

CITY OF MILLERSBURG

**2023-2024 BUDGET
APPROVED - CORRECTED**



CITY OF
Millersburg

A COMMUNITY LINKING
AGRICULTURE AND INDUSTRY

Linn County, Oregon

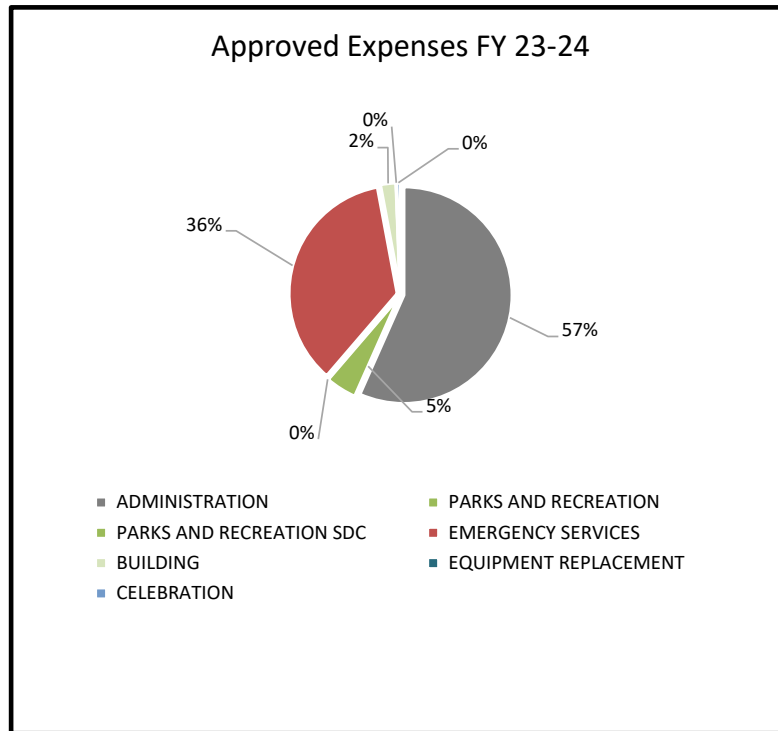
**CITY OF MILLERSBURG
GENERAL FUND - SUMMARY
FY 2023-2024**

Actual FY 2020-2021	Actual FY 2021-2022	Adopted FY 2022-2023	GENERAL FUND RESOURCES	Proposed FY 2023-2024	Approved FY 2023-2024	Adopted FY 2023-2024
10,997,366	10,951,938	7,071,952	ADMINISTRATION	6,841,686	6,845,286	-
2,815	5,945	33,000	PARKS AND RECREATION	27,000	27,000	-
734,238	72,017	139,670	PARKS AND RECREATION SDC	182,651	182,651	-
2,545	3,411	2,500	EMERGENCY SERVICES	3,500	3,500	-
670,727	204,721	313,000	BUILDING	136,000	136,000	-
-	-	-	EQUIPMENT REPLACEMENT	-	-	-
1,764	12,646	19,600	CELEBRATION	-	-	-
12,409,455	11,250,679	7,579,722	TOTAL GENERAL FUND RESOURCES	7,190,837	7,194,437	-
Actual FY 2020-2021	Actual FY 2021-2022	Adopted FY 2022-2023	GENERAL FUND EXPENSE BY OBJECT	Proposed FY 2023-2024	Approved FY 2023-2024	Adopted FY 2023-2024
			PERSONNEL SERVICES			
833,776	897,134	1,022,105	ADMINISTRATION	1,152,877	1,152,877	-
833,776	897,134	1,022,105	TOTAL PERSONNEL SERVICES	1,152,877	1,152,877	-
			MATERIALS & SERVICES			
770,309	482,099	781,705	ADMINISTRATION	739,274	754,774	-
48,525	74,845	174,000	PARKS AND RECREATION	165,100	165,100	-
1,593,305	1,644,439	1,690,800	EMERGENCY SERVICES	1,729,189	1,729,189	-
505,864	252,577	289,400	BUILDING	116,000	116,000	-
15,342	25,745	50,718	CELEBRATION	30,000	30,000	-
2,933,345	2,479,705	2,986,623	TOTAL MATERIALS & SERVICES	2,779,562	2,795,062	-
			CAPITAL OUTLAY			
86,447	-	38,800	ADMINISTRATION	110,000	110,000	-
655	-	133,000	PARKS AND RECREATION	66,000	66,000	-
712,950	-	30,000	PARKS AND RECREATION SDC	-	-	-
449,707	5,035,696	776,000	EMERGENCY SERVICES	17,500	17,500	-
-	-	10,000	EQUIPMENT REPLACEMENT	-	-	-
1,249,759	5,035,696	987,800	TOTAL CAPITAL OUTLAY	193,500	193,500	-
			TRANSFERS			
-	-	179,076	ADMINISTRATION	196,608	196,608	-
-	-	179,076	TOTAL TRANSFERS	196,608	196,608	-
			CONTINGENCY			
-	-	372,000	ADMINISTRATION	600,000	600,000	-
-	-	30,000	EMERGENCY SERVICES	30,000	30,000	-
-	-	402,000	TOTAL CONTINGENCIES	630,000	630,000	-
5,016,879	8,412,534	5,577,604	TOTAL GENERAL FUND EXPENDITURES	4,952,547	4,968,047	-

**CITY OF MILLERSBURG
GENERAL FUND - SUMMARY
FY 2023-2024**

Actual FY 2020-2021	Actual FY 2021-2022	Adopted FY 2022-2023	OTHER GENERAL FUND REQUIREMENTS	Proposed FY 2023-2024	Approved FY 2023-2024	Adopted FY 2023-2024
			RESERVE ACCOUNT TOTALS			
-	-	109,170	PARKS AND RECREATION SDC	182,651	182,651	-
-	-	-	EMERGENCY SERVICES	-	-	-
-	-	103,000	EQUIPMENT REPLACEMENT	150,000	150,000	-
7,392,575	2,838,145	1,789,948	UNAPPROPRIATED ENDING FUND BALANCE	1,905,639	1,893,739	-
7,392,575	2,838,145	2,002,118	TOTAL RESERVE AND UNAPPROPRIATED FUNDS	2,238,290	2,226,390	-
12,409,455	11,250,679	7,579,722	TOTAL GENERAL FUND REQUIREMENTS	7,190,837	7,194,437	-

Actual FY 2020-2021	Actual FY 2021-2022	Adopted FY 2022-2023	GENERAL FUND EXPENDITURES BY PROGRAM	Proposed FY 2023-2024	Approved FY 2023-2024	Adopted FY 2023-2024
1,690,531	1,379,232	2,393,686	ADMINISTRATION	2,798,759	2,814,259	-
49,179	74,845	307,000	PARKS AND RECREATION	231,100	231,100	-
712,950	-	30,000	PARKS AND RECREATION SDC	-	-	-
2,043,013	6,680,135	2,496,800	EMERGENCY SERVICES	1,776,689	1,776,689	-
505,864	252,577	289,400	BUILDING	116,000	116,000	-
-	-	10,000	EQUIPMENT REPLACEMENT	-	-	-
15,342	25,745	50,718	CELEBRATION	30,000	30,000	-
5,016,879	8,412,534	5,577,604	TOTAL GENERAL FUND EXPENDITURES	4,952,547	4,968,047	-



**CITY OF MILLERSBURG
GENERAL FUND RESOURCES
FY 2023-2024**

Actual FY 2020-2021	Actual FY 2021-2022	Adopted FY 2022-2023	Account #	ADMINISTRATION PROGRAM RESOURCES	Proposed FY 2023-2024	Approved FY 2023-2024	Adopted FY 2023-2024
7,056,428	6,772,529	6,772,529		BEGINNING FUND BALANCE	2,808,807	2,808,807	
		(4,021,120)		PROJECTED CARRYOVER	(283,000)	(283,000)	
2,053,079	2,198,018	2,265,232	01-30-100	CURRENT YEAR TAX LEVY	2,311,522	2,311,522	
536,262	542,936	622,880	01-39-100	TRANSFER FROM STREET, STORMWATER, AND ENTERPRISE FUNDS	734,985	738,585	-
		112,657		STREET FUND	125,119	125,119	-
		91,673		STORMWATER FUND	102,118	102,118	-
		201,326		SEWER FUND	245,196	246,996	-
		217,224		WATER FUND	262,552	264,352	-
16,073	15,780	5,000	01-31-200	LAND USE FEE	10,000	10,000	
6,516	35,858	10,000	01-38-900	MISCELLANEOUS REVENUE	-	-	
		3,000		MISC FEES, ETC.			
		7,000		JBO BALLFIELD FENCE REIMBURSEMENT	-	-	
		-	-	CITY HALL RENTAL FEES	-	-	
38,090	74,488	42,000	01-38-200	RENTAL PROPERTY INCOME	10,000	10,000	
		-	01-32-100	GRANT	-	-	
46,520	48,567	55,000	01-34-100	STATE REVENUE SHARING	56,000	56,000	
891,295	888,118	971,700	01-31-100	FRANCHISE FEES	1,042,500	1,042,500	
60,553	63,015	61,500		REPUBLIC SERVICES	75,000	75,000	
51,056	59,371	62,000		NW NATURAL GAS	80,000	80,000	
3,360	3,275	3,200		CENTURY LINK	3,000	3,000	
724,552	716,923	800,000		PACIFIC POWER	840,000	840,000	
49,455	44,112	44,000		COMCAST CABLE	44,000	44,000	
2,319	1,421	1,000		LIGHTSPEED	500	500	
45	55	100	01-35-100	LIQUOR LICENSES	100	100	
2,546	2,466	2,320	01-30-155	CIGARETTE TAXES	2,294	2,294	
49,454	55,178	56,602	01-30-150	LIQUOR TAXES	60,075	60,075	
161,004	5,000	-	01-32-150	PCPI BOND	-	-	
43,583	28,971	5,709	01-38-100	INTEREST RECEIVED	88,403	88,403	
19,602		-	01-38-700	PROPERTY SALE	-	-	
76,870	283,974	284,000	01-38-800	COVID FUNDS	-	-	
10,997,366	10,951,938	7,071,952		TOTAL ADMINISTRATION PROGRAM RESOURCES	6,841,686	6,845,286	-

