	4	2,000	8,000
			Spline Label Printers	3	500	1,500
			Barcode Scanner	1	500	500
			Laserjet Printer	1	1,300	1,300
171	4,718	600	7840-75 M & S Computer Charges - Street			5,500
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Computer replacements 50% shared with Street	1	5,500	5,500
0	0	0	7840-77 M & S Computer Charges - Airport			0
9,961	0	2,500	7840-80 M & S Computer Charges - Building			1,000
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Accela peripherals	1	1,000	1,000
6,173	14,059	8,600	7840-85 M & S Computer Charges - WWS			13,300
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			New Monitors	1	500	500
			Desktop Replacements	6	1,800	10,800
			Laptop for equipment programming	1	2,000	2,000
0	0	0	7840-90 M & S Computer Charges - Sewer Maintenance			0
2,455	0	21,000	7840-95 M & S Computer Charges - Ambulance			0
0	0	0	7840-97 M & S Computer Charges - ARPA			0
5,872	5,353	8,000	8280 Data Communications			8,000
649,764	759,615	1,103,160	TOTAL MATERIALS AND SERVICES			1,084,313
			1,084,313			1,084,313
						1,084,154
			<u>CAPITAL OUTLAY</u>			
33,677	0	0	8730-05 Equipment - Computers - Hardware			0
0	0	0	8730-10 Equipment - Computers - Software			0
0	0	120,000	8750 Capital Outlay Computer Charges			60,000
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			VM Host Replacement	1	20,000	20,000
			Network Switches	1	30,000	30,000
			Wifi Upgrade	1	10,000	10,000
0	0	27,500	8750-10 Capital Outlay Computer Charges - Engineering			0

Budget Document Report

80 - INFORMATION SYSTEMS & SERVICES FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
0	0	0	8750-14	Capital Outlay Computer Charges - Community Dev Econ Development		0	0	0
0	0	0	8750-15	Capital Outlay Computer Charges - Community Development		0	0	0
0	0	0	8750-16	Capital Outlay Computer Charges - Community Dev Administration		0	0	0
0	0	0	8750-17	Capital Outlay Computer Charges - Community Dev Current		0	0	0
0	0	0	8750-18	Capital Outlay Computer Charges - Community Dev Long Range		0	0	0
0	0	0	8750-19	Capital Outlay Computer Charges - Community Dev Code Enforcement		0	0	0
0	0	92,000	8750-20	Capital Outlay Computer Charges - Police		114,000	114,000	114,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				RMS Upgrade	1	102,000	102,000	
				MDT Computers	2	6,000	12,000	
0	0	12,000	8750-30	Capital Outlay Computer Charges - Fire		0	0	0
0	0	14,000	8750-35	Capital Outlay Computer Charges - Parks & Rec Administration		0	0	0
0	0	27,500	8750-65	Capital Outlay Computer Charges - Park Maintenance		0	0	0
0	0	27,500	8750-75	Capital Outlay Computer Charges - Street		0	0	0
0	0	0	8750-77	Capital Outlay Computer Charges - Airport		0	0	0
0	0	0	8750-80	Capital Outlay Computer Charges - Building		0	0	0
0	0	27,500	8750-85	Capital Outlay Computer Charges - Wastewater Services		0	0	0
0	0	10,000	8750-95	Capital Outlay Computer Charges - Ambulance		0	0	0
43,895	99,572	43,500	8750-97	Capital Outlay Computer Charges - ARPA Projects		0	0	0
0	0	0	8750-98	Capital Outlay Computer Charges - ERP		0	0	0
77,572	99,572	401,500	<u>TOTAL CAPITAL OUTLAY</u>			174,000	174,000	174,000
<u>CONTINGENCIES</u>								
0	0	75,000	9800	Contingencies		75,000	75,000	75,000
0	0	75,000	<u>TOTAL CONTINGENCIES</u>			75,000	75,000	75,000
<u>ENDING FUND BALANCE</u>								
15,075	15,075	15,075	9980-15	Designated End FB - Info Sys Fd - Financial System Reserve		15,075	15,075	15,075
192,232	183,453	86,754	9999	Unappropriated Ending Fd Balance		125,742	125,742	125,901
Undesignated carryover from proposed budget year to subsequent year, includes the excess (deficit) of revenues over (under) expenditures from proposed budget year operations								

