

Scio City Budget



2023-2024

Table of Contents

INTRODUCTION

CITY COUNCIL..... 1
CITY STAFF, BUDGET COMMITTEE/CITIZEN MEMBERS..... 1
ORGANIZATION STRUCTURE AND CHART..... 2
BUDGET COMMITTEE MEMBERS..... 3
CITY MANAGER BUDGET MESSAGE..... 5
BUDGET CALENDAR..... 9

GENERAL FUND

GENERAL FUND NARRATIVE..... 11
GENERAL FUND REVENUES AND EXPENDITURE DETAIL SHEETS..... 13

SPECIAL FUND – ROADS/STREETS

ROADS/STREETS NARRATIVE..... 23
ROAD FUND REVENUES AND EXPENDITURE DETAIL SHEETS..... 25

ENTERPRISE FUNDS

WATER FUND NARRATIVE..... 33
WATER FUND REVENUES AND EXPENDITURE DETAIL SHEETS..... 35
SEWER FUND NARRATIVE..... 43
SEWER FUND REVENUES AND EXPENDITURE DETAIL SHEETS..... 45

RESERVED FUNDS

WATER RESERVE REVENUES..... 53
SEWER RESERVE REVENUES..... 54
EQUIPMENT RESERVE REVENUES..... 55
ROAD RESERVE REVENUES..... 56

ADDITIONAL INFORMATION

INTERFUND TRANSFERS..... 57
EXPLANATION OF FTE ALLOCATIONS..... 59
FTE SCHEDULE/TAXES/BENEFITS..... 65
LB-1..... 67
BUDGET SUMMARY 69
BUDGET RESOLUTIONS..... 73

Mayor and City Council

Mayor.....	Debbie Nuber
City Council President.....	Joey Ferguson
Councilor.....	Karen Eckhart
Councilor.....	Tom Gray
Councilor.....	Tom Meyer
Councilor.....	Dennis Shaffer
Councilor.....	Luke Zedwick

City Staff

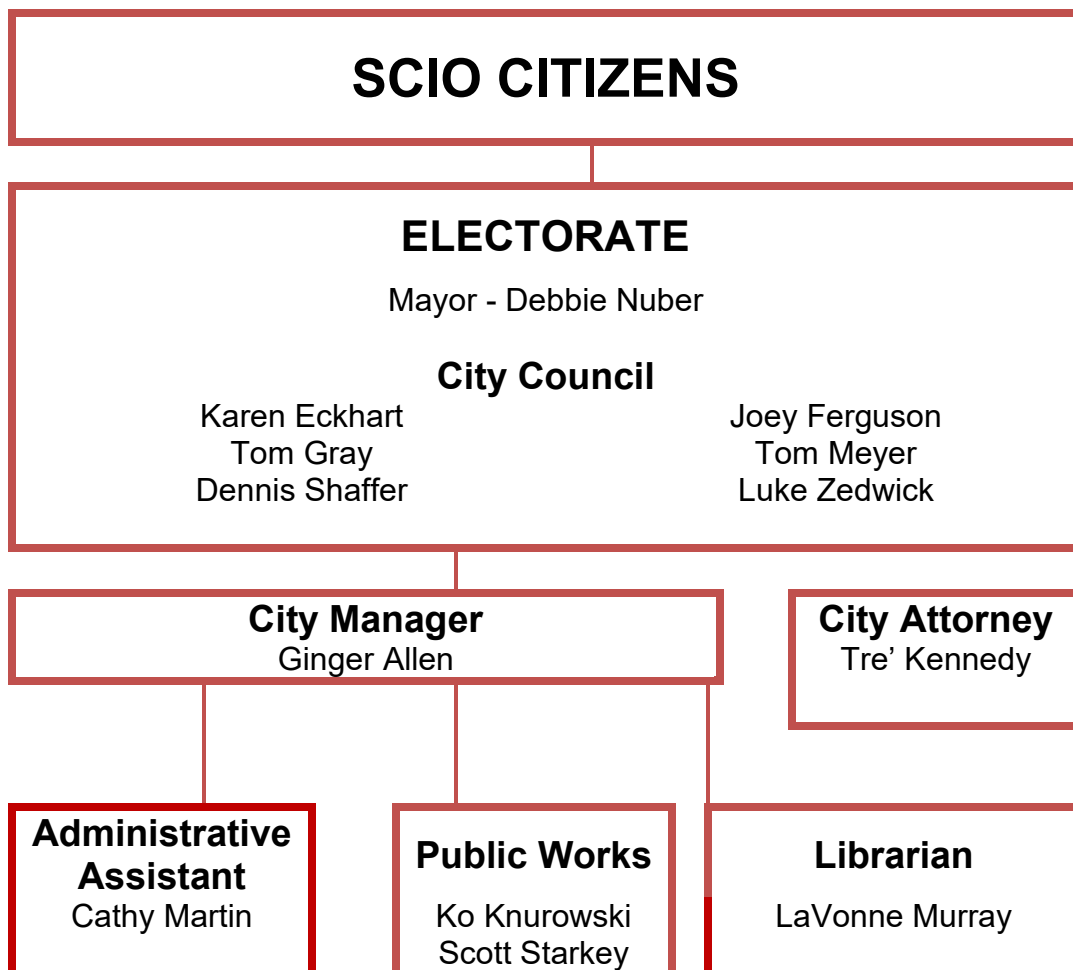
City Manager.....	Ginger Allen
Administrative Assistant.....	Cathy Martin
Librarian.....	LaVonne Murray
Public Works.....	Ko Knurowski
Public Works.....	Scott Starkey

Budget Committee Citizen Members

Dustin Blumenstein
Mandy Boyer
Steve Ellis
Lea Hackler
Suzanne Primm
Leon Rothauge
Carlea White

ORGANIZATIONAL STRUCTURE AND CHART

The City of Scio is a full-service municipality that operates under a Council/Manager form of government. The city has an elected Mayor and six Council members. The Scio City Council meetings are scheduled on the second Monday of each month at City Hall. If necessary, a second council meeting would be held on the fourth Monday of the month. The elected City Council sets policies for city government, enacts ordinances and hires, directs and evaluates the City Manager. In turn, the City Manager is the city's chief executive officer, responsible for overall management and administration of the city. Municipal services are provided by the city employees and headed by the City Manager. The city operates its own water, wastewater, stormwater, street operations, library and finance departments. Public Safety, Planning, Building, and City Engineering needs are provided through contract services.



Budget Committee Members
Fiscal Year 2023-2024

Budget Officer	Phone	Position
Ginger Allen PO Box 37 Scio, OR 97374	(503) 394-3342 ginger@sciooregon.gov	City Manager
Council Members	Phone	Position
Debbie Nuber 38588 SW 5 th Avenue, PO Box 46 Scio, OR 97374	(503) 394-2805 dnumber@sciooregon.gov	Mayor
Karen D. Eckhart 38808 N Main Street, PO Box 844 Scio, OR 97374	(541) 971-7097 keckhart@sciooregon.gov	Council Member
Joey Ferguson 38898 SW 2 nd Place, PO Box 277 Scio, OR 97374	(541) 905-3075 jferguson@sciooregon.gov	Council President
Tom Gray 38856 N Main Street, PO Box 336 Scio, OR 97374	(503) 949-7096 tgray@sciooregon.gov	Council Member
Tom Meyer 38835 SW 2 nd Avenue Scio, OR 97374	(503) 394-2147 (971) 719-0806 tmeyer@sciooregon.gov	Council Member
Dennis Shaffer 38625 SW Filbert Scio, OR 97374	(503) 680-0065 dshaffer@sciooregon.gov	Council Member
Luke Zedwick 38717 NW Cherry Street, PO Box 922 Scio, OR 97374	(503) 930-2906 lzedwick@sciooregon.gov	Council Member
Citizens Committee Members	Phone	Appointment Expiration
Dustin Blumenstein 38840 NE Ash Street, PO Box 645 Scio, OR 97374	(503) 394-2366 bethanddustin@yahoo.com	FY – 2024-2025
Mandy Boyer 38814 NW Alder Street Scio, OR 97374	(503) 394-2255 nakedbear451@gmail.com	FY – 2025-2026
Steve Ellis 39035 SE 2 nd Avenue, P.O. Box 8 Scio, OR 97374	(503) 394-3590 siouxz@yahoo.com	FY – 2024-2025
Lea Hackler 38613 SW Filbert Street Scio, OR 97374	(408) 391-6363 leahackler1@gmail.com	FY – 2024-2025
Suzanne Primm 38885 SW 6 th Avenue Scio, OR 97374	(503) 949-9627 sprim89@gmail.com	FY – 2025-2026
Leon Rothauge 38799 NW Alder Street, PO Box 266 Scio, OR 97374	(503) 394-4583 (208) 412-2748 snackman4u@hotmail.com	FY – 2024-2025
Carlea White 38653 SE Cedar Street, PO Box 18 Scio, OR 97374	(541) 760-8958 carleacarterwhite@gmail.com	FY – 2025-2026

This Page is
Intentionally Blank



Covered Bridge Capital of the West

City of Scio

P. O. Box 37

Scio, OR 97374

Phone: 503-394-3342

Fax: 503-394-2340

City Manager's 2023 - 2024 Budget Message

And in the blink of an eye, it's budget season!

Honorable Mayor, City Council and Scio Residents;

Seven years ago, when I agreed to serve as the Scio City Manager, I made sure that the Scio City Council understood that I believed in total transparency. They agreed that the citizens of Scio need to hear the good and the bad when it comes to the city's operations and resources.

Scio's budget hearings are open to the public. Public announcements of the hearing(s), have been advertised in the Canyon Weekly and on the city's website. All citizens are encouraged to attend the hearings and ask questions of myself and the budget committee members.

The city budget is a policy document, representing a commitment to prudent fiscal governance, which in turn promotes the effective delivery of services and enhances community livability.

The financial policies and budget principles listed below serve as guides while preparing the budget document:

- City Council Directives
- Balanced revenues and expenses
- Minimize impact of any tax and fee increase on residents/ratepayers, while still maintaining acceptable reserve levels.
- Make decisions in the 2023 - 24 Budget that sustains a healthy fiscal foundation for balancing budgets in the future.
- Maintain the highest quality of services allowable with the resources at hand.

This budget message contains some difficult facts about today's economy and the results they have on the operations of government services, businesses, and households throughout America.

The cost of doing routine business has gone up anywhere from 6% to 16% depending upon the area of services and materials consumed.

According to the West Cost Consumer Price Index the cost of living has gone up 8.0% in 2022. The Federal Reserve shows the cost of living increase at 8.6% during the 2022 calendar year. Social Security Benefits have seen the highest increases in the history of the agency over the past two years: 5.7% increase in 2022 and 8.7% increase in 2023

In summary, the cost of delivering routine business services has increased by an average of 8% across the board. Governments like private businesses find themselves having to increase user rates and service fees in order to keep up with the rise in day-to-day operational costs, employee retention and long-term infrastructure needs.

2023-2024 BUDGET HIGHLIGHTS

▶ **Fund Narratives:** Each of the four operational funds, General, Road, Water and Sewer, open with a narrative page that describes the fund, the financial resources and highlights about each fund.

▶ **Personnel Services:**

Keeping good workers, for long periods of time, is becoming more and more difficult as signing bonuses are being offered in the government job market. Rural Oregon cities spend time and money training workers only to lose those same workers to larger cities who can offer better benefit packages and secured wage scales in addition to a cost-of-living adjustment. Each area of Personnel Services is listed below with a description of what is happening in each of the respective line items.

- **Employee Benefits:** This year, throughout all of the funds, you will see a drop in the cost of employee benefits. This is because I have not placed dollars into the benefit cost calculations for employees who may need benefits half way into the fiscal year. Instead, any additional benefit costs will be paid from contingency funds if needed. This reduces the overall benefit costs by \$24,866.00.
- **Employment Taxes:** For the past several years I have overestimated employment taxes. This fiscal year I have reduced the amount of estimated taxes by 2%, thus reducing the total cost of employment taxes by \$4,311.00.
- **Salaries:** This year I am requesting a 7% cost of living increase for all employees except myself. I will be requesting 3.5% increase. The overall increase in salaries for this year will be \$17,600.00. The city has no “salary scale increases, nor merit increases” at this time.

Over all, Personnel Services costs have dropped from last year by \$11,576.00 (2022-23 = \$465,078 and 2023-2024 = \$453,502)

▶ **Water, Sewer, and Storm Drain Rates:**

Rural cities across the nation battle with failing infrastructure (water, sewer, storm drains and streets/sidewalks) and the lack of resources to repair, replace and maintain the infrastructure properly. Fighting this infrastructure battle requires courage and foresight to ensure that we do not pass on the problems of today to the next generation.

- Water User Fees: Based upon the infrastructure projects coming up, the City needs to have a minimum of \$750K – 1 million dollars in reserves to assist with the purchasing of land and construction/connection of a new water reservoir. This past year the city council agreed to raise water rates from 6% to 10% percent. This year we will be transferring \$80,000.00 into the Water Reserve Revenues. If operational costs stabilize, we hope to set aside \$75-80K annually. In five years, our Water Reserve Revenues should be healthy enough to support a loan for a new water reservoir and/or other major water system replacement/repairs.

