



Rules of Conduct for Public Hearings

1. No person shall be disorderly, abusive, or disruptive of the orderly conduct of the hearing.
2. Persons shall not testify without first receiving recognition from the presiding officer and stating their full name and residence address.
3. No person shall present irrelevant, immaterial, or repetitious testimony or evidence.
4. There shall be no audience demonstrations such as applause, cheering, display of signs, or other conduct disruptive of the hearing.

BUDGET COMMITTEE AGENDA

Tuesday, April 26, 2022

6:00 p.m.

Meetings are in-person. Remote access continues to be available. Instructions for joining are at <https://www.cityofmillersburg.org/bc-budget/page/budget-committee-meeting>. If you do not have access to a phone or computer, or need additional support, please contact City Hall prior to 5:00 p.m. on Monday, April 25.

Meeting link to join via computer:

<https://aspenuc.accessionmeeting.com/j/11597014359>

Phone number to join meeting: 503-212-9900

Meeting ID: 115 9701 4359

A. CALL TO ORDER – Chair Raum

B. ROLL CALL

C. INTRODUCTIONS

D. APPOINT CHAIRPERSON

E. ADOPTION OF MINUTES

1) April 27, 2021 - Budget Committee Meeting

2) May 4, 2021 - Budget Committee Meeting

Action: _____

F. AGENCY DONATION REQUESTS

G. OVERVIEW OF STRATEGIC PLAN

H. REVIEW CAPITAL IMPROVEMENT PLAN

I. FIRE STATION PROJECT UPDATE

J. RECEIVE BUDGET MESSAGE & PROPOSED FY 2022-23 BUDGET

K. OPEN FOR PUBLIC COMMENT

The public has the opportunity to address the Committee during "Public Comment" while in the virtual meeting by virtually signaling by unmuting first, then those who call in will be acknowledged, or if the public prefers, may send written comments by email to citvclerk@cityofmillersburg.org. Please limit comments to one page and include your name and address. Emails received before 5:00 p.m. on the day of the meeting will be included and read into the record.

L. ADJOURNMENT

Upcoming Meetings:

Visit the City's online calendar: <https://www.cityofmillersburg.org/calendar>

The location of the meeting is accessible to the disabled. If you have a disability that requires accommodation to attend or participate, please notify the Millersburg City Hall in advance by calling 458-233-6300.



April 27, 2021, Budget Committee Minutes

Virtual Meeting

6:00 p.m.

A. CALL TO ORDER: Called to order by Chair Mark Raum at 6:00 p.m.

B. ROLL CALL

Councilors Present: Mayor Jim Lepin, Councilors Scott Cowan, Dave Harms, Scott McPhee, and John Sullivan

Committee Mbrs: Chair Mark Raum, Allison Haley, Lorri Headrick, and Rob Yencopal

Members Absent: John Sullivan (arrived about 6:30 p.m.), Mike Martin

Staff Present: Kevin Kreitman, City Manager; Janelle Booth, Assistant City Manager/City Engineer/Budget Officer; Forrest Reid, City Attorney; and Kimberly Wollenburg, City Recorder

Guests Members: Don Dixon, Connie Lepin, Talley Richardson

C. INTRODUCTIONS

Chair Mark Raum began introductions of the Budget Committee and guest attendees and presenters.

D. APPOINT CHAIRPERSON

Chair Raum opened for nominations to Chairperson of the Budget Committee.

Action: **Motion to nominate Mark Raum as the chairperson for the Budget Committee by Lorri Headrick; seconded by Mayor Jim Lepin.**

Action: **Motion to close nominations for chairperson made by Lorri Headrick; seconded by Mayor Lepin.**

Mayor Jim Lepin:	Aye
Councilor Scott Cowan:	Aye
Councilor Dave Harms:	Aye
Councilor Scott McPhee:	Aye
Allison Haley:	Aye
Lorri Headrick:	Aye
Mark Raum:	Aye
Rob Yencopal:	Aye

Motion Passed: 8/0

Action: **Motion for approval of Mark Raum as chairperson for the Budget Committee made by Lorri Headrick; seconded by Mayor Jim Lepin.**

Mayor Jim Lepin:	Aye
Councilor Scott Cowan:	Aye
Councilor Dave Harms:	Aye
Councilor Scott McPhee:	Aye
Allison Haley:	Aye

Lorri Headrick: Aye
Mark Raum: Aye
Rob Yencopal: Aye

Motion Passed: 8/0

E. ADOPTION OF MINUTES

1) Approval of April 28, 2020 and May 5, 2020 Budget Committee Meeting Minutes

Chair Mark Raum noted that the minutes themselves were fine; however, the headers showed the wrong dates.

Action: **Motion to approve the April 28, 2020 and May 5, 2020 Budget Committee meeting minutes as corrected made by Councilor Scott Cowan; seconded by Councilor Scott McPhee.**

Mayor Jim Lepin: Aye
Councilor Scott Cowan: Aye
Councilor Dave Harms: Aye
Councilor Scott McPhee: Aye
Allison Haley: Aye
Lorri Headrick: Aye
Mark Raum: Aye
Rob Yencopal: Aye

Motion Passed: 8/0

F. AGENCY DONATION REQUESTS

City Manager Kreitman shared that there were five agency requests and showed a slide with the agencies and requests as well as the proposed budget funding for each request.

Anita Lengacher, Program Supervisor for Meals on Wheels, Glenda Lonstron, Development Director for ABC House, Ryan Lamm, Athletic Director, Boys & Girls Club of Albany, Rhonda Sherman, Linn County Fair & Expo, and Nichole Markel, NW Arts and Air Festival gave presentations regarding their programs and their request for donations/community support. Budget Committee members asked questions about the programs and their support of the Millersburg community.

G. ALBANY-MILLERSBURG WTP AND WRF CAPITAL PROJECTS UPDATE

Assistant City Manager/City Engineer Booth provided a presentation from the Albany-Millersburg Joint Water/Wastewater Management Committee, which included reviewing upcoming projects for both plants and Talking Water Gardens. Rob Yencopal asked about the 10% the City pays into management of the plants. Assistant City Manager/City Engineer Booth shared that Millersburg pays for its portion based on the percentage of the City's flow to the plant. Right now, it's up to 10% but the City is not using 10% so being billed quarterly by the City of Albany for what Millersburg uses. There was some discussion regarding how the City's flow has increased.

H. OVERVIEW OF STRATEGIC PLAN

City Manager Kreitman provided the Committee with an overview of the City's Strategic Plan, including reviewing the missions, vision, and goals.

I. REVIEW CAPITAL IMPROVEMENT PROGRAM

Assistant City Manager/City Engineer Booth went over the updates to the Capital Improvement Program for the upcoming fiscal year. Assistant City Manager/City Engineer Booth next reviewed each individual project planned/funded or unfunded.

Budget Committee Chair Mark Raum recessed the meeting at 7:26 p.m.

Budget Committee Chair Mark Raum reopened the meeting at 7:32 p.m.

J. RECEIVED BUDGET MESSAGE & PROPOSED BY 2021-22 BUDGET

City Manager Kreitman reviewed the budget calendar with the upcoming meetings and schedule for adoption. He also reviewed the budget message.

City Manager Kreitman and Assistant City Manager Booth presented an overview of the City then reviewed budgeted vs. actual expenditures for fiscal year 2020-2021 and began a review of the proposed 2021-2022 budget with the Committee.

K. OPEN FOR PUBLIC COMMENT

No public in attendance

L. ADJOURNMENT

Meeting adjourned at 8:15 p.m.

Respectfully submitted:

Reviewed by:

Kimberly Wollenburg
City Recorder

Kevin Kreitman
City Manager



May 5, 2021, Budget Committee Minutes

Virtual Meeting

6:00 p.m.

A. CALL TO ORDER: Called to order by Chair Mark Raum at 6:02 p.m.

B. ROLL CALL

Councilors Present: Mayor Jim Lepin, Councilors Scott Cowan, Dave Harms, Scott McPhee, John Sullivan

Committee Mbrs: Lorri Headrick, Mike Martin, Mark Raum, and Rob Yencopal

Members Absent: Allison Haley

Staff Present: Kevin Kreitman, City Manager; Janelle Booth, Assistant City Manager/City Engineer; Forrest Reid, City Attorney; and Kimberly Wollenburg, City Recorder

C. PUBLIC HEARING

Chair Raum opened public hearing and went over resolutions for State Shared Revenues then opened for public comment.

a. Comments received by correspondence.

None received.

b. Audience comments.

No public in attendance.

1) State Revenue Shared Funds – Discussed possible uses of funds

2) Public Comments

No public in attendance.

Chair Raum closed public hearing at 6:15 p.m.

D. CONTINUED REVIEW OF PROPOSED FY 2021-22 BUDGET

City Manager Kreitman and Assistant City Manager/City Engineer Booth continued to review the draft of the 2021-22 budget with the Budget Committee. City Manager Kreitman provided more detail regarding the decrease in franchise fees from Pacific Power. Chair Raum asked about decreases in Comcast and Century Link franchise fees including that Century Link was not providing service to many of the new developments, even with the increase in residents. City Manager Kreitman shared some possible reasons related to decisions by residents and the companies.

The Committee had a lengthy discussion regarding the community support requests, particularly putting the NW Arts & Air Festival request into the Millersburg Celebration budget. After the discussion, the majority of the Committee agreed to keep the proposed numbers.

Mayor Lepin asked about the proposed new park and when to fund. City Manager Kreitman notes that the Parks Commission needs to move forward to make recommendations about the projects and staff needs to have discussions

with the City Council as to when to start using general funds for development and anticipates a 3-5 year process.

City Manager Kreitman shared that staff has had conversations with the YMCA regarding their interest in potentially putting a facility in partnership with the Boys & Girls Club on the property where the temporary fire station currently sits and using the temporary station building.

Budget Committee Chair Mark Raum recessed the meeting at 7:25 p.m.

Budget Committee Chair Mark Raum reopened the meeting at 7:35 p.m.

During the review of the Stormwater Fund by Assistant City Manager/City Engineer Booth, the Committee inquired regarding permitting needs and the amount of personnel hours compliance would require. Staff plans to discuss this in detail with the Council once agreement is made with the Department of Environmental Quality on requirements for the city.

Mayor Lepin spoke about the Morningstar Estates Outfall Modification project and background. He noted that the reason for the project had changed but wondered if the consultants believed it should be placed on the unfunded projects and watched. After discussion,

Action: **Motion to remove CIP 30-03, Morningstar Estates Outfall Modification, from the funded list to the unfunded projects list by Mayor Jim Lepin; seconded by Councilor Scott Cowan.**

Mayor Jim Lepin:	Aye
Councilor Scott Cowan:	Aye
Councilor Dave Harms:	Aye
Councilor Scott McPhee:	Nay
Councilor John Sullivan:	Aye
Lorri Headrick:	Aye
Mike Martin:	Aye
Mark Raum:	Aye
Rob Yencopal:	Aye

Motion Passed: 9/0

E. OPEN FOR PUBLIC COMMENT
No public in attendance.

F. MOTIONS TO APPROVE CIP AND FY 2021-22 BUDGET
Rob Yencopal noted that staff has done a good job in putting together the budget and material. Mayor Jim Lepin also noted how much he appreciated the material and Committee engagement.

Action: **Motion to approve and recommend to City Council the adoption of the proposed FY 2021-2022 Budget and Capital Improvement Plan as modified made by Chair Mark Raum; seconded by Councilor Scott Cowan.**

Mayor Jim Lepin:	Aye
Councilor Scott Cowan:	Aye
Councilor Dave Harms:	Aye

Councilor Scott McPhee: Nay
Councilor John Sullivan: Aye
Lorri Headrick: Aye
Mike Martin: Aye
Mark Raum: Aye
Rob Yencopal: Aye

Motion Passed: 8/1

G. ADJOURNMENT

Meeting adjourned at 8:25 p.m.

Respectfully submitted:

Kimberly Wollenburg
City Recorder

Reviewed by:

Kevin Kreitman
City Manager

Upcoming Meeting(s):

June 11 @ 6:30 p.m. – City Council Meeting



Due Date: March 25, 2022

Donations and Sponsorship Request Application

Not for profit groups and organizations, registered charities or government entity

Name of Organization/Government Entity: _____

Contact Person: _____ Position: _____

Phone: _____ Email: _____

Mailing Address: _____

Name of Project or Activity: _____

Project or Activity Start Date: _____ End Date: _____

Amount of Funding Sought: \$ _____

Total Cost of the Project or Activity: \$ _____

Has the Project or Activity been Held Previously? Yes No
Details:

Have you Received Funds from City of Millersburg Previously? Yes No

Is your Organization Not-for-Profit or a Government Entity? Yes No

PROJECT OR ACTIVITY DETAILS

Describe the project or activity for which you are seeking support.
(Feel free to attach any supporting documentation.)

What is the purpose of your group/organization?

What are the objectives or outcomes to be achieved by the project or activity?

What is the benefit to the Millersburg community of the project or activity?
(e.g. job creation, structured activities for disadvantaged youth, support to senior citizens)

How will the project or activity be promoted and how will you measure, evaluate, and report its success?
(e.g. audience surveys, attendee numbers, verbal feedback)

Has your organization applied to, or does it intend to apply to, another organization for cash or in-kind support for the project or activity? If yes, please provide details.

DECLARATION

Declaration of not-for-profit group or organization or registered charity.

I certify the organization making this application is a not-for-profit group or organization or a registered charity.

Name: _____ Position: _____

Signature: Glenda Lonstron Date: _____

SUBMISSION PROCESS

The information sought in this application regarding the project or activity is required to enable Council to reach a fair decision about the request for funding. Please provide information in a concise manner and ensure a clear statement is presented for each item.

Further information may be requested during the application process. Please provide any information requested in a timely manner.

Questions regarding this application should be directed to the City Recorder at (458) 233-6300 or email kwollenb@cityofmillersburg.org.

Project or Activity Details:

Now in our 25th year, ABC House provides high-quality child abuse assessments for local children when there are concerns of abuse and neglect; and offers support and healing to children and families who have suffered from abuse through a continuum of comprehensive services, including medical examinations, forensic interviews, family support and referral, and counseling.

Demand for ABC House's child abuse assessment and support services has been high over the last 18 months, including cases with pronounced severity of abuse such as significant physical abuse, sexual abuse, parental substance abuse, and domestic violence. With the increased staffing hired over the last few years, ABC House is serving more children with more services per child than ever before--in 2021, we provided nearly 1,500 unique instances of service (e.g., exams, interviews, consults, etc.) versus 1,200 in 2020, and 876 in 2019. We served a total of 771 children last year (26 from Millersburg), which far exceeds our total for 2020 (690), and this trend is continuing in 2022. We have increased our direct service capacity by adding a Medical Provider in 2020, and for the first time ever, a second full-time Forensic Interviewer joined our team in 2021, allowing us to serve more children with vital services.

ABC House's Comprehensive Child Abuse Assessment & Support Services are central to our mission, with the goals of identifying abuse early so that children can be protected from further harm; providing necessary medical care to promote healing from the physical effects of abuse; connecting children and families to local agencies and community resources they need to support a healthy, safe and healing family environment; and connecting them to trauma counseling so that they can heal emotionally.

Centers like ABC House are the most effective means of ensuring that children are not further traumatized by the system that was designed to protect them. Without ABC House, children would be questioned in police stations, treated in chaotic emergency rooms, and forced to share their experiences repeatedly, with multiple people who are not working together. ABC House provides multiple services and multidisciplinary professionals together in one location, to ensure an efficient and collaborative response to concerns or child abuse or neglect.

Eligible participants are children referred by community partners for concerns of physical abuse, sexual abuse, or neglect. Young children are most at-risk for abuse and neglect; in Oregon, the majority of child victims are younger than seven years old. Approximately 90% of children needing access to the comprehensive services of ABC House come from low-income and underinsured families. No child in need is ever turned away due to an inability to pay, and families pay no out of pocket costs for vital abuse assessment services.

Research shows that child abuse tends to increase during times of crisis, such as natural disasters, and many of the same factors are present during the pandemic: disruption of routine, increased stress and substance abuse, and reduced access to resources. The COVID-19 pandemic is destabilizing environments and driving up stressors for everyone in Oregon. A March 2021 Associated Press analysis of state data revealed that the coronavirus pandemic has ripped away several systemic safety nets for millions of American children. It found that child abuse reports, investigations, substantiated allegations and interventions have dropped at a staggering rate, increasing risks for the most vulnerable of families in the nation. In Oregon alone, reporting had declined by nearly 23%. A loss in reports means greater potential for harm.

ABC House Assessment Program Budget Overview July 2021 through June 2022

	Jul '21 - Jun 22
Ordinary Income/Expense	
Income	
4000 · Revenue	
4002 · Donations	102,769.10
4007 · In-Kind Donations	
4009 · In-Kind Donations - Operational	60,380.76
Total 4007 · In-Kind Donations	60,380.76
4010 · Grants	
4015 · Benton County CAMI	71,000.00
4020 · Linn County CAMI	137,845.24
4025 · VOCA	279,360.31
4027 · Other Grant Revenue	262,367.05
Total 4010 · Grants	750,572.60
4030 · Fees for Service	250,000.00
4085 · Other Income	1,500.00
Total 4000 · Revenue	1,165,222.46
Total Income	1,165,222.46
Gross Profit	1,165,222.46
Expense	
6000 · Expenses	
6015 · Building Expenses	34,812.64
6040 · Computers	15,547.92
6045 · Contract Labor	105,296.05
6055 · Dues and Subscriptions	9,311.18
6058 · Equipment	23,762.00
6060 · Fees and Registration	556.67
6085 · Professional Services	38,285.53
6090 · Insurance	78,399.93
6100 · General Office Supplies	3,001.79
6105 · Payroll Taxes	73,968.72
6110 · Photocopy and Printing	3,131.57
6115 · Postage	380.12
6120 · Program Supplies	
6125 · Advocacy	
6126 · In-Kind Advocacy	25,000.00
6125 · Advocacy - Other	1,000.00
Total 6125 · Advocacy	26,000.00
6140 · Medical	
6141 · In-Kind Medical Supply	245.94
6140 · Medical - Other	19,725.71
Total 6140 · Medical	19,971.65
Total 6120 · Program Supplies	45,971.65
6145 · Property Tax	186.91
6150 · Public Relations & Advertising	131.61

ABC House Assessment Program Budget Overview July 2021 through June 2022

	Jul '21 - Jun 22
6155 · Retirement Match	12,200.12
6156 · Staff Wellness	2,306.06
6170 · Resource Material	0.00
6175 · Salaries and Wages	833,752.61
6230 · Trainings	6,750.00
6231 · CAMI MDT Trainings	26,125.55
6235 · Travel	862.66
Total 6000 · Expenses	1,314,741.29
Total Expense	1,314,741.29
Net Ordinary Income	-149,518.83
Other Income/Expense	
Other Income	
7000 · Other Income - Campaign	
7005 · Cap Campaign From Restriction	149,518.83
7006 · In-Kind Cap Campaign From Restr	0.00
Total 7000 · Other Income - Campaign	149,518.83
Total Other Income	149,518.83
Net Other Income	149,518.83
Net Income	0.00



2020 Annual Report



OUR MISSION

We work to break the cycle of child abuse and neglect, supporting children as they find their voice and helping children and families heal and thrive.



OUR VISION

We envision a world in which every child has the opportunity to be happy, healthy and safe; parents and caregivers understand the impact of their actions on children, and our community actively and vocally stands up to child abuse and neglect.



DIRECTOR ' S CORNER

2020 is the year everything changed. COVID-19 upended our lives in ways we could not have anticipated, and the effects have been profound. Delivering assessment and support services proved challenging in an environment where the rules kept changing, and I commend our talented staff, Board, volunteers and partners, for giving their all to ensure our services reached as many children as possible.

Through it all, the one thing that never changed – the one thing we could count on – was your continuing support for the children who walk through our doors every day. Thanks to you, our doors never closed. Throughout the pandemic, we continued to serve children in the darkest moments of their lives, including some of the most severe cases we have seen to date.

To provide services safely, we increased our use of PPE and heightened our safety protocols, including limiting the number of families on site at a time to reduce their exposure risk. We also embraced technology like never before, even delivering many services virtually. Older children participated in tele-forensic interviews in which the child and interviewer talked from separate interview rooms at ABC House via secure video conferencing, allowing them to speak at length without the need for masks. Our trauma counseling program operated almost exclusively through tele-mental health, which actually enabled us to reach more youth in rural areas. Even our child abuse prevention trainings went virtual, as both adults and youth tuned in to learn how they could keep kids safe during this extraordinary time.

After an eerily quiet spring immediately following local school closures, referrals to ABC House then surged during the summer months resulting in 25% more children served in June, July and August compared to the previous year. Overall, we cared for nearly the same number of children as we did in 2019, which is notable considering the initial decrease in referrals and the challenges imposed by our safety protocols.

Although we served slightly fewer children, our team provided more services to those children: 920 unduplicated services in 2020 compared to 876 the previous year, including 101 additional medical exams! Equally important, 10% more children received assessment services in our new building, including children who previously would have been served only through a consultation. More children on site means more support and wrap-around care. This was possible because of our expansive new facility that you helped make possible.

It is too soon to determine how COVID-19 has impacted child abuse. Stressors such as job losses and financial worries, lack of child care, health concerns and reduced access to resources all put vulnerable children at greater risk. Demand for abuse assessment and support services will continue to be high in the coming months. But just as your caring never stops, neither do we. With your partnership, we will continue the work that helps children stay safe and healthy, so that kids can go back to being kids.



Jenny Gilmore-Robinson

Executive Director

BOARD OF DIRECTORS

Stephenie Martinenko-Ray, Board President

Jeff Kline, Vice President

Debbi Richards, Secretary

Kori Sarrett, Treasurer

Jason Yutzie, Past President

Jay Dixon, Member at Large

Bryan Rehnberg, Board Member

Faylene Gardner, Board Member

Gordon Vogt, Board Member

Hayley Boss, Board Member

Neftali Pizano, Board Member

Norm Jager, Board Member

Rosa Plascencia, Board Member

Steve George, Board Member

STAFF

Jenny Gilmore-Robinson, Executive Director

Dr. Carol Chervenak, Medical Director

Glenda Lonstron, Development Director

Ryan Batacandolo, Billing Specialist

Ryan Catarius, Clinical Supervisor

Jen Cervantes, Medical Assistant

Dr. Carissa Cousins, Medical Provider

Dave Dietrich, Finance Specialist

Leslie Fager, Development Coordinator

Erin Ferris, Clinical Manager

Esther Friedman, Forensic Interviewer

Deanna Hubele, Donor Relations Specialist

Itamar Jimenez, Family Support Advocate

Terea Johnson, Intake Specialist

Courtney Kennison, Medical Provider

Hung Le, Family Support Advocate

Ariel Lewis, Operations Manager

Carla Medel, Medical Clerical Assistant

Amanda Patterson, Forensic Interviewer

Jennifer Jo Schmidt, Administrative Assistant

Rebecca Simmons, Community Prevention Coordinator



2020 YEAR IN REVIEW

691

Children & Youth Served

1,079

Service Appointments

2,024

Total Community Members Served

1,260

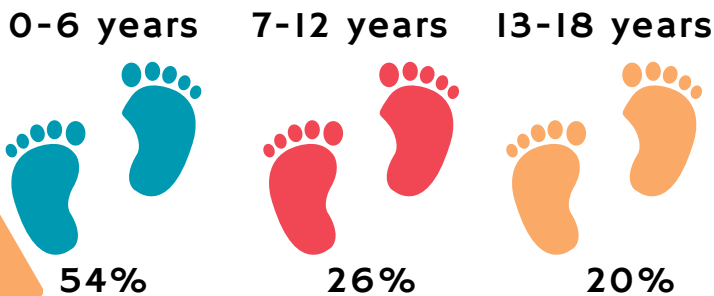
Community Members Trained

118

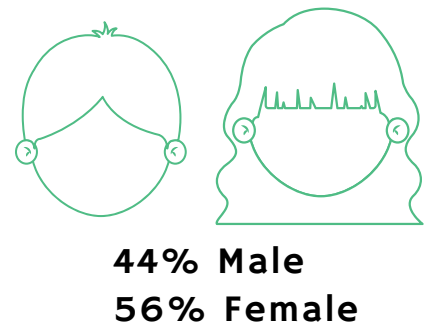
Emergency Medical Consultations

ASSESSMENT CLIENT STATISTICS

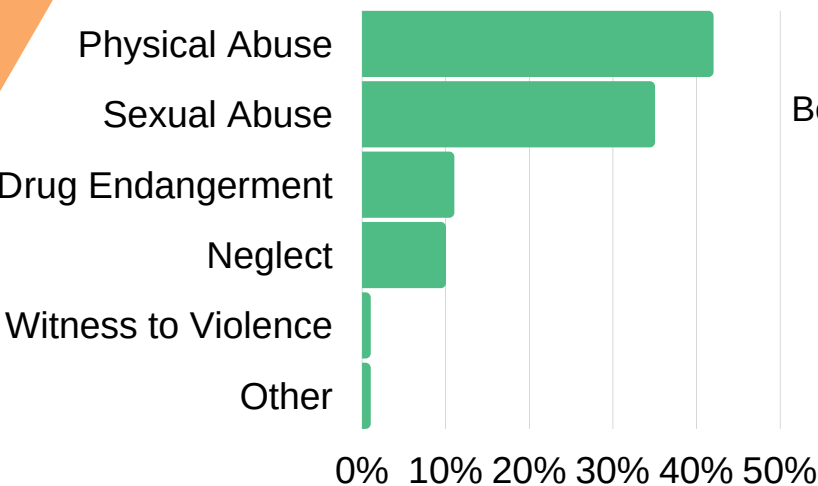
AGE



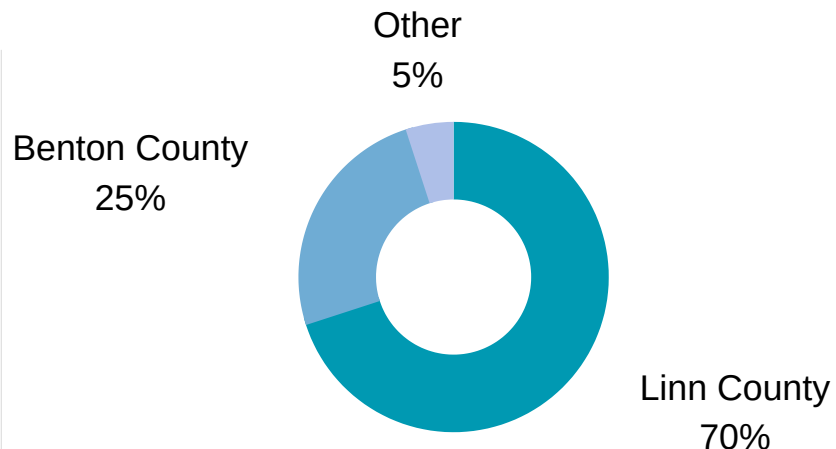
GENDER



ALLEGATION



COUNTY OF RESIDENCE



OUR SERVICES

Medical Exams & Consultations

Our physicians are child abuse experts and remain supportive, objective, and neutral throughout the child's head-to-toe exam. Any physical signs of abuse are documented and may be used as evidence in the abuse investigation. Equally important, children have the opportunity to ask questions about how the abuse may have affected their bodies and development, and to receive reassurance from our trained staff.

606 Medical Services

Forensic Interviews

Forensic interviews are legally justifiable, fact-finding interviews with a child conducted by professionals trained in talking to children to obtain accurate and objective information. The purpose of a digitally recorded forensic interview is to reduce the number of times children need to share their experience.

212 Interviews

Family Advocacy & Support Services

Families receive support to help them cope with the discovery of abuse and navigate at a time when their lives have turned upside-down. Our Advocates provide families with information to help non-offending caregivers understand the child abuse assessment and investigation processes, as well as help, identify, and connect them to any other needs or resources.

375 Family Support Sessions

Trauma Counseling

ABC House counselors specialize in trauma treatment to help children and their family members process what has happened to them and move forward. Children learn strategies to help them manage their fear or feelings of being out-of-control when remembering abusive events, and to focus on their own strengths and abilities. These services are offered as long as they are needed.

28 Children & Youth 45 Adults 269 Clinical Hours

Community Education & Prevention

We believe that prevention education is the key to ending child abuse. ABC House offers a comprehensive community outreach program that includes a variety of training topics. Programs targeting adult professionals and community members focus on preventing, identifying, and responding to concerns of child abuse; school presentations educate students on ways to stay safer. Be a hero and learn how to report abuse and how to keep children safe on the internet and social media by attending a free training. During the pandemic all youth and adult trainings went virtual.

98

Children Educated

481

Youth Educated

681

Adults Educated

5

Child Presentations

25

Youth Presentations

58

Adult Presentations



Girls Circle is a peer support group for female-identifying youth that combines creative activity and facilitated discussion to build resiliency, self-efficacy, and self-esteem. Group sessions are held in an emotionally safe setting where girls are encouraged to share experiences that are helpful to one another.

