

City of Veneta

Adopted Budget Document

Including Urban Renewal Agency
2022-2023



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TABLE OF CONTENTS

Distinguished Budget Presentation Award 2021	Page 2
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CITY OF VENETA

SECTION 1: OVERVIEW

Budget Message for Fiscal Year 2022-2023	Page 6
Council Priorities and Related Projects	Page 7
City 2021-2023 Workplan	Page 11
Summary of Assumptions and Objectives	Page 13
Consolidated Budget Table	Page 14
Major Changes to Revenues and Expenditures	Page 15

SECTION 2: STRUCTURE

City Organization Chart	Page 22
Staff Organization Chart	Page 23
City Overview	Page 24

SECTION 3: BUDGET PROCESS

Budget Committee Members	Page 30
Budget Process	Page 31
The Budget Process Timeline	Page 33

SECTION 4: FINANCIAL OVERVIEW

Financial Policies	Page 36
Overview of Funds and Functions	Page 41
Major and Non-Major Funds	Page 43
Fiscal Year 2022-2023 Ending Fund Balances, projected	Page 44

SECTION 5: RESOURCES

Beginning Fund Balances	Page 48
New Revenue	Page 48
Summary of Resources	Page 49
Property Taxes	Page 50
Government Agencies	Page 51
Franchise Fees	Page 52
User Fees	Page 52
Transfers	Page 53
Other Revenue	Page 53

SECTION 6: REQUIREMENTS

Summary of Requirements for Fiscal Year 2022-2023	Page 56
Budget Structure of Expenditures	Page 57
Expenditures	
Personnel Services	Page 58
Materials and Services	Page 60
Capital Outlay	Page 61
Debt Service	Page 61
Contingency	Page 61
Transfers	Page 61
Unappropriated/Ending Fund Balances	Page 62

SECTION 7: FUND NARRATIVES

General Fund:	
Summary	Page 66
Narratives	
Administration	Page 74
Economic Development	Page 75
Public Safety	Page 76
Code Enforcement	Page 77
Special Revenue Funds:	
Law Enforcement Fund	Page 78
Parks and Recreation Fund	Page 82
Planning Fund	Page 88
Street Fund	Page 92
Stormwater Fund	Page 98
Capital Construction - Governmental SDC Fund	Page 102
Zumwalt Campground Fund	Page 106
Local Improvement Fund	Page 110
Business Assistance Loan/Grant Fund	Page 114
Building Inspection Program	Page 118
Enterprise Funds:	
Water Fund	Page 122
Sewer Fund	Page 128
Capital Construction - Water SDC Fund	Page 132
Capital Construction - Sewer SDC Fund	Page 136
Debt Service Fund	Page 140

SECTION 7: FUND NARRATIVES Continued

Reserve Funds:

Public Works Equipment Fund Page 142

Enterprise Fund Page 144

Governmental Fund Page 146

Capital Project Funds (Deactivated)

Pool Facilities Fund Page 148

West Broadway Fund Page 148

Grant Fund Page 148

Consolidated Budget Charts Page 149

URBAN RENEWAL AGENCY

SECTION 8: AGENCY OVERVIEW

Budget Message Page 152

Agency Structure Page 153

Budget Overview Page 153

Summary of Resources and Requirements Page 154

SECTION 9: RESOURCES

Beginning Fund Balance Page 158

New Revenue Page 158

Property Taxes Page 159

Other Revenue Page 160

SECTION 10: REQUIREMENTS

Materials and Services Page 164

Debt Service Page 164

Transfers Page 164

Unappropriated/Ending Balances Page 164

Summary of Requirements Page 165

SECTION 11: CONSOLIDATED FINANCIALS

General Fund Page 168

Debt Service Fund Page 169

APPENDIX A:	
Glossary	Page 172
List of Acronyms	Page 176
APPENDIX B:	
City of Veneta Budget Detail Pages	Page 180
APPENDIX C:	
Veneta Urban Renewal Agency's Detail Budget Pages	Page 222
APPENDIX D: City of Veneta Supporting Documents	
Listing of Potential Projects	Page 226
Estimate of Property Tax Collections	Page 229
Schedule of Transfers	Page 230
State Shared Revenue Apportionments	Page 231
Debt Service Obligations	Page 232
APPENDIX E: Veneta Urban Renewal Agency Supporting Documents	
Listing of Potential Projects	Page 236
Estimate of Property Tax Collections	Page 237



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Veneta
Oregon**

For the Fiscal Year Beginning

July 01, 2021

Christopher P. Morill

Executive Director

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Section 1



Budget Message
Council Priorities and Related Projects
City 2021-2023 Workplan
Assumptions & Objectives
Consolidated Budget Table
Major Changes to Revenue & Expenditures

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Budget Message for Fiscal Year 2022-2023

The Fiscal Year 2022-2023 Budget benefits from several factors that, taken together, offered a stable basis for revenue and expenditure forecasting. The receding economic tsunami waves caused by the global pandemic have revealed the City of Veneta's stable financial moorings.

Property tax and user fee revenues trended positive through the pandemic. City expenditures continued to trend below budget. Federal COVID relief funds allocated to the City provided assistance to local businesses and allowed the City to enhance its IT systems. The City's cumulative ending fund balance continued to grow.

There are no significant changes in regulatory, legislative, or economic matters impacting Fiscal Year 2022-2023 when compared to previous fiscal years. However, the budget prioritizes funding for City priority issues that include parks, capital maintenance, and economic development.

For example, \$350,000 of federally allocated American Rescue Plan Act (ARPA) funds will seed the City's equitable broadband deployment strategy. Over one millions dollars worth of street crack seal and slurry maintenance will cost-efficiently address multiple years' of road maintenance. More than \$650,000 of urban renewal funds will fund the planning and design of a new 10+ acre outdoor sports complex as well as the renovation of a community center. The design and development of a new off-leash dog park, the design for the City's first-ever pickleball courts, and the development of a trails & paths master plan are also funded totaling \$170,000.

The City expects to maintain current service levels with no change in the property tax rate, fees, storm water and water rates. Sewer rates are expected to increase 7% under a 2016 rate model to build reserves for a major wastewater treatment plant capacity expansion. However, the City will contract for an update to water and sewer rates.

The budget documents provided to the City of Veneta and the Veneta Urban Renewal Agency 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 to record financial activity. The budget document also includes source materials on estimated property taxes, shared revenues, inter-fund transfers, Council goals, project costs, and personnel costs.

I greatly appreciate the City's newly formed Budget Team: Ann Haxby, Cole Haselip, and David Grabicki for much needed support in developing and delivering the budget documents, along with the thoughtful budget-development work of department directors Evan MacKenzie, Lisa Garbett, and Kyle Schauer.



Matt Michel, City Administrator

Council Priorities and Related Projects

In February 2021, the City Council held a public work session on an overview of city departments and activities. At the end of that presentation, individual City Council members were tasked with providing the City Administrator with policy issues and program ideas using an Issues Identification Form. The following 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 a prioritized list of City Council Goals for Fiscal Years (FY) 2021-2023.



Fiscal Year 2022-2023 Projects and Priorities

In anticipation of the upcoming Budget Committee process in May 2022, staff prepared a table of proposed projects for FY 2022-23 and how they deliver on the City Council's Priority Goals for 2021-2023, as well as long-term master plan projects.


Council Goals 2021-2023

	<p>Improve community safety by enhancing community policing and planning for the future.</p>		<p>Create community and economic development opportunities for business and industry to retain and create jobs.</p>
	<p>Promote parks and recreation projects and improvements that support healthy and active lifestyles for all ages.</p>		<p>Urbanize city streets in order to improve bicycle and pedestrian connectivity and continue to develop multi-use paths for the betterment of the community.</p>

Staff-Proposed Fiscal Year 2022-2023 Budget Projects



Staff-Proposed FY22-23 PROJECT/LINE ITEM	GOALS / PLAN	EST. BUDGET	FUND SOURCE
City Hall Expansion: Design	Not under work plan but beneficial to City operations and employees	\$ 130,000	General Fund
Website Upgrade	Communications Master Plan	\$ 9,000	General Fund
Expanded Newsletter, surveys, photography, event marketing	Communications Master Plan	\$ 15,500	General Fund
City Economic Development Strategy (CEDS): OR-126 Signage for Downtown District		\$ 10,000	General Fund
RARE Intern: Economic Development and Planning		\$ 25,000	General Fund & Planning Fund

Wildfire Preparedness Program		\$ 5,000	General Fund & Grant Potential
CEDS: BAP, ShopFernRidge.com, The Shoppes, etc.		\$ 70,000	General Fund & Grant Potential
CEDS: Business Oregon Culinary entrepreneur development		\$ 25,000	Grant
Broadband Buildout (aka Middle Mile Project)		\$ 350,000	ARPA
Rescue Veneta Business COVID-Impact Grants		\$ 50,000	ARPA
Community Center Upgrades		\$ 345,000	Park Fund
Dog Park: Design & Construction (no land cost)		\$ 95,000	Park Fund
Surplus Two Parks	Parks, Recreation, and Open Spaces Master Plan	\$ 15,000	Park Fund
Pickleball Courts @ Territorial Park, Design to Bid		\$ 25,000	Park Fund
Security Camera Installs (Parks, Public Works)		\$ 13,000	Park Fund; Sewer, Water Funds
Trails and Paths Master Plan		\$ 50,000	Grant Potential
Radar Speed Sign		\$ 4,000	Law Enforcement Fund

Public Works Equipment: Replace ½-Ton Truck includes lift bed		\$ 40,000	Public Works Equipment Fund
Public Works Equipment: Two new string trimmers for Parks		\$ 1,500	Public Works Equipment Fund
Street Preservation Crack and Sand Seal	Pavement Preservation Plan	\$ 1,062,325	Street Fund
Elmira-Veneta Multi-Use Path: Matching Funds		\$ 35,000	Street Fund
E Hunter Road: Update current design and build bid package	 SAFETY	\$ 25,000	Streets Fund
Sidewalk Territorial RR Crossing	 SAFETY	\$ 15,000	Street Fund
Wastewater Plant Expansion: Pre-Design	Wastewater Master Plan	\$ 150,000	Sewer Fund
Sewer Infiltration and Inflow Inspection	Not under work plan but required for sewer maintenance	\$ 60,000	Sewer Fund
Pine Street Lift Station: Upgrade pumps' capacity	Wastewater Master Plan	\$ 2,500	Sewer Fund
Stormwater Template Implementation	Not under work plan but design standard needed	\$ 2,000	Stormwater Fund
Lot 602 Pre-development: Update Floodplain Map; Site prep; appraisal	 SAFETY	\$ 50,000	Sewer (3/4) & Stormwater (1/4) Funds
Luther Lane to Hope Road System Looping	Waster Master Plan	\$ 170,000	Water Fund
Reservoir Land Acquisition	Water Master Plan	\$ 115,000	Water Fund
Water Rates and SDC Study	Water Master Plan	\$ 40,000	Water Fund
Water Infrastructure Map Update	No under work plan but needed for water system maintenance & planning	\$ 10,000	Water Fund
W. Broadway "Attic" Building Project		\$ 250,000	URA

Bolton Field Sports Complex: Design for Phase 1		\$ 180,000	URA
City Park Restrooms		\$ 125,000	Park, URA, & Grant
Redevelopment Toolkit	CEDS	\$ 91,500	URA
Bolton Field Sports Complex: Finish Pre-Design for Phase 1		\$ 30,000	URA
W. Broadway Street Lamp Electrical Outlets		\$ 25,000	URA

Communications Team (CT): Office Specialist III, City Recorder, Management Analyst
Human Resources Team (HRT): HR Generalist and FASD

Council Goal	Department	Group	Project Title & Deliverables		Timeline				2021-2022 Budget	Staff Lead	Notes
					July-Dec 2021	Jan-June 2022	July-Dec 2022	Jan-June 2023			
		Communications	Communication Master Plan	Finalize Draft, Present to Staff, then Council for Adoption						CT	Done. Adopted at Nov. 8, 2021 Council mtg
				Develop Communications Practices and Procedures						CT	Social Media Rules - Final; Style Guide - In Progress
				Develop Routine Surveys for Customer & Citizen Feedback						CT	November 2021 Community Survey
				Research Communications Tools and Prioritize Needs						CT	
		Economic Development	5-Year Strategy Initiatives	Business Retention & Expansion: Survey, Analysis, and Action					\$ 30,000	MA	In progress. 1/12/22 - Volunteer organizing meeting
				Arts & Culture: Sculpture, Murals, Banners, and Hwy 126 Signage					\$ 10,000	MA	1/10/22 Res No. 1344 Vibrant Veneta Grant Program
			Business Assistance Program	Reconstitute committee and update program					\$ 80,000	MA	Done. Committee bylaws adopted Dec.13, 2021; program updated
				Federal Outreach to Fund Hwy 126					\$ 3,000	CA	
			On-Board New Management Analyst as Lead Economic Development Specialist							CA	Done. MA Haselip staffing EDC and VenetaWorks initiatives
			Research and Apply for Grants							MA	
			VenetaWorks	The Shoppes at Veneta Square Retail District					\$ 10,000	MA	Planning for Summer 2022 season to occur in Q1 2022
				ShopFernRidge.com					\$ 2,000	MA	Matched \$5k funding with Foundry Collective; pursuing grants
			Banners for Streets						\$ 5,200	MA	Chamber running banner program; posts need better wiring
		Fiscal and Administrative Services	Integrate More Caselle Software Modules (Accts Receivable, Biz Licensing, Tax Tracking, etc.)							FASD	
			Setup URA Finances Within Caselle							FASD	
			Develop Citizens' Budget Report							FASD	2022 Budget Team project
			Create Procurement System and Documentation Procedure							CR	Draft done. Pending City Administrator review.
			Optimize Revenue Collection and Identify New Potential Sources							FASD	
			Develop a Consolidated Financial Report to Complement Budget Documents							FASD	
			Upgrade Bulk Water Station Software to Allow Customers to Pay with Credit Cards							FASD	
			Transition Financial Policies and Procedures into Official Documentation							FASD	Started. On hold for next Finance Director
		Human Resources	Implement New Employee Career Tracking System							HRT	
			Finalize and Implement Employee Development and Training Programs						\$ 5,000	HRT	Training occurring.
			Finalize and Implement Master-Level Project Incentive Program						\$ 15,000	HRT	Done.
			Annual Personnel Handbook Update							HRT	Planned for Feb. 2022 Council mtg.
			Develop CIS Customized Employee Regular Training Modules							HRT	
			Develop Department Resiliency Plan through Increased Cross Training							FASD	
			Support a Respectful and Collaborative Culture with Team Workshops and Group Projects							FASD	Supervisor Team workshops occurring
		Information Technology	Cybersecurity	Adopt and Implement Policy						CA	Done. OSS Haxby presented policy at Sept. 13, 2021 Council mtg
				Organize Server Files						OSS III	
			Improve Public Records Archive System							CR	Final recommendation imminent
			Continuation of Technology Upgrades at City Hall							OSS III	Done.
			Develop Hybrid Live/Virtual Public Meetings Capabilities for Council Meetings						\$ 1,500	CR	Done. Presiding Officer training Dec. 27, 2021 on Hybrid meetings
		General	Create Department Sections on City Website							OSS III	
			SaniPac Franchise Agreement Update or Renewal							CA	Planned for February 2022 Council mtg
			LCOG Agreement Update or Renewal							CA	
			Preferred Connections Franchise Renegotiation							CA	Done. No longer needed.
			Spectrum/Charter Communications Franchise Renegotiation							CA	
			CenturyLink Franchise Renegotiation							CA	
			Lane Electric Franchise Renegotiation							CA	
		Streets and Transportation	Veneta-Elmira Path Design, Property Acquisition, and Funding						\$ 10,260	CDD/PWD	Council approved add 'l grant match Dec.13, 2021; in progress
			Oregon Small City Allotment Grant Application							CDD	Done. Disqualified for population > 5k
			E. Hunter Safe Routes to Schools Grant Application (Next Round 2022)							CDD	
			Lane County Bicycle Master Plan Team, Continue Advisory Role							CDD	Done.
		Parks & Rec. Enhancement	Paths & Trails Plan	Issue Request for Proposals						CDD	
				Award Contract						CDD/FASD	
				Deliver Plan					\$ 25,000	CDD/MA	
		Planning - Long Range	Parks Systems Development Charge Update						\$ 25,000	CDD	Jan. 24, 2022 Council Work Session
			Participation in Project Scoping for Sustainable City Year Program							CDD	Contract signed, but no class project imminent
			Update and Consolidate Land Development and Land Division Ordinances							CDD	
			Stormwater Design Manual Completion and Adoption						\$ 1,000	CDD	City Engineer recommends adopting modified Eugene version
			Update Local Floodplain Maps						\$ 20,000	CDD	In progress
		Planning - Current	Final Plat and Building Permits for Madrone Ridge Subdivision (30-50 Lots)							CDD	Building permits applied for and paid; City reviewing final approval
			Tentative and Final Plats for Phases 4 and 5 of Applegate Landing							CDD	
			Development of ATR Properties North of Jeans Road							CDD	
			Development of Property at Southeast Corner of Territorial and Highway 126							CDD	
			TMDL Mitigation						\$ 10,000	CDD	Done. Acceptance letter received Aug. 10, 2021
		Urban Renewal Agency	Hire Consultant to Facilitate Update 2011 Bolton Hill Sports Park Master Plan						\$ 25,000	CDD	Request for Proposals to be released late January 2022
			Jeans Road Intersection Planning						\$ 25,000	CDD	
			Hwy 126 SW corner Downtown Signage (Proj.: Territorial Hwy Impts, Hwy 126 to Hunter)							CA/MA	
			Redevelopment Toolkit						\$ 91,500	CA/MA	Marketing materials updated.
			Miscellaneous Fiber	Refine Objective by using ISP Cost Gap Analysis						CA/MA	
				Build 1.75 miles to connect LCOG fiber to Zayo fiber					\$ 81,000	CA	Dec. 13, 2021 MOU with DFN to construct; mtg in mid-January to plan

			City Park Improvements - Phase 5: Community Center					\$ 345,000	PWD	City Architect dev. sketch plans; using Biz OR grant for food lab space
			St. Vincent de Paul Lots (Proj.: Retail Pop-Up and Luther Lane/VDFM)						CA	
			Coordinate Update of Natural Hazard Mitigation Plan with Lane County Update						MA	
			Continue Staff Disaster Preparedness Training					\$ 500	MA	Emergency Preparedness Team formed; ICS trainings being planned
			Update Emergency Operating Plan with Lane Fire Authority						MA	
			Develop and Implement Wildfire Mitigation Program					\$ 50,000	MA	
			Support Neighborhood Watch with Signage and Nat'l Night Out					\$ 700	MA	Done. Successful national recognition of efforts.
			Fund Portable Toilet for Lot 400 Campers					\$ 1,200	MA	
			Maintenance of Lot 400 for Health and Safety Hazards					\$ 1,000	MA	
			Work with VHAB on Developing Continuum of Care Program for Local Unhoused						MA	In progress with County, Orchid Health, LFA
			Review Transitional Camping Permit for Former Valley United Church Property Owners						MA	
			Improve Lots 400 and 300 Functionality for Unhoused						CDD	Contacted ODOT about access off 126
			Continue Supporting Community Dinners and Warming Shelters Programs					\$ 1,000	MA	
			Continue Proactive Engagement with Private Property Owners on Illegal Camping						CE	Code Enforcement (CE)
			Portable Building and New Automatic Gate at Public Works Yard					\$ 15,000	PWD	Done. Operational Dec. 2021
			Implement Public Safety Fee on Utility Bills						CA	Done. Will be on February City utility bills
			Analyze Public Safety Services Needed (Peace Officer or Counselor)						MA	In progress. First analysis presented to Council on Oct. 11 , 2021
			Continue Cat Spay and Neuter Program						CE	
			Training for Animal Control Officers						PWD	Done.
			Video Inspection of Sewer Collection System						PWD	Annual with I & I below
			Replacement of Gearboxes for Screw Conveyors at Wastewater Treatment Plant						PWD	Done. Q4 2021
			Wastewater Treatment Plant Improvements						PWD	1st basin done. 2nd basin next year.
			Continue Working with Developers During Construction of New Sewer Facilities						PWD	
			Sewer Infiltration and Inflow Inspection					\$ 90,000	PWD	Annual with video above
			Treated Effluent Mainline					\$ 30,000	PWD	
			Next Phase of Street Preservation Plan: Crack Sealing and Sand Slurry Sealing					\$ 425,000	PWD	Planning to bid work in Q1 2022
			Watering of New Hanging Plant Baskets in Downtown Area						PWD	Done.
			Possibly Put Out Bid for E. Hunter Road Improvement Project					#####	PWD	
			Maintain Stormwater Facilities						PWD	
			ADA-Compliant Sidewalks over Territorial Crossing					\$ 15,000	PWD	Contingent on Railroad Crossing Upgrade
			Completion of the AWIA Risk and Resilience Assessment and Emergency Response Plan					\$ 17,000	PWD	Done. Report delivered to Council Jan. 10, 2022
			Update the Water Management and Conservation Plan					\$ 15,000	PWD	Done. Q4 2021
			Rebuild All Altitude Control Valves						PWD	Done. Q4 2021
			Continue Working with Developers During Construction of New Water Facilities						PWD	
			Secure Future Site of New Water Reservoir					\$ 150,000	PWD	
			Purchase and Installation of Security Cameras for Pool Office and Deck						PWD	
			Upgrade Security Cameras in Territorial Park & PW Yard					\$ 13,000	PWD	
			Get Pool Up and Operating for Season						PWD/PM	
			Purchase and Installation of New Restroom Building for City Park					\$ 125,000	PWD	In progress.
			Dog Park Locations & Design					\$ 60,000	CDD	In progress; working with CBRL on options
			Maintain All Parks and Greenspaces						PWD	

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 2022-2023 fiscal budget are listed below.

- Target the minimum unappropriated fund balance in the operating funds equal to four months of operating expenditures plus \$100,000
- 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 4.94% cost-of-living increase for regular, full-time City employees, a pandemic service bonus of up to \$2,500 will be granted to current full-time employees, and a new longevity bonus program will be adopted for employees serving 10 years or more, conditional on City Council approval
- Workers compensation rates will increase 2%, medical insurance premiums will increase less than 2%
- A Finance Director will be hired at the mid-range of the compensation plan in a tight labor market
- Budget American Rescue Plan Act (ARPA) funds for one-time capital investment and pandemic impacts to local businesses: \$350,000 for broadband deployment and \$88,750 for Rescue Veneta business grants
- Budget Veneta Urban Renewal Funds for the Bolton Hill Sports Complex project and Community Center redevelopment project
- For the Veneta Urban Renewal Agency, continue to budget a \$700,000 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
- The following rate increases would be approved:
 - 2% for water fees effective March 2023;
 - 7% for sewer fees effective March 2023; and
 - no rate increase for storm water fees.
- The taxable values of taxable property will increase by no more than 3.0%, the uncollectible rate will be 4.58% and compression will not exceed \$4,112.00
- No commercial construction will occur and two residential developments—approximately 40 single family residences—will be built

Consolidated Budget Table

FUNDS BY TYPE	BEGINNING FUND BALANCE		TOTAL RESOURCES (Beginning Fund Balance + New Revenue)		ENDING FUND BALANCE	TOTAL REQUIRE- MENTS (Expenditures + Ending Fund Balance)
	PROJECTED FUND BALANCE @ 7- 1-2022	TOTAL NEW REVENUE		TOTAL EXPENDI- TURES	PROJECTED FUND BALANCE @ 6-30-2023	
GENERAL FUND:						
General Fund	2,166,277	2,149,725	4,316,002	1,927,900	2,388,102	4,316,002
SPECIAL REVENUE FUNDS:						
Law Enforcement	351,782	1,051,059	1,402,841	978,038	424,803	1,402,841
Parks & Recreation	630,821	1,271,865	1,902,686	1,567,950	334,736	1,902,686
Planning	244,251	254,798	499,049	291,900	207,149	499,049
Streets	2,868,540	696,800	3,565,340	1,577,800	1,987,540	3,565,340
Stormwater	285,971	77,100	363,071	94,500	268,571	363,071
Building Inspection Program	23,137	130,200	153,337	132,900	20,437	153,337
Governmental SDC	1,065,685	272,800	1,338,485	62,700	1,275,785	1,338,485
Grant	-	-	-	-	-	-
Zumwalt	143,816	84,600	228,416	132,000	96,416	228,416
Business Assistance	165,708	89,750	255,458	151,000	104,458	255,458
Local Improvement	295,892	11,700	307,592	18,761	288,831	307,592
ENTERPRISE FUNDS:						
Water	3,561,618	1,189,500	4,751,118	1,511,578	3,239,540	4,751,118
Sewer	4,304,300	1,461,500	5,765,800	1,017,600	4,748,200	5,765,800
Water SDC	262,162	198,300	460,462	235,578	224,884	460,462
Sewer SDC	812,743	178,600	991,343	245,125	746,218	991,343
CAPITAL PROJECT FUNDS:						
Capital Project - Pool	-	-	-	-	-	-
Capital Project -W Broadway	-	-	-	-	-	-
DEBT SERVICE FUND:						
Debt Service	220,304	98,867	319,171	91,609	227,563	319,171
RESERVE FUNDS:						
PW Equipment	180,815	1,400	182,215	40,000	142,215	182,215
Governmental Reserve	183,497	4,600	188,097	-	188,097	188,097
Enterprise Reserve	224,799	700	225,499	-	225,499	225,499
TOTALS	\$ 17,992,115	\$ 9,223,864	\$ 27,215,979	\$ 10,076,939	\$ 17,139,040	\$ 27,215,979

Major Changes to Revenues and Expenditures

General Fund

- Grant awards revenue includes the City's second allocation of American Rescue Plan Act (ARPA) funds, totaling \$1,023,329 less \$100,000 for the Rescue Veneta Grants program in the Business Assistance Fund. The remaining funds here are being held for the planning, implementation, and buildout of broadband infrastructure, and potentially upgrades to the wastewater treatment plant
- Proposed \$130,000 is for a City Hall Design/Bid Ready to find more office space. Proposed \$69,100 is for a City website upgrade and Communications Plan initiatives (expanded newsletter, surveys, etc.). Proposed \$20,000 is to pay for City Recorder and Finance Director recruitment services. Proposed \$4,000 is to buy a second mobile radar speed sign. In partnership with Mid Lane Cares, the City won a \$79,750 CDBG-CARES grant to retrofit the Service Center for the Love Project
- Economic Development initiatives include \$25,000 for food-entrepreneurs cohort development that is grant-funded

Parks and Recreation Fund

- Proposed \$665,000 transfer from the Urban Renewal Agency is to fund the: Community Center Upgrades and adjacent site improvements (\$345,000); Bolton Field Sports Complex Master Plan Update and Pre-design (\$35,000); Bolton Field Sports Complex Design (\$180,000); Bolton Field Sports Complex Phase 1 (\$105,000)
- Facilities expansion expenditures includes design/build for a dog park (\$95,000) and design for pickleball courts at Territorial Park (\$25,000)

Street Fund

- Proposed \$1,062,400 includes major Street Preservation Crack and Sand Seal program per the Street Preservation Plan that meets 2-3 years of planned maintenance in one season for an economy of scale
- Proposed \$60,000 is part of the City's fund match for the Elmira-Veneta Multi-Use Path project

Capital Construction – Governmental SDCs Fund

- Propose \$50,000 for Paths and Trails Master Plan recommended by 2020 Parks, Recreation and Open Space Master Plan

Business Assistance Fund

- Propose funding \$88,750 of federal ARPA funds to the Rescue Veneta Program that provides up to \$2,500 to small businesses that suffered negative economic impacts due to the COVID-19 pandemic

Water Fund

- Proposed \$285,000 is to both extend the water main on Luther Lane to connect near Hope Lane to provide needed looping of system as detailed in the Water Master Plan CIP project (\$170,000), and potentially acquire land for future construction of redundant one-million-gallon reservoir for the 582 ft. Pressure zone per Water Master Plan CIP (\$115,000)
- Proposed \$20,000 is for a new water rates study to replace the expired study

Sewer Fund

- Proposed \$32,500 includes \$30,000 for 3/4th shared cost with Stormwater Fund (property jointly purchased for Jack Kelley Sewer Lift station project in 2019) for Lot 600 Floodplain Maps Update. 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

Stormwater Fund

- Proposed \$10,000 is for Lot 600 Floodplain Maps Update because 1/4th shared cost with Sewer Fund of property jointly purchased for Jack Kelley Sewer Lift station project in 2019. 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

Capital Construction – Water SDC Fund

- Propose \$20,000 to fund update of System Development Charge study. Propose half of pipeline debt paid by Water SDC Fund and half paid by Water Fund

Capital Construction – Sewer SDC Fund

- Banner Bank loan termed and closed. Wastewater Treatment Plant (WWTP) debt re-funded this fiscal year for roughly \$30,000 annual savings. Half of debt payment paid by Sewer SDC Fund and half paid by Sewer Fund
- Propose \$150,000 for wastewater treatment plant upgrades pre-design per Master Plan

Public Works Equipment Fund

- Proposed \$40,000 is for a new 1/2-ton utility pick-up and new lift gate

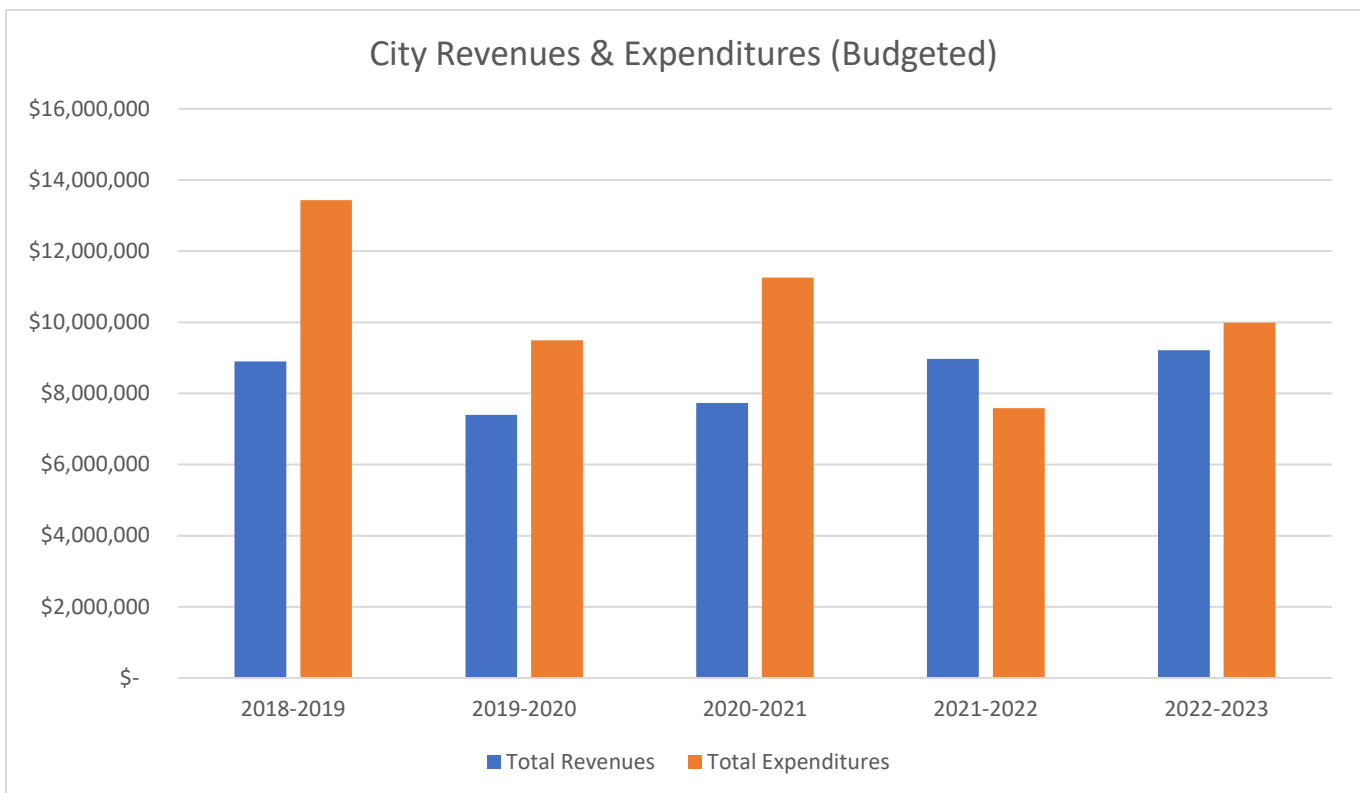
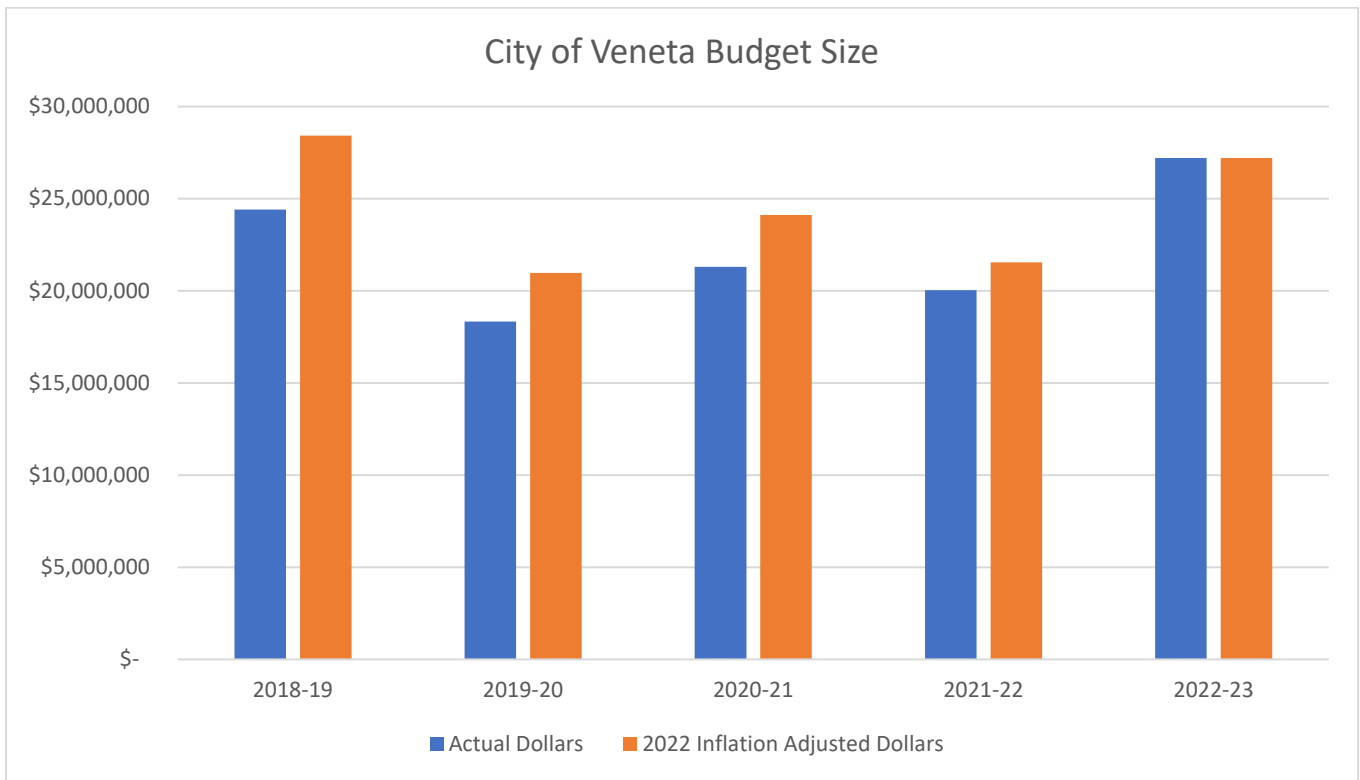
Changes Presented Between the Proposed and Adopted Budget

Staff presented a Requested Budget to the City of Veneta Budget Committee on May 31, 2022. On that same date the Budget Committee adopted an Approved Budget with one, minor amendment related to a grant amount. The Committee also acted to approve imposing a tax levy, specified appropriations, and categorizing the taxes.
















At the June 27, 2022 City Council meeting, Staff proposed seven (7) changes to the Approved Budget to adopt a Fiscal Year 2022-2023 Budget:

1. Move the \$345,000 expenditure for Community Center re-development from the Park and Recreation Fund's Parks Department Capital Outlay category to the Community Center Capital Outlay category for clarity
2. Add a \$90,000 expenditure for Community Center re-development to the Parks and Recreation Fund's Community Center Capital Outlay category to account for the City Architect's latest construction estimate of approximately \$500,000
3. Add \$25,000 in resources to the Park and Recreation Fund transferred from the Veneta Urban Renewal Agency to aid in land acquisition at the Bolton Hill Sports Complex
4. Reduce the State Marijuana Tax shared revenue from \$16,400 to \$6,170 for the Law Enforcement Fund to account for an estimate error of State shared revenues based on licensed establishments in the City
5. Reduce the State Marijuana Tax shared revenue from \$6,800 to \$6,170 for the Park and Recreation Fund to account for an estimate error of State shared revenues based on licensed establishments in the City
6. Add a \$500 expenditure to the General Fund's Administration Materials & Services category to account for a formula error that missed the Equipment & Vehicle Maintenance & Repairs spreadsheet cell
7. Add an \$8,000 expenditure to the Stormwater Fund's Capital Outlay category for a Stormwater Master Plan Capital Improvement Plan update

Summary of Budget Trends



Summary of Significant Budget Items

Staff-Proposed FY22-23 PROJECT/LINE ITEM	GOALS / PLAN	EST. BUDGET	FUND SOURCE
City Hall Expansion: Design	Not under work plan but beneficial to City operations and employees	\$ 130,000	General Fund
CEDS: BAP, ShopFernRidge.com, The Shoppes, etc.	 	\$ 70,000	General Fund & Grant Potential
Broadband Buildout (Middle Mile Project)		\$ 350,000	ARPA
Rescue Veneta Business COVID-Impact Grants		\$ 50,000	ARPA
Community Center Upgrades	 	\$ 345,000	Park Fund
Dog Park: Design & Construction (no land cost)		\$ 95,000	Park Fund
Trails and Paths Master Plan	 	\$ 50,000	Grant Potential
Street Preservation Crack, Sand Seal	Pavement Preservation Plan	\$ 1,062,325	Street Fund
Wastewater Plant Expansion: Pre-Design	Wastewater Master Plan	\$ 150,000	Sewer Fund
Sewer Infiltration and Inflow Inspection	required for sewer maintenance	\$ 60,000	Sewer Fund
Lot 602 Pre-development: Update Floodplain Map; Site prep; appraisal	 	\$ 50,000	Sewer (3/4) & Stormwater (1/4) Funds
Luther Lane to Hope Road System Looping	Waster Master Plan	\$ 170,000	Water Fund
Reservoir Land Acquisition	Water Master Plan	\$ 115,000	Water Fund
W. Broadway "Attic" Building Project		\$ 250,000	URA
Bolton Field Sports Complex: Design for Phase 1	 	\$ 180,000	URA
City Park Restrooms		\$ 125,000	Park, URA, & Grant
Redevelopment Toolkit	CEDS	\$ 91,500	URA

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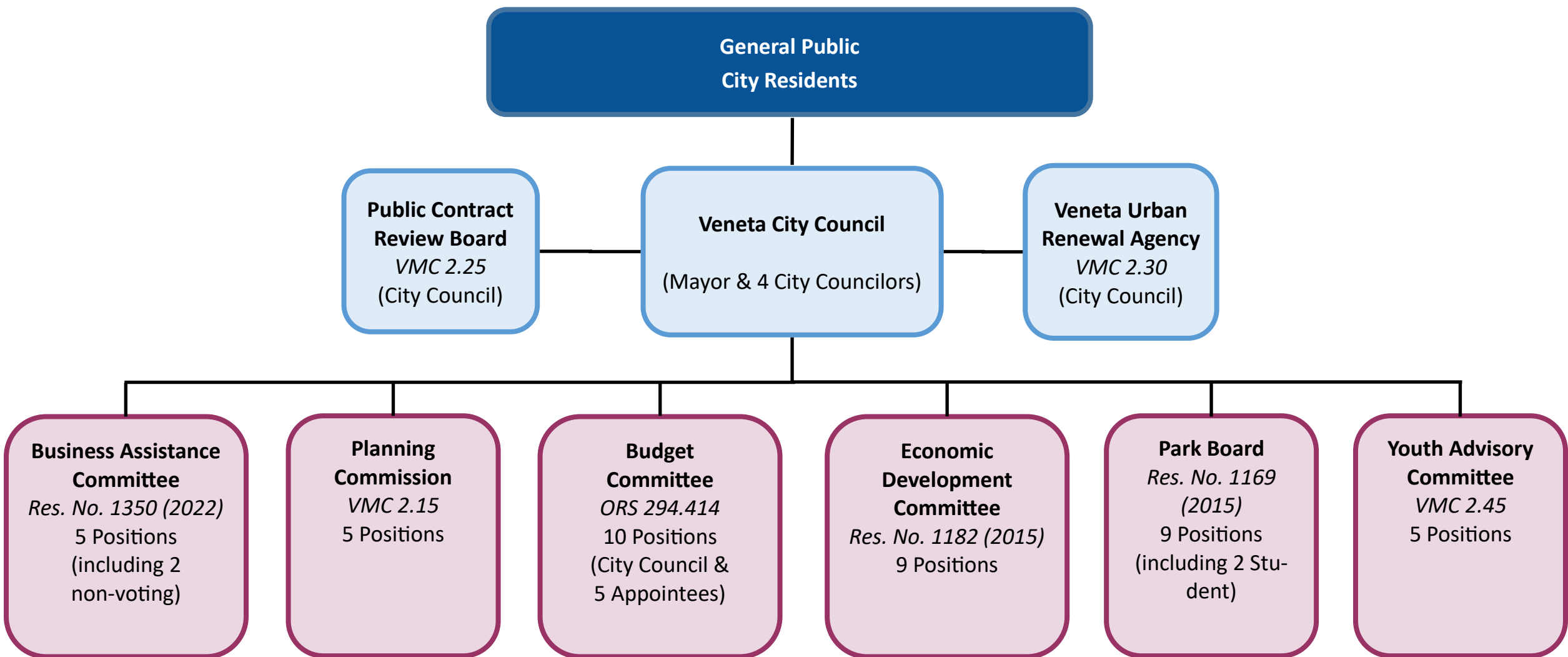
Section 2



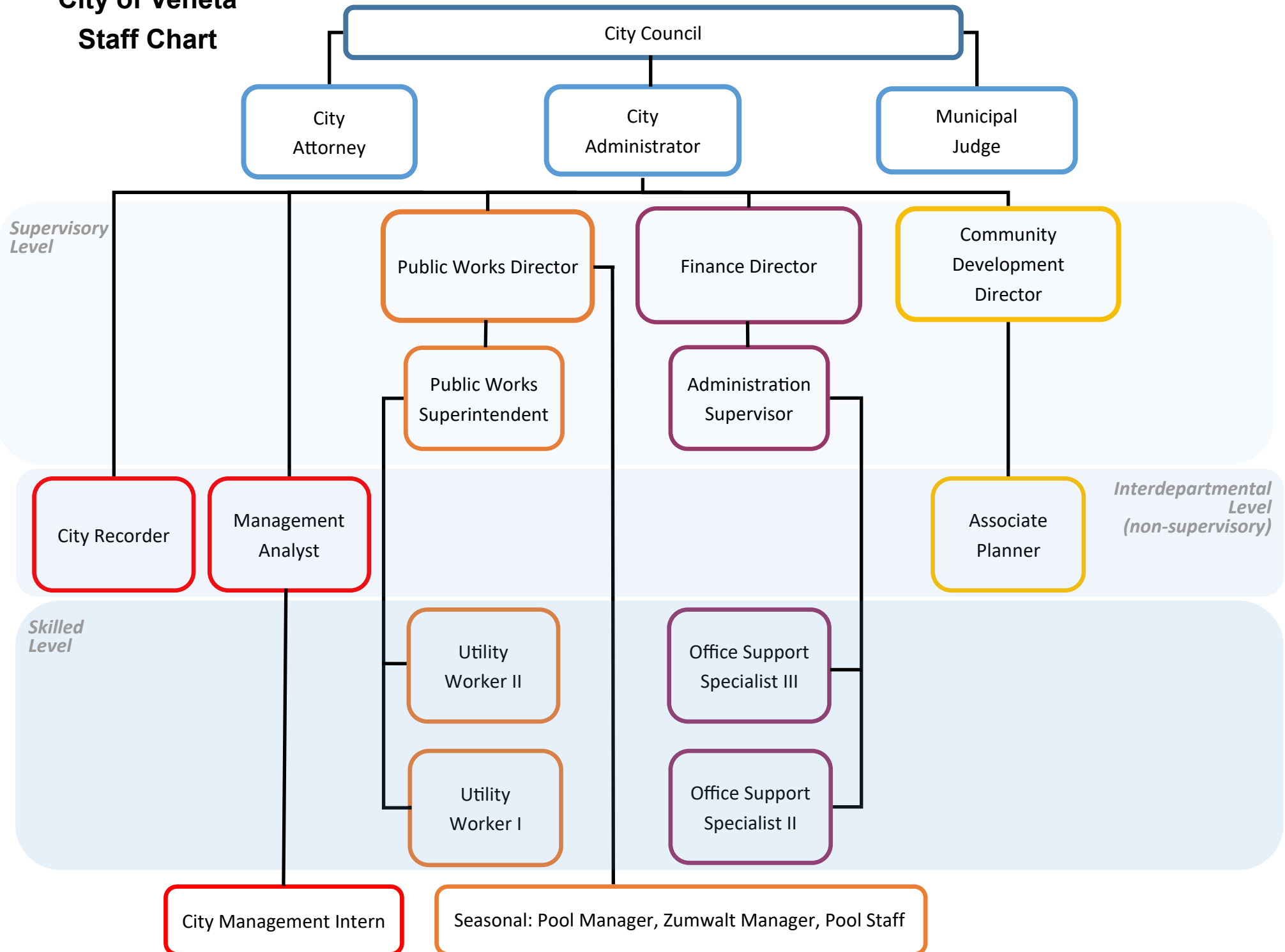
City Organization Chart
Staff Organization Chart
City Overview

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City Organization Chart



City of Veneta Staff Chart



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 the 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 the Fern Ridge School District, which operates two elementary schools, Fern Ridge Middle School and Elmira High School. The University of Oregon, Lane Community College, and Northwest Christian University are in Eugene, an easy commute of 25 minutes.

