

City of Myrtle Creek ANNUAL BUDGET

2023-2024
FISCAL YEAR



City of Myrtle Creek
P.O. Box 940
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CITY OF MYRTLE CREEK
DIRECTORY OF CITY OFFICIALS

FISCAL YEAR 2023-2024

CITY COUNCIL

MAYOR
Matthew Hald

COUNCILORS
Bill Burnett
Susan Harris
Robert Chaney Sr
Diana Larson
Luke Dillon

CITY ADMINISTRATOR
Lonnie Rainville

FIRE CHIEF
Melvin Pires

POLICE CHIEF
Jonathan Brewster

MUNICIPAL JUDGE
Jason Mahan

FINANCE OFFICER
Lesley Hiscocks

CITY RECORDER
Joanna Bilbrey

PUBLIC WORKS DIRECTOR
Steve Ledbetter



MYRTLE CREEK COMMISSION/COMMITTEE ROSTER

BUDGET COMMITTEE

Dan Jocoy	2024
Olivia See	2024
Cathy Wragg	2024
Sharon Umphlett	2025
Lori Proctor	2025
Tommy Earp	2025

PLANNING COMMISSION

Tommy Earp	2026
Tami Lannan	2023
Sharon Umphlett	2026
Angel Smith	2026
Kelli Johnson	2023

PARK COMMISSION 3 Year Terms

(vacant)	
Olivia See	2025
Mark Pavlak	2025
Jim Davies	2025
Linda Connell	2024
Bill Umphlett	2024

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DIRECTORY OF CITY OFFICIALS

COMMISSION & COMMITTEE ROSTER

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**BUDGET OFFICER'S MESSAGE
2023-2024 FISCAL YEAR**

Good evening, Mayor, City Council and Budget Committee members and welcome to the budget meeting for the 2023-2024 fiscal year. Enclosed is the 2023-2024 Proposed Budget for your review and consideration.

This budget document has been developed with our best forecast of future revenues and expenditures. In developing this balanced budget, staff took a realistic look at projected revenues and made estimates on how increasing service costs could be covered by projected revenues.

As required by Oregon Budget Law, this Proposed Budget balances resources with expenditures.

About 32% of the City's General Fund operating revenue is derived from property taxes. The City of Myrtle Creek derives the remainder of its operating revenue from a combination of sources which include, state shared revenues, franchise fees, investment income, licenses, fees and permits. The City's ability to increase revenue from any one or all of these sources is limited by legal requirements, and practicality.

As in past years there is always the potential of unanticipated situations that can impact the City's budget. The City should be prepared to act quickly to adjust the effects on the budget.

- This past year the City has seen significant increases in its operational costs due to inflationary conditions that are occurring nationally. We anticipate this will continue in this 2023-2024 fiscal period. Departments will have to stay on top of their expenditures as anticipated revenues have not increased at the same rate as costs.
- To meet the need for additional revenue, the city has implemented a \$4.00 per month Public Safety Fee. This will generate approximate \$77,500 to be used to support police operations.
- The city received the second ARPA payment of \$386,000 in late 2022. The city will be carrying approximately \$318,000 of this fund into the 2023-2024 fiscal year. The loose restrictions on it's use and the long period over which to spend it should allow the City to better serve the community as will better out financial position.
- The General Fund receives money from the enterprise funds (Sewer) that is used to supplement our general fund operation. Our sewer plant is almost 20 years old now and while it is in good shape and under design capacity, the equipment is aging. The South Umpqua Treatment Plant is now 10 years old and ongoing preventative maintenance will need to continue to be a high priority.
- The City will transfer \$130,000 of Sewer funds to the Water Fund to supplement water department operations.
- After one year of having the RV Park as its own fund we have seen that it is a positive revenue generator. Revenues are projected to allow approximately \$9,800 to the General Fund and Park Development Fund.

The preparation of the budget document requires the coordinated effort and cooperation of all City Department Heads and Staff. I would like to acknowledge all of the departments for the dedication they put forth in preparing this comprehensive budget document. We are fortunate to have volunteers such as our Councilors and Budget Committee members to come forward and put in time on such difficult subjects and we are fortunate to have such a dedicated group of employees.

I would like to especially recognize the efforts of our Finance Officer Lesley Hiscocks to compiled all the data for this year's budget.

This past year has been interesting with many administrative and operational challenges we have had to address. The coming year may require us to be extra vigilant and responsive in order to maintain our financial health while providing the essential services.

Your careful consideration of this budget proposal is requested.

Sincerely,

Lonnie Rainville
City Administrator/Budget Officer

CITY OF MYRTLE CREEK

FISCAL YEAR
2023-24

FINANCIAL SUMMARY							
	GENERAL FUND	SEWER UTILITY	WATER UTILITY	STREET UTILITY	OTHER FUNDS	LESS TRANSFERS	TOTAL ALL FUNDS
TOTAL REQUIREMENTS	4,220,556	2,348,850	1,981,500	1,474,924	6,515,968	(1,099,020)	15,442,778
LESS RESOURCES	2,885,556	2,348,850	1,981,500	1,477,924	6,515,968	(1,099,020)	14,107,778
TAXES TO BALANCE	1,335,000						1,335,000
TAXES NOT TO BE RECEIVED 5%	70,656						70,656
TAXES TO BE LEVIED	1,405,767						1,405,767
ANALYSIS OF TAXES TO BE LEVIED				ASSESSED VALUE HISTORY			
G.F. PROPERTY TAX REVENUE	1,405,767	6.5088		2024 ESTIMATED ASSESSED VALUE 240,470,901	2023 ASSESSED VALUE 233,466,894	ALLOWABLE INCREASE 3%	
				TAX RATE HISTORY			
				2021—22 Tax Rate \$6.5088 per thousand dollars of assessed value			
				2022—23 Tax Rate \$6.5088 per thousand dollars of assessed value			
				2023—24 Tax Rate \$6.5088 per thousand dollars of assessed value			
TOTAL 2023-2024 TAXES TO BE LEVIED	1,405,767	6.5088					

PROPERTY TAX INFORMATION

2024 ESTIMATED ASSESSED VALUE \$240,470,901

**CITY OF
MYRTLE CREEK**

**FISCAL
YEAR**

2023-24

**SUMMARY OF
GENERAL FUND EXPENDITURES**

DEPARTMENT	PERSONNEL	FRINGE BENEFITS	MATERIALS	CAPITAL OUTLAY	CONTIN- GENCY	TRANS- FERS	RESERVE AMOUNT	UNAPPRO- PRIATED END FUND	TOTALS
FIRE	34,500	19,100	128,910	5,500		45,000			233,010
COURT	35,310	28,248	87,400						150,958
LIBRARY			11,100						11,100
PARKS	95,556	68,800	61,050			5,000			230,406
COMMUNITY CENTER			10,350						10,350
GENERAL EQUIPMENT				5,000					5,000
SWIMMING POOL	59,440	7,500	23,500						90,440
POLICE	557,693	395,962	160,040						1,113,695
PUBLIC BUILDINGS	32,053	24,040	43,400	3,000					102,493
PUBLIC WORKS SHOP			35,500						35,500
SUPPORT SERVICES	235,376	164,763	219,047	318,000	125,000	135,745		1,039,674	2,237,604
TOTAL	1,049,928	708,413	780,296	331,500	125,000	185,745		1,039,674	4,220,556

**CITY OF
MYRTLE CREEK**

**FISCAL YEAR
2023-24**

SUMMARY OF

ALL FUND EXPENDITURES

FUND	PERSONNEL	FRINGES	MATERIALS & SERVICES	DEBT SERVICE	CAPITAL OUTLAY	CONTIN- GENCY	TRANS- FERS	RE- SERVES	ENDING FUND	TOTALS
SEWER UTILITY	311,916	223,911	662,571		200,000	10,452	420,000		520,000	2,348,850
SEWER CONSTRUCTION					1,300,000			400,000	240,554	1,940,554
WATER UTILITY	217,614	163,211	436,462		73,000	938	399,775	90,000	600,000	1,981,500
WATER CONSTRUCTION					30,000				2,338,860	2,368,860
AIRPORT			24,100		20,000	5,000			62,153	111,253
STREET	71,890	53,918	172,612		365,000	60,809	40,000	81,579	629,116	1,474,924
STORM WATER			13,750		10,000				28,682	52,432
WWTP CONSTRUCTION REPAY										
WTP CONSTRUCTION REPAY				307,774				147,414	102,221	557,409
PARK DEVELOPMENT			6,000		10,000	2,500			232,008	250,508
RV PARK			30,000				18,500		60,000	108,500
CAPITAL PROJECTS					60,000				988,908	1,048,908
PUBLIC SAFETY			35,000		7,544		35,000			77,544
SUB-TOTAL	601,420	441,040	1,380,495	307,774	2,075,544	79,699	913,275	718,993	5,802,502	12,321,242
GENERAL FUND										
TOTAL	1,049,928	708,413	780,297	0	331,500	125,000	185,745		1,039,674	4,220,556
TOTAL OF ALL FUNDS	1,651,348	1,149,453	2,160,792	307,774	2,407,044	204,699	1,099,020	718,993	6,842,176	16,541,798

**TOTAL 2023-24
BUDGET \$16,541,798**

LESS TRANSFERS (1,099,020)

**TOTAL LESS
TRANSFERS: \$15,442,778**

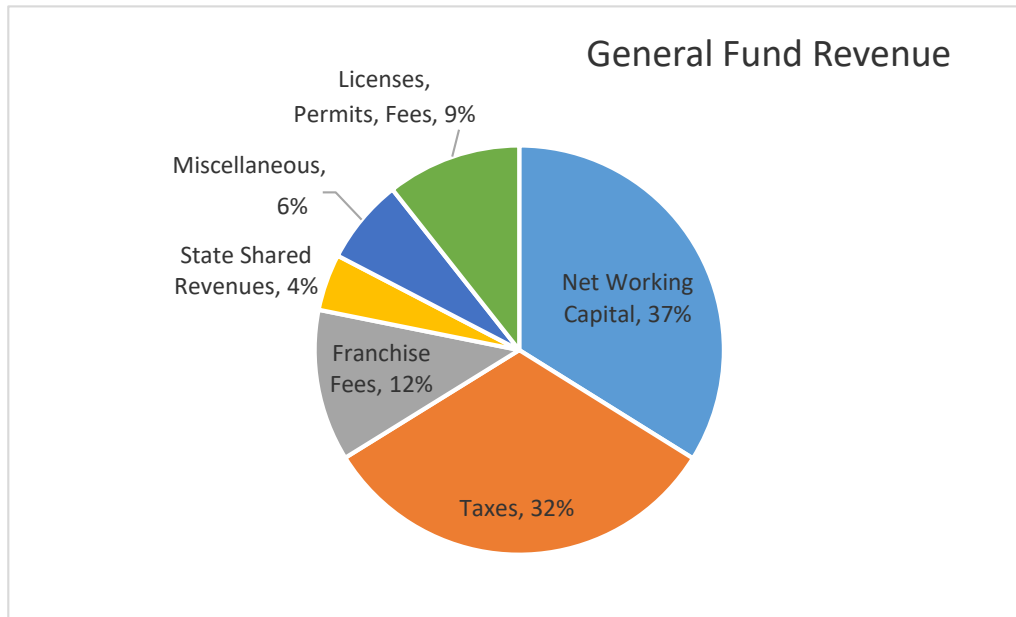
CITY OF MYRTLE CREEK SUMMARY OF TRANSFERS

BUDGETED TRANSFERS

2023-2024 FISCAL YEAR

TRANSFER FROM FUND		TRANSFER TO FUND	TRANSFER DESCRIPTION	BUDGETED AMOUNT
GENERAL FUND— FIRE	to	CAPITAL PROJECTS	FIRE TRUCK/EQUIP SAVINGS	45,000
GENERAL FUND— PARKS	to	CAPITAL PROJECTS	MOWER SAVINGS	5,000
PUBLIC SAFETY—	to	CAPITAL PROJECTS	POLICE CAR SAVINGS	35,000
GENERAL FUND---	to	WATER FUND	USER FEES	130,000
SUPPORT				
GENERAL FUND	to	CAPITAL PROJECTS	CAPITAL BUILDING	5,745
—SUPPORT				
SEWER FUND	to	CAPITAL PROJECTS	EQUIPMENT SAVINGS	50,000
SEWER FUND	to	SEWER CONSTRUCTION	FUTURE CAPITAL PROJECTS	200,000
SEWER FUND	to	GENERAL FUND		170,000
WATER FUND	to	WATER CONSTRUCTION	FUTURE CAPITAL PROJECTS	85,000
WATER FUND	to	CAPITAL PROJECTS	EQUIPMENT SAVINGS	7,000
WATER FUND	to	WP CONST DEBT	EAST RESERVOIR LOAN	110,028
WATER FUND	to	WP CONST DEBT	WATER PLANT CONSTRUCTION LOAN	197,747
STREET	to	STORM WATER FUND	FUTURE CAPITAL PROJECTS	15,000
STREET	to	CAPITAL PROJECTS	TRUCK & EQUIPMENT SAVINGS	25,000
RV PARK	to	PARK DEVELOPMENT	SHARE PROCEEDS TO PARK PROJECTS	9,250
RV PARK	to	GENERAL FUND		9,250

TOTAL TRANSFERS: \$1,099,020



Carryover (Net Working Capital)	\$ 1,516,340
Taxes	\$ 1,365,000
Franchise Fees	\$ 511,942
Miscellaneous	\$ 274,574
Licenses, Fees & Permits	\$ 370,200
State Shared Revenues	\$ 182,500
Total General Fund	<u>\$ 4,220,556</u>

City of Myrtle Creek

General Fund Revenues



CITY OF MYRTLE CREEK

2023-24 FISCAL YEAR

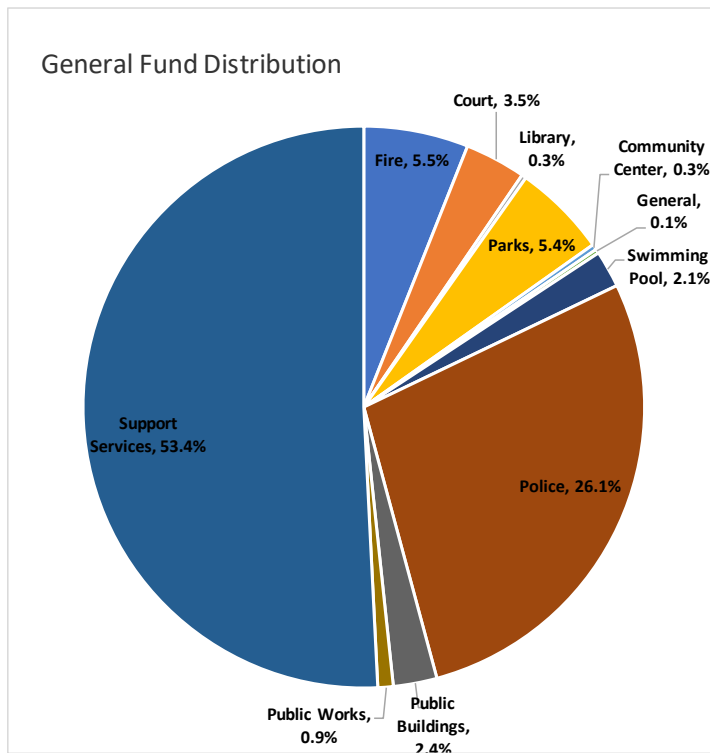
BUDGET

HISTORICAL DATA				GENERAL FUND				
2021	2022	2023	2023	REVENUE		2024	2024	2024
				Account		Proposed	Approved	Adopted
Actual	Actual	Adopted	Estimated	Number	Description			
1,171,122	1,200,000	1,409,490	1,451,900	400.00	NET WORKING CAPITAL	1,516,340	1,516,340	1,516,340
1,207,807	1,261,602	1,300,333	1,300,000	401.01	CURRENT PROPERTY TAXES	1,335,000	1,335,000	1,335,000
57,922	31,187	43,825	8,000	401.02	PRIOR YEAR PROPERTY TAX	30,000	30,000	30,000
42,930	0	0	0	401.03	PILT-SEWER(PMT/LIEU TAX)	0	0	0
33,964	0	0	0	401.04	PILT-WATER(PMT/LIEU TAX)	0	0	0
7,524	7,754	7,250	7,485	401.05	BUSINESS LICENSES	7,400	7,400	7,400
3,385	2,959	2,625	2,500	402.01	STATE CIGARETTE REVENUE	2,500	2,500	2,500
168,291	148,012	143,444	108,141	402.02	STATE OLCC REVENUE	145,000	145,000	145,000
178,935	175,953	175,000	170,000	403.01	FRANCHISE-ELECTRICITY	182,000	182,000	182,000
38,064	44,443	32,000	25,000	403.02	FRANCHISE-NATURAL GAS	35,000	35,000	35,000
683	636	3,000	2,500	403.03	FRANCHISE-TELEPHONE	2,500	2,500	2,500
31,748	32,806	21,000	21,000	403.04	FRANCHISE-CABLE TV	21,000	21,000	21,000
13,509	0	14,550	14,572	403.05	FRANCHISE-SPRINT/NEXTEL PHONE	14,550	14,550	14,550
22,968	24,116	24,000	25,322	403.06	FRANCHISE-AT&T PHONE	25,000	25,000	25,000
14,907	14,907	14,907	14,907	403.07	FRANCHISE-MCI/VERIZON PHONE	14,907	14,907	14,907
89,173	90,975	90,642	90,000	403.08	FRANCHISE-SEWER FUND	90,860	90,860	90,860
80,254	81,282	81,625	81,000	403.09	FRANCHISE-WATER FUND	81,625	81,625	81,625
10,110	11,041	9,500	8,000	403.10	FRANCHISE-DOUGLAS FAST NET	9,500	9,500	9,500
30,712	37,814	32,300	35,000	403.11	FRANCHISE-SO. UMPQUA DISPOSAL	35,000	35,000	35,000
99,369	386,813	380,000	395,813	404.00	GRANTS	50,000	50,000	50,000
15,597	29,763	16,000	22,000	407.01	SWIMMING PROGRAM	22,000	22,000	22,000
0	23,500	11,750	11,750	407.02	RURAL FIRE DISTRICT	12,000	12,000	12,000
159	0	0	0	407.05	HISTORICAL REVIEW COMMITTEE	0	0	0
116,778	118,681	100,000	85,000	408.00	FINES AND COURT COSTS	100,000	100,000	100,000
3,500	4,300	1,500	750	408.01	VEHICLE IMPOUND FEES	1,500	1,500	1,500
0	272	250	0	408.50	SECURITY—POLICE DEPT	0	0	0
0	936	500	0	408.60	POLICE SEIZURE REVENUE	0	0	0
2,969	2,107	2,500	3,524	410.00	MISCELLANEOUS REVENUE	2,500	2,500	2,500
6,775	5,005	5,000	2,500	415.00	PLANNING FEES	5,000	5,000	5,000
9,474	8,946	8,500	25,000	420.00	INVESTMENT INTEREST	30,000	30,000	30,000
28,386	30,639	27,636	26,000	440.00	SHOP SERVICES	35,550	35,550	35,550
99,088	101,768	105,868	105,000	441.00	SUPPORT SERVICES	194,574	194,574	194,574
43,471	32,464	40,000	30,000	450.00	STATE REVENUE SHARING	35,000	35,000	35,000
	7,208		0	460.00	POLICE DRONE DONATIONS	0	0	0
3,892	5,784	5,000	3,800	469.00	PROPERTY RENTALS	5,000	5,000	5,000
0	0	30,000	30,000	490.02	TRANSFER — SEWER FUND	170,000	170,000	170,000
0	0	21,000	14,000	490.03	TRANSFER — RV PARK FUND	9,250	9,250	9,250
3,633,466	3,923,673	3,830,995	4,120,464	TOTAL GENERAL FUND REVENUE		4,220,556	4,220,556	4,220,556

City of Myrtle Creek

General Fund Distribution

Support Services	\$ 2,237,604	53.4%
Police	\$ 1,113,695	26.1%
Fire	\$ 233,010	5.5%
Parks	\$ 230,406	5.4%
Municipal Court	\$ 150,958	3.5%
Public Buildings	\$ 102,493	2.4%
Pool	\$ 90,440	2.1%
Public Works	\$ 35,500	.9%
Community Center	\$ 10,350	.3%
Library	\$ 11,100	.3%
General Equipment	\$ 5,000	.1%
Total	\$ 4,220,556	100%



City of Myrtle Creek

Fire Chief
Melvin Pires
|
Assistant Chief
Brennan Pettibone
|
Maintenance Engineer
Chuck Wheeler
|
Medical Officer
Kaitlyn Lowden
|
Training Officer
Jimmy Chandler

Firefighters: Chad Beam, Bob Cavaner, Larry Doud, Tommy Earp, Brandon Everett, Cameron Everett, Adam Fraser, Gagandeep Gill, Jerry Green, Steve Hall, Brandy Handel, Brandon Kerns, Aaron Lincecum, Robert Lowden, Kyla Mays, Tanner Pence, Madelyn Pettibone, Quinn Pickering, Nicholas Smith, Joshua Van Heck, Daniel Walton, Steve Wright, Teish Brown, Jeremiah Sinclair

Records Clerk/Treasurer Kristine Chandler

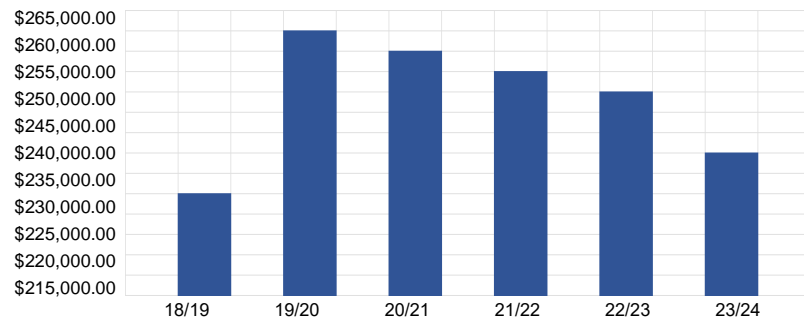
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City of Myrtle Creek



Fire Department



Proposed Budget

2022-23	\$ 250,915
2023-24	\$ 233,010
\$ Decrease	\$ -17,905
% Decrease	-7.14%

FIRE DEPARTMENT

The Fire Department is responsible for emergency response to fires, medical services and disaster management. The Department accomplishes these responsibilities through a coordinated system of fire prevention, risk management, training, maintenance and support activities. The City of Myrtle Creek is fortunate to have a dedicated Volunteer Fire Department. Our fire rating is one of the best in the State and saves property owners thousands of dollars each year in insurance premiums. The volunteers continue to be involved in many of the community activities. The Department coordinates the “Clothe-a-Child” program for our area, along with the Father-Daughter dance, toys for children at Christmastime. These are just a few examples of their efforts as active participants in our community. The members of the Department continue to give their time and energy to protect the lives and property of our citizens. We owe them a great deal of thanks.

