



PROPOSED BIENNIAL BUDGET

FISCAL YEARS 2025-2027



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2025-2027 BY PROPOSED BUDGET

Budget Committee and City Leadership

NEWBERG CITY COUNCIL



Mayor
Bill Rosacker



District 1
Elise Yarnell Hollamon



District 2
Peggy Kilburg



District 3
Jeri Turgesen



District 4
Robyn Wheatley



District 5
Mike McBride



District 6
Derek Carmon

Appointed Budget Committee Members:

Raquel Peregrino de Brito
Judy Brown
Theodore Ebor
Alex Nichols
Ned Knight
Austin Cracraft
Elias Semenyuk (Student member)

BY 2025-2027 Budget developed by Kady Strode, Finance Director, Daniel Keuler, Accounting Manager, Jennifer Elkins, Management Analyst, and Dawn Nelson, Senior Payroll Specialist.

Budget assembly and cover creation by Emily Salsbury, Interim PIO and Graphic Design Specialist.

Data Generation and some page layouts powered by OpenGov.

City Manager:

Will Worthey

City Attorney:

James Walker (Miller Nash Graham and Dunn LLP.)

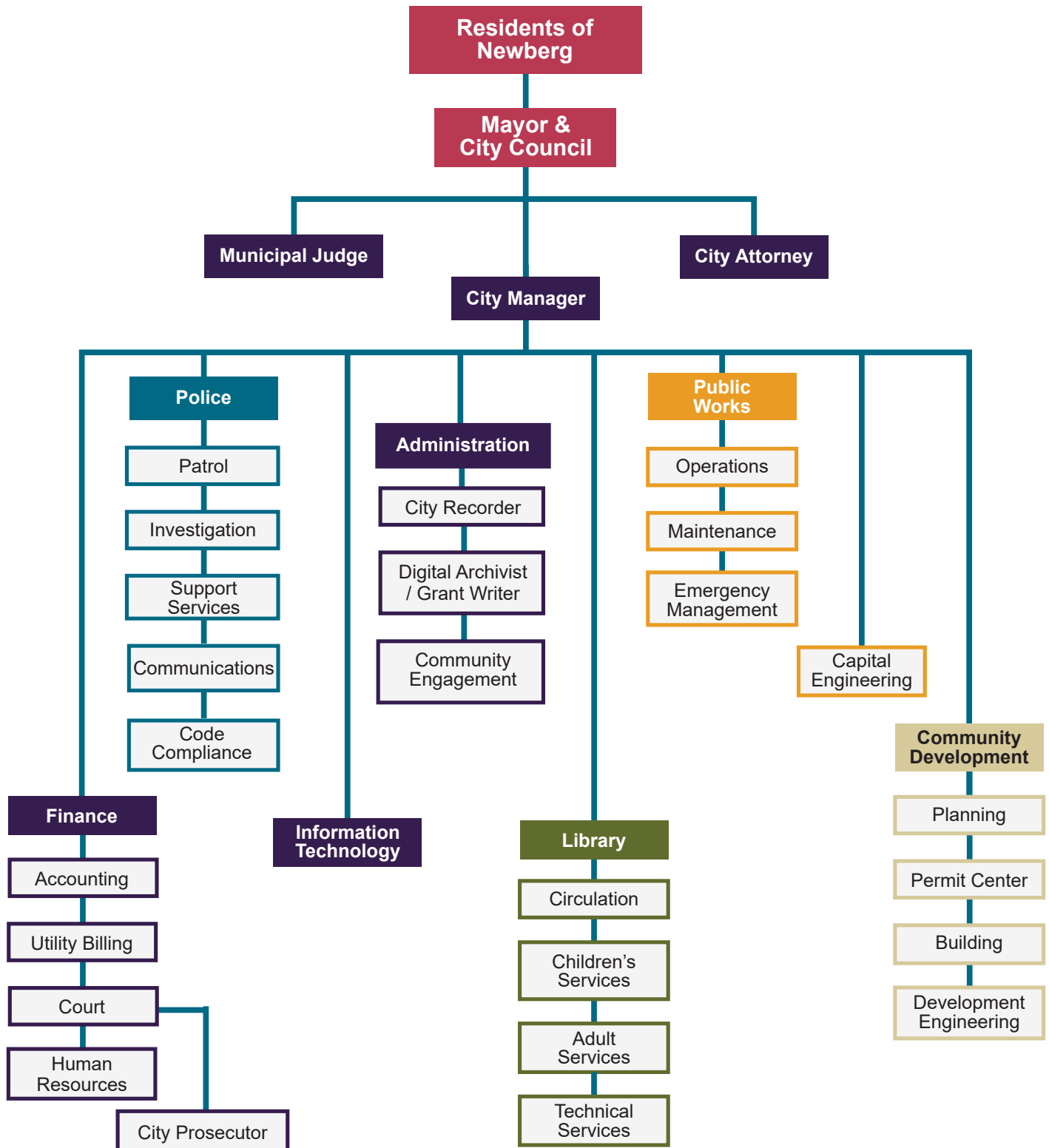
Department Heads:

Jeff Kosmicki, Police Chief
Scot Siegel, Community Development Director
Russ Thomas, Public Works Director
Kady Strode, Finance Director
Korie Buerkle, Library Director
Rachel Thomas, City Recorder
Dave Brooks, Interim IT Manager

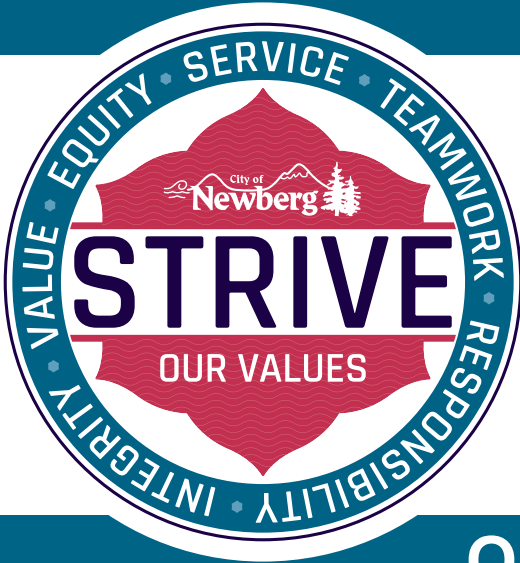
This version approved for distribution April 25, 2025



ORGANIZATIONAL CHART



OUR MISSION & VISION



MISSION

The City of Newberg serves its residents, promotes safety, and maintains a healthy community.

VISION

Newberg will cultivate a healthy, safe environment where residents can work, play, and grow in a friendly, dynamic, and diverse community valuing partnerships and opportunity.

OUR VALUES

**S
T
R
I
V
E**

SERVICE

We are of service to this community. Our decisions and actions should reflect that.

TEAMWORK

We foster a culture of mutual respect and support.

RESPONSIBILITY

We uphold and honor the community's trust through stewardship of resources.

INTEGRITY

We believe in doing the right thing, even when no one is watching.

VALUE

We aim to provide the best value services at all times.

EQUITY

We aim to recognize everyone's unique voice and take actions to make a more equitable community.

2025 CITY COUNCIL GOALS

PROJECT GOALS

These goals are of limited duration or have a set target in time or space.



Goal 1: Continue to create and maintain a high level of customer service.

- O1: Create the departmental customer service standard for each department by July 2026 (v2 of the customer service guidebook).
- O2: Continue to streamline the process for issuing building permits (implement Open Gov and other steps).



Goal 2: Identify industrial land and attract employers to encourage family wage jobs.

- O1: Make application to bring land into the urban growth boundary to zone for light manufacturing within 5 years.



Goal 3: Enhance community safety.

- O1: Work with Newberg School District to provide an additional School Resource Officer (remove after new contract is signed).
- O2: Install red light and speed cameras and other speed reduction measures within two years.



Goal 4: Create and maintain a high level of transparency with our residents in order to build trust.

- O1: Expand communication outreach in regard to regular city events and additional involvement with city businesses by the end of 2026.
- O2: Develop new streamlined council rules to institutionalize our administrative enhancements. This will include the following enhancements from the last round of council goals:
- Work sessions prior to each decision item
 - Seven-day publication schedule for council packets
 - Executive summaries on all council packet items of 100 pages or more
 - A more streamlined parliamentary procedure



Goal 5: Implement a careful and prudent fiscal policy.

- O1: Begin reducing and eventually eliminate the City's debt in a steady, prudent way without compromising the City's ability to provide essential services and functions.
- O2: Reduce elements of the municipal billing statement.
- O3: Ensure that the city has a long-term financial plan that supports its goals and objectives.
- O4: As a secondary focus to the maintenance of our existing roads we will explore the concept of converting small sections of gravel streets to modern paving.
- O5: Look for ways to fund road repair and to remove the TUF fee from utility bills.



Goal 6: Revitalize and beautify the appearance and utility of Newberg's downtown area.

- O1: In partnership with NDC, seek funding sources to implement the main street program.
- O2: Work with all stakeholders to explore the creation of a historic designation for the downtown corridor within three years.



Goal 7: Preserve the balance between the needs of the tourism industry and preserving the character of our town.

- O1: Implement and codify the new STR rules within one year.
- O2: Act as a resource to assist the community in obtaining grants to improve the city.

CONTINUOUS GOALS

These goals are intended to be kept top-of-mind as the city council creates policy and legislation.

- A: Ensure Newberg infrastructure (roads, water, city employees) is in good repair and supply.
 - Review the capital improvement projects annually.
 - Focus on road and sidewalk improvements in Districts 1 & 3.
- B: Continue with community policing partnerships (SRO youth-work, anti-addiction classes, citizen's academy and more).
- C: Look for funding sources to save and prepare for the new water treatment plant.
- D: Develop ways to help tourism and the wine industry flourish.
- E: Further strategic planning and growth with local taxing districts.



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BUDGET OVERVIEW

ABOUT THE BIENNIAL BUDGET

Overview

The publication of this budget represents a significant shift in the City of Newberg's fiscal planning by transitioning from its traditional annual budget cycle to a biennial budget cycle. This change comes as part of a broader effort to **enhance financial stability, improve long-term planning, and streamline budgeting processes**. Talks began in 2023 to discuss the biennial budget shift, and staff moved rapidly to research and plan for the logistical challenges that the change would create.

ORS 294.323(1) states that the governing body of a municipal corporation may, by resolution, provide that the budget and budget documents for the municipal corporation be prepared for a period of 24 months. Moving to a biennial budget will allow for better alignment of the city's capital projects planning and spending, align with the State's budget for known PERS rates, provide a longer-term outlook and planning capability, and will free up staff capacity for focus on other Council initiatives.

Budget Committee appointments will move to a four-year staggered term per ORS 294.414(6). In order to appropriately stagger the committee terms, appointive members whose terms end on December 31st, 2025 will be reappointed to serve one additional one-year term ending on December 31st, 2026 in order to align with the new committee appointment structure.

What's the difference?

Some of the city's processes will not change because of the shift to a two-year budget. City Council will still levy property taxes annually, supplemental budgets will continue to be released, the annual audit of city finances will continue to occur, and the Budget Committee process will remain relatively the same for approving the 2-year budget.

One major benefit of the change is the relief of annual pressure on staff to produce the budget. A two-year cycle will allow staff to focus on other strategic initiatives on the off years. It will also allow for more flexibility in spending city funds on larger-scope projects that span multiple years like those defined in the Capital Improvement Program.

Another difference is the frequency of budget committee meetings. Instead of holding several budget meetings each year, the committee will only meet to approve the budget every two years. On the off year the committee will have a mid-point check-in, but this meeting is not intended for decision-making.

Official Resolution

At the end of 2024 the City Council voted to approve Resolution 2024-3947, establishing the biennial budget cycle. This action also included an Ordinance to update the city code with relevant references to the two-year budget cycle.

Next Steps

Continued education for staff, council, and the public will ensure transparency and accountability in the city's budget. It is extremely important to the City of Newberg that the budget is easy to access and understand.

THE BUDGET ROADMAP

JANUARY

Budget Change Requests due from department leadership.



FEBRUARY-APRIL

Finance department works with leadership to develop 4-year financial forecast and budget book.



APRIL-MAY

Proposed Budget book presented to the Budget Committee for review.



JUNE

Budget presented to City Council for approval.



JULY

New biennial budget cycle begins every odd-numbered year with a check-in every even-numbered year.



BUDGET MESSAGE

Well met,

For the third year running I am delighted to let our residents know that the City of Newberg continues to operate a fiscally conservative budget free from deficit or deficit risks (structural or otherwise). At a time when other cities are openly talking about financial crises or clamoring to add payroll taxes and other fixes to their broken budgets, we continue to steer the ship with judicious care, and wisely weigh up each and every purchase made with our tax payers' hard-earned money.

This budget not only brings some big efficiencies in how we craft the budget itself; it also marks the end of three years of administrative reforms that were initiated at the end of 2021. These reforms brought us eighteen internal enhancements including a new staff manual, a new Emergency Operations Plan, new accounts payable software / processes and more importantly a new standard for ethics based upon our STRIVE model. Starting from last year a two-year budget model was put into effect to help us make the right choices in years to come. None of this could have been achieved without the support of our City Council and staff – truly a team effort has gotten us to where we are today. This year also saw the publication of the 2nd update to our council goals brought about by our hard-working council.

By the time you read this the era of internal reform will have been completed with the new and user-friendly city website deployed (February 2025) and the new OpenGov permit platform rolled out (April 2025), all of this bringing us massive strides in customer service. We have done all of this while holding down staffing to deal with labor costs that have grown by 9% per year for the **same staffing level**. This has been driven by massive increases in pension and medical insurance costs. With extreme discipline we have held the line on our budget despite these headwinds.

You will note that this year is **the first biennial budget in the history of Newberg**. We have gone to 24-months rather than 12-month budget cycles for many reasons. Most significantly are the 7000 plus staff hours involved in the budget process that can be saved bi-annually, and a better alignment with the Capital Improvement Program (CIP). This shift will allow us more time on the off years to work on other projects. The first of these projects is going to be a more efficient rates model.

So, what's next for our award-winning and fiscally conservative city?

With ever-growing confidence, we are now pivoting to focus on the City's Capital Improvement Program (CIP) and road repairs. In 2025 and 2026 we will be doing twice as much road re-surfacing per year as we did in the period from 2022 to 2024. We have also taken a very close look at our capital improvement list and removed all but the most critical projects in line with our current staff capacity. We anticipate that this reduced list will be dealt with more quickly and will open the door to a re-design of the rates model in 2026. This will finally allow us to add a few more much-needed public works staff. Critically, ***this will also control the amount residents have to pay on the rates themselves.***

Lastly with the roll out of the new website and Open Gov permitting software you will be receiving frequent updates on what we are doing with our tax payers' money. Our objective is to show even our toughest critics just how hard this staff works and the amazing things we do with our limited revenue.

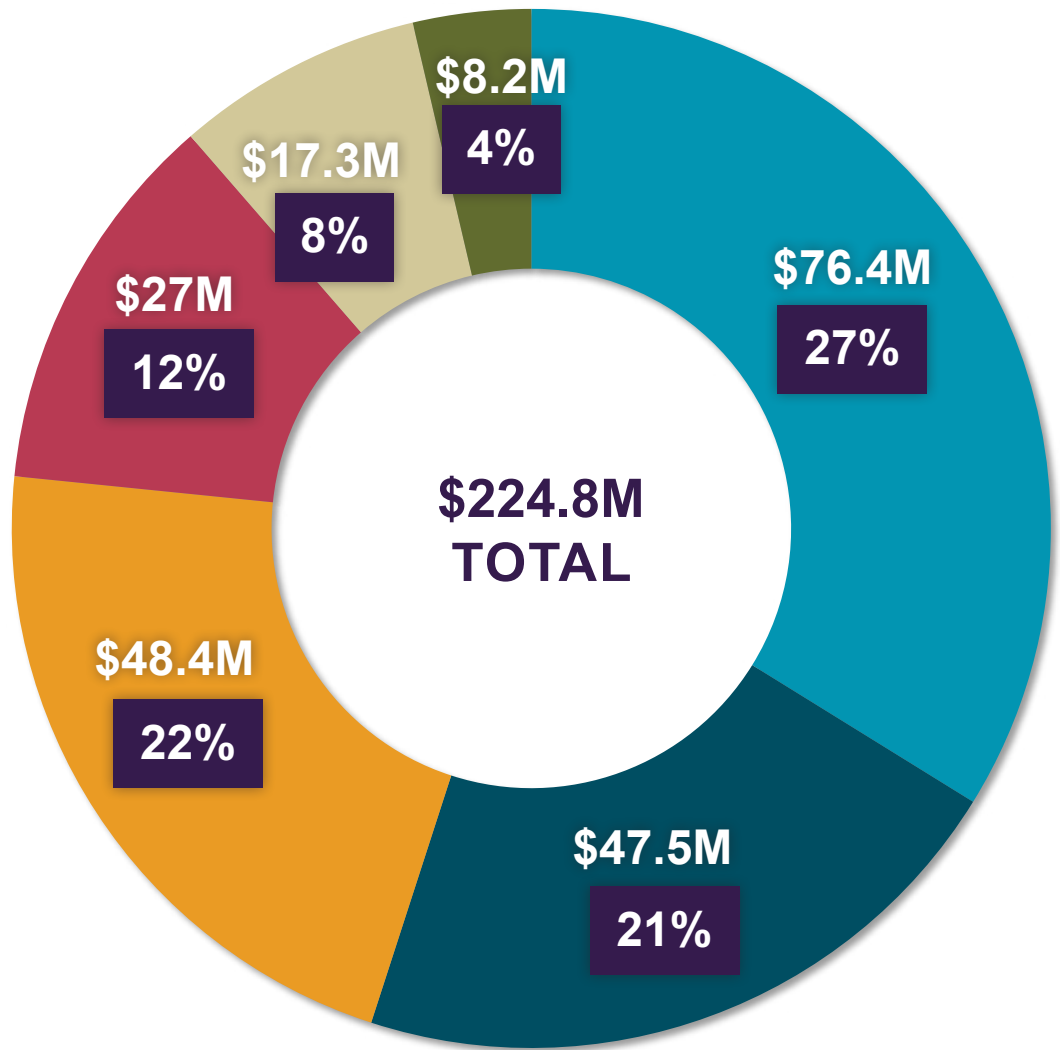
I and my family love living here and I continue to believe that by leaning in together we can keep Newberg what it has always been - **a great place to grow.**

Be mighty!

A handwritten signature in black ink, appearing to read 'WE' followed by a stylized surname.

W. E. Worthey
City Manager





Beginning Balances - \$76.4M

Cities carry over beginning balances from year to year for a variety of reasons. The beginning balance includes reserves we have to support seasonal variations, funds for future capital projects, and emergency funds.

Providing Services - \$47.5M

This is the money we receive for providing services. It includes residents and businesses paying for water, wastewater, permit fees, business licenses, and more.

Property Taxes - \$17.3M

18.3% of property taxes that businesses and residents pay goes to the City for services. You can see where the rest of this money goes by looking at the fund summaries in this document.

Internal Charges for Services - \$48.4M

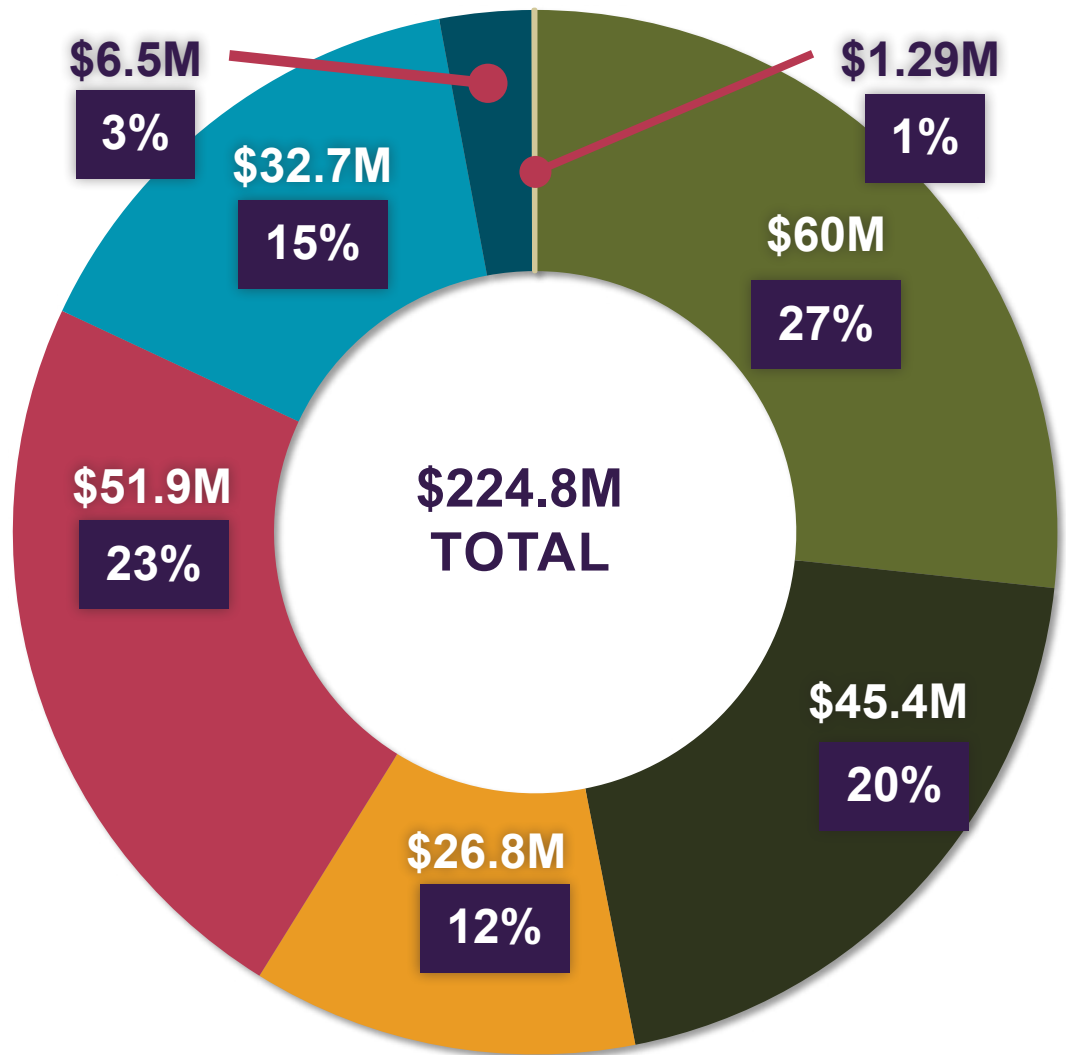
This money represents the services our internal services provide to one another. This includes things like vehicle services, technology, and more.

Payments from other Governments - \$8.2M

This includes grants and contracts for services we provide to other cities, such as the contract with Dundee for police services.

Miscellaneous Other Revenues - \$27M

All the little stuff that adds up to become revenue for the City. Mainly franchise fees we receive.



Contingencies and Reserves - \$60M

We set aside money for contingencies and reserves every year to fund future improvement projects and provide emergency funds for the City

Personnel Services - \$51.9M

Personnel services includes the wages we pay for all of our employees as well as benefits and costs for recruitments.

Materials and Services + Insurance - \$45.4M

This expense includes purchased goods and services such as contracting with consultants to produce drafted plans.

Capital Outlay - \$32.7M

Capital outlay includes purchasing the equipment and vehicles we need to do our job, as well as maintenance of our City facilities.

Internal Payments to Other Funds - \$26.8M

These payments are made between departments for services provided, such as the City paying their own municipal services bills, paying for admin support between departments, and the cost of network upgrades.

Debt Service - \$6.5M

Debt services includes principal and interest payments we pay on outstanding borrowings and loans at the City.

Special Payments - \$1.29M

Our special payments expenses includes grants and incentive programs either offered by the City, or ones that we contribute to, such as Yamhill County Housing Authority Grants.

CITY-WIDE FINANCIAL OVERVIEW

City-Wide Financial Overview

	2024 ADOPTED BUDGET	2025 ADOPTED BUDGET		
	FY2024	FY2025	PROPOSED BY 2025-2027	% Change
Current Revenue				
Beginning Balances	\$69,557,986	\$75,927,013	\$76,032,731	0.14%
Property Taxes	\$6,967,191	\$7,601,644	\$17,347,405	19%
Payments from other Governments	\$1,445,617	\$1,665,270	\$3,192,925	3%
Other Taxes	\$2,632,257	\$2,700,101	\$5,051,370	-5%
Providing Services	\$21,181,764	\$22,230,378	\$47,583,991	10%
Miscellaneous	\$16,652,279	\$12,955,101	\$27,005,750	-9%
CURRENT REVENUE TOTAL	\$118,437,094	\$123,079,507	\$176,214,172	-27%
Internal Charges				
Internal Charges	\$21,702,990	\$20,637,287	\$48,596,028	15%
INTERNAL CHARGES TOTAL	\$21,702,990	\$20,637,287	\$48,596,028	15%
Total Resources	\$140,140,084	\$143,716,794	\$224,810,200	-21%
Operating Budget				
PERSONNEL SERVICES	\$23,447,242	\$23,977,893	\$51,961,141	10%
MATERIALS AND SERVICES	\$18,421,978	\$20,308,218	\$43,846,566	13%
OPERATING BUDGET TOTAL	\$41,869,220	\$44,286,111	\$95,807,707	11%
Expenses				
CAPITAL OUTLAY	\$5,419,283	\$7,940,861	\$10,430,537	-22%
DEBT SERVICE	\$3,554,779	\$3,567,576	\$6,520,549	-8%
SPECIAL PAYMENTS	\$1,068,298	\$240,530	\$100,000	-92%
INSURANCE	\$672,010	\$771,960	\$1,602,888	11%
CAPITAL PROJECTS	\$14,631,995	\$11,627,766	\$23,490,774	-11%
EXPENSES TOTAL	\$25,346,365	\$24,148,693	\$42,144,748	-15%
Transfers				
TRANSFERS	\$13,268,512	\$11,708,071	\$26,814,542	7%
TRANSFERS TOTAL	\$13,268,512	\$11,708,071	\$26,814,542	7%
Reserves / Unappropriated F/B				
RESERVES/CONTINGENCIES	\$59,655,987	\$63,573,919	\$60,043,203	-6%
RESERVES / UNAPPROPRIATED F/B TOTAL	\$59,655,987	\$63,573,919	\$60,043,203	-51%
Total Requirements	\$140,140,084	\$143,716,794	\$224,810,200	-21%

PERSONNEL FTE SUMMARY

Historical FTE Counts by Dept

Department	FY2023	FY2024	FY2025	BY2025-27
FTE Count				
City Attorney's Office	2.3	0.3	0.3	0.6
City Manager's Office	1	2	1	1.2
City Recorder	1.5	1.5	2	6
Code Compliance	0	1	1	2
Communications	10	10	10	20
Community Engagement	1	0.75	1	2
Finance/Court	8.7	9.7	10	20
General Government	0	0	0	0
Human Resources	1.7	1.7	1.7	4.95
Information Technology	6	6	7	14
Library	13.03	13.03	13	27
Planning/Building	11.8	11.05	10	22
Police	39	39	39	80
Public Works	48.76	55.01	52	94.8
FTE COUNT	144.79	151.04	148	294.55





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GENERAL FUND(01)



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GENERAL FUND (01)

BY2025-2027 OPERATING BUDGET

FUND DESCRIPTION

The General Fund is the primary operating fund of the City including general government, municipal court, police and communication services, library and planning.

General Fund revenues are unrestricted in use and largely consist of property taxes, state shared revenues, franchise fees, licenses, permits and court fines.



FTE COUNT

General Fund Total FTEs 25.27

Department Category Description	FY2026	FY2027
Allocated FTE Count		
POLICE ADMINISTRATION	3	3
LIBRARY SERVICES	13.5	13.5
PATROL	26	26
CODE COMPLIANCE	1	1
DEVELOPMENT ENGINEERING	1.1	1.1
INVESTIGATIONS	6	6
MUNICIPAL COURT	2	2
PLANNING	4.9	4.9
SUPPORT SERVICES (PD)	2	2
POLICE COMMUNICATIONS	5	7
ALLOCATED FTE COUNT	64.5	66.5

RESOURCES

(01) General Fund

	ACTUALS		ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
Beg F/B-Net Wrkg Capital	\$5,011,472	\$5,385,463	\$5,132,263	\$5,180,546
Revenues				
01-0000-310000 - Current Year Taxes	\$6,201,597	\$6,645,740	\$6,973,949	\$15,929,480
01-0000-311000 - Prior Year Taxes	\$136,905	\$142,340	\$183,525	\$412,050
01-0000-320001 - Franchise Fee-Cable	\$224,812	\$200,538	\$257,250	\$569,230
01-0000-320002 - Franchise Fee-Garbage	\$264,008	\$272,179	\$231,000	\$511,642
01-0000-320003 - Franchise Fee-Gas	\$286,763	\$345,365	\$262,500	\$743,230
01-0000-320004 - Franchise Fee-Electricity	\$1,072,927	\$1,193,281	\$1,126,574	\$3,100,860
01-0000-320005 - Franchise Fee-Phone	\$36,576	\$37,697	\$31,500	\$69,770
01-0000-321004 - Business Licensing, Taxes, & Fees	\$1,725	\$1,975	\$1,000	\$80,000
01-0000-321005 - Local Taxes	\$153,838	\$151,766	\$169,800	\$283,868
01-0000-322009 - Community Development	\$680,815	\$414,707	\$462,000	\$970,000
01-0000-334027 - Police Grants	\$70,930	\$42,000	\$43,000	\$90,000
01-0000-334034 - Grants	\$111,099	-	-	\$32,000
01-0000-334060 - Miscellaneous Grants	-	-	\$35,000	\$0
01-0000-335003 - State Liquor Taxes	\$502,887	\$485,807	\$562,380	\$834,300
01-0000-335004 - State Cigarette Taxes	\$18,756	\$17,071	\$20,160	\$27,636
01-0000-335005 - State Marijuana Tax	\$36,906	\$42,406	\$20,800	\$76,426
01-0000-335006 - State Revenue Sharing	\$312,468	\$305,565	\$316,008	\$533,180
01-0000-336001 - City Contracts	\$30,168	\$19,539	-	\$0
01-0000-336003 - Dundee Communications	\$0	-	\$58,345	\$123,786
01-0000-336004 - Dundee Police Contract	\$488,854	\$559,960	\$529,614	\$1,123,630
01-0000-338000 - Reimbursements	\$41,093	\$64,942	\$35,000	\$110,000
01-0000-338007 - School District CET Admin Fee	\$2,521	\$1,538	\$2,582	\$3,030
01-0000-338008 - Parks SDC Admin Fee	\$30,094	\$16,337	\$41,483	\$64,575
01-0000-338009 - School District-SRO	\$35,000	\$265,000	\$265,000	\$408,000
01-0000-341000 - Temporary Retail Licenses	-	-	\$100	\$200
01-0000-341001 - Forensic Services	\$27,550	\$29,115	\$35,000	\$85,000
01-0000-341002 - Police Reports and Other Fees	\$7,112	\$7,089	\$7,000	\$21,525
01-0000-341003 - Planning/Subdivision Fees	\$195,670	\$113,754	\$100,000	\$420,000
01-0000-341005 - Permit Center Document Sales	\$20	-	\$100	\$200
01-0000-341006 - Technology Fee	\$10,579	\$6,013	\$15,000	\$60,000
01-0000-342001 - Newberg Dog Licenses	\$10,040	\$4,994	\$15,000	\$14,000
01-0000-346001 - Library Fines, Fees, Copies	\$6,606	\$5,575	\$3,700	\$12,000
01-0000-346003 - Library Foundation	\$4,234	\$3,921	\$3,000	\$10,000
01-0000-346004 - CCRLS Reimbursement	\$112,799	\$107,788	\$160,571	\$330,939
01-0000-346005 - Non-Resident Library Cards	\$1,600	\$1,822	\$1,500	\$3,000
01-0000-348000 - User Fees	\$3,670	\$4,217	\$5,000	\$10,000
01-0000-351000 - Court Fines/Receipts	\$440,870	\$474,477	\$450,000	\$1,030,000
01-0000-351001 - Court Improvement Fees	\$2,192	\$546	\$2,000	\$2,000
01-0000-351003 - Alarm Fees	\$3,650	\$3,650	\$3,500	\$10,000
01-0000-351004 - Peer Court	\$1,036	\$2,589	\$1,500	\$3,000
01-0000-351005 - Court Appointed Attorney Reimb	\$1,182	\$4,553	\$3,000	\$5,000
01-0000-351006 - Traffic School Fee	\$41,387	\$54,195	\$45,000	\$210,000
01-0000-351008 - Photo Red Light	-	\$87	\$250,000	\$500,000
01-0000-351010 - Opioids Settlement	\$154,247	\$175,056	\$82,000	\$80,000
01-0000-360000 - Miscellaneous Revenues	\$6,285	\$62,362	\$13,000	\$85,000
01-0000-361000 - Interest Earned	\$111,554	\$223,849	\$203,000	\$400,000
01-0000-361004 - Interest-Other Investments	-\$44,689	\$209,323	-	\$0
01-0000-364000 - Sale Of Assets	\$54,282	\$19,544	\$245,000	\$600,000
01-0000-370700 - Internal Rev-Franchise Fee	\$1,337,395	\$1,510,443	\$1,446,087	\$3,196,847
01-0000-390019 - Transfer In-Transient Lodging	\$909,746	\$942,667	\$1,114,783	\$1,997,936
REVENUES TOTAL	\$14,139,757	\$15,193,383	\$15,833,311	\$35,183,340
Total Resources	\$19,151,229	\$20,578,846	\$20,965,574	\$40,363,886

REQUIREMENTS

9170 - Transfers

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
TRANSFERS				
TRANSFERS				
01-9170-909000 - Transfer Out-Debt Service	\$372,575	\$372,575	\$372,575	\$1,040,000
TRANSFERS TOTAL	\$372,575	\$372,575	\$372,575	\$1,040,000
TRANSFERS TOTAL	\$372,575	\$372,575	\$372,575	\$1,040,000

9180 - Reserves

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
RESERVES/CONTINGENCIES				
RESERVES/CONTINGENCIES				
01-9180-800000 - Contingency	-	-	\$2,134,359	\$2,353,705
01-9180-800002 - Contingency/Reserves - Assigned	\$0	-	\$512,541	\$631,987
01-9180-800003 - Contingency/Reserves - Assigned	-	-	\$3,171	\$3,171
01-9180-800004 - Contingency/Reserves - Assigned	-	-	\$738	\$0
01-9180-800005 - Contingency/Reserves - Assigned	-	-	\$264	\$264
01-9180-800007 - Contingency - Sinking Fund	-	-	\$1,035,897	\$0
RESERVES/CONTINGENCIES TOTAL	\$0	-	\$3,686,970	\$2,989,127
RESERVES/CONTINGENCIES TOTAL	\$0	-	\$3,686,970	\$2,989,127

- 800000 - Contingency
- 800002 - Contingency - Assigned to Police Capital
- 800003 - Contingency - Assigned to Court Capital
- 800004 - Contingency - Assigned to Library Capital
- 800007 - Contingency - Sinking Fund

Total Requirements

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
TOTAL REQUIREMENTS	\$13,765,765	\$15,446,584	\$20,965,574	\$40,363,886



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GENERAL GOVERNMENT

DEPARTMENT DESCRIPTION

General government provides the resources for the Mayor and City Council to lead the City through goal development, policy discussion and decisions, and community consensus building. The funds allocated cover membership in the League of Oregon Cities, Mid-Willamette Valley Council of Governments, Oregon Government Ethics assessment as well as supplies and equipment, travel, and training needs.

