

CITY OF MILLERSBURG

2025-2026 APPROVED BUDGET



CITY OF
Millersburg

A COMMUNITY LINKING
AGRICULTURE AND INDUSTRY

Linn County, Oregon

**CITY OF MILLERSBURG
GENERAL FUND - SUMMARY
FY 2025-2026**

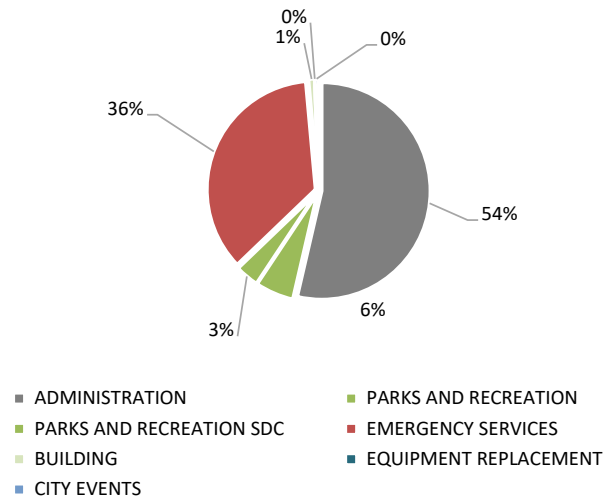
Actual FY 2022-2023	Actual FY 2023-2024	Adopted FY 2024-2025	GENERAL FUND RESOURCES	Proposed FY 2025-2026	Approved FY 2025-2026	Adopted FY 2025-2026
7,291,298	7,437,662	8,163,614	ADMINISTRATION	9,202,153	9,202,153	-
7,670	5,680	3,000	PARKS AND RECREATION	3,000	3,000	-
151,511	190,729	478,255	PARKS AND RECREATION SDC	374,166	374,166	-
4,844	6,350	4,500	EMERGENCY SERVICES	3,400	3,400	-
178,413	103,862	484,040	BUILDING	54,000	54,000	-
-	-	-	EQUIPMENT REPLACEMENT	-	-	-
14,946	400	40,000	CITY EVENTS	-	-	-
7,648,682	7,744,683	9,173,409	TOTAL GENERAL FUND RESOURCES	9,636,719	9,636,719	-
Actual FY 2022-2023	Actual FY 2023-2024	Adopted FY 2024-2025	GENERAL FUND EXPENSE BY OBJECT	Proposed FY 2025-2026	Approved FY 2025-2026	Adopted FY 2025-2026
			PERSONNEL SERVICES			
1,184,688	1,136,205	1,402,453	ADMINISTRATION	1,361,442	1,361,442	-
1,184,688	1,136,205	1,402,453	TOTAL PERSONNEL SERVICES	1,361,442	1,361,442	-
			MATERIALS & SERVICES			
805,425	767,205	760,577	ADMINISTRATION	785,467	785,467	-
76,272	109,334	163,240	PARKS AND RECREATION	178,700	180,700	-
1,698,289	1,712,116	1,818,266	EMERGENCY SERVICES	1,958,338	1,958,338	-
123,434	108,885	485,000	BUILDING	50,500	50,500	-
41,985	17,437	70,000	CITY EVENTS	30,000	30,000	-
2,745,405	2,714,977	3,297,083	TOTAL MATERIALS & SERVICES	3,003,005	3,005,005	-
			CAPITAL OUTLAY			
8,658	95,152	50,000	ADMINISTRATION	97,000	97,000	-
99,095	247	170,000	PARKS AND RECREATION	134,000	137,500	-
30,000	-	-	PARKS AND RECREATION SDC	-	-	-
666,261	16,674	-	EMERGENCY SERVICES	-	-	-
-	-	-	EQUIPMENT REPLACEMENT	-	-	-
804,013	112,073	220,000	TOTAL CAPITAL OUTLAY	231,000	234,500	-
			TRANSFERS			
179,076	196,608	113,686	ADMINISTRATION	147,423	147,423	-
179,076	196,608	113,686	TOTAL TRANSFERS	147,423	147,423	-
			CONTINGENCY			
-	-	600,000	ADMINISTRATION	600,000	600,000	-
-	-	35,000	EMERGENCY SERVICES	35,000	35,000	-
-	-	635,000	TOTAL CONTINGENCIES	635,000	635,000	-
4,913,182	4,159,863	5,668,221	TOTAL GENERAL FUND EXPENDITURES	5,377,870	5,383,370	-

**CITY OF MILLERSBURG
GENERAL FUND - SUMMARY
FY 2025-2026**

Actual FY 2022-2023	Actual FY 2023-2024	Adopted FY 2024-2025	OTHER GENERAL FUND REQUIREMENTS	Proposed FY 2025-2026	Approved FY 2025-2026	Adopted FY 2025-2026
			RESERVE ACCOUNT TOTALS			
-	-	273,255	PARKS AND RECREATION SDC	179,166	179,166	-
			PARKS AND RECREATION	100,000	100,000	-
-	-	-	EMERGENCY SERVICES	-	-	-
-	-	400,000	EQUIPMENT REPLACEMENT	500,000	500,000	-
2,735,500	3,584,820	2,626,933	UNAPPROPRIATED ENDING FUND BALANCE	3,284,684	3,279,184	-
2,735,500	3,584,820	3,300,188	TOTAL RESERVE AND UNAPPROPRIATED FUNDS	4,063,850	3,958,350	-
7,648,682	7,744,683	9,173,409	TOTAL GENERAL FUND REQUIREMENTS	9,636,719	9,536,719	-

Actual FY 2022-2023	Actual FY 2023-2024	Adopted FY 2024-2025	GENERAL FUND EXPENDITURES BY PROGRAM	Proposed FY 2025-2026	Approved FY 2025-2026	Adopted FY 2025-2026
2,177,847	2,195,170	2,926,716	ADMINISTRATION	2,991,332	2,991,332	-
175,367	109,581	333,240	PARKS AND RECREATION	312,700	318,200	-
30,000	-	205,000	PARKS AND RECREATION SDC	195,000	195,000	-
2,364,549	1,728,790	1,853,266	EMERGENCY SERVICES	1,993,338	1,993,338	-
123,434	108,885	485,000	BUILDING	50,500	50,500	-
-	-	-	EQUIPMENT REPLACEMENT	-	-	-
41,985	17,437	70,000	CITY EVENTS	30,000	30,000	-
4,913,182	4,159,863	5,873,221	TOTAL GENERAL FUND EXPENDITURES	5,572,870	5,578,370	-

Approved Expenses FY 25-26



**CITY OF MILLERSBURG
GENERAL FUND RESOURCES
FY 2025-2026**

Actual FY 2022-2023	Actual FY 2023-2024	Adopted FY 2024-2025	ADMINISTRATION PROGRAM RESOURCES	Proposed FY 2025-2026	Approved FY 2025-2026	Adopted FY 2025-2026
2,808,807	2,546,972	2,541,972	BEGINNING FUND BALANCE (PRIOR YEAR)	3,394,091	3,394,091	
		460,000	PROJECTED CARRYOVER	520,000	520,000	
2,295,027	2,397,227	2,500,173	CURRENT YEAR TAX LEVY	2,701,332	2,701,332	
17,508	48,306	10,000	PRIOR YEAR TAX COLLECTION	10,000	10,000	
60	45	150	LIQUOR LICENSE FEES	45	45	
		2,200	LIEN SEARCH FEES	1,200	1,200	
14,000	7,765	10,000	LAND USE FEE	10,000	10,000	
		350,000	ENTERPRISE ZONE CLAWBACK FEE	350,000	350,000	
61,513	58,999	68,095	LIQUOR TAXES	66,176	66,176	
9,280	-	-	PCPI-BOND	-	-	
51,011	50,296	59,000	STATE REVENUE SHARING	55,383	55,383	
2,272	2,099	2,276	CIGARETTE TAXES	1,993	1,993	
	27,196	-	GRANT FUNDS INTERGOVERNMENTAL	-	-	
283,974		-	COVID FUNDS	-	-	
959,841	1,160,860		FRANCHISE FEES			
762,612	947,270	960,000	ELECTRIC FRANCHISE FEE	1,000,000	1,000,000	
74,653	85,315	87,000	REFUSE FRANCHISE FEE	95,000	95,000	
75,139	82,820	85,000	GAS FRANCHISE FEE	80,000	80,000	
47,438	45,456	46,900	COMMUNICATION FRANCHISE FEE	40,900	40,900	-
3,032	2,542	2,400	CENTURY LINK	2,100	2,100	
43,622	42,041	44,000	COMCAST CABLE	38,000	38,000	
783	873	500	LIGHTSPEED	800	800	
622,880	738,585		TRANSFER IN FROM STREET, STORMWATER, AND ENTERPRISE FUNDS			
112,657	125,119	152,526	TRANSFER IN FROM STREET FUND	139,950	139,950	
91,673	102,118	121,626	TRANSFER IN FROM STORMWATER FUND	108,277	108,277	
201,326	246,996	275,966	TRANSFER IN FROM SEWER FUND	254,046	254,046	
217,224	264,352	295,172	TRANSFER IN FROM WATER FUND	273,908	273,908	
-	-	42,000	TRANSFER IN FROM ECON DEV FUND	-	-	
84,214	7,938	3,500	RENTAL PROPERTY INCOME	2,000	2,000	
1,000	103,425	-	PROPERTY SALE	-	-	
17,559	196,101	90,059	INTEREST RECEIVED	97,852	97,852	
62,351	91,848	-	MISCELLANEOUS REVENUE	-	-	
7,291,298	7,437,662	8,163,614	TOTAL ADMINISTRATION PROGRAM RESOURCES	9,202,153	9,202,153	-

**CITY OF MILLERSBURG
GENERAL FUND RESOURCES
FY 2025-2026**

			PARKS AND RECREATION PROGRAM RESOURCES			
7,670	5,680	3,000	PARK SHELTER USER FEES	3,000	3,000	
			GRANT FUNDS - PARKS	-	-	-
7,670	5,680	3,000	TOTAL PARKS AND RECREATION PROGRAM RESOURCES	3,000	3,000	-

			PARKS AND RECREATION SDC PROGRAM RESOURCES			
72,017	121,511	178,144	BEGINNING PARK SYSTEM DEVELOPMENT CHARGES (SDC) PROGRAM BALANCE	373,383	373,383	-
		43,240	BEGINNING SDC-R BALANCE	12,267	12,267	
		134,904	BEGINNING SDC-I BALANCE	361,116	361,116	
79,494	69,218	300,111	SDC FEES - PARKS	783	783	-
		33,012	PARK SDC-R FEES	86	86	
		267,099	PARK SDC-I FEES	697	697	
151,511	190,729	478,255	TOTAL PARKS AND RECREATION SDC PROGRAM RESOURCES	374,166	374,166	-

			EMERGENCY SERVICES PROGRAM RESOURCES			
-	-	-	TRANSFER FROM GENERAL FUND-BEGINNING FUND BALANCE	-	-	-
-	-	-	TRANSFER FROM GENERAL FUND	-	-	-
4,844	6,350	4,500	JUSTICE COURT	3,400	3,400	
4,844	6,350	4,500	TOTAL EMERGENCY SERVICES PROGRAM RESOURCES	3,400	3,400	-