**CITY OF MILLERSBURG
GENERAL FUND RESOURCES
FY 2023-2024**

PARKS AND RECREATION PROGRAM RESOURCES							
2,815	5,945	1,000	01-31-300	PARK SHELTER USER FEES		1,000	1,000
		32,000	01-31-310	GRANT		26,000	26,000
-	-		-	TRANSFER FROM GENERAL FUND - ADMINISTRATION		-	-
2,815	5,945	33,000		TOTAL PARKS AND RECREATION PROGRAM RESOURCES		27,000	27,000

PARKS AND RECREATION SDC PROGRAM RESOURCES							
652,642	21,287	67,130		BEGINNING PARK SYSTEM DEVELOPMENT CHARGES (SDC) PROGRAM BALANCE		113,291	113,291
		27,585		BEGINNING SDC-R BALANCE		36,107	36,107
		39,546		BEGINNING SDC-I BALANCE		77,185	77,185
81,596	50,730	72,540	01-31-450	PARK SYSTEM DEVELOPMENT CHARGES (SDC) FEES		69,360	69,360
		16,684		PARK SDC-R FEES		7,630	7,630
		55,856		PARK SDC-I FEES		61,730	61,730
734,238	72,017	139,670		TOTAL PARKS AND RECREATION SDC PROGRAM RESOURCES		182,651	182,651

EMERGENCY SERVICES PROGRAM RESOURCES							
-	-	-	-	TRANSFER FROM GENERAL FUND BEGINNING FUND BALANCE		-	-
-	-	-	-	TRANSFER FROM GENERAL FUND		-	-
2,545	3,411	2,500	01-33-100	JUSTICE COURT		3,500	3,500
2,545	3,411	2,500		TOTAL EMERGENCY SERVICES PROGRAM RESOURCES		3,500	3,500

BUILDING PROGRAM RESOURCES							
223,143	56,630	60,000	01-30-200	CONSTRUCTION EXCISE TAX		65,000	65,000
437,019	144,636	250,000	01-31-250	BUILDING PERMIT FEES		68,000	68,000
10,565	3,455	3,000	01-31-350	CITY PERMIT FEES		3,000	3,000
-	-	-		TRANSFER FROM GENERAL FUND FOR LINN COUNTY BUILDING PERMITS		-	-
670,727	204,721	313,000		TOTAL BUILDING PROGRAM RESOURCES		136,000	136,000

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

MILLERSBURG CELEBRATION PROGRAM RESOURCES							
1,764	12,646	19,600	01-37-100	MILLERSBURG CELEBRATION		-	-
		10,000		SPONSORSHIPS		-	-
		9,600		REVENUE		-	-
1,764	12,646	19,600		TOTAL MILLERSBURG CELEBRATION PROGRAM RESOURCES		-	-

734,238	72,017	139,670		RESTRICTED FUNDS (SDC'S)		182,651	182,651
11,675,217	11,178,662	7,440,052		AVAILABLE RESOURCES		7,008,186	7,011,786
12,409,455	11,250,679	7,579,722		TOTAL GENERAL FUND RESOURCES		7,190,837	7,194,437

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

Strategic Priority	Target Date	Status	Goals/Objectives
Community Governance	Ongoing	In Progress	Implement new modules and website capabilities
Development	Jun-24	In Progress	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
Public Infrastructure	Sept-23	Pending	Installation of emergency generator and associated work CIP#1007
	Sept-23	Pending	City Hall drop box area, ADA ramps, and sidewalk CIP#1006
	Winter-23/24	Pending	Front office interior remodel CIP#1009

**CITY OF MILLERSBURG
GENERAL FUND - ADMINISTRATION PROGRAM
FY 2023-2024**

Actual FY 2020-2021	Actual FY 2021-2022	Adopted FY 2022-2023	Account #	ADMINISTRATION PROGRAM EXPENDITURES	Proposed FY 2023-2024	Approved FY 2023-2024	Adopted FY 2023-2024
				PERSONNEL SERVICES			
90,019	103,845	108,183	01-40-110	CITY MANAGER	145,980	145,980	
142,781	142,687	148,700	01-40-111	ASSISTANT CITY MANAGER / CITY ENGINEER	161,509	161,509	
74,367	75,608	79,396	01-40-112	CITY RECORDER	82,966	82,966	
-	-	119,919	01-40-113	COMMUNITY DEVELOPMENT DIRECTOR	130,426	130,426	
64,535	140,524	36,810	01-40-114	BILLING/COLLECTION SPECIALIST	39,762	39,762	
22,719	26,997	30,672	01-40-115	OFFICE ASSISTANT/EXTRA COVERAGE	32,024	32,024	
86,146	67,696	74,766	01-40-120	MAINTENANCE SUPERVISOR	80,970	80,970	
49,411	49,244	52,238	01-40-121	MAINTENANCE ASSISTANT	54,840	54,840	
15,955	20,660	-	01-40-125	CECOP INTERN	-	-	
6,358	138	16,200	01-40-129	OVERTIME	20,000	20,000	
48,039	43,003	65,021	01-40-130	PAYROLL TAXES	72,976	72,976	
134,930	111,371	178,105	01-40-131	PERS	208,554	208,554	
84,245	92,101	94,495	01-40-132	MEDICAL INSURANCE	102,870	102,870	
1,605	13,091	7,600	01-40-133	DISABILITY INSURANCE AND WORKERS COMP	8,000	8,000	
-	321	-	01-40-134	SUPPLEMENTAL MEDICAL INSURANCE - HSA EMPLOYEE CONTRIBUTION	-	-	
12,667	9,847	10,000	01-40-135	DENTAL & VISION INSURANCE	12,000	12,000	
833,776	897,134	1,022,105		TOTAL PERSONNEL SERVICES	1,152,877	1,152,877	-
				MATERIALS & SERVICES			
13,150	19,775	20,000	01-40-236	ACCOUNTING & AUDIT	22,000	22,000	
3,350	260	2,000	01-40-211	BIDS PUBLICATION	5,000	5,000	
43,794	43,573	50,000	01-40-212	PROPERTY/CASUALTY/LOSS INSURANCE	68,000	68,000	
8,465	8,420	18,500	01-40-213	CITY HALL BUILDING	37,000	37,000	
		2,500		AED	-	-	
		10,000		MISCELLANEOUS	10,000	10,000	
		6,000		BARK	2,000	2,000	
				CITY HALL EXPANSION MASTER PLANNING	25,000	25,000	
18,342	19,508	17,066	01-40-215	CITY HALL UTILITIES	21,000	21,000	
		9,366		ELECTRIC	12,000	12,000	
		6,600		INTERNET (FIBER) AND PHONE SERVICE	7,100	7,100	
				BUSINESS CONNECTIONS	600	600	
		1,100		GARBAGE	1,300	1,300	
11,215	7,081	14,000	01-40-216	MERCHANT FEES	8,000	8,000	
27,500	(2,500)	20,500	01-40-217	COMMUNITY SUPPORT	21,500	25,000	
		1,000		MEALS ON WHEELS	1,000	1,000	
		5,000		ABC HOUSE	5,000	5,000	
		5,000		ALBANY BOYS AND GIRLS CLUB	5,000	5,000	
		-		LINN COUNTY FAIR AND EXPO	1,500	1,500	
		3,000		NW ART AND AIR FESTIVAL	3,000	3,000	
		2,000		HONOR FLIGHTS	-	-	
		1,000		SOUTH ALBANY HIGH SCHOOL ALL NIGHT PARTY	-	-	

**CITY OF MILLERSBURG
GENERAL FUND - ADMINISTRATION PROGRAM
FY 2023-2024**

		-		TIMBER RIDGE PTC	1,000	1,000
				MILLER CEMETERY ASSOCIATION		2,500
		3,500		MISCELLANEOUS	5,000	6,000
192	2,412	4,000	01-40-218	CALL-A-RIDE	5,000	5,000
5,911	9,205	10,000	01-40-220	POSTAGE AND SHIPPING	12,000	12,000
15,963	22,947	25,000	01-40-221	MATERIALS & SUPPLIES	25,000	25,000
12,405	23,484	24,940	01-40-222	OFFICE EQUIPMENT AND SOFTWARE	28,800	37,800
		6,200		COPIER LEASE	3,100	3,100
		1,800		PLOTTER LEASE	1,800	1,800
		2,440		PRINTERS AND FOLDER LEASE	2,500	2,500
		8,000		IT EQUIPMENT (COMPUTERS, ETC.)	14,000	23,000
		5,900		SOFTWARE (OFFICE 365, GIS, PHOTOSHOP, ETC.)	5,900	5,900
		600		IPAD, PHONE, AND PARK WIFI HOTSPOT	1,500	1,500
61,259	103,499	90,179	01-40-223	CONTRACTED SERVICES	95,554	95,554
		2,000		PROFESSIONAL SECURITY ALARM	2,000	2,000
		8,000		OREGON CASCADES WEST COG - TECH SUPPORT	8,000	8,000
		25,000		BILLING/UTILITY SYSTEM ANNUAL COST	25,000	25,000
		5,000		HVAC MAINTENANCE	6,000	6,000
		-		PAYROLL ACCOUNTING	3,000	3,000
		19,354		LANDSCAPING (CITY HALL)	19,354	19,354
		8,000		JANITORIAL	8,500	8,500
		1,700		HEATH'S LAUNDRY - RUGS	1,200	1,200
		4,000		MISCELLANEOUS	4,000	4,000
		400		PEST CONTROL	500	500
		8,225		CIVIC PLUS - WEBSITE, CODE HOSTING, AND UPDATES	15,000	15,000
		3,000		BRUSH REMOVAL	3,000	3,000
		5,500		CODE HOSTING AND UPDATES	-	-
230	370	2,500	01-40-224	CITY COUNCIL	2,500	2,500
279	2,362	3,000	01-40-225	EDUCATION & TRAINING	8,000	8,000
180	5,000	13,000	01-40-226	MEETINGS & TRAVEL	17,000	17,000
10,906	9,188	14,000	01-40-227	DUES & SUBSCRIPTIONS	15,000	15,000
35,000	39,240	50,000	01-40-229	ECONOMIC DEVELOPMENT	-	-
335,265	127,184	250,000	01-40-230	LEGAL SERVICES	250,000	250,000
1,240	2,160	5,000	01-40-231	LIBRARY SERVICES	5,000	8,000
1,161	1,166	1,200	01-40-232	LGIP / BANK FEES	1,200	1,200
161	14	1,600	01-40-233	MILEAGE	1,000	1,000
63,510	21,046	21,500	01-40-235	CONSULTANTS - PLANNING	17,000	17,000
		-		LAND USE PLANNING	-	-
		-		CODIFICATION OF NEW CODE	-	-
		18,000		ECONOMIC OPPORTUNITIES ANALYSIS	17,000	17,000
		3,500		UGB EXPANSION/SWAP	-	-
22,942		25,000	01-40-210	CONSULTANTS - ENGINEERING	25,000	25,000
795	1,106	3,000	01-40-237	PRINTING & ADVERTISING	3,000	3,000
3,116	10,042	3,200	01-40-238	PROPERTY TAXES	3,200	3,200

