

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES						
<u>BEGINNING FUND BALANCE</u>						
0	0	0	4001-01 Designated Begin FB-General Fd - Grants	0	0	0
711,883	786,091	825,000	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.	847,233	847,233	847,233
0	0	0	4001-90 Designated Begin FB-General Fd - Committed Estimate of committed funds that represent ARPA revenue replacement to be spent on projects as approved by Council in FY24 and beyond.	0	6,500,000	6,500,000
4,876,207	4,975,668	4,559,824	4090 Beginning Fund Balance Estimated July 1 undesignated carryover from the prior year.	5,443,120	5,485,120	5,485,120
5,588,091	5,761,758	5,384,824	<u>TOTAL BEGINNING FUND BALANCE</u>	6,290,353	12,832,353	12,832,353
5,588,091	5,761,758	5,384,824	<i>TOTAL RESOURCES</i>	6,290,353	12,832,353	12,832,353

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : 002 - CITY MANAGER'S OFFICE Program : N/A			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES								
<u>INTERGOVERNMENTAL</u>								
0	0	0	4546	American Rescue Plan		6,000	0	0
0	0	0	5029	McMinnville Fire District		0	149,276	149,276
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Admin personnel service alloc for support of new fire district	1	28,524	28,524	
				Admin new personnel - Clerk of the Board	1	120,752	120,752	
0	0	0	<u>TOTAL INTERGOVERNMENTAL</u>			6,000	149,276	149,276
<u>MISCELLANEOUS</u>								
0	0	0	6600	Other Income		0	0	0
0	0	0	<u>TOTAL MISCELLANEOUS</u>			0	0	0
0	0	0	<u>TOTAL RESOURCES</u>			6,000	149,276	149,276

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01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : 002 - CITY MANAGER'S OFFICE Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

1,772	-2,378	0	7000	Salaries & Wages	0	0	0
153,252	277,558	264,603	7000-05	Salaries & Wages - Regular Full Time City Manager - 1.00 FTE City Recorder - 0.20 FTE Communications & Engagement Manager - 1.00 FTE Management Support Specialist - Senior - Admin - 1.00 FTE Management Support Specialist - Admin - 0.20 FTE	300,015	368,780	368,780
0	0	0	7000-15	Salaries & Wages - Temporary	0	0	0
220	1,467	2,100	7000-20	Salaries & Wages - Overtime	500	500	500
325	0	0	7000-25	Salaries & Wages - City Employee Recognition	0	0	0
5,400	6,000	6,000	7000-30	Salaries & Wages - Auto Allowance City Manager's \$500 per month automobile allowance.	6,000	6,000	6,000
0	0	0	7000-37	Salaries & Wages - Medical Opt Out Incentive	480	480	480
1,105	-1,157	0	7300	Fringe Benefits	0	0	0
7,996	14,808	14,017	7300-05	Fringe Benefits - FICA - Social Security	16,159	20,319	20,319
2,409	4,211	4,164	7300-06	Fringe Benefits - FICA - Medicare	4,676	5,673	5,673
61,790	91,230	81,212	7300-15	Fringe Benefits - PERS - OPSRP - IAP	94,103	114,918	114,918
11,464	13,178	14,561	7300-18	Fringe Benefits - Retirement Benefit City Manager's deferred compensation contributions - 8% of salary.	15,527	15,527	15,527
19,650	41,284	45,746	7300-20	Fringe Benefits - Medical Insurance	46,640	69,078	69,078
2,850	6,400	6,200	7300-22	Fringe Benefits - VEBA Plan	6,200	9,200	9,200
113	170	132	7300-25	Fringe Benefits - Life Insurance	144	204	204
770	780	520	7300-30	Fringe Benefits - Long Term Disability	586	752	752
109	224	328	7300-35	Fringe Benefits - Workers' Compensation Insurance	338	414	414
21	45	74	7300-37	Fringe Benefits - Workers' Benefit Fund	56	79	79
0	0	0	7300-45	Fringe Benefits - Paid Family Leave City Share	1,126	1,378	1,378
269,248	453,820	439,657	TOTAL PERSONNEL SERVICES		492,550	613,302	613,302

MATERIALS AND SERVICES

0	319	1,000	7520	Public Notices & Printing	2,000	2,000	2,000
172	146	300	7540	Employee Events Costs shared city-wide for employee training, materials, and events.	500	500	500

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01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : 002 - CITY MANAGER'S OFFICE Program : <i>N/A</i>			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
1,191	6,484	5,000	7550	Travel & Education		6,000	6,000	6,000
				Professional association conferences, seminars, travel and meal costs, professional memberships, dues and subscriptions. Includes allowance for leadership training and development for City staff.				
1,400	1,590	1,800	7610-05	Insurance - Liability		3,740	3,740	3,740
905	917	1,200	7620	Telecommunications		3,000	3,000	3,000
191	824	800	7660	Materials & Supplies		2,000	2,000	2,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Misc materials & supplies	1	1,500	1,500	
				MailChimp	1	500	500	
174	1,518	1,000	7660-05	Materials & Supplies - Office Supplies		1,500	1,500	1,500
35	0	150	7660-15	Materials & Supplies - Postage		300	300	300
14,397	2,208	1,400	7750	Professional Services		1,400	1,400	1,400
0	0	3,560	7750-01	Professional Services - Audit & other city-wide prof svc		2,600	2,600	2,600
				Costs shared city-wide for Audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses				
2,143	4,466	5,146	7840	M & S Computer Charges		6,812	6,812	6,812
				I.S. Fund materials & supplies costs shared city-wide				
0	0	4,640	7840-02	M & S Computer Charges - City Manager's Office		3,500	3,500	3,500
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Adobe Creative Cloud / Indesign Renewals	1	1,700	1,700	
				New Monitors	3	250	750	
				Office 365 Licensing (4)	1	1,050	1,050	
49,785	50,965	54,000	8000	City Memberships		55,517	55,517	55,517
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Mid-Willamette Valley of Council of Govs	1	21,400	21,400	
				League of Oregon Cities	1	29,022	29,022	
				International City/County Management Assoc	1	1,200	1,200	
				McMinnville Area Chamber of Commerce	1	750	750	
				International Institute of Municipal Clerks	1	215	215	
				Rotary Club of McMinnville	1	500	500	
				Oregon City/County Management Association	1	385	385	
				Engaging Local Govt Leaders	1	370	370	
				Oregon Assoc of Municipal Recorders	1	75	75	
				Professional Associations	1	1,000	1,000	
				International Association for Public Participation (IAP2)	1	600	600	
70,392	69,437	79,996	TOTAL MATERIALS AND SERVICES			88,869	88,869	88,869

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : 002 - CITY MANAGER'S OFFICE Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
<u>CAPITAL OUTLAY</u>						
0	416	0	8750 Capital Outlay Computer Charges I.S. Fund capital outlay costs shared city-wide	1,826	1,826	1,826
0	416	0	<u>TOTAL CAPITAL OUTLAY</u>	1,826	1,826	1,826
339,641	523,674	519,653	<u>TOTAL REQUIREMENTS</u>	583,245	703,997	703,997

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET		Department : 01 - ADMINISTRATION Section : 003 - CITY HALL & CITY PROPERTY Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES							
<u>INTERGOVERNMENTAL</u>							
0	14,413	15,000	4546	American Rescue Plan	0	0	0
0	14,413	15,000		TOTAL INTERGOVERNMENTAL	0	0	0
<u>CHARGES FOR SERVICES</u>							
12,708	2,118	0	5400-02	Property Rentals - The Nelson House	0	0	0
12,708	2,118	0		TOTAL CHARGES FOR SERVICES	0	0	0
12,708	16,531	15,000		TOTAL RESOURCES	0	0	0

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : 003 - CITY HALL & CITY PROPERTY Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
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REQUIREMENTS

MATERIALS AND SERVICES

0	0	0	7515	City Services Charge expense		1,390	1,390	1,390
12,218	13,791	18,000	7600	Utilities		18,000	18,000	18,000
				For City Hall, Civic Hall and rental building				
0	0	0	7600-04	Utilities - Water		0	0	0
1,000	923	1,040	7610-05	Insurance - Liability		1,200	1,200	1,200
12,500	11,706	13,230	7610-10	Insurance - Property		15,460	15,460	15,460
5,588	4,969	6,050	7620	Telecommunications		7,000	7,000	7,000
10,244	10,736	10,500	7650-10	Janitorial - Services		11,500	11,500	11,500
3,950	3,486	2,500	7650-15	Janitorial - Supplies		2,500	2,500	2,500
786	18	150	7660	Materials & Supplies		150	150	150
0	0	500	7720-06	Repairs & Maintenance - Equipment		500	500	500
7,323	3,015	10,000	7720-08	Repairs & Maintenance - Building Repairs		26,000	26,000	26,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Repairs and maintenance projects for City Hall and Civic Hall	1	11,000	11,000	
				Civic Hall door repairs	1	15,000	15,000	
3,739	4,816	5,000	7720-10	Repairs & Maintenance - Building Maintenance		5,500	5,500	5,500
40	1,604	5,000	7720-12	Repairs & Maintenance - Grounds		5,000	5,000	5,000
20,304	21,791	21,020	7720-34	Repairs & Maintenance - Parking Structure & Lots		24,010	24,010	24,010
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Liability insurance premiums	1	3,420	3,420	
				Property insurance premiums	1	4,590	4,590	
				Miscellaneous repairs	1	4,000	4,000	
				Flower basket program	1	6,500	6,500	
				Lighting	1	5,500	5,500	
6,319	5,262	1,780	7740-05	Rental Property Repair & Maint - Building		7,290	7,290	7,290
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Liability insurance premiums	1	290	290	
				Property insurance premiums	1	2,000	2,000	
				Miscellaneous repairs	1	5,000	5,000	
781	680	0	7750	Professional Services		1,000	1,000	1,000
				Document shredding services				

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01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : 003 - CITY HALL & CITY PROPERTY Program : N/A			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
6,900	8,303	11,000	7780-17	Contract Services - Parking Structure & Lots		12,500	12,500	12,500
26,514	24,840	26,200	7790	Maintenance & Rental Contracts Security system, floor mat cleaning, heating system maintenance, pest control, copier lease, postage machine lease		28,000	28,000	28,000
5,400	5,400	5,400	7790-05	Maintenance & Rental Contracts - Water & Light Fiber Net		6,000	6,000	6,000
0	0	0	7800	M & S Equipment		0	0	0
123,604	121,341	137,370	<u>TOTAL MATERIALS AND SERVICES</u>			173,000	173,000	173,000
<u>CAPITAL OUTLAY</u>								
0	0	0	8710	Equipment		0	0	0
0	14,413	0	8800	Building Improvements Replace City Hall hydraulic piping insulation		24,000	24,000	24,000
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Replace City Hall hydraulic piping insulation	1	11,000	11,000		
			Restore windows, south side, 2nd level	1	13,000	13,000		
0	14,413	0	<u>TOTAL CAPITAL OUTLAY</u>			24,000	24,000	24,000
123,604	135,754	137,370	<u>TOTAL REQUIREMENTS</u>			197,000	197,000	197,000

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : 005 - MAYOR & CITY COUNCIL Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

47,786	42,399	63,498	7000-05 Salaries & Wages - Regular Full Time City Recorder - 0.80 FTE	73,762	73,762	73,762
0	0	0	7000-15 Salaries & Wages - Temporary	0	0	0
882	1,830	900	7000-20 Salaries & Wages - Overtime	2,000	2,000	2,000
300	0	0	7000-30 Salaries & Wages - Auto Allowance	0	0	0
2,859	2,645	3,896	7300-05 Fringe Benefits - FICA - Social Security	4,584	4,584	4,584
699	618	934	7300-06 Fringe Benefits - FICA - Medicare	1,099	1,099	1,099
14,046	12,359	18,710	7300-15 Fringe Benefits - PERS - OPSRP - IAP	22,935	22,935	22,935
637	0	0	7300-18 Fringe Benefits - Retirement Benefit	0	0	0
5,336	4,454	6,154	7300-20 Fringe Benefits - Medical Insurance	6,244	6,244	6,244
750	600	800	7300-22 Fringe Benefits - VEBA Plan	800	800	800
70	48	48	7300-25 Fringe Benefits - Life Insurance	48	48	48
270	163	142	7300-30 Fringe Benefits - Long Term Disability	156	156	156
48	38	77	7300-35 Fringe Benefits - Workers' Compensation Insurance	83	83	83
13	12	18	7300-37 Fringe Benefits - Workers' Benefit Fund	18	18	18
0	0	0	7300-45 Fringe Benefits - Paid Family Leave City Share	270	270	270
291	0	500	7400-10 Fringe Benefits - Volunteers - Workers' Compensation Insurance	500	500	500
73,987	65,166	95,677	TOTAL PERSONNEL SERVICES	112,499	112,499	112,499

MATERIALS AND SERVICES

1,903	0	1,500	7520 Public Notices & Printing	2,000	2,000	2,000
432	432	500	7620 Telecommunications	5,000	5,000	5,000
152	28	200	7660 Materials & Supplies	500	500	500
1,479	1,565	800	7660-05 Materials & Supplies - Office Supplies	800	800	800
21	0	150	7660-15 Materials & Supplies - Postage	150	150	150
2,247	5,027	15,000	7750 Professional Services Budget Note: Increased due to contract expenses for City Council; such as: goal setting, backlog minutes transcription services.	30,000	30,000	30,000
0	0	30	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

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : 005 - MAYOR & CITY COUNCIL Program : N/A			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
11,485	0	10,000	7750-06	Professional Services - Community Outreach		0	40,000	40,000
				City Council's public communication efforts				
13,393	15,528	18,377	7840	M & S Computer Charges		18,423	18,423	18,423
				I.S. Fund materials & supplies costs shared city-wide				
2,877	2,749	1,800	7840-03	M & S Computer Charges - City Council		4,800	4,800	4,800
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Replace Presentation Laptop	1	1,500	1,500	
				Replace Control iPads (2)	2	600	1,200	
				New Monitor	1	250	250	
				Office 365 Licensing (7)	1	1,850	1,850	
9,305	14,474	18,000	8005	Mayor/City Council Expenses		25,000	25,000	25,000
				Including Mayor/City Council events like State of the City, Community Fair, etc. Increase is consistent with pre-Covid expenses.				
26,355	0	10,000	8016	Affordable Housing		0	0	0
69,649	39,803	76,357	<u>TOTAL MATERIALS AND SERVICES</u>			86,773	126,773	126,773
			<u>CAPITAL OUTLAY</u>					
0	1,448	0	8750	Capital Outlay Computer Charges		4,939	4,939	4,939
				I.S. Fund capital outlay costs shared city-wide				
0	1,448	0	<u>TOTAL CAPITAL OUTLAY</u>			4,939	4,939	4,939
143,637	106,417	172,034	<u>TOTAL REQUIREMENTS</u>			204,211	244,211	244,211

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : 008 - LEGAL Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES						
<u>MISCELLANEOUS</u>						
0	0	0	6600 Other Income	0	0	0
0	0	0	<u>TOTAL MISCELLANEOUS</u>	0	0	0
0	0	0	<i>TOTAL RESOURCES</i>	0	0	0

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01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : 008 - LEGAL Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

121,827	132,282	156,790	7000-05 Salaries & Wages - Regular Full Time City Attorney - 1.00 FTE (Anticipating start date of 10/1/2023)	122,803	122,803	122,803
28,600	32,472	38,868	7000-10 Salaries & Wages - Regular Part Time Management Support Specialist - Senior - Legal - 0.50 FTE (Anticipating start date of 1/1/2024)	17,191	17,191	17,191
6,090	3,840	3,456	7000-15 Salaries & Wages - Temporary	0	0	0
0	0	0	7000-20 Salaries & Wages - Overtime	0	0	0
0	0	0	7000-37 Salaries & Wages - Medical Opt Out Incentive	0	0	0
9,554	10,323	11,455	7300-05 Fringe Benefits - FICA - Social Security	8,470	8,470	8,470
2,234	2,414	2,887	7300-06 Fringe Benefits - FICA - Medicare	2,030	2,030	2,030
40,643	43,740	57,227	7300-15 Fringe Benefits - PERS - OPSRP - IAP	42,375	42,375	42,375
21,847	18,895	25,470	7300-20 Fringe Benefits - Medical Insurance	20,800	20,800	20,800
4,500	1,500	1,500	7300-22 Fringe Benefits - VEBA Plan	4,000	4,000	4,000
198	135	120	7300-25 Fringe Benefits - Life Insurance	75	75	75
953	568	444	7300-30 Fringe Benefits - Long Term Disability	370	370	370
198	197	239	7300-35 Fringe Benefits - Workers' Compensation Insurance	154	154	154
31	29	37	7300-37 Fringe Benefits - Workers' Benefit Fund	23	23	23
2,268	0	0	7300-40 Fringe Benefits - Unemployment	0	0	0
0	0	0	7300-45 Fringe Benefits - Paid Family Leave City Share	616	616	616
238,944	246,395	298,493	TOTAL PERSONNEL SERVICES	218,907	218,907	218,907

MATERIALS AND SERVICES

317	202	300	7540 Employee Events Costs shared city-wide for employee training, materials, and events.	300	300	300
2,646	6,428	6,000	7545 Subscriptions Westlaw legal research subscriptions.	1,500	1,500	1,500
2,355	660	7,700	7550 Travel & Education Professional association conferences, seminars, and workshops including travel and meal costs, professional memberships, dues, professional reference materials for the City Attorney.	1,000	1,000	1,000
2,500	2,348	2,650	7610-05 Insurance - Liability	4,990	4,990	4,990
1,359	1,795	1,300	7620 Telecommunications	1,300	1,300	1,300

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01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : 008 - LEGAL Program : N/A			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
472	500	500	7660-05	Materials & Supplies - Office Supplies		500	500	500
29	112	150	7660-15	Materials & Supplies - Postage		150	150	150
5,509	32,176	20,000	7750	Professional Services Provide City Attorney with legal assistance on projects other than city prosecutorial 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		500	500	500
107,656	141,533	184,000	7750-09	Professional Services - Legal Provide City Attorney with legal assistance on projects other than city prosecutorial services.		86,000	86,000	86,000
0	0	0	7750-18	Professional Services - Contract Prosecutor Contract city prosecutor services to provide City Attorney with assistance.		104,000	104,000	104,000
3,750	3,828	4,411	7840	M & S Computer Charges I.S. Fund materials & supplies costs shared city-wide		3,028	3,028	3,028
0	0	6,920	7840-08	M & S Computer Charges - Legal		530	530	530
			<u>Description</u>		<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
			Office 365 Licensing (2)		1	530	530	
126,593	189,583	233,931	<u>TOTAL MATERIALS AND SERVICES</u>			223,798	223,798	223,798
<u>CAPITAL OUTLAY</u>								
0	357	0	8750	Capital Outlay Computer Charges I.S. Fund capital outlay costs shared city-wide		812	812	812
0	357	0	<u>TOTAL CAPITAL OUTLAY</u>			812	812	812
365,536	436,335	532,424	<u>TOTAL REQUIREMENTS</u>			443,517	443,517	443,517

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01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : 011 - COMMUNITY SERVICES Program : N/A		2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES							
<u>INTERGOVERNMENTAL</u>							
0	0	80,000	4546	American Rescue Plan	57,000	0	0
0	0	80,000		<u>TOTAL INTERGOVERNMENTAL</u>	57,000	0	0
<u>MISCELLANEOUS</u>							
1,180	0	0	6405	Donations - Administration	0	0	0
0	0	0	6490	Donations - Public Art Public donations for the Public Art Program	0	0	0
0	0	10,000	6490-10	Donations - Public Art - Dedicated Public donations for specific pieces of artwork for the Public Art Program	16,500	16,500	16,500
1,180	0	10,000		<u>TOTAL MISCELLANEOUS</u>	16,500	16,500	16,500
1,180	0	90,000		<u>TOTAL RESOURCES</u>	73,500	16,500	16,500

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : 011 - COMMUNITY SERVICES Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

0	0	0	7000-15	Salaries & Wages - Temporary	0	0	0
0	0	0	7000-37	Salaries & Wages - Medical Opt Out Incentive	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	7300-35	Fringe Benefits - Workers' Compensation Insurance	0	0	0
0	0	0	7300-37	Fringe Benefits - Workers' Benefit Fund	0	0	0
0	0	0	7300-45	Fringe Benefits - Paid Family Leave City Share	0	0	0
0	0	0	TOTAL PERSONNEL SERVICES		0	0	0

MATERIALS AND SERVICES

0	0	0	7710	Materials & Supplies - Grants	20,000	20,000	20,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
				ARPA: DEI Implementation	1	10,000	10,000
				ARPA: Cultural Competent Communication	1	10,000	10,000
200	0	2,000	7720-03	Repairs & Maintenance - Public Art	2,000	2,000	2,000
0	0	0	7750	Professional Services	2,000	2,000	2,000
				Photographer services for city website			
0	0	80,000	7750-04	Professional Services - Grants	37,000	37,000	37,000
				ARPA - DEI Implementation Training			
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
				ARPA Translation services key documents	1	22,000	22,000
				ARPA - DEI Implementation Training	1	15,000	15,000
13,129	37,716	14,000	8010	Holiday Lighting	38,600	38,600	38,600
				City contribution to community-wide Holiday Lighting Program, a public/private partnership, and monthly electrical charges for 3rd Street kiosks.			
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
				3rd Street Kiosks	12	300	3,600
				Winter lights Sequoia tree, City Hall, Civic Center	1	15,000	15,000
				City Banners	5	4,000	20,000

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : 011 - COMMUNITY SERVICES Program : N/A			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
1,613	5,885	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.				
0	0	0	8012-10	M&S Downtown Public Art Program - Donations - Dedicated		16,500	16,500	16,500
				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		12,000	12,000	12,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Community engagement	1	5,000	5,000	
				General printing - community communications	1	7,000	7,000	
15,180	14,000	14,000	8020	McMinnville Downtown Association		14,000	14,000	14,000
				City's contribution to the McMinnville Downtown Association in-lieu of a Downtown Economic Improvement District assessment.				
22,500	22,500	25,000	8025	Yamhill Co - YCTA		26,250	26,250	26,250
				Public transportation program support with 5% increase				
83,768	92,208	93,000	8060	Economic Development		93,000	93,000	93,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				McMinnville Economic Development Partnership	1	75,000	75,000	
				Bypass lobbying	1	18,000	18,000	
136,391	172,308	238,000	TOTAL MATERIALS AND SERVICES			271,350	271,350	271,350
			CAPITAL OUTLAY					
0	0	0	8712-10	Capital Outlay Downtown Public Art Program - Donations - Dedicated		0	0	0
0	0	0	TOTAL CAPITAL OUTLAY			0	0	0
136,391	172,308	238,000	TOTAL REQUIREMENTS			271,350	271,350	271,350

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : 012 - HUMAN RESOURCES Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES						
INTERGOVERNMENTAL						
0	0	0	5029 McMinnville Fire District Personnel service allocation for support of new fire district.	0	55,726	55,726
0	0	0	<u>TOTAL INTERGOVERNMENTAL</u>	0	55,726	55,726
0	0	0	TOTAL RESOURCES	0	55,726	55,726

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : 012 - HUMAN RESOURCES Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

113,730	98,401	152,106	7000-05 Salaries & Wages - Regular Full Time Human Resources Manager - 1.00 FTE Human Resources Generalist - 1.00 FTE (Anticipated start date of 1/1/2024) Management Support Specialist - 0.80 FTE	171,054	212,924	212,924
0	0	0	7000-10 Salaries & Wages - Regular Part Time	0	0	0
4,115	0	4,800	7000-15 Salaries & Wages - Temporary	0	0	0
367	0	0	7000-20 Salaries & Wages - Overtime	0	0	0
0	0	0	7000-25 Salaries & Wages - City Employee Recognition	0	0	0
300	0	0	7000-30 Salaries & Wages - Auto Allowance	0	0	0
0	0	0	7000-37 Salaries & Wages - Medical Opt Out Incentive	1,920	1,920	1,920
7,021	5,865	9,492	7300-05 Fringe Benefits - FICA - Social Security	10,465	12,998	12,998
1,672	1,372	2,275	7300-06 Fringe Benefits - FICA - Medicare	2,508	3,115	3,115
32,156	27,222	44,727	7300-15 Fringe Benefits - PERS - OPSRP - IAP	52,361	65,035	65,035
637	0	0	7300-18 Fringe Benefits - Retirement Benefit	0	0	0
18,478	15,140	39,170	7300-20 Fringe Benefits - Medical Insurance	22,780	34,066	34,066
900	500	3,500	7300-22 Fringe Benefits - VEBA Plan	750	750	750
140	75	120	7300-25 Fringe Benefits - Life Insurance	108	138	138
648	338	236	7300-30 Fringe Benefits - Long Term Disability	396	496	496
137	78	189	7300-35 Fringe Benefits - Workers' Compensation Insurance	190	236	236
29	19	73	7300-37 Fringe Benefits - Workers' Benefit Fund	41	52	52
648	0	0	7300-40 Fringe Benefits - Unemployment	0	0	0
0	0	0	7300-45 Fringe Benefits - Paid Family Leave City Share	635	819	819
180,977	149,010	256,688	TOTAL PERSONNEL SERVICES	263,208	332,549	332,549

MATERIALS AND SERVICES

225	0	0	7520 Public Notices & Printing Recruitment Advertising	6,200	6,200	6,200
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			General recruitment advertising costs	1	1,200	1,200
			ARPA diversity recruitment costs	1	5,000	5,000

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : 012 - HUMAN RESOURCES Program : N/A			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
0	0	500	7530	Training		500	500	500
				Local trainings and webinars				
0	0	0	7540	Employee Events		400	400	400
1,744	219	8,000	7550	Travel & Education		10,000	10,000	10,000
				Professional association conferences, seminars and workshops including travel and meal costs, professional memberships, dues, subscriptions, and reference materials.				
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				NPELRA Conference	1	3,000	3,000	
				NEOGOV Conference	2	2,500	5,000	
				Memberships	1	2,000	2,000	
0	271	2,500	7579	Employee Recognition		2,500	2,500	2,500
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Safety Committee Hazard Program	1	1,000	1,000	
				Health and Wellness Fair	1	1,500	1,500	
449	444	800	7620	Telecommunications		800	800	800
541	960	1,000	7660	Materials & Supplies		1,000	1,000	1,000
9	235	500	7660-05	Materials & Supplies - Office Supplies		1,000	1,000	1,000
21	0	200	7660-15	Materials & Supplies - Postage		200	200	200
29,845	6,271	7,500	7750	Professional Services		10,000	10,000	10,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Gallagher Classification Support	1	5,000	5,000	
				Legal Support	1	5,000	5,000	
0	0	60	7750-01	Professional Services - Audit & other city-wide prof svc		100	100	100
				Costs shared city-wide for Audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses				
1,071	1,914	4,411	7840	M & S Computer Charges		4,541	4,541	4,541
				I.S. Fund materials & supplies costs shared city-wide				
0	0	24,720	7840-12	M & S Computer Charges - Human Resources		930	4,430	4,430
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Adobe Pro Licensing	2	200	400	
				Office 365 Licensing (2)	1	530	530	
				Computer/monitor/tech - new position	1	3,500	3,500	
33,906	10,314	50,191	TOTAL MATERIALS AND SERVICES			38,171	41,671	41,671
CAPITAL OUTLAY								
0	178	0	8750	Capital Outlay Computer Charges		1,218	1,218	1,218
				I.S. Fund capital outlay costs shared city-wide				

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : 012 - HUMAN RESOURCES Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
0	178	0	TOTAL CAPITAL OUTLAY	1,218	1,218	1,218
214,883	159,502	306,879	TOTAL REQUIREMENTS	302,597	375,438	375,438

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 03 - FINANCE Section : 013 - ACCOUNTING Program : N/A			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES								
INTERGOVERNMENTAL								
0	21,584	158,304	4546	American Rescue Plan		157,938	0	0
0	0	0	5029	McMinnville Fire District		0	159,746	159,746
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Finance personnel service alloc for support of new fire district	1	159,746	159,746	
0	21,584	158,304	TOTAL INTERGOVERNMENTAL			157,938	159,746	159,746
CHARGES FOR SERVICES								
27,234	26,932	25,000	5310	On-Line Lien Search Fees		23,100	23,100	23,100
				Net Assets on-line lien search program allows title companies to check any property for City liens. Title companies are billed \$33 per lien search; City pays \$15 per search through expenditure account 7750-27, Professional Services-Net Assets.				
27,234	26,932	25,000	TOTAL CHARGES FOR SERVICES			23,100	23,100	23,100
MISCELLANEOUS								
1	46	0	6600-94	Other Income - Finance		0	0	0
				Miscellaneous Finance Department collections.				
1	46	0	TOTAL MISCELLANEOUS			0	0	0
27,234	48,562	183,304	TOTAL RESOURCES			181,038	182,846	182,846

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 03 - FINANCE Section : 013 - ACCOUNTING Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

-845	4,364	0	7000	Salaries & Wages	0	0	0
345,258	392,401	542,392	7000-05	Salaries & Wages - Regular Full Time	583,111	659,114	659,114
				Finance Director - 0.95 FTE			
				Financial Services Administrator - 1.00 FTE			
				Financial Services Analyst - 1.00 FTE			
				Financial Services Analyst - Payroll - 1.00 FTE			
				Financial Services Specialist II - 1.00 FTE (Fire Dist stand up)			
				Financial Services Specialist - 1.00 FTE			
				Grant Program Manager (ARPA) - 1.00 FTE			
1,196	0	0	7000-15	Salaries & Wages - Temporary	0	0	0
818	3,953	5,000	7000-20	Salaries & Wages - Overtime	3,000	3,000	3,000
700	900	0	7000-37	Salaries & Wages - Medical Opt Out Incentive	2,400	2,400	2,400
-222	1,551	0	7300	Fringe Benefits	0	0	0
20,927	23,931	33,116	7300-05	Fringe Benefits - FICA - Social Security	35,604	40,202	40,202
4,894	5,597	7,938	7300-06	Fringe Benefits - FICA - Medicare	8,534	9,636	9,636
100,675	115,277	165,392	7300-15	Fringe Benefits - PERS - OPSRP - IAP	190,342	213,348	213,348
77,973	82,691	120,704	7300-20	Fringe Benefits - Medical Insurance	81,338	103,776	103,776
8,638	9,138	13,675	7300-22	Fringe Benefits - VEBA Plan	7,712	10,712	10,712
524	384	354	7300-25	Fringe Benefits - Life Insurance	357	417	417
1,975	1,351	1,004	7300-30	Fringe Benefits - Long Term Disability	1,342	1,524	1,524
330	328	657	7300-35	Fringe Benefits - Workers' Compensation Insurance	646	730	730
95	88	136	7300-37	Fringe Benefits - Workers' Benefit Fund	137	160	160
0	0	0	7300-45	Fringe Benefits - Paid Family Leave City Share	2,151	2,430	2,430
562,937	641,952	890,368	TOTAL PERSONNEL SERVICES		916,674	1,047,449	1,047,449

MATERIALS AND SERVICES

0	0	0	7500	Credit Card Fees	0	0	0
0	0	0	7514	Fines & Penalties	0	0	0
1,978	2,219	2,000	7520	Public Notices & Printing	8,000	8,000	8,000
612	354	500	7540	Employee Events	900	900	900
				Costs shared city-wide for employee training, materials, and events.			

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 03 - FINANCE Section : 013 - ACCOUNTING Program : N/A			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
8,913	12,896	17,000	7550	Travel & Education	Professional association dues, subscriptions, staff training, continuing professional education, software provider conference, etc.	22,000	25,500	25,500
				<u>Description</u>		<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
				Finance travel & education		1	22,000	22,000
				Finance travel & education - new fire district stand-up		1	3,500	3,500
4,000	4,539	5,130	7610-05	Insurance - Liability			7,360	7,360
3,334	3,128	3,500	7620	Telecommunications			3,800	4,450
				<u>Description</u>		<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
				Telecommunications		1	3,800	3,800
				Addition of new phone line for stand-up of new fire district		1	650	650
5,468	7,011	5,000	7660-05	Materials & Supplies - Office Supplies			5,150	6,650
				<u>Description</u>		<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
				Office Supplies		1	5,150	5,150
				Additional office supplies for stand-up of new fire district		1	1,500	1,500
-831	-659	500	7660-10	Materials & Supplies - Office Supplies Inventory			500	500
4,119	4,821	2,000	7660-15	Materials & Supplies - Postage			8,000	8,000
0	194	0	7710	Materials & Supplies - Grants			0	0
0	0	0	7720-06	Repairs & Maintenance - Equipment			0	0
2,423	37,327	15,000	7750	Professional Services			5,000	5,000
0	0	1,280	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		2,900	2,900
2,216	1,677	2,500	7750-24	Professional Services - Audit			0	0
13,056	10,860	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 \$33 per lien search; revenue recorded in account 5310, On-Line Lien Search Fees. City pays Net Assets \$15 per lien search.		10,500	10,500
2,306	2,500	0	7750-57	Professional Services - Financing Administration			0	0
2,261	2,403	2,000	7790	Maintenance & Rental Contracts	Printer / scanner / copier lease and per page cost.		3,100	3,100
0	0	0	7800-03	M & S Equipment - Office			0	0
8,572	10,207	10,291	7840	M & S Computer Charges	I.S. Fund materials & supplies costs shared city-wide		10,596	10,596
6,586	12,875	12,400	7840-05	M & S Computer Charges - Accounting			9,550	9,550

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 03 - FINANCE Section : 013 - ACCOUNTING Program : N/A			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Printer Maintenance - Lexmark	1	300	300		
			Adobe Pro Licensing (5)	5	200	1,000		
			Adobe InDesign	1	400	400		
			Replacement Scanner	1	1,000	1,000		
			Office 365 Licensing (7)	1	1,850	1,850		
			DebtBook Renewal	1	5,000	5,000		
65,013	112,351	91,101	<u>TOTAL MATERIALS AND SERVICES</u>			97,356	103,006	103,006
			<u>CAPITAL OUTLAY</u>					
0	952	0	8750	Capital Outlay Computer Charges		2,841	2,841	2,841
			I.S. Fund capital outlay costs shared city-wide					
0	952	0	<u>TOTAL CAPITAL OUTLAY</u>			2,841	2,841	2,841
627,950	755,255	981,469	<u>TOTAL REQUIREMENTS</u>			1,016,871	1,153,296	1,153,296

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 05 - ENGINEERING Section : N/A Program : N/A		2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES							
<u>INTERGOVERNMENTAL</u>							
0	0	0	4546	American Rescue Plan	600,000	0	0
0	0	0	TOTAL INTERGOVERNMENTAL		600,000	0	0
<u>CHARGES FOR SERVICES</u>							
200,811	180,440	150,000	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.	50,000	50,000	50,000
200,811	180,440	150,000	TOTAL CHARGES FOR SERVICES		50,000	50,000	50,000
<u>MISCELLANEOUS</u>							
1,267	2,402	1,000	6600-96	Other Income - Engineering	1,000	1,000	1,000
1,267	2,402	1,000	TOTAL MISCELLANEOUS		1,000	1,000	1,000
<u>TRANSFERS IN</u>							
0	0	0	6900-58	Transfers In - Urban Renewal	0	0	0
0	0	0	TOTAL TRANSFERS IN		0	0	0
202,078	182,842	151,000	TOTAL RESOURCES		651,000	51,000	51,000

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 05 - ENGINEERING Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

-3,853	1,811	0	7000	Salaries & Wages	0	0	0
484,468	424,844	656,635	7000-05	Salaries & Wages - Regular Full Time Public Works Director - 1.00 FTE City Engineer - 1.00 FTE Project Engineer - 1.00 FTE GIS/CAD Specialist - 1.00 FTE Engineering Technician - 2.00 FTE Development Customer Service Technician - Combined Depts - 0.33 FTE	624,852	624,852	624,852
17,821	0	0	7000-10	Salaries & Wages - Regular Part Time	0	0	0
5,542	4,358	12,350	7000-15	Salaries & Wages - Temporary Extra Help - Engineering - 0.33 FTE	14,124	14,124	14,124
698	1,220	0	7000-20	Salaries & Wages - Overtime	5,000	5,000	5,000
5,005	0	0	7000-30	Salaries & Wages - Auto Allowance	0	0	0
600	1,850	1,200	7000-37	Salaries & Wages - Medical Opt Out Incentive	1,200	1,200	1,200
-2,667	-86	0	7300	Fringe Benefits	0	0	0
30,212	26,312	40,469	7300-05	Fringe Benefits - FICA - Social Security	39,031	39,031	39,031
7,249	6,154	9,718	7300-06	Fringe Benefits - FICA - Medicare	9,354	9,354	9,354
141,640	123,440	204,083	7300-15	Fringe Benefits - PERS - OPSRP - IAP	192,584	192,584	192,584
106,479	59,110	121,036	7300-20	Fringe Benefits - Medical Insurance	89,384	89,384	89,384
15,000	9,330	18,640	7300-22	Fringe Benefits - VEBA Plan	10,580	10,580	10,580
612	391	400	7300-25	Fringe Benefits - Life Insurance	380	380	380
2,509	1,474	1,124	7300-30	Fringe Benefits - Long Term Disability	1,444	1,444	1,444
7,738	7,163	8,680	7300-35	Fringe Benefits - Workers' Compensation Insurance	7,970	7,970	7,970
114	101	194	7300-37	Fringe Benefits - Workers' Benefit Fund	153	153	153
0	0	0	7300-45	Fringe Benefits - Paid Family Leave City Share	2,351	2,351	2,351
819,167	667,471	1,074,529	TOTAL PERSONNEL SERVICES		998,407	998,407	998,407

MATERIALS AND SERVICES

0	0	0	7515	City Services Charge expense	100	100	100
657	657	800	7540	Employee Events Costs shared city-wide for employee training, materials, and events.	1,000	1,000	1,000

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 05 - ENGINEERING Section : N/A Program : N/A			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
5,879	1,635	10,000	7550	Travel & Education		10,000	10,000	10,000
				Memberships in professional organizations, registrations for conferences and seminars, City reimbursed continuing education, and reference materials.				
1,728	1,869	5,000	7590	Fuel - Vehicle & Equipment		3,000	3,000	3,000
3,710	3,970	4,600	7600	Utilities		5,000	5,000	5,000
				Department's share of Community Development Center's electricity expense, ~38%.				
0	0	0	7600-04	Utilities - Water		0	0	0
8,000	8,175	9,240	7610-05	Insurance - Liability		10,530	10,530	10,530
2,100	1,986	2,240	7610-10	Insurance - Property		2,820	2,820	2,820
7,674	7,836	9,000	7620	Telecommunications		9,720	9,720	9,720
4,762	1,020	5,300	7650	Janitorial		5,800	5,800	5,800
				Department's share of Community Development Center janitorial service and supply costs, ~38%.				
5,583	9,644	10,000	7660	Materials & Supplies		10,800	10,800	10,800
				Uniforms, safety equipment, office, engineering, and surveying materials and supplies.				
471	1,630	1,650	7720	Repairs & Maintenance		1,780	1,780	1,780
				Vehicle and equipment repairs and maintenance.				
5,880	1,970	1,900	7720-08	Repairs & Maintenance - Building Repairs		2,100	2,100	2,100
				Department's share of Community Development Center's repairs and improvements, ~38%.				
2,248	2,564	9,700	7720-10	Repairs & Maintenance - Building Maintenance		4,300	4,300	4,300
				Department's share of routine building maintenance costs including pest control, garbage service, alarm and lighting repair and maintenance, gutter cleaning and roof preventative maintenance, and carpet cleaning, ~38%.				
5,165	55,235	10,000	7750	Professional Services		120,000	120,000	120,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Environmental Services for Underground Storage Tanks	1	40,000	40,000	
				Environmental Services for Civic Hall UST Investigation	1	40,000	40,000	
				Traffic Engineering	1	40,000	40,000	
0	0	1,600	7750-01	Professional Services - Audit & other city-wide prof svc		2,000	2,000	2,000
				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		600,000	600,000	600,000
				ARPA funded 3rd Street 30% Design				
0	0	0	7790	Maintenance & Rental Contracts		0	0	0
2,699	2,764	4,200	7790-20	Maintenance & Rental Contracts - Community Development Center		4,500	4,500	4,500
				Department's share of Community Development Center's HVAC services; alarm monitoring; landscape maintenance; and copier lease, ~38%.				

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 05 - ENGINEERING Section : <i>N/A</i> Program : <i>N/A</i>			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
9,471	10,629	14,702	7840	M & S Computer Charges		17,666	17,666	17,666
				I.S. Fund materials & supplies costs shared city-wide				
10,021	15,732	14,690	7840-10	M & S Computer Charges - Engineering		20,500	20,500	20,500
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Hansen Maintenance 25% - shared with Street, Park, WWS	1	4,000	4,000	
				ESRI Maintenance 17% - shared with Bldg,Comm Dvl,Eng,Street,WWS	1	2,500	2,500	
				AutoCAD Maintenance 66% - shared with Comm Dvlpmt	1	3,000	3,000	
				Plotter Maintenance	1	1,200	1,200	
				Adobe Licensing (2)	2	200	400	
				Office 365 Licensing (11)	1	2,900	2,900	
				Replacement Desktops (2)	2	1,500	3,000	
				New Laptop - GIS	1	3,500	3,500	
76,048	127,316	114,622	<u>TOTAL MATERIALS AND SERVICES</u>			831,616	831,616	831,616
			<u>CAPITAL OUTLAY</u>					
0	991	0	8750	Capital Outlay Computer Charges		4,736	4,736	4,736
				I.S. Fund capital outlay costs shared city-wide				
0	0	0	8750-10	Capital Outlay Computer Charges - Engineering		27,500	27,500	27,500
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Hansen Upgrade - 25% shared with Park, Street, WWS	1	27,500	27,500	
0	0	0	8800	Building Improvements		36,100	36,100	36,100
				Department's share of Community Development Center's building improvements, ~38%.				
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Install Secure Entryway at CDC	1	22,800	22,800	
				Replace RTU #1 - 1996 HVAC Unit at CDC	1	13,300	13,300	
0	0	0	8850	Vehicles		0	0	0
0	991	0	<u>TOTAL CAPITAL OUTLAY</u>			68,336	68,336	68,336
895,215	795,778	1,189,151	<u>TOTAL REQUIREMENTS</u>			1,898,359	1,898,359	1,898,359

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 07 - COMMUNITY DEVELOPMENT Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
REQUIREMENTS						
<u>MATERIALS AND SERVICES</u>						
0	741	0	7720-10 Repairs & Maintenance - Building Maintenance	0	0	0
0	741	0	<u>TOTAL MATERIALS AND SERVICES</u>	0	0	0
0	741	0	TOTAL REQUIREMENTS	0	0	0

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 07 - COMMUNITY DEVELOPMENT Section : 001 - ADMINISTRATION Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES						
<u>INTERGOVERNMENTAL</u>						
0	0	0	4546 American Rescue Plan	0	0	0
0	0	0	<u>TOTAL INTERGOVERNMENTAL</u>	0	0	0
<u>MISCELLANEOUS</u>						
982	124	0	6600-99 Other Income - Community Development	0	0	0
982	124	0	<u>TOTAL MISCELLANEOUS</u>	0	0	0
982	124	0	<i>TOTAL RESOURCES</i>	0	0	0

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 07 - COMMUNITY DEVELOPMENT Section : 001 - ADMINISTRATION Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

-5,124	2,412	0	7000	Salaries & Wages	0	0	0
21,013	21,467	23,191	7000-05	Salaries & Wages - Regular Full Time Community Development Director - 0.10 FTE Planning Analyst - 0.10 FTE	21,232	21,232	21,232
0	-2	0	7000-20	Salaries & Wages - Overtime	0	0	0
-1,582	735	0	7300	Fringe Benefits	0	0	0
1,267	1,302	1,404	7300-05	Fringe Benefits - FICA - Social Security	1,284	1,284	1,284
296	305	336	7300-06	Fringe Benefits - FICA - Medicare	308	308	308
6,594	6,662	6,737	7300-15	Fringe Benefits - PERS - OPSRP - IAP	6,424	6,424	6,424
4,885	3,623	5,234	7300-20	Fringe Benefits - Medical Insurance	2,666	2,666	2,666
750	450	750	7300-22	Fringe Benefits - VEBA Plan	400	400	400
27	19	15	7300-25	Fringe Benefits - Life Insurance	12	12	12
121	78	30	7300-30	Fringe Benefits - Long Term Disability	50	50	50
358	349	315	7300-35	Fringe Benefits - Workers' Compensation Insurance	270	270	270
5	4	5	7300-37	Fringe Benefits - Workers' Benefit Fund	7	7	7
0	0	0	7300-45	Fringe Benefits - Paid Family Leave City Share	78	78	78
28,611	37,403	38,017	<u>TOTAL PERSONNEL SERVICES</u>		32,731	32,731	32,731

MATERIALS AND SERVICES

0	0	0	7500	Credit Card Fees	0	0	0
0	0	0	7515	City Services Charge expense	100	100	100
1,152	89	0	7520	Public Notices & Printing	1,000	1,000	1,000
52	644	400	7540	Employee Events Costs shared city-wide for employee training, materials, and events.	100	100	100
68	0	0	7550	Travel & Education	0	0	0
0	0	0	7590	Fuel - Vehicle & Equipment	0	0	0
3,613	3,865	4,440	7600	Utilities Department's share of Community Development Center electricity expense.	4,800	4,800	4,800
0	0	0	7600-04	Utilities - Water	0	0	0
7,400	7,292	8,240	7610-05	Insurance - Liability	11,270	11,270	11,270

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 07 - COMMUNITY DEVELOPMENT Section : 001 - ADMINISTRATION Program : N/A			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
1,900	1,814	2,050	7610-10	Insurance - Property	2,600	2,600	2,600	
4,049	4,906	400	7620	Telecommunications	4,000	4,000	4,000	
4,658	1,013	5,200	7650	Janitorial Department's share of Community Development Center janitorial service and supply costs.	5,600	5,600	5,600	
4,169	6,683	5,500	7660	Materials & Supplies Office supplies and work station support.	3,000	3,000	3,000	
0	0	0	7710	Materials & Supplies - Grants	0	0	0	
0	0	0	7720	Repairs & Maintenance	0	0	0	
5,726	1,900	1,850	7720-08	Repairs & Maintenance - Building Repairs Department's share of Community Development Center's repairs and improvements.	2,000	2,000	2,000	
2,189	2,638	9,400	7720-10	Repairs & Maintenance - Building Maintenance	4,200	4,200	4,200	
1,472	3,669	0	7750	Professional Services	0	0	0	
0	0	1,910	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	1,900	1,900	1,900	
0	0	0	7750-04	Professional Services - Grants	0	0	0	
6,372	5,161	8,700	7790-20	Maintenance & Rental Contracts - Community Development Center Copier Lease, HVAC, Fire/Security Alarm, Parking Lot Sweeping, Orkin, Holiday Lights, Misc (Community Development's share of CDC Building)	9,400	9,400	9,400	
1,339	1,595	1,838	7840	M & S Computer Charges	1,892	1,892	1,892	
0	0	240	7840-16	M & S Computer Charges - Community Dev Administration	460	460	460	
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Adobe Pro Licensing (1)	1	200	200		
			Office 365 Licensing	1	260	260		
44,157	41,270	50,168	TOTAL MATERIALS AND SERVICES			52,322	52,322	52,322
CAPITAL OUTLAY								
0	149	0	8750	Capital Outlay Computer Charges I.S. Fund capital outlay costs shared city-wide	507	507	507	
0	0	0	8750-16	Capital Outlay Computer Charges - Community Dev Administration	0	0	0	
0	0	0	8800	Building Improvements Department's share of Community Development Center's building improvements. 37%	35,150	35,150	35,150	

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 07 - COMMUNITY DEVELOPMENT Section : 001 - ADMINISTRATION Program : N/A			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Install Secure Entryway at CDC	1	22,200	22,200		
			Replace RTU #1 - 1996 HVAC Unit at CDC	1	12,950	12,950		
0	149	0	TOTAL CAPITAL OUTLAY			35,657	35,657	35,657
72,768	78,822	88,185	TOTAL REQUIREMENTS			120,710	120,710	120,710

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 07 - COMMUNITY DEVELOPMENT Section : 025 - CURRENT PLANNING Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES						
LICENSES AND PERMITS						
120,061	167,699	105,000	4250-03 Planning Fees - Land Use Fees Fees for processing land use applications (e.g. variances, conditional use permits, zone changes and plan amendments).	105,000	105,000	105,000
28,660	36,944	35,000	4250-25 Planning Fees - Building Permit Review Fees Fees to cover Planning Division costs associated with the review of building permit applications.	35,000	35,000	35,000
148,720	204,643	140,000	TOTAL LICENSES AND PERMITS	140,000	140,000	140,000
148,720	204,643	140,000	TOTAL RESOURCES	140,000	140,000	140,000

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 07 - COMMUNITY DEVELOPMENT Section : 025 - CURRENT PLANNING Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

0	0	0	7000	Salaries & Wages	0	0	0
180,955	167,156	208,654	7000-05	Salaries & Wages - Regular Full Time Community Development Director - 0.25 FTE Senior Planner - 1.00 FTE Associate Planner - 0.50 FTE Planning Analyst - 0.45 FTE Development Customer Service Technician - Combined Depts - 0.25 FTE	228,044	228,044	228,044
0	0	0	7000-10	Salaries & Wages - Regular Part Time	0	0	0
0	0	0	7000-15	Salaries & Wages - Temporary	0	0	0
54	-7	0	7000-20	Salaries & Wages - Overtime	3,000	3,000	3,000
0	500	600	7000-37	Salaries & Wages - Medical Opt Out Incentive	600	600	600
0	0	0	7300	Fringe Benefits	0	0	0
11,031	10,225	12,660	7300-05	Fringe Benefits - FICA - Social Security	14,015	14,015	14,015
2,535	2,391	3,034	7300-06	Fringe Benefits - FICA - Medicare	3,359	3,359	3,359
55,312	42,418	64,095	7300-15	Fringe Benefits - PERS - OPSRP - IAP	73,737	73,737	73,737
32,436	23,262	37,386	7300-20	Fringe Benefits - Medical Insurance	25,240	25,240	25,240
4,900	5,050	5,150	7300-22	Fringe Benefits - VEBA Plan	3,450	3,450	3,450
244	161	153	7300-25	Fringe Benefits - Life Insurance	147	147	147
1,009	591	366	7300-30	Fringe Benefits - Long Term Disability	524	524	524
3,291	2,860	2,695	7300-35	Fringe Benefits - Workers' Compensation Insurance	2,772	2,772	2,772
43	39	83	7300-37	Fringe Benefits - Workers' Benefit Fund	78	78	78
0	0	0	7300-45	Fringe Benefits - Paid Family Leave City Share	841	841	841
291,811	254,646	334,876	TOTAL PERSONNEL SERVICES		355,807	355,807	355,807

MATERIALS AND SERVICES

1,417	1,367	2,000	7500	Credit Card Fees Fees paid to offer credit card payment services - monthly and percentage of overall credit card transactions.	2,000	2,000	2,000
5,805	3,756	8,000	7520	Public Notices & Printing Legal notices for public hearings, public open houses, printing brochures, forms and surveys.	7,000	7,000	7,000
200	385	400	7540	Employee Events Costs shared city-wide for employee training, materials, and events.	400	400	400

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 07 - COMMUNITY DEVELOPMENT Section : 025 - CURRENT PLANNING Program : <i>N/A</i>			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
1,436	2,873	6,000	7550	Travel & Education		5,000	5,000	5,000
				Memberships in professional organizations (APA, ORAPA, ULI, ICMA); staff training, Planning Commissioner training.				
255	256	500	7590	Fuel - Vehicle & Equipment		200	200	200
0	0	1,500	7620	Telecommunications		2,500	2,500	2,500
				Cell phones for planners				
1,898	2,882	3,500	7660	Materials & Supplies		2,500	2,500	2,500
				Office supplies and work station support.				
0	0	0	7710	Materials & Supplies - Grants		0	0	0
2,665	36,111	27,500	7750	Professional Services		60,000	60,000	60,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Transcriptionist - PC, HLC, LRC	1	5,000	5,000	
				Contract Transportation Planning	1	5,000	5,000	
				Legal Services	1	50,000	50,000	
0	0	0	7750-01	Professional Services - Audit & other city-wide prof svc		300	300	300
				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
5,014	6,788	5,146	7840	M & S Computer Charges		13,624	13,624	13,624
				I.S. Fund materials & supplies costs shared city-wide				
4,068	7,566	12,905	7840-17	M & S Computer Charges - Community Dev Current		9,380	9,380	9,380
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				ESRI Maintenance - 12.5%	1	1,250	1,250	
				Adobe InDesign	1	400	400	
				Replacement Desktops (2) + Monitor	1	3,250	3,250	
				AutoCAD Maintenance	1	750	750	
				GIS Laptop/Tech - 50%	1	3,000	3,000	
				Adobe Pro Licensing (1)	1	200	200	
				Office 365 Licensing (2)	1	530	530	
22,758	61,985	67,451	TOTAL MATERIALS AND SERVICES			102,904	102,904	102,904
CAPITAL OUTLAY								
0	633	0	8750	Capital Outlay Computer Charges		3,653	3,653	3,653
				I.S. Fund capital outlay costs shared city-wide				
0	0	0	8750-17	Capital Outlay Computer Charges - Community Dev Current		0	0	0
0	633	0	TOTAL CAPITAL OUTLAY			3,653	3,653	3,653
314,569	317,263	402,327	TOTAL REQUIREMENTS			462,364	462,364	462,364

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 07 - COMMUNITY DEVELOPMENT Section : 028 - LONG RANGE PLANNING Program : N/A		2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES							
INTERGOVERNMENTAL							
719	2,512	12,000	4535	Federal NPS CLG Grant Federal National Park Service Certified Local Government grant for historic preservation program.	15,000	15,000	15,000
75,407	0	95,000	4778	OR Dept of Land Conservation & Dev (DLCD) Technical Assistance and Planning grants.	0	0	0
76,126	2,512	107,000	TOTAL INTERGOVERNMENTAL		15,000	15,000	15,000
CHARGES FOR SERVICES							
0	0	0	5410	Sales	0	0	0
0	0	0	TOTAL CHARGES FOR SERVICES		0	0	0
MISCELLANEOUS							
0	0	0	6407	Donations-Community Development	0	0	0
0	0	0	TOTAL MISCELLANEOUS		0	0	0
76,126	2,512	107,000	TOTAL RESOURCES		15,000	15,000	15,000

