

City of The Dalles, Oregon

Adopted Budget

Fiscal Year 2018-2019



CITY OF THE DALLES

ADOPTED BUDGET

Fiscal Year 2018 – 2019

City of The Dalles Budget Committee

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Presented By:

Julie Krueger, City Manager/Budget Officer
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DEPARTMENT MANAGERS

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Finance Director	Angie Wilson
Public Works Director	Dave Anderson
City Clerk	Izetta Grossman
Planning Director	Steve Harris
Library Director	Jeff Wavrunek
Police Chief	Patrick Ashmore
Human Resources	Daniel Hunter

**CITY OF THE DALLES
FY 18/19 BUDGET**

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**City of The Dalles, Oregon
FISCAL YEAR 2018-19
BUDGET MESSAGE**

The format of this budget document follows the pattern of previous years. We acknowledge the work of our Finance Director Angie Wilson, other Finance Department employees, and all of the Department Managers and their associated personnel who were involved in assembling this document.

The Budget Message begins with the section summarizing issues that affect the entire budget. The three areas that we touch on in Section I are:

1. Fiscal policies involved in the preparation of the budget
2. The City's Strategic Plan (formerly listed as Council Goals)
3. Personnel issues

The next section looks at the major aspects of the General Fund. The final two sections will look at major points of Public Works and Other Funds. There are narratives at the beginning of each department budget that provide further information. We also have sent or will send the Budget Committee several Budget Issue Papers (BIP) that further clarify specific issues. We will reference these papers throughout the budget message.

SECTION I. CITY WIDE BUDGET ISSUES

- A. **Proposed Fiscal Policies:** Major fiscal policies reflect the Council's goal of maintaining fiscal stability of the City and enhancing coordination and communication with other local agencies. The Budget Committee needs to look at each of these areas and determine if this is the direction they wish to have the City proceed. Following is a list of the policies used to prepare the proposed budget.
- Maintain Unappropriated Ending General Fund Balance (BIP 18-004) to equal four months of net operating expenses for the General Operating Fund
 - Maintain General Fund Contingency at least at 10% (BIP 18-004)
 - Five year Capital Improvement Plans in the General, Street, Water and Wastewater/Storm Sewer Funds (BIP 18-008 and 18-009)
 - Emphasis on maintenance and capital improvements that enhance current assets and Public Works infrastructure
 - The Street Department funding will include:
 - a) Revenues restricted by state law to the operation, maintenance and construction of City streets.
 - b) Feeds from underground utilities in right of way (water, sewer, natural gas)

- Administrative transfers used only as charges for services provided by receiving fund (BIP 18-007)
 - Public Works capital projects that involve construction contracts are to be budgeted in Public Works Capital Funds (BIP 18-009)
 - Water (BIP 18-014) and Wastewater (BIP 18-013) implement Master Plan system improvements
- B. **City's Strategic Plan:** The City's Strategic Plan, also referred to as performance benchmarking, (attached as Appendix VII) has replaced the goal setting process used in the past. The Plan includes the City's Vision, Mission, Goals, Values, Objectives, and Strategies. It allows the City to track performance benchmarks on all of our goals and objectives and provides much broader participation on the behalf of staff to help establish how to meet our goals.
- C. **Personnel Cost:** For compensation purposes, the City has four categories of employees as listed below.
1. **SEIU Represented General Employees.** This union includes Public Works, clerical, and Library positions. The SEIU employees will be in the second year of a three-year contract in FY18/19. The budget has proposed to receive a 2% COLA on July 1, 2018. The City's insurance premium payment increase is capped at 7% in FY18/19 for SEIU employees.
 2. **Police Union Employees.** The three year Police Association contract is effective July 1, 2016. A 2.5% COLA increase on July 1, 2018 is included in the proposed budget, along with a cap of 7% on the maximum amount the City will pay toward insurance premium increases.
 3. **Exempt Employees.** The proposed budget contains a 2% COLA as of July 1, 2018. The cap on the maximum the City will pay towards insurance premium increases at not more than 7% for FY18/19.
 4. **Contract Employees.** The City has three contract employees: the City Attorney, City Manager, and Municipal Court Judge. A 2% COLA has been included in the proposed budget, although salaries will not be set until after annual performance evaluations in May.

SECTION II.

GENERAL FUND

- A. **General Fund Resources:** General Fund budgeted resources have increased \$529,995 (7.11%) to the level of \$7,986,087. The beginning fund balance of \$2,329,702 reflects a decrease of 10.32% (\$267,976) over the current year actual. Below is a list of major variances.

1. Property Taxes. We have budgeted for an assessed value with a 93% collection rate in FY 2018-19. Property taxes are 29% of General Fund Revenues. This is a decrease over last year's 31%.
2. Franchise Fees: This year PUD fees are estimated to increase of an average 19% over last year, and other franchise fees are estimated to stay at the same as last year.
3. Transient Room Taxes: We are estimating that Transient Room Tax collection will be close to the same as budgeted from last year, with an estimated 2% increase.
4. Court Fines: Court Fines are continuing to increase, with an estimated 3% increase
5. Marijuana Revenue: In 2017/18 we received a larger amount of revenue than we are budgeting to receive in this next fiscal year. This is due to receiving State Shared Revenue from January 1, 2016 to June 30, 2018.
6. Parks and Recreation District: We are estimating to receive \$9,000 in the General Fund for providing accounting services.

B. **Expenditures**: The following chart summarizes the General Fund budget difference by category. BIP 18-002 summarizes the differences by department. The General Fund operating costs (Personnel and Materials & Services) budget are proposed to increase about 9.2% and new revenue increased 9.2%.

Breakdown	Current FY17/18	FY18/19 Request	\$ Difference	% Difference
General Fund Totals	9,454,638	10,315,789	866,151	9.2%
General Fund Breakdown	Current FY17/18	FY18/19 Request	\$ Difference	% Difference
Personnel Services	5,158,624	5,475,744	317,120	6.1%
Materials & Services	2,095,111	2,160,280	65,169	3.1%
Capital Outlay	149,750	137,250	(12,500)	-8.3%
Charges for Services	619,844	707,000	87,156	14.1%
Operating Transfers Out	215,000	113,000	(102,000)	-47.4%
Contingency/Unappropriated	1,216,309	1,722,515	506,206	41.6%
Total	9,454,638	10,315,789	861,151	9.108%

The following is a look at departments that have significant changes for the proposed budget. The following are items that should be highlighted.

1. City Council: This Department's contractual services (where the City budgets several programs where we are involved with other community partners) has been decreased by \$34,503. The Sister City donation will be \$7,500. This year, we have budgeted \$35,000 for Fort Dalles Fourth celebration, an additional \$10,000 over previous

years. MCCOG dues has been removed from this departmental budget. \$10,000 is budgeted for the LINK transportation system. We have budgeted \$15,000 for support of the Murals. We have budgeted \$20,345 for our Small Grants Program. (BIP 18-003)

2. Economic Development: This Department is requesting \$40,000 to fund an Economic Development strategy and retail market analysis. (BIP 18-015). We proposed to reduce the Main Street contribution back to the \$25,000 amount. We had budgeted \$50,000 for two years to assist with economic development in the downtown.
3. Police: The Police Department has budget for two all-wheel drive SUV pursuit rated vehicles in the amount of \$54,558 BIP (18-011). Police services cost 41% of the General Fund expenditures, and exceed property tax revenue by \$1,165,812.
4. Transfer to Street Fund: This year we will not be transferring \$150,000 to the Street Fund for our Streets Preventive Maintenance Program. With the Zayo Franchise as part of the transfer that is dedicated to the street fund and the beginning balance, we have enough in that fund to do our dedicated projects for FY 18/19.

SECTION III.

PUBLIC WORKS OPERATIONS

- A. Public Works Reserve Funds: For the past few years, we have used the three reserve funds associated with each of the Public Works operating funds to budget all capital projects that are being done by outside contracts and as reserves for future projects. The operating funds and their reserve funds are as follows (BIP 18-009):
 1. Street Fund (#05) - Street and Bridge Replacement Fund (#13)
 2. Water Fund (#51) - Water Capital Reserve Fund (#53)
 3. Wastewater Fund (#55) - Sewer Special Reserve Fund (#56) and Sewer Plant Construction Fund (#57)
- B. Street Fund: Gas Tax and State Shared Revenues are projected to increase by about 17% compared to those budgeted in 2017/18 due mostly to increased state funding. Local Fuel tax is expected to increase by \$10,000 over last year's budget. About \$81,402 from the Northwest Natural franchise fees is being placed in this fund for the fifth year. We will not be transferring \$150,000 from the General Fund into the Street Fund this year. With this funding, a total of \$633,892 is proposed to be budgeted for crack sealing and chip seal projects. Within Fund 13, the Transportation System Reserve Fund, the proposed FY 2018/19 budget allocates funds for the repair of structural cement on the 6th Street Bridge as identified by an ODOT bridge inspection report, the widening of West 6th Street at Snipes, and banking funds for the future completion of the Scenic Drive Stabilization Project Phase 2. These projects will utilize Surface Transportation Funds as allocated by the State which are funds that cannot be used for ordinary street maintenance activities. For the first time in many years, the

proposed FY 2018/19 budget includes \$100,000 for sidewalk construction projects which can be used as match monies for Safe Routes To Schools projects or for ADA sidewalk upgrades. Fund 13 also identifies \$606,042 in accumulated Transportation SDC funds that can only be used for projects that increase capacity of the transportation systems as identified in the updated Transportation System Plan (TSP).

- C. **Water Fund:** Even though the economy is experiencing higher rates of general inflation than it has for several years, we have not budgeted for a water rate increase in FY 2018/19 as industrial, commercial and residential water usage is again expected to increase due to new development and increased usage by existing industries. The proposed budget anticipates that law enforcement patrol of The Dalles Municipal Watershed will occur through contractual means rather than by funding one half of a City Police officer position.
- D. **Water Capital Reserve Fund:** The proposed FY 2018/19 budget allocates \$9,212,818 for the permitting, design, and construction of the Dog River Pipeline Replacement project. For that project, the budget includes a tentative funding offer from the Oregon Safe Drinking Water State Revolving Fund to provide \$1,030,000 in grant funding and \$2,970,000 as a 1%, 30-year loan, and staff has also applied for a \$1,000,000 grant from the Oregon Water Resources Department to help fund the project. The proposed budget identifies \$1,200,000 to repaint Garrison Reservoir. Also included in the proposed budget is \$6,500,000 to design and construct an Aquifer Storage and Recovery System which is to be fully funded from private sources. \$743,553 is budgeted for debt payments for the 2018 Utility Revenue Bond and ARRA loan. This is 13.2% of our user fees, down from 14.7% last year due to refinancing some of the existing debt.
- E. **Wastewater/Storm Sewer Fund:** No sewer rate increase is proposed in FY 2018/19 as industrial, commercial and residential wastewater usage is again expected to increase due to new development and increased usage by existing industries. Transfers to reserve funds have also been decreased from the prior year by 20% with completion of the Wastewater Treatment Plant Upgrade project in early FY 2018/19.
- F. **Sewer Special Reserve Fund:** : Revenues are transferred to this fund from the Wastewater/Storm Sewer Fund for wastewater and storm water system control and piping capital improvement projects (BIP 18-009). Dedicated storm water system fees are budgeted in this fund. Within the proposed budget, \$600,000 is allocated for the 4th Street Grade Sanitary Sewer Main Replacement project and \$400,000 is identified for sanitary sewer slip-lining projects. We will also have \$439,665 available for future storm water projects and \$257,761 for future sanitary sewer line projects.
- G. **Sewer Treatment Plant Construction:** This fund included \$815,000 in new money, including \$3,128,035 in reserve money set aside in prior years for Master Plan capital improvements. The schedule of projects to be funded with these monies was updated with the completion of the new Wastewater Master Plan. This year we are budgeting \$2,000,000 to complete work under a design-build contract for the Wastewater Treatment Plant Upgrade project, \$100,000 for additional electrical system upgrades at the Wastewater Treatment Plant, and \$752,636 for future plant projects. \$940,380 is

budgeted for debt payments related to the 2018 Utility Revenue Bond and the 2017 Clean Water State Revolving Fund loan.