**CITY OF MILLERSBURG
GENERAL FUND - ADMINISTRATION PROGRAM
FY 2023-2024**

8,158	3,631	40,000	01-40-239	RENTAL PROPERTY	40,000	40,000	
-	1,925	2,520	01-40-240	CELL PHONE REIMBURSEMENT	2,520	2,520	
45			01-40-241	TRAVEL & MEALS	-	-	
		50,000	01-40-300	REFUNDS - CONSTRUCTION BONDS	-	-	
			01-40-650	MISCELLANEOUS EXPENSES	-	-	
65,775		-	01-40-810	COVID EXPENSES	-	-	
770,309	482,099	781,705		TOTAL MATERIALS & SERVICES	739,274	754,774	-
				CAPITAL OUTLAY			
5,922	-	25,000	01-40-710	CITY HALL IMPROVEMENTS - EMERGENCY GENERATOR	55,000	55,000	
39,525		-	01-40-716	CITY HALL DROP BOX AREA, ADA RAMPS, AND SIDEWALK	40,000	40,000	
-	-	8,800	01-40-711	EQUIPMENT - HVAC UNIT REPLACEMENT COUNCIL CHAMBERS			
41,000		-	01-40-712	LAND			
-	-	5,000	01-40-713	HOLIDAY LIGHT DISPLAY			
-		-	01-40-714	OFFICE WORKSTATION UPGRADES	15,000	15,000	
-		-	01-40-715	PLOTTER (FULL SIZE)			
86,447	-	38,800		TOTAL CAPITAL OUTLAY	110,000	110,000	-
				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			
-	-	109,076	01-40-915	TRANSFER TO STORMWATER FUND	196,608	196,608	
		70,000	01-40-916	TRANSFER TO ECONOMIC DEVELOPMENT FUND			
		-	-	TRANSFER TO GENERAL FUND PARKS AND REC SDG			
-	-	179,076		TOTAL TRANSFERS	196,608	196,608	-
				CONTINGENCY			
-	-	372,000	01-40-800	OPERATING CONTINGENCY	600,000	600,000	
1,690,531	1,379,232	2,393,686		TOTAL ADMINISTRATION PROGRAM EXPENDITURES	2,798,759	2,814,259	-

1,690,531	1,379,232	2,393,686		TOTAL ADMINISTRATION REQUIREMENTS	2,798,759	2,814,259	-
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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 city events.
- Facilitate implementation of projects and initiatives identified in the Parks Master Plan.
- Provide administrative and technical support to Parks Commission.
- Provide for community needs through park shelter rentals.
- Support Millersburg residents through reimbursement programs.

Strategies/Actions

Strategic Priority

Target Date

Status

Goals/Objectives

Recreation

Ongoing

In Progress

Support Parks Commission

Ongoing

In Progress

Pursue additional grants for development of new NW park

Spring-23

Pending

Complete initial design for new park in NW area of city
CIP#1115

Summer-24

Pending

Construction of linear park Conser/Transition Parkway
CIP#1123

Summer-23

Pending

Name linear and NW parks, secure grants for construction NW park.

Spring-24

Pending

City Park restrooms floor and wall coating

Spring-24

Pending

Acorn Park frontage improvements

**CITY OF MILLERSBURG
GENERAL FUND - PARKS AND RECREATION PROGRAM
FY 2023-2024**

Actual FY 2020-2021	Actual FY 2021-2022	Adopted FY 2022-2023	Account #	PARKS AND RECREATION PROGRAM EXPENDITURES	Proposed FY 2023-2024	Approved FY 2023-2024	Adopted FY 2023-2024
				MATERIALS & SERVICES			
4,216	7,404	15,000	01-45-210	PARKS & RECREATION - CITIZEN REIMBURSEMENT PROGRAM	15,000	15,000	
44,308	60,267	85,000	01-45-211	PARK SUPPLIES & MAINTENANCE	98,600	98,600	
		5,000		LANDSCAPING MATERIALS	8,000	8,000	
		15,000		MINOR EQUIPMENT, SUPPLIES, AND RENTALS	17,000	17,000	
		6,000		FUEL	7,000	7,000	
		20,000		CONTRACTED SERVICES	25,000	25,000	
		2,000		SHOP UTILITIES	3,000	3,000	
		6,000		EQUIPMENT PARTS AND REPAIRS	7,000	7,000	
		7,500		MISCELLANEOUS	7,500	7,500	
		7,500		GARBAGE SERVICE	7,700	7,700	
		4,000		VALLEY MERCHANT POLICE	4,400	4,400	
		12,000		WATER AND SEWER BILL	12,000	12,000	
-	2,931	42,000	01-45-212	PARKS PROJECTS	25,500	25,500	
		12,000		CITY PARK TREE REPLACEMENT/PLANTING AND LANDSCAPE ENHANCEMENT	12,000	12,000	
		2,000		PLAYGROUND RAMPS (ACORN AND MILLERSBURG PARK)	-	-	
		6,000		CITY PARK REPLACE BENCHES WITH ADA COMPLIANT MODELS	6,000	6,000	
		5,000		CITY PARK AND ACORN PARK PLAY SAFETY SURFACE REFILL	5,000	5,000	
		1,000		CITY PARK BASKETBALL COURT STRIPING	-	-	
		2,500		REPAIRS (PAVEMENT, ETC.)	2,500	2,500	
		3,000		TENNIS COURT LANDSCAPE RENOVATION	-	-	
				BATHROOM FLOOR AND WALL COATING			
		7,000		ADD SAFETY FENCE TO SOUTH BALL FIELD	-	-	
		2,000		ADDITIONAL LIGHTING	-	-	
		1,500		ACORN PARK - REPAIR CABLE POST AND MOVE DOG POT MOUNT	-	-	
-	4,243	32,000	01-45-213	SDC STUDY / PARK PLANNING	26,000	26,000	
		500	01-45-300	REFUNDS	-	-	
48,525	74,845	174,000		TOTAL MATERIALS & SERVICES	165,100	165,100	-
				CAPITAL OUTLAY			
-	-	133,000	01-45-720	PARK FACILITY BUILDINGS	26,000	26,000	
		120,000		ROOF REPLACEMENT SHELTER AND SOUTH RESTROOM	-	-	
		13,000		ENCLOSED OFFICE/BREAKROOM IN SHOP WITH HEATING			
				RESTROOMS FLOOR AND WALL COATINGS	26,000	26,000	
655		-	01-45-741	MAINTENANCE EQUIPMENT	-	-	
-	-	-		TBD	-	-	
			01-45-730	ACORN PARK FRONTAGE IMPROVEMENTS	40,000	40,000	
655	-	133,000		TOTAL CAPITAL OUTLAY	66,000	66,000	-
49,179	74,845	307,000		TOTAL PARKS AND RECREATION PROGRAM EXPENDITURES	231,100	231,100	-

**CITY OF MILLERSBURG
GENERAL FUND - PARKS AND RECREATION PROGRAM
FY 2023-2024**

Actual FY 2020-2021	Actual FY 2021-2022	Adopted FY 2022-2023	Account #	PARKS AND RECREATION SDC PROGRAM EXPENDITURES	Proposed FY 2023-2024	Approved FY 2023-2024	Adopted FY 2023-2024
-	-	-	01-46-201	SDC-R	-	-	-
		30,000	01-46-212	SDC-I RSIS REIMBURSABLE	-	-	-
712,950		-	01-46-760	SDC-I	-	-	-
-	-						
712,950	-	30,000		TOTAL CAPITAL OUTLAY	-	-	-
712,950	-	30,000		TOTAL PARKS AND RECREATION SDC PROGRAM EXPENDITURES	-	-	-

762,129	74,845	337,000		TOTAL PARKS AND RECREATION EXPENDITURES	231,100	231,100	-
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Actual FY 2020-2021	Actual FY 2021-2022	Adopted FY 2022-2023	Account #	PARKS AND RECREATION SUMMARY	Proposed FY 2023-2024	Approved FY 2023-2024	Adopted FY 2023-2024
				RESERVE ACCOUNTS			
-	-	109,170	01-46-760	CIP PROJECT LIST	182,651	182,651	
-	-	109,170		TOTAL RESERVE ACCOUNTS	182,651	182,651	-
-	-	109,170		TOTAL OTHER PARKS AND RECREATION REQUIREMENTS	182,651	182,651	-

762,129	74,845	446,170		TOTAL PARKS AND RECREATION REQUIREMENTS	413,751	413,751	-
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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	Ongoing	Pending	Evaluate increased contract hours with LCSO with assessed value increases related to new industries
	Ongoing	Pending	Evaluate additional fire service staffing with assessed value increases related to new industries
	Fall-23	In Progress	Purchase of Autopulse

**CITY OF MILLERSBURG
GENERAL FUND - EMERGENCY SERVICES PROGRAM
FY 2023-2024**

Actual FY 2020-2021	Actual FY 2021-2022	Adopted FY 2022-2023	Account #	EMERGENCY SERVICES PROGRAM EXPENDITURES	Proposed FY 2023-2024	Approved FY 2023-2024	Adopted FY 2023-2024
				MATERIALS & SERVICES			
1,417,996	1,425,674	1,478,800	01-50-210	CONTRACTED FIRE SERVICES	\$ 1,498,889	\$ 1,498,889	
134,010	138,636	150,000	01-50-211	LINN COUNTY CONTRACTED SHERIFF	160,000	160,000	
6,110	6,609	14,000	01-50-212	UTILITIES - FIRE STATION	20,000	20,000	
-	37,832	4,000	01-50-214	EQUIPMENT, FURNISHINGS AND UPKEEP	4,000	4,000	
190	688	9,000	01-50-215	MAINTENANCE AND SUPPLIES	11,300	11,300	
		3,000		GENERATOR MAINTENANCE/FUEL	4,000	4,000	
		2,000		FIRE ALARM/SPRINKLER MONITORING	2,200	2,200	
		3,000		HVAC MAINTENANCE	3,600	3,600	
		1,000		UPS MAINTENANCE	1,500	1,500	
35,000	35,000	35,000	01-50-216	EQUIPMENT REPLACEMENT TO ALBANY	35,000	35,000	
1,593,305	1,644,439	1,690,800		TOTAL MATERIALS & SERVICES	1,729,189	1,729,189	-
				CAPITAL OUTLAY			
-		-	01-50-720	AUTO PULSE	17,500	17,500	
393,977	47,066	-	01-50-721	PERMANENT FIRE STATION DESIGN	-	-	
55,730	4,988,630	776,000	01-50-725	FIRE FACILITY CONSTRUCTION	-	-	
449,707	5,035,696	776,000		TOTAL CAPITAL OUTLAY	17,500	17,500	-
-	-	30,000	01-50-800	CONTINGENCY	30,000	30,000	
2,043,013	6,680,135	2,496,800		TOTAL EMERGENCY SERVICES PROGRAM EXPENDITURES	1,776,689	1,776,689	-

