City of Mitchell, Oregon

Adopted Budget

FY 2024/2025

City of Mitchell, Oregon Budget Adopted by Governing Body Adopted on June 18, 2024

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Budget Message

May 2024

Mayor Jacob Crawford

Members of the Mitchell City Council

Members of the Mitchell Budget Committee

Citizens of the City of Mitchell

As many of you are aware, our beloved City of Mitchell has faced many trials through this last year. From the turmoil and collapse within our City Government to figuring out how to put our Government back together. I am very proud of our City, the ones who stepped up to rebuild, and those who have shown faith in the ones working hard to rebuild.

This year's Budget is very basic. After the events of the last Budget Cycle, we have decided to only Budget on what is tangible. Resources for income that we KNOW will be available for income and expenses that are typical to everyday business. It has been decided that this "safe" approach would be the best bet for the upcoming Budget Cycle. In the following message, I will fill you all in on existing plans that have already been in the works as well as any "extras" if we get approved for any grants that we may apply for.

The Community Hall improvements with Community Development Grand funds from last Budget Cycle are ongoing. We are currently working with HECO Engineers on the roof project. This project will carry over into the FY 24/25 Budget. Currently, the roof portion of the Community Hall is not insurable to any damages due to the condition of disrepair it is in. City Council has agreed to a roof plan with HECO Engineers. Our goal is to have the roof repaired and insurable by the end of the calendar year. There is a possibility that more funds will need to be allocated to fully complete the repairs to the Community Hall.

Many of our Citizens know about the new Playground Equipment purchased for our City Park. Through the course of figuring out the best plan for installation, I have found that we may need to look at a grant to have the equipment professionally installed, per our insurance company. As we navigate this process, we may need to make amendments to allocate funding for this purpose. There are some funds in the Community Development Fund that may be used. We are unsure if it will be enough to cover all expenses.

One of the goals I have for the City is to purchase a piece of equipment for City excavation projects. Such as fixing leaks that present themselves in our Water System. During this recent Budget Cycle, the City was required to spend a fair amount of money to rent a mini excavator to fix a mainline leak on High Street. Fortunately, our Water Fund is strong enough to cover costs incurred by this. This Fiscal Year, I will be researching Grant Opportunities designed to facilitate this type of purchase. Our City could greatly benefit from a purchase of this type. It would enable our Maintenance and Water System team to effectively manage small emergencies and enable them to do general maintenance on an as needed basis instead of having to put off certain projects until there is a greater need to rent the required equipment.

The Nelson Street Project has finally been approved to move forward after an Archaeological Survey was completed. There was not anything found to delay the project further. Due to this requirement of the Archaeological Survey, this project has been held up and incurred extra costs beyond what was originally planned for. Depending on where the project ends up cost-wise, there may need to be amendments made to handle the potential increase in funding needed to complete this project.

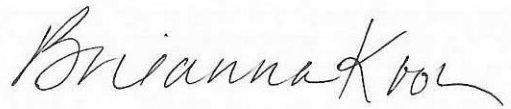
The City of Mitchell website is on the radar again! I have been working with a group called Civic Plus. They specifically work with cities and municipalities to create and manage websites. They have a fairly low-impact cost associated with their services. There had been $5,000 Budgeted during the 23/24 FY for this purpose. It appears that we can get the website off and running for under this amount. There will need to be an annual fee budgeted in for each Fiscal Year following. My hope is that we can integrate reservations for the RV sites at the City Park. I believe that we can have a more consistent revenue stream from these sites if we can create a more up to date process for folks to rent them. Another hope with the website is to generate more information for local residents and visitors alike.

I have no large new projects scheduled for the year. I would like to see the City work on the irons we already have in the fire and recover financially from the strain that was placed on the City by the collapse of our City Government. If we are able to obtain any new Grant funding for a Water Feasibility Study, that will be completed. Grants will continue to be searched for and amendments to the Budget made on an as needed basis in the event we are fortunate enough to be the recipients. It is always easier to add funds to a Budget than take them away.

Residents of Mitchell, if there are any suggestions that you would like to see added or changed, please don't hesitate to reach out. I would be happy to listen to your suggestions and look at the options.

Thank you for the support as we strive to make our City strong! My main goal is a happy, involved community where folks can relax in their daily lives and enjoy everything this community has to offer.

Respectfully,



Brieanna Koon

Mitchell, Oregon City Clerk

FORM
LB-20

RESOURCES

City of Mitchell, Oregon

General Fund

	Historical Data				Administration	Budget for Next Year 2024 - 2025			
	Actual		Adopted Budget This Year Year 2023 - 24			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2021 - 22	First Preceding Year 2022 - 23							
1	21,269	26,697	23,542	1	Available cash on hand* (cash basis)	44,427	44,427	44,427	1
2		17,799	7,000	2	LGIP Revenue Sharing	7,000	7,000	7,000	2
3		1,400		3	Previously levied taxes estimated to be received	1,500	1,500	1,500	3
4	141	270	1,800	4	Interest	1,650	1,650	1,650	4
5	5,097			5	Transferred IN, from other funds				5
6				6	**OTHER RESOURCES**				6
7	6,235	3,215	4,000	7	Intergovern State Tax- Marijuana, Cigarette, Alcohol	4,000	4,000	4,000	7
8			300	8	Fees and Fines	300	300	300	8
9		500	300	9	Community Hall	300	300	300	9
10		795		10	Community Hall Reserve Fund (Closed 22/23)				10
11	17,303			11	Charges for Services (Cemetary, Park, Rent, Ambulance)				11
12		200		12	Cemetary				12
13	999	1,000		13	Donations (Moved to City Park Fund)				13
14		1,200		14	Park (Moved to own Fund)				14
15	200	1,200	1,200	15	Justice Court Rental	1,200	1,200	1,200	15
16		2,940	6,000	16	TRX in from Tourism Fund (30%)				16
17		17,264	3,500	17	Cat Z - FEMA	3,500	3,500	3,500	17
18		48,750		18	Reimbursement DR-4452				18
19	19,130	1,000		19	Grants				19
20	8,389			20	Misc. Closed 22/23				20
21		1,000		21	Cycle Oregon Funds				21
22			127	22	Records Requests				22
23			5,000	23	TRX from Community Development for Gov. Website	3,500	3,500	3,500	23
24			5,000	24	Sale of City Truck				24
25				25					25
26				26					26
27				27					27
28				28					28
29	79,063.00	125,230.00	57,769.00	29	Total resources, except taxes to be levied	67,377.00	67,377.00	67,377.00	29
30		15,000		30	Taxes estimated to be received	15,000	15,000	15,000	30
31	14,807			31	Taxes collected in year levied				31
32	**93,870.00**	**140,230.00**	**57,769.00**	32	**TOTAL RESOURCES**	**82,377.00**	**82,377.00**	**82,377.00**	32

150-504-020 (rev 10-16)

