

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
RESOURCES								
BEGINNING FUND BALANCE								
0	0	0	4001-01	Designated Begin FB-General Fd - Grants	0	1,000,000	0	
655,396	711,883	677,500	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.	825,000	825,000	825,000	
5,847,769	4,876,207	4,761,915	4090	Beginning Fund Balance Estimated July 1 undesignated carryover from the prior year.	4,334,365	4,334,365	4,559,824	
5,661,535	5,588,091	5,439,415	TOTAL BEGINNING FUND BALANCE			5,159,365	6,159,365	5,384,824
6,503,164	5,588,091	5,439,415	TOTAL RESOURCES			5,159,365	6,159,365	5,384,824

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01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 01 - ADMINISTRATION		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
			Section : 002 - CITY MANAGER'S OFFICE					
			Program : N/A					
RESOURCES								
MISCELLANEOUS								
0	0	0	6600	Other Income	0	0	0	
			Reimbursements for ICMA president role travel expenses					
0	0	0	TOTAL MISCELLANEOUS			0	0	0
0	0	0	TOTAL RESOURCES			0	0	0

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2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : 002 - CITY MANAGER'S OFFICE Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
REQUIREMENTS							
PERSONNEL SERVICES							
-2,861	1,772	0	7000	Salaries & Wages	0	0	0
170,365	153,252	305,111	7000-05	Salaries & Wages - Regular Full Time City Manager - 1.00 FTE City Recorder - 0.20 FTE Communications & Engagement Manager - 1.00 FTE	264,603	264,603	264,603
1,312	0	0	7000-15	Salaries & Wages - Temporary	0	0	0
122	220	0	7000-20	Salaries & Wages - Overtime	2,100	2,100	2,100
0	325	0	7000-25	Salaries & Wages - City Employee Recognition	0	0	0
6,000	5,400	6,000	7000-30	Salaries & Wages - Auto Allowance City Manager's \$500 per month automobile allowance.	6,000	6,000	6,000
-1,654	1,105	0	7300	Fringe Benefits	0	0	0
8,930	7,996	12,241	7300-05	Fringe Benefits - FICA - Social Security	14,017	14,017	14,017
2,695	2,409	3,004	7300-06	Fringe Benefits - FICA - Medicare	4,164	4,164	4,164
68,996	61,790	72,944	7300-15	Fringe Benefits - PERS - OPSRP - IAP	81,212	81,212	81,212
13,017	11,464	12,815	7300-18	Fringe Benefits - Retirement Benefit City Manager's deferred compensation contributions - 8% of salary.	14,561	14,561	14,561
21,357	19,650	24,360	7300-20	Fringe Benefits - Medical Insurance	45,746	45,746	45,746
3,150	2,850	3,400	7300-22	Fringe Benefits - VEBA Plan	6,200	6,200	6,200
120	113	152	7300-25	Fringe Benefits - Life Insurance	132	132	132
834	770	948	7300-30	Fringe Benefits - Long Term Disability	520	520	520
143	109	175	7300-35	Fringe Benefits - Workers' Compensation Insurance	328	328	328
24	21	32	7300-37	Fringe Benefits - Workers' Benefit Fund	74	74	74
292,550	269,248	441,182	TOTAL PERSONNEL SERVICES		439,657	439,657	439,657
MATERIALS AND SERVICES							
940	0	1,000	7520	Public Notices & Printing	1,000	1,000	1,000
179	172	300	7540	Employee Events Costs shared city-wide for employee training, materials, and events.	300	300	300
6,839	1,191	5,000	7550	Travel & Education Professional association conferences, seminars, travel and meal costs, professional memberships, dues and subscriptions. Includes allowance for leadership training and development for City staff.	5,000	5,000	5,000
1,300	1,400	1,500	7610-05	Insurance - Liability	1,800	1,800	1,800

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2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : 002 - CITY MANAGER'S OFFICE Program : N/A				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
1,071	905	1,200	7620	Telecommunications				1,200	1,200	1,200
142	191	400	7660	Materials & Supplies				800	800	800
1,050	174	1,000	7660-05	Materials & Supplies - Office Supplies				1,000	1,000	1,000
146	35	100	7660-15	Materials & Supplies - Postage				150	150	150
10,621	14,397	3,160	7750	Professional Services				1,400	1,400	1,400
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				3,560	3,560	3,560
1,805	2,143	4,482	7840	M & S Computer Charges I.S. Fund materials & supplies costs shared city-wide				5,146	5,146	5,146
2,210	0	840	7840-02	M & S Computer Charges - City Manager's Office				4,640	4,640	4,640
				Description	Units	Amt/Unit	Total			
				Office 365 Licensing	4	240	840			
				Adobe Licensing	1	1,300	1,300			
				Replacement Surface	1	2,500	2,500			
47,967	49,785	52,215	8000	City Memberships				54,000	54,000	54,000
74,269	70,392	71,197	TOTAL MATERIALS AND SERVICES				79,996	79,996	79,996	
CAPITAL OUTLAY										
213	0	494	8750	Capital Outlay Computer Charges I.S. Fund capital outlay costs shared city-wide				1,080	0	0
213	0	494	TOTAL CAPITAL OUTLAY				1,080	0	0	
367,032	339,641	512,873	TOTAL REQUIREMENTS				520,733	519,653	519,653	

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2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : 003 - CITY HALL & CITY PROPERTY Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
RESOURCES								
INTERGOVERNMENTAL								
0	0	0	4546	American Rescue Plan ARPA project: DEI funding for summit and training (in Admin - Council)	0	15,000	15,000	
0	0	0	TOTAL INTERGOVERNMENTAL			0	15,000	15,000
CHARGES FOR SERVICES								
12,708	12,708	12,700	5400-02	Property Rentals - The Nelson House Chamber of Commerce monthly rental income increases in October depending on the June 30 CPI-W increase.	0	0	0	
12,708	12,708	12,700	TOTAL CHARGES FOR SERVICES			0	0	0
12,708	12,708	12,700	TOTAL RESOURCES			0	15,000	15,000

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2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : 003 - CITY HALL & CITY PROPERTY Program : N/A				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
REQUIREMENTS									
MATERIALS AND SERVICES									
12,277	12,218	12,500	7600	Utilities			18,000	18,000	18,000
For city hall, civic center and rental building									
0	0	0	7600-04	Utilities - Water			220,000	0	0
1,000	1,000	1,000	7610-05	Insurance - Liability			1,040	1,040	1,040
10,200	12,500	12,300	7610-10	Insurance - Property			13,230	13,230	13,230
5,852	5,588	5,500	7620	Telecommunications			6,050	6,050	6,050
10,000	10,244	6,500	7650-10	Janitorial - Services			10,500	10,500	10,500
2,088	3,950	500	7650-15	Janitorial - Supplies			2,500	2,500	2,500
233	786	150	7660	Materials & Supplies			150	150	150
4,866	0	500	7720-06	Repairs & Maintenance - Equipment			500	500	500
10,216	7,323	39,000	7720-08	Repairs & Maintenance - Building Repairs			44,000	10,000	10,000
Repairs and maintenance projects for City Hall and Civic Hall									
<div><div>Description</div><div>Units</div><div>Amt/Unit</div><div>Total</div></div>									
General Repairs110,00010,000									
4,806	3,739	5,000	7720-10	Repairs & Maintenance - Building Maintenance			5,000	5,000	5,000
1,314	40	5,000	7720-12	Repairs & Maintenance - Grounds			5,000	5,000	5,000
19,458	20,304	23,100	7720-34	Repairs & Maintenance - Parking Structure & Lots			61,020	21,020	21,020
<div><div>Description</div><div>Units</div><div>Amt/Unit</div><div>Total</div></div>									
Liability insurance premiums12,9702,970									
Property insurance premiums13,5503,550									
Misc repairs and maintenance13,5003,500									
Flower basket program16,0006,000									
Lighting15,0005,000									
8,044	6,319	26,300	7740-05	Rental Property Repair & Maint - Building			17,280	1,780	1,780
<div><div>Description</div><div>Units</div><div>Amt/Unit</div><div>Total</div></div>									
Liability insurance premiums1260260									
Property insurance premiums11,5201,520									
526	781	500	7750	Professional Services			7,500	0	0
7,146	6,900	9,800	7780-17	Contract Services - Parking Structure & Lots			11,000	11,000	11,000
24,905	26,514	20,000	7790	Maintenance & Rental Contracts			26,200	26,200	26,200
Security system, floor mat cleaning, heating system maintenance, pest control, copier lease, postage machine lease									

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2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : 003 - CITY HALL & CITY PROPERTY Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
5,400	5,400	5,400	7790-05	Maintenance & Rental Contracts - Water & Light Fiber Net		5,400	5,400	5,400
3,808	0	0	7800	M & S Equipment		0	0	0
132,140	123,604	173,050		<u>TOTAL MATERIALS AND SERVICES</u>		454,370	137,370	137,370
				<u>CAPITAL OUTLAY</u>				
0	0	10,000	8710	Equipment		0	0	0
0	0	43,000	8800	Building Improvements		47,000	0	0
0	0	53,000		<u>TOTAL CAPITAL OUTLAY</u>		47,000	0	0
132,140	123,604	226,050		<u>TOTAL REQUIREMENTS</u>		501,370	137,370	137,370

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01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : 005 - MAYOR & CITY COUNCIL Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
REQUIREMENTS								
PERSONNEL SERVICES								
31,886	47,786	43,004	7000-05	Salaries & Wages - Regular Full Time		63,498	63,498	63,498
				City Recorder - 0.80 FTE				
5,248	0	0	7000-15	Salaries & Wages - Temporary		0	0	0
489	882	0	7000-20	Salaries & Wages - Overtime		900	900	900
0	300	0	7000-30	Salaries & Wages - Auto Allowance		0	0	0
2,226	2,859	2,629	7300-05	Fringe Benefits - FICA - Social Security		3,896	3,896	3,896
521	699	614	7300-06	Fringe Benefits - FICA - Medicare		934	934	934
9,623	14,046	12,467	7300-15	Fringe Benefits - PERS - OPSRP - IAP		18,710	18,710	18,710
0	637	0	7300-18	Fringe Benefits - Retirement Benefit		0	0	0
4,405	5,336	4,462	7300-20	Fringe Benefits - Medical Insurance		6,154	6,154	6,154
600	750	600	7300-22	Fringe Benefits - VEBA Plan		800	800	800
51	70	64	7300-25	Fringe Benefits - Life Insurance		48	48	48
174	270	232	7300-30	Fringe Benefits - Long Term Disability		142	142	142
33	48	38	7300-35	Fringe Benefits - Workers' Compensation Insurance		77	77	77
13	13	14	7300-37	Fringe Benefits - Workers' Benefit Fund		18	18	18
291	291	501	7400-10	Fringe Benefits - Volunteers - Workers' Compensation Insurance		500	500	500
55,560	73,987	64,625	TOTAL PERSONNEL SERVICES			95,677	95,677	95,677
MATERIALS AND SERVICES								
70,434	1,903	1,500	7520	Public Notices & Printing		1,500	1,500	1,500
483	432	450	7620	Telecommunications		500	500	500
422	152	200	7660	Materials & Supplies		200	200	200
1,091	1,479	800	7660-05	Materials & Supplies - Office Supplies		800	800	800
122	21	150	7660-15	Materials & Supplies - Postage		150	150	150
6,749	2,247	5,030	7750	Professional Services		15,000	15,000	15,000
<div><div>Description</div><div>Units</div><div>Amt/Unit</div><div>Total</div></div>								
				ARPA: DEI training and professional support	1	10,000	10,000	
				ARPA: DEI Summit at Linfield	1	5,000	5,000	
0	0	0	7750-01	Professional Services - Audit & other city-wide prof svc		30	30	30
				Costs shared city-wide for Audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses				

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2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : 005 - MAYOR & CITY COUNCIL Program : N/A				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
500	11,485	5,000	7750-06	Professional Services - Community Outreach Continuing the City Council's public communication efforts			10,000	10,000	10,000
11,725	13,393	15,586	7840	M & S Computer Charges I.S. Fund materials & supplies costs shared city-wide			18,377	18,377	18,377
3,870	2,877	1,680	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>	
			Office 365 Licensing			8	240	1,800	
15,728	9,305	17,500	8005	Mayor/City Council Expenses			18,000	18,000	18,000
45,000	26,355	10,000	8016	Affordable Housing			10,000	10,000	10,000
			<u>Description</u>			<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
			Environmental clean up			1	10,000	10,000	
156,124	69,649	57,896	TOTAL MATERIALS AND SERVICES				76,357	76,357	76,357
CAPITAL OUTLAY									
1,329	0	1,719	8750	Capital Outlay Computer Charges I.S. Fund capital outlay costs shared city-wide			3,860	0	0
1,329	0	1,719	TOTAL CAPITAL OUTLAY				3,860	0	0
213,013	143,637	124,240	TOTAL REQUIREMENTS				175,894	172,034	172,034

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2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : 008 - LEGAL Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
RESOURCES								
MISCELLANEOUS								
0	0	0	6600	Other Income		0	0	0
0	0	0	TOTAL MISCELLANEOUS			0	0	0
0	0	0	TOTAL RESOURCES			0	0	0

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : 008 - LEGAL Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
REQUIREMENTS								
PERSONNEL SERVICES								
127,212	121,827	140,745	7000-05	Salaries & Wages - Regular Full Time City Attorney - 1.00 FTE	156,790	156,790	156,790	
0	28,600	37,578	7000-10	Salaries & Wages - Regular Part Time Management Support Specialist - Senior - Legal - 0.50 FTE	38,868	38,868	38,868	
0	6,090	4,140	7000-15	Salaries & Wages - Temporary Extra Help - Legal - 0.09 FTE	3,456	3,456	3,456	
31	0	0	7000-20	Salaries & Wages - Overtime	0	0	0	
0	0	0	7000-37	Salaries & Wages - Medical Opt Out Incentive	0	0	0	
7,354	9,554	11,173	7300-05	Fringe Benefits - FICA - Social Security	11,455	11,455	11,455	
1,794	2,234	2,597	7300-06	Fringe Benefits - FICA - Medicare	2,887	2,887	2,887	
17,807	40,643	52,256	7300-15	Fringe Benefits - PERS - OPSRP - IAP	57,227	57,227	57,227	
8,616	21,847	24,620	7300-20	Fringe Benefits - Medical Insurance	25,470	25,470	25,470	
0	4,500	1,500	7300-22	Fringe Benefits - VEBA Plan	1,500	1,500	1,500	
59	198	216	7300-25	Fringe Benefits - Life Insurance	120	120	120	
307	953	962	7300-30	Fringe Benefits - Long Term Disability	444	444	444	
79	198	230	7300-35	Fringe Benefits - Workers' Compensation Insurance	239	239	239	
11	31	38	7300-37	Fringe Benefits - Workers' Benefit Fund	37	37	37	
3,175	2,268	0	7300-40	Fringe Benefits - Unemployment	0	0	0	
166,445	238,944	276,055	TOTAL PERSONNEL SERVICES			298,493	298,493	298,493
MATERIALS AND SERVICES								
332	317	400	7540	Employee Events Costs shared city-wide for employee training, materials, and events.	300	300	300	
0	2,646	5,400	7545	Subscriptions Westlaw legal research subscriptions.	6,000	6,000	6,000	
1,127	2,355	3,300	7550	Travel & Education Professional association conferences, seminars, and workshops including travel and meal costs, professional memberships, dues, professional reference materials for the City Attorney.	7,700	7,700	7,700	
2,400	2,500	2,300	7610-05	Insurance - Liability	2,650	2,650	2,650	
980	1,359	1,000	7620	Telecommunications	1,300	1,300	1,300	
510	472	500	7660-05	Materials & Supplies - Office Supplies	500	500	500	
69	29	150	7660-15	Materials & Supplies - Postage	150	150	150	

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2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : 008 - LEGAL Program : N/A				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
1,578	5,509	1,000	7750	Professional Services Provide City Attorney with legal assistance on projects other than city prosecutorial services.			20,000	20,000	20,000
153,004	107,656	103,928	7750-09	Professional Services - Legal Contract city prosecutor services to provide City Attorney with assistance.			104,000	104,000	104,000
3,283	3,750	3,842	7840	M & S Computer Charges I.S. Fund materials & supplies costs shared city-wide			4,411	4,411	4,411
7,887	0	720	7840-08	M & S Computer Charges - Legal			6,920	6,920	6,920
			<u>Description</u>			<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
			Office 365 Licensing			3	240	720	
			Mobile Replacement			1	3,000	3,000	
			Caselle license + annual cost			1	3,200	3,200	
171,170	126,593	122,540	TOTAL MATERIALS AND SERVICES				153,931	153,931	153,931
CAPITAL OUTLAY									
372	0	424	8750	Capital Outlay Computer Charges I.S. Fund capital outlay costs shared city-wide			926	0	0
372	0	424	TOTAL CAPITAL OUTLAY				926	0	0
337,987	365,536	399,019	TOTAL REQUIREMENTS				453,350	452,424	452,424

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2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : 011 - COMMUNITY SERVICES Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
RESOURCES								
INTERGOVERNMENTAL								
0	0	0	4546	American Rescue Plan		80,000	80,000	80,000
0	0	0	TOTAL INTERGOVERNMENTAL			80,000	80,000	80,000
MISCELLANEOUS								
0	1,180	0	6405	Donations - Administration		0	0	0
0	0	0	6490	Donations - Public Art		0	0	0
			Public donations for the Public Art Program					
21,895	0	10,000	6490-10	Donations - Public Art - Dedicated		10,000	10,000	10,000
			Public donations for specific pieces of artwork for the Public Art Program					
21,895	1,180	10,000	TOTAL MISCELLANEOUS			10,000	10,000	10,000
21,895	1,180	10,000	TOTAL RESOURCES			90,000	90,000	90,000

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2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : 011 - COMMUNITY SERVICES Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
REQUIREMENTS								
MATERIALS AND SERVICES								
1,110	200	2,000	7720-03	Repairs & Maintenance - Public Art	2,000	2,000	2,000	
0	0	0	7750	Professional Services	0	0	0	
0	0	0	7750-04	Professional Services - Grants	80,000	80,000	80,000	
			ARPA: translation services					
7,911	13,129	42,400	8010	Holiday Lighting	14,000	14,000	14,000	
			City contribution to community-wide Holiday Lighting Program, a public/private partnership, and monthly electrical charges for 3rd Street kiosks.					
4,553	1,613	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	0	0	8012-05	M&S Downtown Public Art Program - Donations - Public Art	0	0	0	
			Public art purchases funded through revenue account 6490, Donations-Public Art.					
13,895	0	10,000	8012-10	M&S Downtown Public Art Program - Donations - Dedicated	0	0	0	
			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	0	8015	Community Services	0	0	0	
14,000	15,180	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	22,500	22,500	8025	Yamhill Co - YCTA	25,000	25,000	25,000	
			Public transportation program support increased in FY23					
83,301	83,768	93,000	8060	Economic Development	93,000	93,000	93,000	
			MEDP contribution, bypass lobbying, small econ dev projects					
147,270	136,391	193,900	TOTAL MATERIALS AND SERVICES			238,000	238,000	238,000
CAPITAL OUTLAY								
8,000	0	0	8712-10	Capital Outlay Downtown Public Art Program - Donations - Dedicated	0	0	0	
8,000	0	0	TOTAL CAPITAL OUTLAY			0	0	0
155,270	136,391	193,900	TOTAL REQUIREMENTS			238,000	238,000	238,000

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01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : 012 - HUMAN RESOURCES Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
REQUIREMENTS								
PERSONNEL SERVICES								
131,201	113,730	95,350	7000-05	Salaries & Wages - Regular Full Time Human Resources Manager - 1.00 FTE Human Resources Analyst - 0.50 FTE Management Support Specialist - 1.00 FTE	192,366	152,106	152,106	
0	0	11,777	7000-10	Salaries & Wages - Regular Part Time	0	0	0	
3,240	4,115	6,500	7000-15	Salaries & Wages - Temporary Extra Help - Administrative - 0.15 FTE	4,800	4,800	4,800	
202	367	0	7000-20	Salaries & Wages - Overtime	0	0	0	
0	0	0	7000-25	Salaries & Wages - City Employee Recognition	0	0	0	
0	300	0	7000-30	Salaries & Wages - Auto Allowance	0	0	0	
8,003	7,021	6,985	7300-05	Fringe Benefits - FICA - Social Security	11,928	9,492	9,492	
1,893	1,672	1,607	7300-06	Fringe Benefits - FICA - Medicare	2,859	2,275	2,275	
30,498	32,156	31,933	7300-15	Fringe Benefits - PERS - OPSRP - IAP	56,423	44,727	44,727	
0	637	0	7300-18	Fringe Benefits - Retirement Benefit	0	0	0	
18,151	18,478	20,609	7300-20	Fringe Benefits - Medical Insurance	50,366	39,170	39,170	
2,250	900	1,500	7300-22	Fringe Benefits - VEBA Plan	6,500	3,500	3,500	
138	140	162	7300-25	Fringe Benefits - Life Insurance	150	120	120	
616	648	572	7300-30	Fringe Benefits - Long Term Disability	332	236	236	
104	137	100	7300-35	Fringe Benefits - Workers' Compensation Insurance	237	189	189	
31	29	58	7300-37	Fringe Benefits - Workers' Benefit Fund	84	73	73	
907	648	0	7300-40	Fringe Benefits - Unemployment	0	0	0	
197,234	180,977	177,153	TOTAL PERSONNEL SERVICES			326,045	256,688	256,688
MATERIALS AND SERVICES								
0	225	100	7520	Public Notices & Printing	0	0	0	
0	0	0	7530	Training	500	500	500	
5,316	1,744	1,000	7550	Travel & Education Professional association conferences, seminars and workshops including travel and meal costs, professional memberships, dues, subscriptions, and reference materials.	8,000	8,000	8,000	
0	0	2,500	7579	Employee Recognition	2,500	2,500	2,500	
581	449	550	7620	Telecommunications	800	800	800	

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : 012 - HUMAN RESOURCES Program : N/A				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
30	541	750	7660	Materials & Supplies				1,000	1,000	1,000
101	9	200	7660-05	Materials & Supplies - Office Supplies				500	500	500
38	21	100	7660-15	Materials & Supplies - Postage				200	200	200
48,209	29,845	5,000	7750	Professional Services				7,500	7,500	7,500
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				60	60	60
938	1,071	1,921	7840	M & S Computer Charges				4,411	4,411	4,411
31,262	0	720	7840-12	M & S Computer Charges - Human Resources				24,720	24,720	24,720
			Description	Units	Amt/Unit	Total				
			Office 365 Licensing	3	240	720				
			NEOGOV Perform & Implementation	1	15,000	15,000				
			Background check system integration	1	3,000	3,000				
			New mobile computers	2	3,000	6,000				
86,476	33,906	12,841	TOTAL MATERIALS AND SERVICES				50,191	50,191	50,191	
CAPITAL OUTLAY										
106	0	211	8750	Capital Outlay Computer Charges				926	0	0
106	0	211	TOTAL CAPITAL OUTLAY				926	0	0	
283,816	214,883	190,205	TOTAL REQUIREMENTS				377,162	306,879	306,879	

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 03 - FINANCE Section : 013 - ACCOUNTING Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
RESOURCES								
INTERGOVERNMENTAL								
0	0	0	4546	American Rescue Plan ARPA funding for Grant Manager	158,304	158,304	158,304	
0	0	0	TOTAL INTERGOVERNMENTAL			158,304	158,304	158,304
CHARGES FOR SERVICES								
28,584	27,234	26,400	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 \$30 per lien search; City pays \$12 per search through expenditure account 7750-27, Professional Services-Net Assets.	25,000	25,000	25,000	
28,584	27,234	26,400	TOTAL CHARGES FOR SERVICES			25,000	25,000	25,000
MISCELLANEOUS								
72	1	100	6600-94	Other Income - Finance Miscellaneous Finance Department collections.	0	0	0	
72	1	100	TOTAL MISCELLANEOUS			0	0	0
28,656	27,234	26,500	TOTAL RESOURCES			183,304	183,304	183,304

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 03 - FINANCE Section : 013 - ACCOUNTING Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
REQUIREMENTS							
PERSONNEL SERVICES							
-114	-845	0	7000	Salaries & Wages	0	0	0
354,199	345,258	396,250	7000-05	Salaries & Wages - Regular Full Time Finance Director - 0.90 FTE Financial Services Administrator - 1.00 FTE Financial Services Specialist - Senior - 1.00 FTE Financial Services Specialist - Senior - Payroll - 1.00 FTE Financial Services Specialist - 1.00 FTE Grant Program Manager (ARPA) - 1.00 FTE	542,392	542,392	542,392
4,537	1,196	0	7000-15	Salaries & Wages - Temporary	0	0	0
3,553	818	0	7000-20	Salaries & Wages - Overtime	5,000	5,000	5,000
0	700	1,200	7000-37	Salaries & Wages - Medical Opt Out Incentive	0	0	0
683	-222	0	7300	Fringe Benefits	0	0	0
21,583	20,927	24,165	7300-05	Fringe Benefits - FICA - Social Security	33,116	33,116	33,116
5,048	4,894	5,169	7300-06	Fringe Benefits - FICA - Medicare	7,938	7,938	7,938
100,445	100,675	115,124	7300-15	Fringe Benefits - PERS - OPSRP - IAP	165,392	165,392	165,392
78,754	77,973	78,836	7300-20	Fringe Benefits - Medical Insurance	120,704	120,704	120,704
13,250	8,638	8,638	7300-22	Fringe Benefits - VEBA Plan	13,675	13,675	13,675
500	524	524	7300-25	Fringe Benefits - Life Insurance	354	354	354
1,773	1,975	1,930	7300-30	Fringe Benefits - Long Term Disability	1,004	1,004	1,004
305	330	319	7300-35	Fringe Benefits - Workers' Compensation Insurance	657	657	657
107	95	112	7300-37	Fringe Benefits - Workers' Benefit Fund	136	136	136
584,624	562,937	632,267	TOTAL PERSONNEL SERVICES		890,368	890,368	890,368
MATERIALS AND SERVICES							
149	0	0	7500	Credit Card Fees	0	0	0
1,273	1,978	2,000	7520	Public Notices & Printing	2,000	2,000	2,000
707	612	700	7540	Employee Events Costs shared city-wide for employee training, materials, and events.	500	500	500
9,613	8,913	12,000	7550	Travel & Education Professional association dues, subscriptions, staff training, continuing professional education, software provider conference, etc.	17,000	17,000	17,000
5,000	4,000	4,300	7610-05	Insurance - Liability	5,130	5,130	5,130
3,558	3,334	3,500	7620	Telecommunications	3,500	3,500	3,500

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 03 - FINANCE Section : 013 - ACCOUNTING Program : N/A				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
6,186	5,468	3,500	7660-05	Materials & Supplies - Office Supplies			5,000	5,000	5,000
551	-831	500	7660-10	Materials & Supplies - Office Supplies Inventory			500	500	500
4,270	4,119	3,200	7660-15	Materials & Supplies - Postage			2,000	2,000	2,000
0	0	0	7720-06	Repairs & Maintenance - Equipment			0	0	0
7,396	2,423	31,230	7750	Professional Services			15,000	15,000	15,000
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			1,280	1,280	1,280
2,244	2,216	2,100	7750-24	Professional Services - Audit Costs shared city-wide for Audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses			2,500	2,500	2,500
12,192	13,056	12,000	7750-27	Professional Services - Net Assets Net Assets on-line lien search program allows title companies to check any property for City liens. Title companies are billed \$25 per lien search; revenue recorded in account 5310, On-Line Lien Search Fees. City pays Net Assets \$12 per lien search.			12,000	12,000	12,000
0	2,306	0	7750-57	Professional Services - Financing Administration			0	0	0
2,644	2,261	2,500	7790	Maintenance & Rental Contracts Printer / scanner / copier lease and per page cost.			2,000	2,000	2,000
0	0	0	7800-03	M & S Equipment - Office			0	0	0
7,504	8,572	10,246	7840	M & S Computer Charges I.S. Fund materials & supplies costs shared city-wide			10,291	10,291	10,291
2,577	6,586	16,200	7840-05	M & S Computer Charges - Accounting			12,400	12,400	12,400
			Description	Units	Amt/Unit	Total			
			Office 365 Licensing	5	240	1,200			
			Debt tracker software app	1	6,500	6,500			
			Lexmark printer maintenance	1	300	300			
			RAM upgrades	2	200	400			
			Scanner Replacement	1	1,000	1,000			
			Laptop Replacement	1	3,000	3,000			
65,864	65,013	103,976	TOTAL MATERIALS AND SERVICES				91,101	91,101	91,101
CAPITAL OUTLAY									
850	0	1,130	8750	Capital Outlay Computer Charges I.S. Fund capital outlay costs shared city-wide			2,160	0	0
850	0	1,130	TOTAL CAPITAL OUTLAY				2,160	0	0
651,338	627,950	737,373	TOTAL REQUIREMENTS				983,629	981,469	981,469

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 05 - ENGINEERING Section : N/A Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
RESOURCES								
CHARGES FOR SERVICES								
90,927	200,811	100,000	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.	150,000	150,000	150,000	
90,927	200,811	100,000	TOTAL CHARGES FOR SERVICES			150,000	150,000	150,000
MISCELLANEOUS								
1,578	1,267	750	6600-96	Other Income - Engineering	1,000	1,000	1,000	
1,578	1,267	750	TOTAL MISCELLANEOUS			1,000	1,000	1,000
92,505	202,078	100,750	TOTAL RESOURCES			151,000	151,000	151,000

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 05 - ENGINEERING Section : N/A Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
REQUIREMENTS							
PERSONNEL SERVICES							
-8,400	-3,853	0	7000	Salaries & Wages	0	0	0
516,215	484,468	494,478	7000-05	Salaries & Wages - Regular Full Time Public Works Director - 1.00 FTE City Engineer - 1.00 FTE Project Manager - 1.00 FTE GIS/CAD Specialist - 1.33 FTE Engineering Technician - 2.00 FTE Management Support Technician - Combined Depts - 0.33 FTE	656,635	656,635	656,635
0	17,821	0	7000-10	Salaries & Wages - Regular Part Time	0	0	0
6,061	5,542	2,992	7000-15	Salaries & Wages - Temporary Extra Help - Engineering - 0.33 FTE	12,350	12,350	12,350
10	698	200	7000-20	Salaries & Wages - Overtime	0	0	0
6,480	5,005	0	7000-30	Salaries & Wages - Auto Allowance Community Development Director's \$540 per month automobile allowance.	0	0	0
0	600	0	7000-37	Salaries & Wages - Medical Opt Out Incentive	1,200	1,200	1,200
-3,295	-2,667	0	7300	Fringe Benefits	0	0	0
30,903	30,212	35,784	7300-05	Fringe Benefits - FICA - Social Security	40,469	40,469	40,469
7,435	7,249	8,061	7300-06	Fringe Benefits - FICA - Medicare	9,718	9,718	9,718
158,692	141,640	171,771	7300-15	Fringe Benefits - PERS - OPSRP - IAP	204,083	204,083	204,083
121,573	106,479	149,636	7300-20	Fringe Benefits - Medical Insurance	121,036	121,036	121,036
19,500	15,000	21,000	7300-22	Fringe Benefits - VEBA Plan	18,640	18,640	18,640
657	612	756	7300-25	Fringe Benefits - Life Insurance	400	400	400
2,702	2,509	3,012	7300-30	Fringe Benefits - Long Term Disability	1,124	1,124	1,124
8,455	7,738	9,624	7300-35	Fringe Benefits - Workers' Compensation Insurance	8,680	8,680	8,680
131	114	186	7300-37	Fringe Benefits - Workers' Benefit Fund	194	194	194
867,118	819,167	897,500	TOTAL PERSONNEL SERVICES		1,074,529	1,074,529	1,074,529
MATERIALS AND SERVICES							
785	657	1,000	7540	Employee Events Costs shared city-wide for employee training, materials, and events.	800	800	800
10,207	5,879	10,000	7550	Travel & Education Memberships in professional organizations, registrations for conferences and seminars, City reimbursed continuing education, and reference materials.	10,000	10,000	10,000

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 05 - ENGINEERING Section : N/A Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
1,503	1,728	2,500	7590	Fuel - Vehicle & Equipment		5,000	5,000	5,000
3,622	3,710	4,150	7600	Utilities		4,600	4,600	4,600
				Department's share of Community Development Center's electricity expense, ~38%.				
0	0	0	7600-04	Utilities - Water		0	0	0
7,400	8,000	8,100	7610-05	Insurance - Liability		9,240	9,240	9,240
1,700	2,100	2,100	7610-10	Insurance - Property		2,240	2,240	2,240
8,562	7,674	9,000	7620	Telecommunications		9,000	9,000	9,000
4,169	4,762	5,300	7650	Janitorial		5,300	5,300	5,300
				Department's share of Community Development Center janitorial service and supply costs, ~38%.				
6,074	5,583	10,000	7660	Materials & Supplies		10,000	10,000	10,000
				Uniforms, safety equipment, office, engineering, and surveying materials and supplies.				
298	471	1,650	7720	Repairs & Maintenance		1,650	1,650	1,650
				Vehicle and equipment repairs and maintenance.				
2,718	5,880	5,700	7720-08	Repairs & Maintenance - Building Repairs		13,300	1,900	1,900
				Department's share of Community Development Center's repairs and improvements, ~38%.				
1,772	2,248	4,300	7720-10	Repairs & Maintenance - Building Maintenance		9,700	9,700	9,700
				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%.				
3,705	5,165	7,040	7750	Professional Services		10,000	10,000	10,000
0	0	0	7750-01	Professional Services - Audit & other city-wide prof svc		1,600	1,600	1,600
				Costs shared city-wide for Audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses				
0	0	0	7790	Maintenance & Rental Contracts		0	0	0
2,922	2,699	4,000	7790-20	Maintenance & Rental Contracts - Community Development Center		4,200	4,200	4,200
				Department's share of Community Development Center's HVAC services; alarm monitoring; landscape maintenance; and copier lease, ~38%.				
9,230	9,471	10,668	7840	M & S Computer Charges		14,702	14,702	14,702
				I.S. Fund materials & supplies costs shared city-wide				
12,383	10,021	17,880	7840-10	M & S Computer Charges - Engineering		14,690	14,690	14,690

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 05 - ENGINEERING Section : N/A Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Plotter Maintenance	1	1,200	1,200		
			Large Monitors	5	500	2,500		
			Hansen sewer database 25% - shared with Street, Park Maint, WWS	1	3,700	3,700		
			ESRI 17% shared with Bldg,Plan,Eng.Street,WWS	1	2,250	2,250		
			Office 365 Licensing	6	240	1,440		
			AutoCAD maintenance 66% - shared with Planning	1	2,800	2,800		
			Adobe Licensing	2	400	800		
77,049	76,048	103,388	TOTAL MATERIALS AND SERVICES			126,022	114,622	114,622
			CAPITAL OUTLAY					
1,046	0	1,177	8750	Capital Outlay Computer Charges		3,088	0	0
			I.S. Fund capital outlay costs shared city-wide					
0	0	5,000	8750-10	Capital Outlay Computer Charges - Engineering		0	0	0
7,623	0	0	8850	Vehicles		35,000	0	0
8,668	0	6,177	TOTAL CAPITAL OUTLAY			38,088	0	0
952,835	895,215	1,007,065	TOTAL REQUIREMENTS			1,238,639	1,189,151	1,189,151

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 07 - PLANNING Section : 001 - ADMINISTRATION Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
RESOURCES									
MISCELLANEOUS									
180	982	0	6600-99	Other Income - Planning			0	0	0
180	982	0	TOTAL MISCELLANEOUS			0	0	0	
180	982	0	TOTAL RESOURCES			0	0	0	

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 07 - PLANNING Section : 001 - ADMINISTRATION Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
REQUIREMENTS								
PERSONNEL SERVICES								
2,468	-5,124	0	7000	Salaries & Wages	0	0	0	
39,262	21,013	24,939	7000-05	Salaries & Wages - Regular Full Time Planning Director - 0.10 FTE Development Review Specialist - 0.15 FTE	23,191	23,191	23,191	
0	0	0	7000-20	Salaries & Wages - Overtime	0	0	0	
170	-1,582	0	7300	Fringe Benefits	0	0	0	
2,375	1,267	1,627	7300-05	Fringe Benefits - FICA - Social Security	1,404	1,404	1,404	
555	296	318	7300-06	Fringe Benefits - FICA - Medicare	336	336	336	
11,439	6,594	7,783	7300-15	Fringe Benefits - PERS - OPSRP - IAP	6,737	6,737	6,737	
7,445	4,885	5,060	7300-20	Fringe Benefits - Medical Insurance	5,234	5,234	5,234	
1,200	750	750	7300-22	Fringe Benefits - VEBA Plan	750	750	750	
43	27	26	7300-25	Fringe Benefits - Life Insurance	15	15	15	
216	121	120	7300-30	Fringe Benefits - Long Term Disability	30	30	30	
734	358	417	7300-35	Fringe Benefits - Workers' Compensation Insurance	315	315	315	
9	5	5	7300-37	Fringe Benefits - Workers' Benefit Fund	5	5	5	
65,916	28,611	41,045	TOTAL PERSONNEL SERVICES			38,017	38,017	38,017
MATERIALS AND SERVICES								
0	0	0	7500	Credit Card Fees	0	0	0	
0	1,152	0	7520	Public Notices & Printing	0	0	0	
55	52	400	7540	Employee Events Costs shared city-wide for employee training, materials, and events.	400	400	400	
0	68	0	7550	Travel & Education	0	0	0	
0	0	0	7590	Fuel - Vehicle & Equipment	0	0	0	
3,526	3,613	4,000	7600	Utilities Department's share of Community Development Center electricity expense.	4,440	4,440	4,440	
0	0	0	7600-04	Utilities - Water	0	0	0	
7,500	7,400	7,100	7610-05	Insurance - Liability	8,240	8,240	8,240	
1,800	1,900	1,900	7610-10	Insurance - Property	2,050	2,050	2,050	
1,111	4,049	5,000	7620	Telecommunications	400	400	400	

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 07 - PLANNING Section : 001 - ADMINISTRATION Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
4,067	4,658	5,200	7650	Janitorial		5,200	5,200	5,200
				Department's share of Community Development Center janitorial service and supply costs.				
976	4,169	7,500	7660	Materials & Supplies		5,500	5,500	5,500
				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
2,646	5,726	5,550	7720-08	Repairs & Maintenance - Building Repairs		12,950	1,850	1,850
				Department's share of Community Development Center's repairs and improvements.				
1,726	2,189	4,200	7720-10	Repairs & Maintenance - Building Maintenance		9,400	9,400	9,400
175	1,472	2,700	7750	Professional Services		0	0	0
0	0	0	7750-01	Professional Services - Audit & other city-wide prof svc		1,910	1,910	1,910
				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
7,251	6,372	8,500	7790-20	Maintenance & Rental Contracts - Community Development Center		8,700	8,700	8,700
				Copier Lease, HVAC, Fire/Security Alarm, Parking Lot Sweeping, Orkin, Holiday Lights, Misc (Planning share of CDC Building)				
1,271	1,339	1,601	7840	M & S Computer Charges		1,838	1,838	1,838
817	0	240	7840-16	M & S Computer Charges - Planning Administration		240	240	240
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Office 365 Licensing	1	240	240		
32,921	44,157	53,891	TOTAL MATERIALS AND SERVICES			61,268	50,168	50,168
			CAPITAL OUTLAY					
145	0	177	8750	Capital Outlay Computer Charges		386	0	0
0	0	0	8750-16	Capital Outlay Computer Charges - Planning Administration		0	0	0
145	0	177	TOTAL CAPITAL OUTLAY			386	0	0
98,982	72,768	95,113	TOTAL REQUIREMENTS			99,671	88,185	88,185

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 07 - PLANNING		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
			Section : 025 - CURRENT PLANNING					
			Program : N/A					
RESOURCES								
LICENSES AND PERMITS								
88,869	120,061	65,000	4250-03	Planning Fees - Land Use Fees	105,000	105,000	105,000	
			Fees for processing land use applications (e.g. variances, conditional use permits, zone changes and plan amendments).					
42,580	28,660	25,000	4250-25	Planning Fees - Building Permit Review Fees	35,000	35,000	35,000	
			Fees to cover Planning Division costs associated with the review of building permit applications.					
131,449	148,720	90,000	TOTAL LICENSES AND PERMITS			140,000	140,000	140,000
131,449	148,720	90,000	TOTAL RESOURCES			140,000	140,000	140,000

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 07 - PLANNING Section : 025 - CURRENT PLANNING Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
REQUIREMENTS								
PERSONNEL SERVICES								
0	0	0	7000	Salaries & Wages		0	0	0
170,567	180,955	190,521	7000-05	Salaries & Wages - Regular Full Time Planning Director - 0.25 FTE Senior Planner - 1.00 FTE Planner - 0.50 FTE Development Review Specialist - 0.55 FTE Management Support Technician - Combined Depts - 0.25 FTE		208,654	208,654	208,654
0	0	9,952	7000-10	Salaries & Wages - Regular Part Time		0	0	0
382	54	0	7000-20	Salaries & Wages - Overtime		0	0	0
0	0	0	7000-37	Salaries & Wages - Medical Opt Out Incentive		600	600	600
0	0	0	7300	Fringe Benefits		0	0	0
10,373	11,031	12,364	7300-05	Fringe Benefits - FICA - Social Security		12,660	12,660	12,660
2,426	2,535	2,820	7300-06	Fringe Benefits - FICA - Medicare		3,034	3,034	3,034
52,957	55,312	63,489	7300-15	Fringe Benefits - PERS - OPSRP - IAP		64,095	64,095	64,095
31,871	32,436	36,742	7300-20	Fringe Benefits - Medical Insurance		37,386	37,386	37,386
4,750	4,900	5,200	7300-22	Fringe Benefits - VEBA Plan		5,150	5,150	5,150
243	244	280	7300-25	Fringe Benefits - Life Insurance		153	153	153
943	1,009	1,062	7300-30	Fringe Benefits - Long Term Disability		366	366	366
3,189	3,291	3,516	7300-35	Fringe Benefits - Workers' Compensation Insurance		2,695	2,695	2,695
47	43	71	7300-37	Fringe Benefits - Workers' Benefit Fund		83	83	83
277,747	291,811	326,017	TOTAL PERSONNEL SERVICES			334,876	334,876	334,876
MATERIALS AND SERVICES								
1,208	1,417	3,000	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
6,106	5,805	6,000	7520	Public Notices & Printing Legal notices for public hearings, public open houses, printing brochures, forms and surveys.		8,000	8,000	8,000
310	200	400	7540	Employee Events Costs shared city-wide for employee training, materials, and events.		400	400	400
3,138	1,436	6,000	7550	Travel & Education Memberships in professional organizations (APA, ORAPA, ULI, ICMA); staff training, Planning Commissioner training.		6,000	6,000	6,000
460	255	300	7590	Fuel - Vehicle & Equipment		500	500	500

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 07 - PLANNING Section : 025 - CURRENT PLANNING Program : N/A				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
1,931	0	0	7620	Telecommunications			1,500	1,500	1,500
				Cell phones for planners					
1,040	1,898	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
0	2,665	4,000	7750	Professional Services			27,500	27,500	27,500
				Description	Units	Amt/Unit	Total		
				Transcriptionist Services - Planning Commission	1	5,000	5,000		
				Contract Transportation Planning	1	15,000	15,000		
				Legal Services	1	7,500	7,500		
0	0	0	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	0	7750-04	Professional Services - Grants			0	0	0
5,314	5,014	6,813	7840	M & S Computer Charges			5,146	5,146	5,146
1,299	4,068	2,230	7840-17	M & S Computer Charges - Planning Current			12,905	12,905	12,905
				Description	Units	Amt/Unit	Total		
				ESRI software - 12.5%	1	1,125	1,125		
				AutoCAD Maintenance	1	700	700		
				Office 365 Licensing	2	240	480		
				Adobe InDesign renewal	1	400	400		
				Mobile replacement	1	3,000	3,000		
				PC Laptops/Mobiles	5	1,600	7,200		
20,805	22,758	31,243	TOTAL MATERIALS AND SERVICES				67,451	67,451	67,451
CAPITAL OUTLAY									
602	0	752	8750	Capital Outlay Computer Charges			1,081	0	0
0	0	0	8750-17	Capital Outlay Computer Charges - Planning Current			0	0	0
602	0	752	TOTAL CAPITAL OUTLAY				1,081	0	0
299,155	314,569	358,012	TOTAL REQUIREMENTS				403,408	402,327	402,327

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 07 - PLANNING		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
			Section : 028 - LONG RANGE PLANNING					
			Program : N/A					
RESOURCES								
INTERGOVERNMENTAL								
9,570	719	10,000	4535	Federal NPS CLG Grant	12,000	12,000	12,000	
			Federal National Park Service Certified Local Government grant for historic preservation program.					
0	75,407	0	4778	OR Dept of Land Conservation & Dev (DLCD)	95,000	95,000	95,000	
			Technical Assistance and Planning grants.					
9,570	76,126	10,000	TOTAL INTERGOVERNMENTAL			107,000	107,000	107,000
9,570	76,126	10,000	TOTAL RESOURCES			107,000	107,000	107,000

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 07 - PLANNING Section : 028 - LONG RANGE PLANNING Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
REQUIREMENTS								
PERSONNEL SERVICES								
0	0	0	7000	Salaries & Wages		0	0	0
149,145	164,884	166,891	7000-05	Salaries & Wages - Regular Full Time Planning Director - 0.30 FTE Senior Planner - 1.00 FTE Planner - 0.50 FTE Development Review Specialist - 0.20 FTE Management Support Technician - Combined Depts - 0.05 FTE		183,712	183,712	183,712
0	0	4,976	7000-10	Salaries & Wages - Regular Part Time		0	0	0
27,387	67,494	0	7000-15	Salaries & Wages - Temporary		0	0	0
382	54	0	7000-20	Salaries & Wages - Overtime		0	0	0
0	0	0	7000-37	Salaries & Wages - Medical Opt Out Incentive		600	600	600
0	0	0	7300	Fringe Benefits		0	0	0
10,792	14,225	10,396	7300-05	Fringe Benefits - FICA - Social Security		11,152	11,152	11,152
2,524	3,327	2,492	7300-06	Fringe Benefits - FICA - Medicare		2,673	2,673	2,673
45,097	76,810	53,756	7300-15	Fringe Benefits - PERS - OPSRP - IAP		56,845	56,845	56,845
24,766	26,107	29,066	7300-20	Fringe Benefits - Medical Insurance		26,178	26,178	26,178
3,700	4,000	4,150	7300-22	Fringe Benefits - VEBA Plan		3,650	3,650	3,650
205	212	232	7300-25	Fringe Benefits - Life Insurance		123	123	123
825	918	942	7300-30	Fringe Benefits - Long Term Disability		378	378	378
3,197	4,260	3,176	7300-35	Fringe Benefits - Workers' Compensation Insurance		2,476	2,476	2,476
44	46	61	7300-37	Fringe Benefits - Workers' Benefit Fund		71	71	71
268,063	362,335	276,138	TOTAL PERSONNEL SERVICES			287,858	287,858	287,858
MATERIALS AND SERVICES								
0	13,490	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
255	413	400	7540	Employee Events Costs shared city-wide for employees training, materials and events.		400	400	400
4,707	1,526	6,000	7550	Travel & Education Memberships in professional organizations. Staff training. Planning Commissioner training.		7,000	7,000	7,000
1,931	0	0	7620	Telecommunications Cell phones for planners (split 50/50 between current and long range planning)		1,500	1,500	1,500

