



# City of Mosier 2022-2023 Budget June 2022



**CITY OF MOSIER**  
small enough to make a difference

**Mosier City Budget Process Participants**

**Mayor and City Council**

Arlene Burns, Mayor

Witt Anderson, Council President

Peny Wallace, Council Member

Charlie Cannon, Council Member

Acasia Berry, Council Member

Greg Valitchka, Council Member

Ron Wright, Council Member

**Budget Committee Members**

Robb Severdia

Andrea Rogers

Marc Berry

Susan Froelich

**City Staff**

Jayne Bennett, City Manager/Budget Officer

## Mosier Facts

### City Statistics

Incorporated	1914
Area	410 Acres
Population (as of July 1, 2019)	470
Males	44.1%
Females	55.9%
<u>Race:</u>	
White	65.5 %
Hispanic or Latino	34.5%
Median Age	45.4
Residents Graduated from high school or higher	91.2%
Residents with Bachelor's degree or higher	22.3%
Average household size	2.2 persons
Median household income	\$54,375

### Climate

Annual Rainfall	30 inches
Annual Snowfall	32 inches
Precipitation Days	126
Sunny Days	176
Average High (July)	81 F
Average Low (January)	28 F
Elevation (average)	205 feet

### Educational Institutions

#### North Wasco County School District

Mosier Community School K-8

#### High School

The Dalles High School

#### Colleges

Columbia Gorge Community College



## The Budget Message

*The budget message gives the public and the budget committee information that will help them understand the proposed budget. It is required by statute to contain a brief description of the financial policies reflected in a proposed budget and, in connection with the financial policies, explain the important features of the budget. The budget message must also explain proposed changes from the prior year's budget and any major changes in financial policies.*

Last year during the pandemic and ensuing social and economic crisis, the City reevaluated revenue expectations and expenditures and made several smart financial decisions. For example, the City hired FCS Group to evaluate the financial performance of the General Fund to determine if expenses are sustainable and, if not, propose solutions. FCS Group provided recommendations for sewer and water rate increases and update of the SDCs (including a new transportation SDC). All of these recommendations were adopted by resolution and are now in effect. The City also initiated programs that will result in new sources of revenue such as the transient lodging tax and the transportation utility fee. These revenue sources will be implemented in 2022.

The American Rescue Plan funds are allocated to the City's general fund and will be allocated consistent with federal guidelines. We anticipate using the funds to resume projects that were put on hold due to lack of funding and allocate to projects and programs that maintain and improve City services. The city formed a partnership with Mid-Columbia Community Action Council to facilitate utility assistance and stabilize families facing foreclosure/eviction. These allocations were disbursed through a third party (MCCAC) to directly fund equity centered programs to end and poverty and homelessness.

Property tax revenue, the City's largest General Fund source, is expected to continually steadily increase year-over-year. The city continues to see growth in new single-family development and unique commercial projects.

The FY 2022-23 budget is balanced, as required by law, and is structurally balanced in accordance with the City's financial policies.

Despite the dramatically different pandemic era operations, the City's approach to financial management has not fundamentally changed. Approved financial policies guided the preparation of the budget and the City will continue to make improvements to our internal control policy, expenditure approval policy and financial reporting.



Examples include: prioritizing our accounting practices, reporting, and auditing, auditing our general fund short, middle and long-term forecast, completing thorough analysis of all enterprise funds through third-party studies, streamlining the planning and permitting process to avoid excessive administrative burden (examples including engineer signing final approval of site development permits, adoption of a single permit fee rather than cost recovery, continuing to utilize electronic services for daily operations, and Inter-Governmental Agreements for administrative and project support, efficiency and financial and subject matter expertise.

## Essential Services & Resiliency Efforts

The city spends most of its time on day-to-day service delivery in support of the community. These services include:

- Maintenance and operations of community infrastructure including water, sewer, stormwater, streets, and parks.
- Increased safety and security measures at our parks and public spaces, including initiating a neighborhood watch program plan, and having a .25 FTE patrol from Wasco County Sheriff's Department
- Regulation of development including land use permitting, construction inspection and engineering review of construction documents.
- Development of near-term and long-range planning such as the natural hazard mitigation plan and food pantry assistance.
- Internal infrastructure (financial management, engineering, legal, planning, payroll, human resources, and administration) to support the service delivery system.

The FY 2022-23 budget funds these day-to-day operations. Despite a steady increase in population, the city has added relatively few positions (none at present) and is currently operating with a staff deficit (compared to previous years). The City has continuously improved operations, for example; improved water and sewer system operations and management, ongoing website development for community outreach and inclusion, working more closely with Main Street Mosier, the Mosier Fire Department and Mosier Community School. The City has an ambitious capital improvement program which is utilizing all available staffing resources. For this reason, no new operational or capital initiatives are possible for FY 22/23.

The budget includes contract services in utility billing, utility operations, engineering, planning, legal and fundraising, to supplement City staff and support project execution/implementation. A further review of additional long-term FTE and staff performance will be delivered to Mosier City Council, and Human Resource committee Q1 of FYE 2023 (July-Sept).



**JUF UPDATE HERE (AFTER MTG the 8<sup>TH</sup>, BEFORE COUNCIL/BUDGET HEARING ON 15<sup>TH</sup>)**

## **Council Work Plan**

The City Council Work Plan represents the highest priority projects for the City and, over time, implements the City Council's collective vision for the community. Calendar year 2022-23 will encompass more community outreach and coordination to ensure the plan is well documented, articulated and updated. We will continue to focus our resources on critical infrastructure, serving our vulnerable community, and expanding our assets to serve the regional growth and tourist-based economy in a safe and effective manner.

## **Equitable and Inclusive Community**

The FY 2022-23 budget funds exploration and research to conduct an equity assessment and create a racial and social equity plan. The project will help the city to understand the community's broad vision of social and racial equity and how the city can best support and partner with the community to achieve that vision. The city will present this plan end of Q2 FYE 2023 for implementation into the Budget planning process work session to commence January 2023 calendar year. This plan will be based on League of Oregon Cities extensive research, the Columbia Gorge Economic Development Strategy, State of Oregon Legislative priorities, and local needs.

## **Equitable and Diverse Housing Inventory**

**STR and partnership with zone overlay of attainable housing on surplus property commencing with development strategy, and streamlining permitting process, reduction of SDC potentially, eliminating the ADU fees for long term rentals.**

Transient Lodging Tax – The City of Mosier first adopted a transient room tax in 2018. The rate is set at 8%. The General Fund will receive 75% of transient room tax revenues with the other 25% held in the Special Revenue Fund dedicated to tourism promotion. Room taxes will increase rapidly as Mosier has grown in as a recreational destination locally and regionally connecting to larger hubs. Transient Room Tax collection will commence immediately, followed by the implementation of the Short-Term Rental Policy, scheduled to be adopted in Q1 of FYE 2023.

In 2022-23 we will look to implement a low-income discount program administered through the Mid-Columbia Community Action Council. Utility revenues will support increased marketing and outreach to inform qualifying households of this available





discount. This will mirror City of Hood River's policy and make the partnership with Hood River, through our existing IGA more equitable, streamlined and reduce administrative burden for both entities.

## **Efficient and Safe Transportation System**

The FY 2022-23 budget includes funding for several projects that invest in the City's transportation system, including continued partnership with ODOT to develop pedestrian and bike access along the Historic Columbia River Highway connection through the City of Mosier. The city will continue to pursue Small City Allotment grant funding to build out the connectivity of our sidewalks and complete the infrastructure projects on our TSP. The city will complete the HUB bike and pedestrian space this year, inclusive of a restroom facility for our guests and trail users, comprehensive way-finding, electric bike charging stations, repair stations and bike/pedestrian lane improvements.

The city will continue exploration and prioritization of safe alternate routes of transportation by investing more time in research and development of early planning for a pedestrian access over the HWY 30 one-way bridge. This issue was brought to council and since has continued to gain support and show as more of a priority for the Historic Highway Committee, ODOT, Mosier community, tourism growth demands, as well as motor vehicle users.

