

ADAIR VILLAGE BUDGET COMMITTEE AGENDA-Final

City Hall - 6030 Wm. R Carr Av.

****Tuesday, April 16, 2024 - 6:00 PM****

1. ROLL CALL – Flag Salute

2. BUSINESS:

- | | |
|---|----------|
| a) Presentation of 2024-25 Budget Message | Pat Hare |
| Action: Discussion | |
| b) Presentation of 2024-25 Budget by Fund | Pat Hare |
| Action: Discussion | |
| c) Discussion of Use of State Revenue Sharing | Pat Hare |
| Action: Discussion | |

3. Public Hearing: Attachment A

- a) Budget
- b) State Revenue Sharing

4. ADJOURNMENT:

Next meeting - Tuesday May 7nd @ 6:00 PM (prior to regular City Council meeting)

The Community Center is accessible to person with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting by calling City Offices at 541-745-5507 or e-mail "kathy.edmaiston@adairvillage.org", or Oregon Relay Services by dialing 7-1-1. The City of Adair Village is an Equal Opportunity Employer.

The order in which items on the Agenda are addressed by the City Council may vary from the order shown on the Agenda.

Public Hearing Process

At the commencement of a hearing the Chairperson of the Hearing Body shall:

(a) Announce the purpose of the hearing.

1. “To receive public input on the receipt of **State revenue sharing** funds for the 2024-25 fiscal year and the use to which they should be directed.”

2. “To receive public input on the 2024-25 Adair Village Budget and to adopt a budget, make appropriations, and levy taxes for the 2024-25 fiscal year.”

(b) State that testimony and evidence must be directed toward specifics of the budget (revenue sharing) discussion.

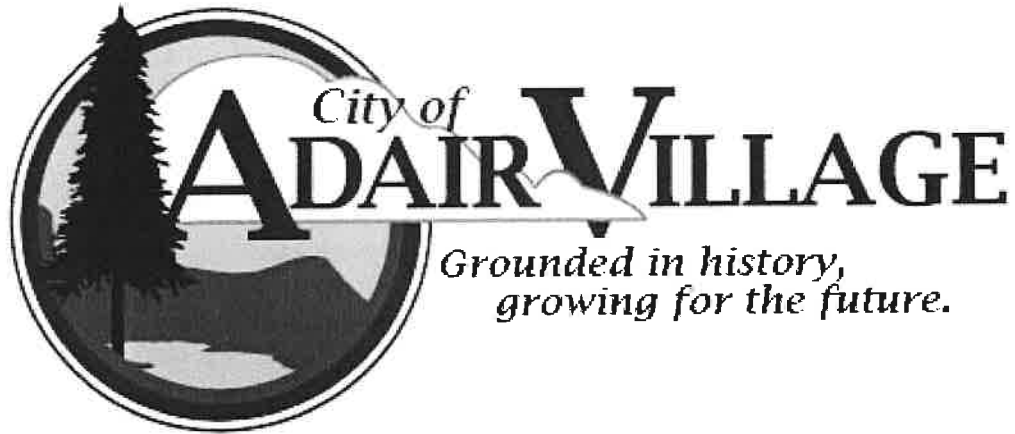
The Chair shall request a staff report on the budget/revenue sharing issue.

The Chair shall make the following statements before presentation of testimony:

(a) A person shall first state his full name and address.

(b) The Chair, members of the Hearing Body, or others, with the recognition of the Chair may question a witness.

The Chair shall close the hearing or continue it to an announced time and place.



2024-2025

ANNUAL BUDGET



Fiscal Year 2024-25 Budget Message

TO: Adair Village Budget Committee
FROM: Pat Hare, Budget Officer
DATE: April 2024

Introduction

I present the Adair Village Budget for Fiscal Year 2024-25 to the Budget Committee and members of the community. The city's Budget shows the continued fiscal stability of our community's finances. The city continues to meet its current financial obligations, and we have been able to implement projects to obtain critical pieces of property, continued to reduce water loss, complete building projects, and foster growth.

The city of Adair Village has been focusing on a lot of different projects this past year from expanding the UGB to completing two major water projects and finishing the first phase of an entirely new wastewater plant. This process has been completed while continually focusing on financial stability. This budget and the process laid out meet all regulatory requirements.

The public works staff has continually focused on operating the city water and wastewater plants in compliance with OHA (Oregon Health Authority) and DEQ (Department of Environmental Quality). Compensation in all public works positions will be a focus in this fiscal year. The city has also entered into an agreement with the City of Tangent to operate and manage their public works. This has allowed the city to add another public works staff member and contributes to the wastewater fund.

The city will continue to strengthen our financial management systems with a focus on segregation of duties in our daily activities. The city now contracts with Sarah Johnson from My Bridge Team which has allowed the city to get caught up and to stay current on our audits, and to be another financial resource in preparation of the budget and fiscal responsibility. The city is still using government accounting software, Caselle, for its utility billing, accounts payable and other accounting functions.

Filling the part time Finance Clerk position will be a focus in this fiscal budget so that the city can maintain separation of duties. This position will continue to focus on accounts payable. The Finance Clerk will assist in preparing the budget and will become more involved in the audit process.

All the City's General Fund income resources from the State-cigarette and liquor taxes and state revenue sharing are expected to increase somewhat due to the marijuana tax. Assessed value on property within the City is anticipated to increase slightly this year due to the residential growth. In Oregon, property tax growth lags actual growth. Assessed value for the next fiscal year is based on property values as of January 1. Our utility franchise fees have remained consistent or have grown slightly.

We have made an effort to provide prudent revenue estimates and still leave the city with some ability to meet unexpected expenditures or requests for funding that frequently occur. Staff closely tracks our expenditures, and we continue our efforts to provide consistent beginning balances across all our Funds.

Footnotes are provided at the bottom of the budget sheets where some added information and detail is likely to be helpful in explaining changes to a line item.

Background and Process

The Budget Committee is comprised of the City Council and an equal number of "lay citizens". The charge for the Committee is to review the budget, as prepared by the Budget Officer, and recommend changes as appropriate based on the Committee's input. The initial work session involves the first public hearing and provides background information for the Budget Committee. The second session allows the Committee to review the budget approach, each Fund's revenues and expenses, and basic information on long-term planning. The major issue affecting the budget is our continuing preparations for major capital improvements in our wastewater facilities. The Committee will have the opportunity at the second meeting to finalize its recommendation to the City Council or to schedule a further meeting.

State law establishes the format, processes, and many specific items to be included in a municipal budget. It requires that we advertise and hold hearings on the budget and various components, such as state revenue sharing. State law requires the budget to provide background information on the actual revenues and expenditures for the two years prior to last year's budget. This is shown in the first two columns of the budget sheets. The next column shows our current adopted budget, and the fourth column shows the proposed budget developed by the Budget Officer. The process then provides for changes by the Budget Committee that are forwarded to the City Council for further hearings and final adoption by resolution.

The city uses a fund approach to comply with generally accepted accounting procedures. These funds include the General (divided into five sub-sections), Water, Wastewater, Storm Drain, Streets, Reserve, and Systems Development Funds. The General Fund is where non-restricted revenues and expenditures are detailed and is comprised of the various departments that operate from the general revenue dollars. The Water, Wastewater, and Storm Drain Funds function as enterprise funds under a different set of accounting standards that stipulate that these funds operate as not-for-profit. The Street Fund is considered a special revenue fund because the gas tax revenues that support this fund are required by law to be used for street purposes. All the city funds are detailed below.