Significant Changes

The biennial budget continues to plan for the council training opportunities and community support line items.



EXPENDITURE SUMMARY

1110 - General Government

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
SALARIES & WAGES				
SALARIES AND WAGES	\$17,995	\$17,800	\$18,000	\$37,800
SALARIES & WAGES TOTAL	\$17,995	\$17,800	\$18,000	\$37,800
BENEFITS				
01-1110-440000 - Misc Fringe Benefits	–	–	–	\$152
01-1110-441000 - FICA/Medicare	\$1,377	\$1,362	\$1,377	\$2,892
01-1110-442000 - Workers Compensation	\$85	\$111	\$72	\$0
01-1110-443000 - Unemployment/Transit Tax	\$18	\$17	\$18	\$38
BENEFITS TOTAL	\$1,479	\$1,490	\$1,467	\$3,082
PERSONNEL SERVICES TOTAL	\$19,474	\$19,290	\$19,467	\$40,882
MATERIALS AND SERVICES				
MATERIALS AND SERVICES				
01-1110-510000 - Office Supplies	\$434	\$437	\$500	\$1,000
01-1110-515000 - Printing & Advertising	\$50	\$1,767	\$150	\$300
01-1110-520000 - Dues & Meetings	\$34,879	\$35,413	\$38,000	\$76,000
01-1110-520005 - Mayor's Expenses	\$1,611	\$1,018	\$2,000	\$4,000
01-1110-520006 - Council/Committee Purchases	\$86	\$692	\$1,000	\$2,000
01-1110-520008 - Recognition	\$41	\$230	\$500	\$1,000
01-1110-523000 - Supplies & Equipment	\$349	\$1,117	\$1,000	\$2,000
01-1110-525000 - Travel & Training	\$641	\$530	\$2,000	\$4,000
01-1110-540000 - Utilities	\$206	\$198	\$183	\$366
01-1110-580000 - Professional Services	\$2,800	\$10,838	\$20,000	\$65,000
01-1110-590000 - Internal Chrg-Admin Support Sv	\$209,775	\$171,697	\$202,752	\$342,953
01-1110-592000 - Community Support	\$7,003	\$2,976	\$17,000	\$57,000
01-1110-592003 - Opioid Settlement Pass-through	\$152,247	\$25,805	–	\$0
01-1110-592300 - Transit Services	\$19,800	–	\$20,000	\$40,000
MATERIALS AND SERVICES TOTAL	\$429,921	\$252,718	\$305,085	\$595,619
MATERIALS AND SERVICES TOTAL	\$429,921	\$252,718	\$305,085	\$595,619

GENERAL FUND (01)

MUNICIPAL COURT



DEPARTMENT DESCRIPTION

The Municipal Court Department acts as the judicial function of the City by handling municipal code offenses, misdemeanor crimes, and traffic violations cited by the Newberg-Dundee Police Department.

Significant Changes:

During the biennium the department will be working with the Police department to help implement the new e-ticketing software as well as processing all red-light camera citations when the program is up and running. This directly aligns with Council Goal 3: Enhance community safety; O2: Install red-light and speed cameras and other speed reduction measures within two years.

FTE COUNT

FTE Court 25.27

Position Name	FY2026	FY2027
Allocated FTE Count		
Court Clerk II	1	1
Court Administrator	1	1
ALLOCATED FTE COUNT	2	2

EXPENDITURE SUMMARY

1510 - Municipal Court

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
SALARIES & WAGES				
SALARIES AND WAGES	\$142,511	\$157,580	\$173,952	\$368,833
SALARIES & WAGES TOTAL	\$142,511	\$157,580	\$173,952	\$368,833
BENEFITS				
01-1510-440000 - Misc Fringe Benefits	–	–	–	\$1,476
01-1510-441000 - FICA/Medicare	\$10,818	\$11,973	\$13,308	\$28,217
01-1510-442000 - Workers Compensation	\$468	\$850	\$905	\$222
01-1510-443000 - Unemployment/Transit Tax	\$166	\$183	\$174	\$369
01-1510-444000 - Retirement - PERS	\$3,654	\$528	\$7,774	\$22,741
01-1510-444001 - Retirement-Principal	\$41,687	\$47,608	\$50,337	\$115,352
01-1510-444002 - Retirement-Pension Bond	\$1,061	\$158	\$2,485	\$5,381
01-1510-445000 - Health/Life/LTD	\$25,706	\$43,209	\$55,193	\$123,708
BENEFITS TOTAL	\$83,560	\$104,508	\$130,176	\$297,466
PERSONNEL SERVICES TOTAL	\$226,071	\$262,088	\$304,128	\$666,299
MATERIALS AND SERVICES				
MATERIALS AND SERVICES				
01-1510-510000 - Office Supplies	\$863	\$1,925	\$2,000	\$4,000
01-1510-515000 - Printing & Advertising	\$954	–	\$800	\$1,600
01-1510-520000 - Dues & Meetings	\$154	–	\$250	\$500
01-1510-525000 - Travel & Training	\$1,711	\$1,169	\$3,501	\$6,470
01-1510-532000 - Bank Fees	\$10,533	\$18,486	\$20,000	\$40,000
01-1510-533000 - Contractual Services	\$511	\$439	\$600	\$0
01-1510-533031 - Peer Court	–	–	\$1,500	\$3,000
01-1510-533045 - Maintenance Agreements	\$2,709	\$15,915	–	\$0
01-1510-590000 - Internal Chrg-Admin Support Sv	\$131,045	\$165,501	\$199,767	\$384,525
01-1510-594000 - Court Apptd Atty Fees	\$2,214	\$4,200	\$4,500	\$9,000
01-1510-595000 - Court/Prosecution Expenses	\$5,339	\$5,243	\$7,920	\$13,460
01-1510-595001 - Court Improvement	\$318	\$508	\$500	\$1,000
MATERIALS AND SERVICES TOTAL	\$156,352	\$213,384	\$241,338	\$463,555
MATERIALS AND SERVICES TOTAL	\$156,352	\$213,384	\$241,338	\$463,555

POLICE DEPARTMENT

DEPARTMENT DESCRIPTION

The Newberg-Dundee Police Department (NDPD) Administration is comprised of the Chief of Police, two Captains, one Administrative Sergeant, and one Administrative Assistant who oversee a full-service, contemporary police agency. In FY 2022, the Public Safety Technology Manager became a sworn officer, bringing the department's authorized strength to 36.00 FTE sworn police officers. The technology manager liaisons between IT and the police department for technological strategies as well as managing technology grants. This position will also be working part time in the computer forensic lab.

The department also consists of two records-evidence staff who support the Patrol Division and the Special Investigations Division (Detectives/ Computer Forensics). The department is currently operating at full staffing with no vacant positions.



The NDPD has been accredited since 2004, which is a significant accomplishment considering it requires the agency to be evaluated every three years with over 103 recognized standards for the law enforcement profession, as adopted by the Oregon Accreditation Alliance for Law Enforcement. According to Safewise.com the cities of Newberg and Dundee were ranked 6th safest in Oregon for 2023.

NDPD is proud of the multiple community outreach programs we operate throughout the year. They include, but are not limited to, Shop with a Cop, Plane Pull, Polar Plunge (Special Olympics fundraisers), Safety Town, Kids Fair, Citizen Police Academy, Vacation Home Check program, Unidos Newberg – NDPD, I'll Be Your Friend Anti-bullying Campaign, Suicide Prevention Program, Breast Cancer Awareness Month, National Night Out, and Police Internships. This budget continues these partnerships and supports the achievement of City Council Goal 3, to enhance community safety by continuing with our community policing partnerships.

Additionally, members of the Department achieve the above stated goal by participating on committees and advisory boards that support NDPD or include a NDPD representative such as the Providence Newberg Medical Center Citizen Advisory Council, Unidos Newberg Latino Community Leadership – ND Police Coalition, Rotary, Family Justice Center, and the Newberg-Dundee Police Foundation.



The Department has multiple specialized teams and/or functions to provide resolute services to the Newberg-Dundee community. These specialized units include the Mental Health Resource Team (MHRT), Canine Team, Domestic Violence Response, Traffic, School Resource Officer (SRO), Community Outreach Program, Computer Forensics, Firearms, Reality-based Training, Honor Guard, Reserve Officer Program, Field Training Evaluation Program (FTEP), Public Information Officer (PIO), Emergency Vehicle Operations Course (EVOC), Operation Safe Schools. In 2022 we added Body Worn Cameras (BWC) to improve transparency, and in 2023 we implemented a drone team with officers who are trained and certified by the FAA to operate them.

The Patrol Team provides 24-hour service and protection to the community and is the most active and visible component of the police department. The department currently has 16 uniformed patrol officers that work a three-month rotation covering day, afternoon, and night shifts. This group is supervised by four uniform sergeants and two uniform corporals who are also assigned to rotating shifts. Additionally, the patrol team is supported by two traffic officers, two K9 officers, and two school resource officers.

In 2023 NDPD added a 2nd dedicated school resource officer for the district. These officers provide vital services to students and school staff within the district. This additional SRO was made possible by the Newberg City Council, CM Worthey, and the School Superintendent. With this additional SRO we have double the safety and security of our schools. This additional SRO accomplishes council goal 3.



The Newberg-Dundee Special Investigations Unit (SIU) is comprised of four detectives and reports directly to a Captain. SIU is responsible for the investigation of all major crimes such as sex abuse, child abuse, child pornography, computer crimes, fraud, burglaries, robberies, deputy medical examiners, felony assaults, and homicides. Assignments are generally divided into four categories: person crimes, property crimes, computer crimes, and drugs.

The Newberg-Dundee Police Department supports the only Computer Forensics investigators in Yamhill County which has proven to be a vital investigation component and benefit to the community. Computers play a prominent role in the daily activities for most individuals and in our society. Digital electronics and the internet have created a new challenge for law enforcement across the country and worldwide. Criminals are using digital instruments to facilitate and commit criminal activity while creating complexities for law enforcement to investigate, apprehend, and arrest suspects.

The department Support Services staff maintains, files, distributes, and purges police records. The unit responds to public records requests for case reports, including video and audio recordings. Additionally, they respond to subpoenas and requests for legal discovery.

The staff conducts background records checks, files FBI statistics, and processes evidence and found property. The unit maintains the security card access system for the city and monitors records and training for Criminal Justice Information Services (CJIS) compliance. This unit also ensure that the department complies with state and federal records reporting requirements.



Significant Changes

- In 2022 the department deployed Body Worn Cameras. This program has proved to be invaluable in promoting transparency during police contacts. This continues to align with Council Goal 3: Enhance community safety as well as Council Goal 4: Create and maintain a high level of transparency with our residents in order to build trust.
- NDPD added drones and a team of officers to operate them. In order to be a drone pilot officers are required to pass a certification course approved by the Federal Aviation Administration (FAA). This valuable resource allows officers to have eyes on a scene and maintain a safe distance which limits the exposure to serious threats among other uses.
- Last year the department added a chaplain program that is both inward to the department and outward facing to the public. The Chaplaincy program dovetails into our peer support program, Responder Life.
- In partnership with the Newberg School District, NDPD was able to create a second SRO program to connect with out youth. The second SRO position primarily works with middle and elementary school children and teaches the “New DARE” program to all the 5th graders in the district. This also aligns with Council Goal 3: Enhance community safety; O1: Work with Newberg School District to provide an additional School Resource Officer.
- In 2025 NDPD will be implementing an E-ticketing program for traffic and criminal citations.
- In 2025 NDPD will add an additional FTE Entry Level Officer as part of future succession planning.

FTE COUNT

FTE Police 01 25.27

Position Name	FY2026	FY2027
Allocated FTE Count		
Records/Evidence Technician	2	2
Police Chief	1	1
Code Compliance Officer	1	1
Police Sergeant	5	5
Police Administrator	1	1
Public Safety Technology Manager	1	1
Forensic Detective	1	1
Police Captain - Investigation	1	1
Police Detective	4	4
Police Officer	18	18
Police Corporal	2	2
Police Captain - Patrol	1	1
ALLOCATED FTE COUNT	38	38

EXPENDITURE SUMMARY

2110 - Police Administration

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
SALARIES & WAGES				
SALARIES AND WAGES	\$362,144	\$427,773	\$405,763	\$864,417
SALARIES & WAGES TOTAL	\$362,144	\$427,773	\$405,763	\$864,417
BENEFITS				
01-2110-440000 - Misc Fringe Benefits	–	–	–	\$3,459
01-2110-441000 - FICA/Medicare	\$26,891	\$31,987	\$27,366	\$65,522
01-2110-442000 - Workers Compensation	\$7,547	\$9,436	\$10,013	\$15,439
01-2110-443000 - Unemployment/Transit Tax	\$390	\$480	\$406	\$866
01-2110-444000 - Retirement - PERS	\$80,975	\$97,693	\$85,937	\$215,411
01-2110-444001 - Retirement-Principal	\$43,537	\$50,115	\$49,700	\$115,368
01-2110-444002 - Retirement-Pension Bond	\$12,457	\$13,466	\$15,062	\$31,566
01-2110-445000 - Health/Life/LTD	\$85,779	\$87,089	\$93,144	\$205,480
BENEFITS TOTAL	\$257,575	\$290,266	\$281,628	\$653,111
PERSONNEL SERVICES TOTAL	\$619,720	\$718,039	\$687,391	\$1,517,528
MATERIALS AND SERVICES				
MATERIALS AND SERVICES				
01-2110-510000 - Office Supplies	\$4,046	\$4,449	\$8,500	\$17,000
01-2110-511000 - Postage	\$993	\$569	\$500	\$1,000
01-2110-515000 - Printing & Advertising	\$6,702	\$10,457	\$4,000	\$8,000
01-2110-520000 - Dues & Meetings	\$2,372	\$2,888	\$2,000	\$4,000
01-2110-520003 - Recruitment Expense	\$3,075	\$190	–	\$0
01-2110-523000 - Supplies & Equipment	\$0	\$228	–	\$0
01-2110-525000 - Travel & Training	\$5,439	\$7,181	\$5,000	\$10,000
01-2110-533045 - Maintenance Agreements	\$9,281	\$9,407	–	\$0
01-2110-540000 - Utilities	\$6,107	\$5,464	\$1,000	\$2,000
01-2110-551000 - Books & Publications	–	\$487	\$1,000	\$2,000
01-2110-563000 - Vehicle Maintenance	\$414	–	–	\$0
01-2110-580000 - Professional Services	\$6,151	\$1,841	\$6,500	\$13,000
01-2110-590000 - Internal Chrg-Admin Support Sv	\$1,458,358	\$1,696,685	\$2,043,553	\$3,613,198
MATERIALS AND SERVICES TOTAL	\$1,502,940	\$1,739,847	\$2,072,053	\$3,670,198
MATERIALS AND SERVICES TOTAL	\$1,502,940	\$1,739,847	\$2,072,053	\$3,670,198
CAPITAL OUTLAY				
CAPITAL OUTLAY				
01-2110-610000 - Capital Outlay	\$135,651	\$259,537	\$330,000	\$690,000
CAPITAL OUTLAY TOTAL	\$135,651	\$259,537	\$330,000	\$690,000
CAPITAL OUTLAY TOTAL	\$135,651	\$259,537	\$330,000	\$690,000

2120 - Patrol

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
SALARIES & WAGES				
SALARIES AND WAGES	\$2,854,380	\$3,167,998	\$3,225,699	\$6,817,180
SALARIES & WAGES TOTAL	\$2,854,380	\$3,167,998	\$3,225,699	\$6,817,180
BENEFITS				
01-2120-440000 - Misc Fringe Benefits	-	-	-	\$27,270
01-2120-441000 - FICA/Medicare	\$212,092	\$238,503	\$242,249	\$521,515
01-2120-442000 - Workers Compensation	\$85,899	\$92,630	\$94,771	\$149,032
01-2120-443000 - Unemployment/Transit Tax	\$3,054	\$3,602	\$3,226	\$6,819
01-2120-444000 - Retirement - PERS	\$724,923	\$821,378	\$766,745	\$1,853,125
01-2120-444002 - Retirement-Pension Bond	\$122,531	\$117,431	\$148,063	\$304,669
01-2120-445000 - Health/Life/LTD	\$661,751	\$732,043	\$754,404	\$1,656,164
BENEFITS TOTAL	\$1,810,251	\$2,005,587	\$2,009,458	\$4,518,594
PERSONNEL SERVICES TOTAL	\$4,664,630	\$5,173,584	\$5,235,157	\$11,335,774
MATERIALS AND SERVICES				
MATERIALS AND SERVICES				
01-2120-512000 - Uniforms	\$45,987	\$38,242	\$35,000	\$70,000
01-2120-520000 - Dues & Meetings	\$594	\$412	\$700	\$1,400
01-2120-520003 - Recruitment Expense	\$27,829	\$2,240	\$3,000	\$6,000
01-2120-523000 - Supplies & Equipment	\$9,328	\$4,196	\$7,000	\$20,000
01-2120-523001 - Firearms	\$21,504	\$23,414	\$22,000	\$44,000
01-2120-524000 - Safety Program	\$835	\$800	\$1,300	\$2,600
01-2120-525000 - Travel & Training	\$19,074	\$13,575	\$25,000	\$55,000
01-2120-526000 - Employee Testing	\$688	\$1,048	\$500	\$1,000
01-2120-529000 - K-9 Program	\$3,935	\$22,024	\$12,000	\$24,000
01-2120-529001 - Dog Control	\$11,390	\$16,036	\$18,000	\$36,000
01-2120-533000 - Contractual Services	\$1,354	\$13,108	-	\$0
01-2120-533045 - Maintenance Agreements	\$21,314	\$15,946	\$20,800	\$98,100
01-2120-536000 - Traffic Program	\$2,000	\$1,089	\$2,000	\$4,000
01-2120-562000 - Fuel	\$82,195	\$78,008	\$75,000	\$150,000
01-2120-563000 - Vehicle Maintenance	\$40,867	\$46,552	\$35,000	\$70,000
01-2120-566000 - Equip Repair & Maintenance	\$136	\$2,571	-	\$0
01-2120-566003 - Body Worn Cameras	\$82,773	\$83,146	\$105,000	\$210,000
01-2120-566120 - Small Equipment Replace	\$22,268	\$16,831	\$20,000	\$40,000
01-2120-580000 - Professional Services	\$24,047	\$29,367	\$23,600	\$47,200
MATERIALS AND SERVICES TOTAL	\$418,116	\$408,606	\$405,900	\$879,300
MATERIALS AND SERVICES TOTAL	\$418,116	\$408,606	\$405,900	\$879,300
CAPITAL OUTLAY				
CAPITAL OUTLAY				
01-2120-610000 - Capital Outlay	\$72,225	-	-	\$0
CAPITAL OUTLAY TOTAL	\$72,225	-	-	\$0
CAPITAL OUTLAY TOTAL	\$72,225	-	-	\$0

2130 - Investigations

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
SALARIES & WAGES				
SALARIES AND WAGES	\$410,426	\$544,513	\$652,960	\$1,702,509
SALARIES & WAGES TOTAL	\$410,426	\$544,513	\$652,960	\$1,702,509
BENEFITS				
01-2130-436100 - Detectives Uniform Allowance	\$1,110	\$1,210	\$1,440	\$3,600
01-2130-440000 - Misc Fringe Benefits	-	-	-	\$6,825
01-2130-441000 - FICA/Medicare	\$30,941	\$41,021	\$49,427	\$130,518
01-2130-442000 - Workers Compensation	\$6,606	\$15,362	\$19,062	\$37,163
01-2130-443000 - Unemployment/Transit Tax	\$433	\$610	\$655	\$1,707
01-2130-444000 - Retirement - PERS	\$101,238	\$140,538	\$159,627	\$485,594
01-2130-444002 - Retirement-Pension Bond	\$17,903	\$19,595	\$30,343	\$76,804
01-2130-445000 - Health/Life/LTD	\$98,685	\$126,440	\$153,386	\$403,654
BENEFITS TOTAL	\$256,915	\$344,776	\$413,940	\$1,145,865
PERSONNEL SERVICES TOTAL	\$667,341	\$889,289	\$1,066,900	\$2,848,374
MATERIALS AND SERVICES				
MATERIALS AND SERVICES				
01-2130-520000 - Dues & Meetings	-	\$94	\$500	\$1,000
01-2130-523000 - Supplies & Equipment	\$3,013	\$4,844	\$5,000	\$10,000
01-2130-523004 - Photographic Equipment	\$1,040	-	\$700	\$1,400
01-2130-525000 - Travel & Training	\$3,210	\$2,559	\$3,500	\$10,000
01-2130-528000 - Investigation Expense	\$1,086	\$750	-	\$0
01-2130-533000 - Contractual Services	\$713	\$400	\$1,500	\$3,000
01-2130-533020 - CAMI Grant	\$21,578	\$21,745	\$22,500	\$45,000
01-2130-533021 - Forensic Services	\$17,228	\$17,999	\$28,000	\$56,000
01-2130-533045 - Maintenance Agreements	\$1,559	\$1,307	\$3,500	\$7,000
01-2130-534000 - Vehicle Lease Payment	\$496	\$950	\$1,200	\$2,400
01-2130-563000 - Vehicle Maintenance	\$2,359	\$2,855	\$2,000	\$4,000
01-2130-580000 - Professional Services	\$75	-	\$2,000	\$4,000
MATERIALS AND SERVICES TOTAL	\$52,357	\$53,504	\$70,400	\$143,800
MATERIALS AND SERVICES TOTAL	\$52,357	\$53,504	\$70,400	\$143,800
CAPITAL OUTLAY				
CAPITAL OUTLAY				
01-2130-610000 - Capital Outlay	\$453	-	-	\$0
CAPITAL OUTLAY TOTAL	\$453	-	-	\$0
CAPITAL OUTLAY TOTAL	\$453	-	-	\$0

2150 - Support Services

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
SALARIES & WAGES				
SALARIES AND WAGES	\$135,610	\$143,808	\$158,769	\$358,130
SALARIES & WAGES TOTAL	\$135,610	\$143,808	\$158,769	\$358,130
BENEFITS				
01-2150-440000 - Misc Fringe Benefits	-	-	-	\$1,433
01-2150-441000 - FICA/Medicare	\$9,893	\$10,501	\$12,146	\$27,397
01-2150-442000 - Workers Compensation	\$1,540	\$4,204	\$4,569	\$7,621
01-2150-443000 - Unemployment/Transit Tax	\$167	\$176	\$159	\$359
01-2150-444000 - Retirement - PERS	\$28,020	\$31,158	\$31,874	\$87,437
01-2150-444002 - Retirement-Pension Bond	\$5,839	\$5,412	\$7,388	\$16,154
01-2150-445000 - Health/Life/LTD	\$54,220	\$56,654	\$59,510	\$130,491
BENEFITS TOTAL	\$99,678	\$108,105	\$115,646	\$270,892
PERSONNEL SERVICES TOTAL	\$235,288	\$251,913	\$274,415	\$629,022
MATERIALS AND SERVICES				
MATERIALS AND SERVICES				
01-2150-520000 - Dues & Meetings	\$406	\$65	\$300	\$600
01-2150-520003 - Recruitment Expense	\$258	-	-	\$0
01-2150-523000 - Supplies & Equipment	\$2,309	\$789	\$2,000	\$4,000
01-2150-525000 - Travel & Training	\$922	\$1,568	\$2,000	\$4,000
01-2150-527000 - Community Policing	\$136	\$4,082	\$3,000	\$11,000
01-2150-532000 - Bank Fees	\$439	\$407	\$500	\$1,000
01-2150-532001 - R.A.I.N. Agreement	\$5,040	\$5,588	\$5,666	\$12,658
01-2150-533000 - Contractual Services	\$6,352	\$9,360	\$15,300	\$30,600
01-2150-533045 - Maintenance Agreements	\$7,269	\$10,155	\$16,400	\$37,310
01-2150-566000 - Equip Repair & Maintenance	\$1,099	-	\$4,500	\$9,000
MATERIALS AND SERVICES TOTAL	\$24,231	\$32,014	\$49,666	\$110,168
MATERIALS AND SERVICES TOTAL	\$24,231	\$32,014	\$49,666	\$110,168

2160 - Code Compliance

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
SALARIES & WAGES				
SALARIES AND WAGES	\$15,749	\$77,393	\$84,466	\$183,792
SALARIES & WAGES TOTAL	\$15,749	\$77,393	\$84,466	\$183,792
BENEFITS				
01-2160-440000 - Misc Fringe Benefits	-	-	-	\$736
01-2160-441000 - FICA/Medicare	\$1,147	\$5,742	\$6,462	\$14,061
01-2160-442000 - Workers Compensation	\$475	\$1,363	\$1,431	\$1,679
01-2160-443000 - Unemployment/Transit Tax	\$26	\$96	\$85	\$185
01-2160-444000 - Retirement - PERS	-	\$10,220	\$17,407	\$45,990
01-2160-444002 - Retirement-Pension Bond	-	\$1,561	\$4,035	\$8,496
01-2160-445000 - Health/Life/LTD	\$8,974	\$28,396	\$29,824	\$65,331
BENEFITS TOTAL	\$10,622	\$47,379	\$59,244	\$136,478
PERSONNEL SERVICES TOTAL	\$26,371	\$124,771	\$143,710	\$320,270
MATERIALS AND SERVICES				
MATERIALS AND SERVICES				
01-2160-510100 - Code Enforcement	-	\$90	\$750	\$1,500
01-2160-510120 - Nuisance/Abatement Control	\$395	-	\$7,000	\$14,000
01-2160-523000 - Supplies & Equipment	\$508	\$891	\$2,000	\$4,000
01-2160-525000 - Travel & Training	-	\$470	\$1,000	\$2,000
MATERIALS AND SERVICES TOTAL	\$903	\$1,451	\$10,750	\$21,500
MATERIALS AND SERVICES TOTAL	\$903	\$1,451	\$10,750	\$21,500

2170 - Police Reserves

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
MATERIALS AND SERVICES				
MATERIALS AND SERVICES				
01-2170-512000 - Uniforms	\$4,687	\$3,675	–	\$0
01-2170-525000 - Travel & Training	\$400	\$950	–	\$0
01-2170-596000 - Volunteer/Reserve Officer Costs	\$6,118	\$7,190	\$10,000	\$20,000
01-2170-596003 - Reserve Officers' Ammunition	\$1,692	\$3,828	\$1,800	\$3,600
MATERIALS AND SERVICES TOTAL	\$12,898	\$15,643	\$11,800	\$23,600
MATERIALS AND SERVICES TOTAL	\$12,898	\$15,643	\$11,800	\$23,600

Total Appropriation - Police

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	BY 25-27 Biennial Total
EXPENSES				
POLICE ADMINISTRATION	\$2,258,310	\$2,717,423	\$3,089,444	\$5,877,726
PATROL	\$5,154,971	\$5,582,190	\$5,641,057	\$12,215,074
INVESTIGATIONS	\$720,150	\$942,792	\$1,137,300	\$2,992,174
SUPPORT SERVICES (PD)	\$259,519	\$283,927	\$324,081	\$739,190
CODE COMPLIANCE	\$27,274	\$126,223	\$154,460	\$341,770
POLICE RESERVE OFFICERS	\$12,898	\$15,643	\$11,800	\$23,600
EXPENSES TOTAL	\$8,433,122	\$9,668,198	\$10,358,142	\$22,189,534

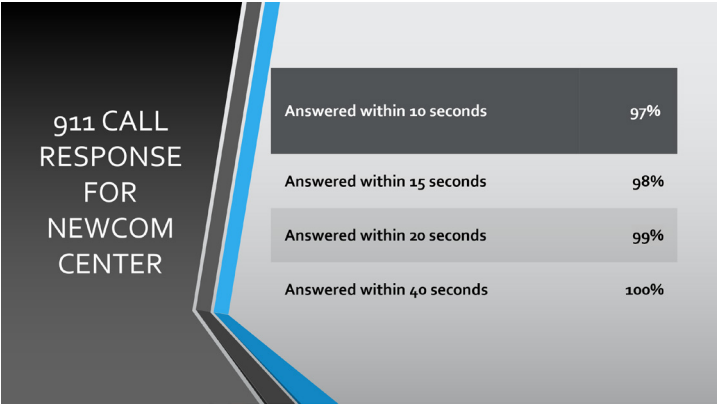
POLICE COMMUNICATIONS

DEPARTMENT DESCRIPTION

The NEWCOM Communications center is the answering point for all emergency 911 calls for the east end of Yamhill County, as well as the point of contact for all Newberg-Dundee Police business lines and after-hours emergency calls for Newberg and Dundee Public Works. One of the most significant accomplishments continues to be that 99% of all 911 calls are answered within the first 10 seconds they are received. Additionally, the center supports NDPD by performing records duties, which reduces the need for additional support staff.

NEWCOM 911 emergency dispatchers use social media platforms to alert the public of emergencies as they occur, notifying the public to avoid areas involving emergencies. This helps accomplish council goals 1 and 4.

NEWCOM is staffed with 10 fulltime 911 emergency dispatchers, the cost of which are allocated between three funding sources, the General Fund 01, Fund 16, and Fund 13 (911 revenues).



Significant Changes

- The implementation of the Motorola 800 MHz radio system upgrade from analog to digital capability was completed in FY 2021-22.
- CAD/Mobile/RMS software update was completed in FY 2021 making the department nearly paperless in its operations.
- In order to better serve our community the NEWCOM center also pushes messages out to the community using social media. These messages typically advise the public of emergencies and or include areas to avoid because of emergency services.
- Some of the department's records functions have been shifted to the dispatch center during its slower times allowing the department to use minimal staffing in the records and support services.
- Assuming successful completion of the debt reduction plan, the COF will be removed from the municipal billing statement in the second half of the biennium, and the two dispatchers funded by that fee will be moved back into the General Fund.

FTE COUNT

FTE Communications 25.27

Position Name	FY2026	FY2027
Allocated FTE Count		
Communications Officer	5	7
ALLOCATED FTE COUNT	5	7

EXPENDITURE SUMMARY

2310 - Police Communications

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
SALARIES & WAGES				
SALARIES AND WAGES	\$264,174	\$336,331	\$476,142	\$1,126,155
SALARIES & WAGES TOTAL	\$264,174	\$336,331	\$476,142	\$1,126,155
BENEFITS				
01-2310-440000 - Misc Fringe Benefits	-	-	-	\$4,506
01-2310-441000 - FICA/Medicare	\$19,393	\$24,972	\$36,425	\$86,152
01-2310-442000 - Workers Compensation	\$4,194	\$1,745	\$2,460	\$650
01-2310-443000 - Unemployment/Transit Tax	\$351	\$404	\$477	\$1,127
01-2310-444000 - Retirement - PERS	\$38,301	\$73,889	\$98,164	\$283,002
01-2310-444002 - Retirement-Pension Bond	\$7,994	\$11,659	\$21,401	\$47,534
01-2310-445000 - Health/Life/LTD	\$98,817	\$115,226	\$152,032	\$393,424
BENEFITS TOTAL	\$169,051	\$227,895	\$310,959	\$816,395
PERSONNEL SERVICES TOTAL	\$433,224	\$564,225	\$787,101	\$1,942,550
MATERIALS AND SERVICES				
MATERIALS AND SERVICES				
01-2310-520000 - Dues & Meetings	\$147	\$147	\$1,000	\$2,000
01-2310-523000 - Supplies & Equipment	\$13,441	\$12,763	\$17,000	\$34,000
01-2310-525000 - Travel & Training	\$8,977	\$8,479	\$10,000	\$20,000
01-2310-526000 - Employee Testing	\$25	-	\$500	\$1,000
01-2310-533000 - Contractual Services	\$924	\$50	-	\$0
01-2310-533045 - Maintenance Agreements	\$114,435	\$103,544	\$132,581	\$308,623
01-2310-566000 - Equip Repair & Maintenance	\$563	\$1,581	\$7,000	\$14,000
01-2310-590000 - Internal Chrg-Admin Support Sv	\$420,864	\$486,543	\$511,411	\$956,406
MATERIALS AND SERVICES TOTAL	\$559,375	\$613,108	\$679,492	\$1,336,029
MATERIALS AND SERVICES TOTAL	\$559,375	\$613,108	\$679,492	\$1,336,029

LIBRARY SERVICES

DEPARTMENT DESCRIPTION

The Newberg Public Library has served the community since 1908, continually innovating and assessing the needs of the Newberg community. At each public service desk staff prioritize customer service. Weekly, Information Desk staff help people with low computer skills apply for jobs and regularly hear how this help has made a difference in their lives. Every day, Circulation staff create new library cards for people moving into town or discovering the library and the wide array of services offered. Children's Services staff connect with families to foster educational and meaningful community connections and promote early literacy development - especially with our youngest learners.



