



CITY OF VENETA
ADOPTED BUDGET DOCUMENT
Including Urban Renewal Agency
2024-2025



www.venetaoregon.gov

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The Government Finance Officers Association of the United States and Canada

presents this

CERTIFICATE OF RECOGNITION FOR BUDGET PREPARATION

to

Finance Department

City of Veneta, Oregon



The Certificate of Recognition for Budget Preparation is presented by the Government Finance Officers Association to those individuals who have been instrumental in their government unit achieving a Distinguished Budget Presentation Award. The Distinguished Budget Presentation Award, which is the highest award in governmental budgeting, is presented to those government units whose budgets are judged to adhere to program standards.

Executive Director

Christopher P. Monell

Date: **3/19/2024**

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Section 1

Budget Message

Council Priorities and Related Projects

City 2023-2025 Workplan

Assumptions & Objectives

Consolidated Budget Table

Major Changes to Revenue & Expenditures

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May 23, 2024

City of Veneta Budget Committee
Veneta Urban Renewal Agency Budget Committee

Re: Budget Message for Fiscal Year 2024-2025

The Budget Documents

The budget documents provided to the City of Veneta Budget Committee and the Veneta Urban Renewal Agency Budget Committee are formatted according to Oregon Budget Law. Each budget estimates funding resources and expenditure requirements that are balanced within funds established by each respective agency—City and Agency—to record financial activity.

In each respective document, at the end of each fund report is a Notes section that summarizes significant activities or impacts to that fund. Those significant activities are highlighted in this message.

The budget packet also includes materials on estimated property taxes, shared revenues, interfund transfers, project costs, and Council goals.

The City Council developed budget goals in work sessions earlier this year. Council heard from staff about planned projects and opportunities, and then discussed what the Council's goals for the City would be for the next two years. Three priority areas emerged, in no specific order: Parks & Recreation, Economic Development, and Public Safety. Staff then returned to Council with a two-year work plan detailing projects and initiatives that identified how the Council's priorities would be addressed. The Council adopted the 2023-2025 City Work Plan and it is included in the budget packet as a budget resource document.

Summary of Proposed Financial Policies for the 2024-2025 Budget Period

The City of Veneta's financial policies are contained in Resolution No. 1407, "A Resolution Adopting City Financial Policies, and Repealing Resolution No. 1386" (adopted March 11, 2024). Policies relevant to developing the budget are highlighted below.

- The budget is to be prepared in accordance with Oregon local budget law. The budget is to be adopted, by resolution, annually no later than June 30th.
- The City Council shall adopt the budget at the Fund and Program level (i.e. Administration, Public Works, Court, Economic Development, Human Resources, Public Safety, etc.).
- The City will prepare the budget in a conservative manner by:
 - o the use of a contingency fund;

- rounding up to the nearest \$100 when budgeting expenses;
- rounding down to the nearest \$100 when budgeting revenues; and
- targeting a minimum unappropriated fund balance in the operating funds (those funds with Personnel Services)

- To maintain fund integrity, the City will manage each fund as an independent entity in accordance with applicable statutes and with generally accepted accounting principles.
- In any year, circumstances may arise which could not have been reasonably anticipated and which may require a change in the annually adopted budget. There will be one Contingency account established in each operating fund with Personnel Services, and the amount of the Contingency account shall be **no more than** the sum of four (4) months of budgeted Personnel Services and Admin Supplies & Services (fund account xxx-xxx-51010) expenditures.
- To the extent that the unreserved (unrestricted and Unassigned funds) General Fund balance exceeds the contingency target, the City may draw upon the General Fund Contingency account to provide pay-as-you-go financing for capital projects, for other one-time capital equipment expenditures, transfers to capital reserve funds, or for accelerated debt service.
- Operating Fund Balances - Measurement of a fund's ending balance will occur annually on June 30th. For purposes of this calculation, the expenditures shall be the budget as originally adopted for the subsequent year. The minimum fund balance is the unrestricted (and Unassigned as to the General Fund) fund balance amount excluding Non-spendable, Restricted, and Committed fund balance amounts.
 - General Fund / Special Revenue Funds (excluding SDC-related, Business Assistance, and Local Improvement funds) / Enterprise Funds: The minimum targeted ending fund balance shall be **no less than** four (4) months of budgeted Personnel Services and Materials & Services expenditures.
- The City's unassigned General Fund balance will be maintained to provide the City with sufficient working capital and a margin of safety to address the needs of the City without borrowing. The unassigned General Fund Balance may only be appropriated by resolution of the City Council.
- The City Council delegates authority to the City Administrator and the Finance Director to assign fund balance amounts as appropriate.

Important Features of the Budget Documents

Applying the financial policies briefly outlined above, both budgets implement major projects identified in master plans, capital improvement plans, or 5-year strategies. Those projects are listed in a separate table as part of the budget packet. The budget packet also includes the City Council's 2-year Work Plan that lists prioritized projects and initiatives reflected in the current year and ensuing year, 2023-2025.

Staff applied the following practices to develop the budget:

- Assume a 3% increase of Assessed Value on private properties in the City and a 95.7% collection rate based on Lane County Assessor estimates.
- Target a maximum of 50% of City property taxes allocated to the Law Enforcement Fund to support the City's contract with the Lane County Sheriff's Office for policing services. Re-allocate remaining property taxes first to the Parks and Recreation Fund, Planning Fund, and then the General Fund.
- Budget a 4.21% cost-of-living increase for regular, full-time City employees, conditional on City Council approval. Budget for a \$0.50 Oregon Minimum Wage increase to \$14.70 for seasonal staff (largely pool staff).
- Budget American Rescue Plan Act (ARPA) funds for the wastewater treatment plant expansion.
- Budget Veneta Urban Renewal Agency funds transferring to the City for the Bolton Hill Sports Complex project, the W. Broadway ("The Attic") redevelopment project, the St. Vincent de Paul W. Broadway block acquisition, and economic development initiatives.
- For the Veneta Urban Renewal Agency, continue to budget a line-of-credit loan to fund program expenses in advance of receiving property tax revenues later in the fiscal year. Also continue to promptly re-pay the loan with unappropriated ending fund balance from the URA's Debt Service Fund.
- Fund the Redevelopment Toolkit from the Veneta Urban Renewal Agency General Fund

Budgets-at-a-Glance: Principle Issues for the Upcoming Fiscal Year and Changes from the Previous Year/Budget

- City of Veneta

This year's City of Veneta Staff Requested budget totals \$33,300,082 and is balanced. All of the funds meet the financial policy targets for Ending Fund Balance and Contingency funding with the caveat that the Park & Recreation Fund targets do not include pool expenses due to their seasonal, discretionary role.

Total new revenues sum to \$15,064,351 which is roughly a \$5.1 million increase over last year. However, most of that increase stems from transferring \$4.7 million from the Sewer Fund's Ending Fund Balance to the Reserve-Enterprise (Sewer) Fund to use on the Wastewater Treatment Plant Upgrade.

The largest revenue source is estimated user fees (water, sewer, planning, etc.) subtotaling nearly \$3.9 million and includes anticipated 3% water rates and 2% sewer rates increases pursuant to rates studies. Estimated property taxes subtotal to over \$2 million including debt service on bonds for the pool. Interestingly (pun intended), with interest rates continuing to stay higher we're forecasting over \$400,000 of interest income, nearly four times the amount than what we forecasted two years ago.

Total expenditures sum to \$19,130,861 which is roughly a \$6.0 million increase over last year.

Capital Outlays of over \$5.6 million including the Off-Leash dog park project, the pickleball project, the wastewater treatment plant upgrade, and the Bolton Hill Sports Complex design drive most of the increase.

Materials & Services are roughly \$76,000 more than last year due largely to the City contracting for a matching reimbursement grant of up to \$250,000 for the redevelopment of the former City property on W. Broadway and the City's \$50,000 Commercial Development Incentives Program that can help pay for a commercial project's Transportation System Development Charges.

Personnel Services, estimated to increase roughly \$190,000 over last year's budget, reflect a new Utility Worker I position and a new part-time Office Support Specialist II – Bookkeeping position. Also factored into the expense is an anticipated 4.21% cost of living increase for regular full-time staff, and increased medical coverage costs of roughly 9.5%.

New this year, Court Services are requested to move from the General Fund to the Law Enforcement Fund. This results in the shift of roughly \$105,000 of expense to the Law Enforcement Fund's resources that are earmarked for law and code enforcement. Adding court expenses to the Law Enforcement Fund would provide a clearer program picture of the City's enforcement activities and costs.

- Veneta Urban Renewal Agency

This year's Veneta Urban Renewal Agency budget totals \$7,422,171 and is balanced. Property taxes are received into the Debt Service Fund to cover any existing Agency project debt. Remaining funds may be used to directly fund projects by using a debt instrument to put those funds into the Agency's General Fund as working capital.

Total new revenue comes from \$928,869 in property taxes into the Agency's Debt Service Fund and a \$2.7 million "du jour" private loan that is promptly paid-off with tax proceeds. This allows the Agency to move funds to the Debt Service Fund and into the General Fund for expense or transfer to the City.

Total expenditures sum to \$5,364,700 comprised of the du-jour loan and the transfer of funds to the City for the Bolton Hill Sports Complex project, and economic development projects (acquiring the St. Vincent de Paul downtown block, and the W. Broadway "The Attic" property matching reimbursement grant) including signage on Highway 126.

Conclusion

I greatly appreciate the thoughtful budget-development work done by Management Analyst Jacob Thode, Administration Supervisor Ann Haxby, Community Development Director Matt Laird, and Public Works Director Kyle Schauer. Excellent teamwork that befits a world-class small town!

Take care,



Matt Michel
City Administrator

Council Priorities and Related Projects

In September 2022, individual City Council members were tasked with providing the City Administrator with policy issues and program ideas using an Issues Identification Form. Later that month, the Council reviewed the results and tally of that feedback grouped by policy area and discussed changes and clarifications. The Council reached consensus on City Council Goals for Fiscal Years (FY) 2023-2025.

Council Goals 2023-2025



Improve community safety by enhancing community policing and planning for the future.



Create community and economic development opportunities for business and industry to retain and create jobs



Promote parks and recreation projects and improvements that support healthy and active lifestyles for all ages.

Fiscal Year 2024-2025 Projects and Priorities

In anticipation of the upcoming Budget Committee process in May 2024, staff prepared a table of proposed projects for FY 2024-2025 and how they deliver on the City Council's Priority Goals for 2023-2025, as well as long-term master plan projects.

Staff-Proposed Fiscal Year 2024-2025 Budget Projects

PROJECTS	GOALS / PLAN	BUDGET	FUND SOURCE
Expanded Newsletter, surveys, event marketing, etc.	Communications Master Plan	\$ 34,700	General - Admin
Attic Improvements	The logo for Venetaworks, featuring a circular arrangement of green and blue lines forming a stylized gear or network, with the word "VENETAWORKS" in a bold, sans-serif font above it and the tagline "Energizing Entrepreneurs" in a smaller font below it.	\$ 250,000	General Fund via URA Transfer
City Hall Re-Design	Not under work plan, but beneficial to City operations and employees	\$ 15,000	General - Admin
Wildfire Preparedness Program	Emergency Preparedness	\$ 15,000	General – Public Safety
National Night Out	The logo for Care, featuring a circular arrangement of colorful hands in yellow, orange, and red, with the word "care" written in a lowercase, sans-serif font below it.	\$ 1,500	General Fund - Public Safety

PROJECTS	GOALS / PLAN	BUDGET	FUND SOURCE
Five-Year Plan Economic Development Implementation		\$ 75,000	General - Economic Development
Veneta Economic Identity Study		\$ 35,000	General - Economic Development (ARPA)
Commercial Development Incentive Program		\$ 50,000	General - Economic Development
Acquiring SVDP Lots on Broadway		\$ 462,000	General Fund via URA Transfer
Accela Modules Upgrade: Planning & Code Enforcement	Efficiency Initiative	\$ 5,000	Law Enforcement – Code Enforcement
Property Line Adjustment with Oregon Department of Forestry		\$ 30,000	Park Fund via URA Transfer
Bolton Field Sports Complex Design & Phase1		\$ 1,700,000	Park Fund via URA Transfer
Oak Island Parkland Acquisition		\$ 125,000	Park SDC Fund
Off-Leash Dog Park Construction		\$ 632,500	Park Fund & Park SDC Fund
Pickleball Courts Construction		\$ 517,500	Park
Public Works Yard Pre-design	Not under work plan, but beneficial to City operations	\$ 30,000	Water- 70% Sewer- 30%
Reservoir Land Acquisition	Water System Master Plan	\$ 150,000	Capital Const. - Water
Luther Lane Waterline Extension	Water System Master Plan	\$ 170,000	Water

PROJECTS	GOALS / PLAN	BUDGET	FUND SOURCE
Sewer Infiltration and Inflow Inspection	Not under work plan, but beneficial to City operations	\$ 60,000	Sewer
Eastside Lift Station Location Analysis	Wastewater System Master Plan	\$ 200,000	Sewer SDC
Lot 602 - Prepare Site for Development		\$ 65,000	Sewer (3/4); Stormwater (1/4)
Lot 400/Unhoused Land – Design Vehicular Access		\$ 30,000	Sewer (3/4); Stormwater (1/4)
WWTP Facility Plan	Wastewater System Master Plan	\$ 1,274,000	Sewer SDC & Sewer (ARPA)
Elmira-Veneta Multi-Use Path	Transportation System Plan	\$ 60,000	Street SDC
Territorial Sidewalk RR Crossing	Transportation System Plan	\$ 15,000	Streets
E. Hunter Street & Sidewalk Improvements: Design Update/Bid Services	Transportation System Plan	\$ 25,000	Streets & Transportation SDC
Highway 126 Intersection- Gateway Beautification		\$ 30,000	Streets
Jeans Rd / Territorial Hwy Intersection Planning	Transportation System Plan	\$ 10,000	Transportation SDC
Stormwater Manual	Not under work plan, but beneficial to City operations	\$ 40,000	Stormwater
DEQ TMDL Program Erosion and Sediment Control Manual	Not under work plan, but beneficial to City operations	\$ 30,000	Stormwater
Redevelopment Toolkit	 Urban Renewal Agency Plan	\$ 90,000	Urban Renewal Agency

City of Veneta 2023-2025 Projects and Priorities

City Council 2023-2025 Priorities:



Color indicates planned start Fiscal Year	
2023-2024	2024-2025
FY24-25: Yellow cell & Red text	

Council Goal	Department	Program	Project Title & Deliverables	Budget	Timeline				Staff Lead	Notes
					July-Dec 2023	Jan-June 2024	July-Dec 2024	Jan-June 2025		
Community Development	Community Development	Community Development	Paths & Trails Master Plan	\$ 50,000					CDD	DONE. Delivered to Council July 2023
			Bolton Hill Sports Complex Master Plan (URA Funded)	\$ 30,000					CDD	DONE. Deed to be recorded August 2024
			City Park - Phase 5: Community Center (URA Funded)	\$ 30,000					PWD	DONE. Delivered to Council Nov. 2023
			1/27/23 Council consensus on concept	N/A					PWD	DONE: TSP presented 5-year business plan to Council April 2024
			Adult Quiet Park @ Ralph Johnson Park	\$ 410,000					PWD	
			Pre-Design & Bid	\$ 100,000					PWD	
			30% design	\$ 345,000					MA (CDD/PWD)	Funding not currently identified
			Demolition & Construction	TBD					CDD	Funding not currently identified
			Off-Leash Dog Park @ RR	\$ 15,000					PWD	Park Bd. Approved Concept Apr. 2023; Funding not currently identified
			Construction	\$ 632,500					PWD	Project to be bid Q1 2024
Planning - Long Range	Planning - Long Range	Planning - Long Range	Pickleball Courts @ Territorial Park	\$ 25,000					PWD	Pre-design in progress
			Construction	\$ 517,500					PWD	\$75k grant from OPRD; Project to be bid Q1 2024
			Pool & Community Center Park @ Lot Crack & Sand Seal	\$ 9,500					PWD	
			Oak Island Park Expansion	\$ 125,000					CDD	Expand park with purchase of platted lot
			Park Board event funding	\$ 5,000					CDD	Sponsor more events
			County engagement and concept design	\$ 10,000					CDD	Traffic impacts modeled & shared; pending funding discussion
			Jeans Road- Territorial Intersection Planning (URA Funded)	\$ 300,000					CDD	
			Property rights acquisition	\$ 10,000					CDD	
			Jeans Road-Todd Way Intersections Planning	\$ 5,000					CDD	Hold for area development activity
			Cheney Drive /Territorial Hwy Intersection Legal Cost	\$ 10,000					CDD	DONE. Property Line Adjustment done; pending construction
Public Works	Public Works	Public Works	Land Development & Land Division Ordinances Consolidation	\$ 5,000					CDD	DONE. Consolidation Ordinance to Council 1/8/24
			ModifY and Add the E ¹⁰ ene Stormwater Manual	\$ 40,000					CDD	
			Implement TMDC: Develop Erosion and Sediment Control Manual	\$ 30,000					CDD	TMDC accepted 12/28/23; Need Control Manual before next 5-year plan
			Staff grant writing training	\$ 1,000					CDD	DONE. CDD & MA took grant writing classes
			Elmira-Veneta Multi-Use Path	\$ 60,000					PWD/CDD	County searching for funding; preparing for City donation of land
			Park Concept design for Blek's Mill, Oakley Estates, and Applegate Landing & PROS Master Plan update	\$ 50,000					CDD	Depends on when land is dedicated
			Wastewater Treatment Plant Improvements	\$ 160,000					PWD	Wastewater Master Plan multi-year project
			Design	\$ 1,114,000					PWD	Acquire wetland mitigation credits & begin design
			Lot 602 - Prepare Site for Development	\$ 65,000					CDD/PWD	Fill to achieve above Base Flood Elevation, install gate, topo map
			Sewer Infiltration and Inflow Inspection	\$ 60,000					PWD	Annual
Public Works	Public Works	Public Works	East Veneta lift station pre-design & land acquisition	\$ 200,000					PWD	City pursuing land/ROW acquisition
			PW Yard Expansion concept design	\$ 30,000					PWD	Eval PW Yard needs and impact on road ROW to Jameson Way
			ADA-Compliant Sidewalks over Territorial Crossing	\$ 15,000					PWD	Contingent on Railroad permission
			E. Hunter Road Sidewalk and Stormwater Upgrade	\$ 25,000					PWD	Contingent on funding
			Public Works-Office Roof replacement	\$ 40,000					PWD	Contingent on funding
			Hwy 126 and 8th Street intersection safety improvement	\$ 3,000					PWD	Replace metal roof
			Secure Future Site of New Water Reservoir	\$ 150,000					PWD	DONE. EPUD added another light
			Update GIS mapping with asset management data	\$ 2,000					PWD	Opportunistic when area develops access roads
			Distribution Pump purchase	\$ 8,000					PWD	Ongoing
			Public Works Yard Lot Crack and Sand Seal Project	\$ 14,000					PWD	DONE. Replace 40-year old pump

 Vcare	 VenetaWorks Sustainable Entrepreneurship	Community Health	Unhoused Initiatives	Design vehicular access to Lot 400 for sanitation and safety	\$ 30,000						CDD	Developing options for vehicular access
			Mobile Crisis Response program (Lane County funds)	Portable potty	\$ 2,000						PWD	Assume Bucks contract for Lot 602 site
			National Night Out		\$ 400,000						MA	Funding pulled; Monitor County for program rollout
		Public Safety	Accela Software Upgrade for Planning and Code Enforcement		\$ 5,000						CDD	
			Continue Cat Spay and Neuter Program		\$ 5,600						OSS III	
			Explore Active Code Enforcement Policy	Engage Community / Dept. Workload Analysis / Cost-Benefit	\$ 5,000						MA	DONE. Report to Council 1/22/24 Work sessions 2/26 & 3/25
		Disaster Preparedness	Abandoned Vehicle Disposal Abatement	Implementation (potential new position)	\$ 10,000						CDD / OSS III	Staff pro-actively and systematically engage
			Coordinate Update of Natural Hazard Mitigation Plan with Lane County	Update							OSS III	Pay for disposing of abandoned vehicles
			Continue Staff Disaster Preparedness Training		\$ 5,000						MA	DONE. Council adopted update Res # 1399 Nov 2023
			Update Emergency Operating Plan with Lane Fire Authority		\$ -						MA	Em. Prep. Team formed; ICS 100 trainings done; 700 pend.
			Implement Wildfire Mitigation Program		\$ 15,000						MA	Lane County grant will pay
											MA	Annual
 EPA	 EPA	Economic Development	5-Year Strategy Initiatives	Veneta Economic Identity Study (BR&E Outcome)	\$ 35,000						MA	Implement deliverables from consultant
				Vibrant Veneta: Sculpture, Murals, Banners	\$ 15,000						MA	New mural on W. Broadway; Res # 1344 Vibrant Veneta Program
				Business Grants Program	\$ 50,000						MA	Annual program
				126 Gateway (URA Proj.: Terr. Hwy Impts, Hwy 126 to Hunter)	\$ 30,000						MA	
				Redevelopment Toolkit (URA)	\$ 90,000						MA	Annual program
		VenetaWorks	VenetaWorks	RAIN Catalysts	\$ 20,000						MA	
				Placemaking / Livability Grant	\$ 10,000						MA	Support "In the Park" programs, Veneta Haunts, etc.
				Reinventing Rural							MA	DONE. Programming ended with ROI funding
				W. Broadway ("Attic") Sale and Redevelopment (URA Funds)	\$ 250,000						MA	Deed to be recorded August 2024; 2-year matching grant program starts
				Federal Outreach to Fund Hwy 126	\$ 3,000						CA	
		Administration	Administration	Miscellaneous Fiber (URA & ARPA Funded)	Broadband System Survey and Capital Improvement Plan	\$ 700,000					PWD/CA	Re-direct ARPA funds to Wastewater Treatment Plant project
				Acquiring SVDP Lot on Broadway	Build 1.75 miles to connect LCOG fiber to Zayo fiber	\$ 100,000					PWD/CA	Engaged LCOG to manage project
				Commercial Development Incentive Program		\$ 462,000					CA/MA	Researching funding options for development
				City Management Intern		\$ 50,000					MA	Annual program
				New 5-Year Economic Development Strategy		\$ 23,500					MA	Annual program
		Communications	Communications	Develop expanded Newsletter content		\$ 5,400					CT	Annual
				Surveys		\$ 2,000					CT	Annual
				Develop Citizens' Budget Report		\$ 4,200					CT	
				Council Video Summaries		\$ 8,000					CT	Started Aug 2023
				Town Hall event		\$ 2,500					CA	Planning for Q2 event with Budget
		Finance	Finance	Public Outreach		\$ 600					CT	Boosting Facebook posts & Visions of Veneta photo contest
				Issue Auditor RFP		\$ 50,000					FD	DONE. Contract signed June 2024
				Caselle & Financial software optimization		\$ 15,000					FD	
		Human Resources	Human Resources	Compensation Study		\$ 30,000					CA	DONE. Delivered to Council 3/25/24
		Information Technology	Information Technology	Cybersecurity - Server resiliency		\$ 10,000					AH/LCOG	DONE. Server partitioned and backed up local and in cloud
				City Fiber Campus (connect work facilities; servers to DFN)		\$ 15,000					AH/LCOG	Pending Wastewater Treatment Plant connection
				Laptop Rotation (2 laptops/year)		\$ 6,000					AH/LCOG	
				Tablets for Public Works		\$ 6,000					AH/LCOG	Pending Caselle module implementation
				WIFI at Parks		\$ 4,000					AH/LCOG	
		General	General	LCOG Agreement Update or Renewal							CA	
				City Hall expansion concept design		\$ 15,000					MA/CA	Pursuing seismic analysis grant
				Spectrum/Charter Communications Franchise Renegotiation							CA	
				CenturyLink Franchise Renegotiation							CA	
				Lane Electric Franchise Renegotiation							CR	
		General	General	Improve Public Records Archive System (Laserfiche software)							PWD	DONE. Laserfiche file structure design in progress
				City Hall Parking Lot Crack and Seal Project		\$ 4,000					STAFF	
				Legal		\$ 40,000					STAFF	Annual

Communications Team (CT): Administration Supervisor, City Administrator, Management Analyst

Summary of Assumptions & Objectives

The development of any budget requires the use of estimates. Estimates prove to be much more useful when a framework of assumptions and objectives are used. The most influential assumptions used in the development of the City's 2024-2025 fiscal budget are listed below.

- Target the minimum unappropriated fund balance in the operating funds with Personnel Services equal to four months of operating expenditures
- Target the minimum contingency in the operating funds equal to three months of operating expenditures
- Target a maximum of 50% of City property taxes allocated to the Law Enforcement Fund to support the City's agreement with the Lane County Sheriff's Office for policing services. Re-allocate remaining property taxes first to the Debt Service Fund, Parks and Recreation Fund, then the General Fund
- Budget a 4.21% cost-of-living increase for regular, full-time City employees, conditional on City Council approval. Budget for a \$0.50 Oregon Minimum Wage increase to \$14.70 for seasonal staff (largely pool staff).
- Medical insurance premiums will increase 9.5%
- Budget for a new Utility Worker I position and a new part-time Office Support Specialist II – Bookkeeping position.
- Budget American Rescue Plan Act (ARPA) funds for the wastewater treatment plant expansion.
- Budget Veneta Urban Renewal Agency funds transferring to the City for the Bolton Hill Sports Complex project, the W. Broadway ("The Attic") redevelopment project, the St. Vincent de Paul W. Broadway block acquisition, and economic development initiatives.
- Fund the Redevelopment Toolkit from the Veneta Urban Renewal Agency General Fund
- The following rate increases would be approved:
 - 3% for water fees effective January 2025;
 - 2% for sewer fees effective January 2025; and
 - no rate increases for stormwater fees.
- The taxable values of taxable property will increase by no more than 3.0%, the uncollectible rate will be 4.3% and compression will not exceed \$1,919.
- No commercial construction will occur and two residential developments—approximately 30 single family residences—will be built
- For the Veneta Urban Renewal Agency, continue to budget a line-of-credit loan to fund program expenses in advance of receiving property tax revenues later in the fiscal year. Also continue to promptly re-pay the loan with unappropriated ending fund balance from the URA's Debt Service Fund.

Consolidated Budget Table

FUNDS BY TYPE	BEGINNING FUND BALANCE	TOTAL NEW REVENUE	TOTAL RESOURCES (Beginning Fund Balance + New Revenue)	TOTAL EXPENDITURES	ENDING FUND BALANCE	TOTAL REQUIREMENTS (Expenditures + Ending Fund Balance)
	PROJECTED FUND BALANCE @ 7-1-2024				PROJECTED FUND BALANCE @ 6-30-2025	
GENERAL FUND:						
General Fund	1,993,100	1,540,000	3,533,100	3,038,000	495,100	3,533,100
SPECIAL REVENUE FUNDS:						
Law Enforcement	498,100	1,195,800	1,693,900	1,297,656	396,244	1,693,900
Parks & Recreation	825,100	2,585,671	3,410,771	3,189,050	221,721	3,410,771
Parks & Recreation SDC	281,800	149,600	431,400	411,300	20,100	431,400
Planning	223,500	258,500	482,000	372,000	110,000	482,000
Streets	2,468,200	898,400	3,366,600	588,300	2,778,300	3,366,600
Streets SDC	988,238	131,000	1,119,238	82,500	1,036,738	1,119,238
Stormwater	292,900	81,500	374,400	213,300	161,100	374,400
Stormwater SDC	95,331	9,000	104,331	-	104,331	104,331
Building Inspection Program	295,900	159,900	455,800	162,100	293,700	455,800
Governmental SDC	-	-	-	-	-	-
Zumwalt	89,600	120,200	209,800	167,800	42,000	209,800
Business Assistance	134,000	3,100	137,100	51,000	86,100	137,100
Local Improvement	287,800	9,100	296,900	18,800	278,100	296,900
ENTERPRISE FUNDS:						
Water	3,802,500	1,227,700	5,030,200	1,888,900	3,141,300	5,030,200
Sewer	4,441,900	2,503,200	6,945,100	6,684,700	260,400	6,945,100
Water SDC	128,500	127,700	256,200	215,700	40,500	256,200
Sewer SDC	667,600	143,800	811,400	656,375	155,025	811,400
DEBT SERVICE FUND:						
Debt Service	228,562	102,980	331,542	93,380	238,162	331,542
RESERVE FUNDS:						
PW Equipment	92,800	22,700	115,500	-	115,500	115,500
Reserve - Governmental	195,300	3,800	199,100	-	199,100	199,100
Reserve -Enterprise	224,000	4,704,700	4,928,700	-	4,928,700	4,928,700
		-				
ADOPTED TOTALS	\$ 18,254,731	\$ 15,978,351	\$ 34,233,082	\$ 19,130,861	\$ 15,102,221	\$ 34,233,082

Major Changes to Revenues and Expenditures

General Fund

- The City received a \$50,000 Community Development Block Grant ("Grant Award") for a sidewalk cover at the Love Project food bank. We expect that project to begin in the 2024-2025 fiscal year ("Fern Ridge Capital Outlay").
- Transfer of \$662,000 from the Urban Renewal Agency are for funding a \$250,000 matching reimbursement grant for development of The Attic property on W. Broadway, and the purchase of the St. Vincent de Paul downtown block--3 lots--on W. Broadway (\$412,000)
- Administration Capital Outlay includes: New chairs for the Council room to fit the new tables (\$5,200) and \$30,000 for potential City Hall expansion design
- Communication initiatives (\$34,700) under "Public Relations" include: New website annual cost (\$10,500), video summaries of City Council actions (\$8,000), expanded newsletter (\$5,400), and resident surveys (\$2,000) among other administrative costs. National Night Out event is in Public Safety Materials & Services (\$800).
- Staff requested moving the Municipal Court Department from the General Fund to the Law Enforcement Fund. This would consolidate costs related to enforcement actions in one fund.
- Proposed \$75,000 Economic Development initiatives include: Vibrant Veneta arts grants, RAIN contract, 5-Year Strategic Plan, Administrative costs, and a commercial development Transportation SDC grant (\$50,000).
- Economic Development Material Services includes \$35,000 for delivering an economic identity project identified in Business Retention & Expansion Study.
- Economic Development Capital Outlay includes \$100,000 of restricted ARPA funding for the City's Middle Mile Broadband project and acquisition of the St. Vincent de Paul downtown block for commercial development.
- There is no request to transfer funds from the General Fund to the Building Inspection Fund because the Building Inspection Fund is currently able to self-fund based on development activity.
- Transferring \$914,000 in ARPA funds to the Seer Fund to help pay from multi-million-dollar wastewater treatment plant expansion and buy-down the sewer rates impact of that project.

Law Enforcement Fund

- Public Safety Fee revenue reflects an increase from \$4/month to \$6/month effective July 1st.
- The primary expenditure is the Lane County Sheriff's Office contract (\$1,079,656). The City's code enforcement activities moved last year from the General Fund to the Law Enforcement Fund to gather the City's public safety efforts in one fund. This year Staff requests moving municipal court activities from the General Fund to the Law Enforcement Fund for the same reason.
- The Staff Requested Personnel Services Full-Time Equivalent (FTE) count increases by 0.05 FTE which reflects adding 0.47 FTE for the transferred Court Department and subtracting 0.42 FTE for postponing hiring a new employee for code enforcement until staff can evaluate the workload need as Staff implements a proactive enforcement program at the City Council's direction.
- Ordinance Enforcement Services (\$18,800) is higher than average to support abatement expenses that may be more frequent with a proactive code enforcement effort

Parks and Recreation Fund

- Beginning Fund Balance increased \$93,500 to reflect reallocation of Parks Department capital outlay for Dog Park, Pickleball Courts, and Paths & Trails Plan to the Parks SDC Fund.

- Funds transferring into the Park and Recreation Fund from the Zumwalt Campground Fund would increase from \$22,500 to \$45,000 to help fund projects.
- Grant Awards of 175,000 includes anticipated Oregon Parks & Recreation Department (OPRD) funding for the off-leash dog park (\$100,000), and \$75,000 awarded OPRD grant for the pickleball courts.
- Transfers from the Urban Renewal Agency (\$1,730,000) is for Bolton Hill Sports Complex Phase I.
- City Council directed Staff to provide the Park Board \$5,000 ("Park Board Events & Activities") to support park programming
- Park Capital Outlay "Facilities Expansion" (\$2,416,000) includes \$1,730,000 for the Bolton Hill Sports Complex, pickleball court project (\$450,000), and split funding (\$225,000 assuming an anticipated \$100,000 OPRD grant) with the Capital Construction-Parks SDC Fund for off-leash dog park construction
- Requested Contingency is $\frac{1}{4}^{\text{th}}$ (1 month) of maximum 4 months funding allowed under policy (not to exceed 4 months of Personnel Services and Materials & Services) to put funds into play for dog park and pickleball.

Water Fund

- Rate revenue assumes a rate analysis recommended 3% increase effective in January 2025.
- " Capital Outlay, System Expansion \$150,000 is for acquiring land for a new 2-million-gallon water reservoir in the southwest quadrant of the city.
- Capital Outlay System Improvement includes \$30,000 for designing a re-alignment of the Public Works Yard on E. Broadway to optimize scarce space and plan for how E. Broadway will connect through to new housing to the East
- There is also \$170,000 for an opportunistic project from the Water System Master Plan to extend the water main at Luther Lane under OR 126 for service redundancy and water quality.

Sewer Fund

- Rate revenue assumes a rate analysis recommended 2% increase effective in January 2025.
- System Improvement of $\frac{3}{4}^{\text{th}}$ shared cost with Stormwater Fund for two properties jointly purchased for Jack Kelley Sewer Lift station project in 2019:
 - Lot 602 costs for pre-development and Lot 400 for access design. The update will address prospective developer concerns about floodplain and base flood elevation in the vicinity to help the City surplus the property for commercial development.
 - Lot 400 costs pay for engineering work related to gaining vehicular access to the City's Lot 400 where local unhoused may sleep.
- System Improvements of \$1,006,300 includes \$914,000 of federal ARPA money applied towards Wastewater Treatment Plant Expansion costs.
- Contingency adjusted down (\$14,200) to meet Ending Fund Balance policy of 4 months Personnel and Materials & Services costs.
- Transfer of \$4,700,000 to Reserve Fund-Enterprise would identify funds for the impending wastewater treatment plant expansion

Street Fund

- Transfer from Urban Renewal Agency of \$30,000 is for Highway 126 Intersection- Gateway Beautification at Capital Outlay, System Improvements
- Proposed \$60,000 for Other Professional Services is the City's fund match for the Elmira-Veneta Multi-Use Path project in partnership with Lane County

- Proposed System Upgrade of \$12,500 is for getting the \$3+ million project ready for bid if funding comes available for the E. Hunter upgrade project from Territorial to Crystal adding stormwater infrastructure, sidewalks, and bike path.
- Transfer of \$4,100 to Reserve-Governmental is State-designated for bike/ped projects when they arise.

Stormwater Fund

- Other Professional Services of \$70,000 is for Modify and Adopt the Eugene Stormwater Manual to replace the Portland Stormwater Manual currently used by the City (\$40,000); and \$30,000 to develop an Erosion and Sediment Control Manual for all construction within the city as part of the TMDL Implementation Plan
- Capital Outlay, System Improvements (\$23,800) is for Lot 602 permitting as $\frac{1}{4}$ th shared cost with Sewer Fund of property jointly purchased for Jack Kelley Sewer Lift station project in 2019. The work will address prospective developer concerns about floodplain and base flood elevation in the vicinity to help the City surplus the property for commercial development.
- Same cost split for Lot 400 across 8th Street from Lot 602. Project on Lot 400 is would pay for engineering work related to gaining vehicular access to the Lot 400 where local unhoused may sleep.

Building Inspection Program

- Proposed \$110,900 is the shared cost (20%) of a building services department staffed by Cottage Grove with costs split between Cottage Grove, Veneta, Creswell, and Coburg based on construction and renovation activity.
- We expect more construction activities. The Building Inspection Fund is currently self-sufficient with a healthy Ending Fund Balance. Therefore, Staff recommends not transferring funds from the General Fund as has been past practice when the transfer was needed to support the program.

Capital Construction – Sewer SDC Fund

- System Expansion of \$560,000 includes \$360,000 for finalizing a Facilities Plan as required by DEQ and then move to design. \$200,000 is for Eastside Lift Station Location Analysis and potential land acquisition for future wastewater conveyance in west Veneta.

Capital Construction – Parks SDC Fund

- Beginning Fund Balance reduced (\$74,500) to reflect reallocation of Parks Fund Park Department capital outlay expenditures for Dog Park, Pickleball Courts, and Paths & Trails Plan in fiscal year 2023-2024
- Capital Outlay, System Expansion \$411,300 projects include:
 - The purchase of approximately 1 acre of additional parkland adjacent to the existing Oak Island Park in accordance with the Veneta Parks, Recreation and Open Space Master Plan
 - A majority share of the estimated cost (shared with the Park and Recreation Fund) for the new off-leash dog park at Territorial and Brooker Lane.

Capital Construction – Streets

- Capital Outlay, System Expansion total of \$82,500 includes City's match for Elmira Veneta Multi-Use Path project being done by Lane County. Total match is \$55,680 however, in-kind expenses, i.e., land donation and staff time are allowed
- \$10,000 for concept design of future Jeans Road Intersection project; and
- \$12,500 for shared design cost for future East Hunter Road Upgrade project.

Business Assistance Fund

- Proposed funding (\$50,000) is for business grants available under the City's economic development program to encourage business expansions and startups which create or retain job opportunities in Veneta, and add to a vibrant business climate. Eligible businesses & nonprofits may apply to receive a matching grant from the City in an amount not to exceed \$25,000.

Reserve – Sewer

- \$4,700,000 received in transfer from Sewer Fund to earmark funds for Wastewater Treatment Plant expansion

Changes Presented Between the Proposed and Adopted Budget

Staff presented a Requested Budget to the City of Veneta Budget Committee on May 30, 2024. On that same date the Budget Committee adopted an Approved Budget with one amendment related to a grant amount. This request was approved. The Committee also acted to approve imposing a tax levy, specified appropriations, and categorizing the taxes.

For the June 24th Council action to adopt a Fiscal Year 2024-2025 Budget, Staff proposed the following changes to the Approved Budget. The City Council approved these requests:

General Fund

1. Transfer \$914,000 of ARPA funding from the General Fund to the Sewer Fund to mitigate future sewer rate impacts from multi-million-dollar wastewater treatment plant expansion.
2. Subtract \$949,300 from Economic Development Department's capital outlay to reflect both not pursuing the Broadband Equality Project (-\$914,000) and available ARPA funding (\$100,000) for the Middle-Mile Broadband Project.
3. Subtract \$30,000 in General Fund's Public Safety Department to reflect Lot 400 funding change
4. Add \$10,000 to General Fund's Contingency to total \$210,000, fully meeting maximum policy amount after Personnel Services correction
5. Formula correction to Personnel Services:
 - a. Add \$47,600 to the General Fund's Economic Development Department
 - b. Subtract \$20,400 from the General Fund's Public Safety Department

Summed together, these changes result in a net \$28,100 increase in the Estimated Ending Fund Balance (EFB) to \$495,100 that still surpasses the EFB policy of a minimum of 4 months Personnel Services and Materials & Services of \$430,000 for Fiscal Year 2024-2025.

Law Enforcement Fund

1. Add \$856 to the Law Enforcement Fund's Court Department for Personnel Services formula correction, resulting in an \$856 Estimated Ending Fund Balance (EFB) reduction to \$399,144 that still meets the EFB policy of 4 months Personnel Services and Materials & Services, less the Lane County Law Enforcement contract.
2. Add \$2,900 to Code Enforcement Department for formula correction on average annual expense plus additional funds for new spay/neuter program.

Summed together, these two changes result in a net (\$3,756) decrease in the Estimated Ending Fund Balance (EFB) to \$396,244 that still surpasses the EFB policy of minimum of 4 months Personnel Services and Materials & Services of \$70,000 for Fiscal Year 2024-2025, excluding the Lane County Sheriff's Office contract cost.

Park Fund

1. Increase the Park Fund's Beginning Fund Balance \$93,500 to \$825,100 based on prior year's estimated ending fund balance.

2. Add \$107,500 to the Park Fund's Park Department's Pickleball cost estimate based on bid responses.
3. Subtract \$133,700 from the Park Fund's Park Department Dog Park shared cost estimate based on bid responses.
4. Add \$12,000 to the Park Fund's Pool Department to restore full funding in light of lowered Dog Park project cost.

Summed together, these changes result in a net \$107,700 increase in the Estimated Ending Fund Balance (EFB) to \$221,721 that still surpasses the EFB policy of a minimum of 4 months Personnel Services and Materials & Services of \$220,000 for Fiscal Year 2024-2025.

Parks SDC Fund

1. Reduce the Beginning Fund Balance (\$74,500) to reflect capital outlay expenditures for the Dog Park, Pickleball Courts, and Paths & Trails Plan reallocated from the Parks Fund.
2. Subtract (\$93,700) from Park SDC capital outlay's share of a lower Dog Park cost estimate based on bid responses.

These two changes increase the Estimated Ending Fund Balance by \$19,200 to \$20,100.

Planning Fund

1. Add \$1,600 to Planning Department Wages to restore full estimated cost.
2. Subtract \$1,600 from Contingency to meet Estimated Ending Fund Balance of \$110,000 per policy for 4 months of Personnel Services and Materials & Services.

Stormwater Fund

1. Add \$7,500 to the Stormwater Fund Department's Capital Outlay for $\frac{1}{4}$ share of Lot 400 access project cost.

This change results in a net (\$7,500) decrease in the Estimated Ending Fund Balance (EFB) to \$161,100 that still surpasses the EFB policy of a minimum of 4 months Personnel Services and Materials & Services of \$40,000 for Fiscal Year 2024-2025.

Sewer Fund

1. Add \$914,000 transfer of ARPA funds from General Fund.
2. Add \$34,500 to the Sewer Funds Department's Capital Outlay for $\frac{3}{4}$ share of Lot 400 access cost, Lot 602 pre-development cost, and 30% of Public Works Yard Pre-design cost.
3. Add \$914,000 to the Sewer Funds Department's Capital Outlay for use of ARPA funds on wastewater treatment plant expansion project.
4. Subtract \$14,000 from Contingency leaving \$96,000. This meets the Estimated Ending Fund Balance policy of at least \$260,000 for 4 months of Personnel Services and Materials & Services.

These changes result in a net (\$20,500) decrease in the Estimated Ending Fund Balance.

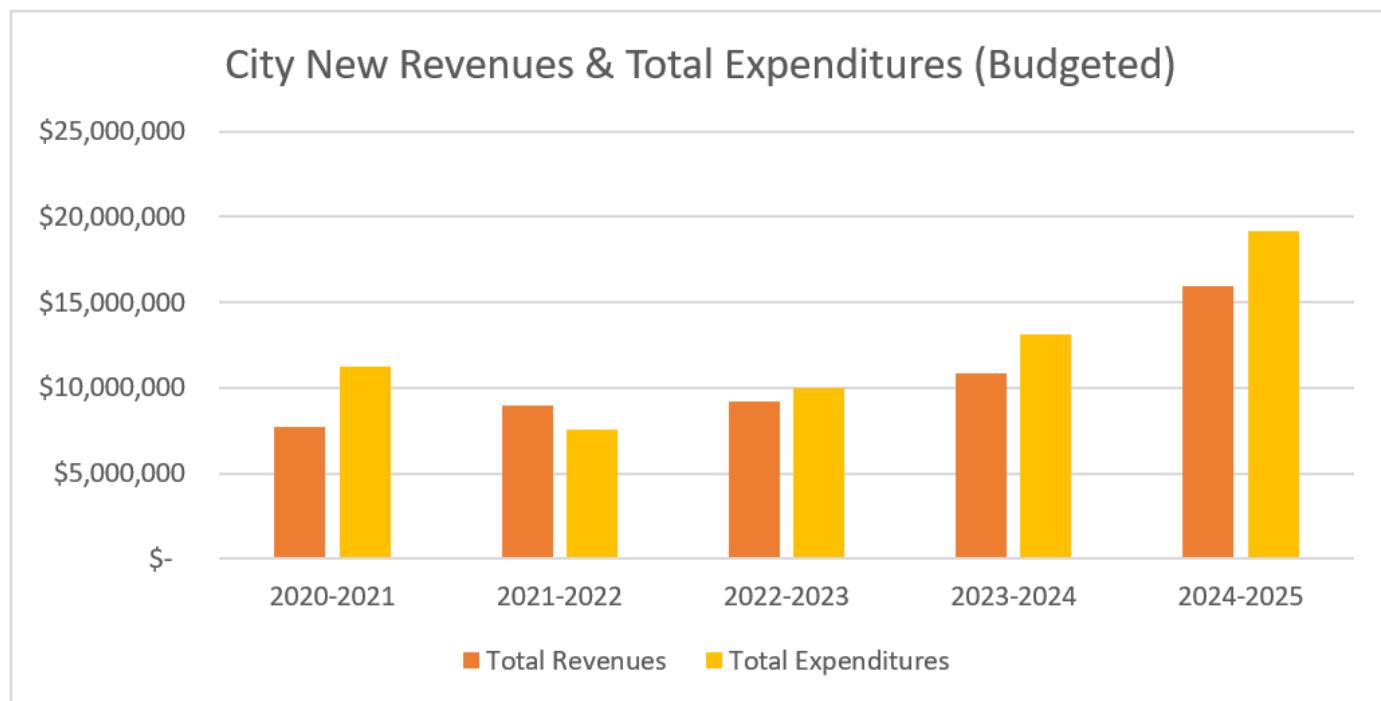
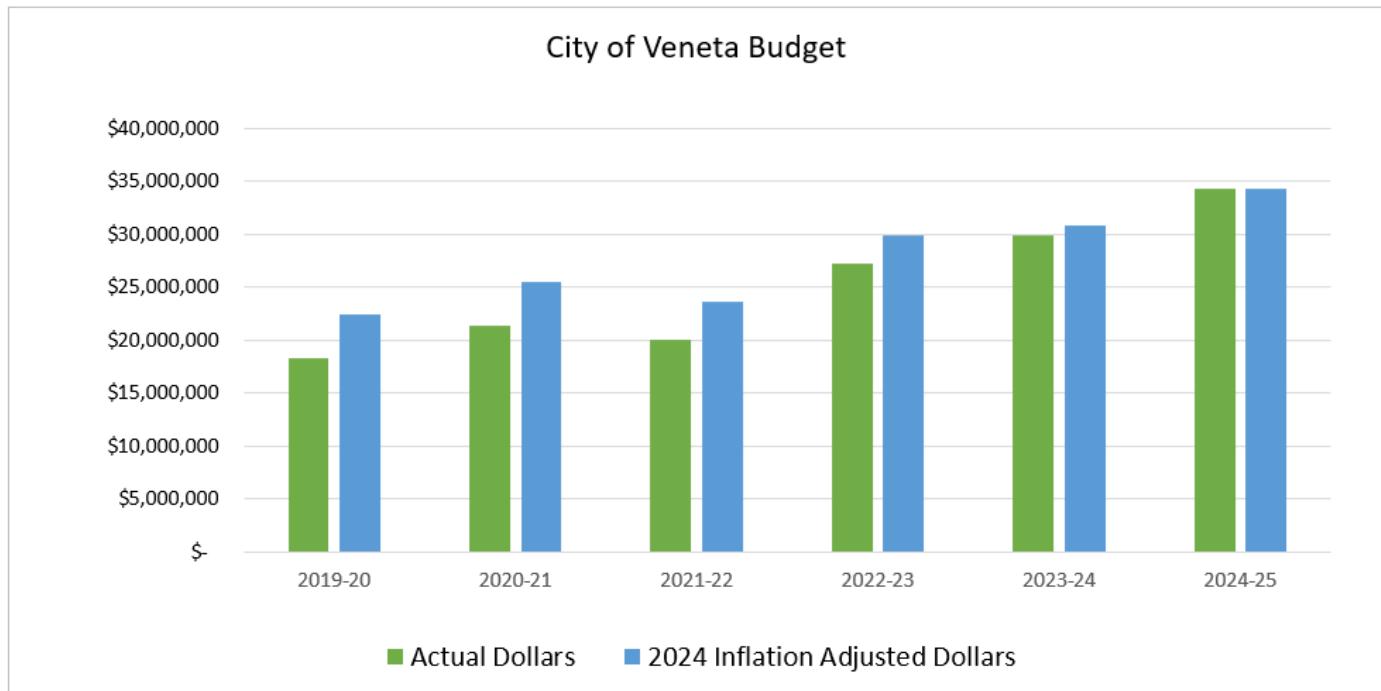
SUMMARY

Summing these proposed changes affected the Budget Committee's Approved Budget by:

- Increasing the Beginning Fund Balance by \$19,000
- Increasing Total New Revenue by \$914,000
- Increasing Total Expenditures by 809,556

This has the effect of totaling an Estimated Ending Fund Balance that is \$123,444 higher at \$15,102,221. The total budget amount would be \$933,000 higher at \$34,233,082.

Summary of Budgetary Trends



Summary of Significant Budget Items \$50,000 and more

PROJECTS	GOALS / PLAN	BUDGET	FUND SOURCE
Attic Improvements		\$ 250,000	General Fund via URA Transfer
Five-Year Plan Economic Development Implementation		\$ 75,000	General - Economic Development
Commercial Development Incentive Program		\$ 50,000	General - Economic Development
Acquiring SVDP Lots on Broadway		\$ 462,000	General Fund via URA Transfer
Bolton Field Sports Complex Design & Phase1		\$ 1,700,000	Park Fund via URA Transfer
Oak Island Parkland Acquisition		\$ 125,000	Park SDC Fund
Off-Leash Dog Park Construction		\$ 632,500	Park Fund & Park SDC Fund
Pickleball Courts Construction		\$ 517,500	Park
Reservoir Land Acquisition	Water System Master Plan	\$ 150,000	Capital Const. - Water
Luther Lane Waterline Extension	Water System Master Plan	\$ 170,000	Water
Sewer Infiltration and Inflow Inspection	Not under work plan, but beneficial to City operations	\$ 60,000	Sewer
Eastside Lift Station Location Analysis	Wastewater System Master Plan	\$ 200,000	Sewer SDC
Lot 602 - Prepare Site for Development		\$ 65,000	Sewer (3/4); Stormwater (1/4)
WWTP Facility Plan	Wastewater System Master Plan	\$ 1,274,000	Sewer SDC & Sewer (ARPA)
Elmira-Veneta Multi-Use Path	Transportation System Plan	\$ 60,000	Street SDC
Redevelopment Toolkit		\$ 90,000	Urban Renewal Agency



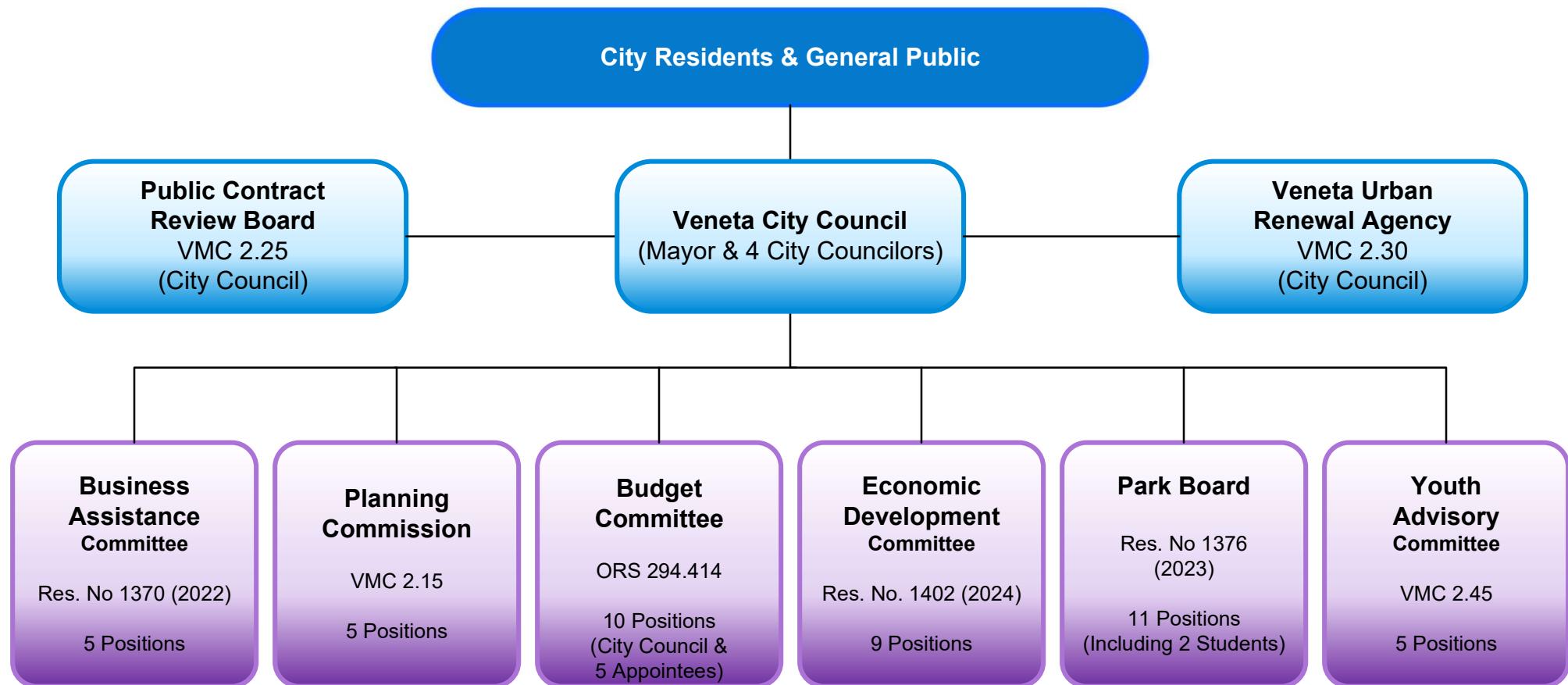
Section 2

Committees Organization Chart
Council & Staff Organization Chart
City Overview

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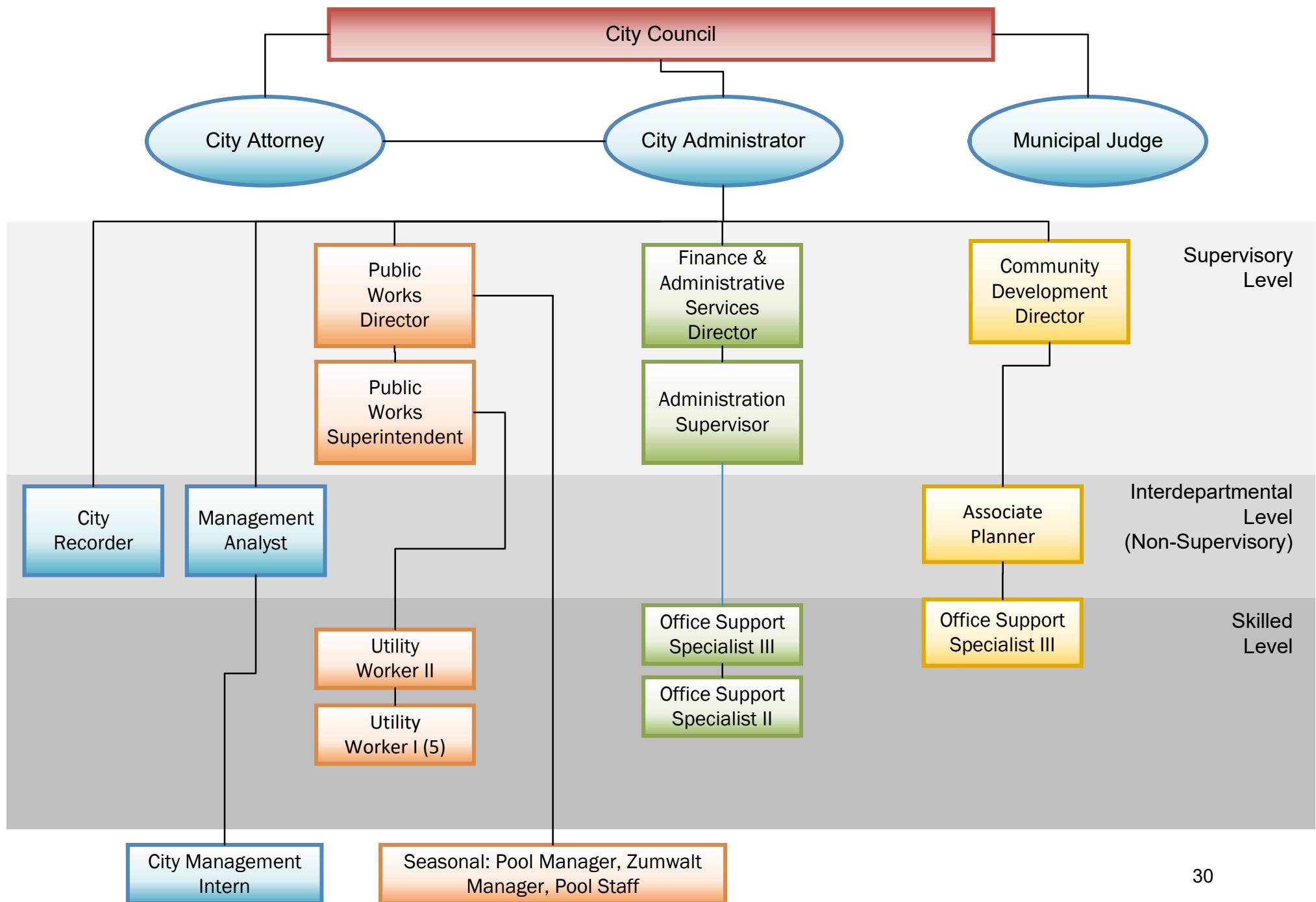
City of Veneta

Organization Chart - Boards and Committees



City of Veneta

Organization Chart – Council and Staff



City Overview

VENETA'S SETTING

The City of Veneta is located in the midst of and makes up a 2.57 square mile portion of a large rural, recreation-oriented, and forested area. Natural features around it include Fern Ridge Reservoir, the Coastal Mountain Range to the west and Cascade Mountain Range to the east. These surroundings boast forests, wetlands, and agricultural operations, including several award-winning wineries. From the East, Veneta is accessible by Highway 126 - connecting the City to urban Eugene and coastal Florence. Its Northern and Southern neighbors of Elmira, Crow, and Lorane are accessible by Territorial Highway.

