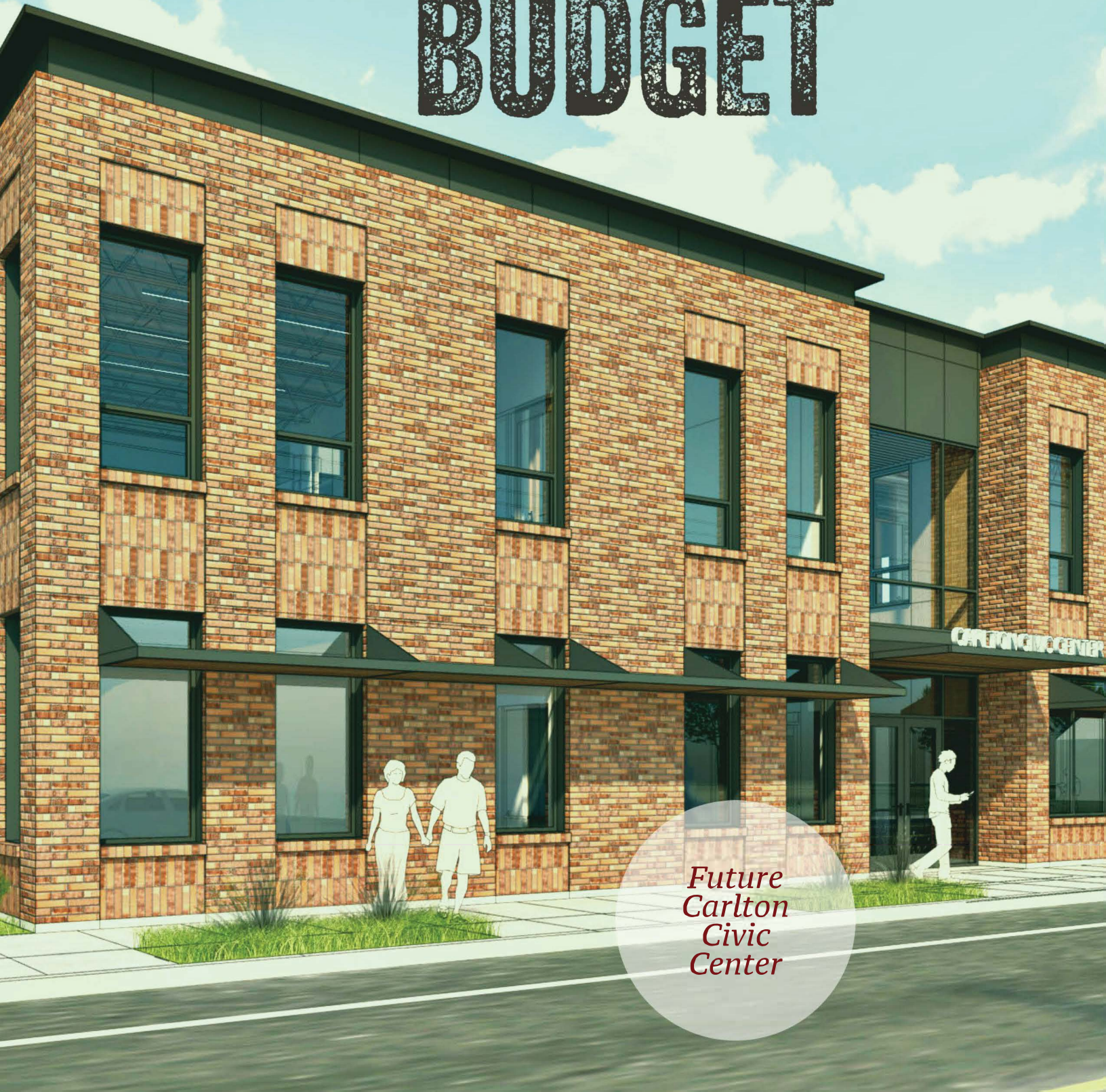


Fiscal Year 2024

CITY OF CARLTON BUDGET



CARLETON CIVIC CENTER

*Future
Carlton
Civic
Center*

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00 "EXHIBIT A"

