
Clatsop County, OR

Fiscal Year 2022-2023

Budget in Brief

Letter from the Budget Officer

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To the great citizens of Clatsop County,

Welcome to the County's 2022-23 Budget in Brief. Each year Clatsop County produces a budget document to fulfill the community's vision for where our resources should be directed. We strive for excellence in providing sound, reasonable, honest, and transparent management of these resources.

This year's budget is approximately 560 pages. While the entire budget document is available to view, county management is hoping that by providing this Budget in Brief which summarizes the most essential elements of the County's budget, we can provide an abbreviated document for convenience. We hope you find it useful.

Our budget reflects the County Commissioners goals, maintains the long-term financial health and stability of our General Fund and reserves, and continues the delivery of high-quality services for our community. The 2022-23 budget allocates approximately \$100 million.

For a more detailed look at the County's 2022-23 adopted budget, please visit the County's website at <http://www.co.clatsop.or.us/finance/page/clatsop-county-budget>.

Through sound fiscal management, we are able to continue delivering the high quality services our citizens expect and deserve. By providing these important services for today, as well as planting the seeds for a strong future, we ensure that we will continue to grow to do great things here in Clatsop County.



Monica Steele
Assistant County Manager / Budget Officer

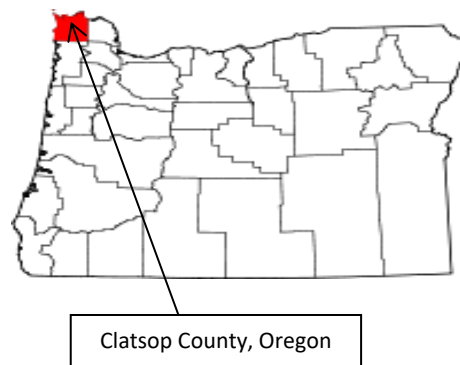
Our Community

Clatsop County is located in Oregon's rugged and beautiful northwest coast. Named for the Clatsop People, Clatsop County is rich in history, scenery, and opportunity. Lewis & Clark's Corp of Discovery spent the winter of 1805-06 here before starting their journey back east.



Clatsop County was created from the northern and western portions of the original Twality District and was founded in 1844. Before 1850 most of Clatsop County's government activity occurred in Lexington, which is now known as the city of Warrenton. However, commercial and social activities came to center on Astoria as that city grew, and by election in 1854 Astoria came to be the County seat. Astoria is Oregon's oldest city and the oldest American settlement west of the Rockies. This area was established as a fur trading post in 1811 by a party commissioned by John Jacob Astor.

The voters of Clatsop County approved a home-rule charter in 1988 that called for a Board of County Commissioners as the policy-determining body of the county, and a County Manager to oversee the daily operations of the government. The county government consists of five commissioners, each elected from one of the five geographic districts; in addition, the voters also elect a District Attorney and Sheriff.



*Data Source: city-data.com

The county provides certain services on a countywide basis and other services only to unincorporated areas of the county. Within the appropriate jurisdictions, the county provides law enforcement, criminal detention, judicial administration, parks and recreation facilities, community development, road maintenance and construction, public health services, tax assessments and collections, elections, and general administrative functions. There are approximately 65 taxing districts that use county tax dollars to perform a variety of additional functions such as rural fire departments, water, health, transportation, recreation, sewer, schools, roads, and diking districts to name a few.

Our Community

Clatsop County is a major recreation center with ocean beaches, dense forests, mountains, rivers, and streams. Miles of broad beaches offer beachcombing, digging for razor clams, and quiet walks. Several state and national parks such as Fort Clatsop, Fort Stevens, Ecola, and Oswald West, as well as many other parks and waysides provide miles of hiking and bicycle trails, wildlife viewing, ocean views, picnic sites, and overnight campgrounds. Lakes and rivers offer water-skiing, canoeing, boating, sailing, and fishing. For golfers there are four challenging courses.



Clatsop County is located in an area of 1,085 square miles which consists of 873 square miles of land and 212 square miles of water. The County is bordered on the north by the Columbia River, on the West by the Pacific Ocean, and with the verdant Oregon Coast Range to the East, which includes the Saddle Mountain State Natural Area with an elevation of 3,288 feet. The area has a coastal marine climate of moderate temperatures and frequent rains, averaging an annual precipitation of 70 inches.

The County is home to two hospitals, five school districts, one vocational/technical school, and one community college that offers degree partnerships with colleges and universities including: Eastern Oregon University, Linfield College, Oregon State University, and Portland State University.

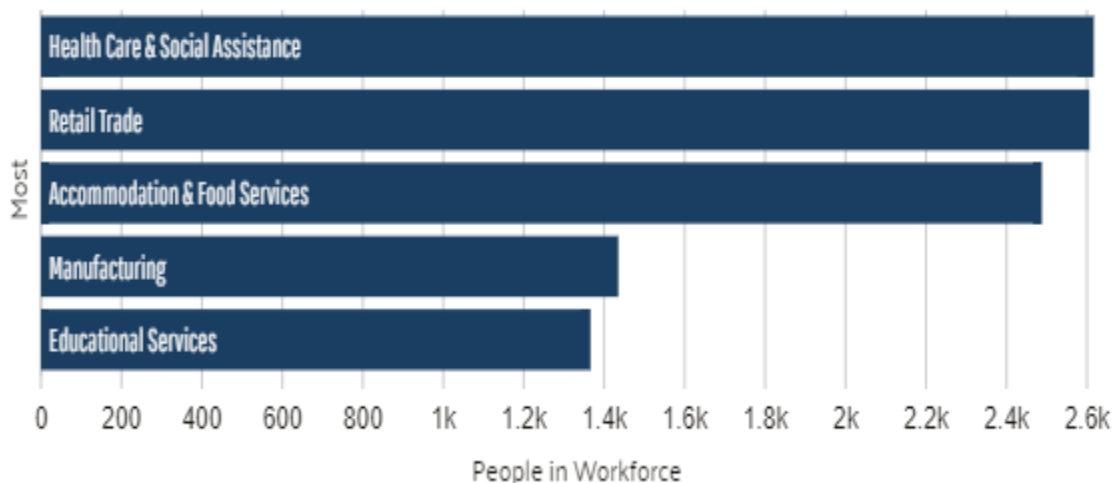
The Port of Astoria is located at Columbia River Mile 13 from the open sea. The Port's facilities are the first on the Columbia River and include three piers with five deep water ship berths and a barge ramp.



Our Community

EMPLOYMENT

The primary industries for Clatsop County are healthcare, retail, accommodation and food services, manufacturing and educational services. The area is one of the principal logging and marine fisheries regions of Oregon; however, like other northwest coastal resource-based communities, Clatsop County is working to diversify its economy to offset the loss of family-wage jobs in the timber and fishing industries. Of the workforce approximately 85% are private industry and 15% government.