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01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 07 - PLANNING Section : 028 - LONG RANGE PLANNING Program : N/A				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
4,414	2,246	5,000	7660	Materials & Supplies			9,000	9,000	9,000
				Office supplies and work station support. GIS Staff - Work Station and Office Supplies					
0	0	0	7710	Materials & Supplies - Grants			0	0	0
				CLG Grant Materials and Supplies					
190,789	272,531	349,500	7750	Professional Services			414,500	414,500	414,500
				Description	Units	Amt/Unit	Total		
				Legal Services	1	20,000	20,000		
				Transcriptionist	1	4,500	4,500		
				Fox Ridge Road Area Plan (FY 22 Carryover)	1	120,000	120,000		
				Southwest Area Plan	1	150,000	150,000		
				HB 2003 HNA/HPS/EOA Adoption	1	75,000	75,000		
				Consultant Services	1	30,000	30,000		
				DEI PFP Grant Match	1	15,000	15,000		
0	0	0	7750-01	Professional Services - Audit & other city-wide prof svc			20	20	20
				Costs shared city-wide for Audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses					
8,023	50,407	10,000	7750-04	Professional Services - Grants			107,000	107,000	107,000
				Description	Units	Amt/Unit	Total		
				DLCD DEI PFP Equity Grant	1	60,000	60,000		
				CLG - Historic Preservation Education	1	12,000	12,000		
				DLCD TA HB 2003 Grant	1	35,000	35,000		
2,131	2,539	3,394	7840	M & S Computer Charges			2,940	2,940	2,940
1,299	1,553	2,230	7840-18	M & S Computer Charges - Planning Long Range			9,505	9,505	9,505
				Description	Units	Amt/Unit	Total		
				ESRI software	1	1,125	1,125		
				AutoCAD Maintenance	1	700	700		
				Office 365 Licensing	2	240	480		
				PC Laptops/Mobiles	5	1,600	7,200		
213,548	344,705	386,524	TOTAL MATERIALS AND SERVICES				561,865	561,865	561,865
CAPITAL OUTLAY									
241	0	374	8750	Capital Outlay Computer Charges			618	0	0
0	0	0	8750-18	Capital Outlay Computer Charges - Planning Long Range			0	0	0
241	0	374	TOTAL CAPITAL OUTLAY				618	0	0
481,852	707,041	663,036	TOTAL REQUIREMENTS				850,341	849,723	849,723

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 07 - PLANNING Section : 031 - CODE COMPLIANCE Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
RESOURCES							
FINES AND FORFEITURES							
0	158	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
0	158	7,500	TOTAL FINES AND FORFEITURES		7,500	7,500	7,500
MISCELLANEOUS							
0	0	0	6310	Interest	0	0	0
0	0	0	6407-31	Donations-Planning - Code Compliance	250	250	250
0	0	0	TOTAL MISCELLANEOUS		250	250	250
0	158	7,500	TOTAL RESOURCES		7,750	7,750	7,750

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 07 - PLANNING Section : 031 - CODE COMPLIANCE Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
REQUIREMENTS								
PERSONNEL SERVICES								
0	0	0	7000	Salaries & Wages		0	0	0
123,782	128,341	136,336	7000-05	Salaries & Wages - Regular Full Time		149,075	149,075	149,075
				Planning Director - 0.10 FTE				
				Code Compliance Officer - Lead - 1.00 FTE				
				Code Compliance Officer - 1.00 FTE				
				Development Review Specialist - 0.10 FTE				
				Management Support Technician - Combined Depts - 0.03 FTE				
0	0	1,659	7000-10	Salaries & Wages - Regular Part Time		0	0	0
0	0	0	7000-20	Salaries & Wages - Overtime		0	0	0
0	0	0	7300	Fringe Benefits		0	0	0
7,435	7,719	8,431	7300-05	Fringe Benefits - FICA - Social Security		9,020	9,020	9,020
1,739	1,805	1,973	7300-06	Fringe Benefits - FICA - Medicare		2,161	2,161	2,161
33,814	35,249	40,498	7300-15	Fringe Benefits - PERS - OPSRP - IAP		43,308	43,308	43,308
30,997	29,284	33,104	7300-20	Fringe Benefits - Medical Insurance		39,581	39,581	39,581
4,600	4,600	4,652	7300-22	Fringe Benefits - VEBA Plan		5,690	5,690	5,690
238	237	244	7300-25	Fringe Benefits - Life Insurance		133	133	133
687	745	748	7300-30	Fringe Benefits - Long Term Disability		332	332	332
2,316	2,367	2,554	7300-35	Fringe Benefits - Workers' Compensation Insurance		2,010	2,010	2,010
47	41	97	7300-37	Fringe Benefits - Workers' Benefit Fund		97	97	97
3,170	2,219	0	7300-40	Fringe Benefits - Unemployment		0	0	0
208,825	212,607	230,296	TOTAL PERSONNEL SERVICES			251,407	251,407	251,407
MATERIALS AND SERVICES								
0	0	100	7500	Credit Card Fees		100	100	100
				Transactional fees for paying code enforcement fines with credit card.				
1,000	630	4,000	7520	Public Notices & Printing		4,000	4,000	4,000
				Print materials for door hangers, property notices, certified mailings.				
292	194	300	7540	Employee Events		300	300	300
				Costs shared city-wide for employee training, materials and events.				
3,923	1,238	3,000	7550	Travel & Education		6,000	6,000	6,000
				Memberships in OCEA, staff training.				
496	500	1,000	7590	Fuel - Vehicle & Equipment		1,250	1,250	1,250
1,931	2,741	4,000	7620	Telecommunications		3,000	3,000	3,000

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 07 - PLANNING Section : 031 - CODE COMPLIANCE Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
0	92	600	7630	Uniforms		600	600	600
4,652	477	7,500	7660	Materials & Supplies		5,000	5,000	5,000
				Office supplies, work station support, neighborhood clean-up supplies.				
0	0	0	7660-25	Materials & Supplies - Grants		0	0	0
0	0	0	7680-31	Materials & Supplies - Donations - Code Compliance		0	0	0
0	5,368	18,050	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	0	0	7750-01	Professional Services - Audit & other city-wide prof svc		60	60	60
				Costs shared city-wide for Audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses				
1,911	2,143	2,561	7840	M & S Computer Charges		2,940	2,940	2,940
1,299	311	480	7840-19	M & S Computer Charges - Planning Code Compliance		480	480	480
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Office 365 Licensing	2	240	480	
15,502	13,693	41,591	TOTAL MATERIALS AND SERVICES			41,730	41,730	41,730
			CAPITAL OUTLAY					
217	0	283	8750	Capital Outlay Computer Charges		618	0	0
0	0	0	8750-19	Capital Outlay Computer Charges - Planning Code Enforcement		0	0	0
217	0	283	TOTAL CAPITAL OUTLAY			618	0	0
224,544	226,300	272,170	TOTAL REQUIREMENTS			293,755	293,137	293,137

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 07 - PLANNING Section : 035 - ECONOMIC DEVELOPMENT Program : N/A				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
RESOURCES									
INTERGOVERNMENTAL									
0	0	0	4546	American Rescue Plan			750,000	750,000	750,000
			Description	Units	Amt/Unit	Total			
			Third Street Improvement Project	1	500,000	500,000			
			Innovation Center - Facility Analysis	1	250,000	250,000			
0	0	0	4546-05	American Rescue Plan - SFRF Bus Recovery & Resiliency			750,000	750,000	750,000
0	0	0	TOTAL INTERGOVERNMENTAL				1,500,000	1,500,000	1,500,000
0	0	0	TOTAL RESOURCES				1,500,000	1,500,000	1,500,000

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 07 - PLANNING Section : 035 - ECONOMIC DEVELOPMENT Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
REQUIREMENTS									
PERSONNEL SERVICES									
0	0	0	7000-05	Salaries & Wages - Regular Full Time Planning Coordinator - 1.00 FTE		109,150	109,150	109,150	
0	0	0	7300-05	Fringe Benefits - FICA - Social Security		6,604	6,604	6,604	
0	0	0	7300-06	Fringe Benefits - FICA - Medicare		1,583	1,583	1,583	
0	0	0	7300-15	Fringe Benefits - PERS - OPSRP - IAP		31,708	31,708	31,708	
0	0	0	7300-20	Fringe Benefits - Medical Insurance		22,116	22,116	22,116	
0	0	0	7300-22	Fringe Benefits - VEBA Plan		6,000	6,000	6,000	
0	0	0	7300-25	Fringe Benefits - Life Insurance		60	60	60	
0	0	0	7300-30	Fringe Benefits - Long Term Disability		0	0	0	
0	0	0	7300-35	Fringe Benefits - Workers' Compensation Insurance		1,484	1,484	1,484	
0	0	0	7300-37	Fringe Benefits - Workers' Benefit Fund		23	23	23	
0	0	0	TOTAL PERSONNEL SERVICES				178,728	178,728	178,728
MATERIALS AND SERVICES									
0	0	0	7660-25	Materials & Supplies - Grants		10,000	10,000	10,000	
0	0	0	7750-04	Professional Services - Grants McMinnville Business Recovery and Resiliency Grant - SFRF Fund Innovation Center - City ARPA Third Street Improvement Project - City ARPA		1,310,928	1,310,928	1,310,928	
0	0	0	7840	M & S Computer Charges		0	0	0	
0	0	0	7840-14	M & S Computer Charges - Planning Econ Development		6,000	6,000	6,000	
			Description	Units	Amt/Unit	Total			
			Mobile Computer / Licensing	1	6,000	6,000			
0	0	0	TOTAL MATERIALS AND SERVICES				1,326,928	1,326,928	1,326,928
CAPITAL OUTLAY									
0	0	0	8750	Capital Outlay Computer Charges		0	0	0	
0	0	0	8750-14	Capital Outlay Computer Charges - Planning Econ Development		0	0	0	
0	0	0	TOTAL CAPITAL OUTLAY				0	0	0
0	0	0	TOTAL REQUIREMENTS				1,505,656	1,505,656	1,505,656

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 11 - POLICE Section : 040 - CHIEF'S OFFICE Program : 501 - ADMINISTRATION		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
RESOURCES								
LICENSES AND PERMITS								
33,237	26,903	30,000	4490	Licenses & Permits - Misc Permit fee for second hand merchants and pawnbrokers. K9 licensing fee received quarterly from Yamhill County.	25,650	25,650	25,650	
33,237	26,903	30,000	TOTAL LICENSES AND PERMITS			25,650	25,650	25,650
INTERGOVERNMENTAL								
3,331	0	3,200	4560	BVP Grant Federal Bulletproof Vest Partnership Grant which funds 50% of the bulletproof vest purchases.	5,400	5,400	5,400	
0	11,057	0	4596-16	OR Criminal Justice Commission - CESF Grant	0	0	0	
0	0	385,000	4597-05	US Department of Justice - JAG-Body Worn/In Car Cameras Grant application to be submitted for body worn and in-car video cameras	600,000	600,000	600,000	
0	0	0	4597-10	US Department of Justice - BJS NCHIP Grant-Fingerprinting Grant application to be submitted for LiveScan fingerprinting unit - 90% reimbursement - Expenditure account 01-11-040-501-8720	22,500	22,500	22,500	
1,611	0	0	4600	Traffic Safety Grant-DUII	5,000	5,000	5,000	
0	0	0	4605	Traffic Safety Grant-Speed	5,000	5,000	5,000	
1,595	0	0	4609	Distracted Driving Enforcement Grant	3,000	3,000	3,000	
0	0	0	4610	Traffic Safety Grant-Safety Belt	3,000	3,000	3,000	
6,536	11,057	388,200	TOTAL INTERGOVERNMENTAL			643,900	643,900	643,900
CHARGES FOR SERVICES								
10,720	11,111	10,500	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	9,650	9,650	9,650	
0	0	500	5350	Registration Fees Fees received for department hosted trainings	500	500	500	
30,152	30,755	31,370	5400-30	Property Rentals - YCOM Yamhill Communications Agency (YCOM) rental of space in Police Department for emergency communications operation.	31,997	31,997	31,997	
40,871	41,866	42,370	TOTAL CHARGES FOR SERVICES			42,147	42,147	42,147

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 11 - POLICE Section : 040 - CHIEF'S OFFICE Program : 501 - ADMINISTRATION		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
<u>MISCELLANEOUS</u>							
4,630	2,919	4,000	6400	Donations - Police	7,550	7,550	7,550
7,192	25,698	0	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 for any employee placed on an official light duty job for up to t	0	0	0
0	0	10,000	6600-22	Other Income - Airshow	30,000	30,000	30,000
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
72,779	16,000	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	25,000	25,000	25,000
84,600	44,617	34,250	<u>TOTAL MISCELLANEOUS</u>		62,800	62,800	62,800
<u>OTHER FINANCING SOURCE</u>							
0	4,726	0	6845	Proceeds from asset sale	7,500	7,500	7,500
0	4,726	0	<u>TOTAL OTHER FINANCING SOURCE</u>		7,500	7,500	7,500
165,244	129,169	494,820	<i>TOTAL RESOURCES</i>		781,997	781,997	781,997

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 11 - POLICE Section : 040 - CHIEF'S OFFICE Program : 501 - ADMINISTRATION		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
REQUIREMENTS								
PERSONNEL SERVICES								
-6,361	4,800	0	7000	Salaries & Wages	0	0	0	
214,057	229,300	215,959	7000-05	Salaries & Wages - Regular Full Time Police Chief - 1.00 FTE Management Support Supervisor - 1.00 FTE	237,624	237,624	237,624	
24,105	10,194	0	7000-10	Salaries & Wages - Regular Part Time Management Support Technician - 0.60 FTE	21,904	21,904	21,904	
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	
-1,042	3,078	0	7300	Fringe Benefits	0	0	0	
14,386	14,612	13,605	7300-05	Fringe Benefits - FICA - Social Security	15,199	15,199	15,199	
3,412	3,444	3,117	7300-06	Fringe Benefits - FICA - Medicare	3,825	3,825	3,825	
79,035	76,019	73,626	7300-15	Fringe Benefits - PERS - OPSRP - IAP	78,303	78,303	78,303	
47,654	43,749	42,772	7300-20	Fringe Benefits - Medical Insurance	45,573	45,573	45,573	
7,000	6,000	6,000	7300-22	Fringe Benefits - VEBA Plan	5,000	5,000	5,000	
324	252	216	7300-25	Fringe Benefits - Life Insurance	184	184	184	
1,289	1,228	1,144	7300-30	Fringe Benefits - Long Term Disability	532	532	532	
5,351	5,133	5,777	7300-35	Fringe Benefits - Workers' Compensation Insurance	5,293	5,293	5,293	
57	44	46	7300-37	Fringe Benefits - Workers' Benefit Fund	59	59	59	
2	2	50	7400-10	Fringe Benefits - Volunteers - Workers' Compensation Insurance	50	50	50	
393,469	402,055	366,512	TOTAL PERSONNEL SERVICES			417,746	417,746	417,746
MATERIALS AND SERVICES								
654	1,257	1,300	7500	Credit Card Fees	1,260	1,260	1,260	
603	0	0	7520	Public Notices & Printing Advertising for employment positions, community events, and newspaper subscriptions.	750	750	750	
2,630	642	800	7530	Training	2,850	2,850	2,850	
5,282	4,414	8,400	7540	Employee Events Costs shared city-wide for employee training, materials, and events.	5,200	5,200	5,200	

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 11 - POLICE Section : 040 - CHIEF'S OFFICE Program : 501 - ADMINISTRATION				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
4,333	1,389	1,500	7550	Travel & Education			9,000	9,000	9,000
				Memberships and training for Chief, Support Services Manager					
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Succession planning leadership training oportunties	1	2,000	2,000		
				Travel and training for chief and support services manager	1	7,000	7,000		
1,091	921	1,500	7570	Dept Employee Recognition			3,000	3,000	3,000
				Employees, volunteers, and reserves appreciation dinner, plaques, certificates, etc.					
848	749	1,000	7590	Fuel - Vehicle & Equipment			1,000	1,000	1,000
124,900	131,600	144,700	7610-05	Insurance - Liability			166,570	166,570	166,570
12,900	18,400	23,900	7610-10	Insurance - Property			28,780	28,780	28,780
11,932	10,007	9,820	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 operations center lines	1	500	500		
				Landlines for fire alarm panels	12	97	1,164		
1,138	1,066	500	7630-05	Uniforms - Employee			1,000	1,000	1,000
				Uniforms for Chief					
11,075	12,462	11,000	7660	Materials & Supplies			11,000	11,000	11,000
0	0	0	7660-25	Materials & Supplies - Grants			0	0	0
4,630	2,919	4,000	7680	Materials & Supplies - Donations			7,550	7,550	7,550
				Materials and supplies purchases funded by revenue account 6400, Donations - Police.					
0	1,417	820	7710-16	Materials & Supplies - Grants - CESF Grant			0	0	0
1,609	447	750	7720-14	Repairs & Maintenance - Vehicles			500	500	500
124,681	81,982	62,550	7750	Professional Services			55,660	55,660	55,660
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Homeward Bound Pets - kennel fee	12	2,555	30,660		
				Homeward Bound Pets - contract to release dogs	12	425	5,100		
				Peer Support program	1	5,500	5,500		
				Employee annual wellness check	1	500	500		
				Labor law attorney services	1	10,000	10,000		
				Misc services (flash alert / language line)	1	1,500	1,500		
				Pre-employment service for 1 police officer / 2 reserves	1	2,400	2,400		
0	0	0	7750-01	Professional Services - Audit & other city-wide prof svc			13,050	13,050	13,050
				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

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 11 - POLICE Section : 040 - CHIEF'S OFFICE Program : 501 - ADMINISTRATION				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
0	0	0	7750-10	Professional Services - Training				0	0	0
44,387	45,077	34,970	7790	Maintenance & Rental Contracts				69,950	69,950	69,950
				Description	Units	Amt/Unit	Total			
				Lease payments (copier, etc)	1	39,950	39,950			
				Storage lot lease	1	30,000	30,000			
885	150	0	7800	M & S Equipment				500	500	500
9,006	2,629	6,400	7820	M & S Equipment - Grants				10,800	10,800	10,800
0	0	385,000	7820-10	M & S Equipment - Grants - Justice Assistance Grant (JAG)				600,000	600,000	600,000
				Anticipated grant funding to purchase body worn and in-car cameras						
0	4,189	0	7820-16	M & S Equipment - Grants - CESF Grant				0	0	0
362,582	321,718	698,910	TOTAL MATERIALS AND SERVICES					999,504	999,504	999,504
CAPITAL OUTLAY										
0	0	0	8720	Equipment - Grants				25,000	25,000	25,000
				Anticipated grant funding to purchase LiveScan fingerprinting equipment						
0	0	0	TOTAL CAPITAL OUTLAY					25,000	25,000	25,000
756,051	723,773	1,065,422	TOTAL REQUIREMENTS					1,442,250	1,442,250	1,442,250

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01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 11 - POLICE Section : 040 - CHIEF'S OFFICE Program : 580 - RECORDS		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
REQUIREMENTS								
PERSONNEL SERVICES								
170,178	167,364	177,581	7000-05	Salaries & Wages - Regular Full Time Police Records Specialist - 3.00 FTE	185,032	185,032	185,032	
197	1,746	2,008	7000-20	Salaries & Wages - Overtime	611	611	611	
10,210	10,070	11,155	7300-05	Fringe Benefits - FICA - Social Security	11,230	11,230	11,230	
2,388	2,355	2,528	7300-06	Fringe Benefits - FICA - Medicare	2,691	2,691	2,691	
45,663	44,319	52,099	7300-15	Fringe Benefits - PERS - OPSRP - IAP	53,993	53,993	53,993	
52,249	52,469	55,032	7300-20	Fringe Benefits - Medical Insurance	55,032	55,032	55,032	
1,200	1,425	1,350	7300-22	Fringe Benefits - VEBA Plan	1,350	1,350	1,350	
324	306	324	7300-25	Fringe Benefits - Life Insurance	180	180	180	
849	867	920	7300-30	Fringe Benefits - Long Term Disability	424	424	424	
137	133	286	7300-35	Fringe Benefits - Workers' Compensation Insurance	279	279	279	
62	56	69	7300-37	Fringe Benefits - Workers' Benefit Fund	69	69	69	
283,456	281,111	303,352	TOTAL PERSONNEL SERVICES			310,891	310,891	310,891
MATERIALS AND SERVICES								
0	0	0	7550	Travel & Education	3,000	3,000	3,000	
1,009	0	0	7630-05	Uniforms - Employee	750	750	750	
5,722	5,084	5,000	7660	Materials & Supplies	5,000	5,000	5,000	
172	244	100	7750	Professional Services	0	0	0	
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	100	100	100	
429	0	0	7800	M & S Equipment	5,000	5,000	5,000	
6,021	6,129	6,200	8040	Regional Automated Info Network	6,830	6,830	6,830	
13,352	11,458	11,300	TOTAL MATERIALS AND SERVICES			20,680	20,680	20,680
296,808	292,569	314,652	TOTAL REQUIREMENTS			331,571	331,571	331,571

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01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 11 - POLICE Section : 040 - CHIEF'S OFFICE Program : 589 - IS - TECHNOLOGY				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
REQUIREMENTS									
MATERIALS AND SERVICES									
58,153	66,429	79,402	7840	M & S Computer Charges I.S. Fund materials & supplies costs shared city-wide			92,621	92,621	92,621
85,278	75,006	90,280	7840-20	M & S Computer Charges - Police			94,920	94,920	94,920
				Description	Units	Amt/Unit	Total		
				Office 365 Licensing	48	240	11,520		
				EvidenceOnQ Maintenance	1	17,000	17,000		
				Netmotion maintenance 50% - shared with AMB, FD	1	2,700	2,700		
				Eticketing 65% shared with MC, plus annual hosting	1	9,400	9,400		
				WebLEDS Maintenance	1	1,200	1,200		
				CS message switch support	1	3,500	3,500		
				CS e-ticketing support	1	1,600	1,600		
				CS remote support	1	500	500		
				CS mobile support	1	9,500	9,500		
				CS RMS Maintenance	1	11,400	11,400		
				Network storage device	1	3,000	3,000		
				MDT repair	1	2,000	2,000		
				Zebra mobile printers	5	1,000	5,000		
				Desktop replacements	3	1,200	3,600		
				Mobile replacement	1	3,000	3,000		
				Data 911 hardware maintance	1	10,000	10,000		
143,431	141,435	169,682	TOTAL MATERIALS AND SERVICES				187,541	187,541	187,541
CAPITAL OUTLAY									
6,590	0	8,759	8750	Capital Outlay Computer Charges I.S. Fund capital outlay costs shared city-wide			19,451	0	0
37,430	51,161	0	8750-20	Capital Outlay Computer Charges - Police			70,000	0	0
44,020	51,161	8,759	TOTAL CAPITAL OUTLAY				89,451	0	0
187,451	192,596	178,441	TOTAL REQUIREMENTS				276,992	187,541	187,541

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01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 11 - POLICE Section : 040 - CHIEF'S OFFICE Program : 592 - COMMUNITY EDUCATION		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
REQUIREMENTS							
MATERIALS AND SERVICES							
0	0	0	7520	Public Notices & Printing	500	500	500
4,073	2,337	4,200	7660	Materials & Supplies	4,200	4,200	4,200
4,073	2,337	4,200	TOTAL MATERIALS AND SERVICES		4,700	4,700	4,700
4,073	2,337	4,200	TOTAL REQUIREMENTS		4,700	4,700	4,700

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 11 - POLICE Section : 043 - FIELD OPERATIONS Program : 501 - ADMINISTRATION			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
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REQUIREMENTS**PERSONNEL SERVICES**

119,149	128,544	131,882	7000-05	Salaries & Wages - Regular Full Time		132,790	132,790	132,790
				Police Captain - 1.00 FTE				
2,880	2,940	2,880	7000-30	Salaries & Wages - Auto Allowance		2,880	2,880	2,880
				Police Captain's \$240 per month automobile allowance.				
7,426	8,010	8,272	7300-05	Fringe Benefits - FICA - Social Security		8,208	8,208	8,208
1,737	1,873	1,911	7300-06	Fringe Benefits - FICA - Medicare		1,967	1,967	1,967
44,772	48,510	48,280	7300-15	Fringe Benefits - PERS - OPSRP - IAP		40,850	40,850	40,850
20,265	20,568	21,320	7300-20	Fringe Benefits - Medical Insurance		22,092	22,092	22,092
3,000	3,000	3,000	7300-22	Fringe Benefits - VEBA Plan		3,000	3,000	3,000
108	108	108	7300-25	Fringe Benefits - Life Insurance		66	66	66
647	658	636	7300-30	Fringe Benefits - Long Term Disability		294	294	294
4,640	4,737	4,905	7300-35	Fringe Benefits - Workers' Compensation Insurance		4,396	4,396	4,396
20	19	23	7300-37	Fringe Benefits - Workers' Benefit Fund		23	23	23
204,645	218,967	223,217	<u>TOTAL PERSONNEL SERVICES</u>			216,566	216,566	216,566

MATERIALS AND SERVICES

705	532	500	7530	Training		1,600	1,600	1,600
480	225	800	7550	Travel & Education		2,000	2,000	2,000
				Membership and training				
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Memberships and annual training	1	2,000	2,000	
29,443	22,877	27,204	7620	Telecommunications		27,204	27,204	27,204
				Includes telecommunications for entire Field Operations Division.				
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Telecom landlines	1	6,720	6,720	
				Cell phones for field operations	1	19,484	19,484	
				Repair-replace damaged cell phones	1	1,000	1,000	
856	640	900	7630-05	Uniforms - Employee		900	900	900
796	338	1,000	7660	Materials & Supplies		1,000	1,000	1,000
922	45	50	7750	Professional Services		0	0	0
0	0	0	7750-01	Professional Services - Audit & other city-wide prof svc		50	50	50
				Costs shared city-wide for Audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses				

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 11 - POLICE Section : 043 - FIELD OPERATIONS Program : 501 - ADMINISTRATION		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
0	0	0	7800	M & S Equipment	0	0	0
33,202	24,657	30,454		<u>TOTAL MATERIALS AND SERVICES</u>	32,754	32,754	32,754
237,847	243,624	253,671		<i>TOTAL REQUIREMENTS</i>	249,320	249,320	249,320

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 11 - POLICE Section : 043 - FIELD OPERATIONS Program : 553 - PATROL				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
REQUIREMENTS									
PERSONNEL SERVICES									
2,445,647	2,495,483	2,519,535	7000-05	Salaries & Wages - Regular Full Time			2,701,185	2,701,185	2,701,185
				Police Sergeant - 4.00 FTE Police Corporal - 4.00 FTE Police Officer - 22.00 FTE					
				*FTE total does not reflect five Police Officer positions budgeted at 8 months for anticipated vacancies.					
321,475	338,108	373,453	7000-20	Salaries & Wages - Overtime			373,445	373,445	373,445
168,427	172,450	175,586	7300-05	Fringe Benefits - FICA - Social Security			186,013	186,013	186,013
39,689	40,655	41,946	7300-06	Fringe Benefits - FICA - Medicare			44,580	44,580	44,580
849,976	901,388	979,762	7300-15	Fringe Benefits - PERS - OPSRP - IAP			1,040,331	1,040,331	1,040,331
525,956	513,879	514,076	7300-20	Fringe Benefits - Medical Insurance			520,780	520,780	520,780
9,025	9,838	9,450	7300-22	Fringe Benefits - VEBA Plan			10,500	10,500	10,500
3,219	3,122	3,024	7300-25	Fringe Benefits - Life Insurance			1,870	1,870	1,870
11,787	12,828	12,806	7300-30	Fringe Benefits - Long Term Disability			5,444	5,444	5,444
101,889	103,517	118,033	7300-35	Fringe Benefits - Workers' Compensation Insurance			99,617	99,617	99,617
748	662	671	7300-37	Fringe Benefits - Workers' Benefit Fund			679	679	679
12,960	8,716	0	7300-40	Fringe Benefits - Unemployment			0	0	0
4,490,795	4,600,646	4,748,342	TOTAL PERSONNEL SERVICES				4,984,444	4,984,444	4,984,444
MATERIALS AND SERVICES									
7,105	2,144	4,500	7550	Travel & Education			11,000	11,000	11,000
				Description	Units	Amt/Unit	Total		
				Membership and training for patrol division	1	5,000	5,000		
				Leadership training for sergeants	1	3,000	3,000		
				leadership training for corporals	1	3,000	3,000		
61,140	54,572	73,000	7590	Fuel - Vehicle & Equipment			80,000	80,000	80,000
20,032	12,237	27,000	7630-05	Uniforms - Employee			27,000	27,000	27,000
				Equipment for new hires, rain jacket and pants replacements, uniform updates for patrol					
				Description	Units	Amt/Unit	Total		
				equipment for new hires, uniform replacement for patrol	1	27,000	27,000		

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 11 - POLICE Section : 043 - FIELD OPERATIONS Program : 553 - PATROL				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
16,162	13,073	13,992	7660	Materials & Supplies			12,375	12,375	12,375
				Description	Units	Amt/Unit	Total		
				Batteries, CD's, forms and equipment for patrol	1	9,500	9,500		
				Trauma kit supplies	1	2,875	2,875		
0	1,855	2,700	7720	Repairs & Maintenance			2,700	2,700	2,700
39,800	33,574	40,000	7720-14	Repairs & Maintenance - Vehicles			40,000	40,000	40,000
0	0	1,000	7720-20	Repairs & Maintenance - Vehicle Electronics			2,500	2,500	2,500
				Video's, DVD's, mobile radios					
				Description	Units	Amt/Unit	Total		
				mobile data computer repairs	1	2,500	2,500		
515	520	560	7750	Professional Services			560	560	560
0	0	0	7750-01	Professional Services - Audit & other city-wide prof svc			350	350	350
				Costs shared city-wide for Audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses					
25,878	21,536	0	7800	M & S Equipment			20,162	20,162	20,162
				Description	Units	Amt/Unit	Total		
				Extended life portable radio batteries	42	107	4,494		
				4 AED's for cars	4	1,079	4,316		
				dash radars	3	2,795	8,385		
				Forward looking infrared radar	1	1,350	1,350		
				stop sticks for cars	3	539	1,617		
170,632	139,509	162,752	TOTAL MATERIALS AND SERVICES				196,647	196,647	196,647
CAPITAL OUTLAY									
176,004	178,728	0	8850	Vehicles			126,000	0	0
176,004	178,728	0	TOTAL CAPITAL OUTLAY				126,000	0	0
DEBT SERVICE									
58,541	55,511	58,362	9410-05	Vehicle Lease/Purchase - Principal			30,655	30,655	30,655
				Lease principal payments on patrol vehicles for leases executed 2018-19.					
5,251	8,281	5,431	9410-10	Vehicle Lease/Purchase - Interest			2,425	2,425	2,425
63,792	63,792	63,793	TOTAL DEBT SERVICE				33,080	33,080	33,080
4,901,224	4,982,674	4,974,887	TOTAL REQUIREMENTS				5,340,171	5,214,171	5,214,171

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 11 - POLICE		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
			Section : 043 - FIELD OPERATIONS				
			Program : 562 - RESERVES				
RESOURCES							
MISCELLANEOUS							
0	990	12,190	6331	MVRT Academy Tuition	9,361	9,361	9,361
0	990	12,190		TOTAL MISCELLANEOUS	9,361	9,361	9,361
0	990	12,190		TOTAL RESOURCES	9,361	9,361	9,361

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 11 - POLICE Section : 043 - FIELD OPERATIONS Program : 562 - RESERVES				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
REQUIREMENTS									
PERSONNEL SERVICES									
695	155	1,500	7000-15	Salaries & Wages - Temporary Extra Help - Police Reserves - 0.01 FTE			500	500	500
43	10	91	7300-05	Fringe Benefits - FICA - Social Security			30	30	30
10	2	22	7300-06	Fringe Benefits - FICA - Medicare			7	7	7
114	0	0	7300-15	Fringe Benefits - PERS - OPSRP - IAP			0	0	0
28	6	61	7300-35	Fringe Benefits - Workers' Compensation Insurance			16	16	16
0	0	1	7300-37	Fringe Benefits - Workers' Benefit Fund			0	0	0
57	412	0	7300-40	Fringe Benefits - Unemployment			0	0	0
432	378	600	7400-05	Fringe Benefits - Volunteers - Life Insurance			20	20	20
838	637	1,100	7400-10	Fringe Benefits - Volunteers - Workers' Compensation Insurance			1,098	1,098	1,098
2,218	1,599	3,375	TOTAL PERSONNEL SERVICES				1,671	1,671	1,671
MATERIALS AND SERVICES									
0	0	200	7550	Travel & Education			1,300	1,300	1,300
				Description	Units	Amt/Unit	Total		
				Reserve academy tuition	4	200	800		
				Other training, advanced, seminars	1	500	500		
914	0	1,000	7630-10	Uniforms - Volunteer			8,200	8,200	8,200
				Description	Units	Amt/Unit	Total		
				Uniforms and equipment new Reserve Officers	4	1,800	7,200		
				Other equipment and uniforms	1	1,000	1,000		
213	0	200	7660	Materials & Supplies			200	200	200
0	990	12,190	7660-31	Materials & Supplies - Mid Valley Reserve Training			9,361	9,361	9,361
1,128	990	13,590	TOTAL MATERIALS AND SERVICES				19,061	19,061	19,061
3,346	2,589	16,965	TOTAL REQUIREMENTS				20,732	20,732	20,732

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 11 - POLICE		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
			Section : 043 - FIELD OPERATIONS				
			Program : 565 - CANINE				
RESOURCES							
MISCELLANEOUS							
0	0	3,500	6400	Donations - Police	3,500	3,500	3,500
0	0	3,500	TOTAL MISCELLANEOUS		3,500	3,500	3,500
0	0	3,500	TOTAL RESOURCES		3,500	3,500	3,500

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 11 - POLICE Section : 043 - FIELD OPERATIONS Program : 565 - CANINE				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
REQUIREMENTS									
MATERIALS AND SERVICES									
3,315	-225	1,900	7550	Travel & Education			14,920	14,920	14,920
				Description	Units	Amt/Unit	Total		
				Oregon Police Canine Association Fall Conference	1	2,000	2,000		
				Oregon Police Canine Association Yearly Dues	1	100	100		
				Oregon Police Canine Association Spring Conference	1	2,000	2,000		
				Other training - advanced and seminars	1	500	500		
				Per diem for basic patrol handler school	2	1,160	2,320		
				Tuition for basic patrol handler school	2	4,000	8,000		
7,717	2,409	7,125	7660	Materials & Supplies			8,925	8,925	8,925
				Description	Units	Amt/Unit	Total		
				Medical and professional	1	3,800	3,800		
				Dog food	1	3,000	3,000		
				Training aids, leashes, miscellaneous equipment	1	1,000	1,000		
				Boarding	1	1,000	1,000		
				Dog licenses	1	125	125		
0	0	3,500	7680	Materials & Supplies - Donations			3,500	3,500	3,500
11,032	2,184	12,525	TOTAL MATERIALS AND SERVICES				27,345	27,345	27,345
CAPITAL OUTLAY									
0	0	0	8710-15	Equipment - Canine			24,500	24,500	24,500
				Total cost of a new K9 is \$14,000. Will use the remaining funds in the donation account (\$3,500) for the purchase.					
				2nd K9 added for \$14,000 with the retirement of Jack due to medical condition					
				Description	Units	Amt/Unit	Total		
				Canine replacement for Jack	1	14,000	14,000		
				Canine replacement for Axell	1	10,500	10,500		
0	0	0	TOTAL CAPITAL OUTLAY				24,500	24,500	24,500
11,032	2,184	12,525	TOTAL REQUIREMENTS				51,845	51,845	51,845

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 11 - POLICE Section : 046 - INVESTIGATIONS AND SUPPORT Program : 501 - ADMINISTRATION				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
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REQUIREMENTS**PERSONNEL SERVICES**

225,548	224,984	263,690	7000-05	Salaries & Wages - Regular Full Time			238,751	238,751	238,751
				Police Captain - 1.00 FTE					
				Police Sergeant - Administration - 1.00 FTE					
34,990	18,990	40,000	7000-15	Salaries & Wages - Temporary			40,000	40,000	40,000
				Extra Help - Park Ranger - 1.25 FTE					
3,748	1,813	5,980	7000-20	Salaries & Wages - Overtime			5,933	5,933	5,933
2,880	2,880	2,880	7000-30	Salaries & Wages - Auto Allowance			2,880	2,880	2,880
				Police Captain's \$240 per month automobile allowance.					
16,200	15,031	19,037	7300-05	Fringe Benefits - FICA - Social Security			17,395	17,395	17,395
3,789	3,515	4,489	7300-06	Fringe Benefits - FICA - Medicare			4,169	4,169	4,169
87,216	84,643	103,563	7300-15	Fringe Benefits - PERS - OPSRP - IAP			79,236	79,236	79,236
37,715	38,362	39,730	7300-20	Fringe Benefits - Medical Insurance			40,460	40,460	40,460
3,450	3,450	3,450	7300-22	Fringe Benefits - VEBA Plan			3,450	3,450	3,450
216	216	216	7300-25	Fringe Benefits - Life Insurance			132	132	132
1,118	1,165	1,146	7300-30	Fringe Benefits - Long Term Disability			524	524	524
10,627	9,968	11,469	7300-35	Fringe Benefits - Workers' Compensation Insurance			9,273	9,273	9,273
74	55	78	7300-37	Fringe Benefits - Workers' Benefit Fund			75	75	75
85	101	0	7300-40	Fringe Benefits - Unemployment			0	0	0
0	0	0	7400-10	Fringe Benefits - Volunteers - Workers' Compensation Insurance			0	0	0
427,657	405,173	495,728	TOTAL PERSONNEL SERVICES				442,278	442,278	442,278

MATERIALS AND SERVICES

3,269	958	600	7550	Travel & Education			2,600	2,600	2,600
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Memberships	1	600	600		
				Trainings	1	2,000	2,000		
19,279	15,522	16,932	7620	Telecommunications			17,124	17,124	17,124
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Telecom - landlines 16	12	680	8,160		
				Cell phones 17	12	702	8,424		
				Evidence facility landline	12	45	540		

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 11 - POLICE Section : 046 - INVESTIGATIONS AND SUPPORT Program : 501 - ADMINISTRATION				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
1,040	638	100	7630-05	Uniforms - Employee			1,600	1,600	1,600	
			<u>Description</u>		<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
			Uniforms for captain, administrative sergeant and park rangers		1	1,600	1,600			
852	615	100	7660	Materials & Supplies			700	700	700	
			<u>Description</u>		<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
			Miscellaneous supplies		1	700	700			
5,037	709	400	7720-16	Repairs & Maintenance - Radio & Pagers			1,000	1,000	1,000	
29,656	26,463	15,100	7750	Professional Services			20,000	20,000	20,000	
			<u>Description</u>		<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
			Computer forensics (Newberg-Dundee Police)		1	20,000	20,000			
0	0	0	7750-01	Professional Services - Audit & other city-wide prof svc			50	50	50	
			Costs shared city-wide for Audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses							
0	0	0	7800	M & S Equipment			1,279	1,279	1,279	
			<u>Description</u>		<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
			Extended life portable radio batteries		12	107	1,279			
6,214	7,747	0	7800-06	M & S Equipment - Weapons			10,100	10,100	10,100	
			<u>Description</u>		<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
			Sig Sauer 516 patrol rifles with tac lights, 2 mags and slings		3	1,700	5,100			
			Glock handguns with tac lights		4	500	2,000			
			40mm launchers		2	1,500	3,000			
65,346	52,652	33,232	TOTAL MATERIALS AND SERVICES					54,453	54,453	54,453
CAPITAL OUTLAY										
0	0	0	8710	Equipment			16,000	16,000	16,000	
			Drone package							
0	0	0	TOTAL CAPITAL OUTLAY					16,000	16,000	16,000
493,004	457,825	528,960	TOTAL REQUIREMENTS					512,731	512,731	512,731

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 11 - POLICE Section : 046 - INVESTIGATIONS AND SUPPORT Program : 550 - BUILDING MAINTENANCE			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET																								
REQUIREMENTS																																
PERSONNEL SERVICES																																
48,085	44,668	47,187	7000-10	Salaries & Wages - Regular Part Time		48,599	48,599	48,599																								
				Maintenance Technician - Senior - 0.80 FTE																												
0	0	0	7000-20	Salaries & Wages - Overtime		0	0	0																								
2,981	2,769	2,934	7300-05	Fringe Benefits - FICA - Social Security		2,940	2,940	2,940																								
697	648	655	7300-06	Fringe Benefits - FICA - Medicare		705	705	705																								
12,901	11,752	13,626	7300-15	Fringe Benefits - PERS - OPSRP - IAP		11,202	11,202	11,202																								
19	51	48	7300-25	Fringe Benefits - Life Insurance		60	60	60																								
253	258	258	7300-30	Fringe Benefits - Long Term Disability		120	120	120																								
1,779	1,653	1,672	7300-35	Fringe Benefits - Workers' Compensation Insurance		1,409	1,409	1,409																								
20	17	18	7300-37	Fringe Benefits - Workers' Benefit Fund		18	18	18																								
66,736	61,816	66,398	TOTAL PERSONNEL SERVICES			65,053	65,053	65,053																								
MATERIALS AND SERVICES																																
41,813	43,095	45,000	7600	Utilities		45,000	45,000	45,000																								
2,600	2,700	2,800	7610-05	Insurance - Liability		2,940	2,940	2,940																								
9,500	10,600	10,900	7610-10	Insurance - Property		12,480	12,480	12,480																								
0	0	100	7630-05	Uniforms - Employee		100	100	100																								
32,100	31,745	31,785	7650-10	Janitorial - Services		35,000	35,000	35,000																								
3,134	1,760	3,000	7650-15	Janitorial - Supplies		2,500	2,500	2,500																								
58,236	63,547	45,125	7720-10	Repairs & Maintenance - Building Maintenance		71,000	71,000	71,000																								
<table><tr><td>Description</td><td>Units</td><td>Amt/Unit</td><td>Total</td></tr><tr><td>Peterson Cat extended warranty for generator</td><td>1</td><td>4,000</td><td>4,000</td></tr><tr><td>Carpet cleaning</td><td>1</td><td>5,000</td><td>5,000</td></tr><tr><td>Materials, operations and stock</td><td>1</td><td>10,000</td><td>10,000</td></tr><tr><td>Maintenance contracts</td><td>1</td><td>42,000</td><td>42,000</td></tr><tr><td>Projects and maintenance (painting floors and walls)</td><td>1</td><td>10,000</td><td>10,000</td></tr></table>									Description	Units	Amt/Unit	Total	Peterson Cat extended warranty for generator	1	4,000	4,000	Carpet cleaning	1	5,000	5,000	Materials, operations and stock	1	10,000	10,000	Maintenance contracts	1	42,000	42,000	Projects and maintenance (painting floors and walls)	1	10,000	10,000
Description	Units	Amt/Unit	Total																													
Peterson Cat extended warranty for generator	1	4,000	4,000																													
Carpet cleaning	1	5,000	5,000																													
Materials, operations and stock	1	10,000	10,000																													
Maintenance contracts	1	42,000	42,000																													
Projects and maintenance (painting floors and walls)	1	10,000	10,000																													
147,383	153,447	138,710	TOTAL MATERIALS AND SERVICES			169,020	169,020	169,020																								
CAPITAL OUTLAY																																
0	30,574	0	8710	Equipment		0	0	0																								

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 11 - POLICE Section : 046 - INVESTIGATIONS AND SUPPORT Program : 550 - BUILDING MAINTENANCE	2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
0	30,574	0	<u>TOTAL CAPITAL OUTLAY</u>	0	0	0
214,119	245,836	205,108	<i>TOTAL REQUIREMENTS</i>	234,073	234,073	234,073

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 11 - POLICE Section : 046 - INVESTIGATIONS AND SUPPORT Program : 559 - PARKING ENFORCEMENT				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
REQUIREMENTS									
PERSONNEL SERVICES									
62,598	64,303	66,025	7000-05	Salaries & Wages - Regular Full Time			58,523	58,523	58,523
				Parking Enforcement Specialist - 1.00 FTE					
0	0	262	7000-20	Salaries & Wages - Overtime			262	262	262
3,741	3,873	4,010	7300-05	Fringe Benefits - FICA - Social Security			3,554	3,554	3,554
875	906	962	7300-06	Fringe Benefits - FICA - Medicare			852	852	852
16,795	17,365	19,285	7300-15	Fringe Benefits - PERS - OPSRP - IAP			19,625	19,625	19,625
17,416	17,724	18,344	7300-20	Fringe Benefits - Medical Insurance			18,344	18,344	18,344
450	450	450	7300-22	Fringe Benefits - VEBA Plan			450	450	450
108	108	108	7300-25	Fringe Benefits - Life Insurance			66	66	66
324	349	352	7300-30	Fringe Benefits - Long Term Disability			0	0	0
2,509	2,552	2,705	7300-35	Fringe Benefits - Workers' Compensation Insurance			1,904	1,904	1,904
21	18	23	7300-37	Fringe Benefits - Workers' Benefit Fund			23	23	23
710	362	1,100	7400-10	Fringe Benefits - Volunteers - Workers' Compensation Insurance			1,098	1,098	1,098
105,546	108,011	113,626	TOTAL PERSONNEL SERVICES				104,701	104,701	104,701
MATERIALS AND SERVICES									
374	-60	50	7550	Travel & Education			1,350	1,350	1,350
				Memberships and training					
				Description	Units	Amt/Unit	Total		
				Code enforcement conference	1	500	500		
				Code enforcement of Oregon - membership	1	50	50		
				Other training	1	800	800		
1,197	861	1,300	7590	Fuel - Vehicle & Equipment			1,500	1,500	1,500
269	408	200	7630-05	Uniforms - Employee			1,100	1,100	1,100
				Description	Units	Amt/Unit	Total		
				Ballistic vest purchase	1	1,100	1,100		
518	869	600	7660	Materials & Supplies			1,000	1,000	1,000
				Tow charges, postal charges, tow stickers, parking permits					
190	120	200	7720-14	Repairs & Maintenance - Vehicles			500	500	500
3,086	30,734	12,800	7750	Professional Services			15,000	15,000	15,000
				Abandoned RV tows for dismantling					

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 11 - POLICE Section : 046 - INVESTIGATIONS AND SUPPORT Program : 559 - PARKING ENFORCEMENT	2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
5,635	32,932	15,150	<u>TOTAL MATERIALS AND SERVICES</u>	20,450	20,450	20,450
111,181	140,943	128,776	<i>TOTAL REQUIREMENTS</i>	125,151	125,151	125,151

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 11 - POLICE Section : 046 - INVESTIGATIONS AND SUPPORT Program : 568 - INVESTIGATIONS				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
REQUIREMENTS									
PERSONNEL SERVICES									
560,665	604,052	612,689	7000-05	Salaries & Wages - Regular Full Time Police Sergeant - 1.00 FTE Police Officer - 6.00 FTE			679,719	679,719	679,719
2,968	5,275	8,500	7000-15	Salaries & Wages - Temporary Extra Help - Investigations - 0.13 FTE			8,500	8,500	8,500
54,547	50,640	47,015	7000-20	Salaries & Wages - Overtime			46,986	46,986	46,986
3,150	3,038	3,150	7000-35	Salaries & Wages - Clothing Allowance Detectives' \$500 annual clothing allowance.			3,500	3,500	3,500
37,897	40,632	40,688	7300-05	Fringe Benefits - FICA - Social Security			44,690	44,690	44,690
8,911	9,503	9,734	7300-06	Fringe Benefits - FICA - Medicare			10,712	10,712	10,712
204,853	298,133	232,362	7300-15	Fringe Benefits - PERS - OPSRP - IAP			252,505	252,505	252,505
108,097	116,804	119,458	7300-20	Fringe Benefits - Medical Insurance			127,670	127,670	127,670
2,550	2,400	2,250	7300-22	Fringe Benefits - VEBA Plan			2,100	2,100	2,100
661	712	702	7300-25	Fringe Benefits - Life Insurance			460	460	460
2,526	2,887	2,906	7300-30	Fringe Benefits - Long Term Disability			1,188	1,188	1,188
22,724	24,743	27,263	7300-35	Fringe Benefits - Workers' Compensation Insurance			23,820	23,820	23,820
135	136	153	7300-37	Fringe Benefits - Workers' Benefit Fund			163	163	163
22	0	0	7300-40	Fringe Benefits - Unemployment			0	0	0
1,009,706	1,158,954	1,106,870	TOTAL PERSONNEL SERVICES				1,202,013	1,202,013	1,202,013
MATERIALS AND SERVICES									
4,139	5,281	6,400	7550	Travel & Education			12,350	12,350	12,350
				Description	Units	Amt/Unit	Total		
				Supervisor training	1	500	500		
				Miscellaneous trainings	1	3,500	3,500		
				Homicide conference	7	550	3,850		
				Child abuse summit	7	500	3,500		
				New detective training	1	1,000	1,000		
5,953	6,015	3,500	7590	Fuel - Vehicle & Equipment			6,500	6,500	6,500
915	972	700	7630-05	Uniforms - Employee			1,100	1,100	1,100