80 - INFORMATION SYSTEMS & SERVICES FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
207,307	198,528	101,829	TOTAL ENDING FUND BALANCE	140,817	140,817	140,976
1,474,539	1,656,370	2,319,173	TOTAL REQUIREMENTS	2,141,041	2,141,041	2,141,041

Budget Document Report

80 - INFORMATION SYSTEMS & SERVICES FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
1,474,539	1,656,370	2,319,173	TOTAL RESOURCES	2,141,041	2,141,041	2,141,041
1,474,539	1,656,370	2,319,173	TOTAL REQUIREMENTS	2,141,041	2,141,041	2,141,041

Budget Document Report

85 - INSURANCE SERVICES FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES						
BEGINNING FUND BALANCE						
966,780	829,517	628,429	4090 Beginning Fund Balance Estimated July 1 undesignated carryover from prior year	467,698	467,698	467,698
966,780	829,517	628,429	TOTAL BEGINNING FUND BALANCE	467,698	467,698	467,698
CHARGES FOR SERVICES						
449,152	537,912	537,780	6050-05 Insurance - Liability Total charges to the operating departments and funds for pro-rata share of the liability insurance premiums: general liability, automobile liability, and employee excess crime coverage.	552,121	552,121	552,121
276,447	311,877	363,876	6050-10 Insurance - Property Total charges to the operating departments and funds for pro-rata share of the property insurance premiums: property, automobile, mobile equipment, earthquake, and boiler and machinery.	379,430	379,430	379,430
476,833	415,015	405,319	6070 Workers' Compensation Insurance Charges to payroll operating departments and funds for worker's compensation insurance coverage.	321,163	319,386	319,681
1,202,433	1,264,804	1,306,975	TOTAL CHARGES FOR SERVICES	1,252,714	1,250,937	1,251,232
MISCELLANEOUS						
2,130	8,159	10,137	6310 Interest	9,000	9,000	9,000
13,082	28,218	25,000	6510-05 Insurance Loss Reimbursement - Property	25,000	25,000	25,000
3,074	0	5,000	6510-10 Insurance Loss Reimbursement - Parks	5,000	5,000	5,000
7,158	3,429	25,299	6510-15 Insurance Loss Reimbursement - Automobile	20,000	20,000	20,000
0	0	69,328	6600 Other Income Includes annual SAIF dividend	25,000	25,000	25,000
33,831	38,929	43,000	6600-15 Other Income - City County Insurance Services Revenue from CIS multi-line credit	30,000	30,000	44,335
59,275	78,736	177,764	TOTAL MISCELLANEOUS	114,000	114,000	128,335
2,228,488	2,173,057	2,113,168	TOTAL RESOURCES	1,834,412	1,832,635	1,847,265