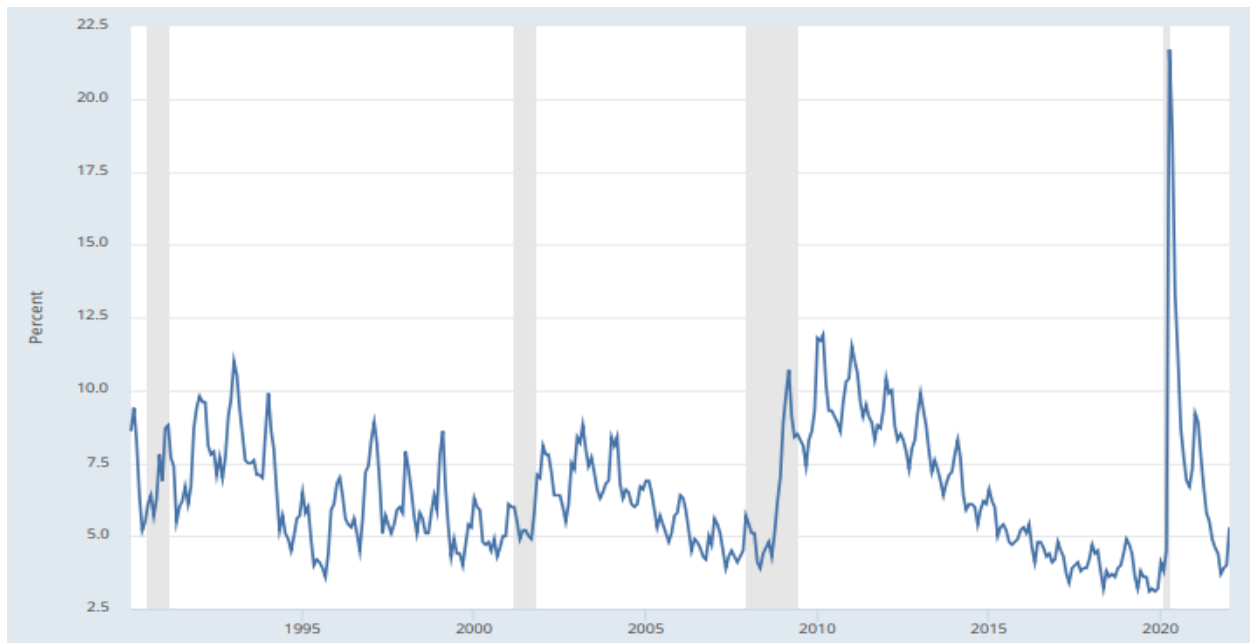
*Data Source: city-data.com

Some of today's major employers in Clatsop County include:

- US Coast Guard
- Georgia Pacific-Wauna Mill
- Warrenton Fiber Company
- Columbia Memorial Hospital
- Providence Seaside Hospital
- Astoria School District
- Seaside School District
- Clatsop County government
- State of Oregon
- Tongue Point Job Corp

The following chart shows how Clatsop County, much like the rest of the nation, saw a significant surge in unemployment claims as a result of the COVID-19 Pandemic that shut down the economy of Clatsop County. The most recent data from January 2022 shows Clatsop County currently at 5.3% which is 3.9% less than what we saw last year at this time. In April of 2020 Clatsop County had a record high unemployment rate of 21.7%. As seen in the previous chart reflecting the industries of Clatsop County, the accommodation and food service industry employs a significant number of county residents that were impacted by closures.

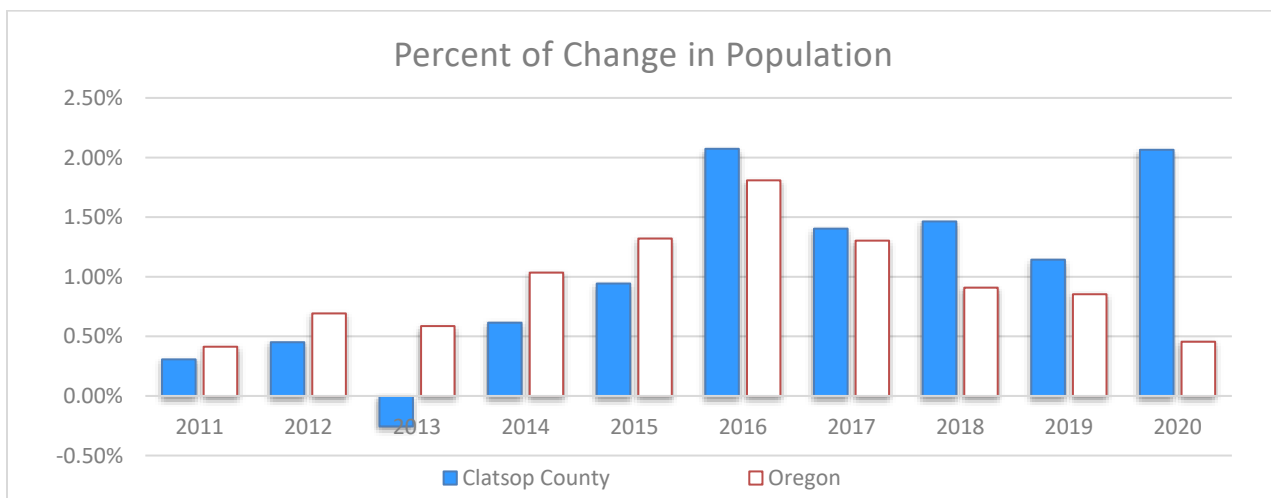
Our Community



*Data Source: Federal Reserve Economic Data - FRED

POPULATION

According to the most recent census, Clatsop County is home to a population of approximately 41,072 with approximately 60% living in urban areas and 40% living in rural areas. County population has increased by approximately 10.44% over the past 10 years. As shown in the following graph, the population growth of the county is similar to the rest of the state of Oregon seeing growth in the years leading up to the recession, followed by a declining population which coincides with increases in unemployment statistics. In 2020 Clatsop County saw 2.06% in population growth over 2019 statistics and saw more growth than its seen in four years.

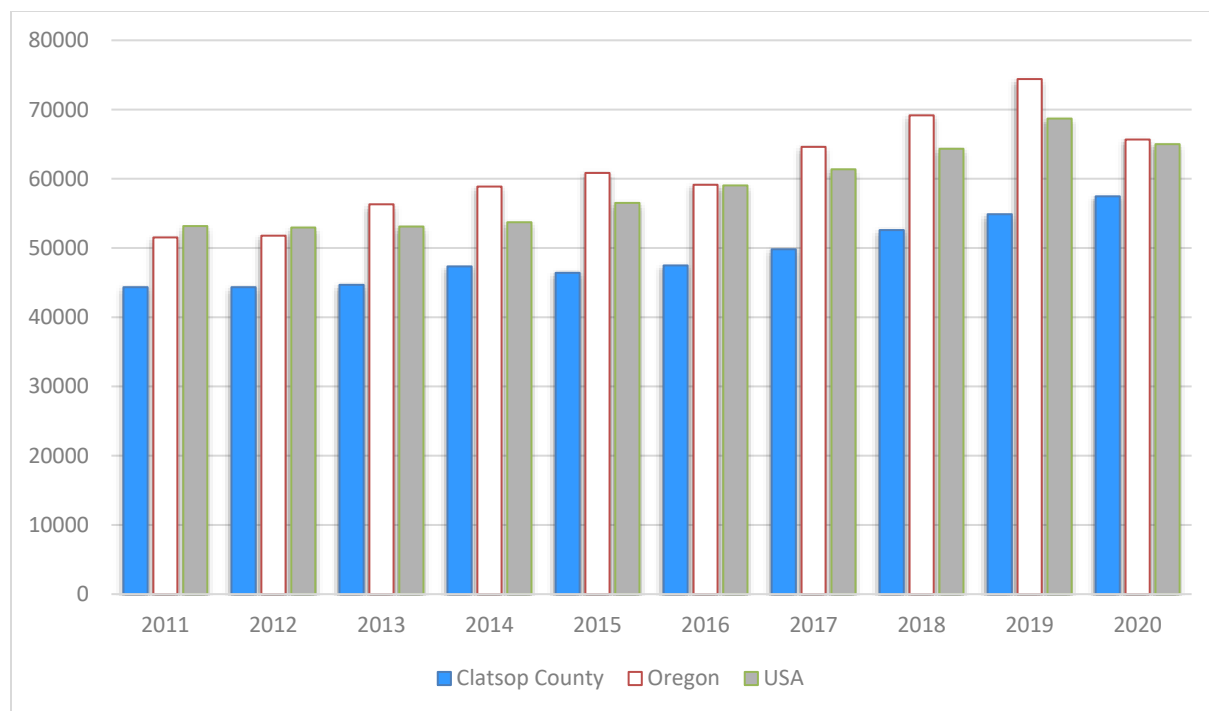


Our Community

*Data Source: US Census Bureau

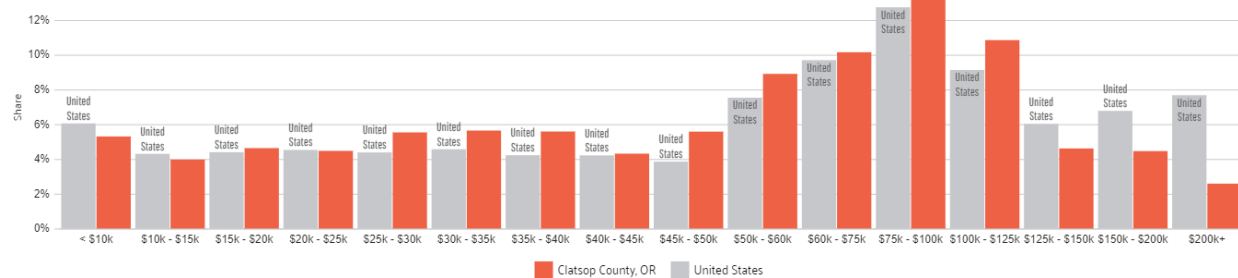
HOUSEHOLD INCOME

Current data shows the County's median household income is \$57,4670, which is roughly \$8,200 less than the median income for the state of Oregon, and \$7,530 less than the U.S. average.