There is one health clinic located within City limits and another just outside of 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 2019 is estimated to be 4,800, compared to 4,561 in the last official census 2010. Its median age is 40.1 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%	40.1	\$ 49,240	\$ 220,100
Lane County	351,715	383,189	8.95%	39.5	\$ 54,942	\$ 280,000
State of Oregon	3,831,074	4,246,155	10.83%	39.6	\$ 65,667	\$ 336,700

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 2019, 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 that 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 programming
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, 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
The Budget Process Timeline

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Budget Committee Members

Citizen Members As of May 2022

POSITION	NAME	TERM END DATE
#1	Steve Nutter	12/31/22
#2	Paul J. Tackett	12/31/22
#3	Iris Quita	12/31/23
#4	Darlene Harris	12/31/23
#5	Janet Appleford	12/31/23

Council Members

POSITION	NAME	TERM END DATE
Mayor	Keith Weiss	12/31/24
Council President	Thomas Cotter	12/31/22
Councilor	Robbie McCoy	12/31/22
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, which will be held on May 31, 2022, is published in the local newspaper at least twice preceding the meeting. For the 2022-23 budget year the publication dates, in the Fern Ridge Review, are May 11, 2022 and May 18, 2022. 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.

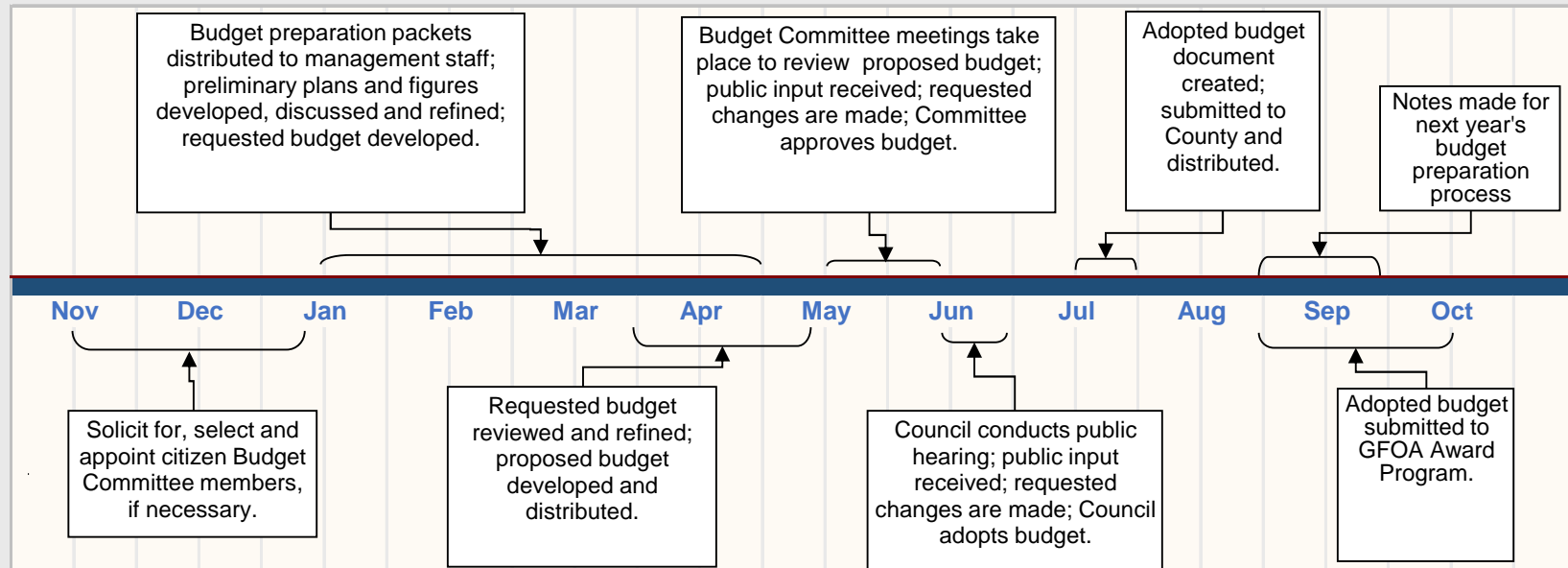
Public comment or testimony may be provided by:

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 are conducted in a manner consistent with the mission. We also strive to comply 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 we have presented, in the form of an ordinance or resolution, financial policy issues to the Council for action on a case by case basis. Some of which are listed, in full or portions of, below. Also listed below are guidelines established by practice. The Council has not been presented with a comprehensive financial management policy; however, staff has this on their work plan.

RECORDING AND REPORTING

- Financial statements of the City are to be prepared in accordance with GAAP
- 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 monthly
- 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
- Monthly financial reports will be prepared and then shared with the City Administrator and other staff
- 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

BUDGETING

- Each and every fiscal year the City adopts a balanced budget in which total revenues are equal to expenditures
- 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 will prepare the budget in a conservative manner

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

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

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

OTHER

- Finance and Administration staff will continually work on improving internal controls
- The City's 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)

- Good faith deposits associated with bids, proposals, and/or quotes should be receipted 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 Workers' Compensation Insurance to City volunteers

WRITE OFF POLICY

- The Veneta City Council delegates authority to the Finance and Administrative Services 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

FUND BALANCE POLICY

- Fund balance measures the net financial resources available to finance expenditures of future periods
- 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 and Administrative Services 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
- To the extent possible, the minimum unappropriated fund balance in the operating funds will be equal to four months of operating expenditures plus \$100,000

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 ½ 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

PUBLIC CONTRACTING

- Follow the most currently adopted City of Veneta's Public Contracting Rules

PURCHASING

- 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 level of verbal approval, preparing the required documents and receiving the appropriate level of written approval. 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 adhere to and follow the City's policies and procedures, as outlined in the employee handbook, applicable administrative procedures, and the Public Contracting rules, prior to, during, and after purchases including, but not limited to, adequate comparisons for value and quality, use of the proper method of solicitation, obtainment of necessary approvals, preparation of adequate documentation, inspection of goods, and/or monitoring the quality of service

- Purchases made in urgent or emergency situations. Employees are expected to attempt to contact their supervisor 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 (i.e. personal long-distance phone calls) for the employee's personal use
- The same processes, policies, and procedures 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 card

IDENTITY THEFT PREVENTION (IDTP)

- The processes, policies and procedures for IDTP were reviewed and modified by Resolution No. 1157. 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 and Administrative Services Director and/or City Administrator
- The IDTP processes, policies and procedures will be reviewed annually by the IDTP Committee

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 organizations 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 al 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 STREET CAPITAL CONSTRUCTION - GOVT	PARKS & RECREATION PLANNING BUSINESS ASSISTANCE STORM WATER 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 2022-2023 Ending Fund Balances, projected

FUNDS BY TYPE	BEGINNING FUND BALANCE	ENDING FUND BALANCE	PROJECTED ENDING FUND BALANCE, CHANGES
	PROJECTED FUND BALANCE @ 7-1-2022	PROJECTED FUND BALANCE @ 6-30-2023	
GENERAL FUND:			
General Fund	2,166,277	2,388,102	\$221,825
SPECIAL REVENUE FUNDS:			
Law Enforcement	351,782	424,803	\$73,021
Parks & Recreation	630,821	334,736	(\$296,085)
Planning	244,251	207,149	(\$37,102)
Streets	2,868,540	1,987,540	(\$881,000)
Stormwater	285,971	268,571	(\$17,400)
Building Inspection Program	23,137	20,437	(\$2,700)
Governmental SDC	1,065,685	1,275,785	\$210,100
Grant	-	-	\$0
Zumwalt	143,816	96,416	(\$47,400)
Business Assistance	165,708	104,458	(\$61,250)
Local Improvement	295,892	288,831	(\$7,061)
ENTERPRISE FUNDS:			
Water	3,561,618	3,239,540	(\$322,078)
Sewer	4,304,300	4,748,200	\$443,900
Water SDC	262,162	224,884	(\$37,278)
Sewer SDC	812,743	746,218	(\$66,525)
CAPITAL PROJECT FUNDS:			
Capital Project - Pool	-	-	\$0
Capital Project -W Broadway	-	-	\$0
DEBT SERVICE FUND:			
Debt Service	220,304	227,563	\$7,259
RESERVE FUNDS:			
PW Equipment	180,815	142,215	(\$38,600)
Governmental Reserve	183,497	188,097	\$4,600
Enterprise Reserve	224,799	225,499	\$700
TOTALS	\$ 17,992,115	\$ 17,139,040	(\$853,074)

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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.

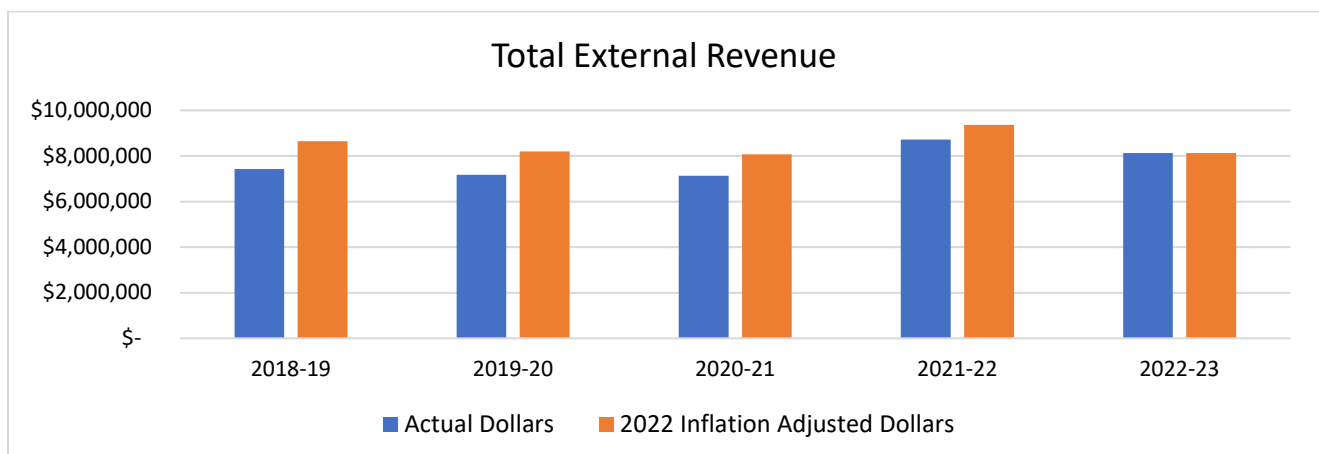
Each year, in the budget process, the current year’s activity is reviewed and projections are made, by fund, of the expected ending fund balance. These projected amounts become the beginning fund balances used to prepare the next year’s budget. Actual results can vary depending on the number and significance 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 \$17,992,115. This citywide total is \$5,820,368 million more than the estimated beginning fund balances used in the fiscal year 2020-2021 budget. This is the result of using the actual ending fund balance of the most recently completed year, (in this case 2019-20) adjusted by actual results thus far in the current year (2020-21), 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.

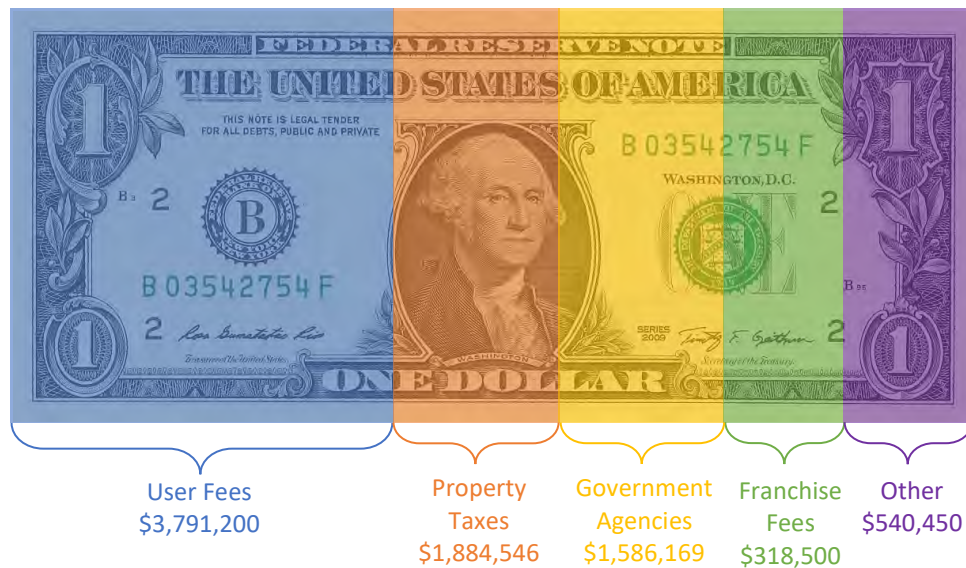
New Revenue

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.



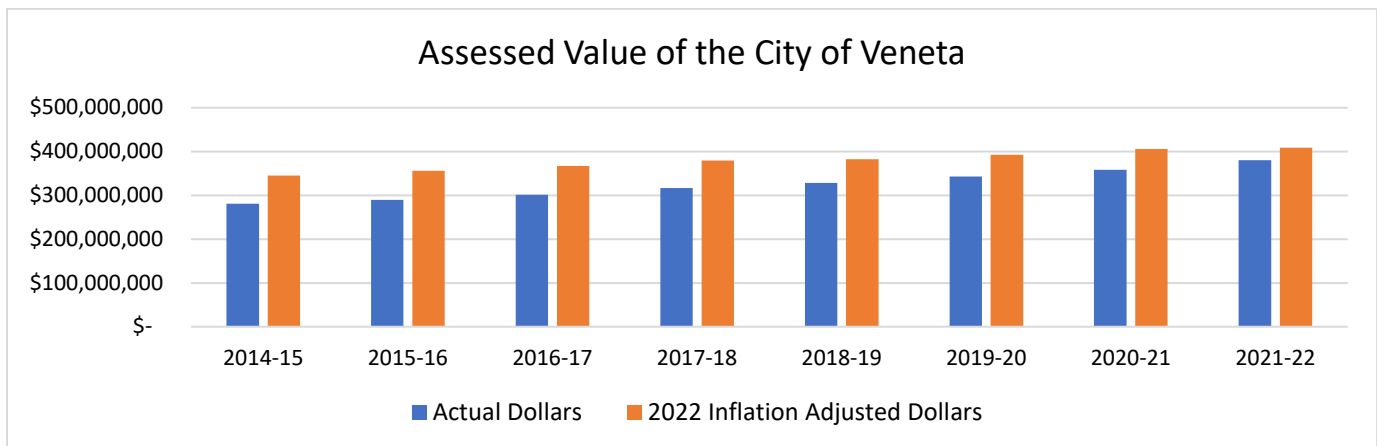
SUMMARY OF RESOURCES													
FUNDS BY TYPE	BEGINNING FUND BALANCE PROJECTED FUND BALANCE @ 7-1-2022	PROPERTY TAXES	GOVERNMENT AGENCIES	FRANCHISE FEES	USER FEES	TRANSFERS	LICENSES AND PERMITS	COURT FINES	INTEREST INCOME	GRANTS	ALL OTHER	TOTAL NEW REVENUE	TOTAL RESOURCES (Beginning Fund Balance + New Revenue)
GENERAL FUND:													
General Fund	2,166,277	340,296	1,119,129	148,300	7,500	323,000	6,600	2,400	10,300	121,700	70,500	2,149,725	4,316,002
SPECIAL REVENUE FUNDS:													
Law Enforcement	351,782	894,189	36,770	19,000	85,200	10,000	-	-	5,900	-	-	1,051,059	1,402,841
Parks & Recreation	630,821	373,595	78,370	-	51,800	710,000	-	-	4,400	50,000	3,700	1,271,865	1,902,686
Planning	244,251	178,998	-	-	44,100	-	-	-	2,900	-	28,800	254,798	499,049
Streets	2,868,540	-	351,900	151,200	177,500	-	-	-	15,500	-	700	696,800	3,565,340
Stormwater	285,971	-	-	-	74,200	-	-	-	2,800	-	100	77,100	363,071
Building Inspection Program	23,137	-	-	-	69,900	60,000	-	-	300	-	-	130,200	153,337
Governmental SDC	1,065,685	-	-	-	254,100	-	-	-	18,700	-	-	272,800	1,338,485
Grant	-	-	-	-	-	-	-	-	-	-	-	-	-
Zumwalt	143,816	-	-	-	83,700	-	-	-	900	-	-	84,600	228,416
Business Assistance	165,708	-	-	-	-	-	-	-	1,000	88,750	-	89,750	255,458
Local Improvement	295,892	-	-	-	-	-	-	-	2,200	-	9,500	11,700	307,592
ENTERPRISE FUNDS:													
Water	3,561,618	-	-	-	1,142,200	-	-	-	12,900	-	34,400	1,189,500	4,751,118
Sewer	4,304,300	-	-	-	1,431,200	-	-	-	13,300	-	17,000	1,461,500	5,765,800
Water SDC	262,162	-	-	-	197,300	-	-	-	1,000	-	-	198,300	460,462
Sewer SDC	812,743	-	-	-	172,500	-	-	-	6,100	-	-	178,600	991,343
CAPITAL PROJECT FUNDS:													
Capital Project - Pool	-	-	-	-	-	-	-	-	-	-	-	-	-
Capital Project -W Broadway	-	-	-	-	-	-	-	-	-	-	-	-	-
DEBT SERVICE FUND:													
Debt Service	220,304	97,467	-	-	-	-	-	-	1,400	-	-	98,867	319,171
RESERVE FUNDS:													
PW Equipment	180,815	-	-	-	-	-	-	-	1,400	-	-	1,400	182,215
Governmental Reserve	183,497	-	-	-	-	-	-	-	4,600	-	-	4,600	188,097
Enterprise Reserve	224,799	-	-	-	-	-	-	-	700	-	-	700	225,499
TOTALS	\$ 17,992,115	\$ 1,884,546	\$ 1,586,169	\$ 318,500	\$ 3,791,200	\$ 1,103,000	\$ 6,600	\$ 2,400	\$ 106,300	\$ 260,450	\$ 164,700	\$ 9,223,864	\$ 27,215,979



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. Community members may contact the Lane County Assessor's office if they have any questions about the assessed value of their home or property tax collections.

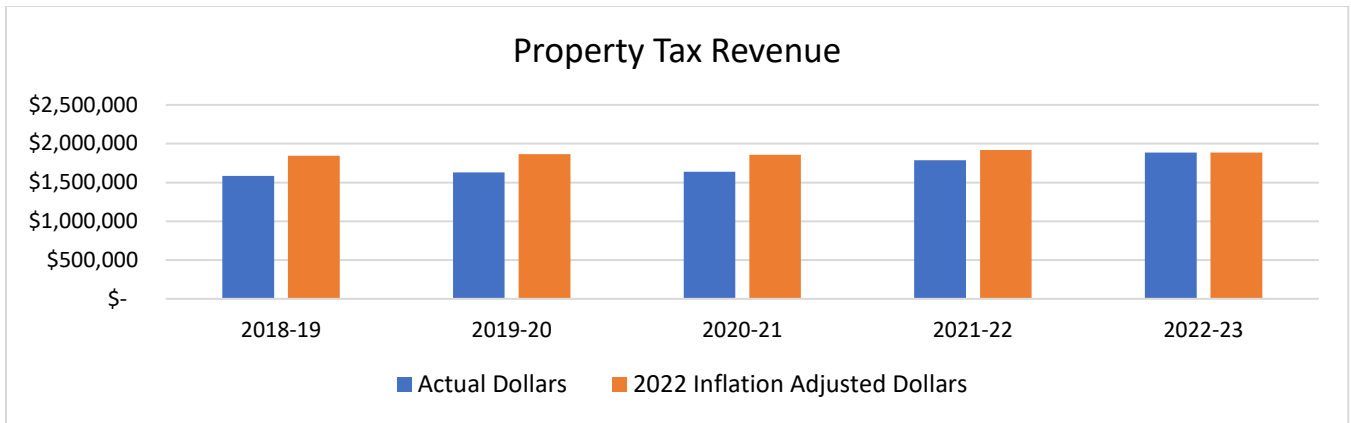
Assessed value is generally limited to an annual increase of 3% for each parcel of property. In a situation where the property's real market value decreases to less than the assessed value, the assessed value will also decrease, which is known as "Measure 50 compression." Increases greater than 3% can occur as the result of new construction. The property within the City's boundaries had a total assessed value of \$318,416,704 for fiscal year 2022. This is a 5% 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 2023 is \$5.6364 per \$1,000 of assessed value. The property tax estimates for fiscal year 2022-23 assume that the assessed value will increase 3%, the full rate will be levied, the compression loss will be approximately \$4,000 and the uncollectible rate will be approximately 4.6%. Given these assumptions the City is conservatively expecting to receive \$1,884,546 specific to the upcoming year. Property tax revenue accounts for 20% of total expected revenue in fiscal year 2023. The expected \$1,884,546 in revenue is to be shared between the general, law enforcement, parks and recreation, planning and the debt service funds.

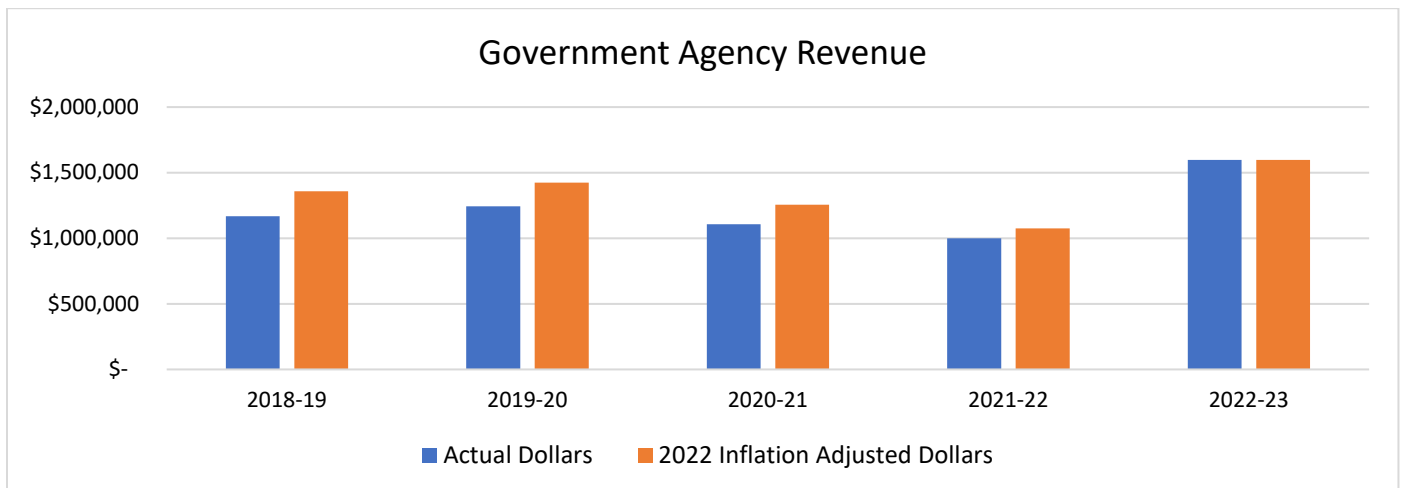


Government Agencies

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 fiscal year 2023 was determined by trending recent actuals and previous estimates forward.

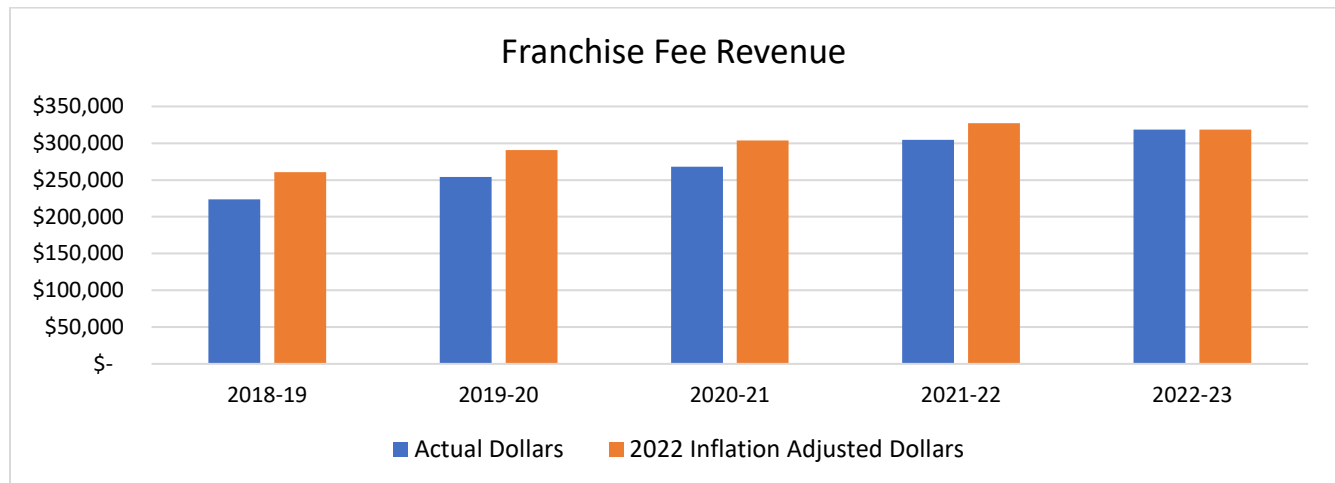
The City of Veneta will receive approximately \$550,000 from the federal government as its second and final disbursement of American Rescue Plan Act funds through the State and Local Fiscal Recovery Fund Program. These funds have been included in government agency revenues and account for the significant increase from fiscal year 2022 to 2023.

Government agency revenue accounts for 17% of total expected revenue in fiscal year 2023. The expected \$1,597,029 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. These sections include streets and sidewalks as well as land set aside for water pipes, electricity lines, 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 2023 was determined by trending recent actuals and previous estimates forward. Franchise fees account for 3% of total expected revenue in fiscal year 2023. The expected \$318,500 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 \$3,791,200 in user fees revenue.

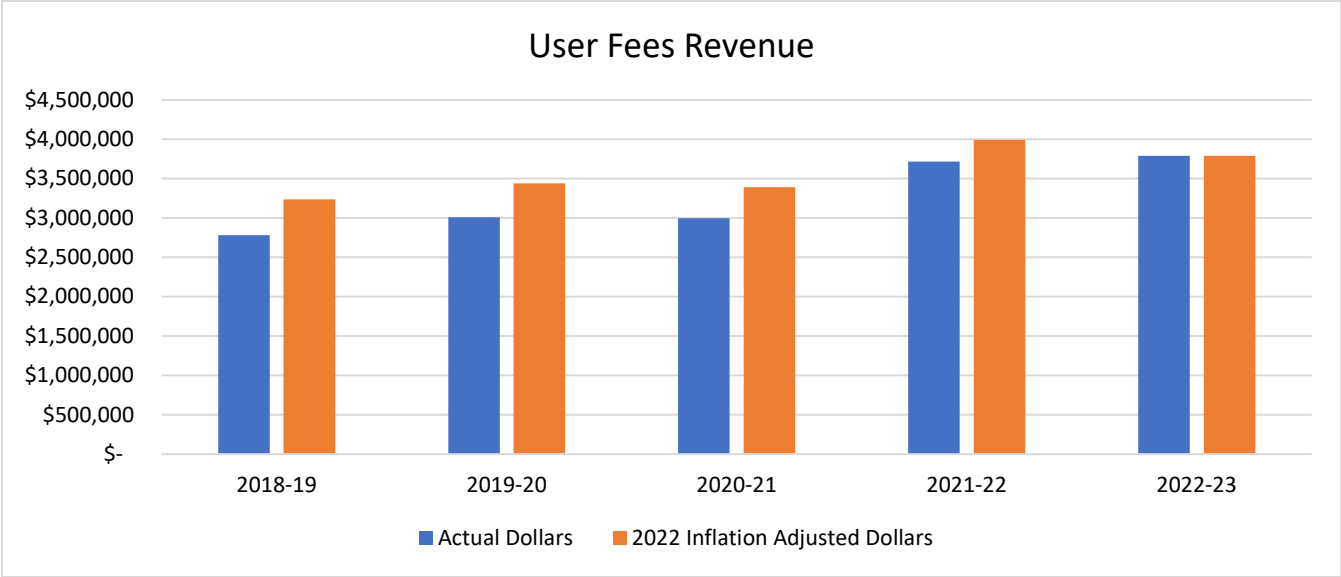
Water, sewer, transportation, and stormwater user fees are determined by Veneta City Council. Staff recommends rate increases to City Council to keep pace with the rising cost of operations and to build fund balances for large capital projects described in the City’s water, sewer, pavement preservation, 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 2% beginning January 2023. Sewer rates are anticipated to increase by 7% in January 2023. Stormwater fees are anticipated to increase by 2% in July 2022. Transportation fees are not anticipated to increase during fiscal year 2023.

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 existing and 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 25 new single-family residences (SFR) will be constructed in the City of Veneta. The 25 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 2023.

The City of Veneta operates a fee-based campground to support the Oregon Country Fair which will return to being in-person event during fiscal year 2023. 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 2023.

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.



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. The transfer of \$5,000 each from the Street, Water, and Sewer Funds into the Public Works Equipment Fund is an example of a transfer to accumulate money for future purchases of large equipment or vehicles. Transfer revenue is allocated at the discretion of the Veneta City Council.

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

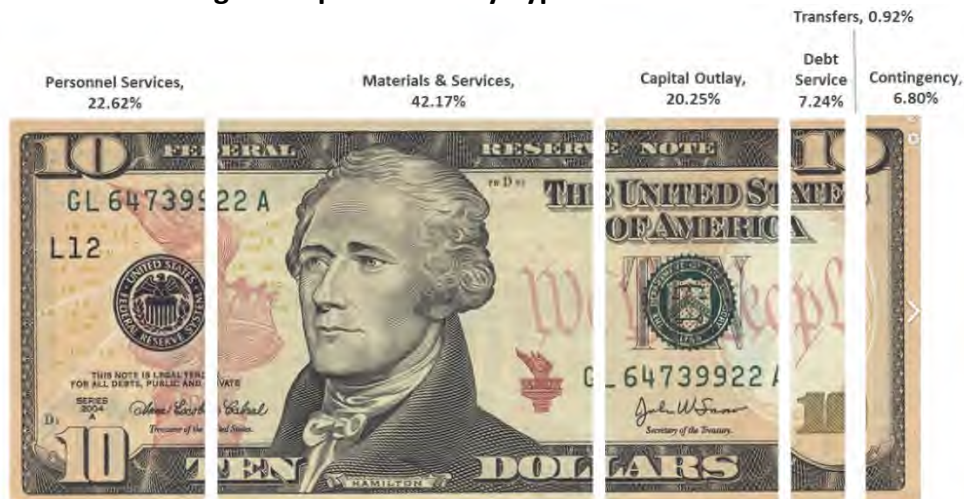
The term “Requirements” refers to the total amount of “money” budgeted to spend (expenditures) and to carry-over for the next year (ending fund balance). These are often also referred to as Appropriated (authority to spend) and Unappropriated (available for the following year), respectively. Appropriated 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 2022-2023

FUNDS BY TYPE	BEGINNING FUND BALANCE	PROJECTED FUND BALANCE @ 7-1-2022	PERSONNEL SERVICES	MATERIALS & SERVICES	CAPITAL OUTLAY	DEBT SERVICE	TRANSFERS	CONTINGENCY	TOTAL EXPENDITURES	ENDING FUND BALANCE	TOTAL REQUIREMENTS (Expenditures + Ending Fund Balance)
GENERAL FUND:											
General Fund	2,166,277		612,500	531,700	563,700	-	60,000	160,000	1,927,900	2,388,102	4,316,002
SPECIAL REVENUE FUNDS:											
Law Enforcement	351,782		-	973,038	-	-	-	5,000	978,038	424,803	1,402,841
Parks & Recreation	630,821		429,600	191,850	876,500	-	-	70,000	1,567,950	334,736	1,902,686
Planning	244,251		171,100	80,800	-	-	-	40,000	291,900	207,149	499,049
Streets	2,868,540		187,900	1,297,400	12,500	-	-	80,000	1,577,800	1,987,540	3,565,340
Stormwater	285,971		48,500	8,000	18,000	-	-	20,000	94,500	268,571	363,071
Building Inspection Program	23,137		35,900	97,000	-	-	-	-	132,900	20,437	153,337
Governmental SDC	1,065,685		-	200	62,500	-	-	-	62,700	1,275,785	1,338,485
Grant	-		-	-	-	-	-	-	-	-	-
Zumwalt	143,816		33,900	66,100	-	-	32,000	-	132,000	96,416	228,416
Business Assistance	165,708		-	150,000	-	-	1,000	-	151,000	104,458	255,458
Local Improvement	295,892		-	2,700	-	16,061	-	-	18,761	288,831	307,592
ENTERPRISE FUNDS:											
Water	3,561,618		361,800	449,200	285,000	215,578	-	200,000	1,511,578	3,239,540	4,751,118
Sewer	4,304,300		398,600	381,300	32,500	95,200	-	110,000	1,017,600	4,748,200	5,765,800
Water SDC	262,162		-	20,000	-	215,578	-	-	235,578	224,884	460,462
Sewer SDC	812,743		-	-	150,000	95,125	-	-	245,125	746,218	991,343
CAPITAL PROJECT FUNDS:											
Capital Project - Pool	-		-	-	-	-	-	-	-	-	-
Capital Project - W Broadway	-		-	-	-	-	-	-	-	-	-
DEBT SERVICE FUND:											
Debt Service	220,304		-	-	-	91,609	-	-	91,609	227,563	319,171
RESERVE FUNDS:											
PW Equipment	180,815		-	-	40,000	-	-	-	40,000	142,215	182,215
Governmental Reserve	183,497		-	-	-	-	-	-	-	188,097	188,097
Enterprise Reserve	224,799		-	-	-	-	-	-	-	225,499	225,499
TOTALS	\$ 17,992,115	\$ 2,279,800	\$ 4,249,288	\$ 2,040,700	\$ 729,151	\$ 93,000	\$ 685,000	\$ 10,076,939	\$ 17,139,040	\$ 27,215,979	

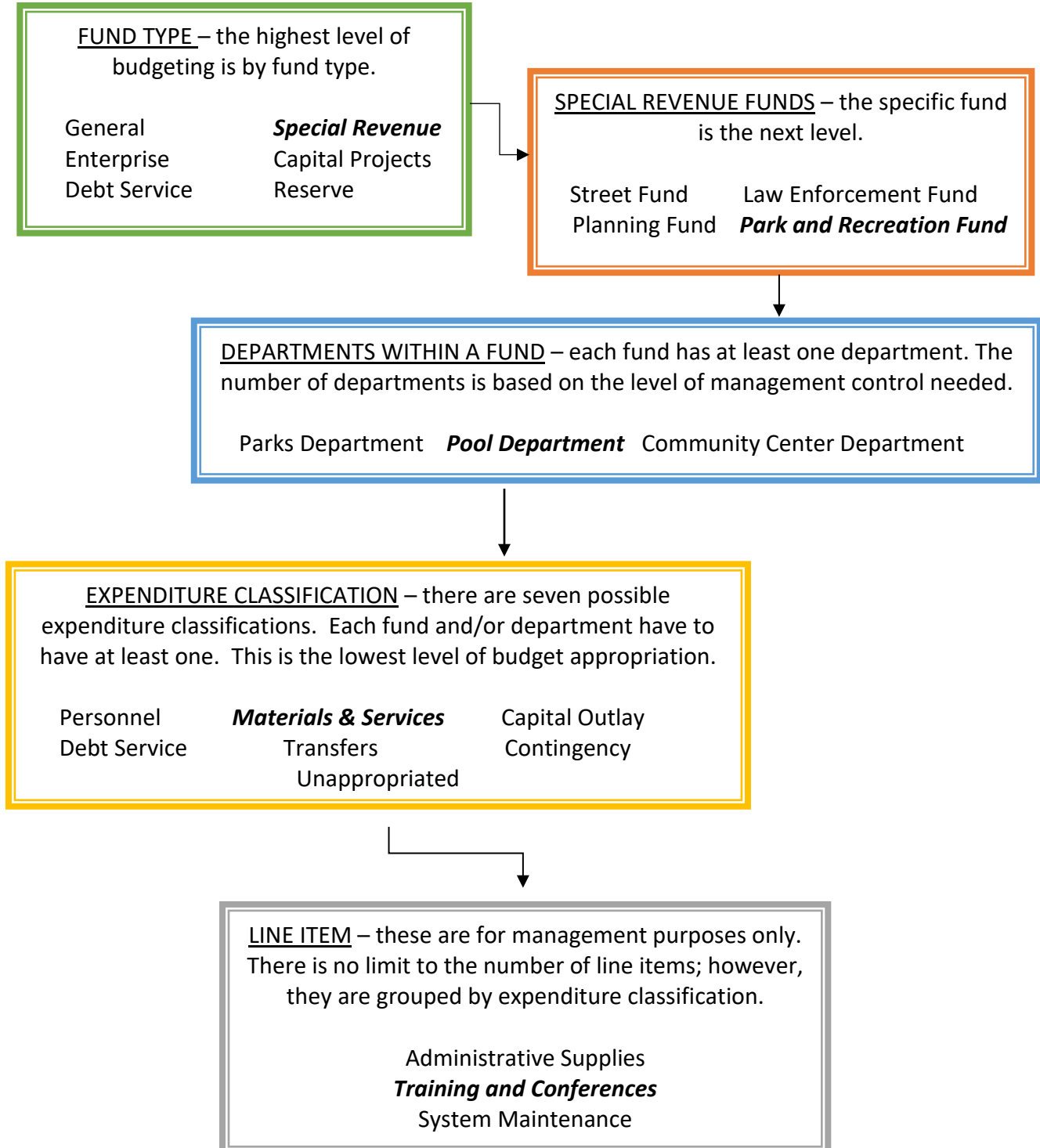
Percentage of Expenditures by Type Fiscal Year 2022-2023



Budget Structure of Expenditures

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 is the same and no changes have been made in position structure and responsibilities. Included in the budget are 23 temporary or seasonal positions that roughly equate to 4.70 FTE. This reflects one less employee than last year, but one cumulative equivalent FTE due to increased work hours from the current year's budget. The number of FTE per department are shown in the following graph.

