

# 2023-2024

## City of Willamina Adopted Budget Bridget Meneley, Budget Officer



### Willamina Falls

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## FISCAL YEAR 2023-2024 BUDGET MESSAGE

To: Budget Committee Members and Citizens of Willamina  
From: Bridget Meneley, City Manager and Budget Officer  
Date: May 25, 2025

I present to you the proposed budget for the City of Willamina fiscal year beginning July 1, 2023 and ending June 30, 2024. This budget has been prepared to satisfy the legal requirements of the City of Willamina Charter and the State of Oregon local budget law.

### **SYNOPSIS**

The proposed budget provides a financial plan for the City of Willamina for the Fiscal Year 2023-2024. Historically our City struggled to find the funds to maintain its assets, keep its water enterprise fund in a positive financial position, and provide services to its citizens. In the last four fiscal years current management and staff have worked diligently to strengthen the financial position of the City, complete needed repairs and maintenance on its real properties and infrastructure, replace failed or failing equipment, and provide a consistently high level of service to its citizens. The many prior years of deferred maintenance and inability to purchase new equipment has caught up to the City and we continue to see increased equipment and infrastructure failures due to this deferred maintenance and deferred replacement. We must continue to upgrade, maintain, and replace our infrastructure and equipment to avoid the unplanned for and expensive failures. Fortunately, due to our fiscally conscious work over the past four fiscal years (nearly five calendar years) our City is in a much better position to complete the work necessary to bring our infrastructure, facilities, and equipment up to essential levels. During prior years we embarked on a planned purchase of replacement equipment and vehicles, and we are in the middle of a number of long overdue infrastructure projects.

Our intention remains, as always, to integrate the Council's goals with the City's expected resources to provide the most complete service to our community, while continuing to safeguard the future of the community, the City, and its infrastructure.

The City's total budget for Fiscal Year 2023-2024 is \$10,039,724. This is a significant increase from the Fiscal Year 2021-2022 total budget of \$4,754,175. This increase is primarily due to the grants that were procured through a combined effort of city staff, Business Oregon, Mid-Willamette Council of Governments (MVCOG) Grant Administrator, John Schmidt who was pivotal in the writing a majority of the grant(s) for the water intake project. The largest reimbursable grant earmarked is the \$2 million congressional directed spending funds received from our Federal Delegates, and the \$1 million ARPA grant from Yamhill County. Both grants are designated for the City's nearly \$12 million water infrastructure project.

Our Interim City Manager, Sarah Frost, was integral to developing the list below and over the upcoming Fiscal Years; we will see funding funnel through the following sources:

#### Water

- \$2,000,000 that have been earmarked from Congressional Designated Funds through Senator Merkley's office as a reimbursable grant. The Interim City Manager worked with MWVCOG of government to complete the application process through the

Environmental Protection Agency (EPA). These funds will be available; but we currently do not have a specific time frame.

- \$1,000,000 from Yamhill County ARPA – Funds are currently in City accounts and will be used as we move towards the construction phase of the water intake project. During FY 2022-2023, \$27,490 has been spent, leaving \$972,510 for FY 2023-2024. Quarterly reports are currently being administered by the previous Interim City Manager, Sarah Frost.
- \$1,700,000 Community Development Block Grant Funded (CDBG) – This application was due in the fall and Interim City Manager worked with MWVCOG and Business Oregon to submit the intake application by August 30, 2022. This reimbursable grant was executed in January 2023.
- \$750,000 Community Development Block Grant Cares Act Funded (COVID ARPA/CDBG) – This funding bucket was for round two of the CDBG grant and was completed concurrently with the application for the \$1,700,000. MWVCOG and Business Oregon worked closely with Interim City Manager and City Staff to ensure that the application was submitted accurately. This reimbursable grant was executed in February 2023.
- Safe Drinking Water Revolving Loan Fund (SDWRLF) – this reimbursable loan was awarded June 3, 2022.
  - o Loan: \$4,384,660
  - o Forgivable Loan: \$530,000
- Wastewater Grant/Loan – This grant/loan combo was applied concurrently with the SDWRLF and was awarded June 3, 2022.
  - o Loan: \$600,000
  - o Grant: \$600,000

The City’s budgeted monies are reflected in nine different funds which include the General Fund, Street Fund, Water Fund, Wastewater Fund, Parks SDC Fund, Street SDC Fund, Water SDC Fund, Wastewater SDC Fund, and Stormwater SDC Fund. A full discussion of each fund, including projected revenue, proposed use of that revenue, and factors affecting the fund will be provided under the appropriate headings below.

**BUDGET DOCUMENT EXPLANATION**

The City of Willamina operates on a fiscal year beginning on July 1<sup>st</sup> and ending on June 30<sup>th</sup>. The purpose of our budget is to provide a document to explain how the City intends to use the resources entrusted to it by its citizens. As noted above, the City of Willamina has nine different funds including two enterprise funds.

Enterprise funds are those funds created to provide an accounting of the business activities of certain enterprise operations. These operations in the City of Willamina consist of the Water

Fund and the Wastewater Fund. Enterprise operations are expected to function similar to private enterprise in that they should be self-sustaining, with all costs paid by user charges. Further, those revenues received by an enterprise fund are restricted and may only be spent for activities relating to that fund. Thus, all monies received for the Water Fund may only be used for water activities which may include administration of the water operations, operation of the water operations, maintenance of the system, expansion of the system, etc.

When reviewing the budget it is important to understand that each fund is separate and distinct from the other and must remain balanced. The revenues generated by each fund may only be expended for the purposes of that fund; except the General Fund revenues, which can be transferred to any other fund.

## **REVIEW OF FUNDS**

### **General Fund**

For a small city, Willamina provides a great number of services to its citizens. Some of these services include a library, cemetery, museum, municipal court, law enforcement (via contract) and community support officers, planning staff and services, and six parks as well as the staff and administration to manage these services and maintain the properties. All of these services, as well as maintenance and repairs to properties (other than Streets, Water and Wastewater infrastructure, and Water and Wastewater properties), are provided through those monies received into the General Fund.

Revenues are received into the General Fund mainly from property taxes, State revenue sharing, and franchise fees. The City of Willamina straddles the Yamhill County and Polk County line with citizens and properties in both counties. The total taxable value of the property within the City of Willamina (both Counties) increased from \$114,976,372 in FY 2022-2023 to \$121,467,768 in FY 2023-2024. We estimate that the General Fund will receive a total of approximately \$490,000 in property taxes for City operations for FY 2023-2024. With our focus on continuation to improve critical infrastructure, economic development, planning and land use development, we will continue to see an increase in homes over the coming fiscal year. However, should we fail to continue to focus on the aforementioned development projects will decrease which will result in stagnant tax revenues.

We expect to see a continued recovery in franchise fees as our economy rebounds from the effects of the pandemic. We expect an increase from \$108,300 in franchise fees received last fiscal year to \$110,800 received in Fiscal Year 2023-2024. A part of this increase can also be attributed to the new homes that have been built within our City over the last few years.

In Fiscal Year 2018-2019, one business utilized the Downtown Loan Fund in the sum of \$5,322 leaving \$19,678 in that account. In Fiscal Year 2019-2020 the Economic Improvement District borrowed \$6,000 from the Downtown Loan Fund leaving \$13,678 available in that account. With the payments (principal and interest) made from these borrowers we are able to allocate \$14,678 in the Downtown Loan Fund for FY 2023-2024.

Personnel services are distributed in the General Fund and other funds based on the anticipated assignment of duties of employees. Due to significant input from our community members and the City Council regarding their desire to return to having City Hall open to the public five days a week and the reduction of two employees (at their request) to part-time, a new full-time employee was added to the City's personnel. This employee will work out of City Hall but is employed through Public Works with her wages and benefits allocated across funds.

We contract with the Yamhill County Sheriff's Office for the City's law enforcement needs. The contract fee for Fiscal Year 2023-2024 is estimated to be \$382,500. This contract is paid through a combination of General Fund monies (approximately \$262,000) and a Public Safety Fee (approximately \$120,000).

The destabilization at the City's Huddleston Pond at Hampton Park has been a long time concern for City Council members and became a pressing issue for this FY 2022-2023. The bank has destabilized to the point where a portion of the property must be cordoned off for the safety of the users of the Park. The estimated cost to repair this destabilization during FY 2020/2023 was \$2.8 million. The General Fund does not and will not in the foreseeable future have \$2.8 million in expendable funds for this project.

In 2023 through combined efforts of City Staff, Senator Merkley's office, and our contracted Senior Project Engineers huge amount of support, the project is now estimated at \$4,285,000.

During FY 2022-2023 the City was successful in applying for a Special Public Works Fund grant for \$100,000. In 2023 the City requested \$2.0M in pre-disaster mitigation (PDM) funding from the Federal Emergency Management Agency (FEMA) through Congressionally Directed Spending (CDS), with a scalable amount of \$980,000 and intends to pursue a larger PDM grant from FEMA in June 2023 when the application window opens.

Regardless of amount of CDS directed to the project or the City's success with the full FEMA PDM grant, other sources of funding will likely be necessary for the project.

The City is requesting \$1.685M in state funds for this project with a scalable amount of \$1M. This amount in combination with existing grants will be used to pay for conceptual and final design and permitting in addition to as much of construction as is practicable.

The City was asked to donate funds for FY 2023-2024 to a number of non-profit and/or public service organizations. Because of our continued focus on completing deferred maintenance, replacing old and non-working equipment, and providing a high level of services to our community, management has not allocated funds for donations for this fiscal year. Management continues to allocate a line item for Community Assistance funds which are used for the food pantries housed in City Hall and the Library, the hygiene and school supply pantry housed at the Library, and other services provided to those in our community who are in need of assistance. As our community continues to recover from the economic losses due to the pandemic, management hopes to be able to reduce the Community Assistance funds and allocate funds for donations.

**Street Fund**

The Street Fund had consistent funding from the State's gas tax revenue sharing the last few years and, under current management, was more active including the repaving or patching of multiple streets throughout the City. Due to an extraordinary increase in labor and product costs the City was unable to afford to complete a major street repair early in Fiscal Year 2020-2021, but at the time of the writing of this budget message, the City had awarded two street repair contracts; one for the Barber Street Overlay and one for the Walnut Street Overlay.

City management will be assessing the City's ability to apply for a Small City Allotment grant for Fiscal Year 2023-2024.

Most of the City's streets were left on deferred maintenance or patched for many years. This resulted in streets that are in worse condition than most and that will cost more to repair than most. In addition, the increased labor and product costs due to pandemic related issues means that the average cost to repair one street has nearly doubled to \$200,000. With the City receiving only \$172,000 in Street Funds from the State, City management must carefully and strategically plan for the use of those limited funds. City management will continue to utilize the Street funds to the fullest extent possible in order to bring our streets back to a serviceable condition after many years of deferred maintenance.

**Water Fund**

As noted above, the Water Fund is an enterprise fund. Such funds are expected to be self-sustaining with all costs paid by user charges. In previous years, the water fund was not self-sustaining and, indeed, was in a negative revenue status for decades. Due to the negative revenue status, the water infrastructure was placed on deferred maintenance and much needed work was not completed. That has set the City up for a situation where there are multimillion dollars worth of projects that must be completed. City management and the water operations personnel will continue to work diligently to increase efficiency and reduce costs, which in conjunction with properly scheduled water rate increases, has put the Water Fund into a positive revenue position.

As with many small cities, our water infrastructure is aging and needs significant repairs and upgrades. In addition, deferred maintenance over the years has taken a toll on our infrastructure. Our master plan recommends significant water infrastructure repairs and upgrades with costs in 2015 "dollars" estimated at over \$15 million. Given the current labor and product increases it is possible that this estimate could have tripled to \$45 million for the complete repair and upgrade of our system. The largest and most necessary repair is the moving of the City's water intake and placement of a main water line to the school. This project is estimated to cost approximately \$9 million. The City is unable to fund these repairs and upgrades without assistance from outside sources. City management has worked diligently to identify grant and low-interest loan funds to complete this project. Through these efforts the City received an earmarked amount of \$2 million direct spending award from our Federal Delegates and a \$1 million ARPA grant from Yamhill County.

**Wastewater Fund**

As with the Water Fund, the Wastewater Fund is an enterprise fund and is expected to be self-sustaining with all costs paid by user charges. Historically, the Wastewater Fund has been self-sustaining and has ended each fiscal year with a positive ending balance.