The Newberg Public Library offers over 80,000 items for check-out, with access to an additional 50,000 eBooks, eAudiobooks and eMagazines with a library card. As part of the Chemeketa Cooperative Regional Library Service (CCRLS) network of eighteen libraries, the Newberg Public Library participates in reciprocal borrowing via courier with other libraries, shared databases, and some purchased equipment including some of the library computers, along with CCRLS staff time to maintain these services.

Council Goals

Goal 01: Continue to create and maintain a high level of customer service. Through continuing education our library staff learn new ways to meet the evolving needs of our community, develop innovative programming, and enhance their ability to deliver excellent customer service.

High-demand library materials in print and online are purchased, cataloged, and processed for library patrons within a short time of release. Recommendations from library patrons are prioritized and purchased as the library is able.

The library's buy-in to the Chemeketa Cooperative Regional Library Service (CCRLS) consortium ensures Newberg patrons have a high-level of service through our reciprocal borrowing agreement, with a courier service now running 6 days a week. CCRLS also provides library catalog computers, and the centralized library system to run it, many staff computers, greater access to online materials such as databases, eBooks, eAudiobooks and eMagazines, and more.

Goal 03: Enhance community safety.

The Newberg Public Library is the city building with the highest people traffic. Last fiscal year over 99,000 people came through the library doors. For staff, safety is a high customer service priority. Every year the library staff take part in training for fire safety, earthquake safety, de-escalation, and active shooter scenarios. Most of the staff are CPR trained, and the library building has an up-to-date AED machine for resuscitation purposes. The library has security cameras that give staff clear visuals around the stacks and help identify problematic situations that may arise. Between continual staff training and updated technology the library prioritizes community safety.



Goal 04: Create and maintain a high level of transparency with our residents to build trust.

The Capital Outlay fund contains items to continue technology updates to the library's meeting room for Library Advisory Board meetings, and other city meetings open to the public and recorded. Additionally, City of Newberg public meetings can be accessed and viewed on the library's public computers.

Further Capital Outlay funds will be used for updates to public and staff computers, replacement of cameras as needed, updates of RFID pads for library circulation, and a card-reader access installation for the library backdoor entrance/exit. Other items include updating the outside drop-box for book returns and other updates around the library as needed.

FTE COUNT

FTE Library 25.27

Position Name	FY2026	FY2027
Allocated FTE Count		
Librarian I	1	1
Library Assistant I On Call	1.75	1.75
Library Assistant II	3.25	3.25
Administrative Assistant Library	1	1
Senior Librarian	1	1
Librarian II	4	4
Library Director	1	1
Library Shelves Part Time	0.5	0.5
ALLOCATED FTE COUNT	13.5	13.5

EXPENDITURE SUMMARY

3120 - Library Services

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
SALARIES & WAGES				
SALARIES AND WAGES	\$837,807	\$928,008	\$954,788	\$2,117,329
SALARIES & WAGES TOTAL	\$837,807	\$928,008	\$954,788	\$2,117,329
BENEFITS				
01-3120-440000 - Misc Fringe Benefits	–	–	–	\$8,470
01-3120-441000 - FICA/Medicare	\$63,800	\$70,612	\$73,042	\$161,976
01-3120-442000 - Workers Compensation	\$2,830	\$5,149	\$4,965	\$1,261
01-3120-443000 - Unemployment/Transit Tax	\$1,118	\$1,176	\$955	\$2,118
01-3120-444000 - Retirement - PERS	\$85,545	\$106,858	\$112,656	\$326,139
01-3120-444001 - Retirement-Principal	\$99,754	\$114,087	\$124,463	\$292,942
01-3120-444002 - Retirement-Pension Bond	\$19,284	\$20,557	\$34,231	\$73,894
01-3120-445000 - Health/Life/LTD	\$219,920	\$255,516	\$275,459	\$589,247
BENEFITS TOTAL	\$492,251	\$573,954	\$625,771	\$1,456,047
PERSONNEL SERVICES TOTAL	\$1,330,057	\$1,501,962	\$1,580,559	\$3,573,376
MATERIALS AND SERVICES				
MATERIALS AND SERVICES				
01-3120-510000 - Office Supplies	\$7,668	\$7,509	\$8,630	\$17,910
01-3120-515000 - Printing & Advertising	\$125	\$410	\$410	\$820
01-3120-520000 - Dues & Meetings	\$973	\$1,378	\$1,700	\$4,000
01-3120-523000 - Supplies & Equipment	\$3,024	\$2,629	\$1,650	\$3,300
01-3120-525000 - Travel & Training	\$5,409	\$5,228	\$5,250	\$13,104
01-3120-532000 - Bank Fees	\$2,909	\$3,242	\$2,000	\$4,000
01-3120-533000 - Contractual Services	\$495	\$430	\$2,600	\$5,200
01-3120-533045 - Maintenance Agreements	\$11,399	\$12,163	\$12,716	\$26,000
01-3120-540000 - Utilities	\$37,684	\$41,221	\$42,000	\$95,500
01-3120-542001 - Regional Library Service	\$176,493	\$181,838	\$194,524	\$416,997
01-3120-551000 - Books & Publications	\$47,655	\$50,245	\$50,500	\$105,000
01-3120-551001 - Audio-Visual	\$11,441	\$10,757	\$9,780	\$20,000
01-3120-551002 - Periodicals	\$3,931	\$3,495	\$4,450	\$8,900
01-3120-551003 - Children's Books	\$30,671	\$29,854	\$28,210	\$60,000
01-3120-551004 - Children's Audio-Visual	\$2,745	\$2,588	\$2,645	\$10,000
01-3120-551006 - Electronic Resources	\$4,270	\$4,205	\$8,270	\$20,500
01-3120-551009 - Lost Book Refunds	–	–	\$100	\$200
01-3120-566000 - Equip Repair & Maintenance	\$1,472	\$1,435	\$1,500	\$3,000
01-3120-590000 - Internal Chrg-Admin Support Sv	\$345,885	\$431,270	\$614,315	\$1,667,441
01-3120-596000 - Volunteer Costs	\$450	\$450	\$700	\$1,400
MATERIALS AND SERVICES TOTAL	\$694,699	\$790,346	\$991,950	\$2,483,272
MATERIALS AND SERVICES TOTAL	\$694,699	\$790,346	\$991,950	\$2,483,272
CAPITAL OUTLAY				
CAPITAL OUTLAY				
01-3120-610000 - Capital Outlay	\$3,831	\$12,620	\$14,000	\$30,000
CAPITAL OUTLAY TOTAL	\$3,831	\$12,620	\$14,000	\$30,000
CAPITAL OUTLAY TOTAL	\$3,831	\$12,620	\$14,000	\$30,000



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PLANNING

DEPARTMENT DESCRIPTION

The Community Development Department - Planning Division administers community planning functions, including current planning (planning review of development applications), long range planning, and economic development and housing programs. This work is carried out in close coordination with other city departments and divisions, and area service providers.

Significant Changes

Revenue is expected to remain flat due to a slowdown in development that is attributed to interest rates remaining relatively high, and a healthy backlog of residential lots with planning approvals, including the 400-lot Collina Subdivision. Potential grant revenues are included. The Planning Division expects to apply for grants to support some long-range planning work program items, including Historic Preservation Commission work, and a housing capacity analysis due in 2027. Planning is also tasked with managing a transportation plan update due in 2028.



The proposed budget maintains current staffing levels in Planning with the addition of the Senior Development Engineer position which is transferring in from Public Works. The budget provides for reclassification of two planner positions reflecting their continued development and retention. The Planning Manager position may remain unfilled or be restructured as the department reevaluates its needs. Professional service expenses are decreasing based on City Council direction on the scope of work for urban growth boundary planning. Professional membership dues and expenses for training are expected to increase due to continuing education requirements as more junior planning staff become eligible for professional certification and advancement. Software expenses are also increasing due to customer service improvements, including upgrades to the City's online permitting and short-term rentals monitoring software.

Council Goals

Goal 1: Create and maintain a high level of customer service.

The Planning Division is responsible for implementing key elements of the Community Development Department Customer Service Plan, including key performance indicators and upgrades to the city's online permitting system, which are expected to improve customer service for the public, development applicants, businesses, and internal customers.

Goal 2: Identify industrial land and attract employers to encourage family wage jobs.

The proposed budget includes outside consultant services for the Planning Division's ongoing work toward adding land to the urban growth boundary for industry.

Goal 7: Increase land availability for housing.

As directed by City Council, planning will continue to explore options for adding capacity for needed housing in Newberg.

FTE COUNT

FTE Planning 25.27

Position Name	FY2026	FY2027
Allocated FTE Count		
Associate Planner	3	3
Senior Engineer	1	1
Community Development Director	0.55	0.55
Planning Manager	1	1
Administrative Assistant Planning	0.45	0.45
ALLOCATED FTE COUNT	6	6

EXPENDITURE SUMMARY

4110 - Planning

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
SALARIES & WAGES				
SALARIES AND WAGES	\$371,809	\$451,213	\$519,137	\$994,491
SALARIES & WAGES TOTAL	\$371,809	\$451,213	\$519,137	\$994,491
BENEFITS				
01-4110-440000 - Misc Fringe Benefits	-	-	-	\$3,979
01-4110-441000 - FICA/Medicare	\$28,406	\$34,395	\$39,714	\$76,079
01-4110-442000 - Workers Compensation	\$1,196	\$2,492	\$2,700	\$453
01-4110-443000 - Unemployment/Transit Tax	\$442	\$540	\$520	\$996
01-4110-444000 - Retirement - PERS	\$58,714	\$68,906	\$97,393	\$215,716
01-4110-444002 - Retirement-Pension Bond	\$12,687	\$13,097	\$26,238	\$48,938
01-4110-445000 - Health/Life/LTD	\$67,901	\$83,812	\$90,621	\$213,168
BENEFITS TOTAL	\$169,346	\$203,242	\$257,186	\$559,329
PERSONNEL SERVICES TOTAL	\$541,154	\$654,455	\$776,323	\$1,553,820
MATERIALS AND SERVICES				
MATERIALS AND SERVICES				
01-4110-510000 - Office Supplies	\$4,281	\$2,771	\$3,500	\$7,000
01-4110-511000 - Postage	\$80	\$99	\$100	\$200
01-4110-515000 - Printing & Advertising	\$4,268	\$1,665	\$3,500	\$7,000
01-4110-520000 - Dues & Meetings	\$1,152	\$3,847	\$4,360	\$8,720
01-4110-520003 - Recruitment Expense	\$721	\$208	\$500	\$1,000
01-4110-523000 - Supplies & Equipment	\$2,193	\$5,733	\$3,200	\$6,400
01-4110-525000 - Travel & Training	\$3,184	\$7,175	\$16,705	\$37,410
01-4110-532000 - Bank Fees	\$40,172	\$29,802	\$19,000	\$38,000
01-4110-533000 - Contractual Services	\$444	\$888	\$450	\$1,800
01-4110-533011 - Grant Expense	\$51,049	-	-	\$0
01-4110-533045 - Maintenance Agreements	\$15,203	\$6,035	\$19,540	\$20,775
01-4110-540000 - Utilities	\$423	\$406	\$430	\$860
01-4110-551000 - Books & Publications	-	-	\$150	\$300
01-4110-562000 - Fuel	\$51	-	\$1,000	\$0
01-4110-563000 - Vehicle Maintenance	\$610	-	\$600	\$0
01-4110-576000 - Recording Fees	\$181	-	\$500	\$1,000
01-4110-580000 - Professional Services	\$107,468	\$111,713	\$376,500	\$161,000
01-4110-580005 - Land Use Planning Appeals	-	-	\$100	\$200
01-4110-590000 - Internal Chrg-Admin Support Sv	\$334,428	\$351,272	\$398,309	\$689,809
MATERIALS AND SERVICES TOTAL	\$565,909	\$521,614	\$848,444	\$981,474
MATERIALS AND SERVICES TOTAL	\$565,909	\$521,614	\$848,444	\$981,474

DEVELOPMENT ENGINEERING (4111)

Department Description

The Community Development Department – Development Engineering Division provides development review, master planning, and project management services for capital improvement projects associated with land development. This work is carried out in close coordination with other City departments and divisions, including the Public Works and Capital Projects Departments, and area service providers.

Significant Changes

Development Engineering is a new division of the Community Development Department which previously resided within the Public Work Department.

Associated costs, which in previous years were apportioned between utilities funds, are now part of the General Fund.

The proposed budget maintains current staffing levels for development review engineering. Conference and training expenses are expected to increase due to continuing education requirements. Software expenses are also expected to increase due to customer service improvements, including upgrades to the city's online permitting system.

Council Goals

Goal 1: Create and maintain a high level of customer service.

Development Engineering is responsible for implementing key elements of the Community Development Department Customer Service Plan, including key performance indicators and upgrades to the city's online permitting system, which are expected to improve customer service for the public, development applicants, businesses, and internal customers.

EXPENSES

4111 - Development Engineering

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
SALARIES & WAGES				
SALARIES AND WAGES	-	-	-	\$296,976
SALARIES & WAGES TOTAL	-	-	-	\$296,976
BENEFITS				
01-4111-440000 - Misc Fringe Benefits	-	-	-	\$1,189
01-4111-441000 - FICA/Medicare	-	-	-	\$22,720
01-4111-442000 - Workers Compensation	-	-	-	\$2,573
01-4111-443000 - Unemployment/Transit Tax	-	-	-	\$298
01-4111-444000 - Retirement - PERS	-	-	-	\$78,476
01-4111-444002 - Retirement-Pension Bond	-	-	-	\$14,498
01-4111-445000 - Health/Life/LTD	-	-	-	\$56,119
BENEFITS TOTAL	-	-	-	\$175,873
MATERIALS AND SERVICES				
MATERIALS AND SERVICES				
01-4111-520000 - Dues & Meetings	-	-	-	\$2,000
01-4111-520006 - Council/Committee Purchases	-	-	-	\$3,000
01-4111-523000 - Supplies & Equipment	-	-	-	\$500
MATERIALS AND SERVICES TOTAL	-	-	-	\$5,500
MATERIALS AND SERVICES TOTAL	-	-	-	\$5,500

TOTAL APPROPRIATIONS

Total Appropriations - Planning

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	BY 25-27 Biennial Total
	FY2023	FY2024	FY2025	
EXPENSES				
PLANNING	\$1,107,064	\$1,176,069	\$1,624,767	\$2,535,294
DEVELOPMENT ENGINEERING	-	-	-	\$478,349
EXPENSES TOTAL	\$1,107,064	\$1,176,069	\$1,624,767	\$3,013,643

**ADMINISTRATIVE /
SUPPORT SERVICES
FUND(31)**



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ADMINISTRATIVE SUPPORT SERVICES FUND (31)

BY2025-2027 OPERATING BUDGET

FUND DESCRIPTION

Administrative and support services are funded through internal transfers from operating programs and funds in exchange for the services they provide, including:

- City Manager's Office
- Human Resources
- City Recorder
- Community Engagement
- Finance
- IT
- Legal Services
- Fleet Maintenance
- Facilities Maintenance

This can be thought of as the administrative overhead fund for the management of the entire city.

Citywide support services are budgeted each year in Fund 31 and then the costs are allocated out to the various programs benefitting from those services, resulting in the internal charge transfers reflected in other funds.



FTE COUNT

Admin Support Svs Fund Total FTE 25.27

Department Category Description	FY2026	FY2027
Allocated FTE Count		
INFORMATION TECHNOLOGY	7	7
FACILITIES	1	1
FINANCE - BILLING	2	2
FLEET	2	2
EMERGENCY MANAGEMENT	1	1
HUMAN RESOURCES	1.7	3.25
COMMUNITY ENGAGEMENT	1	1
CITY MANAGER'S OFFICE	0.6	0.6
LEGAL	0.3	0.3
FINANCE	6	6
CITY RECORDER'S	3	3
ALLOCATED FTE COUNT	25.6	27.15

RESOURCES

(31) Administrative Support Services Fund

	ACTUALS		ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
Beg F/B-Net Wrkg Capital	\$484,780	\$1,205,677	\$1,634,858	\$679,878
Revenues				
31-0000-336007 - Intergovernmental Garage Chrg	\$18,715	\$16,315	\$10,000	\$20,000
31-0000-338000 - Reimbursements	\$0	\$57,071	-	\$0
31-0000-338003 - Reimb Costs-Insurance	-	\$332,380	\$272,579	\$0
31-0000-338005 - WTP Freeze Reimb Costs	-	\$57,930	-	\$0
31-0000-341004 - Lien Search Fees	\$14,148	\$11,988	\$20,000	\$40,000
31-0000-360000 - Miscellaneous Revenues	\$565,556	\$6,649	-	\$0
31-0000-361000 - Interest Earned	\$31,085	\$66,960	\$15,000	\$150,000
31-0000-370010 - Internal Rev-Admin/Recorder/EM	\$670,331	\$815,466	\$757,297	\$1,645,985
31-0000-370050 - Internal Rev-Human Resources	\$252,442	\$330,952	\$258,416	\$561,667
31-0000-370075 - Internal Rev-Utility Billing	\$447,440	\$500,225	\$656,440	\$1,426,772
31-0000-370100 - Internal Rev-Finance	\$771,759	\$1,072,719	\$1,143,280	\$2,484,919
31-0000-370125 - Internal Rev-Computer Svcs	\$1,523,092	\$1,806,944	\$1,954,215	\$4,247,487
31-0000-370150 - Internal Rev-Legal	\$803,602	\$542,438	\$656,265	\$1,378,157
31-0000-370200 - Internal Rev-Insurance	\$603,000	\$708,600	\$771,960	\$1,670,490
31-0000-370300 - Internal Rev-Phone/Copiers	\$277,000	\$292,305	\$311,556	\$677,167
31-0000-370400 - Internal Rev-Fleet	\$304,291	\$369,803	\$544,349	\$1,564,233
31-0000-370500 - Internal Rev-Facilities	\$505,058	\$613,612	\$800,707	\$2,927,762
31-0000-371000 - Intergovernmental Facility Chg	\$654	\$485	\$471	\$942
REVENUES TOTAL	\$6,788,173	\$7,602,841	\$8,172,535	\$18,795,581
Total Resources	\$7,272,953	\$8,808,518	\$9,807,393	\$19,475,459

REQUIREMENTS

9140 - Insurance

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	PROPOSED BY 2025-2027
	FY2023	FY2024	FY2025	
INSURANCE				
INSURANCE				
31-9140-550000 - PCL Insurance Premiums	\$612,710	\$584,650	\$696,960	\$1,452,888
31-9140-550001 - PCL Claims	\$14,423	\$19,942	\$75,000	\$150,000
INSURANCE TOTAL	\$627,133	\$604,592	\$771,960	\$1,602,888
INSURANCE TOTAL	\$627,133	\$604,592	\$771,960	\$1,602,888

9180 - Reserves

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
RESERVES/CONTINGENCIES				
RESERVES/CONTINGENCIES				
31-9180-800000 - Contingency	-	-	\$975,160	\$121,338
31-9180-800006 - Contingency-Assigned for Admin	-	-	\$36,025	\$36,025
31-9180-800009 - Contingency-Assigned for Facil	\$0	\$0	\$175,335	\$0
31-9180-800010 - Contingency - Assigned for IT	-	-	\$178,813	\$258,813
RESERVES/CONTINGENCIES TOTAL	\$0	\$0	\$1,365,333	\$416,176
RESERVES/CONTINGENCIES TOTAL	\$0	\$0	\$1,365,333	\$416,176

- 800000 Contingency - Unassigned
- 800006 Contingency - Assigned for Admin
- 800009 Contingency - Assigned for Facilities
- 800010 Contingency - Assigned for IT

Total Requirements

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
TOTAL REQUIREMENTS	\$6,067,287	\$7,186,999	\$9,807,393	\$19,475,459



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CITY MANAGER

DEPARTMENT DESCRIPTION

The City Manager provides staff support to the Mayor and City Councilors on policy implementation tasks and assists elected officials in engaging with and responding to their constituents. Starting in 2024 the City Manager took a wider role in Engineering and capital improvement matters, and this is reflected in how his salary is covered in this budget.

Significant Changes

The cost distribution for the CM office is being shared by our engineering department due to his increasing responsibilities in this area.

The City Manager continues to operate without any administrative assistant despite his growing workload with Capital Improvements matters. This lack of an administrative assistant is only possible due to the efficiency and integrity of the city administrative team. The City Manager is extremely proud of his relationship with the other members of the admin team which includes our hard-working City Recorder and Public Information Officer.



FTE COUNT

FTE City Manager 25.27

Position Name	FY2026	FY2027
Allocated FTE Count		
City Manager	0.6	0.6
ALLOCATED FTE COUNT	0.6	0.6

Total Appropriation - City Manager's Office

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	BY 25-27 Biennial Total
EXPENSES				
CITY MANAGER'S OFFICE	\$269,935	\$312,969	\$296,858	\$429,486
HUMAN RESOURCES	\$181,834	\$197,690	\$258,417	\$950,083
CITY RECORDER'S	\$272,285	\$236,905	\$335,251	\$990,229
COMMUNITY ENGAGEMENT	\$70,106	\$124,775	\$125,186	\$294,231
EXPENSES TOTAL	\$794,158	\$872,338	\$1,015,712	\$2,664,029

EXPENDITURE SUMMARY

1210 - City Manager

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
SALARIES & WAGES				
SALARIES AND WAGES	\$175,818	\$164,349	\$170,898	\$217,258
SALARIES & WAGES TOTAL	\$175,818	\$164,349	\$170,898	\$217,258
BENEFITS				
31-1210-440000 - Misc Fringe Benefits	-	-	-	\$870
31-1210-441000 - FICA/Medicare	\$9,509	\$12,536	\$10,439	\$16,351
31-1210-442000 - Workers Compensation	\$1,320	\$1,033	\$889	\$130
31-1210-443000 - Unemployment/Transit Tax	\$165	\$183	\$171	\$219
31-1210-444000 - Retirement - PERS	\$33,341	\$35,878	\$37,307	\$57,746
31-1210-444002 - Retirement-Pension Bond	\$6,955	\$6,232	\$8,648	\$10,668
31-1210-445000 - Health/Life/LTD	\$29,836	\$22,572	\$24,356	\$32,618
BENEFITS TOTAL	\$81,125	\$78,434	\$81,810	\$118,602
PERSONNEL SERVICES TOTAL	\$256,942	\$242,783	\$252,708	\$335,860
MATERIALS AND SERVICES				
MATERIALS AND SERVICES				
31-1210-510000 - Office Supplies	\$1,450	\$1,345	\$1,750	\$3,751
31-1210-520000 - Dues & Meetings	-	\$225	-	\$2,000
31-1210-520008 - Recognition	\$2,045	\$8,406	\$7,500	\$15,675
31-1210-523000 - Supplies & Equipment	\$70	\$19,659	\$3,000	\$6,000
31-1210-524000 - Safety Program	-	\$140	\$1,500	\$3,000
31-1210-525000 - Travel & Training	\$1,530	\$802	\$1,800	\$6,000
31-1210-533045 - Maintenance Agreements	\$3,562	\$3,000	-	\$0
31-1210-540000 - Utilities	\$592	\$569	\$600	\$1,200
31-1210-580000 - Professional Services	\$3,745	\$36,041	\$28,000	\$56,000
MATERIALS AND SERVICES TOTAL	\$12,992	\$70,186	\$44,150	\$93,626
MATERIALS AND SERVICES TOTAL	\$12,992	\$70,186	\$44,150	\$93,626

HUMAN RESOURCES

DEPARTMENT DESCRIPTION

Looking Back

Newberg has maintained almost the same level of staffing for the past five years despite the fact that the city's population has increased by over one-thousand people, added multi-family housing, and a hotel in that time. When compared to other local, similarly populated or smaller cities, Newberg is running very lean, as it strives to hold personnel costs down and be fiscally responsive to its Council and residents. This works because of many long-serving employees who bring unique skillsets, expertise and qualifications to maintain critical services to the benefit of the city. The City in turn continues to offer a hybrid schedule to qualifying employees, 4/10 and 5/8 schedules and full payment of medical, dental and vision benefits for the whole family.

Looking Forward

The Human Resources team are "people people" and are in the city every day answering employee and labor union inquiries and managing the hire to retire side of the City. Following the lean example, although the standard HR/employee ratio is 1:50, the team continues to operate with 1.75 to 158 employees. In mid-2026 the City will be conducting a search for a new HR Manager as the current incumbent decreases her hours from 28 to 10 per week in a second retirement. The current HR Generalist is now fully up to speed and provides full time stability and redundancy in all HR functions. The City will also add an additional FTE as a second HR Generalist during the 2025-27 biennium to provide additional support and redundancy in the department.

This year the team will finish the digitization of personnel files and continue to expand the now-available in-house supervisory trainings, building on the protected leave, staff development and progressive discipline trainings already available. The Lunch and Learn program that was established to bring staff together every two months was very popular last year and will continue into the biennium.

A new reclassification/certification program will allow many non-represented departments to offer internal growth to employees who have served the city for 2-3 years. It may be offered to the AFSCME union during the next CBA bargaining session once the city has a better understanding of revenue for tax funded positions.

There will also be a new experimental training platform available, which is targeted at Maintenance and Operations staff, hoping to connect them to the national world of construction, water, sewer and facilities maintenance.

The world of work is changing fast with a multi-generational workforce who has aspirations for work to be meaningful and not just something to be endured for a paycheck. HR will continue to advise the management team on strategies that will give that desire a chance.

FTE COUNT

FTE Human Resources 25.27

Position Name	FY2026	FY2027
Allocated FTE Count		
Human Resource Generalist	1	2
Project Specialist Human Resources	0.7	0.25
HR Manager	0	1
ALLOCATED FTE COUNT	1.7	3.25

EXPENDITURE SUMMARY

1220 - Human Resources

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
SALARIES & WAGES				
SALARIES AND WAGES	\$77,751	\$132,797	\$136,812	\$443,176
SALARIES & WAGES TOTAL	\$77,751	\$132,797	\$136,812	\$443,176
BENEFITS				
31-1220-440000 - Misc Fringe Benefits	-	-	-	\$1,774
31-1220-441000 - FICA/Medicare	\$5,878	\$10,161	\$10,467	\$33,904
31-1220-442000 - Workers Compensation	\$264	\$716	\$712	\$264
31-1220-443000 - Unemployment/Transit Tax	\$96	\$161	\$137	\$444
31-1220-444000 - Retirement - PERS	\$11,563	\$15,192	\$21,658	\$99,956
31-1220-444002 - Retirement-Pension Bond	\$3,238	\$3,234	\$6,923	\$21,755
31-1220-445000 - Health/Life/LTD	\$1,798	\$10,073	\$11,520	\$82,229
BENEFITS TOTAL	\$22,836	\$39,536	\$51,417	\$240,326
PERSONNEL SERVICES TOTAL	\$100,587	\$172,333	\$188,229	\$683,502
MATERIALS AND SERVICES				
MATERIALS AND SERVICES				
31-1220-510000 - Office Supplies	\$1,190	\$1,767	\$2,500	\$5,000
31-1220-520000 - Dues & Meetings	\$100	\$105	\$4,000	\$3,000
31-1220-520003 - Recruitment Expense	\$481	\$335	-	\$70,000
31-1220-520008 - Recognition	-	\$823	\$17,300	\$35,400
31-1220-523000 - Supplies & Equipment	\$1,408	\$1,196	\$3,000	\$3,000
31-1220-524000 - Safety Program	\$407	\$467	\$100	\$200
31-1220-525000 - Travel & Training	\$300	\$320	\$11,025	\$26,500
31-1220-580000 - Professional Services	\$77,360	\$20,292	\$32,263	\$123,481
31-1220-595002 - Legal Expenses	-	\$51	-	\$0
MATERIALS AND SERVICES TOTAL	\$81,247	\$25,357	\$70,188	\$266,581
MATERIALS AND SERVICES TOTAL	\$81,247	\$25,357	\$70,188	\$266,581

CITY RECORDER

DEPARTMENT DESCRIPTION

The Office of the City Recorder serves multiple functions. Among them are clerk to the Council, Elections filing officer, Public Records Officer, and coordination of Boards and Commissions. The department consists of 3 FTE including the City Recorder, Records Management Clerical Assistant, and Digital Archivist and Grant Writer. Some duties include coordination of general public records requests, arranging the City Council agenda and meetings, providing administrative support for council actions to ensure legal compliance, staff training related to records and public meetings laws, assistance with staff research, managing local elections, and writing and managing grants for the city.

The department is currently focusing on supporting the city's goals around transparency through a move to fully digital recordkeeping. One portion of this work includes moving records retention to the Oregon Records Management System. This work will ensure resiliency in the face of disaster and more transparent public access to records. In addition, the grant writer is actively working on grants to support various capital improvement projects.



FTE COUNT

FTE City Recorder 25.27

Position Name	FY2026	FY2027
Allocated FTE Count		
Digital Archivist/Grant Writer	1	1
Records Management Clerical Assistant	1	1
City Recorder	1	1
ALLOCATED FTE COUNT	3	3

EXPENDITURE SUMMARY

1230 - City Recorder

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
SALARIES & WAGES				
SALARIES AND WAGES	\$127,993	\$122,528	\$155,797	\$514,753
SALARIES & WAGES TOTAL	\$127,993	\$122,528	\$155,797	\$514,753
BENEFITS				
31-1230-440000 - Misc Fringe Benefits	–	–	–	\$2,060
31-1230-441000 - FICA/Medicare	\$9,853	\$9,381	\$11,919	\$39,379
31-1230-442000 - Workers Compensation	\$438	\$660	\$811	\$306
31-1230-443000 - Unemployment/Transit Tax	\$153	\$141	\$156	\$516
31-1230-444000 - Retirement - PERS	\$4,844	\$6,059	\$30,458	\$119,317
31-1230-444001 - Retirement-Principal	\$54,455	\$7,642	–	\$0
31-1230-444002 - Retirement-Pension Bond	\$1,406	\$698	\$7,884	\$25,295
31-1230-445000 - Health/Life/LTD	\$16,699	\$48,463	\$63,976	\$145,103
BENEFITS TOTAL	\$87,849	\$73,043	\$115,204	\$331,976
PERSONNEL SERVICES TOTAL	\$215,841	\$195,572	\$271,001	\$846,729
MATERIALS AND SERVICES				
MATERIALS AND SERVICES				
31-1230-510000 - Office Supplies	\$197	\$192	\$350	\$700
31-1230-515000 - Printing & Advertising	–	\$88	\$300	\$600
31-1230-520000 - Dues & Meetings	\$400	\$1,339	\$1,100	\$2,200
31-1230-523000 - Supplies & Equipment	\$33	\$29	\$200	\$400
31-1230-525000 - Travel & Training	\$1,073	\$2,755	\$3,000	\$16,000
31-1230-533045 - Maintenance Agreements	–	\$20	–	\$0
31-1230-580000 - Professional Services	\$30,501	\$33,210	\$43,000	\$91,000
31-1230-591000 - Elections	\$24,239	–	\$15,000	\$30,000
MATERIALS AND SERVICES TOTAL	\$56,443	\$37,633	\$62,950	\$140,900
MATERIALS AND SERVICES TOTAL	\$56,443	\$37,633	\$62,950	\$140,900
CAPITAL OUTLAY				
CAPITAL OUTLAY				
31-1230-610000 - Capital Outlay	–	\$3,700	\$1,300	\$2,600
CAPITAL OUTLAY TOTAL	–	\$3,700	\$1,300	\$2,600
CAPITAL OUTLAY TOTAL	–	\$3,700	\$1,300	\$2,600

COMMUNITY ENGAGEMENT

DEPARTMENT DESCRIPTION

The Community Engagement program is staffed by a 1.0 FTE Graphic Design Specialist who is currently acting as Interim Public Information Officer for the City. This position manages several communications outlets for the City. These include website content, media relations, social media, and educational/outreach campaigns.

This position moved to report directly to the City Recorder to alleviate some of the supervisory burden on the City Manager’s office. Community Engagement works in concert with the City Recorder and City Manager to support efforts toward community outreach, connection, and collaboration. In the 2024-25 FY, the administrative department (which includes CE) launched a new city website, supporting City Council Goal 4 to create and maintain a high level of transparency with our residents to build trust.

Significant Changes

In the 2025-27 Biennium, CE has increased its Travel and Training budget to compensate for tuition reimbursement as the Interim Public Information Officer pursues a master’s degree in public administration. This degree will provide education and support necessary to take on the official title and responsibilities of Public Information Officer.