1

Participating High Schools

23

Youth Participants

16

Support Group Sessions



FUNDRAISING EVENTS

ABC House hosts events throughout the year to increase child abuse awareness and raise critical funds, which enables hundreds of children to access vital assessment and support services.

Celebrate Hope

Each spring, ABC House hosts one of Linn and Benton counties' most highly anticipated events. Celebrate Hope, presented by Town & Country Realty, is an evening of delicious dinner, inspiring guest speakers, and the opportunity to raise vital funding to provide essential services to children who have been victimized by abuse and neglect in our community. This was our first year going virtual with great success!



\$123,410

Raised

Holly Jolly 5K and Online Auction

Between November 21st - December 6th, hundreds of participants dressed up in Reindeer attire and virtually ran/walked/hiked to support ABC House. There was also an online auction component that included over 50 packages!

229

5K Attendees

\$40,119

Raised



Community Fundraisers

ABC House is fortunate to enjoy the generosity of so many individuals, businesses, and organizations in the community that host several fundraising events. From birthday fundraisers, 50/50 raffles, to generous merchants donating a portion of their sales, all these amazing individuals and groups make healing possible!

28

Fundraisers Hosted

\$32,900

Raised



WAYS TO GET INVOLVED

Spread the Word!

Like and share our updates and events on social media and talk with your friends, family, coworkers, or groups about ABC House!



Engage!

From attending an event to hosting your own fundraiser there are many ways to stay connected with our mission! Fun Fact: You can support ABC House while you shop by choosing us as your charity on Amazon Smile, Fred Meyers Community Rewards, or by getting a blue Bottle Drop bag from us to collect cans!

Take a Training!

One of the biggest ways to make an impact in our community is to be aware of the signs of abuse and what to do if you suspect abuse or if a child discloses abuse to you. Take an upcoming free training in English or Spanish. Together we can end child abuse and neglect!

Donate!

ABC House provides all of our services to families at no out of pocket cost. Make a donation that will directly help victims of abuse and neglect!

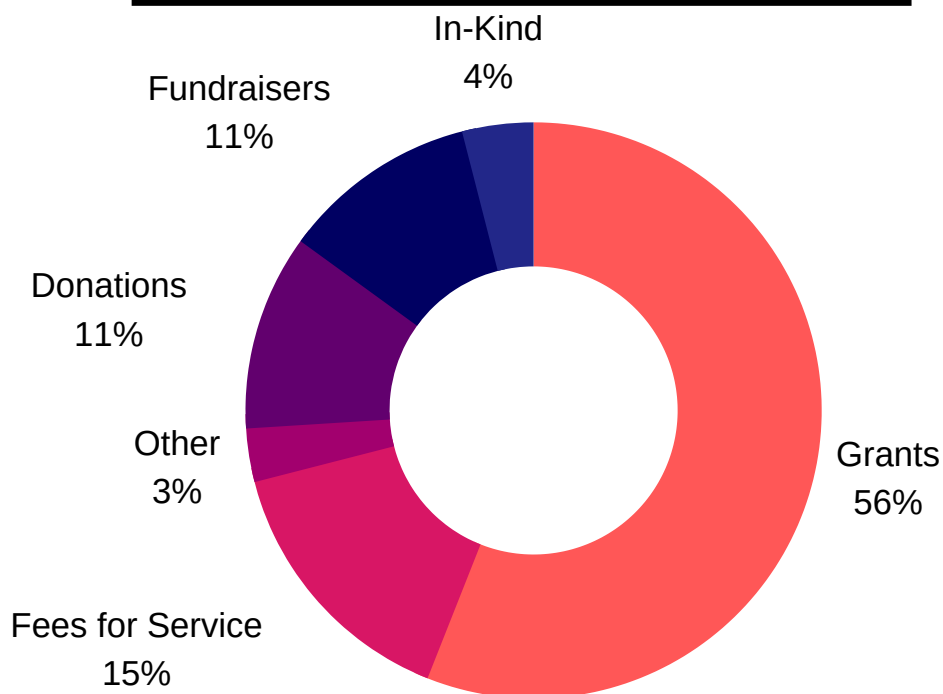
You can make a difference to a child every month by joining the Friends of Hope monthly giving program.



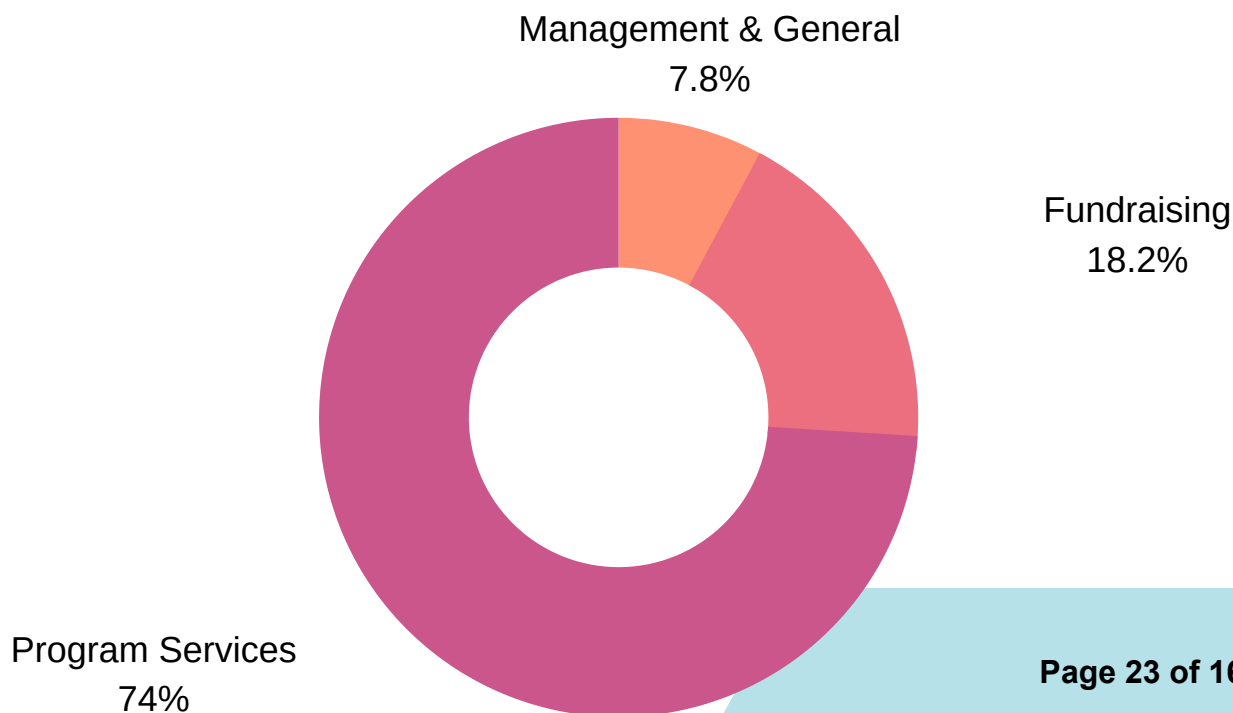
FINANCIAL STABILITY

Because of your generosity, we are able to continue our mission of helping children in crisis. This is a snap-shot of our fiscal year July 2019 - June 2020.

Support & Revenue: \$1,794,951



Expenses: \$1,688,587



DONORS

We are so grateful for the incredible individuals, businesses, foundations, and organizations that supported ABC House in 2020 through monetary and in-kind donations. We are very honored you chose to do your part to bring healing to abused and neglected children in Benton & Linn Counties. If we have inadvertently missed you or misspelled your name, please contact the Development Office at 541-926-2203 or devassistant@abchouse.org.

*Recognition of our Friends of Hope monthly donors

AAsum-Dufour Funeral Home	Assurant Solutions
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QUILTER ' S CORNER

These generous community members spent countless hours crafting beautiful quilts for our clients to enjoy! At the end of an assessment appointment, every child and youth is gifted with one of these amazing quilts as a thank you for their time. These quilts are made with love and leave a lasting impression by bring comfort to those who need it most.

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Due Date: March 25, 2022

Donations and Sponsorship Request Application

Not for profit groups and organizations, registered charities or government entity

Name of Organization/Government Entity: Boys & Girls Club of Albany

Contact Person: John Andersen Position: CEO

Phone: [REDACTED] Email: [REDACTED]

Mailing Address: [REDACTED] Albany, OR 97322

Name of Project or Activity: Millersburg park youth sport camps, HoopJam, Winter youth basketball leagues

Project or Activity Start Date: July 2022 End Date: July 2023

Amount of Funding Sought: \$ \$7,500

Total Cost of the Project or Activity: \$ \$75,000

Has the Project or Activity been Held Previously? Yes No

Details:

These programs and services are offered annually through the Boys & Girls Club of Albany. They are designed to serve ages 5-18 years old. We are hoping that the City of Millersburg will support these various youth sports opportunities that are utilized by Millersburg residents.

Have you Received Funds from City of Millersburg Previously? Yes No

Is your Organization Not-for-Profit or a Government Entity? Yes No

PROJECT OR ACTIVITY DETAILS

Describe the project or activity for which you are seeking support. (Feel free to attach any supporting documentation.)

\$2500 for Hoop Jam - This is our annual youth 3 on 3 basketball tournament scheduled for July 30-31st. We had approximately 400 participants (5-19 years old) registered last Summer and are expecting to grow even bigger this Summer. Kids come from all over the Valley and surrounding communities to compete. Over 2000 people are in attendance. Funding would help with event expenses and be a sponsorship opportunity for the City of Millersburg.

\$2500 for the Millersburg park summer youth sports camps. In what would be our 3rd year offering this multi-sports camp at Millersburg park, this camp provides Millersburg residents a great opportunity for their kids right in their own community! We have served over 100 Millersburg residents in the past and hope to continue to provide and grow this youth sports camp that provides skill development, teamwork, and lots of fun. Funds would support staff, expenses, equipment, etc.

What is the purpose of your group/organization?

The Boys & Girls Club of Albany is a non-profit youth development program that serves youth ages 5-18 years old. The Club provides an after-school & Summer program, athletic leagues and camps, and dental services year round at affordable rates so every kid has the opportunity to learn and grow with trained professional staff, mentors, and coaches. Our after-school program runs from 2:30-7:00pm, Monday - Friday. Youth can participate in art, cooking, technology, dance, leadership, and education programs.

What are the objectives or outcomes to be achieved by the project or activity?

The objectives of our sports programs is to provide a safe and positive environment for all youth regardless of their skills & abilities to participate in a non-competitive league. Those who participate in sports have learned more than just fundamentals, youth will gain life-long characteristics like teamwork, sportsmanship, and hard work. In a society full of technology, the club is dedicated to creating an outlet to get kids active and ensure opportunities for exercise under the guidance of trained volunteers and staff.

What is the benefit to the Millersburg community of the project or activity?
(e.g. job creation, structured activities for disadvantaged youth, support to senior citizens)

As a sponsor of various youth sport leagues/programs, the City of Millersburg will be recognized as a partner of the Boys & Girls Club of Albany. Recognition will be seen through different marketing outlets; school & club flyer, social media, and logo placement at Club/event facilities. Sponsorship supports allows the Club of keeping sports fees affordable, allowing all youth especially those from disadvantage circumstances the opportunity to participate. Our programs also creates jobs for high school students as most of our officials and umpires are students from the local high schools. These entry positions allows the Club to train and develop students into possible long-term employment at the club or local businesses.

How will the project or activity be promoted and how will you measure, evaluate, and report its success?

(e.g. audience surveys, attendee numbers, verbal feedback)

Our programs are evaluated through various platforms, for example:

1. Number of enrolled participants are evaluated quarterly and compared to prior years to look for growth in the various program areas.
2. Coaches surveys are implemented throughout the year to gain valuable feedback and identify strengths and ideas to make our programs even better.

Has your organization applied to, or does it intend to apply to, another organization for cash or in-kind support for the project or activity? If yes, please provide details.

As a non-profit organization, the Boys & Girls Club of Albany strives to keep cost of our services low and affordable. We apply for support from United Way of Linn, Benton, & Lincoln Counties through their granting process on an annual basis. However, most of our support comes from individual giving and corporate sponsors.

DECLARATION

Declaration of not-for-profit group or organization or registered charity.

I certify the organization making this application is a not-for-profit group or organization or a registered charity.

Name: John Andersen Position: CEO

Signature: John Andersen Digitally signed by John Andersen
Date: 2022.04.20 16:54:19 -07'00' Date: 4/20/22

SUBMISSION PROCESS

The information sought in this application regarding the project or activity is required to enable Council to reach a fair decision about the request for funding. Please provide information in a concise manner and ensure a clear statement is presented for each item.

Further information may be requested during the application process. Please provide any information requested in a timely manner.

Questions regarding this application should be directed to the City Recorder at (458) 233-6300 or email kwollenb@cityofmillersburg.org.

Project or Activity Details:

\$2500 for Hoop Jam - This is our annual youth 3 on 3 basketball tournament scheduled for July 30-31st. We had approximately 400 participants (5-19 years old) registered last Summer and are expecting to grow even bigger this Summer. Kids come from all over the Valley and surrounding communities to compete. Over 2000 people are in attendance. Funding would help with event expenses and be a sponsorship opportunity for the City of Millersburg.

\$2500 for the Millersburg park summer youth sports camps. In what would be our 3rd year offering this multi-sports camp at Millersburg park, this camp provides Millersburg residents a great opportunity for their kids right in their own community! We have served over 100 Millersburg residents in the past and hope to continue to provide and grow this youth sports camp that emphasizes skill development, team work, and lots of fun! Funds would support staffing expenses, equipment, daily snacks/prizes, and participant t-shirts. Tentatively scheduled for the month of July.

\$2500 - 3rd-8th Grade Winter Basketball Leagues - After losing a season to COVID restrictions in 2020, the Boys & Girls Club of Albany was able to offer and provide a Winter basketball season for 3rd-8th grade boys and girls that included 397 participants. Of those, over 100 were city of Millersburg residents. These leagues offer opportunities for Recreational and Competitive options for youth participating. Funds for these leagues would go to help support program expenses including: equipment, uniforms, facilities for practices/games, tournament entry costs, uniform expenses, and scholarship funding for families in need of support for their child to participate.

How will the project or activity be promoted and how will you measure, evaluate, and report its success?

Our programs are evaluated through various platforms, for example:

1. Number of enrolled participants are evaluated quarterly and compared to prior years to look for growth in the various program areas.
2. Coaches surveys are implemented throughout the year to gain valuable feedback and identify strengths and ideas to make our programs even better.
3. Parent surveys are also utilized to gain feedback and gauge the quality of service provided to their kids.



Due Date: March 25, 2022

Donations and Sponsorship Request Application

Not for profit groups and organizations, registered charities or government entity

Name of Organization/Government Entity: South Willamette Valley Honor Flight

Contact Person: Ed Bock Position: Executive Director

Phone: [REDACTED] Email: [REDACTED]

Mailing Address: [REDACTED] Albany, OR 97322

Name of Project or Activity: _____

Project or Activity Start Date: September, 2012 End Date: When all veterans taken

Amount of Funding Sought: \$ 2,000

Total Cost of the Project or Activity: \$ 100,000-125,000 per Flight

Has the Project or Activity been Held Previously? Yes No

Details:

South Willamette Valley (SWV) Honor Flight began in September 2012 taking its first Flight of Veterans to Washington DC. In 2013 there were 3 Flights and since then 13 additional Flights have occurred. 755 Veterans of Linn, Benton, Lincoln, and Lane Counties have experienced their own Honor Flight. We currently have a waiting list of over 200 and continue to accept applications from veterans (active duty, Reserves or National Guard who served any time anywhere between December 7, 1941

Have you Received Funds from City of Millersburg Previously? Yes No

Is your Organization Not-for Profit or a Government Entity? Yes No

PROJECT OR ACTIVITY DETAILS

Describe the project or activity for which you are seeking support.

(Feel free to attach any supporting documentation.)

SWV is one of about 120 Hubs (geographical designations) in 44 states. While we have a parent organization, Honor Flight Network, we operate independently and have our own 13 member Board of Directors. Our mission is to celebrate our veterans by inviting them to share in a trip of honor at our nation's memorials. We make two trips each (non-Covid) year with 50-60 Veterans to the Washington DC area. They are celebrated and thanked at approximately 15 memorials and museums including at the Tomb of the Unknown Soldier in Arlington Cemetery over a two day period. They are also presented with an American Flag that has been flown over the Capitol as well as a large envelope of cards and letters thanking them for their service during our Mail Call event. The Flight is free for Veterans. Those accompanying them pay their own way to be there.

What is the purpose of your group/organization?

Our purpose is to celebrate, honor and thank our veterans. This is not a celebration of war. Rather it is a celebration of the men and women who stepped up and answered the call to serve their country.

What are the objectives or outcomes to be achieved by the project or activity?

Our objective is to help the U.S. to become a nation where all of America's veterans experience the honor, gratitude, and community of support they deserve.

What is the benefit to the Millersburg community of the project or activity?
(e.g. job creation, structured activities for disadvantaged youth, support to senior citizens)

Recognition of and thanks to the veterans who live in Millersburg and surrounding areas. It has been noted by a number of veterans that their Honor Flight was the first time they had been thanked or welcomed home.

By providing the recognition and thanks we hope we are instilling in younger generations that stepping forward and serving helps make us all better off.

How will the project or activity be promoted and how will you measure, evaluate, and report its success?

(e.g. audience surveys, attendee numbers, verbal feedback)

SWV promotes its Flights, fundraisers, other events and documentaries on social media including Facebook, Instagram, and our website www.swvhonorflight.org. Previous Flights and the upcoming Flight (4/28-5/2) have and will have the Evening News Anchor from KVAL and a photographer imbedded with us and they will provide live and taped reports on our activities in the Nations Capitol.

Has your organization applied to, or does it intend to apply to, another organization for cash or in kind support for the project or activity? If yes, please provide details.

It costs nearly \$1,200 to take each Veteran on their Honor Flight. We receive no Federal or State funding and are therefore dependent on individuals, organizations and businesses for support. We have applied to and received one grant of \$10,000 (in 2018) from the Siletz Tribal Charitable Contribution Fund. We have also received a couple \$15,000 internal grants from Honor Flight Network most recently in 2021.

We have no current plans to apply for Grants in 2022 but we do anticipate applying for grants in 2023 and beyond

DECLARATION

Declaration of not for profit group or organization or registered charity.

I certify the organization making this application is a not for-profit group or organization or a registered charity.

Name: Ed Bock Position: Executive Director
Signature: Ed Bock Digitally signed by Ed Bock Date: 2022.04.20 19:55 27 -07'00' Date: 4/20/22

SUBMISSION PROCESS

The information sought in this application regarding the project or activity is required to enable Council to reach a fair decision about the request for funding. Please provide information in a concise manner and ensure a clear statement is presented for each item.

Further information may be requested during the application process. Please provide any information requested in a timely manner.

Questions regarding this application should be directed to the City Recorder at (458) 233 6300 or email kwollenb@cityofmillersburg.org.



Due Date: March 25, 2022

Donations and Sponsorship Request Application

Not for profit groups and organizations, registered charities or government entity

Name of Organization/Government Entity: South Albany High School Senior All Night Party
Contact Person: Staci Rubesh Position: parent

Phone: [Redacted] Email: [Redacted]

Mailing Address: [Redacted]

Name of Project or Activity: South Albany Senior All Night Party

Project or Activity Start Date: June 7, 2022 End Date: June 7, 2022

Amount of Funding Sought: \$ 1,000

Total Cost of the Project or Activity: \$ 20,000

Has the Project or Activity been Held Previously? Yes No

Details: South Albany has been doing the Senior All Night Party for 30 plus years.

Have you Received Funds from City of Millersburg Previously? Yes No

Is your Organization Not-for-Profit or a Government Entity? Yes No

PROJECT OR ACTIVITY DETAILS

Describe the project or activity for which you are seeking support.
(Feel free to attach any supporting documentation.)

We are seeking support for the South Albany High School Senior All Night Party. This event helps celebrate our Seniors and all of their accomplishments in a safe and supervised environment.
What is the purpose of your group/organization?

The purpose of our group is to raise the money needed to put on this event for our Seniors.
What are the objectives or outcomes to be achieved by the project or activity?

The objective of the Senior All Night Party is to provide the Seniors a safe and drug-free environment to celebrate their graduation.

What is the benefit to the Millersburg community of the project or activity?
(e.g. job creation, structured activities for disadvantaged youth, support to senior citizens)

The benefit to the Millersburg community is the opportunity for the Seniors who reside in Millersburg, along with their classmates, to have a safe drug-free environment to celebrate their graduation.

How will the project or activity be promoted and how will you measure, evaluate, and report its success?

(e.g. audience surveys, attendee numbers, verbal feedback)

The Senior All Night Party has been promoted via social media and e-mail since August of 2021. We will evaluate its success by attendee numbers and verbal feedback.

Has your organization applied to, or does it intend to apply to, another organization for cash or in-kind support for the project or activity? If yes, please provide details.

We have requested donations from over 100 businesses and organizations in town.

DECLARATION

Declaration of not-for-profit group or organization or registered charity.

I certify the organization making this application is a not-for-profit group or organization or a registered charity.

Name: Staci Rubesh Position: parent

Signature: Staci Rubesh Date: 4-20-22

SUBMISSION PROCESS

The information sought in this application regarding the project or activity is required to enable Council to reach a fair decision about the request for funding. Please provide information in a concise manner and ensure a clear statement is presented for each item.

Further information may be requested during the application process. Please provide any information requested in a timely manner.

Questions regarding this application should be directed to the City Recorder at (458) 233-6300 or email kwollenb@cityofmillersburg.org.



Senior All Night Drug and Alcohol-Free Graduation Party

Donation Request Form, 2022

Tax ID: 83-0781609

We, as parents of seniors at South Albany High School, would like to thank the city of Millersburg for being avid supporters of our community, Millersburg, Albany, and surrounding areas, and of South Albany high school. The high school students from the Millersburg area attend South Albany High School. This is a great school for our children, they are achieving academically, athletically and are involved in volunteering in their community and are preparing to become productive, happy, successful adults.

Each year, parents, the community and volunteers host a traditional Senior All Night Party for graduating seniors at South Albany High School. This wonderful event helps the seniors celebrate their accomplishments and allows them the opportunity to have one last night of fun and entertainment with their classmates in a **safe and well supervised environment**. Communities that provide a Grad Night have virtually eliminated alcohol and drug-related injuries on graduation night, and we want to continue this by having a zero-fatality rate on our grad night. We are coming to the City of Millersburg tonight to ask for your support for our drug and alcohol-free party.

We are here tonight to ask for your financial support for our Senior All Night Drug and Alcohol-Free Party. Supporting this party would help ensure that each of our graduates attending this party will be in a safe place to celebrate this special life accomplishment. It is our goal to have all of our seniors at our drug and alcohol-free grad night party. Our Senior All Night Party is held immediately after graduation where we will board busses and go to Bullwinkle's Recreation Center. The transportation to and from the party is provided for all students and is paid for by our fundraising efforts. There will also be dinner, snacks and entertainment to help the kids have a great time celebrating this special evening. There will also be many different activities that will appeal to each student. Our party will also have a gift for each graduate, and also various raffle prizes. Parent and school volunteers chaperone the entire night. Some items we can get donated from local businesses, but some items we just have to pay for, and that takes money. Parents have been working hard on fundraising, but we still have a way to go. So I am here tonight representing the parents of South Albany High School Seniors to ask the City of Millersburg to make a monetary contribution to our party, which will help to make our party a safe and memorable event. Our fundraising goal is \$20,000. With the efforts of our parents and the local community, we have raised \$14,500 towards our goal. Tonight, we ask the City of Millersburg to make a donation to this year's Senior All Night Party. Your support and generosity will help guarantee the success and safety of our grad night.

Our fundraising group is a non-profit organization, and the proper paperwork can be provided for any donations. Thank you for your time tonight, we greatly appreciate it. 2101

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?

3. What is the probability that the public interest will be ultimately served and to what degree?
4. Are public parties or private parties the primary beneficiaries of the donation?
5. Do controls exist such as performance-based criteria to determine whether the donation was used to benefit Millersburg residents?

GOAL:

- 1) When this process is completed, the City should be able to answer for all donations:
 - a. To whom the money is being donated.
 - b. What type of services are received as a result of the donation.
 - c. What types of services and programs will be considered for donations.
 - d. Specific to each donation, the City should be able to answer why the donation was made and the amount of the donation.



FY 2022-2026

Capital

Improvement

Plan





CITY OF
Millersburg

A COMMUNITY LINKING
AGRICULTURE AND INDUSTRY

Capital Improvements Plan

City of Millersburg

2022-2026

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DRY

Table of Contents

Introduction.....	5
Finances	7
Parks.....	9
Public Facilities	25
Transportation	31
Storm Water	41
Wastewater.....	45
Water	51

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Introduction

Strategic Planning and Decisions

The City of Millersburg Strategic Plan consists of a mission statement, vision, and six strategic priorities, which are each supported by goals and objectives. Our mission statement and vision are founded on basic values that guide our decisions.

Mission Statement: Providing a strong industrial base to maintain a quality, small-town atmosphere.

Vision: A community which values its strong industrial base and economic development that supports its ability to maintain a small-town atmosphere by providing funding for excellent services, resulting in a safe and healthy environment for residents

The six Strategic Priorities are:

1. **Governance** – Millersburg is governed in a way that supports the needs of its growing residential base, businesses, and industry.
2. **Safety** – Provide effective emergency services to the community.
3. **Development** – Development of residential, commercial, and industrial properties as a planned and managed process.
4. **Public Infrastructure** – City infrastructure systems are designed, constructed, and maintained to meet current and future needs.
5. **Recreation** – A community that supports recreational and social activities for all ages.
6. **Environmental Stewardship** – Millersburg promotes sustainability through efficient management of natural resources.

Our principle and vision statements must be upheld by and guide the decision-making process when determining planned projects and expenditures. The visions and values of the Strategic Plan are the basis for the projects proposed in this Capital Improvement Program (CIP).

Financial Planning

The Capital Improvement Program (CIP) is a planning document that identifies capital projects in the next five-year horizon for elected officials, citizens, and staff. The first year of the CIP will be the basis for developing the capital portion of the forthcoming City Budget for the year. This CIP shows the total cost of a project in the year it is funded. Once a project appears in the first year of the CIP and makes it into the budget, it does not appear again in the CIP because the project has moved beyond the planning phase.

How to Use This Report

Each section of the report deals with a major infrastructure service the city provides. You will find separate sections for parks, public facilities, transportation, stormwater, wastewater, and water.

Each project scheduled over the next five years is individually identified. Each project shows the total cost and the sources of money used to pay for it. Each project has a unique CIP identification number attached to it.

The CIP Process

This report is distributed to the City Council and Budget Committee, and copies are made available to the public at City Hall and on the city's website. During the first Budget Committee meeting the proposed project list will be reviewed and an opportunity will be provided to ask questions to clarify issues and information. The CIP will be revised as necessary and the final Program adopted along with the City Budget. This final version is the basis for projects found in the City Budget.

DRAFT

Finances

Paying for Capital Projects

The city has operating and reserve funds which can be used to fund projects, however there is not enough money for all the projects the city needs or would like to do. In most cases the source of money determines which projects get included. For instance, Water Fund revenue can only be spent on water projects. The money each of these funds receives must be spent for the purposes for which the fund was created.

Sources of Funding

The table below shows the relative breakdown of funding sources for all the projects contained in the 2022-2026 CIP.

This chart shows a projection of funds needed for projects in any given year. Any given project can have funding from more than one source. For instance, a sewer upgrade project may be funded by a combination of Sewer Rate revenue and Sewer System Development Charges (SDC) revenue. Each project in this CIP will have funding sources identified.

A fund is an accounting term that denotes a stand-alone operation that has its own set of accounting books. Even though it is part of the city, for financial purposes it operates as a separate service.