The table below shows a comparison of the number of FTE per fiscal year as discussed above.

Summary of Positions			
POSITIONS BY DEPARTMENT	FY2022-23 Budgeted	FY2021-22 Budgeted	FY2020-21 Budgeted
ADMINISTRATION			
City Administrator	1	1	1
Management Analyst	1	1	1
City Recorder	1	1	1
Total FTE	3	3	3
FINANCE and ADMINISTRATIVE SERVICES			
Finance and Administrative Services Director	1	1	1
Office Support Specialist III	2	1	1
Office Support Specialist II	1	1	1
Total FTE	4	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
HR/RM Generalist & Event/Pool Mgr	0	1	1
Utility Worker I	4	4	4
Utility Worker II	1	1	1
Temporary Positions:			
Pool Manager	0.38	0	0
Senior Guard	0.92	0.31	0.31
Head Guards	0.92	0.46	0.46
Lifeguards	1.85	2.31	2.31
Aerobics Instructors	0.05	0.05	0.05
Seasonal Grounds Laborer	0.42	0.42	0.42
Recreation and Events Coordinator	0.15	0.15	0.15
Total FTE	11.70	11.70	11.70
Total FTE of All Positions	21.7	20.7	20.7

Total wages and benefits are expected to be about \$346,000 more than last year's budget. This equates to a 18% overall increase. The increase is driven by three program elements: A new Office Support Specialist II position (accounting technician focus); a 4.94% cost-of-living adjustment; a \$2,500 one-time pandemic service bonus to all full-time, regular employees as of July 1, 2022; and a new longevity program for employees with 10+ years of service. The individual components are discussed below.

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.

The City Council adopted a new Longevity Policy that progressively awards 5-year increments of service 10 years and beyond, starting at a rate of 2.5% of salary and increasing 0.5% at each 5-year increment. The City Council elected to retroactively apply it to employees who have served more than ten years as of July 1, 2022.

The City Council also elected to award a one-time \$2,500 pandemic service bonus to the City's 13 full-time regular employees (as of July 1, 2022). City employees maintained full-service availability during the pandemic with no workplace COVID exposures.

Benefits:

Premium rates for medical insurance are not expected to increase more than 2% for the upcoming plan year (January 1, 2023).

Vision and Dental insurance rates are not expected to change. 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 90% 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. For 2023, the pure rates will likely see a reduction due to a new partnership between insurance providers CIS and SAIF.

Life insurance premium is calculated based on the age of each covered employee. The rates for each age grouping is not expected to change from the 2023 rates. The Long-Term Disability insurance premium is lower at \$0.155 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 remain 24.32% for Tier 1/Tier 2 members and 18.54% for OPSRP until July 1, 2023. 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.

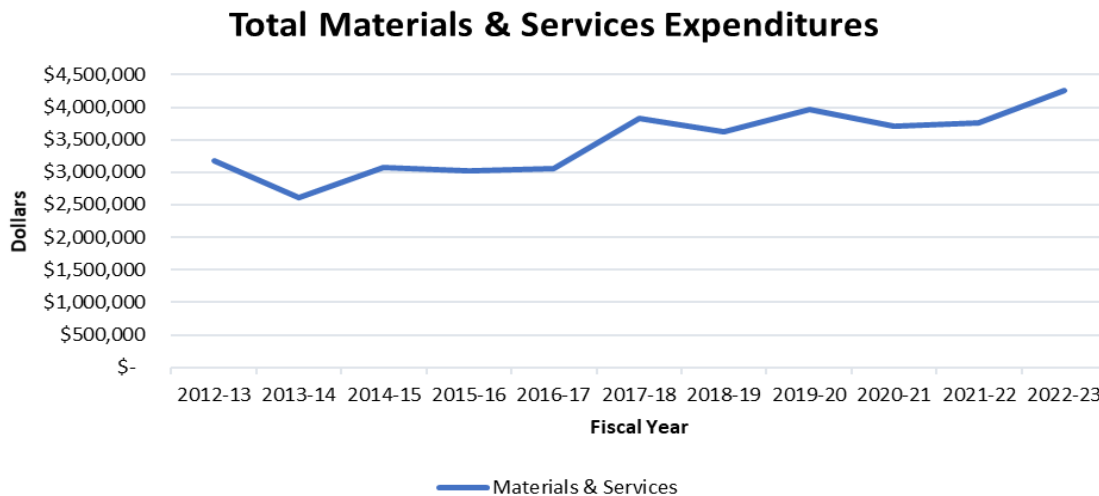
Change of Position Allocations			
	FY 2022-23	FY 2021-22	Change
Admin/ Finance	3.14	3.27	-0.13
Economic Development	0.58	0.58	0.00
Court	0.52	0.49	0.04
Code Enforcement	0.52	0.51	0.01
Public Safety	0.35	0.35	0.00
Parks	2.03	2.11	-0.08
Pool	1.11	1.12	-0.01
Planning	1.47	1.49	-0.02
Streets	1.92	1.92	0.00
Storm	0.42	0.42	0.00
Building	0.30	0.29	0.01
Water	3.31	3.11	0.21
Sewer	3.74	3.54	0.21
Zumwalt	<u>0.38</u>	<u>0.38</u>	<u>0.00</u>
TOTAL	19.78	19.55	0.23

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 in the upcoming year primarily due to a significant street crack seal and slurry project. 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. See the schedule entitled “Listing of Potential Asset Purchases”, also in the Appendix D, for details.

Historical Materials and Services by Operating Fund Fiscal Year 2012-13 through Fiscal Year 2022-23 (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 purchases and 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 0.57% of the City of Veneta's taxing jurisdiction 2021 Real Market Value of \$686,439,839.

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 \$93,000 in City intra-fund transfers and \$1,015,000 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, 2020-2023

FUNDS BY TYPE	ENDING FUND BALANCE							Estimated Change in Ending Fund Budget from 2022 to 2023	
	FY 2019-20		FY 2020-21		FY 2021-22		FY 2022-23		
	Adopted	Actual	Adopted	Actual	Adopted	Actual	Adopted	Dollar	Percentage
GENERAL FUND:									
General Fund	1,202,795	1,492,797	898,178	1,371,825	753,725	2,166,277	2,388,102	221,825	10%
SPECIAL REVENUE FUNDS:									
Law Enforcement	136,923	238,463	222,190	159,219	274,722	351,782	424,803	73,021	21%
Parks & Recreation	284,054	588,798	196,667	508,802	1,269,528	630,821	334,736	(296,085)	-47%
Planning	183,776	257,721	142,020	183,785	286,014	244,251	207,149	(37,102)	-15%
Streets	1,274,451	1,669,092	1,045,575	538,631	1,645,689	2,868,540	1,987,540	(881,000)	-31%
Stormwater	163,329	212,860	192,014	222,581	223,694	285,971	268,571	(17,400)	-6%
Building Inspection Program	12,565	18,711	61,797	24,143	6,082	23,137	20,437	(2,700)	-12%
Governmental SDC	1,000,378	1,258,674	574,082	1,496,836	149,531	1,065,685	1,275,785	210,100	20%
Grant	-	-	-	-	-	-	-	-	-
Zumwalt	120,798	148,144	143,773	149,948	134,405	143,816	96,416	(47,400)	-33%
Business Assistance	93,274	160,836	83,020	160,675	105,923	165,708	104,458	(61,250)	-37%
Local Improvement	396,864	320,413	306,845	320,809	298,637	295,892	288,831	(7,061)	-2%
ENTERPRISE FUNDS:									
Water	2,033,780	3,033,233	1,848,139	3,191,366	2,654,921	3,561,618	3,239,540	(322,078)	-9%
Sewer	1,340,425	2,607,018	1,666,295	2,603,429	2,898,380	4,304,300	4,748,200	443,900	10%
Water SDC	9,398	54,423	94,403	126,316	98,885	262,162	224,884	(37,278)	-14%
Sewer SDC	298,675	768,071	238,629	1,709,112	595,300	812,743	746,218	(66,525)	-8%
CAPITAL PROJECT FUNDS:									
Capital Project - Pool	4,484	69,893	2,259	-	-	-	-	-	-
Capital Project -W Broadway	54,157	60,991	49,395	-	-	-	-	-	-
DEBT SERVICE FUND:									
Debt Service	139,817	153,489	146,371	155,586	146,181	220,304	227,563	7,259	3%
RESERVE FUNDS:									
PW Equipment	205,926	211,873	193,363	205,348	173,538	180,815	142,215	(38,600)	-21%
Governmental Reserve	644,759	653,366	518,152	655,233	189,826	183,497	188,097	4,600	3%
Enterprise Reserve	187,040	217,819	228,669	191,289	228,091	224,799	225,499	700	0%
CITYWIDE TOTALS	\$ 9,787,668	\$ 14,196,685	\$ 8,851,836	\$ 13,974,933	\$ 12,133,072	\$ 17,992,115	\$ 17,139,040	(853,074)	-5%

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: An increase of \$221,825 is a reflection of a higher beginning fund balance resulting from economic development incentives and wildfire preparedness expenses not incurred.

Law Enforcement Fund: An increase of \$73,021 is primarily attributable to the addition of a Public Safety Fee to help sustain the fund balance and cover the expenditure of the City's Lane County Sheriff's Department Contract.

Park and Recreation Fund: The \$296,085 decrease is primarily attributable to large park related projects and the decrease in revenue from state marijuana sales tax.

Planning Fund: The increase of about \$37,102 can be explained by desire to start the design phases of long term projects that have a planning component. There are also several planning projects required for continued compliance.

Street Fund: A decrease of \$881,000 is expected due to \$1,062,000 street crack seal and slurry project being completed for streets targeted for maintenance over several fiscal years.

Building Inspection Program Fund: The decrease of \$2,700 is due to the increase in expenditures related to contract building and electrical permit services.

Capital Construction-Governmental Fund: An increase of \$210,100 is attributable to the accrual of System Development Charges for streets and parks resulting from residential development.

Zumwalt Campground Fund: A decrease of \$47,400 reflects higher post-pandemic costs.

Business Assistance Fund: The decrease of \$61,200 is expected as a result of a more robust business incentives program.

Water SDC Fund: A decrease of \$37,278 reflects that water bond debt is being equally split between this fund and the Water Fund.

PW Equipment Fund: The expected \$38,600 decrease is a reflection of only allocating funds from the contributing Water, Sewer, Streets, and Parks Funds when equipment is scheduled to be purchased. The current fund balance is adequate for planned purchases in the budget year.

Section 7



Fund Narratives

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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 2022 Budget: \$2,296,850

Fiscal Year 2023 Budget: \$4,316,002

2022 Full-Time Equivalents (FTE): 7.0

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
- Code Enforcement
Nuisances, animal control, and other city code violations

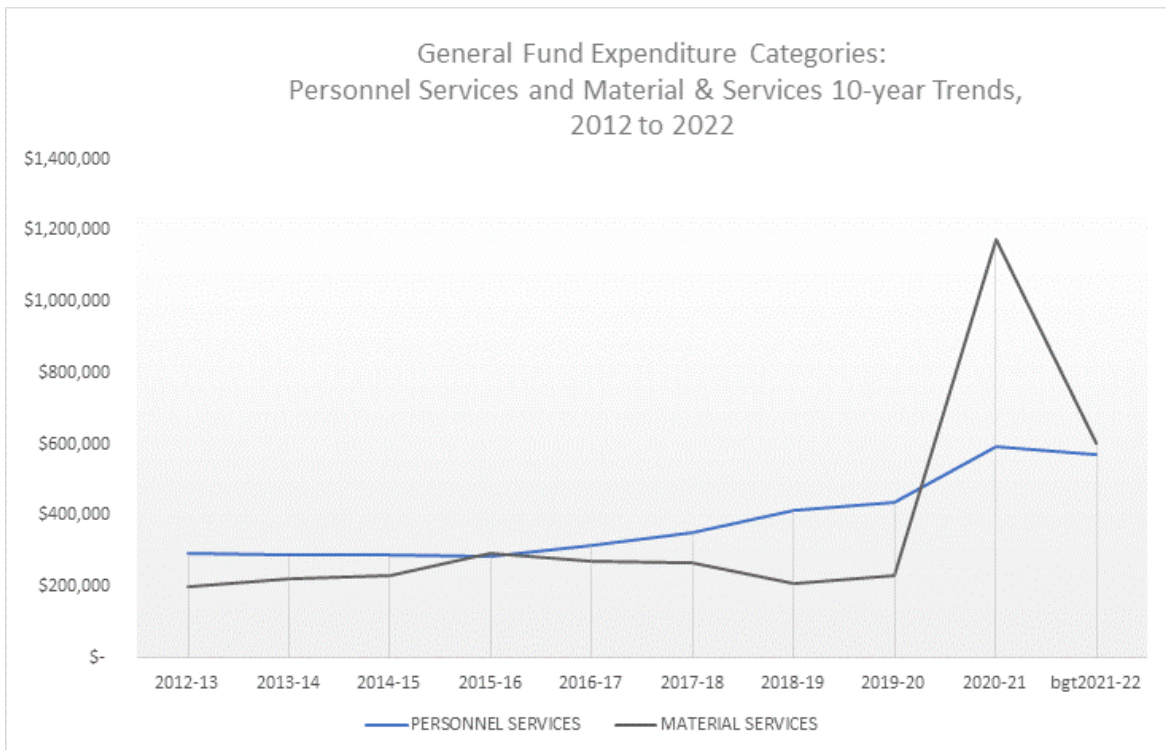
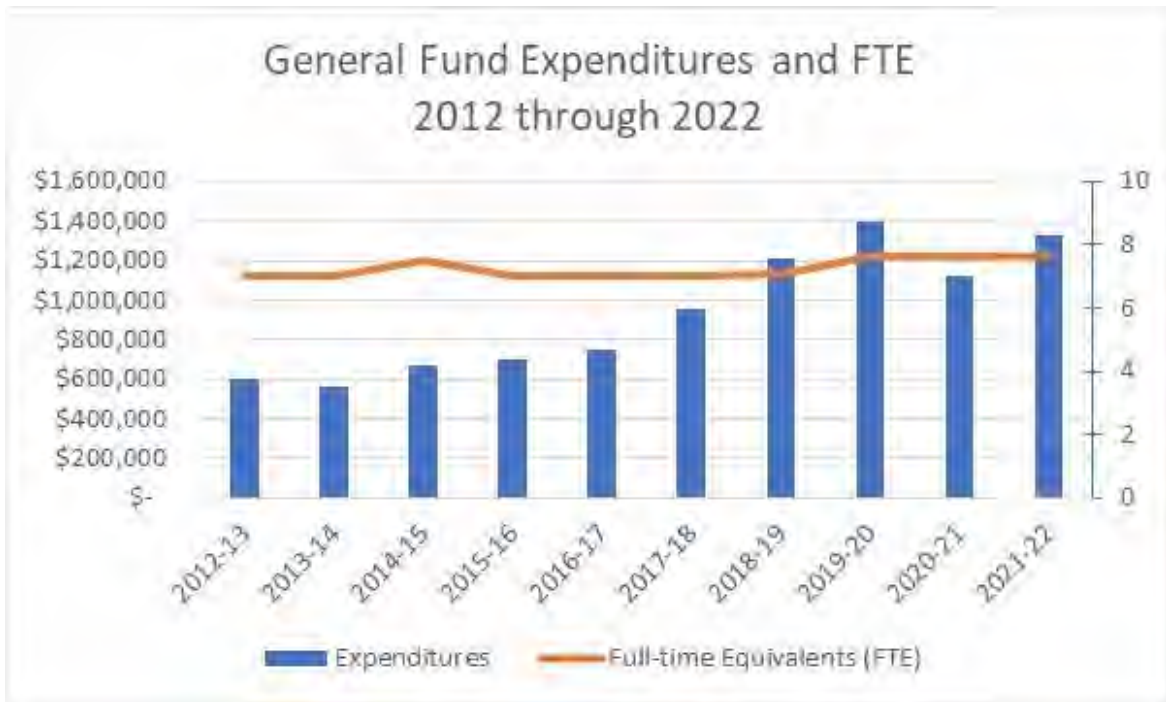
2022 Key Initiatives

- See separate department /office detail pages that follow

General Fund Expenditures

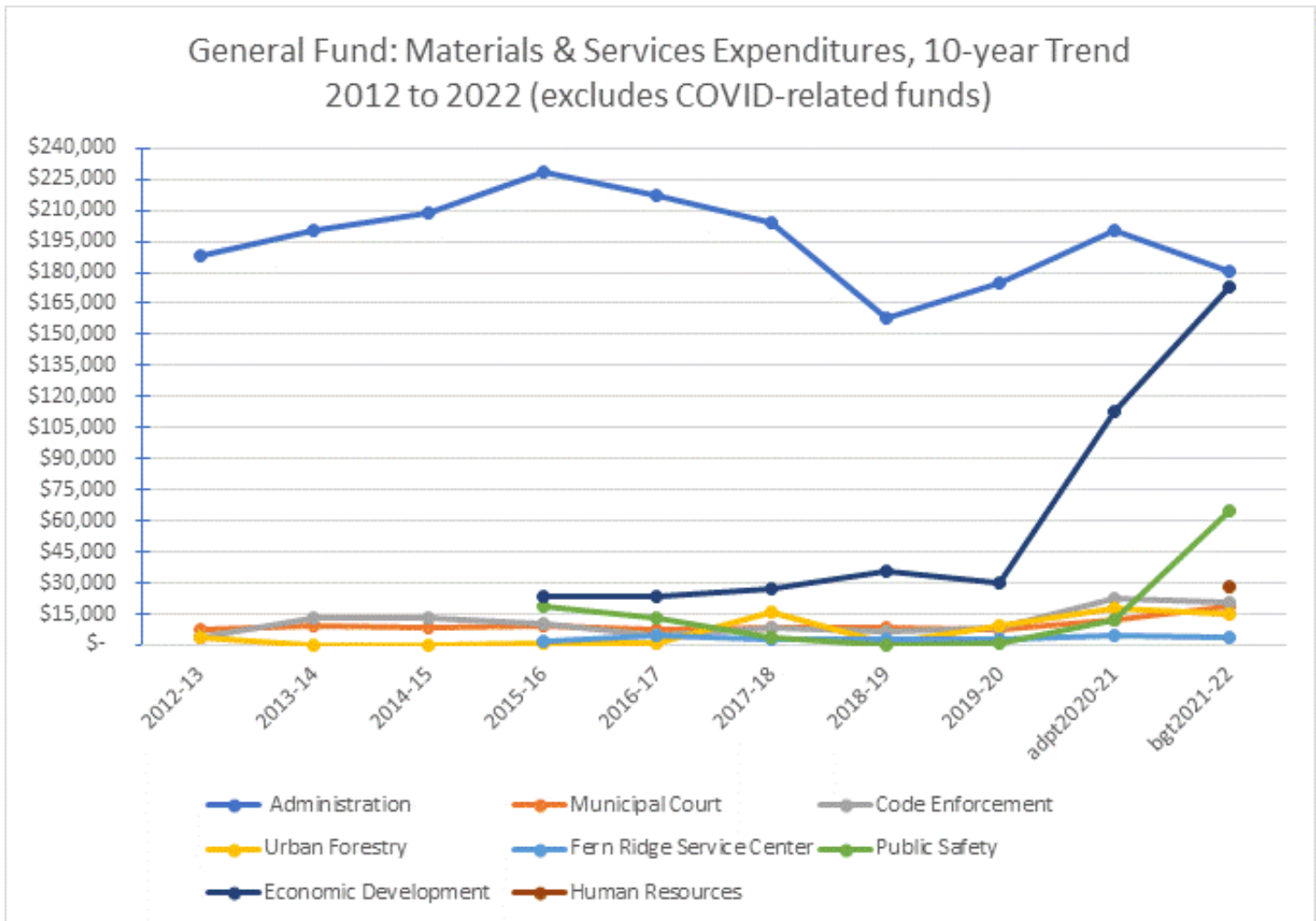


General Fund



The General Fund Materials & Services category's recent budget trend spike (Gray line) reflects the City budgeting for COVID-19 Aid, Relief, and Economic Security (CARES) Act and American Rescue Plan Act (ARPA) funds over the last two years. A final ARPA payment is budgeted for Fiscal Year 2022-2023. The Personnel Services budget trend (Blue line) reflects both advancing workforce experience and inflationary factors affecting wages and benefits.

General Fund



- Over the last ten years, the City's General Fund Materials & Services expenditures changed to meet policy-driven programming needs
- For example, in 2015 the City adopted a 5-Year Economic Development Strategy and established an Economic Development department funded to pursue that strategy with incentives, an internship, and programming (Black line). In 2018 Administration expenditures dropped (top Blue line) because building and electrical inspection services were charged to a new Building Inspection Program Fund after the City joined with Cottage Grove and Creswell to share those services. (and now Coburg)
- Last year the City funded wildfire hazard mitigation in the Public Safety Department as a response to the area's devastating wildfires (Green line). The City also established a separate Human Resources Department to support employee development (Brown data dot)
- Starting in 2014, Code Enforcement (Gray trend-line) added a feral cat spay/neuter program and started contracting for animal sheltering services
- The Proposed 2022-23 Budget consolidates the Municipal Court function into Administration, and eliminates the Human Resources function in favor of distributing those expenditures by personnel cost allocation

General Fund

Resources and Requirements

GENERAL FUND						
2020 Actual	2021 Actual	2022 Adopted	Description RESOURCES	2023 Requested	2023 Approved	2023 Adopted
1,492,797	1,505,843	813,750	BEGINNING FUND BALANCE	2,562,166	2,166,277	2,166,277
4,761	5,199	5,900	Property Taxes-Prior Years	5,900	5,900	5,900
660	689	550	Interest on Property Taxes	500	500	500
2,841	2,923	2,600	Payments in Lieu of Taxes	2,700	2,700	2,700
81,912	101,822	95,000	Emerald PUD Franchise Fees	89,000	89,000	89,000
25,989	-	25,000	Lane Electric Franchise Fees	26,200	26,200	26,200
6,161	4,600	4,500	Telephone Co. Franchise Fees	3,600	3,600	3,600
16,697	8,547	15,000	Cable Co. Franchise Fees	15,000	15,000	15,000
13,533	10,507	13,000	Garbage Co. Franchise Fees	14,500	14,500	14,500
85,126	50,662	97,000	State Liquor Tax	92,100	92,100	92,100
5,239	4,626	5,400	State Cigarette Tax	3,700	3,700	3,700
75	-	-	Electrical Permit Fees	-	-	-
19,891	9,420	6,500	SDC Administrative Fees	24,900	24,900	24,900
499	202	250	FRSD #28J Excise Admin Fees	200	200	200
6,600	5,260	5,500	Lien Search Fees	5,900	5,900	5,900
31,660	11,818	11,500	Interest Income	9,800	9,800	9,800
43,229	294,944	42,000	Land Lease	37,700	37,700	37,700
-	48	-	From Grant Fund	-	-	-
2,000	-	-	From Zumwalt Campground Fund	2,000	2,000	2,000
1,000	1,000	1,000	From Business Assistance Grant Fund	1,000	1,000	1,000
50,771	188,361	714,500	Grant Awards - ARPA	1,023,329	1,023,329	1,023,329
4,226	87	30,000	From URA Staff & Other Reimb	-	-	-
10,000	-	10,000	URA Administrative Agreement	5,000	5,000	5,000
8,262	8,614	6,000	Municipal Court Fines	2,400	2,400	2,400
650	300	600	Tree Felling Permits/Fines	1,800	1,800	1,800
138	149	-	Ordinance Enf. Reimbursements	-	-	-
1,712	1,949	2,600	Animal Control Fees/Licenses	2,000	2,000	2,000
2,573	2,646	2,200	Business Registrations	2,300	2,300	2,300
850	575	300	Regulatory Business Permits	500	500	500
1,249	1,866	1,600	Transient Room Tax	1,600	1,600	1,600
20,350	12,325	10,000	Grant-Lane Co Tourism (RMTP)	11,000	11,000	11,000
-	-	70,000	From Urban Renewal Agency	320,000	320,000	320,000
15,385	5,271	4,500	Miscellaneous Sources - CDBG	85,700	85,700	85,700
-	-	-	Business OR Grants	25,000	25,000	25,000
1,956,835	2,240,252	1,996,750	Total Resources, except taxes to be levied	4,377,494	3,981,606	3,981,606
		300,100	Taxes estimated to be received	334,396	334,396	334,396
279,722	292,282		Taxes collected in year levied			
2,236,557	2,532,534	2,296,850	TOTAL RESOURCES	4,711,890	4,316,002	4,316,002

General Fund

Resources and Requirements

GENERAL FUND						
2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
EXPENDITURES						
Admin Personnel Services						
209,814	227,337	232,850	Wages	248,900	248,900	248,900
13,363	11,266	22,500	Unemployment Reimbursement	-	-	-
22,470	22,915	17,700	W/C and FICA Benefits	19,100	19,100	19,100
48,161	47,203	50,850	Health/Life Insurance	50,300	50,300	50,300
50,238	49,754	52,850	PERS	64,300	64,300	64,300
344,046	358,475	376,750	Admin Personnel Services Total	382,600	382,600	382,600
3.27	3.33	3.27	TOTAL FULL-TIME EQUIVALENT (FTE)	3.14	3.14	3.14
Admin Materials & Services						
12,653	15,430	18,200	Admin Supplies & Services	48,000	23,200	23,200
531	-	-	Postage	-	-	-
3,379	2,741	3,500	Professional Dues	3,400	3,400	3,400
580	3,670	500	Publishing	1,700	1,700	1,700
7,001	6,823	7,700	Telephone Services	7,400	7,400	7,400
3,805	5,710	6,500	Electricity	5,500	5,500	5,500
3,004	3,583	4,500	Water/Sewer Fees	3,900	3,900	3,900
7,531	11,344	15,000	Building Maint/Janitorial Sup	14,800	14,800	14,800
49	204	400	Safety Program and Supplies	300	300	300
502	-	-	Office Machine Leases	-	-	-
1,107	-	-	Office Machine Maintenance	-	-	-
2,218	1,874	-	Training & Conferences	1,500	1,500	1,500
1,229	311	500	Mileage, Lodging & Other Travel	800	800	800
3,842	4,849	4,000	Miscellaneous/Discretionary	4,400	4,400	4,400
900	60	150	Training & Travel-Officials	1,300	1,300	1,300
11,981	8,608	2,500	Public Relations	69,100	69,100	69,100
2,623	502	-	Recognition	-	-	-
480	353	-	Wellness Program	-	-	-
1,599	-	-	Welcome Sign Maintenance	-	-	-
125	15	100	Refunds	100	100	100
-	-	500	Penalties/Interest	200	200	200
4,430	1,812	1,500	Office Equipment & Furnishings	2,700	2,700	2,700
21,797	25,307	20,000	Attorney & Legal Services	29,700	27,400	27,400
9,150	11,110	13,000	General Property/Liability/Volunteer W/C	11,500	11,500	11,500
694	694	900	Employee Bond Insurance	800	800	800
3,132	3,180	1,000	Audit & Filing Fees	3,300	3,300	3,300
16,989	7,166	15,000	Computer System Support-Maint	13,700	13,500	13,500
2,150	1,792	1,400	Internet & Web Site Fees	1,900	1,900	1,900
6,289	-	-	Janitorial Services Contract	2,200	2,200	2,200
20,461	-	15,000	Low Income Housing Assistance	12,200	12,200	12,200
20,350	12,325	16,000	Tourism Support/Projects	16,800	16,800	16,800
2,913	-	10,000	Engineering Fees	4,500	4,500	4,500
-	-	1,250	Long Tom Watershed Council	-	-	-
-	-	1,000	Applegate Museum Activities	-	-	-
-	125,461	-	CARES COVID-19 Related	-	-	-
-	708	100,000	ARPA Related-COVID 19	-	-	-
-	-	15,000	Urban Forest Program	15,000	15,000	15,000
-	1,338	3,500	Fern Ridge Service Center	1,700	1,700	1,700
6,325	3,524	1,000	Other Professional Services	3,800	3,800	3,800
150	673	500	Equip & Vehicle Maintenance & Repairs	500	-	500
179,968	261,167	280,100	Admin Materials & Services Total	282,200	254,900	255,400
Admin Capital Outlay						
17,130	168	35,000	System Expansion	130,000	130,000	130,000
-	1,000	10,000	Equipment & Furnishings	3,800	3,800	3,800
60	-	-	Equipment	100	100	100
17,190	1,168	45,000	Admin Capital Outlay Total	133,900	133,900	133,900

General Fund

Resources and Requirements

Actual	Actual	Adopted	Description	Requested	Approved	Adopted
			EXPENDITURES			
			HR Materials & Services			
-	-	500	Admin Supplies and Services	600	600	600
-	-	1,000	Recruitment	20,000	20,000	20,000
-	-	25,000	Emp. Masters Incentive Program	-	-	-
-	-	900	Employee Wellness Program	1,000	1,000	1,000
-	-	1,000	Employee Recognition	2,000	2,000	2,000
-	-	28,400	HR Materials & Services Total	23,600	23,600	23,600
			Court Personnel Services			
36,437	29,159	31,150	Wages	36,400	36,400	36,400
3,837	2,589	2,650	W/C and FICA Benefits	3,200	3,200	3,200
8,283	7,601	7,600	Health/Life Insurance	8,400	8,400	8,400
9,959	7,141	7,900	PERS	10,800	10,800	10,800
58,516	46,490	49,300	Court Personnel Services Total	58,800	58,800	58,800
0.49	0.49	0.49	TOTAL FULL-TIME EQUIVALENT (FTE)	0.52	0.52	0.52
			Court Materials & Services			
-	533	400	Admin Supplies & Services	400	400	400
80	299	1,000	Professional Dues	500	500	500
-	563	500	Building Maint/Janitorial Sup	400	400	400
123	-	-	Office Machine Leases	100	100	100
259	156	-	Training & Conferences	200	200	200
75	27	250	Mileage, Lodging & Other Travel	200	200	200
-	-	150	Public Relations	100	100	100
-	-	350	Refunds	200	200	200
-	-	50	Restitution - Court Ordered	100	100	100
-	-	50	Witness Fees	100	100	100
117	-	-	Municipal Court Supplies	100	100	100
-	-	1,000	Attorney & Legal Services	400	400	400
-	1,575	3,000	General Property/Liability/Volunteer W/C	1,600	1,600	1,600
-	-	450	Audit & Filing Fees	200	200	200
2,057	3,161	6,050	Computer System Support-Maint	3,900	3,900	3,900
123	246	400	Internet & Web Site Fees	300	300	300
4,452	4,452	5,100	Judicial Services	4,700	4,700	4,700
7,286	11,013	18,750	Court Materials & Services Total	13,500	13,500	13,500
			Code Enf Personnel Services			
22,047	30,868	31,150	Wages	38,500	38,500	38,500
1,931	2,882	2,750	W/C and FICA Benefits	3,200	3,200	3,200
5,345	8,171	7,900	Health/Life Insurance	8,400	8,400	8,400
5,955	7,716	8,200	PERS	10,800	10,800	10,800
35,278	49,637	50,000	Code Enf Personnel Services Total	60,900	60,900	60,900
0.51	0.5	0.51	TOTAL FULL-TIME EQUIVALENT (FTE)	0.52	0.52	0.52
			Code Enf Materials & Services			
-	820	800	Admin Supplies & Services	600	600	600
-	388	1,000	Professional Dues	500	500	500
-	577	-	Building Maint/Janitorial Sup	200	200	200
164	-	300	Office Machine Leases	200	200	200
86	151	-	Training & Conferences	200	200	200
-	-	100	Mileage, Lodging & Other Travel	100	100	100
-	-	100	Public Relations	100	100	100
624	-	-	Animal Control: Supplies/Admin	300	300	300
-	-	200	Animal Control: Voucher Program	200	200	200
5,492	4,213	6,500	Animal Control: Feral Program	5,600	5,600	5,600
-	499	1,000	Attorney & Legal Services	600	600	600
-	1,634	3,000	General Property/Liability/Volunteer W/C	1,600	1,600	1,600
-	-	500	Audit & Filing Fees	200	200	200
185	1,611	3,000	Computer System Support-Maint	1,700	1,700	1,700
111	255	400	Internet & Web Site Fees	300	300	300
425	(277)	2,500	Ordinance Enforcement Services	100	100	100
1,685	878	1,500	Animal Control Contract	1,400	1,400	1,400
8,773	10,749	20,900	Code Enf Materials & Services Total	13,900	13,900	13,900

General Fund

Resources and Requirements

GENERAL FUND						
2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
EXPENDITURES						
Urban Forestry Materials & Services						
9,383	-	-	Urban Forestry Activities	-	-	-
9,383	-	-	Urban Forestry Materials & Services Total	-	-	-
Fern Ridge Serv Ctr Materials & Services						
2,538	-	-	Water/Sewer Fees	-	-	-
30	-	-	Building Maint & Janitorial	79,750	-	-
2,568	-	-	Fern Ridge Serv Ctr Materials & Services Total	79,750	-	-
Fern Ridge Serv Ctr Capital Outlay						
-	-	-	System Improvements	79,800	79,800	79,800
-	-	-	Fern Ridge Serv Ctr Capital Outlay Total	79,800	79,800	79,800
Public Safety Personnel Services						
12,334	25,316	21,450	Wages	24,500	24,500	24,500
1,210	2,764	1,850	W/C and FICA Benefits	2,100	2,100	2,100
2,422	3,623	5,350	Health/Life Insurance	5,500	5,500	5,500
2,936	4,235	5,550	PERS	7,100	7,100	7,100
18,902	35,937	34,200	Public Safety Personnel Services Total	39,200	39,200	39,200
0.35	0.35	0.35	TOTAL FULL-TIME EQUIVALENT (FTE)	0.35	0.35	0.35
Public Safety Materials & Services						
900	1,266	3,500	Admin Supplies & Services	4,000	4,000	4,000
-	247	500	Professional Dues	300	300	300
-	389	400	Building Maint/Janitorial Sup	300	300	300
-	99	-	Training & Conferences	100	100	100
-	-	200	Mileage, Lodging & Other Travel	100	100	100
-	-	150	Miscellaneous/Discretionary	100	100	100
-	10	250	Public Relations	1,200	1,200	1,200
-	1,109	2,000	General Property/Liability/Volunteer W/C	1,100	1,100	1,100
-	-	350	Audit & Filing Fees	200	200	200
-	1,022	2,000	Computer System Support-Maint	1,100	1,100	1,100
-	247	400	Internet & Web Site Fees	300	300	300
-	-	50,000	Wildfire Preparedness	50,000	50,000	50,000
-	212	5,000	Other Professional Services	1,800	1,800	1,800
900	4,601	64,750	Public Safety Materials & Services Total	60,600	60,600	60,600

General Fund

Resources and Requirements

GENERAL FUND						
2020 Actual	2021 Actual	2022 Adopted	Description EXPENDITURES	2023 Requested	2023 Approved	2023 Adopted
Econ Dev Personnel Services						
319	30,499	38,500	Wages	46,200	46,200	46,200
25	2,993	3,150	W/C and FICA Benefits	3,600	3,600	3,600
-	3,934	8,900	Health/Life Insurance	9,300	9,300	9,300
-	5,292	9,350	PERS	11,900	11,900	11,900
343	42,718	59,900	Econ Dev Personnel Services Total	71,000	71,000	71,000
<i>0.58</i>	<i>0.51</i>	<i>0.58</i>	<i>TOTAL FULL-TIME EQUIVALENT (FTE)</i>	<i>0.58</i>	<i>0.58</i>	<i>0.58</i>
Econ Dev Materials & Services						
12,251	7,155	12,700	Admin Supplies & Services	11,100	11,100	11,100
-	313	500	Professional Dues	800	600	600
678	2,435	3,100	Building Maint/Janitorial Sup	2,200	2,200	2,200
-	165	-	Training & Conferences	1,100	1,100	1,100
-	-	1,000	Mileage, Lodging & Other Travel	1,100	1,100	1,100
10	528	1,000	Miscellaneous	1,100	1,100	1,100
-	71	250	Public Relations	200	200	200
-	12,378	10,000	Pop Up Retail	10,000	10,000	10,000
-	1,634	3,000	General Property/Liability/Volunteer W/C	1,600	1,600	1,600
-	-	600	Audit & Filing Fees	300	300	300
-	1,608	4,000	Computer System Support-Maint	2,000	2,000	2,000
-	255	250	Internet & Web Site Fees	200	200	200
-	25,389	70,000	Economic Incentives	70,000	70,000	70,000
9,625	23,500	25,000	Intern Program	25,000	25,000	25,000
-	12,985	20,000	Other Professional Services	13,200	13,200	13,200
-	-	21,350	Grant Matching	25,000	25,000	25,000
22,563	88,414	172,750	Econ Dev Materials & Services Total	164,900	164,700	164,700
Econ Dev Capital Outlay						
System Expansion - Broadband Utility - ARPA				350,000	350,000	350,000
Econ Dev Capital Outlay Total				350,000	350,000	350,000
Interfund Transfers						
25,000	55,000	55,000	To Building Inspection Fund	60,000	60,000	60,000
25,000	55,000	55,000	Interfund Transfers Total	60,000	60,000	60,000
-	-	75,000	Operating Contingency	170,000	160,000	160,000
<i>5.20</i>	<i>5.18</i>	<i>5.20</i>	<i>TOTAL FULL-TIME EQUIVALENT (FTE)</i>	<i>5.11</i>	<i>5.11</i>	<i>5.11</i>
730,715	965,367	1,330,800	TOTAL EXPENDITURES	1,964,850	1,927,400	1,927,900
1,505,843	1,567,167		ENDING FUND BALANCE			
		966,050	ESTIMATED ENDING FUND BALANCE	2,747,040	2,388,602	2,388,102
2,236,557	2,532,534	2,296,850	TOTAL REQUIREMENTS	4,711,890	4,316,002	4,316,002

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

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
- Refreshing VenetaWorks.org as the City's economic development internet presence
- Entering a private-public partnership with Douglas FastNet to develop broadband infrastructure

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 a well-attended National Night Out community gathering event on Tuesday, August 3, 2021 that won an award from the National Night Out organization in the "Areas with Less Than 5,000 Population" category
- 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

General Fund - Code Enforcement

Mission

Code Enforcement's mission is to enhance Veneta's livability by protecting the health, safety, and environment of the City's residents and visitors, by assuring compliance with the City's land use, environmental, and construction codes. The City will assure code compliance both by encouraging voluntary compliance and by following progressive steps, including legal action for code violators.

Overview

The Code Enforcement Officer reports to the Community Development Director. Starting in 2018, personnel expenditures are charged to Code Enforcement. A code violation investigation may be initiated by a written complaint or by City staff observing a code violation while conducting City business.

The City Council prioritizes code enforcement activities in the following descending order:

1. Violations that present an imminent threat to public health and safety or the environment
2. Violations affecting storm drainage, wetlands and/or adjacent areas
3. Building code violations consisting of non-permitted construction or failure to obtain permits for construction
4. Building, Planning, Engineering and Environmental Health permit violations including failure to obtain required permits or failure to meet conditions and requirements of permits
5. Land Use and Zoning violations
6. Multiple complaints received on the same property

Enforcement levels in progressive order are:

1. Obtaining voluntary compliance
2. Citation and prosecution of infractions in Municipal Court
3. Physical abatement by City employees or agents
4. Stop work order (when applicable)
5. Permit revocation (when applicable) and withholding additional permits

Long-term Objectives

- "The intent [of Veneta's Code enforcement Policy] is to allow the level of enforcement that best fits the type and circumstances of the code violation(s) within clear and objective criteria, consistent with the established priorities, and maximize available resources." Veneta Code Enforcement Policy, Resolution No. 992 (Feb. 9, 2009)

Recent Accomplishments

- In 2021, the City's feral/stray cat program spayed/neutered 10 cats (down nearly 75% from 2019) and received 17 complaints about boats, RVs, or cars improperly parked/stored (down nearly 40% from 2019)
- Conducted a City Council work session on October 25, 2021 to review the City's Code Enforcement Policy (Res. No. 994) with Council direction to review violation fine levels, and study non-reported violations that negatively impact livability to evaluate the need and cost for an appropriate level of code enforcement officer staffing to address code violations not being reported or enforced

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 City a public safety fee and property taxes.