## **Well Maintained Community**

The FY 2022-23 budget anticipâtes completion of the USDA water project. The new well project will be awarded for drilling and development in the summer of 2022. The City completed phase 1 of the water project – the new Eastside Booster Pump Station. This past year, the city completed a rate study for our water and sewer system, as well as SDC studies for enterprise funds, stormwater, transportation and parks. The budget continues funding to implement operational and maintenance systems to prioritize and maximize the investment in our assets. Our rate schedule will resume gradual inflationary adjustments to maintain our most critical infrastructure. The city will implement a Transportation Utility Fee (TUF) to assist in routine maintenance of our roads and expand our snowplow and gravel removal routes to serve our new streets, sidewalk, and neighborhood needs.

The FY 2022-23 budget funds, through a \$2.5 million dollar grant, engineering design work for Wastewater Treatment Plant improvements. This project will result in advanced treatment of the City's wastewater through new innovative technology.



## Environmentally Sustainable

The City is continuing to implement environmentally sustainable projects that show how our environmental ethic isn't just words – it's on the ground action in the form of unique projects such as:

- The Net-Zero design of the Mosier Center
- Construction of an EV charging station and a E-bike charging station
- The Natural Hazards Mitigation plan
- Low impact development standards
- Voluntary treatment to remove wastewater nutrients and reduce our impact on the Columbia River
- Construction of Bike HUB to encourage and facilitate bicycling



RESOURCES  
General Fund

CITY OF MOSIER

(Name of Municipal Corporation)

	Historical Data			RESOURCE DESCRIPTION	Budget for Next Year 2022-23		
	Actual		Adopted Budget This Year Year 2021-22		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
	First Preceding Year 2020-21	First Preceding Year 2020-21					
1	750,050	250,492	177,586	1 Available cash on hand* (cash basis) or	248,000		1
2				2 Net working capital (accrual basis)			2
3				3 Previously levied taxes estimated to be received			3
4	10,000	8,000		4 Interest	500		4
5				5 Transferred IN, from other funds			5
6				6 <b>OTHER RESOURCES</b>			6
7	570	480	450	7 CIGARETTE Tax	450		7
8	7,300	7,300	7,500	8 OLCC Tax	7,500		8
9	5,435	3,900	4,000	9 STATE REVENUE SHARING	4,000		9
10	5,000		103,000	10 ARRA COVID-19 STATE MUNICIPAL GRANT	50,000		10
11	1,000	1,000	1,000	11 DEPT LAND CONS & DEV			11
12	35,000	35,000	36,000	12 FRANCHISE FEES (collection of additional FF)	42,000		12
13	1,300	1,000	1,300	13 MARIJUANA REVENUE	1,300		13
14	20	20	20	14 LIQUOR LICENSE	20		14
15	12,000	15,000	60,000	15 LAND USE FEES and COST RECOVERY	42,000		15
16				16 PHOTOCOPIES			16
17	2,000	2,000	1,000	17 MISC REVENUES (formally) NOW: SHORT TERM RENTAL TAX	78,000		17
18			40,200	18 FEMA HAZARD MITIGATION GRANT	40,200		18
19	4,000	4,000	6,000	19 ROCK CREEK PARKING	6,000		19
20	12,000	13,000	5,980	20 CONNECTION FEES - PARK SDC	5,980		20
21	1,800	1,200	1,200	21 CEMETERY PLOTS	400		21
22	500	400	400	22 CEMETERY INTERMENTS	200		22
23	66,340	79,511	375,000	23 OPRD PLAZA AND HUB GRANT (half total)	300,000		23
24	(49,000)		15,000	24 WASCO COUNTY OPRD GRANT MATCH	15,000		24
25			200,000	25 UPRR SITE RESTORATION FUNDS (RCP)			25
26			6,000	26 CEMETERY ENDOWMENT FUNDS			26
27	(500,000)			27			27
28				28			28
29	365,315	422,303	1,041,636	29 Total resources, except taxes to be levied	841,550		29
30	65,000	69,900	81,000	30 Taxes estimated to be received	92,000		30
31				31 Taxes collected in year levied			31
32	430,315	492,203	1,122,636	32 TOTAL RESOURCES	933,550	-	32

\*This line item was called misc rev, I am using it for TLT

\* ordinance requires we purchase them back from families that change their mind (3 this year)

\*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**  
**General Fund**

City of Mosier

	Historical Data			REQUIREMENTS FOR: <u>Administration</u>	Budget for Next Year 2022-23				
	Actual		Adopted Budget This Year Year 2021-22		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	Second Preceding Year 2019-20	First Preceding Year 2020-21							
1				1	PERSONNEL SERVICES				1
2	5,791	11,906	34,052	2	City Recorder				2
3	1,911	2,085	1,668	3	Maintenance				3
4	7,020	7,042	11,695	4	Employee Benefits				4
5	11,359	23,355	32,385	5	City Manager				5
6				6					6
7				7					7
8	<b>26,081</b>	<b>44,388</b>	<b>79,800</b>	8	<b>TOTAL PERSONNEL SERVICES</b>	<b>66,100</b>	-	-	8
9				9					9
10				10	MATERIALS AND SERVICES				10
11	300	300	300	11	Electricity				11
12	850	850	850	12	Beautification/Art/Lighting/Signs	1,000			12
13	2,150	2,200	2,200	13	Telephone/Internet	2,200			13
14	6,000	19,375	15,000	14	Legal Fees	25,000			14
15	6,000	6,000	6,000	15	Public Right of Way/Trees/Annual maint	6,500			15
16	15,000	20,000	35,000	16	Engineering (General Services)	25,000			16
17	35,010	32,000	50,000	17	Land Use Planning	20,000			17
18	6,000	12,000	20,000	18	Audit and Bookkeeping Services	25,000			18
19	2,000	4,000	5,000	19	Repairs & Maintenance	25,000			19
20	1,200	1,300	1,400	20	Insurance	1,500			20
21	3,500	3,500	2,500	21	Mayor / Council Expenses	2,000			21
22	2,000	2,000	4,000	22	Dues, Subscriptions, Email Server Upgrade	4,000			22
23	6,000	6,000	6,000	23	Office Supplies	4,000			23
24	1,200	1,200	1,000	24	Education, Travel	1,000			24
25	600	600	600	25	Advertising	500			25
26	600	1,000	1,000	26	Community Appropriations Grant 1.5% of GF	3,239			26
27			2,500	27	Development Related COST RECOVERY	15,000			27
28	1,000	1,000	2,000	28	Development Related Permit Administration	7,500			28
					Inflationary Adjustment .07%	11,791			
29	<b>89,410</b>	<b>113,325</b>	<b>155,350</b>	29	<b>TOTAL MATERIALS AND SERVICES</b>	<b>180,230</b>	-	-	29
30				30	CAPITAL OUTLAY				30
30	653	-		31					31
32				32	FEMA HAZARD MITIGATION PLAN	30,200			32
33				33					33
34				34					34
35				35					35
36				36					36
37	<b>653</b>		-	37	<b>TOTAL SPECIAL PROJECT FUNDS</b>	<b>30,200</b>	-	-	37
38	<b>116,144</b>	<b>157,713</b>	<b>235,150</b>	38	<b>ORGANIZATIONAL UNIT / ACTIVITY TOTAL</b>	<b>276,530</b>	-	-	38