The wastewater master plan was last updated in the late 1990's. The City has undertaken an update of its wastewater master plan which will be completed in 2023. The cost of this master plan is approximately \$140,000. The City received a grant of \$20,000 from Business Oregon which was received in the last fiscal year. The City also received a loan/grant (with a portion of the loan forgivable) from the Department of Environment Quality which is currently in the process of being finalized. It is expected that those funds will be deposited, after applying for reimbursement in Fiscal Year 2022-2023, carrying over into Fiscal Year 2023-2024.

In 2022 City management had just learned of a priority repair which must be undertaken in the very near future: hopefully within Fiscal Year 2022-2023. Both of the City's lift stations are running over-capacity and must be upgraded to run within the design standards for those stations. It is expected that the cost of those upgrades will be approximately \$2.5 million. In 2023, through combined efforts of City Staff, and our contracted Senior Project Engineers huge amount of guidance and support, has applied for The City has requested \$2,450,000 in grant funding from the Environmental Protection Agency (EPA) through Congressionally Directed Spending, with a scalable amount of \$1,500,000 to address this critical infrastructure need within the City. The anticipates that \$25K will be used for environmental clearances (i.e., NEPA and SHPO); \$375K for design; \$40K for legal and grant administration; and \$2.56M for construction including a 10% construction contingency.

**Equipment Purchases**

For many years the City was unable to replace equipment as needed, leaving it with old, outdated, failing, or failed equipment which made it difficult or impossible to maintain the City's infrastructure. In Fiscal Year 2021-2022 and Fiscal Year 2022-2023 we had hoped to replace the wastewater operator's vehicle; however we were unable to do so. City management will continue to pursue potential funding opportunities at this time.

**SYSTEM DEVELOPMENT CHARGES (SDC) FUNDS**

SDC Funds are system development charges collected from developers who create the need for expansion of current infrastructure systems. These funds are expected to continue to grow and will be available when the infrastructure systems require expansion.

In Fiscal Year 2021-2022, a SDC rate review was completed and adopted. This rate review increased the SDC rates so that as houses are built, the City's SDC Funds will increase at an appropriate rate to allow the City to complete necessary capacity building projects. In addition, the rate study found that the City needed to add two SDC Funds to its budget; these new funds are the Parks SDC and the Stormwater SDC. With the addition of these new Funds, the City of Willamina has five SDC Funds---Street, Water, Wastewater, Parks and Stormwater. As long as the City continues to encourage housing starts, the SDC Funds should continue to increase and provide funding for necessary infrastructure projects.

**CLOSING COMMENTS**

This is my first budget message. With that being said, the budget message that was written by the outgoing City Manager contained valuable institutional knowledge for the three (3) new City Council Members and the five (5) new Budget Committee Members that is valuable information to provide to them.

The message has been modified to reflect dollar amounts that are accurate for FY 2023/2024 and included the water intake project funding buckets to reflect which amounts were grants, which are reimbursable grants, which amounts are grant loan combos, and which funding buckets are loan so that we have a clear understanding where the funds will be coming from.

City staff has experienced a large amount of transition this Fiscal Year. We have three new employees in the City Hall office and two of us are new to our roles; with five office staff learning the responsibilities and daily tasks we are also building positive working relationships with all departments in order to continue the progression of all the projects, develop processes, and creatively brainstorm to solve new questions that arise daily.

We are excited and committed to this community and will continue prudent and strategic planning, a focus on economic development and housing starts, and planning for the City's long-term needs, the City of Willamina can continue on this positive path of growth to remain the thriving, healthy community that we see today.

Sincerely,

*Bridget Meneley*

Bridget Meneley  
City Manager and Budget Officer



# City Of Willamina

## Budget Committee for the Fiscal Year 2023-2024

<b>Budget Committee</b>	<b>First Name</b>	<b>Last Name</b>
City of Willamina Mayor	Ila	Skyberg
City of Willamina City Council	Rita	Baller
City of Willamina City Council	Barry	Wilson
City of Willamina City Council	Craig	Johnson
City of Willamina City Council	Vickie	Hernandez
City of Willamina City Council	Jennifer	Pederson
City of Willamina City Council	Karl	Klym
Budget Committee	Philip	Lybarger
Budget Committee	Jaime	VanDenBosch
Budget Committee	Monique	Keeling
Budget Committee	Katie	Vinson
Budget Committee	Roy	Whitman
Budget Committee	Tiffany	Moore
Budget Committee	Jean'Lueise	Lee
City Manager & Budget Officer	Bridget	Meneley
Finance Manager	Scott	Clark
Deputy City Recorder	Krystal	Stevens

Budget	FY21 Actual	FY22 Actual	FY 23 Adopted Budget	FY24 Proposed Budget
<b>10 General</b>	<b>236,129</b>	<b>(114,675)</b>	<b>-</b>	<b>-</b>
<b>1 Resource</b>	<b>1,198,659</b>	<b>1,276,241</b>	<b>1,884,489</b>	<b>1,978,404</b>
<b>1 Fund Balance</b>			605,463	668,113
<b>10-10- Beginning Fund Bal</b>				
10-10-4000 Beginning Fund Balance Budget			605,463	668,113
<b>1 General Revenue</b>	<b>944,508</b>	944,849	984,600	997,700
<b>10-10- General</b>				
10-10-4001 Property Tax	444,036	463,820	480,000	490,000
10-10-4002 Property Tax Prior	6,174	7,122	5,000	5,000
10-10-4003 Interest on Taxes	420	299	300	300
10-10-4110 State Cigarette Tax	2,155	1,937	1,600	1,600
10-10-4111 State Revenue Sharing	30,176	25,040	35,000	35,000
10-10-4112 State Liquor Tax	42,955	42,344	44,000	44,000
10-10-4113 State Marijuana Tax	7,124	7,969	2,800	2,800
10-10-4501 Business Licenses	7,217	6,269	6,000	6,000
10-10-4511 Lien Searches	2,598	2,047	1,500	1,500
10-10-4571 OLCC License Fee	315	315	300	300
10-10-4600 Franchise Fees Centurylink	230	146	300	300
10-10-4601 Franchise Fees NW Natural	13,163	15,079	18,000	18,000
10-10-4602 Franchise Fees PGE	56,359	60,395	61,000	61,000
10-10-4603 Franchise Fees Wave Broadband	6,920	5,625	6,000	6,000
10-10-4604 Franchise Fees Western ORWaste	7,217	8,607	7,000	7,500
10-10-4605 Franchise Fees Hunter	12,200	13,861	16,000	18,000
10-10-4700 Reimbursment - FEMA	-	7,489	-	-
10-10-4701 Rent - Center Market	-	24,677	-	-
10-10-4702 WVFD Contract Revenue	-	-	54,000	-
10-10-4816 Donations	4,805	3,850	500	500
10-10-4818 Community Project Revenue	-	-	-	-
10-10-4900 Interest Income	15,144	14,561	10,000	60,000
10-10-4901 Miscellaneous Income	171	49	500	500
10-10-4905 Sale of City Assets	4,000	-	1,000	1,000
10-10-4910 Late Fee	-	-	-	50
10-10-4920 ARPA Funds	-	16,831	-	50
<b>10-14- Court</b>				
10-14-4507 Court Fines and Fees	7,199	2,770	3,000	3,000
10-14-4508 Court Costs Assessed	-	-	-	-
<b>10-17- Planning</b>				
10-17-4583 Planning Fees	20,157	34,352	40,000	40,000
10-17-4584 Engineering Fee Planning	-	-	-	-
10-17-4585 Construction Fees	-	10,200	30,000	30,000
<b>10-18- Public Safety</b>				
10-18-4506 Code Enforcement Fines	-	-	-	-
10-18-4506 Public Safety Fee	98,795	117,682	119,000	120,000
<b>10-19- Street Lights</b>				
10-19-4822 Street Lights Fee	29,820	30,381	29,500	32,000

Budget	FY21 Actual	FY22 Actual	FY 23 Adopted Budget	FY24 Proposed Budget
10-19-4823 Utility Fee	-	-	-	-
<b>10-60- DT Loan</b>				
10-60-4010 EID Business Taxes	9,018	9,298	9,500	9,800
10-60-4755 Downtown Loan Interest Pay	207	393	300	1,000
10-60-4758 Downtown Loan Princ Pay	2,335	2,253	1,000	1,000
<b>10-68- Cemetery</b>				
10-68-4588 Sale of Internment Rights	-	1,500	1,500	1,500
<b>10-81- Grant</b>				
10-81-4810 Grant Revenue	-	-	-	-
10-81-4812 Grant Rev Grant Young Mem - Webs	-	1,000	-	-
10-81-4814 OR Dept of Fish & Wildlife	113,601	-	-	-
10-81-4816 Grant Revenue Ford Family Foun	-	-	-	-
10-81-4817 Grant West Valley Visitor Assn	-	6,689	-	-
<b>3 City Services</b>	<b>61,990</b>	<b>86,337</b>	<b>34,751</b>	<b>26,100</b>
<b>10-65- Library</b>				
10-65-4560 Fines	-	-	-	-
10-65-4705 CCRLS Formula Payment	20,058	22,435	13,751	12,500
10-65-4708 CCRLS Lost Book	-	-	-	-
10-65-4711 CCRLS Net Lending	3,832	6,714	4,000	4,000
10-65-4714 CCRLS Rural Patron	393	66	-	-
10-65-4811 Ready To Read Grant	1,000	1,000	1,000	1,000
10-65-4812 Youth Collection Grant	-	15,300	-	-
10-65-4813 Oregon Comm Founda Grant	-	20,000	-	-
10-65-4816 Donations	850	8,414	10,000	2,600
10-65-4901 Miscellaneous Income	472	156	-	-
<b>10-66- Parks</b>				
10-66-4910 Park Fee	34,500	11,252	5,000	5,000
<b>10-67- Museum</b>				
10-67-4816 Donations	885	1,000	1,000	1,000
<b>8 Transfer In</b>	<b>192,161</b>	<b>245,056</b>	<b>259,675</b>	<b>286,491</b>
<b>10-90- Transfer</b>				
10-90-9130 In Lieu of Franchise Fee Wstr	23,250	40,750	43,750	40,500
10-90-9140 In Lieu of Franchise Fee WW	21,764	36,538	39,500	46,750
10-90-9610 Overhead Allocation	147,148	167,768	176,425	197,241
10-90-9630 Transfer In-Interfund Loan 30	-	-	-	2,000
<b>10-98- Prior Period</b>				
10-99-9914 Prior Period Expense	-	-	-	-
<b>2 Requirement</b>	<b>(962,530)</b>	<b>#####</b>	<b>(1,884,489)</b>	<b>(1,978,404)</b>
<b>2 Administration</b>	<b>(311,839)</b>	<b>(432,416)</b>	<b>(351,609)</b>	<b>(274,450)</b>
<b>10-12- Admin</b>				
10-12-5115 Bank Charges	(1,168)	(597)	(1,500)	(2,000)
10-12-5119 Discrepancies	-	-	(50)	(50)
10-12-5123 Merchant Fees	-	-	(200)	(200)
10-12-5124 Payroll Processing Fees	(3,781)	(3,751)	(3,800)	(4,000)
10-12-5126 Postage	(2,496)	(295)	(500)	(1,000)