Staff suggests maintaining a 10% water rate increase over the next three fiscal years (July 1, 2023 thru June 30, 2026) at which time council can revisit the Water Reserve Revenues and determine if the 10% annual increase supports the infrastructure needs.

- Sewer User Fees: Based upon the failing infrastructure within the Scio Sewer System it is evident that the 12% rate increase last year is not providing the reserve funding needed to begin sewer system repairs. Thus, staff feels that the sewer rates should go to an annual increase of 18% for the next three fiscal years (July 1, 2023 – June 30, 2026).

A transfer of \$30,000.00 will be made to the Sewer Reserve Revenue account. This is the first transfer made to the Sewer Reserve Revenues since my arrival in March of 2016!

If rates are not increased the city will remain unable to conduct engineering designs on projects that might qualify for grant funding. In ten years, at \$30k a year, we will have approximately \$398,000.00 in the Sewer Reserve Revenue account.

The largest project facing the sewer system is the Beech Street Lift Station and Inverted Siphon. This project alone is \$2.5 – 3 million dollars today, with an engineering design cost of \$600,000.00 dollars this system replacement/repair comes to a total project cost of 3.6 million in today's dollars. Who knows how much this same system replacement/repair will cost, three, five or ten years from now?

Lastly, there are over ten sewer system projects costing a minimum cost of \$325,000.00, which includes the engineering oversight and design costs.

- Storm Drain User Fee: Staff is proposing that the City of Scio adds a Storm Drain User Fee to all water system users. The proposed fee would be a flat fee of \$5.00 per household/business and would be added onto the monthly water/sewer bills.

The collections of these fees would pay for repairs, replacements and newly installed storm drainage lines in Scio. For years now cities have charged this fee to help with storm water run-off costs. Scio is behind in instituting this fee and will use the fee proceeds to repair and upgrade the current storm drain system.

► **Reserve Funds:**

Below are the reserve revenue accounts. The current balances in the reserve accounts are:

	2022-23		2023-24
No. 17 – Water Reserve	\$ 397,445	+ \$80,000 transfer in =	\$477,445.00
No. 18 – Sewer Reserve	\$ 90,726	+ \$30,000 transfer in =	\$125,800.00
No. 19 – Equipment Reserve	\$ 103,460	No transfers in or out	\$103,460.00
No. 20 – Road Reserve	<u>\$ 59,038</u>	No transfers in or out	<u>\$ 59,038.00</u>
Total	\$ 650,669.00		\$765,743.00

► **FTE Allocation/Descriptions:** Full-time employee allocations and job descriptions can be found under the FTE tab in the budget document.

Conclusion

As always, I have incorporated all of the city staff into the financial decisions presented in this year's budget document.

I look forward to working with the budget committee to set into motion a budget that will sustain services that meet the needs of Scio and improve upon the services that need to be upgraded or replaced.

My personal thanks to all of you; together we can make Scio Great!

Respectfully,
Ginger Allen
Scio City Manager



Fiscal Year 2023-2024

Budget Calendar

<u>Date</u>	<u>Action</u>	<u>Staff</u>
February 1, 2023	Departmental budget sheets handed out to staff for review.	Cathy
	Letters sent to Budget Committee Members to confirm service for the 2023-2024 budget hearings.	Cathy
	Determine if additional Budget Committee members need to be recruited and appointed.	Ginger
March 1, 2023	Staff meets to discuss end of third quarter spending and year end projections.	All Staff
March 13, 2023	Appoint new Budget Committee members at the Council Meeting.	Council
March 17, 2023	Send letters to Budget Committee confirming budget hearing dates: <ul style="list-style-type: none"> • 1st Budget Committee Meeting – April 27th – 6:00 p.m. • 2nd Budget Committee Meeting – May 4th – 6:00 p.m. 	Cathy
March 24, 2023	Public Notices prepared for the 2023-2024 Budget Meetings	Cathy
April 3, 2023	First Budget Draft due	Ginger
April 5, 2023	Public Notices sent for publication. <ul style="list-style-type: none"> • The Advertisement in the <i>Canyon Weekly</i> April 14th (Oregon law requires published advertisement 5-30 days prior to Meeting) • 1st Budget Committee Meeting set for April 27th. 	Cathy
April 7, 2023	Budget Hearing Notice placed on City Website and Facebook page.	Cathy
April 20, 2023	Budget Officer finalizes initial 2023-2024 Budget proposal	Ginger
	Distribute to Budget Committee Members.	Cathy
April 27, 2023	1st Budget Committee Meeting – 6:00 p.m.	
May 4, 2023	2nd Budget Committee Meeting – 6:00 p.m.	
May 26, 2023	All budget revisions updated and prepared for review and adoption at the June 12 th council meeting.	
	All Resolutions finalized for adoption at the June 12 th council meeting.	
June 2, 2022	Publish Budget Notice – LB Forms & Public Hearing Information in <i>Canyon Weekly</i> (Oregon law requires published advertisement 5-30 days prior to meeting) Council Meeting to be held: June 12, 2023	Cathy



Covered Bridge Capital of the West

City of Scio

P. O. Box 37

Scio, OR 97374

Fiscal Year 2023-2024

Budget Calendar

<u>Date</u>	<u>Action</u>	<u>Staff</u>
June 26, 2023	Regular Council Meeting <ul style="list-style-type: none"> • Resolutions to Enact <ul style="list-style-type: none"> ○ Resolution No. 22-05 Municipal Services ○ Resolution No. 22-06 State Revenue Sharing ○ Resolution No. 22-07 Adopt & Appropriate 2023-2024 Fiscal Budget ○ Resolution No. 22-08 To Impose & Categorize Taxes 	
June 28, 2023	Assemble adopted budget, create PDF file for publication on City Website.	Cathy
	Submit Tax Certification Documents to Linn County Assessor’s Office	Ginger
June 30, 2023	Certificates mailed to State regarding State Revenue Sharing – Deadline July 15th	
July 7, 2023	Budget Documents posted on City Website.	Cathy

GENERAL FUND – 10

The General Fund is the main operating fund for the City. It accounts for sources and uses of resources that (primarily) are discretionary to the City Council in the provision of activities, programs and services deemed necessary and desirable by the community.

Taxpayer dollars are deposited in the General Fund, along with utility license fees, business license fees, state shared revenues (from cigarette and liquor taxes), interest income, and miscellaneous revenues and beginning cash balances. This portion of the budget is comprised largely of discretionary funds, since the Mayor and City Council can allocate the funds to programs and services in any area. In other words, there are few restrictions on how these resources may be allocated.

General fund dollars are used to support the following City services; public safety, senior services, parks, community development and administrative services.

FUND HIGHLIGHTS

- Personnel Services: Decreased by \$12,417.00 from last fiscal year.
- Contract Services: Increase to account for possible renovation/design plans for city hall.
- Engineering Consultant: Added line item to track the services performed by the City Engineer for general fund projects.
- Grants: Cash carry over to cover projects being paid for with COVID Stimulus Dollars.
- Operating Contingencies: Increased by eliminating the Property Acquisition/Building line item. This strengthens the contingency line item by \$244,363.00 and will provide optimum financial support to a city hall renovation project when needed.

This Page is
Intentionally Blank

10 - GENERAL FUND REVENUES 2023-2024

2020-2021	2021-2022	2022-2023	6/26/2023	6/30/2023	Acct.	Description	2023-2024	2023-2024	2023-2024	2023-2024
Actual	Actual	Budget	Yr. to Date	Projected	No.		Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	Adjusted
					R1	Fund Revenues				
501,174	521,196	2,365,720	2,371,231	2,371,231	10-4100	Beginning Cash Balance	878,792	878,792	1,039,939	161,147
149	7,016	5,500	32,635	33,785	10-4110	Investment Earnings	12,000	12,000	12,000	0
276,294	278,431	280,000	287,361	289,000	10-4120	Property Taxes	290,000	290,000	290,000	0
777,617	806,643	2,651,220	2,691,228	2,694,016		Total Fund Revenues	1,180,792	1,180,792	1,341,939	161,147
					R2	Other Revenues				
891	806	800	647	647	10-4211	Cigarette Tax	700	700	780	80
18,188	17,744	17,000	18,891	18,891	10-4212	Liquor Control Taxes	17,500	17,500	18,000	500
2,636	1,230	1,200	1,235	1,235	10-4213	Marijuana Tax	1,200	1,200	1,200	0
10,605	10,804	10,000	10,963	10,963	10-4240	Intergovernmental	11,650	11,650	11,000	-650
2,773	2,974	2,900	3,639	3,639	10-4251	Franchise - Northwest Natural	3,500	3,500	3,500	0
11,857	11,745	11,000	12,278	12,278	10-4252	Franchise - Pacific Power	11,500	11,500	12,000	500
3,397	3,312	3,000	3,673	3,673	10-4253	Franchise - Republic Services	3,600	3,600	3,600	0
933	451	0	0	0	10-4254	Franchise - Scio Cablevision	0	0	0	0
452	433	400	529	529	10-4255	Franchise - SMTA	400	400	500	100
6,500	6,400	8,400	8,400	8,400	10-4260	Library (Property Tax Support)	10,500	10,500	9,000	-1,500
1,881	2,492	2,000	4,338	4,350	10-4261	Library Fees/Fines	3,000	3,000	4,000	1,000
3,790	1,224	7,852	6,713	6,713	10-4262	Library Donations	0	0	0	0
4,000	10,891	10,172	10,172	10,172	10-4263	Library Grants (carry over \$750)	1,000	1,000	750	-250
			555	555	10-4264	Library Other	0	0	500	500
4,389	2,620	4,000	4,813	4,813	10-4271	Planning Fees	3,500	3,500	4,000	500
510	3,464	3,000	2,162	2,162	10-4272	Building Permits	3,000	3,000	2,500	-500
994	547	500	575	575	10-4290	Fines and Forfeitures	600	600	500	-100
48,291	236,000	0	0	0	10-4330	Grants	0	0	0	0
1,207	24,457	1,500	7,427	7,427	10-4350	Miscellaneous	1,200	1,200	1,200	0
50		0	50	50	10-4360	Veterans Memorial Park	0	0	0	0
0	1,570,000	0	0	0	10-4405	Loan Proceeds - PW Shop	0	0	0	0
123,344	1,907,594	83,724	97,061	97,072		Total Other Revenues	72,850	72,850	73,030	180

10 - GENERAL FUND REVENUES 2023-2024 (continued)

2020-2021	2021-2022	2022-2023	6/26/2023	6/30/2023	Acct.	Description	2023-2024	2023-2024	2023-2024	2023-2024
Actual	Actual	Budget	Yr. to Date	Projected	No.		Proposed by	Approved by	Adopted by	Adjusted
							Budget Officer	Budget Committee	Governing Body	
					R3	Interfund Transfers In				
0	20,000	0	0	0	10-4520	From Road Fund	0	0	0	0
0	50,000	0	0	0	10-4530	From Water Fund	0	0	0	0
0	30,000	0	0	0	10-4580	From Equipment Reserve	0	0	0	0
0	100,000	0	0	0		Total Transfers In	0	0	0	0
900,961	2,814,237	2,734,944	2,788,288	2,791,088		Total Revenues	1,253,642	1,253,642	1,414,969	161,327

10 - GENERAL FUND EXPENSES 2023-2024

2020-2021	2021-2022	2022-2023	6/26/2023	6/30/2023	Acct.	Description	2023-2024	2023-2024	2023-2024	2023-2024
Actual	Actual	Budget	Yr. to Date	Projected	No.		Proposed by	Approved by	Adopted by	Adjusted
							Budget Officer	Budget Committee	Governing Body	
					E1	Personnel Services				
58,633	79,658	105,996	116,247	116,247	10-5110	Salaries	105,710	105,710	106,675	965
5,247	8,439	13,779	9,819	9,819	10-5120	Taxes	11,629	11,629	11,735	106
25,117	29,353	39,071	20,861	20,861	10-5130	Benefits	28,250	28,250	28,250	0
88,997	117,450	158,846	146,926	146,926		Total Personnel Services	145,589	145,589	146,660	1,071
1.52	1.75	1.90				Total Full-Time Equivalent (FTE)	1.80	1.80	1.80	
					E2	Materials and Services				
64	3,226	625	328	328	10-6210	Advertising	700	700	700	0
2,640	17,656	3,360	2,640	2,640	10-6220	City Attorney	2,880	3,360	3,360	0
4,154	11,976	170,120	45,917	45,917	10-6230	Contract Services	209,000	229,000	118,450	-110,550
					10-6240	Engineering	75,000	75,000	50,000	-25,000
58,244	65,241	75,000	68,505	68,505	10-6250	Police Services	75,000	75,000	75,000	0
3,597	1,740	1,500	2,256	2,256	10-6260	Materials & Supplies	2,500	2,500	2,500	0
1,540	4,267	5,400	4,472	4,472	10-6270	Community Involvement	7,000	12,000	12,000	0
70,239	104,106	256,005	124,118	124,118		Sub-total Materials and Services	372,080	397,560	262,010	-135,550

10 - GENERAL FUND EXPENSES 2023-2024 (Continued)