There are some universal issues that you will note throughout the budget. The city has made a commitment to establish pay rates that are in line with the average pay for similar positions in surrounding cities and this commitment was met for the present city staff at hire.

The PERS contribution rate will go up this year but the city has prepared for this over the last few years so it will not have a major effect on the overall budget. City staffs are members of the Oregon Public Service Retirement Plan (OPSRP), which requires a lower contribution rate than the older Tier 1/Tier 2 plans.

General Fund

The City continued to lease the entire AVIS property to Republic Service will continue to have a big impact on revenue generated by city property. The city continues to contract with the City of Tangent, Oregon, to provide wastewater services. This has been a significant positive impact on the Wastewater Fund and the General Fund. Rent from the 4-plex on William R. Carr St. directly across from City Hall will contribute to the General Fund. We also expect higher planning fees due to more reviews because of the additional homes in Calloway Creek but that is charged back to the developer.

The General Fund accounts for general revenues and operating expenses, and is funded primarily by tax, shared State revenues, leases, and other fees. Overall, I expect General Fund revenues to increase slightly due to added tax revenues and slight increases in most franchise fees.

There are five (5) sub-accounts that make up the General Fund; they are Administration and Planning, Building Permit, Non-Departmental, Parks, and Public Safety. Building Permits are now handled solely by Benton County - which means there is no income for the Fund, very limited expense, and only a small amount of personnel time required. Information about these individual sub-accounts is presented below.

ADMINISTRATION: All basic consultant contracts-Attorney (general services), Planner, and Community Service (code enforcement)-will be funded primarily from this sub-account. Additional attorney, engineering, and planning costs for specific projects are included in the Water, Wastewater, Storm Drain, and Street Funds under Contract Services. Personnel Services costs include ongoing work of planning, meeting preparation, contracts, franchises, and leases, and reporting to the City Council and State and Federal agencies. Personnel Services costs will increase this year due to minimum wage, health insurance and PERS contributions. The city will contract with the city of Philomath for the services of Chase Burghgrave. Having a professional planner has fostered vastly better communication between the County and the city. The expertise he brings has allowed the work of planning for the city to be done thoroughly and professionally. It has also fostered better follow through with all planning applications. The city has also benefitted from the sharing of ideas and best practices being implemented in one location.

NON-DEPARTMENTAL: This sub-account consolidates many “non-departmental” operating expenses into one area that are not directly attributed to other departments and serves no purpose in breaking out to other operations. The revenues come from the same sources in the General Fund to cover these expenses. All General Fund expenses for postage and telephone are now located only in Non-Departmental, since we have no tracking system to break them out amongst the General Fund sub-accounts, other than for Public Safety. Staff has completed most of the

work associated with the \$100,000 five-year loan for the work on the community area. With additional funds this year from taxes and property leases, the City will have the additional funds to cover the loan payments.

The City has been working for several years to get the property across from City Hall out of its deed restriction requiring it to be parks in perpetuity. Through a long federal process, the city has finally purchased the property and after another year and a half can look at development.

Part of the downtown development plan will be to create an urban renewal district. These funds can then be used to develop parks within the downtown and to keep the downtown vibrant. The third part of this plan will be to work with an architect to take the 30 plus years of planning the city has done regarding the downtown and put it into a rendering of what it all might look like.

The city will also be looking at completing the east Barracks this year. Now that the loan is paid off we can budget for completing the east barracks for an interpretive center.

PARKS: The City doesn't have any major projects planned but is delegating the Capital Outlay to do a major overhaul of the Kiddie Park in a few years. The city will be budgeting to clean up and paint the bus stop on Barberry as well as increase the events budget for Founder's Day.

PUBLIC SAFETY: The budget for Public Safety will slightly increase for this budget year. The city will continue to contract with Benton County Sheriff's Office (BCSO) for patrol services which are in addition to the regular patrol hours received simply as part of BCSO county-wide services. There is a small Personnel Services charge which represents five (5) percent of the City Administrator's salary, which is used in coordination and oversight of the BCSO contract.

Reserve Fund

This fund operates as the city's "savings account" where we hold money in "reserve" for future capital expenditures. This fund is established by resolution of the City Council specifying the purposes for which this money is being held. In our case, the money is being saved to cover basic plant, building, and equipment needs. In fiscal year 2017-2018, the City began to utilize this fund as a true reserve fund. Money that had previously been designated in individual funds for certain purposes has now been transferred into the one holding fund. Additional transfers in to fund future capital acquisitions are budgeted for the upcoming year.

Storm Drain Fund

The State requires the city to have a matrix of improvements to the Storm Drain system over five years. Over the years the city has put pet waste stations up, marked storm drains, and provided informational guides to the public. This year we will be focusing on updating our development code to meet current standards.

The charge for storm drains was raised to \$4.00 per month per resident household in 2019. The fund is beginning to level off. We now have more requirements from the Department of Environmental Quality to meet storm water quality which has resulted in higher operating and reporting costs. We will have to watch this fund carefully, but we are not proposing an increase at this time.

Street Fund

This fund is a “special revenue” fund and designed to track revenues the city receives from the State’s gas tax. These monies, by law, may only be spent on transportation-related items, which may include pedestrian and bike paths. Revenues are delivered on a per capita basis and anticipated to be higher this year based on the city’s higher population, which is certified after the start of this fiscal year. Revenue from this State fund has increased slightly over the last three years. The City’s CIP (Capital Improvement Program) will commit \$12,000 per year in improvements to a section of street and to ADA (Americans with Disabilities Act) improvements to the sidewalks when appropriate. Improving sidewalks in conjunction with street improvements is a requirement.

This year we will not be doing any major projects, but the city staff is focusing on grant writing and saving for a major project next year on Willamette Ave. Willamette was marked as the most degraded section of street throughout the community. The city will be repainting curbs, replacing signs, and repairing any potholes throughout the town.

System Development Fund

This fund documents the resources and expenditures of System Development Charges and fees received by the City in conjunction with local development. They are regulated by State statute and may be only utilized for specific purposes associated with capacity enhancement. The revenues include a “reimbursement allowance” for prior expenditures and bonded debt. The reimbursement portions are transferred to the Water and Wastewater Funds and used to meet our debt obligations for revenue bonds. By separating these revenues from the operating funds (street, water and wastewater), we prevent them from being “co-mingled” with operating revenues and expended for unauthorized purposes.

Because these funds are uncertain, they are budgeted as “money in – money out” and generally do not have a significant impact on the budget regardless of development patterns. The city will update its CIP (Capital Improvement Program) every year to account for new, known needs and the SDC rates to account for inflation. It was important to put a new SDC program in place before the UGB (Urban Growth Boundary) expansion is complete. The city saw a significant increase in this fund from the development of the Calloway Creek and William R. Carr Subdivisions. New SDC methodology was implemented which increased the impact on the fund significantly.

Wastewater Fund

The city is in Phase 1 (of 3) of the new headworks project which will not only increase capacity but also treat effluent (wastewater) to the required standards. The city will need to look at continued incremental increase to the wastewater rates for the next phases. The additional growth has helped spread the cost and the expected growth over the next five years will allow us to complete the final phases.

Water Fund

The Water Fund is also a proprietary fund. The City borrowed \$655,690 from the Infrastructure Finance Authority through Business Oregon for replacing the 1950 concrete line going to Hospital Hill Reservoir.