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

REQUIREMENTS SUMMARY

FORM LB-30

ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

General Fund

City of Mitchell, Oregon

	Historical Data				Administration	Budget For Next Year 2024 - 25			
	Actual		Adopted Budget						
	Second Preceding Year 2021 - 22	First Preceding Year 2022 - 23	This Year 2023 - 24			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1				1	PERSONNEL SERVICES				1
2	8,813	14,688	16,688	2	Clerk	17,355	17,355	17,355	2
3	11,294	8,224	9,360	3	Maintenance	9,734	9,734	9,734	3
4	1,294	4,236	1,260	4	Maintenance 2				4
5	150			5	Ordinance Officer				5
6	2,000		2,700	6	Employment Taxes	2,271	2,271	2,271	6
7	46	3,245	3,000	7	Employment Expenses	3,000	3,000	3,000	7
8	**23,597.00**	**30,393.00**	**33,008.00**	8	**TOTAL PERSONNEL SERVICES**	**32,360.00**	**32,360.00**	**32,360.00**	8
9	**0.67**	**1.00**	**1.00**	9	**Total Full-Time Equivalent (FTE)**	**1.00**	**1.00**	**1.00**	9
10				10	MATERIALS AND SERVICES				10
11	4,000	10,500	2,885	11	Bonds and Insurance	2,885	2,885	2,885	11
12	1,750	5,500	3,000	12	Office Supplies/Tele/Membership Fees	3,000	3,000	3,000	12
13	300	2,000		13	Community Hall				13
14	1,000			14	Ambulance (Moved to own Fund)				14
15	500			15	Fire Department (Moved to own Fund)				15
16	500	1,400		16	EMS Building and City Hall				16
17	2,550	5,000	3,600	17	Electric Power	3,600	3,600	3,600	17
18	4,000	7,000	1,750	18	Audit/Budget/Phone/Bank Fees	1,750	1,750	1,750	18
19		3,100	200	19	Ordinance Enforcement	1,000	1,000	1,000	19
20	750	4,000		20	Park Department (Moved to own Fund)				20
21	11,000	23,360	1,000	21	Professional and Contracted Services	30,000	30,000	30,000	21
22	250	250	100	22	Elections	100	100	100	22
23	500	5,000	100	23	Travel	100	100	100	23
24		1,500	193	24	Council/Employment Training	100	100	100	24
25	4,394	5,000	1,000	25	Maintenance, Repairs, Supplies	3,000	3,000	3,000	25
	250	250	250	26	City Lodging Tax	250	250	250	
	100	100	100	27	State Lodging Tax	100	100	100	
	8,000			28	Covid Supplies				
	2,792			29	Covid Micro Grants				
26			583	30	Legal Fees				26
27	**42,636.00**	**73,960.00**	**14,761.00**	31	**TOTAL MATERIALS AND SERVICES**	**45,885.00**	**45,885.00**	**45,885.00**	27
28				32	CAPITAL OUTLAY				28
29	1,000	1,300		33	Community Hall				29
30	2,095	5,000		34	Park Department (Moved to own Fund)				30
31	1,000	1,140		35	City Hall	500	500	500	31
32			5,000	36	Website	3,500	3,500	3,500	32
33				37	City Truck				33
35	**4,095.00**	**7,440.00**	**5,000.00**	38	**TOTAL CAPITAL OUTLAY**	**4,000.00**	**4,000.00**	**4,000.00**	35
36	**70,328.00**	**111,793.00**	**52,769.00**	39	**ORGANIZATIONAL UNIT / ACTIVITY TOTAL**	**82,245.00**	**82,245.00**	**82,245.00**	36

REQUIREMENTS SUMMARY

FORM LB-30

NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM

General Fund

City of Mitchell, Oregon

	Historical Data				Administration	Budget For Next Year 2024 - 2025			
	Actual		Adopted Budget						
	Second Preceding Year 2021 - 22	First Preceding Year 2022 - 23	This Year 2023 - 24			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1				1	PERSONNEL SERVICES NOT ALLOCATED				1
2		4,420		2	Clerk				2
3		4,420		3	Maintenance				3
4	**0.00**	**8,840.00**	**0.00**	**4**	**TOTAL PERSONNEL SERVICES**	**0.00**	**0.00**	**0.00**	**4**
5				**5**	**Total Full-Time Equivalent (FTE)**				**5**
6				6	MATERIALS AND SERVICES NOT ALLOCATED				6
7				7					7
8				8					8
9	**0.00**	**0.00**	**0.00**	**9**	**TOTAL MATERIALS AND SERVICES**	**0.00**	**0.00**	**0.00**	**9**
10				**10**	CAPITAL OUTLAY NOT ALLOCATED				**10**
11				11					11
12				12					12
13	**0.00**	**0.00**	**0.00**	**13**	**TOTAL CAPITAL OUTLAY**	**0.00**	**0.00**	**0.00**	**13**
14				14	DEBT SERVICE				14
15				15					15
16				16					16
17	**0.00**	**0.00**	**0.00**	**17**	**TOTAL DEBT SERVICE**	**0.00**	**0.00**	**0.00**	**17**
18				18	SPECIAL PAYMENTS				18
19				19					19
20				20					20
21	**0.00**	**0.00**	**0.00**	**21**	**TOTAL SPECIAL PAYMENTS**	**0.00**	**0.00**	**0.00**	**21**
22				22	INTERFUND TRANSFERS				22
23		4,100		23	Property Tax Receiveable - Fire Department				23
24		4,100		24	Property Tax Receiveable - Ambulance				24
25				25					25
26				26					26
27				27					27
28	**0.00**	**8,200.00**	**0.00**	**28**	**TOTAL INTERFUND TRANSFERS**	**0.00**	**0.00**	**0.00**	**28**
29		3,782		29	OPERATING CONTINGENCY				29
30				30	RESERVED FOR FUTURE EXPENDITURE				30
31		4,400		31	UNAPPROPRIATED ENDING BALANCE				31
32	**0.00**	**25,222.00**	**0.00**	**32**	**Total Requirements NOT ALLOCATED**	**132.00**	**132.00**	**132.00**	**32**
33	70,328.00	111,793.00	52,769.00	33	Total Requirements for **ALL Org.Units/Programs within fund**	82,245	82,245	82,245	33
34	21,569			34	Ending balance (prior years)				34
35	**91,897.00**	**137,015.00**	**52,769.00**	**35**	***TOTAL REQUIREMENTS***	**82,377.00**	**82,377.00**	**82,377.00**	**35**

FORM
LB-20

RESOURCES

City of Mitchell, Oregon

Water Fund

	Historical Data				Utilities	Budget for Next Year 2024 - 2025			
	Actual		Adopted Budget This Year Year 2023 - 24			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2021 - 22	First Preceding Year 2022 - 23							
1	34,980	59,603	104,556	1	Available cash on hand* (cash basis)	117,636	117,636	117,636	1
2				2	Previously levied taxes estimated to be received				2
3	158	475		3	Interest	1,176	1,176	1,176	3
4			15,000	4	Transferred IN, from Water Reserves				4
5				5					5
6				6	**OTHER RESOURCES**				6
7	51,470	47,000	52,000	7	Water Revenue - Charges for Services	52,000	52,000	52,000	7
8		30,000	30,000	8	Sustainable Infrastructure Plan Project (SIPP)				8
9		20,000	20,000	9	SEARCH Grant				9
10		8,806		10	SRS=CSLFRF				10
11		48,750		11	Reimbursement DR-4452				11
12		500		12	Collections				12
13	2,864			13	Misc.				13
14			27,034	14	TRX from WRF for 2022 Negative Balance				14
15				15					15
16				16					16
17				17					17
18				18					18
19				19					19
20				20					20
21				21					21
22				22					22
23				23					23
24				24					24
25				25					25
26				26					26
27				27					27
28				28					28
29	89,472.00	215,134.00	248,590.00	29	Total resources, except taxes to be levied	170,812.00	170,812.00	170,812.00	29
30				30	Taxes estimated to be received				30
31				31	Taxes collected in year levied				31
32	**89,472.00**	**215,134.00**	**248,590.00**	**32**	**TOTAL RESOURCES**	**170,812.00**	**170,812.00**	**170,812.00**	**32**