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 07 - COMMUNITY DEVELOPMENT Section : 028 - LONG RANGE PLANNING Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

0	0	0	7000	Salaries & Wages	0	0	0
164,884	149,923	183,712	7000-05	Salaries & Wages - Regular Full Time Community Development Director - 0.30 FTE Senior Planner - 1.00 FTE Associate Planner - 0.50 FTE Planning Analyst - 0.35 FTE Development Customer Service Technician - Combined Depts - 0.05 FTE	217,172	217,172	217,172
0	0	0	7000-10	Salaries & Wages - Regular Part Time	0	0	0
67,494	0	0	7000-15	Salaries & Wages - Temporary	0	0	0
54	-2	0	7000-20	Salaries & Wages - Overtime	3,000	3,000	3,000
0	500	600	7000-37	Salaries & Wages - Medical Opt Out Incentive	600	600	600
0	0	0	7300	Fringe Benefits	0	0	0
14,225	9,180	11,152	7300-05	Fringe Benefits - FICA - Social Security	13,356	13,356	13,356
3,327	2,147	2,673	7300-06	Fringe Benefits - FICA - Medicare	3,201	3,201	3,201
76,810	36,418	56,845	7300-15	Fringe Benefits - PERS - OPSRP - IAP	70,444	70,444	70,444
26,107	19,550	26,178	7300-20	Fringe Benefits - Medical Insurance	23,924	23,924	23,924
4,000	4,650	3,650	7300-22	Fringe Benefits - VEBA Plan	3,300	3,300	3,300
212	137	123	7300-25	Fringe Benefits - Life Insurance	132	132	132
918	528	378	7300-30	Fringe Benefits - Long Term Disability	498	498	498
4,260	2,649	2,476	7300-35	Fringe Benefits - Workers' Compensation Insurance	2,769	2,769	2,769
46	33	71	7300-37	Fringe Benefits - Workers' Benefit Fund	69	69	69
0	0	0	7300-45	Fringe Benefits - Paid Family Leave City Share	801	801	801
362,335	225,713	287,858	TOTAL PERSONNEL SERVICES		339,266	339,266	339,266

MATERIALS AND SERVICES

13,490	7,445	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
413	341	400	7540	Employee Events Costs shared city-wide for employees training, materials and events.	300	300	300
1,526	2,508	7,000	7550	Travel & Education Memberships in professional organizations. Staff training. Planning Commissioner training.	4,500	4,500	4,500

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 07 - COMMUNITY DEVELOPMENT Section : 028 - LONG RANGE PLANNING Program : <i>N/A</i>			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
0	0	1,500	7620	Telecommunications		2,500	2,500	2,500
				Cell phones for planners (split 50/50 between current and long range planning)				
2,246	1,020	9,000	7660	Materials & Supplies		5,000	5,000	5,000
				Office supplies and work station support. GIS Staff - Work station and office supplies				
0	0	0	7710	Materials & Supplies - Grants		0	0	0
272,531	104,874	414,500	7750	Professional Services		581,500	581,500	581,500
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Fox Ridge Road Area Plan (2023 Carryover)	1	100,000	100,000	
				Southwest Area Plan (2023 Carryover)	1	200,000	200,000	
				DEI PFP Grant Match (2023 Carryover)	1	19,000	19,000	
				HB 2003 HNA/HPS/EOA Adoption (2023 Carryover)	1	70,000	70,000	
				HB 2003 Efficiency Measures Analysis	1	25,000	25,000	
				CLG HP Grant Match	1	22,000	22,000	
				Three Mile Lane Overlay Dev Standards	1	25,000	25,000	
				Transcriptionist	1	4,500	4,500	
				Consultant Services	1	20,000	20,000	
				Legal Services	1	96,000	96,000	
0	0	20	7750-01	Professional Services - Audit & other city-wide prof svc		300	300	300
				Costs shared city-wide for Audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses				
50,407	5,512	107,000	7750-04	Professional Services - Grants		15,000	15,000	15,000
				CLG Grant - Intensive Level Survey (ILS) in South of Downtown Association (SODAN)				
2,539	3,381	2,940	7840	M & S Computer Charges		9,840	9,840	9,840
				I.S. Fund materials & supplies costs shared city-wide				
1,553	1,626	9,505	7840-18	M & S Computer Charges - Community Dev Long Range		5,730	5,730	5,730
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				ESRI Maintenance - 12.5 %	1	1,250	1,250	
				AutoCAD Maintenance	1	750	750	
				GIS Laptop/Tech - 50%	1	3,000	3,000	
				Adobe Pro Licensing (1)	1	200	200	
				Office 365 Licensing (2)	1	530	530	
344,705	126,707	561,865	TOTAL MATERIALS AND SERVICES			634,670	634,670	634,670
CAPITAL OUTLAY								
0	315	0	8750	Capital Outlay Computer Charges		2,638	2,638	2,638
				I.S. Fund capital outlay costs shared city-wide				
0	0	0	8750-18	Capital Outlay Computer Charges - Community Dev Long Range		0	0	0
0	315	0	TOTAL CAPITAL OUTLAY			2,638	2,638	2,638

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 07 - COMMUNITY DEVELOPMENT Section : 028 - LONG RANGE PLANNING Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
707,041	352,735	849,723	TOTAL REQUIREMENTS	976,574	976,574	976,574

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 07 - COMMUNITY DEVELOPMENT Section : 031 - CODE COMPLIANCE Program : N/A		2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES							
<u>INTERGOVERNMENTAL</u>							
0	0	0	4546	American Rescue Plan	2,000	0	0
0	0	0	TOTAL INTERGOVERNMENTAL		2,000	0	0
<u>FINES AND FORFEITURES</u>							
158	14,362	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
158	14,362	7,500	TOTAL FINES AND FORFEITURES		7,500	7,500	7,500
<u>MISCELLANEOUS</u>							
0	0	0	6310	Interest	50	50	50
0	0	250	6407-31	Donations-Community Development - Code Compliance	250	250	250
0	0	250	TOTAL MISCELLANEOUS		300	300	300
158	14,362	7,750	TOTAL RESOURCES		9,800	7,800	7,800

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 07 - COMMUNITY DEVELOPMENT Section : 031 - CODE COMPLIANCE Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

0	0	0	7000	Salaries & Wages	0	0	0
128,341	124,415	149,075	7000-05	Salaries & Wages - Regular Full Time Community Development Director - 0.10 FTE Code Compliance Officer - Lead - 1.00 FTE Code Compliance Officer - 1.00 FTE Planning Analyst - 0.10 FTE Development Customer Service Technician - Combined Depts - 0.03 FTE	158,584	158,584	158,584
0	0	0	7000-10	Salaries & Wages - Regular Part Time	0	0	0
0	649	0	7000-20	Salaries & Wages - Overtime	0	0	0
0	0	0	7300	Fringe Benefits	0	0	0
7,719	7,515	9,020	7300-05	Fringe Benefits - FICA - Social Security	9,597	9,597	9,597
1,805	1,757	2,161	7300-06	Fringe Benefits - FICA - Medicare	2,299	2,299	2,299
35,249	36,532	43,308	7300-15	Fringe Benefits - PERS - OPSRP - IAP	48,009	48,009	48,009
29,284	28,814	39,581	7300-20	Fringe Benefits - Medical Insurance	32,262	32,262	32,262
4,600	5,430	5,690	7300-22	Fringe Benefits - VEBA Plan	4,431	4,431	4,431
237	160	133	7300-25	Fringe Benefits - Life Insurance	134	134	134
745	482	332	7300-30	Fringe Benefits - Long Term Disability	366	366	366
2,367	2,174	2,010	7300-35	Fringe Benefits - Workers' Compensation Insurance	1,995	1,995	1,995
41	36	97	7300-37	Fringe Benefits - Workers' Benefit Fund	99	99	99
2,219	0	0	7300-40	Fringe Benefits - Unemployment	0	0	0
0	0	0	7300-45	Fringe Benefits - Paid Family Leave City Share	582	582	582
212,607	207,964	251,407	TOTAL PERSONNEL SERVICES		258,358	258,358	258,358

MATERIALS AND SERVICES

0	0	100	7500	Credit Card Fees Transactional fees for paying code enforcement fines with credit card.	100	100	100
630	752	4,000	7520	Public Notices & Printing Print materials for door hangers, property notices, certified mailings.	2,500	2,500	2,500
194	166	300	7540	Employee Events Costs shared city-wide for employee training, materials and events.	400	400	400
1,238	3,611	6,000	7550	Travel & Education Memberships in OCEA, staff training.	3,500	3,500	3,500
500	568	1,250	7590	Fuel - Vehicle & Equipment	1,250	1,250	1,250

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 07 - COMMUNITY DEVELOPMENT Section : 031 - CODE COMPLIANCE Program : N/A			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
2,741	2,766	3,000	7620	Telecommunications		3,200	3,200	3,200
92	0	600	7630	Uniforms		600	600	600
477	1,644	5,000	7660	Materials & Supplies Office supplies, work station support, neighborhood clean-up supplies.		3,000	3,000	3,000
0	0	0	7660-25	Materials & Supplies - Grants		0	0	0
0	0	0	7680-31	Materials & Supplies - Donations - Code Compliance		250	250	250
5,368	8,862	18,000	7750	Professional Services		15,500	15,500	15,500
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Hearings Officer	1	3,000	3,000	
				Abatement	1	12,500	12,500	
0	0	60	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		300	300	300
2,143	2,552	2,940	7840	M & S Computer Charges I.S. Fund materials & supplies costs shared city-wide		3,028	3,028	3,028
311	395	480	7840-19	M & S Computer Charges - Community Dev Code Compliance		6,530	6,530	6,530
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Replacement Laptops (2)	2	3,000	6,000	
				Office 365 Licensing (2)	1	530	530	
13,693	21,316	41,730	TOTAL MATERIALS AND SERVICES			40,158	40,158	40,158
			CAPITAL OUTLAY					
0	238	0	8750	Capital Outlay Computer Charges I.S. Fund capital outlay costs shared city-wide		812	812	812
0	0	0	8750-19	Capital Outlay Computer Charges - Community Dev Code Enforcement		0	0	0
0	238	0	TOTAL CAPITAL OUTLAY			812	812	812
226,300	229,518	293,137	TOTAL REQUIREMENTS			299,328	299,328	299,328

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 07 - COMMUNITY DEVELOPMENT Section : 035 - ECONOMIC DEVELOPMENT Program : N/A		2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES							
<u>INTERGOVERNMENTAL</u>							
0	0	750,000	4546	American Rescue Plan	246,824	0	0
0	750,000	750,000	4546-05	American Rescue Plan - SFRF Bus Recovery & Resiliency State DAS Grant for Business Recovery and Resiliency (Noble Grant)	462,043	462,043	462,043
0	750,000	1,500,000	<u>TOTAL INTERGOVERNMENTAL</u>		708,867	462,043	462,043
0	750,000	1,500,000	<i>TOTAL RESOURCES</i>		708,867	462,043	462,043

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 07 - COMMUNITY DEVELOPMENT Section : 035 - ECONOMIC DEVELOPMENT Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

0	0	109,150	7000-05 Salaries & Wages - Regular Full Time Community Development Special Projects Manager - 1.00 FTE	122,441	122,441	122,441
0	0	0	7000-37 Salaries & Wages - Medical Opt Out Incentive	1,200	1,200	1,200
0	0	6,604	7300-05 Fringe Benefits - FICA - Social Security	7,480	7,480	7,480
0	0	1,583	7300-06 Fringe Benefits - FICA - Medicare	1,793	1,793	1,793
0	0	31,708	7300-15 Fringe Benefits - PERS - OPSRP - IAP	37,426	37,426	37,426
0	0	22,116	7300-20 Fringe Benefits - Medical Insurance	0	0	0
0	0	6,000	7300-22 Fringe Benefits - VEBA Plan	0	0	0
0	0	60	7300-25 Fringe Benefits - Life Insurance	60	60	60
0	0	0	7300-30 Fringe Benefits - Long Term Disability	284	284	284
0	0	1,484	7300-35 Fringe Benefits - Workers' Compensation Insurance	1,570	1,570	1,570
0	0	23	7300-37 Fringe Benefits - Workers' Benefit Fund	46	46	46
0	0	0	7300-45 Fringe Benefits - Paid Family Leave City Share	455	455	455
0	0	178,728	TOTAL PERSONNEL SERVICES	172,755	172,755	172,755

MATERIALS AND SERVICES

0	0	0	7540 Employee Events	200	200	200	
0	0	0	7595-10 Business Assistance Grant - Business Resiliency	0	0	0	
0	0	10,000	7660-25 Materials & Supplies - Grants	0	0	0	
0	0	0	7750-01 Professional Services - Audit & other city-wide prof svc	200	200	200	
0	0	1,310,928	7750-04 Professional Services - Grants McMinnville Business Recovery and Resiliency Grant - SFRF Fund Innovation Center - City ARPA Third Street Improvement Project - City ARPA	662,043	662,043	662,043	
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
				City ARPA - Innovation Center	1	200,000	200,000
				State ARPA - Business Resiliency and Recovery balance	1	462,043	462,043
0	0	0	7840 M & S Computer Charges I.S. Fund materials & supplies costs shared city-wide	1,514	1,514	1,514	

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 07 - COMMUNITY DEVELOPMENT Section : 035 - ECONOMIC DEVELOPMENT Program : N/A			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
0	0	6,000	7840-14	M & S Computer Charges - Community Dev Econ Development		460	460	460
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Adobe Pro Licensing (1)	1	200	200		
			Office 365 Licensing (1)	1	260	260		
0	0	1,326,928	<u>TOTAL MATERIALS AND SERVICES</u>			664,417	664,417	664,417
			<u>CAPITAL OUTLAY</u>					
0	0	0	8750	Capital Outlay Computer Charges		406	406	406
				I.S. Fund capital outlay costs shared city-wide				
0	0	0	8750-14	Capital Outlay Computer Charges - Community Dev Econ Development		0	0	0
0	0	0	<u>TOTAL CAPITAL OUTLAY</u>			406	406	406
0	0	1,505,656	<u>TOTAL REQUIREMENTS</u>			837,578	837,578	837,578

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 11 - POLICE Section : 040 - CHIEF'S OFFICE Program : 501 - ADMINISTRATION		2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES							
LICENSES AND PERMITS							
26,903	25,997	25,650	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
26,903	25,997	25,650	TOTAL LICENSES AND PERMITS		25,650	25,650	25,650
INTERGOVERNMENTAL							
0	0	0	4546	American Rescue Plan	25,000	0	0
0	3,108	5,400	4560	BVP Grant Federal Bulletproof Vest Partnership Grant which funds 50% of the bulletproof vest purchases.	6,000	6,000	6,000
11,057	4,465	0	4596-16	OR Criminal Justice Commission - CESF Grant	0	0	0
0	0	600,000	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	22,500	4597-10	US Department of Justice - BJS NCHIP Grant-Fingerprinting	0	0	0
0	0	5,000	4600	Traffic Safety Grant-DUII	7,000	7,000	7,000
0	0	5,000	4605	Traffic Safety Grant-Speed	5,000	5,000	5,000
0	0	3,000	4609	Distracted Driving Enforcement Grant	5,000	5,000	5,000
0	0	3,000	4610	Traffic Safety Grant-Safety Belt	5,000	5,000	5,000
11,057	7,574	643,900	TOTAL INTERGOVERNMENTAL		653,000	628,000	628,000
CHARGES FOR SERVICES							
11,111	8,817	9,650	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	10,000	10,000	10,000
0	0	500	5350	Registration Fees Fees received for department hosted trainings	0	0	0
30,755	31,370	31,997	5400-30	Property Rentals - YCOM Yamhill Communications Agency (YCOM) rental of space in Police Department for emergency communications operation.	32,637	32,637	32,637
41,866	40,187	42,147	TOTAL CHARGES FOR SERVICES		42,637	42,637	42,637

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 11 - POLICE Section : 040 - CHIEF'S OFFICE Program : 501 - ADMINISTRATION		2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
<u>MISCELLANEOUS</u>							
2,919	6,446	7,550	6400	Donations - Police	12,767	12,767	12,767
25,698	15,594	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 up to a cap.	10,000	10,000	10,000
0	28,930	30,000	6600-22	Other Income - Airshow	20,000	20,000	20,000
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
16,000	25,299	25,000	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	20,000	20,000	20,000
44,617	76,269	62,800	<u>TOTAL MISCELLANEOUS</u>		63,017	63,017	63,017
<u>OTHER FINANCING SOURCE</u>							
4,726	11,467	7,500	6845	Proceeds from asset sale	6,000	6,000	6,000
4,726	11,467	7,500	<u>TOTAL OTHER FINANCING SOURCE</u>		6,000	6,000	6,000
129,169	161,493	781,997	<u>TOTAL RESOURCES</u>		790,304	765,304	765,304

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 11 - POLICE Section : 040 - CHIEF'S OFFICE Program : 501 - ADMINISTRATION	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

4,800	-5,460	0	7000 Salaries & Wages	0	0	0
229,300	215,135	237,624	7000-05 Salaries & Wages - Regular Full Time Police Chief - 1.00 FTE Support Services Manager - 1.00 FTE	262,433	262,433	262,433
10,194	0	21,904	7000-10 Salaries & Wages - Regular Part Time Management Support Technician - 0.60 FTE	26,547	26,547	26,547
4,200	4,200	4,200	7000-30 Salaries & Wages - Auto Allowance Police Chief's \$350 per month automobile allowance.	4,200	4,200	4,200
0	0	0	7000-37 Salaries & Wages - Medical Opt Out Incentive	720	720	720
3,078	-5,680	0	7300 Fringe Benefits	0	0	0
14,612	12,801	15,199	7300-05 Fringe Benefits - FICA - Social Security	17,204	17,204	17,204
3,444	3,100	3,825	7300-06 Fringe Benefits - FICA - Medicare	4,261	4,261	4,261
76,019	65,255	78,303	7300-15 Fringe Benefits - PERS - OPSRP - IAP	91,271	91,271	91,271
43,749	39,238	45,573	7300-20 Fringe Benefits - Medical Insurance	44,960	44,960	44,960
6,000	5,000	5,000	7300-22 Fringe Benefits - VEBA Plan	6,000	6,000	6,000
252	164	184	7300-25 Fringe Benefits - Life Insurance	186	186	186
1,228	803	532	7300-30 Fringe Benefits - Long Term Disability	648	648	648
5,133	5,426	5,293	7300-35 Fringe Benefits - Workers' Compensation Insurance	4,890	4,890	4,890
44	37	59	7300-37 Fringe Benefits - Workers' Benefit Fund	60	60	60
0	0	0	7300-45 Fringe Benefits - Paid Family Leave City Share	1,078	1,078	1,078
2	0	50	7400-10 Fringe Benefits - Volunteers - Workers' Compensation Insurance	50	50	50
402,055	340,019	417,746	<u>TOTAL PERSONNEL SERVICES</u>	464,508	464,508	464,508

MATERIALS AND SERVICES

1,257	1,268	1,260	7500 Credit Card Fees	1,260	1,260	1,260
0	99	750	7520 Public Notices & Printing Advertising for employment positions, community events, and newspaper subscriptions.	2,000	2,000	2,000
642	2,939	2,850	7530 Training	2,850	2,850	2,850
4,414	3,771	5,200	7540 Employee Events Costs shared city-wide for employee training, materials, and events.	7,200	7,200	7,200

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 11 - POLICE Section : 040 - CHIEF'S OFFICE Program : 501 - ADMINISTRATION			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
1,389	3,219	9,000	7550	Travel & Education		8,000	8,000	8,000
				Memberships and training for Chief, Support Services Manager				
921	1,060	3,000	7570	Dept Employee Recognition		2,000	2,000	2,000
				Employees, volunteers, and reserves appreciation dinner, plaques, certificates, etc.				
749	300	1,000	7590	Fuel - Vehicle & Equipment		1,000	1,000	1,000
131,600	147,406	166,570	7610-05	Insurance - Liability		190,130	190,130	190,130
18,400	25,467	28,780	7610-10	Insurance - Property		30,690	30,690	30,690
10,007	10,262	11,084	7620	Telecommunications		11,084	11,084	11,084
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Cell phones - chief, records, volunteers	12	135	1,620	
				Telecom - landlines	12	650	7,800	
				Annual fee for emergency operations center lines	1	500	500	
				Landlines for fire alarm panels	12	97	1,164	
1,066	1,230	1,000	7630-05	Uniforms - Employee		1,000	1,000	1,000
				Uniforms for Chief				
12,462	9,650	11,000	7660	Materials & Supplies		12,000	12,000	12,000
0	0	0	7660-25	Materials & Supplies - Grants		0	0	0
2,919	6,446	7,550	7680	Materials & Supplies - Donations		12,767	12,767	12,767
				Materials and supplies purchases funded by revenue account 6400, Donations - Police.				
1,417	1,306	0	7710-16	Materials & Supplies - Grants - CESF Grant		0	0	0
447	322	500	7720-14	Repairs & Maintenance - Vehicles		1,000	1,000	1,000
81,982	63,787	55,660	7750	Professional Services		50,000	50,000	50,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Homeward Bound Pets - kennel fees	12	1,825	21,900	
				Homeward Bound Pets - contract to release dogs	12	425	5,100	
				Peer support program responder life fees	1	5,500	5,500	
				Annual employee wellness checks	1	1,000	1,000	
				Labor law attorney services	1	10,000	10,000	
				Misc services (flash alert / language line)	1	1,500	1,500	
				Pre-employment service for police officers and reserve officers	1	5,000	5,000	
0	0	13,050	7750-01	Professional Services - Audit & other city-wide prof svc		17,700	17,700	17,700
				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		25,000	25,000	25,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				ARPA Mental Health Crisis Response	1	25,000	25,000	

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 11 - POLICE Section : 040 - CHIEF'S OFFICE Program : 501 - ADMINISTRATION			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
0	0	0	7750-10	Professional Services - Training		0	0	0
45,077	43,912	69,950	7790	Maintenance & Rental Contracts		70,000	70,000	70,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Lease payments (copier, etc)	1	40,000	40,000	
				Storage lot lease	1	30,000	30,000	
150	0	500	7800	M & S Equipment		0	0	0
2,629	1,025	10,800	7820	M & S Equipment - Grants		12,000	12,000	12,000
0	0	600,000	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				
4,189	311	0	7820-16	M & S Equipment - Grants - CESF Grant		0	0	0
321,718	323,780	999,504	<u>TOTAL MATERIALS AND SERVICES</u>			1,057,681	1,057,681	1,057,681
			<u>CAPITAL OUTLAY</u>					
0	0	25,000	8720	Equipment - Grants		0	0	0
0	0	25,000	<u>TOTAL CAPITAL OUTLAY</u>			0	0	0
723,773	663,799	1,442,250	<u>TOTAL REQUIREMENTS</u>			1,522,189	1,522,189	1,522,189

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 11 - POLICE Section : 040 - CHIEF'S OFFICE Program : 580 - RECORDS		2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
REQUIREMENTS							
PERSONNEL SERVICES							
167,364	173,036	185,032	7000-05	Salaries & Wages - Regular Full Time Police Records Specialist - 3.00 FTE	199,393	199,393	199,393
1,746	0	611	7000-20	Salaries & Wages - Overtime	586	586	586
10,070	10,321	11,230	7300-05	Fringe Benefits - FICA - Social Security	12,099	12,099	12,099
2,355	2,414	2,691	7300-06	Fringe Benefits - FICA - Medicare	2,899	2,899	2,899
44,319	50,267	53,993	7300-15	Fringe Benefits - PERS - OPSRP - IAP	60,534	60,534	60,534
52,469	53,172	55,032	7300-20	Fringe Benefits - Medical Insurance	55,656	55,656	55,656
1,425	1,350	1,350	7300-22	Fringe Benefits - VEBA Plan	1,350	1,350	1,350
306	240	180	7300-25	Fringe Benefits - Life Insurance	180	180	180
867	632	424	7300-30	Fringe Benefits - Long Term Disability	452	452	452
133	146	279	7300-35	Fringe Benefits - Workers' Compensation Insurance	268	268	268
56	58	69	7300-37	Fringe Benefits - Workers' Benefit Fund	69	69	69
0	0	0	7300-45	Fringe Benefits - Paid Family Leave City Share	728	728	728
281,111	291,634	310,891	TOTAL PERSONNEL SERVICES		334,214	334,214	334,214
MATERIALS AND SERVICES							
0	0	3,000	7550	Travel & Education	2,000	2,000	2,000
0	0	750	7630-05	Uniforms - Employee	750	750	750
5,084	1,419	5,000	7660	Materials & Supplies	6,000	6,000	6,000
244	95	0	7750	Professional Services	0	0	0
0	0	100	7750-01	Professional Services - Audit & other city-wide prof svc Costs shared city-wide for Audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses	100	100	100
0	0	5,000	7800	M & S Equipment	5,000	5,000	5,000
6,129	6,196	6,830	8040	Regional Automated Info Network	5,600	5,600	5,600
11,458	7,711	20,680	TOTAL MATERIALS AND SERVICES		19,450	19,450	19,450
292,569	299,346	331,571	TOTAL REQUIREMENTS		353,664	353,664	353,664

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 11 - POLICE Section : 040 - CHIEF'S OFFICE Program : 589 - IS - TECHNOLOGY			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
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REQUIREMENTS

MATERIALS AND SERVICES

66,429	79,108	92,621	7840	M & S Computer Charges		93,855	93,855	93,855
				I.S. Fund materials & supplies costs shared city-wide				
75,006	69,782	94,920	7840-20	M & S Computer Charges - Police		144,400	144,400	144,400
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Adobe Pro Licensing (10)	10	200	2,000	
				Data 911 MDT Maintenance	1	11,000	11,000	
				Office 365 Licensing (54)	1	14,000	14,000	
				OnQ Maintenance	1	21,500	21,500	
				Netmotion Maint 50% - shared with FD, AMB	1	3,400	3,400	
				CS Maintenance	1	26,500	26,500	
				E-Ticketing Maintenance - 67%, shared with Muni Court	1	9,400	9,400	
				WebLEDS Maintenance	1	1,200	1,200	
				Desktop/Mobile Replacements (3)	3	2,000	6,000	
				Power DMS Software	1	5,000	5,000	
				New Monitors	12	250	3,000	
				RMS Server Rehost	1	15,000	15,000	
				Zebra Mobile Printers	5	1,000	5,000	
				MDT Repair	1	2,000	2,000	
				New Printers (2)	2	1,000	2,000	
				InTime software	1	17,400	17,400	
141,435	148,890	187,541		<u>TOTAL MATERIALS AND SERVICES</u>		238,255	238,255	238,255

CAPITAL OUTLAY

0	7,375	0	8750	Capital Outlay Computer Charges		25,163	25,163	25,163
				I.S. Fund capital outlay costs shared city-wide				
51,161	0	0	8750-20	Capital Outlay Computer Charges - Police		50,000	92,000	92,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Replacement MDTs	1	92,000	92,000	
51,161	7,375	0		<u>TOTAL CAPITAL OUTLAY</u>		75,163	117,163	117,163
192,596	156,265	187,541		<u>TOTAL REQUIREMENTS</u>		313,418	355,418	355,418

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET		2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
Department : 11 - POLICE Section : 040 - CHIEF'S OFFICE Program : 592 - COMMUNITY EDUCATION						
REQUIREMENTS						
<u>MATERIALS AND SERVICES</u>						
0	0	500	7520	Public Notices & Printing	500	500
2,337	3,136	4,200	7660	Materials & Supplies	3,200	3,200
2,337	3,136	4,700		<u>TOTAL MATERIALS AND SERVICES</u>	3,700	3,700
2,337	3,136	4,700		<u>TOTAL REQUIREMENTS</u>	3,700	3,700

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 11 - POLICE Section : 043 - FIELD OPERATIONS Program : 501 - ADMINISTRATION	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

128,544	122,086	132,790	7000-05 Salaries & Wages - Regular Full Time Police Captain - 1.00 FTE	141,824	150,939	150,939
2,940	1,920	2,880	7000-30 Salaries & Wages - Auto Allowance Police Captain's \$240 per month automobile allowance.	0	0	0
8,010	7,573	8,208	7300-05 Fringe Benefits - FICA - Social Security	8,580	9,132	9,132
1,873	1,771	1,967	7300-06 Fringe Benefits - FICA - Medicare	2,056	2,189	2,189
48,510	39,859	40,850	7300-15 Fringe Benefits - PERS - OPSRP - IAP	43,767	46,580	46,580
20,568	19,734	22,092	7300-20 Fringe Benefits - Medical Insurance	16,320	16,320	16,320
3,000	3,000	3,000	7300-22 Fringe Benefits - VEBA Plan	2,000	2,000	2,000
108	83	66	7300-25 Fringe Benefits - Life Insurance	66	66	66
658	431	294	7300-30 Fringe Benefits - Long Term Disability	314	314	314
4,737	4,642	4,396	7300-35 Fringe Benefits - Workers' Compensation Insurance	3,971	4,226	4,226
19	17	23	7300-37 Fringe Benefits - Workers' Benefit Fund	23	23	23
0	0	0	7300-45 Fringe Benefits - Paid Family Leave City Share	522	555	555
218,967	201,116	216,566	TOTAL PERSONNEL SERVICES	219,443	232,344	232,344

MATERIALS AND SERVICES

532	0	1,600	7530 Training	1,500	1,500	1,500
225	745	2,000	7550 Travel & Education Membership and training	2,000	2,000	2,000
22,877	25,289	27,204	7620 Telecommunications Includes telecommunications for entire Field Operations Division.	27,204	27,204	27,204
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Telecom landlines	1	6,720	6,720
			Cell phones for Field Operations	1	19,484	19,484
			Repair-replace damaged cell phones	1	1,000	1,000
640	178	900	7630-05 Uniforms - Employee	900	900	900
338	532	1,000	7660 Materials & Supplies	1,000	1,000	1,000
45	45	0	7750 Professional Services	0	0	0
0	0	50	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

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 11 - POLICE Section : 043 - FIELD OPERATIONS Program : 501 - ADMINISTRATION	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
0	0	0	M & S Equipment	0	0	0
24,657	26,789	32,754	<u>TOTAL MATERIALS AND SERVICES</u>	32,654	32,654	32,654
243,624	227,904	249,320	<i>TOTAL REQUIREMENTS</i>	252,097	264,998	264,998

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 11 - POLICE Section : 043 - FIELD OPERATIONS Program : 553 - PATROL	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

2,495,483	2,461,673	2,701,185	7000-05 Salaries & Wages - Regular Full Time Police Sergeant - 4.00 FTE Police Corporal - 4.00 FTE Police Officer - 22.00 FTE	2,790,497	2,790,497	2,790,497
*Anticipating three Police patrol position vacancies through out the fiscal year. The FTE count was not adjusted for these vacancies.						
338,108	420,620	373,445	7000-20 Salaries & Wages - Overtime	400,005	400,005	400,005
172,450	175,722	186,013	7300-05 Fringe Benefits - FICA - Social Security	193,024	193,024	193,024
40,655	41,359	44,580	7300-06 Fringe Benefits - FICA - Medicare	46,259	46,259	46,259
901,388	941,283	1,040,331	7300-15 Fringe Benefits - PERS - OPSRP - IAP	1,102,964	1,102,964	1,102,964
513,879	488,537	520,780	7300-20 Fringe Benefits - Medical Insurance	500,904	500,904	500,904
9,838	9,588	10,500	7300-22 Fringe Benefits - VEBA Plan	9,450	9,450	9,450
3,122	2,313	1,870	7300-25 Fringe Benefits - Life Insurance	1,782	1,782	1,782
12,828	8,593	5,444	7300-30 Fringe Benefits - Long Term Disability	5,916	5,916	5,916
103,517	104,254	99,617	7300-35 Fringe Benefits - Workers' Compensation Insurance	89,334	89,334	89,334
662	623	679	7300-37 Fringe Benefits - Workers' Benefit Fund	644	644	644
8,716	0	0	7300-40 Fringe Benefits - Unemployment	0	0	0
0	0	0	7300-45 Fringe Benefits - Paid Family Leave City Share	10,204	10,204	10,204
4,600,646	4,654,563	4,984,444	TOTAL PERSONNEL SERVICES	5,150,983	5,150,983	5,150,983

MATERIALS AND SERVICES

2,144	4,379	11,000	7550 Travel & Education	10,000	10,000	10,000																
<table border="1"> <thead> <tr> <th>Description</th> <th>Units</th> <th>Amt/Unit</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Membership and training for patrol division</td> <td>1</td> <td>5,000</td> <td>5,000</td> </tr> <tr> <td>Leadership training for Sergeants</td> <td>1</td> <td>2,500</td> <td>2,500</td> </tr> <tr> <td>Leadership training for Corporals</td> <td>1</td> <td>2,500</td> <td>2,500</td> </tr> </tbody> </table>							Description	Units	Amt/Unit	Total	Membership and training for patrol division	1	5,000	5,000	Leadership training for Sergeants	1	2,500	2,500	Leadership training for Corporals	1	2,500	2,500
Description	Units	Amt/Unit	Total																			
Membership and training for patrol division	1	5,000	5,000																			
Leadership training for Sergeants	1	2,500	2,500																			
Leadership training for Corporals	1	2,500	2,500																			
54,572	66,961	80,000	7590 Fuel - Vehicle & Equipment	90,000	90,000	90,000																
12,237	16,823	27,000	7630-05 Uniforms - Employee Equipment for new hires, rain jacket and pants replacements, uniform updates for patrol	27,000	27,000	27,000																

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 11 - POLICE Section : 043 - FIELD OPERATIONS Program : 553 - PATROL				2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
13,073	7,919	12,375	7660	Materials & Supplies			12,375	12,375	12,375
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Batteries, CDs, forms and equipment for patrol	1	9,500	9,500		
				Trauma kit supplies	1	2,875	2,875		
1,855	0	2,700	7720	Repairs & Maintenance			0	0	0
				Radar calibrations every other year					
33,574	42,543	40,000	7720-14	Repairs & Maintenance - Vehicles			50,000	50,000	50,000
0	0	2,500	7720-20	Repairs & Maintenance - Vehicle Electronics			2,500	2,500	2,500
				Video's, DVD's, mobile radios					
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				mobile data computer repairs	1	2,500	2,500		
520	366	560	7750	Professional Services			0	0	0
0	0	350	7750-01	Professional Services - Audit & other city-wide prof svc			400	400	400
				Costs shared city-wide for Audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses					
21,536	1,555	20,162	7800	M & S Equipment			50,405	50,405	50,405
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Motorola portable radio APX8000 multi band	1	9,250	9,250		
				Motorola APX4000 extended life batteries	40	118	4,720		
				Binoculars for patrol cars	15	105	1,575		
				Spotting scope for patrol	1	800	800		
				WRAP system	2	1,500	3,000		
				Heavy duty shelving for mud room & storage room	1	1,500	1,500		
				Daily use rifle plates for patrol (front plate)	34	600	20,400		
				Additional stop sticks for patrol cars	10	600	6,000		
				Patrol radar	1	3,160	3,160		
139,509	140,546	196,647	TOTAL MATERIALS AND SERVICES				242,680	242,680	242,680
<u>CAPITAL OUTLAY</u>									
178,728	4,600	0	8850	Vehicles			136,000	136,000	136,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Patrol vehicle purchase	2	50,000	100,000		
				Patrol vehicle upfitting	2	18,000	36,000		
178,728	4,600	0	TOTAL CAPITAL OUTLAY				136,000	136,000	136,000
<u>DEBT SERVICE</u>									
55,511	58,361	30,655	9410-05	Vehicle Lease/Purchase - Principal			31,845	31,845	31,845
				Lease principal payments on patrol vehicles for leases executed 2018-19. Final payment on lease is July 2023.					

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 11 - POLICE Section : 043 - FIELD OPERATIONS Program : 553 - PATROL		2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
8,281	5,432	2,425	9410-10	Vehicle Lease/Purchase - Interest	1,236	1,236	1,236
63,792	63,793	33,080		<u>TOTAL DEBT SERVICE</u>	33,081	33,081	33,081
4,982,674	4,863,502	5,214,171		<i>TOTAL REQUIREMENTS</i>	5,562,744	5,562,744	5,562,744

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 11 - POLICE Section : 043 - FIELD OPERATIONS Program : 562 - RESERVES	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES						
MISCELLANEOUS						
990	4,732	9,361	6331 MVRT Academy Tuition Mid Valley Reserve Training academy revenue is tied directly to the expenditure account of 01-11-043-562.6331. Any unused funds are rolled over to the next fiscal year.	14,468	14,468	14,468
990	4,732	9,361	TOTAL MISCELLANEOUS	14,468	14,468	14,468
990	4,732	9,361	TOTAL RESOURCES	14,468	14,468	14,468

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 11 - POLICE Section : 043 - FIELD OPERATIONS Program : 562 - RESERVES			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
REQUIREMENTS								
PERSONNEL SERVICES								
155	159	500	7000-15	Salaries & Wages - Temporary		500	500	500
				Extra Help - Police Reserves - 0.05 FTE				
10	10	30	7300-05	Fringe Benefits - FICA - Social Security		30	30	30
2	2	7	7300-06	Fringe Benefits - FICA - Medicare		7	7	7
0	0	0	7300-15	Fringe Benefits - PERS - OPSRP - IAP		0	0	0
6	6	16	7300-35	Fringe Benefits - Workers' Compensation Insurance		14	14	14
0	0	0	7300-37	Fringe Benefits - Workers' Benefit Fund		0	0	0
412	0	0	7300-40	Fringe Benefits - Unemployment		0	0	0
0	0	0	7300-45	Fringe Benefits - Paid Family Leave City Share		2	2	2
378	168	20	7400-05	Fringe Benefits - Volunteers - Life Insurance		20	20	20
637	577	1,098	7400-10	Fringe Benefits - Volunteers - Workers' Compensation Insurance		1,098	1,098	1,098
1,599	923	1,671	TOTAL PERSONNEL SERVICES			1,671	1,671	1,671
MATERIALS AND SERVICES								
0	0	1,300	7550	Travel & Education		500	500	500
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Other training (seminars, advanced training)	1	500	500	
0	201	8,200	7630-10	Uniforms - Volunteer		1,000	1,000	1,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Other equipment/uniform needs	1	1,000	1,000	
0	0	200	7660	Materials & Supplies		200	200	200
990	4,732	9,361	7660-31	Materials & Supplies - Mid Valley Reserve Training		14,468	14,468	14,468
				This expenditure account is tied directly to the MVRT revenue account 01-11-043-562.6331				
990	4,933	19,061	TOTAL MATERIALS AND SERVICES			16,168	16,168	16,168
2,589	5,856	20,732	TOTAL REQUIREMENTS			17,839	17,839	17,839

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 11 - POLICE Section : 043 - FIELD OPERATIONS Program : 565 - CANINE		2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES							
<u>MISCELLANEOUS</u>							
0	0	3,500	6400	Donations - Police	3,567	3,567	3,567
0	0	3,500		<u>TOTAL MISCELLANEOUS</u>	3,567	3,567	3,567
0	0	3,500		<i>TOTAL RESOURCES</i>	3,567	3,567	3,567

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 11 - POLICE Section : 043 - FIELD OPERATIONS Program : 565 - CANINE			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
REQUIREMENTS								
<u>MATERIALS AND SERVICES</u>								
-225	4,205	14,920	7550	Travel & Education		7,100	7,100	7,100
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Oregon Police Canine Association fall conference	1	3,000	3,000	
				Oregon Police Canine Association spring conference	1	3,000	3,000	
				Oregon Police Canine Association yearly dues	1	100	100	
				Other training	1	1,000	1,000	
2,409	5,015	8,925	7660	Materials & Supplies		10,815	10,815	10,815
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Medical and professional	1	4,000	4,000	
				Dog food	1	2,000	2,000	
				Leashes, harnesses, kennel supplies, miscellaneous equipment	1	1,000	1,000	
				Boarding	1	1,500	1,500	
				Licenses	1	315	315	
				Bite suit	1	2,000	2,000	
0	0	3,500	7680	Materials & Supplies - Donations		3,567	3,567	3,567
2,184	9,220	27,345		<u>TOTAL MATERIALS AND SERVICES</u>		21,482	21,482	21,482
<u>CAPITAL OUTLAY</u>								
0	0	24,500	8710-15	Equipment - Canine		0	0	0
0	0	24,500		<u>TOTAL CAPITAL OUTLAY</u>		0	0	0
2,184	9,220	51,845		<u>TOTAL REQUIREMENTS</u>		21,482	21,482	21,482

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 11 - POLICE Section : 046 - INVESTIGATIONS AND SUPPORT Program : 501 - ADMINISTRATION	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

224,984	258,423	238,751	7000-05 Salaries & Wages - Regular Full Time Police Captain - 1.00 FTE Police Sergeant - Administration - 1.00 FTE	260,664	269,833	269,833
18,990	11,847	40,000	7000-15 Salaries & Wages - Temporary Extra Help - Park Ranger - 1.25 FTE	41,600	41,600	41,600
1,813	5,520	5,933	7000-20 Salaries & Wages - Overtime	5,026	5,026	5,026
2,880	2,880	2,880	7000-30 Salaries & Wages - Auto Allowance Police Captain's \$240 per month automobile allowance.	2,880	2,880	2,880
15,031	16,862	17,395	7300-05 Fringe Benefits - FICA - Social Security	18,765	19,319	19,319
3,515	3,944	4,169	7300-06 Fringe Benefits - FICA - Medicare	4,497	4,630	4,630
84,643	86,222	79,236	7300-15 Fringe Benefits - PERS - OPSRP - IAP	94,838	97,669	97,669
38,362	39,076	40,460	7300-20 Fringe Benefits - Medical Insurance	40,990	40,990	40,990
3,450	3,450	3,450	7300-22 Fringe Benefits - VEBA Plan	3,450	3,450	3,450
216	168	132	7300-25 Fringe Benefits - Life Insurance	132	132	132
1,165	793	524	7300-30 Fringe Benefits - Long Term Disability	566	566	566
9,968	9,546	9,273	7300-35 Fringe Benefits - Workers' Compensation Insurance	8,764	9,021	9,021
55	49	75	7300-37 Fringe Benefits - Workers' Benefit Fund	75	75	75
101	0	0	7300-40 Fringe Benefits - Unemployment	0	0	0
0	0	0	7300-45 Fringe Benefits - Paid Family Leave City Share	1,117	1,151	1,151
0	291	0	7400-10 Fringe Benefits - Volunteers - Workers' Compensation Insurance	0	0	0
405,173	439,070	442,278	TOTAL PERSONNEL SERVICES	483,364	496,342	496,342

MATERIALS AND SERVICES

958	2,404	2,600	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
15,522	17,123	17,124	7620 Telecommunications	15,720	15,720	15,720
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			16 Telecom - landlines	12	650	7,800
			15 Cell phones	12	615	7,380
			Evidence facility landline	12	45	540

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 11 - POLICE Section : 046 - INVESTIGATIONS AND SUPPORT Program : 501 - ADMINISTRATION			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
638	509	1,600	7630-05	Uniforms - Employee		600	600	600
				Uniforms for Captain and Park Rangers				
615	528	700	7660	Materials & Supplies		700	700	700
709	149	1,000	7720-16	Repairs & Maintenance - Radio & Pagers		1,000	1,000	1,000
26,463	15,035	20,000	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	50	7750-01	Professional Services - Audit & other city-wide prof svc		100	100	100
				Costs shared city-wide for Audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses				
0	0	1,279	7800	M & S Equipment		6,699	6,699	6,699
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Emergency lights for parking enforcement vehicle	1	1,700	1,700	
				Faraday locker box	1	4,999	4,999	
7,747	0	10,100	7800-06	M & S Equipment - Weapons		5,272	5,272	5,272
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				40mm launchers	2	1,500	3,000	
				Glock handguns with lights	4	568	2,272	
52,652	35,748	54,453	<u>TOTAL MATERIALS AND SERVICES</u>			52,691	52,691	52,691
			<u>CAPITAL OUTLAY</u>					
0	0	16,000	8710	Equipment		0	0	0
0	0	16,000	<u>TOTAL CAPITAL OUTLAY</u>			0	0	0
457,825	474,818	512,731	<u>TOTAL REQUIREMENTS</u>			536,055	549,033	549,033

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 11 - POLICE Section : 046 - INVESTIGATIONS AND SUPPORT Program : 550 - BUILDING MAINTENANCE	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

44,668	44,479	48,599	7000-10 Salaries & Wages - Regular Part Time Maintenance Technician - Senior - 0.80 FTE	48,599	48,599	48,599
0	0	0	7000-20 Salaries & Wages - Overtime	0	0	0
2,769	2,758	2,940	7300-05 Fringe Benefits - FICA - Social Security	2,940	2,940	2,940
648	645	705	7300-06 Fringe Benefits - FICA - Medicare	705	705	705
11,752	10,252	11,202	7300-15 Fringe Benefits - PERS - OPSRP - IAP	11,795	11,795	11,795
51	55	60	7300-25 Fringe Benefits - Life Insurance	60	60	60
258	177	120	7300-30 Fringe Benefits - Long Term Disability	120	120	120
1,653	1,646	1,409	7300-35 Fringe Benefits - Workers' Compensation Insurance	1,453	1,453	1,453
17	17	18	7300-37 Fringe Benefits - Workers' Benefit Fund	18	18	18
0	0	0	7300-45 Fringe Benefits - Paid Family Leave City Share	178	178	178
61,816	60,029	65,053	TOTAL PERSONNEL SERVICES	65,868	65,868	65,868

MATERIALS AND SERVICES

0	0	0	7515 City Services Charge expense	1,130	1,130	1,130
43,095	43,177	45,000	7600 Utilities	45,000	45,000	45,000
2,700	2,600	2,940	7610-05 Insurance - Liability	3,250	3,250	3,250
10,600	11,048	12,480	7610-10 Insurance - Property	16,020	16,020	16,020
0	0	100	7630-05 Uniforms - Employee	100	100	100
31,745	32,822	35,000	7650-10 Janitorial - Services	35,000	35,000	35,000
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Garten janitorial services	1	35,000	35,000
1,760	1,833	2,500	7650-15 Janitorial - Supplies	3,300	3,300	3,300
63,547	62,977	71,000	7720-10 Repairs & Maintenance - Building Maintenance	73,000	73,000	73,000
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Carpet cleaning	1	5,700	5,700
			Peterson Cat extended warranty for generator	1	4,000	4,000
			Maintenance contracts	1	44,300	44,300
			Materials and stock	1	9,000	9,000
			Projects and maintenance (painting floors and walls)	1	10,000	10,000
153,447	154,458	169,020	TOTAL MATERIALS AND SERVICES	176,800	176,800	176,800

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 11 - POLICE Section : 046 - INVESTIGATIONS AND SUPPORT Program : 550 - BUILDING MAINTENANCE	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
<u>CAPITAL OUTLAY</u>						
30,574	0	0	8710 Equipment	0	0	0
30,574	0	0	<u>TOTAL CAPITAL OUTLAY</u>	0	0	0
245,836	214,487	234,073	<i>TOTAL REQUIREMENTS</i>	242,668	242,668	242,668

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 11 - POLICE Section : 046 - INVESTIGATIONS AND SUPPORT Program : 559 - PARKING ENFORCEMENT	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
REQUIREMENTS						
PERSONNEL SERVICES						
64,303	39,365	58,523	7000-05 Salaries & Wages - Regular Full Time Parking Enforcement Specialist - 1.00 FTE	58,577	58,577	58,577
0	189	262	7000-20 Salaries & Wages - Overtime	293	293	293
3,873	2,398	3,554	7300-05 Fringe Benefits - FICA - Social Security	3,562	3,562	3,562
906	561	852	7300-06 Fringe Benefits - FICA - Medicare	853	853	853
17,365	8,267	19,625	7300-15 Fringe Benefits - PERS - OPSRP - IAP	17,821	17,821	17,821
17,724	11,816	18,344	7300-20 Fringe Benefits - Medical Insurance	18,552	18,552	18,552
450	300	450	7300-22 Fringe Benefits - VEBA Plan	450	450	450
108	51	66	7300-25 Fringe Benefits - Life Insurance	60	60	60
349	150	0	7300-30 Fringe Benefits - Long Term Disability	134	134	134
2,552	1,400	1,904	7300-35 Fringe Benefits - Workers' Compensation Insurance	1,648	1,648	1,648
18	12	23	7300-37 Fringe Benefits - Workers' Benefit Fund	23	23	23
0	0	0	7300-45 Fringe Benefits - Paid Family Leave City Share	215	215	215
362	472	1,098	7400-10 Fringe Benefits - Volunteers - Workers' Compensation Insurance	1,098	1,098	1,098
108,011	64,980	104,701	TOTAL PERSONNEL SERVICES	103,286	103,286	103,286
MATERIALS AND SERVICES						
-60	0	1,350	7550 Travel & Education Memberships and training	1,300	1,300	1,300
861	1,280	1,500	7590 Fuel - Vehicle & Equipment	3,000	3,000	3,000
408	478	1,100	7630-05 Uniforms - Employee	750	750	750
869	6,955	1,000	7660 Materials & Supplies Tow charges, postal charges, tow stickers, parking permits	3,000	3,000	3,000
120	154	500	7720-14 Repairs & Maintenance - Vehicles	500	500	500
30,734	15,085	15,000	7750 Professional Services Abandoned RV tows for dismantling	52,500	52,500	52,500
0	0	0	7750-01 Professional Services - Audit & other city-wide prof svc	0	0	0
32,932	23,951	20,450	TOTAL MATERIALS AND SERVICES	61,050	61,050	61,050
140,943	88,932	125,151	TOTAL REQUIREMENTS	164,336	164,336	164,336

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 11 - POLICE Section : 046 - INVESTIGATIONS AND SUPPORT Program : 568 - INVESTIGATIONS	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

604,052	604,470	679,719	7000-05 Salaries & Wages - Regular Full Time Police Sergeant - 1.00 FTE Police Officer - 6.00 FTE	759,968	759,968	759,968
5,275	10,076	8,500	7000-15 Salaries & Wages - Temporary Extra Help - Investigations - 0.13 FTE	8,500	8,500	8,500
50,640	68,595	46,986	7000-20 Salaries & Wages - Overtime	72,994	72,994	72,994
3,038	3,750	3,500	7000-35 Salaries & Wages - Clothing Allowance Detectives' \$500 annual clothing allowance.	3,500	3,500	3,500
40,632	42,100	44,690	7300-05 Fringe Benefits - FICA - Social Security	51,119	51,119	51,119
9,503	9,846	10,712	7300-06 Fringe Benefits - FICA - Medicare	12,251	12,251	12,251
298,133	222,521	252,505	7300-15 Fringe Benefits - PERS - OPSRP - IAP	296,714	296,714	296,714
116,804	113,645	127,670	7300-20 Fringe Benefits - Medical Insurance	129,864	129,864	129,864
2,400	2,100	2,100	7300-22 Fringe Benefits - VEBA Plan	2,400	2,400	2,400
712	515	460	7300-25 Fringe Benefits - Life Insurance	462	462	462
2,887	1,880	1,188	7300-30 Fringe Benefits - Long Term Disability	1,522	1,522	1,522
24,743	23,716	23,820	7300-35 Fringe Benefits - Workers' Compensation Insurance	23,560	23,560	23,560
136	135	163	7300-37 Fringe Benefits - Workers' Benefit Fund	164	164	164
0	0	0	7300-40 Fringe Benefits - Unemployment	0	0	0
0	0	0	7300-45 Fringe Benefits - Paid Family Leave City Share	2,815	2,815	2,815
1,158,954	1,103,347	1,202,013	TOTAL PERSONNEL SERVICES	1,365,833	1,365,833	1,365,833

MATERIALS AND SERVICES

5,281	6,163	12,350	7550 Travel & Education	12,850	12,850	12,850
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Supervisor training	1	500	500
			Miscellaneous training	1	3,500	3,500
			Homicide conference	1	3,850	3,850
			Child abuse summit	1	4,000	4,000
			New detective training	1	1,000	1,000
6,015	9,215	6,500	7590 Fuel - Vehicle & Equipment	7,500	7,500	7,500
972	3,606	1,100	7630-05 Uniforms - Employee	1,500	1,500	1,500

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 11 - POLICE Section : 046 - INVESTIGATIONS AND SUPPORT Program : 568 - INVESTIGATIONS				2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
4,233	1,012	4,000	7660	Materials & Supplies			4,000	4,000	4,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Investigative funds	1	2,000	2,000		
				Materials and supplies	1	2,000	2,000		
3,009	3,228	3,000	7720-14	Repairs & Maintenance - Vehicles			3,000	3,000	3,000
1,425	7,629	13,380	7750	Professional Services			11,380	11,380	11,380
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Comcast internet line	1	480	480		
				The last one (TLO)	1	900	900		
				Transcription services	1	10,000	10,000		
0	0	50	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					
686	0	500	7800	M & S Equipment			500	500	500
21,621	30,854	40,880	TOTAL MATERIALS AND SERVICES				40,780	40,780	40,780
<u>CAPITAL OUTLAY</u>									
0	0	0	8850	Vehicles			0	0	0
0	0	0	TOTAL CAPITAL OUTLAY				0	0	0
1,180,575	1,134,201	1,242,893	TOTAL REQUIREMENTS				1,406,613	1,406,613	1,406,613

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 11 - POLICE Section : 046 - INVESTIGATIONS AND SUPPORT Program : 571 - NARCOTICS	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
REQUIREMENTS						
<u>MATERIALS AND SERVICES</u>						
-57	0	0 7620	Telecommunications	0	0	0
-57	0	0	<u>TOTAL MATERIALS AND SERVICES</u>	0	0	0
-57	0	0	<i>TOTAL REQUIREMENTS</i>	0	0	0

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 11 - POLICE Section : 046 - INVESTIGATIONS AND SUPPORT Program : 574 - SCHOOL RESOURCE	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES						
INTERGOVERNMENTAL						
8,147	54,229	53,000	5020-05 McMinnville School Dist #40 - SRO - High School McMinnville School District #40 reimburses the City for 50% of School Resource Officer's salary and fringe benefits for the nine-month school year.	64,800	64,800	64,800
9,089	40,650	63,000	5020-10 McMinnville School Dist #40 - SRO - Middle School McMinnville School District #40 reimburses the City for 50% of School Resource Officer's salary and fringe benefits for the nine-month school year.	62,800	62,800	62,800
17,236	94,879	116,000	TOTAL INTERGOVERNMENTAL	127,600	127,600	127,600
17,236	94,879	116,000	TOTAL RESOURCES	127,600	127,600	127,600