SECTION IV. OTHER FUNDS

- A. **Library:** The Library Fund has been totally dependent for operating funds on the Library District for the past six years. The District will contribute \$1,270,314 in taxes to the City in FY18/19. The District is paying the General Fund \$80,391 for administrative services (BIP 18-007). This budget includes \$97,756 for new adult books & DVD shelving and furniture to the Library. (BIP 18-016)
- B. **Capital Projects Fund:** This fund will be receiving approximately \$91,425 this year from the lease with the State for the State Office Building. The remaining funds will be available for projects at the discretion of the City. This fund also has approximately \$262,616 in the Beginning Fund Balance that is discretionary. We have budgeted the following General projects in this fund;
1. Reserve for future City hall improvements. (\$206,381)
 2. \$18,000 is budgeted for City Hall and Police Building HVAC replacement.
 3. Update Security Cameras for City Hall in the amount of \$12,000.00
 4. \$7,600 is budgeted to replace video arraignment equipment in Judicial Department.
 5. \$3,500 is budgeted for new carpet in the City Manager/City Clerk Office.
 6. We have established a maintenance fund for the dock for future repairs in the amount of \$35,000.00.
 7. We have budgeted to replace the video cameras for the Police Department (BIP 18-011)
- C. **Special Grants Fund:** The Special Grants Fund includes the following projects:
1. Bike Hub Grant
 2. SHPO Grant
 3. Integrated Planning Grant for Brownsfields evaluation and prioritization.

SECTION V. SUMMARY

Page 1 of this budget is an Overview Summary of all funds. The total City Budget of \$63,408,070 represents a 36.88% decrease over last year's \$100,451,487 (as amended).

There were funding requests received that were not included in the proposed budget. They are listed below and can be considered by the Budget Committee.

- Main Street Program. \$25,000 was budgeted, but their funding request was for \$50,000.

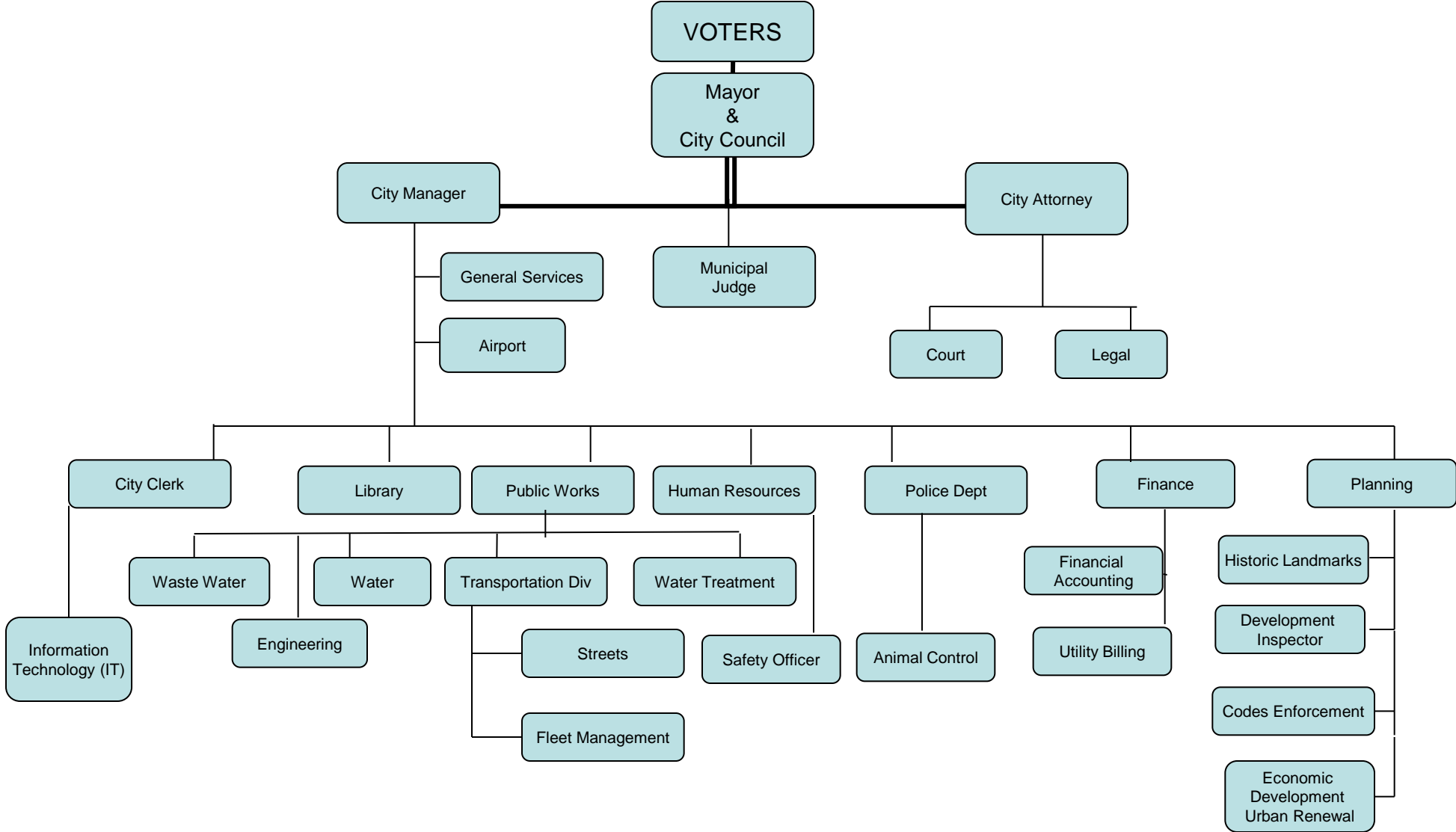
- Fort Dalles Fourth. \$35,000 was budgeted for fireworks (\$50,000 was requested) and \$15,000 was budgeted for mural restoration (\$20,000 was requested).
- Fire Museum Curation. \$1,800 is being requested for the addition of a display. This request came in after the budget was developed and is not included in the proposed budget.
- Blue Zones. A \$50,000 request was submitted after the budget was developed and is not included in the proposed budget.

If the Budget Committee were to add all these requests that are not included in the proposed budget, the General Fund would incur an additional \$96,800 in expenses, reducing the ending fund balance to \$851,888 and add if this then no longer meets the financial goal for the ending fund balance.

During the budget process we encourage the Budget Committee to ask questions for clarification and to identify any shifts in emphasis that they think should be made in the City's financial plan for the upcoming fiscal year.

Julie Krueger, City Manager/Budget Officer

City of The Dalles – Organizational Flow Chart



City of The Dalles, Oregon
Fiscal Year 2018-19 Budget
OVERVIEW SUMMARY OF ALL FUNDS

REVENUE/ COST CENTERS	GENERAL FUND	LIBRARY FUND	PUBLIC WORKS	AIRPORT SERVICES	CAPITAL IMPRV	SPECIAL REVENUE	DEBT SERVICE	FY18/19 BUDGET
BEGINNING BALANCE	2,329,702	1,270,713	11,498,032	416,325	744,308	3,586,276	40,432	19,885,788
REVENUES	6,916,733	1,334,065	13,696,636	465,441	175,863	1,573,627	2,465,451	26,627,816
OTHER SOURCES	1,069,354	-	15,380,946	65,000	-	57,310	321,856	16,894,466
	-	-	-	-	-	-	-	-
TOTAL RESOURCES	10,315,789	2,604,778	40,575,614	946,766	920,171	5,217,213	2,827,739	63,408,070
CITY COUNCIL	249,976							249,976
CITY CLERK	147,310							147,310
CITY MANAGER	337,836							337,836
LEGAL AND JUDICIAL	490,628							490,628
FINANCE/UTILITY BILLING	630,913							630,913
HUMAN RESOURCES	233,915							233,915
PLANNING/ECONOMIC DEV/CODES	747,431							747,431
POLICE	4,258,876							4,258,876
TECHNOLOGY	260,639							260,639
CITY HALL/TRANS CNTR	346,121							346,121
ANIMAL CONTROL	69,629							69,629
LIBRARY		1,490,048						1,490,048
STREET			2,562,757					2,562,757
WATER UTILITY SERVICES			3,732,259					3,732,259
WASTE WATER UTILITY SERV			3,527,251					3,527,251
TRANSPORTATION SYS RSRV			1,400,844					1,400,844
PUBLIC WORKS RESERVE			706,872					706,872
WATER DEPT CAP RESERVE			16,912,818					16,912,818
SEWER SPECIAL RESERVE			1,697,426					1,697,426
SEWER PLANT CONST			3,002,655					3,002,655
AIRPORT SERVICES				534,943				534,943
SPECIAL ASSESSMENTS					451,332			451,332
CAPITAL PROJECTS					331,981			331,981
FAA GRANT IMPROVEMENT FUND					-			-
UNEMPLOYMENT RESERVE FUND						85,322		85,322
COMMUNITY BENEVOLENCE FUND						11,642		11,642
SPECIAL GRANTS FUND						4,762,030		4,762,030
STATE OFFICE BLDG FUND						252,865		252,865
DEBT SERVICE			238,379		15,150		2,827,739	3,081,268
TOTAL EXPENDITURES	7,773,274	1,490,048	33,781,261	534,943	798,463	5,111,859	2,827,739	52,317,587
SPECIAL PAYMENTS	707,000	-	-	-	-	-	-	707,000
TRANSERS OUT	113,000	80,391	6,520,921	-	121,708	4,000	-	6,840,020
CONTINGENCY	773,827	217,346	273,432	411,823	-	101,354	-	1,777,782
UNAPP ENDING FUND BAL	948,688	816,993	-	-	-	-	-	1,765,681
TOTAL OTHER USES	2,542,515	1,114,730	6,794,353	411,823	121,708	105,354	-	11,090,483
TOTALS	10,315,789	2,604,778	40,575,614	946,766	920,171	5,217,213	2,827,739	63,408,070
	-	-	-	-	-	-	-	-
FUND TOTALS	-	-	-	-	-	-	-	-