Civil West is completing an application and engineering to replace the existing water line that goes from the water plant to town. FEMA is paying 75% of the cost to do the engineering and application which totals \$346,000 (\$259,500 FEMA will cover and \$86,500 the city will cover). If it is successful, FEMA will cover 75% of the total replacement cost of the line which is 4 million (3 million covered by FEMA and 1 million covered by the city).

The city has been budgeting \$100,000 for the last three years to make improvements to the water plant. The first year we replaced and refinished all the railings at the plant. This year we will focus that money on redoing a lot of the original electrical components of the plant.

Capital Improvement Program (CIP)

The CIP focuses on present needs and the time frame for purchase varies from one year to five years. These items will be tracked in Capital Outlay in the appropriate Fund. This means that for most of these items, the funds budgeted in Capital Outlay will not be spent and will carry over into the next year.

GENERAL USE

Cost for these items will be split amongst the four Public Works Funds at roughly these percentages-Storm Drain (8%), Streets (12%), Wastewater (30%), and Water (50%). These rates will vary slightly to simplify tracking the items across Funds. To qualify as a Capital Outlay, the purchased item must cost more than \$5,000.

Public Works

The city's current Public Works utility truck is a 2004 Chevy Silverado that we bought a few years ago and used from the Oregon Association of Water Utilities. Over the next few years, we will budget to have a nice utility truck.

The city Maintains over 20 acres of grass that must be mowed weekly during the growing season. The type of mower this requires costs over \$20,000.

General Fund

The city's heating and air conditioning units at City Hall are now almost 20 years old and have been serviced a lot over the last two years. The current system was also undersized.

Parks

The city continues to save for a major overhaul of the Kiddie Park in the middle of town.

**CITY OF ADAIR VILLAGE ANNUAL BUDGET
FISCAL YEAR 2024-25**

POSITION	Yearly Wage	Hourly	FTE	2025 Wage	Health Insurance	Taxes	Retirement	Total compensation
5000 - Personal Services								
Total 5010 - City Administrator	\$ 141,226	\$ 67.90	1.0	\$ 141,226	\$ 2,517.14	\$ 19,517.37	\$ 38,356.85	\$ 229,305.48
Total 5016 - Assistant City Recorder (Formerly Admin/Finc Asst) Step 1	57,935.36	27.85	1.0	57,935.36	30,205.73	8,006.67	15,735.24	104,824.94
Total 5018 - Admin/Utility Clerk	51,651.11	24.83	0.30	15,495.33	-	2,141.46	-	17,636.79
Total 5050 - PW Superintendent/Asst City Manager (formerly PW Supervisor) Step 1	89,303.00	42.93	1.00	89,303.00	22,393.66	12,341.67	24,254.69	148,293.03
Total 5052 - Utility Worker III	73,012.79	35.10	-	-	-	-	-	-
Total 5054 - Operator (formerly Utility Worker II) Step 1	63,071.19	30.32	1.00	63,071.19	13,070.11	8,716.44	17,130.14	101,987.87
Total 5054 - Utility Worker II (Promotion from UW I) Step 1	51,340.00	24.68	1.00	51,340.00	21,907.27	7,095.19	13,943.94	94,286.40
Total 5058 - Utility Worker PT Unclassified	12,000.00	16.67	1.00	12,000.00	-	1,658.40	-	13,658.40
Utility worker I PT	43,122.00	20.73	0.40	17,248.80	-	2,363.78	4,684.77	24,317.36
TOTAL				\$ 447,619	\$ 110,724	\$ 61,861	\$ 114,106	\$ 734,310.26

From Final Budget 230606 (for reference purposes only)

POSITION	Yearly Wage	Hourly	FTE	2024 Wage	Health Insurance	Taxes	Retirement	Total compensation
5000 - Personal Services								
Total 5010 - City Administrator	\$ 139,482	\$ 67.06	1.0	\$ 139,482	\$ 25,884.92	\$ 19,276.41	\$ 37,883.31	\$ 222,526.65
Total 5016 - Utility/Finance	\$ 51,651	\$ 24.83	0.4	\$ 20,660	\$ -	\$ 2,855.27	\$ 5,611.36	\$ 29,127.10
Total 5018 - Admin/Utility Clerk	\$ 51,651	\$ 24.83	1.0	\$ 51,651	\$ 22,477.64	\$ 7,138.18	\$ 14,028.44	\$ 95,295.38
Total 5019 - Admin Clerk	\$ -	\$ -	0.0	\$ -	\$ -	\$ -	\$ -	\$ -
Total 5025 - Summer Program Coordinator	\$ 85,050	\$ 40.89	1.0	\$ 85,050	\$ 22,477.64	\$ 11,753.88	\$ 23,099.53	\$ 142,380.86
Total 5050 - Public Works Supervisor	\$ 73,013	\$ 35.10	0.0	\$ -	\$ -	\$ -	\$ -	\$ -
Total 5052 - Utility Worker III	\$ 51,340	\$ 24.68	1.0	\$ 51,340	\$ 22,477.64	\$ 7,095.19	\$ 13,943.94	\$ 94,856.77
Total 5054 - Utility Worker II (step 1)	\$ 47,541	\$ 22.86	1.0	\$ 47,541	\$ 22,477.64	\$ 6,570.17	\$ 12,912.14	\$ 89,500.94
Total 5054 - Utility Worker I (step 6)	\$ 12,000	\$ 16.67	1.0	\$ 12,000	\$ -	\$ 1,658.40	\$ -	\$ 13,658.40
Total 5058 - Utility Worker PT Unclassified	\$ 43,122	\$ 20.73	0.4	\$ 17,249	\$ -	\$ 2,363.78	\$ 4,684.77	\$ 24,317.36
Utility worker I PT				\$ 424,973	\$ 115,795	\$ 58,731	\$ 112,164	\$ 711,663.45
TOTAL				\$ 424,973	\$ 115,795	\$ 58,731	\$ 112,164	\$ 711,663.45