<b>Budget</b>	<b>FY21 Actual</b>	<b>FY22 Actual</b>	<b>FY 23 Adopted Budget</b>	<b>FY24 Proposed Budget</b>
10-12-5137 Supplies	(22,263)	(39,822)	(38,000)	(38,000)
10-12-5200 Contract Services	(16,201)	(16,237)	(15,000)	(18,000)
10-12-5201 Audit Services	(14,500)	(14,800)	(15,000)	(16,000)
10-12-5203 Legal Services	(18,039)	(7,617)	(8,000)	(10,000)
10-12-5207 Insurance	(27,382)	(24,042)	(25,000)	(35,000)
10-12-5209 Cleaning Services	(4,534)	(4,588)	(4,800)	(5,000)
10-12-5230 Printing and Publishing	(6,468)	(7,227)	(8,500)	(8,500)
10-12-5233 Technology Services	(9,426)	(8,924)	(10,000)	(10,000)
10-12-5234 Technology Back up	(4,800)	(7,690)	(7,000)	(7,500)
10-12-5235 Software Maintenance	(14,400)	(14,400)	(15,000)	(16,000)
10-12-5320 Dues, License, Permits	(8,488)	(11,800)	(16,000)	(16,000)
10-12-5342 Conference/Seminar/Training	(1,814)	(2,215)	(5,000)	(5,000)
10-12-5344 Travel	(1,032)	(1,956)	(2,500)	(2,500)
10-12-5350 Community Project	(1,995)	(812)	(2,000)	(2,000)
10-12-5355 Miscellaneous Expense	(199)	(142)	(500)	(500)
10-12-5413 Telephone	(5,997)	(5,937)	(6,500)	(10,000)
10-12-5415 Utilities	(9,317)	(10,578)	(12,000)	(14,000)
10-12-5504 Repairs - Maintenance	(3,282)	(8,427)	(10,000)	(10,000)
10-12-5600 Equipment	(15,995)	(6,856)	(5,000)	(8,000)
10-12-5606 Equipment Lease	(2,934)	(2,048)	(3,000)	(3,000)
10-12-5818 Community Project	-	-	-	-
10-12-5819 Community Assistance	(12,938)	(19,937)	(15,000)	(15,000)
10-12-5820 Community Event	(1,215)	(7,501)	(10,000)	(10,000)
<b>10-13- Council</b>				
10-13-5307 Community Project	-	-	-	-
10-13-5310 Stipend	(4,800)	(4,400)	(4,800)	(5,000)
10-13-5342 Conference/Seminar/Training	-	-	(500)	(500)
10-13-5344 Travel	-	(200)	(200)	(200)
10-13-5350 Volunteer Appreciation	-	-	-	-
10-13-5355 Council Expense	(213)	(405)	(300)	(1,500)
<b>10-70- Admin PR</b>				
10-70-5000 Salary - Wages	(212,311)	(246,395)	(263,000)	(265,000)
10-70-5002 Admin Allocated Payroll	205,159	259,093	270,041	391,700
10-70-5020 Payroll Tax	(14,952)	(20,579)	(19,000)	(19,000)
10-70-5040 Benefits	(63,131)	(69,159)	(69,000)	(73,000)
10-70-5060 PERS	(9,590)	(2,194)	(16,500)	(26,000)
10-70-5090 Workers Comp	(1,335)	(7,215)	(8,500)	(8,700)
10-99-9995 Pension Expense	-	-	-	-
<b>10-71- PW PR</b>				
10-71-5000 Salary - Wages	(209,475)	(259,946)	(301,000)	(305,000)
10-71-5001 PW Allocated Payroll	304,955	259,947	442,300	464,300
10-71-5020 Payroll Tax	(11,982)	(16,732)	(16,500)	(21,500)
10-71-5040 Benefits	(64,798)	(73,791)	(100,000)	(110,000)
10-71-5060 PERS	(14,729)	(17,020)	(17,000)	(20,000)
10-71-5090 Workers Comp	(3,972)	(6,086)	(7,800)	(7,800)

<b>Budget</b>	<b>FY21 Acutal</b>	<b>FY22 Actual</b>	<b>FY 23 Adopted Budget</b>	<b>FY24 Proposed Budget</b>
<b>10-72- PW Expense</b>				
10-72-5120 Gas - Oil	(3,314)	(4,827)	(4,000)	(4,500)
10-72-5137 Supplies	(3,192)	(2,833)	(4,000)	(4,000)
10-72-5140 Uniforms - Towels	-	-	(2,000)	(2,000)
10-72-5200 Contract Services	(98)	(177)	(300)	(500)
10-72-5203 Legal Services	-	(200)	-	(1,500)
10-72-5207 Insurance	(14,500)	(22,200)	(25,000)	(30,000)
10-72-5233 Technology Services	(1,958)	(2,000)	(500)	(3,000)
10-72-5320 Dues, License, Permits	(600)	(600)	(1,000)	(1,000)
10-72-5342 Conference/Seminar/Training	(2,486)	(2,000)	(2,000)	(2,000)
10-72-5344 Travel	-	(200)	(200)	(1,500)
10-72-5415 Utilities	(9,796)	(10,000)	(10,000)	(15,000)
10-72-5504 Repairs - Maintenance	(4,575)	(10,000)	(10,000)	(10,000)
10-72-5507 Equipment Maintenance	-	(2,000)	(2,000)	(2,000)
10-72-5600 Equipment	(11,979)	(4,000)	(4,000)	(6,000)
10-72-9615 PW Expense Allocation	52,496	61,900	65,000	83,000
<b>3 City Services</b>	<b>(235,198)</b>	<b>(380,475)</b>	<b>(346,131)</b>	<b>(533,183)</b>
<b>10-17- Planning</b>				
10-17-5203 Legal Services - Planning	(90)	(1,402)	(2,000)	(2,000)
10-17-5204 Engineering Services	(15,259)	(34,480)	(33,000)	(33,000)
10-17-5214 Planning Services	(31,545)	(14,248)	(20,000)	(22,000)
10-17-5230 Printing and Publishing	-	-	(1,000)	(1,000)
10-17-5233 Technology Services	-	(109)	(500)	(500)
10-17-5342 Conference/Seminar/Training	-	-	(1,000)	(1,000)
<b>10-19- Street Lights</b>				
10-19-5400 Street Lights	(19,555)	(20,286)	(29,500)	(32,000)
<b>10-60- DT Loan</b>				
10-60-5758 Downtown Loan	-	-	(14,678)	(15,000)
10-60-5900 EID Tax Disbursement	(9,018)	(9,298)	(9,500)	(9,800)
<b>10-65- Library</b>				
10-65-5000 Salary - Wages	(46,950)	(71,212)	(65,000)	(75,000)
10-65-5020 Payroll Tax	(3,393)	(4,941)	(5,500)	(5,500)
10-65-5040 Benefits	(18,532)	(19,792)	(19,000)	(35,000)
10-65-5060 PERS	(1,799)	(2,936)	(3,300)	(4,500)
10-65-5090 Workers Comp	(2,026)	(36)	(500)	(500)
10-65-5100 Books Children	(3,888)	(2,660)	(4,200)	(4,500)
10-65-5101 Audio Visual Children	(1,076)	(939)	(1,000)	(1,000)
10-65-5102 Audio Visual Adult	-	-	-	-
10-65-5103 Audio Visual Lost Replacement	-	-	-	-
10-65-5106 Books Adults	-	-	-	-
10-65-5107 Books Lost Replacement	-	-	-	-
10-65-5111 Special Program	(892)	(674)	(3,000)	(3,000)
10-65-5112 Special Program Adult	-	-	-	-
10-65-5126 Postage	(66)	(72)	-	-
10-65-5137 Supplies	(1,970)	(1,940)	(2,000)	(2,500)

<b>Budget</b>	<b>FY21 Actual</b>	<b>FY22 Actual</b>	<b>FY 23 Adopted Budget</b>	<b>FY24 Proposed Budget</b>
10-65-5200 Contract Services	(499)	(478)	(500)	(2,000)
10-65-5209 Cleaning Services	-	-	-	
10-65-5233 Technology Services	(667)	(872)	(1,000)	(1,500)
10-65-5320 Dues, License, Permits	(557)	(981)	(1,000)	(1,000)
10-65-5321 Subscriptions	(43)	(83)	(100)	(100)
10-65-5342 Conference/Seminar/Training	-	-	(500)	(500)
10-65-5344 Travel	-	-	(100)	(100)
10-65-5350 Parking Lot Lease	(504)	(504)	(510)	(510)
10-65-5360 Pers Payout	-	-	-	
10-65-5413 Telephone	(130)	(77)	(120)	(600)
10-65-5415 Utilities	(4,126)	(5,042)	(5,000)	(5,500)
10-65-5504 Repairs - Maintenance	(1,166)	(1,043)	(2,000)	(2,000)
10-65-5600 Equipment	(539)	(5,517)	(1,000)	(3,000)
10-65-5606 Equipment Lease	(1,457)	(1,265)	(1,500)	(1,500)
10-65-5912 Grant Expense Ready to Read	(998)	(386)	(1,000)	(1,000)
10-65-5913 Grant Expense	-	-	-	
10-65-5914 Oregon Comm Foundation Grant	(5,723)	(20,000)	-	
10-65-6000 Capital Outlay	-	(15,098)	-	
10-65-9990 Reserve for Future			(8,000)	(8,000)
<b>10-66- Parks</b>				
10-66-5000 Salary - Wages	(16,532)	(36,033)	(26,500)	(60,000)
10-66-5001 PW Allocated Payroll	-	-	(4,423)	(4,643)
10-66-5020 Payroll Tax	(3,017)	(2,967)	(2,900)	(4,200)
10-66-5040 Benefits	(14,978)	(7,523)	(8,300)	(8,500)
10-66-5060 PERS	(1,150)	(1,165)	(700)	(2,500)
10-66-5090 Workers Comp	(2,386)	(20)	(200)	(200)
10-66-5120 Gas - Oil	(1,325)	(3,119)	(3,200)	(3,200)
10-66-5137 Supplies	(827)	(494)	(900)	(1,500)
10-66-5140 Uniforms - Towels	(857)	(851)	(750)	(750)
10-66-5200 Contract Services	(2,902)	(3,998)	(6,000)	(6,000)
10-66-5233 Technology Services		(409)	(500)	(500)
10-66-5242 Conference/Seminar/Training			(500)	(500)
10-66-5413 Telephone	(746)	(722)	(750)	(900)
10-66-5415 Utilities	(3,936)	(4,951)	(4,200)	(4,200)
10-66-5504 Repairs - Maintenance	(808)	(1,997)	(2,000)	(2,500)
10-66-5510 Landscape Maintenance	-	(479)	(500)	(2,500)
10-66-5512 Pond Aquatic Weed Control	-	(22,605)	(15,000)	(15,000)
10-66-5600 Equipment	(652)	(975)	(1,000)	(2,000)
10-66-6000 Capital Outlay	-	(16,668)	(3,500)	(3,500)
10-66-6001 Grant Capital Expense	-	-	-	(105,000)
10-66-9615 PW Expense Allocation	-	-	(650)	(830)
<b>10-67- Museum</b>				
10-67-5000 Salary - Wages	-	-	-	
10-67-5020 Payroll Tax	-	-	-	
10-67-5090 Workers Comp	-	-	-	

Budget	FY21 Actual	FY22 Actual	FY 23 Adopted Budget	FY24 Proposed Budget
10-67-5137 Supplies	(159)	(30)	(300)	(500)
10-67-5200 Contract Services	(499)	(498)	(500)	(500)
10-67-5233 Technology Services	(468)	(163)	(400)	(500)
10-67-5310 Stipend	(3,600)	(900)	(3,600)	(3,600)
10-67-5320 Dues, License, Permits	(94)	(99)	(100)	(100)
10-67-5413 Telephone	(289)	(937)	(900)	(900)
10-67-5415 Utilities	(4,278)	(4,489)	(4,800)	(5,000)
10-67-5504 Repairs - Maintenance	(1,379)	(1,300)	(2,000)	(2,000)
10-67-5601 Collection Acquisiton	-	(300)	(300)	(300)
10-67-5606 Equipment Lease	-	-	-	-
10-67-5820 Events	-	-	(750)	(750)
10-67-6000 Capital Outlay	-	(9,498)	-	-
<b>10-68- Cemetery</b>				
10-68-5200 Contract Services	-	(365)	(2,000)	(2,000)
10-68-5320 Dues, License, Permits	(100)	-	-	-
10-68-5510 Landscape Maintenance	(1,500)	(1,450)	(10,000)	(12,000)
10-68-5513 Portable Restroom	(250)	-	(1,000)	(1,000)
10-68-5920 Capital Outlay	-	(19,102)	-	-
<b>10-81- Grant</b>				
10-81-5912 Grant Exp Green GrowthDeptStor	-	-	-	-
10-81-5915 Grant Exp ODFW-Huddleston Pond	-	-	-	-
10-81-5915 Grant Expense	-	-	-	-
10-81-5916 Grant Exp Ford Family Found	-	-	-	-
10-81-5917 Grant Exp West Valley Visitor	-	-	-	-
<b>4 Public Safety</b>	<b>(364,543)</b>	<b>(449,325)</b>	<b>(463,000)</b>	<b>(506,400)</b>
<b>10-14- Court</b>				
10-14-5105 Bad Debt	-	-	-	-
10-14-5200 Contract Services	-	-	-	-
10-14-5211 Muni Court Judge	(750)	(1,000)	(3,000)	(5,000)
10-14-5306 State Assessment	(198)	(331)	(450)	(500)
10-14-5313 County Jail Assessment	(84)	(96)	(250)	(300)
10-14-5320 Dues, License, Permits	-	-	(100)	(100)
10-14-5342 Conference/Seminar/Training	-	-	-	-
10-14-5344 Travel	-	-	-	-
<b>10-18- Public Safety</b>				
10-18-5000 Salary - Wages	(24,470)	(45,984)	(44,000)	(46,000)
10-18-5020 Payroll Tax	(1,844)	(3,217)	(3,100)	(3,300)
10-18-5040 Benefits	(8,139)	(22,916)	(24,000)	(25,000)
10-18-5060 PERS	(1,109)	(2,130)	(2,100)	(2,100)
10-18-5090 Workers Comp	(7)	(20)	(100)	(100)
10-18-5120 Gas - Oil	(482)	(1,397)	(1,800)	(2,200)
10-18-5137 Supplies	(317)	(3,478)	(3,000)	(3,000)
10-18-5217 Police Services Contract	(299,655)	(338,454)	(347,000)	(382,000)
10-18-5233 Technology Services	-	-	(500)	(500)
10-18-5302 Dues YCOM	(25,234)	(21,281)	(27,000)	(28,500)