2,043,013	6,680,135	2,496,800		TOTAL EMERGENCY SERVICES EXPENDITURES	1,776,689	1,776,689	-
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Actual FY 2020-2021	Actual FY 2021-2022	Adopted FY 2022-2023	Account #	EMERGENCY SERVICES PROGRAM SUMMARY	Proposed FY 2023-2024	Approved FY 2023-2024	Adopted FY 2023-2024
				RESERVE ACCOUNTS			
-	-	-	01-50-780	FIRE FACILITY RESERVE	-	-	-
-	-	-		TOTAL EMERGENCY SERVICES PROGRAM RESERVE ACCOUNTS	-	-	-
-	-	-		TOTAL OTHER EMERGENCY SERVICES REQUIREMENTS	-	-	-

2,043,013	6,680,135	2,496,800		TOTAL EMERGENCY SERVICES REQUIREMENTS	1,776,689	1,776,689	-
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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, mechanical, and electrical inspection services.
- Through this arrangement, the City of Millersburg processes building permits; Linn County issues permits and inspects per state building code requirements.
- As part of the agreement, the City collects all funds associated with permits processed 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-24	Pending	Transition to electronic data input for Linn County's permit program

**CITY OF MILLERSBURG
GENERAL FUND - BUILDING PROGRAM
FY 2023-2024**

Actual FY 2020-2021	Actual FY 2021-2022	Adopted FY 2022-2023	Account #	BUILDING PROGRAM EXPENDITURES	Proposed FY 2023-2024	Approved FY 2023-2024	Adopted FY 2023-2024
				MATERIALS & SERVICES			
193,775	103,835	59,400	01-52-210	PAYMENT TO GREATER ALBANY PUBLIC SCHOOL	65,000	65,000	
312,089	148,742	225,000	01-52-211	PAYMENT TO LINN COUNTY BUILDING DEPARTMENT	51,000	51,000	
-	-	5,000	01-52-212	BUILDING PERMITTING SOFTWARE	-	-	-
505,864	252,577	289,400		TOTAL MATERIALS & SERVICES	116,000	116,000	-
505,864	252,577	289,400		TOTAL BUILDING PROGRAM EXPENDITURES	116,000	116,000	-

505,864	252,577	289,400		TOTAL BUILDING PROGRAM REQUIREMENTS	116,000	116,000	-
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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	In Progress	Develop and update equipment replacement schedule

**CITY OF MILLERSBURG
GENERAL FUND - EQUIPMENT REPLACEMENT PROGRAM
FY 2023-2024**

Actual FY 2020-2021	Actual FY 2021-2022	Adopted FY 2022-2023	Account #	EQUIPMENT REPLACEMENT PROGRAM EXPENDITURES	Proposed FY 2023-2024	Approved FY 2023-2024	Adopted FY 2023-2024
				CAPITAL OUTLAY			
-	-	10,000	01-54-710	IMPROVEMENTS (CITY HALL)	-	-	-
-	-	-	01-54-711	IMPROVEMENTS (CITY PARK)	-	-	-
-	-	-	01-54-712	VEHICLE (PARKS AND REC MAINTENANCE)	-	-	-
-	-	10,000		TOTAL CAPITAL OUTLAY	-	-	-
-	-	10,000		EQUIPMENT REPLACEMENT FUND EXPENDITURES	-	-	-

-	-	10,000		TOTAL EQUIPMENT REPLACEMENT PROGRAM EXPENDITURES	-	-	-
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Actual FY 2020-2021	Actual FY 2020-2021	Adopted FY 2022-2023	Account #	EQUIPMENT REPLACEMENT PROGRAM SUMMARY	Proposed FY 2023-2024	Approved FY 2023-2024	Adopted FY 2023-2024
				RESERVE ACCOUNTS			
-	-	46,500	01-54-781	EQUIPMENT REPLACEMENT - (GENERAL FUND ADMIN)	75,000	75,000	-
-	-	56,500	01-54-782	EQUIPMENT REPLACEMENT - (GENERAL FUND PARKS AND REC EQUIPMENT)	75,000	75,000	-
-	-	103,000		TOTAL RESERVE ACCOUNTS	150,000	150,000	-
-	-	103,000		TOTAL OTHER EQUIPMENT REPLACEMENT PROGRAM REQUIREMENTS	150,000	150,000	-

-	-	113,000		TOTAL EQUIPMENT REPLACEMENT REQUIREMENTS	150,000	150,000	-
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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 Events Planning 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	Annually	Ongoing	Provide resources and support for continuation of City events

**CITY OF MILLERSBURG
GENERAL FUND - MILLERSBURG CELEBRATION PROGRAM
FY 2023-2024**

Actual FY 2020-2021	Actual FY 2021-2022	Adopted FY 2022-2023	Account #	MILLERSBURG CELEBRATION PROGRAM EXPENDITURES	Proposed FY 2023-2024	Approved FY 2023-2024	Adopted FY 2023-2024
				MATERIALS & SERVICES			
15,342	25,745	50,718	01-56-210	CELEBRATION EXPENSES	30,000	30,000	
		4,600		RUN EXPENSES 2022 EVENT			
		3,241		CAR SHOW EXPENSES			
		42,377		GENERAL EVENT			
		500		CELEBRATION OF LIGHTS			
15,342	25,745	50,718		TOTAL MATERIALS & SERVICES	30,000	30,000	-
15,342	25,745	50,718		TOTAL MILLERSBURG CELEBRATION EXPENDITURES	30,000	30,000	-

15,342	25,745	50,718		TOTAL MILLERSBURG CELEBRATION EXPENDITURES	30,000	30,000	-
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Actual FY 2020-2021	Actual FY 2020-2021	Adopted FY 2022-2023	Account #	MILLERSBURG CELEBRATION PROGRAM SUMMARY	Proposed FY 2023-2024	Approved FY 2023-2024	Adopted FY 2023-2024
				RESERVE ACCOUNTS			
		-			-	-	-
-	-	-		TOTAL RESERVE ACCOUNTS	-	-	-
-	-	-		TOTAL OTHER MILLERSBURG CELEBRATION REQUIREMENTS	-	-	-

15,342	25,745	50,718		TOTAL MILLERSBURG CELEBRATION	30,000	30,000	-
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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 transportation system is designed and developed to accommodate future growth.
- Ensure the city street system is designed and maintained according to the TSP and appropriate safety requirements.
- Establish policies and projects which will address transportation needs for projected population growth and new development.
- Continually update and implement a proactive inspection and maintenance program for city streets.
- 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
	2025	In design	Woods Road shared use path CIP#2039
	Spring-25	In design	Conser/Transition Parkway shared use path CIP#2026
	Spring-25	In design	Construction of Transition Parkway extension to Woods Road CIP#2026
	Spring-24	Pending	Zuhlke Extension (by developer) CIP#2024
	2025	Pending	Bridge replacement Wavery Drive at Cox Creek CIP#2028
	2023/24	Pending	Street lighting Woods Road CIP#2029

**CITY OF MILLERSBURG
STREET FUND 02
FY 2023-2024**

Actual FY 2020-2021	Actual FY 2021-2022	Adopted FY 2022-2023	Account #	STREET PROGRAM RESOURCES	Proposed FY 2023-2024	Approved FY 2023-2024	Adopted FY 2023-2024
405,652	250,572	182,267	02-29-800	BEGINNING FUND BALANCE	326,804	326,804	
		18,061		BEGINNING FUND BALANCE BIKE/PED	20,461	20,461	
437,500	437,500	437,500		OTHER RESTRICTED FUNDS	437,500	437,500	
		96,300	02-29-110	PERLENFEIN/ZUHLKE RESERVATION - RESTRICTED FUNDS	96,300	96,300	
		341,200	02-29-115	SUNIGA/MILLERSBURG DR RESERVATION - RESTRICTED FUNDS	341,200	341,200	
33,234	22,092	34,724	02-38-100	INTEREST RECEIVED	32,799	32,799	
31,176	2,258	5,000	02-31-105	STREET PRIVATE CONSTRUCTION OF PUBLIC INFRASTRUCTURE (PCPI) FEES	-	-	
		-		TRANSFER FROM GENERAL FUND-			
		-		TRANSFER FROM STREET SYSTEM DEVELOPMENT CHARGES (SDC) FUND-			
197,260	237,406	236,358	02-30-500	HIGHWAY USE TAX	249,633	249,633	
		233,994		HWY USE TAX ROADS	247,137	247,137	
		2,364		HWY USE TAX BIKE/PED	2,496	2,496	
		-		HB2017 STF	-	-	
-	70,511	-	02-31-550	STREET CONNECTION CHARGES	-	-	
-	1,016	-	02-38-900	MISC. STREET REVENUE	-	-	
91,000	-	191,000	02-32-100	GRANTS	99,000	99,000	
1,195,822	1,021,355	1,104,910		TOTAL STREET PROGRAM RESOURCES	1,166,197	1,166,197	-
				STREET SDC PROGRAM RESOURCES			
2,157,229	1,963,547	1,891,486	02-29-100	BEGINNING SYSTEM DEVELOPMENT CHARGES (SDC) BALANCE	1,526,971	1,526,971	
		127,663		BEGINNING SDC-R BALANCE	182,225	182,225	
		1,763,823		BEGINNING SDC-I BALANCE	1,344,746	1,344,746	
303,314	121,239	126,943	02-31-500	STREET SYSTEM DEVELOPMENT CHARGES (SDC) FEES	122,043	122,043	
		42,503		STREET SDC-R FEES	41,293	41,293	
		84,440		STREET SDC-I FEES	80,750	80,750	
2,460,543	2,084,786	2,018,429		STREET SDC PROGRAM RESOURCES	1,649,014	1,649,014	-
2,898,043	2,522,286	2,455,929		RESTRICTED FUNDS	2,086,514	2,086,514	-
758,322	583,855	667,410		AVAILABLE RESOURCES	728,697	728,697	-
3,656,365	3,106,141	3,123,339		TOTAL STREET FUND RESOURCES	2,815,211	2,815,211	-