**FORM  
LB-30**

**REQUIREMENTS SUMMARY**  
**ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY**  
**General Fund**

**City of Mosier**

	Historical Data			REQUIREMENTS FOR: <u>Parks Administration</u>	Budget for Next Year 2022-23			
	Actual		Adopted Budget This Year Year 2020-21		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	First Preceding Year 2018-19	First Preceding Year 2019-20						
1				1 PERSONNEL SERVICES				1
2	5,953	2,977	3,096	2 City Recorder				2
3	13,898	4,170	3,336	3 Maintenance				3
4				4 Placeholder Salary				4
5	2,113	1,408	1,671	4 Employee Benefits				5
6	7,785	11,677	4,048	5 City Manager				6
7				5				7
8	<b>29,749</b>	<b>20,232</b>	<b>12,151</b>	8 <b>TOTAL PERSONNEL SERVICES</b>	<b>8,748</b>	-		8
9				9				9
10				10 MATERIALS AND SERVICES				10
11	1,000	1,000	500	11 Beautification/Art/Lighting/Signs	-			11
12	650	650	650	12 Gas/Oil	1,500			12
13	5,000	5,000	3,000	13 Contracted Services	3,500			13
14	500	500	300	14 Audit	1,000			14
15	2,500	2,500	1,500	15 Maintenance & Supplies	1,500			15
16	500	500	500	16 Insurance	1,200			16
17	6,000	6,000	6,000	17 Chemical Toilets	6,500			17
18	500	500	500	18 Miscellaneous	-			18
19				19				19
20				20				20
21				21				21
22				22				22
23								
24								
25								
26								
27								
28								
29	<b>16,650</b>	<b>16,650</b>	<b>12,950</b>	23 Inflationary adjustment .07%	1,064			23
30				25 <b>TOTAL MATERIALS AND SERVICES</b>	<b>16,264</b>			25
31				26 CAPITAL OUTLAY				26
32	-	2,500		27 Mosier School and City Sign				27
33		51,340	89,000	28 Mosier Center Plaza and Hub Design Services				28
34			200,000	29 Rock Ck Park Site Restoration	200,000			29
35				30				30
36				31				31
37				32				32
38	-	<b>53,840</b>	<b>289,000</b>	33 <b>TOTAL CAPITAL OUTLAY</b>	<b>200,000</b>		-	33
39	<b>46,399</b>	<b>90,722</b>	<b>314,101</b>	34 <b>ORGANIZATIONAL UNIT / ACTIVITY TOTAL</b>	<b>225,012</b>		-	34

**REQUIREMENTS SUMMARY**

**FORM  
LB-30**

**ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY  
General Fund**

**City of Mosier**

	Historical Data			REQUIREMENTS FOR: <u>Parks SDC</u>	Budget for Next Year 2022-23				
	Actual		Adopted Budget This Year Year 2020-21		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	Second Preceding Year 2018-19	First Preceding Year 2019-20							
1				1	PERSONNEL SERVICES				1
2				2					2
3				3					3
4				4					4
5				5					5
6				6					6
7				7					7
8	-	-	-	8	<b>TOTAL PERSONNEL SERVICES</b>	-	-	-	8
9	-	-	-	9	<b>Total Full-Time Equivalent (FTE)</b>	-			9
10				10	MATERIALS AND SERVICES				10
11		-	-	11	Legal Fees	-	-		11
12	450	450	450	12	Permit Fee	450			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									
27									
28									
				26			-		26
29	450	450	450	27	<b>TOTAL MATERIALS AND SERVICES</b>	450		-	27
30				28	CAPITAL OUTLAY				28
29	51,340			29	Original Grant from ORPD				29
30	28,171	13,171	48,000	30	City SDC Match for OPRD Mosier Hub Grant - Design Services	48,000			30
31		15,000		31					31
32		11,600	5,000	32	Parks SDC Study				32
33				33					33
34				34					34
35	79,511	39,771	53,000	35	<b>TOTAL CAPITAL OUTLAY</b>	48,000	-	-	35
36	79,961	40,221	53,450	36	<b>ORGANIZATIONAL UNIT / ACTIVITY TOTAL</b>	48,450	-	-	36

**REQUIREMENTS SUMMARY**

**FORM  
LB-30**

**ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY  
General Fund**

City of Mosier

	Historical Data			REQUIREMENTS FOR: <u>Municipal Court Administration</u>	Budget for Next Year 2022-23				
	Actual		Adopted Budget This Year Year 2021-22		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	Second Preceding Year 2019-20	First Preceding Year 2020-21							
1				1	PERSONNEL SERVICES			1	
2				2				2	
3				3				3	
4				4				4	
5				5				5	
6				6				6	
7				7				7	
8	-	-	-	8	<b>TOTAL PERSONNEL SERVICES</b>			-	8
9	-	-	-	9	<b>Total Full-Time Equivalent (FTE)</b>			-	9
10				10	MATERIALS AND SERVICES			10	
11	5,000	3,000	2,000	11	Office Supplies	2,000	2,000		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									
27									
28									
				26				26	
29	5,000	3,000	2,000	27	<b>TOTAL MATERIALS AND SERVICES</b>			2,000	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	-	-	-	35	<b>TOTAL CAPITAL OUTLAY</b>			-	35
36	5,000	3,000	2,000	36	<b>ORGANIZATIONAL UNIT / ACTIVITY TOTAL</b>			2,000	36

**REQUIREMENTS SUMMARY**

**FORM  
LB-30**

**ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY  
General Fund**

City of Mosier

	Historical Data			REQUIREMENTS FOR: <u>Cemetery Administration</u>	Budget for Next Year 2022-23				
	Actual		Adopted Budget This Year Year 2020-21		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	First Preceding Year 2018-19	First Preceding Year 2019-20							
1				1	PERSONNEL SERVICES			1	
2	5,953	2,977	9,287	2	City Recorder			2	
3	11,119	4,170	3,336	3	Maintenance			3	
4	2,113	1,408	1,671	4	Employee Benefits			4	
5	7,785	7,785	4,048	5	City Manager			5	
6				6				6	
7				7				7	
8	<b>26,970</b>	<b>16,340</b>	<b>18,342</b>	8	<b>TOTAL PERSONNEL SERVICES</b>	<b>1,500</b>	-	-	8
9				9				9	
10				10	MATERIALS AND SERVICES			10	
11	1,000	1,000	1,000	11	Contracted Services	1,500			11
12				12				12	
13	500	1,000		13	Audit	500			13
14	1,125	1,125	1,125	14	Maintenance & Supplies	1,000			14
15	150	150	150	15	Licenses and Permits	150			15
16	50	50	50	16	Office Supplies				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	<b>2,825</b>	<b>3,325</b>	<b>2,325</b>	27	<b>TOTAL MATERIALS AND SERVICES</b>	<b>3,150</b>	-	-	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	-	-	-	35	<b>TOTAL CAPITAL OUTLAY</b>	-	-	-	35
36	<b>29,795</b>	<b>19,665</b>	<b>2,325</b>	36	<b>ORGANIZATIONAL UNIT / ACTIVITY TOTAL</b>	<b>4,650</b>	-	-	36

**REQUIREMENTS SUMMARY**

NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM

**FORM  
LB-30**

**General**

**City of Mosier**

(name of fund)