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 11 - POLICE Section : 046 - INVESTIGATIONS AND SUPPORT Program : 574 - SCHOOL RESOURCE		2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
REQUIREMENTS							
PERSONNEL SERVICES							
142,518	144,696	193,564	7000-05	Salaries & Wages - Regular Full Time Police Officer - 2.00 FTE	204,432	204,432	204,432
2,539	3,020	6,500	7000-20	Salaries & Wages - Overtime	6,489	6,489	6,489
8,897	9,056	12,103	7300-05	Fringe Benefits - FICA - Social Security	12,761	12,761	12,761
2,081	2,118	2,901	7300-06	Fringe Benefits - FICA - Medicare	3,059	3,059	3,059
45,246	48,430	66,841	7300-15	Fringe Benefits - PERS - OPSRP - IAP	73,599	73,599	73,599
29,540	28,063	36,688	7300-20	Fringe Benefits - Medical Insurance	37,104	37,104	37,104
600	750	750	7300-22	Fringe Benefits - VEBA Plan	750	750	750
180	140	132	7300-25	Fringe Benefits - Life Insurance	132	132	132
681	505	382	7300-30	Fringe Benefits - Long Term Disability	440	440	440
5,815	5,904	6,482	7300-35	Fringe Benefits - Workers' Compensation Insurance	5,905	5,905	5,905
32	28	46	7300-37	Fringe Benefits - Workers' Benefit Fund	46	46	46
0	0	0	7300-45	Fringe Benefits - Paid Family Leave City Share	746	746	746
238,129	242,710	326,389	TOTAL PERSONNEL SERVICES		345,463	345,463	345,463
MATERIALS AND SERVICES							
1,615	1,274	3,700	7550	Travel & Education	2,500	2,500	2,500
0	13	300	7660	Materials & Supplies	300	300	300
0	57	0	7750	Professional Services	0	0	0
0	0	50	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
0	0	0	7800	M & S Equipment	0	0	0
1,615	1,344	4,050	TOTAL MATERIALS AND SERVICES		2,900	2,900	2,900
239,744	244,053	330,439	TOTAL REQUIREMENTS		348,363	348,363	348,363

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 11 - POLICE Section : 046 - INVESTIGATIONS AND SUPPORT Program : 575 - UNMANNED AIRCRAFT SYSTEM			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
REQUIREMENTS								
<u>MATERIALS AND SERVICES</u>								
0	0	0	7550	Travel & Education		6,000	6,000	6,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Law enforcement drone association conference	1	4,000	4,000	
				Pilot training	1	1,200	1,200	
				Membership in drone association	1	800	800	
0	0	0	7660	Materials & Supplies		0	0	0
0	0	0	7800	M & S Equipment		8,300	8,300	8,300
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Loud speaker and spot light combination attachment	1	2,000	2,000	
				Flight management software	1	3,500	3,500	
				Small drone	1	2,800	2,800	
0	0	0	<u>TOTAL MATERIALS AND SERVICES</u>			14,300	14,300	14,300
<u>CAPITAL OUTLAY</u>								
0	0	0	8710	Equipment		16,100	16,100	16,100
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Drone (larger)	1	16,100	16,100	
0	0	0	<u>TOTAL CAPITAL OUTLAY</u>			16,100	16,100	16,100
0	0	0	<u>TOTAL REQUIREMENTS</u>			30,400	30,400	30,400

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 11 - POLICE Section : 046 - INVESTIGATIONS AND SUPPORT Program : 577 - IN-SERVICE	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES						
CHARGES FOR SERVICES						
11,500	12,000	12,000	5380-02 Facility Rentals - Training Facility Revenue received from neighboring agencies for use of the Firearms Facility.	12,000	12,000	12,000
11,500	12,000	12,000	TOTAL CHARGES FOR SERVICES	12,000	12,000	12,000
11,500	12,000	12,000	TOTAL RESOURCES	12,000	12,000	12,000

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 11 - POLICE Section : 046 - INVESTIGATIONS AND SUPPORT Program : 577 - IN-SERVICE				2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
REQUIREMENTS									
MATERIALS AND SERVICES									
289	750	3,830	7550-05	Travel & Education - Defensive Tactics		1,500	1,500	1,500	
			<u>Description</u>		<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			New instructor training		1	1,500	1,500		
999	677	1,000	7550-10	Travel & Education - Driving Training		1,000	1,000	1,000	
1,618	1,578	4,000	7550-20	Travel & Education - Firearms Training		3,000	3,000	3,000	
			<u>Description</u>		<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Firearms instructor development (existing instructors)		1	2,000	2,000		
			Firearms instructor development (new instructors)		1	1,000	1,000		
14,726	11,317	29,297	7660	Materials & Supplies		42,300	42,300	42,300	
			<u>Description</u>		<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Firearms ammunition (handgun, rifle, shotgun) duty and training		1	28,000	28,000		
			Firearms supplies and maintenance		1	4,000	4,000		
			Confrontation Simulation training equipment		1	5,500	5,500		
			Tactical first aid training equipment		1	2,700	2,700		
			Defensive tactics training mats		1	1,000	1,000		
			Defensive tactics portable shelter		1	200	200		
			40mm ammunitions (training)		1	900	900		
3,543	299	2,100	7720-18	Repairs & Maintenance - Training Facility		4,100	4,100	4,100	
			<u>Description</u>		<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Gravel		1	3,000	3,000		
			Chem can rental		1	500	500		
			Range construction		1	600	600		
5,632	5,632	5,800	7800	M & S Equipment		20,850	20,850	20,850	
			<u>Description</u>		<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Taser 7 bundle plan		15	1,390	20,850		
26,807	20,253	46,027	TOTAL MATERIALS AND SERVICES			72,750	72,750	72,750	
26,807	20,253	46,027	TOTAL REQUIREMENTS			72,750	72,750	72,750	

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 11 - POLICE Section : 046 - INVESTIGATIONS AND SUPPORT Program : 583 - EVIDENCE	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

63,936	65,158	69,015	7000-05 Salaries & Wages - Regular Full Time Police Evidence & Property Technician - 1.00 FTE	72,136	72,136	72,136
11,323	15,201	21,182	7000-10 Salaries & Wages - Regular Part Time Management Support Specialist - 0.48 FTE	22,459	22,459	22,459
2,452	1,385	2,530	7000-20 Salaries & Wages - Overtime	2,537	2,537	2,537
4,760	4,984	5,621	7300-05 Fringe Benefits - FICA - Social Security	5,879	5,879	5,879
1,113	1,166	1,347	7300-06 Fringe Benefits - FICA - Medicare	1,410	1,410	1,410
20,937	23,747	27,123	7300-15 Fringe Benefits - PERS - OPSRP - IAP	29,417	29,417	29,417
17,724	17,724	18,344	7300-20 Fringe Benefits - Medical Insurance	18,552	18,552	18,552
450	450	450	7300-22 Fringe Benefits - VEBA Plan	450	450	450
108	80	60	7300-25 Fringe Benefits - Life Insurance	60	60	60
349	241	160	7300-30 Fringe Benefits - Long Term Disability	168	168	168
61	69	202	7300-35 Fringe Benefits - Workers' Compensation Insurance	186	186	186
27	27	34	7300-37 Fringe Benefits - Workers' Benefit Fund	34	34	34
0	0	0	7300-45 Fringe Benefits - Paid Family Leave City Share	345	345	345
123,240	130,232	146,068	TOTAL PERSONNEL SERVICES	153,633	153,633	153,633

MATERIALS AND SERVICES

422	80	900	7550 Travel & Education	2,000	2,000	2,000
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Trainings for evidence personnel	1	2,000	2,000
302	473	500	7590 Fuel - Vehicle & Equipment	500	500	500
1,628	679	1,250	7630-05 Uniforms - Employee	1,000	1,000	1,000
7,131	9,660	1,000	7660 Materials & Supplies	2,500	2,500	2,500
0	223	200	7720-14 Repairs & Maintenance - Vehicles	300	300	300
0	26	6,500	7750 Professional Services	8,000	8,000	8,000
			Vehicle tows (evidence, maintenance, RV tows)			
0	0	0	7750-01 Professional Services - Audit & other city-wide prof svc	100	100	100
251	251	250	7790 Maintenance & Rental Contracts	250	250	250
			Evidence storage building alarm contract			

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 11 - POLICE Section : 046 - INVESTIGATIONS AND SUPPORT Program : 583 - EVIDENCE				2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
4,028	0	1,000	7800	M & S Equipment			1,000	1,000	1,000
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
			Faraday bag	1	1,000	1,000			
13,764	11,393	11,600	<u>TOTAL MATERIALS AND SERVICES</u>				15,650	15,650	15,650
137,004	141,625	157,668	<i>TOTAL REQUIREMENTS</i>				169,283	169,283	169,283

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 11 - POLICE Section : 046 - INVESTIGATIONS AND SUPPORT Program : 586 - PROFESSIONAL STANDARDS	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
REQUIREMENTS						
<u>MATERIALS AND SERVICES</u>						
1,705	0	0	7550	Travel & Education	0	0
49	1,727	2,975	7660	Materials & Supplies	2,975	2,975
1,754	1,727	2,975		<u>TOTAL MATERIALS AND SERVICES</u>	2,975	2,975
1,754	1,727	2,975		TOTAL REQUIREMENTS	2,975	2,975

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 13 - MUNICIPAL COURT Section : 060 - COURT Program : N/A		2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES							
INTERGOVERNMENTAL							
0	13,673	48,000	4546	American Rescue Plan	32,920	0	0
0	13,673	48,000		TOTAL INTERGOVERNMENTAL	32,920	0	0
FINES AND FORFEITURES							
349,795	330,495	375,000	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.	360,000	360,000	360,000
200	50	100	6140	Peer Court Assessment Prior to 2012, individuals cited were assessed \$10 which was passed through to the Yamhill County Peer Court Program. The Court will continue to collect assessments on citations issued prior to 2012.	100	100	100
2,070	1,396	2,000	6150	Court Appointed Attorney Fees Municipal Court defendants charged with misdemeanors must be provided an attorney at City expense if the defendants allege they can not afford to hire counsel. Whenever possible, defendants are required to reimburse the City for court-appointed attorney costs.	5,000	5,000	5,000
352,066	331,941	377,100		TOTAL FINES AND FORFEITURES	365,100	365,100	365,100
MISCELLANEOUS							
6,305	256	300	6600-93	Other Income - Municipal Court	500	500	500
6,305	256	300		TOTAL MISCELLANEOUS	500	500	500
358,371	345,870	425,400		TOTAL RESOURCES	398,520	365,600	365,600

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 13 - MUNICIPAL COURT Section : 060 - COURT Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

-1,713	590	0	7000 Salaries & Wages	0	0	0
179,659	208,742	236,087	7000-05 Salaries & Wages - Regular Full Time Finance Director - 0.05 FTE Court Supervisor - 1.00 FTE Senior Court Clerk - 0.95 FTE Court Clerk I - 1.00 FTE	215,900	215,900	215,900
69,244	48,636	92,545	7000-10 Salaries & Wages - Regular Part Time Judge - 0.25 FTE Court Clerk I - 0.90 FTE - (ARPA: 9 mths full-time; 3 mths part-time 24 hrs/wk) Municipal Court - Interpreter - 0.06 FTE Municipal Court Security Officer - 0.20 FTE	132,398	132,398	132,398
22,854	2,189	0	7000-15 Salaries & Wages - Temporary	0	0	0
7,919	1	0	7000-20 Salaries & Wages - Overtime	5,000	5,000	5,000
565	224	0	7300 Fringe Benefits	0	0	0
16,842	15,609	19,883	7300-05 Fringe Benefits - FICA - Social Security	21,375	21,375	21,375
3,939	3,650	4,764	7300-06 Fringe Benefits - FICA - Medicare	5,122	5,122	5,122
83,246	74,844	100,455	7300-15 Fringe Benefits - PERS - OPSRP - IAP	107,055	107,055	107,055
55,208	61,167	69,836	7300-20 Fringe Benefits - Medical Insurance	69,536	69,536	69,536
11,363	9,113	8,925	7300-22 Fringe Benefits - VEBA Plan	8,888	8,888	8,888
331	303	243	7300-25 Fringe Benefits - Life Insurance	240	240	240
950	746	390	7300-30 Fringe Benefits - Long Term Disability	616	616	616
372	339	395	7300-35 Fringe Benefits - Workers' Compensation Insurance	387	387	387
79	74	104	7300-37 Fringe Benefits - Workers' Benefit Fund	106	106	106
1,209	0	0	7300-40 Fringe Benefits - Unemployment	0	0	0
0	0	0	7300-45 Fringe Benefits - Paid Family Leave City Share	1,279	1,279	1,279
452,068	426,227	533,627	TOTAL PERSONNEL SERVICES	567,902	567,902	567,902

MATERIALS AND SERVICES

7,977	3,929	0	7500 Credit Card Fees	0	0	0
929	2,325	3,000	7510 Service Fees	0	0	0
0	840	11,000	7520 Public Notices & Printing	0	0	0

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 13 - MUNICIPAL COURT Section : 060 - COURT Program : N/A			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
380	413	500	7540	Employee Events		700	700	700
				Costs shared city-wide for employee training, materials, and events.				
2,816	635	7,000	7550	Travel & Education		7,000	7,000	7,000
				Professional memberships, dues, subscriptions, reference materials, and attendance at legal seminars for the City Judge, City Prosecutor, and Municipal Court staff; also includes travel and meal costs.				
3,600	4,473	5,050	7610-05	Insurance - Liability		5,560	5,560	5,560
5,605	5,581	5,500	7620	Telecommunications		5,700	5,700	5,700
0	0	1,000	7630	Uniforms		1,500	1,500	1,500
3,729	2,319	6,000	7660-05	Materials & Supplies - Office Supplies		16,500	16,500	16,500
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				General Municipal Court Supplies	1	6,500	6,500	
				Community Court Supplies - ARPA funded	1	10,000	10,000	
3,373	2,892	4,750	7660-15	Materials & Supplies - Postage		6,500	6,500	6,500
2,885	1,792	1,500	7750	Professional Services		800	800	800
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				General professional services	1	800	800	
0	0	890	7750-01	Professional Services - Audit & other city-wide prof svc		1,300	1,300	1,300
				Costs shared city-wide for Audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses				
825	5,025	1,500	7750-12	Professional Services - Contract Judge		1,500	1,500	1,500
				Back-up Judge if necessary to cover Judge's absences. FY22 had extraordinary cost during new Judge recruitment process.				
13,750	16,675	17,500	7750-15	Professional Services - Court Appointed Attorney		22,000	22,000	22,000
				Attorney costs for legal defense of Municipal Court defendants unable to afford their own legal counsel. Reimbursement of costs assessed against defendants received through revenue account 6150, Court Appointed Attorney Fees.				
0	0	0	7750-18	Professional Services - Contract Prosecutor		0	0	0
				Back-up prosecutor if necessary to cover City Prosecutor's absences and legal conflicts.				
291	31	100	7750-21	Professional Services - Security		200	200	200
				Security contract to provide panic button monitoring.				
200	50	100	7750-22	Professional Services - Peer Court Assessment		100	100	100
				Peer Court assessments collected by Municipal Court are passed through to the Yamhill County Peer Court Program.				
822	870	1,750	7800	M & S Equipment		1,200	1,200	1,200
8,572	11,483	11,761	7840	M & S Computer Charges		12,110	12,110	12,110
				I.S. Fund materials & supplies costs shared city-wide				
12,672	11,155	23,400	7840-25	M & S Computer Charges - Municipal Court		20,450	20,450	20,450

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 13 - MUNICIPAL COURT Section : 060 - COURT Program : N/A			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			E-Ticketing Maintenance - 33%, shared with Police Dept	1	5,400	5,400		
			Caselle Utils / Integration	1	5,000	5,000		
			Caselle Maintenance	1	6,000	6,000		
			Notification Software	1	1,500	1,500		
			Replacement Monitors (6)	6	250	1,500		
			Office 365 Licensing (4)	1	1,050	1,050		
409	314	500	8050 Trial Expense				500	500
			Juror, witness, and special interpreter fees for Municipal Court jury and non-jury trials.					500
68,834	70,803	102,801	<u>TOTAL MATERIALS AND SERVICES</u>			103,620	103,620	103,620
			<u>CAPITAL OUTLAY</u>					
0	1,070	0	8750 Capital Outlay Computer Charges				3,247	3,247
			I.S. Fund capital outlay costs shared city-wide					3,247
0	1,070	0	<u>TOTAL CAPITAL OUTLAY</u>			3,247	3,247	3,247
520,902	498,100	636,428	<u>TOTAL REQUIREMENTS</u>			674,769	674,769	674,769

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 13 - MUNICIPAL COURT Section : 063 - PARKING TICKETS Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES						
<u>FINES AND FORFEITURES</u>						
5,625	1,949	4,500	6130 Parking Tickets Downtown Parking Patrol and Police Officer parking citations revenue.	12,000	12,000	12,000
5,625	1,949	4,500	<u>TOTAL FINES AND FORFEITURES</u>	12,000	12,000	12,000
5,625	1,949	4,500	<i>TOTAL RESOURCES</i>	12,000	12,000	12,000

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 13 - MUNICIPAL COURT Section : 063 - PARKING TICKETS Program : N/A		2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
REQUIREMENTS							
PERSONNEL SERVICES							
14,103	9,843	3,115	7000-05	Salaries & Wages - Regular Full Time Senior Court Clerk - 0.05 FTE	3,336	3,336	3,336
0	0	0	7000-10	Salaries & Wages - Regular Part Time	0	0	0
851	0	0	7000-20	Salaries & Wages - Overtime	501	501	501
886	578	188	7300-05	Fringe Benefits - FICA - Social Security	232	232	232
207	135	45	7300-06	Fringe Benefits - FICA - Medicare	55	55	55
3,870	2,859	905	7300-15	Fringe Benefits - PERS - OPSRP - IAP	1,162	1,162	1,162
5,159	3,527	1,106	7300-20	Fringe Benefits - Medical Insurance	1,122	1,122	1,122
750	0	150	7300-22	Fringe Benefits - VEBA Plan	150	150	150
27	15	3	7300-25	Fringe Benefits - Life Insurance	3	3	3
78	42	0	7300-30	Fringe Benefits - Long Term Disability	8	8	8
20	14	4	7300-35	Fringe Benefits - Workers' Compensation Insurance	5	5	5
5	3	1	7300-37	Fringe Benefits - Workers' Benefit Fund	1	1	1
0	0	0	7300-45	Fringe Benefits - Paid Family Leave City Share	12	12	12
25,956	17,015	5,517	TOTAL PERSONNEL SERVICES		6,587	6,587	6,587
MATERIALS AND SERVICES							
69	8	100	7510	Service Fees	100	100	100
0	0	20	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
69	8	120	TOTAL MATERIALS AND SERVICES		200	200	200
26,025	17,024	5,637	TOTAL REQUIREMENTS		6,787	6,787	6,787

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 15 - FIRE Section : 070 - FIRE ADMINISTRATION & OPERATIONS Program : N/A		2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES							
<u>LICENSES AND PERMITS</u>							
0	0	0	4213-15	Specialty Business License - Care Homes	0	0	0
4,628	8,660	7,500	4490	Licenses & Permits - Misc	8,500	0	0
4,628	8,660	7,500	TOTAL LICENSES AND PERMITS		8,500	0	0
<u>INTERGOVERNMENTAL</u>							
0	0	363,636	4545	Federal FEMA Grant	450,000	0	0
34,974	35,424	38,000	4555	Ground Emergency Medical Transport (GEMT) Reimbursement	47,300	0	0
0	0	0	4773-05	OR Dept of Public Safety Standards & Training (DPSST) - Wildland Training Grant	0	0	0
0	0	0	4774-05	OR State Fire Marshall - 2022 Wildfire Season Staff Grant	0	0	0
56,457	27,072	10,000	4840-05	OR Conflagration Reimbursement - Personnel	10,000	0	0
28,957	17,474	5,000	4840-10	OR Conflagration Reimbursement - Equipment	5,000	0	0
0	0	0	5030	McMinnville Rural Fire District	0	0	0
398,493	410,447	575,000	5030-05	McMinnville Rural Fire District - Contract Fire Protection	592,250	0	0
95,895	64,229	0	5035-10	Amity Fire District - Admin/Training Svcs Contract	0	0	0
3,822	0	0	5036	City of Dundee	0	0	0
618,598	554,646	991,636	TOTAL INTERGOVERNMENTAL		1,104,550	0	0
<u>CHARGES FOR SERVICES</u>							
21,357	1,684	12,500	5340	Fire Department Service Fees	12,000	0	0
27,953	28,512	28,000	5400	Property Rentals	29,367	0	0
49,310	30,196	40,500	TOTAL CHARGES FOR SERVICES		41,367	0	0
<u>FINES AND FORFEITURES</u>							
600	0	600	6115	Code Enforcement	0	0	0
600	0	600	TOTAL FINES AND FORFEITURES		0	0	0
<u>MISCELLANEOUS</u>							
20,909	24,481	25,000	6310-07	Interest - LOSAP	26,000	0	0
0	6,381	1,000	6410	Donations - Fire	1,000	0	0
23,116	2,302	10,000	6600	Other Income	3,500	0	0

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 15 - FIRE Section : 070 - FIRE ADMINISTRATION & OPERATIONS Program : N/A		2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
1,860	19,609	0	6600-05	Other Income - Workers' Comp Reimbursement	0	0	0
24,266	0	24,000	6600-07	Other Income - LOSAP	0	0	0
0	24,778	26,000	6600-22	Other Income - Airshow	45,743	0	0
70,150	77,551	86,000	<u>TOTAL MISCELLANEOUS</u>		76,243	0	0
<u>OTHER FINANCING SOURCE</u>							
0	11,700	0	6845	Proceeds from asset sale	0	0	0
0	11,700	0	<u>TOTAL OTHER FINANCING SOURCE</u>		0	0	0
743,286	682,753	1,126,236	<u>TOTAL RESOURCES</u>		1,230,660	0	0

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 15 - FIRE Section : 070 - FIRE ADMINISTRATION & OPERATIONS Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
REQUIREMENTS						
<u>PERSONNEL SERVICES</u>						
4,521	4,742	0	7000	Salaries & Wages	0	0
1,333,449	1,359,120	1,591,911	7000-05	Salaries & Wages - Regular Full Time	1,609,396	0
21,901	13,937	41,948	7000-10	Salaries & Wages - Regular Part Time	0	0
7,256	7,665	18,000	7000-15	Salaries & Wages - Temporary	31,200	0
24,815	23,630	30,000	7000-17	Salaries & Wages - Volunteer Reimbursement	30,000	0
179,976	333,972	185,028	7000-20	Salaries & Wages - Overtime	223,970	0
308	525	900	7000-37	Salaries & Wages - Medical Opt Out Incentive	1,065	0
1,566	848	0	7300	Fringe Benefits	0	0
94,779	105,345	112,608	7300-05	Fringe Benefits - FICA - Social Security	114,459	0
22,166	24,686	27,087	7300-06	Fringe Benefits - FICA - Medicare	27,487	0
485,942	550,595	599,463	7300-15	Fringe Benefits - PERS - OPSRP - IAP	635,471	0
255,588	240,694	323,992	7300-20	Fringe Benefits - Medical Insurance	279,238	0
51,938	46,356	65,500	7300-22	Fringe Benefits - VEBA Plan	54,188	0
1,733	1,271	1,198	7300-25	Fringe Benefits - Life Insurance	1,100	0
6,947	4,562	3,296	7300-30	Fringe Benefits - Long Term Disability	3,464	0
47,068	49,280	66,767	7300-35	Fringe Benefits - Workers' Compensation Insurance	68,393	0
455	427	555	7300-37	Fringe Benefits - Workers' Benefit Fund	526	0
312	0	0	7300-40	Fringe Benefits - Unemployment	0	0
0	0	0	7300-45	Fringe Benefits - Paid Family Leave City Share	6,049	0
1,729	989	240	7400-05	Fringe Benefits - Volunteers - Life Insurance	264	0
11,280	11,296	14,018	7400-10	Fringe Benefits - Volunteers - Workers' Compensation Insurance	14,018	0
19,716	25,649	22,000	7400-15	Fringe Benefits - Volunteers - Fire Volunteer LOSA - Current	30,000	0
0	0	0	7400-21	Fringe Benefits - Volunteers - Fire Volunteer LOSA - Life Ins	0	0
7,347	7,347	7,500	7400-25	Fringe Benefits - Volunteers - Volunteer Accident Insurance	7,500	0
2,580,790	2,812,937	3,112,011		TOTAL PERSONNEL SERVICES	3,137,788	0
<u>MATERIALS AND SERVICES</u>						
0	0	0	7515	City Services Charge expense	2,730	0

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET		Department : 15 - FIRE Section : 070 - FIRE ADMINISTRATION & OPERATIONS Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
0	0	0	7530	Training	0	0	0
1,451	1,885	4,700	7540	Employee Events	2,500	0	0
23,407	24,438	30,500	7550	Travel & Education	28,500	0	0
19,113	26,900	30,000	7590	Fuel - Vehicle & Equipment	38,000	0	0
15,843	16,509	17,000	7600	Utilities	21,000	0	0
0	0	0	7600-04	Utilities - Water	0	0	0
24,300	26,646	30,110	7610-05	Insurance - Liability	37,890	0	0
31,300	30,527	34,500	7610-10	Insurance - Property	37,730	0	0
23,597	24,438	25,000	7620	Telecommunications	25,000	0	0
7,319	15,463	16,000	7630-05	Uniforms - Employee	16,000	0	0
52,384	58,049	70,000	7630-15	Uniforms - Protective Clothing	68,500	0	0
8,842	11,960	9,000	7650	Janitorial	12,000	0	0
26,160	17,341	41,000	7660	Materials & Supplies	39,000	0	0
0	6,381	1,000	7680	Materials & Supplies - Donations	1,000	0	0
2,391	2,146	3,000	7700	Hazardous Materials	1,000	0	0
0	0	0	7710	Materials & Supplies - Grants	0	0	0
1,340	788	4,000	7720	Repairs & Maintenance	2,500	0	0
2,790	2,178	5,000	7720-06	Repairs & Maintenance - Equipment	5,000	0	0
72,486	67,615	56,000	7720-08	Repairs & Maintenance - Building Repairs	56,000	0	0
99,566	100,160	60,000	7720-14	Repairs & Maintenance - Vehicles	60,000	0	0
9,828	2,893	10,000	7720-16	Repairs & Maintenance - Radio & Pagers	10,000	0	0
3,163	4,257	6,000	7720-22	Repairs & Maintenance - Breathing Apparatus	5,000	0	0
74,404	137,844	123,100	7750	Professional Services	71,625	0	0
0	0	7,140	7750-01	Professional Services - Audit & other city-wide prof svc	6,800	0	0
16,180	18,016	41,539	7790	Maintenance & Rental Contracts	41,539	0	0
36,203	2,146	6,000	7800	M & S Equipment	6,000	0	0
5,261	2,947	5,000	7800-09	M & S Equipment - Radios	5,000	0	0
496	12,500	5,000	7800-30	M & S Equipment - Breathing Apparatus	4,000	0	0
0	0	0	7820	M & S Equipment - Grants	0	0	0
24,643	35,726	48,516	7840	M & S Computer Charges	39,358	0	0

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET		Department : 15 - FIRE Section : 070 - FIRE ADMINISTRATION & OPERATIONS Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
41,427	45,134	40,940	7840-30	M & S Computer Charges - Fire	46,800	0	0
68,636	72,060	70,000	8090	Hydrant Rental & Maintenance	75,000	0	0
3,786	3,846	18,000	8110	Hoses, Nozzles, & Adapters	15,000	0	0
5,185	5,321	5,500	8120	Hose & Ladder Testing	7,000	0	0
701,500	776,114	823,545		<u>TOTAL MATERIALS AND SERVICES</u>	787,472	0	0
<u>CAPITAL OUTLAY</u>							
67,153	0	0	8710	Equipment	0	0	0
0	0	400,000	8720	Equipment - Grants	500,000	0	0
0	3,330	0	8750	Capital Outlay Computer Charges	10,552	0	0
16,755	0	0	8750-30	Capital Outlay Computer Charges - Fire	12,000	0	0
68,679	16,128	0	8800	Building Improvements	0	0	0
44,993	0	0	8850	Vehicles	55,000	0	0
197,580	19,459	400,000		<u>TOTAL CAPITAL OUTLAY</u>	577,552	0	0
<u>DEBT SERVICE</u>							
88,087	90,839	93,677	9442-05	2014 Fire Vehicle Financing - Principal	70,000	0	0
27,205	24,453	21,615	9442-10	2014 Fire Vehicle Financing - Interest	45,000	0	0
115,291	115,291	115,292		<u>TOTAL DEBT SERVICE</u>	115,000	0	0
3,595,162	3,723,801	4,450,848		<u>TOTAL REQUIREMENTS</u>	4,617,812	0	0

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 15 - FIRE Section : 073 - FIRE PREVENTION & LIFE SAFETY Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES						
INTERGOVERNMENTAL						
0	0	0	4774-06 OR State Fire Marshall - Wildland/Urban Interface	0	0	0
0	0	0	TOTAL INTERGOVERNMENTAL	0	0	0
0	0	0	TOTAL RESOURCES	0	0	0

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 15 - FIRE Section : 073 - FIRE PREVENTION & LIFE SAFETY Program : N/A		2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
REQUIREMENTS							
<u>PERSONNEL SERVICES</u>							
222,598	210,517	227,849	7000-05	Salaries & Wages - Regular Full Time	233,396	0	0
0	0	0	7000-15	Salaries & Wages - Temporary	0	0	0
285	185	0	7000-17	Salaries & Wages - Volunteer Reimbursement	0	0	0
6,892	8,267	9,996	7000-20	Salaries & Wages - Overtime	9,995	0	0
13,909	13,254	14,390	7300-05	Fringe Benefits - FICA - Social Security	14,726	0	0
3,253	3,100	3,448	7300-06	Fringe Benefits - FICA - Medicare	3,529	0	0
77,795	69,142	74,649	7300-15	Fringe Benefits - PERS - OPSRP - IAP	84,854	0	0
38,113	36,026	37,291	7300-20	Fringe Benefits - Medical Insurance	43,948	0	0
7,500	6,500	6,500	7300-22	Fringe Benefits - VEBA Plan	7,500	0	0
216	168	132	7300-25	Fringe Benefits - Life Insurance	132	0	0
1,136	771	510	7300-30	Fringe Benefits - Long Term Disability	542	0	0
7,795	8,004	9,300	7300-35	Fringe Benefits - Workers' Compensation Insurance	9,639	0	0
40	40	46	7300-37	Fringe Benefits - Workers' Benefit Fund	46	0	0
14	0	0	7300-40	Fringe Benefits - Unemployment	0	0	0
0	0	0	7300-45	Fringe Benefits - Paid Family Leave City Share	857	0	0
19	97	200	7400-10	Fringe Benefits - Volunteers - Workers' Compensation Insurance	200	0	0
379,565	356,071	384,311	<u>TOTAL PERSONNEL SERVICES</u>		409,364	0	0
<u>MATERIALS AND SERVICES</u>							
174	101	300	7540	Employee Events	0	0	0
2,908	5,024	5,000	7550	Travel & Education	9,000	0	0
0	0	0	7680	Materials & Supplies - Donations	0	0	0
0	0	0	7710	Materials & Supplies - Grants	0	0	0
1,540	1,540	1,540	7750	Professional Services	500	0	0
0	0	50	7750-01	Professional Services - Audit & other city-wide prof svc	100	0	0
3,652	4,136	5,000	8080	Fire Prevention Education	8,000	0	0
8,274	10,801	11,890	<u>TOTAL MATERIALS AND SERVICES</u>		17,600	0	0
387,839	366,871	396,201	<u>TOTAL REQUIREMENTS</u>		426,964	0	0

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 15 - FIRE Section : 079 - AMBULANCE Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES						
INTERGOVERNMENTAL						
0	0	0	4545 Federal FEMA Grant	0	0	0
0	0	250,000	4546 American Rescue Plan	212,000	0	0
0	0	0	4549-05 US Dept of Health & Human Services - CARES Act Provider Relief Fund	0	0	0
112,087	80,052	119,000	4555 Ground Emergency Medical Transport (GEMT) Reimbursement	108,751	0	0
0	679,197	1,000,000	4555-05 Ground Emergency Medical Transport (GEMT) Reimbursement - Coordinated Care Org (CCO)	750,000	0	0
42,815	5,805	10,000	4840-05 OR Conflagration Reimbursement - Personnel	10,000	0	0
10,958	0	0	4840-10 OR Conflagration Reimbursement - Equipment	0	0	0
95,895	57,340	0	5035-10 Amity Fire District - Admin/Training Svcs Contract	0	0	0
3,822	0	0	5036 City of Dundee	0	0	0
265,577	822,393	1,379,000	TOTAL INTERGOVERNMENTAL	1,080,751	0	0
CHARGES FOR SERVICES						
2,987,019	3,115,521	3,536,000	5700 Transport Fees	3,600,000	0	0
136,092	147,475	136,000	5710 FireMed Fees	136,000	0	0
3,123,111	3,262,996	3,672,000	TOTAL CHARGES FOR SERVICES	3,736,000	0	0
MISCELLANEOUS						
0	0	0	6460 Donations - Ambulance	0	0	0
10,778	1,106	0	6600 Other Income	2,000	0	0
3,455	36,417	0	6600-05 Other Income - Workers' Comp Reimbursement	0	0	0
0	13,342	15,000	6600-22 Other Income - Airshow	16,000	0	0
22,280	20,371	10,000	6610 Collections - EMS	10,000	0	0
36,513	71,237	25,000	TOTAL MISCELLANEOUS	28,000	0	0

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 15 - FIRE Section : 079 - AMBULANCE Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
<u>OTHER FINANCING SOURCE</u>						
29,447	7,100	0	6845 Proceeds from asset sale	0	0	0
29,447	7,100	0	<u>TOTAL OTHER FINANCING SOURCE</u>	0	0	0
3,454,649	4,163,727	5,076,000	<i>TOTAL RESOURCES</i>	4,844,751	0	0

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 15 - FIRE Section : 079 - AMBULANCE Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
REQUIREMENTS						
<u>PERSONNEL SERVICES</u>						
6,822	4,190	0	7000	Salaries & Wages	0	0
2,072,507	2,008,601	2,422,150	7000-05	Salaries & Wages - Regular Full Time	2,543,296	0
40,673	25,883	77,904	7000-10	Salaries & Wages - Regular Part Time	0	0
277,317	584,845	314,976	7000-20	Salaries & Wages - Overtime	415,036	0
572	175	300	7000-37	Salaries & Wages - Medical Opt Out Incentive	1,635	0
2,609	-797	0	7300	Fringe Benefits	0	0
144,857	159,335	170,197	7300-05	Fringe Benefits - FICA - Social Security	179,020	0
33,878	37,280	40,819	7300-06	Fringe Benefits - FICA - Medicare	42,921	0
768,075	850,365	931,068	7300-15	Fringe Benefits - PERS - OPSRP - IAP	1,014,218	0
379,519	352,100	515,132	7300-20	Fringe Benefits - Medical Insurance	426,530	0
81,312	73,644	106,000	7300-22	Fringe Benefits - VEBA Plan	84,563	0
2,677	1,899	1,891	7300-25	Fringe Benefits - Life Insurance	1,831	0
10,599	6,672	4,948	7300-30	Fringe Benefits - Long Term Disability	5,433	0
77,399	77,741	107,514	7300-35	Fringe Benefits - Workers' Compensation Insurance	114,590	0
715	665	900	7300-37	Fringe Benefits - Workers' Benefit Fund	857	0
173	0	0	7300-40	Fringe Benefits - Unemployment	0	0
0	0	0	7300-45	Fringe Benefits - Paid Family Leave City Share	9,384	0
3,899,705	4,182,598	4,693,799		TOTAL PERSONNEL SERVICES	4,839,314	0
<u>MATERIALS AND SERVICES</u>						
1,978	1,951	1,600	7500	Credit Card Fees	1,600	0
0	0	0	7515	City Services Charge expense	160	0
2,261	1,340	3,300	7540	Employee Events	4,600	0
18,203	17,044	32,000	7550	Travel & Education	30,000	0
35,469	57,085	75,000	7590	Fuel - Vehicle & Equipment	75,000	0
5,099	5,320	5,500	7600	Utilities	7,000	0
0	0	0	7600-04	Utilities - Water	0	0
27,800	31,222	35,280	7610-05	Insurance - Liability	43,580	0

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 15 - FIRE Section : 079 - AMBULANCE Program : N/A		2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
17,000	16,873	19,070	7610-10	Insurance - Property	19,350	0	0
26,577	27,817	27,000	7620	Telecommunications	27,000	0	0
9,936	18,208	29,932	7630-05	Uniforms - Employee	29,932	0	0
63	88	1,000	7640	Laundry	500	0	0
2,931	249	4,000	7650	Janitorial	4,000	0	0
23,250	21,138	36,125	7660	Materials & Supplies	36,125	0	0
21	0	0	7660-15	Materials & Supplies - Postage	0	0	0
126,528	120,964	125,000	7660-45	Materials & Supplies - Medical Equipment & Supplies	137,000	0	0
1,425	1,600	1,500	7660-55	Materials & Supplies - Oxygen	1,500	0	0
0	0	0	7680	Materials & Supplies - Donations	0	0	0
2,565	6,797	6,000	7720-06	Repairs & Maintenance - Equipment	5,000	0	0
23,674	18,397	20,000	7720-08	Repairs & Maintenance - Building Repairs	18,000	0	0
73,182	72,040	60,000	7720-14	Repairs & Maintenance - Vehicles	60,000	0	0
12,734	2,493	10,000	7720-16	Repairs & Maintenance - Radio & Pagers	9,000	0	0
19,794	19,624	26,000	7735	Rental Property	26,000	0	0
217,232	264,640	207,150	7750	Professional Services	196,925	0	0
0	0	6,370	7750-01	Professional Services - Audit & other city-wide prof svc	12,000	0	0
14,102	13,407	10,731	7790	Maintenance & Rental Contracts	10,731	0	0
26,462	2,146	15,000	7800	M & S Equipment	12,000	0	0
2,634	1,034	5,000	7800-09	M & S Equipment - Radios	1,000	0	0
28,929	29,346	32,344	7840	M & S Computer Charges	39,358	0	0
13,942	32,984	44,420	7840-95	M & S Computer Charges - Ambulance	52,600	0	0
0	0	0	8070	FireMed Promotion	0	0	0
733,790	783,808	839,322	<u>TOTAL MATERIALS AND SERVICES</u>		859,961	0	0
<u>CAPITAL OUTLAY</u>							
0	0	0	8710	Equipment	80,000	0	0
281,887	0	0	8710-22	Equipment - EMS Defibrillators	0	0	0
0	2,736	0	8750	Capital Outlay Computer Charges	10,552	0	0
10,085	0	0	8750-95	Capital Outlay Computer Charges - Ambulance	10,000	0	0
22,362	5,376	0	8800	Building Improvements	0	0	0

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 15 - FIRE Section : 079 - AMBULANCE Program : N/A		2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
0	0	450,000	8850	Vehicles	24,750	0	0
0	0	0	8850-15	Vehicles - Grants	212,000	0	0
314,334	8,112	450,000	TOTAL CAPITAL OUTLAY		337,302	0	0
4,947,828	4,974,517	5,983,121	TOTAL REQUIREMENTS		6,036,577	0	0

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 001 - ADMINISTRATION Program : N/A		2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES							
<u>INTERGOVERNMENTAL</u>							
0	0	182,000	4546	American Rescue Plan	100,000	0	0
0	0	182,000	TOTAL INTERGOVERNMENTAL		100,000	0	0
<u>MISCELLANEOUS</u>							
98	0	2,000	6420	Donations - Parks & Recreation	0	0	0
1,000	820	5,000	6420-02	Donations - Parks & Recreation - Community Events Account #8140 Community Events is the expenditure line.	5,000	5,000	5,000
0	0	1,000	6420-05	Donations - Parks & Recreation - Scholarships Scholarship revenue that is disbursed to Parks & Recreation departments.	10,000	10,000	10,000
0	0	0	6420-06	Donations - Parks & Recreation - Sponsorships Sponsorships to support Parks & Recreation programs.	23,315	23,315	23,315
0	2,260	3,000	6600	Other Income Miscellaneous Income including large event permits.	3,000	3,000	3,000
1,098	3,080	11,000	TOTAL MISCELLANEOUS		41,315	41,315	41,315
1,098	3,080	193,000	TOTAL RESOURCES		141,315	41,315	41,315

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 001 - ADMINISTRATION Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

-651	792	0	7000 Salaries & Wages	0	0	0
112,043	114,972	129,563	7000-05 Salaries & Wages - Regular Full Time Parks & Recreation Director - 1.00 FTE	138,836	138,836	138,836
1,200	500	0	7000-37 Salaries & Wages - Medical Opt Out Incentive	0	0	0
-312	679	0	7300 Fringe Benefits	0	0	0
7,021	7,081	7,839	7300-05 Fringe Benefits - FICA - Social Security	8,400	8,400	8,400
1,642	1,656	1,879	7300-06 Fringe Benefits - FICA - Medicare	2,013	2,013	2,013
41,724	41,697	46,785	7300-15 Fringe Benefits - PERS - OPSRP - IAP	51,174	51,174	51,174
0	9,211	16,080	7300-20 Fringe Benefits - Medical Insurance	16,320	16,320	16,320
0	2,000	2,000	7300-22 Fringe Benefits - VEBA Plan	2,000	2,000	2,000
108	80	60	7300-25 Fringe Benefits - Life Insurance	60	60	60
642	434	287	7300-30 Fringe Benefits - Long Term Disability	318	318	318
2,017	2,030	1,762	7300-35 Fringe Benefits - Workers' Compensation Insurance	1,763	1,763	1,763
19	18	23	7300-37 Fringe Benefits - Workers' Benefit Fund	23	23	23
0	0	0	7300-45 Fringe Benefits - Paid Family Leave City Share	510	510	510
489	506	698	7400-10 Fringe Benefits - Volunteers - Workers' Compensation Insurance	698	698	698
165,942	181,658	206,976	TOTAL PERSONNEL SERVICES	222,115	222,115	222,115

MATERIALS AND SERVICES

0	0	0	7500 Credit Card Fees	0	0	0
0	0	0	7520 Public Notices & Printing Moved to 7520-15, Public Notice & Printing - Brochure	0	0	0
24,129	49,811	47,000	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.	55,000	55,000	55,000
88	73	200	7540 Employee Events Costs shared city-wide for employee training, materials, and events.	200	200	200
2,927	2,884	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	936	1,060	7610-05 Insurance - Liability	1,250	1,250	1,250
0	0	0	7610-10 Insurance - Property	0	0	0

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 001 - ADMINISTRATION Program : N/A			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
499	472	700	7620	Telecommunications		700	700	700
1,121	467	1,000	7660	Materials & Supplies		1,000	1,000	1,000
98	0	2,000	7680	Materials & Supplies - Donations		0	0	0
				Matching line for admin donations - 6420				
173,462	3,310	25,000	7750	Professional Services		32,000	32,000	32,000
				Minor consulting projects geared towards supporting department initiatives.				
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Minor consulting projects	1	15,000	15,000	
				Structural review roof aquatic and community centers	1	17,000	17,000	
0	0	600	7750-01	Professional Services - Audit & other city-wide prof svc		3,300	3,300	3,300
				Costs shared city-wide for Audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses				
0	0	100,000	7750-04	Professional Services - Grants		100,000	100,000	100,000
				ARPA dollars projected to be used on outreach, communication, strategy and implementation on recreation facilities master planning and open space master planning.				
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				ARPA recreation facilities and open space master plan	1	100,000	100,000	
1,071	1,283	1,470	7840	M & S Computer Charges		1,514	1,514	1,514
				I.S. Fund materials & supplies costs shared city-wide				
1,231	1,735	16,280	7840-35	M & S Computer Charges - Parks & Rec Administration		2,300	2,300	2,300
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				WhenToWork Software	1	600	600	
				Activenet Maintenance	1	1,440	1,440	
				Office 365 Licensing (1)	1	260	260	
0	0	0	8137	Scholarships Utilized		10,000	10,000	10,000
				Parks & Recreation Scholarships matched with revenue account #6420-05 Donations - Parks & Recreation Scholarships				
0	0	0	8138	Sponsorships Utilized		23,315	23,315	23,315
				Parks & Recreation Sponsorships matched with revenue account #6420-06 Donations - Parks & Recreation Sponsorships				
19,836	21,282	25,000	8140	Community Events		27,000	27,000	27,000
				Core Services: Removing barriers to participation. This is for special, free, community wide events, Parks and Rec month, concerts, movies (Summer Fun, etc.). Admin donation line item 6420-02.				
225,263	82,253	230,310	TOTAL MATERIALS AND SERVICES			267,579	267,579	267,579
CAPITAL OUTLAY								
0	119	0	8750	Capital Outlay Computer Charges		406	406	406
				I.S. Fund capital outlay costs shared city-wide				

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 001 - ADMINISTRATION Program : N/A			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
0	0	0	8750-35	Capital Outlay Computer Charges - Parks & Rec Administration		14,000	14,000	14,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Activenet Mobile Software	1	14,000	14,000	
0	0	82,000	8850-15	Vehicles - Grants		0	0	0
0	119	82,000	TOTAL CAPITAL OUTLAY			14,406	14,406	14,406
391,205	264,030	519,286	TOTAL REQUIREMENTS			504,100	504,100	504,100

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 087 - AQUATIC CENTER Program : 501 - ADMINISTRATION	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
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RESOURCES

CHARGES FOR SERVICES

4,722	17,389	30,000	5360-05 Admissions - Child/Student Aquatic Center daily child/student admission fees. FY24 Revenue Proposals are estimated 80% of normal revenue pre-covid.	36,000	36,000	36,000
16,725	31,882	45,000	5360-10 Admissions - Adult/Seniors Aquatic Center daily adult/senior admission fees. FY24 Revenue Proposals are estimated 80% of normal revenue pre-covid.	51,000	51,000	51,000
11,218	39,152	52,500	5370-05 Memberships - Family Aquatic Center family memberships. FY24 Revenue Proposals are estimated 80% of normal revenue pre-covid.	61,000	61,000	61,000
30,575	66,475	85,000	5370-10 Memberships - Individual Aquatic Center individual memberships. FY24 Revenue Proposals are estimated 80% of normal revenue pre-covid.	96,000	96,000	96,000
0	255	12,000	5380-05 Facility Rentals - Pool & Facility Aquatic Center facility rental fees received from private groups, public agencies, schools, businesses, and other organizations. FY24: reasonable estimate	11,000	11,000	11,000
11,654	12,012	15,000	5380-10 Facility Rentals - McM Swim Club & McM High School Mac Swim Club (MSC) and Mac High School swim team reimbursement for lifeguard costs from meets/practices. Budget Note: In addition, the MSC families purchase approximately \$25,000 in family and single memberships. FY24: reasonable estimate based on annual contract with the MSC.	16,500	16,500	16,500
0	1,820	3,500	5380-15 Facility Rentals - Lockers & Equipment FY24: reasonable estimate	3,500	3,500	3,500
74,894	168,984	243,000	TOTAL CHARGES FOR SERVICES	275,000	275,000	275,000

MISCELLANEOUS

0	0	0	6420 Donations - Parks & Recreation	0	0	0
0	308	0	6420-05 Donations - Parks & Recreation - Scholarships	0	0	0
0	0	0	6420-06 Donations - Parks & Recreation - Sponsorships Parks & Recreation Sponsorships for Aquatic Center programs.	4,500	4,500	4,500
0	0	0	6420-10 Donations - Parks & Recreation - Equipment Donations that fund Aquatic Center expenditure account 7810, M&S Equipment-Donations. Donations used to purchase Aquatic Center equipment.	0	0	0
0	129	100	6600 Other Income	0	0	0

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 087 - AQUATIC CENTER Program : 501 - ADMINISTRATION	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
0	437	100	TOTAL MISCELLANEOUS	4,500	4,500	4,500
74,894	169,421	243,100	TOTAL RESOURCES	279,500	279,500	279,500

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01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 087 - AQUATIC CENTER Program : 501 - ADMINISTRATION	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

1,519	2,731	0	7000	Salaries & Wages	0	0	0
198,185	199,713	224,123	7000-05	Salaries & Wages - Regular Full Time Recreation Manager - 1.00 FTE Recreation Supervisor - 1.00 FTE Management Support Specialist - 1.00 FTE	239,090	239,090	239,090
28,431	32,552	33,720	7000-10	Salaries & Wages - Regular Part Time Recreation Program Coordinator - 0.60 FTE	38,110	38,110	38,110
70,032	112,974	167,253	7000-15	Salaries & Wages - Temporary Head Guard / Lifeguard - 4.77 FTE Customer Service Assistant - 0.78 FTE	174,007	174,007	174,007
105	94	290	7000-20	Salaries & Wages - Overtime	525	525	525
-161	946	0	7300	Fringe Benefits	0	0	0
17,993	21,008	25,736	7300-05	Fringe Benefits - FICA - Social Security	27,330	27,330	27,330
4,208	4,913	6,168	7300-06	Fringe Benefits - FICA - Medicare	6,551	6,551	6,551
87,888	93,995	107,796	7300-15	Fringe Benefits - PERS - OPSRP - IAP	117,077	117,077	117,077
49,942	51,705	53,580	7300-20	Fringe Benefits - Medical Insurance	54,370	54,370	54,370
7,000	7,000	7,000	7300-22	Fringe Benefits - VEBA Plan	7,000	7,000	7,000
432	320	240	7300-25	Fringe Benefits - Life Insurance	240	240	240
1,197	830	558	7300-30	Fringe Benefits - Long Term Disability	636	636	636
10,115	12,858	12,337	7300-35	Fringe Benefits - Workers' Compensation Insurance	13,507	13,507	13,507
133	163	208	7300-37	Fringe Benefits - Workers' Benefit Fund	210	210	210
4,640	0	0	7300-40	Fringe Benefits - Unemployment	0	0	0
0	0	0	7300-45	Fringe Benefits - Paid Family Leave City Share	1,657	1,657	1,657
0	6	50	7400-10	Fringe Benefits - Volunteers - Workers' Compensation Insurance	50	50	50
481,658	541,808	639,059	<u>TOTAL PERSONNEL SERVICES</u>		680,360	680,360	680,360

MATERIALS AND SERVICES

2,078	5,119	7,000	7500	Credit Card Fees	7,500	7,500	7,500
0	0	0	7515	City Services Charge expense	1,700	1,700	1,700
82	51	100	7530	Training	100	100	100

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.

