

June 29, 2023 at 7pm
City Council Meeting (*Special Session*)
Audio/Video Teleconference
Oakridge City Hall & Zoom
48318 E. 1st Street
Oakridge OR, 97463
SPECIAL SESSION



1. CALL MEETING TO ORDER
2. Pledge of Allegiance
3. Roll Call
4. Additions, Corrections or Adjustments to the Agenda
5. Public Comment

Individual speakers must be recognized by the presiding officer, provide their name and address, and are allowed up to 3 minutes to speak. The Council will not engage in discussion or make any decisions during public comment. The Council may take comments under advisement for discussion and action at a future Council meeting.

6. Mayor Comments / Announcements / Proclamations
7. Council Comments / Announcements
8. Business from the City Council
9. Ordinances and Resolutions (with Public Comment)

- 9.1 Resolution 14-2023 Schedule of Fees beginning Fiscal Year 2023-2024 (1st Reading)
- 9.2 Resolution 11-2023 Adoption of the Approved FY 2023-2024 Budget (2nd Reading)
- 9.3 Ordinance 940 - Fireworks Prohibition During "Extreme" Fire Danger (2nd Reading)

10. Public Comment
11. Adjourn

This will be a remote participation meeting. Citizens have four ways of attending and commenting:

1. **On your computer, tablet or smartphone go to <https://us02web.zoom.us/j/3664311610>**
2. **On your telephone, dial: 669-900-9128, then enter Meeting ID: 366 431 1610.**
3. **Send comments by email to: cityadministrator@ci.oakridge.or.us by 2pm the day of the meeting.**
4. **Attend in person at City Hall (48318 E. 1st Street).**

Detailed instructions are available at City Hall, on the city website, and the city Facebook page.

Videos of all City Council meetings can be found on YouTube at www.youtube.com/@cityofOakridgeCouncilComm8088

Accommodation for Physical Impairments: *In order to accommodate persons with physical impairments, please notify the City of any special physical or language accommodations you may require as far in advance of the meeting as possible. To make arrangements, Contact City Hall at 541-782-2258. For the hearing impaired, the City's TTD Number is 541-782-4232.*



**City of Oakridge - Fee Schedule
Effective: July 1, 2023
(Exhibit A - Resolution 14-2023)**

Administration

Lien Search Fee	\$30
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Ambulance

Ambulance Transport (Resident)	\$2,000
plus per mile charge	\$35
Ambulance Transport (<i>Non-Resident</i>)	\$2,500
plus per mile charge	\$35
Extra Attendant	\$55/hr Resident \$70/hr Non-Resident
Waiting Time	\$65/hr Resident \$80/hr Non-Resident
Sit Up Patients	60% of the base rate
Ambulance Aid Call	60% of the base rate

Animal Control & Licenses

Dog Licenses	1 year \$20 3 years \$40 Lifetime Microchipped \$50
Spayed/Neutered, Seniors (65+), and Support Animal	1 year \$10 3 years \$20 Lifetime Microchipped \$25
Cat Registration (not required)	Lifetime \$20
Animal Impound Fees	
First Time	\$40
Second Time	\$80
Third Time (or more)	\$120
Kennel Fee (per day)	\$40

Business Licenses

\$100 per year, \$20 per month late fee
(Exempt if gross income under \$5,000/year)

Burn Permits

1-year Burn Permit \$15 per year
1-Year Permit for Seniors (65+) \$10 per year

City Facility Rental Rates

Refundable Cleaning/Damage Deposit for *all* Rentals \$100 per rental

Greenwaters Park

Community Building \$80/day
Sheltered Picnic Area \$40/day
Amphitheater \$500/day
Entire Park \$1,000/day

Willamette Activity Center

Rooms, Kitchen \$50 per day
Gym \$100 per day

Oakridge Fire Hall \$50 per day
City Hall Conference Room \$50 per day
Osprey Park \$100 per day
Salmon Creek Park \$100 per day
Diamond View Park \$100 per day
OIP Disc Golf Course \$500 per day
OIP Lots \$200 per day

Event Signs \$5 per day per sign
\$20 per sign per entire event (*up to 2 weeks*)

Fire Department

For responses outside city limits and not involving residents or property owners in the City of Oakridge, City of Westfir, or the Hazeldell Rural Fire Protection District, the following rates apply:

\$250 *minimum* Response Charge

Full-time staff – Current hourly rate

Part-time staff – Current PeopleReady rate

Volunteers & Apparatus response – Billed at the most current Oregon State Fire Marshal

Mobilization Plan rates

FireMed Memberships

Fire Med Basic	\$80
Fire Med Plus (with Life Flight)	\$145

Library

Overdue Fines	\$0.25 per day up to replacement cost
Copies	\$0.35
Replacement Library Cards	\$5
Non-Resident Library Cards	\$30 per year

Liquor License

Renewal Application	\$75 per year, \$20 per month late fee
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Photocopies/Faxes

Copies	\$0.35
Legal (size)	\$0.50
Color	\$1.25
Faxes	\$2.00 per page

Planning Permits

Pre-Development Meeting	\$130
Pre-Development Conference	\$250
Minor Site Review	\$300
Major Site Review	\$700
Floodplain Development	\$300
Appeal	\$500
Conditional Use Permit	\$1000
Temporary Use Permit	\$300
Annexation	\$1000
Variance	\$750
Zone Change	\$1000
Zoning or Ordinance Amendment	\$650
Comprehensive Plan Amendment	\$1000
Comprehensive Plan Map Amendment	\$1500
Property Line Adjustment	\$500
Partition Tentative Plan	\$1050
Partition Final Plat	\$200
Subdivision Tentative Plan	\$2500
Subdivision per parcel	\$50
Subdivision Final Plat	\$200
PUD Tentative Plan	\$3000
PUD per Parcel	\$50
PUD Final Plat	\$200

**City Staff to determine complexity of review*

Police Department

Vehicle Impound Fee	\$150
Vehicle Impound Storage Fee	\$50 per day
Fingerprints	\$25
Monthly Enforcement and Abatement Fee	\$1000

Public Records Requests

The minimum flat-rate fee for responding to Public Records Requests is \$10 for requests requiring 15 minutes of less to fulfill. The fee for fulfilling requests requiring more than 15 minutes of staff time is the fully loaded hourly rate for the specific staff member assigned to fulfill the request (assignment at the discretion of department head or City Administrator), with billing increments set at one quarter hour.

Public Safety Fee \$22 per month

Public Works Charges and Fees

Water Connection (tap) Charge:

¾" Meter	\$1500
1" Meter	\$1700
1 ½" Meter	\$4100
2" Meter	\$4500
3" Meter	\$4100 Deposit with Final cost determined during installation
4" Meter	\$5500 Deposit with Final cost determined during installation

Sewer Connection (tap) Charge

Single Dwelling	\$700
Multiple Dwelling Units 6" Connection	\$750 Plus \$50 for each additional unit using same tap
Other Buildings 6" Connection	\$750 Plus \$50 for each additional unit using same tap
Manufactured/mobile Home Parks 6" Connection	\$750 Plus \$50 for each additional unit using same tap

Monthly Water Service Charges
(Increased every July 1 by the CPI-W)

Residential (base rate includes 1st 1,000 gallons used)

Meter Size	Base Rate	Fire Flow	Use Rate
Up to 1"	\$ 44.03	\$1.00	\$3.97/1,000 gal.

Commercial

Meter Size	Base Rate	Fire Flow	Use Rate
¾"	\$44.04	\$1.00	\$4.74/1,000 gal.
1"	\$69.51	\$1.00	\$4.74/1,000 gal.
1 ½"	\$143.46	\$1.00	\$4.74/1,000 gal.
2"	\$244.26	\$1.00	\$4.76/1,000 gal.
3"	\$521.06	\$1.00	\$4.76/1,000 gal.
4"	\$952.26	\$1.00	\$4.76/1,000 gal.

Water users outside the City shall pay the rates as calculated above plus 100%.

Monthly Sewer Service Charges (Increased every July 1 by the CPI-W)

<i>Type of Dwelling, Unit or Use</i>	<i>Base Rate per Month</i>
Individual detached residential dwelling	\$40.56
Any combination of dwelling units, hotels, rooming houses, apartments, mobile home parks without RV spaces.	\$38.44 per occupied unit
Mobile home parks with RV spaces	\$38.01 for the first 19,000 gal. water plus; \$37.99 for each additional 5,000 gal. of water used.
Any combination of businesses, or businesses and dwellings	\$38.44 per dwelling or business unit plus; \$38.44 per 5,000 gal. of water used after allowing for 5,000 gal. per dwelling and 19,000 gal. per business.
Industrial user with primarily industrial waste	Established by the Council based on an analysis of

expected flows and nature of waste

Water Service Restoration Charge

Regular hours service call	\$60.00
After hours service call	\$90.00
Processing fee for delinquency first time	\$60.00
Processing fee for delinquency thereafter	\$75.00

Stormwater Charge \$3.07 monthly

Excavation Permit Fees

50 cubic yards or less	No fee
51-100 cubic yards	\$20
101-1,000 cubic yards	\$25
10,001-100,000	\$30 for the first 10,000 cubic yards
Each additional 10,000	\$20
100,001-200,000 cubic yards	\$150 for the first 100,000 cubic yards
Each additional 10,000	\$15
200,001 and up	\$325 for the first 200,000 cubic yards
Each additional 10,000	\$10

Grading Permit Fees

50 cubic yards or less	\$20
51-100 cubic yards	\$25
101-1,000 cubic yards	\$25 for the first 100 cubic yards
Each additional 100	\$15
1,001-10,000 cubic yards	\$85 for the first 1,000 cubic yards
Each additional 1,000	\$11
10,000-100,000 cubic yards	\$200 for the first 10,000 cubic yards
Each additional 10,000	\$40

Public Improvement Permit \$60
(sidewalk, curb & gutter, driveway, and drainage permit)

Social Gambling License

Owner	\$250
Non-owner	\$100

Tobacco Sales License

\$75 a year, \$20 per month late fee

Approved and passed by Oakridge City Council Resolution 14-2023, effective July 1, 2023

RESOLUTION NO. 14-2023

**A RESOLUTION REPEALING AND REPLACING RESOLUTION 08-2021
AND ESTABLISHING A NEW FEE SCHEDULE
FOR CITY SERVICES, PERMITS, AND APPLICATIONS**

WHEREAS, the City of Oakridge City Council desires to repeal and replace Resolution 08-2021 and the associated Fee Schedule for City services, permits, applications, and other fees, and replace it with the attached new Fee Schedule, effective July 1, 2023, and;

WHEREAS, the City of Oakridge presently charges for a variety of services, permits and applications, and other fees, and;

WHEREAS, the city Council agrees that administration of the various charges would be greatly simplified if all such charges would be consolidated into one resolution where both city staff and the citizens of the City of Oakridge could determine any of the fees charged by City.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Oakridge, Oregon that the fees set forth in the attached exhibit shall be charged for the appropriate service, permit, and/or application fees, **effective July 1, 2023.**

PASSED BY THE COUNCIL OF THE CITY OF OAKRIDGE THIS _____ day of _____, 2023.

APPROVED AND SIGNED BY THE MAYOR OF THE CITY OF OAKRIDGE THIS ____ day of _____, 2023.

SIGNED: _____
Bryan Cutchen, Mayor

ATTEST: _____
Jackie Taylor, City Recorder

AYES:

NAYS:

Business of the City Council

City of Oakridge, Oregon

June 29, 2023

Agenda Title: Resolution 14-2023 – New Fee Schedule for Fiscal Year 2023-2024
(1st Reading)

Proposed Council Action: A motion from the floor to approve

Agenda Item No: 9.1

Exhibits: Resolution 14-2023 with new Fee Schedule, Old/Current Fee Schedule (2021), Charts

Agenda Bill Author: CA, Zylstra, Fire & Police Chiefs, Admin Committee

ISSUE: City fees should be regularly reviewed for consistency with similar cities and for cost effectiveness. After receiving input and recommendations from Rick Zylstra (Public Works), Chief Scott Hollett (Fire Department), Chief Kevin Martin (Police Department), and the Administration Committee, the City has drafted a Resolution (#14-2023) which would establish a new Fee Schedule, effective July 1, 2023 (the start of FY 23-24). The similar cities we considered and compared our fees with include Veneta, Creswell, Florence, and Eugene. For more background info, see the attached data charts and the old/current Fee Schedule from 2021. This is a 1st Reading of the proposed resolution.

FISCAL IMPACT: TBD

OPTIONS: 1) Adopt the proposed new Fee Schedule by adopting Resolution 14-2023 (*with or without certain modifications*).
2) Direct the CA to make certain changes to the proposed new Fee Schedule and bring the Resolution back to Council at the next meeting.

RECOMMENDATION: Option #1

RECOMMENDED MOTION 1: “I move we approve the recommended changes to the city’s Fee Schedule by approving the 1st reading of Resolution 14-2023 (*...with the following modifications _____ (if any)*).”

RECOMMENDED MOTION 2 (if 1st vote is *unanimous*): “I move we adopt the recommended changes to the Fee Schedule by approving the 2nd reading of Resolution 14-2023 by title only (*...with the modifications mentions during the 1st Motion (if any)*).”

STRATEGIC THEMES/GOALS INVOLVED:

Theme 2 (Responsive Government), Goal #1: In an open and transparent manner, effectively deliver services that citizens need, want, and support.

Theme 2 (Responsive Government), Goal #3: Manage finances in a fiscally responsible manner ensuring long term financial stability.

Theme 4 (Community Livability), Goal #2: Find creative ways to work with public and private partners to increase access to housing.

Theme 4 (Community Livability), Goal #3: Seek opportunities to revitalize the City’s business corridors and neighborhoods to provide safe and beautiful places to live and work.

Public Works Fees – Proposed Changes Chart

Water rates – no recommended change beyond the current yearly CPI increase.

Water Connections (Tap) Charges

Water Connection (tap) Charges	Current Charge		Proposed charge	
3/4" meter	\$ 500	or cost of installation, whichever is greater	\$ 1,500.00	Or cost of installation, whichever is greater
1" meter	\$ 550	or cost of installation, whichever is greater	\$ 1,700.00	Or cost of installation, whichever is greater
1-1/2" meter	\$ 750	or cost of installation, whichever is greater	\$ 4,100.00	Or cost of installation, whichever is greater
2" meter	\$ 1,000	or cost of installation, whichever is greater	\$ 4,500.00	Or cost of installation, whichever is greater
3" meter*	N/A	Final cost determined during install	\$ 4100.00 deposit	Final cost determined during install
4" meter*	N/A	Final cost determined during install	\$ 5500 .00 deposit	Final cost determined during install

* New Charge/changed for clarity

Sewer Connection (Tap) Charges

Sewer (tap) Connection Charges	Current Charge		Proposed charge	
Single Dwelling Unit - 4" connection	\$ 400		\$ 700.00	
Multiple Dwelling units - 6" Connection	\$ 400	Plus \$50 each additional unit using same tap	\$ 750.00	plus \$50 for each additional unit using same tap
Other Buildings - 6" Connection	\$ 400	Plus \$50 each additional unit using same tap	\$ 750.00	plus \$50 for each additional unit using same tap
Mobile/Manufactured Home Parks - 6" Connection	\$ 400	Plus \$50 each additional unit using same tap	\$ 750.00	plus \$50 for each additional unit using same tap

Water Service Restoration Charge

Water Service Restoration Charge	Current Charge	Proposed charge
Regular hours service call	\$ 30	\$ 60
After hours service call	\$ 50	\$ 90

For background info please see Chart at end on agenda bill

Planning Fees & Permits - Proposed Changes Chart

Type of Permit

General and Site Reviews	Current Charge	Proposed Charge
Pre-development Conference*	No Charge	\$ 250
Pre-development Meeting (all Permits)*	No Charge	\$ 130
Minor Site Review**	\$ 300	\$ 300
Major Site Review**	\$ 700	\$ 700
Floodplain Development*	No Charge	\$ 300
Appeal	\$ 300	\$ 500

Use and Regulation	Current Charge	Proposed Charge
Conditional Use Permit	\$ 300	\$ 1,000
Temporary Use Permit	\$ 250	\$ 300
Annexation	\$ 1,600	\$ 1,000
Variance	\$ 220	\$ 750
Zone Change	\$ 400	\$ 1,000
Comp Plan Amendment**	\$ 1,100	\$ 1,000
Comp Plan Map Amendment**	\$ 1,100	\$ 1,500
Zoning or Ord Amend**	\$ 400	\$ 650

Land Division	Current Charge	Proposed Charge
Property Line Adjustment*	No Charge	\$ 500
Partition Tentative Plan**	\$ 150	\$ 1,050
Partition Final Plat*	No Charge	\$ 200
Subdivision Tentative Plan**	\$ 1,000	\$ 2,500
Subdivision per parcel	\$ 250	\$ 50
Subdivision Final Plat*	No Charge	\$ 200
PUD Tentative Plan*	\$ 320	\$ 3,000
PUD per Parcel	\$ 20	\$ 50
PUD Final Plat*	No Charge	\$ 200

* = new category of charge

** = Changed for clarity

Proposed Public Works Fees – Background Information

Water Connection (tap) Charges	Current Charge		Proposed charge		Parts Cost	Manhours	Manhours costs	Minimum cost to city	Average cost to city	Max cost to city
3/4" meter	\$ 500	or cost of installation, whichever is greater	\$ 1,500.00	Or cost of installation, whichever is greater	\$ 1,238.27	3 to 6	\$180 to \$360	\$ 1,418.27	\$ 1,508.27	\$ 1,598.27
1" meter	\$ 550	or cost of installation, whichever is greater	\$ 1,700.00	Or cost of installation, whichever is greater	\$ 1,448.17	3 to 6	\$180 to \$360	\$ 1,628.17	\$ 1,718.17	\$ 1,808.17
1-1/2" meter	\$ 750	or cost of installation, whichever is greater	\$ 4,100.00	Or cost of installation, whichever is greater	\$ 3,753.15	4 to 8	\$240 to \$480	\$ 3,993.15	\$ 4,113.15	\$ 4,233.15
2" meter	\$ 1,000	or cost of installation, whichever is greater	\$ 4,500.00	Or cost of installation, whichever is greater	\$ 4,209.87	4 to 8	\$240 to \$480	\$ 4,449.87	\$ 4,569.87	\$ 4,689.87
3" meter*	N/A	Final cost determined during install	\$ 4100.00 deposit	Final cost determined during install	\$ 4,113.89	8 to 16	\$480 to \$960	\$ 4,593.89	\$ 4,833.89	\$ 5,073.89
4" meter*	N/A	Final cost determined during install	\$ 5500.00 deposit	Final cost determined during install	\$ 5,482.32	8 to 16	\$480 to \$960	\$ 5,962.32	\$ 6,202.32	\$ 6,442.32

Sewer (tap) Connection Charges	Current Charge		Proposed charge		Parts Cost	Manhours	Manhours costs	Minimum cost to city	Average cost to city	Max cost to city
Single Dwelling Unit - 4" connection	\$ 400		\$ 700.00		\$ 151.65	6 to 12	\$360 to \$720	\$ 511.65	\$ 691.65	\$ 871.65
Multiple Dwelling units - 6" Connection	\$ 400	Plus \$50 each additional unit using same tap	\$ 750.00	plus \$50 for each additional unit using same tap	\$ 199.04	6 to 12	\$360 to \$720	\$ 559.04	\$ 739.04	\$ 919.04
Other Buildings - 6" Connection	\$ 400	Plus \$50 each additional unit using	\$ 750.00	plus \$50 for each additional unit using	\$ 199.04	6 to 12	\$360 to \$720	\$ 559.04	\$ 739.04	\$ 919.04
Mobile/Manufactured Home Parks - 6" Connection	\$ 400	Plus \$50 each additional unit using same tap	\$ 750.00	plus \$50 for each additional unit using same tap	\$ 199.04	6 to 12	\$360 to \$720	\$ 559.04	\$ 739.04	\$ 919.04