	Historical Data			REQUIREMENTS Summary	Budget for Next Year				
	Actual		Adopted Budget This Year Year 2020-21		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	Second Preceding Year 2018-19	First Preceding Year 2019-20							
1				1	PERSONNEL SERVICES				1
2				2					2
3				3					3
4	-	-	-	4	<b>TOTAL PERSONNEL SERVICES</b>	<b>76,348</b>	-	-	4
5	-	-	-	5	<b>Total Full-Time Equivalent (FTE)</b>	-			5
6				6	MATERIALS AND SERVICES				6
7				7					7
8				8					8
9	-	-	-	9	<b>TOTAL MATERIALS AND SERVICES</b>	<b>202,094</b>	-	-	9
10				10	CAPITAL OUTLAY				10
11			286,000	11	OPRD Mosier Plaza and Hub Grant Remaining Funds for the Year	300,000			11
12			6,000	12	PARKS SDC	48,000			12
					Wasco Co HUB MATCH	15,000			
13	-	-	<b>292,000</b>	13	<b>TOTAL CAPITAL OUTLAY</b>	<b>363,000</b>	-	-	13
14				14	CAPITAL OUTLAY				14
15				15	UPRR PARK RESTORATION AND STR REVENUE	200,000			15
16				16	FEMA HAZARD MITIGATION PLAN	30,200.00			16
17	-	-	-	17	<b>TOTAL DEBT SERVICE</b>	<b>230,200</b>	-	-	17
18				18	SPECIAL PAYMENTS				18
19				19					19
20				20					20
21	-	-	-	21	<b>TOTAL SPECIAL PAYMENTS</b>	-	-	-	21
22				22	INTERFUND TRANSFERS				22
23				23					23
24		549,000	549,000	24	Transfer from General Fund to JUF Fund				24
25	-	<b>549,000</b>	<b>549,000</b>	25	<b>TOTAL INTERFUND TRANSFERS</b>		-	-	25
26	20,000	20,000	20,000	26	<b>OPERATING CONTINGENCY</b>				26
27	20,000	569,000	861,000	27	<b>Total Requirements</b>	871,642	-	-	27
28	198,944	351,061	593,797	28	Total Reqs. for ALL Org.Units/Programs within General Fund	<b>669,548</b>		-	28
29				29	<b>RESERVED FOR FUTURE EXPENDITURES:</b>				29
30		500,000	-	30	Natural Hazard Grant Balance	10,000			30
31		12,000	12,000	31	Ending Reserve Balance - Parks SDC		-		31
32	124,128	103,905	113,938	32	Reserved for Future Expenditures - RESTRICTED TOURISM	19,500			32
33	<b>124,128</b>	<b>615,905</b>	<b>137,938</b>	33	<b>TOTAL RESERVED FOR FUTURE EXPENDITURES</b>	<b>29,500</b>		-	33
34				34	Ending balance (prior years) - Unrestricted				34
35				35	Ending balance (prior years) - Parks SDC				35
36			32,150	36	<b>UNAPPROPRIATED ENDING FUND BALANCE (Reserved for First Quarter Operations)</b>	<b>32,408</b>			36
37	<b>343,072</b>	<b>1,535,966</b>	<b>1,624,885</b>	37	<b>TOTAL REQUIREMENTS</b>	<b>933,550</b>		-	37



**RESOURCES**

**Sewer**

(Fund)

**CITY OF MOSIER**

(Name of Municipal Corporation)

Historical Data				RESOURCE DESCRIPTION	Budget for Next Year 2022-23			
Actual		Adopted Budget This Year Year 2021-22	Proposed By Budget Officer		Approved By Budget Committee	Adopted By Governing Body		
Second Preceding Year 2020-2019	First Preceding Year 2020-2021							
1	432,106	395,000	352,000	1 Available cash on hand* (cash basis) or	191,000	-	-	1
2				2 Net working capital (accrual basis)				2
3				3 Previously levied taxes estimated to be received				3
4	15,000	10,000	8,000	4 Interest				4
5				5 Transferred IN, from other funds				5
6				6 <b>OTHER RESOURCES</b>				6
7	234,000	235,000	245,000	7 Sewer Service Revenues	244,500			7
8	3,000	3,000		8 Misc. Income				8
9	10,000	28,000	17,416	9 Connection/SDC Fees	16,416			9
10	-	-		10 Mosier Creek Bridge Grant				10
11				11				11
12				12 WWTP Improvement Grant Revenue Design Phase)	280,000			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	694,106	671,000	622,416	29 Total resources, except taxes to be levied	731,916	-	-	29
30			-	30 Taxes estimated to be received	-	-	-	30
31	-	-		31 Taxes collected in year levied				31
<b>32</b>	<b>694,106</b>	<b>671,000</b>	<b>622,416</b>	<b>32 TOTAL RESOURCES</b>	<b>731,916</b>	<b>-</b>	<b>-</b>	<b>32</b>

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

**REQUIREMENTS SUMMARY**

**ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY**

**FORM  
LB-30**

**Sewer**

**City of Mosier**

(name of fund)

	Historical Data			REQUIREMENTS FOR: <u>Administration</u>	Budget For Next Year 2022-23			
	Actual		Adopted Budget This Year Year 2021-22		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2019-20	First Preceding Year 2020-21						
1				1	PERSONNEL SERVICES			1
2				2				2
3				3	Water Operator / Maintenance			3
4				4	City Recorder/Finance			4
5				5	Employee Benefits	1,000		5
6				6	City Manager	1,200		6
7				7	placeholder	1,500		7
8	57,466	32,840	25,263	8	<b>TOTAL PERSONNEL SERVICES</b>	<b>3,700</b>		8
9				9	<b>Total Full-Time Equivalent (FTE)</b>			9
10				10	MATERIALS AND SERVICES			10
11	10,000	11,000	10,000	11	Utilities	11,195		11
12	285	300	300	12	Telephone	325		12
13	2,000	3,000	12,000	13	Contracted Services	3,053		13
14	5,000	5,000	5,000	14	Engineering Services	7,500		14
15	60,000	80,000	64,228	15	JACOBS Contract	91,000		15
16	1,000	3,000	8,000	16	Audit	3,000		16
17	5,000	5,000	5,000	17	Maintenance & Supplies	5,000		17
18	2,860	3,000	3,000	18	Insurance	3,000		18
19	1,000	1,500	1,500	19	Office Supplies	1,500		19
20	1,000	2,500	2,500	20	Legal	2,500		20
21	2,200	2,200	2,500	21	Licenses & Permits	2,200		21
22	100	300		22	Miscellaneous Operating			22
23				23		-		23
24			8,820	24	Hood River Billing	9,047		24
25				25	Inflationary Adjustment	9,752		25
26				26				26
27	90,445	116,800	122,848	27	<b>TOTAL MATERIALS AND SERVICES</b>	<b>149,072</b>		27
28				28	CAPITAL OUTLAY			28
29		-		29	Mosier Creek Bridge Loan Match			29
30				30				30
31				31				31
32				32				32
33				33				33
34				34				34
35	-	-	-	35	<b>TOTAL CAPITAL OUTLAY</b>	-	-	35
36	147,911	149,640	148,111	36	<b>ORGANIZATIONAL UNIT / ACTIVITY TOTAL</b>	<b>152,772</b>	-	36

**REQUIREMENTS SUMMARY**

ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

**FORM  
LB-30**

**Sewer**

**City of Mosier**

(name of fund)

	Historical Data			REQUIREMENTS FOR:	Budget For Next Year 2022-23			
	Actual		Adopted Budget This Year Year 2021-22		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2019-20	First Preceding Year 2020-21						
1				1 PERSONNEL SERVICES				1
2				2				2
3				3				3
4				4				4
5				5				5
6				6				6
7				7				7
8	-	-	-	8 <b>TOTAL PERSONNEL SERVICES</b>	-	-	-	8
9	-	-	-	9 <b>Total Full-Time Equivalent (FTE)</b>	-			9
10				10 MATERIALS AND SERVICES				10
11				11				11
12				12 WWTP Improvement Grant Revenue Design Phase)	280,000			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 <b>TOTAL MATERIALS AND SERVICES</b>	<b>280,000</b>	-	-	27
28				28 CAPITAL OUTLAY				28
29	-		-	29 Misc Capital Outlay	-			29
30	-	-	-	30 Outfall Inspection and Repair				30
31	-	-	-	31 Hwy 30 Sewer Service Repair				31
32	-	-	-	32 Video Inspection/Cleaning - Downtown Area				32
33				33				33
34				34				34
35	-	-	-	35 <b>TOTAL CAPITAL OUTLAY</b>	-	-	-	35
36	-	-	-	36 <b>ORGANIZATIONAL UNIT / ACTIVITY TOTAL</b>	<b>280,000</b>	-	-	36