**CITY OF MILLERSBURG
STREET FUND 02
FY 2023-2024**

Actual FY 2020-2021	Actual FY 2021-2022	Adopted FY 2022-2023	Account #	STREET PROGRAM EXPENDITURES	Proposed FY 2023-2024	Approved FY 2023-2024	Adopted FY 2023-2024
				MATERIALS & SERVICES			
62,613	2,447	73,750	02-60-210	CONSULTANTS ENGINEERING	30,000	30,000	
18,761	16,986	20,000	02-60-211	PRIVATE CONSTRUCTION OF PUBLIC INFRASTRUCTURE (PCPI) INSPECTION SERVICES	10,000	10,000	
7,955	7,062	8,000	02-60-212	MISCELLANEOUS	10,000	10,000	
1,324		-	02-60-213	SDC STUDY	-	-	
22,171	25,496	27,000	02-60-214	STREET SWEEPING	30,000	30,000	
135,135	56,207	75,000	02-60-215	STREET & ROAD REPAIR	70,000	70,000	
		15,000		CRACK SEALING	10,000	10,000	
		-		SURFACE TREATMENT	-	-	
		20,000		THERMOPLASTIC STOP BARS AND LEGENDS/STRIPING	20,000	20,000	
		10,000		REPAIR ALEXANDER EAST OF UMPQUA	10,000	10,000	
		20,000		MISCELLANEOUS REPAIRS	30,000	30,000	
		10,000		STREET CONDITION ASSESSMENT	-	-	
36,276	41,617	44,000	02-60-216	STREET LIGHTS POWER	45,000	45,000	
-		-	02-60-217	INSTALL BOLLARDS MORNINGSTAR AND PARKER	-	-	
817	2,239	5,000	02-60-218	SIGNS	6,000	6,000	
			02-60-219	RADAR SPEED SIGNS	5,000	5,000	
			02-60-230	REFUNDS	-	-	
285,053	152,055	252,750		TOTAL MATERIALS & SERVICES	206,000	206,000	-
				CAPITAL OUTLAY			
207,370	-	248,300	02-60-710	STREET CONSTRUCTION	226,300	226,300	
		52,000		BEAUTY STRIPS ALONG WOODS ROAD NORTH AND SIDEWALK EXTENSION TO RIVERSTONE LOOP	30,000	30,000	
		100,000		OLD SALEM ROAD GUARDRAIL	100,000	100,000	
		96,300		ZUHLKE EXTENSION (BY DEVELOPER)	96,300	96,300	
-	-	15,000	02-60-711	STREET LIGHTING CAPITAL IMPROVEMENTS	15,000	15,000	
-	-	-	02-60-712	SERVICE VEHICLE	-	-	
932	-	-	02-60-713	PROPERTY DEVELOPMENT FOR FUTURE ROADS	-	-	
		-		WETLANDS DELINEATION FOR CITY-OWNED INDUSTRIAL PROPERTY	-	-	
-	-	-	02-60-714	BIKE/PED PROJECTS	-	-	
-	-	100,000	02-60-715	WOODS ROAD SHARED USE PATH	111,000	111,000	
		10,000	02-60-716	RSIS REIMBURSEMENT ELIGIBLE			
			02-60-717	COX CREEK BRIDGE	50,000	50,000	
208,302	-	373,300		TOTAL CAPITAL OUTLAY	402,300	402,300	-
				TRANSFERS			
95,637	99,987	112,657	02-60-910	TRANSFER TO GENERAL FUND - ADMIN PERSONNEL SERVICES	125,119	125,119	-
		5,409		5% CITY MANAGER	7,299	7,299	-
		29,740		20% ASSISTANT CITY MANAGER/CITY ENGINEER	32,302	32,302	-
		3,970		5% CITY RECORDER	4,148	4,148	-
		5,996		5% COMMUNITY DEVELOPMENT DIRECTOR	6,521	6,521	-
		-		0% BILLING/COLLECTION SPECIALIST	-	-	-
		3,067		10% OFFICE ASSISTANT	3,202	3,202	-

**CITY OF MILLERSBURG
STREET FUND 02
FY 2023-2024**

		14,953		20% MAINTENANCE SUPERVISOR	16,194	16,194	-
		10,448		20% MAINTENANCE ASSISTANT	10,968	10,968	-
		-		20% CECOP INTERN	-	-	-
		39,074		11% BENEFITS	44,484	44,484	-
			02-60-912	TRANSFER TO ECONOMIC DEVELOPMENT FUND	971,000	-	
				TRANSITION PARKWAY DESIGN	471,000		
				TRANSITION PARKWAY CONSTRUCTION	500,000		
95,637	99,987	112,657		TOTAL TRANSFERS	125,119	125,119	-
				CONTINGENCY			
		50,000	02-60-800	OPERATING CONTINGENCY	50,000	50,000	
588,991	252,042	788,707		TOTAL STREET PROGRAM EXPENDITURES	783,419	783,419	-
			Account #	STREET SDC PROGRAM EXPENDITURES			
				CAPITAL OUTLAY			
-	5,408	-	02-65-201	SDC-R	27,000	27,000	
				WOODS ROAD SHARED USE PATH	27,000	27,000	
-	612,827	65,000	02-65-202	SDC-I	32,000	32,000	
			02-65-710	WEST INDUSTRIAL PROPERTY ACCESS ROAD	-	-	
		65,000		TRANSITION PARKWAY	-	-	
		-		WOODS ROAD SHARED USE PATH	32,000	32,000	
-		-		SDC-I RSIS REIMBURSEMENT	971,000	-	
				TRANSITION PARKWAY - TRANSFER TO ECONOMIC DEVELOPMENT FUND	971,000		
-	618,235	65,000		TOTAL SDC CAPITAL OUTLAY	1,030,000	59,000	-
				TRANSFERS			
-		500,000	02-65-212	SDC-I RSIS REIMBURSEMENT	-	971,000	
		500,000		TRANSITION PARKWAY - TRANSFER TO ECONOMIC DEVELOPMENT FUND		971,000	
-		500,000		TOTAL TRANSFERS	-	971,000	-
-	618,235	565,000		TOTAL STREET SDC PROGRAM EXPENDITURES	1,030,000	1,030,000	-
588,991	870,277	1,353,707		TOTAL STREET FUND EXPENDITURES	1,813,419	1,813,419	-
Actual FY 2020-2021	Actual FY 2021-2022	Adopted FY 2022-2023	Account #	STREET FUND SUMMARY	Proposed FY 2023-2024	Approved FY 2023-2024	Adopted FY 2023-2024
				RESERVE ACCOUNTS			
-	-	1,769,632	02-60-760	STREETS CIP PROJECTS	1,001,792	1,001,792	
-	-	1,769,632		TOTAL RESERVE ACCOUNTS	1,001,792	1,001,792	-
3,067,374	2,235,865	0		UNAPPROPRIATED ENDING FUND BALANCE	0	0	-
3,067,374	2,235,865	1,769,632		TOTAL OTHER STREET FUND REQUIREMENTS	1,001,792	1,001,792	-
3,656,365	3,106,141	3,123,339		TOTAL STREET FUND REQUIREMENTS	2,815,211	2,815,211	-

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 as needed
	Feb-24	In Progress	Stormwater program development – compliance with MS4 Permit

**CITY OF MILLERSBURG
STORMWATER FUND 03
FY 2023-2024**

Actual FY 2020-2021	Actual FY 2021-2022	Adopted FY 2022-2023	Account #	STORMWATER PROGRAM RESOURCES	Proposed FY 2023-2024	Approved FY 2023-2024	Adopted FY 2023-2024
346,612	154,556	154,316	03-29-800	BEGINNING FUND BALANCE	67,159	67,159	
1,908	1,269	1,281	03-38-100	INTEREST RECEIVED	2,351	2,351	
18,563	-	5,000	03-31-105	STORMWATER PRIVATE CONSTRUCTION OF PUBLIC INFRASTRUCTURE (PCPI) FEES	-	-	
-	-	-	03-38-900	MISC REVENUE	-	-	
-	-	109,076	03-39-100	TRANSFER FROM GENERAL FUND	196,608	196,608	
-	38,853	-	03-31-550	STORMWATER CONNECTION CHARGES	-	-	
367,083	194,678	269,673		TOTAL STORMWATER PROGRAM RESOURCES	266,118	266,118	-

			Account #	STORMWATER SDC PROGRAM RESOURCES			
-	27,060	27,720		BEGINNING SYSTEM DEVELOPMENT CHARGES (SDC) BALANCE	40,351	40,351	
		1,596		BEGINNING SDC-R BALANCE	2,323	2,323	
		26,124		BEGINNING SDC-I BALANCE	38,028	38,028	
14,520	12,540	13,200	03-31-500	STORMWATER SYSTEM DEVELOPMENT CHARGES (SDC) FEES	14,860	14,860	
		760		STORMWATER SDC-R FEES	856	856	
		12,440		STORMWATER SDC-I FEES	14,004	14,004	
14,520	39,600	40,920		STORMWATER SDC PROGRAM RESOURCES	55,211	55,211	-

381,603	234,278	310,593		TOTAL STORMWATER FUND RESOURCES	321,329	321,329	-
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**CITY OF MILLERSBURG
STORMWATER FUND 03
FY 2023-2024**