2020-2021	2021-2022	2022-2023	6/26/2023	6/30/2023	Acct.	Description	2023-2024	2023-2024	2023-2024	2023-2024
Actual	Actual	Budget	Yr. to Date	Projected	No.		Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	Adjusted
					E2	Materials and Services Continued				
70,239	104,106	256,005	124,118	124,118		Sub-total Materials and Services	372,080	397,560	262,010	-135,550
761	7,283	1,500	1,417	1,417	10-6280	Miscellaneous	1,000	1,000	2,000	1,000
378	2,508	950	458	470	10-6290	Bank Charges and Fees	700	700	700	0
4,852	3,976	4,874	5,096	5,096	10-6310	Insurance	6,325	6,325	6,325	0
13	83	200	0	0	10-6320	Education	200	200	200	0
48,672	0	122,280	22,026	22,026	10-6330	Grants	100,269	100,269	0	-100,269
15,299	13,646	19,000	14,511	14,511	10-6341	Utilities - Electricity	25,000	25,000	21,000	-4,000
582	543	1,750	1,066	1,066	10-6342	Utilities - Gas	3,000	3,000	2,500	-500
1,684	1,723	1,400	1,371	1,371	10-6343	Utilities - Telephone	1,800	1,800	1,800	0
116	119	150	128	128	10-6344	Utilities - Garbage	200	200	300	100
0	222	2,500	133	133	10-6350	Equipment Maintenance	1,000	1,000	1,000	0
316	990	1,000	4,305	4,305	10-6360	Building Maintenance	1,000	1,000	1,500	500
15,000	15,692	16,750	15,535	15,535	10-6370	Flood Mitigation	17,000	17,000	17,000	0
4,055	5,182	6,360	6,280	6,280	10-6381	Library - Books/Ebooks	7,200	7,200	6,920	-280
620	536	490	498	498	10-6382	Library - Audio/Visual	500	500	500	0
145	30	50	0	0	10-6383	Library - Journals/Periodicals	100	100	50	-50
668	472	700	786	786	10-6384	Library - Materials & Supplies	1,700	1,700	900	-800
165	138	3,800	3,680	3,800	10-6385	Library - Miscellaneous	200	200	200	0
1,956	2,192	1,500	1,000	1,000	10-6386	Library - Technical Support	3,000	3,000	2,400	-600
3,790	315	3,962	2,893	2,893	10-6387	Library - Donations	0	0	0	0
13,985	1,000	18,063	17,313	17,313	10-6388	Library - Grants (carry over)	0	0	750	750
	0	1,890	2,054	2,054	10-6389	Library - Programming	3,950	3,950	2,530	-1,420
10,028	2,238	6,500	5,689	5,689	10-6390	Planning	6,500	6,500	6,500	0
11,023	1,327	5,000	3,245	3,245	10-6400	Parks	9,000	9,000	45,000	36,000
205	0	753	220	220	10-6401	Veterans Memorial Park (carry over)	438	438	533	95
425	261	1,000	22	22	10-6410	Senior Services	1,000	1,000	1,000	0
	0	3,500	1,723	1,723	10-6430	Transportation	2,000	2,000	2,000	0
204,977	164,582	481,927	235,565	235,699		Total Materials and Services	565,162	590,642	385,618	-205,024

10 - GENERAL FUND EXPENSES 2023-2024 (Continued)

2020-2021	2021-2022	2022-2023	6/26/2023	6/30/2023	Acct.	Description	2023-2024	2023-2024	2023-2024	2023-2024
Actual	Actual	Budget	Yr. to Date	Projected	No.		Proposed by	Approved by	Adopted by	Adjusted
							Budget Officer	Budget Committee	Governing Body	
					E3	Capital Outlay				
85,791	53,690	450,000	11,700	11,700	10-7100	Property Acquisition/Building Fund	0	0	0	0
0	2,177	2,500	724	724	10-7120	Office Equipment	850	850	900	50
0	101,542	1,433,458	1,350,679	1,350,679	10-7130	Special Projects/Grants	92,265	92,265	166,247	73,982
85,791	157,409	1,885,958	1,363,103	1,363,103		Total Capital Outlay	93,115	93,115	167,147	74,032
					E4	Debt Service				
0	3,565	10,800	5,422	5,422	10-7600	Building Loan	8,000	8,000	8,000	0
0	3,565	10,800	5,422	5,422		Total Debt Service	8,000	8,000	8,000	0
					E5	Interfund Transfers Out				
0	0	0	0	0	10-8140	Transfer to Sewer Fund	0	0	21,280	21,280
0	0	0	0	0		Total Interfund Transfers Out	0	0	21,280	21,280
					E6	Other Expenses				
0		197,413	0		10-9110	Operating Contingency	441,776	416,296	686,264	269,968
0		0	0		10-9130	Unappropriated Funds				
0	0	197,413	0	0		Total Other Expenses	441,776	416,296	686,264	269,968
379,765	443,006	2,734,944	1,751,016	1,751,150		Total Expenses	1,253,642	1,253,642	1,414,969	161,327
900,961	2,814,237	2,734,944	2,788,288	2,791,088		FUND REVENUES	1,253,642	1,253,642	1,414,969	161,327
379,765	443,006	2,734,944	1,751,016	1,751,150		FUND EXPENSES	1,253,642	1,253,642	1,414,969	161,327
521,196	2,371,231	0	1,037,273	1,039,939		Excess Rev./over/under Expenses	0	0	0	0
521,196	2,371,231	0	1,037,273	1,039,939		Fund Balances - Ending	0	0	0	0

FUND: 10 - GENERAL FUND		Sub-line	Line
		<u>item total</u>	<u>Total</u>
MATERIALS & SERVICES			
10-6210	ADVERTISING		
	Budget Hearings, Recruitments, Public Notices, services marketing, etc.	700	
		700	700
10-6220	CITY ATTORNEY		
	Morley Thomas Lawfirm	3,360	
		3,360	3,360
10-6230	CONTRACT SERVICES		
	Accuity LLC (Auditing Firm)	2,500	
	CivicPlus	238	
	CSA Software Solutions	500	
	City Hall Renovation/Design	100,000	
	Miscellaneous	1,929	
	National Business Solutions (IT services/copier maintenance)	4,350	
	Redwing (Cloud Service)	270	
	Small Municipality Advocacy Coalition	1,000	
	Shred NW	114	
	Website	7,500	
	Zoom	50	
		118,450	118,450
10-6240	ENGINEERING CONSULTANTS		
	The Dyer Partnership - City of Scio Engineering Services	50,000	
		50,000	50,000
10-6250	POLICE SERVICES		
	Linn County Sheriff	75,000	
		75,000	75,000
10-6260	MATERIALS & SUPPLIES		

	Adobe Acrobat Pro	216	
	Amazon Prime Membership	35	
	League of Oregon Cities (Membership)	238	
	OMA Membership	25	
	Oregon Government Ethics	125	
	Office Supplies (printer cartridges, toner, paper, pens, pencils, postage, etc.)	1,861	
		2,500	2,500
10-6270	COMMUNITY INVOLVEMENT		
	SCIO (flower baskets, National Night Out)	500	
	Linn County Lamb and Wool Fair	7,500	
	Meals on Wheels (3-4 users of program)	200	
	Miscellaneous	400	
	North Santiam Gleaners	200	
	Scio Boosters	800	
	Scio Christian Church - 1st Responders Dinner	100	
	Scio Fairgrounds and Events Center	800	
	Scio FFA Alumni	100	
	Scio High School (Logger Pride Day, Grad Night, Etc)	600	
	Scio Youth Club	800	
		12,000	12,000
10-6280	MISCELLANEOUS		
	Employee & Volunteer Recognition	1,500	
	Miscellaneous expenses	500	
		2,000	2,000
10-6290	BANK CHARGES & FEES		
	Bank Charges, Money Orders & Fees	700	
		700	700
10-6310	INSURANCE		

	CIS	5,500	
	HUB	75	
	SAIF	750	
		6,325	6,325
10-6320	EDUCATION		
	Training conferences and day seminars	200	
		200	200
	UTILITIES		
10-6341	Electricity (Pacific Power)	21,000	
10-6342	Gas (Northwest Natural)	2,500	
10-6343	Telephone (SMTA)	1,800	
10-6344	Garbage (Republic Services)	300	
		25,600	25,600
10-6350	EQUIPMENT MAINTENANCE		
	Equipment Maintenance	1,000	
		1,000	1,000
10-6360	BUILDING MAINTENANCE		
	Building Maintenance (lights, filters, cleaning supplies, etc.)	1,500	
		1,500	1,500
10-6370	FLOOD MITIGATION		
	Materials & Supplies (sand, sandbags, etc.)	1,172	
	Water Gauge - USGS - USGS Contract -	15,828	
		17,000	17,000

LIBRARY			
10-6381	Books/Ebooks	6,920	
10-6382	Audio/Visual (DVD's , Books on Tape)	500	
10-6383	Journals/Periodicals (Stayton Mail)	50	
10-6384	Materials and Supplies (circulation, misc. general office supplies)	900	
10-6385	Miscellaneous (Unexpected, uncatagorized expenses, reimbursements)	200	
10-6386	Technology Services (Equinox, Courier, etc.)	2,400	
10-6387	Donations (Books, Ebooks, Marketing Materials, library programs)	0	
10-6388	Grants	750	
10-5389	Programming	2,530	
		14,250	14,250
10-6390 PLANNING			
	City Planner Services	3,500	
	Engineering Consultant	3,000	
		6,500	6,500
10-6400 PARKS			
	Maintenance (gravel, spray)	1,500	
	Park Improvements	43,500	
		45,000	45,000
10-6401 VETERANS MEMORIAL PARK			
	Veterans Memorial Park	533	
		533	533
10-6410 SENIOR CENTER			
	Senior Center	1,000	
		1,000	1,000
6430 Transportation			
	Fuel & Employee Reimbursements	2,000	
		2,000	2,000
		TOTAL MATERIALS & SERVICES	385,618
			385,618

<u>CAPITAL OUTLAY</u>		
10-7100	PROPERTY ACQUISITION/BUILDING FUND	
		0
		0
10-7120	OFFICE EQUIPMENT	
	Office Equipment	900
		900
10-7130	SPECIAL PROJECTS/GRANTS	
	PW Shop	0
	State Fiscal Relief Funds (Restroom) - 8023 Loan	166,247
		166,247
TOTAL CAPITAL OUTLAY		167,147
<u>DEBT SERVICE</u>		
10-7600	BUILDING LOAN	
	Building Loan - PW Shop	8,000
		8,000
TOTAL DEBT SERVICES		8,000
<u>INTERFUND TRANSFERS OUT</u>		
	INTERFUND TRANSFERS OUT	
	Transfer to Sewer Fund (ARPA Funds)	21,280
		21,280
TOTAL INTERFUND TRANSFERS OUT		21,280

**This Page is
Intentionally Blank**

SPECIAL REVENUE FUND – ROAD/STREETS – 11

The Road fund is financially supported by Oregon's State Highway Funds collected from three main sources: Taxes on motor fuels, including gas tax and diesel tax. Taxes on heavy trucks, including the weight mile tax and truck registrations, driver and vehicle fees, including licenses and vehicle title and registration fees.

The city has also chosen to place 50% of the collected franchise fees into the Special Road Fund.

FUND HIGHLIGHTS

- Personnel Services: Decrease of \$565.00 from last fiscal year.
- Engineering Consultants: Increased funding for engineering fees on the *Small City Allotment Grant* Sidewalk Improvement Project.
- Grants: Major crosswalk improvements on N.W. 1st Avenue
- Operating Contingency: Increase of \$21,037.00 from last fiscal year.