2022 Approved Budget: \$1,304,700

2023 Proposed Budget: \$1,402,841

2022 LCSO Contract Full-Time Equivalents (FTE): 4.0 Deputies; 0.5 Sergeant

2022 Key Initiatives

- From May 2021 through September 2021 the City Council studied how to stabilize and sustain adequate funding for law enforcement services
- The City Council applied two policy goals:
 - 1) Achieve the City's 4-months + \$100,000 financial reserves target
 - 2) Allocate a maximum of 50% of City property tax funds to the Law Enforcement Fund
- Ordinance No. 562 adopted in July 2021 created a new monthly Public Safety Fee to supplement City property tax funds for police services and achieve the Council's two policy goals
- Resolution No. 1334 adopted in September 2021 set the Public Safety Fee at \$4.00/month, effective January 2022
- Increasing 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 Expenditures



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

- Participating in a successful National Night Out event, including a dunk tank to raise funds for a local family in need
- 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
- Conducting ride-a-longs with the City Code Enforcement Officer to survey community areas for potential code enforcement issues



Law Enforcement Fund

Resources and Requirements

LAW ENFORCEMENT FUND						
2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
RESOURCES						
238,463	279,697	243,650	BEGINNING FUND BALANCE	389,680	351,782	351,782
13,159	15,144	11,900	Property Taxes-Prior Years	14,200	14,200	14,200
1,834	1,966	1,000	Interest on Property Taxes	2,100	2,100	2,100
24,172	22,910	29,800	Communication License Fees	19,000	19,000	19,000
17,803	22,194	9,000	State Marijuana Tax	16,400	16,400	6,170
22,192	33,151	16,050	City Marijuana Tax	30,600	30,600	30,600
-	-	63,950	Public Safety Fee	85,200	85,200	85,200
5,552	2,223	2,500	Interest Income	3,800	3,800	3,800
10,000	10,000	10,000	From Zumwalt	10,000	10,000	10,000
333,174	387,285	387,850	Total Resources, except taxes to be levied	570,980	533,082	522,852
		916,850	Taxes estimated to be received	879,989	879,989	879,989
854,708	893,085		Taxes collected in year levied			
1,187,882	1,280,369	1,304,700	TOTAL RESOURCES	1,450,969	1,413,071	1,402,841
EXPENDITURES						
Materials & Services						
-	-	10,000	Admin Supplies & Services	8,500	8,500	8,500
-	-	-	Telephone	-	-	-
-	-	-	Electricity	-	-	-
29	372	150	Building Maint/Janitorial Sup	200	200	200
-	-	-	Public Relations	-	-	-
-	-	5,000	Office Equipment & Furnishings	7,500	7,500	7,500
258	-	-	Internet & Web Site Fees	100	100	100
907,898	937,879	921,450	Law Enforcement Contract	956,800	956,738	956,738
-	-	-	Other Professional Services	-	-	-
908,185	938,251	936,600	Materials & Services Total	973,100	973,038	973,038
-	-	500	Operating Contingency	5,000	5,000	5,000
908,185	938,251	937,100	TOTAL EXPENDITURES	978,100	978,038	978,038
279,697	342,119		ENDING FUND BALANCE			
		367,600	ESTIMATED ENDING FUND BALANCE	472,869	435,033	424,803
1,187,882	1,280,369	1,304,700	TOTAL REQUIREMENTS	1,450,969	1,413,071	1,402,841

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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.

2022 Approved Budget: \$952,300

2023 Proposed Budget: \$1,902,686

2022 Full-Time Equivalents (FTE): 4.1

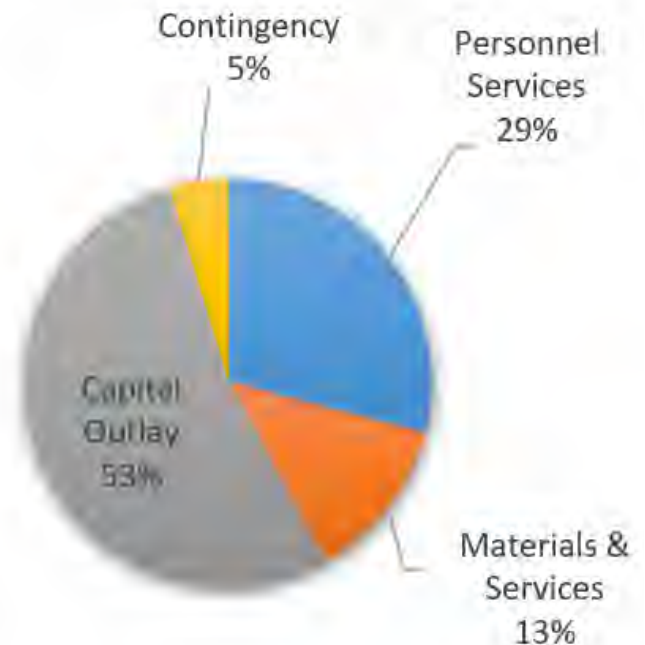
Department Divisions

- Parks Department
- Pool Department
- Community Center Department

2022 Key Initiatives

- Try to get Veneta Community Pool operations back to pre-pandemic levels
- Upgrade security at parks and Pool
- Install new restroom at City Park
- Build new dog park

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*
- *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

- Site and build a dog park in Veneta
- Update the Bolton Hill Sports Complex Master Plan and begin improvements
- Design for expansion and/or upgrade of Community Center

Recent Accomplishments

- Got Veneta Community Pool up and running after a year-long hiatus caused by the COVID-19 pandemic
- Improved process for Community Center rentals in face of COVID-19 protocols
- Continued maintenance of parks and recreational spaces

Parks and Recreation Fund

Resources and Requirements

PARK AND RECREATION FUND						
2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
			RESOURCES			
1,135,018	588,798	435,700	BEGINNING FUND BALANCE	546,360	630,821	630,821
3,670	4,300	3,700	Property Taxes-Prior Years	4,000	4,000	4,000
493	531	300	Interest on Property Taxes	300	300	300
55,692	92,871	37,200	State Revenue Sharing	41,600	41,600	41,600
17,803	22,194	7,500	State Marijuana Taxes	6,800	6,800	6,170
22,191	33,150	15,000	City Marijuana Tax	30,600	30,600	30,600
12,572	5,479	4,850	Interest Income	4,100	4,100	4,100
20,000	20,000	10,000	From Zumwalt Fund	20,000	20,000	20,000
5,000	-	125,000	Grant Awards	50,000	50,000	50,000
150,000	-	40,000	From Urban Renewal Agency	690,000	665,000	690,000
-	71,367	-	From Capital Projects - Pool Facilities	-	-	-
2,655	-	1,200	Community Center Rentals	1,800	1,800	1,800
36,942	14,173	4,500	Pool Use Fees	50,000	50,000	50,000
-	300	500	Park Program Donations	900	900	900
10	30	50	Park Board Fundraising	2,600	2,600	2,600
5	28	50	Miscellaneous Sources	200	200	200
1,462,051	853,220	685,550	Total Resources, except taxes to be levied	1,449,260	1,508,721	1,533,091
		266,750	Taxes estimated to be received	369,595	369,595	369,595
248,643	259,807		Taxes collected in year levied			
1,710,694	1,113,027	952,300	TOTAL RESOURCES	1,818,855	1,878,316	1,902,686

Parks and Recreation Fund

Resources and Requirements

PARK AND RECREATION FUND						
2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
EXPENDITURES						
Park Personnel Services						
79,956	92,219	85,900	Wages	129,300	129,300	129,300
7,475	9,088	10,750	W/C and FICA Benefits	11,400	11,400	11,400
20,727	23,526	26,700	Health/Life Insurance	26,300	26,300	26,300
18,888	21,028	28,250	PERS	34,600	34,600	34,600
127,046	145,861	151,600	Park Personnel Services Total	201,600	201,600	201,600
1.88	1.88	2.11	TOTAL FULL-TIME EQUIVALENT (FTE)	1.63	1.63	1.63
Park Materials & Services						
1,667	947	1,200	Admin Supplies & Services	1,200	1,200	1,200
55	-	-	Postage	-	-	-
682	1,275	2,000	Professional Dues	2,000	2,000	2,000
280	309	300	Publishing	300	300	300
531	1,538	1,800	Telephone Services	1,200	1,200	1,200
2,115	2,530	2,800	Electricity	3,000	3,000	3,000
-	1,489	1,000	Building Maint/Janitorial Supplies	4,400	4,400	4,400
273	224	400	Safety Program and Supplies	700	700	700
85	-	-	Office Machine Leases	-	-	-
198	490	-	Training & Conferences	600	600	600
151	55	200	Mileage, Lodging & Other Travel	200	200	200
-	-	100	Public Relations	-	-	-
565	-	-	Refunds	200	100	100
352	573	500	Office Equipment & Furniture	500	500	500
-	-	-	Computer Equipment	-	-	-
152	2,942	13,050	Tools & Small Equipment	2,000	2,000	2,000
-	-	650	Attorney & Legal Services	2,400	1,500	1,500
1,641	3,034	3,000	General Property/Liability/Volunteer W/C	3,300	3,300	3,300
1,513	1,440	500	Audit & Filing Fees	2,000	1,600	1,600
3,841	4,719	8,500	Computer System Support-Maint	3,600	3,200	3,200
137	546	900	Internet & Web Site Fees	500	400	400
-	1,132	15,000	Other Professional Services	2,000	2,000	2,000
1,249	3,298	3,000	Equip & Vehicle Maintenance & Repairs	3,000	3,000	3,000
-	10,415	25,000	Park Maintenance	33,500	33,500	33,500
372	-	-	Territorial Park Electricity	-	-	-
10,170	9,924	11,700	Water/Sewer	12,600	11,700	11,700
1,998	-	-	Equipment Repairs	-	-	-
22,455	-	-	Park Maintenance	-	-	-
342	-	-	Building Maintenance	-	-	-
-	-	-	Play Equipment Maintenance	-	-	-
1,017	985	800	Park Board Events & Activities	3,200	1,500	1,500
-	-	500	Park Board Use of Fundraising	100	100	100
51,840	47,864	92,900	Park Materials & Services Total	82,500	78,000	78,000
Park Capital Outlay						
59,277	120,814	60,000	Facilities Expansion	785,000	785,000	440,000
-	-	45,000	Equipment/Furniture	1,500	1,500	1,500
59,277	120,814	105,000	Park Capital Outlay Total	786,500	786,500	441,500

Parks and Recreation Fund

Resources and Requirements

PARK AND RECREATION FUND						
2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
EXPENDITURES						
Pool Personnel Services						
93,542	50,854	113,150	Wages	189,400	189,400	189,400
8,445	5,001	9,000	W/C and FICA Benefits	12,500	12,500	12,500
13,607	13,852	12,400	Health/Life Insurance	8,700	8,700	8,700
10,658	9,742	14,050	PERS	17,400	17,400	17,400
126,252	79,450	148,600	Pool Personnel Services Total	228,000	228,000	228,000
1.75	1.75	1.79	TOTAL FULL-TIME EQUIVALENT (FTE)	5.20	5.20	5.20
Pool Materials & Services						
2,332	2,221	2,500	Admin Supplies & Services	2,500	2,500	2,500
-	469	500	Professional Dues	500	500	500
128	256	250	Publishing	400	300	300
-	2,246	1,900	Building Maint/Janitorial Supplies	5,000	5,000	5,000
1,676	1,511	1,200	Safety Program and Supplies	1,500	1,500	1,500
294	973	-	Training & Conferences	1,000	1,000	1,000
297	27	350	Mileage, Lodging & Other Travel	100	100	100
-	-	150	Public Relations	150	150	150
-	-	300	Refunds	300	300	300
-	463	500	Office Equipment & Furniture	200	200	200
-	-	-	Computer Equipment	-	-	-
394	10,369	5,500	Tools & Small Equipment	5,500	5,500	5,500
3,235	2,450	4,500	General Property/Liability	2,700	2,700	2,700
-	-	1,600	Audit & Filing Fees	1,600	1,600	1,600
1,902	2,417	4,500	Computer System Support-Maint	1,500	1,400	1,400
1,324	1,153	1,450	Internet & Web Site Fees	700	700	700
-	153	70	Other Professional Services	100	100	100
9,462	6,438	25,000	Pool Operating Supplies	20,000	20,000	20,000
10,583	12,166	12,000	Pool Maintenance	12,000	12,000	12,000
1,495	-	-	Pool Bldg. Janitorial - Maint	1,500	1,500	1,500
18,642	24,586	20,000	Pool Utilities	20,000	20,000	20,000
18,723	-	19,000	Pool Fuel	19,000	19,000	19,000
753	542	1,250	Concession Supplies	1,300	1,300	1,300
250	1,590	1,500	Lifeguard Training	1,500	1,500	1,500
253	-	500	Swim Team and Program Supplies	500	500	500
1,718	-	2,500	Swim Aide Fees	2,000	2,000	2,000
334	-	500	Pool Events	500	500	500
73,796	70,030	107,520	Pool Materials & Services Total	102,050	101,850	101,850

Parks and Recreation Fund

Resources and Requirements

PARK AND RECREATION FUND						
2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
EXPENDITURES						
Community Ctr Materials & Services						
31	25	100	Admin Supplies & Services	200	200	200
1,791	2,808	4,500	Utilities	4,700	4,700	4,700
-	2,410	4,000	Building Maint/Janitorial Supplies	4,200	4,200	4,200
-	75	450	Refunds	300	300	300
-	331	300	Office Equipment & Furniture	200	200	200
396	1,750	2,200	General Property/Liability	2,200	2,200	2,200
3,200	202	300	Internet & Web Site Fees	300	200	200
2,571	-	-	Janitorial Contract	-	-	-
1,125	-	-	Building Maintenance and Supplies	-	-	-
9,113	7,601	11,850	Community Ctr Materials & Services Total	12,100	12,000	12,000
Community Ctr Capital Outlay						
			Facilities Expansion			435,000
			Equipment/Furniture			-
-	-	-	Community Ctr Capital Outlay Total	-	-	435,000
Interfund Transfer						
-	-	8,000	to PW Equipment Fund	-	-	-
-	-	8,000	Interfund Transfer Total	-	-	-
-	-	10,000	Operating Contingency	70,000	70,000	70,000
3.63	3.63	3.90	TOTAL FULL-TIME EQUIVALENT (FTE)	6.83	6.83	6.83
447,325	471,619	635,470	TOTAL EXPENDITURES	1,482,750	1,477,950	1,567,950
1,263,369	641,408		ENDING FUND BALANCE			
		316,830	ESTIMATED ENDING FUND BALANCE	336,105	400,366	334,736
1,710,694	1,113,027	952,300	TOTAL REQUIREMENTS	1,818,855	1,878,316	1,902,686

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.

2022 Approved Budget: \$580,100

2023 Proposed Budget: \$499,049

2022 Full-Time Equivalents (FTE): 3.0

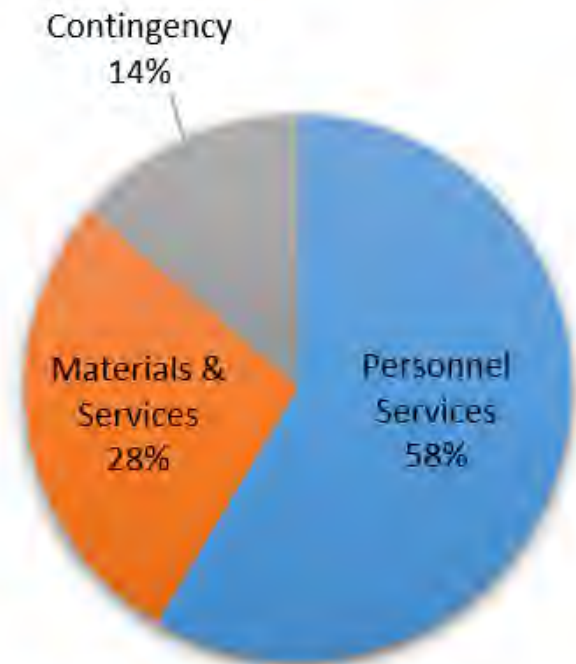
Department Divisions

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

2022 Key Initiatives

- Continue providing high-quality service at an increasing capacity
- Apply for Safe Routes to School grant in hopes of constructing sidewalks and bike lanes on East Hunter
- Assist Parks and Recreation Department in completing the Bolton Hill Sports Complex Master Plan update
- Survey Surplus Park Land and Sell Surplus Parks

Planning Fund Expenditures



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
- Create a Paths and Trails Plan for Veneta

Recent Accomplishments

- Updated parks system development charge to better serve community park demand
- Adopted amendments to the code to allow for cottage cluster developments and regulate short-term rentals (like Airbnb)
- Processed 39 applications in 2021
- Awarded Community Development Block Grant to assist the Fern Ridge Service Center in constructing improvements to their food pantry distribution infrastructure
- Continued work with Lane County on Elmira-Veneta Multi-Use Path

Planning Fund

Resources and Requirements

PLANNING FUND						
2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
			RESOURCES			
257,721	238,248	267,650	BEGINNING FUND BALANCE	206,681	244,251	244,251
2,715	3,108	2,500	Property Taxes-Prior Years	3,000	3,000	3,000
399	420	300	Interest on Property Taxes	200	200	200
45,094	22,493	53,000	Land Use Fees	44,100	44,100	44,100
18,188	8,732	35,000	Developer Reimbursements	28,800	28,800	28,800
5,541	1,927	3,200	Interest Income	2,700	2,700	2,700
-	-	50	Miscellaneous Sources	-	-	-
-	-	35,000	From Urban Renewal Agency	-	-	-
329,658	274,929	396,700	Total Resources, except taxes to be levied	285,481	323,051	323,051
		183,400	Taxes estimated to be received	175,998	175,998	175,998
170,942	178,617		Taxes collected in year levied			
500,600	453,546	580,100	TOTAL RESOURCES	461,479	499,049	499,049

Planning Fund

Resources and Requirements

PLANNING FUND						
2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
EXPENDITURES						
Personnel Services						
131,294	99,505	109,700	Wages	108,700	108,700	108,700
12,120	8,428	8,100	W/C and FICA Benefits	8,900	8,900	8,900
30,814	28,166	23,350	Health/Life Insurance	23,500	23,500	23,500
32,420	21,963	24,250	PERS	30,000	30,000	30,000
206,647	158,061	165,400	Personnel Services Total	171,100	171,100	171,100
1.82	1.47	1.49	TOTAL FULL-TIME EQUIVALENT (FTE)	1.47	1.47	1.47
Materials & Services						
1,323	2,833	2,500	Admin Services & Supplies	2,800	2,400	2,400
278	-	-	Postage	-	-	-
718	960	1,000	Professional Dues	1,100	800	800
1,165	1,234	900	Publishing Costs	1,600	1,100	1,100
1,374	1,240	1,400	Telephone	1,400	1,200	1,200
1,268	1,320	1,300	Electricity	1,400	1,200	1,200
449	535	600	Water/Sewer	-	-	-
762	3,090	4,000	Building Maint/Janitorial Sup	1,800	1,100	1,100
-	-	100	Safety Program and Supplies	-	-	-
409	-	-	Office Machine Lease	-	-	-
2,090	-	-	Office Machine Maintenance	-	-	-
314	595	-	Training & Conferences	1,000	1,000	1,000
376	137	400	Mileage, Lodging & Other Travel	200	200	200
-	-	100	Training/Travel - Commission	1,000	1,000	1,000
-	-	200	Public Relations	-	-	-
671	-	4,300	Refunds	6,100	6,100	6,100
627	893	1,500	Office Equipment & Furniture	400	400	400
-	-	-	Computer Equipment	-	-	-
20,467	6,975	15,000	Attorney & Legal Services	12,000	11,600	11,600
2,510	4,726	4,700	General Property/Liability/WC Ins	5,100	5,100	5,100
725	540	1,400	Audit & Filing Fees	800	700	700
5,021	4,661	8,400	Computer System Support-Maint	5,800	5,800	5,800
800	739	1,200	Internet & Web Site Fees	900	900	900
1,572	-	-	Janitorial Services Contract	-	-	-
-	-	-	Planning Assistance	-	-	-
12,784	25,796	110,000	Technical Review Services	43,600	39,400	39,400
-	1,111	1,500	Other Professional Services	800	800	800
55,705	57,386	160,500	Materials & Services Total	87,800	80,800	80,800
Capital Outlay						
-	-	1,700	Office Equipment & Furniture	-	-	-
-	-	1,700	Capital Outlay Total	-	-	-
-	-	25,000	Operating Contingency	40,000	40,000	40,000
1.82	1.47	1.49	TOTAL FULL-TIME EQUIVALENT (FTE)	1.47	1.47	1.47
262,352	215,446	352,600	TOTAL EXPENDITURES	298,900	291,900	291,900
238,248	238,100		ENDING FUND BALANCE			
		227,500	ESTIMATED ENDING FUND BALANCE	162,579	207,149	207,149
500,600	453,546	580,100	TOTAL REQUIREMENTS	461,479	499,049	499,049

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.

Fiscal Year 2022 Budget: \$2,296,850

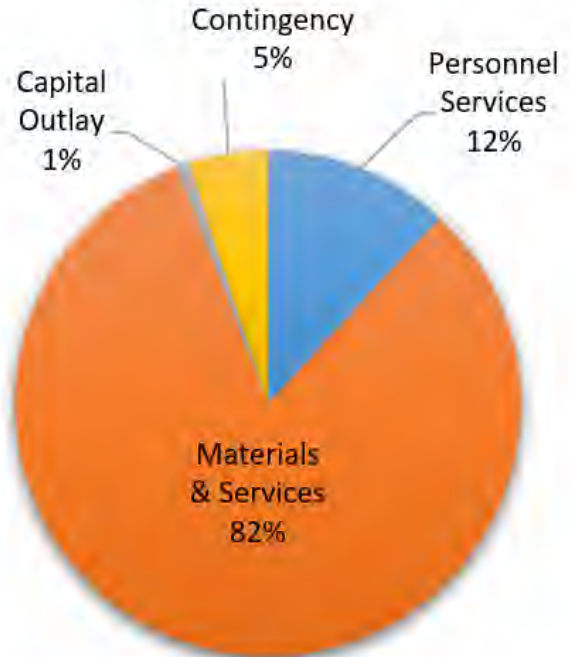
Fiscal Year 2023 Budget: \$3,565,340

2022 Full-Time Equivalents (FTE): 1.0 (Spot repairs.) Major projects are contracted.

2022 Key Initiatives:

- Releasing a construction bid for the E. Hunter improvement project pending outside funding opportunities
- A Pavement Preservation project that will entail crack sealing and application of a sand seal on a large percentage of the City’s Streets began June 2022 and will continue into Fiscal Year 2023
- Implementation of projects in the City’s Pavement Preservation Plan. All projects listed in the City’s Pavement Preservation Plan will preserve the City’s investment in transportation infrastructure and make the affected areas safer

Street Fund Expenditures



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

Implementing the Pavement Preservation Plan which identifies street maintenance priorities in Veneta. Service increases to accommodate new development in the City of Veneta.

Recent Accomplishments

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

Street Fund

Resources and Requirements

STREET FUND						
2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
RESOURCES						
1,669,092	1,958,290.86	1,123,371	BEGINNING FUND BALANCE	2,816,075	2,868,540	2,868,540
81,912	99,858	95,000	Emerald PUD Franchise Fees	89,000	89,000	89,000
25,989	-	25,000	Lane Electric Franchise Fees	26,200	26,200	26,200
6,161	4,412	4,000	Telephone Co. Franchise Fees	3,400	3,400	3,400
16,697	8,547	15,000	Cable Co. Franchise Fees	18,100	18,100	18,100
13,533	10,507	13,000	Garbage Co. Franchise Fees	14,500	14,500	14,500
324,554	355,330	335,000	State Highway Gas Tax	347,600	347,600	347,600
3,278	3,589	17,000	Bike Path Apportionment	4,300	4,300	4,300
840	1,259	1,300	Right-Of-Way Permits	800	800	800
127,281	134,445	95,000	City Gas Tax	98,500	98,500	98,500
77,387	78,416	90,000	Street Utility Fee (aka TUF)	78,200	78,200	78,200
35,208	14,811	12,000	Interest Income	18,000	15,500	15,500
-	-	-	Lease Income	-	-	-
356,000	-	25,000	From Urban Renewal	-	-	-
100,000	-	635,000	Grant Proceeds	-	-	-
150,000	350,000	150,000	From Reserve-Governmental	-	-	-
-	62,278	-	From Capital Projects - W Broadway	-	-	-
661	-	450	Miscellaneous Sources	700	700	700
1,319,501	1,123,451	1,512,750	Total New Resources	699,300	696,800	696,800
2,988,592	3,081,742	2,636,121	TOTAL RESOURCES	3,515,375	3,565,340	3,565,340

Street Fund

Resources and Requirements

STREET FUND						
2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
EXPENDITURES						
Personnel Services						
92,785	92,922	108,900	Wages	121,600	121,600	121,600
9,463	9,493	9,700	W/C and FICA Benefits	10,600	10,600	10,600
21,247	21,714	23,350	Health/Life Insurance	24,000	24,000	24,000
22,502	21,200	24,750	PERS	31,700	31,700	31,700
145,996	145,329	166,700	Personnel Services Total	187,900	187,900	187,900
2.02	1.91	1.92	TOTAL FULL-TIME EQUIVALENT (FTE)	1.92	1.92	1.92
Materials & Services						
2,914	2,414	3,000	Admin Supplies & Services	3,000	3,000	3,000
-	-	-	Postage	-	-	-
1,675	927	1,000	Professional Dues	1,000	1,000	1,000
500	965	1,200	Telephone Services	1,000	1,000	1,000
46,530	49,234	58,000	Electricity-Street Lights	60,000	60,000	60,000
-	1,805	1,000	Building Maint/Janitorial Sup	1,000	1,000	1,000
130	268	250	Safety Program and Supplies	600	500	500
-	-	-	Office Machine Leases	-	-	-
103	543	-	Training & Conferences	600	600	600
602	219	300	Mileage, Lodging & Other Travel	300	300	300
-	-	250	Public Relations	300	300	300
-	-	500	Refunds	-	-	-
807	915	1,000	Office Equipment & Furnishings	400	400	400
510	2,356	2,000	Tools & Small Equipment	2,500	2,500	2,500
1,158	-	3,500	Attorney & Legal Services	1,200	1,200	1,200
8,404	4,842	9,600	General Property/Liability Ins	7,300	7,200	7,200
6,481	7,380	3,000	Audit & Filing Fees	9,500	7,400	7,400
4,405	4,991	9,000	Computer System Support-Maint.	5,800	5,700	5,700
142	757	1,200	Internet & Web Site Fees	700	500	500
-	-	2,500	Engineering Fees	2,500	2,500	2,500
118	950	40,000	Other Professional Services	60,000	60,000	60,000
4,440	4,111	4,000	Equip & Vehicle Maintenance & Repairs	5,000	5,000	5,000
41,654	192,311	24,000	Street Maintenance	25,000	25,000	25,000
648,889	766	425,200	Street Rehabilitation/Preservation	1,062,400	1,062,400	1,062,400
152	-	-	Building & Yard Maintenance	-	-	-
4,946	3,999	1,000	Landscape Maint. & Supplies	2,000	2,000	2,000
2,098	-	-	Equipment Repairs	-	-	-
5,654	9,788	14,000	Water Use/Irrigation	11,900	11,900	11,900
27,060	32,211	33,000	Street Sweeping Contract	36,000	36,000	36,000
809,373	321,753	638,500	Materials & Services Total	1,300,000	1,297,400	1,297,400
Capital Outlay						
60,023	154,678	-	System Expansion	-	-	-
-	-	30,000	System Improvements	12,500	12,500	12,500
-	-	1,500	Equipment	-	-	-
-	-	25,000	System Upgrade	-	-	-
3,909	-	-	Equipment	-	-	-
63,932	154,678	56,500	Capital Outlay Total	12,500	12,500	12,500

Street Fund

Resources and Requirements

STREET FUND						
2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
EXPENDITURES						
Transfers						
5,000	5,000	5,000	To PW Equipment Fund	-	-	-
6,000	6,000	6,000	To Reserve-Governmental Fund	-	-	-
11,000	11,000	11,000	Transfers Total	-	-	-
-	-	100,000	Operating Contingency	80,000	80,000	80,000
2.0	1.9	1.9	<i>TOTAL FULL-TIME EQUIVALENT (FTE)</i>	1.9	1.9	1.9
1,030,302	632,759	972,700	TOTAL EXPENDITURES	1,580,400	1,577,800	1,577,800
1,958,291	2,448,983		ENDING FUND BALANCE			
		1,663,421	ESTIMATED ENDING FUND BALANCE	1,934,975	1,987,540	1,987,540
2,988,592	3,081,742	2,636,121	TOTAL REQUIREMENTS	3,515,375	3,565,340	3,565,340

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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.

Fiscal Year 2022 Budget: \$302,850

Fiscal Year 2023 Budget: \$363,071

2022 Full-Time Equivalents (FTE): 0.4 Full Time Employees salaries assigned to the fund.

2022 Key Initiatives:

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

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

Stormwater Fund

Resources and Requirements

STORM WATER FUND						
2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
RESOURCES						
212,860	234,325	229,800	BEGINNING FUND BALANCE	282,561	285,971	285,971
4,490	1,797	2,500	Interest Income	2,800	2,800	2,800
69,288	72,382	70,500	Storm Water Drainage Fees	74,200	74,200	74,200
-	-	50	Miscellaneous Income	100	100	100
73,778	74,179	73,050	Total New Resources	77,100	77,100	77,100
286,638	308,504	302,850	TOTAL RESOURCES	359,661	363,071	363,071
EXPENDITURES						
Personnel Services						
30,005	25,859	27,050	Wages	31,400	31,400	31,400
3,125	2,529	2,250	W/C and FICA Benefits	2,500	2,500	2,500
6,264	5,963	6,200	Health/Life Insurance	6,400	6,400	6,400
7,524	5,787	6,500	PERS	8,200	8,200	8,200
46,918	40,138	42,000	Personnel Services Total	48,500	48,500	48,500
0.50	0.43	0.42	TOTAL FULL-TIME EQUIVALENT (FTE)	0.42	0.42	0.42
Materials & Services						
2,121	935	1,200	Admin Supplies & Services	1,200	1,200	1,200
63	246	500	Professional Dues	200	200	200
-	465	300	Building Maint/Janitorial Sup	300	300	300
11	6	100	Safety Program and Supplies	100	100	100
45	135	-	Training & Conferences	100	100	100
75	27	150	Mileage, Lodging & Other Travel	200	200	200
-	-	150	Public Relations	-	-	-
-	-	50	Refunds	-	-	-
8	243	300	Office Equipment & Furnishings	100	100	100
-	-	250	Attorney & Legal Services	300	300	300
298	1,284	2,500	General Property/Liability Ins	1,400	1,400	1,400
97	-	100	Audit & Filing Fees	100	100	100
1,303	1,266	2,300	Computer System Support-Maint	1,500	1,400	1,400
119	201	350	Internet & Web Site Fees	200	200	200
-	-	2,500	Engineering Fees	-	-	-
1,225	434	3,500	Other Professional Services	900	900	900
-	-	50	Equip & Vehicle Maintenance & Repairs	-	-	-
-	713	1,500	System Maintenance	1,500	1,500	1,500
28	-	-	Building & Yard Maintenance	-	-	-
5,394	5,954	15,800	Materials & Services Total	8,100	8,000	8,000
Capital Outlay						
-	-	-	System Improvements	10,000	10,000	18,000
-	-	400	Equipment	-	-	-
-	-	400	Capital Outlay Total	10,000	10,000	18,000
-	-	5,000	Operating Contingency	20,000	20,000	20,000
0.50	0.43	0.42	TOTAL FULL-TIME EQUIVALENT (FTE)	0.42	0.42	0.42
52,312	46,093	63,200	TOTAL EXPENDITURES	86,600	86,500	94,500
234,325	262,412		ENDING FUND BALANCE			
		239,650	ESTIMATED ENDING FUND BALANCE	273,061	276,571	268,571
286,638	308,504	302,850	TOTAL REQUIREMENTS	359,661	363,071	363,071

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Capital Construction Governmental SDC Fund



The Capital Construction—Government Fund supports park, street, and storm-water infrastructure expansion and improvement. This fund is largely supported by system development charges assessed on new development.

Fiscal Year 2022 Budget: \$500

Fiscal Year 2023 Budget: \$1,338,485

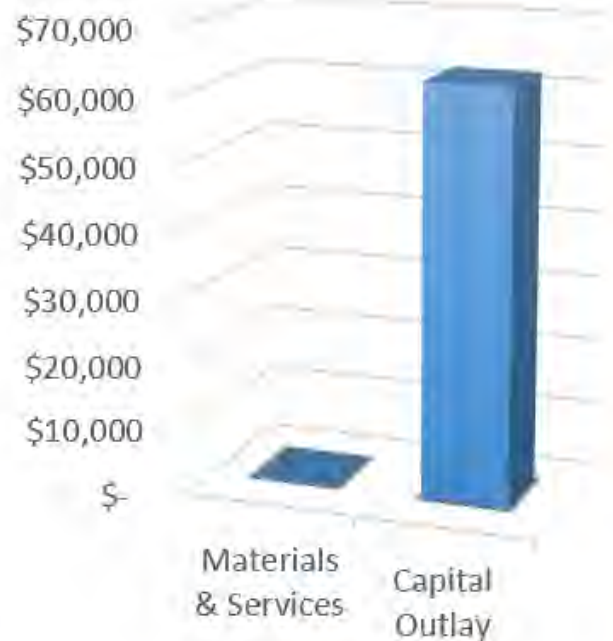
2022 Full-Time Equivalents (FTE): 0.0

General government fees and charges that are dedicated to infrastructure are recorded in the Capital Construction-Government Fund. For example, the Stormwater/Drainage Fee (Resolution No. 1331, June 2021) that is charged on monthly City utility bills is recorded in this fund and pays for stormwater drainage maintenance.

Parks and Transportation System Development Charges (SDCs) are also recorded in this 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
- Parks SDC
Resolution No. 1348, February 2022

Governmental SDC Fund Expenditures



Capital Construction Governmental SDC Fund



Past Projects (by City Fiscal Year):

- 2012-13: City Pool construction (funded by Parks SDCs)

- 2015-16: W. Broadway 2nd to 3rd Street Expansion Design (funded by Streets SDCs)

- 2016-17: Kiddie Pool design (funded by Parks SDC)
W. Broadway 2nd to 3rd Street Expansion Design (funded by Streets SDCs)

- 2017-18: W. Broadway 2nd to 3rd Street Expansion Design (funded by Streets SDCs)

- 2018-19: Kiddie Pool (funded by Parks SDCs)
Downtown 4th Street Improvement (funded, in part, by Streets SDCs)

- 2019-20: City Park Expansion— Phase II (funded by Parks SDCs)

Capital Construction Governmental SDC Fund Resources and Requirements

CAPITAL CONSTRUCTION - GOVERNMENTAL SDC FUND						
2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
			RESOURCES			
1,258,674	1,426,120	816,200	BEGINNING FUND BALANCE	1,065,685	1,065,685	1,065,685
5,874	-	-	Parkland Acquisition Fees	-	-	-
-	-	-	Traffic Impact Fees	-	-	-
26,550	10,868	10,000	Interest Income	18,700	18,700	18,700
80,168	48,193	30,000	SDC - Parks	148,700	148,700	148,700
226,099	30,793	16,500	SDC - Transportation	99,800	99,800	99,800
10,710	9,201	9,000	SDC - Storm Water/Drainage	5,600	5,600	5,600
349,402	99,054	65,500	Total New Resources	272,800	272,800	272,800
1,608,076	1,525,174	881,700	TOTAL RESOURCES	1,338,485	1,338,485	1,338,485
EXPENDITURES						
			Materials & Services			
49,087	175	500	Other Professional Services	200	200	200
49,087	175	500	Materials & Services Total	200	200	200
			Capital Outlay			
132,870	634,757	-	System Expansion	50,000	50,000	50,000
-	-	-	System Improvements	12,500	12,500	12,500
132,870	634,757	-	Capital Outlay Total	62,500	62,500	62,500
181,956	634,932	500	TOTAL EXPENDITURES	62,700	62,700	62,700
1,426,120	890,242		ENDING FUND BALANCE			
		881,200	ESTIMATED ENDING FUND BALANCE	1,275,785	1,275,785	1,275,785
1,608,076	1,525,174	881,700	TOTAL REQUIREMENTS	1,338,485	1,338,485	1,338,485

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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.

Fiscal Year 2022 Budget: \$850

Fiscal Year 2023 Budget: \$228,416

2022 Key Initiatives:

- A successful campground season to welcome the return of the Oregon Country Fair in July 2022
- Support other City services with the revenue collected from ticket sales to the Zumwalt Campground

Zumwalt Campground Fund Expenditures



Zumwalt Campground Fund

Mission

This fund's 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, security, 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

Last year's decrease in the Zumwalt Fund was attributed to the cancellation of the Oregon Country Fair. The campground that normally supports that event and provides the revenue for this fund was closed due to the COVID-19 pandemic. The Oregon Country Fair is returning to Veneta in 2022 and the Zumwalt Fund has been replenished to support the campgrounds activities.



Zumwalt Campground Fund

Resources and Requirements

2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
RESOURCES						
148,144	164,062	100,650	BEGINNING FUND BALANCE	119,239	143,816	143,816
3,125	1,257	850	Interest Income	900	900	900
78,459	-	-	Ticket Sales	80,000	80,000	80,000
2,885	-	-	Shower Sales	2,800	2,800	2,800
930	-	-	T-Shirt Sales	800	800	800
150	-	-	Vendor Fees	100	100	100
190	-	-	Miscellaneous Sources	-	-	-
85,739	1,257	850	Total New Resources	84,600	84,600	84,600
233,883	165,319	101,500	TOTAL RESOURCES	203,839	228,416	228,416
EXPENDITURES						
Personnel Services						
2,941	10,176	10,100	Wages	20,900	20,900	20,900
227	1,171	2,550	W/C and FICA Benefits	4,500	4,500	4,500
-	2,215	4,600	Health/Life Insurance	2,700	2,700	2,700
179	2,348	3,850	PERS	5,800	5,800	5,800
3,347	15,910	21,100	Personnel Services Total	33,900	33,900	33,900
0.17	0.17	0.17	TOTAL FULL-TIME EQUIVALENT (FTE)	0.17	0.17	0.17
Materials & Services						
677	156	100	Admin Supplies & Services	700	700	700
-	89	150	Professional Dues	-	-	-
-	-	100	Public Relations	-	-	-
-	-	50	Attorney & Legal Services	-	-	-
-	467	1,000	General Property/Liability/WC Ins	700	700	700
-	-	-	Audit & Filing Fees	-	-	-
-	460	900	Computer System Support-Maint	100	100	100
-	10	50	Internet & Web Site Fees	100	100	100
-	-	-	Operating Supplies	-	-	-
2,408	-	-	Volunteer Costs	3,000	3,000	3,000
-	-	-	Wristbands for Campers	300	300	300
900	-	-	Entertainment	1,000	1,000	1,000
-	-	-	Portable Showers	6,200	6,200	6,200
5,309	-	-	Portable Toilets	12,100	12,100	12,100
3,200	-	-	Water Tanker	4,200	4,200	4,200
9,761	-	-	Security	15,000	15,000	15,000
1,274	-	-	Equipment Rentals	2,000	2,000	2,000
7,745	-	-	Shuttle Buses	12,500	12,500	12,500
650	-	-	Maintenance & Clean-Up	700	700	700
2,550	3,475	7,500	Council Discretionary	7,500	7,500	7,500
34,474	4,657	9,850	Materials & Services Total	66,100	66,100	66,100
Transfers						
2,000	-	-	To General	2,000	2,000	2,000
20,000	20,000	10,000	To Parks & Recreation	20,000	20,000	20,000
10,000	10,000	10,000	To Law Enforcement	10,000	10,000	10,000
32,000	30,000	20,000	Transfers Total	32,000	32,000	32,000
0.17	0.17	0.17	TOTAL FULL-TIME EQUIVALENT (FTE)	0.17	0.17	0.17
69,821	50,567	50,950	TOTAL EXPENDITURES	132,000	132,000	132,000
164,062	114,752		ENDING FUND BALANCE			
		50,550	ESTIMATED ENDING FUND BALANCE	71,839	96,416	96,416
233,883	165,319	101,500	TOTAL REQUIREMENTS	203,839	228,416	228,416

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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 benefited properties funds the work.

Fiscal Year 2022 Budget: \$102,400

Fiscal Year 2023 Budget: \$307,592

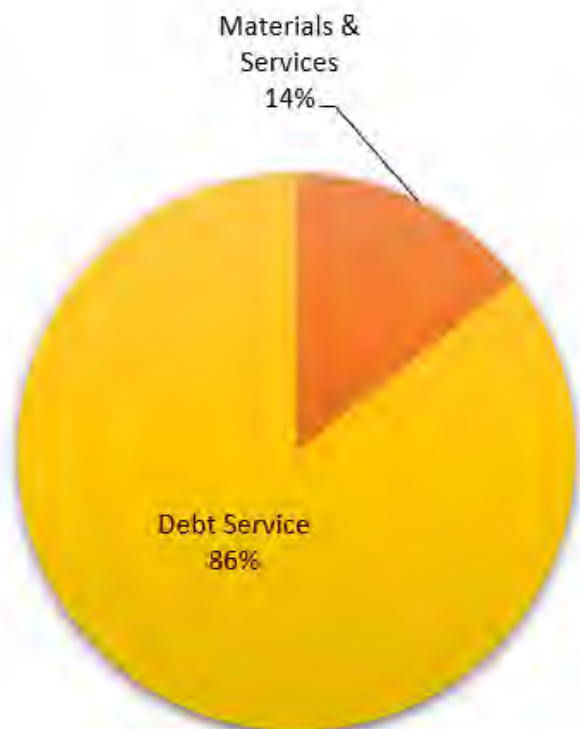
2022 Full-Time Equivalents (FTE): 0.0

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 Improvement Fund Expenditures



Local Improvement Fund



Highlights of Past Projects (by City Fiscal Year):

Annual expenditures of less than \$20,000 are debt payments on a 2009 Banner Bank 20-year loan for \$223,502 that funded the Bolton Hill Wastewater LID project.