Budget	FY21 Acutal	FY22 Actual	FY 23 Adopted Budget	FY24 Proposed Budget
10-18-5342 Conference/Seminar/Training	-	-	(1,000)	(1,000)
10-18-5413 Telephone	(598)	(578)	(600)	(800)
10-18-5504 Repairs - Maintenance	(1,657)	(3,622)	(5,000)	(6,000)
10-18-5507 Equipment Maintenance	-	-	-	
10-18-5600 Equipment	-	(4,823)	-	
10-18-5900 Grant Expense	-	-	-	
<b>6 Capital Outlay</b>	<b>(50,950)</b>	<b>(128,700)</b>	<b>(20,000)</b>	<b>(520,000)</b>
<b>10-80- Capital</b>				
10-80-6001 Capital Outlay - Website	-	-	-	
10-80-6003 Capital Outlay - City Hall Siding	-	-	-	(465,000)
10-80-6010 Capital Outlay	(50,950)	(128,700)	(20,000)	(55,000)
<b>9 Contingency</b>	-		(703,749)	(140,871)
<b>10-99- Fund Balance</b>				
10-99-9900 Contingency	-		(703,749)	(140,871)
<b>9 Reserves</b>	-	-		(3,500)
<b>10-67- Museum</b>				
10-67-9990 Reserve for Future	-	-		(3,500)
<b>20 Streets</b>	<b>53,851</b>	<b>3,678</b>	<b>-</b>	<b>-</b>
<b>1 Resource</b>	<b>262,652</b>	<b>270,000</b>	<b>339,722</b>	<b>500,000</b>
<b>1 Fund Balance</b>	-		162,722	200,000
<b>20-10- Beginning Fund Bal</b>				
20-10-4000 Beginning Fund Balance Budget	-		162,722	200,000
<b>1 Revenue</b>	262,652	270,000	172,000	295,000
<b>20-10- Streets</b>				
20-10-4115 State Highway Revenue	162,652	170,000	172,000	195,000
20-81-4850 Grant Income	-		-	
<b>20-81- Grants</b>				
20-81-4850 Grant Small Cities Allotment	100,000	100,000	-	100,000
<b>8 Transfer In</b>			5,000	5,000
<b>20-90- Transfer</b>				
20-90-9232 Transfer In			5,000	5,000
<b>2 Requirement</b>	<b>(208,801)</b>	<b>(266,322)</b>	<b>(339,722)</b>	<b>(500,000)</b>
<b>2 Street Operations</b>	(155,812)	(110,396)	(123,883)	(161,816)
<b>20-11- Street Ops</b>				
20-11-5001 PW Allocated Payroll	(49,476)	(32,102)	(41,413)	(60,542)
20-11-5002 Admin Allocated Payroll	(33,285)	(24,461)	(25,284)	(38,401)
20-11-5090 Workers Comp	(2,900)	(3,200)	-	
20-11-5120 Gas - Oil	(1,774)	(1,000)	(1,000)	(2,000)
20-11-5137 Supplies	(11)	(500)	(300)	(300)
20-11-5140 Uniforms - Towels	(252)	(500)	(200)	(250)
20-11-5200 Contract Services	-	-	-	
20-11-5204 Engineering Services	(4,416)	(2,000)	(3,000)	(3,000)
20-11-5233 Technology Services	(217)	(500)	(300)	(2,000)
20-11-5243 Conference/Seminar/Training	-	(1,000)	-	



Budget	FY21 Actual	FY22 Actual	FY 23 Adopted Budget	FY24 Proposed Budget
20-11-5344 Travel	-	(1,500)	-	
20-11-5413 Telephone	(364)	(400)	(300)	(500)
20-11-5415 Utilities	-	-	-	
20-11-5504 Repairs - Maintenance	(1,935)	(8,000)	(2,000)	(2,000)
20-11-5521 Sidewalk Maintenance	(1,900)	-	-	
20-11-5522 Street Maintenance	(10,871)	(6,000)	(12,000)	(30,000)
20-11-5523 Traffic Control	(354)	(2,100)	(2,000)	(2,000)
20-11-5600 Equipment	(33,606)	(21,000)	(30,000)	(10,000)
20-11-6500 Loan interest	(5,931)		-	
20-90-9615 PW Expense Allocation	(8,517)	(6,133)	(6,086)	(10,823)
<b>6 Capital Outlay</b>		-	-	(40,000)
<b>20-80- Capital</b>				
20-80-6000 Capital		-	-	(40,000)
<b>7 Grant</b>	(29,116)	(140,000)	-	(100,000)
<b>20-81- Grants</b>				
20-81-5909 Grant Expense	(29,116)	(140,000)	-	(100,000)
20-81-5915 Grant Exp ODOT E Main Sidewalk	-	-	-	
<b>8 Transfer Out</b>	(23,873)	(15,926)	(16,519)	(19,826)
<b>20-90- Transfer</b>				
20-90-9610 Overhead Allocation	(23,873)	(15,926)	(16,519)	(19,826)
<b>9 Contingency</b>	-		(199,320)	(178,358)
<b>20-98- Prior Period</b>				
20-99-9914 Prior Period Fund Balance Adj	-		-	
<b>20-99- Fund Balance</b>				
20-99-9900 Contingency	-		(199,320)	(178,358)
<b>21 Street SDC</b>	<b>42,000</b>	<b>(38,950)</b>	-	-
<b>1 Resource</b>	<b>42,000</b>	<b>15,000</b>	<b>292,013</b>	<b>312,013</b>
<b>1 Fund Balance</b>			267,013	287,013
<b>21-10- Beginning Fund Bal</b>				
21-10-4000 Beginning Fund Balance Budget			267,013	287,013
<b>1 Revenue</b>	42,000	15,000	25,000	25,000
<b>21-10- SDC</b>				
21-10-4421 System Development Charges	42,000	15,000	25,000	25,000
<b>2 Requirement</b>		<b>(53,950)</b>	<b>(292,013)</b>	<b>(312,013)</b>
<b>6 Capital Outlay</b>		(53,950)	-	
<b>21-10- SDC</b>				
21-80-6000 Capital Outlay		(53,950)	-	
<b>8 Transfer Out</b>			(5,000)	(5,000)
<b>21-90- Transfer</b>				
21-90-9750 Transfer to Street			(5,000)	(5,000)
<b>9 Contingency</b>			(287,013)	(307,013)
<b>21-99- Fund Balance</b>				
21-99-9900 Contingency			(287,013)	(307,013)

Budget	FY21 Actual	FY22 Actual	FY 23 Adopted Budget	FY24 Proposed Budget
<b>30 Water</b>	(35,641)	(49,172)	-	-
<b>1 Resource</b>	<b>1,006,454</b>	<b>1,307,166</b>	<b>4,797,018</b>	<b>5,416,656</b>
<b>1 Fund Balance</b>			1,274,015	257,856
<b>30-10- Beginning Fund Bal</b>				
30-10-4000 Beginning Fund Balance Budget			1,274,015	257,856
<b>1 Revenue</b>	993,251	1,294,166	3,510,003	5,144,700
<b>30-10- Water</b>				
30-10-4330 Water Revenue	774,984	810,000	875,000	935,000
30-10-4332 New Connection Fee	7,850	3,500	4,000	4,000
30-10-4337 Double Check Valve	2,800	1,200	2,000	2,000
30-10-4350 Recovery Bad Debt	476	800	1,000	1,000
30-10-4581 Penalty And Fees	-	2,100	2,500	2,500
30-10-4582 Non-sufficient Check Fees	14	200	200	200
30-10-4600 Business Oregon Grant	-		-	100,000
30-10-4610 Business Oregon Loan	-		-	
30-10-4905 Sale of City Assets	(700)		-	
30-10-4915 ARPA Grant	-	232,908	249,000	100,000
30-81-4815 Fed Congressional Directed Spending			2,000,000	2,000,000
<b>30-81- Water</b>				
30-81-4800 Grants	207,827	243,458	376,303	2,000,000
<b>8 Transfer In</b>	13,203	13,000	13,000	14,100
<b>30-90- Transfer</b>				
30-90-9231 Debt Service Transfer	13,203	13,000	13,000	14,000
30-90-9732 Close Debt Fund Loan from WW		-	-	100
<b>2 Requirement</b>	#####	#####	<b>(4,797,018)</b>	<b>(5,416,656)</b>
<b>2 Water Operations</b>	(516,419)	(644,781)	(703,377)	(783,007)
<b>30-11- Water</b>				
30-11-5000 Salary - Wages	(58,274)	(97,000)	(106,500)	(120,000)
30-11-5001 PW Allocated Payroll	(131,982)	(153,904)	(208,465)	(226,367)
30-11-5002 Admin Allocated Payroll	(88,791)	(117,274)	(128,626)	(146,524)
30-11-5020 Payroll Tax	(4,732)	(8,100)	(9,000)	(9,000)
30-11-5040 Benefits	(10,341)	(10,500)	(10,500)	(10,500)
30-11-5060 PERS	(7,954)	(12,700)	(12,000)	(12,000)
30-11-5090 Workers Comp	(3,568)	(3,800)	(150)	(150)
30-11-5105 Bad Debt	(2,492)	(1,000)	(1,500)	(1,500)
30-11-5108 Chemicals	(17,459)	(24,000)	(24,000)	(25,000)
30-11-5120 Gas - Oil	(2,160)	(2,000)	(2,500)	(4,000)
30-11-5123 Merchant Fees	(4,068)	(4,500)	(4,500)	(5,000)
30-11-5126 Postage	-	(200)	-	
30-11-5137 Supplies	(1,531)	(4,000)	(3,000)	(3,000)
30-11-5140 Uniforms - Towels	(1,756)	(1,800)	(1,000)	(1,200)
30-11-5200 Contract Services	(6,730)	(1,500)	(1,500)	(1,500)
30-11-5204 Engineering Services	(19,919)	(21,000)	(10,000)	(10,000)
30-11-5230 Printing and Publishing	(3,458)	(3,500)	(3,500)	(5,000)

<b>Budget</b>	<b>FY21 Acutal</b>	<b>FY22 Actual</b>	<b>FY 23 Adopted Budget</b>	<b>FY24 Proposed Budget</b>
30-11-5233 Technology Services	(624)	(1,000)	(1,000)	(2,500)
30-11-5250 System Analysis	(2,995)	(5,000)	(5,000)	(6,000)
30-11-5320 Dues, License, Permits	(1,938)	(1,500)	(1,500)	(1,800)
30-11-5342 Conference/Seminar/Training	(1,497)	(500)	(1,000)	(1,000)
30-11-5344 Travel	(25)	(100)	-	-
30-11-5355 Miscellaneous Expense	-	-	-	-
30-11-5413 Telephone	(3,481)	(3,500)	(3,500)	(3,500)
30-11-5415 Utilities	(40,944)	(41,000)	(46,000)	(48,000)
30-11-5504 Repairs - Maintenance	(10,241)	(15,000)	(15,000)	(15,000)
30-11-5530 System Maintenance & Equipment	(55,447)	(60,000)	(40,000)	(50,000)
30-11-5531 Distribution Maintenance	-	(1,000)	(20,000)	(20,000)
30-11-5535 New Connection Equipment	-	-	-	-
30-11-5600 Equipment	(11,290)	(10,000)	(5,000)	(6,000)
30-11-5605 Hydrant Replacement	-	(10,000)	(8,000)	(8,000)
30-90-9615 PW Expense Allocation	(22,720)	(29,403)	(30,636)	(40,466)
<b>6 Capital Outlay</b>	<b>(321,380)</b>	<b>(535,458)</b>	<b>(3,649,000)</b>	<b>(3,105,000)</b>
<b>30-80- Capital</b>				
30-80-6000 Capital Outlay	(22,754)	(292,000)	(249,000)	(200,000)
30-80-6001 Capital Outlay Intake	(298,625)	(243,458)	(3,400,000)	(2,000,000)
30-80-6002 Capital-GIS Mapping of System	-	-	-	(5,000)
30-80-6004 Capital ARPA	-	-	-	(900,000)
<b>7 Debt Service</b>	<b>(52,364)</b>	<b>(59,000)</b>	<b>(59,000)</b>	<b>(60,000)</b>
<b>30-82- Debt</b>				
30-82-8030 Debt Principal	(20,613)	(27,000)	(27,000)	(28,000)
30-82-8035 Debt Interest	(31,751)	(32,000)	(32,000)	(32,000)
30-90-9750 Debt Service	-	-	-	-
<b>8 Transfer Out</b>	<b>(151,934)</b>	<b>(117,099)</b>	<b>(127,785)</b>	<b>(141,812)</b>
<b>30-90- Transfer</b>				
30-90-9040 Interfund Loan	(65,000)	-	-	-
30-90-9110 In Lieu of Franchise Fee	(23,250)	(40,750)	(43,750)	(46,750)
30-90-9610 Overhead Allocation	(63,684)	(76,349)	(84,035)	(95,062)
<b>30-98- Prior Period</b>				
30-99-9914 Prior Period Expense	-	-	-	-
<b>9 Contingency</b>			<b>(257,856)</b>	<b>(1,326,837)</b>
<b>30-99- Fund Balance</b>				
30-99-9900 Contingency			(257,856)	(1,326,837)
<b>31 Water SDC</b>	<b>12,668</b>	<b>(9,000)</b>	<b>-</b>	<b>-</b>
<b>1 Resource</b>	<b>25,871</b>	<b>12,000</b>	<b>117,025</b>	<b>134,025</b>
<b>1 Fund Balance</b>			<b>87,025</b>	<b>104,025</b>
<b>31-10- Beginning Fund Bal</b>				
31-10-4000 Beginning Fund Balance Budget			87,025	104,025
<b>1 Revenue</b>	<b>25,871</b>	<b>12,000</b>	<b>30,000</b>	<b>30,000</b>
<b>31-10- SDC</b>				
31-10-4431 System Development Charges	25,871	12,000	30,000	30,000