Projected Cost Totals by Funding Source

FUNDING SOURCE	2022-23	2023-24	2024-25	2025-26	2026-27	TOTAL
GF Beginning Balance	\$153,000	\$880,000	\$74,000	\$0	\$0	\$1,107,000
SDC-I Streets	\$0	\$513,000	\$0	\$839,000	\$0	\$1,352,000
SDC-R Streets	\$0	\$0	\$0	\$685,000	\$0	\$685,000
SDC-I Sewer	\$0	\$217,000	\$0	\$0	\$0	\$217,000
SDC-I Water	\$0	\$169,000	\$0	\$0	\$0	\$169,000
SDC-R Water	\$400,000	\$100,000	\$0	\$0	\$0	\$500,000
SDC-I Parks	\$0	\$100,000	\$28,000	\$301,000	\$0	\$429,000
SDC-R Parks	\$0	\$0	\$0	\$0	\$0	\$0
Highway Use Tax	\$0	\$0	\$0	\$0	\$0	\$0
Highway Use Tax – Bike/Ped	\$0	\$20,000	\$0	\$0	\$0	\$20,000
Street Reserves	\$15,000	\$301,000	\$0	\$0	\$0	\$316,000
Perlenfein Zuhlke Lane Reservation	\$96,300	\$0	\$0	\$0	\$0	\$96,300
Suniga Millersburg Drive Reservation	\$0	\$0	\$0	\$341,000	\$0	\$341,000
Stormwater Reserves	\$0	\$0	\$0	\$0	\$0	\$0
Sewer Rates/Operating Revenues	\$40,000	\$346,000	\$0	\$0	\$0	\$386,000
Water Rates/Operating Revenues	\$0	\$0	\$0	\$0	\$0	\$0
Grants	\$132,000	\$0	\$0	\$0	\$0	\$132,000
Settlement Proceeds	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL:	\$836,300	\$2,646,000	\$102,000	\$2,166,000	\$0	\$5,750,300

The Five-Year Plan

The following table shows the total cost of projects authorized in each of the next five years for each major category of capital projects.

Occasionally new issues, changing cost and revenue realities, or shifts in city priorities will cause a project, or a number of projects, to be either bumped forward or back in the five-year schedule. Any changes of this nature would be reflected in future CIP documents.

Projected Cost Totals by Category

CATEGORY	2022-23	2023-24	2024-25	2025-26	2026-27	TOTAL
Parks	\$160,000	\$950,000	\$102,000	\$301,000	\$0	\$1,513,000
Public Facilities	\$25,000	\$30,000	\$0	\$0	\$0	\$55,000
Transportation	\$211,300	\$834,000	\$0	\$1,865,000	\$0	\$2,910,300
Stormwater	\$0	\$0	\$0	\$0	\$0	\$0
Wastewater	\$40,000	\$217,000	\$0	\$0	\$0	\$257,000
Water	\$400,000	\$615,000	\$0	\$0	\$0	\$1,015,000
GRAND TOTALS:	\$836,300	\$2,646,000	\$102,000	\$2,166,000	\$0	\$5,750,300

Parks

A Path Forward

Strategy 5 of the Strategic Plan states, “Millersburg is a community that strives to support community recreational and social activities for all ages.” In accordance with this goal the Millersburg City Council formed a Parks Committee in 2017 and began development of a Parks Master Plan in 2018.

The Parks Master Plan was completed and adopted in April 2020. Now that the Parks Master Plan is complete, it will guide the city's investment in park acquisition, renovation, and facility improvements. In 2021 a System Development Charge (SDC) study was completed and new parks SDC charges were adopted in September 2021. Parks projects may be funded by a mix of funds from outside grants, private donations, Parks SDCs, and the general fund.

The capital projects from the Parks Master Plan are included in this CIP. The Parks Commission will evaluate the project list and guide implementation of projects going forward, as funding becomes available.

Projected Cost Totals

FUNDING SOURCE	2022-23	2023-24	2024-25	2025-26	2026-27	TOTAL
GF Operating	\$0	\$0	\$0	\$0	\$0	\$0
GF Beginning Balance	\$128,000	\$850,000	\$74,000	\$0	\$0	\$1,052,000
Grant	\$32,000	\$0	\$0	\$0	\$0	\$32,000
SDC-R Parks	\$0	\$0	\$0	\$0	\$0	\$0
SDC-I Parks	\$0	\$100,000	\$28,000	\$301,000	\$0	\$429,000
GRAND TOTALS:	\$160,000	\$950,000	\$102,000	\$301,000	\$0	\$1,513,000

Funded Projects Summary & Detail

The following projects have been identified for inclusion in this five-year Capital Improvement Program.

Each project shown below is explained in detail on the pages that follow. Projects are listed in the fiscal year order they are planned to occur, and in CIP ID# order within a given fiscal year set.

CIP #	Phase Title	Projected Total
Plan Year: 2022 – 2023		
1115	NEW NEIGHBORHOOD PARK PLANNING AND DEVELOPMENT	\$40,000
1126	CITY PARK RESTROOMS AND SHELTER ROOF REPLACEMENT	\$120,000
Total for FY 2022-2023		\$160,000
Plan Year: 2023-2024		
1100	CITY PARK ADDITIONAL PAVED ACCESS PATHWAYS	\$28,000
1105	CITY PARK TENNIS COURT RESURFACING	\$34,000
1108	ACORN PARK PAVED PATHWAYS AND PICNIC TABLE PADS, ACCESSIBLE BENCHES AND PICNIC TABLES	\$32,000
1109	ACORN PARK PLAYGROUND UPDATES	\$23,000
1115	NEW NEIGHBORHOOD PARK PLANNING AND DEVELOPMENT	\$809,000
1127	CITY PARK RESTROOMS FLOOR AND WALL COATINGS	\$24,000
Total for FY 2023 – 2024		\$950,000
Plan Year: 2024 – 2025		
1103	CITY PARK NORTH BALLFIELD RENOVATION	\$57,000
1104	CITY PARK SOUTH BALLFIELD INFIELD MIX	\$17,000
1111	ACORN PARK PICNIC SHELTER	\$28,000
Total for FY 2024 – 2025		\$102,000
Plan Year: 2025 – 2026		
1107	CITY PARK ADDITIONAL PICNIC SHELTER	\$51,000
1117	ACQUISITION OF PROPERTY FOR EXPANSION OF CITY PARK	\$250,000
Total for FY 2025 – 2026		\$301,000
Plan Year: 2026 – 2027		
	NONE IDENTIFIED	\$0
Total for FY 2026 – 2027		\$0
Grand Total for Parks:		\$1,513,000

Master Plan: Parks Master Plan **Plan Element:**
Category: Parks and Recreation **Classification:** Parks

Total Cost: \$28,000

This project will add paved access pathways within City Park to improve accessibility for all.

Operating Budget Impact: Minor additional parks maintenance expenses.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
GF – BEGINNING FUND BALANCE	\$28,000
Total:	\$28,000

Master Plan: Parks Master Plan **Plan Element:**
Category: Parks and Recreation **Classification:** Parks

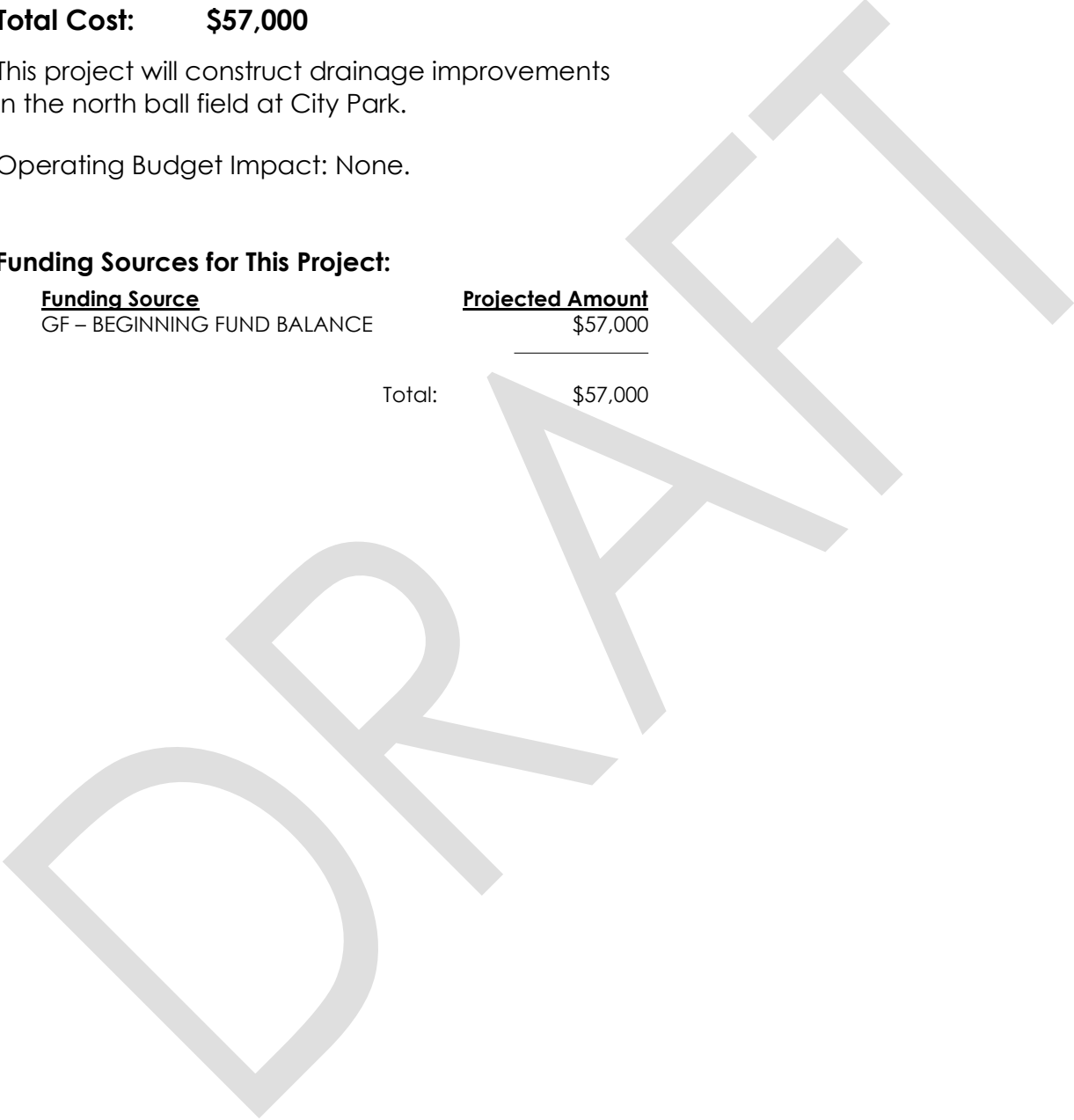
Total Cost: \$57,000

This project will construct drainage improvements in the north ball field at City Park.

Operating Budget Impact: None.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
GF – BEGINNING FUND BALANCE	\$57,000
Total:	\$57,000



Master Plan: Parks Master Plan **Plan Element:**
Category: Parks and Recreation **Classification:** Parks

Total Cost: \$17,000

This project will install a new infield mix to improve the condition of the south ball field at City Park.

Operating Budget Impact: None.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
GF – BEGINNING FUND BALANCE	\$17,000
	<hr/>
Total:	\$17,000



Plan FY: 2023-2024 CITY PARK TENNIS COURT RESURFACING
CIP Project #: 1105

Master Plan: Parks Master Plan **Plan Element:**
Category: Parks and Recreation **Classification:** Parks

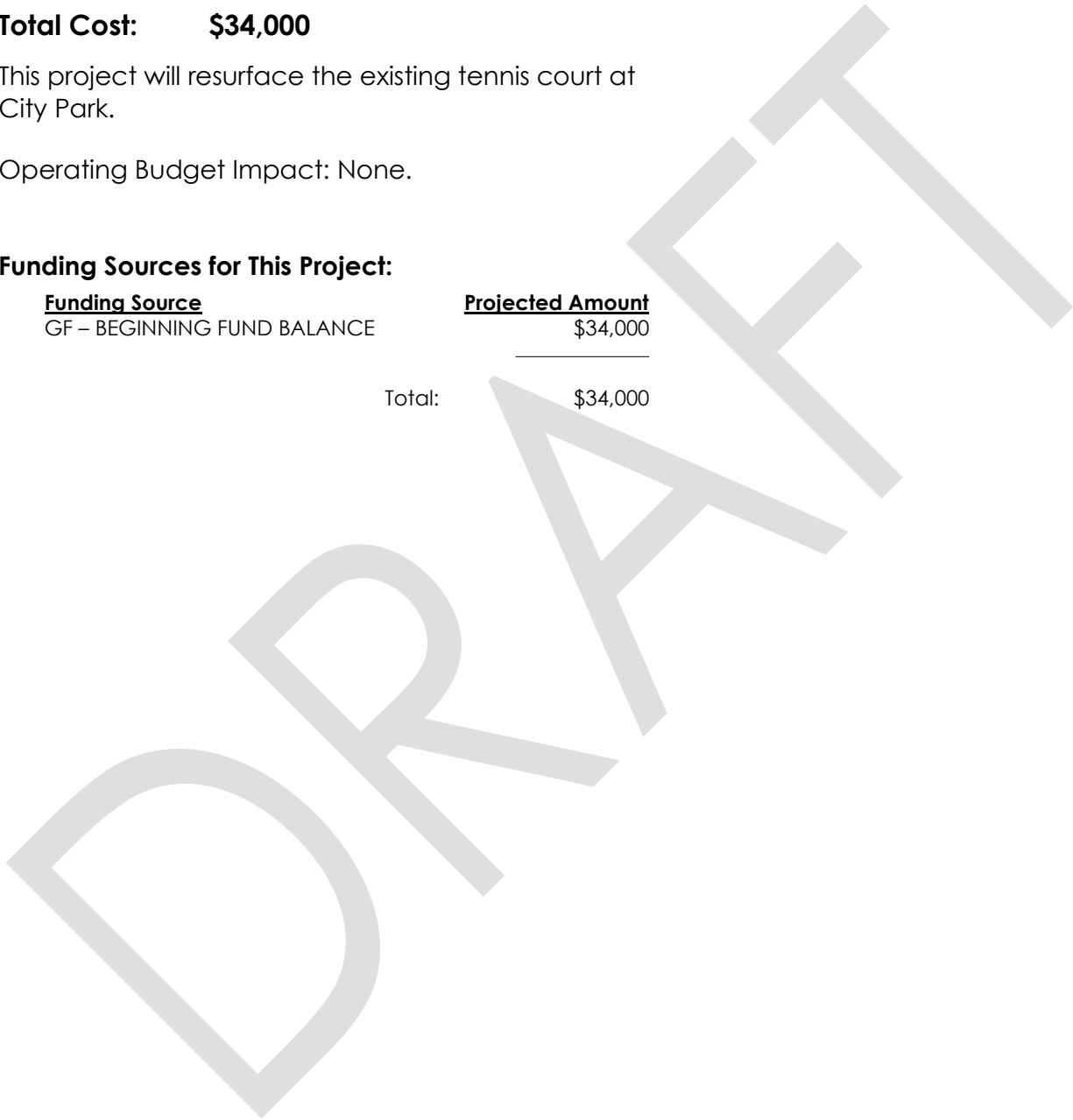
Total Cost: \$34,000

This project will resurface the existing tennis court at City Park.

Operating Budget Impact: None.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
GF – BEGINNING FUND BALANCE	\$34,000
Total:	\$34,000



Master Plan: Parks Master Plan **Plan Element:**
Category: Parks and Recreation **Classification:** Parks

Total Cost: \$51,000

This project will construct an additional picnic shelter at City Park.

Operating Budget Impact: Additional parks maintenance expenses.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
PARKS – SDC – REIMBURSEMENT FUND	\$51,000
Total:	\$51,000

Plan FY: 2023-2024 ACORN PARK PAVED ACCESS PATHWAYS, PICNIC TABLE PADS, ACCESSIBLE BENCHES, AND PICNIC TABLES
CIP Project #: 1108

Master Plan: Parks Master Plan **Plan Element:**
Category: Parks and Recreation **Classification:** Parks

Total Cost: \$32,000

This project will add paved access pathways and install accessible benches and picnic tables at Acorn Park, including concrete pads for picnic tables to improve accessibility for all.

Operating Budget Impact: Minor additional parks maintenance expenses.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
GF – BEGINNING FUND BALANCE	\$32,000
Total:	\$32,000

Plan FY: 2023-2024 ACORN PARK PLAYGROUND UPGRADES
CIP Project #: 1109

Master Plan: Parks Master Plan **Plan Element:**
Category: Parks and Recreation **Classification:** Parks

Total Cost: \$23,000

This project will upgrade playground equipment at Acorn Park.

Operating Budget Impact: None.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
GF – BEGINNING FUND BALANCE	\$23,000
Total:	\$23,000



Plan FY: 2024-2025 ACORN PARK PICNIC SHELTER (SMALL)
CIP Project #: 1111

Master Plan: Parks Master Plan **Plan Element:**
Category: Parks and Recreation **Classification:** Parks

Total Cost: \$28,000

This project will construct a new, small picnic shelter at Acorn Park.

Operating Budget Impact: Additional parks maintenance expenses.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
PARKS – SDC – IMPROVEMENTS FUND	\$28,000
Total:	\$28,000

Master Plan: Parks Master Plan **Plan Element:**
Category: Parks and Recreation **Classification:** Parks

Total Cost: \$849,000

This project will plan, design, and construct a new neighborhood park in the northwest area of the city. This project will span multiple fiscal years. The city has applied for, and expects to receive, a grant to cover up to \$32,000 of initial design and planning costs in FY 22-23. At this time, funding for detailed design and construction is planned to come from Park SDC Funds and General Fund. Additional grant funding will be pursued in subsequent fiscal years to help offset these costs.

Operating Budget Impact: Additional parks maintenance expenses.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
PARKS – SDC – IMPROVEMENTS FUND	\$100,000
GF – BEGINNING BALANCE	\$717,000
GRANT	\$32,000
Total:	\$849,000

Master Plan: Parks Master Plan **Plan Element:**
Category: Parks and Recreation **Classification:** Parks

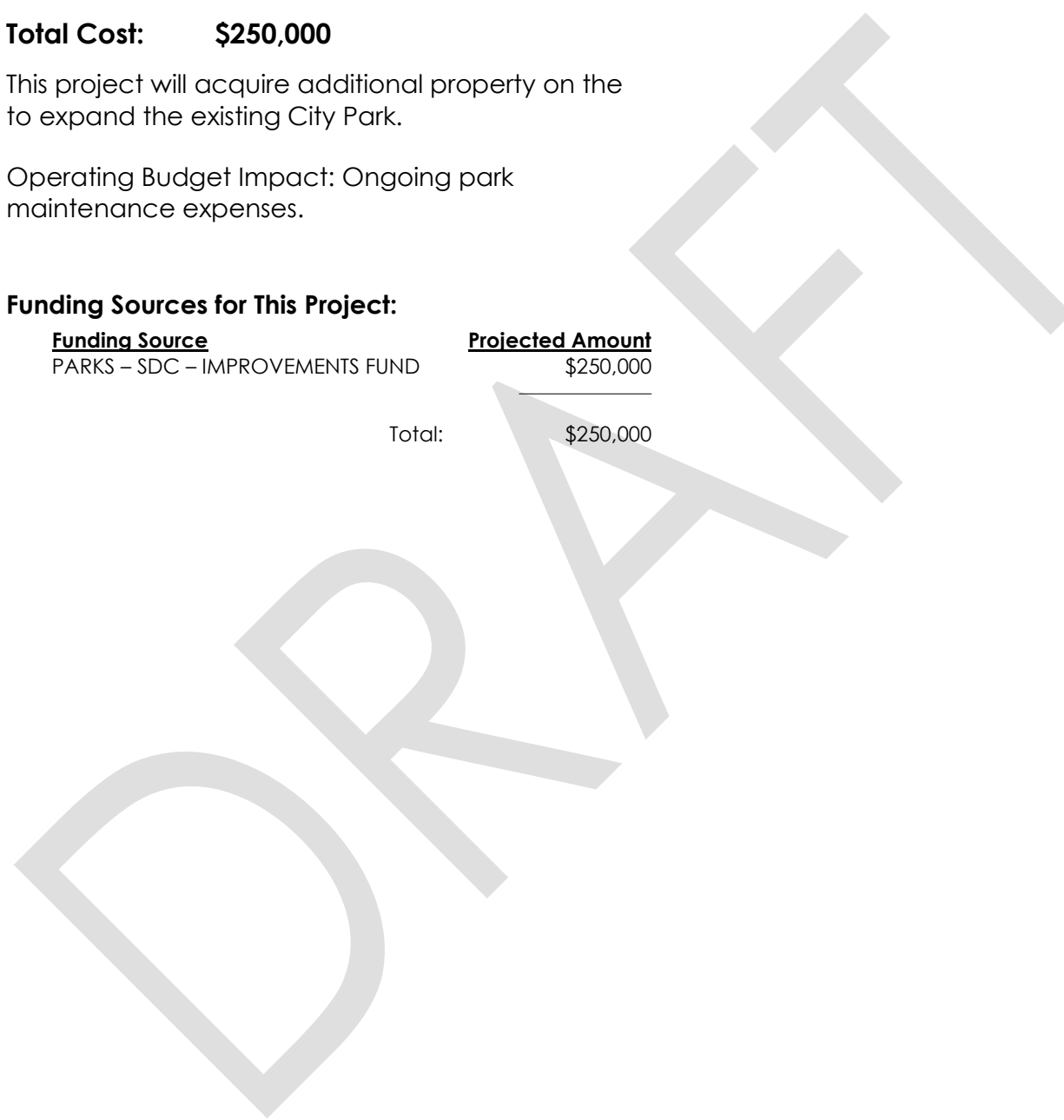
Total Cost: \$250,000

This project will acquire additional property on the to expand the existing City Park.

Operating Budget Impact: Ongoing park maintenance expenses.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
PARKS – SDC – IMPROVEMENTS FUND	\$250,000
Total:	\$250,000



Master Plan: Plan Element:
Category: Parks and Recreation **Classification:** Parks

Total Cost: \$24,000

This project will coat restroom floors and walls at City Park for visibility enhancement and improved cleaning ability.

Operating Budget Impact: May decrease maintenance costs.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
GF – BEGINNING BALANCE	\$24,000
Total:	\$24,000

Unfunded Projects

The following projects have been identified as needed repairs and/or improvements to the City's infrastructure. In most cases, these projects are the result of a master plan process, which attempts to systematically look at the needs for public infrastructure over the next 10 to 20 years. These projects are considered "Unfunded" because either a source of funding has not been made available, or they will not be implemented within the five-year window this plan covers.

Parks System

CIP #	Phase	Year	Title	Projected Total
1114	0		PROPERTY ACQUISITION FOR ADDITIONAL PARK	\$453,000
1116	0		PICKLEBALL COURT	\$68,000
1118	0		RECONFIGURE CITY PARK LAYOUT TO ACCOMMODATE ADDITIONAL FACILITIES	\$1,415,000
1119	0		ACORN PARK REPLACE GRASS WITH NATIVE GROUNDCOVER IN SHADY AREAS	\$28,000
1120	0		SPORTS FIELDS AND PARKING ON PROPERTY BEHIND CITY HALL	\$1,698,000
1121	0		CITY PARK SPLASH PAD	\$396,000
1123	0		MULTI-USE PATH SOUTH OF CONSER	\$962,000
1124	0		NATURE TRAILS THROUGH WETLAND AREAS	\$340,000
1125	0		MULTI-USE PATH BETWEEN CITY PARK AND CITY HALL	\$396,000
Total for Unfunded Parks System:				\$5,756,000

Grand Total for Unfunded Parks: \$5,756,000

Parks SDC Account Balances and Projections

City of Millersburg

Parks SDC Tracking			
SDC per EDU = \$1,200	SDC-R	SDC-I	Notes
% of total SDC (from 2006/2008 methodology)	23%	77%	
FY 2019-2020			
SDC Revenues			
BOY (per previous auditor workpaper)	556,318		
BOY SDC R/I	95,069	461,249	
SDCs Received (revenue)	122,404		
SDC Revenue R/I	28,153	94,251	
Total SDC R/I Resources for FY	123,222	555,500	
SDC Expenditures			
Parks Capital Improvements			
Parks Master Plan	26,081	0	100% SDC-R because not listed in 2006/2008 SDC methodology
Total SDC R/I Expenditures for FY	26,081	0	
SDC Balance EOY R/I	97,141	555,500	
SDC Balance EOY Total	652,642		

Parks SDC Tracking			
SDC per EDU = \$1,200	SDC-R	SDC-I	Notes
% of total SDC (from 2006/2008 methodology)	23%	77%	
FY 2020-2021			
SDC Revenues			
BOY	652,642		
BOY SDC R/I	97,141	555,500	
SDCs Received (revenue)	81,596		68 EDUs
SDC Revenue R/I	18,767	62,829	
Total SDC R/I Resources for FY	115,908	618,329	
SDC Expenditures			
New Park Property Acquisition	91,000	618,000	100% SDC-I eligible in 2006/2008 SDC methodology, total cost \$709,000
SDC Study	3,950	0	SDC eligible, total cost \$3,950
Total SDC R/I Expenditures for FY	94,950	618,000	
SDC Balance EOY R/I	20,958	329	
SDC Balance EOY Total	21,287		final

Parks SDC Tracking			
SDC per EDU = \$3,627 (adopted September 2021)	SDC-R	SDC-I	Notes
% of total SDC (from 2021 methodology)	11%	89%	
FY 2021-2022 - ESTIMATED - old methodology for permits issued through October, then switch to new			
SDC Revenues			
BOY	21,287		
BOY SDC R/I	20,958	329	
SDCs Received (revenue)	13,200		11 EDUs
SDC Revenue R/I	3,036	10,164	
SDC per EDU = \$3627	SDC-R	SDC-I	
% of total SDC (from 2021 methodology)	11%	89%	
SDC Revenue R/I	3,591	29,052	Estimate 9 EDUs
Total Revenue for FY	6,627	39,216	
Total SDC R/I Resources for FY	27,585	39,546	
SDC Expenditures			
Total SDC R/I Expenditures for FY	0	0	
SDC Balance EOY R/I	27,585	39,546	
SDC Balance EOY Total	67,130		projected

Parks SDC Tracking			
SDC per EDU = \$3,627	SDC-R	SDC-I	Notes
% of total SDC (from 2021 methodology)	11%	89%	
FY 2022-2023 - PROJECTED			
SDC Revenues			
BOY	67,130		
BOY SDC R/I	27,585	39,546	
SDCs Received (revenue)	72,540		Estimated based on 20 EDUs
SDC Revenue R/I	16,684	55,856	
Total SDC R/I Resources for FY	44,269	95,401	
SDC Expenditures			
Total SDC R/I Expenditures for FY	0	0	
SDC Balance EOY R/I	44,269	95,401	
SDC Balance EOY Total	139,670		projected

Public Facilities

Moving Toward the Future

Emergency Facilities

The City of Millersburg's emergency fire service is provided by the City of Albany through an Intergovernmental Agreement (IGA) for the incorporated limits of the city, which became effective July 1, 2018. To support this service, the City of Millersburg constructed a temporary fire station to provide a facility within the City of Millersburg from which the City of Albany Fire Department could respond. Construction of the permanent fire station began in April 2021 and is anticipated to be completed in June of 2022.

City Buildings

Millersburg currently has a small number of city buildings, including City Hall and the Maintenance Shop. Staff continue to evaluate the needs of these facilities and equipment replacement programs. Some needs have been identified and are included in this CIP. As these facility needs are further identified, projects will be added to the CIP in future years.

Funding Summary

The following table shows the total amount of projects scheduled in each of the five years of this CIP, broken down by the source of the funding. The costs shown are the projected construction costs in the year the project is proposed. Each year the estimated cost of the projects is adjusted to current year costs by applying the change in the Engineering News-Record (ENR) construction cost index for Seattle. Project cost estimates for projects not yet contracted for the 2022-23 fiscal year have been increased by an additional 20% to account for current materials supply and construction climate factors.

Projected Cost Totals

FUNDING SOURCE	2022-23	2023-24	2024-25	2025-26	2026-27	TOTAL
Fire Facility Reserve	\$0	\$0	\$0	\$0	\$0	\$0
GF Beginning Balance	\$25,000	\$30,000	\$0	\$0	\$0	\$55,000
GRAND TOTALS:	\$25,000	\$30,000	\$0	\$0	\$0	\$55,000

Funded Projects Summary & Detail

The following projects have been identified for inclusion in this five-year Capital Improvement Program.

Each project shown below is explained in detail on the pages that follow. Projects are listed in the fiscal year order they are planned to occur, and in CIP ID# order within a given fiscal year set.

CIP #	Phase Title	Projected Total
Plan Year: 2022 – 2023		
1007	CITY HALL GENERATOR	\$25,000
		Total for FY 2022 - 2023
		\$25,000
Plan Year: 2023 - 2024		
1006	CITY HALL SIDEWALKS AND ADA RAMP	\$30,000
		Total for FY 2023 – 2024
		\$30,000
Plan Year: 2024 – 2025		
	NONE IDENTIFIED	\$0
		Total for FY 2024 – 2025
		\$0
Plan Year: 2025 – 2026		
	NONE IDENTIFIED	\$0
		Total for FY 2025 – 2026
		\$0
Plan Year: 2026 – 2027		
	NONE IDENTIFIED	\$0
		Total for FY 2026 – 2027
		\$0
Grand Total for Public Facilities:		\$55,000

Master Plan:
Category: Public Facilities

Plan Element:
Classification: City Hall

Total Cost: \$25,000

This project will install an existing city-owned emergency generator at City Hall to act as a backup power supply in case of power outages.