Regulatory requirements are a fact of life regarding fire department operations and training. Most of these changes have come in the form of increased standards, training and documentation. These requirements put additional burdens on our valued volunteers. This budget represents an incentive program which provides fire department officers with a small amount of compensation for the amount of time required to serve as an officer.

Another tier of the incentive program is directed toward the general volunteers. The department will track training courses and calls attended throughout the year. Volunteers will be compensated in December of each year for the number of calls and training attended during the year (up to \$600 per person). These funds are budgeted under Contract-Volunteers.

SIGNIFICANT CHANGES FOR FISCAL YEAR 2023-2024: The Fire Department’s budget decreases by \$28,365.00 this year. We reduced the capital expenditure due to a lower cost project, lowered the capital transfer for vehicle and materials and Services were reduced to be more in line with historical values. We also purchased a defibrillator/monitor from *ARPA funds* for the fire department, so it didn’t come out of *their* budget.

PERSONNEL SERVICES

The following positions compile Personnel Services:

- ◆ Fire Chief—\$9,000 per year
- ◆ Assistant Chief—\$4,800 per year
- ◆ Maintenance Engineer—\$4,800 per year
- ◆ Training Officer—\$4,800 per year
- ◆ Medical Officer—\$2,400 per year
- ◆ Records Clerk & Treasurer — One part-time position (.25 FTE). Provides administrative assistance to the Fire Department.

CAPITAL OUTLAY

There is \$2,500 budgeted in capital outlay to replace fire hose or other water supply equipment. We also plan to upgrade the CAD computer software \$3,000.

MISCELLANEOUS

TRANSFER—CAPITAL PROJECTS: Represents the capital improvement program to save for a new Fire Truck or other necessary equipment.

**CITY OF MYRTLE CREEK
2023-24 FISCAL YEAR
BUDGET**

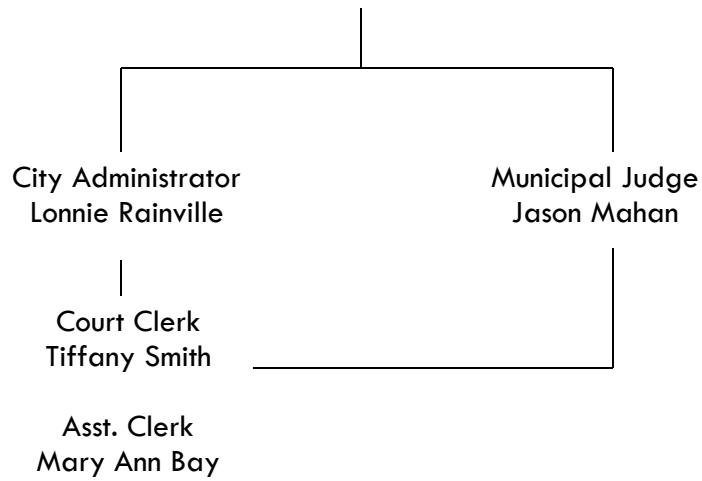
**GENERAL FUND
FIRE DEPARTMENT
(100-0100)**

HISTORICAL DATA

2021	2022	2023	2023	Account		2024	2024	2024
Actual	Actual	Adopted	Estimated	Number	Description	Proposed	Approved	Adopted
PERSONNEL SERVICES								
32,400	32,400	34,458	52,000	501.01	REGULAR SALARIES	34,500	34,500	34,500
			(35,000)	501.03	WAGE SUBSIDY GRANT-WILDF			
		19,047	15,500	501.50	FRINGE BENEFITS	19,100	19,100	19,100
1,677	1,866			501.51	PERS-RETIREMENT			
304	275			501.52	DENTAL INSURANCE			
4,067	3,872			501.53	MEDICAL INSURANCE			
2,472	2,470			501.54	FICA & MEDICARE TAXES			
3,331	3,653			501.55	LIFE INSURANCE			
4,894	3,162			501.56	WORKMAN'S COMP			
49,145	47,698	53,505	32,500		TOTAL PERSONNEL SERVICES	53,600	53,600	53,600
MATERIALS & SERVICES								
4,072	4,076	5,000	2,750	600.01	TELEPHONE	4,500	4,500	4,500
3,747	4,386	4,000	4,500	600.02	GAS HEAT	4,500	4,500	4,500
5,844	5,313	6,500	8,000	600.03	ELECTRICITY	7,000	7,000	7,000
1,588	1,587	1,700	1,800	600.04	WATER & SEWER	1,700	1,700	1,700
4,650	8,722	8,000	6,000	600.10	MEMBERSHIP & TRAINING	8,000	8,000	8,000
5,340	11,047	10,000	8,000	600.20	BUILDING & GROUND MAINTENANCE	10,000	10,000	10,000
2,533	7,242	10,000	5,000	600.21	VEHICLE MAINT & REPAIR	9,000	9,000	9,000
4,388	10,629	11,000	8,500	600.22	EQUIP MAINT & REPAIR	10,000	10,000	10,000
6,379	4,283	7,000	7,000	600.30	OPERATING SUPPLIES	7,000	7,000	7,000
4,575	4,893	6,500	6,000	600.31	TOOLS & EQUIPMENT	5,000	5,000	5,000
2,420	5,454	5,000	6,500	600.32	GAS / OIL / LUBE	5,000	5,000	5,000
14,160	18,656	25,000	20,000	600.33	SAFETY EQUIPMENT	20,000	20,000	20,000
1,813	1,072	2,500	1,500	600.35	MEDICAL SUPPLIES	2,500	2,500	2,500
23,070	23,808	25,000	24,000	600.41	CONTRACT - VOLUNTEERS	25,000	25,000	25,000
5,000	5,000	7,210	7,500	600.42	CONTRACT SERVICES—DISPATCH	7,210	7,210	7,210
500	500	1,500	1,500	600.43	CONTRACT SVS—RADIO MAINTENANCE	1,500	1,500	1,500
0	0	1,000	0	600.46	HAZMAT TRAINING	1,000	1,000	1,000
90,079	116,668	136,910	118,550		TOTAL MATERIALS & SERVICES	128,910	128,910	128,910
CAPITAL OUTLAY								
		2,500	2,000	701.10	FIRE HOSE / WATER SUPPLY	2,500	2,500	2,500
1,828	2,500	13,000	9,390	701.11	CAD UPGRADE PROJECT	3,000	3,000	3,000
1,828	2,500	15,500	2,000		TOTAL CAPITAL OUTLAY	5,500	5,500	5,500
MISCELLANEOUS								
45,000	60,000	45,000	45,000	901.20	TRANSFER-CAPITAL PROJECTS	45,000	45,000	45,000
45,000	60,000	45,000	45,000		TOTAL MISCELLANEOUS	45,000	45,000	45,000
186,052	226,866	250,915	216,990		TOTAL FIRE DEPARTMENT	233,010	233,010	233,010

City of Myrtle Creek

City Council

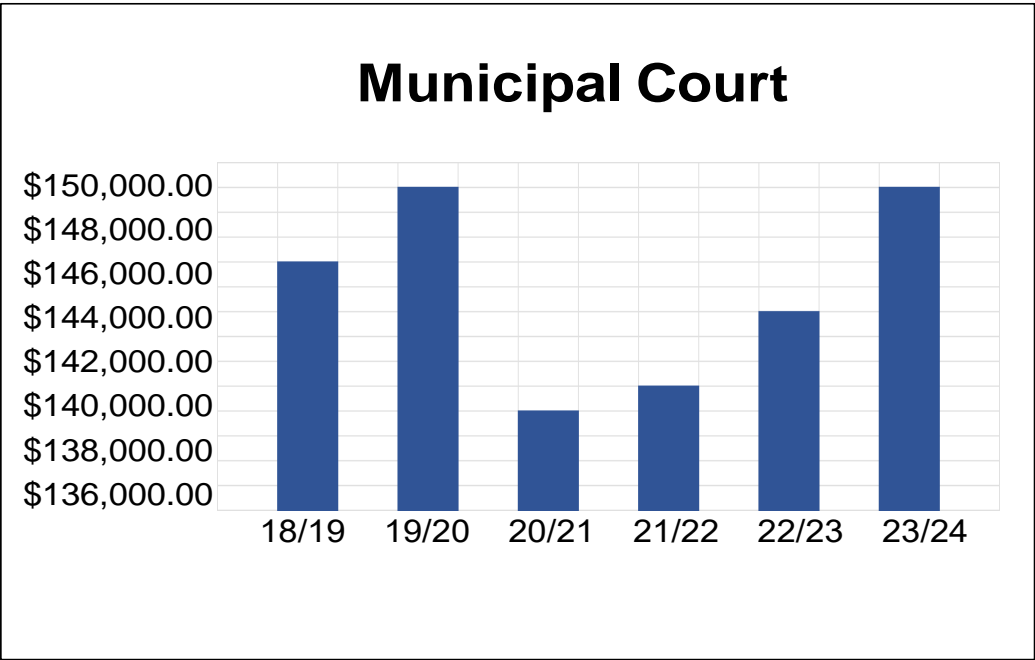


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City of Myrtle Creek



Proposed Budget

2022-23	\$145,835
2023-24	\$150,958
\$ Increase	\$ 5,123
% Increase	3.5%

MUNICIPAL COURT

The Municipal Court has the responsibility of holding arraignments and trials for violations of traffic codes, misdemeanors, municipal laws and ordinances. The court has a part-time Municipal Judge, a .5 Court Clerk, and a .2 Records Clerk. The Municipal Judge is retained through an intergovernmental agreement between the City of Myrtle Creek and the City of Roseburg. Fines collected through the Court is revenue for the General Fund. While the purpose of the Court system is not to generate dollars for the City, the revenue helps to offset the expenses of the Court Department.

SIGNIFICANT CHANGES FOR FISCAL YEAR 2023-2024

The Municipal Court will continue funding half the salary for a part-time Records Clerk. Due to the caseload in this Department, the Court Clerk needs assistance to run the Department efficiently.

PERSONNEL SERVICES

Municipal Judge Jason Mahan – Retained through an intergovernmental agreement with the City of Roseburg.

Court Clerk Tiffany Smith .5 FTE – Administrate all duties connected with the Municipal Court including setting court dates, filing subpoenas, requesting warrants, jury selection and the collection of all court fines, bail monies and restitution. Assists the Judge in the courtroom and any actions required by the Judge or Court.

Records Clerk Mary Ann Bay .20 FTE — Part-time position to assist the Court Clerk with court documents, scheduling, collecting fine payments, bail & restitution and any other actions required by the Judge or the Court.

MATERIALS AND SERVICES

We have added a line item entitled “Court Appointed Legal Fees” to break it away from Operating Supplies. This will be more transparent and better able to track expenses for court-appointed attorneys.

CITY OF MYRTLE CREEK

2023-24 FISCAL YEAR BUDGET

**GENERAL FUND
MUNICIPAL COURT
(100-0200)**

HISTORICAL DATA

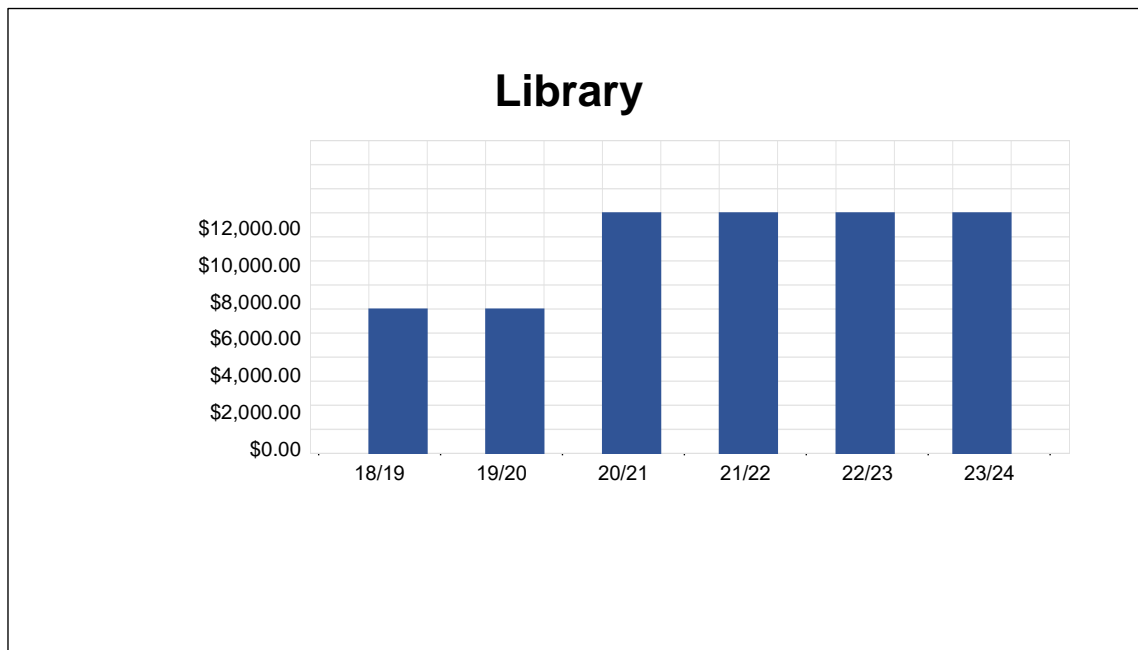
2021	2022	2023	2023	Account	Description	2024	2024	2024
Actual	Actual	Adopted	Estimated	Number		Proposed	Approved	Adopted
PERSONNELSERVICES								
26,177	25,522	33,000	29,000	501.01	REGULAR SALARIES	35,310	35,310	35,310
		25,235	22,000	501.50	FRINGE BENEFITS	28,248	28,248	28,248
5,237	5,595			501.51	PERS-RETIREMENT			
876	844			501.52	DENTAL INSURANCE			
11,733	11,893			501.53	MEDICAL INSURANCE			
2,003	1,952			501.54	FICA & MEDICARE TAXES			
110	110			501.55	LIFE INSURANCE			
1,178	775			501.56	WORKMAN'S COMP			
47,314	46,691	58,235	51,000		TOTAL PERSONNEL SERVICES	63,558	63,558	63,558
MATERIALS & SERVICES								
-	200	1,500	1,000	600.10	MEMBERSHIP & TRAINING	1,000	1,000	1,000
900	900	1,200	1,500	600.11	TRAVEL EXPENSE	1,500	1,500	1,500
2,116	21,453	4,000	1,500	600.30	OPERATING SUPPLIES	2,000	2,000	2,000
		14,000	14,000	600.35	COURT APPOINTED LEGAL FEES	13,500	13,500	13,500
1,071	1,855	1,900	1,300	600.38	CREDIT PROCESSING FEES	1,900	1,900	1,900
26,216	27,808	35,000	42,000	600.41	CONTRACTUAL SERVICES	40,000	40,000	40,000
25,841	27,002	30,000	15,000	600.70	COURT ASSESSMENTS	27,500	27,500	27,500
56,144	79,218	87,600	76,300		TOTAL MATERIALS & SERVICES	87,400	87,400	87,400
103,458	125,909	142,718	127,300		TOTAL MUNICIPAL COURT DEPT	150,958	150,958	150,958

City of Myrtle Creek

Library



City of Myrtle Creek



Proposed Budget

2022-23	\$11,050
2023-24	\$11,100
\$ Increase	\$ 50
% Increase	0.45%

LIBRARY DEPARTMENT

The Library Department Fund is used to provide utilities to and maintain the library building.

SIGNIFICANT CHANGES FOR FISCAL YEAR 2023-2024

We will continue to support the “Friends of the Myrtle Creek Library” to assist their operations with a donation of \$4,300 this year.

In 2017, Douglas County ceased to operate the library in the City. The organization currently operating the Library is volunteer-based and is called “Friends of Myrtle Creek Library”.

MATERIALS AND SERVICES

The City is responsible to provide the building to house the Library. This includes electricity, water & sewer and building & grounds maintenance.

CITY OF MYRTLE CREEK
2023-24 FISCAL YEAR BUDGET

GENERAL FUND
LIBRARY DEPARTMENT
(100-0300)

HISTORICAL DATA

2021	2022	2023	2023	Account	Description	2024	2024	2024
Actual	Actual	Adopted	Estimated	Number		Proposed	Approved	Adopted
MATERIALS & SERVICES								
2,744	2,865	3,750	3,500	600.03	ELECTRICITY	4,000	4,000	4,000
1,557	1,530	1,800	1,500	600.04	WATER & SEWER	1,600	1,600	1,600
943	987	1,200	900	600.20	BLDG & GROUNDS MAINT	1,200	1,200	1,200
4,000	4,100	4,300	4,100	600.79	FRIENDS OF MC LIBRARY	4,300	4,300	4,300
9,244	9,482	11,050	10,000		TOTAL MATERIALS & SERVICES	11,100	11,100	11,100
9,244	9,482	11,050	10,000		TOTAL LIBRARY DEPARTMENT	11,100	11,100	11,100

City of Myrtle Creek

City Administrator
Lonnie Rainville

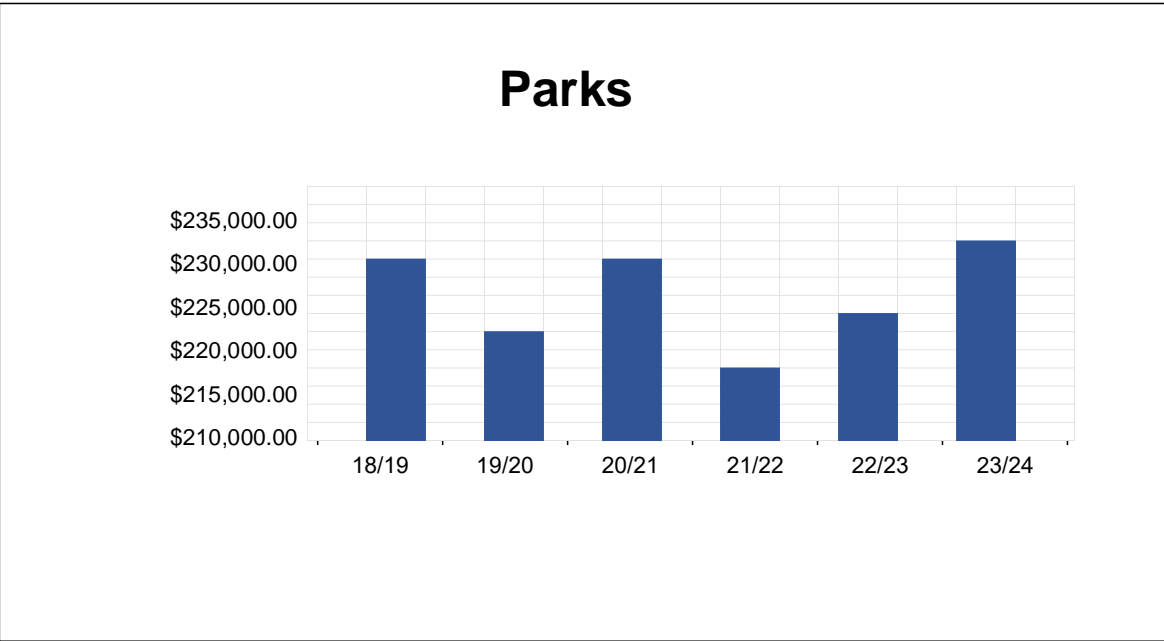
Parks/Buildings Project Coordinator
Michael Branson

Parks Workers
Jeremy Williams

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Proposed Budget

2022-23	\$224,516
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2023-24	\$230,406
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\$ Increase	\$ 5,890
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% Increase	2.62%
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PARKS DEPARTMENT

The Parks Department covers the cost of routine maintenance and operations of the City's park system. The City's park system includes Millsite Park, Millsite RV Park, Evergreen Park, Maggie Steinbaugh Park, Creekside Memorial Park and the Veterans Memorial. Capital improvements are funded through grants, donations and income from the RV Park & park rentals. The revenue received from the RV Park is placed in the RV Park Fund, then shared with the Park Development Fund. Projects and expenditures are identified and approved by the Park Commission.

The Park Commission and City Council work from goals established through the Park Commission and are reviewed on an annual basis. The goals help develop future projects within the park system.

PERSONNEL SERVICES

Parks/Building Facilities Project Coordinator Michael Branson – (.50FTE). Responsible for maintaining parks and public facilities.

Parks Workers Jeremy Williams – One Full time positions (1FTE). Maintains city parks, including landscape maintenance as well as restrooms and facilities.

Parks Workers New – One Full time position to be split with Public Works (.4 FTE). Maintains city parks, including landscape maintenance as well as restrooms and facilities.

Seasonal Parks Helper & Community Workers – Assists in the maintenance of city parks. This includes County work crew and citizen volunteers.

SIGNIFICANT CHANGES FOR FISCAL YEAR 2023 - 2024

The Parks Department budget has added a .4 position in Personnel Services. There is a slight decrease in Materials & Services due to increasing costs.

- Tree safety & maintenance throughout our park system
- Mower Savings (transfer to Capital Projects) \$5,000

This year's planned projects are: No planned projects for 2023-2024.

Other Parks projects are addressed in the Park Development Fund.