FTE COUNT

FTE Community Engagement 25.27

Position Name	FY2026	FY2027
Allocated FTE Count		
Interim PIO	1	1
ALLOCATED FTE COUNT	1	1

EXPENDITURE SUMMARY

1250 - Community Engagement

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
SALARIES & WAGES				
SALARIES AND WAGES	\$42,308	\$49,817	\$55,559	\$129,609
SALARIES & WAGES TOTAL	\$42,308	\$49,817	\$55,559	\$129,609
BENEFITS				
31-1250-440000 - Misc Fringe Benefits	-	-	-	\$520
31-1250-441000 - FICA/Medicare	\$3,237	\$3,812	\$4,251	\$9,916
31-1250-442000 - Workers Compensation	\$130	\$276	\$289	\$78
31-1250-443000 - Unemployment/Transit Tax	\$64	\$66	\$56	\$131
31-1250-444000 - Retirement - PERS	\$6,715	\$7,886	\$8,795	\$27,027
31-1250-444002 - Retirement-Pension Bond	\$891	\$1,861	\$2,812	\$6,394
31-1250-445000 - Health/Life/LTD	\$109	\$23,350	\$23,174	\$52,056
BENEFITS TOTAL	\$11,145	\$37,252	\$39,377	\$96,122
PERSONNEL SERVICES TOTAL	\$53,453	\$87,069	\$94,936	\$225,731
MATERIALS AND SERVICES				
MATERIALS AND SERVICES				
31-1250-510000 - Office Supplies	\$152	\$68	\$250	\$500
31-1250-515000 - Printing & Advertising	-	\$356	\$500	\$1,000
31-1250-520000 - Dues & Meetings	-	-	\$300	\$600
31-1250-523000 - Supplies & Equipment	\$2,763	\$1,216	\$2,500	\$5,000
31-1250-525000 - Travel & Training	\$166	\$619	\$1,000	\$10,000
31-1250-533000 - Contractual Services	\$1,561	-	-	\$0
31-1250-580000 - Professional Services	\$12,010	\$35,447	\$25,000	\$50,000
MATERIALS AND SERVICES TOTAL	\$16,652	\$37,706	\$29,550	\$67,100
MATERIALS AND SERVICES TOTAL	\$16,652	\$37,706	\$29,550	\$67,100
CAPITAL OUTLAY				
CAPITAL OUTLAY				
31-1250-610000 - Capital Outlay	-	-	\$700	\$1,400
CAPITAL OUTLAY TOTAL	-	-	\$700	\$1,400
CAPITAL OUTLAY TOTAL	-	-	\$700	\$1,400

FINANCE

DEPARTMENT DESCRIPTION

The Finance Director oversees day-to-day operations of the team including payroll, accounts payable, accounts receivable, cash receipts and disbursements, general ledger maintenance, and internal and external reporting, such as the Annual Comprehensive Financial Statement (ACFR). The Finance department is also responsible for the Annual Budget, which will become the Biennial Budget in 2025. Utility billing and collections is budgeted as a subset of the Finance Department and also falls under the direction of the Finance Director. This function is directly allocated to the utility funds (Wastewater, Water, and Stormwater).

In FY 2024-25, the department embarked on beginning the journey of moving to a biennial budget. This was a very tedious and time-consuming process, but will ultimately advance the city and allow for more opportunities for process improvements during the off year. Finance is working on developing a plan for each year of the budget and is excited about this new endeavor.

Significant Changes

In FY25 Finance has begun work on their departmental customer service manuals in line with Council Goal 1: Continue to create and maintain a high level of customer service. The department plans to finish separate manuals for Finance, Court, and Utility Billing during the BY 25-27 biennium. Finance also continues to produce a Financial Forecast to the public which now extends four years into the future, meeting Council Goal 4: Create and maintain a high level of transparency with our residents in order to build trust as well as Council Goal 5: Implement a careful and prudent fiscal policy.



FTE COUNT

Finance

Position Name	FY2026	FY2027
Allocated FTE Count		
Accounting Manager	1	1
Management Analyst	1	1
Financial Analyst	1	1
Finance Director	1	1
Accounting Clerk I	1	1
Accounting Clerk II	3	3
ALLOCATED FTE COUNT	8	8

EXPENDITURE SUMMARY

1310 - Finance

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
SALARIES & WAGES				
SALARIES AND WAGES	\$431,162	\$539,291	\$560,192	\$1,246,259
SALARIES & WAGES TOTAL	\$431,162	\$539,291	\$560,192	\$1,246,259
BENEFITS				
31-1310-440000 - Misc Fringe Benefits	-	-	-	\$4,986
31-1310-441000 - FICA/Medicare	\$32,328	\$40,626	\$42,855	\$95,340
31-1310-442000 - Workers Compensation	\$1,519	\$2,859	\$2,913	\$743
31-1310-443000 - Unemployment/Transit Tax	\$511	\$646	\$561	\$1,247
31-1310-444000 - Retirement - PERS	\$65,254	\$91,878	\$96,380	\$281,846
31-1310-444001 - Retirement-Principal	\$37,422	\$41,999	\$45,186	\$103,547
31-1310-444002 - Retirement-Pension Bond	\$14,609	\$17,316	\$24,218	\$52,987
31-1310-445000 - Health/Life/LTD	\$99,409	\$135,517	\$146,693	\$322,544
BENEFITS TOTAL	\$251,051	\$330,842	\$358,806	\$863,240
PERSONNEL SERVICES TOTAL	\$682,213	\$870,132	\$918,998	\$2,109,499
MATERIALS AND SERVICES				
MATERIALS AND SERVICES				
31-1310-510000 - Office Supplies	\$6,253	\$4,308	\$3,000	\$6,000
31-1310-515000 - Printing & Advertising	\$1,838	\$3,218	\$2,200	\$4,400
31-1310-520000 - Dues & Meetings	\$3,086	\$1,880	\$1,700	\$3,400
31-1310-520003 - Recruitment Expense	\$320	-	-	\$0
31-1310-523000 - Supplies & Equipment	\$1,828	\$398	\$1,000	\$2,000
31-1310-525000 - Travel & Training	\$3,128	\$8,631	\$8,000	\$32,800
31-1310-532000 - Bank Fees	\$21	\$714	\$100	\$200
31-1310-533000 - Contractual Services	\$7,977	\$7,965	\$15,000	\$30,000
31-1310-533045 - Maintenance Agreements	\$24,591	\$4,991	\$139,582	\$300,450
31-1310-540000 - Utilities	\$507	\$487	\$600	\$1,200
31-1310-551000 - Books & Publications	-	-	\$100	\$200
31-1310-575000 - Bond Registration Costs	\$3,000	\$3,250	\$3,000	\$6,000
31-1310-580000 - Professional Services	\$61,113	\$202,871	\$50,000	\$100,000
31-1310-599000 - Misc Expenses and Write-offs	\$31,742	\$20,273	-	\$0
MATERIALS AND SERVICES TOTAL	\$145,404	\$258,987	\$224,282	\$486,650
MATERIALS AND SERVICES TOTAL	\$145,404	\$258,987	\$224,282	\$486,650
CAPITAL OUTLAY				
CAPITAL OUTLAY				
31-1310-610000 - Capital Outlay	-	\$62,656	-	\$0
CAPITAL OUTLAY TOTAL	-	\$62,656	-	\$0
CAPITAL OUTLAY TOTAL	-	\$62,656	-	\$0

1311 - General Office

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
MATERIALS AND SERVICES				
MATERIALS AND SERVICES				
31-1311-511000 - Postage	\$30,753	\$20,199	\$42,000	\$84,000
31-1311-531000 - Telephones	\$249,687	\$248,734	\$269,556	\$539,112
MATERIALS AND SERVICES TOTAL	\$280,440	\$268,933	\$311,556	\$623,112
MATERIALS AND SERVICES TOTAL	\$280,440	\$268,933	\$311,556	\$623,112

1320 - Finance - Billing

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
SALARIES & WAGES				
SALARIES AND WAGES	\$128,304	\$136,439	\$135,891	\$311,577
SALARIES & WAGES TOTAL	\$128,304	\$136,439	\$135,891	\$311,577
BENEFITS				
31-1320-440000 - Misc Fringe Benefits	-	-	-	\$1,247
31-1320-441000 - FICA/Medicare	\$9,813	\$10,428	\$10,396	\$23,836
31-1320-442000 - Workers Compensation	\$402	\$736	\$707	\$188
31-1320-443000 - Unemployment/Transit Tax	\$173	\$173	\$136	\$312
31-1320-444001 - Retirement-Principal	\$61,080	\$70,747	\$77,431	\$187,609
31-1320-445000 - Health/Life/LTD	\$40,613	\$40,605	\$43,759	\$78,953
BENEFITS TOTAL	\$112,080	\$122,688	\$132,429	\$292,145
PERSONNEL SERVICES TOTAL	\$240,384	\$259,128	\$268,320	\$603,722
MATERIALS AND SERVICES				
MATERIALS AND SERVICES				
31-1320-510000 - Office Supplies	\$3,434	\$1,631	\$1,500	\$3,000
31-1320-515000 - Printing & Advertising	-	-	\$1,000	\$2,000
31-1320-523000 - Supplies & Equipment	\$1,171	\$2,629	\$1,500	\$3,000
31-1320-525000 - Travel & Training	\$0	-	\$1,000	\$2,000
31-1320-532000 - Bank Fees	\$206,577	\$321,180	\$280,000	\$560,000
31-1320-533000 - Contractual Services	\$53,390	\$51,618	\$53,000	\$106,000
31-1320-533045 - Maintenance Agreements	\$31,334	\$3,688	\$27,500	\$55,000
31-1320-540000 - Utilities	\$211	\$203	\$220	\$440
31-1320-558001 - Utility Assistance	\$21,257	\$17,155	\$22,400	\$44,800
MATERIALS AND SERVICES TOTAL	\$317,374	\$398,104	\$388,120	\$776,240
MATERIALS AND SERVICES TOTAL	\$317,374	\$398,104	\$388,120	\$776,240

Total Appropriations - Finance

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	BY 25-27 Biennial Total
EXPENSES				
FINANCE	\$827,618	\$1,191,775	\$1,143,280	\$2,596,149
GENERAL OFFICE	\$280,440	\$268,933	\$311,556	\$623,112
FINANCE - BILLING	\$557,758	\$657,232	\$656,440	\$1,379,962
EXPENSES TOTAL	\$1,665,816	\$2,117,940	\$2,111,276	\$4,599,223



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INFORMATION TECHNOLOGY

DEPARTMENT DESCRIPTION

The IT Department is a tightly integrated team of 7.0 FTEs which supports the City's network, servers, phone system and other computer hardware. This includes the City's email, backup systems, access control and video surveillance system, 911 center, and mobile data devices. In total, we support over 175 servers and 150 desktops, along with more than 275 mobile devices. Finally, in our support role the department operates a business-hours live help desk, which is able to resolve most issues quickly and with minimal user disruption, and has on-call services available 24/7 to support emergency and after-hours needs.

In 2024-25, we spent time improving the City's network security, both for our primary networks hosting workstations and servers, but also for our OT networks, operating the City's water and wastewater plants. We also upgraded our backup system, significantly improving the system's performance and capacity, and we replaced our video storage server, increasing its reliability and capacity as our camera system grows. We also moved the GIS tech position, formerly in the engineering department, into the IT department, which has helped significantly when working on GIS-related issues with other departments.

For the 2025-27 biennium, in addition to our support and maintenance roles, we're planning significant upgrades for two of our major server clusters, which will provide increased reliability and an improved user experience for city staff and members of the public.

The IT Department plays a critical role in supporting Council Goals by implementing cost-effective and modern technological solutions to enable and enhance operations, inter-departmental communication, customer service and citizen interaction. This directly supports council goals 1 and 4, but also indirectly supports the other council goals by allowing city staff to better perform their work.

FTE COUNT

FTE Information Technology 25.27

Position Name	FY2026	FY2027
Allocated FTE Count		
Information Technician I	1	1
Systems Administrator	3	3
IT Administrative Assistant	1	1
City Technology Manager	1	1
GIS TECH IT	1	1
ALLOCATED FTE COUNT	7	7

EXPENDITURE SUMMARY

1330 - Information Technology

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
SALARIES & WAGES				
SALARIES AND WAGES	\$499,396	\$561,648	\$665,902	\$1,335,447
SALARIES & WAGES TOTAL	\$499,396	\$561,648	\$665,902	\$1,335,447
BENEFITS				
31-1330-440000 - Misc Fringe Benefits	–	–	–	\$7,150
31-1330-441000 - FICA/Medicare	\$38,010	\$42,622	\$50,836	\$102,300
31-1330-442000 - Workers Compensation	\$2,062	\$2,958	\$4,304	\$2,158
31-1330-443000 - Unemployment/Transit Tax	\$574	\$669	\$666	\$1,339
31-1330-444000 - Retirement - PERS	\$17,957	\$26,732	\$63,899	\$143,262
31-1330-444001 - Retirement-Principal	\$195,689	\$214,412	\$162,077	\$400,824
31-1330-444002 - Retirement-Pension Bond	\$4,865	\$6,358	\$18,063	\$33,890
31-1330-445000 - Health/Life/LTD	\$125,880	\$136,674	\$187,302	\$373,037
BENEFITS TOTAL	\$385,037	\$430,425	\$487,147	\$1,063,960
PERSONNEL SERVICES TOTAL	\$884,433	\$992,073	\$1,153,049	\$2,399,407
MATERIALS AND SERVICES				
MATERIALS AND SERVICES				
31-1330-510000 - Office Supplies	\$1,289	\$1,934	\$2,000	\$4,000
31-1330-520000 - Dues & Meetings	\$191	\$200	\$200	\$400
31-1330-523000 - Supplies & Equipment	\$11,070	\$32,565	\$16,000	\$32,000
31-1330-525000 - Travel & Training	\$4,095	\$7,392	\$30,000	\$60,000
31-1330-533045 - Maintenance Agreements	\$249,631	\$331,236	\$405,411	\$1,043,895
31-1330-534000 - Vehicle Lease Payment	–	–	\$25,951	\$51,902
31-1330-540000 - Utilities	\$549	\$528	\$500	\$1,000
31-1330-551000 - Books & Publications	–	–	\$200	\$400
31-1330-580000 - Professional Services	\$6,621	\$4,698	\$21,000	\$42,000
MATERIALS AND SERVICES TOTAL	\$273,446	\$378,553	\$501,262	\$1,235,597
MATERIALS AND SERVICES TOTAL	\$273,446	\$378,553	\$501,262	\$1,235,597
CAPITAL OUTLAY				
CAPITAL OUTLAY				
31-1330-610000 - Capital Outlay	\$157,202	\$22,624	\$217,497	\$454,765
CAPITAL OUTLAY TOTAL	\$157,202	\$22,624	\$217,497	\$454,765
CAPITAL OUTLAY TOTAL	\$157,202	\$22,624	\$217,497	\$454,765

CITY ATTORNEY

DEPARTMENT DESCRIPTION

The City charter establishes the Office of City Attorney as the chief legal officer of the City government. The City Attorney works as a critical part of the legislative and administrative branches of the City to provide legal advice and ensure the City operates in a legally justifiable and ethical manner. The City Attorney's Office acts to enforce codes and laws of the city through the work of a city prosecutor.

During FY 2020-21 the City Council determined that the City's legal services needs would be better served through a contract law firm rather than an individual attorney. The City conducted a request for proposal process to identify a firm capable of meeting the City's needs now and into the future.

Miller, Nash, Graham & Dunn (Miller Nash) was selected by the Council to serve Newberg, with firm partner James Walker selected to serve the City as City Attorney. Miller Nash is now in its second contract period with the City of Newberg. This strong relationship leverages the knowledge of multiple in-house attorney experts to address city needs. Miller Nash continues to defend the interests of the City and its residents, providing a wealth of experience and its own paralegal team to support the missions of the other divisions of the City.

FTE COUNT

FTE City Attorney 25.27

Position Name	FY2026	FY2027
Allocated FTE Count		
Prosecutor	0.3	0.3
ALLOCATED FTE COUNT	0.3	0.3

EXPENDITURE SUMMARY

1410 - City Attorney

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
SALARIES & WAGES				
SALARIES AND WAGES	\$94,024	\$47,988	\$36,066	\$109,788
SALARIES & WAGES TOTAL	\$94,024	\$47,988	\$36,066	\$109,788
BENEFITS				
31-1410-440000 - Misc Fringe Benefits	-	-	-	\$440
31-1410-441000 - FICA/Medicare	\$7,762	\$3,671	\$2,760	\$8,400
31-1410-442000 - Workers Compensation	\$206	\$257	\$188	\$67
31-1410-443000 - Unemployment/Transit Tax	\$115	\$55	\$37	\$111
31-1410-444000 - Retirement - PERS	\$0	\$13,195	\$10,413	\$37,356
31-1410-444001 - Retirement-Principal	\$25,188	-	-	\$0
31-1410-444002 - Retirement-Pension Bond	-	\$1,178	\$1,825	\$5,475
31-1410-445000 - Health/Life/LTD	\$1,593	-	-	\$0
BENEFITS TOTAL	\$34,864	\$18,356	\$15,223	\$51,849
PERSONNEL SERVICES TOTAL	\$128,888	\$66,344	\$51,289	\$161,637
MATERIALS AND SERVICES				
MATERIALS AND SERVICES				
31-1410-510000 - Office Supplies	\$1,371	\$49	\$1,000	\$3,900
31-1410-510120 - Nuisance/Abatement Control	\$1,085	-	-	\$0
31-1410-520000 - Dues & Meetings	\$688	\$1,138	\$500	\$1,000
31-1410-525000 - Travel & Training	\$1,106	\$130	\$2,000	\$4,000
31-1410-533045 - Maintenance Agreements	\$4,088	\$1,980	-	\$0
31-1410-540000 - Utilities	\$422	\$406	\$400	\$800
31-1410-551000 - Books & Publications	\$146	-	\$325	\$650
31-1410-595000 - Court/Prosecution Expenses	\$106,127	-	\$500	\$1,000
31-1410-595001 - Court Improvement	\$7,500	-	\$250	\$500
31-1410-595002 - Legal Expenses	\$431,098	\$592,999	\$600,000	\$1,200,000
MATERIALS AND SERVICES TOTAL	\$553,632	\$596,702	\$604,975	\$1,211,850
MATERIALS AND SERVICES TOTAL	\$553,632	\$596,702	\$604,975	\$1,211,850

EMERGENCY MANAGEMENT

DESCRIPTION

In 2022 the City Emergency Programs were centralized for the first time since 2011. The need for this was evident during the 2020-2023 coordination of Covid Pandemic policy, information, planning, data, and grants. The City of Newberg has a night population of 27,800 and a daytime population over 30,000 (including schools, business, and tourism).

The City identified the following core emergency/disaster responsibilities.

Prepare-Mitigate-Respond-Recover:

- Protect Lives and Safety
- Protect & Restore essential services / infrastructure
- Protect the Environment
- Foster Public Resiliency and Recovery / Community Lifelines

In 2024 the program was instrumental in response, recovery, documentation, and in qualifying Newberg (and all of Yamhill County) for FEMA disaster assistance after the winter storm flooding. In addition to the extensive FEMA assistance applications, the program completed the emergency communications plan, snow response plan, performed several public outreach activities, and continued NIMS training for new employees.

Funds for Emergency Planning and Management activities were previously embedded in Public Works funds, however this complicated the tracking of expenses and grants. In the FY 2025-2027 biennium budget, Emergency Preparedness program funds are being consolidated in fund 31 to facilitate easier tracking and transparency. Activities will continue to focus on the list of identified gaps in training and equipment. Ongoing public outreach, updates to the Water Curtailment and Plant Emergency plan, and the 5-year update of the Natural Hazards plan are scheduled.

General Program responsibilities include:

- Emergency Operations Center Readiness and Training: Inventory & Equipment, ARES radio, volunteers, stand up, demobilize, job aids, modernization of operations, documentation, internal-external redundancy.
- ICS NIMS and EOC position qualifications: Federal & State Required staff training and record keeping.
- Collaboration with Regional/County/State Partners: Planning and Exercises
- Alerting and templates: Coordinates with Dispatch, Responders and PIOs
- New Employee Safety/Emergency Response orientation.
- After action Hotwash meetings and Reports
- Coordinates the YC-ARES radio team for the Newberg EOC
- City Safety Committee: liaison for committee [an OSHA requirement]
- Facility Evacuations: Shelter in Place and Evacuation plans and exercises.
- Review of Hazard Plans: provide insight for department response and large events.
- Community Outreach & Collaboration: resiliency and partnerships with Nonprofits, Businesses, Volunteers.
- Develop/Maintain Resources and Partnerships: with local, state, regional & national partners.

STAFFING SUMMARY

FTE Emergency Mgmt 25.27

Department Category Description	FY2026	FY2027
Allocated FTE Count		
EMERGENCY MANAGEMENT	1	1
ALLOCATED FTE COUNT	1	1

EXPENDITURE SUMMARY

1240 - Emergency Management

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
SALARIES & WAGES				
SALARIES AND WAGES	-	-	-	\$199,237
SALARIES & WAGES TOTAL	-	-	-	\$199,237
BENEFITS				
31-1240-440000 - Misc Fringe Benefits	-	-	-	\$798
31-1240-441000 - FICA/Medicare	-	-	-	\$15,243
31-1240-442000 - Workers Compensation	-	-	-	\$1,954
31-1240-443000 - Unemployment/Transit Tax	-	-	-	\$200
31-1240-444001 - Retirement-Principal	-	-	-	\$122,580
31-1240-445000 - Health/Life/LTD	-	-	-	\$71,974
BENEFITS TOTAL	-	-	-	\$212,749
MATERIALS AND SERVICES				
MATERIALS AND SERVICES				
31-1240-510000 - Office Supplies	-	-	-	\$1,500
31-1240-515000 - Printing & Advertising	-	-	-	\$1,500
31-1240-523000 - Supplies & Equipment	-	-	-	\$6,000
31-1240-524000 - Safety Program	-	-	-	\$1,000
31-1240-525000 - Travel & Training	-	-	-	\$12,500
31-1240-566000 - Equip Repair & Maintenance	-	-	-	\$5,000
31-1240-580000 - Professional Services	-	-	-	\$19,600
MATERIALS AND SERVICES TOTAL	-	-	-	\$47,100
MATERIALS AND SERVICES TOTAL	-	-	-	\$47,100
CAPITAL OUTLAY				
CAPITAL OUTLAY				
31-1240-610000 - Capital Outlay	-	-	-	\$10,000
CAPITAL OUTLAY TOTAL	-	-	-	\$10,000
CAPITAL OUTLAY TOTAL	-	-	-	\$10,000

PUBLIC WORKS - FLEET

DEPARTMENT DESCRIPTION

The Fleet Administrative and Support Services is responsible for the maintenance, repair, and purchasing/set-up of new or replacement vehicles and small/large equipment for most City departments. This scope of responsibility includes 160 vehicles in the City Administration, Community Development, Police, and Public Works Departments.

The city fleet is comprised of various types of gas, diesel, electric and hybrid powered vehicles, including passenger vehicles, pickup trucks, patrol vehicles, water tanker trucks, street sweepers, backhoes, loaders, roadway graders, dump trucks, Vector trucks, TV truck, crane trucks, and crew service trucks.

In addition to the city vehicle fleet, Fleet Services provides maintenance and repairs for 165 pieces of small to large equipment, and 2 emergency generators. Additionally, Fleet Services provides maintenance and repair services for 15 Newberg School District and 26 Chehalem Park and Recreation District maintenance vehicles.

In 2024, the City completed construction of an onsite gas and diesel fuel facility that is used to provide refueling of city vehicles and equipment, provides a ready fuel reserve for the City in the event of an emergency, and reduced the City's annual fuel costs by taking advantage of state contract bulk fuel pricing. The Newberg School District buses also utilize the fuel facility under a contractual agreement, reimbursing the City for the cost of fuel and facility maintenance and operational costs, providing the city additional fuel cost savings by volume purchasing.



FTE COUNT

FTE PW Fleet 25.27

Position Name	FY2026	FY2027
Allocated FTE Count		
Fleet Mechanic	1	1
Fleet Maintenance Lead Crew Chief	1	1
ALLOCATED FTE COUNT	2	2

EXPENDITURE SUMMARY

5162 - Fleet

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
SALARIES & WAGES				
SALARIES AND WAGES	\$145,142	\$142,279	\$147,640	\$337,290
SALARIES & WAGES TOTAL	\$145,142	\$142,279	\$147,640	\$337,290
BENEFITS				
31-5162-440000 - Misc Fringe Benefits	-	-	-	\$1,952
31-5162-441000 - FICA/Medicare	\$11,152	\$11,062	\$11,295	\$25,849
31-5162-442000 - Workers Compensation	\$3,398	\$4,062	\$5,265	\$8,366
31-5162-443000 - Unemployment/Transit Tax	\$168	\$173	\$148	\$338
31-5162-444000 - Retirement - PERS	\$838	\$4,858	\$4,987	\$29,174
31-5162-444001 - Retirement-Principal	\$69,955	\$60,359	\$64,468	\$114,262
31-5162-444002 - Retirement-Pension Bond	\$41	\$1,161	\$1,594	\$6,902
31-5162-445000 - Health/Life/LTD	\$45,148	\$44,075	\$47,442	\$123,998
BENEFITS TOTAL	\$130,699	\$125,750	\$135,199	\$310,841
PERSONNEL SERVICES TOTAL	\$275,841	\$268,029	\$282,839	\$648,131
MATERIALS AND SERVICES				
MATERIALS AND SERVICES				
31-5162-510000 - Office Supplies	\$374	\$159	\$500	\$1,000
31-5162-512000 - Uniforms	\$3,193	\$1,340	\$2,000	\$4,000
31-5162-520000 - Dues & Meetings	\$659	\$176	\$500	\$1,000
31-5162-523000 - Supplies & Equipment	\$492	\$1,137	\$8,400	\$27,000
31-5162-523008 - Intergovernmental Garage Costs	\$7,203	\$8,522	\$43,000	\$60,000
31-5162-523012 - Shop Supplies/Environmental	\$1,150	\$1,289	\$2,500	\$5,000
31-5162-523100 - Small Tools	\$5,761	\$494	-	\$0
31-5162-525000 - Travel & Training	\$597	\$1,495	\$2,000	\$4,000
31-5162-526000 - Employee Testing	\$290	\$80	\$500	\$1,000
31-5162-533045 - Maintenance Agreements	\$1,030	\$3,305	\$8,000	\$49,440
31-5162-551000 - Books & Publications	\$1,273	-	\$2,500	\$5,000
31-5162-562000 - Fuel	\$1,990	\$870	\$2,000	\$4,000
31-5162-563000 - Vehicle Maintenance	\$408	\$747	-	\$0
31-5162-566000 - Equip Repair & Maintenance	\$728	\$2,556	\$3,000	\$6,000
31-5162-566001 - Fuel Station Refuel	-	\$5,305	\$60,000	\$120,000
31-5162-566002 - Stock Vehicle and Equipment Parts Supply	-	\$4,474	\$25,000	\$50,000
MATERIALS AND SERVICES TOTAL	\$25,145	\$31,947	\$159,900	\$337,440
MATERIALS AND SERVICES TOTAL	\$25,145	\$31,947	\$159,900	\$337,440
CAPITAL OUTLAY				
CAPITAL OUTLAY				
31-5162-610000 - Capital Outlay	-	\$109,695	\$111,610	\$223,220
CAPITAL OUTLAY TOTAL	-	\$109,695	\$111,610	\$223,220
CAPITAL OUTLAY TOTAL	-	\$109,695	\$111,610	\$223,220

PUBLIC WORKS - FACILITIES

DEPARTMENT DESCRIPTION

Facilities Administrative and Support Services is responsible for City-owned properties, parking lots and buildings, which includes the Library and Annex Buildings, City Hall, City Hall Archives Building, Public Safety Building, 2nd Street Parking Lot, Public Works Maintenance Yard, and the Wastewater and Water Treatment Plant Administration Buildings.

Additionally, Facilities Services is responsible for the groundskeeping for over three acres of landscape and turf which includes the Waterwise Garden, Butler Property, Francis Square, Rocket Park, Hwy 99W medians, Newberg Welcome Signs, Unity Park (Flagpole), Dayton Ave at 3rd and 4th Street, in addition to the landscaping around City owned facilities.

- Facilities Maintains:
- 76,803 Square feet of building
 - 15.82 Acres of landscapes



FTE COUNT

FTE PW Facilities 25.27

Position Name	FY2026	FY2027
Allocated FTE Count		
Facilities Maintenance Tech	1	1
ALLOCATED FTE COUNT	1	1

EXPENDITURE SUMMARY

5164 - Facilities

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
SALARIES & WAGES				
SALARIES AND WAGES	\$41,612	\$47,632	\$49,665	\$156,792
SALARIES & WAGES TOTAL	\$41,612	\$47,632	\$49,665	\$156,792
BENEFITS				
31-5164-440000 - Misc Fringe Benefits	-	-	-	\$929
31-5164-441000 - FICA/Medicare	\$3,346	\$3,550	\$3,800	\$12,018
31-5164-442000 - Workers Compensation	\$1,755	\$1,736	\$1,907	\$5,342
31-5164-443000 - Unemployment/Transit Tax	\$56	\$58	\$50	\$158
31-5164-444001 - Retirement-Principal	\$22,434	\$25,985	\$28,167	\$96,513
31-5164-445000 - Health/Life/LTD	\$16,754	\$16,743	\$18,042	\$71,552
BENEFITS TOTAL	\$44,345	\$48,072	\$51,966	\$186,512
PERSONNEL SERVICES TOTAL	\$85,956	\$95,704	\$101,631	\$343,304
MATERIALS AND SERVICES				
MATERIALS AND SERVICES				
31-5164-510000 - Office Supplies	\$474	\$307	\$750	\$1,500
31-5164-512000 - Uniforms	\$2,748	\$687	\$2,500	\$5,000
31-5164-520000 - Dues & Meetings	\$227	\$483	\$1,000	\$2,000
31-5164-523000 - Supplies & Equipment	\$21,859	\$4,130	\$10,000	\$28,000
31-5164-523100 - Small Tools	\$2,408	\$43	-	\$0
31-5164-525000 - Travel & Training	\$157	\$0	\$5,000	\$10,000
31-5164-526000 - Employee Testing	\$123	-	-	\$0
31-5164-533000 - Contractual Services	\$64,533	\$480	-	\$0
31-5164-533004 - Haz Mat Removal	-	-	\$750	\$1,500
31-5164-533045 - Maintenance Agreements	\$2,571	\$106,778	\$150,000	\$806,484
31-5164-540000 - Utilities	\$87,505	\$97,974	\$110,000	\$249,260
31-5164-562000 - Fuel	\$333	\$1,494	\$3,000	\$4,000
31-5164-563000 - Vehicle Maintenance	-	\$9	-	\$0
31-5164-566000 - Equip Repair & Maintenance	\$33	\$299	\$5,000	\$4,000
31-5164-571000 - Bldg & Grounds Maintenance	\$11,545	\$1,440	-	\$0
31-5164-571005 - Building Repairs-PW Maint	\$38,860	\$22,498	\$40,000	\$80,000
31-5164-571011 - Building Repairs-City Hall/CDD	\$88,203	\$32,039	\$50,000	\$100,000
31-5164-571021 - Building Repairs-Public Safety	\$38,868	\$24,646	\$60,000	\$120,000
31-5164-571031 - Building Repair-Library	\$29,227	\$23,599	\$50,000	\$100,000
31-5164-571045 - Building Repairs-Archives	\$488	\$1,671	\$10,000	\$20,000
31-5164-571046 - Bldg Repair-City Parking Lots	-	-	\$18,250	\$36,500
31-5164-571077 - Bldg Repair-Community Art Disp	-	-	\$1,500	\$3,000
31-5164-584000 - Janitorial Service	\$85,625	\$46,487	-	\$0
31-5164-585000 - Groundskeeping-General	\$6,924	\$1,833	\$23,000	\$46,000
31-5164-585001 - Groundskeeping-Public Safety	\$73	-	-	\$0
31-5164-585055 - Groundskeeping-Library	-	-	\$5,000	\$10,000
MATERIALS AND SERVICES TOTAL	\$482,784	\$366,898	\$545,750	\$1,627,244
MATERIALS AND SERVICES TOTAL	\$482,784	\$366,898	\$545,750	\$1,627,244
CAPITAL OUTLAY				
CAPITAL OUTLAY				
31-5164-610000 - Capital Outlay	\$112,852	\$365,396	\$813,310	\$1,081,462
31-5164-610004 - Capital Outlay - Unrecovered Costs	-	\$298,165	-	\$0
CAPITAL OUTLAY TOTAL	\$112,852	\$663,561	\$813,310	\$1,081,462
CAPITAL OUTLAY TOTAL	\$112,852	\$663,561	\$813,310	\$1,081,462

Total Appropriations - Public Works

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	BY 25-27 Biennial Total
EXPENSES				
EMERGENCY MANAGEMENT	-	-	-	\$469,086
FLEET	\$300,986	\$409,671	\$554,349	\$1,208,791
FACILITIES	\$681,592	\$1,126,162	\$1,460,691	\$3,052,010
EXPENSES TOTAL	\$982,578	\$1,535,834	\$2,015,040	\$4,729,887



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PUBLIC SAFETY FUNDS



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CIVIL FORFEITURE FUND (03)

BY2025-2027 OPERATING BUDGET

FUND DESCRIPTION

The Civil Forfeiture Fund was established to budget and account for the occasional receipt of criminal assets received through the activities of the Police Department. These assets are legally required to be separately tracked and used to support law enforcement activities. Forfeitures vary from year to year.

RESOURCES

(03) Civil Forfeiture Fund

	ACTUALS		ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
Beg F/B-Net Wrkg Capital	\$867	\$6,706	\$6,930	\$27,915
Revenues				
03-0000-336000 - Other Forfeitures	\$5,958	-	-	\$0
03-0000-361000 - Interest Earned	\$93	\$224	\$10	\$800
REVENUES TOTAL	\$6,051	\$224	\$10	\$800
Total Resources	\$6,918	\$6,930	\$6,940	\$28,715

REQUIREMENTS

2110 - Police Administration

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	PROPOSED BY 2025-2027
	FY2023	FY2024	FY2025	
MATERIALS AND SERVICES				
MATERIALS AND SERVICES				
03-2110-521000 - Confidential Funds	\$212	-	-	\$0
03-2110-580000 - Professional Services	-	-	\$6,940	\$28,715
MATERIALS AND SERVICES TOTAL	\$212	-	\$6,940	\$28,715
MATERIALS AND SERVICES TOTAL	\$212	-	\$6,940	\$28,715



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911 TAX FUND (13)

BY2025-2027 OPERATING BUDGET

FUND DESCRIPTION

This fund represents additional funding for the Police Communications department referenced earlier in the General Fund. The 911 Fund represents the restricted aspect of the 911 State Tax and the associated costs that this revenue supports.