*Data Source: US Census Bureau

The median household income, as demonstrated in the following chart, is broken out by the following income distributions: within the county 22% earn a household income greater than one-hundred thousand, 13% earn a household income between seventy-five and one-hundred thousand and 10% earn an income between sixty and seventy-five thousand, while approximately 54% earn a household income of less than sixty thousand.

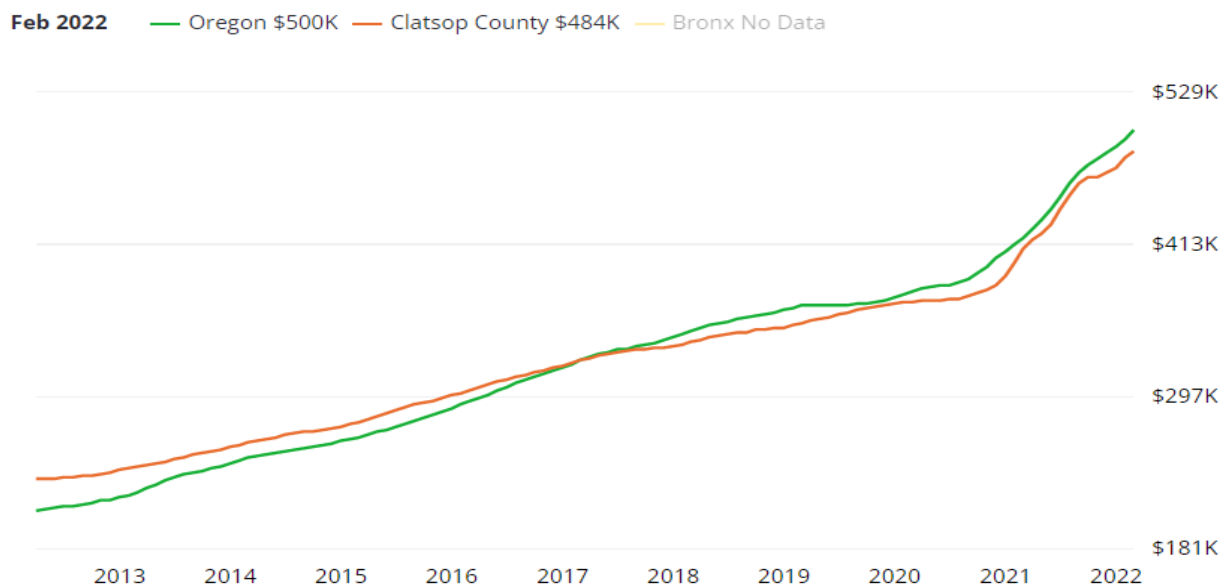


*Data Source: Datausa.io

Our Community

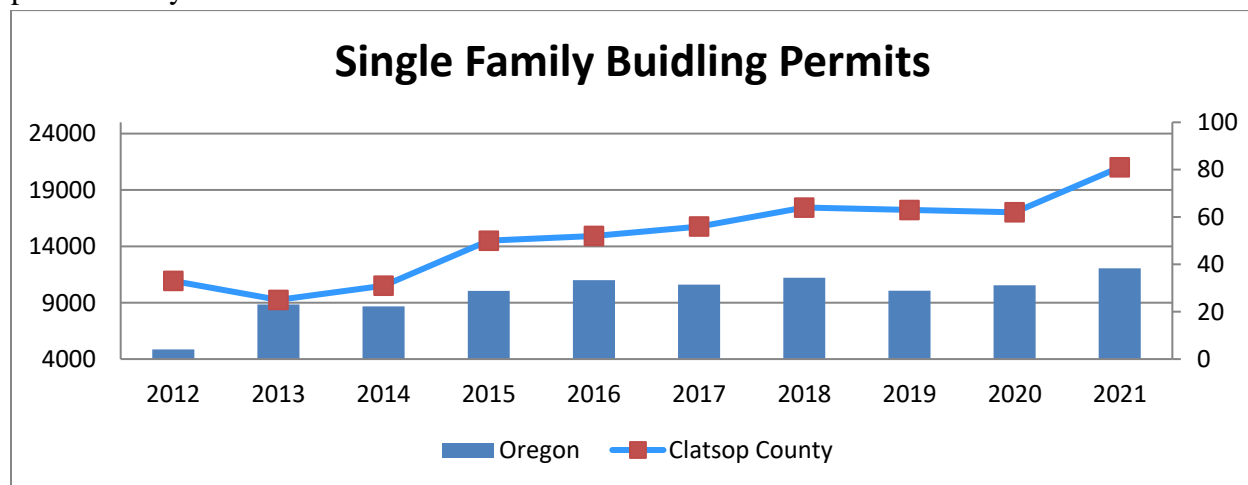
HOUSING AND REAL ESTATE

Based on the most recent data, the median real market value for a home in Clatsop County is \$484,000 versus \$500,000 for the state of Oregon and \$331,000 nationwide. In the past year home values in Clatsop County have gone up approximately 18%.



*Data Source: Zillow

As can be seen in the chart below, like the rest of the state, Clatsop County continues to see a relatively steady number of construction permits issued for single family dwelling units over the past several years.