CITY OF MYRTLE CREEK

2023-24 FISCAL YEAR BUDGET

GENERAL FUND

PARKS DEPARTMENT

(100-0500)

HISTORICAL DATA

2021	2022	2023	2023	Account	Description	2024	2024	2024
Actual	Actual	Adopted	Estimated	Number		Proposed	Approved	Adopted
PERSONNEL SERVICES								
84,263	62,164	75,429	51,500	501.01	REGULAR SALARIES	95,556	95,556	95,556
		71,487	35,000	501.50	FRINGE BENEFITS	68,800	68,800	68,800
(12,469)				501.03	WAGE SUBSIDY REIMBURSEMENT			
16,836	12,103			501.51	PERS-RETIREMENT			
2,048	1,426			501.52	DENTAL INSURANCE			
28,714	21,509			501.53	MEDICAL INSURANCE			
6,446	4,755			501.54	FICA & MEDICARE TAXES			
156	248			501.55	LIFE INSURANCE			
5,374	3,173			501.56	WORKMAN'S COMP			
131,368	105,378	146,916	86,000		TOTAL PERSONNEL SERVICES	164,356	164,356	164,356
MATERIALS & SERVICES								
13,571	14,340	12,750	16,700	600.03	ELECTRICITY	7,000	7,000	7,000
11,573	10,310	12,100	10,500	600.04	WATER & SEWER	11,750	11,750	11,750
510	506	2,500	1,250	600.10	MEMBERSHIP & TRAINING	1,800	1,800	1,800
17,134	8,088	20,000	10,000	600.20	BLDG & GROUNDS MAINT	15,000	15,000	15,000
5,424	9,529	6,000	4,000	600.22	EQUIP MAINT & REPAIR	5,000	5,000	5,000
4,140	3,610	3,500	3,500	600.30	OPERATING SUPPLIES	3,500	3,500	3,500
		1,500	1,000	600.31	TOOLS	1,000	1,000	1,000
4,609	8,710	6,750	8,000	600.32	GAS / OIL / LUBE	9,000	9,000	9,000
12,826	12,636	7,500	8,000	600.41	CONTRACTURAL SERVICES	7,000	7,000	7,000
69,787	67,729	72,600	62,950		TOTAL MATERIALS & SERVICES	61,050	61,050	61,050
MISCELLANEOUS								
7,500	7,500	5,000	5,000	901.22	TRANSFER—CAPITAL PROJECTS	5,000	5,000	5,000
7,500	7,500	5,000	5,000		TOTAL MISCELLANEOUS	5,000	5,000	5,000
208,655	180,607	224,516	153,950		TOTAL PARKS DEPARTMENT	230,406	230,406	230,406

City of Myrtle Creek

City Administrator
Lonnie Rainville

Parks/Buildings Project Coordinator
Michael Branson

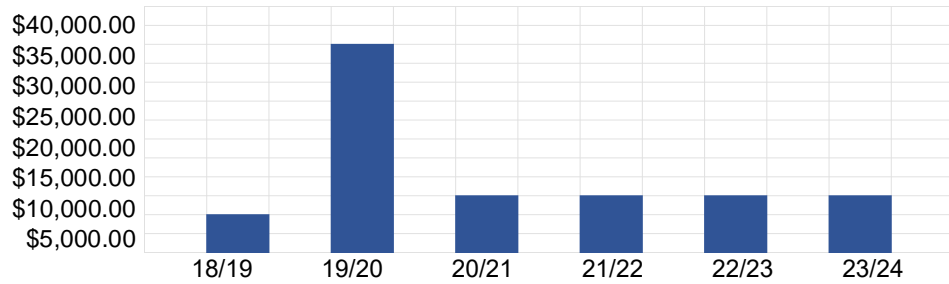
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City of Myrtle Creek

Community Center



Proposed Budget

2022-23	\$13,250
2023-24	\$10,350
\$ Decrease	\$ - 2,900
% Decrease	-21.8%

CITY OF MYRTLE CREEK
2022-23 FISCAL YEAR BUDGET

GENERAL FUND
COMMUNITY CENTER DEPARTMENT
(100-0510)

HISTORICAL DATA								
2021	2022	2023	2023	Account	Description	2024	2024	2024
Actual	Actual	Adopted	Estimated	Number		Proposed	Approved	Adopted
MATERIALS & SERVICES								
1,443	2,032	2,000	2,882	600.02	NATURAL GAS	2,500	2,500	2,500
1,170	1,293	1,600	1,600	600.03	ELECTRICITY	2,200	2,200	2,200
1,556	1,551	1,650	1,500	600.04	WATER / SEWER	1,650	1,650	1,650
1,258	1,411	5,000	2,500	600.20	BLDG & GROUNDS MAINT	4,000	4,000	4,000
0	0	3,000	500	600.41	CONTRACTUAL SERVICES	0	0	0
5,427	6,257	13,250	8,982		TOTAL MATERIALS & SERVICES	10,350	10,350	10,350
5,427	6,257	13,550	8,982		TOTAL COMMUNITY CENTER DEPT	10,350	10,350	10,350

City of Myrtle Creek

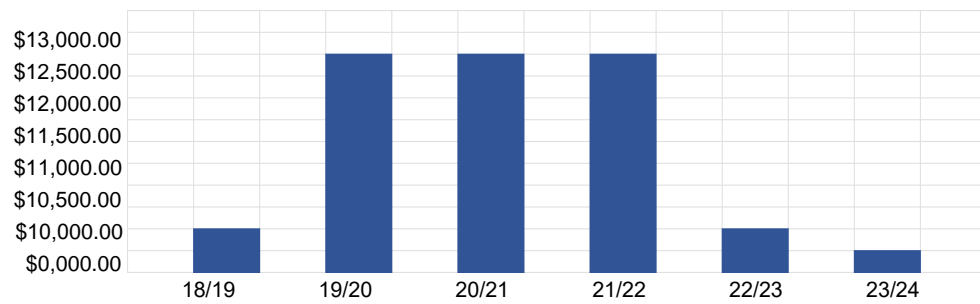
City Administrator
Lonnie Rainville

General Equipment



City of
Myrtle
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General Equipment



Proposed Budget

2022-23	\$10,000
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2023-24	\$5,000
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Decrease	\$ -5,000
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% Decrease	-50%
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GENERAL EQUIPMENT DEPARTMENT

The General Equipment Department is intended to fund equipment that provides benefits to all City operations.

SIGNIFICANT CHANGES FOR FISCAL YEAR 2023-2024

This Department is reduced to \$5,000.

CAPITAL OUTLAY

- ♦ Nothing planned this year

CITY OF MYRTLE CREEK
2023-24 FISCAL YEAR BUDGET

GENERAL FUND
GENERAL EQUIPMENT DEPARTMENT
(100-0550)

HISTORICAL DATA

2021	2022	2023	2023	Account	Description	2024	2024	2024
Actual	Actual	Adopted	Estimated	Number		Proposed	Approved	Adopted
CAPITAL OUTLAY								
9,394	3,001	10,000	2,000	701.01	EQUIPMENT	5,000	5,000	5,000
9,394	3,001	10,000	2,000		TOTAL CAPITAL OUTLAY	5,000	5,000	5,000
9,394	3,001	10,000	2,000		TOTAL GENERAL EQUIP DEPT	5,000	5,000	5,000

City of Myrtle Creek

City Administrator
Lonnie Rainville

Parks/Buildings Project Coordinator
Michael Branson

Pool Manager

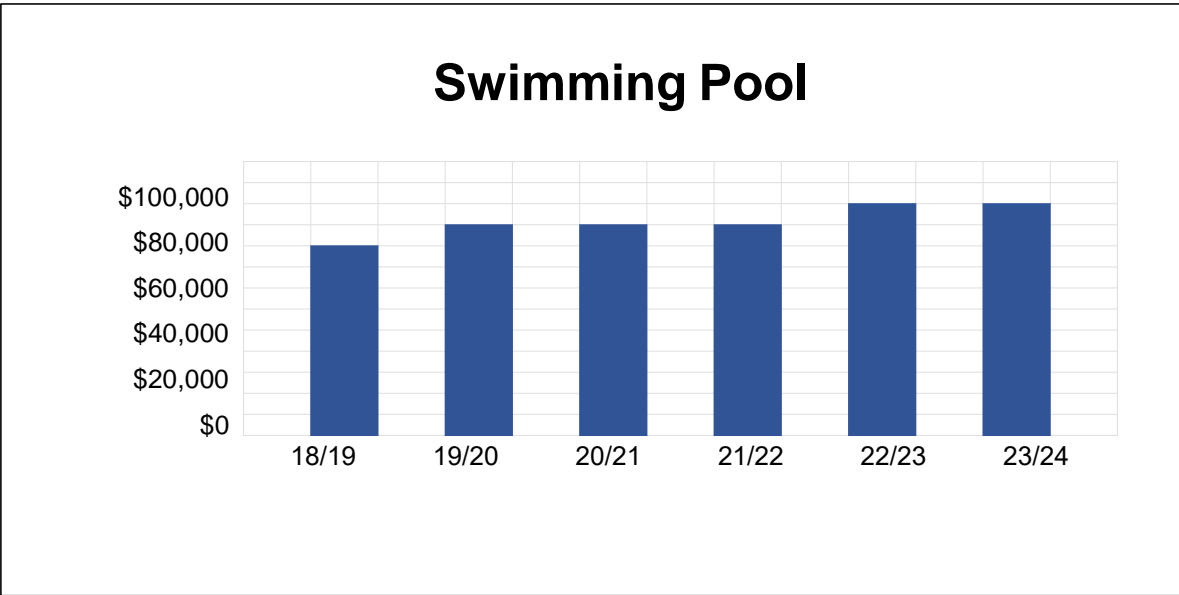
Lifeguards

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City of Myrtle Creek



Proposed Budget

2022-23	\$88,385
2023-24	\$90,440
\$ Increase	\$ 2,055
% Increase	2.25%

SWIMMING POOL DEPARTMENT

The City of Myrtle Creek's municipal swimming pool is complete with a diving board, two water slides, an ADA lift and a water basketball hoop. We offer American Red Cross swimming lessons, lap swim, water exercise classes, recreational swim and private facility rentals.

SIGNIFICANT CHANGES FOR FISCAL YEAR 2023-2024

PERSONNEL SERVICES

An increase is shown here due to Oregon's increased minimum wage, which is \$12.50 as of 7-1-2022.

Swimming Pool Manager – Seasonal position. Supervises the day-to-day operations of the swimming pool. Supervises swimming pool personnel. Teaches swimming programs and performs general lifeguard duties. Reports to the Parks and Building Facilities.

Lifeguards – Seasonal positions. Responsible for teaching swimming programs and substantial time life guarding. Reports to Swimming Pool Manager and Assistant Swimming Pool Manager.

MATERIALS AND SERVICES

The materials and services budget is decreased from last year, several of the line items were adjusted to be more in line with historical expenses.

CITY OF MYRTLE CREEK 2023-24

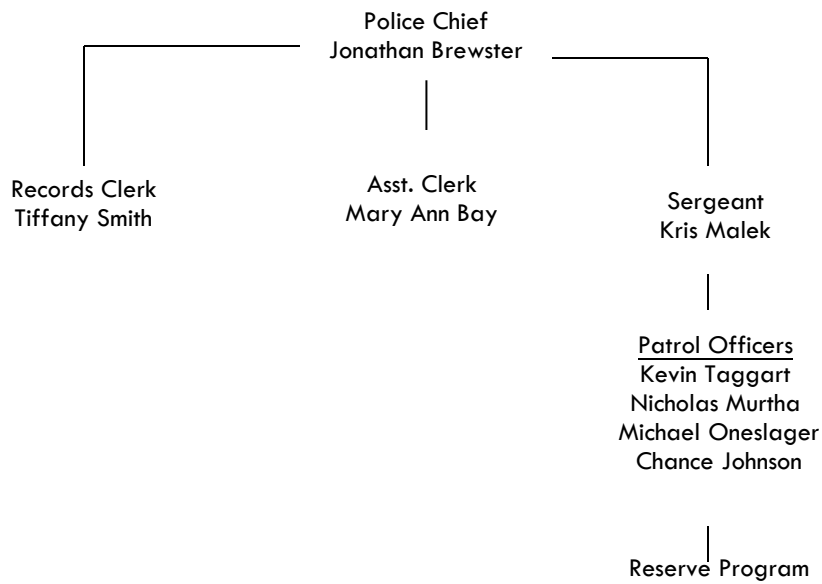
FISCAL YEAR BUDGET

GENERAL FUND

SWIM POOL DEPARTMENT (100-0600)

HISTORICAL DATA					Description			
2021	2022	2023	2023	Account		2024	2024	2024
Actual	Actual	Adopted	Estimated	Number	PERSONNEL SERVICES	Proposed	Approved	Adopted
34,176	47,278	53,404	55,500	501.01	REGULAR SALARIES	59,440	59,440	59,440
		8,481	6,300	501.50	FRINGE BENEFITS	7,500	7,500	7,500
117	110			501.51	PERS-RETIREMENT			
2,621	3,617			501.54	FICA & MEDICARE TAXES			
2,890	1,966			501.56	WORKMAN'S COMP			
39,804	52,971	61,885	61,800		TOTAL PERSONNEL SERVICES	66,940	66,940	66,940
					MATERIALS & SERVICES			
1,889	3,210	6,000	5,500	600.02	GAS HEAT	5,500	5,500	5,500
3,366	3,778	4,000	3,900	600.03	ELECTRICITY	4,000	4,000	4,000
885	868	1,500	1,000	600.04	WATER & SEWER	1,500	1,500	1,500
2,085	2,936	6,000	3,500	600.20	BLDG & GROUNDS MAINT	4,000	4,000	4,000
1,778	4,296	4,000	4,000	600.30	OPERATING SUPPLIES	4,000	4,000	4,000
5,100	4,337	5,000	5,000	600.50	CHLORINE & CHEMICALS	4,500	4,500	4,500
15,103	19,425	26,500	22,900		TOTAL MATERIALS & SERVICES	23,500	23,500	23,500
54,907	72,396	88,385	84,700		TOTAL SWIM POOL DEPARTMENT	90,440	90,440	90,440

City of Myrtle Creek



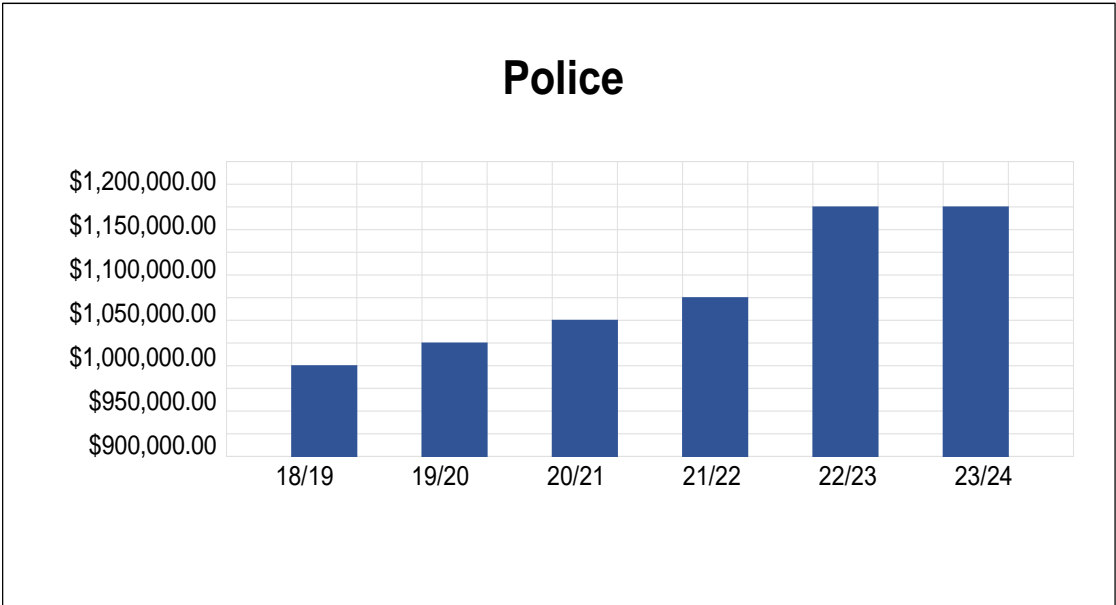
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City of Myrtle Creek





Proposed Budget

2022-23	\$1,168,603
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2023-24	\$1,113,695
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\$ Increase	\$54,908
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% Decrease	4.6%
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POLICE DEPARTMENT

The Police Department is responsible for developing and managing the overall law enforcement, crime prevention and code enforcement programs for the City of Myrtle Creek. The Police Department has a full time staff of five Officers, a Sergeant, a Chief, along with support staff of a Records Clerk and a part-time clerk. There is also a Reserve Officer program. The City's Police Department allows for 24 hour professional operations in the areas of patrol, crime prevention and investigations.

SIGNIFICANT CHANGES FOR FISCAL YEAR 2023-2024

The budget increased by \$54,908 this year. The increase is seen in the cost of personnel services. The City continues contributing to a County-wide "sobering center" that will be used by all police departments in Douglas County for citizens needing that facility. The budgeted cost of dispatch services has been brought to actual. It was overstated while Douglas County was restructuring their fees and part of it was split with the Fire Department. The year we established a public safety fee which is estimated to bring in \$79,244 in revenue that will be used for law enforcement. This will be used to reserve for new car purchase, Purchase police equipment and pay for half of the County dispatch fees. These costs have been moved out of the General fund budget into the new Public Safety Fund.

PERSONNEL SERVICES

The following is a breakdown of the personnel assigned to the Police Department and a summary of their primary duties:

Police Chief Jonathan Brewster – Full time position. (1 FTE). Responsible for managing the overall operation of the Police Department to see its mission and objectives are carried out. Establish or supervise the policies and procedures to insure the most effective and efficient operation of the Police Department. Responsible for the supervision of all police department employees to ensure the City of Myrtle Creek is provided with adequate police protection that is responsive to the needs of the citizens.

Sergeant Kris Malek– Full time position (1 FTE). Supervises subordinates in all phases of law enforcement activities within the corporate limits of the City of Myrtle Creek and performs related activities as required. Enforces criminal and traffic laws for the State of Oregon and Ordinances of the City of Myrtle Creek. Performs patrol duties as required.

Patrol Officers: Kevin Taggart, Nicholas Murtha, Michael Oneslager, Chance Johnson – Full time positions (5 FTE). Responsible for all aspects of patrol including enforcement of laws, city ordinances, investigations and providing testimony at trials and hearings. Prepares criminal cases for prosecution. Interacts with the public including responding to citizens' inquiries and complaints. May speak before civic and other community organizations. Prepares a variety of police reports. Interacts with other public safety agencies and may serve on committees associated with Department's mission. Participates in special projects as assigned. Reports to the Sergeant.

Support Staff:

Records Clerk Tiffany Smith – Full time position (.50 FTE). Performs clerical support services to assist the City of Myrtle Creek and/or the Police Department. This position is funded through the Police Department.

Records Clerk Mary Ann Bay — Part time position (.2 FTE). Assists the Records Clerk with clerical support services.

MATERIALS AND SERVICES

The Sobering Center has been decreased to \$5,000, due to the amount of use that our Department is requiring. Jail expense has stayed the same to keep it in line with historical values.

CAPITAL OUTLAY

None

MISCELLANEOUS

None

CITY OF MYRTLE CREEK

2023-24 FISCAL YEAR

BUDGET GENERAL FUND

POLICE DEPARTMENT

(100-0700)

HISTORICAL DATA

2021 Actual	2022 Actual	2023 Adopted	2023 Estimated	Account Number	Description	2024 Proposed	2024 Approved	2024 Adopted
PERSONNEL SERVICES								
438,964	474,786	521,265	515,400	501.01	REGULAR SALARIES	557,693	557,693	557,693
0	0			501.02	GRANT OVERTIME			
0	0			501.03	GRANT OVERTIME - REIMBURSE			
		404,934	395,962	501.50	FRINGE BENEFITS	395,962	395,962	395,962
106,742	124,965			501.51	PERS-RETIREMENT			
9,284	9,422			501.52	DENTAL INSURANCE			
125,971	137,353			501.53	MEDICAL INSURANCE			
33,516	36,258			501.54	FICA & MEDICARE TAXES			
1,237	1,178			501.55	LIFE INSURANCE			
24,880	17,857			501.56	WORKMAN'S COMP			
740,594	801,819	926,199	912,240		TOTAL PERSONNEL SERVICES	953,655	953,655	953,655
MATERIALS & SERVICES								
8,910	10,000	10,000	10,000	600.01	TELEPHONE	8,500	8,500	8,500
2,100	5,500	5,500	4,000	600.10	MEMBERSHIP & TRAINING	5,500	5,500	5,500
10,000	10,000	10,000	5,000	600.21	VEHICLE MAINT & REPAIR	9,000	9,000	9,000
7,200	9,000	9,000	7,500	600.22	EQUIP MAINT & REPAIR	7,500	7,500	7,500
6,000	8,000	8,000	8,000	600.30	OPERATING SUPPLIES	8,000	8,000	8,000
20,000	20,000	20,000	19,000	600.32	GAS / OIL / LUBE	20,000	20,000	20,000
18,270	18,270	18,270	18,270	600.40	CONTRACTURAL SERVICES	18,270	18,270	18,270
6,000	6,000	6,000	2,500	600.41	CONTRACT SERVICES-LEGAL	6,000	6,000	6,000
34,170	34,170	34,170	34,170	600.42	CONTRACT SERVICES-DISPATCH	34,170	34,170	34,170
1,000	1,000	1,000	1,000	600.43	EXPENSE ALLOWANCE	1,000	1,000	1,000
750	750	750	750	600.50	RESERVES/OFFICERS SECURITY	750	750	750
5,000	5,000	5,000	5,000	600.55	SOBERING CENTER	5,000	5,000	5,000
25,000	25,000	25,000	25,000	600.60	JAIL EXPENSE	25,000	25,000	25,000
200	200	200	200	600.61	DOG CONTROL	200	200	200
4,000	4,000	4,000	4,000	600.62	UNIFORM ALLOWANCE	4,000	4,000	4,000
1,000	1,000	1,000	1,000	600.63	INVESTIGATIONS	1,000	1,000	1,000
3,000	3,000	3,000	3,000	600.64	TESTING & RECRUITMENT	3,000	3,000	3,000
1,500	1,500	1,500	1,500	600.65	CRIME PREVENTION	1,500	1,500	1,500
1,650	1,650	1,650	1,650	600.70	POLICE SEIZURE-EQUIPMENT/TRAINING	1,650	1,650	1,650
160,040	160,040	160,040	160,040		TOTAL MATERIALS & SERVICES	160,040	160,040	160,040
CAPITAL OUTLAY								
0	0	2,000	150	701.01	EQUIPMENT	0	0	0
0	0	2,000	150		TOTAL CAPITAL OUTLAY	0	0	0
MISCELLANEOUS								
0	37,509	37,540	35,000	901.20	TRANSFER—CAPITAL PROJECTS	0	0	0
0	37,509	37,540	35,000		TOTAL MISCELLANEOUS	0	0	0
1,113,695	988,468	1,168,603	1,089,550		TOTAL POLICE DEPARTMENT	1,113,695	1,113,695	1,113,695

City of Myrtle Creek

City Administrator
Lonnie Rainville

Parks/Buildings Project Coordinator
Michael Branson

Custodian
Contracted through
Sunrise Enterprises

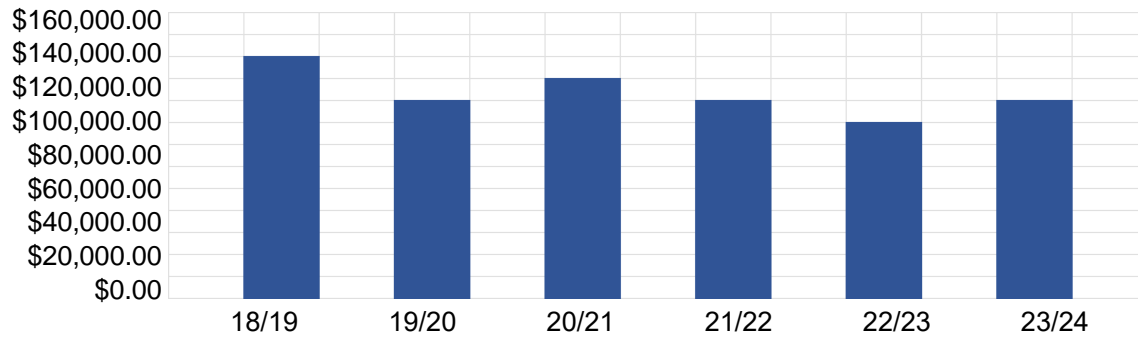
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City of Myrtle Creek

Public Buildings



Proposed Budget

2022-23	\$104,578
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2023-24	\$102,493
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\$ Decrease	\$ -2,085
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% Decrease	-2%
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PUBLIC BUILDINGS DEPARTMENT

The Public Buildings Department is responsible for the maintenance and operation of City Hall and several other city owned buildings. Major improvements are expended from the Capital Projects Fund with money transferred in from other appropriate funds.