PUBLIC NOTICE

NOTICE OF BUDGET COMMITTEE MEETING STATE REVENUE SHARING PUBLIC HEARING

A public meeting of the Budget Committee and Urban Renewal Agency Budget Committee of the City of Carlton, Yamhill County, State of Oregon, is to be held at City Council Chambers, 945 W Grant St, Carlton, OR, to discuss the budget and state revenue sharing for the fiscal year July 1, 2023, to June 30, 2024, public testimony will be received, via video conference link due to room capacity issues. The meeting will occur on Tuesday, May 9, 2023, at 6:00 pm and again on May 16, 2023 (if needed). The purpose of the meeting is to receive the proposed FY23-24 budget message and public comment.

During the Budget Committee Meeting on May 9, 2023, a public hearing will be held to receive comments regarding the possible uses of the State Revenue Sharing distribution for the Fiscal Year 2023-24.

Participants are instructed to use the following link:

<https://us02web.zoom.us/j/84348229267?pwd=ZXM0UX-ZhbFVQM1RSVzFMUIkx-R21QUT09>

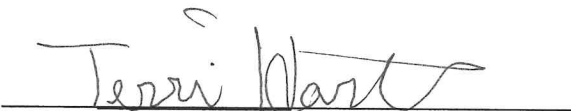
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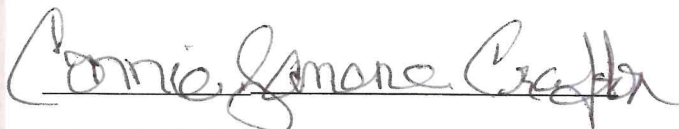
STATE OF OREGON } ss.
County of Yamhill

I, Terri Hartt

being first duly sworn, depose and say that I am the Legal Clerk, of the NEWS-REGISTER, a newspaper of general circulation as defined by O.R.S. 193.010 and O.R.S. 193.020 published two times each week at McMinnville, County of Yamhill, State of Oregon, and that **City of Carlton - Estate Notice Budget Committee Meeting State Revenue Sharing Funds - April 21, 28, 2023**

Subscribed and sworn before me this **5/2/2023**.

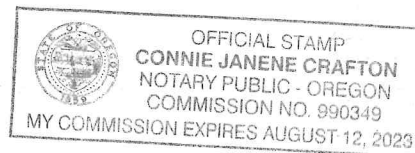




Notary Public for Oregon
My Commission Expires 08/12/2023

Or call 1-253-215-8782 and entering meeting ID: 843 4822 9267 and Password: 132638

To provide public comments:
Please email Christy Martinez, Assistant City Manager, at cmartinez@ci.carlton.or.us 24 hours before the meeting date and time. Handwritten comments can also be submitted using our deposit drop box in the door at the white modular at 945 W Grant St. A copy of the budget document may be inspected or obtained online at the City of Carlton's website, City of Carlton Budget | the City of Carlton Oregon, on Monday, May 08, 2023.
NR Published April 21, 28, 2023



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00 "EXHIBIT A"

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O.R.S. 193.020 published two times each week at
McMinnville, County of Yamhill, State of Oregon, and
that **City of Carlton - Display Form UR-1 - - May
19,2023**

Subscribed and sworn before me this **5/23/2023** .





Notary Public for Oregon
My Commission Expires 08/12/2023



MARKETPLACE

FORM UR-1

NOTICE OF BUDGET HEARING

A public meeting of the Carlton Urban Renewal Agency will be held on June 6, 2023 at 5:45 p.m. via conference link as allowed for by Executive Order 20-16 of Governor Kate Brown. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2023 as approved by the Carlton Urban Renewal Agency Budget Committee. A summary of the budget is presented below. Participants are instructed to use the following link: https://us02web.zoom.us/j/83087612526?pwd=Y2t1VlplE5hNDZpR0Qrdm5GVGVOUT09Meeting_ID83087612526Password:3769388 To provide public comments: During the meeting or email Christy Martinez, Assistant City Manager at cmartinez@ci.carlton.or.us before the meeting date and time. Handwritten comments can also be submitted by using our payment drop box at City Hall. A copy of the budget may be inspected or obtained online at www.ci.carlton.or.us. This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same from the preceding year. Revenue and expenditures are recorded in the year they are received or expensed.

