



# First Budget Meeting Fiscal Year 2025-2026



April 23, 2025

For those  
online, the  
meeting will  
begin shortly



# 2025-2026 Budget Committee



**Introduction**



**Strategic  
Plan  
Overview**



**Capital  
Improvements  
Program**

(2025-2029)




**Proposed Budget  
FY 2025-26**



**Budget Message**



**City  
Trends/History**



**2023-2024  
Adopted Budget  
vs. Actuals**



**Second Budget  
Meeting Fiscal Year  
2025-2026**



**Overview of  
Proposed 2025-  
2026 Budget**



**Review of  
Proposed  
2025-2026  
Budget**



**Public Comment**



**Adjournment**





# Introduction

# Agenda



- A. CALL TO ORDER
- B. ROLL CALL
- C. INTRODUCTIONS
- D. APPOINT CHAIRPERSON
- E. ADOPTION OF MINUTES
  - April 30, 2024 - Meeting
  - May 8, 2024 - Meeting
- F. PUBLIC MEETING/RECORDS LAWS
- G. BUDGET PROCESS
- H. AGENCY DONATION REQUESTS
- I. OVERVIEW OF STRATEGIC PLAN
- J. REVIEW CAPITAL IMPROVEMENTS PLAN
- K. RECEIVE BUDGET MESSAGE AND REVIEW PROPOSED FY 2025-26 BUDGET
- L. OPEN FOR PUBLIC COMMENT
- M. ADJOURNMENT



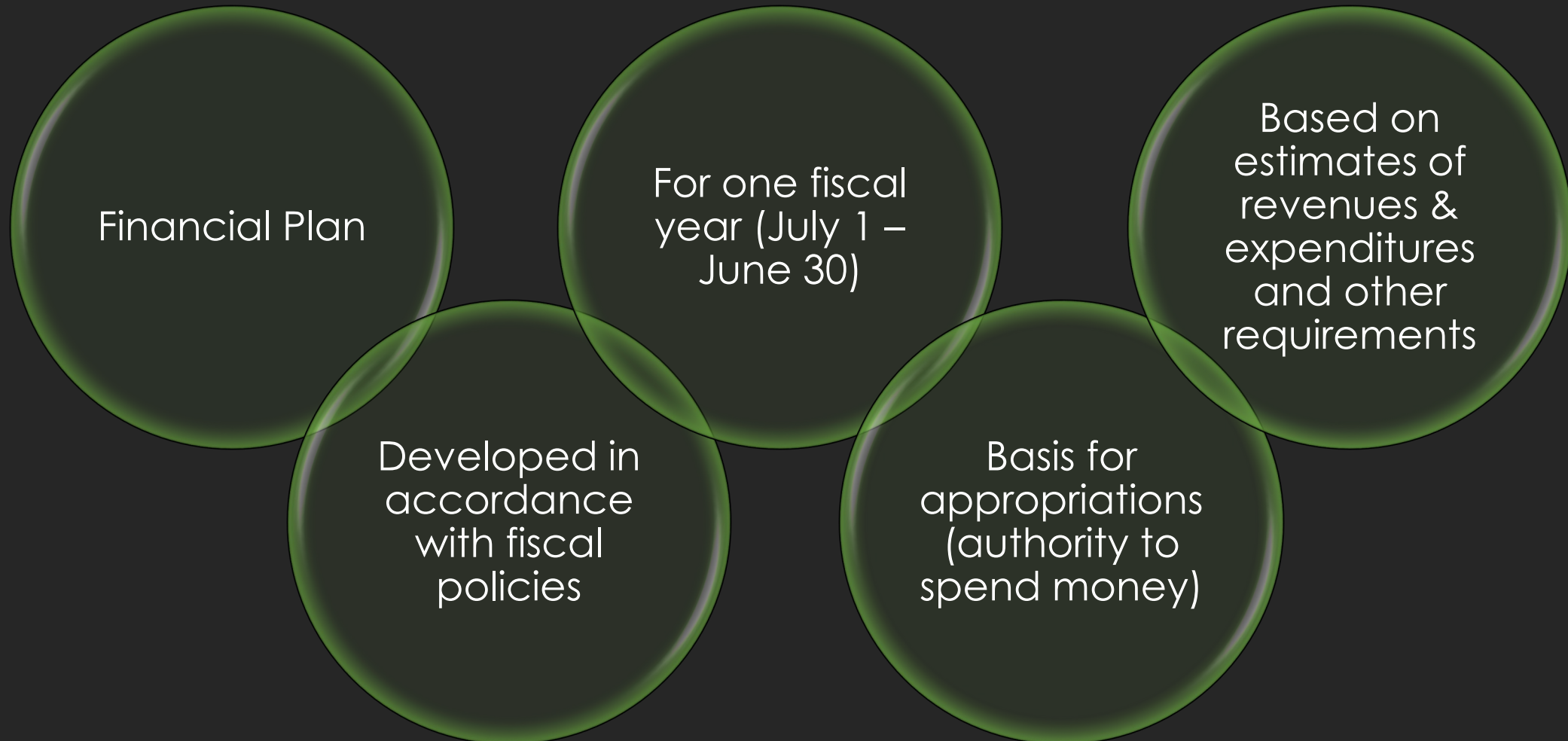


# Public Meeting/Records Law

1. Meetings must be noticed and ADA compliant.
2. Public must be able to participate with remote options.
3. *Violations of public records / meetings laws are individual liability.*
4. Meetings follow City Council procedural rules.
5. All written communications and notes must be retained by the City Recorder.
6. Serial communications should be avoided. Violations trigger public meetings laws.



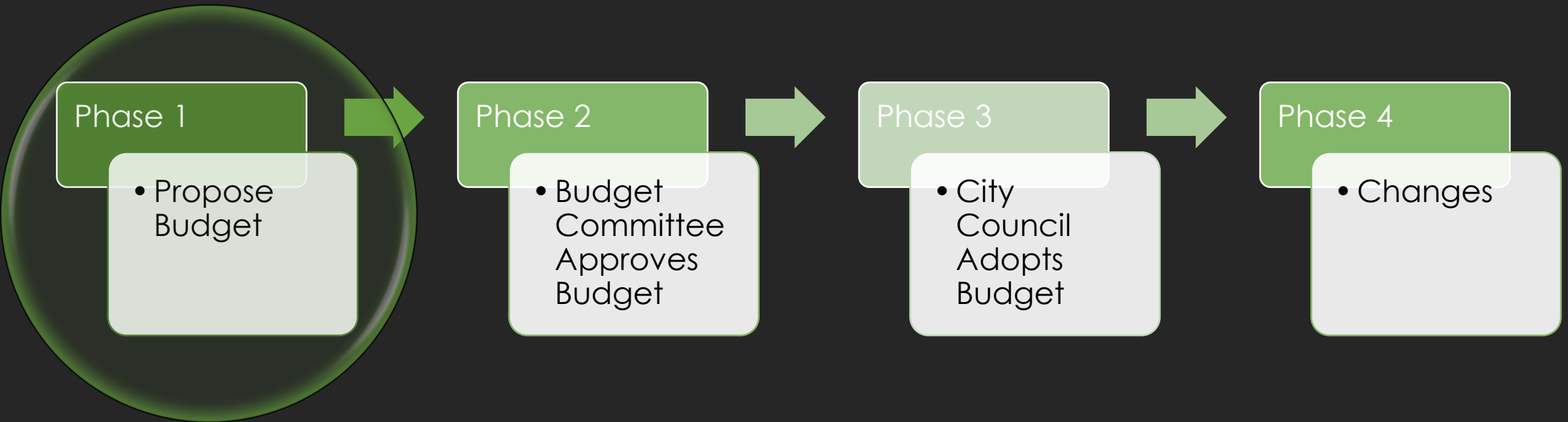
# What is a Budget?