SIGNIFICANT CHANGES FOR FISCAL YEAR 2023-2024

An increase in Personnel Services and a decrease in Capital Outlay.

PERSONNEL SERVICES

Building Facilities Project Coordinator – (.50FTE). Responsible for maintaining city building system.

MATERIALS AND SERVICES

Increase in electricity based on historical expenses.

Contractual Services – Performs general custodial work including mopping, dusting, sweeping, vacuuming and washing windows of all public buildings in the City.

CAPITAL OUTLAY

\$3,000 is budgeted for capital outlay with the following plans:

- ◆ Nothing Planned

CITY OF MYRTLE CREEK
2023-24 FISCAL YEAR BUDGET

GENERAL FUND
PUBLIC BUILDINGS DEPARTMENT
(100-0900)

HISTORICAL DATA

2021	2022	2023	2023	Account	Description	2024	2024	2024
Actual	Actual	Adopted	Estimated	Number		Proposed	Approved	Adopted
PERSONNEL SERVICES								
30,021	26,811	30,853	29,500	501.01	REGUALR SALARIES	32,053	32,053	32,053
(3,419)	-			501.03	WAGE SUBSIDY REIMBURSEMENT			
		26,425	23,500	501.50	FRINGE BENEFITS	24,040	24,040	24,040
7,897	5,955			501.51	PERS-RETIREMENT			
480	844			501.52	DENTAL INSURANCE			
7,756	11,893			501.53	MEDICAL INSURANCE			
2,297	2,051			501.54	FICA & MEDICARE TAXES			
41	55			501.55	LIFE INSURANCE			
1,974	1,180			501.56	WORKMAN'S COMP			
46,747	48,789	57,278	53,000		TOTAL PERSONNEL SERVICES	56,093	56,093	56,093
MATERIALS & SERVICES								
2,048	2,450	3,200	4,750	600.02	GAS HEAT	4,000	4,000	4,000
9,262	8,860	11,500	5,500	600.03	ELECTRICITY	11,000	11,000	11,000
2,977	2,976	3,100	2,750	600.04	WATER & SEWER	3,000	3,000	3,000
4,937	7,169	6,500	5,500	600.20	BLDG & GROUNDS MAINT	6,500	6,500	6,500
6,369	1,155	3,000	3,000	600.30	OPERATING SUPPLIES	3,500	3,500	3,500
8,400	8,954	10,000	9,000	600.41	CONTRACTUAL SERVICES	15,400	15,400	15,400
33,993	31,564	37,300	30,500		TOTAL MATERIALS & SERVICES	43,400	43,400	43,400
CAPITAL OUTLAY								
7,840	7,276	10,000	2,000	701.02	BUILDING IMPROVEMENTS	3,000	3,000	3,000
7,840	7,276	10,000	2,000		TOTAL CAPITAL OUTLAY	3,000	3,000	3,000
88,580	87,629	104,578	85,500		TOTAL PUBLIC BUILDINGS DEPT	102,493	102,493	102,493

City of Myrtle Creek

Public Works Director
Steve Ledbetter



Public Works Foreman
Daniel Walton



Utility Workers
Aaron Lincecum
Michael Redinger

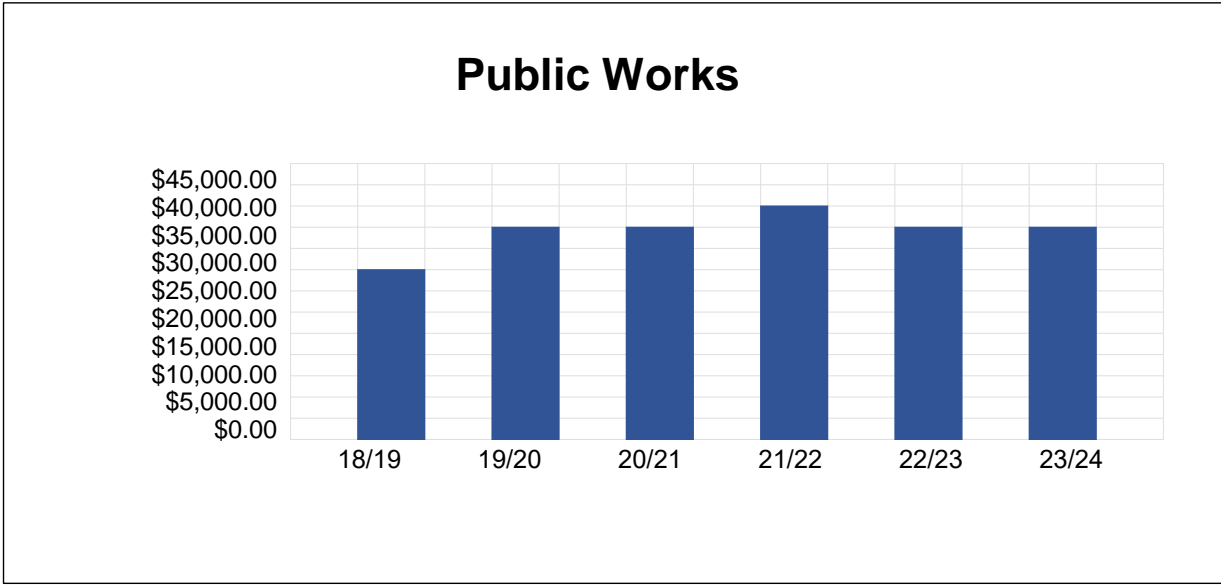
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City of Myrtle Creek





Proposed Budget

2022-23	\$36,850
2023-24	\$35,500
\$ Decrease	\$ -1,350
% Decrease	-3.7%

PUBLIC WORKS SHOP DEPARTMENT

The purpose of the Public Works Shop Department is to fund operation and maintenance of the City shops, equipment and property that benefit the Water Fund, Sewer Fund, Street Fund and one or more City departments within the General Fund. The Water, Sewer and Street Funds show a line item expenditure for Shop Services to cover its share. In turn, the General Fund shows that money as income in the Revenue Section.

SIGNIFICANT CHANGES FOR FISCAL YEAR 2023-2024

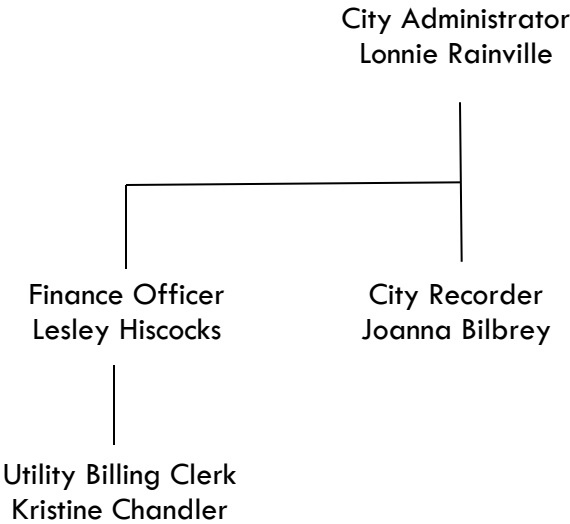
A decrease is seen in Building & Grounds Maintenance and Gas/Oil/Lube based on lower gas prices from last year. Reduction in Bldg & Grounds Maint.

CITY OF MYRTLE CREEK
2023-24 FISCAL YEAR BUDGET

GENERAL FUND
PUBLIC WORKS/SHOP DEPARTMENT
(100-1000)

HISTORICAL DATA								
2021	2022	2023	2023	Account	Description	2024	2024	2024
Actual	Actual	Adopted	Estimated	Number		Proposed	Approved	Adopted
MATERIALS & SERVICES								
285	487	600	1,800	600.01	TELEPHONE	1,800	1,800	1,800
888	1,204	1,100	1,900	600.02	GAS HEAT	1,500	1,500	1,500
859	781	1,100	1,000	600.03	ELECTRICITY	1,500	1,500	1,500
1,488	1,488	1,550	1,400	600.04	WATER & SEWER	1,550	1,550	1,550
1,553	1,249	4,000	1,000	600.20	BLDG & GROUNDS MAINT	3,150	3,150	3,150
3,137	3,354	5,000	2,000	600.21	VEHICLE MAINT & REPAIR	4,500	4,500	4,500
3,729	3,301	4,500	4,500	600.22	EQUIP MAINT & REPAIR	4,500	4,500	4,500
3,771	3,044	3,500	3,600	600.30	OPERATING SUPPLIES	3,000	3,000	3,000
2,509	1,485	3,000	1,500	600.31	TOOLS & EQUIPMENT	1,500	1,500	1,500
9,039	12,639	12,000	12,500	600.32	GAS / OIL / LUBE	12,000	12,000	12,000
88	0	500	750	600.40	MISCELLANEOUS	500	500	500
27,346	29,032	36,850	31,950		TOTAL MATERIALS & SERVICES	35,500	35,500	35,500
27,346	29,032	36,850	31,950		TOTAL PUBLIC WORKS / SHOP	35,500	35,500	35,500

City of Myrtle Creek

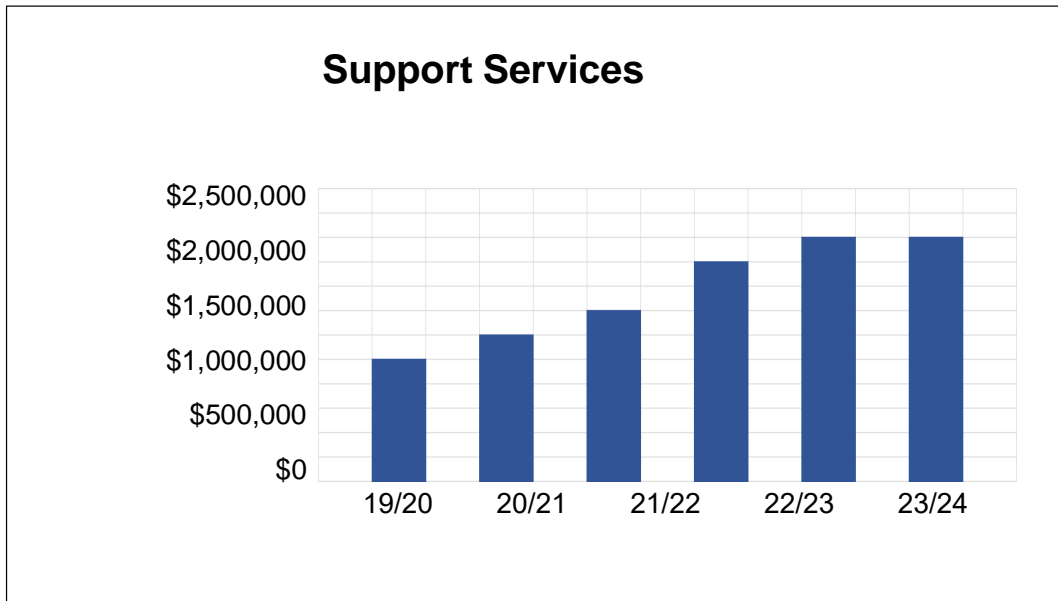


City of Myrtle Creek

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Proposed Budget

2022-23	\$2,107,013
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2023-24	\$2,237,604
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\$ Increase	\$ 130,591
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% Increase	6.19%
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SUPPORT SERVICES

Support Services is responsible for the general administration and financial management of the City. The Support Services Department provides support to all of the various departments/funds within the City. All of the payroll, accounts payable and financial records are maintained by the Department. Many of the line items pay for costs that benefit and are used by all departments. The copier lease, phone, insurance, postage, attorney fees and membership in various organizations are paid for through this Department.

In addition to the general expenses incurred in operating the City, this budget reflects all the General Fund Transfers to other funds, the General Fund contingency and the General Fund Unappropriated Fund Balance. The Unappropriated Fund Balance cannot be spent during the fiscal year and represents a portion of the cash that will be available for carryover into the next budget year. The Contingency line item can only be spent under certain strict circumstances with Council approval.

SIGNIFICANT CHANGES FOR FISCAL YEAR 2023-2024

The most significant change is budgeting for a proposed grant from the “American Rescue Plan” funds stemming from the pandemic. We have received a total of \$709,000 spread over two fiscal years. (See Capital Outlay 701.02) We did receive \$386,813 in 2021-22 and \$395,813 in 2022-2023. The delivery of services is unchanged from last year. We are transferring \$130,000 to our Water Fund to assist with operations. The Capital Projects Fund will receive \$5,745 for future city hall projects.

PERSONNEL SERVICES

City Administrator Lonnie Rainville – Full time position. (1 FTE). Responsible for managing and supervising the day-to-day operations of city government, along with planning services. Serves as the City’s budget officer and has overall responsibilities for the preparation and administration of the annual budget. Responsible for the appointment and removal of all city personnel except the City Attorney and Municipal Court Judge. Reports to the City Council.

Finance Officer Lesley Hiscocks – Full time position. (1 FTE). Prepares and maintains financial data for posting to the general ledger to reflect accurate accounting and distribution of income and expenses to appropriate accounts. This position is responsible for maintaining the annual budget and working directly with the auditing firm during the annual financial audit. Also responsible for all payroll and human resource duties.

City Recorder Joanna Bilbrey – Full time position. (1 FTE). Records city proceedings and maintains official records of council, commission and committee actions and recommendations. Performs a number of support services activities. Administrative Assistant to the City Administrator. Assists Finance Officer and Utility Billing Clerk.

MATERIALS AND SERVICES

Materials and Services has increased this year. Most of this is in liability insurance, where we anticipate a 23% increase.

Planning Services – The City’s planning department focuses on Myrtle Creek urban planning issues. Planning services include: Processing of land use applications, client contact at City Hall, participation at the Planning Commission and City Council meetings, staff reports, findings and related work on planning administration.

CONTINGENCIES

Contingency is a Fund based on the assumption that unforeseen spending may become necessary in an operating fund. This line item provides the City the ability to pay for unforeseen expenditures not appropriated in the fiscal year budget.

UNAPPROPRIATED END FUND BALANCE

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 every November. This amount cannot be transferred by resolution or used through a supplemental budget, unless necessitated by a qualifying emergency (ORS 294.398).

HISTORICAL DATA				SUPPORT SERVICES				
2021	2022	2023	2023	Account	Description	2024	2024	2024
Actual	Actual	Adopted	Estimated	Number		Proposed	Approved	Adopted
PERSONNEL SERVICES								
238,392	223,951	209,979	221,500	501.01	REGULAR SALARIES	235,376	235,376	235,376
		188,531	151,000	501.50	FRINGE BENEFITS	164,763	164,763	164,763
58,029	53,607			501.51	PERS-RETIREMENT			
4,157	3,455			501.52	DENTAL INSURANCE			
63,633	52,686			501.53	MEDICAL INSURANCE			
18,112	17,007			501.54	FICA & MEDICARE TAXES			
441	386			501.55	LIFE INSURANCE			
5,709	3,871			501.56	WORKMAN'S COMP			
388,473	354,963	398,510	372,500		TOTAL PERSONNEL SERVICES	400,139	400,139	400,139
MATERIALS & SERVICES								
8,554	8,453	8,500	8,621	600.01	TELEPHONE	8,500	8,500	8,500
7,280	8,066	15,000	12,500	600.10	MEMBERSHIP & TRAINING	15,000	15,000	15,000
0	575	3,500	3,500	600.11	TRAVEL EXPENSE	3,500	3,500	3,500
285	0	2,500	500	600.22	EQUIP MAINT & REPAIR	1,500	1,500	1,500
13,713	15,827	14,000	7,500	600.30	OPERATING SUPPLIES	10,000	10,000	10,000
2,374	2,493	2,500	2,500	600.32	COPIER EXPENSE	2,500	2,500	2,500
					GAS/OIL/LUBE	500	500	500
688	452	1,500	1,500	600.35	EMPLOYEE AWARDS	1,500	1,500	1,500
1,881	5,865	6,000	2,000	600.37	ECONOMIC DEVELOPMENT	3,000	3,000	3,000
1,071	1,855	1,400	2,000	600.38	CREDIT PROCESSING FEES	2,000	2,000	2,000
1,230	770	2,000	1,750	600.40	MISCELLANEOUS	1,525	1,525	1,525
45,778	55,615	65,000	65,264	600.41	CONTRACTUAL SERVICES	65,000	65,000	65,000
57,672	65,482	78,435	78,067	600.42	INSURANCE	96,021	96,021	96,021
350	200	500	500	600.75	COMMISSION EXPENSE	500	500	500
1,251	1,742	3,000	3,000	600.76	CITY COUNCIL EXPENSE	3,000	3,000	3,000
10,000	0	0	0	600.79	UMPQUA PUBLIC TRANSP DISTRICT	0	0	0
739	25	5,000	1,500	600.80	UNEMPLOYMENT CLAIMS	5,000	5,000	5,000
152,866	162,420	208,835	190,702		TOTAL MATERIALS & SERVICES	219,046	219,046	219,046
CAPITAL OUTLAY								
70,300	0	590,000	215,000	701.02	CARES ACT GRANT	318,000	318,000	318,000
70,300	0	590,000	215,000		TOTAL CAPITAL OUTLAY	318,000	318,000	318,000
MISCELLANEOUS								
30,000		100,000	0	901.01	TRANSFER-WATER FUND	130,000	130,000	130,000
70,000		50,000	0	901.02	TRANSFER-STREET FUND	0	0	0
		0	0	901.03	TRANSFER-SEWER FUND	0	0	0
		0	0	901.04	TRANSFER-STORMWATER FUND	0	0	0
0		51,000	0	901.15	TRANSFER-PARK DEVELOP	0	0	0
30,000		32,000	15,000	901.20	TRANSFER-CAPITAL PROJECTS	5,745	5,745	5,745
0	0	226,668	0	950.01	OPERATING CONTINGENCY	125,000	125,000	125,000
0	0	250,000	0	970.01	RESERVE-PERS STABILIZATION	0	0	0
0	0	200,000	1,516,340	985.00	UNAPPROPRIATED END BALANCE	1,039,674	1,039,674	1,039,674
130,000		909,668	1,531,340		TOTAL MISCELLANEOUS	1,300,419	1,300,419	1,300,419
741,639	522,383	2,107,013	2,309,542		TOTAL SUPPORT SERVICES DEPT	2,237,604	2,237,604	2,237,604
2,325,290	2,525,060	4,160,995	4,120,464		TOTAL GENERAL FUND EXPENDITURES	4,220,556	4,220,556	4,220,556

City of Myrtle Creek



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CITY OF MYRTLE CREEK

2023-24 FISCAL YEAR BUDGET

PUBLIC SAFETY FEE FUND
REVENUE
(150)

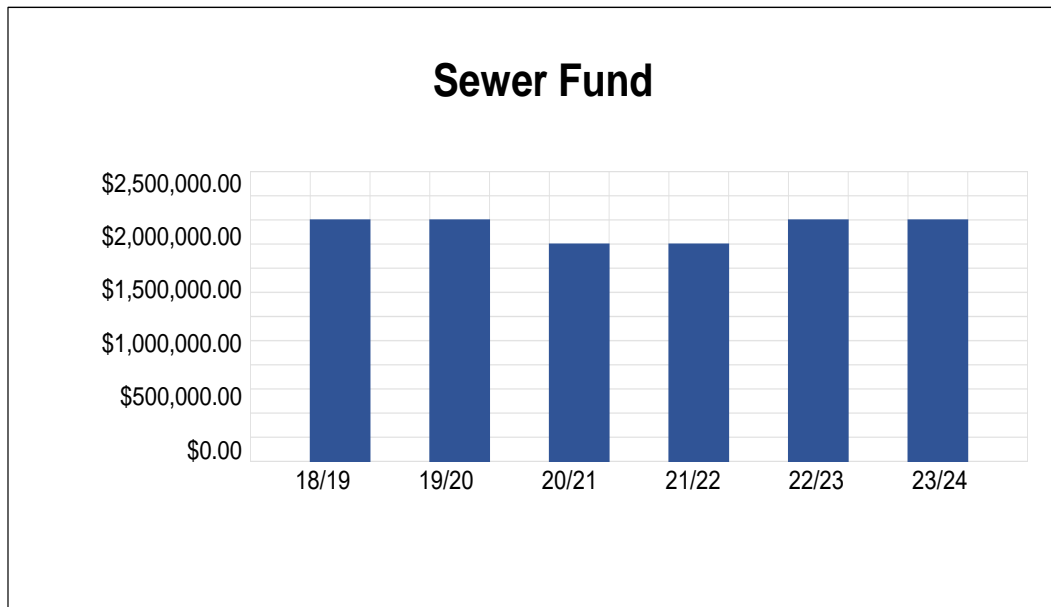
HISTORICAL DATA								
2021	2022	2023	2023	ACCOUNT	Description	2024	2024	2024
Actual	Actual	Adopted	Estimated	Number		Proposed	Approved	Adopted
				450.01	PUBLIC SAFETY FEE (New)	77,544	77,544	77,544
					TOTAL PUBLIC SAFETY FEE REVENUE	77,544	77,544	77,544
					PUBLIC SAFETY FEE FUND EXPENSE (150-1500)			
					MATERIALS & SERVICES			
				600.42	CONTRACT SERVICES-DISPATCH/RADIO USAGE	35,000	35,000	35,000
					TOTAL MATERIALS & SERVICES	35,000	35,000	35,000
					CAPITAL OUTLAY			
				701.01	EQUIPMENT	7,544	7,544	7,544
					TOTAL CAPITAL OUTLAY	7,544	7,544	7,544
				901.20	TRANSFER- CAPITAL PROJECTS	35,000	35,000	35,000
					TOTAL MISCELLANEOUS	35,000	35,000	35,000
					TOTAL PUBLIC SAFETY FUND	77,544	77,544	77,544

City of Myrtle Creek

Sewer Fund



City of Myrtle Creek



Proposed Budget

2022-23	\$2,064,985
2023-24	\$2,348,850
\$ Increase	\$ 283,865
% Increase	13.75%

SEWER FUND REVENUE

SIGNIFICANT CHANGES FOR FISCAL YEAR 2023-2024

User Fees – No rate increase is proposed for FY 2023-2024.

TRI-CITY WWTP OPERATIONS REIMBURSEMENT

Tri-City pays for 50% of the cost to operate the Waste Water Treatment Plant.

TRI-CITY WASTE WATER TREATMENT PLANT CONSTRUCTION REPAYMENT

Tri-City pays for 50% of the Wastewater Treatment Plant Construction Loan.