FORM  
LB-30

**REQUIREMENTS SUMMARY**  
NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM

Sewer

City of Mosier

Administration

	Historical Data			REQUIREMENTS DESCRIPTION	Budget For Next Year 2022-23			
	Actual		Adopted Budget This Year Year 2021-22		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2019-20	First Preceding Year 2020-21						
1				1 PERSONNEL SERVICES NOT ALLOCATED				1
2				2				2
3				3				3
4	-	-	-	4 <b>TOTAL PERSONNEL SERVICES</b>	<b>3,700</b>	-	-	4
5				5 <b>Total Full-Time Equivalent (FTE)</b>				5
6				6 MATERIALS AND SERVICES				6
7				7				7
8				8				8
9	-	-	-	9 <b>TOTAL MATERIALS AND SERVICES</b>	<b>149,072</b>	-	-	9
10				10 CAPITAL OUTLAY				10
11				11				11
12				12				12
13	-	-	-	13 <b>TOTAL CAPITAL OUTLAY</b>	<b>280,000</b>	-	-	13
14				14 DEBT SERVICE				14
15				15 Principal and Interest Payments - Sewer Loans (SDC)	132,820			15
16	-	-		16 Mosier Creek Bridge Debt Service - (SDC)	7,003			16
17	-	-	-	17 <b>TOTAL DEBT SERVICE</b>	<b>139,823</b>	-	-	17
18				18 SPECIAL PAYMENTS				18
19				19				19
20				20				20
21	-	-	-	21 <b>TOTAL SPECIAL PAYMENTS</b>	-	-	-	21
22				22 RESERVES				22
23		-		23 Debt Reserve	55,775			23
24				24 Emergency Reserve	50,000			24
25				25				25
26				26 Short Lived Asset Reserve	20,000			26
27				27				27
28	-	-	-	28 <b>TOTAL RESERVES</b>	<b>125,775</b>	-	-	28
29				29 <b>OPERATING CONTINGENCY</b>	16,000			29
30	-	-	-	30 <b>Total Requirements NOT ALLOCATED</b>	-	-	-	30
31	147,911	149,640		31 <b>Total Requirements for ALL Org.Units/Programs within fund</b>		-	-	31
32				32 RESERVED FOR FUTURE EXPENDITURES:				32
33				33 Reserved for future expenditure - Unspecified	-			33
34				34				34
35			-	35 <b>TOTAL RESERVED FOR FUTURE EXPENDITURES</b>	-	-	-	35
36				36 Ending balance (prior years)				36
37				37 Ending Balance (prior years) - Water SDC's				37
38				38 Ending Balance (prior years) - Capital Improvement Reserve				38
39				39 Ending Balance (prior years) - Debt Service				39

# CITY OF MOSIER

small enough to make a difference

## **WATER ENTERPRISE FUND**

Enterprise Fund – records the resources and expenditures of acquiring, operating and maintaining a self-supporting facility or service—such as a city water or wastewater

### **PURPOSE**

The city is responsible for providing adequate, safe, and reliable water to its residents. The Water Enterprise fund ensures that the city can continue to meet its water system obligations, which includes supply, distribution, treatment, and storage systems. This fund includes grant and loan dollars, water service revenue, SDC charges, and other miscellaneous revenue sources.

### **FY21/22 ACCOMPLISHMENTS**

The City completed phase I of the USDA water project, also known as the east side booster pump station, as well as the design of Well #5.

The City worked with Mid-Columbia Community Action Council to provide financial resources for rate payers in need of assistance during the ongoing COVID-19 Pandemic.

The City completed a rate and SDC study resulting in progressive rate increases and a reduced SDC.

### **GOALS FOR FY22/23 BUDGET YEAR**

Complete construction of the City's new emergency back up well, provide a fill station, and replenish the City's reserves through the sale of the old tank lot. To implement a program for continued support of rate payers that require assistance.

RESOURCES  
Water Fund

CITY OF MOSIER

	Historical Data			RESOURCE DESCRIPTION	Budget for Next Year 2022-23			
	Actual		Adopted Budget This Year Year 2021-22		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2019-2020	First Preceding Year 2020-2021						
1	355,569	283,384	312,526	1 Available cash on hand* (cash basis) or	75,000	X	-	1
2				2 Net working capital (accrual basis)				2
3				3 Previously levied taxes estimated to be received				3
4	10,000	10,000	7,000	4 Interest	1,125			4
5				5 Transferred IN, from other funds				5
6				6 <b>OTHER RESOURCES</b>				6
7				7				7
8	172,000	165,000	181,000	8 WATER SERVICE REVENUES	182,700			8
9	1,400,000	1,400,000	1,400,000	9 FEDERAL GRANTS	659,000	X		9
10	1,020	400	-	10 MISC REVENUES	250,000	X		10
11	10,000	10,000	-	11 STATE GRANTS				11
12	13,500	18,000	17,996	12 CONNECTION/SDC FEES	15,464	X		12
13				13 USDA LOAN	241,000	X		13
14	1,200	1,200		14 INVESTMENT INCOME (this will fall off in 2 cycles)				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	1,963,289	1,887,984	1,918,522	29 Total resources, except taxes to be levied	1,424,289	-	-	29
30			-	30 Taxes estimated to be received	-			30
31	-	-		31 Taxes collected in year levied				31
32	1,963,289	1,887,984	1,918,522	32 TOTAL RESOURCES	1,424,289	-	-	32

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

**REQUIREMENTS SUMMARY**

ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

**FORM  
LB-30**

Water Fund

City of Mosier

	Historical Data			REQUIREMENTS FOR: <u>Administration</u>	Budget for Next Year 2022-23			
	Actual		Adopted Budget This Year Year 2021-22		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2019-2020	First Preceding Year 2020-2021						
1				1 PERSONNEL SERVICES				1
2	8,930	14,883	3,095	2 City Recorder / Finance				2
3	5,559	2,085	1,668	3 Water Operator				3
4				4 Placeholder Salary	6,000			4
5	10,566	7,042	8,354	5 Employee Benefits	7,200			5
6	7,785	11,677	12,144	6 City Manager	12,000			6
7				7				7
8	<b>32,840</b>	<b>35,687</b>	<b>25,261</b>	8 <b>TOTAL PERSONNEL SERVICES</b>	<b>25,200</b>	-	-	8
9				9 <b>Total Full-Time Equivalent (FTE)</b>				9
10				10 MATERIALS AND SERVICES				10
11	8,500	8,500	8,500	11 Utilities - Electricity, Water/Sewer, Gas/Oil	8,650			11
12	3,600	3,600	4,000	12 Telephone	3,664			12
13	2,700	2,700	2,000	13 Legal Fees	2,800			13
14	10,000	86,000	65,000	14 Contracted Services	73,000			14
15			8,378	15 Engineering Services	7,500			15
16	10,000	10,000	8,000	16 Audit	2,500			16
17	2,500	2,500	10,000	17 Maintenance and Supplies	8,600			17
18	18,500	8,500	8,500	18 Insurance	4,000			18
19	6,400	3,925	3,925	19 HR Contracted Service	6,760			19
20	1,500	1,500	1,500	20 Fire Patrol	-			20
21	300	300	300	21 Water Samples	-			21
22	1,950	1,950	150	22 Dues and Subscriptions	-			22
23	150	150	150	23 Office Supplies	500			23
24	500	500	500	24 Licenses and Permits	300			24
25	300	300	300	25 Education and Travel	-			25
26	3,500	2,500	2,500	26 Inflationary adjustment	8,279			26
27			<b>123,703</b>	27 <b>TOTAL MATERIALS AND SERVICES</b>	<b>126,553</b>	-	-	27
28				28 CAPITAL OUTLAY				28
29	11,000			29 *Misc. Capital Outlay	7,500			29
30	6,791			30	-			30
31				31	-			31
32				32				32
33				33				33
34				34				34
35	<b>17,791</b>	-	-	35 <b>TOTAL CAPITAL OUTLAY</b>	<b>7,500</b>	-	-	35
36	<b>50,631</b>	<b>35,687</b>	<b>148,964</b>	36 <b>ORGANIZATIONAL UNIT / ACTIVITY TOTAL</b>	<b>159,253</b>	-	-	36



**REQUIREMENTS SUMMARY**

ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

**FORM  
LB-30**

Water Fund

City of Mosier

	Historical Data			REQUIREMENTS FOR: <u>WATER</u>	Budget for Next Year 2022-23				
	Actual		Adopted Budget This Year Year 2021-22		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	Second Preceding Year 2019-2020	First Preceding Year 2020-2021							
1				1	PERSONNEL SERVICES			1	
2				2				2	
3				3				3	
4				4				4	
5				5				5	
6				6				6	
7				7				7	
8	-	-	-	8	<b>TOTAL PERSONNEL SERVICES</b>			-	8
9				9	<b>Total Full-Time Equivalent (FTE)</b>				9
10				10	MATERIALS AND SERVICES				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	<b>TOTAL MATERIALS AND SERVICES</b>			-	27
28				28	CAPITAL OUTLAY				28
29			-	29	Misc. Capital Outlay			29	
30				30	Emergency Reserve	-		30	
31				31	Debt Reserve	-		31	
32				32				32	
33				33				33	
34				34				34	
35	-	-	-	35	<b>TOTAL CAPITAL OUTLAY</b>			-	35
36	-	-	-	36	<b>ORGANIZATIONAL UNIT / ACTIVITY TOTAL</b>			-	36