**This Page is
Intentionally Blank**

11 - ROAD FUND REVENUES 2023-2024

2020-2021	2021-2022	2022-2023	6/26/2023	6/30/2023	Acct.	Description	2023-2024	2023-2024	2023-2024	2023-2024
Actual	Actual	Budget	Yr. to Date	Projected	No.		Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	Adjusted
					R1	Fund Revenues				
71,686	95,787	195,276	195,276	195,276	11-4100	Beginning Cash Balance	242,422	242,422	234,480	-7,942
71,686	95,787	195,276	195,276	195,276		Total Fund Revenues	242,422	242,422	234,480	-7,942
					R2	Other Revenues				
67,297	75,818	76,000	74,708	74,708	11-4220	State Highway Taxes	76,500	76,500	76,500	0
2,773	2,974	2,900	3,639	3,639	11-4251	Franchise - Northwest Natural	3,500	3,500	3,500	0
11,857	11,745	11,000	12,278	12,278	11-4252	Franchise - Pacific Power	11,500	11,500	12,000	500
3,397	3,312	3,000	3,673	3,673	11-4253	Franchise - Republic Services	3,600	3,600	3,600	0
933	451	0	0	0	11-4254	Franchise - Scio Cablevision	0	0	0	0
452	433	400	529	529	11-4255	Franchise - SMTA	400	400	500	100
					11-4300	User Fees (Storm Drain)	0	0	20,340	20,340
0	125,000	600,000	42,462	42,462	11-4330	Grants (SCA Grant & SRTS/RR Grant)	550,000	550,000	557,538	7,538
8,500	74	0	100	100	11-4350	Miscellaneous	0	0		0
95,209	219,807	693,300	137,389	137,389		Total Other Revenues	645,500	645,500	673,978	28,478
166,895	315,594	888,576	332,665	332,665		Total Revenues	887,922	887,922	908,458	20,536

11 - ROAD EXPENSES 2023-2024

2020-2021	2021-2022	2022-2023	6/26/2023	6/30/2023	Acct.	Description	2023-2024	2023-2024	2023-2024	2023-2024
Actual	Actual	Budget	Yr. to Date	Projected	No.		Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	Adjusted
					E1	Personnel Services				
24,552	17,591	19,613	15,038	15,038	11-5110	Salaries	20,720	20,720	20,881	161
2,002	1,489	2,550	1,467	1,467	11-5120	Taxes	2,279	2,279	2,297	18
8,433	6,493	7,027	5,737	5,737	11-5130	Benefits	5,625	5,625	5,625	0
34,987	25,573	29,190	22,242	22,242		Total Personnel Services	28,624	28,624	28,803	179
0.40	0.30	0.30				Total Full-Time Equivalent (FTE)	0.30	0.30	0.30	
					E2	Exp. - Materials and Services				
0	45	125	79	79	11-6210	Advertising	200	200	200	0
1,320	1,320	1,680	1,320	1,320	11-6220	City Attorney	1,440	1,680	1,680	0
813	1,640	1,860	5,645	5,645	11-6230	Contract Services	1,970	1,970	1,970	0
4,325	10,954	12,000	11,259	11,259	11-6240	Engineering Consultants	35,000	55,000	55,000	0
2,466	1,674	8,180	8,034	8,034	11-6260	Materials & Supplies	3,500	3,500	3,500	0
0	133	250	157	157	11-6280	Miscellaneous	300	300	300	0
86	96	180	81	81	11-6290	Bank Charges and Fees	200	200	200	0
984	796	975	1,096	1,096	11-6310	Insurance	1,265	1,265	1,265	0
0	0	400	0	0	11-6320	Education	400	400	400	0
0	22,781	81,706	38,427	38,427	11-6330	Grant Expenses	36,706	36,706	43,279	6,573
0	0	1,500	65	65	11-6341	Utilities - Power	2,500	2,500	1,500	-1,000
0	0	500	60	60	11-6342	Utilities - Gas	1,000	1,000	1,000	0
0	66	100	79	79	11-6343	Utilities - Telephone	250	250	250	0
76	78	100	84	84	11-6344	Utilities - Garbage	150	150	150	0
503	617	1,250	24	24	11-6350	Equipment Maintenance	3,500	3,500	5,000	1,500
25	13	100	116	116	11-6360	Building Maintenance	300	300	300	0
0	0	1,500	410	410	11-6430	Transportation	1,500	1,500	1,000	-500
10,598	40,213	112,406	66,934	66,936		Total Materials and Services	90,181	110,421	116,994	6,573

11 - ROAD EXPENSES 2023-2024 (continued)

2020-2021	2021-2022	2022-2023	6/26/2023	6/30/2023	Acct.	Description	2023-2024	2023-2024	2023-2024	2023-2024
Actual	Actual	Budget	Yr. to Date	Projected	No.		Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	Adjusted
					E3	Capital Outlay				
0	0	623,964	0	0	11-7130	Special Projects/Grants	623,964	623,964	623,964	0
1,870	0	1,500	1,500	1,500	11-7140	Bike and Walkway Improvements	1,000	1,000	1,000	0
23,653	0	25,000	0	0	11-7150	Capital Improvements	25,000	25,000	25,000	0
0	8,900	0	0	0	11-7160	Equipment	0	0		0
25,523	8,900	650,464	1,500	1,500		Total Capital Outlay	649,964	649,964	649,964	0
					E4	Debt Service				
0	4,753	14,400	7,507	7,507	11-7600	Building Loan	16,000	16,000	16,000	0
0	4,753	14,400	7,507	7,507		Total Debt Service	16,000	16,000	16,000	0
					E5	Interfund Transfers Out				
0	20,000	0	0	0	11-8110	To General Fund	0	0	0	0
0	20,879	0	0	0	11-8190	To Road Reserve Fund	0	0	0	0
0	40,879	0	0	0		Total Interfund Transfers Out	0	0	0	0
					E6	Other Expenses				
0	0	82,116	0	0	11-9110	Operating Contingency	103,153	82,913	96,697	13,784
0	0	0	0	0	11-9130	Unappropriated Funds	0	0		0
0	0	82,116	0	0		Total Other Expenses	103,153	82,913	96,697	13,784
71,108	120,318	888,576	98,183	98,185		Total Expenses	887,922	887,922	908,458	20,536
166,895	315,594	888,576	332,665	332,665		FUND REVENUES	887,922	887,922	908,458	20,536
71,108	120,318	888,576	98,183	98,185		FUND EXPENSES	887,922	887,922	908,458	20,536
95,787	195,276	0	234,483	234,480		Excess Rev./over/under Expenses	0	0	0	0
95,787	195,276	0	234,483	234,480		Fund Balances - Ending	0	0	0	0

**This Page is
Intentionally Blank**

FUND: 11 - ROAD FUND			
		Sub-line	Line
		<u>item total</u>	<u>Total</u>
MATERIALS & SERVICES			
11-6210	ADVERTISING		
	Budget Hearings, Recruitment, Public Notices, etc.	200	
		200	200
11-6220	CITY ATTORNEY		
	Morley Thomas Law Firm	1,680	
		1,680	1680
11-6230	CONTRACT SERVICES		
	Accuity LLC (Auditing Firm)	500	
	CivicPlus	48	
	CSA Software Solutions	100	
	National Business Solutions (IT Services/copier maintenance)	480	
	Redwing (Cloud Service)	54	
	SecureCom	440	
	Shred NW	23	
	SMTA - Cameras	295	
	Website	20	
	Zoom	10	
		1,970	1970
11-6240	ENGINEERING CONSULTANTS		
	The Dyer Partnership (Engineering Firm)	55,000	
		55,000	55000

11-6260	MATERIALS & SUPPLIES		
	Amazon Prime Membership	7	
	Herbisides	300	
	League of Oregon Cities (Membership)	48	
	OMA Membership	5	
	Oregon Government Ethics	25	
	Office Supplies (postage, printer cartridges, toner, paper, pens, pencils, etc.)	350	
	Road Maintenance, signs	2,565	
	Safety Gear	200	
		3,500	3500
11-6280	MISCELLANEOUS		
	Volunteer Recognition	100	
	Employee Recognition	100	
	Miscellaneous	100	
		300	300
11-6290	BANK CHARGES & FEES		
	Bank Charges, Money Orders & Fees	200	
		200	200
11-6310	INSURANCE		
	CIS	1,100	
	HUB	15	
	SAIF	150	
		1,265	1265
11-6320	EDUCATION		
	Training conferences and day seminars	400	
		400	400

CAPITAL OUTLAY			
11-7130	SPECIAL PROJECTS/GRANTS		
	Safe Routes To School (Capital Improvement portion)	523,964	
	2021 SCA Grant (Capital Improvement portion)	100,000	
		623,964	623,964
11-7140	BIKE AND WALKWAY IMPROVEMENTS		
	State Mandates funds for bike, trail and walking path improvements	1,000	
		1,000	1,000
11-7150	CAPITAL IMPROVEMENTS		
	Safe Routes to School Grant Contribution	25,000	
		25,000	25,000
		TOTAL CAPITAL OUTLAY	649,964 649,964
DEBT SERVICE			
11-7600	BUILDING LOAN		
	Building Loan - PW Shop	16,000	
		16,000	16,000
		TOTAL DEBT SERVICE	16,000 16,000
INTERFUND TRANSFERS OUT			
	INTERFUND TRANSFERS OUT		
		0	
		0	0
		TOTAL INTERFUND TRANSFERS OUT	0 0

WATER FUND – 14

WATER FUND

The Water Fund is supported by water utility fees collected from water users, late charges, 24-hour notice of service, reconnection fees, and new connections. Scio's water source is an artisan well and has no need for any type of water treatment.

The City's water system has:

- .619 million gallons per day capacity
- .5 million gallons treated water storage capacity
- .091 million gallons avg. daily consumption
- 420 Connections
- 55 Fire hydrants
- 7.09 Miles of water main lines

FUND HIGHLIGHTS

- Personnel Services: Increased by \$6,273.00 this fiscal year.
- Debt Services: The Water Reservoir Loan will be paid off by July 10, 2023. The city will begin making full interest and principal payments come December 2023; until then the city will continue to pay interest only payments on the shop loan. The water fund will also pay a \$25K principal buy down payment in December of each year.
- Interfund Transfer: \$80,000.00 dollars to the Water Reserve Fund.
- Operating Contingency: Increased by \$14,246.00 this fiscal year. This increase is after placing \$80,000.00 into the Water Reserve Revenue account.

**This Page is
Intentionally Blank**

14 - WATER FUND REVENUES 2023-2024

2020-2021	2021-2022	2022-2023	6/26/2023	6/30/2023	Acct.	Description	2023-2024	2023-2024	2023-2024	2023-2024
Actual	Actual	Budget	Yr. to Date	Projected	No.		Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	Adjusted
					R1	Fund Revenues				
111,179	84,621	82,542	84,427	84,427	14-4100	Beginning Cash Balance	176,496	176,496	184,282	7,786
2,258	0	0	0	0	14-4110	Investment Earnings	0	0		0
113,437	84,621	82,542	84,427	84,427		Total Fund Revenues	176,496	176,496	184,282	7,786
					R2	Other Revenues				
301,779	323,848	354,200	359,331	361,640	14-4300	User Fees	391,600	391,600	391,600	0
1,165	1,153	1,150	1,497	1,550	14-4301	Late Charges	2,400	2,400	2,400	0
53	671	1,260	1,538	1,538	14-4302	24 Hour Notice	3,000	3,000	3,000	0
100	450	250	275	275	14-4303	Reconnect Fees	250	250	250	0
2,040	2,130	2,130	4,260	4,260	14-4304	Backflow Tests	4,000	4,000	4,000	0
0		0	0	0	14-4310	New Connections	0	0	0	0
3,700	3,900	4,000	2,800	2,900	14-4320	Water Deposits (refundables)	4,000	4,000	4,000	0
854	0	0	0	0	14-4330	Grants	0	0	0	0
1,863	2,269	2,000	739	739	14-4350	Miscellaneous	1,500	1,500	1,500	0
311,554	334,421	364,990	370,440	372,902		Total Other Revenues	406,750	406,750	406,750	0
424,991	419,042	447,532	454,867	457,329		Total Revenues	583,246	583,246	591,032	7,786

14 - WATER FUND EXPENSES 2023-2024

2020-2021	2021-2022	2022-2023	6/26/2023	6/30/2023	Acct.	Description	2023-2024	2023-2024	2023-2024	2023-2024
Actual	Actual	Budget	Yr. to Date	Projected	No.		Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	Adjusted
					E1	Personnel Services				
93,145	103,151	100,079	97,260	97,260	14-5110	Salaries	113,093	113,093	114,379	1,286
7,530	8,645	13,010	9,340	9,340	14-5120	Taxes	12,440	12,400	12,582	182
32,714	35,252	35,371	33,631	33,631	14-5130	Benefits	29,200	29,200	29,200	0
133,389	147,048	148,460	140,232	140,231		Total Personnel Services	154,733	154,693	156,161	1,468
1.59	1.30	1.30				Total Full-Time Equivalent	1.60	1.60	1.60	
					E2	Materials and Services				
74	316	875	499	499	14-6210	Advertising	980	980	980	0
4,620	4,620	5,880	4,620	4,620	14-6220	City Attorney	5,040	5,880	5,880	0
6,484	12,835	15,130	15,099	15,099	14-6230	Contract Services	20,600	20,600	20,600	0
65	0	0	0	0	14-6240	Engineering Consultants	0	0	0	0
8,936	11,654	10,290	11,361	11,361	14-6260	Materials & Supplies	12,000	12,000	12,000	0
1,748	1,985	2,450	4,114	4,114	14-6280	Miscellaneous	4,000	4,000	4,000	0
509	762	1,360	692	725	14-6290	Bank Charges and Fees	980	980	800	-180
6,652	5,574	3,820	6,984	6,984	14-6310	Insurance	8,925	8,925	8,925	0
0	1,242	1,500	675	675	14-6320	Education	1,000	1,000	1,000	0
10,266	10,399	12,500	11,556	11,556	14-6341	Utilities - Electricity	15,000	15,000	15,000	0
655	611	1,000	912	912	14-6342	Utilities - Gas	1,500	1,500	1,500	0
2,166	1,015	1,250	1,057	1,057	14-6343	Utilities - Telephone	1,500	1,500	1,500	0
76	78	100	84	84	14-6344	Utilities - Garbage	250	250	250	0
1,579	4,571	2,460	2,125	2,125	14-6350	Equipment Maintenance	10,000	10,000	10,000	0
161	92	500	796	796	14-6360	Building Maintenance	2,500	2,500	2,500	0
3,200	3,960	4,000	3,360	3,360	14-6420	Water Deposit Refunds	4,000	4,000	4,000	0
	0	2,500	1,001	1,001	14-6430	Transportation	1,750	1,750	1,750	0
47,191	59,714	65,615	64,934	64,968		Total Materials and Services	90,025	90,865	90,685	-180

14 - WATER FUND EXPENSES 2023-2024 (Continued)