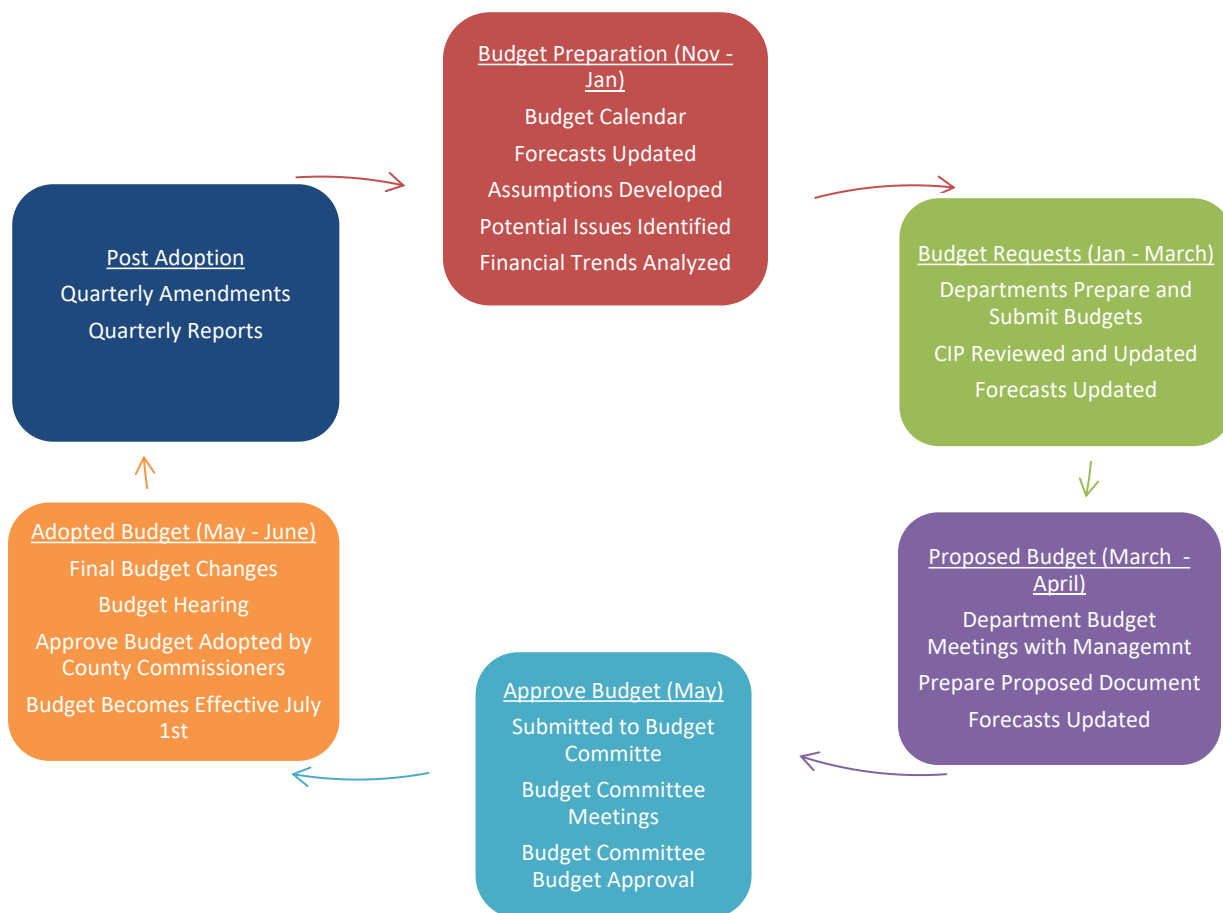


*Note axis on the right for Clatsop County is listed in 100's and the axis on the left for the state of Oregon is listed in the 1,000's

Budget Process

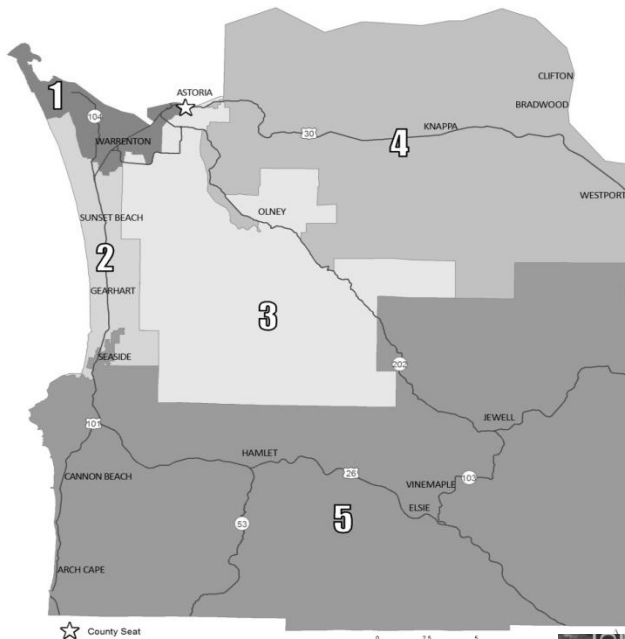
The process followed in the preparation of the budget complies with Oregon Local Budget Law established by Oregon Revised Statutes. County management seeks and welcomes public input, participation, and deliberation throughout the process. Budget Committee meetings are open to the public and are advertised on the County's website and in the Daily Astorian newspaper. The Proposed Budget – submitted to the Budget Committee in May – and the Approved Budget – submitted to the Board of Commissioners in June – are available to the public prior to each meeting.

County Departments work with the Budget & Finance Department to compile their budget requests and capital projects information between November and March of each year. Then, this information is reviewed by County management. During this same time frame, Finance and County management review revenue and expenditure forecasts, as well as financial environmental trends. All of this information is compiled, prepared and presented to the Budget Committee as the **Proposed Budget**. After the Budget Committee reviews and deliberates over the Proposed Budget and makes any appropriate changes, the Committee then recommends and forwards to the County Commissioners an **Approved Budget**. After a public hearing, the Commissioners take action on any final changes deemed appropriate, and adopts the budget in late June. The **Adopted Budget** becomes effective July 1. The final Adopted Budget is available on the County's Website, at all four libraries within the County, and available to citizens upon request.



Budget Committee

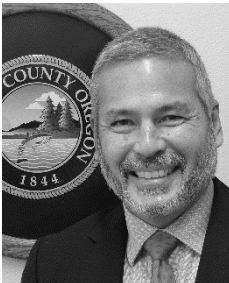
Clatsop County Board of Commissioners



Mark Kujala -
Chair
District 1



Lianne Thompson -
Vice Chair
District 5



John Toyooka
District 2



Pamela Wev
District 3



Courtney Bangs
District 4

The Citizen Budget Committee consists of the five County Board of Commissioners, and five citizens appointed by the County Commissioners. Citizen members serve three-year terms. Meetings occur approximately twice a year at the Boyington Building. The Committee has the legal authority to change any portion of the proposed budget and is responsible for approving it.

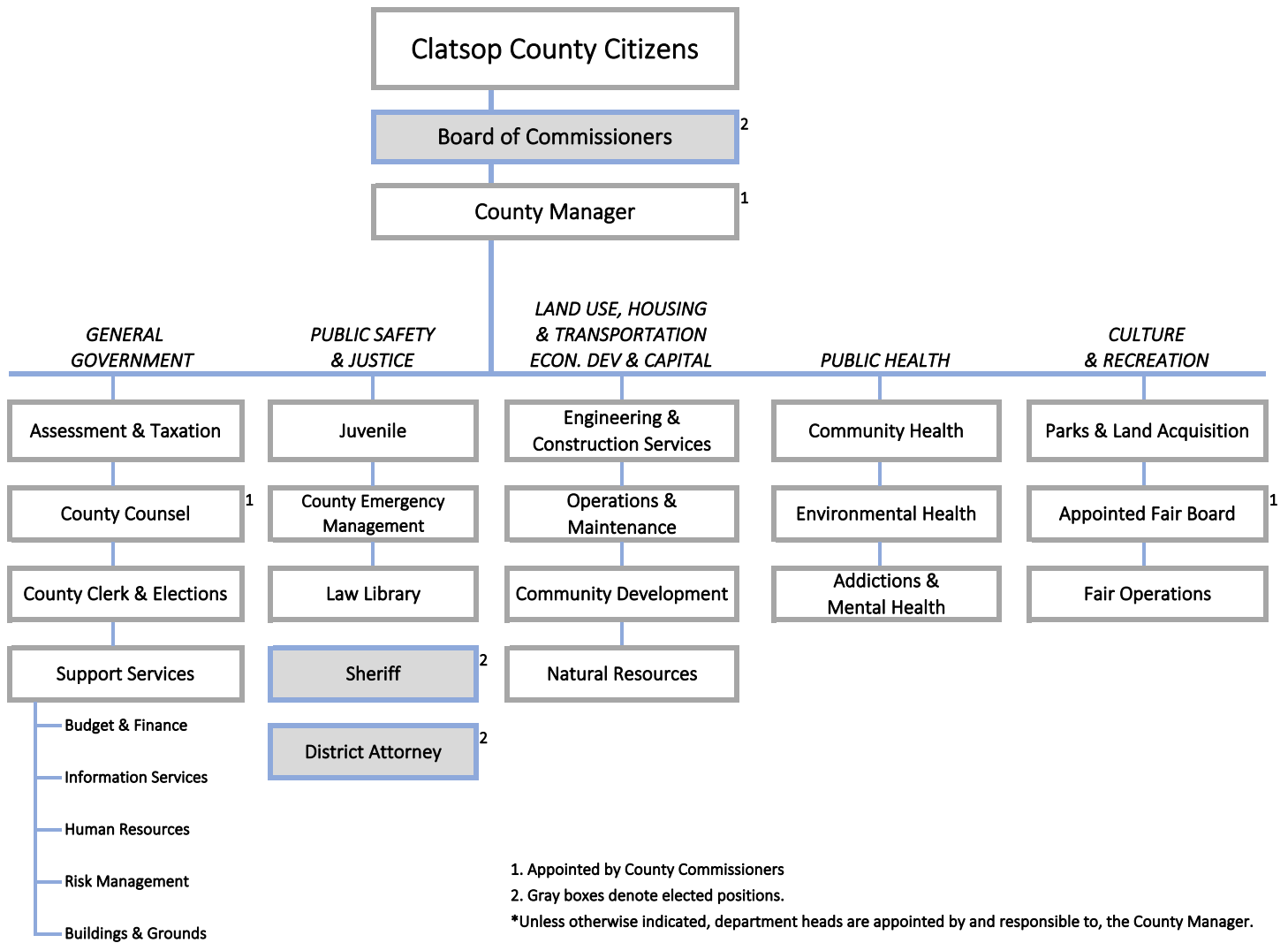
Citizen Members:

Norman Brown Tita Montero Dannel Davis Gretchen Allen David Oser

Visit the County's website at www.co.clatsop.or.us/boc to learn more about the Clatsop County Board of Commissioners.

CLATSOP COUNTY, OREGON

Organizational Chart



TAX PAYMENT BREAKDOWN

HOW IS YOUR TAX DOLLAR SPENT?

When you write your property tax check to Clatsop County, only some of the money goes to the county. We collect the taxes and distribute the money to 66 taxing districts providing a variety of public services. On average, out of every **\$1** you pay, **just 12.77** cents goes to Clatsop County government. This illustration shows how an average tax dollar is distributed

Where your property tax dollar goes:



WHAT YOUR 12.77 CENTS TO CLATSOP COUNTY PROVIDES:

- 5.50 cents – Public Safety & Justice:** Sheriff's Office, Jail, District Attorney's Office, Juvenile Department, and Emergency Services
- 1.46 cents – Public Services:** Assessment & Taxation, Elections & Records, Surveyor, Community Development, Public & Mental Health
- 1.57 cents – Contingency:** Set aside for unanticipated expenditures
- 2.38 cents – Miscellaneous:** Building Maintenance, Parks, Animal Control, Information Systems, Finance
- 1.02 cents – Administration:** County Administration, Human Resources, and Legal Counsel
- 0.84 cents – Fairgrounds:** Enhanced Operations and Facility Improvements

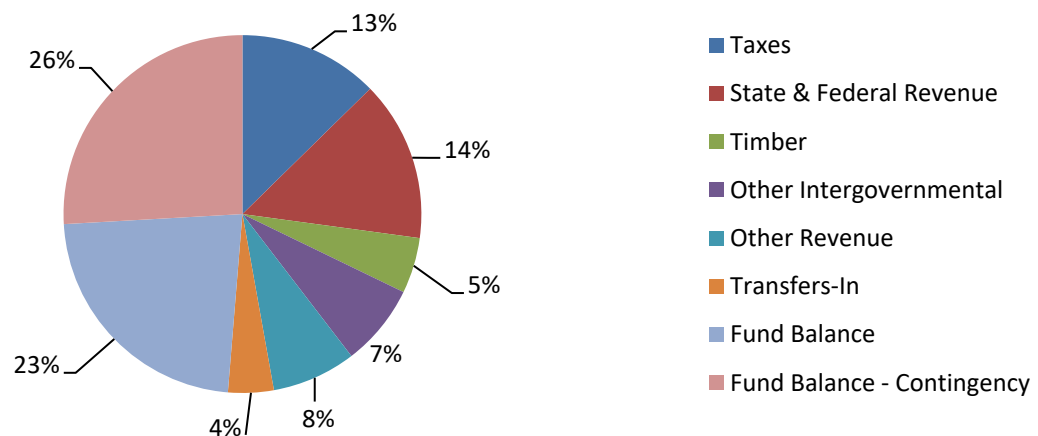
The top 10 taxpayers in Clatsop County for 2021 are as follows:

1. Georgia Pacific Consumer Products \$1,587,877.17
2. L&C Tree Farms LLC \$1,035,690.29
3. Dulcich Realty LLC \$885,620.67
4. Pacificorp \$880,520.95
5. Hampton Lumber Mills Inc. \$694,350.88
6. WorldMark The Club \$619,261.92
7. Northwest Natural Gas \$577,672.35
8. Charter Communications \$483,225.00
9. Weyerhaeuser Company \$416,787.94
10. Lumen Technologies \$345,765.89

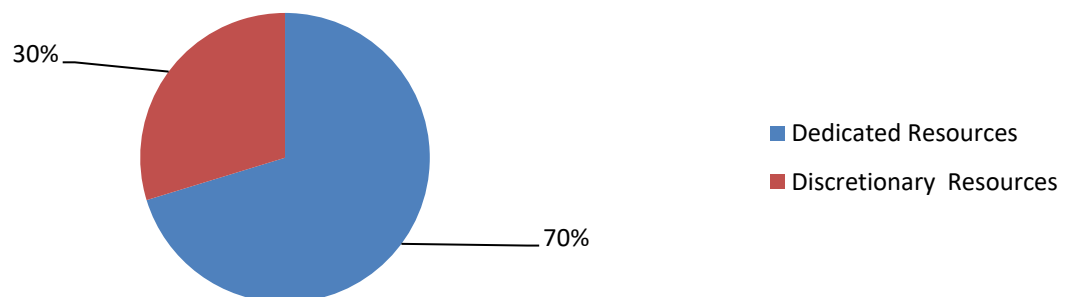
Where the Money Comes From

Resources of All Funds Combined		
Property Taxes/SIP	\$ 12,692,150	13%
State & Federal Revenue	\$ 14,544,010	14%
Timber	\$ 5,049,810	5%
Other Revenue	\$ 7,627,300	8%
Other Intergovernmental	\$ 7,423,870	7%
Transfers-In	\$ 4,129,880	4%
Fund Balance	\$ 22,880,180	23%
Contingency	\$ 25,978,780	26%
Total Revenue	\$ 100,325,980	100%

*Other Revenue consists of: Fines/Forfeits, Interest/Property, Charges for Services, Special Payments, and Licenses/Permits

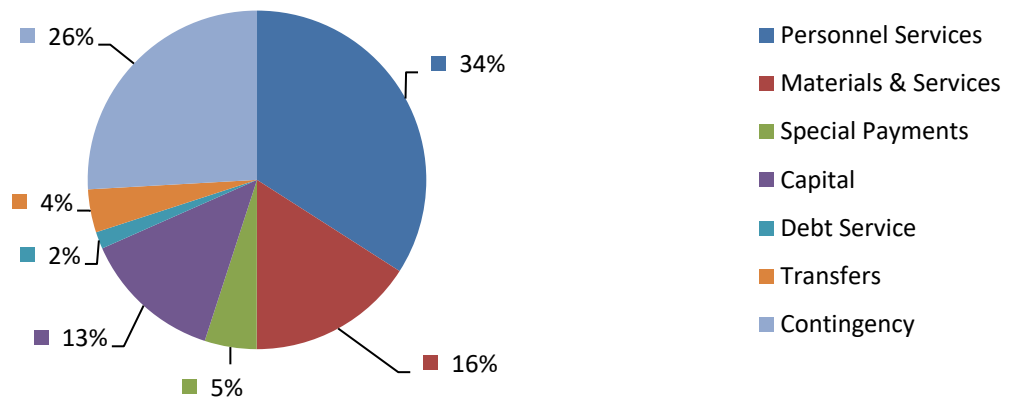


Discretionary vs. Dedicated Revenue		
Dedicated Resources	\$ 70,498,940	70%
Discretionary Resources	\$ 29,827,040	30%
Total Resources	\$ 100,325,980	100%