Actual FY 2020-2021	Actual FY 2021-2022	Adopted FY 2022-2023	Account #	STORMWATER FUND EXPENDITURES	Proposed FY 2023-2024	Approved FY 2023-2024	Adopted FY 2023-2024
				MATERIALS & SERVICES			
2,916	-	5,000	03-70-210	CONSULTANTS ENGINEERING	5,000	5,000	
18,452	16,986	10,000	03-70-211	PRIVATE CONSTRUCTION OF PUBLIC INFRASTRUCTURE (PCPI) INSPECTION SERVICES	10,000	10,000	
28,552		-	03-70-212	MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4) SUPPORT AND LEGAL FEES	-	-	
1,324	-	30,000	03-70-213	PLANS AND STUDIES	-	-	
-			03-70-214	STORMWATER MASTER PLAN			
30,062	28,242	93,000	03-70-215	STORM DRAINS & DITCHES	88,000	88,000	
		-		STORMFILTER CARTRIDGE REPLACEMENT	-	-	
		20,000		INSPECT AND CLEAN CATCH BASINS AND MANHOLES	20,000	20,000	
		40,000		CLEAN AND TV PIPES	40,000	40,000	
		16,000		BRUSH CLEARING CROOKS CREEK BASIN	16,000	16,000	
		5,000		BACKFLOW VALVE ON 24" PIPE NORTH OF MILLERSBURG DRIVE	-	-	
		5,000		STORMWATER CULVERT IN EASEMENT TO NORTH OAK	-	-	
		5,000		MISCELLANEOUS	10,000	10,000	
		2,000		CMMS CHARGES	2,000	2,000	
-	75	-	03-70-216	EDUCATION AND OUTREACH	1,000	1,000	
-	2,525	20,000	03-70-217	STORMWATER PROGRAM DEVELOPMENT	40,000	40,000	
			03-70-230	REFUNDS	-	-	
81,305	45,303	158,000		TOTAL MATERIALS & SERVICES	144,000	144,000	-
				CAPITAL OUTLAY			
-	-	-	03-70-710	FENCING DETENTION BASINS	-	-	
-	-	-	03-70-711	STORMWATER CONSTRUCTION	-	-	
		-		NORTH TRIBUTARY OF CROOKS CREEK IMPROVEMENTS	-	-	
		-		BECKER RIDGE DETENTION PONDS MODIFICATIONS	-	-	
-	-	-		TOTAL CAPITAL OUTLAY	-	-	-

**CITY OF MILLERSBURG
STORMWATER FUND 03
FY 2023-2024**

				TRANSFERS			
67,085	55,960	91,673	03-70-910	TRANSFER TO GENERAL FUND ADMINISTRATION PERSONNEL SERVICES	102,118	102,118	-
		5,409		5% CITY MANAGER	7,299	7,299	-
		29,740		20% ASSISTANT CITY MANAGER/CITY ENGINEER	32,302	32,302	-
		3,970		5% CITY RECORDER	4,148	4,148	-
		-		0% BILLING/COLLECTION SPECIALIST	-	-	-
		1,534		5% OFFICE ASSISTANT	1,601	1,601	-
		11,215		15% MAINTENANCE SUPERVISOR	12,145	12,145	-
		7,836		15% MAINTENANCE ASSISTANT	8,226	8,226	-
		-		20% INTERN	-	-	-
		31,970		9% BENEFITS	36,396	36,396	-
67,085	55,960	91,673		TOTAL TRANSFERS	102,118	102,118	-
				CONTINGENCY			
-	-	20,000	03-70-800	OPERATING CONTINGENCY	20,000	20,000	

148,390	101,263	269,673		TOTAL STORMWATER FUND EXPENDITURES	266,118	266,118	-
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Actual FY 2020-2021	Actual FY 2021-2022	Adopted FY 2022-2023	Account #	STORMWATER FUND SUMMARY	Proposed FY 2023-2024	Approved FY 2023-2024	Adopted FY 2023-2024
				RESERVE ACCOUNTS			
-	-	40,920	03-70-760	CIP PROJECT LIST	55,211	55,211	-
-	-	40,920		TOTAL RESERVE ACCOUNTS	55,211	55,211	-
233,214	133,015	-		UNAPPROPRIATED ENDING FUND BALANCE	(0)	-	-
233,214	133,015	40,920		TOTAL OTHER STORMWATER FUND REQUIREMENTS	55,211	55,211	-

381,603	234,278	310,593		TOTAL STORMWATER FUND REQUIREMENTS	321,329	321,329	-
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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 system and the treatment system held in joint ownership with the City of Albany.
- Financial participation in projects at the Water Reclamation Facility (WRF) and Talking Water Gardens (TWG) per agreements with the City of Albany.
- To comply with all requirements of the NPDES discharge permit, held by the City of Albany.
- To inspect and maintain the collection system on a systematic, regular basis.
- To respond to wastewater emergencies in a timely manner.
- To provide service for new customers in a timely manner.
- To project future needs and plan for future growth / expansion while maintaining a financially self-supporting utility.

<u>Strategies/Actions</u>			
Strategic Priority	Target Date	Status	Goals/Objectives
Public Infrastructure	Summer-22	Completed	WRF Solids Handling Project
	Summer-22	Completed	Dewatering Equipment Replacement Project
	Fall-23	Pending	Repair MHs at Burkhart and ATI FM Discharges CIP#4042
		Ongoing	MH Inspections
		Ongoing	TV/Clean Pipes
	2024	In Progress	NPDES Discharge Permit Renewal – City of Albany
	2023/24	In Progress	Evaluate capacity of existing pumping station and new sewer route to AM-WRF to address capacity needs
	2023/25	In Progress	Ongoing capital projects at the AM-WRF CIP#4045

**CITY OF MILLERSBURG
SEWER ENTERPRISE UTILITY FUND 04
FY 2023-2024**

Actual FY 2020-2021	Actual FY 2021-2022	Adopted FY 2022-2023	Account #	SEWER UTILITY ENTERPRISE PROGRAM FUND RESOURCES	Proposed FY 2023-2024	Approved FY 2023-2024	Adopted FY 2023-2024
2,110,799	3,435,139	3,007,417	04-29-800	BEGINNING FUND BALANCE	3,439,837	3,439,837	
16,126	10,720	34,212	04-38-100	INTEREST RECEIVED	138,611	138,611	
15,776	1,025	5,000	04-31-105	SEWER PRIVATE CONSTRUCTION OF PUBLIC INFRASTRUCTURE (PCPI) FEES	-	-	
1,067,924	1,172,850	900,000	04-31-100	SEWER USER FEES	1,000,000	1,000,000	
-	-	-	04-31-110	SEWER SERVICE INSTALLATION	-	-	
-	39,325	-	04-31-550	SEWER CONNECTION CHARGES	-	-	
37,013	36,838	36,663	04-38-500	DEQ WETLAND LOAN PAYMENTS FROM ALBANY	36,488	36,488	
-	-	-	04-38-900	MISC REVENUE	-	-	
-	-	-	04-38-950	GRANTS	80,000	80,000	
3,247,638	4,695,897	3,983,292		TOTAL SEWER PROGRAM RESOURCES	4,694,936	4,694,936	-

SEWER SDC PROGRAM RESOURCES							
556,596	430,793	427,552	04-29-100	BEGINNING SYSTEM DEVELOPMENT CHARGES (SDC) BALANCE	520,477	520,477	
		82,978		BEGINNING SDC-R BALANCE	131,977	131,977	
		344,574		BEGINNING SDC-I BALANCE	388,500	388,500	
209,691	88,445	89,980	04-31-500	SEWER SYSTEM DEVELOPMENT CHARGES (SDC) FEES	104,740	104,740	
		51,240		SEWER SDC-R FEES (57% OF TOTAL SDC)	57,646	57,646	
		38,740		SEWER SDC-I FEES (43% OF TOTAL SDC)	47,094	47,094	
766,287	519,238	517,532		TOTAL SEWER SDC PROGRAM RESOURCES	625,217	625,217	-

766,287	519,238	517,532		RESTRICTED FUNDS (SDC'S)	625,217	625,217	-
3,247,638	4,695,897	3,983,292		AVAILABLE RESOURCES	4,694,936	4,694,936	-
4,013,925	5,215,135	4,500,825		TOTAL SEWER UTILITY ENTERPRISE FUND RESOURCES	5,320,153	5,320,153	-

**CITY OF MILLERSBURG
SEWER ENTERPRISE UTILITY FUND 04
FY 2023-2024**

Actual FY 2020-2021	Actual FY 2021-2022	Adopted FY 2022-2023	Account #	SEWER UTILITY ENTERPRISE PROGRAM EXPENDITURES	Proposed FY 2023-2024	Approved FY 2023-2024	Adopted FY 2023-2024
				MATERIALS & SERVICES			
31,912	4,332	20,000	04-80-210	CONSULTANTS - ENGINEERING	20,000	20,000	
11,380	10,192	15,000	04-80-211	PRIVATE CONSTRUCTION OF PUBLIC INFRASTRUCTURE (PCPI) INSPECTION SERVICES	10,000	10,000	
176,927	172,842	200,000	04-80-212	O&M SEWER PLANT	250,000	250,000	
152,938	91,883	256,000	04-80-213	O&M COLLECTION SYSTEM	228,000	228,000	
		10,000		MH REPAIRS	10,000	10,000	
		121,000		TV/CLEAN PIPES	106,000	106,000	
		-		UTILITIES			
		20,000		FLOW MONITORING	27,000	27,000	
		5,000		REPAIRS	5,000	5,000	
		40,000		INDUSTRIAL PRETREATMENT LAB CHARGES	40,000	40,000	
		-		MORNINGSTAR GENERATOR REPAIR	-	-	
		60,000		MAINTENANCE - CITY OF ALBANY	40,000	40,000	
1,324		19,000	04-80-214	RATE AND SYSTEM DEVELOPMENT CHARGES (SDC) STUDY	-	-	
111,230	55,915	40,000	04-80-215	ALBANY-MILLERSBURG WATER RECLAMATION FACILITY LEGAL FEES	50,000	50,000	
15,232	18,246	30,000	04-80-217	SEWER MISCELLANEOUS EXPENSES AND LIFT STATION UTILITIES	30,000	30,000	
-	-	30,000	04-80-218	STUDIES - PERMIT RENEWAL	23,000	23,000	
			04-80-219	FEASIBILITY STUDY	88,000	88,000	
			04-80-230	REFUNDS	-	-	
500,942	353,409	610,000		TOTAL MATERIALS & SERVICES	699,000	699,000	-
				CAPITAL OUTLAY			
-		-	04-80-710	MORNINGSTAR AND ATI PUMP STATION UPGRADES			
23,640	251,616	663,500	04-80-712	WETLANDS/WASTEWATER TREATMENT PLANT CAPITAL PROJECTS	8,000	8,000	
		284,000		WRF SOLIDS HANDLING IMPROVEMENTS (COMPOSTING)	6,000	6,000	
		375,000		DEWATERING EQUIPMENT REPLACEMENT	2,000	2,000	
		-		INFLUENT VFDS	-	-	
		4,500		CLARIFIER DRIVE REPLACEMENT	-	-	
				HYPOCHLORITE SYSTEM IMPROVEMENTS	10,000	10,000	
				SCREENS, GRIT SYSTEM, SWITCHGEAR TESTING, FIRE PANELS	14,000	14,000	
				AUTOMATION, SCADA, IT UPGRADES	7,000	7,000	
				ACID WASH LINE REPLACEMENT	3,000	3,000	
-	-	-	04-80-714	SEWER LINE CONSTRUCTION	-	-	
-	87,650	40,000	04-80-715	SEWER LIFT STATION UPGRADES	40,000	40,000	
		-		BURKHART SEWER LIFT STATION PUMP REPLACEMENT			
		-		MORNINGSTAR LIFT STATION EMERGENCY REPAIR			
		-		CROOKS CREEK LIFT STATION CONTROLS UPGRADES			
		40,000		REPAIR AT BURKHART AND ATI LIFT STATION FORCE MAIN DISCHARGES	40,000	40,000	
		-	04-80-713	SERVICE VEHICLE			
23,640	339,267	703,500		TOTAL CAPITAL OUTLAY	48,000	48,000	-
				DEBT SERVICE			
-	316,207	321,764	04-80-609	DEBT SERVICE TO ALBANY	327,420	327,420	
-	50,000	50,000	04-80-610	WETLAND LOAN PAYMENT TO DEQ	50,000	50,000	
70,254	63,238	56,100	04-80-611	INTEREST PAYMENT TO ALBANY	48,835	48,835	
2,875	2,625	2,375	04-80-613	INTEREST PAYMENT TO DEQ	2,125	2,125	
73,129	115,863	430,239		TOTAL DEBT SERVICE	428,380	428,380	-