2020-2021	2021-2022	2022-2023	6/26/2023	6/30/2023	Acct.	Description	2023-2024	2023-2024	2023-2024	2023-2024
Actual	Actual	Budget	Yr. to Date	Projected	No.		Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	Adjusted
					E3	Capital Outlay				
0		0	0	0	14-7150	Capital Improvements	0	0	0	0
109,570	19,225	3,500	0	0	14-7160	Equipment	10,000	10,000	10,000	0
109,570	19,225	3,500	0	0		Total Capital Outlay	10,000	10,000	10,000	0
					E4	Debt Service				
50,332	50,332	50,500	50,332	50,332	14-7500	Water Loan	32,500	32,500	32,500	0
0	8,318	33,915	17,516	17,516	14-7600	Building Loan	53,000	53,000	53,000	0
50,332	58,650	84,415	67,848	67,848		Total Debt Service	85,500	85,500	85,500	0
					E5	Interfund Transfers Out				
0	50,000	0	0	0	14-8110	To General Fund	0	0	0	0
0		0	0	0	14-8160	To Water Reserve	80,000	80,000	125,000	45,000
0		0	0	0	14-8180	To Equipment Reserve	0	0	0	0
0	50,000	0	0	0		Total Interfund Transfers Out	80,000	80,000	125,000	45,000
					E6	Other Expenses				
0	0	145,542	0	0	14-9110	Operating Contingency	162,988	162,188	123,686	-38,502
0	0	0	0	0	14-9130	Unappropriated Funds	0	0	0	0
0	0	145,542	0	0		Total Other Expenses	162,988	162,188	123,686	-38,502
340,482	334,637	447,532	273,013	273,047		Total Expenses	583,246	583,246	591,032	7,786
424,991	419,042	447,532	454,867	457,329		FUND REVENUES	583,246	583,246	591,032	7,786
340,482	334,637	447,532	273,013	273,047		FUND EXPENSES	583,246	583,246	591,032	7,786
84,509	84,405	0	181,854	184,282		Excess Rev./over/under Expenses	0	0	0	0
84,509	84,405	0	181,854	184,282		Fund Balances - Ending	0	0	0	0

This Page is
Intentionally Blank

FUND: 14 - WATER FUND			
		Sub-line	Line
		<u>item total</u>	<u>Total</u>
MATERIALS & SERVICES			
14-6210	ADVERTISING		
	Budget Hearings, Recruitments, public notices, etc.	980	
		980	980
14-6220	CITY ATTORNEY		
	City Attorney Services	5,880	
		5,880	5,880
14-6230	CONTRACT SERVICES		
	Accuity LLC (Auditing Firm)	3,500	
	AT&T Mobility	490	
	Backflow Testing	4,000	
	Civic Plus	333	
	CSA Software Solutions (Customer Care Membership & Annual Support fee)	700	
	Kampstrup Water Metering, LLC - (READY Hosting)	1,350	
	Mission Communications (SCADA System annual service)	1,150	
	National Business Solutions - (IT Services/copier maintenance)	3,360	
	Redwing (cloud service)	378	
	RVS Utilities	550	
	Scio School District (Well 4 Lease)	360	
	SecureCom	880	
	Shred NW	159	
	SMTA (Cameras)	180	
	System Oversight	3,000	
	Website	140	
	Zoom	70	
		20,600	20,600

14-6260	MATERIALS & SUPPLIES		
	Adobe Acrobat Pro	217	
	Amazon Prime Membership	49	
	Analytical Laboratory/Lab Supplies	2,000	
	Herbicides	100	
	League of Oregon Cities (Membership)	333	
	OAWU Membership	150	
	OMA Membership	35	
	Oregon Government Ethics	175	
	Oregon Health Authority - Water System , Cross Connection, CC Specialist	950	
	Postage/Office Supplies (printer cartridges, toner, paper, pens, pencils, etc.)	2,025	
	Safety Gear	500	
	Supplies	5,106	
	Well Level Reading	360	
		12,000	12,000
14-6280	MISCELLANEOUS		
	Volunteer & Employee Recognition	700	
	Miscellaneous Expenses	3,300	
		4,000	4,000
14-6290	BANK CHARGES & FEES		
	Bank Charges, Money Orders & Fees	800	
		800	800
14-6310	INSURANCE		
	CIS	7,700	
	HUB	175	
	SAIF	1,050	
		8,925	8,925

14-6320	EDUCATION		
	Training Conferences and Day Seminars	1,000	
		1,000	1,000
	UTILITIES		
14-6341	Electricity (Pacific Power)	15,000	
14-6342	Gas (Northwest Natural)	1,500	
14-6343	Telephone (SMTA)	1,500	
14-6344	Garbage (Republic Services)	250	
		18,250	18,250
14-6350	EQUIPMENT MAINTENANCE		
	Vehicle, pumps, etc.	10,000	
		10,000	10,000
14-6360	BUILDING MAINTENANCE		
	Building Maintenance (lights, filters, fire extinguisher maintenance, etc.)	2,500	
		2,500	2,500
14-6420	WATER DEPOSIT REFUNDS		
	Water Deposit Refund	4,000	
		4,000	4,000
14-6430	TRANSPORTATION		
	Fuel & Employee Reimbursement	1,750	
		1,750	1,750
	TOTAL MATERIALS & SERVICES	90,685	90,685

<u>CAPITAL OUTLAY</u>			
14-7160	EQUIPMENT		
	Sampling Stations (Iceland Development, New City Shop)	10,000	
		10,000	10,000
	TOTAL CAPITAL OUTLAY	10,000	10,000
<u>DEBT SERVICE</u>			
14-7500	WATER LOAN		
	Water Reservoir Loan	32,500	
		32,500	32,500
14-7600	BUILDING LOAN		
	Building Loan - PW Shop	53,000	
		53,000	53,000
	TOTAL DEBT SERVICE	85,500	85,500
<u>INTERFUND TRANSFERS OUT</u>			
INTERFUND TRANSFERS OUT			
14-8160	To Water Reserve	125,000	
		125,000	125,000
	TOTAL INTERFUND TRANSFERS OUT	125,000	125,000

SEWER FUND - 15

SEWER FUND

The Sewer Fund is supported by sewer utility fees collected from sewer users, late charges, 24- hour notice of service, reconnection fees, and new connections.

The city's sewer system collects wastewater through a network of sewer mains that run throughout the City of Scio. Scio uses a "lagoon system" to enable the safe discharge of the reclaimed water, meeting all of the state and federal regulatory requirements.

The Sewer System hosts:

- .662 million gallons per day of treatment capacity
- 130 million gallons of average daily treatment
- 368 Sewer Connections
- 2 Sanitary Lift Stations
- 6.2 Miles of sewer main lines

The Storm Water Drainage System hosts:

- 2.2 Miles of piping
- 93 Manholes
- 67 Catch Basins

FUND HIGHLIGHTS

- Personnel Services: Decrease of \$4,026.00 from last fiscal year.
- Engineering Consultant: Increased funding to \$50,000.00 to provide Engineering Design on sewer system projects.
- Debt Services: The city will begin paying full interest and principal payments on the shop loan come December 2023; until then the city will continue to pay interest only the loan.
- Interfund Transfer: \$30,000.00 to the Sewer Reserve Revenue account.
- Operating Contingency: A slight increase of \$3,603.00 this fiscal year.

**This Page is
Intentionally Blank**

15 - SEWER FUND REVENUES 2023-2024

2020-2021	2021-2022	2022-2023	6/26/2023	6/30/2023	Acct.	Description	2023-2024	2023-2024	2023-2024	2023-2024
Actual	Actual	Budget	Yr. to Date	Projected	No.		Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	Adjusted
					R1	Fund Revenues				
35,243	35,380	186,281	187,357	187,357	15-4100	Beginning Cash Balance	346,692	346,692	358,797	12,105
					15-4110	Investment Earnings				
35,243	35,380	186,281	187,357	187,357		Total Fund Revenues	346,692	346,692	358,797	12,105
					R2	Other Revenues				
208,879	238,575	268,800	258,587	260,073	15-4300	User Fees	308,550	308,550	308,550	0
1,165	1,153	1,150	1,497	1,550	15-4301	Late Charges	2,400	2,400	2,400	0
52	671	1,260	1,538	1,538	15-4302	24 Hour Notice	3,000	3,000	3,000	0
100	450	250	275	275	15-4303	Reconnect Fees	250	250	250	0
0		0	0	0	15-4310	New Connections	0	0	0	0
854	90,000	111,217	111,280	111,280	15-4330	Grants	0	0	0	0
0	0	0	50	50	15-4350	Miscellaneous	0	0	0	0
211,050	330,849	382,677	373,226	374,766		Total Other Revenues	314,200	314,200	314,200	0
					R3	Interfund Transfers In				
0	0	0	0	0	10-4510	From General Fund	0	0	21,280	21,280
0	0	0	0	0	10-4580	From Equipment Reserve	0	0	12,000	12,000
0	0	0	0	0		Total Transfers In	0	0	33,280	33,280
246,293	366,229	568,958	560,583	562,123		Total Revenues	660,892	660,892	706,277	45,385

15 - SEWER FUND EXPENSES 2023-2024

2020-2021	2021-2022	2022-2023	6/26/2023	6/30/2023	Acct.	Description	2023-2024	2023-2024	2023-2024	2023-2024
Actual	Actual	Budget	Yr. to Date	Projected	No.		Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	Adjusted
					E1	Personnel Services				
93,146	79,716	86,668	70,338	70,338	15-5110	Salaries	90,433	90,433	91,236	803
7,530	6,688	11,267	6,705	6,705	15-5120	Taxes	9,948	9,948	10,036	88
32,714	28,783	30,647	26,146	26,146	15-5130	Benefits	24,175	24,175	24,175	0
133,390	115,187	128,582	103,189	103,189		Total Personnel Services	124,556	124,556	125,447	891
1.59	1.30	1.30				Total Full-Time Equivalent (FTE)	1.30	1.30	1.30	
					E2	Materials and Services				
74	316	875	509	509	15-6210	Advertising	980	980	980	0
4,620	4,620	5,880	4,620	4,620	15-6220	City Attorney	5,040	5,880	5,880	0
11,972	10,916	13,400	21,711	21,711	15-6230	Contract Services	19,850	19,850	19,850	0
500	68	2,000	1,863	1,863	15-6240	Engineering Consultants	50,000	50,000	50,000	0
18,911	16,722	23,600	14,351	14,351	15-6260	Materials & Supplies	21,000	21,000	21,000	0
148	82	200	201	201	15-6280	Miscellaneous	4,000	4,000	4,000	0
506	753	1,360	689	725	15-6290	Bank Charges and Fees	980	980	800	-180
6,652	5,574	6,820	7,034	7,034	15-6310	Insurance	8,925	8,925	8,925	0
565	722	1,500	675	675	15-6320	Education	1,000	1,000	1,000	0
5,816	5,763	7,500	5,560	5,560	15-6341	Utilities - Electricity	15,000	15,000	10,000	-5,000
2,219	2,109	2,500	2,346	2,346	15-6342	Utilities - Gas	5,000	5,000	5,000	0
2,166	926	1,250	1,006	1,006	15-6343	Utilities - Telephone	1,500	1,500	1,250	-250
95	97	125	104	104	15-6344	Utilities - Garbage	250	250	250	0
22,867	7,836	14,400	10,189	10,189	15-6350	Equipment Maintenance	18,400	18,400	18,400	0
419	92	500	395	395	15-6360	Building Maintenance	2,500	2,500	2,500	0
	0	2,800	1,127	1,127	15-6430	Transportation	1,750	1,750	1,500	-250
77,530	56,596	84,710	72,378	72,416		Total Materials and Services	156,175	157,015	151,335	-5,680

15 - SEWER FUND EXPENSES 2023-2024 (continued)										
2020-2021	2021-2022	2022-2023	6/26/2023	6/30/2023	Acct.	Description	2023-2024	2023-2024	2023-2024	2023-2024
Actual	Actual	Budget	Yr. to Date	Projected	No.		Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	Adjusted
					E3	Capital Outlay				
0	0	201,117	14,461	14,461	15-7130	Special Projects	189,609	219,609	273,021	53,412
0	0	4,000	2,000	2,000	15-7160	Equipment	0	0	12,000	12,000
0	0	205,117	16,461	16,461		Total Capital Outlay	189,609	219,609	285,021	65,412
					E4	Debt Service				
0	7,130	21,600	11,260	11,260	15-7600	Building Loan	28,000	28,000	28,000	0
0	7,130	21,600	11,260	11,260		Total Debt Service	28,000	28,000	28,000	0
					E5	Interfund Transfers Out				
0	0	0	0	0	15-8170	Transfer to Sewer Reserve	30,000	0	0	0
0	0	0	0	0		Total Transfers Out	30,000	0	0	0
					E6	Other Expenses				
0	0	128,949	0	0	15-9110	Operating Contingency	132,552	131,712	116,474	-15,238
0	0	0	0	0	15-9130	Unappropriated Funds	0			0
0	0	128,949	0	0		Total Other Expenses	132,552	131,712	116,474	-15,238
210,920	178,913	568,958	203,290	203,326		Total Expenses	660,892	660,892	706,277	45,385
246,293	366,229	568,958	560,583	562,123		FUND REVENUES	660,892	660,892	706,277	45,385
210,920	178,913	568,958	203,290	203,326		FUND EXPENSES	660,892	660,892	706,277	45,385
35,373	187,316	0	357,293	358,797		Excess Rev./over/under Expenses	0	0	0	0
35,373	187,316	0	357,293	358,797		Fund Balances - Ending	0	0	0	0