CITY OF ADAIR VILLAGE ANNUAL BUDGET
FISCAL YEAR 2024-25

CITY OF ADAIR VILLAGE ANNUAL BUDGET
FISCAL YEAR 2024-2025

GENERAL FUND - COMBINED REVENUES

	ACTUAL 2021-22	ACTUAL 2022-23	ADOPTED BUDGET 2023-24	PROPOSED BUDGET 2024-25	APPROVED BUDGET 2024-25	ADOPTED BUDGET 2024-25
RESOURCES						
Beginning Fund Balance	550,512	1,289,865	2,256,624	2,000,000	-	-
Cigarette Tax	1,095	972	1,000	1,000	-	-
Franchise Fees	61,975	146,815	70,000	70,000	-	-
Interest Income	18,973	100,382	20,000	20,000	-	-
Lease-Building	15,162	12,500	32,000	32,000	1	-
Lease-Property	87,964	17,010	78,000	78,000	2	-
Leases-Property Tax	-	-	4,900	6,000	3	-
Leases-Utilities	-	-	19,000	19,000	-	-
Liquor Tax	26,786	28,184	29,000	29,000	-	-
Miscellaneous Revenue	70	10,235	1,000	1,000	-	-
Planning and Zoning Fees	50	650	10,000	10,000	-	-
Property Tax - Current Year	224,167	266,003	264,000	264,000	-	-
Property Tax - Prior Years	-	-	500	500	-	-
Refunds	1,061	12,970	200	200	-	-
COVID-19 Reimbursement	27,064	97,064	-	-	-	-
Residential Rental	45,526	30,737	30,000	30,000	-	-
Revenue Sharing	14,885	15,879	14,000	14,000	-	-
Room Rental	-	2,400	120	120	-	-
SDC Administrative Fees	-	30	10,000	10,000	-	-
Tangent Contract	174,005	219,927	259,000	259,000	-	-
Transient Lodging Tax	5,000	5,000	5,000	5,000	-	-
Benton Co STIFF for Transit	-	-	25,000	25,000	-	-
Transfer In - SDC Fund	700,000	-	-	100,000	-	-
Transfer In - Reserve	-	-	-	-	-	-
TOTAL RESOURCES	1,954,295	2,256,623	3,129,344	2,973,820		
<i>Income minus Beginning Fund Balance</i>	1,403,783	966,758	872,720	973,820	-	-
EXPENDITURES						
Administration /Planning	173,961	153,610	386,053	427,644	-	-
Parks	37,737	49,245	94,219	96,002	-	-
Public Safety	43,998	51,542	51,176	55,915	-	-
Non-Departmental	192,733	268,265	296,000	308,818	-	-
Subtotal department expenditures	448,429	522,661	827,448	888,379		
Capital outlay						
Capital outlay	140,000	564,338	60,000	165,000	-	-
DEBT SERVICE						
Barracks Building Loan	22,254	12,969	15,000	-	-	-
Subtotal debt service	22,254	12,969	15,000	-		
TRANSFERS****						
To Water Fund (Interfund Loan Repayment)	9,577	-	9,577	9,577	-	-
To SDC Fund (Interfund Loan Repayment)	38,307	-	41,807	41,807	-	-
Reserve Fund - Parks	5,000	-	5,000	5,000	-	-
Subtotal Transfers	52,884	-	56,384	56,384		
Contingency	-	-	250,000	250,000	-	-
Total Appropriations	663,567	1,099,968	1,313,832	1,359,763		
Set-aside for State Shared Revenues Project	26,193	42,072	56,072	70,072	-	-
Reserve for Future Expenditure	1,264,535	1,114,583	1,759,439	1,543,985		
TOTAL	1,954,295	2,256,624	3,129,344	2,973,820		

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- 1- Leases on the Coffee Shop and the old Firehouse (Food Mart).
- 2- Leases on AVIS (\$80K Republic Services) and small farm sites.
- 3- Property taxes on all City property under lease.

CITY OF ADAIR VILLAGE ANNUAL BUDGET
FISCAL YEAR 2024-25

CITY OF ADAIR VILLAGE ANNUAL BUDGET
FISCAL YEAR 2024-2025

GENERAL FUND - ADMINISTRATION & PLANNING

	ACTUAL	ACTUAL	ADOPTED	PROPOSED	APPROVED	ADOPTED
	2021-22	2022-23	BUDGET	BUDGET	BUDGET	BUDGET
			2023-24	2024-25	2024-25	2024-25
PERSONNEL SERVICES						
Staffing	81,643	86,717	87,562	91,130	-	-
Taxes	6,938	8,068	12,101	12,565	-	-
Health Insurance	15,908	14,709	17,608	20,645	-	-
Retirement	19,015	16,033	23,782	24,063	-	-
Subtotal Personnel Services	123,504	125,527	141,053	148,404	-	-
MATERIALS AND SERVICES						
Supplies	-	-	250	250	-	-
Miscellaneous	945	417	500	500	-	-
Travel and Training	-	-	2,000	2,000	-	-
Audit	-	-	-	28,940	-	-
City Attorney	5,163	-	15,000	15,000	-	-
Planning Consultant	22,349	-	30,000	30,000	-	-
Contract Services	22,000	25,300	27,000	74,800	1	-
Development Engineering	-	-	70,000	70,000	-	-
Urban Renewal Development	-	-	100,000	55,000	2	-
Insurance	-	2,159	-	2,500	-	-
Mileage	-	-	250	250	-	-
Permits	-	207	-	-	-	-
Subtotal Materials and Services	50,457	28,083	245,000	279,240	-	-
GRAND TOTAL	173,961	153,610	386,053	427,644	-	-

1- Code Compliance Officer is fully funded here.

2- \$55k for planning and \$30k for architectural work

CITY OF ADAIR VILLAGE ANNUAL BUDGET
FISCAL YEAR 2024-25

CITY OF ADAIR VILLAGE ANNUAL BUDGET
FISCAL YEAR 2024-2025

GENERAL FUND - PUBLIC SAFETY

	ACTUAL 2021-22	ACTUAL 2022-23	ADOPTED BUDGET 2023-24	PROPOSED BUDGET 2024-25	APPROVED BUDGET 2024-25	ADOPTED BUDGET 2024-25
PERSONNEL SERVICES						
Staffing	6,322	6,791	6,974	7,061 ¹	-	-
Taxes	662	777	964	976	-	-
Health Insurance	1,040	917	1,294	1,510	-	-
Retirement	1,474	1,116	1,894	1,918	-	-
Subtotal Personnel Services	9,498	9,601	11,126	11,465	-	-
MATERIALS AND SERVICES						
Contract Services	34,445	41,785	40,000	44,400 ²	-	-
Insurance	55	156	50	50	-	-
Subtotal Materials & Services	34,500	41,941	40,050	44,450	-	-
TOTAL EXPENDITURES	43,998	51,542	51,176	55,915	-	-
Amount to Fund Summary	43,998	51,542	51,176	55,915	-	-

1 - This represents 5% of the City Administrator's time.

2. This amount would cover a contract with Benton County Sheriff's Office for 10 hours per week of directed patrol.

CITY OF ADAIR VILLAGE ANNUAL BUDGET
FISCAL YEAR 2024-25

CITY OF ADAIR VILLAGE ANNUAL BUDGET

FISCAL YEAR 2024-25
GENERAL FUND - PARKS

	ACTUAL 2021-22	ACTUAL 2022-23	ADOPTED BUDGET 2023-24	PROPOSED BUDGET 2024-25	APPROVED BUDGET 2024-25	ADOPTED BUDGET 2024-25
PERSONNEL SERVICES						
Staffing	14,340	19,713	36,516	39,622	-	-
Taxes	1,325	2,398	5,594	6,023	-	-
Health Insurance	5,961	5,756	8,991	6,995	-	-
Retirement	6,620	8,482	10,993	11,837	-	-
Subtotal Personnel Services	28,246	36,349	62,094	64,477	-	-
MATERIALS AND SERVICES						
Supplies	756	937	750	750	-	-
Maintenance-Buildings & Parks	229	32	1,000	1,000	-	-
Travel and Training	-	-	500	500	-	-
Vehicles	-	1,051	2,500	2,500	-	-
Contract Services	800	-	800	800	-	-
Equipment Maintenance and Repair	1,831	2,645	5,000	5,000	-	-
Equipment-Lease & Rental	-	-	100	100	-	-
Equipment-Purchase Small	-	2,099	4,200	4,200	-	-
Miscellaneous	60	-	100	100	-	-
Insurance	1,475	1,746	1,650	1,650	-	-
Mileage	-	-	100	100	-	-
Postage	-	-	75	75	-	-
Utilities	351	412	750	750	-	-
Events	3,989	3,974	3,100	5,500	-	-
Youth Activities	-	-	5,000	6,500	-	-
Improvements-Buildings & Parks	-	-	1,500	2,000	-	-
Subtotal Materials & Services	9,491	12,896	27,125	31,525	-	-
CAPITAL OUTLAY						
Museum Infrastructure Improvements	-	-	-	100,000	-	-
Park Equipment	-	-	5,000	5,000	-	-
Subtotal Capital Outlay	-	-	5,000	105,000	-	-
TRANSFERS						
To Reserve Fund	5,000	-	5,000	5,000	-	-
Subtotal Transfers	5,000	-	5,000	5,000	-	-
TOTAL EXPENDITURES	42,737	49,245	99,219	206,002	-	-
Less: Transfers	5,000	-	5,000	5,000	-	-
Amount to Fund Summary	37,737	49,245	94,219	201,002	0	0