Veneta is a rural City whose populace enjoys the various natural features and recreational opportunities the City and surrounding area offer. Recreational opportunities include bird watching, water skiing, camping, hiking, cycling, kayaking, fishing, and sailing. Parents and families are able to send their kids to school locally with the options available from Fern Ridge School District, which operates Veneta Elementary School, Elmira Elementary School, Fern Ridge Middle School and Elmira High School. The University of Oregon and Lane Community College, in Eugene, are an easy commute of 25 minutes.

There is one health clinic located just outside of Veneta City limits. Veneta's proximity to Eugene, Oregon also means that residents have the advantage of accessing services (such as larger hospitals and social care) without living in a large metropolitan area.

Communities similar to Veneta include Philomath, Creswell, and North Plains, Oregon.

VENETA'S INCORPORATION

The town was platted in 1912 by Edmund Hunter. It was named "Veneta" by Charles Dunham, Hunter's business partner, after Hunter's youngest daughter. The two men foresaw growth and prosperity for the City, situated on the railroad being constructed from Eugene to the coast. Set in verdant forest, the City was logged into existence by William Curtis and George Mock. As the city was started, anyone who started a business and took a chance on Veneta was given 3 lots by Hunter and Dunham.

In the late 1940s, the Veneta Improvement Association (VIA) was formed to coordinate community volunteer efforts to build a gym at Veneta Elementary School. The VIA became the main sponsor for incorporation, seeing an opportunity to improve utility services and bring organization to the City. The original vote to incorporate in September 1961 failed in a tie, 147-147, after two "for" votes were ruled invalid. Six months later, on March 28, 1962, the VIA's efforts were successful and the City voted to incorporate by a vote of 211 to 168. Veneta was the tenth City to incorporate in Lane County. Its first City Council was made up of 5 men: Wayne Elliot, John William "Bill" Smigley, H.R. Oglesby, Richard "Dick" Gutman, and Veneta's first Mayor – Ralph Johnson, the VIA president and one of the main agitators for Veneta's incorporation.

DEMOGRAPHICS

Veneta's population for 2020 was estimated to be 5,214, according to the last official census in 2020. Its median age is 45.3 years. This same information for Lane County and Oregon is in the chart below. The median household income and median owner-occupied home values for all three entities are also included in the chart.

Census Data

Entity	Population: 2010 Census	Population: 2020 Census	% of Change	Median Age	Median Household Income	Median Home Value
Veneta	4,561	5,214	14.32%	45.3	\$ 58,825	\$ 350,000
Lane County	351,715	383,189	8.95%	40.7	\$ 64,069	\$ 399,950
State of Oregon	3,831,074	4,246,155	10.83%	40.5	\$ 75,657	\$ 402,820

Sources: United States Census Bureau

GOVERNMENTAL STRUCTURE

Veneta operates under a Council-City Administrator form of government. The Council sets policies and the City Administrator is responsible for their implementation and day-to-day business operations. The City Council is composed of five members: four councilors and a mayor, all elected to four-year terms. The Council meets on the second and fourth Mondays of the month. Neither the Mayor nor the Councilors receive any compensation for serving on the Council; however, travel and/or training expenses are reimbursed and budgeted accordingly.

The City also has a Planning Commission, a Park Board, an Economic Development Committee, and a Budget Committee that is comprised of the Mayor, the four Councilors and five citizen members.

SERVICES AND FACILITIES

The City currently provides water, sewer, park, planning, street maintenance, permitting, stormwater, animal control, and contracted law enforcement services. The City also owns the following facilities:

1. An outdoor sports field, operated by a non-profit organization, that is host to many children's soccer, T-ball and softball games and tournaments;
2. A community center that is available for citizens to rent for large gatherings;
3. The Fern Ridge Service Center. The center is operated by a non-profit organization that provides many services and programs for the citizens of Veneta; and
4. An Administrative Center which hosts the City's main offices and Council Chambers.
5. Other public facilities inside the City include a fire station, library, Department of Forestry facility, and post office.

Private businesses in or close to Veneta provide most of the non-governmental amenities needed by its citizens. The Lane Transit District provides regular public bus services as well as a park and ride facility. Due to a strong and active volunteer base there are several non-profit organizations that operate within the City that provide financial assistance, clothing, food, and household goods to City residents. Lane Council of Governments also operates programs for senior citizens, including Meals on Wheels from the City's Fern Ridge Service Center.

VENETA'S VISIONS

In the early years the mission of the City was to maintain its attractiveness as a residential center while improving the service and retail sectors. Much of the initial efforts and funding were focused on building infrastructure. Construction of the first water system started in 1967. The first sewer system was completed in 1972 and the wastewater treatment plant was completed in 1979. During the 1960s-1980s, the City:

1. Created and paved numerous streets;
2. Developed parks;
3. Secured law enforcement;
4. Constructed City Hall; and,
5. Approved plans for the future.

There was also lots of activity in the private sector during this time with homes being built and businesses developing at a rapid pace.

The City's Comprehensive Plan, last amended in 2022, includes the following goal statements. These statements provide the main parameters for Veneta's past and current planning process:

1. Maintain community identity and recognize that Veneta is a community located in an appealing rural setting, in close proximity to the Eugene/Springfield Metropolitan Area and Fern Ridge Reservoir.
2. Maintain Veneta as an attractive residential community while improving the service and retail sector and developing a commercial and light industrial employment base for the entire Fern Ridge area.
3. Plan for a healthy community which is able to provide for a majority of its basic needs.
4. Provide adequate public utilities and services to guide and direct development in the City.

With those goals in mind, the City started to work on both the water and sewer systems. By the end of 2003 the expansion and improvements to the wastewater plant were completed. The City finished expanding the water system in 2005. Completing these infrastructure projects allowed the City to focus on development and building an attractive place to live.

During the period between 2005 and 2011 the City focused on quality of life projects including:

1. Doubling the size of Fern Park;
2. Acquiring and improving Territorial Park and the Bolton Hill Sports Complex;
3. Constructing a new swimming pool and pool building; and,
4. Facilitating the construction of a park and ride and significant improvements to W. Broadway.

By the end of 2013, the City also completed a 10-mile pipeline from Veneta to Eugene to enable the City to purchase water from the Eugene Water and Electric Board (EWEB) and built the Fern Ridge Service Center (FRSC) to house the assistance programs operated by numerous non- profit organizations in the area.

ECONOMIC DEVELOPMENT

The driving forces behind trying to attract businesses to Veneta are developing an employment base within the City and expanding the City's tax base. Efforts to attract businesses to the downtown area have been and continue to be somewhat hindered by the fact that Veneta is so young and that a typical downtown has not been established. Further, the placement of Highway 126 discourages traffic to downtown in favor of a direct route to Eugene or the Coast.

In 1984, a new shopping center was built on the North side of Highway 126. This center ultimately shifted most of the commercial activity away from downtown. However, it greatly increased the employment opportunities for City residents. This was an attractive prospect, as most Veneta residents have to commute away from the City for work.

In 2005, the City pursued a grant to construct a "business park" on Jeans Road. The City invested about \$525,000 constructing full improvements for twelve lots. Despite the designation of a property tax-exempt "Enterprise Zone", the progress of attracting new businesses to the park has been slow. However, three businesses have recently located within or near the business park.

In 2015 the City updated its Economic Opportunities Analysis (EOA) and Economic Plan. From that effort Veneta reinvigorated the dormant Economic Development Committee (EDC) with a focus on assisting small or emerging businesses and on expansion of broadband capacity in Veneta and the surrounding Fern Ridge community.

Since 2017, the City has been building a "culture of entrepreneurship". Through the efforts of the City's economic development staff, Veneta was awarded funding from Business Oregon's Rural Opportunity Initiative program and a Kauffman Grant. The City's ROI programming included:

1. Entrepreneurial Ecosystem development and programing
2. Securing the services of an Oregon RAIN Venture Catalyst
3. Creating the Pop-Up Retail District, launched in the summer 2019
4. Supporting the Veneta-Fern Ridge Chamber of Commerce's Spring Business Showcase
5. Enhancing the services available at the Small Business Assistance Center

All this activity falls under the City's VenetaWorks program, a partnership between Lane County, Oregon RAIN, Eugene RAIN, the Veneta – Fern Ridge Chamber of Commerce, The Lane Small Business Development Center and the University of Oregon.

Additionally, the City has aggressively been pursuing downtown placemaking through its comprehensive grant and incentive packages. The City recently expanded its urban renewal district in hopes of spurring further development by supporting business expansion and new facilities like restaurants, office space, retail storefronts, and more.



Section 3

Budget Committee Members
Budget Process
Budget Timeline

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Budget Committee Citizen Members

POSITION	NAME	TERM END DATE
#1	Clint Case	12/31/25
#2	Rhonda Holcomb	12/31/25
#3	Sarah White	12/31/26
#4	Darlene Harris	12/31/26
#5	Johnathon Boggs	12/31/26

Budget Committee Council Members

POSITION	NAME	TERM END DATE
Mayor	Keith Weiss	12/31/24
Council President	Robbie McCoy	12/31/26
Councilor	Alexa Benson	12/31/26
Councilor	Maureen Wright	12/31/24
Councilor	Pat Coy	12/31/24

Budget Process

The budget process is governed by the City Charter, City Ordinances, and State Budget Laws. The initial tasks such as filling vacancies on the budget committee and setting the date for the first budget committee meeting begin in November. The majority of the budget preparation takes place from January through May. Review and adoption occur in May through June each year.

City department managers are responsible for preparing and submitting information about objectives, personnel changes, proposed projects and purchases, and any changes in daily operations or services within their area of responsibility. This information is reviewed by and discussed with the City Administrator. At the conclusion of the initial reviews and discussions the information is used to create a requested budget.

The requested budget is reviewed by the City Administrator, with Department Managers, and any needed adjustments are made. The end result is the development of a Proposed Budget. The Proposed Budget is submitted to the Budget Committee which consists of the Mayor, City Councilors, and up to five citizen members.

Notice of the first Budget Committee meeting was published in the local newspaper at least twice preceding the meeting. At the first Budget Committee meeting it is typical for the Budget Officer to deliver the Budget Message, after which the public is given a chance to comment or give testimony and a hearing is conducted on the proposed uses of the money the City receives from the State under the revenue sharing program. The budget message explains the proposed budget and any significant changes in the City's financial position. Following the public hearing, the committee begins their review of the budget document. For more information about public involvement, see the "Citizen Involvement Opportunities" section below.

Typically, the Veneta Budget Committee does not hold additional meetings; however, if one is needed the dates are included in the City's Civic Calendar, announced at other public meetings, and appear in the calendar located on the City's website.

When the Budget Committee is satisfied with the budget, including changes, additions to or deletions from the proposed budget, it approves the budget for submission to the City Council. When approving the budget, the Budget Committee also approves, by motion, the amount or rate of ad valorem taxes, the categorization of the taxes, and how it is to be distributed between funds.

After the Budget Committee approves the proposed budget, the City's Budget Officer publishes, in the local newspaper, a financial summary and notice of budget hearing. The hearing is held during a regular City Council meeting (usually the first one in June). The purpose of the public hearing is to receive budget related testimony from citizens and provide an opportunity for citizens to discuss the approved budget with the Mayor and Councilors.

The City Council has the authority to make some changes to the approved budget. The changes allowed include adjusting resources, reducing or eliminating expenditures and/or increasing expenditures on a limited basis. Increases of expenditures over the amounts approved by the Budget Committee are limited to not more than \$5,000 or 10 percent; whichever is greater, in any fund. In no case, however,

may the City Council increase the taxes over the amount approved by the Budget Committee. The City Council then votes on a resolution, which formally adopts the budget, makes appropriations, and levies and categorizes the taxes, no later than June 30.

After adoption the budget document is finalized, it is submitted to the County Clerk and the Department of Assessment and Taxation, distributed to all members of the Budget Committee and City management staff. The document is posted on the City's website www.venetaoregon.gov and a hard copy marked "Public Review" is placed in the lobby of the City's Administrative Center.

Citizen Involvement Opportunities

All meetings of the Budget Committee and City Council are open to the public. Citizens are encouraged to provide comments during any of these meetings during the Public Comment or Public Hearings period of the agenda.

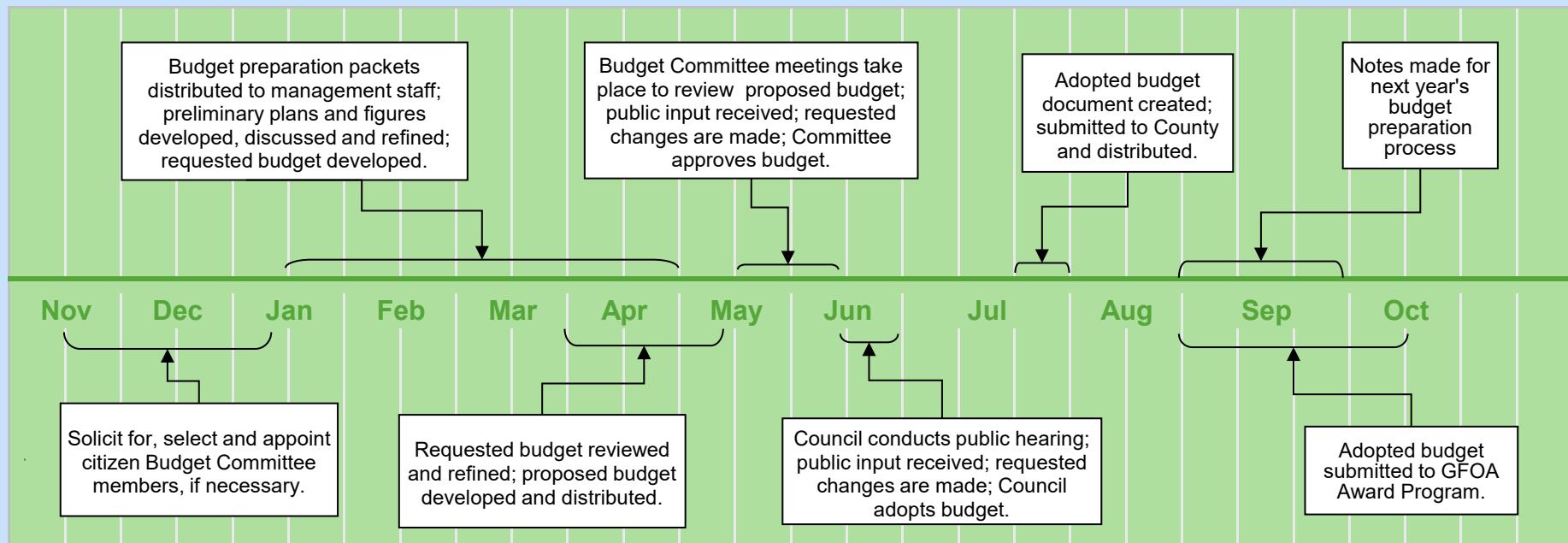
Public comment or testimony may be provided by:

1. Sending a written statement to the Budget Committee or City Council, c/o City of Veneta, 88184 8th Street, P.O. Box 458, Veneta, OR 97487 prior to a committee or council meeting date; or
2. Submitting a digital comment via email to the City Administrator, Matt Michel at mmichel@ci.veneta.or.us, to be presented to the Budget Committee; or
3. Speaking to the Committee or Council at their meetings during public comment opportunities:
 - a. In-person at the meeting (date, time, and location posted on agenda)
 - b. Via telephone (phone number posted on agenda)

Changes After Adoption

Once the governing body has enacted the resolutions to adopt the budget, expenditures may not be made for any purpose in an amount greater than the amount appropriated, except as allowed by ORS (mainly Chapters 294.338, 463, 471, 473, and 478). Changes needed because of emergencies and/or bond proceeds, in most cases, can be made without any formal action. All other changes require formal action in the form of a resolution or a supplemental budget. In some instances, a public hearing also has to be held. The ORS chapters mentioned above provide direction on which formal action is needed depending on the specific situation giving rise to the needed budget change.

THE BUDGET PROCESS TIMELINE





Section 4

Financial Policies
Overview of Funds and Functions
Major and Non-Major Funds
Ending Fund Balances, projected

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Financial Policies

The mission of the Finance and Administrative Services Department is to deliver a high level of customer service and support with integrity, approaching obstacles with an open mind. The purpose of our department is to provide accurate, useful, and timely financial information to support the operations of the City, its customers and staff. We will strive to present financial information and customer service in a clear, concise and professional manner.

All financial tasks, procedures, and transactions of the City are conducted in a manner consistent with all state laws governing budgeting and financial transactions, with Generally Accepted Accounting Principles (GAAP) and Governmental Accounting Standard Board statements (GASB). To this end, the financial policies below are guidelines established by practice, subject to City Council policy direction.

ACCOUNTING AND FISCAL

- The City of Veneta shall establish and maintain its accounting systems in accordance with Generally Accepted Accounting Principles (GAAP) and shall adhere to the principles and standards promulgated by the Government Finance Officers Association (GFOA), Government Accounting Standards Board (GASB) and the Financial Accounting Standards Board (FASB), as applicable. The City shall maintain an accurate and current record of its fixed assets in order to factor its investment in these fixed assets into the fees the City charges for its services.
- The City will comply with the modified cash basis of accounting, GFOA auditing and reporting standards, Oregon state law external audit requirements, and Oregon Revised Statutes relating to municipal finance.
- The City will establish and maintain those funds required by law and sound financial administration. Acknowledging that unnecessary funds result in inflexibility, complexity, and inefficient financial administration, only the minimum number of funds consistent with legal and operating requirements will be established.
- The criteria for establishing a new fund are variable, but include triggers such as:
 - a. Inauguration of a new dedicated revenue stream and a concurrent service;
 - b. The need for increased clarity of financial information;
 - c. The establishment of a new enterprise;
 - d. Covenants embodied in financing agreements, or
 - e. Changes in state law or financial management/accounting standards
- GASB Statement #14 was used to determine that the Urban Renewal Agency is a component unit of the City and, therefore, included in the City's financial statements.
- The City will submit on a timely basis all reports requested by external entities.
- All financial transactions will be entered into the accounting system. Journal entries that are entered manually will be reviewed by the City Administrator or designee prior to final posting.
- Bank reconciliations will be completed and then reviewed by the City Administrator quarterly.

- As a rule, cash receipt batches will be posted (updated) by someone other than the staff member who entered the cash receipt information.
- As a rule, accounts payable invoices will be entered by someone other than the staff member who prints the checks.
- As a rule, payroll entry will be reviewed by someone other than the staff member who enters the payroll hours and pay prior to the printing of checks.
- An external audit will take place every year.
- Quarterly financial reports will be prepared and then shared with the City Administrator.
- Quarterly financial activity and fund balance reports will be prepared and presented to City Council.
- The financial statements and audit report will be completed for each fiscal year and submitted to the State no later than Dec. 31st of the following fiscal year.
- Finance staff will continually work on improving internal controls.
- The City's general-purpose credit card shall be kept in a locked file cabinet and only checked out if there is sufficient approved documentation (i.e. purchase order, registration form). The City's Public Works credit card shall be kept by the Public Works Director in a manner to prevent improper use.
- Good faith deposits associated with bids, proposals, and/or quotes should be received in and deposited into one of the City's bank accounts. All RFP, RFQ, and bid announcements/packets should make that clear and state that the money will be returned via check from the City when conditions are met.
- The City will provide insurance coverage for City volunteers.

BANKING

- Every City check will be signed by two signers.
- Bank deposits will be done twice per week (currently Tuesdays and Fridays).
- Check signers are prohibited from signing City checks made out to themselves.
- Vendors or other payees are required to sign an acknowledgement if they pick up a check in person.

BUDGETING

- The budget is to be prepared in accordance with Oregon local budget law. The budget is to be adopted, by resolution, annually no later than June 30th.
- The City Council shall adopt the budget at the Fund and Program level (i.e. Administration, Public Works, Court, Economic Development, Human Resources, and Public Safety).

- Each fiscal year the City adopts a balanced budget in which total revenues are equal to expenditures
- The City will prepare the budget in a conservative manner by:
 - the use of a contingency fund;
 - rounding up to the nearest \$100 when budgeting expenses;
 - rounding down to the nearest \$100 when budgeting revenues; and
 - targeting a minimum unappropriated fund balance in the operating funds (those funds with Personnel Services)
- To maintain fund integrity, the City will manage each fund as an independent entity in accordance with applicable statutes and with generally accepted accounting principles.
- In the City's effort to strive for excellence, the City of Veneta will make every effort to obtain the Award for Distinguished Budget Presentation from the Government Finance Officers Association (GFOA).

CAPITALIZATION POLICY

- All fixed assets purchased and capital projects completed with a cost of \$5,000 or more and with a useful life of more than two years will be capitalized.
- All fixed assets purchased and constructed for and/or by the City of Veneta will be for the City's own use.
- All depreciation on depreciable capitalized assets will be calculated using the straight-line method. That is, the cost of the asset, less any salvage value, divided by the estimated useful life. For depreciation purposes, the estimated useful lives of capitalized assets shall be as follows:

Water System	50 years
Sewer System	40 years
Buildings and Building Improvements	40 - 50 years
Equipment	10 - 20 years
Vehicles	5 - 10 years
Furniture and Office Equipment	5 years
Computers, Printers, Network and Peripherals	3 years
New Road/Street Base	65 years
New Road/Street Surface	35 years
Street Lights, Curbs, Gutters, and Sidewalks	65 years
Overlay on Existing Road/Street	15 years
Play Structures	10 – 20 years
Land Improvements	25 – 50 years
Appliances	10 years
Swimming Pool	50 years

- Depreciation will be calculated and recorded for $\frac{1}{2}$ a year in the year of acquisition and in the year of disposition (unless the asset is fully depreciated), regardless of exact month of purchase, completion, or disposition. Depreciation will not be calculated for work or construction in progress until it is put into full service or use.

CONTINGENCY

- In any year, circumstances may arise which could not have been reasonably anticipated and which may require a change in the annually adopted budget. There will be one Contingency account established in each operating fund with Personnel Services, and the amount of the Contingency account shall be no more than the sum of four (4) months of budgeted Personnel Services and Admin Supplies & Services (fund account xxx-xxx-51010) expenditures.
- To the extent that the unreserved (unrestricted and Unassigned funds) General Fund balance exceeds the contingency target, the City may draw upon the General Fund Contingency account to provide pay-as-you-go financing for capital projects, for other one-time capital equipment expenditures, transfers to capital reserve funds, or for accelerated debt service.

CONTINUING DISCLOSURE

- Issuers of municipal securities and entities working on their behalf disclose material information to the marketplace such as annual financial information and material event notices. In December 2008, the Securities and Exchange Commission directed the Municipal Securities Rulemaking Board to establish a continuing disclosure service of the MSRB's Electronic Municipal Market Access (EMMA) system effective July 1, 2009. The continuing disclosure service of EMMA collects continuing disclosure documents from the issuer community and makes them available to the public for free through EMMA.
- In conformance with the "Continuing Disclosure Certificate" entered into by the City of Veneta in bond issuances, the City shall comply with Rule 15c2-12 of the Securities Exchange Act of 1934 (Exchange Act). As noted above, these disclosures generally are divided between submissions made to update financial or operating information about the issuer and notices that disclose the occurrence of specific events that may have an impact on the bonds. These disclosures are described below.
- City Responsibility: The Finance Director shall be responsible for adhering to the City's Continuing Disclosure Obligations.
- Debt: The City will borrow only to finance capital assets. The City will not borrow for operating purposes. No bonds will mature more than 30 years from the date of issuance, unless financed by the federal government. No debt will be issued with a life exceeding the estimated useful life of the capital assets being financed. The City will limit bonded debt to 3% or less of total assessed value, as required by ORS 287.004. Repayment sources are identified for every debt prior to issuance.
- Rule 15c2-12 rule requires, for most new offerings of municipal securities, that the following types of information be provided to the MSRB's EMMA system:
 1. Financial or operational information
 - a. Annual financial information concerning issuers or other obligated persons, or other financial information and operating data provided by issuers or other obligated persons
 - b. Audited financial statements for issuers or other obligated persons, if available
 2. Event Notices
 - a. Principal and interest payment delinquencies
 - b. Non-payment related defaults, if material
 - c. Unscheduled draws on debt service reserves reflecting financial difficulties
 - d. Unscheduled draws on credit enhancements reflecting financial difficulties
 - e. Substitution of credit or liquidity providers, or their failure to perform

- f. Adverse tax opinions, Internal Revenue Service (IRS) notices or material events affecting the tax status of the security
- g. Modifications to rights of security holders, if material
- h. Bond calls, if material
- i. Tender offers
- j. Defeasances, release, substitution, or sale of property securing repayment of the securities, if material
- k. Rating changes
- l. Bankruptcy, insolvency, receivership or similar event;
- m. Merger, consolidation, or acquisition, if material; and appointment of a successor or additional trustee, or the change of name of a trustee, if material
- n. Notices of failures to provide annual financial information on or before the date specified in the written agreement

FUND BALANCE

- GASB 54 defines fund balances for financial reporting to be classified as follows:
 - 1. Non-spendable – Assets that are nonliquid (such as inventory) or legally or contractually required to be maintained intact (such as the principal amount of an endowment).
 - 2. Restricted – When constraints are placed on the use of resources for a specific purpose by enabling legislation (legally enforceable), external parties or constitutional provisions.
 - 3. Committed –When constraints are created by the governing body on how it will send its resources. These are enacted via resolution or ordinance and are in place as of the end of the fiscal period. The constraints remain binding until formally rescinded or changed by the same method the constraints were created. The difference between Restricted and Committed is that under Committed, the governing body can remove constraints it has imposed upon itself.
 - 4. Assigned –Designation of amounts by either the governing body or the staff (if authorized) to be used for a specific purpose narrower than the purpose of the fund. Fund balance measures the net financial resources available to finance expenditures of future periods.
 - 5. Unassigned – The excess of total ending fund balance over Non-spendable, Restricted, Committed and Assigned amounts. Only the General Fund has an unassigned category since money remaining in any other fund is automatically designated or assigned to the purposes of that fund.
- Operating Fund Balances - Measurement of a fund's ending balance will occur annually on June 30th. For purposes of this calculation, the expenditures shall be the budget as originally adopted for the subsequent year. The minimum fund balance is the unrestricted (and Unassigned as to the General Fund) fund balance amount excluding Non-spendable, Restricted, and Committed fund balance amounts.
 - General Fund / Special Revenue Funds (excluding SDC-related, Business Assistance, and Local Improvement funds) / Enterprise Funds: The minimum targeted ending fund balance shall be no less than four (4) months of budgeted Personnel Services and Materials & Services expenditures.
- When fund balances are available for use, it is the City's policy to follow GASB 54 requirements to use Restricted balances first, Committed balances, then Assigned balances for purposes which they can be used for. The spendable unrestricted revenue amounts in the special revenue funds, capital projects funds and debt service funds are committed to be used for the purpose for which the fund was established.

- The Finance Director shall be responsible for monitoring and reporting the City's various reserves and fund balance categories. The City Administrator is directed to make recommendations to the Council on the use of reserve funds both as an element of the annual operating budget submission and as needed throughout the year. Annually, the City Administrator shall be responsible for identification of resource assignments within the proposed budget document.
- The City's unassigned General Fund balance will be maintained to provide the City with sufficient working capital and a margin of safety to address the needs of the City without borrowing. The unassigned General Fund Balance may only be appropriated by resolution of the City Council.
- Fund balances of the City may be committed for a specific purpose by formal action of the City Council. Amendments or modifications of the committed fund balance must also be approved by formal action of the City Council.
- The City Council delegates authority to the City Administrator and the Finance Director to assign fund balance amounts as appropriate.
- In circumstances where an expenditure is to be made for a purpose for which amounts are available in multiple fund balance classifications, the order in which resources will be expended is as follows: restricted fund balance, followed by committed fund balance, assigned fund balance, and lastly, unassigned fund balance.

IDENTITY THEFT PREVENTION (IDTP)

- The processes, policies and procedures for IDTP were reviewed and modified by Resolution No. 1142. Most noteworthy is that staff is required to verify identity prior to approving a water/sewer service application, making changes to an existing water/sewer account, and providing information on an existing water/sewer account. Identity that is unverifiable will, in most cases, be considered a "Red-Flag" and is to be reported immediately to the Finance Director and/or City Administrator.
- The IDTP processes, policies and procedures will be reviewed annually by the Finance Department staff acting in the capacity of the City's IDTP Committee.

INVESTMENTS

- The City will only invest in the Local Government Investment Pool (LGIP) until an investment policy with other direction is approved by the Council.

PUBLIC CONTRACTING

- Follow the most currently most recent resolution entitled "Joint Resolution of the City Council and Local Public Contracting Review Board opting out of the Attorney General's Model Public Contracting Rules and Adopting Public Contracting Rules for the City of Veneta." These are also known as the "City Public Contracting Rules".

PURCHASING/PROCUREMENT PROCEDURES AND SPENDING AUTHORITY

- Employees shall have the authority to procure and/or purchase goods and/or services or otherwise create a financial obligation in the City's name only after receiving the appropriate

levels of approval and preparing the required documents. The appropriate approval levels and required documents vary depending on the type and amount of the purchase.

- Employees involved in purchasing are also expected to act responsibly prior to, during, and after the purchase including, but not limited to, conducting adequate comparisons for value and quality when selecting vendors and products, using the proper method of solicitation, obtaining all necessary approvals, preparing adequate documentation, inspecting goods, monitoring the quality of service and ensuring compliance with this section if a third party is used to conduct procurements on the City's behalf.
- The City's purchasing/procurement policies and procedures can be found in the City Public Contracting Rules. The City Public Contracting Rules are very comprehensive and include, but are not limited to, the requirements for and form of solicitation documents, advertisements, contracts and agreements, opening and evaluating bids and proposals, and awarding of contract.
- The spending level authority for all purchases, procurements, contract, agreements and any other act that commits the City to a financial obligation is as follows:
 - a. Purchases/procurements with a cost of \$100 or less can be made by any regular employee without prior approval.
 - b. Purchases/procurements in the amount of \$101 - \$5,000 require approval, in writing (including a signed contract), by a Supervisor, prior to the purchase.
 - c. Purchases/procurements in the amount of \$5,001 to \$40,000 require approval, in writing (including a signed contract), by a Department Head, or designee, prior to the purchase.
 - d. Purchases/procurements with a cost of more than \$40,000 require approval, in writing (including a signed contract), by a Department Head and the City Administrator, or designee and approval, by motion, of the City Council, prior to the purchase.
- The procurement of goods and services not subject to competition, selection procedures or solicitation processes described in the City's Public Contracting Rules shall be conducted as follows:
 - a. Goods and services with a cost of \$100 or less can be made at any local business at which the City has an open credit account. The department and/or purpose of the purchase should be written on the sales receipt. The receipt should also be signed by the employee making the purchase and then be submitted to a Finance Department staff member.
 - b. Goods and services with a cost of between \$101- \$4,999 require a completed purchase order or other document providing similar information prior to the financial commitment being made.
 - c. Goods and services with a cost of \$5,000 to \$10,000, or obtaining architectural, engineering, photogrammetrist, transportation planning and land surveying services estimated to be less than \$100,000 require the obtainment and evaluation of three (3) written quotes or proposals prior to seeking the appropriate approval and/or making a financial commitment.
- Employees conducting purchases, procurements, or other activities that obligates the City financially under the "City Public Contracting Rules" or the policies outlined in this handbook, should only use the forms created or approved by the Finance Director, or designee.
- Purchases made in urgent or emergency situations. Employees are expected to attempt to contact their direct supervisor, a Department Head or the City Administrator beforehand;

however, there may be situations when this is not possible. In either case the appropriate documentation and approvals should be obtained as soon as the situation has stabilized.

- Employees may not purchase or procure any goods or services or otherwise create a financial obligation in the City's name for the employee's personal use (i.e. personal long-distance phone calls or buying extra quantities with the intent of reimbursing the City).
- The processes, policies, and procedures outlined in this document and the "City Public Contracting Rules" apply regardless of the method of payment to vendors, contractors, etc. The only approved methods of payment are by check or by the City's credit cards.
- The City's credit cards shall remain in locked storage. Employees authorized to check out the credit card shall only do so upon request and only if the required documentation with prior approval is presented. Employees checking out the credit card to use shall make their purchase in a timely manner and return the card to a Finance Department staff person as soon as possible. Employees in possession of the credit card shall be held responsible for its safeguarding and for purchase activity from the time it is checked out until it is returned.
- Employees violating the City Public Contracting Rules or any policy herein are subject to disciplinary action including, but not limited to, removal of their purchasing privileges.

REVENUE

- The City will assess property taxes in the amount permitted by law to Lane County each year by July 15th.
- The City will comply annually with requirements to receive State Shared Revenue.
- City staff will seek and apply for grants on a regular basis.
- All checks and cash, with the exception of some community center rental deposits, are to be receipted in and deposited into one of the City's bank accounts.
- All rates, charges, and fees will be reviewed periodically to ensure that the costs of providing services is being covered to the extent possible.
- Interest earnings (from bank and LGIP accounts) are allocated to each fund based on its fund balance at the end of the previous fiscal year.
- One-time revenues will be used for one-time expenditures or as contributions to reserves and will not be used to pay for established services.
- Property tax allocations are set by Council as a percentage of for four funds: General, Law Enforcement, Parks & Recreation, and Planning. The targeted maximum allocation to Law Enforcement is 50%.
- Public Safety Fees will be allocated to the Law Enforcement Fund or other fund dedicated to the operation and maintenance of city law enforcement services. Other revenue sources may also be used for law enforcement services. Amounts in the law enforcement fund may be invested

by the finance director in accordance with state law. Earnings from such investments shall be dedicated to the law enforcement fund. See VMC 3.45.040.

- All Transportation Utility Fees received shall be deposited into the Street Fund or other fund dedicated to the operation and maintenance of the city street system. Other revenue sources may also be used for street maintenance. Amounts in the street fund may be invested by the finance director in accordance with state law. Earnings from such investments shall be dedicated to the street fund. See VMC 3.15.040(1).
- The street fund shall not be used for other governmental or proprietary purposes of the city, except to pay for an equitable share of the city's overhead costs including accounting, management and other costs related to management and operation of the street maintenance program. Engineering design, pavement evaluation, construction management, and other related costs, including project advertisements for bid, in the implementation of the street maintenance projects shall also be considered as being used for street maintenance. See VMC 3.15.040(2).
- When any vehicle is sold under VMC 10.10.110 or 10.10.120, ("Sale of vehicle not claimed" and "Disposal of vehicle valued at \$1,000 or less, but more than \$200.00," respectively), the finance officer shall deposit such proceeds in the general fund of the city. See VMC 10.10.150(2).
- Whenever any personal property other than motor vehicles is taken into the custody by any city department by reason of seizure, abandonment, or for any other similar reason, the proceeds of a sale shall be first applied to payment of the cost of the sale and the expense incurred in the preservation, storage and custody of the property, and the balance, if any, shall be credited to the general fund of the city. See VMC 3.05.
- All transient room tax received shall be deposited into the general fund or other fund dedicated to economic development. See VMC 3.50.160(1).
- City marijuana tax net proceeds shall be allocated in equal shares to the city's law enforcement fund and the city's park and recreation fund. For the purpose of this section, net proceeds means the revenue received by the city from the tax and penalties imposed by this chapter, after providing for the cost of administration and any refunds and credits. See VMC 3.40.080.
- The Reserve-Enterprise Fund will hold only contributions from the Sewer Fund. See Resolution No. 1279 (2019).
- The Reserve-Governmental Fund will only receive contributions:
 - From the governmental-type funds (i.e., General, Special Revenue, Capital Construction, Debt Service, and Reserve Funds) for the purpose of Administration Buildings; and
 - From the Street Fund to accumulate funds to use on projects related to the City's street system.

There will be a sub-ledger with categories to track the money transferred into the Reserve Fund by source fund. Interest earned will be allocated monthly to each sub-ledger category based on the pro-rata share of the Fund Balance. See Resolution No. 1150 (2014)

- The Building Inspection Program Fund will be to budget and track all resources and requirements related to the administration of the Building Permit Program. See Resolution No. 1247 (2018).
- The Business Assistance Loan/Grant Fund is a perpetual fund with allowable uses for housing rehabilitation revolving loans, business improvement loans, micro-loans, and grants to for-profit and non-profits businesses. See Resolutions Nos. 790 (1999), 1068 (2011).
- The Zumwalt Campground Fund will be used for the purpose of recording actual and budgeted resources and expenditures related to the operation of the campground, at Zumwalt County Park, each year, and the following special projects: donations, projects, and programs having to do, specifically, with Park and/or Recreation type activities and/or development within the City of any other activity the City Council deems worthy. See Resolutions Nos. 758 (1998), 826 (2001).

WRITE OFF POLICY

- The Veneta City Council delegates authority to the Finance Director after approval from the City Administrator to write off accounts receivable amounts that meet the following criteria and for which all other collection efforts have been unsuccessful.
 - Must be at least 5 years old.
 - Must be less than \$2,000.
- Unpaid amounts over \$2,000 will be written off only after City Council approval.
- Unpaid amounts less than 5 years old will remain in the accounting records as a component of Accounts Receivable in the appropriate fund.
- Accounts receivable generated by court action, regular-monthly utility billings, and local improvement assessments will not be subject to this write off policy.

Overview of Funds and Functions

The City budgets using six Fund types: General Fund, Special Revenue Funds, Debt Service Fund, Capital Projects Fund, Enterprise Funds, and Reserve Funds. A brief description of each type and the associated primary functions are listed below. The chart on the next page lists all the City's funds by type. Within each fund type the funds are further classified as "Major" or "Non-Major".

For financial reporting purposes, different types of funds are accounted for in different ways, with governmental funds (General, Special Revenue, Capital Construction, Debt Service, and Reserve Funds) using a modified accrual method of accounting and proprietary funds (Enterprise Funds) using a full accrual method of accounting. For budget and long-term financial planning purposes, all funds are presented using a modified accrual basis. Among other things, this means that in the proprietary funds the city does not budget for or show depreciation expenses although depreciation expenses will be recorded during the fiscal years.

Modified accrual is the local government industry standard for budgeting. Modified accrual is focused on short term revenues and expenditures. Whereas, full accrual is focused on an organization's long-term liabilities and depreciation of assets. Modified accrual is similar to the "household" budget that is familiar to most members of the public who estimate their monthly or annual revenues and expenditures when making financial decisions. Therefore, it is a more effective communication tool than full accrual.

All City funds are audited and appropriated.

General Fund. The General Fund accounts for resources that are generally not dedicated for a specific purpose. Most services provided are basic to the everyday operation of the municipality.

Primary Functions:

- Administrative
- Human resources
- Financial
- Public safety
- Economic development
- Risk management
- Municipal court
- Code enforcement

Special Revenue Funds. These funds account for revenues that are to be used for specific purposes. They are created to comply with State Law, meet the terms of agreements or contracts, and/or for internal management purposes. For example, gas tax money received from the state can only be used for street operations, maintenance, and improvements.

Primary Functions:

- Building inspections
- Street and facilities maintenance
- Law enforcement
- Parks and recreation services
- Community development/planning
- Improvements and expansions
- Payment of debt on Local Improvement District (LID) projects

Enterprise Funds. These funds are created to finance and account for acquiring, operating and maintaining facilities and services which are primarily self-supporting.

Primary Functions:

- Water supply, treatment, and distribution
- Wastewater collection, treatment, and disposal
- Infrastructure and facilities maintenance, improvements and expansion

Capital Project Funds. These funds are created to record all revenues and expenditures used to finance the building, acquisition, and/or expansion of capital facilities.

Primary Functions:

- Acquisition and construction of and major improvements to buildings, utility infrastructure, roads and pathways, and other City owned facilities

Debt Service Funds. These funds are most commonly set up to account for the payment of principal and interest on bond issues. The revenues used to retire debt can come from taxes or other revenue sources.

Primary Functions:

- Payment of principal and interest on outstanding general obligation bonds

Reserve Funds. These funds are used to accumulate money for financing the cost of any future services, projects, and property or equipment acquisitions.

Primary Functions:

- Pay for future needs without incurring additional significant debt

Major and Non-Major Funds

Major funds are funds whose revenues, expenditures/expenses, assets, or liabilities (excluding extraordinary items) are at least 10 percent of corresponding totals for all governmental or enterprise funds and at least 5 percent of the aggregate amount for all governmental and enterprise funds.

Nonmajor funds are funds whose revenues, expenditures/expenses, assets, or liabilities (excluding extraordinary items) are less than 10 percent of corresponding totals for all governmental or enterprise funds and less than 5 percent of the aggregate amount for all governmental and enterprise funds.

CITY OF VENETA:

FUND TYPE

GENERAL FUND:	MAJOR	NON-MAJOR
	GENERAL	
SPECIAL REVENUE FUNDS:	MAJOR	NON-MAJOR
	LAW ENFORCEMENT	PARKS & RECREATION
	STREET	PLANNING
		BUSINESS ASSISTANCE
		STORM WATER
		CAPITAL CONSTRUCTION - STREET
		CAPITAL CONSTRUCTION - PARKS
		CAPITAL CONSTRUCTION - STORM
		GRANTS
		BUILDING INSPECTION PROGRAM
		LOCAL IMPROVEMENTS
		ZUMWALT
ENTERPRISE FUNDS:	MAJOR	NON-MAJOR
	WATER	
	SEWER	
	CAPITAL CONSTR - WATER	
	CAPITAL CONSTR - SEWER	
CAPITAL PROJECT FUNDS:	MAJOR	NON-MAJOR
		POOL FACILITIES
		W BROADWAY DEV
DEBT SERVICE FUND:	MAJOR	NON-MAJOR
		DEBT SERVICE
RESERVE FUNDS:	MAJOR	NON-MAJOR
	ENTERPRISE	PW EQUIPMENT
		GOVERNMENTAL

URBAN RENEWAL AGENCY:

FUND TYPE

GENERAL FUND:	MAJOR	NON-MAJOR
	GENERAL	
DEBT SERVICE FUND:	MAJOR	NON-MAJOR
	DEBT SERVICE	

FISCAL YEAR 2024-2025 ENDING FUND BALANCES, PROJECTED				
FUNDS BY TYPE	BEGINNING FUND BALANCE PROJECTED FUND BALANCE @ 7-1-2024	ENDING FUND BALANCE PROJECTED FUND BALANCE @ 6-30-2025	PROJECTED ENDING FUND BALANCE, CHANGES	
GENERAL FUND:				
General Fund	1,993,100	495,100	(1,498,000)	
SPECIAL REVENUE FUNDS:				
Law Enforcement	498,100	396,244	(101,856)	
Parms & Recreation	825,100	221,721	(603,379)	
Parms & Recreation SDC	281,800	20,100	(261,700)	
Planning	223,500	110,000	(113,500)	
Streets	2,468,200	2,778,300	310,100	
Streets SDC	988,238	1,036,738	48,500	
Stormwater	292,900	161,100	(131,800)	
Stormwater SDC	95,331	104,331	9,000	
Building Inspection Program	295,900	293,700	(2,200)	
Governmental SDC	-	-	0	
Zumwalt	89,600	42,000	(47,600)	
Business Assistance	134,000	86,100	(47,900)	
Local Improvement	287,800	278,100	(9,700)	
ENTERPRISE FUNDS:				
Water	3,802,500	3,141,300	(661,200)	
Sewer	4,441,900	260,400	(4,181,500)	
Water SDC	128,500	40,500	(88,000)	
Sewer SDC	667,600	155,025	(512,575)	
DEBT SERVICE FUND:				
Debt Service	228,562	238,162	9,600	
RESERVE FUNDS:				
PW Equipment	92,800	115,500	22,700	
Reserve - Governmental	195,300	199,100	3,800	
Reserve -Enterprise	224,000	4,928,700	4,704,700	
ADOPTED TOTALS	\$ 18,254,731	\$ 15,102,221	(3,152,510)	



Section 5

Resources

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Resources

The term “Resources” refers to the total amount of “money” available to be used during any given year. Broadly speaking, resources can be split into three types: 1) Beginning Fund Balance (Retained Earnings) 2) New Revenue, and 3) Internal Transfers-In

Beginning Fund Balances

The fund balance can be thought of as retained earnings – the accumulation from one year to the next of the difference between revenues and expenditures. While municipalities are not in business to “grow” retained earnings, the amount can have a huge impact on the City’s ability to operate. This is particularly important for the funds that rely on property taxes for revenue as the new payments do not arrive until November of each year.

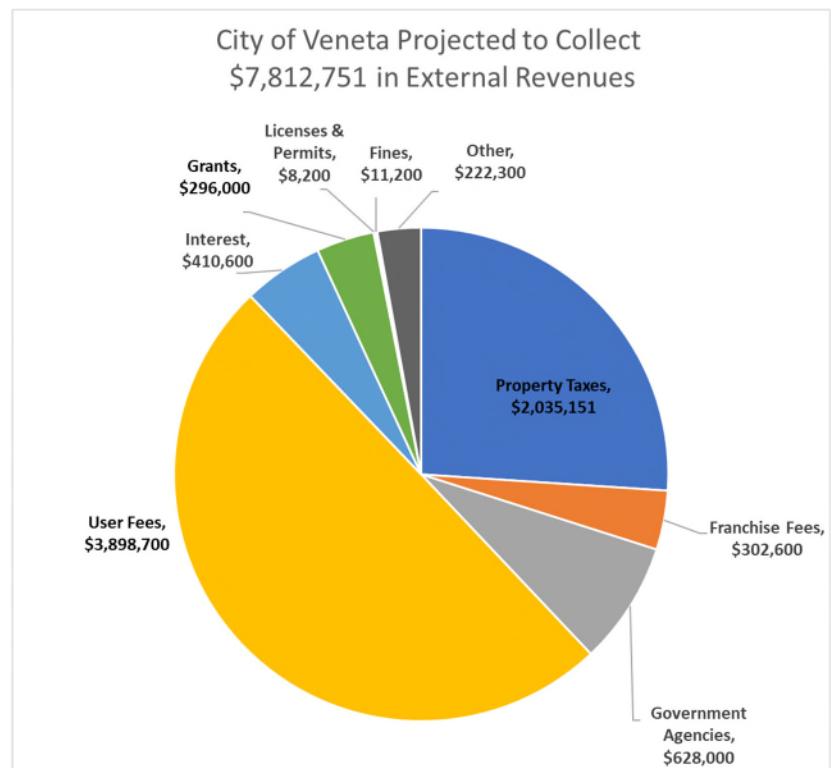
Each year, in the budget process, the current year’s activity is reviewed and projections are made, by fund, of the expected ending fund balance. These projected amounts become the beginning fund balances used to prepare the next year’s budget. Actual results can vary depending on the number and significance of unplanned events and needs and the progress made on planned expenditures.

For the upcoming fiscal year, the beginning fund balance is estimated to be \$18,254,731. This citywide total is \$750,485 million less than the estimated beginning fund balances used in the fiscal year 2023-2024 budget. This is the result of using the actual ending fund balance of the most recently completed year, (in this case 2022-2023) adjusted by actual results thus far in the current year (2023-2024), and by careful determination of likely revenue and expenditures for the remainder of the year, to estimate the ending fund balance of the current year

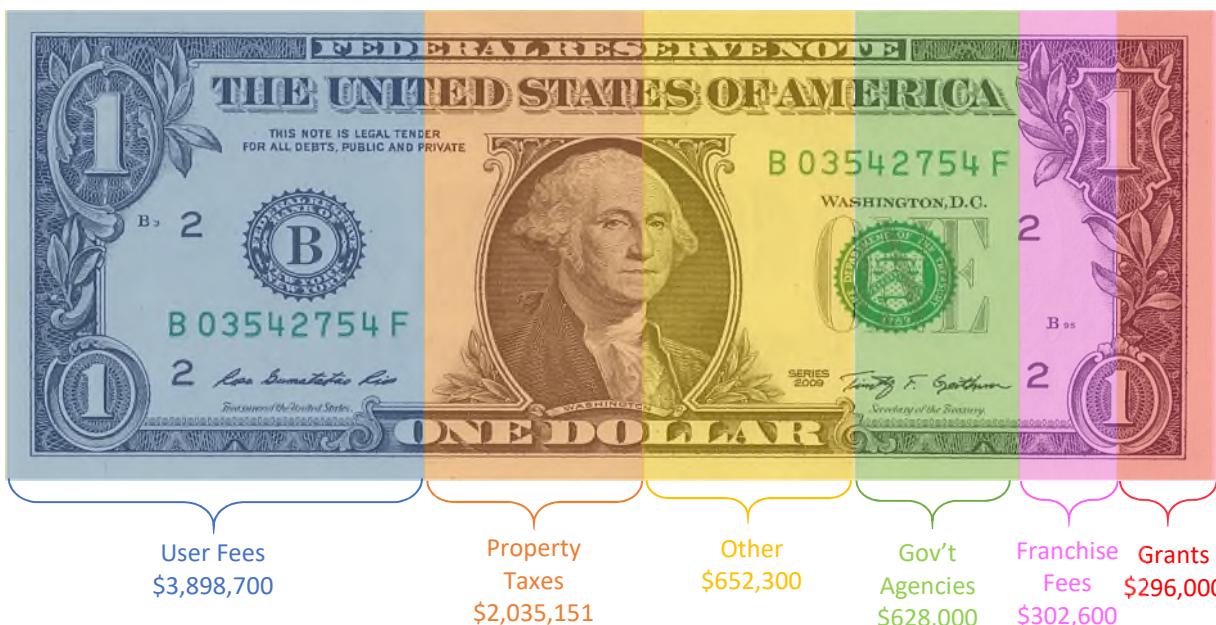
New Revenue

The City’s new revenue is calculated using various methods and factors including, but not limited to, historical amounts, economic trends, population, availability of grant funds, and information obtained from internal and external sources. The major revenue types for the City are Property Taxes, Franchise Fees, Intergovernmental Revenue, and User Fees. Internal transfers do not add to the resources of the City; however, they do affect the amount of “money” available in both the “giving” and “receiving” funds. The City limits transfers as much as possible. Exceptions arise when a fund is being abolished or created and when money is being taken from or added to reserve funds.

The chart and graph on the next page present the beginning fund balances and new revenue by fund. The new revenue is further separated by type. The rest of this section provides explanation of the major types of revenue and some historical information and figures. The section entitled “Consolidated Financials” includes detailed discussion of the revenues specific to each fund or fund type, followed by individual Consolidated Fund Budgets.



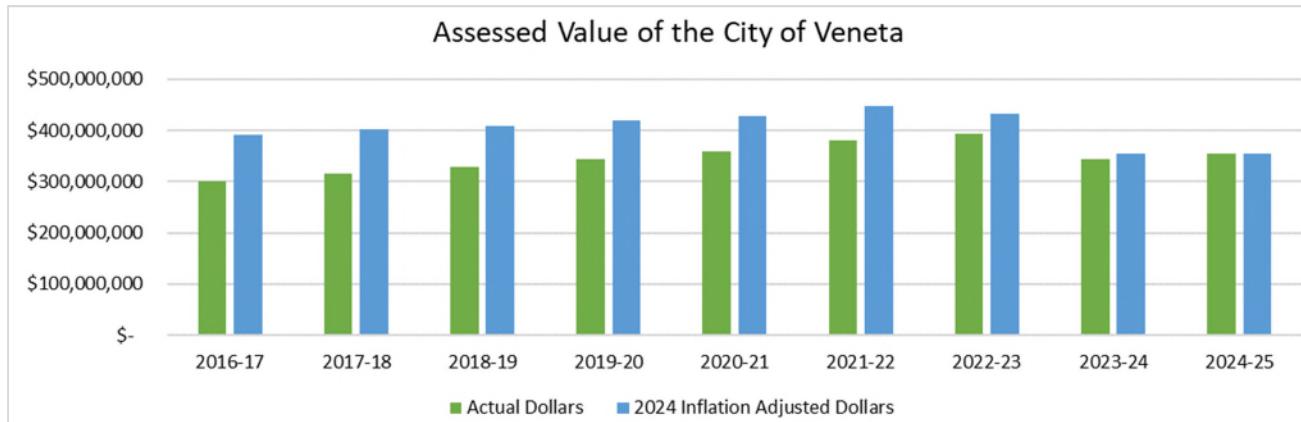
SUMMARY OF RESOURCES														TOTAL RESOURCES (Beginning Fund Balance + New Revenue)
BEGINNING FUND BALANCE	PROJECTED FUND BALANCE @ 7-1-2024	PROPERTY TAXES	GOVERNMENT AGENCIES	FRANCHISE FEES	USER FEES	TRANSFERS	LICENSES AND PERMITS	COURT FINES	INTEREST INCOME	GRANTS	ALL OTHER	TOTAL NEW REVENUE		
GENERAL FUND:														
General Fund	1,993,100	370,500	109,600	142,400	4,700	720,000	7,900	11,200	39,900	61,000	72,800	1,540,000	3,533,100	
SPECIAL REVENUE FUNDS:														
Law Enforcement	498,100	970,000	33,800	17,800	152,100	6,600	300	-	15,200	-	-	1,195,800	1,693,900	
Parms & Recreation	825,100	444,071	88,100	-	76,900	1,775,000	-	-	17,900	175,000	8,700	2,585,671	3,410,771	
Parms & Recreation SDC	281,800	-	-	-	140,000	-	-	-	9,600	-	-	149,600	431,400	
Planning	223,500	155,700	-	-	26,700	-	-	-	6,700	-	69,400	258,500	482,000	
Streets	2,468,200	-	396,500	142,400	208,300	30,000	-	-	60,600	60,000	600	898,400	3,366,600	
Streets SDC	988,238	-	-	-	99,800	-	-	-	14,000	-	17,200	131,000	1,119,238	
Stormwater	292,900	-	-	-	72,700	-	-	-	8,700	-	100	81,500	374,400	
Stormwater SDC	95,331	-	-	-	6,300	-	-	-	2,700	-	-	9,000	104,331	
Building Inspection Program	295,900	-	-	-	158,200	-	-	-	1,600	-	100	159,900	455,800	
Governmental SDC	-	-	-	-	-	-	-	-	-	-	-	-	-	
Zumwalt	89,600	-	-	-	118,600	-	-	-	1,500	-	100	120,200	209,800	
Business Assistance	134,000	-	-	-	-	-	-	-	3,100	-	-	3,100	137,100	
Local Improvement	287,800	-	-	-	-	-	-	-	6,000	-	3,100	9,100	296,900	
ENTERPRISE FUNDS:														
Water	3,802,500	-	-	-	1,114,400	-	-	-	89,700	-	23,600	1,227,700	5,030,200	
Sewer	4,441,900	-	-	-	1,467,300	914,000	-	-	95,300	-	26,600	2,503,200	6,945,100	
Water SDC	128,500	-	-	-	124,700	-	-	-	3,000	-	-	127,700	256,200	
Sewer SDC	667,600	-	-	-	128,000	-	-	-	15,800	-	-	143,800	811,400	
DEBT SERVICE FUND:														
Debt Service	228,562	94,880	-	-	-	-	-	-	8,100	-	-	102,980	331,542	
RESERVE FUNDS:														
PW Equipment	92,800	-	-	-	-	20,000	-	-	2,700	-	-	22,700	115,500	
Reserve - Governmental	195,300	-	-	-	-	-	-	-	3,800	-	-	3,800	199,100	
Reserve - Enterprise	224,000	-	-	-	-	4,700,000	-	-	4,700	-	-	4,704,700	4,928,700	
ADOPTED TOTALS	\$ 18,254,731	\$ 2,035,151	\$ 628,000	\$ 302,600	\$ 3,898,700	\$ 8,165,600	\$ 8,200	\$ 11,200	\$ 410,600	\$ 296,000	\$ 222,300	\$ 15,978,351	\$ 34,233,082	



Property Taxes

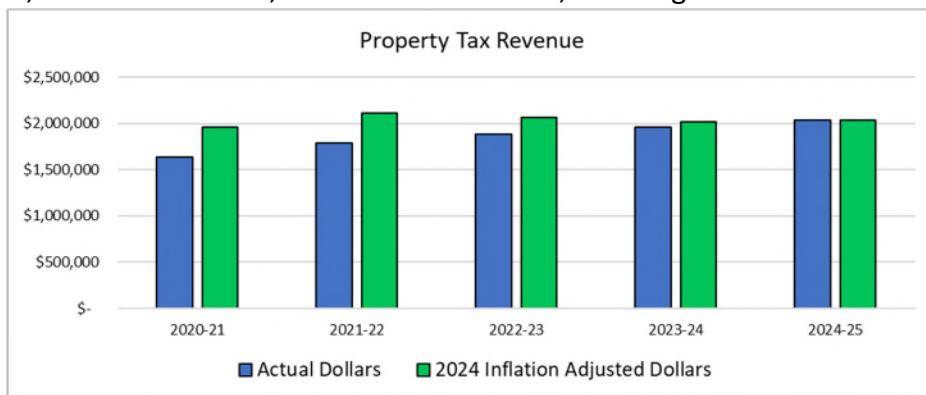
The Lane County Assessor's office sets the assessed value of a property, calculates and collect property taxes, and distributes property tax revenue to taxing districts such as the Lane County and the school districts, special districts, cities within it. Property taxes are due in three separate payments each year.