150-504-020 (rev 10-16)

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

REQUIREMENTS SUMMARY

FORM LB-30

ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

Water Fund

City of Mitchell, Oregon

	Historical Data				Utilities	Budget For Next Year 2024 - 25			
	Actual		Adopted Budget						
	Second Preceding Year 2021 - 22	First Preceding Year 2022 - 23	This Year 2023 - 24			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1				1	**PERSONNEL SERVICES**				1
2	7,313	14,688	16,500	2	Clerk/Billing	17,160	17,160	17,160	2
3	3,000	11,500	16,500	3	Watermaster	17,160	17,160	17,160	3
4	1,344	1,500	3,000	4	Meter Reading				4
5	6,077	900	4,900	5	Maintenance/Maintenance 2	3,737	3,737	3,737	5
6	1,500	2,250	2,800	6	Employment Taxes and Expenses	2,912	2,912	2,912	6
7	300			7	Ordinance Officer				7
8	**19,534.00**	**30,838.00**	**43,700.00**	8	**TOTAL PERSONNEL SERVICES**	**40,969.00**	**40,969.00**	**40,969.00**	8
9	**0.65**	**1.00**	**1.00**	9	**Total Full-Time Equivalent (FTE)**	**1.00**		**1.00**	9
10				10	**MATERIALS AND SERVICES**				10
11	4,000	6,192	3,000	11	Bonds and Insurance	3,000	3,000	3,000	11
12	2,200	2,640	2,900	12	Office Supplies	3,000	3,000	3,000	12
13	321	260	1,500	13	Electric Power	1,500	1,500	1,500	13
14	2,000	3,960	1,900	14	Audit/Budget/Phone/Bank Fees	1,900	1,900	1,900	14
15	500	1,200	900	15	Professional Services	900	900	900	15
16		200		16	Charge Offs				16
17	5,000	5,000	1,500	17	Maintenance, Repairs, Supplies	1,500	1,500	1,500	17
18	1,300	6,000	1,500	18	Water Testing	2,500	2,500	2,500	18
19		50,000	50,000	19	Water Feasibility (SIPP & SEARCH)				19
20		30,000		20	Large Equipment	2,000	2,000	2,000	20
21	200	500	1,000	21	Travel	500	500	500	21
22			7,100	22	Spring Work	10,000	10,000	10,000	22
23			1,500	23	Tools	1,500	1,500	1,500	23
24				24					24
25				25					25
26				26					26
27	**15,521.00**	**105,952.00**	**72,800.00**	27	**TOTAL MATERIALS AND SERVICES**	**28,300.00**	**28,300.00**	**28,300.00**	27
28				28	**CAPITAL OUTLAY**				28
29		25,000	1,000	29	Structural Repairs				29
30	70,536			30	Bridge Creek Water Line Crossing - Park				30
31				31	Chlorinater		7,000	7,000	31
32				32	ConEx		4,000	4,000	32
33				33					33
34				34					34
35	**70,536.00**	**25,000.00**	**1,000.00**	35	**TOTAL CAPITAL OUTLAY**	**0.00**	**11,000.00**	**11,000.00**	35
36	**105,591.00**	**161,790.00**	**117,500.00**	36	**ORGANIZATIONAL UNIT / ACTIVITY TOTAL**	**69,269.00**	**80,269.00**	**80,269.00**	36

FORM
LB-30

REQUIREMENTS SUMMARY

NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM

Water Fund

City of Mitchell, Oregon

	Historical Data				Utilities	Budget For Next Year 2024 - 2025			
	Actual		Adopted Budget						
	Second Preceding Year 2021 - 22	First Preceding Year 2022 - 23	This Year 2023 - 24			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1				1	PERSONNEL SERVICES NOT ALLOCATED				1
2		5,000		2	Wage Increase for Staff				2
3				3					3
4	0.00	5,000.00	0.00	4	TOTAL PERSONNEL SERVICES	0.00	0.00	0.00	4
5		0.10		5	Total Full-Time Equivalent (FTE)				5
6				6	MATERIALS AND SERVICES NOT ALLOCATED				6
7				7					7
8				8					8
9	0.00	0.00	0.00	9	TOTAL MATERIALS AND SERVICES	0.00	0.00	0.00	9
10				10	CAPITAL OUTLAY NOT ALLOCATED				10
11				11					11
12				12					12
13	0.00	0.00	0.00	13	TOTAL CAPITAL OUTLAY	0.00	0.00	0.00	13
14				14	DEBT SERVICE				14
15	915	915		15	ODOT - Bridge Creek Water Line on Bridge				15
16		100		16	Collections				16
17	915.00	1,015.00	0.00	17	TOTAL DEBT SERVICE	0.00	0.00	0.00	17
18				18	SPECIAL PAYMENTS				18
19		7,774		19	Matching Grant Funds				19
20				20					20
21	0.00	7,774.00	0.00	21	TOTAL SPECIAL PAYMENTS	0.00	0.00	0.00	21
22				22	INTERFUND TRANSFERS				22
23	10,000			23	TRX to Water Reserve Fund				23
24				24					24
25				25					25
26				26					26
27				27					27
28	10,000.00	0.00	0.00	28	TOTAL INTERFUND TRANSFERS	0.00	0.00	0.00	28
29		32,320	104,056	29	OPERATING CONTINGENCY	19,423	19,423	19,423	29
30		2,235		30	RESERVED FOR FUTURE EXPENDITURE	82,120	71,120	71,120	30
31		5,000	27,034	31	UNAPPROPRIATED ENDING BALANCE				31
32	10,915.00	53,344.00	131,090.00	32	Total Requirements NOT ALLOCATED	101,543.00	90,543.00	90,543.00	32
33	105,591.00	161,790.00	117,500.00	33	Total Requirements for ALL Org.Units/Programs within fund	69,269.00	80,269.00	80,269.00	33
34	34,980			34	Ending balance (prior years)				34
35	151,486.00	215,134.00	248,590.00	35	TOTAL REQUIREMENTS	170,812.00	170,812.00	170,812.00	35

FORM LB-11

This fund is authorized and established by resolution / ordinance #153 on May 17, 2022 for the following specified purpose:

To provide funds for Repair, Maintenance or Upgrade of Water System.