CITY OF ADAIR VILLAGE ANNUAL BUDGET
FISCAL YEAR 2024-25

CITY OF ADAIR VILLAGE ANNUAL BUDGET

FISCAL YEAR 2024-25
GENERAL FUND - NONDEPARTMENTAL

	ACTUAL 2021-22	ACTUAL 2022-23	ADOPTED BUDGET 2023-24	PROPOSED BUDGET 2024-25	APPROVED BUDGET 2024-25	ADOPTED BUDGET 2024-25
MATERIALS & SERVICES						
Supplies	3,890	9,844	10,000	10,000	-	-
Publications and Legal Notices	2,070	3,210	3,000	3,000	-	-
Building Permits-Benton County/State Surcharge	-	-	-	-	-	-
CET-Corvallis	-	-	-	-	-	-
Maintenance-Buildings	7,366	5,154	10,000	10,000	-	-
Travel and Training	-	-	-	-	-	-
Vehicles-Fuel	-	687	1,500	1,500	-	-
Security Alarm	4,810	1,277	10,800	10,800	-	-
Audit Services	4,810	5,400	10,800	14,418	-	-
City Attorney	2,686	9,275	10,000	10,000	-	-
Contract Services	38,500	41,822	20,000	30,600	-	-
Engineering Consultant	13,082	8,246	7,500	7,500	-	-
Transit	-	-	25,000	25,000	-	-
Equipment Maintenance and Repair	898	572	1,500	1,500	-	-
Equipment-Lease & Rental	1,569	12,955	2,000	2,000	-	-
Security Alarm	847	-	1,500	1,500	-	-
Equipment-Purchase Small	249	3,198	1,200	1,200	-	-
Miscellaneous	1,312	(685)	1,000	1,000	-	-
CERT Expenditures	704	1,235	5,000	5,000	-	-
Banking Charges	185	25	750	750	-	-
Dues (organizational)	6,146	5,755	7,500	7,500	-	-
Insurance	7,502	8,141	9,000	9,000	-	-
Postage	3,892	3,370	5,750	5,750	-	-
Utilities	3,765	4,383	4,200	4,200	-	-
Telephone	3,564	4,246	4,600	4,600	-	-
Mayor and Council Expenses	562	-	1,000	1,000	-	-
Surety Bonds	-	-	-	-	-	-
Election Fees	-	-	1,000	1,000	-	-
Software Hosting Fees	5,916	6,212	4,500	6,300	-	-
Contract Services - Tangent Contract	70,285	125,560	125,000	125,000	-	-
Property Taxes - Rental Properties	8,123	8,381	8,700	8,700	-	-
COVID Reimbursable Expenses	-	-	-	-	-	-
Insurance Reimbursable Expenses	-	-	-	-	-	-
Subtotal Materials & Services	192,733	268,265	292,800	308,818		
CAPITAL OUTLAY						
Equipment	-	3,675	-	-	-	-
IT Improvements	-	-	15,000	15,000	-	-
Building Improvements (Remodel)	-	-	15,000	15,000	-	-
City Hall HVAC	-	-	30,000	30,000	-	-
Land Purchase	140,000	560,663	-	-	-	-
Subtotal Capital Outlay	140,000	564,338	60,000	60,000		
TRANSFERS						
To Water Fund (Interfund Loan Repayment)	9,577	-	9,577	9,577	-	-
To SDC Fund (Interfund Loan Repayment)	38,307	-	41,807	41,807	-	-
To Reserve - Water Improvements	-	-	-	-	-	-
Subtotal Transfers	47,884	-	51,384	51,384		
DEBT SERVICE						
Barracks Building Loan	22,254	12,969	15,000	-	-	-
Subtotal Debt Service	22,254	12,969	15,000	-		
Total	402,871	845,572	419,184	420,202		
Less: Capital Outlay, Transfers and Debt Service	210,138	787,138	126,384	111,384	-	-
Amount to Fund Summary	192,733	58,434	292,800	308,818		

1- This includes the contract for payroll services, property management, accounting and closeout support, copier lease, and HVAC contract.

CITY OF ADAIR VILLAGE ANNUAL BUDGET
FISCAL YEAR 2024-25

CITY OF ADAIR VILLAGE ANNUAL BUDGET
FISCAL YEAR 2024-2025

GENERAL FUND - COMBINED EXPENSES

	ACTUAL 2021-22	ACTUAL 2022-23	ADOPTED BUDGET 2023-24	PROPOSED BUDGET 2024-25	APPROVED BUDGET 2024-25	ADOPTED BUDGET 2024-25
Personal Services						
Staffing	102,305	113,220	131,052	137,814	-	-
Taxes	8,925	11,244	18,658	19,564	-	-
Health Insurance	22,909	21,382	27,894	29,151	-	-
Retirement	27,109	25,631	36,669	37,817	-	-
Subtotal Personal Services	161,248	171,477	214,273	224,346		
Material and Services						
Audit	4,810	5,400	10,800	43,358	-	-
Bank Charges	185	25	750	750	-	-
CERT Expenditures	704	1,235	5,000	5,000	-	-
City Attorney	7,849	9,275	25,000	25,000	-	-
City Engineer	13,082	8,246	7,500	7,500	-	-
City Planner	22,349	-	30,000	30,000	-	-
Contract Services	95,745	108,907	87,800	150,600	-	-
Contract Services - Tangent Contract	70,285	125,560	125,000	125,000	-	-
Development Engineering	-	-	70,000	70,000	-	-
Dues	6,146	5,755	7,500	7,500	-	-
Election Fees	-	-	1,000	1,000	-	-
Equipment-Rental/Lease	1,569	12,955	2,100	2,100	-	-
Equipment-Maint. & Repair	2,729	3,216	6,500	6,500	-	-
Equipment-Purchase	249	5,297	5,400	5,400	-	-
Events	3,989	3,974	3,100	5,500	-	-
Improvements -Buildings & Parks	7,366	-	11,500	2,000	-	-
Maintenance-Buildings & Parks	7,595	5,186	11,000	11,000	-	-
Insurance	9,032	12,202	10,700	10,700	-	-
Mayor and Council Expenses	562	-	1,000	1,000	-	-
Mileage	-	-	350	350	-	-
Miscellaneous	2,317	(268)	1,600	1,600	-	-
Parks-Youth Activities	-	-	5,000	6,500	-	-
Permits	-	207	-	250	-	-
Postage	3,892	3,370	5,825	5,825	-	-
Publication and Legal Notices	2,070	3,210	3,000	3,000	-	-
Reimbursable Expenses	-	-	-	-	-	-
Security Alarm	5,657	1,277	12,300	12,300	-	-
Software Hosting Fees	5,916	6,212	4,500	6,300	-	-
Supplies	4,646	10,781	11,000	11,000	-	-
Surety Bonds	-	-	-	-	-	-
Taxes (property taxes on leased property)	8,123	8,381	8,700	8,700	-	-
Telephone	3,564	4,246	4,600	4,600	-	-
Transit	-	-	25,000	25,000	-	-
Travel and Training	-	-	2,500	4,750	-	-
Urban Renewal Development	-	-	100,000	55,000	-	-
Utilities	4,116	4,795	4,950	4,950	-	-
Vehicle Fuel & Maintenance	-	1,738	4,000	4,000	-	-
Weapons & Ammunition	-	-	-	-	-	-
Subtotal Materials and services	294,547	351,185	614,975	664,033		
Capital Outlay						
Capital Outlay	140,000	564,338	65,000	165,000	-	-
Subtotal Capital Outlay	143,675	564,338	65,000	165,000		
Debt Service						
Barracks Building Loan	22,254	12,969	15,000	-	-	-
Subtotal Debt Service	22,254	12,969	15,000			
Transfers****						
To Water Fund	9,577	-	9,577	9,577	-	-
To SDC Fund	38,307	-	41,807	41,807	-	-
To Reserve Fund	5,000	-	5,000	5,000	-	-
Subtotal Transfers	52,884		56,384	56,384		
Contingencies	-	-	250,000	250,000	-	-
TOTAL EXPENDITURES	674,608	1,099,968	1,215,632	1,359,763		
UNAPPROPRIATED ENDING BAL	1,290,728	1,156,655	1,815,512	1,614,057		
TOTAL	1,965,336	2,256,624	3,031,144	2,973,820		