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 11 - POLICE Section : 046 - INVESTIGATIONS AND SUPPORT Program : 568 - INVESTIGATIONS				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
2,878	4,233	500	7660	Materials & Supplies			4,000	4,000	4,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Camera, batteries, CD's, DVD's, other supplies	1	2,000	2,000		
				Investigative funds (informants)	1	2,000	2,000		
1,652	3,009	1,250	7720-14	Repairs & Maintenance - Vehicles			3,000	3,000	3,000
2,846	1,425	16,430	7750	Professional Services			13,380	13,380	13,380
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Comcast internet line	1	480	480		
				The Last One	1	900	900		
				Transcription services	1	12,000	12,000		
0	0	0	7750-01	Professional Services - Audit & other city-wide prof svc			50	50	50
				Costs shared city-wide for Audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses					
1,367	686	0	7800	M & S Equipment			500	500	500
19,750	21,621	28,780		TOTAL MATERIALS AND SERVICES			40,880	40,880	40,880
				CAPITAL OUTLAY					
0	0	0	8850	Vehicles			46,000	0	0
0	0	0		TOTAL CAPITAL OUTLAY			46,000	0	0
1,029,456	1,180,575	1,135,650		TOTAL REQUIREMENTS			1,288,893	1,242,893	1,242,893

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 11 - POLICE Section : 046 - INVESTIGATIONS AND SUPPORT Program : 571 - NARCOTICS		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
REQUIREMENTS								
PERSONNEL SERVICES								
0	0	0	7000-05	Salaries & Wages - Regular Full Time	0	0	0	
0	0	0	7000-20	Salaries & Wages - Overtime	0	0	0	
0	0	0	7000-35	Salaries & Wages - Clothing Allowance	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	7300-20	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	
-375	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	
-375	0	0	TOTAL PERSONNEL SERVICES			0	0	0
MATERIALS AND SERVICES								
0	0	0	7550	Travel & Education	0	0	0	
0	0	0	7590	Fuel - Vehicle & Equipment	0	0	0	
57	-57	0	7620	Telecommunications	0	0	0	
0	0	0	7630-05	Uniforms - Employee	0	0	0	
0	0	0	7660	Materials & Supplies	0	0	0	
0	0	0	7720-14	Repairs & Maintenance - Vehicles	0	0	0	
0	0	0	7800	M & S Equipment	0	0	0	
57	-57	0	TOTAL MATERIALS AND SERVICES			0	0	0
-319	-57	0	TOTAL REQUIREMENTS			0	0	0

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 11 - POLICE		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
			Section : 046 - INVESTIGATIONS AND SUPPORT					
			Program : 574 - SCHOOL RESOURCE					
RESOURCES								
INTERGOVERNMENTAL								
40,338	8,147	51,000	5020-05	McMinnville School Dist #40 - SRO - High School	53,000	53,000	53,000	
				McMinnville School District #40 reimburses the City for 50% of School Resource Officer's salary and fringe benefits for the nine-month school year.				
40,655	9,089	61,000	5020-10	McMinnville School Dist #40 - SRO - Middle School	63,000	63,000	63,000	
				McMinnville School District #40 reimburses the City for 50% of School Resource Officer's salary and fringe benefits for the nine-month school year.				
80,994	17,236	112,000	TOTAL INTERGOVERNMENTAL			116,000	116,000	116,000
80,994	17,236	112,000	TOTAL RESOURCES			116,000	116,000	116,000

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 11 - POLICE Section : 046 - INVESTIGATIONS AND SUPPORT Program : 574 - SCHOOL RESOURCE				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
REQUIREMENTS									
PERSONNEL SERVICES									
136,885	142,518	179,896	7000-05	Salaries & Wages - Regular Full Time Police Officer - 2.00 FTE			193,564	193,564	193,564
5,590	2,539	6,504	7000-20	Salaries & Wages - Overtime			6,500	6,500	6,500
8,744	8,897	11,287	7300-05	Fringe Benefits - FICA - Social Security			12,103	12,103	12,103
2,045	2,081	2,703	7300-06	Fringe Benefits - FICA - Medicare			2,901	2,901	2,901
43,146	45,246	62,277	7300-15	Fringe Benefits - PERS - OPSRP - IAP			66,841	66,841	66,841
27,454	29,540	36,688	7300-20	Fringe Benefits - Medical Insurance			36,688	36,688	36,688
800	600	600	7300-22	Fringe Benefits - VEBA Plan			750	750	750
162	180	216	7300-25	Fringe Benefits - Life Insurance			132	132	132
599	681	844	7300-30	Fringe Benefits - Long Term Disability			382	382	382
5,529	5,815	7,605	7300-35	Fringe Benefits - Workers' Compensation Insurance			6,482	6,482	6,482
32	32	46	7300-37	Fringe Benefits - Workers' Benefit Fund			46	46	46
230,986	238,129	308,666	TOTAL PERSONNEL SERVICES				326,389	326,389	326,389
MATERIALS AND SERVICES									
1,540	1,615	1,500	7550	Travel & Education			3,700	3,700	3,700
				Description	Units	Amt/Unit	Total		
				Oregon School Resource Officer Conference	2	850	1,700		
				Child Abuse training	2	500	1,000		
				Other training	2	500	1,000		
729	0	100	7660	Materials & Supplies			300	300	300
0	0	0	7750	Professional Services			0	0	0
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			50	50	50
0	0	0	7800	M & S Equipment			0	0	0
2,268	1,615	1,600	TOTAL MATERIALS AND SERVICES				4,050	4,050	4,050
233,254	239,744	310,266	TOTAL REQUIREMENTS				330,439	330,439	330,439

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 11 - POLICE		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
			Section : 046 - INVESTIGATIONS AND SUPPORT				
			Program : 577 - IN-SERVICE				
RESOURCES							
CHARGES FOR SERVICES							
6,150	11,500	12,000	5380-02	Facility Rentals - Training Facility	12,000	12,000	12,000
				Revenue received from neighboring agencies for use of the Firearms Facility.			
6,150	11,500	12,000	TOTAL CHARGES FOR SERVICES		12,000	12,000	12,000
6,150	11,500	12,000	TOTAL RESOURCES		12,000	12,000	12,000

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 11 - POLICE Section : 046 - INVESTIGATIONS AND SUPPORT Program : 577 - IN-SERVICE				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
REQUIREMENTS									
MATERIALS AND SERVICES									
260	289	550	7550-05	Travel & Education - Defensive Tactics			3,830	3,830	3,830
			Description	Units	Amt/Unit	Total			
			New instructor training classes	1	1,000	1,000			
			WRAP system training platform	1	1,000	1,000			
			Training mats	10	100	1,000			
			Dye performance mask for training	10	54	540			
			Dye performance neck protector	10	29	290			
974	999	0	7550-10	Travel & Education - Driving Training			1,000	1,000	1,000
			Description	Units	Amt/Unit	Total			
			Training lunches and vehicle maintenance	1	1,000	1,000			
1,790	1,618	500	7550-20	Travel & Education - Firearms Training			4,000	4,000	4,000
			Description	Units	Amt/Unit	Total			
			Firearms instructor course (new instructors)	2	1,000	2,000			
			Firearms instructor course (development)	2	1,000	2,000			
15,532	14,726	15,000	7660	Materials & Supplies			29,297	29,297	29,297
			Description	Units	Amt/Unit	Total			
			Training combat gauze	1	775	775			
			Emergency trauma dressing	1	530	530			
			Krinkle gauze	1	105	105			
			Chest seals	1	560	560			
			Tourniquets	1	450	450			
			Advanced Tactical Casualty Care training	1	350	350			
			Ammo - 223 training (6,000 rounds)	1	2,980	2,980			
			Ammo - 9mm training (43,000 rounds)	1	17,000	17,000			
			Ammo - 12 gauge training (1,000 rounds)	1	500	500			
			Ammo - replacement duty 9mm	1	3,042	3,042			
			Firearms targets (500)	1	600	600			
			Firearms cleaning equipment	1	400	400			
			Firearms repairs, batteries, equipment	1	600	600			
			Firearms eye and ear protection	1	300	300			
			Firearms miscellaneous armorers equipment	1	500	500			
			Firearms training guns (blue guns)	11	55	605			

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 11 - POLICE Section : 046 - INVESTIGATIONS AND SUPPORT Program : 577 - IN-SERVICE				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
1,152	3,543	1,100	7720-18	Repairs & Maintenance - Training Facility			2,100	2,100	2,100
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
			Range construction	1	600	600			
			Chem can rental	1	500	500			
			Gravel	1	1,000	1,000			
7,162	5,632	0	7800	M & S Equipment			5,800	5,800	5,800
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
			Taser unlimited cartridge plan for 48 users	1	5,800	5,800			
26,870	26,807	17,150	TOTAL MATERIALS AND SERVICES				46,027	46,027	46,027
26,870	26,807	17,150	TOTAL REQUIREMENTS				46,027	46,027	46,027

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 11 - POLICE Section : 046 - INVESTIGATIONS AND SUPPORT Program : 583 - EVIDENCE			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
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REQUIREMENTS**PERSONNEL SERVICES**

62,174	63,936	65,641	7000-05	Salaries & Wages - Regular Full Time		69,015	69,015	69,015
				Police Evidence & Property Technician - 1.00 FTE				
13,027	11,323	17,679	7000-10	Salaries & Wages - Regular Part Time		21,182	21,182	21,182
				Management Support Technician - 0.48 FTE				
1,790	2,452	1,310	7000-20	Salaries & Wages - Overtime		2,530	2,530	2,530
4,717	4,760	5,122	7300-05	Fringe Benefits - FICA - Social Security		5,621	5,621	5,621
1,103	1,113	1,227	7300-06	Fringe Benefits - FICA - Medicare		1,347	1,347	1,347
19,851	20,937	24,660	7300-15	Fringe Benefits - PERS - OPSRP - IAP		27,123	27,123	27,123
17,416	17,724	18,344	7300-20	Fringe Benefits - Medical Insurance		18,344	18,344	18,344
450	450	450	7300-22	Fringe Benefits - VEBA Plan		450	450	450
108	108	108	7300-25	Fringe Benefits - Life Insurance		60	60	60
324	349	352	7300-30	Fringe Benefits - Long Term Disability		160	160	160
48	61	146	7300-35	Fringe Benefits - Workers' Compensation Insurance		202	202	202
29	27	34	7300-37	Fringe Benefits - Workers' Benefit Fund		34	34	34
121,036	123,240	135,073	TOTAL PERSONNEL SERVICES			146,068	146,068	146,068

MATERIALS AND SERVICES

65	422	100	7550	Travel & Education		900	900	900
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Oregon Police Officers Association Memberships	2	50	100	
				International Association of Property and Evidence Membership	2	50	100	
				Other training	1	700	700	
293	302	200	7590	Fuel - Vehicle & Equipment		500	500	500
1,080	1,628	200	7630-05	Uniforms - Employee		1,250	1,250	1,250
7,270	7,131	5,000	7660	Materials & Supplies		1,000	1,000	1,000
0	0	200	7720-14	Repairs & Maintenance - Vehicles		200	200	200
0	0	0	7750	Professional Services		6,500	6,500	6,500
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Vehicle tows (evidence and maintenance)	1	6,500	6,500	
0	251	750	7790	Maintenance & Rental Contracts		250	250	250
				Evidence storage building alarm contract				

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 11 - POLICE Section : 046 - INVESTIGATIONS AND SUPPORT Program : 583 - EVIDENCE			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
0	4,028	0	7800	M & S Equipment		1,000	1,000	1,000
			Camera lenses and camera equipment. Scene processing equipment: trace evidence vacuum and filters.					
8,707	13,764	6,450	<u>TOTAL MATERIALS AND SERVICES</u>			11,600	11,600	11,600
129,744	137,004	141,523	<i>TOTAL REQUIREMENTS</i>			157,668	157,668	157,668

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 11 - POLICE Section : 046 - INVESTIGATIONS AND SUPPORT Program : 586 - PROFESSIONAL STANDARDS			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
REQUIREMENTS									
MATERIALS AND SERVICES									
1,705	1,705	1,705	7550	Travel & Education			0	0	0
0	49	200	7660	Materials & Supplies			2,975	2,975	2,975
1,705	1,754	1,905	TOTAL MATERIALS AND SERVICES			2,975	2,975	2,975	
1,705	1,754	1,905	TOTAL REQUIREMENTS			2,975	2,975	2,975	

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 13 - MUNICIPAL COURT Section : 060 - COURT Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
RESOURCES								
INTERGOVERNMENTAL								
0	0	0	4546	American Rescue Plan	48,000	48,000	48,000	
0	0	0	TOTAL INTERGOVERNMENTAL			48,000	48,000	48,000
FINES AND FORFEITURES								
454,888	349,795	400,000	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.	375,000	375,000	375,000	
409	200	300	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.	100	100	100	
1,748	2,070	1,500	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.	2,000	2,000	2,000	
457,046	352,066	401,800	TOTAL FINES AND FORFEITURES			377,100	377,100	377,100
MISCELLANEOUS								
618	6,305	600	6600-93	Other Income - Municipal Court	300	300	300	
618	6,305	600	TOTAL MISCELLANEOUS			300	300	300
457,664	358,371	402,400	TOTAL RESOURCES			425,400	425,400	425,400

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 13 - MUNICIPAL COURT Section : 060 - COURT Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
REQUIREMENTS							
PERSONNEL SERVICES							
1,176	-1,713	0	7000	Salaries & Wages	0	0	0
220,251	179,659	175,761	7000-05	Salaries & Wages - Regular Full Time Finance Director - 0.10 FTE Court Supervisor - 1.00 FTE Court Operations Specialist - 0.95 FTE Court Clerk I - 1.00 FTE	236,087	236,087	236,087
61,223	69,244	84,956	7000-10	Salaries & Wages - Regular Part Time Judge - 0.30 FTE Court Clerk I - 0.78 FTE Municipal Court - Interpreter - 0.10 FTE Municipal Court Security Officer - 0.18 FTE	92,545	92,545	92,545
9,722	22,854	0	7000-15	Salaries & Wages - Temporary	0	0	0
6,403	7,919	0	7000-20	Salaries & Wages - Overtime	0	0	0
-220	565	0	7300	Fringe Benefits	0	0	0
17,693	16,842	16,286	7300-05	Fringe Benefits - FICA - Social Security	19,883	19,883	19,883
4,148	3,939	3,603	7300-06	Fringe Benefits - FICA - Medicare	4,764	4,764	4,764
59,504	83,246	79,405	7300-15	Fringe Benefits - PERS - OPSRP - IAP	100,455	100,455	100,455
49,871	55,208	61,138	7300-20	Fringe Benefits - Medical Insurance	69,836	69,836	69,836
7,917	11,363	8,363	7300-22	Fringe Benefits - VEBA Plan	8,925	8,925	8,925
374	331	422	7300-25	Fringe Benefits - Life Insurance	243	243	243
1,110	950	1,092	7300-30	Fringe Benefits - Long Term Disability	390	390	390
363	372	337	7300-35	Fringe Benefits - Workers' Compensation Insurance	395	395	395
88	79	89	7300-37	Fringe Benefits - Workers' Benefit Fund	104	104	104
454	1,209	0	7300-40	Fringe Benefits - Unemployment	0	0	0
440,075	452,068	431,452	TOTAL PERSONNEL SERVICES		533,627	533,627	533,627
MATERIALS AND SERVICES							
9,404	7,977	0	7500	Credit Card Fees Credit card fees for Municipal Court collections.	0	0	0
598	929	1,620	7510	Service Fees	3,000	3,000	3,000
-27	0	1,000	7520	Public Notices & Printing	1,000	1,000	1,000
455	380	700	7540	Employee Events Costs shared city-wide for employee training, materials, and events.	500	500	500

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 13 - MUNICIPAL COURT Section : 060 - COURT Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
2,362	2,816	2,500	7550	Travel & Education	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.	7,000	7,000	7,000
3,300	3,600	4,300	7610-05	Insurance - Liability		5,050	5,050	5,050
6,217	5,605	5,500	7620	Telecommunications		5,500	5,500	5,500
1,821	0	0	7630	Uniforms	4 FTE, an increase from 3.5	1,000	1,000	1,000
7,145	3,729	3,000	7660-05	Materials & Supplies - Office Supplies		6,000	6,000	6,000
3,690	3,373	4,500	7660-15	Materials & Supplies - Postage		4,750	4,750	4,750
1,225	2,885	1,220	7750	Professional Services		1,500	1,500	1,500
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	890	890	890
1,350	825	1,500	7750-12	Professional Services - Contract Judge	Back-up Judge if necessary to cover Judge's absences. FY22 had extraordinary cost during new Judge recruitment process.	1,500	1,500	1,500
11,150	13,750	13,000	7750-15	Professional Services - Court Appointed Attorney	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.	17,500	17,500	17,500
0	0	0	7750-18	Professional Services - Contract Prosecutor	Back-up prosecutor if necessary to cover City Prosecutor's absences and legal conflicts.	0	0	0
61	291	100	7750-21	Professional Services - Security	Security contract to provide panic button monitoring.	100	100	100
409	200	300	7750-22	Professional Services - Peer Court Assessment	Peer Court assessments collected by Municipal Court are passed through to the Yamhill County Peer Court Program.	100	100	100
2,618	822	1,500	7800	M & S Equipment		1,750	1,750	1,750
7,504	8,572	11,526	7840	M & S Computer Charges	I.S. Fund materials & supplies costs shared city-wide	11,761	11,761	11,761
11,079	12,672	11,500	7840-25	M & S Computer Charges - Municipal Court		23,400	23,400	23,400
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				E-ticketing maintenance 33% shared with PD	1	5,200	5,200	
				Caselle Annual maintenance	1	6,000	6,000	
				Caselle utilities/integration	1	5,000	5,000	
				Office 365 Licensing	5	240	1,200	
				Mobile replacements	2	3,000	6,000	
409	409	500	8050	Trial Expense		500	500	500

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 13 - MUNICIPAL COURT Section : 060 - COURT Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
Juror, witness, and special interpreter fees for Municipal Court jury and non-jury trials.								
70,769	68,834	64,266	TOTAL MATERIALS AND SERVICES			92,801	92,801	92,801
CAPITAL OUTLAY								
850	0	1,272	8750	Capital Outlay Computer Charges	2,470	0	0	
I.S. Fund capital outlay costs shared city-wide								
850	0	1,272	TOTAL CAPITAL OUTLAY			2,470	0	0
511,694	520,902	496,990	TOTAL REQUIREMENTS			628,898	626,428	626,428

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 13 - MUNICIPAL COURT Section : 063 - PARKING TICKETS Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
RESOURCES								
FINES AND FORFEITURES								
12,077	5,625	6,000	6130	Parking Tickets		4,500	4,500	4,500
			Downtown Parking Patrol and Police Officer parking citations revenue.					
12,077	5,625	6,000	TOTAL FINES AND FORFEITURES			4,500	4,500	4,500
12,077	5,625	6,000	TOTAL RESOURCES			4,500	4,500	4,500

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 13 - MUNICIPAL COURT Section : 063 - PARKING TICKETS Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
REQUIREMENTS								
PERSONNEL SERVICES								
8,369	14,103	13,987	7000-05	Salaries & Wages - Regular Full Time Court Operations Specialist - 0.05 FTE	3,115	3,115	3,115	
0	0	0	7000-10	Salaries & Wages - Regular Part Time	0	0	0	
212	851	0	7000-20	Salaries & Wages - Overtime	0	0	0	
502	886	846	7300-05	Fringe Benefits - FICA - Social Security	188	188	188	
117	207	203	7300-06	Fringe Benefits - FICA - Medicare	45	45	45	
2,250	3,870	4,063	7300-15	Fringe Benefits - PERS - OPSRP - IAP	905	905	905	
2,723	5,159	5,346	7300-20	Fringe Benefits - Medical Insurance	1,106	1,106	1,106	
0	750	750	7300-22	Fringe Benefits - VEBA Plan	150	150	150	
16	27	26	7300-25	Fringe Benefits - Life Insurance	3	3	3	
45	78	76	7300-30	Fringe Benefits - Long Term Disability	0	0	0	
11	20	19	7300-35	Fringe Benefits - Workers' Compensation Insurance	4	4	4	
3	5	6	7300-37	Fringe Benefits - Workers' Benefit Fund	1	1	1	
14,250	25,956	25,322	TOTAL PERSONNEL SERVICES			5,517	5,517	5,517
MATERIALS AND SERVICES								
101	69	100	7510	Service Fees	100	100	100	
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	20	20	20	
101	69	100	TOTAL MATERIALS AND SERVICES			120	120	120
14,351	26,025	25,422	TOTAL REQUIREMENTS			5,637	5,637	5,637

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 15 - FIRE Section : 070 - FIRE ADMINISTRATION & OPERATIONS Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
RESOURCES								
LICENSES AND PERMITS								
19,200	0	0	4213-15	Specialty Business License - Care Homes		0	0	0
				Ordinance Overturned				
6,792	4,628	2,500	4490	Licenses & Permits - Misc		7,500	7,500	7,500
				Permit/License/non-violation fees request for public records per Fire Department fee schedule.				
25,992	4,628	2,500	TOTAL LICENSES AND PERMITS			7,500	7,500	7,500
INTERGOVERNMENTAL								
0	0	452,587	4545	Federal FEMA Grant		363,636	363,636	363,636
				Potential Revenue for SCBA replacement. Grant expense is in line 01-15-070-4545 There is a 10% match required				
124,241	34,974	48,000	4555	Ground Emergency Medical Transport (GEMT) Reimbursement		38,000	38,000	38,000
				Federal funds passed through State to City. Reimbursement to City for 50% of difference between amount paid by Medicaid and cost for ambulance service, as calculated using pre-approved methodology. Only Fee for Service are included in this account.				
16,689	56,457	10,000	4840-05	OR Conflagration Reimbursement - Personnel		10,000	10,000	10,000
				Personnel Reimbursement due to conflagration deployment this last year.				
2,324	28,957	5,000	4840-10	OR Conflagration Reimbursement - Equipment		5,000	5,000	5,000
				Reimbursement for vehicles deployed to conflagrations this last year.				
59,269	0	0	5030	McMinnville Rural Fire District		0	0	0
386,887	398,493	410,446	5030-05	McMinnville Rural Fire District - Contract Fire Protection		575,000	575,000	575,000
				McMinnville Rural Fire Protection District's (MRFPD) payment to City for contract fire protection. 2022-2023 proposed budget will include renegotiated formula for contract based on assessed value of both entities.				
94,250	95,895	96,343	5035-10	Amity Fire District - Admin/Training Svcs Contract		0	0	0
				This contract is no longer in place effective March 16 2022.				
19,565	3,822	4,000	5036	City of Dundee		0	0	0
				This IGA no longer in place				
703,225	618,598	1,026,376	TOTAL INTERGOVERNMENTAL			991,636	991,636	991,636
CHARGES FOR SERVICES								
6,323	21,357	11,000	5340	Fire Department Service Fees		12,500	12,500	12,500
				Non-resident motor vehicle incident charges for Fire Department required services.				
27,405	27,953	27,000	5400	Property Rentals		28,000	28,000	28,000
				Verizon lease of cell tower on Fire Department property				
33,728	49,310	38,000	TOTAL CHARGES FOR SERVICES			40,500	40,500	40,500

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 15 - FIRE Section : 070 - FIRE ADMINISTRATION & OPERATIONS Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
<u>FINES AND FORFEITURES</u>								
100	600	1,200	6115	Code Enforcement Decreased due to covid		600	600	600
100	600	1,200	<u>TOTAL FINES AND FORFEITURES</u>			600	600	600
<u>MISCELLANEOUS</u>								
20,468	20,909	22,000	6310-07	Interest - LOSAP Interest earned on funds set aside for Length of Service Award Program (LOSAP), the City's retirement benefit program for volunteer firefighters.		25,000	25,000	25,000
945	0	1,000	6410	Donations - Fire Donations received to help support the Fire Department.		1,000	1,000	1,000
89,403	23,116	15,000	6600	Other Income Sale of surplus property		10,000	10,000	10,000
727	1,860	0	6600-05	Other Income - Workers' Comp Reimbursement		0	0	0
9,632	24,266	22,000	6600-07	Other Income - LOSAP Cash surrender value of life insurance policies purchased for volunteer firefighters as part of the Length of Service Award Program (LOSAP).		24,000	24,000	24,000
0	0	35,550	6600-22	Other Income - Airshow		26,000	26,000	26,000
121,175	70,150	95,550	<u>TOTAL MISCELLANEOUS</u>			86,000	86,000	86,000
884,220	743,286	1,163,626	<i>TOTAL RESOURCES</i>			1,126,236	1,126,236	1,126,236

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 15 - FIRE Section : 070 - FIRE ADMINISTRATION & OPERATIONS Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
REQUIREMENTS							
PERSONNEL SERVICES							
-4,203	4,521	0	7000	Salaries & Wages	0	0	0
1,272,743	1,333,449	1,472,905	7000-05	Salaries & Wages - Regular Full Time	1,620,634	1,591,911	1,591,911
				Fire Chief - 0.75 FTE			
				Assistant Chief - Operations - 0.50 FTE			
				Assistant Chief - Training - 0.75 FTE			
				Fire Battalion Chief - 1.05 FTE			
				Fire Lieutenant - 1.05 FTE			
				Fire Engineer - 1.05 FTE			
				Firefighter - 10.85 FTE			
				Management Support Supervisor - 0.75 FTE			
				Support Services Technician - 1.00 FTE			
				Management Support Specialist - Senior - 0.25 FTE			
				*FTE total does not reflect three Firefighter positions budgeted at 8 months for anticipated vacancies.			
28,061	21,901	46,800	7000-10	Salaries & Wages - Regular Part Time	41,948	41,948	41,948
				Firefighter / Paramedic - 0.56 FTE			
6,423	7,256	0	7000-15	Salaries & Wages - Temporary	18,000	18,000	18,000
				Extra Help - Clerical - 0.34 FTE			
				Extra Help - Fire - 0.24 FTE			
23,950	24,815	30,000	7000-17	Salaries & Wages - Volunteer Reimbursement	30,000	30,000	30,000
				Support for McMinnville Fire Volunteer Association (MFVA) program. Reimburses volunteers for participation on a "point-per-event" basis and helps off-set volunteers' costs for clothing, gasoline, training, etc.			
160,356	179,976	177,877	7000-20	Salaries & Wages - Overtime	185,028	185,028	185,028
112	308	420	7000-37	Salaries & Wages - Medical Opt Out Incentive	900	900	900
-451	1,566	0	7300	Fringe Benefits	0	0	0
89,878	94,779	105,536	7300-05	Fringe Benefits - FICA - Social Security	114,345	112,608	112,608
21,049	22,166	24,790	7300-06	Fringe Benefits - FICA - Medicare	27,502	27,087	27,087
460,739	485,942	565,405	7300-15	Fringe Benefits - PERS - OPSRP - IAP	609,056	599,463	599,463
250,065	255,588	289,069	7300-20	Fringe Benefits - Medical Insurance	320,816	323,992	323,992
52,279	51,938	56,455	7300-22	Fringe Benefits - VEBA Plan	64,800	65,500	65,500
1,725	1,733	1,881	7300-25	Fringe Benefits - Life Insurance	1,198	1,198	1,198
6,665	6,947	7,570	7300-30	Fringe Benefits - Long Term Disability	3,114	3,296	3,296
45,464	47,068	59,604	7300-35	Fringe Benefits - Workers' Compensation Insurance	67,891	66,767	66,767
481	455	549	7300-37	Fringe Benefits - Workers' Benefit Fund	555	555	555

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 15 - FIRE Section : 070 - FIRE ADMINISTRATION & OPERATIONS Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
247	312	0	7300-40	Fringe Benefits - Unemployment		0	0	0
2,147	1,729	2,800	7400-05	Fringe Benefits - Volunteers - Life Insurance		240	240	240
13,436	11,280	13,999	7400-10	Fringe Benefits - Volunteers - Workers' Compensation Insurance		14,018	14,018	14,018
20,053	19,716	21,876	7400-15	Fringe Benefits - Volunteers - Fire Volunteer LOSA - Current Length of Service Award Program (LOSAP) is retirement plan for volunteer firefighters. When volunteer reaches entitlement age, City either purchases annuity or pays monthly benefit to volunteer directly from plan assets.		22,000	22,000	22,000
9,040	0	1,860	7400-21	Fringe Benefits - Volunteers - Fire Volunteer LOSA - Life Ins		0	0	0
7,347	7,347	7,500	7400-25	Fringe Benefits - Volunteers - Volunteer Accident Insurance		7,500	7,500	7,500
2,467,607	2,580,790	2,886,896	TOTAL PERSONNEL SERVICES			3,149,545	3,112,011	3,112,011
MATERIALS AND SERVICES								
0	0	0	7530	Training		0	0	0
1,736	1,451	2,200	7540	Employee Events Costs shared city-wide for employee training, materials, and events.		4,700	4,700	4,700
25,269	23,407	22,600	7550	Travel & Education Funds for annual employee training Cost increase in 2023 are due to a number of new employees and new supervisors.		30,500	30,500	30,500
			Description	Units	Amt/Unit	Total		
			OR Office Admin Conference	2	500	1,000		
			Executive Development	3	1,500	4,500		
			SCBA Maintenance Training	2	800	1,600		
			National Fire Academy	3	500	1,500		
			Supervisors Training	5	1,000	5,000		
			SDAO	4	1,200	4,800		
			National Conference	3	1,500	4,500		
			ICMA Leadership Academy	2	1,800	3,600		
			CFO Credential Training	1	2,000	2,000		
			OEDI	1	2,000	2,000		
17,792	19,113	20,000	7590	Fuel - Vehicle & Equipment Fuel rates have gotten higher and call volume has grown.		30,000	30,000	30,000
13,888	15,843	15,000	7600	Utilities		17,000	17,000	17,000
0	0	0	7600-04	Utilities - Water		0	0	0
23,000	24,300	27,100	7610-05	Insurance - Liability		30,110	30,110	30,110
27,300	31,300	30,700	7610-10	Insurance - Property		34,500	34,500	34,500
23,575	23,597	24,000	7620	Telecommunications This represents a 75% Fire 25% Ambulance for Yamhill County Telecom to be consistent with other utility charges for the department.		25,000	25,000	25,000

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 15 - FIRE Section : 070 - FIRE ADMINISTRATION & OPERATIONS Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
11,145	7,319	16,118	7630-05	Uniforms - Employee	Career, part-time, and volunteer fire uniforms increase due to number of new employees and volunteers. Increase due to Class A uniforms allowed by Contract	16,000	16,000	16,000
51,904	52,384	70,000	7630-15	Uniforms - Protective Clothing	Safety clothing for firefighting and OSHA compliance. National Fire Protection Association (NFPA) requires replacement of all turnouts over 10 years old. Cost remined higher due to new employees	70,000	70,000	70,000
9,382	8,842	9,000	7650	Janitorial	Three days per week janitorial services and supplies - 25% shared with Ambulance Fund.	9,000	9,000	9,000
31,298	26,160	30,000	7660	Materials & Supplies	\$11,000 increase for Health and Wellness Incentive for represented members	41,000	41,000	41,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Health and Wellness Incentive for represented members	44	250	11,000	
				Misc Materials & Supplies	1	30,000	30,000	
1,069	0	1,000	7680	Materials & Supplies - Donations		1,000	1,000	1,000
620	2,391	3,000	7700	Hazardous Materials		3,000	3,000	3,000
0	0	0	7710	Materials & Supplies - Grants		0	0	0
4,775	1,340	4,000	7720	Repairs & Maintenance		4,000	4,000	4,000
4,748	2,790	5,000	7720-06	Repairs & Maintenance - Equipment		5,000	5,000	5,000
63,399	72,486	36,250	7720-08	Repairs & Maintenance - Building Repairs	Ongoing Facility Decontamination and aging building continue to cause elevated costs.	56,000	56,000	56,000
98,474	99,566	60,000	7720-14	Repairs & Maintenance - Vehicles	Increase due to aging fleet increasing costs. Account used for Fleet maintenance both PM and unscheduled maintenance.	60,000	60,000	60,000
14,442	9,828	10,000	7720-16	Repairs & Maintenance - Radio & Pagers	Costs for reprogramming dual band radios	10,000	10,000	10,000
7,412	3,163	6,000	7720-22	Repairs & Maintenance - Breathing Apparatus	Repairs and Maintenance of SCBA's	6,000	6,000	6,000

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 15 - FIRE Section : 070 - FIRE ADMINISTRATION & OPERATIONS Program : N/A				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
113,934	74,404	128,210	7750	Professional Services			123,100	123,100	123,100
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Labor Attorney /Arb	1	15,000	15,000		
				NFPA Physicals	65	700	45,500		
				New Employee Physicals	5	750	3,750		
				New Employee Psychological Testing	5	450	2,250		
				National Testing Network	1	175	175		
				Peer Support Contract 35%	1	1,050	1,050		
				MSDS Online 75%	1	1,125	1,125		
				Consolidation Election	1	25,000	25,000		
				Lexipol Policy Program 50%	1	5,000	5,000		
				Losap Actuarial	1	8,500	8,500		
				Consolidation Meetings	1	15,000	15,000		
				On and Off Mental Health Platform 50%	1	750	750		
0	0	0	7750-01	Professional Services - Audit & other city-wide prof svc			7,140	7,140	7,140
				Costs shared city-wide for Audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses					
17,027	16,180	40,539	7790	Maintenance & Rental Contracts			41,539	41,539	41,539
				Annual facility and vehicle maintenance contracts					
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				MTS Storage	1	6,800	6,800		
				HVAC Maintenance 75%	1	6,750	6,750		
				Extinguisher Maintenance	1	750	750		
				Fire Sprinkler System	1	1,500	1,500		
				Fire Alarm System	1	750	750		
				NFPA Vehicle Inspections	6	1,350	8,100		
				Breathing Apparatus Bench Testing	1	6,100	6,100		
				Copier Contract	1	2,300	2,300		
				Crew Sense Scheduling	1	3,154	3,154		
				Active 911 Alerting	1	1,335	1,335		
				NFPA Training Bldg INspection	1	4,000	4,000		
4,449	36,203	6,000	7800	M & S Equipment			6,000	6,000	6,000
2,074	5,261	5,000	7800-09	M & S Equipment - Radios			5,000	5,000	5,000
0	496	5,000	7800-30	M & S Equipment - Breathing Apparatus			5,000	5,000	5,000
0	0	0	7820	M & S Equipment - Grants			0	0	0
21,573	24,643	35,859	7840	M & S Computer Charges			48,516	48,516	48,516
				I.S. Fund materials & supplies costs shared city-wide					
40,387	41,427	45,600	7840-30	M & S Computer Charges - Fire			40,940	40,940	40,940

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 15 - FIRE Section : 070 - FIRE ADMINISTRATION & OPERATIONS Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			ESO-100% RMS maint, 50% split with AMB for Personnel	1	9,000	9,000		
			Netmotion maintenance 25% - shared with PD, AMB	1	1,300	1,300		
			Central Square mobile/switch maint-65% shared with AMB	1	6,000	6,000		
			Target training - 50% shared with AMB	1	4,100	4,100		
			Fire Inspection software maint	1	2,500	2,500		
			Office 365 Licensing	16	240	3,840		
			Lexipol policy software	1	5,000	5,000		
			Cradlepoint maintenance	1	1,200	1,200		
			Mobile replacements	2	2,500	5,000		
			Desktop replacements	1	1,500	1,500		
			TV/Fire stick for main station	1	1,500	1,500		
66,642	68,636	68,486	8090 Hydrant Rental & Maintenance				70,000	70,000
			Hydrant rental and maintenance fee paid monthly to McMinnville Water & Light.					
11,257	3,786	7,000	8110 Hoses, Nozzles, & Adapters				18,000	18,000
			Fire hose, nozzles, and adapters with values under \$5,000. Increase in 23 is due to a replacement plan for 45 department nozzles to be phased in over several years					
4,857	5,185	5,184	8120 Hose & Ladder Testing				5,500	5,500
			Testing of all department hose and ground ladder inventory per National Fire Protection Association and safety standards. Increase is to add annual SCBA testing to the account.					
713,427	701,500	738,846	TOTAL MATERIALS AND SERVICES			823,545	823,545	823,545
			CAPITAL OUTLAY					
0	67,153	0	8710 Equipment			0	0	0
0	0	350,000	8720 Equipment - Grants			400,000	400,000	400,000
			SCBA Replacement through FEMA Grants Revenue is in line 01-15-070-4545. There is a 10% match required.					
2,445	0	3,956	8750 Capital Outlay Computer Charges			10,189	0	0
			I.S. Fund capital outlay costs shared city-wide					
0	16,755	0	8750-30 Capital Outlay Computer Charges - Fire			0	0	0
-217	68,679	0	8800 Building Improvements			20,000	0	0
119,981	44,993	0	8850 Vehicles			55,000	0	0
122,209	197,580	353,956	TOTAL CAPITAL OUTLAY			485,189	400,000	400,000
			DEBT SERVICE					
85,418	88,087	88,086	9442-05 2014 Fire Vehicle Financing - Principal			93,677	93,677	93,677
			Principal payment for loan authorized in 2014-15. Loan proceeds used to purchase new ladder truck, engine and used water tender					

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 15 - FIRE Section : 070 - FIRE ADMINISTRATION & OPERATIONS Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
29,873	27,205	27,205	9442-10	2014 Fire Vehicle Financing - Interest Interest payment for loan	21,615	21,615	21,615
115,291	115,291	115,291	<u>TOTAL DEBT SERVICE</u>		115,292	115,292	115,292
3,418,535	3,595,162	4,094,989	<u>TOTAL REQUIREMENTS</u>		4,573,571	4,450,848	4,450,848

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 15 - FIRE Section : 073 - FIRE PREVENTION & LIFE SAFETY Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
REQUIREMENTS							
PERSONNEL SERVICES							
206,380	222,598	210,593	7000-05	Salaries & Wages - Regular Full Time Assistant Chief - Fire Marshal - 1.00 FTE Deputy Fire Marshal -1.00 FTE	227,849	227,849	227,849
1,805	285	0	7000-17	Salaries & Wages - Volunteer Reimbursement	0	0	0
9,008	6,892	10,004	7000-20	Salaries & Wages - Overtime	9,996	9,996	9,996
13,118	13,909	13,457	7300-05	Fringe Benefits - FICA - Social Security	14,390	14,390	14,390
3,068	3,253	3,161	7300-06	Fringe Benefits - FICA - Medicare	3,448	3,448	3,448
73,946	77,795	76,160	7300-15	Fringe Benefits - PERS - OPSRP - IAP	74,649	74,649	74,649
39,783	38,113	41,940	7300-20	Fringe Benefits - Medical Insurance	37,291	37,291	37,291
7,500	7,500	7,500	7300-22	Fringe Benefits - VEBA Plan	6,500	6,500	6,500
216	216	216	7300-25	Fringe Benefits - Life Insurance	132	132	132
1,126	1,136	1,122	7300-30	Fringe Benefits - Long Term Disability	510	510	510
7,842	7,795	8,287	7300-35	Fringe Benefits - Workers' Compensation Insurance	9,300	9,300	9,300
45	40	46	7300-37	Fringe Benefits - Workers' Benefit Fund	46	46	46
7	14	0	7300-40	Fringe Benefits - Unemployment	0	0	0
116	19	201	7400-10	Fringe Benefits - Volunteers - Workers' Compensation Insurance	200	200	200
363,958	379,565	372,687	TOTAL PERSONNEL SERVICES		384,311	384,311	384,311
MATERIALS AND SERVICES							
209	174	300	7540	Employee Events Costs shared city-wide for employee training, materials, and events.	300	300	300
5,078	2,908	5,000	7550	Travel & Education Ongoing training to maintain certification	5,000	5,000	5,000
0	0	0	7680	Materials & Supplies - Donations	0	0	0
1,540	1,540	1,600	7750	Professional Services	1,540	1,540	1,540
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	50	50	50
9,343	3,652	5,000	8080	Fire Prevention Education	5,000	5,000	5,000
16,170	8,274	11,900	TOTAL MATERIALS AND SERVICES		11,890	11,890	11,890
380,128	387,839	384,587	TOTAL REQUIREMENTS		396,201	396,201	396,201

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 15 - FIRE Section : 079 - AMBULANCE Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
RESOURCES							
INTERGOVERNMENTAL							
0	0	130,800	4545	Federal FEMA Grant	0	0	0
0	0	0	4546	American Rescue Plan	250,000	250,000	250,000
51,673	0	0	4549-05	US Dept of Health & Human Services - CARES Act Provider Relief Fund	0	0	0
289,895	112,087	136,750	4555	Ground Emergency Medical Transport (GEMT) Reimbursement Federal funds passed through State to City. Reimbursement to City for 50% of difference between amount paid by Medicaid and cost for service, as calculated using pre-approved methodology. Only Fee for service accounts reimbursed not CCO accounts	119,000	119,000	119,000
0	0	0	4555-05	Ground Emergency Medical Transport (GEMT) Reimbursement - Coordinated Care Org (CCO) These funds are a supplemental payment for CCO transports The per transport amount is based on the amount of funds given to the State from the Federal Govt for this program. Last year we transported over 1000 patients	1,000,000	1,000,000	1,000,000
11,959	42,815	15,000	4840-05	OR Conflagration Reimbursement - Personnel Reimbursement for personnel costs due to conflagration deployment during the last year.	10,000	10,000	10,000
0	10,958	0	4840-10	OR Conflagration Reimbursement - Equipment	0	0	0
94,250	95,895	96,343	5035-10	Amity Fire District - Admin/Training Svcs Contract Contract Terminated	0	0	0
19,565	3,822	0	5036	City of Dundee	0	0	0
467,341	265,577	378,893	TOTAL INTERGOVERNMENTAL		1,379,000	1,379,000	1,379,000
CHARGES FOR SERVICES							
2,199,785	2,987,019	3,315,000	5700	Transport Fees Transport fee revenue for Medicare and Medicaid patient accounts includes only "allowed" amounts (Medicare) or the amount that will actually be reimbursed (Medicaid). All other patient accounts reflect the full amount of charges for the transport base rate and mileage. FY 23 increase of \$160,000 is due to increased staffing .	3,375,000	3,536,000	3,536,000
134,925	136,092	135,000	5710	FireMed Fees Fees collected from FireMed subscribers. City writes off amount owing on subscriber's account after payment(s) is received from insurance provider. The City is partnering with Life Flight to manage the program.	136,000	136,000	136,000
2,334,710	3,123,111	3,450,000	TOTAL CHARGES FOR SERVICES		3,511,000	3,672,000	3,672,000

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 15 - FIRE Section : 079 - AMBULANCE Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
<u>MISCELLANEOUS</u>								
0	0	0	6460	Donations - Ambulance Donations received to help support ambulance operations expended through expenditure account 7680, Materials and Supplies-Donations.	0	0	0	
8,464	10,778	0	6600	Other Income	0	0	0	
1,350	3,455	0	6600-05	Other Income - Workers' Comp Reimbursement	0	0	0	
0	0	22,000	6600-22	Other Income - Airshow	15,000	15,000	15,000	
54,953	22,280	10,000	6610	Collections - EMS Collection agency payments from ambulance past-due Accounts Receivable accounts previously turned to collections. These collections are only from previous accounts to SDW contract.	10,000	10,000	10,000	
64,768	36,513	32,000	<u>TOTAL MISCELLANEOUS</u>			25,000	25,000	25,000
<u>OTHER FINANCING SOURCE</u>								
0	29,447	0	6845	Proceeds from asset sale	0	0	0	
0	29,447	0	<u>TOTAL OTHER FINANCING SOURCE</u>			0	0	0
2,866,819	3,454,649	3,860,893	<i>TOTAL RESOURCES</i>			4,915,000	5,076,000	5,076,000

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 15 - FIRE Section : 079 - AMBULANCE Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
REQUIREMENTS							
PERSONNEL SERVICES							
-3,976	6,822	0	7000	Salaries & Wages	0	0	0
2,020,333	2,072,507	2,171,459	7000-05	Salaries & Wages - Regular Full Time	2,475,495	2,422,150	2,422,150
				Fire Chief - 0.25 FTE			
				Assistant Chief - Operations - 0.50 FTE			
				Assistant Chief - Training - 0.25 FTE			
				Fire Battalion Chief - 1.95 FTE			
				Fire Lieutenant - 1.95 FTE			
				Fire Engineer - 1.95 FTE			
				Firefighter - 20.15 FTE			
				Management Support Supervisor - 0.25 FTE			
				Management Support Specialist - Senior - 0.75 FTE			
				*FTE total does not reflect three Firefighter positions budgeted at 8 months for anticipated vacancies.			
52,114	40,673	86,913	7000-10	Salaries & Wages - Regular Part Time	77,904	77,904	77,904
				Firefighter / Paramedic - 1.04 FTE			
				These positions will be single role paramedics on the Day Car			
267,647	277,317	300,122	7000-20	Salaries & Wages - Overtime	314,976	314,976	314,976
208	572	780	7000-37	Salaries & Wages - Medical Opt Out Incentive	300	300	300
-737	2,609	0	7300	Fringe Benefits	0	0	0
141,164	144,857	155,293	7300-05	Fringe Benefits - FICA - Social Security	173,427	170,197	170,197
33,068	33,878	37,112	7300-06	Fringe Benefits - FICA - Medicare	41,595	40,819	40,819
739,997	768,075	854,303	7300-15	Fringe Benefits - PERS - OPSRP - IAP	948,886	931,068	931,068
383,649	379,519	408,776	7300-20	Fringe Benefits - Medical Insurance	509,240	515,132	515,132
84,721	81,312	85,420	7300-22	Fringe Benefits - VEBA Plan	104,700	106,000	106,000
2,739	2,677	2,772	7300-25	Fringe Benefits - Life Insurance	1,891	1,891	1,891
10,444	10,599	11,220	7300-30	Fringe Benefits - Long Term Disability	4,607	4,948	4,948
76,827	77,399	95,040	7300-35	Fringe Benefits - Workers' Compensation Insurance	109,603	107,514	107,514
782	715	814	7300-37	Fringe Benefits - Workers' Benefit Fund	900	900	900
2,165	173	0	7300-40	Fringe Benefits - Unemployment	0	0	0
3,811,146	3,899,705	4,210,024	TOTAL PERSONNEL SERVICES		4,763,524	4,693,799	4,693,799
MATERIALS AND SERVICES							
3,200	1,978	1,600	7500	Credit Card Fees	1,600	1,600	1,600

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 15 - FIRE Section : 079 - AMBULANCE Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
2,706	2,261	3,300	7540	Employee Events	Costs shared city-wide for employee training, materials, and events.	3,300	3,300	3,300
19,406	18,203	18,000	7550	Travel & Education	Training for ongoing certification and newly promoted and hired employees	32,000	32,000	32,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Ambulance Billing	2	2,000	4,000	
				EMS Leadership	2	2,000	4,000	
				National Conference	3	3,000	9,000	
				Oregon EMS Conference	6	1,000	6,000	
				PALS/ ACLS	45	200	9,000	
31,811	35,469	33,000	7590	Fuel - Vehicle & Equipment	Increased fuel costs and EMS call volume increasing costs.	75,000	75,000	75,000
4,443	5,099	5,000	7600	Utilities		5,500	5,500	5,500
0	0	0	7600-04	Utilities - Water		0	0	0
25,900	27,800	30,200	7610-05	Insurance - Liability		35,280	35,280	35,280
13,700	17,000	17,400	7610-10	Insurance - Property		19,070	19,070	19,070
24,184	26,577	25,000	7620	Telecommunications	Yamhill County Telecom to be consistent with other utility charges for the department.	27,000	27,000	27,000
19,168	9,936	29,932	7630-05	Uniforms - Employee	Career and volunteer fire uniforms. Increase to cover Class A uniform purchases per contract	29,932	29,932	29,932
0	63	500	7640	Laundry		1,000	1,000	1,000
3,697	2,931	4,000	7650	Janitorial	Three days per week janitorial services and supplies - 75% shared with Fire Department in General Fund.	4,000	4,000	4,000
31,252	23,250	32,000	7660	Materials & Supplies		36,125	36,125	36,125
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Transfer Meal reimbursement	275	15	4,125	
				Misc Materials & Supplies	1	32,000	32,000	
3,029	21	500	7660-15	Materials & Supplies - Postage		0	0	0
134,557	126,528	125,000	7660-45	Materials & Supplies - Medical Equipment & Supplies	Supplies and PPE used by EMS system continued elevated costs due to COVID	125,000	125,000	125,000
1,445	1,425	1,500	7660-55	Materials & Supplies - Oxygen		1,500	1,500	1,500
0	0	0	7680	Materials & Supplies - Donations		0	0	0
3,167	2,565	6,000	7720-06	Repairs & Maintenance - Equipment		6,000	6,000	6,000
22,195	23,674	19,000	7720-08	Repairs & Maintenance - Building Repairs		20,000	20,000	20,000
34,695	73,182	50,000	7720-14	Repairs & Maintenance - Vehicles	Major maintenance is done by outside mechanics . Fleet is aging.	60,000	60,000	60,000