RESERVE FUND
RESOURCES AND REQUIREMENTS

Water Reserves

Year this reserve fund will be reviewed to be continued or abolished.
Date can not be more than 10 years after establishment.
Review Year: 2032

City of Mitchell, Oregon

	Historical Data				Utilities			Budget for Next Year 2024 - 25			
	Actual										
	Second Preceding Year 2021 - 22	First Preceding Year 2022 - 23	Adopted Budget Year 2023 - 24					Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1				1	**RESOURCES**						1
2	127,146	92,421	137,705	2	Cash on hand * (cash basis)			110,671	110,671	110,671	2
3				3	Previously levied taxes estimated to be received						3
4	559	462		4	Interest						4
5				5	Transferred IN, from other funds						5
6	10,000	48,750		6	Interfund Loan Repayment						6
7				7							7
8				8							8
9				9							9
10	137,705.00	141,633.00	137,705	10	Total Resources, except taxes to be levied			110,671.00	110,671.00	110,671.00	10
11				11	Taxes estimated to be received						11
12				12	Taxes collected in year levied						12
13	**137,705.00**	**141,633.00**	**137,705.00**	13	**TOTAL RESOURCES**			**110,671.00**	**110,671.00**	**110,671.00**	13
14				14	REQUIREMENTS **						14
15				15	Org. Unit **or** Prog. & Activity	Object Classification	Detail				15
16				16	Water	Mat & Services	Supplies				16
17	10,559	141,633	95,671	17	Water	Interfund TRX	Reserve for Future Expenditure (RFFE)	110,671	110,671	110,671	17
18				18	Water	Capital Outlay					18
19			15,000	19	Water	TRX	To Water Fund, Spring Work				19
20			27,034	20	Water	TRX	To Water Fund, Negative Balance 2022				20
21				21							21
22				22							22
23				23							23
24				24							24
25				25							25
26				26							26
27				27							27
28				28							28
29	127,146			29	Ending balance (prior years)						29
30				30	UNAPPROPRIATED ENDING FUND BALANCE						30
31	**137,705.00**	**141,633.00**	**137,705.00**	31	**TOTAL REQUIREMENTS**			**110,671.00**	**110,671.00**	**110,671.00**	31

**The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year*

150-504-011 (Rev 10-16)

***List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.*

FORM
LB-20

RESOURCES

City of Mitchell, Oregon

Oregon State Street Fund

	Historical Data				Transportation	Budget for Next Year 2024 - 25			
	Actual		Adopted Budget This Year Year 2023 - 24			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2021 - 22	First Preceding Year 2022 - 23							
1	147,990	239,461	180,398	1	Available cash on hand* (cash basis)	118,248	118,248	118,248	1
2				2	Previously levied taxes estimated to be received				2
3	571	1,270	600	3	Interest	1,182	1,182	1,182	3
4				4	Transferred IN, from other funds				4
5				5					5
6				6	**OTHER RESOURCES**				6
7	8,680	10,000		7	Gas Tax				7
8	75,000	75,000		8	Small City Allotment 2018/2019				8
9				9	ODOT - Flood Mitigation				9
10		240,100	1,243,000	10	FEMA DR-4452	1,243,000	1,243,000	1,243,000	10
11	11,880	11,723	15,000	11	Highway Apportionment (Gas Tax)	15,000	15,000	15,000	11
12	19,019			12	Grants				12
13			250,000	13	Small City Allotment 2023				13
14			960	14	Storm Water Charges				14
15			325,000	15	Business Oregon FEMA Matching	325,000	325,000	325,000	15
16				16					16
17				17					17
18				18					18
19				19					19
20				20					20
21				21					21
22				22					22
23				23					23
24				24					24
25				25					25
26				26					26
27				27					27
28				28					28
29	263,140.00	577,554.00	2,014,958.00	29	Total resources, except taxes to be levied	1,702,430.00	1,702,430.00	1,702,430.00	29
30				30	Taxes estimated to be received				30
31				31	Taxes collected in year levied				31
32	**263,140.00**	**577,554.00**	**2,014,958.00**	**32**	**TOTAL RESOURCES**	**1,702,430.00**	**1,702,430.00**	**1,702,430.00**	**32**

150-504-020 (rev 10-16)

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

REQUIREMENTS SUMMARY

FORM LB-30

ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

Oregon State Street Fund

City of Mitchell, Oregon

	Historical Data				Transportation	Budget For Next Year 2024 - 25			
	Actual		Adopted Budget						
	Second Preceding Year 2021 - 22	First Preceding Year 2022 - 23	This Year 2023 - 24			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1				1	**PERSONNEL SERVICES**				1
2	3,480		8,160	2	Clerk	8,486	8,486	8,486	2
3	2,268		2,000	3	Maintenance	2,080	2,080	2,080	3
4			1,000	4	Maintenance 2				4
5	106			5	Ordinance Officer				5
6	930			6	Employment Taxes				6
7		4,700	3,200	7	Cat Z Administrative	3,328	3,328	3,328	7
8	**6,784.00**	**4,700.00**	**14,360.00**	8	**TOTAL PERSONNEL SERVICES**	**13,894.00**	**13,894.00**	**13,894.00**	8
9	**0.50**	**0.10**	**0.50**	9	**Total Full-Time Equivalent (FTE)**	**0.50**	**0.50**	**0.50**	9
10				10	**MATERIALS AND SERVICES**				10
11	2,580		2,885	11	Bonds and Insurance	2,885	2,885	2,885	11
12	2,050		3,600	12	Streetlights	3,600	3,600	3,600	12
13	1,000		200	13	Professional Services	200	200	200	13
14	335		1,000	14	Office Supplies	1,000	1,000	1,000	14
15	430		4,000	15	Audit/Budget/Phone/Bank Fees	4,000	4,000	4,000	15
16			15,000	16	Contracted Services	15,000	15,000	15,000	16
17	5,000		2,000	17	Maintenance, Repairs, Supplies	2,000	2,000	2,000	17
18			5,000	18	Arborist				18
19			5,000	19	Training/Membership Fees/Travel	2,500	2,500	2,500	19
20				20					20
21				21					21
22				22					22
23				23					23
24				24					24
25				25					25
26				26					26
27	**11,395.00**	**0.00**	**38,685.00**	27	**TOTAL MATERIALS AND SERVICES**	**31,185.00**	**31,185.00**	**31,185.00**	27
28				28	**CAPITAL OUTLAY**				28
29		150,000	250,000	29	Small City Allotment, ODOT 2023				29
30	48,422	240,100	1,243,010	30	FEMA DR-4452	1,243,010	1,243,010	1,243,010	30
31		127,409		31	ODOT Flood Mitigation				31
32	16,141	55,345	325,000	32	Business Oregon FEMA Matching, DR-4452	325,000	325,000	325,000	32
33			5,000	33	Snow Plow	500	5,000	5,000	33
34				34					34
35	**64,563.00**	**572,854.00**	**1,823,010.00**	35	**TOTAL CAPITAL OUTLAY**	**1,568,510.00**	**1,573,010.00**	**1,573,010.00**	35
36	**82,742.00**	**577,554.00**	**1,876,055.00**	36	**ORGANIZATIONAL UNIT / ACTIVITY TOTAL**	**1,613,589.00**	**1,618,089.00**	**1,618,089.00**	36