Operating Budget Impact: This project will allow for continuity of operations at City Hall and reduce costs associated with down-time.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
GENERAL FUND BEGINNING BALANCE	\$25,000
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Total:	\$25,000

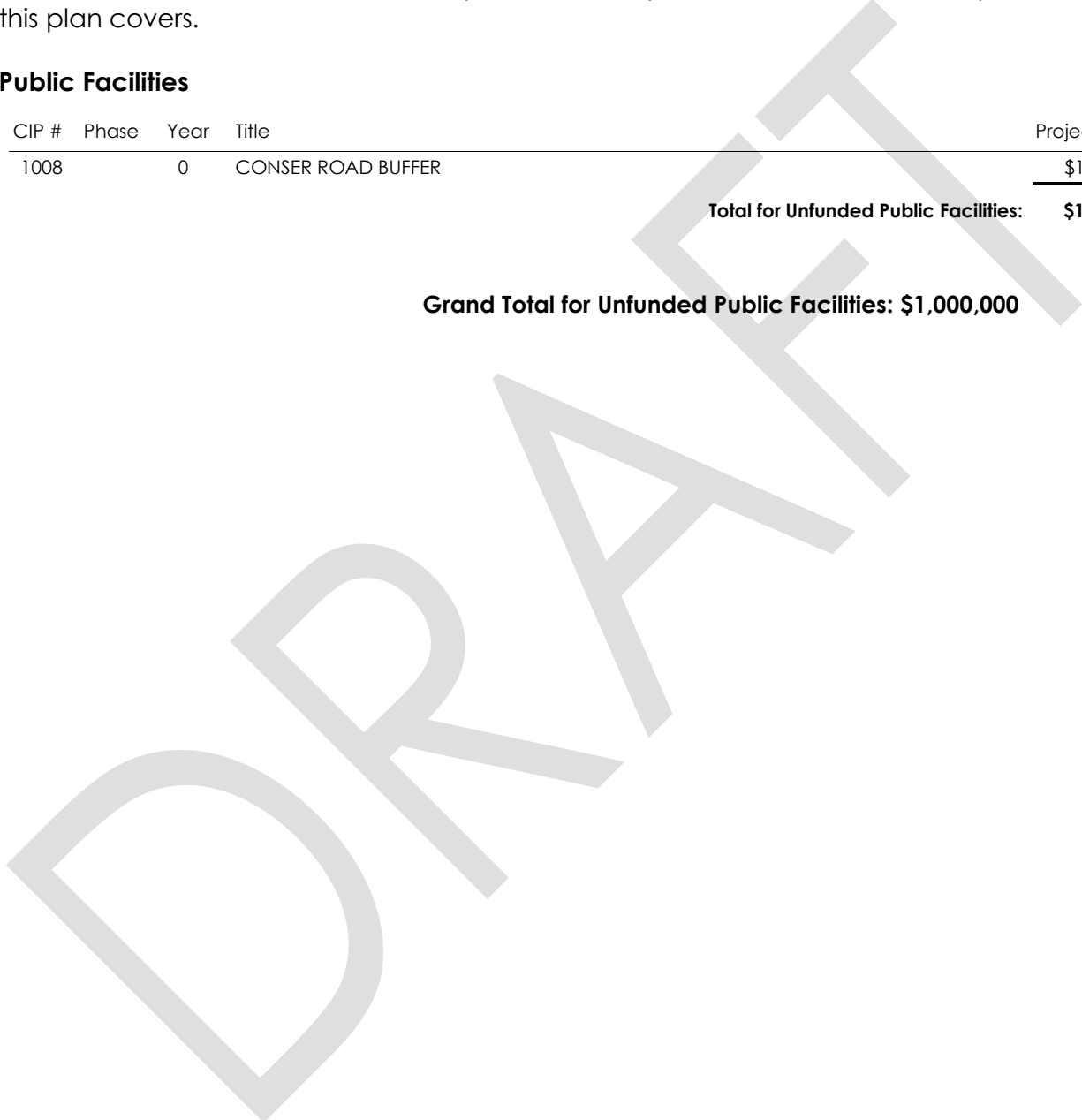
Unfunded Projects

The following projects have been identified as needed repairs and/or improvements to the city's infrastructure. In most cases, these projects are the result of a master plan process, which attempts to systematically look at the needs for public infrastructure over the next 10 to 20 years. These projects are considered "Unfunded" because either a source of funding has not been made available, or they will not be implemented within the five-year window this plan covers.

Public Facilities

CIP #	Phase	Year	Title	Projected Total
1008		0	CONSER ROAD BUFFER	\$1,000,000
Total for Unfunded Public Facilities:				\$1,000,000

Grand Total for Unfunded Public Facilities: \$1,000,000



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Transportation

Investing in our Infrastructure

The city's transportation system consists of city and Linn County roads. The city maintains approximately 33 lane miles of improved streets, associated signs, four bridges, and one crosswalk with flashing beacons.

Federal regulations require that communities with populations greater than 50,000 and adjacent communities within the "urbanized area" of the larger community form Metropolitan Planning Organizations (MPOs). As a result, in 2013 the Albany Area Metropolitan Planning Organization (AAMPO) was formed with the cities of Albany, Millersburg, Tangent, and Jefferson and Linn and Benton counties. AAMPO provides a platform for Albany and its neighboring communities to work together on regional planning efforts.

In past years, Millersburg's street capital projects have primarily been funded from state gas tax revenues (highway use tax), street SDCs, and the general fund.

Addressing Maintenance Needs

Millersburg's Strategic Plan identifies an objective to develop and implement a proactive maintenance plan for city streets. In 2018 Millersburg invested in an inventory and condition assessment of city streets and a pavement management system. Based on this information, projects and maintenance activities are being prioritized. If the appropriate steps are taken at this time, the life of the streets can be extended, deferring more costly improvements. Maintenance activities such as crack sealing and striping are included in the annual budget, but are not included in this Capital Improvements Plan.

The city and Linn County have entered into an agreement for realignment of and improvements to a portion of Morningstar Road, to be constructed by Linn County prior transfer of jurisdiction to Millersburg. The city is responsible for costs associated with construction of public water and sewer infrastructure within the new roadway alignment. These utility costs are identified in the Wastewater and Water sections.

Funding Summary

The following table shows the total value of projects scheduled in each of the five years of this CIP, broken down by the source of the funding. The costs shown are the projected total costs in the year the project is proposed.

Each year the estimated cost of the projects are brought up to current year costs by applying the change in the Engineering News-Record (ENR) construction cost index for Seattle.

Projected Cost Totals

FUNDING SOURCE	2022-23	2023-24	2024-25	2025-26	2026-27	TOTAL
General Fund Beginning Balance	\$0	\$0	\$0	\$0	\$0	\$0
Streets SDC-Improvements	\$0	\$513,000	\$0	\$839,000	\$0	\$1,352,000
Streets SDC-Reimbursement	\$0	\$0	\$0	\$685,000	\$0	\$685,000
Highway Use Tax	\$0	\$0	\$0	\$0	\$0	\$0
Highway Use Tax – Bike/Ped	\$0	\$20,000	\$0	\$0	\$0	\$20,000
Street Reserves and Street Beginning Fund Balance	\$15,000	\$301,000	\$0	\$0	\$0	\$316,000
Perlenfein Zuhlke Lane Reservation	\$96,300	\$0	\$0	\$0	\$0	\$96,300
Suniga Millersburg Drive Reservation	\$0	\$0	\$0	\$341,000	\$0	\$341,000
Grants	\$100,000	\$0	\$0	\$0	\$0	\$100,000
GRAND TOTALS:	\$211,300	\$834,000	\$0	\$1,865,000	\$0	\$2,910,300

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Funded Projects Summary & Detail

The following projects have been identified for inclusion in this five-year Capital Improvement Program.

Each project shown below is explained in detail on the pages that follow. Projects are listed in the fiscal year order they are planned to occur, and in CIP ID# order within a given fiscal year set.

CIP #	Phase Title	Projected Total
Plan Year: 2022 – 2023		
2024	ZUHLKE EXTENSION WEST – PHASE I	\$96,300
2029	STREET LIGHTING – WOODS ROAD	\$15,000
2039	WOODS ROAD SHARED USE PATH	\$100,000
Total for FY 2022 - 2023		\$211,300
Plan Year: 2023 – 2024		
2039	WOODS ROAD SHARED USE PATH - NORTH	\$834,000
Total for FY 2023 – 2024		\$834,000
Plan Year: 2024 – 2025		
	NONE	\$0
Total for FY 2024 - 2025		\$0
Plan Year: 2025 – 2026		
2016	MILLERSBURG DRIVE WEST OF WOODS ROAD FULL STREET IMPROVEMENTS	\$1,865,000
Total for FY 2025 – 2026		\$1,865,000
Plan Year: 2026 – 2027		
	NONE	\$0
Total for FY 2026 - 2027		\$0
Grand Total for Transportation:		\$2,910,300

Master Plan:
Category: Transportation

Plan Element:
Classification: Streets

Total Cost: \$1,865,000

This project will construct full street improvements on Millersburg Drive west of Woods Road to the railroad tracks.

In 2017, the developer of the Eagle's Nest project paid street frontage fees which must be returned, with associated interest, to the developer if street improvements are not constructed within 20 years.

Operating Budget Impact: None at this time.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
SUNIGA MILLERSBURG DRIVE RESERVATION	\$341,000
STREET SDC-IMPROVEMENTS FUND	\$839,000
STREET SDC-REIMBURSEMENT FUND	\$685,000
	\$1,865,000
Total:	\$1,865,000

Master Plan:
Category: Transportation

Plan Element:
Classification: Streets

Total Cost: \$96,300

This project will construct street improvements on Zuhlke Lane along the south side the West Park subdivision.

In 2017, the developer of the West Park subdivision paid street frontage fees which must be returned, with associated interest, to the developer if street improvements are not constructed within 20 years.

Another developer now intends to develop Zuhlke Lane in conjunction with a new subdivision. The funds collected from the previous developer will be used toward the construction of the north half of the road fronting the West Park subdivision.

Operating Budget Impact: None at this time.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
PERLENFEIN ZUHLKE LANE RESERVATION	\$96,300
Total:	\$96,300

Master Plan:
Category: Transportation

Plan Element:
Classification: Signage and Lighting

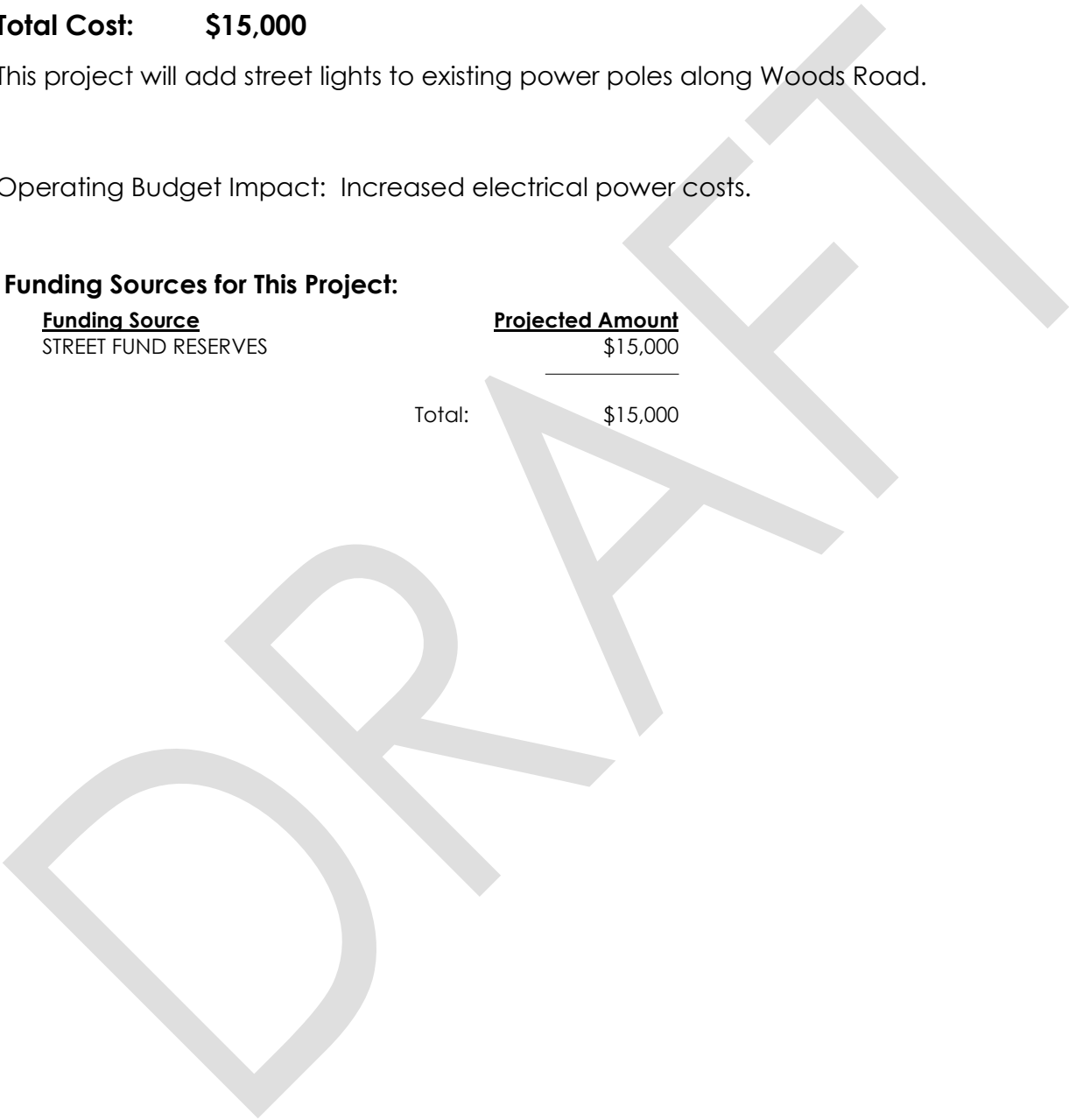
Total Cost: \$15,000

This project will add street lights to existing power poles along Woods Road.

Operating Budget Impact: Increased electrical power costs.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
STREET FUND RESERVES	\$15,000
Total:	\$15,000



Master Plan:
Category: Transportation

Plan Element:
Classification: Pedestrian and Bikeways

Total Cost: \$934,000

This project will construct a multi-use path adjacent to Woods Road between Alexander Lane and Sonora Dr.

This project is budgeted to span over two fiscal years (FY 22-23 and FY 23-24). The first phase of the work, to begin preliminary design and right-of-way acquisition, began in FY 21-22.

Operating Budget Impact: Development of new path increases operating expenses.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
HIGHWAY USE TAX – BIKE/PED	\$20,000
GRANT	\$100,000
STREET SDC-IMPROVEMENTS FUND	\$513,000
STREET FUND RESERVES	\$301,000
	\$934,000
Total:	\$934,000

Unfunded Projects

The following projects have been identified as needed repairs and/or improvements to the city's infrastructure. In most cases, these projects are the result of a master plan process, which attempts to systematically look at the needs for public infrastructure over the next 10 to 20 years. These projects are considered "Unfunded" because either a source of funding has not been made available, or they will not be implemented within the five-year window this plan covers.

Street Reconstruction/Improvements Projects

CIP #	Phase	Year	Title	Projected Total
2010	0		WEST INDUSTRIAL PROPERTY ACCESS ROAD	\$1,225,000
2018	0		WOODS ROAD FULL STREET IMPROVEMENTS	\$1,917,000
2019	0		PARKER LANE FULL STREET IMPROVEMENTS	\$670,000
2020	0		WAVERLY FULL STREET IMPROVEMENTS	\$516,000
2021	0		AMANDA FULL STREET IMPROVEMENTS	\$325,000
2022	0		BAIN AND TONI FULL STREET IMPROVEMENTS	\$516,000
2023	0		ZUHLKE EXTENSION EAST	\$511,000
2024	0		ZUHLKE EXTENSION WEST	\$1,103,000
2025	0		CONSER ROAD FULL STREET IMPROVEMENTS	\$1,161,000
2026	0		FUTURE ROAD THROUGH CITY INDUSTRIAL PROPERTY	\$3,868,000
Total for Unfunded Street Projects:				\$11,812,000

Bridges

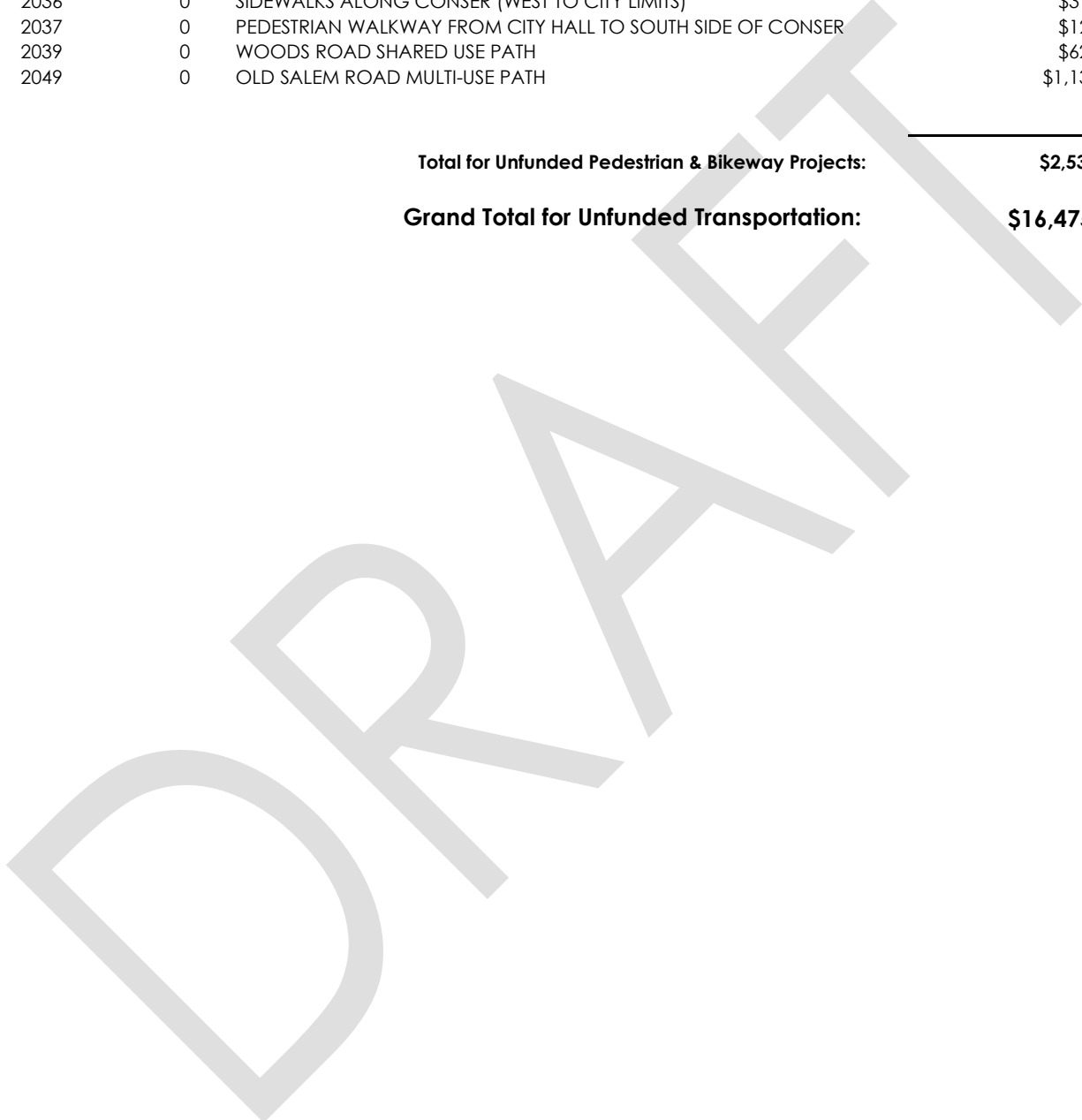
CIP #	Phase	Year	Title	Projected Total
2028	0		BRIDGE REPLACEMENT WAVERLY DRIVE AT COX CREEK	\$2,699,000
Total for Unfunded Bridges:				\$2,699,000

Miscellaneous - Transportation

CIP #	Phase	Year	Title	Projected Total
2029	0		STREET LIGHTING CONSER ROAD	\$15,000
2030	0		SIGNAL LIGHT CONSER AND OLD SALEM ROAD (SHARED WITH LINN CO.)	\$600,000
2049	0		MILLERSBURG GATEWAY TREATMENTS (NORTH AND SOUTH ENDS OF CITY)	\$350,000
Total for Unfunded Miscellaneous - Transportation:				\$651,000

Pedestrian & Bikeway Projects

CIP #	Phase	Year	Title	Projected Total
2032	0		WIDEN SHOULDER AND PROVIDE BIKE LANES ALONG OLD SALEM ROAD	\$64,000
2033	0		EXTEND BICYCLE LANES ON CONSER WEST TO CITY LIMITS (PAINT ONLY)	\$13,000
2034	0		SIDEWALKS ON SOUTH END OF OLD SALEM RD (SHARED WITH LINN CO.)	\$256,000
2035	0		SIDEWALK ON EAST SIDE OF KATELYN, SOUTH END (440 FT)	\$11,000
2036	0		SIDEWALKS ALONG CONSER (WEST TO CITY LIMITS)	\$319,000
2037	0		PEDESTRIAN WALKWAY FROM CITY HALL TO SOUTH SIDE OF CONSER	\$120,000
2039	0		WOODS ROAD SHARED USE PATH	\$623,000
2049	0		OLD SALEM ROAD MULTI-USE PATH	\$1,132,000
Total for Unfunded Pedestrian & Bikeway Projects:				\$2,538,000
Grand Total for Unfunded Transportation:				\$16,475,000



Transportation SDC Account Balances and Projections

City of Millersburg

Streets SDC Tracking			
SDC per EDU = \$3,542	SDC-R	SDC-I	Notes
% of total SDC (from 2006/2008 methodology)	4%	96%	
FY 2019-2020			
SDC Revenues			
BOY (per previous auditor workpaper)	1,780,714		
BOY SDC R/I	34,084	1,746,630	
SDCs Received (revenue)		376,515	
SDC Revenue R/I	15,061	361,454	
Total SDC R/I Resources for FY	49,144	2,108,084	
SDC Expenditures			
Street Capital Projects	0	0	
Total SDC R/I Expenditures for FY	0	0	
SDC Balance EOY R/I	49,144	2,108,084	
SDC Balance EOY Total	49,144	2,108,084	

FY 2020-2021 - old methodology for permits issued through mid-September, then switch to new			
SDC Revenues			
BOY (per previous auditor workpaper)	2,157,229		
BOY SDC R/I	49,144	2,108,084	
SDCs Received (revenue)		162,932	46 EDUs
SDC Revenue R/I	6,517	156,415	
SDC per EDU = \$6381	SDC-R	SDC-I	
% of total SDC (from 2020 methodology)	34%	66%	
SDC Revenue R/I	47,498	92,884	22 EDUs
Total Revenue for FY	54,015	249,299	
Total SDC R/I Resources for FY	103,160	2,357,383	
SDC Expenditures			
Access Road for Industrial Property West of RR Tra	0	0	100% SDC-I in 2020 SDC methodology
Fire Station and Industrial Property Access Road	0	0	100% SDC-I in 2020 SDC methodology
Woods Road Shared Use Path	0	0	55% SDC-I in 2020 SDC methodology (project cost for 20-21 is \$40,000, remainder in following years)
Total SDC R/I Expenditures for FY	0	0	
SDC Balance EOY R/I	103,160	2,357,383	
SDC Balance EOY Total	103,160	2,357,383	final

Streets SDC Tracking - beginning July 1, 2021			
SDC per EDU = \$6381	SDC-R	SDC-I	Notes
% of total SDC (from 2020 methodology)	34%	66%	
FY 2021-2022 - ESTIMATED			
SDC Revenues			
BOY	2,460,543		
BOY SDC R/I	103,160	2,357,383	
SDCs Received (revenue)		126,943	Estimated based on 20 EDUs
SDC Revenue R/I	42,503	84,440	
Total SDC R/I Resources for FY	145,663	2,441,823	
SDC Expenditures			
Access Road for Industrial Property West of RR Tra	0	0	100% SDC-I in 2020 SDC methodology
Transition Parkway	0	656,000	100% SDC-I in 2020 SDC methodology
Woods Road Shared Use Path	18,000	22,000	55% SDC-I in 2020 SDC methodology (project cost for 20-21 is \$40,000, remainder in following years)
Total SDC R/I Expenditures for FY	18,000	678,000	
SDC Balance EOY R/I	127,663	1,763,823	
SDC Balance EOY Total	127,663	1,763,823	projected

Streets SDC Tracking - beginning July 1, 2021			
SDC per EDU = \$6381	SDC-R	SDC-I	Notes
% of total SDC (from 2020 methodology)	34%	66%	
FY 2022-2023 - PROJECTED			
SDC Revenues			
BOY	1,891,486		
BOY SDC R/I	127,663	1,763,823	
SDCs Received (revenue)		126,943	Estimated based on 20 EDUs
SDC Revenue R/I	42,503	84,440	
Total SDC R/I Resources for FY	170,166	1,848,263	
SDC Expenditures			
Access Road for Industrial Property West of RR Tra	0	0	100% SDC-I in 2020 SDC methodology
Transition Parkway	0	0	100% SDC-I in 2020 SDC methodology
Woods Road Shared Use Path	0	0	55% SDC-I in 2020 SDC methodology (project cost for 22-23 is paid for by grant \$)
Total SDC R/I Expenditures for FY	0	0	
SDC Balance EOY R/I	170,166	1,848,263	
SDC Balance EOY Total	170,166	1,848,263	projected

Storm Water

Protecting our Resources

Millersburg receives an average annual rainfall of approximately 42 inches. During rain events, it is important to have infrastructure in place to manage the storm water runoff. Infrastructure for storm water includes pipes and ditches and facilities to hold and reduce the peak storm water discharge in a safe and efficient manner that protects against flooding while also minimizing impacts to the environment.

In order to properly operate and maintain the storm water system, it is important the city understand how the existing storm water system performs, plan for future infrastructure needs, adapt to new regulatory requirements, and understand new methods and technologies for protecting Millersburg's valuable water resources.

Evaluating Our System and Planning for the Future

In 2018, Millersburg hired a consultant to create a Storm Water Master Plan. The purpose of the plan was to evaluate the storm water patterns and needs of the city on a holistic level. The Storm Water Master Plan is now used to identify storm water improvement and maintenance projects, as well as provide valuable information to help guide development within the city. The master plan's project list has been added to this section of the CIP.

One of the storm water challenges now facing the city is responding to new regulatory requirements mandated by the Environmental Protection Agency (EPA) and the Oregon Department of Environmental Quality (DEQ). Millersburg currently has an approved five-year plan for complying with the Willamette River Total Maximum Daily Load (TMDL). Millersburg is also now required to comply with requirements of the National Pollution Discharge Elimination Standards (NPDES) Municipal Separate Storm Sewer System (MS4) Phase II General Permit from DEQ. To comply with the approved TMDL plan and NPDES MS4 Phase II permit, the city will need to make significant changes to our storm water management practices within the five-year window of this CIP.

Taking steps to address the Funding Challenge

Unlike the street, wastewater, and water utilities, storm water management and maintenance activities do not currently have a dedicated funding source. Potential sources of funding could include establishing a storm water utility charge in the future.

Each year the estimated cost of the projects is adjusted to current year costs by applying the change in the Engineering News-Record (ENR) construction cost index for Seattle. Project cost estimates for projects not yet contracted for the 2022-23 fiscal year have been increased by an additional 20% to account for current materials supply and construction climate factors.

Projected Cost Totals

FUNDING SOURCE	2022-23	2023-24	2024-25	2025-26	2026-27	TOTAL
General Fund Beginning Balance	\$0	\$0	\$0	\$0	\$0	\$0
Stormwater Fund Beginning Balance	\$0	\$0	\$0	\$0	\$0	\$0
GRAND TOTALS:	\$0	\$0	\$0	\$0	\$0	\$0

Funded Projects Summary & Detail

The following projects have been identified for inclusion in this five-year Capital Improvement Program.

Each project shown below is explained in detail on the pages that follow. Projects are listed in the fiscal year order they are planned to occur, and in CIP ID# order within a given fiscal year set.