85 - INSURANCE SERVICES FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
REQUIREMENTS						
<u>MATERIALS AND SERVICES</u>						
1,284	0	0	7750 Professional Services	0	0	0
0	1,519	1,300	7750-01 Professional Services - Audit & other city-wide prof svc Costs shared city-wide for audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses	3,900	3,900	3,900
709,724	837,609	944,420	8300 Property & Liability Ins Premium Insurance premiums for the following coverages: general liability, automobile, property, crime, mobile equipment, earthquake, employee crime coverage, and boiler and machinery.	961,551	961,551	901,179
0	0	0	8330-18 Liability Aggregate Deductible - 2017 - 2018	0	0	0
41,729	0	0	8330-19 Liability Aggregate Deductible - 2018 - 2019	0	0	0
0	0	0	8330-20 Liability Aggregate Deductible - 2019 - 2020	0	0	0
3,877	2,525	0	8330-21 Liability Aggregate Deductible - 2020 - 2021	0	0	0
30,470	-1,996	6,000	8330-22 Liability Aggregate Deductible - 2021 - 2022	0	0	0
0	8,166	6,500	8330-23 Liability Aggregate Deductible - 2022 - 2023 Total Liability deductible is \$50,000 for the year	0	0	0
0	0	50,000	8330-24 Liability Aggregate Deductible - 2023 - 2024 Total Liability deductible is \$50,000 for the year	50,000	50,000	50,000
0	339,497	328,100	8350 Workers' Compensation	320,494	319,386	319,386
0	0	0	8350-16 Workers' Compensation - 2015 - 2016 Retro Closed No open claims for this year	0	0	0
0	0	0	8350-17 Workers' Compensation - 2016 - 2017 Retro Closed No open workers' compensation claims for this plan year	0	0	0
0	0	0	8350-18 Workers' Compensation - 2017 - 2018 Retro Closed No open workers' compensation claims for this plan year	0	0	0
0	0	0	8350-19 Workers' Compensation - 2018 - 2019 Retro No open workers' compensation claims for this plan year	0	0	0
1,443	2,655	2,000	8350-20 Workers' Compensation - 2019 - 2020 Retro Open workers' compensation claims for this plan year.	0	0	0
74,477	1,859	4,000	8350-21 Workers' Compensation - 2020 - 2021 Retro Open workers' compensation claims for this plan year.	0	0	0
314,892	0	0	8350-22 Workers' Compensation - 2021 - 2022	0	0	0
0	0	0	8350-23 Workers' Compensation - 2022 - 2023	0	0	0
150	30,741	25,000	8370-05 Property & Auto Damage Claims - Property Loss & Damage The City's property insurance carries a \$1,000 deductible.	25,000	25,000	25,000
3,924	0	5,000	8370-10 Property & Auto Damage Claims - Park Loss & Damage	5,000	5,000	5,000

Budget Document Report

85 - INSURANCE SERVICES FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A			2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
6,468	9,151	10,000	8370-15	Property & Auto Damage Claims - Automobile Damage The City's automobile insurance carries a \$500 collision deductible and a \$250 comprehensive deductible.		20,000	20,000	20,000
1,188,438	1,231,727	1,382,320	TOTAL MATERIALS AND SERVICES			1,385,945	1,384,837	1,324,465
CAPITAL OUTLAY								
0	0	28,500	8850-10	Vehicles - Replacement		30,000	30,000	30,000
0	0	28,500	TOTAL CAPITAL OUTLAY			30,000	30,000	30,000
TRANSFERS OUT								
186,470	208,884	205,297	9700-01	Transfers Out - General Fund		82,776	82,776	82,528
			<u>Description</u>		<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
			Administration and Finance personnel services support.		1	82,528	82,528	
6,016	6,473	7,225	9700-20	Transfers Out - Street		0	0	0
3,008	3,236	5,007	9700-70	Transfers Out - Building		0	0	0
15,039	16,182	18,052	9700-75	Transfers Out - Wastewater Services		0	0	0
210,533	234,775	235,581	TOTAL TRANSFERS OUT			82,776	82,776	82,528
CONTINGENCIES								
0	0	173,000	9800	Contingencies		150,000	150,000	150,000
0	0	173,000	TOTAL CONTINGENCIES			150,000	150,000	150,000
ENDING FUND BALANCE								
829,517	706,555	293,767	9999	Unappropriated Ending Fd Balance Undesignated carryover from proposed budget year to subsequent year, includes the excess (deficit) of revenues over (under) expenditures from proposed budget year operations		185,691	185,022	260,272
829,517	706,555	293,767	TOTAL ENDING FUND BALANCE			185,691	185,022	260,272
2,228,488	2,173,057	2,113,168	TOTAL REQUIREMENTS			1,834,412	1,832,635	1,847,265

Budget Document Report

85 - INSURANCE SERVICES FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
2,228,488	2,173,057	2,113,168	TOTAL RESOURCES	1,834,412	1,832,635	1,847,265
2,228,488	2,173,057	2,113,168	TOTAL REQUIREMENTS	1,834,412	1,832,635	1,847,265