**CITY OF MILLERSBURG
SEWER ENTERPRISE UTILITY FUND 04
FY 2023-2024**

TRANSFERS							
92,718	96,543	117,379	04-80-910	TRANSFER TO GENERAL FUND - ADMIN PERSONNEL SERVICES	130,515	130,515	-
		5,409		5% CITY MANAGER	7,299	7,299	-
		29,740		20% ASSISTANT CITY MANAGER/CITY ENGINEER	32,302	32,302	-
		11,909		15% CITY RECORDER	12,445	12,445	-
		14,724		40% BILLING/COLLECTION SPECIALIST	15,905	15,905	-
		3,067		10% OFFICE ASSISTANT	3,202	3,202	-
		3,738		5% MAINTENANCE SUPERVISOR	4,048	4,048	-
		2,612		5% MAINTENANCE ASSISTANT	2,742	2,742	-
		-		20% CECOP INTERN	-	-	-
		46,179		13% BENEFITS	52,572	52,572	-
92,396	95,246	83,947	04-80-920	TRANSFER TO GENERAL FUND ADMINISTRATION - MATERIALS AND SERVICES	114,681	116,481	-
		75,697		GENERAL	106,431	108,231	-
		8,250		BILLING/UTILITY SYSTEM ANNUAL COST	8,250	8,250	-
		258,000	04-80-930	TRANSFER TO ECONOMIC DEVELOPMENT FUND FROM SETTLEMENT	-	-	-
185,114	191,789	459,326		TOTAL TRANSFERS	245,196	246,996	-
CONTINGENCY							
-	-	100,000	04-80-800	OPERATING CONTINGENCY	100,000	100,000	-
782,826	1,000,328	2,303,065		TOTAL SEWER PROGRAM EXPENDITURES	1,520,576	1,522,376	-

SEWER SDC PROGRAM EXPENDITURES							
316,525		-	04-85-610	SDC-R	-	-	-
		-			-	-	-
44,220	63,224	4,000	04-85-202	SDC-I	-	-	-
		4,000		TRANSITION PARKWAY SEWER MAIN	-	-	-
360,745	63,224	4,000		TOTAL SDC EXPENDITURES	-	-	-
360,745	63,224	4,000		TOTAL SEWER SDC PROGRAM EXPENDITURES	-	-	-

1,143,571	1,063,552	2,307,065		TOTAL SEWER UTILITY ENTERPRISE FUND EXPENDITURES	1,520,576	1,522,376	-
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Actual FY 2020-2021	Actual FY 2021-2022	Adopted FY 2022-2023	Account #	SEWER ENTERPRISE UTILITY FUND SUMMARY	Proposed FY 2023-2024	Approved FY 2023-2024	Adopted FY 2023-2024
				RESERVE ACCOUNTS			
		2,193,760	04-80-760	CIP PROJECT LIST	3,799,577	3,797,777	
-	-	2,193,760		TOTAL RESERVE ACCOUNTS	3,799,577	3,797,777	-
2,870,355	4,151,583	(0)		UNAPPROPRIATED ENDING FUND BALANCE	(0)	(0)	-
2,870,355	4,151,583	2,193,760		TOTAL OTHER SEWER FUND REQUIREMENTS	3,799,577	3,797,777	-

4,013,925	5,215,135	4,500,825		TOTAL SEWER FUND REQUIREMENTS	5,320,153	5,320,153	-
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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.
- To meet the requirements of the Water Management and Conservation Plan, including an annual water audit, leak detection program, and meter testing program.
- To comply with Lead and Copper Rule Revision (LCRR) issued by EPA.

Strategies/Actions

Strategic Priority	Target Date	Status	Goals/Objectives
Public Infrastructure	Summer-22	In Progress	Transfer Services from AC Pipe in Old Salem Road north of Truax Creek CIP#5004
	Spring-25	In Design	Extension of water line with Transition Parkway CIP#5018
	Summer-24	Pending	Extension of water line Arnold Road to western industrial property and completion of main to connect with new water line in Transition Parkway (by developer)
	2023/25	In Progress	A-M WTP Capital Projects CIP#5023 and CIP#5024
	October-24	Pending	Complete lead service line inventory

**CITY OF MILLERSBURG
WATER ENTERPRISE UTILITY FUND 05
FY 2023-2024**

Actual FY 2020-2021	Actual FY 2021-2022	Adopted FY 2022-2023	Account #	WATER UTILITY ENTERPRISE FUND RESOURCES	Proposed FY 2023-2024	Approved FY 2023-2024	Adopted FY 2023-2024
1,443,198	1,932,643	1,809,306	05-29-800	BEGINNING FUND BALANCE	2,263,282	2,263,282	
25,115	16,695	38,969	05-38-100	INTEREST RECEIVED	46,087	46,087	
13,877	1,942	5,000	05-31-105	WATER PRIVATE CONSTRUCTION OF PUBLIC INFRASTRUCTURE (PCPI) FEES	-	-	
32,819	22,630	20,000	05-31-110	WATER SERVICE INSTALLATION	5,000	5,000	
908,090	1,114,297	1,000,000	05-31-100	WATER USER FEES	1,100,000	1,100,000	
-	38,018	-	05-31-550	WATER CONNECTION CHARGES	-	-	
			05-38-950	GRANTS	-	-	
2,423,100	3,126,224	2,873,275		TOTAL WATER PROGRAM RESOURCES	3,414,369	3,414,369	-

Actual FY 2020-2021	Actual FY 2021-2022	Adopted FY 2022-2023	Account #	WATER SDC PROGRAM RESOURCES	Proposed FY 2023-2024	Approved FY 2023-2024	Adopted FY 2023-2024
930,715	572,812	538,235	05-29-100	BEGINNING SYSTEM DEVELOPMENT CHARGES (SDC) BALANCE	370,281	370,281	
		372,393		BEGINNING SDC-R BALANCE	369,546	369,546	
		165,842		BEGINNING SDC-I BALANCE	735	735	
177,406	62,605	59,700	05-31-500	WATER SYSTEM DEVELOPMENT CHARGES (SDC) FEES	63,019	63,019	
		38,880		WATER SDC-R FEES	37,190	37,190	
		20,820		WATER SDC-I FEES	25,829	25,829	
1,108,121	635,417	597,935		TOTAL WATER SDC PROGRAM RESOURCES	433,300	433,300	-

1,108,121	635,417	597,935		RESTRICTED FUNDS (SDC'S)	433,300	433,300	-
2,423,100	3,126,224	2,873,275		AVAILABLE RESOURCES	3,414,369	3,414,369	-
3,531,221	3,761,641	3,471,210		TOTAL WATER UTILITY ENTERPRISE FUND RESOURCES	3,847,670	3,847,670	-

**CITY OF MILLERSBURG
WATER ENTERPRISE UTILITY FUND 05
FY 2023-2024**

Actual FY 2020-2021	Actual FY 2021-2022	Adopted FY 2022-2023	Account #	WATER UTILITY ENTERPRISE FUND EXPENDITURES	Proposed FY 2023-2024	Approved FY 2023-2024	Adopted FY 2023-2024
				MATERIALS & SERVICES			
2,623	7,959	20,000	05-90-210	CONSULTANT - ENGINEERING	5,000	5,000	
11,071	10,192	15,000	05-90-211	PRIVATE CONSTRUCTION OF PUBLIC INFRASTRUCTURE (PCPI) INSPECTION SERVICES	15,000	15,000	
93,191	148,502	215,000	05-90-212	OPERATION & MAINTENANCE (O&M) TRANSMISSION LINES	219,000	219,000	
		20,000		CUSTOMER SERVICE	20,000	20,000	
		15,000		UTILITY LOCATES	15,000	15,000	
		40,000		NEW SERVICES	40,000	40,000	
		15,000		REPAIRS	15,000	15,000	
		6,000		WATER QUALITY SAMPLING	7,000	7,000	
		10,000		METER READING	10,000	10,000	
		2,000		HYDRANT CLEANING/PAINTING	-	-	
		60,000		VALVE SURVEY	60,000	60,000	
		12,000		SYSTEM FLUSHING	12,000	12,000	
		15,000		LEAK DETECTION	15,000	15,000	
		20,000		METER REPLACEMENT AND TESTING	25,000	25,000	
223,941	214,063	300,000	05-90-213	OPERATION & MAINTENANCE (O&M) WATER TREATMENT PLANT	350,000	350,000	
8,793	6,986	10,000	05-90-214	OMI SERVICES FOR DIRECT RESPONSIBLE CHARGE (DRC) WATER SYSTEM OPERATOR	10,000	10,000	
-	30,052	5,000	05-90-218	REPORTS AND STUDIES	30,000	30,000	
		5,000		WATER MANAGEMENT AND CONSERVATION PLAN	-	-	
				ALBANY WATER MASTER PLAN	30,000	30,000	
		-	05-90-215	LEAK DETECTION	-	-	
		-	05-90-216	RATE AND SYSTEM DEVELOPMENT CHARGES (SDC) STUDY	-	-	
		-	05-90-217	MERCHANT FEES	-	-	
		-		POSTAGE	-	-	
			05-90-230	REFUNDS	-	-	
339,619	417,753	565,000		TOTAL MATERIALS & SERVICES	629,000	629,000	-
				CAPITAL OUTLAY			
		-	05-90-710	WATER LINE CONSTRUCTION	-	-	
62,578	18,346	-	05-90-711	WATER TREATMENT PLANT CAPITAL PROJECTS	16,000	16,000	
				ACID WASH LINE	5,000	5,000	
				IT AND SCADA UPGRADES	11,000	11,000	
				VFD REPLACEMENT			
		-	05-90-712	SERVICE VEHICLE	-	-	