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2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 087 - AQUATIC CENTER Program : 501 - ADMINISTRATION		2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
316	261	400	7540	Employee Events Costs shared city-wide for employee training, materials, and events.	600	600	600
407	1,170	1,000	7550	Travel & Education Primarily re-certification training for Aquatic Center lifeguards. May also include limited registration fees and other expenses associated with professional development workshops. FY24 includes ~\$600 for one staff member to become certified in adaptive swimming lessons.	2,000	2,000	2,000
73,049	87,083	85,000	7600	Utilities	90,000	90,000	90,000
0	0	0	7600-04	Utilities - Water	0	0	0
4,400	6,023	6,810	7610-05	Insurance - Liability	6,480	6,480	6,480
8,600	9,180	10,370	7610-10	Insurance - Property	13,190	13,190	13,190
4,503	3,723	4,000	7620	Telecommunications FY24 additional cell phones for manager and supervisor in order to eliminate personal cell phone use for work purposes.	5,250	5,250	5,250
2,601	27,617	36,000	7650-10	Janitorial - Services 10% increase over FY23	50,250	50,250	50,250
1,864	1,476	4,500	7650-15	Janitorial - Supplies	5,000	5,000	5,000
744	832	1,500	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
4,132	7,735	15,000	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
36,398	75,657	60,000	7720	Repairs & Maintenance General day to day repairs and maintenance of the AC building including hvac, electrical, plumbing and mechanical systems. FY24: reflects anticipated increase in structural and mechanical deterioration and higher repair costs due to inflation.	75,000	75,000	75,000
1,026	1,050	0	7750	Professional Services	0	0	0
0	0	1,250	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	500	500	500
10,253	6,267	15,000	7790	Maintenance & Rental Contracts Annual chlorinator service, hvac preventative maintenance visits, annual fire prevention system testing, fire alarm monitoring, copy machine contract, garbage service, etc.	17,500	17,500	17,500
0	0	0	7800	M & S Equipment	0	0	0
319	250	250	7800-03	M & S Equipment - Office Miscellaneous office equipment such as tables and chairs.	300	300	300
0	0	0	7800-36	M & S Equipment - Weight Room	0	0	0

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01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 087 - AQUATIC CENTER Program : 501 - ADMINISTRATION			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
0	0	0	7810	M & S Equipment - Donations		0	0	0
				Donations used to purchase Aquatic Center equipment. Funded by revenue account 6420-10, Donations-Parks & Recreation-Equipment.				
5,357	6,380	7,351	7840	M & S Computer Charges		7,569	7,569	7,569
				I.S. Fund materials & supplies costs shared city-wide				
1,200	4,630	3,640	7840-40	M & S Computer Charges - Aquatic Center		5,760	5,760	5,760
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Office 365 Licensing (5)	1	1,320	1,320	
				Desktop Replacement	1	1,500	1,500	
				Activenet Maintenance	1	1,440	1,440	
				Activenet Peripherals	1	1,500	1,500	
4,125	3,776	7,000	8130	Recreation Program Expenses		7,000	7,000	7,000
				Purchase of general recreation program supplies. *Include additional \$2,500.00 new/updated rec amenities such as lifejackets, water polo inner tubes, water volleyball & basketball equipment.				
0	0	0	8138	Sponsorships Utilized		2,000	2,000	2,000
				Parks & Recreation Sponsorships matched with revenue account #6420-06 Donations - Parks & Recreation Sponsorships and some lifeguard personnel expense.				
161,455	248,280	266,171	<u>TOTAL MATERIALS AND SERVICES</u>			314,199	314,199	314,199
			<u>CAPITAL OUTLAY</u>					
0	26,700	0	8710	Equipment		0	0	0
0	595	0	8750	Capital Outlay Computer Charges		2,029	2,029	2,029
				I.S. Fund capital outlay costs shared city-wide				
0	27,295	0	<u>TOTAL CAPITAL OUTLAY</u>			2,029	2,029	2,029
643,113	817,382	905,230	<u>TOTAL REQUIREMENTS</u>			996,588	996,588	996,588

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 087 - AQUATIC CENTER Program : 621 - SWIM LESSONS	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES						
CHARGES FOR SERVICES						
9,714	35,101	80,000	5350 Registration Fees Aquatic Center - Swim Lessons FY24: Proposal is estimated 85% of normal revenue pre-covid.	85,000	85,000	85,000
9,714	35,101	80,000	TOTAL CHARGES FOR SERVICES	85,000	85,000	85,000
9,714	35,101	80,000	TOTAL RESOURCES	85,000	85,000	85,000

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 087 - AQUATIC CENTER Program : 621 - SWIM LESSONS		2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
REQUIREMENTS							
PERSONNEL SERVICES							
574	10,092	20,003	7000-15	Salaries & Wages - Temporary Head Guard / Lifeguard / Swim Instructor - 0.66 FTE	20,797	20,797	20,797
36	626	1,214	7300-05	Fringe Benefits - FICA - Social Security	1,258	1,258	1,258
8	146	292	7300-06	Fringe Benefits - FICA - Medicare	302	302	302
72	1,208	2,253	7300-15	Fringe Benefits - PERS - OPSRP - IAP	2,301	2,301	2,301
0	0	581	7300-35	Fringe Benefits - Workers' Compensation Insurance	622	622	622
1	9	16	7300-37	Fringe Benefits - Workers' Benefit Fund	15	15	15
0	0	0	7300-45	Fringe Benefits - Paid Family Leave City Share	76	76	76
690	12,080	24,359	TOTAL PERSONNEL SERVICES		25,371	25,371	25,371
MATERIALS AND SERVICES							
247	275	650	8130	Recreation Program Expenses Swimming lesson supplies (i.e. candy, lesson toys, masks, snorkels & fins, personal flotation devices). FY24: reasonable estimate	750	750	750
247	275	650	TOTAL MATERIALS AND SERVICES		750	750	750
937	12,355	25,009	TOTAL REQUIREMENTS		26,121	26,121	26,121

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01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 087 - AQUATIC CENTER Program : 626 - FITNESS CLASSES		2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
REQUIREMENTS							
PERSONNEL SERVICES							
1,315	838	14,703	7000-15	Salaries & Wages - Temporary Recreation Program Instructor 1, 2 & 3 - 0.39 FTE	15,302	15,302	15,302
82	52	888	7300-05	Fringe Benefits - FICA - Social Security	926	926	926
19	12	213	7300-06	Fringe Benefits - FICA - Medicare	222	222	222
134	150	1,655	7300-15	Fringe Benefits - PERS - OPSRP - IAP	1,692	1,692	1,692
0	0	427	7300-35	Fringe Benefits - Workers' Compensation Insurance	457	457	457
1	1	11	7300-37	Fringe Benefits - Workers' Benefit Fund	9	9	9
0	0	0	7300-45	Fringe Benefits - Paid Family Leave City Share	56	56	56
1,551	1,053	17,897	TOTAL PERSONNEL SERVICES		18,664	18,664	18,664
MATERIALS AND SERVICES							
277	497	1,000	8130	Recreation Program Expenses Fitness program supplies (i.e. exercise belts & hand weights). FY24: reasonable estimate	1,000	1,000	1,000
277	497	1,000	TOTAL MATERIALS AND SERVICES		1,000	1,000	1,000
1,828	1,550	18,897	TOTAL REQUIREMENTS		19,664	19,664	19,664

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01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 087 - AQUATIC CENTER Program : 632 - PRO SHOP	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES						
<u>CHARGES FOR SERVICES</u>						
1,141	5,038	6,500	5410 Sales Aquatic Center revenues from sale of swim accessories, related merchandise & vending machine contract. FY24: reasonable estimate	6,000	6,000	6,000
1,141	5,038	6,500	<u>TOTAL CHARGES FOR SERVICES</u>	6,000	6,000	6,000
1,141	5,038	6,500	<i>TOTAL RESOURCES</i>	6,000	6,000	6,000

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01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 087 - AQUATIC CENTER Program : 632 - PRO SHOP	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
REQUIREMENTS						
<u>MATERIALS AND SERVICES</u>						
0	3,284	3,000	7660 Materials & Supplies Retail goods purchased for sale to customers; i.e., goggles, caps, etc., in the Aquatic Center Swim Shop. FY24: reasonable estimate	3,500	3,500	3,500
0	3,284	3,000	<u>TOTAL MATERIALS AND SERVICES</u>	3,500	3,500	3,500
0	3,284	3,000	<i>TOTAL REQUIREMENTS</i>	3,500	3,500	3,500

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 087 - AQUATIC CENTER Program : 635 - CLASSES & PROGRAMS	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES						
CHARGES FOR SERVICES						
450	105	250	5350 Registration Fees Aquatic Center - Classes & Programs (Lifeguard Training) FY24: Lifeguard Training classes are being offered for free, to potential part-time employees, to encourage employment at the pool.	250	250	250
450	105	250	TOTAL CHARGES FOR SERVICES	250	250	250
450	105	250	TOTAL RESOURCES	250	250	250

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2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 087 - AQUATIC CENTER Program : 635 - CLASSES & PROGRAMS	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
REQUIREMENTS						
PERSONNEL SERVICES						
0	0	282	7000-15 Salaries & Wages - Temporary Head Guard / Lifeguard / Swim Instructor - 0.01 FTE	300	300	300
0	0	16	7300-05 Fringe Benefits - FICA - Social Security	18	18	18
0	0	3	7300-06 Fringe Benefits - FICA - Medicare	4	4	4
0	0	30	7300-15 Fringe Benefits - PERS - OPSRP - IAP	33	33	33
0	0	8	7300-35 Fringe Benefits - Workers' Compensation Insurance	9	9	9
0	0	0	7300-37 Fringe Benefits - Workers' Benefit Fund	0	0	0
0	0	0	7300-45 Fringe Benefits - Paid Family Leave City Share	1	1	1
0	0	339	TOTAL PERSONNEL SERVICES	365	365	365
MATERIALS AND SERVICES						
488	560	500	8130 Recreation Program Expenses Lifeguard Training Class materials.	650	650	650
488	560	500	TOTAL MATERIALS AND SERVICES	650	650	650
488	560	839	TOTAL REQUIREMENTS	1,015	1,015	1,015

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 090 - COMMUNITY CENTER & REC PROGRAMS Program : 501 - ADMINISTRATION		2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES							
INTERGOVERNMENTAL							
20,750	0	0	4772	Oregon Alliance of YMCA	0	0	0
0	0	0	5061	Clackamas Education Services District	0	0	0
20,750	0	0	TOTAL INTERGOVERNMENTAL		0	0	0
CHARGES FOR SERVICES							
110	3,732	15,000	5380-20	Facility Rentals - Meeting Rooms Community Center general meeting room rentals.	20,000	20,000	20,000
180	7,565	10,000	5380-25	Facility Rentals - Auditorium Community Center auditorium rental for major events including theater, large banquets, major exhibits, dances, auctions, sports events, etc.	10,000	10,000	10,000
0	0	750	5380-30	Facility Rentals - Kitchen Facilities Community Center flat-fee kitchen use fees generated from rental groups and revenue from contracted vendors.	1,500	1,500	1,500
98	6,064	9,000	5380-35	Facility Rentals - Athletic Facilities Community Center athletic membership fees for track, racquetball, basketball, pickleball, and various recreation drop-in programs.	11,000	11,000	11,000
195	1,770	2,500	5380-40	Facility Rentals - Staff Fees Staff fees charged to user groups when the Community Center is rented beyond normal operating hours.	3,000	3,000	3,000
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
583	19,131	37,450	TOTAL CHARGES FOR SERVICES		45,700	45,700	45,700
MISCELLANEOUS							
1,405	0	0	6420	Donations - Parks & Recreation	0	0	0
0	0	0	6420-06	Donations - Parks & Recreation - Sponsorships Parks & Recreation Sponsorships for Community Center programs.	2,000	2,000	2,000
3	259	250	6600	Other Income Incidental revenue received at Community Center from copy machine, av equipment user fees, etc .	700	700	700
1,408	259	250	TOTAL MISCELLANEOUS		2,700	2,700	2,700
22,741	19,390	37,700	TOTAL RESOURCES		48,400	48,400	48,400

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2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 090 - COMMUNITY CENTER & REC PROGRAMS Program : 501 - ADMINISTRATION	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

-780	-1,660	0	7000	Salaries & Wages	0	0	0
98,072	110,199	172,455	7000-05	Salaries & Wages - Regular Full Time Recreation Manager - 1.00 FTE Recreation Program Coordinator - 1.00 FTE Management Support Technician - 1.00 FTE	184,597	184,597	184,597
19,393	58,099	66,743	7000-15	Salaries & Wages - Temporary Customer Service Assistant & Recreation Assistant - 2.38 FTE	74,894	74,894	74,894
0	0	0	7000-20	Salaries & Wages - Overtime	0	0	0
-759	242	0	7300	Fringe Benefits	0	0	0
7,083	10,334	14,472	7300-05	Fringe Benefits - FICA - Social Security	15,700	15,700	15,700
1,657	2,417	3,468	7300-06	Fringe Benefits - FICA - Medicare	3,763	3,763	3,763
30,395	38,222	57,607	7300-15	Fringe Benefits - PERS - OPSRP - IAP	64,160	64,160	64,160
18,168	14,981	37,500	7300-20	Fringe Benefits - Medical Insurance	23,418	23,418	23,418
3,600	3,000	5,000	7300-22	Fringe Benefits - VEBA Plan	3,000	3,000	3,000
181	140	234	7300-25	Fringe Benefits - Life Insurance	180	180	180
530	366	270	7300-30	Fringe Benefits - Long Term Disability	428	428	428
1,890	2,070	1,721	7300-35	Fringe Benefits - Workers' Compensation Insurance	1,777	1,777	1,777
51	90	145	7300-37	Fringe Benefits - Workers' Benefit Fund	124	124	124
1,117	0	0	7300-40	Fringe Benefits - Unemployment	0	0	0
0	0	0	7300-45	Fringe Benefits - Paid Family Leave City Share	953	953	953
2	137	101	7400-10	Fringe Benefits - Volunteers - Workers' Compensation Insurance	101	101	101
180,600	238,636	359,716	TOTAL PERSONNEL SERVICES		373,095	373,095	373,095

MATERIALS AND SERVICES

4,702	4,520	8,000	7500	Credit Card Fees	5,000	5,000	5,000
0	0	0	7515	City Services Charge expense	1,700	1,700	1,700
171	179	300	7540	Employee Events Costs shared city-wide for employee training, materials, and events.	500	500	500
330	0	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
77,823	80,427	78,000	7600	Utilities	80,000	80,000	80,000

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2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 090 - COMMUNITY CENTER & REC PROGRAMS Program : 501 - ADMINISTRATION			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
0	0	0	7600-04	Utilities - Water		0	0	0
5,600	5,651	6,390	7610-05	Insurance - Liability		8,410	8,410	8,410
20,000	21,555	24,360	7610-10	Insurance - Property		30,870	30,870	30,870
4,130	4,426	5,500	7620	Telecommunications		5,500	5,500	5,500
17,634	43,391	55,000	7650-10	Janitorial - Services		60,000	60,000	60,000
1,060	1,884	3,000	7650-15	Janitorial - Supplies		4,500	4,500	4,500
2,324	2,779	3,000	7660	Materials & Supplies		3,000	3,000	3,000
7,279	0	0	7660-25	Materials & Supplies - Grants		0	0	0
1,305	0	0	7680	Materials & Supplies - Donations		0	0	0
24,862	26,258	40,000	7720	Repairs & Maintenance		40,000	40,000	40,000
				Routine annual maintenance and special projects. Additional funds for safety improvements to wood floor.				
810	809	1,260	7750	Professional Services		500	500	500
0	0	910	7750-01	Professional Services - Audit & other city-wide prof svc		400	400	400
				Costs shared city-wide for Audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses				
18,862	17,323	20,000	7790	Maintenance & Rental Contracts		18,000	18,000	18,000
0	0	0	7800	M & S Equipment		0	0	0
				Misc. equipment replacement				
2,143	5,104	7,351	7840	M & S Computer Charges		9,083	9,083	9,083
				I.S. Fund materials & supplies costs shared city-wide				
2,421	4,666	7,040	7840-45	M & S Computer Charges - Community Center		3,760	3,760	3,760
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Office 365 Licensing (5)	1	1,320	1,320	
				Activenet Maintenance	1	1,440	1,440	
				Activenet Peripherals	1	1,000	1,000	
0	0	0	8130-50	Recreation Program Expenses - Contract Event Security		0	0	0
0	0	0	8138	Sponsorships Utilized		2,000	2,000	2,000
				Parks & Recreation Sponsorships matched with revenue account #6420-06 Donations - Parks & Recreation Sponsorships				
191,456	218,971	260,411	TOTAL MATERIALS AND SERVICES			273,523	273,523	273,523

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2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 090 - COMMUNITY CENTER & REC PROGRAMS Program : 501 - ADMINISTRATION			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
<u>CAPITAL OUTLAY</u>								
0	0	0	8710	Equipment		142,000	142,000	142,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Court Resurfacing	1	50,000	50,000	
				Carpeting	1	92,000	92,000	
0	476	0	8750	Capital Outlay Computer Charges		2,435	2,435	2,435
				I.S. Fund capital outlay costs shared city-wide				
0	0	0	8800	Building Improvements		0	0	0
0	476	0	<u>TOTAL CAPITAL OUTLAY</u>			144,435	144,435	144,435
372,055	458,083	620,127	<u>TOTAL REQUIREMENTS</u>			791,053	791,053	791,053

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 090 - COMMUNITY CENTER & REC PROGRAMS Program : 635 - CLASSES & PROGRAMS	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES						
<u>CHARGES FOR SERVICES</u>						
34,375	105,744	135,000	5350 Registration Fees Community Center special interest programs and classes serving children and adults.	170,000	170,000	170,000
0	0	0	5350-12 Registration Fees - Piano No longer a functional program	0	0	0
34,375	105,744	135,000	<u>TOTAL CHARGES FOR SERVICES</u>	170,000	170,000	170,000
<u>MISCELLANEOUS</u>						
0	0	0	6420-27 Donations - Parks & Recreation - Piano No longer a functional program	0	0	0
0	0	0	<u>TOTAL MISCELLANEOUS</u>	0	0	0
34,375	105,744	135,000	<u>TOTAL RESOURCES</u>	170,000	170,000	170,000

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 090 - COMMUNITY CENTER & REC PROGRAMS Program : 635 - CLASSES & PROGRAMS	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
REQUIREMENTS						
PERSONNEL SERVICES						
15,094	29,985	52,966	7000-15 Salaries & Wages - Temporary Recreation Program Instructor 1, 2 & 3 - 1.47 FTE	63,555	63,555	63,555
0	4	0	7000-20 Salaries & Wages - Overtime	0	0	0
936	1,857	3,204	7300-05 Fringe Benefits - FICA - Social Security	3,845	3,845	3,845
219	434	768	7300-06 Fringe Benefits - FICA - Medicare	922	922	922
4,063	6,502	5,959	7300-15 Fringe Benefits - PERS - OPSRP - IAP	7,030	7,030	7,030
693	1,283	1,658	7300-35 Fringe Benefits - Workers' Compensation Insurance	1,900	1,900	1,900
11	18	33	7300-37 Fringe Benefits - Workers' Benefit Fund	34	34	34
0	0	0	7300-45 Fringe Benefits - Paid Family Leave City Share	233	233	233
21,016	40,083	64,588	TOTAL PERSONNEL SERVICES	77,519	77,519	77,519
MATERIALS AND SERVICES						
26,172	44,439	40,000	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/camps	40,000	40,000	40,000
26,172	44,439	40,000	TOTAL MATERIALS AND SERVICES	40,000	40,000	40,000
47,187	84,522	104,588	TOTAL REQUIREMENTS	117,519	117,519	117,519

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01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 090 - COMMUNITY CENTER & REC PROGRAMS Program : 638 - TINY TOTS	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES						
CHARGES FOR SERVICES						
123	2,252	4,000	5350 Registration Fees Tiny Tot Indoor Playpark Program registration fees for pre-school aged children and their parents.	5,000	5,000	5,000
123	2,252	4,000	TOTAL CHARGES FOR SERVICES	5,000	5,000	5,000
123	2,252	4,000	TOTAL RESOURCES	5,000	5,000	5,000

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01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 090 - COMMUNITY CENTER & REC PROGRAMS Program : 638 - TINY TOTS	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
REQUIREMENTS						
<u>MATERIALS AND SERVICES</u>						
0	0	200	8130 Recreation Program Expenses Materials and supplies needed to support Tiny Tots Indoor Playpark.	400	400	400
0	0	200	<u>TOTAL MATERIALS AND SERVICES</u>	400	400	400
0	0	200	TOTAL REQUIREMENTS	400	400	400

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01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 090 - COMMUNITY CENTER & REC PROGRAMS Program : 641 - SPECIAL EVENTS	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES						
CHARGES FOR SERVICES						
0	2,575	4,000	5350 Registration Fees 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.	5,000	5,000	5,000
0	2,575	4,000	TOTAL CHARGES FOR SERVICES	5,000	5,000	5,000
0	2,575	4,000	TOTAL RESOURCES	5,000	5,000	5,000

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 090 - COMMUNITY CENTER & REC PROGRAMS Program : 641 - SPECIAL EVENTS	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
REQUIREMENTS						
<u>MATERIALS AND SERVICES</u>						
0	1,135	1,200	8130 Recreation Program Expenses Expenses for major community events or department-sponsored special events including Alien Abduction Dash.	2,500	2,500	2,500
0	1,135	1,200	<u>TOTAL MATERIALS AND SERVICES</u>	2,500	2,500	2,500
0	1,135	1,200	<i>TOTAL REQUIREMENTS</i>	2,500	2,500	2,500

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 090 - COMMUNITY CENTER & REC PROGRAMS Program : 644 - SUMMER STARS	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES						
<u>CHARGES FOR SERVICES</u>						
41,299	47,510	0	5350 Registration Fees	0	0	0
41,299	47,510	0	TOTAL CHARGES FOR SERVICES	0	0	0
<u>MISCELLANEOUS</u>						
0	0	0	6420-50 Donations - Parks & Recreation - STARS	0	0	0
0	0	0	TOTAL MISCELLANEOUS	0	0	0
41,299	47,510	0	TOTAL RESOURCES	0	0	0

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 090 - COMMUNITY CENTER & REC PROGRAMS Program : 644 - SUMMER STARS	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
REQUIREMENTS						
<u>PERSONNEL SERVICES</u>						
0	0	0	7000-05 Salaries & Wages - Regular Full Time	0	0	0
35,290	32,759	0	7000-15 Salaries & Wages - Temporary	0	0	0
0	3	0	7000-20 Salaries & Wages - Overtime	0	0	0
2,188	2,031	0	7300-05 Fringe Benefits - FICA - Social Security	0	0	0
512	475	0	7300-06 Fringe Benefits - FICA - Medicare	0	0	0
1,087	0	0	7300-15 Fringe Benefits - PERS - OPSRP - IAP	0	0	0
0	0	0	7300-20 Fringe Benefits - Medical Insurance	0	0	0
0	0	0	7300-22 Fringe Benefits - VEBA Plan	0	0	0
0	0	0	7300-25 Fringe Benefits - Life Insurance	0	0	0
0	0	0	7300-30 Fringe Benefits - Long Term Disability	0	0	0
1,666	1,546	0	7300-35 Fringe Benefits - Workers' Compensation Insurance	0	0	0
31	27	0	7300-37 Fringe Benefits - Workers' Benefit Fund	0	0	0
391	0	0	7300-40 Fringe Benefits - Unemployment	0	0	0
0	0	0	7300-45 Fringe Benefits - Paid Family Leave City Share	0	0	0
41,164	36,842	0	<u>TOTAL PERSONNEL SERVICES</u>	0	0	0
<u>MATERIALS AND SERVICES</u>						
0	0	0	7680 Materials & Supplies - Donations	0	0	0
6,912	5,323	0	8130 Recreation Program Expenses	0	0	0
6,912	5,323	0	<u>TOTAL MATERIALS AND SERVICES</u>	0	0	0
48,077	42,165	0	<u>TOTAL REQUIREMENTS</u>	0	0	0

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 093 - KIDS ON THE BLOCK Program : N/A		2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES							
<u>INTERGOVERNMENTAL</u>							
0	0	0	5020-17	McMinnville School Dist #40 - 21st Century Grant	0	0	0
0	0	0	<u>TOTAL INTERGOVERNMENTAL</u>		0	0	0
<u>CHARGES FOR SERVICES</u>							
-143	70	0	5350-05	Registration Fees - KOB - Elementary	0	0	0
-143	70	0	<u>TOTAL CHARGES FOR SERVICES</u>		0	0	0
<u>MISCELLANEOUS</u>							
0	0	0	6420	Donations - Parks & Recreation	0	0	0
0	0	0	6420-05	Donations - Parks & Recreation - Scholarships	0	0	0
0	0	0	6420-15	Donations - Parks & Recreation - KOB, Inc. - Elementary	0	0	0
0	0	0	6420-20	Donations - Parks & Recreation - KOB, Inc. - Enrichment	0	0	0
0	0	0	6420-25	Donations - Parks & Recreation - KOB, Inc. - Misc	0	0	0
0	0	0	6600	Other Income	0	0	0
0	0	0	<u>TOTAL MISCELLANEOUS</u>		0	0	0
-143	70	0	<u>TOTAL RESOURCES</u>		0	0	0

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 093 - KIDS ON THE BLOCK Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET	
REQUIREMENTS							
<u>PERSONNEL SERVICES</u>							
-336	-337	0	7000	Salaries & Wages	0	0	0
0	0	0	7000-05	Salaries & Wages - Regular Full Time	0	0	0
7,950	1,989	0	7000-15	Salaries & Wages - Temporary	0	0	0
0	11	0	7000-20	Salaries & Wages - Overtime	0	0	0
-113	-128	0	7300	Fringe Benefits	0	0	0
492	124	0	7300-05	Fringe Benefits - FICA - Social Security	0	0	0
115	29	0	7300-06	Fringe Benefits - FICA - Medicare	0	0	0
2,130	581	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
99	25	0	7300-35	Fringe Benefits - Workers' Compensation Insurance	0	0	0
5	1	0	7300-37	Fringe Benefits - Workers' Benefit Fund	0	0	0
5,288	0	0	7300-40	Fringe Benefits - Unemployment	0	0	0
0	0	0	7400-10	Fringe Benefits - Volunteers - Workers' Compensation Insurance	0	0	0
15,630	2,296	0	<u>TOTAL PERSONNEL SERVICES</u>		0	0	0
<u>MATERIALS AND SERVICES</u>							
5	30	0	7500	Credit Card Fees	0	0	0
66	38	0	7540	Employee Events	0	0	0
600	877	0	7610-05	Insurance - Liability	0	0	0
864	650	0	7620	Telecommunications	0	0	0
38	136	0	7660-05	Materials & Supplies - Office Supplies	0	0	0
0	0	0	7680	Materials & Supplies - Donations	0	0	0
501	1,450	0	7750	Professional Services	0	0	0
2,143	2,544	0	7840	M & S Computer Charges	0	0	0
1,200	1,200	0	7840-50	M & S Computer Charges - Kids on the Block	0	0	0

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 093 - KIDS ON THE BLOCK Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
2,104	200	0	8130 Recreation Program Expenses	0	0	0
0	0	0	8130-35 Recreation Program Expenses - Enrichment Programs	0	0	0
133	40,000	0	8130-40 Recreation Program Expenses - Miscellaneous	0	0	0
0	0	0	8130-45 Recreation Program Expenses - Workstudy	0	0	0
7,654	47,125	0	<u>TOTAL MATERIALS AND SERVICES</u>	0	0	0
			<u>CAPITAL OUTLAY</u>			
0	238	0	8750 Capital Outlay Computer Charges	0	0	0
0	238	0	<u>TOTAL CAPITAL OUTLAY</u>	0	0	0
23,285	49,660	0	<u>TOTAL REQUIREMENTS</u>	0	0	0

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 096 - RECREATIONAL SPORTS Program : 501 - ADMINISTRATION	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES						
CHARGES FOR SERVICES						
160	315	500	5380-60 Facility Rentals - Field Rentals Fees collected from soccer, baseball, softball field-use rentals at Dancer and Discovery Meadows Parks. Facility use fees charged to leagues and event sponsors who are independent of Park and Recreation sponsored programs.	500	500	500
160	315	500	TOTAL CHARGES FOR SERVICES	500	500	500
160	315	500	TOTAL RESOURCES	500	500	500

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01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 096 - RECREATIONAL SPORTS Program : 501 - ADMINISTRATION	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

521	618	0	7000	Salaries & Wages	0	0	0
81,057	92,350	98,433	7000-05	Salaries & Wages - Regular Full Time Recreation Manager - 1.00 FTE	105,518	105,518	105,518
878	474	13,150	7000-15	Salaries & Wages - Temporary Program Assistant - 0.35 FTE	13,149	13,149	13,149
0	0	0	7000-20	Salaries & Wages - Overtime	0	0	0
60	177	0	7300	Fringe Benefits	0	0	0
4,921	5,574	6,750	7300-05	Fringe Benefits - FICA - Social Security	7,179	7,179	7,179
1,151	1,304	1,618	7300-06	Fringe Benefits - FICA - Medicare	1,721	1,721	1,721
30,086	33,365	37,023	7300-15	Fringe Benefits - PERS - OPSRP - IAP	40,347	40,347	40,347
14,958	15,505	16,080	7300-20	Fringe Benefits - Medical Insurance	16,320	16,320	16,320
2,000	2,000	2,000	7300-22	Fringe Benefits - VEBA Plan	2,000	2,000	2,000
108	80	60	7300-25	Fringe Benefits - Life Insurance	60	60	60
422	287	192	7300-30	Fringe Benefits - Long Term Disability	232	232	232
1,513	1,975	815	7300-35	Fringe Benefits - Workers' Compensation Insurance	842	842	842
22	20	31	7300-37	Fringe Benefits - Workers' Benefit Fund	31	31	31
250	0	0	7300-40	Fringe Benefits - Unemployment	0	0	0
0	0	0	7300-45	Fringe Benefits - Paid Family Leave City Share	435	435	435
986	2,686	3,393	7400-10	Fringe Benefits - Volunteers - Workers' Compensation Insurance	3,393	3,393	3,393
138,933	156,415	179,545	<u>TOTAL PERSONNEL SERVICES</u>		191,227	191,227	191,227

MATERIALS AND SERVICES

2,541	4,095	4,000	7500	Credit Card Fees	4,200	4,200	4,200
88	73	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
213	178	300	7590	Fuel - Vehicle & Equipment	1,000	1,000	1,000
1,200	1,261	1,420	7610-05	Insurance - Liability	1,640	1,640	1,640
200	142	160	7610-10	Insurance - Property	170	170	170

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 096 - RECREATIONAL SPORTS Program : 501 - ADMINISTRATION			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
1,515	1,699	1,800	7620	Telecommunications		1,800	1,800	1,800
9	21	50	7660-05	Materials & Supplies - Office Supplies		50	50	50
431	369	650	7750	Professional Services		650	650	650
0	0	550	7750-01	Professional Services - Audit & other city-wide prof svc		200	200	200
				Costs shared city-wide for Audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses				
0	0	0	7800	M & S Equipment		0	0	0
2,143	2,552	1,470	7840	M & S Computer Charges		1,514	1,514	1,514
				I.S. Fund materials & supplies costs shared city-wide				
1,200	1,200	1,680	7840-55	M & S Computer Charges - Recreational Sports		1,700	1,700	1,700
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Activenet Maintenance	1	1,440	1,440	
				Office 365 Licensing (1)	1	260	260	
0	0	0	8130-15	Recreation Program Expenses - Concessions		0	0	0
9,539	11,588	12,580	<u>TOTAL MATERIALS AND SERVICES</u>			13,424	13,424	13,424
			<u>CAPITAL OUTLAY</u>					
0	238	0	8750	Capital Outlay Computer Charges		406	406	406
				I.S. Fund capital outlay costs shared city-wide				
0	238	0	<u>TOTAL CAPITAL OUTLAY</u>			406	406	406
148,472	168,241	192,125	<u>TOTAL REQUIREMENTS</u>			205,057	205,057	205,057

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 096 - RECREATIONAL SPORTS Program : 647 - ADULT SPORTS	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES						
CHARGES FOR SERVICES						
7,720	12,278	16,000	5350 Registration Fees Recreational Sports registration fees from teams and/or participants in a variety of year-round Adult Sports leagues and programs.	17,000	17,000	17,000
7,720	12,278	16,000	TOTAL CHARGES FOR SERVICES	17,000	17,000	17,000
7,720	12,278	16,000	TOTAL RESOURCES	17,000	17,000	17,000

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 096 - RECREATIONAL SPORTS Program : 647 - ADULT SPORTS	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
REQUIREMENTS						
PERSONNEL SERVICES						
1,932	4,874	6,798	7000-15 Salaries & Wages - Temporary Program Assistant - 0.22 FTE Recreation Assistant - 0.15 FTE	15,752	15,752	15,752
120	302	411	7300-05 Fringe Benefits - FICA - Social Security	953	953	953
28	71	99	7300-06 Fringe Benefits - FICA - Medicare	228	228	228
0	0	765	7300-15 Fringe Benefits - PERS - OPSRP - IAP	1,743	1,743	1,743
0	0	50	7300-35 Fringe Benefits - Workers' Compensation Insurance	287	287	287
2	4	4	7300-37 Fringe Benefits - Workers' Benefit Fund	10	10	10
0	0	0	7300-45 Fringe Benefits - Paid Family Leave City Share	58	58	58
2,082	5,250	8,127	TOTAL PERSONNEL SERVICES	19,031	19,031	19,031
MATERIALS AND SERVICES						
7,622	5,902	11,000	8130 Recreation Program Expenses Sports officials, portable toilet rentals, field paint/chalk, balls, and other expenses/supplies related to the Adult Sports Program. Reduction in EST23 and PROP24 due to hiring officials rather than contract.	9,500	9,500	9,500
7,622	5,902	11,000	TOTAL MATERIALS AND SERVICES	9,500	9,500	9,500
9,704	11,152	19,127	TOTAL REQUIREMENTS	28,531	28,531	28,531

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01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 096 - RECREATIONAL SPORTS Program : 650 - YOUTH SOCCER	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES						
CHARGES FOR SERVICES						
47,151	81,661	83,000	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).	95,000	95,000	95,000
0	0	0	5380-55 Facility Rentals - Concessions	0	0	0
47,151	81,661	83,000	TOTAL CHARGES FOR SERVICES	95,000	95,000	95,000
47,151	81,661	83,000	TOTAL RESOURCES	95,000	95,000	95,000

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 096 - RECREATIONAL SPORTS Program : 650 - YOUTH SOCCER	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
REQUIREMENTS						
PERSONNEL SERVICES						
15,712	15,131	20,798	7000-15 Salaries & Wages - Temporary Program Assistant - 0.20 FTE Recreation Assistant - 0.50 FTE	23,192	23,192	23,192
0	0	0	7000-20 Salaries & Wages - Overtime	0	0	0
974	938	1,258	7300-05 Fringe Benefits - FICA - Social Security	1,403	1,403	1,403
228	219	302	7300-06 Fringe Benefits - FICA - Medicare	336	336	336
271	234	2,340	7300-15 Fringe Benefits - PERS - OPSRP - IAP	2,565	2,565	2,565
0	0	488	7300-35 Fringe Benefits - Workers' Compensation Insurance	519	519	519
14	13	15	7300-37 Fringe Benefits - Workers' Benefit Fund	16	16	16
0	0	0	7300-45 Fringe Benefits - Paid Family Leave City Share	85	85	85
17,199	16,535	25,201	TOTAL PERSONNEL SERVICES	28,116	28,116	28,116
MATERIALS AND SERVICES						
18,991	24,456	30,000	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
18,991	24,456	30,000	TOTAL MATERIALS AND SERVICES	30,000	30,000	30,000
36,191	40,991	55,201	TOTAL REQUIREMENTS	58,116	58,116	58,116

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01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 096 - RECREATIONAL SPORTS Program : 653 - YOUTH BASKETBALL	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES						
CHARGES FOR SERVICES						
-78	11,059	17,500	5350 Registration Fees Recreational Sports registration fees or Youth Basketball.	17,000	17,000	17,000
-78	11,059	17,500	TOTAL CHARGES FOR SERVICES	17,000	17,000	17,000
-78	11,059	17,500	TOTAL RESOURCES	17,000	17,000	17,000

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01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 096 - RECREATIONAL SPORTS Program : 653 - YOUTH BASKETBALL		2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
REQUIREMENTS							
PERSONNEL SERVICES							
316	6,694	9,351	7000-15	Salaries & Wages - Temporary Program Assistant - 0.10 FTE Recreation Assistant - 0.24 FTE	11,002	11,002	11,002
0	0	0	7000-20	Salaries & Wages - Overtime	0	0	0
20	415	565	7300-05	Fringe Benefits - FICA - Social Security	665	665	665
5	97	135	7300-06	Fringe Benefits - FICA - Medicare	159	159	159
0	112	1,052	7300-15	Fringe Benefits - PERS - OPSRP - IAP	1,217	1,217	1,217
0	0	219	7300-35	Fringe Benefits - Workers' Compensation Insurance	246	246	246
0	6	7	7300-37	Fringe Benefits - Workers' Benefit Fund	7	7	7
0	0	0	7300-45	Fringe Benefits - Paid Family Leave City Share	40	40	40
340	7,324	11,329	TOTAL PERSONNEL SERVICES		13,336	13,336	13,336
MATERIALS AND SERVICES							
226	3,131	3,000	8130	Recreation Program Expenses T-shirts, basketballs, printing, and other supplies related to the Youth Basketball Program.	3,200	3,200	3,200
226	3,131	3,000	TOTAL MATERIALS AND SERVICES		3,200	3,200	3,200
566	10,455	14,329	TOTAL REQUIREMENTS		16,536	16,536	16,536

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 096 - RECREATIONAL SPORTS Program : 656 - YOUTH BASEBALL/SOFTBALL	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES						
CHARGES FOR SERVICES						
19,033	45,205	42,000	5350 Registration Fees Recreational Sports registration fees for Youth Baseball and Softball Programs.	42,000	42,000	42,000
0	0	500	5380-55 Facility Rentals - Concessions Baseball/Softball concessionaire profit sharing with City.	500	500	500
19,033	45,205	42,500	TOTAL CHARGES FOR SERVICES	42,500	42,500	42,500
MISCELLANEOUS						
0	0	0	6420-06 Donations - Parks & Recreation - Sponsorships Parks & Recreation Sponsorships for Recreational Sports programs.	15,500	15,500	15,500
4,795	12,224	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. Donations collected in P&R Admin 01-17-090-501.	0	0	0
0	0	0	6420-40 Donations - Parks & Recreation - Base/Softball Fundraisers Discontinued.	0	0	0
4,795	12,224	15,500	TOTAL MISCELLANEOUS	15,500	15,500	15,500
23,828	57,429	58,000	TOTAL RESOURCES	58,000	58,000	58,000

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 096 - RECREATIONAL SPORTS Program : 656 - YOUTH BASEBALL/SOFTBALL	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
REQUIREMENTS						
PERSONNEL SERVICES						
1,979	5,859	12,102	7000-15 Salaries & Wages - Temporary Program Assistant - 0.15 FTE Recreation Assistant - 0.26 FTE	13,990	13,990	13,990
0	0	0	7000-20 Salaries & Wages - Overtime	0	0	0
123	363	733	7300-05 Fringe Benefits - FICA - Social Security	846	846	846
29	85	175	7300-06 Fringe Benefits - FICA - Medicare	203	203	203
0	162	1,361	7300-15 Fringe Benefits - PERS - OPSRP - IAP	1,547	1,547	1,547
0	0	256	7300-35 Fringe Benefits - Workers' Compensation Insurance	285	285	285
2	5	10	7300-37 Fringe Benefits - Workers' Benefit Fund	10	10	10
0	0	0	7300-45 Fringe Benefits - Paid Family Leave City Share	51	51	51
2,133	6,474	14,637	TOTAL PERSONNEL SERVICES	16,932	16,932	16,932
MATERIALS AND SERVICES						
4,795	12,224	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.	0	0	0
12,548	13,515	19,000	8130 Recreation Program Expenses Youth baseball/softball related materials, supplies, and equipment necessary to sustain program operations for boys and girls 6-14 years.	19,000	19,000	19,000
0	0	0	8138 Sponsorships Utilized Parks & Recreation Sponsorships matched with revenue account #6420-06 Donations - Parks & Recreation Sponsorships	15,500	15,500	15,500
17,343	25,739	34,500	TOTAL MATERIALS AND SERVICES	34,500	34,500	34,500
19,476	32,212	49,137	TOTAL REQUIREMENTS	51,432	51,432	51,432

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 096 - RECREATIONAL SPORTS Program : 659 - YOUTH SPORTS CAMPS	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES						
<u>CHARGES FOR SERVICES</u>						
428	1,060	1,200	5350 Registration Fees Recreational Sports registration fees for several summer skill development youth sports camps and classes.	1,200	1,200	1,200
428	1,060	1,200	<u>TOTAL CHARGES FOR SERVICES</u>	1,200	1,200	1,200
428	1,060	1,200	<i>TOTAL RESOURCES</i>	1,200	1,200	1,200

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 096 - RECREATIONAL SPORTS Program : 659 - YOUTH SPORTS CAMPS	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
REQUIREMENTS						
<u>PERSONNEL SERVICES</u>						
0	0	49	7000-15 Salaries & Wages - Temporary Recreation Assistant - 0.01 FTE	50	50	50
0	0	3	7300-05 Fringe Benefits - FICA - Social Security	4	4	4
0	0	1	7300-06 Fringe Benefits - FICA - Medicare	1	1	1
0	0	5	7300-15 Fringe Benefits - PERS - OPSRP - IAP	6	6	6
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	0	7300-45 Fringe Benefits - Paid Family Leave City Share	0	0	0
0	0	60	<u>TOTAL PERSONNEL SERVICES</u>	63	63	63
<u>MATERIALS AND SERVICES</u>						
0	0	50	8130 Recreation Program Expenses Incidental equipment or supplies to support youth sports camps and classes as needed.	50	50	50
0	0	50	<u>TOTAL MATERIALS AND SERVICES</u>	50	50	50
0	0	110	<u>TOTAL REQUIREMENTS</u>	113	113	113

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 099 - SENIOR CENTER Program : 501 - ADMINISTRATION	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES						
<u>CHARGES FOR SERVICES</u>						
0	1,715	2,875	5380-20 Facility Rentals - Meeting Rooms	3,200	3,200	3,200
0	0	0	5380-30 Facility Rentals - Kitchen Facilities Senior Center kitchen facility rentals.	0	0	0
90	56	2,550	5380-40 Facility Rentals - Staff Fees	500	500	500
220	220	2,100	5380-45 Facility Rentals - Reception Facilities	1,800	1,800	1,800
0	0	0	5380-50 Facility Rentals - Meal Site Northwest Senior & Disabled Services moved to a new location March 28, 2019	0	0	0
10	0	0	5420 Newsletter Eliminated newsletter and subscriptions as part of transition effort to P&R guide.	0	0	0
320	1,991	7,525	<u>TOTAL CHARGES FOR SERVICES</u>	5,500	5,500	5,500
<u>MISCELLANEOUS</u>						
0	0	0	6420-06 Donations - Parks & Recreation - Sponsorships Parks & Recreation Sponsorships for Senior Center programs.	2,000	2,000	2,000
269	-5	2,200	6420-45 Donations - Parks & Recreation - Seniors Miscellaneous contributions to support McMinnville Senior Center and senior activities including coffee donations. Expenses posted to account #7680.	0	129,279	129,279
0	5	0	6420-60 Donations - Parks & Recreation - Building Improvements	0	0	0
1	63	500	6600 Other Income Senior Center equipment rental fees and other incidental revenues.	250	250	250
0	410	1,500	6600-35 Other Income - Wortman Gallery Income received from the sale of art work displayed in the Wortman Gallery at the Senior Center. Senior Center receives a small percentage of art sales proceeds. Payments to artists are reflected in expense account # 8135. Contributions which support incidental expenses related to Gallery programs are also recorded in this revenue account.	1,500	1,500	1,500
271	473	4,200	<u>TOTAL MISCELLANEOUS</u>	3,750	133,029	133,029
591	2,464	11,725	<u>TOTAL RESOURCES</u>	9,250	138,529	138,529

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 099 - SENIOR CENTER Program : 501 - ADMINISTRATION	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

-1,243	607	0	7000 Salaries & Wages	0	0	0
114,040	60,493	62,995	7000-05 Salaries & Wages - Regular Full Time Recreation Supervisor - 1.00 FTE	67,164	67,164	67,164
0	14,119	30,876	7000-10 Salaries & Wages - Regular Part Time Management Support Technician - 0.80 FTE	34,009	34,009	34,009
3,294	3,835	20,117	7000-15 Salaries & Wages - Temporary Customer Service Assistant & Recreation Assistant - 0.50 FTE	15,772	15,772	15,772
0	0	0	7000-20 Salaries & Wages - Overtime	0	0	0
800	0	0	7000-37 Salaries & Wages - Medical Opt Out Incentive	0	0	0
-510	383	0	7300 Fringe Benefits	0	0	0
7,075	4,516	6,896	7300-05 Fringe Benefits - FICA - Social Security	7,075	7,075	7,075
1,655	1,056	1,653	7300-06 Fringe Benefits - FICA - Medicare	1,696	1,696	1,696
38,668	17,658	29,534	7300-15 Fringe Benefits - PERS - OPSRP - IAP	32,369	32,369	32,369
17,030	25,747	29,808	7300-20 Fringe Benefits - Medical Insurance	30,268	30,268	30,268
2,400	4,000	4,000	7300-22 Fringe Benefits - VEBA Plan	4,000	4,000	4,000
161	115	120	7300-25 Fringe Benefits - Life Insurance	120	120	120
530	267	226	7300-30 Fringe Benefits - Long Term Disability	244	244	244
2,550	1,610	1,052	7300-35 Fringe Benefits - Workers' Compensation Insurance	916	916	916
33	31	56	7300-37 Fringe Benefits - Workers' Benefit Fund	53	53	53
542	0	0	7300-40 Fringe Benefits - Unemployment	0	0	0
0	0	0	7300-45 Fringe Benefits - Paid Family Leave City Share	430	430	430
23	299	997	7400-10 Fringe Benefits - Volunteers - Workers' Compensation Insurance	997	997	997
187,049	134,736	188,330	TOTAL PERSONNEL SERVICES	195,113	195,113	195,113

MATERIALS AND SERVICES

153	503	1,250	7500 Credit Card Fees	1,250	1,250	1,250
0	0	0	7515 City Services Charge expense	860	860	860
157	131	200	7540 Employee Events Costs shared city-wide for employee training, materials, and events.	300	300	300
145	417	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

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 099 - SENIOR CENTER Program : 501 - ADMINISTRATION			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
8,455	9,112	12,500	7600	Utilities		12,500	12,500	12,500
0	0	0	7600-04	Utilities - Water		0	0	0
2,000	2,210	2,500	7610-05	Insurance - Liability		2,930	2,930	2,930
3,400	3,662	4,140	7610-10	Insurance - Property		5,310	5,310	5,310
5,522	5,566	6,500	7620	Telecommunications		6,500	6,500	6,500
				Cost of living increase.,				
2,512	10,386	22,500	7650-10	Janitorial - Services		33,220	33,220	33,220
642	966	2,500	7650-15	Janitorial - Supplies		2,500	2,500	2,500
1,245	2,846	2,100	7660	Materials & Supplies		2,100	2,100	2,100
269	0	1,500	7680	Materials & Supplies - Donations		0	129,279	129,279
				Materials and supplies purchased from general donations that support the Senior Center through revenue account 6420-45, Donations-Parks & Recreation-Seniors.				
12,480	17,452	20,000	7720	Repairs & Maintenance		20,000	20,000	20,000
0	0	1,500	7720-24	Repairs & Maintenance - Donations - Seniors		0	0	0
				Facility and equipment repairs and maintenance funded by donations from seniors through revenue account 6420-45, Donations-Parks & Recreation-Seniors. For FY2024 all expenses will be posted to account 7680.				
443	561	600	7750	Professional Services		0	0	0
0	0	640	7750-01	Professional Services - Audit & other city-wide prof svc		300	300	300
				Costs shared city-wide for Audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses				
9,057	8,662	11,000	7790	Maintenance & Rental Contracts		13,000	13,000	13,000
578	490	500	7800	M & S Equipment		500	500	500
0	0	0	7810	M & S Equipment - Donations		0	0	0
2,893	3,828	4,411	7840	M & S Computer Charges		5,041	5,041	5,041
				I.S. Fund materials & supplies costs shared city-wide				
1,522	1,598	7,160	7840-60	M & S Computer Charges - Senior Center		4,470	4,470	4,470
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Office 365 Licensing (2)	1	530	530	
				Activenet Maintenance	1	1,440	1,440	
				Activenet Peripherals	1	1,000	1,000	
				Projector	1	1,500	1,500	
50	0	0	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				
0	536	1,350	8135	Wortman Gallery Expenses		1,500	1,500	1,500
				Reflects payments to Gallery artists from sales of their art work. May also include small, incidental expenses supporting the Gallery.				

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 099 - SENIOR CENTER Program : 501 - ADMINISTRATION			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
0	0	0	8138	Sponsorships Utilized		2,000	2,000	2,000
			Parks & Recreation Sponsorships matched with revenue account #6420-06 Donations - Parks & Recreation Sponsorships					
51,523	68,924	103,851	TOTAL MATERIALS AND SERVICES			115,281	244,560	244,560
<u>CAPITAL OUTLAY</u>								
0	357	0	8750	Capital Outlay Computer Charges		1,351	1,351	1,351
			I.S. Fund capital outlay costs shared city-wide					
0	0	15,000	8800	Building Improvements		212,500	212,500	212,500
			Exterior Senior Center Sign					
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Outdoor lit signage	1	12,500	12,500		
			Bathroom remodel	1	200,000	200,000		
0	357	15,000	TOTAL CAPITAL OUTLAY			213,851	213,851	213,851
238,572	204,017	307,181	TOTAL REQUIREMENTS			524,245	653,524	653,524

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	5350	Department : 17 - PARKS & RECREATION Section : 099 - SENIOR CENTER Program : 635 - CLASSES & PROGRAMS	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES							
CHARGES FOR SERVICES							
5,191	21,265	30,000		Registration Fees	30,000	30,000	30,000
5,191	21,265	30,000		TOTAL CHARGES FOR SERVICES	30,000	30,000	30,000
5,191	21,265	30,000		TOTAL RESOURCES	30,000	30,000	30,000

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 099 - SENIOR CENTER Program : 635 - CLASSES & PROGRAMS		2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
REQUIREMENTS							
PERSONNEL SERVICES							
0	575	46,618	7000-15	Salaries & Wages - Temporary Recreation Program Instructor 1, 2 & 3 - 0.51 FTE	22,782	22,782	22,782
0	36	2,820	7300-05	Fringe Benefits - FICA - Social Security	1,378	1,378	1,378
0	8	676	7300-06	Fringe Benefits - FICA - Medicare	330	330	330
0	0	5,244	7300-15	Fringe Benefits - PERS - OPSRP - IAP	2,520	2,520	2,520
0	14	569	7300-35	Fringe Benefits - Workers' Compensation Insurance	241	241	241
0	0	23	7300-37	Fringe Benefits - Workers' Benefit Fund	12	12	12
0	0	0	7300-45	Fringe Benefits - Paid Family Leave City Share	84	84	84
0	634	55,950	TOTAL PERSONNEL SERVICES		27,347	27,347	27,347
MATERIALS AND SERVICES							
3,196	14,135	8,000	8130	Recreation Program Expenses Materials and supplies for Senior Center special interest classes and programs including costs associated with instructors who are independent contractors.	11,000	11,000	11,000
3,196	14,135	8,000	TOTAL MATERIALS AND SERVICES		11,000	11,000	11,000
3,196	14,769	63,950	TOTAL REQUIREMENTS		38,347	38,347	38,347

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET		2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
Department : 17 - PARKS & RECREATION Section : 099 - SENIOR CENTER Program : 641 - SPECIAL EVENTS						
RESOURCES						
CHARGES FOR SERVICES						
1,765	0	500	5350	Registration Fees	500	500
1,765	0	500		TOTAL CHARGES FOR SERVICES	500	500
1,765	0	500		TOTAL RESOURCES	500	500

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 099 - SENIOR CENTER Program : 641 - SPECIAL EVENTS	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
REQUIREMENTS						
<u>MATERIALS AND SERVICES</u>						
2,706	142	500	8130 Recreation Program Expenses Costs associated with Senior Center special fund raising events and other major programs.	500	500	500
2,706	142	500	<u>TOTAL MATERIALS AND SERVICES</u>	500	500	500
2,706	142	500	TOTAL REQUIREMENTS	500	500	500

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 099 - SENIOR CENTER Program : 665 - DAY TOURS	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES						
CHARGES FOR SERVICES						
0	0	500	5350 Registration Fees Registration income from Senior Center sponsored day-long field trip and tour event registration fees	2,200	2,200	2,200
0	0	500	TOTAL CHARGES FOR SERVICES	2,200	2,200	2,200
0	0	500	TOTAL RESOURCES	2,200	2,200	2,200

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 099 - SENIOR CENTER Program : 665 - DAY TOURS		2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
REQUIREMENTS							
<u>PERSONNEL SERVICES</u>							
0	0	250	7000-15	Salaries & Wages - Temporary Program Assistant - 0.06 FTE	2,126	2,126	2,126
0	0	15	7300-05	Fringe Benefits - FICA - Social Security	129	129	129
0	0	4	7300-06	Fringe Benefits - FICA - Medicare	31	31	31
0	0	28	7300-15	Fringe Benefits - PERS - OPSRP - IAP	236	236	236
0	0	3	7300-35	Fringe Benefits - Workers' Compensation Insurance	23	23	23
0	0	0	7300-37	Fringe Benefits - Workers' Benefit Fund	2	2	2
0	0	0	7300-45	Fringe Benefits - Paid Family Leave City Share	8	8	8
0	0	300	<u>TOTAL PERSONNEL SERVICES</u>		2,555	2,555	2,555
<u>MATERIALS AND SERVICES</u>							
40	0	1,250	8130	Recreation Program Expenses Senior Center day tour excursions including bus transportation, admission fees, meals, and other event related expenses.	0	0	0
40	0	1,250	<u>TOTAL MATERIALS AND SERVICES</u>		0	0	0
40	0	1,550	<u>TOTAL REQUIREMENTS</u>		2,555	2,555	2,555

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 099 - SENIOR CENTER Program : 668 - OVERNIGHT TOURS	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES						
CHARGES FOR SERVICES						
0	0	200	5350 Registration Fees No expenses attached to this program. Revenue is a percentage from a participant registering for an Overnight Trip through Collette Travel.	500	500	500
0	0	200	TOTAL CHARGES FOR SERVICES	500	500	500
0	0	200	TOTAL RESOURCES	500	500	500

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 099 - SENIOR CENTER Program : 670 - WORTMAN PARK CAFE	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES						
CHARGES FOR SERVICES						
0	461	28,100	5410-05 Sales - Wortman Park Cafe Program is being eliminated due to the cost risk with fees needing to increase by 60% - 80%.	0	0	0
0	461	28,100	TOTAL CHARGES FOR SERVICES	0	0	0
0	461	28,100	TOTAL RESOURCES	0	0	0

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 17 - PARKS & RECREATION Section : 099 - SENIOR CENTER Program : 670 - WORTMAN PARK CAFE		2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
REQUIREMENTS							
<u>PERSONNEL SERVICES</u>							
0	0	13,648	7000-15	Salaries & Wages - Temporary	0	0	0
0	0	826	7300-05	Fringe Benefits - FICA - Social Security	0	0	0
0	0	198	7300-06	Fringe Benefits - FICA - Medicare	0	0	0
0	0	1,535	7300-15	Fringe Benefits - PERS - OPSRP - IAP	0	0	0
0	0	167	7300-35	Fringe Benefits - Workers' Compensation Insurance	0	0	0
0	0	8	7300-37	Fringe Benefits - Workers' Benefit Fund	0	0	0
0	0	0	7300-45	Fringe Benefits - Paid Family Leave City Share	0	0	0
0	0	16,382	<u>TOTAL PERSONNEL SERVICES</u>		0	0	0
<u>MATERIALS AND SERVICES</u>							
581	556	31,200	7660-37	Materials & Supplies - Wortman Park Cafe Program is being eliminated due to the cost risk with fees needing to increase by 60% - 80%.	0	0	0
581	556	31,200	<u>TOTAL MATERIALS AND SERVICES</u>		0	0	0
581	556	47,582	<u>TOTAL REQUIREMENTS</u>		0	0	0

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 19 - PARK MAINTENANCE Section : N/A Program : N/A		2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES							
<u>INTERGOVERNMENTAL</u>							
0	0	0	4545	Federal FEMA Grant	0	0	0
0	0	440,000	4546	American Rescue Plan	554,000	0	0
0	0	440,000	<u>TOTAL INTERGOVERNMENTAL</u>		554,000	0	0
<u>CHARGES FOR SERVICES</u>							
-50	8,193	5,000	5390	Park Rentals Picnic site reservation fees for Wortman and Discovery Meadows picnic facilities.	10,000	10,000	10,000
-50	8,193	5,000	<u>TOTAL CHARGES FOR SERVICES</u>		10,000	10,000	10,000
<u>MISCELLANEOUS</u>							
607	0	9,750	6600	Other Income	0	0	0
607	0	9,750	<u>TOTAL MISCELLANEOUS</u>		0	0	0
557	8,193	454,750	<u>TOTAL RESOURCES</u>		564,000	10,000	10,000