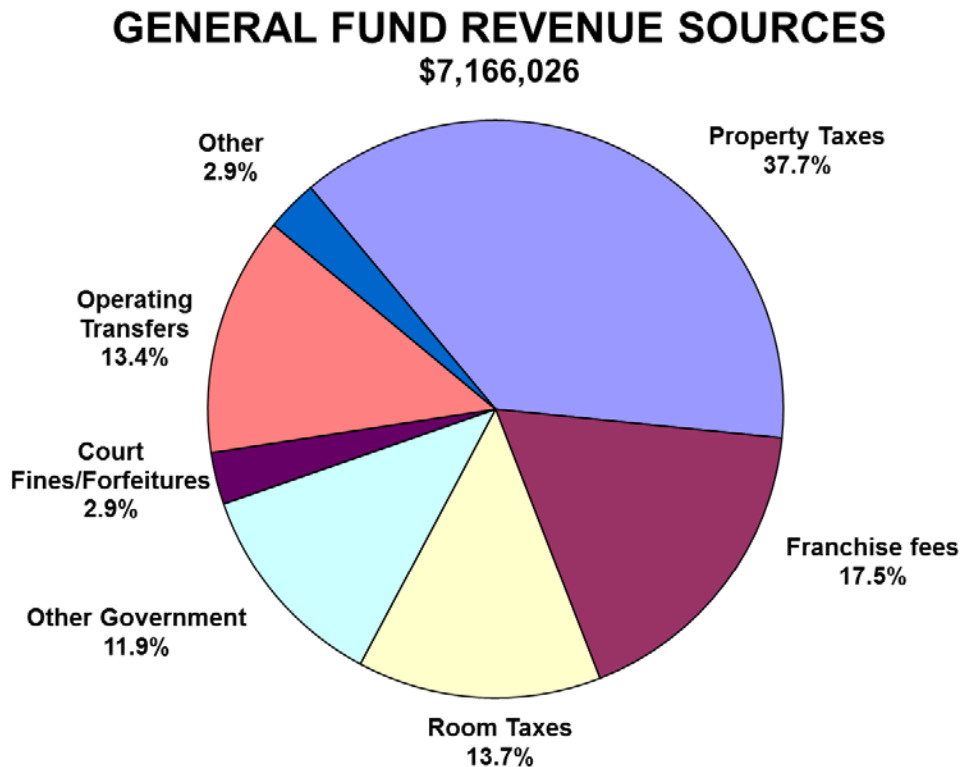
**City of The Dalles, Oregon
Fiscal year 2018-19 Budget
GENERAL FUND SUMMARY**

FY15/16	FY16/17	FY17/18		FY18/19	FY18/19	FY18/19
Actual	Actual	Budget	Revenue/Cost Centers	Proposed	Approved	Adopted
				Budget	Budget	Budget
2,031,249	2,313,090	1,998,546	BEGINNING BALANCE	2,329,702	2,329,702	2,329,702
6,388,346	6,652,806	6,358,745	REVENUES	6,916,733	6,916,733	6,916,733
1,169,288	1,113,734	1,097,347	OTHER SOURCES	1,069,354	1,069,354	1,069,354
9,588,883	10,079,630	9,454,638	TOTAL RESOURCES	10,315,789	10,315,789	10,315,789
281,499	350,319	290,772	CITY COUNCIL	249,976	249,976	249,976
127,386	122,390	147,516	CITY CLERK	147,310	147,310	147,310
353,910	178,910	349,924	CITY MANAGER	337,836	362,836	362,836
151,187	172,312	-	ECONOMIC DEVELOPMENT	-	-	-
451,784	464,416	497,761	LEGAL AND JUDICIAL	490,628	490,628	491,108
502,108	548,579	572,534	FINANCE & UTILITY BILLING	630,913	630,913	630,913
32,785	109,921	207,229	HUMAN RESOURCES	233,915	233,915	233,915
446,986	460,326	686,699	PLANNING/ECO DVLP/CODES ENF	747,431	747,431	722,431
3,448,318	3,487,781	3,954,403	POLICE	4,258,876	4,231,597	4,258,876
240,663	255,975	218,973	TECHNOLOGY DEPARTMENT	260,639	260,639	260,639
394,713	328,819	409,468	GENERAL SERVICES DEPT	346,121	346,121	346,121
84,050	81,497	-	CODES ENFORCEMENT	-	-	-
41,158	53,032	68,206	ANIMAL CONTROL	69,629	69,629	69,629
6,556,548	6,614,277	7,403,485	TOTAL EXPENDITURES	7,773,274	7,770,995	7,773,754
489,299	577,564	619,844	SPECIAL PAYMENTS	707,000	707,000	707,000
229,947	290,111	215,000	TRANSFER OUT	113,000	113,000	113,000
-	-	487,973	CONTINGENCY	773,827	773,827	773,827
-	-	728,336	UNAPPROPRIATED ENDING BAL	948,688	950,967	948,208
719,246	867,675	2,051,153	TOTAL OTHER USES	2,542,515	2,544,794	2,542,035
7,275,794	7,481,952	9,454,638	TOTAL EXPENDS & OTHER USES	10,315,789	10,315,789	10,315,789
2,313,089	2,597,678	-	FUND TOTAL	-	-	-

GENERAL FUND RESOURCES

General Fund resources consist of Beginning Fund Balance, Revenues and Other Financing Sources. The FY18/19 proposed Beginning Fund Balance is \$2,329,702, which is \$267,976.01 less than the actual for FY17/18. \$1,772,035 of the Beginning Balance is allocated to Contingency and Unappropriated Ending Fund Balance. The City Council has a goal of maintaining a 10% Contingency and this proposed budget meets that goal. However, the City also has a standard of maintaining an Unappropriated Ending Fund Balance equal to 4 months of expenditures so that the City will have funds to function until property taxes are received in November. The proposed budget has approximately met that requirement.

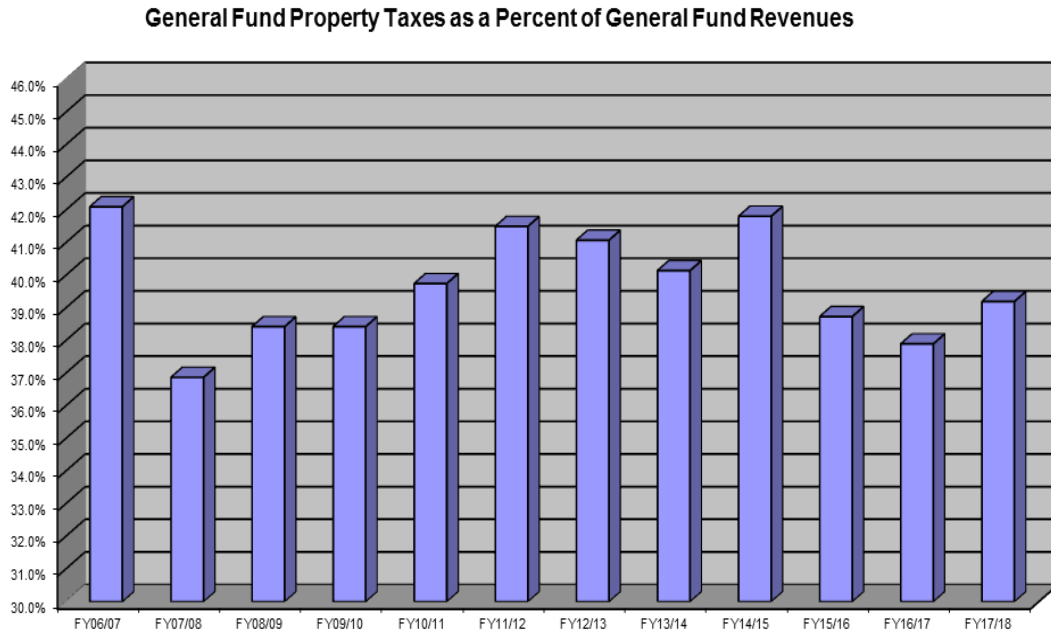
The Revenues proposed General Fund budget (\$7,986,087) includes *Property Taxes* (\$3,007,974), which account for 37.7% of this total. The *Operating Transfers In* (1,069,354) is the next largest revenue group and is 13.4% of total new revenues. The *Franchise Fees* (\$1,400,078) are at 17.5%, and *Transient Room Taxes* (\$1,091,276) are at 13.7% (Parks & Rec tax is at 25% of the total Transient Room Taxes). *Court Fines & Fees* (\$233,350) are at 2.9%, *Other Government* revenues (\$953,802) are 11.9%, and *Other* revenues (\$230,253) are at 2.9%, as shown below.



Ballot Measure 50 set maximum assessed value for the 1997-98 fiscal year, and allows for only a 3% increase in value annually, adjusted for new growth and other specific adjustments cited in the legislation. For the purpose of this budget, we did not do a 3% increase in value over the assessed value of 2017. No new value through annexation was added. The City's permanent

rate of \$3.0155 per thousand was applied to the estimated value resulting in an estimated levy amount. This amount is then adjusted by the anticipated 93% collection rate. In the last couple of years, Tax Compression due to Ballot Measure 10 has increased and is currently estimated at \$171,085.

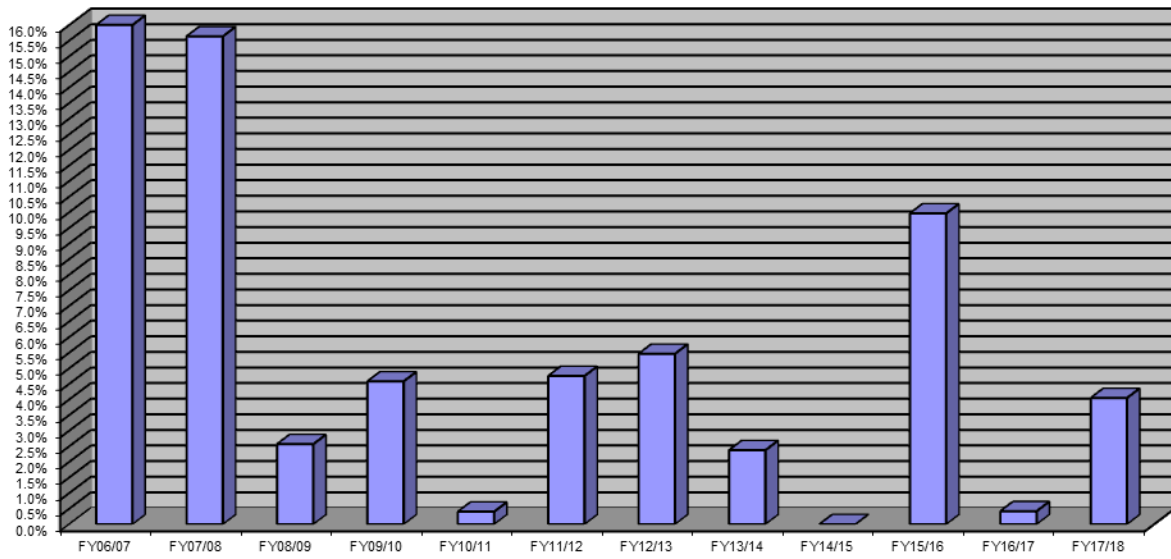
The following chart gives the percent of anticipated budget represented by property taxes in past years and in the proposed budget.



The *Operating Transfers In* revenues (with the exception of the Special Grants Fund and the Special Assessment Fund) represents payment from the Library and Public Works Funds for FY18//19 for administrative services provided by the General Fund, as well as the General Fund capital needs. These transfers to the General Fund are scheduled in lieu of direct charges for salaries, payroll costs, and materials charged to these other funds. From another perspective, if the General Fund did not provide these services, the Library and Public Works would be required to purchase them externally in order to provide their specific services. Administrative services provided to these other funds include financial support through processing of payroll, accounts payable, utility billing and collection, legal services, and administrative support of the City Council, City Manager and City Clerk.

The total increase in the General Fund resources (excluding Beginning Fund Balance) is 1.07% for FY18/19. This chart shows the annual increases in General Fund Revenue for the last 10 years.

Percent of change in General Fund Revenues (excluding Beginning Balances).



Significant revenue sources that increased in the proposed budget include property taxes and our Marijuana tax . and Franchise Fees.