			BUILDING PROGRAM RESOURCES			
66,584	61,512	482,040	CONSTRUCTION EXCISE TAX	50,000	50,000	
107,623	40,050	-	BUILDING PERMIT FEES	2,000	2,000	
4,206	2,300	2,000	CITY PERMIT FEES	2,000	2,000	
-	-	-	TRANSFER FROM GENERAL FUND FOR LINN COUNTY BUILDING PERMITS	-	-	-
178,413	103,862	484,040	TOTAL BUILDING PROGRAM RESOURCES	54,000	54,000	-

			EQUIPMENT REPLACEMENT PROGRAM RESOURCES			
-	-	-	TOTAL EQUIPMENT REPLACEMENT PROGRAM RESOURCES	-	-	-

			CITY EVENTS PROGRAM RESOURCES			
14,946	400	40,000	MILLERSBURG CELEBRATION	-	-	-
			SPONSORSHIPS	-	-	
			REVENUE	-	-	-
14,946	400	40,000	TOTAL CITY EVENTS PROGRAM RESOURCES	-	-	-

151,511	190,729	478,255	RESTRICTED FUNDS (SDC'S)	374,166	374,166	-
7,497,171	7,553,954	8,695,154	AVAILABLE RESOURCES	9,262,553	9,262,553	-
7,648,682	7,744,683	9,173,409	TOTAL GENERAL FUND RESOURCES	9,636,719	9,636,719	-

FUND NARRATIVE

General Fund: General Fund (01-40)

Responsible Manager/Title: Janelle Booth, City Manager

Functions and Responsibilities

- Provide excellent service to our customers by treating everyone with empathy, respect, kindness, patience, and consideration.
- Provide management oversight for Strategic Plan initiatives.
- Develop and maintain policies and procedures which provide budget guidance and fiscal responsibility.
- Ensure adequate staffing, policies and procedures and programs are in place to meet community needs and expectations.
- Support the safety, administrative, and regulatory needs of citizens.
- Develop and enhance opportunities to communicate with citizens.
- Seek out and provide opportunities for citizens to volunteer in support of their community.
- Provide economic development and support for existing and future businesses.
- Market City-owned property to the best advantage of our community.
- Invest in tools, programs, processes, and training that enhance the professionalism by which the city is governed and managed.

Strategies/Actions

Strategic Priority	Target Date	Status	Goals/Objectives
Community Governance	May-25	Pending	Update Strategic Plan
Development	Jun-26	In Progress	Development of City industrial properties
	Ongoing	In Progress	Update City Comprehensive Plan
Public Infrastructure	Sept-25	Pending	City Hall Siding and Paint CIP #1013
	2025-26	Pending	HVAC Unit Replacmenet CIP #1015
	2025-26	Pending	LED Lighting Upgrades City Hall CIP #1016
	2025-26	Pending	Generator Fence CIP #1017
	2027-28	Pending	Maintenance Facility and Yard CIP #1011

CITY OF MILLERSBURG
GENERAL FUND - ADMINISTRATION PROGRAM
FY 2025-2026

Actual FY 2022-2023	Actual FY 2023-2024	Adopted FY 2024-2025	Account #	ADMINISTRATION PROGRAM EXPENDITURES	Proposed FY 2025-2026	Approved FY 2025-2026	Adopted FY 2025-2026
				PERSONNEL SERVICES			
126,239	150,053	179,393	01-40-110	CITY MANAGER (1 FTE)	204,334	204,334	
153,668	164,943	227,433	01-40-111	ENGINEERING SERVICES DIRECTOR/CITY ENGINEER (1 FTE)	140,252	140,252	
87,673	82,852	85,865	01-40-112	FINANCE MANAGER/CITY RECORDER (1 FTE)	100,901	100,901	
115,503	130,588	142,080	01-40-113	COMMUNITY DEVELOPMENT DIRECTOR (1 FTE)	144,598	144,598	
41,859	39,995	44,817	01-40-114	BILLING/COLLECTION SPECIALIST (0.75 FTE)	44,753	44,753	
30,894	25,229	35,554	01-40-115	OFFICE ASSISTANT - FINANCIAL (0.625 FTE)	32,768	32,768	
75,309	80,789	83,393	01-40-120	MAINTENANCE SUPERVISOR (1 FTE)	87,796	87,796	
52,444	56,659	59,489	01-40-121	MAINTENANCE ASSISTANT (1 FTE)	63,115	63,115	
-	-	28,600	01-40-125	ADMINISTRATIVE SUPPORT (0.25 FTE)	14,300	14,300	
-	1,772	20,000	01-40-129	OVERTIME	20,000	20,000	
223,718	67,708	88,396	01-40-130	PAYROLL TAXES	72,916	72,916	-
168,017	213,323	251,379	01-40-131	PERS	264,357	264,357	-
93,939	103,043	134,670	01-40-132	MEDICAL INSURANCE	146,790	146,790	
4,249	9,272	9,544	01-40-133	DISABILITY INSURANCE AND WORKERS COMP	10,162	10,162	
45	-	-	01-40-134	SUPPLEMENTAL INSURANCE	-	-	-
11,134	9,979	11,841	01-40-135	DENTAL & VISION INSURANCE	14,400	14,400	
1,184,688	1,136,205	1,402,453		TOTAL PERSONNEL SERVICES	1,361,442	1,361,442	-
				MATERIALS & SERVICES			
8,882	13,762	15,000	01-40-210	CONSULTANTS - ENGINEERING	15,000	15,000	
8,137	4,800	7,000	01-40-211	BIDS PUBLICATION	7,000	7,000	
55,321	59,461	66,049	01-40-212	PROPERTY/CASUALTY/LOSS INSURANCE	72,500	72,500	
2,985	23,952	18,000	01-40-213	CITY HALL BUILDING AND SIGNS	15,000	15,000	-
		7,000		LED LIGHT UPGRADES - OFFICES AND HALLWAYS			
		10,000		MISCELLANEOUS	10,000	10,000	
		1,000		BARK	-	-	
				SIGNAGE AND LIGHTING - CITY ENTRANCE SIGNS	5,000	5,000	
		-		CITY HALL EXPANSION MASTER PLANNING	-	-	-
19,261	19,544	23,728	01-40-215	CITY HALL UTILITIES	29,457	29,457	-
		-		WATER	5,200	5,200	
		-		SEWER	1,100	1,100	
		14,028		ELECTRIC	14,603	14,603	
		7,500		INTERNET (FIBER) AND PHONE SERVICE	6,305	6,305	
		700		BUSINESS CONNECTIONS	750	750	
		1,500		GARBAGE	1,500	1,500	
8,299	12,855	12,000	01-40-216	MERCHANT FEES	15,000	15,000	
18,000	20,000	35,000	01-40-217	COMMUNITY SUPPORT	35,000	35,000	-
		1,000		COG - STAND BY ME, OR	1,000	-	
		5,000		ABC HOUSE	5,000	5,000	
		5,000		ALBANY BOYS AND GIRLS CLUB	5,000	5,000	
		1,500		LINN COUNTY FAIR AND EXPO	1,500	1,000	

CITY OF MILLERSBURG
GENERAL FUND - ADMINISTRATION PROGRAM
FY 2025-2026

		3,000		NW ART AND AIR FESTIVAL	3,000	3,000	
		2,400		HONOR FLIGHT	2,400	3,000	
		1,500		SOUTH ALBANY HIGH SCHOOL ALL NIGHT PARTY	1,500	2,300	
		1,500		TIMBER RIDGE PTC	1,500	2,000	
		5,000		MILLER CEMETERY ASSOCIATION	5,000	5,500	
		2,500		MORNINGSTAR GRANGE	2,500	2,500	
		6,600		MISCELLANEOUS	6,600	5,700	
4,146	1,992	5,000	01-40-218	CALL-A-RIDE	5,000	5,000	
5,652	7,254	12,000	01-40-220	POSTAGE AND SHIPPING	12,000	12,000	
27,939	11,838	25,000	01-40-221	MATERIALS & SUPPLIES	25,000	25,000	
24,616	43,042	37,250	01-40-222	OFFICE EQUIPMENT AND SOFTWARE	30,400	30,400	-
		6,200		COPIER LEASE	7,500	7,500	
		3,450		PLOTTER LEASE/PURCHASE	-	-	
		2,400		PRINTERS AND FOLDER LEASE	2,400	2,400	
		12,000		IT EQUIPMENT (COMPUTERS, ETC.)	6,000	6,000	
		7,500		SOFTWARE (OFFICE 365, GIS, PHOTOSHOP, ETC.)	8,000	8,000	
		1,700		IPAD, PHONE, AND PARK WIFI HOTSPOT	2,000	2,000	
				SUPPLIES	500	500	
		4,000		ADDITIONAL SECURITY CAMERAS AT CITY HALL	4,000	4,000	
80,055	82,848	102,210	01-40-223	CONTRACTED SERVICES	99,190	99,190	-
		2,000		PROFESSIONAL SECURITY ALARM	3,000	3,000	
		8,000		OREGON CASCADES WEST COG - TECH SUPPORT	8,640	8,640	
		25,000		BILLING/UTILITY SYSTEM ANNUAL COST (CASELLE)	27,000	27,000	
		6,500		HVAC MAINTENANCE	7,050	7,050	
		19,500		LANDSCAPING (CITY HALL)	19,500	19,500	
		9,000		JANITORIAL	9,000	9,000	
		1,300		HEATH'S LAUNDRY - RUGS	1,300	1,300	
		4,000		MISCELLANEOUS	4,000	4,000	
		600		PEST CONTROL	700	700	
		15,750		CIVIC PLUS - WEBSITE, CODE HOSTING, AND UPDATES	16,000	16,000	
		3,000		BRUSH REMOVAL	3,000	3,000	
		7,560		TEMPORARY OFFICE COVERAGE	-	-	
848	1,001	14,800	01-40-224	CITY COUNCIL	14,800	14,800	
3,946	4,849	10,000	01-40-225	EDUCATION & TRAINING	10,000	10,000	
9,445	5,328	17,000	01-40-226	MEETINGS & TRAVEL	17,000	17,000	
14,547	16,727	18,000	01-40-227	DUES & SUBSCRIPTIONS	20,000	20,000	
29,599	-	-	01-40-229	ECONOMIC DEVELOPMENT	-	-	
339,371	248,927	260,000	01-40-230	LEGAL SERVICES	200,000	200,000	
6,048	7,360	8,000	01-40-231	LIBRARY SERVICES	9,000	9,000	
1,058	1	1,200	01-40-232	LGIP / BANK FEES	2,000	2,000	
391	555	1,000	01-40-233	MILEAGE	1,000	1,000	
17,786	13,591	-	01-40-235	CONSULTANTS - PLANNING	120,000	120,000	-
				LAND USE PLANNING	-	-	
				CODIFICATION OF NEW CODE	-	-	