FORM
LB-30

REQUIREMENTS SUMMARY

NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM

Oregon State Street Fund

City of Mitchell, Oregon

	Historical Data				Transportation	Budget For Next Year 2024 - 25			
	Actual		Adopted Budget						
	Second Preceding Year 2021 - 22	First Preceding Year 2022 - 23	This Year 2023 - 24			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1				1	PERSONNEL SERVICES NOT ALLOCATED				1
2				2	Clerk				2
3				3	Maintenance				3
4	0.00	0.00	0.00	4	TOTAL PERSONNEL SERVICES	0.00	0.00	0.00	4
5				5	Total Full-Time Equivalent (FTE)				5
6				6	MATERIALS AND SERVICES NOT ALLOCATED				6
7				7	Supplies				7
8				8					8
9	0.00	0.00	0.00	9	TOTAL MATERIALS AND SERVICES	0.00	0.00	0.00	9
10				10	CAPITAL OUTLAY NOT ALLOCATED				10
11				11	Contracted Services				11
12				12					12
13	0.00	0.00	0.00	13	TOTAL CAPITAL OUTLAY	0.00	0.00	0.00	13
14				14	DEBT SERVICE				14
15				15					15
16				16					16
17	0.00	0.00	0.00	17	TOTAL DEBT SERVICE	0.00	0.00	0.00	17
18				18	SPECIAL PAYMENTS				18
19	32,408			19	FEMA Reserves				19
20				20					20
21	32,408.00	0.00	0.00	21	TOTAL SPECIAL PAYMENTS	0.00	0.00	0.00	21
22				22	INTERFUND TRANSFERS				22
23				23					23
24				24					24
25				25					25
26				26					26
27				27					27
28	0.00	0.00	0.00	28	TOTAL INTERFUND TRANSFERS	0.00	0.00	0.00	28
29			86,400	29	OPERATING CONTINGENCY				29
30				30	RESERVED FOR FUTURE EXPENDITURE	18,200	18,200	18,200	30
31			37,903	31	UNAPPROPRIATED ENDING BALANCE	70,641	66,141	66,141	31
32	32,408.00	0.00	124,303.00	32	Total Requirements NOT ALLOCATED	88,841.00	84,341.00	84,341.00	32
33	82,742		1,876,055	33	Total Requirements for ALL Org.Units/Programs within fund	1,613,589	1,618,089	1,618,089	33
34	147,990			34	Ending balance (prior years)				34
35	263,140.00	0.00	2,000,358.00	35	TOTAL REQUIREMENTS	1,702,430.00	1,702,430.00	1,702,430.00	35

FORM
LB-10

SPECIAL FUND
RESOURCES AND REQUIREMENTS
Ambulance Services Fund

City of Mitchell, Oregon

	Historical Data				Public Safety			Budget for Next Year 2024 - 25			
	Actual										
	Second Preceding Year 2021 - 22	First Preceding Year 2022 - 23	Adopted Budget Year 2023 - 24					Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1				1	**RESOURCES**						1
2				2	Cash on hand * (cash basis)			2,386	2,386	2,386	2
3		4,100	4,100	3	Previously levied taxes estimated to be received			4,100	4,100	4,100	3
4		76	76	4	Interest						4
5			5,000	5	Transferred IN, from other funds			2,164	2,164	2,164	5
6	1,500	11,000	5,000	6	Charges for Services			5,000	5,000	5,000	6
7				7	Donations			1,400	1,400	1,400	7
8				8							8
9				9							9
10	1,500.00	15,176.00	14,176.00	10	Total Resources, except taxes to be levied			15,050.00	15,050.00	15,050.00	10
11				11	Taxes estimated to be received						11
12				12	Taxes collected in year levied						12
13	**1,500.00**	**15,176.00**	**14,176.00**	13	**TOTAL RESOURCES**			**15,050.00**	**15,050.00**	**15,050.00**	13
14				14	**REQUIREMENTS ****						14
15				15	Org Unit **or** Prog & Activity	Object Classification	Detail				15
16		2,530	2,530	16	Administrative	Contr Services	Bonds/Insurance	2,530	2,530	2,530	16
17		2,970	1,000	17	Maintenance	Mats & Services	Maintenance/Repairs	1,250	1,250	1,250	17
18	1,500	2,500		18	Purchasing	Mats & Services	Service Supplies				18
19		500		19	Administrative	Admin	Billing/ Professional Services				19
20		500	100	20	Administrative	Mats & Services	Office Supplies	100	100	100	20
21		500	100	21	Preservation	Mats & Services	EMS Building	100	100	100	21
22		1,518	2,100	22	Accounting	TRX	TRX to Ambulance Association				22
23		1,518	64	23	Accounting	TRX	TRX to Ambulance Reserve				23
24		2,500	5,000	24	Improvement	Mats & Services	Training	5,000	5,000	5,000	24
25			400	25	Maintenance	Mats & Services	Electric Power/Fuel for EMS	400	400	400	25
26			2,882	26	Administrative	Contr Services	Audit/Financial Review	2,882	2,882	2,882	26
27				27							27
28				28							28
29				29	Ending balance (prior years)						29
30		140		30	**UNAPPROPRIATED ENDING FUND BALANCE**			2,788	2,788	2,788	30
31	**1,500.00**	**15,176.00**	**14,176.00**	31	**TOTAL REQUIREMENTS**			**15,050.00**	**15,050.00**	**15,050.00**	31

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

150-504-010 (Rev. 10-16)

**List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.

FORM LB-11

RESERVE FUND
RESOURCES AND REQUIREMENTS

This fund is authorized and established by resolution / ordinance #155 on May 17, 2022 for the following specified purpose:

For the Purchase of Large Equipment and New Equipment.

Year this reserve fund will be reviewed to be continued or abolished. Date can not be more than 10 years after establishment.

Review Year: 2032

Ambulance Service Fund Reserves

City of Mitchell, Oregon

	Historical Data				Public Safety			Budget for Next Year 2024 - 25			
	Actual										
	Second Preceding Year 2021 - 22	First Preceding Year 2022 - 23	Adopted Budget Year 2023 - 24					Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1				1	RESOURCES						1
2	3,190	3,197	3,753	2	Cash on hand * (cash basis)			5,573	5,573	5,573	2
3			64	3	Working Capital (accrual basis)			64	64	64	3
4	7	27		4	Previously levied taxes estimated to be received						4
5		1,518	20	5	Interest			55	55	55	5
6				6	Transferred IN, from other funds						6
7				7	Donations						7
8				8							8
9				9							9
10	3,197.00	4,742.00	3,837.00	10	Total Resources, except taxes to be levied			5,692.00	5,692.00	5,692.00	10
11				11	Taxes estimated to be received						11
12				12	Taxes collected in year levied						12
13	**3,197.00**	**4,742.00**	**3,837.00**	13	**TOTAL RESOURCES**			**5,692.00**	**5,692.00**	**5,692.00**	13
14				14	REQUIREMENTS **						14
15				15	Org. Unit or Prog. & Activity	Object Classification	Detail				15
16		4,742	3,837	16	Ambul Service	RFFE	Reserve for Future Expenditure (RFFE)	5,692	5,692	5,692	16
17				17	Ambul Service	Prof Services	Training				17
18				18	Ambul Service	Mat & Services	Supplies				18
19				19	Ambul Service	Capital Outlay	Repairs				19
20				20	Ambul Service	Contingency	Unallocated				20
21				21	R to Ambulance Fund						21
22				22							22
23				23							23
24				24							24
25				25							25
26				26							26
27				27							27
28				28							28
29	3,197			29	Ending balance (prior years)						29
30				30	UNAPPROPRIATED ENDING FUND BALANCE						30
31	**3,197.00**	**4,742.00**	**3,837.00**	31	**TOTAL REQUIREMENTS**			**5,692.00**	**5,692.00**	**5,692.00**	31

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

150-504-011 (Rev 10-16)