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget
GENERAL FUND REVENUES**

FY15/16 Actual	FY16/17 Actual	FY17/18 Budget	Account Number	Account Description	FY18/19 Proposed Budget	FY18/19 Approved Budget	FY18/19 Adopted Budget
GENERAL FUND 001 REVENUES							
2,031,249	2,313,090	1,998,546	001-0000-300.00-00	BEGINNING BALANCE	2,329,702	2,329,702	2,329,702
2,596,267	2,828,486	2,793,509	001-0000-311.10-00	PROPERTY TAXES-CURR	2,897,349	2,897,349	2,897,349
156,682	106,363	129,273	001-0000-311.15-00	PROPERTY TAXES-PRIOR	104,325	104,325	104,325
28	13,856	30	001-0000-311.19-00	UNSEGREGATED TAX INT	6,300	6,300	6,300
42,167	40,071	36,921	001-0000-318.10-00	SPRINT	38,240	38,240	38,240
1,863	3,105	3,500	001-0000-318.15-00	ELECTRIC LIGHT WAVE	2,485	2,485	2,485
		5,000	001-0000-318.20-00	ZAYO GROUP	-	-	-
103,058	103,091	99,477	001-0000-318.30-00	CHARTER COMMUNICATIONS	102,453	102,453	102,453
57,354	83,972	80,000	001-0000-318.40-00	THE DALLES DISPOSAL	89,000	89,000	89,000
-	-	-	001-0000-318.25-00	LIGHT SPEED NETWORK	8,000	8,000	8,000
774,459	794,439	770,496	001-0000-319.10-00	TRANSIENT ROOM TAX	804,276	804,276	804,276
258,153	264,813	280,000	001-0000-319.20-00	TRANSIENT ROOM TAX-PARKS	287,000	287,000	287,000
2,970	2,380	2,300	001-0000-320.10-00	LOCAL LIQUOR LICENSES	2,910	2,910	2,910
5,165	6,605	6,000	001-0000-320.20-00	BUILDING PERMITS	6,000	6,000	6,000
1,420	2,730	2,000	001-0000-320.30-00	SIGN PERMITS	2,000	2,000	2,000
3,890	3,000	3,800	001-0000-320.90-00	OTHER LICENSES	3,200	3,200	3,200
11,193	11,585	12,164	001-0000-330.00-00	WASCO CO - PLANNING SHARE	12,180	12,180	12,180
			001-0000-330.20-00	PARKS & REC DISTRICT	9,000	9,000	9,000
108,493	183,391	161,110	001-0000-334.10-00	STATE REV SHARING	180,554	180,554	180,554
-		10,000	001-0000-335.50-00	MARIJUANA TAX	60,709	60,709	60,709
19,129	21,135	17,550	001-0000-335.60-00	STATE CIGARETTE TAX	17,697	17,697	17,697
260,779	202,702	220,249	001-0000-335.70-00	STATE LIQUOR TAXES	268,662	268,662	268,662
21,354	88,882	85,509	001-0000-337.10-00	URBAN RENEWAL	80,391	80,391	80,391
810,214	937,448	820,260	001-0000-337.60-00	PUD INTERGOVT	1,140,000	1,140,000	1,140,000
19,466	16,350	19,740	001-0000-337.80-00	QLIFE ROW FEES	19,900	19,900	19,900
2,575	1,803	2,000	001-0000-341.80-00	COPIES, PLANS, ORD'S ETC	2,000	2,000	2,000
23,211	39,523	19,905	001-0000-341.90-00	MISC SALES AND SRVCS	24,000	24,000	24,000
4,350	9,375	5,200	001-0000-343.01-00	PLANNING FEES	7,500	7,500	7,500
228,852	239,128	223,000	001-0000-351.10-00	COURT FINES/FORFEITURES	228,850	228,850	228,850
6,400	4,000	6,000	001-0000-351.15-00	TOWING FINES & FEES	4,500	4,500	4,500
9,751	21,010	6,000	001-0000-361.00-00	INTEREST REVENUES	37,500	37,500	37,500
10,414	7,902	7,752	001-0000-363.50-00	PROPERTY RENTALS	7,752	7,752	7,752
16,327	7,856	-	001-0000-366.00-00	QLIFE ADMIN SERVICES	-	-	-
107,364	163,041	125,000	001-0000-369.00-00	OTHER MISC REVENUES	57,000	57,000	57,000
725,000	444,764	405,000	001-0000-369.10-00	ENTERPRISE ZONE PAYMENTS	405,000	405,000	405,000
70,957	86,133	84,999	001-0000-391.04-00	TRNSFR FROM LIBRARY FUND	80,391	80,391	80,391
175,497	175,938	177,694	001-0000-391.05-00	TRNSFR FROM STREET FUND	197,427	197,427	197,427
3,000	3,000	5,000	001-0000-391.18-00	TRNSFR FROM SPECIAL GRANTS FUND	4,000	4,000	4,000
10,000	10,000	10,000	001-0000-391.36-00	TRNSFR FROM SPCL ASSESSMENTS FUND	10,000	10,000	10,000
105,000		-	001-0000-391.37-00	TRNSFR FROM CAPITAL PROJECT FUND	-	-	-
469,066	482,591	477,779	001-0000-391.51-00	TRNSFR FROM WATER UTILITY FUND	442,622	442,622	442,622
332,755	344,255	341,875	001-0000-391.55-00	TRNSFR FROM WASTEWATER UTILITY	334,914	334,914	334,914
3,013	11,817	-	001-0000-392.00-00	SALE OF FIXED ASSETS	-	-	-
9,588,883	10,079,630	9,454,638	TOTAL GENERAL FUND REVENUES		10,315,789	10,315,789	10,315,789

**City of The Dalles, Oregon
Proposed Fiscal Year 2018-2019 Budget**

Fund: General (001)
Department: City Council (01)
Program: Administration (410)

Mission

Establishing policies, visions, and goals to lead The Dalles into the future.

Description

The City Council is the governing body of the City of The Dalles. Its five voting members and the Mayor set the direction for the City, establishing policies and laws. Specific voter approved powers for the Council are contained in the City Charter, while Council's own administrative and operational policies are adopted by ordinance or resolution.

City Council is charged with the appointment of the City Manager, City Attorney and Municipal Judge. They adopt the annual budget and perform all other actions necessary to guide the government, while representing concerns of the citizens of The Dalles. The Dalles City Council positions are volunteer positions and are elected by the entire electorate of the City. The Mayor and Councilor at Large are elected for two-year terms and the remaining four positions are nominated from districts, serving staggered four-year terms.

2018-2019 Goals, Projects and Highlights

- The City Council has revised its goals for Fiscal Year 2018-19 and are now using the performance benchmarking style of objectives. The goals are included in the Performance Benchmarking Plan, starting on page 4.

2017-2018 Accomplishments/Comments

- Completed a 3 year street maintenance program.
- Continued with Phase I improvements to Wastewater Treatment Plant, including a renewable energy component.
- Continued safety plan to reduce worker's compensation premiums.

Major Issues to be resolved in the next 5 years

- Adequate funding for street maintenance.
- Maintaining current General Fund services.
- Complete Dog River Pipeline project.

2018-19 Budget Detail

The City Council's travel budget includes funding for the annual League of Oregon Cities (LOC) Conference and travel with the Community Outreach Team to participate in the official lobbying trips to Washington D.C.

The Council's Memberships and Dues line item covers all of the organizations the City belongs to:

1. LOC	\$ 10,350
2. MCCEDD	\$ 6,900
3. National League of Cities	\$1,500
4. Oregon Mayors Association	\$ 135
5. Chamber of Commerce	\$ 600
TOTAL	\$19,485

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget
GENERAL FUND - CITY COUNCIL**

FY15/16	FY16/17	FY17/18	Account Number	Account Description	FY18/19 Proposed Budget	FY18/19 Approved Budget	FY18/19 Adopted Budget
				CITYCOUNCIL			
176,348	119,825	134,348	001-0100-000.31-10	CONTRACTUAL SERVICES	99,845	99,845	99,845
13,207	27,566		001-0100-000.31-60	LABOR NEGOTIATIONS	20,000	20,000	20,000
43,550	32,350	35,664	001-0100-000.32-10	AUDITING SERVICES	37,600	37,600	37,600
-		2,000	001-0100-000.39-00	OTHER CONTRACTUAL SVCS	-	-	-
10,959	15,058	22,500	001-0100-000.58-10	TRAVEL, FOOD & LODGING	23,500	23,500	23,500
595	1,285	900	001-0100-000.58-50	TRAINING AND CONFERENCES	900	900	900
-		500	001-0100-000.58-60	WORKSHOPS	-	-	-
30,222	30,317	30,995	001-0100-000.58-70	MEMBERSHIPS/DUES/SUBSCRIP	19,485	19,485	19,485
467	827	500	001-0100-000.60-10	OFFICE SUPPLIES	500	500	500
4,770	121,399	58,365	001-0100-000.60-50	SAFETY SUPPLIES/EQUIP	45,646	45,646	45,646
1,381	1,692	5,000	001-0100-000.69-50	MISCELLANEOUS EXPENSES	2,500	2,500	2,500
-	-	-	001-0100-000.69-80	ASSETS < \$5000	-	-	-
281,499	350,319	290,772		TOTAL MATERIALS & SERVICES	249,976	249,976	249,976

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget**

Fund:	General (001)	Number of Employees:	1
Department:	City Clerk (0200)		
Program:	Administration (000)		

Mission

The City Clerk’s role in municipal government is to support the administration, City Council, and citizenry, by providing timely, accurate information, keeping an orderly accounting of the City’s records and preserving the municipality’s history.

Description

The City Clerk Department is a vital communication link between local government and its citizens. The City Clerk’s office provides a wide range of services, including support to the Mayor, City Council, City Manager, City departments, other local governing bodies, and citizens, without exception.

Some major administrative services performed by the department include: Clerk of the City Council, Records Manager, Elections Officer, analyst to the City Manager, Information Officer, interpretation of public records and meetings law. The City Clerk oversees the Technology Department.

The City Clerk Department will continue to provide support services and any additional services needed to assist with local government functions, while remaining approachable, accessible, and responsive.