FORM  
LB-30

**REQUIREMENTS SUMMARY**  
 NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM  
**Water Fund**

City of Mosier

	Historical Data			REQUIREMENTS DESCRIPTION	Budget for Next Year 2022-23			
	Actual		Adopted Budget This Year Year 2021-22		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2019-2020	First Preceding Year 2020-2021						
1				1 PERSONNEL SERVICES NOT ALLOCATED				1
2				2				2
3				3				3
4	-	-	-	4 <b>TOTAL PERSONNEL SERVICES</b>	<b>25,200</b>	-	-	4
5				5 <b>Total Full-Time Equivalent (FTE)</b>				5
6				6 MATERIALS AND SERVICES NOT ALLOCATED				6
7				7				7
8				8				8
9	-	-	-	9 <b>TOTAL MATERIALS AND SERVICES</b>	<b>126,553</b>	-	-	9
10				10 CAPITAL OUTLAY WASTER PROJECT (USDA)				10
11				11 Construction of Phase II Well 5 Water Project	900,000			11
12				12 City Engineering and City Legal [Well 5]	46,000			12
13				13 *Misc. Capital Outlay	7,500			
14	-	-	-	14 <b>TOTAL CAPITAL OUTLAY</b>	<b>953,500</b>	-	-	13
15				15 <b>DEBT SERVICE</b>				14
16				16 Interest and Principal Payment - Water Loan (SDC)	54,854			15
17	-	-	-	17 Interest and Principal Payment - Well 2/3 (SDC)	5,422			16
18	-	-	-	18 Mosier Creek Bridge Debt Service (SDC)	7,300			17
19	-	-	-	19 <b>TOTAL DEBT SERVICE</b>	<b>67,576</b>	-	-	18
20				20 <b>SPECIAL PAYMENTS</b>				19
21				21 Repayment to Water Utility for Parcel on 5th Ave./water proj	-			20
22				22				21
23	-	-	-	23 <b>TOTAL SPECIAL PAYMENTS</b>	-	-	-	22
24				24 <b>RESERVES</b>				23
25		-	-	25 Debt Reserve (Required)	34,000			24
26				26 Emergency Reserve (Required by Policy)	50,000			25
27				27 Operations and Maintenance/Gen Admin Reserve	33,712			26
28				28 Short Lived Asset Reserve	13,500			27
29				29 Capital Reserve Unrestricted	118,788			28
30	-	-	-	30 <b>TOTAL RESERVES</b>	<b>250,000</b>	-	-	29
31				31 <b>OPERATING CONTINGENCY</b>				30
32	-	-	-	32 <b>Total Requirements</b>	<b>1,422,829</b>	-	-	31
33				33 <b>Total Requirements for ALL Org.Units/Progams within fund</b>		-	-	32
34				34 RESERVED FOR FUTURE EXPENDITURES:				33
35			-	35 Ending Reserve Balance - Water SDC's				34
36			-	36 Ending Reserve Balance - Capital Improvement Reserve				35

37			-	37	Ending Reserve Balance - Debt Service (see line 25)	-			36
38				38	Reserved for future expenditure - Unspecified				37
39			-	39	<b>TOTAL RESERVED FOR FUTURE EXPENDITURES</b>	-	-	-	38
40				40	Ending Balance (prior years) - Unrestricted				39
41				41	Ending Balance (prior years) - Water SDC's				40
42				42	Ending Balance (prior years) - Capital Improvement Reserve				41
43				43	Ending Balance (prior years) - Debt Service				42
44			144,823	44	<b>UNAPPROPRIATED ENDING FUND BALANCE</b>	26,660			43
45	-	-	<b>144,823</b>	45	<b>TOTAL REQUIREMENTS</b>	<b>1,424,289</b>	-	-	<b>44</b>

150-504-030 (Rev 10-16)



# CITY OF MOSIER

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## **STORMWATER SDC FUND**

Special Revenue Fund – accounts for money that must be used for a specific purpose and the expenditures that are made for that purpose.

### **PURPOSE**

Stormwater planning is integral to many of the city's existing projects, such as streetscaping and water seystem projects, and the Storwmater SDC fund enables the city to track towards this goal.

### **PRIOR YEAR ACCOMPLISHMENTS**

The City of Mosier completed an SDC rate study update for the stormwater system, which took into account current growth projections and estimated stormwater expenses. The City prepared and submitted the annual TMDL report on time.

### **GOALS FOR CURRENT BUDGET YEAR**

No new initiatives this year due to lack of resources, and project load. The goal will be to complete the stormwater system plan in FY 2023-2024

**RESOURCES**  
**Stormwater SDC**

Special Revenue Fund

CITY OF MOSIER

	Historical Data			RESOURCE DESCRIPTION	Budget for Next Year 2022-23			
	Actual		Adopted Budget This Year Year 2021-22		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2019-20	First Preceding Year 2020-21						
1	21,485	27,942	28,328	1 Available cash on hand* (cash basis) or	26,928	-	-	1
2				2 Net working capital (accrual basis)				2
3				3 Previously levied taxes estimated to be received				3
4	514	688	600	4 Interest	400			4
5				5 Transferred IN, from SEWER Funds				5
6				<b>OTHER RESOURCES</b>				6
7	6,517	3,698	4,000	7 Connection/SDC Fees	5,996			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	28,516	32,328	32,928	29 Total resources, except taxes to be levied	33,324	-	-	29
30			-	30 Taxes estimated to be received	-			30
31	-	-		31 Taxes collected in year levied				31
<b>32</b>	<b>28,516</b>	<b>32,328</b>	<b>32,928</b>	<b>32 TOTAL RESOURCES</b>	<b>33,324</b>	<b>-</b>	<b>-</b>	<b>32</b>

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

**REQUIREMENTS SUMMARY**

**FORM  
LB-30**

**Stormwater SDC**  
Special Revenue Fund

**CITY OF MOSIER**

	Historical Data			REQUIREMENTS DESCRIPTION	Budget for Next Year 2022-23			
	Actual		Adopted Budget This Year Year 2021-22		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2019-20	First Preceding Year 2020-21						
1				1 PERSONNEL SERVICES NOT ALLOCATED				1
2				2				2
3				3				3
4	-	-	-	4 <b>TOTAL PERSONNEL SERVICES</b>	-	-	-	4
5				5 <b>Total Full-Time Equivalent (FTE)</b>				5
6				6 MATERIALS AND SERVICES NOT ALLOCATED				6
7	574	2,000	1,000	7 Engineering	1,000			7
8				8				8
9	574	2,000	1,000	9 <b>TOTAL MATERIALS AND SERVICES</b>	1,000	-	-	9
10				10 CAPITAL OUTLAY NOT ALLOCATED				10
11		2,000	5,000	11 Stormwater System Project				11
12				12 Rate Study				12
13	-	2,000	5,000	13 <b>TOTAL CAPITAL OUTLAY</b>	-	-	-	13
14				14 DEBT SERVICE				14
15				15				15
16				16				16
17	-	-	-	17 <b>TOTAL DEBT SERVICE</b>	-	-	-	17
18				18 SPECIAL PAYMENTS				18
19				19				19
20				20				20
21	-	-	-	21 <b>TOTAL SPECIAL PAYMENTS</b>	-	-	-	21
22				22 INTERFUND TRANSFERS				22
23				23				23
24				24				24
25				25				25
26				26				26
27				27				27
28	-	-	-	28 <b>TOTAL INTERFUND TRANSFERS</b>	-	-	-	28
29			2,000	29 <b>OPERATING CONTINGENCY</b>	5,000			29