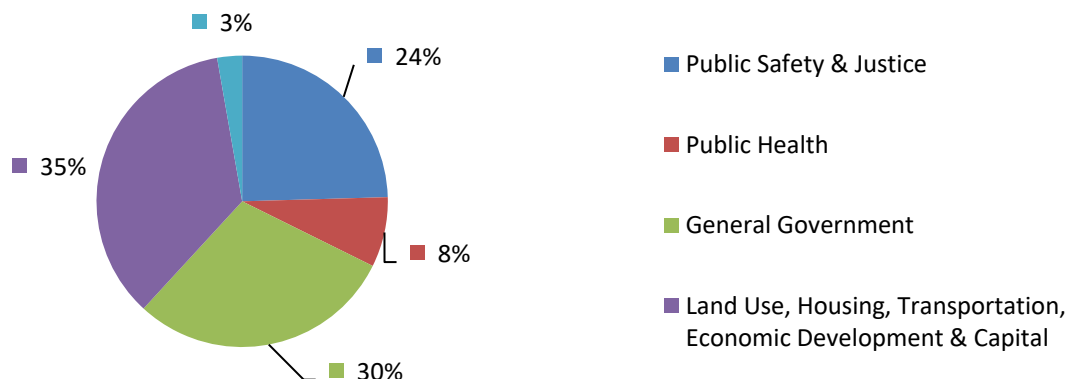


Where the Money Goes

Expenditures by Category		
Personnel Services	\$ 34,170,650	34%
Materials & Services	\$ 16,023,720	16%
Special Payments	\$ 4,982,640	5%
Capital	\$ 13,412,560	13%
Debt Service	\$ 1,627,750	2%
Transfers	\$ 4,129,880	4%
Contingency	\$ 25,978,780	26%
Total Expenditures by Category	\$ 100,325,980	100%



Expenditures by Functional Area		
Public Safety & Justice	\$ 24,626,260	24%
Public Health	\$ 7,794,190	8%
General Government	\$ 29,620,270	30%
Land Use, Housing, Transportation, Economic Development & Capital	\$ 35,519,360	35%
Culture & Recreation	\$ 2,765,900	3%
Total Expenditures by Functional Area	\$ 100,325,980	100%



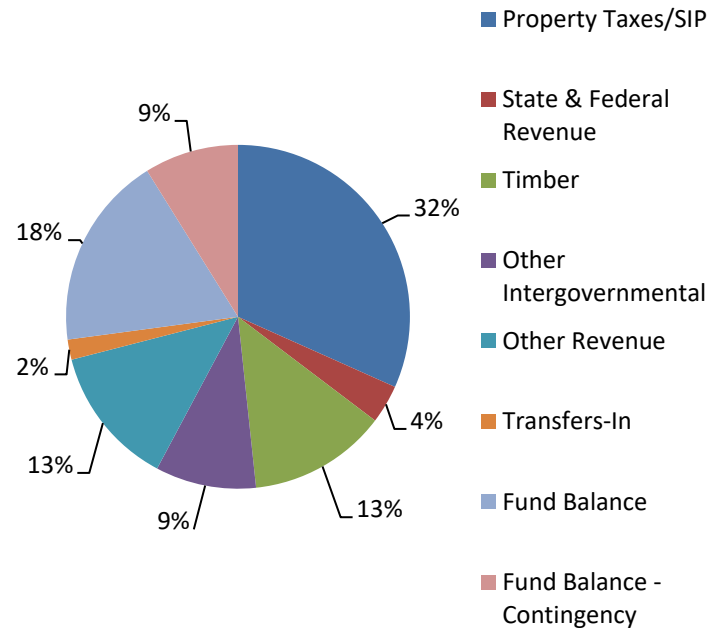
The County's General Fund

The County's General Fund accounts for all revenues and expenditures of a general nature that are not required to be reported in another fund. The majority of the General Fund revenue is derived from property taxes, timber revenues, indirect costs, and intergovernmental payments from the Rural Law Enforcement District.

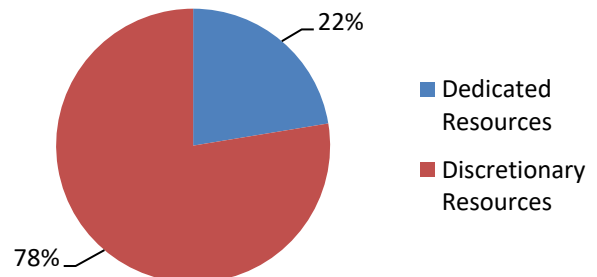
General Fund resources support functions such as: Planning, Public Safety & Justice, Parks, and Surveyor, as well as overhead departments such as: Assessment & Tax, Board of County Commissioners, Budget & Finance, Building & Grounds, Clerk & Elections, County Manger, and Human Resources.

General Fund Resources by Category		
Property Taxes/SIP	\$ 11,034,070	32%
State & Federal Revenue	\$ 1,262,430	4%
Timber	\$ 4,528,590	13%
Other Intergovernmental	\$ 3,298,550	9%
Other Revenue	\$ 4,592,380	13%
Transfers-In	\$ 659,750	2%
Fund Balance	\$ 6,357,020	18%
Fund Balance - Contingency	\$ 3,086,570	9%
Total Revenue	\$ 34,819,360	100%

*Other revenue consists of: Fines/Forfeits, Interest/Property, Charges for Services, Licenses & Permits, Other Revenue.

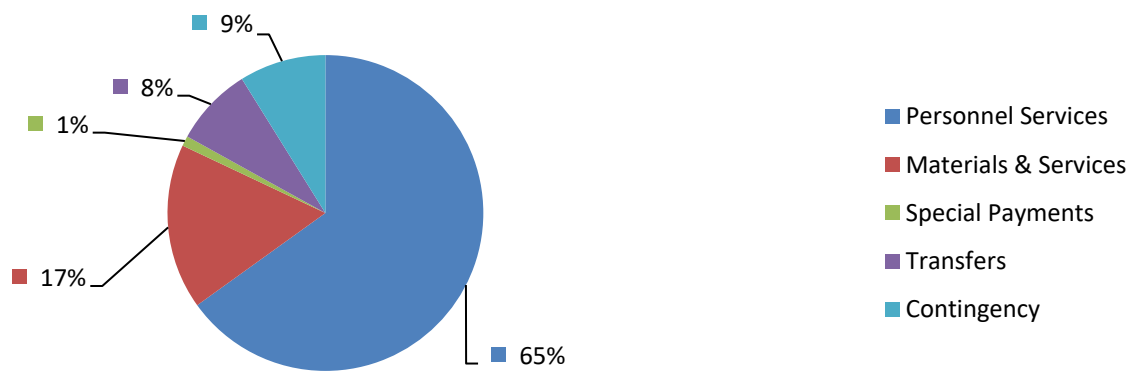


Discretionary vs. Dedicated Resources		
Dedicated Resources	\$ 7,803,260	22%
Discretionary Resources	\$ 27,016,100	78%
Total Resources	\$ 34,819,360	100%

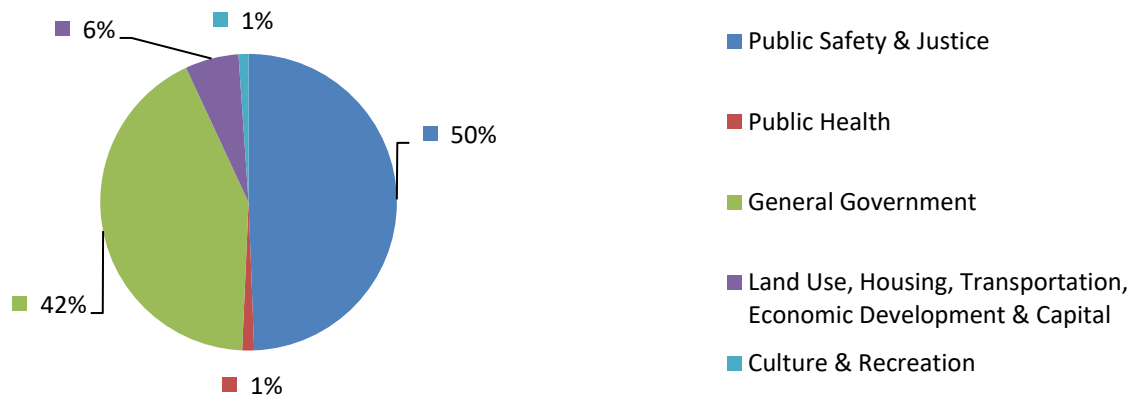


The County's General Fund

General Fund Expenditures by Category		
Personnel Services	\$ 22,658,930	65%
Materials & Services	\$ 5,899,370	17%
Special Payments	\$ 358,550	1%
Transfers	\$ 2,815,940	8%
Contingency	\$ 3,086,570	9%
Total General Fund Expenditures	\$ 34,819,360	100%