Assessed value is generally limited to an annual increase of 3% for each parcel of property. In a situation where the property's real market value decreases to less than the assessed value, the assessed value will also decrease, which is known as "Measure 50 compression." Increases greater than 3% can occur as the result of new construction. The property within the City's boundaries had a total assessed value of \$344,793,223 for fiscal year 2024-2025. This is a 4.2% increase from the previous year's valuation.



Property taxes for operations are levied in accordance with the Oregon constitutional limitations known as Measures 5 (1990) and 50 (1997). Measure 5 places a maximum tax rate for non-education governments of \$10 per \$1,000 of real market value on each parcel of property. Measure 50 set a maximum permanent property tax rate for each governmental entity and developed an assessed value for each parcel of property that is different than real market value for purposes of levying taxes. Taxing agencies cannot ask the voters to increase their maximum permanent tax rate; however, agencies can ask the voters to approve a local option levy. Property taxes levied for voter approved general obligation bonds are exempt from both Measure 5 and Measure 50 limits. Taxes for debt are levied as a total dollar amount, in the amount necessary to pay the principal and interest due during the fiscal year.

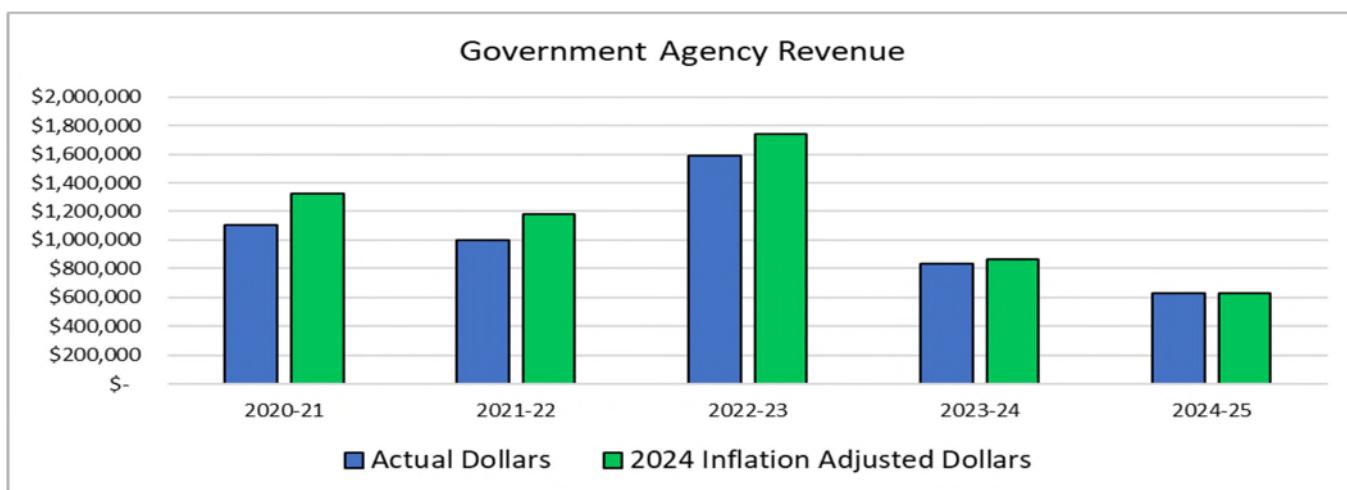
The City of Veneta's tax rate in fiscal year 2024-2025 is \$5.6364 per \$1,000 of assessed value. The property tax estimates for fiscal year 2024-25 assume that the assessed value will increase 3%, the full rate will be levied, the compression loss will be approximately \$1,919 and the uncollectible rate will be approximately 4.3%. Given these assumptions the City is conservatively expecting to receive \$1,913,785 specific to the upcoming year. Property tax revenue accounts for 20% of total expected revenue in fiscal year 2023-2024. The expected \$1,940,271 in total property tax revenue, including prior year property taxes, is to be shared between the General, Law Enforcement, Parks and Recreation, Planning and the Debt Service funds.



Government Agencies

The typical sources of intergovernmental revenue are various departments of the State of Oregon and the Veneta Urban Renewal Agency. The revenues received from the State are a portion of the taxes that the State collects from cigarette, liquor, marijuana, transient room (hotel, motel, short-term rental), and highway fuel sales. The State's methodology to determine the amount that the City receives differs by commodity. Cigarette, liquor, marijuana, transient room, and highway fuels sales tax revenue for the budgeted fiscal year was determined by trending recent actuals and previous estimates forward.

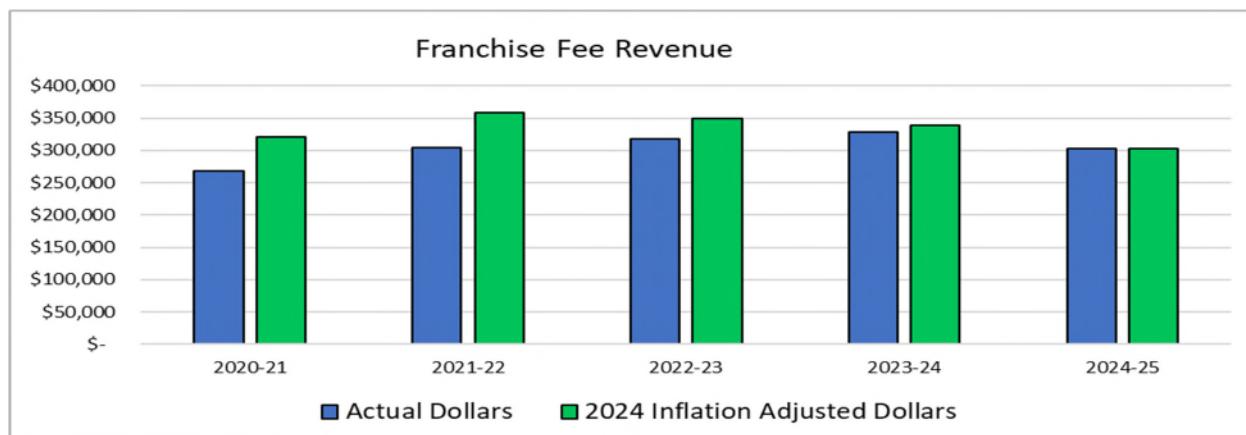
The City of Veneta has received all disbursements from the American Rescue Plan Act funds through the State and Local Fiscal Recovery Fund Program. These funds were included in government agency revenues in fiscal year 2021-2022 to 2023-2024. The total amount received was \$1,122,697. Government agency revenue accounts for 4% of total expected revenue in fiscal year 2024-2025. The expected \$628,000 in revenue is to be shared among the General, Law Enforcement, Parks and Recreation, and Streets funds.



Franchise Fees

City of Veneta "rights of way" are sections of land set aside for public benefit, including streets and sidewalks as well as land set aside for water pipes and other utility infrastructure. Utility companies pay a fee to use the City's public right of way. The City currently collects franchise fees from two electricity providers, one garbage service, one cable company, and numerous telephone service providers. Franchise fee revenue for fiscal year 2024-2025 was determined by trending recent actuals and previous estimates forward.

Franchise fees account for 1.9% of total expected revenue in fiscal year 2024-2025. The expected \$302,600 in revenue is to be shared equally between the General and Street funds.



User Fees

User fees are the largest source of revenue in the City of Veneta. Water, sewer, stormwater, transportation, system development charges, building permit fees, land use fees, pool user fees, Zumwalt Campground user fees, and the newly adopted public safety fee are included in this revenue category. The City of Veneta expects to receive \$3,898,700 in user fees revenue.

Water, sewer, transportation, and stormwater user fees are determined by Veneta City Council. Staff recommends rate increases to City Council to keep pace with the rising cost of operations and to build fund balances for large capital projects described in the City's water, sewer, pavement preservation, and stormwater master plans. The revenue for each of these user fees was determined by trending forward actuals and accounting for scheduled rate increases. Water rates are anticipated to increase by 3% beginning January 2025. Sewer rates are anticipated to increase by 2% in January 2025. Stormwater fees and Transportation fees are not anticipated to increase during fiscal year 2024-2025.

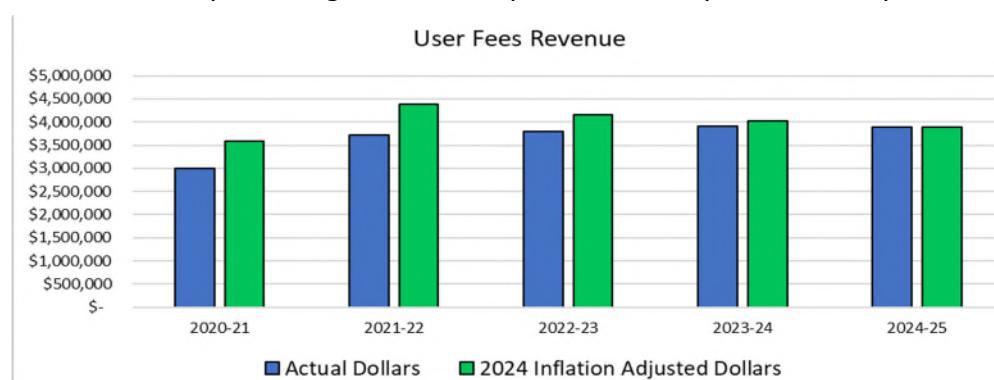
System development charges (SDCs) are fees applied to new development to help offset the impact of development, redevelopment or an intensification of use. The fee is intended to recover a fair share of the costs of planned infrastructure that provide capacity to serve new growth. Land use fees are charged to developers that use the City's planning services. Building permit revenue is collected when a developer applies for a building or electrical permit. SDC, land use fee, and building permit fee revenue fluctuate depending on the number and type of developments in the City of Veneta. The revenue for each of these user fees was determined by conservatively estimating that 20 new single-family residences (SFR) will be constructed in the City of Veneta. The 20 SFR estimate was determined by the number of developable lots in the City and the Planning Departments conversations with developers.

The City of Veneta operates a fee-based municipal pool. Staff estimated pool user fee revenue by trending forward sales from previous fiscal years excluding 2020 & 2021 which were severely impacted by the COVID-19 pandemic. Staff expects a return to a normal pool season during fiscal year 2024 - 2025.

The City of Veneta operates a fee-based campground to support the Oregon Country Fair which returned to being in-person event in fiscal year 2023-2024. Staff estimated Zumwalt campground fee revenue by trending forward sales from previous fiscal years excluding 2020 & 2021 which were severely impacted by the COVID-19 pandemic. The Oregon Country Fair did not have an in-person event during those years and the campground subsequently did not open. Staff expects a return to a normal campground season during fiscal year 2024-2025.

The City of Veneta adopted the Public Safety Fee in 2021 and began collecting revenue in January 2022. This fee is intended to reduce the percent of total property taxes allocated toward the law enforcement fund. Public safety fee revenue was determined by trending forward the previous fiscal year's monthly revenues.

Effective July 1, 2024 the fee increased from \$4.00 per month to \$6.00 per month to account for increase code enforcement costs.



Transfers

Transfers are used to “reimburse” a fund for costs it incurs for the activities of another fund and to accumulate money for future use. An example of a reimbursement transfer that appears in the City’s budget annually is \$1,000 from the Business Assistance Grant/Loan Fund to the General Fund. The Business Assistance Grant/Loan Fund does not have a separate Personnel Services expenditure classification, rather the staff time is expended in the General Fund. Transfer revenue is allocated at the discretion of the Veneta City Council.

Total transfers for FY 2024-2025 are \$8,165,600 with over half of that amount resulting from transferring Sewer Fund balance to the Sewer Reserve for the upcoming wastewater treatment plant upgrade. Urban Renewal Agency funds of \$1,775,000 transfer to the Park & Recreation Fund for the Bolton Hill Sport Complex project. Remaining ARPA funds totaling of \$914,000 are transferred from the General Fund to the Sewer Fund. Transfer of \$662,000 from the Urban Renewal Agency are for funding a \$250,000 matching reimbursement grant for development of The Attic property on W. Broadway, and the purchase of the St. Vincent de Paul downtown block--3 lots--on W. Broadway (\$462,000).

Other Revenue

The City receives, on a regular basis, revenue from Licenses and Permits, Leases, Fines, and Investment Earnings. These sources tend to vary, sometimes significantly, from year to year.

The City receives on an intermittent basis grant money, proceeds from bonds and/or loans and revenue from miscellaneous sources. The need for grants and loans is determined by the type of the projects carried over from past years or being undertaken in the upcoming year.



Section 6

Requirements

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Requirements

The term “Requirements” refers to the total amount of “money” budgeted to spend (expenditures) and to carry-over for the next year (ending fund balance). These are often also referred to as Appropriated (authority to spend) and Unappropriated (available for the following year), respectively. Appropriated expenditures are further separated by the following classifications: 1) Personnel Services, 2) Materials & Services, 3) Capital Outlay, 4) Debt Service, 5) Transfers, and 6) Contingency.

The chart and graph below present the expected expenditures for the fiscal year by classification and fund. Section 7 entitled “Fund Narratives and Balance Sheets” provides detailed information about expenditures, by fund, in narrative and in the Consolidated Fund Budget. Additional background and listings of specific items included in the budget can be found in Appendix D.

Summary of Requirements Fiscal Year 2024-2025

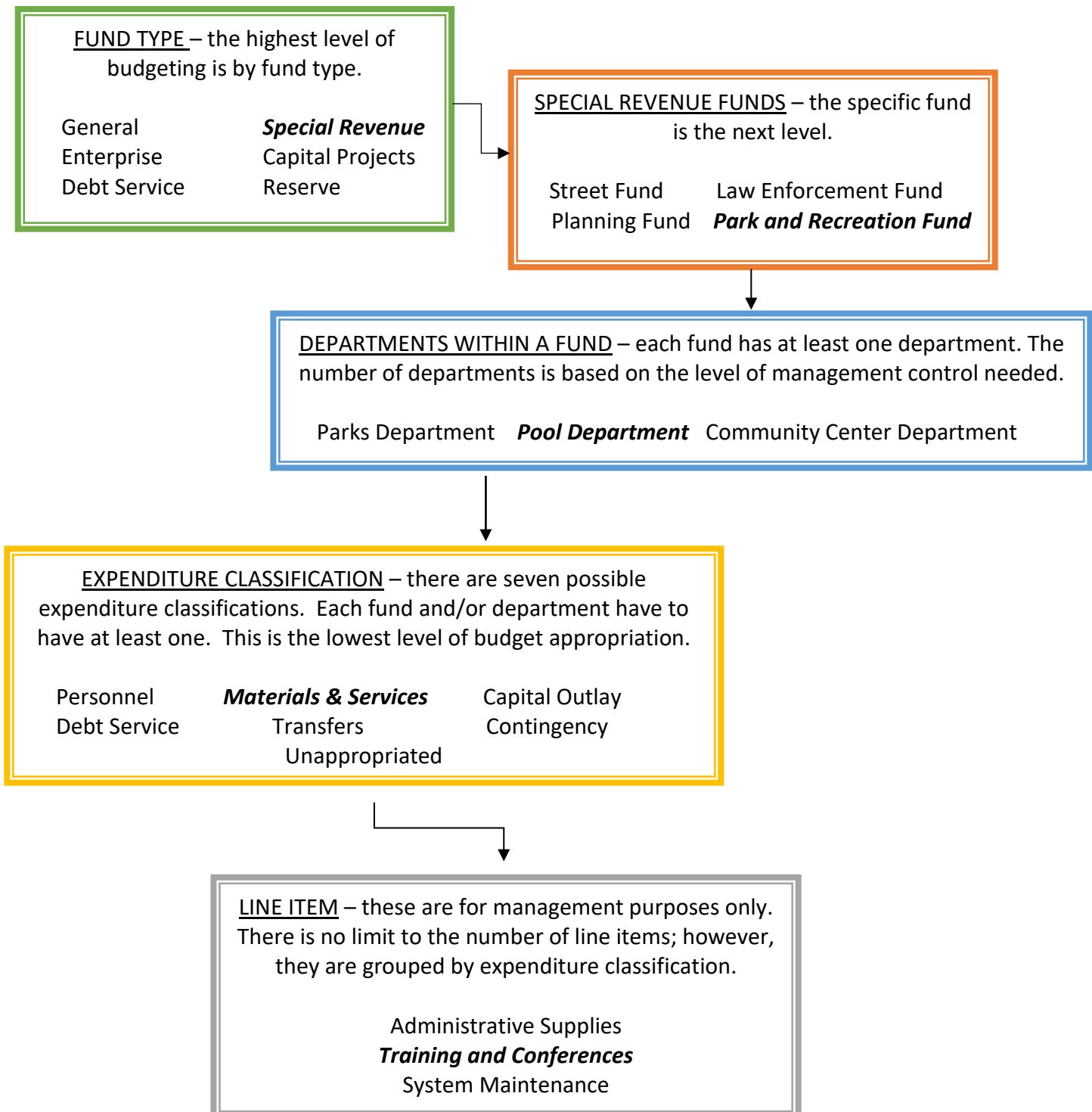
FUNDS BY TYPE	SUMMARY OF REQUIREMENTS						TOTAL EXPENDITURES	ENDING FUND BALANCE	TOTAL REQUIREMENTS (Expenditures + Ending Fund Balance)
	PERSONNEL SERVICES	MATERIALS & SERVICES	CAPITAL OUTLAY	DEBT SERVICE	TRANSFERS	CONTINGENCY			
GENERAL FUND:									
General Fund	559,300	722,500	632,200	-	914,000	210,000	3,038,000	495,100	3,533,100
SPECIAL REVENUE FUNDS:									
Law Enforcement	130,600	1,147,056	-	-	-	20,000	1,297,656	396,244	1,693,900
Parms & Recreation	492,600	170,850	2,505,600	-	-	20,000	3,189,050	221,721	3,410,771
Parms & Recreation SDC	-	-	411,300	-	-	-	411,300	20,100	431,400
Planning	183,800	140,800	-	-	-	47,400	372,000	110,000	482,000
Streets	223,900	232,800	42,500	-	9,100	80,000	588,300	2,778,300	3,366,600
Streets SDC	-	-	82,500	-	-	-	82,500	1,036,738	1,119,238
Stormwater	57,600	76,900	23,800	-	5,000	50,000	213,300	161,100	374,400
Stormwater SDC	-	-	-	-	-	-	-	104,331	104,331
Building Inspection Program	36,800	115,300	-	-	-	10,000	162,100	293,700	455,800
Governmental SDC	-	-	-	-	-	-	-	-	-
Zumwalt	35,300	73,300	-	-	47,000	12,200	167,800	42,000	209,800
Business Assistance	-	50,000	-	-	-	1,000	-	51,000	86,100
Local Improvement	-	2,700	-	16,100	-	-	18,800	278,100	296,900
ENTERPRISE FUNDS:									
Water	375,300	420,700	341,000	646,900	5,000	100,000	1,888,900	3,141,300	5,030,200
Sewer	423,500	357,700	1,006,300	96,400	4,705,000	95,800	6,684,700	260,400	6,945,100
Water SDC	-	-	-	215,700	-	-	215,700	40,500	256,200
Sewer SDC	-	-	560,000	96,375	-	-	656,375	155,025	811,400
DEBT SERVICE FUND:									
Debt Service	-	-	-	93,380	-	-	93,380	238,162	331,542
RESERVE FUNDS:									
PW Equipment	-	-	-	-	-	-	-	115,500	115,500
Reserve - Governmental	-	-	-	-	-	-	-	199,100	199,100
Reserve - Enterprise	-	-	-	-	-	-	-	4,928,700	4,928,700
ADOPTED TOTALS	\$ 2,518,700	\$ 3,510,606	\$ 5,605,200	\$ 1,164,855	\$ 5,686,100	\$ 645,400	\$ 19,130,861	\$ 15,102,221	\$ 34,233,082

Percentage of Expenditures by Type Fiscal Year 2024-2025



For management purposes only, each classification is broken down to one or more line items, or accounts. There are no restrictions on the number of line items. The rule of thumb is to create enough separation to effectively manage each component of daily operations, large projects, and debt service payments.

The graphic chart below presents the progression of detail for expenditures beginning with the Fund Type and ending with a line item.



Expenditures

Personnel Services

The Personnel Services classification includes all wage and benefit costs associated with employees. The budget includes 17 regular, full-time positions (FTE). The total number of regular FTE increased 0.50 with the hire of a Utility Worker I. No changes have been made in position structure and responsibilities. Included in the budget are roughly 23 temporary or seasonal positions that equate to 3.26 FTE. The number of FTE per department are shown in the following table.

Summary of Positions			
POSITIONS BY DEPARTMENT	FY 2024-25 Budgeted	FY 2023-24 Budgeted	FY 2022-23 Budgeted
ADMINISTRATION			
City Administrator	1	1	1
Human Resources Coordinator / City Recorder	1	1	1
Management Analyst	1	1	1
City Management Intern	0.25	0	0
Total FTE	3.25	3	3
FINANCE and ADMINISTRATIVE SERVICES			
Finance and Administrative Services Director	1	1	1
Administration Supervisor	1	1	1
Office Support Specialist III	1	1	1
Office Support Specialist II	0.5	0	0
Total FTE	3.5	3	3
COMMUNITY DEVELOPMENT			
Community Development Director	1	1	1
Associate Planner	1	1	1
Office Support Specialist III	1	1	1
Total FTE	3	3	3
PUBLIC WORKS			
Public Works Director	1	1	1
Public Works Superintendent	1	1	1
Utility Worker I	5	4.5	4
Utility Worker II	1	1	1
Temporary Positions:			
Pool Manager	0.29	0.46	0.38
Senior Guard	0.07	0.69	0.92
Head Guards	0.33	0.62	0.92
Lifeguards	2.03	1.85	1.85
Aerobics Instructors	0.01	0.03	0.05
Seasonal Grounds Laborer	0.42	0.42	0.42
Recreation and Events Coordinator	0.11	0.19	0.15
Total FTE	11.26	11.76	11.70
Total FTE of All Positions	21.01	20.76	20.70

Total wages and benefits are expected to be about \$189,800 more than last year's budget. This equates to an 8% overall increase. The increase is driven by these program elements: a new full-time Utility Worker I position, a part-time City Management Intern position and a part-time Office Support Specialist II – Accounting Technician position, a 4.21% cost-of-living adjustment, a 9.5% medical benefits adjustment, and a \$0.70 minimum wage increase for all lifeguards.

Wages:

Pursuant to the City of Veneta Employee Handbook the City refers to the CPI-U, West Size Class B/C, 12-Month Percent Change, Annual percent (Series Id: CUURN400SA0, Not Seasonally Adjusted) to propose the amount of a cost-of-living-adjustment, if the City Council elects to grant it.

The budget also allows for step increases (4.00%) that potentially could be awarded to employees, which is determined by annual performance evaluation results, during the upcoming fiscal year.

Benefits:

Premium rates for medical insurance are not expected to increase more than 9.4% for the upcoming plan year (January 1, 2025).

Vision rates will increase not more than 6% and Dental insurance rates are expected to increase not more than 5.8%. The City is continuing with the current high deductible health plan (HDHP) which has a \$2,500 deductible for Employee Only and \$5,000 deductible for Employee Plus.

The budget figures also reflect a continuation of the employees paying 10% of the premium costs and the City making quarterly contributions to Health Savings Accounts (HSAs) for each employee totaling 99% of the respective deductible. The City established the HSAs for employees when the City switched to the HDHP.

The calculations for Workers' Compensation begin with pure rates that are set by the National Council on Compensation Insurance for each class code. The types of work that the City's regular and seasonal employees do falls into eight class codes.

Life insurance premium is calculated based on the age of each covered employee. The rates for each age grouping are not expected to change from the 2023 rates. The Long-Term Disability insurance premium is lower at \$0.140 per \$100 of covered salary plus \$0.60/month.

The City belongs to the Municipal Government Pool of the Oregon Public Employees Retirement System. The City pays one of two contribution rates depending on each employee's length of service. The contribution rates change every two years based on the most recent actuarial report. Rates will change to 23.81% for Tier 1/Tier 2 members and 19.76% for OPSRP until July 1, 2025 from 24.32% for Tier 1/Tier 2 members and 18.54% for OPSRP the previous two years. The City also pays the employee's "pick-up" portion of 6%.

Allocations:

Consistent with common practices many of the positions are allocated to two or more funds for wage and benefit purposes. The allocations, which are reviewed every year, reflect the estimated amount of time each employee performs tasks within each area or the position's scope of responsibility. Broadly speaking allocation changes made from one year to the next reflect changes in focus or to better represent the scope.

As shown in the chart below, the focus for the upcoming year remains the same with an emphasis in areas of water and sewer and less to administration and finance.

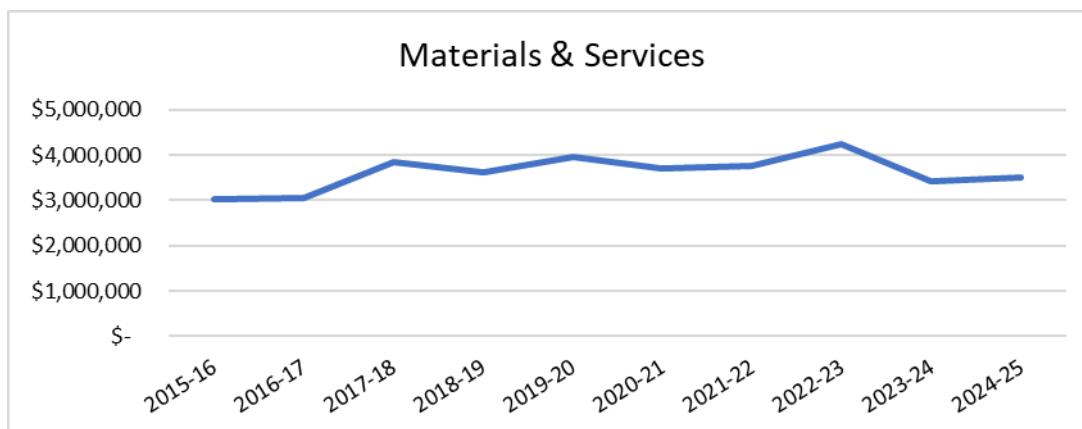
Change of Position Allocations			
	FY 2024-25	FY 2023-24	Change
Admin/ Finance	3.39	3.14	0.24
Economic Development	0.86	0.58	0.29
Court	0.47	0.52	(0.05)
Code Enforcement	0.72	1.12	(0.41)
Public Safety	0.33	0.35	(0.02)
Parks	2.36	2.01	0.35
Pool	2.59	0.55	2.05
Planning	1.44	1.47	(0.03)
Water	3.21	3.31	(0.10)
Sewer	3.74	3.59	0.15
Streets	2.17	1.50	0.68
Storm	0.48	0.40	0.09
Building	0.29	0.30	(0.01)
Zumwalt	0.27	0.19	0.08
TOTAL	22.30	19.00	3.30

Materials & Services

This expenditure classification is used to budget and account for all supplies, maintenance, overhead, and operating needs within each fund. With the exception of the law enforcement contract costs, typically, these remain fairly constant from one year to the next. Exceptions occur when large projects are undertaken that are not capital outlay.

The total amount is expected to increase roughly \$76,000 in the upcoming year. Operations projects are listed on the schedule entitled “Listing of Potential Projects” in Appendix D. Equipment with a total cost of less than \$5,000 is also included in Materials & Services.

Historical Materials and Services by Operating Fund Fiscal Year 2015-16 through Fiscal Year 2024-25 (Adopted)



Capital Outlay

Purchases and projects which generally have a useful life of one or more years, extend the useful life or significantly improve an existing asset and/or have a cost of \$5,000 or more, are included in the Capital Outlay classification of expenditure appropriations. For accounting and management purposes, capital outlay is broken down further by the following types:

Expansion or acquisition – newly acquired or built; adds to an existing system or structure.

Improvement – major work done that makes the asset or system function better than it did originally.

Typically, the amount of capital outlay varies greatly from one year to the next. Significant budgeted capital projects include park development, broadband system design and construction, and wastewater treatment plant expansion design. The amounts budgeted are based on an assessment of priorities and needs for the upcoming year, as well as, the projects previously planned that appear in the City's Master and/or Capital Improvement Plans. Specific projects included in the budget can be found in schedules within Appendix D. These schedules also present the funding source, project cost, type of project, the fund(s) to be charged, and the specific account numbers.

Debt Service

Under Oregon Revised Statutes municipal entities have the authority to borrow money and issue bonds pursuant to limitations. The City of Veneta is a AA bond-rated organization. The debt that the City incurs is primarily long-term to finance large capital projects. The principal and interest payments on any outstanding loans and bond issues are included in the Debt Service expenditure category. The payment of inter-fund loans would also be budgeted in this classification.

The debt limit for general obligations property tax bonds is three percent of the entities' real market value. The City has two obligations subject to this limitation with the second obligation occurring in the prior fiscal year with the re-funding of sewer revenue bonds with Full-Faith-and-Credit bonds. Pool debt issued in 2010 of \$1,100,000 and sewer debt re-funded in 2021 of \$2,830,000 taken together is \$3,930,000 which is 0.415% of the City of Veneta's taxing jurisdiction 2024 Real Market Value of \$947,757,773.

The Debt Service schedule in Appendix D provides detailed information for each debt obligation by fund type.

Contingency

This classification of expenditure is only allowed in operating funds. Expenditure is not allowed directly from this classification. An authorized transfer to another existing appropriation is necessary. This is accomplished by a resolution approved by the City Council.

Transfers

Transfers are defined as moving money from one fund to another or changing expenditure authority from an existing appropriation to another. Only the transfers from one fund to another are included in the budget. Other transfers, if needed, are done later in the fiscal year by resolution of the City Council. The upcoming year's budget includes \$4,772,100 in City intra-fund transfers and \$2,472,000 in transfers from the Veneta Urban Renewal Agency to City of Veneta funds.

Unappropriated/Ending Fund Balance

This is the amount set aside in the budget to be used as a cash carryover to the next year's budget. It provides the City with cash until tax money is received from the county treasurer beginning in November. This amount cannot be transferred by resolution or used through a supplemental budget, unless necessitated by a qualifying emergency.

The schedule below presents the budgeted and actual ending fund balances for the past two completed fiscal years and the budgeted ending fund balances for the current year and the upcoming year.

Schedule of Budgeted and Actual Ending Fund Balances, 2021-2024

FUNDS BY TYPE	ENDING FUND BALANCE								Estimated Change in from 2024 to 2025	
	FY 2021-22		FY 2022-23		FY 2023-24		FY 2024-25		Amount	Percentage
	Adopted	Actual	Adopted	Actual	Adopted	Actual	Adopted	Adopted		
GENERAL FUND:										
General Fund	966,050	1,408,513	2,388,102	1,753,641	928,398	1,993,100	495,100	(1,498,000)	-75%	
SPECIAL REVENUE FUNDS:										
Law Enforcement	367,600	335,922	424,803	498,177	475,175	498,100	396,244	(101,856)	-20%	
Parks & Recreation	316,830	743,589	334,736	731,617	257,111	825,100	221,721	(603,379)	-73%	
Parks SDC	-	-	-	-	248,547	281,800	20,100	(261,700)	-93%	
Planning	227,500	238,100	207,149	223,564	155,815	223,500	110,000	(113,500)	-51%	
Streets	1,663,421	2,472,090	1,987,540	2,468,264	3,280,900	2,468,200	2,778,300	310,100	13%	
Streets SDC	-	-	-	-	1,074,538	988,238	1,036,738	48,500	5%	
Stormwater	234,650	262,412	268,571	292,929	310,800	292,900	161,100	(131,800)	-45%	
Storm SDC	-	-	-	-	97,431	95,331	104,331	9,000	9%	
Building Inspection Program	69,750	52,150	20,437	63,604	69,900	295,900	293,700	(2,200)	-1%	
Governmental SDC	881,200	890,242	1,275,785	1,077,221	-	-	-	-	-	
Zumwalt	50,950	114,752	96,416	69,262	37,100	89,600	42,000	(47,600)	-53%	
Business Assistance	110,950	163,505	104,458	155,534	103,200	134,000	86,100	(47,900)	-36%	
Local Improvement	281,150	299,809	288,831	295,019	283,700	287,800	278,100	(9,700)	-3%	
ENTERPRISE FUNDS:										
Water	3,311,641	3,696,565	3,239,540	3,802,702	3,073,600	3,802,500	3,141,300	(661,200)	-17%	
Sewer	3,782,881	3,570,802	4,748,200	4,462,814	4,961,050	4,441,900	260,400	(4,181,500)	-94%	
Water SDC	112,650	153,111	224,884	268,037	64,000	128,500	40,500	(88,000)	-68%	
Sewer SDC	563,731	700,279	746,218	748,334	634,413	667,600	155,025	(512,575)	-77%	
DEBT SERVICE FUND:										
Debt Service	147,900	214,315	227,563	221,431	240,249	228,562	238,162	9,600	4%	
RESERVE FUNDS:										
PW Equipment	189,550	189,546	142,215	180,785	38,200	92,800	115,500	22,700	24%	
Governmental Reserve	51,226	183,497	188,097	184,519	193,100	195,300	199,100	3,800	2%	
Enterprise Reserve	229,850	222,829	225,499	224,070	234,500	224,000	4,928,700	4,704,700	2100%	
CITYWIDE TOTALS	\$ 13,559,480	\$ 15,912,028	\$ 17,139,040	\$ 17,721,524	\$ 16,761,726	\$ 18,254,731	\$ 15,102,221	(3,152,510)	-17%	

When comparing recent past budgets with the current fiscal year's budget, the ending fund balances in most of the funds are expected to decrease. The major factors contributing changes greater than 10% are explained below by fund.

General Fund: A decrease of \$1,498,000. This is largely because of planned economic development projects and the transfer of \$914,000 in American Rescue Plan Act grant funds to the Sewer Fund.

Law Enforcement Fund: A decrease of \$101,856 is spending down unrestricted fund balance while still meeting budget policy for reserve levels to ease the fiscal impact of increasing operating costs of the the law enforcement services contract with Lane County Sheriff's Office and the shift of the Court Department from the General Fund to the Law Enforcement Fund to capture more public-safety related expenses.

Park and Recreation Fund: A decrease of \$603,379 is primarily attributable to large park related projects.

Capital Construction-Parks Fund: An decrease of \$261,700 is attributable to large park related projects.

Planning Fund: The decrease of about \$ 113,500 is due to spending down reserves while still meeting budget policy for reserve levels.

Street Fund: An increase of \$310,100 is due to resources coming in that will be saved for future street maintenance.

Stormwater Fund: A decrease of \$131,800 is due to expending fund balance for one-time expenses for the review and adoption of a Stormwater Manual and an Erosion and Sediment Control Manual for all construction within the city as part of the TMDL Implementation Plan. Operating Contingency more than doubled from \$20,000 to \$50,000 to meet the City's contingency funding policy.

Zumwalt Campground Fund: A decrease of \$47,600 due to spending down reserves related to higher post-pandemic costs, while still meeting budget policy for reserve levels.

Business Assistance Fund: The decrease of \$47,900 is expected as a result of a more robust business incentives program.

Water Fund: A decrease of \$661,200 is largely due to a new cash reserve requirement for debt service. We also budgeted for projects to spend down the fund balance.

Sewer Fund: A decrease of \$4,181,500 is due to a \$4+ million transfer to the Sewer Reserve Fund for the upcoming Wastewater Treatment Plant Upgrade project.

Water SDC Fund: A decrease of \$88,000 is largely due to spending down reserves on debt service cost shared with the Water Fund while still meeting budget policy for reserve levels.

Sewer SDC Fund: A decrease of \$512,575 is due to consulting to update our Wastewater Facilities Plan as required by the State in anticipation of the Wastewater Treatment Plant Upgrade project.

PW Equipment Fund: The expected \$22,700 increase is due to contributions from enterprise funds for future purchases.

Enterprise Reserve – Sewer: the increase of \$4,704,700 is the result of a funds transfer from the Sewer Fund in anticipation of the Wastewater Treatment Plant Upgrade project.



Section 7

Fund Narratives

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Performance Measures

Measure	FY 2022-23	FY 2023-24	FY 2024-25
	Actual	Estimate	Targets
General Fund			
CITY ADMINISTRATOR'S OFFICE			
Objective #1: Apply a continuous improvement process to the City's Initiatives: See Section 7 - Fund Narratives, General Fund - Administration for FY 2024-25 list			
Initiatives: See Section 7 - Fund Narratives, General Fund - Administration for FY 2024-25 list	# of Initiatives: 5	# of Initiatives: 7	# of Initiatives: 7
	% Met: 80% (4/5)	% Met: 86% (6/7)	% Target: 100%
Objective #2: Prepare for a catastrophic Cascadia earthquake event			
Initiative #2.1: All City staff training current on introductory Incident Command Structure certifications (ICS 100, ICS 700)	% Staff trained: 22% (4/18)	% Staff trained: 39% (7/18)	% Staff trained: 90% (16/18)
ECONOMIC DEVELOPMENT OFFICE			
Objectives will be added in a future budget year			

Law Enforcement Fund			
COMMUNITY POLICING			
Objective #1: Provide the Veneta community a visible safety presence through			
Initiative #1.1: Host community events	National Night Out attendees: 300	National Night Out attendees: 300	National Night Out attendees: 400
	# Public Safety Forums held: 0	# Public Safety Forums held: 3	# Public Safety Forums held: 4
CODE ENFORCEMENT			
Objectives will be added in a future budget year			

Performance Measures

Measure	FY 2022-23	FY 2023-24	FY 2024-25
	Actual	Estimate	Targets
Parks and Recreation Fund			
POOL DEPARTMENT			
Objective #1: Operate the Veneta Community Pool efficiently and effectively			
Initiative #1.1: Increase the # of annual pool patrons	# of customers: 27,532	# of customers: 23,667	# of customers: 29,812
Initiative # 1.2: Lower the net funding gap for pool operations	Net funding gap: \$102,761	Net funding gap: \$154,197	Net funding gap: \$157,292
Zumwalt Campground Fund			
Objective #1: Continuing to operate Zumwalt Campground to support the Oregon			
Initiative #1.1: Net proceeds sufficient to annually transfer at least \$20,000 to Parks & Recreation Fund	Amount Transferred: \$20,000	Amount Transferred: \$22,500	Amount Targeted: \$45,000
Business Assistance Fund			
Objective #1: Successfully incentivize commercial and industrial development in			
Initiative #1.1: Promote and adapt incentive programs to optimize participation	# of incentives awarded: 0	# of incentives awarded: 1	# of incentives awarded: 1
	Total amount awarded: \$0	Total amount awarded: \$25,000	Total amount awarded: \$25,000

General Fund



The General Fund supports City administrative functions and is largely funded by City property taxes, State taxes, grants, and franchise fees.

Fiscal Year 2023-24 Budget: \$3,545,398
Fiscal Year 2024-25 Budget: \$3,533,100

2024-25 Full-Time Equivalents (FTE):
4.19

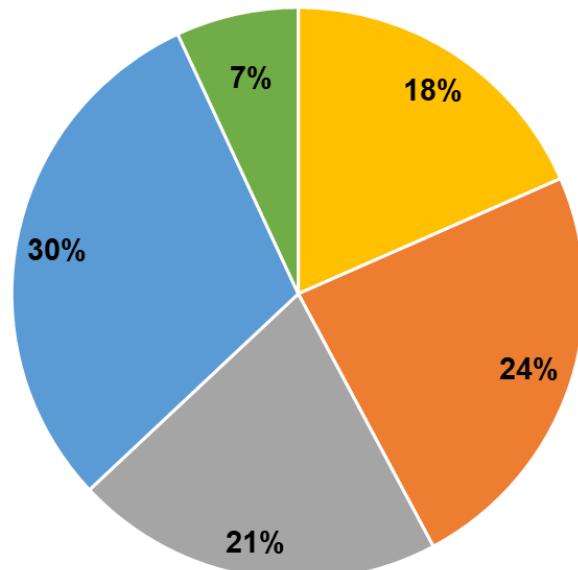
Departments/Offices

- Administration
City management, elections, record retention, risk management, and human resources
- Economic Development
2021-2025 Economic Development Strategy initiatives
- Public Safety
Emergency preparedness, wildfire prevention, community health

2024-25 Key Initiatives

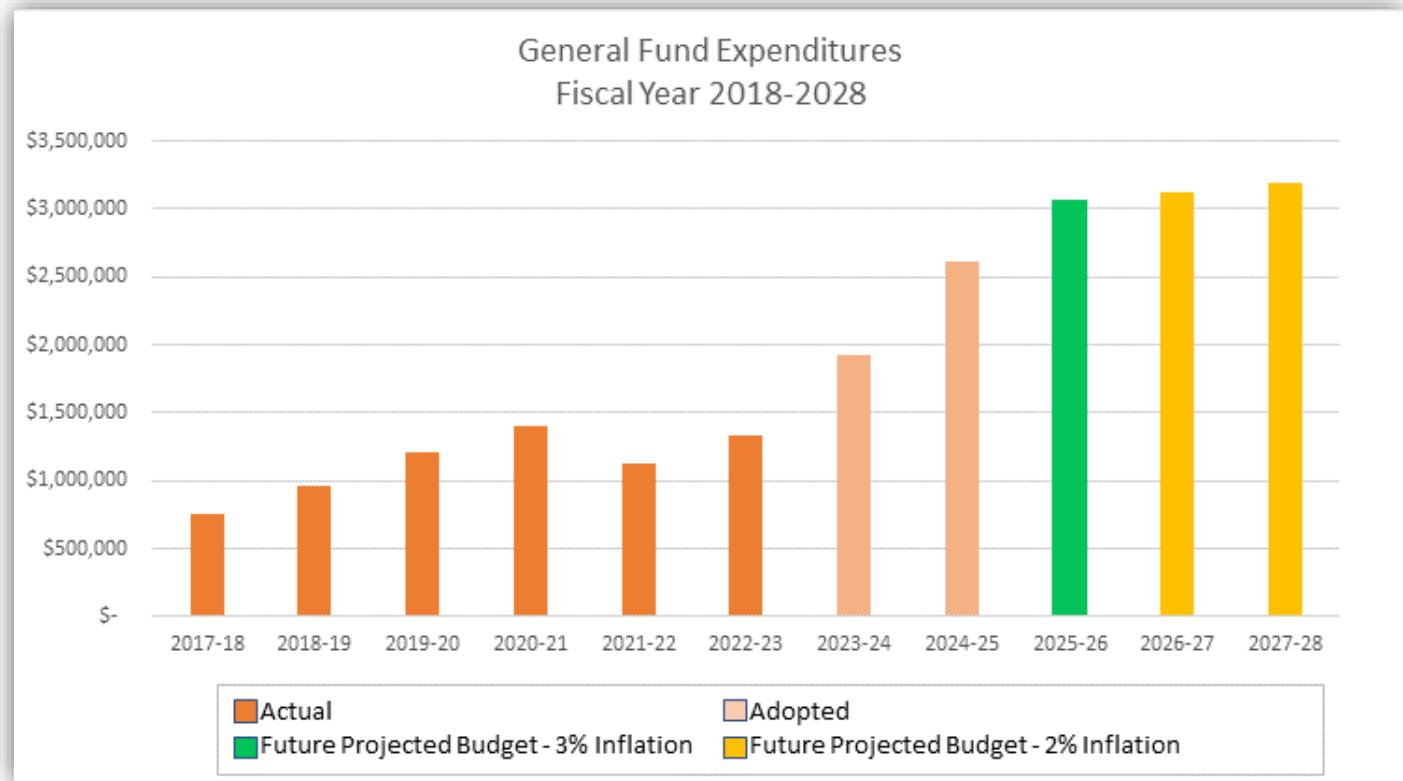
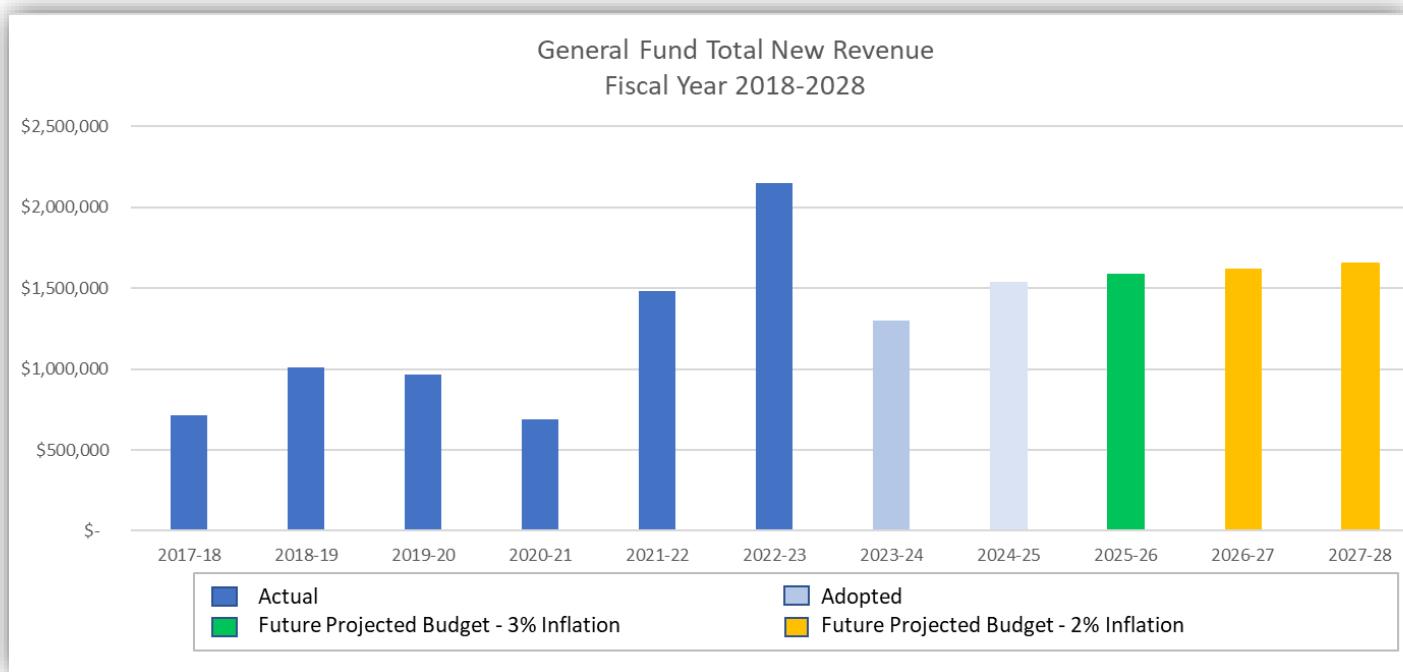
- See separate department /office detail pages that follow

General Fund Expenditures



- Personnel Services
- Materials & Services
- Capital Outlay
- Transfers Out
- Contingency

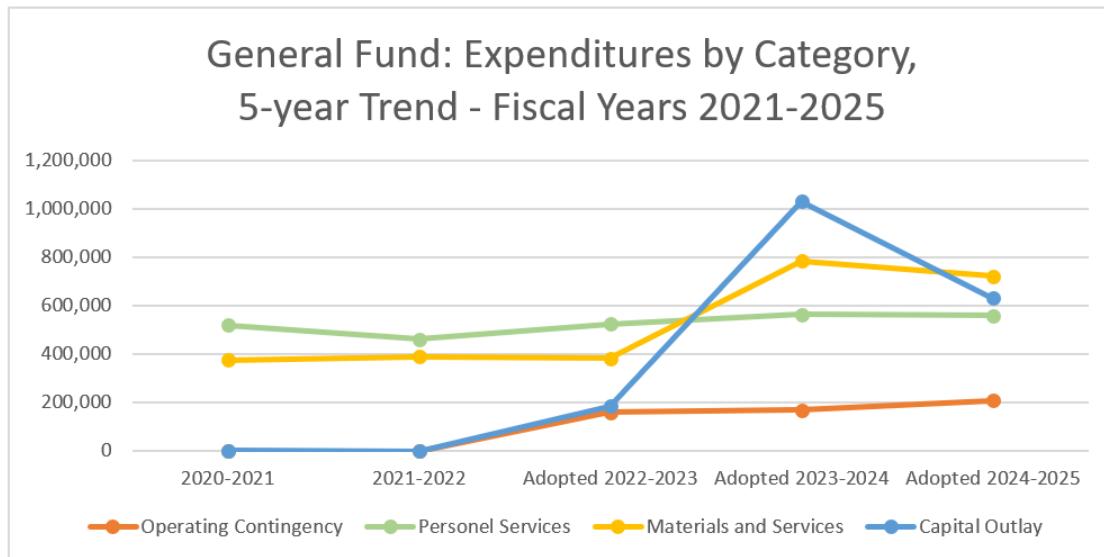
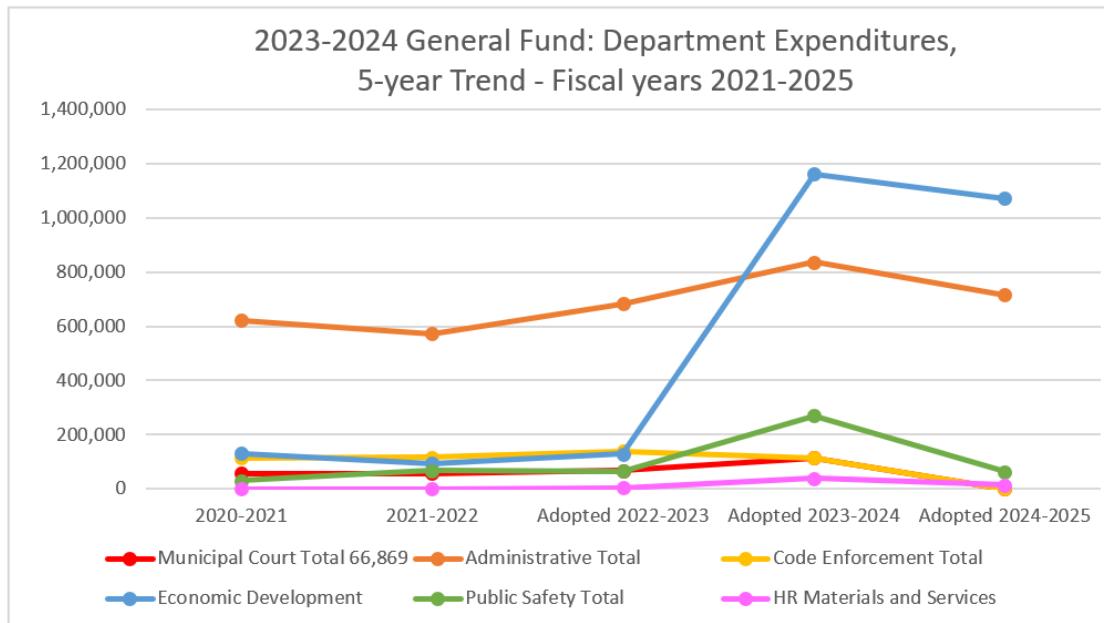
General Fund



The General Fund's Total Resources for the 2024-2025 adopted budget increased by nearly \$241,302. From the prior fiscal year, Court expenses have moved to the Law Enforcement Fund. Capital Outlay increased significantly to support a \$250,000 matching grant program, and the purchase of 3 lots in Veneta's Downtown (\$412,000).

Future budget estimates project a conservative inflation rate of roughly 3% for the next fiscal year and anticipates that to trend down in subsequent years, based off current inflation projections from the Federal Reserve.

General Fund



Over the past 5 years, the City's General Fund has been largely consistent regarding spending. Notably, expenditures fell slightly in comparison to the previous fiscal year. Capital Outlay related to economic development continued to support the Broadband Equity project, system expansion within administration and Fern Ridge Service Center, along with purchase of three lots in the City's downtown and a matching grant for redevelopment to the Attic property located on W. Broadway

Other notable changes were as followed:

- Beginning this fiscal year, \$114,700 of code enforcement expenditures were transferred from the General Fund to the Law Enforcement Fund better reflect the city's public safety efforts in one fund
- Economic Incentives decreased by roughly \$90,000 from the year prior. This change reflects the decrease of over \$750,000 of capital outlay towards the Broadband Equity project.
- In 2023, the General Fund supported an additional \$200,000 for improving access to Lot 400, with the intended purpose of constructing and maintaining safe sleep location within city limits. Public Safety's expenditures for the current fiscal year have returned to it's normal operating budget.

General Fund - Administration

Mission

The Administration team mission is to provide accurate, useful, and timely information in support of the operations of the City, its citizens, its customers, and staff. Our vision is to deliver information and customer service in a clear, concise and professional manner with integrity and an open mind. The City aspires to be a close-knit community that is prepared to respond to natural, economic, and manmade disruptions.

Overview

The Veneta City Administrator is charged with managing the affairs and needs of the City through financial oversight, long-range planning, and administering City ordinances, resolutions, contracts, and procedures. This occurs, in large part, through the Administration Department, which is comprised of the City Administrator, the City Recorder, a Management Analyst, a Finance Director, and an Administrative Supervisor who supervises additional administrative personnel.

The City Administrator's Office (CAO) functions include advising the City Council, records management, human resources management, benefits administration, information technology, and administrative support for the City Council and appointed boards, commissions, committees, and the Veneta Municipal Court. The CAO manages the following program areas: Economic development and Veneta Urban Renewal Agency projects; public safety; and communications.

Finance and Administrative Services Department functions include payroll, all finance-related activity, treasury, financial reporting, audit preparation, budget preparation and administration, utility billing, and customer support.

Long-term Objectives

- Apply a continuous improvement process to the City's communications master plan initiatives to reach citizens where they are in the communication space
- Prepare for a catastrophic Cascadia earthquake event by integrating into regular staff training additional training on the National Incident Management System (NIMS) four command and coordination systems: Incident Command System (ICS); Emergency Operations Center (EOC); Public Information Officers (PIO); and Multiagency Coordination Group (MAC Group)

Recent Accomplishments

- Saving an estimated \$747,000 over the 20-year life of re-financed sewer debt at a nearly 2% lower interest rate
- Hardening the City's IT infrastructure with a new server, laptops, and ethernet wiring in City Hall
- Engaging the community on the Council's plan to adopt Public Safety Fee by hosting weekly listening sessions, pro-active Facebook responses, and a background resource webpage, to show the community an open and transparent process
- Expanding communication to citizens through monthly City Council video summaries, continually updating and maintaining the City website, and an informational monthly newsletter.
- Invited citizens to attend an Open House with department heads presenting on their upcoming projects and the City's requested 2024-25 budget.

General Fund - Economic Development

Mission

The City and its partners are committed to building an economy that works for all of its residents by curating resources and targeting activities that are accessible to people of all race, income levels and status. The City of Veneta's economic development vision is that it will be a "complete community" that provides a variety of job opportunities, local services, and residential opportunities while focusing on collaboration and partnerships to implement community and economic development activities.

Overview

The Economic Development Office (EDO) reports to the City Administrator. Since 2015 the EDO has been a separate division within the General Fund to improve program tracking. The City's Management Analyst manages the EDO, which may include externs, when available.

The EDO functions include implementing the Mayor-appointed 9-member Economic Development Committee's (EDC'S) 2021-2025 City Economic Development Strategy (CEDS) that the City Council adopted in February 2021, and providing staff support for the EDC and the Business Assistance Committee. Programmatic areas of the CEDS include entrepreneur ecosystem building, writing and administering grant programs, business retention and expansion, managing the VenetaWorks.org website, broadband competition, downtown development, and American Rescue Plan Act business recovery programs.

Long-term Objectives

- Identify ways to link and leverage regional, state, and federal resources to deliver services and connect businesses to specialist providers
- Listen to the business community, support local entrepreneurs, and represent the best of what the community has to offer to prospective parties
- Work with landowners, developers, and business owners to create the conditions necessary for retail and commercial growth
- Continue the momentum gained through consistent infrastructure upgrades and new community amenities by connecting residents with high-speed internet through public and private partnerships and by implementing the community spaces that represent the bioregion

Recent Accomplishments

- Winning a \$50,000 Business Oregon Rural Opportunity Investment grant for cultivating and developing the local food entrepreneur ecosystem
- Re-constituting the Business Assistance Committee, which has awarded several grants to local businesses through the Rescue Veneta and Vibrant Veneta programs
- Refiguring the City's business loan program to offer a matching grant award, and received first successful applicant in 2023.
- Entering a private-public partnership with Douglas FastNet to develop broadband infrastructure
- Developed a regional economic brand for the City and the Fern Ridge area to create a unified identity, ultimately in support of our local businesses and generating local tourism
- Acquired three lots in the City's downtown for the purpose of development, and set up a matching grant program for improvements to the Attic property on W. Broadway

General Fund - Public Safety

Mission

The City and its partners are committed to building a sense of community safety in our neighborhoods by encouraging good law enforcement-neighborhood relationships and promoting neighborhood resiliency planning. Our vision is that Veneta residents are prepared for an emergency through efficient and effective neighborhood-level response and short-term recovery activities that will minimize loss of life and reduce impacts on property and the environment.

Overview

The Public Safety Office (PSO) reports to the City Administrator. Starting in 2015, the PSO is a separate division within the General Fund that focuses resources on public safety programs that complement first-responder services, such as wildfire mitigation, emergency preparedness, Neighborhood Watch support, and community health initiatives in partnership with the Fern Ridge Area Unhoused Group (FRAUG). The City's Management Analyst manages the PSO, which may include externs, when available.

Two City Council-adopted plans guide the City's public safety efforts: The 2018 Hazard Mitigation Plan and the 2016 City of Veneta / Lane Fire Authority Emergency Operations Plan. The PSO program activities develop public safety capacity at a neighborhood level for emergent occasions when a hazard exceeds local first-responder capacity. In those instances, neighbors and neighborhoods who have planned for hazard scenarios can effectively and efficiently react to protect vulnerable households and share critical supplies until first-responders are able to arrive on scene.