CIP #	Phase Title	Projected Total
Plan Year: 2022 – 2023		
	NONE IDENTIFIED	\$0
Total for FY 2022 – 2023		\$0
Plan Year: 2023 – 2024		
	NONE IDENTIFIED	\$0
Total for FY 2023 – 2024		\$0
Plan Year: 2024 – 2025		
	NONE IDENTIFIED	\$0
Total for FY 2024 – 2025		\$0
Plan Year: 2025 – 2026		
	NONE IDENTIFIED	\$0
Total for FY 2025 – 2026		\$0
Plan Year: 2026 – 2027		
	NONE IDENTIFIED	\$0
Total for FY 2026 – 2027		\$0
Grand Total for Stormwater:		\$0

Unfunded Projects

The following projects have been identified as needed repairs and/or improvements to the city's infrastructure. In most cases, these projects are the result of a master plan process, which attempts to systematically look at the needs for public infrastructure over the next 10 to 20 years. These projects are considered "Unfunded" because either a source of funding has not been made available, or they will not be implemented within the five-year window this plan covers.

Collection and Conveyance System

CIP #	Phase	Year	Title	Projected Total
3001	0		NORTH TRIBUTARY OF CROOKS CREEK IMPROVEMENTS	\$263,000
3003	0		MORNINGSTAR ESTATES OUTFALL MODIFICATION	\$240,000
3004	0		HOFFMAN ESTATES STORM WATER CAPACITY IMPROVEMENTS	\$185,000
3005	0		UMPQUA LANE DETENTION PIPES MODIFICATION	\$129,000
3006	0		WOODS ROAD DRAINAGE CAPACITY INCREASE	\$658,000
3007	0		CROOKS CREEK SEDIMENTATION STUDY	\$82,000
3008	0		KATHRYN ST AND KNOX BUTTE AVE STORM IMPROVEMENTS	\$256,000
3014	0		SW IN WOODS ROAD EXTENSION	\$1,367,000
3015	0		SW IN ZUHLKE LANE EXTENSION	\$495,000
3016	0		SW IN 54 TH AVENUE EXTENSION	\$348,000
3017	0		SW IN CONSER ROAD IMPROVEMENTS	\$240,000
3018	0		OLD SALEM ROAD BUILD-OUT CAPACITY IMPROVEMENTS	\$832,000
3019	0		OLD SALEM ROAD EXISTING CAPACITY IMPROVEMENTS	\$4,363,000

Total for Unfunded Collection and Conveyance System: \$9,458,000

Grand Total for Unfunded Stormwater: \$9,458,000

Stormwater SDC Account Balances and Projections

City of Millersburg

Stormwater SDC Tracking			
SDC per EDU = \$660			
	SDC-R	SDC-I	
% of total SDC (from 2020 methodology)			
	6%	94%	
FY 2020-2021			
SDC Revenue R/I	836	13,684	22 EDUs
Total SDC R/I Resources for FY	836	13,684	
SDC Expenditures			
Capital Projects	0	0	
Total SDC R/I Expenditures for FY	0	0	
SDC Balance EOY R/I	836	13,684	
SDC Balance EOY Total		14,520	final

FY 2021-2022 - ESTIMATED			
SDC Revenues			
BOY		14,520	
BOY SDC R/I	836	13,684	
SDC's received (revenue)		13,200	Estimated based on 20 EDUs
SDC Revenue R/I	760	12,440	
Total SDC R/I Resources for FY	1,596	26,124	
SDC Expenditures			
Capital Projects	0	0	
Capital Projects	0	0	
Capital Projects	0	0	
Total SDC R/I Expenditures for FY	0	0	
SDC Balance EOY R/I	1,596	26,124	
SDC Balance EOY Total		27,720	projected

FY 2022-2023 - PROJECTED			
SDC Revenues			
BOY		27,720	
BOY SDC R/I	1,596	26,124	
SDC's received (revenue)		13,200	Estimated based on 20 EDUs
SDC Revenue R/I	760	12,440	
Total SDC R/I Resources for FY	2,356	38,564	
SDC Expenditures			
Capital Projects	0	0	
Capital Projects	0	0	
Capital Projects	0	0	
Total SDC R/I Expenditures for FY	0	0	
SDC Balance EOY R/I	2,356	38,564	
SDC Balance EOY Total		40,920	projected

Wastewater

Maintaining our Assets

The city's wastewater system consists of a collection system that is made up of approximately 20 miles of gravity flow pipes, 3 miles of pressure pipes, over 350 manholes, and 5 sewer lift stations. Millersburg is a joint owner with the City of Albany in the Water Reclamation Facility and Talking Water Gardens wetlands; the City of Albany holds the discharge permit with DEQ.

In 2016 and 2017, the city performed a Sanitary Sewer System Master Plan. The Master Plan identified recommended capital improvement projects. The Morningstar and ATI Pump Station Upgrades were completed in 2018 and 2019. Additional recommended projects are included in this CIP. The Master Plan also recommended performing a condition assessment of the collection system.

Millersburg contracts with the City of Albany for operation and maintenance of the sewer collection system through an Intergovernmental Agreement (IGA). The wastewater projects identified in this year's five-year window include those recommended by the city's adopted Sanitary Sewer System Master Plan and needs identified by City of Millersburg staff and City of Albany operations staff. Maintenance of the collection system helps reduce infiltration of groundwater and inflow of storm water into the collection system, which can impact capacity requirements within the system and require additional capital improvements for conveyance and treatment of sewer flows. Maintenance activities that consist of cleaning and inspecting of the system are not included in the CIP. Significant repairs required to address unsatisfactory inspection results are included in the CIP.

Future projects will be required to address issues at both the Water Reclamation Facility and Talking Water Gardens. Solids handling (composting) and dewatering equipment projects are currently being completed at the Water Reclamation Facility. These projects were addressed in prior CIPs and other projects will be incorporated into future CIPs.

Funding Summary

The following table shows the total value of projects scheduled in each of the five years of this CIP, broken down by the source of the funding. The costs shown are the projected total project costs in the year the project is proposed.

Each year the estimated cost of the projects is adjusted to current year costs by applying the change in the Engineering News-Record (ENR) construction cost index for Seattle. Project cost estimates for projects not yet contracted for the 2022-23 fiscal year have been increased by an additional 20% to account for current materials supply and construction climate factors.

Projected Cost Totals

FUNDING SOURCE	2022-23	2023-24	2024-25	2025-26	2026-27	TOTAL
Sewer SDC-R	\$0	\$0	\$0	\$0	\$0	\$0
Sewer SDC-I	\$0	\$217,000	\$0	\$0	\$0	\$217,000
Sewer Rates/Operating Revenues	\$40,000	\$0	\$0	\$0	\$0	\$40,000
Settlement Proceeds	\$0	\$0	\$0	\$0	\$0	\$0
GRAND TOTALS:	\$40,000	\$217,000	\$0	\$0	\$0	\$257,000

Funded Projects Summary & Detail

The following projects have been identified for inclusion in this five-year Capital Improvement Program.

Each project shown below is explained in detail on the pages that follow. Projects are listed in the fiscal year order they are planned to occur, and in CIP ID# order within a given fiscal year set.

CIP #	Phase Title	Projected Total
Plan Year: 2022 – 2023		
4042	REPAIR MHS AT BURKHART AND ATI FM DISCHARGES	\$40,000
Total for FY 2022 – 2023		\$40,000
Plan Year: 2023 – 2024		
4028	SEWER FOR MORNINGSTAR ROAD REALIGNMENT	\$217,000
Total for FY 2023 – 2024		\$217,000
Plan Year: 2024 – 2025		
	NONE IDENTIFIED	\$0
Total for FY 2024 – 2025		\$0
Plan Year: 2025 – 2026		
	NONE IDENTIFIED	\$0
Total for FY 2025 – 2026		\$0
Plan Year: 2026 – 2027		
	NONE IDENTIFIED	\$0
Total for FY 2026 – 2027		\$0
Grand Total for Wastewater:		\$257,000

Master Plan:

Category: Wastewater

Plan Element:

Classification: Collection System

Total Cost: \$217,000

This project will install approximately 1000 ft of new sewer main in Morningstar Road along with the Morningstar Road realignment project to be conducted by Linn County.

Operating Budget Impact: This project will expand sewer service within the city, which may increase operational costs over the long term.

Funding Sources for This Project:

Funding Source

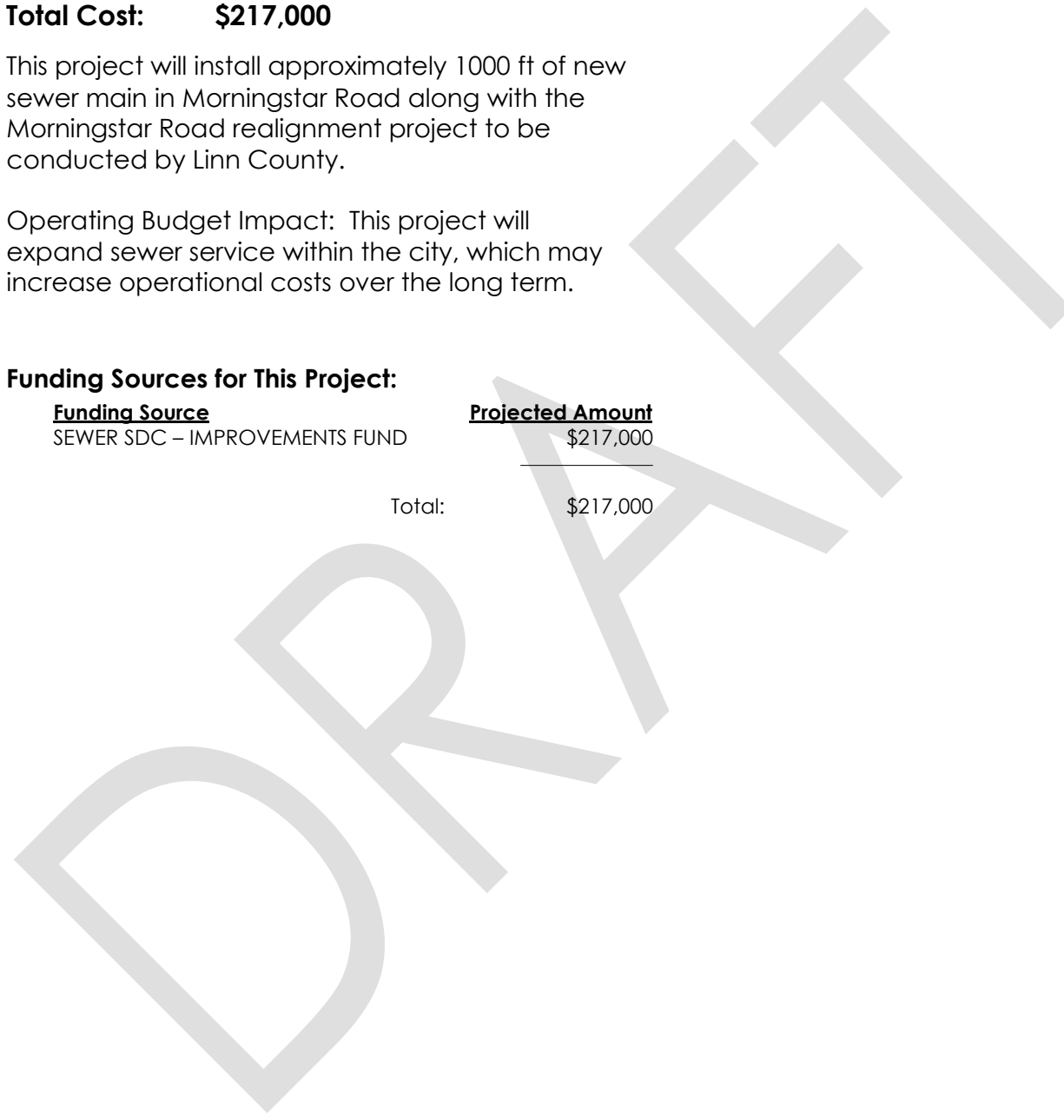
SEWER SDC – IMPROVEMENTS FUND

Projected Amount

\$217,000

Total:

\$217,000



Master Plan:
Category: Wastewater

Plan Element:
Classification: Collection System

Total Cost: \$40,000

This project will perform needed repairs at the discharge manhole for the Burkhart sewer lift station force main.

Operating Budget Impact: This project will address a maintenance need in the collection system.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
SEWER RATES/OPERATING REVENUES	\$40,000
Total:	\$40,000

Unfunded Projects

The following projects have been identified as needed repairs and/or improvements to the city's infrastructure. In most cases, these projects are the result of a master plan process, which attempts to systematically look at the needs for public infrastructure over the next 10 to 20 years. These projects are considered "Unfunded" because either a source of funding has not been made available, or they will not be implemented within the five-year window this plan covers.

Interceptors/Collectors

CIP #	Phase	Year	Title	Projected Total
4015		0	EXPANSION OF SYSTEM TO UNDER SERVED NE INDUSTRIAL AREAS	\$146,000
4044		0	SYSTEM EXPANSION TO INDUSTRIAL PROPERTY SOUTH OF CONSER ROAD	\$389,000
Total for Unfunded Interceptors/Collectors:				\$535,000

Lift Stations

CIP #	Phase	Year	Title	Projected Total
4016		0	ATI PUMP REPLACEMENT	\$77,000
4017		0	MORNINGSTAR PUMP IMPELLER REPLACEMENT	\$38,000
Total for Unfunded Lift Stations:				\$115,000

Water Reclamation Facility

CIP #	Phase	Year	Title	Projected Total
4029		0	INFLUENT PUMP STATION EXPANSION	\$2,006,000
4030		0	HEADWORKS 4 TH CHANNEL EQUIPMENT AND SCREENING EQUIPMENT	\$248,000
4031		0	HEADWORKS GRIT REMOVAL EQUIPMENT	\$388,000
4032		0	VLR NO. 1A	\$178,000
4033		0	VLR NO. 2A	\$432,000
4034		0	VLR NO. 9 – NO. 14	\$3,111,000
4035		0	BLOWER BUILDING #2	\$777,000
4036		0	SECONDARY CLARIFIER #4	\$696,000
4038		0	CHLORINE CONTACT BASIN EXPANSION	\$367,000
4039		0	SLUDGE COMPOSTING AND DEWATERING FACILITIES	\$3,369,000
4041		0	OUTFALL AND DIFFUSER NO. 2	\$640,000
Total for Unfunded Water Reclamation Facility:				\$12,212,000

Talking Water Gardens

CIP #	Phase	Year	Title	Projected Total
4019		0	TALKING WATER GARDENS: COMPLETE ENTRANCE/PARKING LOT LANDSCAPING	\$16,000
4020		0	TALKING WATER GARDENS: COMPLETE BRIDGE IMPROVEMENTS AND LANDSCAPING	\$15,000
4021		0	TALKING WATER GARDENS: REROUTE OVERHEAD POWER LINES	\$48,000
4022		0	TALKING WATER GARDENS: ENTRANCE ROAD IMPROVEMENTS	\$84,000
Total for Unfunded Talking Water Gardens:				\$163,000

Grand Total for Unfunded Wastewater: \$13,025,000

Wastewater SDC Account Balances and Projections

City of Millersburg

Wastewater SDC Tracking			
SDC per EDU = \$2,231	SDC-R	SDC-I	
% of total SDC (from 2006/2008 methodology)	46%	54%	Notes
FY 2019-2020			
SDC Revenues			
BOY (per previous auditor workpaper)	620,356		
BOY SDC R/I	0	620,356	
SDCs Received (revenue)	241,617		
SDC Revenue R/I	111,144	130,473	
Total SDC R/I Resources for FY	111,144	750,829	
SDC Expenditures			
WRF Capital Projects	0	0	
Wetland Capital Projects	0	0	
WRF Debt Service	67,183	238,194	Total amount for FY 19-20 is \$305,377, 78% improvement per 2006/2008 SDC methodology
Wetlands DEQ Loan	0	0	
Total SDC R/I Expenditures for FY	67,183	238,194	
SDC Balance EOY R/I	43,961	512,635	
SDC Balance EOY Total	556,596		

FY 2020-2021 - old methodology for permits issued through mid-September, then switch to new			
SDC Revenues			
BOY (per previous auditor workpaper)	556,596		
BOY SDC R/I	43,961	512,635	
SDCs Received (revenue)	102,626		46 EDUs
SDC Revenue R/I	47,208	55,418	
SDC per EDU = \$4655			
% of total SDC (from 2020 methodology)			
SDC Revenue R/I	58,926	48,139	23 EDUs (22 new homes, 1 new connection to exst. home with failed septic)
Total Revenue for FY	106,134	103,557	
Total SDC R/I Resources for FY	150,095	616,192	
SDC Expenditures			
WRF Capital Projects	0	0	
Wetland Loan Payment to DEQ	50,000	0	
WRF Debt Service	68,357	242,358	Total amount for FY 20-21 is \$310,745, 78% improvement per 2006/2008 SDC methodology
Total SDC R/I Expenditures for FY	118,357	242,358	
SDC Balance EOY R/I	31,738	373,834	
SDC Balance EOY Total	405,572		final

FY 2021-2022 - ESTIMATED			
SDC Revenues			
BOY	405,572		
BOY SDC R/I	31,738	373,834	
SDC's received (revenue)	89,980		Estimated based on 20 EDUs
SDC Revenue R/I	51,240	38,740	
Total SDC R/I Resources for FY	82,978	412,574	
SDC Expenditures			
AM-WRF Capital Projects	0	0	
Transition Parkway Sewer Main	0	68,000	100% SDC-I in 2020 SDC methodology
Total SDC R/I Expenditures for FY	0	68,000	
SDC Balance EOY R/I	82,978	344,574	
SDC Balance EOY Total	427,552		projected

FY 2022-2023 - PROJECTED			
SDC Revenues			
BOY	427,552		
BOY SDC R/I	82,978	344,574	
SDC's received (revenue)	89,980		Estimated based on 20 EDUs
SDC Revenue R/I	51,240	38,740	
Total SDC R/I Resources for FY	134,218	383,314	
SDC Expenditures			
	0	0	
	0	0	
Total SDC R/I Expenditures for FY	0	0	
SDC Balance EOY R/I	134,218	383,314	
SDC Balance EOY Total	517,532		projected

Water

Maintaining Ongoing Operations

As a result of the city's partnership with Albany in the Albany-Millersburg Water Treatment Plant (A-M WTP) and relatively new distribution system, Millersburg water customers benefit from a safe, reliable source of drinking water, a distribution system with capacity to serve growth, and stable operation and maintenance expenses.

The city's water system consists of a network of pipes, with a reservoir and pump station located at the A-M WTP. The water system is made up of over 20 miles of pipes, one pump station, one reservoir, service lines, hydrants, valves, and a water treatment plant. Over 90% of the distribution system consists of ductile iron and HDPE pipe. The remaining less than 10% is asbestos cement (AC) and steel pipe. All of the AC and steel pipe is located along Old Salem Road, south of the Viewcrest interchange. One long-term goal of the city is to eliminate the remaining AC and steel pipe in the system.

Millersburg employs a Direct Responsible Charge (DRC) Operator and contracts with the City of Albany for operation and maintenance of the water distribution system through an Intergovernmental Agreement (IGA). The water projects identified in this plan include those recommended by the city's adopted Water Master Plan and needs identified by City of Millersburg staff and City of Albany operations staff; they represent the projects necessary for continued consistent quality water services and to support growth and economic development in the city.

A water rate and SDC study was recently completed. This resulted in increases to SDC fees, a restructuring of water rates, and future planned inflationary increases to water rates. These changes are an important part of funding the projects listed in this CIP, as well as ongoing operations of the water system.

Funding Summaries

The following table shows the total value of projects scheduled in each of the five years of this CIP, broken down by the source of the funding. The costs shown are the projected total project costs in the year the project is proposed.

Each year the estimated cost of the projects is adjusted to current year costs by applying the change in the Engineering News-Record (ENR) construction cost index for Seattle. Project cost estimates for projects not yet contracted for the 2022-23 fiscal year have been increased by an additional 20% to account for current materials supply and construction climate factors.

Projected Cost Totals

FUNDING SOURCE	2022-23	2023-24	2024-25	2025-26	2026-27	TOTAL
SDC – Improvement – Water	\$0	\$169,000	\$0	\$0	\$0	\$169,000
SDC – Reimbursement – Water	\$400,000	\$100,000	\$0	\$0	\$0	\$500,000
Water Rates/Operating Revenues	\$0	\$346,000	\$0	\$0	\$0	\$346,000
GRAND TOTALS:	\$400,000	\$615,000	\$0	\$0	\$0	\$1,015,000

Funded Projects Summary & Detail

The following projects have been identified for inclusion in this five-year Capital Improvement Program.

Each project shown below is explained in detail on the pages that follow. Projects are listed in the fiscal year order they are planned to occur, and in CIP ID# order within a given fiscal year set.

CIP #	Phase Title	Projected Total
Plan Year: 2022 - 2023		
5004	TRANSFER SERVICES FROM AC PIPE IN OLD SALEM ROAD NORTH OF TRUAX CREEK	\$300,000
5019	AM-WTP SEISMIC VALVE AND RAW WATER PUMP STATION VALVE REPLACEMENT	\$67,000
5020	AM-WTP RAW WATER VFD REPLACEMENT	\$33,000
Total for FY 2022 – 2023		\$400,000
Plan Year: 2023 – 2024		
5005	ABANDON AC PIPE IN OLD SALEM ROAD SOUTH OF TRUAX CREEK	\$446,000
5012	MORNINGSTAR ROAD REALIGNMENT WATER	\$169,000
Total for FY 2023 – 2024		\$615,000
Plan Year: 2024 – 2025		
	NONE IDENTIFIED	\$0
Total for FY 2024 – 2025		\$0
Plan Year: 2025 – 2026		
	NONE IDENTIFIED	\$0
Total for FY 2025 – 2026		\$0
Plan Year: 2026 – 2027		
	NONE IDENTIFIED	\$0
Total for FY 2026 – 2027		\$0
Grand Total for Water:		\$1,015,000

Plan FY: 2022-2023 TRANSFER SERVICES FROM AC PIPE IN OLD SALEM ROAD NORTH OF TRUAX CREEK
CIP Project #: 5004

Master Plan: Water Master Plan **Plan Element:**
Category: Water **Classification:** Water Mains

Total Cost: \$300,000

This project will replace services currently connected to an existing AC pipe with connections to the 20" ductile iron (DI) water main.

Replacement services are to three industries located on Old Salem Road, north of Truax Creek. A 3" meter scheduled for replacement will also be replaced with this project. Existing AC pipe will remain in place, but normally isolated from the rest of the system.

Operating Budget Impact: Isolating the AC pipe may reduce the amount of water loss from the system and will reduce the risk of an AC pipe failure.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
WATER SDC-REIMBURSEMENT FUND	\$300,000
Total:	\$300,000

Master Plan: Water Master Plan **Plan Element:**
Category: Water **Classification:** Water Mains

Total Cost: \$446,000

This project will replace approximately 15 services currently connected to an existing AC pipe with connections to the 20" ductile iron (DI) water main. Approximately 3,000 feet of asbestos cement (AC) pipe will be abandoned.

Replacement services are located on Old Salem Road, south of Truax Creek.

Operating Budget Impact: Abandonment of the AC pipe may reduce the amount of water loss from the system and will reduce the risk of an AC pipe failure.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
WATER RATES/OPERATING REVENUES	\$346,000
WATER SDC – REIMBURSEMENT FUND	\$100,000
	<hr/>
Total:	\$446,000

Master Plan: **Plan Element:**
Category: Water **Classification:** Water Mains

Total Cost: \$169,000

This project will install approximately 1000 ft of new 12" water main in Morningstar Road along with the Morningstar Road realignment project to be conducted by Linn County.

Operating Budget Impact: This project will expand water service within the city, which may increase operational costs over the long term.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
WATER SDC-IMPROVEMENTS FUND	\$169,000
Total:	\$169,000

Plan FY: 2022-2023
REPLACEMENT

AM-WTP SEISMIC VALVE AND RAW WATER PUMP STATION VALVE

CIP Project #: 5019

Master Plan:

Category: Water

Plan Element:

Classification: Treatment Plant

Total Cost: \$67,000

This project will replace a leaking seismic valve at the water storage tank and a valve at the raw water pump station.

Operating Budget Impact: Minor maintenance cost reduction.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
WATER SDC-REIMBURSEMENT FUND	\$67,000
Total:	\$67,000

Master Plan: Plan Element:
Category: Water **Classification:** Treatment Plant

Total Cost: \$33,000

This project will replace a variable frequency drive at the raw water pump station.

Operating Budget Impact: Minor maintenance cost reduction.

Funding Sources for This Project:

<u>Funding Source</u>	<u>Projected Amount</u>
WATER SDC-REIMBURSEMENT FUND	\$33,000
Total:	\$33,000

Unfunded Projects

The following projects have been identified as needed repairs and/or improvements to the city's infrastructure. In most cases, these projects are the result of a master plan process, which attempts to systematically look at the needs for public infrastructure over the next 10 to 20 years. These projects are considered "Unfunded" because either a source of funding has not been made available, or they will not be implemented within the five-year window this plan covers.

Water

CIP #	Phase	Year	Title	Projected Total
5006		0	STEELHEAD MAIN SIZE INCREASE	\$214,000
5011		0	AM-WTP EXPANSION (MEMBRANES)	\$1,972,000
5014		0	SYSTEM EXPANSION UNDER SERVED NE INDUSTRIAL AREAS	\$457,000
5017		0	AM-WTP EXPANSION (STORAGE)	\$2,028,000
5018		0	SYSTEM EXPANSION TO INDUSTRIAL PROPERTY SOUTH OF CONSER	\$5,472,000
Total for Unfunded Water:				\$10,143,000

Grand Total for Unfunded Water: \$10,143,000

Water SDC Account Balances and Projections

City of Millersburg

Water SDC Tracking			
SDC per EDU = \$1,921	SDC-R	SDC-I	
% of total SDC (from 2006/2008 methodology)	81%	19%	Notes
FY 2019-2020			
SDC Revenues			
BOY (per previous auditor workpaper)	1,097,753		
BOY SDC R/I	812,581	285,172	
SDC's received (revenue)	192,962		
SDC Revenue R/I	156,299	36,663	
Total SDC R/I Resources for FY	968,880	321,835	
SDC Expenditures			
Water Treatment Plant Capital Projects	0	0	
Water Plant Loan, principal payment	360,000	0	100% SDC-R because not listed in 2006/2008 SDC methodology
Total SDC R/I Expenditures for FY	360,000	0	
SDC Balance EOY R/I	608,880	321,835	
SDC Balance EOY Total	930,715		
FY 2020-2021 - old methodology for permits issued through mid-September, then switch to new			
SDC Revenues			
BOY (per previous auditor workpaper)	930,715		
BOY SDC R/I	608,880	321,835	
SDC's received (revenue) until mid-September	86,445		45 EDUs
SDC Revenue R/I	70,020	16,425	
Beginning mid-September SDC per EDU = \$3,295	SDC-R	SDC-I	
% of total SDC (from 2020 methodology)	59%	41%	
SDC Revenue R/I	48,613	33,763	25 EDUs (22 new homes, 3 new connections to existing homes)
Total Revenue for FY	118,633	50,187	
Total SDC R/I Resources for FY	727,513	372,022	
SDC Expenditures			
Fire Station and Industrial Property Water Main	0	0	100% SDC-I in 2020 SDC methodology
Water Plant Loan, principal payment	369,000	0	100% SDC-R
Total SDC R/I Expenditures for FY	369,000	0	
SDC Balance EOY R/I	358,513	372,022	
SDC Balance EOY Total	730,535		final
FY 2021-2022 - ESTIMATED			
SDC Revenues			
BOY	730,535		
BOY SDC R/I	358,513	372,022	
SDC's received (revenue)	59,700		Estimated based on 20 EDUs
SDC Revenue R/I	38,880	20,820	
Total SDC R/I Resources for FY	397,393	392,842	
SDC Expenditures			
Water Treatment Plant Capital Projects	0	0	
Transition Parkway Water Main	0	227,000	100% SDC-I in 2020 SDC methodology
Transfer Services from AC Pipe North of Truax Cr	25,000	0	100% SDC-R
Total SDC R/I Expenditures for FY	25,000	227,000	
SDC Balance EOY R/I	372,393	165,842	
SDC Balance EOY Total	538,235		projected
FY 2022-2023 - PROJECTED			
SDC Revenues			
BOY	538,235		
BOY SDC R/I	372,393	165,842	
SDC's received (revenue)	59,700		Estimated based on 20 EDUs
SDC Revenue R/I	38,880	20,820	
Total SDC R/I Resources for FY	411,273	186,662	
SDC Expenditures			
Water Treatment Plant Capital Projects	100,000	0	Seismic and RW PS valve replacements and VFD replacement
Transfer Services from AC Pipe North of Truax Cr	300,000	0	100% SDC-R
Total SDC R/I Expenditures for FY	400,000	0	
SDC Balance EOY R/I	11,273	186,662	
SDC Balance EOY Total	197,935		projected

CITY OF MILLERSBURG

2022-2023 BUDGET



CITY OF
Millersburg

A COMMUNITY LINKING
AGRICULTURE AND INDUSTRY

Linn County, Oregon



CITY OF MILLERSBURG

4222 NE Old Salem Road
 Millersburg Oregon, 97321
 (458) 233-6300
www.cityofmillersburg.org

2022-2023 BUDGET CALENDAR

Target Dates	Action Items
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April 12, 2022	Publish Notice of Budget Meetings on City website and in newspaper (5-30 days prior to the meeting)
April 26, 2022	First Budget Committee Meeting, Public Hearing Elect Chair Deliver budget message
May 5, 2022	Second Budget Committee Meeting and Public Hearing (if needed)
May 23, 2022	Publish Notice of Budget hearing and financial summary on website and newspaper (5-30 days prior to hearing)
June 14, 2022	City Council - Hold Budget Public Hearing Adoption of Resolution: Adopt Budget Appropriate Budget Levy Taxes
June 21, 2022	Submit Appropriation Resolution



Budget Message Fiscal Year 2022-2023

The past fiscal year was a year of transition, as we began returning to the office full-time and resumed in-person meetings during the third quarter, after dealing with the impacts of COVID-19 for the last two years. COVID-19 continued to present challenges, but our staff, council, committee members, and residents all responded well to the changes required to maintain and enhance our operations and services to the community.