# Budget Process

State mandates process - 4 phases

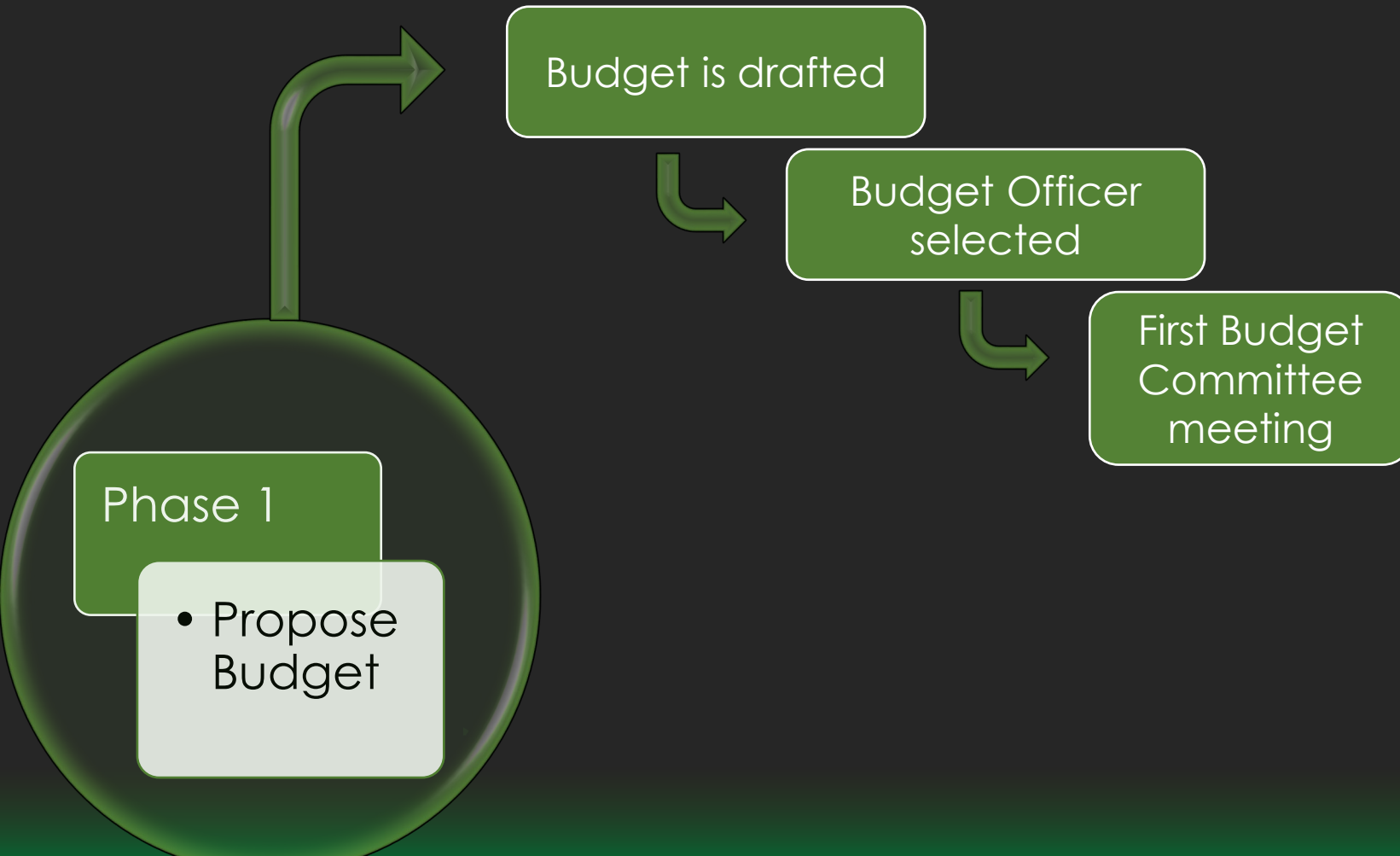






# Budget Process

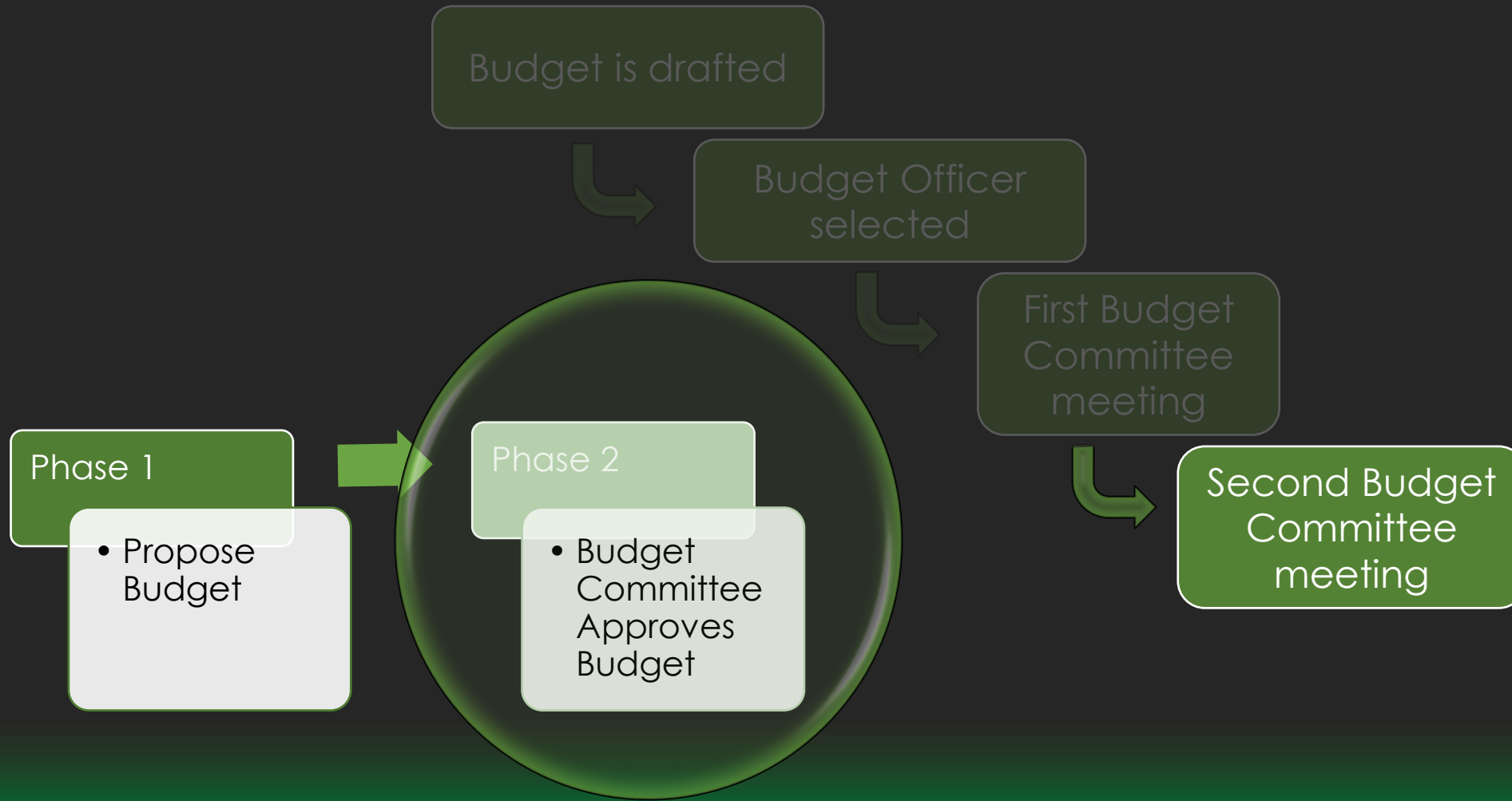
## State mandated process- Phase 1





# Budget Process

## State mandated process - Phase 2





# Budget Process

## State mandated process- Phase 2 & 3







# Budget Process

State mandated process - Phase 2 & 3

First Budget Com  
meeting

Second Budget  
Com meeting

City Council adoption

All public meetings with input\*



# Budget Process

## Why should we follow the rules?

1. If we don't, we can't lawfully:
  - Spend money (with some exceptions)
  - Certify property taxes to the assessor
  - Collect taxes
2. Introduces possible civil liability for staff (spending without a budget)



# Budget Committee

Equal number of  
council members  
and citizens

Reviews the  
proposed  
budget

Suggests revisions  
to the budget

Holds public  
meeting/receives  
public comment

Approves  
budget and  
recommends  
adoption



# Budget Overview



## Funds

1. General Fund

2. Street Fund

3. Stormwater Fund

4. Sewer Fund

5. Water Fund

6. Economic Development Fund

Admin Program

Parks & Rec Program

Emergency Services Program

Building Program

Equipment Replacement Program

City Events Program

## Object Classifications

- Personnel
- Materials & Services
- Capital Outlay
- Transfers
- Debt Service
- Contingency
- Reserves
- Unappropriated ending fund balance

Programs

# Budget Overview



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## Object Classifications

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Programs



# Agency Donation Requests

- ABC House
- Albany Boys and Girls Club
- Miller Cemetery
- NW Art and Air Festival
- Honor Flight
- Linn County Fair and Expo
- OCWCOG – Stand By Me
- Morningstar Grange
- SAHS All Night Party
- Timber Ridge PTC

## CHECKLIST FOR MUNICIPAL DONATIONS

1. Is this a service or program normally provided by cities? (If no, then no donation).
2. Is this a service or program that aligns with the goals of Millersburg? (If no, then no donation).
3. Is the cost of the service or program less than the cost Millersburg can provide it for? (If no, then no donation).
4. If the donation is to an organization located outside Millersburg's taxing district, is the money donated to a specific purpose and not to the organization's general fund? (If no, then no donation).
5. If money is donated to an organization located outside Millersburg's taxing district and for a specific purpose, is the donated money in proportion to Millersburg residents' use? (Donation needs to be in proportion to Millersburg residents' use).
6. Do some Millersburg residents benefit from this service or program? (If no, then no donation).
7. Is the benefit to the public primary and direct or merely incidental? (If not direct and primary, then no donation).
8. Is the provider a non-profit corporation or government entity? (If no, then no donation).
9. Is the benefit to the public speculative? (If yes, then no donation).
10. Is the service/program provider a private or membership group? (If yes, then no donation for service that membership is required to benefit).

Following are some thought process questions to help determine whether and why the city council may want to donate

1. What is the intended ultimate goal or benefit to the public?
2. Is the donated money intended for a specific service/program or general fund revenue?





# Agency Donation Requests

Agency	FY 25-26 Request	FY 24-25 funding
ABC House	\$10,000	\$5,000
Albany Boys and Girls Club	\$5,000	\$5,000
Miller Cemetery	\$5,500	\$5,000
NW Art and Air Festival	\$3,000	\$3,000
Honor Flight	\$3,000	\$2,400
Linn County Fair and Expo	\$1,000	\$1,500
OCWCOG – Stand By Me	\$500	\$1,000*
Morningstar Grange	\$2,500**	\$2,500
SAHS All Night Party	\$2,300	\$1,500
Timber Ridge PTC	\$2,000	\$1,500

A photograph of a park bench made of wooden slats, situated on a grassy area. In the background, two people are walking on a path, and a street lamp is visible. The scene is shrouded in a thick fog, creating a misty and atmospheric environment. The image is partially covered by a dark green circular graphic on the right side.

# Strategic Plan Overview



# Mission and Vision

## Mission Statement

*Partnering with business and industry to maintain a quality, small-town atmosphere.*

## Vision

*A community valuing our strong industrial foundation and economic development, which supports a tax-base providing funding for excellent services to maintain a safe and healthy community with a small-town atmosphere.*



# Values

## **Community Trust and Integrity:**

Developing community trust is our highest priority and is centered on our ability to build and uphold a reputation as being open, honest, ethical, and transparent. We say what we mean and mean what we say. We honor our word and keep our commitments, striving to be worthy of the public's and each other's trust.

**Continued Fiscal Responsibility:** As stewards of public resources, we recognize the responsibility to utilize those resources efficiently, operating with the goal of delivering value while sustaining long-term success.





# Strategic Priorities

## **Strategic Priority 1: Community Governance**

*Millersburg is governed in a way that supports the needs of its growing residential base, businesses, and industry.*

## **Strategic Priority 2: Safety**

*Provide effective emergency services to the community.*

## **Strategic Priority 3: Development**

*Development of residential, commercial, and industrial properties as a planned and managed process.*

## **Strategic Priority 4: Public Infrastructure**

*City infrastructure systems are designed, constructed, and maintained to meet current and future needs.*

## **Strategic Priority 5: Recreation**

*A community that supports recreational and social activities for all ages.*

## **Strategic Priority 6: Environmental Stewardship**

*Millersburg promotes sustainability through efficient management of natural resources.*





# Capital Improvements Program

(2025-2029)





# Capital Improvements Program

- Capital Improvements Program (CIP) is a planning document
- Identifies capital projects in the next five-year horizon
- Six sections
  - Parks
  - Public Facilities
  - Transportation
  - Stormwater
  - Wastewater
  - Water
- Funding can come from a variety of sources, including SDCs for eligible projects



# CIP – Projected Cost Totals by Category

CATEGORY	2025-26	2026-27	2027-28	2028-29	2029-30	TOTAL
<b>Parks</b>	\$8,421,000	\$300,000	\$2,565,000	\$287,000	\$0	<b>\$11,573,000</b>
<b>Public Facilities</b>	\$97,000	\$0	\$750,000	\$0	\$0	<b>\$847,000</b>
<b>Transportation</b>	\$3,051,000	\$800,000	\$2,843,000	\$0	\$0	<b>\$6,694,000</b>
<b>Stormwater</b>	\$0	\$25,000	\$0	\$0	\$0	<b>\$25,000</b>
<b>Wastewater</b>	\$186,200	\$189,000	\$350,000	\$100,000	\$100,000	<b>\$925,200</b>
<b>Water</b>	\$637,050	\$308,650	\$694,200	\$512,000	\$0	<b>\$2,151,900</b>
<b>GRAND TOTALS:</b>	<b>\$12,392,050</b>	<b>\$1,622,650</b>	<b>\$7,202,200</b>	<b>\$899,000</b>	<b>\$100,000</b>	<b>\$22,216,100</b>

CIP

PARKS



CIP #	Phase Title	Projected Total
<b>Plan Year: 2025 – 2026</b>		
1105	CITY PARK TENNIS COURT RESURFACING	\$39,000
1123	LINEAR PARK AND MULTIUSE PATH SOUTH OF CONSER ROAD	\$8,287,000
1127	CITY PARK RESTROOMS WALL COATING	\$40,000
1130	DRAINAGE IMPROVEMENTS AROUND PARK SHELTER	\$30,000
1132	PLAYGROUND SHADE COVER	\$25,000
Total for FY 2025-2026		\$8,421,000
<b>Plan Year: 2026-2027</b>		
1115	NEW NEIGHBORHOOD PARK PLANNING AND DEVELOPMENT	\$300,000
Total for FY 2026 – 2027		\$300,000
<b>Plan Year: 2027 – 2028</b>		
1103	CITY PARK NORTH BALLFIELD RENOVATION	\$65,000
1115	NEW NEIGHBORHOOD PARK PLANNING AND DEVELOPMENT	\$2,500,000
Total for FY 2027 – 2028		\$2,565,000
<b>Plan Year: 2028 – 2029</b>		
1117	ACQUISITION OF PROPERTY FOR EXPANSION OF CITY PARK	\$287,000
Total for FY 2028 – 2029		\$287,000
<b>Plan Year: 2029 – 2030</b>		
	NONE IDENTIFIED	\$0
Total for FY 2029 – 2030		\$0
<b>Grand Total for Parks:</b>		<b>\$11,573,000</b>

# CIP



## PUBLIC FACILITIES

CIP #	Phase Title	Projected Total
<b>Plan Year: 2025 – 2026</b>		
1013	CITY HALL SIDING AND PAINT	\$37,000
1015	HVAC UNIT REPLACEMENT	\$20,000
1016	LED LIGHTING UPGRADES CITY HALL	\$30,000
1017	GENERATOR FENCE	\$10,000
Total for FY 2025 – 2026		\$97,000
<b>Plan Year: 2026 – 2027</b>		
	NONE IDENTIFIED	\$0
Total for FY 2026 – 2027		\$0
<b>Plan Year: 2027 – 2028</b>		
1011	MAINTENANCE FACILITY AND YARD	\$750,000
Total for FY 2027 – 2028		\$750,000
<b>Plan Year: 2028 – 2029</b>		
	NONE IDENTIFIED	\$0
Total for FY 2028 – 2029		\$0
<b>Plan Year: 2029 – 2030</b>		
	NONE IDENTIFIED	\$0
Total for FY 2029 – 2030		\$0
<b>Grand Total for Public Facilities:</b>		<b>\$847,000</b>