This Page is
Intentionally Blank

FUND: 15 - SEWER FUND			
		Sub-line	Line
		<u>item total</u>	<u>Total</u>
15-6210	ADVERTISING		
	Budget Hearings, Recruitments, public notices, etc.	980	
		980	980
15-6220	CITY ATTORNEY		
	City Attorney Services	5,880	
		5,880	5,880
15-6230	CONTRACT SERVICES		
	Accuity LLC (Auditing Firm)	3,500	
	CivicPlus	350	
	CSA Finance Software (Annual Redwing Support &Customer Care)	700	
	Mission Communications (SCADA system annual service)	1,500	
	National Business Solutions - (IT Services/Copier Maintenance)	3,360	
	Redwing (Cloud Services)	378	
	RVS Utilities	550	
	SecureCom	880	
	Shred NW	159	
	SMTA (Cameras)	263	
	System Oversight	8,000	
	Website	140	
	Zoom	70	
		19,850	19,850
15-6240	ENGINEERING CONSULTANTS		
	The Dyer Partnership - City of Scio Engineering Services	50,000	
		50,000	50,000

15-6260	MATERIALS & SUPPLIES		
	Adobe Acrobat Pro	217	
	Amazon Prime Membership	49	
	Analytical Laboratory Testing/Supplies	4,000	
	BioLynceous	3,100	
	Chlorine	3,000	
	Dechlorination Tablets	2,000	
	DEQ - (Water Quality Permit Annual Fee, Water Operator Certificate)	2,600	
	Herbicides	100	
	League of Oregon Cities (Membership)	333	
	OAWU Membership	150	
	OMA Membership	35	
	Oregon Government Ethics	175	
	Office Supplies (postage, printer cartridges, toner, paper, pens, pencils, etc.)	2,025	
	Safety Gear	400	
	Supplies	2,816	
		21,000	21,000
15-6280	MISCELLANEOUS		
	Volunteer & Employee Recognition	700	
	Miscellaneous	3,300	
		4,000	4,000
15-6290	BANK CHARGES & FEES		
	Bank Charges, Money Orders & Fees	800	
		800	800
15-6310	INSURANCE		
	CIS	7,700	
	HUB	175	
	SAIF	1,050	
		8,925	8,925

<u>CAPITAL OUTLAY</u>			
15-7130	SPECIAL PROJECTS/GRANTS		
	ARPA	219,609	
	Sewer Upgrades	53,412	
		273,021	273,021
15-7160	EQUIPMENT		
	Equipment	12,000	
		12,000	12,000
		TOTAL CAPITAL OUTLAY	285,021
			285,021
<u>DEBT SERVICE</u>			
15-7600	BUILDING LOAN		
	Building Loan - PW Shop	28,000	
		28,000	28,000
		TOTAL DEBT SERVICE	28,000
			28,000

17 - WATER RESERVE REVENUES 2023-2024 (LGIP Acct.)									
2020-2021	2021-2022	2022-2023	6/22/2023	6/30/2023	Acct.	Description	2023-2024	2023-2024	2023-2024
Actual	Actual	Budget	Yr. to Date	Projected	No.		Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body
						R1 Fund Revenues			
372,225	372,331	374,271	374,445	374,445	17-4100	Beginning Cash Balance	385,445	385,445	385,512
2,941	2,114	1,750	7,330	11,067	17-4110	Investment Earnings	12,000	12,000	15,600
375,166	374,445	376,021	381,775	385,512		Total Revenues	397,445	397,445	401,112
						R3 Interfund Transfers In			
0	0	0	0	0	17-4530	Transfer from Water Fund	80,000	80,000	125,000
0	0	0	0	0		Total Interfund Transfers In	80,000	80,000	125,000
375,166	374,445	376,021	381,775	385,512		Total Fund Revenues	477,445	477,445	526,112
17 - WATER RESERVE EXPENSES 2022-2023									
2020-2021	2021-2022	2022-2023	6/22/2023	6/30/2023	Acct.	Description	2023-2024	2023-2024	2023-2024
Actual	Actual	Budget	Yr. to Date	Projected	No.		Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body
						E5 Interfund Transfers Out			
4,724	0	0	0	0	17-8180	To Equipment Reserve Fund	0	0	0
4,724	0	0	0	0		Total Interfund Transfers Out	0	0	0
4,724	0	0	0	0		Total Expenses	0	0	0
375,166	374,445	376,021	381,775	385,512		FUND REVENUES	477,445	477,445	526,112
4,724	0	0	0	0		FUND EXPENSES	0	0	0
370,442	374,445	376,021	381,775	385,512		Excess Rev./over/under Expenses	477,445	477,445	526,112
370,442	374,445	376,021	381,775	385,512		Fund Balances - Ending	477,445	477,445	526,112

18 - SEWER RESERVE REVENUES 2023-2024									
2020-2021	2021-2022	2022-2023	6/22/2023	6/30/2023	Acct.	Description	2023-2024	2023-2024	2023-2024
Actual	Actual	Budget	Yr. to Date	Projected	No.		Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body
						R1 Fund Revenues			
94,556	89,691	90,126	90,200	90,200	18-4100	Beginning Cash Balance	92,800	92,800	92,853
708	509	600	1,766	2,653	18-4110	Investment Earnings	3,000	3,000	3,000
95,264	90,200	90,726	91,966	92,853		Total Revenues	95,800	95,800	95,853
						R3 Interfund Transfers In			
0	0	0	0	0	18-4540	Transfer from Sewer Fund		0	
0	0	0	0	0		Total Interfund Transfers In	0	0	0
95,264	90,200	90,726	91,966	92,853		Total Fund Revenues	95,800	95,800	95,853
18 - SEWER RESERVE EXPENSES 2022-2023									
2020-2021	2021-2022	2022-2023	6/22/2023	6/30/2023	Acct.	Description	2023-2024	2023-2024	2023-2024
Actual	Actual	Budget	Yr. to Date	Projected	No.		Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body
						E5 Interfund Transfers Out	0		
5,573	0	0	0	0	18-8170	To Equipment Reserve Fund	0	0	
5,573	0	0	0	0		Total Interfund Transfers Out	0	0	0
5,573	0	0	0	0		Total Fund Expenses	0	0	0
95,264	90,200	90,726	91,966	92,853		FUND REVENUES	95,800	95,800	95,853
5,573	0	0	0	0		FUND EXPENSES	0	0	0
89,691	90,200	90,726	91,966	92,853		Excess Rev./over/under Expenses	95,800	95,800	95,853
89,691	90,200	90,726	91,966	92,853		Fund balances - Ending	95,800	95,800	95,853

19 - EQUIPMENT RESERVE REVENUES 2023-2024 (LGIP Acct.)

2020-2021	2021-2022	2022-2023	6/22/2023	6/30/2023	Acct.	Description	2023-2024	2023-2024	2023-2024
Actual	Actual	Budget	Yr. to Date	Projected	No.		Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body
					R1	Fund Revenues			
117,264	128,577	99,167	99,210	99,210	19-4100	Beginning Cash Balance	100,460	100,460	102,148
1,016	633	600	1,942	2,938	19-4110	Investment Earnings	3,000	3,000	3,000
118,280	129,210	99,767	101,152	102,148		Total Revenues	103,460	103,460	105,148
					R3	Interfund Transfers In			
0		0			19-4520	From Road Fund	0	0	0
4,724		0			19-4530	From Water Fund	0	0	0
5,573		0			19-4540	From Sewer Fund	0	0	0
10,297	0	0	0	0		Total Interfund Transfers In	0	0	0
128,577	129,210	99,767	101,152	102,148		Total Fund Revenues	103,460	103,460	105,148
19 - EQUIPMENT RESERVE EXPENSES 2022-2023									
					E3	Capital Outlay			
0	0	0			19-7300	Catagorized Expenses			
0	0	0	0	0		Total Capital Outlay	0	0	0
					E5	Interfund Transfers Out			
0	30000	0			19-8110	Transfer to General Fund	0	0	0
0	0	0			19-8120	Transfer to Road Fund	0	0	0
0	0	0			19-8130	Transfer to Water Fund	0	0	0
0	0	0			19-8140	Transfer to Sewer Fund	0	0	12,000
0	30,000	0	0	0		Total Interfund Transfers Out	0	0	12,000
0	30,000	0	0	0		Total Fund Expenses	0	0	12,000
128,577	129,210	99,767	101,152	102,148		FUND REVENUES	103,460	103,460	105,148
0	30,000	0	0	0		FUND EXPENSES	0	0	12,000
128,577	99,210	99,767	101,152	102,148		Excess Rev/Over-Under Expenses	103,460	103,460	93,148

20 - ROAD RESERVE REVENUES 2023-2024 (LGIP Acct.)									
2020-2021	2021-2022	2022-2023	6/22/2023	6/30/2023	Acct.	Description	2023-2024	2023-2024	2023-2024
Actual	Actual	Budget	Yr. to Date	Projected	No.		Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body
					R1	Fund Revenues			
33,927	34,198	55,296	55,338	55,338	20-4100	Beginning Cash Balance	56,938	56,938	56,971
270	261	200	1,083	1,633	20-4110	Investment Earnings	2,100	2,100	2,100
34,197	34,459	55,496	56,421	56,971		Total Revenues	59,038	59,038	59,071
					R3	Interfund Transfers In			
0	20,879	0	0	0	20-4520	Transfer from Road Fund	0	0	0
0	20,879	0	0	0		Total Interfund Transfers In	0	0	0
34,197	55,338	55,496	56,421	56,971		Total Fund Revenues	59,038	59,038	59,071
20 - ROAD RESERVE EXPENSES 2023-2024									
2020-2021	2021-2022	2022-2023	6/22/2023	6/30/2023	Acct.	Description	2023-2024	2023-2024	2023-2024
Actual	Actual	Budget	Yr. to Date	Projected	No.		Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body
					E5	Interfund Transfers Out			
0	0	0	0	0	20-8110	To Road Fund	0	0	0
0	0	0	0	0		Total Interfund Transfers Out	0	0	0
0	0	0	0	0		Total Fund Expenses	0	0	0
34,197	55,338	55,496	56,421	56,971		FUND REVENUES	59,038	59,038	59,071
0	0	0	0	0		FUND EXPENSES	0	0	0
34,197	55,338	55,496	56,421	56,971		Excess Rev/Over-Under Expenses	59,038	59,038	59,071
34,197	55,338	55,496	56,421	56,971		Fund Balances - Ending	59,038	59,038	59,071

INTERFUND TRANSFERS 2023-2024 BUDGET

Transfers Out	Acct #	\$\$		Transfers In	Acct #	\$\$
Water Fund	14-8160	\$ 125,000		Water Reserve Revenue	17-4530	\$ 125,000
Equipment Reserve	19-8140	\$ 12,000		Sewer Fund	15-4580	\$ 12,000
TOTAL TRANSFERS OUT		\$ 137,000		TOTAL TRANSFERS IN		\$ 137,000

This Page is
Intentionally Blank

EXPLANATION OF FTE ALLOCATIONS

The criteria used to allocate an employee to an operating fund(s) are listed below:

- Job Descriptions
- Timesheets
- Project Assignments (which can be outside of a traditional job description)

The City of Scio has 5 Full-Time positions:

- Librarian
- Administrative Assistant
- (2) Public Works Utility Workers
- City Manager

ALLOCATION SUMMARIES

Librarian:

The librarian position oversees and directs the activities and services of the City of Scio Public Library.

- Library volunteer development
- Grant Writing
- Maintains and updates circulation materials
- Catalogs and covers books
- Provides advice on library issues to citizens and staff
- Attends Library Advisory Committee meetings
- Assures library facilities and equipment are maintained properly
- Provides light janitorial services in the library and council chambers
- Attends training sessions related to Library Services
- Represents the Library at local civic events

Because we are a small staff, everyone, including the Librarian is asked to answer phones and take messages for all divisions of the city. The Librarian performs limited “administrative clerical” duties by assisting the Utility Billing Division with water and answering administrative and Public Works phone lines when necessary. The Librarian position is paid 100% from General Fund.

Administrative Assistant:

The Administrative Assistant performs confidential, administrative, and secretarial duties in support of the Scio City Council, Planning Commission, City Manager and other city staff. This position is allocated as follows:

- General Fund 30%
- Road Fund 05%
- Water Fund 40%
- Sewer Fund 25%

Primary Job Duties:

- Assisting with the annual budget process
- Administrative Assistance to the Planning Commission and City Council; prepares meeting packets and takes minutes for both the Planning Commission and City Council
- Provided clerical support to the City Manager
- Oversees public records, including resolutions, ordinances and other city documents according to Oregon Records Retention Guidelines
- Accounts Payable and Receivable
- Procurement of office equipment and supplies.
- Receive and distributes incoming mail, processes outgoing mail
- Utility Billing Services
- General Correspondence for all funds
- Manages the issuance of Planning and Building Permits
- *Other duties too numerous to list*

All of the duties listed above are performed in support of all operating funds.