The City partners with the local non-profit, FRAUG, which provides guidance and volunteer resources to help sustain community health initiatives like safe sleeping locations, basic needs (food, clothing, shelter), and strategic planning for timely and efficient mental health crisis counseling in Veneta and the surrounding Fern Ridge area.

Long-term Objectives

- “Prepared citizens who are able to care for themselves, their families, and their neighborhood, will make a significant contribution towards preparedness and community resiliency.” City of Veneta / Lane Fire Authority Emergency Operations Plan, page 2 (Dec. 15, 2016)
- “Our community provides easy & dignified access to shelter & safety for all” is the mission statement of the volunteer-led Fern Ridge Advocates for the Unhoused Group (FRAUG) that the City collaborates with on community health issues

Recent Accomplishments

- Hosting well-attended National Night Out community gathering events in 2021 and 2022 that won awards from the National Night Out organization for the 2nd year in a row and continues to grow year to year
- Updating the City's transitional housing ordinance to provide flexibility for transitional housing programs and comply with recent Oregon statutory changes affecting how cities regulate public spaces
- Adopting the 2023 Hazard Mitigation Plan in conjunction with Lane County.
- Preparing and training staff to be up to date and knowledge on National Incident Emergency System (NIMS) protocol in the event of an emergency

General Fund Resources and Requirements

GENERAL FUND						
2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
1,365,006	1,751,920	2,246,700	BEGINNING FUND BALANCE	1,993,100	1,993,100	1,993,100
3,779	5,889	5,900	Property Taxes-Prior Years	4,400	4,400	4,400
584	479	500	Interest on Property Taxes	400	400	400
2,869	2,317	2,700	Payments in Lieu of Taxes	2,500	2,500	2,500
89,661	92,592	92,600	Emerald PUD Franchise Fees	81,400	81,400	81,400
26,219	27,848	27,900	Lane Electric Franchise Fees	29,200	29,200	29,200
-	-	500	Telephone Co. Franchise Fees	-	-	-
19,090	18,368	18,100	Cable Co. Franchise Fees	16,000	16,000	16,000
16,033	17,530	14,600	Garbage Co. Franchise Fees	15,800	15,800	15,800
95,487	102,852	97,000	State Liquor Tax	106,100	106,100	106,100
4,087	3,872	3,700	State Cigarette Tax	3,500	3,500	3,500
21,971	17,970	24,900	SDC Administrative Fees	16,000	16,000	16,000
626	189	200	FRSD #28J Excise Admin Fees	700	700	700
6,325	4,470	5,900	Lien Search Fees	4,700	4,700	4,700
8,954	48,088	50,000	Interest Income	39,500	39,500	39,500
43,744	44,796	43,700	Land Lease	48,400	48,400	48,400
-	-	-	From Other Fund	-	-	-
-	2,000	2,000	From Zumwalt Campground Fund	2,000	2,000	2,000
-	1,000	1,000	From Business Assistance Fund	1,000	1,000	1,000
-	-	-	URA Staff Reimbursement	-	-	-
-	5,000	5,000	URA Administrative Agreement	5,000	5,000	5,000
8,277	20,185	5,000	Municipal Court Fines	11,200	11,200	11,200
750	450	500	Tree Felling Permits/Fines	500	500	500
-	-	-	Ordinance Enf. Reimbursements	-	-	-
1,554	1,699	2,000	Animal Control Fees/Licenses	1,000	1,000	1,000
2,874	3,017	2,600	Business Registrations	3,100	3,100	3,100
775	875	500	Regulatory Business Permits	600	600	600
2,960	3,221	3,500	Transient Room Tax	2,700	2,700	2,700
700	-	-	VenetaWorks Fees	-	-	-
10,697	11,494	11,000	Grant-Lane Co Tourism (RMTP)	11,000	11,000	11,000
596,507	639,360	200,000	Grant Awards	50,000	50,000	50,000
-	-	320,000	From Urban Renewal Agency	712,000	712,000	712,000
9,680	5,775	1,000	Miscellaneous Sources	7,700	7,700	7,700
-	25,000	10,000	Business OR Grants	-	-	-
2,339,208	2,858,254	3,199,000	Total Resources, except taxes to be levied	3,169,500	3,169,500	3,169,500
		346,398	Taxes estimated to be received	363,600	363,600	363,600
309,718	335,548		Taxes collected in year levied			
2,648,926	3,193,802	3,545,398	TOTAL RESOURCES	3,533,100	3,533,100	3,533,100

EXPENDITURES						
Admin Personnel Services						
195,340	217,680	255,300	Wages	288,200	288,200	288,200
-	-	-	Unemployment Reimbursement	-	-	-
18,866	23,054	18,600	W/C and FICA Benefits	24,100	24,100	24,100
34,882	32,920	47,100	Health/Life Insurance	47,700	47,700	47,700
48,394	55,128	63,700	PERS	69,900	69,900	69,900
297,483	328,783	384,700	Admin Personnel Services Total	429,900	429,900	429,900
3.27	3.33	3.27	TOTAL FULL-TIME EQUIVALENT (FTE)		3.39	3.39
Admin Materials & Services						
85,563	74,361	20,000	Admin Supplies & Services	61,900	61,900	61,900
4,324	11,845	11,600	Employee TRN,DEV,MEM	7,800	7,800	7,800
169	3,026	2,600	Publishing Costs	1,500	1,500	1,500
7,167	9,026	2,200	Telephone Services	5,600	5,600	5,600
5,860	5,904	6,300	Electricity	5,700	5,700	5,700
3,452	3,335	3,100	Water/Sewer Fees	3,400	3,400	3,400
6,183	7,251	22,800	Building Maint/Janitorial Sup	10,000	10,000	10,000
260	29	100	Safety Program & Supplies	200	200	200

General Fund

Resources and Requirements

2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
-	-	10,000	Training & Conferences	600	600	600
231	338	200	Mileage Lodging & Other Travel	400	400	400
6,818	2,643	6,800	Miscellaneous/Discretionary	3,800	3,800	3,800
2,320	5,700	5,000	Training & Travel-Officials	3,700	3,700	3,700
12,324	61,605	30,000	Public Relations	34,700	34,700	34,700
33	353	200	Recognitions	-	-	-
-	-	-	Wellness Program	-	-	-
80	-	100	Refunds	100	100	100
1,495	1,615	200	Penalties/Interest	1,100	1,100	1,100
4,889	4,716	3,000	Office Equipment & Furnishings	3,300	3,300	3,300
44,981	27,485	31,100	Attorney & Legal Services	27,500	27,500	27,500
11,296	13,635	16,500	General Property/Liability Ins	15,300	15,300	15,300
694	694	1,000	Employee Bond Insurance	800	800	800
1,100	2,313	6,600	Audit & Filing Fees	7,400	7,400	7,400
14,543	17,874	11,900	Computer System Support-Maint	13,000	13,000	13,000
1,545	1,613	1,900	Internet & Web Site Fees	1,800	1,800	1,800
-	-	2,200	Janitorial Services Contract	-	-	-
-	-	12,200	Low Income Housing Assistance	-	-	-
10,574	13,103	16,800	Tourism Support/Projects	10,300	10,300	10,300
-	-	4,500	Engineering Fees	-	-	-
-	-	1,300	Long Tom Watershed Coun- TMDL	1,300	1,300	1,300
580	-	-	CARES COVID-19 Related	-	-	-
1,088	1,347	-	ARPA Related-COVID 19	1,300	1,300	1,300
-	-	15,000	Urban Forest Program	12,000	12,000	12,000
2,453	2,141	1,700	Fern Ridge Service Center	1,800	1,800	1,800
44,991	12,037	49,300	Other Professional Services	27,700	27,700	27,700
788	885	500	Equip & Vehicle Maint & Repair	800	800	800
275,804	284,874	296,700	Admin Materials & Services Total	264,800	264,800	264,800
Admin Capital Outlay						
-	65,154	130,000	System Expansion	15,000	15,000	15,000
-	4,275	25,000	Equipment & Furnishings	5,200	5,200	5,200
-	-	-	Equipment	-	-	-
-	69,429	155,000	Admin Capital Outlay Total	20,200	20,200	20,200
HR Materials & Services						
-	25	100	Admin Supplies and Services	100	100	100
222	4,233	10,000	Recruitment	1,500	1,500	1,500
447	339	800	Employee Wellness Program	1,000	1,000	1,000
643	31	2,100	Employee Recognition	7,700	7,700	7,700
-	-	25,000	Other Professional Services	3,500	3,500	3,500
1,312	4,628	38,000	HR Materials & Services Total	13,800	13,800	13,800
Court Personnel Services						
26,330	30,941	35,400	Wages	Req'ted & Approved move to Law Enf. Fund		Adopted
2,135	2,796	3,100	W/C and FICA Benefits	Req'ted & Approved move to Law Enf. Fund		Adopted
9,058	7,074	7,700	Health/Life Insurance	Req'ted & Approved move to Law Enf. Fund		Adopted
7,196	8,691	10,500	PERS	Req'ted & Approved move to Law Enf. Fund		Adopted
44,719	49,501	56,700	Court Personnel Services Total	-	-	-
0.49	0.49	0.49	TOTAL FULL-TIME EQUIVALENT (FTE)	Req'ted & Approved move to Law Enf. Fund		Adopted
Court Materials & Services						
304	310	400	Admin Supplies & Services	Req'ted & Approved move to Law Enf. Fund		Adopted
1,250	816	1,100	Employee TRN,DEV,MEM	Req'ted & Approved move to Law Enf. Fund		Adopted
496	670	500	Building Maint/Janitorial Sup	Req'ted & Approved move to Law Enf. Fund		Adopted
-	-	100	Office Machine Leases	Req'ted & Approved move to Law Enf. Fund		Adopted
-	-	200	Training & Conferences	Req'ted & Approved move to Law Enf. Fund		Adopted
23	408	100	Mileage Lodging & Other Travel	Req'ted & Approved move to Law Enf. Fund		Adopted
-	-	100	Public Relations	Req'ted & Approved move to Law Enf. Fund		Adopted
912	1,700	2,000	Refunds	Req'ted & Approved move to Law Enf. Fund		Adopted
-	-	100	Restitution - Court Ordered	Req'ted & Approved move to Law Enf. Fund		Adopted
-	-	100	Witness Fees	Req'ted & Approved move to Law Enf. Fund		Adopted

General Fund

Resources and Requirements

2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
-	-	100	Municipal Court Supplies	Req'ted & Approved move to Law Enf. Fund	Adopted	
-	-	400	Attorney & Legal Services	Req'ted & Approved move to Law Enf. Fund	Adopted	
1,649	1,448	2,300	General Property/Liability Ins	Req'ted & Approved move to Law Enf. Fund	Adopted	
-	338	800	Audit & Filing Fees	Req'ted & Approved move to Law Enf. Fund	Adopted	
2,922	3,699	4,000	Computer System Support-Maint	Req'ted & Approved move to Law Enf. Fund	Adopted	
212	179	300	Internet & Web Site Fees	Req'ted & Approved move to Law Enf. Fund	Adopted	
4,452	4,452	4,700	Judicial Services	Req'ted & Approved move to Law Enf. Fund	Adopted	
12,218	14,019	17,300	Court Materials & Services Total	-	-	-
Court Capital Outlay						
-	-	2,700	Equipment & Furnishings	Req'ted & Approved move to Law Enf. Fund	Adopted	
-	-	2,700	Court Capital Outlay Total	-	-	-
Code Enf Personnel Services						
30,630	33,709	-	Wages	Moved to Law Enforcement Fund in Fiscal Year 2023-2024		
2,647	3,351	-	W/C and FICA Benefits	Moved to Law Enforcement Fund in Fiscal Year 2023-2024		
10,002	6,914	-	Health/Life Insurance	Moved to Law Enforcement Fund in Fiscal Year 2023-2024		
8,280	9,333	-	PERS	Moved to Law Enforcement Fund in Fiscal Year 2023-2024		
51,558	53,307	-	Code Enf Personnel Services Total	-	-	-
0.54	0.54	TOTAL FULL-TIME EQUIVALENT (FTE)			<i>Moved to Law Enforcement Fund in Fiscal Year 2023-2024</i>	
Code Enf Materials & Services						
522	685	-	Admin Supplies & Services	Moved to Law Enforcement Fund in Fiscal Year 2023-2024		
311	234	-	Employee TRN,DEV,MEM	Moved to Law Enforcement Fund in Fiscal Year 2023-2024		
676	1,308	-	Building Maint/Janitorial Sup	Moved to Law Enforcement Fund in Fiscal Year 2023-2024		
-	-	-	Office Machine Leases	Moved to Law Enforcement Fund in Fiscal Year 2023-2024		
-	-	-	Training & Conferences	Moved to Law Enforcement Fund in Fiscal Year 2023-2024		
-	-	-	Mileage Lodging & Other Travel	Moved to Law Enforcement Fund in Fiscal Year 2023-2024		
-	-	-	Public Relations	Moved to Law Enforcement Fund in Fiscal Year 2023-2024		
-	65	-	Animal Control: Supplies/Admin	Moved to Law Enforcement Fund in Fiscal Year 2023-2024		
-	-	-	Animal Control: Voucher Progr	Moved to Law Enforcement Fund in Fiscal Year 2023-2024		
2,290	4,598	-	Animal Control: Feral Program	Moved to Law Enforcement Fund in Fiscal Year 2023-2024		
-	-	-	Attorney & Legal Services	Moved to Law Enforcement Fund in Fiscal Year 2023-2024		
1,710	2,151	-	General Property/Liability Ins	Moved to Law Enforcement Fund in Fiscal Year 2023-2024		
-	350	-	Audit & Filing Fees	Moved to Law Enforcement Fund in Fiscal Year 2023-2024		
492	1,863	-	Computer System Support-Maint	Moved to Law Enforcement Fund in Fiscal Year 2023-2024		
220	185	-	Internet & Web Site Fees	Moved to Law Enforcement Fund in Fiscal Year 2023-2024		
594	1,570	-	Ordinance Enforcement Services	Moved to Law Enforcement Fund in Fiscal Year 2023-2024		
1,078	3,765	-	Animal Control Contract	Moved to Law Enforcement Fund in Fiscal Year 2023-2024		
7,891	16,773	-	Code Enf Materials & Services Total	-	-	-
Fern Ridge Serv Ctr Capital Outlay						
-	77,458	-	System Improvements	50,000	50,000	50,000
Public Safety Personnel Services						
24,751	22,215	25,300	Wages	39,300	39,300	25,800
2,672	2,261	2,100	W/C and FICA Benefits	3,300	3,300	2,200
5,100	2,589	5,200	Health/Life Insurance	7,700	7,700	5,300
4,977	5,762	7,000	PERS	11,000	11,000	7,600
37,499	32,828	39,600	Public Safety Personnel Services Total	61,300	61,300	40,900
0.35	0.35	0.35	TOTAL FULL-TIME EQUIVALENT (FTE)	0.47	0.47	0.47
Public Safety Materials & Services						
776	230	2,000	Admin Supplies & Services	600	600	600
464	1,494	2,000	Employee TRN,DEV,MEM	900	900	900
347	470	600	Building Maint/Janitorial Sup	500	500	500
-	880	1,200	Training & Conferences	300	300	300
-	264	100	Mileage Lodging & Other Travel	100	100	100
50	-	100	Miscellaneous/Discretionary	100	100	100
-	454	600	Public Relations	800	800	800
1,160	733	1,600	General Property/Liability Ins	1,500	1,500	1,500
-	238	600	Audit & Filing Fees	700	700	700
252	1,259	1,300	Computer System Support-Maint	900	900	900
149	126	200	Internet & Web Site Fees	200	200	200

General Fund

Resources and Requirements

2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
40,000	-	10,000	Wildfire Preparedness	15,000	15,000	15,000
136	1,500	2,000	Other Professional Services	700	700	700
43,335	7,648	22,300	Public Safety Materials & Services Total	22,300	22,300	22,300
Public Safety Capital Outlay						
-	-	200,000	System Improvements	30,000	30,000	-
-	25,000	10,000	Business OR Grants	-	-	-
-	25,000	210,000	Public Safety Capital Outlay Total	30,000	30,000	-
Econ Dev Personnel Services						
28,630	40,457	62,500	Wages	25,800	25,800	61,700
2,791	4,515	3,400	W/C and FICA Benefits	2,200	2,200	5,300
5,122	5,998	8,600	Health/Life Insurance	5,300	5,300	8,300
5,837	10,938	11,600	PERS	7,600	7,600	13,200
42,380	61,909	86,100	Econ Dev Personnel Services Total	40,900	40,900	88,500
0.58	0.51	0.58	TOTAL FULL-TIME EQUIVALENT (FTE)		0.33	0.33
Econ Dev Materials & Services						
1,322	1,816	11,100	Admin Supplies & Services	1,400	1,400	1,400
1,274	3,563	600	Employee TRN, DEV, MEM	2,000	2,000	2,000
1,062	1,245	2,200	Building Maint/Janitorial Sup	1,000	1,000	1,000
-	65	1,100	Training & Conferences	100	100	100
-	652	1,100	Mileage Lodging & Other Travel	300	300	300
-	-	1,100	Miscellaneous/Discretionary	100	100	100
-	125	5,200	Public Relations	1,700	1,700	1,700
7,074	4,396	-	Pop Up Retail	-	-	-
1,710	1,449	2,300	General Property/Liability Ins	2,200	2,200	2,200
-	350	600	Audit & Filing Fees	1,300	1,300	1,300
372	1,886	2,000	Computer System Support-Maint	1,300	1,300	1,300
220	281	200	Internet & Web Site Fees	200	200	200
25,303	21,247	120,000	Five Year Economic Development	75,000	75,000	75,000
12,750	-	50,000	Other Professional Services	35,000	35,000	35,000
-	-	25,000	Grant Matching	-	-	-
10,000	-	-	Grant Award Expenditure	300,000	300,000	300,000
61,086	37,076	222,500	Econ Dev Materials & Services Total	421,600	421,600	421,600
Econ Dev Capital Outlay						
-	30,405	850,000	System Expansion	1,511,300	1,511,300	562,000
-	-	2,800	Equipment & Furnishings	-	-	-
-	30,405	852,800	Econ Dev Capital Outlay Total	1,511,300	1,511,300	562,000
Interfund Transfers						
20,000	60,000	75,000	To Building Inspection Fund	-	-	-
-	-	-	To Sewer Fund	-	-	914,000
20,000	60,000	75,000	Interfund Transfers Total	-	-	914,000
-	-	170,000	Operating Contingency	200,000	200,000	210,000
5.23	5.22	4.69	TOTAL FULL-TIME EQUIVALENT (FTE)		4.19	4.19
895,284	1,153,638	2,629,400	TOTAL EXPENDITURES	3,066,100	3,066,100	3,038,000
1,753,642	2,040,164		ENDING FUND BALANCE			
		915,998	ESTIMATED ENDING FUND BALANCE	467,000	467,000	495,100
2,648,926	3,193,802	3,545,398	TOTAL REQUIREMENTS	3,533,100	3,533,100	3,533,100

Law Enforcement Fund



The Law Enforcement Fund supports the City of Veneta's police services contract with Lane County Sheriff's Office (LCSO). This fund is largely supported by a City public safety fee and property taxes.

2023-24 Adopted Budget: \$1,652,275

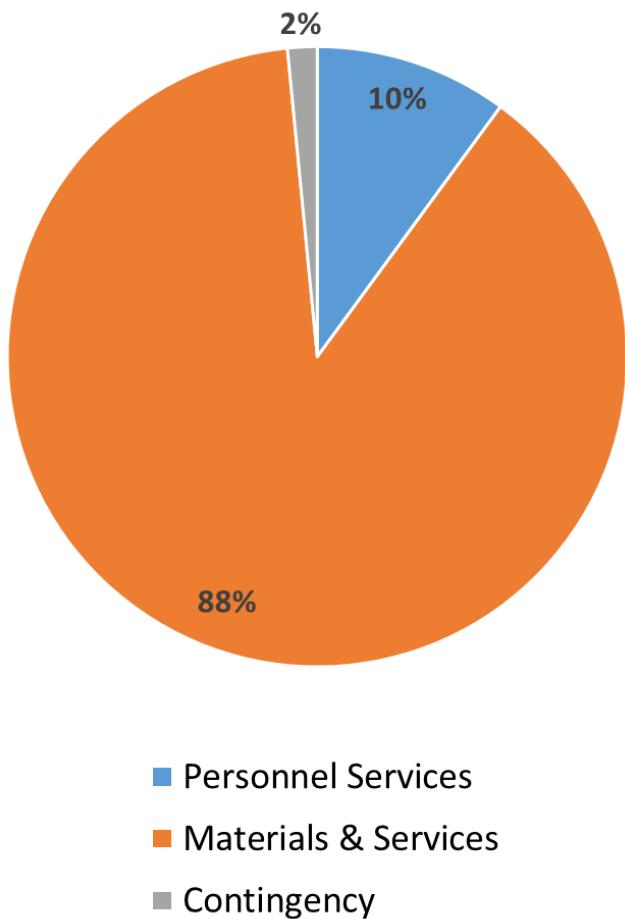
2024-25 Adopted Budget: \$1,693,900

2024-25 LCSO Contract Full-Time
Equivalents (FTE): 4.0 Deputies; 0.5 Sergeant; 0.52 Code Enforcement

2024-25 Key Initiatives

- Moved the City's court activities, a total of \$114,700 from the General Fund to the Law Enforcement Fund to place public safety efforts in one fund
- Resolution No. 1334 adopted in September 2021 set the Public Safety Fee at \$4.00/month, effective January 2022.
- City Council annually evaluates the need to adjust the Public Safety fee rate. For 2024-25 the rate was adjusted \$2.00 to support additionally code enforcement activities and the increased cost for LCSO services.
- Continued enhanced traffic enforcement presence to promote pedestrian safety
- Partnering with property owners to abate and prevent trespass and nuisance behaviors
- Being a positive influence in Veneta with the annual National Night Out event every August

Law Enforcement Fund



Law Enforcement Fund

Mission

Deliver a community law enforcement philosophy within the City with the assigned Deputy Sheriffs giving priority under normal working conditions to the pursuit of community law enforcement goals and implementation of community law enforcement best practices.

Overview

The Veneta City Administrator manages the City's contract for police services with Lane County Sheriff's Office (LCSO) and provides recommendations on those services. The control and final decision-making authority with regard to the manner of operation of the Deputy Sheriffs remains with the Lane County Sheriff or the Sheriffs designee. The City provides a fully-equipped office and a remote storage office for LCSO operations.

LCSO provides 20 hours of daily police services coverage. Services include patrol with citation to Veneta Municipal Court, investigation, school zone monitoring, code enforcement assistance, engagement with Neighborhood Watch, partnering with Lane Fire Authority on safety matters, supporting City stakeholders pursuing unhoused solutions, and community event support.

Long-term Objectives

- Provide the Veneta community a visible safety presence through patrols and community engagement
- Deliver cost-effective and compassionate police services that fit Veneta's welcoming small-town feel

Recent Accomplishments

- Received award recognition for participating in a successful National Night Out event for the 2nd year in a row in 2022-2023. This annual event continues to grow year to year and increase awareness of our local law enforcement and partnering organizations.
- Collaborating with City staff on addressing sensitive investigations and communicating with citizens.
- Partnering with the local Kiwanis to distribute gift cards to persons in need.
- Partnered with the Veneta-Fern Ridge Chamber of Commerce, Lane County Sheriff's Office, and Neighborhood Watch to develop an annual Public Safety Forum for businesses to come together to address public safety concerns
- Increased enforcement of improperly parked vehicles within city limits

Law Enforcement Fund

Resources and Requirements

LAW ENFORCEMENT FUND

2022 Actual	2023 Actual	2024 Adopted	Description RESOURCES	2025 Requested	2025 Approved	2025 Adopted
342,118	494,487	554,800	BEGINNING FUND BALANCE	498,100	498,100	498,100
11,252	17,930	15,200	Property Taxes-Prior Years	13,200	13,200	13,200
1,696	1,451	2,100	Interest on Property Taxes	1,300	1,300	1,300
25,267	24,658	22,000	Communication License Fees	17,800	17,800	17,800
6,776	6,926	6,900	State Marijuana Tax	9,500	9,500	9,500
28,178	25,470	23,900	City Marijuana Tax	24,300	24,300	24,300
56,027	104,913	101,300	Public Safety Fee	152,100	152,100	152,100
2,020	17,950	14,500	Interest Income	13,900	13,900	13,900
10,000	10,000	0	From Zumwalt Fund	6,600	6,600	6,600
0	0	0	Animal Control Fees/Licenses	300	300	300
0	0	0	Miscellaneous Sources	-	-	-
483,334	703,786	740,700	Total Resources, except taxes to be levied	737,100	737,100	737,100
946,239.92	883,017.59	911,575.00	Taxes estimated to be received	956,800	956,800	956,800
1,429,574	1,586,804	1,652,275	TOTAL RESOURCES	1,693,900	1,693,900	1,693,900
EXPENDITURES						
Code Enf Personnel Services						
0	0	54,700	Wages	43,900	43,900	43,900
0	0	6,700	W/C and FICA Benefits	3,800	3,800	3,800
0	0	16,900	Health/Life Insurance	8,600	8,600	8,600
0	0	22,800	PERS	13,000	13,000	13,000
		101,100	Code Enf Personnel Services Total	69,300	69,300	69,300
0.54	0.54	1.14	TOTAL FULL-TIME EQUIVALENT (FTE)	0.72	0.72	0.72
Materials & Services						
Code Enf Materials & Services						
-	-	700	Admin Supplies & Services	600	600	600
-	-	500	Employee TRN,DEV,MEM	400	400	400
-	-	600	Building Maint/Janitorial Sup	1,100	1,100	1,100
-	-	100	Office Machine Leases	-	-	-
-	-	100	Training & Conferences	200	200	200
-	-	100	Mileage Lodging & Other Travel	-	-	-
-	-	100	Public Relations	-	-	-
-	-	200	Animal Control: Supplies/Admin	200	200	200
-	-	4,300	Animal Control: Feral Program	1,100	1,100	4,000
-	-	400	Attorney & Legal Services	2,500	2,500	2,500
-	-	2,300	General Property/Liability Ins	2,200	2,200	2,200
-	-	200	Audit & Filing Fees	700	700	700
-	-	1,400	Computer System Support-Maint	6,300	6,300	6,300
-	-	300	Internet & Web Site Fees	200	200	200
-	-	2,500	Ordinance Enforcement Services	18,800	18,800	18,800
-	-	1,200	Animal Control Contract	2,100	2,100	2,100
-	-	15,000	Code Enf Materials & Services Total	36,400	36,400	39,300
Law Enf Materials & Services						
6,801	10,981	10,400	Admin Supplies & Services	6,400	6,400	6,400
469	967	1,100	Telephone Services	800	800	800
1,563	0	600	Electricity	600	600	600
1,118	856	200	Building Maint/Janitorial Sup	900	900	900
0	3,965	500	Office Equipment & Furnishings	1,400	1,400	1,400
0	548	100	Internet & Website Fees	1,300	1,300	1,300
921,446	956,738	1,015,500	Law Enforcement Contract	1,079,656	1,079,656	1,079,656
0	0	0	Other Professional Services	-	-	-
931,397	974,056	1,028,400	Materials & Services Total	1,091,056	1,091,056	1,091,056

Law Enforcement Fund Resources and Requirements

2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
Court Personnel Services						
-	-	-	Wages	38,444	38,444	39,300
-	-	-	W/C and FICA Benefits	3,300	3,300	3,300
-	-	-	Health/Life Insurance	7,700	7,700	7,700
-	-	-	PERS	11,000	11,000	11,000
Court Personnel Services Total				60,444	60,444	61,300
<i>TOTAL FULL-TIME EQUIVALENT (FTE)</i>				0.47	0.47	0.47
Court Materials & Services						
-	-	-	Admin Supplies & Services	400	400	400
-	-	-	Employee TRN,DEV,MEM	1,200	1,200	1,200
-	-	-	Building Maint/Janitorial Sup	600	600	600
-	-	-	Office Machine Leases	-	-	-
-	-	-	Training & Conferences	-	-	-
-	-	-	Mileage Lodging & Other Travel	200	200	200
-	-	-	Public Relations	-	-	-
-	-	-	Refunds	1,200	1,200	1,200
-	-	-	Restitution - Court Ordered	-	-	-
-	-	-	Witness Fees	-	-	-
-	-	-	Municipal Court Supplies	-	-	-
-	-	-	Attorney & Legal Services	1,200	1,200	1,200
-	-	-	General Property/Liability Ins	2,200	2,200	2,200
-	-	-	Audit & Filing Fees	1,300	1,300	1,300
-	-	-	Computer System Support-Maint	3,800	3,800	3,800
-	-	-	Internet & Web Site Fees	200	200	200
-	-	-	Judicial Services	4,400	4,400	4,400
Court Materials & Services Total				16,700	16,700	16,700
2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
Court Capital Outlay						
-	-	-	Equipment & Furnishings	-	-	-
Court Capital Outlay Total				-	-	-
30,000 Operating Contingency				20,000	20,000	20,000
0.54	0.54	1.14	<i>TOTAL FULL-TIME EQUIVALENT (FTE)</i>	1.19	1.19	1.19
931,397	974,056	1,174,500	TOTAL EXPENDITURES	1,293,900	1,293,900	1,297,656
498,177	612,748		ENDING FUND BALANCE			
			477,775 ESTIMATED ENDING FUND BALANCE	400,000	400,000	396,244
1,429,574	1,586,804	1,652,275	TOTAL REQUIREMENTS	1,693,900	1,693,900	1,693,900

Parks and Recreation Fund



The Parks and Recreation Fund is a non-major special revenue fund which supports functions related to building and maintaining parks and recreational opportunities in Veneta. Funds are largely sourced from property taxes and grants.

2023-24 Adopted Budget: \$1,532,961

2024-25 Adopted Budget: \$3,410,771

2024-25 Full-Time Equivalents (FTE): 4.95

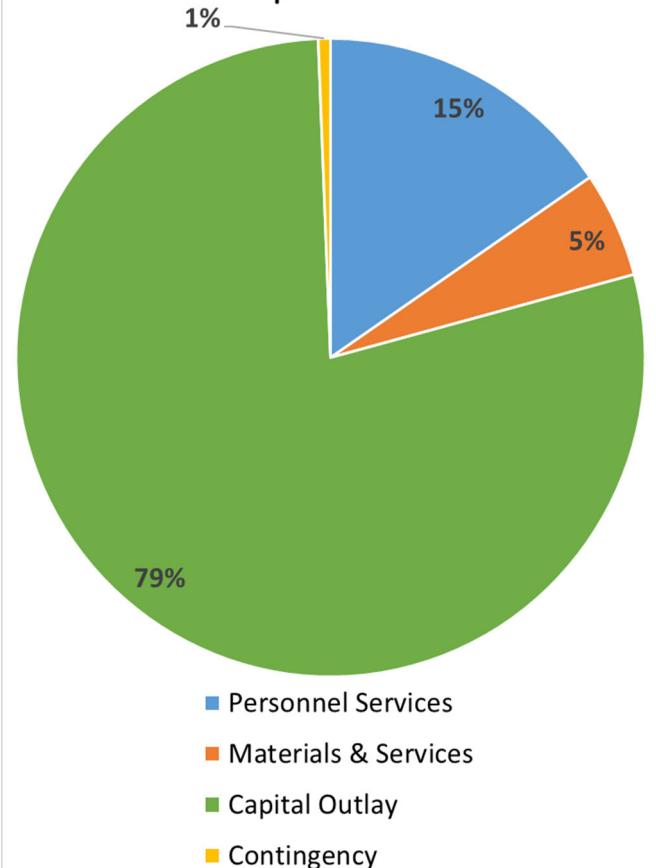
Department Divisions

- Parks Department
- Pool Department
- Community Center Department

2024-25 Key Initiatives

- Upgrade security at parks and pool
- Open the newly constructed unleashed dog park to the public in the spring '24
- Open the newly constructed Pickle Ball Courts to the Public in Fall '24
- Conduct seismic analysis for the Veneta Community Center
- Bolton Hill—Expand lot for additional access and parking, and continue to explore business operating plans in partnership with TSP

Parks & Recreation Fund
Expenditures



Parks and Recreation Fund

Mission

Provide beautiful and well-maintained parks and recreational spaces for all Veneta citizens. Build pool programming that ensures the pool is accessible for users of all ages. Pursue opportunities to improve park and recreational spaces.

Overview

Parks are managed in tandem between the Community Development Department, which provides strategic planning and design services, and the Public Works Department, which provides maintenance and repair services. The Park Board serves as the City's advisory arm for parks and also plans community events like the Easter Egg Hunt.

The current inventory of Veneta parks includes:

- *City Park*
- *Oak Island Park*
- *Bolton Hill Sports Complex*
- *Ralph Johnson Park*
- *Territorial Park*
- *Bark and Whistle Dog Park*
- *Fern Park*
- *5th St Park*
- *Pool* - The Veneta Community Pool is led by the Pool Manager and staffed by a part-time lifeguard staff. The Pool offers recreational opportunities during the summer including swim lessons, free swim, and pool events
- *Community Center* - The Community Center is a rentable space used by a variety of community organizations and private parties. The Center is managed between the Finance and Administrative Services Department and the Public Works Department

Long-Term Objectives

- Update the Bolton Hill Sports Complex Master Plan and begin improvements
- Design for expansion and/or upgrade of Community Center
- Develop parks, paths and trails as designated in the Veneta Parks, Recreation, and Open Space Master Plan

Recent Accomplishments

- Development of conceptual plans for a new Community Center
- Installation of new restroom building at City Park
- Acquisition of two concrete picnic table for Fern Park and Bark and Whistle Dog Park
- Successful execution of Park Board Events, such as 2nd Veneta Celebration Run, VenetaHaunts, and the Annual Easter Egg Hunt
- Construction of a new off-leash dog park along with the addition of 4 pickleball courts within Territorial Park
- Acquired over an acre of new park land, expected to more than double the City's existing Oak Island Park.

Parks and Recreation Fund

Resources and Requirements

PARK AND RECREATION FUND						
2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
			RESOURCES			
780,900	750,953	397,000	BEGINNING FUND BALANCE	731,600	731,600	825,100
3,207	5,202	4,000	Property Taxes-Prior Years	3,900	3,900	3,900
446	408	300	Interest on Property Taxes	300	300	300
61,343	66,397	65,000	State Revenue Sharing	60,400	60,400	60,400
6,776	6,926	6,900	State Marijuana Tax	3,400	3,400	3,400
28,178	25,470	23,900	City Marijuana Tax	24,300	24,300	24,300
4,348	20,932	18,400	Interest Income	17,600	17,600	17,600
10,000	20,000	22,500	From Zumwalt Fund	45,000	45,000	45,000
-	75,000	50,000	Grant Awards	175,000	175,000	175,000
40,000	46,400	500,000	From Urban Renewal Agency	1,730,000	1,730,000	1,730,000
4,000	4,570	1,800	Community Center Rentals	4,800	4,800	4,800
75,730	84,292	55,400	Pool Use Fees	72,100	72,100	72,100
170	50	900	Park Program Donations	-	-	-
7,728	3,099	3,800	Park Board Fundraising	6,100	6,100	6,100
4,000	2,326	200	Miscellaneous Sources	2,600	2,600	2,600
1,026,826	1,112,026	1,150,100	Total Resources, except taxes to be levied	2,877,100	2,877,100	2,970,600
		382,861	Taxes estimated to be received	440,171	440,171	440,171
275,301	370,867		Taxes collected in year levied			
1,302,127	1,482,893	1,532,961	TOTAL RESOURCES	3,317,271	3,317,271	3,410,771

EXPENDITURES						
Park Personnel Services						
88,899	107,898	144,100	Wages	158,900	158,900	158,900
8,553	11,218	13,300	W/C and FICA Benefits	13,600	13,600	13,600
27,617	20,628	30,300	Health/Life Insurance	32,100	32,100	32,100
22,168	27,546	42,000	PERS	47,400	47,400	47,400
147,238	167,290	229,700	Park Personnel Services Total	252,000	252,000	252,000
1.88	1.88	2.11	TOTAL FULL-TIME EQUIVALENT (FTE)	2.36	2.36	2.36
Park Materials & Services						
501	1,562	2,100	Admin Supplies & Services	1,600	1,600	1,600
2,896	1,245	1,500	Employee TRN,DEV,MEM	1,800	1,800	1,800
324	-	-	Publishing Costs	200	200	200
1,546	1,927	2,100	Telephone Services	1,800	1,800	1,800
3,828	3,823	3,900	Electricity	3,400	3,400	3,400
1,432	3,544	3,700	Building Maint/Janitorial Sup	2,200	2,200	2,200
669	166	300	Safety Program & Supplies	700	700	700
-	-	-	Training & Conferences	-	-	-
46	5	100	Mileage Lodging & Other Travel	100	100	100
-	-	-	Public Relations	-	-	-
130	630	600	Refunds	400	400	400
211	-	-	Office Equipment & Furnishings	100	100	100
729	1,929	2,300	Small Tools & Equipment	2,000	2,000	2,000
2,530	2,190	2,900	Attorney & Legal Services	1,900	1,900	1,900
3,175	3,594	4,800	General Property/Liability Ins	4,400	4,400	4,400
400	1,025	2,400	Audit & Filing Fees	2,900	2,900	2,900
3,738	5,310	5,300	Computer System Support-Maint	4,600	4,600	4,600
444	380	500	Internet & Web Site Fees	400	400	400
6,389	-	-	Other Professional Services	2,200	2,200	2,200
4,438	6,078	7,000	Equip & Vehicle Maint & Repair	4,700	4,700	4,700
24,538	22,374	35,500	Park Maintenance	20,000	20,000	20,000
9,748	10,852	10,100	Water/Sewer Fees	11,600	11,600	11,600
2,106	1,049	1,200	Park Board Events & Activities	5,000	5,000	5,000
17	-	7,500	Park Board Use of Fundraising	7,500	7,500	7,500
69,835	67,684	93,800	Park Materials & Services Total	79,500	79,500	79,500

Parks and Recreation Fund

Resources and Requirements

2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
Park Capital Outlay						
96,187	80,945	550,000	Facilities Expansion	2,520,000	2,520,000	2,493,800
-	1,490	-	Equipment/Furnishings	11,800	11,800	11,800
96,187	82,435	550,000	Park Capital Outlay Total	2,531,800	2,531,800	2,505,600
Pool Personnel Services						
124,281	130,450	175,900	Wages	176,600	176,600	188,600
10,545	11,398	11,900	W/C and FICA Benefits	16,200	16,200	16,200
15,375	6,656	8,300	Health/Life Insurance	11,800	11,800	11,800
12,669	13,940	18,100	PERS	24,000	24,000	24,000
162,871	162,443	214,200	Pool Personnel Services Total	228,600	228,600	240,600
1.75	1.75	1.79	TOTAL FULL-TIME EQUIVALENT (FTE)		2.59	2.59
Pool Materials & Services						
3,159	3,365	2,500	Admin Supplies & Services	3,000	3,000	3,000
831	479	500	Employee TRN,DEV, MEM	700	700	700
804	862	300	Publishing	600	600	600
11,706	2,174	5,000	Building Maint/Janitorial Sup	5,400	5,400	5,400
634	1,308	1,500	Safety Program & Supplies	1,500	1,500	1,500
-	2,180	1,000	Training & Conferences	800	800	800
23	69	100	Mileage Lodging & Other Travel	100	100	100
-	-	150	Public Relations	-	-	-
246	241	300	Refunds	400	400	400
163	1	200	Office Equipment & Furnishings	100	100	100
2,200	-	5,500	Small Tools & Equipment	1,200	1,200	1,200
2,564	2,876	3,900	General Property/Liability Ins	3,600	3,600	3,600
-	525	3,200	Audit & Filing Fees	3,600	3,600	3,600
1,609	3,823	1,400	Computer System Support-Maint	2,500	2,500	2,500
659	757	700	Internet & Web Site Fees	800	800	800
46	-	100	Other Professional Services	100	100	100
12,611	10,999	20,000	Pool Operating Supplies	15,000	15,000	15,000
3,333	3,604	12,000	Pool Maintenance	5,700	5,700	5,700
-	-	1,500	Pool Bldg Janitorial - Maint	-	-	-
22,870	20,618	20,000	Pool Utilities	20,300	20,300	20,300
21,667	12,607	19,000	Pool Fuel	14,200	14,200	14,200
1,194	1,610	1,300	Concession Supplies	1,500	1,500	1,500
2,491	994	1,500	Lifeguard Training	1,200	1,200	1,200
-	-	500	Swim Team & Program Supplies	500	500	500
504	1,442	2,000	Swim Aide Fees	1,600	1,600	1,600
175	333	500	Pool Events	650	650	650
89,488	70,865	104,650	Pool Materials & Services Total	85,050	85,050	85,050
Community Ctr Materials & Services						
4	7	200	Admin Supplies & Services	100	100	100
1,488	1,421	4,700	Utilities	1,400	1,400	1,400
1,043	1,445	4,200	Building Maint/Janitorial Sup	1,200	1,200	1,200
205	280	300	Refunds	300	300	300
119	-	200	Office Equipment & Furnishings	100	100	100
1,832	2,154	3,200	General Property/Liability Ins	3,000	3,000	3,000
199	163	200	Internet & Web Site Fees	200	200	200
4,891	5,470	13,000	Community Ctr Materials & Services Total	6,300	6,300	6,300
Community Ctr Capital Outlay						
-	1,490	-	Equipment/Furnishings	-	-	-
-	1,490	-	Community Ctr Capital Outlay Total	-	-	-
Interfund Transfer						
-	-	-	to PW Equipment Fund	-	-	-
-	-	-	Interfund Transfer Total	-	-	-

Parks and Recreation Fund Resources and Requirements

2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
-	-	60,000	Operating Contingency	20,000	20,000	20,000
3.63	3.63	3.90	<i>TOTAL FULL-TIME EQUIVALENT (FTE)</i>	4.95	4.95	4.95
570,510	557,677	1,265,350	TOTAL EXPENDITURES	3,203,250	3,203,250	3,189,050
731,617	925,216		ENDING FUND BALANCE			
		267,611	ESTIMATED ENDING FUND BALANCE	114,021	114,021	221,721
1,302,127	1,482,893	1,532,961	TOTAL REQUIREMENTS	3,317,200	3,317,271	3,410,771

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Planning Fund



The Planning Fund is a non-major special revenue fund which supports functions related to managing development, comprehensive planning, and providing technical design services. The Planning Fund is largely funded by property taxes and system development charges.

2023-24 Adopted Budget: \$526,615

2024-25 Adopted Budget: \$482,000

2024-25 Full-Time Equivalents (FTE):
1.44

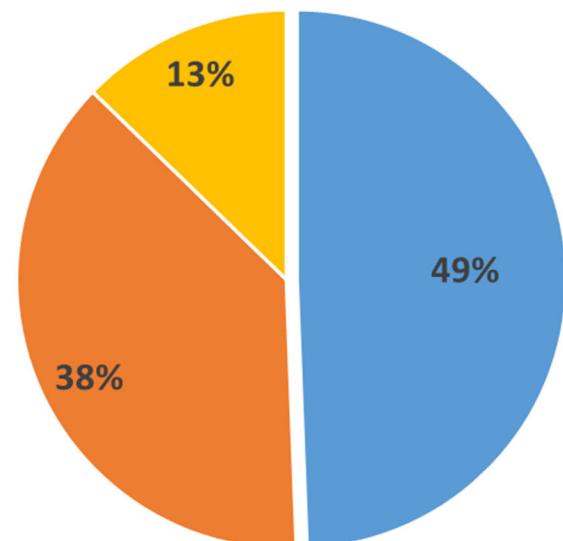
Department Divisions

- Comprehensive Planning
- Technical Design
- System Development Charges and Planning Fees Administration

2024-25 Key Initiatives

- Continue providing high-quality service at an increasing capacity
- Develop the predesign for E. Broadway extension, and Cheney Drive intersection.
- Create and implement the City's DEQ TMDL(Total Maximum Daily Load) program for stormwater management
- Achieve compliance with the DLCD Natural Hazards Community Assistance Visit (CAV) by the end of the fiscal year.

Planning Fund Expenditures



■ Personnel Services

■ Materials & Services

■ Contingency

Planning Fund

Mission

Make Veneta an attractive place to live and to build in, with amenities that will allow people to enjoy their hometown without having to travel to Eugene for every need. This includes the ability of people of all ages and physical abilities to safely and comfortably access all of Veneta's amenities (parks, pool, downtown, library, schools, etc.) without driving.

Overview

Operations

The Veneta Community Development Director leads the Community Development Department, of which the Planning Fund is a part. The Director provides operational and strategic oversight to an Associate Planner and contracted building services department.

The Director works in tandem with the Department and Planning Commission to ensure that planning applications are processed swiftly and accurately.

Planning and Ecological Services

The department administers codes and ordinances by regulating development, building construction, and providing municipal code compliance to ensure community safety and livability. The department also engages in long range planning projects such as Comprehensive Plan updates including but not limited to the preparation of transportation, park and other specific master plans.

Long-Term Objectives

- Site and build a dog park in Veneta
- Update the Bolton Hill Sports Complex Master Plan and begin improvements
- Pursue code housekeeping to make development in Veneta easier to understand
- Flood plain mapping for more exact understanding of flood plain locations
- Upgrade existing and develop new parks, paths and trails

Recent Accomplishments

- Adopted the 2023 Paths and Trails Master Plan
- Adopted the 2014 Eugene Stormwater Management Manual
- Adopted Erosion and Sediment Control code language
- Consolidated the Veneta Land Development and Land Division Ordinances into one unified document
- Adopted new Accessory Dwelling Unit (ADU) standards & updated residential development & design regulations
- Awarded and completed construction of Community Development Block Grant to assist the Fern Ridge Service Center on improvements to their food pantry distribution infrastructure
- Continued work with Lane County on Elmira-Veneta Multi-Use Path
- Site work has begun on a 128-unit apartment complex
- 442 lots approved in 6 separate subdivisions
- Received 45 land use applications in 2022, 77 in 2023, and 55 in 2024

Planning Fund Resources and Requirements

PLANNING FUND						
2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
			RESOURCES			
238,100	223,560	262,200	BEGINNING FUND BALANCE	223,500	223,500	223,500
2,268	3,586	3,000	Property Taxes-Prior Years	2,600	2,600	2,600
350	291	200	Interest on Property Taxes	200	200	200
32,475	33,912	44,100	Land Use Fees	26,700	26,700	26,700
20,426	46,085	28,800	Developer Reimbursements	69,000	69,000	69,000
1,356	7,147	6,000	Interest Income	6,500	6,500	6,500
-	856	-	Miscellaneous Sources	400	400	400
-	-	-	From Urban Renewal Agency	-	-	-
294,974	315,438	344,300	Total Resources, except taxes to be levied	328,900	328,900	328,900
		182,315	Taxes estimated to be received	153,100	153,100	153,100
189,279	176,603		Taxes collected in year levied			
484,254	492,041	526,615	TOTAL RESOURCES	482,000	482,000	482,000
EXPENDITURES						
			Personnel Services			
96,358	72,048	101,800	Wages	115,100	115,100	116,700
8,103	6,796	8,700	W/C and FICA Benefits	9,800	9,800	9,800
24,928	12,001	22,000	Health/Life Insurance	23,600	23,600	23,600
23,350	18,457	29,800	PERS	33,700	33,700	33,700
152,739	109,303	162,300	Personnel Services Total	182,200	182,200	183,800
1.82	1.47	1.49	TOTAL FULL-TIME EQUIVALENT (FTE)		1.44	1.44
			TOTAL FULL-TIME EQUIVALENT (FTE)		1.44	1.44
			Materials & Services			
25,501	37,194	18,000	Admin Supplies & Services	26,900	26,900	26,900
1,086	985	1,200	Employee TRN,DEV,MEM	1,200	1,200	1,200
2,106	3,776	2,900	Publishing Costs	3,100	3,100	3,100
1,293	2,028	4,000	Telephone Services	1,200	1,200	1,200
1,369	1,378	1,600	Electricity	1,400	1,400	1,400
516	498	500	Water/Sewer Fees	600	600	600
1,874	2,411	2,600	Building Maint/Janitorial Sup	2,300	2,300	2,300
-	-	-	Safety Programs & Supplies	-	-	-
-	-	-	Training & Conferences	-	-	-
116	13	100	Mileage Lodging & Other Travel	100	100	100
-	-	-	Training & Travel-Officials	-	-	-
-	-	-	Public Relations	500	500	500
5,916	4,507	6,000	Refunds	4,400	4,400	4,400
322	-	-	Office Equipment & Furnishings	200	200	200
4,370	14,534	15,000	Attorney & Legal Services	24,400	24,400	24,400
4,946	5,746	7,300	General Property/Liability Ins	6,800	6,800	6,800
150	1,013	2,400	Audit & Filing Fees	2,600	2,600	2,600
4,732	5,458	5,200	Computer System Support-Maint	7,000	7,000	7,000
636	536	700	Internet & Web Site Fees	500	500	500
52,838	31,802	35,100	Technical Review Services	56,100	56,100	56,100
183	-	49,000	Other Professional Services	1,500	1,500	1,500
107,951	111,880	151,600	Materials & Services Total	140,800	140,800	140,800
			Capital Outlay			
-	-	-	Equipment & Furnishings	-	-	-
-	-	-	Capital Outlay Total	-	-	-
-	-	50,000	Operating Contingency	49,000	49,000	47,400
1.82	1.47	1.49	TOTAL FULL-TIME EQUIVALENT (FTE)		1.44	1.44
260,690	221,182	363,900	TOTAL EXPENDITURES	372,000	372,000	372,000
223,564	270,859		ENDING FUND BALANCE			
		162,715	ESTIMATED ENDING FUND BALANCE	110,000	110,000	110,000
484,254	492,041	526,615	TOTAL REQUIREMENTS	482,000	482,000	482,000

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Street Fund



The Street Fund supports the maintenance of 22 miles of roadways within the scope of the City's public works department. This fund is largely supported by state & city gas taxes, franchise fees, and a street utility fee.

2023-24 Adopted Budget: \$6,066,900

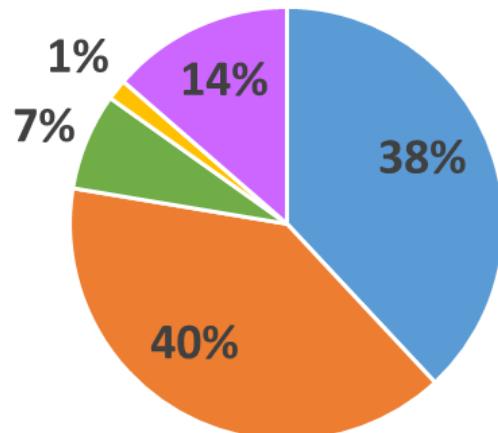
2024-25 Adopted Budget: \$3,366,600

2024-25 Full-Time Equivalents (FTE): 2.17
(Spot repairs.) Major projects are contracted.

2024-25 Key Initiatives:

- Continuing to pursue funding E. Hunter improvement project to add stormwater infrastructure, sidewalks, and bikepaths.
- Designating projects within the City's Pavement Preservation Plan to fund in the near future.
- Matching contributions towards Elmira-Veneta Multi-Use Path in partnership with Lane County
- Highway 126 Intersection– Gateway Beautification

Street Fund Expenditures



- Personnel Services
- Materials & Services
- Capital Outlay
- Transfers Out
- Contingency

Street Fund

Mission

The City works to improve the safety of the City's transportation and pedestrian grid, invest in the urbanization of city streets to include bicycle and pedestrian connectivity, and develop multi-use paths for the betterment of the community.

Overview

The Public Works Department manages all operations associated with the Street Fund and implementation of the City's Pavement Preservation Plan such as spot treatment, maintenance of stormwater facilities, watering hanging baskets in the Downtown Area, and the procurement of street services for major streets projects. The roads within the City that have the heaviest traffic are owned and maintained by either the Oregon Department of Transportation or Lane County. That leaves approximately 22 miles of roadways within the scope of the City's public works department.

Long-term Objectives

- Adding stormwater infrastructure, sidewalks, and bike path from Territorial to Crystal
- Providing matching funds for the Elimra-Veneta Multi Use Path project in partnership with Lane County
- Developing a pre-design for an extension project to connect E Broadway to Jameson Way for future development

Recent Accomplishments

- Completion of a full improvement design for East hunter from Territorial Road to Crystal Street
- Completion of the Pavement Preservation Plan ahead of schedule
- Adoption of a new Transportation SDC

Street Fund

Resources and Requirements

STREET FUND						
2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
RESOURCES						
2,472,090	2,942,758	3,028,200	BEGINNING FUND BALANCE	2,468,200	2,468,200	2,468,200
89,661	92,592	90,800	Emerald PUD Franchise Fees	81,400	81,400	81,400
26,219	27,848	27,900	Lane Electric Franchise Fees	29,200	29,200	29,200
-	-	900	Telephone Co. Franchise Fees	-	-	-
19,090	18,414	18,100	Cable Co. Franchise Fees	16,000	16,000	16,000
16,033	17,530	14,600	Garbage Co. Franchise Fees	15,800	15,800	15,800
404,248	408,068	404,000	State Highway Gas Tax	392,600	392,600	392,600
4,083	4,122	4,000	Bike Path Apportionment	3,900	3,900	3,900
1,440	850	1,300	Right-Of-Way Permits	1,300	1,300	1,300
140,562	156,258	108,000	City Gas Tax	133,300	133,300	133,300
72,865	75,855	79,300	Street Utility Fee (aka TUF)	73,700	73,700	73,700
13,641	67,866	59,100	Interest Income	60,600	60,600	60,600
-	-	-	Lease Income	-	-	-
-	-	30,000	From Urban Renewal Agency	30,000	30,000	30,000
-	67,117	2,200,000	Grant Proceeds 41970	60,000	60,000	60,000
80	1,058	700	Miscellaneous Sources	600	600	600
787,923	937,579	3,038,700	Total New Resources	898,400	898,400	898,400
3,260,013	3,880,337	6,066,900	TOTAL RESOURCES	3,366,600	3,366,600	3,366,600

EXPENDITURES						
Personnel Services						
88,157	99,466	125,000	Wages	143,200	143,200	143,200
8,790	10,370	10,400	W/C and FICA Benefits	12,300	12,300	12,300
25,898	19,456	22,600	Health/Life Insurance	27,400	27,400	27,400
22,239	25,749	31,700	PERS	41,000	41,000	41,000
145,084	155,041	189,700	Personnel Services Total	223,900	223,900	223,900
2.02	1.91	1.92	TOTAL FULL-TIME EQUIVALENT (FTE)		2.17	2.17
1,609	1,287	3,200	Admin Supplies & Services	3,000	3,000	3,000
-	-	-	Postage	-	-	-
961	1,501	1,100	Employee TRN,DEV,MEM	1,300	1,300	1,300
785	808	1,100	Telephone Services	800	800	800
48,208	48,833	63,000	Electricity-Street Lights	46,200	46,200	46,200
1,642	2,486	-	Building Maint/Janitorial Sup	2,100	2,100	2,100
515	259	600	Safety Programs & Supplies	600	600	600
-	-	-	Office Machine Leases	-	-	-
-	-	700	Training & Conferences	-	-	-
185	20	400	Mileage Lodging & Other Travel	600	600	600
-	-	400	Public Relations	-	-	-
3,000	-	-	Refunds	1,000	1,000	1,000
330	-	500	Office Equipment & Furnishings	200	200	200
-	-	-	Computer Equipment	-	-	-
(50)	1,531	2,700	Small Tools & Equipment	1,600	1,600	1,600
-	659	1,300	Attorney & Legal Services	700	700	700
5,346	5,750	10,300	General Property/Liability Ins	9,600	9,600	9,600
2,050	1,038	15,600	Audit & Filing Fees	11,300	11,300	11,300
4,291	5,574	6,000	Computer System Support-Maint.	5,000	5,000	5,000
651	549	600	Internet & Web Site Fees	500	500	500
-	-	2,700	Engineering Fees	1,500	1,500	1,500
21,364	7,504	60,000	Other Professional Services	60,000	60,000	60,000
11,075	6,031	5,300	Equip & Vehicle Maint & Repair	6,700	6,700	6,700
17,889	12,308	41,300	Street Maintenance	20,000	20,000	20,000
491,039	333,024	52,500	Street Rehab/Preservation	12,500	12,500	12,500
-	-	-	Building & Yard Maintenance	-	-	-
1,514	1,967	2,100	Landscape Maint & Supplies	2,500	2,500	2,500

Street Fund Resources and Requirements

STREET FUND						
2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
			Equipment Repairs			
4,734	5,792	12,500	Water Use/Irrigation	5,400	5,400	5,400
29,527	34,164	37,800	Street Sweeping Contract	39,700	39,700	39,700
646,665	471,085	321,700	Materials & Services Total	232,800	232,800	232,800
			Capital Outlay			
		25,000	System Expansion			
		2,230,000	System Improvements	30,000	30,000	30,000
	1,490	8,300	Equipment & Furnishings			
			System Upgrade	12,500	12,500	12,500
	1,490	2,263,300	Capital Outlay Total	42,500	42,500	42,500
			Transfers			
		5,000	To PW Equipment Fund	5,000	5,000	5,000
		4,100	To Reserve-Governmental Fund	4,100	4,100	4,100
		9,100	Transfers Total	9,100	9,100	9,100
			50,000 Operating Contingency	80,000	80,000	80,000
2.02	1.91	1.92	TOTAL FULL-TIME EQUIVALENT (FTE)	2.17	2.17	2.17
791,749	627,616	2,833,800	TOTAL EXPENDITURES	588,300	588,300	588,300
2,468,264	3,252,721		ENDING FUND BALANCE			
			3,233,100 ESTIMATED ENDING FUND BALANCE	2,778,300	2,778,300	2,778,300
3,260,013	3,880,337	6,066,900	TOTAL REQUIREMENTS	3,366,600	3,366,600	3,366,600

Stormwater Fund



The Stormwater Fund's functions include the construction and maintenance of retention ponds, swales, drainage ditches, and underground drainage ways. This fund is supported by stormwater drainage fees.