**CITY OF MILLERSBURG
WATER ENTERPRISE UTILITY FUND 05
FY 2023-2024**

62,578	18,346	-		TOTAL CAPITAL OUTLAY	16,000	16,000	-
				DEBT SERVICE			
	382,000	390,000	05-90-610	LOAN PAYMENT	403,000	403,000	
51,104	40,509	29,377	05-90-611	INTEREST PAYMENT	17,879	17,879	
51,104	40,509	419,377		TOTAL DEBT SERVICE	420,879	420,879	-
				TRANSFERS			
96,030	99,954	133,277	05-90-910	TRANSFER TO GENERAL FUND ADMINISTRATION - PERSONNEL SERVICES	147,871	147,871	-
		5,409		5% CITY MANAGER	7,299	7,299	-
		29,740		20% ASSISTANT CITY MANAGER/CITY ENGINEER	32,302	32,302	-
		11,909		15% CITY RECORDER	12,445	12,445	-
		5,996		5% COMMUNITY DEVELOPMENT DIRECTOR	6,521	6,521	-
		14,724		40% BILLING/COLLECTION SPECIALIST	15,905	15,905	-
		3,067		10% OFFICE ASSISTANT	3,202	3,202	-
		7,477		10% MAINTENANCE SUPERVISOR	8,097	8,097	-
		5,224		10% MAINTENANCE ASSISTANT	5,484	5,484	-
		-		20% CECOP INTERN	-	-	-
		49,731		14% BENEFITS	56,616	56,616	-
92,396	95,246	83,947	05-90-920	TRANSFER TO GENERAL FUND ADMINISTRATION - MATERIALS AND SUPPLIES	114,681	116,481	-
		75,697		GENERAL	106,431	108,231	-
		8,250		BILLING/UTILITY SYSTEM ANNUAL COST	8,250	8,250	-
188,426	195,200	217,224		TOTAL TRANSFERS	262,552	264,352	-
				CONTINGENCY			
		100,000	05-90-800	OPERATING CONTINGENCY	100,000	100,000	
641,727	671,809	1,301,601		TOTAL WATER PROGRAM EXPENDITURES	1,428,430	1,430,230	-

Actual FY 2020-2021	Actual FY 2021-2022	Adopted FY 2022-2023	Account #	WATER SDC PROGRAM EXPENDITURES	Proposed FY 2023-2024	Approved FY 2023-2024	Adopted FY 2023-2024
369,000	16,415	400,000	05-95-610	SDC-R	375,000	375,000	
		67,000		SEISMIC AND RW PS VALVES REPLACEMENT	-	-	
		33,000		VFD REPLACEMENT	-	-	
		300,000		TRANSFER SERVICES FROM AC PIPE NORTH OF TRUAX CREEK	125,000	125,000	
				TRANSITION PARKWAY WATER MAIN	250,000	250,000	
-	203,913	11,000	05-95-611	SDC-I	-	-	
		11,000			-	-	
		225,000	05-95-621	SDC-I RSIS REIMBURSABLE	-	-	
		225,000		TRANSITION PARKWAY WATER MAIN			
369,000	220,328	636,000		TOTAL SDC EXPENDITURES	375,000	375,000	-
369,000	220,328	636,000		TOTAL WATER SDC PROGRAM EXPENDITURES	375,000	375,000	-

**CITY OF MILLERSBURG
WATER ENTERPRISE UTILITY FUND 05
FY 2023-2024**

1,010,727	892,137	1,937,601		TOTAL WATER UTILITIY ENTERPRISE FUND EXPENDITURES	1,803,430	1,805,230	-
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Actual FY 2020-2021	Actual FY 2021-2022	Adopted FY 2022-2023	Account #	WATER ENTERPRISE UTILITY FUND SUMMARY	Proposed FY 2023-2024	Approved FY 2023-2024	Adopted FY 2023-2024
				RESERVE ACCOUNTS			
-	-	1,533,609	05-90-760	CIP PROJECT LIST	2,044,239	2,042,439	
-	-	1,533,609		TOTAL RESERVE ACCOUNTS	2,044,239	2,042,439	-
2,520,493	2,869,504	0		UNAPPROPRIATED ENDING FUND BALANCE	0	0	-
2,520,493	2,869,504	1,533,609		TOTAL OTHER WATER FUND REQUIREMENTS	2,044,239	2,042,439	-
3,531,221	3,761,641	3,471,210		TOTAL WATER FUND REQUIREMENTS	3,847,670	3,847,670	-

FUND NARRATIVE

Economic Development Fund: (06-30)

Responsible Manager/Title: Kevin Kreitman, City Manager

Functions and Responsibilities

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

Strategies/Actions

Strategic Priority	Target Date	Status	Goals/Objectives
Public Infrastructure	Spring-25	In Design	Design/Construction extension Transition Parkway, buffer/linear park, and water line
	Summer-24	Pending	Extension of water line Arnold Road to western industrial property and completion of main to connect with new water line in Transition Parkway (by developer)
	Summer-24	Pending	Construction of western access road (by developer)

**CITY OF MILLERSBURG
ECONOMIC DEVELOPMENT FUND 06
FY 2023-2024**

Actual FY 2020-2021	Actual FY 2021-2022	Adopted FY 2022-2023	Account #	ECONOMIC DEVELOPMENT FUND RESOURCES	Proposed FY 2023-2024	Approved FY 2023-2024	Adopted FY 2023-2024
		-	06-29-800	BEGINNING FUND BALANCE	100,000	100,000	
		-	06-38-100	INTEREST RECEIVED	1,750	1,750	
		-	06-38-700	PROPERTY SALES	7,000,000	7,000,000	
		-	06-32-100	GRANTS	1,500,000	1,500,000	
				SPWF GRANT FOR WATER INFRASTRUCTURE	500,000	500,000	
				IOF GRANT FOR STREET INFRASTRUCTURE	1,000,000	1,000,000	
		328,000	06-39-100	TRANSFERS	971,000	971,000	
		70,000		TRANSFER FROM GENERAL FUND			
				TRANSFER FROM PARKS SDCS			
				TRANSFER FROM STREET SDCS	971,000	971,000	
				TRANSFER FROM WATER SDCS	-	-	
		258,000		TRANSFER FROM SEWER FUND			
-	-	328,000		TOTAL ECONOMIC DEVELOPMENT FUND RESOURCES	9,572,750	9,572,750	-

Actual FY 2020-2021	Actual FY 2021-2022	Adopted FY 2022-2023	Account #	ECONOMIC DEVELOPMENT FUND EXPENDITURES	Proposed FY 2023-2024	Approved FY 2023-2024	Adopted FY 2023-2024
				MATERIALS & SERVICES			
		30,000	06-60-210	WETLAND CONSULTANTS	10,000	10,000	
		50,000	06-60-211	ENGINEERING CONSULTANTS	50,000	50,000	
		10,000	06-60-212	RADON CONSULTANTS	10,000	10,000	
			06-60-229	ECONOMIC DEVELOPMENT SERVICES	50,000	50,000	
		50,000	06-60-230	LEGAL SERVICES	50,000	50,000	
			06-60-240	MASTER PLANNING	30,000	30,000	
				COMMERCIAL AREA	30,000	30,000	
		140,000		TOTAL MATERIALS & SERVICES	200,000	200,000	-
				CAPITAL OUTLAY			
		188,000	06-60-710	TRANSITION PARKWAY DESIGN	857,000	857,000	
				LINEAR PARK	170,000	170,000	
				WATER LINE	216,000	216,000	
				STREETS	471,000	471,000	
			06-60-711	TRANSITION PARKWAY CONSTRUCTION	1,650,000	1,650,000	
				LINEAR PARK	150,000	150,000	
				WATER LINE	1,000,000	1,000,000	
				STREETS	500,000	500,000	
-	-	188,000		TOTAL CAPITAL OUTLAY	2,507,000	2,507,000	-
				TRANSFERS			
-	-	-		TOTAL TRANSFERS	-	-	-

**CITY OF MILLERSBURG
ECONOMIC DEVELOPMENT FUND 06
FY 2023-2024**

				CONTINGENCY			
			06-90-800	OPERATING CONTINGENCY		100,000	100,000

-	-	328,000		TOTAL ECONOMIC DEVELOPMENT FUND EXPENDITURES	2,807,000	2,807,000	-
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Actual FY 2020-2021	Actual FY 2021-2022	Adopted FY 2022-2023	Account #	ECONOMIC DEVELOPMENT FUND SUMMARY	Proposed FY 2023-2024	Approved FY 2023-2024	Adopted FY 2023-2024
				RESERVE ACCOUNTS			
-	-	-	06-90-760	ECONOMIC DEVELOPMENT RESERVE	6,765,750	6,765,750	-
-	-	-		TOTAL RESERVE ACCOUNTS	6,765,750	6,765,750	-
-	-	-		UNAPPROPRIATED ENDING FUND BALANCE	-	-	-
-	-	-		TOTAL OTHER ECONOMIC DEVELOPMENT FUND REQUIREMENTS	6,765,750	6,765,750	-

-	-	328,000		TOTAL ECONOMIC DEVELOPMENT FUND REQUIREMENTS	9,572,750	9,572,750	-
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