2015-16: E. Bolton Wastewater LID project funded by a \$350,000 Sewer Fund transfer

2017-18: E. Bolton Wastewater LID project partial repayment (\$95,000) to the Sewer Fund

Local Improvement Fund

Resources and Requirements

LOCAL IMPROVEMENTS FUND						
2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
RESOURCES						
320,413	313,361	297,650	BEGINNING FUND BALANCE	295,892	295,892	295,892
6,759	2,471	2,600	Interest Income	2,200	2,200	2,200
2,175	-	2,200	Bolton Hill Sewer Assessments	9,500	9,500	9,500
37	-	100	Bolton Hill Assessment Interest	-	-	-
-	-	-	E Bolton Sewer Assessments	-	-	-
-	-	-	E Bolton Assessment Interest	-	-	-
-	-	81,000	From Urban Renewal Agency	-	-	-
8,971	2,471	85,900	Total New Resources	11,700	11,700	11,700
329,384	315,832	383,550	TOTAL RESOURCES	307,592	307,592	307,592
EXPENDITURES						
Materials & Services						
-	-	2,350	Admin Supplies & Services	2,400	2,400	2,400
-	-	250	Attorney & Legal Services	300	300	300
-	-	2,600	Materials & Services Total	2,700	2,700	2,700
Capital Outlay						
-	-	81,000	System Expansion	-	-	-
-	-	81,000	Capital Outlay Total	-	-	-
Debt Service						
11,458	11,853	12,500	Bolton Hill Loan Prin-Banner Bank	12,711	12,711	12,711
4,565	4,170	6,300	Bolton Hill Loan Interest-Banner Bank	3,350	3,350	3,350
16,023	16,023	18,800	Debt Service Total	16,061	16,061	16,061
Transfers						
-	-	-	To Sewer Fund (Reimb BH LID)	-	-	-
-	-	-	Transfers Total	-	-	-
16,023	16,023	102,400	TOTAL EXPENDITURES	18,761	18,761	18,761
313,361	299,809		ENDING FUND BALANCE			
		281,150	ESTIMATED ENDING FUND BALANCE	288,831	288,831	288,831
329,384	315,832	383,550	TOTAL REQUIREMENTS	307,592	307,592	307,592

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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.

Fiscal Year 2022 Budget: \$246,000

Fiscal Year 2023 Budget: \$225,458

2022 Full-Time Equivalents (FTE): 0.0

History:

The Business Assistance Loan/Grant Fund has 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 new applications are anticipated.

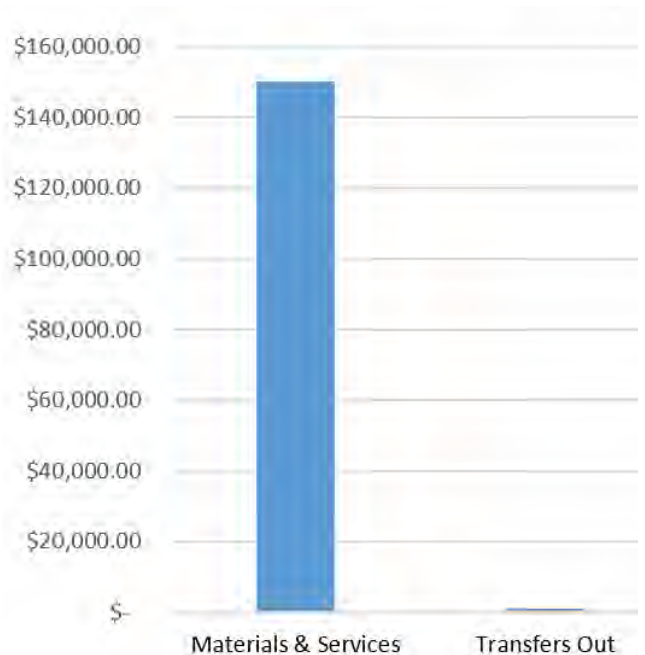
Overview:

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).

2022 Key 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

Business Assistance Loan/Grant 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 administrates 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
- Launching the Rescue Veneta Grants Program
- Awarding Rescue Veneta Grants to businesses negatively impacted by the COVID-19 Pandemic

Business Assistance Loan/Grant Fund

Resources and Requirements

BUSINESS ASSISTANCE LOAN/GRANT FUND						
2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
RESOURCES						
160,836	163,229	144,700	BEGINNING FUND BALANCE	164,701	165,708	165,708
3,393	1,276	1,200	Interest Income	1,000	1,000	1,000
-	-	-	Grant Awards - ARPA	88,700	88,750	88,750
-	-	50	Loan Payments-Principal	-	-	-
-	-	50	Loan Payments-Interest	-	-	-
-	-	100,000	Grant Small Bus. Assist	-	-	-
3,393	1,276	1,300	Total New Resources	89,700	89,750	89,750
164,229	164,505	146,000	TOTAL RESOURCES	254,401	255,458	255,458
EXPENDITURES						
Materials & Services						
-	-	50	Admin Supplies & Services	-	-	-
-	-	2,000	Attorney & Legal Services	-	-	-
-	-	130,000	Grants	150,000	150,000	150,000
-	-	-	Loans	-	-	-
-	-	2,000	LCOG Administration Fees	-	-	-
-	-	134,050	Materials & Services Total	150,000	150,000	150,000
Transfers						
1,000	1,000	1,000	To General Fund	1,000	1,000	1,000
1,000	1,000	1,000	Transfers Total	1,000	1,000	1,000
1,000	1,000	135,050	TOTAL EXPENDITURES	151,000	151,000	151,000
163,229	163,505		ENDING FUND BALANCE			
		10,950	ESTIMATED ENDING FUND BALANCE	103,401	104,458	104,458
164,229	164,505	146,000	TOTAL REQUIREMENTS	254,401	255,458	255,458

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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.

2022 Approved Budget: \$191,900

2023 Proposed Budget: \$153,337

2022 Full-Time Equivalents (FTE): 0.0

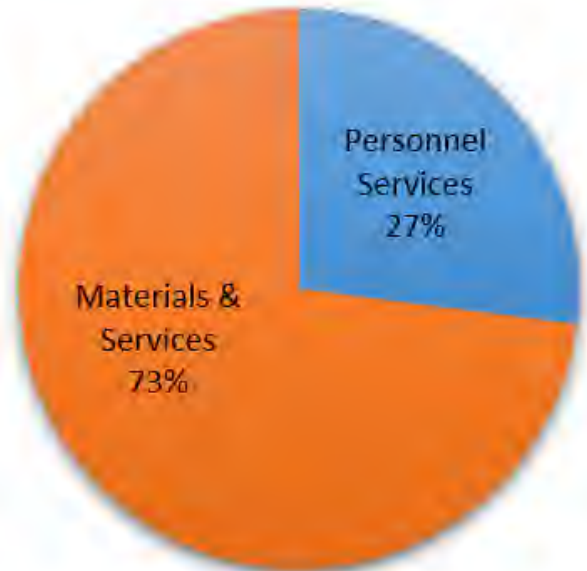
Department Divisions

- Contracted Building Inspection Services with the City of Cottage Grove

2022 Key Initiatives

- Continue providing high-quality service at an increasing capacity
- Continue to coordinate fair costs between users of the Cottage Grove program

Building Inspection Program



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

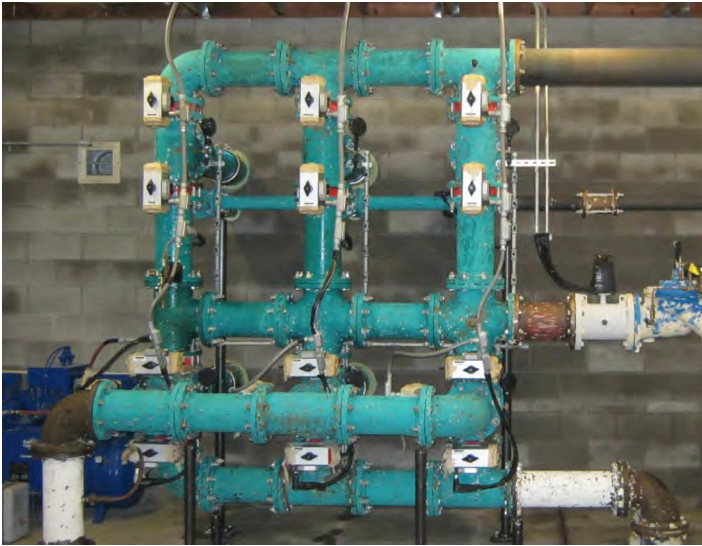
Building Inspection Program

Resources and Requirements

BUILDING INSPECTION PROGRAM FUND						
2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
RESOURCES						
18,711	42,002	46,150	BEGINNING FUND BALANCE	15,708	23,137	23,137
395	285	200	Interest Income	300	300	300
96,736	52,825	70,000	Building Permit Fees	63,700	63,700	63,700
15,915	11,662	20,500	Electrical Permit Fees	6,200	6,200	6,200
25,000	55,000	55,000	From General Fund	60,000	60,000	60,000
-	-	50	Miscellaneous Sources	-	-	-
138,045	119,773	145,750	Total New Resources	130,200	130,200	130,200
156,756	161,775	191,900	TOTAL RESOURCES	145,908	153,337	153,337
EXPENDITURES						
Personnel Services						
11,588	18,912	20,150	Wages	22,700	22,700	22,700
994	1,888	1,600	W/C and FICA Benefits	1,900	1,900	1,900
3,040	4,989	4,500	Health/Life Insurance	5,000	5,000	5,000
3,237	4,791	4,700	PERS	6,300	6,300	6,300
18,859	30,581	30,950	Personnel Services Total	35,900	35,900	35,900
0.30	0.30	0.30	TOTAL FULL-TIME EQUIVALENT (FTE)	0.30	0.30	0.30
Materials & Services						
895	946	550	Admin Supplies & Services	600	600	600
-	180	150	Professional Dues	200	200	200
-	347	200	Building Maint/Janitorial Sup	300	200	200
-	-	100	Public Relations	100	100	100
-	-	100	Attorney & Legal Services	100	100	100
-	933	1,850	General Property/Liability Ins	1,100	1,100	1,100
95,000	75,574	87,000	Permit Inspections	93,300	93,300	93,300
-	-	250	Audit & Filing Fees	300	300	300
-	917	850	Computer System Support-Maint	900	900	900
-	146	150	Internet & Web Site Fees	200	200	200
95,895	79,044	91,200	Materials & Services Total	97,100	97,000	97,000
0.30	0.30	0.30	TOTAL FULL-TIME EQUIVALENT (FTE)	0.30	0.30	0.30
114,754	109,625	122,150	TOTAL EXPENDITURES	133,000	132,900	132,900
42,002	52,150		ENDING FUND BALANCE			
		69,750	ESTIMATED ENDING FUND BALANCE	12,908	20,437	20,437
156,756	161,775	191,900	TOTAL REQUIREMENTS	145,908	153,337	153,337

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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.

Fiscal Year 2022 Budget: \$4,714,141
Fiscal Year 2023 Budget: \$4,751,118

Full Time Employees: 2.84

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



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

- Development of a new water reservoir as described in the 2012 Water Master Plan's Capital Improvement Plan

Recent Accomplishments

- The Water Management and Conservation Plan was successfully updated in 2021-2022
- The City's Risk and Resiliency Assessment and Response Plan were both completed and successfully Certified as required by the America's Water Infrastructure Act of 2018

Water Fund

Resources and Requirements

WATER FUND						
2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
RESOURCES						
3,033,232	3,246,371	3,013,250	BEGINNING FUND BALANCE (Adjusted)	3,571,412	3,561,618	3,561,618
16,653	8,000	5,500	Service Connections	20,000	20,000	20,000
63,983	25,056	15,000	Interest Income	12,900	12,900	12,900
16,566	7,722	15,000	Land Lease	13,000	13,000	13,000
93,312	-	83,891	From Urban Renewal Agency	-	-	-
966,327	1,084,973	1,500,000	Water Use Fees	1,095,100	1,095,100	1,095,100
35,820	39,233	55,000	Bulk Water Sales	41,300	41,300	41,300
-	-	25,000	Delinquent Fees	5,800	5,800	5,800
1,966	3,167	1,500	Miscellaneous Sources	1,400	1,400	1,400
1,194,627	1,168,151	1,700,891	Total New Resources	1,189,500	1,189,500	1,189,500
4,227,859	4,414,522	4,714,141	TOTAL RESOURCES	4,760,912	4,751,118	4,751,118
EXPENDITURES						
Personnel Services						
179,378	174,852	186,350	Wages	220,400	220,400	220,400
18,384	16,821	16,900	W/C and FICA Benefits	20,200	20,200	20,200
37,081	42,239	48,650	Health/Life Insurance	53,200	53,200	53,200
44,883	41,185	50,550	PERS	68,000	68,000	68,000
279,727	275,097	302,450	Personnel Services Total	361,800	361,800	361,800
3.38	3.23	3.11	TOTAL FULL-TIME EQUIVALENT (FTE)	2.84	2.84	2.84

Water Fund

Resources and Requirements

WATER FUND						
2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
EXPENDITURES						
Materials & Services						
20,010	21,685	23,000	Admin Supplies & Services	23,000	23,000	23,000
4,027	-	-	Postage	-	-	-
4,520	3,101	5,000	Professional Dues	5,000	5,000	5,000
3,634	4,084	4,800	Telephone Services	4,800	4,800	4,800
33,901	39,504	45,000	Electricity	45,000	45,000	45,000
-	4,299	5,000	Building Maint/Janitorial Sup	5,000	5,000	5,000
327	214	300	Safety Program and Supplies	1,000	900	900
113	-	-	Office Machine Leases	-	-	-
861	1,171	-	Training & Conferences	-	-	-
151	55	300	Mileage, Lodging & Other Travel	100	100	100
-	-	1,000	Public Relations	-	-	-
8	-	50	Refunds	1,800	1,800	1,800
613	1,973	3,250	Office Equipment & Furnishings	3,000	3,000	3,000
458	927	1,300	Tools & Small Equipment	3,400	2,000	2,000
-	200	1,700	Attorney & Legal Services	-	-	-
15,763	10,443	20,650	General Property/Liability Ins	13,600	13,600	13,600
3,557	3,420	1,400	Audit & Filing Fees	1,200	-	-
9,756	13,386	25,000	Computer System Support-Maint	14,200	13,300	13,300
750	1,633	2,500	Internet & Web Site Fees	1,800	1,300	1,300
-	13,707	20,000	Engineering Fees	17,800	17,400	17,400
3,668	11,499	23,200	Other Professional Services	20,000	20,000	20,000
4,892	10,132	9,500	System Operating Supplies	9,500	9,500	9,500
6,768	8,226	10,000	Equip & Vehicle Maintenance & Repairs	10,000	10,000	10,000
40,328	18,669	120,000	System Maintenance	100,000	100,000	100,000
4,724	4,158	5,500	System Quality Tests	6,500	6,500	6,500
1,013	-	-	Building & Yard Maintenance	12,000	12,000	12,000
979	-	-	Equipment Repairs	-	-	-
125,515	130,312	142,550	Water Purchase	145,000	145,000	145,000
-	-	-	PW Service Maps-Water System	10,000	10,000	10,000
286,337	302,798	471,000	Materials & Services Total	453,700	449,200	449,200

Water Fund

Resources and Requirements

WATER FUND						
2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
EXPENDITURES						
Capital Outlay						
-	-	90,000	System Expansion	285,000	285,000	285,000
20,694	-	25,000	System Improvements	-	-	-
-	-	3,000	Equipment	-	-	-
4,858	-	-	Equipment	-	-	-
25,552	-	118,000	Capital Outlay Total	285,000	285,000	285,000
Debt Service						
122,920	155,391	155,400	Pipeline Bond Principal-RUS	91,142	91,142	91,142
261,953	229,672	250,650	Pipeline Bond Interest-RUS	124,436	124,436	124,436
384,873	385,062	406,050	Debt Service Total	215,578	215,578	215,578
Transfers						
5,000	5,000	5,000	To PW Equipment Fund	-	-	-
5,000	5,000	5,000	Transfers Total	-	-	-
-	-	100,000	Operating Contingency	200,000	200,000	200,000
3.38	3.23	2.84	TOTAL FULL-TIME EQUIVALENT (FTE)	2.84	2.84	2.84
981,488	967,957	1,402,500	TOTAL EXPENDITURES	1,516,078	1,511,578	1,511,578
3,246,371	3,446,564		ENDING FUND BALANCE			
		3,311,641	ESTIMATED ENDING FUND BALANCE	3,244,834	3,239,540	3,239,540
4,227,859	4,414,522	4,714,141	TOTAL REQUIREMENTS	4,760,912	4,751,118	4,751,118

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Sewer Fund



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

Fiscal Year 2022 Budget: \$4,800,300

Fiscal Year 2023 Budget: \$991,343

Full Time Employees: 3.12

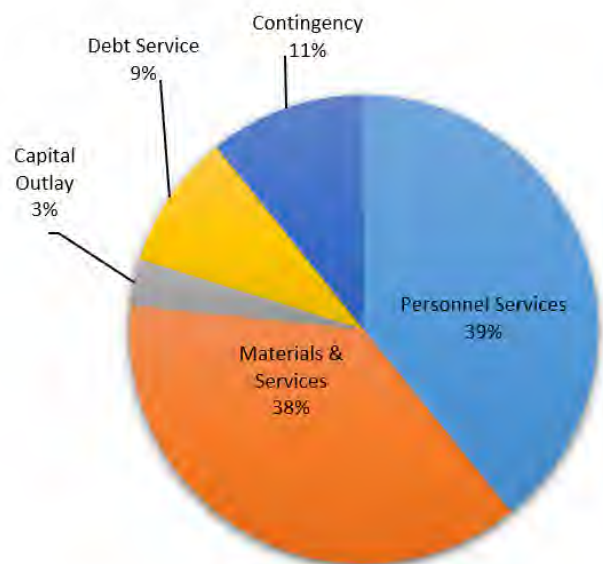
History:

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.

Sewer Fund Expenditures



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:

- Upgrading and upsizing pumps in the Pine Street Lift Station this year
- Releasing an RFP in late 2022 for the design of the future expansion of the Wastewater Treatment Plant as is outlined in the 2016 Master Plan to develop additional capacity to accommodate growth

Recent Accomplishments

- Installed sewer connection for potential new restroom in City Park
- Refurbished east aeration basin at WWTP

Sewer Fund

Resources and Requirements

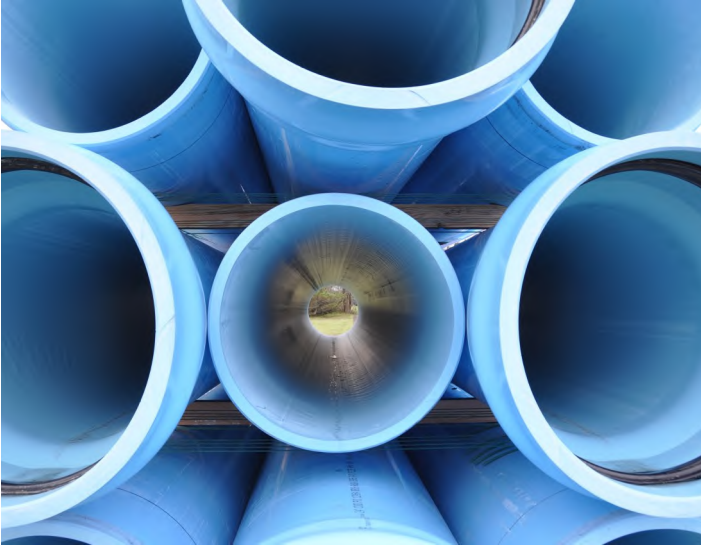
2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
RESOURCES						
2,607,023	2,878,819	3,172,550	BEGINNING FUND BALANCE	1,592,122	4,304,300	4,304,300
3,400	2,800	2,600	Sewer Connection	5,000	5,000	5,000
54,992	22,063	15,500	Interest Income	13,300	13,300	13,300
9,600	9,600	9,600	Land Lease	12,000	12,000	12,000
1,224,874	1,332,334	1,600,000	Sewer Use Fees	1,431,200	1,431,200	1,431,200
-	-	50	Miscellaneous Sources	-	-	-
1,292,867	1,366,797	1,627,750	Total New Resources	1,461,500	1,461,500	1,461,500
3,899,890	4,245,616	4,800,300	TOTAL RESOURCES	3,053,622	5,765,800	5,765,800
EXPENDITURES						
Personnel Services						
226,677	198,125	207,500	Wages	244,900	244,900	244,900
23,432	18,741	18,900	W/C and FICA Benefits	22,300	22,300	22,300
43,201	46,187	52,850	Health/Life Insurance	57,500	57,500	57,500
58,365	47,397	55,100	PERS	73,900	73,900	73,900
351,675	310,450	334,350	Personnel Services Total	398,600	398,600	398,600
4.03	3.80	3.12	TOTAL FULL-TIME EQUIVALENT (FTE)	3.12	3.12	3.12
Materials & Services						
22,618	24,742	29,000	Admin Supplies & Services	29,000	29,000	29,000
6,133	-	-	Postage	-	-	-
2,627	3,435	4,000	Professional Dues	4,000	4,000	4,000
2,330	2,611	3,100	Telephone Services	2,800	2,800	2,800
58,927	69,046	83,000	Electricity	83,000	83,000	83,000
-	4,368	5,000	Building Maint/Janitorial Sup	5,000	5,000	5,000
367	311	500	Safety Program and Supplies	1,000	1,000	1,000
170	-	-	Office Machine Leases	-	-	-
391	1,294	-	Training & Conferences	900	900	900
753	274	400	Mileage, Lodging & Other Travel	500	500	500
-	-	1,000	Public Relations	-	-	-
26	-	500	Refunds	-	-	-
476	2,205	3,000	Office Equipment & Furnishings	1,000	1,000	1,000
86	735	1,000	Tools & Small Equipment	2,000	2,000	2,000
152	940	1,900	Attorney & Legal Services	2,300	1,900	1,900
10,481	11,668	23,100	General Property/Liability Ins	15,100	15,100	15,100
2,495	2,340	2,600	Audit & Filing Fees	900	-	-
9,825	11,509	21,000	Computer System Support-Maint	12,500	11,500	11,500
1,068	2,509	3,050	Internet & Web Site Fees	2,000	1,400	1,400
8,520	5,575	16,500	Engineering Fees	16,500	16,500	16,500
-	3,144	33,500	Other Professional Services	16,100	16,100	16,100
1,210	8,273	8,000	System Operating Supplies	14,900	14,700	14,700
5,520	7,939	5,500	Equip & Vehicle Maintenance & Repairs	13,800	11,000	11,000
36,755	51,728	55,600	System Maintenance	58,300	44,900	44,900
15,029	18,157	43,000	WW Treatment Plant Maintenance	47,000	40,000	40,000
13,546	7,816	14,000	System Quality Tests	14,000	14,000	14,000
1,020	-	-	Building & Yard Maintenance	-	-	-
1,052	-	-	Equipment Repairs	-	-	-
-	-	21,000	Bio-solids Management/Removal	-	-	-
-	-	33,650	Effluent Area Maintenance	-	-	-
-	-	65,000	Inflow & Infiltration Maintenance	60,000	60,000	60,000
-	-	-	NPDES Permit Renewal	5,000	5,000	5,000
-	-	-	PW Service Maps-Sewer Lines	-	-	-
201,576	240,620	477,900	Materials & Services Total	407,600	381,300	381,300

Sewer Fund

Resources and Requirements

SEWER FUND						
2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
EXPENDITURES						
Capital Outlay						
345,272	5,086	-	System Expansion	-	-	-
-	-	-	System Improvements	32,500	32,500	32,500
3,808	-	-	Equipment	-	-	-
349,080	5,086	-	Capital Outlay Total	32,500	32,500	32,500
Debt Service						
47,519	29,046	3,035,111	Loan Principal-WWTP RUS Re-Fund	60,000	60,000	60,000
66,220	84,607	25,169	Loan Interest-WWTP RUS Re-Fund	35,200	35,200	35,200
113,739	113,653	3,060,280	Debt Service Total	95,200	95,200	95,200
Transfers						
5,000	5,000	5,000	To PW Equipment Fund	-	-	-
5,000	5,000	5,000	Transfers Total	-	-	-
-	-	100,000	Operating Contingency	110,000	110,000	110,000
4.03	3.80	3.12	TOTAL FULL-TIME EQUIVALENT (FTE)	3.12	3.12	3.12
1,021,070	674,809	3,977,530	TOTAL EXPENDITURES	1,043,900	1,017,600	1,017,600
2,878,819	3,570,807		ENDING FUND BALANCE			
		822,770	ESTIMATED ENDING FUND BALANCE	2,009,722	4,748,200	4,748,200
3,899,890	4,245,616	4,800,300	TOTAL REQUIREMENTS	3,053,622	5,765,800	5,765,800

Capital Construction - Water SDC Fund



Purpose:

Collecting System Development Charge (SDC) revenue from new development to finance water system projects required to serve that new development.

Fiscal Year 2022 Budget: \$157,900

Fiscal Year 2023 Budget: \$460,462

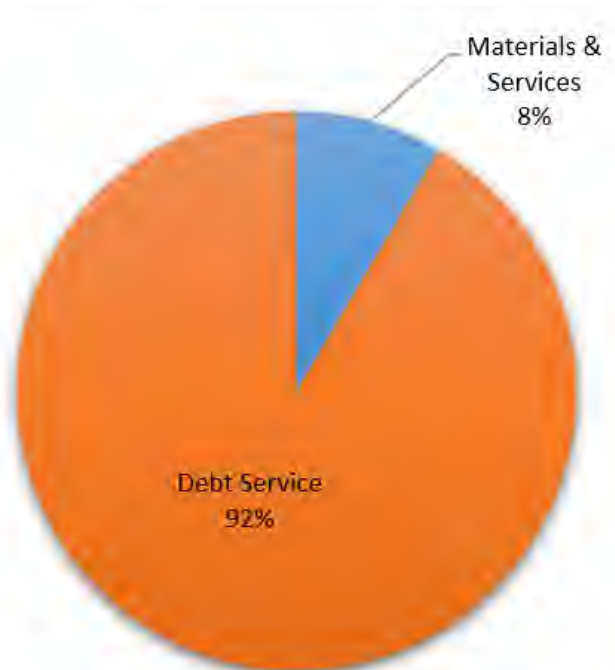
History:

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



Capital Construction - Water SDC Fund

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

- Expanding facilities to accommodate new development

Capital Construction - Water SDC Fund

Resources and Requirements

CAPITAL CONSTRUCTION - WATER SDC FUND						
2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
RESOURCES						
54,423	130,379	98,700	BEGINNING FUND BALANCE	262,162	262,162	262,162
1,148	893	1,200	Interest Income	1,000	1,000	1,000
119,924	64,960	58,000	SDC - Water System	197,300	197,300	197,300
121,072	65,853	59,200	Total New Resources	198,300	198,300	198,300
175,495	196,232	157,900	TOTAL RESOURCES	460,462	460,462	460,462
EXPENDITURES						
Materials & Services						
-	-	50	Other Professional Services	20,000	20,000	20,000
-	-	50	Materials & Services Total	20,000	20,000	20,000
Capital Outlay						
-	-	-	System Expansion	-	-	-
-	-	-	Capital Outlay Total	-	-	-
Debt Service						
45,116	17,266	17,300	Pipeline Bond Principal-RUS	91,142	91,142	91,142
-	25,855	27,900	Pipeline Bond Interest-RUS	124,436	124,436	124,436
45,116	43,121	45,200	Debt Service Total	215,578	215,578	215,578
45,116	43,121	45,250	TOTAL EXPENDITURES	235,578	235,578	235,578
130,379	153,111		ENDING FUND BALANCE			
		112,650	ESTIMATED ENDING FUND BALANCE	224,884	224,884	224,884
175,495	196,232	157,900	TOTAL REQUIREMENTS	460,462	460,462	460,462

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Capital Construction - Sewer SDC Fund



Purpose:

Collecting System Development Charge (SDC) revenue from new development to finance wastewater system projects required to serve that new development.

Fiscal Year 2022 Budget: \$708,700

Fiscal Year 2023 Budget: \$991,343

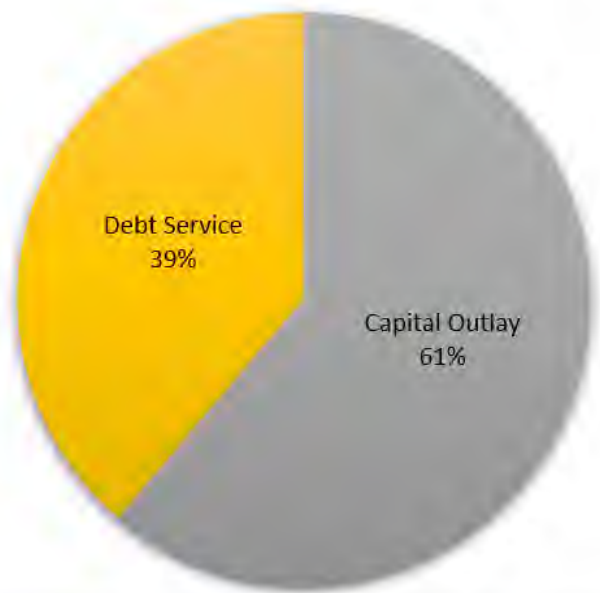
History:

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

- Upgrading and upsizing pumps in the Pine Street Lift Station this year
- Releasing an RFP in late 2022 for the design of the future expansion of the Wastewater Treatment Plant as is outlined in the 2016 Master Plan to develop additional capacity to accommodate growth

Recent Accomplishments

- Expanding facilities to accommodate new development

Capital Construction - Sewer SDC Fund

Resources and Requirements

CAPITAL CONSTRUCTION - SEWER SDC FUND						
2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
RESOURCES						
768,071	759,665	621,600	BEGINNING FUND BALANCE	794,730	812,743	812,743
16,202	5,973	7,100	Interest Income	6,100	6,100	6,100
132,421	91,576	80,000	SDC - Sewer System	172,500	172,500	172,500
148,623	97,549	87,100	Total New Resources	178,600	178,600	178,600
916,694	857,214	708,700	TOTAL RESOURCES	973,330	991,343	991,343
EXPENDITURES						
Materials & Services						
-	-	1,000	Other Professional Services	-	-	-
-	-	1,000	Materials & Services Total	-	-	-
Capital Outlay						
-	-	-	System Expansion	150,000	150,000	150,000
-	-	-	Capital Outlay Total	150,000	150,000	150,000
Debt Service						
47,519	49,657	75,000	Loan Principal-WWTP RUS Re-Fund	60,000	60,000	60,000
66,220	63,996	25,169	Loan Interest-WWTP RUS Re-Fund	35,125	35,125	35,125
40,078	41,489	41,500	Loan Principal-Banner Bank	-	-	-
3,212	1,792	2,300	Loan Interest-Banner Bank	-	-	-
157,029	156,935	143,969	Debt Service Total	95,125	95,125	95,125
157,029	156,935	144,969	TOTAL EXPENDITURES	245,125	245,125	245,125
759,665	700,279		ENDING FUND BALANCE			
		563,731	ESTIMATED ENDING FUND BALANCE	728,205	746,218	746,218
916,694	857,214	708,700	TOTAL REQUIREMENTS	973,330	991,343	991,343

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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.

2022 Approved Budget: \$242,250

2023 Proposed Budget: \$319,171

2022 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						
2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
RESOURCES						
211,769	213,995	144,750	BEGINNING FUND BALANCE (Adjusted)	220,526	220,304	220,304
1,494	1,620	1,450	Property Taxes-Prior Years	1,500	1,500	1,500
223	223	200	Interest on Property Taxes	200	200	200
3,291	1,229	1,500	Interest Income	1,200	1,200	1,200
216,778	217,067	147,900	Total Resources, except taxes to be levied	223,426	223,204	223,204
		94,350	Taxes estimated to be received	95,967	95,967	95,967
87,085	90,552		Taxes collected in year levied			
303,863	307,619	242,250	TOTAL RESOURCES	319,394	319,171	319,171
EXPENDITURES						
Debt Service						
Bond Principal Payments						
58,000	63,000	65,000	Issue Date: 2010 Pool Bond-US Bank	Payment Date: January	67,000	67,000
58,000	63,000	65,000		Total Principal	67,000	67,000
Bond Interest Payments						
31,868	30,303	29,350	Issue Date: 2010 Pool Bond-US Bank	Payment Date: July & Jan	24,609	24,609
31,868	30,303	29,350		Total Interest	24,609	24,609
89,868	93,303	94,350	Debt Service Total		91,609	91,609
89,868	93,303	94,350	TOTAL EXPENDITURES	91,609	91,609	91,609
213,995	214,316		ENDING FUND BALANCE			
		147,900	ESTIMATED ENDING FUND BALANCE	227,785	227,563	227,563
303,863	307,619	242,250	TOTAL REQUIREMENTS	319,394	319,171	319,171

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.

Fiscal Year 2022 Budget: \$212,550

Fiscal Year 2023 Budget: \$182,215

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
- Purchased pole arms to support flower baskets on West Broadway

Reserve - Public Works Equipment Fund

Resources and Requirements

P.W. EQUIPMENT FUND						
2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
RESOURCES						
211,873	206,342	182,850	BEGINNING FUND BALANCE	180,815	180,815	180,815
4,469	1,629	1,700	Interest Income	1,400	1,400	1,400
-	-	-	From Parks & Recr Fund			-
5,000	5,000	10,000	From Street Fund	-	-	-
5,000	5,000	5,000	From Water Fund	-	-	-
5,000	5,000	5,000	From Sewer Fund	-	-	-
19,469	16,629	21,700	Total New Resources	1,400	1,400	1,400
231,342	222,971	204,550	TOTAL RESOURCES	182,215	182,215	182,215
EXPENDITURES						
Capital Outlay						
-	3,425	23,000	Equipment	-	-	-
25,000	29,999	-	Vehicles	40,000	40,000	40,000
25,000	33,425	23,000	Capital Outlay Total	40,000	40,000	40,000
25,000	33,425	23,000	TOTAL EXPENDITURES	40,000	40,000	40,000
206,342	189,546		ENDING FUND BALANCE			
		181,550	ESTIMATED ENDING FUND BALANCE	142,215	142,215	142,215
231,342	222,971	204,550	TOTAL REQUIREMENTS	182,215	182,215	182,215

Reserve - Enterprise Fund



Fund Purpose:

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

Fiscal Year 2022 Budget: \$246,000

Fiscal Year 2023 Budget: \$225,499

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
- *Community Building and Partnerships* - None

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 Fund

Resources and Requirements

RESERVE: ENTERPRISE (SEWER)						
2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
RESOURCES						
217,819	222,414	228,950	BEGINNING FUND BALANCE	224,799	224,799	224,799
4,595	415	900	Interest Income	700	700	700
4,595	415	900	Total New Resources	700	700	700
222,414	222,829	229,850	TOTAL RESOURCES	225,499	225,499	225,499
EXPENDITURES						
Transfers						
-	-	-	To Sewer Fund	-	-	-
-	-	-	Transfers Total	-	-	-
-	-	-	TOTAL EXPENDITURES	-	-	-
222,414	222,829		ENDING FUND BALANCE			
		229,850	ESTIMATED ENDING FUND BALANCE	225,499	225,499	225,499
222,414	222,829	229,850	TOTAL REQUIREMENTS	225,499	225,499	225,499

Reserve - Governmental Fund



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

Fiscal Year 2022 Budget: \$201,226

Fiscal Year 2023 Budget: \$188,097

History:

The fund was created in 2008 and modified in 2014. Per ORS, the fund must be reviewed every ten years. Therefore, the fund needs to be reviewed in June 2024.

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)						
2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
RESOURCES						
653,366	523,148	189,826	BEGINNING FUND BALANCE	183,497	183,497	183,497
13,782	4,349	5,400	Interest Income	4,600	4,600	4,600
6,000	6,000	6,000	From Street Fund	-	-	-
19,782	10,349	11,400	Total New Resources	4,600	4,600	4,600
673,148	533,497	201,226	TOTAL RESOURCES	188,097	188,097	188,097
EXPENDITURES						
Transfers						
150,000	350,000	150,000	To Street Fund	-	-	-
150,000	350,000	150,000	Transfers Total	-	-	-
150,000	350,000	150,000	TOTAL EXPENDITURES	-	-	-
523,148	183,497		ENDING FUND BALANCE			
		51,226	ESTIMATED ENDING FUND BALANCE	188,097	188,097	188,097
673,148	533,497	201,226	TOTAL REQUIREMENTS	188,097	188,097	188,097

Capital Projects Funds (Deactivated)

Pool Facilities Fund

Fund Purpose: Financing the construction of a new City of Veneta kiddie pool.

Fiscal Year 2022 Budget: \$0

Fiscal Year 2023 Budget: \$0

Deactivated Fund per Resolution 1306 in 2020

West Broadway Fund

Fund Purpose: Financing development of West Broadway Ave.

Fiscal Year 2022 Budget: \$0

Fiscal Year 2023 Budget: \$0

Deactivated Fund per Resolution 1306 in 2020

Grant Fund

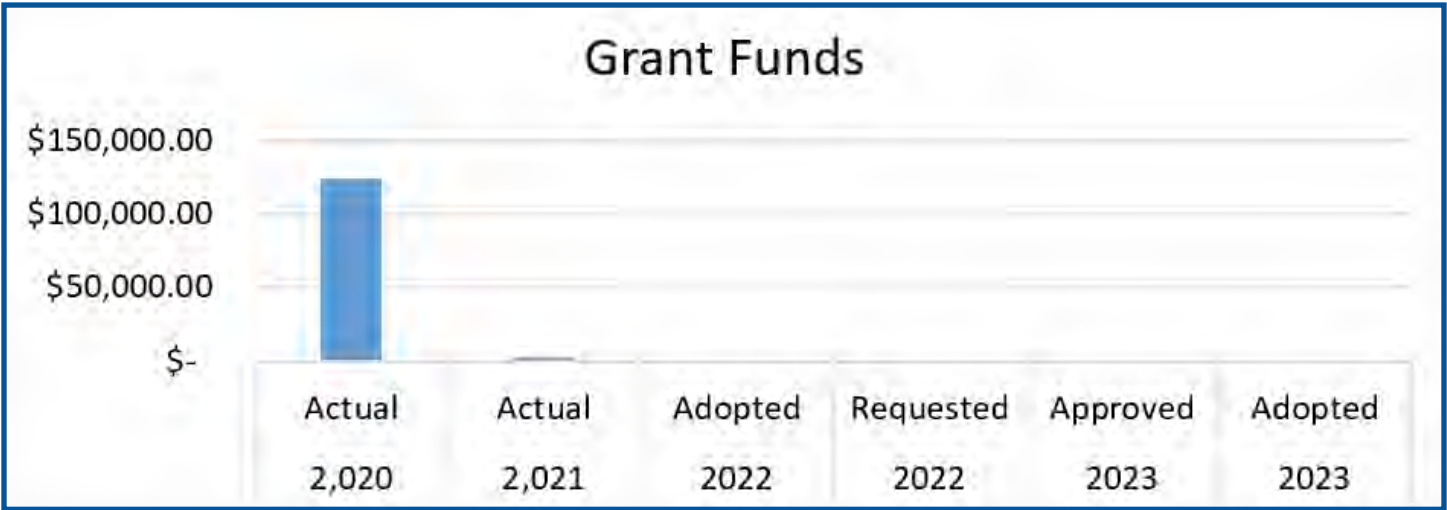
Fund Purpose: tracking state grant funds to finance a St. Vincent de Paul Housing Rehabilitation Program in Veneta.

Fiscal Year 2022 Budget: \$0

Fiscal Year 2023 Budget: \$0

Deactivated Fund per Resolution 1306 in 2020

Consolidated Budget Charts (Deactivated)



Section 8



Veneta Urban Renewal Agency

Urban Renewal Agency
Budget Message
Agency Structure
Budget Overview

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The City of Veneta established the Veneta Urban Renewal Agency (Agency) in 1984 as a tax increment financing program for \$7,000,000.00 in public improvements over the next twenty years. The goals for the Veneta Urban Renewal Plan is to revitalize the downtown core 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 2022-2023

As with the City of Veneta's Fiscal Year 2022-2023 budget, the Agency's Fiscal Year 2022-2023 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 2022-2023 when compared to previous fiscal years. Additionally, the Agency will continue to budget a \$700,000 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.



Agency Structure

The Mayor and City Councilors fill the role of the Agency's board. The Agency meets quarterly. The Agency can still meet as often as it deems necessary, however. The Agency 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 \$10,000 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 figure is \$1,806,000. This represents roughly a \$140,000 increase from the prior year's budget total. The increase can be attributed to the amount of transfers to the City for project reimbursement.



SUMMARY OF RESOURCES AND REQUIREMENTS						
FUNDS BY TYPE	BEGINNING FUND BALANCE		TOTAL RESOURCES (Beginning Fund Balance + New Revenue)		ENDING FUND BALANCE	TOTAL REQUIREMENTS (Expenditures + Ending Fund Balance)
	PROJECTED FUND BALANCE @ 7-1-2022	TOTAL NEW REVENUE		TOTAL EXPENDITURES	PROJECTED FUND BALANCE @ 6-30-2023	
GENERAL FUND:						
General Fund	733,937	700,470	1,434,407	1,103,500	330,907	1,434,407
DEBT SERVICE FUND:						
Debt Service	1,972,138	818,482	2,790,620	702,500	2,088,120	2,790,620
TOTALS	\$ 2,706,075	\$ 1,518,952	\$ 4,225,027	\$ 1,806,000	\$ 2,419,027	\$ 4,225,027

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, more than \$650,000 of urban renewal funds will fund the planning and design of a new 10+ acre outdoor sports complex as well as the renovation of a community center. Economic development initiatives include \$250,000 for developing the City's W. Broadway commercial property in the downtown district, \$90,000 of various incentives packaged together as a Redevelopment Toolkit, and \$30, 000 for City gateway beautification.