2023-24 Adopted Budget: \$405,200

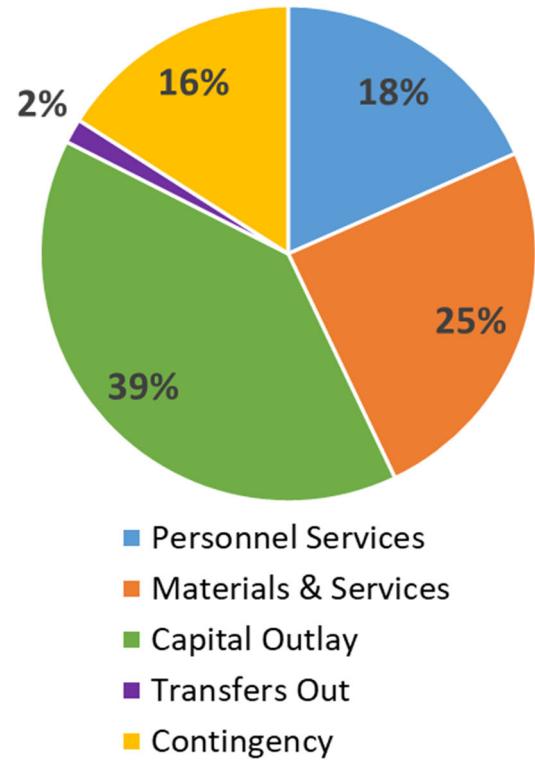
2024-25 Adopted Budget: \$374,400

2024-25 Full-Time Equivalents (FTE): 0.48

2024-25 Key Initiatives:

- Maintaining, expanding, and improving existing stormwater facilities to meet the needs of new development in a growing community
- Modify/ Adopt the 2014 Eugene Stormwater Management Manual to replace the Portland Stormwater Manual that the City currently uses.
- Develop and adopt an Erosion and Sediment Control Manual for all construction within the City as part of the TMDL Implementation Plan

Stormwater Fund Expenditures



Stormwater Fund

Mission

Maintaining and expanding City stormwater facilities to protect the environment from runoff pollution, reduce flooding to protect people and property, support healthy streams and rivers, encourage ecologically friendly development, and create a healthier community.

Overview

The City's Public Works Department manages the Stormwater Fund to complete projects as needed and described in the 2005 Stormwater Capital Improvement Plan. Stormwater facility expansions are contracted for by the City of Veneta.

Long-term Objectives

- Maintaining, expanding, and improving existing stormwater facilities to meet the needs of a growing community

Recent Accomplishments

- Updating the stormwater design manual
- Updating lot 602 Floodplain map to address prospector developer concerns over floodplain and place elevation within the property.
- Adopted the 2014 Eugene Stormwater Management Manual and replaced the Portland Stormwater Manual
- Adopted Erosion and Sediment Control code language

Stormwater Fund

Resources and Requirements

STORM WATER FUND						
2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
			RESOURCES			
262,411	292,917	324,800	BEGINNING FUND BALANCE	292,900	292,900	292,900
1,462	7,436	6,000	Interest Income	8,700	8,700	8,700
74,172	74,382	74,300	Stormwater Drainage Fees	72,700	72,700	72,700
-	240	100	Miscellaneous Sources	100	100	100
75,634	82,058	80,400	Total New Resources	81,500	81,500	81,500
338,045	374,976	405,200	TOTAL RESOURCES	374,400	374,400	374,400
EXPENDITURES						
			Personnel Services			
23,992	26,827	32,600	Wages	37,000	37,000	37,000
2,287	2,694	2,500	W/C and FICA Benefits	3,200	3,200	3,200
7,079	5,301	6,000	Health/Life Insurance	7,100	7,100	7,100
5,974	7,085	8,200	PERS	10,300	10,300	10,300
39,332	41,906	49,300	Personnel Services Total	57,600	57,600	57,600
0.50	0.43	0.42	TOTAL FULL-TIME EQUIVALENT (FTE)	0.48	0.48	0.48
			Materials & Services			
1,435	940	1,300	Admin Supplies & Services	1,000	1,000	1,000
249	229	300	Employee TRN,DEV, MEM	300	300	300
565	1,066	400	Building Maint/Janitorial Sup	900	900	900
11	14	200	Safety Program & Supplies	100	100	100
-	-	200	Training & Conferences	-	-	-
23	3	300	Mileage Lodging & Other Travel	100	100	100
88	-	200	Office Equipment & Furnishings	100	100	100
-	-	400	Attorney & Legal Services	200	200	200
1,343	1,439	2,000	General Property/Liability Ins	1,900	1,900	1,900
-	275	400	Audit & Filing Fees	700	700	700
1,231	1,469	1,500	Computer System Support-Maint	1,400	1,400	1,400
173	146	300	Internet & Web Site Fees	200	200	200
-	-	-	Engineering Fees	-	-	-
666	-	4,000	Other Professional Services	70,000	70,000	70,000
-	-	-	Equip & Vehicle Maintenance	-	-	-
-	-	1,600	System Maintenance	-	-	-
5,784	5,580	13,100	Materials & Services Total	76,900	76,900	76,900
			Capital Outlay			
-	4,461	10,000	System Improvements	16,300	16,300	23,800
-	-	-	Equipment/Furnishings	-	-	-
-	4,461	10,000	Capital Outlay Total	16,300	16,300	23,800
			Transfers			
-	-	5,000	To PW Equipment Fund	5,000	5,000	5,000
-	-	20,000	Operating Contingency	50,000	50,000	50,000
0.50	0.43	0.42	TOTAL FULL-TIME EQUIVALENT (FTE)	0.48	0.48	0.48
45,116	51,948	92,400	TOTAL EXPENDITURES	205,800	205,800	213,300
292,928	323,028		ENDING FUND BALANCE			
		312,800	ESTIMATED ENDING FUND BALANCE	168,600	168,600	161,100
338,045	374,976	405,200	TOTAL REQUIREMENTS	374,400	374,400	374,400

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Zumwalt Campground Fund



The Zumwalt Campground fund's activities include campground facilities and volunteer management to support recreation and cultural activities at the Oregon Country Fair. Surplus revenues from campground sales support other city projects.

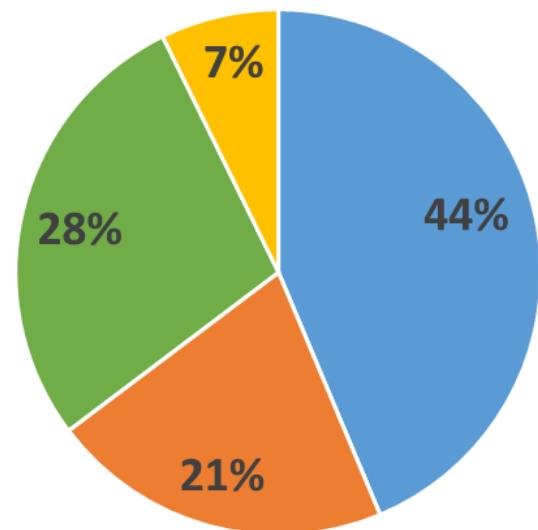
2023-24 Adopted Budget: \$176,200

2024-25 Adopted Budget: \$209,800

2024-25 Key Initiatives:

- A successful campground season for the Oregon Country Fair in July 2025
- Support other City services with the revenue collected from ticket sales to the Zumwalt Campground

Zumwalt Fund Expenditures



Zumwalt Campground Fund

Mission

This funds mission is to finance Zumwalt campground operations to support recreation and cultural activities at the Oregon Country Fair.

Overview

The Zumwalt Fund is managed by the Public Works Department which oversees campground management activities. Campground management operations include volunteer management, maintenance, bus shuttle services, portable bathroom services, liability, severity, and other expenses. Campers pay a fee to stay at Zumwalt and experience the benefit of camping near the Fern Ridge Reservoir while they visit the community for the Oregon Country Fair.

Long Term Objectives

Continuing to operate Zumwalt Campground to support the Oregon Country Fair's recreational and cultural events.

Recent Accomplishments

- In 2023, the City reduced overall tickets sold from 1,400 to 1,300 and created a trailer fee for towed vehicles to accommodate the growing number of campers and trailers.
- In 2024, 97 volunteers contributed to over 900 of work to operate, set up, take down, and overall maintain a safe and successful site.
- Achieved a net gain of \$26,649 in total profits in 2024, an overall increase by over \$7,000 from the year prior.



Zumwalt Campground Fund Resources and Requirements

ZUMWALT CAMPGROUND FUND						
2022 Actual	2023 Actual	2024 Adopted	Description RESOURCES	2025 Requested	2025 Approved	2025 Adopted
114,751	69,254	89,600	BEGINNING FUND BALANCE	89,600	89,600	89,600
639	2,278	2,400	Interest Income	1,500	1,500	1,500
-	85,502	80,000	Ticket Sales	114,200	114,200	114,200
18	3,049	2,800	Shower Sales	3,400	3,400	3,400
-	1,658	1,300	T-Shirt Sales	900	900	900
185	175	100	Vendor Fees	100	100	100
-	433	-	Miscellaneous Sources	100	100	100
842	93,095	86,600	Total New Resources	120,200	120,200	120,200
115,593	162,349	176,200	TOTAL RESOURCES	209,800	209,800	209,800
EXPENDITURES						
Personnel Services						
11,105	16,731	24,100	Wages	25,500	25,500	25,500
1,202	1,733	4,500	W/C and FICA Benefits	2,200	2,200	2,200
2,614	2,095	2,900	Health/Life Insurance	3,000	3,000	3,000
2,572	3,534	6,500	PERS	4,600	4,600	4,600
17,493	24,093	38,000	Personnel Services Total	35,300	35,300	35,300
0.17	0.17	0.17	TOTAL FULL-TIME EQUIVALENT (FTE)	0.27	0.27	0.27
Materials & Services						
478	1,818	700	Admin Supplies & Services	1,300	1,300	1,300
71	65	-	Professional Dues	100	100	100
-	-	-	Public Relations	-	-	-
-	151	-	Attorney & Legal Services	100	100	100
488	20	1,000	General Property/Liability Ins	100	100	100
-	100	-	Audit & Filing Fees	400	400	400
106	501	100	Computer System Support-Maint	400	400	400
10	10	100	Internet & Web Site Fees	100	100	100
-	3,855	3,000	Volunteer Costs	2,800	2,800	2,800
226	-	300	Wristbands for Campers	300	300	300
-	600	1,000	Entertainment	1,000	1,000	1,000
-	4,200	6,200	Portable Showers	2,500	2,500	2,500
-	18,339	19,000	Portable Toilets	20,000	20,000	20,000
-	-	4,200	Water Tanker	2,600	2,600	2,600
-	14,475	15,000	Security Services	16,400	16,400	16,400
-	860	2,000	Equipment Rentals	1,300	1,300	1,300
-	12,204	12,500	Shuttle Buses	13,500	13,500	13,500
40	40	700	Maintenance & Clean-Up	900	900	900
7,420	6,128	7,500	Council Discretionary	9,500	9,500	9,500
8,838	63,366	73,300	Materials & Services Total	73,300	73,300	73,300
Transfers						
-	2,000	2,000	To General Fund	2,000	2,000	2,000
10,000	20,000	22,500	To Parks & Recreation	45,000	45,000	45,000
10,000	10,000	-	To Law Enforcement Fund	-	-	-
20,000	32,000	24,500	Transfers Total	47,000	47,000	47,000
-	-	2,500	Operating Contingency	12,200	12,200	12,200
0.17	0.17	0.17	TOTAL FULL-TIME EQUIVALENT (FTE)	0.27	0.27	0.27
46,332	119,458	138,300	TOTAL EXPENDITURES	167,800	167,800	167,800
69,262	42,891		ENDING FUND BALANCE			
		37,900	ESTIMATED ENDING FUND BALANCE	42,000	42,000	42,000
115,593	162,349	176,200	TOTAL REQUIREMENTS	209,800	209,800	209,800

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Local Improvement Fund



The Local Improvements Fund finances new infrastructure benefitting private property. For example, extending the municipal wastewater system to a residence formerly served by a septic system. Special assessments on the benefitted properties funds the work.

2023-24 Adopted Budget: \$302,500

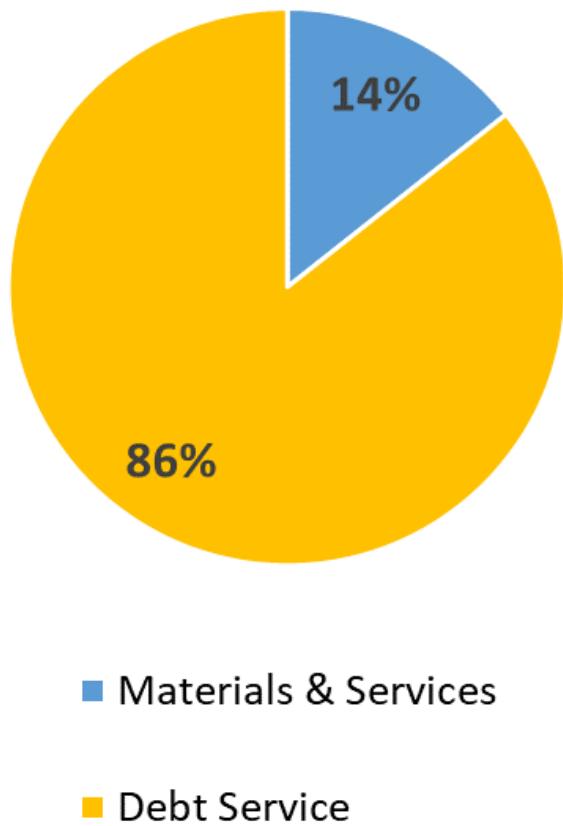
2024-25 Adopted Budget: \$296,900

A Local Improvement District (LID) may be formed either by the City Council or by "petition of the owners of one-half of the property that benefits specifically from the improvement, to make any street, sewer, sidewalk, drainage, water line or other public improvement to be paid for in whole or in part by special assessment according to benefits...." Veneta Municipal Code Chapter 3.10. The City typically borrows funds for the project and then applies the private property assessment payments to the debt payments.

Examples of City Council created Local Improvement Districts include:

- Bolton Hill Wastewater LID (April 2009)
- E. Bolton Wastewater LID (March 2015)
- 8th Street Wastewater LID (July 2016, but not constructed)

Local Improvements Fund Expenditures



Local Improvement Fund Resources and Requirements

LOCAL IMPROVEMENTS FUND						
2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
			RESOURCES			
299,809	295,892	286,000	BEGINNING FUND BALANCE	287,800	287,800	287,800
1,670	7,634	7,000	Interest Income	6,000	6,000	6,000
9,564	-	9,500	Bolton Hill Sewer Assessments	3,100	3,100	3,100
-	-	-	Bolton Hill Assess. Interest	-	-	-
-	-	-	E Bolton Sewer Assessments	-	-	-
-	-	-	E Bolton Assessment Interest	-	-	-
-	-	-	From Urban Renewal Agency	-	-	-
11,234	7,634	16,500	Total New Resources	9,100	9,100	9,100
311,043	303,526	302,500	TOTAL RESOURCES	296,900	296,900	296,900
EXPENDITURES						
Materials & Services						
-	-	2,400	Admin Supplies & Services	2,400	2,400	2,400
-	-	300	Attorney & Legal Services	300	300	300
-	-	2,700	Materials & Services Total	2,700	2,700	2,700
Capital Outlay						
-	-	-	System Expansion	-	-	-
-	-	-	Capital Outlay Total	-	-	-
Debt Service						
12,167	12,818	13,200	Bolton Hill Loan Prin-Banner	13,400	13,400	13,400
3,857	3,205	2,900	Bolton Hill Loan Int-Banner	2,700	2,700	2,700
16,023	16,023	16,100	Debt Service Total	16,100	16,100	16,100
Transfers						
-	-	-	To Sewer Fund (Reimb BH LID)	-	-	-
-	-	-	Transfers Total	-	-	-
16,023	16,023	18,800	TOTAL EXPENDITURES	18,800	18,800	18,800
295,019	287,503		ENDING FUND BALANCE			
		283,700	ESTIMATED ENDING FUND BALANCE	278,100	278,100	278,100
311,043	303,526	302,500	TOTAL REQUIREMENTS	296,900	296,900	296,900

Business Assistance Loan/Grant Fund



This fund finances the Business Grants Program and Rescue Veneta Grants Programs. These programs support business development and recovery from the negative economic impacts of the COVID-19 pandemic. American Rescue Plan Act funds are this fund's primary revenue source.

2023-24 Adopted Budget: \$154,200

2024-25 Adopted Budget: \$137,200

2024-25 Full-Time Equivalents (FTE): 0.0

History:

The Business Assistance Loan/Grant Fund had not been used since its transition from the Commercial Loan Fund in Fiscal Year 2013. However, the Business Grants Program was relaunched in 2021 and the program funded its first applicant during the last fiscal year!

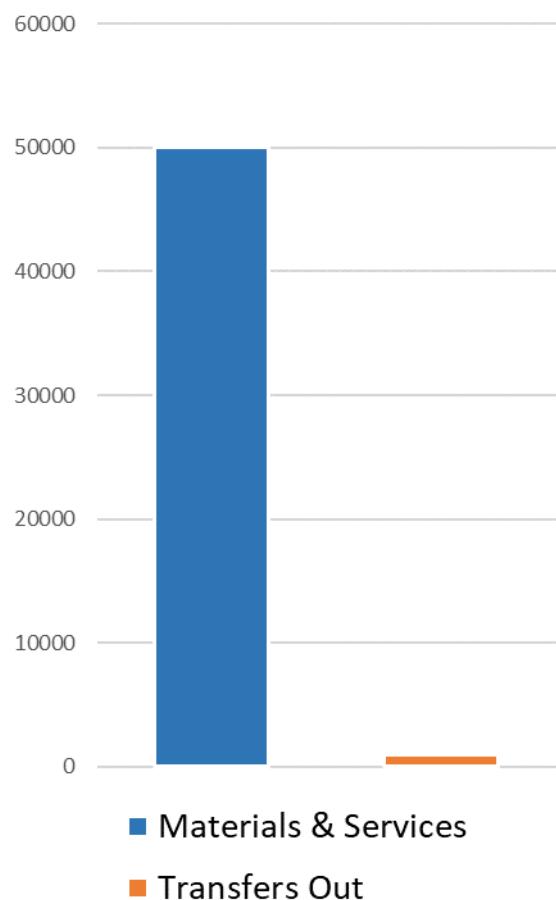
Overview:

The Business Assistance Loan/Grant Fund is administered by the Economic Development Department and monitored by the Business Assistance Committee. This fund is used to support the implementation of the City of Veneta Economic Development Strategy 2021-2025 (CEDS).

2024-25 Initiatives:

- Providing Technical Assistance to persons seeking to apply to the City of Veneta's grant programs
- Marketing the City of Veneta's grant programs to available businesses
- Retooling the grant's application materials to make it easier to apply and encouraging eligible businesses to apply

Business Assistance Fund Expenditures



Business Assistance Loan/Grant Fund

Mission

This fund's mission is to support the economic interests of Veneta by financing programs that meet the following criteria:

1. The responsible disbursement of capital for the equitable expansion, growth, and retention of startup, new, and established business and industry in the City of Veneta
2. The development of an entrepreneurial ecosystem in the City of Veneta
3. Investing in the long-term economic success and vitality of the City of Veneta

Operations

The Management Analyst serves as the lead on Economic Development and administers the Business and Rescue Veneta Grants Programs. Staff markets these programs to existing and potential businesses and entrepreneurs, offers technical assistance to submit an application, evaluates applications, and presents them to the Business Assistance Committee which makes recommendations to Veneta City Council. Veneta City Council ultimately decides to approve or deny applications. If applications are approved, then staff drafts and enters into a contract agreement to manage the disbursement of funds. Staff collects receipts for eligible expenditures and reimburses applicants appropriately.

Long-term Objectives

- Successfully incentivizing commercial and industrial development in the City of Veneta
- Recovering from the negative economic impacts of the COVID-19 pandemic

Recent Accomplishments

- Launching the Business Grants Program
- Awarding Rescue Veneta Grants to businesses negatively impacted by the COVID-19 Pandemic
- Awarding a \$25,000 Business Grant to Hillbilly Brews to support job expansion and growth into a larger drive-thru coffee kiosk.

Business Assistance Loan/Grant Fund

Resources and Requirements

BUSINESS ASSISTANCE GRANT FUND						
2022 Actual	2023 Actual	2024 Adopted	Description RESOURCES	2025 Requested	2025 Approved	2025 Adopted
163,505	155,534	150,500	BEGINNING FUND BALANCE	134,000	134,000	134,000
911	3,956	3,700	Interest Income	3,100	3,100	3,100
-	-	-	Grant Awards	-	-	-
-	-	-	Application Fees	-	-	-
911	3,956	3,700	Total New Resources	3,100	3,100	3,100
164,416	159,491	154,200	TOTAL RESOURCES	137,100	137,100	137,100
EXPENDITURES						
Materials & Services						
-	-	-	Admin Supplies & Services	-	-	-
-	-	-	Attorney & Legal Services	-	-	-
8,881	15,000	50,000	Grants Businesses/Non-Profits	50,000	50,000	50,000
-	-	-	Loans to Outside Entities	-	-	-
-	-	-	LCOG Administration Fees	-	-	-
8,881	15,000	50,000	Materials & Services Total	50,000	50,000	50,000
Transfers						
-	1,000	1,000	To General Fund	1,000	1,000	1,000
-	1,000	1,000	Transfers Total	1,000	1,000	1,000
8,881	16,000	51,000	TOTAL EXPENDITURES	51,000	51,000	51,000
155,535	143,491		ENDING FUND BALANCE			
			103,200 ESTIMATED ENDING FUND BALANCE	86,100	86,100	86,100
164,416	159,491	154,200	TOTAL REQUIREMENTS	137,100	137,100	137,100

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Building Inspection Program



The Building Inspection Program Fund is a non-major special revenue fund which supports functions related to building inspections. Funds are sourced from license, permitting fees, and transfers from the General Fund.

2023-24 Approved Budget: \$226,200

2024-25 Approved Budget: \$455,800

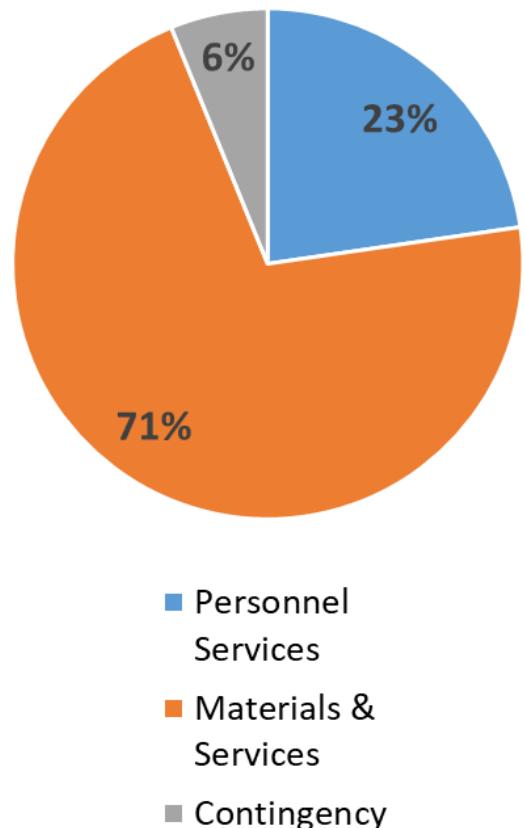
Department Divisions

- Contracted Building Inspection Services with the City of Cottage Grove

2024-25 Key Initiatives

- Continue providing high-quality service at an increasing capacity
- Continue to coordinate fair costs between users of the Cottage Grove Program
- Increase of construction activities expected with new subdivision lots being developed in the city.

Building Inspection Fund Expenditures



Building Inspection Program

Mission

Provide swift and efficient building inspection services for property owners and developers in Veneta.

Overview

Operations

The Building Inspection Program is operated out of and managed by the City of Cottage Grove.

Their Public Works Director created and manages the Program alongside a Building Official, building inspector, and an electrical inspector. The City works with these individuals to schedule inspections and ensure the building process in Veneta runs smoothly.

Building Inspection Services

The Building Inspection Program provides services to applicants from the beginning of their application through permit approval. These services include consultations, checklists, inspections, and providing forms necessary to achieve an approved permit.

Long-Term Objectives

- Meet increasing capacity as Veneta continues to grow

Recent Accomplishments

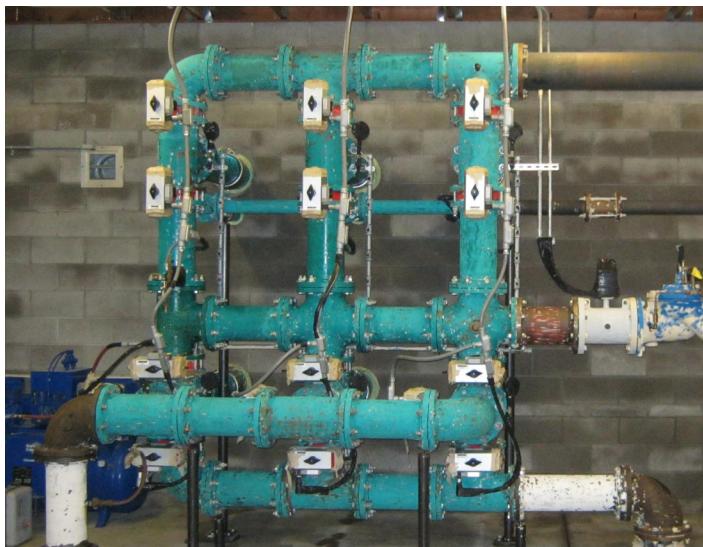
- Continued providing excellent service to a variety of developers and property owners
- Adjusted program to operate safely during COVID-19 pandemic

Building Inspection Program Resources and Requirements

BUILDING INSPECTION PROGRAM FUND						
2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
			RESOURCES			
52,150	63,604	69,900	BEGINNING FUND BALANCE	295,900	295,900	295,900
290	1,433	1,000	Interest Income	1,600	1,600	1,600
98,662	77,807	68,000	Building Permit Fees	143,700	143,700	143,700
12,777	18,165	12,200	Electrical Permit Fees	14,500	14,500	14,500
20,000	60,000	75,000	From General Fund	-	-	-
-	183	100	Miscellaneous Sources	100	100	100
131,729	157,588	156,300	Total New Resources	159,900	159,900	159,900
183,879	221,192	226,200	TOTAL RESOURCES	455,800	455,800	455,800
EXPENDITURES						
			Personnel Services			
18,212	19,137	21,800	Wages	23,900	23,900	23,900
1,785	1,987	1,900	W/C and FICA Benefits	2,000	2,000	2,000
5,804	3,935	4,600	Health/Life Insurance	4,500	4,500	4,500
5,013	5,457	6,200	PERS	6,400	6,400	6,400
30,814	30,516	34,500	Personnel Services Total	36,800	36,800	36,800
0.30	0.30	0.30	TOTAL FULL-TIME EQUIVALENT (FTE)	0.29	0.29	0.29
			Materials & Services			
743	1,079	600	Admin Supplies & Services	700	700	700
181	134	200	Employee TRN,DEV,MEM	200	200	200
298	400	200	Building Maint/Janitorial Sup	400	400	400
-	-	100	Public Relations	-	-	-
-	-	100	Attorney & Legal Services	-	-	-
977	728	1,100	General Property/Liability Ins	1,500	1,500	1,500
86,924	93,228	106,500	Permit Inspections	110,900	110,900	110,900
-	200	600	Audit & Filing Fees	700	700	700
212	1,058	900	Computer System Support-Maint	800	800	800
126	106	200	Internet & Web Site Fees	100	100	100
89,462	96,933	110,500	Materials & Services Total	115,300	115,300	115,300
-	-	10,000	Operating Contingency	10,000	10,000	10,000
0.30	0.30	0.30	TOTAL FULL-TIME EQUIVALENT (FTE)	0.29	0.29	0.29
120,275	127,449	155,000	TOTAL EXPENDITURES	162,100	162,100	162,100
63,604	93,743		ENDING FUND BALANCE			
		71,200	ESTIMATED ENDING FUND BALANCE	293,700	293,700	293,700
183,879	221,192	226,200	TOTAL REQUIREMENTS	455,800	455,800	455,800

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Water Fund



Purpose: This enterprise fund finances the expansion, maintenance, and improvement of the City's water system. This fund is largely supported by user fees.

2023-24 Adopted Budget: \$4,983,100
2024-25 Adopted Budget: \$5,030,200

2024-25 Full Time Employees: 3.21

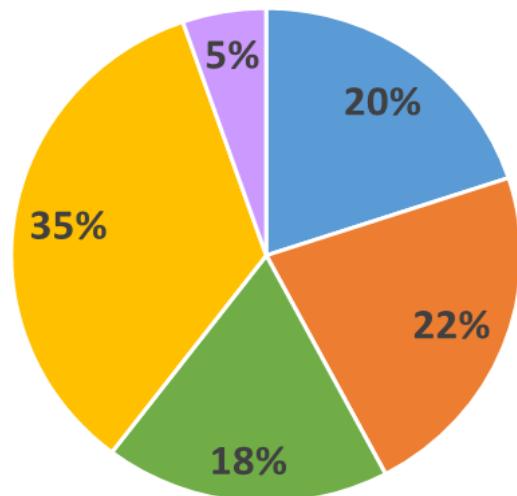
History:

Veneta was incorporated in 1962, chiefly in an effort to provide clean water for the growing town. Incorporation meant that the town would be able to create a taxing entity that would enable the town to form public utility districts. High on the list of utilities were safe water and wastewater treatment facilities. The City of Veneta successfully secured the future of its water system with the completion of a water pipeline project in 2013. The City constructed 44,000 ft. of new pipeline to connect to the Eugene Water and Electric Board (EWEB) from the City's Public Works Yard. The new connection provides up to an additional \$4.3 million gallons per day of water to serve the people of Veneta.

Overview:

This fund is managed by the Public Works Department. Specific long term objectives are planned out in the 2012 Water Master Plan.

Water Fund Expenditures



- Personnel Services
- Materials & Services
- Capital Outlay
- Debt Service
- Contingency

Water Fund

Mission

Delivering high-quality, ecologically sourced, and affordable water services to customers in the City of Veneta.

Overview

The City of Veneta operates five groundwater wells, three pump stations, three reservoirs, a water treatment plan, over 30 miles of water pipes within the City of Veneta, and purchases wholesale water from the Eugene Water and Electric Board (EWEB) to provide services to customers. The City will expand the water system to accommodate future development on an as-needed basis.

Long Term Objectives

- Identifying and evaluating land within and outside the City's UGB for the development of a new water reservoir, as described in the 2012 Water Master Plan's Capital Improvement Plan

Recent Accomplishments

- Reviewed and oversaw the installation of new water infrastructure for several new developments.
- Arranged for all three of the City's water reservoirs to be inspected and cleaned.

Water Fund

Resources and Requirements

WATER FUND

2022 Actual	2023 Actual	2024 Adopted	Description RESOURCES	2025 Requested	2025 Approved	2025 Adopted
3,696,564	3,802,546	3,802,500	BEGINNING FUND BALANCE	3,802,500	3,802,500	3,802,500
28,000	8,712	20,000	Service Connections	19,400	19,400	19,400
37,248	99,188	88,500	Interest Income	89,700	89,700	89,700
-	-	7,000	Land Lease Income	-	-	-
-	-	-	From Urban Renewal Agency	-	-	-
1,042,303	1,138,548	1,020,400	Water Use Fees	1,073,900	1,073,900	1,073,900
35,940	46,791	37,500	Bulk Water Sales	40,500	40,500	40,500
-	-	5,800	Delinquent Fees	-	-	-
2,897	6,074	1,400	Miscellaneous Sources	4,200	4,200	4,200
1,146,388	1,299,313	1,180,600	Total New Resources	1,227,700	1,227,700	1,227,700
4,842,952	5,101,859	4,983,100	TOTAL RESOURCES	5,030,200	5,030,200	5,030,200

EXPENDITURES

Personnel Services

169,249	187,446	216,500	Wages	231,600	231,600	231,600
15,674	18,442	19,600	W/C and FICA Benefits	19,700	19,700	19,700
53,217	35,889	49,600	Health/Life Insurance	50,900	50,900	50,900
43,461	48,635	67,200	PERS	73,100	73,100	73,100
281,601	290,413	352,900	Personnel Services Total	375,300	375,300	375,300

3.38 3.23 3.11 TOTAL FULL-TIME EQUIVALENT (FTE) 3.21 3.21 3.21

Materials & Services

27,482	23,603	24,200	Admin Supplies & Services	22,400	22,400	22,400
5,196	5,282	5,500	Employee TRN,DEV,MEM	5,500	5,500	5,500
3,997	4,185	5,100	Telephone Services	4,000	4,000	4,000
36,019	39,239	47,300	Electricity	36,000	36,000	36,000
4,053	5,207	5,300	Building Maint/Janitorial Sup	4,700	4,700	4,700
748	225	1,000	Safety Programs & Supplies	1,000	1,000	1,000
-	-	-	Training & Conferences	-	-	-
46	638	300	Mileage Lodging & Other Travel	300	300	300
-	-	-	Public Relations	2,000	2,000	2,000
1,439	-	1,900	Refunds	500	500	500
712	-	1,000	Office Equipment & Furnishings	300	300	300
1,064	392	2,100	Small Tools & Equipment	1,500	1,500	1,500
-	466	200	Attorney & Legal Services	200	200	200
10,929	12,924	19,500	General Property/Liability Ins	18,100	18,100	18,100
950	2,238	4,000	Audit & Filing Fees	5,500	5,500	5,500
12,105	13,500	14,000	Computer System Support-Maint	16,200	16,200	16,200
1,405	1,185	1,200	Internet & Web Site Fees	1,000	1,000	1,000
14,382	5,028	18,300	Engineering Fees	12,600	12,600	12,600
14,977	18,703	21,000	Other Professional Services	11,900	11,900	11,900
8,940	14,299	10,000	System Operating Supplies	9,200	9,200	9,200
12,267	9,992	10,500	Equip & Vehicle Maint & Repair	10,000	10,000	10,000
57,337	31,586	100,000	System Maintenance	84,500	84,500	84,500
4,629	5,607	6,900	System Quality Tests	4,800	4,800	4,800
-	121	12,600	Building & Yard Maintenance	11,400	11,400	11,400
154,017	166,331	152,300	Water Purchase	155,600	155,600	155,600
-	4,332	10,500	PW Service Maps-Water System	1,500	1,500	1,500
372,695	365,081	474,700	Materials & Services Total	420,700	420,700	420,700

Capital Outlay

-	-	125,000	System Expansion	150,000	150,000	150,000
-	-	198,000	System Improvements	191,000	191,000	191,000
-	1,490	19,000	Equipment/Furnishings	-	-	-
-	1,490	342,000	Capital Outlay Total	341,000	341,000	341,000

Water Fund

Resources and Requirements

2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
Debt Service						
160,105	91,142	93,700	Pipeline Bond Principal-RUS	95,600	95,600	95,600
225,851	121,928	122,000	Pipeline Bond Interest-RUS	120,100	120,100	120,100
-	-	431,200	USDA Restricted Cash Reserve	431,200	431,200	431,200
385,956	213,070	646,900	Debt Service Total	646,900	646,900	646,900
Transfers						
-	-	5,000	To PW Equipment Fund	5,000	5,000	5,000
-	-	5,000	Transfers Total	5,000	5,000	5,000
-	-	90,000	Operating Contingency	100,000	100,000	100,000
3.38	3.23	3.11	TOTAL FULL-TIME EQUIVALENT (FTE)	3.21	3.21	3.21
1,040,252	870,055	1,911,500	TOTAL EXPENDITURES	1,888,900	1,888,900	1,888,900
3,802,700	4,231,804		ENDING FUND BALANCE			
		3,071,600	ESTIMATED ENDING FUND BALANCE	3,141,300	3,141,300	3,141,300
4,842,952	5,101,859	4,983,100	TOTAL REQUIREMENTS	5,030,200	5,030,200	5,030,200

Sewer Fund



Purpose: Financing expansions, improvements, and maintenance to the City's wastewater system. This fund is largely supported by user fees.

2023-24 Adopted Budget: \$6,071,850
2024-25 Adopted Budget: \$6,031,100

2024-25 Full Time Employees: 3.74

History:

Veneta was incorporated in 1962, chiefly in an effort to provide clean water for the growing town. Incorporation meant that the town would be able to create a taxing entity that would enable the town to form public utility districts. High on the list of utilities were safe water and wastewater treatment facilities. The first wastewater treatment system was completed in 1970 and consisted of a single cell, 3.86-acre facultative lagoon followed by chlorination for winter discharges. The City's wastewater system has significantly expanded since then and has a current capacity of 1.25 MGD .

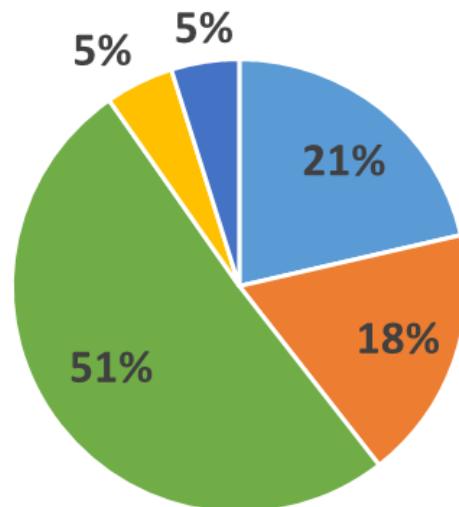
Overview:

The Sewer Fund is managed by the Public Works Department which implements projects identified in the 2016 Wastewater Master Plan.

2024-25 Key Initiatives

- Identifying potential land acquisition for future wastewater conveyance in west Veneta
- Lot 602 Predevelopment Floodplain Mitigation
- Lot 400 Predevelopment/Design for Providing Access to the Site

Sewer Fund Expenditures



■ Personnel Services

■ Materials & Services

■ Capital Outlay

■ Debt Service

■ Contingency

Excludes Transfers Out, which makes up 70% of expenditures in the current fiscal year

Sewer Fund

Mission

Delivering high-quality, ecological, and affordable wastewater system services to customers in the City of Veneta.

Operations

Maintenance of the City's wastewater system, collecting user-fees, providing customer service, and planning for future development.

Long-term Objectives:

- Creation of an updated Facilities Plan for the pre-design of future expansion to the Wastewater Treatment Plant, as is outlined in the 2016 Master Plan.
- Future expansion and continued maintenance of the Wastewater Treatment Plant

Recent Accomplishments

- Upgraded the pumping capacity in the Pine Street Lift Station
- Constructed the Jack Kelley lift station to handle the flows from the north of Highway 126 and to the east side lift station.
- Developed and began implementation of new Wastewater Facilities Plan

Sewer Fund

Resources and Requirements

SEWER FUND						
2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
3,570,801	4,441,948	4,441,900	BEGINNING FUND BALANCE	4,441,900	4,441,900	4,441,900
11,385	2,150	5,000	Sewer Service Connections	6,400	6,400	6,400
1,838	113,867	80,000	Interest Income	95,300	95,300	95,300
10,400	12,000	12,000	Land Lease Income	13,100	13,100	13,100
-	-	-	From General Fund	-	-	914,000
1,428,837	1,508,323	1,532,900	Sewer Use Fees	1,467,300	1,467,300	1,467,300
-	4,317	50	Miscellaneous Sources	7,100	7,100	7,100
1,452,460	1,640,657	1,629,950	Total New Resources	1,589,200	1,589,200	2,503,200
5,113,364	6,082,606	6,071,850	TOTAL RESOURCES	6,031,100	6,031,100	6,945,100
EXPENDITURES						
Personnel Services						
192,225	208,519	241,000	Wages	261,600	261,600	261,600
17,491	20,302	21,800	W/C and FICA Benefits	22,300	22,300	22,300
59,546	38,767	53,900	Health/Life Insurance	57,100	57,100	57,100
49,728	54,522	73,400	PERS	82,500	82,500	82,500
318,990	322,110	390,100	Personnel Services Total	423,500	423,500	423,500
4.03	3.80	3.12	TOTAL FULL-TIME EQUIVALENT (FTE)		3.74	3.74
Materials & Services						
33,624	33,684	30,500	Admin Supplies & Services	31,500	31,500	31,500
3,343	3,742	4,200	Employee TRN, DEV, MEM	3,800	3,800	3,800
2,541	2,995	3,000	Telephone Services	2,800	2,800	2,800
60,961	65,376	87,200	Electricity	59,800	59,800	59,800
3,985	5,569	5,300	Building Maint/Janitorial Sup	5,000	5,000	5,000
784	239	1,100	Safety Programs & Supplies	2,400	2,400	2,400
-	-	-	Office Machine Leases	-	-	-
-	233	1,000	Training & Conferences	-	-	-
231	25	600	Mileage Lodging & Other Travel	1,000	1,000	1,000
-	-	-	Public Relations	-	-	-
-	-	-	Refunds	-	-	-
796	-	1,100	Office Equipment & Furnishings	300	300	300
126	421	2,100	Small Tools & Equipment	1,500	1,500	1,500
1,860	79	2,000	Attorney & Legal Services	800	800	800
12,211	14,362	21,600	General Property/Liability Ins	20,100	20,100	20,100
650	2,500	4,200	Audit & Filing Fees	5,500	5,500	5,500
10,847	13,250	12,100	Computer System Support-Maint	11,700	11,700	11,700
1,569	1,324	1,500	Internet & Web Site Fees	1,200	1,200	1,200
-	-	17,400	Engineering Fees	200	200	200
12,954	12,171	17,000	Other Professional Services	9,100	9,100	9,100
815	1,229	15,500	System Operating Supplies	1,700	1,700	1,700
12,372	15,030	11,600	Equip & Vehicle Maint & Repair	11,500	11,500	11,500
47,266	48,693	60,000	System Maintenance	59,300	59,300	59,300
41,400	58,653	42,000	WW Treatment Plant Maintenance	49,800	49,800	49,800
14,090	16,326	14,700	System Quality Tests	18,700	18,700	18,700
-	-	-	Building & Yard Maintenance	-	-	-
-	-	-	Equipment Repairs	-	-	-
-	-	-	Bio-solids Management/Removal	-	-	-
-	-	-	Effluent Area Maintenance	-	-	-
-	-	60,000	Inflow & Infiltration Maint	60,000	60,000	60,000
-	-	5,300	NPDES Permit Renewal	-	-	-
-	-	-	PW Service Maps-Sewer Lines	-	-	-
262,427	295,899	421,000	Materials & Services Total	357,700	357,700	357,700

Sewer Fund

Resources and Requirements

2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
Capital Outlay						
-	-	30,000	System Expansion	-	-	-
-	4,461	42,000	System Improvements	57,800	57,800	1,006,300
-	2,178	-	Bldg & Yard Improvements	-	-	-
-	1,490	19,000	Equipment/Furnishings	-	-	-
10,757	-	-	Equipment	-	-	-
10,757	8,130	91,000	Capital Outlay Total	57,800	57,800	1,006,300
Debt Service						
2,911,145	60,000	62,500	Loan Principal-WWTP RUS Refund	65,000	65,000	65,000
33,359	60,535	33,300	Loan Interest-WWTP RUS Refund	31,400	31,400	31,400
2,944,504	120,535	95,800	Debt Service Total	96,400	96,400	96,400
Transfers						
-	-	5,000	To PW Equipment Fund	5,000	5,000	5,000
-	-	-	Reserve Fund-Enterprise	4,700,000	4,700,000	4,700,000
-	-	5,000	Transfers Total	4,705,000	4,705,000	4,705,000
-	-	110,000	Operating Contingency	110,000	110,000	95,800
4.03	3.80	3.12	TOTAL FULL-TIME EQUIVALENT (FTE)	3.74	3.74	3.74
3,536,678	746,673	1,112,900	TOTAL EXPENDITURES	5,750,400	5,750,400	6,684,700
1,576,686	5,335,932		ENDING FUND BALANCE			
		4,958,950	ESTIMATED ENDING FUND BALANCE	280,700	280,700	260,400
5,113,364	6,082,606	6,071,850	TOTAL REQUIREMENTS	6,031,100	6,031,100	6,945,100

Capital Construction - Water SDC Fund



The Water SDC Fund collects System Development Charge (SDC) revenue from new development to finance water system projects required to serve that new development.

2023-24 Adopted Budget: \$409,700
2024-25 Adopted Budget: \$256,200

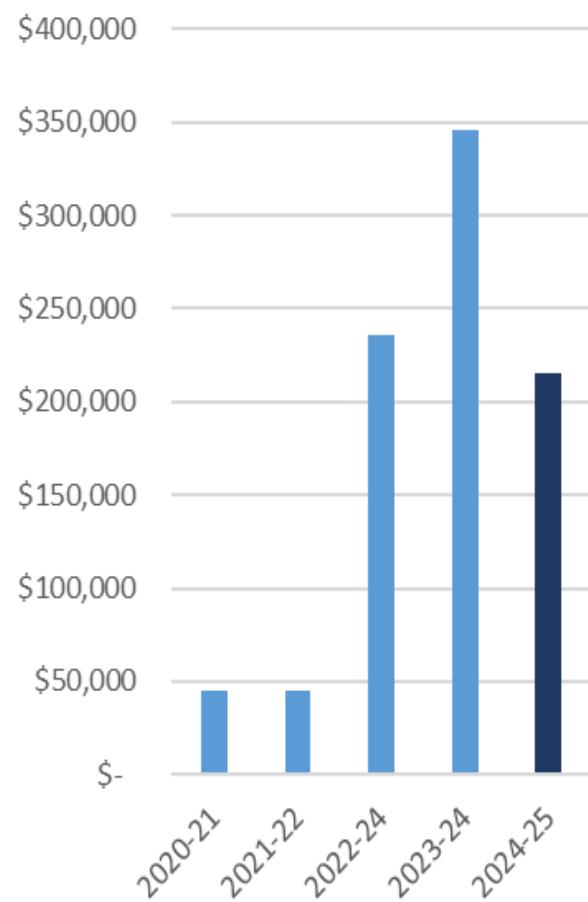
History:

Veneta was incorporated in 1962, chiefly in an effort to provide clean water for the growing town. Incorporation meant that the town would be able to create a taxing entity that would enable the town to form public utility districts. High on the list of utilities were safe water and wastewater treatment facilities. The City of Veneta successfully secured the future of its water system with the completion of a water pipeline project in 2013. The City constructed 44,000 ft. of new pipeline to connect to the Eugene Water and Electric Board (EWEB) from the City's Public Works Yard. The new connection provides up to an additional \$4.3 million gallons per day of water to serve the people of Veneta.

Overview:

This fund is managed by the Public Works Department. Specific long term objectives are planned out in the 2012 Water Master Plan.

Water SDC Fund Expenditures 5- Year Comparison



Capital Construction - Water

Mission

Responsibly leveraging new development to finance new or expanded public capital facilities required to serve that development.

Overview

The Community Development Department collects System Development Charges (SDC). SDCs are one-time fees imposed on new and increased development to recover the cost of system facilities needed to serve that growth. The Public Works Department manages the development of new public facilities required to serve newly developed properties. System Development Charges are calculated using a methodology most recently determined by the City's 2013 Water SDC Report.

Long-term Objectives

- Specific long term objectives are planned out in the 2012 Water Master Plan

Recent Accomplishments

- Expanded facilities to meet expected increased demand and accommodate new development
- Acquired land for the future construction of a one million gallon water reservoir

Capital Construction - Water Resources and Requirements

CAPITAL CONSTRUCTION - WATER SDC FUND						
2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
			RESOURCES			
153,111	268,037	182,800	BEGINNING FUND BALANCE	128,500	128,500	128,500
853	4,099	3,600	Interest Income	3,000	3,000	3,000
159,272	142,999	223,300	SDC - Water System	124,700	124,700	124,700
160,125	147,098	226,900	Total New Resources	127,700	127,700	127,700
313,236	415,135	409,700	TOTAL RESOURCES	256,200	256,200	256,200
EXPENDITURES						
Materials & Services						
-	-	5,000	Other Professional Services	-	-	-
-	-	5,000	Materials & Services Total	-	-	-
Capital Outlay						
-	-	125,000	System Expansion	-	-	-
-	-	125,000	Capital Outlay Total	-	-	-
Debt Service						
17,300	91,142	93,700	Pipeline Bond Principal-RUS	95,600	95,600	95,600
27,900	116,872	122,000	Pipeline Bond Interest-RUS	120,100	120,100	120,100
45,200	208,014	215,700	Debt Service Total	215,700	215,700	215,700
45,200	208,014	345,700	TOTAL EXPENDITURES	215,700	215,700	215,700
268,036	207,121		ENDING FUND BALANCE			
		64,000	ESTIMATED ENDING FUND BALANCE	40,500	40,500	40,500
313,236	415,135	409,700	TOTAL REQUIREMENTS	256,200	256,200	256,200

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Capital Construction - Sewer SDC Fund



The Sewer SDC Fund collects System Development Charge (SDC) revenue from new development to finance wastewater system projects required to serve that new development.

2023-24 Adopted Budget: \$985,200
2024-25 Adopted Budget: \$811,400

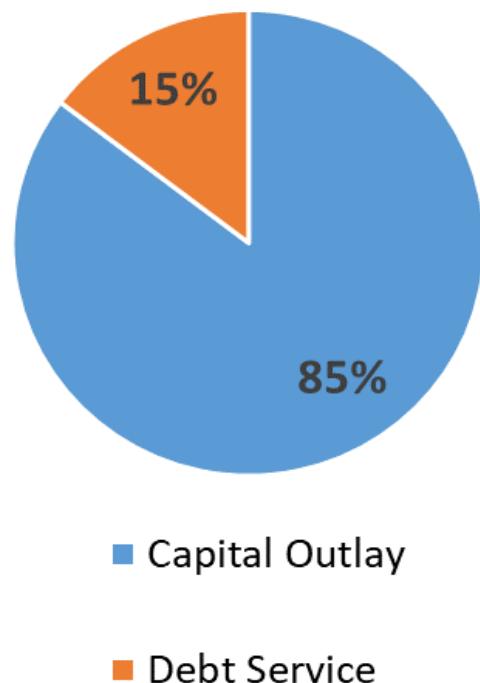
History:

Veneta was incorporated in 1962, chiefly in an effort to provide clean water for the growing town. Incorporation meant that the town would be able to create a taxing entity that would enable the town to form public utility districts. High on the list of utilities were safe water and wastewater treatment facilities. The first wastewater treatment system was completed in 1970 and consisted of a single cell, 3.86-acre facultative lagoon followed by chlorination for winter discharges. The City's wastewater system has significantly expanded since then and has a current capacity of 1.25 MGD .

Overview:

This fund is managed by the Public Works Department. Specific long term objectives are described in the 2016 Wastewater Master Plan.

Sewer SDC Fund Expenditures



Capital Construction - Sewer SDC Fund

Mission

Responsibly leveraging new development to finance new or expanded public capital facilities required to serve that development.

Operations

The Community Development Department collects System Development Charges (SDC). SDCs are one-time fees imposed on new and increased development to recover the cost of system facilities needed to serve that growth. The Public Works Department manages the development of new public facilities required to serve newly developed properties. Sewer System Development Charges are calculated using a methodology most recently determined by the City's 2018 Sewer SDC Report.

Long-term Objectives

- Develop additional capacity to accommodate city-wide growth

Recent Accomplishments

- Upsized the pumps in the Pine Street Lift Station to accommodate additional flow and meet DEQ redundancy requirements
- Expansion of the Jack Kelley lift station to handle the flows from the north of Highway 126 and to the east side lift station.

Capital Construction - Sewer SDC Fund Resources and Requirements

CAPITAL CONSTRUCTION - SEWER SDC FUND

2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
			RESOURCES			
700,279	748,334	775,000	BEGINNING FUND BALANCE	667,600	667,600	667,600
3,901	19,008	15,000	Interest Income	15,800	15,800	15,800
165,178	141,269	195,200	SDC - Sewer System	128,000	128,000	128,000
169,079	160,278	210,200	Total New Resources	143,800	143,800	143,800
869,358	908,612	985,200	TOTAL RESOURCES	811,400	811,400	811,400
EXPENDITURES						
Materials & Services						
-	-	5,000	Other Professional Services	-	-	-
-	-	5,000	Materials & Services Total	-	-	-
Capital Outlay						
-	-	250,000	System Expansion	560,000	560,000	560,000
-	-	250,000	Capital Outlay Total	560,000	560,000	560,000
Debt Service						
77,500	60,000	62,500	Loan Principal-WWTP RUS	65,000	65,000	65,000
20,782	35,125	33,288	Loan Interest-WWTP RUS	31,375	31,375	31,375
21,253	-	-	Loan Principal-Banner Bank	-	-	-
1,489	(36)	-	Loan Interest-Banner Bank	-	-	-
121,024	95,089	95,788	Debt Service Total	96,375	96,375	96,375
121,024	95,089	350,788	TOTAL EXPENDITURES	656,375	656,375	656,375
748,334	813,523		ENDING FUND BALANCE			
		634,412	ESTIMATED ENDING FUND BALANCE	155,025	155,025	155,025
869,358	908,612	985,200	TOTAL REQUIREMENTS	811,400	811,400	811,400

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Capital Const. - Transportation SDC Fund



The Transportation SDC Fund supports street infrastructure expansion and improvement. This fund is largely supported by system development charges assessed on new development. Previous Transportation SDC's were reported in the Governmental SDC fund

2023-24 Adopted Budget: \$1,102,038
2024-25 Adopted Budget: \$1,119,238

The Transportation System Development Charges (SDCs) are general government fees and charges that are dedicated to infrastructure and recorded in the Capital Construction-Transportation SDC Fund

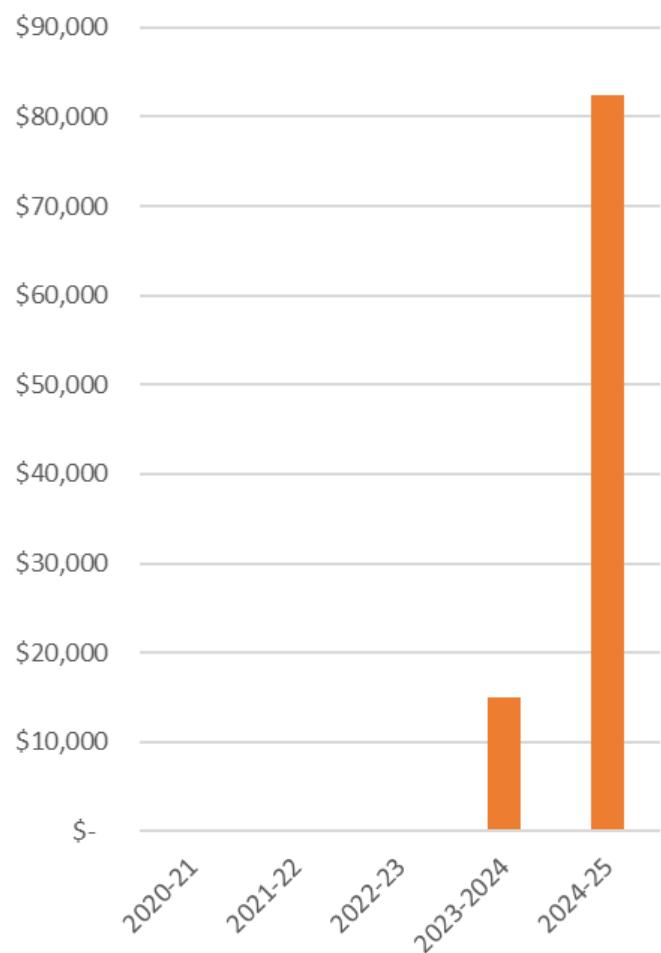
Oregon Revised Statutes 223.297 - 223.314 defines SDCs and specifies how they must be calculated, applied, and accounted for by local government. The City Council adopts an SDC methodology and then establishes the SDC level by resolution:

- Transportation SDC
Resolution No. 1298, July 2020

2024-25 Key Initiatives:

- Design for future Jeans Road intersection project
- Design for future East Hunter Road upgrade project
- Matching contributions towards Elmira-Veneta Multi-Use Path in partnership with Lane County

Transportation SDC Fund
5 Year Expenditures
Comparision



Transportation SDC Fund

Resources and Requirements

CAPITAL CONSTRUCTION - TRANSPORTATION SDC FUND						
2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
			RESOURCES			
-	-	988,238	BEGINNING FUND BALANCE	988,238	988,238	988,238
-	-	-	ODOT Traffic Impact Fees	17,200	17,200	17,200
-	-	14,000	Interest Income	14,000	14,000	14,000
			From Governmental SDCs, Trans. Share	-	-	-
-	-	99,800	SDC - Transportation	99,800	99,800	99,800
-	-	113,800	Total New Resources	131,000	131,000	131,000
-	-	1,102,038	TOTAL RESOURCES	1,119,238	1,119,238	1,119,238
EXPENDITURES						
Materials & Services						
-	-	5,000	Other Professional Services	-	-	-
-	-	5,000	Materials & Services Total	-	-	-
Capital Outlay						
-	-	10,000	System Expansion	82,500	82,500	82,500
-	-	10,000	Capital Outlay Total	82,500	82,500	82,500
-	-	15,000	TOTAL EXPENDITURES	82,500	82,500	82,500
-	-		ENDING FUND BALANCE			
		1,087,038	ESTIMATED ENDING FUND BALANCE	1,036,738	1,036,738	1,036,738
-	-	1,102,038	TOTAL REQUIREMENTS	1,119,238	1,119,238	1,119,238

Capital Const. - Stormwater SDC Fund



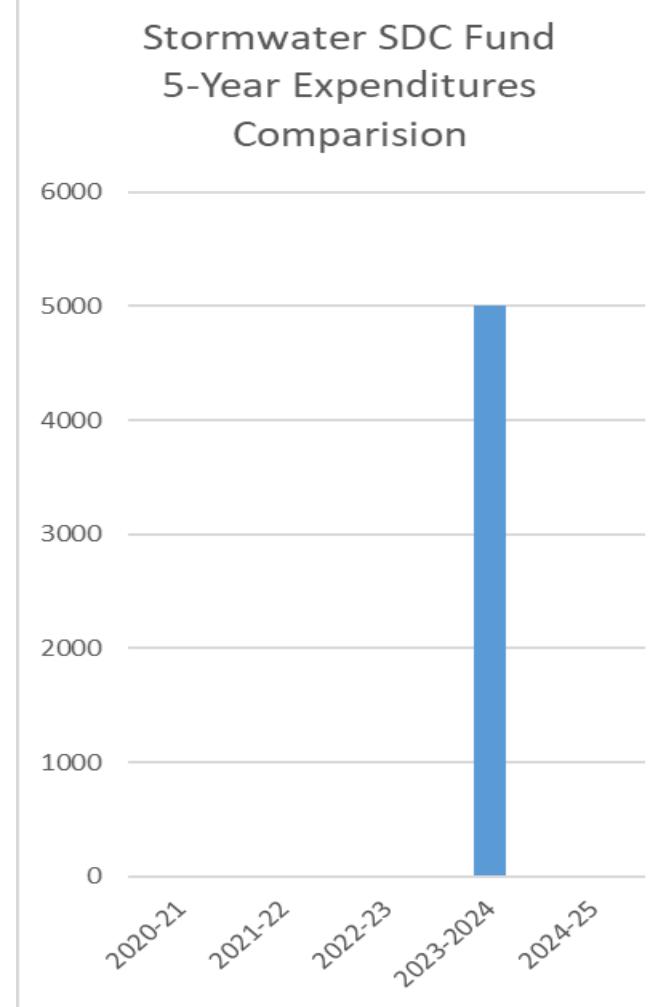
The Stormwater/Drainage SDC fund supports stormwater infrastructure expansion and improvement. This fund is largely supported by system development charges assessed on new development. Previous Stormwater SDC's were reported in the Governmental SDC fund.