FTE COUNT

FTE 911 Tax Fund 25.27

Position Name	FY2026	FY2027
Allocated FTE Count		
Communications Operations Manager	1	1
Communications Officer	2	2
ALLOCATED FTE COUNT	3	3

RESOURCES

(13) 911 Emergency Fund

	ACTUALS		ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
Beg F/B-Net Wrkg Capital	\$274,401	\$231,364	\$201,027	\$32,456
Revenues				
13-0000-310000 - 911 Excise Taxes	\$432,842	\$445,477	\$443,995	\$1,005,525
13-0000-338011 - Master Street Address Guide	-	-	\$500	\$0
13-0000-360000 - Miscellaneous Revenues	-	\$22,315	\$2,000	\$9,000
13-0000-361000 - Interest Earned	\$2,973	\$3,635	-	\$0
REVENUES TOTAL	\$435,815	\$471,426	\$446,495	\$1,014,525
Total Resources	\$710,216	\$702,790	\$647,522	\$1,046,981

REQUIREMENTS

2310 - Police Communications

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
SALARIES & WAGES				
SALARIES AND WAGES	\$286,344	\$288,505	\$395,956	\$579,762
SALARIES & WAGES TOTAL	\$286,344	\$288,505	\$395,956	\$579,762
BENEFITS				
13-2310-440000 - Misc Fringe Benefits	-	-	-	\$2,320
13-2310-441000 - FICA/Medicare	\$21,260	\$21,553	\$19,375	\$44,353
13-2310-442000 - Workers Compensation	\$925	\$1,509	\$1,308	\$334
13-2310-443000 - Unemployment/Transit Tax	\$349	\$338	\$254	\$580
13-2310-444000 - Retirement - PERS	\$57,337	\$69,330	\$54,568	\$139,350
13-2310-444002 - Retirement-Pension Bond	\$10,676	\$10,931	\$11,223	\$25,744
13-2310-445000 - Health/Life/LTD	\$101,960	\$87,281	\$89,293	\$203,143
BENEFITS TOTAL	\$192,508	\$190,943	\$176,021	\$415,824
PERSONNEL SERVICES TOTAL	\$478,852	\$479,448	\$571,977	\$995,586
MATERIALS AND SERVICES				
MATERIALS AND SERVICES				
13-2310-580000 - Professional Services	-	\$22,316	-	\$0
MATERIALS AND SERVICES TOTAL	-	\$22,316	-	\$0
MATERIALS AND SERVICES TOTAL	-	\$22,316	-	\$0

9180 - Reserves

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
RESERVES/CONTINGENCIES				
RESERVES/CONTINGENCIES				
13-9180-800000 - Contingency	-	-	\$75,545	\$51,395
RESERVES/CONTINGENCIES TOTAL	-	-	\$75,545	\$51,395
RESERVES/CONTINGENCIES TOTAL	-	-	\$75,545	\$51,395

Total Requirements

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
TOTAL REQUIREMENTS	\$478,852	\$501,763	\$647,522	\$1,046,981

PUBLIC SAFETY FEE FUND (16)

BY2025-2027 OPERATING BUDGET

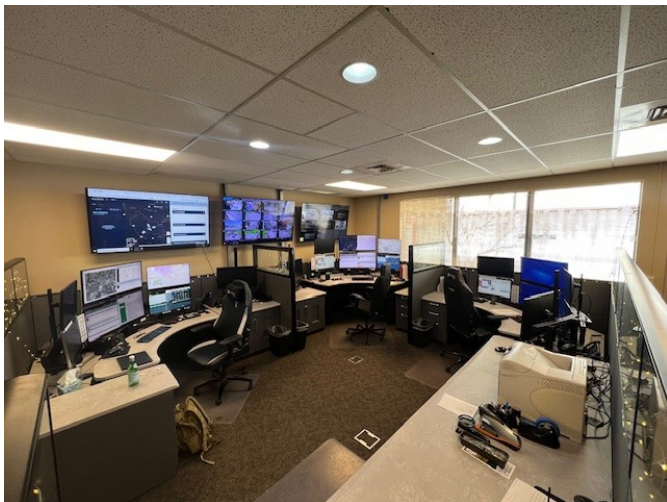
FUND DESCRIPTION

PATROL

The Public Safety Fee of \$3.00 was established and supported overwhelmingly in 2009 to fund three police officer positions. The fund represents additional funding for the Police department referenced earlier in the General Fund. The Public Safety Fee Fund represents the restricted aspect of the revenue generated from the fees attached to the Municipal Services Statement. \$4.58 per month per Equivalent Dwelling Unit (EDU) is dedicated to fund three police officers.

Significant Changes

Growth in the Public Safety Fee revenue reflects an increase by the inflationary index as allowed by Council Action, as well as the activity of new water meters.



NEWCOM

The Communications Officer Public Safety Fee of \$2.00 was established in 2014 for the purpose of funding two communications officer positions. The Communications Officer Public Safety Fee Fund represents the restricted aspect of the revenue generated from the fees attached to the Municipal Services Statement. \$2.78 per month per Equivalent Dwelling Unit (EDU) is currently dedicated to fund 2 dispatchers.

Significant Changes

Pending success of the City's debt reduction plan, the City hopes to remove the Communication Officer Fee from the Municipal Billing Statement beginning July 1, 2026. This change has been reflected in the budget, moving the two fee-funded dispatchers back into the General Fund. This directly aligns with Council Goal 5: Implement a careful and prudent fiscal policy; O2: Reduce elements of the municipal billing statement.

FTE COUNT

FTE Public Safety Fund 25.27

Position Name	FY2026	FY2027
Allocated FTE Count		
Communications Officer	2	0
Police Officer	3	3
ALLOCATED FTE COUNT	5	3

RESOURCES

(16) Public Safety Fee Fund

	ACTUALS		ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
Beg F/B-Net Wrkg Capital	\$85,128	\$172,398	\$305,199	\$119,191
Revenues				
16-0000-347000 - Local Fee (Transportation/Public Safety)	\$466,422	\$510,475	\$506,396	\$1,097,445
16-0000-347001 - CO Public Safety Fee	\$282,381	\$308,936	\$284,936	\$327,431
16-0000-361000 - Interest Earned	\$2,485	\$6,290	\$250	\$9,700
REVENUES TOTAL	\$751,289	\$825,701	\$791,582	\$1,434,576
Total Resources	\$836,417	\$998,099	\$1,096,781	\$1,553,767

REQUIREMENTS

2120 - Patrol

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	PROPOSED BY 2025-2027
	FY2023	FY2024	FY2025	
SALARIES & WAGES				
SALARIES AND WAGES	\$226,042	\$226,338	\$378,967	\$664,692
SALARIES & WAGES TOTAL	\$226,042	\$226,338	\$378,967	\$664,692
BENEFITS				
16-2120-440000 - Misc Fringe Benefits	-	-	-	\$2,659
16-2120-441000 - FICA/Medicare	\$16,828	\$16,773	\$21,341	\$50,849
16-2120-442000 - Workers Compensation	\$5,012	\$9,008	\$8,038	\$14,160
16-2120-443000 - Unemployment/Transit Tax	\$291	\$263	\$279	\$665
16-2120-444000 - Retirement - PERS	\$54,507	\$48,643	\$66,348	\$189,740
16-2120-444002 - Retirement-Pension Bond	\$9,449	\$7,102	\$12,612	\$29,397
16-2120-445000 - Health/Life/LTD	\$68,360	\$74,391	\$89,594	\$196,820
BENEFITS TOTAL	\$154,446	\$156,180	\$198,212	\$484,290
PERSONNEL SERVICES TOTAL	\$380,489	\$382,518	\$577,179	\$1,148,982

2310 - Police Communications

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
SALARIES & WAGES				
SALARIES AND WAGES	\$169,094	\$185,680	\$159,318	\$197,017
SALARIES & WAGES TOTAL	\$169,094	\$185,680	\$159,318	\$197,017
BENEFITS				
16-2310-440000 - Misc Fringe Benefits	-	-	-	\$789
16-2310-441000 - FICA/Medicare	\$12,490	\$13,797	\$12,188	\$15,072
16-2310-442000 - Workers Compensation	\$661	\$964	\$819	\$111
16-2310-443000 - Unemployment/Transit Tax	\$216	\$217	\$160	\$198
16-2310-444000 - Retirement - PERS	\$36,369	\$46,269	\$30,262	\$44,582
16-2310-444002 - Retirement-Pension Bond	\$5,228	\$6,798	\$7,015	\$8,236
16-2310-445000 - Health/Life/LTD	\$59,473	\$56,656	\$59,434	\$63,136
BENEFITS TOTAL	\$114,437	\$124,702	\$109,878	\$132,124
PERSONNEL SERVICES TOTAL	\$283,531	\$310,382	\$269,196	\$329,141

9180 - Reserves

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
RESERVES/CONTINGENCIES				
RESERVES/CONTINGENCIES				
16-9180-800000 - Contingency	-	-	\$175,698	\$75,644
16-9180-800001 - Contingency/Reserves - Assigned	-	-	\$74,708	\$0
RESERVES/CONTINGENCIES TOTAL	-	-	\$250,406	\$75,644
RESERVES/CONTINGENCIES TOTAL	-	-	\$250,406	\$75,644

800000 Contingency - Public Safety Fee

800001 Contingency - CO Public Safety Fee

Total Requirements

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
TOTAL REQUIREMENTS	\$664,020	\$692,900	\$1,096,781	\$1,553,767



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COMMUNITY DEVELOPMENT FUNDS



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BUILDING INSPECTION FUND (08)

BY2025-2027 OPERATING BUDGET

FUND DESCRIPTION

The Community Development Department - Building Division administers State of Oregon building specialty codes and provides services for plan review, permit issuance, and inspections. In addition to serving Newberg, the Building Division provides these services on contract to the cities of Dundee, Lafayette and Dayton. This work is carried out in close coordination with other city departments and divisions to provide a one-stop shop for building permit customers. The Building Fund reserve, at \$3.5 million, exceeds operations guidelines to maintain at least a two-year reserve.

Significant Changes

Revenue is expected to remain flat due to a slowdown in development that is attributed to interest rates remaining relatively high, and a healthy backlog of residential lots with planning approvals, including the 400-lot Collina Subdivision.

Software expenses are expected to increase due to customer service improvements including upgrades to the City's online permitting system. Training reference materials expenses are also expected to increase.

Council Goals

Goal 1: Create and maintain a high level of customer service.

The Building Division is responsible for implementing key elements of the Community Development Department Customer Service Plan, including key performance indicators and upgrades to the City's online permitting system, which are expected to improve customer service for the public, development applicants, businesses, and internal customers.



FTE COUNT

FTE Building Fund 25.27

Position Name	FY2026	FY2027
Allocated FTE Count		
Office Assistant I	0.5	0.5
Community Development Director	0.45	0.45
Administrative Assistant Building	1	1
Plumbing Inspector On Call	0.5	0.5
Administrative Assistant Planning	0.55	0.55
Building Official	1	1
Plans Examiner II	1	1
ALLOCATED FTE COUNT	5	5

RESOURCES

(08) Building Inspection Fund

	ACTUALS		ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
Beg F/B-Net Wrkg Capital	\$3,004,850	\$3,473,900	\$3,536,018	\$3,443,743
Revenues				
08-0000-322001 - Building Permits	\$748,642	\$498,572	\$571,420	\$1,023,408
08-0000-322002 - Plbg/Mechanical Permits	\$360,620	\$211,263	\$260,200	\$383,778
08-0000-322005 - Mobile Home Permits	\$566	-	\$1,160	\$8,955
08-0000-336001 - City Contracts	\$184,517	\$249,114	\$200,000	\$319,815
08-0000-341006 - Technology Fee	\$32,464	\$21,690	\$28,208	\$41,400
08-0000-360000 - Miscellaneous Revenues	\$16	\$24	\$20	\$0
08-0000-361000 - Interest Earned	\$57,957	\$118,422	\$5,000	\$170,000
08-0000-364000 - Sale Of Assets	-	-	\$2,000	\$15,000
REVENUES TOTAL	\$1,384,780	\$1,099,084	\$1,068,008	\$1,962,356
Total Resources	\$4,389,630	\$4,572,984	\$4,604,026	\$5,406,099

REQUIREMENTS

4210 - Building Inspection

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
SALARIES & WAGES				
SALARIES AND WAGES	\$374,532	\$415,988	\$425,059	\$1,007,646
SALARIES & WAGES TOTAL	\$374,532	\$415,988	\$425,059	\$1,007,646
BENEFITS				
08-4210-440000 - Misc Fringe Benefits	–	–	–	\$4,032
08-4210-441000 - FICA/Medicare	\$28,656	\$31,778	\$32,517	\$77,086
08-4210-442000 - Workers Compensation	\$3,022	\$5,110	\$5,187	\$5,211
08-4210-443000 - Unemployment/Transit Tax	\$453	\$502	\$426	\$1,009
08-4210-444000 - Retirement - PERS	\$24,629	\$57,798	\$37,711	\$133,705
08-4210-444001 - Retirement-Principal	\$103,041	\$115,673	\$126,845	\$281,356
08-4210-444002 - Retirement-Pension Bond	\$6,244	\$7,514	\$10,643	\$27,895
08-4210-445000 - Health/Life/LTD	\$99,447	\$104,719	\$110,316	\$208,936
BENEFITS TOTAL	\$265,492	\$323,094	\$323,645	\$739,230
PERSONNEL SERVICES TOTAL	\$640,025	\$739,082	\$748,704	\$1,746,876
MATERIALS AND SERVICES				
MATERIALS AND SERVICES				
08-4210-510000 - Office Supplies	\$2,952	\$2,595	\$3,000	\$6,000
08-4210-511000 - Postage	\$2	\$2	\$100	\$200
08-4210-515000 - Printing & Advertising	\$158	\$500	\$500	\$1,000
08-4210-520000 - Dues & Meetings	\$1,476	\$1,075	\$2,125	\$4,575
08-4210-520003 - Recruitment Expense	–	\$208	\$850	\$1,700
08-4210-523000 - Supplies & Equipment	\$1,686	\$1,797	\$2,000	\$2,600
08-4210-525000 - Travel & Training	\$7,511	\$4,669	\$18,000	\$45,500
08-4210-526000 - Employee Testing	–	\$106	\$200	\$400
08-4210-532000 - Bank Fees	\$44,055	\$17,394	\$16,100	\$34,650
08-4210-533045 - Maintenance Agreements	\$10,289	\$1,453	\$22,241	\$18,975
08-4210-540000 - Utilities	\$507	\$487	\$480	\$960
08-4210-551000 - Books & Publications	\$265	–	\$750	\$2,000
08-4210-562000 - Fuel	\$3,940	\$3,268	\$5,000	\$10,000
08-4210-563000 - Vehicle Maintenance	\$179	\$4,644	\$1,500	\$3,000
08-4210-580000 - Professional Services	\$1,004	\$3,745	\$25,000	\$50,000
08-4210-590000 - Internal Chrg-Admin Support Sv	\$156,083	\$209,088	\$249,217	\$365,758
MATERIALS AND SERVICES TOTAL	\$230,106	\$251,030	\$347,063	\$547,318
MATERIALS AND SERVICES TOTAL	\$230,106	\$251,030	\$347,063	\$547,318
CAPITAL OUTLAY				
CAPITAL OUTLAY				
08-4210-610000 - Capital Outlay	\$45,599	\$46,854	\$80,000	\$60,000
CAPITAL OUTLAY TOTAL	\$45,599	\$46,854	\$80,000	\$60,000
CAPITAL OUTLAY TOTAL	\$45,599	\$46,854	\$80,000	\$60,000

9180 - Reserves

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
RESERVES/CONTINGENCIES				
RESERVES/CONTINGENCIES				
08-9180-800000 - Contingency	-	\$0	\$3,391,091	\$3,014,737
08-9180-800001 - Contingency/Reserves - Assigned	-	\$0	\$37,168	\$37,168
RESERVES/CONTINGENCIES TOTAL	-	\$0	\$3,428,259	\$3,051,905
RESERVES/CONTINGENCIES TOTAL	-	\$0	\$3,428,259	\$3,051,905

800000 Contingency

800001 Contingency - Assigned for Vehicle Replacement

Total Requirements

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
TOTAL REQUIREMENTS	\$915,730	\$1,036,966	\$4,604,026	\$5,406,099

ECONOMIC DEVELOPMENT FUND (14)

BY2025-2027 OPERATING BUDGET

FUND DESCRIPTION

The Community Development Department - Economic Development Fund supports the City's CET and Affordable Housing initiatives, staffed by personnel in the Community Development Department - Planning Division.

Significant Changes

During FY2025 Council passed a resolution to allow for this fund to close once all CET and Affordable Housing payments have been disbursed and move Economic Development related revenue (i.e. business license fees) to the General Fund where staff are paid who directly support Economic Development.



RESOURCES

(14) Economic Development Fund

	ACTUALS		ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
Beg F/B-Net Wrkg Capital	\$1,450,951	\$2,277,777	\$1,843,207	\$1,261,557
Revenues				
14-0000-321004 - Business Licensing, Taxes, & Fees	\$32,597	\$41,019	\$40,000	\$0
14-0000-334007 - CDBG Grants	\$132,649	\$352,351	-	\$0
14-0000-338007 - Construction Excise Tax and Fees	\$768,246	\$0	-	\$0
14-0000-360000 - Miscellaneous Revenues	\$12,789	\$0	-	\$0
14-0000-361000 - Interest Earned	\$35,820	\$64,175	\$5,500	\$5,000
14-0000-370001 - Loan Fees	-	-	\$3,600	\$0
14-0000-370002 - Affordable Housing Loan Fees	-	-	\$1,800	\$0
REVENUES TOTAL	\$982,100	\$457,546	\$50,900	\$5,000
Total Resources	\$2,433,051	\$2,735,323	\$1,894,107	\$1,266,557

REQUIREMENTS

4120 - Economic Development

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
MATERIALS AND SERVICES				
MATERIALS AND SERVICES				
14-4120-510000 - Office Supplies	-	-	\$100	\$0
14-4120-511000 - Postage	-	-	\$100	\$0
14-4120-515000 - Printing & Advertising	-	-	\$1,100	\$0
14-4120-520000 - Dues & Meetings	\$5,332	\$5,147	\$8,700	\$0
14-4120-525000 - Travel & Training	-	\$1,313	\$2,000	\$0
14-4120-532000 - Bank Fees	\$6,293	\$1,661	\$1,000	\$0
14-4120-533045 - Maintenance Agreements	\$1,000	-	\$46,000	\$0
14-4120-575100 - Loan Fees	-	-	\$3,600	\$0
14-4120-576000 - Recording Fees	-	-	\$150	\$0
14-4120-580000 - Professional Services	-	\$20,000	\$10,000	\$0
MATERIALS AND SERVICES TOTAL	\$12,624	\$28,120	\$72,750	\$0
MATERIALS AND SERVICES TOTAL	\$12,624	\$28,120	\$72,750	\$0

4130 - Affordable Housing

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
MATERIALS AND SERVICES				
MATERIALS AND SERVICES				
14-4130-510000 - Office Supplies	-	-	\$100	\$0
14-4130-515000 - Printing & Advertising	-	-	\$270	\$0
14-4130-525000 - Travel & Training	-	-	\$200	\$0
14-4130-575100 - Loan Fees	-	-	\$1,800	\$0
MATERIALS AND SERVICES TOTAL	-	-	\$2,370	\$0
MATERIALS AND SERVICES TOTAL	-	-	\$2,370	\$0

9130 - Special Payments

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
SPECIAL PAYMENTS				
SPECIAL PAYMENTS				
14-9130-600000 - Refunds	-	\$107,905	-	\$0
14-9130-600001 - Miscellaneous Grants	\$10,000	\$10,000	\$10,000	\$0
14-9130-601000 - Program Loans	-	\$393,741	\$130,079	\$0
14-9130-602000 - Housing Authority Loans	-	-	\$35,613	\$0
14-9130-603000 - Grant Payments	-	-	\$14,838	\$0
14-9130-604100 - YC Housing Authority Grants	\$132,649	\$352,350	-	\$0
14-9130-605001 - Developer Incentives	-	-	\$408,345	\$124,621
14-9130-605002 - Housing & Community Services	-	-	\$122,503	\$125,414
14-9130-605003 - AffrdbI Housing & Incentives	-	-	\$988,705	\$944,345
SPECIAL PAYMENTS TOTAL	\$142,649	\$863,996	\$1,710,083	\$1,194,380
SPECIAL PAYMENTS TOTAL	\$142,649	\$863,996	\$1,710,083	\$1,194,380

9180 - Reserves

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
RESERVES/CONTINGENCIES				
RESERVES/CONTINGENCIES				
14-9180-800001 - Contingency/Reserves - Assigned	-	-	\$8,903	\$72,177
14-9180-800002 - Contingency/Reserves - Assigned	-	-	\$100,001	\$0
RESERVES/CONTINGENCIES TOTAL	-	-	\$108,904	\$72,177
RESERVES/CONTINGENCIES TOTAL	-	-	\$108,904	\$72,177

800001 Contingency - Affordable Housing

800002 Contingency - CET

Total Requirements

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
TOTAL REQUIREMENTS	\$155,273	\$892,117	\$1,894,107	\$1,266,557



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PUBLIC WORKS FUNDS



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STREETS FUND (02)

BY2025-2027 OPERATING BUDGET



FUND DESCRIPTION

The street fund is responsible for:

- Planning, design, inspection, and management of capital improvement projects for the replacement and expansion of the 78.7 centerline miles of the City's public transportation system infrastructure.
- The design review and inspections for the construction of public improvements associated with private development projects.
- Maintaining and repairing the 74 centerline miles of paved roadways, 3,815 signs, roadway striping, crosswalks, and various types of pavement marking.
- Grading and maintenance of the 4.7 miles of gravel roads, including 51 gravel alleys.
- Mowing of 95 acres of roadsides.
- Street sweeping by the City and downtown (night) sweeping contractor.
- Snow plowing and sanding of city streets during inclement weather.
- Maintenance of over 1200 city-owned streetlights.

In FY 2024-2025, 3 FTE's were added for a Sidewalk Crew to construct missing ADA ramps at street intersections to provide pedestrian accessibility, improve safety, and meet the requirements of the Americans with Disability Act (ADA). Additional duties include the construction of missing ramps in advance of planned Transportation Utility Fund (TUF) street improvement projects, required by state federal regulations, and the installation of missing sidewalk sections, reducing the associated costs for required contractors.



FTE COUNT

FTE Streets 25.27

Department Category Description	FY2026	FY2027
Allocated FTE Count		
CAPITAL ENGINEERING	0.35	0.35
STREET MAINTENANCE	1.25	1.25
OPERATIONS	0.65	0.65
ALLOCATED FTE COUNT	2.25	2.25

RESOURCES

(02) Streets Fund

	ACTUALS		ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
Beg F/B-Net Wrkg Capital	\$3,085,843	\$1,167,001	\$2,825,755	\$3,927,783
Revenues				
02-0000-332003 - Street/Curb Permits	\$7,596	\$9,921	\$21,168	\$10,000
02-0000-334000 - Miscellaneous Grants	\$68,591	-	-	\$0
02-0000-334001 - Federal Exchange Grant	-	\$504,953	\$142,916	\$663,572
02-0000-335000 - Gas Taxes	\$1,990,936	\$2,041,950	\$2,076,000	\$4,070,588
02-0000-336005 - Bike Way Taxes	\$20,110	\$20,626	\$20,761	\$42,420
02-0000-338000 - Reimbursements	\$47,430	\$7,656	-	\$0
02-0000-338001 - Reimb Costs-Labor	\$2,036	\$204	-	\$16,000
02-0000-338002 - Reimb Costs-Capital Proj	-	-	-	\$54,000
02-0000-338004 - Reimb Costs-Equipment	-	\$73,267	-	\$0
02-0000-341006 - Technology Fee	\$2,324	\$2,282	\$5,000	\$7,000
02-0000-342004 - Dev Review and Inspection Fees	\$42,510	\$47,878	\$40,800	\$285,600
02-0000-347000 - Local Fee (Transportation/Public Safety)	\$1,200,137	\$1,279,079	\$1,458,595	\$2,965,500
02-0000-360000 - Miscellaneous Revenues	\$3,247	\$2,983	-	\$0
02-0000-361000 - Interest Earned	\$41,043	\$54,420	\$25,000	\$115,000
02-0000-363000 - Assessment Installments	\$1,342	\$2,654	-	\$0
02-0000-364000 - Sale Of Assets	\$4,415	\$13,952	\$748	\$0
REVENUES TOTAL	\$3,431,716	\$4,061,824	\$3,790,988	\$8,229,680
Total Resources	\$6,517,559	\$5,228,825	\$6,616,743	\$12,157,463

REQUIREMENTS

5112 - Streets Capital Engineering

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
SALARIES & WAGES				
SALARIES AND WAGES	\$258,203	\$262,898	\$171,529	\$81,650
SALARIES & WAGES TOTAL	\$258,203	\$262,898	\$171,529	\$81,650
BENEFITS				
02-5112-440000 - Misc Fringe Benefits	-	-	-	\$388
02-5112-441000 - FICA/Medicare	\$19,639	\$20,051	\$13,122	\$6,207
02-5112-442000 - Workers Compensation	\$3,757	\$4,368	\$3,037	\$466
02-5112-443000 - Unemployment/Transit Tax	\$305	\$315	\$172	\$83
02-5112-444000 - Retirement - PERS	\$29,107	\$29,794	\$9,001	\$14,705
02-5112-444001 - Retirement-Principal	\$58,510	\$67,590	\$73,374	\$13,389
02-5112-444002 - Retirement-Pension Bond	\$5,517	\$5,399	\$2,287	\$2,981
02-5112-445000 - Health/Life/LTD	\$53,817	\$55,346	\$35,846	\$18,924
BENEFITS TOTAL	\$170,652	\$182,863	\$136,839	\$57,143
PERSONNEL SERVICES TOTAL	\$428,855	\$445,761	\$308,368	\$138,793
MATERIALS AND SERVICES				
MATERIALS AND SERVICES				
02-5112-510000 - Office Supplies	\$2,085	\$972	\$1,200	\$2,400
02-5112-511000 - Postage	\$6	-	\$100	\$200
02-5112-515000 - Printing & Advertising	\$188	\$79	\$250	\$500
02-5112-520000 - Dues & Meetings	\$1,545	\$1,061	\$1,200	\$1,060
02-5112-520003 - Recruitment Expense	\$258	\$100	\$500	\$1,000
02-5112-520006 - Traffic Safety Committee	\$325	-	\$1,500	\$3,000
02-5112-520008 - Recognition	-	-	\$125	\$250
02-5112-523000 - Supplies & Equipment	\$2,411	\$520	\$2,925	\$5,850
02-5112-525000 - Travel & Training	\$6,088	\$2,019	\$11,621	\$9,000
02-5112-526000 - Employee Testing	\$124	-	-	\$0
02-5112-532000 - Bank Fees	\$21,277	\$20,519	\$10,000	\$20,000
02-5112-533000 - Contractual Services	\$92,490	\$47,310	-	\$0
02-5112-533045 - Maintenance Agreements	\$14,682	\$2,883	\$15,000	\$41,500
02-5112-540000 - Utilities	\$254	\$244	\$200	\$400
02-5112-551000 - Books & Publications	\$43	\$41	\$200	\$400
02-5112-562000 - Fuel	\$168	\$732	\$725	\$1,450
02-5112-563000 - Vehicle Maintenance	\$310	\$95	\$650	\$1,300
02-5112-576000 - Recording Fees	\$91	-	\$100	\$200
02-5112-580000 - Professional Services	-	\$4,540	\$50,375	\$114,840
02-5112-590000 - Internal Chrg-Admin Support Sv	\$416,191	\$388,830	\$459,389	\$1,193,129
MATERIALS AND SERVICES TOTAL	\$558,534	\$469,946	\$556,060	\$1,396,479
MATERIALS AND SERVICES TOTAL	\$558,534	\$469,946	\$556,060	\$1,396,479
CAPITAL OUTLAY				
CAPITAL OUTLAY				
02-5112-610000 - Capital Outlay	\$139	\$12,066	\$12,250	\$24,500
CAPITAL OUTLAY TOTAL	\$139	\$12,066	\$12,250	\$24,500
CAPITAL OUTLAY TOTAL	\$139	\$12,066	\$12,250	\$24,500

5131 - Streets Operations

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
SALARIES & WAGES				
SALARIES AND WAGES	-	-	-	\$112,839
SALARIES & WAGES TOTAL	-	-	-	\$112,839
BENEFITS				
02-5131-440000 - Misc Fringe Benefits	-	-	-	\$618
02-5131-441000 - FICA/Medicare	-	-	-	\$8,645
02-5131-442000 - Workers Compensation	-	-	-	\$2,034
02-5131-443000 - Unemployment/Transit Tax	-	-	-	\$114
02-5131-444000 - Retirement - PERS	-	-	-	\$7,043
02-5131-444001 - Retirement-Principal	-	-	-	\$48,824
02-5131-444002 - Retirement-Pension Bond	-	-	-	\$1,667
02-5131-445000 - Health/Life/LTD	-	-	-	\$43,353
BENEFITS TOTAL	-	-	-	\$112,298

5120 - Streets Maintenance

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
SALARIES & WAGES				
SALARIES AND WAGES	\$114,252	\$114,235	\$183,179	\$208,367
SALARIES & WAGES TOTAL	\$114,252	\$114,235	\$183,179	\$208,367
BENEFITS				
02-5120-440000 - Misc Fringe Benefits	–	–	–	\$1,151
02-5120-441000 - FICA/Medicare	\$8,613	\$8,652	\$14,014	\$15,965
02-5120-442000 - Workers Compensation	\$3,054	\$4,354	\$7,964	\$6,154
02-5120-443000 - Unemployment/Transit Tax	\$148	\$139	\$184	\$210
02-5120-444000 - Retirement - PERS	\$10,823	\$12,770	\$22,136	\$28,274
02-5120-444001 - Retirement-Principal	\$18,506	\$21,765	\$23,499	\$46,603
02-5120-444002 - Retirement-Pension Bond	\$2,653	\$2,670	\$7,076	\$6,524
02-5120-445000 - Health/Life/LTD	\$40,637	\$42,999	\$78,477	\$71,144
BENEFITS TOTAL	\$84,433	\$93,349	\$153,350	\$176,025
PERSONNEL SERVICES TOTAL	\$198,685	\$207,584	\$336,529	\$384,392
MATERIALS AND SERVICES				
MATERIALS AND SERVICES				
02-5120-510000 - Office Supplies	\$390	\$980	\$1,500	\$3,000
02-5120-512000 - Uniforms	\$6,427	\$3,966	\$6,500	\$13,000
02-5120-520000 - Dues & Meetings	\$3,297	\$4,381	\$3,500	\$9,000
02-5120-520003 - Recruitment Expense	–	\$275	\$500	\$1,000
02-5120-522000 - Road Materials	\$33,145	\$0	–	\$0
02-5120-523000 - Supplies & Equipment	\$35,180	\$24,263	\$30,975	\$61,950
02-5120-523100 - Small Tools	\$9,068	\$1,258	–	\$0
02-5120-524000 - Safety Program	\$4,902	–	–	\$0
02-5120-525000 - Travel & Training	\$6,459	\$5,879	\$14,000	\$30,000
02-5120-526000 - Employee Testing	\$1,226	\$220	–	\$0
02-5120-533000 - Contractual Services	\$85,792	\$65	–	\$0
02-5120-533045 - Maintenance Agreements	\$1,267	\$82,235	\$162,000	\$348,705
02-5120-538101 - Street Improvements	\$30,949	\$88,183	\$110,000	\$242,000
02-5120-538105 - Sidewalk Intersections/ADA	\$14,417	\$324	\$100,000	\$206,000
02-5120-540000 - Utilities	\$6,281	\$7,279	\$7,000	\$16,542
02-5120-541000 - Street Signs	\$5,992	\$18,572	\$30,000	\$60,000
02-5120-541001 - Street Lighting	\$269,975	\$322,685	\$315,000	\$722,332
02-5120-541002 - Street Light/Pole Maintenance	–	\$1,819	\$10,000	\$20,000
02-5120-562000 - Fuel	\$15,738	\$19,446	\$20,000	\$34,000
02-5120-563000 - Vehicle Maintenance	\$17,379	\$20,013	–	\$0
02-5120-566000 - Equip Repair & Maintenance	\$1,400	\$1,789	\$25,000	\$50,000
02-5120-571000 - Bldg & Grounds Maintenance	\$60	\$294	\$2,500	\$5,000
MATERIALS AND SERVICES TOTAL	\$549,345	\$603,924	\$838,475	\$1,822,529
MATERIALS AND SERVICES TOTAL	\$549,345	\$603,924	\$838,475	\$1,822,529
CAPITAL OUTLAY				
CAPITAL OUTLAY				
02-5120-610000 - Capital Outlay	\$158,481	\$266,485	–	\$0
02-5120-610401 - Capital Outlay-Infrastructure Improve & Replace	–	–	\$748	\$400,000
CAPITAL OUTLAY TOTAL	\$158,481	\$266,485	\$748	\$400,000
CAPITAL OUTLAY TOTAL	\$158,481	\$266,485	\$748	\$400,000

9130 - Special Payments

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
SPECIAL PAYMENTS				
SPECIAL PAYMENTS				
02-9130-601000 - Program Loans	\$4,000	-	-	\$0
02-9130-602000 - Housing Authority Loans	\$48,950	-	-	\$0
SPECIAL PAYMENTS TOTAL	\$52,950	-	-	\$0
SPECIAL PAYMENTS TOTAL	\$52,950	-	-	\$0

9170 - Transfers

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
TRANSFERS				
TRANSFERS				
02-9170-909000 - Transfer Out-Debt Service	-	-	\$142,916	\$285,832
02-9170-918000 - Transfer Out-Street Cap Proj	\$2,023,275	\$382,817	-	\$210,000
02-9170-918001 - Transfer Out-TUF St Cap Proj	\$1,380,295	\$14,487	\$2,150,000	\$2,600,000
TRANSFERS TOTAL	\$3,403,570	\$397,305	\$2,292,916	\$3,095,832
TRANSFERS TOTAL	\$3,403,570	\$397,305	\$2,292,916	\$3,095,832

9180 - Reserves

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
RESERVES/CONTINGENCIES				
RESERVES/CONTINGENCIES				
02-9180-800000 - Contingency	-	-	\$582,728	\$1,981,367
02-9180-800002 - Contingency/Reserves - Assigned	-	\$0	\$8,015	\$16,030
02-9180-803000 - Contingency-TUF	-	-	\$1,680,654	\$2,672,404
RESERVES/CONTINGENCIES TOTAL	\$0	\$0	\$2,271,397	\$4,669,801
RESERVES/CONTINGENCIES TOTAL	\$0	\$0	\$2,271,397	\$4,669,801

800000 - Contingency

800002 - Contingency - Assigned for Engineering

800003 - Contingency - Assigned for TUF

Total Requirements

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
TOTAL REQUIREMENTS				
TOTAL REQUIREMENTS				
TOTAL REQUIREMENTS TOTAL	\$5,350,558	\$2,403,070	\$6,616,743	\$12,157,463

WASTEWATER FUND (06)

BY2025-2027 OPERATING BUDGET

FUND DESCRIPTION

The wastewater fund is responsible for:

- Planning, design, inspection, and management of capital improvement projects for the replacement and expansion of the wastewater collection, pumping, and treatment systems.
- Design reviews and inspections for the construction of public improvements associated with private development projects.
- Operating and maintaining the City's wastewater treatment plant and 7 wastewater pump stations.
- Operating and maintaining the wastewater collection system, including 469,392 linear feet of gravity mainlines, 29,000 linear feet of pressure force mainline, 200,122 linear feet of sewer service laterals, 1,849 manholes, and 1,111 cleanouts throughout the City.
- Routine maintenance, including pipe cleaning, line video inspection, root and obstruction removal, manhole repair, and pipelining and replacement projects.
- Collections System pretreatment inspections of grease traps, interceptors, and FOG (Fats, Oils, and Grease) reduction in the collection system.