Budget	FY21 Actual	FY22 Actual	FY 23 Adopted Budget	FY24 Proposed Budget
<b>2 Requirement</b>	<b>(13,203)</b>	<b>(21,000)</b>	<b>(117,025)</b>	<b>(134,025)</b>
<b>6 Capital Outlay</b>	-	(8,000)	-	
<b>31-80- Capital</b>				
31-80-6000 Capital Outlay	-	(8,000)	-	
<b>8 Transfer Out</b>	(13,203)	(13,000)	(13,000)	(14,000)
<b>31-90- Transfer</b>				
31-90-9750 Debt Service Transfer	(13,203)	(13,000)	(13,000)	(14,000)
<b>9 Contingency</b>	-		(104,025)	(120,025)
<b>31-99- Fund Balance</b>				
31-99-9900 Contingency	-		(104,025)	(120,025)
<b>40 Wastewater</b>	<b>188,798</b>	<b>(70,895)</b>	-	-
<b>1 Resource</b>	<b>816,319</b>	<b>745,750</b>	<b>2,618,819</b>	<b>2,542,690</b>
<b>1 Fund Balance</b>	-		1,812,319	1,686,090
<b>40-10- Beginning Fund Bal</b>				
40-10-4000 Beginning Fund Balance Budget	-		1,812,319	1,686,090
<b>1 Revenue</b>	727,406	730,750	791,500	856,600
<b>40-10- Wastewater</b>				
40-10-4340 Wastewater Revenue	725,456	730,000	790,000	855,000
40-10-4342 New Connection Fee	1,950	750	1,500	1,500
40-10-4350 Recovery Bad Debt	-	-	-	-
40-10-4905 Sale of City Assets	-	-	-	100
<b>8 Transfer In</b>	88,913	15,000	15,000	
<b>40-90- Transfer</b>				
40-90-9241 Debt Service Transfer	23,913	15,000	15,000	
40-90-9530 interfund Loan	65,000	-	-	
40-90-9610 Close Debt Fund Cash	-	-	-	
<b>2 Requirement</b>	<b>(627,521)</b>	<b>(816,645)</b>	<b>(2,618,819)</b>	<b>(2,542,690)</b>
<b>2 Wastewater Operation</b>	(379,612)	(501,650)	(557,358)	(559,199)
<b>40-11- Wastewater</b>				
40-11-5000 Salary - Wages	(41,690)	(50,000)	(46,000)	(60,000)
40-11-5001 PW Allocated Payroll	(123,497)	(134,754)	(187,999)	(172,748)
40-11-5002 Admin Allocated Payroll	(83,083)	(105,151)	(116,131)	(109,570)
40-11-5020 Payroll Tax	(3,188)	(4,600)	(5,000)	(5,000)
40-11-5040 Benefits	(10,581)	(10,000)	(11,000)	(11,000)
40-11-5060 PERS	(2,389)	(3,800)	(4,000)	(4,000)
40-11-5090 Workers Comp	(2,676)	(3,000)	(200)	(200)
40-11-5105 Bad Debt	(2,476)	(1,000)	(2,000)	(2,000)
40-11-5108 Chemicals	(9,623)	(10,000)	(10,000)	(10,000)
40-11-5120 Gas - Oil	(1,572)	(3,000)	(2,500)	(3,000)
40-11-5123 Merchant Fees	(3,993)	(4,000)	(4,300)	(5,000)
40-11-5126 Postage	(75)	-	-	
40-11-5137 Supplies	(2,174)	(2,500)	(2,000)	(2,500)
40-11-5140 Uniforms - Towels	(2,520)	(2,800)	(2,000)	(2,200)
40-11-5200 Contract Services	(6,026)	(15,000)	(15,000)	(37,000)

Budget	FY21 Actual	FY22 Actual	FY 23 Adopted Budget	FY24 Proposed Budget
40-11-5204 Engineering Services	-	(10,000)	(15,000)	(15,000)
40-11-5230 Printing and Publishing	(3,458)	(3,500)	(3,500)	(5,000)
40-11-5233 Technology Services	(1,574)	(2,000)	(1,000)	(2,500)
40-11-5250 System Analysis	(1,940)	(4,000)	(3,000)	(3,500)
40-11-5320 Dues, License, Permits	(3,998)	(4,000)	(2,000)	(2,000)
40-11-5342 Conference/Seminar/Training	(2,646)	(2,000)	(1,500)	(1,500)
40-11-5344 Travel	-	(200)	-	-
40-11-5413 Telephone	(3,978)	(4,600)	(4,600)	(4,600)
40-11-5415 Utilities	(34,317)	(35,000)	(35,000)	(35,000)
40-11-5504 Repairs - Maintenance	(3,178)	(20,000)	(5,000)	(10,000)
40-11-5540 Treatment System Maintenance	(7,700)	(15,000)	(25,000)	(25,000)
40-11-5541 Collection Maintenance	-	-	-	-
40-11-5600 Equipment	-	(26,000)	(26,000)	-
40-90-9615 PW Expense Allocation	(21,259)	(25,745)	(27,628)	(30,881)
<b>6 Capital Outlay</b>	-	(35,000)	(85,000)	(105,000)
<b>40-80- Capital</b>				
40-80-6000 Capital Outlay	-	(35,000)	(10,000)	(80,000)
40-80-6005 Capital - Master Plan			(75,000)	(25,000)
<b>7 Debt Service</b>	(166,554)	(175,000)	(175,000)	(180,000)
<b>40-82- Debt</b>				
40-82-8040 Debt Principal	(121,024)	(120,000)	(120,000)	(125,000)
40-82-8045 Debt Interest	(45,530)	(55,000)	(55,000)	(55,000)
<b>8 Transfer Out</b>	(81,355)	(104,995)	(115,371)	(107,853)
<b>40-90- Transfer</b>				
40-90-9110 In Lieu of Franchise Fee	(21,764)	(36,538)	(39,500)	(40,500)
40-90-9531 Transfer from WasterWater SDC	-		-	15,000
40-90-9610 Overhead Allocation	(59,591)	(68,457)	(75,871)	(82,353)
<b>40-98- Prior Period</b>				
40-99-9914 Prior Period Expense Loan to Water		-	-	
<b>9 Contingency</b>			(1,686,090)	(1,590,638)
<b>40-99- Fund Balance</b>				
40-99-9900 Contingency			(1,686,090)	(1,590,638)
<b>41 Wastewater SDC</b>	<b>11,087</b>	<b>(4,000)</b>	<b>-</b>	<b>-</b>
<b>1 Resource</b>	<b>35,000</b>	<b>15,000</b>	<b>91,140</b>	<b>111,140</b>
<b>1 Fund Balance</b>			<b>56,140</b>	<b>76,140</b>
<b>41-10- Beginning Fund Bal</b>				
41-10-4000 Beginning Fund Balance Budget			56,140	76,140
<b>1 Revenue</b>	<b>35,000</b>	<b>15,000</b>	<b>35,000</b>	<b>35,000</b>
<b>41-10- Resources</b>				
41-10-4441 System Development Charges	35,000	15,000	35,000	35,000
<b>2 Requirement</b>	<b>(23,913)</b>	<b>(19,000)</b>	<b>(91,140)</b>	<b>(111,140)</b>
<b>6 Capital Outlay</b>		<b>(4,000)</b>	<b>-</b>	
<b>41-10- Capital</b>				

Budget	FY21 Actual	FY22 Actual	FY 23 Adopted Budget	FY24 Proposed Budget
41-80-6000 Capital Outlay		(4,000)	-	
<b>8 Transfer Out</b>	<b>(23,913)</b>	<b>(15,000)</b>	<b>(15,000)</b>	<b>(15,000)</b>
<b>41-90- Transfer</b>				
41-90-9750 Debt Service Transfer	(23,913)	(15,000)	(15,000)	(15,000)
41-90-9751 Transfer to Wastewater			-	
<b>9 Contingency</b>			<b>(76,140)</b>	<b>(96,140)</b>
<b>41-99- Fund Balance</b>				
41-99-9900 Contingency			(76,140)	(96,140)
<b>11 Parks SDC</b>			-	-
<b>1 Resource</b>			<b>25,000</b>	<b>23,000</b>
1 Revenue			25,000	25,000
<b>11-10 Parks SDC</b>				
11-10-4431 System Development Charges			25,000	25,000
<b>8 Transfer In</b>				<b>(2,000)</b>
<b>11-90 Transfer</b>				
11-90-9750 Debt Service Transfer to 10				(2,000)
<b>2 Requirement</b>			<b>(25,000)</b>	<b>(23,000)</b>
9 Contingency			(25,000)	(23,000)
<b>11-99 Fund Balance</b>				
11-99-9900 Contingency			(25,000)	(23,000)
<b>42 Storm-Water SDC</b>			-	-
<b>1 Resource</b>			<b>5,000</b>	<b>2,500</b>
1 Revenue			5,000	2,500
<b>42-10 Storm-Water SDC</b>				
21-10-4431 System Development Charges			2,500	
<b>42-10- Resources</b>				
42-10-4431 System Development Charges			2,500	2,500
<b>2 Requirement</b>			<b>(5,000)</b>	<b>(2,500)</b>
<b>8 Transfer Out</b>				<b>(100)</b>
<b>42-90- Transfer</b>				
42-90-9750 Debt Service Transfer to Water				(100)
9 Contingency			(5,000)	(2,400)
<b>42-99 Fund Balance</b>				
42-99-9900 Contingency			(5,000)	(2,400)
<b>Grand Total</b>	<b>508,891</b>	<b>(283,014)</b>	<b>-</b>	<b>-</b>