2022-23 Adopted Budget: \$102,431
2024-25 Adopted Budget: \$104,331

The Stormwater Drainage System Development Charges (SDCs) are general government fees and charges that are dedicated to infrastructure and recorded in the Stormwater Drainage SDC Fund

Oregon Revised Statutes 223.297 - 223.314 defines SDCs and specifies how they must be calculated, applied, and accounted for by local government. The City Council adopts an SDC methodology and then establishes the SDC level by resolution:

- Stormwater/Drainage SDC Resolution No. 1331, June 2021)



No expenditures planned through the current fiscal year

Stormwater/Drainage SDC Fund Resources and Requirements

CAPITAL CONSTRUCTION - STORMWATER/DRAINAGE SDC FUND						
2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
RESOURCES						
-	-	95,331	BEGINNING FUND BALANCE	95,331	95,331	95,331
-	-	1,500	Interest Income <i>From Governmental SDCs, Storm Share</i>	2,700	2,700	2,700
-	-	5,600	SDC - Storm Water/Drainage	6,300	6,300	6,300
-	-	7,100	Total New Resources	9,000	9,000	9,000
-	-	102,431	TOTAL RESOURCES	104,331	104,331	104,331
EXPENDITURES						
Materials & Services						
-	-	5,000	Other Professional Services	-	-	-
-	-	5,000	Materials & Services Total	-	-	-
Capital Outlay						
-	-	-	System Expansion	-	-	-
-	-	-	Capital Outlay Total	-	-	-
-	-	5,000	TOTAL EXPENDITURES	-	-	-
ENDING FUND BALANCE						
		97,431	ESTIMATED ENDING FUND BALANCE	104,331	104,331	104,331
		102,431	TOTAL REQUIREMENTS	104,331	104,331	104,331

Capital Const. - Parks SDC Fund



The Parks SDC Fund supports park infrastructure expansion and improvement. This fund is largely supported by system development charges assessed on new development. Previous Parks SDC's were reported in the Governmental SDC fund.

Fiscal Year 2023 Budget: \$673,547

Fiscal Year 2024 Budget: \$431,400

2024 Full-Time Equivalents (FTE): 0.0

The Parks System Development Charges (SDCs) are general government fees and charges that are dedicated to infrastructure and recorded in the Capital Construction-Parks SDC Fund

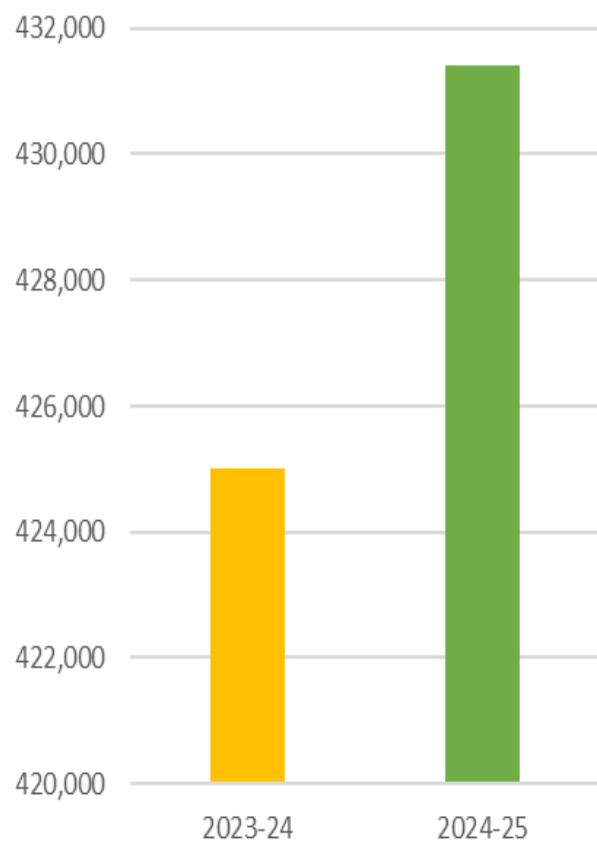
Oregon Revised Statutes 223.297 - 223.314 defines SDCs and specifies how they must be calculated, applied, and accounted for by local government. The City Council adopts an SDC methodology and then establishes the SDC level by resolution:

- Parks SDC
Resolution No. 1348, February 2022

2024 Key Initiatives:

- Site preparation for off-leash dog park
- Acquisition of 1 additional acre of park-land per Veneta Parks, Recreation and Open Space Master Plan

Parks SDC Fund Year-to-Year Expenditures; Fiscal Years 24-25



Capital Construction Parks SDC Fund

Resources and Requirements

CAPITAL CONSTRUCTION - PARKS SDC FUND						
2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
			RESOURCES			
-	-	517,347	BEGINNING FUND BALANCE	356,300	356,300	281,800
-	-		Parkland Acquisition Fees	-	-	-
-	-	7,500	Interest Income	9,600	9,600	9,600
			From Governmental SDCs, Park Share	-	-	-
-	-	148,700	SDC - Parks	140,000	140,000	140,000
-	-	156,200	Total New Resources	149,600	149,600	149,600
-	-	673,547	TOTAL RESOURCES	505,900	505,900	431,400
EXPENDITURES						
Materials & Services						
-	-	5,000	Other Professional Services	-	-	-
-	-	5,000	Materials & Services Total	-	-	-
Capital Outlay						
-	-	200,000	System Expansion	505,000	505,000	411,300
-	-		System Improvements	-	-	-
-	-	200,000	Capital Outlay Total	505,000	505,000	411,300
-	-	205,000	TOTAL EXPENDITURES	505,000	505,000	411,300
-	-		ENDING FUND BALANCE			
		468,547	ESTIMATED ENDING FUND BALANCE	900	900	20,100
-	-	673,547	TOTAL REQUIREMENTS	505,900	505,900	431,400

Debt Service Fund



Purpose:

The Debt Service Fund is a non-major fund which exists solely to pay the principal and interest on outstanding general obligation bonds. The Debt Service Fund is largely supported by property taxes and interest revenue.

2023-24 Adopted Budget: \$334,879

2024-25 Adopted Budget: \$331,542

2024-25 Key Initiatives

- Continue timely payment of loan interest and principal based on best financial projections

Mission

Make timely payments on the principal and interest on the City's debt obligations.

Overview

Under Oregon law, municipalities have the authority to borrow money and issue bonds pursuant to limitations. The debt the City incurs is primarily long-term in order to finance large capital projects. The principal and interest payments on any outstanding loans and bond issues are included in this Fund.

Long-Term Objectives

- Continue maintaining and improving the City's standing with its debt obligations and potential creditors

Recent Accomplishments

- Re-financed USDA Bond, saving the City \$662,788 in net present value over the life of the loan

Debt Service Fund Resources and Requirements

DEBT SERVICE FUND

2022 Actual	2023 Actual	2024 Adopted	Description RESOURCES	2025 Requested	2025 Approved	2025 Adopted
214,314	221,431	229,300	BEGINNING FUND BALANCE (Adjusted)	228,562	228,562	228,562
1,172.43	1,846.56	1,500.00	Property Taxes-Prior Years	1,500	1,500	1,500
184.05	157.35	100	Interest on Property Taxes	100	100	100
884.37	5,904.54	5,000.00	Interest Income	8,000	8,000	8,000
216,555	229,339	235,900	Total Resources, except taxes to be levied	238,162	238,162	238,162
		98,979.00	Taxes estimated to be received	93,380	93,380	93,380
97,374.67	96,297.52		Taxes collected in year levied			
313,930	325,637	334,879	TOTAL RESOURCES	331,542	331,542	331,542

EXPENDITURES

Debt Service

Bond Principal Payments

Issue Date: 02/12/2010

65,000.00	67,000.00	73,000.00	2010 Pool Bond Princi	75,000	75,000	75,000
65,000	67,000	73,000		Total Principal	75,000	75,000
Bond Interest Payments						
27,499.89	24,607.39	21,630.00	2010 Bond Interest	18,380	18,380	18,380
27,500	24,607	21,630		Total Interest	18,380	18,380
92,500	91,607	94,630	Debt Service Total	93,380	93,380	93,380
92,500	91,607	94,630	TOTAL EXPENDITURES	93,380	93,380	93,380
221,430	234,030		ENDING FUND BALANCE			
		240,249	ESTIMATED ENDING FUND BALANCE	238,162	238,162	238,162
313,930	325,637	334,879	TOTAL REQUIREMENTS	331,542	331,542	331,542

Reserve - Public Works Equipment Fund



Purpose:

Accumulating a fund balance for future purchases of equipment and/or vehicles. This fund is largely supported by transfers from the parks & rec and other utility funds.

2023-24 Adopted Budget: \$169,200

2024-25 Adopted Budget: \$115,500

History:

The Public Works equipment fund is used for purchasing new vehicles, equipment, and other materials.

Overview:

This fund is administered by the Public Works Department. This Fund is not related to any City-wide Master Plan.

Mission

Financing equipment purchases for the Public Works Department.

Operations

The Public Works Department purchases new public works equipment as needed.

Long-term Objectives

- Continuing to purchase city vehicles to update the City's fleet
- Purchasing equipment as needed to support the functions of the City of Veneta

Recent Accomplishments

- Acquired a new mower, a trailer-mount Vactor, and vehicle for Public Works
- Purchased pole arms to support flower baskets and banner arms on West Broadway

Reserve - Public Works Equipment Fund

Resources and Requirements

P.W. EQUIPMENT FUND

2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
			RESOURCES			
189,546	180,785	145,000	BEGINNING FUND BALANCE	92,800	92,800	92,800
1,056	4,326	4,200	Interest Income	2,700	2,700	2,700
-	-	-	From Parks & Recr Fund	-	-	-
-	-	5,000	From Street Fund	5,000	5,000	5,000
-	-	5,000	From Water Fund	5,000	5,000	5,000
-	-	5,000	From Sewer Fund	5,000	5,000	5,000
-	-	5,000	From Storm Fund	5,000	5,000	5,000
1,056	4,326	24,200	Total New Resources	22,700	22,700	22,700
190,602	185,111	169,200	TOTAL RESOURCES	115,500	115,500	115,500

EXPENDITURES

Capital Outlay

9,817	-	115,000	Equipment	-	-	-
-	40,000	16,000	Mobile Equipment	-	-	-
9,817	40,000	131,000	Capital Outlay Total	-	-	-
9,817	40,000	131,000	TOTAL EXPENDITURES	-	-	-
180,785	145,111		ENDING FUND BALANCE			
		38,200	ESTIMATED ENDING FUND BALANCE	115,500	115,500	115,500
190,602	185,111	169,200	TOTAL REQUIREMENTS	115,500	115,500	115,500

Reserve - Enterprise (Sewer) Fund



Fund Purpose:

Financing Capital Improvement Projects for the City's wastewater system .

2023-24 Adopted Budget: \$234,500

2023-24 Adopted Budget: \$4,928,700

History:

The fund was created in 2009. Per ORS, the fund must be reviewed every ten years. Therefore, the fund needs to be reviewed in June 2029.

Overview:

The fund is administered by the Public Works Department which manages the City's wastewater system. The fund finances the implementation of projects identified in the 2016 Wastewater System Master Plan.

Mission

The responsible and fiscally responsible implementation of wastewater system capital improvements.

Overview

Operations -

- Financing capital improvement projects

Planning and Ecological Services -

- Implementation of projects in the City's 2016 Wastewater System Master Plan

Business Services -

- Development of wastewater system

Recent Accomplishments

- Installed sewer connection for potential new restroom in City Park
- Refurbished east aeration basin at the City's Wastewater Treatment Plant

Reserve - Enterprise (Sewer) Fund

Resources and Requirements

RESERVE: ENTERPRISE (SEWER)

2022 Actual	2023 Actual	2024 Adopted	Description RESOURCES	2025 Requested	2025 Approved	2025 Adopted
222,829	224,070	229,300	BEGINNING FUND BALANCE	224,000	224,000	224,000
1,241	5,746	5,200	Interest Income	4,700	4,700	4,700
-	-	-	Sewer Fund	4,700,000	4,700,000	4,700,000
1,241	5,746	5,200	Total New Resources	4,704,700	4,704,700	4,704,700
224,070	229,816	234,500	TOTAL RESOURCES	4,928,700	4,928,700	4,928,700
EXPENDITURES						
Transfers						
-	-	-	To Sewer Fund	-	-	-
-	-	-	Transfers Total	-	-	-
-	-	-	TOTAL EXPENDITURES	-	-	-
224,070	229,816		ENDING FUND BALANCE			
		234,500	ESTIMATED ENDING FUND BALANCE	4,928,700	4,928,700	4,928,700
224,070	229,816	234,500	TOTAL REQUIREMENTS	4,928,700	4,928,700	4,928,700

Reserve - Governmental Fund (Street & Admin Bldg)



Fund Purpose:

Financing Capital Improvement Projects for the City's streets system.

2022-23 Adopted Budget: \$193,100

2023-24 Adopted Budget: \$199,100

History:

The fund was created in 2008, modified in 2014, and last reviewed in May of 2024. Per ORS, the fund must be reviewed every ten years.

Overview:

This fund is administered by the City's Public Works Department. Capital Improvement Projects are designated in the City's 2016 Transportation System Plan and largely dictated by the pace of development.

Mission

The responsible and fiscally responsible implementation of streets system capital improvements.

Overview

- *Operations* - Financing capital improvement projects
- *Planning and Ecological Services* - Implementation of projects in the City's 2016 Wastewater System Master Plan
- *Business Services*— Development of streets
- transportation system

Recent Accomplishments

- Completion of a full improvement design for East Hunter from Territorial Road to Crystal Street
- Adoption of new Transportation SDC

Reserve - Governmental Fund

Resources and Requirements

RESERVE: GOVERNMENTAL (STREET & ADMIN BLDG)

2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
RESOURCES						
183,497	183,497	188,800	BEGINNING FUND BALANCE	195,300	195,300	195,300
1,022	4,732	4,300	Interest Income	3,800	3,800	3,800
-	-	-	From Street Fund	-	-	-
1,022	4,732	4,300	Total New Resources	3,800	3,800	3,800
184,519	188,229	193,100	TOTAL RESOURCES	199,100	199,100	199,100
EXPENDITURES						
Transfers						
-	-	-	To Street Fund	-	-	-
-	-	-	Transfers Total	-	-	-
-	-	-	TOTAL EXPENDITURES	-	-	-
184,519	188,229		ENDING FUND BALANCE			
		193,100	ESTIMATED ENDING FUND BAL	199,100	199,100	199,100
184,519	188,229	193,100	TOTAL REQUIREMENTS	199,100	199,100	199,100



Section 8

Budget Message
Agency Structure
Budget Overview

Veneta Urban Renewal Agency

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The City of Veneta established the Veneta Urban Renewal Agency (Agency) in 1984 as a tax increment financing program for \$7,000,000 in public improvements over the next twenty years. The goals for the Veneta Urban Renewal Plan are to revitalize the downtown core, amenities, and business areas of Veneta and it will provide strong incentives to businesses to locate in the community. Doing so will accomplish the primary goal of the Veneta Comprehensive Plan: "Veneta shall develop as a mid-Lane service, retail and employment center..." to serve the residents of west central Lane County. The original 1984 Plan included a Public Improvements Priority List consisting of 14 projects, most of which now have been completed.

A 2019 substantial amendment to the Plan increased the Agency's boundary and also increased the maximum indebtedness by \$4,813,062 to \$18,426,665. This increase allows the Agency to borrow additional funds against the anticipated property tax revenues from properties within the urban renewal district. It also changed the Plan duration from 20 years to expected termination in fiscal year 2029-2030. The 2019 amendment package resulted in a new list consisting of 26 projects, with notable additions being improvements to Bolton Hill Sports Complex, which was included in the boundary expansion.

The City has benefitted greatly from the funding provided by urban renewal. Some of the projects partly or wholly funded by urban renewal dollars include:

- Water system upgrades, including the supply pipeline from EWEB in Eugene
- Numerous improvements within the downtown business district, including the street improvements, landscaping, monument, decorative street lighting and a Park & Ride lot
- Upgrades to recreational facilities, including multi-phase improvements at City Park

Budget Message for Fiscal Year 2024-2025

As with the City of Veneta's Fiscal Year 2024-2025 budget, the Agency's Fiscal Year 2024-2025 Budget reflects a stable basis for revenue and expenditure forecasting. The budget document provided to the Agency Board is formatted according to Oregon Budget Law. It estimates funding resources and expenditure requirements that are balanced within funds to record financial activity, and includes source materials on estimated property taxes and inter-fund transfers.

There are no significant changes in regulatory, legislative, or economic matters impacting Fiscal Year 2024-2025 when compared to previous fiscal years. Additionally, the Agency will continue to budget a line-of-credit loan to fund program expenses in advance of receiving property tax revenues later in the fiscal year and promptly re-pay that loan with unappropriated ending fund balance from the Agency's Debt Service Fund. The Agency's line-of-credit loan increased by \$1,940,000 from the last fiscal year to account for anticipated Phase 1 construction on the Bolton Hill Sports Complex.



Agency Structure

The Mayor and City Councilors fill the role of the Agency's Board. The Board meets quarterly, and can meet as often as it deems necessary. The Board relies on the City's staff to develop, implement, and operate its programs, projects, etc. In return the Agency has an obligation, through a contract, to reimburse the City for staff, general support, and overhead. The contract includes a fixed amount of \$5,000 and a variable amount based on the number of hours that staff actually spend on Agency activities and tasks.

The URA has one General Fund type and one Debt Service type fund. They are both considered "Governmental" and "Major" for reporting purposes. Neither of the funds have more than one department.

Fund Type and Functions

General Fund. The General Fund accounts for resources that are generally not dedicated for a specific purpose. Most services provided are basic to the everyday operation of the Agency.

Primary Functions:

- ❖ Administration
- ❖ Non-capital programs and projects
- ❖ Support to the City for qualifying capital improvements

Debt Service Fund. This fund is used to account for the payment of principal and interest on bond issues. The revenues used to retire debt can come from taxes or other revenue sources.

Primary Functions:

- ❖ Payment of principal and interest on outstanding bonds and other debt

Budget Overview

The budget summary appears below. The total budget expenditures for the current fiscal year are \$5,364,700. This represents roughly a \$3,528,200 increase from the prior year's budget total. The increase can be attributed to initial construction of a 10+ acre outdoor sports complex that is expected to begin within the current fiscal year.

Veneta Urban Renewal Agency



SUMMARY OF RESOURCES				SUMMARY OF REQUIREMENTS		
FUNDS BY TYPE	BEGINNING FUND BALANCE PROJECTED FUND BALANCE @ 7-1-2024	TOTAL NEW REVENUE	TOTAL RESOURCES (Beginning Fund Balance + New Revenue)	TOTAL EXPENDITURES	ENDING FUND BALANCE PROJECTED FUND BALANCE @ 6-30-2025	TOTAL REQUIREMENTS (Expenditures + Ending Fund Balance)
GENERAL FUND:						
General Fund	653,422	2,798,067	3,451,489	2,572,200	879,289	3,451,489
DEBT SERVICE FUND:						
Debt Service	3,014,835	955,848	3,970,683	2,792,500	1,178,183	3,970,683
TOTALS	\$ 3,668,257	\$ 3,753,914	\$ 7,422,171	\$ 5,364,700	\$ 2,057,471	\$ 7,422,171

Consolidated budget detail, for both of the Agency's funds, can be found in the section entitled "Consolidated Financials". Budget detail pages for each fund are located in the Appendix.

Current Area of Focus

The budget prioritizes funding for Agency priority issues that includes community development and economic development.

For example, \$1,730,00 of urban renewal funds will fund the final design and Phase 1 construction of a new 10+ acre outdoor sports complex. Economic development initiatives include \$250,000 for developing a W. Broadway commercial property in the downtown district, and more than \$450,000 to acquire three additional lots on W. Broadway and begin planning for commercial development, and \$30,000 for City gateway beautification.

Recent Accomplishments

The Agency provided funding through the City Parks and Recreation Fund for the concept design engagement on the Bolton Hill Sports Complex project.

Budget Process

The budget process for the URA parallels the process for the City of Veneta. For more details, see the section entitled "Budget Process" in the City's portion of this document.

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Section 9

Resources

Veneta Urban Renewal Agency

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Resources

The term “Resources” refers to the total amount of “money” available to be used during any given year. Broadly speaking, resources for the Urban Renewal Agency (URA) can be split into two types: 1) Beginning Fund Balance (Retained Earnings); and 2) New revenue (Tax Increment Financing).

Beginning Fund Balance

The fund balance can be thought of as retained earnings – the accumulation from one year to the next of the difference between revenues and expenditures. While the Urban Renewal Agency is not in business to “grow” retained earnings, the amount can have a huge impact on its ability to operate and meet the objectives of the URA Plan.

Each year in the budget process the current year’s activity is reviewed and projections are made, by fund, of the expected ending fund balance. These projected amounts become the beginning fund balances used to prepare the next year’s budget. Actual results can vary depending on the number and significance of unplanned events and needs and the progress made on planned expenditures.

For the upcoming fiscal year, the combined beginning fund balance is estimated to be \$3,668,257. This total is roughly \$957,000 more than last year’s projected beginning fund balance because incentives were not awarded and projects were in pre-development negotiations.

New Revenue

The URA’s new revenue is calculated using various methods and factors including, but not limited to historical amounts, economic trends, and information obtained from internal and external sources. Property Taxes are the URA’s only major revenue type; however, the URA does frequently borrow money on a short-term basis. For the upcoming year the short-term loan is expected to be \$2,790,000. The proceeds support eligible projects being undertaken by the City.

The following chart is a summary of the estimated resources for the upcoming year.

SUMMARY OF RESOURCES							
FUNDS BY TYPE	BEGINNING FUND BALANCE				OTHER	TOTAL NEW REVENUE	TOTAL RESOURCES (Beginning Fund Balance + New Revenue)
	PROJECTED FUND BALANCE @ 7-1-2024	PROPERTY TAXES	LOAN PROCEEDS	INTEREST INCOME			
GENERAL FUND:							
General Fund	653,422	-	2,790,000	8,067		2,798,067	3,451,489
DEBT SERVICE FUND:							
Debt Service	3,014,835	928,869	-	24,810	2,168	955,848	3,970,683
TOTALS	\$ 3,668,257	\$ 928,869	\$ 2,790,000	\$ 32,877	\$ 2,168	\$ 3,753,914	\$ 7,422,171

Property Taxes

The Debt Service Fund of the Urban Renewal Agency (URA) receives property tax funds. The property tax money is solely used to meet the URA's debt obligations. Most urban renewal plans are funded substantially from portions taken out of local government property tax levies (division of tax revenue). These resources may only be used to pay principal and interest on indebtedness the Agency has incurred for the Urban Renewal Plan.

Urban renewal agencies are subject to Local Budget Law and may request division of tax and special levy calculations be done to raise less than the maximum allowable revenue each year. When these resources have accumulated sufficiently to pay off all approved principal and interest on indebtedness, the URA is required to notify the assessor to stop division of tax.

Tax Increment Revenue and Division of Tax

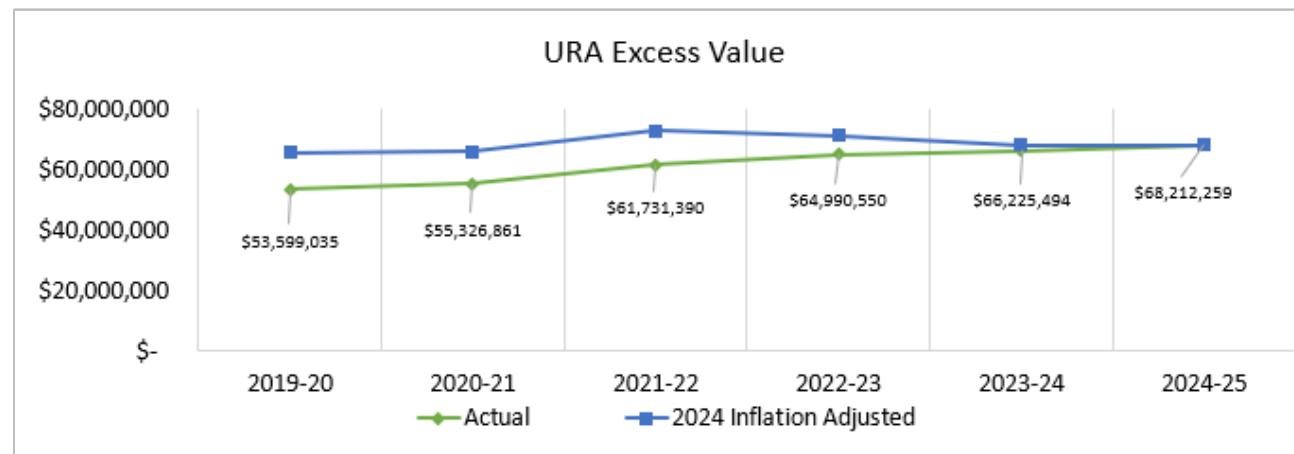
Division of tax revenue is calculated by splitting local government property taxes between the local governments that levied taxes and the URA. Tax increment revenues are the amount of property taxes generated by the increase in total assessed values in the urban renewal area from the time the urban renewal area is first established. The assessed value of an urban renewal area at the time the plan is adopted is called the "frozen base." Growth above the base is called the "increment."

This tax splitting may have a couple different effects depending on the levy type. For operating (permanent rate) levies that are levied at a particular rate, division of tax does not change the tax rate or cause much change in the overall amount of tax billed, but it does reduce the amount that gets distributed to the local governments. In contrast, it affects some bond and local option levies that are levied to raise a particular dollar amount by causing those tax rates to be higher in order to raise enough tax to cover both the levied amount as well as the division of tax amount.

Both the division of tax and urban renewal special levy amounts are subject to constitutional tax limitations (Article XI, section 11b of the Oregon Constitution), and are distributed to the URA.

Excess Values

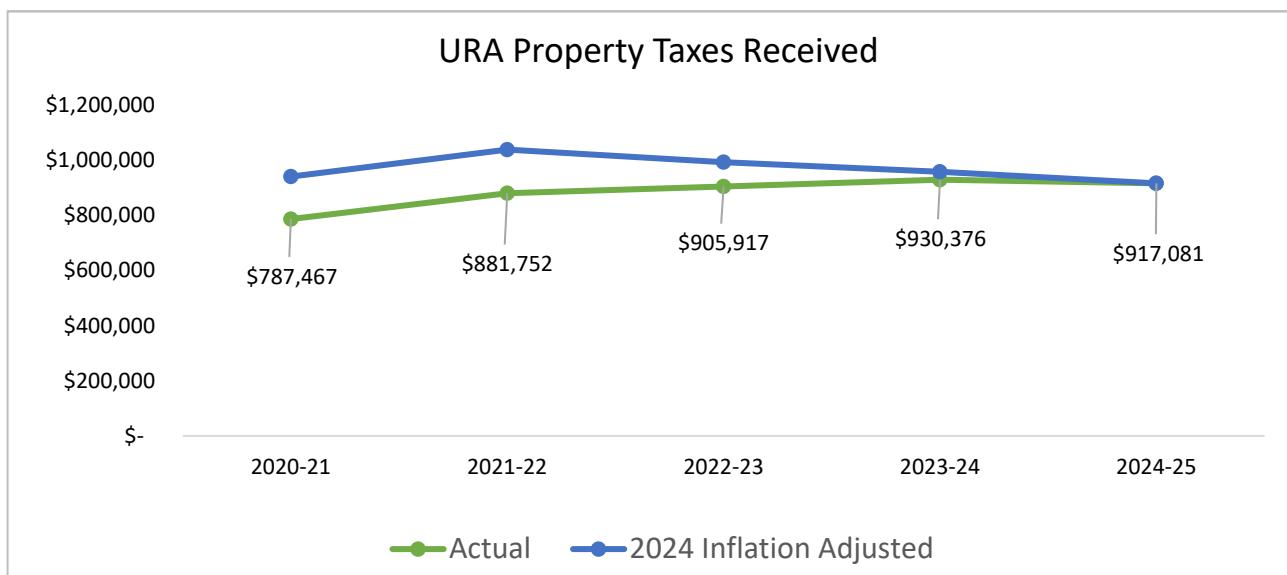
The excess value for Veneta's URA continues to increase year to year. The increases over the prior two years averaged \$2.3 million. The chart below provides the excess values from 2019-20 through 2024-25.



Veneta Urban Renewal Agency's Property Tax Picture

The calculation for fiscal year 2024-25 assumes that the excess value will increase by 3.00% and the uncollectible rate will be approximately 4.00%. Given these assumptions the URA is expecting to receive \$917,081 specific to the levy for the year. The amount of property taxes that the URA has received since fiscal year 2020-21 is shown in the chart below by year.

Property Tax Money Received
Fiscal Year 2020-21 through Estimated Fiscal Year 2024-25



Property Tax Collections

Property taxes are levied by taxing agency in accordance with Oregon Local Budget Law and certified to the Lane County Assessor. Property taxes are collected by the assessor's office and distributed to each taxing agency within the district. The taxes are due in three separate payments each year. However, counties are allowed to provide a discount if property owners pay the tax in full in November.

Other Revenue

The URA also receives Investment Earnings and Loan Proceeds. The need for loans is determined by the types and size of the projects being supported in the upcoming year.

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Section 10

Requirements

Veneta Urban Renewal Agency

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Requirements

The term “Requirements” refers to the total amount of “money” budgeted to spend (expenditures) and to carry-over for the next year (fund balance). These are often also referred to as Appropriated (authority to spend) and Unappropriated (available for the following year). Appropriated expenditures are further separated by classification. The Urban Renewal Agency (URA) budget typically uses only the following three classifications: 1) Materials and Services, 2) Debt Service, and 3) Transfers Out.

Materials and Services

This expenditure classification is used to budget and account for all supplies, maintenance, overhead, and operating needs within each fund. Typically, these remain fairly constant from one year to the next. Exceptions occur when changes are made to the programs being offered and to the projects being supported. Redevelopment continues to be an area of focus.

Debt Service

Amounts needed to make principal and interest payments on any outstanding loans and bond issues are appropriated under this classification. The Agency borrows money on a short-term basis using a “Du Jour” Loan. The amount is driven by the planned projects each budget year. The proposed budget includes a loan of \$2,790,000. As stated previously, this is the amount necessary to support City projects for which using URA resources is allowable.

Transfers

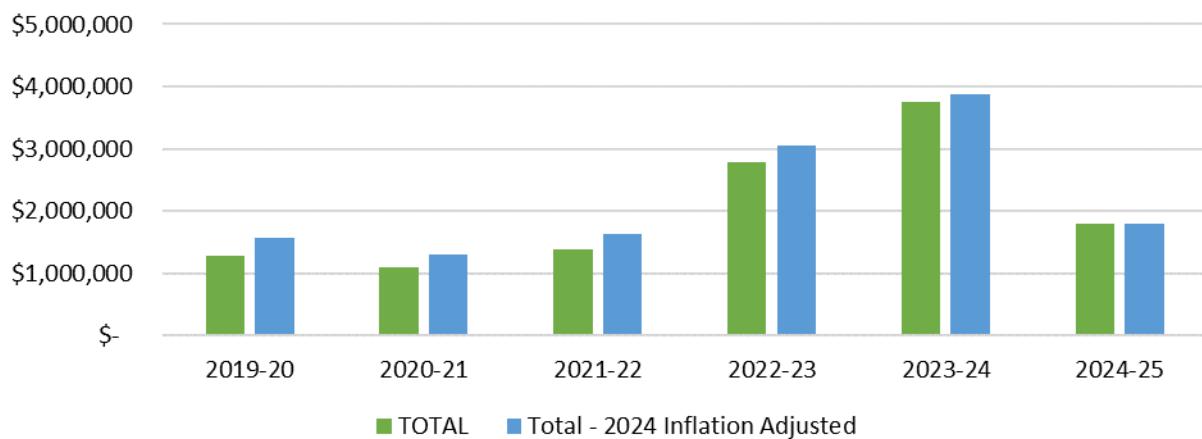
This is an expenditure classification used by the URA to contribute to qualified City capital projects. In broad terms, a project needs to benefit the URA area and be included in the URA’s Official Plan. For the fiscal year 2024-2025 the URA is proposing to transfer \$2,472,000 to the City for projects in Park Facilities, Street Construction and Economic Development.

Unappropriated/Ending Fund Balance

An amount set aside in the budget to be used as a cash carryover to the next year’s budget. It provides the Urban Renewal Agency with cash until tax money is received from the county treasurer beginning in November. This amount cannot be transferred by resolution or used through a supplemental budget, unless necessitated by a qualifying emergency.

Overall, the URA fund balance is expected to decrease by \$1,610,786. As a result of minimal actual expenditures in the prior budget year, the beginning fund balance in FY 2024-25 was approximately \$1,053,565 more than the prior year’s projected ending fund balance. The table below presents the actual ending fund balances for the past five completed fiscal years beginning in 2019-20, along with the budgeted ending fund balances for the current year. The table includes inflation-adjusted numbers for comparison over time.

URA Total Funds: Ending Fund Balance



The schedule below presents the requirements as they appear in the budget by fund and classification. The consolidated schedules in the next section present the budget figures in comparison with the past few years.

SUMMARY OF REQUIREMENTS								
MATERIALS & SERVICES	CAPITAL OUTLAY	DEBT SERVICE	TRANSFERS	CONTINGENCY	TOTAL EXPENDITURES	ENDING FUND BALANCE PROJECTED FUND BALANCE @ 6-30-2025	TOTAL REQUIREMENTS (Expenditures + Ending Fund Balance)	
100,200	-	-	2,472,000	-	2,572,200	879,289	3,451,489	
-	-	2,792,500	-	-	2,792,500	1,178,183	3,970,683	
\$ 100,200	\$ -	\$ 2,792,500	\$ 2,472,000	\$ -	\$ 5,364,700	\$ 2,057,471	\$ 7,422,171	



Section 11

Consolidated Financials

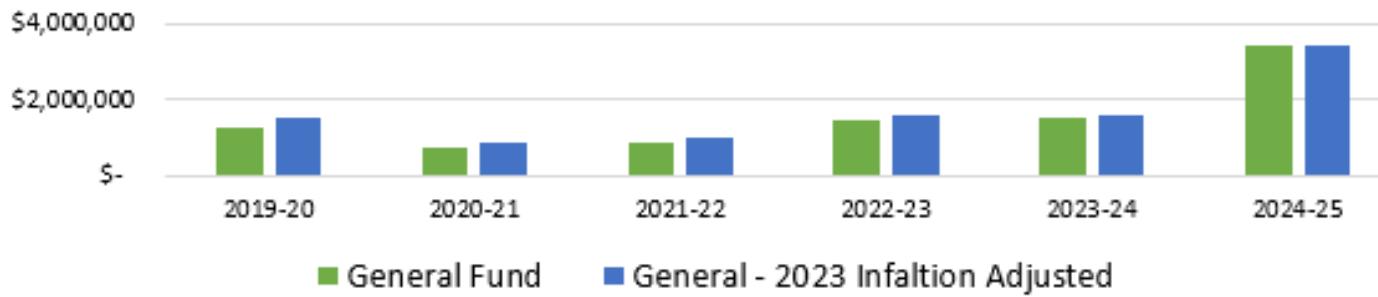
Veneta Urban Renewal Agency

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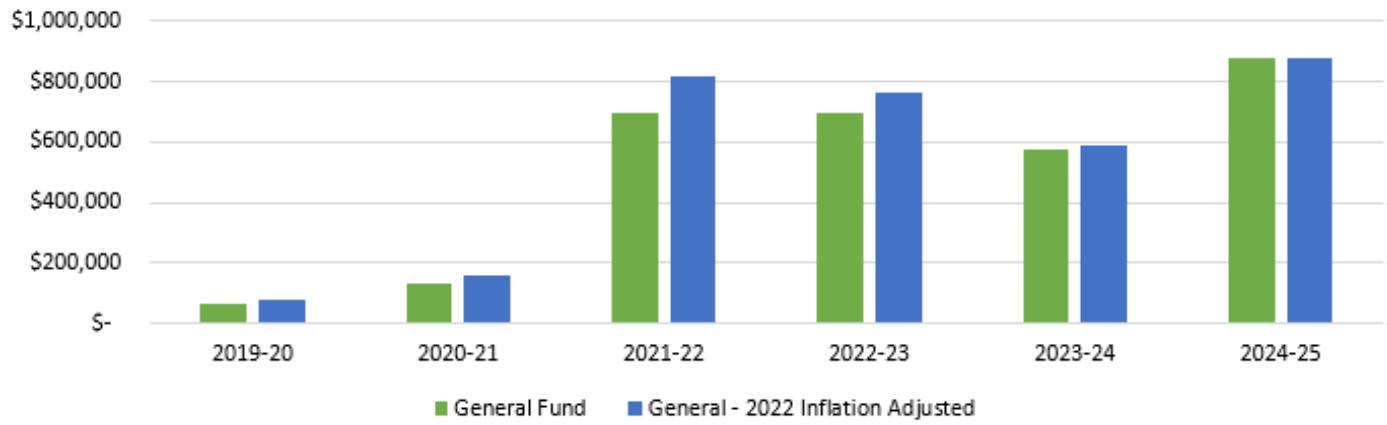
URBAN RENEWAL AGENCY - GENERAL FUND

	2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
RESOURCES							
1	735,329	695,041	695,100	BEGINNING FUND BALANCE	653,422	653,422	653,422
2	2,114	8,828	12,600	Interest Income	8,067	8,067	8,067
3	-	-	850,000	Loan Proceeds	2,790,000	2,790,000	2,790,000
4	737,443	703,869	1,557,700	Total Resources, except taxes to be levied	3,451,489	3,451,489	3,451,489
5				Taxes estimated to be received			
6				Taxes collected in year levied			
7	737,443	703,869	1,557,700	TOTAL RESOURCES	3,451,489	3,451,489	3,451,489
8							
EXPENDITURES							
10				Materials & Services			
11	1,086	634	2,000	Administrative Supplies	1,000	1,000	1,000
12	50		-	Public Relations/Marketing	100	100	100
15			1,000	Debt Issuance Costs	1,000	1,000	1,000
13		1,000	90,000	Redevelopment Toolkit	90,000	90,000	90,000
17	535	5,000	5,000	Administration Functions by City	5,000	5,000	5,000
18	140		10,000	Legal Fees	500	500	500
19	20	500	500	Audit Fees	500	500	500
20	-	-	-	Downtown Retail Marketing Implementation	-	-	-
21	570	4,398	15,000	Other Professional Services	2,100	2,100	2,100
22	2,402	11,532	123,500	Materials & Services Total	100,200	100,200	100,200
23							
24				Transfers			
26	40,000	-	500,000	COV Park Facilities	1,730,000	1,730,000	1,730,000
28	-	-	320,000	COV Economic Development	712,000	712,000	712,000
27	-	-	30,000	COV Streets	30,000	30,000	30,000
32	40,000	-	850,000	Transfers Total	2,472,000	2,472,000	2,472,000
33							
34	-	-	10,000	Contingency	-	-	-
35							
36	42,402	11,532	983,500	TOTAL EXPENDITURES	2,572,200	2,572,200	2,572,200
37	695,041	695,041		ENDING FUND BALANCE			
38			574,200	ESTIMATED FUND BALANCE	879,289	879,289	879,289
39	737,443	706,573	1,557,700	TOTAL REQUIREMENTS	3,451,489	3,451,489	3,451,489

URA General Fund: Resources & Requirements



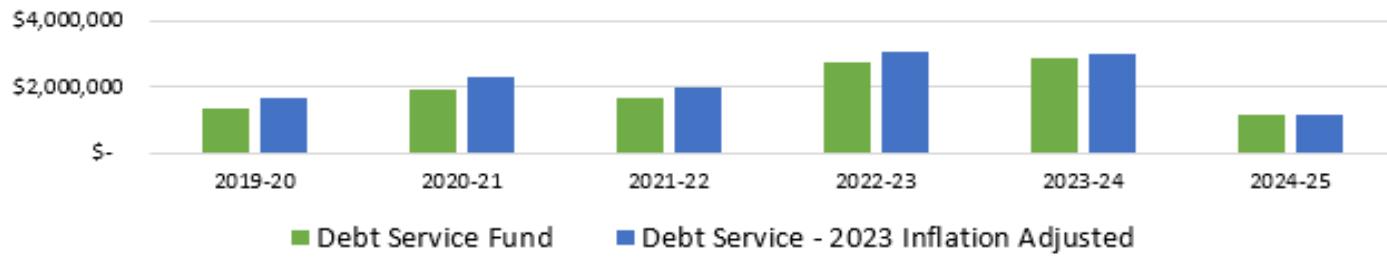
URA General Fund: Ending Fund Balance



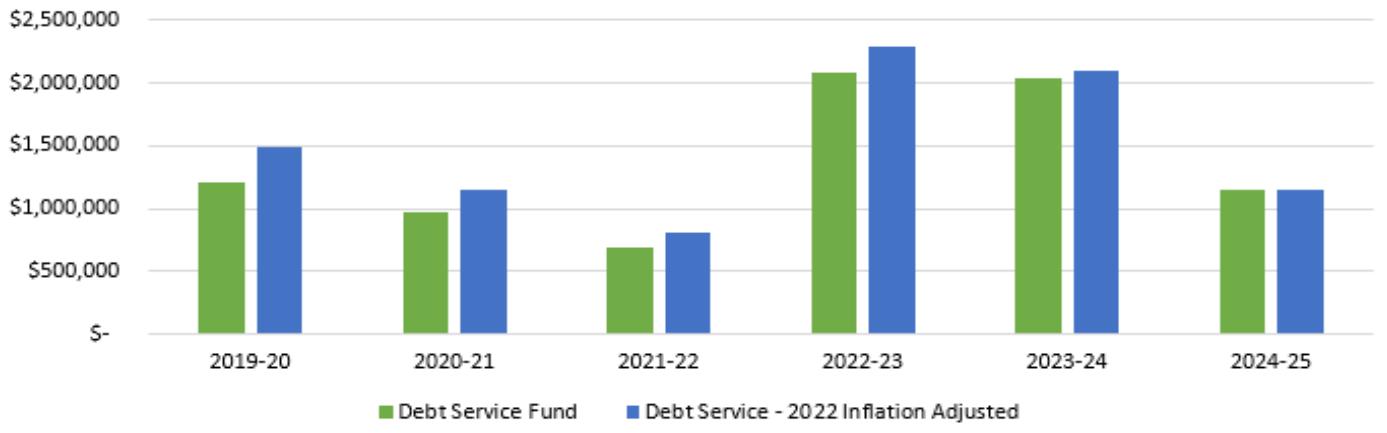
URBAN RENEWAL AGENCY - DEBT SERVICE FUND

	2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted	
RESOURCES								
1	1,095,379	1,995,669	2,015,700	BEGINNING FUND BALANCE	3,014,835	3,014,835	3,014,835	
2	9,900	16,288	10,500	Previously Levied Taxes	11,788	11,788	11,788	
3	3,866	1,137	1,000	In-Lieu/Other	2,168	2,168	2,168	
4	1,501	1,310	1,500	Interest on Taxes	1,241	1,241	1,241	
5	129	393	250	Investment Income on Taxes	174	174	174	
6	3,142	25,348	18,800	Interest Income	23,395	23,395	23,395	
7	1,113,917	2,040,146	2,047,750	Total Resources, except taxes to be levied	3,053,602	3,030,206	3,030,206	
8			845,742	Taxes estimated to be received	917,081	917,081	917,081	
9	881,752	928,907		Taxes collected in year levied				
10	1,995,669	2,969,053	2,893,492	TOTAL RESOURCES	3,970,683	3,947,287	3,947,287	
11								
12				EXPENDITURES				
13				Debt Service				
14				"Du Jour" Line of Credit Loan Principal Payment				
15				Issue Date: September 2024				
16	-	-	850,000	2024 Key Bank Loan Principal	2,790,000	2,790,000	2,790,000	
17	-	-	850,000		Total Principal	2,790,000	2,790,000	2,790,000
18				"Du Jour" Line of Credit Loan Interest Payment				
19				Issue Date: September 2024				
20	-	-	2,500	2024 Key Bank Loan Interest	2,500	2,500	2,500	
21	-	-	2,500		Total Interest	2,500	2,500	2,500
22				Water Bonds Principal Payments				
23				Issue Date:				
24	-	-	-	2001 Water Bonds				
25	-	-	-	Total Principal				
26	-	-	-	Water Bonds Interest Payments				
27				Issue Date:				
28	-	-	-	2001 Water Bonds				
29	-	-	-	Total Interest				
30	-	-	500	Bond Agent Fees	-	-	-	-
31	-	-						
32				853,000 Debt Service Total				
33	-	-	853,000		2,792,500	2,792,500	2,792,500	
34				TOTAL EXPENDITURES				
35	-	-	853,000		2,792,500	2,792,500	2,792,500	
36	1,995,669	1,993,362		ENDING FUND BALANCE				
37			2,040,492	ESTIMATED FUND BALANCE	1,178,183	1,154,787	1,154,787	
38	1,995,669	1,993,362	2,893,492	TOTAL REQUIREMENTS	3,970,683	3,947,287	3,947,287	

URA Debt Service Fund: Resources & Requirements



URA Debt Service Fund: Ending Fund Balance





Appendix A

Glossary of Terminology
Acronyms and Abbreviations

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Glossary

Accrual Basis:	Method of accounting recognizing transactions when they occur without regard toward cash flow timing.
Adopted Budget:	Financial plan that forms the basis for appropriations.
Ad Valorem Tax:	A property tax computed as a percentage of the value of taxable property (see "Assessed Value").
Appropriation:	Authorization for spending a specific amount of money for a specific purpose during a fiscal year. It is based on the adopted budget, including supplemental budgets, if any. It is presented in a resolution or ordinance adopted by the governing body.
Approved Budget:	The budget that has been approved by the budget committee. The data from the approved budget is published in the Financial Summary before the budget hearing.
Assessed Value:	The value set on real and personal property as a basis for imposing taxes. It is the lesser of the property's maximum assessed value or real market value. January 1 is the date used to set the real market value of property.
Budget:	The local government's comprehensive financial plan for one fiscal year. It must include a balanced statement of actual revenues and expenditures during each of the last two completed years, and estimated revenues and expenditures for the current and upcoming years.
Budget Message:	Written explanation of the budget and the local government's financial priorities. It is prepared and presented by the budget officer.
Budget Transfers:	Amounts moved from one fund to finance activities in another fund. They are shown as expenditures in the originating fund and revenues in the receiving fund.
Capital Outlay:	Purchases and projects which generally have a useful life of one or more years, extend the useful life or significantly improve an existing asset and/or have a cost of \$5,000 or more. Capital Outlay is one category of expenditure appropriations included in an agencies budget.
	For budgeting purposes capital outlay is broken down further by the following types: <i>Expansion or acquisition</i> – newly acquired or built; addition to existing systems or structures (i.e. land purchase, constructing a new building). <i>Rehabilitation</i> – major repairs, maintenance, or re-builds to return asset or system to original function (i.e. street overlay, engine rebuild). <i>Improvement</i> – major work done that makes the asset or system function better than it did originally (i.e. system component that increases the effectiveness of the system, adding landscaping to bare land, adding sidewalks to an existing street).

Capital Projects Fund:	A fund used to account for resources and expenditures for a major capital item purchase or construction.
Cash Basis:	System of accounting under which revenues are accounted for only when received in cash, and expenditures are accounted for only when paid.
Category of Limitation:	The three categories in which taxes on property are placed before the constitutional limits can be tested – education, general government, excluded from limitation.
Compression:	The term used when the taxes to each agency within a taxing district are reduced because of the Measure 5 Constitutional Limits of \$5 per \$1,000 for education and \$10 per \$1,000 for general government.
Constitutional Limits:	The maximum amount of tax on property that can be collected from an individual property in each category of limitation.
Contingency:	A category of expenditure appropriation shown separately within operating fund(s). Expenditure is not allowed directly from this item. An authorized transfer to another existing appropriation is necessary. This is accomplished by a resolution approved by the governing body.
Debt Service Fund:	A fund established to account for payment of general long-term debt principal and interest.
Double Majority:	A term that refers to an election where at least 50 percent of the registered voters eligible to vote in the election cast a ballot and more than 50 percent voting approve the question.
Enterprise Fund:	A fund established to account for operations that are financed and operated in a manner similar to private business enterprises. They are usually self-supporting. Examples of enterprise funds are those for water, sewer, other utilities, airports, parking garages, transit systems, garbage, and ports.
Expenditures:	Total amount incurred if accounts are kept on an accrual basis; total amount paid if accounts are kept on a cash basis.
Fiscal Year:	A 12-month period to which the annual operating budget applies. At the end of the period, a government determines its financial position and the results of its operations. It is July 1 through June 30 for local governments.
Fund:	A fiscal and accounting entity with self-balancing accounts to record cash and other financial resources, related liabilities, balances, and changes; all segregated for specific, regulated activities and objectives.
Fund Balance:	The excess of the assets of a fund over its liabilities and reserves.
Fund Type:	One of nine fund types: General, special revenue, debt service, capital projects, special assessment, enterprise, internal service, trust and agency, and reserve.

General Fund:	A fund used to account for most fiscal activities except for those activities required to be accounted for in another fund.
Interfund Loans:	Loans made by one fund to another and authorized by resolution or ordinance.
Levy:	Amount of ad valorem tax certified by a local government for the support of governmental activities.
Liability:	Debt or other legal obligation arising from transactions in the past which must be liquidated, renewed, or refunded at a future date.
Local Option Tax:	Taxing authority voter-approved by a double majority that is in addition to the taxes generated by the permanent tax rate. Local option taxes can be for general operations, a specific purpose, or capital projects. They are limited to five years, unless they are for a capital project, then they are limited to the useful life of the project or 10 years, whichever is less.
Materials and Services:	A category of expenditure appropriation used to budget and account for all supplies, maintenance, overhead, and operating needs within each fund.
Maximum Assessed Value (MAV):	The maximum taxable value limitation placed on real or personal property by the constitution. It can increase a maximum of 3 percent each year. The 3 percent limit may be exceeded if there are qualifying improvements made to the property, such as a major addition or new construction.
Measure 5:	A constitutional tax rate limitation (Article XI, Section 11b) passed by the voters in 1990 which restricts the amount an individual property can be taxed. Taxes for schools are limited to \$5 per \$1,000 of real market value. All other general government taxes are limited to \$10 per \$1,000 of real market value.
Measure 50:	Measure 50, passed in 1997, reduced every property's 1995-96 assessed value by 10%, limited annual growth to 3%, and established permanent rate limitations for each taxing district in the state based on the 1997 tax and then reduced by 13%.
Net Working Capital:	The sum of the cash balance, accounts receivable expected to be realized during the ensuing year, inventories, supplies, prepaid expenses less current liabilities and, if encumbrance method of accounting is used, reserve for encumbrances.
Operating Funds:	The City's funds in which most of the daily functions are budgeted and accounted for. The operating funds are the General, Law Enforcement, Parks and Recreation, Planning, Water, Sewer, Streets, and Stormwater Funds. The primary revenue sources in these funds are property taxes, franchise fees, state revenue sharing money, and user fees. The expenditures are primarily personnel, materials and services.
Ordinance:	A formal legislative enactment by the governing board of a municipality.

Permanent Rate Limit:	The maximum rate of ad valorem property taxes that a local government can impose. Taxes generated from the permanent rate limit can be used for any purpose. No action of the local government can increase a permanent rate limit.
Personal Services:	A type of expenditure appropriation included in an agency's budget to account for wage and benefit costs associated with employees.
Proposed Budget:	Financial and operating plan prepared by the budget officer. It is submitted to the public and the budget committee for review.
Real Market Value:	The amount in cash which could reasonably be expected by an informed seller from an informed buyer in an arm's-length transaction as of the assessment date.
Reserve Fund:	Established to accumulate money from year to year for a specific purpose, such as purchase of new equipment.
Resolution:	A formal order of a governing body; lower legal status than an ordinance.
Resource:	Estimated beginning funds on hand plus anticipated current year revenue.
Special Revenue Fund:	A fund used to account for the proceeds of specific revenue sources (other than special assessments, expendable trusts, or major capital projects) that are legally restricted to expenditure for specific purposes.
Supplemental Budget:	A financial plan prepared to meet unexpected needs or to spend revenues not anticipated when the regular budget was adopted. It cannot be used to authorize a tax.
Tax Rate:	The amount of tax stated in terms of a unit of tax for each \$1,000 of assessed value of taxable property.
Transfers:	Moving expenditure authority from an existing appropriation category to another. There are two types: "inter-fund" when the appropriation is being transferred to another fund and "intrafund" when the appropriation is being transferred to another category within the same fund.
Unappropriated Ending Fund Balance:	Amount set aside in the budget to be used as a cash carryover to the next year's budget. It provides the local government with cash until tax money is received from the county treasurer beginning in November. This amount cannot be transferred by resolution or used through a supplemental budget, unless necessitated by a qualifying emergency.
Urban Renewal Agency Plan Area:	Written record developed to remove "blight". The plan can include proposed actions and projects. The area where the work is to be done is known as a "plan area."