2018-19 Goals, Projects and Highlights

- Coordinate the award of contract and first phase implementation of technologically sound Records Management System
- Continue to implement user-friendly updates to the City’s Facebook page and website
- Assist Technology Manager and develop a job description for an additional employee
- Begin succession planning
- Continue training for Certified Municipal Clerk certificate
- Develop plan for greater involvement of Region VI with OAMR

2017-18 Accomplishments/Comments

- Award of Codification Contract
- Completed the conversion of Ordinances to online Codification system
- Reorganized permanent record storage
- Published Quarterly City Newsletter
- Assisted the new Tourism Director with contacts and processes regarding ship scheduling and mooring at Commercial Dock facility and park events, including coordination to facilitate needs of ships

- Completed Professional Development 2 training toward Certified Municipal Clerk certificate
- Elected Region VI Director for Oregon Association of Municipal Recorders

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget
GENERAL FUND - CITY CLERK**

FY15/16	FY16/17	FY17/18	Account Number	Account Description	FY18/19 Proposed Budget	FY18/19 Approved Budget	FY18/19 Adopted Budget
Actual	Actual	Budget					
CITY CLERK							
86,237	78,867	81,645	001-0200-000.11-00	REGULAR SALARIES	87,475	87,475	87,475
16,148	17,567	19,001	001-0200-000.21-10	MEDICAL INSURANCE	19,696	19,696	19,696
451	552	514	001-0200-000.21-20	L-T DISABILITY INSURANCE	551	551	551
42	44	50	001-0200-000.21-30	LIFE INSURANCE	50	50	50
353	263	263	001-0200-000.21-40	WORKERS COMP INSURANCE	280	280	280
6,464	5,973	6,246	001-0200-000.22-00	FICA	6,692	6,692	6,692
11,613	10,744	11,022	001-0200-000.23-00	RETIREMENT CONTRIBUTIONS	11,809	11,809	11,809
676	2,134	4,710	001-0200-000.28-00	VEBA CONTRIBUTIONS	5,047	5,047	5,047
60			001-0200-000.29-00	OTHER EMPLOYEE BENEFITS			
122,044	116,144	123,451	TOTAL PERSONNEL SERVICE		131,600	131,600	131,600
1.0		1.0	Total Full-Time Equivalent (FTE)		1.0	1.0	
25	29	17,530	001-0200-000.31-10	CONTRACTUAL SERVICES	8,200	8,200	8,200
499	499	550	001-0200-000.43-40	OFFICE EQUIPMENT	500	500	500
112	7	100	001-0200-000.53-20	POSTAGE	100	100	100
997	1,199	1,285	001-0200-000.53-30	TELEPHONE	1,285	1,285	1,285
270	2,489	2,200	001-0200-000.58-10	TRAVEL, FOOD & LODGING	2,800	2,800	2,800
1,125	1,255	1,250	001-0200-000.58-50	TRAINING AND CONFERENCES	1,575	1,575	1,575
217	367	250	001-0200-000.58-70	MEMBERSHIPS/DUES/SUBS	250	250	250
493	337	600	001-0200-000.60-10	OFFICE SUPPLIES	600	600	600
-		100	001-0200-000.64-10	BOOKS AND PERIODICALS	100	100	100
-	64	200	001-0200-000.69-50	MISCELLANEOUS EXPENSES	300	300	300
1,605			001-0200-000.69-80	ASSETS < \$5000			
5,342	6,246	24,065	TOTAL MATERIALS AND SERVICES		15,710	15,710	15,710
127,386	122,390	147,516	TOTAL CITY CLERK DEPARTMENT		147,310	147,310	147,310

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget**

Fund:	General (001)	
Department:	City Manager (0300)	Number of Employees: 2.0
Program:	Administration (410)	

Mission

Provide leadership in implementing Council policies and services.

Description

The City Manager's position plays a unique role in assisting the democratic processes of our representative local government. Guided by the vision and goals of the City Council, it is the City Manager's charge to accomplish the policies set out by the Council. Often, this is performed by facilitating public processes, hearing and responding to the issues concerning citizens, offering alternative solutions, representing the position of the governing body, and offering education regarding the provision of public services and infrastructure.

The City Manager guides and shapes the organization in response to the leadership of the City Council and in accordance with sound management practices. The City Charter provides that this position is the administrative head of city government, specifically mentioning personnel administration and the supervision of public utilities and property.

2018-19 Activities and Highlights

- The City Manager will be very involved in moving forward the City Council's Performance Benchmarking Plan for 2018-19. The Plan is in the front section of the budget document.
- Work and partner on homeless issues.
- Continue building relationships with governmental and other partners.
- Update of City's Vision Action Plan

2017-18 Accomplishments

- Continued work on Phase 1 improvements at the Wastewater Treatment Plant (WWTP).
- Continued relations with governmental partners.
- Improved communications with City Council, staff, citizens, and community partners.
- Continued economic development work in the downtown, working to bring new development, partnering with Main Street Program.
- Continued improvements in employee safety programs and committees.

Major Issues to be Resolved in the Next 5 Years

- The issues identified under the Performance Benchmarking Plan.
- Continue information flow to and communication with City Council.

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget
GENERAL FUND - CITY MANAGER**

FY15/16	FY16/17	FY17/18	Account	Account	FY18/19	FY18/19	FY18/19
Actual	Actual	Budget	Account Number	Description	Proposed	Approved	Adopted
					Budget	Budget	Budget
CITY MANAGER							
240,072	110,000	178,597	001-0300-000.11-00	REGULAR SALARIES	184,938	184,938	184,938
-	-	12,320	001-0300-000.12-00	PARTTIME/TEMP SALARIES	-	-	-
-	-	-	001-0300-000.13-00	OVERTIME SALARIES	-	-	-
36,050	17,556	29,151	001-0300-000.21-10	MEDICAL INSURANCE	46,073	46,073	46,073
308	594	1,125	001-0300-000.21-20	L-T DISABILITY INSURANCE	1,165	1,165	1,165
42	50	50	001-0300-000.21-30	LIFE INSURANCE	99	99	99
1,009	552	2,069	001-0300-000.21-40	WORKERS COMP INSURANCE	941	941	941
11,168	8,250	14,605	001-0300-000.22-00	FICA	14,148	14,148	14,148
33,943	18,782	24,361	001-0300-000.23-00	RETIREMENT CONTRIBUTIONS	29,292	29,292	29,292
12,740	7,192	11,062	001-0300-000.28-00	VEBA CONTRIBUTIONS	9,736	9,736	9,736
25	5	-	001-0300-000.29-00	OTHER EMPLOYEE BENEFITS	-	-	-
335,356	162,981	273,340	TOTAL PERSONNEL SERVICE		286,392	286,392	286,392
2.0		1.0	Total Full-Time Equivalent (FTE)		2.0	2.0	
49	175	50,518	001-0300-000.31-10	CONTRACTUAL SERVICES	25,060	50,060	50,060
6,730	5,961	5,000	001-0300-000.43-40	OFFICE EQUIPMENT	5,000	5,000	5,000
750	-	-	001-0300-000.43-53	VEHICLE ALLOWANCE	-	-	-
180	210	500	001-0300-000.53-20	POSTAGE	500	500	500
1,945	1,979	2,184	001-0300-000.53-30	TELEPHONE	2,814	2,814	2,814
		300	001-0300-000.54-10	ADVERTISING	-	-	-
197	495	4,800	001-0300-000.58-10	TRAVEL, FOOD & LODGING	5,400	5,400	5,400
-	740	4,672	001-0300-000.58-50	TRAINING AND CONFERENCES	1,860	1,860	1,860
1,401	335	2,010	001-0300-000.58-70	MEMBERSHIPS/DUES/SUBS	2,010	2,010	2,010
4,483	3,937	4,200	001-0300-000.60-10	OFFICE SUPPLIES	4,200	4,200	4,200
		600	001-0300-000.60-85	SPECIAL SUPPLIES	-	-	-
		200	001-0300-000.60-80	CLOTHING	-	-	-
-		100	001-0300-000.64-10	BOOKS AND PERIODICALS	-	-	-
455	536	1,500	001-0300-000.69-50	MISCELLANEOUS EXPENSES	1,500	1,500	1,500
2,365	1,561		001-0300-000.69-80	ASSETS < \$5000	3,100	3,100	3,100
18,555	15,929	76,584	TOTAL MATERIALS AND SERVICES		51,444	76,444	76,444
353,910	178,910	349,924	TOTAL CITY MANAGER		337,836	362,836	362,836

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget**

Fund:	General (001)	Number of Employees:	27 (25.5 FTE)
Department:	Police (1300)		
Program:	Public Safety (000)		

Mission:

The protection of persons and their property in order to maintain and promote the safety of the public and the livability of our community.

Description

The Police Department is responsible for the public safety within the city limits of the City of The Dalles. Services include but are not limited to:

- Protection of life and property
- The Detection and apprehension of offenders
- Enforcement of state laws, city ordinances, and traffic laws
- Protection of The Dalles Municipal Watershed

The department is budgeted for 25 full time positions and 2 part-time.

- 1 Chief
- 1 Captain
- 4 Sergeants
- 17 Police Officers
- 1 Administrative Secretary
- 1 Department Secretary
- 1 part-time Evidence Officer
- 1 part-time Holiday Downtown Parking Officer

Non-enforcement programs include:

- Neighborhood Watch
- Police Reserves
- Parent Aid Drug Testing Program
- Neighborhood Enforcement Action Team (NEAT)

The neighbor enforcement Action Team (NEAT) officer is one officer focused on community based problem solving in the schools, neighborhoods, down town area, homeless population, outstanding fugitives enforcement, and out of compliance of sex offenders enforcement. We are seeking funding for a full time NEAT officer.

2018-2019 Goals, Projects and Highlights

- Continuance of good interagency relationships
- Accountability
- Build trust and transparency with the community
- Excellence in customer service
- Pursuit of upgrades in Technology and Equipment to meet industry standards
- Quality through continuous improvement
- Build up Reserve program
- Continue to support the MINT team infrastructure and personnel to meet the needs of this community

2017-2018 Accomplishments/Comments

- Identified and Implemented needed policy overview and updates (3 officer committee)
- Improved discipline process with both consistency and proper documentation
- Implemented new MDT/tablets
- Updated and improved our Use of Force Reporting
- Hired two new police officers
- Identified and began the process of updating police packages for patrol cars
- Implemented new Taser lease program
- Increased line training for police officers
- Implemented a Defensive Tactics Program
- Implemented a Peer Support Program
- Implemented a “Future Leader” mentorship program
- Implemented daily shift briefings for officers and supervisor’s to share information
- Implemented “Police One” online training for officers
- Promoted two Sergeants

Major Issues to be resolved in the next five years

- Upgrades in equipment and technology
- Issues with homeless
- Recruiting
- Management succession plan
- Building the trust and improving our relationship with the Hispanic Community

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget
GENERAL FUND – LEGAL**

FY15/16 Actual	FY16/17 Actual	FY17/18 Budget	Account Number	Account Description	FY18/19 Proposed Budget	FY18/19 Approved Budget	FY18/19 Adopted Budget
LEGAL & JUDICIAL							
LEGAL							
144,758	154,226	156,281	001-0700-000.11-00	REGULAR SALARIES	159,407	159,407	159,407
8,209			001-0700-000.12-00	PARTTIME/TEMP SALARIES	-	-	-
-		250	001-0700-000.13-00	OVERTIME SALARIES	250	250	250
22,510	26,540	28,701	001-0700-000.21-10	MEDICAL INSURANCE	29,749	29,749	29,749
753	908	985	001-0700-000.21-20	L-T DISABILITY INSURANCE	1,004	1,004	1,004
85	89	99	001-0700-000.21-30	LIFE INSURANCE	99	99	99
694	564	530	001-0700-000.21-40	WORKERS COMP INSURANCE	539	539	539
11,662	11,906	11,956	001-0700-000.22-00	FICA	12,195	12,195	12,195
20,699	19,776	21,098	001-0700-000.23-00	RETIREMENT CONTRIBUTIONS	21,520	21,520	21,520
-	154	2,966	001-0700-000.28-00	VEBA CONTRIBUTIONS	3,026	3,026	3,026
-		-	001-0700-000.29-00	OTHER EMPLOYEE BENEFITS			
209,371	214,163	222,866	TOTAL PERSONNEL SERVICE		227,789	227,789	227,789
2.3	2.0	2.0	Total Full-Time Equivalent (FTE)		2.0	2.0	
604	14,293	15,833	001-0700-000.31-10	CONTRACTUAL SERVICES	10,773	10,773	10,773
1,130	10,209	2,800	001-0700-000.32-20	SPECIAL LEGAL SERVICES	2,300	2,300	2,300
-		-	001-0700-000.43-40	OFFICE EQUIPMENT			
-	8	600	001-0700-000.50-10	CRIME VICTIMS ASSISTANCE	480	480	480
199	225	250	001-0700-000.53-20	POSTAGE	250	250	250
2,777	2,884	3,000	001-0700-000.53-30	TELEPHONE	3,000	3,000	3,000
465	1,112	1,311	001-0700-000.58-10	TRAVEL, FOOD & LODGING	1,440	1,440	1,440
506	1,110	735	001-0700-000.58-50	TRAINING AND CONFERENCES	765	765	765
672	672	700	001-0700-000.58-70	MEMBERSHIPS/DUES/SUBS	707	707	707
1,284	1,594	1,200	001-0700-000.60-10	OFFICE SUPPLIES	1,600	1,600	1,600
21,394	21,911	21,000	001-0700-000.64-10	BOOKS AND PERIODICALS	21,000	21,000	21,000
60		60	001-0700-000.69-50	MISCELLANEOUS EXPENSES	50	50	50
-	1,537	1,800	001-0700-000.69-80	ASSETS < \$5000	-	-	-
29,090	55,555	49,289	TOTAL MATERIALS AND SERVICES		42,365	42,365	42,365
238,462	269,718	272,155	SUB-TOTAL LEGAL		270,154	270,154	270,154