Contact: Christy Martinez

Telephone: 503-852-7575

Email: cmartinez@ci.carlton.or.us

FINANCIAL SUMMARY - RESOURCES

TOTAL OF ALL FUNDS	Actual Amount 2021-22	Adopted Budget This Year 2022-23	Approved Budget Next Year 2023-24
Beginning Fund Balance/Net Working Capital	350,081	356,181	499,387
Federal, State and All Other Grants			
Revenue from Bonds and Other Debt			
Interfund Transfers			
All Other Resources Except Division of Tax & Special Levy	1,833	2,500	8,000
Revenue from Division of Tax	223,327	229,900	260,590
Revenue from Special Levy			
Total Resources	575,241	588,581	767,977

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION

Personnel Services	0	0	0
Materials and Services	4,443	4,500	6,500
Capital Outlay	48,971	444,081	536,477
Debt Service	65,000	65,000	65,000
Interfund Transfers	0	0	0
Contingencies	0	75,000	160,000
All Other Expenditures and Requirements		0	0
Unappropriated Ending Fund Balance		0	0
Total Requirements	118,414	588,581	767,977

FINANCIAL SUMMARY-REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM *

Non-Departmental / Non-Program	118,414	588,581	767,977
FTE	0	0	0
Total Requirements	118,414	588,581	767,977
Total FTE	0	0	0

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING *

STATEMENT OF INDEBTEDNESS

LONG TERM DEBT	Estimated Debt Outstanding July 1	Estimated Debt Authorized, But Not Incurred on July 1
General Obligation Bonds		
Other Bonds		
Other Borrowings		
Total	0	0



Budget Committee Members

Mayor and Council

Member

Linda Watkins	Mayor
Shirley Ward-Mullen	Council President
Guilherme Brandao	Councilor
Grant Erikson	Councilor
Kevin Skipper	Councilor
David Sam Hill	Councilor
Carolyn Thompson-Rizer	Councilor

Budget Committee Citizens

Member

Brian Rake	Chair
Robin Geck	Member
Sara Meyer	Member
Randy Stapilus	Member
Dean Catherman	Member
Vacant	Member
Vacant	Member

Staff

Shannon Beaucaire	City Manager
Christy Martinez	Assistant City Manager
Kevin Martinez	Chief of Police
Bryan Burnham	Director of Public Works