Water Service Restoration Charge	Current charge	Proposed charge	cost to city
Regular hours service call	\$ 30	\$ 60	1 hour x \$60 loaded wage
After hours service call	\$ 50	\$ 90	1.5 hour x \$60 loaded wage

Proposed Planning Permit Fees – Comparison Chart

Type of Permit	Current Charge	Proposed Charge	Veneta	Creswell	Florence	Average outside of Oakridge
General and Site Reviews						
Pre-development Conference*	No Charge	\$ 250	\$ 500	\$ 150	\$ 173	\$ 274.33
Pre-development Meeting (all Permits)*	No Charge	\$ 130	\$ 130	\$ 150	\$ 173	\$ 151.00
Minor Site Review**	\$ 300	\$ 300	\$ 1,700	N/A	\$ 261	\$ 980.50
Major Site Review**	\$ 700	\$ 700	\$ 1,700	N/A	\$ 292	\$ 996.00
Floodplain Development*	No Charge	\$ 300	\$ 450	N/A	\$ 150	\$ 300.00
Appeal	\$ 300	\$ 500	\$ 875	\$ 300	\$ 547	\$ 574.00
Use and Regulation						
Conditional Use Permit	\$ 300	\$ 1,000	\$ 1,125	\$ 1,050	\$ 1,805	\$ 1,326.67
Temporary Use Permit	\$ 250	\$ 300	\$ 350	\$ 250	N/A	\$ 300.00
Annexation	\$ 1,600	\$ 1,000	N/A	\$ 1,000	N/A	\$ 1,000.00
Variance	\$ 220	\$ 750	\$ 775	\$ 700	\$ 2,254	\$ 1,243.00
Zone Change	\$ 400	\$ 1,000	\$ 950	\$ 1,000	\$ 4,335	\$ 2,095.00
Comp Plan Amendment**	\$ 1,100	\$ 1,000	\$ 1,150	\$ 1,000	\$ 4,335	\$ 2,161.67
Comp Plan Map Amendment**	\$ 1,100	\$ 1,500	\$ 1,350	\$ 1,200	\$ 4,335	\$ 2,295.00
Zoning or Ord Amend**	\$ 400	\$ 650	\$ 550	\$ 750	\$ 4,335	\$ 1,878.33
Land Division						
Property Line Adjustment*	No Charge	\$ 500	\$ 500	N/A	\$ 1,690	\$ 1,095.00
Partition Tentative Plan**	\$ 150	\$ 1,050	\$ 1,050	\$ 500	\$ 2,600	\$ 1,383.33
Partition Final Plat*	No Charge	\$ 200	\$ 200	\$ 300	\$ 2,711	\$ 1,070.33
Subdivision Tentative Plan**	\$ 1,000	\$ 2,500	\$ 2,350	\$ 1,200	\$ 3,467	\$ 2,339.00
Subdivision per parcel	\$ 250	\$ 50	\$ 45	\$ 55	\$ 87	\$ 62.33
Subdivision Final Plat*	No Charge	\$ 200	\$ 1,000	\$ 400	\$ 1,047	\$ 815.67
PUD Tentative Plan*	\$ 320	\$ 3,000	N/A	N/A	\$ 6,502	\$ 6,502.00
PUD per Parcel	\$ 20	\$ 50	N/A	N/A	N/A	N/A
PUD Final Plat*	No Charge	\$ 200	N/A	N/A	\$ 4,334	\$ 4,334.00

* = new category of charge

** = Changed for clarity

RESOLUTION NO. 11-2023

RESOLUTION ADOPTING THE FISCAL YEAR 2023-2024 BUDGET

BE IT RESOLVED that the City Council of the City of Oakridge, Oregon, hereby adopts the budget for fiscal year **2023-2024** in the total amount of **\$11,691,828.00**. This budget is on file at www.oakridge.or.us.

RESOLUTION MAKING APPROPRIATIONS FOR FISCAL YEAR 2023-2024

BE IT RESOLVED that the amounts shown below are hereby appropriated for the fiscal year beginning July 1, 2023, for the following purposes:

GENERAL FUND	
Administrative	\$1,057,325
Building/Planning	88,336
Police	1,262,416
Library	36,154
Parks	90,206
Willamette Activity Center (WAC)	1,494,718
Municipal Court	87,803
Not Allocated to Program:	
Transfers Out	596,000
Contingency	51,385
TOTAL APPROPRIATIONS - GENERAL FUND	<u>\$3,269,625</u>
STREET FUND	
Street Program	874,562
Contingency	28,948
TOTAL APPROPRIATIONS - STREET FUND	<u>903,510</u>
EMERGENCY SERVICES FUND	
Fire/EMS Services	1,440,237
Contingency	30,000
TOTAL APPROPRIATIONS - EMERGENCY SERVICES FUND	<u>1,470,237</u>

OAKRIDGE INDUSTRIAL PARK FUND	
Oakridge Industrial Park	717,069
Contingency	<u>10,020</u>
TOTAL APPROPRIATIONS - OAKRIDGE INDUSTRIAL PARK FUND	<u>727,089</u>
WATER FUND	
Water Utility	1,737,803
Not Allocated to Program:	
Debt Service	249,379
Transfers Out	25,000
Contingency	<u>42,165</u>
TOTAL APPROPRIATIONS - WATER FUND	<u>2,054,347</u>
WASTEWATER FUND	
Wastewater Utility	1,210,144
Not Allocated to Program:	
Debt Service	36,663
Contingency	<u>30,457</u>
TOTAL APPROPRIATIONS - WASTEWATER FUND	<u>1,277,264</u>
STORMWATER FUND	
Stormwater Utility	141,775
Not Allocated to Program:	
Contingency	<u>3,485</u>
TOTAL APPROPRIATIONS - STORMWATER FUND	<u>145,260</u>
TOTAL APPROPRIATIONS, All Funds	9,268,474
TOTAL UNAPPROPRIATED AMOUNTS, All Funds	<u>2,423,354</u>
TOTAL BUDGET	<u><u>11,691,828</u></u>

RESOLUTION IMPOSING AND CATEGORIZING THE TAX FOR FISCAL YEAR 2023-2024

BE IT RESOLVED that ad valorem property taxes are hereby imposed upon the assessed value of all taxable property within the district for tax year **2023-2024** at the rate of **\$7.1996** per \$1,000 of assessed value for permanent rate tax. These taxes are hereby categorized for purposes of Article XI section 11b as subject to and within the General Government limitation.

This resolution becomes effective immediately after it is passed by the City Council, for Fiscal Year 2023-2024.

PASSED BY THE COUNCIL of the City of Oakridge this ____ day of June, 2023.

APPROVED AND SIGNED BY THE MAYOR of the City of Oakridge this ____ day of June, 2023.

Signed: _____
Bryan Cutchen, Mayor

Attest: _____
Jackie Taylor, City Recorder

Ayes:

Nays:



City of Oakridge
48318 E. 1st Street – PO Box 1410
Oakridge, Oregon 97463
Phone: 541-782-2258 FAX 541-782-1081

April 17, 2023

To: City of Oakridge Budget Committee

SUBJECT: Budget Message for Fiscal Year 2023-2024

The past few years have been hard on our community. From the 2019 “Snowmagedon” storm, to COVID, to last summer’s Cedar Creek Fire, our community has been hard-hit with natural disasters that decimated our economy. Thankfully, we are a resilient community and we have always found a way to come together and survive. God & Mother Nature willing, there is now light at the end of the tunnel, as this summer’s calendar of events features several large events such as the Bus Fair, Gravel Grinder, Mountain Bike Oregon, and several other races & events which promise to bring tourism dollars back to our beautiful mountain town and stimulate our economy.

We are also back on the right path in many other aspects of our economy. Over the past few years, we have launched a series of initiatives aimed at improving and revitalizing our community. These initiatives were adopted after holding many public hearings to gather citizen input, resulting in well-designed plans to spur private-sector investment in the Oakridge Industrial Park, to revitalize our Uptown, and improve & strengthen our infrastructure, including our most recent initiative to remodel the Willamette Activities Center, wherein we have already received over \$1.5 million in funding, with multiple additional grants and funding requests already in the works.

As a brand new City Administrator with less than a year of experience, I cannot take credit for most of the hard work which has gotten us where we are today. Those kudos should be reserved for our City Council and Mayor, all of whom have worked tirelessly to continue to strengthen and diversify our economy. We are poised for growth and the city Council’s desire to revitalize our economy is finally starting to come to fruition as a result of a lot of hard work and dedication by the Council, Mayor, city staff, and community members like you who have volunteered your time to help us make prudent and sometimes hard financial decisions.



In my opinion, Oakridge is very much “on the rise.” Signs of success can be seen all over town, from the foundation of our vibrant arts scene and influx of new residents, to capital improvement projects such as the long overdue repairs to Garden, Berry, Riverview, and soon Cherry Street, to the refurbishment of our wells.

This year’s budget looks quite similar to last year’s (minus the formatting mistakes which we are already aware of and are being addressed). But there are some differences, such as our estimated beginning fund balances, which are more robust than they have been in at least a decade. That increase in financial strength is the result of frugal spending and shifting our investment strategy by prioritizing capital investments

But there is still a *lot* of work to be done. My staff and I have been working tirelessly to chase grants, increase & broaden potential revenue sources, and foster partnerships with other communities and organizations, all in an effort to find and capitalize on any and all opportunities to make Oakridge a better place to live and work. Like most of our citizens, I am fully committed to the *long-term* success of our city because I realize how lucky we are to live and work in such a beautiful community, which is why I will continue to do everything I can to earn and keep your trust.

The Budget Process:

Oregon Local Budget Law (found in Oregon Revised Statutes Chapter 294) requires each local governmental unit to prepare and adopt an annual budget. A budget is a financial plan containing estimates of revenues and expenditures by fund for a single fiscal year. The proposed budget is for the fiscal year beginning July 1, 2023 and ending June 30, 2024. It is just a “draft” and changes can and should be made.

The proposed budget document consists of a list of resources and expenditures for each fund within the City. The first two columns contain actual audited data for FY21 and FY22. The third column reflects the adopted budget figures for FY22-23. The last two columns pertain to the upcoming FY23-24 budget. The column titled “proposed” contains the proposed (draft) budget I am submitting to the Budget Committee for review. This data is based in part on our prior budgets and in part on the City’s investment strategy for the future.



Each January, our staff begins the process of projecting revenues for the coming year and balancing those projections with anticipated department expenditures, taking into account factors such as historic trends; current economic indicators; demands for service; impacts of decisions made at the regional, state and federal levels; staffing needs; contractual obligations and increased cost of materials and supplies. We also take into consideration comments received from the city's auditors, such as consolidating many of our budget line items this year.

The "Approved by Budget Committee" column will be added and filled in following the approval of the proposed budget by the Budget Committee, including any changes the committee wants to make. The final column will be added and filled in upon approval by our City Council. The final budget data is then reported to the Lane County Assessor's Office.

The role of the Budget Committee, which is comprised of all the city council members and a like number of citizens of the city, is to review and approve the proposed budget, as well as the tax rate or levy. The city council may make certain adjustments to the approved budget before adoption in June, but great weight and deference is usually shown to the work the Budget Committee does, which is why it is so important.

I want to thank everyone on the Budget Committee for contributing your time and effort to the budget process. Since a lot of city staff are new like me, we definitely need your help and expertise. The work we will be doing together over the next couple of months is vital to our community's success. Our City is stronger when we all work together, and I am honored and excited to see what we can accomplish. Now let's get to work on this year's budget!

Sincerely,

A handwritten signature in black ink, appearing to read "James Cleavenger". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

James Cleavenger, JD, LLM
Oakridge City Administrator & Budget Officer
cityadministrator@ci.oakridge.or.us
541-782-2258 x6



Colleen Shirley <colleenshirley@ci.oakridge.or.us>

FW: Budget Law

2 messages

CUTLER Melanie * DOR <Melanie.CUTLER@dor.oregon.gov>
 To: Colleen Shirley <colleenshirley@ci.oakridge.or.us>

Tue, Jun 6, 2023 at 3:56 PM

Colleen,

The columns to the right on the budget detail forms (LB-30, 31, 11, etc.) are not all mandatory. The three columns to the right (proposed, approved, adopted) are on those forms to help the user of the forms track the changes to the budget as it moves through the process. The statutory requirement is that the detail forms show, at minimum, the current version of the budget estimates as it moves through the budget process. For example, if the budget committee approves the budget, but the budget has not been adopted, the budget details to the right could reflect the approved budget numbers only.

294.358 Expenditure and resource estimate sheets; made part of budget document. (1) The sheet or sheets containing the estimate of expenditures shall also show in parallel columns the actual expenditures for the two fiscal years next preceding the current year or the actual expenditures for the two budget periods preceding the current budget period, the estimated expenditures for the current year or current budget period and the estimated expenditures for the ensuing year or ensuing budget period.

(2) The sheet or sheets containing the estimate of budget resources shall also show in parallel columns the actual budget resources of the two fiscal years next preceding the current year or the actual budget resources for the two budget periods preceding the current budget period, the estimated budget resources for the current year or current budget period and the estimated budget resources for the ensuing year or ensuing budget period.

(3) The estimate sheets shall be made a part of the budget document.

The budget hearing should be on the budget as it was approved by the budget committee. That is the only version of the budget that should be discussed during the hearing. The governing body may discuss changes to the approved budget after the hearing, and they may also make changes to the budget before it is adopted. However, if the changes exceed 10% of the estimated expenditures in a fund, then they would be required to hold an additional hearing before adopting the budget. See 294.456 for these requirements.

294.453 Hearing by governing body on budget document as approved by budget committee; alternative procedure in certain cases. (1) Except as provided in subsections (2) and (3) of this section, the governing body of a municipal corporation shall meet at the time and place designated in the notice of meeting required under ORS 294.438 for the purpose of holding a public hearing on the budget document **as approved** by the budget committee. At the meeting any person may appear for or against any item in the approved budget document.

(2) A municipal corporation having a population exceeding 200,000 and located in a county having a tax supervising and conservation commission shall submit its budget document to the tax supervising and conservation commission of the county under ORS 294.431 (2). The governing body of the municipal corporation or its representatives shall meet with the taxpayers of the municipal corporation at a public hearing to be called and conducted by the tax supervising and conservation commission.

(3) A municipal corporation that has a population not exceeding 200,000 and is located in a county having a tax supervising and conservation commission may submit its approved budget document to the tax supervising and conservation commission of the county under ORS 294.431 (1) for a public hearing. The governing body of

Approved by The Budget Committee FY 2023-2024
Budget Summary

General Fund Budget Summary

	<u>Approved FY 2024</u>
Current Resources	<u>3,291,747</u>
TOTAL RESOURCES	<u><u>\$3,291,747</u></u>
Requirements	
Administrative	\$1,057,325
Building/Planning	88,336
Police	1,262,416
Library	36,154
Parks	90,206
Muni Court	87,803
WAC	-
Interfund Transfers & Loans - Out	596,000
Unappropriated Ending Fund Balance	51,385
Total Requirements (Appropriation Level):	<u>3,269,625</u>
Requirements - Unappropriated:	
ARPA Funds Restricted Use	22,122
Reserved for Future Expenditures	-
TOTAL REQUIREMENTS	<u><u>\$3,291,747</u></u>

TOTAL BUDGET - SUMMARY BY FUND

Total Budget by Fund:	Approved by Budget Committee FY 2024
General Fund	\$3,291,747
TRT Fund	\$69,490
RTMP Fund	\$33,443
WAC Grants and Appropriations	\$1,494,718
Street Fund	903,510
Emergency Services Fund	1,470,237
Water Fund Reserve	104,040
Water Bond Fund	120,683
Oakridge Industrial Park Fund	727,089
Water Fund	2,054,347
Waste Water Fund	1,277,264
Storm Water Fund	145,260
TOTAL CITY BUDGET	\$11,691,828

GENERAL FUND
Resources

Historical Data			GENERAL FUND RESOURCE DESCRIPTION	Budget FY 2023- 2024		
<i>Actual</i>	<i>Actual</i>	<i>Budgeted</i>		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
Second Preceding Year 2020-2021	First Preceding Year 2021-2022	Adopted Budget this year 2022-2023				
						1
35,588	(1,400)	304,000	Net Working Capital (accrual basis)	639,206	381,297	2
3,639	4,390	2,600	Interest Revenues	10,000	10,000	3
16,053	7,822	10,000	Property Tax Revenues-Prior Levies	15,000	15,000	4
			Transfers Revenues			5
120,000	-	-	Transfer from Water	-	-	6
150,000	-	-	Loans from Wastewater	-	-	7
255,000	-	-	Loans from Water	-	-	8
			Other Resources			9
1,123,315	1,172,933	1,260,048	Property Tax Revenues-Current	1,260,000	1,300,950	10
188,864	212,306	210,000	Franchise Fees Revenues	210,000	210,000	11
220,985	151,868	164,000	Licenses, Permits, Misc. Taxes Revenues	180,855	187,055	12
17,746	24,953	34,000	TRT **			13
215,583	183,295	180,885	Intergovernmental Revenues	191,185	199,885	14
18,775	18,743	19,000	RTMP ***			15
30	2,155	2,000	Planning Fees and Reimbursements Revenues	2,000	2,000	16
42,842	41,529	46,000	Fines & Forfeitures	35,000	35,000	17
440,461	455,350	1,883,700	Grants & Donation Revenues	23,000	25,500	18
15,599	14,453	7,000	Rentals and Leases Revenues	14,100	14,100	19
58,862	110,563	10,800	Miscellaneous Revenues	14,800	16,800	20
595,900	703,454	814,103	Charges for Services Revenues	897,467	894,160	21
3,703	-	-	Other Financing Resources Revenues	-	-	22
3,522,946	3,102,414	4,948,136	TOTAL RESOURCES	3,492,613	3,291,747	23

* See page 4 for explanation of Resources.

** See page 6 for current TRT Budget

*** See page 7 for current RTMP Budget

Net Working Capital General Fund

Beginning Fund Balance	229,595
Funds Left from ARPA	41,702
Funds Designated from ARPA not yet spent	110,000
	381,297

Interest Revenues	10,000
--------------------------	---------------

Property Tax Revenues Prior Levies	15,000
-------------------------------------------	---------------

Property Tax Revenues-Current	1,300,950
Franchise Fees Revenues	210,000
Licenses, Permits, Misc. Taxes Revenues	
State Liquor Tax	61,000
State Marijuana Tax	13,200
ORD 924 Tax	10,000
Cigarette Tax	2,855
Heavy equip tax	1,000
Telecommunications license fee	15,000
Licenses & Permits	84,000
	187,055
Intergovernmental Revenues	
Westfir Police Services Contract	60,000
State Revenue Sharing	47,000
LRAPA code Enforcement	57,996
Lowell Police Service Contract	34,889
	199,885
Planning Fees and Reimbursements Revenues	2,000
Fines & Forfeitures	35,000
Grants & Donation Revenues	
Misc Library Grants	3,000
Library Donations and Sales	1,600
Library SRP (summer reading program)	1,000
Park Grants and Donations	800
Parks Revenues and Donations	8,600
TRT-RTMP Transfers for Park Waivers	8,000
Shop with a Cop	2,500
	25,500

Rentals and Leases Revenues	
Dead Mountain Tower Rent	8,700
Hwy 58 Old OIP Building	5,400
	14,100
Miscellaneous Revenues	
Dividends	6,800
Library Revenue	1,000
Miscellaneous Income	5,000
Misc Police Revenue	2,000
Sale of Equipment	2,000
	16,800
Charges for Services Revenues	
Imposed Public Safety Fee	260,000
Administrative Overhead	634,160
	894,160

Page 5

Total Resources **3,291,747**

RTMP Revenues

City of Oakridge

Historical data			Description Resources and Requirements	Budget FY 2023- 2024		
Actual	Actual	year 2022-2023		Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body
Second preceding year 2020-2021	First preceding year 2021-2022	Adopted Budget this year 2022-2023				
			Resources			
			Beginning Balance	20,000	14,443	
		19,000	Transient Room Tax to be received	19,000	19,000	
			Total resources	39,000	33,443	
			Requirements**			
			Org unit or prog & activity	Object classification	Detail	
			General	TRT Tax	Tourism Projects	
			Ending balance (prior years)			
			Unappropriated ending fund balance			
			Total requirements	39,000	33,443	

* See page 3 for historical data.