The city's Strategic Plan and Facility Master Plans (Parks, Transportation, Water and Sewer), along with our Comprehensive Plan, Development Code, Municipal Code, Policies and Procedures, and Capital Improvement Program (CIP) continue to provide the guiding principles for the development of our annual budget.

The 2022-2026 CIP will be reviewed with the Budget Committee, highlighting general fund and utility fund planned capital expenditures for the coming budget year through FY 2026-27.

The assessed value (A/V) of the community for 2021/22 increased to \$648,246,290, a 7.61% increase over our 2020/21 A/V. However, for our budget calculation of general fund revenues, we continue to use 4% as the estimate of our A/V growth. Our beginning fund balance for 2021/22 was approximately \$549,000 greater than what was estimated for fiscal year 2020/21, due to a higher assessed value than budgeted, and lower expenditures than planned.

We continued to see lower electrical franchise utility fee revenues related to business impacts from COVID-19. We have, however, seen a gradual return during the third quarter of this year as businesses begin to return to normal operations and the economy continues to pick up. Additionally, major capital investments have occurred at ATI, including the installation of a new melting furnace. Our expectations for franchise receipts in this coming budget show an increase of approximately \$50,000 over last year's budget.

Our budget development continues to be designed to ensure our daily operation needs and expenses do not exceed our estimated annual projected revenues. To this end, it is important to note that our beginning fund balance consists of restricted and reserve funds required for planned future projects and/or capital expenditures in addition to funds held in reserve for emergencies.

You will also see a lower overall budget amount with the substantial completion of our new fire station, which was constructed with the use of reserve funds that had been set aside for the project at just over \$5.6 million. It is significant that the construction of the new state-of-the-art fire station was accomplished without the need to secure passage of a bond or by obtaining a loan. This was made possible by savings the city set aside over the years.

This accomplishment, along with our low city tax rate, would not be possible without our strong industrial base. As a city we are blessed to have a large ratio of high value industry located in our community. The value of these industries enables us to offer services and amenities which similar sized cities cannot provide, while maintaining one of the lowest tax rates in Linn County at \$3.50 per thousand of assessed value.

Many of our community members may not recognize that our area is known as a the "rare/specialty" metals capital of the world due to ATI-Specialty Alloys and Components facility located here in Millersburg. The importance of ATI's facility as an economic driver both now and into the future for our city, Linn County, and State of Oregon cannot be stressed enough. We are proud of the working relationship we enjoy with the leadership of ATI's Millersburg facility and the many benefits they bring to our community.

ATI's Millersburg facility is a world leader in the production and research/use of Zirconium, Hafnium, Niobium, Titanium and Tantalum products. These products are critical in medical, superconducting, aerospace, electrical energy, national defense, missiles and space, and many other fields. You may not be aware that with nearly every launch of a Rocket in the U.S., and most every commercial flight you are on or MRI machine you may have been in, you likely have observed or benefited from a product produced at ATI's Millersburg facility. It is also important to recognize the significant research and development progress that has come from this facility, which has resulted in many of the technological advancements we see, enjoy, and take for granted on a daily basis.

A proud example of ATI's importance is the recent invitation received by the President of the Millersburg ATI facility, Lee Weber, to attend the commissioning Memorial Day weekend of the newest U.S. attack submarine the USS Oregon, in recognition of the importance and vital role ATI and the City of Millersburg facility play in protecting lives at home and around the world.

In conjunction with the completion of the new fire station, the first phase of a new street "Transition Parkway" was completed with a cost of approximately \$1.0 million, which was completed with streets, water, and sewer funds. The new road and associated infrastructure will provide access not only to the new fire station, but also to city owned industrial properties to the west and city owned commercial property to the east. We have experienced a significant increase in interest in these properties with the construction of the new road and fire facility. We should note the selection of the name "Transition Parkway" was in recognition of the importance to our community of ATI, and metals they produce, which are recognized as transition metals in the periodic table.

Along with the opening of the new fire station, city residents living in the area north of Conser Road will begin receiving ambulance services from the Albany Fire Department beginning July 1. The goal of the city at the time we withdrew from Albany Rural and Jefferson Rural Fire Protection Districts and entered into the Intergovernmental Agreement (IGA) for Fire and Emergency Services with the City of Albany was for our residents to receive all of their Fire and EMS services, including non-emergency services, from the Albany Fire Department.

The EMS transport change for residents in the northern part of the city required a request for an Ambulance Service Area (ASA) change through Linn County. As a brief history, the Albany Fire Department has continuously provided Fire and Ambulance service to the southern portion of the City of Millersburg since prior to the City's incorporation in 1974. At that time, the City of Albany also provided ambulance services to the northern area of the

city. In 1999 Jefferson Fire requested, and was given, the addition of ambulance transport for their fire district and an additional ASA area assignment from Linn County, which included all the area within the Jefferson Fire Protection District, covering part of Millersburg. The Linn County Board of Commissioners has now approved the city's request for an ASA change for all of the City of Millersburg's corporate limits to be reassigned back to the Albany Fire Department.

Our proposed budget continues to maintain general fund contingencies of \$630,000 and reserve funds of approximately \$2.3 million. The general fund also includes planned expenditure of general fund reserves for the design of a new city park, supplemented by a state grant for planning of the park.

As was previously shared we expect to see a continued slowing of new residential construction based on availability/interest in the sale of remaining larger property parcels zoned for residential development. However, we are continuing to see increased interest in commercial and industrial property development within the city, including investment and expansion by ATI – Specialty Alloys and Components, along with two new companies looking to locate facilities in Millersburg. These companies, representing approximately \$225 million in investment, are currently in the due diligence phase and could begin construction the coming year

Finally, the scheduled completion of the new Pacific Power Substation slated for this fiscal year will add to the assessed value of Pacific Power assets in Millersburg. The ability to quickly respond to new load requests from existing companies and companies looking at locating in Oregon will also be a positive factor for consideration of property in the city.

Staff Changes/Reorganization

This past year our Deputy City Recorder Jake Gabell moved out of state. The loss of Jake resulted in a reorganization that included the hiring of our planning consultant Matt Straite as the Community Development Director. Matt's responsibilities include all planning functions and responsibilities required of the city. The addition of Matt to full-time status has resulted in significant improvements in our capabilities to answer citizen, business owner, and developer questions regarding land use and development topics; he is also following State land use legislation that can have an impact on city operations.

Matt is also responsible for the coordination and receipt of building permits for Linn County and is now the primary individual who inspects new construction upon completion to ensure city requirements are complete prior to Linn County issuing a certificate of occupancy. Code enforcement and responsibility for our Planning and Parks Commissions are part of Matt's responsibilities as well. Matt is also monitoring, recommending, and applying for grants that can assist the city with funding of projects. We also have two new part-time support staff, Dawn (Michelle) Hall and Jamie Comin who assist with accounts payable and utility billing, respectively, as well as phones, helping customers at the front counter, and other support functions.

From the beginning of this fiscal year, we have a new Maintenance Supervisor, Randy Mueller. Randy has done an outstanding job of addressing numerous city-wide backlog and ongoing maintenance issues. For the past eight months, his focus has been on organization, budgeting, planning, and maintenance of streets, stormwater, city facilities, and equipment, in addition to responsibilities for our park facilities.

Park Property and Grants

In August 2021, the city completed the process of acquiring property in the northwest area of the city for a new park. The city has applied for a grant to assist with planning and conceptual design. The grant requires a 20% match, which has been included in the upcoming fiscal year budget. This effort will be led by Matt Straite, with work to be completed by a consultant. The process will include Parks Commission guidance, public outreach, and planning approvals. The result will be a conceptual design for the new park, including determination of park amenities and spatial layouts, which can move forward into detailed design and construction in the subsequent year(s).

The city has also received a grant for the Woods Road Multiuse Path. The Albany Area Metropolitan Planning Organization (AAMPO) has received COVID funding to distribute among its members; this project is one of several chosen by the organization to receive funding. The proceeds from this grant may be used for surveying, design, property acquisition, and construction costs. The amount of the grant is \$100,000 and there is no required match.

Economic Development

Interest in industrial development in Millersburg has remained high this last year. Early in the year, the city was approached by a company out of Michigan called National Carbon who was interested in potentially locating on city-owned property. In early June we met with a representative on site. During this meeting we also made them aware of available Linn County owned property associated with the development of Mid-Willamette Valley Intermodal Center and shared that we thought the county property may better suited for their needs. The company has since followed up with Linn County and entered into a contract for 35 acres of property. They are currently doing due-diligence and have begun the initial design phase of the project.

The company is now called Aymium and is planning on a facility that will produce Metallurgical Carbon products that are engineered to precise chemistry and sizing to immediately replace coal and coke in steel and other metals production without any capital modifications. The product is made using sustainably sourced recovered biomass, their products are carbon-negative, and their use results in higher-quality steel and metallics with reduced impurities and will result in net carbon reduction.

We continue to remain active in supporting current businesses and industries, assisting them when needs arise. Staff remain active on economic development of City-owned property and have responded to numerous requests for information. Within the past year, we have met with four companies interested in city property, two of which remain active. The interests we are responding to and pursuing for our property are high-valued industrial investments.

In December, Wilbur Ellis will complete their due diligence phase for lease of a 25-acre industrial zoned parcel on the west side of the Burlington Northern/Portland and Western Railroad tracks. In the prior year, the city negotiated a long-term lease, which will provide general fund lease revenues in addition to the added tax value associated with the development of the property. They will make a go/no go decision no later than the end of calendar year 2022.

The City was approached by the State of Oregon and encouraged to submit an application for consideration of our property as a Regionally Significant Industrial Site (RSIS). We completed and submitted the RSIS application and have been notified that our property has been selected as a Regionally Significant Industrial Site. With this designation we will now be eligible for reimbursement of development costs associated with infrastructure to serve the site through state income tax reimbursement. Tax reimbursements go to the approved local community annually the year after a project's employment thresholds are reached. The following examples are eligible site readiness activities: land acquisition and assembly costs, planning and engineering, environmental remediation and mitigation, transportation improvements, infrastructure improvements, and site grading.

MS4 Permit

In 2021 Millersburg came under the State's Municipal Separate Sewer System (MS4) Phase 2 General Permit. This permit requires us to develop a stormwater program which includes six minimum measures: Public Education and Outreach, Public Involvement and Participation, Illicit Discharge Detection and Elimination (IDDE), Construction Site Runoff Control, Post-Construction Site Runoff for New Development and Redevelopment, and Pollution Prevention and Good Housekeeping for Municipal Operations. Millersburg is currently implementing some of the permit requirements and the remaining elements will be developed in order to meet our compliance deadline of February 2024. The permit also includes training, documentation, and reporting requirements.

AM-WRF – Improvements

The Albany-Millersburg Water Reclamation Facility (AM-WRF) Composting and Dewatering Improvements projects are nearing completion. The projects will provide for beneficial reuse of Class A biosolids product, as well as new upgraded on-site dewatering equipment, odor control, and ancillary improvements to the existing solids dewatering building and cake storage facility. Millersburg is responsible for 10% of the project cost.

Economic Needs Assessment (ENA)

Millersburg has contracted with ECO Northwest to conduct an economic needs analysis for the city. This study will review national, state, and local trends in commercial and industrial sectors (jobs), analyze the available buildable land, and project needs for the next 20 years. The study should be done by October of this year.

I would like to thank our staff for their dedication and commitment to the City's mission, vision, and values. Their continued commitment to these principles was evident in how we responded to and addressed the impacts associated with Coronavirus this past year,

Sincerely,



Kevin L Kreitman – EFO
City Manager

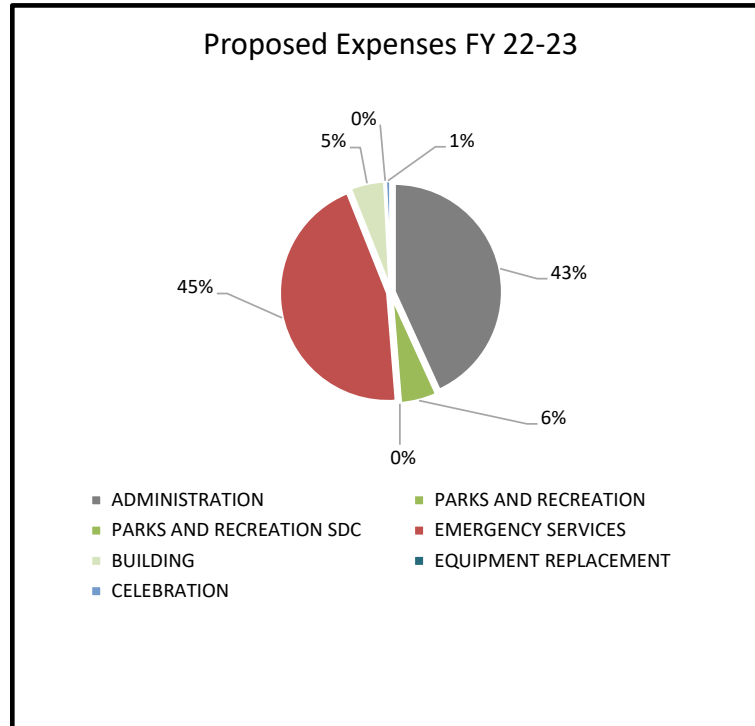
**CITY OF MILLERSBURG
GENERAL FUND - SUMMARY
FY 2021-2022**

Actual FY 2019-2020	Actual FY 2020-2021	Adopted FY 2021-2022	GENERAL FUND RESOURCES	Proposed FY 2022-2023	Approved FY 2022-2023	Adopted FY 2022-2023
10,136,059	10,997,366	10,520,339	ADMINISTRATION	7,071,472	-	-
1,805	2,815	-	PARKS AND RECREATION	33,000	-	-
586,045	102,883	33,641	PARKS AND RECREATION SDC	139,670	-	-
4,124	2,545	2,000	EMERGENCY SERVICES	2,500	-	-
790,351	670,727	253,000	BUILDING	313,000	-	-
-	-	-	EQUIPMENT REPLACEMENT	-	-	-
16,217	1,764	-	CELEBRATION	21,100	-	-
11,534,601	11,778,100	10,808,980	TOTAL GENERAL FUND RESOURCES	7,580,742	-	-
Actual FY 2019-2020	Actual FY 2020-2021	Adopted FY 2021-2022	GENERAL FUND EXPENSE BY OBJECT	Proposed FY 2022-2023	Approved FY 2022-2023	Adopted FY 2022-2023
			PERSONNEL SERVICES			
667,773	833,776	881,389	ADMINISTRATION	1,022,105	-	-
667,773	833,776	881,389	TOTAL PERSONNEL SERVICES	1,022,105	-	-
			MATERIALS & SERVICES			
765,194	770,309	716,748	ADMINISTRATION	622,505	-	-
90,945	48,525	115,000	PARKS AND RECREATION	174,000	-	-
1,590,905	1,593,305	1,689,636	EMERGENCY SERVICES	1,699,800	-	-
787,390	505,864	230,500	BUILDING	289,400	-	-
44,257	15,342	30,000	CELEBRATION	45,500	-	-
3,278,691	2,933,345	2,781,884	TOTAL MATERIALS & SERVICES	2,831,205	-	-
			CAPITAL OUTLAY			
109,746	86,447	-	ADMINISTRATION	38,800	-	-
936	655	-	PARKS AND RECREATION	133,000	-	-
-	712,950	-	PARKS AND RECREATION SDC	-	-	-
3,365	449,707	5,538,000	EMERGENCY SERVICES	776,000	-	-
-	-	-	EQUIPMENT REPLACEMENT	-	-	-
114,047	1,249,759	5,538,000	TOTAL CAPITAL OUTLAY	947,800	-	-
			TRANSFERS			
417,661	-	-	ADMINISTRATION	109,076	-	-
417,661	-	-	TOTAL TRANSFERS	109,076	-	-
			CONTINGENCY			
-	-	600,000	ADMINISTRATION	600,000	-	-
-	-	30,000	EMERGENCY SERVICES	30,000	-	-
-	-	630,000	TOTAL CONTINGENCIES	630,000	-	-
4,478,173	5,016,879	9,831,273	TOTAL GENERAL FUND EXPENDITURES	5,540,186	-	-

**CITY OF MILLERSBURG
GENERAL FUND - SUMMARY
FY 2021-2022**

Actual FY 2019-2020	Actual FY 2020-2021	Adopted FY 2021-2022	OTHER GENERAL FUND REQUIREMENTS	Proposed FY 2022-2023	Approved FY 2022-2023	Adopted FY 2022-2023
			RESERVE ACCOUNT TOTALS			
-	-	33,641	PARKS AND RECREATION SDC	139,670	-	-
-	-	-	EMERGENCY SERVICES	-	-	-
-	-	102,500	EQUIPMENT REPLACEMENT	113,000	-	-
7,056,428	6,761,220	841,565	UNAPPROPRIATED ENDING FUND BALANCE	1,787,886	-	-
7,056,428	6,761,220	977,706	TOTAL RESERVE AND UNAPPROPRIATED FUNDS	2,040,556	-	-
11,534,601	11,778,100	10,808,980	TOTAL GENERAL FUND REQUIREMENTS	7,580,742	-	-

Actual FY 2019-2020	Actual FY 2020-2021	Adopted FY 2021-2022	GENERAL FUND EXPENDITURES BY PROGRAM	Proposed FY 2021-2022	Approved FY 2021-2022	Adopted FY 2021-2022
1,960,375	1,690,531	2,198,137	ADMINISTRATION	2,392,486	-	-
91,881	49,179	115,000	PARKS AND RECREATION	307,000	-	-
-	712,950	-	PARKS AND RECREATION SDC	-	-	-
1,594,270	2,043,013	7,257,636	EMERGENCY SERVICES	2,505,800	-	-
787,390	505,864	230,500	BUILDING	289,400	-	-
-	-	-	EQUIPMENT REPLACEMENT	-	-	-
44,257	15,342	30,000	CELEBRATION	45,500	-	-
4,478,173	5,016,879	9,831,273	TOTAL GENERAL FUND EXPENDITURES	5,540,186	-	-



**CITY OF MILLERSBURG
GENERAL FUND RESOURCES
FY 2021-2022**

Actual FY 2019 2020	Actual FY 2020-2021	Adopted FY 2021-2022	Account #	ADMINISTRATION PROGRAM RESOURCES	Proposed FY 2022-2023	Approved FY 2022-2023	Adopted FY 2022-2023
5,723,546	7,056,428	7,056,428		BEGINNING FUND BALANCE	6,772,529		
		(833,000)		PROJECTED CARRYOVER	(4,021,120)		
1,907,183	2,053,079	2,104,965	01-30-100	CURRENT YEAR TAX LEVY	2,265,232		
487,702	536,262	542,936	01-39-100	TRANSFER FROM STREET, STORMWATER, AND ENTERPRISE FUNDS	622,400	-	-
		99,987		STREET FUND	112,657	-	-
		55,960		STORMWATER FUND	91,673	-	-
		191,789		SEWER FUND	201,086	-	-
		195,200		WATER FUND	216,984	-	-
21,565	16,073	5,000	01-31-200	LAND USE FEE	5,000		
13,418	6,516	3,000	01-38-900	MISCELLANEOUS REVENUE	10,000		
				MISC FEES, ETC.	3,000		
				JBO BALLFIELD FENCE REIMBURSEMENT	7,000		
			-	CITY HALL RENTAL FEES	-		
60,204	38,090	70,000	01-38-200	RENTAL PROPERTY INCOME	42,000		
1,000		1,000	01-32-100	GRANT	-		
30,219	46,520	54,920	01-34-100	STATE REVENUE SHARING	55,000		
951,469	891,295	927,400	01-31-100	FRANCHISE FEES	971,700	-	-
	60,553	60,000		REPUBLIC SERVICES	61,500		
	51,056	53,000		NW NATURAL GAS	62,000		
	3,360	3,400		CENTURY LINK	3,200		
	724,552	780,000		PACIFIC POWER	800,000		
	49,455	30,000		COMCAST CABLE	44,000		
	2,319	1,000		LIGHTSPEED	1,000		
75	45	100	01-35-100	LIQUOR LICENSES	100		
12,600	2,546	2,500	01-30-155	CIGARETTE TAXES	2,320		
37,189	49,454	50,974	01-30-150	LIQUOR TAXES	56,602		
-	161,004	-	01-32-150	PCPI BOND	-		
301,829	43,583	12,914	01-38-100	INTEREST RECEIVED	5,709	-	-
588,060	19,602		01-38-700	PROPERTY SALE	-		
-	76,870	521,203	01-38-800	COVID FUNDS	284,000		
10,136,059	10,997,366	10,520,339		TOTAL ADMINISTRATION PROGRAM RESOURCES	7,071,472	-	-
				PARKS AND RECREATION PROGRAM RESOURCES			
1,805	2,815	-	01-31-300	PARK SHELTER USER FEES	1,000	-	-
				GRANT	32,000		
-	-	-	-	TRANSFER FROM GENERAL FUND - ADMINISTRATION	-	-	-
1,805	2,815	-		TOTAL PARKS AND RECREATION PROGRAM RESOURCES	33,000	-	-
				PARKS AND RECREATION SDC PROGRAM RESOURCES			
463,641	21,287	9,641		BEGINNING PARK SYSTEM DEVELOPMENT CHARGES (SDC) PROGRAM BALANCE	67,130	-	-
		3,321		BEGINNING SDC-R BALANCE	27,585		
		6,320		BEGINNING SDC-I BALANCE	39,546		
122,404	81,596	24,000	01-31-450	PARK SYSTEM DEVELOPMENT CHARGES (SDC) FEES	72,540	-	-
		5,520		PARK SDC-R FEES	16,684		
		18,480		PARK SDC-I FEES	55,856		
586,045	102,883	33,641		TOTAL PARKS AND RECREATION SDC PROGRAM RESOURCES	139,670	-	-

**CITY OF MILLERSBURG
GENERAL FUND RESOURCES
FY 2021-2022**

EMERGENCY SERVICES PROGRAM RESOURCES								
-	-	-	-	-	TRANSFER FROM GENERAL FUND BEGINNING FUND BALANCE	-	-	-
-	-	-	-	-	TRANSFER FROM GENERAL FUND	-	-	-
4,124	2,545	2,000	01-33-100	JUSTICE COURT		2,500		
4,124	2,545	2,000		TOTAL EMERGENCY SERVICES PROGRAM RESOURCES		2,500	-	-

BUILDING PROGRAM RESOURCES								
326,029	223,143	100,000	01-30-200	CONSTRUCTION EXCISE TAX		60,000		
455,242	437,019	150,000	01-31-250	BUILDING PERMIT FEES		250,000		
9,080	10,565	3,000	01-31-350	CITY PERMIT FEES		3,000		
-	-	-		TRANSFER FROM GENERAL FUND FOR LINN COUNTY BUILDING PERMITS		-	-	-
790,351	670,727	253,000		TOTAL BUILDING PROGRAM RESOURCES		313,000	-	-

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

MILLERSBURG CELEBRATION PROGRAM RESOURCES								
16,217	1,764	-	01-37-100	MILLERSBURG CELEBRATION		21,100	-	-
		-		SPONSORSHIPS		10,000	-	-
		-		REVENUE		11,100	-	-
16,217	1,764	-		TOTAL MILLERSBURG CELEBRATION PROGRAM RESOURCES		21,100	-	-

586,045	102,883	33,641		RESTRICTED FUNDS (SDC'S)		139,670	-	-
10,948,556	11,675,217	10,775,339		AVAILABLE RESOURCES		7,441,072	-	-
11,534,601	11,778,100	10,808,980		TOTAL GENERAL FUND RESOURCES		7,580,742	-	-

FUND NARRATIVE

General Fund: General Fund (01-40)

Responsible Manager/Title: Kevin Kreitman, 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

<u>Strategic Priority</u>	<u>Target Date</u>	<u>Status</u>	<u>Goals/Objectives</u>
Community Governance	Ongoing	In Progress	Implement new modules and website capabilities
Development	Jun-22	In Progress	Work on development of city industrial properties
	Mar-22	Completed	Consider expansion of UGB to meet Oregon land use requirements
	May-24	In Progress	Update City Comprehensive Plan
Community Governance/Public Infrastructure	Mar-23	In Progress	Implement new modules in financial software system
Public Infrastructure	Sept-22	Pending	Installation of emergency generator and associated work
	2022-23	Pending	HVAC unit replacement

**CITY OF MILLERSBURG
GENERAL FUND - ADMINISTRATION PROGRAM
FY 2021-2022**

Actual FY 2019-2020	Actual FY 2020-2021	Adopted FY 2021-2022	Account #	ADMINISTRATION PROGRAM EXPENDITURES	Proposed FY 2022-2023	Approved FY 2022-2023	Adopted FY 2022-2023
				PERSONNEL SERVICES			
76,369	90,019	101,340	01-40-110	CITY MANAGER	108,183		
132,047	142,781	139,208	01-40-111	ASSISTANT CITY MANAGER / CITY ENGINEER	148,700		
72,953	74,367	75,615	01-40-112	CITY RECORDER	79,396		
-	-	-	01-40-113	COMMUNITY DEVELOPMENT DIRECTOR	119,919		
59,655	64,535	65,252	01-40-114	BILLING/COLLECTION SPECIALIST	36,810		
-	22,719	26,243	01-40-115	OFFICE ASSISTANT/EXTRA COVERAGE	30,672		
61,974	86,146	68,226	01-40-120	MAINTENANCE SUPERVISOR	74,766		
43,831	49,411	48,646	01-40-121	MAINTENANCE ASSISTANT	52,238		
-	15,955	20,000	01-40-125	CECOP INTERN	-		
8,464	6,358	20,000	01-40-129	OVERTIME	16,200		
39,883	48,039	55,042	01-40-130	PAYROLL TAXES	65,021		-
76,099	134,930	146,520	01-40-131	PERS	178,105		-
87,559	84,245	93,339	01-40-132	MEDICAL INSURANCE	94,495		
1,878	1,605	9,500	01-40-133	DISABILITY INSURANCE AND WORKERS COMP	7,600		
-	-	2,460	01-40-134	SUPPLEMENTAL MEDICAL INSURANCE - HSA EMPLOYEE CONTRIBUTION	-		
7,060	12,667	10,000	01-40-135	DENTAL & VISION INSURANCE	10,000		
667,773	833,776	881,389		TOTAL PERSONNEL SERVICES	1,022,105		-
				MATERIALS & SERVICES			
12,950	13,150	16,000	01-40-236	ACCOUNTING & AUDIT	20,000		
4,514	3,350	1,000	01-40-211	BIDS PUBLICATION	2,000		
42,412	43,794	44,000	01-40-212	PROPERTY/CASUALTY/LOSS INSURANCE	50,000		
4,142	8,465	10,000	01-40-213	CITY HALL BUILDING	18,500		-
				AED	2,500		
		10,000		MISCELLANEOUS	10,000		
				BARK	6,000		
-	-	-	01-40-214	CITY ATTORNEY	-		-
24,539	18,342	19,900	01-40-215	CITY HALL UTILITIES	17,066		-
		10,000		ELECTRIC	9,366		
		4,500		TELEPHONE	-		
		4,300		INTERNET (FIBER) AND PHONE SERVICE	6,600		
		1,100		GARBAGE	1,100		
9,318	11,215	14,000	01-40-216	MERCHANT FEES	14,000		
17,752	27,500	18,500	01-40-217	COMMUNITY SUPPORT	20,500		-
		1,000		MEALS ON WHEELS	1,000		
		5,000		ABC HOUSE	5,000		
		5,000		ALBANY BOYS AND GIRLS CLUB	5,000		
		-		LINN COUNTY FAIR AND EXPO	-		
		-		NW ART AND AIR FESTIVAL	-		
				HONOR FLIGHTS	2,000		
		7,500		MISCELLANEOUS	7,500		
4,884	192	6,000	01-40-218	CALL-A-RIDE	4,000		
4,607	5,911	6,500	01-40-220	POSTAGE AND SHIPPING	10,000		