**CITY OF MILLERSBURG
GENERAL FUND - ADMINISTRATION PROGRAM
FY 2025-2026**

				ECONOMIC OPPORTUNITIES ANALYSIS	-	-	
				URBAN RESERVE	120,000	120,000	
25,800	20,300	23,100	01-40-236	ACCOUNTING & AUDIT	24,200	24,200	
900	-		01-40-237	PRINTING & ADVERTISING	-	-	
3,291	1,101	1,300	01-40-238	PROPERTY TAXES	1,300	1,300	
10,237	628	45,000	01-40-239	RENTAL PROPERTY	3,000	3,000	
2,468	2,520	2,940	01-40-240	CELL PHONE REIMBURSEMENT	2,520	2,520	
41,216	142,969	-	01-40-300	REFUNDS - CONSTRUCTION BONDS	-	-	-
35,184	-	-	01-40-650	MISCELLANEOUS EXPENSES	100	100	-
805,425	767,205	760,577		TOTAL MATERIALS & SERVICES	785,467	785,467	-
				CAPITAL OUTLAY			
-	53,913	-	01-40-710	CITY HALL IMPROVEMENTS - EMERGENCY GENERATOR FENCE	10,000	10,000	-
8,658		-	01-40-711	EQUIPMENT - HVAC UNITS REPLACEMENT	20,000	20,000	-
-		30,000	01-40-712	REPAIRS - CITY HALL SIDING AND PAINTING	37,000	37,000	
-	-	-	01-40-713	HOLIDAY LIGHT DISPLAY	-	-	-
-	15,212	20,000	01-40-714	OFFICE WORKSTATION UPGRADES	-	-	
-	26,027	-	01-40-716	CITY HALL DROP BOX AREA, ADA RAMPS, AND SIDEWALK	-	-	-
			01-40-717	CITY HALL LED LIGHT UPGRADES	30,000	30,000	
8,658	95,152	50,000		TOTAL CAPITAL OUTLAY	97,000	97,000	-
				TRANSFERS			
-	-	-	01-40-914	TRANSFER TO STREET FUND	-		
109,076	196,608	113,686	01-40-915	TRANSFER TO STORMWATER FUND	147,423	147,423	-
70,000		-	01-40-916	TRANSFER TO ECONOMIC DEVELOPMENT FUND	-	-	-
179,076	196,608	113,686		TOTAL TRANSFERS	147,423	147,423	-
				CONTINGENCY			
-	-	600,000	01-40-800	OPERATING CONTINGENCY	600,000	600,000	
2,177,847	2,195,170	2,926,716		TOTAL ADMINISTRATION PROGRAM EXPENDITURES	2,991,332	2,991,332	-
2,177,847	2,195,170	2,926,716		TOTAL ADMINISTRATION REQUIREMENTS	2,991,332	2,991,332	-

FUND NARRATIVE

General Fund: Parks and Rec (01-45, 01-46)

Responsible Manager/Title: Janelle Booth, City Manager

Functions and Responsibilities

- Fund 01-45 is for general operations of parks facilities and fund 01-46 is for SDC eligible park improvements.
- Increase the usability of the City Park facilities for recreational opportunities.
- To provide safe, sufficient, and useable park facilities which meet the needs of the community.
- To conduct ongoing maintenance of parks and public grounds to provide safe, pleasant, and presentable facilities.
- Support local teams through use of ball fields and equipment.
- Provide support for city events.
- Facilitate implementation of projects and initiatives identified in the Parks Master Plan.
- Provide administrative and technical support to Parks Commission.
- Provide for community needs through park shelter rentals.
- Support Millersburg residents through reimbursement programs.

Strategies/Actions

Strategic Priority	Target Date	Status	Goals/Objectives
Recreation	Ongoing	In Progress	Support Parks Commission
	Ongoing	In Progress	Pursue additional grants for development of new NW park
	2025-26	Pending	Tennis Court Resurfacing CIP #1105
	2025-26	In Progress	Construction of linear park Conser/Transition Parkway CIP #1123
	Summer-25	Pending	City Park restrooms wall coating CIP #1127
	2025	Pending	Drainage Improvements around Park Shelter CIP #1130
	2025-26	Pending	Playground Shade Cover CIP #1132
	2025-26	Pending	Additional Benches along Walking Path
	2025-26	Pending	Park Signage Update

CITY OF MILLERSBURG
GENERAL FUND - PARKS AND RECREATION PROGRAM
FY 2025-2026

Actual FY 2022-2023	Actual FY 2023-2024	Adopted FY 2024-2025	PARKS AND RECREATION PROGRAM EXPENDITURES	Proposed FY 2025-2026	Approved FY 2025-2026	Adopted FY 2025-2026
			MATERIALS & SERVICES			
9,257	9,912	15,000	PARKS & RECREATION - CITIZEN REIMBURSEMENT PROGRAM	15,000	15,000	
65,472	68,646	108,240	PARK SUPPLIES & MAINTENANCE	132,500	134,500	-
		8,000	MATERIALS (LANDSCAPING, SAND, CHIPS, ETC.)	8,000	8,000	
		17,000	MINOR EQUIPMENT, SUPPLIES, AND RENTALS	17,000	17,000	
		8,000	FUEL	7,000	7,000	
		10,000	CONTRACTED SERVICES - GENERAL	10,000	10,000	
		24,040	CONTRACTED SERVICES - SEASONAL HELP	50,000	50,000	
		4,200	POWER	4,200	4,200	
		7,000	EQUIPMENT PARTS AND REPAIRS	7,000	7,000	
		5,000	MISCELLANEOUS	5,000	5,000	
		7,000	GARBAGE SERVICE	7,000	7,000	
		5,000	VALLEY MERCHANT POLICE	5,000	5,000	
			AED - TRUCK AND SHOP		2,000	
		13,000	WATER	11,000	11,000	
			SEWER	1,300	1,300	
1,543	5,500	40,000	PARKS PROJECTS	31,200	31,200	-
		-	CITY PARK TREE REPLACEMENT	2,000	2,000	
		5,000	CITY PARK SIGNAGE UPDATE - INTERIOR SIGNS	5,000	5,000	
		12,000	CITY PARK REPLACE BENCHES/NEW BENCHES	9,200	9,200	
		3,500	CITY PARK AND ACORN PARK PLAY SAFETY SURFACE REFILL	3,500	3,500	
		1,500	BALL FIELD AMENDMENT	2,000	2,000	
		3,500	CITY PARK PARKING LOT STRIPING	3,500	3,500	
		2,500	CITY PARK PARKING LOT AND PATH CRACK SEAL	-	-	
		1,000	REPAIRS (PAVEMENT, ETC.)	1,000	1,000	
		5,000	5G WIRELESS ROUTER, SECURITY SYSTEM	-	-	
		6,000	REPLACE ONE HORSESHOE PIT WITH CORNHOLE	-	-	
			UPGRADE LIGHTING AT TENNIS COURT AND PARKING LOT TO LED	5,000	5,000	
-	25,276	-	SDC STUDY / PARK PLANNING	-	-	
		-	REFUNDS	-	-	
76,272	109,334	163,240	TOTAL MATERIALS & SERVICES	178,700	180,700	-

CITY OF MILLERSBURG
GENERAL FUND - PARKS AND RECREATION PROGRAM
FY 2025-2026

			CAPITAL OUTLAY			
99,095	247	27,000	PARK FACILITY BUILDINGS	40,000	40,000	-
		27,000	RESTROOMS WALL COATINGS	40,000	40,000	
	-	45,000	PARK FACILITY IMPROVEMENTS	94,000	94,000	-
		20,000	ACORN PARK FRONTAGE IMPROVEMENTS	-	-	
		25,000	MULTIUSE PATH REPAIR AND ADA CONNECTION	-	-	
			DRAINAGE IMPROVEMENTS AROUND PARK SHELTER	30,000	30,000	
			PLAYGROUND SHADE COVER	25,000	25,000	
			TENNIS COURT RESURFACING	39,000	39,000	
-	-	98,000	MAINTENANCE EQUIPMENT	-	3,500	-
		81,000	VENTRAC AND IMPLEMENTS	-	-	
		17,000	DUMP TRAILER	-	-	
			BALLFIELD DRAG	3,500	3,500	
99,095	247	170,000	TOTAL CAPITAL OUTLAY	134,000	137,500	-
175,367	109,581	333,240	TOTAL PARKS AND RECREATION PROGRAM EXPENDITURES	312,700	318,200	-

CITY OF MILLERSBURG
GENERAL FUND - PARKS AND RECREATION PROGRAM
FY 2025-2026

Actual FY 2022-2023	Actual FY 2023-2024	Adopted FY 2024-2025	PARKS AND RECREATION SDC PROGRAM EXPENDITURES	Proposed FY 2025-2026	Approved FY 2025-2026	Adopted FY 2025-2026
-	-	-	SDC-R	-	-	-
30,000			SDC-I RSIS REIMBURSABLE	-	-	-
-	-	-	SDC-I	-	-	-
30,000	-	-	TOTAL CAPITAL OUTLAY	-	-	-
			TRANSFERS			
		130,000	SDC-I RSIS REIMBURSABLE	195,000	195,000	-
		130,000	TRANSITION PARKWAY - TRANSFER TO ECONOMIC DEVELOPMENT FUND	195,000	195,000	
		75,000	SDC-R RSIS REIMBURSABLE	-	-	-
		75,000	TRANSITION PARKWAY - TRANSFER TO ECONOMIC DEVELOPMENT FUND	-	-	
-	-	205,000	TOTAL TRANSFERS	195,000	195,000	-
30,000	-	205,000	TOTAL PARKS AND RECREATION SDC PROGRAM EXPENDITURES	195,000	195,000	-

205,367	109,581	538,240	TOTAL PARKS AND RECREATION EXPENDITURES	507,700	513,200	-
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Actual FY 2022-2023	Actual FY 2023-2024	Adopted FY 2024-2025	PARKS AND RECREATION SUMMARY	Proposed FY 2025-2026	Approved FY 2025-2026	Adopted FY 2025-2026
			RESERVE ACCOUNTS			
-	-	273,255	CIP PROJECT LIST - SDC FUNDING	179,166	179,166	-
			CIP PROJECT LIST - ALL OTHER PROJECTS	100,000	100,000	
-	-	273,255	TOTAL RESERVE ACCOUNTS	279,166	279,166	-
-	-	273,255	TOTAL OTHER PARKS AND RECREATION REQUIREMENTS	279,166	279,166	-

205,367	109,581	811,495	TOTAL PARKS AND RECREATION REQUIREMENTS	786,866	792,366	-
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FUND NARRATIVE

General Fund: Emergency Services (01-50)

Responsible Manager/Title: Janelle Booth, City Manager

Functions and Responsibilities

- Provide effective emergency services to the community.
- Ensure adequate staffing is in place to match the demands of the growing community.
- Support the safety, administration, and regulatory needs of the citizens.
- Conduct an annual review of crimes and calls for service with the Linn County Sheriff's Office to ensure adequate support is provided.
- Maintain contract law enforcement, fire, emergency, and life safety services which are sufficient to meet the needs of our community.
- Maintain current fire/emergency staffing levels and evaluate need for increased staffing levels to meet growth demands in the future.
- Provide funding for Equipment Replacement Fund (to Albany Fire).