Form
OR-LB-10

Special Fund Resources and Requirements

Willamette Activity Center (WAC) Grant(s) & Appropriations Received

Historical data			City of Oakridge			
Actual	Actual	year 2022-2023	Budget for FY 2023-2024			
Second preceding year 2020-2021	First preceding year 2021-2022	Adopted Budget this year 2022-2023	Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	
			Resources			1
			Beginning Fund Balance	1,494,718	1,494,718	2
						3
						4
						5
						6
						7
						8
						9
						10
						11
						12
			Total resources	1,494,718	1,494,718	13
			Requirements**			14
			Org unit or prog & activity	Object classification	Detail	15
			General	WAC	Rehabilitation of WAC building	16
			General	Personnel	Public Works Personnel	17
			General	M&S	Materials & Supplies	18
			General	Utilities	Utilities	19
			General	Personnel	Administrative Overhead	20
						21
						22
						23
						24
						25
						26
						27
						28
			Ending balance (prior years)			29
			Unappropriated ending fund balance			30
			Total requirements	1,494,718	1,494,718	31

* See page 9 for historical data.

DETAILED REQUIREMENTS

FORM
LB-30

**GENERAL FUND
WILLAMETTE ACTIVITY CENTER (WAC)**

City of Oakridge

Historical Data			REQUIREMENTS DESCRIPTION	Budget FY 2023-2024			
<i>Actual</i>	<i>Actual</i>	<i>Budgeted</i>		Proposed By Budget Officer	Approved By Budget Committee	Adopted by Governing Body	
Second Preceding Year 2020-2021	First Preceding Year 2021-2022	Adopted Budget this year 2022-2023					
			PERSONNEL SERVICES				
			Public Works Personnel Allocation	1,000			1
							2
							3
12,900	6,450	1,000	TOTAL PERSONNEL SERVICES	-	-	-	4
-	-	0.10	Total Full-Time Equivalent (FTE)	-	-	-	5
			MATERIALS & SERVICES				
708	5,722	1,500	Materials and Supplies	1,500			6
6,217	5,500	-	Seasonal Workers				7
14,293	12,611	-	Utilities	13,000			8
16,000	6,750	13,143	Administrative Overhead	13,537			9
5,806			Building Maintenance				10
4,258	-		Property Taxes				11
		100,000	Professional Services				12
47,282	30,582	114,643	TOTAL MATERIALS & SERVICES	28,037	-	-	13
			Capital Outlay				14
		1,500,000	State Legislature Appropriation				15
60,182	37,032	1,615,643	TOTAL REQUIREMENTS	29,037	-	-	16
							17

* See page 8 for FY 23-24 data

DETAILED REQUIREMENTS

FORM
LB-30

**GENERAL FUND
ADMINISTRATION**

	Historical Data			REQUIREMENTS DESCRIPTION	Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	<i>Actual</i>	<i>Actual</i>	<i>Budgeted</i>					
	Second Preceding Year 2020- 2021	First Preceding Year 2021-2022	Adopted Budget this year 2022-2023					
1				PERSONNEL SERVICES				1
2	305,363	247,045	292,759	Wages	393,388	393,388		2
3	69,290	62,579	74,249	Personnel Insurance	101,406	101,406		3
4	68,501	53,560	93,231	PERS	114,944	114,944		4
5	-	-	-	ARPA Bonuses		18,000		5
6	443,154	363,184	460,239	TOTAL PERSONNEL SERVICES	609,738	627,738	-	6
7	5.50	4.70	4.00	Total Full-Time Equivalent (FTE)	5.00	5.00	-	7
8				MATERIALS & SERVICES		-		8
9	17,057	19,338	18,900	Utilities	17,000	17,000		9
10	71,940	228,382	207,508	Material and Supplies	362,425	347,787		10
11	232,878	106,925	82,000	Professional Services	64,800	64,800		11
12	321,876	354,645	308,408	TOTAL MATERIALS & SERVICES	444,225	429,587	-	12
13				CAPITAL OUTLAY		-		13
14	1,666	-	-	Radios Debt Service	-	-		14
15	-	-	14,500	Council Chambers (ARPA)	-	-		15
16	-	-	100,000	City Hall & Police Building (ARPA)	-	-		16
17	1,666	-	114,500	TOTAL CAPITAL OUTLAY	-	-	-	17
18	766,695	717,829	883,147	TOTAL REQUIREMENTS	1,053,963	1,057,325	-	18

* See pages 11 and 12 for explanation of M&S

Telephone	6,000
Utilities	10,000
Internet	1,000
UTILITIES	17,000
Materials and supplies	16,000
Advertising	900
ARPA projects	110,000
Bank/Financial Fees	100
Insurance	176,537
Awards and Recognition	1,250
Election Expense	2,500
Misc Expense/New Equipment	7,500
Building Maintenance (City Hall)	5,000
Community Projects (RAIN)	10,000
Diamond Express (LTD)	12,000
Dead Mountain Tower	3,000
Office Equipment	3,000
Materials & Supplies	347,787

Membership/Dues	14,000
Travel and Training (Staff)	2,800
Travel and Training (City Council)	500
Professional Non Legal	10,000
Audit/Accounting	15,000
Professional Services/Legal	15,000
IT	7,500
Professional Services	64,800
Total Materials & Services	429,587

Personnel - Admin

Health	101,406
PERS	114,944
SAIF	1,341
Taxes	24,047
Wages	354,769
Bonuses	10,832
ARPA	18,000
Def Comp	2,400

627,738

DETAILED REQUIREMENTS

FORM
LB-30

**GENERAL FUND
BUILDING/PLANNING**

	Historical Data			REQUIREMENTS DESCRIPTION				
	<i>Actual</i>	<i>Actual</i>	<i>Budgeted</i>		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2020-2021	First Preceding Year 2021-2022	Adopted Budget this year 2022-2023					
1				MATERIALS & SERVICES				1
2	46,567	41,431	50,000	Professional Services -Bdg Inspec-75%-Mort	50,000	50,000		2
3	9,275	722	1,500	Planning Services	1,650	1,650		3
4	50,000	26,475	32,878	Admin Overhead	36,686	36,686		4
5	105,842	68,628	84,378	TOTAL MATERIALS & SERVICES	88,336	88,336	-	5
6	105,842	68,628	84,378	TOTAL REQUIREMENTS	88,336	88,336	-	6

DETAILED REQUIREMENTS

FORM
LB-30

GENERAL FUND
POLICE

	Historical Data			REQUIREMENTS DESCRIPTION	Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Actual	Actual	Budgeted					
	Second Preceding Year 2020-2021	First Preceding Year 2021-2022	Adopted Budget this year 2022-2023					
1				PERSONNEL SERVICES				1
2	147,942	157,400	185,550	Personnel Insurance	187,724	187,724		2
3	154,184	162,200	140,400	PERS	156,237	156,237		3
4	494,977	477,292	520,250	Wages	50,326	545,870		4
5	797,103	796,892	846,200	TOTAL PERSONNEL SERVICES	394,287	889,831	-	5
6	6.00	6.00	6.00	Total Full-Time Equivalent (FTE)	6.00	6.00	-	6
7				MATERIALS & SERVICES				7
8	2,099	1,926	3,000	Reserve Patrol Officers	3,500	3,500		8
9	14,342	14,160	13,711	Materials and supplies	12,400	12,400		9
10	17,177	16,732	15,850	Utilities	19,750	19,750		10
11	19,800	8,097	6,800	Professional Services	6,300	6,300		11
12	2,273	8,247	7,000	Travel and Training	11,500	11,500		12
13	84,087	71,103	75,386	Dispatch Services	56,180	56,180		13
14	78,800	82,850	78,800	Administrative Overhead	80,135	83,528		14
15	13,464	14,796	18,139	Equipment/PPE/Uniform	22,800	22,800		15
16	6,539	5,546	9,450	Uniform Allowance	10,400	10,400		16
17	2,165	2,524	5,000	Equipment Maintenance and Repair	5,000	11,000		17
18	11,043	13,270	12,000	Vehicle Maintenance & Repair	12,000	12,000		18
19	22,253	28,709	36,000	Fuel	30,000	30,000		19
20	190	1,808	2,900	Community Policing	2,900	2,900		20
21	4,175	5,229	5,000	Public Safety Assessment	5,000	5,000		21
22	5,930	4,875	5,000	Computer Support Systems	5,000	5,000		22
23	-	-	2,000	Jail Expense	2,000	2,000		23
24	-	-	1,600	Accreditation	1,600	1,600		24
25	284,338	279,873	297,646	TOTAL MATERIALS & SERVICES	286,465	295,858	-	25
26				CAPITAL OUTLAY				26
27	10,184	-	6,200	New Radios- Payment	6,200	6,200		27
28	-	1,773	18,000	New Equipment Capital (ARPA)	25,000	25,000		28
29	-	-	15,000	CMAC Matching Funds	15,000	15,000		29
30	-	-	30,527	Future Expenditures (USDA Grant Reimbursement)	30,527	30,527		30
31	10,184	1,773	69,727	TOTAL CAPITAL OUTLAY	76,727	76,727	-	31
32				Transfers				32
33	-	-	-	Total Transfers	-	-		33
34	1,091,625	1,078,538	1,213,573	TOTAL REQUIREMENTS	757,479	1,262,416	-	34

* See page 15 for explanation of M&S

POLICE DEPT. MATERIALS & SERVICES

Reserve Patrol Officers	Reserve Patrol Officers	3,500
Materials and supplies	Materials and supplies	10,000
Telephone	Utilities	13,400
Utilities	Utilities	6,000
Insurance Property & Casualty	Insurance Property & Casualty	
Internet	Utilities	350
Memberships/Dues/Subscriptions	Professional	2,300
Cadet/Explorer expense	Reserve Patrol Officers	500
Travel and Training	Travel and Training	11,500
Professional Services Non Legal	Professional	4,000
Dispatch Services LCSO	Dispatch Services LCSO	56,180
Administrative Overhead	Administrative Overhead	83,528
Uniform	Equipment/PPE/Uniform	5,000
Uniform Allowance	Uniform Allowance	10,400
Equipment Maintenance and Repair	Equipment/Maintenance/Repair	7,000
Radio Maintenance and Repairs	Equipment/Maintenance/Repair	3,500
Vehicle Maintenance	Vehicle Maintenance & Repair	6,000
Vehicle Repair	Vehicle Maintenance & Repair	6,000
Fuel	Fuel	30,000
New Equipment (less than \$5,000)	Equipment/PPE/Uniform	9,000
Animal Control Supplies	Materials and supplies	400
Crime Prevention Program	Community Policing	400
Fall Fun Night /Shop with a Cop	Community Policing	2,500
Public Safety Assessment	Public Safety Assessment	5,000
Photo/Media Supplies	Equipment/PPE/Uniform	900
Ammunition	Equipment/PPE/Uniform	4,900
Investigations	Materials and supplies	2,000
Computer Support Systems	Computer Support Systems	5,000
Jail Expense	Jail Expense	2,000
PPE supplies	Equipment/PPE/Uniform	3,000
Accreditation	Accreditation	1,600
	TOTAL MATERIALS & SERVICES	295,858

DETAILED REQUIREMENTS

FORM
LB-31

GENERAL FUND
LIBRARY

Historical Data			REQUIREMENTS DESCRIPTION	Budget FY 2023-2024			
<i>Actual</i>	<i>Actual</i>	<i>Budgeted</i>		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2020-2021	First Preceding Year 2021-2022	Adopted Budget this year 2022-2023					
			PERSONNEL SERVICES				
1							1
2	157	-	Personnel Insurance	-	-		2
3	11,069	11,853	Wages	12,577	12,577		3
4	11,226	11,853	TOTAL PERSONNEL SERVICES	12,577	12,577	-	4
5	0.25	0.25	Total Full-Time Equivalent (FTE)	0.25	0.45	-	5
6			MATERIALS & SERVICES				6
7	16,584	15,880	Materials and Supplies	19,450	15,700		7
8	2,134	2,915	Utilities	1,000	1,000		8
9	757	5,254	Professional Services	1,877	1,877		9
10	7,600	8,050	Administrative Overhead	5,000	5,000		10
11	27,075	32,099	TOTAL MATERIALS & SERVICES	27,327	23,577	-	11
12			CAPITAL OUTLAY				12
13							13
14	-	-	TOTAL CAPITAL OUTLAY	-	-	-	14
15	38,301	43,952	TOTAL REQUIREMENTS	39,904	36,154	-	15

Please see next page for explanation of combined expenditures.

Library M&S	
Materials and Supplies	2,900
Misc Expense/New Equipment	3,000
Summer Reading Program	1,000
SRP Grant Support	500
Acquisitions and Books	2,000
Donation & Sales	1,600
Sirsi System	4,300
OCLC Cataloging	400
	15,700

Utilities

Telephone	300
Utilities	700
	1,000

Professional Services

IT Computer Support	1,377
Travel and Training	500
	1,877

Administrative Overhead **5,000**

Total Library M&S **23,577**

LIBRARY- Personnel

Health	-
PERS	-
Taxes	1,106
Wages	<u>11,471</u>
	12,577

DETAILED REQUIREMENTS

FORM
LB-31

**GENERAL FUND
PARKS**

	Historical Data			REQUIREMENTS DESCRIPTION	Budget FY 2023-2024			
	<i>Actual</i>	<i>Actual</i>	<i>Budgeted</i>		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2020- 2021	First Preceding Year 2021-2022	Adopted Budget this year 2022-2023					
				PERSONNEL SERVICES				
1	20,300	-	20,300	Public Works Personnel Allocation	20,909	20,909		1
2	20,300	-	20,300	TOTAL PERSONNEL SERVICES	20,909	20,909		2
3	-	-	0.20	Total Full-Time Equivalent (FTE)	0.20	0.20	-	3
4				MATERIALS & SERVICES				4
5	14,766	21,935	-	Seasonal Workers	-	-		5
6	25,131	21,016	16,000	Materials and Services	28,000	16,000		6
7	13,555	12,048	11,000	Utilities	-	12,000		7
8	30,700	26,000	22,910	Administrative Overhead	23,597	23,597		8
9	84,152	80,999	49,910	TOTAL MATERIALS & SERVICES	51,597	51,597	-	9
10				Interfund Transfers - Out				10
11	-	-	-	Salmon Creek Bathroom Upgrade Tfr to PW SB-11	-	-		11
12	-	-	-	Total Interfund Transfers - Out	-	-	-	12
13				CAPITAL OUTLAY				13
14	115,359	35,000	-	ODOT/IMBA Grant	-	-		14
15				Reserved for Future Expenditures	4,350	17,700		15
16	900	-	50,000	Park Improvements ARPA	32,160	-		16
17	116,259	35,000	50,000	TOTAL CAPITAL OUTLAY	-	-	-	17
18	220,711	115,999	120,210	TOTAL REQUIREMENTS	109,016	90,206	-	18

* See page 19 for M&S explanation.

Parks M&S

Materials and Supplies	8,500
Building Maintenance	7,500
	16,000
Utilities	12,000
Administrative Overhead	23,597
Total Parks M&S	51,597

DETAILED REQUIREMENTS

FORM
LB-30

GENERAL FUND
MUNICIPAL COURT

	Historical Data			REQUIREMENTS DESCRIPTION	Budget FY 2023-2024			
	Actual	Actual	Budgeted		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2020-2021	First Preceding Year 2021-2022	Adopted Budget this year 2022-2023					
1				PERSONNEL SERVICES				1
2	10,137	10,085	10,575	Personnel Insurance	11,409	11,409		2
3	7,301	7,288	7,677	PERS	8,030	8,030		3
4	25,243	24,724	25,933	Wages	26,937	26,937		4
5	42,681	42,098	44,185	TOTAL PERSONNEL SERVICES	46,376	46,376	-	5
6	0.50	0.50	0.50	Total Full-Time Equivalent (FTE)	0.50	0.50		6
7				MATERIALS & SERVICES				7
8	-	-		Materials and Supplies	-	-		8
9	-	350	225	Travel and Training	-	-		9
10	18,650	22,040	20,900	Muni Court Judge - Contract	21,527	21,527		10
11	6,900	7,300	10,000	Admin Overhead	12,000	12,000		11
12	5,173	(2,590)	5,400	State Court Fees	5,400	5,400		12
13	-	10,000	2,000	Court Expense - Prosecutor	2,500	2,500		13
14	30,723	37,101	38,525	TOTAL MATERIALS & SERVICES	41,427	41,427	-	14
15	73,404	79,198	82,710	TOTAL REQUIREMENTS	87,803	87,803	-	15

DETAILED REQUIREMENTS

FORM
LB-30B

**GENERAL FUND
REQUIREMENTS NOT ALLOCATED**

	Historical Data			REQUIREMENTS DESCRIPTION	Budget FY 2023-2024			
	Actual	Actual	Budgeted		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2020-2021	First Preceding Year 2021-2022	Adopted Budget this year 2022-2023					
1				MATERIALS & SERVICES				1
2	17,243	11,750	-	Seasonal Workers	-	-		2
3	4,541	89,996	-	Misc Exp/New Equipment	-	-		3
4	30,387	13,008	-	DEQ Smoke Mgmt Grant Exp	-	-		4
5	5,529	9,944	18,775	RTMP Fund Projects	-	-		5
6	11,845	21,840	30,000	Transient Income Projects	-	-		6
7	69,544	146,537	48,775	TOTAL MATERIALS & SERVICES	-	-	-	7
8				DEBT SERVICE				8
9								9
10	-	-	-	TOTAL DEBT SERVICE	-	-	-	10
11				SPECIAL PAYMENTS				11
12								12
13	-	-	-	TOTAL SPECIAL PAYMENTS	-	-	-	13
14				INTERFUND TRANSFERS - OUT				14
15	44	1,826		Transfer to Streets				15
16	8,032	100,000		Transfer to Wastewater	-	-		16
17	7,347	-		Transfer to Water	-	-		17
18	613,151	682,046	460,736	Transfer Emergency Services	-	466,000		18
19	2,511	-		Transfer to OIP	-	-		19
20		-	120,000	Transfer of PSF to Emergency Services	-	130,000		20
21	95,000	130,000		Repay Wastewater Loan	-	-		21
22		255,000		Repay Water Loan	-	-		22
23		-		Transfer to Woodstove Fund	-	-		23
24	726,085	1,168,872	580,736	TOTAL INTERFUND TRANSFERS - OUT	-	596,000	-	24
25				CONTINGENCY				25
26	11,263	-	-	Operating Contingency	-			26
27	11,263	-	-	TOTAL OPERATING Contingency	-	-	-	27
28	806,892	1,315,410	629,511	TOTAL REQUIREMENTS NOT ALLOCATED	-	596,000	-	28
29	2,355,096	2,135,070	2,887,496	TOTAL GENERAL FUND PROGRAM REQUIREMENTS	-	2,673,625	-	29
30				RESERVED FOR FUTURE EXPENDITURES				30
31	-	-	374,000	ARPA Funds	-	22,122		31
32	-	-	374,000	TOTAL RESERVE FOR FUTURE EXPENDITURES	-	22,122	-	32
33								33
34								34
35		(1,400)	25,309	UNAPPROPRIATED ENDING FUND BALANCE	-	51,385		35
36	3,161,988	3,450,480	4,545,827	TOTAL GENERAL FUND Requirements	2,165,388	3,291,747	-	36