CIP #	Phase Title	Projected Total
<b>Plan Year: 2025 – 2026</b>		
2026	TRANSITION PARKWAY	\$2,750,000
2028	BRIDGE REPLACEMENT WAVERLY DRIVE AT COX CREEK	\$74,000
2029	STREET LIGHTING – WOODS ROAD	\$15,000
2039a/b	WOODS ROAD SHARED USE PATH - NORTH	\$200,000
2050	CROSSWALK AT EVERGREEN AND WOODS	\$12,000
Total for FY 2025 – 2026		\$3,051,000
<b>Plan Year: 2026 – 2027</b>		
2028	BRIDGE REPLACEMENT WAVERLY DRIVE AT COX CREEK	\$400,000
2039a/b	WOODS ROAD SHARED USE PATH – NORTH	\$400,000
Total for FY 2026 – 2027		\$800,000
<b>Plan Year: 2027 – 2028</b>		
2016	MILLERSBURG DRIVE FULL STREET IMPROVEMENTS WEST OF WOODS RD TO RR TRACKS	\$2,143,000
2039a/b	WOODS ROAD SHARE USE PATH - NORTH	\$700,000
Total for FY 2027 – 2028		\$2,843,000
<b>Plan Year: 2028 – 2029</b>		
	NONE IDENTIFIED	\$0
Total for FY 2028 – 2029		\$0
<b>Plan Year: 2029 – 2030</b>		
	NONE IDENTIFIED	\$0
Total for FY 2029 - 2030		\$0
<b>Grand Total for Transportation:</b>		<b>\$6,694,000</b>



CIP #	Phase Title	Projected Total
<b>Plan Year: 2025 – 2026</b>		
	NONE IDENTIFIED	\$0
Total for FY 2025 – 2026		\$0
<b>Plan Year: 2026 – 2027</b>		
3020	INLET RECONFIGURATION AT SAUNTER STREET AND MILLERSBURG DRIVE	\$25,000
Total for FY 2026 – 2027		\$25,000
<b>Plan Year: 2027 – 2028</b>		
	NONE IDENTIFIED	\$0
Total for FY 2027 – 2028		\$0
<b>Plan Year: 2028 – 2029</b>		
	NONE IDENTIFIED	\$0
Total for FY 2028 – 2029		\$0
<b>Plan Year: 2029 – 2030</b>		
	NONE IDENTIFIED	\$0
Total for FY 2029 – 2030		\$0
<b>Grand Total for Stormwater:</b>		<b>\$25,000</b>

# CIP



## WASTE WATER

CIP #	Phase Title	Projected Total
<b>Plan Year: 2025 – 2026</b>		
4042	REPAIR MANHOLES AT BURKHART AND ATI FORCE MAIN DISCHARGES	\$80,000
4045	AM-WRF CAPITAL PROJECTS	\$106,200
Total for FY 2025 – 2026		\$186,200
<b>Plan Year: 2026 – 2027</b>		
4016	ATI PUMP REPLACEMENT	\$89,000
4045	AM-WRF CAPITAL PROJECTS	\$100,000
Total for FY 2026 – 2027		\$189,000
<b>Plan Year: 2027 – 2028</b>		
4028	SEWER FOR MORNINGSTAR ROAD REALIGNMENT	\$250,000
4045	AM-WRF CAPITAL PROJECTS	\$100,000
Total for FY 2027 – 2028		\$350,000
<b>Plan Year: 2028 – 2029</b>		
4045	AM-WRF CAPITAL PROJECTS	\$100,000
Total for FY 2028 – 2029		\$100,000
<b>Plan Year: 2029 – 2030</b>		
4045	AM-WRF CAPITAL PROJECES	\$100,000
Total for FY 2029 – 2030		\$100,000
<b>Grand Total for Wastewater:</b>		<b>\$925,200</b>



CIP

WATER



CIP #	Phase Title	Projected Total
<b>Plan Year: 2025 - 2026</b>		
5004	TRANSFER SERVICES FROM AC PIPE IN OLD SALEM ROAD NORTH OF TRUAX CREEK	\$270,000
5018	SYSTEM EXPANSION TO INDUSTRIAL PROPERTY SOUTH OF CONSER (TRANSITION PARKWAY WATER MAIN)	\$75,000
5019	AM-WTP RAW WATER PUMP STATION VALVE	\$16,700
5025	AM-WTP MEMBRANE REPLACEMENT	\$100,200
5026	WATER MAIN REPLACEMENT - CORROSION	\$100,000
5028	BACKWASH AND BLOWER VFDs	\$16,700
5029	MEMBRANE HEADER PIPE REPLACEMENT	\$58,450
Total for FY 2025 - 2026		\$637,050
<b>Plan Year: 2026 - 2027</b>		
5025	AM-WTP MEMBRANE REPLACEMENT	\$100,200
5026	WATER MAIN REPLACEMENT - CORROSION	\$150,000
5028	BACKWASH AND BLOWER VFDs	\$16,700
5030	NEUTRALIZATION BASIN AND CHEM ROOM RESEALING	\$41,750
Total for FY 2026 - 2027		\$308,650
<b>Plan Year: 2027 - 2028</b>		
5012	MORNINGSTAR ROAD REALIGNMENT WATER	\$194,000
5025	AM-WTP MEMBRANE REPLACEMENT	\$100,200
5027	METER REPLACEMENT - AMI	\$400,000
Total for FY 2027 - 2028		\$694,200
<b>Plan Year: 2028 - 2029</b>		
5005	TRANSFER SERVICES FROM AC PIPE IN OLD SALEM ROAD SOUTH OF TRUAX CREEK	\$512,000
Total for FY 2028 - 2029		\$512,000
<b>Plan Year: 2029 - 2030</b>		
	NONE IDENTIFIED	\$0
Total for FY 2029 - 2030		\$0
<b>Grand Total for Water:</b>		<b>\$2,151,900</b>



# CIP – Projected GF Reserves/BFB Expenditures

CATEGORY	2025-26	2026-27	2027-28	2028-29	2029-30	TOTAL
<b>Parks</b>	\$134,000	\$300,000	\$2,465,000	\$287,000	\$0	<b>\$3,186,000</b>
<b>Public Facilities</b>	\$97,000	\$0	\$750,000	\$0	\$0	<b>\$847,000</b>
<b>Transportation</b>	\$0	\$180,000	\$2,070,000	\$0	\$0	<b>\$2,250,000</b>
<b>Stormwater</b>	\$0	\$25,000	\$0	\$0	\$0	<b>\$25,000</b>
<b>Wastewater</b>	\$0	\$0	\$0	\$0	\$0	<b>\$0</b>
<b>Water</b>	\$0	\$0	\$0	\$0	\$0	<b>\$0</b>
<b>GRAND TOTALS:</b>	<b>\$231,000</b>	<b>\$505,000</b>	<b>\$5,285,000</b>	<b>\$287,000</b>	<b>\$0</b>	<b>\$6,308,000</b>



# Proposed Budget FY 2025-26



## CITY OF MILLERSBURG

4222 NE Old Salem Road  
Millersburg Oregon, 97321  
(458) 233-6300  
[www.cityofmillersburg.org](http://www.cityofmillersburg.org)



### 2025-2026 BUDGET CALENDAR

Target Dates	Action Items
April 10, 2025	Publish Notice of Budget Meetings on City website and in newspaper (5-30 days prior to the meeting)
April 23, 2025	First Budget Committee Meeting, Public Hearing Elect Chair Deliver budget message
April 28, 2025	Second Budget Committee Meeting and Public Hearing
May 22, 2025	Publish Notice of Budget hearing and financial summary on website and newspaper (5-30 days prior to hearing)
June 10, 2025	City Council - Hold Budget Public Hearing Adoption of Resolution: Adopt Budget Appropriate Budget Levy Taxes
Deadlines	
July 15, 2025	Submit Appropriation Resolution to Department of Revenue & Linn County Assessor
September 30, 2025	Submit Complete Budget Document to Linn County Clerk





# Budget Message



# City Trends/History



# About Millersburg – Description of City

- Area of City – 2,683 acres (4.19 square miles)\*
  - \* Reduction of 167 acres in 2022
- Approximately a mile wide in the east-west direction
- Approximately 3½ miles long in the north-south direction
- Current resident population – **3,214** (PSU population estimate 2023)
- Employment population - approximately 1,500 manufacturing jobs (as of 2021)
- The City contains major industrial employment companies for the Albany/Millersburg Area and is a dominant factor in the economy of the whole Mid-Willamette Valley
- Area almost equally divided between industrial and residential





# Millersburg – Historical Timeline Prior to Incorporation

- **1850** – Miller family land donation claim
- **1871** – Southern Pacific Railroad built a station near current tank farm, which became known as Miller's Station, surrounding area became known as Millersburg
- **1873** – Post office added to station (since closed)
- **1876** – School district established/school built (since closed)
- **1880s** – Millersburg became one of the largest cattle shipping points in the Willamette Valley



# Millersburg – Historical Timeline Prior to Incorporation

- **1940's – 1960's** – Industrial Development Began
  - **1941-closed 1989-** Simpson Timber Current location of Talking Waters Garden – **loss of 262 acres of industrial zoned lands**
  - **1954-** Boise Cascade Current location of Camco
  - **1955 – Closed 2009** Western Kraft (Albany Paper Mill) – **loss of 292 acres of industrial zoned lands 2023**
  - **1956-** Wah Chang – ATI
  - **1960-** Duraflake/Arauco
  - **1969-** Georgia Pacific



# Millersburg – Historical Timeline Incorporation

- **Early 1970's** – Albany considering annexation of the industries now part of Millersburg
- **1971** – Public hearing on incorporation and formation of Millersburg
- **1972** – Petition to incorporate as city filed with County Commissioners
  - Wah Chang proposed the alternative to annexation and sought to incorporate a new city to avoid a tax increase of \$4/\$1,000 of assessed value, if annexed into Albany
- **1972** – County Commissioners expanded boundary to include farmland and rural residential property
- **1974** – Vote for incorporation passed 76 in favor to 74 opposed of the areas 251 registered voters in the proposed area of incorporation
  - Longtime mayor, Clayton Wood, served on the Planning Commission initially, then in 1976 joined the City Council and was appointed mayor. He served as mayor until 2016.



# Millersburg – Historical Timeline

- **Closure of Paper Mill Results in Reduction of Franchise Fees**
- **2000 Voters Adopt Tax Base** – allowing city to levy up to \$3.50/\$1000 of assessed value
- **2007 City levies** \$1.70/\$1000 Sewer Utility Project
- **2011 City levies** \$1.70/\$1000 for General fund operations
- **2017** City moved to council/manager form of governance
- **2017** City explores withdrawing from Albany Rural and Jefferson Rural Fire Protection Districts



# Millersburg – Historical Timeline

- **2018** Ti Squared Technologies opens
- **2018** City enters into a contract with for emergency services with the City of Albany with the staffing of a temporary fire station with a 24/7 paramedic engine company
- **2018** City withdraws from Albany Rural and Jefferson Rural, city levies full tax of \$3.50/\$1000
- **2022** City completes construction of a new 10,000 sq. ft. fire station
- **2024** City sells 47-acre industrial parcel to Ball Corporation for an aluminum can manufacturing facility
- **2024** City sells 37 acres to Timberlab for a manufacturing facility
- **2024** City begins construction of Transition Parkway and Linear Park



# Millersburg – Historical Timeline

## Public Facilities

- **Sewer Service** – 1979
- **Water Service** – 1989
- **City Hall Constructed** – 1984
  - Addition – 2009
- **Parks**
  - Millersburg Park – 1982
  - Acorn Park – 2004/2005
  - Talking Waters Garden – 2012
  - North Park Property Acquisition - 2021
- **Water Treatment Plant** – Albany Millersburg Water Treatment Plant (Scravel Hill) – 2004
- **Millersburg Fire Station 15** - 2022



# About Millersburg – Current Trends

What draws people to Millersburg?