FTE COUNT

FTE Wastewater 25.27

Department Category Description	FY2026	FY2027
Allocated FTE Count		
CAPITAL ENGINEERING SERVICES	2.35	2.35
WASTEWATER MAINTENANCE	11.25	11.25
OPERATIONS	5.85	5.85
ALLOCATED FTE COUNT	19.45	19.45

RESOURCES

(06) Wastewater Fund

	ACTUALS		ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
Beg F/B-Net Wrkg Capital	\$14,429,685	\$16,359,579	\$18,596,917	\$18,346,389
Revenues				
06-0000-334000 - Miscellaneous Grants	\$150,000	\$250,000	-	\$0
06-0000-338000 - Reimbursements	\$5,106	\$185	-	\$0
06-0000-338001 - Reimb Costs-Labor	\$131	-	-	\$0
06-0000-338004 - Reimb Costs-Equipment	-	\$73,267	-	\$0
06-0000-341006 - Technology Fee	\$2,324	\$2,282	\$3,000	\$12,000
06-0000-342004 - Dev Review and Inspection Fees	\$18,627	\$18,540	\$40,000	\$250,908
06-0000-342005 - Compost Sales	\$31,665	\$41,285	\$15,000	\$40,000
06-0000-348000 - User Fees	\$9,843,585	\$10,205,799	\$10,321,943	\$22,248,061
06-0000-349001 - Connection Charges	\$605	-	\$20,000	\$10,000
06-0000-350000 - Utility Billing Penalties	\$37,211	\$46,205	\$20,000	\$64,575
06-0000-355000 - Other fees	\$316,628	\$315,052	\$225,000	\$549,505
06-0000-360000 - Miscellaneous Revenues	\$477	\$37,329	-	\$0
06-0000-361000 - Interest Earned	\$253,018	\$549,459	\$50,000	\$700,000
06-0000-362000 - Energy Partner Program Revenue	\$1,332	\$1,585	\$1,500	\$3,116
06-0000-364000 - Sale Of Assets	\$5	\$11,972	\$748	\$1,500
REVENUES TOTAL	\$10,660,713	\$11,552,959	\$10,697,191	\$23,879,665
Total Resources	\$25,090,398	\$27,912,538	\$29,294,108	\$42,226,054

REQUIREMENTS

5113 - Wastewater Capital Engineering

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
SALARIES & WAGES				
SALARIES AND WAGES	\$257,728	\$264,035	\$239,092	\$445,158
SALARIES & WAGES TOTAL	\$257,728	\$264,035	\$239,092	\$445,158
BENEFITS				
06-5113-440000 - Misc Fringe Benefits	–	–	–	\$2,324
06-5113-441000 - FICA/Medicare	\$19,640	\$20,137	\$18,291	\$34,051
06-5113-442000 - Workers Compensation	\$3,757	\$4,373	\$3,911	\$4,012
06-5113-443000 - Unemployment/Transit Tax	\$305	\$316	\$240	\$447
06-5113-444000 - Retirement - PERS	\$29,107	\$30,122	\$24,784	\$55,347
06-5113-444001 - Retirement-Principal	\$58,510	\$67,590	\$73,374	\$120,492
06-5113-444002 - Retirement-Pension Bond	\$5,517	\$5,456	\$5,637	\$12,595
06-5113-445000 - Health/Life/LTD	\$53,818	\$55,623	\$57,110	\$126,812
BENEFITS TOTAL	\$170,652	\$183,617	\$183,347	\$356,080
PERSONNEL SERVICES TOTAL	\$428,380	\$447,652	\$422,439	\$801,238
MATERIALS AND SERVICES				
MATERIALS AND SERVICES				
06-5113-510000 - Office Supplies	\$1,863	\$702	\$2,200	\$2,400
06-5113-511000 - Postage	\$4	–	\$100	\$200
06-5113-515000 - Printing & Advertising	\$84	\$79	\$100	\$200
06-5113-520000 - Dues & Meetings	\$1,170	\$1,273	\$1,200	\$1,060
06-5113-520003 - Recruitment Expense	\$388	\$150	\$1,500	\$3,000
06-5113-520008 - Recognition	–	–	\$125	\$250
06-5113-523000 - Supplies & Equipment	\$1,872	\$409	\$2,925	\$5,850
06-5113-525000 - Travel & Training	\$7,859	\$4,317	\$11,621	\$9,000
06-5113-532000 - Bank Fees	\$26,843	\$28,656	\$20,000	\$40,000
06-5113-533000 - Contractual Services	\$14,165	\$21,263	–	\$0
06-5113-533045 - Maintenance Agreements	\$15,276	\$2,388	\$15,500	\$41,500
06-5113-540000 - Utilities	\$254	\$244	\$200	\$400
06-5113-551000 - Books & Publications	\$12	\$41	\$200	\$400
06-5113-562000 - Fuel	\$168	\$732	\$725	\$1,450
06-5113-563000 - Vehicle Maintenance	\$735	\$135	\$650	\$1,300
06-5113-575100 - Loan Fees	\$89,187	\$83,531	\$94,745	\$189,490
06-5113-576000 - Recording Fees	\$91	–	\$100	\$200
06-5113-580000 - Professional Services	–	\$7,212	\$42,375	\$359,990
06-5113-590000 - Internal Chrg-Admin Support Sv	\$1,189,386	\$1,365,984	\$1,642,077	\$3,928,729
06-5113-590015 - Internal Chrg-Franchise Fee	\$689,051	\$773,426	\$698,102	\$1,546,228
MATERIALS AND SERVICES TOTAL	\$2,038,406	\$2,290,541	\$2,534,445	\$6,131,647
MATERIALS AND SERVICES TOTAL	\$2,038,406	\$2,290,541	\$2,534,445	\$6,131,647
CAPITAL OUTLAY				
CAPITAL OUTLAY				
06-5113-610000 - Capital Outlay	\$139	\$21,431	\$12,250	\$24,500
CAPITAL OUTLAY TOTAL	\$139	\$21,431	\$12,250	\$24,500
CAPITAL OUTLAY TOTAL	\$139	\$21,431	\$12,250	\$24,500

5131 - Wastewater Operations

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
SALARIES & WAGES				
SALARIES AND WAGES	\$660,969	\$658,649	\$731,288	\$1,015,537
SALARIES & WAGES TOTAL	\$660,969	\$658,649	\$731,288	\$1,015,537
BENEFITS				
06-5131-440000 - Misc Fringe Benefits	–	–	–	\$5,554
06-5131-441000 - FICA/Medicare	\$50,249	\$50,006	\$55,944	\$77,803
06-5131-442000 - Workers Compensation	\$16,410	\$18,984	\$20,793	\$18,301
06-5131-443000 - Unemployment/Transit Tax	\$810	\$806	\$732	\$1,018
06-5131-444000 - Retirement - PERS	\$20,840	\$20,929	\$29,896	\$63,379
06-5131-444001 - Retirement-Principal	\$249,953	\$282,823	\$310,111	\$439,407
06-5131-444002 - Retirement-Pension Bond	\$5,902	\$4,929	\$9,556	\$14,993
06-5131-445000 - Health/Life/LTD	\$252,662	\$233,402	\$266,980	\$390,167
BENEFITS TOTAL	\$596,825	\$611,878	\$694,012	\$1,010,622
PERSONNEL SERVICES TOTAL	\$1,257,795	\$1,270,527	\$1,425,300	\$2,026,159
MATERIALS AND SERVICES				
MATERIALS AND SERVICES				
06-5131-510000 - Office Supplies	\$860	\$1,101	\$3,200	\$6,400
06-5131-511000 - Postage	\$150	\$321	\$800	\$1,600
06-5131-512000 - Uniforms	\$4,664	\$5,186	\$7,525	\$13,700
06-5131-515000 - Printing & Advertising	\$2,680	\$3,056	\$2,000	\$4,000
06-5131-520000 - Dues & Meetings	\$987	\$321	\$5,000	\$13,000
06-5131-520003 - Recruitment Expense	\$295	–	\$1,000	\$2,000
06-5131-523000 - Supplies & Equipment	\$7,568	\$4,805	\$12,500	\$25,000
06-5131-523100 - Small Tools	\$2,280	\$1,445	\$7,500	\$15,000
06-5131-524000 - Safety Program	\$379	\$6,707	\$40,000	\$80,000
06-5131-525000 - Travel & Training	\$11,848	\$5,892	\$17,900	\$35,800
06-5131-526000 - Employee Testing	\$434	\$553	\$2,540	\$5,080
06-5131-532000 - Bank Fees	\$4,353	\$6,601	\$4,000	\$8,000
06-5131-533000 - Contractual Services	\$37,130	\$19,638	\$81,000	\$365,000
06-5131-533045 - Maintenance Agreements	\$17,385	\$16,328	\$34,500	\$82,000
06-5131-537000 - Operating Supplies	\$242,256	\$217,792	\$314,100	\$628,200
06-5131-540000 - Utilities	\$308,715	\$361,786	\$320,000	\$780,000
06-5131-545000 - Lab Supplies	\$25,115	\$24,899	\$21,200	\$46,027
06-5131-546000 - Permits & Fees	\$27,302	\$28,734	\$37,540	\$91,187
06-5131-547000 - Analytical Lab Testing	\$31,016	\$16,402	\$22,118	\$52,755
06-5131-548000 - Industrial Pretreatment	\$6,421	\$8,419	\$8,650	\$25,489
06-5131-551000 - Books & Publications	\$699	\$819	\$1,200	\$2,400
06-5131-560000 - Property Taxes	–	–	\$480	\$960
06-5131-562000 - Fuel	\$8,964	\$2,004	\$10,500	\$21,000
06-5131-563000 - Vehicle Maintenance	\$10,556	\$11,006	\$8,500	\$17,000
06-5131-566000 - Equip Repair & Maintenance	\$233,392	\$65,291	\$263,000	\$320,000
06-5131-568000 - System Maintenance	\$1,980	\$1,547	\$26,500	\$53,000
06-5131-571000 - Bldg & Grounds Maintenance	\$48,389	\$7,670	\$131,500	\$60,000
MATERIALS AND SERVICES TOTAL	\$1,035,817	\$818,324	\$1,384,753	\$2,754,598
MATERIALS AND SERVICES TOTAL	\$1,035,817	\$818,324	\$1,384,753	\$2,754,598
CAPITAL OUTLAY				
CAPITAL OUTLAY				
06-5131-610000 - Capital Outlay	\$69,078	\$207,286	\$585,881	\$1,171,762
CAPITAL OUTLAY TOTAL	\$69,078	\$207,286	\$585,881	\$1,171,762
CAPITAL OUTLAY TOTAL	\$69,078	\$207,286	\$585,881	\$1,171,762

5132 - Wastewater Maintenance

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
SALARIES & WAGES				
SALARIES AND WAGES	\$524,178	\$692,069	\$776,971	\$1,875,289
SALARIES & WAGES TOTAL	\$524,178	\$692,069	\$776,971	\$1,875,289
BENEFITS				
06-5132-440000 - Misc Fringe Benefits	-	-	-	\$10,348
06-5132-441000 - FICA/Medicare	\$39,874	\$52,682	\$59,439	\$143,677
06-5132-442000 - Workers Compensation	\$18,269	\$31,181	\$39,015	\$55,374
06-5132-443000 - Unemployment/Transit Tax	\$647	\$849	\$777	\$1,879
06-5132-444000 - Retirement - PERS	\$21,785	\$47,029	\$59,040	\$254,459
06-5132-444001 - Retirement-Principal	\$172,228	\$190,651	\$209,810	\$419,415
06-5132-444002 - Retirement-Pension Bond	\$5,790	\$10,653	\$18,872	\$58,708
06-5132-445000 - Health/Life/LTD	\$176,878	\$211,220	\$264,396	\$640,286
BENEFITS TOTAL	\$435,470	\$544,265	\$651,349	\$1,584,146
PERSONNEL SERVICES TOTAL	\$959,648	\$1,236,334	\$1,428,320	\$3,459,435
MATERIALS AND SERVICES				
MATERIALS AND SERVICES				
06-5132-510000 - Office Supplies	-	-	\$1,500	\$3,000
06-5132-512000 - Uniforms	\$5,806	\$5,100	\$5,500	\$11,000
06-5132-520000 - Dues & Meetings	\$3,946	\$10,077	\$4,500	\$11,000
06-5132-520003 - Recruitment Expense	-	\$455	-	\$0
06-5132-523000 - Supplies & Equipment	\$30,368	\$82,562	\$30,500	\$61,000
06-5132-523100 - Small Tools	\$9,495	\$886	-	\$0
06-5132-524000 - Safety Program	\$990	\$279	-	\$0
06-5132-525000 - Travel & Training	\$15,548	\$12,613	\$15,000	\$32,000
06-5132-526000 - Employee Testing	\$503	\$337	-	\$0
06-5132-533000 - Contractual Services	\$53,585	\$1,569	-	\$0
06-5132-533045 - Maintenance Agreements	\$5,078	\$73,649	\$110,000	\$204,487
06-5132-538301 - Inflow/Infiltration Correction	\$4,990	-	\$100,000	\$200,000
06-5132-538306 - Wastewater Rehabilitation	\$26,012	\$17,071	\$100,000	\$200,000
06-5132-538307 - Wastewater System Replacement	\$72,715	\$60,324	\$100,000	\$200,000
06-5132-538323 - Manhole Rehabilitation	\$635	\$56,571	\$55,000	\$113,300
06-5132-538325 - Lateral Replacement	\$24,753	\$9,673	\$40,000	\$82,400
06-5132-540000 - Utilities	\$6,256	\$7,279	\$6,000	\$13,383
06-5132-562000 - Fuel	\$14,819	\$13,000	\$22,500	\$30,500
06-5132-563000 - Vehicle Maintenance	\$13,273	\$17,151	-	\$0
06-5132-566000 - Equip Repair & Maintenance	\$1,751	\$16,216	\$27,500	\$50,000
06-5132-567000 - Pipe & Materials	\$6,584	\$29,207	\$35,000	\$77,000
MATERIALS AND SERVICES TOTAL	\$297,106	\$414,019	\$653,000	\$1,289,070
MATERIALS AND SERVICES TOTAL	\$297,106	\$414,019	\$653,000	\$1,289,070
CAPITAL OUTLAY				
CAPITAL OUTLAY				
06-5132-610000 - Capital Outlay	\$308,250	\$312,751	-	\$0
06-5132-610034 - Capital Outlay-Veh & Equip	-	-	\$701,076	\$1,657,397
CAPITAL OUTLAY TOTAL	\$308,250	\$312,751	\$701,076	\$1,657,397
CAPITAL OUTLAY TOTAL	\$308,250	\$312,751	\$701,076	\$1,657,397

9130 - Special Payments

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
SPECIAL PAYMENTS				
SPECIAL PAYMENTS				
06-9130-601000 - Program Loans	-	-	\$50,000	\$100,000
SPECIAL PAYMENTS TOTAL	-	-	\$50,000	\$100,000
SPECIAL PAYMENTS TOTAL	-	-	\$50,000	\$100,000

9150 - Debt Service - Principal

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
DEBT SERVICE				
DEBT SERVICE				
06-9150-608000 - Loan: Effluent Reuse	\$150,023	\$156,799	\$165,176	\$353,007
06-9150-609003 - Loan: DEQ #R68822	\$1,131,115	\$1,150,997	\$1,171,226	\$2,404,573
DEBT SERVICE TOTAL	\$1,281,138	\$1,307,796	\$1,336,402	\$2,757,580
DEBT SERVICE TOTAL	\$1,281,138	\$1,307,796	\$1,336,402	\$2,757,580

9160 - Debt Service - Interest

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
DEBT SERVICE				
DEBT SERVICE				
06-9160-608000 - Loan: Effluent Reuse	\$60,567	\$53,066	\$45,505	\$65,814
06-9160-609003 - Loan: DEQ #R68822	\$307,227	\$287,345	\$267,116	\$472,111
DEBT SERVICE TOTAL	\$367,794	\$340,411	\$312,621	\$537,925
DEBT SERVICE TOTAL	\$367,794	\$340,411	\$312,621	\$537,925

9170 - Transfers

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
TRANSFERS				
TRANSFERS				
06-9170-904000 - Transfer Out-Capital Projects	\$687,268	\$647,983	\$2,045,600	\$6,861,946
TRANSFERS TOTAL	\$687,268	\$647,983	\$2,045,600	\$6,861,946
TRANSFERS TOTAL	\$687,268	\$647,983	\$2,045,600	\$6,861,946

9180 - Reserves

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
RESERVES/CONTINGENCIES				
RESERVES/CONTINGENCIES				
06-9180-800000 - Contingency	-	-	\$14,799,737	\$11,071,665
06-9180-800001 - Contingency/Reserves - Assigned	\$0	\$0	\$451,152	\$0
06-9180-800002 - Contingency/Reserves - Assigned	\$0	-	\$401,132	\$831,132
06-9180-840000 - Contingency/Reserves - Assigned	-	-	\$750,000	\$750,000
RESERVES/CONTINGENCIES TOTAL	\$0	\$0	\$16,402,021	\$12,652,797
RESERVES/CONTINGENCIES TOTAL	\$0	\$0	\$16,402,021	\$12,652,797

- 800000 Contingency
 - 800001 Contingency - Assigned for vehicle replacement PWM
 - 800002 Contingency - Assigned for equip replacement OPS
- 840000 Contingency - Debt Service

Total Requirements

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
TOTAL REQUIREMENTS	\$8,730,819	\$9,315,055	\$29,294,108	\$42,226,054



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WATER FUND (07)

BY2025-2027 OPERATING BUDGET

FUND DESCRIPTION

The water fund is responsible for:

- Planning, design, inspection, and management of the capital improvement projects for the replacement and expansion of the potable and non-potable water distribution piping, pumping, treatment, wellfield, and storage systems.
- Design review and inspections for the construction of public improvements associated with private development projects.
- Operating and maintaining the City's potable and non-potable water supply systems. The non-potable water supply systems, which consist of Otis Spring and the wastewater recycled water system. The non-potable systems are an alternative source of irrigation for the Chehalem Glenn Golf course, and Crestview Greens development, and will expand to other future users.
- Providing maintenance and service to 5 wells, 2 raw water transmission lines from the well field to the water treatment plant, the 8.5 MGD (Million Gallons per Day) water treatment plant, 1 booster pump station, and the 3 City reservoirs that store a total of 12 million gallons of potable water.
- Operating and maintaining 586,080 feet of potable mainline piping, 155,760 feet of water service lines, 20,000 feet of non-potable mainline piping, 11,000 feet of recycled water piping, 3,563 valves, 936 fire hydrants, and 7,746 water services and meters.



863.9

MILLION GALLONS
of water was produced in 2024 with zero water quality deficiencies or violations.



2.47

MILLION GALLONS
the City produced on average per day (MGD) in 2024.



39.79

MILLION GALLONS
of nonpotable water were supplied for irrigation. This helps conserve Newberg's source of drinking water.



4.90

MILLION GALLONS
was the City's peak production day in 2024.

- Maintains 2 towers and the Advanced Metering Infrastructure (AMI) for the radio reading and collection of monthly water meter readings for municipal services statements that are sent out by the City Finance Department.
- Manages the backflow prevention program, provides annual testing notification, and maintains records on device locations, type, inspections, and testing.
- Monitors the City's water use and regulates water production to meet the demand of the City and to maintain reserves to meet fire flow storage for emergency needs.
- Ensures the City's water system meets the potable water quality standards through treatment and regular sampling.
- Publishes the Annual Water Consumer Confidence Report.

FTE COUNT

FTE Water 25.27

Department Category Description	FY2026	FY2027
Allocated FTE Count		
WATER MAINTENANCE	8.75	8.75
CAPITAL ENGINEERING SERVICES	1.85	1.85
WATER OPERATIONS	4.55	4.55
ALLOCATED FTE COUNT	15.15	15.15

RESOURCES

(07) Water Fund

	ACTUALS		ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
Beg F/B-Net Wrkg Capital	\$15,801,043	\$13,484,523	\$15,495,704	\$15,777,797
Revenues				
07-0000-338000 - Reimbursements	\$3,888	\$175	\$1,000	\$3,600
07-0000-338001 - Reimb Costs-Labor	\$4,651	-	\$1,000	\$3,200
07-0000-338002 - Reimb Costs-Capital Proj	-	-	\$10,000	\$0
07-0000-338004 - Reimb Costs-Equipment	-	\$73,267	-	\$0
07-0000-341006 - Technology Fee	\$2,324	\$2,282	\$4,000	\$19,000
07-0000-342004 - Dev Review and Inspection Fees	\$18,627	\$18,540	\$40,000	\$309,060
07-0000-348000 - User Fees	\$6,935,337	\$7,131,113	\$7,667,225	\$16,117,207
07-0000-349001 - Connection Charges	\$136,278	\$72,208	\$96,000	\$197,799
07-0000-350000 - Utility Billing Penalties	\$38,765	\$46,415	\$50,000	\$107,625
07-0000-355000 - Other fees	\$51,481	\$49,034	\$35,000	\$95,000
07-0000-360000 - Miscellaneous Revenues	\$32,844	\$92,649	-	\$60,000
07-0000-361000 - Interest Earned	\$85,825	\$454,346	\$61,000	\$722,000
07-0000-361004 - Interest-Other Investments	-	\$659,237	-	\$0
07-0000-361005 - Investments - Water Plant	\$52,500	\$52,500	-	\$0
07-0000-362000 - Energy Partner Program Revenue	\$10,249	\$9,014	\$5,000	\$10,000
07-0000-364000 - Sale Of Assets	\$1,673	\$11,972	\$14,087	\$30,000
REVENUES TOTAL	\$7,374,442	\$8,672,751	\$7,984,312	\$17,674,491
Total Resources	\$23,175,485	\$22,157,274	\$23,480,016	\$33,452,288

REQUIREMENTS

5113 - Water Capital Engineering

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
SALARIES & WAGES				
SALARIES AND WAGES	\$257,728	\$264,069	\$241,139	\$354,281
SALARIES & WAGES TOTAL	\$257,728	\$264,069	\$241,139	\$354,281
BENEFITS				
07-5113-440000 - Misc Fringe Benefits	-	-	-	\$1,839
07-5113-441000 - FICA/Medicare	\$19,640	\$20,140	\$18,448	\$27,090
07-5113-442000 - Workers Compensation	\$3,757	\$4,373	\$3,937	\$3,125
07-5113-443000 - Unemployment/Transit Tax	\$305	\$316	\$242	\$355
07-5113-444000 - Retirement - PERS	\$29,107	\$30,132	\$25,262	\$45,186
07-5113-444001 - Retirement-Principal	\$58,510	\$67,590	\$73,374	\$93,716
07-5113-444002 - Retirement-Pension Bond	\$5,517	\$5,458	\$5,739	\$10,191
07-5113-445000 - Health/Life/LTD	\$54,142	\$55,631	\$57,754	\$99,840
BENEFITS TOTAL	\$170,976	\$183,640	\$184,756	\$281,342
PERSONNEL SERVICES TOTAL	\$428,704	\$447,708	\$425,895	\$635,623
MATERIALS AND SERVICES				
MATERIALS AND SERVICES				
07-5113-510000 - Office Supplies	\$2,035	\$1,137	\$2,200	\$2,400
07-5113-511000 - Postage	\$4	-	\$100	\$200
07-5113-515000 - Printing & Advertising	\$154	\$79	\$100	\$200
07-5113-520000 - Dues & Meetings	\$1,673	\$1,141	\$1,200	\$1,060
07-5113-520003 - Recruitment Expense	\$257	\$100	\$1,500	\$3,000
07-5113-520008 - Recognition	-	-	\$125	\$250
07-5113-523000 - Supplies & Equipment	\$1,802	\$464	\$2,925	\$5,850
07-5113-523010 - Public Outreach	\$3,740	\$2,376	\$6,000	\$12,000
07-5113-525000 - Travel & Training	\$8,465	\$2,421	\$11,621	\$9,000
07-5113-532000 - Bank Fees	\$14,081	\$15,410	\$7,000	\$14,000
07-5113-533000 - Contractual Services	\$8,460	\$21,263	-	\$0
07-5113-533045 - Maintenance Agreements	\$15,276	\$2,388	\$14,500	\$41,500
07-5113-540000 - Utilities	\$254	\$244	\$200	\$400
07-5113-551000 - Books & Publications	-	\$41	\$200	\$400
07-5113-562000 - Fuel	\$168	\$732	\$725	\$1,450
07-5113-563000 - Vehicle Maintenance	\$250	\$535	\$650	\$1,300
07-5113-576000 - Recording Fees	\$91	-	\$100	\$200
07-5113-580000 - Professional Services	-	\$9,818	\$47,375	\$359,990
07-5113-590000 - Internal Chrg-Admin Support Sv	\$1,094,318	\$1,302,426	\$1,515,297	\$3,653,829
07-5113-590015 - Internal Chrg-Franchise Fee	\$489,192	\$547,220	\$511,148	\$1,132,144
MATERIALS AND SERVICES TOTAL	\$1,640,219	\$1,907,796	\$2,122,966	\$5,239,173
MATERIALS AND SERVICES TOTAL	\$1,640,219	\$1,907,796	\$2,122,966	\$5,239,173
CAPITAL OUTLAY				
CAPITAL OUTLAY				
07-5113-610000 - Capital Outlay	\$139	\$21,431	\$1,604,673	\$24,500
CAPITAL OUTLAY TOTAL	\$139	\$21,431	\$1,604,673	\$24,500
CAPITAL OUTLAY TOTAL	\$139	\$21,431	\$1,604,673	\$24,500

5141 - Water Operations

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
SALARIES & WAGES				
SALARIES AND WAGES	\$356,285	\$376,845	\$422,751	\$789,862
SALARIES & WAGES TOTAL	\$356,285	\$376,845	\$422,751	\$789,862
BENEFITS				
07-5141-440000 - Misc Fringe Benefits	-	-	-	\$4,320
07-5141-441000 - FICA/Medicare	\$27,176	\$28,920	\$32,341	\$60,513
07-5141-442000 - Workers Compensation	\$9,112	\$12,386	\$13,006	\$14,235
07-5141-443000 - Unemployment/Transit Tax	\$428	\$460	\$423	\$792
07-5141-444000 - Retirement - PERS	\$9,497	\$12,765	\$18,460	\$49,294
07-5141-444001 - Retirement-Principal	\$142,717	\$162,444	\$168,852	\$341,761
07-5141-444002 - Retirement-Pension Bond	\$2,701	\$3,018	\$5,901	\$11,662
07-5141-445000 - Health/Life/LTD	\$95,429	\$104,485	\$122,580	\$303,464
BENEFITS TOTAL	\$287,059	\$324,479	\$361,563	\$786,041
PERSONNEL SERVICES TOTAL	\$643,344	\$701,323	\$784,314	\$1,575,903
MATERIALS AND SERVICES				
MATERIALS AND SERVICES				
07-5141-510000 - Office Supplies	\$483	\$485	\$1,200	\$1,800
07-5141-511000 - Postage	\$3,622	\$3,110	\$6,964	\$11,000
07-5141-512000 - Uniforms	\$1,660	\$1,460	\$2,500	\$5,000
07-5141-515000 - Printing & Advertising	\$2,400	\$10,355	\$11,766	\$25,000
07-5141-520000 - Dues & Meetings	\$1,073	\$986	\$3,150	\$5,000
07-5141-523000 - Supplies & Equipment	\$5,658	\$9,566	\$9,500	\$20,000
07-5141-523010 - Public Outreach	\$3,919	\$7,528	\$7,500	\$8,000
07-5141-523100 - Small Tools	\$1,911	\$1,832	\$3,500	\$7,000
07-5141-524000 - Safety Program	-	\$1,568	\$1,500	\$4,000
07-5141-525000 - Travel & Training	\$3,723	\$5,263	\$8,496	\$18,000
07-5141-526000 - Employee Testing	\$280	\$582	\$900	\$2,000
07-5141-533000 - Contractual Services	\$21,956	\$18,283	\$40,000	\$100,000
07-5141-533045 - Maintenance Agreements	\$14,980	\$13,557	\$28,600	\$60,000
07-5141-537000 - Operating Supplies	\$93,480	\$140,128	\$147,347	\$305,000
07-5141-540000 - Utilities	\$276,294	\$306,475	\$298,592	\$705,000
07-5141-545000 - Lab Supplies	\$2,329	\$1,921	\$2,385	\$5,000
07-5141-546000 - Permits & Fees	\$13,133	\$12,872	\$22,000	\$44,000
07-5141-547000 - Analytical Lab Testing	\$9,557	\$11,085	\$13,000	\$40,600
07-5141-551000 - Books & Publications	\$98	-	\$400	\$800
07-5141-560000 - Property Taxes	\$2,345	\$2,406	\$2,100	\$5,750
07-5141-562000 - Fuel	\$1,275	\$1,960	\$2,000	\$4,000
07-5141-563000 - Vehicle Maintenance	\$632	\$2,488	\$2,000	\$4,000
07-5141-566000 - Equip Repair & Maintenance	\$47,528	\$56,428	\$65,000	\$130,000
07-5141-568000 - System Maintenance	\$1,932	-	\$1,500	\$6,000
07-5141-569000 - Well Maintenance	\$19,118	\$9,432	\$35,000	\$105,000
07-5141-571000 - Bldg & Grounds Maintenance	\$3,140	\$2,758	\$10,000	\$10,000
MATERIALS AND SERVICES TOTAL	\$532,525	\$622,528	\$726,900	\$1,631,950
MATERIALS AND SERVICES TOTAL	\$532,525	\$622,528	\$726,900	\$1,631,950
CAPITAL OUTLAY				
CAPITAL OUTLAY				
07-5141-610000 - Capital Outlay	\$35,014	\$71,717	\$244,828	\$489,656
07-5141-610400 - Capital Outlay-Ops Veh Replace	-	\$27,365	\$26,500	\$53,000
CAPITAL OUTLAY TOTAL	\$35,014	\$99,082	\$271,328	\$542,656
CAPITAL OUTLAY TOTAL	\$35,014	\$99,082	\$271,328	\$542,656

5142 - Water Maintenance

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
SALARIES & WAGES				
SALARIES AND WAGES	\$525,862	\$573,961	\$591,475	\$1,458,558
SALARIES & WAGES TOTAL	\$525,862	\$573,961	\$591,475	\$1,458,558
BENEFITS				
07-5142-440000 - Misc Fringe Benefits	-	-	-	\$8,049
07-5142-441000 - FICA/Medicare	\$40,276	\$43,797	\$45,248	\$111,749
07-5142-442000 - Workers Compensation	\$18,499	\$25,567	\$29,203	\$43,068
07-5142-443000 - Unemployment/Transit Tax	\$650	\$699	\$592	\$1,462
07-5142-444000 - Retirement - PERS	\$32,588	\$40,840	\$40,919	\$197,913
07-5142-444001 - Retirement-Principal	\$148,717	\$175,894	\$180,386	\$326,211
07-5142-444002 - Retirement-Pension Bond	\$8,934	\$9,323	\$13,080	\$45,663
07-5142-445000 - Health/Life/LTD	\$176,754	\$184,463	\$203,838	\$498,000
BENEFITS TOTAL	\$426,417	\$480,582	\$513,266	\$1,232,115
PERSONNEL SERVICES TOTAL	\$952,279	\$1,054,543	\$1,104,741	\$2,690,673
MATERIALS AND SERVICES				
MATERIALS AND SERVICES				
07-5142-510000 - Office Supplies	\$1,531	\$1,336	\$1,500	\$3,000
07-5142-512000 - Uniforms	\$7,125	\$6,733	\$5,500	\$11,000
07-5142-520000 - Dues & Meetings	\$4,233	\$4,898	\$3,500	\$9,000
07-5142-523000 - Supplies & Equipment	\$23,603	\$15,219	\$20,000	\$40,000
07-5142-523009 - Water Meters	\$71,734	\$176,722	\$230,500	\$495,000
07-5142-523011 - TMDL Community Program	\$26,368	-	-	\$0
07-5142-523100 - Small Tools	\$17,069	\$695	-	\$0
07-5142-524000 - Safety Program	-	\$2,478	\$2,500	\$5,000
07-5142-525000 - Travel & Training	\$17,173	\$9,135	\$14,500	\$31,000
07-5142-526000 - Employee Testing	\$1,067	\$310	-	\$0
07-5142-533000 - Contractual Services	\$34,609	\$961	-	\$0
07-5142-533045 - Maintenance Agreements	\$5,078	\$106,119	\$130,000	\$279,825
07-5142-538507 - Water Appurtenances Replacemen	\$17,172	-	-	\$0
07-5142-538519 - Water Line Replacement	\$23,137	\$34,891	\$60,850	\$124,450
07-5142-540000 - Utilities	\$6,256	\$7,279	\$6,000	\$16,542
07-5142-562000 - Fuel	\$12,985	\$12,435	\$17,000	\$30,000
07-5142-563000 - Vehicle Maintenance	\$10,961	\$16,894	-	\$0
07-5142-566000 - Equip Repair & Maintenance	\$1,226	\$3,928	\$16,000	\$32,000
07-5142-567000 - Pipe & Materials	\$61,990	\$18,010	\$70,000	\$147,000
07-5142-569001 - Hydrant Maintenance	\$5,853	\$3,872	\$10,000	\$10,000
07-5142-569002 - Lateral Maintenance	-	\$2,830	\$10,000	\$20,000
MATERIALS AND SERVICES TOTAL	\$349,170	\$424,745	\$597,850	\$1,253,817
MATERIALS AND SERVICES TOTAL	\$349,170	\$424,745	\$597,850	\$1,253,817
CAPITAL OUTLAY				
CAPITAL OUTLAY				
07-5142-610034 - Capital Outlay-Veh & Equip	-	-	\$668,432	\$1,588,024
07-5142-610400 - Capital Outlay-Ops Veh Replace	\$257,798	\$473,524	\$14,087	\$0
CAPITAL OUTLAY TOTAL	\$257,798	\$473,524	\$682,519	\$1,588,024
CAPITAL OUTLAY TOTAL	\$257,798	\$473,524	\$682,519	\$1,588,024

9150 - Debt Service - Principal

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
DEBT SERVICE				
DEBT SERVICE				
07-9150-615000 - 2015 Refunding Bond	\$400,783	\$56,051	\$57,125	\$36,885
DEBT SERVICE TOTAL	\$400,783	\$56,051	\$57,125	\$36,885
DEBT SERVICE TOTAL	\$400,783	\$56,051	\$57,125	\$36,885

9160 - Debt Service - Interest

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
DEBT SERVICE				
DEBT SERVICE				
07-9160-615000 - 2015 Refunding Bond	\$12,250	\$3,569	\$1,452	\$738
DEBT SERVICE TOTAL	\$12,250	\$3,569	\$1,452	\$738
DEBT SERVICE TOTAL	\$12,250	\$3,569	\$1,452	\$738

9170 - Transfers

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
TRANSFERS				
TRANSFERS				
07-9170-904000 - Transfer Out-Capital Projects	\$4,438,735	\$851,623	\$3,207,222	\$4,850,000
TRANSFERS TOTAL	\$4,438,735	\$851,623	\$3,207,222	\$4,850,000
TRANSFERS TOTAL	\$4,438,735	\$851,623	\$3,207,222	\$4,850,000

9180 - Reserves

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
RESERVES/CONTINGENCIES				
RESERVES/CONTINGENIES				
07-9180-800000 - Contingency	-	-	\$11,470,535	\$13,222,346
07-9180-800001 - Contingency/Reserves - Assigned	\$0	\$0	\$262,496	\$0
07-9180-800002 - Contingency/Reserves - Assigned	-	-	\$160,000	\$160,000
RESERVES/CONTINGENIES TOTAL	\$0	\$0	\$11,893,031	\$13,382,346
RESERVES/CONTINGENCIES TOTAL	\$0	\$0	\$11,893,031	\$13,382,346

- 800000 Contingency - Unassigned
- 800001 Contingency - Assigned for vehicle replacement PWM
- 800002 Contingency - Assigned for OPS

Total Requirements

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
TOTAL REQUIREMENTS	\$9,690,962	\$6,663,923	\$23,480,016	\$33,452,288

STORMWATER FUND (17)

BY2025-2027 OPERATING BUDGET

FUND DESCRIPTION

The stormwater fund is responsible for:

- Planning, design, inspection, and management of capital improvement projects for the replacement and expansion of the stormwater conveyance, detention, and water quality systems.
- The design reviews and inspections for the construction of public improvements associated with private development projects.
- Operating and maintaining 396,000 lineal feet of stormwater piping, 112,000 lineal feet of roadside ditches, 8,976 feet of culverts, 3,528 inlets, 1,1,219 storm drain manholes, and 122 outfalls.
- Routine maintenance including pipe cleaning, video-inspecting, root & obstruction removal, manhole repair, and pipelining projects.