SPECIAL FUND
RESOURCES AND REQUIREMENTS

STREET FUND

Historical Data				DESCRIPTION RESOURCES AND REQUIREMENTS	Budget FY 2023-2024		
Actual	Actual	Budgeted	Proposed By Budget Officer		Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2020-2021	First Preceding Year 2021-2022	Adopted Budget this year 2022-2023					
				RESOURCES			
1	100,108	173,279	106,470	Net Working Capital (accrual basis)	-	299,145	1
2	44	-	-	Transfers from Gen Fund	-	-	2
				OTHER RESOURCES			
3							3
4	243,151	261,331	240,000	ODOT Apportionments	-	261,331	4
5	109,495	70,905	80,000	Fuel Dealer's License Fee	-	70,905	5
6	4,000	10,000	4,500	State Highway Rest Area	-	10,000	6
7	-	176,530	250,000	ODOT Small City Allotment	-	250,000	7
8	3,163	3,163	3,200	LID #20 Second St. Assessment.	-	3,162	8
9	1,436	-	1,200	LID #21 N. Ash Street Assessment	-	-	9
10	-	(10,000)		LID# 19 Rainbow Rd Assesment*	-	-	10
11	10,171	14,536	1,000	Misc Income	-	8,967	11
12	10,500	-	10,500	PW Overhead to Other Funds	-	-	12
13	482,068	699,743	696,870	TOTAL RESOURCES	-	903,510	-
				REQUIREMENTS			
				PERSONNEL SERVICES			
14							14
15							15
16	22,253	17,439	19,600	Health Insurance	-	21,600	16
17	21,456	18,288	19,000	PERS	-	18,152	17
18	69,652	57,507	63,002	Wages	-	64,179	18
19	113,361	93,234	101,602	TOTAL PERSONNEL SERVICES	-	103,931	-
20	1.00	1.00	1.00	Total Full-Time Equivalent (FTE)	0.80	0.80	-
				MATERIALS & SERVICES			
21							21
22	109,368	259,604	172,500	Materials & Supplies	-	179,000	22
23	7,892	8,364	8,100	Utilities	-	8,200	23
24	27,949	22,261	37,000	Professional Services	-	43,000	24
25	37,800	25,800	35,000	Administrative Overhead	48,280	48,280	25
26	704	872	1,000	Uniform Allowance	-	1,000	26
27	8,117	8,670	9,000	Rest Area	-	10,000	27
28	191,830	325,571	262,600	TOTAL MATERIALS & SERVICES	48,280	289,480	-
				CAPITAL OUTLAY			
29							29
30	315	-	250,000	Street Improvements (Cherry ST)	-	250,000	30
31	315	-	250,000	TOTAL CAPITAL OUTLAY	-	250,000	-
				INTERFUND TRANSFERS - OUT to PW LB-11			
32							32
33	2,000	-	-	Transfer to Agency Fund - Reserve Bike Path	-	-	33
34	-	-	50,000	New Equipment (Street Sweeper)	-	-	34
35	-	-	-	New Vehicle	-	-	35
36	2,000	-	50,000	TOTAL INTERFUND TRANSFERS - OUT	-	-	-
37	-	-	32,668	CONTINGENCY	-	28,948	37
38	-	-	-	Reserved For Future Expenditures	-	195,233	38
39	-	-	-	Total Ending Fund Balance (prior years)	-	-	39
40	-	-	-	UNAPPROPRIATED ENDING FUND BALANCE	-	35,918	40
41	307,506	418,805	696,870	TOTAL REQUIREMENTS	48,280	903,510	-

* See page 23 for M&S explanation.

MATERIALS & SERVICES- Streets

Administrative Overhead	48,280
Uniform Allowance	1,000
Rest Area	10,000
Telephone	1,200
Utilities	7,000
Seasonal Workers	22,000
Travel & Training	1,000
Professional Services	20,000
Materials & Supplies	30,000
Equip Maint/Repair	25,000
Fuel	16,000
New Equipment	10,000
Street Repair	35,000
Street Lights	63,000
TOTAL MATERIALS & SERVICES	289,480

**SPECIAL FUND
RESOURCES AND REQUIREMENTS**

**FORM
LB-10**

EMERGENCY SERVICES FUND

	Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget FY 2023-2024			
	Actual	Actual	Budgeted		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2020-2021	First Preceding Year 2021-2022	Adopted Budget this year 2022-2023					
				RESOURCES AND REQUIREMENTS				
1	(26,148)	61,000	100,000	Net Working Capital (accrual basis)	-	221,550		1
2	35	71	-	Interest	-	2,000		2
3				Transferred IN, from other funds:				3
4	613,151	665,000	465,736	Transfers from General Fund	466,000	466,000		4
5		-		ARPA Bonus	-	1,000		5
6		-	120,000	Transfer from Public Safety Fees	120,000	130,000		6
7				OTHER RESOURCES				7
8	14,938	36,170	20,000	Fire Med	27,000	27,000		8
9	61,089	64,220	65,230	Hazeldell Fire District IGA	67,187	67,187		9
10	16,500	22,099	35,191	Fire Contracts - Westfir	35,599	37,000		10
11	499,014	344,223	400,000	Service Charge For Ambulance	503,000	500,000		11
12	59,405	31,100	2,000	Miscellaneous Income	-	3,000		12
13	15,450	-	15,500	Hazeldell -Vol. Program	15,500	15,500		13
14			35,000	OSFM Seasonal Worker Grant	-	-		14
15			2,500	EMR Training Grant	-	-		15
16	40,462	-	50,000	GEMT	-	-		16
17	1,293,895	1,223,882	1,311,157	TOTAL RESOURCES	1,234,286	1,470,237	-	17
18				REQUIREMENTS				18
19				PERSONNEL SERVICES				19
20	92,160	83,943	109,800	Personnel Insurance	100,400	128,400		20
21	144,164	144,698	158,900	PERS	160,500	160,500		21
22	314,021	287,721	360,437	Wages	360,721	362,943		22
23	89,845	139,266	70,000	Overtime	75,000	90,000		23
24		-	200	Volunteer Life Insurance M&S	-	-		24
25	55,075	19,169	47,000	Volunteers M&S	-	-		25
26	695,264	674,797	746,337	TOTAL PERSONNEL SERVICES	696,621	741,843	-	26
27	5.00	4.00	4.00	Total Full-Time Equivalent (FTE)	4.00	4.00	-	27
28				MATERIALS & SERVICES				28
29	147,066	107,409	110,300	Materials and supplies	211,600	226,850		29
30	14,427	18,409	15,000	Utilities	19,500	19,500		30
31	237,259	275,625	247,450	Professional Services	305,565	239,200		31
32	75,900	80,700	82,000	Administration Overhead	-	85,000		32
33	2	-	-	Fire Prevention	1,000	3,000		33
34	474,654	482,143	454,750	TOTAL MATERIALS & SERVICES	537,665	573,550	-	34
35								35
36				CAPITAL OUTLAY				36
37	34,593	-	-	New Equipment	-	32,500		37
38	-	-	3,500	Radio/Pager Lease	-	-		38
39	-	-	5,000	CMAC Matching Funds	-	-		39
40	34,593	-	8,500	TOTAL CAPITAL OUTLAY	-	32,500	-	40

41				INTERFUND TRANSFERS - OUT				41
42				Transfer to LB-11 for New Ambulance Fund	0	92,344		42
43	-	-	-	TOTAL INTERFUND TRANSFERS - OUT	-	92,344	-	43
44	-	-	100,000	CONTINGENCY	0	30,000		44
45	-	-		Ending balance (prior years)	-	-		45
46	-	-	1,570	UNAPPROPRIATED ENDING FUND BALANCE	-	-		46
47	1,204,511	1,156,940	1,311,157	TOTAL REQUIREMENTS	1,234,286	1,470,237	-	47

* See page 26 for further details.

EMS Budget Details

Personnel Services		Materials & Services		Professional Services Non Legal	
	Current	Proposed		Current	Proposed
Personnel Insurance			Materials & Services		
Health Insurance	\$100,500	\$118,000	Volunteers Stipend/Calls/Training	\$47,000	\$65,700
Life Insurance	\$300	\$400	Banking fees		\$150
LTD Insurance	\$500	\$500	EMS Supplies	\$24,000	\$30,000
Employee Allowance	\$500	\$500	Fire Fighting Supplies	\$4,000	\$7,500
VEBA Contributions	\$9,000	\$9,000	Membership Dues Licenses	\$3,100	\$3,100
			Uniforms	\$1,500	\$4,000
Total	\$110,300	\$128,400	Health + Wellness	\$1,000	\$4,300
			Protective Clothing	\$1,000	\$7,000
PERS			Fire Med Promotion	\$750	\$1,800
PERS	\$158,900	\$160,500	Volunteers, Firefighters	\$300	\$3,000
			Miscellaneous Expense	\$9,000	\$16,800
Total	\$158,900	\$160,500	Building/Grounds Maintenance	\$1,000	\$12,500
Overtime			Vehicle Maintenance and Minor Repairs	\$14,500	\$15,000
Overtime	\$70,000	\$90,000	Small Equipment Maintenance/Minor Repairs	\$1,500	\$1,500
			Pagers Repair/Replace	\$1,300	\$1,500
Total	\$70,000	\$90,000	Radio Maintenance and Repairs	\$1,000	\$5,000
			Annual Testing		\$8,000
Wages (4FTE)			Fuel	\$31,000	\$30,000
Fire Chief	\$88,096	\$93,380	Travel & Training	\$5,000	\$10,000
EMS Coordinator	\$68,700	\$72,823			
Captain-Training Officer	\$71,500	\$74,590			
Lieutenant-2	\$71,250	\$69,028			
Worker's Compensation	\$15,000	\$14,422			
Payroll Taxes	\$38,000	\$37,500			
Deferred Comp		\$1,200			
			Total	\$146,950	\$226,850
			Utilities		
			Utilities	\$15,000	\$19,500
Total	\$352,546	\$362,943			
			Total Personnel Costs	\$691,746	\$741,843

FORM LB-11

This fund is authorized and established by resolution / ordinance number _____ on (date) _____ for the following specified purpose:

RESERVE FUND RESOURCES AND REQUIREMENTS

Year this reserve fund will be reviewed to be continued or abolished. Date can not be more than 10 years after establishment.

Review Year: 2033

Historical Data		Adopted Budget		DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2023-2024		
Actual Second Preceding Year 2019-2020	Actual First Preceding Year 2020-2021	Actual Year 2021-2022	Adopted Budget this year 2022-2023		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
1				RESOURCES			1
2				2 Transfer in from Emergency Services	92,344	92344	2
3							3
4							4
5							5
9							9
10	0	0	0		92,344	92344	10
12							12
13	0	0	0	TOTAL RESOURCES	92,344	92344	13
14				REQUIREMENTS **			14
15				15 Org. Unit or Prog. Classification Detail			15
16				16 EMS Reserved for New Ambulance	92,344	92344	16
17				17			17
18				18			18
19				19			19
20				20			20
21				21			21
29				29 Ending balance (prior years)			29
30				30 UNAPPROPRIATED ENDING FUND BALANCE			30
31	0	0	0	TOTAL REQUIREMENTS	92,344	92,344	31

Emergency Services

City of Oakridge

**FORM
LB-11**

**RESERVE FUND
RESOURCES AND REQUIREMENTS**

This fund is authorized and established by resolution / ordinance number
on June 16, 2016 for the following specified purpose:
To Support, Maintain & Repair the Water System.

WATER FUND RESERVE

	Historical Data			DESCRIPTION Resources and Requirements	Budget FY 2023-2024			
	Actual Second Preceding Year 2020-2021	Actual First Preceding Year 2021-2022	Budgeted Adopted Budget this year 2022-2023		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
				RESOURCES				
1					-	-		1
2	23,232	29,040	54,040	Net Working Capital (accrual basis)	79,040	79,040		2
4	5,808	25,000	25,000	Transferred IN, from Water fund	-	25,000		4
5								5
6	29,040	54,040	79,040	TOTAL RESOURCES	79,040	104,040	-	6
7				REQUIREMENTS				7
8								8
9								9
10								10
11	29,040	54,040	79,040	RESERVED FOR FUTURE EXPENDITURE	-	104,040		11
12	29,040	54,040	79,040	TOTAL REQUIREMENTS	-	104,040	-	12

WATER BOND DEBT SERVICE RESERVE FUND

City of Oakridge

	Historical Data			GL Account (city use only)	DESCRIPTION RESOURCES AND REQUIREMENTS	Budget FY 2023-2024		
	Actual	Actual	Budgeted			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
	Second Preceding Year 2020-2021	First Preceding Year 2021-2022	Adopted Budget this year 2022-2023					
				321-00-				
	RESOURCES							
1	120,683	120,683	120,683	500001	Net Working Capital (accrual basis)		120,683	1
2								2
3	120,683	120,683	120,683		TOTAL RESOURCES	-	120,683	- 3
4				520700	REQUIREMENTS			4
5					BOND PRINCIPAL PAYMENTS			5
6					Bond Issue	Budgeted Payment Date		6
7	-	-	-	401034	Water Bonds	PAID FROM WATER FUND		7
8					TOTAL BOND PRINCIPAL PAYMENTS	-	-	- 8
9								9
10					BOND INTEREST PAYMENTS			10
11					Bond Issue	Budgeted Payment Date		11
12	-	-	-	401032	Water Bonds	PAID FROM WATER FUND		12
13					TOTAL BOND INTEREST PAYMENTS			13
14								14
15								15
16					UNAPPROPRIATED BALANCE FOR FOLLOWING YEAR BY:			16
17					Bond Issue	Projected Payment Date		17
18		120,683	120,683		Series 2010 Water Revenue Bond (OECD)	RESERVE TO BE APPLIED TO FINAL		18
19	120,683				Water Bonds	PAYMENT		19
20	120,683	120,683	120,683	499990	Ending balance (prior years)		120,683	120,683
21	120,683	120,683	120,683		TOTAL UNAPPROPRIATED ENDING FUND BALANCE		120,683	120,683
					TOTAL REQUIREMENTS			- 21

**SPECIAL FUND
RESOURCES AND REQUIREMENTS**

**FORM
LB-10**

OAKRIDGE INDUSTRIAL PARK FUND

City of Oakridge

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget FY 2023-2024			
Actual	Actual	Budgeted		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2020-2021	First Preceding Year 2021-2022	Adopted Budget this year 2022-2023					
RESOURCES							
1	589,086	579,287	316,460	Net Working Capital (accrual basis)	305,236	648,826	1
2	1,347	1,263	1,100	Interest	1,263	1,263	2
OTHER RESOURCES							
3							3
4	-	348,850	-	Sale of Property	-	-	4
5	83,459	78,412	77,000	Rent Income	77,000	77,000	5
6	14,224	67,575	-	Grants	-	-	6
7	11,938			Miscellaneous Income	-	-	7
8	-			Sale of Telecommunication Lease	-	-	8
9	9,157	161		Loan Receivable-Tannerite	-	-	9
10	709,211	1,075,548	394,560	TOTAL RESOURCES	383,499	727,089	-
REQUIREMENTS							
PERSONNEL SERVICES							
11							11
12							12
13	3,146	2,495	3,260	Health Insurance	3,310	3,310	13
14	3,424	3,093	3,200	PERS	2,424	2,424	14
15	9,911	9,114	13,320	Wages	13,503	13,503	15
16	16,481	14,702	19,780	TOTAL PERSONNEL SERVICES	19,237	19,237	-
17			0.20	Total Full-Time Equivalent (FTE)	0.10	0.10	-
18							18
MATERIALS & SERVICES							
19	10,525	18,049	21,300	Materials and Supplies	53,100	18,500	19
20	36,734	22,313	22,210	Professional Services	25,000	28,600	20
21	10,647	13,551	16,000	Utilities	16,000	16,000	21
22	31,700	26,500	35,000	Administrative Overhead	40,000	37,100	22
23	-	60,000	-	Grant Expenditures	-	-	23
24	89,606	140,413	94,510	TOTAL MATERIALS & SERVICES	134,100	100,200	-
CAPITAL OUTLAY							
25							25
26	23,836	1,983	3,000	OIP Buildings and Grounds	-	-	26
27	-	135,000		New equipment (Track hoe)	-	-	27
28	-	133,166	126,834	Kokanee Way Utility Improvements	126,834	126,834	28
29	23,836	270,149	129,834	TOTAL CAPITAL OUTLAY	126,834	126,834	-
INTERFUND TRANSFERS - OUT							
30							30
31				New Vehicle Transfer to PW SB-11	1,000	-	31
32	-	-	-	TOTAL INTERFUND TRANSFERS - OUT	-	-	-
DEBT SERVICE							
33							33
34	-	-	-	TOTAL DEBT SERVICE	-	-	-
35	-	-	150,436	CONTINGENCY	102,328	10,020	35
36				UNAPPROPRIATED ENDING FUND BALANCE	-	10,905	36
37	-	246		Reserved for Future expenditures	-	459,893	37
38	129,922	425,510	394,560	TOTAL REQUIREMENTS	383,499	727,089	-

* See page 31 for M&S explanation.