Budget Document Report

01 - GENERAL FUND

Department : 19 - PARK MAINTENANCE
 Section : N/A
 Program : N/A

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET		2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET	
REQUIREMENTS							
PERSONNEL SERVICES							
-3,092	3,555	0	7000	Salaries & Wages	0	0	0
556,783	538,807	612,545	7000-05	Salaries & Wages - Regular Full Time Maintenance & Operations - Superintendent - 0.50 FTE Maintenance & Operations - Supervisor - Park Maint - 0.95 FTE Maintenance & Operations - Supervisor - Streets - 0.05 FTE Facilities Supervisor - 1.00 FTE Senior Utility Worker - 1.00 FTE Utility Worker II - 4.00 FTE Utility Worker I - 2.00 FTE Mechanic - Operations & Maintenance - 0.45 FTE Management Support Specialist - Senior - 0.50 FTE	651,702	746,600	746,600
26,986	17,013	33,604	7000-15	Salaries & Wages - Temporary Extra Help - Park Maintenance - 1.03 FTE Extra Help - Facilities - 1.00 FTE	40,855	80,984	80,984
4,698	6,394	6,000	7000-20	Salaries & Wages - Overtime	10,000	10,000	10,000
1,700	2,000	2,400	7000-37	Salaries & Wages - Medical Opt Out Incentive	2,400	2,400	2,400
-1,214	1,624	0	7300	Fringe Benefits	0	0	0
35,724	34,085	39,600	7300-05	Fringe Benefits - FICA - Social Security	42,650	50,819	50,819
8,355	7,971	9,491	7300-06	Fringe Benefits - FICA - Medicare	10,222	12,180	12,180
176,324	161,080	198,239	7300-15	Fringe Benefits - PERS - OPSRP - IAP	219,696	252,860	252,860
116,828	121,667	126,249	7300-20	Fringe Benefits - Medical Insurance	129,188	151,626	151,626
16,500	16,500	15,500	7300-22	Fringe Benefits - VEBA Plan	15,500	18,500	18,500
995	711	567	7300-25	Fringe Benefits - Life Insurance	567	627	627
3,047	1,965	1,386	7300-30	Fringe Benefits - Long Term Disability	1,511	1,737	1,737
28,494	27,122	21,592	7300-35	Fringe Benefits - Workers' Compensation Insurance	21,670	25,708	25,708
196	175	265	7300-37	Fringe Benefits - Workers' Benefit Fund	240	286	286
1,306	0	0	7300-40	Fringe Benefits - Unemployment	0	0	0
0	0	0	7300-45	Fringe Benefits - Paid Family Leave City Share	2,553	3,048	3,048
973,630	940,670	1,067,438	TOTAL PERSONNEL SERVICES		1,148,754	1,357,375	1,357,375
MATERIALS AND SERVICES							
0	0	0	7515	City Services Charge expense	4,590	4,590	4,590
972	359	900	7530	Training	1,200	1,200	1,200

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 19 - PARK MAINTENANCE Section : N/A Program : N/A		2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
736	688	1,000	7540	Employee Events Costs shared city-wide for employee training, materials, and events.	1,500	1,500	1,500
2,380	2,759	4,000	7550	Travel & Education Registration for professional conferences and reimbursement to employees for approved training programs, licenses, and certifications.	5,500	5,500	5,500
14,261	21,445	36,000	7590	Fuel - Vehicle & Equipment	30,000	30,000	30,000
23,357	23,533	26,000	7600	Utilities	26,000	26,000	26,000
0	0	0	7600-04	Utilities - Water	0	0	0
13,800	15,378	17,380	7610-05	Insurance - Liability	20,750	20,750	20,750
15,500	12,243	18,830	7610-10	Insurance - Property	20,440	20,440	20,440
6,564	7,381	9,000	7620	Telecommunications	9,000	9,000	9,000
2,295	2,448	0	7650	Janitorial	2,900	2,900	2,900
16,948	21,320	20,000	7660	Materials & Supplies	22,000	22,000	22,000
3,830	2,613	7,500	7720-10	Repairs & Maintenance - Building Maintenance Parks Maintenance Department's shared cost of Public Works Shop buildings and grounds maintenance.	7,500	7,500	7,500
15,096	15,000	18,000	7720-14	Repairs & Maintenance - Vehicles	16,000	16,000	16,000
88,296	73,966	115,000	7720-26	Repairs & Maintenance - Park Maintenance Park maintenance costs include solid waste disposal, fertilizer, lime, janitorial supplies, park amenity repairs/replacement, herbicides, garbage bags, dog waste station supplies, irrigation parts, play equipment parts, landscape bark, fall attenuation material, dog park surfacing and trail surfacing material.	122,000	142,000	142,000
8,361	11,977	15,000	7720-27	Repairs & Maintenance - Park Vandalism Park vandalism costs including contract and material expenses to clean up graffiti and repair vandalized elements in the park system.	20,000	20,000	20,000
1,704	1,678	0	7750	Professional Services	0	0	0
0	0	2,180	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	3,100	3,100	3,100
0	0	80,000	7750-04	Professional Services - Grants Discovery Meadows Park Splash Pad	0	95,000	95,000
10,681	10,645	12,000	7780-07	Contract Services - Downtown Downtown & Alpine Avenue solid waste disposal	12,600	12,600	12,600
116,084	94,725	105,000	7780-15	Contract Services - Park Maintenance 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.	272,000	472,000	472,000

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 19 - PARK MAINTENANCE			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
			Section : N/A					
			Program : N/A					
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Park tree replacement program	1	150,000	150,000		
			Park Maintenance contract services	1	116,000	116,000		
			Temporary portable restroom placements	6	1,000	6,000		
			Park Maintenance core service add	1	120,000	120,000		
			Facility maintenance core service add	1	80,000	80,000		
1,786	3,660	3,000	7800-39 M & S Equipment - Parks				4,000	4,000
			Miscellaneous small equipment for operations and maintenance					4,000
2,446	1,071	2,000	7800-42 M & S Equipment - Shop				2,000	7,000
			Miscellaneous small equipment and tools for shop operations and maintenance					7,000
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Small equipment and tools for shop operations	1	2,000	2,000		
			Core Services Add Package: facilities maintenance tools	1	5,000	5,000		
4,286	5,742	5,146	7840 M & S Computer Charges				8,326	8,326
			I.S. Fund materials & supplies costs shared city-wide					8,326
7,560	7,504	16,270	7840-65 M & S Computer Charges - Park Maintenance				10,450	13,950
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			ESRI-17%, shared with Bldg,Comm Dvlpmt,Eng,Street,WWS	1	2,500	2,500		
			Hansen Maintenance-25%, shared with Street,Eng,WWS	1	4,000	4,000		
			Desktop Replacement (1) - 50%, shared with Street	1	600	600		
			Adobe Pro Licensing (2)	2	200	400		
			Office 365 Licensing (5.5)	1	1,450	1,450		
			Discovery Network Connection	1	1,500	1,500		
			Facilities Computer/Tech	1	3,500	3,500		
356,942	336,135	514,206	TOTAL MATERIALS AND SERVICES				621,856	945,356
			CAPITAL OUTLAY					
0	0	0	8720 Equipment - Grants				0	0
0	535	0	8750 Capital Outlay Computer Charges				2,232	2,232
			I.S. Fund capital outlay costs shared city-wide					2,232
0	0	0	8750-65 Capital Outlay Computer Charges - Park Maintenance				27,500	27,500
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Hansen Upgrade - 25%, shared with Engineering, Street, WWS	1	27,500	27,500		

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 19 - PARK MAINTENANCE Section : N/A Program : N/A			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
0	0	0	8800	Building Improvements		600,500	600,500	600,500
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Restroom partitions-City Park, Discovery Meadows, Wortman	1	43,000	43,000	
				Restroom interior improvements-Thompson	1	17,500	17,500	
				Install Loos restrooms	2	270,000	540,000	
0	19,941	0	8850	Vehicles		0	121,000	121,000
				Core Services Add Packages: park maintenance capital vehicle and equipment replacement; facilities maintenance vehicle.				
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Core Services Add Package: park maintenance capital replacement	1	66,000	66,000	
				Core Services Add Package: facilities maintenance vehicle	1	55,000	55,000	
0	0	310,000	8850-15	Vehicles - Grants		140,000	140,000	140,000
				Park Maintenance fleet and equipment upgrades funded with American Rescue Plan grant revenue				
0	0	50,000	9300-02	Park Improvements - Grants		414,000	709,900	709,900
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Irrigation Renovations phase 2	1	100,000	100,000	
				Neighborhood Park Renovations	1	130,000	130,000	
				Discovery splash pad renovation	1	184,000	184,000	
				Discovery splash pad renovation add'l improvements	1	295,900	295,900	
0	0	0	9300-05	Park Improvements - Play Equipment		0	0	0
0	20,476	360,000	TOTAL CAPITAL OUTLAY			1,184,232	1,601,132	1,601,132
1,330,573	1,297,281	1,941,644	TOTAL REQUIREMENTS			2,954,842	3,903,863	3,903,863

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 21 - LIBRARY Section : N/A Program : N/A		2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES							
INTERGOVERNMENTAL							
0	0	203,000	4546	American Rescue Plan	150,000	0	0
0	0	0	4780	OR State Aid Grant - Library	0	0	0
6,190	2,784	3,500	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.	1,770	1,770	1,770
0	4,682	2,500	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.	3,500	3,500	3,500
0	3,285	0	4781-05	State Library of Oregon - Library Svcs and Tech Grant	0	0	0
185,230	193,097	295,000	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.	208,519	208,519	208,519
191,420	203,847	504,000	TOTAL INTERGOVERNMENTAL		363,789	213,789	213,789
CHARGES FOR SERVICES							
420	480	300	5430	Outside City User Fee \$60 per household per year for full borrowing privileges as determined by the Chemeketa Cooperative Regional Library Service(CCRLS) Advisory Council to provide "equity" for the difference between City resident tax rate and county resident tax rate dedicated to CCRLS.	480	480	480
420	480	300	TOTAL CHARGES FOR SERVICES		480	480	480
FINES AND FORFEITURES							
11,674	11,696	4,000	6160	Fines & Lost Books Charges to library patrons for materials borrowed and not returned.	5,000	5,000	5,000
11,674	11,696	4,000	TOTAL FINES AND FORFEITURES		5,000	5,000	5,000
MISCELLANEOUS							
0	1,931	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

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 21 - LIBRARY Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
0	3	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
4,453	18,754	14,000	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 01-21.8160-25, Donations - Library Foundation Even CY.	15,500	15,500	15,500
12,505	18,279	15,000	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 01-21.8160-30, Donations - Library Foundation Odd CY.	8,500	8,500	8,500
8,554	12,896	13,000	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 01-21.8160-40, Donations - Friends of the Library.	15,000	15,000	15,000
0	0	0	6440-20 Donations - Library - Adult Programs	0	0	0
0	3,055	0	6440-25 Donations - Library - Children's Programs Donations received from the public, granting agencies, and local service groups. This money is expended through account 01-21.8160-15, Donations - Children's Programs.	100	100	100
6,552	530	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.	3,000	3,000	3,000
4,894	4,292	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.	4,000	4,000	4,000
36,958	59,741	50,500	TOTAL MISCELLANEOUS	46,600	46,600	46,600
240,472	275,765	558,800	TOTAL RESOURCES	415,869	265,869	265,869

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 21 - LIBRARY Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

-3,130	9,642	0	7000	Salaries & Wages	0	0	0
575,520	805,791	1,024,247	7000-05	Salaries & Wages - Regular Full Time Library Director - 1.00 FTE Library Manager - 1.00 FTE Library Supervisor - 3.00 FTE Librarian - 3.00 FTE Library Technician - Senior - 4.00 FTE	1,014,980	1,014,980	1,014,980
286,908	231,001	171,413	7000-10	Salaries & Wages - Regular Part Time Librarian - 2.00 FTE Library Technician - 2.01 FTE Library Assistant - 0.83 FTE	259,760	259,760	259,760
73	0	0	7000-15	Salaries & Wages - Temporary	7,200	7,200	7,200
-78	1,041	0	7000-20	Salaries & Wages - Overtime	0	0	0
3,696	3,209	2,400	7000-37	Salaries & Wages - Medical Opt Out Incentive	3,000	3,000	3,000
-849	3,530	0	7300	Fringe Benefits	0	0	0
52,082	62,919	72,485	7300-05	Fringe Benefits - FICA - Social Security	77,739	77,739	77,739
12,181	14,715	17,369	7300-06	Fringe Benefits - FICA - Medicare	18,630	18,630	18,630
266,531	329,238	378,516	7300-15	Fringe Benefits - PERS - OPSRP - IAP	419,790	419,790	419,790
135,886	138,874	205,236	7300-20	Fringe Benefits - Medical Insurance	191,666	191,666	191,666
19,000	20,000	31,000	7300-22	Fringe Benefits - VEBA Plan	25,000	25,000	25,000
1,620	1,138	1,140	7300-25	Fringe Benefits - Life Insurance	960	960	960
4,408	3,014	2,158	7300-30	Fringe Benefits - Long Term Disability	2,774	2,774	2,774
698	893	1,437	7300-35	Fringe Benefits - Workers' Compensation Insurance	1,412	1,412	1,412
320	312	388	7300-37	Fringe Benefits - Workers' Benefit Fund	389	389	389
870	0	0	7300-40	Fringe Benefits - Unemployment	0	0	0
0	0	0	7300-45	Fringe Benefits - Paid Family Leave City Share	4,719	4,719	4,719
184	249	299	7400-10	Fringe Benefits - Volunteers - Workers' Compensation Insurance	299	299	299
1,355,920	1,625,565	1,908,088	TOTAL PERSONNEL SERVICES		2,028,318	2,028,318	2,028,318

MATERIALS AND SERVICES

505	542	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
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Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 21 - LIBRARY Section : N/A Program : N/A		2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
1,377	1,207	1,700	7540	Employee Events Costs shared city-wide for employee training, materials, and events.	2,600	2,600	2,600
3,136	6,927	12,000	7550	Travel & Education Membership in professional organizations, registration and travel to workshops, conferences and seminars.	8,000	8,000	8,000
1,598	738	2,500	7580	Volunteer Recognition Online background checks for library volunteers, recognition and gifts, including annual Volunteer Appreciation Day program and refreshments.	2,250	2,250	2,250
2,538	2,770	2,000	7590	Fuel - Vehicle & Equipment Fuel costs for home delivery, bookmobile, mileage reimbursement for homebound program, and outreach to preschools and daycares.	1,000	1,000	1,000
22,199	28,123	23,500	7600	Utilities	30,000	30,000	30,000
0	0	0	7600-04	Utilities - Water	0	0	0
15,700	18,873	21,330	7610-05	Insurance - Liability	26,350	26,350	26,350
11,300	12,520	14,150	7610-10	Insurance - Property	17,690	17,690	17,690
14,170	14,258	15,000	7620	Telecommunications Staff telephone service, elevator phone line, public WiFi, bookmobile hotspot, and home delivery cell phone.	15,000	15,000	15,000
16,368	17,925	30,000	7650	Janitorial Contract janitorial services and supplies and litter patrol.	54,000	54,000	54,000
683	677	650	7660	Materials & Supplies General library and staff room supplies.	600	600	600
635	330	650	7660-15	Materials & Supplies - Postage Inter-library loan books returned by mail and other library mailing costs.	500	500	500
2,940	2,441	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
2,499	3,836	2,500	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
1,611	1,782	2,000	7660-60	Materials & Supplies - Administration	1,500	1,500	1,500
2,018	2,748	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
6,001	5,911	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
2,495	2,098	2,500	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

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 21 - LIBRARY Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
3,348	0	0	7680-11 Materials & Supplies - Donations - Library Foundation Even CY Moved to 8160-25	0	0	0
12,505	0	0	7680-12 Materials & Supplies - Donations - Library Foundation Odd CY Moved to 8160-30	0	0	0
0	0	0	7680-15 Materials & Supplies - Donations - Children's Programs Moved to 8160-15	0	0	0
8,554	0	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
19,347	24,262	18,000	7720-08 Repairs & Maintenance - Building Repairs	18,000	18,000	18,000
23,194	24,742	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.	28,000	28,000	28,000
401	1,570	600	7720-14 Repairs & Maintenance - Vehicles Repairs, maintenance and supplies for the library bookmobile and home delivery vehicle.	600	600	600
2,439	2,246	0	7750 Professional Services	0	0	0
0	0	3,040	7750-01 Professional Services - Audit & other city-wide prof svc Costs shared city-wide for Audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses	5,100	5,100	5,100
8,924	8,992	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
4,929	2,415	5,000	7800 M & S Equipment Furniture and equipment.	4,000	4,000	4,000
0	0	0	7810-05 M & S Equipment - Donations - Library Foundation	0	0	0
63,215	76,556	86,740	7840 M & S Computer Charges I.S. Fund materials & supplies costs shared city-wide	86,286	86,286	86,286
7,877	11,716	20,960	7840-70 M & S Computer Charges - Library Core services add package, \$3240 for 1 additional Surface and Office 365 licensing	13,000	13,000	13,000
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Office 365 Licensing (21)	1	5,800	5,800
			Adobe Pro Licensing	1	200	200
			Replacement Computers	3	1,500	4,500
			New Monitors	10	250	2,500
21,889	14,997	22,000	8150-05 Books & Materials - Adult Books Fiction and non-fiction print books for adult borrowing.	20,000	20,000	20,000
1,352	0	0	8150-15 Books & Materials - Reference Online Database Online subscriptions for public use.	0	0	0
15,265	12,204	13,000	8150-20 Books & Materials - Children's Books Books, audio visual, and other materials for children ages 0 - 12.	12,000	12,000	12,000

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 21 - LIBRARY Section : N/A Program : N/A		2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
4,493	4,426	4,500	8150-25	Books & Materials - Young Adult Books Books for young adults ages 12 - 17.	4,500	4,500	4,500
5,354	6,007	6,500	8150-30	Books & Materials - Large Print Books Large print books for visually impaired adults.	6,000	6,000	6,000
1,777	1,905	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
4,499	4,625	4,500	8150-45	Books & Materials - Periodicals Newspaper and magazine subscriptions.	4,500	4,500	4,500
8,555	8,286	8,500	8150-50	Books & Materials - Audio Visuals-DVD Entertainment and non-fiction DVDs and Blu-rays.	8,500	8,500	8,500
5,162	3,510	5,500	8150-51	Books & Materials - Audio Visuals-CD Books Fiction and non-fiction audiobooks.	5,500	5,500	5,500
3,947	0	4,000	8150-53	Books & Materials - Audio & Ebooks Digital audiobooks and ebooks.	3,000	3,000	3,000
0	3,285	0	8150-54	Books & Materials - Grants	0	0	0
6,190	2,784	3,500	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.	1,770	1,770	1,770
0	4,682	2,500	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.	3,500	3,500	3,500
1,500	320	3,500	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.	2,000	2,000	2,000
0	1,934	500	8160	Donations - Library Various library purchases funded through revenue account 6440, Donations-Library.	500	500	500
0	3	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	3,055	0	8160-15	Donations - Library - Children's Programs Children's programming and supplies, including the Summer Reading Program, funded through revenue account 6440-25, Donations-Library-Children's Programs.	100	100	100
0	18,754	11,250	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.	15,500	15,500	15,500

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 21 - LIBRARY Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
0	11,517	14,500	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.	8,500	8,500	8,500
6,552	527	5,000	8160-35 Donations - Library - Kiwanis Sponsoring the purchase of books for the First Grade Reading Program. Revenue account 01-21.6440-35, Donations - Library - Kiwanis.	3,000	3,000	3,000
0	12,896	13,000	8160-40 Donations - Library - Friends of the Library The purchase of materials for borrowing. Friends of the Library revenue account 01-21.6440-15 includes funds to reimburse this line.	15,000	15,000	15,000
349,042	391,921	436,570	<u>TOTAL MATERIALS AND SERVICES</u>	457,846	457,846	457,846
<u>CAPITAL OUTLAY</u>						
0	7,137	0	8750 Capital Outlay Computer Charges I.S. Fund capital outlay costs shared city-wide	23,134	23,134	23,134
41,680	0	150,000	8800 Building Improvements Exterior security cameras covering the parking lot, native plant garden, and upper city park.	20,000	20,000	20,000
0	0	1,000	8800-02 Building Improvements - Grants ARPA Funds: Library HVAC system upgrade	150,000	150,000	150,000
0	0	0	8850 Vehicles	0	0	0
0	0	52,000	8850-15 Vehicles - Grants ARPA Funds: Electric vehicle for Library home delivery	0	0	0
41,680	7,137	203,000	<u>TOTAL CAPITAL OUTLAY</u>	193,134	193,134	193,134
1,746,641	2,024,623	2,547,658	<u>TOTAL REQUIREMENTS</u>	2,679,298	2,679,298	2,679,298

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 99 - NON-DEPARTMENTAL Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES						
PROPERTY TAXES						
14,194,045	14,887,368	15,630,000	4100-05 Property Taxes - Current Permanent operating property tax levy is \$5.02 per \$1,000 of assessed value. For FY 2024, the City will levy \$3.52 per \$1,000 of assessed value.	16,150,000	11,325,000	11,325,000
268,236	201,500	300,000	4100-10 Property Taxes - Prior Collection of delinquent property taxes due from prior year permanent rate property tax levies.	250,000	250,000	250,000
14,462,281	15,088,868	15,930,000	TOTAL PROPERTY TAXES	16,400,000	11,575,000	11,575,000
LICENSES AND PERMITS						
2,766,911	2,118,028	2,286,000	4204 W&L Payment in Lieu of Tax 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%.	2,475,000	2,475,000	2,475,000
0	0	0	4205-04 Franchise Fees - Water-McMinnville Water & Light	0	0	0
0	0	0	4205-05 Franchise Fees - PILOT McMinnville Water & Light	0	0	0
5,008	63,350	5,000	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. FY22 had one time multi-year catch up from a franchisee.	6,000	6,000	6,000
23,793	18,603	24,000	4205-07 Franchise Fees - Ziplly-Cable Cable franchise fee is 5% and is allocated to General Fund Non-Departmental (2.75%) and Telecommunications Fund (2.25%). 2.25% allocated to Telecommunications Fund is distributed to McMinnville Community Media (MCM) for management of local public access channel.	6,000	6,000	6,000
29,860	24,511	30,000	Note: Estimating reduction due to company's possible reduction of services. 4205-08 Franchise Fees - Ziplly-Telephone Telephone franchise fee is 7% and is allocated to General Fund Non-Departmental (4%) and Emergency Communications Fund (3%). 3% allocated to Emergency Communications Fund is dedicated to "Enhanced 911" emergency communications system.	21,755	21,755	21,755
178,704	185,955	179,000	4205-15 Franchise Fees - Comcast Communications-Cable Cable franchise fee is 5% and is allocated to General Fund Non-Departmental (2.75%) and Telecommunications Fund (2.25%). 2.25% allocated to Telecommunications Fund is distributed to McMinnville Community Media (MCM) for management of local public access channel.	179,000	179,000	179,000
401,781	432,681	418,500	4205-20 Franchise Fees - Recology Western Oregon Recology - Western Oregon franchise fee was increased from 3% to 4% effective October 2017 and from 4% to 5% effective July 2018	464,000	464,000	464,000
207,320	231,144	255,000	4205-25 Franchise Fees - Northwest Natural NW Natural gas franchise fee is 5%.	326,000	326,000	326,000

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 99 - NON-DEPARTMENTAL Section : N/A Program : N/A			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
522,027	554,491	644,000	4205-30	Franchise Fees - McMinnville Wastewater Services Wastewater Services franchise fee is 6% starting in FY2022-23.	676,000	676,000	676,000	
309,129	278,224	325,000	4215	Marijuana Tax - Local Local City tax is based on 3% of marijuana sales	240,075	240,075	240,075	
3,847	3,259	3,800	4490	Licenses & Permits - Misc Fees collected for liquor licenses, bicycle licenses, vehicle permits, etc.	3,000	3,000	3,000	
4,448,379	3,910,246	4,170,300	TOTAL LICENSES AND PERMITS			4,396,830	4,396,830	4,396,830
INTERGOVERNMENTAL								
142,299	12,026	0	4545	Federal FEMA Grant	0	0	0	
0	261,080	0	4546	American Rescue Plan	0	0	0	
513,061	0	0	4548	Coronavirus Relief Fund (CRF)	0	0	0	
32,803	28,562	29,100	4720	OR State Cigarette Taxes State Shared Revenue --- Cigarette taxes designed to reduce smoking have been successful. The newest taxes imposed on cigarettes and other tobacco products do not include a city share so cities now receive approximately 0.6% of state imposed taxes on cigarette sales allocated on a per capita basis to Oregon cities. These revenues will continue to trend downwards.	24,000	24,000	24,000	
445,515	431,704	450,000	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.	466,000	466,000	466,000	
668,909	645,536	639,500	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.	721,000	721,000	721,000	
132,196	52,840	52,000	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.	56,000	56,000	56,000	
19,183	-6,918	0	5010-01	Yamhill County - Other County Distributions Miscellaneous revenue from Yamhill County sent with property tax distributions	5,000	5,000	5,000	
0	0	0	5029	McMinnville Fire District	0	4,433,426	4,433,426	
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Pymt from McMinnville Fire District-PERS Transition Liab	1	55,000	55,000		
			Pymt of McMinnville Fire District Loan plus interest	1	4,378,426	4,378,426		
1,953,967	1,424,830	1,170,600	TOTAL INTERGOVERNMENTAL			1,272,000	5,705,426	5,705,426

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 99 - NON-DEPARTMENTAL Section : N/A Program : N/A				2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET																					
<u>CHARGES FOR SERVICES</u>																														
0	0	1,663,360	5305	City Service Charge		2,203,000	2,203,000	2,203,000																						
Base rate of \$13/ per month . Rate will be adjusted for low income and multifamily discounts.																														
0	0	1,663,360	<u>TOTAL CHARGES FOR SERVICES</u>				2,203,000	2,203,000	2,203,000																					
<u>MISCELLANEOUS</u>																														
34,923	41,798	50,000	6310	Interest		327,000	327,000	327,000																						
Estimated interest income earned on investments																														
36,850	36,139	25,000	6310-01	Interest - Property taxes		35,000	35,000	35,000																						
Share of interest from delinquent taxes collected at Yamhill County																														
1,737	30	0	6600	Other Income		0	0	0																						
369,248	382,293	392,782	6600-03	Other Income - PERS Transition Liability Reimb		409,764	299,172	299,172																						
City refinanced PERS transition liability for lower interest rate in 2016. General Fund is paying debt service payments on refinancing loan and operating departments reimburse the General Fund based on the department's covered payroll.																														
NOTE: Reduced by Fire/Ambulance portion of PERS expense.																														
442,758	460,260	467,782	<u>TOTAL MISCELLANEOUS</u>				771,764	661,172	661,172																					
<u>TRANSFERS IN</u>																														
6,977	8,001	9,470	6900-05	Transfers In - Special Assessments		9,777	9,777	9,777																						
<table border="0" style="width: 100%;"> <tr> <td style="width: 60%;"><u>Description</u></td> <td style="width: 10%;"><u>Units</u></td> <td style="width: 10%;"><u>Amt/Unit</u></td> <td style="width: 10%;"><u>Total</u></td> <td colspan="3"></td> </tr> <tr> <td>Administration and Finance personnel services support.</td> <td>1</td> <td>9,777</td> <td>9,777</td> <td colspan="3"></td> </tr> </table>										<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>				Administration and Finance personnel services support.	1	9,777	9,777										
<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>																											
Administration and Finance personnel services support.	1	9,777	9,777																											
361,365	518,908	600,383	6900-07	Transfers In - Transient Lodging Tax		606,961	675,368	675,368																						
<table border="0" style="width: 100%;"> <tr> <td style="width: 60%;"><u>Description</u></td> <td style="width: 10%;"><u>Units</u></td> <td style="width: 10%;"><u>Amt/Unit</u></td> <td style="width: 10%;"><u>Total</u></td> <td colspan="3"></td> </tr> <tr> <td>Transfer 30% of transient lodging taxes collected-net revenue</td> <td>1</td> <td>633,528</td> <td>633,528</td> <td colspan="3"></td> </tr> <tr> <td>Admin, Finance, & Comm Development personnel services support.</td> <td>1</td> <td>41,840</td> <td>41,840</td> <td colspan="3"></td> </tr> </table>										<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>				Transfer 30% of transient lodging taxes collected-net revenue	1	633,528	633,528				Admin, Finance, & Comm Development personnel services support.	1	41,840	41,840			
<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>																											
Transfer 30% of transient lodging taxes collected-net revenue	1	633,528	633,528																											
Admin, Finance, & Comm Development personnel services support.	1	41,840	41,840																											
0	0	274,000	6900-08	Transfers In - Affordable Housing		89,393	89,393	89,393																						
<table border="0" style="width: 100%;"> <tr> <td style="width: 60%;"><u>Description</u></td> <td style="width: 10%;"><u>Units</u></td> <td style="width: 10%;"><u>Amt/Unit</u></td> <td style="width: 10%;"><u>Total</u></td> <td colspan="3"></td> </tr> <tr> <td>Finance personnel services support.</td> <td>1</td> <td>4,989</td> <td>4,989</td> <td colspan="3"></td> </tr> <tr> <td>CDC staffing Nav Ctr State Grant support</td> <td>1</td> <td>84,404</td> <td>84,404</td> <td colspan="3"></td> </tr> </table>										<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>				Finance personnel services support.	1	4,989	4,989				CDC staffing Nav Ctr State Grant support	1	84,404	84,404			
<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>																											
Finance personnel services support.	1	4,989	4,989																											
CDC staffing Nav Ctr State Grant support	1	84,404	84,404																											
0	0	0	6900-10	Transfers In - Telecommunications		0	0	0																						
0	1,531	1,718	6900-15	Transfers In - Emergency Communications		2,550	2,550	2,550																						
<table border="0" style="width: 100%;"> <tr> <td style="width: 60%;"><u>Description</u></td> <td style="width: 10%;"><u>Units</u></td> <td style="width: 10%;"><u>Amt/Unit</u></td> <td style="width: 10%;"><u>Total</u></td> <td colspan="3"></td> </tr> <tr> <td>Finance personnel services support.</td> <td>1</td> <td>2,550</td> <td>2,550</td> <td colspan="3"></td> </tr> </table>										<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>				Finance personnel services support.	1	2,550	2,550										
<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>																											
Finance personnel services support.	1	2,550	2,550																											

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 99 - NON-DEPARTMENTAL Section : N/A Program : N/A				2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
305,591	276,923	337,516	6900-20	Transfers In - Street			314,522	329,113	329,113
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
			Street Fund support of Engineering operations.	1	41,282	41,282			
			Engineering, Admin, & Finance personnel services support.	1	283,141	283,141			
			Street Fund support of centralized Facility operations	1	4,690	4,690			
98,190	96,427	53,801	6900-25	Transfers In - Airport			42,723	60,153	60,153
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
			Engineering, Admin, & Finance personnel services support.	1	50,627	50,627			
			Airport Fund support of Engineering operations.	1	2,582	2,582			
			Airport Fund support of centralized Facility operations	1	6,944	6,944			
144,253	114,753	120,219	6900-45	Transfers In - Transportation			124,529	124,529	124,529
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
			Engineering, Admin, & Finance personnel services support.	1	109,724	109,724			
			Transportation Fund support of Engineering operations.	1	14,805	14,805			
58,119	48,906	58,460	6900-50	Transfers In - Park Development			62,573	62,573	62,573
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
			Parks & Rec Admin & Finance personnel services support.	1	62,573	62,573			
46,900	46,113	52,498	6900-58	Transfers In - Urban Renewal			57,700	57,700	57,700
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
			Community Development personnel services support	1	57,700	57,700			
17,331	21,458	25,371	6900-70	Transfers In - Building			22,763	27,846	27,846
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
			Admin & Finance personnel services support.	1	26,306	26,306			
			Building Fund support of centralized Facility operations.	1	1,540	1,540			
359,141	367,708	436,227	6900-75	Transfers In - Wastewater Services			594,737	601,532	601,532
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
			Engineering, Admin, & Finance personnel services support.	1	516,597	516,597			
			Wastewater Services Fund support of Engineering operations.	1	84,935	84,935			

Budget Document Report

01 - GENERAL FUND

			Department : 99 - NON-DEPARTMENTAL						
2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Section : N/A				2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
			Program : N/A						
168,476	211,100	229,238	6900-77	Transfers In - Wastewater Capital			268,733	268,733	268,733
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
			Engineering, Admin, & Finance personnel services support.	1	228,782	228,782			
			Wastewater Capital Fund support of Engineering operations.	1	39,951	39,951			
0	0	0	6900-79	Transfers In - Ambulance			0	0	0
599,331	186,470	208,884	6900-85	Transfers In - Insurance Services			244,919	205,297	205,297
			Insurance Services Fund distribution is to fund salaries and fringe benefits for Human Resources manager in General Fund Administration Department.						
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
			Insurance Services Fund support of HR Manager position	1	130,147	130,147			
			Administration and Finance personnel services support.	1	75,150	75,150			
187,293	187,297	187,288	6901-59	Transfers In - Interfund Debt - Urban Renewal Debt Service			187,295	187,295	187,295
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
			Bank loan payment - Interest	1	28,875	28,875			
			Bank loan payment - Principal	1	158,420	158,420			
570,061	0	0	6901-77	Transfers In - Interfund Debt - Wastewater Capital			1,582,975	5,690,441	5,690,441
			Five year term, repaid FY25 to FY29 at 3.75% interest.						
			Exception is the McMinnville Fire District loan to be repaid by 12/31/2023.						
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
			Replace 2014 PD patrol cars 834+837 (Move to Hybrid)	2	68,000	136,000			
			Community Ctr resurface courts + replace carpet	1	142,000	142,000			
			Senior Ctr lit signage + bathroom remodel	1	212,500	212,500			
			City Hall insulation + windows	1	24,000	24,000			
			CDC building: 1996 HVAC replace + secure entry	1	71,250	71,250			
			Library security system	1	20,000	20,000			
			IS shared capital - servers, domain, storage	1	91,871	91,871			
			IS asset management system replacement	1	55,000	55,000			
			IS MDTs for PD	1	50,000	50,000			
			Park Maintenance restroom partitions	1	60,500	60,500			
			Park Maintenance Loo restrooms	2	270,000	540,000			
			Interfund loan for Fire District loan-to be paid by 12/31/2023	1	4,287,320	4,287,320			
2,923,029	2,085,594	2,595,073	TOTAL TRANSFERS IN				4,212,150	8,392,300	8,392,300
24,230,414	22,969,799	25,997,115	TOTAL RESOURCES				29,255,744	32,933,728	32,933,728

Budget Document Report

01 - GENERAL FUND

Department : 99 - NON-DEPARTMENTAL
 Section : N/A
 Program : N/A

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET		2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET	
REQUIREMENTS							
PERSONNEL SERVICES							
0	6,474	14,999	7300-40	Fringe Benefits - Unemployment	10,080	10,080	10,080
0	6,474	14,999	TOTAL PERSONNEL SERVICES		10,080	10,080	10,080
MATERIALS AND SERVICES							
0	0	0	7500	Credit Card Fees	0	0	0
0	0	0	7750	Professional Services	0	0	0
0	0	0	7750-25	Professional Services - County charges	0	0	0
0	0	95,000	7780-40	Contract Services - Billing	145,800	145,800	145,800
				Billing services to support City Services Charge is new starting Jan 2023.			
0	0	95,000	TOTAL MATERIALS AND SERVICES		145,800	145,800	145,800
SPECIAL PAYMENTS							
0	0	0	9394	Inter-Agency Payment Out	0	5,134,553	5,134,553
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
				One-time FY 2024 payout to McMinnville Fire Dist- LOSAP	1	847,233	847,233
				Fire District Loan	1	4,287,320	4,287,320
0	0	0	9396	Grant Pass Through Funds	0	0	0
277,532	0	0	9396-05	Grant Pass Through Funds - Coronavirus Relief Funds	0	0	0
277,532	0	0	TOTAL SPECIAL PAYMENTS		0	5,134,553	5,134,553
DEBT SERVICE							
295,290	316,540	338,820	9417-05	PERS Transition Liability - Principal	362,210	362,210	362,210
				In 2016-17, PERS Transition Liability was refinanced with a 10 year bank loan.			
73,958	65,753	56,962	9417-10	PERS Transition Liability - Interest	47,554	47,554	47,554
				In 2016-17, PERS Transition Liability was refinanced with a 10 year bank loan.			
149,060	152,120	155,230	9540-05	Alpine Avenue-Urban Renewal - Principal	158,420	158,420	158,420
				Payment of principal on debt issued by City in 2016-17 for construction of Urban Renewal portion of Alpine Ave			
38,233	35,177	32,058	9540-10	Alpine Avenue-Urban Renewal - Interest	28,875	28,875	28,875
				Payment of interest on debt issued by City in 2016-17 for construction of Urban Renewal portion of Alpine Ave			
556,541	569,590	583,070	TOTAL DEBT SERVICE		597,059	597,059	597,059

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 99 - NON-DEPARTMENTAL Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
TRANSFERS OUT						
0	0	0	9700-08 Transfers Out - Affordable Housing	0	831,442	831,442
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			General Fund support of 25% for a Housing Associate Planner	1	31,442	31,442
			Stratus Village	1	300,000	300,000
			Navigation Center	1	500,000	500,000
897,853	819,282	702,772	9700-15 Transfers Out - Emergency Communications	722,772	572,772	572,772
			Budget Note: Fire & Ambulance portion of YCOM dues will be billed directly to the McMinnville Fire District.			
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			General Fund support for Emergency Comm equipment debt pmt	1	37,172	37,172
			General Fund support for YCOM dispatching service-Police	1	535,600	535,600
0	0	0	9700-58 Transfers Out - Urban Renewal	0	0	0
0	0	0	9700-75 Transfers Out - Wastewater Services	0	100,000	100,000
			13th & Galloway storm line work			
408,038	470,219	501,315	9700-80 Transfers Out - Information Systems	545,826	520,549	520,549
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Information Systems personnel services support.	1	449,869	449,869
			Continued investment into remote technology, audio/visual gear	1	70,680	70,680
0	0	0	9700-99 Transfers Out - Fire District Transition	0	251,750	251,750
			ARPA committed balance in General Fund only: transfer equivalent to Fire District Transition Fund due to later timing of purchase of ambulance.			
37,312	157,631	157,632	9701-77 Transfers Out - Interfund Debt - Wastewater Capital	157,629	4,459,153	4,459,153
			<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 vehicle & air compressor	1	23,655	23,655
			Payment on 2021 Police audio visual equipment	1	5,716	5,716
			Payment on 2021 Fire Dept Defibrillators	1	53,247	53,247
			Pymt for 2021 Fire Dept Debribillators (paid from McM Fire Dist)	1	-53,247	-53,247
			Pymt for 2021 Fire Dept veh&compressor (paid from McM Fire Dist)	1	-23,655	-23,655
			Payment of McMinnville Fire District loan	1	4,378,426	4,378,426
1,343,203	1,447,132	1,361,719	TOTAL TRANSFERS OUT	1,426,227	6,735,666	6,735,666

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 99 - NON-DEPARTMENTAL Section : N/A Program : N/A		2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
<u>CONTINGENCIES</u>							
0	0	904,000	9800	Contingencies	1,500,000	1,500,000	1,500,000
0	0	904,000	<u>TOTAL CONTINGENCIES</u>		1,500,000	1,500,000	1,500,000
<u>ENDING FUND BALANCE</u>							
0	0	0	9901-01	Designated End FB - General Fd - Grants	0	0	0
786,091	833,933	850,000	9901-07	Designated End FB - General Fd - LOSAP Designated carryover from proposed budget year to subsequent for the Length of Service Award Program (LOSAP), the City's retirement benefit program for volunteer firefighters.	832,233	0	0
0	0	0	9901-90	Designated End FB - General Fd - Committed Estimate of committed funds remaining at FY24 year's end that represent ARPA revenue replacement to be spent on projects as approved by Council.	0	2,954,988	2,954,988
4,975,667	20,112,670	3,005,724	9999	Unappropriated Ending Fd Balance Undesignated carryover from proposed budget year to subsequent year, includes the excess (deficit) of revenues over (under) expenditures from prior year operations.	2,786,036	2,491,363	2,491,363
5,761,758	20,946,603	3,855,724	<u>TOTAL ENDING FUND BALANCE</u>		3,618,269	5,446,351	5,446,351
7,939,034	22,969,798	6,814,512	<u>TOTAL REQUIREMENTS</u>		7,297,435	19,569,509	19,569,509

Budget Document Report

01 - GENERAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
35,521,993	36,280,771	43,095,312	TOTAL RESOURCES	46,716,656	49,423,574	49,423,574
35,521,993	36,280,771	43,095,312	TOTAL REQUIREMENTS	46,716,656	49,423,574	49,423,574

Budget Document Report

05 - GRANTS AND SPECIAL ASSESSMENTS FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES								
BEGINNING FUND BALANCE								
0	0	2,656,369	4005-01	Designated Begin Fd Balance - Grants & Special Assess - Grants		160,000	160,000	160,000
Unspent restricted funds from prior period(s)								
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Opioid Settlement Funds	1	160,000	160,000		
139,706	133,796	133,604	4090	Beginning Fund Balance		142,088	142,088	142,088
Estimated July 1 carryover from prior year								
139,706	133,796	2,789,973	TOTAL BEGINNING FUND BALANCE			302,088	302,088	302,088
INTERGOVERNMENTAL								
308,583	176,417	0	4520-19	Community Development Block Grnt - 2019 Housing Rehabilitation		0	0	0
0	0	724,996	4546	American Rescue Plan		0	0	0
28,500	0	0	4548-05	Coronavirus Relief Fund (CRF) - Covid-19 Business Assist Fund		0	0	0
28,500	0	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
365,583	176,417	724,996	TOTAL INTERGOVERNMENTAL			0	0	0
FINES AND FORFEITURES								
0	0	400,000	6105	Opioid Settlement		60,000	60,000	60,000
Funds from two national opioid settlements to be used on addressing the opioid crisis in the community								
0	0	400,000	TOTAL FINES AND FORFEITURES			60,000	60,000	60,000
SPECIAL ASSESSMENTS								
0	1,091	0	6210	Street Assessment		0	0	0
52,226	73,818	60,000	6250	Downtown Economic Assessment		62,000	62,000	62,000
Collections from the Downtown Economic Improvement District (DEID) Assessment. Funds collected are passed through to the McMinnville Downtown Association (MDA) per the DEID enabling ordinance.								
Budget Note: The current three-year DEID Assessment District's duration is from August 1, 2022 to July 31, 2025.								
52,226	74,910	60,000	TOTAL SPECIAL ASSESSMENTS			62,000	62,000	62,000

Budget Document Report

05 - GRANTS AND SPECIAL ASSESSMENTS FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
<u>MISCELLANEOUS</u>						
1,048	7,360	1,500	6310 Interest	2,000	2,000	2,000
19	14,513	50	6310-25 Interest - Assessments Interest collected on past due assessment accounts.	300	300	300
1,067	21,873	1,550	<u>TOTAL MISCELLANEOUS</u>	2,300	2,300	2,300
558,582	406,995	3,976,519	<i>TOTAL RESOURCES</i>	426,388	426,388	426,388

Budget Document Report

05 - GRANTS AND SPECIAL ASSESSMENTS FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
REQUIREMENTS						
<u>MATERIALS AND SERVICES</u>						
57,000	0	0	7595-05 Business Assistance Grant - Covid-19	0	0	0
0	0	400,000	7660-07 Materials & Supplies - Opioid Settlement Programming to address the opioid crisis in the community	220,000	220,000	220,000
0	0	2,000,000	7710 Materials & Supplies - Grants	0	0	0
0	0	0	7710-17 Materials & Supplies - Grants - Navigation Center	0	0	0
52,226	73,818	60,000	8020 McMinnville Downtown Association Pass through to the McMinnville Downtown Association (MDA) of the DEID assessment collections.	62,000	62,000	62,000
308,583	176,418	0	8220-19 Yamhill Co Affordable Housing - 2019 Community Dev Block Grant	0	0	0
417,809	250,236	2,460,000	<u>TOTAL MATERIALS AND SERVICES</u>	282,000	282,000	282,000
<u>TRANSFERS OUT</u>						
6,977	8,001	9,470	9700-01 Transfers Out - General Fund	9,777	9,777	9,777
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Administration and Finance personnel services support.	1	9,777	9,777
6,977	8,001	9,470	<u>TOTAL TRANSFERS OUT</u>	9,777	9,777	9,777
<u>CONTINGENCIES</u>						
0	0	0	9800 Contingencies	0	0	0
0	0	0	<u>TOTAL CONTINGENCIES</u>	0	0	0
<u>ENDING FUND BALANCE</u>						
0	0	1,381,365	9905-01 Designated Ending Fund Balance - Grants & Special Assess - Grants	0	0	0
133,796	148,758	125,684	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.	134,611	134,611	134,611
133,796	148,758	1,507,049	<u>TOTAL ENDING FUND BALANCE</u>	134,611	134,611	134,611
558,582	406,995	3,976,519	<u>TOTAL REQUIREMENTS</u>	426,388	426,388	426,388

05 - GRANTS AND SPECIAL ASSESSMENTS FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
558,582	406,995	3,976,519	TOTAL RESOURCES	426,388	426,388	426,388
558,582	406,995	3,976,519	TOTAL REQUIREMENTS	426,388	426,388	426,388

Budget Document Report

07 - TRANSIENT LODGING TAX FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES						
<u>BEGINNING FUND BALANCE</u>						
0	239	0	4090 Beginning Fund Balance Estimated July 1 carryover from prior year	0	0	0
0	239	0	<u>TOTAL BEGINNING FUND BALANCE</u>	0	0	0
<u>LICENSES AND PERMITS</u>						
1,125,340	1,657,452	1,959,200	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.	1,926,977	2,155,000	2,155,000
1,125,340	1,657,452	1,959,200	<u>TOTAL LICENSES AND PERMITS</u>	1,926,977	2,155,000	2,155,000
<u>MISCELLANEOUS</u>						
85	292	200	6310 Interest Interest on past due transient lodging tax payments	1,000	1,000	1,000
-16	384	0	6600 Other Income Penalties on past due transient lodging tax payments	0	0	0
69	675	200	<u>TOTAL MISCELLANEOUS</u>	1,000	1,000	1,000
1,125,410	1,658,366	1,959,400	<u>TOTAL RESOURCES</u>	1,927,977	2,156,000	2,156,000

Budget Document Report

07 - TRANSIENT LODGING TAX FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
REQUIREMENTS						
<u>MATERIALS AND SERVICES</u>						
836	966	5,000	7750 Professional Services	0	0	0
0	0	2,302	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	2,400	2,400	2,400
762,970	1,138,092	1,342,715	8017 Tourism Promotion & Programs Transient Lodging Taxes paid to Visit McMinnville.	1,318,616	1,478,232	1,478,232
763,806	1,139,058	1,350,017	<u>TOTAL MATERIALS AND SERVICES</u>	1,321,016	1,480,632	1,480,632
<u>TRANSFERS OUT</u>						
361,365	518,908	609,383	9700-01 Transfers Out - General Fund	606,961	675,368	675,368
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Transfer 30% of transient lodging taxes collected-net revenue	1	633,528	633,528
			Admin, Finance, & Comm Development personnel services support.	1	41,840	41,840
361,365	518,908	609,383	<u>TOTAL TRANSFERS OUT</u>	606,961	675,368	675,368
<u>ENDING FUND BALANCE</u>						
239	400	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
239	400	0	<u>TOTAL ENDING FUND BALANCE</u>	0	0	0
1,125,410	1,658,366	1,959,400	<u>TOTAL REQUIREMENTS</u>	1,927,977	2,156,000	2,156,000

Budget Document Report

07 - TRANSIENT LODGING TAX FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
1,125,410	1,658,366	1,959,400	TOTAL RESOURCES	1,927,977	2,156,000	2,156,000
1,125,410	1,658,366	1,959,400	TOTAL REQUIREMENTS	1,927,977	2,156,000	2,156,000

Budget Document Report

08 - AFFORDABLE HOUSING FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
<u>RESOURCES</u>						
<u>BEGINNING FUND BALANCE</u>						
0	0	0	4008-01 Designated Begin Fd Balance - Affordable Housing - Grants	0	0	0
0	0	0	4090 Beginning Fund Balance	0	0	0
0	0	0	<u>TOTAL BEGINNING FUND BALANCE</u>	0	0	0
<u>LICENSES AND PERMITS</u>						
0	0	0	4208 Construction Excise Tax	0	0	0
0	0	0	<u>TOTAL LICENSES AND PERMITS</u>	0	0	0
<u>INTERGOVERNMENTAL</u>						
0	0	0	4546 American Rescue Plan	0	0	0
0	0	0	4776-05 OR Dept of Administrative Svcs - Navigation Center Grant	0	0	0
0	0	0	<u>TOTAL INTERGOVERNMENTAL</u>	0	0	0
<u>MISCELLANEOUS</u>						
0	813	0	6310 Interest	0	0	0
0	813	0	<u>TOTAL MISCELLANEOUS</u>	0	0	0
0	813	0	<u>TOTAL RESOURCES</u>	0	0	0

Budget Document Report

08 - AFFORDABLE HOUSING FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
<u>REQUIREMENTS</u>						
<u>MATERIALS AND SERVICES</u>						
0	0	0	7520 Public Notices & Printing	0	0	0
0	0	0	7660 Materials & Supplies	0	0	0
0	0	0	7750 Professional Services	0	0	0
0	0	0	8016 Affordable Housing	0	0	0
0	0	0	<u>TOTAL MATERIALS AND SERVICES</u>	0	0	0
<u>CAPITAL OUTLAY</u>						
0	0	0	8800 Building Improvements	0	0	0
0	0	0	<u>TOTAL CAPITAL OUTLAY</u>	0	0	0
<u>TRANSFERS OUT</u>						
0	0	0	9700-01 Transfers Out - General Fund	0	0	0
0	0	0	<u>TOTAL TRANSFERS OUT</u>	0	0	0
<u>CONTINGENCIES</u>						
0	0	0	9800 Contingencies	0	0	0
0	0	0	<u>TOTAL CONTINGENCIES</u>	0	0	0
<u>ENDING FUND BALANCE</u>						
0	0	0	9908-01 Designated Ending Fund Balance - Affordable Housing - Grants	0	0	0
0	813	0	9999 Unappropriated Ending Fd Balance	0	0	0
0	813	0	<u>TOTAL ENDING FUND BALANCE</u>	0	0	0
0	813	0	<u>TOTAL REQUIREMENTS</u>	0	0	0

Budget Document Report

08 - AFFORDABLE HOUSING FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 25 - CONSTRUCTION EXCISE TAX Section : N/A Program : N/A				2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES									
<u>BEGINNING FUND BALANCE</u>									
0	0	0	4090	Beginning Fund Balance			346,934	346,934	346,934
				Estimated July 1 undesignated carryover from the prior year.					
0	0	0	<u>TOTAL BEGINNING FUND BALANCE</u>				346,934	346,934	346,934
<u>LICENSES AND PERMITS</u>									
0	0	600,000	4208	Construction Excise Tax			500,000	500,000	500,000
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
			Commercial	1	312,500	312,500			
			Residential	1	187,500	187,500			
0	0	0	4208-05	Construction Excise Tax - Residential			0	0	0
0	0	0	4208-10	Construction Excise Tax - Commercial			0	0	0
0	0	600,000	<u>TOTAL LICENSES AND PERMITS</u>				500,000	500,000	500,000
<u>MISCELLANEOUS</u>									
0	0	0	6310	Interest			30,000	30,000	30,000
0	0	0	<u>TOTAL MISCELLANEOUS</u>				30,000	30,000	30,000
<u>TRANSFERS IN</u>									
0	0	0	6900-01	Transfers In - General Fund			0	31,442	31,442
				General Fund support for 25% of Housing Associate Planner.					
0	0	0	<u>TOTAL TRANSFERS IN</u>				0	31,442	31,442
0	0	600,000	<u>TOTAL RESOURCES</u>				876,934	908,376	908,376

08 - AFFORDABLE HOUSING FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 25 - CONSTRUCTION EXCISE TAX Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
REQUIREMENTS						
PERSONNEL SERVICES						
0	0	0	7000-05 Salaries & Wages - Regular Full Time Associate Planner - Housing - 1.0 FTE	71,785	71,785	71,785
0	0	0	7000-20 Salaries & Wages - Overtime	0	0	0
0	0	0	7300-05 Fringe Benefits - FICA - Social Security	4,343	4,343	4,343
0	0	0	7300-06 Fringe Benefits - FICA - Medicare	1,041	1,041	1,041
0	0	0	7300-15 Fringe Benefits - PERS - OPSRP - IAP	21,729	21,729	21,729
0	0	0	7300-20 Fringe Benefits - Medical Insurance	22,438	22,438	22,438
0	0	0	7300-22 Fringe Benefits - VEBA Plan	3,000	3,000	3,000
0	0	0	7300-25 Fringe Benefits - Life Insurance	60	60	60
0	0	0	7300-30 Fringe Benefits - Long Term Disability	172	172	172
0	0	0	7300-35 Fringe Benefits - Workers' Compensation Insurance	912	912	912
0	0	0	7300-37 Fringe Benefits - Workers' Benefit Fund	23	23	23
0	0	0	7300-45 Fringe Benefits - Paid Family Leave City Share	263	263	263
0	0	0	TOTAL PERSONNEL SERVICES	125,766	125,766	125,766
MATERIALS AND SERVICES						
0	0	0	7520 Public Notices & Printing	2,500	2,500	2,500
0	0	0	7540 Employee Events	200	200	200
0	0	0	7660 Materials & Supplies	2,500	2,500	2,500
0	0	37,400	7750 Professional Services Residential CET - OR Housing Fund (15% Residential)	27,000	27,000	27,000
0	0	0	7840 M & S Computer Charges	0	0	0
0	0	0	7840-68 M & S Computer Charges - Affordable Housing	0	6,000	6,000
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Software (ESRI, AutoCad, etc) - Housing Assoc Planner	1	2,500	2,500
			Computer/monitor - Housing Assoc Planner	1	3,500	3,500
0	0	255,600	8016 Affordable Housing	299,239	312,122	312,122
0	0	0	8018 Construction Excise Tax expense	0	0	0
0	0	108,000	8226 Developer Incentives	345,117	358,000	358,000