CITY OF ADAIR VILLAGE ANNUAL BUDGET
FISCAL YEAR 2024-25

CITY OF ADAIR VILLAGE ANNUAL BUDGET

	FISCAL YEAR 2024-2025				APPROVED BUDGET 2024-25	ADOPTED BUDGET 2024-25
	STREET FUND					
	ACTUAL 2021-22	ACTUAL 2022-23	ADOPTED BUDGET 2023-24	PROPOSED BUDGET 2024-25		
RESOURCES						
Beginning Fund Balance	130,879	128,020	183,477	200,000	-	-
State Highway Tax	105,801	104,636	105,000	105,000	-	-
Small Cities Allotment	98,700	-	-	-	-	-
Miscellaneous	-	-	200	200	-	-
COVID-19 Federal Funds	-	-	70,000	-	-	-
TOTAL RESOURCES	335,380	232,656	358,677	305,200	-	-
<i>Income minus Beginning Fund Balance</i>	204,501	104,636	175,200	105,200	-	-
PERSONNEL SERVICES						
Staffing	12,668	14,606	21,502	22,874	-	-
Taxes	1,324	1,554	2,959	3,139	-	-
Health Insurance	4,600	4,545	6,267	5,901	-	-
Retirement	3,620	3,779	5,816	5,959	-	-
Subtotal Personnel Services	22,213	24,485	36,545	37,873	-	-
MATERIALS AND SERVICES						
Supplies	810	179	1,200	1,200	-	-
Street Maintenance	2,300	-	10,000	10,000	-	-
Street Signs	40	419	-	-	-	-
Audit	-	-	1,500	5,426	-	-
Contract Services	21,688	-	1,500	6,600	-	-
Engineering	3,448	-	6,000	6,000	-	-
Equipment Purchase	-	-	-	-	-	-
Equipment Rental	-	-	250	250	-	-
Street Sweeping	1,950	2,550	6,000	10,000	1	-
Miscellaneous	-	-	100	100	-	-
Insurance	4,676	5,800	5,500	5,500	-	-
Utilities	13,360	14,878	14,500	14,500	-	-
Software Hosting Fees	780	868	900	1,200	-	-
Vehicle Fuel and Maintenance	-	-	-	-	-	-
Subtotal Materials & Services	49,051	24,694	47,450	60,776	-	-
CAPITAL OUTLAY						
Street Improvements	135,897	-	-	50,000	2	-
Equipment	-	-	2,500	2,500	-	-
Subtotal Capital Outlay	135,897	-	2,500	52,500	-	-
TOTAL EXPENDITURES	207,161	49,179	86,495	151,149	-	-
TRANSFERS OUT						
Transfer to Reserve Fund:						
Equipment	200	-	200	200	-	-
Total Transfer to Reserve Fund	200	-	200	200	-	-
CONTINGENCY	-	-	150,000	125,000	-	-
TOTAL APPROPRIATED	207,361	49,179	236,695	276,349	-	-
RESERVE FOR FUTURE EXPENDITURE	128,020	183,477	121,982	28,851	-	-
TOTAL	335,380	232,656	358,677	305,200	-	-

1 - Sweep 5 times per year; Added 200 homes in FY23-24, adjusted accordingly

2 - Street improvement projects generally estimated for every other year, but none for 2022-23. \$50K proposed for FY24, to partner with county