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 15 - FIRE Section : 079 - AMBULANCE Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
12,670	12,734	10,000	7720-16	Repairs & Maintenance - Radio & Pagers	Increases continue due to required reprogramming 800 MHz radios to digital.	10,000	10,000	10,000
20,308	19,794	26,000	7735	Rental Property	Substation rental property; includes rent and utilities and direct costs associated with that location.	26,000	26,000	26,000
170,651	217,232	202,700	7750	Professional Services		207,150	207,150	207,150
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Medical Director Contract	1	12,000	12,000	
				Peer Support Contract	1	2,600	2,600	
				Labor Attorney/Arbitration	1	15,000	15,000	
				National Testing Network	1	225	225	
				OHA Licensing	6	200	1,200	
				MSDS Online	1	375	375	
				SDW Ambulance Billing	1	125,000	125,000	
				Lexipol Policy system	1	5,000	5,000	
				GEMT Grant writer	1	20,000	20,000	
				Fire Med Processing Fee Life Flight	1	25,000	25,000	
				On and Off Mental Health Platform 50%	1	750	750	
0	0	0	7750-01	Professional Services - Audit & other city-wide prof svc		6,370	6,370	6,370
				Costs shared city-wide for Audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses				
18,000	14,102	10,731	7790	Maintenance & Rental Contracts		10,731	10,731	10,731
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				MTS Storage 25%	1	2,181	2,181	
				HVAC Maintenance 25%	1	2,250	2,250	
				Copier Contract	1	2,300	2,300	
				Stryker Defibrillator Service Contract	1	4,000	4,000	
10,635	26,462	15,000	7800	M & S Equipment		15,000	15,000	15,000
1,846	2,634	5,000	7800-09	M & S Equipment - Radios		5,000	5,000	5,000
25,325	28,929	29,456	7840	M & S Computer Charges		32,344	32,344	32,344
				I.S. Fund materials & supplies costs shared city-wide				

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 15 - FIRE Section : 079 - AMBULANCE Program : N/A				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
28,192	13,942	31,570	7840-95	M & S Computer Charges - Ambulance				44,420	44,420	44,420
				Description	Units	Amt/Unit	Total			
				ESO Chart maintenance	1	12,500	12,500			
				ESO Inventory module	1	5,000	5,000			
				Netmotion maintenance 25% - shared with PD, FD	1	1,300	1,300			
				Central Square maint - 35%, shared with FD	1	3,000	3,000			
				ESO Personnel maintenance 50% - shared with FD	1	1,500	1,500			
				Target software maintenance	1	4,100	4,100			
				Office 365 Licensing	18	240	4,320			
				Respond Billing maintenance	1	8,000	8,000			
				Cradlepoint maintenance	1	1,200	1,200			
				Desktop replacement	1	1,500	1,500			
				R12 peripherals	1	2,000	2,000			
1,375	0	0	8070	FireMed Promotion				0	0	0
667,558	733,790	732,389	TOTAL MATERIALS AND SERVICES					839,322	839,322	839,322
CAPITAL OUTLAY										
39,685	0	0	8710	Equipment				95,000	0	0
0	281,887	0	8710-22	Equipment - EMS Defibrillators				0	0	0
2,870	0	3,249	8750	Capital Outlay Computer Charges				6,793	0	0
				I.S. Fund capital outlay costs shared city-wide						
16,675	10,085	3,400	8750-95	Capital Outlay Computer Charges - Ambulance				24,000	0	0
-72	22,362	0	8800	Building Improvements				0	0	0
168,918	0	0	8850	Vehicles				450,000	450,000	450,000
				Retro Fit 1 ambulance box to a new Chassis. Purchase 1 ambulance with ARPA funds						
				Description	Units	Amt/Unit	Total			
				New Ambulance ARPA funded	1	250,000	250,000			
				Refurbish 1 Ambulance	1	200,000	200,000			
228,076	314,334	6,649	TOTAL CAPITAL OUTLAY					575,793	450,000	450,000
4,706,780	4,947,828	4,949,062	TOTAL REQUIREMENTS					6,178,639	5,983,121	5,983,121

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 001 - ADMINISTRATION Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
RESOURCES									
MISCELLANEOUS									
3,419	98	3,000	6420	Donations - Parks & Recreation			2,000	2,000	2,000
0	1,000	5,000	6420-02	Donations - Parks & Recreation - Community Events			5,000	5,000	5,000
0	0	1,000	6420-05	Donations - Parks & Recreation - Scholarships			1,000	1,000	1,000
7,854	0	3,000	6600	Other Income			3,000	3,000	3,000
Miscellaneous Income including large event permits.									
11,273	1,098	12,000	TOTAL MISCELLANEOUS			11,000	11,000	11,000	
11,273	1,098	12,000	TOTAL RESOURCES			11,000	11,000	11,000	

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 001 - ADMINISTRATION Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
REQUIREMENTS								
PERSONNEL SERVICES								
50	-651	0	7000	Salaries & Wages	0	0	0	
114,494	112,043	116,721	7000-05	Salaries & Wages - Regular Full Time Parks & Recreation Director - 1.00 FTE	129,563	129,563	129,563	
1,200	1,200	1,200	7000-37	Salaries & Wages - Medical Opt Out Incentive	0	0	0	
23	-312	0	7300	Fringe Benefits	0	0	0	
7,173	7,021	7,292	7300-05	Fringe Benefits - FICA - Social Security	7,839	7,839	7,839	
1,678	1,642	1,652	7300-06	Fringe Benefits - FICA - Medicare	1,879	1,879	1,879	
42,448	41,724	42,136	7300-15	Fringe Benefits - PERS - OPSRP - IAP	46,785	46,785	46,785	
0	0	0	7300-20	Fringe Benefits - Medical Insurance	16,080	16,080	16,080	
0	0	0	7300-22	Fringe Benefits - VEBA Plan	2,000	2,000	2,000	
108	108	108	7300-25	Fringe Benefits - Life Insurance	60	60	60	
631	642	620	7300-30	Fringe Benefits - Long Term Disability	287	287	287	
2,055	2,017	2,142	7300-35	Fringe Benefits - Workers' Compensation Insurance	1,762	1,762	1,762	
22	19	23	7300-37	Fringe Benefits - Workers' Benefit Fund	23	23	23	
390	489	699	7400-10	Fringe Benefits - Volunteers - Workers' Compensation Insurance	698	698	698	
170,271	165,942	172,593	TOTAL PERSONNEL SERVICES			206,976	206,976	206,976
MATERIALS AND SERVICES								
81	0	0	7520	Public Notices & Printing Moved to 7520-15, Public Notice & Printing - Brochure	0	0	0	
32,318	24,129	45,000	7520-15	Public Notices & Printing - Brochure Outreach and inclusion efforts to reach the full community in different ways (example: radio, social media bumps, specialized mailers, rec guide, banners,) as well as translation costs.	47,000	47,000	47,000	
105	88	200	7540	Employee Events Costs shared city-wide for employee training, materials, and events.	200	200	200	
5,461	2,927	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	
800	800	900	7610-05	Insurance - Liability	1,060	1,060	1,060	
0	0	0	7610-10	Insurance - Property	0	0	0	
624	499	700	7620	Telecommunications	700	700	700	
2,473	1,121	0	7660	Materials & Supplies	1,000	1,000	1,000	

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 001 - ADMINISTRATION Program : N/A				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
0	98	0	7680	Materials & Supplies - Donations			2,000	2,000	2,000
			Matching line for admin donations - 6420						
48,813	173,462	95,200	7750	Professional Services			135,000	25,000	25,000
			Core Services: MacPAC Continuity of work was removed. Remaining funds support cost of background checks and other minor consultant projects (teambuilding/dept strategic planning).						
0	0	0	7750-01	Professional Services - Audit & other city-wide prof svc			600	600	600
			Costs shared city-wide for Audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses						
938	1,071	1,281	7840	M & S Computer Charges			1,470	1,470	1,470
			I.S. Fund materials & supplies costs shared city-wide						
1,200	1,231	14,040	7840-35	M & S Computer Charges - Parks & Rec Administration			16,280	16,280	16,280
			<u>Description</u>			<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
			Office 365 Licensing			1	240	240	
			WhenToWork software			1	600	600	
			Activenet annual maintenance			1	1,440	1,440	
			Activenet Mobile			1	14,000	14,000	
16,157	19,836	22,000	8140	Community Events			40,000	25,000	25,000
			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.						
108,970	225,263	189,321	TOTAL MATERIALS AND SERVICES				255,310	130,310	130,310
CAPITAL OUTLAY									
106	0	141	8750	Capital Outlay Computer Charges			309	0	0
			I.S. Fund capital outlay costs shared city-wide						
106	0	141	TOTAL CAPITAL OUTLAY				309	0	0
279,347	391,205	362,055	TOTAL REQUIREMENTS				462,595	337,286	337,286

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 087 - AQUATIC CENTER Program : 501 - ADMINISTRATION			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
RESOURCES								
CHARGES FOR SERVICES								
22,324	4,722	25,000	5360-05	Admissions - Child/Student		30,000	30,000	30,000
Aquatic Center daily child/student admission fees. 22-23: Proposal is estimated 75-80% of normal revenue pre-covid.								
36,377	16,725	40,000	5360-10	Admissions - Adult/Seniors		45,000	45,000	45,000
Aquatic Center daily adult/senior admission fees. 22-23: Proposal is estimated 75-80% of normal revenue pre-covid.								
51,558	11,218	45,000	5370-05	Memberships - Family		52,500	52,500	52,500
Aquatic Center family memberships. 22-23: Proposal is estimated 75-80% of normal revenue pre-covid.								
81,529	30,575	75,000	5370-10	Memberships - Individual		85,000	85,000	85,000
Aquatic Center individual memberships. 22-23: Proposal is estimated 75-80% of normal revenue pre-covid.								
10,514	0	7,500	5380-05	Facility Rentals - Pool & Facility		12,000	12,000	12,000
Aquatic Center facility rental fees received from private groups, public agencies, schools, businesses, and other organizations. 22-23: reasonable guess/estimate								
9,525	11,654	12,000	5380-10	Facility Rentals - McM Swim Club & McM High School		15,000	15,000	15,000
Mac Swim Club (MSC) and Mac High School swim team reimbursement for lifeguard costs from meets/practices.								
Budget Note: In addition, the MSC families purchase approximately \$25,000 in family and single memberships.								
22-23: reasonable guess/estimate based on annual contract with the MSC.								
2,550	0	1,500	5380-15	Facility Rentals - Lockers & Equipment		3,500	3,500	3,500
22-23: reasonable guess/estimate								
214,376	74,894	206,000	TOTAL CHARGES FOR SERVICES			243,000	243,000	243,000
MISCELLANEOUS								
0	0	0	6420	Donations - Parks & Recreation		0	0	0
471	0	500	6420-05	Donations - Parks & Recreation - Scholarships		0	0	0
Donations that fund expenditure account 7680, Materials & Supplies-Donations. Donations provide swim lesson scholarships (Ken Hill Scholarship Fund).								
1,010	0	580	6420-10	Donations - Parks & Recreation - Equipment		0	0	0
Donations that fund Aquatic Center expenditure account 7810, M&S Equipment-Donations. Donations used to purchase Aquatic Center equipment.								
33	0	100	6600	Other Income		100	100	100

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 087 - AQUATIC CENTER Program : 501 - ADMINISTRATION	2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
1,514	0	1,180	<u>TOTAL MISCELLANEOUS</u>	100	100	100
215,890	74,894	207,180	<i>TOTAL RESOURCES</i>	243,100	243,100	243,100

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 087 - AQUATIC CENTER Program : 501 - ADMINISTRATION		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
REQUIREMENTS							
PERSONNEL SERVICES							
-3,928	1,519	0	7000	Salaries & Wages	0	0	0
189,625	198,185	204,744	7000-05	Salaries & Wages - Regular Full Time Recreation Manager - 1.00 FTE Recreation Supervisor - 1.00 FTE Management Support Specialist - 1.00 FTE	224,123	224,123	224,123
31,368	28,431	30,753	7000-10	Salaries & Wages - Regular Part Time Recreation Program Coordinator - 0.60 FTE	33,720	33,720	33,720
111,673	70,032	138,749	7000-15	Salaries & Wages - Temporary Extra Help - Aquatics I, II, III - Lifeguard - 4.77 FTE Extra Help - Aquatics I, II, III - Office - 0.78 FTE	167,253	167,253	167,253
22-23: Proposal is an estimated 82.5% of normal part-time staff pre-covid hours.							
296	105	265	7000-20	Salaries & Wages - Overtime	290	290	290
-657	-161	0	7300	Fringe Benefits	0	0	0
20,243	17,993	23,080	7300-05	Fringe Benefits - FICA - Social Security	25,736	25,736	25,736
4,734	4,208	5,220	7300-06	Fringe Benefits - FICA - Medicare	6,168	6,168	6,168
93,732	87,888	102,899	7300-15	Fringe Benefits - PERS - OPSRP - IAP	107,796	107,796	107,796
49,103	49,942	51,782	7300-20	Fringe Benefits - Medical Insurance	53,580	53,580	53,580
7,000	7,000	7,000	7300-22	Fringe Benefits - VEBA Plan	7,000	7,000	7,000
432	432	432	7300-25	Fringe Benefits - Life Insurance	240	240	240
1,159	1,197	1,174	7300-30	Fringe Benefits - Long Term Disability	558	558	558
12,612	10,115	13,323	7300-35	Fringe Benefits - Workers' Compensation Insurance	12,337	12,337	12,337
188	133	198	7300-37	Fringe Benefits - Workers' Benefit Fund	208	208	208
3,872	4,640	0	7300-40	Fringe Benefits - Unemployment	0	0	0
0	0	50	7400-10	Fringe Benefits - Volunteers - Workers' Compensation Insurance	50	50	50
521,452	481,658	579,669	TOTAL PERSONNEL SERVICES		639,059	639,059	639,059
MATERIALS AND SERVICES							
5,911	2,078	4,500	7500	Credit Card Fees	7,000	7,000	7,000
76	82	100	7530	Training 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.	100	100	100

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 087 - AQUATIC CENTER Program : 501 - ADMINISTRATION		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
378	316	500	7540	Employee Events Costs shared city-wide for employee training, materials, and events.	400	400	400
456	407	750	7550	Travel & Education Primarily re-certification training for Aquatic Center lifeguards. May also include limited registration fees and other expenses associated with professional development workshop.	1,000	1,000	1,000
91,609	73,049	82,500	7600	Utilities	85,000	85,000	85,000
0	0	0	7600-04	Utilities - Water	0	0	0
4,200	4,400	6,100	7610-05	Insurance - Liability	6,810	6,810	6,810
7,300	8,600	9,000	7610-10	Insurance - Property	10,370	10,370	10,370
4,231	4,503	3,750	7620	Telecommunications	4,000	4,000	4,000
26,574	2,601	20,000	7650-10	Janitorial - Services	36,000	36,000	36,000
4,563	1,864	3,000	7650-15	Janitorial - Supplies	4,500	4,500	4,500
437	744	1,250	7660-05	Materials & Supplies - Office Supplies	1,500	1,500	1,500
0	0	0	7680	Materials & Supplies - Donations Funded by revenue account 6420-05, Donations-Parks & Recreation-Scholarships. Aquatic Center swim lesson scholarships (Ken Hill Scholarship Fund).	0	0	0
8,461	4,132	10,000	7690	Chemicals 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.	15,000	15,000	15,000
79,916	36,398	70,500	7720	Repairs & Maintenance General day to day repairs and maintenance of the AC building including hvac, electrical, plumbing and mechanical systems. 21-22: Estimating 6 months of a modified schedule due to covid safety measures and then 6 months of a post-covid schedule.	60,000	60,000	60,000
866	1,026	1,600	7750	Professional Services	0	0	0
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	1,250	1,250	1,250
14,294	10,253	12,000	7790	Maintenance & Rental Contracts	15,000	15,000	15,000
0	0	0	7800	M & S Equipment	0	0	0
29	319	250	7800-03	M & S Equipment - Office Miscellaneous office equipment such as tables and chairs.	250	250	250
0	0	0	7800-36	M & S Equipment - Weight Room	0	0	0
1,010	0	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
4,690	5,357	6,403	7840	M & S Computer Charges I.S. Fund materials & supplies costs shared city-wide	7,351	7,351	7,351

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 087 - AQUATIC CENTER Program : 501 - ADMINISTRATION				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
5,047	1,200	5,420	7840-40	M & S Computer Charges - Aquatic Center				3,640	3,640	3,640
			<u>Description</u>		<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
			Office 365 Licensing		5	240	1,200			
			Activenet annual maintenance		1	1,440	1,440			
			Activenet Peripherals		1	1,000	1,000			
5,368	4,125	4,000	8130	Recreation Program Expenses				7,000	7,000	7,000
			Purchase of general recreation program supplies.							
			*Include additional \$2,500.00 for 1 rescue training manikin, new set of CPR manikins & 1 new training backboard.							
265,414	161,455	241,623	TOTAL MATERIALS AND SERVICES					266,171	266,171	266,171
CAPITAL OUTLAY										
0	0	25,000	8710	Equipment				10,000	0	0
531	0	706	8750	Capital Outlay Computer Charges				1,544	0	0
I.S. Fund capital outlay costs shared city-wide										
531	0	25,706	TOTAL CAPITAL OUTLAY					11,544	0	0
787,398	643,113	846,998	TOTAL REQUIREMENTS					916,774	905,230	905,230

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01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 087 - AQUATIC CENTER Program : 621 - SWIM LESSONS			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
RESOURCES									
CHARGES FOR SERVICES									
40,106	9,714	60,000	5350	Registration Fees			80,000	80,000	80,000
			Aquatic Center - Swim Lessons 22-23: Proposal is estimated 75-80% of normal revenue pre-covid.						
40,106	9,714	60,000	TOTAL CHARGES FOR SERVICES				80,000	80,000	80,000
40,106	9,714	60,000	TOTAL RESOURCES				80,000	80,000	80,000

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01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 087 - AQUATIC CENTER Program : 621 - SWIM LESSONS		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
REQUIREMENTS								
PERSONNEL SERVICES								
15,682	574	20,494	7000-15	Salaries & Wages - Temporary Extra Help - Aquatics I, II, III - 0.66 FTE	20,003	20,003	20,003	
22-23: Proposal is an estimated ~75% of normal part-time staff hours.								
972	36	1,241	7300-05	Fringe Benefits - FICA - Social Security	1,214	1,214	1,214	
227	8	296	7300-06	Fringe Benefits - FICA - Medicare	292	292	292	
2,151	72	2,920	7300-15	Fringe Benefits - PERS - OPSRP - IAP	2,253	2,253	2,253	
0	0	758	7300-35	Fringe Benefits - Workers' Compensation Insurance	581	581	581	
16	1	16	7300-37	Fringe Benefits - Workers' Benefit Fund	16	16	16	
19,048	690	25,725	TOTAL PERSONNEL SERVICES			24,359	24,359	24,359
MATERIALS AND SERVICES								
368	247	500	8130	Recreation Program Expenses Swimming lesson supplies (i.e. candy, lesson toys, masks, snorkels & fins, personal flotation devices). 22-23: reasonable guess/estimate	650	650	650	
368	247	500	TOTAL MATERIALS AND SERVICES			650	650	650
19,416	937	26,225	TOTAL REQUIREMENTS			25,009	25,009	25,009

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01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 087 - AQUATIC CENTER Program : 626 - FITNESS CLASSES			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
RESOURCES								
CHARGES FOR SERVICES								
0	0	0	5350	Registration Fees		0	0	0
0	0	0		TOTAL CHARGES FOR SERVICES		0	0	0
0	0	0		TOTAL RESOURCES		0	0	0

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 087 - AQUATIC CENTER Program : 626 - FITNESS CLASSES			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
REQUIREMENTS								
PERSONNEL SERVICES								
5,786	1,315	10,001	7000-15	Salaries & Wages - Temporary		14,703	14,703	14,703
				Extra Help - Aquatics I, II, III - 0.39 FTE				
359	82	604	7300-05	Fringe Benefits - FICA - Social Security		888	888	888
84	19	145	7300-06	Fringe Benefits - FICA - Medicare		213	213	213
1,035	134	1,426	7300-15	Fringe Benefits - PERS - OPSRP - IAP		1,655	1,655	1,655
0	0	370	7300-35	Fringe Benefits - Workers' Compensation Insurance		427	427	427
5	1	9	7300-37	Fringe Benefits - Workers' Benefit Fund		11	11	11
7,269	1,551	12,555	TOTAL PERSONNEL SERVICES			17,897	17,897	17,897
MATERIALS AND SERVICES								
707	277	750	8130	Recreation Program Expenses		1,000	1,000	1,000
				Fitness program supplies (i.e. exercise belts & hand weights).				
				22-23: reasonable guess/estimate				
707	277	750	TOTAL MATERIALS AND SERVICES			1,000	1,000	1,000
7,977	1,828	13,305	TOTAL REQUIREMENTS			18,897	18,897	18,897

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01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 087 - AQUATIC CENTER Program : 632 - PRO SHOP		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
RESOURCES								
CHARGES FOR SERVICES								
5,695	1,141	4,500	5410	Sales Aquatic Center revenues from sale of swim accessories, related merchandise & vending machine contract. 22-23: reasonable guess/estimate	6,500	6,500	6,500	
5,695	1,141	4,500	TOTAL CHARGES FOR SERVICES			6,500	6,500	6,500
5,695	1,141	4,500	TOTAL RESOURCES			6,500	6,500	6,500

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01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 087 - AQUATIC CENTER Program : 632 - PRO SHOP		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
REQUIREMENTS							
MATERIALS AND SERVICES							
3,589	0	2,000	7660	Materials & Supplies Retail goods purchased for sale to customers; i.e., goggles, caps, etc., in the Aquatic Center Swim Shop. 22-23: reasonable guess/estimate	3,000	3,000	3,000
3,589	0	2,000	TOTAL MATERIALS AND SERVICES		3,000	3,000	3,000
3,589	0	2,000	TOTAL REQUIREMENTS		3,000	3,000	3,000

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01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 087 - AQUATIC CENTER Program : 635 - CLASSES & PROGRAMS		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
RESOURCES							
CHARGES FOR SERVICES							
955	450	750	5350	Registration Fees Aquatic Center - Classes & Programs (Lifeguard Training) 22-23: Lifeguard Training classes are being offered for free, to potential part-time employees, due to severe staffing shortage.	250	250	250
955	450	750	TOTAL CHARGES FOR SERVICES		250	250	250
955	450	750	TOTAL RESOURCES		250	250	250

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01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 087 - AQUATIC CENTER Program : 635 - CLASSES & PROGRAMS			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
REQUIREMENTS								
PERSONNEL SERVICES								
0	0	272	7000-15	Salaries & Wages - Temporary Extra Help - Aquatics I, II, III - 0.01 FTE		282	282	282
0	0	16	7300-05	Fringe Benefits - FICA - Social Security		16	16	16
0	0	4	7300-06	Fringe Benefits - FICA - Medicare		3	3	3
0	0	40	7300-15	Fringe Benefits - PERS - OPSRP - IAP		30	30	30
0	0	10	7300-35	Fringe Benefits - Workers' Compensation Insurance		8	8	8
0	0	0	7300-37	Fringe Benefits - Workers' Benefit Fund		0	0	0
0	0	342	TOTAL PERSONNEL SERVICES			339	339	339
MATERIALS AND SERVICES								
319	488	500	8130	Recreation Program Expenses Lifeguard Training Class materials.		500	500	500
319	488	500	TOTAL MATERIALS AND SERVICES			500	500	500
319	488	842	TOTAL REQUIREMENTS			839	839	839

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01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 090 - COMMUNITY CENTER & REC PROGRAMS Program : 501 - ADMINISTRATION		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
RESOURCES							
INTERGOVERNMENTAL							
0	20,750	0	4772	Oregon Alliance of YMCA	0	0	0
0	20,750	0	TOTAL INTERGOVERNMENTAL		0	0	0
CHARGES FOR SERVICES							
27,257	110	15,000	5380-20	Facility Rentals - Meeting Rooms Community Center general meeting room rentals.	15,000	15,000	15,000
15,438	180	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
3,591	0	750	5380-30	Facility Rentals - Kitchen Facilities Community Center flat-fee kitchen use fees generated from rental groups and revenue from contracted vendors.	750	750	750
9,312	98	4,575	5380-35	Facility Rentals - Athletic Facilities Community Center athletic membership fees for locker room, track, racquetball, basketball, pickleball, and table tennis.	9,000	9,000	9,000
6,618	195	2,500	5380-40	Facility Rentals - Staff Fees Staff fees charged to user groups when the Community Center is rented beyond normal operating hours.	2,500	2,500	2,500
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
62,215	583	33,025	TOTAL CHARGES FOR SERVICES		37,450	37,450	37,450
MISCELLANEOUS							
36	1,405	1,000	6420	Donations - Parks & Recreation	0	0	0
2,075	3	200	6600	Other Income Incidental revenue received at Community Center from copy machine, av equipment user fees, etc .	250	250	250
2,111	1,408	1,200	TOTAL MISCELLANEOUS		250	250	250
64,326	22,741	34,225	TOTAL RESOURCES		37,700	37,700	37,700

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01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 090 - COMMUNITY CENTER & REC PROGRAMS Program : 501 - ADMINISTRATION			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
REQUIREMENTS								
PERSONNEL SERVICES								
-407	-780	0	7000	Salaries & Wages		0	0	0
110,103	98,072	101,037	7000-05	Salaries & Wages - Regular Full Time Recreation Manager - 1.00 FTE Recreation Program Coordinator - 1.00 FTE Management Support Technician - 1.00 FTE		172,455	172,455	172,455
53,597	19,393	56,057	7000-15	Salaries & Wages - Temporary Extra Help - Community Center - 2.32 FTE		66,743	66,743	66,743
70	0	0	7000-20	Salaries & Wages - Overtime		0	0	0
380	-759	0	7300	Fringe Benefits		0	0	0
9,860	7,083	9,671	7300-05	Fringe Benefits - FICA - Social Security		14,472	14,472	14,472
2,306	1,657	2,161	7300-06	Fringe Benefits - FICA - Medicare		3,468	3,468	3,468
36,860	30,395	36,839	7300-15	Fringe Benefits - PERS - OPSRP - IAP		57,607	57,607	57,607
25,744	18,168	17,510	7300-20	Fringe Benefits - Medical Insurance		37,500	37,500	37,500
3,600	3,600	3,600	7300-22	Fringe Benefits - VEBA Plan		5,000	5,000	5,000
238	181	172	7300-25	Fringe Benefits - Life Insurance		234	234	234
606	530	520	7300-30	Fringe Benefits - Long Term Disability		270	270	270
2,510	1,890	1,835	7300-35	Fringe Benefits - Workers' Compensation Insurance		1,721	1,721	1,721
115	51	106	7300-37	Fringe Benefits - Workers' Benefit Fund		145	145	145
2,560	1,117	0	7300-40	Fringe Benefits - Unemployment		0	0	0
77	2	101	7400-10	Fringe Benefits - Volunteers - Workers' Compensation Insurance		101	101	101
248,217	180,600	229,609	TOTAL PERSONNEL SERVICES			359,716	359,716	359,716
MATERIALS AND SERVICES								
7,662	4,702	8,000	7500	Credit Card Fees		8,000	8,000	8,000
205	171	300	7540	Employee Events Costs shared city-wide for employee training, materials, and events.		300	300	300
317	330	300	7550	Travel & Education Professional development conferences and workshops and membership in the Oregon Recreation and Parks Association and National Recreation and Park Association.		300	300	300
73,898	77,823	75,000	7600	Utilities		78,000	78,000	78,000
0	0	0	7600-04	Utilities - Water		0	0	0
5,000	5,600	5,700	7610-05	Insurance - Liability		6,390	6,390	6,390

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01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 090 - COMMUNITY CENTER & REC PROGRAMS Program : 501 - ADMINISTRATION				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
17,100	20,000	21,000	7610-10	Insurance - Property			24,360	24,360	24,360
4,892	4,130	5,000	7620	Telecommunications			5,500	5,500	5,500
39,115	17,634	55,000	7650-10	Janitorial - Services			55,000	55,000	55,000
			Possible expenses due to opening late FY 21. FY22-Expectation that we are open.						
4,882	1,060	3,700	7650-15	Janitorial - Supplies			3,000	3,000	3,000
4,539	2,324	3,000	7660	Materials & Supplies			3,000	3,000	3,000
0	7,279	0	7660-25	Materials & Supplies - Grants			0	0	0
0	1,305	1,000	7680	Materials & Supplies - Donations			0	0	0
56,631	24,862	40,000	7720	Repairs & Maintenance			40,000	40,000	40,000
			Routine annual maintenance and special projects.						
670	810	1,260	7750	Professional Services			1,260	1,260	1,260
0	0	0	7750-01	Professional Services - Audit & other city-wide prof svc			910	910	910
			Costs shared city-wide for Audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses						
17,371	18,862	18,000	7790	Maintenance & Rental Contracts			20,000	20,000	20,000
0	0	0	7800	M & S Equipment			0	0	0
			Misc. equipment replacement						
1,876	2,143	5,123	7840	M & S Computer Charges			7,351	7,351	7,351
			I.S. Fund materials & supplies costs shared city-wide						
1,200	2,421	5,920	7840-45	M & S Computer Charges - Community Center			7,040	7,040	7,040
			<u>Description</u>			<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
			Activenet annual maintenance			1	1,440	1,440	
			Office 365 Licensing			5	240	1,200	
			Upstairs printer			1	400	400	
			Activenet Peripherals			1	1,000	1,000	
			Mobile laptop			1	3,000	3,000	
0	0	0	8130-50	Recreation Program Expenses - Contract Event Security			0	0	0
			Costs associated with event security provided by a private agency when Community Center events require additional security. Costs are recovered through fees charged to rental groups revenue account 5380-42, Facility Rentals-Contract Event Security.						
235,358	191,456	248,303	TOTAL MATERIALS AND SERVICES				260,411	260,411	260,411
			CAPITAL OUTLAY						
0	0	10,000	8710	Equipment			35,000	0	0
213	0	565	8750	Capital Outlay Computer Charges			1,544	0	0
			I.S. Fund capital outlay costs shared city-wide						
213	0	10,565	TOTAL CAPITAL OUTLAY				36,544	0	0

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01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 090 - COMMUNITY CENTER & REC PROGRAMS Program : 501 - ADMINISTRATION	2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
483,788	372,055	488,477	TOTAL REQUIREMENTS	656,671	620,127	620,127

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01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 090 - COMMUNITY CENTER & REC PROGRAMS Program : 635 - CLASSES & PROGRAMS			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
RESOURCES								
CHARGES FOR SERVICES								
132,430	34,375	100,000	5350	Registration Fees Community Center special interest programs and classes serving children and adults. Increase from FY21 but still slow growth		135,000	135,000	135,000
0	0	0	5350-12	Registration Fees - Piano Known as Kids in Koncert, the piano program provides lessons for a few low-income children. If determined that family can pay portion of music lesson cost, fee is collected by the Parks & Rec department and passed on to the lesson provider.		0	0	0
132,430	34,375	100,000	TOTAL CHARGES FOR SERVICES			135,000	135,000	135,000
MISCELLANEOUS								
0	0	0	6420-27	Donations - Parks & Recreation - Piano The Kids in Koncert piano program receives the majority of its funding from annual Koncert for Kids ticket sales and individual donations made via Yamhill County Cultural Coalition. Donations cover all direct expenses not covered by registration fees.		0	0	0
0	0	0	TOTAL MISCELLANEOUS			0	0	0
132,430	34,375	100,000	TOTAL RESOURCES			135,000	135,000	135,000

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01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 090 - COMMUNITY CENTER & REC PROGRAMS Program : 635 - CLASSES & PROGRAMS		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
REQUIREMENTS								
PERSONNEL SERVICES								
36,031	15,094	45,696	7000-15	Salaries & Wages - Temporary Classes & Programs Labor - 1.42 FTE	52,966	52,966	52,966	
0	0	0	7000-20	Salaries & Wages - Overtime	0	0	0	
2,234	936	2,765	7300-05	Fringe Benefits - FICA - Social Security	3,204	3,204	3,204	
522	219	663	7300-06	Fringe Benefits - FICA - Medicare	768	768	768	
7,828	4,063	13,275	7300-15	Fringe Benefits - PERS - OPSRP - IAP	5,959	5,959	5,959	
1,692	693	2,157	7300-35	Fringe Benefits - Workers' Compensation Insurance	1,658	1,658	1,658	
10	11	30	7300-37	Fringe Benefits - Workers' Benefit Fund	33	33	33	
48,317	21,016	64,586	TOTAL PERSONNEL SERVICES			64,588	64,588	64,588
MATERIALS AND SERVICES								
28,565	26,172	28,500	8130	Recreation Program Expenses Materials and supplies consumed in recreational classes and programs offered for children and adults. Also includes fees paid to contract instructors. FY 22-included some of Summer Fun and high Summer Camp expenses (due to high enrollment)	40,000	40,000	40,000	
28,565	26,172	28,500	TOTAL MATERIALS AND SERVICES			40,000	40,000	40,000
76,881	47,187	93,086	TOTAL REQUIREMENTS			104,588	104,588	104,588

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01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 090 - COMMUNITY CENTER & REC PROGRAMS Program : 638 - TINY TOTS			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
RESOURCES								
CHARGES FOR SERVICES								
5,303	123	3,000	5350	Registration Fees		4,000	4,000	4,000
			Tiny Tot Indoor Playpark Program registration fees for pre-school aged children and their parents. FY 22-30% of regular fees collected. FY 23-60% of regular fees collected.					
5,303	123	3,000	TOTAL CHARGES FOR SERVICES			4,000	4,000	4,000
5,303	123	3,000	TOTAL RESOURCES			4,000	4,000	4,000

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01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
			Section : 090 - COMMUNITY CENTER & REC PROGRAMS				
			Program : 638 - TINY TOTS				
REQUIREMENTS							
MATERIALS AND SERVICES							
61	0	200	8130	Recreation Program Expenses	200	200	200
				Materials and supplies needed to support Tiny Tots Indoor Playpark.			
61	0	200	TOTAL MATERIALS AND SERVICES		200	200	200
61	0	200	TOTAL REQUIREMENTS		200	200	200

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01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 090 - COMMUNITY CENTER & REC PROGRAMS Program : 641 - SPECIAL EVENTS			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
RESOURCES								
CHARGES FOR SERVICES								
12,266	0	2,200	5350	Registration Fees		4,000	4,000	4,000
				Community Center fees and other revenues received from annual community-wide special event fees; i.e., Alien Abduction Dash, and other major one-time programs, performing arts, and interactive exhibits directly sponsored by the Parks and Recreation Department.				
12,266	0	2,200	TOTAL CHARGES FOR SERVICES			4,000	4,000	4,000
12,266	0	2,200	TOTAL RESOURCES			4,000	4,000	4,000

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01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
			Section : 090 - COMMUNITY CENTER & REC PROGRAMS					
			Program : 641 - SPECIAL EVENTS					
REQUIREMENTS								
MATERIALS AND SERVICES								
3,781	0	1,200	8130	Recreation Program Expenses	1,200	1,200	1,200	
			Expenses for major community events or department-sponsored special events including Alien Abduction Dash.					
3,781	0	1,200	TOTAL MATERIALS AND SERVICES			1,200	1,200	1,200
3,781	0	1,200	TOTAL REQUIREMENTS			1,200	1,200	1,200

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2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 090 - COMMUNITY CENTER & REC PROGRAMS Program : 644 - SUMMER STARS			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
RESOURCES								
CHARGES FOR SERVICES								
76,345	41,299	60,000	5350	Registration Fees		0	0	0
				Summertime Arts Recreation & Sports (STARS) Program registration fees for elementary aged children.				
				Will not be doing STARS in FY 23.				
76,345	41,299	60,000	TOTAL CHARGES FOR SERVICES			0	0	0
MISCELLANEOUS								
12	0	0	6420-50	Donations - Parks & Recreation - STARS		0	0	0
12	0	0	TOTAL MISCELLANEOUS			0	0	0
76,357	41,299	60,000	TOTAL RESOURCES			0	0	0

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 090 - COMMUNITY CENTER & REC PROGRAMS Program : 644 - SUMMER STARS		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
REQUIREMENTS								
PERSONNEL SERVICES								
18,726	0	7,541	7000-05	Salaries & Wages - Regular Full Time	0	0	0	
33,708	35,290	59,522	7000-15	Salaries & Wages - Temporary	0	0	0	
7	0	0	7000-20	Salaries & Wages - Overtime	0	0	0	
3,248	2,188	4,057	7300-05	Fringe Benefits - FICA - Social Security	0	0	0	
760	512	972	7300-06	Fringe Benefits - FICA - Medicare	0	0	0	
2,539	1,087	10,674	7300-15	Fringe Benefits - PERS - OPSRP - IAP	0	0	0	
438	0	2,724	7300-20	Fringe Benefits - Medical Insurance	0	0	0	
0	0	750	7300-22	Fringe Benefits - VEBA Plan	0	0	0	
7	0	14	7300-25	Fringe Benefits - Life Insurance	0	0	0	
26	0	42	7300-30	Fringe Benefits - Long Term Disability	0	0	0	
1,659	1,666	2,904	7300-35	Fringe Benefits - Workers' Compensation Insurance	0	0	0	
34	31	48	7300-37	Fringe Benefits - Workers' Benefit Fund	0	0	0	
2,999	391	0	7300-40	Fringe Benefits - Unemployment	0	0	0	
64,151	41,164	89,248	TOTAL PERSONNEL SERVICES			0	0	0
MATERIALS AND SERVICES								
104	0	0	7680	Materials & Supplies - Donations	0	0	0	
				STARS Donations funded through revenue account 6420-50,				
9,952	6,912	13,000	8130	Recreation Program Expenses	0	0	0	
				Recreation program supplies for summer STARS. Also includes field trip bus and entry fee costs as needed, staff shirts and participant t-shirts.				
				Not hosting STARS in FY 23				
10,055	6,912	13,000	TOTAL MATERIALS AND SERVICES			0	0	0
74,206	48,077	102,248	TOTAL REQUIREMENTS			0	0	0

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 093 - KIDS ON THE BLOCK Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
RESOURCES								
INTERGOVERNMENTAL								
27,600	0	40,000	5020-17	McMinnville School Dist #40 - 21st Century Grant	0	0	0	
27,600	0	40,000	TOTAL INTERGOVERNMENTAL			0	0	0
CHARGES FOR SERVICES								
135,766	-143	450,000	5350-05	Registration Fees - KOB - Elementary	0	0	0	
135,766	-143	450,000	TOTAL CHARGES FOR SERVICES			0	0	0
MISCELLANEOUS								
0	0	2,150	6420	Donations - Parks & Recreation	0	0	0	
0	0	0	6420-05	Donations - Parks & Recreation - Scholarships	0	0	0	
44,366	0	30,310	6420-15	Donations - Parks & Recreation - KOB, Inc. - Elementary	0	0	0	
8,760	0	24,000	6420-20	Donations - Parks & Recreation - KOB, Inc. - Enrichment	0	0	0	
1,328	0	4,500	6420-25	Donations - Parks & Recreation - KOB, Inc. - Misc	0	0	0	
25	0	100	6600	Other Income	0	0	0	
54,479	0	61,060	TOTAL MISCELLANEOUS			0	0	0
217,845	-143	551,060	TOTAL RESOURCES			0	0	0

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01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 093 - KIDS ON THE BLOCK Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
REQUIREMENTS							
PERSONNEL SERVICES							
-504	-336	0	7000	Salaries & Wages	0	0	0
56,177	0	22,624	7000-05	Salaries & Wages - Regular Full Time	0	0	0
129,193	7,950	323,496	7000-15	Salaries & Wages - Temporary	0	0	0
7	0	0	7000-20	Salaries & Wages - Overtime	0	0	0
-380	-113	0	7300	Fringe Benefits	0	0	0
11,484	492	20,941	7300-05	Fringe Benefits - FICA - Social Security	0	0	0
2,686	115	5,020	7300-06	Fringe Benefits - FICA - Medicare	0	0	0
20,249	2,130	52,669	7300-15	Fringe Benefits - PERS - OPSRP - IAP	0	0	0
1,315	0	8,172	7300-20	Fringe Benefits - Medical Insurance	0	0	0
0	0	2,250	7300-22	Fringe Benefits - VEBA Plan	0	0	0
20	0	40	7300-25	Fringe Benefits - Life Insurance	0	0	0
78	0	124	7300-30	Fringe Benefits - Long Term Disability	0	0	0
1,861	99	4,326	7300-35	Fringe Benefits - Workers' Compensation Insurance	0	0	0
120	5	251	7300-37	Fringe Benefits - Workers' Benefit Fund	0	0	0
10,549	5,288	0	7300-40	Fringe Benefits - Unemployment	0	0	0
0	0	50	7400-10	Fringe Benefits - Volunteers - Workers' Compensation Insurance	0	0	0
232,856	15,630	439,963	TOTAL PERSONNEL SERVICES		0	0	0
MATERIALS AND SERVICES							
6,715	5	8,000	7500	Credit Card Fees	0	0	0
79	66	200	7540	Employee Events	0	0	0
700	600	900	7610-05	Insurance - Liability	0	0	0
925	864	575	7620	Telecommunications	0	0	0
27	38	50	7660-05	Materials & Supplies - Office Supplies	0	0	0
0	0	2,150	7680	Materials & Supplies - Donations	0	0	0
411	501	1,200	7750	Professional Services	0	0	0
1,876	2,143	2,561	7840	M & S Computer Charges	0	0	0
1,200	1,200	1,440	7840-50	M & S Computer Charges - Kids on the Block	0	0	0

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01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 093 - KIDS ON THE BLOCK Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
7,847	2,104	10,000	8130	Recreation Program Expenses	0	0	0
8,760	0	24,000	8130-35	Recreation Program Expenses - Enrichment Programs	0	0	0
1,328	133	50,000	8130-40	Recreation Program Expenses - Miscellaneous	0	0	0
0	0	5,000	8130-45	Recreation Program Expenses - Workstudy	0	0	0
29,867	7,654	106,076		<u>TOTAL MATERIALS AND SERVICES</u>	0	0	0
<u>CAPITAL OUTLAY</u>							
213	0	283	8750	Capital Outlay Computer Charges	0	0	0
213	0	283		<u>TOTAL CAPITAL OUTLAY</u>	0	0	0
262,935	23,285	546,322		<u>TOTAL REQUIREMENTS</u>	0	0	0

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 096 - RECREATIONAL SPORTS Program : 501 - ADMINISTRATION		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
RESOURCES							
CHARGES FOR SERVICES							
550	160	1,900	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.	500	500	500
550	160	1,900	TOTAL CHARGES FOR SERVICES		500	500	500
550	160	1,900	TOTAL RESOURCES		500	500	500

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 096 - RECREATIONAL SPORTS Program : 501 - ADMINISTRATION		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
REQUIREMENTS								
PERSONNEL SERVICES								
-1,605	521	0	7000	Salaries & Wages	0	0	0	
79,680	81,057	92,559	7000-05	Salaries & Wages - Regular Full Time Recreation Manager - 1.00 FTE	98,433	98,433	98,433	
4,982	878	26,301	7000-15	Salaries & Wages - Temporary Program Assistant - 0.37 FTE	13,150	13,150	13,150	
0	0	0	7000-20	Salaries & Wages - Overtime	0	0	0	
-234	60	0	7300	Fringe Benefits	0	0	0	
5,111	4,921	7,625	7300-05	Fringe Benefits - FICA - Social Security	6,750	6,750	6,750	
1,195	1,151	1,565	7300-06	Fringe Benefits - FICA - Medicare	1,618	1,618	1,618	
29,099	30,086	35,948	7300-15	Fringe Benefits - PERS - OPSRP - IAP	37,023	37,023	37,023	
14,692	14,958	15,528	7300-20	Fringe Benefits - Medical Insurance	16,080	16,080	16,080	
2,000	2,000	2,000	7300-22	Fringe Benefits - VEBA Plan	2,000	2,000	2,000	
108	108	108	7300-25	Fringe Benefits - Life Insurance	60	60	60	
415	422	424	7300-30	Fringe Benefits - Long Term Disability	192	192	192	
1,845	1,513	1,230	7300-35	Fringe Benefits - Workers' Compensation Insurance	815	815	815	
24	22	42	7300-37	Fringe Benefits - Workers' Benefit Fund	31	31	31	
340	250	0	7300-40	Fringe Benefits - Unemployment	0	0	0	
1,538	986	3,401	7400-10	Fringe Benefits - Volunteers - Workers' Compensation Insurance	3,393	3,393	3,393	
139,191	138,933	186,731	TOTAL PERSONNEL SERVICES			179,545	179,545	179,545
MATERIALS AND SERVICES								
3,523	2,541	4,700	7500	Credit Card Fees	4,000	4,000	4,000	
105	88	200	7540	Employee Events Costs shared city-wide for employee training, materials, and events.	200	200	200	
0	0	300	7550	Travel & Education Professional memberships and miscellaneous workshops.	300	300	300	
207	213	300	7590	Fuel - Vehicle & Equipment	300	300	300	
1,000	1,200	1,300	7610-05	Insurance - Liability	1,420	1,420	1,420	
200	200	200	7610-10	Insurance - Property	160	160	160	
1,627	1,515	1,800	7620	Telecommunications	1,800	1,800	1,800	

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01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 096 - RECREATIONAL SPORTS Program : 501 - ADMINISTRATION			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
18	9	50	7660-05	Materials & Supplies - Office Supplies			50	50	50
387	431	650	7750	Professional Services			650	650	650
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			550	550	550
0	0	0	7800	M & S Equipment			0	0	0
1,935	2,143	2,561	7840	M & S Computer Charges I.S. Fund materials & supplies costs shared city-wide			1,470	1,470	1,470
1,200	1,200	1,440	7840-55	M & S Computer Charges - Recreational Sports			1,680	1,680	1,680
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Activenet licensing	1	1,440	1,440		
				Office 365 Licensing	1	240	240		
0	0	0	8130-15	Recreation Program Expenses - Concessions			0	0	0
10,203	9,539	13,501	TOTAL MATERIALS AND SERVICES				12,580	12,580	12,580
CAPITAL OUTLAY									
213	0	283	8750	Capital Outlay Computer Charges I.S. Fund capital outlay costs shared city-wide			309	0	0
213	0	283	TOTAL CAPITAL OUTLAY				309	0	0
149,607	148,472	200,515	TOTAL REQUIREMENTS				192,434	192,125	192,125

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01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 096 - RECREATIONAL SPORTS Program : 647 - ADULT SPORTS		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
RESOURCES								
CHARGES FOR SERVICES								
8,750	7,720	14,000	5350	Registration Fees Recreational Sports registration fees from teams and/or participants in a variety of year-round Adult Sports leagues and programs.	16,000	16,000	16,000	
8,750	7,720	14,000	TOTAL CHARGES FOR SERVICES			16,000	16,000	16,000
8,750	7,720	14,000	TOTAL RESOURCES			16,000	16,000	16,000

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01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 096 - RECREATIONAL SPORTS Program : 647 - ADULT SPORTS		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
REQUIREMENTS								
PERSONNEL SERVICES								
3,118	1,932	4,599	7000-15	Salaries & Wages - Temporary Program Assistant - 0.19 FTE	6,798	6,798	6,798	
193	120	278	7300-05	Fringe Benefits - FICA - Social Security	411	411	411	
45	28	67	7300-06	Fringe Benefits - FICA - Medicare	99	99	99	
116	0	655	7300-15	Fringe Benefits - PERS - OPSRP - IAP	765	765	765	
0	0	52	7300-35	Fringe Benefits - Workers' Compensation Insurance	50	50	50	
3	2	3	7300-37	Fringe Benefits - Workers' Benefit Fund	4	4	4	
3,475	2,082	5,654	TOTAL PERSONNEL SERVICES			8,127	8,127	8,127
MATERIALS AND SERVICES								
4,083	7,622	13,350	8130	Recreation Program Expenses Sports officials, portable toilet rentals, field paint/chalk, balls, and other expenses/supplies related to the Adult Sports Program.	11,000	11,000	11,000	
4,083	7,622	13,350	TOTAL MATERIALS AND SERVICES			11,000	11,000	11,000
7,558	9,704	19,004	TOTAL REQUIREMENTS			19,127	19,127	19,127