- Large lot sizes
- Easy I-5 access
- Rural feel

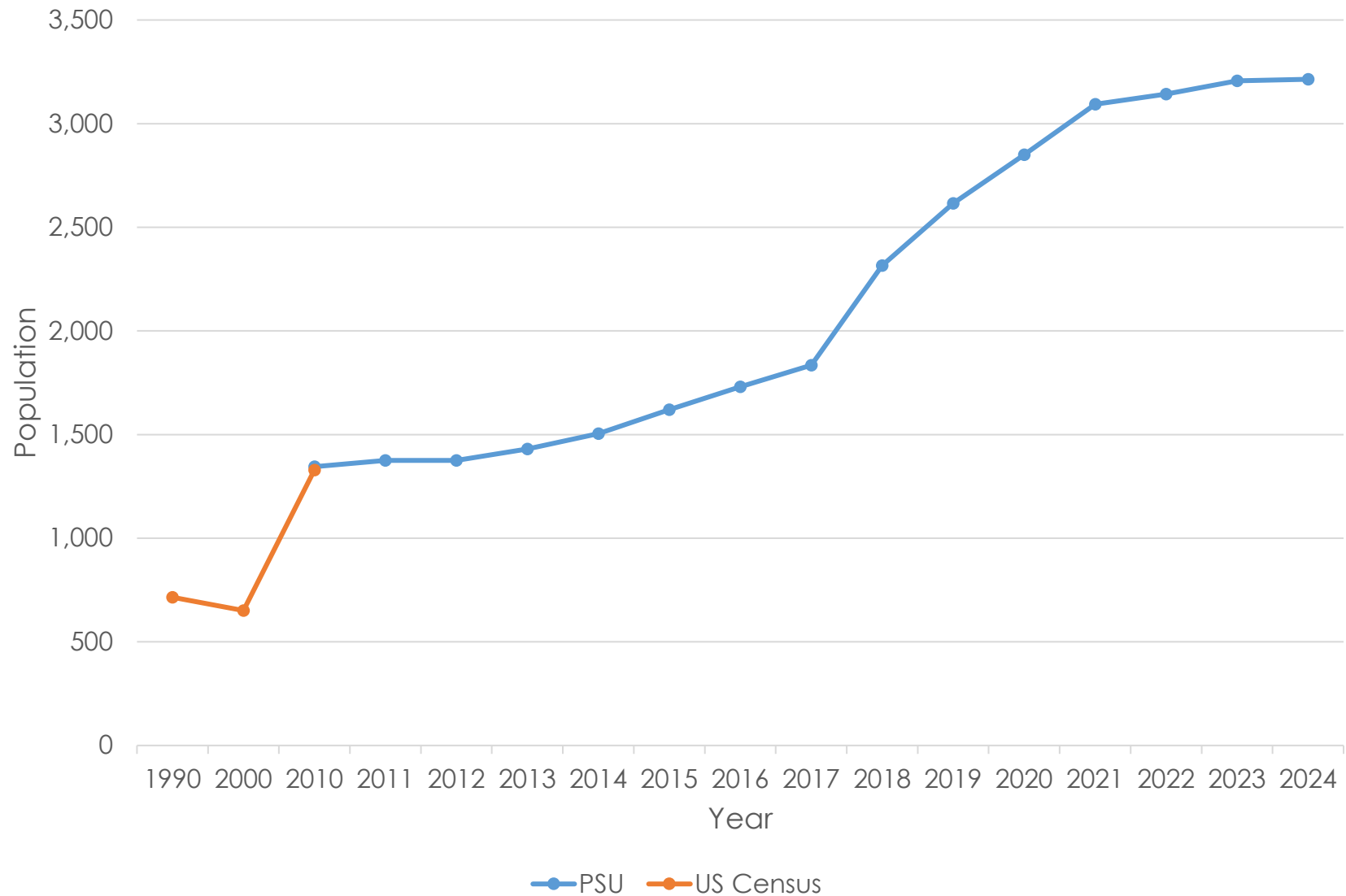
What is the result of recent population growth?

- Change in demographics from primarily industry and farming to increased residential
- Changing priorities
- Slowing in population growth
- Increased need for City services
- Increased need/desire for regulation