Strategies/Actions

Strategic Priority	Target Date	Status	Goals/Objectives
Safety	Ongoing	Pending	Evaluate increased contract hours with LCSO with assessed value increases related to new industries
	Ongoing	Pending	Evaluate additional fire service staffing with assessed value increases related to new industries

CITY OF MILLERSBURG
GENERAL FUND - EMERGENCY SERVICES PROGRAM
FY 2025-2026

Actual FY 2022-2023	Actual FY 2023-2024	Adopted FY 2024-2025	EMERGENCY SERVICES PROGRAM EXPENDITURES	Proposed FY 2025-2026	Approved FY 2025-2026	Adopted FY 2025-2026
			MATERIALS & SERVICES			
1,500,654	1,498,889	1,576,866	CONTRACTED FIRE SERVICES	1,703,738	1,703,738	
145,576	151,396	165,000	LINN COUNTY CONTRACTED SHERIFF	173,201	173,201	
18,116	17,671	24,000	UTILITIES - FIRE STATION	26,000	26,000	
30,105	1,600	5,000	EQUIPMENT, FURNISHINGS AND UPKEEP	5,000	5,000	
3,838	7,560	12,400	MAINTENANCE AND SUPPLIES	15,400	15,400	-
		4,500	GENERATOR MAINTENANCE/FUEL	4,500	4,500	
		2,300	FIRE ALARM/SPRINKLER MONITORING	2,300	2,300	
		3,600	HVAC MAINTENANCE	3,600	3,600	
		2,000	UPS MAINTENANCE	5,000	5,000	
-	35,000	35,000	EQUIPMENT REPLACEMENT TO ALBANY	35,000	35,000	
1,698,289	1,712,116	1,818,266	TOTAL MATERIALS & SERVICES	1,958,338	1,958,338	-
			CAPITAL OUTLAY			
	16,674	-	AUTO PULSE	-	-	-
-		-	PERMANENT FIRE STATION DESIGN	-	-	-
666,261		-	FIRE FACILITY CONSTRUCTION	-	-	-
666,261	16,674	-	TOTAL CAPITAL OUTLAY	-	-	-
-	-	35,000	CONTINGENCY	35,000	35,000	
2,364,549	1,728,790	1,853,266	TOTAL EMERGENCY SERVICES PROGRAM EXPENDITURES	1,993,338	1,993,338	-

2,364,549	1,728,790	1,853,266	TOTAL EMERGENCY SERVICES EXPENDITURES	1,993,338	1,993,338	-
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Actual FY 2022-2023	Actual FY 2023-2024	Adopted FY 2024-2025	EMERGENCY SERVICES PROGRAM SUMMARY	Proposed FY 2025-2026	Approved FY 2025-2026	Adopted FY 2025-2026
			RESERVE ACCOUNTS			
-	-	-	FIRE FACILITY RESERVE	-	-	-
-	-	-	TOTAL EMERGENCY SERVICES PROGRAM RESERVE ACCOUNTS	-	-	-
-	-	-	TOTAL OTHER EMERGENCY SERVICES REQUIREMENTS	-	-	-

2,364,549	1,728,790	1,853,266	TOTAL EMERGENCY SERVICES REQUIREMENTS	1,993,338	1,993,338	-
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FUND NARRATIVE

General Fund: Building (01-52)

Responsible Manager/Title: Janelle Booth, City Manager

Functions and Responsibilities

- Support the safety, administrative, and regulatory needs of our community.
- The City of Millersburg contracts with Linn County through an Intergovernmental Agreement for our building, plumbing, mechanical, and electrical inspection services.
- Through this arrangement, Linn County issues permits and inspects per state building code requirements.
- With the County's transition to an online permitting system, the City no longer collects permit funds and transmits them to Linn County; applicants pay Linn County directly.
- This fund contains the pass-through costs to City of Albany for Fire review of building permits.
- This fund also contains construction excise taxes the City collects on behalf of Greater Albany Public School and transfers on a quarterly basis.

Strategies/Actions

Strategic Priority	Target Date	Status	Goals/Objectives
Development	Ongoing	In Progress	Provide review of building permit plans and electronic data input through Linn County's permit program.
	Ongoing	In Progress	Coordinate with Albany Fire for review of building permits and collection of fees.

**CITY OF MILLERSBURG
GENERAL FUND - BUILDING PROGRAM
FY 2025-2026**

Actual FY 2022-2023	Actual FY 2023-2024	Adopted FY 2024-2025	BUILDING PROGRAM EXPENDITURES	Proposed FY 2025-2026	Approved FY 2025-2026	Adopted FY 2025-2026
			MATERIALS & SERVICES			
27,133	79,911	482,000	PAYMENT TO GREATER ALBANY PUBLIC SCHOOL	50,000	50,000	
96,301	28,315	-	PAYMENT TO LINN COUNTY BUILDING DEPARTMENT	-	-	-
-	659	3,000	ALBANY FIRE DEPARTMENT REVIEW FEES	500	500	
123,434	108,885	485,000	TOTAL MATERIALS & SERVICES	50,500	50,500	-
123,434	108,885	485,000	TOTAL BUILDING PROGRAM EXPENDITURES	50,500	50,500	-

123,434	108,885	485,000	TOTAL BUILDING PROGRAM REQUIREMENTS	50,500	50,500	-
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FUND NARRATIVE

General Fund: Equipment Replacement (01-54)

Responsible Manager/Title: Janelle Booth, City Manager

Functions and Responsibilities

- Provides an equipment replacement program to replace equipment, excluding storm, water, and sewer fund equipment, when the end of its useful life has been reached.
- Equipment will be replaced when it is determined that due to its age, operations, maintenance costs and condition, obsolescence, and depreciation it is no longer economical to keep in service. Referred to as the life expectancy or economic life of the equipment.
- Provides funding for renovation/expansion/replacement of City Hall and Fire Station facilities.
- Ideally, monies are transferred on an annual basis to the equipment replacement program based on the economic life, replacement cost, and estimated return on invested funds for each asset in the equipment replacement program.

Strategies/Actions

Strategic Priority	Target Date	Status	Goals/Objectives
Community Governance, Safety, Recreation	Ongoing	In Progress	Develop and update equipment replacement schedule

CITY OF MILLERSBURG
GENERAL FUND - EQUIPMENT REPLACEMENT PROGRAM
FY 2025-2026

Actual FY 2022-2023	Actual FY 2023-2024	Adopted FY 2024-2025	EQUIPMENT REPLACEMENT PROGRAM EXPENDITURES	Proposed FY 2025-2026	Approved FY 2025-2026	Adopted FY 2025-2026
			CAPITAL OUTLAY			
-	-	-	IMPROVEMENTS (CITY HALL)	-	-	-
-	-	-	IMPROVEMENTS (CITY PARK)	-	-	-
-	-	-	VEHICLE (PARKS AND REC MAINTENANCE)	-	-	-
-	-	-	TOTAL CAPITAL OUTLAY	-	-	-
-	-	-	EQUIPMENT REPLACEMENT FUND EXPENDITURES	-	-	-

-	-	-	TOTAL EQUIPMENT REPLACEMENT PROGRAM EXPENDITURES	-	-	-
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Actual FY 2022-2023	Actual FY 2023-2024	Adopted FY 2024-2025	EQUIPMENT REPLACEMENT PROGRAM SUMMARY	Proposed FY 2025-2026	Approved FY 2025-2026	Adopted FY 2025-2026
			RESERVE ACCOUNTS			
-	-	100,000	EQUIPMENT REPLACEMENT - (GENERAL FUND ADMIN)	100,000	100,000	
-	-	100,000	EQUIPMENT REPLACEMENT - (GENERAL FUND PARKS AND REC EQUIPMENT)	100,000	100,000	
		200,000	FACILITIES RENOVATION, EXPANSION, AND REPLACEMENT	300,000	300,000	
-	-	400,000	TOTAL RESERVE ACCOUNTS	500,000	500,000	-
-	-	400,000	TOTAL OTHER EQUIPMENT REPLACEMENT PROGRAM REQUIREMENTS	500,000	500,000	-

-	-	400,000	TOTAL EQUIPMENT REPLACEMENT REQUIREMENTS	500,000	500,000	-
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FUND NARRATIVE

General Fund: City Events (01-56)

Responsible Manager/Title: Janelle Booth, City Manager

Functions and Responsibilities

- To provide community events to celebrate the Millersburg community and recognizing the importance of our local business and industries.
- Provide financial support for city events.
- Provide support to the Events Planning Committee.

Strategies/Actions

Strategic Priority	Target Date	Status	Goals/Objectives
Recreation	Annually	Ongoing	Provide resources and support for continuation of city events

**CITY OF MILLERSBURG
GENERAL FUND - MILLERSBURG CELEBRATION PROGRAM
FY 2025-2026**

Actual FY 2022-2023	Actual FY 2023-2024	Adopted FY 2024-2025	CITY EVENTS PROGRAM EXPENDITURES	Proposed FY 2025-2026	Approved FY 2025-2026	Adopted FY 2025-2026
			MATERIALS & SERVICES			
41,985	17,437	70,000	CELEBRATION EXPENSES	30,000	30,000	
41,985	17,437	70,000	TOTAL MATERIALS & SERVICES	30,000	30,000	-
41,985	17,437	70,000	TOTAL MILLERSBURG CELEBRATION EXPENDITURES	30,000	30,000	-

41,985	17,437	70,000	TOTAL MILLERSBURG CELEBRATION EXPENDITURES	30,000	30,000	-
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Actual FY 2022-2023	Actual FY 2023-2024	Adopted FY 2024-2025	CITY EVENTS PROGRAM SUMMARY	Proposed FY 2025-2026	Approved FY 2025-2026	Adopted FY 2025-2026
			RESERVE ACCOUNTS			
		-		-	-	-
-	-	-	TOTAL RESERVE ACCOUNTS	-	-	-
-	-	-	TOTAL OTHER MILLERSBURG CELEBRATION REQUIREMENTS	-	-	-

41,985	17,437	70,000	TOTAL MILLERSBURG CELEBRATION	30,000	30,000	-
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FUND NARRATIVE

Enterprise Fund: Streets (02-60)

Responsible Manager/Title: Andrew Potts, Engineering Services Director/City Engineer

Functions and Responsibilities

- Maintain our Transportation System Plan (TSP) to ensure City transportation system is designed and developed to accommodate future growth.
- Ensure the city street system is designed and maintained according to the TSP and appropriate safety requirements.
- Establish policies and projects which will address transportation needs for projected population growth and new development.
- Continually update and implement a proactive inspection and maintenance program for city streets and bridges.
- Provide a safe, adequate, and well-connected transportation system for all system users.
- Plan for public transportation systems as funding and opportunities allow.
- Enhance connectivity and provide a balanced multimodal transportation system for all travel modes, including pedestrian and bicycling.
- Promote economic development and mobility through the preservation of freight routes.