30			-	30	<b>Total Requirements NOT ALLOCATED</b>	6,000	-	-	30
31	574	-	8,000	31	<b>Total Requirements for ALL Org.Units/Programs within fund</b>	-	-	-	31
32			24,928	32	Reserved for future expenditure	27,324			32
33	27,942	28,328		33	Ending balance (prior years)				33
34				34	<b>Reserved for future expenditure</b>				34
35	<b>28,516</b>	<b>32,328</b>	<b>32,928</b>	35	<b>TOTAL REQUIREMENTS</b>	<b>33,324</b>	-	-	35

\*\$5,000 operating conginecy reflects climate change/flood preparation

150-504-030 (Rev 10-16)

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40				40	UNAPPROPRIATED ENDING FUND BALANCE	17,546			40
41	147,911	149,640	-	41	TOTAL REQUIREMENTS	731,916	-	-	41

150-504-030 (Rev 10-16)

# CITY OF MOSIER

small enough to make a difference

## **SPECIAL REVENUE FUND - STREETS**

### **PURPOSE**

The City is responsible for maintaining streets within the city limits. The primary source of revenue is the ODOT gas tax, a form of state revenue sharing. New sources of revenue include our adopted transportation utility fee (TUF), and transportation system development charges (SDC).

### **PRIOR YEAR ACCOMPLISHMENTS**

1. The city completed the HWY 30 Phase I improvements.
2. The city completed the design and engineering of the EV charging station, and received the remaining award balance to complete the project for FYE 2023
3. Completed the sidewalk on 3rd ave (phase I).
4. The city completed the SDC study and adopted by resolution the transportation SDC, and by ordinance with code amendment, the TUF.
5. Applied for three grants for HWY 30 corridor projects (streetscape)

### **WORKPLAN FOR FY 22/23**

1. Phase II of the 3rd ave/Washington Street sidewalk project.
2. Construction/completion of the EV Charging station.
3. Acquire funding for the streetscapes project

**RESOURCES**

**STREETS**

Special Revenue Fund

**CITY OF MOSIER**

(Name of Municipal Corporation)

	Historical Data			RESOURCE DESCRIPTION	Budget for Next Year			
	Actual		Adopted Budget This Year Year 2021-22		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2019-20	First Preceding Year 2020-21						
1	63,000	39,000	28,087	1 Available cash on hand* (cash basis) or	-			1
2				2 Net working capital (accrual basis)				2
3				3 Previously levied taxes estimated to be received				3
4	400	400		4 Interest	-			4
5				5 Transferred IN, from other funds				5
6				6 <b>OTHER RESOURCES</b>				6
7	28,000	28,000	28,000	7 ODOT Annual Revenue	33,000			7
8	50,000	50,000	50,000	8 <b>SCA ODOT Grant</b>	<b>250,000</b>			8
9			215,000	9 EV Charging Station Grant	180,000			9
10				10 Transportation Utility Fee	5,000			10
11				11 SDC Revenue	18,060			11
12				12 <b>Surplus Property Revenue</b>	<b>100,000</b>			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	141,400	117,400	321,087	29 Total resources, except taxes to be levied	586,060	-	-	29
30	-	-	-	30 Taxes estimated to be received	-	-	-	30
31	-	-	-	31 Taxes collected in year levied				31
<b>32</b>	<b>141,400</b>	<b>117,400</b>	<b>321,087</b>	<b>32 TOTAL RESOURCES</b>	<b>586,060</b>	<b>-</b>	<b>-</b>	<b>32</b>

\*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**  
**STREETS**  
Administration

1	Historical Data			1	REQUIREMENTS FOR: <u>Administration</u>	Budget for Next Year			1
	Actual		Adopted Budget This Year Year 2021-22			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2019-20	First Preceding Year 2020-21							
1				1	PERSONNEL SERVICES				1
2	8,929	5,953	3,096	2	Finance/Recorder/Administrator	1,768			2
3	13,899	4,170	1,668	3	Maintenance Public Works	1,670			3
4	4,226	2,817		4	Employee Benefits				4
5	11,678	3,892	4,048	5	City Manager	8,582			5
6				6					6
7				7					7
8	<b>38,732</b>	<b>16,832</b>	<b>8,812</b>	8	<b>TOTAL PERSONNEL SERVICES</b>	<b>12,020</b>	-	-	8
9				9					9
10				10	MATERIALS AND SERVICES				10
11	4,800	4,800	4,800	11	Utilities	4,800			11
12	8,905	3,000	1,500	12	Land Use Planning	1,500			12
13	1,000	1,000	1,000	13	Legal Fees	1,500			13
14	4,000	5,000	6,500	14	Contracted Services				14
15	2,000	2,000	12,000	15	Engineering Services	7,500			15
16	1,200	3,000	2,000	16	Audit	3,000			16
17	3,500	1,200	1,200	17	Maintenance and Supplies	10,000			17
18	500	500	500	18	Insurance	700			18
19	500	500	500	19	Signs	1,200			19
20	350	350	350	20	Office Supplies				20
21	150	150	150	21	Education and Travel				21
22	100	100	100	22	Training				22
23				23	Inflationary Adjustment .07	2,114			23
24				24					24
25				25					25
26				26					26
27	<b>27,005</b>	<b>21,600</b>	<b>30,600</b>	27	<b>TOTAL MATERIALS AND SERVICES</b>	<b>32,314</b>	-	-	27
28				28	CAPITAL OUTLAY				28
29	6,500	10,000	10,000	29	Pavement Repair				29
30			215,000	30	EV Charging Station	180,000			30
31	50,000	50,000	50,000	31	HWY 30 PHASE II	100,000			31
32				32	SCA Sidewalk to Somewhere (Washington and 3rd)	-			32
33				33	Sidewalk to Somewhere (Washington and 3rd)	250,000			33
34				34					34
35	<b>56,500</b>	<b>60,000</b>	<b>265,000</b>	35	<b>TOTAL CAPITAL OUTLAY</b>	<b>530,000</b>		-	35
36	<b>122,237</b>	<b>98,432</b>	<b>304,412</b>	36	<b>ORGANIZATIONAL UNIT / ACTIVITY TOTAL</b>	<b>574,334</b>	-	-	36

**FORM  
LB-30**

**REQUIREMENTS SUMMARY**  
**Summary of Allocations and Balance Reserved for TSP and Operations**  
**STREETS**  
 \_\_\_\_\_  
 (name of fund)

	Historical Data			REQUIREMENTS DESCRIPTION	Budget for Next Year 2022-23			
	Actual		Adopted Budget This Year Year 2021-22		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2019-20	First Preceding Year 2020-21						
1				1 PERSONNEL SERVICES				1
2				2				2
3				3				3
4	-	-	-	4 <b>TOTAL PERSONNEL SERVICES</b>	<b>12,020</b>	-	-	4
5				5 <b>Total Full-Time Equivalent (FTE)</b>				5
6				6 MATERIALS AND SERVICES				6
7				7				7
8				8				8
9	-	-	-	9 <b>TOTAL MATERIALS AND SERVICES</b>	<b>32,314</b>	-	-	9
10				10 CAPITAL OUTLAY				10
11				11				11
12				12				12
13	-	-	-	13 <b>TOTAL CAPITAL OUTLAY</b>	<b>530,000</b>	-	-	13
14				14 DEBT SERVICE				14
15				15				15
16				16				16
17	-	-	-	17 <b>TOTAL DEBT SERVICE</b>	-	-	-	17
18				18 SPECIAL PAYMENTS				18
19				19				19
20				20				20
21	-	-	-	21 <b>TOTAL SPECIAL PAYMENTS</b>	-	-	-	21
22				22 INTERFUND TRANSFERS				22
23				23				23
24				24				24
25				25				25
26				26				26
27				27				27
28	-	-	-	28 <b>TOTAL INTERFUND TRANSFERS</b>	-	-	-	28
29		5,000	2,000	29 <b>OPERATING CONTINGENCY</b>	5,000			29
30	5,000	2,000	2,000	30 <b>Total Requirements</b>	579,334			30
31	122,337	98,432	<b>304,412</b>	31 <b>Total Requirements for ALL Org.Units/Progams within fund</b>		-	-	31
32				32 Reserved for future expenditure		-		32
33	50,166	-		33 Ending balance (prior years)				33
34		6,163	99,868	34 <b>UNAPPROPRIATED ENDING FUND BALANCE (Reserved for Future Expenditure/Capital Outlay)</b>	6,726			34
35	<b>127,337</b>	<b>207,300</b>	<b>117,400</b>	35 <b>TOTAL REQUIREMENTS</b>	<b>586,060</b>	-	-	35