List of Acronyms

CDBG	Community Development Block Grant
CIP	Capital Improvement Plan
COV	City of Veneta
FICA	Federal Insurance Contributions Act (General term for Social Security and Medicare Insurance)
FTE	Full-time Equivalents
LGIP	Local Government Investment Pool
LID	Local Improvement District
ODOT	Oregon Department of Transportation
OPSRP	Oregon Public Service Retirement Plan
PERS	Public Employees' Retirement System
RARE	Resource Assistance for Rural Environments
RFP/RFQ	Request for Proposals/Request for Quotes
SDC	System Development Charges
TSP	Territorial Sports Program
URA	Urban Renewal Agency
USDA	United States Department of Agriculture

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RALPH JOHNSON PARK

VENETA'S FIRST MAYOR

Appendix B

City of Veneta
Detail Budget Pages

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SUMMARY OF RESOURCES														
FUNDS BY TYPE	BEGINNING FUND BALANCE	LICENSING AND PERMITTING											TOTAL NEW REVENUE	TOTAL RESOURCES (Beginning Fund Balance + New Revenue)
	PROJECTED FUND BALANCE @ 7-1-2024	PROPERTY TAXES	GOVERNMENT AGENCIES	FRANCHISE FEES	USER FEES	TRANSFERS	LICENSES AND PERMITS	COURT FINES	INTEREST INCOME	GRANTS	ALL OTHER			
GENERAL FUND:														
General Fund	1,993,100	370,500	109,600	142,400	4,700	720,000	7,900	11,200	39,900	61,000	72,800	1,540,000	3,533,100	
SPECIAL REVENUE FUNDS:														
Law Enforcement	498,100	970,000	33,800	17,800	152,100	6,600	300	-	15,200	-	-	1,195,800	1,693,900	
Parms & Recreation	825,100	444,071	88,100	-	76,900	1,775,000	-	-	17,900	175,000	8,700	2,585,671	3,410,771	
Parms & Recreation SDC	281,800	-	-	-	140,000	-	-	-	9,600	-	-	149,600	431,400	
Planning	223,500	155,700	-	-	26,700	-	-	-	6,700	-	69,400	258,500	482,000	
Streets	2,468,200	-	396,500	142,400	208,300	30,000	-	-	60,600	60,000	600	898,400	3,366,600	
Streets SDC	988,238	-	-	-	99,800	-	-	-	14,000	-	17,200	131,000	1,119,238	
Stormwater	292,900	-	-	-	72,700	-	-	-	8,700	-	100	81,500	374,400	
Stormwater SDC	95,331	-	-	-	6,300	-	-	-	2,700	-	-	9,000	104,331	
Building Inspection Program	295,900	-	-	-	158,200	-	-	-	1,600	-	100	159,900	455,800	
Governmental SDC	-	-	-	-	-	-	-	-	-	-	-	-	-	
Zumwalt	89,600	-	-	-	118,600	-	-	-	1,500	-	100	120,200	209,800	
Business Assistance	134,000	-	-	-	-	-	-	-	3,100	-	-	3,100	137,100	
Local Improvement	287,800	-	-	-	-	-	-	-	6,000	-	3,100	9,100	296,900	
ENTERPRISE FUNDS:														
Water	3,802,500	-	-	-	1,114,400	-	-	-	89,700	-	23,600	1,227,700	5,030,200	
Sewer	4,441,900	-	-	-	1,467,300	914,000	-	-	95,300	-	26,600	2,503,200	6,945,100	
Water SDC	128,500	-	-	-	124,700	-	-	-	3,000	-	-	127,700	256,200	
Sewer SDC	667,600	-	-	-	128,000	-	-	-	15,800	-	-	143,800	811,400	
DEBT SERVICE FUND:														
Debt Service	228,562	94,880	-	-	-	-	-	-	8,100	-	-	102,980	331,542	
RESERVE FUNDS:														
PW Equipment	92,800	-	-	-	-	20,000	-	-	2,700	-	-	22,700	115,500	
Reserve - Governmental	195,300	-	-	-	-	-	-	-	3,800	-	-	3,800	199,100	
Reserve -Enterprise	224,000	-	-	-	-	4,700,000	-	-	4,700	-	-	4,704,700	4,928,700	
ADOPTED TOTALS	\$ 18,254,731	\$ 2,035,151	\$ 628,000	\$ 302,600	\$ 3,898,700	\$ 8,165,600	\$ 8,200	\$ 11,200	\$ 410,600	\$ 296,000	\$ 222,300	\$ 15,978,351	\$ 34,233,082	

		SUMMARY OF REQUIREMENTS									
Funds by Type		Personnel Services	Materials & Services	Capital Outlay	Debt Service	Transfers	Contingency	Total Expenditures	Ending Fund Balance @ 6-30-2025	Total Requirements (Expenditures + Ending Fund Balance)	
GENERAL FUND:											
General Fund		559,300	722,500	632,200	-	914,000	210,000	3,038,000	495,100	3,533,100	
SPECIAL REVENUE FUNDS:											
Law Enforcement		130,600	1,147,056	-	-	-	20,000	1,297,656	396,244	1,693,900	
Parms & Recreation		492,600	170,850	2,505,600	-	-	20,000	3,189,050	221,721	3,410,771	
Parms & Recreation SDC		-	-	411,300	-	-	-	411,300	20,100	431,400	
Planning		183,800	140,800	-	-	-	47,400	372,000	110,000	482,000	
Streets		223,900	232,800	42,500	-	9,100	80,000	588,300	2,778,300	3,366,600	
Streets SDC		-	-	82,500	-	-	-	82,500	1,036,738	1,119,238	
Stormwater		57,600	76,900	23,800	-	5,000	50,000	213,300	161,100	374,400	
Stormwater SDC		-	-	-	-	-	-	-	104,331	104,331	
Building Inspection Program		36,800	115,300	-	-	-	10,000	162,100	293,700	455,800	
Governmental SDC		-	-	-	-	-	-	-	-	-	
Zumwalt		35,300	73,300	-	-	47,000	12,200	167,800	42,000	209,800	
Business Assistance		-	50,000	-	-	1,000	-	51,000	86,100	137,100	
Local Improvement		-	2,700	-	16,100	-	-	18,800	278,100	296,900	
ENTERPRISE FUNDS:											
Water		375,300	420,700	341,000	646,900	5,000	100,000	1,888,900	3,141,300	5,030,200	
Sewer		423,500	357,700	1,006,300	96,400	4,705,000	95,800	6,684,700	260,400	6,945,100	
Water SDC		-	-	-	215,700	-	-	215,700	40,500	256,200	
Sewer SDC		-	-	560,000	96,375	-	-	656,375	155,025	811,400	
DEBT SERVICE FUND:											
Debt Service		-	-	-	93,380	-	-	93,380	238,162	331,542	
RESERVE FUNDS:											
PW Equipment		-	-	-	-	-	-	-	115,500	115,500	
Reserve - Governmental		-	-	-	-	-	-	-	199,100	199,100	
Reserve - Enterprise		-	-	-	-	-	-	-	4,928,700	4,928,700	
ADOPTED TOTALS		\$ 2,518,700	\$ 3,510,606	\$ 5,605,200	\$ 1,164,855	\$ 5,686,100	\$ 645,400	\$ 19,130,861	\$ 15,102,221	\$ 34,233,082	

GENERAL FUND

	2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
1	1,365,006	1,751,920	2,246,700	BEGINNING FUND BALANCE	1,993,100	1,993,100	1,993,100
2	3,779	5,889	5,900	Property Taxes-Prior Years	4,400	4,400	4,400
3	584	479	500	Interest on Property Taxes	400	400	400
4	2,869	2,317	2,700	Payments in Lieu of Taxes	2,500	2,500	2,500
5	89,661	92,592	92,600	Emerald PUD Franchise Fees	81,400	81,400	81,400
6	26,219	27,848	27,900	Lane Electric Franchise Fees	29,200	29,200	29,200
7	-	-	500	Telephone Co. Franchise Fees	-	-	-
8	19,090	18,368	18,100	Cable Co. Franchise Fees	16,000	16,000	16,000
9	16,033	17,530	14,600	Garbage Co. Franchise Fees	15,800	15,800	15,800
10	95,487	102,852	97,000	State Liquor Tax	106,100	106,100	106,100
11	4,087	3,872	3,700	State Cigarette Tax	3,500	3,500	3,500
12	21,971	17,970	24,900	SDC Administrative Fees	16,000	16,000	16,000
13	626	189	200	FRSD #28J Excise Admin Fees	700	700	700
14	6,325	4,470	5,900	Lien Search Fees	4,700	4,700	4,700
15	8,954	48,088	50,000	Interest Income	39,500	39,500	39,500
16	43,744	44,796	43,700	Land Lease	48,400	48,400	48,400
17	-	-	-	From Other Fund	-	-	-
18	-	2,000	2,000	From Zumwalt Campground Fund	2,000	2,000	2,000
19	-	1,000	1,000	From Business Assistance Fund	1,000	1,000	1,000
20	-	-	-	URA Staff Reimbursement	-	-	-
21	-	5,000	5,000	URA Administrative Agreement	5,000	5,000	5,000
22	8,277	20,185	5,000	Municipal Court Fines	11,200	11,200	11,200
23	750	450	500	Tree Felling Permits/Fines	500	500	500
24	-	-	-	Ordinance Enf. Reimbursements	-	-	-
25	1,554	1,699	2,000	Animal Control Fees/Licenses	1,000	1,000	1,000
26	2,874	3,017	2,600	Business Registrations	3,100	3,100	3,100
27	775	875	500	Regulatory Business Permits	600	600	600
28	2,960	3,221	3,500	Transient Room Tax	2,700	2,700	2,700
29	700	-	-	VenetaWorks Fees	-	-	-
30	10,697	11,494	11,000	Grant-Lane Co Tourism (RMTP)	11,000	11,000	11,000
31	596,507	639,360	200,000	Grant Awards	50,000	50,000	50,000
32	-	-	320,000	From Urban Renewal Agency	712,000	712,000	712,000
33	9,680	5,775	1,000	Miscellaneous Sources	7,700	7,700	7,700
34	-	25,000	10,000	Business OR Grants	-	-	-

	2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
35	2,339,208	2,858,254	3,199,000	Total Resources, except taxes to be levied	3,169,500	3,169,500	3,169,500
36			346,398	Taxes estimated to be received	363,600	363,600	363,600
37	309,718	335,548		Taxes collected in year levied			
38	2,648,926	3,193,802	3,545,398	TOTAL RESOURCES	3,533,100	3,533,100	3,533,100
39							
40				EXPENDITURES			
41				Admin Personnel Services			
42	195,340	217,680	255,300	Wages	288,200	288,200	288,200
43	-	-		Unemployment Reimbursement	-	-	-
44	18,866	23,054	18,600	W/C and FICA Benefits	24,100	24,100	24,100
45	34,882	32,920	47,100	Health/Life Insurance	47,700	47,700	47,700
46	48,394	55,128	63,700	PERS	69,900	69,900	69,900
47	297,483	328,783	384,700	Admin Personnel Services Total	429,900	429,900	429,900
48	3.27	3.33	3.27	TOTAL FULL-TIME EQUIVALENT (FTE)	3.39	3.39	3.39
49							
50				Admin Materials & Services			
51	85,563	74,361	20,000	Admin Supplies & Services	61,900	61,900	61,900
52	4,324	11,845	11,600	Employee TRN,DEV,MEM	7,800	7,800	7,800
53	169	3,026	2,600	Publishing Costs	1,500	1,500	1,500
54	7,167	9,026	2,200	Telephone Services	5,600	5,600	5,600
55	5,860	5,904	6,300	Electricity	5,700	5,700	5,700
56	3,452	3,335	3,100	Water/Sewer Fees	3,400	3,400	3,400
57	6,183	7,251	22,800	Building Maint/Janitorial Sup	10,000	10,000	10,000
58	260	29	100	Safety Program & Supplies	200	200	200
59	-	-	10,000	Training & Conferences	600	600	600
60	231	338	200	Mileage Lodging & Other Travel	400	400	400
61	6,818	2,643	6,800	Miscellaneous/Discretionary	3,800	3,800	3,800
62	2,320	5,700	5,000	Training & Travel-Officials	3,700	3,700	3,700
63	12,324	61,605	30,000	Public Relations	34,700	34,700	34,700
64	33	353	200	Recognitions	-	-	-
65	-	-		Wellness Program	-	-	-
66	80	-	100	Refunds	100	100	100
67	1,495	1,615	200	Penalties/Interest	1,100	1,100	1,100
68	4,889	4,716	3,000	Office Equipment & Furnishings	3,300	3,300	3,300
69	44,981	27,485	31,100	Attorney & Legal Services	27,500	27,500	27,500
70	11,296	13,635	16,500	General Property/Liability Ins	15,300	15,300	15,300
71	694	694	1,000	Employee Bond Insurance	800	800	800

	2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
72	1,100	2,313	6,600	Audit & Filing Fees	7,400	7,400	7,400
73	14,543	17,874	11,900	Computer System Support-Maint	13,000	13,000	13,000
74	1,545	1,613	1,900	Internet & Web Site Fees	1,800	1,800	1,800
75	-	-	2,200	Janitorial Services Contract	-	-	-
76	-	-	12,200	Low Income Housing Assistance	-	-	-
77	10,574	13,103	16,800	Tourism Support/Projects	10,300	10,300	10,300
78	-	-	4,500	Engineering Fees	-	-	-
79	-	-	1,300	Long Tom Watershed Coun- TMDL	1,300	1,300	1,300
80	580	-	-	CARES COVID-19 Related	-	-	-
81	1,088	1,347	-	ARPA Related-COVID 19	1,300	1,300	1,300
82	-	-	15,000	Urban Forest Program	12,000	12,000	12,000
83	2,453	2,141	1,700	Fern Ridge Service Center	1,800	1,800	1,800
84	44,991	12,037	49,300	Other Professional Services	27,700	27,700	27,700
85	788	885	500	Equip & Vehicle Maint & Repair	800	800	800
86	275,804	284,874	296,700	Admin Materials & Services Total	264,800	264,800	264,800
87							
88				Admin Capital Outlay			
89	-	65,154	130,000	System Expansion	15,000	15,000	15,000
90	-	4,275	25,000	Equipment & Furnishings	5,200	5,200	5,200
91	-	-	-	Equipment	-	-	-
92	-	69,429	155,000	Admin Capital Outlay Total	20,200	20,200	20,200
93							
94				HR Materials & Services			
95	-	25	100	Admin Supplies and Services	100	100	100
96	222	4,233	10,000	Recruitment	1,500	1,500	1,500
97	447	339	800	Employee Wellness Program	1,000	1,000	1,000
98	643	31	2,100	Employee Recognition	7,700	7,700	7,700
99	-	-	25,000	Other Professional Services	3,500	3,500	3,500
100	1,312	4,628	38,000	HR Materials & Services Total	13,800	13,800	13,800
101							

	2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
102				Court Personnel Services			
103	26,330	30,941	35,400	Wages	Req'ted & Approved move to Law Enf. Fund		Adopted
104	2,135	2,796	3,100	W/C and FICA Benefits	Req'ted & Approved move to Law Enf. Fund		Adopted
105	9,058	7,074	7,700	Health/Life Insurance	Req'ted & Approved move to Law Enf. Fund		Adopted
106	7,196	8,691	10,500	PERS	Req'ted & Approved move to Law Enf. Fund		Adopted
107	44,719	49,501	56,700	Court Personnel Services Total		-	-
108	0.49	0.49	0.49	TOTAL FULL-TIME EQUIVALENT (FTE)	<i>Req'ted & Approved move to Law Enf. Fund</i>		<i>Adopted</i>
109							
110				Court Materials & Services			
111	304	310	400	Admin Supplies & Services	Req'ted & Approved move to Law Enf. Fund		Adopted
112	1,250	816	1,100	Employee TRN,DEV,MEM	Req'ted & Approved move to Law Enf. Fund		Adopted
113	496	670	500	Building Maint/Janitorial Sup	Req'ted & Approved move to Law Enf. Fund		Adopted
114	-	-	100	Office Machine Leases	Req'ted & Approved move to Law Enf. Fund		Adopted
115	-	-	200	Training & Conferences	Req'ted & Approved move to Law Enf. Fund		Adopted
116	23	408	100	Mileage Lodging & Other Travel	Req'ted & Approved move to Law Enf. Fund		Adopted
117	-	-	100	Public Relations	Req'ted & Approved move to Law Enf. Fund		Adopted
118	912	1,700	2,000	Refunds	Req'ted & Approved move to Law Enf. Fund		Adopted
119	-	-	100	Restitution - Court Ordered	Req'ted & Approved move to Law Enf. Fund		Adopted
120	-	-	100	Witness Fees	Req'ted & Approved move to Law Enf. Fund		Adopted
121	-	-	100	Municipal Court Supplies	Req'ted & Approved move to Law Enf. Fund		Adopted
122	-	-	400	Attorney & Legal Services	Req'ted & Approved move to Law Enf. Fund		Adopted
123	1,649	1,448	2,300	General Property/Liability Ins	Req'ted & Approved move to Law Enf. Fund		Adopted
124	-	338	800	Audit & Filing Fees	Req'ted & Approved move to Law Enf. Fund		Adopted
125	2,922	3,699	4,000	Computer System Support-Maint	Req'ted & Approved move to Law Enf. Fund		Adopted
126	212	179	300	Internet & Web Site Fees	Req'ted & Approved move to Law Enf. Fund		Adopted
127	4,452	4,452	4,700	Judicial Services	Req'ted & Approved move to Law Enf. Fund		Adopted
128	12,218	14,019	17,300	Court Materials & Services Total	-	-	-
129							
130				Court Capital Outlay			
131	-	-	2,700	Equipment & Furnishings	Req'ted & Approved move to Law Enf. Fund		Adopted
132	-	-	2,700	Court Capital Outlay Total	-	-	-
133							

	2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
134				Code Enf Personnel Services			
135	30,630	33,709	-	Wages	Moved to Law Enforcement Fund in Fiscal Year 2023-2024		
136	2,647	3,351	-	W/C and FICA Benefits	Moved to Law Enforcement Fund in Fiscal Year 2023-2024		
137	10,002	6,914	-	Health/Life Insurance	Moved to Law Enforcement Fund in Fiscal Year 2023-2024		
138	8,280	9,333	-	PERS	Moved to Law Enforcement Fund in Fiscal Year 2023-2024		
139	51,558	53,307	-	Code Enf Personnel Services Total	-	-	-
140	0.54	0.54		TOTAL FULL-TIME EQUIVALENT (FTE)	<i>Moved to Law Enforcement Fund in Fiscal Year 2023-2024</i>		
141							
142				Code Enf Materials & Services			
143	522	685	-	Admin Supplies & Services	Moved to Law Enforcement Fund in Fiscal Year 2023-2024		
144	311	234	-	Employee TRN,DEV,MEM	Moved to Law Enforcement Fund in Fiscal Year 2023-2024		
145	676	1,308	-	Building Maint/Janitorial Sup	Moved to Law Enforcement Fund in Fiscal Year 2023-2024		
146	-	-	-	Office Machine Leases	Moved to Law Enforcement Fund in Fiscal Year 2023-2024		
147	-	-	-	Training & Conferences	Moved to Law Enforcement Fund in Fiscal Year 2023-2024		
148	-	-	-	Mileage Lodging & Other Travel	Moved to Law Enforcement Fund in Fiscal Year 2023-2024		
149	-	-	-	Public Relations	Moved to Law Enforcement Fund in Fiscal Year 2023-2024		
150	-	65	-	Animal Control: Supplies/Admin	Moved to Law Enforcement Fund in Fiscal Year 2023-2024		
151	-	-	-	Animal Control: Voucher Progr	Moved to Law Enforcement Fund in Fiscal Year 2023-2024		
152	2,290	4,598	-	Animal Control: Feral Program	Moved to Law Enforcement Fund in Fiscal Year 2023-2024		
153	-	-	-	Attorney & Legal Services	Moved to Law Enforcement Fund in Fiscal Year 2023-2024		
154	1,710	2,151	-	General Property/Liability Ins	Moved to Law Enforcement Fund in Fiscal Year 2023-2024		
155	-	350	-	Audit & Filing Fees	Moved to Law Enforcement Fund in Fiscal Year 2023-2024		
156	492	1,863	-	Computer System Support-Maint	Moved to Law Enforcement Fund in Fiscal Year 2023-2024		
157	220	185	-	Internet & Web Site Fees	Moved to Law Enforcement Fund in Fiscal Year 2023-2024		
158	594	1,570	-	Ordinance Enforcement Services	Moved to Law Enforcement Fund in Fiscal Year 2023-2024		
159	1,078	3,765	-	Animal Control Contract	Moved to Law Enforcement Fund in Fiscal Year 2023-2024		
160	7,891	16,773	-	Code Enf Materials & Services Total	-	-	-
161							
162				Fern Ridge Serv Ctr Capital Outlay			
163	-	77,458	-	System Improvements	50,000	50,000	50,000
164	-	77,458	-	Fern Ridge Serv Ctr Capital Outlay Total	50,000	50,000	50,000
165							

	2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
166				Public Safety Personnel Services			
167	24,751	22,215	25,300	Wages	39,300	39,300	25,800
168	2,672	2,261	2,100	W/C and FICA Benefits	3,300	3,300	2,200
169	5,100	2,589	5,200	Health/Life Insurance	7,700	7,700	5,300
170	4,977	5,762	7,000	PERS	11,000	11,000	7,600
171	37,499	32,828	39,600	Public Safety Personnel Services Total	61,300	61,300	40,900
172	0.35	0.35	0.35	TOTAL FULL-TIME EQUIVALENT (FTE)	0.47	0.47	0.47
173							
174				Public Safety Materials & Services			
175	776	230	2,000	Admin Supplies & Services	600	600	600
176	464	1,494	2,000	Employee TRN,DEV,MEM	900	900	900
177	347	470	600	Building Maint/Janitorial Sup	500	500	500
178	-	880	1,200	Training & Conferences	300	300	300
179	-	264	100	Mileage Lodging & Other Travel	100	100	100
180	50	-	100	Miscellaneous/Discretionary	100	100	100
181	-	454	600	Public Relations	800	800	800
182	1,160	733	1,600	General Property/Liability Ins	1,500	1,500	1,500
183	-	238	600	Audit & Filing Fees	700	700	700
184	252	1,259	1,300	Computer System Support-Maint	900	900	900
185	149	126	200	Internet & Web Site Fees	200	200	200
186	40,000	-	10,000	Wildfire Preparedness	15,000	15,000	15,000
187	136	1,500	2,000	Other Professional Services	700	700	700
188	43,335	7,648	22,300	Public Safety Materials & Services Total	22,300	22,300	22,300
189							
190				Public Safety Capital Outlay			
191	-	-	200,000	System Improvements	30,000	30,000	-
192	-	25,000	10,000	Business OR Grants	-	-	-
193	-	25,000	210,000	Public Safety Capital Outlay Total	30,000	30,000	-
194							
195				Econ Dev Personnel Services			
196	28,630	40,457	62,500	Wages	25,800	25,800	61,700
197	2,791	4,515	3,400	W/C and FICA Benefits	2,200	2,200	5,300
198	5,122	5,998	8,600	Health/Life Insurance	5,300	5,300	8,300
199	5,837	10,938	11,600	PERS	7,600	7,600	13,200
200	42,380	61,909	86,100	Econ Dev Personnel Services Total	40,900	40,900	88,500
201	0.58	0.51	0.58	TOTAL FULL-TIME EQUIVALENT (FTE)	0.33	0.33	0.33
202							

	2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
203				Econ Dev Materials & Services			
204	1,322	1,816	11,100	Admin Supplies & Services	1,400	1,400	1,400
205	1,274	3,563	600	Employee TRN, DEV, MEM	2,000	2,000	2,000
206	1,062	1,245	2,200	Building Maint/Janitorial Sup	1,000	1,000	1,000
207	-	65	1,100	Training & Conferences	100	100	100
208	-	652	1,100	Mileage Lodging & Other Travel	300	300	300
209	-	-	1,100	Miscellaneous/Discretionary	100	100	100
210	-	125	5,200	Public Relations	1,700	1,700	1,700
211	7,074	4,396	-	Pop Up Retail	-	-	-
212	1,710	1,449	2,300	General Property/Liability Ins	2,200	2,200	2,200
213	-	350	600	Audit & Filing Fees	1,300	1,300	1,300
214	372	1,886	2,000	Computer System Support-Maint	1,300	1,300	1,300
215	220	281	200	Internet & Web Site Fees	200	200	200
216	25,303	21,247	120,000	Five Year Economic Development	75,000	75,000	75,000
217	12,750	-	50,000	Other Professional Services	35,000	35,000	35,000
218	-	-	25,000	Grant Matching	-	-	-
219	10,000	-	-	Grant Award Expenditure	300,000	300,000	300,000
220	61,086	37,076	222,500	Econ Dev Materials & Services Total	421,600	421,600	421,600
221							
222				Econ Dev Capital Outlay			
223	-	30,405	850,000	System Expansion	1,511,300	1,511,300	562,000
224	-	-	2,800	Equipment & Furnishings	-	-	-
225	-	30,405	852,800	Econ Dev Capital Outlay Total	1,511,300	1,511,300	562,000
226							
227				Interfund Transfers			
228	20,000	60,000	75,000	To Building Inspection Fund	-	-	-
229	-	-	-	To Sewer Fund	-	-	914,000
230	20,000	60,000	75,000	Interfund Transfers Total	-	-	914,000
231							
232	-	-	170,000	Operating Contingency	200,000	200,000	210,000
233							
234	5.23	5.22	4.69	TOTAL FULL-TIME EQUIVALENT (FTE)	4.19	4.19	4.19
235	895,284	1,153,638	2,629,400	TOTAL EXPENDITURES	3,066,100	3,066,100	3,038,000
236	1,753,642	2,040,164		ENDING FUND BALANCE			
237			915,998	ESTIMATED ENDING FUND BALANCE	467,000	467,000	495,100
238	2,648,926	3,193,802	3,545,398	TOTAL REQUIREMENTS	3,533,100	3,533,100	3,533,100

LAW ENFORCEMENT FUND

	2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
				RESOURCES			
1	342,118	494,487	554,800	BEGINNING FUND BALANCE	498,100	498,100	498,100
2	11,252	17,930	15,200	Property Taxes-Prior Years	13,200	13,200	13,200
3	1,696	1,451	2,100	Interest on Property Taxes	1,300	1,300	1,300
4	25,267	24,658	22,000	Communication License Fees	17,800	17,800	17,800
5	6,776	6,926	6,900	State Marijuana Tax	9,500	9,500	9,500
6	28,178	25,470	23,900	City Marijuana Tax	24,300	24,300	24,300
7	56,027	104,913	101,300	Public Safety Fee	152,100	152,100	152,100
8	2,020	17,950	14,500	Interest Income	13,900	13,900	13,900
8	10,000	10,000	0	From Zumwalt Fund	6,600	6,600	6,600
8	0	0	0	Animal Control Fees/Licenses	300	300	300
9	0	0	0	Miscellaneous Sources	-	-	-
10	483,334	703,786	740,700	Total Resources, except taxes to be levied	737,100	737,100	737,100
11			911,575.00	Taxes estimated to be received	956,800	956,800	956,800
12	946,239.92	883,017.59		Taxes collected in year levied			
13	1,429,574	1,586,804	1,652,275	TOTAL RESOURCES	1,693,900	1,693,900	1,693,900
14							
15				EXPENDITURES			
16				Code Enf Personnel Services			
17	0	0	54,700	Wages	43,900	43,900	43,900
18	0	0	6,700	W/C and FICA Benefits	3,800	3,800	3,800
19	0	0	16,900	Health/Life Insurance	8,600	8,600	8,600
20	0	0	22,800	PERS	13,000	13,000	13,000
21	-	-	101,100	Code Enf Personnel Services Total	69,300	69,300	69,300
22	0.54	0.54	1.14	TOTAL FULL-TIME EQUIVALENT (FTE)	0.72	0.72	0.72
23							

2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
24			Materials & Services			
25			Code Enf Materials & Services			
26	-	-	700 Admin Supplies & Services	600	600	600
27	-	-	500 Employee TRN,DEV,MEM	400	400	400
28	-	-	600 Building Maint/Janitorial Sup	1,100	1,100	1,100
29	-	-	100 Office Machine Leases	-	-	-
30	-	-	100 Training & Conferences	200	200	200
31	-	-	100 Mileage Lodging & Other Travel	-	-	-
32	-	-	100 Public Relations	-	-	-
33	-	-	200 Animal Control: Supplies/Admin	200	200	200
34	-	-	4,300 Animal Control: Feral Program	1,100	1,100	4,000
35	-	-	400 Attorney & Legal Services	2,500	2,500	2,500
36	-	-	2,300 General Property/Liability Ins	2,200	2,200	2,200
37	-	-	200 Audit & Filing Fees	700	700	700
38	-	-	1,400 Computer System Support-Maint	6,300	6,300	6,300
39	-	-	300 Internet & Web Site Fees	200	200	200
40	-	-	2,500 Ordinance Enforcement Services	18,800	18,800	18,800
41	-	-	1,200 Animal Control Contract	2,100	2,100	2,100
42	-	-	15,000 Code Enf Materials & Services Total	36,400	36,400	39,300
43						
44			Law Enf Materials & Services			
45	6,801	10,981	10,400 Admin Supplies & Services	6,400	6,400	6,400
46	469	967	1,100 Telephone Services	800	800	800
47	1,563	0	600 Electricity	600	600	600
48	1,118	856	200 Building Maint/Janitorial Sup	900	900	900
49	0	3,965	500 Office Equipment & Furnishings	1,400	1,400	1,400
50	0	548	100 Internet & Website Fees	1,300	1,300	1,300
51	921,446	956,738	1,015,500 Law Enforcement Contract	1,079,656	1,079,656	1,079,656
52	0	0	0 Other Professional Services	-	-	-
53	931,397	974,056	1,028,400 Materials & Services Total	1,091,056	1,091,056	1,091,056
54						

2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
55			Court Personnel Services			
56	-	-	- Wages	38,444	38,444	39,300
57	-	-	- W/C and FICA Benefits	3,300	3,300	3,300
58	-	-	- Health/Life Insurance	7,700	7,700	7,700
59	-	-	- PERS	11,000	11,000	11,000
60			Court Personnel Services Total	60,444	60,444	61,300
61			<i>TOTAL FULL-TIME EQUIVALENT (FTE)</i>	0.47	0.47	0.47
62						
63	-	-	Court Materials & Services			
64	-	-	- Admin Supplies & Services	400	400	400
65	-	-	- Employee TRN,DEV,MEM	1,200	1,200	1,200
66	-	-	- Building Maint/Janitorial Sup	600	600	600
67	-	-	- Office Machine Leases	-	-	-
68	-	-	- Training & Conferences	-	-	-
69	-	-	- Mileage Lodging & Other Travel	200	200	200
70	-	-	- Public Relations	-	-	-
71	-	-	- Refunds	1,200	1,200	1,200
72	-	-	- Restitution - Court Ordered	-	-	-
73	-	-	- Witness Fees	-	-	-
74	-	-	- Municipal Court Supplies	-	-	-
75	-	-	- Attorney & Legal Services	1,200	1,200	1,200
76	-	-	- General Property/Liability Ins	2,200	2,200	2,200
77	-	-	- Audit & Filing Fees	1,300	1,300	1,300
78	-	-	- Computer System Support-Maint	3,800	3,800	3,800
79	-	-	- Internet & Web Site Fees	200	200	200
80	-	-	- Judicial Services	4,400	4,400	4,400
81			Court Materials & Services Total	16,700	16,700	16,700

2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
82						
83			Court Capital Outlay			
84	-	-	Equipment & Furnishings	-	-	-
85			Court Capital Outlay Total	-	-	-
86						
87	-	-	30,000 Operating Contingency	20,000	20,000	20,000
88						
89	0.54	0.54	1.14 TOTAL FULL-TIME EQUIVALENT (FTE)	1.19	1.19	1.19
90	931,397	974,056	1,174,500 TOTAL EXPENDITURES	1,293,900	1,293,900	1,297,656
91	498,177	612,748	ENDING FUND BALANCE			
92			477,775 ESTIMATED ENDING FUND BALANCE	400,000	400,000	396,244
93	1,429,574	1,586,804	1,652,275 TOTAL REQUIREMENTS	1,693,900	1,693,900	1,693,900

PARK AND RECREATION FUND

	2022 Actual	2023 Actual	2024 Adopted	Description RESOURCES	2025 Requested	2025 Approved	2025 Adopted
1	780,900	750,953	397,000	BEGINNING FUND BALANCE	731,600	731,600	825,100
2	3,207	5,202	4,000	Property Taxes-Prior Years	3,900	3,900	3,900
3	446	408	300	Interest on Property Taxes	300	300	300
4	61,343	66,397	65,000	State Revenue Sharing	60,400	60,400	60,400
5	6,776	6,926	6,900	State Marijuana Tax	3,400	3,400	3,400
6	28,178	25,470	23,900	City Marijuana Tax	24,300	24,300	24,300
7	4,348	20,932	18,400	Interest Income	17,600	17,600	17,600
8	10,000	20,000	22,500	From Zumwalt Fund	45,000	45,000	45,000
9	-	75,000	50,000	Grant Awards	175,000	175,000	175,000
10	40,000	46,400	500,000	From Urban Renewal Agency	1,730,000	1,730,000	1,730,000
11	4,000	4,570	1,800	Community Center Rentals	4,800	4,800	4,800
12	75,730	84,292	55,400	Pool Use Fees	72,100	72,100	72,100
13	170	50	900	Park Program Donations	-	-	-
14	7,728	3,099	3,800	Park Board Fundraising	6,100	6,100	6,100
15	4,000	2,326	200	Miscellaneous Sources	2,600	2,600	2,600
16	1,026,826	1,112,026	1,150,100	Total Resources, except taxes to be levied	2,877,100	2,877,100	2,970,600
17			382,861	Taxes estimated to be received	440,171	440,171	440,171
18	275,301	370,867		Taxes collected in year levied			
19	1,302,127	1,482,893	1,532,961	TOTAL RESOURCES	3,317,271	3,317,271	3,410,771
20							
21				EXPENDITURES			
22				Park Personnel Services			
23	88,899	107,898	144,100	Wages	158,900	158,900	158,900
24	8,553	11,218	13,300	W/C and FICA Benefits	13,600	13,600	13,600
25	27,617	20,628	30,300	Health/Life Insurance	32,100	32,100	32,100
26	22,168	27,546	42,000	PERS	47,400	47,400	47,400
27	147,238	167,290	229,700	Park Personnel Services Total	252,000	252,000	252,000
28	1.88	1.88	2.11	TOTAL FULL-TIME EQUIVALENT (FTE)	2.36	2.36	2.36
29							

	2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
30				Park Materials & Services			
31	501	1,562	2,100	Admin Supplies & Services	1,600	1,600	1,600
32	2,896	1,245	1,500	Employee TRN,DEV,MEM	1,800	1,800	1,800
33	324	-	-	Publishing Costs	200	200	200
34	1,546	1,927	2,100	Telephone Services	1,800	1,800	1,800
35	3,828	3,823	3,900	Electricity	3,400	3,400	3,400
36	1,432	3,544	3,700	Building Maint/Janitorial Sup	2,200	2,200	2,200
37	669	166	300	Safety Program & Supplies	700	700	700
38	-	-	-	Training & Conferences	-	-	-
39	46	5	100	Mileage Lodging & Other Travel	100	100	100
40	-	-	-	Public Relations	-	-	-
41	130	630	600	Refunds	400	400	400
42	211	-	-	Office Equipment & Furnishings	100	100	100
43	729	1,929	2,300	Small Tools & Equipment	2,000	2,000	2,000
44	2,530	2,190	2,900	Attorney & Legal Services	1,900	1,900	1,900
45	3,175	3,594	4,800	General Property/Liability Ins	4,400	4,400	4,400
46	400	1,025	2,400	Audit & Filing Fees	2,900	2,900	2,900
47	3,738	5,310	5,300	Computer System Support-Maint	4,600	4,600	4,600
48	444	380	500	Internet & Web Site Fees	400	400	400
49	6,389	-	-	Other Professional Services	2,200	2,200	2,200
50	4,438	6,078	7,000	Equip & Vehicle Maint & Repair	4,700	4,700	4,700
51	24,538	22,374	35,500	Park Maintenance	20,000	20,000	20,000
52	9,748	10,852	10,100	Water/Sewer Fees	11,600	11,600	11,600
53	2,106	1,049	1,200	Park Board Events & Activities	5,000	5,000	5,000
54	17	-	7,500	Park Board Use of Fundraising	7,500	7,500	7,500
55	69,835	67,684	93,800	Park Materials & Services Total	79,500	79,500	79,500
56							
57				Park Capital Outlay			
58	96,187	80,945	550,000	Facilities Expansion	2,520,000	2,520,000	2,493,800
59	-	1,490	-	Equipment/Furnishings	11,800	11,800	11,800
60	96,187	82,435	550,000	Park Capital Outlay Total	2,531,800	2,531,800	2,505,600
61							

	2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
62				Pool Personnel Services			
63	124,281	130,450	175,900	Wages	176,600	176,600	188,600
64	10,545	11,398	11,900	W/C and FICA Benefits	16,200	16,200	16,200
65	15,375	6,656	8,300	Health/Life Insurance	11,800	11,800	11,800
66	12,669	13,940	18,100	PERS	24,000	24,000	24,000
67	162,871	162,443	214,200	Pool Personnel Services Total	228,600	228,600	240,600
68	1.75	1.75	1.79	TOTAL FULL-TIME EQUIVALENT (FTE)	2.59	2.59	2.59
69							
70				Pool Materials & Services			
71	3,159	3,365	2,500	Admin Supplies & Services	3,000	3,000	3,000
72	831	479	500	Employee TRN,DEV,MEM	700	700	700
73	804	862	300	Publishing	600	600	600
74	11,706	2,174	5,000	Building Maint/Janitorial Sup	5,400	5,400	5,400
75	634	1,308	1,500	Safety Program & Supplies	1,500	1,500	1,500
76	-	2,180	1,000	Training & Conferences	800	800	800
77	23	69	100	Mileage Lodging & Other Travel	100	100	100
78	-	-	150	Public Relations	-	-	-
79	246	241	300	Refunds	400	400	400
80	163	1	200	Office Equipment & Furnishings	100	100	100
81	2,200	-	5,500	Small Tools & Equipment	1,200	1,200	1,200
82	2,564	2,876	3,900	General Property/Liability Ins	3,600	3,600	3,600
83	-	525	3,200	Audit & Filing Fees	3,600	3,600	3,600
84	1,609	3,823	1,400	Computer System Support-Maint	2,500	2,500	2,500
85	659	757	700	Internet & Web Site Fees	800	800	800
86	46	-	100	Other Professional Services	100	100	100
87	12,611	10,999	20,000	Pool Operating Supplies	15,000	15,000	15,000
88	3,333	3,604	12,000	Pool Maintenance	5,700	5,700	5,700
89	-	-	1,500	Pool Bldg Janitorial - Maint	-	-	-
90	22,870	20,618	20,000	Pool Utilities	20,300	20,300	20,300
91	21,667	12,607	19,000	Pool Fuel	14,200	14,200	14,200
92	1,194	1,610	1,300	Concession Supplies	1,500	1,500	1,500
93	2,491	994	1,500	Lifeguard Training	1,200	1,200	1,200
94	-	-	500	Swim Team & Program Supplies	500	500	500
95	504	1,442	2,000	Swim Aide Fees	1,600	1,600	1,600
96	175	333	500	Pool Events	650	650	650
97	89,488	70,865	104,650	Pool Materials & Services Total	85,050	85,050	85,050

98	2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
99	Community Ctr Materials & Services						
100	4	7	200	Admin Supplies & Services	100	100	100
101	1,488	1,421	4,700	Utilities	1,400	1,400	1,400
102	1,043	1,445	4,200	Building Maint/Janitorial Sup	1,200	1,200	1,200
103	205	280	300	Refunds	300	300	300
104	119	-	200	Office Equipment & Furnishings	100	100	100
105	1,832	2,154	3,200	General Property/Liability Ins	3,000	3,000	3,000
106	199	163	200	Internet & Web Site Fees	200	200	200
107	4,891	5,470	13,000	Community Ctr Materials & Services Total	6,300	6,300	6,300
108	Community Ctr Capital Outlay						
109	-	1,490	-	Equipment/Furnishings	-	-	-
110	-	1,490	-	Community Ctr Capital Outlay Total	-	-	-
111	Interfund Transfer						
112	-	-	-	to PW Equipment Fund	-	-	-
113	-	-	-	Interfund Transfer Total	-	-	-
114	-	-	-				
115	-	-	-				
116	Operating Contingency						
117	-	-	60,000		20,000	20,000	20,000
118	TOTAL FULL-TIME EQUIVALENT (FTE)						
119	3.63	3.63	3.90		4.95	4.95	4.95
120	570,510	557,677	1,265,350	TOTAL EXPENDITURES	3,203,250	3,203,250	3,189,050
121	731,617	925,216		ENDING FUND BALANCE			
122			267,611	ESTIMATED ENDING FUND BALANCE	114,021	114,021	221,721
123	1,302,127	1,482,893	1,532,961	TOTAL REQUIREMENTS	3,317,200	3,317,271	3,410,771

CAPITAL CONSTRUCTION - PARKS SDC FUND

2022 Actual		2023 Actual		2024 Adopted		2025 Requested		2025 Approved		2025 Adopted	
GENERAL CONSTRUCTION FUNDS USED AND RESOURCES											
1	-	-	-	517,347	BEGINNING FUND BALANCE			356,300		356,300	281,800
2	-	-	-		- Parkland Acquisition Fees			-		-	-
3	-	-	-	7,500	Interest Income			9,600		9,600	9,600
4								-		-	-
5	-	-	-	148,700	SDC - Parks			140,000		140,000	140,000
6	-	-	-	156,200	Total New Resources			149,600		149,600	149,600
7	-	-	-	673,547	TOTAL RESOURCES			505,900		505,900	431,400
8											
9						EXPENDITURES					
10						Materials & Services					
11	-	-	-	5,000	Other Professional Services			-		-	-
12	-	-	-	5,000	Materials & Services Total			-		-	-
13											
14						Capital Outlay					
15	-	-	-	200,000	System Expansion			505,000		505,000	411,300
16	-	-	-		- System Improvements			-		-	-
17	-	-	-	200,000	Capital Outlay Total			505,000		505,000	411,300
18											
19											
20	-	-	-	205,000	TOTAL EXPENDITURES			505,000		505,000	411,300
21	-	-	-		ENDING FUND BALANCE						
22				468,547	ESTIMATED ENDING FUND BALANCE			900		900	20,100
23	-	-	-	673,547	TOTAL REQUIREMENTS			505,900		505,900	431,400

PLANNING FUND							
	2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
				RESOURCES			
1	238,100	223,560	262,200	BEGINNING FUND BALANCE	223,500	223,500	223,500
2	2,268	3,586	3,000	Property Taxes-Prior Years	2,600	2,600	2,600
3	350	291	200	Interest on Property Taxes	200	200	200
4	32,475	33,912	44,100	Land Use Fees	26,700	26,700	26,700
5	20,426	46,085	28,800	Developer Reimbursements	69,000	69,000	69,000
6	1,356	7,147	6,000	Interest Income	6,500	6,500	6,500
7	-	856	-	Miscellaneous Sources	400	400	400
8	-	-	-	From Urban Renewal Agency	-	-	-
9	294,974	315,438	344,300	Total Resources, except taxes to be levied	328,900	328,900	328,900
10			182,315	Taxes estimated to be received	153,100	153,100	153,100
11	189,279	176,603		Taxes collected in year levied			
12	484,254	492,041	526,615	TOTAL RESOURCES	482,000	482,000	482,000
13							
14				EXPENDITURES			
15				Personnel Services			
16	96,358	72,048	101,800	Wages	115,100	115,100	116,700
17	8,103	6,796	8,700	W/C and FICA Benefits	9,800	9,800	9,800
18	24,928	12,001	22,000	Health/Life Insurance	23,600	23,600	23,600
19	23,350	18,457	29,800	PERS	33,700	33,700	33,700
20	152,739	109,303	162,300	Personnel Services Total	182,200	182,200	183,800
21	1.82	1.47	1.49	TOTAL FULL-TIME EQUIVALENT (FTE)	1.44	1.44	1.44
22							
23				Materials & Services			
24	25,501	37,194	18,000	Admin Supplies & Services	26,900	26,900	26,900
25	1,086	985	1,200	Employee TRN,DEV,MEM	1,200	1,200	1,200
26	2,106	3,776	2,900	Publishing Costs	3,100	3,100	3,100
27	1,293	2,028	4,000	Telephone Services	1,200	1,200	1,200
28	1,369	1,378	1,600	Electricity	1,400	1,400	1,400
29	516	498	500	Water/Sewer Fees	600	600	600
30	1,874	2,411	2,600	Building Maint/Janitorial Sup	2,300	2,300	2,300

	2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
31	-	-	-	- Safety Programs & Supplies	-	-	-
32	-	-	-	- Training & Conferences	-	-	-
33	116	13	100	Mileage Lodging & Other Travel	100	100	100
34	-	-	-	- Training & Travel-Officials	-	-	-
35	-	-	-	- Public Relations	500	500	500
36	5,916	4,507	6,000	Refunds	4,400	4,400	4,400
37	322	-	-	- Office Equipment & Furnishings	200	200	200
38	4,370	14,534	15,000	Attorney & Legal Services	24,400	24,400	24,400
39	4,946	5,746	7,300	General Property/Liability Ins	6,800	6,800	6,800
40	150	1,013	2,400	Audit & Filing Fees	2,600	2,600	2,600
41	4,732	5,458	5,200	Computer System Support-Maint	7,000	7,000	7,000
42	636	536	700	Internet & Web Site Fees	500	500	500
43	52,838	31,802	35,100	Technical Review Services	56,100	56,100	56,100
44	183	-	49,000	Other Professional Services	1,500	1,500	1,500
45	107,951	111,880	151,600	Materials & Services Total	140,800	140,800	140,800
46							
47				Capital Outlay			
48	-	-	-	Equipment & Furnishings	-	-	-
49	-	-	-	Capital Outlay Total	-	-	-
50							
51	-	-	50,000	Operating Contingency	49,000	49,000	47,400
52							
53	1.82	1.47	1.49	TOTAL FULL-TIME EQUIVALENT (FTE)	1.44	1.44	1.44
54	260,690	221,182	363,900	TOTAL EXPENDITURES	372,000	372,000	372,000
55	223,564	270,859		ENDING FUND BALANCE			
56			162,715	ESTIMATED ENDING FUND BALANCE	110,000	110,000	110,000
57	484,254	492,041	526,615	TOTAL REQUIREMENTS	482,000	482,000	482,000

STREET FUND

	2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
1	2,472,090	2,942,758	3,028,200	BEGINNING FUND BALANCE	2,468,200	2,468,200	2,468,200
2	89,661	92,592	90,800	Emerald PUD Franchise Fees	81,400	81,400	81,400
3	26,219	27,848	27,900	Lane Electric Franchise Fees	29,200	29,200	29,200
4	-	-	900	Telephone Co. Franchise Fees	-	-	-
5	19,090	18,414	18,100	Cable Co. Franchise Fees	16,000	16,000	16,000
6	16,033	17,530	14,600	Garbage Co. Franchise Fees	15,800	15,800	15,800
7	404,248	408,068	404,000	State Highway Gas Tax	392,600	392,600	392,600
8	4,083	4,122	4,000	Bike Path Apportionment	3,900	3,900	3,900
9	1,440	850	1,300	Right-Of-Way Permits	1,300	1,300	1,300
10	140,562	156,258	108,000	City Gas Tax	133,300	133,300	133,300
11	72,865	75,855	79,300	Street Utility Fee (aka TUF)	73,700	73,700	73,700
12	13,641	67,866	59,100	Interest Income	60,600	60,600	60,600
13	-	-	-	Lease Income	-	-	-
14	-	-	30,000	From Urban Renewal Agency	30,000	30,000	30,000
15	-	67,117	2,200,000	Grant Proceeds 41970	60,000	60,000	60,000
16	80	1,058	700	Miscellaneous Sources	600	600	600
17	787,923	937,579	3,038,700	Total New Resources	898,400	898,400	898,400
18	3,260,013	3,880,337	6,066,900	TOTAL RESOURCES	3,366,600	3,366,600	3,366,600

EXPENDITURES

	Personnel Services						
22	88,157	99,466	125,000	Wages	143,200	143,200	143,200
23	8,790	10,370	10,400	W/C and FICA Benefits	12,300	12,300	12,300
24	25,898	19,456	22,600	Health/Life Insurance	27,400	27,400	27,400
25	22,239	25,749	31,700	PERS	41,000	41,000	41,000
26	145,084	155,041	189,700	Personnel Services Total	223,900	223,900	223,900
27	2.02	1.91	1.92	TOTAL FULL-TIME EQUIVALENT (FTE)	2.17	2.17	2.17
28							

	2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
29				Materials & Services			
30	1,609	1,287	3,200	Admin Supplies & Services	3,000	3,000	3,000
31	-	-	-	Postage	-	-	-
32	961	1,501	1,100	Employee TRN,DEV,MEM	1,300	1,300	1,300
33	785	808	1,100	Telephone Services	800	800	800
34	48,208	48,833	63,000	Electricity-Street Lights	46,200	46,200	46,200
35	1,642	2,486	-	Building Maint/Janitorial Sup	2,100	2,100	2,100
36	515	259	600	Safety Programs & Supplies	600	600	600
37	-	-	-	Office Machine Leases	-	-	-
38	-	-	700	Training & Conferences	-	-	-
39	185	20	400	Mileage Lodging & Other Travel	600	600	600
40	-	-	400	Public Relations	-	-	-
41	3,000	-	-	Refunds	1,000	1,000	1,000
42	330	-	500	Office Equipment & Furnishings	200	200	200
43	-	-	-	Computer Equipment	-	-	-
44	(50)	1,531	2,700	Small Tools & Equipment	1,600	1,600	1,600
45	-	659	1,300	Attorney & Legal Services	700	700	700
46	5,346	5,750	10,300	General Property/Liability Ins	9,600	9,600	9,600
47	2,050	1,038	15,600	Audit & Filing Fees	11,300	11,300	11,300
48	4,291	5,574	6,000	Computer System Support-Maint.	5,000	5,000	5,000
49	651	549	600	Internet & Web Site Fees	500	500	500
50	-	-	2,700	Engineering Fees	1,500	1,500	1,500
51	21,364	7,504	60,000	Other Professional Services	60,000	60,000	60,000
52	11,075	6,031	5,300	Equip & Vehicle Maint & Repair	6,700	6,700	6,700
53	17,889	12,308	41,300	Street Maintenance	20,000	20,000	20,000
54	491,039	333,024	52,500	Street Rehab/Preservation	12,500	12,500	12,500
55	-	-	-	Building & Yard Maintenance	-	-	-
56	1,514	1,967	2,100	Landscape Maint & Supplies	2,500	2,500	2,500
57	-	-	-	Equipment Repairs	-	-	-
58	4,734	5,792	12,500	Water Use/Irrigation	5,400	5,400	5,400
59	29,527	34,164	37,800	Street Sweeping Contract	39,700	39,700	39,700
60	646,665	471,085	321,700	Materials & Services Total	232,800	232,800	232,800

2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
61						
62			Capital Outlay			
63	-	-	25,000 System Expansion	-	-	-
64	-	-	2,230,000 System Improvements	30,000	30,000	30,000
65	-	1,490	8,300 Equipment & Furnishings	-	-	-
66	-	-	- System Upgrade	12,500	12,500	12,500
67	-	1,490	2,263,300 Capital Outlay Total	42,500	42,500	42,500
68						
69			Transfers			
70	-	-	5,000 To PW Equipment Fund	5,000	5,000	5,000
71	-	-	4,100 To Reserve-Governmental Fund	4,100	4,100	4,100
72	-	-	9,100 Transfers Total	9,100	9,100	9,100
73						
74	-	-	50,000 Operating Contingency	80,000	80,000	80,000
75						
76	2.02	1.91	1.92 TOTAL FULL-TIME EQUIVALENT (FTE)	2.17	2.17	2.17
77	791,749	627,616	2,833,800 TOTAL EXPENDITURES	588,300	588,300	588,300
78	2,468,264	3,252,721	ENDING FUND BALANCE			
79			3,233,100 ESTIMATED ENDING FUND BALANCE	2,778,300	2,778,300	2,778,300
80	3,260,013	3,880,337	6,066,900 TOTAL REQUIREMENTS	3,366,600	3,366,600	3,366,600

CAPITAL CONSTRUCTION - TRANSPORTATION SDC FUND

	2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
				RESOURCES			
1	-	-	988,238	BEGINNING FUND BALANCE	988,238	988,238	988,238
2	-	-	-	ODOT Traffic Impact Fees	17,200	17,200	17,200
3	-	-	14,000	Interest Income	14,000	14,000	14,000
4					-	-	-
5	-	-	99,800	SDC - Transportation	99,800	99,800	99,800
6	-	-	113,800	Total New Resources	131,000	131,000	131,000
7	-	-	1,102,038	TOTAL RESOURCES	1,119,238	1,119,238	1,119,238
8							
9				EXPENDITURES			
10				Materials & Services			
11	-	-	5,000	Other Professional Services	-	-	-
12	-	-	5,000	Materials & Services Total	-	-	-
13							
14				Capital Outlay			
15	-	-	10,000	System Expansion	82,500	82,500	82,500
16	-	-	10,000	Capital Outlay Total	82,500	82,500	82,500
17							
18	-	-	15,000	TOTAL EXPENDITURES	82,500	82,500	82,500
19	-	-		ENDING FUND BALANCE			
20			1,087,038	ESTIMATED ENDING FUND BALANCE	1,036,738	1,036,738	1,036,738
21	-	-	1,102,038	TOTAL REQUIREMENTS	1,119,238	1,119,238	1,119,238

STORM WATER FUND

	2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
				RESOURCES			
1	262,411	292,917	324,800	BEGINNING FUND BALANCE	292,900	292,900	292,900
2	1,462	7,436	6,000	Interest Income	8,700	8,700	8,700
3	74,172	74,382	74,300	Stormwater Drainage Fees	72,700	72,700	72,700
4	-	240	100	Miscellaneous Sources	100	100	100
5	75,634	82,058	80,400	Total New Resources	81,500	81,500	81,500
6	338,045	374,976	405,200	TOTAL RESOURCES	374,400	374,400	374,400
7							
8				EXPENDITURES			
9				Personnel Services			
10	23,992	26,827	32,600	Wages	37,000	37,000	37,000
11	2,287	2,694	2,500	W/C and FICA Benefits	3,200	3,200	3,200
12	7,079	5,301	6,000	Health/Life Insurance	7,100	7,100	7,100
13	5,974	7,085	8,200	PERS	10,300	10,300	10,300
14	39,332	41,906	49,300	Personnel Services Total	57,600	57,600	57,600
15	0.50	0.43	0.42	TOTAL FULL-TIME EQUIVALENT (FTE)	0.48	0.48	0.48
16							
17				Materials & Services			
18	1,435	940	1,300	Admin Supplies & Services	1,000	1,000	1,000
19	249	229	300	Employee TRN,DEV,MEM	300	300	300
20	565	1,066	400	Building Maint/Janitorial Sup	900	900	900
21	11	14	200	Safety Program & Supplies	100	100	100
22	-	-	200	Training & Conferences	-	-	-
23	23	3	300	Mileage Lodging & Other Travel	100	100	100
26	88	-	200	Office Equipment & Furnishings	100	100	100
27	-	-	400	Attorney & Legal Services	200	200	200
28	1,343	1,439	2,000	General Property/Liability Ins	1,900	1,900	1,900
29	-	275	400	Audit & Filing Fees	700	700	700
30	1,231	1,469	1,500	Computer System Support-Maint	1,400	1,400	1,400

	2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
31	173	146	300	Internet & Web Site Fees	200	200	200
32	-	-	-	Engineering Fees	-	-	-
33	666	-	4,000	Other Professional Services	70,000	70,000	70,000
34	-	-	-	Equip & Vehicle Maintenance	-	-	-
35	-	-	1,600	System Maintenance	-	-	-
37	5,784	5,580	13,100	Materials & Services Total	76,900	76,900	76,900
38							
39				Capital Outlay			
40	-	4,461	10,000	System Improvements	16,300	16,300	23,800
41	-	-	-	Equipment/Furnishings	-	-	-
42	-	4,461	10,000	Capital Outlay Total	16,300	16,300	23,800
43							
44				Transfers			
45	-	-	5,000	To PW Equipment Fund	5,000	5,000	5,000
46							
47	-	-	20,000	Operating Contingency	50,000	50,000	50,000
48							
49	0.50	0.43	0.42	TOTAL FULL-TIME EQUIVALENT (FTE)	0.48	0.48	0.48
50	45,116	51,948	92,400	TOTAL EXPENDITURES	205,800	205,800	213,300
51	292,928	323,028		ENDING FUND BALANCE			
52			312,800	ESTIMATED ENDING FUND BALANCE	168,600	168,600	161,100
53	338,045	374,976	405,200	TOTAL REQUIREMENTS	374,400	374,400	374,400

CAPITAL CONSTRUCTION - STORMWATER/DRAINAGE SDC FUND

	2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted	
RESOURCES								
1	-	-		95,331 BEGINNING FUND BALANCE	95,331	95,331	95,331	
2	-	-		1,500 Interest Income	2,700	2,700	2,700	
4					-	-	-	
3	-	-		5,600 SDC - Storm Water/Drainage	6,300	6,300	6,300	
4	-	-		7,100 Total New Resources	9,000	9,000	9,000	
5	-	-		102,431 TOTAL RESOURCES	104,331	104,331	104,331	
6								
7				EXPENDITURES				
8				Materials & Services				
9	-	-		5,000 Other Professional Services	-	-	-	
10	-	-		5,000 Materials & Services Total	-	-	-	
11								
12				Capital Outlay				
13	-	-		- System Expansion	-	-	-	
14	-	-		- Capital Outlay Total	-	-	-	
15								
16	-	-		5,000 TOTAL EXPENDITURES	-	-	-	
17	-	-		ENDING FUND BALANCE				
18				97,431 ESTIMATED ENDING FUND BALANCE	104,331	104,331	104,331	
19	-	-		102,431 TOTAL REQUIREMENTS	104,331	104,331	104,331	

BUILDING INSPECTION PROGRAM FUND

BUDGETING AND EXPENDITURE PROGRAMMING FUND							
	2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
1	52,150	63,604	69,900	BEGINNING FUND BALANCE	295,900	295,900	295,900
2	290	1,433	1,000	Interest Income	1,600	1,600	1,600
3	98,662	77,807	68,000	Building Permit Fees	143,700	143,700	143,700
4	12,777	18,165	12,200	Electrical Permit Fees	14,500	14,500	14,500
5	20,000	60,000	75,000	From General Fund	-	-	-
6	-	183	100	Miscellaneous Sources	100	100	100
7	131,729	157,588	156,300	Total New Resources	159,900	159,900	159,900
8	183,879	221,192	226,200	TOTAL RESOURCES	455,800	455,800	455,800
9							
10				EXPENDITURES			
11				Personnel Services			
12	18,212	19,137	21,800	Wages	23,900	23,900	23,900
13	1,785	1,987	1,900	W/C and FICA Benefits	2,000	2,000	2,000
14	5,804	3,935	4,600	Health/Life Insurance	4,500	4,500	4,500
15	5,013	5,457	6,200	PERS	6,400	6,400	6,400
16	30,814	30,516	34,500	Personnel Services Total	36,800	36,800	36,800
17	0.30	0.30	0.30	TOTAL FULL-TIME EQUIVALENT (FTE)		0.29	0.29
18							