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget
GENERAL FUND – JUDICIAL**

FY15/16 Actual	FY16/17 Actual	FY17/18 Budget	Account Number	Account Description	FY18/19 Proposed Budget	FY18/19 Approved Budget	FY18/19 Adopted Budget
JUDICIAL							
49,600	54,577	49,500	001-0750-000.11-00	REGULAR SALARIES	48,043	48,043	48,523
31,897	21,222	29,820	001-0750-000.12-00	PARTTIME/TEMP SALARIES	29,820	29,820	29,820
3,314	2,398	2,142	001-0750-000.13-00	OVERTIME SALARIES	2,079	2,079	2,079
16,149	17,568	19,001	001-0750-000.21-10	MEDICAL INSURANCE	19,696	19,696	19,696
309	333	312	001-0750-000.21-20	L-T DISABILITY INSURANCE	303	303	303
53	50	50	001-0750-000.21-30	LIFE INSURANCE	50	50	50
1,374	1,064	1,093	001-0750-000.21-40	WORKERS COMP INSURANCE	1,089	1,089	1,089
6,381	5,866	6,068	001-0750-000.22-00	FICA	5,957	5,957	5,957
6,839	6,558	6,359	001-0750-000.23-00	RETIREMENT CONTRIBUTIONS	6,162	6,162	6,162
871	888	1,333	001-0750-000.28-00	VEBA CONTRIBUTIONS	1,293	1,293	1,293
116,786	110,524	115,678	TOTAL PERSONNEL SERVICE		114,492	114,492	114,972
1.7	1.5	1.5	Total Full-Time Equivalent (FTE)		1.5	1.5	
9,059	7,788	8,600	001-0750-000.31-10	CONTRACTUAL SERVICES	8,654	8,654	8,654
-	301	750	001-0750-000.31-30	PRISONER MEDICAL SVCS	750	750	750
292	822	750	001-0750-000.31-85	WITNESS/JURY FEES	750	750	750
40,334	39,787	46,828	001-0750-000.31-90	PROSECUTING ATTORNEY	45,828	45,828	45,828
39,429	30,765	42,000	001-0750-000.32-30	COURT APPT ATTORNEY FEES	42,000	42,000	42,000
2,150	1,200	2,000	001-0750-000.33-15	INTERPRETOR FEES	2,000	2,000	2,000
1,310	787	1,000	001-0750-000.53-20	POSTAGE	1,200	1,200	1,200
400	400	400	001-0750-000.53-30	TELEPHONE	400	400	400
461		3,300	001-0750-000.58-10	TRAVEL, FOOD & LODGING	1,300	1,300	1,300
777	991	1,000	001-0750-000.58-50	TRAINING AND CONFERENCES	1,000	1,000	1,000
200	325	250	001-0750-000.58-70	MEMBERSHIPS/DUES/SUBS	350	350	350
2,124	963	1,000	001-0750-000.60-10	OFFICE SUPPLIES	1,700	1,700	1,700
-	45	50	001-0750-000.64-10	BOOKS AND PERIODICALS	50	50	50
-		-	001-0750-000.69-50	MISCELLANEOUS EXPENSES			
-		-	001-0750-000.69-70	CASH SHORT/LONG			
-		2,000	001-0750-000.69-80	ASSETS < \$5000			
96,536	84,174	109,928	TOTAL MATERIALS AND SERVICES		105,982	105,982	105,982
213,322	194,698	225,606	SUB-TOTAL JUDICIAL		220,474	220,474	220,954
451,784	464,416	497,761	TOTAL LEGAL & JUDICIAL DEPARTMENT		490,628	490,628	491,108

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget**

Fund:	General (001)	
Department:	Finance/Utility Billing (0900-0950)	Number of Employees: 5
Program:	Finance/Utility Billing (415)	Finance: 3 Utility Billing: 2

Mission

To provide accurate and timely financial information, projections and support services to the City Manager and Staff, City Council, and external users in support of their decision making processes; and to aggressively respond to the needs of City Staff in their quest to provide quality services, while using the City's available resources in the best interests of all involved.

Description

The Finance Department is charged with a wide variety of tasks, including coordination of the City's annual budget and audit processes, as well as the general administrative functions, such as payroll, cash receipts, accounts payables, accounts receivables, fixed assets, and general ledger. This Department maintains the primary Financial/Utility/Court computer system software.

The Department also processes all utility billing and collections for the City's water and wastewater utilities in a separate cost center (0950).

The Finance Department prepares the various internal and external financial reports for use by City Council and its commissions, City Staff, and other organizations, as well as the general citizenship.

The Department also maintains all accounting functions and ledgers for the Urban Renewal District, Tourism Promotion Funds, and Park and Recreation District.

2018-19 Goals, Projects and Highlights

- Continue to transition and train into the new software program to allow employees to have complete knowledge on the software components.
- Do audit on fuel tax and transient room tax.
- Continue to improve policies, processes and controls to increase compliance, efficiency, and security.
- Continue training and cross-training for all Department employees.

2017-18 Accomplishments/Comments

- Completed the acquisition and implementation of the Caselle integrated financial software system on the Court and Payroll to the new Caselle software.
- Implemented the Phone Tree system to call Water/Sewer Customer in lieu of Door Hangers.
- Completed the new bill pay system through Caselle. To allow customers the convenience of paying their bill online.

- Integrated the Caselle software for Service Orders for the utility department
- Completed a new 2018 Utility Revenue Bond to pay off the existing 2003 and 2007 Bonds
- Worked on transient room tax audits and established a process for annual audits
- Produced various monthly financial reports for City Manager, Department Managers and City Council within five days of each month end.
- Received the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting for the City's 2017 Comprehensive Annual Financial Report (CAFR).

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget
GENERAL FUND – FINANCE**

FY15/16 Actual	FY16/17 Actual	FY17/18 Budget	Account Number	Account Description	FY18/19 Proposed Budget	FY18/19 Approved Budget	FY18/19 Adopted Budget
FINANCE & UTILITY BILLING							
FINANCE							
194,834	214,475	191,987	001-0900-000.11-00	REGULAR SALARIES	205,222	205,222	205,222
	2,655		001-0900-000.12-00	PART TIME SALARIES			
1,194	1,331	1,762	001-0900-000.13-00	OVERTIME SALARIES	-	-	-
51,565	56,142	60,614	001-0900-000.21-10	MEDICAL INSURANCE	56,126	56,126	56,126
1,165	1,157	1,225	001-0900-000.21-20	L-T DISABILITY INSURANCE	1,293	1,293	1,293
126	126	149	001-0900-000.21-30	LIFE INSURANCE	149	149	149
798	705	649	001-0900-000.21-40	WORKERS COMP INSURANCE	679	679	679
14,314	16,087	14,503	001-0900-000.22-00	FICA	15,699	15,699	15,699
26,315	24,869	19,539	001-0900-000.23-00	RETIREMENT CONTRIBUTIONS	27,705	27,705	27,705
3,729	12,219	5,314	001-0900-000.28-00	VEBA CONTRIBUTIONS	6,489	6,489	6,489
180	125	180	001-0900-000.29-00	OTHER EMPLOYEE BENEFITS	120	120	120
294,220	329,891	295,922	TOTAL PERSONNEL SERVICE		313,482	313,482	313,482
3.0	3.0	3.0	Total Full-Time Equivalent (FTE)		3.0	3.0	
8,852	11,661	13,866	001-0900-000.31-10	CONTRACTUAL SERVICES	12,008	12,008	12,008
2,800	3,252	20,250	001-0900-000.31-20	ACCOUNTING/ADVISORY SVCS	20,250	20,250	20,250
-	8	200	001-0900-000.34-50	SPECIAL STUDIES & REPORTS	200	200	200
318	187	640	001-0900-000.43-40	OFFICE EQUIPMENT	780	780	780
3,393	3,880	3,393	001-0900-000.44-20	RENTAL OF EQUIPMENT	3,393	3,393	3,393
2,460	1,907	3,200	001-0900-000.53-20	POSTAGE	3,200	3,200	3,200
2,923	3,355	3,810	001-0900-000.53-30	TELEPHONE	4,630	4,630	4,630
621	609	700	001-0900-000.53-40	LEGAL NOTICES	800	800	800
1,834	1,371	2,200	001-0900-000.55-00	PRINTING & BINDING	2,320	2,320	2,320
3,979	2,266	4,500	001-0900-000.58-10	TRAVEL, FOOD & LODGING	4,550	4,550	4,550
1,256	1,385	4,600	001-0900-000.58-50	TRAINING AND CONFERENCES	5,350	5,350	5,350
1,294	1,346	1,500	001-0900-000.58-70	MEMBERSHIPS/DUES/SUBS	1,550	1,550	1,550
2,753	3,553	3,000	001-0900-000.60-10	OFFICE SUPPLIES	3,500	3,500	3,500
704	(482)	2,500	001-0900-000.69-50	MISCELLANEOUS EXPENSES	2,500	2,500	2,500
-		-	001-0900-000.69-70	CASH SHORT/LONG			
6,497	3,878	2,300	001-0900-000.69-80	ASSETS < \$5000	8,200	8,200	8,200
39,682	38,176	66,659	TOTAL MATERIALS AND SERVICES		73,231	73,231	73,231
333,902	368,067	362,581	SUB-TOTAL FINANCE		386,713	386,713	386,713

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget
GENERAL FUND – UTILITY BILLING**