**RESOURCES**  
**JOINT USE FACILITY**

Fund

**CITY OF MOSIER**

(Name of Municipal Corporation)

Historical Data				RESOURCE DESCRIPTION	Budget for Next Year 2022-23			
Actual		Adopted Budget This Year Year 2021-22	Proposed By Budget Officer		Approved By Budget Committee	Adopted By Governing Body		
Second Preceding Year 2019-20	First Preceding Year 2020-21							
1	500,000	843,000	309,473	1 Available cash on hand* (cash basis) or	1,943,000			1
2				2 Net working capital (accrual basis)				2
3				3 Previously levied taxes estimated to be received				3
4	15,000	23,000		4 Interest	29,145			4
5				5 Transferred IN, from other funds				5
6				6 <b>OTHER RESOURCES</b>				6
7	49,000			7 City Team Mosier Award				7
8		5,000	20,000	8 Oregon Energy Trust	50,000			8
9	500,000	(500,000)	500,000	9 Fire District Funds from UPRR				9
10	15,000		10,000	10 Interest from Fire District UPRR Funds				10
11	5,000		250,000	11 Ford Family Foundation Grant				11
12			450,000	12 OPRD Plaza	450,000			12
13			150,000	13 Community Donations				13
14			1,100,000	14 UPRR Site Restoration Settlement	1,100,000			14
15				15				15
16				16 <b>PENDING RESOURCES</b>				16
17				17 CDS USDA	975,000			17
18				18 FOUNDATION GIVING	550,000			18
19				19 SURPLUS PROPERTY REVENUE	400,000			19
20				20 ODOE	300,000			20
21				21 GIVING	150,000			21
22				22				22
23				23				23
24				24				24
25				25				25
26				26				26
27				27				27
28				28				28
29	1,084,000	371,000	2,789,473	29 Total resources	5,947,145		-	29
30			-	30	-		-	30
31	-	-		31				31
32	<b>1,084,000</b>	<b>371,000</b>	<b>2,789,473</b>	32 <b>TOTAL RESOURCES</b>	<b>5,947,145</b>		-	32

\*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

JOINT USE FACILITY

CITY OF MOSIER

Administration

	Historical Data			REQUIREMENTS FOR: <u>Administration</u>	Budget for Next Year 2022-23			
	Actual		Adopted Budget This Year Year 2021-22		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2019-20	First Preceding Year 2020-21						
1				1 PERSONNEL SERVICES				1
2	5,953	5,953	6,191	2 City Recorder				2
3	2,780			3				3
4		1,408	1,671	4 Employee Benefits				4
5	11,677	7,785	12,145	5 City Manager				5
6				6				6
7				7				7
8	<b>20,410</b>	<b>15,146</b>	<b>20,007</b>	8 <b>TOTAL PERSONNEL SERVICES</b>	<b>29,000</b>	-	-	8
9				9				9
10				10 MATERIALS AND SERVICES				10
11				11				11
12	5,000	1,020	1,020	12 Land Use Planning (CUP, etc.)	3,500			12
13	8,000	6,250	3,000	13 Legal Fees	10,000			13
14	5,000	5,000	3,000	14 Engineering Services	3,000			14
15	10,000	10,000	3,000	15 Other Contracted Services	3,000			15
16	5,000	5,000	3,000	16 Communications/Announcements	3,000			16
17	500	500	1,500	17 Maintenance and Supplies	1,500			17
18	6,500	22,000	38,000	18 Fundraising	38,000			18
19				19				19
20	1,000	1,000		20 Office Supplies/Printing	2,500			20
21	200	200		21 Travel	1,500			21
22				22				22
23				23				23
24				24 <b>soft cost LEAVE OUT with 1/4 review for city only</b>				24
25				25				25
26				26				26
27	<b>41,200</b>	<b>50,970</b>	<b>52,520</b>	27 <b>TOTAL MATERIALS AND SERVICES</b>	<b>66,000</b>	-	-	27
28				28 CAPITAL OUTLAY				28
29				29 <b>Architecture/Engineering Services</b>				29
30	118,000		15,000	30 - Phase I Schematic Design Update and Cost Estimator				30
31	502,000	463,000	550,000	31 - Phase II & III Schematic Design through Construction Design Services				31
32	80,000	75,000	40,000	32 - Additional Site Services if Needed (Survey, Geotech, Etc.)				32
33	104,463	104,463	28,000	33 - Contingency 15%				33
34				34 <b>NEPA (?)</b>	<b>15,000</b>			34
35		<b>642,463</b>	<b>633,000</b>	35 <b>TOTAL CAPITAL OUTLAY</b>	<b>15,000</b>	-	-	35
36	<b>61,610</b>	<b>708,579</b>	<b>705,527</b>	36 <b>ORGANIZATIONAL UNIT / ACTIVITY TOTAL</b>	<b>110,000</b>	-	-	36

**FORM  
LB-30**

**REQUIREMENTS SUMMARY**  
**NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM**  
**JOINT USE FACILITY**  
 \_\_\_\_\_  
 (name of fund)

**CITY OF MOSIER**

	Historical Data			REQUIREMENTS DESCRIPTION	Budget for Next Year 2022-23			
	Actual		Adopted Budget This Year Year 2021-22		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2019-20	First Preceding Year 2020-21						
1				1 PERSONNEL SERVICES				1
2				2				2
3				3				3
4	-	-	-	4 <b>TOTAL PERSONNEL SERVICES</b>	-	-	-	4
5				5 <b>Total Full-Time Equivalent (FTE)</b>				5
6				6 MATERIALS AND SERVICES				6
7				7	110,000			7
8				8				8
9	-	-	-	9 <b>TOTAL MATERIALS AND SERVICES</b>	<b>110,000</b>	-	-	9
10				10 CAPITAL OUTLAY				10
11				11	5,837,145			11
12				12				12
13	-	-	-	13 <b>TOTAL CAPITAL OUTLAY</b>	<b>5,837,145</b>	-	-	13
14				14 DEBT SERVICE				14
15				15				15
16				16				16
17	-	-	-	17 <b>TOTAL DEBT SERVICE</b>	-	-	-	17
18				18 SPECIAL PAYMENTS				18
19				19				19
20				20				20
21	-	-	-	21 <b>TOTAL SPECIAL PAYMENTS</b>	-	-	-	21
22				22 INTERFUND TRANSFERS				22
23	515,000	515,000		23 From Fire District Budget (this will change when we have IGA)				23
24				24				24
25				25				25
26				26				26
27				27				27
28	<b>515,000</b>	<b>515,000</b>	-	28 <b>TOTAL INTERFUND TRANSFERS</b>		-	-	28
29		5,000		29 <b>OPERATING CONTINGENCY</b>		-		29
30	515,000	5,000		30 <b>Total Requirements NOT ALLOCATED</b>		-		30
31	61,610	866,073	<b>708,579</b>	31 Total Requirements for ALL Org.Units/Programs within fund			-	31
32		151,258	2,072,783	32 Reserved for future expenditure				32
33				33 Ending balance (prior years)				33
34		6,163	6,163	34 <b>UNAPPROPRIATED ENDING FUND BALANCE (Reserved for First Quarter Operations)</b>		-		34
35	<b>576,610</b>	<b>1,022,331</b>	<b>2,787,525</b>	35 <b>TOTAL REQUIREMENTS</b>	<b>5,947,145</b>	-	-	35