Budget Document Report

08 - AFFORDABLE HOUSING FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 25 - CONSTRUCTION EXCISE TAX Section : N/A Program : N/A			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
0	0	401,000	TOTAL MATERIALS AND SERVICES			676,556	708,322	708,322
TRANSFERS OUT								
0	0	3,500	9700-01	Transfers Out - General Fund		4,989	4,989	4,989
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Finance Support Services Transfer	1	4,989	4,989		
0	0	10,500	9700-70	Transfers Out - Building		15,011	15,011	15,011
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Admin support from Building program staffer	1	15,011	15,011		
0	0	14,000	TOTAL TRANSFERS OUT			20,000	20,000	20,000
CONTINGENCIES								
0	0	180,000	9800	Contingencies		34,000	34,000	34,000
0	0	180,000	TOTAL CONTINGENCIES			34,000	34,000	34,000
ENDING FUND BALANCE								
0	0	0	9999	Unappropriated Ending Fd Balance		20,721	20,397	20,397
0	0	0	TOTAL ENDING FUND BALANCE			20,721	20,397	20,397
0	0	595,000	TOTAL REQUIREMENTS			877,043	908,485	908,485

Budget Document Report

08 - AFFORDABLE HOUSING FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 26 - GRANTS Section : N/A Program : N/A			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES								
<u>BEGINNING FUND BALANCE</u>								
0	0	1,200,000	4008-01	Designated Begin Fd Balance - Affordable Housing - Grants		0	0	0
0	0	1,200,000	TOTAL BEGINNING FUND BALANCE		0	0	0	0
<u>INTERGOVERNMENTAL</u>								
0	0	800,000	4546	American Rescue Plan		800,000	0	0
0	0	1,500,000	4776-05	OR Dept of Administrative Svcs - Navigation Center Grant		1,440,074	1,440,074	1,440,074
0	0	2,300,000	TOTAL INTERGOVERNMENTAL		2,240,074	1,440,074	1,440,074	1,440,074
<u>TRANSFERS IN</u>								
0	0	0	6900-01	Transfers In - General Fund		0	800,000	800,000
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Stratus Village	1	300,000	300,000		
			Navigation Center	1	500,000	500,000		
0	0	0	TOTAL TRANSFERS IN		0	800,000	800,000	800,000
0	0	3,500,000	TOTAL RESOURCES		2,240,074	2,240,074	2,240,074	2,240,074

Budget Document Report

08 - AFFORDABLE HOUSING FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 26 - GRANTS Section : N/A Program : N/A			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
REQUIREMENTS								
<u>MATERIALS AND SERVICES</u>								
0	0	2,500	7520	Public Notices & Printing		0	0	0
0	0	2,500	7660	Materials & Supplies		0	0	0
0	0	709,500	7750	Professional Services		800,000	800,000	800,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				ARPA - Stratus Village	1	300,000	300,000	
				ARPA - Navigation Center	1	500,000	500,000	
0	0	0	8016	Affordable Housing		0	0	0
0	0	714,500		<u>TOTAL MATERIALS AND SERVICES</u>		800,000	800,000	800,000
<u>CAPITAL OUTLAY</u>								
0	0	2,700,000	8800	Building Improvements		1,355,561	1,355,561	1,355,561
				Building improvements for the navigation center				
0	0	2,700,000		<u>TOTAL CAPITAL OUTLAY</u>		1,355,561	1,355,561	1,355,561
<u>TRANSFERS OUT</u>								
0	0	90,500	9700-01	Transfers Out - General Fund		84,404	84,404	84,404
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				CDC staffing Nav Ctr State Grant support	1	84,404	84,404	
0	0	90,500		<u>TOTAL TRANSFERS OUT</u>		84,404	84,404	84,404
<u>ENDING FUND BALANCE</u>								
0	0	0	9908-01	Designated Ending Fund Balance - Affordable Housing - Grants		0	0	0
0	0	0		<u>TOTAL ENDING FUND BALANCE</u>		0	0	0
0	0	3,505,000		<u>TOTAL REQUIREMENTS</u>		2,239,965	2,239,965	2,239,965

Budget Document Report

08 - AFFORDABLE HOUSING FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : <i>N/A</i> Section : <i>N/A</i> Program : <i>N/A</i>	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
0	813	4,100,000	TOTAL RESOURCES	3,117,008	3,148,450	3,148,450
0	813	4,100,000	TOTAL REQUIREMENTS	3,117,008	3,148,450	3,148,450

10 - TELECOMMUNICATIONS FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES						
<u>BEGINNING FUND BALANCE</u>						
1,933	1,955	1,975	4090 Beginning Fund Balance Estimated July 1 carryover from the prior year	2,008	2,008	2,008
1,933	1,955	1,975	<u>TOTAL BEGINNING FUND BALANCE</u>	2,008	2,008	2,008
<u>LICENSES AND PERMITS</u>						
19,467	15,220	23,000	4205-07 Franchise Fees - Ziplly-Cable Cable franchise fee is 5% and is allocated to General Fund Non-Departmental (2.75%) and Telecommunications Fund (2.25%). 2.25% allocated to Telecommunications Fund is distributed to McMinnville Community Media (MCM) for management of local public access channel. Note: Estimating reduction due to company's possible reduction of services.	5,000	5,000	5,000
146,213	152,145	147,000	4205-15 Franchise Fees - Comcast Communications-Cable Cable franchise fee is 5% and is allocated to General Fund Non-Departmental (2.75%) and Telecommunications Fund (2.25%). 2.25% allocated to Telecommunications Fund is distributed to McMinnville Community Media (MCM) for management of local public access channel.	147,000	147,000	147,000
6,829	4,564	8,200	4275-07 Subscriber Fees - PEG - Ziplly-Cable \$1 per month subscriber fee received from Ziplly Fiber for public access channel capital expenditures; passed through to McMinnville Community Media (MCM). Note: Estimating reduction due to company's possible reduction of services.	1,500	1,500	1,500
73,548	72,600	74,000	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).	70,000	70,000	70,000
246,057	244,529	252,200	<u>TOTAL LICENSES AND PERMITS</u>	223,500	223,500	223,500
<u>MISCELLANEOUS</u>						
22	3	25	6310 Interest	50	50	50
22	3	25	<u>TOTAL MISCELLANEOUS</u>	50	50	50
248,012	246,487	254,200	<u>TOTAL RESOURCES</u>	225,558	225,558	225,558

Budget Document Report

10 - TELECOMMUNICATIONS FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
REQUIREMENTS						
<u>MATERIALS AND SERVICES</u>						
146,213	152,145	147,000	8170-05 McMinnville Community Media - Comcast Franchise Fees-Cable Comcast cable franchise fee passed through to McMinnville Community Media (MCM) for management of local public access channel.	147,000	147,000	147,000
19,467	15,220	23,000	8170-07 McMinnville Community Media - Ziplly Franchise Fee-Cable Ziplly cable franchise fee passed through to McMinnville Community Media (MCM) for management of local public access channel.	5,000	5,000	5,000
			Note: Estimating reduction due to company's possible reduction of services.			
73,548	72,600	74,000	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 Comcast. Fee is required to be spent on cable access channel capital equipment.	70,000	70,000	70,000
6,829	4,564	8,200	8170-17 McMinnville Community Media - PEG Access Support-Ziplly City pass through to McMinnville Community Media (MCM) of the \$1 per month subscriber fee collected by Ziplly. Fee is required to be spent on cable access channel capital equipment.	1,500	1,500	1,500
			Note: Estimating reduction due to company's possible reduction of services.			
246,057	244,529	252,200	<u>TOTAL MATERIALS AND SERVICES</u>	223,500	223,500	223,500
<u>TRANSFERS OUT</u>						
0	0	0	9700-01 Transfers Out - General Fund	0	0	0
0	0	0	<u>TOTAL TRANSFERS OUT</u>	0	0	0
<u>CONTINGENCIES</u>						
0	0	1,500	9800 Contingencies	1,500	1,500	1,500
0	0	1,500	<u>TOTAL CONTINGENCIES</u>	1,500	1,500	1,500
<u>ENDING FUND BALANCE</u>						
1,955	1,958	500	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.	558	558	558
1,955	1,958	500	<u>TOTAL ENDING FUND BALANCE</u>	558	558	558
248,012	246,487	254,200	<u>TOTAL REQUIREMENTS</u>	225,558	225,558	225,558

10 - TELECOMMUNICATIONS FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
248,012	246,487	254,200	TOTAL RESOURCES	225,558	225,558	225,558
248,012	246,487	254,200	TOTAL REQUIREMENTS	225,558	225,558	225,558

Budget Document Report

15 - EMERGENCY COMMUNICATIONS FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES						
<u>BEGINNING FUND BALANCE</u>						
111,613	110,934	141,006	4090 Beginning Fund Balance Estimated July 1 carryover from the prior year	142,534	142,534	142,534
111,613	110,934	141,006	<u>TOTAL BEGINNING FUND BALANCE</u>	142,534	142,534	142,534
<u>LICENSES AND PERMITS</u>						
3,761	47,627	3,600	4205-06 Franchise Fees - Miscellaneous-Telecommunications Telephone franchise fee is 7% and is allocated to General Fund Non-Departmental (4%) and Emergency Communications Fund (3%). 3% allocated to Emergency Communications Fund is dedicated to "Enhanced 911" emergency communications system.	3,600	3,600	3,600
22,425	18,409	23,000	4205-08 Franchise Fees - Ziply-Telephone Telephone franchise fee is 7% and is allocated to General Fund Non-Departmental (4%) and Emergency Communications Fund (3%). 3% allocated to Emergency Communications Fund is dedicated to "Enhanced 911" emergency communications system.	21,200	21,200	21,200
26,186	66,037	26,600	<u>TOTAL LICENSES AND PERMITS</u>	24,800	24,800	24,800
<u>INTERGOVERNMENTAL</u>						
7,500	7,500	7,500	5040-05 Yamhill Communications Agency - Radio System City funds for radio equipment reserve held by Yamhill County	8,000	8,000	8,000
7,500	7,500	7,500	<u>TOTAL INTERGOVERNMENTAL</u>	8,000	8,000	8,000
<u>CHARGES FOR SERVICES</u>						
15,480	15,480	15,598	5325 System Access Fees Fees charged for access to City's radio system.	15,480	15,480	15,480
15,480	15,480	15,598	<u>TOTAL CHARGES FOR SERVICES</u>	15,480	15,480	15,480
<u>MISCELLANEOUS</u>						
135	452	200	6310 Interest	2,600	2,600	2,600
135	452	200	<u>TOTAL MISCELLANEOUS</u>	2,600	2,600	2,600
<u>TRANSFERS IN</u>						
897,853	819,282	702,772	6900-01 Transfers In - General Fund	722,772	572,772	572,772

15 - EMERGENCY COMMUNICATIONS FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			General Fund support for Emergency Comm equipment debt payment	1	37,172	37,172
			General Fund support for YCOM dispatching services- Police	1	535,600	535,600
897,853	819,282	702,772	<u>TOTAL TRANSFERS IN</u>		722,772	572,772
1,058,767	1,019,684	893,676	<u>TOTAL RESOURCES</u>		916,186	766,186

15 - EMERGENCY COMMUNICATIONS FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
REQUIREMENTS								
<u>MATERIALS AND SERVICES</u>								
1,300	1,318	11,320	7720-06	Repairs & Maintenance - Equipment		11,300	11,300	11,300
45,335	45,086	45,476	7750	Professional Services		45,476	45,476	45,476
0	0	1,100	7750-01	Professional Services - Audit & other city-wide prof svc		1,300	1,300	1,300
				Costs shared city-wide for Audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses				
3,346	0	0	7800	M & S Equipment		0	0	0
860,681	782,110	665,600	8180-05	YCOM - Other Governmental Services		685,600	535,600	535,600
				City's support for dispatching emergency communication services provided by Yamhill Communications Agency (YCOM). Includes a 3% increase. Fire & EMS dispatching emergency services will be billed directly to McMinnville Fire District by YCOM.				
910,662	828,514	723,496	<u>TOTAL MATERIALS AND SERVICES</u>			743,676	593,676	593,676
<u>CAPITAL OUTLAY</u>								
0	0	0	8710	Equipment		0	0	0
0	0	0	<u>TOTAL CAPITAL OUTLAY</u>			0	0	0
<u>DEBT SERVICE</u>								
29,124	30,333	31,592	9520-05	Equipment-Lease Purchase - Principal		32,903	32,903	32,903
				Principal payment for lease authorized in 2019-20. Payment due on September 15th. Lease used to purchase new mobile and portable radios for the Police Department, as well as convert MPD's primary radio channel from analog to digital and encrypt the frequency.				
8,047	6,839	5,580	9520-10	Equipment-Lease Purchase - Interest		4,269	4,269	4,269
				Interest payment on lease due September 15th.				
37,172	37,172	37,172	<u>TOTAL DEBT SERVICE</u>			37,172	37,172	37,172
<u>TRANSFERS OUT</u>								
0	1,531	1,718	9700-01	Transfers Out - General Fund		2,550	2,550	2,550
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Finance personnel services support.	1	2,550	2,550	
0	1,531	1,718	<u>TOTAL TRANSFERS OUT</u>			2,550	2,550	2,550
<u>CONTINGENCIES</u>								
0	0	45,000	9800	Contingencies		50,000	50,000	50,000
0	0	45,000	<u>TOTAL CONTINGENCIES</u>			50,000	50,000	50,000

15 - EMERGENCY COMMUNICATIONS FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
<u>ENDING FUND BALANCE</u>						
110,934	152,468	86,290	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	82,788	82,788	82,788
110,934	152,468	86,290	<u>TOTAL ENDING FUND BALANCE</u>	82,788	82,788	82,788
1,058,768	1,019,684	893,676	<i>TOTAL REQUIREMENTS</i>	916,186	766,186	766,186

15 - EMERGENCY COMMUNICATIONS FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
1,058,767	1,019,684	893,676	TOTAL RESOURCES	916,186	766,186	766,186
1,058,768	1,019,684	893,676	TOTAL REQUIREMENTS	916,186	766,186	766,186

Budget Document Report

20 - STREET FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES								
BEGINNING FUND BALANCE								
1,774,118	1,779,174	2,580,907	4090	Beginning Fund Balance		1,968,792	2,030,792	2,030,792
				Estimated July 1 undesignated carryover from prior year				
0	0	0	4092	Designated Begin Fund Balance-Capital Replacement Reserve		0	0	0
				Designated Beginning Fund Balance reserve for future vehicle and equipment acquisition.				
1,774,118	1,779,174	2,580,907	TOTAL BEGINNING FUND BALANCE			1,968,792	2,030,792	2,030,792
LICENSES AND PERMITS								
12	27	50	4300	Bicycle Fees		50	50	50
12	27	50	TOTAL LICENSES AND PERMITS			50	50	50
INTERGOVERNMENTAL								
0	49	0	4545	Federal FEMA Grant		0	0	0
0	9,859	0	4546	American Rescue Plan		0	0	0
28,265	0	0	4548	Coronavirus Relief Fund (CRF)		0	0	0
0	0	0	4590-30	ODOT Federal Grants - Hwy Infrastruct Prog(HIP-CRRSAA)		277,590	277,590	277,590
2,553,783	2,755,403	2,750,000	4740	OR State Gas Taxes		2,665,000	2,665,000	2,665,000
				State highway revenues (fuel taxes, license fees, weight-mile taxes) distributed monthly to cities on a per capita basis.				
2,582,048	2,765,311	2,750,000	TOTAL INTERGOVERNMENTAL			2,942,590	2,942,590	2,942,590
MISCELLANEOUS								
10,310	9,187	11,000	6310	Interest		43,000	43,000	43,000
8,741	7,454	0	6600	Other Income		10,000	10,000	10,000
19,050	16,641	11,000	TOTAL MISCELLANEOUS			53,000	53,000	53,000
TRANSFERS IN								
22,889	6,016	6,473	6900-85	Transfers In - Insurance Services		7,225	7,225	7,225
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Insurance Services Fund support of HR Manager position	1	7,225	7,225	
22,889	6,016	6,473	TOTAL TRANSFERS IN			7,225	7,225	7,225
4,398,117	4,567,169	5,348,430	TOTAL RESOURCES			4,971,657	5,033,657	5,033,657

Budget Document Report

20 - STREET FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

-4,174	1,099	0	7000	Salaries & Wages	0	0	0
479,592	486,260	561,078	7000-05	Salaries & Wages - Regular Full Time Maintenance & Operations - Superintendent - 0.50 FTE Maintenance & Operations - Supervisor - Street - 0.95 FTE Maintenance & Operations - Supervisor - Park Maint - 0.05 FTE Wastewater Svcs Supervisor-Conveyance - 0.10 FTE Mechanic - Ops & Maint - 0.45 FTE Senior Utility Worker - 1.00 FTE Utility Worker II - 3.00 FTE Utility Worker II - WWS - 0.40 FTE Utility Worker I - 1.00 FTE Management Support Specialist - Senior - 0.50 FTE	555,712	555,712	555,712
33,804	32,790	63,650	7000-15	Salaries & Wages - Temporary Extra Help - Streets - 1.95 FTE	77,250	77,250	77,250
9,665	6,441	8,080	7000-20	Salaries & Wages - Overtime	11,000	11,000	11,000
120	5	0	7000-37	Salaries & Wages - Medical Opt Out Incentive	0	0	0
-974	-174	0	7300	Fringe Benefits	0	0	0
31,355	31,441	38,286	7300-05	Fringe Benefits - FICA - Social Security	38,960	38,960	38,960
7,333	7,353	9,174	7300-06	Fringe Benefits - FICA - Medicare	9,337	9,337	9,337
144,452	151,117	184,275	7300-15	Fringe Benefits - PERS - OPSRP - IAP	191,538	191,538	191,538
124,899	122,725	135,578	7300-20	Fringe Benefits - Medical Insurance	139,476	139,476	139,476
19,400	18,600	18,400	7300-22	Fringe Benefits - VEBA Plan	17,750	17,750	17,750
849	607	483	7300-25	Fringe Benefits - Life Insurance	477	477	477
2,699	1,793	1,262	7300-30	Fringe Benefits - Long Term Disability	1,311	1,311	1,311
40,685	40,730	31,730	7300-35	Fringe Benefits - Workers' Compensation Insurance	27,436	27,436	27,436
174	163	230	7300-37	Fringe Benefits - Workers' Benefit Fund	225	225	225
4,044	-1,078	4,001	7300-40	Fringe Benefits - Unemployment	3,990	3,990	3,990
0	0	0	7300-45	Fringe Benefits - Paid Family Leave City Share	2,326	2,326	2,326
893,924	899,871	1,056,227	TOTAL PERSONNEL SERVICES		1,076,788	1,076,788	1,076,788

MATERIALS AND SERVICES

1,834	1,078	1,725	7530	Training	2,500	2,500	2,500
640	585	900	7540	Employee Events Costs shared city-wide for employee training, materials, and events.	1,200	1,200	1,200

Budget Document Report

20 - STREET FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
516	2,376	5,900	7550	Travel & Education		8,500	8,500	8,500
19,655	25,586	46,000	7590	Fuel - Vehicle & Equipment		40,000	40,000	40,000
13,172	14,399	13,500	7600	Utilities		13,500	13,500	13,500
0	0	0	7600-04	Utilities - Water		0	0	0
65,500	64,907	73,340	7610-05	Insurance - Liability		84,320	84,320	84,320
9,600	9,893	11,180	7610-10	Insurance - Property		15,700	15,700	15,700
7,052	7,550	18,125	7620	Telecommunications		11,000	11,000	11,000
				Includes funding for redundant communications capability-cell phones and radio system maintenance				
2,295	2,448	2,900	7650	Janitorial		2,900	2,900	2,900
15,425	18,394	17,500	7660	Materials & Supplies		18,000	18,000	18,000
17,950	35,784	78,500	7720	Repairs & Maintenance		85,000	85,000	85,000
				Materials and supplies for street maintenance activities				
0	0	0	7720-05	Repairs & Maintenance - Inventory-InterDept Projects		0	0	0
12,297	43,597	30,000	7720-06	Repairs & Maintenance - Equipment		25,000	25,000	25,000
0	0	0	7720-07	Repairs & Maintenance - Inventory-Equipment		0	0	0
4,331	2,676	7,500	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
5,070	15,888	6,500	7720-28	Repairs & Maintenance - Right of Way		7,500	7,500	7,500
				Materials and supplies for maintenance of right-of-way and landscape areas within city street right-of-way.				
4,750	17,950	40,000	7720-30	Repairs & Maintenance - Sidewalks		50,000	50,000	50,000
				Repair and construction of city sidewalks and wheelchair ramps.				
7,635	2,232	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.				
4,530	5,284	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.				
6,389	2,519	27,000	7750	Professional Services		15,000	27,000	27,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Pavement Rating Services	1	27,000	27,000	
0	0	2,970	7750-01	Professional Services - Audit & other city-wide prof svc		5,000	5,000	5,000
				Costs shared city-wide for Audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses				
265,356	324,471	472,800	7780-12	Contract Services - Street Maintenance		461,500	511,500	511,500

Budget Document Report

20 - STREET FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET																																								
Various contract services with private companies and other agencies for sweeping, striping, mowing, street repair, landscape, maintenance, snow removal, etc.																																														
			<table border="1"> <thead> <tr> <th>Description</th> <th>Units</th> <th>Amt/Unit</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Downtown Sweeping</td> <td>1</td> <td>34,800</td> <td>34,800</td> </tr> <tr> <td>Citywide Sweeping</td> <td>1</td> <td>249,500</td> <td>249,500</td> </tr> <tr> <td>Striping</td> <td>1</td> <td>50,000</td> <td>50,000</td> </tr> <tr> <td>Pavement Repairs</td> <td>1</td> <td>150,000</td> <td>150,000</td> </tr> <tr> <td>Backflow Testing</td> <td>1</td> <td>1,200</td> <td>1,200</td> </tr> <tr> <td>Graffiti Removal</td> <td>1</td> <td>3,000</td> <td>3,000</td> </tr> <tr> <td>Homeless Camp Cleanup</td> <td>1</td> <td>15,000</td> <td>15,000</td> </tr> <tr> <td>Emergency Street Sweeping</td> <td>1</td> <td>3,000</td> <td>3,000</td> </tr> <tr> <td>Litter Patrol</td> <td>1</td> <td>5,000</td> <td>5,000</td> </tr> </tbody> </table>	Description	Units	Amt/Unit	Total	Downtown Sweeping	1	34,800	34,800	Citywide Sweeping	1	249,500	249,500	Striping	1	50,000	50,000	Pavement Repairs	1	150,000	150,000	Backflow Testing	1	1,200	1,200	Graffiti Removal	1	3,000	3,000	Homeless Camp Cleanup	1	15,000	15,000	Emergency Street Sweeping	1	3,000	3,000	Litter Patrol	1	5,000	5,000			
Description	Units	Amt/Unit	Total																																											
Downtown Sweeping	1	34,800	34,800																																											
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Emergency Street Sweeping	1	3,000	3,000																																											
Litter Patrol	1	5,000	5,000																																											
1,358	19,095	5,500	7800 M & S Equipment	5,000	5,000	5,000																																								
Miscellaneous small equipment for operations and maintenance																																														
2,446	1,071	1,500	7800-42 M & S Equipment - Shop	1,500	1,500	1,500																																								
Miscellaneous small equipment and tools for shop operations and maintenance																																														
5,357	7,018	9,556	7840 M & S Computer Charges	8,326	8,326	8,326																																								
I.S. Fund materials & supplies costs shared city-wide																																														
11,096	9,277	15,910	7840-75 M & S Computer Charges - Street	13,450	13,450	13,450																																								
			<table border="1"> <thead> <tr> <th>Description</th> <th>Units</th> <th>Amt/Unit</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>ESRI - 17%, shared with Bldg,Comm Dvlpmt,Eng,Park Maint,WWS</td> <td>1</td> <td>2,500</td> <td>2,500</td> </tr> <tr> <td>Street Saver Maintenance</td> <td>1</td> <td>4,500</td> <td>4,500</td> </tr> <tr> <td>Desktop Replacement (1) - 50%, shared with Park Maint</td> <td>1</td> <td>600</td> <td>600</td> </tr> <tr> <td>Adobe Pro Licensing (2)</td> <td>2</td> <td>200</td> <td>400</td> </tr> <tr> <td>Hansen Software Maint - 25%, shared with Eng, Park Maint, WWS</td> <td>1</td> <td>4,000</td> <td>4,000</td> </tr> <tr> <td>Office 365 Licensing (5.5)</td> <td>1</td> <td>1,450</td> <td>1,450</td> </tr> </tbody> </table>	Description	Units	Amt/Unit	Total	ESRI - 17%, shared with Bldg,Comm Dvlpmt,Eng,Park Maint,WWS	1	2,500	2,500	Street Saver Maintenance	1	4,500	4,500	Desktop Replacement (1) - 50%, shared with Park Maint	1	600	600	Adobe Pro Licensing (2)	2	200	400	Hansen Software Maint - 25%, shared with Eng, Park Maint, WWS	1	4,000	4,000	Office 365 Licensing (5.5)	1	1,450	1,450															
Description	Units	Amt/Unit	Total																																											
ESRI - 17%, shared with Bldg,Comm Dvlpmt,Eng,Park Maint,WWS	1	2,500	2,500																																											
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Hansen Software Maint - 25%, shared with Eng, Park Maint, WWS	1	4,000	4,000																																											
Office 365 Licensing (5.5)	1	1,450	1,450																																											
16,631	35,197	38,000	8190 Signs	25,000	25,000	25,000																																								
Street signing materials and supplies, along with replacement of downtown parking signage.																																														
274,917	282,962	294,000	8200 Street & Parking Lot Lighting	300,000	300,000	300,000																																								
McMinnville Water & Light Department charges for electrical service, installation of new luminaires, and cost of material for maintenance of street lights.																																														
0	2,128	30,000	8210 Street Tree Program	30,000	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.																																														
775,801	954,363	1,360,806	TOTAL MATERIALS AND SERVICES	1,347,396	1,409,396	1,409,396																																								

Budget Document Report

20 - STREET FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A				2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
<u>CAPITAL OUTLAY</u>									
34,162	0	270,980	8710	Equipment			257,500	257,500	257,500
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
			1 Ton 4x4 Pickup with 3 yard Dump Box	1	90,000	90,000			
			1 Ton 4x4 Flatbed	1	75,000	75,000			
			5 Ton Asphalt Roller	1	40,000	40,000			
			Chipper Box for Flatbed (Shared with Park Maintenance)	1	10,000	10,000			
			Barricade Trailer	1	4,000	4,000			
			Sanding Unit for 5 yard Dump Truck	1	30,000	30,000			
			Flail Mower Attachment for Ventrac Mower	1	8,500	8,500			
0	654	0	8750	Capital Outlay Computer Charges			2,232	2,232	2,232
I.S. Fund capital outlay costs shared city-wide									
0	0	0	8750-75	Capital Outlay Computer Charges - Street			27,500	27,500	27,500
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
			Hansen Upgrade - 25% , shared with Engineering, Street, WWS	1	27,500	27,500			
34,162	654	270,980	<u>TOTAL CAPITAL OUTLAY</u>				287,232	287,232	287,232
<u>TRANSFERS OUT</u>									
305,591	276,923	337,516	9700-01	Transfers Out - General Fund			314,522	329,113	329,113
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
			Street Fund support of Engineering operations.	1	41,282	41,282			
			Engineering, Admin, & Finance personnel services support.	1	283,141	283,141			
			Street Fund support of centralized Facility operations	1	4,690	4,690			
600,000	200,000	375,000	9700-45	Transfers Out - Transportation			230,000	230,000	230,000
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
			Gas tax revenues used to fund Transportation Fund expenses.	1	230,000	230,000			
9,464	10,960	11,694	9700-80	Transfers Out - Information Systems			12,733	12,733	12,733
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>			
			Information Systems personnel services support.	1	12,733	12,733			
915,055	487,883	724,210	<u>TOTAL TRANSFERS OUT</u>				557,255	571,846	571,846
<u>CONTINGENCIES</u>									
0	0	500,000	9800	Contingencies			500,000	500,000	500,000

Budget Document Report

20 - STREET FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
0	0	500,000	TOTAL CONTINGENCIES	500,000	500,000	500,000
ENDING FUND BALANCE						
0	0	0	9992 Designated Ending Fund Balance-Capital Replacement Reserve Designated ending fund balance reserve for future vehicle and equipment acquisition.	30,000	30,000	30,000
1,779,174	2,224,397	1,436,207	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.	1,172,986	1,158,395	1,158,395
1,779,174	2,224,397	1,436,207	TOTAL ENDING FUND BALANCE	1,202,986	1,188,395	1,188,395
4,398,117	4,567,169	5,348,430	TOTAL REQUIREMENTS	4,971,657	5,033,657	5,033,657

Budget Document Report

20 - STREET FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
4,398,117	4,567,169	5,348,430	TOTAL RESOURCES	4,971,657	5,033,657	5,033,657
4,398,117	4,567,169	5,348,430	TOTAL REQUIREMENTS	4,971,657	5,033,657	5,033,657

Budget Document Report

25 - AIRPORT MAINTENANCE FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A		2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
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RESOURCES

BEGINNING FUND BALANCE

562,914	552,840	581,081	4090	Beginning Fund Balance Estimated July 1 carryover from prior year	779,786	779,786	779,786
562,914	552,840	581,081	TOTAL BEGINNING FUND BALANCE		779,786	779,786	779,786

INTERGOVERNMENTAL

7,909	1,326,403	225,000	4580	FAA Grant FY24: FAA Grant (90% FAA,10% Airport Fund) FY24: FAA BIL Grant (90% FAA, 10% Airport Fund)	355,000	355,000	355,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
				Airport Master Plan (FAA NonPrimary & Airport Improvement)	1	270,000	270,000
				Airport Fencing (FAA Bipartisan Infrastructure Law)	1	85,000	85,000
39,782	29,218	0	4580-20	FAA Grant - CARES Act Airport Grant	0	0	0
0	23,000	23,000	4580-21	FAA Grant - CRRSA-Coronavirus Response & Rel	0	0	0
0	6,839	59,000	4580-22	FAA Grant - Airport Rescue Grant	0	0	0
0	0	0	4775-10	ODOT State Grants - Connect Oregon	0	0	0
1,653	0	0	4790	OR Aviation Department Grant Critical Oregon Airport Relief (COAR) Program grant	15,000	15,000	15,000
49,344	1,385,460	307,000	TOTAL INTERGOVERNMENTAL		370,000	370,000	370,000

CHARGES FOR SERVICES

70,658	68,271	74,000	5400-05	Property Rentals - Crop Share & USDA	80,040	80,040	80,040
66,940	71,977	68,500	5400-10	Property Rentals - Land Leases	69,000	69,000	69,000
147,432	169,475	173,900	5400-15	Property Rentals - OSP Building	164,910	164,910	164,910
0	0	0	5400-17	Property Rentals - 4025 Nimbus Loop Newly acquired property.	56,000	56,000	56,000
8,171	9,026	10,100	5400-20	Property Rentals - Fixed Base Operator Lease	10,350	10,350	10,350
50,567	72,220	51,000	5400-25	Property Rentals - City Hangar	67,700	67,700	67,700
343,768	390,969	377,500	TOTAL CHARGES FOR SERVICES		448,000	448,000	448,000

MISCELLANEOUS

3,425	2,061	3,500	6310	Interest	12,000	12,000	12,000
0	0	0	6600	Other Income	0	0	0

Budget Document Report

25 - AIRPORT MAINTENANCE FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A		2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
0	10,000	10,000	6600-22	Other Income - Airshow	10,800	10,800	10,800
9,303	10,775	10,000	6600-40	Other Income - Fuel Flowage Fees	10,000	10,000	10,000
12,728	22,836	23,500	TOTAL MISCELLANEOUS		32,800	32,800	32,800
968,754	2,352,105	1,289,081	TOTAL RESOURCES		1,630,586	1,630,586	1,630,586

25 - AIRPORT MAINTENANCE FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
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REQUIREMENTS

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

<u>MATERIALS AND SERVICES</u>						
0	0	0	7515	City Services Charge expense	0	0
0	0	0	7540	Employee Events	100	100
0	0	0	7600-04	Utilities - Water	0	0
8,500	8,269	9,340	7610-05	Insurance - Liability	9,040	9,040
11,900	11,395	12,880	7610-10	Insurance - Property	17,490	17,490
1,287	2,931	4,000	7660	Materials & Supplies <small>Airport restroom, janitorial and office supplies, miscellaneous permits.</small>	5,000	5,000
0	0	0	7720	Repairs & Maintenance	0	0
42,745	24,665	70,000	7720-40	Repairs & Maintenance - Runway/Taxiway	30,000	30,000
8,474	12,157	18,200	7740-05	Rental Property Repair & Maint - Building	22,690	22,690

<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
Liability insurance premium	1	3,690	3,690
Miscellaneous repairs, maintenance, landscaping, etc	1	19,000	19,000

25 - AIRPORT MAINTENANCE FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
35,020	70,366	133,780	7740-10 Rental Property Repair & Maint - OSP	146,120	166,120	166,120
			Includes carryover projects from FY 2023.			
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Liability insurance premium	1	870	870
			Property insurance premium	1	5,250	5,250
			Carpet Replacement	1	80,000	80,000
			Interior Repainting	1	40,000	40,000
			HVAC, Generator, Infrastructure maintenance and upgrade projects	1	15,000	15,000
			Miscellaneous Repairs, Service, and Supplies	1	5,000	5,000
			HVAC roof unit #3 & #5	1	20,000	20,000
7,984	6,642	10,000	7740-15 Rental Property Repair & Maint - Fuel Tanks	10,200	10,200	10,200
0	0	0	7740-20 Rental Property Repair & Maint - 4025 Nimbus Loop	53,300	53,300	53,300
			New rental property			
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Deferred Maintenance at time of reversion to Airport Ownership	1	35,000	35,000
			Liability Insurance Premium	1	900	900
			Property Insurance Premium	1	5,400	5,400
			Miscellaneous Supplies and Repairs	1	2,000	2,000
			Landscaping	1	10,000	10,000
37,310	56,998	438,500	7750 Professional Services	101,000	101,000	101,000
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Contract On Site Airport Management	1	37,000	37,000
			Contract Airport Maintenance & Admin	1	28,000	28,000
			Miscellaneous Professional Services	1	5,000	5,000
			Airport Engineering Consultant	1	31,000	31,000
0	0	2,100	7750-01 Professional Services - Audit & other city-wide prof svc	6,000	6,000	6,000
			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	395,000	395,000	395,000
			Airport Master Plan, Fencing & Wind Cone projects			
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Airport Master Plan (grant project)	1	300,000	300,000
			Fencing & Wind Cone project - Environmental & Design phase	1	95,000	95,000
0	156,987	0	7770-53 Professional Services - Projects - Apron Rehabilitation	0	0	0
0	0	0	7840 M & S Computer Charges	1,514	1,514	1,514
			I.S. Fund materials & supplies costs shared city-wide			

Budget Document Report

25 - AIRPORT MAINTENANCE FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
0	0	0	7840-77	M & S Computer Charges - Airport		200	200	200
			<u>Description</u>		<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
			Adobe Pro License		1	200	200	
6,198	14,539	20,000	8215	Airport Lighting		20,000	20,000	20,000
			Runway, beacon, street, and parking area lighting maintenance and power costs.					
159,418	364,949	718,800	TOTAL MATERIALS AND SERVICES			817,654	837,654	837,654
CAPITAL OUTLAY								
0	0	0	8750	Capital Outlay Computer Charges		406	406	406
			I.S. Fund capital outlay costs shared city-wide					
158,306	0	0	8920	Land Improvements		0	0	0
0	1,272,907	0	8920-11	Land Improvements - FAA - Apron Rehab Construction		0	0	0
158,306	1,272,907	0	TOTAL CAPITAL OUTLAY			406	406	406
TRANSFERS OUT								
98,190	96,427	53,801	9700-01	Transfers Out - General Fund		42,723	60,153	60,153
			<u>Description</u>		<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
			Airport Fund support of Engineering operations.		1	2,582	2,582	
			Engineering, Admin, & Finance personnel services support.		1	50,627	50,627	
			Airport Fund support of centralized Facility operations		1	6,944	6,944	
98,190	96,427	53,801	TOTAL TRANSFERS OUT			42,723	60,153	60,153
CONTINGENCIES								
0	0	300,000	9800	Contingencies		300,000	300,000	300,000
0	0	300,000	TOTAL CONTINGENCIES			300,000	300,000	300,000
ENDING FUND BALANCE								
552,840	617,242	216,480	9999	Unappropriated Ending Fd Balance		408,368	370,938	370,938
			Undesignated carryover from proposed budget year to subsequent year, includes the excess (deficit) of revenues over (under) expenditures from proposed budget year operations.					
552,840	617,242	216,480	TOTAL ENDING FUND BALANCE			408,368	370,938	370,938
968,754	2,352,104	1,289,081	TOTAL REQUIREMENTS			1,630,586	1,630,586	1,630,586

25 - AIRPORT MAINTENANCE FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
968,754	2,352,105	1,289,081	TOTAL RESOURCES	1,630,586	1,630,586	1,630,586
968,754	2,352,105	1,289,081	TOTAL REQUIREMENTS	1,630,586	1,630,586	1,630,586

45 - TRANSPORTATION FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES						
<u>BEGINNING FUND BALANCE</u>						
3,044,236	0	0	4045-05 Designated Begin FB-Transport Fd - Transportation SDC	0	3,194,933	3,194,933
2,352,288	0	0	4045-15 Designated Begin FB-Transport Fd - Bond Proceeds	0	0	0
0	0	0	4045-20 Designated Begin FB-Transport Fd - ODOT Fund Exchange Reserve	0	0	0
406,768	2,930,746	3,325,111	4090 Beginning Fund Balance <small>Estimated July 1 undesignated carryover from prior year</small>	3,743,996	859,063	859,063
5,803,291	2,930,746	3,325,111	<u>TOTAL BEGINNING FUND BALANCE</u>	3,743,996	4,053,996	4,053,996
<u>INTERGOVERNMENTAL</u>						
0	0	0	4777 OR Department of Transportation <small>Safe Routes to School grant for school related pedestrian improvements</small>	90,720	90,720	90,720
1,201,248	201,248	201,248	4810 OR Federal Exchange - TEA 21 <small>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).</small>	937,425	937,425	937,425
1,201,248	201,248	201,248	<u>TOTAL INTERGOVERNMENTAL</u>	1,028,145	1,028,145	1,028,145
<u>CHARGES FOR SERVICES</u>						
470,544	678,011	500,000	5500 System Development Charges <small>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.</small>	300,000	300,000	300,000
470,544	678,011	500,000	<u>TOTAL CHARGES FOR SERVICES</u>	300,000	300,000	300,000
<u>MISCELLANEOUS</u>						
17,681	13,126	15,000	6310 Interest	70,000	70,000	70,000
9,097	0	0	6310-30 Interest - Bond	0	0	0
0	0	0	6600 Other Income	0	0	0
26,777	13,126	15,000	<u>TOTAL MISCELLANEOUS</u>	70,000	70,000	70,000
<u>TRANSFERS IN</u>						
600,000	200,000	375,000	6900-20 Transfers In - Street	230,000	230,000	230,000

Budget Document Report

45 - TRANSPORTATION FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Gas tax revenues used to fund Transportation Fund expenses.	1	230,000	230,000
600,000	200,000	375,000	TOTAL TRANSFERS IN	230,000	230,000	230,000
8,101,861	4,023,131	4,416,359	TOTAL RESOURCES	5,372,141	5,682,141	5,682,141

45 - TRANSPORTATION FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
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REQUIREMENTS

MATERIALS AND SERVICES

31,353	30,142	118,500	7750	Professional Services	131,900	186,900	186,900
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
				Yamhill Parkway Committee Support	1	18,500	18,500
				Design Services-Safe Routes to School Grant projects	1	113,400	113,400
				Meadows/Baker Creek Rd RRFB design	1	55,000	55,000
0	0	3,800	7750-01	Professional Services - Audit & other city-wide prof svc	5,000	5,000	5,000
				Costs shared city-wide for Audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses			
1,794	0	0	7750-57	Professional Services - Financing Administration	0	0	0
0	0	400,000	7760-10	Professional Svcs - Plan/Study - Transportation System Plan	400,000	450,000	450,000
				Transportation System Plan Update (FY23-24)			
0	20,300	0	7770-20	Professional Services - Projects - Baker Cr Rd & Michelbook signal	0	60,000	60,000
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
105,670	0	0	7770-74	Professional Services - Projects - Old Sheridan Road	0	0	0
138,817	50,442	522,300	<u>TOTAL MATERIALS AND SERVICES</u>		536,900	701,900	701,900

CAPITAL OUTLAY

0	0	0	9000-20	Traffic Signals - Baker Cr Rd & Michelbook	450,000	450,000	450,000
				Installation of new traffic signal.			
0	175,725	300,000	9020-05	Street Resurfacing - Seal Coating	308,000	308,000	308,000
				Slurry seal application on various City streets.			
1,298,117	0	0	9020-10	Street Resurfacing - Contract Overlays	200,000	200,000	200,000
				Pavement overlay of various City streets, primarily using fund exchange resources.			
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
				Contract Overlay PROWAG work	1	200,000	200,000
0	0	120,000	9020-20	Street Resurfacing - Bond Measure	0	0	0
				Street repair and repaving projects			
564	0	0	9030-08	Street Improvements - Hill Road North	0	0	0
3,388,116	0	0	9030-09	Street Improvements - Old Sheridan Road	0	0	0
0	0	200,000	9030-12	Street Improvements - Pedestrian & Safety	0	145,000	145,000
0	0	0	9150-05	Developer Reimbursement - Storm Drainage	0	0	0
4,686,796	175,725	620,000	<u>TOTAL CAPITAL OUTLAY</u>		958,000	1,103,000	1,103,000

Budget Document Report

45 - TRANSPORTATION FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
<u>DEBT SERVICE</u>								
150,568	146,097	149,399	9472-05	ODOT Loan - Newberg/Dundee Bypass - Principal		146,093	146,093	146,093
				Payment on ODOT loan for Phase I of project				
50,680	55,151	51,850	9472-10	ODOT Loan - Newberg/Dundee Bypass - Interest		55,156	55,156	55,156
				Interest payment for City's loan balance				
201,248	201,248	201,249	<u>TOTAL DEBT SERVICE</u>			201,249	201,249	201,249
<u>TRANSFERS OUT</u>								
144,253	114,753	120,219	9700-01	Transfers Out - General Fund		124,529	124,529	124,529
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Transportation Fund support of Engineering operations.	1	14,805	14,805		
			Engineering, Admin, & Finance personnel services support.	1	109,724	109,724		
144,253	114,753	120,219	<u>TOTAL TRANSFERS OUT</u>			124,529	124,529	124,529
<u>CONTINGENCIES</u>								
0	0	500,000	9800	Contingencies		500,000	500,000	500,000
				Contingency dollars are considered to be SDC funds.				
0	0	500,000	<u>TOTAL CONTINGENCIES</u>			500,000	500,000	500,000
<u>ENDING FUND BALANCE</u>								
0	0	0	9945-05	Designated End FB - Transport Fd - Transportation SDC		2,361,988	2,361,988	2,361,988
				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	9945-15	Designated End FB - Transport Fd - Bond Proceeds		0	0	0
0	0	0	9945-20	Designated End FB - Transport Fd - ODOT Fund Exchange Reserve		536,176	536,176	536,176
				Fund Exchange balance for future projects				
2,930,746	3,480,963	2,452,591	9999	Unappropriated Ending Fd Balance		153,299	153,299	153,299
				Undesignated carryover from proposed budget year to subsequent year, includes the excess (deficit) of revenues over (under) expenditures from proposed budget year operations.				
2,930,746	3,480,963	2,452,591	<u>TOTAL ENDING FUND BALANCE</u>			3,051,463	3,051,463	3,051,463
8,101,860	4,023,131	4,416,359	<u>TOTAL REQUIREMENTS</u>			5,372,141	5,682,141	5,682,141

Budget Document Report

45 - TRANSPORTATION FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
8,101,861	4,023,131	4,416,359	TOTAL RESOURCES	5,372,141	5,682,141	5,682,141
8,101,860	4,023,131	4,416,359	TOTAL REQUIREMENTS	5,372,141	5,682,141	5,682,141

Budget Document Report

50 - PARK DEVELOPMENT FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES						
<u>BEGINNING FUND BALANCE</u>						
0	0	0	4050-05 Designated Begin FB-Park Dev Fd - Park Development Bond Proceeds	0	0	0
16,000	16,000	16,000	4050-25 Designated Begin FB-Park Dev Fd - Heather Hollow July 1 carryover donation from the Heather Glen Homeowners Association for future improvements to Heather Hollow Neighborhood Park.	16,000	16,000	16,000
1,459,213	1,675,276	1,924,541	4090 Beginning Fund Balance Estimated July 1 undesignated carryover from prior year	2,234,690	2,234,690	2,234,690
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.						
1,475,213	1,691,276	1,940,541	<u>TOTAL BEGINNING FUND BALANCE</u>	2,250,690	2,250,690	2,250,690
<u>INTERGOVERNMENTAL</u>						
0	0	0	4546 American Rescue Plan	0	0	0
5,161	0	0	4770-27 OR State Park & Recreation Grant - NW Neighborhood Park	0	0	0
5,161	0	0	<u>TOTAL INTERGOVERNMENTAL</u>	0	0	0
<u>CHARGES FOR SERVICES</u>						
261,277	401,250	400,000	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 22/23= \$2,795). 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
261,277	401,250	400,000	<u>TOTAL CHARGES FOR SERVICES</u>	400,000	400,000	400,000
<u>MISCELLANEOUS</u>						
9,344	7,725	7,000	6310 Interest Interest earned on SDC, grant, intergovernmental, etc balances	40,000	40,000	40,000
1,073	0	0	6310-30 Interest - Bond	0	0	0
0	0	0	6360-16 Grants - The Collins Foundation	0	0	0
0	0	0	6360-18 Grants - Ford Family Foundation	0	0	0
0	0	500	6450 Donations - Park Development Misc. donations	0	0	0

Budget Document Report

50 - PARK DEVELOPMENT FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
0	0	0	6450-21 Donations - Park Development - NW Neighborhood Park	0	0	0
580	0	0	6600 Other Income	0	0	0
10,997	7,725	7,500	TOTAL MISCELLANEOUS	40,000	40,000	40,000
1,752,648	2,100,252	2,348,041	TOTAL RESOURCES	2,690,690	2,690,690	2,690,690

50 - PARK DEVELOPMENT FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
REQUIREMENTS						
<u>MATERIALS AND SERVICES</u>						
0	0	0	7680 Materials & Supplies - Donations	0	0	0
1,552	1,206	0	7750 Professional Services	0	0	0
0	0	800	7750-01 Professional Services - Audit & other city-wide prof svc <small>Costs shared city-wide for Audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses</small>	600	600	600
500	0	0	7750-57 Professional Services - Financing Administration	0	0	0
0	189	220,000	7760-50 Professional Svcs - Plan/Study - Parks & Rec Open Space Plan <small>The PROS Plan Update is scheduled to be completed fall/winter 2023. Total project cost is estimated to be \$250,000</small>	70,000	70,000	70,000
0	0	0	7770-27 Professional Services - Projects - NW Neighborhood Park	0	0	0
0	0	0	7840 M & S Computer Charges	0	0	0
0	0	0	7840-63 M & S Computer Charges - Park Development	1,980	1,980	1,980
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			ESRI Desktop License	1	1,650	1,650
			ESRI Annual Maintenance (Shared)	1	330	330
2,052	1,395	220,800	<u>TOTAL MATERIALS AND SERVICES</u>	72,580	72,580	72,580
<u>CAPITAL OUTLAY</u>						
1,200	0	0	8725-05 Equipment - Donations - NW Park Playground	0	0	0
0	0	0	9250 Park Construction <small>Unanticipated park development either as grant match or to provide partnership opportunities for projects in the Parks Master Plan that qualify for SDC funding.</small>	0	0	0
0	0	20,000	9250-25 Park Construction - NW Neighborhood Park <small>Donor signage added, etc.</small>	20,000	20,000	20,000
0	0	0	9300-02 Park Improvements - Grants	0	0	0
0	0	0	9300-25 Park Improvements - Heather Hollow City Park <small>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.</small>	0	0	0
<small>Budget Note: Project funded 100% by donation.</small>						
1,200	0	20,000	<u>TOTAL CAPITAL OUTLAY</u>	20,000	20,000	20,000

Budget Document Report

50 - PARK DEVELOPMENT FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
<u>TRANSFERS OUT</u>								
58,119	48,906	58,460	9700-01	Transfers Out - General Fund		62,573	62,573	62,573
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Parks & Rec Admin, & Finance personnel services support.	1	62,573	62,573		
58,119	48,906	58,460	<u>TOTAL TRANSFERS OUT</u>			62,573	62,573	62,573
<u>CONTINGENCIES</u>								
0	0	500,000	9800	Contingencies		500,000	500,000	500,000
0	0	500,000	<u>TOTAL CONTINGENCIES</u>			500,000	500,000	500,000
<u>ENDING FUND BALANCE</u>								
0	0	0	9950-05	Designated End FB - Park Dev Fd - Park Development Bond Proceeds		0	0	0
16,000	0	16,000	9950-25	Designated End FB - Park Dev Fd - Heather Hollow		16,000	16,000	16,000
1,675,276	2,049,951	1,532,781	9999	Unappropriated Ending Fd Balance		2,019,537	2,019,537	2,019,537
			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.					
1,691,276	2,049,951	1,548,781	<u>TOTAL ENDING FUND BALANCE</u>			2,035,537	2,035,537	2,035,537
1,752,647	2,100,252	2,348,041	<u>TOTAL REQUIREMENTS</u>			2,690,690	2,690,690	2,690,690

50 - PARK DEVELOPMENT FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
1,752,648	2,100,252	2,348,041	TOTAL RESOURCES	2,690,690	2,690,690	2,690,690
1,752,647	2,100,252	2,348,041	TOTAL REQUIREMENTS	2,690,690	2,690,690	2,690,690

Budget Document Report

60 - DEBT SERVICE FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES						
BEGINNING FUND BALANCE						
121,500	0	0	4060-27 Designated Begin FB-Debt Svc Fd - '15 PS Bldg Refunding Int Aug 1	0	0	0
600,000	0	0	4060-32 Designated Begin FB-Debt Svc Fd - 2011 Pk Bond Refund Prin Pmt Aug	0	0	0
21,300	0	0	4060-33 Designated Begin FB-Debt Svc Fd - 2011 Pk Bond Refund Int Pmt Aug	0	0	0
255,125	0	0	4060-35 Designated Begin FB-Debt Svc Fd - '15 Transport Bnd Int Pmt Aug 1	0	0	0
111,550	0	0	4060-36 Designated Begin FB-Debt Svc Fd - '18 Transport Bnd Int Pmt Aug 1	0	0	0
246,759	1,296,097	510,198	4090 Beginning Fund Balance Estimated July 1 undesignated carryover from prior year	314,250	314,250	314,250
1,356,234	1,296,097	510,198	TOTAL BEGINNING FUND BALANCE	314,250	314,250	314,250
PROPERTY TAXES						
3,586,294	2,739,163	2,794,800	4100-05 Property Taxes - Current \$3,091,410 2023-24 debt service property tax levy (\$147,210) Less uncollected taxes - 5% \$2,944,200 2023-2024 Current property taxes	2,944,200	2,944,200	2,944,200
67,428	51,507	65,000	4100-10 Property Taxes - Prior Debt Service property tax rate estimated at \$0.9361 per \$1,000 of assessed value compared to \$0.9035 in 2022-23 Collections of delinquent property taxes from prior year Debt Service Fund property tax levies.	65,000	65,000	65,000
3,653,723	2,790,670	2,859,800	TOTAL PROPERTY TAXES	3,009,200	3,009,200	3,009,200
INTERGOVERNMENTAL						
4,220	-1,273	0	5010-01 Yamhill County - Other County Distributions	0	0	0
4,220	-1,273	0	TOTAL INTERGOVERNMENTAL	0	0	0
MISCELLANEOUS						
7,573	3,567	8,000	6310 Interest	6,000	6,000	6,000
9,297	9,238	8,000	6310-01 Interest - Property taxes	7,000	7,000	7,000
16,870	12,805	16,000	TOTAL MISCELLANEOUS	13,000	13,000	13,000
5,031,047	4,098,299	3,385,998	TOTAL RESOURCES	3,336,450	3,336,450	3,336,450

Budget Document Report

60 - DEBT SERVICE FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
REQUIREMENTS						
<u>MATERIALS AND SERVICES</u>						
0	0	0	7750-25 Professional Services - County charges	0	0	0
0	0	0	TOTAL MATERIALS AND SERVICES	0	0	0
<u>DEBT SERVICE</u>						
725,000	650,000	680,000	9462-05 2015 Public Safety Bldg Refunding Bond - Principal - Feb 1 2015 Public Safety Building Bond Refunding principal payment due February 1, 2024	720,000	720,000	720,000
121,500	110,625	94,375	9462-10 2015 Public Safety Bldg Refunding Bond - Interest - Feb 1 2015 Public Safety Building Bond Refunding interest payment due February 1, 2024	77,375	77,375	77,375
121,500	110,625	94,375	9462-15 2015 Public Safety Bldg Refunding Bond - Interest - Aug 1 2015 Public Safety Building Bond Refunding principal payment due August 1, 2023	77,375	77,375	77,375
950,000	980,000	1,025,000	9475-05 2015 Transportation Bond - Principal - Feb 1 2015 Transportation Bond principal payment due February 1, 2024	1,080,000	1,080,000	1,080,000
255,125	240,875	216,375	9475-10 2015 Transportation Bond - Interest - Feb 1 2015 Transportation Bond interest payment due February 1, 2024	190,750	190,750	190,750
255,125	240,875	216,375	9475-15 2015 Transportation Bond - Interest - Aug 1 2015 Transportation Bond interest payment due August 1, 2023	190,750	190,750	190,750
450,000	465,000	480,000	9476-05 2018 Transportation Bond - Principal - Feb 1 2018 Transportation Bond principal payment due February 1, 2024	490,000	490,000	490,000
111,550	104,800	97,825	9476-10 2018 Transportation Bond - Interest - Feb 1 2018 Transportation Bond interest payment due February 1, 2024	90,625	90,625	90,625
111,550	104,800	97,825	9476-15 2018 Transportation Bond - Interest - Aug 1 2018 Transportation Bond interest payment due August 1, 2023	90,625	90,625	90,625
600,000	615,000	0	9485-05 2011 Park Bond Refunding - Principal - Aug 1	0	0	0
12,300	0	0	9485-10 2011 Park Bond Refunding - Interest - Feb 1	0	0	0
21,300	12,300	0	9485-15 2011 Park Bond Refunding - Interest - Aug 1	0	0	0
3,734,950	3,634,900	3,002,150	TOTAL DEBT SERVICE	3,007,500	3,007,500	3,007,500
<u>ENDING FUND BALANCE</u>						
0	0	0	9960-27 Designated End FB - Debt Svc Fd - '15 PS Bldg Refunding Int Aug 1 July 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
0	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