CITY OF MYRTLE CREEK

2023-24 FISCAL YEAR

BUDGET

SEWER FUND

REVENUE

(200)

HISTORICAL DATA

2021	2022	2023	2023	Account	Description	2024	2024	2024
Actual	Actual	Adopted	Estimated	Number		Proposed	Approved	Adopted
0	0	339,728	490,010	400.00	NET WORKING CAPITAL	596,139	596,139	596,139
2,990	0	0	0	404.00	GRANTS	0	0	0
1,157	3,682	2,500	700	410.00	MISCELLANEOUS REVENUE	0	0	0
3,615	3,095	4,200	6,000	420.00	INVESTMENT INTEREST	6,000	6,000	6,000
1,297,331	1,295,519	1,294,880	1,300,000	450.01	UTILITY USER CHARGES	1,298,000	1,298,000	1,298,000
11,278	11,731	11,500	11,200	451.02	SERVICE CHARGES	11,500	11,500	11,500
303,436	331,528	412,177	325,000	452.00	TRI-CITY REIMBURSEMENT	437,211	437,211	437,211
	30,000	0		490.01	TRANSFER—GENERAL FUND	0	0	0
1,619,807	1,675,555	2,064,985	2,132,910		TOTAL SEWER FUND REVENUE	2,348,850	2,348,850	2,348,850

City of Myrtle Creek

Public Works Director
Steve Ledbetter

Finance Officer
Lesley Hiscocks

Public Works Foreman
Daniel Walton

Utility Billing Clerk
Kristine Chandler

Utility Workers
Aaron Lincecum
Michael Redinger

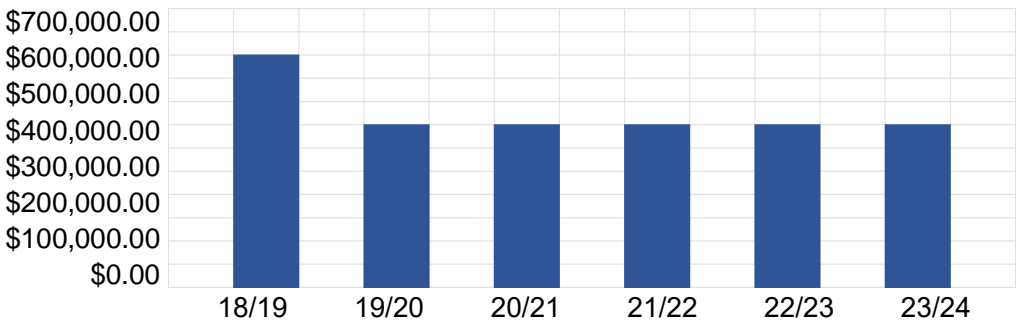
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City of Myrtle Creek

Sewer Maintenance



Proposed Budget

2022-23	\$427,672
2023-24	\$448,976
\$ Increase	\$ 21,304
% Increase	4.98%

SEWER MAINTENANCE DEPARTMENT

SIGNIFICANT CHANGES FOR FISCAL YEAR 2023-2024

There is a decrease in this Department for the upcoming year in Capital Outlay. (see below)

PERSONNEL SERVICES

Public Works Director Steve Ledbetter – Full time position. (.15 FTE). Plan, organize, direct and control the functions of the Public Works Department. Direct or manage multiple functions in the operation and maintenance of water and sewer systems and streets. Provide services in engineering, equipment maintenance, street and storm drainage maintenance. Reports to City Administrator.

Public Works Foreman Daniel Walton – Full time position. (.34 FTE). Performs a variety of maintenance work. Reports to Public Works Director.

Utility Worker Aaron Lincecum – Full Time Position (.34FTE). – Performs a variety of maintenance work. Reports to Foreman.

Utility Worker Michael Redinger – Full time position. (.17 FTE). Performs a variety of maintenance work. Reports to Foreman.

Utility Billing Clerk Kristine Chandler – Full time position. (.5 FTE). Performs bookkeeping duties related to the billing, account maintenance and collection of monies for the Water and Sewer Departments. Collects and maintains records dealing with customer deposits, system development charges and prepare reports and correspondence as required. Reports to Finance Officer.

MATERIALS AND SERVICES

This category includes line items for basic operating materials, supplies and employee training for the Maintenance Department. Franchise fees paid to the City's general fund are 7% of user fees anticipated for this fiscal year. This figure is based on active utility accounts, which fluctuate frequently. We have stopped the PILT transfer (payment in lieu of taxes) to General Fund, which is a savings.

CAPITAL OUTLAY

EQUIPMENT: \$10,000 is budgeted for the equipment at our Lift Stations.

SYSTEM IMPROVEMENTS: \$20,000 is budgeted for sewer inflow & infiltration.

SEWER FUND
MAINTENANCE DEPT
(200-2000)

HISTORICAL DATA

2021 Actual	2022 Actual	2023 Adopted	2023 Estimated	Account Number	Description	2024 Proposed	2024 Approved	2024 Adopted
PERSONNEL SERVICES								
76,945	87,641	93,779	90,000	501.01	REGULAR SALARIES	111,389	111,389	111,389
		84,276	64,800	501.50	FRINGE BENEFITS	83,542	83,542	83,542
13,960	18,666			501.51	PERS-RETIREMENT			
2,516	2,420			501.52	DENTAL INSURANCE			
33,818	34,979			501.53	MEDICAL INSURANCE			
5,870	6,665			501.54	FICA & MEDICARE TAXES			
162	165			501.55	LIFE INSURANCE			
4,201	2,710			501.56	WORKMAN'S COMP			
137,472	153,246	178,055	154,800		TOTAL PERSONNEL SERVICES	194,931	194,931	194,931
MATERIALS & SERVICES								
0	0	0	0	600.01	TELEPHONE	0	0	0
425	431	1,000	1,000	600.02	GAS HEAT	1,000	1,000	1,000
3,982	3,794	4,750	10,000	600.03	ELECTRICITY	7,500	7,500	7,500
1,146	780	2,750	1,000	600.10	MEMBERSHIP & TRAINING	2,500	2,500	2,500
0	0	3,000	500	600.21	SEWER CAMERA MAINT & REPAIR	1,000	1,000	1,000
5,135	3,647	10,000	4,000	600.22	EQUIP MAINT & REPAIR	8,000	8,000	8,000
5,572	6,270	5,500	5,000	600.30	OPERATING SUPPLIES	5,500	5,500	5,500
17	1,172	1,000	1,000	600.31	TOOLS & EQUIPMENT	1,000	1,000	1,000
5,075	6,140	6,500	6,000	600.34	POSTAGE & ENVELOPES	6,500	6,500	6,500
9,303	9,063	8,500	8,000	600.38	CREDIT PROCESSING FEES	8,500	8,500	8,500
0	378	500	500	600.40	MISCELLANEOUS	500	500	500
6,799	5,512	15,000	15,000	600.41	CONTRACTUAL SERVICES	15,000	15,000	15,000
14,312	16,080	19,296	19,010	600.42	INSURANCE	23,382	23,382	23,382
0	860	3,000	1,500	600.52	PIPES & FITTINGS	2,500	2,500	2,500
9,462	10,213	9,212	9,212	600.82	SHOP SERVICES	11,850	11,850	11,850
23,522	24,192	23,967	23,967	600.83	SUPPORT SERVICES	38,453	38,453	38,453
42,930	0	0	0	600.90	PILT (PMT IN LIEU TAXES)	0	0	0
89,173	90,975	90,642	90,642	600.91	FRANCHISE FEES	90,860	90,860	90,860
216,853	179,507	204,617	196,331		TOTAL MATERIALS & SERVICES	226,045	226,045	226,045
CAPITAL OUTLAY								
2,899	1,000	10,000	10,000	701.01	EQUIPMENT	10,000	10,000	10,000
39,040	31,590	35,000	25,000	701.03	SYSTEM IMPROVEMENTS	20,000	20,000	20,000
41,939	32,590	45,000	35,000		TOTAL CAPITAL OUTLAY	30,000	30,000	30,000
63,031	365,343	427,672	386,131		TOTAL SEWER MAINT DEPT	450,976	450,976	450,976

City of Myrtle Creek

Public Works Director
Steve Ledbetter



Waste Water Treatment
Plant Supervisor
Steve Ledbetter



Plant Operators
Cliff Church
Ken Redinger
Vince Masotto

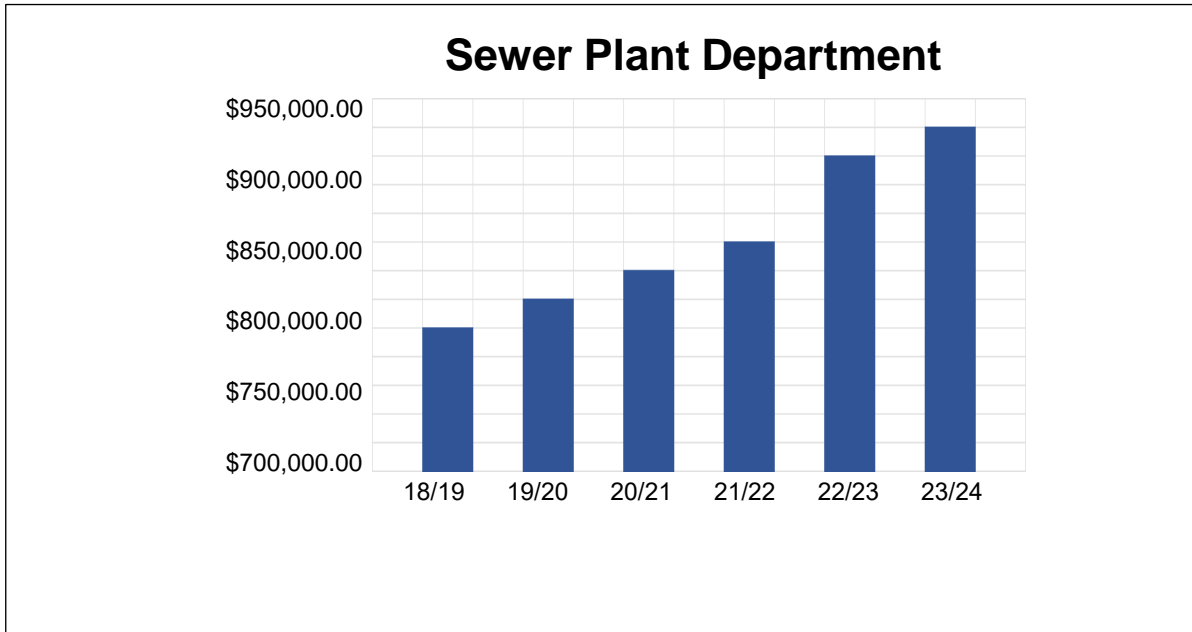
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City of Myrtle Creek





Proposed Budget

2022-23	\$ 824,354
2023-24	\$ 949,422
\$ Increase	\$ 125,068
% Increase	15.17%

SEWER PLANT DEPARTMENT

SIGNIFICANT CHANGES FOR FISCAL YEAR 2023-2024

There is a planned equipment purchase and upgrade in System Improvements. (see Capital Outlay below). WWTP loan was paid off in November 2022 therefore no loan transfer will take place.

PERSONNEL SERVICES

Sewer Treatment Plant Supervisor Steve Ledbetter – Full time position. (.25% FTE). Exercises supervision over employees performing the duties of wastewater treatment plant operators. In addition to Public Works Director duties.

Plant Operators Cliff Church, Ken Redinger, and Vince Masatto – Full time positions. (2.85% FTE). Perform technical work in the operation of treatment facilities and systems. Reports to Sewer Treatment Plant Supervisor.

Fifteen percent (15%) of a plant operator's salary is allocated to the Water Treatment Plant budget.

MATERIALS AND SERVICES

Materials & Services show a slight increase for the Sewer Plant Department this year, mostly due to the rising costs of insurance.

CAPITAL OUTLAY

Equipment:

Upgrade SCADA system

CITY OF MYRTLE CREEK

2021-22 FISCAL YEAR BUDGET

SEWER FUND

TREATMENT PLANT

(200-2100)

HISTORICAL DATA

2020 Actual	2021 Actual	2022 Adopted	2022 Estimated	Account Number	Description	2022 Proposed	2022 Approved	2022 Adopted
PERSONNEL SERVICES								
F1 H1 G	F1 I1 J	F1 F1 E	F1 H1 E	501.01	REGULAR SALARIES	200,527	200,527	200,527
		1 H1 E	1 I1 E	501.50	FRINGE BENEFITS	140,369	140,369	140,369
H1 I1	H1 I1			501.51	PERS-RETIREMENT			
G1 E	2, I1 G			501.52	DENTAL INSURANCE			
48, H1 I	4 H1 J			501.53	MEDICAL INSURANCE			
11, I1 F	11, F1 G			501.54	FICA & MEDICARE TAXES			
29H	2 I1 J			501.55	LIFE INSURANCE			
1, 8GH	H1 H			501.56	WORKMAN'S COMP			
2) ' 2%,	8' - 2 \$-	' % 28,	2% 2 \$		TOTAL PERSONNEL SERVICES	3(\$ - *	340,896	340,896
MATERIALS & SERVICES								
H1 I1 H	H1 I1	1,000	4,000	600.01	TELEPHONE	5,000	5,000	5,000
F1 B1 E	G1 I1	21,000	21,000	600.02	NATURAL GAS	26,000	26,000	26,000
F1 I1 E	F1 B1 J	111,000	1 F1 E	600.03	ELECTRICITY	120,000	120,000	120,000
I1 E1 H	I1 E1 F	1,100	1 E1 E	600.04	WATER & SEWER	5,000	5,000	5,000
G1 G	2, I1 H	3,500	H1000	600.10	MEMBERSHIP & TRAINING	3,500	3,500	3,500
G1 I1 F	I1 B1 G	1 E1000	4 G1000	600.11	REGULATORY SERVICES	45,000	45,000	45,000
F1 B1 I	I1 H1 I	G500	1,000	600.20	BLDG & GROUNDS MAINT	2,000	2,000	2,000
I1 I1	7 I1 G	1,500	F1 E1 E	600.21	VEHICLE MAINT & REPAIR	1,500	1,500	1,500
I1 I1 J	H1 B1 F	60,000	60,000	600.22	EQUIP MAINT & REPAIR	60,000	60,000	60,000
1 J1 H1 F	G1 I1 I	20,000	20,000	600.23	SOLIDS HANDLING	25,000	25,000	25,000
I1 E1 H	J1 I1 I	11,000	9,000	600.30	OPERATING SUPPLIES	11,000	11,000	11,000
G1 J1 J	F1 B1 I	2,000	2,000	600.31	TOOLS & EQUIPMENT	2,000	2,000	2,000
I1 E1 H	F1 B1 H	4,100	H1 E1 E	600.32	GAS / OIL / LUBE	4,500	4,500	4,500
I1 B1 I	5, I1 F1 J	G1 E1 E	F7, E100	600.41	CONTRACTUAL SERVICES	20,000	20,000	20,000
2 I1 B1 G	2 I1 B1 F	H1 G1 I1	H1 G1 I1 H	600.42	INSURANCE	39,573	39,573	39,573
1 I1 E1 E	G1 H1 F	21,000	21,000	600.50	CHEMICALS	30,000	30,000	30,000
G1 H1 G	2 I1 E1 J1 G	2 H1 I1 I	2 H1 I1 I	600.83	SUPPORT SERVICES	38,453	38,453	38,453
' 8) 28-	3) 8) 2 \$+	4% 2 28)	3, * 2 \$		TOTAL MATERIALS & SERVICES	438,526	438,526	438,526
CAPITAL OUTLAY								
14,577	33,105	85,000	10,000	701.01	EQUIPMENT	85,000	85,000	85,000
6,255	31,357	10,000	10,000	701.02	SYSTEM IMPROVEMENTS	85,000	85,000	85,000
20,832	64,462	95,000	20,000		TOTAL CAPITAL OUTLAY	170,000	170,000	170,000
599,249	656,878	824,353	620,640		TOTAL SEWER TREATMENT PLANT	949,422	949,422	949,422

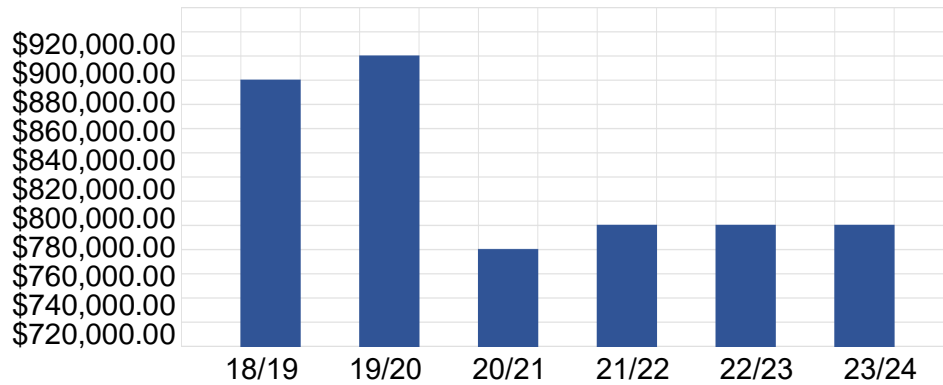
City of Myrtle Creek

Sewer Miscellaneous



City of Myrtle Creek

Sewer Miscellaneous



Proposed Budget

2022-23	\$ 812,959
2023-24	\$ 950,452
\$ Increase	\$ 137,493
% Increase	16.91%

SEWER FUND MISCELLANEOUS

This fund tracks contingencies, reserves and transfers for the Sewer Fund.

SIGNIFICANT CHANGES FOR FISCAL YEAR 2023-2024
(\$170,000) transferred to the General Fund

TRANSFERS

Funds are transferred to General Fund, in the amount of (\$170,000) the Capital Projects Fund for the future purchase of equipment (\$50,000) and (\$200,000) to the Sewer Construction Fund to save for future improvements and construction.

CITY OF MYRTLE CREEK

2023-24 FISCAL YEAR BUDGET

**SEWER FUND
MISCELLANEOUS
(200-9000)**

HISTORICAL DATA

2021	2022	2023	2023	Account	Description	2024	2024	2024
Actual	Actual	Adopted	Estimated	Number		Proposed	Approved	Adopted
MISCELLANEOUS								
321,387	319,971	375,000	375,000	901.15	TRANSFER-WWTP CONSTRUCT DEBT			
25,000	25,000	25,000	25,000	901.20	TRANSFER-CAPITAL PROJECTS	50,000	50,000	50,000
200,000	200,000	175,000	100,000	901.30	TRANSFER-SEWER CONSTRUCT	200,000	200,000	200,000
		30,000	30,000	901.35	TRANSFER-GENERAL FUND	170,000	170,000	170,000
0	0	111,673	0	950.01	OPERATING CONTINGENCY	10,452	10,452	10,452
0	0	16,287	0	970.05	RESERVE - SEWER CAMERA	0	0	0
0	0	80,000	596,139	985.00	UNAPPROPRIATED END BALANCE	520,000	520,000	520,000
546,387	544,971	812,960	1,126,139		TOTAL SEWER FUND MISC	950,452	950,452	950,452
1,541,900	1,567,192	2,064,985	2,132,910		TOTAL SEWER FUND EXPEND	2,348,850	2,348,850	2,348,850

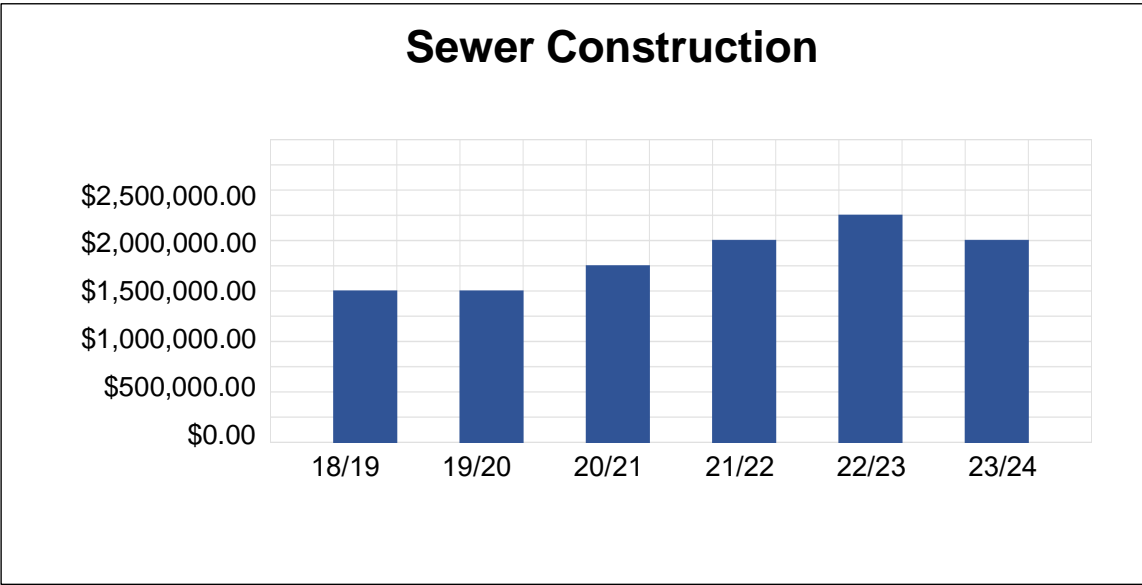
City of Myrtle Creek

S e w e r C o n s t r u c t i o n



City of Myrtle Creek





Proposed Budget

2022-23	\$2,286,871
2023-24	\$1,940,554
\$ Decrease	\$ -346,317
% Decrease	17.75%

SEWER CONSTRUCTION FUND

This is the fund that is used to pay for costs of upgrades to the Sewer System. The primary sources of revenue have been from DEQ through their State Revolving Loan Program and a loan and grant from the Oregon Economic and Community Development Department (OECDD). Additionally, transfers from the Sewer Fund on an annual basis will enable us to complete large projects.

The money raised by System Development Charges is placed directly into the Construction Fund. This is in accordance with Oregon Law, and the intent of SDCs is to help pay for future expansion needs.

Capital Outlay will be used for the continuing project of the Riverside Lift Station replacement.