	FY21 Acutal	FY22 Actual	FY23 Budget	FY24 Proposed Budget
<b>Transfers</b>				
<b>10 General</b>	<b>192,161</b>	<b>238,020</b>	<b>259,675</b>	<b>286,491</b>
<b>8 Transfer In</b>	<b>192,161</b>	<b>238,020</b>	<b>259,675</b>	<b>286,491</b>
10-90-9130 In Lieu of Franchise Fee Wstr	23,250	40,750	43,750	40,500
10-90-9140 In Lieu of Franchise Fee WW	21,764	36,538	39,500	46,750
10-90-9610 Overhead Allocation	147,148	160,732	176,425	197,241
10-90-9630 Transfer In-Interfund Loan 30	-	-	-	2,000
10-99-9914 Prior Period Expense	-	-	-	
<b>11 Parks SDC</b>				<b>(2,000)</b>
<b>8 Transfer In</b>				<b>(2,000)</b>
11-90-9750 Debt Service Transfer to 10				(2,000)
<b>20 Streets</b>	<b>(23,873)</b>	<b>(15,926)</b>	<b>(11,519)</b>	<b>(14,826)</b>
<b>8 Transfer In</b>			<b>5,000</b>	<b>5,000</b>
20-90-9232 Transfer In			5,000	5,000
<b>8 Transfer Out</b>	<b>(23,873)</b>	<b>(15,926)</b>	<b>(16,519)</b>	<b>(19,826)</b>
20-90-9610 Overhead Allocation	(23,873)	(15,926)	(16,519)	(19,826)
<b>21 Street SDC</b>			<b>(5,000)</b>	<b>(5,000)</b>
<b>8 Transfer Out</b>			<b>(5,000)</b>	<b>(5,000)</b>
21-90-9750 Transfer to Street			(5,000)	(5,000)
<b>30 Water</b>	<b>(138,731)</b>	<b>(104,099)</b>	<b>(114,785)</b>	<b>(127,712)</b>
<b>8 Transfer In</b>	<b>13,203</b>	<b>13,000</b>	<b>13,000</b>	<b>14,100</b>
30-90-9231 Debt Service Transfer	13,203	13,000	13,000	14,000
30-90-9732 Close Debt Fund Loan from WW		-	-	100
<b>8 Transfer Out</b>	<b>(151,934)</b>	<b>(117,099)</b>	<b>(127,785)</b>	<b>(141,812)</b>
30-90-9040 Interfund Loan	(65,000)	-	-	
30-90-9110 In Lieu of Franchise Fee	(23,250)	(40,750)	(43,750)	(46,750)
30-90-9610 Overhead Allocation	(63,684)	(76,349)	(84,035)	(95,062)
30-99-9914 Prior Period Expense		-	-	
<b>31 Water SDC</b>	<b>(13,203)</b>	<b>(13,000)</b>	<b>(13,000)</b>	<b>(14,000)</b>
<b>8 Transfer Out</b>	<b>(13,203)</b>	<b>(13,000)</b>	<b>(13,000)</b>	<b>(14,000)</b>
31-90-9750 Debt Service Transfer	(13,203)	(13,000)	(13,000)	(14,000)
<b>40 Wastewater</b>	<b>7,558</b>	<b>(89,995)</b>	<b>(100,371)</b>	<b>(107,853)</b>
<b>8 Transfer In</b>	<b>88,913</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>
40-90-9241 Debt Service Transfer	23,913	15,000	15,000	15,000
40-90-9530 interfund Loan	65,000	-	-	
40-90-9610 Close Debt Fund Cash	-	-	-	
<b>8 Transfer Out</b>	<b>(81,355)</b>	<b>(104,995)</b>	<b>(115,371)</b>	<b>(122,853)</b>
40-90-9110 In Lieu of Franchise Fee	(21,764)	(36,538)	(39,500)	(40,500)
40-90-9531 Transfer from WasterWater SDC	-	-	-	
40-90-9610 Overhead Allocation	(59,591)	(68,457)	(75,871)	(82,353)
40-99-9914 Prior Period Expense Loan to Water		-	-	
<b>41 Wastewater SDC</b>	<b>(23,913)</b>	<b>(15,000)</b>	<b>(15,000)</b>	<b>(15,000)</b>
<b>8 Transfer Out</b>	<b>(23,913)</b>	<b>(15,000)</b>	<b>(15,000)</b>	<b>(15,000)</b>

City of Willamina

<b>Capital Projects</b>	<b>FY19 Actual</b>	<b>FY 20 Actual</b>	<b>FY21 Actual</b>	<b>FY22 Actual</b>	<b>FY23 Budget</b>	<b>FY24 Proposed Budget</b>
<b>10 General</b>	<b>(16,192)</b>	<b>(5,000)</b>	<b>(50,950)</b>	<b>(128,700)</b>	<b>(20,000)</b>	<b>(520,000)</b>
10-80-6001 Capital Outlay - Website	(2,715)	-	-	-	-	
10-80-6003 Capital Outlay - City Hall Sid	(5,071)	-	-	-	-	(465,000)
10-80-6010 Capital Outlay	(8,406)	(5,000)	(50,950)	(128,700)	(20,000)	(55,000)
<b>20 Streets</b>	<b>-</b>	<b>(11,500)</b>		<b>-</b>	<b>-</b>	<b>(40,000)</b>
20-80-6000 Capital	-	(11,500)		-	-	(40,000)
<b>21 Street SDC</b>	<b>(4,825)</b>	<b>-</b>		<b>(53,950)</b>	<b>-</b>	
21-80-6000 Capital Outlay	(4,825)	-		(53,950)	-	
<b>30 Water</b>	<b>(230)</b>	<b>(110,412)</b>	<b>(321,380)</b>	<b>(535,458)</b>	<b>(3,649,000)</b>	<b>(3,105,000)</b>
30-80-6000 Capital Outlay	-	(21,319)	(22,754)	(292,000)	(249,000)	(200,000)
30-80-6001 Capital Outlay Intake	(230)	(89,093)	(298,625)	(243,458)	(3,400,000)	(2,000,000)
30-80-6002 Capital-GIS Mapping of Syst	-	-	-	-	-	(5,000)
30-80-6004 Capital ARPA						(900,000)
<b>31 Water SDC</b>	<b>(5,250)</b>	<b>-</b>	<b>-</b>	<b>(8,000)</b>	<b>-</b>	
31-80-6000 Capital Outlay	(5,250)	-	-	(8,000)	-	
<b>40 Wastewater</b>	<b>(38,533)</b>	<b>(39,741)</b>	<b>-</b>	<b>(35,000)</b>	<b>(85,000)</b>	<b>(105,000)</b>
40-80-6000 Capital Outlay	(38,533)	(39,741)	-	(35,000)	(10,000)	(80,000)
40-80-6005 Capital - Master Plan					(75,000)	(25,000)
<b>41 Wastewater SDC</b>	<b>(10,208)</b>	<b>-</b>	<b>-</b>	<b>(4,000)</b>	<b>-</b>	
41-80-6000 Capital Outlay	(10,208)	-	-	(4,000)	-	



**2023-24**

<b>Personal Service</b>	<b>Salary</b>	<b>Taxes</b>	<b>Benefits</b>	<b>PERS</b>	<b>Work Comp</b>	<b>Total</b>	<b>To Allocate</b>
Admin PR	265,000	19,000	73,000	26,000	8,700	<b>391,700</b>	391,700
Library	75,000	5,500	35,000	4,500	500	<b>120,500</b>	
Museum	-	-	-	-	-	-	
Public Safety	46,000	3,300	25,000	2,100	100	<b>76,500</b>	
Parks	60,000	4,200	8,500	2,500	200	<b>75,400</b>	
PW PR	305,000	21,500	110,000	20,000	7,800	<b>464,300</b>	464,300
Sewer	60,000	5,000	11,000	4,000	200	<b>80,200</b>	
Water	120,000	9,000	10,500	12,000	150	<b>151,650</b>	-
<b>Grand Total</b>	<b>931,000</b>	<b>67,500</b>	<b>273,000</b>	<b>71,100</b>	<b>17,650</b>	<b>1,360,250</b>	856,000

<b>Employees</b>	<b>FTE</b>	<b>Count</b>
10-18 Public Safety		
Code Enforcement Officer	1.0	1
10-65 Library		
Senior Librarian	0.8	1
Library Assistant	0.8	1
Youth Services	0.2	1
10-66 Parks		
Utility Operator 1	1.0	1
10-70 Admin PR		
City Manager	1.0	1
City Recorder	1.0	1
Finance Manager	1.0	1
10-71 PW PR		
Office Admin 1 (Utility Billing	1.0	1
Office Coordinator 1	1.0	1
Office Coordinator 1	1.0	1
Office Coordinator 1	0.1	1
Public Works Director	1.0	1
Utility Operator 1	1.0	1
30-11 Water		
Water Plant Operator	1.0	1
40-11 Sewer		
Sewer Plant Operator	1.0	1
<b>Grand Total</b>	<b>13.9</b>	<b>16</b>

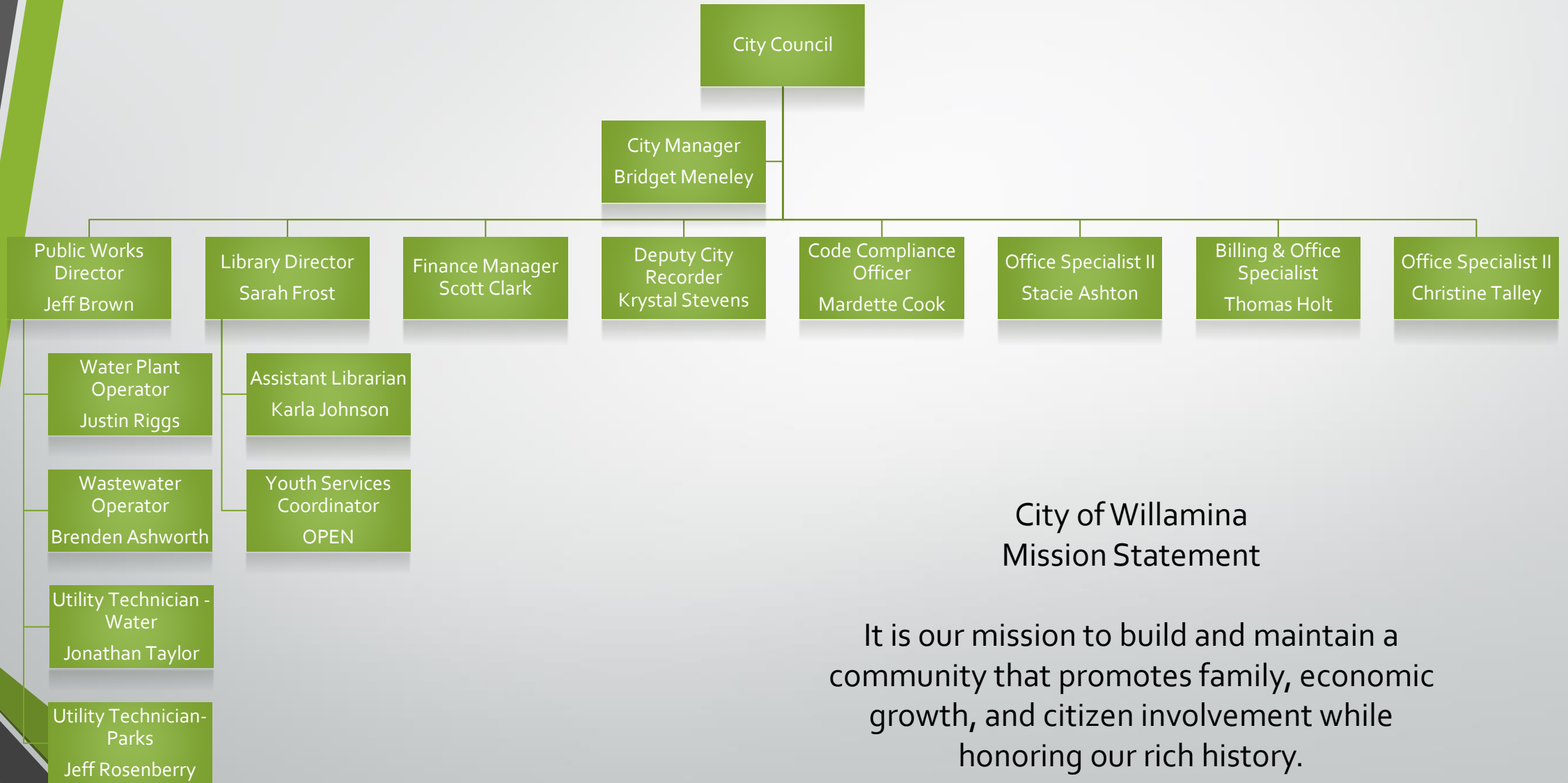
Allocations	Available Revenue		10-12,	10-70	10-71	10-72	Total
			10-13 Admin Allocation	Admin PR Allocation	PW Payroll	PW Shared Expense	
General , City only 10-11	759,400	25%	68,108	97,205	1%	4,643	830
Street	300,000	10%	26,906	38,401	13%	60,542	10,823
Water 30-10	1,144,700	37%	102,664	146,524	49%	226,367	40,466
Wastewater	856,000	28%	76,772	109,570	37%	172,748	30,881
All Funds	3,060,100	100%	274,450	391,700	100%	464,300	83,000
PW Only	2,300,700		206,342	294,495			
Administration 10-12			267,250				
Council 10-13			7,200				
			274,450				

In Lieu of Franchise Fee		
Revenue	Rate	Fee
30-10-4330 Water Reve	1,144,700	5%
40-10-4340 Wastewater	856,000	5%
	(57,235)	30-90-9110 In Lieu of Franchise Fee
	(42,800)	40-90-9110 In Lieu of Franchise Fee
	57,235	10-90-9130 In Lieu of Franchise Fee
	42,800	10-90-9140 In Lieu of Franchise Fee
	-	
	s/b zero	

2023-24							
Personal Service	Salary	Taxes	Benefits	PERS	Work Comp	Total	To Allocate
Admin PR	265,000	19,000	73,000	26,000	8,700	391,700	391,700
Library	75,000	5,500	35,000	4,500	500	120,500	
Museum	-	-	-	-	-	-	
Public Safety	46,000	3,300	25,000	2,100	100	76,500	
Parks	60,000	4,200	8,500	2,500	200	75,400	
PW PR	305,000	21,500	110,000	20,000	7,800	464,300	464,300
Sewer	60,000	5,000	11,000	4,000	200	80,200	
Water	120,000	9,000	10,500	12,000	150	151,650	
Grand Total	931,000	67,500	273,000	71,100	17,650	1,360,250	856,000

Employees	FTE	Count
10-18 Public Safety		
Code Enforcement Officer	1.0	1
10-65 Library		
Senior Librarian	0.8	1
Library Assistant	0.8	1
Youth Services	0.2	1
10-66 Parks		
Utility Operator 1	1.0	1
10-70 Admin PR		
City Manager	1.0	1
City Recorder	1.0	1
Finance Manager	1.0	1
10-71 PW PR		
Office Admin 1 (Utility Billing)	1.0	1
Office Coordinator 1	1.0	1
Office Coordinator 1	1.0	1
Office Coordinator 1	0.1	1
Public Works Director	1.0	1
Utility Operator 1	1.0	1
30-11 Water		
Water Plant Operator	1.0	1
40-11 Sewer		
Sewer Plant Operator	1.0	1
Grand Total	13.9	16

# City of Willamina Organization Chart



## City of Willamina Mission Statement

It is our mission to build and maintain a community that promotes family, economic growth, and citizen involvement while honoring our rich history.