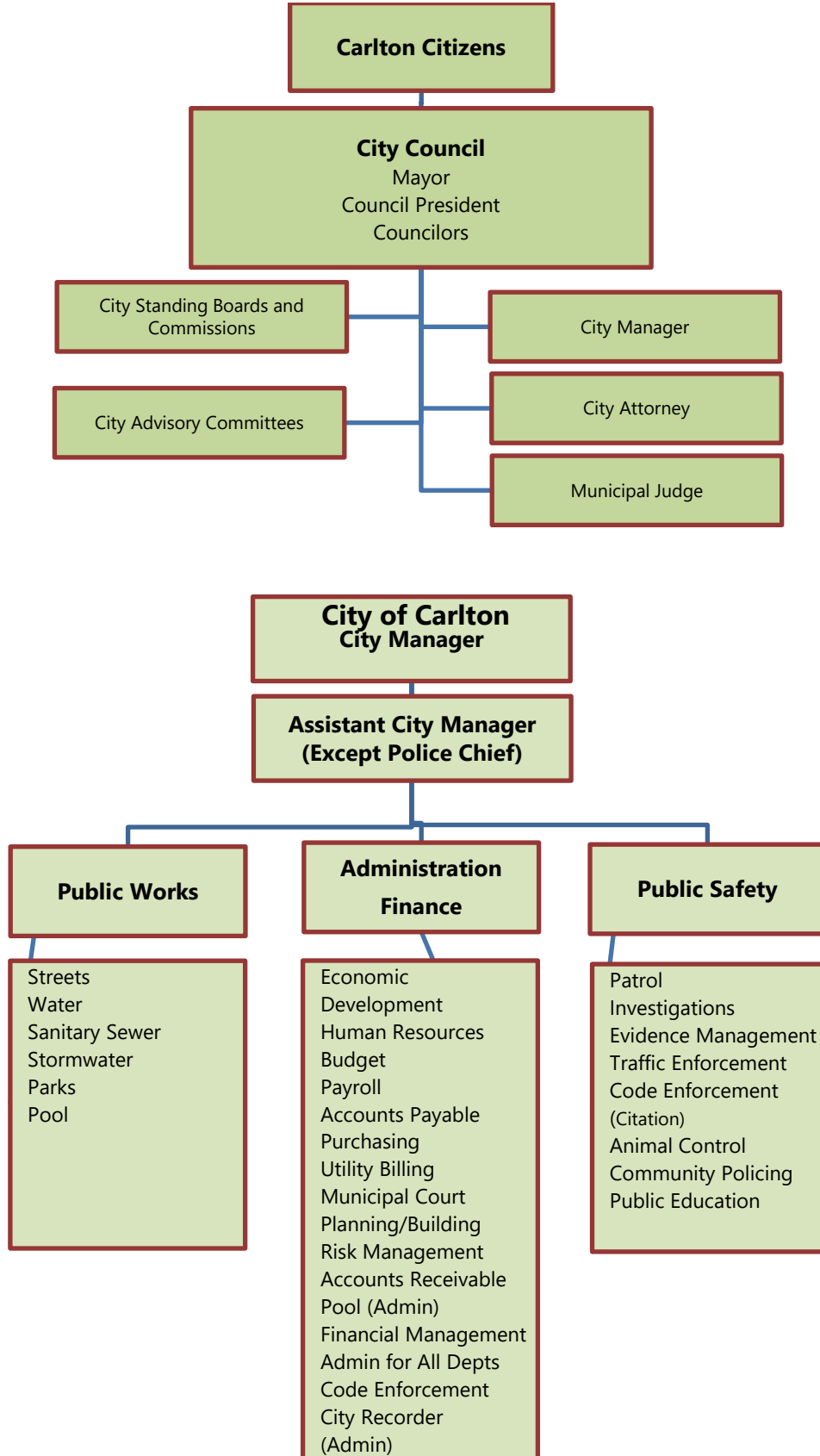


Budget Calendar Fiscal Year 2023-2024

January	Tuesday	January 10, 2023	Resolution 2023-334-Budget Officer Christy Martinez Appointed
	Tuesday	January 10, 2023	Budget Calendar Created FY23-24
	Tuesday	January 28, 2023	FY24 City Council Goal Setting
February	Tuesday	February 6, 2023	Budget Request Forms to Department Heads
March	Friday	March 3, 2023	Department Heads return Budget Request Forms
	Tuesday	March 7, 2023	City Council Adopts goals at Regular Council Meeting
April	Friday	April 14, 2023	Publish Newspaper/Website Notice for Public Hearing Budget & Shared Revenue (5-9-23)
	Friday	April 21, 2023	Publish Newspaper/Website Notice for Public Hearing Budget & Shared Revenue (if needed) (5-16-23)
May	Tuesday (6:00PM)	May 9, 2023	Budget Committee Meeting
	Tuesday (6:00PM)	May 9, 2023	Urban Renewal Meeting
	Tuesday (6:00PM)	May 16, 2023	Budget Committee Meeting (if needed)
	Tuesday (6:00PM)	May 16, 2023	Urban Renewal Meeting (if needed)
	Friday	May 19, 2023	Publish Newspaper/Website Notice for Public Hearing Budget & Shared Revenue (6-6-23)
June	Tuesday (7:00PM)	June 6, 2023	City Council Meeting to enact resolution to adopt budget, make appropriations, impose and categorize taxes and resolution to receive state revenues
	Tuesday (6:45PM)	June 6, 2023	Urban Renewal Meeting to enact resolution to adopt budget, make appropriations, impose and categorize taxes and resolution to receive state revenues
July	Thursday	July 14, 2023	Submit tax certification, budget and resolutions to Assessor
	Friday	July 28, 2023	State Shared Revenues submitted to Department of Administrative Services



City of Carlton Government Organization





May 9, 2023

Members of the Urban Renewal Budget Committee,

The following is the Carlton Urban Renewal Agency's proposed budget for the Fiscal Year 2024. The budget message summarizes the next fiscal year's budget proposal and advises the Carlton Urban Renewal Agency (CURA) and Budget Committee of the City's state of fiscal affairs. The budget document is essential for several reasons, primarily because it serves as the financial plan to fund the CURA's priorities.