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01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 096 - RECREATIONAL SPORTS Program : 650 - YOUTH SOCCER		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
RESOURCES								
CHARGES FOR SERVICES								
56,220	47,151	80,000	5350	Registration Fees Recreational Sports registration fees for fall and spring Youth Soccer seasons. \$7000 goes to needed soccer field maintenance improvements (matched by park maintenance).	83,000	83,000	83,000	
0	0	150	5380-55	Facility Rentals - Concessions Soccer concessionaire profit sharing with City.	0	0	0	
56,220	47,151	80,150	TOTAL CHARGES FOR SERVICES			83,000	83,000	83,000
56,220	47,151	80,150	TOTAL RESOURCES			83,000	83,000	83,000

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01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 096 - RECREATIONAL SPORTS Program : 650 - YOUTH SOCCER		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
REQUIREMENTS								
PERSONNEL SERVICES								
13,358	15,712	26,049	7000-15	Salaries & Wages - Temporary Program Assistant - 0.19 FTE Extra Help - Recreation Program Labor - 0.48 FTE	20,798	20,798	20,798	
0	0	0	7000-20	Salaries & Wages - Overtime	0	0	0	
828	974	1,575	7300-05	Fringe Benefits - FICA - Social Security	1,258	1,258	1,258	
194	228	377	7300-06	Fringe Benefits - FICA - Medicare	302	302	302	
743	271	3,713	7300-15	Fringe Benefits - PERS - OPSRP - IAP	2,340	2,340	2,340	
0	0	972	7300-35	Fringe Benefits - Workers' Compensation Insurance	488	488	488	
14	14	21	7300-37	Fringe Benefits - Workers' Benefit Fund	15	15	15	
15,137	17,199	32,707	TOTAL PERSONNEL SERVICES			25,201	25,201	25,201
MATERIALS AND SERVICES								
30,105	18,991	29,600	8130	Recreation Program Expenses Soccer equipment, team t-shirts, field supplies, and printing, etc. \$7000 to cover additional field maintenance.	30,000	30,000	30,000	
30,105	18,991	29,600	TOTAL MATERIALS AND SERVICES			30,000	30,000	30,000
45,242	36,191	62,307	TOTAL REQUIREMENTS			55,201	55,201	55,201

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01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 096 - RECREATIONAL SPORTS Program : 653 - YOUTH BASKETBALL		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
RESOURCES							
CHARGES FOR SERVICES							
23,430	-78	17,500	5350	Registration Fees Recreational Sports registration fees or Youth Basketball. FY 22 Est - End of season cancelled (Covid), partial refunds given. \$7700 in refunds.	17,500	17,500	17,500
23,430	-78	17,500	TOTAL CHARGES FOR SERVICES		17,500	17,500	17,500
23,430	-78	17,500	TOTAL RESOURCES		17,500	17,500	17,500

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01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 096 - RECREATIONAL SPORTS Program : 653 - YOUTH BASKETBALL		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
REQUIREMENTS								
PERSONNEL SERVICES								
9,154	316	6,901	7000-15	Salaries & Wages - Temporary Program Assistant - 0.09 FTE Extra Help - Recreation Program Labor - 0.22 FTE	9,351	9,351	9,351	
0	0	0	7000-20	Salaries & Wages - Overtime	0	0	0	
568	20	417	7300-05	Fringe Benefits - FICA - Social Security	565	565	565	
133	5	100	7300-06	Fringe Benefits - FICA - Medicare	135	135	135	
558	0	983	7300-15	Fringe Benefits - PERS - OPSRP - IAP	1,052	1,052	1,052	
0	0	227	7300-35	Fringe Benefits - Workers' Compensation Insurance	219	219	219	
10	0	6	7300-37	Fringe Benefits - Workers' Benefit Fund	7	7	7	
10,422	340	8,634	TOTAL PERSONNEL SERVICES			11,329	11,329	11,329
MATERIALS AND SERVICES								
2,256	226	2,500	8130	Recreation Program Expenses T-shirts, basketballs, printing, and other supplies related to the Youth Basketball Program. FY '22 Est - Increase in demand for jerseys, additional purchase needed. No program in FY '21 so double number of new players needing jerseys.	3,000	3,000	3,000	
2,256	226	2,500	TOTAL MATERIALS AND SERVICES			3,000	3,000	3,000
12,678	566	11,134	TOTAL REQUIREMENTS			14,329	14,329	14,329

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01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 096 - RECREATIONAL SPORTS Program : 656 - YOUTH BASEBALL/SOFTBALL		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
RESOURCES								
CHARGES FOR SERVICES								
681	19,033	51,000	5350	Registration Fees Recreational Sports registration fees for Youth Baseball and Softball Programs.	42,000	42,000	42,000	
				FY 22 Est - participation numbers trending lower.				
0	0	500	5380-55	Facility Rentals - Concessions Baseball/Softball concessionaire profit sharing with City.	500	500	500	
681	19,033	51,500	TOTAL CHARGES FOR SERVICES			42,500	42,500	42,500
MISCELLANEOUS								
14,216	4,795	15,500	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.	15,500	15,500	15,500	
1,086	0	3,000	6420-40	Donations - Parks & Recreation - Base/Softball Fundraisers Net income received from annual Youth Baseball and Softball Fundraiser. Discontinued.	0	0	0	
15,302	4,795	18,500	TOTAL MISCELLANEOUS			15,500	15,500	15,500
15,983	23,828	70,000	TOTAL RESOURCES			58,000	58,000	58,000

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01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 096 - RECREATIONAL SPORTS Program : 656 - YOUTH BASEBALL/SOFTBALL			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
REQUIREMENTS								
PERSONNEL SERVICES								
4,393	1,979	18,484	7000-15	Salaries & Wages - Temporary Program Assistant - 0.14 FTE Extra Help - Recreation Program Labor - 0.24 FTE		12,102	12,102	12,102
0	0	0	7000-20	Salaries & Wages - Overtime		0	0	0
272	123	1,119	7300-05	Fringe Benefits - FICA - Social Security		733	733	733
64	29	268	7300-06	Fringe Benefits - FICA - Medicare		175	175	175
224	0	2,635	7300-15	Fringe Benefits - PERS - OPSRP - IAP		1,361	1,361	1,361
0	0	594	7300-35	Fringe Benefits - Workers' Compensation Insurance		256	256	256
5	2	15	7300-37	Fringe Benefits - Workers' Benefit Fund		10	10	10
4,958	2,133	23,115	TOTAL PERSONNEL SERVICES			14,637	14,637	14,637
MATERIALS AND SERVICES								
14,216	4,795	15,500	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.		15,500	15,500	15,500
18,814	12,548	18,000	8130	Recreation Program Expenses Youth baseball/softball related materials, supplies, and equipment necessary to sustain program operations for boys and girls 6-14 years.		19,000	19,000	19,000
33,029	17,343	33,500	TOTAL MATERIALS AND SERVICES			34,500	34,500	34,500
37,987	19,476	56,615	TOTAL REQUIREMENTS			49,137	49,137	49,137

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2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
			Section : 096 - RECREATIONAL SPORTS				
			Program : 659 - YOUTH SPORTS CAMPS				
RESOURCES							
CHARGES FOR SERVICES							
654	428	450	5350	Registration Fees	1,200	1,200	1,200
			Recreational Sports registration fees for several summer skill development youth sports camps and classes.				
654	428	450	TOTAL CHARGES FOR SERVICES		1,200	1,200	1,200
654	428	450	TOTAL RESOURCES		1,200	1,200	1,200

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01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 096 - RECREATIONAL SPORTS Program : 659 - YOUTH SPORTS CAMPS			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
REQUIREMENTS								
PERSONNEL SERVICES								
0	0	50	7000-15	Salaries & Wages - Temporary		49	49	49
				Extra Help - Recreation Program Labor - 0.01 FTE				
0	0	3	7300-05	Fringe Benefits - FICA - Social Security		3	3	3
0	0	1	7300-06	Fringe Benefits - FICA - Medicare		1	1	1
0	0	8	7300-15	Fringe Benefits - PERS - OPSRP - IAP		5	5	5
0	0	2	7300-35	Fringe Benefits - Workers' Compensation Insurance		2	2	2
0	0	0	7300-37	Fringe Benefits - Workers' Benefit Fund		0	0	0
0	0	64	TOTAL PERSONNEL SERVICES			60	60	60
MATERIALS AND SERVICES								
0	0	50	8130	Recreation Program Expenses		50	50	50
				Incidental equipment or supplies to support youth sports camps and classes as needed.				
0	0	50	TOTAL MATERIALS AND SERVICES			50	50	50
0	0	114	TOTAL REQUIREMENTS			110	110	110

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 099 - SENIOR CENTER Program : 501 - ADMINISTRATION		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
RESOURCES								
CHARGES FOR SERVICES								
7,220	0	5,800	5380-20	Facility Rentals - Meeting Rooms Estimated 25% of FY 2019 actual Senior Center meeting room rentals. Calculations excluded long term rentals.	2,875	2,875	2,875	
0	0	0	5380-30	Facility Rentals - Kitchen Facilities Senior Center kitchen facility rentals.	0	0	0	
3,014	90	2,550	5380-40	Facility Rentals - Staff Fees Estimated 50% of FY 2019 actual Senior Center fees collected to off-set costs of Senior Center facility supervision for rental period beyond normal operating hours.	2,550	2,550	2,550	
4,922	220	4,300	5380-45	Facility Rentals - Reception Facilities Estimated 25% of FY 2019 actual Senior Center main hall rentals. Calculations excluded long term rentals.	2,100	2,100	2,100	
0	0	0	5380-50	Facility Rentals - Meal Site Northwest Senior & Disabled Services moved to a new location March 28, 2019	0	0	0	
424	10	70	5420	Newsletter Eliminated newsletter and subscriptions as part of transition effort to P&R guide.	0	0	0	
15,579	320	12,720	TOTAL CHARGES FOR SERVICES			7,525	7,525	7,525
MISCELLANEOUS								
18,939	269	2,100	6420-45	Donations - Parks & Recreation - Seniors Miscellaneous contributions to support McMinnville Senior Center and senior activities.	2,200	2,200	2,200	
0	0	0	6420-60	Donations - Parks & Recreation - Building Improvements Donations received to fund various building improvements such as a roof replacement in August 2018	0	0	0	
225	1	245	6600	Other Income Estimated 50% of FY 2019 actual Senior Center equipment rental fees and other incidental revenues.	500	500	500	
2,264	0	900	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	
21,429	271	3,245	TOTAL MISCELLANEOUS			4,200	4,200	4,200
37,008	591	15,965	TOTAL RESOURCES			11,725	11,725	11,725

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01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 099 - SENIOR CENTER Program : 501 - ADMINISTRATION		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
REQUIREMENTS							
PERSONNEL SERVICES							
-656	-1,243	0	7000	Salaries & Wages	0	0	0
119,583	114,040	78,164	7000-05	Salaries & Wages - Regular Full Time Recreation Supervisor - 1.00 FTE	62,995	62,995	62,995
0	0	0	7000-10	Salaries & Wages - Regular Part Time Management Support Technician - 0.80 FTE	30,876	30,876	30,876
18,515	3,294	31,875	7000-15	Salaries & Wages - Temporary Extra Help - Senior Center - 0.67 FTE	20,117	20,117	20,117
11	0	0	7000-20	Salaries & Wages - Overtime	0	0	0
1,200	800	0	7000-37	Salaries & Wages - Medical Opt Out Incentive	0	0	0
-132	-510	0	7300	Fringe Benefits	0	0	0
8,430	7,075	6,672	7300-05	Fringe Benefits - FICA - Social Security	6,896	6,896	6,896
1,972	1,655	1,575	7300-06	Fringe Benefits - FICA - Medicare	1,653	1,653	1,653
39,535	38,668	27,192	7300-15	Fringe Benefits - PERS - OPSRP - IAP	29,534	29,534	29,534
16,240	17,030	30,102	7300-20	Fringe Benefits - Medical Insurance	29,808	29,808	29,808
2,400	2,400	5,400	7300-22	Fringe Benefits - VEBA Plan	4,000	4,000	4,000
194	161	152	7300-25	Fringe Benefits - Life Insurance	120	120	120
640	530	422	7300-30	Fringe Benefits - Long Term Disability	226	226	226
3,230	2,550	2,705	7300-35	Fringe Benefits - Workers' Compensation Insurance	1,052	1,052	1,052
57	33	60	7300-37	Fringe Benefits - Workers' Benefit Fund	56	56	56
1,664	542	0	7300-40	Fringe Benefits - Unemployment	0	0	0
754	23	999	7400-10	Fringe Benefits - Volunteers - Workers' Compensation Insurance	997	997	997
213,636	187,049	185,318	TOTAL PERSONNEL SERVICES		188,330	188,330	188,330
MATERIALS AND SERVICES							
1,065	153	1,800	7500	Credit Card Fees	1,250	1,250	1,250
188	157	300	7540	Employee Events Costs shared city-wide for employee training, materials, and events.	200	200	200
812	145	1,000	7550	Travel & Education Registration fees and other expenses associated with professional development workshops, conference, and training for Senior Center staff.	1,000	1,000	1,000
9,642	8,455	13,000	7600	Utilities	12,500	12,500	12,500
0	0	0	7600-04	Utilities - Water	0	0	0

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 099 - SENIOR CENTER Program : 501 - ADMINISTRATION			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
1,900	2,000	2,200	7610-05	Insurance - Liability		2,500	2,500	2,500
2,900	3,400	3,600	7610-10	Insurance - Property		4,140	4,140	4,140
6,057	5,522	6,100	7620	Telecommunications		6,500	6,500	6,500
				Cost of living increase.,				
16,018	2,512	20,500	7650-10	Janitorial - Services		22,500	22,500	22,500
1,781	642	2,200	7650-15	Janitorial - Supplies		2,500	2,500	2,500
1,838	1,245	1,900	7660	Materials & Supplies		2,100	2,100	2,100
				10% increase of 2019 actual due to cost of living.				
773	269	2,100	7680	Materials & Supplies - Donations		1,500	1,500	1,500
				Materials and supplies purchased from general donations that support the Senior Center through revenue account 6420-45, Donations-Parks & Recreation-Seniors.				
43,235	12,480	60,500	7720	Repairs & Maintenance		20,000	20,000	20,000
				Routine maintenance & repairs				
				Items from 5 year capital outlay list for FY 22-23				
6,894	0	0	7720-24	Repairs & Maintenance - Donations - Seniors		1,500	1,500	1,500
				Facility and equipment repairs and maintenance funded by donations from seniors through revenue account 6420-45, Donations-Parks & Recreation-Seniors and donation accts. 6420-46 and 6420-60.				
378	443	840	7750	Professional Services		600	600	600
0	0	0	7750-01	Professional Services - Audit & other city-wide prof svc		640	640	640
				Costs shared city-wide for Audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses				
8,379	9,057	9,000	7790	Maintenance & Rental Contracts		11,000	11,000	11,000
411	578	500	7800	M & S Equipment		500	500	500
11,953	0	0	7810	M & S Equipment - Donations		0	0	0
				Equipment purchased from general donations that support the Senior Center through revenue account 6420-45, Donations-Parks & Recreation-Seniors.				
2,755	2,893	3,842	7840	M & S Computer Charges		4,411	4,411	4,411
				I.S. Fund materials & supplies costs shared city-wide				
5,387	1,522	1,920	7840-60	M & S Computer Charges - Senior Center		7,160	7,160	7,160
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Activenet maintenance	1	1,440	1,440	
				Office 365 Licensing	3	240	720	
				Small scanner	1	300	300	
				Datacard printer	1	1,200	1,200	
				Activenet Peripherals	1	1,000	1,000	
				Mobile laptop	1	2,500	2,500	
110	50	30	8130-05	Recreation Program Expenses - Newsletter		0	0	0
				Newsletter being eliminated as part of transition effort to P&R guide, postage and supply cost reflects completion of service commitment to subscribers				

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2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 099 - SENIOR CENTER Program : 501 - ADMINISTRATION			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
1,903	0	590	8135	Wortman Gallery Expenses Estimated 50% of FY 2019 actual Reflects payments to Gallery artists from sales of their art work. May also include small, incidental expenses supporting the Gallery.			1,350	1,350	1,350
124,379	51,523	131,922	TOTAL MATERIALS AND SERVICES			103,851	103,851	103,851	
CAPITAL OUTLAY									
319	0	424	8750	Capital Outlay Computer Charges I.S. Fund capital outlay costs shared city-wide			926	0	0
0	0	0	8800	Building Improvements Dishwasher			89,000	0	15,000
319	0	424	TOTAL CAPITAL OUTLAY			89,926	0	15,000	
338,334	238,572	317,664	TOTAL REQUIREMENTS			382,107	292,181	307,181	

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01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 099 - SENIOR CENTER Program : 635 - CLASSES & PROGRAMS			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
RESOURCES								
CHARGES FOR SERVICES								
25,765	5,191	28,100	5350	Registration Fees		30,000	30,000	30,000
			Estimated 80% of FY 2019 actual Senior Center fees for recreational and special interest classes and programs.					
25,765	5,191	28,100	TOTAL CHARGES FOR SERVICES			30,000	30,000	30,000
25,765	5,191	28,100	TOTAL RESOURCES			30,000	30,000	30,000

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01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 099 - SENIOR CENTER Program : 635 - CLASSES & PROGRAMS		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
REQUIREMENTS								
PERSONNEL SERVICES								
0	0	0	7000-15	Salaries & Wages - Temporary Classes & Programs Labor - 0.98 FTE	46,618	46,618	46,618	
0	0	0	7300-05	Fringe Benefits - FICA - Social Security	2,820	2,820	2,820	
0	0	0	7300-06	Fringe Benefits - FICA - Medicare	676	676	676	
0	0	0	7300-15	Fringe Benefits - PERS - OPSRP - IAP	5,244	5,244	5,244	
0	0	0	7300-35	Fringe Benefits - Workers' Compensation Insurance	569	569	569	
0	0	0	7300-37	Fringe Benefits - Workers' Benefit Fund	23	23	23	
0	0	0	TOTAL PERSONNEL SERVICES			55,950	55,950	55,950
MATERIALS AND SERVICES								
13,848	3,196	15,190	8130	Recreation Program Expenses Estimated 75% of FY 2019 actual Materials and supplies for Senior Center special interest classes and programs including costs associated with instructors who are independent contractors.	8,000	8,000	8,000	
13,848	3,196	15,190	TOTAL MATERIALS AND SERVICES			8,000	8,000	8,000
13,848	3,196	15,190	TOTAL REQUIREMENTS			63,950	63,950	63,950

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01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 099 - SENIOR CENTER Program : 641 - SPECIAL EVENTS			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
RESOURCES									
CHARGES FOR SERVICES									
0	1,765	1,000	5350	Registration Fees Senior Center fees collected from fund raising events or other major programs supporting Senior Center operations.			500	500	500
0	1,765	1,000	TOTAL CHARGES FOR SERVICES			500	500	500	
0	1,765	1,000	TOTAL RESOURCES			500	500	500	

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 099 - SENIOR CENTER Program : 641 - SPECIAL EVENTS			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
REQUIREMENTS									
MATERIALS AND SERVICES									
0	2,706	500	8130	Recreation Program Expenses			500	500	500
Costs associated with Senior Center special fund raising events and other major programs.									
0	2,706	500	TOTAL MATERIALS AND SERVICES			500	500	500	
0	2,706	500	TOTAL REQUIREMENTS			500	500	500	

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 099 - SENIOR CENTER Program : 665 - DAY TOURS		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
RESOURCES							
CHARGES FOR SERVICES							
5,809	0	0	5350	Registration Fees Discontinuing program for undetermined amount of time Registration income from Senior Center sponsored day-long field trip and tour event registration fees	500	500	500
5,809	0	0	TOTAL CHARGES FOR SERVICES		500	500	500
5,809	0	0	TOTAL RESOURCES		500	500	500

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 099 - SENIOR CENTER Program : 665 - DAY TOURS	2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
REQUIREMENTS						
<u>PERSONNEL SERVICES</u>						
0	0	0	7000-15 Salaries & Wages - Temporary Extra Help - Senior Center Day Tour - 0.01 FTE	250	250	250
0	0	0	7300-05 Fringe Benefits - FICA - Social Security	15	15	15
0	0	0	7300-06 Fringe Benefits - FICA - Medicare	4	4	4
0	0	0	7300-15 Fringe Benefits - PERS - OPSRP - IAP	28	28	28
0	0	0	7300-35 Fringe Benefits - Workers' Compensation Insurance	3	3	3
0	0	0	7300-37 Fringe Benefits - Workers' Benefit Fund	0	0	0
0	0	0	<u>TOTAL PERSONNEL SERVICES</u>	300	300	300
<u>MATERIALS AND SERVICES</u>						
8,492	40	0	8130 Recreation Program Expenses Discontinuing program for undetermined amount of time Senior Center day tour excursions including bus transportation, admission fees, meals, and other event related expenses.	1,250	1,250	1,250
8,492	40	0	<u>TOTAL MATERIALS AND SERVICES</u>	1,250	1,250	1,250
8,492	40	0	<u>TOTAL REQUIREMENTS</u>	1,550	1,550	1,550

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01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
			Section : 099 - SENIOR CENTER				
			Program : 668 - OVERNIGHT TOURS				
RESOURCES							
CHARGES FOR SERVICES							
920	0	0	5350	Registration Fees	200	200	200
920	0	0		TOTAL CHARGES FOR SERVICES	200	200	200
920	0	0		TOTAL RESOURCES	200	200	200

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 099 - SENIOR CENTER Program : 670 - WORTMAN PARK CAFE		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
RESOURCES								
CHARGES FOR SERVICES								
23,377	0	18,700	5410-05	Sales - Wortman Park Cafe Estimated 75% of FY 2019 actual Revenues from the popular "Wortman Park Café", the Tue/Thu fresh salad, soup, bread and dessert lunch at the Senior Center. Calculations are based off of 50 attendees per day due to COVID distancing restrictions.	28,100	28,100	28,100	
23,377	0	18,700	TOTAL CHARGES FOR SERVICES			28,100	28,100	28,100
23,377	0	18,700	TOTAL RESOURCES			28,100	28,100	28,100

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 099 - SENIOR CENTER Program : 670 - WORTMAN PARK CAFE		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
REQUIREMENTS								
PERSONNEL SERVICES								
5,384	0	8,916	7000-15	Salaries & Wages - Temporary Program Assistant - 0.37 FTE	13,648	13,648	13,648	
334	0	539	7300-05	Fringe Benefits - FICA - Social Security	826	826	826	
78	0	129	7300-06	Fringe Benefits - FICA - Medicare	198	198	198	
0	0	1,271	7300-15	Fringe Benefits - PERS - OPSRP - IAP	1,535	1,535	1,535	
134	0	222	7300-35	Fringe Benefits - Workers' Compensation Insurance	167	167	167	
5	0	7	7300-37	Fringe Benefits - Workers' Benefit Fund	8	8	8	
5,935	0	11,084	TOTAL PERSONNEL SERVICES			16,382	16,382	16,382
MATERIALS AND SERVICES								
19,851	581	38,350	7660-37	Materials & Supplies - Wortman Park Cafe Increased expenses in relation to revenues due to rebuilding stock and after extended COVID closure and increase of Food costs and supply associated with operating the Wortman Park Café	31,200	31,200	31,200	
19,851	581	38,350	TOTAL MATERIALS AND SERVICES			31,200	31,200	31,200
25,786	581	49,434	TOTAL REQUIREMENTS			47,582	47,582	47,582

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 19 - PARK MAINTENANCE				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
Section : N/A										
Program : N/A										
RESOURCES										
INTERGOVERNMENTAL										
0	0	0	4545	Federal FEMA Grant				0	0	0
0	0	0	4546	American Rescue Plan				0	0	0
0	0	0	TOTAL INTERGOVERNMENTAL				0	0	0	
CHARGES FOR SERVICES										
1,894	-50	2,500	5390	Park Rentals				5,000	5,000	5,000
Picnic site reservation fees for Wortman and Discovery Meadows picnic facilities.										
1,894	-50	2,500	TOTAL CHARGES FOR SERVICES				5,000	5,000	5,000	
MISCELLANEOUS										
109	607	0	6600	Other Income				9,750	9,750	9,750
DescriptionUnitsAmt/UnitTotal										
FEMA Category G grant19,7509,750										
109	607	0	TOTAL MISCELLANEOUS				9,750	9,750	9,750	
2,003	557	2,500	TOTAL RESOURCES				14,750	14,750	14,750	

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2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 19 - PARK MAINTENANCE Section : N/A Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
REQUIREMENTS							
PERSONNEL SERVICES							
646	-3,092	0	7000	Salaries & Wages	0	0	0
563,025	556,783	572,174	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 Maintenance Specialist - 1.00 FTE Maintenance Technician - Senior - 4.75 FTE Maintenance Technician - 2.00 FTE Mechanic - Operations & Maintenance - 0.45 FTE Management Support Specialist - Senior - 0.50 FTE	655,058	612,545	612,545
22,408	26,986	32,410	7000-15	Salaries & Wages - Temporary Extra Help - Park Maintenance - 1.79 FTE	58,330	33,604	33,604
4,671	4,698	5,600	7000-20	Salaries & Wages - Overtime	6,000	6,000	6,000
2,400	1,700	1,200	7000-37	Salaries & Wages - Medical Opt Out Incentive	2,400	2,400	2,400
631	-1,214	0	7300	Fringe Benefits	0	0	0
35,903	35,724	37,583	7300-05	Fringe Benefits - FICA - Social Security	43,668	39,600	39,600
8,396	8,355	8,649	7300-06	Fringe Benefits - FICA - Medicare	10,466	9,491	9,491
181,912	176,324	184,223	7300-15	Fringe Benefits - PERS - OPSRP - IAP	213,371	198,239	198,239
108,829	116,828	142,340	7300-20	Fringe Benefits - Medical Insurance	142,933	126,249	126,249
16,500	16,500	18,400	7300-22	Fringe Benefits - VEBA Plan	21,500	15,500	15,500
1,029	995	1,020	7300-25	Fringe Benefits - Life Insurance	612	567	567
3,093	3,047	3,026	7300-30	Fringe Benefits - Long Term Disability	1,490	1,386	1,386
28,810	28,494	30,259	7300-35	Fringe Benefits - Workers' Compensation Insurance	23,697	21,592	21,592
206	196	265	7300-37	Fringe Benefits - Workers' Benefit Fund	299	265	265
5	1,306	0	7300-40	Fringe Benefits - Unemployment	0	0	0
978,464	973,630	1,037,149	TOTAL PERSONNEL SERVICES		1,179,824	1,067,438	1,067,438
MATERIALS AND SERVICES							
402	972	750	7530	Training	900	900	900
881	736	1,300	7540	Employee Events Costs shared city-wide for employee training, materials, and events.	1,000	1,000	1,000
2,968	2,380	2,500	7550	Travel & Education Registration for professional conferences and reimbursement to employees for approved training programs, licenses, and certifications.	4,000	4,000	4,000

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01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 19 - PARK MAINTENANCE Section : N/A Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
13,835	14,261	17,000	7590	Fuel - Vehicle & Equipment		36,000	36,000	36,000
23,977	23,357	25,250	7600	Utilities		26,000	26,000	26,000
0	0	0	7600-04	Utilities - Water		0	0	0
12,600	13,800	15,200	7610-05	Insurance - Liability		17,380	17,380	17,380
13,000	15,500	15,600	7610-10	Insurance - Property		13,830	13,830	13,830
6,054	6,564	8,000	7620	Telecommunications		9,000	9,000	9,000
2,394	2,295	3,000	7650	Janitorial		0	0	0
16,704	16,948	18,000	7660	Materials & Supplies		20,000	20,000	20,000
4,990	3,830	5,000	7720-10	Repairs & Maintenance - Building Maintenance		7,500	7,500	7,500
				Parks Maintenance Department's shared cost of Public Works Shop buildings and grounds maintenance.				
16,754	15,096	17,500	7720-14	Repairs & Maintenance - Vehicles		18,000	18,000	18,000
89,285	88,296	91,000	7720-26	Repairs & Maintenance - Park Maintenance		175,000	115,000	115,000
				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.				
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			PROPOSED: R & M, Park Maintenance	1	115,000	115,000		
3,874	8,361	7,000	7720-27	Repairs & Maintenance - Park Vandalism		15,000	15,000	15,000
				Park vandalism costs including contract and material expenses to clean up graffiti and repair vandalized elements in the park system.				
1,398	1,704	2,480	7750	Professional Services		0	0	0
0	0	0	7750-01	Professional Services - Audit & other city-wide prof svc		2,180	2,180	2,180
				Costs shared city-wide for Audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses				
10,140	10,681	11,125	7780-07	Contract Services - Downtown		12,000	12,000	12,000
				Downtown & Alpine Avenue solid waste disposal				
99,743	116,084	93,500	7780-15	Contract Services - Park Maintenance		237,500	105,000	105,000
				Contract services augment staff capacity to address systems needs relative to 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.				
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			PROPOSED CONTRACT SERVICES	1	105,000	105,000		
4,984	1,786	2,500	7800-39	M & S Equipment - Parks		3,000	3,000	3,000
				Miscellaneous small equipment for operations and maintenance				
599	2,446	1,000	7800-42	M & S Equipment - Shop		2,000	2,000	2,000
				Miscellaneous small equipment and tools for shop operations and maintenance				

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 19 - PARK MAINTENANCE Section : N/A Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
3,752	4,286	5,763	7840	M & S Computer Charges		5,146	5,146	5,146
			I.S. Fund materials & supplies costs shared city-wide					
6,639	7,560	6,660	7840-65	M & S Computer Charges - Park Maintenance		16,270	16,270	16,270
			Description		Units	Amt/Unit	Total	
			ESRI 17% - shared with Bldg,Plan.Eng.Street,WWS		1	2,250	2,250	
			Hansen software 25% - shared with Street, Eng, WWS		1	3,700	3,700	
			Office 365 Licensing		3	240	720	
			Adobe Pro license		1	400	400	
			Desktop replacement		1	1,200	1,200	
			Display TV for conference room		1	500	500	
			Discovery network connection		1	1,500	1,500	
			Facilities tech/licensing		1	6,000	6,000	
334,972	356,942	350,128	TOTAL MATERIALS AND SERVICES			621,706	429,206	429,206
			CAPITAL OUTLAY					
425	0	636	8750	Capital Outlay Computer Charges		1,081	0	0
			I.S. Fund capital outlay costs shared city-wide					
0	0	5,000	8750-65	Capital Outlay Computer Charges - Park Maintenance		0	0	0
0	0	0	8800	Building Improvements		35,000	0	0
0	0	17,000	8850	Vehicles		0	0	0
0	0	0	9300-05	Park Improvements - Play Equipment		0	0	0
425	0	22,636	TOTAL CAPITAL OUTLAY			36,081	0	0
1,313,861	1,330,573	1,409,913	TOTAL REQUIREMENTS			1,837,611	1,496,644	1,496,644

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 21 - LIBRARY Section : N/A Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
RESOURCES								
INTERGOVERNMENTAL								
0	0	0	4546	American Rescue Plan FY2021-22 Electric vehicle for Library home delivery FY2022-23 Library HVAC system upgrade	150,000	150,000	150,000	
5,164	0	0	4780	OR State Aid Grant - Library	0	0	0	
0	6,190	3,090	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	
0	0	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.	2,500	2,500	2,500	
0	0	0	4781-05	State Library of Oregon - Library Svcs and Tech Grant	0	0	0	
178,984	185,230	189,462	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.	295,000	295,000	295,000	
184,147	191,420	196,052	TOTAL INTERGOVERNMENTAL			451,000	451,000	451,000
CHARGES FOR SERVICES								
480	420	240	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.	300	300	300	
480	420	240	TOTAL CHARGES FOR SERVICES			300	300	300
FINES AND FORFEITURES								
15,081	11,674	4,000	6160	Fines & Lost Books Charges to library patrons for materials borrowed and not returned.	4,000	4,000	4,000	
15,081	11,674	4,000	TOTAL FINES AND FORFEITURES			4,000	4,000	4,000
MISCELLANEOUS								
0	0	500	6440	Donations - Library General library donations received from the public and local service groups for library books, materials, equipment, and special programs. This money is expended through account 8160, Donations-Library.	500	500	500	

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 21 - LIBRARY Section : N/A Program : N/A	2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
378	0	0	6440-05 Donations - Library - Bookmobile Donations received from the public and local service groups for bookmobile materials and expended through account 8160-05, Donations-Library-Bookmobile Books.	0	0	0
14,718	4,453	15,500	6440-10 Donations - Library - Library Foundation Even CY The Library Foundation raises money for the purchase of materials for borrowing and the bookmobile program. These funds are expended through account 01-21.7680-11, Donations - Library Foundation Even CY.	14,000	14,000	14,000
0	12,505	15,750	6440-11 Donations - Library - Library Foundation Odd CY The Library Foundation raises money for the purchase of materials for borrowing and the bookmobile program. These funds are expended through account 01-21.7680-12, Donations - Library Foundation Odd CY.	15,000	15,000	15,000
7,995	8,554	8,000	6440-15 Donations - Library - Friends of the Library The Friends of the Library support the purchase of materials for borrowing. These funds are expended through account 01-21.7680-16, Donations - Friends of the Library.	13,000	13,000	13,000
0	0	0	6440-20 Donations - Library - Adult Programs	0	0	0
4,479	0	4,000	6440-25 Donations - Library - Children's Programs Donations received from the public, granting agencies, and local service groups. This money expended through expenditure account 7680-15, Materials & Supplies-Donations-Children's Programs.	0	0	0
0	6,552	5,000	6440-35 Donations - Library - Kiwanis Donations received from this local service group. This money expended through expenditure account 8160-35, Donations-Library Kiwanis.	5,000	5,000	5,000
6,248	4,894	3,000	6600-98 Other Income - Library Miscellaneous 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.	3,000	3,000	3,000
33,818	36,958	51,750	<u>TOTAL MISCELLANEOUS</u>	50,500	50,500	50,500
233,526	240,472	252,042	<u>TOTAL RESOURCES</u>	505,800	505,800	505,800

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 21 - LIBRARY Section : N/A Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
REQUIREMENTS							
PERSONNEL SERVICES							
817	-3,130	0	7000	Salaries & Wages	0	0	0
555,631	575,520	725,846	7000-05	Salaries & Wages - Regular Full Time	1,024,247	1,024,247	1,024,247
				Library Director - 1.00 FTE			
				Library Manager - 1.00 FTE			
				Library Supervisor - Children's - 1.00 FTE			
				Library Supervisor - Circulation - 1.00 FTE			
				Library Supervisor - Reference - 1.00 FTE			
				Librarian - Reference - 1.00 FTE			
				Librarian - Reference / Young Adult - 1.00 FTE			
				Librarian - Children's - 2.00 FTE			
				Library Technician - Senior - Circulation - 2.00 FTE			
				Library Technician - Technical Services - 2.00 FTE			
335,652	286,908	341,023	7000-10	Salaries & Wages - Regular Part Time	255,008	171,413	171,413
				Librarian - Adult Services - 0.60 FTE			
				Librarian - Reference - 1.20 FTE			
				Library Technician - Children's - 1.28 FTE			
				Library Technician - Circulation - 1.05 FTE			
				Library Assistant - 1.05 FTE			
3,922	73	0	7000-15	Salaries & Wages - Temporary	0	0	0
76	-78	0	7000-20	Salaries & Wages - Overtime	0	0	0
4,503	3,696	3,696	7000-37	Salaries & Wages - Medical Opt Out Incentive	2,400	2,400	2,400
-140	-849	0	7300	Fringe Benefits	0	0	0
54,419	52,082	71,012	7300-05	Fringe Benefits - FICA - Social Security	77,540	72,485	72,485
12,727	12,181	13,232	7300-06	Fringe Benefits - FICA - Medicare	18,582	17,369	17,369
270,801	266,531	328,802	7300-15	Fringe Benefits - PERS - OPSRP - IAP	402,798	378,516	378,516
124,789	135,886	141,074	7300-20	Fringe Benefits - Medical Insurance	212,928	205,236	205,236
19,333	19,000	19,000	7300-22	Fringe Benefits - VEBA Plan	33,000	31,000	31,000
1,692	1,620	1,620	7300-25	Fringe Benefits - Life Insurance	1,200	1,140	1,140
4,401	4,408	4,312	7300-30	Fringe Benefits - Long Term Disability	2,276	2,158	2,158
703	698	819	7300-35	Fringe Benefits - Workers' Compensation Insurance	1,538	1,437	1,437
359	320	381	7300-37	Fringe Benefits - Workers' Benefit Fund	420	388	388
916	870	0	7300-40	Fringe Benefits - Unemployment	0	0	0
265	184	300	7400-10	Fringe Benefits - Volunteers - Workers' Compensation Insurance	299	299	299
1,390,865	1,355,920	1,651,117	TOTAL PERSONNEL SERVICES		2,032,236	1,908,088	1,908,088

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 21 - LIBRARY Section : N/A Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
<u>MATERIALS AND SERVICES</u>							
611	505	500	7500	Credit Card Fees Charges for credit card payment at circulation desk for lost items and out of area library card fees.	500	500	500
1,647	1,377	2,200	7540	Employee Events Costs shared city-wide for employee training, materials, and events.	1,700	1,700	1,700
11,527	3,136	10,000	7550	Travel & Education Membership in professional organizations, registration and travel to workshops, conferences and seminars.	12,000	12,000	12,000
1,957	1,598	1,500	7580	Volunteer Recognition Online background checks for library volunteers, recognition and gifts, including annual Volunteer Appreciation Day program and refreshments.	2,500	2,500	2,500
1,430	2,538	2,000	7590	Fuel - Vehicle & Equipment Fuel costs for home delivery, bookmobile, mileage reimbursement for homebound program, and outreach to preschools and daycares.	2,000	2,000	2,000
23,022	22,199	23,500	7600	Utilities	23,500	23,500	23,500
0	0	0	7600-04	Utilities - Water	0	0	0
14,100	15,700	17,700	7610-05	Insurance - Liability	21,330	21,330	21,330
9,700	11,300	11,900	7610-10	Insurance - Property	14,150	14,150	14,150
15,660	14,170	15,000	7620	Telecommunications Staff telephone service and elevator phone line.	15,000	15,000	15,000
25,259	16,368	27,000	7650	Janitorial Contract janitorial services and supplies and litter patrol.	30,000	30,000	30,000
599	683	650	7660	Materials & Supplies General library and staff room supplies.	650	650	650
703	635	650	7660-15	Materials & Supplies - Postage Inter-library loan books returned by mail and other library mailing costs.	650	650	650
3,115	2,940	3,500	7660-20	Materials & Supplies - Public Services Supplies for adult services including staff office supplies and copy paper, toner, and supplies for teen and adult computer use.	3,500	3,500	3,500
1,702	2,499	1,500	7660-30	Materials & Supplies - Public Information Brochures, bookmarks, and other materials to inform public of library services, hours, and contact information.	2,500	2,500	2,500
1,754	1,611	1,000	7660-60	Materials & Supplies - Administration	2,000	2,000	2,000
1,725	2,018	2,500	7660-63	Materials & Supplies - Library Circulation Chemeketa Cooperative Regional Library Service (CCRLS) chargebacks for courier service and circulation work group supplies.	2,500	2,500	2,500
5,683	6,001	6,000	7660-64	Materials & Supplies - Library Technical Services Processing supplies for books and audio visual materials; book covers, labels and audio-visual cases, staff office supplies.	6,000	6,000	6,000

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 21 - LIBRARY Section : N/A Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
2,550	2,495	2,000	7660-65	Materials & Supplies - Children's Programs	Supplies for children's services including staff office supplies and copy paper, toner, craft supplies, and 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
6,314	3,348	0	7680-11	Materials & Supplies - Donations - Library Foundation Even CY	Moved to 8160-25	0	0	0
0	12,505	0	7680-12	Materials & Supplies - Donations - Library Foundation Odd CY	Moved to 8160-30	0	0	0
4,479	0	0	7680-15	Materials & Supplies - Donations - Children's Programs	Moved to 8160-15	0	0	0
7,995	8,554	0	7680-16	Materials & Supplies - Donations - Friends of the Library	Moved to 8160-40	0	0	0
0	0	0	7710	Materials & Supplies - Grants		0	0	0
22,863	19,347	18,000	7720-08	Repairs & Maintenance - Building Repairs		18,000	18,000	18,000
24,541	23,194	25,000	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.	25,000	25,000	25,000
0	401	600	7720-14	Repairs & Maintenance - Vehicles	Repairs, maintenance and supplies for the library bookmobile and home delivery vehicle.	600	600	600
1,962	2,439	3,530	7750	Professional Services		0	0	0
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	3,040	3,040	3,040
7,270	8,924	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
10,505	4,929	2,500	7800	M & S Equipment	Furniture and equipment.	5,000	5,000	5,000
0	0	0	7810-05	M & S Equipment - Donations - Library Foundation		0	0	0
55,340	63,215	76,841	7840	M & S Computer Charges	I.S. Fund materials & supplies costs shared city-wide	86,740	86,740	86,740
15,035	7,877	16,800	7840-70	M & S Computer Charges - Library	Core services add package, \$3240 for 1 additional Surface and Office 365 licensing	20,960	20,960	20,960
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Office 365 Licensing	24	240	5,760		
			Scanner	1	1,000	1,000		
			Surface laptops	2	3,000	6,000		
			Desktops/Virtual Desktops	1	5,000	5,000		
			All in One Computers	2	1,600	3,200		

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 21 - LIBRARY Section : N/A Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
20,979	21,889	15,000	8150-05 Books & Materials - Adult Books	Fiction and non-fiction print books for adult borrowing.		22,000	22,000	22,000
1,312	1,352	0	8150-15 Books & Materials - Reference Online Database	Online subscriptions for public use.		0	0	0
15,147	15,265	15,500	8150-20 Books & Materials - Children's Books	Library books, audio visual, and other materials for children ages 0 - 12.		13,000	13,000	13,000
4,486	4,493	4,500	8150-25 Books & Materials - Young Adult Books	Library materials for young adults ages 12 - 17.		4,500	4,500	4,500
4,558	5,354	6,500	8150-30 Books & Materials - Large Print Books	Large print books for visually impaired adults.		6,500	6,500	6,500
1,377	1,777	2,000	8150-35 Books & Materials - Spanish Language Materials	Books and media in Spanish.		2,000	2,000	2,000
0	0	0	8150-40 Books & Materials - Bookmobile			0	0	0
4,367	4,499	4,500	8150-45 Books & Materials - Periodicals	Newspaper and magazine subscriptions.		4,500	4,500	4,500
8,047	8,555	8,500	8150-50 Books & Materials - Audio Visuals-DVD	Entertainment and non-fiction DVDs and Blu-rays.		8,500	8,500	8,500
5,017	5,162	0	8150-51 Books & Materials - Audio Visuals-CD Books	Fiction and non-fiction audiobooks.		5,500	5,500	5,500
1,998	3,947	0	8150-53 Books & Materials - Audio & Ebooks			4,000	4,000	4,000
0	0	0	8150-54 Books & Materials - Grants			0	0	0
5,164	6,190	3,090	8150-55 Books & Materials - State Grant Materials Odd CY	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.		3,500	3,500	3,500
0	0	3,500	8150-56 Books & Materials - State Grant Materials Even CY	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.		2,500	2,500	2,500
0	1,500	0	8150-60 Books & Materials - Emerging Collections	New trends in public library service emerge regularly to offer unique items for borrowing, such as cake pans, outdoor games, and other exciting new library collections. This budget is used to purchase such items for library patrons to borrow.		3,500	3,500	3,500
0	0	300	8160 Donations - Library	Various library purchases funded through revenue account 6440, Donations-Library.		500	500	500
378	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
0	0	4,000	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.		0	0	0

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 21 - LIBRARY Section : N/A Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
0	0	14,500	8160-25	Donations - Library - Library Foundation Even CY The purchase of materials for borrowing and the bookmobile program supplies come from this budget. Library Foundation revenue account 01-21.6440-10 includes funds to reimburse this line.	11,250	11,250	11,250	
0	0	11,250	8160-30	Donations - Library - Library Foundation Odd CY The purchase of materials for borrowing and the bookmobile program supplies come from this budget. Library Foundation revenue account 01-21.6440-11 includes funds to reimburse this line.	14,500	14,500	14,500	
0	6,552	5,000	8160-35	Donations - Library - Kiwanis	5,000	5,000	5,000	
0	0	8,000	8160-40	Donations - Library - Friends of the Library	13,000	13,000	13,000	
351,878	349,042	388,511	TOTAL MATERIALS AND SERVICES			436,570	436,570	436,570
CAPITAL OUTLAY								
6,271	0	8,477	8750	Capital Outlay Computer Charges I.S. Fund capital outlay costs shared city-wide	18,218	0	0	
0	41,680	0	8800	Building Improvements ARPA Funds: \$150,000 Library HVAC system upgrade	166,000	150,000	150,000	
0	0	0	8850	Vehicles ARPA Funds: Electric vehicle for Library home delivery	0	0	0	
0	0	0	8850-15	Vehicles - Grants	0	0	0	
6,271	41,680	8,477	TOTAL CAPITAL OUTLAY			184,218	150,000	150,000
1,749,014	1,746,641	2,048,105	TOTAL REQUIREMENTS			2,653,024	2,494,658	2,494,658

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 99 - NON-DEPARTMENTAL Section : N/A Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
RESOURCES								
PROPERTY TAXES								
13,664,282	14,194,045	14,972,000	4100-05	Property Taxes - Current		15,630,000	15,630,000	15,630,000
				Permanent operating property tax levy is \$5.02 per \$1,000				
341,926	268,236	300,000	4100-10	Property Taxes - Prior		300,000	300,000	300,000
				Collection of delinquent property taxes due from prior year permanent rate property tax levies.				
14,006,209	14,462,281	15,272,000	TOTAL PROPERTY TAXES			15,930,000	15,930,000	15,930,000
LICENSES AND PERMITS								
0	0	0	4205-04	Franchise Fees - McMinnville Water & Light-Water		805,000	0	0
1,909,687	2,766,911	2,011,515	4205-05	Franchise Fees - McMinnville Water & Light		4,281,000	2,286,000	2,286,000
				McMinnville Water and Light Department payment-in-lieu-of property tax: 6% residential, commercial, and "regular" industrial users. Over the FY2022-23 and FY2023-24 period, heavy industrial users - Cascade Steel Rolling Mills and Air Liquide - will phase up from 3% to 6%.				
4,984	5,008	3,500	4205-06	Franchise Fees - Miscellaneous-Telecommunications		5,000	5,000	5,000
				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. FY22 had one time multi-year catch up from a franchisee.				
29,877	23,793	26,600	4205-07	Franchise Fees - Zipler-Cable		24,000	24,000	24,000
				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 managment of local public access channel.				
29,381	29,860	27,075	4205-08	Franchise Fees - Zipler-Telephone		30,000	30,000	30,000
				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.				
166,965	178,704	177,480	4205-15	Franchise Fees - Comcast Communications-Cable		179,000	179,000	179,000
				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.				
393,842	401,781	385,000	4205-20	Franchise Fees - Recology Western Oregon		418,500	418,500	418,500
				Recology - Western Oregon franchise fee was increased from 3% to 4% effective October 2017 and from 4% to 5% effective July 2018				
220,264	207,320	215,000	4205-25	Franchise Fees - Northwest Natural		255,000	255,000	255,000
				NW Natural gas franchise fee is 5%.				
520,155	522,027	542,000	4205-30	Franchise Fees - McMinnville Wastewater Services		1,078,000	644,000	644,000
				Wastewater Services franchise fee is 6% starting in FY2022-23.				
201,792	309,129	275,000	4215	Marijuana Tax - Local		325,000	325,000	325,000
				Local City tax is based on 3% of marijuana sales				