Strategies/Actions

Strategic Priority	Target Date	Status	Goals/Objectives
Public Infrastructure	Annual – as needed	Ongoing	Crack sealing
	Annual – as needed	Ongoing	Striping
	Summer-2024	Completed	Surface Treatment
	2025-26	Construction	Transition Parkway extension to Woods Road CIP #2026
	2025-26	Construction	Conser/Transition Parkway shared use path CIP #2026
	2026	Design	Bridge replacement Waverly Drive at Cox Creek CIP #2028
	2026	Pending	Streetlighting Woods Road CIP #2029
	2027	Design	Woods Road Shared Use Path - North CIP#2039a
	2025	Pending	Woods Road Crosswalk at Evergreen CIP#2050
	2025	Pending	Sidewalk infill Woods Road at Riverstone Loop

**CITY OF MILLERSBURG
STREET FUND 02
FY 2025-2026**

Actual FY 2022-2023	Actual FY 2023-2024	Adopted FY 2024-2025	STREET PROGRAM RESOURCES	Proposed FY 2025-2026	Approved FY 2025-2026	Adopted FY 2025-2026
250,572	385,504	263,479	BEGINNING FUND BALANCE	720,566	720,566	
		-	BEGINNING FUND BALANCE BIKE/PED	-	-	-
437,500	437,500	475,096	OTHER RESTRICTED FUNDS	497,601	497,601	-
		104,568	PERLENFEIN/ZUHLKE RESERVATION - RESTRICTED FUNDS	109,522	109,522	
		370,528	SUNIGA/MILLERSBURG DR RESERVATION - RESTRICTED FUNDS	388,079	388,079	
94	-	-	PCPI FEES - STREETS	-	-	
-	-	-	CONNECTION CHARGES - STREETS	-	-	
243,229	249,286	257,496	HIGHWAY USE TAX	260,309	260,309	
		254,921	HWY USE TAX ROADS	257,706	257,706	-
		2,575	BIKE/PED	2,603	2,603	-
94,000	100,000	-	GRANT FUNDS - STREETS	35,000	90,000	
106,801	72,757	16,466	INTEREST RECEIVED	37,981	37,981	-
-	-	-	MISC REVENUE - STREETS	-		
1,132,196	1,245,047	1,012,537	TOTAL STREET PROGRAM RESOURCES	1,551,457	1,606,457	-

			STREET SDC PROGRAM RESOURCES			
1,963,547	1,724,583	834,225	BEGINNING SYSTEM DEVELOPMENT CHARGES (SDC) BALANCE	2,317,937	2,317,937	-
		209,707	BEGINNING SDC-R BALANCE	1,273,415	1,273,415	
		624,519	BEGINNING SDC-I BALANCE	1,044,522	1,044,522	
135,603	123,008	1,935,134	SDC FEES - STREETS	37,265	37,265	-
		654,751	STREET SDC-R FEES	12,670	12,670	
		1,280,383	STREET SDC-I FEES	24,595	24,595	
2,099,150	1,847,591	2,769,359	STREET SDC PROGRAM RESOURCES	2,355,202	2,355,202	-

2,536,650	2,285,091	3,244,455	RESTRICTED FUNDS	2,852,803	2,852,803	-
694,696	807,547	537,441	AVAILABLE RESOURCES	1,053,856	1,108,856	-
3,231,346	3,092,638	3,781,896	TOTAL STREET FUND RESOURCES	3,906,660	3,961,660	-

**CITY OF MILLERSBURG
STREET FUND 02
FY 2025-2026**

Actual FY 2022-2023	Actual FY 2023-2024	Adopted FY 2024-2025	STREET PROGRAM EXPENDITURES	Proposed FY 2025-2026	Approved FY 2025-2026	Adopted FY 2025-2026
			MATERIALS & SERVICES			
21,342	7,189	20,000	CONSULTANTS ENGINEERING	20,000	20,000	
21,412	1,471	10,000	PRIVATE CONSTRUCTION OF PUBLIC INFRASTRUCTURE (PCPI) INSPECTION SERVICES	5,000	5,000	
8,603	911	10,000	MISCELLANEOUS	10,000	10,000	
	-	-	TRANSPORTATION SYSTEM PLAN UPDATE	100,000	100,000	
26,703	33,506	32,000	STREET SWEEPING	35,000	38,000	
25,954	10,912	150,000	STREET & ROAD REPAIR	77,000	77,000	-
		10,000	CRACK SEALING	15,000	15,000	
		100,000	SURFACE TREATMENT	-	-	
		10,000	THERMOPLASTIC STOP BARS AND LEGENDS/STRIPING/CURB PAINTING	32,000	32,000	
		-	BRIDGE MAINTENANCE	-	-	
		30,000	MISCELLANEOUS REPAIRS	30,000	30,000	
		-	STREET CONDITION ASSESSMENT	-	-	
40,033	44,726	53,000	STREET LIGHTS POWER	55,000	55,000	
3,629	2,246	6,000	SIGNS	6,000	6,000	
-	-	5,000	RADAR SPEED SIGN	5,000	5,000	
-	-	-	REFUNDS	-	-	
147,675	100,961	286,000	TOTAL MATERIALS & SERVICES	313,000	316,000	-
			CAPITAL OUTLAY			
13,862	127,135	40,000	STREET CONSTRUCTION	52,000	52,000	-
		-	WOODS RD CROSSING AT EVERGREEN	12,000	12,000	
		40,000	SIDEWALK INFILL	40,000	40,000	
2,316	-	15,000	STREET LIGHTING CAPITAL IMPROVEMENTS	15,000	15,000	
10,000	-	-	PROPERTY DEVELOPMENT FOR FUTURE ROADS	-	-	
-	-	-	BIKE/PED PROJECTS	-	-	
22,681	109,501	-	WOODS ROAD SHARED USE PATH	-	-	
-	-	-	RSIS REIMBURSEMENT ELIGIBLE	-	-	
-	463	-	COX CREEK BRIDGE	-	-	
48,859	237,099	55,000	TOTAL CAPITAL OUTLAY	67,000	67,000	-
			TRANSFERS			
112,657	125,119	152,526	TRANSFER TO GENERAL FUND - ADMIN PERSONNEL SERVICES	139,950	139,950	-
		8,970	5% CITY MANAGER	10,217	10,217	-
		45,487	20% ASSISTANT CITY MANAGER/CITY ENGINEER	28,050	28,050	-
		4,293	5% CITY RECORDER	5,045	5,045	-
		7,104	5% COMMUNITY DEVELOPMENT DIRECTOR	7,230	7,230	-
		-	0% BILLING/COLLECTION SPECIALIST	-	-	-
		3,555	10% OFFICE ASSISTANT	3,277	3,277	-
		16,679	20% MAINTENANCE SUPERVISOR	17,559	17,559	-
		11,898	20% MAINTENANCE ASSISTANT	12,623	12,623	-

**CITY OF MILLERSBURG
STREET FUND 02
FY 2025-2026**

		54,541	11% BENEFITS	55,949	55,949	-
		-	TRANSFER TO ECONOMIC DEVELOPMENT FUND	-	-	-
		-	TRANSITION PARKWAY DESIGN	-	-	-
		-	TRANSITION PARKWAY CONSTRUCTION	-	-	-
112,657	125,119	152,526	TOTAL TRANSFERS	139,950	139,950	-
			CONTINGENCY			
		50,000	OPERATING CONTINGENCY		50,000	
309,192	463,179	543,526	TOTAL STREET PROGRAM EXPENDITURES	519,950	572,950	-

**CITY OF MILLERSBURG
STREET FUND 02
FY 2025-2026**

			STREET SDC PROGRAM EXPENDITURES			
			CAPITAL OUTLAY			
-	5,971	180,000	SDC-R	164,000	164,000	-
		90,000	WOODS ROAD SHARED USE PATH	90,000	90,000	
		90,000	COX CREEK BRIDGE	74,000	74,000	
65,009	7,009	110,000	SDC-I	110,000	110,000	-
		110,000	WOODS ROAD SHARED USE PATH	110,000	110,000	
309,558	971,000	-	SDC-I RSIS REIMBURSEMENT	-	-	-
-	-	-	TRANSITION PARKWAY - TRANSFER TO ECONOMIC DEVELOPMENT FUND	-	-	-
374,567	983,980	290,000	TOTAL SDC CAPITAL OUTLAY	274,000	274,000	-
			TRANSFERS			
-	-	-	SDC-R RSIS REIMBURSABLE	1,060,000	1,060,000	-
			TRANSITION PARKWAY - TRANSFER TO ECONOMIC DEVELOPMENT FUND	1,060,000	1,060,000	
-	-	1,699,000	SDC-I RSIS REIMBURSABLE	358,000	358,000	-
		1,699,000	TRANSITION PARKWAY - TRANSFER TO ECONOMIC DEVELOPMENT FUND	358,000	358,000	
-	-	1,699,000	TOTAL SDC TRANSFERS	1,418,000	1,418,000	-
374,567	983,980	1,989,000	TOTAL STREET SDC PROGRAM EXPENDITURES	1,692,000	1,692,000	-

683,759	1,447,159	2,532,526	TOTAL STREET FUND EXPENDITURES	2,211,950	2,264,950	-
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Actual FY 2022-2023	Actual FY 2023-2024	Adopted FY 2024-2025	STREET FUND SUMMARY	Proposed FY 2025-2026	Approved FY 2025-2026	Adopted FY 2025-2026
			RESERVE ACCOUNTS			
-	-	1,249,370	FUTURE PROJECTS	1,694,710	1,696,710	
-	-	1,249,370	TOTAL RESERVE ACCOUNTS	1,694,710	1,696,710	-
2,547,587	1,645,479	(0)	UNAPPROPRIATED ENDING FUND BALANCE	(0)	(0)	-
2,547,587	1,645,479	1,249,370	TOTAL OTHER STREET FUND REQUIREMENTS	1,694,710	1,696,710	-

3,231,346	3,092,638	3,781,896	TOTAL STREET FUND REQUIREMENTS	3,906,660	3,961,660	-
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FUND NARRATIVE

Enterprise Fund: Stormwater (03-70)

Responsible Manager/Title: Andrew Potts, Engineering Services Director/City Engineer

Functions and Responsibilities

- To provide a safe and adequate stormwater conveyance system for residents, businesses, and industries within the city.
- To inspect and maintain the conveyance system elements in a systematic way on a regular basis.
- To respond to stormwater emergencies in a timely manner.
- To comply with all requirements of the TMDL program and MS4 permit, administered by Oregon DEQ.
- To project future needs, plan for future growth / expansion, and develop programs to address regulatory requirements while working toward a financially self-supporting utility.