Time Spent on Water (40%) and Sewer Funds (25%):

A minimum of five hours per work day is spent supporting the Utility Services for the City of Scio. The daily tasks that support this allocation:

- Accepts and posts daily payments
- Composes delinquent notices
- Manages two software systems that tracks the operations and financial support to the water and sewer users
- Manages the water meter reading equipment
- Oversees the monthly reports associates with these services
- Addresses 95% of all billing questions by phone, email and in person
- Late notices and 24-hour door hangers
- And other miscellaneous tasks associated with water and sewer funds

Time Spent on General Fund (30%) and Road Fund (5%):

The Administrative Assistant will spend 2 ½ - 3 hours per day providing support to the City Manager, Senior Center, Library Services, the Planning Commission and the Scio

City Council, as well as, duties related to the Road Fund. The daily tasks that support these allocations:

- Purchasing of equipment and office supplies
- Managing the accounts payable and receivable for each area
- Providing individual, monthly support, to other staff members on the status of their budget line items
- Answers a variety of operational questions regarding all of the operating funds.
- Issues 99% of all of the city building permits
- Provides clerical support to the Senior Center
- Provides back up support the Library Services
- And other miscellaneous tasks associate with the General and Road Funds

Public Works Utility Workers

Public Works Utility Workers spend the majority of their work days taking care of the water and sewer systems. In addition, they oversee five small parks that are less than 2 acres combined, and city roads/streets.

Time Spent on Water (40%) and Sewer (40%):

Daily job tasks that support these allocations:

- Daily rounds (check all of the step systems, all the pump systems, water tests, water well operations, record findings)
- Maintain and check all man holes and catch basins
- Perform routine hydrant testing
- Install, maintain, inspect and repair water lines and sewer lines
- Flush sewer lines
- Daily, monthly and annual reports
- Research equipment
- Maintain lagoon system with chemical components
- Maintain the Muffin Monster, a grinder that separates materials before entering the lagoons
- PW Associates are on call 24/7 and rotates week-end and call outs when possible. Most of the call outs require both workers for safety reasons.
- Maintenance and installation of water meters
- Equipment Maintenance
- Utility locates
- Street Sweeping
- Other miscellaneous tasks associate with the water and sewer funds.

Time Spent on General (10%) and Road (10%)

Daily job tasks that support these allocations:

PARKS (General Fund)

- Maintain building and grounds owned by the City of Scio.
- Cutting and removing trees and vegetation
- Mixing and application of herbicides, weed control
- Park maintenance; maintain watering systems, mowing, irrigation and fertilizing grounds.
- Planting and maintain vegetation
- Assist with budget preparation
- Networking with other Public Work Departments throughout the State of Oregon
- Attend conference and training to keep certifications updates.

ROADS

- Layout and paint pavement markings; remove old pavement markings when necessary
- Employ garbage cans in parks and around town.
- Maintenance and repairs of city streets, sidewalks and right of ways
- Pavement patching and chip sealing, concrete forms
- Sanding and Snow removable during winter months

City Manager

The City Manager plans, organizes and directs all administrative activities of the City; ensures effective use of all resources advises and assists the City Council and represents the City's interest with other levels of government, business interests, and is a community liaison.

The City Manager position is allocated throughout all of the operating funds:

- General Fund 30%
- Road Fund 05%
- Water Fund 40%
- Sewer Fund 25%
-

Time Spent in Water (40%) and Sewer (25%)

The majority of the City Managers time is providing supervision and administrative support to the Public Works Division in connection with the delivery of the water and sewer services for the City of Scio.

No less than 5 hours a day is dedicated to the operations and oversight of the Water and Sewer Services, in one form or another. Daily tasks that support these allocations:

- Supervise work assignments, scheduling, mentoring, develop work plans, and assign projects, disciplinary action when needed, hiring and firing.
- Assist employees with department goals (long and short term) coordinate job assignments with employees
- Provide Human Resource services to Public Works Division, annual job evaluations, etc.
- Assist with utility billing
- Trouble shoot all water and sewer complaints
- Write letters of correspondence
- Make decisions regarding late penalties or service shut-offs
- Review and sign off of all DEQ mandated reports, monthly and annually
- Compile Water and Sewer Budget documents
- Ensure that all laws and ordinances regarding water and sewer services are adhered to.
- Make presentations to council, boards, civic groups and general public about the water and sewer services.
- Other miscellaneous tasks associated with the water and sewer services.

Time Spent in General Fund (30%) and Road Fund (05%)

Three to four hours per work day are dedicated to the oversight and operations of the General Fund and Road Fund. Daily tasks that support these allocations:

GENERAL FUND

- Supervise work assignments, scheduling, mentoring, develop work plans, and assign projects, disciplinary action when needed, hiring and firing.
- Assist Administrative Assistant and Librarian with department goals (long and short term) coordinate job assignments with employees
- Provide Human Resource services to Administrative Assistant and Librarian – annual job evaluations, etc.
- Work with City Attorney on Resolutions and Ordinances that may impact all of the operating funds
- Review all Operating Policies and Procedures
- Set City Council Agendas
- Attend Monthly City Council Meetings
- Ensure implementation of Risk Management
- Enforce all laws applicable to the overall operations of a local government entity

- Prepare council reports
- Represent the City of Scio at intergovernmental activities
- Other miscellaneous job duties associated with the General Fund

ROAD FUND

- Supervise work assignments, scheduling, mentoring, develop work plans, and assign projects, disciplinary action when needed, hiring and firing.
- Assist employees with department goals (long and short term) coordinate job assignments with employees
- Provide Human Resource services to Public Works Division, annual job evaluations, etc.
- Assist with prioritizing road projects
- Write Requests for Proposals (RFP's)
- Other miscellaneous job duties associated with the Road Fund

The City Manager works more than 40 hours per week and is considered an exempt position.

**FTE Schedule/Salaries/Taxes
and Benefits 2023-2024**

FTE	Dept.	Job Title	Gen. Fund	Road Fund	Water Fund	Sewer Fund	Total FTE	Salary	Taxes	Benefits	Total Cost
1.0	Admin.	City Manager	0.30	0.05	0.40	0.25	1.00	98,307	10,814	26,500	135,621
1.0	Admin.	Administrative Assistant	0.30	0.05	0.40	0.25	1.00	55,979	6,158	7,000	69,137
1.0	Library	Librarian	1.00				1.00	47,223	5,195	14,250	66,668
1.0	PW	Public Works Utility Worker	0.10	0.10	0.40	0.40	1.00	61,200	6,732	32,500	100,432
1.0	PW	Public Works Utility Worker	0.10	0.10	0.40	0.40	1.00	55,462	6,101	7,000	68,563
	Misc.	Comp, Overtime and Cert.	0.10	0.10	0.40	0.40	0.00	15,000	1,650	0.00	16,650
		Category Totals	1.80	0.30	1.60	1.30	5.00	333,172	36,649	87,250	457,071
ALLOCATIONS OF SALARIES											
			Gen. Fund	Road Fund	Water Fund	Sewer Fund	Sub-Totals	Totals			
		City Manager	29,492	4,915	39,323	24,577	98,307	98,307			
		Administrative Assistant	16,794	2,799	22,392	13,995	55,979	55,979			
		Librarian	47,223				47,223	47,223			
		Public Works Utility Worker	6,120	6,120	24,480	24,480	61,200	61,200			
		Public Works Utility Worker	5,546	5,546	22,185	22,185	55,462	55,462			
		Comp, Overtime & Cert.	1,500	1,500	6,000	6,000	15,000	15,000			
		Category Totals	106,675	20,881	114,379	91,236	333,172	333,172			333,172
ALLOCATIONS OF TAXES											
			Gen. Fund	Road Fund	Water Fund	Sewer Fund	Sub-Totals	Totals			
		City Manager	3,244	541	4,326	2,703	10,814	10,814			
		Administrative Assistant	1,847	308	2,463	1,539	6,158	6,158			
		Librarian	5,195				5,195	5,195			
		Public Works Utility Worker	673	673	2,693	2,693	6,732	6,732			
		Public Works Utility Worker	610	610	2,440	2,440	6,101	6,101			
		Comp, Overtime & Cert.	165	165	660	660	1,650	1,650			
		Category totals	11,735	2,297	12,582	10,036	36,649	36,649			36,649

**FTE Schedule/Salaries/Taxes
and Benefits 2023-2024**

ALLOCATION OF BENEFITS										
			Gen Fund	Road Fund	Water Fund	Sewer Fund	Sub Totals	Totals		
		City Manager	7,950	1,325	10,600	6,625	26,500	26,500		
		Administrative Assistant	2,100	350	2,800	1,750	7,000	7,000		
		Librarian	14,250				14,250	14,250		
		Public Works Utility Worker	3,250	3,250	13,000	13,000	32,500	32,500		
		Public Works Utility Worker	700	700	2,800	2,800	7,000	7,000		
		Category Totals	28,250	5,625	29,200	24,175	87,250	87,250		87,250
TOTAL EMPLOYEE COSTS BY FUND										
			Gen. Fund	Road Fund	Water Fund	Sewer Fund	Totals			
		City Manager	40,686	6,781	54,248	33,905	135,621			
		Administrative Assistant	20,741	3,457	27,655	17,284	69,137			
		Librarian	67,508				66,668			
		Public Works Utility Worker	10,043	10,043	40,173	40,173	100,432			
		Public Works Utility Worker	6,856	6,856	27,425	27,425	68,563			
		Salary Cert \$ / Temp \$\$	1,665	1,665	6,660	6,660	16,650			
			147,500	28,802	156,161	125,447	457,071			
									Total Salaries / Taxes / Benefits	457,071
PROPOSED SALARIES										
			2022-2023	Cola 7.0%	Salary Adj.	2023-2024	<i>**Cost of living increase based upon West Coast Consumer</i>			
		City Manager	91,876	6,431	0	98,307	<i>Price Index from January -December 2022 = 8.0%.</i>			
		Administrative Assistant	52,317	3,662	0	55,979	<i>** Social Security Benefit Inc. for 2023 = 8.7%</i>			
		Librarian	44,134	3,089	0	47,223	<i>**Federal Reserve Inflation Increase for 2022 = 8.6%</i>			
		Public Works Utility Worker	57,196	4,004	0	61,200				
		Public Works Utility Worker	51,834	3,628	0	55,462				
		Comp and Overtime Costs	7,300		7,700	15,000				
			304,657	20,815	7,700	333,172				

FORM LB-1

NOTICE OF BUDGET HEARING

A public meeting of the Scio City Council will be held on June 26, 2023 at 6:00 pm at 38957 NW 1st Avenue, Scio, Oregon. The hearing is open to the public or can be viewed through Zoom by calling 503-394-3342. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2023 as approved by the City of Scio Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at 38957 NW 1st Avenue, Scio, between the hours of 8:00 a.m. and 4:00 p.m. or online at <http://ci.scio.or.us>. This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as the preceding year.

Contact: Virginia A. Allen, City Manager

Telephone: (503) 394-3342

Email: ginger@sciooregon.gov

FINANCIAL SUMMARY - RESOURCES

TOTAL OF ALL FUNDS	Actual Amount 2021-2022	Adopted Budget This Year 2022-2023	Approved Budget Next Year 2023-2024
Beginning Fund Balance/Net Working Capital	736,984.00	2,829,819.00	1,644,402.00
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	622,223.00	680,550.00	769,050.00
Federal, State and all Other Grants, Gifts, Allocations and Donations	601,064.00	840,491.00	671,750.00
Revenue from Bonds and Other Debt	1,570,000.00	0.00	0.00
Interfund Transfers / Internal Service Reimbursements	120,879.00	0.00	0.00
All Other Resources Except Current Year Property Taxes	628,314.00	622,010.00	735,743.00
Current Year Property Taxes Estimated to be Received	284,831.00	288,400.00	300,500.00
Total Resources	4,564,295.00	5,261,270.00	4,121,445.00

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION

Personnel Services	405,258.00	465,078.00	453,462.00
Materials and Services	321,105.00	740,708.00	948,943.00
Capital Outlay	185,534.00	2,745,039.00	972,688.00
Debt Service	49,098.00	106,215.00	137,500.00
Interfund Transfers	120,879.00	0.00	80,000.00
Contingencies	0.00	557,220.00	793,109.00
Special Payments	25,000.00	25,000.00	0.00
Unappropriated Ending Balance and Reserved for Future Expenditure	3,457,421.00	622,010.00	735,743.00
Total Requirements	\$4,564,295.00	\$5,261,270.00	\$4,121,445.00

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

Name of Organizational Unit or Program FTE for that unit or program			
General Fund	443,006.00	2,734,194.00	1,253,642.00
FTE	1.75	1.90	1.80
Road Fund	120,318.00	888,576.00	887,922.00
FTE	0.30	0.30	0.30
Water Fund	334,637.00	447,532.00	583,246.00
FTE	1.65	1.50	1.60
Sewer Fund	178,913.00	568,958.00	660,892.00
FTE	1.30	1.30	1.30
Not Allocated to Organizational Unit or Program	3,457,421.00	622,010.00	735,743.00
FTE			
Total Requirements	\$4,534,295.00	\$5,261,270.00	4,121,445.00
Total FTE	5.00	5.00	5.00