OIP MATERIALS & SERVICES	
Materials and Supplies	6,000
Seasonal Workers	10,000
Utilities	10,000
Telephone Comined with utilities	6,000
Marketing - City	3,000
Membership/Dues	600
Professional Services	15,000
Administrative Overhead	37,100
Property Taxes	11,500
Misc Expense	1,000
TOTAL MATERIALS & SERVICES	100,200

**SPECIAL FUND
RESOURCES AND REQUIREMENTS**

WATER FUND

City of Oakridge

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget FY 2023-2024			
Actual	Actual	Budgeted		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2020-2021	First Preceding Year 2021-2022	Adopted Budget this year 2022-2023					
			RESOURCES				
1	234,854	143,793	430,000	Net Working Capital (accrual basis)	793,468	869,841	1
2				OTHER RESOURCES			2
3	1,098,352	999,773	1,109,016	Water Service	1,177,775	1,177,775	3
4	2,100	3,100	3,000	Connection Charge	3,100	3,100	4
5	(75)	(337)	200	Service Charge	1,100	1,100	5
6	16,059	6,956	2,500	Misc Income	2,531	2,531	6
7	19,000	-	19,000	PW Overhead to Other Funds	19,000	-	7
8		255,000		Loan Repayment from General Fund	-	-	8
9	-	-	125,000	Grant Reimbursement from Well #2	-	-	9
10	1,370,290	1,408,285	1,688,716	TOTAL RESOURCES	1,996,974	2,054,347	-
11				REQUIREMENTS			11
12				PERSONNEL SERVICES			12
13	47,485	40,442	45,605	Health Insurance	48,526	48,526	13
14	43,743	39,875	42,000	PERS	36,768	36,768	14
15	133,059	123,342	133,010	Wages	139,865	139,865	15
16	224,286	203,659	220,615	TOTAL PERSONNEL SERVICES	225,159	225,159	-
17	4.00	1.80	1.70	Total Full-Time Equivalent (FTE)	1.70	1.70	17
18				MATERIAL & SERVICES			18
19	60,883	76,125	128,150	Materials & Supplies	229,150	125,650	19
20	72,371	77,723	77,500	Utilities	-	77,500	20
21	54,346	49,421	55,700	Professional Services	30,000	56,000	21
22	147,000	138,900	151,414	Administrative Overhead	165,000	160,498	22
23	1,026	1,249	2,000	Uniform Allowance	165,000	2,000	23
24	335,626	343,418	414,764	TOTAL MATERIALS & SERVICES	589,150	421,648	-
25	374,800	344,418	414,764				25
26				CAPITAL OUTLAY			26
27		15,839	250,000	Well #2	250,000	250,000	27
28		65,000	195,350	New Equipment	232,700	-	28
29	-	80,839	445,350	TOTAL CAPITAL OUTLAY	482,700	250,000	-
30				DEBT SERVICE			30
31	21,317	20,307	21,350	Debt Service - Interest OECDD	24,109	18,258	31
32	100,980	101,990	102,000	Debt Service - Principal OECDD	128,762	104,041	32
33	10,078	9,610	10,300	Bond Payment - Interest LACOP	11,863	8,770	33
34	7,500	10,000	7,500	Bond Payment - Principal LACOP	25,000	28,770	34
35	41,828	65,356	65,000	Water Loan Tank 7 Principal IFA Loans	82,512	66,110	35
36	45,389	21,862	68,500	Water Loan Tank 7 Interest IFA Loans	25,260	22,000	36
37	80	153	155	Debt Service - Interest New Source Well Study	160	130	37
38	1313	1,239	1,313	Debt Service - Principal New Source Well Study	158	1,300	38
39	228,485	230,517	276,118	TOTAL DEBT SERVICE	297,624	249,379	-
40				INTERFUND TRANSFERS - OUT			40
41	5,808		25,000	Water Fund Reserve	25,000	25,000	41
42	177,292			Transfer to General Fund	-	-	42
43	255,000			Loan to General Fund	-	-	43
44	438,100	-	25,000	TOTAL INTERFUND TRANSFERS - OUT	25,000	25,000	-

45				CONTINGENCY				45
46	-	5,499	143,719	Operating Contingency	377,341	42,165		46
47					-	-		47
48	-	5,499	143,719	TOTAL CONTINGENCY	377,341	42,165	-	48
49	-			Ending balance (prior years)				49
50	-		186,150	Reserved For Future Expenditures	-	759,175		50
51	-	544,354		UNAPPROPRIATED ENDING FUND BALANCE	-	81,821		51
52	1,226,497	1,408,285	1,711,716	TOTAL REQUIREMENTS	1,996,974	2,054,347	-	52

* See page 34 for M&S explanation.

WATER MATERIAL & SERVICES	
Materials & Supplies	39,000
Seasonal Worker	27,500
Telephone	2,500
Office Expense	1,000
Utilities Combined	75,000
Travel & Training	2,500
Professional Services	26,000
Administrative Overhead	160,498
Uniform Allowance	2,000
Computer Equip/Supplies/Support	2,000
Equipment Rental Combined	1,000
Equip Maint/Repair	25,000
Fuel	26,000
New Equipment	10,000
Building Maintenance	5,000
Meter Replacement	15,000
Dead Mountain Tower Lease	650
Misc Expense	1,000
	421,648

WASTEWATER FUND

City of Oakridge

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget FY 2023-2024			
Actual	Actual	Budgeted		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2019-2020	First Preceding Year 2020-2021	Adopted Budget this year 2021-2022					
RESOURCES							
1						1	
2	184,623	341,324	406,000	Net Working Capital (accrual basis)	458,387	458,387	2
3		-		OPD Vehicle Loan Repayment	-	-	3
OTHER RESOURCES							
4							4
5	2,100	2,700	1,400	Connection Charge	2,700	2,700	5
6	701,862	661,113	763,820	Sewer Service	811,177	811,177	6
7	4,404	5,106	2,500	Misc Income	5,000	5,000	7
8	95,000	130,000		Loan repayment from General Fund	-	-	8
9	8,032	100,000		Transfer from General Fund (ARPA)	-	-	9
10	22,000	-	14,867	PW Overhead to Other Funds	14,667	-	10
11	1,018,022	1,240,243	1,188,387	TOTAL RESOURCES	1,291,931	1,277,264	-
REQUIREMENTS							
PERSONNEL SERVICES							
12							12
13							13
14	54,612	72,570	69,000	Personnel Insurance	71,099	71,099	14
15	48,302	54,437	57,000	PERS	49,330	49,330	15
16	145,116	167,957	161,972	Wages	160,272	160,272	16
17	248,030	294,964	287,972	TOTAL PERSONNEL SERVICES	280,701	280,701	-
18	1.50	2.20	2.90	Total Full-Time Equivalent (FTE)	2.90	2.90	-
MATERIALS & SERVICES							
19							19
20	39,533	100,288	94,750	Materials & Supplies	96,400	96,400	20
21	30,354	44,895	45,000	Professional Services	49,000	49,000	21
22	62,456	55,809	60,000	Utilities	50,000	50,000	22
23	4,326	4,055	3,100	Dispatch Services	-	-	23
24	97,200	86,400	97,958	Administrative Overhead	107,667	107,667	24
25	1,150	1,476	1,150	Uniform Allowance	1,500	1,500	25
26	2,457	3,816	2,500	Vehicle Lease	-	-	26
27	237,476	296,838	304,458	TOTAL MATERIALS & SERVICES	304,567	304,567	-
CAPITAL OUTLAY							
28							28
29							29
30		29,395	174,000	New Equipment	238,000	-	30
31	128	38,904		Plant Improvements/Design	-	-	31
32	23,240	-		Collection System	-	-	32
33	248	1,200	100,000	Inflow & Infiltration	-	-	33
34	23,616	69,499	274,000	TOTAL CAPITAL OUTLAY	238,000	-	-
DEBT SERVICE							
35							35
36							36
37	10,078	10,000	5,000	Bond Payment - Interest	11,663	11,663	37
38	7,500	9,610	10,000	Bond Payment - Principal	25,000	25,000	38
39	17,578	19,610	15,000	TOTAL DEBT SERVICE	36,663	36,663	-
Loan to Gen FUND							
40							40
41	150,000	-	-	Loan to Gen FUND	-	-	41
INTERFUND TRANSFERS - OUT to PW SB-11							
42							42
43				New Vehicle	-	-	43
44	150,000	-	-	TOTAL LOANS/ INTERFUND TRANSFERS - OUT	-	-	-
CONTINGENCY							
45							45
46		5,499	242,257	Contingency	432,001	30,457	46
47	341,323			Ending balance (prior years)	-	-	47
48			64,700	Reserved For Future Expenditures	-	568,094	48
49				UNAPPROPRIATED ENDING FUND BALANCE	-	58,782	49
50	1,018,022	686,410	1,188,387	TOTAL REQUIREMENTS	1,291,931	1,277,264	-

* See page 36 for M&S explanation.

WASTE WATER MATERIALS & SERVICES	
Materials & Supplies	30,000
Seasonal Workers	25,000
Office Expense	2,000
Telephone	10,000
Utilities	40,000
Travel & Training	4,000
Professional Services/Misc	20,000
Administrative Overhead	107,667
Uniform Allowance	1,500
Computer Equip/Supplies/Support	2,800
Equipment Rental	1,000
Equip Maint/Repair	18,000
Fuel	20,000
New Equipment	15,000
Building Maintenance (non-capital)	5,000
Misc Expense	2,600
TOTAL MATERIALS & SERVICES	304,567

SPECIAL FUND
RESOURCES AND REQUIREMENTS

STORM WATER FUND

City of Oakridge

	Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget FY 2023-2024			
	Actual	Actual	Budgeted		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2020- 2021	First Preceding Year 2021-2022	Adopted Budget this year 2022-2023					
				RESOURCES				
1								1
2	30,581	41,517	63,396	Net Working Capital (accrual basis)	95,490	93,596		2
3				OTHER RESOURCES				3
4	28,289	26,566	48,648	Storm Water Service	51,664	51,664		4
5	58,870	68,083	112,044	TOTAL RESOURCES	147,154	145,260	-	5
6				REQUIREMENTS				6
7				MATERIALS & SERVICES				7
8	709	-	1,000	Materials and Supplies	10,400	10,400		8
9	-	-	10,000	Professional Services	10,000	10,000		9
10	-	-	1,000	Asset Management	-	-		10
11	16,300	3,000	10,000	Administrative Overhead	21,267	21,267		11
12	344	-	2,000	New Equipment (less than \$5,000)	-	-		12
13	-	-	3,000	Equip Maint. and Repair	-	-		13
14	17,353	3,000	27,000	TOTAL MATERIALS & SERVICES	41,667	41,667	-	14
15								15
16				CAPITAL OUTLAY				16
17	-	-	4,400	New Equipment	-	-		17
18	-	-	4,400	TOTAL CAPITAL OUTLAY	-	-	-	18
19				INTERFUND TRANSFERS - OUT				19
20				- Vac Truck (5)	4,000	-		20
21				- 5YD Dump Truck (6)	2,000	-		21
22				10 YD Dump Truck	5,000	-		22
23				New Vehicle	1,000	-		23
24				- Backhoe (7)	800	-		24
25				Street Sweeper	10,000	-		25
26				TOTAL INTERFUND TRANSFERS - OUT	22,800			26
27		44,517	55,694	CONTINGENCY	82,687	3,485		27
28			2,800	Reserved For Future Expenditures	-	96,304		28
29				Ending balance (prior years)	-	-		29
30		-	24,950	UNAPPROPRIATED ENDING FUND BALANCE	-	3,804		30
31	17,353	47,517	112,044	TOTAL REQUIREMENTS	147,154	145,260	-	31

**SPECIAL FUND
RESOURCES AND REQUIREMENTS**

**FORM
LB-10**

BICYCLE AND PEDESTRIAN PATH FUND

City of Oakridge

	Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget FY 2023-24			
	<i>Actual</i>	<i>Actual</i>	<i>Budgeted</i>		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2020-2021	First Preceding Year 2021-22	Adopted Budget FY 2022-2023					
				RESOURCES				
1								1
2	17,076	8,076	-	Net Working Capital (accrual basis)				2
3	2,000		-	Transfer from Street Fund				3
4								4
5	19,076	8,076	-	TOTAL RESOURCES	-	-	-	5
6				REQUIREMENTS				6
7				CAPITAL OUTLAY				7
8	-	-	-	Trail Work	-	-	-	8
9	-	-	-	TOTAL CAPITAL OUTLAY	-	-	-	9
10								10
11	15,000			INTERFUND TRANSFERS - OUT				11
12		8,076		Transfer to Street Fund				12
13	15,000	-	-	TOTAL INTERFUND TRANSFERS - OUT	-	-	-	13
14								14
15				CONTINGENCY				15
16			-	Contingency				16
17				Ending balance (prior years)				17
18			-	UNAPPROPRIATED ENDING FUND BALANCE	-	-	-	18
19	15,000	-	-	TOTAL REQUIREMENTS	-	-	-	19

**SPECIAL FUND
RESOURCES AND REQUIREMENTS**

WOODSTOVE REPLACEMENT FUND

City of Oakridge

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget FY 2023-24		
<i>Actual</i>	<i>Actual</i>	<i>Budgeted</i>		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
Second Preceding Year 2020-2021	First Preceding Year 2021-2022	Adopted Budget FY 2022-2023				
			RESOURCES			
1						1
2	22,313	17,312	Net Working Capital (accrual basis)			2
3	5,000		Transfer from General	-	-	3
4	27,313	17,312	TOTAL RESOURCES	-	-	4
5			REQUIREMENTS			5
6			MATERIALS & SERVICES			6
7			Education/Training/Enforcement	-	-	7
8	5,000		Contracted Coordinator	-	-	8
9			Prof Services	-	-	9
10	5,000	-	TOTAL MATERIALS & SERVICES	-	-	10
11						11
12			SPECIAL PAYMENTS			12
13	-	-	Heating Replacement			13
14	-	-	TOTAL SPECIAL PAYMENTS	-	-	14
15			INTERFUND TRANSFERS -OUT			15
16		17,312	Transfer To General Fund			16
17	-	17,312	TOTAL INTERFUND TRANSFERS	-	-	17
18	-	-	CONTINGENCY	-	-	18
19			Contingency			19
20			Ending balance (prior years - audited F/S)			20
21			UNAPPROPRIATED ENDING FUND BALANCE	-	-	21
22	5,000	17,312	TOTAL REQUIREMENTS	-	-	22

City of Oakridge, Oregon Page 1
Approved by The Budget Committee FY 2023-2024
Budget Summary

General Fund Budget Summary

	Approved FY 2024
Current Resources	3,291,747
TOTAL RESOURCES	<u>\$3,291,747</u>
Requirements	
Administrative	\$1,057,325
Building/Planning	88,336
Police	1,262,416
Library	36,154
Parks	90,206
Muni Court	87,803
WAC	-
Interfund Transfers & Loans - Out	596,000
Unappropriated Ending Fund Balance	51,385
Total Requirements (Appropriation Level):	<u>3,269,625</u>
Requirements - Unappropriated:	
ARPA Funds Restricted Use	22,122
Reserved for Future Expenditures	-
 TOTAL REQUIREMENTS	 <u>\$3,291,747</u>

TOTAL BUDGET - SUMMARY BY FUND

Total Budget by Fund:	Approved by Budget Committee FY 2024
General Fund	\$3,291,747
TRT Fund	\$69,490
RTMP Fund	\$33,443
WAC Grants and Appropriations	\$1,494,718
Street Fund	903,510
Emergency Services Fund	1,470,237
Water Fund Reserve	104,040
Water Bond Fund	120,683
Oakridge Industrial Park Fund	727,089
Water Fund	2,054,347
Waste Water Fund	1,277,264
Storm Water Fund	145,260
TOTAL CITY BUDGET	<u>\$11,691,828</u>

**City of Oakridge, Oregon
Proposed Budget FY 2023-2024
Budget Summary**

General Fund Budget Summary

	<u>Proposed FY 2024</u>
Current Resources	3,492,613
TOTAL RESOURCES	<u>\$3,492,613</u>
Requirements	
Administrative	\$1,053,963
Building/Planning	88,186
Police	757,479
Library	39,904
Parks	109,016
Muni Court	87,803
WAC	29,037
Interfund Transfers & Loans - Out	586,000
Contingency	-
Total Requirements (Appropriation Level):	<u>2,751,388</u>
Requirements - Unappropriated:	
ARPA Funds Restricted Use	21,766
Unappropriated Ending Fund Balance	223,915
TOTAL REQUIREMENTS	<u>\$2,997,069</u>
	495,544

TOTAL BUDGET - SUMMARY BY FUND

	<u>Proposed FY 2023</u>
Total Budget by Fund:	
General Fund	\$2,997,069
Street Fund	48,280
Emergency Services Fund	1,234,286
Water Bond Fund	120,683
Oakridge Industrial Park Fund	383,499
Water Fund	1,996,974
Waste Water Fund	1,291,931
Stormwater Fund	147,154
Public Works Reserve Fund	1,001,200
TOTAL CITY BUDGET	<u>\$8,219,877</u>

**RESOURCES
GENERAL FUND**

City of Oakridge

Historical Data			RESOURCE DESCRIPTION	Budget FY 2023-2024			
Actual				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2020-2021	First Preceding Year 2021-2022	Adopted Budget this year 2022-2023					
							1
35,588	60,000	304,000	Net Working Capital (accrual basis)	639,206			2
3,639	4,390	2,600	Interest Revenues	10,000			3
16,053	7,822	10,000	Property Tax Revenues-Prior Levie	15,000			4
			Transfers Revenues				5
120,000			Transfer from Water				6
150,000			Loans from WasteWater				7
255,000			Loans from Water				8
			Other Resources				10
1,123,315	1,172,933	1,260,048	Property Tax Revenues-Current	1,260,000			9
188,864	212,306	210,000	Franchise Fees Revenues	210,000			11
238,731	176,821	198,000	Licenses, Permits, Misc. Taxes Revenues	180,855			12
234,358	202,038	199,885	Intergovernmental Revenues	191,185			14
30	2,155	2,000	Planning Fees and Reimbursements Revenues	2,000			15
42,842	41,529	46,000	Fines & Forfeitures	35,000			16
450,068	455,350	1,884,092	Grants & Donation Revenues	23,000			17
15,599	14,453	7,000	Rentals and Leases Revenues	14,100			18
49,255	110,563	8,800	Miscellaneous Revenues	14,800			19
595,900	703,454	814,103	Charges for Services Revenues	897,467			20
3,703	-	-	Other Financing Resources Revenues				21
3,522,945	3,163,814	4,946,528	TOTAL RESOURCES	3,492,613			25

Historical data			Description resources and requirements			Budget for next year 2024		
Actual								
Second preceding year 20__-__	First preceding year 20__-__	Adopted budget year 20__-__				Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body
			Resources					
			2	Beginning Balance		10,000		
			3	Transient Room Tax to be received		36,720		
			4					
			5					
			6					
			7					
			8					
			9					
			10					
			11					
			12					
			13	Total resources		46,720		
			14	Requirements**				
			15	Org unit or prog & activity	Object classification	Detail		
			16	General	TRT Tax	Travel and Tourism for the City	46,720	
			17					
			18					
			19					
			20					
			21					
			22					
			23					
			24					
			25					
			26					
			27					
			28					
			29	Ending balance (prior years)				
			30	Unappropriated ending fund balance				
			31	Total requirements		46,720		

Special Fund
Resources and
Requirements

RTMP Revenues

City of Oakridge

Historical data			Description resources and requirements			Budget for next year 2024			
Actual						Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	
Second preceding year 20__-__	First preceding year 20__-__	Adopted budget year 20__-__							
			1	Resources					1
			2	Beginning Fund Balance			20,000		2
			3	Transient Room Tax to be received			19,000		3
			4						4
			5						5
			6						6
			7						7
			8						8
			9						9
			10						10
			11						11
			12						12
			13	Total resources			39,000		13
			14	Requirements**					14
			15	Org unit or prog & activity	Object classification	Detail			15
			16	General	RTMP	Rural Tourism	39,000		16
			17						17
			18						18
			19						19
			20						20
			21						21
			22						22
			23						23
			24						24
			25						25
			26						26
			27						27
			28						28
			29	Ending balance (prior years)					29
			30	Unappropriated ending fund balance					30
			31	Total requirements			39,000		31

Willamette Activity Center (WAC) Grant(s) Received

Historical data			Description resources and requirements			Budget for next year 2024			
Actual									
Second preceding year 20__-__	First preceding year 20__-__	Adopted budget year 20__-__				Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	
			1	Resources					
			2	Beginning Fund Balance			1,494,718		
			3						
			4						
			5						
			6						
			7						
			8						
			9						
			10						
			11						
			12						
			13	Total resources			1,494,718		
			14	Requirements**					
			15	Org unit or prog & activity	Object classification	Detail			
			16	General	WAC	Rehabilitation of WAC building	1,494,718		
			17						
			18						
			19						
			20						
			21						
			22						
			23						
			24						
			25						
			26						
			27						
			28						
			29	Ending balance (prior years)					
			30	Unappropriated ending fund balance					
			31	Total requirements			1,494,718		