FY15/16 Actual	FY16/17 Actual	FY17/18 Budget	Account Number	Account Description	FY18/19 Proposed Budget	FY18/19 Approved Budget	FY18/19 Adopted Budget
UTILITY BILLING							
77,881	79,438	81,027	001-0950-000.11-00	REGULAR SALARIES	96,311	96,311	96,311
2,281	2,576	7,012	001-0950-000.13-00	OVERTIME SALARIES	6,430	6,430	6,430
31,675	34,505	38,001	001-0950-000.21-10	MEDICAL INSURANCE	47,684	47,684	47,684
496	571	510	001-0950-000.21-20	L-T DISABILITY INSURANCE	607	607	607
89	86	99	001-0950-000.21-30	LIFE INSURANCE	149	149	149
368	332	297	001-0950-000.21-40	WORKERS COMP INSURANCE	375	375	375
5,834	5,860	6,735	001-0950-000.22-00	FICA	7,860	7,860	7,860
10,514	10,724	11,885	001-0950-000.23-00	RETIREMENT CONTRIBUTIONS	9,202	9,202	9,202
1,269	2,298	3,180	001-0950-000.28-00	VEBA CONTRIBUTIONS	1,144	1,144	1,144
-	60	-	001-0950-000.29-00	OTHER EMPLOYEE BENEFITS	121	121	121
130,406	136,450	148,746	TOTAL PERSONNEL SERVICE		169,883	169,883	169,883
2.0	2.0	2.0	Total Full-Time Equivalent (FTE)		2.0	2.0	
5,212	39,711	47,324	001-0950-000.31-10	CONTRACTUAL SERVICES	56,881	56,881	56,881
318	187	600	001-0950-000.43-40	OFFICE EQUIPMENT	800	800	800
21,470	88	500	001-0950-000.53-20	POSTAGE	500	500	500
1,492	1,499	1,703	001-0950-000.53-30	TELEPHONE	1,956	1,956	1,956
1,982	899	675	001-0950-000.55-00	PRINTING & BINDING	800	800	800
1,738		1,000	001-0950-000.58-10	TRAVEL, FOOD & LODGING	1,500	1,500	1,500
-		1,100	001-0950-000.58-50	TRAINING AND CONFERENCES	3,000	3,000	3,000
3,230	1,378	2,800	001-0950-000.60-10	OFFICE SUPPLIES	3,300	3,300	3,300
605	352	805	001-0950-000.69-50	MISCELLANEOUS EXPENSES	830	830	830
(664)	(52)	100	001-0950-000.69-70	CASH SHORT/LONG	150	150	150
2,417		4,600	001-0950-000.69-80	ASSETS < \$5000	4,600	4,600	4,600
37,800	44,062	61,207	TOTAL MATERIALS AND SERVICES		74,317	74,317	74,317
-	-	-	001-0950-000.74-40	OFFICE EQUIPMENT	-	-	-
-	-	-	TOTAL CAPITAL OUTLAY		-	-	-
168,206	180,512	209,953	SUB-TOTAL UTILITY BILLING		244,200	244,200	244,200
502,108	548,579	572,534	TOTAL FINANCE & UTILITY BILLING DEPARTMENT		630,913	630,913	630,913

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget**

Fund:	General (001)		
Department:	Human Resources (10)	Number of Employees:	2
Program:	Personnel (416)		

Mission

Provide responsive Human Resource management and safety services for the City.

Description

The City's Human Resource Department is going into its third year after being re-instituted by City Council in FY16/17. The City had been without a dedicated Personnel Department since FY97/98. The City also has a Benefits Agent of Record who manages our benefit plans.

In September 2016, the General Services Department discontinued administration of personnel services. The City has approximately 103 full-time regular employees in seven Departments who will continue to rely on a dedicated Human Resources Department. This is a goal of the City Council.

In August 2017, the safety component of the Regulatory Compliance Manager position in the Public Works Department was separated from that position and a City-Wide Safety Officer position was created. The Safety Officer position reports to the Human Resources Director.

This budget includes funding for two full-time employees, materials, services and training.

2018-19 Goals, Projects and Highlights

- Continue to review and update personnel policies to reduce City liability.
- Refine processes and procedures through technology.
- Develop Disaster Recovery Program as part of Enterprise Risk Management.
- Continue to work with HUB-BCI to identify no-cost or marginal costs benefits for employees.
- Implement recognition program for outstanding performance by a City Employee.
- Continue to evaluate recruitment process to ensure the City is able to attract high quality employees while being fiscally responsible with the public's resources.

2017-18 Accomplishments/Comments

- New Safety Officer Position, hired, safety policies reviewed and updated.
- Develop recognition program for outstanding performance by a City Employee.
- Reviewed and updated documents, policies and procedures.
- Worked on annual insurance benefits renewals.
- Recruited and filled nine position vacancies.

- Improved personnel information storage, tracking and disposal.
- Initiated new recruitment and onboarding processes reducing the average per recruitment cost to the City.
- Work with Assistant to the City Manager on development of a Performance Management Program.

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget
GENERAL FUND – HUMAN RESOURCES**

FY15/16 Actual	FY16/17 Actual	FY17/18 Budget	Account Number	Account Description	FY18/19 Proposed Budget	FY18/19 Approved Budget	FY18/19 Adopted Budget
HUMAN RESOURCES DEPARTMENT							
-	64,889	124,171	001-1000-000.11-00	REGULAR SALARIES	144,187	144,187	144,187
-	12,324	25,261	001-1000-000.21-10	MEDICAL INSURANCE	26,594	26,594	26,594
-	338	717	001-1000-000.21-20	L-T DISABILITY INSURANCE	908	908	908
-	41	91	001-1000-000.21-30	LIFE INSURANCE	100	100	100
-	195	454	001-1000-000.21-40	WORKERS COMP INSURANCE	749	749	749
-	4,944	9,499	001-1000-000.22-00	FICA	11,030	11,030	11,030
-	9,467	11,022	001-1000-000.23-00	RETIREMENT CONTRIBUTIONS	19,465	19,465	19,465
-	1,067	1,953	001-1000-000.28-00	VEBA CONTRIBUTIONS	2,773	2,773	2,773
-	-	102	001-1000-000.29-00	OTHER EMPLOYEE BENEFITS			
-	93,265	173,270	TOTAL PERSONNEL SERVICE		205,806	205,806	205,806
-	1	2	Total Full-Time Equivalent (FTE)		2.00	2.00	
373	9	500	001-1000-000.34-50	SPECIAL STUDIES & REPORTS	500	500	500
21,416	59	15,735	001-1000-000.39-00	OTHER CONTRACTUAL SVCS	6,735	6,735	6,735
5,105	3,483	2,000	001-1000-000.39-10	OTHER LEGAL SERVICES	2,000	2,000	2,000
-	5,272	1,200	001-1000-000.39-60	RECRUITMENT / HIRING COSTS	1,200	1,200	1,200
4,476	3,414	6,000	001-1000-000.50-60	EMPLOYEE RELATIONS	6,000	6,000	6,000
228	88	300	001-1000-000.53-20	POSTAGE	150	150	150
-	600	2,720	001-1000-000.53-30	TELEPHONE	2,400	2,400	2,400
-	1,020	2,300	001-1000-000.58-10	TRAVEL, FOOD & LODGING	2,900	2,900	2,900
-	519	1,104	001-1000-000.58-50	TRAINING AND CONFERENCES	1,200	1,200	1,200
-	780	300	001-1000-000.58-70	MEMBERSHIPS/DUES/SUBS	924	924	924
85	663	1,200	001-1000-000.60-10	OFFICE SUPPLIES	1,200	1,200	1,200
-	-	100	001-1000-000.64-10	BOOKS AND PERIODICALS	100	100	100
1,104	749	500	001-1000-000.69-50	MISCELLANEOUS EXPENSES	700	700	700
			001-1000-000.69-80	ASSETS <5000	2,100	2,100	2,100
32,785	16,656	33,959	TOTAL MATERIALS AND SERVICES		28,109	28,109	28,109
32,785	109,921	207,229	TOTAL HUMAN RESOURCES DEPARTMENT		233,915	233,915	233,915

**City of The Dalles
Proposed Fiscal Year 2018-2019**

Fund:	General Fund (001)	
Department:	Community Development (1100)	Number of Employees: 5
Program:	Planning (421)	

Mission

The Community Development Department has the responsibility to regulate and enforce the orderly growth and development of the City in a manner consistent with City Council goals, standards and regulations to ensure the protection of the health, safety and welfare of its citizens. The Department seeks to provide responsive, accurate and consistent service to our citizens and customers; while aggressively pursuing meaningful citizen involvement in all planning endeavors.

Additionally the Department serves as staff to the Urban Renewal Agency and receives assistance from the City Manager's Office in the area of economic development, including Main Street and Enterprise Zone activities.

The Department currently provides direct staff support to the Planning Commission, Historic Landmarks Commission, Urban Renewal Agency Board and Site Team Committee.

Description

The Department consists of three divisions, Planning, Codes Enforcement and Economic Development, with the following areas of responsibility:

The Planning Division provides the community with current and long range planning, and coordinates and monitors the community's growth and development through preparation, updating and implementation of the Comprehensive Land Use Plan, the Land Use and Development Ordinance and master plans. The Planning Division is also responsible for intergovernmental coordination with regional agencies and for the compliance with and implementation of Federal/State mandated regional planning requirements.

The Codes Enforcement Division is responsible for enforcement of the City's ordinances and land use regulations to protect the health, safety and general welfare of the community; including the investigation of complaints, issuance of notices, issuance of administrative citations and development project condition compliance review.

The Economic Development Division is responsible for coordinating the City's economic development programs and overseeing the implementation of the City's economic development strategy.

There are currently five (5) permanent, full-time positions in the Department: Director, Senior Planner, Planner, Administrative Secretary and Codes Enforcement Officer. The proposed budget includes the addition of a Planning Technician position which would be funded through the General Plan and Urban Renewal Agency. In addition, the Economic Development Division receives assistance from the Assistant to the City Manager.

2018-19 Goals, Projects and Highlights

- The primary goal of the Department is to continue to serve the citizens in the most professional manner possible.
- Continue to implement departmental procedures and processes that will improve customer service levels.
- Develop and implement metrics to measure changes in customer service levels.
- Continue the timely processing of entitlement applications and other departmental permits.
- Maintain Certified Local Government designation by continuing historic preservation programs, special projects and other grant-funded eligible activities.
- Complete update to 2030 Vision Action Plan through an extensive community outreach and engagement program.
- Complete first phase of the 2017 Housing Strategies Report implementation program.
- Continue to engage Columbia River Gorge Commission staff and Board throughout the preparation process of the Gorge 2020 Management Plan with the goal of ensuring the City's concerns are addressed in the adopted Plan.
- Provide assistance in developing and implementing the City's economic development strategies and activities.
- Implement new permitting and code enforcement software program.
- Prepare mobile food vendor regulations.

2017-18 Accomplishments/Comments

- Continuation of the Department customer satisfaction survey.
- Continued Staff support of the Planning Commission, Historic Landmarks Commission, Site Review Team, Urban Renewal Agency, and other community groups and Ad Hoc Committees.
- Continued coordination with other City departments, citizens, special interest groups, and County, State and Federal agencies for both current and long range planning efforts.

- Continued to provide planning services to the County Planning Department within the Urban Growth Area, the City Public Works Department, and the Urban Renewal Agency.
- For calendar year 2017 the Department processed 130 building permits, and 156 development applications including 36 Site Team/Pre-applications, 70 Sign Permits, 7 Site Plan Reviews and 13 Minor Partitions. Additionally, the Department provided assistance to 1,602 public counter visits and 1,343 phone calls for general inquiries.