# APPENDIX



**Mayor Ila Skyberg**

**City Management:**

**Council Members:**

Rita Baller, Council President  
 Craig Johnson  
 Barry Wilson  
 Vickie Hernandez  
 Jennifer Pederson  
 Karl Klym

City Manager: *Bridget Meneley*  
 Finance Manager: *Scott Clark*  
 Public Works Director: *Jeff Brown*  
 Library Director: *Sarah Frost*

**WILLAMINA BUDGET COMMITTEE MEETING AGENDA**

Public attendance will be allowed in person or via our virtual platform.

Dial-in number (US): (669) 900-6833

Meeting ID: 834 8484 4449

Passcode: 605083

Join the online meeting: <https://us02web.zoom.us/j/8348484449?pwd=Zm5JdGpnVTg2VUJVVktRRXNHSTVEQT09>

**WEST VALLEY FIRE DISTRICT**  
**825 NE Main St.**  
**THURSDAY, MAY 25, 2023**  
**6:00 PM**

Governing Body:

City of Willamina Mayor	Ila	Skyberg
City of Willamina City Council	Rita	Baller
City of Willamina City Council	Barry	Wilson
City of Willamina City Council	Craig	Johnson
City of Willamina City Council	Vickie	Hernandez
City of Willamina City Council	Jennifer	Pederson

Staff

City Manager	Bridget	Meneley
Finance Manager	Scott	Clark
Deputy City Recorder	Krystal	Stevens

Budget Committee Members:

Budget Committee	Monique	Keeling
Budget Committee	Phillip	Lybarger
Budget Committee	Katie	Vinson
Budget Committee	Roy	Whitman
Budget Committee	Jaime	VanDenBosch
Budget Committee	Tiffany	Moore
Budget Committee	Jean'Lueise	Lee

- I. Roll Call
- II. Selection of Chairperson
- III. Approval of the Minutes from May 18, 2022 Budget Committee Meeting
- IV. Public Hearing
  - a. The Budget Committee will conduct a Public Hearing on possible uses of State Revenue Sharing Funds in the FY 2023-2024 Proposed Budget
- V. Presentation of the Budget Message
- VI. FY 2023-2024 Budget Deliberations
- VII. FY 2023-2024 Budget Approval – Motion to approve the property tax amount and the budget
- VIII. Adjourn

Persons with hearing, visual or manual impairments who wish to participate in the meeting should contact the City of Willamina at least 48 hours prior to the meeting date in order that appropriate communication assistance can be arranged. The City of Willamina Council Chambers are accessible to the disabled. Please let us know if you need any special accommodations to attend this meeting.

An Equal Opportunity Employer

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[www.willaminaoregon.gov](http://www.willaminaoregon.gov)

**City of Willamina**  
**Minutes of the One a Year Meeting of the City of Willamina Budget Committee**  
**Wednesday, May 18, 2022**  
**6:00 PM**

**Location of Meeting:**

West Valley Fire Station  
825 NE Main Street  
Willamina, Oregon 97396

**Present at Meeting:**

Mayor Bob Burr  
Council President Rita Baller  
Councilor Barry Wilson  
Councilor Craig Johnson  
Councilor Ila Skyberg  
Councilor April Wooden  
Budget Committee Chair Laurie Toney  
Budget Committee Phillip Lybarger  
Budget Committee Monique Keeling  
Budget Committee Dawn Ownings  
Budget Committee Katie Vinson  
Budget Committee Jaime VanDenBosch (left due to family emergency at 7:00PM)  
Budget Committee Greg Kruchok  
Finance Manager Scott Clark  
City Manager Kenna West  
Deputy City Recorder Bridget Meneley

**Absent from Meeting:**

Chair Laurie Toney called the 2021-2022 Budget Committee Meeting to order at 7:07 PM on May 26, 2022. Mayor Bob Burr lead the flag salute.

1. Deputy City Recorder Bridget Meneley took roll call and a quorum was present.
2. Selection of Chairperson –

**Motion:** Katie Vinson **Second:** Laurie Toney

I nominate Dawn Owing's for Chairperson.

**Motion passes unanimously.**

3. Approval of the Minutes from May 26, 2021, Budget Committee Meeting

The minutes of the previous meeting were reviewed and unanimously approved.

4. Committee Chair Dawn Ownings opened the Public Hearing and read from the public hearing script at 7:15 PM. No audience comments.

5. Budget Message –

Chari Dawn Ownings asks City Manager Kenna West and Deputy City Record Bridget Meneley to read the budget message.

6. FY 2022-2023 Budget Deliberations

Discussion of infrastructure, staffing, contingency and grant funds.

Discussion of street maintenance. Member Vinson asks for clarification on SDC funds. Kenna West explains that SDC funds typically cannot be used for street maintenance. Mayor Burr asks for clarification on the Water budget. Member Vinson asks for an update on the Pump Track project. Kenna West reviews available funding and requests.

7. FY 2022-2023 Budget Approval –

**Motion:** Burr **Second:** Skyberg

I move to adopt the 2022-2023 Budget as presented and the property tax amount as presented.

**Motion passes unanimously.**

The meeting was adjourned at 8:18 PM by Committee Chair Ownings.

Minutes submitted by Deputy City Recorder Bridget Meneley

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Minutes approved by Committee Chair (to be appointed at the meeting)

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**WILLAMINA ECONOMIC IMPROVEMENT DISTRICT  
FY 2023/2024 EID ASSESSMENT**

Properties in the City of Willamina which are zoned "commercial" or "industrial" assessed as follows :

**Fully benefited commercial property** – ¼ of 1.0% of assessed value ;  
**Commercial properties on side streets** – 1/8 of 1.0% of assessed value;  
**Commercial properties in industrial area** – 1/8 of 1.0% of assessed value; and  
**Commercial properties that also include resident property** – prorated .

*(Assessed values are the latest available from the County Assessor's Offices as of 5/19/2023)*

The Willamina Business Group recommended a maximum amount billed to any one person of \$500,  
 And a minimum amount to any one person of \$50.00 (See Ord #659, adopted 12/10/2015 )

Addresses updated 05/19/2023

**Ordinance 685 passed by the City Council of the City of Willamina 12/08/2020 renewing District through 12/31/2025**

Mailing Address	Tax Lot No.	Assessed Value	Tax Amount	Short Name	Owner	Rate	Situs Address	Yamhill County Assessor's Account Number
121 NE MAIN ST WILLAMINA OR 97396	R6701DA 03800	\$ 26,035.00	\$ -	Skyberg's back storage/parking lot	Skyberg, Randall*	Side Street -1/8	0 N B Street	242035
121 NE MAIN ST WILLAMINA OR 97396	R6701DA 03001	\$ 13,011.00	\$ -	Skyberg's storage lot behind the thriftstore	Skyberg, Randall*	Side Street -1/8	0 N B Street	528610
41100 SW TINDLE CREEK RD WILLAMINA OR 97396	R6701DA 03000	\$ 70,905.00	\$ -	Non-Profit Tina Miller Thrift Store	Vinson, Katie & Meredith Schaefer*	Com-Full Ben.	105 NW Main St	241884
41100 SW TINDLE CREEK RD WILLAMINA OR 97396	R6701DA 02300	\$ 318,726.00	\$ 500.00	Willamina Merchants/Apartments	Wildwood Services, Katie Vinson*	Com-Full Ben. 1/2 Res	110 NE Main St	242204
487 SW MT JEFFERSON ST MCMINNVILLE OR 97128	R6701AC 13500	\$ 448,275.00	\$ 500.00	Willamina Select Market	Barpol, Johal*	Com-Full Ben.	112 NW 1st St	241955
121 NE MAIN ST WILLAMINA OR 97396	R6701DA 03200	\$ 137,337.00	\$ 500.00	Skyberg's Lumber & Hardware	Skyberg, Randall & Ila*	Com-Full Ben.	121 NE Main St	242197
PO BOX 867 WILLAMINA OR 97396	R6701DA 02400	\$ 27,909.00	\$ 51.02	Shirley's Hair	Currier, Shirley **	Com-Full Ben. 1/2 Res	130 NE Main St	242124
121 NE MAIN ST WILLAMINA OR 97396	R6701DA 03300	\$ 87,322.00	\$ -	Skyberg's Lumber & Hardware/Appartment	Skyberg, Randall*	Com-Full Ben. 1/2 Res	131 NE Main St	242044
PO BOX 349 WILLAMINA OR 97396	R6701AC 13600	\$ 333,201.00	\$ 402.21	Coyote Joe's	Frownfelter Trusts*	Com-Full Ben.	142 NW Main St	241973
1232 NW OAKMONT CT MCMINNVILLE OR 97128	R6701AC 13300	\$ 81,139.00	\$ 101.42	Augie F	Frownfelter Trusts*	Side Street -1/8	149 NW 1st St.	241143
487 SW MT JEFFERSON ST MCMINNVILLE OR 97128	R6701AC 13400	\$ 20,203.00	\$ -	Barpol, Johal/JIPR LLC	Barpol, Johal/JIPR LLC*	Com-Full Ben.	NW Main St	241447
41100 SW TINDLE CREEK RD WILLAMINA OR 97396	R6701DA 02500	\$ 101,285.00	\$ -	Wildwood Hotel, LLC. Café & Hotel	Haller, Matthew (Yamhill County shows Katie V. & Meredith Kendall-Shaefer)*	Com-Full Ben.	150 NE Main St	241982
PO Box 1232, WILLAMINA, OR 97396	R6701DA 03500	\$ 113,548.00	\$ 141.94	Greg Kruchok	Kruchok, Greg	Com-Full Ben. 1/2 Res	157 NE Main St	241964
PO BOX 998 WILLAMINA OR 97378	R6701DA 02600	\$ 18,537.00	\$ 51.35	Center Market	Raman Inc., Singh, Badahur**	Com-Full Ben.	180 NE Main St	242099
PO BOX 998 WILLAMINA OR 97396	R6701DA 02700	\$ 120,476.00	\$ 301.19	Center Market	Raman Inc., Singh, Badahur	Com-Full Ben.	180 NE Main St	242142
1656 Sagewood St, Richland WA 99352	R6701DA 03600	\$ 149,067.00	\$ 372.67	Dillons Bar & Grill	Kelly, Danile (Yamhill County shows Lori L. Samander as the owner)	Com-Full Ben.	181 NE Main St	241946
*PO BOX 97 WILLAMINA OR 97396	R6701DA 08100 A01	\$ 174,589.00	\$ 218.24	PEP - Pacific Pride Property	Jenne, Ralph	Side Street -1/8	182 NE Water St	515173
*PO BOX 97 WILLAMINA OR 97396	R6701DA 08100	\$ 30,634.00	\$ 51.11	PEP - Pacific Pride Property	Jenne, Ralph**	Side Street -1/8	182 NE Water St	242017
PO Box 557 Willamina Oregon 97396	R6701DD 00500	\$ 227,164.00	\$ -	Skyberg	Skyberg, Randall & Ila*	Res-Com Full Ben.	188 SE Main St	239682
439 NE CENTER ST SHERIDAN OR 97378	R6701DA 04700	\$ 115,275.00	\$ 144.09	Piontek Bakery	Piontek, Ken	Side Street -1/8	212 NE D St	239227
PO BOX 37 WILLAMINA OR 97396	R6701DA 01300	\$ 236,503.00	\$ 500.00	Quick Check Records Inc	Burr, Robert*	Com-Full Ben.	212 NE Main St	242151