<u>Strategies/Actions</u>			
Strategic Priority	Target Date	Status	Goals/Objectives
Public Infrastructure	Annually	Ongoing	Inspection and cleaning of catch basins and manholes
	Annually	Ongoing	Clean and TV pipe system
	Annually in Sept/Oct	Ongoing	Brush clearing Crooks Creek fronting City-owned property as needed
	Summer-25	Pending	Clean/replace stormfilter cartridges

**CITY OF MILLERSBURG
STORMWATER FUND 03
FY 2025-2026**

Actual FY 2022-2023	Actual FY 2023-2024	Adopted FY 2024-2025	STORMWATER PROGRAM RESOURCES	Proposed FY 2025-2026	Approved FY 2025-2026	Adopted FY 2025-2026
154,556	79,210	156,253	BEGINNING FUND BALANCE	107,510	107,510	
914	-	-	PCPI FEES - STORMWATER	-	-	
-	19,550	-	CONNECTION CHARGES - STORMWATER	-	-	
			GRANT FUNDS - STORMWATER	-	-	
109,076	196,608	113,686	TRANSFERS IN FROM GENERAL FUND	147,423	147,423	
3,940	5,215	4,688	INTEREST RECEIVED	4,344	4,344	-
-	-	-	MISC REVENUE - STORMWATER	-	-	
268,486	300,583	274,627	TOTAL STORMWATER PROGRAM RESOURCES	259,277	259,277	-

			STORMWATER SDC PROGRAM RESOURCES			
27,060	41,094	51,260	BEGINNING SYSTEM DEVELOPMENT CHARGES (SDC) BALANCE	66,239	66,239	-
		2,951	BEGINNING SDC-R BALANCE	3,844	3,844	
		48,308	BEGINNING SDC-I BALANCE	62,395	62,395	
14,034	12,590	3,765	SDC FEES - STORMWATER	1,500	1,500	-
		217	STORMWATER SDC-R FEES	90	90	
		3,548	STORMWATER SDC-I FEES	1,410	1,410	
41,094	53,684	55,025	STORMWATER SDC PROGRAM RESOURCES	67,739	67,739	-

309,580	354,267	329,651	TOTAL STORMWATER FUND RESOURCES	327,016	327,016	-
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**CITY OF MILLERSBURG
STORMWATER FUND 03
FY 2025-2026**

Actual FY 2022-2023	Actual FY 2023-2024	Adopted FY 2024-2025	STORMWATER PROGRAM EXPENDITURES	Proposed FY 2025-2026	Approved FY 2025-2026	Adopted FY 2025-2026
			MATERIALS & SERVICES			
-	-	10,000	CONSULTANTS ENGINEERING	5,000	5,000	
21,412	1,471	10,000	PRIVATE CONSTRUCTION OF PUBLIC INFRASTRUCTURE (PCPI) INSPECTION SERVICES	10,000	10,000	
62,702	-	-	PLANS AND STUDIES	-	-	
13,264	12,066	92,000	STORM DRAINS & DITCHES	95,000	95,000	-
		-	STORMFILTER CARTRIDGE REPLACEMENT	5,000	5,000	
		25,000	INSPECT AND CLEAN CATCH BASINS AND MANHOLES	50,000	50,000	
		45,000	CLEAN AND TV PIPES	20,000	20,000	
		10,000	BRUSH CLEARING CROOKS CREEK BASIN	10,000	10,000	
		10,000	MISCELLANEOUS	10,000	10,000	
		2,000	CMMS CHARGES	-	-	
-	-	1,000	EDUCATION AND OUTREACH	1,000	1,000	
224	21,894	20,000	STORMWATER PROGRAM SUPPORT	20,000	20,000	-
		10,000	EPSC INSPECTIONS	10,000	10,000	
		10,000	MISCELLANEOUS	10,000	10,000	
-	-	-	REFUNDS	-	-	
97,603	35,431	133,000	TOTAL MATERIALS & SERVICES	131,000	131,000	-
			CAPITAL OUTLAY			
-	-	-	STORMWATER CONSTRUCTION	-	-	-
		-		-	-	-
-	-	-	TOTAL CAPITAL OUTLAY	-	-	-

**CITY OF MILLERSBURG
STORMWATER FUND 03
FY 2025-2026**

			TRANSFERS			
91,673	102,118	121,626	TRANSFER TO GENERAL FUND ADMINISTRATION PERSONNEL SERVICES	108,277	108,277	-
		8,970	5% CITY MANAGER	10,217	10,217	-
		45,487	20% ASSISTANT CITY MANAGER/CITY ENGINEER	28,050	28,050	-
		4,293	5% CITY RECORDER	5,045	5,045	-
		-	0% BILLING/COLLECTION SPECIALIST	-	-	-
		1,778	5% OFFICE ASSISTANT - FINANCIAL	1,638	1,638	-
		12,509	15% MAINTENANCE SUPERVISOR	13,169	13,169	-
		8,923	15% MAINTENANCE ASSISTANT	9,467	9,467	-
		39,666	8% BENEFITS	40,690	40,690	-
91,673	102,118	121,626	TOTAL TRANSFERS	108,277	108,277	-
			CONTINGENCY			
-	-	20,000	OPERATING CONTINGENCY	20,000	20,000	

189,276	137,549	274,626	TOTAL STORMWATER FUND EXPENDITURES	259,277	259,277	-
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Actual FY 2022-2023	Actual FY 2023-2024	Adopted FY 2024-2025	STORMWATER PROGRAM SUMMARY	Proposed FY 2025-2026	Approved FY 2025-2026	Adopted FY 2025-2026
			RESERVE ACCOUNTS			
-	-	55,025	FUTURE PROJECTS	67,739	67,739	-
-	-	55,025	TOTAL RESERVE ACCOUNTS	67,739	67,739	-
120,304	216,718	-	UNAPPROPRIATED ENDING FUND BALANCE	(0)	-	-
120,304	216,718	55,025	TOTAL OTHER STORMWATER FUND REQUIREMENTS	67,739	67,739	-

309,580	354,267	329,651	TOTAL STORMWATER FUND REQUIREMENTS	327,016	327,016	-
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FUND NARRATIVE

Enterprise Fund: Sewer (04-80)

Responsible Manager/Title: Andrew Potts, Engineering Services Director/City Engineer

Functions and Responsibilities

- To provide a safe and adequate sewer collection system for residents, businesses, and industries within the city.
- Provide the funding mechanism for operational, treatment, capital, and legal costs associated with the wastewater collection system and the treatment system held in joint ownership with the City of Albany.
- Financial participation in projects at the Water Reclamation Facility (WRF) and Talking Water Gardens (TWG) per agreements with the City of Albany.
- To comply with all requirements of the NPDES discharge permit, held by the City of Albany.
- To inspect and maintain the collection system on a systematic, regular basis.
- To respond to wastewater emergencies in a timely manner.
- To provide service for new customers in a timely manner.
- To project future needs and plan for future growth / expansion while maintaining a financially self-supporting utility.

Strategies/Actions

Strategic Priority	Target Date	Status	Goals/Objectives
Public Infrastructure	Fall-2025	Design	Repair MHs at Burkhardt and ATI FM Discharges CIP#4042
	Annual	Ongoing	MH Inspections
	Annual	Ongoing	Inspect/Clean/TV Pipes
	2025	In Progress	NPDES Discharge Permit Renewal – City of Albany
	Ongoing	In Progress	Ongoing capital projects at the AM-WRF CIP#4045
	2026	Pending	Pump Capacity Upgrade at ATI Lift Station CIP #4016

**CITY OF MILLERSBURG
SEWER ENTERPRISE UTILITY FUND 04
FY 2025-2026**

Actual FY 2022-2023	Actual FY 2023-2024	Adopted FY 2024-2025	SEWER UTILITY ENTERPRISE PROGRAM FUND RESOURCES	Proposed FY 2025-2026	Approved FY 2025-2026	Adopted FY 2025-2026
3,435,139	3,329,542	3,722,162	BEGINNING FUND BALANCE	4,683,198	4,683,198	
1,358	-	-	PCPI FEES - SEWER	-	-	
1,235,416	1,493,976	1,300,000	USER FEES - SEWER	1,500,000	1,500,000	
35,691	15,206	-	CONNECTION CHARGES - SEWER	-	-	
36,663	36,488	36,313	DEQ WETLAND LOAN PAYMENTS FROM ALBANY	36,138	36,138	
-	-	80,000	GRANT FUNDS - SEWER	-	-	
105,318	307,475	130,264	INTEREST RECEIVED	156,465	156,465	-
-	-	-	MISC REVENUE - SEWER	-	-	-
4,849,586	5,182,687	5,268,740	TOTAL SEWER PROGRAM RESOURCES	6,375,800	6,375,800	-

			SEWER SDC PROGRAM RESOURCES			
430,793	536,825	619,986	BEGINNING SYSTEM DEVELOPMENT CHARGES (SDC) BALANCE	1,575,390	1,575,390	-
		186,394	BEGINNING SDC-R BALANCE	712,226	712,226	
		433,592	BEGINNING SDC-I BALANCE	863,165	863,165	
109,395	99,310	554,993	SDC FEES - SEWER	4,785	4,785	-
		305,455	SEWER SDC-R FEES (57% OF TOTAL SDC)	2,634	2,634	
		249,538	SEWER SDC-I FEES (43% OF TOTAL SDC)	2,152	2,152	
540,188	636,135	1,174,979	TOTAL SEWER SDC PROGRAM RESOURCES	1,580,175	1,580,175	-

540,188	636,135	1,174,979	RESTRICTED FUNDS (SDC'S)	1,580,175	1,580,175	-
4,849,586	5,182,687	5,268,740	AVAILABLE RESOURCES	6,375,800	6,375,800	-
5,389,774	5,818,822	6,443,719	TOTAL SEWER UTILTIY ENTERPRISE FUND RESOURCES	7,955,976	7,955,976	-

**CITY OF MILLERSBURG
SEWER ENTERPRISE UTILITY FUND 04
FY 2025-2026**

Actual FY 2022-2023	Actual FY 2023-2024	Adopted FY 2024-2025	SEWER UTILITY ENTERPRISE PROGRAM EXPENDITURES	Proposed FY 2025-2026	Approved FY 2025-2026	Adopted FY 2025-2026
			MATERIALS & SERVICES			
10,099	4,083	20,000	CONSULTANTS - ENGINEERING	25,000	25,000	
12,847	1,471	10,000	PRIVATE CONSTRUCTION OF PUBLIC INFRASTRUCTURE (PCPI) INSPECTION SERVICES	5,000	5,000	
212,968	307,480	350,000	O&M SEWER PLANT	375,000	375,000	
54,271	85,649	273,000	O&M COLLECTION SYSTEM	190,000	190,000	-
		18,000	MH INSPECTION	15,000	15,000	
		10,000	MH REPAIRS	10,000	10,000	
		120,000	INSPECT COLLECTION SYSTEM	40,000	40,000	
		30,000	FLOW MONITORING	30,000	30,000	
		5,000	REPAIRS	5,000	5,000	
		45,000	INDUSTRIAL PRETREATMENT LAB CHARGES	45,000	45,000	
		45,000	MAINTENANCE - CITY OF ALBANY	45,000	45,000	
-	-	-	RATE AND SYSTEM DEVELOPMENT CHARGES (SDC) STUDY	-	-	-
21,069	75,515	80,000	ALBANY-MILLERSBURG WATER RECLAMATION FACILITY LEGAL FEES	80,000	80,000	
28,044	20,232	30,000	SEWER MISCELLANEOUS EXPENSES AND LIFT STATION UTILITIES	30,000	30,000	
-	29,748	10,000	STUDIES - PERMIT RENEWAL	-	-	
-	15,466	55,000	FEASIBILITY STUDY	-	-	
-	-	-	REFUNDS	-	-	
339,299	539,644	828,000	TOTAL MATERIALS & SERVICES	705,000	705,000	-
			CAPITAL OUTLAY			
291,180	5,825	10,000	WETLANDS/WASTEWATER TREATMENT PLANT CAPITAL PROJECTS	106,200	106,200	-
		-	WRF SOLIDS HANDLING IMPROVEMENTS (COMPOSTING)	-	-	
		-	DEWATERING EQUIPMENT REPLACEMENT	-	-	
		10,000	AM-WRF FIRE PANELS	10,000	10,000	
		-	VLR REPLACEMENT	14,900	14,900	
		-	BLOWERS FOR VLRS	81,300	81,300	
-	-	-	SEWER LINE CONSTRUCTION	-	-	
-	-	40,000	SEWER LIFT STATION UPGRADES	80,000	80,000	-
		40,000	REPAIR AT BURKHART AND ATI LIFT STATION FORCE MAIN DISCHARGES	80,000	80,000	
291,180	5,825	50,000	TOTAL CAPITAL OUTLAY	186,200	186,200	-
			DEBT SERVICE			
321,764	327,420	333,175	DEBT SERVICE TO ALBANY	339,031	339,031	
50,000	50,000	50,000	WETLAND LOAN PAYMENT TO DEQ	50,000	50,000	
56,100	48,835	41,443	INTEREST PAYMENT TO ALBANY	33,921	33,921	
2,375	2,125	1,875	INTEREST PAYMENT TO DEQ	1,625	1,625	
430,239	428,380	426,493	TOTAL DEBT SERVICE	424,577	424,577	-