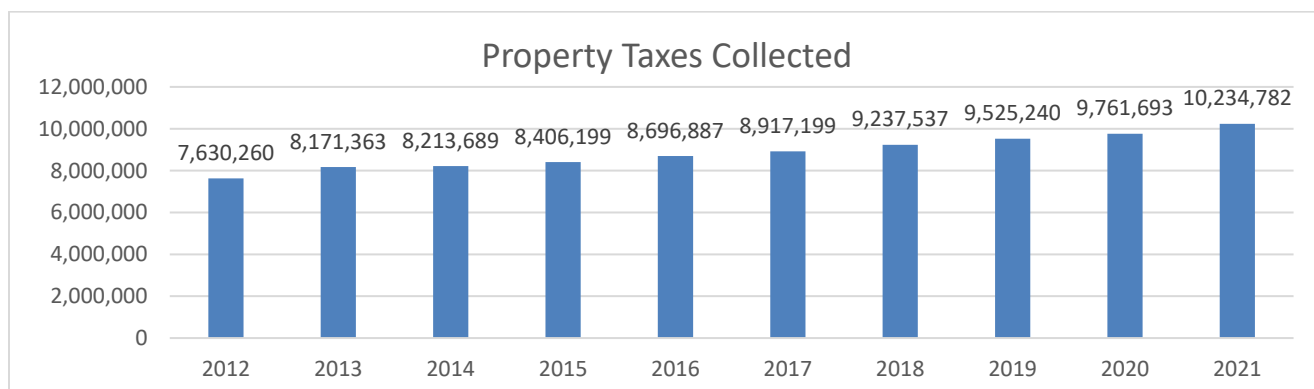


General Fund Expenditures by Functional Area		
Public Safety & Justice	\$ 17,199,460	50%
Public Health	\$ 450,230	1%
Culture & Recreation	\$ 378,990	1%
Land Use Housing, Transportation, Economic Development & Capital	\$ 2,032,800	6%
General Government	\$ 14,757,880	42%
Total General Fund Expenditures	\$ 34,819,360	100%



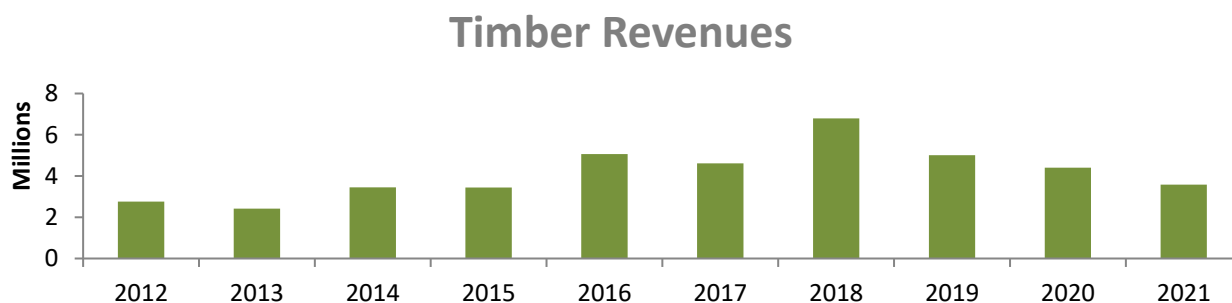
Property Taxes

The County's General Fund operating budget relies on property taxes for approximately 33% of its total budget. Measure 50 created a State property tax system which moved local governments from a dollar-based tax system to a rate based tax system. The County currently has a permanent tax rate of \$1.5338 per \$1,000 of assessed property value, which is the 11th lowest tax rate of the 36 Oregon Counties. The County tax rate funds County services. Other agencies such as the Cities and Schools also have tax rates for their services. All of these rates combine to represent a full property tax assessment that is reflected in the annual property tax statements provided by the County Assessment and Taxation – due to the assessor by November 15th of each tax year.



Timber Revenues

In addition to property tax revenues the County's General Fund operating Budget relies on revenues from timber sales that occur in the State Forest Trust Lands for approximately 13% of its total budget. These revenues fluctuate greatly and are heavily influenced by economic factors. To help offset the volatility of timber revenues the Board of Commissioners has adopted a policy that the General Fund is to retain no more than the lowest year of actual timber receipts over the last fifteen (15) years. All other timber monies received are to be transferred to be used to fund General Fund capital projects and the General Fund Stabilization account.



Capital Improvement Program

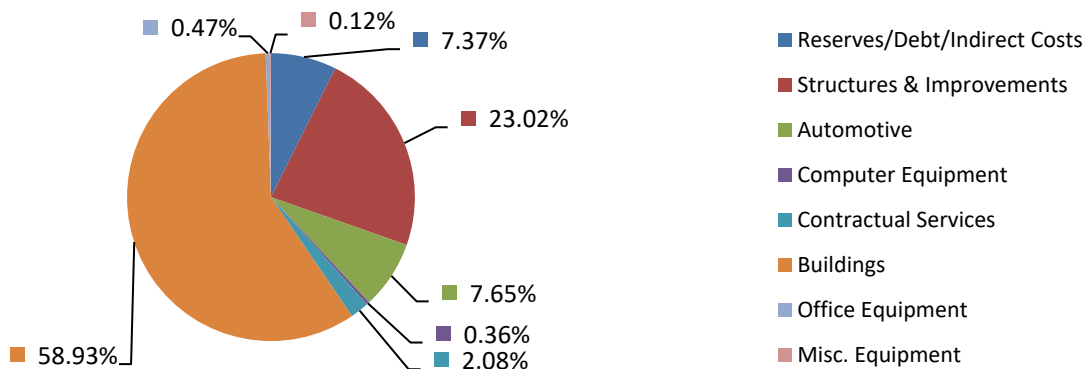
The Capital Improvement Program (CIP) section of the budget shows the County's investment in any project that adds or improves/extends the life of the County's infrastructure. The County budgets its major capital projects/purchases in one of three capital funds. Generally, projects with a total cost of \$5,000 or more are included in the CIP. The CIP projects are tracked in the following funds/organizational units:

1. **Industrial Revolving (325/5836)** – Pursuant to ORS 275.318, the monies in this fund are disbursed only upon written order of the County Commission and are for engineering, improvement, rehabilitation, construction, operation, or maintenance in whole or in part, including pre-project planning costs of any development project authorized by ORS 271.510, 271.540, and 280.500.
2. **Special Projects (100/2000)** – This organizational unit was established to make limited duration General Fund expenditures for capital or special projects. The resources of the fund are largely the revenues from the Oregon Department of Forestry which result from the harvest of timber in the Clatsop State Forest.
3. **Fleet Replacement (100/2002)** – This organizational unit was established to make purchases of county vehicles. The departments pay on an annual basis based on usage of existing vehicles to build up reserves for future vehicle purchases.
4. **Equipment Replacement (102/2001)** – This fund was created to allow for equipment replacement as necessary and scheduled under the Public Works replacement schedule.
5. **Parks & Land Acquisition (240/5815)** – This fund was created to allow for development of the County's park system.

Depending on the type of project, financing sources can include: Timber monies allocated to Special Projects, operating revenue, bonded debt, other one-time revenues, and/or a combination of several different revenue sources. The individual project descriptions within the larger budget document include information on the financing sources used for each project.