Budget Document Report

99 - FIRE DISTRICT TRANSITION FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 70 - FIRE ADMINISTRATION & OPERATIONS Section : N/A Program : N/A		2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES							
<u>LICENSES AND PERMITS</u>							
0	0	4,250	4490	Licenses & Permits - Misc	0	0	0
0	0	4,250		TOTAL LICENSES AND PERMITS	0	0	0
<u>INTERGOVERNMENTAL</u>							
0	0	0	4555	Ground Emergency Medical Transport (GEMT) Reimbursement	0	0	0
0	0	0	4840-05	OR Conflagration Reimbursement - Personnel	0	0	0
0	0	0	4840-10	OR Conflagration Reimbursement - Equipment	0	0	0
0	0	0		TOTAL INTERGOVERNMENTAL	0	0	0
<u>CHARGES FOR SERVICES</u>							
0	0	6,000	5340	Fire Department Service Fees	0	0	0
0	0	0	5400	Property Rentals	0	0	0
0	0	6,000		TOTAL CHARGES FOR SERVICES	0	0	0
<u>MISCELLANEOUS</u>							
0	0	0	6410	Donations - Fire	0	0	0
0	0	0	6600	Other Income	0	0	0
0	0	0	6600-05	Other Income - Workers' Comp Reimbursement	0	0	0
0	0	0	6600-22	Other Income - Airshow	0	0	0
0	0	0		TOTAL MISCELLANEOUS	0	0	0
0	0	10,250		TOTAL RESOURCES	0	0	0

99 - FIRE DISTRICT TRANSITION FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 70 - FIRE ADMINISTRATION & OPERATIONS Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET	
REQUIREMENTS							
<u>PERSONNEL SERVICES</u>							
0	0	0	7000	Salaries & Wages	0	0	0
0	0	808,210	7000-05	Salaries & Wages - Regular Full Time	0	0	0
0	0	15,600	7000-15	Salaries & Wages - Temporary	0	0	0
0	0	15,000	7000-17	Salaries & Wages - Volunteer Reimbursement	0	0	0
0	0	111,985	7000-20	Salaries & Wages - Overtime	0	0	0
0	0	645	7000-37	Salaries & Wages - Medical Opt Out Incentive	0	0	0
0	0	0	7300	Fringe Benefits	0	0	0
0	0	56,925	7300-05	Fringe Benefits - FICA - Social Security	0	0	0
0	0	13,642	7300-06	Fringe Benefits - FICA - Medicare	0	0	0
0	0	321,134	7300-15	Fringe Benefits - PERS - OPSRP - IAP	0	0	0
0	0	135,841	7300-20	Fringe Benefits - Medical Insurance	0	0	0
0	0	31,459	7300-22	Fringe Benefits - VEBA Plan	0	0	0
0	0	568	7300-25	Fringe Benefits - Life Insurance	0	0	0
0	0	1,730	7300-30	Fringe Benefits - Long Term Disability	0	0	0
0	0	33,940	7300-35	Fringe Benefits - Workers' Compensation Insurance	0	0	0
0	0	278	7300-37	Fringe Benefits - Workers' Benefit Fund	0	0	0
0	0	0	7300-40	Fringe Benefits - Unemployment	0	0	0
0	0	2,405	7300-45	Fringe Benefits - Paid Family Leave City Share	0	0	0
0	0	132	7400-05	Fringe Benefits - Volunteers - Life Insurance	0	0	0
0	0	14,018	7400-10	Fringe Benefits - Volunteers - Workers' Compensation Insurance	0	0	0
0	0	30,000	7400-15	Fringe Benefits - Volunteers - Fire Volunteer LOSA - Current	0	0	0
0	0	7,500	7400-25	Fringe Benefits - Volunteers - Volunteer Accident Insurance	0	0	0
0	0	1,601,012	<u>TOTAL PERSONNEL SERVICES</u>		0	0	0
<u>MATERIALS AND SERVICES</u>							
0	0	2,075	7515	City Services Charge expense	0	0	0
0	0	2,400	7540	Employee Events	0	0	0
0	0	14,250	7550	Travel & Education	0	0	0