**List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.

FORM
LB-10

SPECIAL FUND
RESOURCES AND REQUIREMENTS
Fire Services Department Fund

City of Mitchell, Oregon

	Historical Data				Public Safety			Budget for Next Year 2024 - 25			
	Actual										
	Second Preceding Year 2021 - 22	First Preceding Year 2022 - 23	Adopted Budget Year 2023 - 24					Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1				1	**RESOURCES**						1
2				2	Cash on hand * (cash basis)						2
3		4,100	4,100	3	Previously levied taxes estimated to be received						3
4		53		4	Interest						4
5				5	Transferred IN, from other funds						5
6		10,000		6	Charges for Services			5,000	5,000	5,000	6
7				7	Donations			1,400	1,400	1,400	7
8				8							8
9				9							9
10	0.00	14,153.00	4,100.00	10	Total Resources, except taxes to be levied			6,400.00	6,400.00	6,400.00	10
11				11	Taxes estimated to be received						11
12				12	Taxes collected in year levied						12
13	**0.00**	**14,153.00**	**4,100.00**	13	**TOTAL RESOURCES**			**6,400.00**	**6,400.00**	**6,400.00**	13
14				14	REQUIREMENTS **						14
15				15	Org Unit **or** Prog & Activity	Object Classification	Detail				15
16		4,725	2,882	16	Fire	Contr Services	Bonds and Insurance	2,882	2,882	2,882	16
17		1,775		17	Fire	Mat & Services	Maintenance/Repair	1,000	1,000	1,000	17
18		500		18	Fire	Personnel	Training	500	500	500	18
19		1,415		19	Fire	TRX	10 % Fire Reserve	364	364	364	19
20		1,415		20	Fire	TRX	10 % Association	364	364	364	20
21		500		21	Fire	Capital Outlay	EMS Building/Fire Trucks	500	500	500	21
22		500		22	Fire	Mat & Services	Supplies	500	500	500	22
23			1,218	23	Fire	Pro Services	Audit/Financial Review				23
24				24							24
25				25							25
26				26							26
27				27							27
28				28							28
29				29	Ending balance (prior years)						29
30		3,323		30	**UNAPPROPRIATED ENDING FUND BALANCE**			290	290	290	30
31	**0.00**	**14,153.00**	**4,100.00**	31	**TOTAL REQUIREMENTS**			**6,400.00**	**6,400.00**	**6,400.00**	31

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

150-504-010 (Rev. 10-16)

**List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.

FORM
LB-11

This fund is authorized and established by resolution / ordinance #154 on May 17, 2022 for the following specified purpose:

Upgrade to EMS Building and/or Large Purchases.

RESERVE FUND
RESOURCES AND REQUIREMENTS

Fire Services Reserve Fund

Year this reserve fund will be reviewed to be continued or abolished.
Date can not be more than 10 years after establishment.
Review Year: 2032

City of Mitchell, Oregon

	Historical Data				Public Safety			Budget for Next Year 2024 - 25			
	Actual										
	Second Preceding Year 2021 - 22	First Preceding Year 2022 - 23	Adopted Budget Year 2023 - 24					Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1				1	**RESOURCES**						1
2	5,749	5,402	6,852	2	Cash on hand * (cash basis)			6,852	6,852	6,852	2
3		1,415		3	Previously levied taxes estimated to be received						3
4	12			4	Interest						4
5				5	Transferred IN, from other funds			364	364	364	5
6	50			6	Donations						6
7		35		7	Working Capital (accrual basis)						7
8				8							8
9				9							9
10	5,811.00	6,852.00	6,852.00	10	Total Resources, except taxes to be levied			7,216.00	7,216.00	7,216.00	10
11				11	Taxes estimated to be received						11
12				12	Taxes collected in year levied						12
13	**5,811.00**	**6,852.00**	**6,852.00**	13	**TOTAL RESOURCES**			**7,216.00**	**7,216.00**	**7,216.00**	13
14				14	REQUIREMENTS **						14
15				15	Org. Unit **or** Prog. & Activity	Object Classification	Detail				15
16	583			16	Fire Services	Capital Outlay	Maintenance, Repairs, Supplies				16
17				17	Fire Services	Cont Services	Training				17
18				18	Fire Services	Contingency	Repairs				18
19				19	Fire Services	Mat & Services	Supplies				19
20		6,852	6,852	20	Fire Services	RFFE	Reserve for Future Expenditure	7,216	7,216	7,216	20
21				21							21
22				22							22
23				23							23
24				24							24
25				25							25
26				26							26
27				27							27
28				28							28
29	5,228			29	Ending balance (prior years)						29
30				30	**UNAPPROPRIATED ENDING FUND BALANCE**						30
31	**5,811.00**	**6,852.00**	**6,852.00**	31	**TOTAL REQUIREMENTS**			**7,216.00**	**7,216.00**	**7,216.00**	31

**The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year*

150-504-011 (Rev 10-16)

***List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.*

FORM
LB-10

SPECIAL FUND
RESOURCES AND REQUIREMENTS
Tourism Fund

City of Mitchell, Oregon

	Historical Data				Business Enterprise			Budget for Next Year 2024 - 25			
	Actual										
	Second Preceding Year 2021 - 22	First Preceding Year 2022 - 23	Adopted Budget Year 2023 - 24					Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1				1	RESOURCES						1
2	18,921	19,563	18,236	2	Cash on hand * (cash basis)			5,399	5,399	5,399	2
3				3	Previously levied taxes estimated to be received						3
4	190	190		4	Interest						4
5				5	Transferred IN, from other funds						5
6	9,800	9,800	12,350	6	Lodging Tax			12,350	12,350	12,350	6
7				7							7
8				8							8
9				9							9
10	28,911.00	29,553.00	30,586.00	10	Total Resources, except taxes to be levied			17,749.00	17,749.00	17,749.00	10
11				11	Taxes estimated to be received						11
12				12	Taxes collected in year levied						12
13	**28,911.00**	**29,553.00**	**30,586.00**	13	**TOTAL RESOURCES**			**17,749.00**	**17,749.00**	**17,749.00**	13
14				14	REQUIREMENTS **						14
15				15	Org Unit **or** Prog & Activity	Object Classification	Detail				15
16		1,000	2,500	16	Tourism	Personnel	Administrative	1,500	1,500	1,500	16
17		1,500	1,000	17	Tourism	Contr Services	Legal Fees	1,000	1,000	1,000	17
18	6,000	6,000	10,500	18	Tourism	Contr Services	Publicity	8,368	8,368	8,368	18
19	2,500	2,500	500	19	Tourism	Mat & Services	Property Improvement	500	500	500	19
20	6,000	2,000	5,000	20	Tourism	Pro Services	Professional Fees	2,000	2,000	2,000	20
21			500	21	Tourism	Supplies	Office Supplies	500	500	500	21
22	2,940	2,940	3,705	22	Tourism	TRX	To General Fund				22
23		1,026	3,881	23	Tourism	RFFE	Reserve for Future Expenditure	3,881	3,881	3,881	23
24	1,000	2,500	3,000	24	Tourism	Contingency	Unallocated				24
25				25							25
26				26							26
27				27							27
28				28							28
29	10,471			29	Ending balance (prior years)						29
30				30	**UNAPPROPRIATED ENDING FUND BALANCE**						30
31	**28,911.00**	**19,466.00**	**30,586.00**	31	**TOTAL REQUIREMENTS**			**17,749.00**	**17,749.00**	**17,749.00**	31

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

150-504-010 (Rev. 10-16)