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 99 - NON-DEPARTMENTAL Section : N/A Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
4,087	3,847	4,000	4490	Licenses & Permits - Misc Fees collected for liquor licenses, bicycle licenses, vehicle permits, etc.		3,800	3,800	3,800
3,481,034	4,448,379	3,667,170	TOTAL LICENSES AND PERMITS			7,404,300	4,170,300	4,170,300
INTERGOVERNMENTAL								
0	142,299	0	4545	Federal FEMA Grant		0	0	0
0	0	0	4546	American Rescue Plan		0	800,000	0
571,563	513,061	0	4548	Coronavirus Relief Fund (CRF)		0	0	0
36,993	32,803	25,000	4720	OR State Cigarette Taxes State Shared Revenue --- New 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.		29,100	29,100	29,100
401,235	445,515	400,000	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.		450,000	450,000	450,000
599,911	668,909	635,000	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.		639,500	639,500	639,500
150,431	132,196	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.		52,000	52,000	52,000
0	19,183	0	5010-01	Yamhill County - Other County Distributions		0	0	0
1,760,133	1,953,967	1,116,000	TOTAL INTERGOVERNMENTAL			1,170,600	1,970,600	1,170,600
CHARGES FOR SERVICES								
0	0	0	5305	City Service Charge Base rate \$13.00 per month . Rate will be adjusted for low income and multifamily discounts.		0	0	1,663,360
0	0	0	TOTAL CHARGES FOR SERVICES			0	0	1,663,360
MISCELLANEOUS								
127,503	34,923	60,000	6310	Interest Estimated interest income earned on investments		50,000	50,000	50,000
0	36,850	20,000	6310-01	Interest - Property taxes		25,000	25,000	25,000
36,302	1,737	0	6600	Other Income		0	0	0

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 99 - NON-DEPARTMENTAL Section : N/A Program : N/A				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
356,663	369,248	382,293	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.			392,782	392,782	392,782
520,468	442,758	462,293	TOTAL MISCELLANEOUS				467,782	467,782	467,782
TRANSFERS IN									
8,057	6,977	8,001	6900-05	Transfers In - Special Assessments			9,470	9,470	9,470
			Description	Units	Amt/Unit	Total			
			Administration and Finance personnel services support.	1	9,470	9,470			
337,659	361,365	381,585	6900-07	Transfers In - Transient Lodging Tax			525,933	525,933	600,383
			Description	Units	Amt/Unit	Total			
			Admin & Finance personnel services support.	1	33,933	33,933			
			Transfer 30% of transient lodging taxes collected	1	566,450	566,450			
0	0	0	6900-08	Transfers In - Affordable Housing			0	180,000	180,000
			Description	Units	Amt/Unit	Total			
			50% of net commercial construction excise tax	1	180,000	180,000			
0	0	0	6900-10	Transfers In - Telecommunications			0	0	0
0	0	1,531	6900-15	Transfers In - Emergency Communications			1,718	1,718	1,718
			Description	Units	Amt/Unit	Total			
			Finance personnel services support.	1	1,718	1,718			
273,322	305,591	276,923	6900-20	Transfers In - Street			342,826	337,516	337,516
			Description	Units	Amt/Unit	Total			
			Engineering, Admin, & Finance personnel services support.	1	312,034	312,034			
			Street Fund support of Engineering operations.	1	25,482	25,482			
143,258	98,190	96,427	6900-25	Transfers In - Airport			103,972	103,274	53,801
			Description	Units	Amt/Unit	Total			
			Airport Fund support of Engineering operations.	1	2,126	2,126			
			Engineering, Admin, & Finance personnel services support.	1	51,675	51,675			
191,705	144,253	114,753	6900-45	Transfers In - Transportation			120,949	120,219	120,219
			Description	Units	Amt/Unit	Total			
			Transportation Fund support of Engineering operations.	1	7,335	7,335			
			Engineering, Admin, & Finance personnel services support.	1	112,884	112,884			

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 99 - NON-DEPARTMENTAL Section : N/A Program : N/A				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
59,009	58,119	48,906	6900-50	Transfers In - Park Development			58,460	58,460	58,460
				Description	Units	Amt/Unit	Total		
				Parks & Rec Admin, Admin, & Finance personnel services support.	1	58,460	58,460		
66,231	46,900	46,113	6900-58	Transfers In - Urban Renewal			52,498	52,498	52,498
				Description	Units	Amt/Unit	Total		
				Planning personnel services support	1	52,498	52,498		
31,404	17,331	21,458	6900-70	Transfers In - Building			26,758	25,371	25,371
				Description	Units	Amt/Unit	Total		
				Engineering, Admin, & Finance personnel services support.	1	25,371	25,371		
331,187	359,141	367,708	6900-75	Transfers In - Wastewater Services			446,247	436,227	436,227
				Description	Units	Amt/Unit	Total		
				Wastewater Services Fund support of Engineering operations.	1	31,013	31,013		
				Engineering, Admin, & Finance personnel services support.	1	405,214	405,214		
249,194	168,476	211,100	6900-77	Transfers In - Wastewater Capital			230,978	229,238	229,238
				Description	Units	Amt/Unit	Total		
				Wastewater Capital Fund support of Engineering operations.	1	17,496	17,496		
				Engineering, Admin, & Finance personnel services support.	1	211,742	211,742		
174,483	0	0	6900-79	Transfers In - Ambulance			0	0	0
				Closing the Ambulance Fund and moving remaining balance to the General Fund.					
552,923	599,331	186,470	6900-85	Transfers In - Insurance Services			212,351	208,884	208,884
				Insurance Services Fund distribution is to fund salaries and fringe benefits for Human Resources manager in General Fund Administration Department.					
				Description	Units	Amt/Unit	Total		
				Administration and Finance personnel services support.	1	80,658	80,658		
				Insurance Services Fund support of HR Manager position	1	128,226	128,226		
209,542	187,293	187,297	6901-59	Transfers In - Interfund Debt - Urban Renewal Debt Service			187,288	187,288	187,288
				Description	Units	Amt/Unit	Total		
				Bank loan payment - Principal	1	155,230	155,230		
				Bank loan payment - Interest	1	32,058	32,058		
174,600	570,061	0	6901-77	Transfers In - Interfund Debt - Wastewater Capital			672,300	0	0

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 99 - NON-DEPARTMENTAL Section : N/A Program : N/A	2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
2,802,574	2,923,029	1,948,272	<u>TOTAL TRANSFERS IN</u>	2,991,748	2,476,096	2,501,073
22,570,418	24,230,414	22,465,735	<i>TOTAL RESOURCES</i>	27,964,430	25,014,778	25,903,115

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 99 - NON-DEPARTMENTAL Section : N/A Program : N/A				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
REQUIREMENTS									
PERSONNEL SERVICES									
0	0	51,097	7300-40	Fringe Benefits - Unemployment			14,999	14,999	14,999
0	0	51,097	TOTAL PERSONNEL SERVICES				14,999	14,999	14,999
MATERIALS AND SERVICES									
0	0	0	7750-25	Professional Services - County charges			0	0	0
0	0	0	TOTAL MATERIALS AND SERVICES				0	0	0
SPECIAL PAYMENTS									
0	0	0	9396	Grant Pass Through Funds			0	0	0
57,581	277,532	0	9396-05	Grant Pass Through Funds - Coronavirus Relief Funds			0	0	0
57,581	277,532	0	TOTAL SPECIAL PAYMENTS				0	0	0
DEBT SERVICE									
275,060	295,290	316,540	9417-05	PERS Transition Liability - Principal			338,820	338,820	338,820
				In 2016-17, PERS Transition Liability was refinanced with a 10 year bank loan.					
81,603	73,958	65,753	9417-10	PERS Transition Liability - Interest			56,962	56,962	56,962
				In 2016-17, PERS Transition Liability was refinanced with a 10 year bank loan.					
146,060	149,060	152,120	9540-05	Alpine Avenue-Urban Renewal - Principal			155,230	155,230	155,230
				Payment of principal on debt issued by City in 2016-17 for construction of Urban Renewal portion of Alpine Ave					
41,228	38,233	35,177	9540-10	Alpine Avenue-Urban Renewal - Interest			32,058	32,058	32,058
				Payment of interest on debt issued by City in 2016-17 for construction of Urban Renewal portion of Alpine Ave					
543,951	556,541	569,590	TOTAL DEBT SERVICE				583,070	583,070	583,070
TRANSFERS OUT									
893,670	897,853	819,282	9700-15	Transfers Out - Emergency Communications			819,372	702,772	702,772
			Description	Units	Amt/Unit	Total			
			General Fund support for YCOM dispatching service-Police	1	520,000	520,000			
			General Fund support for Emergency Comm equipment debt pmt	1	37,172	37,172			
			General Fund support for YCOM dispatching services-Fire	1	51,000	51,000			
			General Fund support for YCOM dispatching services-Ambulance	1	94,600	94,600			

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 99 - NON-DEPARTMENTAL Section : N/A Program : N/A				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
0	0	0	9700-58	Transfers Out - Urban Renewal				0	0	0
408,455	408,038	470,219	9700-80	Transfers Out - Information Systems				501,315	501,315	501,315
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
				Information Systems personnel services support.	1	501,315	501,315			
0	37,312	161,621	9701-77	Transfers Out - Interfund Debt - Wastewater Capital				157,632	157,632	157,632
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
				Payment on 2020 Police vehicles - 3	1	37,312	37,312			
				Payment on 2021 Police vehicles - 3	1	37,699	37,699			
				Payment on 2021 Fire Dept Defibrillators	1	53,250	53,250			
				Payment on 2021 Fire Dept vehicle & air compressor	1	23,655	23,655			
				Payment on 2021 Police audio visual equipment	1	5,716	5,716			
1,302,125	1,343,203	1,451,122	TOTAL TRANSFERS OUT				1,478,319	1,361,719	1,361,719	
CONTINGENCIES										
0	0	793,578	9800	Contingencies				1,000,000	1,000,000	1,000,000
0	0	793,578	TOTAL CONTINGENCIES				1,000,000	1,000,000	1,000,000	
ENDING FUND BALANCE										
0	0	0	9901-01	Designated End FB - General Fd - Grants				0	0	0
711,883	786,091	685,600	9901-07	Designated End FB - General Fd - LOSAP				850,000	850,000	850,000
				Designated carryover from proposed budget year to sbusequent for the Length of Service Award Program (LOSAP), the City's retirement benefit program for volunteer firefighters.						
4,876,208	4,975,667	1,470,823	9999	Unappropriated Ending Fd Balance				2,713,253	2,906,928	3,005,724
				Undesignated carryover from proposed budget year to subsequent year, includes the excess (deficit) of revenues over (under) expenditures from prior year operations.						
5,588,091	5,761,758	2,156,423	TOTAL ENDING FUND BALANCE				3,563,253	3,756,928	3,855,724	
7,491,748	7,939,034	5,021,810	TOTAL REQUIREMENTS				6,639,641	6,716,716	6,815,512	

Budget Document Report

01 - GENERAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
35,060,152	35,521,993	35,767,251	TOTAL RESOURCES	43,986,168	42,212,516	42,326,312
35,060,152	35,521,993	35,715,470	TOTAL REQUIREMENTS	43,986,168	42,212,516	42,326,312

Budget Document Report

05 - GRANTS AND SPECIAL ASSESSMENTS FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
RESOURCES									
BEGINNING FUND BALANCE									
0	0	0	4005-01	Designated Begin Fd Balance - Grants & Special Assess - Grants			3,962,869	2,656,369	2,656,369
			<div>DescriptionUnitsAmt/UnitTotal</div>						
			ARPA grant roll over from year 112,356,3692,356,369						
			Opioid Settlement1300,000300,000						
145,086	139,706	133,979	4090	Beginning Fund Balance			133,604	133,604	133,604
			Estimated July 1 carryover from prior year						
145,086	139,706	133,979	TOTAL BEGINNING FUND BALANCE			4,096,473	2,789,973	2,789,973	
INTERGOVERNMENTAL									
15,000	308,583	325,000	4520-19	Community Development Block Grnt - 2019 Housing Rehabilitation			0	0	0
0	0	7,081,800	4546	American Rescue Plan			3,478,300	724,996	724,996
0	28,500	0	4548-05	Coronavirus Relief Fund (CRF) - Covid-19 Business Assist Fund			0	0	0
0	28,500	0	4595-05	OR Business Development Dept - Covid-19 Business Assist Fund			0	0	0
0	0	0	4776-05	OR Dept of Administrative Svcs - Navigation Center Grant			0	0	0
15,000	365,583	7,406,800	TOTAL INTERGOVERNMENTAL			3,478,300	724,996	724,996	
FINES AND FORFEITURES									
0	0	0	6105	Opioid Settlement			0	400,000	400,000
0	0	0	TOTAL FINES AND FORFEITURES			0	400,000	400,000	
SPECIAL ASSESSMENTS									
0	0	0	6210	Street Assessment			0	0	0
53,509	52,226	60,000	6250	Downtown Economic Assessment			60,000	60,000	60,000
			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 three-year DEID Assessment District's duration is from August 1, 2019 to July 31, 2022.						
53,509	52,226	60,000	TOTAL SPECIAL ASSESSMENTS			60,000	60,000	60,000	

Budget Document Report

05 - GRANTS AND SPECIAL ASSESSMENTS FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
MISCELLANEOUS							
2,647	1,048	1,200	6310	Interest	1,500	1,500	1,500
30	19	50	6310-25	Interest - Assessments	50	50	50
Interest collected on past due assessment accounts.							
2,677	1,067	1,250	TOTAL MISCELLANEOUS		1,550	1,550	1,550
216,272	558,582	7,602,029	TOTAL RESOURCES		7,636,323	3,976,519	3,976,519

Budget Document Report

05 - GRANTS AND SPECIAL ASSESSMENTS FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
REQUIREMENTS										
MATERIALS AND SERVICES										
0	57,000	0	7595-05	Business Assistance Grant - Covid-19			0	0	0	
0	0	0	7660-07	Materials & Supplies - Opioid Settlement			0	400,000	400,000	
0	0	7,081,800	7710	Materials & Supplies - Grants American Rescue Plan funds			4,000,000	2,000,000	2,000,000	
0	0	0	7710-17	Materials & Supplies - Grants - Navigation Center			1,200,000	0	0	
53,509	52,226	60,000	8020	McMinnville Downtown Association Pass through to the McMinnville Downtown Association (MDA) of the DEID assessment collections.			60,000	60,000	60,000	
15,000	308,583	325,000	8220-19	Yamhill Co Affordable Housing - 2019 Community Dev Block Grant			0	0	0	
68,509	417,809	7,466,800	TOTAL MATERIALS AND SERVICES					5,260,000	2,460,000	2,460,000
TRANSFERS OUT										
8,057	6,977	8,001	9700-01	Transfers Out - General Fund			9,470	9,470	9,470	
			Description	Units	Amt/Unit	Total				
			Administration and Finance personnel services support.	1	9,470	9,470				
8,057	6,977	8,001	TOTAL TRANSFERS OUT					9,470	9,470	9,470
CONTINGENCIES										
0	0	34,701	9800	Contingencies			0	0	0	
0	0	34,701	TOTAL CONTINGENCIES					0	0	0
ENDING FUND BALANCE										
0	0	0	9905-01	Designated Ending Fund Balance - Grants & Special Assess - Grants			2,241,169	1,381,365	1,381,365	
			Description	Units	Amt/Unit	Total				
			ARPA grant rollover to year 3	1	1,081,365	1,081,365				
			Opioid Settlement Balance forward	1	300,000	300,000				
139,706	133,796	92,527	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.			125,684	125,684	125,684	
139,706	133,796	92,527	TOTAL ENDING FUND BALANCE					2,366,853	1,507,049	1,507,049
216,272	558,582	7,602,029	TOTAL REQUIREMENTS					7,636,323	3,976,519	3,976,519

Budget Document Report

05 - GRANTS AND SPECIAL ASSESSMENTS FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
216,272	558,582	7,602,029	TOTAL RESOURCES	7,636,323	3,976,519	3,976,519
216,272	558,582	7,602,029	TOTAL REQUIREMENTS	7,636,323	3,976,519	3,976,519

Budget Document Report

07 - TRANSIENT LODGING TAX FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
RESOURCES							
<u>BEGINNING FUND BALANCE</u>							
262,486	0	0	4090	Beginning Fund Balance Estimated July 1 carryover from prior year	0	0	0
262,486	0	0	<u>TOTAL BEGINNING FUND BALANCE</u>		0	0	0
<u>LICENSES AND PERMITS</u>							
1,059,160	1,125,340	1,197,000	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	1,680,000	1,680,000	1,929,200
1,059,160	1,125,340	1,197,000	<u>TOTAL LICENSES AND PERMITS</u>		1,680,000	1,680,000	1,929,200
<u>MISCELLANEOUS</u>							
1,888	85	200	6310	Interest Interest on past due transient lodging tax payments	200	200	200
6,001	-16	2,000	6600	Other Income Penalties on past due transient lodging tax payments	0	0	0
7,889	69	2,200	<u>TOTAL MISCELLANEOUS</u>		200	200	200
1,329,535	1,125,410	1,199,200	TOTAL RESOURCES		1,680,200	1,680,200	1,929,400

Budget Document Report

07 - TRANSIENT LODGING TAX FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
REQUIREMENTS										
MATERIALS AND SERVICES										
516	836	1,100	7750	Professional Services				5,000	5,000	5,000
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				2,302	2,302	2,302
991,360	762,970	816,515	8017	Tourism Promotion & Programs Transient Lodging Taxes paid to Visit McMinnville. FY20 will have 5 payments to Visit McMinnville in order to match the accrued Q4 revenue to an accrued Q4 payment.. FY21 will have the standard 4 quarterly payments.				1,146,965	1,146,965	1,321,715
991,876	763,806	817,615	TOTAL MATERIALS AND SERVICES					1,154,267	1,154,267	1,329,017
TRANSFERS OUT										
337,659	361,365	381,585	9700-01	Transfers Out - General Fund				525,933	525,933	600,383
				Description	Units	Amt/Unit	Total			
				Transfer 30% of transient lodging taxes collected	1	566,450	566,450			
				Admin & Finance personnel services support.	1	33,933	33,933			
337,659	361,365	381,585	TOTAL TRANSFERS OUT					525,933	525,933	600,383
ENDING FUND BALANCE										
0	239	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
0	239	0	TOTAL ENDING FUND BALANCE					0	0	0
1,329,535	1,125,410	1,199,200	TOTAL REQUIREMENTS					1,680,200	1,680,200	1,929,400

Budget Document Report

07 - TRANSIENT LODGING TAX FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
1,329,535	1,125,410	1,199,200	TOTAL RESOURCES	1,680,200	1,680,200	1,929,400
1,329,535	1,125,410	1,199,200	TOTAL REQUIREMENTS	1,680,200	1,680,200	1,929,400

Budget Document Report

08 - AFFORDABLE HOUSING FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
RESOURCES										
BEGINNING FUND BALANCE										
0	0	0	4008-01	Designated Begin Fd Balance - Affordable Housing - Grants				0	1,200,000	1,200,000
			Description	Units	Amt/Unit	Total				
			Navigation Center grant roll over from year 1	1	1,200,000	1,200,000				
0	0	0	4090	Beginning Fund Balance				0	0	0
0	0	0	TOTAL BEGINNING FUND BALANCE					0	1,200,000	1,200,000
LICENSES AND PERMITS										
0	0	0	4208	Construction Excise Tax				0	600,000	600,000
			Description	Units	Amt/Unit	Total				
			Residential	1	225,000	225,000				
			Commercial	1	375,000	375,000				
0	0	0	TOTAL LICENSES AND PERMITS					0	600,000	600,000
INTERGOVERNMENTAL										
0	0	0	4546	American Rescue Plan				0	800,000	800,000
			Description	Units	Amt/Unit	Total				
			Stratus Village	1	300,000	300,000				
			Navigation Center	1	500,000	500,000				
0	0	1,500,000	4776-05	OR Dept of Administrative Svcs - Navigation Center Grant				0	1,500,000	1,500,000
0	0	1,500,000	TOTAL INTERGOVERNMENTAL					0	2,300,000	2,300,000
MISCELLANEOUS										
0	0	0	6310	Interest				0	0	0
0	0	0	TOTAL MISCELLANEOUS					0	0	0
0	0	1,500,000	TOTAL RESOURCES					0	4,100,000	4,100,000

Budget Document Report

08 - AFFORDABLE HOUSING FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
REQUIREMENTS									
MATERIALS AND SERVICES									
0	0	0	7520	Public Notices & Printing			0	2,500	2,500
0	0	0	7660	Materials & Supplies			0	2,500	2,500
0	0	0	7750	Professional Services			0	127,000	127,000
			Description	Units	Amt/Unit	Total			
			Residential - OR housing community service fee	1	32,400	32,400			
			City Administration	1	19,000	19,000			
			Residential - Affordable housing programs	1	75,600	75,600			
0	0	0	8016	Affordable Housing			0	1,088,000	1,088,000
			Description	Units	Amt/Unit	Total			
			Residential - Developer incentives	1	108,000	108,000			
			Commercial - Affordable housing incentives	1	180,000	180,000			
			ARPA: Stratus Village	1	300,000	300,000			
			ARPA: Navigation Center	1	500,000	500,000			
0	0	0	TOTAL MATERIALS AND SERVICES				0	1,220,000	1,220,000
CAPITAL OUTLAY									
0	0	300,000	8800	Building Improvements			0	2,700,000	2,700,000
			Navigation Center						
0	0	300,000	TOTAL CAPITAL OUTLAY				0	2,700,000	2,700,000
TRANSFERS OUT									
0	0	0	9700-01	Transfers Out - General Fund			0	180,000	180,000
			Description	Units	Amt/Unit	Total			
			50% of net commercial construction excise tax	1	180,000	180,000			
0	0	0	TOTAL TRANSFERS OUT				0	180,000	180,000
CONTINGENCIES									
0	0	0	9800	Contingencies			0	0	0
0	0	0	TOTAL CONTINGENCIES				0	0	0
ENDING FUND BALANCE									
0	0	1,200,000	9908-01	Designated Ending Fund Balance - Affordable Housing - Grants			0	0	0
0	0	0	9999	Unappropriated Ending Fd Balance			0	0	0

Budget Document Report

08 - AFFORDABLE HOUSING FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
0	0	1,200,000	<u>TOTAL ENDING FUND BALANCE</u>	0	0	0
0	0	1,500,000	<i>TOTAL REQUIREMENTS</i>	0	4,100,000	4,100,000

Budget Document Report

08 - AFFORDABLE HOUSING FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
0	0	1,500,000	TOTAL RESOURCES	0	4,100,000	4,100,000
0	0	1,500,000	TOTAL REQUIREMENTS	0	4,100,000	4,100,000

Budget Document Report

10 - TELECOMMUNICATIONS FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
RESOURCES								
BEGINNING FUND BALANCE								
1,886	1,933	1,947	4090	Beginning Fund Balance Estimated July 1 carryover from the prior year	1,975	1,975	1,975	
1,886	1,933	1,947	TOTAL BEGINNING FUND BALANCE			1,975	1,975	1,975
LICENSES AND PERMITS								
24,445	19,467	22,000	4205-07	Franchise Fees - Zipley-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.	23,000	23,000	23,000	
136,608	146,213	145,000	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.	147,000	147,000	147,000	
9,523	6,829	8,000	4275-07	Subscriber Fees - PEG - Ziply-Cable \$1 per month subscriber fee received from Ziply Fiber for public access channel capital expenditures; passed through to McMinnville Community Media (MCM).	8,200	8,200	8,200	
72,394	73,548	73,000	4275-15	Subscriber Fees - PEG - Comcast-Cable \$1 per month subscriber fee received from Comcast for public access channel capital expenditures; passed through to McMinnville Community Media (MCM).	74,000	74,000	74,000	
242,970	246,057	248,000	TOTAL LICENSES AND PERMITS			252,200	252,200	252,200
MISCELLANEOUS								
47	22	20	6310	Interest	25	25	25	
47	22	20	TOTAL MISCELLANEOUS			25	25	25
244,903	248,012	249,967	TOTAL RESOURCES			254,200	254,200	254,200

Budget Document Report

10 - TELECOMMUNICATIONS FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
REQUIREMENTS								
MATERIALS AND SERVICES								
136,608	146,213	145,000	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.	147,000	147,000	147,000	
24,445	19,467	22,000	8170-07	McMinnville Community Media - Zipey Franchise Fee-Cable Zipey cable franchise fee passed through to McMinnville Community Media (MCM) for management of local public access channel.	23,000	23,000	23,000	
72,394	73,548	73,000	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 Zipey. Fee is required to be spent on cable access channel capital equipment.	74,000	74,000	74,000	
9,523	6,829	8,000	8170-17	McMinnville Community Media - PEG Access Support-Zipey 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.	8,200	8,200	8,200	
242,970	246,057	248,000	TOTAL MATERIALS AND SERVICES			252,200	252,200	252,200
TRANSFERS OUT								
0	0	0	9700-01	Transfers Out - General Fund	0	0	0	
0	0	0	TOTAL TRANSFERS OUT			0	0	0
CONTINGENCIES								
0	0	1,500	9800	Contingencies	1,500	1,500	1,500	
0	0	1,500	TOTAL CONTINGENCIES			1,500	1,500	1,500
ENDING FUND BALANCE								
1,933	1,955	467	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.	500	500	500	
1,933	1,955	467	TOTAL ENDING FUND BALANCE			500	500	500
244,903	248,012	249,967	TOTAL REQUIREMENTS			254,200	254,200	254,200

Budget Document Report

10 - TELECOMMUNICATIONS FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
244,903	248,012	249,967	TOTAL RESOURCES	254,200	254,200	254,200
244,903	248,012	249,967	TOTAL REQUIREMENTS	254,200	254,200	254,200

Budget Document Report

15 - EMERGENCY COMMUNICATIONS FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
RESOURCES							
BEGINNING FUND BALANCE							
401,382	111,613	95,409	4090	Beginning Fund Balance Estimated July 1 carryover from the prior year	141,006	141,006	141,006
326,382	111,613	95,409	TOTAL BEGINNING FUND BALANCE		141,006	141,006	141,006
LICENSES AND PERMITS							
3,743	3,761	3,000	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.	3,600	3,600	3,600
22,038	22,425	20,500	4205-08	Franchise Fees - Zipler-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.	23,000	23,000	23,000
25,782	26,186	23,500	TOTAL LICENSES AND PERMITS		26,600	26,600	26,600
INTERGOVERNMENTAL							
7,500	7,500	7,500	5040-05	Yamhill Communications Agency - Radio System City funds for radio equipment reserve held by Yamhill County	7,500	7,500	7,500
7,500	7,500	7,500	TOTAL INTERGOVERNMENTAL		7,500	7,500	7,500
CHARGES FOR SERVICES							
15,480	15,480	15,598	5325	System Access Fees Fees charged for access to City's radio system.	15,598	15,598	15,598
15,480	15,480	15,598	TOTAL CHARGES FOR SERVICES		15,598	15,598	15,598
MISCELLANEOUS							
731	135	200	6310	Interest	200	200	200
731	135	200	TOTAL MISCELLANEOUS		200	200	200

Budget Document Report

15 - EMERGENCY COMMUNICATIONS FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
TRANSFERS IN										
893,670	897,853	819,282	6900-01	Transfers In - General Fund				819,372	702,772	702,772
			Description	Units	Amt/Unit	Total				
			General Fund support for Emergency Comm equipment debt payment	1	37,172	37,172				
			General Fund support for YCOM dispatching services- Police	1	520,000	520,000				
			General Fund support for YCOM dispatching services- Fire	1	51,000	51,000				
			General Fund support for YCOM dispatching services- Ambulance	1	94,600	94,600				
893,670	897,853	819,282	TOTAL TRANSFERS IN				819,372	702,772	702,772	
1,344,545	1,058,767	961,489	TOTAL RESOURCES				1,010,276	893,676	893,676	

Budget Document Report

15 - EMERGENCY COMMUNICATIONS FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
REQUIREMENTS								
MATERIALS AND SERVICES								
3,695	1,300	11,320	7720-06	Repairs & Maintenance - Equipment		11,320	11,320	11,320
48,765	45,335	45,476	7750	Professional Services		45,476	45,476	45,476
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		1,100	1,100	1,100
3,294	3,346	0	7800	M & S Equipment		0	0	0
838,357	860,681	782,110	8180-05	YCOM - Other Governmental Services City's support for dispatching emergency communication services provided by Yamhill Communications Agency (YCOM).		805,573	665,600	665,600
894,111	910,662	838,906	TOTAL MATERIALS AND SERVICES			863,469	723,496	723,496
CAPITAL OUTLAY								
75,000	0	0	8710	Equipment		0	0	0
75,000	0	0	TOTAL CAPITAL OUTLAY			0	0	0
DEBT SERVICE								
34,538	29,124	30,333	9520-05	Equipment-Lease Purchase - Principal Principal payment for lease authorized in 2019-20. Payment due on September 15, 2020. 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.		31,592	31,592	31,592
2,634	8,047	6,839	9520-10	Equipment-Lease Purchase - Interest Interest payment on lease due September 15, 2020.		5,580	5,580	5,580
37,172	37,172	37,172	TOTAL DEBT SERVICE			37,172	37,172	37,172
TRANSFERS OUT								
0	0	1,531	9700-01	Transfers Out - General Fund		1,718	1,718	1,718
			Description	Units	Amt/Unit	Total		
			Finance personnel services support.	1	1,718	1,718		
0	0	1,531	TOTAL TRANSFERS OUT			1,718	1,718	1,718
CONTINGENCIES								
0	0	44,898	9800	Contingencies		45,000	45,000	45,000
0	0	44,898	TOTAL CONTINGENCIES			45,000	45,000	45,000

Budget Document Report

15 - EMERGENCY COMMUNICATIONS FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
ENDING FUND BALANCE							
338,262	110,934	38,982	9999	Unappropriated Ending Fd Balance	62,917	86,290	86,290
Undesignated carryover from proposed budget year to subsequent year, includes excess (deficit) of revenues over (under) expenditures from proposed budget year operations							
338,262	110,934	38,982	TOTAL ENDING FUND BALANCE		62,917	86,290	86,290
1,344,544	1,058,768	961,489	TOTAL REQUIREMENTS		1,010,276	893,676	893,676

Budget Document Report

15 - EMERGENCY COMMUNICATIONS FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
1,344,545	1,058,767	961,489	TOTAL RESOURCES	1,010,276	893,676	893,676
1,344,544	1,058,767	961,489	TOTAL REQUIREMENTS	1,010,276	893,676	893,676

Budget Document Report

20 - STREET FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
RESOURCES										
BEGINNING FUND BALANCE										
2,089,468	1,774,118	1,397,066	4090	Beginning Fund Balance				2,391,406	2,391,406	2,580,907
			Estimated July 1 undesignated carryover from prior year							
2,089,468	1,774,118	1,397,066	TOTAL BEGINNING FUND BALANCE				2,391,406	2,391,406	2,580,907	
LICENSES AND PERMITS										
6	12	50	4300	Bicycle Fees				50	50	50
6	12	50	TOTAL LICENSES AND PERMITS				50	50	50	
INTERGOVERNMENTAL										
0	0	0	4545	Federal FEMA Grant				0	0	0
0	0	0	4546	American Rescue Plan				0	0	0
42,986	28,265	0	4548	Coronavirus Relief Fund (CRF)				0	0	0
0	0	0	4590-30	ODOT Federal Grants - Hwy Infrastruct Prog(HIP-CRRSAA)				0	0	0
2,316,591	2,553,783	2,600,000	4740	OR State Gas Taxes				2,750,000	2,750,000	2,750,000
			State highway revenues (fuel taxes, license fees, weight-mile taxes) distributed monthly to cities on a per capita basis.							
2,359,577	2,582,048	2,600,000	TOTAL INTERGOVERNMENTAL				2,750,000	2,750,000	2,750,000	
MISCELLANEOUS										
32,563	10,310	15,000	6310	Interest				11,000	11,000	11,000
5,784	8,741	5,000	6600	Other Income				0	0	0
38,347	19,050	20,000	TOTAL MISCELLANEOUS				11,000	11,000	11,000	
TRANSFERS IN										
21,156	22,889	6,016	6900-85	Transfers In - Insurance Services				6,473	6,473	6,473
			Description	Units	Amt/Unit	Total				
			Insurance Services Fund support of HR Manager position	1	6,473	6,473				
21,156	22,889	6,016	TOTAL TRANSFERS IN				6,473	6,473	6,473	
4,508,553	4,398,117	4,023,132	TOTAL RESOURCES				5,158,929	5,158,929	5,348,430	

Budget Document Report

20 - STREET FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
REQUIREMENTS							
PERSONNEL SERVICES							
1,172	-4,174	0	7000	Salaries & Wages	0	0	0
496,602	479,592	513,834	7000-05	Salaries & Wages - Regular Full Time	561,078	561,078	561,078
				Maintenance & Operations - Superintendent - 0.50 FTE			
				Maintenance & Operations - Supervisor - Street - 0.95 FTE			
				Maintenance & Operations - Supervisor - Park Maint - 0.05 FTE			
				Supervisor - Conveyance - 0.10 FTE			
				Mechanic - Ops & Maint - 0.45 FTE			
				Maintenance Specialist - 1.00 FTE			
				Maintenance Technician - Senior - 3.00 FTE			
				Maintenance Technician - Senior - WWS - 0.50 FTE			
				Maintenance Technician - 1.00 FTE			
				Management Support Specialist - Senior - 0.50 FTE			
38,122	33,804	53,100	7000-15	Salaries & Wages - Temporary	63,650	63,650	63,650
				Extra Help - Streets - 1.99 FTE			
9,804	9,665	7,500	7000-20	Salaries & Wages - Overtime	8,080	8,080	8,080
1,170	120	120	7000-37	Salaries & Wages - Medical Opt Out Incentive	0	0	0
389	-974	0	7300	Fringe Benefits	0	0	0
32,745	31,355	35,402	7300-05	Fringe Benefits - FICA - Social Security	38,286	38,286	38,286
7,658	7,333	8,079	7300-06	Fringe Benefits - FICA - Medicare	9,174	9,174	9,174
149,158	144,452	168,471	7300-15	Fringe Benefits - PERS - OPSRP - IAP	184,275	184,275	184,275
118,798	124,899	131,574	7300-20	Fringe Benefits - Medical Insurance	135,578	135,578	135,578
18,525	19,400	18,500	7300-22	Fringe Benefits - VEBA Plan	18,400	18,400	18,400
870	849	864	7300-25	Fringe Benefits - Life Insurance	483	483	483
2,699	2,699	2,680	7300-30	Fringe Benefits - Long Term Disability	1,262	1,262	1,262
43,057	40,685	46,221	7300-35	Fringe Benefits - Workers' Compensation Insurance	31,730	31,730	31,730
204	174	224	7300-37	Fringe Benefits - Workers' Benefit Fund	230	230	230
123	4,044	1,001	7300-40	Fringe Benefits - Unemployment	4,001	4,001	4,001
921,096	893,924	987,570	TOTAL PERSONNEL SERVICES		1,056,227	1,056,227	1,056,227
MATERIALS AND SERVICES							
877	1,834	1,250	7530	Training	1,725	1,725	1,725
766	640	1,100	7540	Employee Events	900	900	900
				Costs shared city-wide for employee training, materials, and events.			
2,987	516	5,000	7550	Travel & Education	5,900	5,900	5,900

Budget Document Report

20 - STREET FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
20,553	19,655	18,000	7590	Fuel - Vehicle & Equipment		46,000	46,000	46,000
13,448	13,172	13,500	7600	Utilities		13,500	13,500	13,500
0	0	0	7600-04	Utilities - Water		0	0	0
63,200	65,500	66,800	7610-05	Insurance - Liability		73,340	73,340	73,340
8,300	9,600	10,000	7610-10	Insurance - Property		11,180	11,180	11,180
6,852	7,052	11,600	7620	Telecommunications		10,500	10,500	18,125
				Includes funding for redundant communications capability-cell phones and radio system maintenance				
2,394	2,295	2,900	7650	Janitorial		2,900	2,900	2,900
16,746	15,425	30,625	7660	Materials & Supplies		17,500	17,500	17,500
53,266	17,950	78,500	7720	Repairs & Maintenance		78,500	78,500	78,500
				Materials and supplies for street maintenance activities				
0	0	0	7720-05	Repairs & Maintenance - Inventory-InterDept Projects		0	0	0
32,641	12,297	27,500	7720-06	Repairs & Maintenance - Equipment		30,000	30,000	30,000
0	0	0	7720-07	Repairs & Maintenance - Inventory-Equipment		0	0	0
5,442	4,331	5,000	7720-10	Repairs & Maintenance - Building Maintenance		7,500	7,500	7,500
				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
4,716	5,070	6,000	7720-28	Repairs & Maintenance - Right of Way		6,500	6,500	6,500
				Materials and supplies for maintenance of right-of-way and landscape areas within city street right-of-way.				
40,182	4,750	40,000	7720-30	Repairs & Maintenance - Sidewalks		40,000	40,000	40,000
				Repair and construction of city sidewalks and wheelchair ramps.				
4,913	7,635	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.				
43,778	4,530	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.				
9,936	6,389	19,520	7750	Professional Services		21,000	21,000	27,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Miscellaneous Professional Services	1	15,000	15,000	
				Pavement Rating Services	1	12,000	12,000	
0	0	0	7750-01	Professional Services - Audit & other city-wide prof svc		2,970	2,970	2,970
				Costs shared city-wide for Audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses				
189,381	265,356	329,800	7780-12	Contract Services - Street Maintenance		422,800	422,800	472,800

Budget Document Report

20 - STREET FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 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 Sweeping	1	20,000	20,000		
			Citywide Sweeping	1	244,000	244,000		
			Inmate Work Crew	1	3,600	3,600		
			Striping	1	37,500	37,500		
			Snow Removal Services	1	5,000	5,000		
			Pavement Repairs	1	150,000	150,000		
			Backflow Testing	1	1,200	1,200		
			Graffiti Removal	1	1,500	1,500		
			Homeless Camp Cleanup	1	10,000	10,000		
3,087	1,358	3,000	7800 M & S Equipment				3,000	3,000
			Miscellaneous small equipment for operations and maintenance					
599	2,446	1,000	7800-42 M & S Equipment - Shop				1,500	1,500
			Miscellaneous small equipment and tools for shop operations and maintenance					
4,690	5,357	7,044	7840 M & S Computer Charges				9,556	9,556
			I.S. Fund materials & supplies costs shared city-wide					
11,311	11,096	9,920	7840-75 M & S Computer Charges - Street				15,910	15,910
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			ESRI 17% shared with Bldg, Plan,Eng,Park Maint, WWS	1	2,250	2,250		
			Office 365 Licensing	4	240	960		
			Hansen software 25% - shared with Eng, Park Maint, WWS	1	3,700	3,700		
			Street Saver software	1	4,500	4,500		
			Adobe Pro software	1	400	400		
			Desktop replacement	1	1,200	1,200		
			Printers - Mechanic, Sign Shop	2	1,200	2,400		
			Display TV for conference room	1	500	500		
12,998	16,631	34,000	8190 Signs				38,000	38,000
			Street signing materials and supplies, along with replacement of downtown parking signage.					
269,265	274,917	291,000	8200 Street & Parking Lot Lighting				294,000	294,000
			McMinnville Water & Light Department charges for electrical service, installation of new luminaries, and cost of material for maintenance of street lights.					
7,660	0	15,000	8210 Street Tree Program				30,000	30,000
			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.					
829,987	775,801	1,138,059	TOTAL MATERIALS AND SERVICES			1,294,681	1,294,681	1,360,806

Budget Document Report

20 - STREET FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
CAPITAL OUTLAY									
0	34,162	47,500	8710	Equipment			160,000	160,000	270,980
				Description	Units	Amt/Unit	Total		
				3/4 Ton 4x4 Pickup	1	45,000	45,000		
				1 Ton 4x4 Pickup with 3 yard Dump Box	1	75,000	75,000		
				1/2 Ton 4x4 Pick up	1	30,000	30,000		
				Snow Plow (new 1/2 Ton Pickup)	1	10,000	10,000		
				Vehicles & equipment carried over due to supply chain delays	1	110,980	110,980		
531	0	777	8750	Capital Outlay Computer Charges			2,007	0	0
				I.S. Fund capital outlay costs shared city-wide					
0	0	5,000	8750-75	Capital Outlay Computer Charges - Street			0	0	0
531	34,162	53,277	TOTAL CAPITAL OUTLAY				162,007	160,000	270,980
TRANSFERS OUT									
273,322	305,591	276,923	9700-01	Transfers Out - General Fund			342,826	337,516	337,516
				Description	Units	Amt/Unit	Total		
				Street Fund support of Engineering operations.	1	25,482	25,482		
				Engineering, Admin, & Finance personnel services support.	1	312,034	312,034		
700,000	600,000	200,000	9700-45	Transfers Out - Transportation			375,000	375,000	375,000
				Description	Units	Amt/Unit	Total		
				Gas tax revenues used to fund Transportation Fund expenses.	1	375,000	375,000		
9,498	9,464	10,960	9700-80	Transfers Out - Information Systems			11,694	11,694	11,694
				Description	Units	Amt/Unit	Total		
				Information Systems personnel services support.	1	11,694	11,694		
982,820	915,055	487,883	TOTAL TRANSFERS OUT				729,520	724,210	724,210
CONTINGENCIES									
0	0	500,000	9800	Contingencies			500,000	500,000	500,000
0	0	500,000	TOTAL CONTINGENCIES				500,000	500,000	500,000
ENDING FUND BALANCE									
1,774,118	1,779,174	856,104	9999	Unappropriated Ending Fd Balance			1,416,494	1,423,811	1,436,207
				Undesignated carryover from proposed budget year to subsequent year, includes the excess (deficit) of revenues over (under) expenditures from proposed budget year operations.					

Budget Document Report

20 - STREET FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
1,774,118	1,779,174	856,104	<u>TOTAL ENDING FUND BALANCE</u>	1,416,494	1,423,811	1,436,207
4,508,553	4,398,117	4,022,893	<i>TOTAL REQUIREMENTS</i>	5,158,929	5,158,929	5,348,430

Budget Document Report

20 - STREET FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
4,508,553	4,398,117	4,023,132	TOTAL RESOURCES	5,158,929	5,158,929	5,348,430
4,508,553	4,398,117	4,022,893	TOTAL REQUIREMENTS	5,158,929	5,158,929	5,348,430

Budget Document Report

25 - AIRPORT MAINTENANCE FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
RESOURCES								
BEGINNING FUND BALANCE								
-33,780	562,914	433,296	4090	Beginning Fund Balance Estimated July 1 carryover from prior year	564,081	564,081	581,081	
-33,780	562,914	433,296	TOTAL BEGINNING FUND BALANCE			564,081	564,081	581,081
INTERGOVERNMENTAL								
822,399	7,909	1,467,207	4580	FAA Grant FY23: FAA NPE Grant (90% FAA,10% City)	225,000	225,000	225,000	
0	39,782	69,000	4580-20	FAA Grant - CARES Act Airport Grant FY22: FAA grant 3-41-0036-020-2020 (100% FAA, no City match)	0	0	0	
0	0	23,000	4580-21	FAA Grant - CRRSA-Coronavirus Response & Rel FY22: FAA grant 3-41-0036-021-2021 (100% FAA, no City match)	23,000	23,000	23,000	
0	0	0	4580-22	FAA Grant - Airport Rescue Grant	59,000	59,000	59,000	
0	0	0	4775-10	ODOT State Grants - Connect Oregon	0	0	0	
14,737	1,653	0	4790	OR Aviation Department Grant FY21: Critical Oregon Airport Relief (COAR) Program grant 2018-MMV-00015	0	0	0	
837,136	49,344	1,559,207	TOTAL INTERGOVERNMENTAL			307,000	307,000	307,000
CHARGES FOR SERVICES								
68,845	70,658	70,800	5400-05	Property Rentals - Crop Share & USDA	74,000	74,000	74,000	
64,917	66,940	66,800	5400-10	Property Rentals - Land Leases	68,500	68,500	68,500	
153,099	147,432	155,202	5400-15	Property Rentals - OSP Building	173,900	173,900	173,900	
8,040	8,171	9,800	5400-20	Property Rentals - Fixed Base Operator Lease	10,100	10,100	10,100	
50,558	50,567	49,000	5400-25	Property Rentals - City Hangar	51,000	51,000	51,000	
345,459	343,768	351,602	TOTAL CHARGES FOR SERVICES			377,500	377,500	377,500
MISCELLANEOUS								
3,162	3,425	2,500	6310	Interest	3,500	3,500	3,500	
2,500	0	0	6600	Other Income	0	0	0	
0	0	0	6600-22	Other Income - Airshow	10,000	10,000	10,000	
10,056	9,303	10,000	6600-40	Other Income - Fuel Flowage Fees	10,000	10,000	10,000	
15,718	12,728	12,500	TOTAL MISCELLANEOUS			23,500	23,500	23,500
1,164,533	968,754	2,356,605	TOTAL RESOURCES			1,272,081	1,272,081	1,289,081

Budget Document Report

25 - AIRPORT MAINTENANCE FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
REQUIREMENTS								
PERSONNEL SERVICES								
0	0	0	7000	Salaries & Wages		0	0	0
0	0	0	7000-10	Salaries & Wages - Regular Part Time		0	0	0
0	0	0	7300	Fringe Benefits		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	TOTAL PERSONNEL SERVICES			0	0	0
MATERIALS AND SERVICES								
0	0	0	7600-04	Utilities - Water		0	0	0
6,700	8,500	8,800	7610-05	Insurance - Liability		9,340	9,340	9,340
5,200	11,900	12,000	7610-10	Insurance - Property		12,880	12,880	12,880
1,210	1,287	12,260	7660	Materials & Supplies		4,000	4,000	4,000
				Airport restroom, janitorial and office supplies, miscellaneous permits.				
25,330	42,745	70,000	7720-40	Repairs & Maintenance - Runway/Taxiway		70,000	70,000	70,000
10,195	8,474	18,100	7740-05	Rental Property Repair & Maint - Building		18,200	18,200	18,200
				Description	Units	Amt/Unit	Total	
				liability insurance premium	1	3,200	3,200	
				Miscellaneous Repairs, Maintenance, Landscaping, Etc.	1	15,000	15,000	
69,006	35,020	38,600	7740-10	Rental Property Repair & Maint - OSP		113,780	113,780	133,780
				Description	Units	Amt/Unit	Total	
				Liability insurance premium	1	760	760	
				Property insurance premium	1	4,020	4,020	
				OSP Carpet Replacement	1	73,000	73,000	
				OSP Interior Repainting	1	36,000	36,000	
				HVAC Projects	1	20,000	20,000	
952	7,984	10,000	7740-15	Rental Property Repair & Maint - Fuel Tanks		10,000	10,000	10,000

Budget Document Report

25 - AIRPORT MAINTENANCE FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
44,325	37,310	42,600	7750	Professional Services			438,500	438,500	438,500
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Airport Master Plan Update	1	225,000	225,000		
				Airport Administrator	1	120,000	120,000		
				Airport Master Plan Update City Match	1	22,500	22,500		
				Contract Airport Management	1	36,000	36,000		
				Miscellaneous Professional Services	1	5,000	5,000		
				Airport Engineering Consultant	1	30,000	30,000		
0	0	0	7750-01	Professional Services - Audit & other city-wide prof svc			2,100	2,100	2,100
				Costs shared city-wide for Audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses					
167,346	0	194,825	7770-53	Professional Services - Projects - Apron Rehabilitation			0	0	0
				Apron rehabilitation/reconstruction project construction services (100% FAA Grant)					
6,237	6,198	11,500	8215	Airport Lighting			20,000	20,000	20,000
				Runway, beacon, street, and parking area lighting maintenance and power costs.					
336,501	159,418	418,685		TOTAL MATERIALS AND SERVICES			698,800	698,800	718,800
				CAPITAL OUTLAY					
121,860	158,306	69,000	8920	Land Improvements			0	0	0
0	0	1,272,382	8920-11	Land Improvements - FAA - Apron Rehab Construction			0	0	0
				Apron Rehabilitation Project Construction (100% FAA Grant)					
121,860	158,306	1,341,382		TOTAL CAPITAL OUTLAY			0	0	0
				TRANSFERS OUT					
143,258	98,190	96,427	9700-01	Transfers Out - General Fund			103,972	103,274	53,801
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Airport Fund support of Engineering operations.	1	2,126	2,126		
				Engineering, Admin, & Finance personnel services support.	1	51,675	51,675		
143,258	98,190	96,427		TOTAL TRANSFERS OUT			103,972	103,274	53,801
				CONTINGENCIES					
0	0	296,895	9800	Contingencies			300,000	300,000	300,000
0	0	296,895		TOTAL CONTINGENCIES			300,000	300,000	300,000
				ENDING FUND BALANCE					
562,914	552,840	203,216	9999	Unappropriated Ending Fd Balance			169,309	170,007	216,480
				Undesignated carryover from proposed budget year to subsequent year, includes the excess (deficit) of revenues over (under) expenditures from proposed budget year operations.					