DETAILED REQUIREMENTS

FORM
LB-30

GENERAL FUND
ADMINISTRATION

City of Oakridge

	Historical Data			REQUIREMENTS DESCRIPTION	Budget FY 2023-2024			
	Actual		Adopted Budget this year 2022-2023		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2020-2021	First Preceding Year 2021-2022						
1				PERSONNEL SERVICES				1
2	305,363	446,175	460,239	Wages	393,388			2
3	69,290	62,579	74,249	Personnel Insurance	101,406			3
4	68,501	53,560	93,231	PERS	114,944			4
5	443,154	562,314	627,719	TOTAL PERSONNEL SERVICES	609,738	-	-	5
6	5.50	4.70	4.00	Total Full-Time Equivalent (FTE)	5.00		5.00	6
7				MATERIALS & SERVICES				7
8	17,057	18,801	18,900	Utilities	17,000			8
9	217,143	193,150	207,508	Material and Supplies	362,425			9
10	86,010	79,000	82,000	Professional Services	64,800			10
11	320,210	290,951	308,408	TOTAL MATERIALS & SERVICES	444,225	-	-	11
12				CAPITAL OUTLAY				12
13	1,666	1,666		Radios Debt Service				13
14	-	5,000		New Equipment-Capital				14
15			14,500	Council Chambers (ARPA)				15
16			100,000	City Hall & Police Building (ARPA)				16
17	1,666	6,666	114,500	TOTAL CAPITAL OUTLAY	-	-	-	17
18	765,030	859,931	1,050,627	TOTAL REQUIREMENTS	1,053,963	-	-	18

DETAILED REQUIREMENTS

FORM
LB-30

GENERAL FUND
BUILDING/PLANNING

City of Oakridge

	Historical Data			GL Account (city use only)	REQUIREMENTS DESCRIPTION	Budget FY 2023-2024			
	Actual		Adopted Budget this year 2022-2023			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2020-2021	First Preceding Year 2021-2022							
				100-12-	MATERIALS & SERVICES				
1	46,567	60,000	50,000	400130	Professional Services -Bdg Inspec-75%-Mort	50,000			1
2	9,275	1,500	1,500	400138	Planning Services	1,500			2
3	50,000	35,300	32,878	400140	Admin Overhead	36,686			3
4									4
5									5
6									6
7									7
8	105,842	96,800	84,378		TOTAL MATERIALS & SERVICES	88,186	-	-	8
9	105,842	96,800	84,378		TOTAL REQUIREMENTS	88,186	-	-	9

DETAILED REQUIREMENTS

FORM
LB-30

GENERAL FUND
POLICE

City of Oakridge

1	Historical Data			GL Account (city use only) 100-13-	REQUIREMENTS DESCRIPTION	Budget FY 2023-2024			
	Actual		Adopted Budget this year 2022-2023			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2020-2021	First Preceding Year 2021-2022							
					PERSONNEL SERVICES				
2	147,942	157,400	185,550	400001	Personnel Insurance	187,724			2
3	154,184	162,200	140,400	400002	PERS	156,237			3
4	15,333	12,680	12,500	400003	Worker's Compensation	13,036			4
5	36,595	35,000	35,700	400004	Payroll Taxes	37,290			5
6	443,024	443,560	456,455	400005	Wages				6
7	797,077	810,840	830,605		TOTAL PERSONNEL SERVICES	394,287	-	-	7
8	6.00	6.00	6.00		Total Full-Time Equivalent (FTE)	6.00	6.00		8
9					MATERIALS & SERVICES				9
10	2,099	3,000	3,000	400029	Reserve Patrol Officers	3,500			10
11	9,874	14,961	13,711	400101	Materials and supplies	12,400			11
12	17,177	15,000	15,850	400107	Utilities	19,750			12
13	19,800	6,800	6,800	400117	Professional Services	6,300			13
14	2,273	7,000	7,000	400120	Travel and Training	11,500			14
15	84,088	73,200	75,396	400137	Dispatch Services LCSC	56,180			15
16	78,800	82,850	78,800	400140	Administrative Overhead	80,135			16
17	14,901	18,139	18,139	400145	Equipment/PPE/Uniform	22,800			17
18	6,539	8,300	9,450	400146	Uniform Allowance	10,400			18
19	5,196	5,000	5,000	400160	Equipment Maintenance and Repair	5,000			19
20	11,043	12,100	12,000	400168	Vehicle Maintenance	12,000			20
21	22,253	26,000	36,000	400172	Fuel	30,000			21
22	190	3,400	2,900	400217	Community Policing	2,900			22
23	4,175	5,000	5,000	400305	Public Safety Assessment	5,000			23
24	5,930	5,000	5,000	401203	Computer Support Systems	5,000			24
25	-	2,000	2,000	401204	Jail Expense	2,000			25
26			1,600	400121	Accreditation	1,600			26
27	284,338	287,750	297,646		TOTAL MATERIALS & SERVICES	286,465	-	-	27
28					CAPITAL OUTLAY				28
29	10,184	6,200	6,200	401052	New Radios- Payment	6,200			29
30	-	30,527	18,000	400300	New Equipment Capital (ARPA)	25,000			30
31			15,000		CMAC Matching Funds	15,000			31
32			30,527	499991	Future Expenditures (USDA Grant Reimb)	30,527			32
33	10,184	36,727	69,727		TOTAL CAPITAL OUTLAY	76,727	-	-	33
34					Transfers				34
35	-	-	-		Total Transfers	-	-	-	35
36	1,091,599	1,135,317	1,197,978		TOTAL REQUIREMENTS	757,479	-	-	36

DETAILED REQUIREMENTS

FORM
LB-31

GENERAL FUND
LIBRARY

City of Oakridge

Historical Data			REQUIREMENTS DESCRIPTION	Budget FY 2023-2024			
Actual				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2020-2021	First Preceding Year 2021-2022	Adopted Budget this year 2022-2023					
1			PERSONNEL SERVICES				1
2	157	-	Personnel Insurance				2
3	11,069	10,900	Wages	12,577			3
4	11,226	10,900	TOTAL PERSONNEL SERVICES	12,577	-	-	4
5	0.25	0.25	Total Full-Time Equivalent (FTE)	0.25	0.25	0.25	5
6			MATERIALS & SERVICES				6
7	16,584	8,900	Materials and Supplies	19,450			7
8	2,134	1,900	Utilities	1,000			8
9	757	1,000	Professional Services	1,877			9
10	7,600	8,050	Administrative Overhead	5,000			10
11	27,075	19,850	TOTAL MATERIALS & SERVICES	27,327	-	-	11
12			CAPITAL OUTLAY				12
13				-	-	-	13
14	-	-	TOTAL CAPITAL OUTLAY	-	-	-	14
15	38,301	30,750	TOTAL REQUIREMENTS	39,904	-	-	15

DETAILED REQUIREMENTS

FORM
LB-31

GENERAL FUND
PARKS

City of Oakridge

Historical Data			REQUIREMENTS DESCRIPTION	Budget FY 2023-2024			
Actual		Adopted Budget this year 2021-2022		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2020-2021	First Preceding Year 2021-2022						
1			PERSONNEL SERVICES				1
2	20,300	20,300	Public Works Personnel Allocation	20,909			2
3	20,300	20,300	TOTAL PERSONNEL SERVICES	20,909	-	-	3
4	-	-	Total Full-Time Equivalent (FTE)	0.20	0.20	0.20	4
5			MATERIALS & SERVICES				5
6	14,766	-	Seasonal Workers				6
7	38,686	20,300	Materials and Supplies	28,000			7
8	30,700	26,000	Administrative Overhead	23,597			8
9	84,152	46,300	TOTAL MATERIALS & SERVICES	51,597	-	-	9
10			CAPITAL OUTLAY				10
11	-	115,359	ODOT/IMBA Grant	-	-	-	11
12			New Vehicle Transfer to PW SB-11	1,000			12
13			New Mower Transfer to PW SB-11	3,350			13
14	-	900	Park Improvements (ARPA-RTMP)	32,160			14
15	-	116,259	TOTAL CAPITAL OUTLAY	36,510	-	-	15
16	104,452	182,859	TOTAL REQUIREMENTS	109,016	-	-	16

DETAILED REQUIREMENTS

FORM
LB-30

GENERAL FUND
WILLAMETTE ACTIVITY CENTER (WAC)

City of Oakridge

Historical Data			REQUIREMENTS DESCRIPTION	Budget FY 2023-2024			
Actual		Adopted Budget this year 2022-2023		Proposed By Budget Officer	Approved By Budget Committee	Adopted by Governing Body	
Second Preceding Year 2020-2021	First Preceding Year 2021-2022						
1			PERSONNEL SERVICES				1
2	12,900	6,450	1,000 Public Works Personnel Allocation	1,000			2
3							3
4	12,900	6,450	1,000 TOTAL PERSONNEL SERVICES	1,000	-	-	4
5	-	-	0.10 Total Full-Time Equivalent (FTE)	0.10	0.10	0.10	5
6			MATERIALS & SERVICES				6
7	6,514	3,850	1,500 Materials and Supplies	1,500			7
8	6,217	5,500	- Seasonal Workers				8
9	25,568	11,275	- Utilities	13,000			9
10	16,000	6,750	13,143 Administrative Overhead	13,537			10
11			Building Maintenance				11
12	4,258	2,200	Property Taxes				12
13			100,000 Professional Services				13
14	58,557	29,575	114,643 TOTAL MATERIALS & SERVICES	28,037	-	-	14
15			Capital Outlay				15
16			1,400,000 State Grant				16
17	71,457	36,025	115,643 TOTAL REQUIREMENTS	29,037	-	-	17

DETAILED REQUIREMENTS

FORM
LB-30

**GENERAL FUND
MUNICIPAL COURT**

City of Oakridge

Historical Data			REQUIREMENTS DESCRIPTION	Budget FY 2023-2024				
Actual		Adopted Budget this year 2022-2023		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
Second Preceding Year 2020-2021	First Preceding Year 2021-2022							
1			PERSONNEL SERVICES				1	
2	10,099	10,575	Personnel Insurance	11,409			2	
3	7,301	7,700	PERS	8,030			3	
4	25,281	25,990	Wages	26,937			4	
5	42,681	44,265	44,185	46,376	-	-	5	
6	0.50	0.50	0.50	0.50		0.50	6	
7			MATERIALS & SERVICES				7	
8	-	-	Materials and Supplies				8	
9	-	-	225	Travel and Training			9	
10	18,650	20,900	20,900	Muni Court Judge - Contract	21,527		10	
11	6,900	7,300	10,000	Admin OH	12,000		11	
12	5,173	5,400	5,400	State Court Fees	5,400		12	
13	-	-	2,000	Court Expense - Prosecutor	2,500		13	
14	30,723	33,600	38,525	TOTAL MATERIALS & SERVICES	41,427	-	-	14
15	73,403	77,865	82,710	TOTAL REQUIREMENTS	87,803	-	-	15

DETAILED REQUIREMENTS

FORM
LB-30B

**GENERAL FUND
REQUIREMENTS NOT ALLOCATED**

City of Oakridge

	Historical Data			REQUIREMENTS DESCRIPTION	Budget FY 2022-2023			
	Actual		Adopted Budget this year 2022-2023		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2020-2021	First Preceding Year 2021-2022						
1				MATERIALS & SERVICES				1
2	17,243	4,000		Seasonal Workers				2
3	4,541		-	Misc Exp/New Equipment				3
4	30,387	-	-	DEQ Smoke Mgmt Grant Exp				4
5	5,529	18,900	18,775	RTMP Fund Projects				5
6	11,845	23,000	30,000	Transient Income Projects				6
7	69,544	45,900	48,775	TOTAL MATERIALS & SERVICES	-	-	-	7
8				DEBT SERVICE				8
9								9
10	-	-	-	TOTAL DEBT SERVICE	-	-	-	10
11				SPECIAL PAYMENTS				11
12								12
13	-	-	-	TOTAL SPECIAL PAYMENTS	-	-	-	13
14				INTERFUND TRANSFERS - OUT				14
15	44	-		Transfer to Streets				15
16	8,032			Transfer to Wastewater				16
17	7,347			Transfer to Water				17
18	613,151	565,000	460,736	Transfer Emergency Services				18
19	2,511			Transfer to OIP				19
20			120,000	Transfer of PSF to Emergency Services				20
21	95,000	150,000		Repay Wastewater Loan				21
22		255,297		Repay Water Loan				22
23		-		Transfer to Woodstove Fund				23
24	726,085	970,297	580,736	TOTAL INTERFUND TRANSFERS - OUT	-	-	-	24
25				CONTINGENCY				25
26	11,263	4,000	-	Operating Contingency	-			26
27	11,263	4,000	-	TOTAL OPERATING Contingency	-	-	-	27
28	806,892	1,020,197	629,511	TOTAL REQUIREMENTS NOT ALLOCATED	-	-	-	28
29	2,000,059	-	2,178,922	TOTAL ORG. UNIT/PROGRAM REQUIREMENTS		-	-	29
30								30
31				RESERVED FOR FUTURE EXPENDITURES				31
32			374,000	ARPA Funds				32
33	-	-	374,000	TOTAL RESERVE FOR FUTURE EXPENDITURES	-	-	-	33
34	-							34
35								35
36		677	25,309	UNAPPROPRIATED ENDING FUND BALANCE	-			36
37	2,806,951	1,020,197	3,207,742	TOTAL GENERAL FUND REQUIREMENTS	2,165,388	175,989	1,197,978	37

SPECIAL FUND
RESOURCES AND REQUIREMENTS

STREET FUND

City of Oakridge

Historical Data				DESCRIPTION RESOURCES AND REQUIREMENTS	Budget FY 2023-2024		
Actual		Adopted Budget this year 2022-2023	Proposed By Budget Officer		Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2020-2021	First Preceding Year 2021-2022						
RESOURCES							
1	100,108	92,000	106,470	Net Working Capital (accrual basis)			1
2	44	-	-	Transfers from Gen Fund			2
OTHER RESOURCES							
4	243,151	233,000	240,000	ODOT Apportionments			4
5	109,495	90,000	80,000	Fuel Dealer's License Fee			5
6	4,000	3,100	4,500	Greenwaters Rest Area			6
7	-	176,530	250,000	ODOT Small City Allotment			7
8	3,163	3,200	3,200	LID #20 Second St. Assessment.			8
9	-	-	-	LID #17 Union St. Assessment			9
10	1,436	1,200	1,200	LID #21 N. Ash Street Assessment			10
11	10,171	1,000	1,000	Misc Income			11
12	10,500	10,500	10,500	PW Overhead to Other Funds			12
13	482,068	610,530	696,870	TOTAL RESOURCES	-	-	-
REQUIREMENTS							
PERSONNEL SERVICES							
16	22,253	15,500	17,300	Health Insurance			16
17	21,456	18,500	19,000	PERS			17
18	3,814	3,900	3,900	Workers Comp			18
19	4,434	4,600	4,500	Payroll Taxes			19
20	5,047	4,900	4,900	Overtime			20
21	1,439	1,500	1,600	Standby			21
22	6,535	6,800	7,999	Utility Worker 2			22
23	8,940	-	-	Utility Worker 3			23
24	15,388	15,400	17,624	Superintendent			24
25	14,143	14,750	15,628	Utility Worker 1 A			25
26	7,280	7,500	7,750	Utility Worker 1 B			26
27	-	500	500	Vacation Buy-Out			27
28	184	240	250	Floating Holiday 1			28
29	156	240	250	Floating Holiday 2			29
30	2,250	2,250	2,250	VEBA Contributions			30
31	45	50	50	Life/LTD			31
32	113,361	96,630	101,602	TOTAL PERSONNEL SERVICES	-	-	-
33	1.00	1.00	1.00	Total Full-Time Equivalent (FTE)	0.80	0.80	0.80
MATERIALS & SERVICES							
35	18,228	25,000	25,000	Materials & Supplies			35
36	1,728	1,100	1,100	Telephone			36
37	17,020	22,500	22,000	Seasonal Workers			37
38	6,165	7,000	7,000	Utilities			38
39	217	1,000	1,000	Travel & Training			39
40	10,929	15,000	15,000	Professional Services/Misc			40
41	37,800	25,800	35,000	Administrative Overhead	48,280		41
42	704	1,000	1,000	Uniform Allowance			42
43	12,527	20,000	20,000	Equip Maint/Repair			43
44	2,457	2,500	2,500	Vehicle Lease			44
45	7,010	8,000	16,000	Fuel			45
46	5,764	9,000	10,000	New Equipment			46
47	8,117	9,000	9,000	Rest Area			47
48	1,175	21,000	35,000	Street Repair			48
49	61,980	63,000	63,000	Street Lights			49
50	191,830	230,900	262,600	TOTAL MATERIALS & SERVICES	48,280	-	-
							Page 15
CAPITAL OUTLAY							
53	-	-	50,000	New Equipment (Street Sweeper)			53
54	315	176,530	250,000	Street Improvements (Cherry ST)			54
55	315	176,530	300,000	TOTAL CAPITAL OUTLAY	-	-	-
INTERFUND TRANSFERS - OUT							
58	2,000	2,000	-	Transfer to Agency Fund - Reserve Bike Path			58
59	2,000	2,000	-	TOTAL INTERFUND TRANSFERS - OUT	-	-	-
CONTINGENCY							
62				Total Ending Fund Balance (prior years)			62
64		100,000		UNAPPROPRIATED ENDING FUND BALANCE			64
65	307,506	612,530	670,672	TOTAL REQUIREMENTS	48,280	-	-

**SPECIAL FUND
RESOURCES AND REQUIREMENTS**

EMERGENCY SERVICES FUND

City of Oakridge

Historical Data				DESCRIPTION RESOURCES AND REQUIREMENTS	Budget FY 2023-2024		
Actual		Adopted Budget this year 2022-2023	Proposed By Budget Officer		Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2020-2021	First Preceding Year 2021-2022						
RESOURCES AND REQUIREMENTS							
1	(26,148)	-	100,000	Net Working Capital (accrual basis)		1	
2	35	-	-	Interest		2	
3				Transferred IN, from other funds:		3	
4	613,151	565,000	465,736	Transfers from General Fund	466,000	4	
5			120,000	Transfer from Public Safety Fees	120,000	5	
6				OTHER RESOURCES		6	
7	14,938	20,000	20,000	Fire Med	27,000	7	
8	61,089	63,330	65,230	Hazeldell Fire District IGA	67,187	8	
9	16,500	16,800	16,800	Fire Contracts - Westfir	35,599	9	
10	499,014	460,000	400,000	Service Charge	503,000	10	
11	59,405	2,000	2,000	Miscellaneous Income		11	
12	15,450	15,500	15,500	Hazeldell -Vol. Program	15,500	12	
13	40,462	40,000	50,000	GEMT		13	
14	1,293,895	1,182,630	1,255,266	TOTAL RESOURCES	1,234,286	-	
15				REQUIREMENTS			
16				PERSONNEL SERVICES			
17	92,160	96,800	109,800	Personnel Insurance	100,400	17	
18	144,164	136,500	158,900	PERS	160,500	18	
19	314,021	324,400	341,546	Wages	360,721	19	
20	89,845	91,000	70,000	Overtime	75,000	20	
21		200	200	Volunteer Life Insurance		21	
22		-	500	Employee Allowance		22	
23	55,075	62,000	47,000	Volunteers		23	
24	695,264	710,900	727,946	TOTAL PERSONNEL SERVICES	696,621	-	
25	5.00	4.00	4.00	Total Full-Time Equivalent (FTE)	4.00	4.00	
26				MATERIALS & SERVICES			
27	38,542	31,000	36,000	Materials and supplies	127,100	27	
28	14,947	15,780	15,780	Utilities	19,500	28	
29	5,418	5,000	5,000	Travel and Training	10,000	29	
30	375,290	368,750	299,870	Professional Services	305,585	30	
31	28,334	39,300	49,300	Equipment Maintenance and Repairs	62,000	31	
32	9,796	7,800	11,300	Building/Grounds Maintenance	12,500	32	
33	2	-	-	Fire Prevention	1,000	33	
34	472,329	467,630	417,250	TOTAL MATERIALS & SERVICES	537,665	-	
35				CAPITAL OUTLAY			
36				NEW EQUIPMENT			
37	36,413	-	-	New Equipment	-	37	
38	2,324	3,500	3,500	Radio/Pager Lease		38	
39			5,000	CMAC Matching Funds		39	
40	38,738	3,500	8,500	TOTAL CAPITAL OUTLAY	-	-	
41				INTERFUND TRANSFERS - OUT			
42	-	-	-	TOTAL INTERFUND TRANSFERS - OUT	-	-	
43			100,000	CONTINGENCY (ARPA Funds Unspent)		43	
44	-			Ending balance (prior years)		44	
45		600	1,570	UNAPPROPRIATED ENDING FUND BALANCE			
46	1,206,331	1,182,630	1,255,266	TOTAL REQUIREMENTS	1,234,286	-	