FTE COUNT

FTE Stormwater 25.27

Department Category Description	FY2026	FY2027
Allocated FTE Count		
CAPITAL ENGINEERING SERVICES	0.85	0.85
OPERATIONS	1.95	1.95
STORMWATER	3.75	3.75
ALLOCATED FTE COUNT	6.55	6.55

RESOURCES

(17) Stormwater Fund

	ACTUALS		ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
Beg F/B-Net Wrkg Capital	\$3,158,777	\$3,475,428	\$2,800,538	\$3,131,475
Revenues				
17-0000-332004 - Erosion Control Permits	\$30,988	\$29,708	\$20,000	\$20,000
17-0000-338000 - Reimbursements	-	\$170	-	\$0
17-0000-338004 - Reimb Costs-Equipment	-	\$73,267	-	\$0
17-0000-341006 - Technology Fee	\$2,321	\$2,280	\$2,000	\$9,000
17-0000-342004 - Dev Review and Inspection Fees	\$18,627	\$18,540	\$125,000	\$344,999
17-0000-348000 - User Fees	\$2,290,278	\$2,508,526	\$2,619,362	\$5,516,815
17-0000-349010 - "In Lieu" Payments	\$3,957	\$3,000	-	\$0
17-0000-360000 - Miscellaneous Revenues	\$15	\$4,811	-	\$0
17-0000-361000 - Interest Earned	\$53,647	\$106,708	\$5,000	\$200,000
17-0000-364000 - Sale Of Assets	\$4,255	\$11,972	\$6,037	\$30,000
REVENUES TOTAL	\$2,404,088	\$2,758,981	\$2,777,399	\$6,120,814
Total Resources	\$5,562,865	\$6,234,409	\$5,577,937	\$9,252,289

REQUIREMENTS

5113 - Stormwater Capital Engineering

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
SALARIES & WAGES				
SALARIES AND WAGES	\$270,537	\$277,948	\$253,575	\$172,527
SALARIES & WAGES TOTAL	\$270,537	\$277,948	\$253,575	\$172,527
BENEFITS				
17-5113-440000 - Misc Fringe Benefits	–	–	–	\$872
17-5113-441000 - FICA/Medicare	\$20,619	\$21,195	\$19,399	\$13,168
17-5113-442000 - Workers Compensation	\$3,836	\$4,610	\$4,167	\$1,352
17-5113-443000 - Unemployment/Transit Tax	\$319	\$325	\$254	\$174
17-5113-444000 - Retirement - PERS	\$30,614	\$32,321	\$27,061	\$24,866
17-5113-444001 - Retirement-Principal	\$58,509	\$67,587	\$73,374	\$40,165
17-5113-444002 - Retirement-Pension Bond	\$5,916	\$5,983	\$6,365	\$5,385
17-5113-445000 - Health/Life/LTD	\$58,141	\$59,927	\$61,778	\$45,896
BENEFITS TOTAL	\$177,955	\$191,948	\$192,398	\$131,878
PERSONNEL SERVICES TOTAL	\$448,491	\$469,896	\$445,973	\$304,405
MATERIALS AND SERVICES				
MATERIALS AND SERVICES				
17-5113-510000 - Office Supplies	\$1,861	\$1,321	\$2,200	\$2,400
17-5113-515000 - Printing & Advertising	\$84	\$79	\$200	\$400
17-5113-520000 - Dues & Meetings	\$1,170	\$1,211	\$1,200	\$1,060
17-5113-520003 - Recruitment Expense	\$256	\$99	\$1,500	\$3,000
17-5113-520008 - Recognition	–	–	\$125	\$250
17-5113-523000 - Supplies & Equipment	\$1,288	\$1,171	\$2,925	\$5,850
17-5113-523010 - Public Outreach	\$163	–	\$5,000	\$10,000
17-5113-523011 - TMDL Community Program	\$144	–	–	\$0
17-5113-523012 - Shop Supplies/Environmental	\$328	\$2,225	\$15,000	\$30,000
17-5113-525000 - Travel & Training	\$6,276	\$2,414	\$11,621	\$9,000
17-5113-532000 - Bank Fees	\$2,010	\$2,005	\$1,000	\$2,000
17-5113-533000 - Contractual Services	\$6,029	\$16,705	–	\$0
17-5113-533045 - Maintenance Agreements	\$14,682	\$2,883	\$14,500	\$41,500
17-5113-540000 - Utilities	\$254	\$244	\$200	\$400
17-5113-551000 - Books & Publications	\$31	\$41	\$200	\$400
17-5113-562000 - Fuel	\$168	\$732	\$725	\$1,450
17-5113-563000 - Vehicle Maintenance	\$347	\$135	\$650	\$1,300
17-5113-576000 - Recording Fees	\$91	–	\$100	\$200
17-5113-580000 - Professional Services	–	\$5,735	\$42,375	\$349,990
17-5113-590000 - Internal Chrg-Admin Support Sv	\$401,682	\$483,768	\$577,747	\$1,428,685
17-5113-590015 - Internal Chrg-Franchise Fee	\$159,152	\$189,796	\$172,165	\$411,278
MATERIALS AND SERVICES TOTAL	\$596,016	\$710,564	\$849,433	\$2,299,163
MATERIALS AND SERVICES TOTAL	\$596,016	\$710,564	\$849,433	\$2,299,163
CAPITAL OUTLAY				
CAPITAL OUTLAY				
17-5113-610000 - Capital Outlay	\$139	\$21,431	\$12,250	\$24,500
CAPITAL OUTLAY TOTAL	\$139	\$21,431	\$12,250	\$24,500
CAPITAL OUTLAY TOTAL	\$139	\$21,431	\$12,250	\$24,500

5131 - Stormwater Operations

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
SALARIES & WAGES				
SALARIES AND WAGES	-	-	-	\$338,514
SALARIES & WAGES TOTAL	-	-	-	\$338,514
BENEFITS				
17-5131-440000 - Misc Fringe Benefits	-	-	-	\$1,852
17-5131-441000 - FICA/Medicare	-	-	-	\$25,935
17-5131-442000 - Workers Compensation	-	-	-	\$6,101
17-5131-443000 - Unemployment/Transit Tax	-	-	-	\$340
17-5131-444000 - Retirement - PERS	-	-	-	\$21,127
17-5131-444001 - Retirement-Principal	-	-	-	\$146,470
17-5131-444002 - Retirement-Pension Bond	-	-	-	\$4,998
17-5131-445000 - Health/Life/LTD	-	-	-	\$130,056
BENEFITS TOTAL	-	-	-	\$336,879

5170 - Stormwater Maintenance

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
SALARIES & WAGES				
SALARIES AND WAGES	\$246,541	\$293,947	\$384,790	\$625,098
SALARIES & WAGES TOTAL	\$246,541	\$293,947	\$384,790	\$625,098
BENEFITS				
17-5170-440000 - Misc Fringe Benefits	-	-	-	\$3,450
17-5170-441000 - FICA/Medicare	\$18,741	\$22,398	\$29,437	\$47,893
17-5170-442000 - Workers Compensation	\$8,387	\$13,504	\$18,630	\$18,459
17-5170-443000 - Unemployment/Transit Tax	\$316	\$353	\$385	\$627
17-5170-444000 - Retirement - PERS	\$29,150	\$31,858	\$48,866	\$84,820
17-5170-444001 - Retirement-Principal	\$23,679	\$27,878	\$29,995	\$139,806
17-5170-444002 - Retirement-Pension Bond	\$7,969	\$7,333	\$15,620	\$19,570
17-5170-445000 - Health/Life/LTD	\$67,454	\$94,105	\$143,084	\$213,430
BENEFITS TOTAL	\$155,696	\$197,429	\$286,017	\$528,055
PERSONNEL SERVICES TOTAL	\$402,237	\$491,376	\$670,807	\$1,153,153
MATERIALS AND SERVICES				
MATERIALS AND SERVICES				
17-5170-510000 - Office Supplies	\$185	\$518	\$500	\$1,000
17-5170-512000 - Uniforms	\$3,699	\$3,246	\$3,500	\$7,000
17-5170-515000 - Printing & Advertising	\$54	-	-	\$0
17-5170-520000 - Dues & Meetings	\$1,485	\$1,461	\$1,500	\$5,000
17-5170-523000 - Supplies & Equipment	\$23,200	\$26,410	\$25,000	\$50,000
17-5170-523100 - Small Tools	\$6,071	\$167	-	\$0
17-5170-524000 - Safety Program	\$4,949	-	-	\$0
17-5170-525000 - Travel & Training	\$6,927	\$4,240	\$10,000	\$22,000
17-5170-526000 - Employee Testing	-	\$264	-	\$0
17-5170-533000 - Contractual Services	\$21,778	\$961	-	\$0
17-5170-533045 - Maintenance Agreements	\$8,500	\$47,475	\$100,000	\$215,250
17-5170-533046 - Manhole Replacement	-	\$1,940	\$20,000	\$44,000
17-5170-538702 - Stormwater Repair	\$27,356	\$75,431	\$70,000	\$154,000
17-5170-540000 - Utilities	\$6,256	\$7,279	\$6,000	\$16,542
17-5170-562000 - Fuel	\$22,109	\$8,137	\$22,000	\$20,000
17-5170-563000 - Vehicle Maintenance	\$16,840	\$17,582	-	\$0
17-5170-566000 - Equip Repair & Maintenance	\$870	\$2,244	\$22,000	\$44,000
17-5170-567000 - Pipe & Materials	\$18,940	\$19,134	\$20,000	\$62,937
MATERIALS AND SERVICES TOTAL	\$169,221	\$216,488	\$300,500	\$641,729
MATERIALS AND SERVICES TOTAL	\$169,221	\$216,488	\$300,500	\$641,729
CAPITAL OUTLAY				
CAPITAL OUTLAY				
17-5170-610000 - Capital Outlay	\$138,328	\$16,167	-	\$0
17-5170-610034 - Capital Outlay-Veh & Equip	-	\$240,414	\$492,893	\$1,224,871
CAPITAL OUTLAY TOTAL	\$138,328	\$256,581	\$492,893	\$1,224,871
CAPITAL OUTLAY TOTAL	\$138,328	\$256,581	\$492,893	\$1,224,871

9170 - Transfers

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
TRANSFERS				
TRANSFERS				
17-9170-904000 - Transfer Out-Capital Projects	\$333,004	\$566,771	\$1,432,000	\$2,003,190
TRANSFERS TOTAL	\$333,004	\$566,771	\$1,432,000	\$2,003,190
TRANSFERS TOTAL	\$333,004	\$566,771	\$1,432,000	\$2,003,190

9180 - Reserves

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
RESERVES/CONTINGENCIES				
RESERVES/CONTINGENCIES				
17-9180-800000 - Contingency	-	-	\$1,072,829	\$925,885
17-9180-800001 - Contingency/Reserves - Assigned	\$0	\$0	\$301,252	\$0
RESERVES/CONTINGENCIES TOTAL	\$0	\$0	\$1,374,081	\$925,885
RESERVES/CONTINGENCIES TOTAL	\$0	\$0	\$1,374,081	\$925,885

800000 Contingency - Unassigned

800001 Contingency - Assigned for vehicle replacement PWM

Total Requirements

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
TOTAL REQUIREMENTS	\$2,087,436	\$2,733,107	\$5,577,937	\$9,252,289



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STREET SYSTEM DEVELOPMENT FUND (42)

BY2025-2027 OPERATING BUDGET

FUND DESCRIPTION

The City maintains a variety of funds to budget and account for system development charges (SDCs) collected and expended in support of the City's infrastructure systems (streets, wastewater, water, and stormwater). Each of these funds are legally restricted to their respective capital projects.

SDCs are established based on planned projects at the time the rates are reviewed. Those planned projects take into consideration planned growth in the community and demands placed on the respective systems. The SDC's are designed to align the costs of system expansion and major maintenance to those benefiting directly from those improvements.

Resources to the SDC funds consist of charges collected at the time building permits are taken out and interest earnings. Budgeted expenditures are for debt service supporting past eligible capital projects, and transfers to capital projects funds for current projects underway or anticipated in FY25.

RESOURCES

(42) Street System Development Fund

	ACTUALS		ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
Beg F/B-Net Wrkg Capital	\$6,445,675	\$5,636,047	\$6,780,369	\$7,753,788
Revenues				
42-0000-349002 - System Development Fees	\$1,491,544	\$1,484,829	\$1,400,000	\$1,400,000
42-0000-361000 - Interest Earned	\$107,116	\$212,398	\$17,000	\$300,000
42-0000-361001 - Interest Earned-Receiveables	\$9,283	\$2,146	\$600	\$1,200
42-0000-363000 - Assessment Installments	\$953	\$954	\$25,000	\$4,000
REVENUES TOTAL	\$1,608,896	\$1,700,328	\$1,442,600	\$1,705,200
Total Resources	\$8,054,571	\$7,336,375	\$8,222,969	\$9,458,988

REQUIREMENTS

9170 - Transfers

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
TRANSFERS				
TRANSFERS				
42-9170-918000 - Transfer Out-Street Cap Proj	\$2,418,524	\$556,006	\$30,100	\$3,090,000
TRANSFERS TOTAL	\$2,418,524	\$556,006	\$30,100	\$3,090,000
TRANSFERS TOTAL	\$2,418,524	\$556,006	\$30,100	\$3,090,000

9180 - Reserves

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
RESERVES/CONTINGENCIES				
RESERVES/CONTINGENIES				
42-9180-800000 - Contingency	-	-	\$8,192,869	\$6,368,988
RESERVES/CONTINGENIES TOTAL	-	-	\$8,192,869	\$6,368,988
RESERVES/CONTINGENCIES TOTAL	-	-	\$8,192,869	\$6,368,988

800000 Reserve for Future Expense

Total Requirements

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
TOTAL REQUIREMENTS	\$2,418,524	\$556,006	\$8,222,969	\$9,458,988

STORMWATER SYSTEM DEVELOPMENT FUND (43)

BY2025-2027 OPERATING BUDGET

FUND DESCRIPTION

The City maintains a variety of funds to budget and account for system development charges (SDCs) collected and expended in support of the City's infrastructure systems (streets, wastewater, water, and stormwater). Each of these funds are legally restricted to their respective capital projects.

SDCs are established based on planned projects at the time the rates are reviewed. Those planned projects take into consideration planned growth in the community and demands placed on the respective systems. The SDC's are designed to align the costs of system expansion and major maintenance to those benefiting directly from those improvements.

Resources to the SDC funds consist of charges collected at the time building permits are taken out and interest earnings. Budgeted expenditures are for debt service supporting past eligible capital projects, and transfers to capital projects funds for current projects underway or anticipated in FY25.

RESOURCES

(43) Stormwater System Development Fund

	ACTUALS		ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
Beg F/B-Net Wrkg Capital	\$358,726	\$362,642	\$259,678	\$335,195
Revenues				
43-0000-349002 - System Development Fees	\$72,992	\$46,389	\$90,000	\$130,000
43-0000-361000 - Interest Earned	\$5,614	\$9,227	\$1,000	\$14,000
43-0000-361001 - Interest Earned-Receiveables	\$784	\$9	-	\$0
REVENUES TOTAL	\$79,391	\$55,625	\$91,000	\$144,000
Total Resources	\$438,117	\$418,267	\$350,678	\$479,195

9170 - Transfers

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	PROPOSED BY 2025-2027
	FY2023	FY2024	FY2025	
TRANSFERS				
TRANSFERS				
43-9170-904000 - Transfer Out-Capital Projects	\$75,475	\$158,588	\$275,000	\$337,500
TRANSFERS TOTAL	\$75,475	\$158,588	\$275,000	\$337,500
TRANSFERS TOTAL	\$75,475	\$158,588	\$275,000	\$337,500

REQUIREMENTS

9180 - Reserves

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
RESERVES/CONTINGENCIES				
RESERVES/CONTINGENCIES				
43-9180-800000 - Contingency	-	-	\$61,444	\$127,461
43-9180-830000 - Contingency/Reserves - Assigned	-	-	\$14,234	\$14,234
RESERVES/CONTINGENCIES TOTAL	-	-	\$75,678	\$141,695
RESERVES/CONTINGENCIES TOTAL	-	-	\$75,678	\$141,695

800000 Reserve for Future Expense

830000 Reserve for Payment in Lieu

Total Requirements

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
TOTAL REQUIREMENTS	\$75,475	\$158,588	\$350,678	\$479,195

WASTEWATER SYSTEM DEVELOPMENT FUND (46)

BY2025-2027 OPERATING BUDGET

FUND DESCRIPTION

The City maintains a variety of funds to budget and account for system development charges (SDCs) collected and expended in support of the City's infrastructure systems (streets, wastewater, water, and stormwater). Each of these funds are legally restricted to their respective capital projects.

SDCs are established based on planned projects at the time the rates are reviewed. Those planned projects take into consideration planned growth in the community and demands placed on the respective systems. The SDC's are designed to align the costs of system expansion and major maintenance to those benefiting directly from those improvements.

Resources to the SDC funds consist of charges collected at the time building permits are taken out and interest earnings. Budgeted expenditures are for debt service supporting past eligible capital projects and transfers to capital projects funds for current projects underway or anticipated in FY25.

RESOURCES

(46) Wastewater System Development Fund

	ACTUALS		ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
Beg F/B-Net Wrkg Capital	\$10,406,035	\$12,653,837	\$14,108,339	\$15,740,099
Revenues				
46-0000-349002 - System Development Fees	\$2,293,662	\$1,229,930	\$1,200,000	\$2,200,000
46-0000-361000 - Interest Earned	\$201,090	\$443,377	\$20,000	\$700,000
46-0000-361001 - Interest Earned-Receiveables	\$17,135	\$3,416	-	\$0
REVENUES TOTAL	\$2,511,888	\$1,676,723	\$1,220,000	\$2,900,000
Total Resources	\$12,917,923	\$14,330,560	\$15,328,339	\$18,640,099

REQUIREMENTS

9150 - Debt Service - Principal

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	PROPOSED BY 2025-2027
	FY2023	FY2024	FY2025	
DEBT SERVICE				
DEBT SERVICE				
46-9150-608000 - Loan: Effluent Reuse	\$150,023	\$156,799	\$165,176	\$353,007
DEBT SERVICE TOTAL	\$150,023	\$156,799	\$165,176	\$353,007
DEBT SERVICE TOTAL	\$150,023	\$156,799	\$165,176	\$353,007

9160 - Debt Service - Interest

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
DEBT SERVICE				
DEBT SERVICE				
46-9160-608000 - Loan: Effluent Reuse	\$60,567	\$53,066	\$45,505	\$65,814
DEBT SERVICE TOTAL	\$60,567	\$53,066	\$45,505	\$65,814
DEBT SERVICE TOTAL	\$60,567	\$53,066	\$45,505	\$65,814

9170 - Transfers

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
TRANSFERS				
TRANSFERS				
46-9170-904000 - Transfer Out-Capital Projects	\$53,495	\$12,357	\$515,400	\$3,538,138
TRANSFERS TOTAL	\$53,495	\$12,357	\$515,400	\$3,538,138
TRANSFERS TOTAL	\$53,495	\$12,357	\$515,400	\$3,538,138

9180 - Reserves

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
RESERVES/CONTINGENCIES				
RESERVES/CONTINGENCIES				
46-9180-800000 - Contingency	-	-	\$14,602,258	\$14,683,140
RESERVES/CONTINGENCIES TOTAL	-	-	\$14,602,258	\$14,683,140
RESERVES/CONTINGENCIES TOTAL	-	-	\$14,602,258	\$14,683,140

800000 Reserve for Future Expense

Total Requirements

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
TOTAL REQUIREMENTS	\$264,085	\$222,222	\$15,328,339	\$18,640,099

WATER SYSTEM DEVELOPMENT FUND (47)

BY2025-2027 OPERATING BUDGET

FUND DESCRIPTION

The City maintains a variety of funds to budget and account for system development charges (SDCs) collected and expended in support of the City's infrastructure systems (streets, wastewater, water, and stormwater). Each of these funds are legally restricted to their respective capital projects.

SDCs are established based on planned projects at the time the rates are reviewed. Those planned projects take into consideration planned growth in the community and demands placed on the respective systems. The SDC's are designed to align the costs of system expansion and major maintenance to those benefiting directly from those improvements.

Resources to the SDC funds consist of charges collected at the time building permits are taken out and interest earnings. Budgeted expenditures are for debt service supporting past eligible capital projects, and transfers to capital projects funds for current projects underway or anticipated in FY25.

RESOURCES

(47) Water System Development Fund

	ACTUALS		ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
Beg F/B-Net Wrkg Capital	\$446,261	\$318,853	\$90,413	\$93,235
Revenues				
47-0000-349002 - System Development Fees	\$668,645	\$566,746	\$900,000	\$1,000,000
47-0000-361000 - Interest Earned	\$2,706	\$5,892	\$300	\$8,000
47-0000-361001 - Interest Earned-Receiveables	\$2,015	\$24	\$300	\$0
47-0000-363000 - Assessment Installments	\$0	-	\$1,000	\$0
REVENUES TOTAL	\$673,367	\$572,663	\$901,600	\$1,008,000
Total Resources	\$1,119,628	\$891,516	\$992,013	\$1,101,235

REQUIREMENTS

9150 - Debt Service - Principal

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	PROPOSED BY 2025-2027
	FY2023	FY2024	FY2025	
DEBT SERVICE				
DEBT SERVICE				
47-9150-608000 - Loan: Effluent Reuse	\$113,241	\$118,355	\$124,678	\$266,459
47-9150-615000 - 2015 Refunding Bond	\$584,217	\$603,949	\$617,875	\$403,115
DEBT SERVICE TOTAL	\$697,458	\$722,304	\$742,553	\$669,574
DEBT SERVICE TOTAL	\$697,458	\$722,304	\$742,553	\$669,574

9160 - Debt Service - Interest

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
DEBT SERVICE				
DEBT SERVICE				
47-9160-608000 - Loan: Effluent Reuse	\$45,717	\$40,055	\$34,348	\$49,677
47-9160-615000 - 2015 Refunding Bond	\$57,600	\$38,743	\$21,077	\$8,062
DEBT SERVICE TOTAL	\$103,317	\$78,799	\$55,425	\$57,739
DEBT SERVICE TOTAL	\$103,317	\$78,799	\$55,425	\$57,739

9170 - Transfers

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
TRANSFERS				
TRANSFERS				
47-9170-904000 - Transfer Out-Capital Projects	-	-	\$194,035	\$0
TRANSFERS TOTAL	-	-	\$194,035	\$0
TRANSFERS TOTAL	-	-	\$194,035	\$0

9180 - Reserves

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
RESERVES/CONTINGENCIES				
RESERVES/CONTINGENCIES				
47-9180-800000 - Contingency	-	-	-	\$373,922
47-9180-850000 - Reserve	-	-	\$0	\$0
RESERVES/CONTINGENCIES TOTAL	-	-	\$0	\$373,922
RESERVES/CONTINGENCIES TOTAL	-	-	\$0	\$373,922

Total Requirements

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
TOTAL REQUIREMENTS	\$800,775	\$801,103	\$992,013	\$1,101,235

PROPRIETARY CAPITAL PROJECT FUND (04)

BY2025-2027 OPERATING BUDGET

FUND DESCRIPTION

Overview

A complete re-structuring of Newberg's engineering efforts was launched in 2024 with the creation of a Capital Engineering team ably supported by contract engineering firm Keller Engineering associates. At the same time the city budget has shifted to 24-month cycles more in line with the 17 – 18 month construction timelines of most CIP projects. All of this has created a more fiscally responsive structure that has already had several early wins!

Completed Projects

In Financial Year 2024 – 2025 the city completed several key projects including the Waste Water Treatment Plant Programmable Logic Controller (PLC) project. PLC is the system that provides WWTP the ability to operate in an automatic mode. By shifting project management control to the staff that actually operate the waste water plant we were able to get this long-delayed project across the finish line.



Several projects were launched or completed in the Inflow and Infiltration (I & I) sphere in 2025 including manhole sealing and the installation of “top hats” in some of our larger pipes. The goal of I & I projects is to replace aging pipe infrastructure to:

- (a) Reduce system maintenance costs and;
- (b) Reduce the inflow and infiltration to achieve lower operating costs at WWTP.

The Hess creek sewer main erosion control project was completed and came in massively under budget. This was only possible due to long hours and hard work carried out by our Public Works Maintenance Superintendent and team. Similarly, the Oak Knoll booster pump project was completed and once again this was under budget.

The 800 Block Wynooski Stormwater Outfall (Phase 1) project whose aim was to extend the outfall further east and down the slope to reduce future erosion over the Hess Creek slope was completed and once again this project was under budget.

New or Continuing Projects

In line with our council goals the following projects were brought before the city council in January of 2025. Here are details about what we will be working on in the first and second biennium's and why they matter! Note that many of these projects are eligible for funding support from city system development charge funds (SDCs). The entries below call out the most significant CIP projects we intend to tackle over the next two years.

Multi Funded Projects

Public Works Maintenance Yard improvements continue based upon our work from last cycle. In this fiscal period, we will be enhancing several structures at the yard and providing covers to expensive equipment.

This project is 10% SDC eligible and budgeted for \$57,000 from each of the rates to a total of \$228,000. While this funding is insufficient for major enhancements it does allow for upgrades to continue to occur in the biennium.

Newberg Urban Renewal Plan (NURA) / River Street Project

There are three possible parts of the NURA plan that could be addressed by expenditures on River Street projects. Here are the possible improvements:

NURA Sub-Area B Riverfront:

1. Public Transportation and Infrastructure

- a) S River Street Improvements – Bypass to Rogers Landing Road. Includes street, curb, sidewalk, storm, water, wastewater to meet City of Newberg standards. South of E Thirteenth this is currently a County road.
- b) Rail crossing improvements No. 40A-000.40 at S River Street to meet ODOT Rail requirements for future development.
- c) E Fourteenth Street - S College Street to S River Street. Includes street, curb, sidewalk, storm, water. This is currently a county road. Improvements to existing road to meet City of Newberg standards.

NURA Sub-Area E Riverfront:

1. Public Transportation and Infrastructure

- a) S River Street improvements - E Ninth Street to Bypass. Includes street, curb, sidewalk, storm and water.

NURA Sub-Area F Downtown

1. Public Transportation and Infrastructure

- a) S River Street improvements - E Third Street to E Ninth Street. Includes street, curb, sidewalk, wastewater and stormwater.

Up to a maximum of \$6M in city SDCs and \$6.6M in debt generated funds backed by NURA can be spent on River Street. Most of this work is 50% SDC eligible. Clearly, with the funds available we will not be able to accomplish all three of the projects listed above. At the time of writing, it is starting to become clear that the northern sections will come first. In March of 2025 the NURA citizens advisory committee voted their support for 11th through 3rd street improvement.

Stormwater Projects

West Franklin Storm Improvement Project

Serious flooding has impacted multiple businesses and residential properties in the Franklin Street /OR240/Railroad Track area. This is not SDC eligible. This project will build out the system deeply below grade to solve this flooding issue.

This project: (a) Investigated drainage system failures within the study area; (b) Mapped out the extent of local flooding; and (c) Provides drainage system mitigation (construction) to eliminate flooding of private properties.

Early investigation (based upon Keller Engineering's Technical Memo) determined that part of the pipelines underneath the Ultra Quiet Floors business building, has restricted flow (it is likely the pipe is crushed). We were unable to get our camera to completely pass through the pipes.

Pipes need to be adequately sized, replaced, and relocated to improve drainage system capacity and eliminate future flooding. With the design work completed in the last fiscal period construction will now occur. This project matters because a business and several homes regularly flood during periods of high intensity rain fall. This project is 0% SDC eligible and budgeted for \$1,050,000.

N Springbrook Road Storm Improvement Project

Flooding problems exist along N Springbrook Road. The upstream stormwater drainage system along N Springbrook Road was upgraded by the Mountainview and Springbrook roadway improvements project in 2008. Drainage remains constricted because a 30-inch pipe connects to an 8-inch and 12-inch pipe downstream near the E Middlebrook Drive intersection.

This project: (a) Investigated all drainage issues; (b) will appropriately upsize the pipes along N Springbrook Road, and (c) Reconnects the pipes to the existing pipeline system to the south.

Design work occurred in fiscal year 2024-2025 and construction is planned for this fiscal period. This matters because storm water surges cause water to back up all along this road-section and there is the real risk of crashes that could cause injuries or even a loss of life if we do not act now. This complex project will span two biennia.

This project is 25% SDC eligible and budgeted for \$287,000 from rates in BY 25 – 27, with an additional \$400,000 planned for BY 27 – 29.

Stormwater Master Plan Update 2026

Newberg Municipal Code 13.20.030 requires an update of the City's Stormwater Master Plan every five years. The current Stormwater Master Plan was last updated in 2021 and included the Riverfront area. The master plan update is to begin this biennium and will need to take account of all of the new development areas added to town over the last five years.

The final master plan requires Council adoption and will identify new stormwater projects if needed in future. This matters because only by staying on top of our stormwater system planning can we identify projects that will be addressed in future CIP cycles.

This project is 50% SDC eligible and budgeted for \$350,000. It is anticipated that we will get this done for quite a bit less than the budgeted amount.