Budget Document Report

99 - FIRE DISTRICT TRANSITION FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 70 - FIRE ADMINISTRATION & OPERATIONS Section : N/A Program : N/A		2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
0	0	19,000	7590	Fuel - Vehicle & Equipment	0	0	0
0	0	14,225	7600	Utilities	0	0	0
0	0	37,890	7610-05	Insurance - Liability	0	0	0
0	0	37,730	7610-10	Insurance - Property	0	0	0
0	0	12,500	7620	Telecommunications	0	0	0
0	0	8,000	7630-05	Uniforms - Employee	0	0	0
0	0	35,000	7630-15	Uniforms - Protective Clothing	0	0	0
0	0	6,000	7650	Janitorial	0	0	0
0	0	19,500	7660	Materials & Supplies	0	0	0
0	0	500	7700	Hazardous Materials	0	0	0
0	0	1,250	7720	Repairs & Maintenance	0	0	0
0	0	2,500	7720-06	Repairs & Maintenance - Equipment	0	0	0
0	0	28,000	7720-08	Repairs & Maintenance - Building Repairs	0	0	0
0	0	30,000	7720-14	Repairs & Maintenance - Vehicles	0	0	0
0	0	5,000	7720-16	Repairs & Maintenance - Radio & Pagers	0	0	0
0	0	3,000	7720-22	Repairs & Maintenance - Breathing Apparatus	0	0	0
0	0	27,320	7750	Professional Services	0	0	0
0	0	6,800	7750-01	Professional Services - Audit & other city-wide prof svc	0	0	0
0	0	20,775	7790	Maintenance & Rental Contracts	0	0	0
0	0	6,000	7800	M & S Equipment	0	0	0
0	0	2,500	7800-09	M & S Equipment - Radios	0	0	0
0	0	2,500	7800-30	M & S Equipment - Breathing Apparatus	0	0	0
0	0	37,500	8090	Hydrant Rental & Maintenance	0	0	0
0	0	7,500	8110	Hoses, Nozzles, & Adapters	0	0	0
0	0	7,000	8120	Hose & Ladder Testing	0	0	0
0	0	29,330	8180-05	YCOM - Other Governmental Services	0	0	0
0	0	426,045		TOTAL MATERIALS AND SERVICES	0	0	0
0	0	2,027,057		TOTAL REQUIREMENTS	0	0	0

99 - FIRE DISTRICT TRANSITION FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 73 - FIRE PREVENTION & LIFE SAFETY Section : N/A Program : N/A		2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
REQUIREMENTS							
<u>PERSONNEL SERVICES</u>							
0	0	116,021	7000-05	Salaries & Wages - Regular Full Time	0	0	0
0	0	0	7000-15	Salaries & Wages - Temporary	0	0	0
0	0	0	7000-17	Salaries & Wages - Volunteer Reimbursement	0	0	0
0	0	4,997	7000-20	Salaries & Wages - Overtime	0	0	0
0	0	7,321	7300-05	Fringe Benefits - FICA - Social Security	0	0	0
0	0	1,754	7300-06	Fringe Benefits - FICA - Medicare	0	0	0
0	0	42,191	7300-15	Fringe Benefits - PERS - OPSRP - IAP	0	0	0
0	0	21,840	7300-20	Fringe Benefits - Medical Insurance	0	0	0
0	0	5,250	7300-22	Fringe Benefits - VEBA Plan	0	0	0
0	0	66	7300-25	Fringe Benefits - Life Insurance	0	0	0
0	0	272	7300-30	Fringe Benefits - Long Term Disability	0	0	0
0	0	4,792	7300-35	Fringe Benefits - Workers' Compensation Insurance	0	0	0
0	0	22	7300-37	Fringe Benefits - Workers' Benefit Fund	0	0	0
0	0	340	7300-45	Fringe Benefits - Paid Family Leave City Share	0	0	0
0	0	200	7400-10	Fringe Benefits - Volunteers - Workers' Compensation Insurance	0	0	0
0	0	205,066	<u>TOTAL PERSONNEL SERVICES</u>		0	0	0
<u>MATERIALS AND SERVICES</u>							
0	0	4,500	7550	Travel & Education	0	0	0
0	0	500	7750	Professional Services	0	0	0
0	0	100	7750-01	Professional Services - Audit & other city-wide prof svc	0	0	0
0	0	4,000	8080	Fire Prevention Education	0	0	0
0	0	9,100	<u>TOTAL MATERIALS AND SERVICES</u>		0	0	0
0	0	214,166	<u>TOTAL REQUIREMENTS</u>		0	0	0