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING *

No significant changes

PROPERTY TAX LEVIES

	Rate or Amount Imposed 2021-2022	Rate or Amount Imposed This Year 2022-2023	Rate or Amount Approved Next Year 2023-2024
Permanent Rate Levy (rate limit 4.9057 per \$1,000)	4.9057	4.9057	4.9057

STATEMENT OF INDEBTEDNESS

LONG TERM DEBT	Estimated Debt Outstanding on July 1.	Estimated Debt Authorized, But Not Incurred on July 1
Other Borrowings	\$1,602,229	\$0
Total		

This Page is
Intentionally Blank

FINANCIAL SUMMARY FOR 2023-2024 BUDGET YEAR

FINANCIAL SUMMARY - 2023-2024 BUDGET YEAR			
REVENUES/RESOURCES	Actual	Adopted	Adopted Budget
	FY 2021-2022	FY 2022-2023	FY 2023-2024
Beginning Fund Balances			
General Fund	\$ 521,196	\$ 2,365,720	\$ 1,039,939
Road Fund	\$ 95,787	\$ 195,276	\$ 234,480
Water Fund	\$ 84,621	\$ 82,542	\$ 184,282
Sewer Fund	\$ 35,380	\$ 186,281	\$ 358,797
Total	\$ 736,984	\$ 2,829,819	\$ 1,817,498
Fees, Licenses, Permits, Fines, Assessments & Charges			
General Fund	\$ 28,038	\$ 26,800	\$ 30,600
Road Fund	\$ 18,915	\$ 17,300	\$ 39,940
Water Fund	\$ 334,421	\$ 364,990	\$ 406,750
Sewer Fund	\$ 240,849	\$ 271,460	\$ 314,200
Total	\$ 622,223	\$ 680,550	\$ 791,490
Federal, State , Grants, Gifts, Interest, Misc. Donations			
General Fund	\$ 310,172	\$ 53,274	\$ 45,430
Road Fund	\$ 200,892	\$ 676,000	\$ 634,038
Water Fund	\$ -	\$ -	\$ -
Sewer Fund	\$ 90,000	\$ 111,217	\$ -
Total	\$ 601,064	\$ 840,491	\$ 679,468
Loan Proceeds			
General Fund	\$ 1,570,000	\$ -	\$ -
Total	\$ 1,570,000	\$ -	\$ -
Interfund Transfers In			
General Fund	\$ 100,000	\$ -	\$ -
Sewer Fund			\$ 33,280
Equipment Reserve		\$ -	\$ -
Road Reserve	\$ 20,879		
Water Reserve		\$ -	\$ 125,000
Total	\$ 120,879	\$ -	\$ 158,280
Other Resources/Reserve Accounts			
Water Reserve	\$ 374,445	\$ 376,021	\$ 401,112
Sewer Reserve	\$ 90,200	\$ 90,726	\$ 95,853
Equipment Reserve	\$ 129,210	\$ 99,767	\$ 105,148
Road Reserve	\$ 34,459	\$ 55,496	\$ 59,071
Total	\$ 628,314	\$ 622,010	\$ 661,184
Current Year Property Taxes Estimated	\$ 284,831	\$ 288,400	\$ 299,000
TOTAL REVENUES FOR BUDGET YEAR	\$ 4,564,295	\$ 5,261,270	\$ 4,406,920

FINANCIAL SUMMARY FOR 2023-2024 BUDGET YEAR

FINANCIAL SUMMARY - 2023-2024 BUDGET YEAR			
EXPENDITURES/REQUIREMENTS	Actual	Adopted	Approved Budget
	FY 2021-2022	FY 2022-2023	FY 2023-2024
Personnel Service Expenses (Salaries/Taxes/Benefits)			
General Fund	\$ 117,450	\$ 158,846	\$ 146,660
FTE	1.75	1.90	1.80
Road Fund	\$ 25,573	\$ 29,190	\$ 28,803
FTE	0.30	0.30	0.30
Water Fund	\$ 147,048	\$ 148,460	\$ 156,161
FTE	1.65	1.50	1.60
Sewer Fund	\$ 115,187	\$ 128,582	\$ 125,447
FTE	1.30	1.30	1.30
TOTAL	\$ 405,258	\$ 465,078	\$ 457,071
FTE Total	5.00	5.00	5.00
Materials & Service Expenses			
General Fund	\$ 164,582	\$ 481,177	\$ 385,618
Road Fund	\$ 40,213	\$ 112,406	\$ 116,994
Water Fund	\$ 59,714	\$ 62,415	\$ 90,685
Sewer fund	\$ 56,596	\$ 84,710	\$ 151,335
Total	\$ 321,105	\$ 740,708	\$ 744,632
Capital Outlay			
General Fund	\$ 157,409	\$ 1,885,958	\$ 167,147
Road Fund	\$ 8,900	\$ 650,464	\$ 649,964
Water Fund	\$ 19,225	\$ 3,500	\$ 10,000
Sewer Fund		\$ 205,117	\$ 285,021
Total	\$ 185,534	\$ 2,745,039	\$ 1,112,132
Debt Service			
General Fund	\$ 3,565	\$ 10,800	\$ 8,000
Road Fund	\$ 4,753	\$ 14,400	\$ 16,000
Water Fund	\$ 33,650	\$ 59,415	\$ 85,500
Sewer Fund	\$ 7,130	\$ 21,600	\$ 28,000
Total	\$ 49,098	\$ 106,215	\$ 137,500
Interfund Transfer Expenses			
General Fund	\$ -	\$ -	\$ 21,280
Road Fund	\$ 40,879	\$ -	\$ -
Water Fund	\$ 50,000	\$ -	\$ 125,000
Sewer Fund	\$ -	\$ -	\$ -
Water Reserve	\$ -	\$ -	\$ -
Sewer Reserve	\$ -	\$ -	\$ -
Equipment Reserve	\$ 30,000	\$ -	\$ 12,000
Road Reserve		\$ -	\$ -
Total	\$ 120,879	\$ -	\$ 158,280

FINANCIAL SUMMARY FOR 2023-2024 BUDGET YEAR

Contingencies			
General Fund	\$ -	\$ 197,413	\$ 686,264
Road Fund	\$ -	\$ 82,116	\$ 96,697
Water Fund	\$ -	\$ 148,742	\$ 123,686
Sewer Fund	\$ -	\$ 128,949	\$ 116,474
Total	\$ -	\$ 557,220	\$ 1,023,121
Special Payments			
- \$25,000 water loan payment Dec 2021 - Principal Only	\$ 25,000	\$ 25,000	\$ -
Total	\$ 25,000	\$ 25,000	\$ -
Unappropriated Ending Balance			
General Fund	\$ 2,371,231	\$ -	\$ -
Road Fund	\$ 195,276	\$ -	\$ -
Water Fund	\$ 84,405	\$ -	\$ -
Sewer Fund	\$ 187,316	\$ -	\$ -
Total	\$ 2,838,228	\$ -	\$ -
Other Resources/Reserve Accounts			
Water Reserve	\$ 374,445	\$ 376,021	\$ 526,112
Sewer Reserve	\$ 90,200	\$ 90,726	\$ 95,853
Equipment Reserve	\$ 99,210	\$ 99,767	\$ 93,148
Road Reserve	\$ 55,338	\$ 55,496	\$ 59,071
Total	\$ 619,193	\$ 622,010	\$ 774,184
TOTAL EXPENDITURES FOR BUDGET YEAR	\$ 4,564,295	\$ 5,261,270	\$ 4,406,920
TOTAL REVENUES	\$ 4,564,295	\$ 5,261,270	\$ 4,406,920
TOTAL EXPENDITURES	\$ 4,564,295	\$ 5,261,270	\$ 4,406,920
BALANCE	\$ -	\$ -	\$ -
Total Requirements:			
General Fund:	\$ 443,006	\$ 2,734,194	\$ 1,414,969
Road Fund:	\$ 120,318	\$ 888,576	\$ 908,458
Water Fund:	\$ 334,637	\$ 447,532	\$ 591,032
Sewer Fund:	\$ 178,913	\$ 568,958	\$ 706,277
Not Allocated to an Organizational Unit or Program:	\$ 3,457,421	\$ 622,010	\$ 774,184
Total Requirements:	\$ 4,534,295	\$ 5,261,270	\$ 4,394,920

**This Page is
Intentionally Blank**



City Of Scio, Oregon

RESOLUTION NO. 23-05

A RESOLUTION DECLARING MUNICIPAL SERVICES FOR FISCAL YEAR 2023 - 2024

WHEREAS, ORS 221.760 provides as follows:

Section 1. The officer responsible for disbursing funds to cities under ORS 323.455, 366.785 to 366.820 and 471.805 shall, in the case of a city located within a county having more than 100,000 inhabitants according to the most recent federal decennial census, disburse such funds only if the city provides four or more of the following services:

- (1) Police Protection
- (2) Fire protection
- (3) Street construction, maintenance, and lighting
- (4) Sanitary sewer
- (5) Storm sewers
- (6) Planning, zoning and subdivision control
- (7) One or more utility services

And

WHEREAS, City officials recognize the desirability of assisting the state officer responsible for determining the eligibility of cities to receive such funds in accordance with ORS 221.760, now therefore,

BE IT RESOLVED, that the CITY OF SCIO hereby certifies that it provides the following four or more municipal services enumerated in Section 1, ORS 221.760:

- X Police Protection
- X Street construction, maintenance and lighting
- X Sanitary Sewer
- X Storm Sewers
- X Planning, zoning, and subdivision control
- X Water Utility services

Passed by the Scio City Council on this 26th day of June, 2023, by a vote of 4 yeas and 0 nays.

Scio, Oregon



Mayor

Council President

ATTESTED BY:


Virginia Allen, City Manager/City Budget Officer



City Of Scio, Oregon

RESOLUTION NO. 23-06

A RESOLUTION DECLARING THE CITY'S ELECTION TO RECEIVE STATE REVENUES.

The City of Scio ordains as follows:

Section 1. Pursuant to ORS 221.770, the city hereby elects to receive state revenues for fiscal year 2023-2024.

Passed by the Scio City Council on this 26th day of June, 2023, by a vote of 4 yeas and 0 nays.

Scio, Oregon

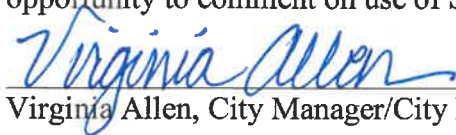


Mayor

Council President

ATTESTED BY: Virginia Allen, City Manager/City Budget Officer

I certify that a public hearing before the Budget Committee was held on May 5, 2023 and a public hearing before the City Council was held on June 26, 2023, giving citizens an opportunity to comment on use of State Revenue Sharing.



Virginia Allen, City Manager/City Budget Officer



City Of Scio, Oregon

RESOLUTION No. 23-07

A RESOLUTION ADOPTING & MAKING APPROPRIATIONS TO THE 2023-2024 FISCAL BUDGET

BE IT RESOLVED that the City Council of the City of Scio hereby adopts the budget for the fiscal year 2023-2024 in the sum of \$3,620,736.00 now on file at Scio City Hall, 38957 NW 1st Avenue, Scio, Oregon and;

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

GENERAL FUND

Personnel Services	\$	146,660
Police Services	\$	75,000
Materials & Services	\$	310,618
Capital Outlay	\$	167,147
Debt Service	\$	8,000
Interfund Transfer Out	\$	21,280
Operating Contingency	\$	686,264
Fund Total	\$	1,414,969

WATER FUND

Personnel Services	\$	156,161
Materials & Services	\$	90,685
Capital Outlay	\$	10,000
Debt Service	\$	85,500
Interfund Transfers Out	\$	125,000
Operating Contingency	\$	123,686
Fund Total	\$	591,032

ROAD FUND

Personnel Services	\$	28,803
Materials & Services	\$	116,994
Capital Outlay	\$	649,964
Debt Service	\$	16,000
Operating Contingency	\$	96,697
Fund Total	\$	908,458

SEWER FUND

Personnel Services	\$	125,447
Materials & Services	\$	151,335
Capital Outlay	\$	285,021
Debt Service	\$	28,000
Operating Contingency	\$	116,474
Fund Total	\$	706,277

The above resolution statements were approved and declared adopted on this 26th day of June, 2023.

Passed by the Scio City Council on this 26th day of June, 2023, by a vote of 4 yeas and 0 nays.

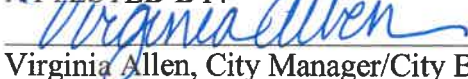
Scio, Oregon



Mayor

Council President

ATTESTED-BY:



Virginia Allen, City Manager/City Budget Officer



City Of Scio, Oregon

RESOLUTION No. 23-08

A RESOLUTION TO IMPOSE AND CATEGORIZE TAXES FOR FISCAL YEAR 2023-2024

BE IT RESOLVED that the City Council of Scio hereby imposes the taxes provided for in the 2023-2024 adopted budget:


- 1) at the rate per \$1,000 of assessed value of \$4.9057 for general operations;

and that these taxes are hereby imposed and categorized for tax year 2023-2024 upon the assessed value of all taxable property within the district.

The above resolution statements were approved and declared adopted on this 26th day of June, 2023.

Passed by the Scio City Council on this 26th day of June, 2023, by a vote of 4 yeas and 0 nays.

Scio, Oregon



Mayor
Council President

ATTESTED BY:



Virginia Allen, City Manager/City Budget Officer