CITY OF MYRTLE CREEK
2023-24 FISCAL YEAR BUDGET

SEWER CONSTRUCTION

REVENUE
(210-0000)

HISTORICAL DATA

2021	2022	2023	2023	Account	Description	2024	2024	2024
Actual	Actual	Adopted	Estimated	Number		Proposed	Approved	Adopted
0	0	2,094,635	2,065,354	400.00	NET WORKING CAPITAL	1,705,454	1,705,454	1,705,454
12,060	7,236	7,236	5,100	406.00	SYSTEM DEVELOPMENT CHARGE	5,100	5,100	5,100
14,345	10,999	10,000	35,000	420.00	INVESTMENT INTEREST	30,000	30,000	30,000
200,000	200,000	175,000	100,000	480.02	TRANSFER-SEWER FUND	200,000	200,000	200,000
226,405	218,235	2,286,871	2,205,454		TOTAL SEWER CONSTRUCT	1,940,554	1,940,554	1,940,554

SEWER CONSTRUCTION

EXPENDITURES
(210-2200)

CAPITAL OUTLAY

62,462	83,813	2,100,000	500,000	701.09	CAPITAL OUTLAY	1,300,000	1,300,000	1,300,000
062,462	83,813	2,100,000	500,000		TOTAL CAPITAL OUTLAY	1,300,000	1,300,000	1,300,000

MISCELLANEOUS

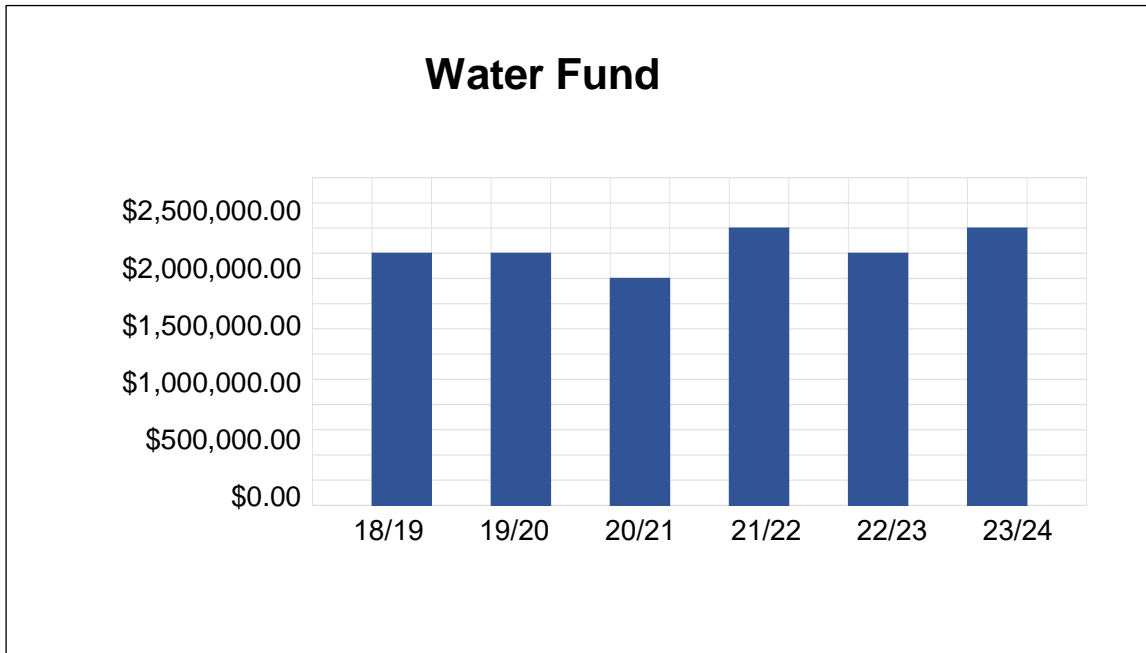
0	0	186,871	200,000	970.05	RESERVE-CAPITAL IMPROVEMENTS	400,000	400,000	400,000
0	0		1,505,454	985.00	UNAPPROPRIATED END BALANCE	240,554	240,554	240,554
		186,871	1,705,454		TOTAL MISCELLANEOUS	640,554	640,554	640,554
62,462	83,813	2,286,871	2,205,454		TOTAL SEWER CONSTRUCT	1,940,554	1,940,554	1,940,554

City of Myrtle Creek

Water Fund



City of Myrtle Creek



Proposed Budget

2022-23	\$1,852,049
2023-24	\$1,981,500
\$ Increase	\$ 139,451
% Increase	6.99%

WATER FUND REVENUE

The Water Fund User fees' last increase (\$5.00) was on July 1, 2015. This increase was necessary to support the construction loan for the Water Treatment Plant that was completed in 2015.

The increase in revenue is due to the transfer from the General Fund. Although there was no increase in User fees, the estimate is based on the average bill times the number of active connections, which vary from year to year.

There is a transfer budgeted in from the General Fund to help with the shortfall.

SERVICES CHARGES

This is revenue from reconnect fees, late fees, and other service charges.

CITY OF MYRTLE CREEK

2023-24 FISCAL YEAR

BUDGET

WATER FUND

REVENUE

(250)

HISTORICAL DATA

2021	2022	2023	2023	Account	Description	2024	2024	2024
Actual	Actual	Adopted	Estimated	Number		Proposed	Approved	Adopted
814,914	0	564,484	640,669	400.00	NET WORKING CAPITAL	670,000	670,000	670,000
4,003	0	0	0	404.00	GRANTS	0	0	0
5,259	2,530	1,000	1,000	410.00	MISCELLANEOUS REVENUE	1,000	1,000	1,000
6,419	4,142	5,000	10,000	420.00	INVESTMENT INTEREST	16,000	16,000	16,000
1,134,397	1,116,638	1,166,065	1,160,000	450.01	UTILITY USER CHARGES	1,150,000	1,150,000	1,150,000
3,178	3,890	3,000	2,500	451.01	INSTALLATION CHARGES	2,000	2,000	2,000
12,565	12,997	12,500	12,000	451.02	SERVICE CHARGES	12,500	12,500	12,500
30,000	30,000	100,000	0	490.01	TRANSFER-GENERAL FUND	130,000	130,000	130,000
2,010,075	1,170,197	1,852,049	1,826,169		TOTAL WATER FUND REVENUE	1,981,500	1,981,500	1,981,500

City of Myrtle Creek

Public Works Director
Steve Ledbetter

Finance Officer
Lesley Hiscocks

Public Works Foreman
Daniel Walton

Utility Billing Clerk
Kristine Chandler

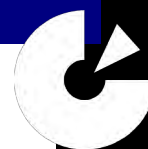
Utility Workers
Aaron Lincecum
Michael Redinger

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City of Myrtle Creek



WATER MAINTENANCE DEPARTMENT

SIGNIFICANT CHANGES FOR FISCAL YEAR 2023-2024

There is a decrease in Capital Outlay for this Department (see below)

PERSONNEL SERVICES

Public Works Director Steve Ledbetter – Full time position. (.15 FTE). Plan, organize, direct and control the functions of the Public Works Department. Direct or manage multiple functions in the operation and maintenance of water and sewer systems and streets. Provide services in engineering, equipment maintenance, street and storm drainage maintenance. Reports to City Administrator.

Public Works Foreman Daniel Walton – Full time position. (.33 FTE). — Perform a variety of maintenance work. Reports to Public Works Director.

Utility Worker Aaron Lincecum – Full time Position (.33 FTE). — Perform a variety of maintenance work. Reports to Foreman.

Utility Worker Michael Redinger – Full time position. (.33 FTE). — Perform a variety of maintenance work. Reports to Foreman.

Note: 17% each from 2 Parks Workers are funded from this Dept. as they assist here when needed.

Utility Billing Clerk Kristine Chandler – Full time position. (.5 FTE). Performs bookkeeping duties related to the billing, account maintenance and collection of monies for the Water and Sewer Departments. Collects and maintains records dealing with customer deposits, system development charges and prepare reports and correspondence as re-quired. Reports to Finance Officer.

MATERIALS AND SERVICES

There is a 14.2% increase budgeted for insurance this year.

CAPITAL OUTLAY

Equipment:

- ♦ Continued installation of radio read meters (\$15,000)

System Improvements:

- ♦ No specific project is planned this year, but this is set aside for future projects. (\$20,000)

CITY OF MYRTLE CREEK
2023-24 FISCAL YEAR BUDGET

WATER FUND
MAINTENANCE DEPT
(250-2300)

HISTORICAL DATA

2021	2022	2023	2023	Account	Description	2024	2024	2024
Actual	Actual	Adopted	Estimated	Number		Proposed	Approved	Adopted
PERSONNEL SERVICES								
76,595	88,218	92,933	89,139	501.01	REGULAR SALARIES	111,566	111,566	111,566
		86,118	64,180	501.50	FRINGE BENEFITS	83,675	83,675	83,675
13,931	18,795			501.51	PERS-RETIREMENT			
2,512	2,437			501.52	DENTAL INSURANCE			
33,757	35,226			501.53	MEDICAL INSURANCE			
5,844	6,709			501.54	FICA & MEDICARE TAXES			
98	178			501.55	LIFE INSURANCE			
5,399	3,635			501.56	WORKMAN'S COMP			
138,136	155,198	179,051	153,319		TOTAL PERSONNEL SERVICES	195,241	195,241	195,241
MATERIALS & SERVICES								
2,372	1,457	3,000	750	600.10	MEMBERSHIP & TRAINING	2,000	2,000	2,000
		500	500	600.11	REGULATORY SERVICES	500	500	500
114	87	3,500	0	600.22	EQUIP MAINT & REPAIR	2,500	2,500	2,500
5,364	5,988	5,000	3,000	600.30	OPERATING SUPPLIES	5,000	5,000	5,000
760	806	1,500	1,000	600.31	TOOLS & EQUIPMENT	1,500	1,500	1,500
3,875	4,688	4,700	4,000	600.34	POSTAGE & ENVELOPES	4,700	4,700	4,700
7,104	6,921	6,500	0	600.38	CREDIT PROCESSING FEE	7,000	7,000	7,000
52	0	200	0	600.40	MISCELLANEOUS	200	200	200
6,454	5,499	15,000	0	600.41	CONTRACTUAL SERVICES	0	21,000	21,000
9,417	10,822	12,986	0	600.42	INSURANCE	0	15,735	15,735
10,982	6,423	10,000	0	600.52	PIPES & FITTINGS	0	12,000	12,000
5,461	15,652	10,000	0	600.60	LEAK REPAIR	15,000	15,000	15,000
9,462	10,213	9,212	0	600.82	SHOP SERVICES	0	11,850	11,850
23,522	24,192	23,967	0	600.83	SUPPORT SERVICES	0	38,453	38,453
33,964	0	0	0	600.90	PILT (PMT IN LIEU TAXES)	0	0	0
80,254	81,282	81,625	0	600.91	FRANCHISE FEES	0	80,500	80,500
199,157	174,030	187,690	1,000		TOTAL MATERIALS & SERVICES	0	217,938	217,938
CAPITAL OUTLAY								
0	0	0	15,000	701.01	EQUIPMENT	0	15,000	15,000
0	0	0	0	701.03	SYSTEM IMPROVEMENTS	0	20,000	20,000
0	0	0	0		TOTAL CAPITAL OUTLAY	0	35,000	35,000
(, \$255	' (\$25	(%25	' + ' 2		TOTAL WATER MAINTENANCE	448,179	448,179	448,179

City of Myrtle Creek

Public Works Director/
Water Plant Supervisor
Steve Ledbetter

|
Water Treatment Plant
Water Operators
John Raines

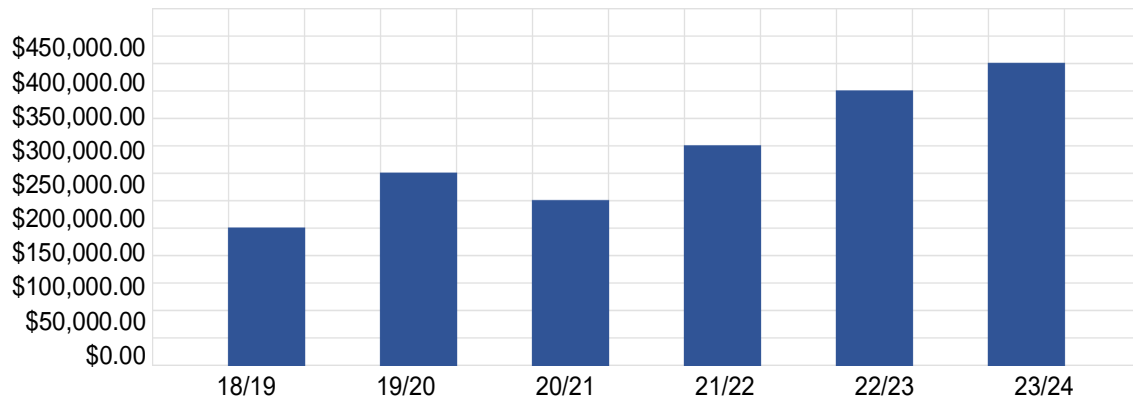
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City of Myrtle Creek

Water Plant Department



Proposed Budget

2022-23	\$397,276
2023-24	\$438,733
\$ Increase	\$ 41,457
% Increase	10.43%

WATER PLANT DEPARTMENT

SIGNIFICANT CHANGES FOR FISCAL YEAR 2023-2024

There is a 10.43% increase in the Water Plant Department. This can be seen in Personnel Services, as we have added a new position of Water Treatment Plant Operator. This was necessary to keep the operation of the plants running smoothly.

PERSONNEL SERVICES

Water Treatment Plant Supervisor Steve Ledbetter – Full time position. (.25 FTE). Exercises supervision over employee performing the duties of water treatment plant operator. In addition to his Public Works Director duties.

Water Treatment Plant Operators John Raines – Full time positions. (1 FTE and .5 FTE). Operates Water Plant and equipment. Does lab tests and adjusts chemicals to meet water purification standards. Reports to the Water/Waste Water Supervisor.

The Water Plant uses .15 FTE from the WWTP personnel. This FTE percentage assists the operation of the Water Plant when the Water Treatment Plant Operators are not present and for weekend daily checks.

MATERIALS AND SERVICES

There is a 20% increase in insurance this year.

CAPITAL OUTLAY

Equipment and System Improvements:

- ◆ Parts for treatment skids
- ◆ Service Air Compressors

CITY OF MYRTLE CREEK 2023-24

FISCAL YEAR BUDGET

WATER FUND

TREATMENT PLANT

(250-2500)

HISTORICAL DATA

2021	2022	2023	2023	Account	Description	2024	2024	2024
Actual	Actual	Adopted	Estimated	Number		Proposed	Approved	Adopted
PERSONNEL SERVICES								
52,882	75,908	106,228	79,760	501.01	REGULAR SALARIES	106,048	106,048	106,048
		93,080	59,820	501.50	FRINGE BENEFITS	79,536	79,536	79,536
10,555	16,859			501.51	PERS-RETIREMENT			
1,091	1,526			501.52	DENTAL INSURANCE			
19,065	24,830			501.53	MEDICAL INSURANCE			
4,041	5,795			501.54	FICA & MEDICARE TAXES			
148	160			501.55	LIFE INSURANCE			
3,181	2,324			501.56	WORKMAN'S COMP			
90,963	117,720	199,308	139,580		TOTAL PERSONNEL SERVICES	185,584	185,584	185,584
MATERIALS & SERVICES								
3,645	4,198	4,500	3,500	600.01	TELEPHONE	4,500	4,500	4,500
57,364	53,042	53,000	55,000	600.03	ELECTRICITY	60,000	60,000	60,000
2,820	3,844	3,000	3,500	600.10	MEMBERSHIP & TRAINING	3,500	3,500	3,500
5,139	7,022	7,000	6,000	600.11	REGULATORY SERVICES	7,000	7,000	7,000
5,060	967	1,500	500	600.20	BLDG & GROUNDS MAINT	1,000	1,000	1,000
23,915	23,226	25,000	25,000	600.22	EQUIP MAINT & REPAIR	27,000	27,000	27,000
4,421	3,317	6,000	6,000	600.30	OPERATING SUPPLIES	6,000	6,000	6,000
426	19	1,000	1,000	600.31	TOOLS & EQUIPMENT	1,000	1,000	1,000
4,144	5,216	5,000	8,000	600.41	CONTRACTUAL SERVICES	7,500	7,500	7,500
14,811	16,640	19,968	19,672	600.42	INSURANCE	24,196	24,196	24,196
12,860	24,917	30,000	35,000	600.50	CHEMICALS	35,000	35,000	35,000
				600.83	SUPPORT SERVICES	38,453	38,453	38,453
134,605	142,408	155,968	163,172		TOTAL MATERIALS & SERVICES	215,149	215,149	215,149
CAPITAL OUTLAY								
23,480	37,870	32,000	26,100	701.01	EQUIPMENT	25,000	25,000	25,000
2,694	0	10,000	10,000	701.02	SYSTEM IMPROVEMENTS	13,000	13,000	13,000
26,174	37,870	42,000	36,100		TOTAL CAPITAL OUTLAY	38,000	38,000	38,000
251,742	297,998	397,276	338,852		TOTAL WATER TREATMENT PLANT	438,733	438,733	438,733

City of Myrtle Creek

Water Plant Supervisor
Steve Ledbetter

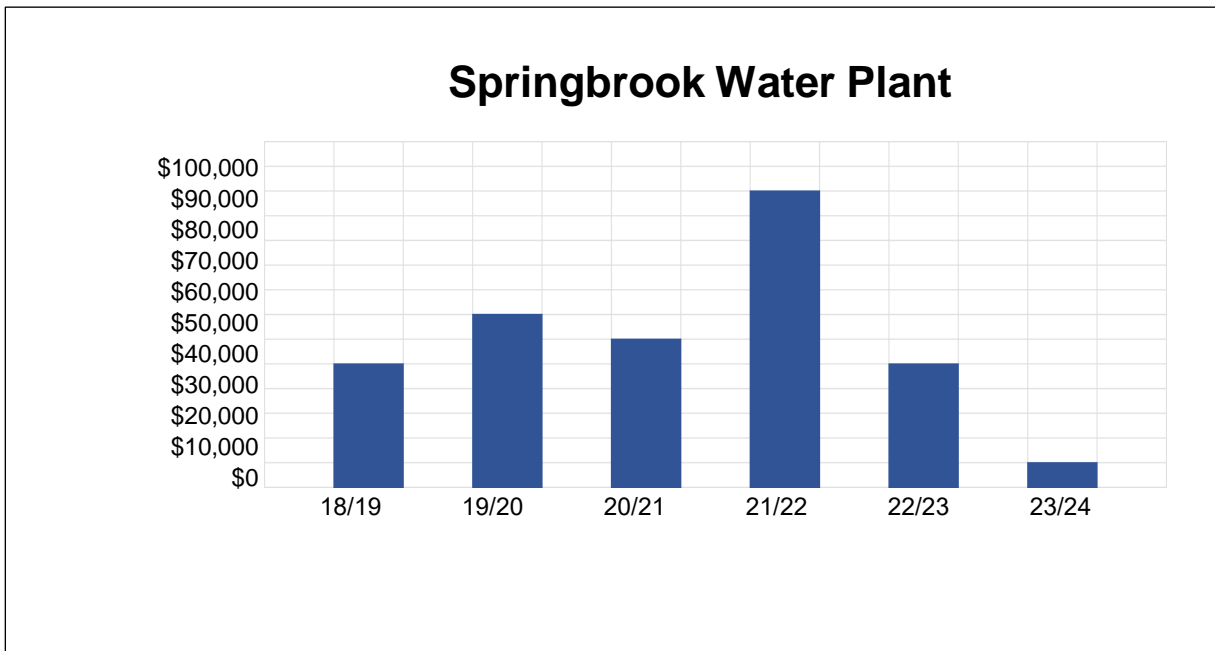
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Water Treatment Plant
Water Operators
John Raines



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Proposed Budget

2022-23	\$ 47,400
2023-24	\$ 3,875 \$
\$ Decrease	42,525
% Decrease	-89.72%

SPRINGBROOK WATER PLANT DEPARTMENT

SIGNIFICANT CHANGES FOR FISCAL YEAR 2023-2024

There is a major decrease for the Springbrook Water Plant this year in Capital Outlay. Plant will only be used as an emergency water source.

MATERIALS AND SERVICES

Decrease in Building & Grounds Maintenance, Equipment Maintenance & Repair and Tools & Equipment. Decrease in Operating Supplies and Chemicals.

CAPITAL OUTLAY

Equipment:

System Improvements:

CITY OF MYRTLE CREEK
2023-24 FISCAL YEAR BUDGET

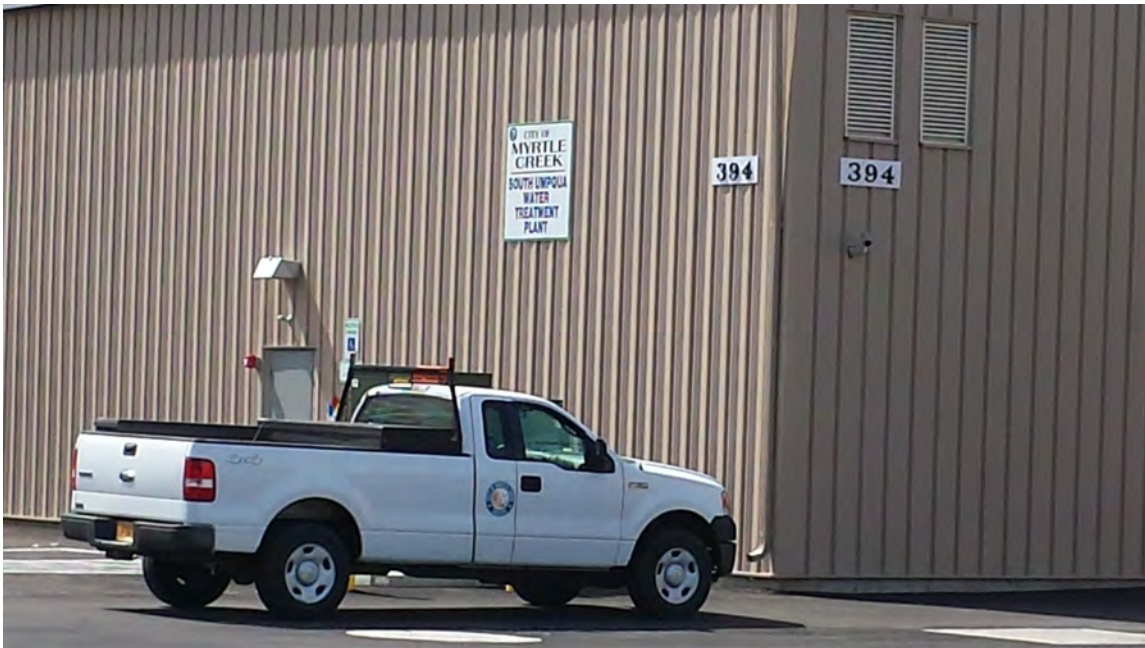
WATER FUND
SPRINGBROOK TREATMENT PLANT
(250-2550)

HISTORICAL DATA

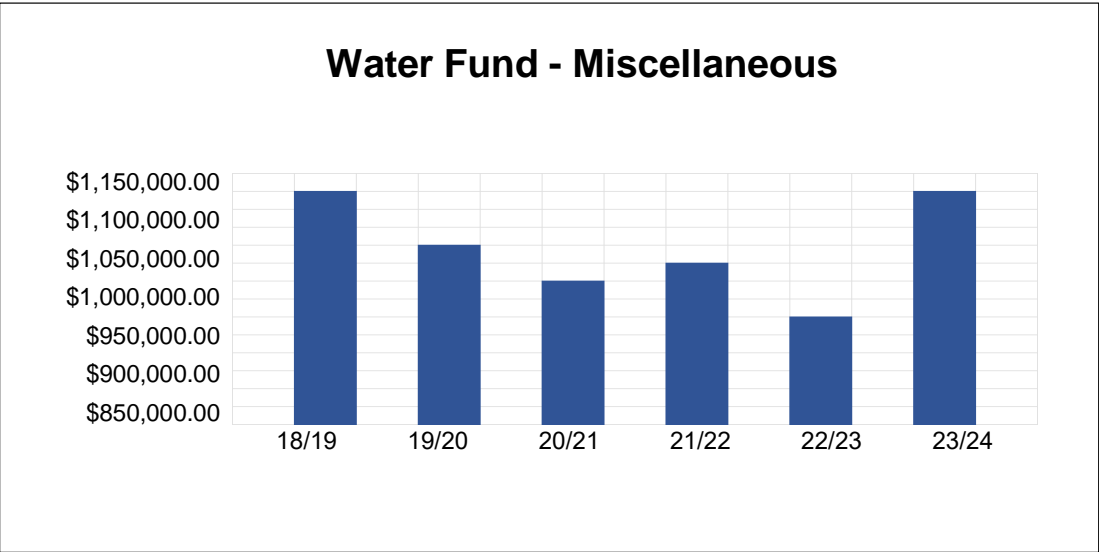
2021	2022	2023	2023	Account	Description	2024	2024	2024
Actual	Actual	Adopted	Estimated	Number		Proposed	Approved	Adopted
MATERIALS & SERVICES								
0	0	600	400	600.02	GAS HEAT	225	225	225
3,205	3,588	4,500	2,000	600.03	ELECTRICITY	1,750	1,750	1,750
8,812	6,702	10,500	1,000	600.11	REGULATORY SERVICES	500	500	500
1,963	113	1,000	200	600.20	BLDG & GROUNDS MAINT	450	450	450
5,241	2,222	6,000	500	600.22	EQUIP MAINT & REPAIR	225	225	225
1,401	1,596	1,800	250	600.30	OPERATING SUPPLIES	225	225	225
370	0	1,000	0	600.31	TOOLS & EQUIPMENT	0	0	0
0	261	1,000	500	600.41	CONTRACTUAL SERVICES	0	0	0
8,330	4,036	5,000	0	600.50	CHEMICALS	500	500	500
29,322	18,518	31,400	4,850		TOTAL MATERIALS & SERVICES	3,875	3,875	3,875
CAPITAL OUTLAY								
0	0	12,000	0	701.01	EQUIPMENT	0	0	0
7,849	0	4,000	0	701.02	SYSTEM IMPROVEMENTS	0	0	0
7,849	0	16,000	0		TOTAL CAPITAL OUTLAY	0	0	0
31,171	18,518	47,400	4,850		TOTAL SPRINGBROOK PLANT	3,875	3,875	3,875

City of Myrtle Creek

Water Miscellaneous



City of Myrtle Creek



Proposed Budget

2022-23	\$ 995,632
2023-24	\$ 1,090,717
\$ Increase	\$ 95,081
% Increase	9.54%

WATER FUND MISCELLANEOUS

The Miscellaneous Department's purpose is to keep track of contingencies, reserves and transfers for the Water Fund.