Wastewater Projects

Oxidation Ditch #3 and Waste Water Plant Upgrades

In the summer of 2024, the city of Newberg received a letter from Oregon's DEQ (department of environmental quality) indicating that they believe that the latest construction in town has taken us to the limit of acceptable winter flow capacity for sewage treatment. The timing of this letter is unfortunate since we had assumed that we had seven or eight years to go before we would need to add the third giant oxidation ditch and upgrade the "factory" elements that it connects to. DEQ has the power to issue a construction moratorium to any city in Oregon, so this is a mandate that we are going to need to follow.

This will be a massive project and will span two biennia.

The project is currently 22.1% SDC eligible but we believe that this can easily be raised to 50% due to the DEQ letter itself and the capacity study currently being run by Keller Engineering. In the first biennium we are budgeting \$5,567,394 with additional SDC revenue at \$3,000,000. The current budget model anticipates costs of over \$17M but the true cost cannot be known until flow testing this October will assess if we need new clarifiers. It may be a much larger cost than \$17M and then tough decisions will need to be made.

I & I Repairs and Upgrades

The 2015 Inflow and Infiltration Report identified the need for significant replacements and the rehabilitation of the older sections of the wastewater collection system throughout the City.

I & I work will be continuing in the biennium with a budget of \$1,000,000. This project is 50% SDC eligible.

I & I Report and Assessment

In the Biennium we intend to upgrade and re-test the entire wastewater system with a new I & I report. This will involve flow testing and analysis and will result in a hit list of future I & I projects similar to the "top hat" crack sealing project launched in FY 2024 – 2025. It is critical to periodically create a new I & I report as the city grows and adds new infrastructure. By doing this we know what to work on next.

This is not SDC eligible, and we are budgeting \$342,000 in the biennium to get this done.

Water Projects

Covering the Basins at the Water Treatment Plant

Following an unfunded mandate from OHA (Oregon Health Authority) to cover our water basins at the water treatment plant (against theoretical pathogens) we have been forced to comply with design work on their schedule. This design work is now complete, and we will now reluctantly need to initiate construction to cover the basins in as cost effective a way as possible. Our design uses a removable membrane for part of the site and steel buildings for the smaller basins. One bright spot in this is that this will allow the current water plant to be used far into the future and as water production growth is only increasing slowly right now - this is critical.

This is not SDC eligible and we are budgeting \$750,000 for construction.

HB 2001 Water Program (1,2,3a,3b,4a,4b,5,7,8)

This is an unfunded state mandate forcing the city of Newberg to upsize water pipes ahead of multi-level construction that may never come in the near future.

This is an unfunded State mandate to “improve” the City’s water system to comply with HB 2001 Middle Housing requirements. The multi-phase project will upsize several pipes in the area south of downtown Newberg to provide higher reflow for a broad range of middle housing designations. All specified projects need to be completed by July 2029 according to the Oregon Department of Land Conservation and Development (DLCD).

These projects are 25% SDC eligible and \$3.3M is budgeted in BY 2025 – 2027 with an additional \$3.3M budgeted for the next biennium.

Main Street Improvements Sheridan to Franklin

This project will replace an archaic and undersized water line with a modern ductile pipe of larger capacity. The existing waterline is an old 6-inch cast iron pipe that must be replaced. It will be upsized to an 8-inch ductile iron pipe to meet modern standards. This section of waterline is attached to multiple water services and has been repaired several times due to the deterioration of the old cast iron. Replacing it will provide additional water supply to customers. This will also remove the risk of unforeseen emergency repairs that are costly and could result in road and railroad closures for repairs.

While this is SDC eligible we are saving SDCs for more expensive projects like the HB 2001 work.

\$500,000 is budgeted for this mission.

RESOURCES

(04) Proprietary Capital Projects

	ACTUALS		ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
Revenues				
04-0000-390006 - Transfer In-Wastewater Fund	\$687,268	\$647,983	\$2,045,600	\$6,861,946
04-0000-390007 - Transfer In-Water Fund	\$4,438,735	\$851,623	\$2,978,782	\$4,850,000
04-0000-390017 - Transfer In-Stormwater Fund	\$333,004	\$566,771	\$1,432,000	\$2,003,190
04-0000-390043 - Transfer In-Stormwater SDC	\$75,475	\$158,588	\$275,000	\$337,500
04-0000-390046 - Transfer In-Wastewater SDC	\$53,495	\$12,357	\$515,400	\$3,538,138
04-0000-390047 - Transfer In-Water SDC	-	-	\$422,475	\$0
REVENUES TOTAL	\$5,587,978	\$2,237,323	\$7,669,257	\$17,590,774
Total Resources	\$5,587,978	\$2,237,323	\$7,669,257	\$17,590,774

REQUIREMENTS

5150 - Water Projects

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	BY 25-27 Biennial Total
	FY2023	FY2024	FY2025	
EXPENSES				
707477 - PW Maint Facility Improvements	\$53,299	\$53,008	\$57,000	\$0
707479 - Chehalem Extension	\$3,279	\$1,045	-	\$0
707481 - Fire Flow - W Illinois	\$687	\$219	-	\$0
707483 - Decommission Wells 1 & 2	\$12,530	-	-	\$0
707484 - Redundant Water Supply	\$82,769	\$17,263	-	\$0
707485 - Bell West Pump Station	\$25,136	-	-	\$0
707487 - N College Street - N Terrace	\$7,454	-	-	\$0
707488 - Fixed Based Radio Read	\$127,463	-	-	\$0
707491 - Routine WL Replacement	\$179,530	\$1,062	-	\$0
707492 - N Elliott Rd Waterline Impr	\$621,292	\$47,659	-	\$0
707528 - Valves on College St	\$161,951	\$382	-	\$0
707529 - WTP Filter Covers	\$4,882	-	-	\$0
707531 - Seismic/AWIA	-	\$61,790	\$344,257	\$0
707577 - WTP Expansion Land Purchase	\$65	-	-	\$0
707613 - College St Relocation-Ald-Foot	\$1,035,407	\$4,492	-	\$0
707622 - Em. Connection @ WTP (seismic)	\$567,168	-	-	\$0
707623 - Seismic Imp for water lines	-	-	-	\$300,000
707625 - HB 2001 5th Street	\$18,511	-	-	\$0
707626 - HB 2001 River Street	\$673,305	-	-	\$0
707628 - Otis Springs and N non-potable	\$98,011	\$105	-	\$0
707629 - New Groundwater Treatmnt Plant	\$657,157	\$377,320	-	\$0
707630 - HB 2001 Main, 4th, Lincoln, & 5th	\$108,839	\$287,278	-	\$0
707912 - Groundwater Treatment Plant Covers	-	-	\$500,000	\$750,000
707913 - Oak Knoll Booster Pump Station	-	-	\$300,000	\$0
707914 - HB 2001 Program I 1, 2, 3a, 3b, 6, 7, 8	-	-	\$2,200,000	\$3,300,000
707915 - Main Street Improvements - Sheridan to Franklin	-	-	-	\$500,000
EXPENSES TOTAL	\$4,438,735	\$851,623	\$3,401,257	\$4,850,000

5150 - Wastewater Projects

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	BY 25-27 Biennial Total
EXPENSES				
706301 - Inflow/Infiltration Projects	–	–	\$1,004,000	\$1,000,000
706313 - Roofing at WWTP	\$54,952	–	–	\$0
706381 - WWTP Solar Panel Project	–	\$1,500	–	\$0
706391 - N Elliott Wastewater Pipeline	\$2,682	\$2,878	–	\$0
706397 - Programmable Logic Controller	\$200,700	\$579,882	\$1,000,000	\$0
706418 - Hess Creek Lining	\$73,684	–	–	\$0
706471 - WWTP Painting & Maintenance	\$108	–	–	\$0
706477 - PW Maint Facility Improvements	\$61,319	\$54,795	\$57,000	\$190,690
706479 - Chehalem Extension	\$4,389	\$1,398	–	\$0
706483 - N Elliot Road	\$342,928	\$19,887	–	\$0
706484 - Short Term Lift Station Improv	–	–	\$200,000	\$0
706485 - Public Compost Bin Improvements	–	–	\$100,000	\$0
706486 - Hess Creek Sewer Main Erosion Stabilization	–	–	\$200,000	\$0
706487 - Oxidation Ditch Expansion	–	–	–	\$8,567,394
706488 - I & I Report	–	–	–	\$342,000
706489 - Annual Pipe/System Replacement Fund - Wastewater	–	–	–	\$300,000
EXPENSES TOTAL	\$740,763	\$660,340	\$2,561,000	\$10,400,084

5150 - Stormwater Projects

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	BY 25-27 Biennial Total
EXPENSES				
717709 - N Elliott	\$275,642	\$593,121	–	\$0
717725 - Stormwater Master Plan Update	–	–	\$150,000	\$350,000
717738 - 800 Block Wynooski	\$23,974	\$23,977	\$350,000	\$0
717772 - Springbrook Storm Evaluation	–	–	\$200,000	\$450,000
717777 - PW Maint Facility Improvements	\$89,345	\$51,540	\$57,000	\$190,690
717778 - OR240/Railroad Tracks/Franklin St	\$19,518	\$56,722	\$750,000	\$1,050,000
717780 - Inlet/Piping Improvements	–	–	\$200,000	\$300,000
EXPENSES TOTAL	\$408,479	\$725,359	\$1,707,000	\$2,340,690

Total Requirements

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
TOTAL REQUIREMENTS	\$5,587,978	\$2,237,323	\$7,669,257	\$17,590,774

STREET CAPITAL PROJECTS FUND (18)

BY2025-2027 OPERATING BUDGET

FUND DESCRIPTION

Transportation System Plan (TSP)

The Transportation System Plan (TSP) provides a long-term guide for City transportation investments by incorporating the vision of the community into a more efficient transportation system. The plan evaluates the current transportation system and outlines projects that may become future CIP projects over a 20-year planning horizon. It's important that we do a TSP update soon because our current one contains a very inflexible selection of cross sections making in-fill road rebuilds unnecessarily expensive.

In other words, a new TSP “tool kit” will bring us more cost-effective cross sections. It's worth thinking about the fact that the Elliot Road project could have been a million dollars less expensive with the use of a more economical cross section.



Pavement Maintenance Program - TUF

The City has approximately 72 miles of paved streets and 4 miles of gravel roadways – making roads the City's largest infrastructure asset, with a replacement value of approximately \$155 million. This ongoing project also provides upgrades to existing sidewalk ramps to meet current ADA standards. The condition of the roads range from poor to good with an overall pavement Condition Index (PCI) of 71 citywide in 2020. PCI has declined and is now at 68 citywide in 2024*. Only by focusing on road re-surfacing can we fight to bring these roads back to good condition. All of this has been made more difficult by the considerable construction inflation seen between 2022 and 2024.

Upcoming pavement preservation includes S Center Street, Howard, Fulton Street, sections of 3rd Mountainview Drive and other locations around town. This project funded by the Transportation Utility Fund is not SDC eligible and budgeted for \$2,600,000 in the biennium.

*New lidar data will verify this estimate in 2025.

RESOURCES

(18) Street Capital Projects Fund

	ACTUALS		ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
Beg F/B-Net Wrkg Capital	\$298,449	\$954,895	\$251,870	\$146,126
Revenues				
18-0000-334000 - Miscellaneous Grants	\$717,725	-	-	\$0
18-0000-338000 - Reimbursements	\$117,178	-	-	\$0
18-0000-361000 - Interest Earned	\$14,724	\$14,700	\$1,000	\$6,000
18-0000-390002 - Transfer In-Street Fund	\$3,403,570	\$397,305	\$2,150,000	\$2,810,000
18-0000-390042 - Transfer In-Street SDC	\$2,418,524	\$556,006	\$30,100	\$3,090,000
REVENUES TOTAL	\$6,671,721	\$968,010	\$2,181,100	\$5,906,000
Total Resources	\$6,970,170	\$1,922,905	\$2,432,970	\$6,052,126

REQUIREMENTS

5150 - Capital Projects

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
CAPITAL PROJECTS				
CAPITAL PROJECTS				
18-5150-702106 - Bicycle Rte & ADA Improvements	-	\$11,858	-	\$0
18-5150-702111 - College St Bikelane & Sidewalk	\$429,329	-	-	\$0
18-5150-702123 - Elliott Road	\$3,941,537	\$1,466,350	\$106,170	\$0
18-5150-702177 - PW Maint Facility Improvements	\$70,934	\$58,033	-	\$0
18-5150-702178 - Safe Routes to School	\$258	-	-	\$0
18-5150-702179 - Main Street/Illinois/240 Inter	\$0	\$120,308	\$30,000	\$0
18-5150-702180 - COVID Grant Meridian ADA Ramp	\$192,923	-	-	\$0
18-5150-702181 - ADA Ramp Improvements - TUF	-	-	\$150,000	\$0
18-5150-702182 - N College Street - Aldercrest Foothills	-	-	\$100,000	\$0
18-5150-702183 - TSP Update	-	-	-	\$300,000
18-5150-703000 - CitywidePavement Preservation	\$1,380,295	\$14,487	\$2,000,000	\$2,600,000
18-5150-796001 - River Street Rebuild	-	-	-	\$3,000,000
CAPITAL PROJECTS TOTAL	\$6,015,275	\$1,671,036	\$2,386,170	\$5,900,000
CAPITAL PROJECTS TOTAL	\$6,015,275	\$1,671,036	\$2,386,170	\$5,900,000

9180 - Reserves

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
RESERVES/CONTINGENCIES				
RESERVES/CONTINGENCIES				
18-9180-830000 - Contingency/Reserves - Assigned	-	-	\$46,800	\$152,126
RESERVES/CONTINGENCIES TOTAL	-	-	\$46,800	\$152,126
RESERVES/CONTINGENCIES TOTAL	-	-	\$46,800	\$152,126

830000 Reserve for Payments in Lieu

Total Requirements

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
TOTAL REQUIREMENTS	\$6,015,275	\$1,671,036	\$2,432,970	\$6,052,126



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MISCELLANEOUS FUNDS



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DEBT SERVICE FUND (09)

BY2025-2027 OPERATING BUDGET

FUND DESCRIPTION

The City has one debt service fund. The City's Debt Service Fund accounts for resources in support of, and debt service payments made (principal and interest), on general government borrowings. Debt related to utility activities (wastewater, water, and stormwater) are reported in the respective utility funds.

The City currently reports activity related to outstanding borrowings in the Debt Service Fund. Those borrowings are:

- **2004 Pension Bonds** – issued to take advantage of interest rates on borrowing that were favorable to interest rates charged by PERS on unfunded pension liabilities. Debt service on the pension bonds is funded through internal payroll charges to departments. Retires June 2028.
- **2018 Full Faith and Credit Obligation** – issued to finance the upgrade of public safety communications systems. Debt service is funded through an operating transfer from the City's General Fund. Originally set to expire June 2028 however the City plans to retire this debt during the 2025-27 biennium as part of the debt reduction plan.
- **Oregon Transportation Infrastructure Bank Loan** – to fund the Newberg-Dundee Bypass Project. Debt service payments for the loan are funded through Federal exchange funds received by the City. Retires July 2064.

RESOURCES

(09) Debt Service Fund

	ACTUALS		ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
Beg F/B-Net Wrkg Capital	\$619	\$14,894	\$15,420	\$19,496
Revenues				
09-0000-311000 - Prior Year Taxes	\$256	\$197	\$175	\$350
09-0000-334001 - Federal Exchange Grant	\$142,916	\$142,916	\$142,916	\$0
09-0000-361000 - Interest Earned	\$2,635	\$4,793	\$400	\$800
09-0000-372000 - Pension Bond Charge	\$319,770	\$333,542	\$335,826	\$701,876
09-0000-390001 - Transfer In-General Fund	\$372,575	\$372,575	\$372,575	\$1,040,000
09-0000-390002 - Transfer In-Street Fund	-	-	-	\$285,832
REVENUES TOTAL	\$838,152	\$854,023	\$851,892	\$2,028,858
Total Resources	\$838,771	\$868,917	\$867,312	\$2,048,354

REQUIREMENTS

9150 - Debt Service - Principal

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
DEBT SERVICE				
DEBT SERVICE				
09-9150-604000 - 2004 Pension Bonds	\$215,000	\$240,000	\$270,000	\$635,000
09-9150-616000 - Bypass Loan	\$102,288	\$123,865	\$107,634	\$223,283
09-9150-617000 - Public Safety Comm Upgrade	\$316,424	\$325,157	\$334,131	\$1,040,000
DEBT SERVICE TOTAL	\$633,712	\$689,022	\$711,765	\$1,898,283
DEBT SERVICE TOTAL	\$633,712	\$689,022	\$711,765	\$1,898,283

9160 - Debt Service - Interest

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
DEBT SERVICE				
DEBT SERVICE				
09-9160-604000 - 2004 Pension Bonds	\$93,386	\$80,454	\$65,826	\$80,455
09-9160-616000 - Bypass Loan	\$40,628	\$19,051	\$35,282	\$62,549
09-9160-617000 - Public Safety Comm Upgrade	\$56,151	\$47,418	\$38,444	\$0
DEBT SERVICE TOTAL	\$190,166	\$146,923	\$139,552	\$143,004
DEBT SERVICE TOTAL	\$190,166	\$146,923	\$139,552	\$143,004

9180 - Reserves

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
RESERVES/CONTINGENCIES				
RESERVES/CONTINGENCIES				
09-9180-880000 - Unappropriated Fund Balance	-	-	\$15,995	\$7,067
RESERVES/CONTINGENCIES TOTAL	-	-	\$15,995	\$7,067
RESERVES/CONTINGENCIES TOTAL	-	-	\$15,995	\$7,067

Total Requirements

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
TOTAL REQUIREMENTS	\$823,877	\$835,945	\$867,312	\$2,048,354

TRANSIENT LODGING TAX FUND (19)

BY2025-2027 OPERATING BUDGET

FUND DESCRIPTION

A portion of Transient Lodging Taxes (TLT) is required to be used for the promotion of tourism. The remainder of the funds may be used at the discretion of the City and are currently transferred to the General Fund.

Significant Changes

Beginning in BY 2025-27, the Council voted to change the allocations of the tourism share of TLT to be among three entities in Newberg: Visit Newberg, Chehalem Valley Chamber of Commerce, and Newberg Downtown Coalition.



RESOURCES

(19) Transient Lodging Tax Fund

	ACTUALS		ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
Beg F/B-Net Wrkg Capital	\$897	\$2,367	\$2,843	\$1,952
Revenues				
19-0000-321003 - Transient Lodging Tax - Hotels	\$1,310,029	\$1,278,412	\$1,545,811	\$2,712,276
19-0000-321004 - Business Licensing, Taxes, & Fees	\$92,071	\$173,034	\$171,000	\$364,312
19-0000-360000 - Miscellaneous Revenues	\$421	\$224	-	\$0
19-0000-361000 - Interest Earned	\$501	\$1,004	\$290	\$2,200
REVENUES TOTAL	\$1,403,022	\$1,452,674	\$1,717,101	\$3,078,788
Total Resources	\$1,403,919	\$1,455,041	\$1,719,944	\$3,080,740

REQUIREMENTS

1110 - Tourism Promotion

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
MATERIALS AND SERVICES				
MATERIALS AND SERVICES				
19-1110-592501 - Visitor Center Contract	\$45,000	\$45,000	\$45,000	\$92,298
19-1110-592502 - Visit Newberg Contract	\$446,806	\$464,530	\$557,028	\$924,822
19-1110-592503 - Newberg Downtown Coalition Contract	-	-	-	\$61,532
MATERIALS AND SERVICES TOTAL	\$491,806	\$509,530	\$602,028	\$1,078,652
MATERIALS AND SERVICES TOTAL	\$491,806	\$509,530	\$602,028	\$1,078,652

9170 - Transfers

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
TRANSFERS				
TRANSFERS				
19-9170-901000 - Transfer Out-General Fund	\$909,746	\$942,667	\$1,114,783	\$1,997,936
TRANSFERS TOTAL	\$909,746	\$942,667	\$1,114,783	\$1,997,936
TRANSFERS TOTAL	\$909,746	\$942,667	\$1,114,783	\$1,997,936

9180 - Reserves

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
RESERVES/CONTINGENCIES				
RESERVES/CONTINGENCIES				
19-9180-800000 - Contingency	-	-	\$3,133	\$4,152
RESERVES/CONTINGENCIES TOTAL	-	-	\$3,133	\$4,152
RESERVES/CONTINGENCIES TOTAL	-	-	\$3,133	\$4,152

Total Requirements

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
TOTAL REQUIREMENTS	\$1,401,552	\$1,452,197	\$1,719,944	\$3,080,740

LIBRARY GIFT, MEMORIAL, AND GRANT FUND (22)

BY2025-2027 OPERATING BUDGET

FUND DESCRIPTION

The Library Gift, Memorial & Grant Fund is the repository for any gifts, memorials and grants the library receives during the year. All gifts, memorials and grants are given with directions explaining how the funds are to be spent (memorial books, specific projects, or specific equipment) with no leeway on how these funds are used. The library does reserve the right not to accept funds if the requirements are not acceptable.

Council Goals

Goal 01: *Continue to create and maintain a high level of customer service.*

Library programming is paid for through grants – mainly through funding from the Library Foundation and the Ready to Read Grant administered by the State Library of Oregon. Last year, the library offered over 550 programs for youth and adults with an attendance of over 33,000 people. Through surveys, the library assesses the programming needs of the community and works hard to offer quality, relevant, educational, and entertaining choices to the community.

RESOURCES

(22) Library Gift, Memorial & Grant Fund

	ACTUALS		ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
Beg F/B-Net Wrkg Capital	\$10,896	\$20,945	\$16,270	\$14,110
Revenues				
22-0000-334003 - Ready to Read Grant	\$5,882	-	\$6,103	\$12,206
22-0000-334034 - Grants	\$16,200	\$6,103	-	\$0
22-0000-346002 - Library Friends	\$15,000	-	\$30,000	\$40,000
22-0000-346003 - Library Foundation	\$28,267	\$22,568	\$28,640	\$59,215
22-0000-360000 - Miscellaneous Revenues	\$1,107	-	-	\$0
22-0000-361000 - Interest Earned	\$754	\$1,123	\$500	\$1,000
22-0000-367000 - Library Donations	\$29,908	\$15,381	\$11,290	\$2,600
REVENUES TOTAL	\$97,118	\$45,175	\$76,533	\$115,021
Total Resources	\$108,014	\$66,120	\$92,803	\$129,131

REQUIREMENTS

3110 - Library Administration

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
MATERIALS AND SERVICES				
MATERIALS AND SERVICES				
22-3110-523000 - Supplies & Equipment	\$800	\$1,210	\$2,800	\$2,600
22-3110-533003 - Ready to Read Grant	\$5,834	\$7,914	\$8,651	\$12,206
22-3110-533034 - Miscellaneous Grant	\$9,765	\$4,236	-	\$0
22-3110-533035 - Community Web Grant	-	-	\$2,200	\$0
22-3110-542000 - Library Programs	\$27,025	\$22,211	\$38,515	\$59,215
22-3110-546000 - Library Friends	-	-	\$20,000	\$30,000
22-3110-551000 - Books & Publications	\$28,520	\$14,155	\$10,833	\$0
22-3110-580000 - Professional Services	\$125	\$125	\$125	\$250
MATERIALS AND SERVICES TOTAL	\$72,069	\$49,851	\$83,124	\$104,271
MATERIALS AND SERVICES TOTAL	\$72,069	\$49,851	\$83,124	\$104,271
CAPITAL OUTLAY				
CAPITAL OUTLAY				
22-3110-610000 - Capital Outlay	\$15,000	-	-	\$0
CAPITAL OUTLAY TOTAL	\$15,000	-	-	\$0
CAPITAL OUTLAY TOTAL	\$15,000	-	-	\$0

9180 - Reserves

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
RESERVES/CONTINGENCIES				
RESERVES/CONTINGENCIES				
22-9180-800000 - Contingency	-	-	\$9,679	\$24,860
RESERVES/CONTINGENCIES TOTAL	-	-	\$9,679	\$24,860
RESERVES/CONTINGENCIES TOTAL	-	-	\$9,679	\$24,860

Total Requirements

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
TOTAL REQUIREMENTS	\$87,069	\$49,851	\$92,803	\$129,131



DISCONTINUED FUNDS



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GOVERNMENTAL CAPITAL PROJECTS FUND (21)

BY2025-2027 OPERATING BUDGET

FUND DESCRIPTION

The last of the ongoing projects within the Governmental Capital Projects Fund, the Public Safety Communications Upgrade Project involved the replacement and upgrade of the 911 emergency communications system for the City. This included site hardening, equipment purchase and installation, and technology system development and implementation. The project enables the continuation of Newberg’s public safety communications capabilities and has expanded capacity for current and future needs. The cost of the \$3.15 million project was debt financed and spanned multiple years.



RESOURCES

(21) Governmental Capital Projects Fund

	ACTUALS		ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
Beg F/B-Net Wrkg Capital	\$171,285	\$171,285	\$72,339	\$0
Total Resources	\$171,285	\$171,285	\$72,339	\$0

REQUIREMENTS

5150 - Capital Projects

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	PROPOSED BY 2025-2027
	FY2023	FY2024	FY2025	
CAPITAL PROJECTS				
CAPITAL PROJECTS				
21-5150-731023 - Public Safety Comm Upgrade	-	\$98,946	\$72,339	\$0
CAPITAL PROJECTS TOTAL	-	\$98,946	\$72,339	\$0
CAPITAL PROJECTS TOTAL	-	\$98,946	\$72,339	\$0



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ARPA FUND (99)

BY2025-2027 OPERATING BUDGET

FUND DESCRIPTION

The American Rescue Plan Act (ARPA), signed into law by President Biden on March 11, 2021, allocated \$1.9 trillion to COVID-19 relief and economic recovery. Cities in Oregon directly received more than \$680 million through the Coronavirus Local Fiscal Recovery Fund. These funds were provided over two distributions; the first half was received in FY21-22 and the second half July 2022.

The money was fully encumbered and spent by the end of June 30, 2025.

RESOURCES

(99) ARPA Fund

	ACTUALS		ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
Beg F/B-Net Wrkg Capital	\$1,312,040	\$2,197,788	\$1,951,056	\$0
Revenues				
99-0000-334010 - ARPA Grant	\$2,652,719	-	-	\$0
99-0000-338000 - Reimbursements	-	-	\$25,967	\$0
REVENUES TOTAL	\$2,652,719	-	\$25,967	\$0
Total Resources	\$3,964,759	\$2,197,788	\$1,977,023	\$0

REQUIREMENTS

1400 Economic Development

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	BY 25-27 Biennial Total
	FY2023	FY2024	FY2025	
EXPENSES				
GENERAL GOVERNMENT	\$1,284,178	\$226,314	\$0	\$0
EXPENSES TOTAL	\$1,284,178	\$226,314	\$0	\$0

1330 Information Technology

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	BY 25-27 Biennial Total
	FY2023	FY2024	FY2025	
EXPENSES				
INFORMATION TECHNOLOGY	\$131,794	-	\$63,275	\$0
EXPENSES TOTAL	\$131,794	-	\$63,275	\$0

1500 Public Works

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	BY 25-27 Biennial Total
EXPENSES				
FACILITIES	\$58,780	-	\$24,802	\$0
PUBLIC WORKS	-	\$20,418	\$1,745,946	\$0
EXPENSES TOTAL	\$58,780	\$20,418	\$1,770,748	\$0

1700 Finance

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	BY 25-27 Biennial Total
EXPENSES				
FINANCE	\$292,219	-	-	\$0
EXPENSES TOTAL	\$292,219	-	-	\$0

2110 Police

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	BY 25-27 Biennial Total
EXPENSES				
POLICE ADMINISTRATION	-	-	\$109,000	\$0
EXPENSES TOTAL	-	-	\$109,000	\$0

3120 Library Services

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	BY 25-27 Biennial Total
EXPENSES				
LIBRARY SERVICES	-	-	\$34,000	\$0
EXPENSES TOTAL	-	-	\$34,000	\$0

Total Requirements

	FY23 ACTUALS	FY24 ACTUALS	FY25 ADOPTED BUDGET	
	FY2023	FY2024	FY2025	PROPOSED BY 2025-2027
TOTAL REQUIREMENTS	\$1,766,971	\$246,731	\$1,977,023	\$0



GLOSSARY

GLOSSARY

Adopted budget. Financial plan that is the basis for appropriations. Adopted by the governing body (ORS 294.456, renumbered from 294.435).

Appropriation. Authorization for spending a specific amount of money for a specific purpose during a fiscal year. It is based on the adopted budget, including supplemental budgets, if any. It is presented in a resolution or ordinance adopted by the governing body [ORS 294.311(3)].

Approved budget. The budget that has been approved by the budget committee. The data from the approved budget is published in the Financial Summary before the budget hearing (ORS 294.428, renumbered from 294.406).

Balanced budget. A budget in which the resources equal the requirements in every fund.

Budget. Written report showing the local government's comprehensive financial plan for one fiscal year. It must include a balanced statement of actual revenues and expenditures during each of the last two years, and estimated revenues and expenditures for the current and upcoming year [ORS 294.311(5)].

Capital outlay. Items which generally have a useful life of one or more years, such as machinery, land, furniture, equipment, or buildings [ORS 294.388(4), renumbered from 294.352(4)].

Capital projects fund. A fund used to account for resources, such as bond sale proceeds, to be used for major capital item purchase or construction [OAR 150-294.352(1)].

Contingency. A budgetary account used to appropriate resources that can be used to address events or service needs that were unanticipated during budget development. With City Council adoption of a transfer resolution or supplemental budget resolution, a budget appropriation is transferred from the Contingency Account to an operating program from which expenditures can be incurred.

Debt service fund. A fund established to account for payment of general long-term debt principal and interest [OAR 150-294.352(1)].

Enterprise fund. A fund established to account for operations that are financed and operated in a manner similar to private business enterprises. They are usually self-supporting. Examples of enterprise funds are those for water, gas, and electric utilities, swimming pools, airports, parking garages, transit systems, and ports [OAR 150-294.352(1)-(A)].

Expenditures. Total amount incurred if accounts are kept on an accrual basis; total amount paid if accounts are kept on a cash basis [ORS 294.311(16)].

Fiscal year. A 12-month period to which the annual operating budget applies. The fiscal year is July 1 through June 30 for local governments [ORS 294.311(17)].

Fund. A fiscal and accounting entity with self-balancing accounts to record cash and other financial resources, related liabilities, balances and changes, all segregated for specific, regulated activities and objectives.

Fund Balance. For budget purposes, the Fund Balance is the sum of 1) the Contingency account, 2) Reserve for specific future expenditures, and 3) the Unappropriated Ending Fund Balance. The Fund Balance is also known as Working Capital. For accounting purposes, the Fund Balance, as reflected in the Annual Comprehensive Financial Report, is identified in the Statement of Revenues, Expenditures and Changes in Fund Balance – Budget and Actual.

General fund. A fund used to account for most fiscal activities except for those activities required to be accounted for in another fund [OAR 150-294.352(1)-(A)].

Interfund transfers. Budgeted transfers of resources from one fund to another. The fund making the transfer shows the amount transferred as a budget requirement. The fund receiving the transfer shows it as a fund resource. If the money is to be expended, the fund receiving the transfer also shows that expenditure as a requirement. In that case, the money may be said to be “counted twice” in the budget; once as the transfer out and once as the actual expenditure.

Internal service fund. A fund used to account for fiscal activities when goods or services are provided by one department or agency to other departments or agencies on a cost-reimbursement basis (ORS 294.343, renumbered from 294.470).

Local option tax. Voter-approved taxing authority that is in addition to the taxes generated by the permanent tax rate. Local option taxes can be for general operations, a specific purpose or capital projects. It is limited to five years unless it is for a capital project, then it is limited to the useful life of the project or 10 years, whichever is less [Art. XI, section 11(4)].

Materials and services. Expenses include contractual services (such as attorney or accountant fees), materials (such as office supplies, fuel, or repair parts), and other operating expenses (such as utilities, lease payments, fire insurance, or travel).

Measure 5. A constitutional amendment (Art. XI, section 11b) passed in 1990 that limits the amount of operating tax that can be imposed on a property to \$5 per \$1,000 of real market value for education and \$10 per 1,000 for general government.

Measure 50. A constitutional amendment (Art. XI, section 11) passed in 1997 that limits the growth in a property’s maximum assessed value to 3% per year. It also limits a local government’s taxing authority by creating permanent rate limits.

Personnel services expenses. Expenses related to the compensation of salaried employees, such as, health and accident insurance premiums, Social Security and retirement contributions, civil service assessments.

Program. A group of related activities to accomplish a major service or function for which the local government is responsible [ORS 294.311(33)].

Proposed budget. Financial plan prepared by the budget officer. All funds must balance. It is submitted to the public and the budget committee for review.

Reserve for Future Expenditures or Debt Service Accounts. A line item requirement which identifies funds to be set aside for use in future fiscal years, generally for specific, restricted purposes, or set aside due to uncertainties in certain revenue sources but available for any purpose after uncertainties are satisfied. Reserves are generally identified by City Council or management, but can also be restricted by external authorities, such as for debt service, depending on the specific fund.

Reserve fund. Established to accumulate money from year to year for a specific purpose, such as purchase of new equipment (ORS 294.346, renumbered from 294.525).

Special payment. A budget expenditure category for pass-through payments, grants made to other organizations and other one-time or unusual expenditures that do not fall into the other categories of personal services, materials and services, capital outlay, etc.

Special revenue fund. A fund used to account for the proceeds of specific revenue sources (other than special assessments, expendable trusts, or major capital projects) that are legally restricted to expenditure for specific purposes [OAR 150-294.352(1)-(A)].

Unappropriated ending fund balance. Amount set aside in the budget to be carried over to the next year's budget. It provides the local government with cash until tax money or other revenues are received later in the year. This amount cannot be transferred by resolution or used through a supplemental budget, unless necessitated by a qualifying emergency (ORS 294.398, renumbered from 294.371; ORS 294.481, renumbered from 294.455).



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