Recent Accomplishments

The Agency is in negotiations with a private party to redevelop the City's commercial property on W. Broadway in the downtown district. The project will be a public-private partnership. The City intends to sell the property, and the Agency anticipates providing a development loan to renovate the early 20th century former mill operations building on-site into a community gathering space with food trucks adjacent to the building.

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



Veneta Urban Renewal Agency

Urban Renewal Agency
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 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 \$2,706,075. This total is roughly \$1,700,000 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 \$700,000. 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						TOTAL NEW REVENUE	TOTAL RESOURCES (Beginning Fund Balance + New Revenue)
	PROJECTED FUND BALANCE @ 7- 1-2022	PROPERTY TAXES	LOAN PROCEEDS	GRANT PROCEEDS	INTEREST INCOME	OTHER		
GENERAL FUND:								
General Fund	733,937	-	700,000	-	470		700,470	1,434,407
DEBT SERVICE FUND:								
Debt Service	1,972,138	809,532	-	-	6,050	2,900	818,482	2,790,620
TOTALS	\$ 2,706,075	\$ 809,532	\$ 700,000	\$ -	\$ 6,520	\$ 2,900	\$ 1,518,952	\$ 4,225,027

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

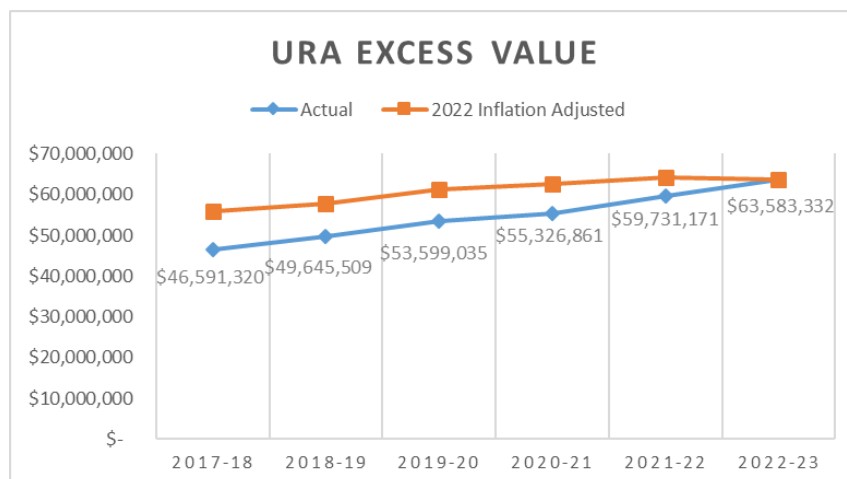
Division of tax revenue is calculated by splitting local government property taxes between the local governments that levied taxes and the URA. Tax increment revenues are the amount of property taxes generated by the increase in total assessed values in the urban renewal area from the time the urban 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

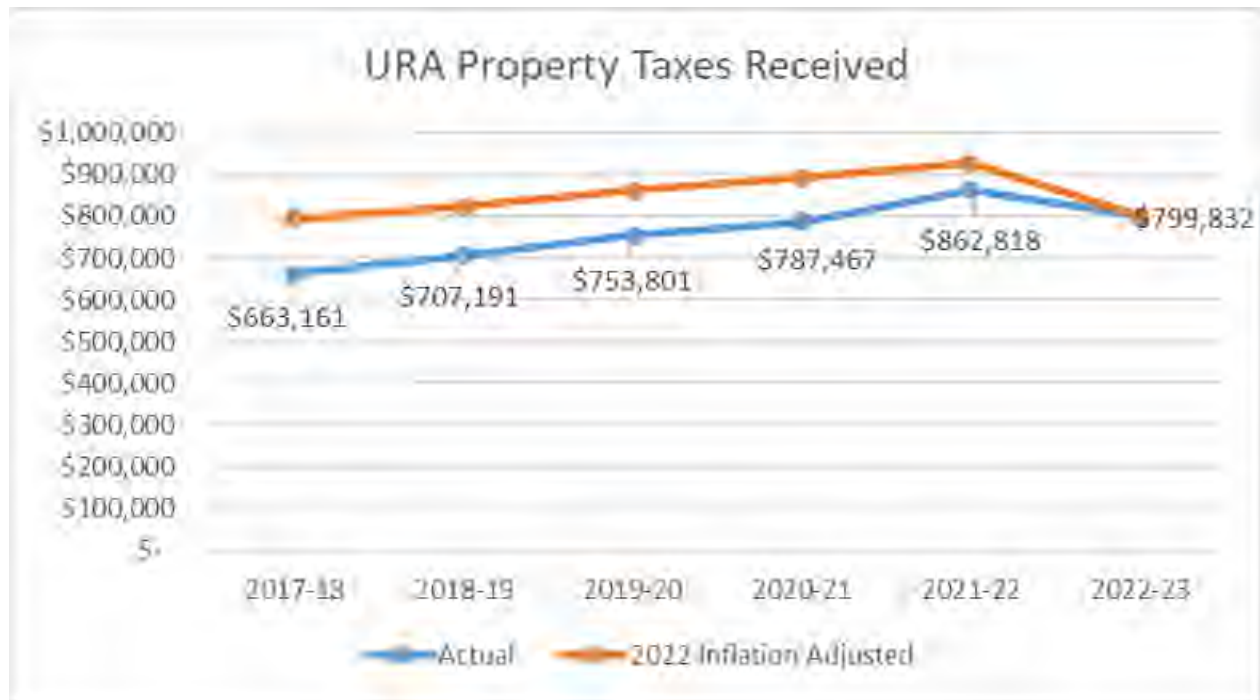
The excess value for Veneta's URA continues to increase. The increases over the prior two years averaged \$4.1 million and outpaced the increases prior to 2020. The chart below provides the excess values from 2017-18 through 2022-23.



Veneta Urban Renewal Agency's Property Tax Picture

The calculation for fiscal year 2022-23 assumes that the excess value will increase by 3.00% and the uncollectible rate will be approximately 10.00%. Given these assumptions the URA is expecting to receive \$799,832 specific to the levy for the year. The amount of property taxes that the URA has received since fiscal year 2017-18 is shown in the chart below by year.

Property Tax Money Received
Fiscal Year 2017-18 through Estimated Fiscal Year 2022-23



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



Veneta Urban Renewal Agency

Urban Renewal Agency
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 (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. A full description is included in Appendix D.

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 \$700,000. As stated previously, this is the amount necessary to support City projects for which using URA resources is allowable.

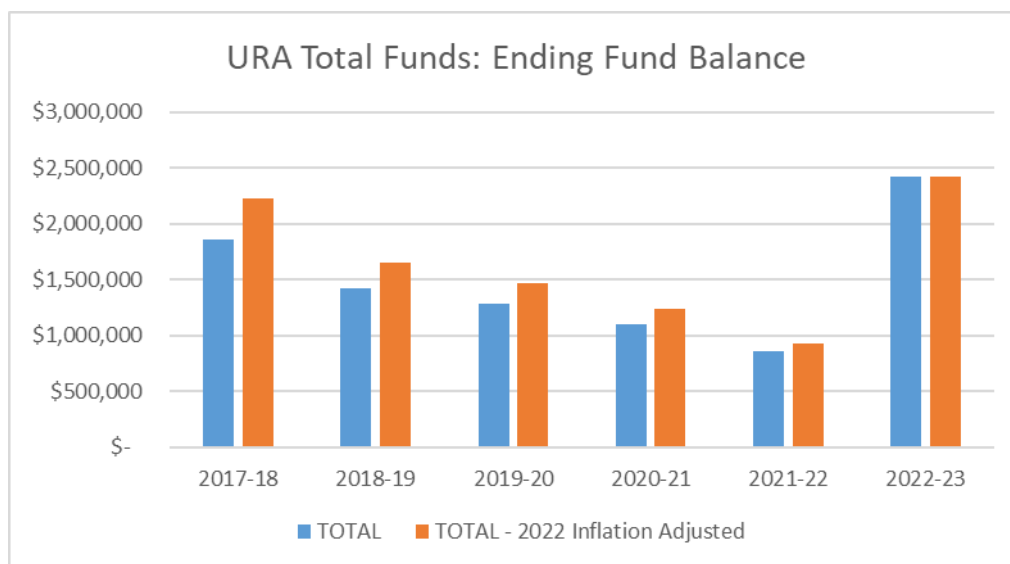
Transfers

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 2022-2023 the URA is proposing to transfer \$690,000 to the City for the Bolton Hill Sports Complex Master Plan and Community Center upgrade.

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 increase by almost \$1.5 million. As a result of minimal actual expenditures in the prior budget year, the beginning fund balance was approximately \$1.5 million more than budgeted, which will carry forward for the current budget year. The table 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. The table includes inflation-adjusted numbers for comparison over time.



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								
FUNDS BY TYPE	MATERIALS & SERVICES	CAPITAL OUTLAY	DEBT SERVICE	TRANSFERS	CONTIN- GENCY	TOTAL EXPENDI- TURES	ENDING FUND BALANCE	TOTAL REQUIRE- MENTS
							PROJECTED FUND BALANCE @ 6-30 2023	(Expenditures + Ending Fund Balance)
GENERAL FUND:								
General Fund	403,500	-	-	690,000	10,000	1,103,500	330,907	1,434,407
DEBT SERVICE FUND:								
Debt Service	-	-	702,500	-	-	702,500	2,088,120	2,790,620
TOTALS	\$ 403,500	\$ -	\$ 702,500	\$ 690,000	\$ 10,000	\$ 1,806,000	\$ 2,419,027	\$ 4,225,027

Section 11

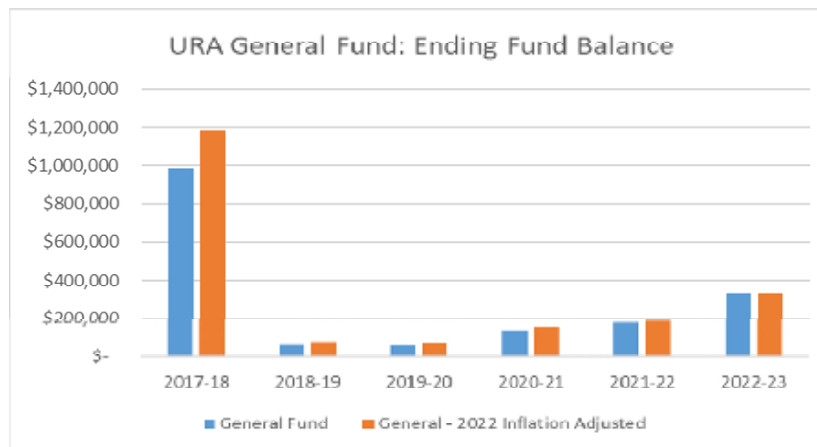
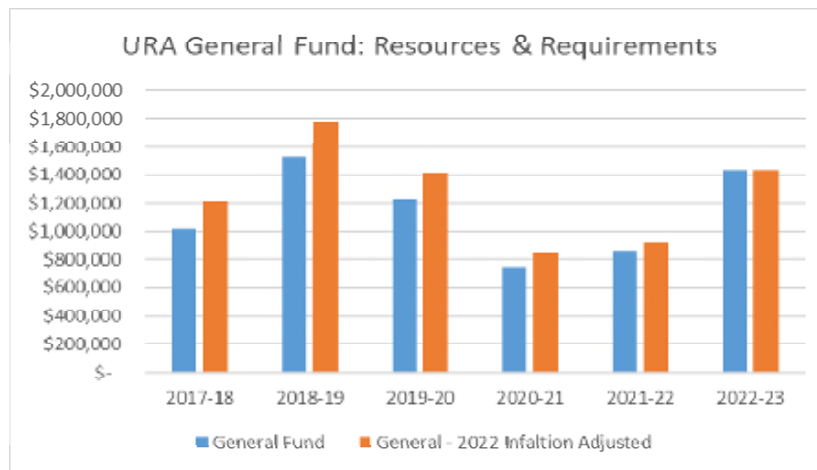


Veneta Urban Renewal Agency

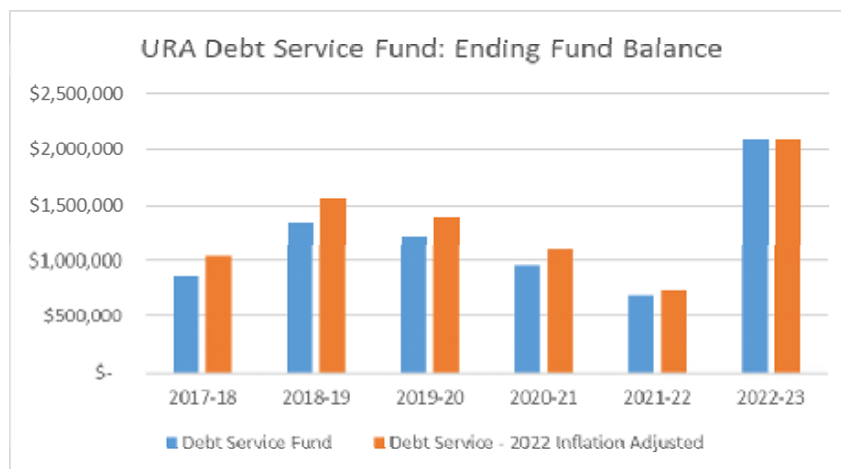
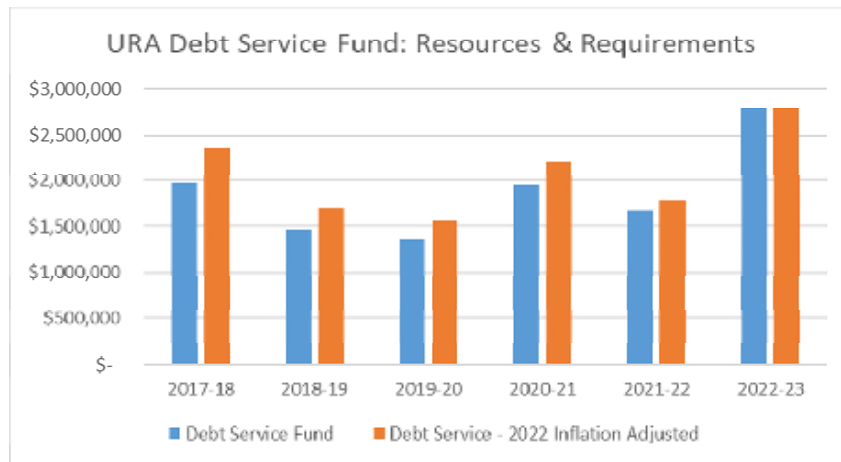
Urban Renewal Agency
Consolidated Financials

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URBAN RENEWAL AGENCY - GENERAL FUND				
2020 Actual	2021 Actual	2022 Adopted	Description	2023 Adopted
RESOURCES				
67,896	42,473	140,250	BEGINNING FUND BALANCE	733,937
600,000	700,000	700,000	Loan Proceeds	700,000
-	-	-	Grant Proceeds	-
1,200	72	15,000	Interest Income (LGIP)	470
669,096	742,545	855,250	Total Resources, except taxes to be levied	1,434,407
			Taxes estimated to be received	
			Taxes collected in year levied	
669,096	742,545	855,250	TOTAL RESOURCES	1,434,407
EXPENDITURES				
Materials & Services				
1,868	1,458	2,500	Administrative Supplies	2,000
-	-	1,000	Public Relations/Marketing	-
1,356	-	50,000	Redevelopment Toolkit	90,000
-	-	250,000	Business Assistance Program	250,000
-	1,150	1,000	Debt Issuance Costs	1,000
-	-	1,000	Farmer's Market	-
10,000	-	10,000	Administration Functions by City	5,000
-	4,270	10,000	Legal Fees	10,000
500	200	500	Audit Fees	500
-	-	5,000	Downtown Retail Marketing Implementation	30,000
10,990	300	10,000	Other Professional Services	15,000
24,714	7,378	341,000	Materials & Services Total	403,500
Transfers				
93,312	-	83,981	COV Water System Expansion	-
150,000	-	65,000	COV Park Facilities	690,000
-	-	81,000	COV Local Improvement	-
356,000	-	70,000	COV Economic Development	-
2,597	-	30,000	COV General Fund	-
601,909	-	329,981	Transfers Total	690,000
-	-	10,000	Contingency	10,000
626,623	7,378	680,981	TOTAL EXPENDITURES	1,103,500
42,473	735,167		ENDING FUND BALANCE	
		174,269	ESTIMATED FUND BALANCE	330,907
669,096	742,545	855,250	TOTAL REQUIREMENTS	1,434,407



URBAN RENEWAL AGENCY - DEBT SERVICE FUND				
2020 Actual	2021 Actual	2022 Adopted	Description	2023 Adopted
RESOURCES				
1,348,022	1,261,498	876,500	BEGINNING FUND BALANCE	1,972,138
23,810	7,111	12,500	Interest Income (LGIP)	4,600
11,586	13,278	10,500	Previously Levied Taxes	9,700
1,676	1,725	1,000	Interest on Taxes	1,300
460	103	450	Investment Income on Taxes	150
1,611	2,672	1,200	In-Lieu/Other	2,900
1,387,165	1,286,387	902,150	Total Resources, except taxes to be levied	1,990,788
		765,190	Taxes estimated to be received	799,832
753,802	787,467		Taxes collected in year levied	
2,140,967	2,073,854	1,667,340	TOTAL RESOURCES	2,790,620
EXPENDITURES				
Debt Service				
"Du Jour" Line of Credit Loan Principal Payment				
			Issue Date:	Payment Date:
600,000	700,000	700,000	2022 Key Bank	July
600,000	700,000	700,000		Total Principal
"Du Jour" Line of Credit Loan Interest Payment				
			Issue Date:	Payment Date:
-	214	2,500	2022 Key Bank	July
-	214	2,500		Total Interest
Water Bonds Principal Payments				
			Issue Date:	Payment Date:
250,000	265,000	265,000	2001 Water Bonds	February
250,000	265,000	265,000		Total Principal
Water Bonds Interest Payments				
			Issue Date:	Payment Date:
28,969	14,906	15,000	2001 Water Bonds	February
500	500	500	Bond Agent Fees	
879,469	980,620	983,000	Debt Service Total	702,500
879,469	980,620	983,000	TOTAL EXPENDITURES	702,500
1,261,498	1,093,234		ENDING FUND BALANCE	
		684,340	ESTIMATED FUND BALANCE	2,088,120
2,140,967	2,073,854	1,667,340	TOTAL REQUIREMENTS	2,790,620



Appendix A



Glossary List of Acronyms

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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:	<p>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.</p> <p>For budgeting purposes capital outlay is broken down further by the following types:</p> <p><i>Expansion or acquisition</i> – newly acquired or built; addition to existing systems or structures (i.e. land purchase, constructing a new building).</p> <p><i>Rehabilitation</i> – major repairs, maintenance, or re-builds to return asset or system to original function (i.e. street overlay, engine rebuild).</p> <p><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).</p>

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.
Personnel 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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Appendix B



City Budget Detail Pages

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SUMMARY OF RESOURCES													SUMMARY OF REQUIREMENTS									
FUNDS BY TYPE	BEGINNING FUND BALANCE											TOTAL NEW REVENUE	TOTAL RESOURCES (Beginning Fund Balance + New Revenue)	PERSONNEL SERVICES	MATERIALS & SERVICES	CAPITAL OUTLAY	DEBT SERVICE	TRANSFERS	CONTINGENCY	TOTAL EXPENDI- TURES	ENDING FUND BALANCE PROJECTED @ 6-30-2023	TOTAL REQUIRE- MENTS (Expenditures + Ending Fund Balance)
	PROJECTED FUND BALANCE @ 7-1-2022	PROPERTY TAXES	GOVERNMENT AGENCIES	FRANCHISE FEES	USER FEES	TRANSFERS	LICENSES AND PERMITS	COURT FINES	INTEREST INCOME	GRANTS	ALL OTHER											
GENERAL FUND:																						
General Fund	2,166,277	340,296	1,119,129	148,300	7,500	323,000	6,600	2,400	10,300	121,700	70,500	2,149,725	4,316,002	612,500	531,700	563,700	-	60,000	160,000	1,927,900	2,388,102	4,316,002
SPECIAL REVENUE FUNDS:																						
Law Enforcement	351,782	894,189	36,770	19,000	85,200	10,000	-	-	5,900	-	-	1,051,059	1,402,841	-	973,038	-	-	-	5,000	978,038	424,803	1,402,841
Parks & Recreation	630,821	373,595	78,370	-	51,800	710,000	-	-	4,400	50,000	3,700	1,271,865	1,902,686	429,600	191,850	876,500	-	-	70,000	1,567,950	334,736	1,902,686
Planning	244,251	178,998	-	-	44,100	-	-	-	2,900	-	28,800	254,798	499,049	171,100	80,800	-	-	-	40,000	291,900	207,149	499,049
Streets	2,868,540	-	351,900	151,200	177,500	-	-	-	15,500	-	700	696,800	3,565,340	187,900	1,297,400	12,500	-	-	80,000	1,577,800	1,987,540	3,565,340
Stormwater	285,971	-	-	-	74,200	-	-	-	2,800	-	100	77,100	363,071	48,500	8,000	18,000	-	-	20,000	94,500	268,571	363,071
Building Inspection Program	23,137	-	-	-	69,900	60,000	-	-	300	-	-	130,200	153,337	35,900	97,000	-	-	-	-	132,900	20,437	153,337
Governmental SDC	1,065,685	-	-	-	254,100	-	-	-	18,700	-	-	272,800	1,338,485	-	200	62,500	-	-	-	62,700	1,275,785	1,338,485
Grant	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Zumwalt	143,816	-	-	-	83,700	-	-	-	900	-	-	84,600	228,416	33,900	66,100	-	-	32,000	-	132,000	96,416	228,416
Business Assistance	165,708	-	-	-	-	-	-	-	1,000	88,750	-	89,750	255,458	-	150,000	-	-	1,000	-	151,000	104,458	255,458
Local Improvement	295,892	-	-	-	-	-	-	-	2,200	-	9,500	11,700	307,592	-	2,700	-	16,061	-	-	18,761	288,831	307,592
ENTERPRISE FUNDS:																						
Water	3,561,618	-	-	-	1,142,200	-	-	-	12,900	-	34,400	1,189,500	4,751,118	361,800	449,200	285,000	215,578	-	200,000	1,511,578	3,239,540	4,751,118
Sewer	4,304,300	-	-	-	1,431,200	-	-	-	13,300	-	17,000	1,461,500	5,765,800	398,600	381,300	32,500	95,200	-	110,000	1,017,600	4,748,200	5,765,800
Water SDC	262,162	-	-	-	197,300	-	-	-	1,000	-	-	198,300	460,462	-	20,000	-	215,578	-	-	235,578	224,884	460,462
Sewer SDC	812,743	-	-	-	172,500	-	-	-	6,100	-	-	178,600	991,343	-	-	150,000	95,125	-	-	245,125	746,218	991,343
CAPITAL PROJECT FUNDS:																						
Capital Project - Pool	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Capital Project - W Broadway	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
DEBT SERVICE FUND:																						
Debt Service	220,304	97,467	-	-	-	-	-	-	1,400	-	-	98,867	319,171	-	-	-	91,609	-	-	91,609	227,563	319,171
RESERVE FUNDS:																						
PW Equipment	180,815	-	-	-	-	-	-	-	1,400	-	-	1,400	182,215	-	-	40,000	-	-	-	40,000	142,215	182,215
Governmental Reserve	183,497	-	-	-	-	-	-	-	4,600	-	-	4,600	188,097	-	-	-	-	-	-	-	188,097	188,097
Enterprise Reserve	224,799	-	-	-	-	-	-	-	700	-	-	700	225,499	-	-	-	-	-	-	-	225,499	225,499
TOTALS	\$ 17,992,115	\$ 1,884,546	\$ 1,586,169	\$ 318,500	\$ 3,791,200	\$ 1,103,000	\$ 6,600	\$ 2,400	\$ 106,300	\$ 260,450	\$ 164,700	\$ 9,223,864	\$ 27,215,979	\$ 2,279,800	\$ 4,249,288	\$ 2,040,700	\$ 729,151	\$ 93,000	\$ 685,000	\$ 10,076,939	\$ 17,139,040	\$ 27,215,979

GENERAL FUND

	2020 Actual	2021 Actual	2022 Adopted	Description RESOURCES	2023 Requested	2023 Approved	2023 Adopted
1	1,492,797	1,505,843	813,750	BEGINNING FUND BALANCE	2,562,166	2,166,277	2,166,277
2	4,761	5,199	5,900	Property Taxes-Prior Years	5,900	5,900	5,900
3	660	689	550	Interest on Property Taxes	500	500	500
4	2,841	2,923	2,600	Payments in Lieu of Taxes	2,700	2,700	2,700
5	81,912	101,822	95,000	Emerald PUD Franchise Fees	89,000	89,000	89,000
6	25,989	-	25,000	Lane Electric Franchise Fees	26,200	26,200	26,200
7	6,161	4,600	4,500	Telephone Co. Franchise Fees	3,600	3,600	3,600
8	16,697	8,547	15,000	Cable Co. Franchise Fees	15,000	15,000	15,000
9	13,533	10,507	13,000	Garbage Co. Franchise Fees	14,500	14,500	14,500
10	85,126	50,662	97,000	State Liquor Tax	92,100	92,100	92,100
11	5,239	4,626	5,400	State Cigarette Tax	3,700	3,700	3,700
12	75	-	-	Electrical Permit Fees	-	-	-
13	19,891	9,420	6,500	SDC Administrative Fees	24,900	24,900	24,900
14	499	202	250	FRSD #28J Excise Admin Fees	200	200	200
15	6,600	5,260	5,500	Lien Search Fees	5,900	5,900	5,900
16	31,660	11,818	11,500	Interest Income	9,800	9,800	9,800
17	43,229	294,944	42,000	Land Lease	37,700	37,700	37,700
18	-	48	-	From Grant Fund	-	-	-
19	2,000	-	-	From Zumwalt Campground Fund	2,000	2,000	2,000
20	1,000	1,000	1,000	From Business Assistance Grant Fund	1,000	1,000	1,000
21	50,771	188,361	714,500	Grant Awards - ARPA	1,023,329	1,023,329	1,023,329
22	4,226	87	30,000	From URA Staff & Other Reimb	-	-	-
23	10,000	-	10,000	URA Administrative Agreement	5,000	5,000	5,000
24	8,262	8,614	6,000	Municipal Court Fines	2,400	2,400	2,400
25	650	300	600	Tree Felling Permits/Fines	1,800	1,800	1,800
26	138	149	-	Ordinance Enf. Reimbursements	-	-	-
27	1,712	1,949	2,600	Animal Control Fees/Licenses	2,000	2,000	2,000
28	2,573	2,646	2,200	Business Registrations	2,300	2,300	2,300
29	850	575	300	Regulatory Business Permits	500	500	500
30	1,249	1,866	1,600	Transient Room Tax	1,600	1,600	1,600
31	20,350	12,325	10,000	Grant-Lane Co Tourism (RMTP)	11,000	11,000	11,000
32	-	-	70,000	From Urban Renewal Agency	320,000	320,000	320,000
33	15,385	5,271	4,500	Miscellaneous Sources - CDBG	85,700	85,700	85,700
34	-	-	-	Business OR Grants	25,000	25,000	25,000
35	1,956,835	2,240,252	1,996,750	Total Resources, except taxes to be levied	4,377,494	3,981,606	3,981,606
36			300,100	Taxes estimated to be received	334,396	334,396	334,396
37	279,722	292,282		Taxes collected in year levied			
38	2,236,557	2,532,534	2,296,850	TOTAL RESOURCES	4,711,890	4,316,002	4,316,002

39

GENERAL FUND

	2020 Actual	2021 Actual	2022 Adopted	Description RESOURCES	2023 Requested	2023 Approved	2023 Adopted
40				EXPENDITURES			
41				Admin Personnel Services			
42	209,814	227,337	232,850	Wages	248,900	248,900	248,900
43	13,363	11,266	22,500	Unemployment Reimbursement	-	-	-
44	22,470	22,915	17,700	W/C and FICA Benefits	19,100	19,100	19,100
45	48,161	47,203	50,850	Health/Life Insurance	50,300	50,300	50,300
46	50,238	49,754	52,850	PERS	64,300	64,300	64,300
47	344,046	358,475	376,750	Admin Personnel Services Total	382,600	382,600	382,600
48	3.27	3.33	3.27	TOTAL FULL-TIME EQUIVALENT (FTE)	3.14	3.14	3.14
49							
50				Admin Materials & Services			
51	12,653	15,430	18,200	Admin Supplies & Services	48,000	23,200	23,200
52	531	-	-	Postage	-	-	-
53	3,379	2,741	3,500	Professional Dues	3,400	3,400	3,400
54	580	3,670	500	Publishing	1,700	1,700	1,700
55	7,001	6,823	7,700	Telephone Services	7,400	7,400	7,400
56	3,805	5,710	6,500	Electricity	5,500	5,500	5,500
57	3,004	3,583	4,500	Water/Sewer Fees	3,900	3,900	3,900
58	7,531	11,344	15,000	Building Maint/Janitorial Sup	14,800	14,800	14,800
59	49	204	400	Safety Program and Supplies	300	300	300
60	502	-	-	Office Machine Leases	-	-	-
61	1,107	-	-	Office Machine Maintenance	-	-	-
62	2,218	1,874	-	Training & Conferences	1,500	1,500	1,500
63	1,229	311	500	Mileage, Lodging & Other Travel	800	800	800
64	3,842	4,849	4,000	Miscellaneous/Discretionary	4,400	4,400	4,400
65	900	60	150	Training & Travel-Officials	1,300	1,300	1,300
66	11,981	8,608	2,500	Public Relations	69,100	69,100	69,100
67	2,623	502	-	Recognition	-	-	-
68	480	353	-	Wellness Program	-	-	-
69	1,599	-	-	Welcome Sign Maintenance	-	-	-
70	125	15	100	Refunds	100	100	100
71	-	-	500	Penalties/Interest	200	200	200
72	4,430	1,812	1,500	Office Equipment & Furnishings	2,700	2,700	2,700
73	21,797	25,307	20,000	Attorney & Legal Services	29,700	27,400	27,400
74	9,150	11,110	13,000	General Property/Liability/Volunteer W/C	11,500	11,500	11,500
75	694	694	900	Employee Bond Insurance	800	800	800
76	3,132	3,180	1,000	Audit & Filing Fees	3,300	3,300	3,300
77	16,989	7,166	15,000	Computer System Support-Maint	13,700	13,500	13,500
78	2,150	1,792	1,400	Internet & Web Site Fees	1,900	1,900	1,900
79	6,289	-	-	Janitorial Services Contract	2,200	2,200	2,200
80	20,461	-	15,000	Low Income Housing Assistance	12,200	12,200	12,200
81	20,350	12,325	16,000	Tourism Support/Projects	16,800	16,800	16,800
82	2,913	-	10,000	Engineering Fees	4,500	4,500	4,500
83	-	-	1,250	Long Tom Watershed Council	-	-	-
84	-	-	1,000	Applegate Museum Activities	-	-	-
85	-	125,461	-	CARES COVID-19 Related	-	-	-
86	-	708	100,000	ARPA Related-COVID 19	-	-	-
87	-	-	15,000	Urban Forest Program	15,000	15,000	15,000
88	-	1,338	3,500	Fern Ridge Service Center	1,700	1,700	1,700
89	6,325	3,524	1,000	Other Professional Services	3,800	3,800	3,800
90	150	673	500	Equip & Vehicle Maintenance & Repairs	500	-	500
91	179,968	261,167	280,100	Admin Materials & Services Total	282,200	254,900	255,400

GENERAL FUND

	2020 Actual	2021 Actual	2022 Adopted	Description RESOURCES	2023 Requested	2023 Approved	2023 Adopted
92							
93				Admin Capital Outlay			
94	17,130	168	35,000	System Expansion	130,000	130,000	130,000
95	-	1,000	10,000	Equipment & Furnishings	3,800	3,800	3,800
96	60	-	-	Equipment	100	100	100
97	17,190	1,168	45,000	Admin Capital Outlay Total	133,900	133,900	133,900
98							
99				HR Materials & Services			
100	-	-	500	Admin Supplies and Services	600	600	600
101	-	-	1,000	Recruitment	20,000	20,000	20,000
102	-	-	25,000	Emp. Masters Incentive Program	-	-	-
103	-	-	900	Employee Wellness Program	1,000	1,000	1,000
104	-	-	1,000	Employee Recognition	2,000	2,000	2,000
105	-	-	28,400	HR Materials & Services Total	23,600	23,600	23,600
106							
107				Court Personnel Services			
108	36,437	29,159	31,150	Wages	36,400	36,400	36,400
109	3,837	2,589	2,650	W/C and FICA Benefits	3,200	3,200	3,200
110	8,283	7,601	7,600	Health/Life Insurance	8,400	8,400	8,400
111	9,959	7,141	7,900	PERS	10,800	10,800	10,800
112	58,516	46,490	49,300	Court Personnel Services Total	58,800	58,800	58,800
113	0.49	0.49	0.49	TOTAL FULL-TIME EQUIVALENT (FTE)	0.52	0.52	0.52
114							
115				Court Materials & Services			
116	-	533	400	Admin Supplies & Services	400	400	400
117	80	299	1,000	Professional Dues	500	500	500
118	-	563	500	Building Maint/Janitorial Sup	400	400	400
119	123	-	-	Office Machine Leases	100	100	100
120	259	156	-	Training & Conferences	200	200	200
121	75	27	250	Mileage, Lodging & Other Travel	200	200	200
122	-	-	150	Public Relations	100	100	100
123	-	-	350	Refunds	200	200	200
124	-	-	50	Restitution - Court Ordered	100	100	100
125	-	-	50	Witness Fees	100	100	100
126	117	-	-	Municipal Court Supplies	100	100	100
127	-	-	1,000	Attorney & Legal Services	400	400	400
128	-	1,575	3,000	General Property/Liability/Volunteer W/C	1,600	1,600	1,600
129	-	-	450	Audit & Filing Fees	200	200	200
130	2,057	3,161	6,050	Computer System Support-Maint	3,900	3,900	3,900
131	123	246	400	Internet & Web Site Fees	300	300	300
132	4,452	4,452	5,100	Judicial Services	4,700	4,700	4,700
133	7,286	11,013	18,750	Court Materials & Services Total	13,500	13,500	13,500
134							

GENERAL FUND

	2020 Actual	2021 Actual	2022 Adopted	Description RESOURCES	2023 Requested	2023 Approved	2023 Adopted
135				Code Enf Personnel Services			
136	22,047	30,868	31,150	Wages	38,500	38,500	38,500
137	1,931	2,882	2,750	W/C and FICA Benefits	3,200	3,200	3,200
138	5,345	8,171	7,900	Health/Life Insurance	8,400	8,400	8,400
139	5,955	7,716	8,200	PERS	10,800	10,800	10,800
140	35,278	49,637	50,000	Code Enf Personnel Services Total	60,900	60,900	60,900
141	0.51	0.5	0.51	TOTAL FULL-TIME EQUIVALENT (FTE)	0.52	0.52	0.52
142							
143				Code Enf Materials & Services			
144	-	820	800	Admin Supplies & Services	600	600	600
145	-	388	1,000	Professional Dues	500	500	500
146	-	577	-	Building Maint/Janitorial Sup	200	200	200
147	164	-	300	Office Machine Leases	200	200	200
148	86	151	-	Training & Conferences	200	200	200
149	-	-	100	Mileage, Lodging & Other Travel	100	100	100
150	-	-	100	Public Relations	100	100	100
151	624	-	-	Animal Control: Supplies/Admin	300	300	300
152	-	-	200	Animal Control: Voucher Program	200	200	200
153	5,492	4,213	6,500	Animal Control: Feral Program	5,600	5,600	5,600
154	-	499	1,000	Attorney & Legal Services	600	600	600
155	-	1,634	3,000	General Property/Liability/Volunteer W/C	1,600	1,600	1,600
156	-	-	500	Audit & Filing Fees	200	200	200
157	185	1,611	3,000	Computer System Support-Maint	1,700	1,700	1,700
158	111	255	400	Internet & Web Site Fees	300	300	300
159	425	(277)	2,500	Ordinance Enforcement Services	100	100	100
160	1,685	878	1,500	Animal Control Contract	1,400	1,400	1,400
161	8,773	10,749	20,900	Code Enf Materials & Services Total	13,900	13,900	13,900
162							
163				Urban Forestry Materials & Services			
164	9,383	-	-	Urban Forestry Activities	-	-	-
165	9,383	-	-	Urban Forestry Materials & Services Total	-	-	-
166							
167				Fern Ridge Serv Ctr Materials & Services			
168	2,538	-	-	Water/Sewer Fees	-	-	-
169	30	-	-	Building Maint & Janitorial	79,750	-	-
170	2,568	-	-	Fern Ridge Serv Ctr Materials & Services Total	79,750	-	-
171							
172				Fern Ridge Serv Ctr Capital Outlay			
173	-	-	-	System Improvements	79,800	79,800	79,800
174	-	-	-	Fern Ridge Serv Ctr Capital Outlay Total	79,800	79,800	79,800
175							

GENERAL FUND

	2020 Actual	2021 Actual	2022 Adopted	Description RESOURCES	2023 Requested	2023 Approved	2023 Adopted
176				Public Safety Personnel Services			
177	12,334	25,316	21,450	Wages	24,500	24,500	24,500
178	1,210	2,764	1,850	W/C and FICA Benefits	2,100	2,100	2,100
179	2,422	3,623	5,350	Health/Life Insurance	5,500	5,500	5,500
180	2,936	4,235	5,550	PERS	7,100	7,100	7,100
181	18,902	35,937	34,200	Public Safety Personnel Services Total	39,200	39,200	39,200
182	0.35	0.35	0.35	TOTAL FULL-TIME EQUIVALENT (FTE)	0.35	0.35	0.35
183							
184				Public Safety Materials & Services			
185	900	1,266	3,500	Admin Supplies & Services	4,000	4,000	4,000
186	-	247	500	Professional Dues	300	300	300
187	-	389	400	Building Maint/Janitorial Sup	300	300	300
188	-	99	-	Training & Conferences	100	100	100
189	-	-	200	Mileage, Lodging & Other Travel	100	100	100
190	-	-	150	Miscellaneous/Discretionary	100	100	100
191	-	10	250	Public Relations	1,200	1,200	1,200
192	-	1,109	2,000	General Property/Liability/Volunteer W/C	1,100	1,100	1,100
193	-	-	350	Audit & Filing Fees	200	200	200
194	-	1,022	2,000	Computer System Support-Maint	1,100	1,100	1,100
195	-	247	400	Internet & Web Site Fees	300	300	300
196	-	-	50,000	Wildfire Preparedness	50,000	50,000	50,000
197	-	212	5,000	Other Professional Services	1,800	1,800	1,800
198	900	4,601	64,750	Public Safety Materials & Services Total	60,600	60,600	60,600
199							
200				Econ Dev Personnel Services			
201	319	30,499	38,500	Wages	46,200	46,200	46,200
202	25	2,993	3,150	W/C and FICA Benefits	3,600	3,600	3,600
203	-	3,934	8,900	Health/Life Insurance	9,300	9,300	9,300
204	-	5,292	9,350	PERS	11,900	11,900	11,900
205	343	42,718	59,900	Econ Dev Personnel Services Total	71,000	71,000	71,000
206	0.58	0.51	0.58	TOTAL FULL-TIME EQUIVALENT (FTE)	0.58	0.58	0.58
207							
208				Econ Dev Materials & Services			
209	12,251	7,155	12,700	Admin Supplies & Services	11,100	11,100	11,100
210	-	313	500	Professional Dues	800	600	600
211	678	2,435	3,100	Building Maint/Janitorial Sup	2,200	2,200	2,200
212	-	165	-	Training & Conferences	1,100	1,100	1,100
213	-	-	1,000	Mileage, Lodging & Other Travel	1,100	1,100	1,100
214	10	528	1,000	Miscellaneous	1,100	1,100	1,100
215	-	71	250	Public Relations	200	200	200
216	-	12,378	10,000	Pop Up Retail	10,000	10,000	10,000
217	-	1,634	3,000	General Property/Liability/Volunteer W/C	1,600	1,600	1,600
218	-	-	600	Audit & Filing Fees	300	300	300
219	-	1,608	4,000	Computer System Support-Maint	2,000	2,000	2,000
220	-	255	250	Internet & Web Site Fees	200	200	200
221	-	25,389	70,000	Economic Incentives	70,000	70,000	70,000
222	9,625	23,500	25,000	Intern Program	25,000	25,000	25,000
223	-	12,985	20,000	Other Professional Services	13,200	13,200	13,200
224	-	-	21,350	Grant Matching	25,000	25,000	25,000
225	22,563	88,414	172,750	Econ Dev Materials & Services Total	164,900	164,700	164,700
226							
227				Econ Dev Capital Outlay			
228				System Expansion - Broadband Utility - ARPA	350,000	350,000	350,000
229				Econ Dev Capital Outlay Total	350,000	350,000	350,000