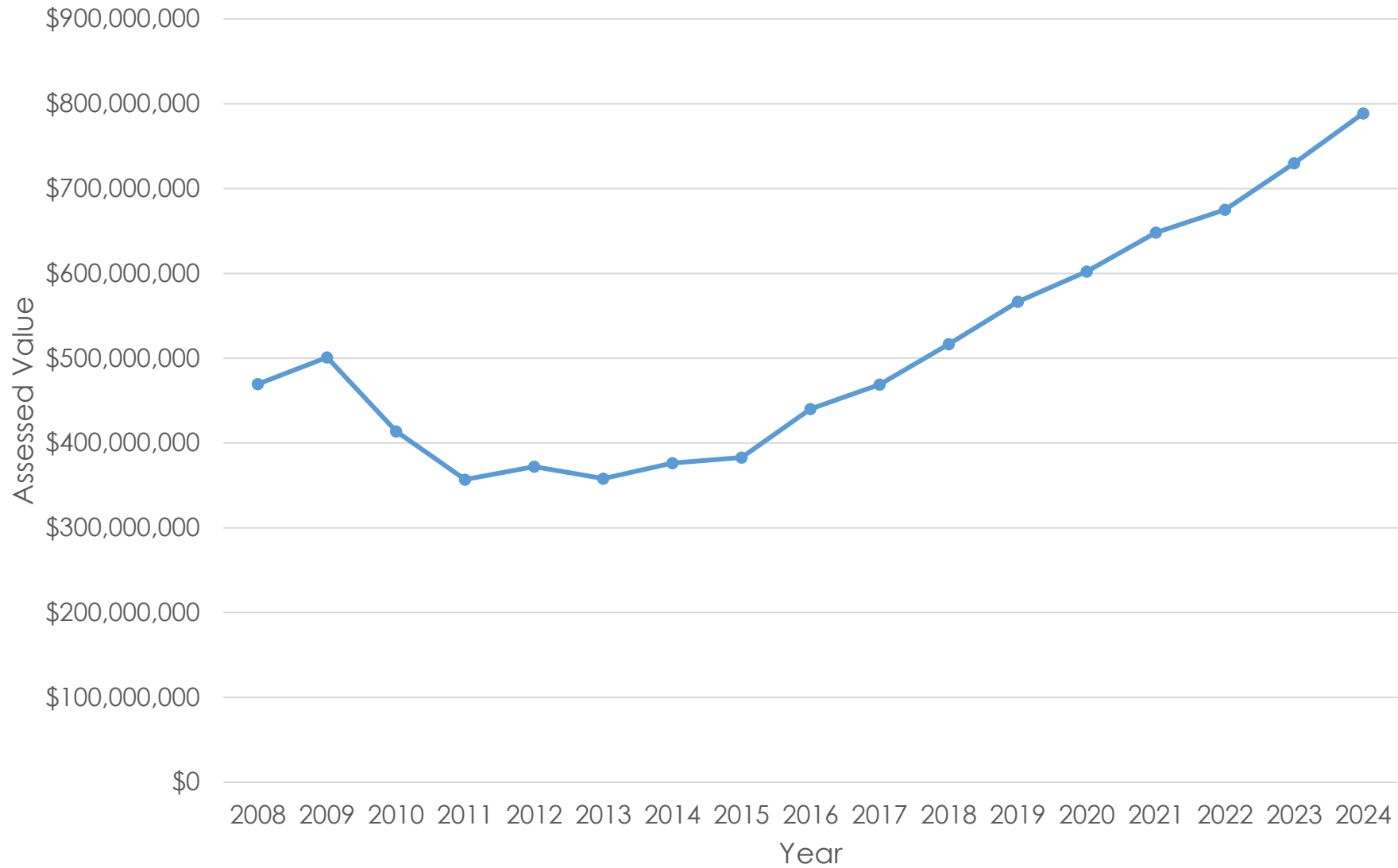




# City Trends - Population Growth

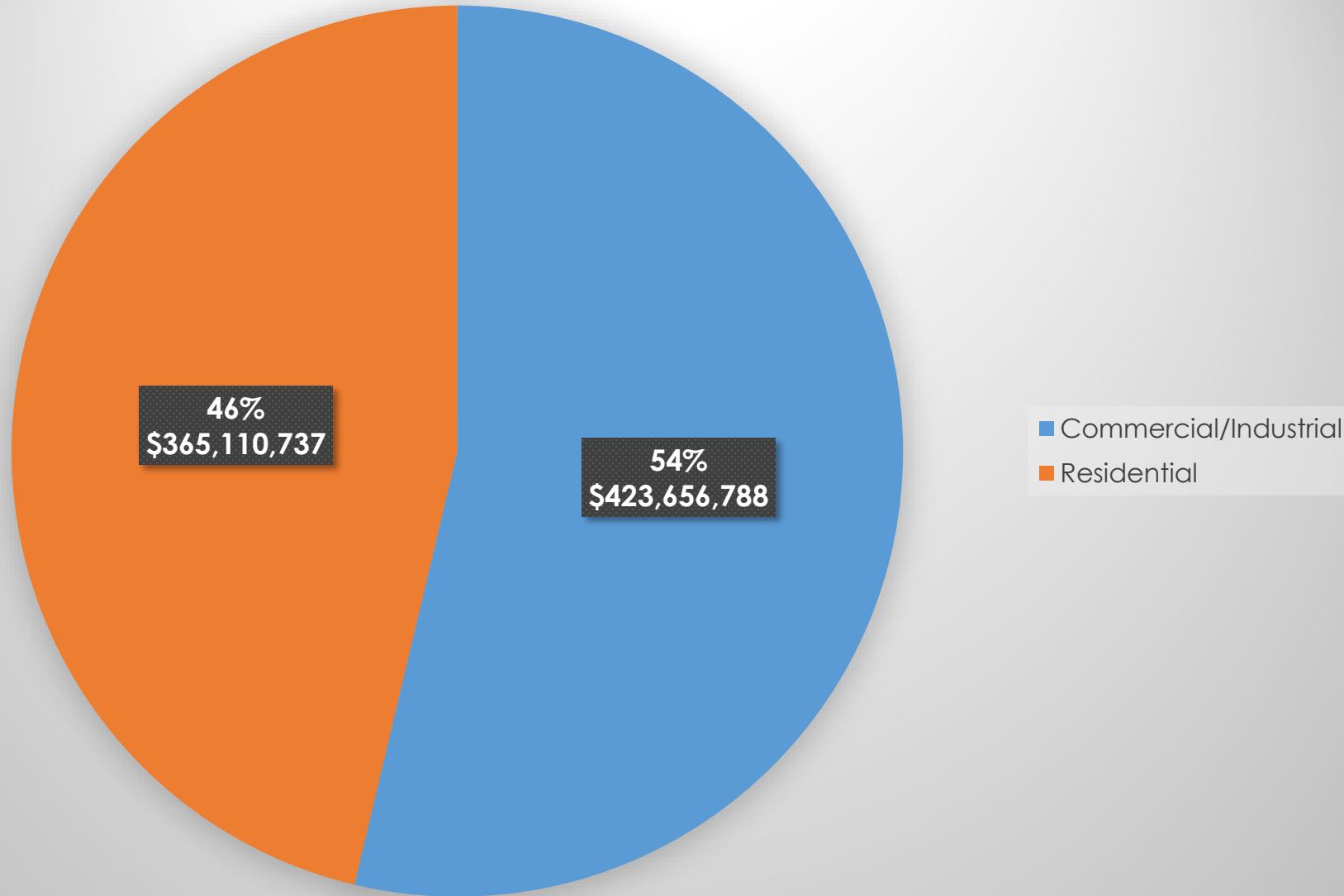


# City Trends - Assessed Value (A/V) of City





# A/V by Type for 2024

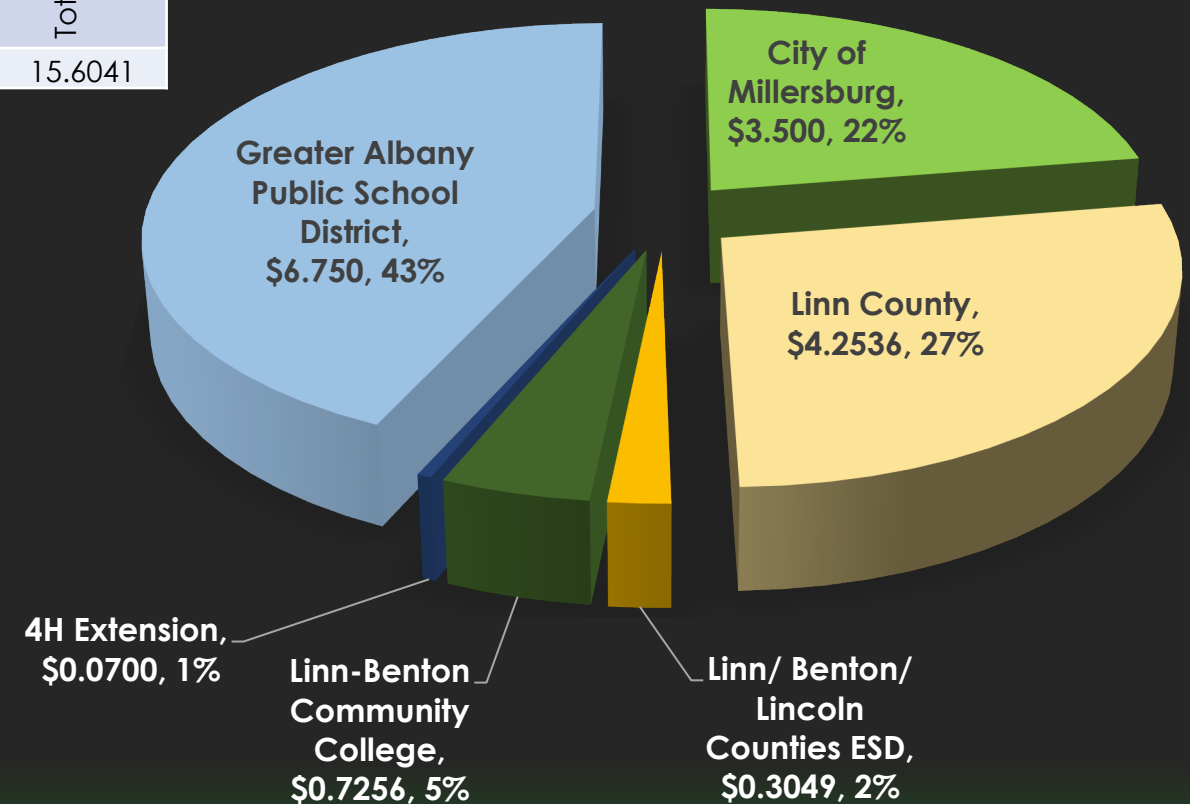




# Property Taxes

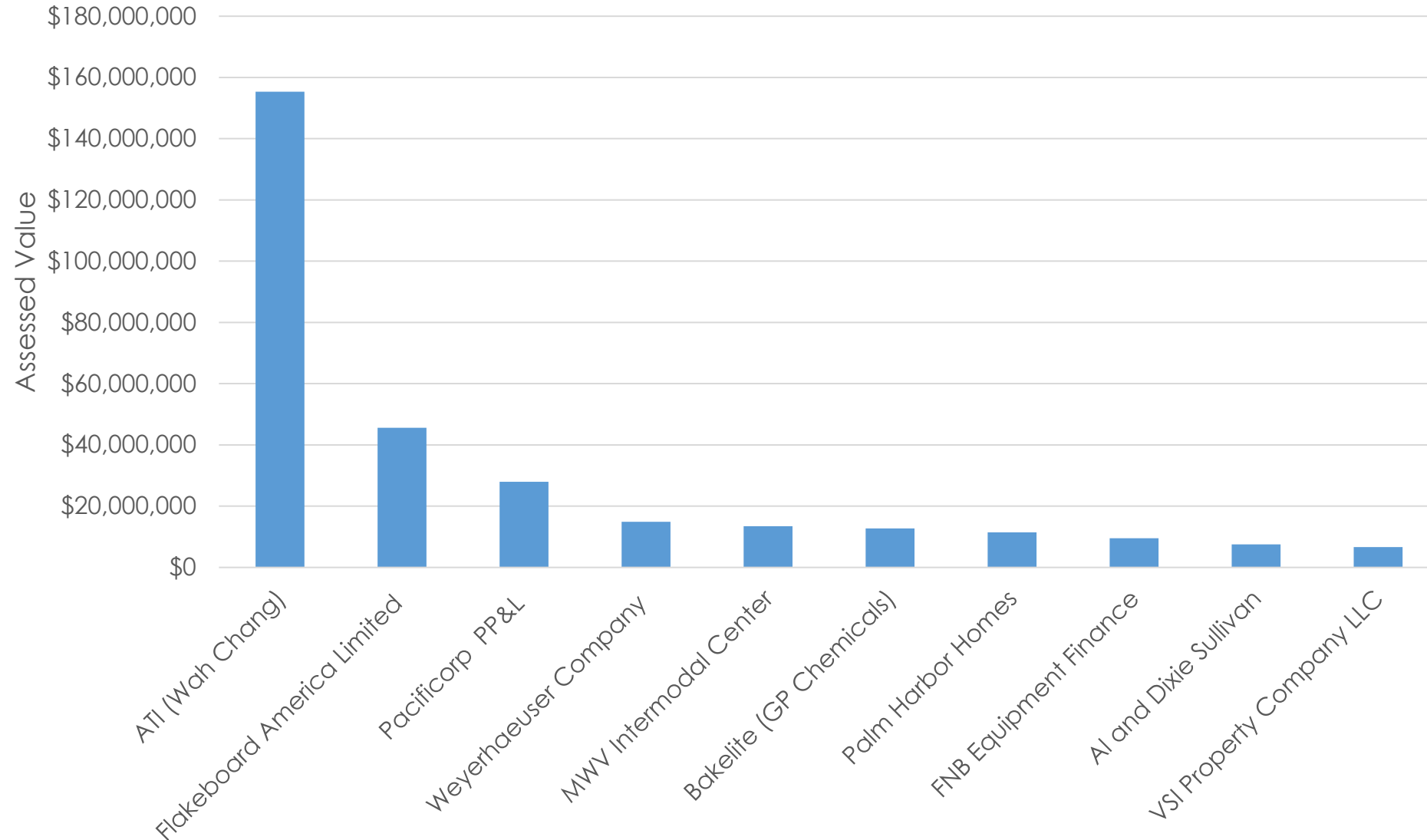
PROPERTY TAX RATES - ALL OVERLAPPING DISTRICTS							
Per \$1000 of Assessed Value							
Fiscal Year Ended/ Ending June 30,	City of Millersburg	Linn County	Linn/ Benton/ Lincoln Counties ESD	Greater Albany Public School District	Linn- Benton Community College	4H Extension	Total Effective Rate
2024	3.5000	4.2536	0.3049	6.7500	0.7256	0.0700	15.6041

City of Millersburg (Linn County)  
2024-25 Property Taxes per \$100,000 A/V  
Total Property Tax Imposed \$2,760,689