**CITY OF MILLERSBURG
GENERAL FUND - ADMINISTRATION PROGRAM
FY 2021-2022**

15,502	15,963	25,000	01-40-221	MATERIALS & SUPPLIES	25,000		
9,054	12,405	22,040	01-40-222	OFFICE EQUIPMENT AND SOFTWARE	23,740	-	-
		6,200		COPIER LEASE	6,200		
		1,800		PLOTTER LEASE	1,800		
		2,440		PRINTERS AND FOLDER LEASE	2,440		
		8,000		IT EQUIPMENT (COMPUTERS, ETC.)	8,000		
		3,600		SOFTWARE (OFFICE 365, GIS, PHOTOSHOP, ETC.)	4,700		
				IPAD	600		
146,983	61,259	87,588	01-40-223	CONTRACTED SERVICES	90,179	-	-
		1,800		PROFESSIONAL SECURITY ALARM	2,000		
		8,000		OREGON CASCADES WEST COG - TECH SUPPORT	8,000		
		34,000		BILLING/UTILITY SYSTEM ANNUAL COST	25,000		
		600		CASELLE BUSINESS DIRECTORY	-		
		4,000		HVAC MAINTENANCE	5,000		
		1,000		PAYROLL ACCOUNTING	-		
		16,128		LANDSCAPING (CITY HALL)	19,354		
		6,300		JANITORIAL	8,000		
				HEATH'S LAUNDRY - RUGS	1,700		
		4,000		MISCELLANEOUS	4,000		
		360		PEST CONTROL	400		
		6,900		WEBSITE	8,225		
		3,000		BRUSH REMOVAL	3,000		
		1,500		CODE HOSTING AND UPDATES	5,500		
330	230	2,500	01-40-224	CITY COUNCIL	2,500		
840	279	2,500	01-40-225	EDUCATION & TRAINING	3,000		
2,773	180	13,000	01-40-226	MEETINGS & TRAVEL	13,000		
11,588	10,906	14,000	01-40-227	DUES & SUBSCRIPTIONS	14,000		
30,000	-	-	01-40-228	ALBANY-MILLERSBURG ECONOMIC DEVELOPMENT CORP (AMEDC)	-	-	-
43,700	35,000	50,000	01-40-229	ECONOMIC DEVELOPMENT	50,000		
219,755	335,265	220,000	01-40-230	LEGAL SERVICES	150,000		
2,440	1,240	5,000	01-40-231	LIBRARY SERVICES	5,000		
197	1,161	1,000	01-40-232	LGIP / BANK FEES	1,200		
688	161	1,600	01-40-233	MILEAGE	1,600		
-	-	-	01-40-234	OFFICE EXPENSES			
81,435	63,510	95,000	01-40-235	CONSULTANTS - PLANNING	13,500	-	-
		85,000		LAND USE PLANNING	-		
				CODIFICATION OF NEW CODE	-		
				ECONOMIC OPPORTUNITIES ANALYSIS	10,000		
		10,000		UGB EXPANSION/SWAP	3,500		
23,433	22,942	20,000	01-40-210	CONSULTANTS - ENGINEERING	25,000		
2,032	795	3,000	01-40-237	PRINTING & ADVERTISING	3,000		
8,176	3,116	3,500	01-40-238	PROPERTY TAXES	3,200		
24,389	8,158	12,600	01-40-239	RENTAL PROPERTY	40,000		
-	-	2,520	01-40-240	CELL PHONE REIMBURSEMENT	2,520		
40	45	-	01-40-241	TRAVEL & MEALS			
16,721	65,775	-	01-40-810	COVID EXPENSES	-		
765,194	770,309	716,748		TOTAL MATERIALS & SERVICES	622,505	-	-

**CITY OF MILLERSBURG
GENERAL FUND - ADMINISTRATION PROGRAM
FY 2021-2022**

				CAPITAL OUTLAY			
104,747	5,922	-	01-40-710	CITY HALL IMPROVEMENTS - EMERGENCY GENERATOR	25,000	-	-
-	39,525	-	01-40-716	REPAIR CITY HALL PARKING LOT AND ADD SIDEWALK	-	-	-
-	-	-	01-40-711	EQUIPMENT - HVAC UNIT REPLACEMENT COUNCIL CHAMBERS	8,800	-	-
-	41,000	-	01-40-712	LAND	-	-	-
-	-	-	01-40-713	HOLIDAY LIGHT DISPLAY	5,000	-	-
4,549	-	-	01-40-714	FIBER TO CITY HALL	-	-	-
450	-	-	01-40-715	PLOTTER (FULL SIZE)	-	-	-
109,746	86,447	-		TOTAL CAPITAL OUTLAY	38,800	-	-
				TRANSFERS			
-	-	-	01-40-910	TRANSFER TO GENERAL FUND EMERGENCY SERVICES (FROM REVENUES)	-	-	-
-	-	-	-	TRANSFER TO GENERAL FUND EMERGENCY SERVICES FROM BEGINNING FUND BALANCE	-	-	-
-	-	-	-	TRANSFER TO GENERAL FUND PARKS AND REC	-	-	-
-	-	-	-	TRANSFER TO GENERAL FUND BUILDING FUND	-	-	-
-	-	-	01-40-914	TRANSFER TO STREET FUND	-	-	-
417,661	-	-	01-40-915	TRANSFER TO STORMWATER FUND	109,076	-	-
-	-	-	-	TRANSFER TO GENERAL FUND PARKS AND REC SDC	-	-	-
417,661	-	-		TOTAL TRANSFERS	109,076	-	-
				CONTINGENCY			
-	-	600,000	01-40-800	OPERATING CONTINGENCY	600,000	-	-
1,960,375	1,690,531	2,198,137		TOTAL ADMINISTRATION PROGRAM EXPENDITURES	2,392,486	-	-
1,960,375	1,690,531	2,198,137		TOTAL ADMINISTRATION REQUIREMENTS	2,392,486	-	-

FUND NARRATIVE

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

Responsible Manager/Title: Janelle Booth, Assistant City Manager/City Engineer

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 the Millersburg Celebration.
- 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	Support Parks Commission
		Ongoing	Pursue additional grants for development of new park
	Spring-23	Pending	Begin design of new park in NW area of city
	Summer-22	Pending	Roof replacement shelter and south restroom buildings
	Fall-22	Pending	Enclosed office/breakroom in shop with heating

**CITY OF MILLERSBURG
GENERAL FUND - PARKS AND RECREATION PROGRAM
FY 2021-2022**

Actual FY 2019-2020	Actual FY 2020-2021	Adopted FY 2021-2022	Account #	PARKS AND RECREATION PROGRAM EXPENDITURES	Proposed FY 2022-2023	Approved FY 2022-2023	Adopted FY 2022-2023
				MATERIALS & SERVICES			
8,245	4,216	15,000	01-45-210	PARKS & RECREATION - CITIZEN REIMBURSEMENT PROGRAM	15,000		
56,619	44,308	66,000	01-45-211	PARK SUPPLIES & MAINTENANCE	85,000	-	-
		5,000		LANDSCAPING MATERIALS	5,000		
		12,000		MINOR EQUIPMENT, SUPPLIES, AND RENTALS	15,000		
		3,500		FUEL	6,000		
		15,000		CONTRACTED SERVICES	20,000		
		1,000		SHOP UTILITIES	2,000		
		5,000		EQUIPMENT PARTS AND REPAIRS	6,000		
		7,500		MISCELLANEOUS	7,500		
		5,000		GARBAGE SERVICE	7,500		
		4,000		VALLEY MERCHANT POLICE	4,000		
		8,000		WATER AND SEWER BILL	12,000		
26,081	-	34,000	01-45-212	PARKS PROJECTS	42,000	-	-
		10,000		CITY PARK TREE REPLACEMENT/PLANTING AND LANDSCAPE ENHANCEMENT	12,000		
		1,500		PLAYGROUND RAMPS (ACORN AND MILLERSBURG PARK)	2,000		
				CITY PARK REPLACE BENCHES WITH ADA COMPLIANT MODELS	6,000		
				CITY PARK AND ACORN PARK PLAY SAFETY SURFACE REFILL	5,000		
				CITY PARK BASKETBALL COURT STRIPING	1,000		
		2,500		REPAIRS (PAVEMENT, ETC.)	2,500		
				TENNIS COURT LANDSCAPE RENOVATION	3,000		
		20,000		BATHROOM FLOOR AND WALL COATING			
				ADD SAFETY FENCE TO SOUTH BALL FIELD	7,000		
				ADDITIONAL LIGHTING	2,000		
				ACORN PARK - REPAIR CABLE POST AND MOVE DOG POT MOUNT	1,500		
-	-	-	01-45-213	SDC STUDY / PARK PLANNING	32,000	-	-
90,945	48,525	115,000		TOTAL MATERIALS & SERVICES	174,000	-	-
				CAPITAL OUTLAY			
-	-	-	01-45-720	PARK FACILITY BUILDINGS	133,000	-	-
				ROOF REPLACEMENT SHELTER AND SOUTH RESTROOM	120,000		
				ENCLOSED OFFICE/BREAKROOM IN SHOP WITH HEATING	13,000		
-	655	-	01-45-741	MAINTENANCE EQUIPMENT	-	-	-
-	-	-		TBD	-	-	-
936	-	-	01-45-742	SERVICE VEHICLE	-	-	-
-	-	-	01-45-731	PARKS EQUIPMENT/FURNISHINGS	-	-	-
-	-	-	01-45-732	PARK LIGHTING UPGRADES	-	-	-
936	655	-		TOTAL CAPITAL OUTLAY	133,000	-	-
91,881	49,179	115,000		TOTAL PARKS AND RECREATION PROGRAM EXPENDITURES	307,000	-	-

**CITY OF MILLERSBURG
GENERAL FUND - PARKS AND RECREATION PROGRAM
FY 2021-2022**

Actual FY 2019-2020	Actual FY 2019-2020	Adopted FY 2020-2021	Account #	PARKS AND RECREATION SDC PROGRAM EXPENDITURES	Proposed FY 2022-2023	Approved FY 2022-2023	Adopted FY 2022-2023
-	-	-	01-46-201	SDC-R	-	-	-
-	712,950	-	01-46-760	SDC-I	-	-	-
-	-	-			-	-	-
-	712,950	-		TOTAL CAPITAL OUTLAY	-	-	-
-	712,950	-		TOTAL PARKS AND RECREATION SDC PROGRAM EXPENDITURES	-	-	-

91,881	762,129	115,000		TOTAL PARKS AND RECREATION EXPENDITURES	307,000	-	-
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Actual FY 2019-2020	Actual FY 2019-2020	Adopted FY 2020-2021	Account #	PARKS AND RECREATION SUMMARY	Proposed FY 2022-2023	Approved FY 2022-2023	Adopted FY 2022-2023
				RESERVE ACCOUNTS			
-	-	33,641	01-46-760	CIP PROJECT LIST	139,670	-	-
-	-	33,641		TOTAL RESERVE ACCOUNTS	139,670	-	-
-	-	33,641		TOTAL OTHER PARKS AND RECREATION REQUIREMENTS	139,670	-	-

91,881	762,129	148,641		TOTAL PARKS AND RECREATION REQUIREMENTS	446,670	-	-
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FUND NARRATIVE

General Fund: Emergency Services (01-50)

Responsible Manager/Title: Kevin Kreitman, 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).
- Establish and review benchmarks for law enforcement, fire, and emergency response.

Strategies/Actions

Strategic Priority	Target Date	Status	Goals/Objectives
Safety	July-22	In-Progress	Construction of new fire station CIP#1004B

**CITY OF MILLERSBURG
GENERAL FUND - EMERGENCY SERVICES PROGRAM
FY 2021-2022**

Actual FY 2019-2020	Actual FY 2020-2021	Adopted FY 2021-2022	Account #	EMERGENCY SERVICES PROGRAM EXPENDITURES	Proposed FY 2022-2023	Approved FY 2022-2023	Adopted FY 2022-2023
				MATERIALS & SERVICES			
1,406,291	1,417,996	1,426,000	01-50-210	CONTRACTED FIRE SERVICES	1,478,800		
130,081	134,010	138,636	01-50-211	LINN COUNTY CONTRACTED SHERIFF	150,000		
6,373	6,110	8,000	01-50-212	UTILITIES - FIRE STATION	14,000		
600	-	-	01-50-213	INSTALLATION OF TEMPORARY FACILITIES	-		
7,722	-	80,000	01-50-214	EQUIPMENT/FURNISHINGS FOR NEW STATION	4,000		
4,838	190	2,000	01-50-215	MAINTENANCE AND SUPPLIES	9,000		
				GENERATOR MAINTENANCE/FUEL	3,000		
				FIRE ALARM/SPRINKLER MONITORING	2,000		
				HVAC MAINTENANCE	3,000		
				UPS MAINTENANCE	1,000		
35,000	35,000	35,000	01-50-216	EQUIPMENT REPLACEMENT TO ALBANY	35,000		
1,590,905	1,593,305	1,689,636		TOTAL MATERIALS & SERVICES	1,699,800	-	-
				CAPITAL OUTLAY			
-	-	-	01-50-720	TEMPORARY STATION	-	-	-
3,365	393,977	70,000	01-50-721	PERMANENT FIRE STATION DESIGN	-	-	-
-	55,730	5,468,000	01-50-725	FIRE FACILITY CONSTRUCTION	776,000		
3,365	449,707	5,538,000		TOTAL CAPITAL OUTLAY	776,000	-	-
-	-	30,000	01-50-800	CONTINGENCY	30,000		
1,594,270	2,043,013	7,257,636		TOTAL EMERGENCY SERVICES PROGRAM EXPENDITURES	2,505,800	-	-

1,594,270	2,043,013	7,257,636		TOTAL EMERGENCY SERVICES EXPENDITURES	2,505,800	-	-
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Actual FY 2019-2020	Actual FY 2020-2021	Adopted FY 2021-2022	Account #	EMERGENCY SERVICES PROGRAM SUMMARY	Proposed FY 2022-2023	Approved FY 2022-2023	Adopted FY 2022-2023
				RESERVE ACCOUNTS			
-	-	-	01-50-780	FIRE FACILITY CONSTRUCTION RESERVE	-	-	-
-	-	-		TOTAL EMERGENCY SERVICES PROGRAM RESERVE ACCOUNTS	-	-	-
-	-	-		TOTAL OTHER EMERGENCY SERVICES REQUIREMENTS	-	-	-

1,594,270	2,043,013	7,257,636		TOTAL EMERGENCY SERVICES REQUIREMENTS	2,505,800	-	-
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FUND NARRATIVE

General Fund: Building (01-52)

Responsible Manager/Title: Kevin Kreitman, 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, and electrical inspection services.
- Through this arrangement, the City of Millersburg processes building permits with Linn County issuing and inspecting per state building code requirements.
- As part of the agreement, the City collects all funds associated with permits issued through the City of Millersburg, with the City maintaining a portion of those receipts to cover personnel and material and supplies cost associated with the program.
- This fund identifies the pass-through costs to Linn County for the building permit process.
- 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	Fall-23	Pending	Purchase of software to provide Millersburg access to Linn County's computerized permitting program

**CITY OF MILLERSBURG
GENERAL FUND - BUILDING PROGRAM
FY 2021-2022**

Actual FY 2019-2020	Actual FY 2020-2021	Adopted FY 2021-2022	Account #	BUILDING PROGRAM EXPENDITURES	Proposed FY 2022-2023	Approved FY 2022-2023	Adopted FY 2022-2023
				MATERIALS & SERVICES			
386,508	193,775	99,000	01-52-210	PAYMENT TO GREATER ALBANY PUBLIC SCHOOL	59,400		
400,882	312,089	127,500	01-52-211	PAYMENT TO LINN COUNTY BUILDING DEPARTMENT	225,000		
-	-	4,000	01-52-212	BUILDING PERMITTING SOFTWARE	5,000		
787,390	505,864	230,500		TOTAL MATERIALS & SERVICES	289,400	-	-
787,390	505,864	230,500		TOTAL BUILDING PROGRAM EXPENDITURES	289,400	-	-
787,390	505,864	230,500		TOTAL BUILDING PROGRAM REQUIREMENTS	289,400	-	-

FUND NARRATIVE

General Fund: Equipment Replacement (01-54)

Responsible Manager/Title: Kevin Kreitman, 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.
- 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. Estimates of remaining useful life and replacement costs are updated each year.

Strategies/Actions

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

**CITY OF MILLERSBURG
GENERAL FUND - EQUIPMENT REPLACEMENT PROGRAM
FY 2021-2022**

Actual FY 2019-2020	Actual FY 2020-2021	Adopted FY 2021-2022	Account #	EQUIPMENT REPLACEMENT PROGRAM EXPENDITURES	Proposed FY 2022-2023	Approved FY 2022-2023	Adopted FY 2022-2023
				CAPITAL OUTLAY			
-	-	-	01-54-710	IMPROVEMENTS (CITY HALL)	-	-	-
-	-	-	01-54-711	IMPROVEMENTS (CITY PARK)	-	-	-
-	-	-	01-54-712	VEHICLE (PARKS AND REC MAINTENANCE)	-	-	-
-	-	-		TOTAL CAPITAL OUTLAY	-	-	-
-	-	-		EQUIPMENT REPLACEMENT FUND EXPENDITURES	-	-	-

-	-	-		TOTAL EQUIPMENT REPLACEMENT PROGRAM EXPENDITURES	-	-	-
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Actual FY 2019-2020	Actual FY 2020-2021	Adopted FY 2021-2022	Account #	EQUIPMENT REPLACEMENT PROGRAM SUMMARY	Proposed FY 2022-2023	Approved FY 2022-2023	Adopted FY 2022-2023
				RESERVE ACCOUNTS			
-	-	51,250	01-54-781	EQUIPMENT REPLACEMENT - (GENERAL FUND ADMIN)	56,500		
-	-	51,250	01-54-782	EQUIPMENT REPLACEMENT - (GENERAL FUND PARKS AND REC EQUIPMENT)	56,500		
-	-	102,500		TOTAL RESERVE ACCOUNTS	113,000	-	-
-	-	102,500		TOTAL OTHER EQUIPMENT REPLACEMENT PROGRAM REQUIREMENTS	113,000	-	-

-	-	102,500		TOTAL EQUIPMENT REPLACEMENT REQUIREMENTS	113,000	-	-
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FUND NARRATIVE

General Fund: Millersburg Celebration (01-56)

Responsible Manager/Title: Janelle Booth, Assistant City Manager/City Engineer

Functions and Responsibilities

- To provide an annual community event celebrating the Millersburg community and recognizing the importance of our local business and industries.
 - Provide support to the Celebration Committee.
 - Provide financial support for the Millersburg Celebration.
 - Due to the timing of this event in September, event expenditures extend over two fiscal years. For accounting purposes, expenses associated with the event in September are required to be reported and reconciled no later than November 30th of that fiscal year. The remaining fund balance (after accounting for first quarter expenses minus revenues associated with the event) will be available for the budget of the event in the following fiscal year.
- Beginning January 1st, funds remaining in the account are available to spend for the next year's event. These expenditures will be identified in the budget for the upcoming event (as example, expenditures from fiscal year budget 2021-2022 for the planned upcoming September event in fiscal year 2022-2023 will be identified as expenditures for the 2022 Celebration).

Strategies/Actions

Strategic Priority	Target Date	Status	Goals/Objectives
Recreation	Sep-annually	Ongoing	Provide resources and support for continuation of an annual celebration

**CITY OF MILLERSBURG
GENERAL FUND - MILLERSBURG CELEBRATION PROGRAM
FY 2021-2022**

Actual FY 2019-2020	Actual FY 2020-2021	Adopted FY 2021-2022	Account #	MILLERSBURG CELEBRATION PROGRAM EXPENDITURES	Proposed FY 2022-2023	Approved FY 2022-2023	Adopted FY 2022-2023
				MATERIALS & SERVICES			
44,257	15,342	30,000	01-56-210	CELEBRATION EXPENSES	45,500	-	-
				RUN EXPENSES 2022 EVENT	3,800		
				CAR SHOW EXPENSES	3,241		
				GENERAL EVENT	37,459		
				CELEBRATION OF LIGHTS	1,000		
44,257	15,342	30,000		TOTAL MATERIALS & SERVICES	45,500	-	-
44,257	15,342	30,000		TOTAL MILLERSBURG CELEBRATION EXPENDITURES	45,500	-	-

44,257	15,342	30,000		TOTAL MILLERSBURG CELEBRATION EXPENDITURES	45,500	-	-
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Actual FY 2019-2020	Actual FY 2020-2021	Adopted FY 2021-2022	Account #	MILLERSBURG CELEBRATION PROGRAM SUMMARY	Proposed FY 2022-2023	Approved FY 2022-2023	Adopted FY 2022-2023
				RESERVE ACCOUNTS			
-	-	-			-	-	-
-	-	-		TOTAL RESERVE ACCOUNTS	-	-	-
-	-	-		TOTAL OTHER MILLERSBURG CELEBRATION REQUIREMENTS	-	-	-

44,257	15,342	30,000		TOTAL MILLERSBURG CELEBRATION	45,500	-	-
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FUND NARRATIVE

Enterprise Fund: Streets (02-60)

Responsible Manager/Title: Janelle Booth, Assistant City Manager/City Engineer

Functions and Responsibilities

- Maintain our Transportation System Plan (TSP) to ensure City streets are 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.
- 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-22/23	In design	Woods Road Shared Use Path CIP#2039
	Summer-22	Pending	Beauty strips along Woods Road north and sidewalk extension to Riverstone Loop
	Spring-23	Pending	Old Salem Road guardrail (ODOT/AAMPO grant)
	Spring-23	Pending	Zuhlke Extension (by developer) CIP#2024
	Summer/Spring-23	Pending	West Industrial Property Access Road CIP#2010

**CITY OF MILLERSBURG
STREET FUND 02
FY 2021-2022**

Actual FY 2019-2020	Actual FY 2020-2021	Adopted FY 2021-2022	Account #	STREET PROGRAM RESOURCES	Proposed FY 2022-2023	Approved FY 2022-2023	Adopted FY 2022-2023
519,542	405,652	96,815	02-29-800	BEGINNING FUND BALANCE	182,267		
		15,900		BEGINNING FUND BALANCE BIKE/PED	18,061		
437,500	437,500	437,500		OTHER RESTRICTED FUNDS	437,500	-	-
	-	96,300	02-29-110	PERLENFEIN/ZUHLKE RESERVATION - RESTRICTED FUNDS	96,300		
	-	341,200	02-29-115	SUNIGA/MILLERSBURG DR RESERVATION - RESTRICTED FUNDS	341,200		
-	33,234	41,291	02-38-100	INTEREST RECEIVED	34,724	-	-
18,279	31,176	5,000	02-31-105	STREET PRIVATE CONSTRUCTION OF PUBLIC INFRASTRUCTURE (PCPI) FEES	5,000		
-		-		TRANSFER FROM GENERAL FUND	-	-	-
-		-		TRANSFER FROM STREET SYSTEM DEVELOPMENT CHARGES (SDC) FUND	-	-	-
174,044	197,260	216,144	02-30-500	HIGHWAY USE TAX	236,358	-	-
		213,983		HWY USE TAX ROADS	233,994		
		2,161		HWY USE TAX BIKE/PED	2,364		
		-		HB2017 STF	-	-	-
19,839	-	-	02-31-550	STREET CONNECTION CHARGES	-	-	-
-	-	-	02-38-900	MISC. STREET REVENUE	-	-	-
-	91,000	-	02-32-100	GRANTS	191,000	-	-
1,169,204	1,195,822	812,650		TOTAL STREET PROGRAM RESOURCES	1,104,910	-	-

			Account #	STREET SDC PROGRAM RESOURCES			
1,780,714	2,157,229	2,374,669	02-29-100	BEGINNING SYSTEM DEVELOPMENT CHARGES (SDC) BALANCE	1,891,486	-	-
		81,267		BEGINNING SDC-R BALANCE	127,663		
		2,293,402		BEGINNING SDC-I BALANCE	1,763,823		
376,515	303,314	114,460	02-31-500	STREET SYSTEM DEVELOPMENT CHARGES (SDC) FEES	126,943	-	-
		43,620		STREET SDC-R FEES	42,503		
		70,840		STREET SDC-I FEES	84,440		
2,157,229	2,460,543	2,489,129		STREET SDC PROGRAM RESOURCES	2,018,429	-	-

2,594,729	2,898,043	2,926,629		RESTRICTED FUNDS	2,455,929	-	-
731,704	758,322	375,150		AVAILABLE RESOURCES	667,410	-	-
3,326,433	3,656,365	3,301,779		TOTAL STREET FUND RESOURCES	3,123,339	-	-

**CITY OF MILLERSBURG
STREET FUND 02
FY 2021-2022**

Actual FY 2019-2020	Actual FY 2020-2021	Adopted FY 2020-2021	Account #	STREET PROGRAM EXPENDITURES	Proposed FY 2022-2023	Approved FY 2022-2023	Adopted FY 2022-2023
				MATERIALS & SERVICES			
66,688	62,613	30,000	02-60-210	CONSULTANTS ENGINEERING	30,000		
31,177	18,761	15,000	02-60-211	PRIVATE CONSTRUCTION OF PUBLIC INFRASTRUCTURE (PCPI) INSPECTION SERVICES	10,000		
1,361	7,955	2,000	02-60-212	MISCELLANEOUS	8,000		
5,591	1,324	-	02-60-213	SDC STUDY	-		
23,709	22,171	25,000	02-60-214	STREET SWEEPING	27,000		
50,945	135,135	95,000	02-60-215	STREET & ROAD REPAIR	75,000	-	-
		10,000		CRACK SEALING	15,000		
		55,000		SURFACE TREATMENT	-		
		10,000		THERMOPLASTIC STOP BARS AND LEGENDS/STRIPING	20,000		
				REPAIR ALEXANDER EAST OF UMPQUA	10,000		
		20,000		MISCELLANEOUS REPAIRS	20,000		
				STREET CONDITION ASSESSMENT	10,000		
38,514	36,276	44,000	02-60-216	STREET LIGHTS POWER	44,000		
-	-	-	02-60-217	INSTALL BOLLARDS MORNINGSTAR AND PARKER	-		
3,392	817	5,000	02-60-218	SIGNS	5,000		
221,377	285,053	216,000		TOTAL MATERIALS & SERVICES	199,000	-	-
				CAPITAL OUTLAY			
-	207,370	21,000	02-60-710	STREET CONSTRUCTION	248,300	-	-
		21,000		BEAUTY STRIPS ALONG WOODS ROAD NORTH AND SIDEWALK EXTENSION TO RIVERSONE LOOP	52,000		
		-		OLD SALEM ROAD GUARDRAIL	100,000		-
				ZUHLKE EXTENSION (BY DEVELOPER)	96,300		
6,509	-	-	02-60-711	STREET LIGHTING CAPITAL IMPROVEMENTS	15,000		-
312	-	-	02-60-712	SERVICE VEHICLE	-		
19,025	932	-	02-60-713	PROPERTY DEVELOPMENT FOR FUTURE ROADS	-	-	-
				WETLANDS DELINEATION FOR CITY-OWNED INDUSTRIAL PROPERTY	-		
-	-	-	02-60-714	BIKE/PED PROJECTS	-		-
-	-	-	02-60-715	WOODS ROAD SHARED USE PATH	100,000		-
25,846	208,302	21,000		TOTAL CAPITAL OUTLAY	363,300	-	-
				TRANSFERS			
78,829	95,637	99,987	02-60-910	TRANSFER TO GENERAL FUND - ADMIN PERSONNEL SERVICES	112,657	-	-
				5% CITY MANAGER	5,409	-	-
		27,842		20% ASSISTANT CITY MANAGER/CITY ENGINEER	29,740	-	-
		3,781		5% CITY RECORDER	3,970	-	-
				5% COMMUNITY DEVELOPMENT DIRECTOR	5,996	-	-
		3,263		0% BILLING/COLLECTION SPECIALIST	-	-	-
				10% OFFICE ASSISTANT	3,067	-	-
		13,645		20% MAINTENANCE SUPERVISOR	14,953	-	-
		9,729		20% MAINTENANCE ASSISTANT	10,448	-	-
		4,000		20% CECOP INTERN	-	-	-
		37,728		11% BENEFITS	39,074	-	-
78,829	95,637	99,987		TOTAL TRANSFERS	112,657	-	-
				CONTINGENCY			
-		50,000	02-60-800	OPERATING CONTINGENCY	50,000		
326,052	588,991	386,987		TOTAL STREET PROGRAM EXPENDITURES	724,957	-	-

**CITY OF MILLERSBURG
STREET FUND 02
FY 2021-2022**

			Account #	STREET SDC PROGRAM EXPENDITURES			
-	-	18,000	02-65-201	SDC-R	-	-	-
		18,000		WOODS ROAD SHARED USE PATH			
-	-	930,000	02-65-202	SDC-I	32,000	-	-
		222,000	02-65-710	WEST INDUSTRIAL PROPERTY ACCESS ROAD	-		
		686,000		TRANSITION PARKWAY	32,000		
		22,000		WOODS ROAD SHARED USE PATH	-		
-	-	948,000		TOTAL SDC CAPITAL OUTLAY	32,000	-	-
				TRANSFERS			
-	-	-			-	-	-
-	-	-		TOTAL TRANSFERS	-	-	-
-	-	948,000		TOTAL STREET SDC PROGRAM EXPENDITURES	32,000	-	-
326,052	588,991	1,334,987		TOTAL STREET FUND EXPENDITURES	756,957	-	-
Actual FY 2019-2020	Actual FY 2020-2021	Adopted FY 2020-2021	Account #	STREET FUND SUMMARY	Proposed FY 2022-2023	Approved FY 2022-2023	Adopted FY 2022-2023
				RESERVE ACCOUNTS			
-	-	1,966,791	02-60-760	STREETS CIP PROJECTS	2,366,382		
-	-	1,966,791		TOTAL RESERVE ACCOUNTS	2,366,382	-	-
3,000,381	3,067,374	0		UNAPPROPRIATED ENDING FUND BALANCE	0	-	-
3,000,381	3,067,374	1,966,791		TOTAL OTHER STREET FUND REQUIREMENTS	2,366,382	-	-
3,326,433	3,656,365	3,301,779		TOTAL STREET FUND REQUIREMENTS	3,123,339	-	-

FUND NARRATIVE

Enterprise Fund: Storm Water (03-70)

Responsible Manager/Title: Janelle Booth, Assistant City Manager/City Engineer

Functions and Responsibilities

- To provide a safe and adequate storm water conveyance system for residents, businesses, and industries within the city.
- To evaluate the capacity of the existing conveyance system and plan for necessary capacity improvement projects.
- To inspect and maintain the conveyance system elements in a systematic way on a regular basis.
- To respond to storm water 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.