The most notable project included in the CIP for the 2022-23 budget year is:

- Remainder of construction of new jail facility (\$6,530,000)



Boards & Committees

Volunteer Opportunities

Have you ever thought about using your unique skills and talents to serve your community and make Clatsop County a better place? Perhaps you're interested in personal and professional growth or want additional networking opportunities. Or maybe you just love Clatsop County and want to engage in your community to enhance your civic pride. Volunteering may be just what you are looking for.

Clatsop County is seeking volunteers who can make a commitment to bettering our community by serving on our standing boards and committees. These groups serve as advisory bodies and make recommendations to the County Commissioners. Please consider joining the group of dedicated volunteers who help our county run smoothly.

How to Apply

Most appointments are made at the beginning of each year, but vacancies may occur at any time. Call 503-325-1000 for a list of current openings, a hard copy of the application form, or to be connected to a staff member who can answer questions you may have about the appointment. Appointments are approved by the Board of County Commissioners at monthly Board Meetings.

Applications are also available on line at www.co.clatsop.or.us.

Arts Council of Clatsop County: Supports, promotes, and advocates for the arts in Clatsop County.

Board of Property Tax Appeals: Hears petitions for reduction of Real Market or Assessed Values of property as of July 1, considers applications to excuse penalties and reviews the Assessor's Certified Ratio Study. Usually meets between February and April each year.

Budget Committee: Responsible for reviewing, with the Board of County Commissioners, the Proposed Budget that has been prepared by the Budget & Finance Office. Usually meets in May.

4-H and Extension Service Advisory Council: Cooperates with OSU Extension Service and Extension staff in planning, promoting, developing, implementing, and evaluating Extension programs to meet local needs. Meets Quarterly.

Fair Board: Responsible for the exclusive management of the Clatsop County Fairgrounds and organizing the annual county fair. Meets one evening a month.

Human Services Advisory Committee: Advises the Board of County Commissioners on Development Disabilities, Mental Health, and Alcohol & Drug Abuse services. The committee meets every other month to identify needs, establish priorities for publicly funded services, assist in selection of service providers, evaluate services, and provide a link to the public through advocacy and education.

Planning Commission: Advises the Board of County Commissioners on land-use planning, as well as conduct land-use hearings, and implements the county's zoning and comprehensive plan. Usually meets once a month, all day.

Public Safety Coordinating Council: Develops and recommends to the Board of County Commissioners a comprehensive local correction program for adults and juveniles, as well as coordinate local criminal justice policy. Meets once a month.

Boards & Committees

Recreation Lands Planning Advisory Committee: Assists in developing long-range plans for county parks, formulating amendments to the recreation lands element of the county's comprehensive land-use plan. Meets once a month.

Rural Law Enforcement District Advisory Committee: Elected by district voters to provide input to the Sheriff and County Commissioners on service levels, enforcement priorities, and the general operation of the district. Meets three times a year.

Southwest Coastal Citizens Advisory/Design Review Committee: Evaluates all construction design review applications for the Arch Cape area submitted to the County Planning Department. Meets twice a month.

Westport Sewer Service District Advisory Committee: Advises the Board of Commissioners on the operation of the district, including sewer rates and changes in boundaries. Meets as needed.

Glossary

Adopted Budget: The budget as finally adopted by the Board of Commissioners and representing the financial plan of the county for the fiscal year identified, which forms a basis for appropriations.

Appropriation: is an authorization granted by the governing body to make expenditures and to incur obligations for specific purposes, based on an adopted budget.

Approved Budget: The budget that has been approved by the budget committee which is then forwarded to the Board of Commissioners for adoption.

Assessed Valuation (AV): The value set on taxable property determined by the Clatsop County Assessor as a basis for levying property taxes. A tax initiative in 1997 set a 3% maximum annual growth rate in the AV, exclusive of certain improvements and new construction.

Beginning Balance: is unrestricted working capital (resources) on hand at the end of the fiscal year, available to fund the next year's operations. Typically, the fund balance is derived from actual revenues received less actual expenditures.

Budget Committee: A panel of citizens consisting of the Board of Commissioners and an equal number of lay members required by Oregon Local Budget Law (ORS 294.305).

Budgeted Resources: are resources to which recourse can be had to meet obligations and expenditures during the fiscal year covered by the budget. (ORS 294.311)

Capital Improvement Program (CIP): Annual appropriations from specific funding sources are shown in the County's budget for certain capital purposes such as building construction, vehicle purchases, land development, and some kinds of facility maintenance.

Charges for Service: Revenues received as compensation for a service provided or cost recovery for mandated compliance such as electrical permits and recording fees.

Contingency: is a budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted; use of contingency requires Board approval.

Dedicated Revenue: also known as *Restricted Revenue* is funds that can only be spent for specific purposes because of constitutional provisions or enabling legislation, or because of constraints that are externally imposed by creditors, grantors, contributors, or the laws or regulations of other governments.

Discretionary Revenue: is the primary source of funds over which the governing body has some options regarding the activities/purposes to which they are allocated.

Glossary

Expenditure: means total amount incurred if accounts are kept on accrual basis; total amount paid if accounts are kept on a cash basis. (Local Budgeting in Oregon 2012 Edition)

Fiscal Year (FY): is the 12-month period beginning July 1 and closing on June 30. [ORS 294.311(17)].

Full-Time Equivalent (FTE): is the ratio of time expended in a part-time position to that of a full-time position. The ratio is derived by dividing the amount of employed time required in the part-time position by the amount of employed time required in a corresponding full-time position.

Fund: means a fiscal and accounting entity with self-balancing accounts to record cash and other financial resources, related liabilities, balances and changes; all segregated for specific regulated activities and objectives. (Local Budgeting in Oregon 2012 Edition)

Fund Balance: means the fund equity of government funds. This is the assets minus the liabilities, leaving the dollars available to spend.

General Fund: is a fund used to account for most fiscal activities except for those activities required to be accounted for in another fund. (Local Budgeting in Oregon 2001 Edition)

Intergovernmental Federal Revenues: are monies received from other governments; such as fiscal aids, shared taxes, and reimbursements for services.

Intergovernmental State Revenues: are monies received from other state governments; such as fiscal aids, shared taxes, timber revenues, and reimbursements for services.

Materials and Services: is a category of accounts which establish expenditures for the operating expenses of County departments and programs.

Ordinance: is a written directive or act of a governing body that has full force and effect of law within the local government's boundaries, provided it does not conflict with a State statute or constitutional provision.

Organizational unit: is any administrative subdivision of the local government, especially one charged with carrying on one or more specific functions (such as a department, office or division). (Local Budgeting in Oregon 2012 Edition)

Permanent Rate: is the maximum rate of ad valorem property taxes that a local government can impose. Taxes generated from the permanent rate can be used for any purpose. No action of the local government can increase the permanent rate.

Glossary

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

Program: is a group of related activities to accomplish a major service or function for which the government is responsible. (Local Budgeting in Oregon 2012 Edition)

Property Taxes: Ad valorem tax or another tax on property certified to the county assessor by a local government unit.

Proposed budget: is the financial and operating plan prepared by the budget officer and submitted to the public and budget committee for review. (Local Budgeting in Oregon 2001 Edition)

Resolution: is an order of a governing body. This requires less legal formality and has lower legal status than an ordinance. Statutes or character will specify which actions must be by ordinance and which may be by resolution.

Resources: the estimated beginning fund balances on hand at the beginning of the fiscal year, plus all anticipated revenues. (Local Budgeting in Oregon 2012 Edition)

Revenues: are monies received or anticipated by a local government from either tax or nontax sources.

Special District: is an independent unit of local government generally organized to perform a single function. (i.e. sewer, roads, rural law enforcement, 4-H)

Transfers: are amounts distributed from one fund to finance activities in another fund. Shown as an expenditure in the originating fund, and as revenue in the receiving fund.

Unappropriated ending fund balance: is the amount set asides in the budget to be carried over to the next year's budget. It provides the local government with cash until tax money or other revenues are received later in the year.