The Carlton City Council passed Ordinance #680 on June 8, 2009, establishing the Carlton Urban Renewal Agency. The Agency is a separate legal entity, with the City Council serving as the Urban Renewal Agency Board of Directors. The City Council appointed the members of the City of Carlton Budget Committee as the CURA Budget Committee. The City Manager and Assistant City Manager serve as the staff administrators for the Carlton Urban Renewal Program.

This FY24 budget reflects the 14th year the Agency will receive property tax revenue from the District. The revenue is derived from increasing property value or new construction within the District. In 2009, the Yamhill County Assessor set the value of the frozen tax base of the District at \$18,785,600. Currently, the district's total assessed value is \$36,606,403. The Urban renewal plan will retire from collecting revenue in 2031. The fund will retire when the Meadowlake obligation is complete in 2038.

As with new urban renewal programs, the District's first five years of revenue growth were slow. Increases in assessed valuations above the fixed base are typically small in the short term and increase during the second five-year period. The acceleration began during FY16 and will continue through the Fiscal year 2024.

The Carlton Urban Renewal Agency was created as a financial tool to address the lack of funding available to support Carlton's aging downtown commercial business district. The CURA financially contributed to downtown projects during the past five years, including the new water transmission line, Monroe Street upgrade, the pool house replacement project, and other smaller projects. The CURA will continue to invest in the Urban Renewal district during the next five years, including the Main Street water and sewer projects, undergrounding overhead utilities on Main Street, bicycle and pedestrian improvements, and other public improvements.

**FY24 Proposed Budget**

The FY24 budget will focus on completing the 5-year work plan and related funding categories for designated programs such as imminent capital projects, façade improvements, small business development, and infrastructure improvements. The proposed budget includes:

Wastewater System Improvements

Related to the ODOT realignment of OR-47, this project will replace sanitary sewer facilities within the ODOT project area. The UR, Capital Improvement Fund (CIF)-Sewer, Sewer System Development Charges (SDCs), and the Sewer Fund are all eligible to finance the \$865,000 project cost. Construction is planned for FY24. The Wastewater System Improvements will commence after the construction.

Pedestrian Improvements

The City's pedestrian facilities throughout town are worn or missing causing safety concerns, stormwater management issues, and a general negative appearance. Designated as a top priority by the City Council, the City has developed a policy and action plan to upgrade City pedestrian facilities in town. Although the City targets grant applications for improvements identified in the 2009 Transportation System Plan, many local sidewalks have deteriorated to impassible.