# Top Ten A/V in City



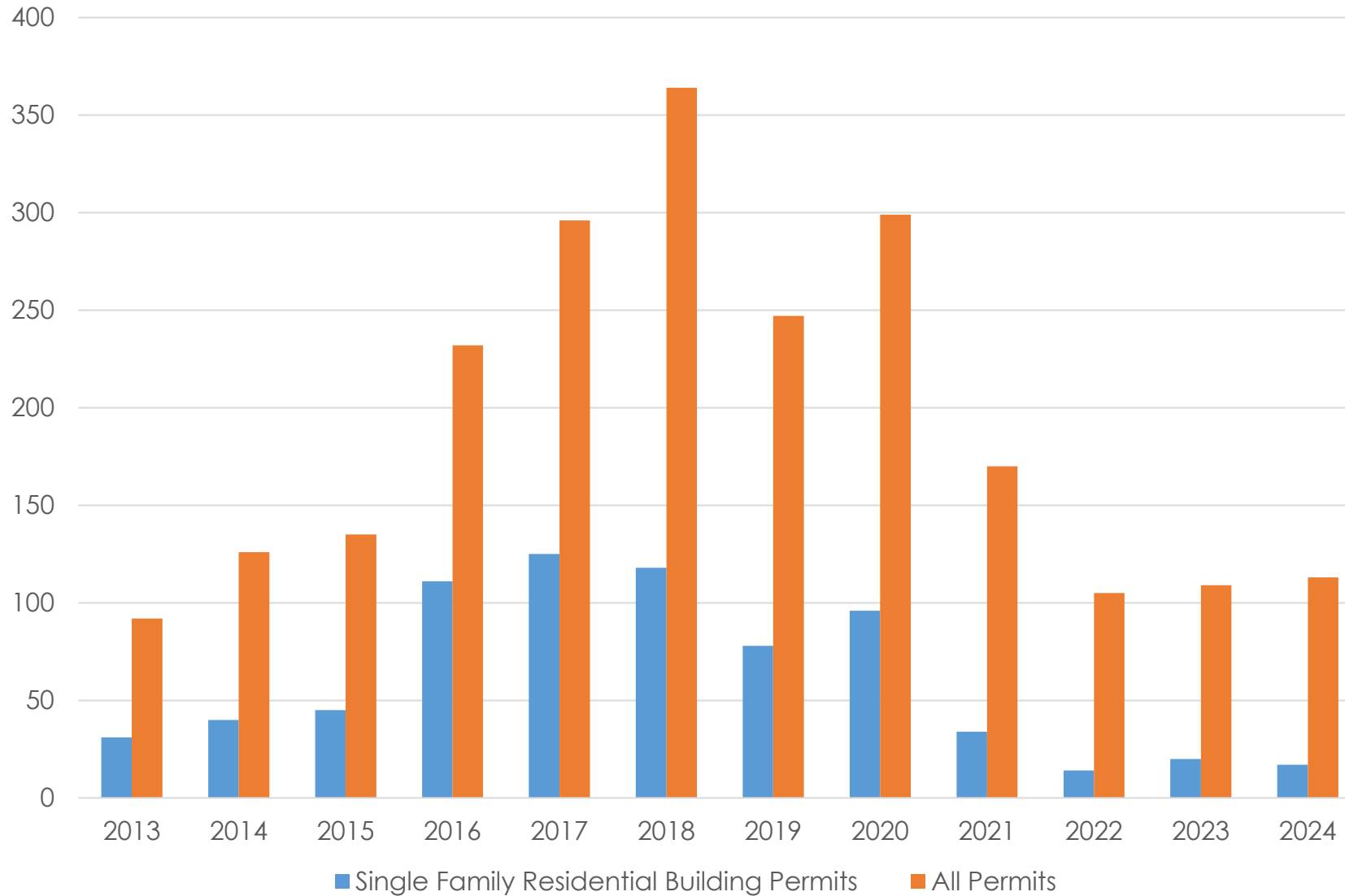


# Franchise Fees



# Building Permits Issued

## by Calendar Year

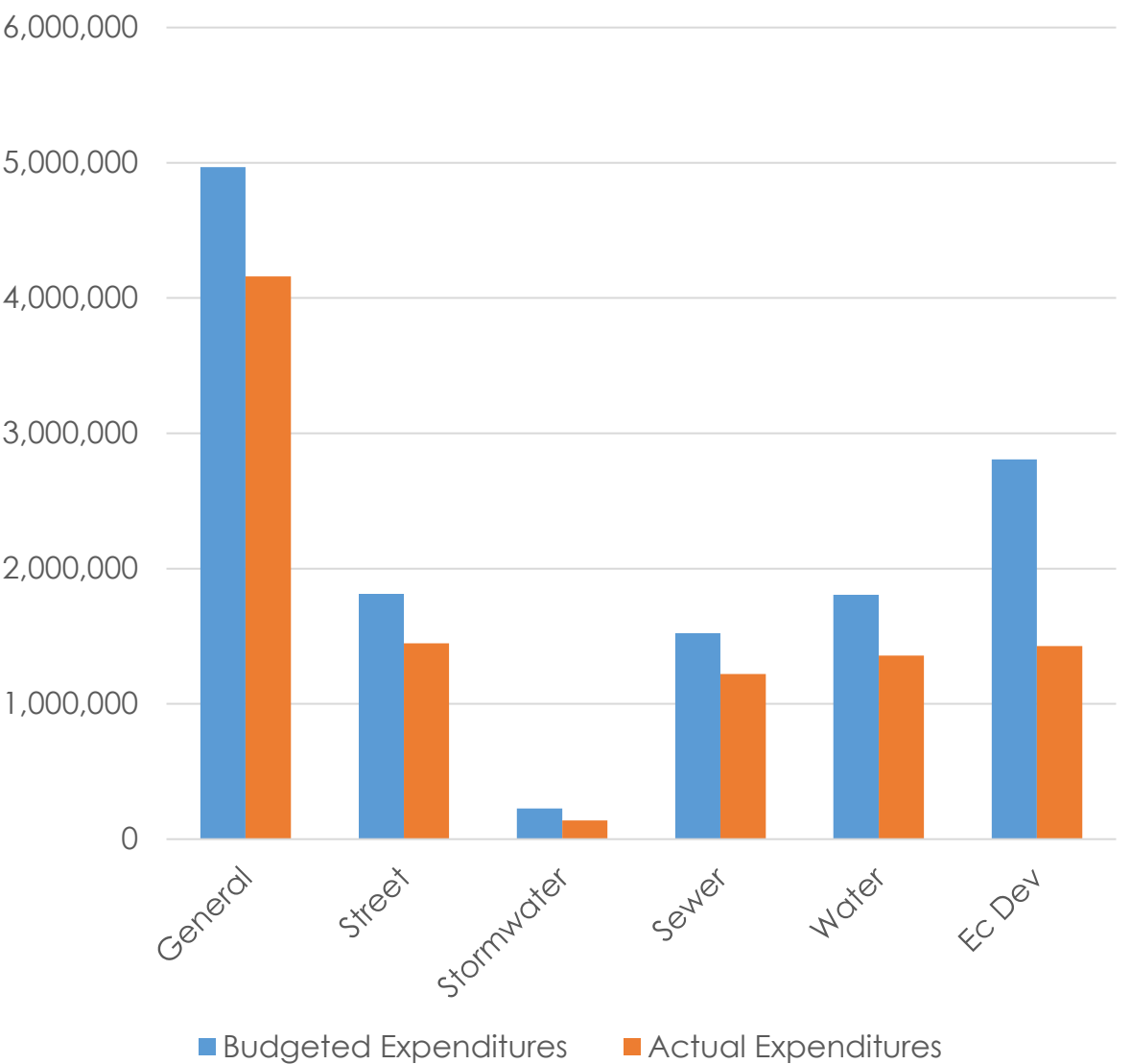
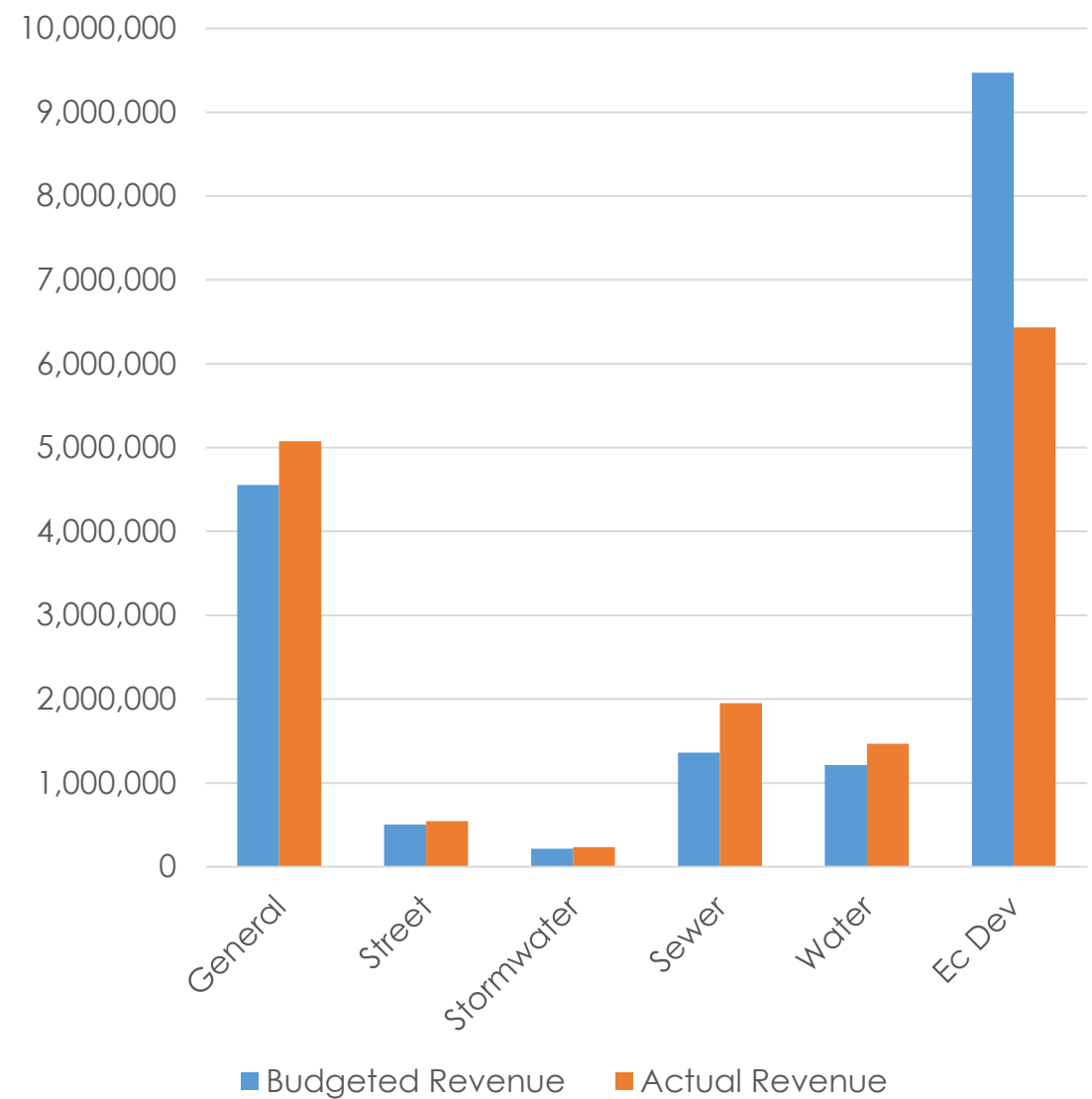






# 2023-2024 Adopted Budget vs. Actuals

# 2023-2024 Budgeted vs. Actual





# Second Budget Meeting Fiscal Year 2025-2026

For those online, the  
meeting will begin shortly

April 30, 2025

# Agenda



- A. CALL TO ORDER
- B. ROLL CALL
- C. PUBLIC HEARING
  - 1) State Revenue Shared Funds
- D. CONTINUATION OF PROPOSED FY 2025-26 BUDGET REVIEW

- E. OPEN FOR PUBLIC COMMENT
- F. MOTION TO APPROVE CIP AND FY 2025-26 BUDGET
- G. ADJOURNMENT



# Public Hearing

State Revenue Shared Funds –

*receive public comment on possible uses of the state shared revenue funds as identified in proposed budget*





# Comparison of Adopted to Proposed Budget

# Proposed to Adopted Budget Comparison



		2024-2025 Adopted	2025-2026 Proposed
<b>GENERAL FUND</b>		<b>\$ 5,873,221</b>	<b>5,572,870</b>
	GENERAL FUND - ADMINISTRATION	\$ 2,926,716	2,991,332
	GENERAL FUND - PARKS AND RECREATION	\$ 333,240	312,700
	GENERAL FUND - PARKS AND RECREATION S	\$ 205,000	195,000
	GENERAL FUND - EMERGENCY SERVICES	\$ 1,853,266	1,993,338
	GENERAL FUND - BUILDING	\$ 485,000	50,500
	GENERAL FUND - EQUIPMENT REPLACEMENT	\$ -	-
	GENERAL FUND - CELEBRATION	\$ 70,000	30,000
<b>STREET FUND</b>		<b>\$ 2,532,526</b>	<b>2,211,950</b>
	STREET FUND	\$ 543,526	519,950
	STREET FUND - SDC	\$ 1,989,000	1,692,000
<b>STORMWATER FUND</b>		<b>\$ 274,626</b>	<b>259,277</b>
	STORMWATER FUND	\$ 274,626	259,277
	STORMWATER FUND - SDC	\$ -	-
<b>SEWER ENTERPRISE UTILITY FUND</b>		<b>\$ 1,680,459</b>	<b>1,669,823</b>
	SEWER UTILITY FUND	\$ 1,680,459	1,669,823
	SEWER FUND - SDC	\$ -	-
<b>WATER UTILITY ENTERPRISE FUND</b>		<b>\$ 2,117,309</b>	<b>1,782,008</b>
	WATER UTILITY FUND	\$ 1,596,309	1,682,008
	WATER FUND - SDC	\$ 521,000	100,000
<b>ECONOMIC DEVELOPMENT FUND</b>		<b>\$ 8,260,000</b>	<b>11,362,000</b>
Total Appropriated Funds		\$ 20,738,141	22,857,929
Total Unappropriated Funds		\$ 2,626,933	3,327,484
Total Reserve Funds		\$ 15,591,446	11,401,272
<b>Total Budget</b>		<b>\$ 38,956,520</b>	<b>37,586,684</b>





# Overview of Proposed 2025-2026 Budget

# General Fund Estimated Available Resources



BEGINNING FUND BALANCE JUNE 2023	\$ 3,767,474
CARRYOVER FROM FY 2023-24	\$ 520,000

2025-2026 ESTIMATED REVENUES	
CURRENT YEAR TAX LEVY (95% COLLECTIBLE)	\$ 2,701,332
PRIOR YEAR TAX COLLECTION	\$ 10,000
LIQUOR LICENSES	\$ 45
LIEN SEARCH FEES	\$ 1,200
LAND USE FEE	\$ 10,000
ENTERPRISE ZONE CLAWBACK FEE	\$ 350,000
LIQUOR TAXES	\$ 66,176
STATE REVENUE SHARING	\$ 55,383
CIGARETTE TAXES	\$ 1,993
GRANT	\$ -
COVID FUNDS	\$ -
FRANCHISE FEES	\$ 1,215,900
TRANSFER FROM ENTERPRISE FUNDS	\$ 776,181
RENTAL PROPERTY INCOME	\$ 2,000
INTEREST RECEIVED	\$ 97,852
MISCELLANEOUS REVENUE	\$ -
PARK SHELTER USER FEES	\$ 3,000
PARK DEVELOPMENT GRANT	\$ -
PARK SDCS - RESTRICTED	\$ 783
JUSTICE COURT	\$ 3,400
BUILDING PROGRAM	\$ 54,000
CITY EVENTS	\$ -
<b>TOTAL ESTIMATED REVENUE</b>	<b>\$ 5,349,245</b>

2025-2026 ESTIMATED EXPENDITURES	
PERSONNEL	\$ 1,361,442
MATERIALS AND SERVICES	\$ 785,467
PARKS AND RECREATION	\$ 178,700
PARKS AND RECREATION SDCS	\$ 195,000
EMERGENCY SERVICES	\$ 1,958,338
BUILDING	\$ 50,500
CELEBRATION	\$ 30,000
CAPITAL OUTLAY	\$ 231,000
TRANSFER TO STREETS	\$ -
TRANSFER TO STORM	\$ 147,423
CONTINGENCY	\$ 635,000
<b>TOTAL ESTIMATED EXPENDITURES</b>	<b>\$ 5,572,870</b>

RESERVES	
REMAINING RESERVES (73% OF GF EXPENDITURES)	\$ 4,063,849
IDENTIFIED GENERAL FUND RESERVES	\$ 779,166
EQUIPMENT RESERVE FUND - UNRESTRICTED	\$ 500,000
PARK RESERVES - UNRESTRICTED	\$ 100,000
PARK SDCS - RESTRICTED	\$ 179,166
<b>TOTAL GF RESERVES - UNRESTRICTED</b>	<b>\$ 3,884,683</b>