Budget Document Report

25 - AIRPORT MAINTENANCE FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
562,914	552,840	203,216	<u>TOTAL ENDING FUND BALANCE</u>	169,309	170,007	216,480
1,164,533	968,754	2,356,605	<i>TOTAL REQUIREMENTS</i>	1,272,081	1,272,081	1,289,081

Budget Document Report

25 - AIRPORT MAINTENANCE FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
1,164,533	968,754	2,356,605	TOTAL RESOURCES	1,272,081	1,272,081	1,289,081
1,164,533	968,754	2,356,605	TOTAL REQUIREMENTS	1,272,081	1,272,081	1,289,081

Budget Document Report

45 - TRANSPORTATION FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
RESOURCES										
BEGINNING FUND BALANCE										
2,533,096	3,044,236	0	4045-05	Designated Begin FB-Transport Fd - Transportation SDC Estimated system development charge (SDC) designated carryover at July 1 from prior year; the accumulation of transportation SDC revenues has been MORE than qualifying transportation SDC expenditures since the implementation of the transportation SDC.				0	0	0
3,112,267	2,352,288	0	4045-15	Designated Begin FB-Transport Fd - Bond Proceeds Proceeds carried forward from GO bonds designated for projects, as defined in November 2014 ballot measure				0	0	0
53,653	406,768	2,983,528	4090	Beginning Fund Balance Estimated July 1 undesignated carryover from prior year				3,325,111	3,325,111	3,325,111
5,699,016	5,803,291	2,983,528	TOTAL BEGINNING FUND BALANCE					3,325,111	3,325,111	3,325,111
INTERGOVERNMENTAL										
201,248	1,201,248	201,248	4810	OR Federal Exchange - TEA 21 The City exchanges its Federal Surface Transportation Program (STP) allocations for State funds. The amount includes fund exchange to cover the principal/interest on the ODOT loan for the City's share of the Newberg/Dundee Bypass (\$201,428).				201,248	201,248	201,248
201,248	1,201,248	201,248	TOTAL INTERGOVERNMENTAL					201,248	201,248	201,248
CHARGES FOR SERVICES										
744,944	470,544	400,000	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.				500,000	500,000	500,000
744,944	470,544	400,000	TOTAL CHARGES FOR SERVICES					500,000	500,000	500,000
MISCELLANEOUS										
63,363	17,681	24,000	6310	Interest				15,000	15,000	15,000
55,101	9,097	10,000	6310-30	Interest - Bond				0	0	0
0	0	0	6600	Other Income				0	0	0
118,464	26,777	34,000	TOTAL MISCELLANEOUS					15,000	15,000	15,000
TRANSFERS IN										
700,000	600,000	200,000	6900-20	Transfers In - Street				375,000	375,000	375,000
			Description	Units	Amt/Unit	Total				
			Gas tax revenues used to fund Transportation Fund expenses.	1	375,000	375,000				
700,000	600,000	200,000	TOTAL TRANSFERS IN					375,000	375,000	375,000

Budget Document Report

45 - TRANSPORTATION FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
7,463,672	8,101,861	3,818,776	TOTAL RESOURCES	4,416,359	4,416,359	4,416,359

Budget Document Report

45 - TRANSPORTATION FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
REQUIREMENTS										
MATERIALS AND SERVICES										
41,645	31,353	48,500	7750	Professional Services				118,500	118,500	118,500
				Description	Units	Amt/Unit	Total			
				Yamhill Parkway Committee Support	1	18,500	18,500			
				Pavement Design Services	1	100,000	100,000			
0	0	0	7750-01	Professional Services - Audit & other city-wide prof svc				3,800	3,800	3,800
				Costs shared city-wide for Audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses						
0	1,794	0	7750-57	Professional Services - Financing Administration				0	0	0
0	0	250,000	7760-10	Professional Svcs - Plan/Study - Transportation System Plan				400,000	400,000	400,000
				Transportation System Plan Update (FY22 - FY 23)						
0	0	100,000	7770-20	Professional Services - Projects - Baker Cr Rd & Michelbook signal				0	0	0
				Traffic study and engineering design for new traffic signal/pedestrian crossing						
0	0	0	7770-65	Professional Services - Projects - Curb Ramp Replacement				0	0	0
0	0	0	7770-67	Professional Services - Projects - Street Resurfacing				0	0	0
207,588	105,670	0	7770-74	Professional Services - Projects - Old Sheridan Road				0	0	0
				Consulting services related to Old Sheridan Road improvements project (bond measure)						
249,233	138,817	398,500	TOTAL MATERIALS AND SERVICES					522,300	522,300	522,300
CAPITAL OUTLAY										
0	0	400,000	9000-20	Traffic Signals - Baker Cr Rd & Michelbook				0	0	0
				Installation of new traffic signal.						
116,745	0	200,000	9020-05	Street Resurfacing - Seal Coating				300,000	300,000	300,000
				Slurry seal application on various City streets.						
50	1,298,117	0	9020-10	Street Resurfacing - Contract Overlays				0	0	0
				Pavement overlay of various City streets, primarily using fund exchange resources.						
396,844	0	85,000	9020-20	Street Resurfacing - Bond Measure				120,000	120,000	120,000
				Street repair and repaving projects						
6,590	564	0	9030-08	Street Improvements - Hill Road North				0	0	0
497,966	3,388,116	0	9030-09	Street Improvements - Old Sheridan Road				0	0	0
				Old Sheridan Road corridor improvements (bond measure)						
0	0	0	9030-12	Street Improvements - Pedestrian & Safety				200,000	200,000	200,000
				Description	Units	Amt/Unit	Total			
				Rapid Flashing Beacon crosswalk-Baker Cr. & Meadows	1	200,000	200,000			

Budget Document Report

45 - TRANSPORTATION FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
0	0	0	9150-05	Developer Reimbursement - Storm Drainage Developer reimbursements for oversizing storm drainage systems that benefit future growth requirements of the city beyond a particular development's immediate storm drainage needs.			0	0	0
1,018,195	4,686,796	685,000	TOTAL CAPITAL OUTLAY				620,000	620,000	620,000
DEBT SERVICE									
157,899	150,568	146,097	9472-05	ODOT Loan - Newberg/Dundee Bypass - Principal Payment on ODOT loan for Phase I of project			149,399	149,399	149,399
43,349	50,680	55,151	9472-10	ODOT Loan - Newberg/Dundee Bypass - Interest Interest payment for City's loan balance			51,850	51,850	51,850
201,248	201,248	201,248	TOTAL DEBT SERVICE				201,249	201,249	201,249
TRANSFERS OUT									
191,705	144,253	114,753	9700-01	Transfers Out - General Fund			120,949	120,219	120,219
			Description	Units	Amt/Unit	Total			
			Transportation Fund support of Engineering operations.	1	7,335	7,335			
			Engineering, Admin, & Finance personnel services support.	1	112,884	112,884			
191,705	144,253	114,753	TOTAL TRANSFERS OUT				120,949	120,219	120,219
CONTINGENCIES									
0	0	494,441	9800	Contingencies			500,000	500,000	500,000
0	0	494,441	TOTAL CONTINGENCIES				500,000	500,000	500,000
ENDING FUND BALANCE									
3,044,236	0	0	9945-05	Designated End FB - Transport Fd - Transportation SDC Designated system development charge (SDC) carryover from proposed budget year to subsequent year; accumulation of transportation SDC revenues will be MORE than qualifying transportation SDC expenditures since the implementation of the transportation SDC.			0	0	0
2,352,288	0	0	9945-15	Designated End FB - Transport Fd - Bond Proceeds It is anticipated that all bond proceeds will be spent in 2018-19			0	0	0
406,768	2,930,746	1,924,834	9999	Unappropriated Ending Fd Balance It is anticipated that all bond proceeds will be spent by the end of fiscal year 2021-22			2,451,861	2,452,591	2,452,591
5,803,291	2,930,746	1,924,834	TOTAL ENDING FUND BALANCE				2,451,861	2,452,591	2,452,591
7,463,672	8,101,860	3,818,776	TOTAL REQUIREMENTS				4,416,359	4,416,359	4,416,359

Budget Document Report

45 - TRANSPORTATION FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
7,463,672	8,101,861	3,818,776	TOTAL RESOURCES	4,416,359	4,416,359	4,416,359
7,463,672	8,101,861	3,818,776	TOTAL REQUIREMENTS	4,416,359	4,416,359	4,416,359

Budget Document Report

50 - PARK DEVELOPMENT FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
RESOURCES								
BEGINNING FUND BALANCE								
1,159,097	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
40,722	1,459,213	1,588,028	4090	Beginning Fund Balance Estimated July 1 undesignated carryover from prior year		1,924,541	1,924,541	1,924,541
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.								
1,215,820	1,475,213	1,604,028	TOTAL BEGINNING FUND BALANCE			1,940,541	1,940,541	1,940,541
INTERGOVERNMENTAL								
132,980	5,161	0	4770-27	OR State Park & Recreation Grant - NW Neighborhood Park		0	0	0
132,980	5,161	0	TOTAL INTERGOVERNMENTAL			0	0	0
CHARGES FOR SERVICES								
620,594	261,277	320,000	5500	System Development Charges Park system development charges (SDC) for park development from apartment and new home construction projects. Oregon Revised Statutes require SDCs be used to fund projects related to population growth. (FY 21/22 = \$2,617). Residential units estimated to stay steady at approx. 110 units. A slight increase for potential commercial & industrial SDC's is included to align with the new PROS Plan Update and SDC work.		400,000	400,000	400,000
620,594	261,277	320,000	TOTAL CHARGES FOR SERVICES			400,000	400,000	400,000
MISCELLANEOUS								
16,051	9,344	10,000	6310	Interest Interest earned on SDC, grant, intergovernmental, etc balances		7,000	7,000	7,000
10,262	1,073	0	6310-30	Interest - Bond		0	0	0
60,000	0	0	6360-16	Grants - The Collins Foundation		0	0	0
25,000	0	0	6360-18	Grants - Ford Family Foundation		0	0	0
308	0	308	6450	Donations - Park Development Misc. Donations carried over from 18/19 (\$308 is for Dog Park.) Other donations for general or specified park improvements are sometimes received within this account.)		500	500	500

Budget Document Report

50 - PARK DEVELOPMENT FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
133,880	0	0	6450-21	Donations - Park Development - NW Neighborhood Park	0	0	0
0	580	0	6600	Other Income	0	0	0
245,501	10,997	10,308	<u>TOTAL MISCELLANEOUS</u>		7,500	7,500	7,500
2,214,894	1,752,648	1,934,336	<i>TOTAL RESOURCES</i>		2,348,041	2,348,041	2,348,041

Budget Document Report

50 - PARK DEVELOPMENT FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
REQUIREMENTS										
MATERIALS AND SERVICES										
0	0	0	7680	Materials & Supplies - Donations				0	0	0
2,396	1,552	1,700	7750	Professional Services				0	0	0
			Audit fee allocation							
0	0	0	7750-01	Professional Services - Audit & other city-wide prof svc				800	800	800
			Costs shared city-wide for Audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses							
500	500	0	7750-57	Professional Services - Financing Administration				0	0	0
0	0	0	7760-50	Professional Svcs - Plan/Study - Parks & Rec Open Space Plan				220,000	220,000	220,000
			The PROS Plan Update will begin in FY 21/22 and is scheduled to conclude in FY 22/23. Total project cost is estimated to be \$250,000							
16,634	0	0	7770-27	Professional Services - Projects - NW Neighborhood Park				0	0	0
			Completed Jay Pearson Neighborhood Park							
19,530	2,052	1,700	TOTAL MATERIALS AND SERVICES					220,800	220,800	220,800
CAPITAL OUTLAY										
189,793	1,200	0	8725-05	Equipment - Donations - NW Park Playground				0	0	0
0	0	0	9250	Park Construction				0	0	0
			Unanticipated park development either as grant match or to provide partnership opportunities for projects in the Parks Master Plan that qualify for SDC funding.							
471,349	0	20,000	9250-25	Park Construction - NW Neighborhood Park				20,000	20,000	20,000
			Donor signage added, etc.							
0	0	0	9300-25	Park Improvements - Heather Hollow City Park				0	0	0
			For future improvements within Heather Hollow Neighborhood Park. Specific improvements will be identified through discussions with residents of the Heather Glen subdivision in SW McMinnville who provided the money for the yet to be determined Heather Hollow Park needs.							
			Budget Note: Project funded 100% by donation.							
661,143	1,200	20,000	TOTAL CAPITAL OUTLAY					20,000	20,000	20,000
TRANSFERS OUT										
59,009	58,119	48,906	9700-01	Transfers Out - General Fund				58,460	58,460	58,460
			Description	Units	Amt/Unit	Total				
			Parks & Rec Admin, Admin, & Finance personnel services support.	1	58,460	58,460				
59,009	58,119	48,906	TOTAL TRANSFERS OUT					58,460	58,460	58,460

Budget Document Report

50 - PARK DEVELOPMENT FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
<u>CONTINGENCIES</u>							
0	0	498,129	9800	Contingencies	500,000	500,000	500,000
0	0	498,129	<u>TOTAL CONTINGENCIES</u>		500,000	500,000	500,000
<u>ENDING FUND BALANCE</u>							
1,374,327	0	0	9950-05	Designated End FB - Park Dev Fd - Park Development Bond Proceeds	0	0	0
16,000	16,000	16,000	9950-25	Designated End FB - Park Dev Fd - Heather Hollow	16,000	16,000	16,000
84,886	1,675,276	1,349,601	9999	Unappropriated Ending Fd Balance	1,532,781	1,532,781	1,532,781
				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.			
1,475,213	1,691,276	1,365,601	<u>TOTAL ENDING FUND BALANCE</u>		1,548,781	1,548,781	1,548,781
2,214,895	1,752,647	1,934,336	<i>TOTAL REQUIREMENTS</i>		2,348,041	2,348,041	2,348,041

Budget Document Report

50 - PARK DEVELOPMENT FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
2,214,894	1,752,648	1,934,336	TOTAL RESOURCES	2,348,041	2,348,041	2,348,041
2,214,895	1,752,648	1,934,336	TOTAL REQUIREMENTS	2,348,041	2,348,041	2,348,041

Budget Document Report

60 - DEBT SERVICE FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
RESOURCES									
BEGINNING FUND BALANCE									
135,500	121,500	0	4060-27	Designated Begin FB-Debt Svc Fd - '15 PS Bldg Refunding Int Aug 1			0	0	0
580,000	600,000	0	4060-32	Designated Begin FB-Debt Svc Fd - 2011 Pk Bond Refund Prin Pmt Aug			0	0	0
30,000	21,300	0	4060-33	Designated Begin FB-Debt Svc Fd - 2011 Pk Bond Refund Int Pmt Aug			0	0	0
273,425	255,125	0	4060-35	Designated Begin FB-Debt Svc Fd - '15 Transport Bnd Int Pmt Aug 1			0	0	0
118,150	111,550	0	4060-36	Designated Begin FB-Debt Svc Fd - '18 Transport Bnd Int Pmt Aug 1			0	0	0
337,565	246,759	1,302,284	4090	Beginning Fund Balance Estimated July 1 undesignated carryover from prior year			510,198	510,198	510,198
1,474,640	1,356,234	1,302,284	TOTAL BEGINNING FUND BALANCE			510,198	510,198	510,198	
PROPERTY TAXES									
3,508,374	3,586,294	2,702,000	4100-05	Property Taxes - Current \$2,942,100 2022-2023 debt service property tax levy (\$140,100) Less uncollected taxes - 5% \$2,802,000 2022-2023 Current property taxes Debt Service property tax rate estimated at \$0.9301 per \$1,000 of assessed value compared to \$1.2646 in 2020-21			2,794,800	2,794,800	2,794,800
89,895	67,428	65,000	4100-10	Property Taxes - Prior Collections of delinquent property taxes from prior year Debt Service Fund property tax levies.			65,000	65,000	65,000
3,598,268	3,653,723	2,767,000	TOTAL PROPERTY TAXES			2,859,800	2,859,800	2,859,800	
INTERGOVERNMENTAL									
0	4,220	0	5010-01	Yamhill County - Other County Distributions			0	0	0
0	4,220	0	TOTAL INTERGOVERNMENTAL			0	0	0	
MISCELLANEOUS									
23,776	7,573	10,000	6310	Interest			8,000	8,000	8,000
0	9,297	4,000	6310-01	Interest - Property taxes			8,000	8,000	8,000
23,776	16,870	14,000	TOTAL MISCELLANEOUS			16,000	16,000	16,000	
5,096,684	5,031,047	4,083,284	TOTAL RESOURCES			3,385,998	3,385,998	3,385,998	

Budget Document Report

60 - DEBT SERVICE FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
REQUIREMENTS								
MATERIALS AND SERVICES								
0	0	0	7750-25	Professional Services - County charges	0	0	0	
0	0	0	TOTAL MATERIALS AND SERVICES			0	0	0
DEBT SERVICE								
700,000	725,000	650,000	9462-05	2015 Public Safety Bldg Refunding Bond - Principal - Feb 1 2015 Public Safety Building Bond Refunding principal payment due February 1, 2023.	680,000	680,000	680,000	
135,500	121,500	110,625	9462-10	2015 Public Safety Bldg Refunding Bond - Interest - Feb 1 2015 Public Safety Building Bond Refunding interest payment due February 1, 2023.	94,375	94,375	94,375	
135,500	121,500	110,625	9462-15	2015 Public Safety Bldg Refunding Bond - Interest - Aug 1 2015 Public Safety Building Bond Refunding principal payment due August 1, 2022.	94,375	94,375	94,375	
915,000	950,000	980,000	9475-05	2015 Transportation Bond - Principal - Feb 1 2015 Transportation Bond principal payment due February 1, 2023	1,025,000	1,025,000	1,025,000	
273,425	255,125	240,875	9475-10	2015 Transportation Bond - Interest - Feb 1 2015 Transportation Bond interest payment due February 1, 2023	216,375	216,375	216,375	
273,425	255,125	240,875	9475-15	2015 Transportation Bond - Interest - Aug 1 2015 Transportation Bond interest payment due August 1, 2022	216,375	216,375	216,375	
440,000	450,000	465,000	9476-05	2018 Transportation Bond - Principal - Feb 1 2018 Transportation Bond principal payment due February 1, 2023	480,000	480,000	480,000	
118,150	111,550	104,800	9476-10	2018 Transportation Bond - Interest - Feb 1 2018 Transportation Bond interest payment due February 1, 2023	97,825	97,825	97,825	
118,150	111,550	104,800	9476-15	2018 Transportation Bond - Interest - Aug 1 2018 Transportation Bond interest payment due August 1, 2022	97,825	97,825	97,825	
580,000	600,000	615,000	9485-05	2011 Park Bond Refunding - Principal - Aug 1 2011 Park Refunding Bond principal payment due August 1, 2022	0	0	0	
21,300	12,300	0	9485-10	2011 Park Bond Refunding - Interest - Feb 1 2011 Park Refunding Bond interest payment due February 1, 2023	0	0	0	
30,000	21,300	12,300	9485-15	2011 Park Bond Refunding - Interest - Aug 1 2011 Park Refunding Bond interest payment due August 1, 2022	0	0	0	
3,740,450	3,734,950	3,634,900	TOTAL DEBT SERVICE			3,002,150	3,002,150	3,002,150
ENDING FUND BALANCE								
121,500	0	0	9960-27	Designated End FB - Debt Svc Fd - '15 PS Bldg Refunding Int Aug 1 Jully 1 designated carryover from proposed budget year to subsequent year for payment of 2015 Public Safety Building Refunding Bond interest due August 1, which is prior to receipt of proposed budget year property taxes	0	0	0	

Budget Document Report

60 - DEBT SERVICE FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
600,000	0	0	9960-32	Designated End FB - Debt Svc Fd - 2011 Pk Bond Refund Prin Pmt Aug July 1 designated carryover from proposed budget year to subsequent year for payment of the 2011 Park Refunding Bond principal due August 1, which is prior to receipt of proposed budget year property taxes	0	0	0
21,300	0	0	9960-33	Designated End FB - Debt Svc Fd - 2011 Pk Bond Refund Int Pmt Aug July 1 designated carryover from prior year to subsequent year for payment of the 2011 Park Refunding Bond interest due August 1, which is prior to receipt of proposed budget year property taxes	0	0	0
255,125	0	0	9960-35	Designated End FB - Debt Svc Fd - '15 Transport Bnd Int Pmt Aug 1 July 1 designated carryover from proposed budget year to subsequent year for payment of 2015 Transportation Bond interest due August 1, which is prior to receipt of proposed budget year property taxes	0	0	0
111,550	0	0	9960-36	Designated End FB - Debt Svc Fd - '18 Transport Bnd Int Pmt Aug 1 July 1 designated carryover from proposed budget year to subsequent year for payment of 2018 Transportation Bond interest due August 1, which is prior to receipt of proposed budget year property taxes	0	0	0
246,759	1,296,097	448,384	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.	383,848	383,848	383,848
1,356,234	1,296,097	448,384	<u>TOTAL ENDING FUND BALANCE</u>		383,848	383,848	383,848
5,096,684	5,031,047	4,083,284	<u>TOTAL REQUIREMENTS</u>		3,385,998	3,385,998	3,385,998

Budget Document Report

60 - DEBT SERVICE FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
5,096,684	5,031,047	4,083,284	TOTAL RESOURCES	3,385,998	3,385,998	3,385,998
5,096,684	5,031,047	4,083,284	TOTAL REQUIREMENTS	3,385,998	3,385,998	3,385,998

Budget Document Report

70 - BUILDING FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
RESOURCES							
BEGINNING FUND BALANCE							
1,272,547	1,504,769	1,420,814	4090	Beginning Fund Balance Estimated July 1 carryover from prior year	1,608,787	1,608,787	1,608,787
1,272,547	1,504,769	1,420,814	TOTAL BEGINNING FUND BALANCE		1,608,787	1,608,787	1,608,787
LICENSES AND PERMITS							
578,603	505,945	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
163,653	157,158	90,000	4400-10	Building Fees - Mechanical Permit Fees Mechanical plan review and permit fees.	135,000	135,000	135,000
122,773	98,977	80,000	4400-15	Building Fees - Plumbing Permit Fees Plumbing plan review and permit fees.	80,000	80,000	80,000
1,505	1,075	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
271	161	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
866,805	763,316	582,000	TOTAL LICENSES AND PERMITS		627,000	627,000	627,000
INTERGOVERNMENTAL							
0	0	0	4545	Federal FEMA Grant	0	0	0
0	0	0	4546	American Rescue Plan	0	0	0
1,765	9,976	0	4548	Coronavirus Relief Fund (CRF)	0	0	0
1,765	9,976	0	TOTAL INTERGOVERNMENTAL		0	0	0
MISCELLANEOUS							
24,986	9,853	15,000	6310	Interest	10,000	10,000	10,000
6,487	2,977	0	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
31,473	12,829	15,000	TOTAL MISCELLANEOUS		12,500	12,500	12,500

Budget Document Report

70 - BUILDING FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
TRANSFERS IN									
10,928	14,969	3,008	6900-85	Transfers In - Insurance Services			3,236	3,236	3,236
				Description	Units	Amt/Unit	Total		
				Insurance Services Fund support of HR Manager position	1	3,236	3,236		
10,928	14,969	3,008	TOTAL TRANSFERS IN				3,236	3,236	3,236
2,183,517	2,305,858	2,020,822	TOTAL RESOURCES				2,251,523	2,251,523	2,251,523

Budget Document Report

70 - BUILDING FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
REQUIREMENTS							
PERSONNEL SERVICES							
782	-2,254	0	7000	Salaries & Wages	0	0	0
247,153	253,967	250,595	7000-05	Salaries & Wages - Regular Full Time Planning Director - 0.25 FTE Combination Inspector - Senior - 1.00 FTE Combination Inspector - 1.00 FTE Development Review Specialist - 1.00 FTE Management Support Technician - Combined Depts - 0.34 FTE	288,912	288,912	288,912
3,830	0	16,586	7000-10	Salaries & Wages - Regular Part Time	0	0	0
94,721	90,721	101,535	7000-15	Salaries & Wages - Temporary Extra Help - Building Official - 0.75 FTE	106,080	106,080	106,080
882	770	7,500	7000-20	Salaries & Wages - Overtime	5,000	5,000	5,000
60	0	0	7000-37	Salaries & Wages - Medical Opt Out Incentive	0	0	0
4,487	-3,154	0	7300	Fringe Benefits	0	0	0
20,976	20,849	22,819	7300-05	Fringe Benefits - FICA - Social Security	24,200	24,200	24,200
4,906	4,876	5,434	7300-06	Fringe Benefits - FICA - Medicare	5,800	5,800	5,800
103,837	108,272	121,135	7300-15	Fringe Benefits - PERS - OPSRP - IAP	128,944	128,944	128,944
62,509	61,802	60,792	7300-20	Fringe Benefits - Medical Insurance	66,588	66,588	66,588
10,750	7,750	8,250	7300-22	Fringe Benefits - VEBA Plan	8,770	8,770	8,770
423	378	404	7300-25	Fringe Benefits - Life Insurance	215	215	215
1,436	1,463	1,452	7300-30	Fringe Benefits - Long Term Disability	637	637	637
4,912	4,931	5,599	7300-35	Fringe Benefits - Workers' Compensation Insurance	4,310	4,310	4,310
96	87	101	7300-37	Fringe Benefits - Workers' Benefit Fund	100	100	100
863	3,495	1,001	7300-40	Fringe Benefits - Unemployment	1,999	1,999	1,999
562,624	553,953	603,203	TOTAL PERSONNEL SERVICES		641,555	641,555	641,555
MATERIALS AND SERVICES							
8,484	14,175	12,000	7500	Credit Card Fees	17,000	17,000	17,000
0	344	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
474	521	800	7540	Employee Events Costs shared city-wide for employee training, materials, and events.	800	800	800

Budget Document Report

70 - BUILDING FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
1,474	1,980	9,500	7550	Travel & Education Training seminars and classes to maintain staff certifications; attendance at the Accela (building permit program) annual conference.	9,500	9,500	9,500
1,015	1,023	1,500	7590	Fuel - Vehicle & Equipment	1,500	1,500	1,500
2,383	2,441	2,700	7600	Utilities Division's share of Community Development Center's electricity expense, ~25%.	3,000	3,000	3,000
0	0	0	7600-04	Utilities - Water	0	0	0
5,400	6,000	5,400	7610-05	Insurance - Liability	5,900	5,900	5,900
1,700	2,000	2,000	7610-10	Insurance - Property	2,130	2,130	2,130
9,542	8,429	9,000	7620	Telecommunications	9,000	9,000	9,000
2,743	3,169	3,500	7650	Janitorial Division's share of Community Development Center janitorial service and supplies cost, ~25%.	3,500	3,500	3,500
5,344	4,358	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
22	18	1,000	7720	Repairs & Maintenance Repairs and maintenance of vehicles and office equipment.	1,000	1,000	1,000
1,788	3,869	3,750	7720-08	Repairs & Maintenance - Building Repairs Division's share of Community Development Center's repairs and improvements, ~25%.	8,800	1,300	1,300
1,166	1,479	2,800	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%.	6,400	6,400	6,400
593	930	1,350	7750	Professional Services	0	0	0
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	1,060	1,060	1,060
19,122	270	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
0	2,441	8,000	7750-36	Professional Services - Contract Plan Review Contract plan reviews and engineering services on commercial projects.	20,000	20,000	20,000
1,480	1,488	3,000	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%.	3,200	3,200	3,200
0	0	1,000	7800	M & S Equipment Vehicle retrofits or maintenance	0	0	0
7,344	8,389	8,209	7840	M & S Computer Charges I.S. Fund materials & supplies costs shared city-wide	9,189	9,189	9,189

Budget Document Report

70 - BUILDING FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
4,317	2,083	14,030	7840-80	M & S Computer Charges - Building			4,210	4,210	4,210
			Description	Units	Amt/Unit	Total			
			ESRI software 17% - shared with Park Maint, Plan, Eng, Street, WWS	1	2,250	2,250			
			Office 365 Licensing	4	240	960			
			Accela Peripherals	1	1,000	1,000			
74,390	65,406	134,039	TOTAL MATERIALS AND SERVICES				150,689	143,189	143,189
CAPITAL OUTLAY									
832	0	906	8750	Capital Outlay Computer Charges			1,930	0	0
			I.S. Fund capital outlay costs shared city-wide						
0	0	0	8750-80	Capital Outlay Computer Charges - Building			0	0	0
0	0	0	8850	Vehicles			0	0	0
			Vehicle for new inspector position						
832	0	906	TOTAL CAPITAL OUTLAY				1,930	0	0
TRANSFERS OUT									
31,404	17,331	21,458	9700-01	Transfers Out - General Fund			26,758	25,371	25,371
			Description	Units	Amt/Unit	Total			
			Engineer, Plan, Admin, & Finance personnel services support.	1	25,371	25,371			
9,498	9,464	10,960	9700-80	Transfers Out - Information Systems			11,694	11,694	11,694
			Description	Units	Amt/Unit	Total			
			Information Systems personnel services support.	1	11,694	11,694			
40,902	26,795	32,418	TOTAL TRANSFERS OUT				38,452	37,065	37,065
CONTINGENCIES									
0	0	73,405	9800	Contingencies			200,000	200,000	200,000
0	0	73,405	TOTAL CONTINGENCIES				200,000	200,000	200,000
ENDING FUND BALANCE									
1,504,769	1,659,704	1,176,731	9999	Unappropriated Ending Fd Balance			1,218,897	1,229,714	1,229,714
			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						
1,504,769	1,659,704	1,176,731	TOTAL ENDING FUND BALANCE				1,218,897	1,229,714	1,229,714
2,183,517	2,305,858	2,020,702	TOTAL REQUIREMENTS				2,251,523	2,251,523	2,251,523

Budget Document Report

70 - BUILDING FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
2,183,517	2,305,858	2,020,822	TOTAL RESOURCES	2,251,523	2,251,523	2,251,523
2,183,517	2,305,858	2,020,702	TOTAL REQUIREMENTS	2,251,523	2,251,523	2,251,523

Budget Document Report

75 - WASTEWATER SERVICES FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
RESOURCES						
<u>BEGINNING FUND BALANCE</u>						
1,000,000	1,000,000	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
1,922,803	2,699,258	3,667,094	4090 Beginning Fund Balance Estimated July 1 undesignated carryover from prior year	3,738,745	3,738,745	3,738,745
2,922,803	3,699,258	3,667,094	<u>TOTAL BEGINNING FUND BALANCE</u>	3,738,745	3,738,745	3,738,745
2,922,803	3,699,258	3,667,094	<i>TOTAL RESOURCES</i>	3,738,745	3,738,745	3,738,745

Budget Document Report

75 - WASTEWATER SERVICES FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : N/A Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
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REQUIREMENTS**PERSONNEL SERVICES**

154	100	0	7000	Salaries & Wages	0	0	0
144,939	151,703	163,514	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	178,858	178,858	178,858
77	135	200	7000-20	Salaries & Wages - Overtime	199	199	199
82	49	0	7300	Fringe Benefits	0	0	0
8,725	9,171	10,141	7300-05	Fringe Benefits - FICA - Social Security	10,833	10,833	10,833
2,040	2,145	2,287	7300-06	Fringe Benefits - FICA - Medicare	2,597	2,597	2,597
52,619	55,388	58,028	7300-15	Fringe Benefits - PERS - OPSRP - IAP	64,173	64,173	64,173
30,854	31,412	32,610	7300-20	Fringe Benefits - Medical Insurance	33,768	33,768	33,768
4,200	4,200	4,200	7300-22	Fringe Benefits - VEBA Plan	4,200	4,200	4,200
227	227	226	7300-25	Fringe Benefits - Life Insurance	126	126	126
778	817	842	7300-30	Fringe Benefits - Long Term Disability	377	377	377
4,164	4,391	4,663	7300-35	Fringe Benefits - Workers' Compensation Insurance	3,145	3,145	3,145
44	42	48	7300-37	Fringe Benefits - Workers' Benefit Fund	48	48	48
12,132	6,783	1,001	7300-40	Fringe Benefits - Unemployment	3,999	3,999	3,999
261,033	266,562	277,760	<u>TOTAL PERSONNEL SERVICES</u>		302,323	302,323	302,323

MATERIALS AND SERVICES

1,045	275	1,200	7530	Training Safety meetings, training films, posters, and handouts, etc.	1,500	1,500	1,500
2,145	1,792	2,800	7540	Employee Events Costs shared city-wide for employee training, materials, and events.	2,100	2,100	2,100
8,922	5,952	15,000	7550	Travel & Education 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.	15,000	15,000	15,000

<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
Professional memberships	1	1,000	1,000
Training/conferences	1	11,800	11,800
Certification/LME licenses renewal and exam	1	2,200	2,200

Budget Document Report

75 - WASTEWATER SERVICES FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : N/A Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
67,200	69,700	72,500	7610-05	Insurance - Liability		80,890	80,890	80,890
73,300	82,700	86,600	7610-10	Insurance - Property		96,720	96,720	96,720
22,154	23,983	28,000	7620	Telecommunications		28,000	28,000	28,000
				Telephone and fax usage, pagers, and Verizon communication system charges. Maintenance costs for fiber connection to Water Reclamation Facility (WRF) for computer services.				
12,700	12,612	13,500	7650	Janitorial		14,000	14,000	14,000
				WRF Administration and Headworks building janitorial charges.				
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Janitorial service contract	1	13,000	13,000	
				Janitorial supplies	1	1,000	1,000	
22,103	23,469	36,849	7660	Materials & Supplies		29,000	29,000	29,000
				Department costs for employee protective clothing, safety gear, general cleaning supplies, office supplies, garbage service, advertisement, printing, postage, and shipping costs.				
8,179	8,832	8,000	7740-05	Rental Property Repair & Maint - Building		8,670	8,670	8,670
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Misc maintenance, repair, etc	1	8,000	8,000	
				Liability insurance premium	1	140	140	
				Property insurance premium	1	530	530	
19,167	18,092	240,300	7750	Professional Services		42,250	42,250	42,250
				Engineering, professional services and membership dues: Total Maximum Daily Load process (TMDL), permitting, plans development, etc.				
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Water & Light annual sewer billing fee	1	600	600	
				Environmental legal assistance	1	9,700	9,700	
				Miscellaneous wastewater facilities consulting fee	1	25,000	25,000	
				Northwest Biosolids Association dues	1	650	650	
				Rental agreement	1	1,500	1,500	
				ACWA membership/program fees	1	4,800	4,800	
0	0	0	7750-01	Professional Services - Audit & other city-wide prof svc		5,650	5,650	5,650
				Costs shared city-wide for Audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses				
0	0	0	7750-43	Professional Services - Stormwater		50,000	50,000	50,000
				Consultant Services for Mercury TMDL/Stormwater				

Budget Document Report

75 - WASTEWATER SERVICES FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : N/A Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
27,431	26,049	50,000	7790	Maintenance & Rental Contracts	Wastewater Services contracts for maintenance and inspections of various facility systems and grounds.	50,000	50,000	50,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Landscape contract	1	43,000	43,000	
				Elevator maintenance contract	1	2,300	2,300	
				Fire alarm system inspection contract and monitoring	1	1,000	1,000	
				Fire extinguisher and backflow preventer certification	1	3,700	3,700	
17,248	20,357	25,614	7840	M & S Computer Charges		30,874	30,874	30,874
					I.S. Fund materials & supplies costs shared city-wide			
27,262	34,381	36,350	7840-85	M & S Computer Charges - WWS		41,450	41,450	41,450
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				ESRI 17% shared with Bldg,Plan.Eng.Street,Park Maint	1	2,250	2,250	
				Hansen 25% - shared with Street, Park Maint, Eng	1	3,700	3,700	
				Office 365 Licensing	20	240	4,800	
				WWS-MP2 Maint Management software	1	2,800	2,800	
				Rockwell control software	1	5,500	5,500	
				Wonderware software	1	5,500	5,500	
				Hach WIMS software	1	2,800	2,800	
				Win 911 software	1	800	800	
				Swift Comply FOG software	1	3,250	3,250	
				Cradlepoint maintenance	1	250	250	
				Desktop replacements	2	1,200	2,400	
				Laptop replacements	2	1,600	3,200	
				Printer replacement	1	1,200	1,200	
				CUES software renewal	1	3,000	3,000	
6,923	0	0	8229	Customers Helping Customers matching funds		0	0	0
44,631	52,490	55,000	8260	Permit & Basin Council Fees		56,600	56,600	56,600
								State and federal agency fees and permits.
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				DEQ National Pollutant Discharge Elim (NPDES)	1	34,500	34,500	
				Federal USGS monitoring site fee - Yamhill	1	17,000	17,000	
				DEQ certification program fee	1	2,000	2,000	
				DEQ stormwater program fee	1	2,000	2,000	
				Oregon Hazardous substance fee	1	400	400	
				Electrical inspection	1	700	700	
360,410	380,684	671,713	TOTAL MATERIALS AND SERVICES			552,704	552,704	552,704

Budget Document Report

75 - WASTEWATER SERVICES FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : N/A Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
			<u>CAPITAL OUTLAY</u>				
2,020	0	2,826	8750	Capital Outlay Computer Charges I.S. Fund capital outlay costs shared city-wide	6,484	0	0
0	0	5,000	8750-85	Capital Outlay Computer Charges - Wastewater Services	0	0	0
0	0	0	8800	Building Improvements	0	0	0
11,999	0	0	8850	Vehicles	35,000	35,000	35,000
14,019	0	7,826	<u>TOTAL CAPITAL OUTLAY</u>		41,484	35,000	35,000
635,462	647,246	957,299	<i>TOTAL REQUIREMENTS</i>		896,511	890,027	890,027

Budget Document Report

75 - WASTEWATER SERVICES FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 72 - PLANT Section : N/A Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
REQUIREMENTS							
PERSONNEL SERVICES							
1,084	279	0	7000	Salaries & Wages	0	0	0
474,224	537,063	571,937	7000-05	Salaries & Wages - Regular Full Time	615,883	615,883	615,883
				Supervisor - Operations - 1.00 FTE			
				Operator - Lead - 1.00 FTE			
				Operator - Senior - 3.00 FTE			
				Operator - 1.00 FTE			
				Plant Mechanic - Senior - 1.00 FTE			
				Plant Mechanic - 2.00 FTE			
15,272	25,774	0	7000-10	Salaries & Wages - Regular Part Time	0	0	0
17,405	5,562	11,816	7000-15	Salaries & Wages - Temporary	12,428	12,428	12,428
				Extra Help - Wastewater Services - 0.39 FTE			
14,482	10,844	14,000	7000-20	Salaries & Wages - Overtime	13,000	13,000	13,000
1,759	-897	0	7300	Fringe Benefits	0	0	0
31,048	34,533	36,848	7300-05	Fringe Benefits - FICA - Social Security	38,797	38,797	38,797
7,261	8,076	8,424	7300-06	Fringe Benefits - FICA - Medicare	9,299	9,299	9,299
131,638	165,923	176,231	7300-15	Fringe Benefits - PERS - OPSRP - IAP	189,060	189,060	189,060
124,495	141,647	144,274	7300-20	Fringe Benefits - Medical Insurance	150,493	150,493	150,493
19,333	21,667	19,000	7300-22	Fringe Benefits - VEBA Plan	20,000	20,000	20,000
864	1,060	934	7300-25	Fringe Benefits - Life Insurance	540	540	540
2,582	3,231	3,034	7300-30	Fringe Benefits - Long Term Disability	1,402	1,402	1,402
19,763	22,412	23,472	7300-35	Fringe Benefits - Workers' Compensation Insurance	15,647	15,647	15,647
176	195	239	7300-37	Fringe Benefits - Workers' Benefit Fund	239	239	239
861,386	977,367	1,010,209	TOTAL PERSONNEL SERVICES		1,066,788	1,066,788	1,066,788
MATERIALS AND SERVICES							
0	0	0	7550	Travel & Education	0	0	0
3,188	3,195	4,500	7590	Fuel - Vehicle & Equipment	10,000	10,000	10,000
				Gas and diesel - vehicles, rolling stock and generators.			

Budget Document Report

75 - WASTEWATER SERVICES FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 72 - PLANT Section : N/A Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
360,391	388,591	410,000	7600	Utilities	Electric and natural gas for the Water Reclamation Facility at 3500 Clearwater Drive and Pump Stations	420,000	420,000	420,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Electricity	1	390,000	390,000	
				Natural gas	1	30,000	30,000	
0	0	0	7600-04	Utilities - Water		0	0	0
0	0	0	7660	Materials & Supplies		0	0	0
131,842	93,387	120,000	7690	Chemicals	Various chemicals used at the Water Reclamation Facility.	135,000	135,000	135,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Aluminum compounds	1	75,000	75,000	
				Polymers	1	25,000	25,000	
				Sodium Hypochlorite	1	10,000	10,000	
				Alkalinity products	1	20,000	20,000	
				Miscellaneous plant chemicals	1	5,000	5,000	
24,327	33,494	34,000	7720-04	Repairs & Maintenance - Supplies	Supplies related to the Water Reclamation Facility and pump stations.	35,000	35,000	35,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Pumps parts and accessories	1	1,500	1,500	
				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	3,000	3,000	
				Fasteners, belts, seals, filters, etc	1	11,000	11,000	
				Grit/garbage service	1	2,000	2,000	
				Tools	1	2,000	2,000	
				Electrical components	1	1,500	1,500	
157,976	150,892	200,000	7720-06	Repairs & Maintenance - Equipment	Repairs and replacement of existing Water Reclamation Facility and pump station equipment and processes.	200,000	200,000	200,000

Budget Document Report

75 - WASTEWATER SERVICES FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 72 - PLANT Section : N/A Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Instrumentation and controls	1	9,000	9,000		
			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	8,000	8,000		
			Mechanical equipment repairs	1	95,000	95,000		
			Landscape and irrigation	1	4,000	4,000		
			Chemical delivery systems	1	4,000	4,000		
			Pump station SCADA systems	1	9,000	9,000		
			UV lamps	1	18,000	18,000		
			Biofilter media	1	25,000	25,000		
2,748	3,244	5,000	7720-14 Repairs & Maintenance - Vehicles				5,000	5,000
			Water Reclamation Facility vehicle and forklift repairs and preventative maintenance.					
			<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		
293	248	280	7750 Professional Services				0	0
0	0	0	7750-01 Professional Services - Audit & other city-wide prof svc				240	240
			Costs shared city-wide for Audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses					
178,125	177,361	180,000	7780-25 Contract Services - Biosolids				180,000	180,000
			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	177,800	177,800		
			Site management	1	2,200	2,200		
1,199	3,325	5,000	7800 M & S Equipment				5,000	5,000
			Equipment necessary for plant and pump station operations and maintenance.					
860,088	853,737	958,780	TOTAL MATERIALS AND SERVICES				990,240	990,240
CAPITAL OUTLAY								
0	15,000	0	8710 Equipment				0	0
			Plant equipment replacement					
0	0	0	8800 Building Improvements				0	0
0	0	0	8850 Vehicles				0	0
0	15,000	0	TOTAL CAPITAL OUTLAY				0	0
1,721,474	1,846,103	1,968,989	TOTAL REQUIREMENTS				2,057,028	2,057,028

Budget Document Report

75 - WASTEWATER SERVICES FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 74 - ENVIRONMENTAL SERVICES Section : N/A Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
REQUIREMENTS								
PERSONNEL SERVICES								
-20	-320	0	7000	Salaries & Wages		0	0	0
258,728	255,247	269,121	7000-05	Salaries & Wages - Regular Full Time Supervisor - Environmental Services - 1.00 FTE Regulatory Compliance Specialist - Senior - 1.00 FTE Regulatory Compliance Specialist - 1.00 FTE Laboratory Technician - Senior - 1.00 FTE		287,032	287,032	287,032
0	0	1,000	7000-10	Salaries & Wages - Regular Part Time Laboratory Technician - 0.69 FTE		42,043	42,043	42,043
6,213	4,792	11,816	7000-15	Salaries & Wages - Temporary Extra Help - Wastewater Services - 0.38 FTE		12,428	12,428	12,428
0	163	699	7000-20	Salaries & Wages - Overtime		501	501	501
1,200	100	0	7000-37	Salaries & Wages - Medical Opt Out Incentive		0	0	0
232	405	0	7300	Fringe Benefits		0	0	0
16,183	15,657	17,215	7300-05	Fringe Benefits - FICA - Social Security		20,692	20,692	20,692
3,785	3,662	4,030	7300-06	Fringe Benefits - FICA - Medicare		4,959	4,959	4,959
66,396	68,443	85,291	7300-15	Fringe Benefits - PERS - OPSRP - IAP		103,015	103,015	103,015
38,375	53,673	57,898	7300-20	Fringe Benefits - Medical Insurance		81,732	81,732	81,732
6,000	10,000	8,000	7300-22	Fringe Benefits - VEBA Plan		11,000	11,000	11,000
405	423	432	7300-25	Fringe Benefits - Life Insurance		300	300	300
1,242	1,389	1,446	7300-30	Fringe Benefits - Long Term Disability		755	755	755
9,349	10,347	11,229	7300-35	Fringe Benefits - Workers' Compensation Insurance		8,346	8,346	8,346
83	85	101	7300-37	Fringe Benefits - Workers' Benefit Fund		117	117	117
408,171	424,067	468,278	TOTAL PERSONNEL SERVICES			572,920	572,920	572,920
MATERIALS AND SERVICES								
22,539	21,680	26,000	7660	Materials & Supplies Materials and supplies to support permit, pretreatment, and laboratory work and activities.		30,000	30,000	30,000
			Description	Units	Amt/Unit	Total		
			Permit lab materials and supplies to support permit	1	26,000	26,000		
			Pretreatment training and outreach supplies	1	4,000	4,000		

Budget Document Report

75 - WASTEWATER SERVICES FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 74 - ENVIRONMENTAL SERVICES Section : N/A Program : N/A				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
8,323	6,814	13,350	7750	Professional Services				11,875	11,875	11,875
				Description	Units	Amt/Unit	Total			
				Lab instrumentation calibration/fume hood certification	1	2,700	2,700			
				DI Water system rental/sanitization	1	3,600	3,600			
				Pretreatment assistance	1	5,575	5,575			
0	0	0	7750-01	Professional Services - Audit & other city-wide prof svc				50	50	50
				Costs shared city-wide for Audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses						
39,746	45,312	50,000	7780-30	Contract Services - Lab				60,000	60,000	60,000
				Outside laboratory services necessary for permit and industrial compliance which includes ambient water quality sampling of South Yamhill River.						
6,287	4,975	5,000	7800	M & S Equipment				5,000	5,000	5,000
				Laboratory instrumentation or sampling monitoring equipment						
76,894	78,781	94,350	TOTAL MATERIALS AND SERVICES				106,925	106,925	106,925	
CAPITAL OUTLAY										
0	12,943	0	8710	Equipment				0	0	0
				Laboratory equipment replacement						
0	12,943	0	TOTAL CAPITAL OUTLAY				0	0	0	
485,065	515,791	562,628	TOTAL REQUIREMENTS				679,845	679,845	679,845	

