

MEMORANDUM

TO: Mayor and City Council

FROM: Roberta Likens, Finance Director

SUBJECT: RESOLUTION ADOPTING THE 2024-25 BUDGET, MAKING APPROPRIATIONS, AND IMPOSING AND CATEGORIZING AD VALOREM TAXES

DATE: June 14, 2024

Background


The City of Cottage Grove Budget Committee has met and approved the 2024-25 Budget. A public hearings before the City Council will be held Monday, June 24th to receive additional comments. The new fiscal year begins July 1, 2024 and the City is required to adopt a budget for the new fiscal year no later than June 30th.

Recommendation


It is staff's recommendation to consider any comments received during the public hearings and consider changes, if any, proposed by staff. If deemed appropriate, make any changes, and approve the resolution adopting the 2024-2025 Budget, making appropriations, and imposing and categorizing ad valorem taxes.

Cost

No cost.



Michael Sauerwein, City Manager



Roberta Likens, Finance Director

RESOLUTION NO. ____

A RESOLUTION ADOPTING THE 2024-2025 BUDGET, MAKING APPROPRIATIONS AND IMPOSING AND CATEGORIZING AD VALOREM TAXES.

ADOPTING THE BUDGET

BE IT RESOLVED that the City Council of the City of Cottage Grove hereby adopts the budget for fiscal year 2024-2025 in the sum of \$55,542,852 now on file at City Hall, 400 Main Street, Cottage Grove, Oregon.

MAKING APPROPRIATIONS

BE IT FURTHER RESOLVED that the amounts for the fiscal year beginning July 1, 2024 and for the purposes shown below are hereby appropriated as follows:

General Fund		Street Fund	
City Council	62,310	Street Maintenance	732,160
City Manager	539,895	Street Sweeping	125,690
Finance	517,265	Street Improve./Cap. Purchases	1,445,000
Police Operations	4,190,250	Street Internal Support Department-	
Municipal Court	117,925	Materials and Services	113,520
Municipal Court Support Services	86,950	Transfer to Bicycle Path Fund	20,000
Maintenance	850,995	Transfer to Debt Service Fund	1,403,800
Engineering	256,615	Transfer to EDA Fund-Main St.	600,000
Broadband Services	396,290	Contingency	<u>187,260</u>
Community Development	1,553,910	Total	4,627,430
Library	494,690		
Human Resources	158,705	Assessment Fund	
Community Services	309,485	Materials and Services	220,000
Community Promotions	198,000	Capital Outlay	<u>1,149,990</u>
Internal Support Department-		Total	1,369,990
Materials and Services	308,000		
Transfer to Police		Police Communications Fund	
Communications Fund	752,825	Support Services	668,120
Transfer to Debt Service Fund	754,835	911 Services	399,800
Contingency	<u>405,000</u>	Transfer to Debt Service Fund	<u>16,905</u>
Total	11,953,945	Total	1,084,825
Water Fund		Industrial Park Operations Fund	
Water Distribution	1,346,140	Materials & Services	5,000
Water Production	872,615	Transfer to Debt Service Fund	83,185
Water Internal Support Department-		Contingency	<u>601,815</u>
Materials and Services	224,455	Total	690,000
Transfer to Debt Service	42,225		
Transfer to Water Reserve Fund	35,000	Economic Development Admin. Grant Fund	
Contingency	<u>102,975</u>	Capital Outlay	7,184,000
Total	2,623,410	Contingency	<u>218,887</u>
		Total	7,402,887

Storm Drain Utility Fund	
Personnel Services	301,920
Materials & Services	84,155
Transfer to Debt Service Fund	5,005
Contingency	<u>60,030</u>
Total	451,110

Bicycle and Footpath Fund	
Materials & Services	14,095
Capital Outlay	98,840
Transfer to Debt Service Fund	<u>10,000</u>
Total	122,935

Building Inspection Program Fund	
Personnel Services	587,695
Materials & Services	346,245
Transfer to Debt Service Fund	2,095
Contingency	<u>75,065</u>
Total	1,011,100

Wastewater Fund	
Wastewater Collection	627,060
Wastewater Treatment Plant	1,068,540
Middlefield Golf Course	1,117,310
Wastewater Internal Support Department –	
Materials and Services	260,585
Transfer to Debt Service Fund	707,105
Transfer to Wastewater Res Fund	45,000
Contingency	<u>152,040</u>
Total	3,977,640

Special Trusts Fund	
Materials & Services	<u>89,025</u>
Total	89,025

Armory Special Trusts Fund	
Materials & Services	28,000
Capital Outlay	<u>158,000</u>
Total	186,000

Housing Rehabilitation Loan Fund	
Materials & Services	<u>10,400</u>
Total	10,400

General Reserve Fund	
Materials & Services	25,000
Capital Outlay	<u>214,800</u>
Total	239,800

Water Reserve Fund	
Materials & Services	302,960
Capital Outlay	2,361,155
Transfer to Debt Service Fund	901,685
Contingency	<u>52,000</u>
Total	3,617,800

Wastewater Reserve Fund	
Materials & Services	335,705
Capital Outlay	1,160,970
Transfer to Debt Service Fund	1,493,325
Contingency	<u>50,000</u>
Total	3,040,000

Storm Drain Reserve Fund	
Materials & Services	402,285
Capital Outlay	2,972,975
Transfer to Debt Service Fund	99,740
Contingency	<u>100,000</u>
Total	3,575,000

Building Inspection Reserve Fund	
Capital Outlay	112,000
Transfer to Bldg. Inspec.Prog. Fnd	<u>1,000</u>
Total	113,000

Narcotics Forfeiture Fund	
Personnel Services	2,000
Materials & Services	2,000
Capital Outlay	2,280
Transfer to Debt Service Fund	<u>2,230</u>
Total	8,510

Water Systems Development Fund	
Materials & Services	271,790
Capital Outlay	<u>832,710</u>
Total	1,104,500

Street Systems Development Fund	
Materials & Services	185,995
Capital Outlay	<u>1,121,505</u>
Total	1,307,500

Wastewater Systems Development Fund

Materials & Services	42,990
Capital Outlay	<u>122,510</u>
Total	165,500

Storm Drain Systems Development Fund

Materials & Services	30,070
Capital Outlay	<u>173,130</u>
Total	203,200

Parks Systems Development Fund

Materials & Services	58,335
Capital Outlay	<u>95,165</u>
Total	153,500

Debt Service Fund

Debt Service	<u>5,512,135</u>
Total	5,512,135

Housing Cost Assistance Fund

Materials and Services	<u>205,500</u>
Total	205,500

Total Appropriations **\$54,846,642**

Non-appropriated Budget Requirements

General Fund	693,210
Special Trusts Fund	<u>3,000</u>
Total	696,210

Total Requirements **\$55,542,852**

IMPOSING THE TAX

BE IT FURTHER RESOLVED that the City Council for the City of Cottage Grove hereby imposes the taxes provided for in the adopted budget at the rate of \$7.2087 per \$1,000 of assessed value for operations, and that these taxes are hereby imposed and categorized for tax year 2024-2025 upon the assessed value of all taxable property within the City as follows:

CATEGORIZING THE TAX

General Government Limitation	Excluded from Limitation
Permanent Rate Tax	
Local Option Tax	
Debt Service Fund	\$ 0

BE IT FURTHER RESOLVED that this resolution shall take effect immediately upon its passage.

PASSED BY THE COUNCIL AND APPROVED BY THE MAYOR THIS 24th DAY OF JUNE, 2024.

Candace Solesbee, Mayor
Dated: _____

ATTEST:

Mindy Roberts, City Recorder
Dated: _____