OPERATING FUNDS AVAILABLE	
TOTAL ESTIMATED OPERATING REVENUES	\$ 5,348,462
TOTAL PROPOSED GENERAL FUND OPERATING EXPENDITURES	\$ 4,511,870
<b>ESTIMATED ANNUAL OPERATING REVENUES ABOVE EXPENDITURES</b>	<b>\$ 836,592</b>



# SDC Restricted Funds

RESTRICTED FUNDS AS OF JUNE 30, 2024	
PARK SDC	\$ 190,729
STREET SDC	\$ 836,610
STORM SDC	\$ 53,684
SEWER SDC	\$ 636,135
WATER SDC	\$ 505,160
<b>TOTAL RESTRICTED FUNDS</b>	<b>\$ 2,249,318</b>

ESTIMATED RESTRICTED FUNDS AS OF JUNE 30, 2025	
PARK SDC	\$ 373,383
STREET SDC	\$ 2,317,937
STORM SDC	\$ 66,239
SEWER SDC	\$ 1,575,390
WATER SDC	\$ 215,595
<b>TOTAL RESTRICTED FUNDS</b>	<b>\$ 4,548,544</b>

PROJECTED RESTRICTED FUNDS AS OF JUNE 30, 2026	
PARK SDC	\$ 179,166
STREET SDC	\$ 663,202
STORM SDC	\$ 67,739
SEWER SDC	\$ 1,580,175
WATER SDC	\$ 115,595
<b>TOTAL RESTRICTED FUNDS</b>	<b>\$ 2,605,877</b>

# Proposed Dedicated Reserve Funds



						2024-25 Adopted	2025-26 Proposed
GENERAL FUND						TOTAL RESERVE FUNDS	TOTAL RESERVE FUNDS
GENERAL FUND - PARKS AND RECREATION							\$ 100,000
GENERAL FUND - PARKS AND RECREATION SDC						\$ 273,255	\$ 179,166
GENERAL FUND - EQUIPMENT REPLACEMENT						\$ 400,000	\$ 500,000
STREET FUND							
STREET FUND							\$ 1,031,508
STREET FUND - SDC						\$ 1,249,370	\$ 663,202
STORMWATER FUND							
STORMWATER FUND							\$ -
STORMWATER FUND - SDC						\$ 55,025	\$ 67,739
SEWER ENTERPRISE UTILITY FUND							
SEWER UTILITY FUND							\$ 4,705,977
SEWER FUND - SDC						\$ 4,763,260	\$ 1,580,175
WATER UTILITY ENTERPRISE FUND							
WATER UTILITY FUND							\$ 2,442,828
WATER FUND - SDC						\$ 2,354,565	\$ 115,595
ECONOMIC DEVELOPMENT FUND						\$ 6,495,971	\$ 15,082
Total Reserve Funds						\$ 15,591,446	\$ 11,401,272





# Review of Proposed 2025-2026 Budget



## 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 <b>CIP #1013</b>
	2025-26	Pending	HVAC Unit Replacmenet <b>CIP #1015</b>
	2025-26	Pending	LED Lighting Upgrades City Hall <b>CIP #1016</b>
	2025-26	Pending	Generator Fence <b>CIP #1017</b>
	2027-28	Pending	Maintenance Facility and Yard <b>CIP #1011</b>



Actual FY 2022-2023	Actual FY 2023-2024	Adopted FY 2024-2025	ADMINISTRATION PROGRAM EXPENDITURES	Proposed FY 2025-2026	Approved FY 2025-2026	Adopted FY 2025-2026
			<b>PERSONNEL SERVICES</b>			
126,239	150,053	179,393	CITY MANAGER (1 FTE)	204,334		
153,668	164,943	227,433	ENGINEERING SERVICES DIRECTOR/CITY ENGINEER (1 FTE)	140,252		
87,673	82,852	85,865	CITY RECORDER (1 FTE)	100,901		
115,503	130,588	142,080	COMMUNITY DEVELOPMENT DIRECTOR (1 FTE)	144,598		
41,859	39,995	44,817	BILLING/COLLECTION SPECIALIST (0.75 FTE)	44,753		
30,894	25,229	35,554	OFFICE ASSISTANT - FINANCIAL (0.625 FTE)	32,768		
75,309	80,789	83,393	MAINTENANCE SUPERVISOR (1 FTE)	87,796		
52,444	56,659	59,489	MAINTENANCE ASSISTANT (1 FTE)	63,115		
-	-	28,600	ADMINISTRATIVE SUPPORT (0.25 FTE)	14,300		
-	1,772	20,000	OVERTIME	20,000		
223,718	67,708	88,396	PAYROLL TAXES	72,916	-	-
168,017	213,323	251,379	PERS	264,357	-	-
93,939	103,043	134,670	MEDICAL INSURANCE	146,790		
4,249	9,272	9,544	DISABILITY INSURANCE AND WORKERS COMP	10,162		
45	-	-	SUPPLEMENTAL INSURANCE	-	-	-
11,134	9,979	11,841	DENTAL & VISION INSURANCE	14,400		
<b>1,184,688</b>	<b>1,136,205</b>	<b>1,402,453</b>	<b>TOTAL PERSONNEL SERVICES</b>	<b>1,361,442</b>	<b>-</b>	<b>-</b>
<b>805,425</b>	<b>767,205</b>	<b>760,577</b>	<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>785,467</b>	<b>-</b>	<b>-</b>
-	53,913	-	CITY HALL IMPROVEMENTS - EMERGENCY GENERATOR FENCE	10,000		-
8,658		-	EQUIPMENT - HVAC UNITS REPLACEMENT	20,000		-
-		30,000	REPAIRS - CITY HALL SIDING AND PAINTING	37,000		
			CITY HALL LED LIGHT UPGRADES	30,000		
<b>8,658</b>	<b>95,152</b>	<b>50,000</b>	<b>TOTAL CAPITAL OUTLAY</b>	<b>97,000</b>	<b>-</b>	<b>-</b>
109,076	196,608	113,686	TRANSFER TO STORMWATER FUND	147,423	-	-
<b>179,076</b>	<b>196,608</b>	<b>113,686</b>	<b>TOTAL TRANSFERS</b>	<b>147,423</b>	<b>-</b>	<b>-</b>
-	-	600,000	OPERATING CONTINGENCY	600,000		
<b>2,177,847</b>	<b>2,195,170</b>	<b>2,926,716</b>	<b>TOTAL ADMINISTRATION PROGRAM EXPENDITURES</b>	<b>2,991,332</b>	<b>-</b>	<b>-</b>
<b>2,177,847</b>	<b>2,195,170</b>	<b>2,926,716</b>	<b>TOTAL ADMINISTRATION REQUIREMENTS</b>	<b>2,991,332</b>	<b>-</b>	<b>-</b>





## 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 <b>CIP #1105</b>
	2025-26	In Progress	Construction of linear park Conser/Transition Parkway <b>CIP #1123</b>
	Summer-25	Pending	City Park restrooms wall coating <b>CIP #1127</b>
	2025	Pending	Drainage Improvements around Park Shelter <b>CIP #1130</b>
	2025-26	Pending	Playground Shade Cover <b>CIP #1132</b>
	2025-26	Pending	Additional Benches along Walking Path
	2025-26	Pending	Park Signage Update



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
76,272	109,334	163,240	TOTAL MATERIALS & SERVICES	178,700	-	-
			CAPITAL OUTLAY			
99,095	247	27,000	PARK FACILITY BUILDINGS	40,000	-	-
		27,000	RESTROOMS WALL COATINGS	40,000		
	-	45,000	PARK FACILITY IMPROVEMENTS	94,000	-	-
			DRAINAGE IMPROVEMENTS AROUND PARK SHELTER	30,000		
			PLAYGROUND SHADE COVER	25,000		
			TENNIS COURT RESURFACING	39,000		
-	-	98,000	MAINTENANCE EQUIPMENT	-	-	-
			BALLFIELD DRAG	3,500		
99,095	247	170,000	TOTAL CAPITAL OUTLAY	134,000	-	-
175,367	109,581	333,240	TOTAL PARKS AND RECREATION PROGRAM EXPENDITURES	312,700	-	-
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
30,000	-	-	TOTAL CAPITAL OUTLAY	-	-	-
-	-	205,000	TOTAL TRANSFERS	195,000	-	-
30,000	-	205,000	TOTAL PARKS AND RECREATION SDC PROGRAM EXPENDITURES	195,000	-	-
205,367	109,581	538,240	TOTAL PARKS AND RECREATION EXPENDITURES	507,700	-	-
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
-	-	273,255	TOTAL RESERVE ACCOUNTS	279,166	-	-
-	-	273,255	TOTAL OTHER PARKS AND RECREATION REQUIREMENTS	279,166	-	-
205,367	109,581	811,495	TOTAL PARKS AND RECREATION REQUIREMENTS	786,866	-	-



## 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



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
1,698,289	1,712,116	1,818,266	TOTAL MATERIALS & SERVICES	1,958,338	-	-
666,261	16,674	-	TOTAL CAPITAL OUTLAY	-	-	-
-	-	35,000	CONTINGENCY	35,000		
2,364,549	1,728,790	1,853,266	TOTAL EMERGENCY SERVICES PROGRAM EXPENDITURES	1,993,338	-	-
2,364,549	1,728,790	1,853,266	TOTAL EMERGENCY SERVICES EXPENDITURES	1,993,338	-	-
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
-	-	-	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	-	-



## 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.

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
123,434	108,885	485,000	TOTAL MATERIALS & SERVICES	50,500	-	-
123,434	108,885	485,000	TOTAL BUILDING PROGRAM EXPENDITURES	50,500	-	-
123,434	108,885	485,000	TOTAL BUILDING PROGRAM REQUIREMENTS	50,500	-	-



## 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

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
-	-	-	TOTAL CAPITAL OUTLAY	-	-	-
-	-	-	EQUIPMENT REPLACEMENT FUND EXPENDITURES	-	-	-
-	-	-	TOTAL EQUIPMENT REPLACEMENT PROGRAM EXPENDITURES	-	-	-
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
-	-	400,000	TOTAL RESERVE ACCOUNTS	500,000	-	-
-	-	400,000	TOTAL OTHER EQUIPMENT REPLACEMENT PROGRAM REQUIREMENTS	500,000	-	-
-	-	400,000	TOTAL EQUIPMENT REPLACEMENT REQUIREMENTS	500,000	-	-





## 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

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
41,985	17,437	70,000	TOTAL MATERIALS & SERVICES	30,000	-	-
41,985	17,437	70,000	TOTAL MILLERSBURG CELEBRATION EXPENDITURES	30,000	-	-
41,985	17,437	70,000	TOTAL MILLERSBURG CELEBRATION EXPENDITURES	30,000	-	-
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
-	-	-	TOTAL RESERVE ACCOUNTS	-	-	-
-	-	-	TOTAL OTHER MILLERSBURG CELEBRATION REQUIREMENTS	-	-	-
41,985	17,437	70,000	TOTAL MILLERSBURG CELEBRATION	30,000	-	-





## 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



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
1,132,196	1,245,047	1,012,537	TOTAL STREET PROGRAM RESOURCES	1,551,457	-	-
			STREET SDC PROGRAM RESOURCES			
2,099,150	1,847,591	2,769,359	STREET SDC PROGRAM RESOURCES	2,355,202	-	-
2,536,650	2,285,091	3,244,455	RESTRICTED FUNDS	2,852,803	-	-
694,696	807,547	537,441	AVAILABLE RESOURCES	1,053,856	-	-
3,231,346	3,092,638	3,781,896	TOTAL STREET FUND RESOURCES	3,906,660	-	-
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
147,675	100,961	286,000	TOTAL MATERIALS & SERVICES	313,000	-	-
48,859	237,099	55,000	TOTAL CAPITAL OUTLAY	67,000	-	-
112,657	125,119	152,526	TOTAL TRANSFERS	139,950	-	-
		50,000	OPERATING CONTINGENCY	50,000		
309,192	463,179	543,526	TOTAL STREET PROGRAM EXPENDITURES	569,950	-	-
			STREET SDC PROGRAM EXPENDITURES			
374,567	983,980	290,000	TOTAL SDC CAPITAL OUTLAY	274,000	-	-
-	-	1,699,000	TOTAL SDC TRANSFERS	1,418,000	-	-
374,567	983,980	1,989,000	TOTAL STREET SDC PROGRAM EXPENDITURES	1,692,000	-	-
683,759	1,447,159	2,532,526	TOTAL STREET FUND EXPENDITURES	2,261,950	-	-
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
-	-	1,249,370	TOTAL RESERVE ACCOUNTS	1,694,710	-	-
2,547,587	1,645,479	(0)	UNAPPROPRIATED ENDING FUND BALANCE	(50,000)	-	-
2,547,587	1,645,479	1,249,370	TOTAL OTHER STREET FUND REQUIREMENTS	1,644,710	-	-
3,231,346	3,092,638	3,781,896	TOTAL STREET FUND REQUIREMENTS	3,906,660	-	-