Budget Document Report

99 - FIRE DISTRICT TRANSITION FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 79 - AMBULANCE Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES						
INTERGOVERNMENTAL						
0	0	0	4546 American Rescue Plan	0	0	0
0	0	1,000,000	4555 Ground Emergency Medical Transport (GEMT) Reimbursement	1,000,000	0	0
0	0	0	4555-05 Ground Emergency Medical Transport (GEMT) Reimbursement - Coordinated Care Org (CCO)	0	0	0
0	0	0	4840-05 OR Conflagration Reimbursement - Personnel	0	0	0
0	0	0	4840-10 OR Conflagration Reimbursement - Equipment	0	0	0
0	0	1,000,000	TOTAL INTERGOVERNMENTAL	1,000,000	0	0
CHARGES FOR SERVICES						
0	0	2,950,000	5700 Transport Fees	3,000,000	0	0
0	0	68,000	5710 FireMed Fees	0	0	0
0	0	3,018,000	TOTAL CHARGES FOR SERVICES	3,000,000	0	0
MISCELLANEOUS						
0	0	0	6460 Donations - Ambulance	0	0	0
0	0	0	6600 Other Income	0	0	0
0	0	0	6600-05 Other Income - Workers' Comp Reimbursement	0	0	0
0	0	0	6600-22 Other Income - Airshow	0	0	0
0	0	3,333	6610 Collections - EMS	0	0	0
0	0	3,333	TOTAL MISCELLANEOUS	0	0	0
0	0	4,021,333	TOTAL RESOURCES	4,000,000	0	0

99 - FIRE DISTRICT TRANSITION FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 79 - AMBULANCE Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET	
REQUIREMENTS							
<u>PERSONNEL SERVICES</u>							
0	0	0	7000	Salaries & Wages	0	0	0
0	0	1,279,278	7000-05	Salaries & Wages - Regular Full Time	0	0	0
0	0	0	7000-10	Salaries & Wages - Regular Part Time	0	0	0
0	0	207,518	7000-20	Salaries & Wages - Overtime	0	0	0
0	0	855	7000-37	Salaries & Wages - Medical Opt Out Incentive	0	0	0
0	0	0	7300	Fringe Benefits	0	0	0
0	0	88,829	7300-05	Fringe Benefits - FICA - Social Security	0	0	0
0	0	21,289	7300-06	Fringe Benefits - FICA - Medicare	0	0	0
0	0	515,558	7300-15	Fringe Benefits - PERS - OPSRP - IAP	0	0	0
0	0	209,973	7300-20	Fringe Benefits - Medical Insurance	0	0	0
0	0	45,050	7300-22	Fringe Benefits - VEBA Plan	0	0	0
0	0	928	7300-25	Fringe Benefits - Life Insurance	0	0	0
0	0	2,708	7300-30	Fringe Benefits - Long Term Disability	0	0	0
0	0	56,831	7300-35	Fringe Benefits - Workers' Compensation Insurance	0	0	0
0	0	413	7300-37	Fringe Benefits - Workers' Benefit Fund	0	0	0
0	0	3,737	7300-45	Fringe Benefits - Paid Family Leave City Share	0	0	0
0	0	2,432,967	<u>TOTAL PERSONNEL SERVICES</u>		0	0	0
<u>MATERIALS AND SERVICES</u>							
0	0	0	7500	Credit Card Fees	0	0	0
0	0	700	7515	City Services Charge expense	0	0	0
0	0	4,300	7540	Employee Events	0	0	0
0	0	15,000	7550	Travel & Education	0	0	0
0	0	37,500	7590	Fuel - Vehicle & Equipment	0	0	0
0	0	4,800	7600	Utilities	0	0	0
0	0	43,580	7610-05	Insurance - Liability	0	0	0
0	0	19,350	7610-10	Insurance - Property	0	0	0
0	0	13,500	7620	Telecommunications	0	0	0