CITY OF ADAIR VILLAGE ANNUAL BUDGET
FISCAL YEAR 2024-25

CITY OF ADAIR VILLAGE ANNUAL BUDGET

**FISCAL YEAR 2024-2025
WATER FUND**

	ACTUAL 2021-22	ACTUAL 2022-23	ADOPTED BUDGET 2023-24	PROPOSED BUDGET 2024-25	APPROVED BUDGET 2024-25	ADOPTED BUDGET 2024-25
RESOURCES						
Beginning Fund Balance	639,482	(238,721)	378,292	275,000	-	-
New Connections	1,700	-	2,000	2,000	-	-
Metered Water Sales	578,204	600,762	650,000	673,228	-	-
Reconnect Fees	-	-	500	500	-	-
Outside Water Assessments	60,756	61,150	70,000	70,000	-	-
Deposits for New Service	9,945	2,636	4,000	4,000	-	-
Refunds	-	-	1,000	1,000	-	-
Fee Revenue	12,601	9,267	-	500	-	-
Miscellaneous Revenue	5,132	3,226	500	500	-	-
IFA Water Loan	-	723,334	-	-	-	-
Transfer - General Fund Debt Repayment	9,577	-	9,577	9,577	-	-
Transfer in from Reserve	-	-	-	-	-	-
FEMA Grant	-	59,757	100,000	-	-	-
TOTAL RESOURCES	1,317,397	1,221,411	1,215,869	1,036,305	-	-
<i>Income minus Beginning Fund Balance</i>	677,915	1,460,132	837,577	761,305	-	-
PERSONNEL SERVICES						
Staffing	158,088	177,772	179,926	190,392	-	-
Taxes	15,237	17,099	24,731	26,081	-	-
Health Insurance	44,723	44,694	54,628	49,729	-	-
Retirement	38,150	49,565	45,604	49,153	-	-
Subtotal Personnel Services	256,198	289,131	307,889	315,355	-	-
MATERIALS AND SERVICES						
Chemicals	15,407	23,085	25,000	25,000	-	-
Supplies	6,283	5,046	7,128	7,693	-	-
Publications and Legal Notices	-	-	100	100	-	-
System Maintenance and Repair	47,252	96,440	48,600	50,000	-	-
Travel and Training	1,391	-	3,240	3,499	-	-
Vehicle Fuel and Maintenance	17,856	10,981	10,000	10,000	-	-
Audit	7,220	8,550	12,960	14,470	-	-
Contract Services	1,413	939	25,000	17,600	-	-
Engineering Services	9,131	27,776	21,600	23,328	-	-
Equipment Maintenance	4,569	14,377	5,400	17,000	-	-
Equipment Rental/Lease	-	-	3,000	3,000	-	-
Equipment Purchase	-	6,783	4,320	7,912	-	-
Miscellaneous	153	2,132	2,000	2,000	-	-
Bank Charges-NSF	3,093	4,146	3,200	3,200	-	-
Dues	365	376	3,200	3,200	-	-
Insurance	10,457	17,488	12,200	12,200	-	-
Laboratory Analysis	2,034	3,126	5,400	3,646	-	-
Refunds	1,142	2,439	540	2,845	-	-
Permits	5,070	1,785	5,100	5,600	-	-
Postage	522	-	650	650	-	-
Utilities	23,583	30,319	30,000	30,000	-	-
Telephone	3,255	3,372	3,750	3,750	-	-
Software Hosting Fees	7,016	7,978	7,560	10,000	-	-
Subtotal Materials & Services	167,211	269,137	239,948	256,698	-	-
	ACTUAL	ADOPTED	PROPOSED	PROPOSED	APPROVED	ADOPTED
	2021-22	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
		2022-23	2023-24	2024-25	2023-24	2023-24
Water Fund - continued						
CAPITAL OUTLAY						
Building	-	-	-	-	-	-
Equipment	-	-	48,750	48,750	-	-
Water Improvements	134,716	21,146	100,000	50,000	-	-
New Pump Station	-	-	-	-	-	-
Hospital Hill Waterline Replacement (IFA)	620,808	28,762	-	-	-	-
Transmission Line Upgrade Project (FEMA)	234,972	95,931	100,000	-	-	-
FEMA covering local match	-	-	-	-	-	-
Subtotal Capital Outlay	990,496	145,839	248,750	98,750	-	-
DEBT SERVICE						
IFA Loan	139,013	139,013	140,000	140,000	-	-
IFA Loan - Safe Drinking Water Fund S22007	-	-	-	20,250	-	-
Subtotal Debt Service	139,013	139,013	140,000	160,250	-	-
TRANSFERS						
To General Fund	-	-	-	-	-	-
Equipment	3,200	-	3,500	-	-	-
Subtotal Transfers	3,200	-	3,500	-	-	-
TOTAL EXPENDITURES	1,556,118	843,119	940,087	831,053	-	-
CONTINGENCY	-	-	100,000	100,000	-	-
TOTAL APPROPRIATED	1,556,118	843,119	1,040,087	931,053	-	-
RESERVE FOR FUTURE EXPENDITURE	(238,721)	378,292	175,782	105,251	-	-
TOTAL	1,317,397	1,221,411	1,215,869	1,036,305	-	-

1 - State mandated operating permits

CITY OF ADAIR VILLAGE ANNUAL BUDGET
FISCAL YEAR 2024-25

CITY OF ADAIR VILLAGE ANNUAL BUDGET

FISCAL YEAR 2024-2025 WASTEWATER FUND						
	ACTUAL	ACTUAL	ADOPTED	PROPOSED	APPROVED	ADOPTED
	2021-22	2022-23	BUDGET	BUDGET	BUDGET	BUDGET
			2023-24	2024-25	2024-25	2024-25
RESOURCES						
Beginning Fund Balance	177,250	86,672	498,608	104,741	-	-
Tangent Contract	30,000	30,000	40,000	40,000	-	-
FEMA Region 10 Grant ER Power Project	-	-	-	245,753	-	-
Sewer User Fees	387,328	383,895	400,000	425,612	-	-
New Connections	-	-	-	-	-	-
Miscellaneous Revenues	-	(142)	1,000	1,000	-	-
Refund/Rebates	-	-	-	-	-	-
IFA Loan	859,688	1,001,406	1,498,594	600,000	-	-
OR DEQ Loan for WW	1,103	(41)	-	-	-	-
TOTAL RESOURCES	1,456,368	1,501,790	2,438,202	1,417,107	-	-
<i>Income minus Beginning Fund Balance</i>	1,279,118	1,415,119	1,939,594	1,312,365	-	-
PERSONNEL SERVICES						
Staffing	66,983	73,961	91,755	96,101	-	-
Taxes	5,962	7,384	12,644	13,191	-	-
Health Insurance	18,522	18,331	22,427	21,741	-	-
Retirement	15,246	16,394	21,589	21,508	-	-
Subtotal Personnel Services	106,714	116,070	148,415	152,542	-	-
MATERIALS AND SERVICES						
Chemicals	11,485	4,782	19,800	19,800	-	-
Supplies	2,380	455	3,500	3,500	-	-
Publications and Legal Notices	-	-	250	250	-	-
System Maintenance	34,380	51,865	45,000	50,000	-	-
Travel and Training	708	-	1,000	1,000	-	-
Vehicle Fuel and Maintenance	1,919	1,785	3,300	3,300	-	-
Audit	7,220	8,550	10,000	14,470	-	-
Contract Services	-	-	2,200	17,600	-	-
Engineering Contract	9,652	45,624	60,000	60,000	-	-
Equipment Maintenance	1,783	3,271	2,000	2,000	-	-
Equipment Rental/Lease	-	-	-	-	-	-
Miscellaneous	156	-	1,000	1,000	-	-
Bank Charges-NSF	1,844	2,376	2,000	2,000	-	-
Dues	-	-	100	100	-	-
Insurance	9,192	13,687	12,000	12,000	-	-
Laboratory Analysis	2,097	316	4,000	4,000	-	-
Refunds	762	1,626	-	-	-	-
Mileage	-	-	500	500	-	-
Permits	100	3,294	2,200	2,200	-	-
Postage	-	-	550	550	-	-
Utilities	12,334	12,984	15,000	15,000	-	-
Telephone	2,200	2,720	2,500	2,500	-	-
Software Hosting Fees	2,339	2,603	3,000	3,300	-	-
Subtotal Materials & Services	100,550	155,937	189,900	215,070	-	-
Wastewater Fund – continued	ACTUAL	ADOPTED	PROPOSED	PROPOSED	BUDGET	CITY
	2021-22	BUDGET	BUDGET	BUDGET	COMM	COUNCIL
		2022-23	2023-24	2024-25	2024-25	2024-25
CAPITAL OUTLAY						
Equipment	-	-	11,250	257,250	-	-
Wastewater Improvements	1,139,319	697,105	1,802,895	600,000	-	-
Subtotal Capital Outlay	1,139,319	697,105	1,814,145	857,250	-	-
DEBT SERVICE						
2012 DEQ WWFP Loan	22,714	34,071	30,000	-	-	-
Subtotal Debt Service	22,714	34,071	30,000	-	-	-
TRANSFERS						
To Reserve Fund	-	-	1,000	1,000	-	-
Equipment	400	-	1,000	1,000	-	-
Subtotal Transfers	400	-	1,000	1,000	-	-
TOTAL EXPENDITURES	1,369,697	1,003,182	2,183,460	1,225,862	-	-
CONTINGENCY	-	-	150,000	150,000	-	-
TOTAL APPROPRIATED	1,369,697	1,003,182	2,333,460	1,375,862	-	-
RESERVE FOR FUTURE EXPENDITURE	86,672	498,608	104,741	41,245	-	-
TOTAL	1,456,368	1,501,790	2,438,202	1,417,107	-	-