Historical Data			DESCRIPTION Resources and Requirements	Budget FY 2023-2024				
Actual				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
Second Preceding Year 2020-2021	First Preceding Year 2021-2022	Adopted Budget this year 2022-2023						
			RESOURCES					
1							1	
2	29,040	54,040	54,040	Net Working Capital (accrual basis)	79,040		2	
4	25,000	25,000	25,000	Transferred IN, from Water fund			4	
5							5	
6	54,040	79,040	79,040	TOTAL RESOURCES	79,040	-	-	6
7				REQUIREMENTS				7
8								8
9								9
10								10
11	29,040	54,040	79,040	RESERVED FOR FUTURE EXPENDITURE				11
12	29,040	54,040	79,040	TOTAL REQUIREMENTS	-	-	-	12

WATER BOND DEBT SERVICE RESERVE FUND

City of Oakridge

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget FY 2023-2024			
Actual				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2020-2021	First Preceding Year 2021-2022	Adopted Budget this year 2022-2023					
			RESOURCES				
1							1
2	120,683	120,683	Net Working Capital (accrual basis)				2
3							3
4	120,683	120,683	TOTAL RESOURCES	-	-	-	4
5			REQUIREMENTS				5
6			BOND PRINCIPAL PAYMENTS				6
7			Bond Issue		Budgeted Payment Date		7
8	-	-	Water Bonds		PAID FROM WATER FUND		8
9	-	-	TOTAL BOND PRINCIPAL PAYMENTS	-	-	-	9
10							10
11			BOND INTEREST PAYMENTS				11
12			Bond Issue		Budgeted Payment Date		12
13	-	-	Water Bonds		PAID FROM WATER FUND		13
14	-	-	TOTAL BOND INTEREST PAYMENTS				14
15							15
16							16
17			UNAPPROPRIATED BALANCE FOR FOLLOWING YEAR BY:				17
18			Bond Issue		Projected Payment Date		18
19		120,683	Series 2010 Water Revenue Bond (OECD)		RESERVE TO BE APPLIED TO FINAL		19
20	120,683		Water Bonds		PAYMENT		20
21	120,683	120,683	Ending balance (prior years)				21
22	120,683	120,683	TOTAL UNAPPROPRIATED ENDING FUND BALANCE	120,683	120,683	120,683	22
			TOTAL REQUIREMENTS	120,683	120,683	120,683	

SPECIAL FUND
RESOURCES AND REQUIREMENTS

OAKRIDGE INDUSTRIAL PARK FUND

City of Oakridge

Historical Data				DESCRIPTION RESOURCES AND REQUIREMENTS	Budget FY 2023-2024			
Actual		Adopted Budget this year 2022-2023	Proposed By Budget Officer		Approved By Budget Committee	Adopted By Governing Body		
Second Preceding Year 2020-2021	First Preceding Year 2021-2022							
				RESOURCES				
1	589,086	457,000	316,460	Net Working Capital (accrual basis)	305,236			1
2	1,347	1,600	1,100	Interest	1,263			2
				OTHER RESOURCES				3
4	-	-	-	Sale of Property	-			4
5	83,459	77,000	77,000	Rent Income	77,000			5
6	9,427	-	-	Misc Income				6
7	2,511			Transfer from General Fund				7
8	14,224	-	-	LRAPA Grant OIP Improvements				8
10	9,157	11,000		Loan Receivable-Tanner Rite				10
11	709,211	546,600	394,560	TOTAL RESOURCES	383,499	-	-	11
				REQUIREMENTS				12
				PERSONNEL SERVICES				13
14	3,147	2,960	3,260	Health Insurance	3,310			14
17	3,424	3,110	3,200	PERS	2,424			17
18	9,912	10,660	13,320	Wages	13,503			18
31	16,483	16,730	19,780	TOTAL PERSONNEL SERVICES	19,237	-	-	31
32	-	-	0.20	Total Full-Time Equivalent (FTE)	0.10	0.10	0.10	32
				MATERIALS & SERVICES				33
34	14,239	18,700	22,800	Materials and Supplies	41,600			34
38	31,294	15,000	18,000	Professional Services	15,000			38
39	10,647	12,500	16,000	Utilities	16,000			39
40	5,440	7,210	7,210	Seasonal Workers	10,000			40
41	31,700	26,500	35,000	Administrative Overhead	40,000			41
42	6,934	11,500	11,500	Property Taxes	11,500			42
43	86,015	72,710	87,710	TOTAL MATERIALS & SERVICES	134,100	-	-	43
44	89,606	78,910	94,510		129,100			44
				CAPITAL OUTLAY Within Fund				45
46	23,836	-	3,000	OIP Buildings and Grounds Move to M&S	-			46
47		135,000		New equipment (Trackhoe)	-			47
48			126,834	Kokanee Way Utility Improvements	126,834			48
49	23,836	135,000	129,834	TOTAL CAPITAL OUTLAY Within Fund	126,834	-	-	49
				INTERFUND TRANSFERS - to PW SB-11				50
51				New Vehicle	1,000			51
52								52
53	-	-	-	TOTAL INTERFUND TRANSFERS - Out to PW SB-11	1,000	-	-	53
				DEBT SERVICE				54
55	-	-	-	TOTAL DEBT SERVICE	-	-	-	55
				CONTINGENCY				56
56		40,000	150,436		102,328			56
57	-	276,460		Reserved for Future expenditures	-			57
58	-	230,640	237,324	TOTAL REQUIREMENTS	383,499	-	-	58

WATER FUND

City of Oakridge

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget FY 2023-2024		
Actual		Adopted Budget this year 2022-2023		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
Second Preceding Year 2020-2021	First Preceding Year 2021-2022					
			RESOURCES			
1	234,854	215,000	430,000 Net Working Capital (accrual basis)	793,468		1
2						2
			OTHER RESOURCES			
3	1,098,352	1,051,200	1,109,016 Water Service	1,177,775		3
4	2,100	2,500	3,000 Connection Charge	3,100		4
5	(75)	3,500	200 Service Charge	1,100		5
6		-	- Fed Grant-Tank 7	-		6
7	1,022	-	- Loan proceeds Tank 7	-		7
8	7,690	2,500	2,500 Misc Income	2,531		8
9	7,347			-		9
10	19,000	19,000	19,000 Transfer from General Fund	19,000		10
11			125,000 PW Overhead to Other Funds	-		11
12	1,370,290	1,293,700	1,688,716 Grant Reimbursement from Well #2	1,996,974	-	12
13						13
			TOTAL RESOURCES			
			REQUIREMENTS			
			PERSONNEL SERVICES			
15	47,484	41,605	45,605 Personnel Insurance	48,526		15
16	43,743	41,000	42,000 PERS	38,768		16
17	133,059	129,030	133,030 Wages	139,965		17
34	224,286	211,635	220,635	225,159	-	34
35	4.00	1.80	1.70	1.70	1.70	35
			TOTAL Full-Time Equivalent (FTE)			
			MATERIAL & SERVICES			
37	171,986	196,000	212,500 Materials & Supplies	213,500		37
38	21,884	25,000	25,000 Seasonal Worker	27,500		38
39	4,326	2,900	3,200 Dispatch Services LCISO	-		39
40	2,500	2,500	2,500 Travel & Training	2,500		40
41	147,000	138,900	161,414 Administrative Overhead	165,000		41
42	1,028	2,000	2,000 Uniform Allowance	165,000		42
43	2,457	2,500	2,500 Vehicle Lease Moved to Capital Outlay			43
44	4,248	5,000	15,000 Meter Replacement	15,000		44
45			650 Dead Mountain Tower Lease	650		45
46	355,426	374,800	414,764	589,150	-	46
47	355,426	374,800	414,764	426,150		47
			CAPITAL OUTLAY within Fund			
49	200	-	- Tank 7			49
50			250,000 Well #2	250,000		50
51	\$ 65,000.00		- Trackhoe (3)			51
			Capital Outlay Transfer to PW SB-11			
53			New Vehicle	9,000		53
54		12,000	12,000 - Meters (100X)	12,000		54
55		6,000	8,000 - Hydrants (2x)	8,000		55
56		6,000	6,000 - Valves (2X)	6,000		56
57		81,350	81,350 - Vac Truck (2)	162,700		57
58		24,500	60,000 - 5YD Dump Truck (4)	120,000		58
59			10YD Dump Truck	20,000		59
60		15,300	30,000 - Backhoe (5)	60,000		60
61			Well #4 Rebuild	35,000		61
62			Well #1 Rebuild	50,000		62
63	200	210,150	445,350	482,700	-	63
			TOTAL CAPITAL OUTLAY Transfer to PW SB-11			
			DEBT SERVICE			
65	21,317	21,350	21,350 Debt Service - Interest OECD	24,109		65
66	100,980	101,000	102,000 Debt Service - Principal OECD	128,762		66
67	10,078	10,300	10,300 Bond Payment - Interest LACOP	11,663		67
68	7,500	7,500	7,500 Bond Payment - Principal LACOP	25,000		68
69	41,828	42,000	42,000 Water Loan Tank 7 Principal IFA Loans	82,512		69
70	45,389	45,500	45,500 Water Loan Tank 7 Interest IFA Loans	25,280		70
						Page 21
71	80	80	155 Debt Service - Interest New Source Well Study	161		71
72	1,313	1313	1,313 Debt Service - Principal New Source Well Study	158		72
73	228,485	229,043	230,118	297,624	-	73
			TOTAL DEBT SERVICE			
			INTERFUND TRANSFERS - OUT			
75	5,808	25,000	25,000 Water Fund Reserve	25,000		75
76	177,282	-	- Transfer to General Fund			76
77	265,000	-	- Loan to General Fund			77
78	438,100	25,000	25,000	25,000	-	78
			TOTAL INTERFUND TRANSFERS - OUT			
			CONTINGENCY			
80		35,000	166,719 Operating Contingency	377,341		80
81						81
82		35,000	166,719	377,341	-	82
			TOTAL CONTINGENCY			
83	243,131	-	- Ending balance (prior years)			83
84		185,000	186,150 Reserved For Future Expenditures (equipment)			84
85		23,072	UNAPPROPRIATED ENDING FUND BALANCE			85
86	1,489,628	1,293,700	1,502,586	1,996,974	-	86
			TOTAL REQUIREMENTS			

WASTEWATER FUND

City of Oakridge

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget FY 2023-2024		
Actual				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
Second Preceding Year 2020-2021	First Preceding Year 2021-2022	Adopted Budget this year 2022-2023				
RESOURCES						
1						1
2	184,623	265,000	406,000	458,387		2
3		-		-		3
OTHER RESOURCES						
4						4
5	2,100	1,400	1,400	2,700		5
6	701,862	724,000	763,820	811,177		6
7	4,404	2,500	2,500	5,000		7
8	95,000			-		8
9	8,032			-		9
10	22,000	14,667	14,667	14,667		10
11	1,018,022	1,007,567	1,188,387	1,291,931	-	-
TOTAL RESOURCES						
REQUIREMENTS						
PERSONNEL SERVICES						
14	54,612	81,300	69,000	65,130		14
15	48,302	56,000	57,000	49,330		15
16	145,116	173,560	161,972	166,241		16
17	248,030	310,860	287,972	280,701	-	-
TOTAL PERSONNEL SERVICES						
18	1.50	2.20	2.90	2.90	2.90	2.90
Total Full-Time Equivalent (FTE)						
MATERIALS & SERVICES						
20	39,533	73,650	94,400	96,400		20
21	30,354	28,000	45,000	49,000		21
22	62,456	63,250	60,000	50,000		22
23	4,326	3,000	3,100	-		23
24	97,200	86,400	97,958	107,667		24
25	1,150	1,500	1,500	1,500		25
26	2,457	2,500	2,500	-		26
27	237,475	258,300	304,458	304,567		
TOTAL MATERIALS & SERVICES						
CAPITAL OUTLAY						
29				9,000		29
30		18,000		18,000		30
31		8,000		8,000		31
32		60,000	60,000	60,000		32
33		50,000				33
34		49,700	49,000	98,000		34
35		15,000	20,000	40,000		35
36		5,000	5,000	5,000		36
37	128	-				37
38	23,240	-				38
39	248	-	100,000			39
40	23,616	205,700	234,000	238,000	-	-
TOTAL CAPITAL OUTLAY						
DEBT SERVICE						
43	10,078	10,300	5,000	11,663		43
44	7,500	7,500	10,000	25,000		44
45	-	-		-		45
46	17,578	17,800	15,000	36,663	-	-
TOTAL DEBT SERVICE						
48	150,000	-	-	-	-	-
49	150,000	-	-	-	-	-
TOTAL LOANS/ INTERFUND TRANSFERS - OUT						
CONTINGENCY						
52		35,000	342,257	432,001		52
TOTAL CONTINGENCY						
53				432,001		53
54						54
55			64,700			55
56		170,557	-			56
UNAPPROPRIATED ENDING FUND BALANCE						
57						57
58	676,698	998,217	1,183,687	1,291,931	-	-
TOTAL REQUIREMENTS						

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget FY 2023-2024				
Actual		Adopted Budget this year 2021-2022		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
Second Preceding Year 2019-2020	First Preceding Year 2020-2021							
			RESOURCES					
1						1		
2	30,581	40,000	63,396	Net Working Capital (accrual basis)	95,490		2	
3				OTHER RESOURCES			3	
4	29,050	29,050	48,648	Storm Water Service	51,664		4	
5	59,631	69,050	112,044	TOTAL RESOURCES	147,154	-	-	5
6				REQUIREMENTS				6
7				MATERIALS & SERVICES				7
9	1,053	5,000	7,000	Materials and Supplies	20,400			9
10			10,000	Professional Services				10
12	16,300	3,000	10,000	Administrative Overhead	21,267			12
15	17,353	8,000	27,000	TOTAL MATERIALS & SERVICES	41,667	-	-	15
16								16
17				CAPITAL OUTLAY - Transfer to PW SB-11				17
19		1,950	2,000	- Vac Truck (5)	4,000			19
20		500	2,000	- 5YD Dump Truck (6)	2,000			20
21				10YD Dump Truck	5,000			21
22				New Vehicle	1,000			22
23		350	400	- Backhoe (7)	800			23
24				Street Sweeper	10,000			24
25	-	2,800	4,400	CAPITAL OUTLAY - Transfer to PW SB-11	22,800	-	-	25
26								26
27		20,000	55,694	CONTINGENCY	82,687			27
28								28
29			2,800	Reserved For Future Expenditures (equipment)				29
30	42,278			Ending balance (prior years)				30
31		38,250	24,950	UNAPPROPRIATED ENDING FUND BALANCE				31
32	59,631	69,050	112,044	TOTAL REQUIREMENTS	147,154	-	-	32

**RESERVE FUND
RESOURCES AND REQUIREMENTS**

This fund is authorized and established by resolution / ordinance number

Date can not be more than 10 years after establishment.

Review Year: 2029

Historical Data			DESCRIPTION Resources and Requirements	City of Oakridge Budget FY 2023-2024		
Actual				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
Second Preceding Year 2020-2021	First Preceding Year 2021-2022	Adopted Budget this year 2022-2023				
Public Works Capital Outlay Reserve Fund						
RESOURCES						
1			Transfer in from Wastewater	368,000		1
2			Transfer in from Water	482,700		2
3			Transfer in from Streets	109,000		3
4			Transfer in from OIP	1,000		4
5			Transfer in from Gen-Parks	17,700		5
6			Transfer in from Stormwater	22,800		6
7	-	-	TOTAL RESOURCES	1,001,200	-	-
REQUIREMENTS						
9			New Vehicles	30,000		9
10		18,000	- Influent Pump (1)	18,000		10
11		8,000	- Blower (2)	8,000		11
12		60,000	60,000 - UV Light Fixtures 3X (3)	60,000		12
13		49,700	49,000 - Vac Truck (5)	264,700		13
14			10YD Dump Truck G26	45,000		14
15		15,000	20,000 - 5YD Dump Truck (6)	162,000		15
16		12,000	12,000 - Meters (100X)	12,000		16
17		6,000	6,000 - Hydrants (2x)	8,000		17
18		6,000	6,000 - Valves (2X)	6,000		18
19		15,300	30,000 - Backhoe (5)	90,800		19
20	-	-	50,000 New Equipment (Street Sweeper)	110,000		20
21			Mower	3,350		21
22			Salmon Creek Bathroom Upgrade	3,350		22
23			Amphitheater Repair	10,000		23
24			Well #4 rebuild (source water)	35,000		24
25			Well #1 Rebuild (Source Water)	50,000		25
26			Property Purchase	80,000		26
27			Reserve for inflation of future costs	5,000		27
28	-	15,300	30,000	TOTAL CAPITAL OUTLAY	1,001,200	-

Form LB-1

NOTICE OF BUDGET HEARING

A public Budget Hearing and meeting of the City of Oakridge City Council will be held on June 7, 2023 at 6pm at Oakridge City Hall, located at 48318 E 1st Street, Oakridge, OR 97463. The purpose of this Budget Hearing is to discuss and hear public comment on the budget for the fiscal year beginning July 1, 2023, as approved by the Oakridge Budget Committee. A summary of the budget is presented below. A copy of the entire annual (1-year) fiscal year 2023-2024 budget may be inspected or obtained at Oakridge City Hall or online at www.ci.oakridge.or.us. Citizens may attend in-person or remotely online via Zoom at: <https://zoom.us/j/3664311610> (or by using your phone and dialing 346-248-7799, then entering Zoom meeting ID# 3664311610). Citizens may also email public comment to cityadministrator@ci.oakridge.or.us

FINANCIAL SUMMARY - RESOURCES

TOTAL OF ALL FUNDS	Actual Amount 2021-2022	Adopted Budget This Year 2022-2023	Approved Budget Next Year 2023-2024
Beginning Fund Balance/Net Working Capital	2,029,511	1,901,049	4,714,296
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	2,469,717	3,143,173	3,986,798
Federal, State and all Other Grants, Gifts, Allocations and Donations	926,696	2,724,196	793,436
Revenue from Bonds and Other Debt	-	-	-
Interfund Transfers and Loans	590,000	610,736	621,000
Charges for Internal Services and other Internal Fees	705,910	792,800	119,687
All Other Resources Except Current Year Property Taxes	96,520	48,700	155,661
Current Year Property Taxes Estimated to be Received	1,115,600	1,260,048	1,300,950
Total Resources	7,933,954	10,480,702	11,691,828

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION

Personnel Services	2,712,985	2,774,169	2,982,839
Materials and Services	2,264,266	2,435,192	2,778,927
Capital Outlay	579,366	1,296,311	2,219,442
Debt Service	246,843	365,801	406,725
Interfund Transfers and Loan Repayments	995,297	610,736	621,000
Contingencies	148,546	355,081	259,541
Special Payments	-	-	-
Unappropriated Ending Balance and Reserved for Future Expenditure	986,651	2,643,412	2,423,354
Total Requirements	7,933,954	10,480,702	11,691,828

FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM *

Name of Organizational Unit or Program FTE for that unit or program			
Administration	758,792	883,147	1,057,325
FTE	4.0	4.0	5.0
Building/Planning	96,800	84,378	88,336
FTE	0.0	0.5	0.0
Police	1,112,090	1,197,978	1,262,416
FTE	6.0	5.0	6.0
Library	30,750	32,250	36,154
FTE	0.3	0.3	0.5
Parks	66,600	120,210	90,206
FTE	0.2	0.2	0.0
Willamette Activity Center (WAC)	36,025	1,515,643	1,494,718
FTE	0.1	0.1	0.0
Municipal Court	77,865	82,710	87,803
FTE	0.5	0.5	0.5
Streets	434,000	696,870	903,510
FTE	0.8	0.8	0.8
Fire/EMS Services	1,182,630	1,255,266	1,470,237
FTE	4.0	4.0	4.0
Wood Stove Replacement	17,312	0	0
FTE	0.0	0.0	0.0
Bicycle/Pedestrian Path Program	8,076	0	0
FTE	0.0	0.0	0.0
Oakridge Industrial Park	547,100	394,560	727,089
FTE	0.1	0.4	0.1
Water Utility	1,293,700	1,688,716	2,054,347
FTE	2.0	2.0	1.7
Wastewater Utility	1,007,567	1,188,387	1,277,264
FTE	2.9	2.9	2.9
Stormwater Utility	69,050	112,044	145,260
FTE	0.1	0.3	0.0
Not Allocated to Organizational Unit or Program	1,195,597	1,228,543	997,163
FTE	0.0	0.0	0.0
Total Requirements	7,933,954	10,480,702	11,691,828
Total FTE	21.0	21.0	21.5

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING

For 2023-24, the City's programs, activities, and budgeting are not substantially changing. However, some budget line items have been combined from previous years (as noted in the budget), and the city received \$1,500,000 from the state legislature in 2022 for the purpose of funding the Willamette Activities Center remodel project. Only \$5,283.00 was used in FY23 so the remaining \$1,494,718 will roll over to fiscal year 23-24.