**CITY OF MILLERSBURG
SEWER ENTERPRISE UTILITY FUND 04
FY 2025-2026**

			TRANSFERS			
117,379	130,515	160,420	TRANSFER TO GENERAL FUND - ADMIN PERSONNEL SERVICES	148,247	148,247	-
		8,970	5% CITY MANAGER	10,217	10,217	-
		45,487	20% ASSISTANT CITY MANAGER/CITY ENGINEER	28,050	28,050	-
		12,880	15% CITY RECORDER	15,135	15,135	-
		-	0% COMMUNITY DEVELOPMENT DIRECTOR	-	-	-
		17,927	40% BILLING/COLLECTION SPECIALIST	17,901	17,901	-
		3,555	10% OFFICE ASSISTANT	3,277	3,277	-
		4,170	5% MAINTENANCE SUPERVISOR	4,390	4,390	-
		2,974	5% MAINTENANCE ASSISTANT	3,156	3,156	-
		-	0% ECONOMIC DEVELOPMENT	-	-	-
		64,458	13% BENEFITS	66,121	66,121	-
83,947	116,481	115,545	TRANSFER TO GENERAL FUND ADMINISTRATION - MATERIALS AND SERVICES	105,799	105,799	-
		107,295	GENERAL	96,889	96,889	-
		8,250	BILLING/UTILITY SYSTEM ANNUAL COST	8,910	8,910	-
258,000			TRANSFER TO ECONOMIC DEVELOPMENT FUND FROM SETTLEMENT	-		
459,326	246,996	275,966	TOTAL TRANSFERS	254,046	254,046	-
			CONTINGENCY			
-	-	100,000	OPERATING CONTINGENCY	100,000	100,000	
1,520,044	1,220,845	1,680,459	TOTAL SEWER PROGRAM EXPENDITURES	1,669,823	1,669,823	-

			SEWER SDC PROGRAM EXPENDITURES			
		-	SDC-R	-	-	-
		-		-	-	-
3,363	-	-	SDC-I	-	-	-
				-	-	-
3,363	-	-	TOTAL SDC EXPENDITURES	-	-	-
3,363	-	-	TOTAL SEWER SDC PROGRAM EXPENDITURES	-	-	-

1,523,407	1,220,845	1,680,459	TOTAL SEWER UTILITY ENTERPRISE FUND EXPENDITURES	1,669,823	1,669,823	-
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Actual FY 2022-2023	Actual FY 2023-2024	Adopted FY 2024-2025	SEWER UTILITY ENTERPRISE FUND SUMMARY	Proposed FY 2025-2026	Approved FY 2025-2026	Adopted FY 2025-2026
			RESERVE ACCOUNTS			
		4,763,260	FUTURE PROJECTS	6,286,152	6,286,152	
-	-	4,763,260	TOTAL RESERVE ACCOUNTS	6,286,152	6,286,152	-
3,866,367	4,597,977	0	UNAPPROPRIATED ENDING FUND BALANCE	0	-	-
3,866,367	4,597,977	4,763,260	TOTAL OTHER SEWER FUND REQUIREMENTS	6,286,152	6,286,152	-

5,389,774	5,818,822	6,443,719	TOTAL SEWER FUND REQUIREMENTS	7,955,976	7,955,976	-
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FUND NARRATIVE

Enterprise Fund: Water (05-90)

Responsible Manager/Title: Andrew Potts, Engineering Services Director/City Engineer

Functions and Responsibilities

- To provide a safe and adequate supply of potable water to residents, businesses, and industries in the city.
- Provides the funding mechanism for operational, treatment, capital, and legal costs associated with the water distribution system and the treatment system held in joint ownership with the City of Albany.
- Financial participation in projects at the Albany-Millersburg Water Treatment and Storage Facilities per the agreements with the City of Albany.
- To maintain a direct responsible control (DRC) license holder for the water distribution system, in accordance with requirements of the Oregon Health Authority (OHA).
- To meet all requirements of the OHA Drinking Water Services for sampling, reporting, and notification.
- To respond to water emergencies in a timely manner.
- To maintain the system to meet fire insurance rating requirement.
- To provide service for new customers in a timely manner.
- To project future needs and plan for future growth / expansion while maintaining a financially self-supporting utility.
- To meet the requirements of the Water Management and Conservation Plan, including an annual water audit, leak detection program, and meter testing program.
- To comply with Lead and Copper Rule Revision (LCRR) issued by EPA.

Strategies/Actions

Strategic Priority	Target Date	Status	Goals/Objectives
Public Infrastructure	Summer/Fall-25	In Progress	Transfer Services from AC Pipe in Old Salem Road north of Truax Creek CIP #5004
	2025-26	Construction	Extension of water line with Transition Parkway CIP #5018
	2025	In Progress	A-M WTP Capital Projects CIP #5019, #5025, #5028, and #5029
	2026-27	Pending	Water Main Replacement – Corrosion CIP #5026
	2025-26	Pending	Pretreatment intake study
	2026	Pending	Lead service line inventory (additional requirements)

**CITY OF MILLERSBURG
WATER ENTERPRISE UTILITY FUND 05
FY 2025-2026**

Actual FY 2022-2023	Actual FY 2023-2024	Adopted FY 2024-2025	WATER UTILITY ENTERPRISE FUND RESOURCES	Proposed FY 2025-2026	Approved FY 2025-2026	Adopted FY 2025-2026
1,929,610	2,309,906	2,460,364	BEGINNING FUND BALANCE	2,701,899	2,701,899	
726	-	-	PCPI FEES - WATER	-	-	-
5,225	26,085	-	WATER SERVICE AND METER INSTALLATION	-	-	-
1,186,126	1,364,361	1,250,000	USER FEES - WATER	1,350,000	1,350,000	
30,288	10,620	-	CONNECTION CHARGES - WATER	-	-	-
		-	GRANT FUNDS - WATER	-	-	-
119,857	102,233	70,379	INTEREST RECEIVED	72,937	72,937	-
		-	MISC REVENUE - WATER	-	-	-
3,271,832	3,813,205	3,780,743	TOTAL WATER PROGRAM RESOURCES	4,124,836	4,124,836	-

Actual FY 2022-2023	Actual FY 2023-2024	Adopted FY 2024-2025	WATER SDC PROGRAM RESOURCES	Proposed FY 2025-2026	Approved FY 2025-2026	Adopted FY 2025-2026
572,812	460,169	472,092	BEGINNING SYSTEM DEVELOPMENT CHARGES (SDC) BALANCE	215,595	215,595	-
		379,320	BEGINNING SDC-R BALANCE	201,724	201,724	
		92,772	BEGINNING SDC-I BALANCE	13,871	13,871	
71,942	66,640	219,040	SDC FEES - WATER	-	-	-
		129,264	WATER SDC-R FEES	-	-	
		89,776	WATER SDC-I FEES	-	-	
644,754	526,809	691,132	TOTAL WATER SDC PROGRAM RESOURCES	215,595	215,595	-

644,754	526,809	691,132	RESTRICTED FUNDS (SDC'S)	215,595	215,595	-
3,271,832	3,813,205	3,780,743	AVAILABLE RESOURCES	4,124,836	4,124,836	-
3,916,586	4,340,014	4,471,875	TOTAL WATER UTILITY ENTERPRISE FUND RESOURCES	4,340,431	4,340,431	-

CITY OF MILLERSBURG
WATER ENTERPRISE UTILITY FUND 05
FY 2025-2026

Actual FY 2022-2023	Actual FY 2023-2024	Adopted FY 2024-2025	WATER UTILITY ENTERPRISE FUND EXPENDITURES	Proposed FY 2025-2026	Approved FY 2025-2026	Adopted FY 2025-2026
			MATERIALS & SERVICES			
2,553	11,029	10,000	CONSULTANT - ENGINEERING	10,000	10,000	
12,847	2,206	15,000	PRIVATE CONSTRUCTION OF PUBLIC INFRASTRUCTURE (PCPI) INSPECTION SERVICES	15,000	15,000	
55,282	102,602	179,000	OPERATION & MAINTENANCE (O&M) TRANSMISSION LINES	176,000	176,000	-
			DIRECT RESPONSIBLE CHARGE (DRC) WATER SYSTEM OPERATOR	6,000	6,000	
		24,000	CUSTOMER SERVICE	24,000	24,000	
		16,000	UTILITY LOCATES	16,000	16,000	
		40,000	NEW SERVICES	30,000	30,000	
		17,000	REPAIRS	20,000	20,000	
		8,000	WATER QUALITY SAMPLING	8,000	8,000	
		12,000	METER READING	12,000	12,000	
		-	HYDRANT CLEANING/PAINTING	-	-	
		-	VALVE SURVEY AND SYSTEM FLUSHING	40,000	40,000	
		12,000	SYSTEM FLUSHING	-	-	
		15,000	LEAK DETECTION	15,000	15,000	
		10,000	LEAD SERVICE LINE REPLACEMENT	-	-	
		25,000	METER REPLACEMENT AND TESTING	5,000	5,000	
234,875	499,159	516,000	OPERATION & MAINTENANCE (O&M) WATER TREATMENT PLANT	600,000	600,000	
9,432	4,445	-	OMI SERVICES FOR DIRECT RESPONSIBLE CHARGE (DRC) WATER SYSTEM OPERATOR	-	-	-
4,425	30,000	-	REPORTS AND STUDIES	45,050	45,050	-
		-	WATER MANAGEMENT AND CONSERVATION PLAN	-	-	-
		-	ALBANY WATER MASTER PLAN	-	-	-
			PRETREATMENT INTAKE STUDY	25,050	25,050	
			LEAD INVENTORY AND REPORT	20,000	20,000	
-	-	-	REFUNDS	-	-	
319,415	649,441	720,000	TOTAL MATERIALS & SERVICES	846,050	846,050	-
			CAPITAL OUTLAY			
		-	WATER LINE CONSTRUCTION	270,000	270,000	-
			TRANSFER SERVICES FROM AC PIPE NORTH OF TRUAX CREEK	170,000	170,000	
			WATER MAIN REPLACEMENT - CORROSION	100,000	100,000	
6,098	887	60,120	WATER TREATMENT PLANT CAPITAL PROJECTS	192,050	192,050	-