PO BOX 37 WILLAMINA OR 97396	R6701DA 01400	\$ 28,224.00	\$ -	Lot 6 - Block 3 next to 212 NE Main	Burr, Robert*	Com-Full Ben.	Lot 6 - Block 3; next to 212 NE Main	242231
PO BOX 97 WILLAMINA OR 97396	R6701DA 03700	\$ 92,557.00	\$ 115.70	PEP - Office	Jenne, Ralph	Side Street -1/8	241 NE C Street	242240
PO Box 482 Willamina Oregon 97396	R6701DB 00600	\$ 56,211.00	\$ -	Hair Salon	Vinson, Katie*	Com-Full Ben.	245 SW Lamson St	241811
39195 SW Oak Lane Willamina, Oregon 97396	R6701AC 13800	\$ 38,468.00	\$ 96.17	O'Neil Construction - Office	O'Neil, Brian	Com-Full Ben.	250 NW Main Street	238763
39195 SW Oak Lane Willamina, Oregon 97396	R6701AC 13900	\$ 42,027.00	\$ 105.07	O'Neil Construction - lot	O'Neil, Brian	Com-Full Ben.	250 NW Main Street	238941
PO Box 482 Willamina Oregon 97396	R6701DA 01500	\$ 58,656.00	\$ -	Retail space/Massage	Vinson, Katie*	Com-Full Ben.	252 NE Main St	242366
6113 SE 45TH AVE, PORTLAND, OR 97206	R6701DA 01700	\$ 110,340.00	\$ 137.93	Odd Fellows Pizza and Apts.	Harding, Karen	Com-Full Ben. 1/2 Res	282 NE Main St	242106
39201 COAST CREEK RD. WILLAMINA OR 97396	R6701DA 01600	\$ 19,683.00	\$ 51.43	Small Building next to Odd Fellows at 282 NE Main	Harding, Karen**	Com-Full Ben.	Small Building next to Odd Fellows at 282 NE Main	242133
PO BOX 195 WILLAMINA OR 97396	R6701DB 00701	\$ 58,365.00	\$ 145.91	Willamina Saw Service	Pratt, Charles E	Com-Full Ben.	285 SW Main St	480465
740 SE MEADOWS LOOP SHERIDAN OR 97378	R6701DA 04500	\$ 114,892.00	\$ 287.23	Best Stop Market	B D Badla, LLC C/O Gurmit Kaur	Com-Full Ben.	313/317 NE Main St	238870
25850 Salmon River Hwy Willamina OR 97396	R6701DA 00500	\$ 333,547.00	\$ 500.00	Hofenbrendl Realty	Hofenbrendl, Barb*	Com-Full Ben.	322 NE Main St	238790
PO BOX 53 WILLAMINA OR 97396	R6701DA 02200	\$ 68,481.00	\$ 85.60	Previously owned by the City & was exempt; Now taxable	Willamina Civic Club Inc.	Side Street -1/8	340 N B St.	242311
PO BOX 130 WILLAMINA OR 97396	R6701DA 02100	\$ 17,795.00	\$ 50.64	Kendall	Kendall, Matthew K**	Side Street -1/8	352 NE B St	242302
2710 NE CORA DR MADRAS OR 97741	R6701DA 05100	\$ 129,453.00	\$ 500.00	Slow Train	Maben Family Trust	Com-Full Ben.	371 NE Main St	240251
PO BOX 37 WILLAMINA OR 97396	R6701DA 01000	\$ 12,750.00	\$ -	Lot 2 Block 3 near the Library	Burr, Robert*	Side Street -1/8	Near 382 NE 1st St.	241866
2710 NE CORA DR MADRAS OR 97741	R6701DA 05000	\$ 105,778.00	\$ -	Vacant Building/Risseeuw Logging	Maben Family Trust	Com-Full Ben.	391 NE Main St	239414
PO BOX 10 WILLAMINA, OR 97396	R6701DA 05200	\$ 127,054.00	\$ 158.82	H&R Block/Exp	Peterson Living Trust, George & Linda Peterson Trustees.	Com -Full Ben. 1/2 Res	421 NE Main St	240144
PO Box 203 Willamina, Oregon 97396	R6701AD 10000	\$ 300,335.00	\$ -	Car Wash/Pet Wash/Storage	Barpol, Johal/IAJR LLC*	Com-Full Ben.	450 NE Main St	239049
3620 NW WESTSIDE RD MCMINNVILLE, OR 97128	R6701DA 05300	\$ 65,165.00	\$ 162.91	G&M Insurance	Gregport Land & Investments	Com-Full Ben.	451 NE Main St	239986
PO BOX 645 WILLAMINA OR 97396	R6701DD 03200	\$ 174,870.00	\$ 437.18	Willamina Automotive	Priester, Levi	Com-Full Ben.	452 SE Main St	240812
PO BOX 98 SHERIDAN OR 97378	R6701DA 06400	\$ 272,519.00	\$ 340.65	Hampton Industrial Saw	Wagner, Eric & Jann 2010 Trust	Indus-1/8	460 NE Yamhill St	243668
1650 NW SUNDIAL RD TROUTDALE OR 97060	R6701DB 00200	\$ 685,934.00	\$ 500.00	Walsh Trucking	Walsh Holdings LLC, Cal Clarke*	Indus-1/8	499 NW Main St	239076
DG RETAIL LLC 100 MISSION RIDGE ATTN: TAX DEPATMENT GOODLETTSVILLE TN 37072	R6701DA 09900	\$ 826,615.00	\$ 500.00	Dollar General	Dollar General*	Com-Full Ben.	511 NE Main St	712102
ATTN: TAX DEPATMENT GOODLETTSVILLE TN 37072	R6701DA 05800		\$ -	Dollar General	Dollar General*	Com-Full Ben.	511 NE Main St	
DG RETAIL LLC 100 MISSION RIDGE ATTN: TAX DEPATMENT GOODLETTSVILLE TN 37072	R6701DA 06000		\$ -	Dollar General	Dollar General*	Com-Full Ben.	511 NE Main St	

2520 FOOTHILL BLVD PASS, OREGON 97526	GRANTS	R6701AD 08900	\$ 1,029,959.00	\$ 500.00	Willamina Shell	Colvin Oil I LLC	Com-Full Ben.	692 NE Main St***	238825
PO Box 303 Willamina, Oregon		R6701BD 05700	\$ 374,041.00	\$ 500.00	Storage Units - Storage Etc	Attebery, Martin W.*	Com-Full Ben.	864 NW Main Street	238905
		<i>Total Polk County</i>	\$ -	\$ -	<b>*Property(ies) assessed at maximum of \$500</b>				
		<i>Total Yamhill County</i>	\$ 7,994,860.00	\$ 9,010.47	<b>**Property(ies) assessed at minimum of \$50</b>				
			\$ 7,994,860.00	\$ 9,010.47	<b>***Tax Lot #R6701AD 09000 has been combined with R6701AD 08900 (Willamina Shell)</b>				
		<i>Total Assesed Values</i>			<i>Total Tax</i>				

\* Accounts removed - residential within the EID, no businesse and no EID taxes allocated

Mailing Address	Tax Lot No.	Assessed Value	Tax Amount	Short Name	Owner	Rate	Situs Address	Yamhill County Assessor's Account Number
PO BOX 219 WILLAMINA OR 97396	R6701DD 01400	\$ 131,813.00	\$ 164.77	House/Buisness (old piano place)	Grisson, Jeffrey & Brandianne	Com -Full Ben. 1/2 Res	286 SE Main st	239824
1425 SW Hayter St, Dallas, OR 97338	R6701DB 01501	\$ 119,868.00	\$ 149.84	House/Buisness	A Blair Family Properties LLC.	Res-Com Full Ben.	329 SW Main St	482485
PO BOX 98 SHERIDAN OR 97378	R6701DA 06400	\$ 62,323.00	\$ 77.90	MH - Caretaker Building fo 460 NE Yamhill	Wagner, Eric & Jann 2010 Trust	Indus-1/8	550 NE Yamhill St	523837
Originally Listed as DG but this is a residence	R6701DA 06200	\$ 137,505.00	\$ -	Dollar General	Dollar General*	Com-Full Ben.	621 NE Main St	239389
Originally Listed as DG but this is a residence	R6701DA 06101		\$ -	Dollar General	Dollar General*	Com-Full Ben.	621 NE Main St	

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## 00 "EXHIBIT A"

### PUBLIC NOTICE

#### Notice of Budget Committee Meeting

A public meeting of the Budget Committee of the City of Willamina, Yamhill County and Polk County, State of Oregon, on the budget for the fiscal year July 1, 2023 to June 30, 2024, will be held at West Valley Fire District Station 8, 825 NE Main Street, Willamina, Oregon. The meeting will take place on Thursday May 25, 2022 at 6:00pm. The purpose of the meeting is to receive comment from the public on the budget. This is a public meeting where deliberations of the Budget Committee will take place. The meeting can be attended via remote access, the link and phone number are on the City of Willamina website at [www.willaminaoregon.gov](http://www.willaminaoregon.gov). An additional meeting will be held at 6:00pm on Tuesday, June 6, 2023 at West Valley Fire District Station 8, 825 NE Main Street, Willamina, Oregon. A copy of the budget document may be inspected or obtained on or after May 19, 2023 on the City of Willamina website [www.willaminaoregon.gov](http://www.willaminaoregon.gov) or at the City of Willamina City Hall at 411 NE "C" Street, between the hours of 9:00am and 5:00pm  
NR Published May 16, 23 2023

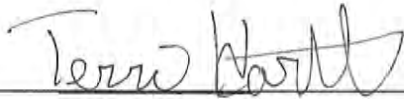
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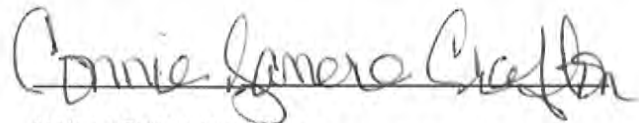
STATE OF OREGON } ss.  
County of Yamhill

I, Terri Hartt

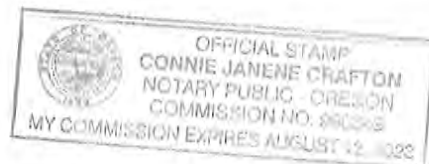
being first duly sworn, depose and say that I am the Legal Clerk, of the NEWS-REGISTER, a newspaper of general circulation as defined by O.R.S. 193.010 and O.R.S. 193.020 published two times each week at McMinnville, County of Yamhill, State of Oregon, and that **City of Willamina - Public Notice May 25, 2023 Budget Meeting- - May 16, 23, 2023**

Subscribed and sworn before me this 5/30/2023 .

  
\_\_\_\_\_

  
\_\_\_\_\_

Notary Public for Oregon  
My Commission Expires 08/12/2023



## City of Willamina Meetings

### Notice of City Council Budget Hearings

Public hearings of the City Council of the City of Willamina, Yamhill County and Polk County, State of Oregon, on the budget for the fiscal year July 1, 2023 to June 30, 2024, will be held at West Valley Fire District Station 8, 825 NE Main Street, Willamina, Oregon. The hearings will take place on Tuesday June 13, 2023 at 5:00pm. The purpose of the hearings is to receive comment from the public on the budget.

The following public hearings will take place:

1. Public Hearing on the Use of State Revenue Sharing Funds in Fiscal Year 2023-2024 Budget
2. Budget Hearing to obtain public comment on the Budget for the fiscal year beginning July 1, 2023 as approved by the Budget Committee on May 25, 2023

These are public hearings where deliberations of the City Council to discuss the approved Budget will take place. The hearings can be attended via remote access, the link and phone number are on the City of Willamina website at [www.willaminaoregon.gov](http://www.willaminaoregon.gov). A copy of the budget document may be inspected or obtained on or after June 9, 2023 on the City of Willamina website [www.willaminaoregon.gov](http://www.willaminaoregon.gov) or at the City of Willamina City Hall at 411 NE "C" Street, between the hours of 9:00am and 5:00pm

An active Zoom link can be found [here](#).  
You can find the Agenda [here](#).

*Date Posted 06/12/2023*