SIGNIFICANT CHANGES FOR FISCAL YEAR 2023-2024

In 2020/2021 we added a "Reserve for Membrane Replacement" line item to save for it's replacement at the river plant and we will add additional funds each year. We replaced the Activated Carbon in 2021-2022. The transfer to the Water Construction Fund is less than last year, since our carryover was smaller.

TRANSFERS

Funds are transferred to the Water System Construction fund for future improvements (\$85,000). We are also transferring funds to pay for the loan for the East Reservoir and the loan for the Water Plant. Funds are also transferred to the Capital Projects Fund for the future purchase of equipment.

CITY OF MYRTLE CREEK
2023-24 FISCAL YEAR BUDGET

WATER FUND
MISCELLANEOUS
(250-9000)

HISTORICAL DATA

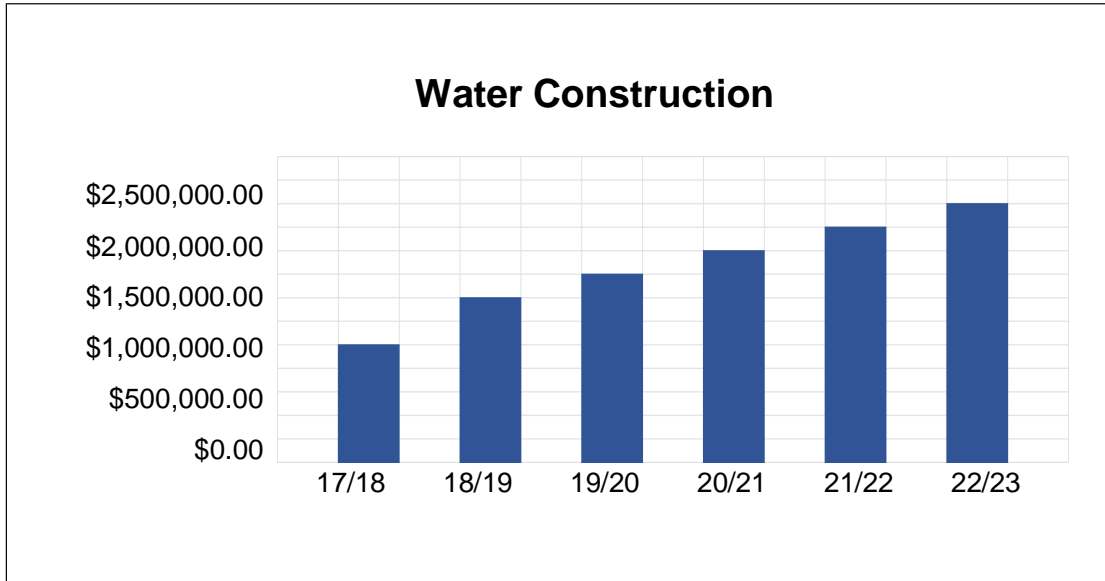
2021	2022	2023	2023	Account	Description	2024	2024	2024
Actual	Actual	Adopted	Estimated	Number		Proposed	Approved	Adopted
MISCELLANEOUS								
25,000	25,000	25,000	25,000	901.11	TRANSFER-CAPITAL PROJECTS	7,000	7,000	7,000
200,000	200,000	175,000	100,000	901.12	TRANSFER-WATER CONSTRUCT	85,000	85,000	85,000
110,028	110,028	110,028	110,028	901.15	TRANSFER-WP CONSTRUCT REPAY	110,028	110,028	110,028
197,747	197,747	197,747	197,747	901.16	TRANSFER-2013 PLANT REPAY	197,747	197,747	197,474
0	0	165,000	5,507	950.01	OPERATING CONTINGENCY	938	938	938
0	0	200,000	40,000	970.01	RESERVE—MEMBRANE REPLACEMENT	55,000	55,000	55,000
0	0	25,000	30,000	970.05	RESERVE—ACTIVATED CARBON	35,000	35,000	35,000
0	0	97,857	600,000	985.00	UNAPPROPRIATED END BALANCE	600,000	600,000	600,000
532,775	532,775	995,632	1,108,282		TOTAL WATER FUND MISC	1,090,713	1,090,713	1,090,713
1,301,888	1,189,587	1,895,715	1,825,500		TOTAL WATER FUND EXPEND	1,981,500	1,981,500	1,981,500

City of Myrtle Creek

Water Construction



City of Myrtle Creek



Proposed Budget

2022-23	\$ 2,287,672
2023-24	\$ 2,368,860
\$ Increase	\$ 81,188
% Increase	3.49%

WATER CONSTRUCTION FUND

The Water Construction Fund is used to accumulate funds to make required improvements to the water system. Money generated by the System Development Charges (SDCs) is placed directly into this account. The increase in this fund is due to a higher carryover and continued transfers from the Water Fund.

CAPITAL OUTLAY

Other:

- ◆ Water Master Plan

CITY OF MYRTLE CREEK
2023-24 FISCAL YEAR BUDGET

WATER CONSTRUCTION

REVENUE
(260-0000)

HISTORICAL DATA

2021	2022	2023	2023	Account	Description	2024	2024	2024
Actual	Actual	Adopted	Estimated	Number		Proposed	Approved	Adopted
1,845,348	12,084,535	2,099,581	2,099,851	400.00	NET WORKING CAPITAL	2,251,346	2,251,346	2,251,346
25,028	25,028	12,514	56,313	406.00	SYSTEM DEVELOPMENT CHARGE	12,514	12,514	12,514
14,159	10,909	15000	20,000	420.00	INVESTMENT INTEREST	20,000	20,000	20,000
200,000	200,000	175,000	100,000	490.07	TRANSFER-WATER FUND	85,000	85,000	85,000
2,084,535	2,084,535	2,172,390	2,275,894		TOTAL WATER CONSTRUCT	2,368,860	2,368,860	2,368,860

WATER CONSTRUCTION

EXPENDITURES
(260-2600)

CAPITAL OUTLAY

900,000	0	701.09	CAPITAL OUTLAY—PLANT					
0	1,111,111	701.10	CAPITAL OUTLAY—OTHER		30,000	30,000	30,000	
		2,251,346	UNAPPROPRIATED END BALANCE		2,338,860	2,338,860	2,338,860	
82,000	2,368,860	2,368,860	2,368,860		2,368,860	2,368,860	2,368,860	

MISCELLANEOUS

0	0	200,000	0	970.05	RESERVE-CAPITAL IMPROVEMENTS	0	0	0
0	0	200,000	0		TOTAL MISCELLANEOUS	0	0	0
27,005	215,640	82,000	82,000		TOTAL WATER CONSTRUCT	2,368,860	2,368,860	2,368,860

City of Myrtle Creek

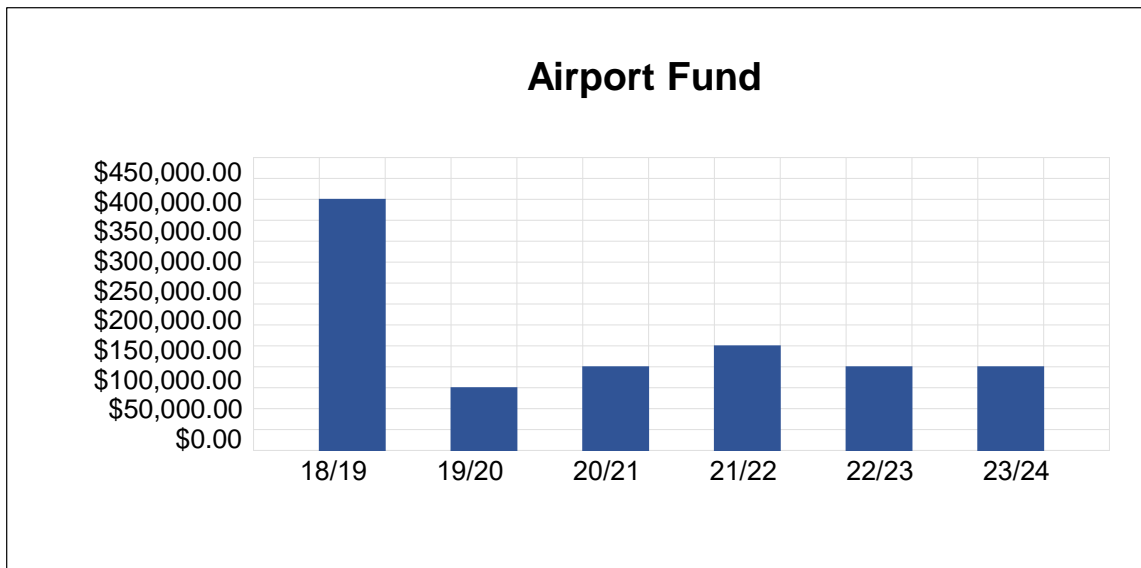
Airport Manager
City Administrator
Lonnie Rainville

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City of Myrtle Creek





Proposed Budget

2022-23	\$ 113,559
2023-24	\$ 111,253
\$ Decrease	\$ - 2,306
% Decrease	- 2.1%

AIRPORT FUND DEPARTMENT

SIGNIFICANT CHANGES FOR FISCAL YEAR 2023-2024

We do not anticipate any grants for the Airport this year. In 2021-2022 the Beacon and Tower were replaced.

MATERIALS AND SERVICES

With the Airport Fund finally being self-sufficient, in 2020-2021 we added a Support Services line item due to the time being spent by administrative staff to manage the Airport. This amount (\$5,000) is paid to the General Fund.

CAPITAL OUTLAY

AIRPORT IMPROVEMENTS:

◆no project specified

CITY OF MYRTLE CREEK
2023-24 FISCAL YEAR BUDGET

AIRPORT FUND

REVENUE
(280)

HISTORICAL DATA

2021	2022	2023	2023	Account	Description	2024	2024	2024
Actual	Actual	Adopted	Estimated	Number		Proposed	Approved	Adopted
46,049	0	85,309	60,171	400.00	NET WORKING CAPITAL	79,753	79,753	79,753
20,000	11,677	0	19,323	404.00	AIRPORT GRANT— FAA	11,000	11,000	11,000
0	0	0	0	404.10	AIRPORT GRANTS	0	0	0
19,214	13,415	8,000	0	410.00	MISCELLANEOUS REVENUE	7,500	7,500	7,500
572	470	750	1,500	420.00	INVESTMENT INTEREST	500	500	500
11,819	12,154	14,000	12,259	469.50	HANGAR RENTALS	7,500	7,500	7,500
4,385	5,156	5,500	5,500	469.70	CREW QUARTER RENTAL	5,000	5,000	5,000
102,039	42,872	196,130	98,753		TOTAL AIRPORT FUND REVENUE	111,253	111,253	111,253
AIRPORT FUND								
EXPENDITURES								
MATERIALS & SERVICES								
4,126	4,205	4,000	3,500	600.03	ELECTRICITY	4,000	4,000	4,000
5,405	5,087	8,000	4,000	600.20	BLDG & GROUNDS MAINT	6,000	6,000	6,000
1,019	925	3,000	1,000	600.30	OPERATING SUPPLIES	1,100	1,100	1,100
			500	600.32	FUEL COST	500	500	500
2,867	2,652	4,000	5,000	600.41	CONTRACTUAL SERVICES SUPPORT	7,500	7,500	7,500
5,000	5,000	5,000	5,000	600.83	SERVICES	5,000	5,000	5,000
18,537	17,869	24,000	19,000		TOTAL MATERIALS & SERVICES	24,100	24,100	24,100
CAPITAL OUTLAY								
2,610	46,380	80,000		701.09	AIRPORT IMPROVEMENTS	20,000	20,000	20,000
2,610	46,380	80,000			TOTAL CAPITAL OUTLAY	20,000	20,000	20,000
MISCELLANEOUS								
0	0	6,500	0	950.01	OPERATING CONTINGENCY	5,000	5,000	5,000
0	0	3,059	79,753	985.00	UNAPPROPRIATED ENDING BALANCE	62,153	62,153	62,153
0	0	9,559	79,753		TOTAL MISCELLANEOUS	67,153	67,153	67,153
21,147	21,147	113,559	98,753		TOTAL AIRPORT FUND EXPEND	111,253	111,253	111,253

City of Myrtle Creek

Public Works Director
Steve Ledbetter

Public Works Foreman
Daniel Walton

Utility Workers
Aaron Lincecum
Michael Redinger

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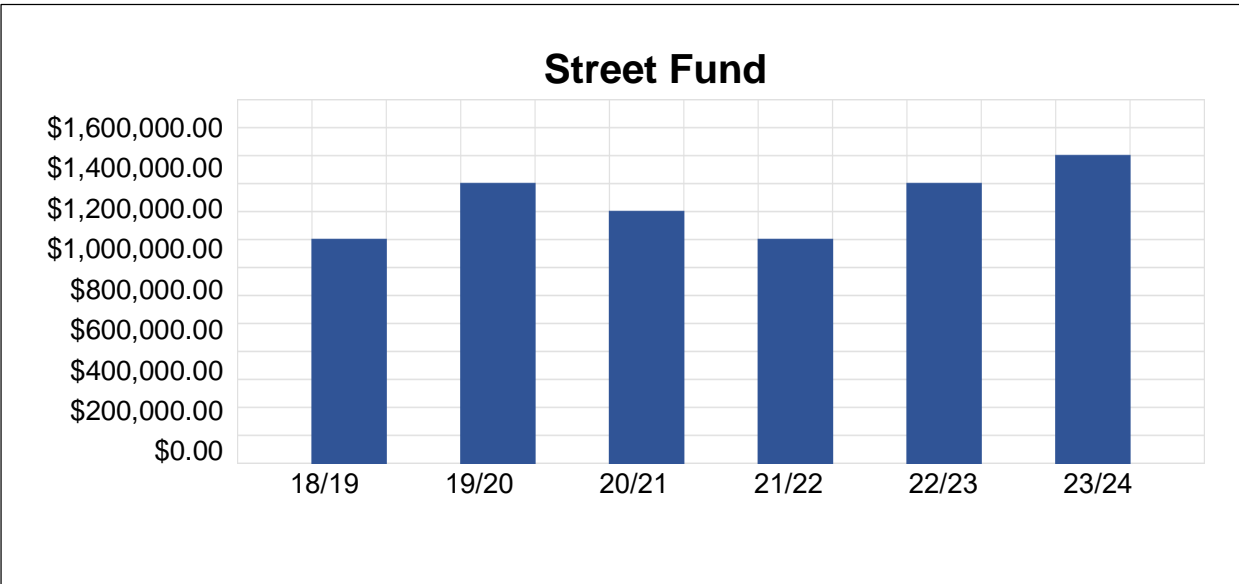
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City of Myrtle Creek



Proposed Budget

2022-23	\$1,381,809
2023-24	\$1,474,924
\$ Increase	\$ 93,115
% Increase	6.73%

STREET FUND

REVENUES

HIGHWAY TAXES—This revenue is received from the State through gas taxes and distributed to local governments on a per capita basis. A Bike Trail Reserve of 1% of the annual Highway Taxes Revenue is required to be budgeted separately.

GRANTS—\$250,000 budgeted represents SCA grant requests.

SIGNIFICANT CHANGES FOR FISCAL YEAR 2023-2024

We have a large carryover this year, as our expenses in 2021-22 were lower. We plan to do more street maintenance this year and have increased the Street/Storm Line Maintenance to \$65,000. We will be applying for a SCA Grant to do an overlay of a city residential street. We will continue to transfer to the newly created Storm Water Fund in an effort to address improvements needed for our storm water infrastructure (\$15,000).

CITY OF MYRTLE CREEK
2023-24 FISCAL YEAR BUDGET

STREET FUND
REVENUE
(300)

HISTORICAL DATA

2021	2022	2023	2023	Account	Description	2024	2024	2024
Actual	Actual	Adopted	Estimated	Number		Proposed	Approved	Adopted
849,965	0	879,539	723,878	400.00	NET WORKING CAPITAL	863,293	863,293	863,293
252,804	280,552	264,871	264,000	401.09	HIGHWAY TAXES	275,801	275,801	275,801
2,554	2,834	2,675	26,750	401.10	HIGHWAY TAXES-BIKE TRAILS	2,786	2,786	2,786
101,570	0	100,000	100,000	404.00	GRANTS	250,000	250,000	250,000
2,405	401	500	250	410.00	MISCELLANEOUS REVENUE	500	500	500
6,188	4,062	5,000	13,000	420.00	INVESTMENT INTEREST	5,000	5,000	5,000
79,044	78,790	79,224	79,000	450.01	UTILITY CHARGES	77,544	77,544	77,544
70,000	30,000	50,000	0	490.01	TRANSFER-GENERAL FUND	0	0	0
1,364,530	396,639	1,381,810	1,206,878		TOTAL STREET FUND REVENUE	1,474,924	1,474,924	1,474,924

EXPENDITURES

PERSONNEL SERVICES

Public Works Director Steve Ledbetter – Full time position. (.20 FTE). Plan, organize, direct and control the functions of the Public Works Department. Direct or manage multiple functions in the operation and maintenance of water and sewer systems and streets. Provide services in engineering, equipment maintenance, street and storm drainage maintenance. Reports to City Administrator.

Public Works Foreman Daniel Walton – Full time position. (.33 FTE). — Performs a variety of maintenance work. Reports to Public Works Director.

Utility Worker Aaron Lincecum – Full Time Position (.33 FTE). – Performs a variety of maintenance work. Reports to Public Works Foreman.

Utility Worker Michael Redinger – Full time position. (.33 FTE). – Performs a variety of maintenance work. Re-ports to Public Works Foreman.

Note: 16% each from 2 Parks Workers are funded from this Dept. as they assist here when needed.

MATERIALS AND SERVICES—This category includes line items for street lighting, basic operating materials, supplies and training. With the installation of LED street lights, this should lower our costs.

STREET IMPROVEMENTS

- ♦ Klimback

BIKE/PEDESTRIAN TRAILS

- ♦ Division Street

\$350,000 is budgeted for Street improvements.

\$5,000 is budgeted for Pedestrian Trail improvements on Division Street (Safe Routes to School program)

TRANSFERS

A transfer to Capital Projects for equipment savings is budgeted for this fiscal year. In addition, a \$15,000 transfer will go towards the newly created Storm Water Fund.

RESERVES

This line item tracks the required 1% State Highway Funds to be set aside for footpath and bicycle trails. The amount in this line item is based on projected revenue from State Highway Funds and is accumulated for a 10 year period.