Budget Document Report

60 - DEBT SERVICE FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
0	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
0	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
0	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
1,296,097	463,399	383,848	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.	328,950	328,950	328,950
1,296,097	463,399	383,848	TOTAL ENDING FUND BALANCE	328,950	328,950	328,950
5,031,047	4,098,299	3,385,998	TOTAL REQUIREMENTS	3,336,450	3,336,450	3,336,450

Budget Document Report

60 - DEBT SERVICE FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
5,031,047	4,098,299	3,385,998	TOTAL RESOURCES	3,336,450	3,336,450	3,336,450
5,031,047	4,098,299	3,385,998	TOTAL REQUIREMENTS	3,336,450	3,336,450	3,336,450

Budget Document Report

70 - BUILDING FUND

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

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET		2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES						
<u>BEGINNING FUND BALANCE</u>						
1,504,769	1,659,704	1,608,787	4090	Beginning Fund Balance	1,795,781	1,795,781
				Estimated July 1 carryover from prior year		
1,504,769	1,659,704	1,608,787		<u>TOTAL BEGINNING FUND BALANCE</u>	1,795,781	1,795,781
<u>LICENSES AND PERMITS</u>						
505,945	660,253	410,000	4400-05	Building Fees - Building Permit Fees	410,000	410,000
				Building plan review and permit fees; fire and life safety plan review fees.		
157,158	207,564	135,000	4400-10	Building Fees - Mechanical Permit Fees	135,000	135,000
				Mechanical plan review and permit fees.		
98,977	86,543	80,000	4400-15	Building Fees - Plumbing Permit Fees	80,000	80,000
				Plumbing plan review and permit fees.		
1,075	1,217	1,500	4400-20	Building Fees - Mobile Home Permit Fees	1,500	1,500
				Manufactured home setup permit fees including mobile home park plan review and permit fees.		
161	1	500	4400-25	Building Fees - Miscellaneous Permit Fees	500	500
				Miscellaneous Building Division charges including re-inspection fees.		
0	0	0	4400-30	Building Fees - Local Option Permit Fees	0	0
763,316	955,578	627,000		<u>TOTAL LICENSES AND PERMITS</u>	627,000	627,000
<u>INTERGOVERNMENTAL</u>						
0	54	0	4545	Federal FEMA Grant	0	0
0	99	0	4546	American Rescue Plan	0	0
9,976	0	0	4548	Coronavirus Relief Fund (CRF)	0	0
9,976	153	0		<u>TOTAL INTERGOVERNMENTAL</u>	0	0
<u>MISCELLANEOUS</u>						
9,853	7,358	10,000	6310	Interest	36,000	36,000
2,977	4,418	2,500	6600-97	Other Income - Building	2,500	2,500
				Includes the 1% Administration Fee paid by the School District for the Building Division's collection of their Construction Excise Tax on new construction.		
12,829	11,777	12,500		<u>TOTAL MISCELLANEOUS</u>	38,500	38,500

Budget Document Report

70 - BUILDING FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
<u>TRANSFERS IN</u>								
0	0	10,500	6900-08	Transfers In - Affordable Housing		15,011	15,011	15,011
			<u>Description</u>		<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
			Affordable Housing support for Building program staffer		1	15,011	15,011	
14,969	3,008	3,236	6900-85	Transfers In - Insurance Services		5,007	5,007	5,007
			<u>Description</u>		<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
			Insurance Services Fund support of HR Manager position		1	5,007	5,007	
14,969	3,008	13,736	<u>TOTAL TRANSFERS IN</u>			20,018	20,018	20,018
2,305,858	2,630,220	2,262,023	<u>TOTAL RESOURCES</u>			2,481,299	2,481,299	2,481,299

Budget Document Report

70 - BUILDING FUND

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

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET		2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

-2,254	1,897	0	7000	Salaries & Wages	0	0	0
253,967	256,701	288,912	7000-05	Salaries & Wages - Regular Full Time Community Development Director - 0.25 FTE Combination Inspector - Senior - 1.00 FTE Combination Inspector - 1.00 FTE Development Review Specialist - 1.00 FTE Development Customer Service Technician - Combined Depts - 0.34 FTE	314,989	314,989	314,989
0	4,805	0	7000-10	Salaries & Wages - Regular Part Time	0	0	0
90,721	97,715	106,080	7000-15	Salaries & Wages - Temporary Extra Help - Building Official - 0.75 FTE	108,592	108,592	108,592
770	343	5,000	7000-20	Salaries & Wages - Overtime	5,000	5,000	5,000
0	0	0	7000-37	Salaries & Wages - Medical Opt Out Incentive	0	0	0
-3,154	854	0	7300	Fringe Benefits	0	0	0
20,849	21,823	24,200	7300-05	Fringe Benefits - FICA - Social Security	25,930	25,930	25,930
4,876	5,104	5,800	7300-06	Fringe Benefits - FICA - Medicare	6,216	6,216	6,216
108,272	116,517	128,944	7300-15	Fringe Benefits - PERS - OPSRP - IAP	141,961	141,961	141,961
61,802	57,844	66,588	7300-20	Fringe Benefits - Medical Insurance	62,604	62,604	62,604
7,750	8,090	8,770	7300-22	Fringe Benefits - VEBA Plan	8,090	8,090	8,090
378	267	215	7300-25	Fringe Benefits - Life Insurance	215	215	215
1,463	972	637	7300-30	Fringe Benefits - Long Term Disability	733	733	733
4,931	5,233	4,310	7300-35	Fringe Benefits - Workers' Compensation Insurance	4,320	4,320	4,320
87	81	100	7300-37	Fringe Benefits - Workers' Benefit Fund	100	100	100
3,495	134	1,999	7300-40	Fringe Benefits - Unemployment	1,890	1,890	1,890
0	0	0	7300-45	Fringe Benefits - Paid Family Leave City Share	1,556	1,556	1,556
553,953	578,379	641,555	TOTAL PERSONNEL SERVICES		682,196	682,196	682,196

MATERIALS AND SERVICES

14,175	24,167	17,000	7500	Credit Card Fees	17,000	17,000	17,000
0	0	0	7515	City Services Charge expense	0	0	0
344	140	500	7520	Public Notices & Printing Building inspection/correction notices and various building inspection job cards, as well as brochures to inform contractors of code changes, departmental policies, and other relevant information.	500	500	500

Budget Document Report

70 - BUILDING FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
521	264	800	7540 Employee Events Costs shared city-wide for employee training, materials, and events.	600	600	600
1,980	2,788	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
1,023	1,437	1,500	7590 Fuel - Vehicle & Equipment	2,000	2,000	2,000
2,441	2,612	3,000	7600 Utilities Division's share of Community Development Center's electricity expense, ~25%.	3,300	3,300	3,300
0	0	0	7600-04 Utilities - Water	0	0	0
6,000	5,218	5,900	7610-05 Insurance - Liability	6,940	6,940	6,940
2,000	1,889	2,130	7610-10 Insurance - Property	2,660	2,660	2,660
8,429	8,055	9,000	7620 Telecommunications	9,000	9,000	9,000
3,169	10,643	3,500	7650 Janitorial Division's share of Community Development Center janitorial service and supplies cost, ~25%.	3,800	3,800	3,800
4,358	6,345	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
18	15	1,000	7720 Repairs & Maintenance Repairs and maintenance of vehicles and office equipment.	1,000	1,000	1,000
3,869	1,284	1,300	7720-08 Repairs & Maintenance - Building Repairs Division's share of Community Development Center's repairs and improvements, ~25%.	7,600	7,600	7,600
1,479	1,692	6,400	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%.	2,900	2,900	2,900
930	782	0	7750 Professional Services	0	0	0
0	0	1,060	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	1,900	1,900	1,900
270	4,283	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
2,441	383	20,000	7750-36 Professional Services - Contract Plan Review Contract plan reviews and engineering services on commercial projects.	20,000	20,000	20,000
1,488	1,692	3,200	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%.	3,500	3,500	3,500
0	0	0	7800 M & S Equipment Vehicle retrofits or maintenance	0	0	0

Budget Document Report

70 - BUILDING FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
8,389	8,179	9,189	7840	M & S Computer Charges		10,975	10,975	10,975
				I.S. Fund materials & supplies costs shared city-wide				
2,083	12,084	4,210	7840-80	M & S Computer Charges - Building		6,060	6,060	6,060
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Office 365 Licensing (4)	1	1,060	1,060	
				ESRI 17% - shared with Bldg,Plan,Eng,Street,Park	1	2,500	2,500	
				Accela Peripherals	1	1,000	1,000	
				Replacement Computer	1	1,500	1,500	
65,406	93,950	143,189	TOTAL MATERIALS AND SERVICES			153,235	153,235	153,235
<u>CAPITAL OUTLAY</u>								
0	762	0	8750	Capital Outlay Computer Charges		2,942	2,942	2,942
				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	8800	Building Improvements		23,750	23,750	23,750
				Division's share of Community Development Center's building improvements, ~25%.				
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Install Secure Entryway at CDC (25% share)	1	15,000	15,000	
				Replace RTU #1 - 1996 HVAC Unit at CDC (25% share)	1	8,750	8,750	
0	0	0	8850	Vehicles		0	0	0
0	762	0	TOTAL CAPITAL OUTLAY			26,692	26,692	26,692
<u>TRANSFERS OUT</u>								
17,331	21,458	25,371	9700-01	Transfers Out - General Fund		22,763	27,846	27,846
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Admin & Finance personnel services support.	1	26,306	26,306	
				Building Fund support of centralized Facility operations	1	1,540	1,540	
9,464	10,960	11,694	9700-80	Transfers Out - Information Systems		12,733	12,733	12,733
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Information Systems personnel services support.	1	12,733	12,733	
26,795	32,418	37,065	TOTAL TRANSFERS OUT			35,496	40,579	40,579
<u>CONTINGENCIES</u>								
0	0	200,000	9800	Contingencies		200,000	200,000	200,000
0	0	200,000	TOTAL CONTINGENCIES			200,000	200,000	200,000

Budget Document Report

70 - BUILDING FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
<u>ENDING FUND BALANCE</u>						
1,659,704	1,924,710	1,240,214	9999 Unappropriated Ending Fd Balance Undesignated carryover for July 1 from proposed budget year to subsequent year, includes the excess (deficit) of revenues over (under) expenditures from proposed budget year operations. Target reserve = 24 months operating expenses.	1,383,680	1,378,597	1,378,597
1,659,704	1,924,710	1,240,214	<u>TOTAL ENDING FUND BALANCE</u>	1,383,680	1,378,597	1,378,597
2,305,858	2,630,220	2,262,023	<i>TOTAL REQUIREMENTS</i>	2,481,299	2,481,299	2,481,299

Budget Document Report

70 - BUILDING FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
2,305,858	2,630,220	2,262,023	TOTAL RESOURCES	2,481,299	2,481,299	2,481,299
2,305,858	2,630,220	2,262,023	TOTAL REQUIREMENTS	2,481,299	2,481,299	2,481,299

Budget Document Report

75 - WASTEWATER SERVICES FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES						
<u>BEGINNING FUND BALANCE</u>						
1,000,000	0	0	4075-05 Designated Begin FB-WW Svc Fd - Sewer A/R Non-cash Designated Beginning Fund Balance for estimated Sewer Accounts Receivable balance at July 1	0	0	0
2,699,258	3,934,952	3,738,745	4090 Beginning Fund Balance Estimated July 1 undesignated carryover from prior year	3,285,046	3,318,571	3,318,571
3,699,258	3,934,952	3,738,745	<u>TOTAL BEGINNING FUND BALANCE</u>	3,285,046	3,318,571	3,318,571
3,699,258	3,934,952	3,738,745	TOTAL RESOURCES	3,285,046	3,318,571	3,318,571

75 - WASTEWATER SERVICES FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

100	407	0	7000	Salaries & Wages	0	0	0
151,703	167,695	178,858	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	191,621	191,621	191,621
0	0	0	7000-10	Salaries & Wages - Regular Part Time Project Engineer - 0.75 FTE	74,614	74,614	74,614
135	111	199	7000-20	Salaries & Wages - Overtime	302	302	302
49	205	0	7300	Fringe Benefits	0	0	0
9,171	10,140	10,833	7300-05	Fringe Benefits - FICA - Social Security	16,125	16,125	16,125
2,145	2,371	2,597	7300-06	Fringe Benefits - FICA - Medicare	3,865	3,865	3,865
55,388	60,144	64,173	7300-15	Fringe Benefits - PERS - OPSRP - IAP	93,278	93,278	93,278
31,412	32,560	33,768	7300-20	Fringe Benefits - Medical Insurance	34,273	34,273	34,273
4,200	4,200	4,200	7300-22	Fringe Benefits - VEBA Plan	4,200	4,200	4,200
227	168	126	7300-25	Fringe Benefits - Life Insurance	186	186	186
817	571	377	7300-30	Fringe Benefits - Long Term Disability	552	552	552
4,391	4,767	3,145	7300-35	Fringe Benefits - Workers' Compensation Insurance	4,080	4,080	4,080
42	41	48	7300-37	Fringe Benefits - Workers' Benefit Fund	65	65	65
6,783	324	3,999	7300-40	Fringe Benefits - Unemployment	3,990	3,990	3,990
0	0	0	7300-45	Fringe Benefits - Paid Family Leave City Share	978	978	978
266,562	283,704	302,323	<u>TOTAL PERSONNEL SERVICES</u>		428,129	428,129	428,129

MATERIALS AND SERVICES

275	1,140	1,500	7530	Training Safety meetings, training films, posters, and handouts, etc.	1,500	1,500	1,500
1,792	1,694	2,100	7540	Employee Events Costs shared city-wide for employee training, materials, and events.	3,000	3,000	3,000

75 - WASTEWATER SERVICES FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : N/A Program : N/A			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
5,952	15,563	15,000	7550	Travel & Education		17,000	17,000	17,000
				Memberships and registrations to professional organizations, attendance at the Water Environment Federation National Conference; and reimbursements to employees for approved education programs and travel expenses incurred. Includes continuing education required for employee state certification.				
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Professional membership	1	1,000	1,000	
				Training/conferences	1	2,200	2,200	
				Certification/LME licenses renewal and exam	1	13,800	13,800	
69,700	71,587	80,890	7610-05	Insurance - Liability		94,300	94,300	94,300
82,700	85,591	96,720	7610-10	Insurance - Property		124,990	124,990	124,990
23,983	24,334	28,000	7620	Telecommunications		29,000	29,000	29,000
				Telephone and fax usage, pagers, and Verizon communication system charges. Maintenance costs for fiber connection to Water Reclamation Facility (WRF) for computer services.				
12,612	12,969	14,000	7650	Janitorial		16,000	16,000	16,000
				WRF Administration and Headworks building janitorial charges.				
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Janitorial service contract	1	15,000	15,000	
				Janitorial supplies	1	1,000	1,000	
23,469	29,736	29,000	7660	Materials & Supplies		30,000	30,000	30,000
				Department costs for employee protective clothing, safety gear, general cleaning supplies, office supplies, garbage service, advertisement, printing, postage, and shipping costs.				
8,832	5,368	8,670	7740-05	Rental Property Repair & Maint - Building		10,100	10,100	10,100
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Misc maintenance, repair, etc.	1	9,000	9,000	
				Liability insurance premium	1	170	170	
				Property insurance premium	1	930	930	
18,092	35,309	42,250	7750	Professional Services		45,000	45,000	45,000
				Engineering, professional services and membership dues: Total Maximum Daily Load process (TMDL), permitting, plans development, etc.				
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Environmental legal assistance	1	9,700	9,700	
				Miscellaneous wastewater facility consulting fee	1	28,000	28,000	
				Northwest Biosolids association dues	1	650	650	
				Rental agreement	1	1,500	1,500	
				ACWA membership/program fees	1	5,150	5,150	
0	0	5,650	7750-01	Professional Services - Audit & other city-wide prof svc		17,900	17,900	17,900
				Costs shared city-wide for Audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses				

Budget Document Report

75 - WASTEWATER SERVICES FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : N/A Program : N/A			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
0	0	0	7750-04	Professional Services - Grants		0	0	0
0	0	50,000	7750-43	Professional Services - Stormwater		0	0	0
				Consultant Services for Mercury TMDL/Stormwater Account moved to 75-78-325				
26,049	41,129	50,000	7790	Maintenance & Rental Contracts		68,700	68,700	68,700
				Wastewater Services contracts for maintenance and inspections of various facility systems and grounds.				
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Landscape contract	1	60,000	60,000	
				Elevator maintenance contract	1	2,300	2,300	
				Fire alarm system inspection contract and monitoring	1	2,050	2,050	
				Fire extinguisher and backflow preventer certification	1	4,350	4,350	
20,357	25,519	30,874	7840	M & S Computer Charges		31,789	31,789	31,789
				I.S. Fund materials & supplies costs shared city-wide				
34,381	33,276	41,450	7840-85	M & S Computer Charges - WWS		45,150	45,150	45,150
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				ESRI-17%, shared with Bldg,Comm Dvlprmt,Eng,Street,Park Maint	1	2,500	2,500	
				Hansen Maint-25%, shared with Street, Park Maint, Eng	1	4,000	4,000	
				Office 365 Licensing (20)	1	5,800	5,800	
				Cradlepoint Maintenance	1	350	350	
				Adobe Pro Licensing (2)	2	200	400	
				Desktops (2), Laptops (1)	1	8,600	8,600	
				CUES Maintenance	1	3,000	3,000	
				Swift Comply FOG Maintenance	1	3,100	3,100	
				WWS-MP2 Maintenance	1	2,800	2,800	
				Rockwell Control Maintenance	1	5,500	5,500	
				Wonderware Maintenance	1	5,500	5,500	
				Hach WIMS Maintenance	1	2,800	2,800	
				Win 911 Maintenance	1	800	800	
0	0	0	8229	Customers Helping Customers matching funds		0	0	0
52,490	58,346	56,600	8260	Permit & Basin Council Fees		60,000	60,000	60,000
				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	36,000	36,000	
				Federal USGS monitoring site fee - Yamhill	1	18,900	18,900	
				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	

Budget Document Report

75 - WASTEWATER SERVICES FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 01 - ADMINISTRATION Section : N/A Program : N/A			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET								
380,684	441,561	552,704	TOTAL MATERIALS AND SERVICES			594,429	594,429	594,429								
<u>CAPITAL OUTLAY</u>																
0	2,379	0	8750	Capital Outlay Computer Charges		8,523	8,523	8,523								
I.S. Fund capital outlay costs shared city-wide																
0	0	0	8750-85	Capital Outlay Computer Charges - Wastewater Services		27,500	27,500	27,500								
<table border="0" style="width: 100%;"> <thead> <tr> <th style="text-align: left;"><u>Description</u></th> <th style="text-align: center;"><u>Units</u></th> <th style="text-align: center;"><u>Amt/Unit</u></th> <th style="text-align: center;"><u>Total</u></th> </tr> </thead> <tbody> <tr> <td>Hansen Upgrade-25%, shared with Engineering, Park Maint, Street</td> <td style="text-align: center;">1</td> <td style="text-align: center;">27,500</td> <td style="text-align: center;">27,500</td> </tr> </tbody> </table>									<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	Hansen Upgrade-25%, shared with Engineering, Park Maint, Street	1	27,500	27,500
<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>													
Hansen Upgrade-25%, shared with Engineering, Park Maint, Street	1	27,500	27,500													
0	0	0	8800	Building Improvements		0	0	0								
0	0	35,000	8850	Vehicles		80,000	80,000	80,000								
Replacement of two vehicles.																
0	2,379	35,000	TOTAL CAPITAL OUTLAY			116,023	116,023	116,023								
647,246	727,644	890,027	TOTAL REQUIREMENTS			1,138,581	1,138,581	1,138,581								

75 - WASTEWATER SERVICES FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 72 - PLANT Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
REQUIREMENTS						
<u>PERSONNEL SERVICES</u>						
279	1,087	0	7000 Salaries & Wages	0	0	0
537,063	574,722	615,883	7000-05 Salaries & Wages - Regular Full Time Supervisor - Operations - 1.00 FTE Wastewater Operator - Senior - 1.00 FTE Wastewater Operator II - 2.00 FTE Wastewater Operator I - 2.00 FTE Plant Mechanic - Senior - 1.00 FTE Plant Mechanic - 2.00 FTE	611,800	611,800	611,800
25,774	4,276	0	7000-10 Salaries & Wages - Regular Part Time	0	0	0
5,562	8,907	12,428	7000-15 Salaries & Wages - Temporary Extra Help - Wastewater Services - 0.44 FTE	18,077	18,077	18,077
10,844	12,450	13,000	7000-20 Salaries & Wages - Overtime	22,997	22,997	22,997
-897	379	0	7300 Fringe Benefits	0	0	0
34,533	35,848	38,797	7300-05 Fringe Benefits - FICA - Social Security	39,500	39,500	39,500
8,076	8,384	9,299	7300-06 Fringe Benefits - FICA - Medicare	9,466	9,466	9,466
165,923	175,416	189,060	7300-15 Fringe Benefits - PERS - OPSRP - IAP	198,711	198,711	198,711
141,647	142,262	150,493	7300-20 Fringe Benefits - Medical Insurance	149,082	149,082	149,082
21,667	22,000	20,000	7300-22 Fringe Benefits - VEBA Plan	20,000	20,000	20,000
1,060	697	540	7300-25 Fringe Benefits - Life Insurance	540	540	540
3,231	2,084	1,402	7300-30 Fringe Benefits - Long Term Disability	1,381	1,381	1,381
22,412	22,976	15,647	7300-35 Fringe Benefits - Workers' Compensation Insurance	15,016	15,016	15,016
195	182	239	7300-37 Fringe Benefits - Workers' Benefit Fund	217	217	217
0	0	0	7300-45 Fringe Benefits - Paid Family Leave City Share	2,317	2,317	2,317
977,367	1,011,670	1,066,788	<u>TOTAL PERSONNEL SERVICES</u>	1,089,104	1,089,104	1,089,104
<u>MATERIALS AND SERVICES</u>						
0	0	0	7515 City Services Charge expense	2,670	2,670	2,670
0	0	0	7550 Travel & Education	0	0	0
3,195	4,187	10,000	7590 Fuel - Vehicle & Equipment Gas and diesel - vehicles, rolling stock and generators.	8,000	8,000	8,000

75 - WASTEWATER SERVICES FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 72 - PLANT Section : N/A Program : N/A			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
388,591	389,832	420,000	7600	Utilities		420,000	420,000	420,000
				Electric and natural gas for the Water Reclamation Facility at 3500 Clearwater Drive and Pump Stations				
0	0	0	7600-04	Utilities - Water		0	0	0
0	0	0	7660	Materials & Supplies		0	0	0
93,387	126,825	135,000	7690	Chemicals		140,000	140,000	140,000
				Various chemicals used at the Water Reclamation Facility.				
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Aluminum compounds	1	76,000	76,000	
				Polymers	1	26,000	26,000	
				Sodium Hypochlorite	1	11,000	11,000	
				Alkalinity products	1	21,000	21,000	
				Miscellaneous plant chemicals	1	6,000	6,000	
33,494	32,320	35,000	7720-04	Repairs & Maintenance - Supplies		40,000	40,000	40,000
				Supplies related to the Water Reclamation Facility and pump stations.				
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Pump parts and accessories	1	2,000	2,000	
				Landscape-barkdust, irrigation, etc	1	4,000	4,000	
				Lubricants	1	5,000	5,000	
				Materials for equipment rehabilitation	1	5,000	5,000	
				Operations lab supplies	1	5,000	5,000	
				Fasteners, belts, seals, filters, etc	1	11,000	11,000	
				Grit/garbage service	1	4,500	4,500	
				Tools	1	2,000	2,000	
				Electrical components	1	1,500	1,500	
150,892	132,235	200,000	7720-06	Repairs & Maintenance - Equipment		420,000	420,000	420,000
				Repairs and replacement of existing Water Reclamation Facility and pump station equipment and processes.				

75 - WASTEWATER SERVICES FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 72 - PLANT Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 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 repair	1	15,000	15,000
			Electrical systems	1	10,000	10,000
			HVAC systems	1	8,000	8,000
			Mechanical equipment repairs	1	105,000	105,000
			Landscape and irrigation	1	4,000	4,000
			Chemical delivery systems	1	4,000	4,000
			Pump station SCADA systems	1	19,000	19,000
			UV lamps	1	18,000	18,000
			Biofilter media	1	25,000	25,000
			BSST cleaning and inspection	1	150,000	150,000
			Old STP fencing and gate	1	50,000	50,000
3,244	3,316	5,000	7720-14 Repairs & Maintenance - Vehicles			
			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
248	221	0	7750 Professional Services			
0	0	240	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			
177,361	131,120	180,000	7780-25 Contract Services - Biosolids			
			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	217,800	217,800
			Site management	1	2,200	2,200
3,325	1,500	5,000	7800 M & S Equipment			
			Equipment necessary for plant and pump station operations and maintenance.			
853,737	821,556	990,240	TOTAL MATERIALS AND SERVICES			
			1,260,970	1,260,970	1,260,970	1,260,970
			CAPITAL OUTLAY			
15,000	0	0	8710 Equipment			
			Plant equipment replacement			
0	0	0	8800 Building Improvements			
0	0	0	8850 Vehicles			

Budget Document Report

75 - WASTEWATER SERVICES FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 72 - PLANT Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
15,000	0	0	TOTAL CAPITAL OUTLAY	0	0	0
1,846,103	1,833,226	2,057,028	TOTAL REQUIREMENTS	2,350,074	2,350,074	2,350,074

75 - WASTEWATER SERVICES FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 74 - ENVIRONMENTAL SERVICES Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
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REQUIREMENTS

<u>PERSONNEL SERVICES</u>							
-320	1,014	0	7000	Salaries & Wages	0	0	0
255,247	228,065	287,032	7000-05	Salaries & Wages - Regular Full Time	364,832	364,832	364,832
				Supervisor - Environmental Services - 1.00 FTE			
				Environmental Compliance Specialist - Senior - 1.00 FTE			
				Environmental Compliance Specialist - 1.00 FTE			
				Laboratory Technician - Senior - 1.00 FTE			
				Laboratory Technician - 1.00 FTE			
0	26,507	42,043	7000-10	Salaries & Wages - Regular Part Time	0	0	0
4,792	604	12,428	7000-15	Salaries & Wages - Temporary	15,104	15,104	15,104
				Extra Help - Wastewater Services - 0.36 FTE			
163	17	501	7000-20	Salaries & Wages - Overtime	504	504	504
100	0	0	7000-37	Salaries & Wages - Medical Opt Out Incentive	0	0	0
405	166	0	7300	Fringe Benefits	0	0	0
15,657	15,335	20,692	7300-05	Fringe Benefits - FICA - Social Security	23,017	23,017	23,017
3,662	3,586	4,959	7300-06	Fringe Benefits - FICA - Medicare	5,517	5,517	5,517
68,443	69,395	103,015	7300-15	Fringe Benefits - PERS - OPSRP - IAP	118,379	118,379	118,379
53,673	54,467	81,732	7300-20	Fringe Benefits - Medical Insurance	86,498	86,498	86,498
10,000	8,000	11,000	7300-22	Fringe Benefits - VEBA Plan	12,000	12,000	12,000
423	320	300	7300-25	Fringe Benefits - Life Insurance	300	300	300
1,389	917	755	7300-30	Fringe Benefits - Long Term Disability	850	850	850
10,347	9,928	8,346	7300-35	Fringe Benefits - Workers' Compensation Insurance	8,751	8,751	8,751
85	75	117	7300-37	Fringe Benefits - Workers' Benefit Fund	123	123	123
0	0	0	7300-45	Fringe Benefits - Paid Family Leave City Share	1,397	1,397	1,397
424,067	418,397	572,920	TOTAL PERSONNEL SERVICES		637,272	637,272	637,272

MATERIALS AND SERVICES

21,680	25,514	30,000	7660	Materials & Supplies	30,000	30,000	30,000
				Materials and supplies to support permit, pretreatment, and laboratory work and activities.			
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
				Permit lab materials 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

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 74 - ENVIRONMENTAL SERVICES Section : N/A Program : N/A			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
6,814	10,949	11,875	7750	Professional Services		10,000	10,000	10,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Lab instrumentation calibration/fume hood certification	1	2,250	2,250	
				DI Water system rental/sanitization	1	3,750	3,750	
				Pretreatment assistance	1	4,000	4,000	
0	0	50	7750-01	Professional Services - Audit & other city-wide prof svc		100	100	100
				Costs shared city-wide for Audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses				
45,312	50,110	60,000	7780-30	Contract Services - Lab		70,000	70,000	70,000
				Outside laboratory services necessary for permit and industrial compliance which includes ambient water quality sampling of South Yamhill River.				
4,975	1,622	5,000	7800	M & S Equipment		5,000	5,000	5,000
				Laboratory instrumentation or sampling monitoring equipment				
78,781	88,195	106,925	TOTAL MATERIALS AND SERVICES			115,100	115,100	115,100
<u>CAPITAL OUTLAY</u>								
12,943	0	0	8710	Equipment		0	0	0
				Laboratory equipment replacement				
12,943	0	0	TOTAL CAPITAL OUTLAY			0	0	0
515,791	506,591	679,845	TOTAL REQUIREMENTS			752,372	752,372	752,372

75 - WASTEWATER SERVICES FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 78 - CONVEYANCE SYSTEMS Section : 320 - SANITARY Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
REQUIREMENTS						
<u>PERSONNEL SERVICES</u>						
-792	-1,455	0	7000 Salaries & Wages	0	0	0
332,229	285,554	346,962	7000-05 Salaries & Wages - Regular Full Time Supervisor - Conveyance - 0.90 FTE Senior Utility Worker - 1.00 FTE Utility Worker II - 3.60 FTE	371,520	371,520	371,520
1,337	390	2,000	7000-20 Salaries & Wages - Overtime	4,997	4,997	4,997
1,080	45	0	7000-37 Salaries & Wages - Medical Opt Out Incentive	0	0	0
-495	-698	0	7300 Fringe Benefits	0	0	0
20,496	17,495	21,113	7300-05 Fringe Benefits - FICA - Social Security	22,780	22,780	22,780
4,793	4,092	5,061	7300-06 Fringe Benefits - FICA - Medicare	5,460	5,460	5,460
102,386	78,807	111,260	7300-15 Fringe Benefits - PERS - OPSRP - IAP	119,673	119,673	119,673
36,600	33,364	41,522	7300-20 Fringe Benefits - Medical Insurance	70,822	70,822	70,822
5,400	7,200	5,400	7300-22 Fringe Benefits - VEBA Plan	9,300	9,300	9,300
575	368	324	7300-25 Fringe Benefits - Life Insurance	330	330	330
1,794	1,020	788	7300-30 Fringe Benefits - Long Term Disability	872	872	872
19,310	16,665	15,698	7300-35 Fringe Benefits - Workers' Compensation Insurance	15,905	15,905	15,905
104	89	126	7300-37 Fringe Benefits - Workers' Benefit Fund	128	128	128
0	0	0	7300-45 Fringe Benefits - Paid Family Leave City Share	1,366	1,366	1,366
524,818	442,935	550,254	<u>TOTAL PERSONNEL SERVICES</u>	623,153	623,153	623,153
<u>MATERIALS AND SERVICES</u>						
16,427	21,193	35,000	7590 Fuel - Vehicle & Equipment	32,000	32,000	32,000
1,022	1,036	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
9,292	6,252	20,000	7720-04 Repairs & Maintenance - Supplies Repair and maintenance supplies: fasteners, hydraulic connectors, switches, fittings, cables, hose, tools, camera seals, and root cutter blades, etc.	20,000	20,000	20,000
20,163	12,336	20,000	7720-06 Repairs & Maintenance - Equipment Includes routine repairs of the cameras, monitors, computers, generator, transporters, and other mechanical devices not associated with vehicle repairs.	20,000	20,000	20,000

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75 - WASTEWATER SERVICES FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 78 - CONVEYANCE SYSTEMS Section : 320 - SANITARY Program : N/A		2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
22,755	32,152	32,000	7720-14	Repairs & Maintenance - Vehicles Includes routine repairs for VacCon, TV van, conveyance service truck, and rental replacements when equipment is out of service.	40,000	40,000	40,000
23,041	11,778	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	30	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	50	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
4,100	1,380	5,000	7800	M & S Equipment Conveyance System maintenance equipment.	5,000	5,000	5,000
96,799	86,158	153,250	<u>TOTAL MATERIALS AND SERVICES</u>		158,300	158,300	158,300
<u>CAPITAL OUTLAY</u>							
0	0	0	8710	Equipment	0	0	0
0	0	0	8850	Vehicles	0	0	0
32,700	0	100,000	9110-05	Sanitary Sewer Replacements - Mainline/Lateral Preservation repair and replacement of sewer system mainlines and manholes.	100,000	100,000	100,000
32,700	0	100,000	<u>TOTAL CAPITAL OUTLAY</u>		100,000	100,000	100,000
654,317	529,093	803,504	<u>TOTAL REQUIREMENTS</u>		881,453	881,453	881,453

75 - WASTEWATER SERVICES FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 78 - CONVEYANCE SYSTEMS Section : 325 - STORM Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES						
<u>INTERGOVERNMENTAL</u>						
0	0	25,000	4546 American Rescue Plan	100,000	0	0
0	0	25,000	<u>TOTAL INTERGOVERNMENTAL</u>	100,000	0	0
0	0	25,000	<i>TOTAL RESOURCES</i>	100,000	0	0

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75 - WASTEWATER SERVICES FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 78 - CONVEYANCE SYSTEMS Section : 325 - STORM Program : N/A			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
REQUIREMENTS								
MATERIALS AND SERVICES								
0	0	25,000	7750-43	Professional Services - Stormwater		200,000	233,525	233,525
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			ARPA - Design work on 13th & Galloway storm lines	1	100,000	100,000		
			Mercury TMDL	1	100,000	100,000		
			GIS mapping and utility study - carry over from FY23	1	33,525	33,525		
0	0	25,000	TOTAL MATERIALS AND SERVICES			200,000	233,525	233,525
CAPITAL OUTLAY								
0	0	0	9110-43	Sanitary Sewer Replacements - Storm Line Repairs		100,000	100,000	100,000
			For Storm line repairs that are not in the street right of way.					
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Orchard St. Stormline Repair	1	100,000	100,000		
0	0	0	TOTAL CAPITAL OUTLAY			100,000	100,000	100,000
0	0	25,000	TOTAL REQUIREMENTS			300,000	333,525	333,525

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75 - WASTEWATER SERVICES FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 99 - NON-DEPARTMENTAL Section : N/A Program : N/A			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES								
INTERGOVERNMENTAL								
7,720	1,409	0	4545	Federal FEMA Grant	0	0	0	0
0	22,485	0	4546	American Rescue Plan	0	0	0	0
-6,647	0	0	4548	Coronavirus Relief Fund (CRF)	0	0	0	0
1,074	23,894	0	TOTAL INTERGOVERNMENTAL			0	0	0
CHARGES FOR SERVICES								
13,172	13,541	13,200	5400-40	Property Rentals - House Riverside Drive house rental income.	13,200	13,200	13,200	13,200
13,121	13,129	13,128	5400-45	Property Rentals - Farm Farm land lease on Water Reclamation Facility property.	13,171	13,171	13,171	13,171
10,831,413	10,726,556	10,790,000	5520	Sewer User Charges Monthly sewer charges based on water consumption and discharge loading.	11,000,000	11,000,000	11,000,000	11,000,000
94,473	79,454	91,000	5530	Septage Fees Dumping fees collected from haulers for septic tank and portable toilet waste.	100,000	100,000	100,000	100,000
10,952,179	10,832,680	10,907,328	TOTAL CHARGES FOR SERVICES			11,126,371	11,126,371	11,126,371
MISCELLANEOUS								
15,436	10,459	15,000	6310	Interest	49,000	49,000	49,000	49,000
5,499	2,503	1,000	6600	Other Income	1,000	1,000	1,000	1,000
0	2,961	0	6600-05	Other Income - Workers' Comp Reimbursement	0	0	0	0
20,935	15,923	16,000	TOTAL MISCELLANEOUS			50,000	50,000	50,000
TRANSFERS IN								
0	0	0	6900-01	Transfers In - General Fund 132th & Galloway storm line work	0	100,000	100,000	100,000
57,237	15,039	16,182	6900-85	Transfers In - Insurance Services	18,052	18,052	18,052	18,052
			<u>Description</u>		<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
			Insurance Services Fund support of HR Manager position		1	18,052	18,052	
57,237	15,039	16,182	TOTAL TRANSFERS IN			18,052	118,052	118,052
11,031,424	10,887,535	10,939,510	TOTAL RESOURCES			11,194,423	11,294,423	11,294,423

Budget Document Report

75 - WASTEWATER SERVICES FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 99 - NON-DEPARTMENTAL Section : N/A Program : N/A			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
REQUIREMENTS								
<u>MATERIALS AND SERVICES</u>								
7,386	19,810	40,000	7500	Credit Card Fees		16,200	16,200	16,200
				This is to cover new Credit card processing fees from W&L.				
0	39,566	34,000	7750	Professional Services		54,000	54,000	54,000
				New billing charges from W&L. software charges, mail processing fees, and collection fees.				
0	0	40,000	7780-40	Contract Services - Billing		77,000	77,000	77,000
				McMinnville Water & Light new customer service charges, accountant costs, and management fees.				
522,027	554,491	644,000	8227	Franchise Fee expense		676,000	676,000	676,000
				Wastewater utility will pay a 6% franchise fee, up from 5% in FY2021-22.				
20,000	19,920	20,000	8229	Customers Helping Customers matching funds		20,000	20,000	20,000
549,413	633,787	778,000	TOTAL MATERIALS AND SERVICES			843,200	843,200	843,200
<u>TRANSFERS OUT</u>								
359,141	367,708	436,227	9700-01	Transfers Out - General Fund		594,737	601,532	601,532
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Wastewater Services Fund support of Engineering operations.	1	84,935	84,935	
				Engineering, Admin, & Finance personnel services support.	1	516,597	516,597	
6,177,497	6,013,408	6,154,866	9700-77	Transfers Out - Wastewater Capital		6,308,224	6,308,224	6,308,224
				Transfer to Wastewater Capital Fund for wastewater system capital improvements per the Wastewater System (WWS) Financial Plan.				
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Ratepayer contribution for FY24	1	6,308,224	6,308,224	
46,222	55,851	59,995	9700-80	Transfers Out - Information Systems		65,343	65,343	65,343
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Information Systems personnel services support.	1	65,343	65,343	
6,582,860	6,436,967	6,651,088	TOTAL TRANSFERS OUT			6,968,304	6,975,099	6,975,099
<u>CONTINGENCIES</u>								
0	0	900,000	9800	Contingencies		900,000	900,000	900,000
0	0	900,000	TOTAL CONTINGENCIES			900,000	900,000	900,000

Budget Document Report

75 - WASTEWATER SERVICES FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 99 - NON-DEPARTMENTAL Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
<u>ENDING FUND BALANCE</u>						
0	0	0	9975-05 Designated End FB - WW Svc Fd - Sewer A/R Non-cash Designated Ending Fund Balance for estimated Sewer Accounts Receivable balance at June 30	0	0	0
3,934,952	3,816,781	1,918,763	9999 Unappropriated Ending Fd Balance Undesignated carryover for July 1 from proposed budget year to subsequent year, includes the excess (deficit) of revenues over (under) expenditures from proposed budget year operations	445,485	438,690	438,690
3,934,952	3,816,781	1,918,763	<u>TOTAL ENDING FUND BALANCE</u>	445,485	438,690	438,690
11,067,225	10,887,535	10,247,851	<u>TOTAL REQUIREMENTS</u>	9,156,989	9,156,989	9,156,989

75 - WASTEWATER SERVICES FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
14,730,683	14,822,487	14,703,255	TOTAL RESOURCES	14,579,469	14,612,994	14,612,994
14,730,683	14,822,487	14,703,255	TOTAL REQUIREMENTS	14,579,469	14,612,994	14,612,994

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77 - WASTEWATER CAPITAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET	
RESOURCES							
BEGINNING FUND BALANCE							
2,855,600	2,531,000	2,226,800	4077-99	Designated Begin FB-WW Cap Fd - PERS Refinancing Reserve	1,878,600	1,878,600	1,878,600
29,351,857	33,663,306	36,200,799	4090	Beginning Fund Balance Estimated July 1 undesignated carryover from prior year	39,332,565	41,064,065	41,064,065
32,207,457	36,194,306	38,427,599	TOTAL BEGINNING FUND BALANCE		41,211,165	42,942,665	42,942,665
INTERGOVERNMENTAL							
0	0	0	5080-05	Inter-Agency Loan Repayment - Principal	0	76,902	76,902
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
				Payment on 2021 Fire Defibrillators	1	53,247	53,247
				Payment on 2021 Fire vehicle & air compressor	1	23,655	23,655
0	0	0	5080-10	Inter-Agency Loan Repayment - Interest	0	0	0
0	0	0	TOTAL INTERGOVERNMENTAL		0	76,902	76,902
CHARGES FOR SERVICES							
519,909	765,242	550,000	5500	System Development Charges Sewer system development charges (SDC) collected from new construction and additions to commercial or industrial projects that increase the loading on the sanitary sewer system.	600,000	600,000	600,000
519,909	765,242	550,000	TOTAL CHARGES FOR SERVICES		600,000	600,000	600,000
MISCELLANEOUS							
224,957	156,165	225,000	6310	Interest	750,000	750,000	750,000
0	0	2,500	6500-05	Private Sewer Lateral - Loan Repayment Payments on "loans" City has made to property owners to enable the property owner to repair a defective private sewer lateral.	2,500	2,500	2,500
8,350	11,150	10,000	6500-10	Private Sewer Lateral - Penalty Property owner penalty of \$50 per month when owner fails to repair private sewer lateral. Budget Note: Penalty begins accruing 90 days after Notice of Defect issued. If private lateral is repaired within 10 months, penalty accruals absolved.	10,000	10,000	10,000
0	0	0	6600	Other Income	0	0	0
233,307	167,315	237,500	TOTAL MISCELLANEOUS		762,500	762,500	762,500

Budget Document Report

77 - WASTEWATER CAPITAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
<u>TRANSFERS IN</u>						
6,177,497	6,013,408	6,154,866	6900-75 Transfers In - Wastewater Services Transfer from the Wastwater Services Fund for capital improvements per the Wastewater System (WWS) Financial Plan.	6,308,224	6,308,224	6,308,224
			<u>Description</u> <u>Units</u> <u>Amt/Unit</u> <u>Total</u>			
			Ratepayer contribution for FY24	1	6,308,224	6,308,224
37,312	157,631	157,632	6901-01 Transfers In - Interfund Debt - General Fund	157,629	4,459,153	4,459,153
			<u>Description</u> <u>Units</u> <u>Amt/Unit</u> <u>Total</u>			
			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 2020 Police vehicles - 3	1	37,312	37,312
			Payment of interfund loan for Fire District	1	4,378,426	4,378,426
6,214,809	6,171,039	6,312,498	<u>TOTAL TRANSFERS IN</u>	6,465,853	10,767,377	10,767,377
39,175,483	43,297,903	45,527,597	<u>TOTAL RESOURCES</u>	49,039,518	55,149,444	55,149,444

77 - WASTEWATER CAPITAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
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REQUIREMENTS

<u>MATERIALS AND SERVICES</u>						
15,782	10,297	20,000	7750 Professional Services	20,000	20,000	20,000
0	0	16,000	7750-01 Professional Services - Audit & other city-wide prof svc Costs shared city-wide for Audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses	5,800	5,800	5,800
0	0	1,100,000	7770-05 Professional Services - Projects - Master Plan Update This is to fund the current Conveyance and WRF Master Plan Update.	1,000,000	2,050,000	2,050,000
183,054	0	0	7770-40 Professional Services - Projects - Grit System Expansion	0	0	0
0	633,108	2,000,000	7770-41 Professional Services - Projects - Solids Treatment Capacity improv Engineering services for the Solids Treatment Capacity Improvement Project.	2,000,000	2,000,000	2,000,000
4,807	0	0	7770-44 Professional Services - Projects - Filtration System Expansion	0	0	0
12,360	11,880	0	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.	50,000	50,000	50,000
27,380	1,935	340,000	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.	350,000	350,000	350,000
0	1,045	1,200,000	7770-59 Professional Services - Projects - Admin Building Addition/Upgrade Design services for Admin building project	1,000,000	1,021,500	1,021,500
2,000	2,565	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
245,384	660,830	4,682,000	TOTAL MATERIALS AND SERVICES	4,431,800	5,503,300	5,503,300

CAPITAL OUTLAY

761,795	476,140	1,100,000	8710 Equipment Planned major equipment replacement at the WRF and/or system pump stations.	1,000,000	1,660,000	1,660,000
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Cozine generator	1	300,000	300,000
			Shop truck	1	100,000	100,000
			Combination/hydro cleaning truck	1	600,000	600,000
			Generators (2), pump & loader/dump truck-carry over	1	660,000	660,000

Budget Document Report

77 - WASTEWATER CAPITAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET												
427,864	1,947,428	1,460,000	9120-25	Sewer Construction - I&I Reduction Projects Sewer rehabilitation and reconstruction at various locations around the City to address inflow and infiltration (I&I).		2,000,000	2,000,000	2,000,000												
0	0	0	9120-40	Sewer Construction - Grit System Expansion		0	0	0												
0	0	2,000,000	9120-41	Sewer Construction - Solids Treatment Capacity Improv Construction on the Solids Capacity Improvement Project.		14,000,000	14,000,000	14,000,000												
0	0	0	9120-44	Sewer Construction - Filtration System Expansion		0	0	0												
807,596	0	100,000	9120-49	Sewer Construction - 3 Mile Ln Bridge Force Main Funding for any additional work on the 3 Mile Bridge Force Main.		50,000	50,000	50,000												
0	0	1,300,000	9120-59	Sewer Construction - Admin Building Addition/Upgrade		2,000,000	2,000,000	2,000,000												
0	0	15,000	9150-10	Developer Reimbursement - Sanitary Sewer Reimbursement to commercial and subdivision developers for sewer pipe constructed with extra capacity over what the developer requires which benefits the future growth requirements of the city.		15,000	15,000	15,000												
1,997,255	2,423,568	5,975,000	TOTAL CAPITAL OUTLAY			19,065,000	19,725,000	19,725,000												
TRANSFERS OUT																				
168,476	211,100	229,238	9700-01	Transfers Out - General Fund		268,733	268,733	268,733												
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<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>																	
Wastewater Capital Fund support of Engineering operations.	1	39,951	39,951																	
Engineering, Admin, & Finance personnel services support.	1	228,782	228,782																	
570,061	0	0	9701-01	Transfers Out - Interfund Debt - General Fund See details in general fund, non departmental 01-99-6901-77. FY24 loans at 4.25% to be repaid in equal payments FY25 until FY29. Exception: McMinnville Fire District loan to be repaid by 12/31/2023.		1,582,975	5,690,441	5,690,441												
<table border="0" style="width: 100%;"> <thead> <tr> <th style="text-align: left;"><u>Description</u></th> <th style="text-align: center;"><u>Units</u></th> <th style="text-align: center;"><u>Amt/Unit</u></th> <th style="text-align: center;"><u>Total</u></th> </tr> </thead> <tbody> <tr> <td>Loan to new McMinnville Fire District to cover initial 6 mths</td> <td style="text-align: center;">1</td> <td style="text-align: right;">4,287,320</td> <td style="text-align: right;">4,287,320</td> </tr> <tr> <td>City capital purchases funded by interfund monies</td> <td style="text-align: center;">1</td> <td style="text-align: right;">1,403,121</td> <td style="text-align: right;">1,403,121</td> </tr> </tbody> </table>									<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	Loan to new McMinnville Fire District to cover initial 6 mths	1	4,287,320	4,287,320	City capital purchases funded by interfund monies	1	1,403,121	1,403,121
<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>																	
Loan to new McMinnville Fire District to cover initial 6 mths	1	4,287,320	4,287,320																	
City capital purchases funded by interfund monies	1	1,403,121	1,403,121																	
738,537	211,100	229,238	TOTAL TRANSFERS OUT			1,851,708	5,959,174	5,959,174												
CONTINGENCIES																				
0	0	1,500,000	9800	Contingencies With the large Solids project getting started, we have increased our contingencies to help with any unexpected expenditures.		2,500,000	6,750,000	6,750,000												
0	0	1,500,000	TOTAL CONTINGENCIES			2,500,000	6,750,000	6,750,000												

Budget Document Report

77 - WASTEWATER CAPITAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET	
<u>ENDING FUND BALANCE</u>							
2,531,000	2,226,800	1,878,600	9977-99	Designated End FB - WW Cap Fd - PERS Refinancing Reserve	1,506,300	1,506,300	1,506,300
33,663,306	37,775,605	31,262,759	9999	Unappropriated Ending Fd Balance Undesignated carryover for July 1 from proposed budget year to subsequent year, includes the excess (deficit) of revenues over (under) expenditures from proposed budget year operations.	19,684,710	15,705,670	15,705,670
36,194,306	40,002,405	33,141,359	<u>TOTAL ENDING FUND BALANCE</u>		21,191,010	17,211,970	17,211,970
39,175,482	43,297,903	45,527,597	<i>TOTAL REQUIREMENTS</i>		49,039,518	55,149,444	55,149,444

77 - WASTEWATER CAPITAL FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
39,175,483	43,297,903	45,527,597	TOTAL RESOURCES	49,039,518	55,149,444	55,149,444
39,175,482	43,297,903	45,527,597	TOTAL REQUIREMENTS	49,039,518	55,149,444	55,149,444

80 - INFORMATION SYSTEMS & SERVICES FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
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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
196,697	150,431	143,117	4090 Beginning Fund Balance Estimated July 1 undesignated carryover from prior year	159,304	159,304	159,304
211,772	165,506	158,192	<u>TOTAL BEGINNING FUND BALANCE</u>	174,379	174,379	174,379

INTERGOVERNMENTAL

0	76,815	199,000	4546 American Rescue Plan	50,680	0	0																																																																
152,672	0	0	4548 Coronavirus Relief Fund (CRF)	0	0	0																																																																
0	0	0	5029 McMinnville Fire District I.S. personnel services, materials & services, and equipment provided to McMinnville Fire District.	0	444,178	444,178																																																																
			<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>Description</u></th> <th style="text-align: center;"><u>Units</u></th> <th style="text-align: center;"><u>Amt/Unit</u></th> <th style="text-align: center;"><u>Total</u></th> </tr> </thead> <tbody> <tr> <td>Professional Services - to support start-up of new fire district</td> <td style="text-align: center;">1</td> <td style="text-align: right;">100,000</td> <td style="text-align: right;">100,000</td> </tr> <tr> <td>Materials & Supplies - shared costs</td> <td style="text-align: center;">1</td> <td style="text-align: right;">78,717</td> <td style="text-align: right;">78,717</td> </tr> <tr> <td>Software Maint & Rental Contracts-Fire (details in acct 7794-30)</td> <td style="text-align: center;">1</td> <td style="text-align: right;">38,800</td> <td style="text-align: right;">38,800</td> </tr> <tr> <td>Software Maint & Rental Contracts-Amb (details in acct 7794-95)</td> <td style="text-align: center;">1</td> <td style="text-align: right;">45,100</td> <td style="text-align: right;">45,100</td> </tr> <tr> <td>Mobile Replacements - EOC (2)</td> <td style="text-align: center;">2</td> <td style="text-align: right;">2,500</td> <td style="text-align: right;">5,000</td> </tr> <tr> <td>Replacement Laptop</td> <td style="text-align: center;">1</td> <td style="text-align: right;">3,000</td> <td style="text-align: right;">3,000</td> </tr> <tr> <td>Laptops - new district board members</td> <td style="text-align: center;">5</td> <td style="text-align: right;">2,000</td> <td style="text-align: right;">10,000</td> </tr> <tr> <td>Laptops - new personnel to support start-up of new fire district</td> <td style="text-align: center;">2</td> <td style="text-align: right;">3,500</td> <td style="text-align: right;">7,000</td> </tr> <tr> <td>Computer Replacements</td> <td style="text-align: center;">2</td> <td style="text-align: right;">2,250</td> <td style="text-align: right;">4,500</td> </tr> <tr> <td>Upstairs Printer/Scanner</td> <td style="text-align: center;">1</td> <td style="text-align: right;">1,000</td> <td style="text-align: right;">1,000</td> </tr> <tr> <td>R12 Peripherals</td> <td style="text-align: center;">1</td> <td style="text-align: right;">2,000</td> <td style="text-align: right;">2,000</td> </tr> <tr> <td>Capital Outlay - IS shared costs</td> <td style="text-align: center;">1</td> <td style="text-align: right;">21,105</td> <td style="text-align: right;">21,105</td> </tr> <tr> <td>Replacement MDTs (3)</td> <td style="text-align: center;">1</td> <td style="text-align: right;">22,000</td> <td style="text-align: right;">22,000</td> </tr> <tr> <td>Personnel Services Fire/Amb allocation</td> <td style="text-align: center;">1</td> <td style="text-align: right;">95,956</td> <td style="text-align: right;">95,956</td> </tr> <tr> <td>Audio Visual for fire station board room</td> <td style="text-align: center;">1</td> <td style="text-align: right;">10,000</td> <td style="text-align: right;">10,000</td> </tr> </tbody> </table>	<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	Professional Services - to support start-up of new fire district	1	100,000	100,000	Materials & Supplies - shared costs	1	78,717	78,717	Software Maint & Rental Contracts-Fire (details in acct 7794-30)	1	38,800	38,800	Software Maint & Rental Contracts-Amb (details in acct 7794-95)	1	45,100	45,100	Mobile Replacements - EOC (2)	2	2,500	5,000	Replacement Laptop	1	3,000	3,000	Laptops - new district board members	5	2,000	10,000	Laptops - new personnel to support start-up of new fire district	2	3,500	7,000	Computer Replacements	2	2,250	4,500	Upstairs Printer/Scanner	1	1,000	1,000	R12 Peripherals	1	2,000	2,000	Capital Outlay - IS shared costs	1	21,105	21,105	Replacement MDTs (3)	1	22,000	22,000	Personnel Services Fire/Amb allocation	1	95,956	95,956	Audio Visual for fire station board room	1	10,000	10,000			
<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>																																																																			
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152,672	76,815	199,000	<u>TOTAL INTERGOVERNMENTAL</u>	50,680	444,178	444,178																																																																