CITY OF ADAIR VILLAGE ANNUAL BUDGET
FISCAL YEAR 2024-25

CITY OF ADAIR VILLAGE ANNUAL BUDGET

FISCAL YEAR 2024-2025
STORM DRAIN FUND

	ACTUAL 2021-22	ACTUAL 2022-23	ADOPTED BUDGET 2023-24	PROPOSED BUDGET 2024-25	APPROVED BUDGET 2024-25	ADOPTED BUDGET 2024-25
RESOURCES						
Beginning Fund Balance	24,105	45,000	45,000	45,000	-	-
Storm Drain Assessments	39,094	43,000	40,000	40,000	-	-
Miscellaneous	-	200	200	200	-	-
TOTAL RESOURCES	63,199	88,200	85,200	85,200	-	-
<i>Income minus Beginning Fund Balance</i>	<i>39,094</i>	<i>43,200</i>	<i>40,200</i>	<i>40,200</i>	-	-
PERSONNEL SERVICES						
Staffing	12,343	13,696	15,442	16,538	-	-
Taxes	1,324	1,893	2,122	2,268	-	-
Health Insurance	3,706	4,411	4,581	4,202	-	-
Retirement	3,063	3,719	4,170	4,353	-	-
Subtotal Personnel Services	20,436	23,719	26,315	27,362	-	-
MATERIALS AND SERVICES						
Supplies	-	70	75	75	-	-
System Maintenance and Repair	-	1,400	1,500	1,500	-	-
Travel and Training	63	-	-	-	-	-
Vehicle Fuel & Maintenance	-	200	220	220	-	-
Audit	-	1,500	1,620	5,426	-	-
Contract Services	1,113	2,000	2,160	6,600	-	-
Equipment Rental	-	200	220	220	-	-
Banking Charges	208	-	250	250	-	-
Insurance	906	325	350	350	-	-
Software Hosting Fees	780	745	800	1,200	-	-
Subtotal Materials & Services	3,070	6,440	7,195	15,841	-	-
TOTAL EXPENDITURES	23,506	30,159	33,510	43,203	-	-
TRANSFERS						
To Reserve Fund						
Equipment	200	200	250	250	-	-
Total Transfers	200	200	250	250	-	-
CONTINGENCY	-	25,000	25,000	25,000	-	-
TOTAL APPROPRIATED	23,706	55,359	58,760	68,453	-	-
RESERVE FOR FUTURE EXPENDITURE	39,493	32,841	26,440	16,747	-	-
TOTAL	63,199	88,200	85,200	85,200	-	-
	-	-	-	-	-	-

CITY OF ADAIR VILLAGE ANNUAL BUDGET
FISCAL YEAR 2024-25

CITY OF ADAIR VILLAGE ANNUAL BUDGET

**FISCAL YEAR 2024-2025
SYSTEM DEVELOPMENT CHARGE FUND**

	ACTUAL 2021-22	ACTUAL 2022-23	ADOPTED BUDGET 2023-24	PROPOSED BUDGET 2024-25	APPROVED BUDGET 2024-25	ADOPTED BUDGET 2024-25
RESOURCES						
Beginning Fund Balance: Street -- Impr.	733,418	405,990	733,418	411,470	-	-
Beginning Fund Balance: Water (Impr. @ .95)	879,151	51,623	217,458	127,195	-	-
Beginning Fund Balance: Wastewater (Impr. @ .66)	179,369	609,655	179,369	625,330	-	-
Beginning Fund Balance: Storm Drain Improvements	78,235	150,033	78,235	151,888	-	-
Beginning Fund Balance: Parks Improvements	139,032	91,904	139,032	93,489	-	-
Beginning Fund Balance: Compliance Surcharge	1,747	1,747	1,747	1,747	-	-
Total Beginning Fund Balances	2,010,952	1,310,952	1,349,259	1,411,119	-	-
Park Improvements	-	5,480	5,480	5,480	2	-
Street Improvement Charges	-	30,265	30,265	30,265	2	-
Water Improvement Charges	-	15,675	15,675	15,675	2	-
Wastewater Improvement Charges	-	1,855	1,855	1,855	2	-
Storm Drain Improvements	-	1,585	1,585	1,585	2	-
Water Reimbursement Charges	-	85	85	85	2	-
Wastewater Reimbursement Charges	-	220	220	220	2	-
SDC fees - Other	-	4,373	4,373	4,373	1	-
Total SDC Charges	-	59,538	59,538	59,538	-	-
TRANSFERS IN						
Transfer - General Fund Debt Repayment	38,307	45,307	41,807	41,807	-	-
Total Resources	2,049,259	1,415,797	1,450,604	1,512,464	-	-
Transfers						
To General Fund	700,000	-	-	(100,000)	-	-
Total Transfers	700,000	-	-	(100,000)	-	-
TOTAL EXPENDITURES	700,000	-	-	(100,000)	-	-
RESERVE FOR FUTURE EXPENDITURE	1,349,259	1,415,797	1,450,604	1,612,464	-	-

- 1- Compliance fees cover administrative costs for the SDC program.
2- These charges include the income from 5 new residential homes.

The present SDC costs are listed below.

4/8/24 Question: Do these need to be increased?

Street Improvement Charges	\$ 1,096	
Water Improvement Charges	\$ 6,053	
Sewer Improvement Charges	\$ 3,135	
Storm Drain Improvements	\$ 371	or \$0.13 per square foot of impervious surface
Park Improvements	\$ 317	
Water Reimbursement Charges	\$ 17	
Sewer Reimbursement Charges	\$ 44	
TOTAL	\$ 11,033	
Compliance Surcharge	\$ 875	
	\$ 11,908	

CITY OF ADAIR VILLAGE ANNUAL BUDGET
FISCAL YEAR 2024-25

CITY OF ADAIR VILLAGE ANNUAL BUDGET

FISCAL YEAR 2024-2025 RESERVE FUND						
	ACTUAL	ACTUAL	ADOPTED	PROPOSED	APPROVED	ADOPTED
	2021-22	2022-23	BUDGET 2023-24	BUDGET 2024-25	BUDGET 2023-24	BUDGET 2023-24
RESOURCES						
Beginning Fund Balance	108,300	117,300	117,300	127,300	-	-
TRANSFERS IN						
General Fund	5,000	-	5,000	5,000	-	-
Street Fund	200	-	250	250	-	-
Wastewater Fund	3,200	-	1,000	1,000	-	-
Water Fund	400	-	3,500	-	-	-
Storm Drain	200	-	250	250	-	-
Total Resources	117,300	117,300	127,300	133,800	-	-
TRANSFERS OUT						
Transfer to Water Fund	-	-	-	-	-	-
Total Transfers Out	-	-	-	-	-	-
520	-	-	-	-	-	-
TOTAL TRANSFERS	-	-	-	-	-	-
RESERVE FOR FUTURE EXPENDITURE						
Equipment	-	-	5,000	-	-	-
Parks Improvements	-	-	57,500	-	-	-
Police vehicles	-	-	33,000	-	-	-
RESERVE FOR FUTURE EXPENDITURE	14,996	-	95,500	-	-	-
	102,304	117,300	31,800	133,800	-	-