**List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.

FORM
LB-20

RESOURCES

City of Mitchell, Oregon

City Park Fund

	Historical Data				Parks and Recreation	Budget for Next Year 2024 - 25			
	Actual		Adopted Budget						
	Second Preceding Year 2021 - 22	First Preceding Year 2022 - 23	This Year Year 2023 - 24			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1				1	Available cash on hand* (cash basis) **or**	3,333	3,333	3,333	1
2				2	Previously levied taxes estimated to be received				2
3				3	Interest				3
4			75,000	4	Transferred IN, from Community Development				4
5				5					5
6				6	**OTHER RESOURCES**				6
7			5,900	7	RV/Tent Camping, Charges for Services	6,000	7,500	7,500	7
8			1,000	8	Donations	2,000	2,500	2,500	8
9			40,000	9	State of Oregon Local Government Grant	40,000	40,000	40,000	9
10				10					10
11				11					11
12				12					12
13				13					13
14				14					14
15				15					15
16				16					16
17				17					17
18				18					18
19				19					19
20				20					20
21				21					21
22				22					22
23				23					23
24				24					24
25				25					25
26				26					26
27				27					27
28				28					28
29	0.00	0.00	121,900.00	29	Total resources, except taxes to be levied	51,333.00	53,333.00	53,333.00	29
30				30	Taxes estimated to be received				30
31				31	Taxes collected in year levied				31
32	**0.00**	**0.00**	**121,900.00**	**32**	**TOTAL RESOURCES**	**51,333.00**	**53,333.00**	**53,333.00**	**32**

150-504-020 (rev 10-16)

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

FORM
LB-30

REQUIREMENTS SUMMARY

ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

City Park Fund

City of Mitchell, Oregon

	Historical Data				Parks and Recreation	Budget For Next Year 2024 - 25			
	Actual		Adopted Budget						
	Second Preceding Year 2021 - 22	First Preceding Year 2022 - 23	This Year 2023 - 24			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1				1	PERSONNEL SERVICES				1
2			1,040	2	Clerk	1,081	1,081	1,081	2
3			3,760	3	Maintenance	3,910	3,910	3,910	3
4			900	4	Maintenance 2				4
5			200	5	Employment Taxes	474	474	474	5
6				6					6
7				7					7
8	0.00	0.00	5,900.00	8	TOTAL PERSONNEL SERVICES	5,465.00	5,465.00	5,465.00	8
9			0.25	9	Total Full-Time Equivalent (FTE)	0.25	0.25	0.25	9
10				10	MATERIALS AND SERVICES				10
11			500	11	Park Supplies	500	500	500	11
12			500	12	Restroom Supplies	2,500	1,500	1,500	12
13			40,000	13	Feasability Study, Park	40,000	40,000	40,000	13
14			5,000	14	Septic System	1,500	1,500	1,500	14
15				15	Tree Maintenance		3,000	3,000	15
16				16					16
17				17					17
18				18					18
19				19					19
20				20					20
21				21					21
22				22					22
23				23					23
24				24					24
25				25					25
26				26					26
27	0.00	0.00	46,000.00	27	TOTAL MATERIALS AND SERVICES	44,500.00	46,500.00	46,500.00	27
28				28	CAPITAL OUTLAY				28
29				29					29
30				30					30
31				31					31
32				32					32
33				33					33
34				34					34
35	0.00	0.00	0.00	35	TOTAL CAPITAL OUTLAY	0.00	0.00	0.00	35
36	0.00	0.00	51,900.00	36	ORGANIZATIONAL UNIT / ACTIVITY TOTAL	49,965.00	51,965.00	51,965.00	36

FORM
LB-30

REQUIREMENTS SUMMARY

NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM

City Park Fund

City of Mitchell, Oregon

	Historical Data				Parks and Recreation	Budget For Next Year 2024 - 25			
	Actual		Adopted Budget						
	Second Preceding Year 2021 - 22	First Preceding Year 2022 - 23	This Year 2023 - 24			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1				1	PERSONNEL SERVICES NOT ALLOCATED				1
2				2					2
3				3					3
4	0.00	0.00	0.00	4	TOTAL PERSONNEL SERVICES	0.00	0.00	0.00	4
5				5	Total Full-Time Equivalent (FTE)				5
6				6	MATERIALS AND SERVICES NOT ALLOCATED				6
7				7					7
8				8					8
9	0.00	0.00	0.00	9	TOTAL MATERIALS AND SERVICES	0.00	0.00	0.00	9
10				10	CAPITAL OUTLAY NOT ALLOCATED				10
11				11					11
12				12					12
13	0.00	0.00	0.00	13	TOTAL CAPITAL OUTLAY	0.00	0.00	0.00	13
14				14	DEBT SERVICE				14
15				15					15
16				16					16
17	0.00	0.00	0.00	17	TOTAL DEBT SERVICE	0.00	0.00	0.00	17
18				18	SPECIAL PAYMENTS				18
19				19					19
20				20					20
21	0.00	0.00	0.00	21	TOTAL SPECIAL PAYMENTS	0.00	0.00	0.00	21
22				22	INTERFUND TRANSFERS				22
23				23					23
24				24					24
25				25					25
26				26					26
27				27					27
28	0.00	0.00	0.00	28	TOTAL INTERFUND TRANSFERS	0.00	0.00	0.00	28
29				29	OPERATING CONTINGENCY				29
30			70,000	30	RESERVED FOR FUTURE EXPENDITURE	1,368	1,368	1,368	30
31				31	UNAPPROPRIATED ENDING BALANCE				31
32	0.00	0.00	70,000.00	32	Total Requirements NOT ALLOCATED		1,368.00	1,368.00	32
33			51,900	33	Total Requirements for ALL Org.Units/Programs within fund	49,965.00	51,965.00	51,965.00	33
34				34	Ending balance (prior years)				34
35	0.00	0.00	121,900.00	35	TOTAL REQUIREMENTS	51,333.00	53,333.00	53,333.00	35

FORM
LB-20

RESOURCES

City of Mitchell, Oregon

Community Development Fund

	Historical Data				Community Enrichment	Budget for Next Year 2024 - 25			
	Actual		Adopted Budget This Year Year 2023 - 24			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2021 - 22	First Preceding Year 2022 - 23							
1			134,000	1	Available cash on hand* (cash basis)	99,278	99,278	99,278	1
2				2	Previously levied taxes estimated to be received				2
3				3	Interest				3
4				4	Transferred IN, from other funds				4
5				5					5
6				6	**OTHER RESOURCES**				6
7		166,666		7	Community Development Grant				7
8				8					8
9				9					9
10				10					10
11				11					11
12				12					12
13				13					13
14				14					14
15				15					15
16				16					16
17				17					17
18				18					18
19				19					19
20				20					20
21				21					21
22				22					22
23				23					23
24				24					24
25				25					25
26				26					26
27				27					27
28				28					28
29	0.00	166,666.00	134,000.00	29	Total resources, except taxes to be levied	99,278.00	99,278.00	99,278.00	29
30				30	Taxes estimated to be received				30
31				31	Taxes collected in year levied				31
32	**0.00**	**166,666.00**	**134,000.00**	32	**TOTAL RESOURCES**	**99,278.00**	**99,278.00**	**99,278.00**	32

150-504-020 (rev 10-16)