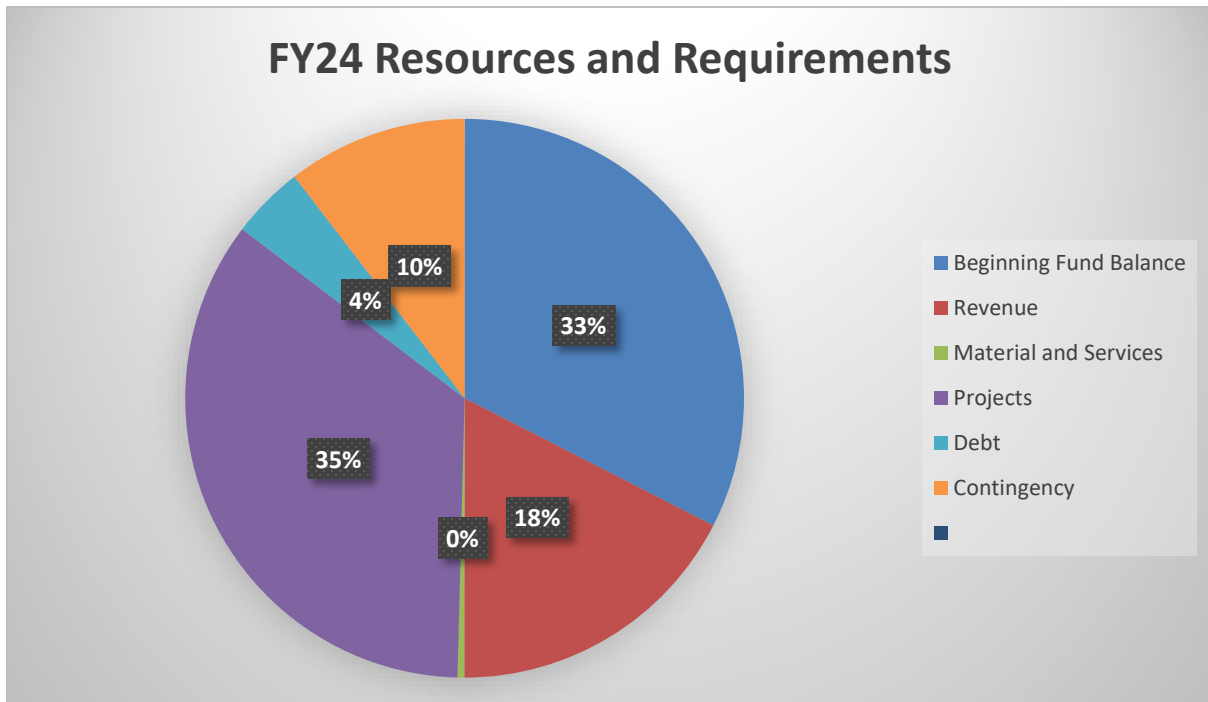
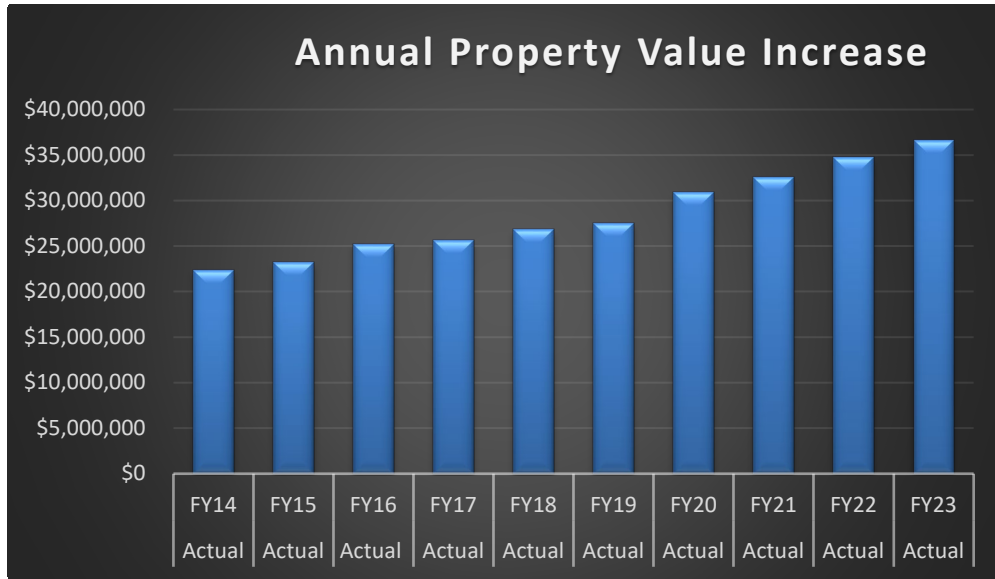
Underground Overhead Utilities on Main Street

The staff has been working with representatives of PGE to remove power poles from the West Main Street commercial corridor this past year. During this work, a solution has been identified to minimize expenses to the City. PGE has redesigned power service access along Main Street so that customers can continue to be served without any poles on Main Street. The City must now work with the communication companies to achieve the same result, requiring public funding from the UR Budget.