2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
19			Materials & Services			
20	743	1,079	600 Admin Supplies & Services	700	700	700
21	181	134	200 Employee TRN,DEV,MEM	200	200	200
22	298	400	200 Building Maint/Janitorial Sup	400	400	400
23	-	-	100 Public Relations	-	-	-
24	-	-	100 Attorney & Legal Services	-	-	-
25	977	728	1,100 General Property/Liability Ins	1,500	1,500	1,500
26	86,924	93,228	106,500 Permit Inspections	110,900	110,900	110,900
27	-	200	600 Audit & Filing Fees	700	700	700
28	212	1,058	900 Computer System Support-Maint	800	800	800
29	126	106	200 Internet & Web Site Fees	100	100	100
30	89,462	96,933	110,500 Materials & Services Total	115,300	115,300	115,300
31						
36	-	-	10,000 Operating Contingency	10,000	10,000	10,000
38						
39	0.30	0.30	0.30 TOTAL FULL-TIME EQUIVALENT (FTE)	0.29	0.29	0.29
40	120,275	127,449	155,000 TOTAL EXPENDITURES	162,100	162,100	162,100
41	63,604	93,743	ENDING FUND BALANCE			
42			71,200 ESTIMATED ENDING FUND BALANCE	293,700	293,700	293,700
43	183,879	221,192	226,200 TOTAL REQUIREMENTS	455,800	455,800	455,800

CAPITAL CONSTRUCTION - GOVERNMENTAL SDC FUND
 (Amounts transferred to respective new SDC funds in Fiscal Year 2023-2024 Budget)

	2022 Actual	2023 Actual	2024 Adopted	Description RESOURCES	2025 Requested	2025 Approved	2025 Adopted
1	890,242	1,077,221	-	BEGINNING FUND BALANCE	-	-	-
2	-	-	-	Parkland Acquisition Fees	-	-	-
3	6,349	907	-	ODOT Traffic Impact Fees	-	-	-
4	4,959	27,848	-	Interest Income	-	-	-
5	96,746	98,859	-	SDC - Recreational Facilities	-	-	-
6	74,847	78,372	-	SDC - Transportation	-	-	-
7	4,078	4,064	-	SDC - Stormwater/Drainage	-	-	-
8	186,979	210,050	-	Total New Resources	-	-	-
9	1,077,221	1,287,271	-	TOTAL RESOURCES	-	-	-
10							
11				EXPENDITURES			
12				Materials & Services			
13	-	-	-	Other Professional Services	-	-	-
14	-	-	-	Materials & Services Total	-	-	-
15							
16				Capital Outlay			
17	-	-	-	System Expansion	-	-	-
18	-	-	-	System Improvements	-	-	-
19	-	-	-	Capital Outlay Total	-	-	-
20							
21	-	-	-	TOTAL EXPENDITURES	-	-	-
22	1,077,221	1,287,271		ENDING FUND BALANCE			
23				- ESTIMATED ENDING FUND BAI	-	-	-
24	1,077,221	1,287,271	-	TOTAL REQUIREMENTS	-	-	-

ZUMWALT CAMPGROUND FUND

	2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
				RESOURCES			
1	114,751	69,254	89,600	BEGINNING FUND BALANCE	89,600	89,600	89,600
2	639	2,278	2,400	Interest Income	1,500	1,500	1,500
3	-	85,502	80,000	Ticket Sales	114,200	114,200	114,200
4	18	3,049	2,800	Shower Sales	3,400	3,400	3,400
5	-	1,658	1,300	T-Shirt Sales	900	900	900
6	185	175	100	Vendor Fees	100	100	100
7	-	433	-	Miscellaneous Sources	100	100	100
8	842	93,095	86,600	Total New Resources	120,200	120,200	120,200
9	115,593	162,349	176,200	TOTAL RESOURCES	209,800	209,800	209,800
10							
11				EXPENDITURES			
12				Personnel Services			
13	11,105	16,731	24,100	Wages	25,500	25,500	25,500
14	1,202	1,733	4,500	W/C and FICA Benefits	2,200	2,200	2,200
15	2,614	2,095	2,900	Health/Life Insurance	3,000	3,000	3,000
16	2,572	3,534	6,500	PERS	4,600	4,600	4,600
17	17,493	24,093	38,000	Personnel Services Total	35,300	35,300	35,300
18	0.17	0.17	0.17	TOTAL FULL-TIME EQUIVALENT (FTE)	0.27	0.27	0.27
19							
20				Materials & Services			
21	478	1,818	700	Admin Supplies & Services	1,300	1,300	1,300
22	71	65	-	Professional Dues	100	100	100
23	-	-	-	Public Relations	-	-	-
24	-	151	-	Attorney & Legal Services	100	100	100
25	488	20	1,000	General Property/Liability Ins	100	100	100
26	-	100	-	Audit & Filing Fees	400	400	400
27	106	501	100	Computer System Support-Maint	400	400	400
28	10	10	100	Internet & Web Site Fees	100	100	100
29	-	3,855	3,000	Volunteer Costs	2,800	2,800	2,800
30	226	-	300	Wristbands for Campers	300	300	300

	2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
31	-	600	1,000	Entertainment	1,000	1,000	1,000
32	-	4,200	6,200	Portable Showers	2,500	2,500	2,500
33	-	18,339	19,000	Portable Toilets	20,000	20,000	20,000
34	-	-	4,200	Water Tanker	2,600	2,600	2,600
35	-	14,475	15,000	Security Services	16,400	16,400	16,400
36	-	860	2,000	Equipment Rentals	1,300	1,300	1,300
37	-	12,204	12,500	Shuttle Buses	13,500	13,500	13,500
38	40	40	700	Maintenance & Clean-Up	900	900	900
39	7,420	6,128	7,500	Council Discretionary	9,500	9,500	9,500
40	8,838	63,366	73,300	Materials & Services Total	73,300	73,300	73,300
41							
42				Transfers			
43	-	2,000	2,000	To General Fund	2,000	2,000	2,000
44	10,000	20,000	22,500	To Parks & Recreation	45,000	45,000	45,000
45	10,000	10,000	-	To Law Enforcement Fund	-	-	-
46	20,000	32,000	24,500	Transfers Total	47,000	47,000	47,000
47							
48	-	-	2,500	Operating Contingency	12,200	12,200	12,200
49							
50	0.17	0.17	0.17	TOTAL FULL-TIME EQUIVALENT (FTE)	0.27	0.27	0.27
51	46,332	119,458	138,300	TOTAL EXPENDITURES	167,800	167,800	167,800
52	69,262	42,891		ENDING FUND BALANCE			
53			37,900	ESTIMATED ENDING FUND BALANCE	42,000	42,000	42,000
54	115,593	162,349	176,200	TOTAL REQUIREMENTS	209,800	209,800	209,800

BUSINESS ASSISTANCE GRANT FUND

	2022 Actual	2023 Actual	2024 Adopted	Description RESOURCES	2025 Requested	2025 Approved	2025 Adopted
1	163,505	155,534	150,500	BEGINNING FUND BALANCE	134,000	134,000	134,000
2	911	3,956	3,700	Interest Income	3,100	3,100	3,100
3	-	-	-	Grant Awards	-	-	-
4	-	-	-	Application Fees	-	-	-
5	911	3,956	3,700	Total New Resources	3,100	3,100	3,100
6	164,416	159,491	154,200	TOTAL RESOURCES	137,100	137,100	137,100
7							
8				EXPENDITURES			
9				Materials & Services			
10	-	-	-	Admin Supplies & Services	-	-	-
11	-	-	-	Attorney & Legal Services	-	-	-
12	8,881	15,000	50,000	Grants Businesses/Non-Profits	50,000	50,000	50,000
13	-	-	-	Loans to Outside Entities	-	-	-
14	-	-	-	LCOG Administration Fees	-	-	-
15	8,881	15,000	50,000	Materials & Services Total	50,000	50,000	50,000
16							
17				Transfers			
18	-	1,000	1,000	To General Fund	1,000	1,000	1,000
19	-	1,000	1,000	Transfers Total	1,000	1,000	1,000
20							
21	8,881	16,000	51,000	TOTAL EXPENDITURES	51,000	51,000	51,000
22	155,535	143,491		ENDING FUND BALANCE			
23			103,200	ESTIMATED ENDING FUND BALANCE	86,100	86,100	86,100
24	164,416	159,491	154,200	TOTAL REQUIREMENTS	137,100	137,100	137,100

LOCAL IMPROVEMENTS FUND

	2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
				RESOURCES			
1	299,809	295,892	286,000	BEGINNING FUND BALANCE	287,800	287,800	287,800
2	1,670	7,634	7,000	Interest Income	6,000	6,000	6,000
3	9,564	-	9,500	Bolton Hill Sewer Assessments	3,100	3,100	3,100
4	-	-	-	Bolton Hill Assess. Interest	-	-	-
5	-	-	-	E Bolton Sewer Assessments	-	-	-
6	-	-	-	E Bolton Assessment Interest	-	-	-
7	-	-	-	From Urban Renewal Agency	-	-	-
8	11,234	7,634	16,500	Total New Resources	9,100	9,100	9,100
9	311,043	303,526	302,500	TOTAL RESOURCES	296,900	296,900	296,900
10							
11				EXPENDITURES			
12				Materials & Services			
13	-	-	2,400	Admin Supplies & Services	2,400	2,400	2,400
14	-	-	300	Attorney & Legal Services	300	300	300
15	-	-	2,700	Materials & Services Total	2,700	2,700	2,700
16							
17				Capital Outlay			
18	-	-	-	System Expansion	-	-	-
19	-	-	-	Capital Outlay Total	-	-	-
20							
21				Debt Service			
22	12,167	12,818	13,200	Bolton Hill Loan Prin-Banner	13,400	13,400	13,400
23	3,857	3,205	2,900	Bolton Hill Loan Int-Banner	2,700	2,700	2,700
24	16,023	16,023	16,100	Debt Service Total	16,100	16,100	16,100
25							
26				Transfers			
27	-	-	-	To Sewer Fund (Reimb BH LID)	-	-	-
28	-	-	-	Transfers Total	-	-	-
29							
30	16,023	16,023	18,800	TOTAL EXPENDITURES	18,800	18,800	18,800
31	295,019	287,503		ENDING FUND BALANCE			
32			283,700	ESTIMATED ENDING FUND BALANCE	278,100	278,100	278,100
33	311,043	303,526	302,500	TOTAL REQUIREMENTS	296,900	296,900	296,900

WATER FUND

	2022 Actual	2023 Actual	2024 Adopted	Description RESOURCES	2025 Requested	2025 Approved	2025 Adopted
1	3,696,564	3,802,546	3,802,500	BEGINNING FUND BALANCE	3,802,500	3,802,500	3,802,500
2	28,000	8,712	20,000	Service Connections	19,400	19,400	19,400
3	37,248	99,188	88,500	Interest Income	89,700	89,700	89,700
4	-	-	7,000	Land Lease Income	-	-	-
5	-	-	-	From Urban Renewal Agency	-	-	-
6	1,042,303	1,138,548	1,020,400	Water Use Fees	1,073,900	1,073,900	1,073,900
7	35,940	46,791	37,500	Bulk Water Sales	40,500	40,500	40,500
8	-	-	5,800	Delinquent Fees	-	-	-
9	2,897	6,074	1,400	Miscellaneous Sources	4,200	4,200	4,200
10	1,146,388	1,299,313	1,180,600	Total New Resources	1,227,700	1,227,700	1,227,700
11	4,842,952	5,101,859	4,983,100	TOTAL RESOURCES	5,030,200	5,030,200	5,030,200
12							
13							
14							
				EXPENDITURES			
				Personnel Services			
15	169,249	187,446	216,500	Wages	231,600	231,600	231,600
16	15,674	18,442	19,600	W/C and FICA Benefits	19,700	19,700	19,700
17	53,217	35,889	49,600	Health/Life Insurance	50,900	50,900	50,900
18	43,461	48,635	67,200	PERS	73,100	73,100	73,100
19	281,601	290,413	352,900	Personnel Services Total	375,300	375,300	375,300
20	3.38	3.23	3.11	TOTAL FULL-TIME EQUIVALENT (FTE)	3.21	3.21	3.21
21							

	2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
22				Materials & Services			
23	27,482	23,603	24,200	Admin Supplies & Services	22,400	22,400	22,400
24	5,196	5,282	5,500	Employee TRN,DEV,MEM	5,500	5,500	5,500
25	3,997	4,185	5,100	Telephone Services	4,000	4,000	4,000
26	36,019	39,239	47,300	Electricity	36,000	36,000	36,000
27	4,053	5,207	5,300	Building Maint/Janitorial Sup	4,700	4,700	4,700
28	748	225	1,000	Safety Programs & Supplies	1,000	1,000	1,000
29	-	-	-	Training & Conferences	-	-	-
30	46	638	300	Mileage Lodging & Other Travel	300	300	300
31	-	-	-	Public Relations	2,000	2,000	2,000
32	1,439	-	1,900	Refunds	500	500	500
33	712	-	1,000	Office Equipment & Furnishings	300	300	300
34	1,064	392	2,100	Small Tools & Equipment	1,500	1,500	1,500
35	-	466	200	Attorney & Legal Services	200	200	200
36	10,929	12,924	19,500	General Property/Liability Ins	18,100	18,100	18,100
37	950	2,238	4,000	Audit & Filing Fees	5,500	5,500	5,500
38	12,105	13,500	14,000	Computer System Support-Maint	16,200	16,200	16,200
39	1,405	1,185	1,200	Internet & Web Site Fees	1,000	1,000	1,000
40	14,382	5,028	18,300	Engineering Fees	12,600	12,600	12,600
41	14,977	18,703	21,000	Other Professional Services	11,900	11,900	11,900
42	8,940	14,299	10,000	System Operating Supplies	9,200	9,200	9,200
43	12,267	9,992	10,500	Equip & Vehicle Maint & Repair	10,000	10,000	10,000
44	57,337	31,586	100,000	System Maintenance	84,500	84,500	84,500
45	4,629	5,607	6,900	System Quality Tests	4,800	4,800	4,800
46	-	121	12,600	Building & Yard Maintenance	11,400	11,400	11,400
47	154,017	166,331	152,300	Water Purchase	155,600	155,600	155,600
48	-	4,332	10,500	PW Service Maps-Water System	1,500	1,500	1,500
49	372,695	365,081	474,700	Materials & Services Total	420,700	420,700	420,700
50							
51				Capital Outlay			
52	-	-	125,000	System Expansion	150,000	150,000	150,000
53	-	-	198,000	System Improvements	191,000	191,000	191,000
54	-	1,490	19,000	Equipment/Furnishings	-	-	-
55	-	1,490	342,000	Capital Outlay Total	341,000	341,000	341,000
56							

2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
57			Debt Service			
58	160,105	91,142	93,700 Pipeline Bond Principal-RUS	95,600	95,600	95,600
59	225,851	121,928	122,000 Pipeline Bond Interest-RUS	120,100	120,100	120,100
60	-	-	431,200 USDA Restricted Cash Reserve	431,200	431,200	431,200
61	385,956	213,070	646,900 Debt Service Total	646,900	646,900	646,900
62						
63			Transfers			
64	-	-	5,000 To PW Equipment Fund	5,000	5,000	5,000
65	-	-	5,000 Transfers Total	5,000	5,000	5,000
66						
67	-	-	90,000 Operating Contingency	100,000	100,000	100,000
68						
69	3.38	3.23	3.11 TOTAL FULL-TIME EQUIVALENT (FTE)	3.21	3.21	3.21
70	1,040,252	870,055	1,911,500 TOTAL EXPENDITURES	1,888,900	1,888,900	1,888,900
71	3,802,700	4,231,804	ENDING FUND BALANCE			
72			3,071,600 ESTIMATED ENDING FUND BALANCE	3,141,300	3,141,300	3,141,300
73	4,842,952	5,101,859	4,983,100 TOTAL REQUIREMENTS	5,030,200	5,030,200	5,030,200

SEWER FUND

	2022	2023	2024	Description	2025	2025	2025
	Actual	Actual	Adopted	RESOURCES	Requested	Approved	Adopted
1	3,570,801	4,441,948	4,441,900	BEGINNING FUND BALANCE	4,441,900	4,441,900	4,441,900
2	11,385	2,150	5,000	Sewer Service Connections	6,400	6,400	6,400
3	1,838	113,867	80,000	Interest Income	95,300	95,300	95,300
4	10,400	12,000	12,000	Land Lease Income	13,100	13,100	13,100
5	-	-	-	From General Fund	-	-	914,000
6	1,428,837	1,508,323	1,532,900	Sewer Use Fees	1,467,300	1,467,300	1,467,300
7	-	4,317	50	Miscellaneous Sources	7,100	7,100	7,100
8	1,452,460	1,640,657	1,629,950	Total New Resources	1,589,200	1,589,200	2,503,200
9	5,113,364	6,082,606	6,071,850	TOTAL RESOURCES	6,031,100	6,031,100	6,945,100

EXPENDITURES

	Personnel Services						
13	192,225	208,519	241,000	Wages	261,600	261,600	261,600
14	17,491	20,302	21,800	W/C and FICA Benefits	22,300	22,300	22,300
15	59,546	38,767	53,900	Health/Life Insurance	57,100	57,100	57,100
16	49,728	54,522	73,400	PERS	82,500	82,500	82,500
17	318,990	322,110	390,100	Personnel Services Total	423,500	423,500	423,500
18	4.03	3.80	3.12	TOTAL FULL-TIME EQUIVALENT (FTE)		3.74	3.74
	Materials & Services						
21	33,624	33,684	30,500	Admin Supplies & Services	31,500	31,500	31,500
22	3,343	3,742	4,200	Employee TRN,DEV,MEM	3,800	3,800	3,800
23	2,541	2,995	3,000	Telephone Services	2,800	2,800	2,800
24	60,961	65,376	87,200	Electricity	59,800	59,800	59,800
25	3,985	5,569	5,300	Building Maint/Janitorial Sup	5,000	5,000	5,000
26	784	239	1,100	Safety Programs & Supplies	2,400	2,400	2,400
27	-	-	-	Office Machine Leases	-	-	-
28	-	233	1,000	Training & Conferences	-	-	-
29	231	25	600	Mileage Lodging & Other Travel	1,000	1,000	1,000
30	-	-	-	Public Relations	-	-	-
31	-	-	-	Refunds	-	-	-

	2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
32	796	-	1,100	Office Equipment & Furnishings	300	300	300
33	126	421	2,100	Small Tools & Equipment	1,500	1,500	1,500
34	1,860	79	2,000	Attorney & Legal Services	800	800	800
35	12,211	14,362	21,600	General Property/Liability Ins	20,100	20,100	20,100
36	650	2,500	4,200	Audit & Filing Fees	5,500	5,500	5,500
37	10,847	13,250	12,100	Computer System Support-Maint	11,700	11,700	11,700
38	1,569	1,324	1,500	Internet & Web Site Fees	1,200	1,200	1,200
39	-	-	17,400	Engineering Fees	200	200	200
40	12,954	12,171	17,000	Other Professional Services	9,100	9,100	9,100
41	815	1,229	15,500	System Operating Supplies	1,700	1,700	1,700
42	12,372	15,030	11,600	Equip & Vehicle Maint & Repair	11,500	11,500	11,500
43	47,266	48,693	60,000	System Maintenance	59,300	59,300	59,300
44	41,400	58,653	42,000	WW Treatment Plant Maintenance	49,800	49,800	49,800
45	14,090	16,326	14,700	System Quality Tests	18,700	18,700	18,700
46	-	-	-	Building & Yard Maintenance	-	-	-
47	-	-	-	Equipment Repairs	-	-	-
48	-	-	-	Bio-solids Management/Removal	-	-	-
49	-	-	-	Effluent Area Maintenance	-	-	-
50	-	-	60,000	Inflow & Infiltration Maint	60,000	60,000	60,000
51	-	-	5,300	NPDES Permit Renewal	-	-	-
52	-	-	-	PW Service Maps-Sewer Lines	-	-	-
53	262,427	295,899	421,000	Materials & Services Total	357,700	357,700	357,700
54							
55				Capital Outlay			
56	-	-	30,000	System Expansion	-	-	-
57	-	4,461	42,000	System Improvements	57,800	57,800	1,006,300
58	-	2,178	-	Bldg & Yard Improvements	-	-	-
59	-	1,490	19,000	Equipment/Furnishings	-	-	-
60	10,757	-	-	Equipment	-	-	-
61	10,757	8,130	91,000	Capital Outlay Total	57,800	57,800	1,006,300
62							

2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
63			Debt Service			
64 2,911,145	60,000	62,500	Loan Principal-WWTP RUS Refund	65,000	65,000	65,000
65 33,359	60,535	33,300	Loan Interest-WWTP RUS Refund	31,400	31,400	31,400
66 2,944,504	120,535	95,800	Debt Service Total	96,400	96,400	96,400
67						
68			Transfers			
69 -	-	5,000	To PW Equipment Fund	5,000	5,000	5,000
70 -	-	-	Reserve Fund-Enterprise	4,700,000	4,700,000	4,700,000
71 -	-	5,000	Transfers Total	4,705,000	4,705,000	4,705,000
72						
73 -	-	110,000	Operating Contingency	110,000	110,000	95,800
74						
75 4.03	3.80	3.12	TOTAL FULL-TIME EQUIVALENT (FTE)	3.74	3.74	3.74
76 3,536,678	746,673	1,112,900	TOTAL EXPENDITURES	5,750,400	5,750,400	6,684,700
77 1,576,686	5,335,932		ENDING FUND BALANCE			
78		4,958,950	ESTIMATED ENDING FUND BALANCE	280,700	280,700	260,400
79 5,113,364	6,082,606	6,071,850	TOTAL REQUIREMENTS	6,031,100	6,031,100	6,945,100

CAPITAL CONSTRUCTION - WATER SDC FUND

	2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
				RESOURCES			
1	153,111	268,037	182,800	BEGINNING FUND BALANCE	128,500	128,500	128,500
2	853	4,099	3,600	Interest Income	3,000	3,000	3,000
3	159,272	142,999	223,300	SDC - Water System	124,700	124,700	124,700
4	160,125	147,098	226,900	Total New Resources	127,700	127,700	127,700
5	313,236	415,135	409,700	TOTAL RESOURCES	256,200	256,200	256,200
6							
7				EXPENDITURES			
8				Materials & Services			
9	-	-	5,000	Other Professional Services	-	-	-
10	-	-	5,000	Materials & Services Total	-	-	-
11							
12				Capital Outlay			
13	-	-	125,000	System Expansion	-	-	-
14	-	-	125,000	Capital Outlay Total	-	-	-
15							
16				Debt Service			
17	17,300	91,142	93,700	Pipeline Bond Principal-RUS	95,600	95,600	95,600
18	27,900	116,872	122,000	Pipeline Bond Interest-RUS	120,100	120,100	120,100
19	45,200	208,014	215,700	Debt Service Total	215,700	215,700	215,700
20							
21	45,200	208,014	345,700	TOTAL EXPENDITURES	215,700	215,700	215,700
22	268,036	207,121		ENDING FUND BALANCE			
23			64,000	ESTIMATED ENDING FUND BALANCE	40,500	40,500	40,500
24	313,236	415,135	409,700	TOTAL REQUIREMENTS	256,200	256,200	256,200

CAPITAL CONSTRUCTION - SEWER SDC FUND

	2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
				RESOURCES			
1	700,279	748,334	775,000	BEGINNING FUND BALANCE	667,600	667,600	667,600
2	3,901	19,008	15,000	Interest Income	15,800	15,800	15,800
3	165,178	141,269	195,200	SDC - Sewer System	128,000	128,000	128,000
4	169,079	160,278	210,200	Total New Resources	143,800	143,800	143,800
5	869,358	908,612	985,200	TOTAL RESOURCES	811,400	811,400	811,400
6							
7				EXPENDITURES			
8				Materials & Services			
9	-	-	5,000	Other Professional Services	-	-	-
10	-	-	5,000	Materials & Services Total	-	-	-
11							
12				Capital Outlay			
13	-	-	250,000	System Expansion	560,000	560,000	560,000
14	-	-	250,000	Capital Outlay Total	560,000	560,000	560,000
15							
16				Debt Service			
17	77,500	60,000	62,500	Loan Principal-WWTP RUS	65,000	65,000	65,000
18	20,782	35,125	33,288	Loan Interest-WWTP RUS	31,375	31,375	31,375
19	21,253	-	-	Loan Principal-Banner Bank	-	-	-
20	1,489	(36)	-	Loan Interest-Banner Bank	-	-	-
21	121,024	95,089	95,788	Debt Service Total	96,375	96,375	96,375
22							
23	121,024	95,089	350,788	TOTAL EXPENDITURES	656,375	656,375	656,375
24	748,334	813,523		ENDING FUND BALANCE			
25			634,412	ESTIMATED ENDING FUND BALANCE	155,025	155,025	155,025
26	869,358	908,612	985,200	TOTAL REQUIREMENTS	811,400	811,400	811,400

DEBT SERVICE FUND

	2022 Actual	2023 Actual	2024 Adopted	Description RESOURCES	2025 Requested	2025 Approved	2025 Adopted
1	214,314	221,431	229,300	BEGINNING FUND BALANCE (Adjusted)	228,562	228,562	228,562
2	1,172.43	1,846.56	1,500.00	Property Taxes-Prior Years	1,500	1,500	1,500
3	184.05	157.35	100	Interest on Property Taxes	100	100	100
4	884.37	5,904.54	5,000.00	Interest Income	8,000	8,000	8,000
5	216,555	229,339	235,900	Total Resources, except taxes to be levied	238,162	238,162	238,162
6			98,979.00	Taxes estimated to be received	93,380	93,380	93,380
7	97,374.67	96,297.52		Taxes collected in year levied			
8	313,930	325,637	334,879	TOTAL RESOURCES	331,542	331,542	331,542
9							
10				EXPENDITURES			
11				Debt Service			
12				Bond Principal Payments			
13				Issue Date: 02/12/2010			
14	65,000.00	67,000.00	73,000.00	2010 Pool Bond Princi	75,000	75,000	75,000
15	65,000	67,000	73,000		Total Principal	75,000	75,000
16							
17	27,499.89	24,607.39	21,630.00	2010 Bond Interest	18,380	18,380	18,380
18	27,500	24,607	21,630		Total Interest	18,380	18,380
19							
20	92,500	91,607	94,630	Debt Service Total	93,380	93,380	93,380
21							
22	92,500	91,607	94,630	TOTAL EXPENDITURES	93,380	93,380	93,380
23	221,430	234,030		ENDING FUND BALANCE			
24			240,249	ESTIMATED ENDING FUND BALANCE	238,162	238,162	238,162
25	313,930	325,637	334,879	TOTAL REQUIREMENTS	331,542	331,542	331,542

P.W. EQUIPMENT FUND

	2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
				RESOURCES			
1	189,546	180,785	145,000	BEGINNING FUND BALANCE	92,800	92,800	92,800
2	1,056	4,326	4,200	Interest Income	2,700	2,700	2,700
3	-	-	-	From Parks & Recr Fund	-	-	-
4	-	-	5,000	From Street Fund	5,000	5,000	5,000
5	-	-	5,000	From Water Fund	5,000	5,000	5,000
6	-	-	5,000	From Sewer Fund	5,000	5,000	5,000
7	-	-	5,000	From Storm Fund	5,000	5,000	5,000
8	1,056	4,326	24,200	Total New Resources	22,700	22,700	22,700
9	190,602	185,111	169,200	TOTAL RESOURCES	115,500	115,500	115,500
10							
11				EXPENDITURES			
12				Capital Outlay			
13	9,817	-	115,000	Equipment	-	-	-
14	-	40,000	16,000	Mobile Equipment	-	-	-
15	9,817	40,000	131,000	Capital Outlay Total			
16							
17	9,817	40,000	131,000	TOTAL EXPENDITURES			
18	180,785	145,111		ENDING FUND BALANCE			
19			38,200	ESTIMATED ENDING FUND BALANCE	115,500	115,500	115,500
20	190,602	185,111	169,200	TOTAL REQUIREMENTS	115,500	115,500	115,500

RESERVE: GOVERNMENTAL (STREET & ADMIN BLDG)

	2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
RESOURCES							
1	183,497	183,497	188,800	BEGINNING FUND BALANCE	195,300	195,300	195,300
2	1,022	4,732	4,300	Interest Income	3,800	3,800	3,800
3	-	-	-	From Street Fund	-	-	-
4	1,022	4,732	4,300	Total New Resources	3,800	3,800	3,800
5	184,519	188,229	193,100	TOTAL RESOURCES	199,100	199,100	199,100
6							
7				EXPENDITURES			
8				Transfers			
9	-	-	-	To Street Fund	-	-	-
10	-	-	-	Transfers Total	-	-	-
11							
12	-	-	-	TOTAL EXPENDITURES			
13	184,519	188,229		ENDING FUND BALANCE			
14			193,100	ESTIMATED ENDING FUND BAL	199,100	199,100	199,100
15	184,519	188,229	193,100	TOTAL REQUIREMENTS	199,100	199,100	199,100

RESERVE: ENTERPRISE (SEWER)

	2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
				RESOURCES			
1	222,829	224,070	229,300	BEGINNING FUND BALANCE	224,000	224,000	224,000
2	1,241	5,746	5,200	Interest Income	4,700	4,700	4,700
3	-	-	-	Sewer Fund	4,700,000	4,700,000	4,700,000
4	1,241	5,746	5,200	Total New Resources	4,704,700	4,704,700	4,704,700
5	224,070	229,816	234,500	TOTAL RESOURCES	4,928,700	4,928,700	4,928,700
6							
7				EXPENDITURES			
8				Transfers			
9	-	-	-	To Sewer Fund	-	-	-
10	-	-	-	Transfers Total	-	-	-
11							
12	-	-	-	TOTAL EXPENDITURES	-	-	-
13	224,070	229,816		ENDING FUND BALANCE			
14			234,500	ESTIMATED ENDING FUND BALANCE	4,928,700	4,928,700	4,928,700
15	224,070	229,816	234,500	TOTAL REQUIREMENTS	4,928,700	4,928,700	4,928,700



Appendix C

Urban Renewal
Detail Budget Pages

Veneta Urban Renewal Agency

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URBAN RENEWAL AGENCY - GENERAL FUND

	2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted
RESOURCES							
1	735,329	695,041		695,100 BEGINNING FUND BALANCE		653,422	653,422
2	2,114	8,828		12,600 Interest Income		8,067	8,067
3	-	-		850,000 Loan Proceeds		2,790,000	2,790,000
4	737,443	703,869		1,557,700 Total Resources, except taxes to be levied		3,451,489	3,451,489
5				Taxes estimated to be received			
6				Taxes collected in year levied			
7	737,443	703,869		1,557,700 TOTAL RESOURCES		3,451,489	3,451,489
8							
EXPENDITURES							
10				Materials & Services			
11	1,086	634		2,000 Administrative Supplies		1,000	1,000
12	50			- Public Relations/Marketing		100	100
15				1,000 Debt Issuance Costs		1,000	1,000
13		1,000		90,000 Redevelopment Toolkit		90,000	90,000
17	535	5,000		5,000 Administration Functions by City		5,000	5,000
18	140			10,000 Legal Fees		500	500
19	20	500		500 Audit Fees		500	500
20				- Downtown Retail Marketing Implementation		-	-
21	570	4,398		15,000 Other Professional Services		2,100	2,100
22	2,402	11,532		123,500 Materials & Services Total		100,200	100,200
23							
24				Transfers			
26	40,000	-		500,000 COV Park Facilities		1,730,000	1,730,000
28	-	-		320,000 COV Economic Development		712,000	712,000
27	-	-		30,000 COV Streets		30,000	30,000
32	40,000	-		850,000 Transfers Total		2,472,000	2,472,000
33							
34	-	-		10,000 Contingency		-	-
35							
36	42,402	11,532		983,500 TOTAL EXPENDITURES		2,572,200	2,572,200
37	695,041	695,041		ENDING FUND BALANCE			
38				574,200 ESTIMATED FUND BALANCE		879,289	879,289
39	737,443	706,573		1,557,700 TOTAL REQUIREMENTS		3,451,489	3,451,489

URBAN RENEWAL AGENCY - DEBT SERVICE FUND

	2022 Actual	2023 Actual	2024 Adopted	Description	2025 Requested	2025 Approved	2025 Adopted	
RESOURCES								
1	1,095,379	1,995,669	2,015,700	BEGINNING FUND BALANCE	3,014,835	3,014,835	3,014,835	
2	9,900	16,288	10,500	Previously Levied Taxes	11,788	11,788	11,788	
3	3,866	1,137	1,000	In-Lieu/Other	2,168	2,168	2,168	
4	1,501	1,310	1,500	Interest on Taxes	1,241	1,241	1,241	
5	129	393	250	Investment Income on Taxes	174	174	174	
6	3,142	25,348	18,800	Interest Income	23,395	23,395	23,395	
7	1,113,917	2,040,146	2,047,750	Total Resources, except taxes to be levied	3,053,602	3,030,206	3,030,206	
8			845,742	Taxes estimated to be received	917,081	917,081	917,081	
9	881,752	928,907		Taxes collected in year levied				
10	1,995,669	2,969,053	2,893,492	TOTAL RESOURCES	3,970,683	3,947,287	3,947,287	
11								
12	EXPENDITURES							
13	Debt Service							
14	"Du Jour" Line of Credit Loan Principal Payment							
15	Issue Date: September 2024							
16	-	-	850,000	2024 Key Bank Loan Principal	2,790,000	2,790,000	2,790,000	
17	-	-	850,000		Total Principal	2,790,000	2,790,000	2,790,000
18	"Du Jour" Line of Credit Loan Interest Payment							
19	Issue Date: September 2024							
20	-	-	2,500	2024 Key Bank Loan Interest	2,500	2,500	2,500	
21	-	-	2,500		Total Interest	2,500	2,500	2,500
22								
23	Water Bonds Principal Payments							
24	Issue Date:							
25	-	-	-	2001 Water Bonds	-	-	-	
26	-	-	-		Total Principal	-	-	-
27	Water Bonds Interest Payments							
28	Issue Date:							
29	-	-	-	2001 Water Bonds	-	-	-	
30	-	-	-		Total Interest	-	-	-
31	-	-	500	Bond Agent Fees	-	-	-	
32								
33	-	-	853,000	Debt Service Total	2,792,500	2,792,500	2,792,500	
34								
35	-	-	853,000	TOTAL EXPENDITURES	2,792,500	2,792,500	2,792,500	
36	1,995,669	1,993,362		ENDING FUND BALANCE				
37			2,040,492	ESTIMATED FUND BALANCE	1,178,183	1,154,787	1,154,787	
38	1,995,669	1,993,362	2,893,492	TOTAL REQUIREMENTS	3,970,683	3,947,287	3,947,287	



Appendix D

City of Veneta
Supporting Documents

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LISTING OF POTENTIAL PROJECTS		FY 2024-2025				
PROJECTS	TYPE OF PROJECT	TOTAL PROJECT COST	FUND FOR EXPENDITURE	EXPENDITURE ACCOUNT	REVENUE SOURCE	DESCRIPTION
City Hall Parking Lot Seal	Maintenance	\$ 10,000	General - Admin	100-100-51050	Non-specified	Crack and sand seal City Hall parking lot. Includes re-striping when complete.
Communications Master Plan Implementation	Operations	\$ 34,700	General - Admin	100-100-51095	Non-specified	Implementing Communications Master Plan goal to improve citizens' access to city information
Attic Improvements	Incentive	\$ 250,000	General Fund - Econ Dev	100-360-54500	URA Transfer	Matching private funds to redevelop the Attic
City Hall Re-Design	Refurbishment	\$ 15,000	General - Admin	100-100-60130	Non-specified, potential grants	Design/Project Bid Phase: Provide more office space
Wildfire Preparedness Program	Hazard Mitigation	\$ 15,000	General - Public Safety	100-195-52201	Non-specified, potential grants	Grant Potential, Emergency Preparedness
Lot 400/Unhoused Land	Improvement	\$ 30,000	General - Public Safety	100-195-61610	Non-specified	Work with city engineer to establish vehicular access for sanitation and public safety services
National Night Out	Program	\$ 1,500	General Fund - Public Safety	100-205-51095	Non-specified	Recreational Activities Associated with NNO
Five-Year Plan Economic Development Implementation	Programs	\$ 75,000	General - Economic Development	100-205-52060	Non-specified	Vibrant Veneta arts grants, RAIN contract, 5-Year Strategic Plan, Business Grant, Administrative costs
Veneta Economic Identity Study	Professional Services	\$ 35,000	General - Economic Development	100-205-52290	American Rescue Plan Act (ARPA)-General Fund	Developing and promoting an economic identity (project identified in Business Retention & Expansion Study)
Commercial Development Incentive Program	Incentive	\$ 50,000	General - Economic Development	100-360-54500	Non-specified	Funding the Transportation SDC Reduction program that the City Council approved in FY 2023
Acquiring SVDP Block on W Broadway & Start Commercial Development Diligence	Acquisition & Development	\$ 462,000	General - Economic Development	100-205-60130	Non-specified, URA Transfer	Direction from Council to acquire and commercially develop
Broadband Development, including Middle-Mile Project	Professional Services, Construction	\$ 1,049,263	General - Economic Development	100-205-60130	American Rescue Plan Act (ARPA)-General Fund	Connect the City's leased Zayo fiber lines to the Willamette Internet Exchange
		\$ 2,027,463	GENERAL			
Accela Upgrade to Include Planning and Code Enforcement Modules	Professional Services	\$ 5,000	Code Enforcement - Materials & Services	120-110-52045	Non-specified	Add the Code Enforcement module to Accela software.
		\$ 5,000	LAW ENFORCEMENT			

PROJECTS	TYPE OF PROJECT	TOTAL PROJECT COST	FUND FOR EXPENDITURE	EXPENDITURE ACCOUNT	REVENUE SOURCE	DESCRIPTION
Property Line Adjustment with Oregon Deptment of Forestry	Professional Services	\$ 30,000	Parks - Park	130-130-52290	URA Transfer	Completing this PLA will transfer approximately 4,578 sq ft of property from the State to the City along the east property line of the BHSC.
Bolton Field Sports Complex Design & Phase 1	Improvement	\$ 1,700,000	Parks - Park	130-130-60130	URA Transfer	Bolton Hill Sports Complex Architecture and Engineering Design & Phase 1 Build
Pool Parking Lot Seal	Maintenance	\$ 12,000	Parks - Park	130-130-53040	Non-specified	Crack and sand seal Veneta Community Pool and Community Center parking lot. Includes re-striping when complete.
Oak Island Parkland Acquisition	Expansion	\$ 125,000	Parks SDC- Capital Outlay	316-316-60130	Parks SDCs (Facility ID: P3)	To purchase approximately 1 acre of additional parkland adjacent to the existing Oak Island Park in accordance with the Veneta Parks, Recreation and Open Space Master Plan.
Community Center Rebuild	Improvement	\$ 3,000,000	Parks - Park	130-130-63110	URA Transfer; Federal Grant	Rebuild of Community Center using 91% Congressional grant if awarded
Dog Park Construction	Construction	\$ 860,000	Parks- Park; Parks SDC- Capital Outlay	130-130-60130; 316-316-60130	Non-specified; Parks SDC (Facility ID: A-ALT)	Put out to bid and construct Dog Park. Includes engineering to bid project and construction services.
Pickleball Courts Construction	Construction	\$ 410,000	Parks- Park	130-130-60130	Non-specified	Construct new pickleball Courts at Territorial Park. Includes engineering to bid and construction services.
		\$ 6,137,000	PARK & RECREATION			
GIS Mapping Update	Maintenance	\$ 2,000	Water - Materials & Services	210-210-53040	Non-specified	Update existing GIS mapping of utility systems to include corrections and new development.
PW Yard Parking Lot Seal	Maintenance	\$ 16,000	Water- 70% Sewer- 30% - Materials & Services	210-210-53040; 220-220-53040	Non-specified	Crack and sand seal Public Works yard asphalt
Public Works Yard Pre-design	Professional Services	\$ 30,000	Water- 70% Sewer- 30% - Capital Outlay	210-210-61610; 220-220-61610	Non-specified	Concept designing for more efficient use and expansion of site
Reservoir Land Acquisition	Acquisition	\$ 150,000	Water - Capital Construction	210-210-60130	Non-specified	Acquire land for future construction of redundant one million gallon reservoir for the 582 ft. Pressure zone per Water Master Plan CIP
Luther Lane Waterline Extension	Improvement	\$ 170,000	Water - System Improvements	210-210-61610	Non-specified	Extend water main on Luther Lane to connect near Hope Lane to provide needed looping of system.
		\$ 368,000	WATER			

PROJECTS	TYPE OF PROJECT	TOTAL PROJECT COST	FUND FOR EXPENDITURE	EXPENDITURE ACCOUNT	REVENUE SOURCE	DESCRIPTION
Sewer Infiltration and Inflow Maintenance	Professional Services	\$ 60,000	Sewer - Materials & Services	220-220-53150	Non-Specified	Maintenance
Eastside Lift Station Location Analysis	Expansion	\$ 200,000	Sewer SDC - System Expansion	314-314-60130	Sewer SDC	Concept design for future lift station.
Lot 602 - Prepare Site for Development	Professional Services	\$ 65,000	Sewer (3/4); Stormwater (1/4) System Improvements	220-220-61610 (Sewer 3/4); 240-240-61610 (Storm 1/4)	Non-specified	Identify any areas of the property that are below the base flood elevation. Bring in clean fill and rock to bring the entire site ground elevation to 1 foot above the base flood elevation.
WWTP Facility Plan	Improvement	\$ 160,000	Sewer SDC - System Expansion	314-314-60130	Sewer SDC	Work with consultant to update Facilities Plan as required by DEQ to continue towards expansion of Wastewater Treatment Plant.
WWTP Facility Plan	Improvement	\$ 200,000	Sewer SDC - System Expansion	314-314-60131	Sewer SDC	Design of WWTP Expansion Project to occur after Facility Plan completed and accepted by the State. First phase of design with next phase in next fiscal year estimated at \$400,000
		\$ 685,000	SEWER			
Elmira-Veneta Multi-Use Path	Professional Services	\$ 60,000	Street SDC - System Expansion	318-318-60130	Street SDC (Project ID: SUP2)	City's match for project being done by Lane County. Total match is \$55,680 however, in-kind expenses, i.e., land donation and staff time are allowed
Territorial Sidewalk RR Crossing	Improvement	\$ 15,000	Streets - Material & Services	230-230-53045	Non-specified	ADA Compliance
East Hunter Road Upgrade	Rehabilitation / Improvement	\$ 25,000	Streets - System Upgrade; Street SDC - System Improvements	230-230-63150; 318-318-61610	Non-specified; Street SDC (Project ID: UPS)	Update current design to account for and verify new development and utility improvements since last plan update. Also includes bidding services from engineer for the E. Hunter Road improvement project. Construction of project could be scheduled for summer of 2024.
Highway 126 Intersection- Gateway Beautification	New Construction	\$ 30,000	Streets - System Improvements	230-230-60250	URA Transfer	Streetscape improvements include gateway improvements (signage) at the Highway 126 intersection
Jeans Rd / Territorial Hwy Intersection Planning	Professional Services	\$ 10,000	Street SDC - System Expansion	318-318-60130	Street SDC (Project ID: NR10)	Engineering and Design Review for development of access control traffic mitigation solutions at the Jeans Road /Territorial Hwy Intersection.
		\$ 140,000	STREET			
Stormwater Manual	Professional Services	\$ 40,000	Storm - Materials & Services	240-240-52290	Non-specified	Modify and Adopt the Eugene Stormwater Manual to replace the Portland Stormwater Manual currently used by the City.
DEQ TMDL Program Erosion and Sediment Control Manual	Professional Services	\$ 30,000	Storm - Materials & Services	240-240-52290	Non-specified	Develop and adopt Erosion and Sediment Control Manual for all construction within the city as part of the TMDL Implementation Plan
		\$ 70,000	STORMWATER			

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CITY OF VENETA
ESTIMATE OF PROPERTY TAX COLLECTIONS

GENERAL GOVERNMENT LIMITATION:

Permanent Tax Rate: \$ 5.6364 per \$1,000 Assessed Value

Assessed Value for prior year	\$	344,793,223
Increase Rate (3% maximum)		3%
Estimated Assessed Value		355,137,020

Assessed Value/1,000: 355,137

Amount Tax Rate Will Raise 2,001,694

Estimated/Actual Loss Due to Limits	(1,919)
Other Adjustments per County	_____

Net Tax To Be Imposed 1,999,775

% Property Taxes Collected, 5-Yr Avg 95.7%

Estimate of Taxes to Receive \$ 1,913,785

REQUESTED

FY 2024-25	FY 2023-24	FY 2022-23	FY 2021-22
------------	------------	------------	------------

Estimate Distribution to Funds:	DOLLAR AMOUNT	PERCENT	PERCENT	PERCENT	PERCENT
General	\$ 363,619	19%	19%	19%	18%
Law Enforcement	956,893	50%	50%	50%	55%
Parks & Recreation	440,171	23%	21%	21%	16%
Planning	153,103	8%	10%	10%	11%
Total	\$ 1,913,785	100.0%	100%	100%	100%

EXCLUDED FROM LIMITATION:

BONDS AFTER	MEASURE 5	<other bonds>	TOTAL FOR
	2010 G.O. POOL		CITY

Amount Needed for FY Bond Payments \$ 93,380 \$ 93,380

Estimated/Actual Loss Due to Limits	-
Other Adjustments per County	(6)

% Property Taxes Collected, 5-Yr Avg 95.6% 95.4%

"Taxes Estimated to be Received" to Form LB-35 \$ 97,671.87 \$ 97,671.87

Estimate Distribution to Funds:	DOLLAR AMOUNT	PERCENT	PERCENT
Debt Service Fund	\$ 97,671.87	100%	100%

FY 2024-2025 Allocation of Payments	General	363,619	18.08%	2,011,457
	Debt Service	97,672	4.86%	
	Law Enforcement	956,893	47.57%	
	Parks & Recreation	440,171	21.88%	
	Planning	153,103	7.61%	

SCHEDULE OF TRANSFERS		FY 2024-2025			
FUND(S) \$ BEING TRANSFERRED FROM	FUND(S) \$ BEING TRANSFERRED TO	AMOUNTS OUT	AMOUNTS IN	EXPLANATION	ACCOUNT #
Water		\$ 5,000			210-210-75050
Sewer		\$ 5,000		Build up fund balance for future equipment	220-230-75050
Street		\$ 5,000		and vehicle needs	230-230-75050
Storm		\$ 5,000			240-220-75050
	P.W. Equipment		\$ 20,000		250-000-41915,10,20,25
Sewer		\$ 4,700,000		Funds to build Wastewater Treatment Plant expansion	220-220-75090
	Reserve-Enterprise		\$ 4,700,000		615-000-41920
Street		\$ 4,100		State required if full bike/ped \$ is not used	230-230-75085
	Reserve		\$ 4,100		610-000-41910
Zumwalt		\$ 47,000		Program expense and Fund Resources support	350-350-75005, 30, 20
	General - Administration		\$ 2,000		100-000-41945
	Park and Recreation		\$ 45,000		130-000-41945
Business Assistance		\$ 1,000		Staff time spent on grant administration	360-360-75005
	General - Admin		\$ 1,000		100-000-41955
		<u>\$ 4,772,100</u>	<u>\$ 4,772,100</u>		
From Urban Renewal To:					
	General - Economic Dev	\$ 250,000		Attic Improvements	100-000-49115
	General - Economic Dev	\$ 462,000		Acquiring SVDP Block on WBroadway	100-000-49115
	Parks & Recreation	\$ 1,730,000		Bolton Hill Sports Complex	130-000-41995
	Parks & Recreation	\$ 270,000		City Park Phase V: Community Center Rebuild match	130-000-41995
	Streets	\$ 30,000		Highway 126 Intersection- Gateway Beautification	230-000-46010
		<u>\$ 2,742,000</u>			

STATE SHARED REVENUE APPORTIONMENTS

Preliminary Population:	5,261				
Reduction Factor for conservative estimate:	95%				
Note: The information in the columns entitled "Allocation %," "Fund," and "Account #" are based on current practice/policy.					
<u>Revenue Type</u>	<u>Rate per Capita</u>	<u>Amount to Budget</u>	<u>Allocation % to</u>	<u>Fund</u>	<u>Account #</u>
20% Liquor Taxes @ 95%	21.24	106,156	100%	General	100-000-41325
Cigarette Taxes @ 95%	0.71	3,549	100%	General	100-000-41330
75% Marijuana Taxes @ 95%	1.38	3,449	50%	Law Enforcement	120-000-41330
		3,449	50%	Parks and Recreation	130-000-41330
Highway Gas Taxes @ 95%	79.35	392,621	99%	Street	230-000-41310
		3,962	1%	Street (A)	230-000-41315
		(A) Restricted to pedestrian and bicycle pathways			
14% State Liquor Tax @ 95%					
Complex formula including city property taxes, population, and income (ORS 221.770(4))					
<u>Fiscal Year</u>	<u>Actual Amounts Received</u>	<u>Amount to Budget (B)</u>	(B) Based on average of actual amounts received in last four years		
2024-25 Forecasted		\$ 60,443	100%	Parks and Recreation	130-000-41320
2023-2024 Estimated	65,000				
2022-23	66,397				
2021-22	61,343				
2020-21	61,755				
25% Marijuana Taxes @ 95%					
Formula using quarterly licensures in the city compared to the total licenses in all eligible cities					
<u>Fiscal Year</u>	<u>Actual Amounts Received</u>	<u>Amount to Budget (B)</u>	<u>% to Fund(s)</u>	<u>Fund</u>	<u>Account #</u>
			(B) Based on average of actual amounts received in last four years		
2024-25 Forecasted	12,748	6,055	50%	Law Enforcement	120-000-41330
		6,055	50%	Parks and Recreation	130-000-41330
2023-2024 Estimated	10,839				
2022-23	13,853				
2021-22	13,552				
2020-21	31,995				
Totals by Fund:					
General	\$ 109,705				
Law Enforcement	\$ 9,504				
Parks and Recreation	\$ 69,947				
Street	\$ 396,583				
	\$ 585,739				

DEBT SERVICE OBLIGATIONS - GOVERNMENTAL FUNDS												
Debt Description/Fund	Allocation	Date of Issue	Interest Rate	Final Maturity Date	Amount of Issue	Debt Outstanding June 30 2024	Principal Due FY24-25	Extra Principal	Interest Due FY24-25	Amount to Budget by Fund/Acct	Account #s	
Banner Bank: Bolton Hill Sewer L.I.D.												
Sewer System Improvements		6-18-2009	3.475% *	6/15/2029	223,502	71,321	13,387	-	2,637			
Local Improvements Principal	100%									13,387	430-430-65510	
Local Improvements Interest	100%									2,637	430-430-65520	
										Payment Total	\$ 16,024	
U.S. Bank: General Obligation Bonds												
Pool Facility Construction		2-12-2010	4.45% *	1/1/2029	1,100,000	413,000	75,000	-	18,380			
Debt Service Principal	100%									75,000	110-110-65125	
Debt Service Interest	100%									18,380	110-110-65130	
										Payment Total	\$ 93,380	
						TOTALS	\$ 1,323,502	\$ 484,321	\$ 88,387	\$ -	\$ 21,017	\$ 109,404
* Refinanced in FY12-13 from 4.95% and 5.75% respectively.												
NOTE: Fund(s) for expense depend on reason for debt and/or nature of project loan proceeds are being used for.												

DEBT SERVICE OBLIGATIONS - ENTERPRISE FUNDS												
Debt Description/Fund	Allocation	Date of Issue	Interest Rate	Final Maturity Date	Amount of Issue	Debt Outstanding June 30, 2024	Principal Due FY 2024-2025	Extra Principal	Interest Due FY 2024-2025	Amount to Budget by Fund/Account	Account #s	
Full Faith & Credit Bonds (Re-Fund of USDA):												
Sewer System Improvements		7/21/2021	2.23%	06-30-2039	2,830,000	2,430,000	130,000	-	62,750			
Sewer Principal	50%									65,000	220-220-65230	
Sewer- Interest	50%									31,375	220-220-65240	
Cap Construction-Sewer Principal	50%									65,000	314-314-65230	
Cap Construction-Sewer- Interest	50%									31,375	314-314-65240	
										Payment Total	\$ 192,750	
USDA Rural Development:												
Restricted Cash		12/01/2013	2.75%	12-01-2053	10,379,269	8,536,648	191,142	-	240,014			
Water System Expansion		12/01/2013	2.75%	12-01-2053	10,379,269	8,536,648	191,142	-	240,014			
Water Principal	50%									95,571	210-210-65110	
Water- Interest	50%									120,007	210-210-65115	
Cap Construction-Water Principal	50%									95,571	312-312-65230	
Cap Construction-Water- Interest	50%									120,007	312-312-65240	
										Payment Total	\$ 431,156	
						GRAND TOTALS:	\$ 23,588,538	\$ 19,503,295	\$ 512,284	\$ -	\$ 542,778	\$ 1,055,062

SCHEDULE OF ESTIMATED PERSONNEL COSTS BY DEPT AND TYPE

Fund/Department Name:	ADMIN/ FINANCE	ECONOMIC DEVELOPMENT	COURT	PUBLIC SAFETY	LAW ENFORCE MENT		PARKS	POOL	PLANNING	WATER	SEWER	STREETS	STORM	BUILDING	ZUMWALT	TOTAL BY TYPE
	100-100	100-100	100-160	100-195	120-110	130-130	130-520	140-140	210-210	220-220	230-230	240-240	260-110	350-350		
Type of Cost:	100-100	100-100	100-160	100-195	120-110	130-130	130-520	140-140	210-210	220-220	230-230	240-240	260-110	350-350		
Salary/Wages	50010	\$ 288,106	\$ 61,604	\$ 39,204	\$ 25,774	\$ 43,811	\$ 158,877	\$ 188,580	\$ 116,623	\$ 231,537	\$ 261,507	\$ 143,145	\$ 36,982	\$ 23,816	\$ 25,451	1,645,017
Insurance Benefits	50065	47,091	8,139	7,558	5,232	8,430	31,685	11,627	23,255	50,289	56,393	27,034	6,976	4,360	2,907	290,976
Life & LTD Insurance Benefits	50065	544	94	87	60	97	366	134	269	581	652	312	81	50	34	3,364
Retirement - EE & ER	50070	69,868	13,151	10,928	7,566	12,930	47,345	23,990	33,625	73,093	82,495	40,999	10,285	6,354	4,549	437,177
FICA	50060	22,040	4,713	2,999	1,972	3,352	12,154	14,426	8,922	17,713	20,005	10,951	2,829	1,822	1,947	125,844
Workers' Compensation	50060	2,047	546	277	192	442	1,437	1,712	853	1,913	2,241	1,334	291	169	169	13,624
TOTAL BY TYPE OF FUND/DEPT	429,697	88,248	61,054	40,796	69,062	251,864	240,470	183,547	375,125	423,293	223,775	57,445	36,571	35,055	2,516,001	

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Appendix E

Urban Renewal
Supporting Documents

Veneta Urban Renewal Agency

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LISTING OF POTENTIAL PROJECTS & SCHEDULE OF TRANSFERS

REVENUE SOURCE	FUND FOR EXPENDITURE	TOTAL PROJECT COST	EXPLANATION	EXPENDITURE ACCOUNT
URA	General Fund- Economic Development	\$250,000	Reimbursable matching grant funds for 2 years	100-000-49115
URA	General Fund- Economic Development	\$ 462,000	Acquiring SVDP Block on W. Broadway; begin commercial development diligence using consultants for market analysis and financing options	100-000-49115
URA	Parks & Recreation Fund	\$ 1,730,000	Funds to begin Bolton Hill Sports Complex design and Phase 1 Construction	130-000-41995
URA	Streets	\$30,000	Streetscape improvements include gateway improvements (signage) at the Highway 126 intersection	230-000-46010
	TOTAL	\$ 2,472,000		

SUMMARY OF RESOURCES							SUMMARY OF REQUIREMENTS								
FUNDS BY TYPE	BEGINNING FUND BALANCE PROJECTED FUND BALANCE @ 7-1-2024	PROPERTY TAXES	LOAN PROCEEDS	INTEREST INCOME	OTHER	TOTAL NEW REVENUE	TOTAL RESOURCES (Beginning Fund Balance + New Revenue)	MATERIALS & SERVICES	CAPITAL OUTLAY	DEBT SERVICE	TRANSFERS	CONTINGENCY	TOTAL EXPENDITURES	ENDING FUND BALANCE PROJECTED FUND BALANCE @ 6-30-2025	TOTAL REQUIREMENTS (Expenditures + Ending Fund Balance)
GENERAL FUND: General Fund	653,422	-	2,790,000	8,067		2,798,067	3,451,489	100,200	-	-	2,472,000	-	2,572,200	879,289	3,451,489
DEBT SERVICE FUND: Debt Service	3,014,835	928,869	-	24,810	2,168	955,848	3,970,683	-	-	2,792,500	-	-	2,792,500	1,178,183	3,970,683
TOTALS	\$ 3,668,257	\$ 928,869	\$ 2,790,000	\$ 32,877	\$ 2,168	\$ 3,753,914	\$ 7,422,171	\$ 100,200	\$ -	\$ 2,792,500	\$ 2,472,000	\$ -	\$ 5,364,700	\$ 2,057,471	\$ 7,422,171

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