## 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



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
268,486	300,583	274,627	TOTAL STORMWATER PROGRAM RESOURCES	259,277	-	-
			STORMWATER SDC PROGRAM RESOURCES			
41,094	53,684	55,025	STORMWATER SDC PROGRAM RESOURCES	67,739	-	-
309,580	354,267	329,651	TOTAL STORMWATER FUND RESOURCES	327,016	-	-
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
97,603	35,431	133,000	TOTAL MATERIALS & SERVICES	131,000	-	-
-	-	-	TOTAL CAPITAL OUTLAY	-	-	-
91,673	102,118	121,626	TOTAL TRANSFERS	108,277	-	-
-	-	20,000	OPERATING CONTINGENCY	20,000		
189,276	137,549	274,626	TOTAL STORMWATER FUND EXPENDITURES	259,277	-	-
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
-	-	55,025	TOTAL RESERVE ACCOUNTS	67,739	-	-
120,304	216,718	-	UNAPPROPRIATED ENDING FUND BALANCE	(0)	-	-
120,304	216,718	55,025	TOTAL OTHER STORMWATER FUND REQUIREMENTS	67,739	-	-
309,580	354,267	329,651	TOTAL STORMWATER FUND REQUIREMENTS	327,016	-	-



## 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 Burkhart and ATI FM Discharges <b>CIP#4042</b>
	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 <b>CIP#4045</b>
	2026	Pending	Pump Capacity Upgrade at ATI Lift Station <b>CIP #4016</b>



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
4,849,586	5,182,687	5,268,740	TOTAL SEWER PROGRAM RESOURCES	6,375,800	-	-
			SEWER SDC PROGRAM RESOURCES			
540,188	636,135	1,174,979	TOTAL SEWER SDC PROGRAM RESOURCES	1,580,175	-	-
540,188	636,135	1,174,979	RESTRICTED FUNDS (SDC'S)	1,580,175	-	-
4,849,586	5,182,687	5,268,740	AVAILABLE RESOURCES	6,375,800	-	-
5,389,774	5,818,822	6,443,719	TOTAL SEWER UTILITY ENTERPRISE FUND RESOURCES	7,955,976	-	-
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
339,299	539,644	828,000	TOTAL MATERIALS & SERVICES	705,000	-	-
			CAPITAL OUTLAY			
291,180	5,825	10,000	WETLANDS/WASTEWATER TREATMENT PLANT CAPITAL PROJECTS	106,200	-	-
-	-	40,000	SEWER LIFT STATION UPGRADES	80,000	-	-
291,180	5,825	50,000	TOTAL CAPITAL OUTLAY	186,200	-	-
430,239	428,380	426,493	TOTAL DEBT SERVICE	424,577	-	-
459,326	246,996	275,966	TOTAL TRANSFERS	254,046	-	-
-	-	100,000	OPERATING CONTINGENCY	100,000		
1,520,044	1,220,845	1,680,459	TOTAL SEWER PROGRAM EXPENDITURES	1,669,823	-	-
			SEWER SDC PROGRAM EXPENDITURES			
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	-	-
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
-	-	4,763,260	TOTAL RESERVE ACCOUNTS	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	-	-
5,389,774	5,818,822	6,443,719	TOTAL SEWER FUND REQUIREMENTS	7,955,976	-	-





## 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 <b>CIP #5004</b>
	2025-26	Construction	Extension of water line with Transition Parkway <b>CIP #5018</b>
	2025	In Progress	A-M WTP Capital Projects <b>CIP #5019, #5025, #5028, and #5029</b>
	2026-27	Pending	Water Main Replacement – Corrosion <b>CIP #5026</b>
	2025-26	Pending	Pretreatment intake study
	2026	Pending	Lead service line inventory (additional requirements)





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
3,271,832	3,813,205	3,780,743	TOTAL WATER PROGRAM RESOURCES	4,124,836	-	-
			WATER SDC PROGRAM RESOURCES			
644,754	526,809	691,132	TOTAL WATER SDC PROGRAM RESOURCES	215,595	-	-
644,754	526,809	691,132	RESTRICTED FUNDS (SDC's)	215,595	-	-
3,271,832	3,813,205	3,780,743	AVAILABLE RESOURCES	4,124,836	-	-
<b>3,916,586</b>	<b>4,340,014</b>	<b>4,471,875</b>	<b>TOTAL WATER UTILITY ENTERPRISE FUND RESOURCES</b>	<b>4,340,431</b>	<b>-</b>	<b>-</b>
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
319,415	649,441	720,000	TOTAL MATERIALS & SERVICES	846,050	-	-
6,098	887	60,120	TOTAL CAPITAL OUTLAY	462,050	-	-
419,188	420,781	421,018	TOTAL DEBT SERVICE	-	-	-
217,224	264,352	295,172	TOTAL TRANSFERS	273,908	-	-
		100,000	OPERATING CONTINGENCY	100,000		
961,926	1,335,461	1,596,309	TOTAL WATER PROGRAM EXPENDITURES	1,682,008	-	-
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
184,585	21,649	-	TOTAL SDC CAPITAL OUTLAY	100,000	-	-
-	-	521,000	TOTAL SDC TRANSFERS	-	-	-
184,585	21,649	521,000	TOTAL WATER SDC PROGRAM EXPENDITURES	100,000	-	-
<b>1,146,511</b>	<b>1,357,110</b>	<b>2,117,309</b>	<b>TOTAL WATER UTILITY ENTERPRISE FUND EXPENDITURES</b>	<b>1,782,008</b>	<b>-</b>	<b>-</b>
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
-	-	2,354,565	TOTAL RESERVE ACCOUNTS	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	-	-
<b>3,916,586</b>	<b>4,340,014</b>	<b>4,471,875</b>	<b>TOTAL WATER FUND REQUIREMENTS</b>	<b>4,340,431</b>	<b>-</b>	<b>-</b>



## 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
Public Infrastructure	2025-26	Construction	Extension of Transition Parkway, buffer/linear park, and water line
	2025-26	Pending	Commercial area master planning



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		
	-	4,000,000	GRANT FUNDS - ECON DEV	4,503,134	-	-
328,000	971,000	2,425,000	TRANSFERS IN	1,613,000	-	-
	5,460,588	3,000,000	PROPERTY SALES	-		
	3,882	155,271	INTEREST RECEIVED	128,316	-	-
	-		MISC REVENUE - ECON DEV	-		
<b>328,000</b>	<b>6,560,428</b>	<b>14,755,971</b>	<b>TOTAL ECONOMIC DEVELOPMENT FUND RESOURCES</b>	<b>11,377,082</b>	<b>-</b>	<b>-</b>
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
120,475	180,204	150,000	TOTAL MATERIALS & SERVICES	150,000	-	-
			CAPITAL OUTLAY			
82,567	1,099,906	448,000	TRANSITION PARKWAY DESIGN AND SUPPORT DURING CONSTRUCTION	888,960	-	-
	147,687	5,620,000	TRANSITION PARKWAY CONSTRUCTION	10,223,040	-	-
82,567	1,247,593	6,068,000	TOTAL CAPITAL OUTLAY	11,112,000	-	-
-	-	42,000	TOTAL TRANSFERS	-	-	-
		2,000,000	OPERATING CONTINGENCY	100,000		
<b>203,042</b>	<b>1,427,797</b>	<b>8,260,000</b>	<b>TOTAL ECONOMIC DEVELOPMENT FUND EXPENDITURES</b>	<b>11,362,000</b>	<b>-</b>	<b>-</b>
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
124,958	5,132,631	6,495,971	TOTAL RESERVE ACCOUNTS	15,082	-	-
-	-	-	UNAPPROPRIATED ENDING FUND BALANCE	-	-	-
124,958	5,132,631	6,495,971	TOTAL OTHER ECONOMIC DEVELOPMENT FUND REQUIREMENTS	15,082	-	-
<b>328,000</b>	<b>6,560,428</b>	<b>14,755,971</b>	<b>TOTAL ECONOMIC DEVELOPMENT FUND REQUIREMENTS</b>	<b>11,377,082</b>	<b>-</b>	<b>-</b>



# Public Comment



# Recommended Motion

I motion to approve and recommend to City Council the adoption of the proposed FY 2025-2026 Budget and Capital Improvement Program as modified.





# Adjournment





**Currently in Recess**

**Will Return Soon**

# PSU Population Forecast



## Historical and Forecast Trends



Linn County – Historical and Forecast Population for Linn County and its Sub-Areas

	Historical			Forecast				
	2000	2010	AAGR (2000-2010)	2020	2045	2070	AAGR (2020-2045)	AAGR (2045-2070)
<b>Linn County</b>	103,069	111,357	0.8%	127,821	149,296	166,020	0.8%	0.4%
<b>Linn County-outside</b>	32,786	30,381	-0.8%	33,793	33,242	30,164	-0.1%	-0.4%
<b>Larger Sub-Areas</b>								
Albany (part)*	36,644	42,306	1.4%	47,591	58,466	67,050	1.0%	0.5%
Lebanon	15,913	17,462	0.9%	19,580	21,618	22,537	0.5%	0.2%
Sweet Home	7,949	8,485	0.7%	10,009	11,643	12,507	0.8%	0.3%
<b>Smaller Sub-Areas</b>								
Brownsville	1,483	1,627	0.9%	2,011	2,610	3,050	1.3%	0.6%
Gates (part)*	42	39	-0.9%	43	44	42	0.2%	-0.2%
Halsey	731	874	1.8%	1,084	1,414	1,678	1.3%	0.7%
Harrisburg	2,870	3,525	2.1%	4,203	5,842	7,861	1.6%	1.2%
Idanha (part)*	86	55	-4.5%	102	218	385	3.8%	2.3%
Lyons	912	1,172	2.5%	1,391	1,693	1,901	1.0%	0.5%
Mill City (part)*	1,389	1,619	1.5%	1,991	2,292	2,497	0.7%	0.3%
<b>Millersburg</b>	<b>657</b>	<b>1,279</b>	<b>6.7%</b>	<b>2,926</b>	<b>5,436</b>	<b>8,974</b>	<b>3.1%</b>	<b>2.0%</b>
Scio	722	847	1.6%	1,140	1,552	1,852	1.5%	0.7%
Sodaville	291	297	0.2%	356	505	672	1.7%	1.1%
Tangent	336	1,169	12.5%	1,366	2,465	4,585	3.0%	2.5%
Waterloo	256	221	-1.5%	236	255	266	0.4%	0.2%

These numbers represent *Proposed* Forecast Results

Sources: U.S. Census Bureau; Forecast by Population Research Center (PRC)  
[Historical trend](#)



# Property Tax Rate Comparison

Note Tangent Does Not Have a City Tax

City	City and Fire District Combined Rate		Total Tax Rate All Taxing Districts	Percentage of Total Tax Rate
<b>Millersburg</b>	\$	<b>3.50</b>	\$ <b>15.6121</b>	<b>23%</b>
Albany	\$	8.47	\$ 20.1907	42%
Lebanon	\$	10.62	\$ 21.2622	50%
Sweet Home	\$	10.83	\$ 23.0166	46%
Harrisburg	\$	8.10	\$ 18.3918	46%
Scio	\$	6.72	\$ 16.3734	41%
Tangent	\$	2.57	\$ 14.3367	18%