STREET FUND

EXPENDITURES
(300-3000)

HISTORICAL DATA

2021	2022	2023	2023	Account	Description	2024	2024	2024
Actual	Actual	Adopted	Estimated	Number		Proposed	Approved	Adopted
PERSONNEL SERVICES								
55,615	67,525	71,531	68,450	501.01	REGULAR SALARIES	71,890	71,890	71,890
		67,392	51,338	501.50	FRINGE BENEFITS	53,918	53,918	53,918
9,744	14,226			501.51	PERS-RETIREMENT			
1,758	1,739			501.52	DENTAL INSURANCE			
23,664	25,438			501.53	MEDICAL INSURANCE			
4,254	5,149			501.54	FICA & MEDICARE TAXES			
107	110			501.55	LIFE INSURANCE			
7,414	5,017			501.56	WORKMAN'S COMP			
102,556	119,204	138,923	119,788		TOTAL PERSONNEL SERVICES	125,808	125,808	125,808
MATERIALS & SERVICES								
30,154	19,509	25,000	18,000	600.03	STREET LIGHTING	20,000	20,000	20,000
1,071	471	1,500	1,000	600.10	MEMBERSHIP & TRAINING	1,250	1,250	1,250
796	1,053	4,000	1,500	600.22	EQUIP MAINT & REPAIR	4,000	4,000	4,000
1,313	1,998	2,000	2,000	600.30	OPERATING SUPPLIES	2,000	2,000	2,000
60	745	1,000	1,000	600.31	TOOLS & EQUIPMENT	1,000	1,000	1,000
508	494	500	500	600.38	CREDIT PROCESSING FEE	500	500	500
-	0	500	500	600.40	MISCELLANEOUS	500	500	500
3,614	1,768	10,000	14,000	600.41	CONTRACTUAL SERVICES	14,000	14,000	14,000
12,088	13,583	16,299	16,057	600.42	INSURANCE	19,750	19,750	19,750
2,044	0	2,000	2,000	600.44	STREET SIGNS	2,000	2,000	2,000
27,883	10,795	30,000	15,000	600.53	STREET/STORM LINE MAINT	65,000	65,000	65,000
9,462	10,213	9,212	9,212	600.82	SHOP SERVICES	11,850	11,850	11,850
23,522	24,192	23,967	23,967	600.83	SUPPORT SERVICES	30,762	30,762	30,762
112,515	84,821	125,978	104,736		TOTAL MATERIALS & SERVICES	172,612	172,612	172,612
CAPITAL OUTLAY								
0	0	10,000	10,000	701.01	EQUIPMENT	10,000	10,000	10,000
350,176	69,985	500,000	109,061	701.05	STREET IMPROVEMENTS	350,000	350,000	350,000
0	0	5,000	0	701.08	BIKE/PEDESTRIAN TRAILS	5,000	5,000	5,000
350,176	69,985	515,000	119,061		TOTAL CAPITAL OUTLAY	365,000	365,000	365,000
MISCELLANEOUS								
46,000	25,000	25,000	25,000	901.11	TRANSFER-CAPITAL PROJECTS	25,000	25,000	25,000
	15,000	15,000	15,000	901.15	TRANSFER-STORM WATER FUND	15,000	15,000	15,000
0	0	358,114	0	950.01	OPERATING CONTINGENCY	60,809	60,809	60,809
0	0	78,794	0	970.01	RESERVE-BIKE TRAILS	81,579	81,579	81,579
0	0	125,000	823,293	985.00	UNAPPROPRIATED END BALANCE	629,116	629,116	629,116
46,000	40,000	601,908	863,293		TOTAL MISCELLANEOUS	811,504	811,504	811,504
611,247	314,010	1,381,809	1,206,878		TOTAL STREET FUND EXPEND	1,474,924	1,474,924	1,474,924

CITY OF MYRTLE CREEK
2023-24 FISCAL YEAR BUDGET

STORMWATER FUND

REVENUE
(330)

HISTORICAL DATA

2021	2022	2023	2023	Account	Description	2024	2024	2024
Actual	Actual	Adopted	Estimated	Number		Proposed	Approved	Adopted
	0	30,060	29,682	400.00	NET WORKING CAPITAL	37,332	37,332	37,332
	0	0	0	410.00	MISCELLANEOUS REVENUE	0	0	0
	117	100	150	420.00	INVESTMENT INTEREST	100	100	100
	0	0	0	450.01	STORMWATER UTILITY FEE	0	0	0
	15,000	0	15,000	490.07	TRANSFER—GENERAL FUND	0	0	0
	15,000	15,000		490.08	TRANSFER—STREET FUND	15,000	15,000	15,000
	30,117	45,160	44,832		TOTAL STORMWATER FUND REVENUE	52,432	52,432	52,432

STORMWATER FUND

EXPENDITURES
(330-3300)

MATERIALS & SERVICES

75	1,000	0	600.11	REGULATORY SERVICES	1,000	1,000	1,000
	9,000	7,500	600.20	BLDG & GROUNDS MAINT	7,500	7,500	7,500
	1,000	0	600.22	EQUIP MAINT & REPAIR	500	500	500
	5,000	0	600.30	OPERATING SUPPLIES	2,500	2,500	2,500
	3,000	0	600.31	TOOLS & EQUIPMENT CONTRACTUAL	750	750	750
360	4,200	0	600.41	SERVICES	1,500	1,500	1,500
435	23,200	7,500		TOTAL MATERIALS & SERVICES	13,750	13,750	13,750

CAPITAL OUTLAY

	21,960	0	701.09	STORMWATER IMPROVEMENTS	10,000	10,000	10,000
	21,960	0		TOTAL CAPITAL OUTLAY	10,000	10,000	10,000

MISCELLANEOUS

29,682		37,332		UNAPPROPRIATED END BALANCE	28,682	28,682	28,682
29,682		37,332		TOTAL MISCELLANEOUS	28,682	28,682	28,682
29,682		44,832		TOTAL STORMWATER FUND EXPENDITURES	52,432	52,432	52,432

City of Myrtle Creek

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Proposed Budget

2022-23	\$ 1,247,600
2023-24	\$0
\$ Decrease	\$ 1,247,600
% Decrease	100%

WASTEWATER TREATMENT PLANT CONSTRUCTION DEBT REPAYMENT FUND

Both loans are now paid off.

CITY OF MYRTLE CREEK
2023-24 FISCAL YEAR BUDGET

WWTP CONSTRUCTION DEBT REPAY

REVENUE
(430-0000)

HISTORICAL DATA

2021	2022	2023	2023	Account	Description	2024	2024	2024
Actual	Actual	Adopted	Estimated	Number		Proposed	Approved	Adopted
550,159	250,759	253,179	252,617	400.00	NET WORKING CAPITAL	0	0	0
5,085	1,859	2,500	1,350	420.00	INVESTMENT INTEREST	0	0	0
322,755	321,387	319,971	319,971	470.00	TRI CITY - DEQ LOAN REPAY	0	0	0
721,729	0	0	0	475.00	TRI CITY - OECDD LOAN REPAY	0	0	0
740,000	321,387	319,971	319,971	490.08	TRANSFER-SEWER FUND	0	0	0
2,339,727	895,392	895,621	893,909		TOTAL WWTP CONST REVENUE	0	0	0

WWTP CONSTRUCTION DEBT REPAY

EXPENDITURES
(430-4400)

DEBT SERVICE

0	0	0	0	600.96	OECDD LOAN-PRINCIPAL	0	0	0
0	0	0	0	600.97	OECDD LOAN-INTEREST	0	0	0
556,725	575,983	1,212,415	0	600.98	DEQ LOAN-PRINCIPAL	0	0	0
75,703	56,445	20,850	0	600.99	DEQ LOAN-INTEREST	0	0	0
10,346	7,514	-	-	601.00	DEQ LOAN-PROCESS FEE	0	0	0
642,774	639,942	1,233,265	0		TOTAL DEBT SERVICE EXPEND	0	0	0

MISCELLANEOUS

0	0	0	0	970.03	STATE REVOLVING FUND RESERVE	0	0	0
0	0	14,335	0	985.00	UNAPPROPRIATED END BALANCE	0	0	0
0	0	14,335	0		TOTAL MISCELLANEOUS EXPEND	0	0	0
642,774	639,942	1,247,600	0		TOTAL WWTP CONST EXPEND	0	0	0

City of Myrtle Creek

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Proposed Budget

2022-23	\$555,190
2023-24	\$557,409
\$ Increase	\$ 2,219
% Increase	.4%

WATER TREATMENT PLANT CONSTRUCTION DEBT REPAYMENT FUND

This fund provides for the repayment of 2 State Loans: The construction of the East Reservoir Water Tank and the new Water Treatment Plant completed in 2015. The revenue comes from the monthly fees paid by users of the City's water system.

The East Reservoir construction debt payments began in 2010 at 3.58% interest and will continue until 2030. This payment is \$110,028 annually.

The 2014 Water Treatment Plant loan is a 30 year loan at 1% interest with payments of \$197,747 annually until 2044.

CITY OF MYRTLE CREEK
2023-24 FISCAL YEAR BUDGET

WTP CONSTRUCTION DEBT REPAY
REVENUE
(450-0000)

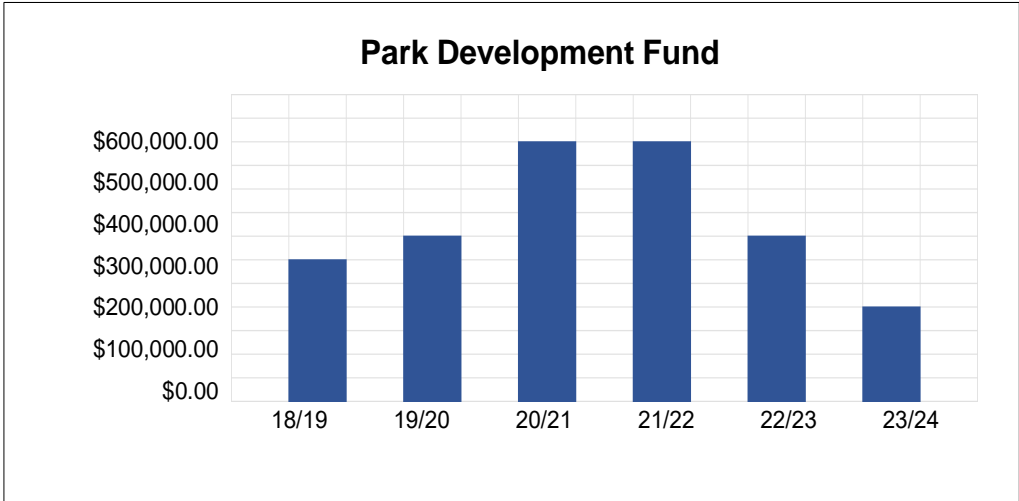
HISTORICAL DATA

2021	2022	2023	2023	Account	Description	2024	2024	2024
Actual	Actual	Adopted	Estimated	Number		Proposed	Approved	Adopted
243,366	245,329	246,415	246,634	400.00	NET WORKING CAPITAL	248,134	248,134	248,134
1,963	1,305	1,000	1,500	420.00	INVESTMENT INTEREST	1,500	1,500	1,500
110,028	110,028	110,028	110,028	490.07	TRANSFER-WATER FUND (E Reservoir)	110,028	110,028	110,028
197,747	197,747	197,747	197,747	490.08	TRANSFER-WATER FUND (2013 Plant)	197,747	197,747	197,747
553,104	554,409	555,190	555,909		TOTAL WTP CONST REVENUE	557,409	557,409	557,409

WTP CONSTRUCTION DEBT REPAY
EXPENDITURES
(450-4550)

DEBT SERVICE								
74,725	77,400	80,171	80,171	600.96	EAST RESERVOIR LOAN-PRINCIPAL	80,171	80,171	80,171
35,303	32,627	29,857	29,856	600.97	EAST RESERVOIR LOAN-INTEREST	29,856	29,856	29,856
154,190	155,732	157,289	157,289	600.98	2014 PLANT LOAN—PRINCIPAL	157,289	157,289	157,289
43,557	42,015	40,459	40,458	600.99	2014 PLANT LOAN—INTEREST	40,458	40,458	40,458
307,775	307,774	307,776	307,775		TOTAL DEBT SERVICE	307,774	307,774	307,774
MISCELLANEOUS								
0	0	147,414	147,414	970.03	CONSTRUCTION LOAN RESERVE	147,414	147,414	147,414
0	0	100,000	100,000	985.00	UNAPPROPRIATED END BALANCE	102,221	102,221	102,221
0	0	247,414	248,134		TOTAL MISCELLANEOUS EXPEND	249,635	249,635	249,635
307,775	307,774	555,190	555,909		TOTAL WTP CONST EXPENDITURE	557,409	557,409	557,409

City of Myrtle Creek



Proposed Budget

2022-23	\$379,481
2023-24	\$250,508
\$ Decrease	\$128,973
% Decrease	-33.75%



PARK DEVELOPMENT FUND

The Park Development Fund was created to fund park improvements. The primary source of revenue for this fund were the fees paid by campers using the RV Park and citizens who rent our parks for weddings, family reunions and other events. This year we have taken the RV Park income and expenses and created its own fund. The revenue will be from park rentals, with a transfer from the RV Park Fund.

The Park Commission evaluates the needs of the parks and makes recommendations on the use of the funds that are available.

SIGNIFICANT CHANGES FOR FISCAL YEAR 2023-2024

No significant projects planned for this year

CAPITAL PROJECTS

Grant Contingent Projects:

- ◆ No grants are expected, so no projects are planned.

Funded Projects:

CITY OF MYRTLE CREEK
2023-24 FISCAL YEAR BUDGET

PARK DEVELOPMENT FUND

REVENUE
(500-0000)

HISTORICAL DATA

2021	2022	2023	2023	Account	Description	2024	2024	2024
Actual	Actual	Adopted	Estimated	Number		Proposed	Approved	Adopted
227,777	261,975	300,281	319,022	400.00	NET WORKING CAPITAL	237,758	237,758	237,758
350	6,600	0	0	404.00	GRANTS	0	0	0
62,754	0	2,500	3,000	407.06	PARK FEES	2,500	2,500	2,500
0	81,234	0	1,736	410.00	MISCELLANEOUS REVENUE	500	500	500
1,898	1,712	1,500	4,000	420.00	INVESTMENT INTEREST	500	500	500
3,888	800	2,500	500	460.00	DONATIONS	0	0	0
0	0	51,000	0	490.01	TRANSFER-GENERAL FUND	0	0	0
		21,700	14,000	490.02	TRANSFER-RV PARK FUND	9,250	9,250	9,250
296,667	352,321	379,481	341,758		TOTAL PARK DEVELOPMENT REVENUE	250,508	250,508	250,508

PARK DEVELOPMENT FUND

EXPENDITURES
(500-4500)

MATERIALS & SERVICES

10,648	26,626	5,000	2,500	600.30	OPERATING SUPPLIES	2,500	2,500	2,500
0	0	4,700	1,500	600.41	CONTRACTURAL SERVICES	3,500	3,500	3,500
10,648	26,626	9,700	4,000		TOTAL MATERIALS & SERVICES	6,000	6,000	6,000

CAPITAL OUTLAY

24,044	6,673	260,000	35,000	701.09	CAPITAL PROJECTS	10,000	10,000	10,000
24,044	6,673	260,000	35,000		TOTAL CAPITAL OUTLAY	10,000	10,000	10,000

MISCELLANEOUS

0	0	60,000	60,000	901.01	TRANSFER-RV PARK FUND	0	0	0
0	0	49,781	5,000	950.01	OPERATING CONTINGENCY	2,500	2,500	2,500
			237,758	985.00	UNAPPROPRIATED END BALANCE	232,008	232,008	232,008
0	0	109,781	302,758		TOTAL MISCELLANEOUS	234,508	234,508	234,508

34,692	33,299	379,481	341,758		TOTAL PARK DEVELOPMENT EXPEND	250,508	250,508	250,508
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RV PARK FUND

2023-2024

Separating the RV Park from the Park Development Fund to identify true revenues and expenses for the operation of Millsite RV Park.

\$108,500

RV PARK FUND

The RV Park Fund was created this year to separate it's operations from the Park Development Fund, which improves *all* parks within the City. The primary source of revenue for this fund are the fees paid by campers using the RV Park.

The Park Commission evaluates the needs of the park and makes recommendations on the use of the funds that are available.

SIGNIFICANT CHANGES FOR FISCAL YEAR 2023-2024

In December of 2021, the RV Park went live online with "Book Your Site", a website that allows campers to make reservations and pay for their campsite. The Camp Host will continue to oversee and take care of the park.

CITY OF MYRTLE CREEK

2023-24 FISCAL YEAR BUDGET

RV PARK FUND

REVENUE

(550-0000)

HISTORICAL DATA	HISTORICAL DATA							
2021	2022	2023	2023	Account	Description	2024	2024	2024
Actual	Actual	Adopted	Estimated	Number		Proposed	Approved	Adopted
		0	-	400.00	NET WORKING CAPITAL	60,000	60,000	60,000
		-	-	404.00	GRANTS	0	0	0
		58,000	50,000	407.06	PARK FEES	48,000	48,000	48,000
		-	-	410.00	MISCELLANEOUS REVENUE	0	0	0
		500	350	420.00	INVESTMENT INTEREST	500	500	500
		60,000	60,000	490.01	TRANSFER-PARK DEVELOPMENT	0	0	0
		118,500	110,350		TOTAL RV PARK REVENUE	108,500	108,500	108,500

RV PARK FUND

EXPENDITURES

(550-5500)

MATERIALS & SERVICES

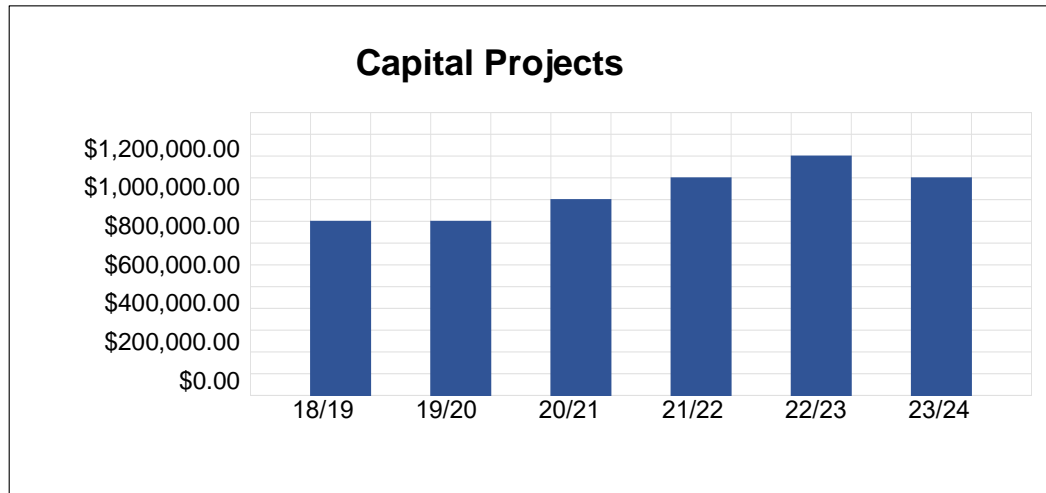
3,000	-	600.03	ELECTRICITY	9,500	9,500	9,500
2,500	2,500	600.20	BLDG & GROUNDS MAINT	3,500	3,500	3,500
1,200	2,500	600.30	OPERATING SUPPLIES	2,500	2,500	2,500
1,000	500	600.32	GAS/OIL/LUBE	1,000	1,000	1,000
3,000	4,000	600.38	CREDIT PROCESSING FEES	3,500	3,500	3,500
3,600	5,100	600.41	CONTRACTUAL SERVICES	5,000	5,000	5,000
5,000	5,000	600.83	SUPPORT SERVICES	5,000	5,000	5,000
19,300	19,600		TOTAL MATERIALS & SERVICES	30,000	30,000	30,000

MISCELLANEOUS

21,700	15,375	901.15	TRANSFER-PARK DEVELOPMENT	9,250	9,250	9,250
21,000	15,375	901.20	TRANSFER-GENERAL FUND	9,250	9,250	9,250
9,000	-	950.01	OPERATING CONTINGENCY	0	0	0
47,500	60,000	985.00	UNAPPROPRIATED END BALANCE	60,000	60,000	60,000
99,200	90,750		TOTAL MISCELLANEOUS	78,500	78,500	78,500

118,500	110,350		TOTAL RV PARK EXPEND	108,500	108,500	108,500
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City of Myrtle Creek



Proposed Budget

2022-23	\$ 1,114,672
2023-24	\$1,048,908
\$ Decrease	\$ 86,509
% Decrease	7.7%



CAPITAL PROJECTS FUND

The Capital Projects Fund receives money transferred from several other funds within the budget. The purpose of this fund is to accumulate money to acquire major pieces of equipment or property or for building repairs that are typically too costly to budget for in one year. This fund finances the replacement of the General Fund's fleet of vehicles and is funded by an equipment charge to individual funds. This fund levels capital outlay expenses in the operating budget and provides for ongoing vehicle replacement needs. Capital Projects Fund enhances the City's goal of providing a financially sound government and to better manage capital outlay in general. Additionally, this fund helps the City track depreciation as required by the General Accounting Standards Board's Statement Number 34 (GASB 34).

REVENUE

TRANSFERS

(\$45,000 Fire Truck Savings; \$35,000 Police Car; \$5,745 Capital Building; \$5,000 Parks Mower Savings)

STREET FUND, WATER FUND, and SEWER FUND

A total of \$82,000 is budgeted to be transferred from the three funds to be allocated for vehicle and equipment replacement.

EXPENDITURES

701.02 Public Works Pickup

Other line items are accumulating for future expenditures.

CITY OF MYRTLE CREEK

2023-24 FISCAL YEAR

BUDGET

CAPITAL PROJECTS FUND

REVENUE

(580-0000)

HISTORICAL DATA

2021	2022	2023	2023	Account		2024	2024	2024
Actual	Actual	Adopted	Estimated	Number	Description	Proposed	Approved	Adopted
593,094	713,635	914,132	919,148	400.00	NET WORKING CAPITAL	855,163	855,163	855,163
0	0	0	0	404.00	GRANTS	0	0	0
2,050	3,004	1,000	1,000	410.00	MISCELLANEOUS REVENUE	1,000	1,000	1,000
5,377	4,570	5,000	10,000	420.00	INVESTMENT INTEREST	20,000	20,000	20,000
102,500	135,009	119,540	70,000	490.01	TRANSFER - GENERAL FUND	55,745	55,745	55,745
46,000	25,000	25,000	25,000	490.06	TRANSFER - STREET FUND	25,000	25,000	25,000
25,000	25,000	25,000	25,000	490.07	TRANSFER - WATER FUND	7,000	7,000	7,000
25,000	25,000	25,000	25,000	490.08	TRANSFER - SEWER FUND	50,000	50,000	50,000
					TRANSFER - PUBLIC SAFETY FUND	35,000	35,000	35,000
799,021	931,218	1,114,672	1,075,148		TOTAL CAPITAL PROJECT REVENUE	1,048,908	1,048,908	1,048,908

CAPITAL PROJECTS FUND

EXPENDITURES

(580-5800)

CAPITAL OUTLAY

0	0	45,000	0	701.01	EQUIPMENT-BACKHOE/TRACTOR	0	0	0
0	1,070	45,000	0	701.02	EQUIPMENT-P WORKS TRUCK	60,000	60,000	60,000
0	0	285,000	0	701.03	EQUIPMENT-FIRE DEPT TRUCK	0	0	0
11,200	0	225,610	0	701.04	EQUIPMENT-JET/BUCKET TRUCK	0	0	0
120	-12	0	0	701.05	CITY HALL IMPROVEMENTS	0	0	0
39,600	0	58,540	54,867	701.07	VEHICLE-POLICE DEPT	0	0	0
0	9,995	0	0	701.10	EQUIPMENT-POLICE DEPT	0	0	0
1,220	0	55,000	0	701.13	EQUIPMENT-PARKS DEPT	0	0	0
0	0	65,000	0	701.15	EQUIPMENT-DUMP TRUCK/TRAILER	0	0	0
0	0	162,000	149,868	701.17	EQUIPMENT-STREET SWEEPER	0	0	0
0	0	50,000	0	701.18	EQUIPMENT-FIRE SAFETY	0	0	0
0	0	110,000	15,250	702.27	CAPITAL BUILDING	0	0	0
33,246	1,017	13,522	0	702.34	BUILDING—PUBLIC WORKS	0	0	0
			855,163	985.00	UNAPPROPRIATED END BALANCE	988,908	988,908	988,908
85,386	12,070	1,114,672	1,075,148		TOTAL CAPITAL OUTLAY	1,048,908	1,048,908	1,048,908

EXPENDITURES