GENERAL FUND

	2020 Actual	2021 Actual	2022 Adopted	Description RESOURCES	2023 Requested	2023 Approved	2023 Adopted
230							
231				Interfund Transfers			
232	25,000	55,000	55,000	To Building Inspection Fund	60,000	60,000	60,000
233	25,000	55,000	55,000	Interfund Transfers Total	60,000	60,000	60,000
234							
235	-	-	75,000	Operating Contingency	170,000	160,000	160,000
236							
237	5.20	5.18	5.20	TOTAL FULL-TIME EQUIVALENT (FTE)	5.11	5.11	5.11
238	730,715	965,367	1,330,800	TOTAL EXPENDITURES	1,964,850	1,927,400	1,927,900
239	1,505,843	1,567,167		ENDING FUND BALANCE			
240			966,050	ESTIMATED ENDING FUND BALANCE	2,747,040	2,388,602	2,388,102
241	2,236,557	2,532,534	2,296,850	TOTAL REQUIREMENTS	4,711,890	4,316,002	4,316,002

LAW ENFORCEMENT FUND

	2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
				RESOURCES			
1	238,463	279,697	243,650	BEGINNING FUND BALANCE	389,680	351,782	351,782
2	13,159	15,144	11,900	Property Taxes-Prior Years	14,200	14,200	14,200
3	1,834	1,966	1,000	Interest on Property Taxes	2,100	2,100	2,100
4	24,172	22,910	29,800	Communication License Fees	19,000	19,000	19,000
5	17,803	22,194	9,000	State Marijuana Tax	16,400	16,400	6,170
6	22,192	33,151	16,050	City Marijuana Tax	30,600	30,600	30,600
7	-	-	63,950	Public Safety Fee	85,200	85,200	85,200
8	5,552	2,223	2,500	Interest Income	3,800	3,800	3,800
9	10,000	10,000	10,000	From Zumwalt	10,000	10,000	10,000
10	333,174	387,285	387,850	Total Resources, except taxes to be levied	570,980	533,082	522,852
11			916,850	Taxes estimated to be received	879,989	879,989	879,989
12	854,708	893,085		Taxes collected in year levied			
13	1,187,882	1,280,369	1,304,700	TOTAL RESOURCES	1,450,969	1,413,071	1,402,841
14							
15				EXPENDITURES			
16				Materials & Services			
17	-	-	10,000	Admin Supplies & Services	8,500	8,500	8,500
18	-	-	-	Telephone	-	-	-
19	-	-	-	Electricity	-	-	-
20	29	372	150	Building Maint/Janitorial Sup	200	200	200
21	-	-	-	Public Relations	-	-	-
22	-	-	5,000	Office Equipment & Furnishings	7,500	7,500	7,500
23	258	-	-	Internet & Web Site Fees	100	100	100
24	907,898	937,879	921,450	Law Enforcement Contract	956,800	956,738	956,738
25	-	-	-	Other Professional Services	-	-	-
26	908,185	938,251	936,600	Materials & Services Total	973,100	973,038	973,038
27							
28	-	-	500	Operating Contingency	5,000	5,000	5,000
29							
30	908,185	938,251	937,100	TOTAL EXPENDITURES	978,100	978,038	978,038
31	279,697	342,119		ENDING FUND BALANCE			
32			367,600	ESTIMATED ENDING FUND BALANCE	472,869	435,033	424,803
33	1,187,882	1,280,369	1,304,700	TOTAL REQUIREMENTS	1,450,969	1,413,071	1,402,841

PARK AND RECREATION FUND

	2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
				RESOURCES			
1	1,135,018	588,798	435,700	BEGINNING FUND BALANCE	546,360	630,821	630,821
2	3,670	4,300	3,700	Property Taxes-Prior Years	4,000	4,000	4,000
3	493	531	300	Interest on Property Taxes	300	300	300
4	55,692	92,871	37,200	State Revenue Sharing	41,600	41,600	41,600
5	17,803	22,194	7,500	State Marijuana Taxes	6,800	6,800	6,170
6	22,191	33,150	15,000	City Marijuana Tax	30,600	30,600	30,600
7	12,572	5,479	4,850	Interest Income	4,100	4,100	4,100
8	20,000	20,000	10,000	From Zumwalt Fund	20,000	20,000	20,000
9	5,000	-	125,000	Grant Awards	50,000	50,000	50,000
10	150,000	-	40,000	From Urban Renewal Agency	690,000	665,000	690,000
11	-	71,367	-	From Capital Projects - Pool Facilities	-	-	-
12	2,655	-	1,200	Community Center Rentals	1,800	1,800	1,800
13	36,942	14,173	4,500	Pool Use Fees	50,000	50,000	50,000
14	-	300	500	Park Program Donations	900	900	900
15	10	30	50	Park Board Fundraising	2,600	2,600	2,600
16	5	28	50	Miscellaneous Sources	200	200	200
17	1,462,051	853,220	685,550	Total Resources, except taxes to be levied	1,449,260	1,508,721	1,533,091
18			266,750	Taxes estimated to be received	369,595	369,595	369,595
19	248,643	259,807		Taxes collected in year levied			
20	1,710,694	1,113,027	952,300	TOTAL RESOURCES	1,818,855	1,878,316	1,902,686
21							

PARK AND RECREATION FUND

	2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
22				EXPENDITURES			
23				Park Personnel Services			
24	79,956	92,219	85,900	Wages	129,300	129,300	129,300
25	7,475	9,088	10,750	W/C and FICA Benefits	11,400	11,400	11,400
26	20,727	23,526	26,700	Health/Life Insurance	26,300	26,300	26,300
27	18,888	21,028	28,250	PERS	34,600	34,600	34,600
28	127,046	145,861	151,600	Park Personnel Services Total	201,600	201,600	201,600
29	1.88	1.88	2.11	TOTAL FULL-TIME EQUIVALENT (FTE)	1.63	1.63	1.63
30							
31				Park Materials & Services			
32	1,667	947	1,200	Admin Supplies & Services	1,200	1,200	1,200
33	55	-	-	Postage	-	-	-
34	682	1,275	2,000	Professional Dues	2,000	2,000	2,000
35	280	309	300	Publishing	300	300	300
36	531	1,538	1,800	Telephone Services	1,200	1,200	1,200
37	2,115	2,530	2,800	Electricity	3,000	3,000	3,000
38	-	1,489	1,000	Building Maint/Janitorial Supplies	4,400	4,400	4,400
39	273	224	400	Safety Program and Supplies	700	700	700
40	85	-	-	Office Machine Leases	-	-	-
41	198	490	-	Training & Conferences	600	600	600
42	151	55	200	Mileage, Lodging & Other Travel	200	200	200
43	-	-	100	Public Relations	-	-	-
44	565	-	-	Refunds	200	100	100
45	352	573	500	Office Equipment & Furniture	500	500	500
46	-	-	-	Computer Equipment	-	-	-
47	152	2,942	13,050	Tools & Small Equipment	2,000	2,000	2,000
48	-	-	650	Attorney & Legal Services	2,400	1,500	1,500
49	1,641	3,034	3,000	General Property/Liability/Volunteer W/C	3,300	3,300	3,300
50	1,513	1,440	500	Audit & Filing Fees	2,000	1,600	1,600
51	3,841	4,719	8,500	Computer System Support-Maint	3,600	3,200	3,200
52	137	546	900	Internet & Web Site Fees	500	400	400
53	-	1,132	15,000	Other Professional Services	2,000	2,000	2,000
54	1,249	3,298	3,000	Equip & Vehicle Maintenance & Repairs	3,000	3,000	3,000
55	-	10,415	25,000	Park Maintenance	33,500	33,500	33,500
56	372	-	-	Territorial Park Electricity	-	-	-
57	10,170	9,924	11,700	Water/Sewer	12,600	11,700	11,700
58	1,998	-	-	Equipment Repairs	-	-	-
59	22,455	-	-	Park Maintenance	-	-	-
60	342	-	-	Building Maintenance	-	-	-
61	-	-	-	Play Equipment Maintenance	-	-	-
62	1,017	985	800	Park Board Events & Activities	3,200	1,500	1,500
63	-	-	500	Park Board Use of Fundraising	100	100	100
64	51,840	47,864	92,900	Park Materials & Services Total	82,500	78,000	78,000
65							
66				Park Capital Outlay			
67	59,277	120,814	60,000	Facilities Expansion	785,000	785,000	440,000
68	-	-	45,000	Equipment/Furniture	1,500	1,500	1,500
69	59,277	120,814	105,000	Park Capital Outlay Total	786,500	786,500	441,500

PARK AND RECREATION FUND

	2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
70							
71				Pool Personnel Services			
72	93,542	50,854	113,150	Wages	189,400	189,400	189,400
73	8,445	5,001	9,000	W/C and FICA Benefits	12,500	12,500	12,500
74	13,607	13,852	12,400	Health/Life Insurance	8,700	8,700	8,700
75	10,658	9,742	14,050	PERS	17,400	17,400	17,400
76	126,252	79,450	148,600	Pool Personnel Services Total	228,000	228,000	228,000
77	1.75	1.75	1.79	TOTAL FULL-TIME EQUIVALENT (FTE)	5.20	5.20	5.20
78							
79				Pool Materials & Services			
80	2,332	2,221	2,500	Admin Supplies & Services	2,500	2,500	2,500
81	-	469	500	Professional Dues	500	500	500
82	128	256	250	Publishing	400	300	300
83	-	2,246	1,900	Building Maint/Janitorial Supplies	5,000	5,000	5,000
84	1,676	1,511	1,200	Safety Program and Supplies	1,500	1,500	1,500
85	294	973	-	Training & Conferences	1,000	1,000	1,000
86	297	27	350	Mileage, Lodging & Other Travel	100	100	100
87	-	-	150	Public Relations	150	150	150
88	-	-	300	Refunds	300	300	300
89	-	463	500	Office Equipment & Furniture	200	200	200
90	-	-	-	Computer Equipment	-	-	-
91	394	10,369	5,500	Tools & Small Equipment	5,500	5,500	5,500
92	3,235	2,450	4,500	General Property/Liability	2,700	2,700	2,700
93	-	-	1,600	Audit & Filing Fees	1,600	1,600	1,600
94	1,902	2,417	4,500	Computer System Support-Maint	1,500	1,400	1,400
95	1,324	1,153	1,450	Internet & Web Site Fees	700	700	700
96	-	153	70	Other Professional Services	100	100	100
97	9,462	6,438	25,000	Pool Operating Supplies	20,000	20,000	20,000
98	10,583	12,166	12,000	Pool Maintenance	12,000	12,000	12,000
99	1,495	-	-	Pool Bldg. Janitorial - Maint	1,500	1,500	1,500
100	18,642	24,586	20,000	Pool Utilities	20,000	20,000	20,000
101	18,723	-	19,000	Pool Fuel	19,000	19,000	19,000
102	753	542	1,250	Concession Supplies	1,300	1,300	1,300
103	250	1,590	1,500	Lifeguard Training	1,500	1,500	1,500
104	253	-	500	Swim Team and Program Supplies	500	500	500
105	1,718	-	2,500	Swim Aide Fees	2,000	2,000	2,000
106	334	-	500	Pool Events	500	500	500
107	73,796	70,030	107,520	Pool Materials & Services Total	102,050	101,850	101,850

PARK AND RECREATION FUND

	2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
108							
109				Community Ctr Materials & Services			
110	31	25	100	Admin Supplies & Services	200	200	200
111	1,791	2,808	4,500	Utilities	4,700	4,700	4,700
112	-	2,410	4,000	Building Maint/Janitorial Supplies	4,200	4,200	4,200
113	-	75	450	Refunds	300	300	300
114	-	331	300	Office Equipment & Furniture	200	200	200
115	396	1,750	2,200	General Property/Liability	2,200	2,200	2,200
116	3,200	202	300	Internet & Web Site Fees	300	200	200
117	2,571	-	-	Janitorial Contract	-	-	-
118	1,125	-	-	Building Maintenance and Supplies	-	-	-
119	9,113	7,601	11,850	Community Ctr Materials & Services Total	12,100	12,000	12,000
120							
121				Community Ctr Capital Outlay			
122				Facilities Expansion			435,000
123				Equipment/Furniture			-
124	-	-	-	Community Ctr Capital Outlay Total	-	-	435,000
125							
126				Interfund Transfer			
127	-	-	8,000	to PW Equipment Fund	-	-	-
128	-	-	8,000	Interfund Transfer Total	-	-	-
129							
130	-	-	10,000	Operating Contingency	70,000	70,000	70,000
131							
132	3.63	3.63	3.90	<i>TOTAL FULL-TIME EQUIVALENT (FTE)</i>	6.83	6.83	6.83
133	447,325	471,619	635,470	TOTAL EXPENDITURES	1,482,750	1,477,950	1,567,950
134	1,263,369	641,408		ENDING FUND BALANCE			
135			316,830	ESTIMATED ENDING FUND BALANCE	336,105	400,366	334,736
136	1,710,694	1,113,027	952,300	TOTAL REQUIREMENTS	1,818,855	1,878,316	1,902,686

PLANNING FUND

	2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
				RESOURCES			
1	257,721	238,248	267,650	BEGINNING FUND BALANCE	206,681	244,251	244,251
2	2,715	3,108	2,500	Property Taxes-Prior Years	3,000	3,000	3,000
3	399	420	300	Interest on Property Taxes	200	200	200
4	45,094	22,493	53,000	Land Use Fees	44,100	44,100	44,100
5	18,188	8,732	35,000	Developer Reimbursements	28,800	28,800	28,800
6	5,541	1,927	3,200	Interest Income	2,700	2,700	2,700
7	-	-	50	Miscellaneous Sources	-	-	-
8	-	-	35,000	From Urban Renewal Agency	-	-	-
9	329,658	274,929	396,700	Total Resources, except taxes to be levied	285,481	323,051	323,051
10			183,400	Taxes estimated to be received	175,998	175,998	175,998
11	170,942	178,617		Taxes collected in year levied			
12	500,600	453,546	580,100	TOTAL RESOURCES	461,479	499,049	499,049
13							
14				EXPENDITURES			
15				Personnel Services			
16	131,294	99,505	109,700	Wages	108,700	108,700	108,700
17	12,120	8,428	8,100	W/C and FICA Benefits	8,900	8,900	8,900
18	30,814	28,166	23,350	Health/Life Insurance	23,500	23,500	23,500
19	32,420	21,963	24,250	PERS	30,000	30,000	30,000
20	206,647	158,061	165,400	Personnel Services Total	171,100	171,100	171,100
21	1.82	1.47	1.49	TOTAL FULL-TIME EQUIVALENT (FTE)	1.47	1.47	1.47
22							

PLANNING FUND

	2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
23				Materials & Services			
24	1,323	2,833	2,500	Admin Services & Supplies	2,800	2,400	2,400
25	278	-	-	Postage	-	-	-
26	718	960	1,000	Professional Dues	1,100	800	800
27	1,165	1,234	900	Publishing Costs	1,600	1,100	1,100
28	1,374	1,240	1,400	Telephone	1,400	1,200	1,200
29	1,268	1,320	1,300	Electricity	1,400	1,200	1,200
30	449	535	600	Water/Sewer	-	-	-
31	762	3,090	4,000	Building Maint/Janitorial Sup	1,800	1,100	1,100
32	-	-	100	Safety Program and Supplies	-	-	-
33	409	-	-	Office Machine Lease	-	-	-
34	2,090	-	-	Office Machine Maintenance	-	-	-
35	314	595	-	Training & Conferences	1,000	1,000	1,000
36	376	137	400	Mileage, Lodging & Other Travel	200	200	200
37	-	-	100	Training/Travel - Commission	1,000	1,000	1,000
38	-	-	200	Public Relations	-	-	-
39	671	-	4,300	Refunds	6,100	6,100	6,100
40	627	893	1,500	Office Equipment & Furniture	400	400	400
41	-	-	-	Computer Equipment	-	-	-
42	20,467	6,975	15,000	Attorney & Legal Services	12,000	11,600	11,600
43	2,510	4,726	4,700	General Property/Liability/WC Ins	5,100	5,100	5,100
44	725	540	1,400	Audit & Filing Fees	800	700	700
45	5,021	4,661	8,400	Computer System Support-Maint	5,800	5,800	5,800
46	800	739	1,200	Internet & Web Site Fees	900	900	900
47	1,572	-	-	Janitorial Services Contract	-	-	-
48	-	-	-	Planning Assistance	-	-	-
49	12,784	25,796	110,000	Technical Review Services	43,600	39,400	39,400
50	-	1,111	1,500	Other Professional Services	800	800	800
51	55,705	57,386	160,500	Materials & Services Total	87,800	80,800	80,800
52							
53				Capital Outlay			
54	-	-	1,700	Office Equipment & Furniture	-	-	-
55	-	-	1,700	Capital Outlay Total	-	-	-
56							
57	-	-	25,000	Operating Contingency	40,000	40,000	40,000
58							
59	1.82	1.47	1.49	TOTAL FULL-TIME EQUIVALENT (FTE)	1.47	1.47	1.47
60	262,352	215,446	352,600	TOTAL EXPENDITURES	298,900	291,900	291,900
61	238,248	238,100		ENDING FUND BALANCE			
62			227,500	ESTIMATED ENDING FUND BALANCE	162,579	207,149	207,149
63	500,600	453,546	580,100	TOTAL REQUIREMENTS	461,479	499,049	499,049

STREET FUND

	2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
				RESOURCES			
1	1,669,092	1,958,290.86	1,123,371	BEGINNING FUND BALANCE	2,816,075	2,868,540	2,868,540
2	81,912	99,858	95,000	Emerald PUD Franchise Fees	89,000	89,000	89,000
3	25,989	-	25,000	Lane Electric Franchise Fees	26,200	26,200	26,200
4	6,161	4,412	4,000	Telephone Co. Franchise Fees	3,400	3,400	3,400
5	16,697	8,547	15,000	Cable Co. Franchise Fees	18,100	18,100	18,100
6	13,533	10,507	13,000	Garbage Co. Franchise Fees	14,500	14,500	14,500
7	324,554	355,330	335,000	State Highway Gas Tax	347,600	347,600	347,600
8	3,278	3,589	17,000	Bike Path Apportionment	4,300	4,300	4,300
9	840	1,259	1,300	Right-Of-Way Permits	800	800	800
10	127,281	134,445	95,000	City Gas Tax	98,500	98,500	98,500
11	77,387	78,416	90,000	Street Utility Fee (aka TUF)	78,200	78,200	78,200
12	35,208	14,811	12,000	Interest Income	18,000	15,500	15,500
13	-	-	-	Lease Income	-	-	-
14	356,000	-	25,000	From Urban Renewal	-	-	-
15	100,000	-	635,000	Grant Proceeds	-	-	-
16	150,000	350,000	150,000	From Reserve-Governmental	-	-	-
17	-	62,278	-	From Capital Projects - W Broadway	-	-	-
18	661	-	450	Miscellaneous Sources	700	700	700
19	1,319,501	1,123,451	1,512,750	Total New Resources	699,300	696,800	696,800
20	2,988,592	3,081,742	2,636,121	TOTAL RESOURCES	3,515,375	3,565,340	3,565,340
21							

STREET FUND

	2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
	EXPENDITURES						
22							
23				Personnel Services			
24	92,785	92,922	108,900	Wages	121,600	121,600	121,600
25	9,463	9,493	9,700	W/C and FICA Benefits	10,600	10,600	10,600
26	21,247	21,714	23,350	Health/Life Insurance	24,000	24,000	24,000
27	22,502	21,200	24,750	PERS	31,700	31,700	31,700
28	145,996	145,329	166,700	Personnel Services Total	187,900	187,900	187,900
29	2.02	1.91	1.92	TOTAL FULL-TIME EQUIVALENT (FTE)	1.92	1.92	1.92
30							
31				Materials & Services			
32	2,914	2,414	3,000	Admin Supplies & Services	3,000	3,000	3,000
33	-	-	-	Postage	-	-	-
34	1,675	927	1,000	Professional Dues	1,000	1,000	1,000
35	500	965	1,200	Telephone Services	1,000	1,000	1,000
36	46,530	49,234	58,000	Electricity-Street Lights	60,000	60,000	60,000
37	-	1,805	1,000	Building Maint/Janitorial Sup	1,000	1,000	1,000
38	130	268	250	Safety Program and Supplies	600	500	500
39	-	-	-	Office Machine Leases	-	-	-
40	103	543	-	Training & Conferences	600	600	600
41	602	219	300	Mileage, Lodging & Other Travel	300	300	300
42	-	-	250	Public Relations	300	300	300
43	-	-	500	Refunds	-	-	-
44	807	915	1,000	Office Equipment & Furnishings	400	400	400
46	510	2,356	2,000	Tools & Small Equipment	2,500	2,500	2,500
47	1,158	-	3,500	Attorney & Legal Services	1,200	1,200	1,200
48	8,404	4,842	9,600	General Property/Liability Ins	7,300	7,200	7,200
49	6,481	7,380	3,000	Audit & Filing Fees	9,500	7,400	7,400
50	4,405	4,991	9,000	Computer System Support-Maint.	5,800	5,700	5,700
51	142	757	1,200	Internet & Web Site Fees	700	500	500
52	-	-	2,500	Engineering Fees	2,500	2,500	2,500
53	118	950	40,000	Other Professional Services	60,000	60,000	60,000
54	4,440	4,111	4,000	Equip & Vehicle Maintenance & Repairs	5,000	5,000	5,000
55	41,654	192,311	24,000	Street Maintenance	25,000	25,000	25,000
56	648,889	766	425,200	Street Rehabilitation/Preservation	1,062,400	1,062,400	1,062,400
57	152	-	-	Building & Yard Maintenance	-	-	-
58	4,946	3,999	1,000	Landscape Maint. & Supplies	2,000	2,000	2,000
59	2,098	-	-	Equipment Repairs	-	-	-
60	5,654	9,788	14,000	Water Use/Irrigation	11,900	11,900	11,900
61	27,060	32,211	33,000	Street Sweeping Contract	36,000	36,000	36,000
62	809,373	321,753	638,500	Materials & Services Total	1,300,000	1,297,400	1,297,400

STREET FUND

	2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
63							
64				Capital Outlay			
65	60,023	154,678	-	System Expansion	-	-	-
66	-	-	30,000	System Improvements	12,500	12,500	12,500
67	-	-	1,500	Equipment	-	-	-
68	-	-	25,000	System Upgrade	-	-	-
69	3,909	-	-	Equipment	-	-	-
70	63,932	154,678	56,500	Capital Outlay Total	12,500	12,500	12,500
71							
72				Transfers			
73	5,000	5,000	5,000	To PW Equipment Fund	-	-	-
74	6,000	6,000	6,000	To Reserve-Governmental Fund	-	-	-
75	11,000	11,000	11,000	Transfers Total	-	-	-
76							
77	-	-	100,000	Operating Contingency	80,000	80,000	80,000
78							
79	2.0	1.9	1.9	TOTAL FULL-TIME EQUIVALENT (FTE)	1.9	1.9	1.9
80	1,030,302	632,759	972,700	TOTAL EXPENDITURES	1,580,400	1,577,800	1,577,800
81	1,958,291	2,448,983		ENDING FUND BALANCE			
82			1,663,421	ESTIMATED ENDING FUND BALANCE	1,934,975	1,987,540	1,987,540
83	2,988,592	3,081,742	2,636,121	TOTAL REQUIREMENTS	3,515,375	3,565,340	3,565,340

STORM WATER FUND

	2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
				RESOURCES			
1	212,860	234,325	229,800	BEGINNING FUND BALANCE	282,561	285,971	285,971
2	4,490	1,797	2,500	Interest Income	2,800	2,800	2,800
3	69,288	72,382	70,500	Storm Water Drainage Fees	74,200	74,200	74,200
4	-	-	50	Miscellaneous Income	100	100	100
5	73,778	74,179	73,050	Total New Resources	77,100	77,100	77,100
6	286,638	308,504	302,850	TOTAL RESOURCES	359,661	363,071	363,071
7							
8				EXPENDITURES			
9				Personnel Services			
10	30,005	25,859	27,050	Wages	31,400	31,400	31,400
11	3,125	2,529	2,250	W/C and FICA Benefits	2,500	2,500	2,500
12	6,264	5,963	6,200	Health/Life Insurance	6,400	6,400	6,400
13	7,524	5,787	6,500	PERS	8,200	8,200	8,200
14	46,918	40,138	42,000	Personnel Services Total	48,500	48,500	48,500
15	0.50	0.43	0.42	TOTAL FULL-TIME EQUIVALENT (FTE)	0.42	0.42	0.42
16							
17				Materials & Services			
18	2,121	935	1,200	Admin Supplies & Services	1,200	1,200	1,200
19	63	246	500	Professional Dues	200	200	200
20	-	465	300	Building Maint/Janitorial Sup	300	300	300
21	11	6	100	Safety Program and Supplies	100	100	100
22	45	135	-	Training & Conferences	100	100	100
23	75	27	150	Mileage, Lodging & Other Travel	200	200	200
24	-	-	150	Public Relations	-	-	-
25	-	-	50	Refunds	-	-	-
26	8	243	300	Office Equipment & Furnishings	100	100	100
28	-	-	250	Attorney & Legal Services	300	300	300
29	298	1,284	2,500	General Property/Liability Ins	1,400	1,400	1,400
30	97	-	100	Audit & Filing Fees	100	100	100
31	1,303	1,266	2,300	Computer System Support-Maint	1,500	1,400	1,400
32	119	201	350	Internet & Web Site Fees	200	200	200
33	-	-	2,500	Engineering Fees	-	-	-
34	1,225	434	3,500	Other Professional Services	900	900	900
35	-	-	50	Equip & Vehicle Maintenance & Repairs	-	-	-
36	-	713	1,500	System Maintenance	1,500	1,500	1,500
37	28	-	-	Building & Yard Maintenance	-	-	-
38	5,394	5,954	15,800	Materials & Services Total	8,100	8,000	8,000

STORM WATER FUND

	2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
39							
40				Capital Outlay			
41	-	-	-	System Improvements	10,000	10,000	18,000
42	-	-	400	Equipment	-	-	-
43	-	-	400	Capital Outlay Total	10,000	10,000	18,000
44							
45	-	-	5,000	Operating Contingency	20,000	20,000	20,000
46							
47	0.50	0.43	0.42	TOTAL FULL-TIME EQUIVALENT (FTE)	0.42	0.42	0.42
48	52,312	46,093	63,200	TOTAL EXPENDITURES	86,600	86,500	94,500
49	234,325	262,412		ENDING FUND BALANCE			
50			239,650	ESTIMATED ENDING FUND BALANCE	273,061	276,571	268,571
51	286,638	308,504	302,850	TOTAL REQUIREMENTS	359,661	363,071	363,071

CAPITAL CONSTRUCTION - GOVERNMENTAL SDC FUND

	2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
				RESOURCES			
1	1,258,674	1,426,120	816,200	BEGINNING FUND BALANCE	1,065,685	1,065,685	1,065,685
2	5,874	-	-	Parkland Acquisition Fees	-	-	-
3	-	-	-	Traffic Impact Fees	-	-	-
4	26,550	10,868	10,000	Interest Income	18,700	18,700	18,700
5	80,168	48,193	30,000	SDC - Parks	148,700	148,700	148,700
6	226,099	30,793	16,500	SDC - Transportation	99,800	99,800	99,800
7	10,710	9,201	9,000	SDC - Storm Water/Drainage	5,600	5,600	5,600
8	349,402	99,054	65,500	Total New Resources	272,800	272,800	272,800
9	1,608,076	1,525,174	881,700	TOTAL RESOURCES	1,338,485	1,338,485	1,338,485
10							
11				EXPENDITURES			
12				Materials & Services			
13	49,087	175	500	Other Professional Services	200	200	200
14	49,087	175	500	Materials & Services Total	200	200	200
15							
16				Capital Outlay			
17	132,870	634,757	-	System Expansion	50,000	50,000	50,000
18	-	-	-	System Improvements	12,500	12,500	12,500
19	132,870	634,757	-	Capital Outlay Total	62,500	62,500	62,500
20							
21	181,956	634,932	500	TOTAL EXPENDITURES	62,700	62,700	62,700
22	1,426,120	890,242		ENDING FUND BALANCE			
23			881,200	ESTIMATED ENDING FUND BALANCE	1,275,785	1,275,785	1,275,785
24	1,608,076	1,525,174	881,700	TOTAL REQUIREMENTS	1,338,485	1,338,485	1,338,485

ZUMWALT CAMPGROUND FUND

	2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
				RESOURCES			
1	148,144	164,062	100,650	BEGINNING FUND BALANCE	119,239	143,816	143,816
2	3,125	1,257	850	Interest Income	900	900	900
3	78,459	-	-	Ticket Sales	80,000	80,000	80,000
4	2,885	-	-	Shower Sales	2,800	2,800	2,800
5	930	-	-	T-Shirt Sales	800	800	800
6	150	-	-	Vendor Fees	100	100	100
7	190	-	-	Miscellaneous Sources	-	-	-
8	85,739	1,257	850	Total New Resources	84,600	84,600	84,600
9	233,883	165,319	101,500	TOTAL RESOURCES	203,839	228,416	228,416
10							
11				EXPENDITURES			
12				Personnel Services			
13	2,941	10,176	10,100	Wages	20,900	20,900	20,900
14	227	1,171	2,550	W/C and FICA Benefits	4,500	4,500	4,500
15	-	2,215	4,600	Health/Life Insurance	2,700	2,700	2,700
16	179	2,348	3,850	PERS	5,800	5,800	5,800
17	3,347	15,910	21,100	Personnel Services Total	33,900	33,900	33,900
18	0.17	0.17	0.17	TOTAL FULL-TIME EQUIVALENT (FTE)	0.17	0.17	0.17
19							

ZUMWALT CAMPGROUND FUND

	2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
20				Materials & Services			
21	677	156	100	Admin Supplies & Services	700	700	700
22	-	89	150	Professional Dues	-	-	-
23	-	-	100	Public Relations	-	-	-
24	-	-	50	Attorney & Legal Services	-	-	-
25	-	467	1,000	General Property/Liability/WC Ins	700	700	700
26	-	-	-	Audit & Filing Fees	-	-	-
27	-	460	900	Computer System Support-Maint	100	100	100
28	-	10	50	Internet & Web Site Fees	100	100	100
29	-	-	-	Operating Supplies	-	-	-
30	2,408	-	-	Volunteer Costs	3,000	3,000	3,000
31	-	-	-	Wristbands for Campers	300	300	300
32	900	-	-	Entertainment	1,000	1,000	1,000
33	-	-	-	Portable Showers	6,200	6,200	6,200
34	5,309	-	-	Portable Toilets	12,100	12,100	12,100
35	3,200	-	-	Water Tanker	4,200	4,200	4,200
36	9,761	-	-	Security	15,000	15,000	15,000
37	1,274	-	-	Equipment Rentals	2,000	2,000	2,000
38	7,745	-	-	Shuttle Buses	12,500	12,500	12,500
39	650	-	-	Maintenance & Clean-Up	700	700	700
40	2,550	3,475	7,500	Council Discretionary	7,500	7,500	7,500
41	34,474	4,657	9,850	Materials & Services Total	66,100	66,100	66,100
42							
43				Transfers			
44	2,000	-	-	To General	2,000	2,000	2,000
45	20,000	20,000	10,000	To Parks & Recreation	20,000	20,000	20,000
46	10,000	10,000	10,000	To Law Enforcement	10,000	10,000	10,000
47	32,000	30,000	20,000	Transfers Total	32,000	32,000	32,000
48							
49	0.17	0.17	0.17	TOTAL FULL-TIME EQUIVALENT (FTE)	0.17	0.17	0.17
50	69,821	50,567	50,950	TOTAL EXPENDITURES	132,000	132,000	132,000
51	164,062	114,752		ENDING FUND BALANCE			
52			50,550	ESTIMATED ENDING FUND BALANCE	71,839	96,416	96,416
53	233,883	165,319	101,500	TOTAL REQUIREMENTS	203,839	228,416	228,416

LOCAL IMPROVEMENTS FUND

	2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
				RESOURCES			
1	320,413	313,361	297,650	BEGINNING FUND BALANCE	295,892	295,892	295,892
2	6,759	2,471	2,600	Interest Income	2,200	2,200	2,200
3	2,175	-	2,200	Bolton Hill Sewer Assessments	9,500	9,500	9,500
4	37	-	100	Bolton Hill Assessment Interest	-	-	-
5	-	-	-	E Bolton Sewer Assessments	-	-	-
6	-	-	-	E Bolton Assessment Interest	-	-	-
7	-	-	81,000	From Urban Renewal Agency	-	-	-
8	8,971	2,471	85,900	Total New Resources	11,700	11,700	11,700
9	329,384	315,832	383,550	TOTAL RESOURCES	307,592	307,592	307,592
10							
11				EXPENDITURES			
12				Materials & Services			
13	-	-	2,350	Admin Supplies & Services	2,400	2,400	2,400
14	-	-	250	Attorney & Legal Services	300	300	300
15	-	-	2,600	Materials & Services Total	2,700	2,700	2,700
16							
17				Capital Outlay			
18	-	-	81,000	System Expansion	-	-	-
19	-	-	81,000	Capital Outlay Total	-	-	-
20							
21				Debt Service			
22	11,458	11,853	12,500	Bolton Hill Loan Prin-Banner Bank	12,711	12,711	12,711
23	4,565	4,170	6,300	Bolton Hill Loan Interest-Banner Bank	3,350	3,350	3,350
24	16,023	16,023	18,800	Debt Service Total	16,061	16,061	16,061
25							
26				Transfers			
27	-	-	-	To Sewer Fund (Reimb BH LID)	-	-	-
28	-	-	-	Transfers Total	-	-	-
29							
30	16,023	16,023	102,400	TOTAL EXPENDITURES	18,761	18,761	18,761
31	313,361	299,809		ENDING FUND BALANCE			
32			281,150	ESTIMATED ENDING FUND BALANCE	288,831	288,831	288,831
33	329,384	315,832	383,550	TOTAL REQUIREMENTS	307,592	307,592	307,592

BUSINESS ASSISTANCE LOAN/GRANT FUND

	2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
				RESOURCES			
1	160,836	163,229	144,700	BEGINNING FUND BALANCE	164,701	165,708	165,708
2	3,393	1,276	1,200	Interest Income	1,000	1,000	1,000
3	-	-	-	Grant Awards - ARPA	88,700	88,750	88,750
4	-	-	50	Loan Payments-Principal	-	-	-
5	-	-	50	Loan Payments-Interest	-	-	-
6	-	-	100,000	Grant Small Bus. Assist	-	-	-
7	3,393	1,276	1,300	Total New Resources	89,700	89,750	89,750
8	164,229	164,505	146,000	TOTAL RESOURCES	254,401	255,458	255,458
9							
10				EXPENDITURES			
11				Materials & Services			
12	-	-	50	Admin Supplies & Services	-	-	-
13	-	-	2,000	Attorney & Legal Services	-	-	-
14	-	-	130,000	Grants	150,000	150,000	150,000
15	-	-	-	Loans	-	-	-
16	-	-	2,000	LCOG Administration Fees	-	-	-
17	-	-	134,050	Materials & Services Total	150,000	150,000	150,000
18							
19				Transfers			
20	1,000	1,000	1,000	To General Fund	1,000	1,000	1,000
21	1,000	1,000	1,000	Transfers Total	1,000	1,000	1,000
22							
23	1,000	1,000	135,050	TOTAL EXPENDITURES	151,000	151,000	151,000
24	163,229	163,505		ENDING FUND BALANCE			
25			10,950	ESTIMATED ENDING FUND BALANCE	103,401	104,458	104,458
26	164,229	164,505	146,000	TOTAL REQUIREMENTS	254,401	255,458	255,458

BUILDING INSPECTION PROGRAM FUND

	2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
				RESOURCES			
1	18,711	42,002	46,150	BEGINNING FUND BALANCE	15,708	23,137	23,137
2	395	285	200	Interest Income	300	300	300
3	96,736	52,825	70,000	Building Permit Fees	63,700	63,700	63,700
4	15,915	11,662	20,500	Electrical Permit Fees	6,200	6,200	6,200
5	25,000	55,000	55,000	From General Fund	60,000	60,000	60,000
6	-	-	50	Miscellaneous Sources	-	-	-
7	138,045	119,773	145,750	Total New Resources	130,200	130,200	130,200
8	156,756	161,775	191,900	TOTAL RESOURCES	145,908	153,337	153,337
9							
10				EXPENDITURES			
11				Personnel Services			
12	11,588	18,912	20,150	Wages	22,700	22,700	22,700
13	994	1,888	1,600	W/C and FICA Benefits	1,900	1,900	1,900
14	3,040	4,989	4,500	Health/Life Insurance	5,000	5,000	5,000
15	3,237	4,791	4,700	PERS	6,300	6,300	6,300
16	18,859	30,581	30,950	Personnel Services Total	35,900	35,900	35,900
17	0.30	0.30	0.30	TOTAL FULL-TIME EQUIVALENT (FTE)	0.30	0.30	0.30
18							
19				Materials & Services			
20	895	946	550	Admin Supplies & Services	600	600	600
21	-	180	150	Professional Dues	200	200	200
22	-	347	200	Building Maint/Janitorial Sup	300	200	200
23	-	-	100	Public Relations	100	100	100
24	-	-	100	Attorney & Legal Services	100	100	100
25	-	933	1,850	General Property/Liability Ins	1,100	1,100	1,100
26	95,000	75,574	87,000	Permit Inspections	93,300	93,300	93,300
27	-	-	250	Audit & Filing Fees	300	300	300
28	-	917	850	Computer System Support-Maint	900	900	900
29	-	146	150	Internet & Web Site Fees	200	200	200
30	95,895	79,044	91,200	Materials & Services Total	97,100	97,000	97,000
31							
32	0.30	0.30	0.30	TOTAL FULL-TIME EQUIVALENT (FTE)	0.30	0.30	0.30
33	114,754	109,625	122,150	TOTAL EXPENDITURES	133,000	132,900	132,900
34	42,002	52,150		ENDING FUND BALANCE			
35			69,750	ESTIMATED ENDING FUND BALANCE	12,908	20,437	20,437
36	156,756	161,775	191,900	TOTAL REQUIREMENTS	145,908	153,337	153,337

DEBT SERVICE FUND

	2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
				RESOURCES			
1	211,769	213,995	144,750	BEGINNING FUND BALANCE (Adjusted)	220,526	220,304	220,304
2	1,494	1,620	1,450	Property Taxes-Prior Years	1,500	1,500	1,500
3	223	223	200	Interest on Property Taxes	200	200	200
4	3,291	1,229	1,500	Interest Income	1,200	1,200	1,200
5	216,778	217,067	147,900	Total Resources, except taxes to be levied	223,426	223,204	223,204
6			94,350	Taxes estimated to be received	95,967	95,967	95,967
7	87,085	90,552		Taxes collected in year levied			
8	303,863	307,619	242,250	TOTAL RESOURCES	319,394	319,171	319,171
9							
10				EXPENDITURES			
11				Debt Service			
12				Bond Principal Payments			
13				Issue Date: Payment Date:			
14	58,000	63,000	65,000	2010 Pool Bond-US Bank January	67,000	67,000	67,000
15	58,000	63,000	65,000	Total Principal	67,000	67,000	67,000
16				Bond Interest Payments			
17				Issue Date: Payment Date:			
18	31,868	30,303	29,350	2010 Pool Bond-US Bank July & Jan	24,609	24,609	24,609
19	31,868	30,303	29,350	Total Interest	24,609	24,609	24,609
20							
21	89,868	93,303	94,350	Debt Service Total	91,609	91,609	91,609
22							
23	89,868	93,303	94,350	TOTAL EXPENDITURES	91,609	91,609	91,609
24	213,995	214,316		ENDING FUND BALANCE			
25			147,900	ESTIMATED ENDING FUND BALANCE	227,785	227,563	227,563
26	303,863	307,619	242,250	TOTAL REQUIREMENTS	319,394	319,171	319,171

WATER FUND

	2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
				RESOURCES			
1	3,033,232	3,246,371	3,013,250	BEGINNING FUND BALANCE (Adjusted)	3,571,412	3,561,618	3,561,618
2	16,653	8,000	5,500	Service Connections	20,000	20,000	20,000
3	63,983	25,056	15,000	Interest Income	12,900	12,900	12,900
4	16,566	7,722	15,000	Land Lease	13,000	13,000	13,000
5	93,312	-	83,891	From Urban Renewal Agency	-	-	-
6	966,327	1,084,973	1,500,000	Water Use Fees	1,095,100	1,095,100	1,095,100
7	35,820	39,233	55,000	Bulk Water Sales	41,300	41,300	41,300
8	-	-	25,000	Delinquent Fees	5,800	5,800	5,800
9	1,966	3,167	1,500	Miscellaneous Sources	1,400	1,400	1,400
10	1,194,627	1,168,151	1,700,891	Total New Resources	1,189,500	1,189,500	1,189,500
11	4,227,859	4,414,522	4,714,141	TOTAL RESOURCES	4,760,912	4,751,118	4,751,118
12							
13				EXPENDITURES			
14				Personnel Services			
15	179,378	174,852	186,350	Wages	220,400	220,400	220,400
16	18,384	16,821	16,900	W/C and FICA Benefits	20,200	20,200	20,200
17	37,081	42,239	48,650	Health/Life Insurance	53,200	53,200	53,200
18	44,883	41,185	50,550	PERS	68,000	68,000	68,000
19	279,727	275,097	302,450	Personnel Services Total	361,800	361,800	361,800
20	3.38	3.23	3.11	TOTAL FULL-TIME EQUIVALENT (FTE)	2.84	2.84	2.84
21							