80 - INFORMATION SYSTEMS & SERVICES FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET												
<u>CHARGES FOR SERVICES</u>																		
531,933	584,292	740,391	6000-01 Charges for Equipment & Services - General Fund	1,009,933	837,711	837,711												
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.																		
0	0	0	6000-08 Charges for Equipment & Services - Affordable Housing	0	6,000	6,000												
16,453	16,949	25,466	6000-20 Charges for Equipment & Services - Street Fund	51,508	51,508	51,508												
0	0	0	6000-25 Charges for Equipment & Services - Airport	2,120	2,120	2,120												
0	0	0	6000-50 Charges for Equipment & Services - Park Development	1,980	1,980	1,980												
10,473	21,025	13,399	6000-70 Charges for Equipment & Services - Building Fund	19,977	19,977	19,977												
54,738	61,174	72,324	6000-75 Charges for Equipment & Services - Wastewater Services Fund	112,962	112,962	112,962												
0	0	0	6000-79 Charges for Equipment & Services - Ambulance Fund	0	0	0												
613,597	683,440	851,580	<u>TOTAL CHARGES FOR SERVICES</u>	1,198,480	1,032,258	1,032,258												
<u>MISCELLANEOUS</u>																		
1,247	787	1,200	6310 Interest	3,500	3,500	3,500												
84	0	0	6600 Other Income	0	0	0												
1,332	787	1,200	<u>TOTAL MISCELLANEOUS</u>	3,500	3,500	3,500												
<u>TRANSFERS IN</u>																		
408,038	470,219	501,315	6900-01 Transfers In - General Fund	545,826	520,549	520,549												
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<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>															
Information Systems personnel services support.	1	449,869	449,869															
Continued investment into remote technology, audio/visual gear	1	70,680	70,680															
9,464	10,960	11,694	6900-20 Transfers In - Street	12,733	12,733	12,733												
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Information Systems personnel services support.	1	12,733	12,733															
9,464	10,960	11,694	6900-70 Transfers In - Building	12,733	12,733	12,733												
<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>Description</u></th> <th style="text-align: center;"><u>Units</u></th> <th style="text-align: center;"><u>Amt/Unit</u></th> <th style="text-align: center;"><u>Total</u></th> </tr> </thead> <tbody> <tr> <td>Information Systems personnel services support.</td> <td style="text-align: center;">1</td> <td style="text-align: right;">12,733</td> <td style="text-align: right;">12,733</td> </tr> </tbody> </table>							<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	Information Systems personnel services support.	1	12,733	12,733				
<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>															
Information Systems personnel services support.	1	12,733	12,733															
46,222	55,851	59,995	6900-75 Transfers In - Wastewater Services	65,343	65,343	65,343												
<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>Description</u></th> <th style="text-align: center;"><u>Units</u></th> <th style="text-align: center;"><u>Amt/Unit</u></th> <th style="text-align: center;"><u>Total</u></th> </tr> </thead> <tbody> <tr> <td>Information Systems personnel services support.</td> <td style="text-align: center;">1</td> <td style="text-align: right;">65,343</td> <td style="text-align: right;">65,343</td> </tr> </tbody> </table>							<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	Information Systems personnel services support.	1	65,343	65,343				
<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>															
Information Systems personnel services support.	1	65,343	65,343															
473,188	547,990	584,698	<u>TOTAL TRANSFERS IN</u>	636,635	611,358	611,358												

80 - INFORMATION SYSTEMS & SERVICES FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
1,452,561	1,474,539	1,794,670	TOTAL RESOURCES	2,063,674	2,265,673	2,265,673

80 - INFORMATION SYSTEMS & SERVICES FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

-1,053	2,549	0	7000	Salaries & Wages	0	0	0
321,433	345,843	376,441	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	406,031	406,031	406,031
0	166	0	7000-15	Salaries & Wages - Temporary	0	0	0
3,159	1,191	5,000	7000-20	Salaries & Wages - Overtime For required maintenance scheduled after working hours and occasional extra work required during peak activity periods.	8,000	8,000	8,000
2,400	2,400	2,400	7000-37	Salaries & Wages - Medical Opt Out Incentive	2,400	2,400	2,400
-333	795	0	7300	Fringe Benefits	0	0	0
19,717	21,130	23,223	7300-05	Fringe Benefits - FICA - Social Security	25,194	25,194	25,194
4,611	4,942	5,566	7300-06	Fringe Benefits - FICA - Medicare	6,039	6,039	6,039
88,230	101,511	111,505	7300-15	Fringe Benefits - PERS - OPSRP - IAP	126,055	126,055	126,055
52,369	50,128	51,924	7300-20	Fringe Benefits - Medical Insurance	52,682	52,682	52,682
8,000	7,000	7,000	7300-22	Fringe Benefits - VEBA Plan	7,000	7,000	7,000
432	320	240	7300-25	Fringe Benefits - Life Insurance	240	240	240
1,845	1,280	846	7300-30	Fringe Benefits - Long Term Disability	942	942	942
246	298	460	7300-35	Fringe Benefits - Workers' Compensation Insurance	458	458	458
79	76	92	7300-37	Fringe Benefits - Workers' Benefit Fund	92	92	92
0	268	1,001	7300-40	Fringe Benefits - Unemployment	1,050	1,050	1,050
0	0	0	7300-45	Fringe Benefits - Paid Family Leave City Share	1,501	1,501	1,501
501,134	539,896	585,698	<u>TOTAL PERSONNEL SERVICES</u>		637,684	637,684	637,684

MATERIALS AND SERVICES

350	290	500	7540	Employee Events Costs shared city-wide for employee training, materials, and events.	600	600	600
-499	3,331	8,000	7550	Travel & Education Technical training, network training, desktop training, and application development training, including travel and meal expenses to seminars and conferences.	5,000	5,000	5,000
0	136	500	7590	Fuel - Vehicle & Equipment Fuel and repair expense for IS Department vehicle	300	300	300
3,600	4,172	4,710	7610-05	Insurance - Liability	5,510	5,510	5,510

Budget Document Report

80 - INFORMATION SYSTEMS & SERVICES FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
600	437	490	7610-10	Insurance - Property		770	770	770
9,013	13,560	10,000	7620	Telecommunications		11,000	11,000	11,000
				Information Services Department telephones, cell phones, and modem lines.				
8,193	5,483	6,000	7660	Materials & Supplies		6,000	6,000	6,000
				General office supplies, postage, shipping, professional subscriptions and dues, expendable computer supplies, and training materials; including purchased training videos and miscellaneous training materials.				
0	204	4,000	7720	Repairs & Maintenance		1,000	1,000	1,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Furniture and Expenses - office area	1	1,000	1,000	
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	
10	54	0	7720-14	Repairs & Maintenance - Vehicles		0	0	0
20,444	12,904	58,500	7750	Professional Services		51,500	151,500	151,500
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Application, network, design & support services	1	40,000	40,000	
				Civic Building A/V maintenance	1	1,500	1,500	
				Website services	1	10,000	10,000	
				Professional Services for start-up of new fire district	1	100,000	100,000	
0	0	1,800	7750-01	Professional Services - Audit & other city-wide prof svc		1,900	1,900	1,900
				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
48,972	34,750	50,000	7792	Hardware Maintenance & Rental Contracts		35,000	35,000	35,000
8,188	7,731	10,000	7792-20	Hardware Maintenance & Rental Contracts - Police		11,000	11,000	11,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Data 911 hardware maintenance	1	11,000	11,000	
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
226,033	261,209	240,000	7794	Software Maintenance & Rental Contracts		300,000	300,000	300,000
0	0	2,140	7794-02	Software Maintenance & Rental Contracts - City Manager's Office		2,750	2,750	2,750

80 - INFORMATION SYSTEMS & SERVICES FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Adobe Creative Cloud / Indesign Renewals	1	1,700	1,700
			Office 365 Licensing (4)	1	1,050	1,050
0	0	1,800	7794-03 Software Maintenance & Rental Contracts - City Council			1,850
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Office 365 Licensing (7)	1	1,850	1,850
0	6,500	7,700	7794-05 Software Maintenance & Rental Contracts - Accounting			8,250
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Adobe Pro Licensing	5	200	1,000
			Adobe Indesign	1	400	400
			Office 365 Licensing (7)	1	1,850	1,850
			DebtBook Renewal	1	5,000	5,000
0	0	720	7794-08 Software Maintenance & Rental Contracts - Legal			530
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Office 365 licensing (2)	1	530	530
8,821	7,869	10,990	7794-10 Software Maintenance & Rental Contracts - Engineering			12,800
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			ESRI-17%, shared with Bldg,Comm Dvlprnt,Eng,Street,WWS	1	2,500	2,500
			Hansen sewer database-25%, shared with Street, Park Maint, WWS	1	4,000	4,000
			AutoCAD maintenance - 66%, shared with Comm Dvlprnt	1	3,000	3,000
			Adobe Licenses	2	200	400
			Office 365 licensing (11)	2,900	1	2,900
0	0	18,720	7794-12 Software Maintenance & Rental Contracts - Human Resources			930
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Adobe Pro Licensing	2	200	400
			Office 365 Licensing	2	265	530
0	0	0	7794-14 Software Maintenance & Rental Contracts - Community Dev Econ Development			460
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Adobe Pro Licensing	1	200	200
			Office 365 Licensing	1	260	260
0	0	0	7794-15 Software Maintenance & Rental Contracts - Community Development			0

80 - INFORMATION SYSTEMS & SERVICES FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
0	0	240	7794-16 Software Maintenance & Rental Contracts - Community Dev Administration	460	460	460
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Adobe Pro Licensing	1	200	200
			Office 365 Licensing	1	260	260
1,553	1,626	2,705	7794-17 Software Maintenance & Rental Contracts - Community Dev Current	3,130	3,130	3,130
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			ESRI Software - 12.5 %	1	1,250	1,250
			Adobe Pro / Indesign Licensing	1	600	600
			AutoCAD Maintenance	1	750	750
			Office 365 Licensing (2)	1	530	530
1,553	1,626	2,305	7794-18 Software Maintenance & Rental Contracts - Community Dev Long Range	2,730	2,730	2,730
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			ESRI Software - 12.5%	1	1,250	1,250
			AutoCAD Maintenance	1	750	750
			Adobe Pro Licensing	1	200	200
			Office 365 Licensing	1	530	530
0	395	480	7794-19 Software Maintenance & Rental Contracts - Community Dev Code Compliance	530	530	530
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Office 365 Licensing (2)	1	530	530
49,573	49,722	68,320	7794-20 Software Maintenance & Rental Contracts - Police	83,000	83,000	83,000
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Adobe Pro Licensing	10	200	2,000
			Office 365 Licensing (54)	1	14,000	14,000
			OnQ Maintenance	1	21,500	21,500
			Netmotion Maint - 50% shared with FD, AMB	1	3,400	3,400
			CS Maintenance	1	26,500	26,500
			E-ticketing Maintenance	1	9,400	9,400
			WebLEDS Maintenance	1	1,200	1,200
			PowerDMS Maintenance	1	5,000	5,000

80 - INFORMATION SYSTEMS & SERVICES FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET	
9,783	10,776	17,400	7794-25	Software Maintenance & Rental Contracts - Municipal Court			18,950	18,950	18,950
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				E-Ticketing Maintenance - 33%, shared with Police Dept	1	5,400	5,400		
				Caselle Utils / Integration	1	5,000	5,000		
				Caselle Maintenance	1	6,000	6,000		
				Notification Software	1	1,500	1,500		
				Office 365 Licensing (4)	1	1,050	1,050		
33,584	32,523	32,940	7794-30	Software Maintenance & Rental Contracts - Fire			38,800	38,800	38,800
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Lexipol Policy Maintenance	1	5,000	5,000		
				ESO Maint - 100% RMS, 50% Personnel - shared with AMB	1	10,000	10,000		
				Netmotion Maint - 25%, shared with AMB, Police Dept	1	1,800	1,800		
				CS Maint-65%, shared with AMB	1	6,200	6,200		
				Target Software Maintenance 50% shared with AMB	1	4,100	4,100		
				Fire Inspection Software Maintenance	1	2,500	2,500		
				Cradlepoint Maintenance	1	2,400	2,400		
				Office 365 Licensing (26)	1	6,800	6,800		
1,200	1,200	16,280	7794-35	Software Maintenance & Rental Contracts - Parks & Rec Administration			2,300	2,300	2,300
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				WhenToWork Software	1	600	600		
				Activenet Maintenance	1	1,440	1,440		
				Office 365 Licensing (1)	1	260	260		
1,200	1,200	2,640	7794-40	Software Maintenance & Rental Contracts - Aquatic Center			2,760	2,760	2,760
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Office 365 Licensing (5)	1	1,320	1,320		
				Activenet Maintenance	1	1,440	1,440		
1,200	1,200	2,640	7794-45	Software Maintenance & Rental Contracts - Community Center			2,760	2,760	2,760
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Office 365 Licensing (5)	1	1,320	1,320		
				Activenet Maintenance	1	1,440	1,440		
1,200	1,200	0	7794-50	Software Maintenance & Rental Contracts - Kids on the Block			0	0	0
1,200	1,200	1,680	7794-55	Software Maintenance & Rental Contracts - Recreational Sports			1,700	1,700	1,700
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Office 365 Licensing	1	260	260		
				Activenet Maintenance	1	1,440	1,440		

80 - INFORMATION SYSTEMS & SERVICES FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
1,200	1,200	2,160	7794-60 Software Maintenance & Rental Contracts - Senior Center	1,970	1,970	1,970
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Office 365 Licensing (2)	1	530	530
			Activenet Maintenance	1	1,440	1,440
0	0	0	7794-63 Software Maintenance & Rental Contracts - Park Development	330	330	330
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			ESRI Maintenance (shared)	1	330	330
5,469	5,607	7,070	7794-65 Software Maintenance & Rental Contracts - Park Maintenance	8,350	8,350	8,350
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			ESRI Maintenance-17%, shared with Bldg,Comm Dvpmnt,Eng,Street,WWS	1	2,500	2,500
			Hansen Software-25%, shared with Street, Eng, WWS	1	4,000	4,000
			Adobe Pro Licensing	2	200	400
			Office 365 Licensing (5.5)	1	1,450	1,450
0	0	0	7794-68 Software Maintenance & Rental Contracts - Affordable Housing	0	2,500	2,500
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Housing Associate Planner - software (ESRI, AutoCad, etc)	1	2,500	2,500
1,397	0	5,760	7794-70 Software Maintenance & Rental Contracts - Library	6,000	6,000	6,000
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Office 365 Licensing (21)	1	5,800	5,800
			Adobe Pro Licensing	1	200	200
8,969	9,106	11,810	7794-75 Software Maintenance & Rental Contracts - Streets	12,850	12,850	12,850
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			ESRI Maintenance-17%, shared w/Bldg,Comm Dvmt,Eng,Park Maint,WWS	1	2,500	2,500
			Street Saver Software	1	4,500	4,500
			Adobe Pro Licensing (2)	2	200	400
			Hansen Software-25%, shared with Eng,Park Maint, WWS	1	4,000	4,000
			Office 365 Licensing (5.5)	1	1,450	1,450
0	0	0	7794-77 Software Maintenance & Rental Contracts - Airport	200	200	200
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Adobe Pro License	1	200	200

80 - INFORMATION SYSTEMS & SERVICES FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
2,083	2,124	3,210	7794-80 Software Maintenance & Rental Contracts - Building	3,560	3,560	3,560
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Office 365 Licensing (4)	1	1,060	1,060
			ESRI Maintenance-17%, shared w/Park Maint,Comm Dvpmt,Street,WWS	1	2,500	2,500
24,664	27,104	34,650	7794-85 Software Maintenance & Rental Contracts - Wastewater Services	36,550	36,550	36,550
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			ESRI Maintenance-17%, shared w/Bldg,Comm Dvlpmt,Eng,Street,Park	1	2,500	2,500
			Hansen-25%, shared with Street, Park Maint, Eng	1	4,000	4,000
			Office 365 Licensing (20)	1	5,800	5,800
			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	3,100	3,100
			Win 911 Software	1	800	800
			Swift Comply FOG Software	1	2,800	2,800
			Cradlepoint Maintenance	1	350	350
			CUES Software Maintenance	1	3,000	3,000
			Adobe Pro Licensing	2	200	400
12,446	30,528	40,920	7794-95 Software Maintenance & Rental Contracts - Ambulance	45,100	45,100	45,100
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Office 365 Licensing (26)	1	6,800	6,800
			ESO Inventory Module	1	5,000	5,000
			ESO Chart Maintenance	1	12,500	12,500
			Netmotion Maintenance-25%, shared with Fire Dept, Police Dept	1	1,800	1,800
			CS Maint - 35%, shared with Fire Dept	1	3,000	3,000
			ESP Personnel Maint-50%, shared with Fire Dept	1	1,500	1,500
			Target Software Maintenance-50%, shared with Fire Dept	1	4,100	4,100
			Cradlepoint Maintenance	1	2,400	2,400
			Respond Billing Maintenance	1	8,000	8,000
0	0	54,000	7794-97 Software Maintenance & Rental Contracts - ARPA	30,680	30,680	30,680
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			CitizenLab Renewal	1	12,500	12,500
			FAMS Software Renewal	1	6,180	6,180
			NeoGov Learn Module & Licensing	1	12,000	12,000

80 - INFORMATION SYSTEMS & SERVICES FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
66,407	1,515	3,500	7800-15	M & S Equipment - Information Systems		4,000	4,000	4,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>		<u>Total</u>
				Replacement Laptop / Monitor	1	4,000		4,000
27,312	17,339	21,000	7800-18	M & S Equipment - Hardware		15,000	15,000	15,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>		<u>Total</u>
				UPS Replacements	1	3,000		3,000
				NAS Replacement Storage	1	3,000		3,000
				Network Switch Replacements	2	2,000		4,000
				Loaner Laptop Replacements	1	5,000		5,000
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
0	0	2,500	7840-02	M & S Computer Charges - City Manager's Office		750	750	750
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>		<u>Total</u>
				New Monitors	3	250		750
2,877	2,749	0	7840-03	M & S Computer Charges - City Council		2,950	2,950	2,950
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>		<u>Total</u>
				Replace Presentation Laptop	1	1,500		1,500
				Replace Control iPads	2	600		1,200
				New Monitor	1	250		250
9,452	6,375	4,700	7840-05	M & S Computer Charges - Accounting		1,300	1,300	1,300
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>		<u>Total</u>
				Printer maintenance - Lexmark	1	300		300
				Scanner Replacement	1	1,000		1,000
0	0	6,200	7840-08	M & S Computer Charges - Legal		0	0	0
1,200	7,488	3,700	7840-10	M & S Computer Charges - Engineering		7,700	7,700	7,700
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>		<u>Total</u>
				Plotter maintenance	1	1,200		1,200
				New Laptop for GIS	1	3,500		3,500
				Replacement desktops	2	1,500		3,000
0	0	6,000	7840-12	M & S Computer Charges - Human Resources		0	3,500	3,500
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>		<u>Total</u>
				Computer, monitor	1	3,500		3,500
0	0	6,000	7840-14	M & S Computer Charges - Community Dev Econ Development		0	0	0

80 - INFORMATION SYSTEMS & SERVICES FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
0	0	0	7840-15 M & S Computer Charges - Community Development	0	0	0
0	0	0	7840-16 M & S Computer Charges - Community Dev Administration	0	0	0
3,787	5,941	10,200	7840-17 M & S Computer Charges - Community Dev Current	6,250	6,250	6,250
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Replacement desktops (2) + Monitor	1	3,250	3,250
			GIS Laptop / Tech - 50%	1	3,000	3,000
3,815	0	7,200	7840-18 M & S Computer Charges - Community Dev Long Range	3,000	3,000	3,000
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			GIS Laptop / Tech - 50%	1	3,000	3,000
311	0	0	7840-19 M & S Computer Charges - Community Dev Code Compliance	6,000	6,000	6,000
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Replacement Laptops	2	3,000	6,000
25,270	12,329	16,600	7840-20 M & S Computer Charges - Police	50,400	50,400	50,400
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Desktop/Mobile Replacements (3)	3	2,000	6,000
			New Monitors	1	3,000	3,000
			New Printers	2	1,000	2,000
			Zebra Mobile Printers	5	1,000	5,000
			MDT Repair	1	2,000	2,000
			RMS Server Rehost	1	15,000	15,000
			InTime Software	1	17,400	17,400
10,822	379	6,000	7840-25 M & S Computer Charges - Municipal Court	1,500	1,500	1,500
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Replacement Monitors	6	250	1,500
7,842	12,611	8,000	7840-30 M & S Computer Charges - Fire	8,000	21,500	21,500
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Mobile Replacements - EOC (2)	2	2,500	5,000
			Replacement Laptop	1	3,000	3,000
			Laptops - new fire district board members - 50%; shared with Amb	5	1,000	5,000
			Laptops-new fire district personnel - 50%; shared with Amb	2	1,750	3,500
			Audio visual equip fire station - 50%; shared with Amb	1	5,000	5,000
31	534	0	7840-35 M & S Computer Charges - Parks & Rec Administration	0	0	0

80 - INFORMATION SYSTEMS & SERVICES FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET	
2,490	3,430	1,000	7840-40	M & S Computer Charges - Aquatic Center			3,000	3,000	3,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Activenet Peripherals	1	1,500	1,500		
				Desktop Replacement	1	1,500	1,500		
6,576	3,466	4,400	7840-45	M & S Computer Charges - Community 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		
0	0	0	7840-50	M & S Computer Charges - Kids on the Block			0	0	0
3,003	0	0	7840-55	M & S Computer Charges - Recreational Sports			0	0	0
1,784	397	5,000	7840-60	M & S Computer Charges - Senior Center			2,500	2,500	2,500
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Activenet Peripherals	1	1,000	1,000		
				Projector	1	1,500	1,500		
0	0	0	7840-63	M & S Computer Charges - Park Development			1,650	1,650	1,650
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				ESRI - Desktop License	1	1,650	1,650		
2,091	1,897	9,200	7840-65	M & S Computer Charges - Park Maintenance			2,100	5,600	5,600
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Replacement Desktop - 50%, shared with Street	1	600	600		
				Discovery Network Connection	1	1,500	1,500		
				Facilities Computer / Tech	1	3,500	3,500		
0	0	0	7840-68	M & S Computer Charges - Affordable Housing			0	3,500	3,500
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Housing Associate Planner computer/tech	1	3,500	3,500		
14,982	11,716	15,200	7840-70	M & S Computer Charges - Library			7,000	7,000	7,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Replacement Computers (3)	1	4,500	4,500		
				New Monitors	10	250	2,500		
2,127	171	4,100	7840-75	M & S Computer Charges - Street			600	600	600
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
				Desktop Replacement - 50%, shared with Park Maint	1	600	600		
0	0	0	7840-77	M & S Computer Charges - Airport			0	0	0

Budget Document Report

80 - INFORMATION SYSTEMS & SERVICES FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
330	9,961	1,000	7840-80	M & S Computer Charges - Building		2,500	2,500	2,500
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Accela Peripherals	1	1,000	1,000	
				Replacement Computers (1)	1	1,500	1,500	
14,666	6,173	6,800	7840-85	M & S Computer Charges - WWS		8,600	8,600	8,600
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Replacement Desktops (2), Mobile (1)	1	8,600	8,600	
0	0	0	7840-90	M & S Computer Charges - Sewer Maintenance		0	0	0
3,141	2,455	3,500	7840-95	M & S Computer Charges - Ambulance		7,500	21,000	21,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Computer Replacements (2)	1	4,500	4,500	
				Upstairs Printer/Scanner	1	1,000	1,000	
				R12 Peripherals	1	2,000	2,000	
				Audio visual equip fire station - 50%; shared with Fire Ops	1	5,000	5,000	
				Laptops-new fire district board members-50%;shared with Fire Ops	5	1,000	5,000	
				Laptops-new fire district personnel-50%; shared with Fire Ops	2	1,750	3,500	
5,605	5,872	8,000	8280	Data Communications		8,000	8,000	8,000
707,920	649,764	905,580	TOTAL MATERIALS AND SERVICES			913,160	1,053,160	1,053,160

CAPITAL OUTLAY

0	33,677	0	8730-05	Equipment - Computers - Hardware		0	0	0
0	0	0	8730-10	Equipment - Computers - Software		0	0	0
0	0	0	8750	Capital Outlay Computer Charges		120,000	120,000	120,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				VM Host Replacements	2	20,000	40,000	
				Domain Upgrade	1	10,000	10,000	
				Storage Replacement	1	70,000	70,000	
0	0	0	8750-10	Capital Outlay Computer Charges - Engineering		27,500	27,500	27,500
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Hansen Upgrade - 25% shared with Park, Street, WWS	1	27,500	27,500	
0	0	0	8750-14	Capital Outlay Computer Charges - Community Dev Econ Development		0	0	0
0	0	0	8750-15	Capital Outlay Computer Charges - Community Development		0	0	0

Budget Document Report

80 - INFORMATION SYSTEMS & SERVICES FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
0	0	0	8750-98 Capital Outlay Computer Charges - ERP	0	0	0
78,001	77,572	145,000	<u>TOTAL CAPITAL OUTLAY</u>	356,000	398,000	398,000
<u>CONTINGENCIES</u>						
0	0	75,000	9800 Contingencies	75,000	75,000	75,000
0	0	75,000	<u>TOTAL CONTINGENCIES</u>	75,000	75,000	75,000
<u>ENDING FUND BALANCE</u>						
15,075	15,075	15,075	9980-15 Designated End FB - Info Sys Fd - Financial System Reserve	15,075	15,075	15,075
150,431	192,232	68,317	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	66,755	86,754	86,754
165,506	207,307	83,392	<u>TOTAL ENDING FUND BALANCE</u>	81,830	101,829	101,829
1,452,561	1,474,539	1,794,670	<u>TOTAL REQUIREMENTS</u>	2,063,674	2,265,673	2,265,673

80 - INFORMATION SYSTEMS & SERVICES FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
1,452,561	1,474,539	1,794,670	TOTAL RESOURCES	2,063,674	2,265,673	2,265,673
1,452,561	1,474,539	1,794,670	TOTAL REQUIREMENTS	2,063,674	2,265,673	2,265,673

Budget Document Report

85 - INSURANCE SERVICES FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES						
<u>BEGINNING FUND BALANCE</u>						
1,465,769	966,780	616,472	4090 Beginning Fund Balance Estimated July 1 undesignated carryover from prior year	628,429	628,429	628,429
1,465,769	966,780	616,472	<u>TOTAL BEGINNING FUND BALANCE</u>		628,429	628,429
<u>CHARGES FOR SERVICES</u>						
418,800	449,152	506,550	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.	596,250	514,780	514,780
267,800	276,447	312,380	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.	386,720	329,640	329,640
476,139	476,833	502,803	6070 Workers' Compensation Insurance Charges to payroll operating departments and funds for worker's compensation insurance coverage.	497,622	405,319	405,319
1,162,739	1,202,433	1,321,733	<u>TOTAL CHARGES FOR SERVICES</u>		1,480,592	1,249,739
<u>MISCELLANEOUS</u>						
6,947	2,130	6,000	6310 Interest	7,500	7,500	7,500
22,513	13,082	25,000	6510-05 Insurance Loss Reimbursement - Property	25,000	25,000	25,000
0	3,074	5,000	6510-10 Insurance Loss Reimbursement - Parks	5,000	5,000	5,000
6,467	7,158	22,000	6510-15 Insurance Loss Reimbursement - Automobile	15,000	15,000	15,000
0	0	0	6600 Other Income	0	0	0
82,897	33,831	40,000	6600-15 Other Income - City County Insurance Services Revenue from CIS multi-line credit	43,000	43,000	43,000
118,824	59,275	98,000	<u>TOTAL MISCELLANEOUS</u>		95,500	95,500
2,747,331	2,228,488	2,036,205	<u>TOTAL RESOURCES</u>		2,204,521	1,973,668

85 - INSURANCE SERVICES FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
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REQUIREMENTS

MATERIALS AND SERVICES

1,254	1,284	0	7750 Professional Services	0	0	0
0	0	1,700	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	1,300	1,300	1,300
646,583	709,724	818,930	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.	982,970	844,420	844,420

<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
General Liability Insurance (10% increase over prior year)	1	545,640	545,640
Property Insurance (24% increase over prior year)	1	386,730	386,730
Cyber Insurance (25% increase over prior year)	1	41,600	41,600
Airport Insurance (5% increase over prior year)	1	9,000	9,000
Remove Fire/Amb portion of insurance coverage	1	-138,550	-138,550

0	0	0	8330-18 Liability Aggregate Deductible - 2017 - 2018	0	0	0
7,599	41,729	30,000	8330-19 Liability Aggregate Deductible - 2018 - 2019	0	0	0
5,250	0	0	8330-20 Liability Aggregate Deductible - 2019 - 2020	0	0	0
43,599	3,877	40,000	8330-21 Liability Aggregate Deductible - 2020 - 2021	0	0	0
0	30,470	25,000	8330-22 Liability Aggregate Deductible - 2021 - 2022 Total Liability deductible is \$50,000 for the year	6,000	6,000	6,000
0	0	50,000	8330-23 Liability Aggregate Deductible - 2022 - 2023 Total Liability deductible is \$50,000 for the year	6,500	6,500	6,500
0	0	0	8330-24 Liability Aggregate Deductible - 2023 - 2024 Total Liability deductible is \$50,000 for the year	50,000	50,000	50,000
0	0	0	8350 Workers' Compensation	412,250	240,100	240,100

<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
Workers Compensation Annual Premium	1	227,850	227,850
Workers Compensation program	1	12,250	12,250

40,680	0	0	8350-16 Workers' Compensation - 2015 - 2016 Retro Closed No open claims for this year	0	0	0
11,849	0	0	8350-17 Workers' Compensation - 2016 - 2017 Retro Closed No open workers' compensation claims for this plan year	0	0	0
12,377	0	0	8350-18 Workers' Compensation - 2017 - 2018 Retro Closed No open workers' compensation claims for this plan year	0	0	0

Budget Document Report

85 - INSURANCE SERVICES FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
16,312	0	0	8350-19	Workers' Compensation - 2018 - 2019 Retro No open workers' compensation claims for this plan year		0	0	0
59,773	1,443	5,000	8350-20	Workers' Compensation - 2019 - 2020 Retro Open workers' compensation claims for this plan year.		2,000	2,000	2,000
206,870	74,477	0	8350-21	Workers' Compensation - 2020 - 2021 Retro Open workers' compensation claims for this plan year.		4,000	4,000	4,000
0	314,892	0	8350-22	Workers' Compensation - 2021 - 2022		0	0	0
0	0	400,000	8350-23	Workers' Compensation - 2022 - 2023		0	0	0
19,625	150	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
7,194	3,924	5,000	8370-10	Property & Auto Damage Claims - Park Loss & Damage		5,000	5,000	5,000
7,159	6,468	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.		10,000	10,000	10,000
1,086,125	1,188,438	1,422,630	TOTAL MATERIALS AND SERVICES			1,505,020	1,194,320	1,194,320
CAPITAL OUTLAY								
0	0	0	8850-10	Vehicles - Replacement		0	0	0
0	0	0	TOTAL CAPITAL OUTLAY			0	0	0
TRANSFERS OUT								
599,331	186,470	208,884	9700-01	Transfers Out - General Fund		244,919	205,297	205,297
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Administration and Finance personnel services support.	1	75,150	75,150	
				Insurance Services Fund support of HR Manager position	1	130,147	130,147	
22,889	6,016	6,473	9700-20	Transfers Out - Street		7,225	7,225	7,225
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Insurance Services Fund support of HR Manager position	1	7,225	7,225	
14,969	3,008	3,236	9700-70	Transfers Out - Building		5,007	5,007	5,007
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Insurance Services Fund support of HR Manager position	1	5,007	5,007	

Budget Document Report

85 - INSURANCE SERVICES FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
57,237	15,039	16,182	9700-75	Transfers Out - Wastewater Services		18,052	18,052	18,052
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			Insurance Services Fund support of HR Manager position	1	18,052	18,052		
694,426	210,533	234,775	<u>TOTAL TRANSFERS OUT</u>			275,203	235,581	235,581
			<u>CONTINGENCIES</u>					
0	0	150,000	9800	Contingencies		250,000	250,000	250,000
0	0	150,000	<u>TOTAL CONTINGENCIES</u>			250,000	250,000	250,000
			<u>ENDING FUND BALANCE</u>					
966,780	829,517	228,800	9999	Unappropriated Ending Fd Balance		174,298	293,767	293,767
			Undesignated carryover from proposed budget year to subsequent year, includes the excess (deficit) of revenues over (under) expenditures from proposed budget year operations					
966,780	829,517	228,800	<u>TOTAL ENDING FUND BALANCE</u>			174,298	293,767	293,767
2,747,331	2,228,488	2,036,205	<u>TOTAL REQUIREMENTS</u>			2,204,521	1,973,668	1,973,668

Budget Document Report

85 - INSURANCE SERVICES FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
2,747,331	2,228,488	2,036,205	TOTAL RESOURCES	2,204,521	1,973,668	1,973,668
2,747,331	2,228,488	2,036,205	TOTAL REQUIREMENTS	2,204,521	1,973,668	1,973,668

99 - FIRE DISTRICT TRANSITION FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : N/A Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES						
<u>BEGINNING FUND BALANCE</u>						
0	0	0	4090	Beginning Fund Balance	0	0
0	0	0	<u>TOTAL BEGINNING FUND BALANCE</u>		0	0
0	0	0	<i>TOTAL RESOURCES</i>		0	0

Budget Document Report

99 - FIRE DISTRICT TRANSITION FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 70 - FIRE ADMINISTRATION & OPERATIONS Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES						
<u>LICENSES AND PERMITS</u>						
0	0	0	4490 Licenses & Permits - Misc 6 months worth of anticipated revenue	0	4,250	4,250
0	0	0	<u>TOTAL LICENSES AND PERMITS</u>	0	4,250	4,250
<u>CHARGES FOR SERVICES</u>						
0	0	0	5340 Fire Department Service Fees 6 months worth of anticipated revenue	0	6,000	6,000
0	0	0	<u>TOTAL CHARGES FOR SERVICES</u>	0	6,000	6,000
0	0	0	<i>TOTAL RESOURCES</i>	0	10,250	10,250

99 - FIRE DISTRICT TRANSITION FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 70 - FIRE ADMINISTRATION & OPERATIONS Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

0	0	0	7000 Salaries & Wages Budget Note: All McMinnville Fire District costs are for 6 months: July 1, 2023 - Dec 31, 2023; unless specifically noted as a 1 year cost.	0	0	0
0	0	0	7000-05 Salaries & Wages - Regular Full Time Fire Chief - 0.75 FTE Assistant Chief - Operations - 0.50 FTE Assistant Chief - Training - 0.75 FTE Fire Battalion Chief - 1.05 FTE Fire Captain - 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 *Anticipating three Firefighter position vacancies for the 1st six months of the fiscal year. The FTE count was not adjusted for these vacancies.	0	797,710	797,710
0	0	0	7000-15 Salaries & Wages - Temporary Extra Help - Clerical - 0.34 FTE Extra Help - Fire - 0.60 FTE	0	15,600	15,600
0	0	0	7000-17 Salaries & Wages - Volunteer Reimbursement 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.	0	15,000	15,000
0	0	0	7000-20 Salaries & Wages - Overtime	0	111,985	111,985
0	0	0	7000-37 Salaries & Wages - Medical Opt Out Incentive	0	645	645
0	0	0	7300 Fringe Benefits	0	0	0
0	0	0	7300-05 Fringe Benefits - FICA - Social Security	0	56,925	56,925
0	0	0	7300-06 Fringe Benefits - FICA - Medicare	0	13,642	13,642
0	0	0	7300-15 Fringe Benefits - PERS - OPSRP - IAP	0	314,134	314,134
0	0	0	7300-20 Fringe Benefits - Medical Insurance	0	135,841	135,841
0	0	0	7300-22 Fringe Benefits - VEBA Plan	0	31,459	31,459
0	0	0	7300-25 Fringe Benefits - Life Insurance	0	568	568
0	0	0	7300-30 Fringe Benefits - Long Term Disability	0	1,730	1,730
0	0	0	7300-35 Fringe Benefits - Workers' Compensation Insurance	0	33,940	33,940
0	0	0	7300-37 Fringe Benefits - Workers' Benefit Fund	0	278	278
0	0	0	7300-40 Fringe Benefits - Unemployment	0	0	0

99 - FIRE DISTRICT TRANSITION FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 70 - FIRE ADMINISTRATION & OPERATIONS Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
0	0	0	7300-45 Fringe Benefits - Paid Family Leave City Share	0	2,405	2,405
0	0	0	7400-05 Fringe Benefits - Volunteers - Life Insurance	0	132	132
0	0	0	7400-10 Fringe Benefits - Volunteers - Workers' Compensation Insurance	0	14,018	14,018
0	0	0	7400-15 Fringe Benefits - Volunteers - Fire Volunteer LOSA - Current	0	30,000	30,000
0	0	0	7400-25 Fringe Benefits - Volunteers - Volunteer Accident Insurance	0	7,500	7,500
0	0	0	<u>TOTAL PERSONNEL SERVICES</u>	0	1,583,512	1,583,512
<u>MATERIALS AND SERVICES</u>						
0	0	0	7515 City Services Charge expense	0	2,075	2,075
0	0	0	7540 Employee Events Costs shared city-wide for employee training, materials, and events.	0	2,400	2,400
Budget Note: 1 year of cost						
0	0	0	7550 Travel & Education	0	14,250	14,250
0	0	0	7590 Fuel - Vehicle & Equipment	0	19,000	19,000
0	0	0	7600 Utilities	0	14,225	14,225
0	0	0	7610-05 Insurance - Liability 1 year liability insurance premium	0	37,890	37,890
0	0	0	7610-10 Insurance - Property 1 year property insurance premium	0	37,730	37,730
0	0	0	7620 Telecommunications	0	12,500	12,500
0	0	0	7630-05 Uniforms - Employee Career, part-time, and volunteer fire uniforms.	0	8,000	8,000
0	0	0	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 remained higher due to new employees.	0	35,000	35,000
0	0	0	7650 Janitorial	0	6,000	6,000
0	0	0	7660 Materials & Supplies	0	19,500	19,500
0	0	0	7700 Hazardous Materials	0	500	500
0	0	0	7720 Repairs & Maintenance	0	1,250	1,250
0	0	0	7720-06 Repairs & Maintenance - Equipment	0	2,500	2,500
0	0	0	7720-08 Repairs & Maintenance - Building Repairs	0	28,000	28,000
0	0	0	7720-14 Repairs & Maintenance - Vehicles	0	30,000	30,000
0	0	0	7720-16 Repairs & Maintenance - Radio & Pagers	0	5,000	5,000

99 - FIRE DISTRICT TRANSITION FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 70 - FIRE ADMINISTRATION & OPERATIONS Section : N/A Program : N/A			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
0	0	0	7720-22	Repairs & Maintenance - Breathing Apparatus		0	3,000	3,000
0	0	0	7750	Professional Services		0	27,320	27,320
				Budget note: Costs shared with Ambulance Division are indicated with percentages.				
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Attorney services	1	15,000	15,000	
				New employee physicals	3	625	1,875	
				New employee psychological testing	3	375	1,125	
				National Testing Network	1	90	90	
				Peer support contract - 35%	1	640	640	
				MSDS Online - 75%	1	565	565	
				Lexipol Policy Program - 50%	1	2,500	2,500	
				LOSAP Actuarial	1	4,250	4,250	
				On and Off Mental Health Platform - 50%	1	375	375	
				Chaplaincy services - 50%	6	150	900	
0	0	0	7750-01	Professional Services - Audit & other city-wide prof svc		0	6,800	6,800
				Costs shared city-wide for Audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses				
				Budget Note: 1 year cost				
0	0	0	7790	Maintenance & Rental Contracts		0	20,775	20,775
				Budget note: Costs shared with Ambulance Division are indicated with percentages.				
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				MTS Storage	1	3,400	3,400	
				HVAC maintenance - 50%	1	3,375	3,375	
				Extinguisher maintenance	1	375	375	
				Fire sprinkler system	1	750	750	
				Fire alarm system	1	375	375	
				NFPA vehicle inspections	3	1,350	4,050	
				Breathing apparatus bench testing	1	3,050	3,050	
				Copier contract	1	1,150	1,150	
				Crew Sense scheduling	1	1,580	1,580	
				Active 911 alerting	1	670	670	
				NFPA building inspection	1	2,000	2,000	
0	0	0	7800	M & S Equipment		0	6,000	6,000
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				Misc materials & supplies	1	3,000	3,000	
				Equipment title transfers	1	3,000	3,000	
0	0	0	7800-09	M & S Equipment - Radios		0	2,500	2,500
0	0	0	7800-30	M & S Equipment - Breathing Apparatus		0	2,500	2,500
0	0	0	8090	Hydrant Rental & Maintenance		0	37,500	37,500

Budget Document Report

99 - FIRE DISTRICT TRANSITION FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 70 - FIRE ADMINISTRATION & OPERATIONS Section : N/A Program : N/A			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
0	0	0	8110	Hoses, Nozzles, & Adapters		0	7,500	7,500
0	0	0	8120	Hose & Ladder Testing		0	7,000	7,000
				Budget note: 1 year cost				
0	0	0	8180-05	YCOM - Other Governmental Services		0	29,330	29,330
				<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>	
				YCOM dispatching services - Fire	6	4,375	26,250	
				YCOM dispatching services - McM Rural Fire consolid.	1	3,080	3,080	
0	0	0	<u>TOTAL MATERIALS AND SERVICES</u>			0	426,045	426,045
0	0	0	<u>TOTAL REQUIREMENTS</u>			0	2,009,557	2,009,557

99 - FIRE DISTRICT TRANSITION FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 73 - FIRE PREVENTION & LIFE SAFETY Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
REQUIREMENTS						
PERSONNEL SERVICES						
0	0	0	7000-05 Salaries & Wages - Regular Full Time Assistant Chief - Fire Marshal - 1.00 FTE Deputy Fire Marshal -1.00 FTE	0	116,021	116,021
Budget Note: All McMinnville Fire District costs are for 6 months: July 1, 2023 - Dec 31, 2023; unless noted as a 1 year expense						
0	0	0	7000-15 Salaries & Wages - Temporary	0	0	0
0	0	0	7000-17 Salaries & Wages - Volunteer Reimbursement	0	0	0
0	0	0	7000-20 Salaries & Wages - Overtime	0	4,997	4,997
0	0	0	7300-05 Fringe Benefits - FICA - Social Security	0	7,321	7,321
0	0	0	7300-06 Fringe Benefits - FICA - Medicare	0	1,754	1,754
0	0	0	7300-15 Fringe Benefits - PERS - OPSRP - IAP	0	42,191	42,191
0	0	0	7300-20 Fringe Benefits - Medical Insurance	0	21,840	21,840
0	0	0	7300-22 Fringe Benefits - VEBA Plan	0	5,250	5,250
0	0	0	7300-25 Fringe Benefits - Life Insurance	0	66	66
0	0	0	7300-30 Fringe Benefits - Long Term Disability	0	272	272
0	0	0	7300-35 Fringe Benefits - Workers' Compensation Insurance	0	4,792	4,792
0	0	0	7300-37 Fringe Benefits - Workers' Benefit Fund	0	22	22
0	0	0	7300-45 Fringe Benefits - Paid Family Leave City Share	0	340	340
0	0	0	7400-10 Fringe Benefits - Volunteers - Workers' Compensation Insurance	0	200	200
0	0	0	TOTAL PERSONNEL SERVICES	0	205,066	205,066
MATERIALS AND SERVICES						
0	0	0	7550 Travel & Education	0	4,500	4,500
0	0	0	7750 Professional Services NFPA membership	0	500	500
Budget note: 1 year expense						
0	0	0	7750-01 Professional Services - Audit & other city-wide prof svc	0	100	100
0	0	0	8080 Fire Prevention Education	0	4,000	4,000
0	0	0	TOTAL MATERIALS AND SERVICES	0	9,100	9,100
0	0	0	TOTAL REQUIREMENTS	0	214,166	214,166

Budget Document Report

99 - FIRE DISTRICT TRANSITION FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 79 - AMBULANCE Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES						
<u>INTERGOVERNMENTAL</u>						
0	0	0	4546 American Rescue Plan	0	0	0
0	0	0	<u>TOTAL INTERGOVERNMENTAL</u>	0	0	0
<u>CHARGES FOR SERVICES</u>						
0	0	0	5700 Transport Fees \$300,000 per month estimate, 2 months accrue to prior year, with 4 months in first half of year	0	1,200,000	1,200,000
0	0	0	5710 FireMed Fees Estimate 50% anticipated revenue arrives in first half of the year	0	68,000	68,000
0	0	0	<u>TOTAL CHARGES FOR SERVICES</u>	0	1,268,000	1,268,000
<u>MISCELLANEOUS</u>						
0	0	0	6610 Collections - EMS \$833 per month estimate, 2 months accrue to prior year, with 4 months in first half of year	0	3,333	3,333
0	0	0	<u>TOTAL MISCELLANEOUS</u>	0	3,333	3,333
0	0	0	<u>TOTAL RESOURCES</u>	0	1,271,333	1,271,333

99 - FIRE DISTRICT TRANSITION FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 79 - AMBULANCE Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
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REQUIREMENTS

PERSONNEL SERVICES

0	0	0	7000 Salaries & Wages Budget Note: All McMinnville Fire District costs are for 6 months: July 1, 2023 - Dec 31, 2023; unless specifically noted as a 1 year cost.	0	0	0
0	0	0	7000-05 Salaries & Wages - Regular Full Time Fire Chief - 0.25 FTE Assistant Chief - Operations - 0.50 FTE Assistant Chief - Training - 0.25 FTE Fire Battalion Chief - 1.95 FTE Fire Captain - 1.95 FTE Fire Engineer - 1.95 FTE Firefighter - 20.15 FTE Paramedic - Single Role - 2.00 FTE Management Support Supervisor - 0.25 FTE Management Support Specialist - Senior - 0.75 FTE	0	1,259,778	1,259,778
0	0	0	7000-10 Salaries & Wages - Regular Part Time	0	0	0
0	0	0	7000-20 Salaries & Wages - Overtime	0	207,518	207,518
0	0	0	7000-37 Salaries & Wages - Medical Opt Out Incentive	0	855	855
0	0	0	7300 Fringe Benefits	0	0	0
0	0	0	7300-05 Fringe Benefits - FICA - Social Security	0	88,829	88,829
0	0	0	7300-06 Fringe Benefits - FICA - Medicare	0	21,289	21,289
0	0	0	7300-15 Fringe Benefits - PERS - OPSRP - IAP	0	502,558	502,558
0	0	0	7300-20 Fringe Benefits - Medical Insurance	0	209,973	209,973
0	0	0	7300-22 Fringe Benefits - VEBA Plan	0	45,050	45,050
0	0	0	7300-25 Fringe Benefits - Life Insurance	0	928	928
0	0	0	7300-30 Fringe Benefits - Long Term Disability	0	2,708	2,708
0	0	0	7300-35 Fringe Benefits - Workers' Compensation Insurance	0	56,831	56,831
0	0	0	7300-37 Fringe Benefits - Workers' Benefit Fund	0	413	413
0	0	0	7300-45 Fringe Benefits - Paid Family Leave City Share	0	3,737	3,737
0	0	0	TOTAL PERSONNEL SERVICES	0	2,400,467	2,400,467

*Anticipating three Firefighter position vacancies for the 1st six months of the fiscal year. The FTE count was not adjusted for these vacancies.

MATERIALS AND SERVICES

0	0	0	7515 City Services Charge expense	0	700	700
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Budget Document Report

99 - FIRE DISTRICT TRANSITION FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 79 - AMBULANCE Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
0	0	0	7540 Employee Events Costs shared city-wide for employee training, materials, and events.	0	4,300	4,300
			Budget Note: 1 year of cost			
0	0	0	7550 Travel & Education	0	15,000	15,000
0	0	0	7590 Fuel - Vehicle & Equipment	0	37,500	37,500
0	0	0	7600 Utilities	0	4,800	4,800
0	0	0	7610-05 Insurance - Liability 1 year liability insurance premium	0	43,580	43,580
0	0	0	7610-10 Insurance - Property 1 year property insurance premium	0	19,350	19,350
0	0	0	7620 Telecommunications	0	13,500	13,500
0	0	0	7630-05 Uniforms - Employee Career, part-time, and volunteer fire uniforms.	0	15,000	15,000
0	0	0	7640 Laundry	0	250	250
0	0	0	7650 Janitorial	0	2,000	2,000
0	0	0	7660 Materials & Supplies	0	18,000	18,000
0	0	0	7660-15 Materials & Supplies - Postage	0	0	0
0	0	0	7660-45 Materials & Supplies - Medical Equipment & Supplies	0	68,500	68,500
0	0	0	7660-55 Materials & Supplies - Oxygen	0	750	750
0	0	0	7720-06 Repairs & Maintenance - Equipment	0	2,500	2,500
0	0	0	7720-08 Repairs & Maintenance - Building Repairs	0	9,000	9,000
0	0	0	7720-14 Repairs & Maintenance - Vehicles	0	30,000	30,000
0	0	0	7720-16 Repairs & Maintenance - Radio & Pagers	0	4,500	4,500
0	0	0	7735 Rental Property	0	13,000	13,000

Budget Document Report

99 - FIRE DISTRICT TRANSITION FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 79 - AMBULANCE Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
0	0	0	7750 Professional Services	0	122,370	122,370
Budget note: Costs shared with Fire Ops are indicated with percentages.						
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Attorney services	1	15,000	15,000
			GEMT Grant Writer - 1 year cost	1	20,000	20,000
			Physician Advisor contract	6	1,000	6,000
			Peer support contract - 65%	1	1,190	1,190
			National Testing Network	1	115	115
			OHA Licensing	8	250	2,000
			MSDS Online	1	190	190
			SDW Ambulance billing	1	62,500	62,500
			Lexipol Policy Program - 50%	1	2,500	2,500
			Fire Med processing fee Life Flight	1	12,500	12,500
			On and Off Mental Health Platform - 50%	1	375	375
0	0	0	7750-01 Professional Services - Audit & other city-wide prof svc	0	12,000	12,000
Costs shared city-wide for Audit, Section 125 plan administrative fees, and other miscellaneous professional service expenses.						
Budget Note: 1 year cost						
0	0	0	7790 Maintenance & Rental Contracts	0	5,365	5,365
Budget Note: Costs shared with Fire Ops are indicated with percentages.						
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			MTS Storage - 25%	1	1,090	1,090
			HVAC maintenance - 25%	1	1,125	1,125
			Copier contract	1	1,150	1,150
			Stryker defibrillator service contract	1	2,000	2,000
0	0	0	7800 M & S Equipment	0	7,000	7,000
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			Misc materials & supplies for equipment	1	6,000	6,000
			Equipment title transfers	1	1,000	1,000
0	0	0	7800-09 M & S Equipment - Radios	0	500	500
0	0	0	8180-05 YCOM - Other Governmental Services	0	54,470	54,470
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>
			YCOM dispatching services - Amb	6	8,125	48,750
			YCOM dispatching services - Amb - McM Rural Fire	1	5,720	5,720
0	0	0	TOTAL MATERIALS AND SERVICES	0	503,935	503,935

Budget Document Report

99 - FIRE DISTRICT TRANSITION FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 79 - AMBULANCE Section : N/A Program : N/A			2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
<u>CAPITAL OUTLAY</u>								
0	0	0	8850-15	Vehicles - Grants		0	251,750	251,750
			<u>Description</u>	<u>Units</u>	<u>Amt/Unit</u>	<u>Total</u>		
			ARPA Ambulance - balance of original budget	1	212,000	212,000		
			Ambulance - additional cost over original ARPA budget	1	39,750	39,750		
0	0	0	<u>TOTAL CAPITAL OUTLAY</u>			0	251,750	251,750
0	0	0	<u>TOTAL REQUIREMENTS</u>			0	3,156,152	3,156,152

Budget Document Report

99 - FIRE DISTRICT TRANSITION FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : 99 - NON-DEPARTMENTAL Section : N/A Program : N/A	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
RESOURCES						
<u>INTERGOVERNMENTAL</u>						
0	0	0	5029 McMinnville Fire District 6 months (July 1, 2023-Dec 31, 2023) McMinnville Fire District reimbursement of operating costs provided by the City.	0	3,846,542	3,846,542
0	0	0	<u>TOTAL INTERGOVERNMENTAL</u>	0	3,846,542	3,846,542
<u>TRANSFERS IN</u>						
0	0	0	6900-01 Transfers In - General Fund	0	251,750	251,750
0	0	0	<u>TOTAL TRANSFERS IN</u>	0	251,750	251,750
0	0	0	<u>TOTAL RESOURCES</u>	0	4,098,292	4,098,292

Budget Document Report

99 - FIRE DISTRICT TRANSITION FUND

2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	Department : <i>N/A</i> Section : <i>N/A</i> Program : <i>N/A</i>	2024 PROPOSED BUDGET	2024 APPROVED BUDGET	2024 ADOPTED BUDGET
0	0	0	TOTAL RESOURCES	0	5,379,875	5,379,875
0	0	0	TOTAL REQUIREMENTS	0	5,379,875	5,379,875