CITY OF MILLERSBURG
WATER ENTERPRISE UTILITY FUND 05
FY 2025-2026

			AM WTP VALVES	16,700	16,700	
			AM WTP MEMBRANE REPLACEMENT	100,200	100,200	
			BACKWASH AND BLOWER VFDS	16,700	16,700	
			MEMBRANE AND HEADER PIPE REPLACEMENT	58,450	58,450	
6,098	887	60,120	TOTAL CAPITAL OUTLAY	462,050	462,050	-
			DEBT SERVICE			
390,000	403,000	415,000	LOAN PAYMENT	-	-	
29,188	17,781	6,018	INTEREST PAYMENT	-	-	
419,188	420,781	421,018	TOTAL DEBT SERVICE	-	-	-
			TRANSFERS			
133,277	147,871	179,626	TRANSFER TO GENERAL FUND ADMINISTRATION - PERSONNEL SERVICES	168,109	168,109	-
		8,970	5% CITY MANAGER	10,217	10,217	-
		45,487	20% ASSISTANT CITY MANAGER/CITY ENGINEER	28,050	28,050	-
		12,880	15% CITY RECORDER	15,135	15,135	-
		7,104	5% COMMUNITY DEVELOPMENT DIRECTOR	7,230	7,230	-
		17,927	40% BILLING/COLLECTION SPECIALIST	17,901	17,901	-
		3,555	10% OFFICE ASSISTANT	3,277	3,277	-
		8,339	10% MAINTENANCE SUPERVISOR	8,780	8,780	-
		5,949	10% MAINTENANCE ASSISTANT	6,312	6,312	-
		-	0% ECONOMIC DEVELOPMENT	-	-	-
		69,416	14% BENEFITS	71,208	71,208	-
83,947	116,481	115,545	TRANSFER TO GENERAL FUND ADMINISTRATION - MATERIALS AND SUPPLIES	105,799	105,799	-
		107,295	GENERAL	96,889	96,889	-
		8,250	BILLING/UTILITY SYSTEM ANNUAL COST	8,910	8,910	-
217,224	264,352	295,172	TOTAL TRANSFERS	273,908	273,908	-
			CONTINGENCY			
		100,000	OPERATING CONTINGENCY	100,000	100,000	
961,926	1,335,461	1,596,309	TOTAL WATER PROGRAM EXPENDITURES	1,682,008	1,682,008	-

**CITY OF MILLERSBURG
WATER ENTERPRISE UTILITY FUND 05
FY 2025-2026**

Actual FY 2022-2023	Actual FY 2023-2024	Adopted FY 2024-2025	WATER SDC PROGRAM EXPENDITURES	Proposed FY 2025-2026	Approved FY 2025-2026	Adopted FY 2025-2026
33,032	21,649		SDC-R	100,000	100,000	-
			TRANSFER SERVICES FROM AC PIPE NORTH OF TRUAX CREEK	100,000	100,000	-
			TRANSITION PARKWAY WATER MAIN	-		
10,845			SDC-I	-	-	-
				-	-	-
140,708		-	SDC-I RSIS REIMBURSABLE	-	-	-
				-	-	-
184,585	21,649	-	TOTAL SDC CAPITAL OUTLAY	100,000	100,000	-
			TRANSFERS			
		180,000	SDC-I RSIS REIMBURSABLE	-	-	-
		180,000	TRANSITION PARKWAY WATER - TRANSFER TO ECONOMIC DEV FUND	-		
		341,000	SDC-R RSIS REIMBURSABLE	-	-	-
		341,000	TRANSITION PARKWAY WATER - TRANSFER TO ECONOMIC DEV FUND	-		
-	-	521,000	TOTAL SDC TRANSFERS	-	-	-
184,585	21,649	521,000	TOTAL WATER SDC PROGRAM EXPENDITURES	100,000	100,000	-

1,146,511	1,357,110	2,117,309	TOTAL WATER UTILITY ENTERPRISE FUND EXPENDITURES	1,782,008	1,782,008	-
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Actual FY 2022-2023	Actual FY 2023-2024	Adopted FY 2024-2025	WATER UTILITY ENTERPRISE UTILITY FUND SUMMARY	Proposed FY 2025-2026	Approved FY 2025-2026	Adopted FY 2025-2026
			RESERVE ACCOUNTS			
-	-	2,354,565	FUTURE PROJECTS	2,558,423	2,558,423	
-	-	2,354,565	TOTAL RESERVE ACCOUNTS	2,558,423	2,558,423	-
2,770,075	2,982,904	0	UNAPPROPRIATED ENDING FUND BALANCE	0	-	-
2,770,075	2,982,904	2,354,565	TOTAL OTHER WATER FUND REQUIREMENTS	2,558,423	2,558,423	-
3,916,586	4,340,014	4,471,875	TOTAL WATER FUND REQUIREMENTS	4,340,431	4,340,431	-

FUND NARRATIVE

Economic Development Fund: (06)

Responsible Manager/Title: Janelle Booth, City Manager

Functions and Responsibilities

- Provides a tracking mechanism for projects eligible for reimbursement through the Regionally Significant Industrial Sites (RSIS) program.
- To provide a funding source for economic development activities.
- Provides a funding source for financial participation in economic development and other activities deemed appropriate by City Council.
- A repository of funds from sale of city industrial properties, state and federal grants, and reimbursements from the RSIS program.

Strategies/Actions

Strategic Priority	Target Date	Status	Goals/Objectives
Funding	Ongoing	In-Progress	Manage grant funds
	Ongoing	In-Progress	Track RSIS reimbursable expenses
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Public Infrastructure	2025-26	Construction	Extension of Transition Parkway, buffer/linear park, and water line
	2025-26	Pending	Commercial area master planning

**CITY OF MILLERSBURG
ECONOMIC DEVELOPMENT FUND 06
FY 2025-2026**

Actual FY 2022-2023	Actual FY 2023- 2024	Adopted FY 2024-2025	ECONOMIC DEVELOPMENT FUND RESOURCES	Proposed FY 2025-2026	Approved FY 2025-2026	Adopted FY 2025-2026
	124,958	5,175,700	BEGINNING FUND BALANCE	5,132,632	5,132,632	
	-	4,000,000	GRANT FUNDS - ECON DEV	4,503,134	4,503,134	-
		1,000,000	SPWF GRANT/LOAN FOR WATER INFRASTRUCTURE	2,513,000	2,513,000	
		2,000,000	IOF GRANT FOR STREET INFRASTRUCTURE	1,990,134	1,990,134	
		1,000,000	PARKS GRANT FOR SCHEDULE C	-	-	
328,000	971,000	2,425,000	TRANSFERS IN	1,613,000	1,613,000	-
		-	TRANSFER FROM GENERAL FUND	-	-	-
		205,000	TRANSFER FROM PARKS SDCS	195,000	195,000	-
		1,699,000	TRANSFER FROM STREET SDCS	1,418,000	1,418,000	-
		521,000	TRANSFER FROM WATER SDCS	-	-	-
		-	TRANSFER FROM SEWER FUND	-	-	-
	5,460,588	3,000,000	PROPERTY SALES	-	-	
	3,882	155,271	INTEREST RECEIVED	128,316	128,316	-
	-		MISC REVENUE - ECON DEV	-	-	
328,000	6,560,428	14,755,971	TOTAL ECONOMIC DEVELOPMENT FUND RESOURCES	11,377,082	11,377,082	-

**CITY OF MILLERSBURG
ECONOMIC DEVELOPMENT FUND 06
FY 2025-2026**

Actual FY 2022-2023	Actual FY 2023- 2024	Adopted FY 2024-2025	ECONOMIC DEVELOPMENT FUND EXPENDITURES	Proposed FY 2025-2026	Approved FY 2025-2026	Adopted FY 2025-2026
			MATERIALS & SERVICES			
21,908	26,158	10,000	WETLAND CONSULTANTS	10,000	10,000	
40,317	40,412	50,000	ENGINEERING CONSULTANTS	50,000	50,000	
8,250	11,750	10,000	RADON CONSULTANTS	10,000	10,000	
-	28,000		ECONOMIC DEVELOPMENT SERVICES	-	-	
50,000	69,384	50,000	LEGAL SERVICES	50,000	50,000	
-	4,500	30,000	MASTER PLANNING	30,000	30,000	-
		30,000	COMMERCIAL AREA	30,000	30,000	
120,475	180,204	150,000	TOTAL MATERIALS & SERVICES	150,000	150,000	-
			CAPITAL OUTLAY			
82,567	1,099,906	448,000	TRANSITION PARKWAY DESIGN AND SUPPORT DURING CONSTRUCTION	888,960	888,960	-
		160,000	LINEAR PARK	662,960	662,960	
		75,000	WATER LINE	6,000	6,000	
		213,000	STREETS	220,000	220,000	
	147,687	5,620,000	TRANSITION PARKWAY CONSTRUCTION	10,223,040	10,223,040	-
		2,000,000	LINEAR PARK	7,624,040	7,624,040	
		950,000	WATER LINE	69,000	69,000	
		2,670,000	STREETS	2,530,000	2,530,000	
82,567	1,247,593	6,068,000	TOTAL CAPITAL OUTLAY	11,112,000	11,112,000	-
			TRANSFERS			
		42,000	TRANSFERS OUT - TO GF	-	-	
-	-	42,000	TOTAL TRANSFERS	-	-	-
			CONTINGENCY			
		2,000,000	OPERATING CONTINGENCY	100,000	100,000	

203,042	1,427,797	8,260,000	TOTAL ECONOMIC DEVELOPMENT FUND EXPENDITURES	11,362,000	11,362,000	-
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Actual FY 2022-2023	Actual FY 2023- 2024	Adopted FY 2024-2025	ECONOMIC DEVELOPMENT FUND SUMMARY	Proposed FY 2025-2026	Approved FY 2025-2026	Adopted FY 2025-2026
			RESERVE ACCOUNTS			
124,958	5,132,631	6,495,971	ECONOMIC DEVELOPMENT RESERVE	15,082	15,082	-
124,958	5,132,631	6,495,971	TOTAL RESERVE ACCOUNTS	15,082	15,082	-
-	-	-	UNAPPROPRIATED ENDING FUND BALANCE	-	-	-
124,958	5,132,631	6,495,971	TOTAL OTHER ECONOMIC DEVELOPMENT FUND REQUIREMENTS	15,082	15,082	-

328,000	6,560,428	14,755,971	TOTAL ECONOMIC DEVELOPMENT FUND REQUIREMENTS	11,377,082	11,377,082	-
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