WATER FUND

	2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
22				Materials & Services			
23	20,010	21,685	23,000	Admin Supplies & Services	23,000	23,000	23,000
24	4,027	-	-	Postage	-	-	-
25	4,520	3,101	5,000	Professional Dues	5,000	5,000	5,000
26	3,634	4,084	4,800	Telephone Services	4,800	4,800	4,800
27	33,901	39,504	45,000	Electricity	45,000	45,000	45,000
28	-	4,299	5,000	Building Maint/Janitorial Sup	5,000	5,000	5,000
29	327	214	300	Safety Program and Supplies	1,000	900	900
30	113	-	-	Office Machine Leases	-	-	-
31	861	1,171	-	Training & Conferences	-	-	-
32	151	55	300	Mileage, Lodging & Other Travel	100	100	100
33	-	-	1,000	Public Relations	-	-	-
34	8	-	50	Refunds	1,800	1,800	1,800
35	613	1,973	3,250	Office Equipment & Furnishings	3,000	3,000	3,000
37	458	927	1,300	Tools & Small Equipment	3,400	2,000	2,000
38	-	200	1,700	Attorney & Legal Services	-	-	-
39	15,763	10,443	20,650	General Property/Liability Ins	13,600	13,600	13,600
40	3,557	3,420	1,400	Audit & Filing Fees	1,200	-	-
41	9,756	13,386	25,000	Computer System Support-Maint	14,200	13,300	13,300
42	750	1,633	2,500	Internet & Web Site Fees	1,800	1,300	1,300
43	-	13,707	20,000	Engineering Fees	17,800	17,400	17,400
44	3,668	11,499	23,200	Other Professional Services	20,000	20,000	20,000
45	4,892	10,132	9,500	System Operating Supplies	9,500	9,500	9,500
46	6,768	8,226	10,000	Equip & Vehicle Maintenance & Repairs	10,000	10,000	10,000
47	40,328	18,669	120,000	System Maintenance	100,000	100,000	100,000
48	4,724	4,158	5,500	System Quality Tests	6,500	6,500	6,500
49	1,013	-	-	Building & Yard Maintenance	12,000	12,000	12,000
50	979	-	-	Equipment Repairs	-	-	-
51	125,515	130,312	142,550	Water Purchase	145,000	145,000	145,000
53	-	-	-	PW Service Maps-Water System	10,000	10,000	10,000
54	286,337	302,798	471,000	Materials & Services Total	453,700	449,200	449,200
55							
56				Capital Outlay			
57	-	-	90,000	System Expansion	285,000	285,000	285,000
58	20,694	-	25,000	System Improvements	-	-	-
59	-	-	3,000	Equipment	-	-	-
60	4,858	-	-	Equipment	-	-	-
61	25,552	-	118,000	Capital Outlay Total	285,000	285,000	285,000
62							

WATER FUND

	2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
63				Debt Service			
64	122,920	155,391	155,400	Pipeline Bond Principal-RUS	91,142	91,142	91,142
65	261,953	229,672	250,650	Pipeline Bond Interest-RUS	124,436	124,436	124,436
66	384,873	385,062	406,050	Debt Service Total	215,578	215,578	215,578
67							
68				Transfers			
69	5,000	5,000	5,000	To PW Equipment Fund	-	-	-
70	5,000	5,000	5,000	Transfers Total	-	-	-
71							
72	-	-	100,000	Operating Contingency	200,000	200,000	200,000
73							
74	3.38	3.23	2.84	<i>TOTAL FULL-TIME EQUIVALENT (FTE)</i>	2.84	2.84	2.84
75	981,488	967,957	1,402,500	TOTAL EXPENDITURES	1,516,078	1,511,578	1,511,578
76	3,246,371	3,446,564		ENDING FUND BALANCE			
77			3,311,641	ESTIMATED ENDING FUND BALANCE	3,244,834	3,239,540	3,239,540
78	4,227,859	4,414,522	4,714,141	TOTAL REQUIREMENTS	4,760,912	4,751,118	4,751,118

SEWER FUND

	2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
				RESOURCES			
1	2,607,023	2,878,819	3,172,550	BEGINNING FUND BALANCE	1,592,122	4,304,300	4,304,300
2	3,400	2,800	2,600	Sewer Connection	5,000	5,000	5,000
3	54,992	22,063	15,500	Interest Income	13,300	13,300	13,300
4	9,600	9,600	9,600	Land Lease	12,000	12,000	12,000
5	1,224,874	1,332,334	1,600,000	Sewer Use Fees	1,431,200	1,431,200	1,431,200
6	-	-	50	Miscellaneous Sources	-	-	-
7	1,292,867	1,366,797	1,627,750	Total New Resources	1,461,500	1,461,500	1,461,500
8	3,899,890	4,245,616	4,800,300	TOTAL RESOURCES	3,053,622	5,765,800	5,765,800
9							
10				EXPENDITURES			
11				Personnel Services			
12	226,677	198,125	207,500	Wages	244,900	244,900	244,900
13	23,432	18,741	18,900	W/C and FICA Benefits	22,300	22,300	22,300
14	43,201	46,187	52,850	Health/Life Insurance	57,500	57,500	57,500
15	58,365	47,397	55,100	PERS	73,900	73,900	73,900
16	351,675	310,450	334,350	Personnel Services Total	398,600	398,600	398,600
17	4.03	3.80	3.12	TOTAL FULL-TIME EQUIVALENT (FTE)	3.12	3.12	3.12
18							

SEWER FUND

	2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
19				Materials & Services			
20	22,618	24,742	29,000	Admin Supplies & Services	29,000	29,000	29,000
21	6,133	-	-	Postage	-	-	-
22	2,627	3,435	4,000	Professional Dues	4,000	4,000	4,000
23	2,330	2,611	3,100	Telephone Services	2,800	2,800	2,800
24	58,927	69,046	83,000	Electricity	83,000	83,000	83,000
25	-	4,368	5,000	Building Maint/Janitorial Sup	5,000	5,000	5,000
26	367	311	500	Safety Program and Supplies	1,000	1,000	1,000
27	170	-	-	Office Machine Leases	-	-	-
28	391	1,294	-	Training & Conferences	900	900	900
29	753	274	400	Mileage, Lodging & Other Travel	500	500	500
30	-	-	1,000	Public Relations	-	-	-
31	26	-	500	Refunds	-	-	-
32	476	2,205	3,000	Office Equipment & Furnishings	1,000	1,000	1,000
33	86	735	1,000	Tools & Small Equipment	2,000	2,000	2,000
34	152	940	1,900	Attorney & Legal Services	2,300	1,900	1,900
35	10,481	11,668	23,100	General Property/Liability Ins	15,100	15,100	15,100
36	2,495	2,340	2,600	Audit & Filing Fees	900	-	-
37	9,825	11,509	21,000	Computer System Support-Maint	12,500	11,500	11,500
38	1,068	2,509	3,050	Internet & Web Site Fees	2,000	1,400	1,400
39	8,520	5,575	16,500	Engineering Fees	16,500	16,500	16,500
40	-	3,144	33,500	Other Professional Services	16,100	16,100	16,100
41	1,210	8,273	8,000	System Operating Supplies	14,900	14,700	14,700
42	5,520	7,939	5,500	Equip & Vehicle Maintenance & Repairs	13,800	11,000	11,000
43	36,755	51,728	55,600	System Maintenance	58,300	44,900	44,900
44	15,029	18,157	43,000	WW Treatment Plant Maintenance	47,000	40,000	40,000
45	13,546	7,816	14,000	System Quality Tests	14,000	14,000	14,000
46	1,020	-	-	Building & Yard Maintenance	-	-	-
47	1,052	-	-	Equipment Repairs	-	-	-
48	-	-	21,000	Bio-solids Management/Removal	-	-	-
49	-	-	33,650	Effluent Area Maintenance	-	-	-
50	-	-	65,000	Inflow & Infiltration Maintenance	60,000	60,000	60,000
51	-	-	-	NPDES Permit Renewal	5,000	5,000	5,000
52	-	-	-	PW Service Maps-Sewer Lines	-	-	-
53	201,576	240,620	477,900	Materials & Services Total	407,600	381,300	381,300

SEWER FUND

	2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
54							
55				Capital Outlay			
56	345,272	5,086	-	System Expansion	-	-	-
57	-	-	-	System Improvements	32,500	32,500	32,500
58	3,808	-	-	Equipment	-	-	-
59	349,080	5,086	-	Capital Outlay Total	32,500	32,500	32,500
60							
61				Debt Service			
62	47,519	29,046	3,035,111	Loan Principal-WWTP RUS Re-Fund	60,000	60,000	60,000
63	66,220	84,607	25,169	Loan Interest-WWTP RUS Re-Fund	35,200	35,200	35,200
64	113,739	113,653	3,060,280	Debt Service Total	95,200	95,200	95,200
65							
66				Transfers			
67	5,000	5,000	5,000	To PW Equipment Fund	-	-	-
68	5,000	5,000	5,000	Transfers Total	-	-	-
69							
70	-	-	100,000	Operating Contingency	110,000	110,000	110,000
71							
72	4.03	3.80	3.12	<i>TOTAL FULL-TIME EQUIVALENT (FTE)</i>	3.12	3.12	3.12
73	1,021,070	674,809	3,977,530	TOTAL EXPENDITURES	1,043,900	1,017,600	1,017,600
74	2,878,819	3,570,807		ENDING FUND BALANCE			
75			822,770	ESTIMATED ENDING FUND BALANCE	2,009,722	4,748,200	4,748,200
76	3,899,890	4,245,616	4,800,300	TOTAL REQUIREMENTS	3,053,622	5,765,800	5,765,800

CAPITAL CONSTRUCTION - WATER SDC FUND

	2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
				RESOURCES			
1	54,423	130,379	98,700	BEGINNING FUND BALANCE	262,162	262,162	262,162
2	1,148	893	1,200	Interest Income	1,000	1,000	1,000
3	119,924	64,960	58,000	SDC - Water System	197,300	197,300	197,300
4	121,072	65,853	59,200	Total New Resources	198,300	198,300	198,300
5	175,495	196,232	157,900	TOTAL RESOURCES	460,462	460,462	460,462
6							
7				EXPENDITURES			
8				Materials & Services			
9	-	-	50	Other Professional Services	20,000	20,000	20,000
10	-	-	50	Materials & Services Total	20,000	20,000	20,000
11							
12				Capital Outlay			
13	-	-	-	System Expansion	-	-	-
14	-	-	-	Capital Outlay Total	-	-	-
15							
16				Debt Service			
17	45,116	17,266	17,300	Pipeline Bond Principal-RUS	91,142	91,142	91,142
18	-	25,855	27,900	Pipeline Bond Interest-RUS	124,436	124,436	124,436
19	45,116	43,121	45,200	Debt Service Total	215,578	215,578	215,578
20							
21	45,116	43,121	45,250	TOTAL EXPENDITURES	235,578	235,578	235,578
22	130,379	153,111		ENDING FUND BALANCE			
23			112,650	ESTIMATED ENDING FUND BALANCE	224,884	224,884	224,884
24	175,495	196,232	157,900	TOTAL REQUIREMENTS	460,462	460,462	460,462

CAPITAL CONSTRUCTION - SEWER SDC FUND

	2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
				RESOURCES			
1	768,071	759,665	621,600	BEGINNING FUND BALANCE	794,730	812,743	812,743
2	16,202	5,973	7,100	Interest Income	6,100	6,100	6,100
3	132,421	91,576	80,000	SDC - Sewer System	172,500	172,500	172,500
4	148,623	97,549	87,100	Total New Resources	178,600	178,600	178,600
5	916,694	857,214	708,700	TOTAL RESOURCES	973,330	991,343	991,343
6							
7				EXPENDITURES			
8				Materials & Services			
9	-	-	1,000	Other Professional Services	-	-	-
10	-	-	1,000	Materials & Services Total	-	-	-
11							
12				Capital Outlay			
13	-	-	-	System Expansion	150,000	150,000	150,000
14	-	-	-	Capital Outlay Total	150,000	150,000	150,000
15							
16				Debt Service			
17	47,519	49,657	75,000	Loan Principal-WWTP RUS Re-Fund	60,000	60,000	60,000
18	66,220	63,996	25,169	Loan Interest-WWTP RUS Re-Fund	35,125	35,125	35,125
19	40,078	41,489	41,500	Loan Principal-Banner Bank	-	-	-
20	3,212	1,792	2,300	Loan Interest-Banner Bank	-	-	-
21	157,029	156,935	143,969	Debt Service Total	95,125	95,125	95,125
22							
23	157,029	156,935	144,969	TOTAL EXPENDITURES	245,125	245,125	245,125
24	759,665	700,279		ENDING FUND BALANCE			
25			563,731	ESTIMATED ENDING FUND BALANCE	728,205	746,218	746,218
26	916,694	857,214	708,700	TOTAL REQUIREMENTS	973,330	991,343	991,343

P.W. EQUIPMENT FUND

	2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
				RESOURCES			
1	211,873	206,342	182,850	BEGINNING FUND BALANCE	180,815	180,815	180,815
2	4,469	1,629	1,700	Interest Income	1,400	1,400	1,400
3	-	-	-	From Parks & Recr Fund			-
4	5,000	5,000	10,000	From Street Fund	-	-	-
5	5,000	5,000	5,000	From Water Fund	-	-	-
6	5,000	5,000	5,000	From Sewer Fund	-	-	-
7	19,469	16,629	21,700	Total New Resources	1,400	1,400	1,400
8	231,342	222,971	204,550	TOTAL RESOURCES	182,215	182,215	182,215
9							
10				EXPENDITURES			
11				Capital Outlay			
12	-	3,425	23,000	Equipment	-	-	-
13	25,000	29,999	-	Vehicles	40,000	40,000	40,000
14	25,000	33,425	23,000	Capital Outlay Total	40,000	40,000	40,000
15							
16	25,000	33,425	23,000	TOTAL EXPENDITURES	40,000	40,000	40,000
17	206,342	189,546		ENDING FUND BALANCE			
18			181,550	ESTIMATED ENDING FUND BALANCE	142,215	142,215	142,215
19	231,342	222,971	204,550	TOTAL REQUIREMENTS	182,215	182,215	182,215

RESERVE: GOVERNMENTAL (STREET & ADMIN BLDG)

	2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
				RESOURCES			
1	653,366	523,148	189,826	BEGINNING FUND BALANCE	183,497	183,497	183,497
2	13,782	4,349	5,400	Interest Income	4,600	4,600	4,600
3	6,000	6,000	6,000	From Street Fund	-	-	-
4	19,782	10,349	11,400	Total New Resources	4,600	4,600	4,600
5	673,148	533,497	201,226	TOTAL RESOURCES	188,097	188,097	188,097
6							
7				EXPENDITURES			
8				Transfers			
9	150,000	350,000	150,000	To Street Fund	-	-	-
10	150,000	350,000	150,000	Transfers Total	-	-	-
11							
12	150,000	350,000	150,000	TOTAL EXPENDITURES	-	-	-
13	523,148	183,497		ENDING FUND BALANCE			
14			51,226	ESTIMATED ENDING FUND BALANCE	188,097	188,097	188,097
15	673,148	533,497	201,226	TOTAL REQUIREMENTS	188,097	188,097	188,097

RESERVE: ENTERPRISE (SEWER)

RESERVE: ENTERPRISE (SEWER)

	2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
				RESOURCES			
1	217,819	222,414	228,950	BEGINNING FUND BALANCE	224,799	224,799	224,799
2	4,595	415	900	Interest Income	700	700	700
3	4,595	415	900	Total New Resources	700	700	700
4	222,414	222,829	229,850	TOTAL RESOURCES	225,499	225,499	225,499
5							
6				EXPENDITURES			
7				Transfers			
8	-	-	-	To Sewer Fund	-	-	-
9	-	-	-	Transfers Total	-	-	-
10							
11	-	-	-	TOTAL EXPENDITURES	-	-	-
12	222,414	222,829		ENDING FUND BALANCE			
13			229,850	ESTIMATED ENDING FUND BALANCE	225,499	225,499	225,499
14	222,414	222,829	229,850	TOTAL REQUIREMENTS	225,499	225,499	225,499

GRANT FUND (Deactivated by Res. No. 1306 (2020))

	2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
				RESOURCES			
1	-	48	-	BEGINNING FUND BALANCE	-	-	-
2	-	-	-	Interest Income	-	-	-
3	123,748	-	-	CDBG-Housing Rehab Program (SVDP)	-	-	-
4	123,748	-	-	Total New Resources	-	-	-
5	123,748	48	-	TOTAL RESOURCES	-	-	-
6							
7				EXPENDITURES			
8				Materials and Services			
9	123,700	-	-	CDBG-Housing Rehab Program (SVDP)	-	-	-
10	123,700	-	-	Materials & Services Total	-	-	-
11							
12				Transfers			
13	-	48	-	Transfer to General Fund	-	-	-
14	-	48	-	Transfer Total	-	-	-
15							
16	123,700	48	-	TOTAL EXPENDITURES	-	-	-
17	48	-		ENDING FUND BALANCE			
18			-	ESTIMATED ENDING FUND BALANCE	-	-	-
19	123,748	48	-	TOTAL REQUIREMENTS	-	-	-

CAPITAL PROJECTS: POOL FACILITIES (Deactivated by Res. No. 1306 (2020))

	2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
				RESOURCES			
1	69,893	71,367	-	BEGINNING FUND BALANCE	-	-	-
2	1,474	-	-	Interest Income	-	-	-
3	1,474	-	-	Total New Resources	-	-	-
4	71,367	71,367	-	TOTAL RESOURCES	-	-	-
5							
6				EXPENDITURES			
7				Transfers			
8	-	71,367	-	To Park & Rec Fund	-	-	-
9	-	71,367	-	Total Transfers	-	-	-
10							
11	-	71,367	-	TOTAL EXPENDITURES	-	-	-
12	71,367	-		ENDING FUND BALANCE	-	-	-
13			-	ESTIMATED ENDING FUND BALANCE	-	-	-
14	71,367	71,367	-	TOTAL REQUIREMENTS	-	-	-

CAPITAL PROJECTS - WEST BROADWAY DEVELOPMENT (Deactivated by Res. No. 1306 (2020))

	2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
				RESOURCES			
1	60,991	62,278	-	BEGINNING FUND BALANCE	-	-	-
2	1,287	-	-	Interest Income	-	-	-
3	1,287	-	-	Total New Resources	-	-	-
4	62,278	62,278	-	TOTAL RESOURCES	-	-	-
5							
6				EXPENDITURES			
7				Transfers			
8	-	62,278	-	To Street Fund	-	-	-
9	-	62,278	-	Total Transfers	-	-	-
10							
11	-	62,278	-	TOTAL EXPENDITURES	-	-	-
12	62,278	-		ENDING FUND BALANCE			
13			-	ESTIMATED ENDING FUND BALANCE	-	-	-
14	62,278	62,278	-	TOTAL REQUIREMENTS	-	-	-

Appendix C



Veneta Urban Renewal Agency

Urban Renewal Agency
Detail Budget Pages

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URBAN RENEWAL AGENCY - GENERAL FUND

	2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
				RESOURCES			
1	67,896	42,473	140,250	BEGINNING FUND BALANCE	733,937	733,937	733,937
2	600,000	700,000	700,000	Loan Proceeds	700,000	700,000	700,000
3	-	-	-	Grant Proceeds	-	-	-
4	1,200	72	15,000	Interest Income (LGIP)	470	470	470
5	669,096	742,545	855,250	Total Resources, except taxes to be levied	1,434,407	1,434,407	1,434,407
6				Taxes estimated to be received			
7				Taxes collected in year levied			
8	669,096	742,545	855,250	TOTAL RESOURCES	1,434,407	1,434,407	1,434,407
9				EXPENDITURES			
10				Materials & Services			
11				Administrative Supplies	2,000	2,000	2,000
12	1,868	1,458	2,500	Public Relations/Marketing	-	-	-
13	-	-	1,000	Redevelopment Toolkit	90,000	90,000	90,000
14	1,356	-	50,000	Business Assistance Progam	250,000	250,000	250,000
15	-	-	250,000	Debt Issuance Costs	1,000	1,000	1,000
16		1,150	1,000	Farmer's Market	-	-	-
17	-	-	1,000	Administration Functions by City	5,000	5,000	5,000
18	10,000	-	10,000	Legal Fees	10,000	10,000	10,000
19	-	4,270	10,000	Audit Fees	500	500	500
20	500	200	500	Downtown Retail Marketing Implementation	30,000	30,000	30,000
21	-	-	5,000	Other Professional Services	15,000	15,000	15,000
22	10,990	300	10,000	Materials & Services Total	403,500	403,500	403,500
23	24,714	7,378	341,000	Transfers			
24				COV Water System Expansion	-	-	-
25				COV Park Facilities	690,000	665,000	690,000
26	93,312	-	83,981	COV Local Improvement	-	-	-
27	150,000	-	65,000	COV Economic Development	-	-	-
28	-	-	81,000	COV General Fund	-	-	-
29	356,000	-	70,000	Transfers Total	690,000	665,000	690,000
30	2,597	-	30,000	Contingency	10,000	10,000	10,000
31	601,909	-	329,981	TOTAL EXPENDITURES	1,103,500	1,078,500	1,103,500
32	-	-	10,000	ENDING FUND BALANCE			
33	626,623	7,378	680,981	ESTIMATED FUND BALANCE	330,907	355,907	330,907
34	42,473	735,167	174,269	TOTAL REQUIREMENTS	1,434,407	1,434,407	1,434,407
35							
36							
37							
38							
39							
40							

URBAN RENEWAL AGENCY - DEBT SERVICE FUND

	2020 Actual	2021 Actual	2022 Adopted	Description	2023 Requested	2023 Approved	2023 Adopted
				RESOURCES			
1	1,348,022	1,261,498	876,500	BEGINNING FUND BALANCE	1,972,138	1,972,138	1,972,138
2	23,810	7,111	12,500	Interest Income (LGIP)	4,600	4,600	4,600
3	11,586	13,278	10,500	Previously Levied Taxes	9,700	9,700	9,700
4	1,676	1,725	1,000	Interest on Taxes	1,300	1,300	1,300
5	460	103	450	Investment Income on Taxes	150	150	150
6	1,611	2,672	1,200	In-Lieu/Other	2,900	2,900	2,900
7	1,387,165	1,286,387	902,150	Total Resources, except taxes to be levied	1,990,788	1,990,788	1,990,788
8			765,190	Taxes estimated to be received	799,832	799,832	799,832
9	753,802	787,467		Taxes collected in year levied			
10	2,140,967	2,073,854	1,667,340	TOTAL RESOURCES	2,790,620	2,790,620	2,790,620
				EXPENDITURES			
				Debt Service			
				"Du Jour" Line of Credit Loan Principal Payment			
				Issue Date:	Payment Date:		
16	600,000	700,000	700,000	2022 Key Bank	July	700,000	700,000
17	600,000	700,000	700,000		Total Principal	700,000	700,000
				"Du Jour" Line of Credit Loan Interest Payment			
				Issue Date:	Payment Date:		
19	-	214	2,500	2022 Key Bank	July	2,500	2,500
20	-	214	2,500		Total Interest	2,500	2,500
				Water Bonds Principal Payments			
				Issue Date:	Payment Date:		
25	250,000	265,000	265,000	2001 Water Bonds	February	-	-
26	250,000	265,000	265,000		Total Principal	-	-
				Water Bonds Interest Payments			
				Issue Date:	Payment Date:		
29	28,969	14,906	15,000	2001 Water Bonds	February	-	-
30	28,969	14,906	15,000		Total Interest	-	-
31	500	500	500	Bond Agent Fees		-	-
33	879,469	980,620	983,000	Debt Service Total		702,500	702,500
35	879,469	980,620	983,000	TOTAL EXPENDITURES	702,500	702,500	702,500
36	1,261,498	1,093,234		ENDING FUND BALANCE			
37			684,340	ESTIMATED FUND BALANCE	2,088,120	2,088,120	2,088,120
38	2,140,967	2,073,854	1,667,340	TOTAL REQUIREMENTS	2,790,620	2,790,620	2,790,620

Appendix D



City Budget Supporting Documents

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LISTING OF POTENTIAL PROJECTS						
PROJECTS	TYPE OF PROJECT	TOTAL PROJECT COST	FUND FOR EXPENDITURE	EXPENDITURE ACCOUNT	REVENUE SOURCE	DESCRIPTION
City Hall Re-Design	Refurbishment	\$ 130,000	General - Admin	100-100-60130	Non-specified, potential grants	Design/Project Bid Phase: Provide more office space
Communications Master Plan - Website Upgrade	Professional Services	\$ 53,552	General - Admin	100-100-51095	Non-specified	Implementing Communications Master Plan goal to improve citizens' access to city information
Communications Master Plan - Expanded Newsletter, surveys, event marketing, etc.	Operations	\$ 15,500	General - Admin	100-100-51095	Non-specified	Implementing Communications Master Plan goal to improve citizens' access to city information
Broadband Development, including Middle-Mile Project	Professional Services, Construction	\$ 350,000	General - Economic Development	100-205-60130	American Rescue Plan Act (ARPA)	Connect the City's leased Zayo fiber lines to the Willamette Internet Exchange and support competitive broadband service
New Five-Year Plan Economic Development Implementation	Professional Services	\$ 70,000	General - Economic Development	100-205-52060	Non-specified, URA, potential grants	Vibrant Veneta arts grants, VenetaWorks business incentives, Pop-Up Retail District, Shop Veneta gift card program, shopfernridge.com Shopify site
Business Oregon ROI Grant Programs	Professional Services	\$ 25,000	General - Economic Development	100-205-52291	Grant	Matching value-added-foods entrepreneurs with business coaching and mentorship services, identifying entrepreneurs to showcase to potential investors at events and virtually on ShopFernRidge.com
Internship Program	Operations	\$ 25,000	General - Economic Development	100-205-52080	Non-specified	Expanding progrmaming capacity
Wildfire Preparedness Program	Hazard Mitigation	\$ 50,000	General - Public Safety	100-195-52201	Non-specified, potential grants	Grant Pontential, Emergency Preparedness
Radar Sign	New Equipment	\$ 4,000	General - Public Safety	100-195-51010	Non-specified	Add second movable radar speed sign
City Hall Parking Lot Crack and Sand Seal Project	Maintenance	\$ 3,500	General - Admin	100-100-51050	Non-specified	Prolong useful life of asphalt. Includes re-striping when complete.

LISTING OF POTENTIAL PROJECTS						
PROJECTS	TYPE OF PROJECT	TOTAL PROJECT COST	FUND FOR EXPENDITURE	EXPENDITURE ACCOUNT	REVENUE SOURCE	DESCRIPTION
Community Center Upgrades and adjacent site improvements	Refurbishment	\$ 345,000	Parks	130-130-60130	URA Transfer	Design Phase of City Park Phase V (final phase)
Bolton Field Sports Complex Master Plan Update and Pre-design	Professional Sevices	\$ 35,000	Parks	130-130-60130	URA Transfer	Update 2011 Bolton Hill Sports Complex Master Plan with 2020 Parks, Recreation, and Open Spaces Master Plan recommendations
Bolton Field Sports Complex Design	Professional Sevices	\$ 180,000	Parks	130-130-60130	URA Transfer	Bolton Hill Sports Complex Architecture and Engineering Design
Bolton Field Sports Complex Phase 1	Professional Sevices	\$ 105,000	Parks	130-130-60130	URA Transfer	Scope should be defined after completion of Pre-Design and Master Plan project.
Dog Park	Professional services	\$ 95,000	Parks	130-130-60130	Non-specified	Construct a perimeter fence around 1.25 acres, with gate for people/dogs and maintenance vehicles. Potential amenities could include seating, play structures, a water connection
Trails and Paths Master Plan	Professional Sevices	\$ 50,000	Capital Construction - Governmental	310-310-60130	Parks SDC	Paths and Trails Master Plan recommended by 2020 Parks, Recreation and Open Space Master Plan
Territorial Park Pickleball Court Design	Professional Services	\$ 25,000	Parks	130-130-60130	Non-specified	Design/Project Bid Phase: Identified in Parks, Recreation, and Open Space Master Plan as community preferred activity
Pool and Community Center Parking Lot Crack and Sand Seal Project	Maintenance	\$ 8,500	Parks	130-130-53040	Non-specified	Prolong useful life of asphalt. Includes re-striping when complete.
String Landscaping Trimmers	Replacement	\$ 1,500	Parks	130-130-51515	Non-specified	Replace two worn trimmers
New Truck with Lift Gate	Replacement	\$ 40,000	Public Works Equipment	250-250-63615	Non-specified	New 1/2 ton utility pick-up and new lift gate
Street Preservation Crack and Sand Seal	Maintenance	\$ 1,062,325	Streets	230-230-53050	Non-specified	Per Street Preservation Plan
Elmira-Veneta Multi-Use Path	Professional Services	\$ 60,000	Street	230-230-52290	Non-specified	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
East Hunter Road Upgrade	Rehabilitation / Improvement	\$ 25,000	Streets, Transportation SDC	230-230-53050; 310-310-61610	Non-specified and Transportation SDC	Design Update/Project Bid Phase: Improve road from Territorial to Crystal Lane to City standards including curb, gutter, sidewalks, bike lanes, and stormwater treatment per TSP
Territorial Sidewalk RR Crossing	Improvement	\$ 15,000	Streets	230-230-53045	Non-specified	ADA Compliance

LISTING OF POTENTIAL PROJECTS						
PROJECTS	TYPE OF PROJECT	TOTAL PROJECT COST	FUND FOR EXPENDITURE	EXPENDITURE ACCOUNT	REVENUE SOURCE	DESCRIPTION
Pre-design of the WWTP upgrades	Professional Services	\$ 150,000	Sewer	314-314-60130	Sewer SDCs	Identify and prioritize the needed components to expand the wastewater treatment lant capacity to accommodate expected growth. Wastewater Master Plan project.
Sewer Infiltration and Inflow Inspection	Professional Sevices	\$ 60,000	Sewer	220-220-53150	Non-Specified	Maintenance
Lot 600 Floodplain Maps Update	Professional Sevices	\$ 40,000	Sewer (3/4), Stormwater (1/4)	220-220-61610; 240-240-61610	Non-specified	Provide certainty on floodplain and base flood elevation in the vicinity to identify development potential
Pine Street Lift Station pump upgrade	Professional Services	\$ 2,500	Sewer	220-220-61610	Non-specified	Upsizes the pulleys and sheeves of the lift station pumps to increase pumps' capacity
Luther Lane Waterline Extension	Construction	\$ 170,000	Water	210-210-60130	Non-specified Water	Extend water main on Luther Lane to connect near Hope Lane to provide needed looping of system. Water Master Plan CIP project.
Reservior Land Acquisition	Acquisition	\$ 115,000	Water	210-210-60130	Non-specified Water	Acquire land for future construction of redundant one million gallon reservoir for the 582 ft. Pressure zone per Water Master Plan CIP
Water Rates and SDC Studies	Professional Services	\$ 40,000	Water, Water SDC	210-210-52290; 312-312-52290	Non-specified and Water SDC	Replace expired rate study and update SDC with Capital Improvement Project List analysis
Security Cameras	Operations	\$ 13,000	Park, Sewer, Water Funds	xxx-xxx-51050	Non-Specified	Improve security monitoring to address property damage
Water System GIS Mapping Update	Professional Services	\$ 10,000	Water	210-210-53190	Non-specified	Update to include development from past years and new data in layers such as Age, Pipe Size, Pipe Material, and any known locations for repairs
Reservoir Inspection and Cleaning	Professional Services	\$ 5,000	Water	210-210-53040	Non-specified	Dive inspection and cleaning of all 3 reservoirs
Public Works Yard Lot Crack and Sand Seal Project	Maintenance	\$ 12,000	Water	210-210-53065	Non-specified	Prolong useful life of asphalt
Rescue Veneta Grants Program	Incentive	\$ 88,750	Business Assistance Fund	360-360-54500	ARPA	The program will provide up to \$2,500 for small businesses that suffered negative economic impacts due to the COVID-19 pandemic.

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	\$	318,416,704	
Increase Rate (3% maximum)		3%	
Estimated Assessed Value		<u>327,969,205</u>	
Assessed Value/1,000:		327,969	
Amount Tax Rate Will Raise		1,848,566	
Estimated/Actual Loss Due to Limits		(4,112)	
Other Adjustments per County		<u></u>	
Net Tax To Be Imposed		1,844,454	
% Property Taxes Collected, 5-Yr Avg		95.4%	
Estimate of Taxes to Receive	\$	<u>1,759,978</u>	

		FY2022-23	FY2021-22	FY2020-21
Estimate Distribution to Funds:	DOLLAR AMOUNT	PERCENT	PERCENT	PERCENT
General	\$ 334,396	19%	18%	18%
Law Enforcement	879,989	50%	55%	55%
Parks & Recreation	369,595	21%	16%	16%
Planning	175,998	10%	11%	11%
Total	\$ 1,759,978	100%	100%	100%

EXCLUDED FROM LIMITATION:

	BONDS AFTER MEASURE 5 2010 G.O. POOL	<other bonds>	TOTAL FOR CITY
Amount Needed for FY Bond Payments	\$ 91,607		\$ 91,607
Estimated/Actual Loss Due to Limits			-
Other Adjustments per County	<u>(35)</u>		<u>(35)</u>
% Property Taxes Collected, 5-Yr Avg	95.4%		95.4%
"Taxes Estimated to be Received" to Form LB-35	\$ 95,967.43		\$ 95,967.43

SCHEDULE OF TRANSFERS					
FUND(S) \$ BEING TRANSFERRED FROM	FUND(S) \$ BEING TRANSFERRED TO	AMOUNTS OUT	AMOUNTS IN	EXPLANATION	ACCOUNT #
General		\$ 60,000		Multi-city services	100-100-75010
	Building Inspection Program		\$ 60,000	program contract	260-000-41910
Zumwalt		\$ 32,000			350-350-75005, 30, 20
	General - Administration		\$ 2,000	Program expense and	100-000-41945
	Law Enforcement		\$ 10,000	Fund Resources support	120-000-41945
	Park and Recreation		\$ 20,000		130-000-41945
Business Assistance		\$ 1,000		Staff time spent on grant	360-360-75005
	General - Admin		\$ 1,000	administration	100-000-41955
		<u>\$ 93,000</u>	<u>\$ 93,000</u>		
From Urban Renewal To:					
	General - Administration	\$ 5,000		Administrative Agreement	100-000-41996
	General - Economic Dev	\$ 250,000		W. Broadway Building Rebuild/Demo	100-000-49115
	General - Economic Dev	\$ 70,000		Economic Development Strategy Incentives	100-000-49115
	Parks & Recreation	\$ 345,000		Bolton Hill Sports Complex	130-000-41995
	Parks & Recreation	\$ 345,000		City Park Community Center Upgrade	130-000-41995
		<u>\$ 1,015,000</u>			

STATE SHARED REVENUE APPORTIONMENTS					
Preliminary Population:		5,271			
Reduction Factor for decreased sales in recession:		95%		85%	
Note: The information in the columns entitled "Allocation %," "Fund," and "Account #" are based on current practice/policy.					
Revenue Type	Rate per Capita	Amount to Budget	Allocation % to Fund(s)	Fund	Account #
20% Liquor Taxes @ 95%	18.30	91,636	100%	General	100-000-41325
Cigarette Taxes @ 95%	0.75	3,756	100%	General	100-000-41330
75% Marijuana Taxes @ 95%	1.25	3,130	50%	Law Enforcement	120-000-41330
		3,130	50%	Parks and Recreation	130-000-41330
Highway Gas Taxes @ 85%	76.11	337,589	99%	Street	230-000-41310
		3,407	1%	Street (A)	230-000-41315
(A) Restricted for pedestrian and bicycle pathways					
14% State Liquor Tax @ 95%					
Complex formula including city property taxes, population, and income (ORS 221 770(4))					
Fiscal Year	Actual Amounts Received	Amount to Budget (B)			
2018-19	52,152				
2019-20	41,589				
2020-21	44,574				
2021-22 Estimated	37,200				
2022-23 Forecasted		41,685	100%	Parks and Recreation	130-000-41320
(B) Based on average of actual amounts received in last four years					
25% Marijuana Taxes @ 95%					
Formula using quarterly licensures in the city compared to the total licenses in all eligible cities					
2018-19	14,886				
2019-20	21,379				
2020-21	15,146				
2021-22 Estimated	7,490				
2022-23 Forecasted	6,400	3,040	50%	Law Enforcement	120-000-41330
		3,040	50%	Parks and Recreation	130-000-41330
Totals by Fund:					
General	95,392				
Law Enforcement	6,170				
Parks and Recreation	47,855				
Street	340,996				
	\$ 490,413				

DEBT SERVICE OBLIGATIONS - GOVERNMENTAL FUNDS

Debt Description/Fund	Allocation	Date of	Interest	Final	Amount	Debt	Principal	Extra	Interest	Amount to Budget	Account #s
		Issue	Rate	Maturity	of Issue	Outstanding	Due	Principal	Due		
				Date		06-30-19	FY2019-20		FY2019-20	by Fund/Account	
Banner Bank: Bolton Hill Sewer L.I.D.											
Sewer System Improvements		6-18-2009	3.475% *	6/15/2029	223,502	132,757	11,433	-	6,935		
Local Improvements	1.0									11,433	430-430-65510
Local Improvements	1.0									6,935	430-430-65520
Payment Total										\$ 18,368	
U.S. Bank: General Obligation Bonds											
Pool Facility Construction		2-12-2010	4.45%	1/1/2029	1,100,000	738,975	58,000	-	34,884		
Debt Service	1.0									58,000	110-110-65125
Debt Service	1.0									34,884	110-110-65130
Payment Total										\$ 92,884	
TOTALS						\$ 1,323,502	\$ 871,732	\$ 69,433	\$ -	\$ 41,819	\$ 111,252

* Refinanced in FY12-13 from 4.95% and 5.75% respectively.

Information for this worksheet can be found in the individual debt service files. The outstanding balance and the amount of principal and interest due in the upcoming year are shown on the amortization schedules. Extra principal amounts can be inserted into this worksheet as appropriate and the interest figures above include additional amounts to allow for year-end accruals.

DEBT SERVICE OBLIGATIONS - ENTERPRISE FUNDS

Debt Description	Allocation	Date of Issue	Interest Rate	Final Maturity Date	Amount of Issue	Debt Outstanding 06-30-19	Principal Due FY2019-20	Extra Principal	Interest Due FY2019-20	Amount to Budget by Fund/Account	Account #s
USDA Rural Development:											
Sewer System Improvements		08-08-2000	4.50%	08-08-2041	4,255,700	3,027,998	95,038	-	156,260		
Sewer	0.5									47,519	220-220-65230
Sewer	0.5									78,130	220-220-65240
Cap Construction-Sewer	0.5									47,519	314-314-65230
Cap Construction-Sewer	0.5									78,130	314-314-65240
Payment Total										\$ 251,298	
Banner Bank: North 40											
Purchase of 40 acres with manufactured home		12-15-2011	3.48%	12-15-2022	362,590	102,805	40,069	-	4,073		
Cap Construction-Sewer	1.0									40,069	314-314-65250
Cap Construction-Sewer	1.0									4,073	314-314-65260
Payment Total										\$ 44,142	
USDA Rural Development:											
Water System Expansion		12-01-2013	2.75%	12-01-2053	10,379,269	9,568,008	168,036	-	283,120		
Water	0.9									151,232	210-210-65110
Water	0.9									254,808	210-210-65115
Cap Construction-Water	0.1									16,804	312-312-65230
Cap Construction-Water	0.1									28,312	312-312-65240
Payment Total										\$ 451,156	
GRAND TOTALS:						\$ 14,997,559	\$ 12,698,811	\$ 303,143	\$ -	\$ 443,453	\$ 746,596

Information for this worksheet can be found in the individual debt service files. The outstanding balance and the amount of principal and interest due in the upcoming year are shown on the amortization schedules. Extra principal amounts can be inserted into this worksheet as appropriate and the interest figures above include additional amounts to allow for year-end accruals.

Appendix E



Veneta Urban Renewal Agency

Urban Renewal Agency Budget
Supporting Documents

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LISTING OF POTENTIAL PROJECTS						
PROJECTS	TYPE OF PROJECT	TOTAL PROJECT COST	FUND FOR EXPENDITURE	EXPENDITURE ACCOUNT	REVENUE SOURCE	DESCRIPTION
Highway 126 Intersection- Gateway Beautification	New Construction	\$30,000	URA		URA	Streetscape improvements include gateway improvements (signage) at the Highway 126 intersection
Business Assistance Program - W. Broadway Building Rebuild/Demo	Redevelopment	\$250,000	URA		URA	Incentive funds for future Downtown District catalyst projects pursuant to Downtown Retail Market Analysis and Development Action Plan, 2017-2019
Redevelopment Toolkit	Programming	\$90,000	URA		URA	Small and large project matching grants for businesses
Bolton Hill Sports Complex	Design	\$345,000	City of Veneta Parks & Recreation	130-000-41995	URA	Update 2011 Bolton Hill Sports Complex Master Plan with 2020 Parks, Recreation, and Open Spaces Master Plan recommendations; Bolton Hill Sports Complex Architecture and Engineering Design; Scope should be defined after completion of Pre-Design and Master Plan project
City Park Community Center Upgrade	Design and Construction	\$345,000	City of Veneta Parks & Recreation	130-000-41995	URA	
	TOTAL	\$ 690,000				

VENETA URBAN RENEWAL AGENCY
ESTIMATE OF TAXES

	ESTIMATED FY22-23	Actual FY21-22 Excess Assessed Value & Collections through March 2022	Actual FY20-21
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Current Year Assessed Value	\$ 61,731,390
Rate of Increase (maximum is 3%)	<u>1.03</u>
Estimated Assessed Value (for upcoming year)	63,583,332

Actual Assessed Value	*	\$ 61,731,390	\$ 55,326,861
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Tax to be Levied **	888,703
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Estimated Collection Rate	<u>90%</u>
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Estimated Tax Collections	\$ 799,832
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Actual Taxes Received	\$ 862,818	\$ 787,467
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Implied Rate	0.01397697	0.01423300
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* Value increase from previous year	11.5758%
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** Based on the estimated current year Excess Assessed Value multiplied by the implied rate for the estimated tax revenue to be collected for the upcoming fiscal year. Another option would be to use the average of past years collections.

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