Budget Document Report

75 - WASTEWATER SERVICES FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 78 - CONVEYANCE SYSTEMS Section : 320 - SANITARY Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
REQUIREMENTS								
PERSONNEL SERVICES								
186	-792	0	7000	Salaries & Wages	0	0	0	
322,420	332,229	349,595	7000-05	Salaries & Wages - Regular Full Time Supervisor - Conveyance - 0.90 FTE Maintenance Technician - Senior - 4.50 FTE	346,962	346,962	346,962	
1,500	1,337	2,500	7000-20	Salaries & Wages - Overtime	2,000	2,000	2,000	
1,080	1,080	1,080	7000-37	Salaries & Wages - Medical Opt Out Incentive	0	0	0	
200	-495	0	7300	Fringe Benefits	0	0	0	
19,896	20,496	21,763	7300-05	Fringe Benefits - FICA - Social Security	21,113	21,113	21,113	
4,653	4,793	4,976	7300-06	Fringe Benefits - FICA - Medicare	5,061	5,061	5,061	
99,531	102,386	111,244	7300-15	Fringe Benefits - PERS - OPSRP - IAP	111,260	111,260	111,260	
36,919	36,600	38,994	7300-20	Fringe Benefits - Medical Insurance	41,522	41,522	41,522	
5,775	5,400	5,400	7300-22	Fringe Benefits - VEBA Plan	5,400	5,400	5,400	
583	575	588	7300-25	Fringe Benefits - Life Insurance	324	324	324	
1,760	1,794	1,842	7300-30	Fringe Benefits - Long Term Disability	788	788	788	
19,164	19,310	20,986	7300-35	Fringe Benefits - Workers' Compensation Insurance	15,698	15,698	15,698	
110	104	126	7300-37	Fringe Benefits - Workers' Benefit Fund	126	126	126	
513,776	524,818	559,094	TOTAL PERSONNEL SERVICES			550,254	550,254	550,254
MATERIALS AND SERVICES								
15,836	16,427	23,000	7590	Fuel - Vehicle & Equipment	35,000	35,000	35,000	
1,002	1,022	1,200	7600	Utilities Electric costs associated with Conveyance building.	1,200	1,200	1,200	
0	0	0	7600-04	Utilities - Water	0	0	0	
22,125	9,292	18,000	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	
7,998	20,163	18,000	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	
24,581	22,755	26,000	7720-14	Repairs & Maintenance - Vehicles Includes routine repairs for VacCon, TV van, conveyance service truck, and rental replacements when equipment is out of service.	32,000	32,000	32,000	

Budget Document Report

75 - WASTEWATER SERVICES FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 78 - CONVEYANCE SYSTEMS		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
			Section : 320 - SANITARY					
			Program : N/A					
21,420	23,041	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.	30,000	30,000	30,000	
0	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.	10,000	10,000	10,000	
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	50	50	50	
4,209	4,100	5,000	7800	M & S Equipment Conveyance System maintenance equipment.	5,000	5,000	5,000	
97,171	96,799	131,200	TOTAL MATERIALS AND SERVICES			153,250	153,250	153,250
CAPITAL OUTLAY								
0	0	0	8710	Equipment	0	0	0	
34,386	0	0	8850	Vehicles	0	0	0	
119,695	32,700	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	
154,081	32,700	100,000	TOTAL CAPITAL OUTLAY			100,000	100,000	100,000
765,028	654,317	790,294	TOTAL REQUIREMENTS			803,504	803,504	803,504

Budget Document Report

75 - WASTEWATER SERVICES FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 99 - NON-DEPARTMENTAL Section : N/A Program : N/A				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
RESOURCES									
INTERGOVERNMENTAL									
0	7,720	0	4545	Federal FEMA Grant			0	0	0
0	0	0	4546	American Rescue Plan			0	0	0
35,419	-6,647	0	4548	Coronavirus Relief Fund (CRF)			0	0	0
35,419	1,074	0	TOTAL INTERGOVERNMENTAL				0	0	0
CHARGES FOR SERVICES									
10,052	13,172	13,200	5400-40	Property Rentals - House Riverside Drive house rental income.			13,200	13,200	13,200
13,110	13,121	13,128	5400-45	Property Rentals - Farm Farm land lease on Water Reclamation Facility property.			13,128	13,128	13,128
10,291,658	10,831,413	10,750,000	5520	Sewer User Charges Monthly sewer charges based on water consumption and discharge loading.			10,750,000	10,750,000	10,750,000
75,052	94,473	90,000	5530	Septage Fees Dumping fees collected from haulers for septic tank and portable toilet waste.			91,000	91,000	91,000
Budget Note: In fiscal year 2019-20 the franchise fee was directly allocated to the General Fund at the time the revenue was received. This process is being updated for fiscal									
10,389,872	10,952,179	10,866,328	TOTAL CHARGES FOR SERVICES				10,867,328	10,867,328	10,867,328
MISCELLANEOUS									
31,046	15,436	20,000	6310	Interest			15,000	15,000	15,000
3,688	5,499	1,000	6600	Other Income			1,000	1,000	1,000
0	0	0	6600-05	Other Income - Workers' Comp Reimbursement			0	0	0
34,734	20,935	21,000	TOTAL MISCELLANEOUS				16,000	16,000	16,000
TRANSFERS IN									
55,041	57,237	15,039	6900-85	Transfers In - Insurance Services			16,182	16,182	16,182
DescriptionUnitsAmt/UnitTotal									
Insurance Services Fund support of HR Manager position116,18216,182									
55,041	57,237	15,039	TOTAL TRANSFERS IN				16,182	16,182	16,182
10,515,066	11,031,424	10,902,367	TOTAL RESOURCES				10,899,510	10,899,510	10,899,510

Budget Document Report

75 - WASTEWATER SERVICES FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 99 - NON-DEPARTMENTAL Section : N/A Program : N/A				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
REQUIREMENTS									
MATERIALS AND SERVICES									
0	7,386	50,000	7500	Credit Card Fees			40,000	40,000	40,000
0	0	0	7750	Professional Services			34,000	34,000	34,000
0	522,027	542,000	8227	Franchise Fee expense Wastewater utility will pay a 6% franchise fee, up from 5% in FY2021-22.			1,078,000	644,000	644,000
0	20,000	20,000	8229	Customers Helping Customers matching funds			20,000	20,000	20,000
0	549,413	612,000	TOTAL MATERIALS AND SERVICES				1,172,000	738,000	738,000
TRANSFERS OUT									
331,187	359,141	367,708	9700-01	Transfers Out - General Fund			446,247	436,227	436,227
				Description	Units	Amt/Unit	Total		
				Wastewater Services Fund support of Engineering operations.	1	31,013	31,013		
				Engineering, Admin, & Finance personnel services support.	1	405,214	405,214		
5,752,934	6,177,497	6,013,408	9700-77	Transfers Out - Wastewater Capital Transfer to Wastewater Capital Fund for wastewater system capital improvements per the Wastewater System (WWS) Financial Plan.			6,154,866	6,154,866	6,154,866
				Description	Units	Amt/Unit	Total		
				Ratepayer contribution for FY23	1	6,154,866	6,154,866		
47,461	46,222	55,851	9700-80	Transfers Out - Information Systems			59,995	59,995	59,995
				Description	Units	Amt/Unit	Total		
				Information Systems personnel services support.	1	59,995	59,995		
6,131,582	6,582,860	6,436,967	TOTAL TRANSFERS OUT				6,661,108	6,651,088	6,651,088
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
ENDING FUND BALANCE									
1,000,000	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
2,699,258	3,934,952	2,340,687	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			1,468,259	1,918,763	1,918,763

Budget Document Report

75 - WASTEWATER SERVICES FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : 99 - NON-DEPARTMENTAL Section : N/A Program : N/A	2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
3,699,258	3,934,952	2,340,687	<u>TOTAL ENDING FUND BALANCE</u>	1,468,259	1,918,763	1,918,763
9,830,840	11,067,225	10,289,654	<i>TOTAL REQUIREMENTS</i>	10,201,367	10,207,851	10,207,851

Budget Document Report

75 - WASTEWATER SERVICES FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
13,437,869	14,730,683	14,569,461	TOTAL RESOURCES	14,638,255	14,638,255	14,638,255
13,437,869	14,730,683	14,568,864	TOTAL REQUIREMENTS	14,638,255	14,638,255	14,638,255

Budget Document Report

77 - WASTEWATER CAPITAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
RESOURCES									
BEGINNING FUND BALANCE									
3,138,300	2,855,600	2,552,100	4077-99	Designated Begin FB-WW Cap Fd - PERS Refinancing Reserve			2,226,800	2,226,800	2,226,800
25,384,442	29,351,857	32,957,702	4090	Beginning Fund Balance			35,940,799	35,940,799	36,200,799
				Estimated July 1 undesignated carryover from prior year					
				Budget Note: SDC accounting discloses an extremely large negative system development charge fund balance. This negative balance indicates that the building of the WRF and sewer system improvements could have been significantly funded by SDCs, but was instead funded by the sale of revenue bonds since adequate SDCs were not available.					
28,522,742	32,207,457	35,509,802	TOTAL BEGINNING FUND BALANCE			38,167,599	38,167,599	38,427,599	
CHARGES FOR SERVICES									
1,104,163	519,909	325,000	5500	System Development Charges			550,000	550,000	550,000
				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.					
1,104,163	519,909	325,000	TOTAL CHARGES FOR SERVICES			550,000	550,000	550,000	
MISCELLANEOUS									
539,468	224,957	300,000	6310	Interest			225,000	225,000	225,000
0	0	2,500	6500-05	Private Sewer Lateral - Loan Repayment			2,500	2,500	2,500
				Payments on "loans" City has made to property owners to enable the property owner to repair a defective private sewer lateral.					
5,400	8,350	10,000	6500-10	Private Sewer Lateral - Penalty			10,000	10,000	10,000
				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.					
0	0	0	6600	Other Income			0	0	0
544,868	233,307	312,500	TOTAL MISCELLANEOUS			237,500	237,500	237,500	
TRANSFERS IN									
5,752,934	6,177,497	6,013,408	6900-75	Transfers In - Wastewater Services			6,154,866	6,154,866	6,154,866
				Transfer from the Wastewater Services Fund for capital improvements per the Wastewater System (WWS) Financial Plan.					
				Description	Units	Amt/Unit	Total		
				Ratepayer contribution for FY23	1	6,154,866	6,154,866		

Budget Document Report

77 - WASTEWATER CAPITAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
0	37,312	161,621	6901-01	Transfers In - Interfund Debt - General Fund			157,632	157,632	157,632
			Description	Units	Amt/Unit	Total			
			Payment on 2021 Police vehicles -3	1	37,699	37,699			
			Payment on 2021 Police audio visual equipment	1	5,716	5,716			
			Payment on 2021 Fire Dept vehicle & air compressor	1	23,655	23,655			
			Payment on 2021 Fire Dept defibrilators	1	53,250	53,250			
			Payment on 2020 Police vehicles - 3	1	37,312	37,312			
5,752,934	6,214,809	6,175,029	TOTAL TRANSFERS IN				6,312,498	6,312,498	6,312,498
35,924,707	39,175,483	42,322,331	TOTAL RESOURCES				45,267,597	45,267,597	45,527,597

Budget Document Report

77 - WASTEWATER CAPITAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
REQUIREMENTS								
MATERIALS AND SERVICES								
12,167	15,782	31,799	7750	Professional Services		20,000	20,000	20,000
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		16,000	16,000	16,000
0	0	350,000	7770-05	Professional Services - Projects - Master Plan Update Update of Water Reclamation Facilities Plan & Conveyance System Master Plan & Stormwater Plan(FY22-FY23)		800,000	800,000	1,100,000
70,350	183,054	440,000	7770-40	Professional Services - Projects - Grit System Expansion Engineering services for the grit system expansion project.		0	0	0
145	0	1,500,000	7770-41	Professional Services - Projects - New 1MB tank & mixer Engineering services for the construction of an additional biosolids storage tank.		1,500,000	1,500,000	2,000,000
120,741	4,807	0	7770-44	Professional Services - Projects - Filtration System Expansion Engineering services for the tertiary filtration system expansion project.		0	0	0
43,631	12,360	75,000	7770-49	Professional Services - Projects - 3 Mile Ln Bridge Force Main Engineering services for the installation of a 16" diameter sanitary sewer force main on ODOT's new 3-mile Lane Bridge.		0	0	0
143,109	27,380	140,000	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.		140,000	140,000	340,000
0	0	440,000	7770-59	Professional Services - Projects - Admin Building Addition/Upgrade Design services for Admin building project		800,000	800,000	1,200,000
821	2,000	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.		3,500	3,500	3,500
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.		2,500	2,500	2,500
390,965	245,384	2,982,799	TOTAL MATERIALS AND SERVICES			3,282,000	3,282,000	4,682,000

Budget Document Report

77 - WASTEWATER CAPITAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
CAPITAL OUTLAY								
793,024	761,795	800,000	8710	Equipment		900,000	900,000	1,100,000
Planned major equipment replacement at the WRF and/or system pump stations.								
			Description	Units	Amt/Unit	Total		
			Conveyance Dump Truck	1	250,000	250,000		
			Cozine P.S. #1 pump Replacement	1	200,000	200,000		
			York Chiller Replacement	1	150,000	150,000		
			Cozine Generator Install	1	500,000	500,000		
2,079,914	427,864	2,487,000	9120-25	Sewer Construction - I&I Reduction Projects		1,660,000	1,660,000	1,460,000
Sewer rehabilitation and reconstruction at various locations around the City to address inflow and infiltration (I&I).								
0	0	2,100,000	9120-40	Sewer Construction - Grit System Expansion		0	0	0
0	0	4,500,000	9120-41	Sewer Construction - New 1MG Tank & Mixer		1,000,000	1,000,000	2,000,000
29,554	0	0	9120-44	Sewer Construction - Filtration System Expansion		0	0	0
Expansion of the tertiary treatment filtration system.								
0	807,596	192,000	9120-49	Sewer Construction - 3 Mile Ln Bridge Force Main		100,000	100,000	100,000
FY21 amount reflects deposit made to ODOT for the project costs per Agreement No. 34513								
0	0	1,320,000	9120-59	Sewer Construction - Admin Building Addition/Upgrade		1,300,000	1,300,000	1,300,000
0	0	15,000	9150-10	Developer Reimbursement - Sanitary Sewer		15,000	15,000	15,000
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.								
2,902,492	1,997,255	11,414,000	TOTAL CAPITAL OUTLAY			4,975,000	4,975,000	5,975,000
TRANSFERS OUT								
249,194	168,476	211,100	9700-01	Transfers Out - General Fund		230,978	229,238	229,238
			Description	Units	Amt/Unit	Total		
			Wastewater Capital Fund support of Engineering operations.	1	17,496	17,496		
			Engineering, Admin, & Finance personnel services support.	1	211,742	211,742		
174,600	570,061	0	9701-01	Transfers Out - Interfund Debt - General Fund		672,300	0	0
423,794	738,537	211,100	TOTAL TRANSFERS OUT			903,278	229,238	229,238
CONTINGENCIES								
0	0	1,490,748	9800	Contingencies		1,500,000	1,500,000	1,500,000
0	0	1,490,748	TOTAL CONTINGENCIES			1,500,000	1,500,000	1,500,000

Budget Document Report

77 - WASTEWATER CAPITAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
ENDING FUND BALANCE								
2,855,600	2,531,000	2,226,800	9977-99	Designated End FB - WW Cap Fd - PERS Refinancing Reserve	1,878,600	1,878,600	1,878,600	
29,351,857	33,663,306	23,996,884	9999	Unappropriated Ending Fd Balance	32,728,719	33,402,759	31,262,759	
			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.					
32,207,457	36,194,306	26,223,684	TOTAL ENDING FUND BALANCE			34,607,319	35,281,359	33,141,359
35,924,707	39,175,482	42,322,331	TOTAL REQUIREMENTS			45,267,597	45,267,597	45,527,597

Budget Document Report

77 - WASTEWATER CAPITAL FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
35,924,707	39,175,483	42,322,331	TOTAL RESOURCES	45,267,597	45,267,597	45,527,597
35,924,707	39,175,483	42,322,331	TOTAL REQUIREMENTS	45,267,597	45,267,597	45,527,597

Budget Document Report

79 - AMBULANCE FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
RESOURCES						
<u>BEGINNING FUND BALANCE</u>						
1,572,898	0	0	4079-05 Designated Begin FB-Ambulance Fd - EMS A/R Non-cash Designated Beginning Fund Balance for Ambulance Accounts Receivable balance at July 1	0	0	0
-1,398,415	0	0	4090 Beginning Fund Balance Estimated July 1 undesignated carryover from prior year	0	0	0
1,016,112	0	0	<u>TOTAL BEGINNING FUND BALANCE</u>	0	0	0
174,483	0	0	<i>TOTAL RESOURCES</i>	0	0	0

Budget Document Report

79 - AMBULANCE FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
REQUIREMENTS									
TRANSFERS OUT									
174,483	0	0	9700-01	Transfers Out - General Fund			0	0	0
Closing the Ambulance Fund and moving remaining balance to the General Fund.									
174,483	0	0	TOTAL TRANSFERS OUT			0	0	0	
174,483	0	0	TOTAL REQUIREMENTS			0	0	0	

Budget Document Report

79 - AMBULANCE FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
174,483	0	0	TOTAL RESOURCES	0	0	0
174,483	0	0	TOTAL REQUIREMENTS	0	0	0

Budget Document Report

80 - INFORMATION SYSTEMS & SERVICES FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 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
189,385	196,697	386,935	4090	Beginning Fund Balance Estimated July 1 undesignated carryover from prior year			143,117	143,117	143,117
204,460	211,772	402,010	TOTAL BEGINNING FUND BALANCE			158,192	158,192	158,192	
INTERGOVERNMENTAL									
0	0	0	4546	American Rescue Plan			80,000	80,000	80,000
56,183	152,672	0	4548	Coronavirus Relief Fund (CRF)			0	0	0
56,183	152,672	0	TOTAL INTERGOVERNMENTAL			80,000	80,000	80,000	
CHARGES FOR SERVICES									
522,686	531,933	646,634	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.			911,970	740,391	740,391
16,533	16,453	22,741	6000-20	Charges for Equipment & Services - Street Fund			27,473	25,466	25,466
12,493	10,473	23,145	6000-70	Charges for Equipment & Services - Building Fund			15,329	13,399	13,399
46,530	54,738	69,790	6000-75	Charges for Equipment & Services - Wastewater Services Fund			78,808	72,324	72,324
66,182	0	0	6000-79	Charges for Equipment & Services - Ambulance Fund			0	0	0
664,424	613,597	762,310	TOTAL CHARGES FOR SERVICES			1,033,580	851,580	851,580	
MISCELLANEOUS									
3,924	1,247	2,000	6310	Interest			1,200	1,200	1,200
45	84	0	6600	Other Income			0	0	0
3,969	1,332	2,000	TOTAL MISCELLANEOUS			1,200	1,200	1,200	
TRANSFERS IN									
408,455	408,038	470,219	6900-01	Transfers In - General Fund			501,315	501,315	501,315
			Description	Units	Amt/Unit	Total			
			Information Systems personnel services support.	1	501,315	501,315			

Budget Document Report

80 - INFORMATION SYSTEMS & SERVICES FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
9,498	9,464	10,960	6900-20	Transfers In - Street			11,694	11,694	11,694
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
			Information Systems personnel services support.	1	11,694	11,694			
9,498	9,464	10,960	6900-70	Transfers In - Building			11,694	11,694	11,694
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
			Information Systems personnel services support.	1	11,694	11,694			
47,461	46,222	55,851	6900-75	Transfers In - Wastewater Services			59,995	59,995	59,995
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
			Information Systems personnel services support.	1	59,995	59,995			
474,912	473,188	547,990	TOTAL TRANSFERS IN				584,698	584,698	584,698
1,403,948	1,452,561	1,714,310	TOTAL RESOURCES				1,857,670	1,675,670	1,675,670

Budget Document Report

80 - INFORMATION SYSTEMS & SERVICES FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
REQUIREMENTS							
PERSONNEL SERVICES							
269	-1,053	0	7000	Salaries & Wages	0	0	0
321,223	321,433	343,155	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	376,441	376,441	376,441
0	0	0	7000-15	Salaries & Wages - Temporary	0	0	0
3,343	3,159	5,000	7000-20	Salaries & Wages - Overtime For required maintenance scheduled after working hours and occasional extra work required during peak activity periods.	5,000	5,000	5,000
2,400	2,400	2,400	7000-37	Salaries & Wages - Medical Opt Out Incentive	2,400	2,400	2,400
115	-333	0	7300	Fringe Benefits	0	0	0
19,714	19,717	21,605	7300-05	Fringe Benefits - FICA - Social Security	23,223	23,223	23,223
4,611	4,611	4,939	7300-06	Fringe Benefits - FICA - Medicare	5,566	5,566	5,566
87,366	88,230	101,133	7300-15	Fringe Benefits - PERS - OPSRP - IAP	111,505	111,505	111,505
53,453	52,369	56,356	7300-20	Fringe Benefits - Medical Insurance	51,924	51,924	51,924
8,000	8,000	8,000	7300-22	Fringe Benefits - VEBA Plan	7,000	7,000	7,000
432	432	432	7300-25	Fringe Benefits - Life Insurance	240	240	240
1,768	1,845	1,822	7300-30	Fringe Benefits - Long Term Disability	846	846	846
267	246	305	7300-35	Fringe Benefits - Workers' Compensation Insurance	460	460	460
87	79	92	7300-37	Fringe Benefits - Workers' Benefit Fund	92	92	92
0	0	0	7300-40	Fringe Benefits - Unemployment	1,001	1,001	1,001
503,047	501,134	545,239	TOTAL PERSONNEL SERVICES		585,698	585,698	585,698
MATERIALS AND SERVICES							
419	350	600	7540	Employee Events Costs shared city-wide for employee training, materials, and events.	500	500	500
3,439	-499	3,000	7550	Travel & Education Technical training, network training, desktop training, and application development training, including travel and meal expenses to seminars and conferences.	8,000	8,000	8,000
0	0	200	7590	Fuel - Vehicle & Equipment Fuel and repair expense for IS Department vehicle	500	500	500
3,400	3,600	4,000	7610-05	Insurance - Liability	4,710	4,710	4,710
500	600	600	7610-10	Insurance - Property	490	490	490

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2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
10,738	9,013	10,000	7620	Telecommunications	Information Services Department telephones, cell phones, and modem lines.	10,000	10,000	10,000
9,251	8,193	5,500	7660	Materials & Supplies	General office supplies, postage, shipping, professional subscriptions and dues, expendable computer supplies, and training materials; including purchased training videos and miscellaneous training materials.	6,000	6,000	6,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Printing supplies	1	1,000	1,000	
				Shipping costs	1	500	500	
				Misc Computer supplies	1	3,500	3,500	
				Headsets, webcams	1	1,000	1,000	
5	0	500	7720	Repairs & Maintenance		4,000	4,000	4,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Furniture and Expenses - new office area	1	4,000	4,000	
0	0	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	
45	10	0	7720-14	Repairs & Maintenance - Vehicles		0	0	0
16,944	20,444	38,200	7750	Professional Services		58,500	58,500	58,500
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Application, network, design & support services	1	47,000	47,000	
				Civic Building A/V maintenance	1	1,500	1,500	
				Website services	1	10,000	10,000	
0	0	0	7750-01	Professional Services - Audit & other city-wide prof svc		1,800	1,800	1,800
				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
38,904	48,972	45,000	7792	Hardware Maintenance & Rental Contracts		50,000	50,000	50,000
6,739	8,188	10,000	7792-20	Hardware Maintenance & Rental Contracts - Police		10,000	10,000	10,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Data 911 hardware maintenance	1	10,000	10,000	
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
152,313	226,033	225,000	7794	Software Maintenance & Rental Contracts		240,000	240,000	240,000

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80 - INFORMATION SYSTEMS & SERVICES FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
0	0	840	7794-02	Software Maintenance & Rental Contracts - City Manager's Office				2,140	2,140	2,140
				Description	Units	Amt/Unit	Total			
				Office 365 Licensing	4	240	840			
				Adobe Licensing	1	1,300	1,300			
0	0	1,680	7794-03	Software Maintenance & Rental Contracts - City Council				1,800	1,800	1,800
				Description	Units	Amt/Unit	Total			
				Office 365 Licensing	8	240	1,800			
0	0	7,700	7794-05	Software Maintenance & Rental Contracts - Accounting				7,700	7,700	7,700
				Description	Units	Amt/Unit	Total			
				Office 365 Licensing	5	240	1,200			
				Debt tracker software app	1	6,500	6,500			
4,290	0	720	7794-08	Software Maintenance & Rental Contracts - Legal				720	720	720
				Description	Units	Amt/Unit	Total			
				Office 365 Licensing	3	240	720			
8,663	8,821	11,280	7794-10	Software Maintenance & Rental Contracts - Engineering				10,990	10,990	10,990
				Description	Units	Amt/Unit	Total			
				Hansen sewer database 25% - shared with Street, Park Maint, WWS	1	3,700	3,700			
				ESRI 17% - shared with Bldg,Plan,Eng,Street,WWS	1	2,250	2,250			
				Office 365 Licensing	6	240	1,440			
				AutoCAD maintenance 66% - shared with Planning	1	2,800	2,800			
				Adobe Licensing	2	400	800			
0	0	720	7794-12	Software Maintenance & Rental Contracts - Human Resources				18,720	18,720	18,720
				Description	Units	Amt/Unit	Total			
				Office 365 Licensing	3	240	720			
				NEOGOV Perform & Implementation	1	15,000	15,000			
				Background check system integration	1	3,000	3,000			
0	0	0	7794-14	Software Maintenance & Rental Contracts - Planning Econ Development				0	0	0
3,460	0	0	7794-15	Software Maintenance & Rental Contracts - Planning				0	0	0
0	0	240	7794-16	Software Maintenance & Rental Contracts - Planning Administration				240	240	240
				Description	Units	Amt/Unit	Total			
				Office 365 licensing	1	240	240			

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2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
0	1,553	2,230	7794-17	Software Maintenance & Rental Contracts - Planning Current				2,705	2,705	2,705
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
				ESRI Software - 12.5	1	1,125	1,125			
				AutoCAD Maintenance	1	700	700			
				Office 365 Licensing	2	240	480			
				Adobe InDesign renewal	1	400	400			
0	1,553	2,230	7794-18	Software Maintenance & Rental Contracts - Planning Long Range				2,305	2,305	2,305
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
				ESRI Software	1	1,125	1,125			
				AutoCAD Maintenance	1	700	700			
				Office 365 Licensing	2	240	480			
0	0	480	7794-19	Software Maintenance & Rental Contracts - Planning Code Compliance				480	480	480
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
				Office 365 Licensing	2	240	480			
42,357	49,573	64,580	7794-20	Software Maintenance & Rental Contracts - Police				68,320	68,320	68,320
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
				Office 365 Licensing	48	240	11,520			
				EvidenceOnQ Maintenance	1	17,000	17,000			
				Netmotion maintenance 50% - shared with AMB, FD	1	2,700	2,700			
				ETicketing 65% shared with MC, plus annual hosting fee	1	9,400	9,400			
				WebLEDS Maintenance	1	1,200	1,200			
				CS message switch support	1	3,500	3,500			
				CS e-ticketing support	1	1,600	1,600			
				CS remote support	1	500	500			
				CS mobile support	1	9,500	9,500			
				CS RMS Maintenance	1	11,400	11,400			
8,233	9,783	11,500	7794-25	Software Maintenance & Rental Contracts - Municipal Court				17,400	17,400	17,400
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
				E-ticketing maintenance 33% shared with PD	1	5,200	5,200			
				Caselle Annual Maintenance	1	6,000	6,000			
				Caselle Utilities/Integration	1	5,000	5,000			
				Office 365 Licensing	5	240	1,200			
14,108	33,584	25,500	7794-30	Software Maintenance & Rental Contracts - Fire				32,940	32,940	32,940

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2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			ESO - 100% RMS maint, 50% split with AMB for Personnel	1	9,000	9,000		
			Netmotion maintenance 25% - shared with PD, AMB	1	1,300	1,300		
			Central Square mobile/switch maint-65%, shared with AMB	1	6,000	6,000		
			Target training - 50% shared with AMB	1	4,100	4,100		
			Fire Inspection software maint	1	2,500	2,500		
			Cradlepoint maint	1	1,200	1,200		
			Office 365 Licensing	16	240	3,840		
			Lexipol policy software	1	5,000	5,000		
1,200	1,200	2,040	7794-35 Software Maintenance & Rental Contracts - Parks & Rec Administration			16,280	16,280	16,280
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Office 365 Licensing	1	240	240		
			WhenToWork software	1	600	600		
			Activenet annual maintenance	1	1,440	1,440		
			Activenet Mobile	1	14,000	14,000		
1,200	1,200	1,920	7794-40 Software Maintenance & Rental Contracts - Aquatic Center			2,640	2,640	2,640
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Office 365 Licensing	5	240	1,200		
			Activenet Annual Maintenance	1	1,440	1,440		
1,200	1,200	1,920	7794-45 Software Maintenance & Rental Contracts - Community Center			2,640	2,640	2,640
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Activenet annual maintenance	1	1,440	1,440		
			Office 365 Licensing	5	240	1,200		
1,200	1,200	1,440	7794-50 Software Maintenance & Rental Contracts - Kids on the Block			0	0	0
1,200	1,200	1,440	7794-55 Software Maintenance & Rental Contracts - Recreational Sports			1,680	1,680	1,680
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Activenet licensing	1	1,440	1,440		
			Office 365 Licensing	1	240	240		
1,200	1,200	1,920	7794-60 Software Maintenance & Rental Contracts - Senior Center			2,160	2,160	2,160
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Activenet annual maintenance	1	1,440	1,440		
			Office 365 Licensing	3	240	720		

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2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
5,331	5,469	6,660	7794-65	Software Maintenance & Rental Contracts - Park Maintenance				7,070	7,070	7,070
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
				ESRI 17% - shared with Bldg,Plan,Eng,Street,WWS	1	2,250	2,250			
				Hansen software 25% - shared with Street, Eng, WWS	1	3,700	3,700			
				Office 365 Licensing	3	240	720			
				Adobe Pro license	1	400	400			
0	1,397	4,800	7794-70	Software Maintenance & Rental Contracts - Library				5,760	5,760	5,760
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
				Office 365 Licensing	24	240	5,760			
8,831	8,969	9,920	7794-75	Software Maintenance & Rental Contracts - Streets				11,810	11,810	11,810
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
				ESRI 17% - shared with Bldg,Plan,Eng,Park Maint, WWS	1	2,250	2,250			
				Office 365 Licensing	4	240	960			
				Hansen software 25% - shared with Eng, Park Maint, WWS	1	3,700	3,700			
				Street Saver software	1	4,500	4,500			
				Adobe Pro license	1	400	400			
2,044	2,083	3,880	7794-80	Software Maintenance & Rental Contracts - Building				3,210	3,210	3,210
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
				ESRI software 17%-shared with Park Maint, Plan,Eng,Street,WWS	1	2,250	2,250			
				Office 365 Licensing	1	960	960			
20,419	24,664	28,150	7794-85	Software Maintenance & Rental Contracts - Wastewater Services				34,650	34,650	34,650
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
				ESRI 17% - shared with Bldg,Plan,Eng,Street,Park Maint	1	2,250	2,250			
				Hansen 25% - shared with Street, Park Maint, Eng	1	3,700	3,700			
				Office 365 Licensing	20	240	4,800			
				WWS-MP2 Maint Management software	1	2,800	2,800			
				Rockwell Control software	1	5,500	5,500			
				Wonderware software	1	5,500	5,500			
				Hach WIMS software	1	2,800	2,800			
				Win 911 software	1	800	800			
				Swift Comply FOG software	1	3,250	3,250			
				Cradlepoint maintenance	1	250	250			
				CUES software renewal	1	3,000	3,000			
16,736	12,446	26,570	7794-95	Software Maintenance & Rental Contracts - Ambulance				40,920	40,920	40,920

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2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			ESO Chart Maintenance	1	12,500	12,500		
			ESO Inventory Module	1	5,000	5,000		
			Netmotion maintenance 25% - shared with PD, FD	1	1,300	1,300		
			Central Square maint - 35%, shared with FD	1	3,000	3,000		
			ESP Personnel maintenance 50%, shared with FD	1	1,500	1,500		
			Target software maintenance 50%, shared with FD	1	4,100	4,100		
			Office 365 Licensing	18	240	4,320		
			Respond Billing maintenance	1	8,000	8,000		
			Cradlepoint maintenance	1	1,200	1,200		
7,704	66,407	3,000	7800-15 M & S Equipment - Information Systems			3,500	3,500	3,500
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			IS Workstation / Mobile upgrades	1	3,500	3,500		
27,641	27,312	17,000	7800-18 M & S Equipment - Hardware			21,000	21,000	21,000
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			UPS Replacements	2	2,000	4,000		
			NAS Replacement storage	1	3,000	3,000		
			Network Switch Replacements	4	2,500	10,000		
			Loaner Laptop Replacements	1	4,000	4,000		
0	0	0	7800-21 M & S Equipment - Software			0	0	0
0	0	0	7800-24 M & S Equipment - Inventory			0	0	0
			Spare inventory computer equipment for emergency replacements. Miscellaneous supplies; e.g., keyboards, mice, surge strips, tools, etc.					
0	0	0	7840 M & S Computer Charges			0	0	0
2,139	0	0	7840-02 M & S Computer Charges - City Manager's Office			2,500	2,500	2,500
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Replacement Surface	1	2,500	2,500		
3,870	2,877	0	7840-03 M & S Computer Charges - City Council			0	0	0
4,817	9,452	8,500	7840-05 M & S Computer Charges - Accounting			4,700	4,700	4,700
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Lexmark printer maintenance	1	300	300		
			RAM Upgrades	2	200	400		
			Scanner Replacement	1	1,000	1,000		
			Laptop replacement	1	3,000	3,000		

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2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
3,597	0	0	7840-08	M & S Computer Charges - Legal			6,200	6,200	6,200
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Mobile Replacement	1	3,000	3,000		
				Caselle license + renewal cost	1	3,200	3,200		
3,720	1,200	6,800	7840-10	M & S Computer Charges - Engineering			3,700	3,700	3,700
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Plotter maintenance	1	1,200	1,200		
				Large Monitors	5	500	2,500		
31,262	0	0	7840-12	M & S Computer Charges - Human Resources			6,000	6,000	6,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				New Mobile Computers	2	3,000	6,000		
0	0	0	7840-14	M & S Computer Charges - Planning Econ Development			6,000	6,000	6,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Mobile Computer / Licensing	1	6,000	6,000		
1,253	0	0	7840-15	M & S Computer Charges - Planning			0	0	0
0	0	0	7840-16	M & S Computer Charges - Planning Administration			0	0	0
0	3,787	0	7840-17	M & S Computer Charges - Planning Current			10,200	10,200	10,200
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Mobile Replacement	1	3,000	3,000		
				PC Laptops/Mobiles	5	1,600	7,200		
0	3,815	0	7840-18	M & S Computer Charges - Planning Long Range			7,200	7,200	7,200
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				PC Laptops/Mobiles	5	1,600	7,200		
0	311	0	7840-19	M & S Computer Charges - Planning Code Compliance			0	0	0
36,181	25,270	15,700	7840-20	M & S Computer Charges - Police			16,600	16,600	16,600
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Network Storage Device	1	3,000	3,000		
				MDT Repair	1	2,000	2,000		
				Zebra mobile printers	5	1,000	5,000		
				Desktop Replacements	3	1,200	3,600		
				Mobile Replacement	1	3,000	3,000		
3,517	10,822	0	7840-25	M & S Computer Charges - Municipal Court			6,000	6,000	6,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Mobile Replacements	2	3,000	6,000		

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2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
37,304	7,842	20,100	7840-30	M & S Computer Charges - Fire		8,000	8,000	8,000
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Mobile Replacements	2	2,500	5,000		
			Desktop Replacements	1	1,500	1,500		
			TV/Fire stick for main station	1	1,500	1,500		
31	31	12,000	7840-35	M & S Computer Charges - Parks & Rec Administration		0	0	0
3,846	2,490	3,500	7840-40	M & S Computer Charges - Aquatic Center		1,000	1,000	1,000
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Activenet Peripherals	1	1,000	1,000		
102	6,576	4,000	7840-45	M & S Computer Charges - Community Center		4,400	4,400	4,400
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Upstairs Printer	1	400	400		
			Activenet Peripherals	1	1,000	1,000		
			Mobile laptop	1	3,000	3,000		
0	0	0	7840-50	M & S Computer Charges - Kids on the Block		0	0	0
0	3,003	0	7840-55	M & S Computer Charges - Recreational Sports		0	0	0
4,294	1,784	0	7840-60	M & S Computer Charges - Senior Center		5,000	5,000	5,000
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Small Scanner	1	300	300		
			Datacard Printer	1	1,200	1,200		
			Activenet Peripherals	1	1,000	1,000		
			Mobile Laptop	1	2,500	2,500		
1,308	2,091	0	7840-65	M & S Computer Charges - Park Maintenance		9,200	9,200	9,200
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Desktop replacement	1	1,200	1,200		
			Display TV for conference room	1	500	500		
			Discovery network connection	1	1,500	1,500		
			Facilities tech/licensing	1	6,000	6,000		
20,530	14,982	12,000	7840-70	M & S Computer Charges - Library		15,200	15,200	15,200
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Scanner	1	1,000	1,000		
			Surface laptops	2	3,000	6,000		
			Desktops/Virtual Desktops	1	5,000	5,000		
			All in One Computers	2	1,600	3,200		

Budget Document Report

80 - INFORMATION SYSTEMS & SERVICES FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
2,480	2,127	0	7840-75	M & S Computer Charges - Street			4,100	4,100	4,100
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Desktop Replacement	1	1,200	1,200		
				Printers - Mechanic, Sign Shop	2	1,200	2,400		
				Display TV for conference room	1	500	500		
2,273	330	10,150	7840-80	M & S Computer Charges - Building			1,000	1,000	1,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Accela peripherals	1	1,000	1,000		
6,271	14,666	8,200	7840-85	M & S Computer Charges - WWS			6,800	6,800	6,800
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Desktop Replacements	2	1,200	2,400		
				Laptop Replacements	2	1,600	3,200		
				Printer Replacement	1	1,200	1,200		
0	0	0	7840-90	M & S Computer Charges - Sewer Maintenance			0	0	0
11,455	3,141	5,000	7840-95	M & S Computer Charges - Ambulance			3,500	3,500	3,500
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Desktop Replacement	1	1,500	1,500		
				R12 Peripherals	1	2,000	2,000		
5,509	5,605	8,000	8280	Data Communications			8,000	8,000	8,000
605,475	707,920	698,910	TOTAL MATERIALS AND SERVICES				851,580	851,580	851,580
CAPITAL OUTLAY									
29,549	0	40,000	8730-05	Equipment - Computers - Hardware			88,000	0	0
0	0	0	8730-10	Equipment - Computers - Software			0	0	0
0	0	0	8750	Capital Outlay Computer Charges			0	0	0
0	0	5,000	8750-10	Capital Outlay Computer Charges - Engineering			0	0	0
0	0	0	8750-14	Capital Outlay Computer Charges - Planning Econ Development			0	0	0
0	0	0	8750-15	Capital Outlay Computer Charges - Planning			0	0	0
0	0	0	8750-16	Capital Outlay Computer Charges - Planning Administration			0	0	0
0	0	0	8750-17	Capital Outlay Computer Charges - Planning Current			0	0	0
0	0	0	8750-18	Capital Outlay Computer Charges - Planning Long Range			0	0	0
0	0	0	8750-19	Capital Outlay Computer Charges - Planning Code Enforcement			0	0	0
37,430	51,161	0	8750-20	Capital Outlay Computer Charges - Police			70,000	0	0

Budget Document Report

80 - INFORMATION SYSTEMS & SERVICES FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
0	16,755	0	8750-30	Capital Outlay Computer Charges - Fire		0	0	0	
0	0	5,000	8750-65	Capital Outlay Computer Charges - Park Maintenance		0	0	0	
0	0	5,000	8750-75	Capital Outlay Computer Charges - Street		0	0	0	
0	0	0	8750-80	Capital Outlay Computer Charges - Building		0	0	0	
0	0	5,000	8750-85	Capital Outlay Computer Charges - Wastewater Services		0	0	0	
16,675	10,085	3,400	8750-95	Capital Outlay Computer Charges - Ambulance		24,000	0	0	
0	0	0	8750-97	Capital Outlay Computer Charges - ARPA Projects		80,000	80,000	80,000	
<div><div>Description</div><div>Units</div><div>Amt/Unit</div><div>Total</div></div>									
Firewall Upgrade180,00080,000									
0	0	0	8750-98	Capital Outlay Computer Charges - ERP		0	0	0	
83,654	78,001	63,400	TOTAL CAPITAL OUTLAY				262,000	80,000	80,000
CONTINGENCIES									
0	0	61,800	9800	Contingencies		75,000	75,000	75,000	
0	0	61,800	TOTAL CONTINGENCIES				75,000	75,000	75,000
ENDING FUND BALANCE									
15,075	15,075	15,075	9980-15	Designated End FB - Info Sys Fd - Financial System Reserve		15,075	15,075	15,075	
196,697	150,431	313,935	9999	Unappropriated Ending Fd Balance		68,317	68,317	68,317	
Undesignated carryover from proposed budget year to subsequent year, includes the excess (deficit) of revenues over (under) expenditures from proposed budget year operations									
211,772	165,506	329,010	TOTAL ENDING FUND BALANCE				83,392	83,392	83,392
1,403,948	1,452,561	1,698,359	TOTAL REQUIREMENTS				1,857,670	1,675,670	1,675,670

Budget Document Report

80 - INFORMATION SYSTEMS & SERVICES FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
1,403,948	1,452,561	1,714,310	TOTAL RESOURCES	1,857,670	1,675,670	1,675,670
1,403,948	1,452,561	1,698,359	TOTAL REQUIREMENTS	1,857,670	1,675,670	1,675,670

Budget Document Report

85 - INSURANCE SERVICES FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A		2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
RESOURCES								
BEGINNING FUND BALANCE								
1,794,009	1,465,769	922,845	4090	Beginning Fund Balance Estimated July 1 undesignated carryover from prior year	616,472	616,472	616,472	
1,794,009	1,465,769	922,845	TOTAL BEGINNING FUND BALANCE			616,472	616,472	616,472
CHARGES FOR SERVICES								
397,400	418,800	448,100	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.	506,550	506,550	506,550	
223,500	267,800	280,300	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.	312,380	312,380	312,380	
480,154	476,139	563,291	6070	Workers' Compensation Insurance Charges to payroll operating departments and funds for worker's compensation insurance coverage.	508,270	502,803	502,803	
1,101,054	1,162,739	1,291,691	TOTAL CHARGES FOR SERVICES			1,327,200	1,321,733	1,321,733
MISCELLANEOUS								
27,302	6,947	10,000	6310	Interest	6,000	6,000	6,000	
32,385	22,513	25,000	6510-05	Insurance Loss Reimbursement - Property	25,000	25,000	25,000	
0	0	5,000	6510-10	Insurance Loss Reimbursement - Parks	5,000	5,000	5,000	
26,638	6,467	22,000	6510-15	Insurance Loss Reimbursement - Automobile	22,000	22,000	22,000	
500	0	0	6600	Other Income	0	0	0	
78,994	82,897	77,500	6600-15	Other Income - City County Insurance Services Revenue from CIS multi-line credit	40,000	40,000	40,000	
165,818	118,824	139,500	TOTAL MISCELLANEOUS			98,000	98,000	98,000
3,060,881	2,747,331	2,354,036	TOTAL RESOURCES			2,041,672	2,036,205	2,036,205

Budget Document Report

85 - INSURANCE SERVICES FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A			2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
REQUIREMENTS								
MATERIALS AND SERVICES								
1,164	1,254	1,800	7750	Professional Services		0	0	0
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		1,700	1,700	1,700
580,616	646,583	728,400	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.		818,930	818,930	818,930
0	0	5,000	8330-18	Liability Aggregate Deductible - 2017 - 2018 Liability deductible year open with two open claim. 2017-18 fiscal year general liability deductible amount is \$50,000		0	0	0
1,073	7,599	25,000	8330-19	Liability Aggregate Deductible - 2018 - 2019 Liability deductible year open with three open claim. 2018-19 fiscal year general liability deductible amount is \$50,000		30,000	30,000	30,000
42,616	5,250	2,400	8330-20	Liability Aggregate Deductible - 2019 - 2020 2019-20 fiscal year general liability deductible amount is \$50,000		0	0	0
0	43,599	25,000	8330-21	Liability Aggregate Deductible - 2020 - 2021		40,000	40,000	40,000
0	0	50,000	8330-22	Liability Aggregate Deductible - 2021 - 2022		25,000	25,000	25,000
0	0	0	8330-23	Liability Aggregate Deductible - 2022 - 2023		50,000	50,000	50,000
115	40,680	0	8350-16	Workers' Compensation - 2015 - 2016 Retro Closed No open workers' compensation claims for this plan year		0	0	0
0	11,849	0	8350-17	Workers' Compensation - 2016 - 2017 Retro Closed No open workers' compensation claims for this plan year		0	0	0
425	12,377	0	8350-18	Workers' Compensation - 2017 - 2018 Retro Closed No open workers' compensation claims for this plan year		0	0	0
38,714	16,312	10,000	8350-19	Workers' Compensation - 2018 - 2019 Retro No open workers' compensation claims for this plan year		0	0	0
236,297	59,773	50,000	8350-20	Workers' Compensation - 2019 - 2020 Retro One open workers' compensation claims for this plan year.		5,000	5,000	5,000
0	206,870	100,000	8350-21	Workers' Compensation - 2020 - 2021 Retro		0	0	0
0	0	400,000	8350-22	Workers' Compensation - 2021 - 2022 Initial contribution paid to CIS for 2021-22 fiscal year.		0	0	0
0	0	0	8350-23	Workers' Compensation - 2022 - 2023 Initial contribution paid to CIS for 2022-23 fiscal year.		400,000	400,000	400,000
25,972	19,625	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

Budget Document Report

85 - INSURANCE SERVICES FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A				2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET	
0	7,194	5,000	8370-10	Property & Auto Damage Claims - Park Loss & Damage				5,000	5,000	5,000
5,473	7,159	22,000	8370-15	Property & Auto Damage Claims - Automobile Damage The City's automobile insurance carries a \$500 collision deductible and a \$250 comprehensive deductible.				22,000	22,000	22,000
932,464	1,086,125	1,449,600	TOTAL MATERIALS AND SERVICES				1,422,630	1,422,630	1,422,630	
CAPITAL OUTLAY										
22,600	0	0	8850-10	Vehicles - Replacement				0	0	0
22,600	0	0	TOTAL CAPITAL OUTLAY				0	0	0	
TRANSFERS OUT										
552,923	599,331	186,470	9700-01	Transfers Out - General Fund				212,351	208,884	208,884
			Description	Units	Amt/Unit	Total				
			Administration and Finance personnel services support.	1	80,658	80,658				
			Insurance Services Fund support of HR Manager position	1	128,226	128,226				
21,156	22,889	6,016	9700-20	Transfers Out - Street				6,473	6,473	6,473
			Description	Units	Amt/Unit	Total				
			Insurance Services Fund support of HR Manager position	1	6,473	6,473				
10,928	14,969	3,008	9700-70	Transfers Out - Building				3,236	3,236	3,236
			Description	Units	Amt/Unit	Total				
			Insurance Services Fund support of HR Manager position	1	3,236	3,236				
55,041	57,237	15,039	9700-75	Transfers Out - Wastewater Services				16,182	16,182	16,182
			Description	Units	Amt/Unit	Total				
			Insurance Services Fund support of HR Manager position	1	16,182	16,182				
640,048	694,426	210,533	TOTAL TRANSFERS OUT				238,242	234,775	234,775	
CONTINGENCIES										
0	0	241,907	9800	Contingencies				150,000	150,000	150,000
0	0	241,907	TOTAL CONTINGENCIES				150,000	150,000	150,000	

Budget Document Report

85 - INSURANCE SERVICES FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
ENDING FUND BALANCE						
1,465,769	966,780	451,996	9999 Unappropriated Ending Fd Balance	230,800	228,800	228,800
Undesignated carryover from proposed budget year to subsequent year, includes the excess (deficit) of revenues over (under) expenditures from proposed budget year operations						
1,465,769	966,780	451,996	TOTAL ENDING FUND BALANCE	230,800	228,800	228,800
3,060,881	2,747,331	2,354,036	TOTAL REQUIREMENTS	2,041,672	2,036,205	2,036,205

Budget Document Report

85 - INSURANCE SERVICES FUND

2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2023 PROPOSED BUDGET	2023 APPROVED BUDGET	2023 ADOPTED BUDGET
3,060,881	2,747,331	2,354,036	TOTAL RESOURCES	2,041,672	2,036,205	2,036,205
3,060,881	2,747,331	2,354,036	TOTAL REQUIREMENTS	2,041,672	2,036,205	2,036,205