Strategies/Actions

Strategic Priority	Target Date	Status	Goals/Objectives
Public Infrastructure		Ongoing	Inspection and cleaning of catch basins and manholes
		Ongoing	Clean and TV pipe system
	Annually in Sept/Oct	Ongoing	Brush clearing Crooks Creek
	Winter/Spring-22/23	In Progress	Stormwater Management Plan
	Feb-24	In Progress	Stormwater program development – compliance with MS4 Permit

**CITY OF MILLERSBURG
STORMWATER FUND 03
FY 2021-2022**

Actual FY 2019-2020	Actual FY 2020-2021	Adopted FY 2021-2022	Account #	STORMWATER PROGRAM RESOURCES	Proposed FY 2022-2023	Approved FY 2022-2023	Adopted FY 2022-2023
44,361	346,612	185,677	03-29-800	BEGINNING FUND BALANCE	154,316		
-	1,908	1,541	03-38-100	INTEREST RECEIVED	1,281	-	-
3,538	18,563	-	03-31-105	STORMWATER PRIVATE CONSTRUCTION OF PUBLIC INFRASTRUCTURE (PCPI) FEES	5,000		-
7,500	-	-	03-38-900	MISC REVENUE	-		-
417,661	-	-	03-39-100	TRANSFER FROM GENERAL FUND	109,076		-
10,932	-	-	03-31-550	STORMWATER CONNECTION CHARGES	-		-
483,991	367,083	187,218		TOTAL STORMWATER PROGRAM RESOURCES	269,673	-	-

			Account #	STORMWATER SDC PROGRAM RESOURCES			
-	-	7,920		BEGINNING SYSTEM DEVELOPMENT CHARGES (SDC) BALANCE	27,720	-	-
		456		BEGINNING SDC-R BALANCE	1,596		
		7,464		BEGINNING SDC-I BALANCE	26,124		
-	14,520	13,200	03-31-500	STORMWATER SYSTEM DEVELOPMENT CHARGES (SDC) FEES	13,200	-	-
		760		STORMWATER SDC-R FEES	760		
		12,440		STORMWATER SDC-I FEES	12,440		
-	14,520	21,120		STORMWATER SDC PROGRAM RESOURCES	40,920	-	-

483,991	381,603	208,338		TOTAL STORMWATER FUND RESOURCES	310,593	-	-
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**CITY OF MILLERSBURG
STORMWATER FUND 03
FY 2021-2022**

Actual FY 2019-2020	Actual FY 2020-2021	Adopted FY 2021-2022	Account #	STORMWATER FUND EXPENDITURES	Proposed FY 2022-2023	Approved FY 2022-2023	Adopted FY 2022-2023
				MATERIALS & SERVICES			
3,726	2,916	10,000	03-70-210	CONSULTANTS ENGINEERING	5,000		
25,981	18,452	15,000	03-70-211	PRIVATE CONSTRUCTION OF PUBLIC INFRASTRUCTURE (PCPI) INSPECTION SERVICES	10,000		
26,266	28,552	-	03-70-212	MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4) SUPPORT AND LEGAL FEES	-		
5,591	1,324	-	03-70-213	PLANS AND STUDIES	30,000		
-	-	-	03-70-214	STORMWATER MASTER PLAN			
21,156	30,062	50,000	03-70-215	STORM DRAINS & DITCHES	93,000	-	-
		-		STORMFILTER CARTRIDGE REPLACEMENT	-		
		10,000		INSPECT AND CLEAN CATCH BASINS AND MANHOLES	20,000		
		20,000		CLEAN AND TV PIPES	40,000		
		15,000		BRUSH CLEARING CROOKS CREEK BASIN	16,000		
				BACKFLOW VALVE ON 24" PIPE NORTH OF MILLERSBURG DRIVE	5,000		
				STORMWATER CULVERT IN EASEMENT TO NORTH OAK	5,000		
		5,000		MISCELLANEOUS	5,000		
				CMMS CHARGES	2,000		
-	-	1,000	03-70-216	EDUCATION AND OUTREACH	-		
	-	5,000	03-70-217	STORMWATER PROGRAM DEVELOPMENT	20,000		
82,719	81,305	81,000		TOTAL MATERIALS & SERVICES	158,000	-	-
				CAPITAL OUTLAY			
-	-	-	03-70-710	FENCING DETENTION BASINS	-	-	-
-	-	40,000	03-70-711	STORMWATER CONSTRUCTION	-	-	-
		20,000		NORTH TRIBUTARY OF CROOKS CREEK IMPROVEMENTS	-		
		20,000		BECKER RIDGE DETENTION PONDS MODIFICATIONS	-		
-	-	40,000		TOTAL CAPITAL OUTLAY	-	-	-

**CITY OF MILLERSBURG
STORMWATER FUND 03
FY 2021-2022**

				TRANSFERS			
54,661	67,085	55,960	03-70-910	TRANSFER TO GENERAL FUND ADMINISTRATION PERSONNEL SERVICES	91,673	-	-
				5% CITY MANAGER	5,409	-	-
		13,921		20% ASSISTANT CITY MANAGER/CITY ENGINEER	29,740	-	-
		3,781		5% CITY RECORDER	3,970	-	-
		3,263		0% BILLING/COLLECTION SPECIALIST	-	-	-
				5% OFFICE ASSISTANT	1,534	-	-
		3,411		15% MAINTENANCE SUPERVISOR	11,215	-	-
		2,432		15% MAINTENANCE ASSISTANT	7,836	-	-
		4,000		20% CECOP INTERN	-	-	-
		25,152		9% BENEFITS	31,970	-	-
54,661	67,085	55,960		TOTAL TRANSFERS	91,673	-	-
				CONTINGENCY			
-	-	20,000	03-70-800	OPERATING CONTINGENCY	20,000		

137,380	148,390	196,960		TOTAL STORMWATER FUND EXPENDITURES	269,673	-	-
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Actual FY 2019-2020	Actual FY 2020-2021	Adopted FY 2021-2022	Account #	STORMWATER FUND SUMMARY	Proposed FY 2022-2023	Approved FY 2022-2023	Adopted FY 2022-2023
				RESERVE ACCOUNTS			
-	-	11,378	03-70-760	CIP PROJECT LIST	40,920	-	-
-	-	11,378		TOTAL RESERVE ACCOUNTS	40,920	-	-
346,612	233,214	-		UNAPPROPRIATED ENDING FUND BALANCE	0	-	-
346,612	233,214	11,378		TOTAL OTHER STORMWATER FUND REQUIREMENTS	40,920	-	-

483,991	381,603	208,338		TOTAL STORMWATER FUND REQUIREMENTS	310,593	-	-
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FUND NARRATIVE

Enterprise Fund: Sewer (04-80)

Responsible Manager/Title: Janelle Booth, Assistant City Manager/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 and treatment systems 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

Summer-22

In Progress

WRF Solids Handling Project **CIP#4009**

Summer-22

In Progress

Dewatering Equipment Replacement Project **CIP#4023**

Summer/Fall-22

Pending

Repair MHs at Burkhart and ATI FM Discharges **CIP#4042**

Ongoing

MH Inspections

Ongoing

TV/Clean Pipes

2022

In Progress

NPDES Discharge Permit Renewal – City of Albany

**CITY OF MILLERSBURG
SEWER ENTERPRISE UTILITY FUND 04
FY 2021-2022**

Actual FY 2019-2020	Actual FY 2020-2021	Adopted FY 2021-2022	Account #	SEWER UTILITY ENTERPRISE PROGRAM FUND RESOURCES	Proposed FY 2022-2023	Approved FY 2022-2023	Adopted FY 2022-2023
1,687,397	2,110,799	2,218,811	04-29-800	BEGINNING FUND BALANCE	3,007,417		
				SETTLEMENT PAYMENT - RESERVED FOR WRF CAPITAL PROJECTS	1,025,000		
-	16,126	25,249	04-38-100	INTEREST RECEIVED	34,212	-	-
7,849	15,776	5,000	04-31-105	SEWER PRIVATE CONSTRUCTION OF PUBLIC INFRASTRUCTURE (PCPI) FEES	5,000		
1,057,320	1,067,924	900,000	04-31-100	SEWER USER FEES	900,000		
-	-	-	04-31-110	SEWER SERVICE INSTALLATION	-	-	-
8,502	-	-	04-31-550	SEWER CONNECTION CHARGES	-	-	-
37,188	37,013	37,000	04-38-500	DEQ WETLAND LOAN PAYMENTS FROM ALBANY	36,663		
30,201	-	-	04-38-900	MISC REVENUE	-	-	-
2,828,459	3,247,638	3,186,060		TOTAL SEWER PROGRAM RESOURCES	3,983,292	-	-
				SEWER SDC PROGRAM RESOURCES			
620,356	556,596	316,217	04-29-100	BEGINNING SYSTEM DEVELOPMENT CHARGES (SDC) BALANCE	427,552	-	-
		-		BEGINNING SDC-R BALANCE	82,978	-	-
		316,217		BEGINNING SDC-I BALANCE	344,574	-	-
241,617	209,691	89,980	04-31-500	SEWER SYSTEM DEVELOPMENT CHARGES (SDC) FEES	89,980	-	-
		51,240		SEWER SDC-R FEES (57% OF TOTAL SDC)	51,240		
		38,740		SEWER SDC-I FEES (43% OF TOTAL SDC)	38,740		
861,973	766,287	406,197		TOTAL SEWER SDC PROGRAM RESOURCES	517,532	-	-
	766,287	406,197		RESTRICTED FUNDS (SDC'S)	517,532	-	-
	3,247,638	3,186,060		AVAILABLE RESOURCES	3,983,292	-	-
3,690,432	4,013,925	3,592,257		TOTAL SEWER UTILITY ENTERPRISE FUND RESOURCES	4,500,825	-	-

**CITY OF MILLERSBURG
SEWER ENTERPRISE UTILITY FUND 04
FY 2021-2022**

Actual FY 2019-2020	Actual FY 2020-2021	Adopted FY 2021-2022	Account #	SEWER UTILITY ENTERPRISE PROGRAM EXPENDITURES	Proposed FY 2022-2023	Approved FY 2022-2023	Adopted FY 2022-2023
				MATERIALS & SERVICES			
7,403	31,912	20,000	04-80-210	CONSULTANTS - ENGINEERING	20,000		
20,784	11,380	15,000	04-80-211	PRIVATE CONSTRUCTION OF PUBLIC INFRASTRUCTURE (PCPI) INSPECTION SERVICES	15,000		
178,836	176,927	200,000	04-80-212	O&M SEWER PLANT	200,000		
84,776	152,938	200,000	04-80-213	O&M COLLECTION SYSTEM	256,000	-	-
		10,000		MH REPAIRS	10,000		
		70,000		TV/CLEAN PIPES -WAH CHANG (ATI) BASIN	121,000		
		20,000		UTILITIES	-		
		20,000		FLOW MONITORING	20,000		
		5,000		REPAIRS	5,000		
		40,000		INDUSTRIAL PRETREATMENT LAB CHARGES	40,000		
		5,000		MORNINGSTAR GENERATOR REPAIR	-		
		30,000		MAINTENANCE - CITY OF ALBANY	60,000		
25,431	1,324	-	04-80-214	RATE AND SYSTEM DEVELOPMENT CHARGES (SDC) STUDY	-		
60,924	111,230	90,000	04-80-215	ALBANY-MILLERSBURG WATER RECLAMATION FACILITY LEGAL FEES	-		
17,172	15,232	10,000	04-80-217	SEWER MISCELLANEOUS EXPENSES AND LIFT STATION UTILITIES	30,000		
-	-	20,000	04-80-218	STUDIES - PERMIT RENEWAL	30,000		
395,326	500,942	555,000		TOTAL MATERIALS & SERVICES	551,000	-	-
				CAPITAL OUTLAY			
-	-		04-80-710	MORNINGSTAR AND ATI PUMP STATION UPGRADES	-	-	-
17,662	23,640	768,000	04-80-712	WETLANDS/WASTEWATER TREATMENT PLANT CAPITAL PROJECTS	663,500	-	-
		319,000		WRF SOLIDS HANDLING IMPROVEMENTS (COMPOSTING)	284,000		
		439,000		DEWATERING EQUIPMENT REPLACEMENT	375,000		
		10,000		INFLUENT VFDS	-		
				CLARIFIER DRIVE REPLACEMENT	4,500		
	-	-	04-80-714	SEWER LINE CONSTRUCTION	-	-	-
-	-	100,000	04-80-715	SEWER LIFT STATION UPGRADES	40,000	-	-
		-		BURKHART SEWER LIFT STATION PUMP REPLACEMENT	-	-	-
		60,000		MORNINGSTAR LIFT STATION EMERGENCY REPAIR	-	-	-
		20,000		CROOKS CREEK LIFT STATION CONTROLS UPGRADES	-	-	-
		20,000		REPAIR AT BURKHART AND ATI LIFT STATION FORCE MAIN DISCHARGES	40,000		
936		-	04-80-713	SERVICE VEHICLE	-	-	-
18,598	23,640	868,000		TOTAL CAPITAL OUTLAY	703,500	-	-
				DEBT SERVICE			
	-	316,207	04-80-609	DEBT SERVICE TO ALBANY	321,764		
50,000	-	50,000	04-80-610	WETLAND LOAN PAYMENT TO DEQ	50,000		
77,149	70,254	63,238	04-80-611	INTEREST PAYMENT TO ALBANY	56,100		
3,125	2,875	2,625	04-80-613	INTEREST PAYMENT TO DEQ	2,375		
130,274	73,129	432,070		TOTAL DEBT SERVICE	430,239	-	-

**CITY OF MILLERSBURG
SEWER ENTERPRISE UTILITY FUND 04
FY 2021-2022**

				TRANSFERS			
76,179	92,718	96,543	04-80-910	TRANSFER TO GENERAL FUND - ADMIN PERSONNEL SERVICES	117,379	-	-
				5% CITY MANAGER	5,409	-	-
		27,842		20% ASSISTANT CITY MANAGER/CITY ENGINEER	29,740	-	-
		11,342		15% CITY RECORDER	11,909	-	-
		9,788		40% BILLING/COLLECTION SPECIALIST	14,724	-	-
				10% OFFICE ASSISTANT	3,067	-	-
		3,411		5% MAINTENANCE SUPERVISOR	3,738	-	-
		2,432		5% MAINTENANCE ASSISTANT	2,612	-	-
		4,000		20% CECOP INTERN	-	-	-
		37,728		13% BENEFITS	46,179	-	-
97,323	92,396	95,246	04-80-920	TRANSFER TO GENERAL FUND ADMINISTRATION - MATERIALS AND SERVICES	83,707	-	-
		84,026		GENERAL	75,457	-	-
		11,220		BILLING/UTILITY SYSTEM ANNUAL COST	8,250	-	-
173,502	185,114	191,789		TOTAL TRANSFERS	201,086	-	-
				CONTINGENCY			
-	-	100,000	04-80-800	OPERATING CONTINGENCY			
717,700	782,826	2,146,859		TOTAL SEWER PROGRAM EXPENDITURES	1,885,825	-	-

SEWER SDC PROGRAM EXPENDITURES							
305,377	316,525	-	04-85-610	SDC-R	-	-	-
		-			-	-	-
		-	04-85-612	WETLAND LOAN PAYMENT TO DEQ	-	-	-
	44,220	88,000	04-85-202	SDC-I	4,000	-	-
		-			-	-	-
		88,000		TRANSITION PARKWAY SEWER MAIN	4,000	-	-
305,377	360,745	88,000		TOTAL SDC EXPENDITURES	4,000	-	-
305,377	360,745	88,000		TOTAL SEWER SDC PROGRAM EXPENDITURES	4,000	-	-

1,023,077	1,143,571	2,234,859		TOTAL SEWER UTILITY ENTERPRISE FUND EXPENDITURES	1,889,825	-	-
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Actual FY 2019-2020	Actual FY 2020-2021	Adopted FY 2021-2022	Account #	SEWER ENTERPRISE UTILITY FUND SUMMARY	Proposed FY 2022-2023	Approved FY 2022-2023	Adopted FY 2022-2023
				RESERVE ACCOUNTS			
		1,357,398	04-80-760	CIP PROJECT LIST	2,611,000		
-	-	1,357,398		TOTAL RESERVE ACCOUNTS	2,611,000	-	-
2,667,355	2,870,355	(0)		UNAPPROPRIATED ENDING FUND BALANCE	(0)	-	-
2,667,355	2,870,355	1,357,398		TOTAL OTHER SEWER FUND REQUIREMENTS	2,611,000	-	-
3,690,432	4,013,925	3,592,257		TOTAL SEWER FUND REQUIREMENTS	4,500,825	-	-

FUND NARRATIVE

Enterprise Fund: Water (05-90)

Responsible Manager/Title: Janelle Booth, Assistant City Manager/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.
- Provide hydrant meters for approved hydrant water uses (construction, street sweeping, etc.).
- To meet the requirements of the Water Management and Conservation Plan, including an annual water audit, leak detection program, and meter testing program.

Strategies/Actions

Strategic Priority	Target Date	Status	Goals/Objectives
Public Infrastructure	Summer-22	In Progress	Transfer Services from AC Pipe in Old Salem Road north of Truax Creek CIP#5004
	Fall/Winter-22	Pending	A-M WTP Seismic Valve Replacement CIP#5019
	Fall/Winter-22	Pending	A-M WTP Raw Water VFD Replacement CIP#5020
	Fall/Winter-22	Pending	A-M WTP Intake Generator CIP#5003 (Albany ARPA funds)
	Fall/Winter-22	Pending	A-M WTP Membrane Replacement CIP#5021 (Albany ARPA funds)

**CITY OF MILLERSBURG
WATER ENTERPRISE UTILITY FUND 05
FY 2021-2022**

Actual FY 2019-2020	Actual FY 2020-2021	Adopted FY 2021-2022	Account #	WATER UTILITY ENTERPRISE FUND RESOURCES	Proposed FY 2022-2023	Approved FY 2022-2023	Adopted FY 2022-2023
998,458	1,443,198	1,697,189	05-29-800	BEGINNING FUND BALANCE	1,809,306		
-	25,115	39,464	05-38-100	INTEREST RECEIVED	38,969	-	-
7,562	13,877	5,000	05-31-105	WATER PRIVATE CONSTRUCTION OF PUBLIC INFRASTRUCTURE (PCPI) FEES	5,000		
46,328	32,819	20,000	05-31-110	WATER SERVICE INSTALLATION	20,000		
983,131	908,090	1,000,000	05-31-100	WATER USER FEES	1,000,000		
5,938	-	-	05-31-550	WATER CONNECTION CHARGES	-	-	-
-	-	-		LOAN PROCEEDS	-	-	-
2,041,417	2,423,100	2,761,653		TOTAL WATER PROGRAM RESOURCES	2,873,275	-	-

Actual FY 2019-2020	Actual FY 2020-2021	Adopted FY 2021-2022	Account #	WATER SDC PROGRAM RESOURCES	Proposed FY 2022-2023	Approved FY 2022-2023	Adopted FY 2022-2023
1,097,753	930,715	680,138	05-29-100	BEGINNING SYSTEM DEVELOPMENT CHARGES (SDC) BALANCE	538,235	-	-
812,581		330,117		BEGINNING SDC-R BALANCE	372,393		
285,172		350,022		BEGINNING SDC-I BALANCE	165,842		
192,962	177,406	59,700	05-31-500	WATER SYSTEM DEVELOPMENT CHARGES (SDC) FEES	59,700	-	-
156,299		38,880		WATER SDC-R FEES	38,880		
36,663		20,820		WATER SDC-I FEES	20,820		
1,290,715	1,108,121	739,838		TOTAL WATER SDC PROGRAM RESOURCES	597,935	-	-

1,290,715	1,108,121	739,838		RESTRICTED FUNDS (SDC'S)	597,935	-	-
2,041,417	2,423,100	2,761,653		AVAILABLE RESOURCES	2,873,275	-	-
3,332,132	3,531,221	3,501,491		TOTAL WATER UTILITY ENTERPRISE FUND RESOURCES	3,471,210	-	-

**CITY OF MILLERSBURG
WATER ENTERPRISE UTILITY FUND 05
FY 2021-2022**

Actual FY 2019-2020	Actual FY 2020-2021	Adopted FY 2021-2022	Account #	WATER UTILITY ENTERPRISE FUND EXPENDITURES	Proposed FY 2022-2023	Approved FY 2022-2023	Adopted FY 2022-2023
				MATERIALS & SERVICES			
6,725	2,623	20,000	05-90-210	CONSULTANT - ENGINEERING	20,000		
15,588	11,071	15,000	05-90-211	PRIVATE CONSTRUCTION OF PUBLIC INFRASTRUCTURE (PCPI) INSPECTION SERVICES	15,000		
107,535	93,191	125,000	05-90-212	OPERATION & MAINTENANCE (O&M) TRANSMISSION LINES	215,000	-	-
		10,000		CUSTOMER SERVICE	20,000		
		25,000		UTILITY LOCATES	15,000		
		40,000		NEW SERVICES	40,000		
		15,000		REPAIRS	15,000		
		6,000		WATER QUALITY SAMPLING	6,000		
		2,000		HYDRANTS	2,000		
		8,000		METER READING	10,000		
		4,000		SYSTEM FLUSHING	12,000		
		15,000		HYDRANT CLEANING/PAINTING	-		
				VALVES	60,000		
				LEAK DETECTION	15,000		
				METER REPLACEMENT	20,000		
199,950	223,941	300,000	05-90-213	OPERATION & MAINTENANCE (O&M) WATER TREATMENT PLANT	300,000		
7,234	8,793	10,000	05-90-214	OMI SERVICES FOR DIRECT RESPONSIBLE CHARGE (DRC) WATER SYSTEM OPERATOR	10,000		
	-	45,000	05-90-218	WATER MANAGEMENT AND CONSERVATION PLAN	5,000		
		-	05-90-215	LEAK DETECTION	-	-	-
12,440		-	05-90-216	RATE AND SYSTEM DEVELOPMENT CHARGES (SDC) STUDY	-	-	-
		-	05-90-217	MERCHANT FEES	-	-	-
		-		POSTAGE	-	-	-
349,473	339,619	515,000		TOTAL MATERIALS & SERVICES	565,000	-	-
				CAPITAL OUTLAY			
		-	05-90-710	WATER LINE CONSTRUCTION		-	-
		-			-	-	-
		-			-	-	-
5,446	62,578	33,400	05-90-711	WATER RECLAMATION PLANT CAPITAL PROJECTS	-	-	-
		33,400					
936		-	05-90-712	SERVICE VEHICLE	-	-	-
6,382	62,578	33,400		TOTAL CAPITAL OUTLAY	-	-	-
				DEBT SERVICE			
		382,000	05-90-610	LOAN PAYMENT	390,000		
61,654	51,104	40,571	05-90-611	INTEREST PAYMENT	29,377		
61,654	51,104	422,571		TOTAL DEBT SERVICE	419,377	-	-

**CITY OF MILLERSBURG
WATER ENTERPRISE UTILITY FUND 05
FY 2021-2022**

				TRANSFERS			
83,387	96,030	99,954	05-90-910	TRANSFER TO GENERAL FUND ADMINISTRATION - PERSONNEL SERVICES	133,277	-	-
				5% CITY MANAGER	5,409	-	-
		27,842		20% ASSISTANT CITY MANAGER/CITY ENGINEER	29,740	-	-
		11,342		15% CITY RECORDER	11,909	-	-
				5% COMMUNITY DEVELOPMENT DIRECTOR	5,996	-	-
		9,788		40% BILLING/COLLECTION SPECIALIST	14,724	-	-
				10% OFFICE ASSISTANT	3,067	-	-
		6,823		10% MAINTENANCE SUPERVISOR	7,477	-	-
		2,432		10% MAINTENANCE ASSISTANT	5,224	-	-
		4,000		20% CECOP INTERN	-	-	-
		37,728		14% BENEFITS	49,731	-	-
97,323	92,396	95,246	05-90-920	TRANSFER TO GENERAL FUND ADMINISTRATION - MATERIALS AND SUPPLIES	83,707	-	-
		84,026		GENERAL	75,457	-	-
		11,220		BILLING/UTILITY SYSTEM ANNUAL COST	8,250	-	-
180,710	188,426	195,200		TOTAL TRANSFERS	216,984	-	-
				CONTINGENCY			
		100,000	05-90-800	OPERATING CONTINGENCY	100,000		
598,219	641,727	1,266,171		TOTAL WATER PROGRAM EXPENDITURES	1,301,361	-	-

**CITY OF MILLERSBURG
WATER ENTERPRISE UTILITY FUND 05
FY 2021-2022**

Actual FY 2019-2020	Actual FY 2020-2021	Adopted FY 2021-2022	Account #	WATER SDC PROGRAM EXPENDITURES	Proposed FY 2022-2023	Approved FY 2022-2023	Adopted FY 2022-2023
360,000	369,000	133,000	05-95-610	SDC-R	400,000	-	-
360,000		-		SEISMIC AND RW PS VALVES REPLACEMENT	67,000	-	-
		50,000		VFD REPLACEMENT	33,000		
		83,000		TRANSFER SERVICES FROM AC PIPE NORTH OF TRUAX CREEK	300,000		
-	-	247,000	05-95-611	SDC-I	11,000	-	-
-	-	247,000		TRANSITION PARKWAY WATER MAIN	11,000		
360,000	369,000	380,000		TOTAL SDC EXPENDITURES	411,000	-	-
360,000	369,000	380,000		TOTAL WATER SDC PROGRAM EXPENDITURES	411,000	-	-

958,219	1,010,727	1,646,171		TOTAL WATER UTILITY ENTERPRISE FUND EXPENDITURES	1,712,361	-	-
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Actual FY 2019-2020	Actual FY 2020-2021	Adopted FY 2021-2022	Account #	WATER ENTERPRISE UTILITY FUND SUMMARY	Proposed FY 2022-2023	Approved FY 2022-2023	Adopted FY 2022-2023
				RESERVE ACCOUNTS			
-	-	1,855,320	05-90-760	CIP PROJECT LIST	1,758,849		
-	-	1,855,320		TOTAL RESERVE ACCOUNTS	1,758,849	-	-
2,373,914	2,520,493	(0)		UNAPPROPRIATED ENDING FUND BALANCE	0	-	-
2,373,914	2,520,493	1,855,320		TOTAL OTHER WATER FUND REQUIREMENTS	1,758,849	-	-

3,332,132	3,531,221	3,501,491		TOTAL WATER FUND REQUIREMENTS	3,471,210	-	-
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