Meadow Lake Transmission Line (MLTL) IFA Loan Repayment

Debt service for the first leg of the lower waterline repair on Meadowlake in 2015. Urban Renewal has an agreement to pay a portion of the principal on the MLTL Transmission Line Project IFA loan. Debt service payments will continue in FY23 through FY38. This project is not the grant-funded project of the Meadowlake waterlines from the water plant to the old reservoir.

Shannon Beaucaire
City Manager



Carlton Urban Renewal Agency Revenue								
		Actual	Actual	Adopted	Estimate	Proposed	Approved	Adopted
Resources		2020-21	2021-22	2022-23	2022-23	2023-24	2023-24	2023-24
070-000-300000	Beginning Fund Balance	293,574	350,081	356,181	456,827	499,387	499,387	499,387
Revenues								
070-000-400400	Interest	2,163	1,833	2,500	10,000	8,000	8,000	8,000
070-000-999991	Prior Years Tax	2,259	2,732	2,900	3,000	3,090	3,090	3,090
070-000-999999	Current Taxes	203,048	220,595	227,000	250,000	257,500	257,500	257,500
Total Revenues		\$207,470	\$225,160	\$232,400	\$263,000	\$268,590	\$268,590	\$268,590
Total Resources		\$501,044	\$575,241	\$588,581	\$719,827	\$767,977	\$767,977	\$767,977

Urban Renewal Fund Requirements								
		Actual	Actual	Adopted	Estimate	Proposed	Approved	Adopted
Materials and Services		2020-21	2021-22	2022-23	2022-23	2023-24	2023-24	2023-24
070-700-600801	Materials and Supplies	644	493	1,000	40	500	500	500
070-700-608600	Professional Services	3,789	3,950	3,500	5,400	6,000	6,000	6,000
Total Material and Services		\$4,433	\$4,443	\$4,500	\$5,440	\$6,500	\$6,500	\$6,500
Capital Outlay								
070-700-620705	Projects	81,530	48,971	444,081	150,000	536,477	536,477	536,477
Total Capital Outlay		\$81,530	\$48,971	\$444,081	\$150,000	\$536,477	\$536,477	\$536,477
Transfers								
	Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Transfers		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt Service								
	Meadowlake Transmission	65,000	65,000	65,000	65,000	65,000	65,000	65,000
Total Debt Service		\$65,000	\$65,000	\$65,000	\$65,000	\$65,000	\$65,000	\$65,000
Contingency								
	Contingency	0	0	75,000	0	160,000	160,000	160,000
Total Contingency		\$0	\$0	\$75,000	\$0	\$160,000	\$160,000	\$160,000
Total Requirements		\$150,963	\$118,414	\$588,581	\$220,440	\$767,977	\$767,977	\$767,977

Carlton Urban Renewal Agency Revenue and Requirements								
		Actual	Actual	Adopted	Estimate	Proposed	Approved	Adopted
Resources		2020-21	2021-22	2022-23	2022-23	2023-24	2023-24	2023-24
	Beginning Fund Balance	293,574	350,081	356,181	456,827	499,387	499,387	499,387
	Total Revenues	207,470	225,160	232,400	263,000	268,590	268,590	268,590
Total Resources		\$501,044	\$575,241	\$588,581	\$719,827	\$767,977	\$767,977	\$767,977
Requirements								
	Material and Services	4,433	4,443	4,500	5,440	6,500	6,500	6,500
	Capital Outlay	81,530	48,971	444,081	150,000	536,477	536,477	536,477
	Transfers	0	0	0	0	0	0	0
	Debt Service	65,000	65,000	65,000	65,000	65,000	65,000	65,000
	Contingency	0	0	75,000	0	160,000	160,000	160,000
Total Requirements		\$150,963	\$118,414	\$588,581	\$220,440	\$767,977	\$767,977	\$767,977
	Over/Under (+/-)	350,081	456,827	0	499,387	0	0	0
	Ending Fund Balance	\$350,081	\$456,827	\$0	\$499,387	\$0	\$0	\$0

Carlton Urban Renewal Area

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taxlots_2008

Legend

- City Limits
- Urban Renewal Area Boundary
- Urban Renewal Area Boundary
- Taxlots