PROPERTY TAX LEVIES

	Rate or Amount Imposed 2021-2022	Rate or Amount Imposed This Year 2022-2023	Rate or Amount Approved Next year 2023-2024
Permanent Rate Levy (rate limit \$7.1996 per \$1,000)	\$7.1996/\$1,000	\$7.1996/\$1,000	\$7.1996/\$1,000
Local Option Levy	n/a	n/a	n/a
Levy For General Obligation Bonds	n/a	n/a	n/a

STATEMENT OF INDEBTEDNESS

LONG TERM DEBT	Estimated Debt Outstanding on July 1.	Estimated Debt Authorized, But Not Incurred on July 1
General Obligation Bonds	\$0	\$0
Other Bonds	\$300,000	\$0
Other Borrowings	\$3,886,896	\$0
Total	\$4,186,896	\$0

Motions/Recommendations passed by the Budget Committee 2023*

The 2023 City of Oakridge Budget Committee passed the following Motions/Recommendations during their committee meetings in 2023 for the fiscal year 2023-2024 budget:

Date: 5/30/23

Motion: "I move we approve the City of Oakridge Fiscal Year 2023-2024 budget."

Vote: 9 in favor, 1 against

Date: 5/30/23

Motion: "I move the committee recommend to the city council that once the FY22-23 has been closed out and the FY21-22 audit is finalized, they reconvene the budget committee"

Vote: 10 in favor, 0 against

Date: 5/30/23

Motion: "I move the committee recommend to the city council that the Public Safety Fee remain at \$22 per month for FY23-24 but be added to the water bill and payments be credited in the following order: public safety fee, stormwater, wastewater and water."

Vote: 7 in favor, 2 against, 1 abstention

Date: 5/24/23

Motion: "I move we recommend to City Council that they adopt a Resolution declaring the city's election to receive state shared revenues."

Vote: Unanimous

Date: 5/24/23

Motion: "I move that the budget committee approve the fiscal year 2023-2024 property tax levy at the rate of \$7.1996 per \$1,000.00 of assessed value."

Vote: Unanimous

**Version 1 as of 6/7/23 at 5:05pm (this document is being reviewed by the City Recorder for accuracy. A new version will be sent prior to or during the Budget Hearing if edits are needed)*

6/17 Version (Correct)

City of Oakridge, Oregon
Approved by The Budget Committee FY 2023-2024
Budget Summary

Page 1

General Fund Budget Summary

	<u>Proposed FY 2024</u>
Current Resources	3,492,613
TOTAL RESOURCES	<u>\$3,492,613</u>
Requirements	
Administrative	\$1,053,963
Building/Planning	88,336
Police	1,262,416
Library	36,154
Parks	90,206
Muni Court	87,803
WAC	-
Interfund Transfers & Loans - Out	596,000
Unappropriated Ending Fund Balance	51,385
Total Requirements (Appropriation Level):	<u>3,266,263</u>
Requirements - Unappropriated:	
ARPA Funds Restricted Use	22,122
Reserved for Future Expenditures	-
TOTAL REQUIREMENTS	<u>\$3,288,385</u>

6/13 Version (Enclosed)

TOTAL BUDGET - SUMMARY BY FUND

Total Budget by Fund:	Approved by Budget Committee <u>FY 2024</u>
General Fund	\$3,288,385
TRT Fund	\$69,490
RTMP Fund	\$33,443
WAC Grants and Appropriations	\$1,494,718
Street Fund	903,510
Emergency Services Fund	1,470,237
Water Fund Reserve	104,040
Water Bond Fund	120,683
Oakridge Industrial Park Fund	727,089
Water Fund	2,054,347
Waste Water Fund	1,277,264
Storm Water Fund	145,260
TOTAL CITY BUDGET	<u>\$11,688,466</u>

6/7 Version (Correct)

DETAILED REQUIREMENTS

FORM
LB-30

**GENERAL FUND
ADMINISTRATION**

	Historical Data			REQUIREMENTS DESCRIPTION	Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Actual Second Preceding Year 2020- 2021	Actual First Preceding Year 2021-2022	Budgeted Adopted Budget this year 2022-2023					
1				PERSONNEL SERVICES				1
2	305,363	247,045	292,759	Wages	393,388	393,388		2
3	69,290	62,579	74,249	Personnel Insurance	101,406	101,406		3
4	68,501	53,560	93,231	PERS	114,944	114,944		4
5	-	-	-	ARPA Bonuses		-		5
6	443,154	363,184	460,239	TOTAL PERSONNEL SERVICES	609,738	609,738	-	6
7	5.50	4.70	4.00	Total Full-Time Equivalent (FTE)	5.00	5.00	-	7
8				MATERIALS & SERVICES				8
9	17,057	19,338	18,900	Utilities	17,000	17,000		9
10	71,940	228,382	207,508	Material and Supplies	362,425	362,425		10
11	232,878	106,925	82,000	Professional Services	64,800	64,800		11
12	321,876	354,645	308,408	TOTAL MATERIALS & SERVICES	444,225	444,225	-	12
13				CAPITAL OUTLAY				13
14	1,666	-	-	Radios Debt Service	-	-		14
15	-	-	14,500	Council Chambers (ARPA)	-	-		15
16	-	-	100,000	City Hall & Police Building (ARPA)	-	-		16
17	1,666	-	114,500	TOTAL CAPITAL OUTLAY	-	-	-	17
18	766,695	717,829	883,147	TOTAL REQUIREMENTS	1,053,963	1,053,963	-	18

* See pages 11 and 12 for explanation of M&S

5/30 Version (Correct)

City of Oakridge, Oregon
Approved by The Budget Committee FY 2023-2024
Budget Summary

Page 1

General Fund Budget Summary

	<u>Approved FY 2024</u>
Current Resources	3,291,747
TOTAL RESOURCES	<u>3,291,747</u>
Requirements	
Administrative	\$1,057,325
Building/Planning	88,336
Police	1,262,416
Library	36,154
Parks	90,206
Muni Court	87,803
WAC	-
Interfund Transfers & Loans - Out	596,000
Unappropriated Ending Fund Balance	51,385
Total Requirements (Appropriation Level):	<u>3,269,825</u>
Requirements - Unappropriated:	
ARPA Funds Restricted Use	22,122
Reserved for Future Expenditures	-
TOTAL REQUIREMENTS	<u>3,291,747</u>

5/30 Version (Correct)

TOTAL BUDGET - SUMMARY BY FUND

Total Budget by Fund:	Approved by Budget Committee FY 2024
General Fund	\$3,291,747
TRT Fund	\$69,490
RTMP Fund	\$33,443
WAC Grants and Appropriations	\$1,494,718
Street Fund	903,510
Emergency Services Fund	1,470,237
Water Fund Reserve	104,040
Water Bond Fund	120,683
Oakridge Industrial Park Fund	727,089
Water Fund	2,054,347
Waste Water Fund	1,277,264
Storm Water Fund	145,260
TOTAL CITY BUDGET	<u>\$11,891,828</u>

5/30 Version (correct)

FORM
LB-30

DETAILED REQUIREMENTS

Page 10

**GENERAL FUND
ADMINISTRATION**

	Historical Data			REQUIREMENTS DESCRIPTION	Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Actual Second Preceding Year 2020- 2021	Actual First Preceding Year 2021-2022	Budgeted Adopted Budget this year 2022-2023					
1				PERSONNEL SERVICES				1
2	305,363	247,045	292,759	Wages	393,388	393,388		2
3	69,290	62,579	74,249	Personnel Insurance	101,406	101,406		3
4	68,501	53,560	93,231	PERS	114,944	114,944		4
5	-	-	-	ARPA Bonuses		18,000		5
6	443,154	363,184	460,239	TOTAL PERSONNEL SERVICES	609,738	627,738	-	6
7	5.50	4.70	4.00	Total Full-Time Equivalent (FTE)	5.00	5.00	-	7
8				MATERIALS & SERVICES				8
9	17,057	19,338	18,900	Utilities	17,000	17,000		9
10	71,940	228,382	207,508	Material and Supplies	362,425	347,787		10
11	232,878	106,925	82,000	Professional Services	64,800	64,800		11
12	321,876	354,645	308,408	TOTAL MATERIALS & SERVICES	444,225	429,587	-	12
13				CAPITAL OUTLAY				13
14	1,666	-	-	Radios Debt Service	-	-		14
15	-	-	14,500	Council Chambers (ARPA)	-	-		15
16	-	-	100,000	City Hall & Police Building (ARPA)	-	-		16
17	1,666	-	114,500	TOTAL CAPITAL OUTLAY	-	-	-	17
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* See pages 11 and 12 for explanation of M&S

Business of the City Council
City of Oakridge, Oregon
June 29, 2023

Agenda Title: Resolution 11-2023
Adoption of the FY 23-24 Budget and
Imposing & Categorizing Taxes (*2nd*
Reading)

Proposed Council Action: A motion from
the floor to approve.

Agenda Item No: 9.2

Exhibits:

- (1) Resolution 11-2023
- (2) FY 23-24 Approved Budget
- (3) FY 23-24 Proposed Budget
- (4) LB-1 Form (Budget Summary & Notice)
- (5) 6/6/23 Email from Dept of Revenue

ISSUE: City Council is required to adopt a balanced budget annually, as well as approve making appropriations and imposing & categorizing taxes, after hearing Public Comment at a noticed City Council Budget Hearing, which was held last week on June 7, 2023. During the meeting, Council decided to postpone voting on the Resolution (#11-2023) due to the numbers in the *Proposed* budget column of the FY 23-24 *Approved* Budget not reflecting the numbers provided in the initial *Proposed* Budget, which was drafted and released by the Budget Officer (CA James Cleavenger) during the 1st Budget Committee meeting on April 17, 2023. Instead, the *Approved* Budget numbers were listed in both columns. At the direction of Council, the *Proposed* Budget numbers in the “Proposed Budget” column of the Approved Budget have been edited to reflect the correct *proposed* budget figures. No changes were made to the Approved Budget figures.

The original *Proposed* Budget has been (and still is) available for Council and public review at City Hall, on 3 pages on the City of Oakridge website, and in the 6/7/23 Council Packet for the Budget Hearing. On 6/6/23, Finance Director Colleen Shirley received an email from the Oregon Department of Revenue (see attached), providing further guidance on state budget requirements. The email stated that while having numbers in the “Proposed Budget” column is not “required” under state law, having those numbers “help the user of the forms track the changes to the budget as it moves through the process.” It has also been the past practice of Council to include these numbers in the final budget.

The budget provides us with a basis for evaluating the City’s financial position in the new fiscal year and must be “Adopted” by City Council **on or before June 30th**. The “Approved Budget” was approved by the Budget Committee on 5/30/23. On 5/24/23, the Budget Committee also passed a motion to recommend that City Council keep the property tax levy at the rate of \$7.1996 per \$1,000.00 of assessed value. See the attached FY 23-24 *Approved* Budget, FY 23-24 *Proposed* Budget, LB-1 Form (Budget Summary and Notice), 6/6/23 email from the Oregon Department of Revenue, the list of Motions and Recommendations passed by the Budget Committee, the FY 23-24 Budget Message, and Resolution 11-2023 for more details. The 1st Reading of the resolution was approved by Council on 6/15/23. The 2nd Reading is on 6/29/23.

FISCAL IMPACT: FY 2023-2024 Budget **\$11,691,828.00**

OPTIONS: (1) Approve Resolution 11-2023, Adopting the Approved FY 23-24 Budget
(2) Do not approve the Resolution

RECOMMENDATION: Option 1

RECOMMENDED MOTION: *"I move that we approve and adopt Resolution 11-2023, adopting the Approved Fiscal Year 2023-2024 Budget in the amount of \$11,691,828.00 and making the associated appropriations and imposing and categorizing taxes, after a 2nd reading **by title only** [optional]."*

STRATEGIC THEMES/GOALS INVOLVED:

Theme 2 (Responsive Government), Goal #1: In an open and transparent manner, effectively deliver services that citizens need, want, and support.

Theme 2 (Responsive Government), Goal #3: Manage finances in a fiscally responsible manner ensuring long term financial stability.

**Business of the City Council
City of Oakridge, Oregon
June 29, 2023**

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Imposing & Categorizing Taxes (*2nd*
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the floor to approve.

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FISCAL IMPACT: FY 2023-2024 Budget **\$11,691,828.00**

OPTIONS: (1) Approve Resolution 11-2023, Adopting the Approved FY 23-24 Budget
(2) Do not approve the Resolution

RECOMMENDATION: Option 1

RECOMMENDED MOTION: *"I move that we approve and adopt Resolution 11-2023, adopting the Approved Fiscal Year 2023-2024 Budget in the amount of \$11,691,828.00 and making the associated appropriations and imposing and categorizing taxes, after a 2nd reading **by title only** [optional]."*

STRATEGIC THEMES/GOALS INVOLVED:

Theme 2 (Responsive Government), Goal #1: In an open and transparent manner, effectively deliver services that citizens need, want, and support.

Theme 2 (Responsive Government), Goal #3: Manage finances in a fiscally responsible manner ensuring long term financial stability.

ORDINANCE NO. 940

**AN ORDINANCE AMENDING CITY OF OAKRIDGE CODE CHAPTER 130 TO
ADOPT A FIREWORKS BAN AND OTHER RESTRICTIONS DURING
DECLARED FIRE SEASON, EXTREME FIRE DANGER CONDITIONS**

WHEREAS, pursuant to Article IX, Section 2 of the Oregon Constitution and the Oakridge Charter, the City of Oakridge is a home rule municipality with all the powers that the constitutions, statutes, and common law of the United States and the State of Oregon expressly or impliedly grant or allow the City; and

WHEREAS, the City Council finds that summertime weather conditions can create conditions that create an extreme risk of wildfires; and,

WHEREAS, the City Council finds there are many things that could be the source of ignition for a wildfire, including but not limited to fireworks; and,

WHEREAS, the City Council finds that wildfires endanger the health and safety of the city's population, jeopardize economic vitality within the city, and imperil the quality of the environment; and,

WHEREAS, the City Council finds that Oregon Revised Statute 480.160 authorizes a municipality to prohibit the manufacture, sale or discharge of fireworks; and,

WHEREAS, the City Council finds that Oregon Revised Statutes 477.505 through 477.512 provides that when conditions that create a fire hazard to exist in any forest protection district or portion thereof, the Oregon State Forester has the authority to declare the beginning of fire season; and,

WHEREAS, the City of Oakridge finds the restrictions that are imposed by the declaration of the beginning of fire season found at Oregon Revised Statutes 477.510 and 477.512 would be appropriate for all areas within the City of Oakridge; and,

WHEREAS, the City Council finds the same conditions that trigger the declaration of a fire season and imposition of the accompanying restrictions are the same conditions that make it appropriate to prohibit the discharge of fireworks during declared extreme fire danger conditions for the South Cascade District.

WHEREAS, considering all of the above, the Oakridge City Council finds that prohibiting the use of fireworks during extreme fire conditions has benefits to the community through less risk of fire in an increasingly dry environment.

NOW, THEREFORE, the City of Oakridge ordains as follows:

Section I. Section 130.02(C), Fireworks Ban and Other Restrictions During a Declared Fire Season, Extreme Fire Danger Condition is attached as Exhibit A and incorporated by this reference is hereby added to the City of Oakridge Code Chapter 130.

Section II. Professional fireworks displays or shows that have been issued a General Fireworks Display Permit by the Oregon State Fire Marshal and which have been approved by the Oakridge City Council, are exempt from prohibition.

Section III. If any section, subsection, sentence, clause phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion constitutes a separate, distinct and independent provision, and such holding does not affect the validity of the remaining portions hereof.

Section IV. Nothing herein is intended to, nor acts herein to amend, replace, or otherwise conflict with any other ordinances of Lane County or any other Code or statutory provisions unless expressly so stated.

Section V. This Ordinance is necessary for the protection of public health, public safety, and public property and is effective immediately upon adoption.

READ, PASSED AND ADOPTED by a vote of the Oakridge City Council this ___ day of _____, 2023.

APPROVED AND SIGNED BY THE MAYOR of the City of Oakridge this ___ day of _____, 2023.

Attest:

Mayor

City Recorder

Ayes:

Nays:

§ 130.02 WEAPONS AND FIREWORKS.

(A) (1) Except at firing ranges approved by the Chief of Police, no person other than a peace officer or dog control officer shall fire or discharge a gun, including a spring or air actuated pellet gun, air gun or B.B. gun or other weapon which propels a projectile by use of gunpowder, other explosive or jet or rocket propulsion. (2) The provisions of this section shall not be construed to prohibit the firing or discharge of any weapon as allowed in the defense stated in O.R.S. 161.190 to 161.275.

(B) The Oregon Fireworks Law, O.R.S. 480.110 to 480.160, as now enacted, is hereby adopted and violation thereof shall constitute an offense against the city.

(Ord. 721, passed 6-5-86) Penalty, see § 130.99

(C) Fireworks prohibition and fire restrictions.

- (1) Upon the declaration of fire season by the Oregon State Forester pursuant to ORS 477.505 for the City of Oakridge, the [use or discharge] of fireworks is prohibited in the City of Oakridge during “extreme” fire danger conditions, as declared by the Oregon State Forester. The prohibitions and restrictions shall remain in place until the Oregon State Forester declares a fire danger condition less than extreme or has declared the end to fire season pursuant to ORS 477.505. Professional fireworks displays or shows that have been issued a General Fireworks Display Permit by the Oregon State Fire Marshal and which have been approved by the Oakridge City Council, are *exempt* from prohibition.**
- (2) For purposes of this section, the following definitions apply:**
 - (a) “Oregon State Forester” is defined as the position described in ORS 477.001(27);**
 - (b) “Fireworks” has the same definition as ORS 480.111;**
 - (c) “Fire Season” has the same definition as ORS 477.001(7).**
- (3) Violation of §130.02(C) is punishable upon conviction of a fine not exceed \$1000.**