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

FORM
LB-30

REQUIREMENTS SUMMARY

ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

Community Development Fund

City of Mitchell, Oregon

	Historical Data				Community Enrichment	Budget For Next Year 2024 - 25			
	Actual		Adopted Budget						
	Second Preceding Year 2021 - 22	First Preceding Year 2022 - 23	This Year 2023 - 24			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1				1	PERSONNEL SERVICES				1
2				2	Clerk				2
3			3,000	3	Maintenance				3
4			1,500	4	Maintenance 2				4
5			300	5	Employment Taxes				5
6			100	6	Employment Expenses				6
7				7					7
8	0.00	0.00	4,900.00	8	TOTAL PERSONNEL SERVICES	0.00	0.00	0.00	8
9			0.25	9	Total Full-Time Equivalent (FTE)				9
10				10	MATERIALS AND SERVICES				10
11			15,000	11	City Truck				11
12			1,200	12	Façade Grants	1,200	1,200	1,200	12
13			1,000	13	Street Improvements - Beautification	1,000	1,000	1,000	13
14			3,000	14	Community Hall - Counters				14
15			5,000	15	Council/Staff Training				15
16			2,000	16	Travel Related to Training				16
17				17	Park Equipmen installation and upgrade	10,000	20,000	20,000	17
18				18	Roof insallation				18
19				19					19
20				20					20
21				21					21
22				22					22
23				23					23
24				24					24
25				25					25
26				26					26
27	0.00	0.00	27,200.00	27	TOTAL MATERIALS AND SERVICES	12,200.00	22,200.00	22,200.00	27
28				28	CAPITAL OUTLAY				28
29			15,100	29	Community Hall - Structural	30,000	30,000	30,000	29
30				30					30
31				31					31
32				32					32
33				33					33
34				34					34
35	0.00	0.00	15,100.00	35	TOTAL CAPITAL OUTLAY	30,000.00	30,000.00	30,000.00	35
36	0.00	0.00	47,200.00	36	ORGANIZATIONAL UNIT / ACTIVITY TOTAL	42,200.00	52,200.00	52,200.00	36

FORM
LB-30

REQUIREMENTS SUMMARY

NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM

Community Development Fund

City of Mitchell, Oregon

	Historical Data				Community Enrichment	Budget For Next Year 2024 - 25			
	Actual		Adopted Budget						
	Second Preceding Year 2021 - 22	First Preceding Year 2022 - 23	This Year 2023 - 24			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1				1	PERSONNEL SERVICES NOT ALLOCATED				1
2			1,800	2	Staff				2
3				3					3
4	0.00	0.00	1,800.00	4	TOTAL PERSONNEL SERVICES	0.00	0.00	0.00	4
5				5	Total Full-Time Equivalent (FTE)				5
6				6	MATERIALS AND SERVICES NOT ALLOCATED				6
7				7	Supplies				7
8				8					8
9	0.00	0.00	0.00	9	TOTAL MATERIALS AND SERVICES	0.00	0.00	0.00	9
10				10	CAPITAL OUTLAY NOT ALLOCATED				10
11			5,000	11	Community Hall - Structural				11
12				12					12
13	0.00	0.00	5,000.00	13	TOTAL CAPITAL OUTLAY	0.00	0.00	0.00	13
14				14	DEBT SERVICE				14
15				15					15
16				16					16
17	0.00	0.00	0.00	17	TOTAL DEBT SERVICE	0.00	0.00	0.00	17
18				18	SPECIAL PAYMENTS				18
19				19					19
20				20					20
21	0.00	0.00	0.00	21	TOTAL SPECIAL PAYMENTS	0.00	0.00	0.00	21
22				22	INTERFUND TRANSFERS				22
23			75,000	23	To City Park Fund				23
24			5,000	24	To General Fund for Gov. Website	3,500	3,500	3,500	24
25				25					25
26				26					26
27				27					27
28	0.00	0.00	80,000.00	28	TOTAL INTERFUND TRANSFERS	3,500.00	3,500.00	3,500.00	28
29				29	OPERATING CONTINGENCY		5,000	5,000	29
30				30	RESERVED FOR FUTURE EXPENDITURE	57,078	38,578	38,578	30
31				31	UNAPPROPRIATED ENDING BALANCE				31
32	0.00	0.00	86,800.00	32	Total Requirements NOT ALLOCATED	57,078.00	47,078.00	47,078.00	32
33			47,200.00	33	Total Requirements for ALL Org.Units/Programs within fund	42,200.00	52,200.00	52,200.00	33
34				34	Ending balance (prior years)				34
35	0.00	0.00	134,000.00	35	TOTAL REQUIREMENTS	99,278.00	99,278.00	99,278.00	35

FORM
LB-10

SPECIAL FUND
RESOURCES AND REQUIREMENTS
Heritage Kiosk

City of Mitchell, Oregon

	Historical Data				Cultural Enrichment			Budget for Next Year 2024 - 25			
	Actual										
	Second Preceding Year 2021 - 22	First Preceding Year 2022 - 23	Adopted Budget Year 2023 - 24					Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1				1	**RESOURCES**						1
2				2	Cash on hand * (cash basis)						2
3		1,028	1,028	3	Working Capital (accrual basis)			0	0	0	3
4				4	Previously levied taxes estimated to be received						4
5				5	Interest						5
6				6	Transferred IN, from other funds						6
7				7							7
8				8							8
9				9							9
10	0.00	1,028.00	1,028.00	10	Total Resources, except taxes to be levied			0.00	0.00	0.00	10
11				11	Taxes estimated to be received						11
12				12	Taxes collected in year levied						12
13	**0.00**	**1,028.00**	**1,028.00**	13	**TOTAL RESOURCES**			**0.00**	**0.00**	**0.00**	13
14				14	REQUIREMENTS **						14
15				15	Org Unit or Prog & Activity	Object Classification	Detail				15
16		300	300	16	Kiosk	Mat & Services	Supplies to Construct	0	0	0	16
17		728	728	17	Kiosk	Contr Services	Design and Print	0	0	0	17
18				18							18
19				19							19
20				20							20
21				21							21
22				22							22
23				23							23
24				24							24
25				25							25
26				26							26
27				27							27
28				28							28
29				29	Ending balance (prior years)						29
30				30	**UNAPPROPRIATED ENDING FUND BALANCE**						30
31	**0.00**	**1,028.00**	**1,028.00**	31	**TOTAL REQUIREMENTS**			**0.00**	**0.00**	**0.00**	31

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150-504-010 (Rev. 10-16)

**List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.

FORM
LB-10

SPECIAL FUND
RESOURCES AND REQUIREMENTS
American Rescue Plan

City of Mitchell, Oregon

	Historical Data				Public Safety			Budget for Next Year 2024 - 25			
	Actual										
	Second Preceding Year 2021 - 22	First Preceding Year 2022 - 23	Adopted Budget Year 2023 - 24					Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1				1	RESOURCES						1
2				2	Cash on hand * (cash basis)						2
3				3	Previously levied taxes estimated to be received						3
4				4	Interest						4
5				5	Transferred IN, from other funds						5
6		16,032		6	CSLFRF (Coronavirus State and Local Fiscal Recovery Funds)						6
7				7							7
8				8							8
9				9							9
10	0.00	16,032.00	0.00	10	Total Resources, except taxes to be levied			0.00	0.00	0.00	10
11				11	Taxes estimated to be received						11
12				12	Taxes collected in year levied						12
13	**0.00**	**16,032.00**	**0.00**	13	**TOTAL RESOURCES**			**0.00**	**0.00**	**0.00**	13
14				14	REQUIREMENTS **						14
15				15	Org Unit or Prog & Activity	Object Classification	Detail				15
16		2,316		16	Water	Personnel	Meter Reading, Maintenance, Billing				16
17		2,316		17	GF	Personnel	Maintenance and Administrative				17
18		11,400		18	TRX	Water Fund	Infrastructure				18
19				19							19
20				20							20
21				21							21
22				22							22
23				23							23
24				24							24
25				25							25
26				26							26
27				27							27
28				28							28
29				29	Ending balance (prior years)						29
30				30	**UNAPPROPRIATED ENDING FUND BALANCE**						30
31	**0.00**	**16,032.00**	**0.00**	31	**TOTAL REQUIREMENTS**			**0.00**	**0.00**	**0.00**	31

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150-504-010 (Rev. 10-16)

**List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.