Budget Document Report

99 - FIRE DISTRICT TRANSITION FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 79 - AMBULANCE Section : N/A Program : N/A		2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
0	0	15,000	7630-05	Uniforms - Employee	0	0	0
0	0	250	7640	Laundry	0	0	0
0	0	2,000	7650	Janitorial	0	0	0
0	0	18,000	7660	Materials & Supplies	0	0	0
0	0	0	7660-15	Materials & Supplies - Postage	0	0	0
0	0	68,500	7660-45	Materials & Supplies - Medical Equipment & Supplies	0	0	0
0	0	750	7660-55	Materials & Supplies - Oxygen	0	0	0
0	0	2,500	7720-06	Repairs & Maintenance - Equipment	0	0	0
0	0	9,000	7720-08	Repairs & Maintenance - Building Repairs	0	0	0
0	0	30,000	7720-14	Repairs & Maintenance - Vehicles	0	0	0
0	0	4,500	7720-16	Repairs & Maintenance - Radio & Pagers	0	0	0
0	0	13,000	7735	Rental Property	0	0	0
0	0	122,370	7750	Professional Services	0	0	0
0	0	12,000	7750-01	Professional Services - Audit & other city-wide prof svc	0	0	0
0	0	5,365	7790	Maintenance & Rental Contracts	0	0	0
0	0	7,000	7800	M & S Equipment	0	0	0
0	0	500	7800-09	M & S Equipment - Radios	0	0	0
0	0	54,470	8180-05	YCOM - Other Governmental Services	0	0	0
0	0	503,935	<u>TOTAL MATERIALS AND SERVICES</u>		0	0	0
<u>CAPITAL OUTLAY</u>							
0	0	252,888	8850-15	Vehicles - Grants	0	0	0
0	0	252,888	<u>TOTAL CAPITAL OUTLAY</u>		0	0	0
0	0	3,189,790	<u>TOTAL REQUIREMENTS</u>		0	0	0

Budget Document Report

99 - FIRE DISTRICT TRANSITION FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 99 - NON-DEPARTMENTAL Section : N/A Program : N/A		2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
RESOURCES							
<u>INTERGOVERNMENTAL</u>							
0	0	4,542,048	5029	McMinnville Fire District	0	0	0
0	0	4,542,048		TOTAL INTERGOVERNMENTAL	0	0	0
<u>TRANSFERS IN</u>							
0	0	252,888	6900-01	Transfers In - General Fund	0	0	0
0	0	252,888		TOTAL TRANSFERS IN	0	0	0
0	0	4,794,936		TOTAL RESOURCES	0	0	0

Budget Document Report

99 - FIRE DISTRICT TRANSITION FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET		Department : 99 - NON-DEPARTMENTAL Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
REQUIREMENTS							
<u>SPECIAL PAYMENTS</u>							
0	0	2,750,000	9394	Inter-Agency Payment Out	4,000,000	0	0
0	0	2,750,000		<u>TOTAL SPECIAL PAYMENTS</u>	4,000,000	0	0
<u>DEBT SERVICE</u>							
0	0	626,817	9442-05	2014 Fire Vehicle Financing - Principal	0	0	0
0	0	18,689	9442-10	2014 Fire Vehicle Financing - Interest	0	0	0
0	0	645,506		<u>TOTAL DEBT SERVICE</u>	0	0	0
0	0	3,395,506		<u>TOTAL REQUIREMENTS</u>	4,000,000	0	0

Budget Document Report

99 - FIRE DISTRICT TRANSITION FUND

2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	Department : 70 - FIRE ADMINISTRATION & OPERATIONS Section : N/A Program : N/A	2025 PROPOSED BUDGET	2025 APPROVED BUDGET	2025 ADOPTED BUDGET
0	0	8,826,519	TOTAL RESOURCES	4,000,000	0	0
0	0	8,826,519	TOTAL REQUIREMENTS	4,000,000	0	0