Major Issues to be Resolved in the Next 5 Years

- Undertake and complete an update to the 2011 Comprehensive Land Use Plan.
- Provide staff support to updates and implementation of the Sewer Master Plan, Storm Water Master Plan, Water Master Plan, and Capital Improvement Plan consistent with the UGB and NSA amendments.
- Upon adoption of the Gorge 2020 Management Plan, assess the City's options to seek expansion of the Urban Growth Boundary and the NSA Urban Area boundary
- Assist Urban Renewal Agency with development related matters in the Urban Renewal Plan Area

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget
GENERAL FUND – PLANNING**

FY15/16 Actual	FY16/17 Actual	FY17/18 Budget	Account Number	Account Description	FY18/19 Proposed Budget	FY18/19 Approved Budget	FY18/19 Adopted Budget
PLANNING DEPARTMENT							
257,044	258,345	269,606	001-1100-000.11-00	REGULAR SALARIES	298,516	298,516	298,516
33,843	31,187	36,271	001-1100-000.12-00	PARTTIME/TEMP SALARIES	-	-	-
310		1,200	001-1100-000.13-00	OVERTIME SALARIES	1,200	1,200	1,200
64,066	67,955	79,453	001-1100-000.21-10	MEDICAL INSURANCE	92,450	92,450	92,450
1,803	1,759	1,927	001-1100-000.21-20	L-T DISABILITY INSURANCE	1,881	1,881	1,881
175	192	248	001-1100-000.21-30	LIFE INSURANCE	248	248	248
3,704	2,940	3,114	001-1100-000.21-40	WORKERS COMP INSURANCE	1,532	1,532	1,532
21,732	21,810	23,491	001-1100-000.22-00	FICA	22,928	22,928	22,928
36,375	26,798	35,281	001-1100-000.23-00	RETIREMENT CONTRIBUTIONS	33,835	33,835	33,835
684	453	4,271	001-1100-000.28-00	VEBA CONTRIBUTIONS	4,102	4,102	4,102
60	115	120	001-1100-000.29-00	OTHER EMPLOYEE BENEFITS	180	180	180
419,796	411,554	454,982		TOTAL PERSONNEL SERVICE	456,872	456,872	456,872
4.5	4.5	4.5		Total Full-Time Equivalent (FTE)	5.0	5.0	4.5
123	19,858	88,635	001-1100-000.31-10	CONTRACTUAL SERVICES	62,635	62,635	62,635
-	-	-	001-1100-000.34-10	ENGINEERING SERVICES	-	-	-
-	-	-	001-1100-000.35-40	BASE MAPPING	-	-	-
-	-	750	001-1100-000.35-60	FILING FEES	-	-	-
9,500	4,000	8,500	001-1100-000.39-00	OTHER CONTRACTUAL SVCS	6,000	6,000	6,000
1,700	902	2,000	001-1100-000.43-10	BUILDINGS AND GROUNDS	2,000	2,000	2,000
1,534	1,836	2,400	001-1100-000.43-40	OFFICE EQUIPMENT	1,500	1,500	1,500
588	255	500	001-1100-000.43-50	VEHICLES	500	500	500
756	811	700	001-1100-000.43-51	GAS/OIL/DIESEL/LUBRICANTS	700	700	700
-	-	800	001-1100-000.43-52	TIRES AND TIRE REPAIRS	400	400	400
805	791	1,700	001-1100-000.53-20	POSTAGE	1,700	1,700	1,700
4,075	4,262	4,725	001-1100-000.53-30	TELEPHONE	4,745	4,745	4,745
766	812	1,000	001-1100-000.53-40	LEGAL NOTICES	1,000	1,000	1,000
215	606	800	001-1100-000.54-00	ADVERTISING	800	800	800
-	-	250	001-1100-000.55-00	PRINTING AND BINDING	350	350	350
1,056	842	1,500	001-1100-000.58-10	TRAVEL, FOOD & LODGING	2,000	2,000	2,000
355	1,465	1,500	001-1100-000.58-50	TRAINING AND CONFERENCES	2,500	2,500	2,500
670	840	1,470	001-1100-000.58-70	MEMBERSHIPS/DUES/SUBS	1,800	1,800	1,800
1,046	1,749	2,500	001-1100-000.60-10	OFFICE SUPPLIES	2,500	2,500	2,500
37	292	200	001-1100-000.60-85	SPECIAL DEPT SUPPLIES	-	-	-
99		100	001-1100-000.64-10	BOOKS AND PERIODICALS	100	100	100
-	5,012		001-1100-000.64-80	COMPUTER SOFTWARE	500	500	500
168	3,000	100	001-1100-000.69-50	MISCELLANEOUS EXPENSES	100	100	100
3,697	1,439	2,500	001-1100-000.69-80	ASSETS < \$5000	8,500	8,500	8,500
27,190	48,772	122,630		TOTAL MATERIALS AND SERVICES	100,330	100,330	100,330
-	-	-	001-1100-000.74-20	VEHICLES	-	-	-
-	-	-		TOTAL CAPITAL OUTLAY	-	-	-
446,986	460,326	577,612		SUB-TOTAL PLANNING DEPARTMENT	557,202	557,202	557,202

**City of The Dalles
Fiscal Year 2018-2019**

Fund:	General (001)	
Department:	Community Development (1100)	Number of Employees:0
Program:	Economic Development (1150)	

Mission

To improve the community's quality of life through sustainable economic development and job creation.

Description

The Economic Development Division is responsible for coordinating the City's economic development programs and overseeing implementation of the City's overall economic development strategy. The division collaborates with local and regional partners in marketing the community for the growth and development of a diversified business community. To meet these tasks, the division receives support from the City Manager's Office, Planning Division, Columbia Gateway Urban Renewal Agency, and local and regional partners. The City Manager's office is also involved in the Enterprise Zone and the Columbia Gorge Regional Airport which are considered another economic development tool for the community.

The division seeks out funding and partnership opportunities from both public and private sources to assist in furthering the economic development goals of the City Council. Such goals include the creation of a vibrant downtown serving community-wide needs, continued reinvestment of commercial districts, expansion of visitor-serving opportunities and continued growth of the industrial sector.

2018-19 Goals, Projects, and Highlights

- Continue to collaborate with MCEDD, and other local and regional partners, on regional economic development issues, programs and strategies
- Continue to partner with the Community Outreach Team, Wasco County Economic Development Commission, and the Port of The Dalles, using the Enterprise Zone to expand existing businesses or bring new industry to create jobs in the community.
- Adopt and undertake implementation of a City economic development plan and strategy, consisting in part of a retail market sector linkage analysis, targeted industry survey, labor market skills assessment and needs analysis, and a business retention and attraction program.
- Successful re-designation of the Enterprise Zone.

- Undertake an active marketing program for the sale and redevelopment of the Granada Block properties. If directed by the City Council and Urban Renewal Agency Board, proceed with completion of design/construction plans and right-of-way phases of the First Street Streetscape/Riverfront Connection Project.
- Work in partnership with the Main Street Program and other local partners, to further the continuing economic vitality of downtown.
- Promote use of Vertical Housing Zone to create opportunities for downtown residential development through active engagement of property owners and residential builders.
- Complete local bike hubs.

2017-18 Accomplishments/Comments

- Completed grant funding disbursement to the Civic Auditorium for auditorium restoration engineering and design work.
- Completed negotiations with developer of Urban Renewal Agency-owned Tony's Building property.
- Completed economic impact analysis of mixed-use redevelopment proposal for Urban Renewal Agency-owned Tony's Building property.
- Consolidated City economic development program staffing and activities.
- Successfully completed three new Enterprise Zone abatement applications.

Major Issues to be Resolved in the Next 5 Years

- Completion of the Granada Block redevelopment.
- Work with community partners to provide infrastructure and an environment that will allow for the creation of additional family wage jobs in the community.
- Assessment and resolution of a long-term downtown parking demand and implementation of parking strategy.

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget
GENERAL FUND – ECONOMIC DEVELOPMENT**

FY15/16 Actual	FY16/17 Actual	FY17/18 Budget	Account Number	Account Description	FY18/19 Proposed Budget	FY18/19 Approved Budget	FY18/19 Adopted Budget
ECONOMIC DEVELOPMENT							
54,818	40,604		001-0350-000.11-00	REGULAR SALARIES	-	-	-
12,821	8,954		001-0350-000.12-00	PARTTIME/TEMP SALARIES (Durow/Interns)	-	-	-
13,927	7,705		001-0350-000.21-10	MEDICAL INSURANCE	-	-	-
369	288		001-0350-000.21-20	L-T DISABILITY INSURANCE	-	-	-
45	34		001-0350-000.21-30	LIFE INSURANCE	-	-	-
2,499	1,828		001-0350-000.21-40	WORKERS COMP INSURANCE	-	-	-
5,155	3,947		001-0350-000.22-00	FICA	-	-	-
-			001-0350-000.23-00	RETIREMENT CONTRIBUTIONS	-	-	-
-			001-0350-000.28-00	VEBA CONTRIBUTIONS	-	-	-
-			001-0350-000.29-00	OTHER EMPLOYEE BENEFITS	-	-	-
89,634	63,360	-	TOTAL PERSONNEL SERVICE		-	-	-
0.8	1.5		Total Full-Time Equivalent (FTE)		-	-	-
48,000	97,167		001-0350-000.31-10	CONTRACTUAL SERVICES	-	-	-
3,353	5,940		001-0350-000.43-45	JOINT USE OF LABOR / EQUIP	-	-	-
61	57		001-0350-000.53-46	POSTAGE	-	-	-
720	1,140		001-0350-000.53-20	TELEPHONE	-	-	-
3,643			001-0350-000.54-00	ADVERTISING	-	-	-
4,401	2,933		001-0350-000.58-10	TRAVEL, FOOD & LODGING	-	-	-
866	1,460		001-0350-000.58-50	TRAINING AND CONFERENCES	-	-	-
90			001-0350-000.58-70	MEMBERSHIP/DUES/SUBSCRIPTIONS	-	-	-
292	84		001-0350-000.60-10	OFFICE SUPPLIES	-	-	-
-	39		001-0350-000.60-80	SUPPLIES - CLOTHING	-	-	-
-	132		001-0350-000.60-85	SPECIAL SUPPLIES	-	-	-
127			001-0350-000.69-50	MISCELLANEOUS EXPENSES	-	-	-
-			001-0350-000.69-80	ASSETS < \$5000	-	-	-
61,553	108,952	-	TOTAL MATERIALS AND SERVICES		-	-	-
151,187	172,312	-	SUB-TOTAL ECONOMIC DEVELOPMENT		-	-	-

FY15/16 Actual	FY16/17 Actual	FY17/18 Budget	Account Number	Account Description	FY18/19 Proposed Budget	FY18/19 Approved Budget	FY18/19 Adopted Budget
ECONOMIC DEVELOPMENT							
-	-	12,000	001-1150-000.31-10	CONTRACTUAL SERVICES	65,000	65,000	40,000
-	-	-	001-1150-000.43-45	JOINT USE OF LABOR / EQUIP	-	-	-
-	-	70	001-1150-000.53-20	POSTAGE	70	70	70
-	-	-	001-1150-000.53-30	TELEPHONE	-	-	-
-	-	-	001-1150-000.54-00	ADVERTISING	-	-	-
-	-	2,500	001-1150-000.58-10	TRAVEL, FOOD & LODGING	2,000	2,000	2,000
-	-	800	001-1150-000.58-50	TRAINING AND CONFERENCES	800	800	800
-	-	390	001-1150-000.58-70	MEMBERSHIP/DUES/SUBSCRIPTIONS	250	250	250
-	-	200	001-1150-000.60-10	OFFICE SUPPLIES	200	200	200
-	-	-	001-1150-000.60-80	SUPPLIES - CLOTHING	-	-	-
-	-	-	001-1150-000.60-85	SPECIAL SUPPLIES	500	500	500
-	-	127	001-1150-000.69-50	MISCELLANEOUS EXPENSES	200	200	200
-	-	-	001-1150-000.69-80	ASSETS < \$5000	-	-	-
-	-	16,087	TOTAL MATERIALS AND SERVICES		69,020	69,020	44,020
-	-	16,087	SUB-TOTAL ECONOMIC DEVELOPMENT		69,020	69,020	44,020

**City of The Dalles
Fiscal Year 2018-2019**

Fund:	General (001)
Department:	Community Development (1100)
Program:	Codes Enforcement (1175)

Mission

Enhance the image and livability of the community through compliance with the City's ordinances, particularly addressing nuisance and property maintenance abatement efforts; working with citizens to solve problems and addressing issues of neighborhood and community concern, while protecting property rights.

Description

The Codes Enforcement Division seeks compliance of the City's General Ordinance and Land Use and Development Ordinance through a variety of means including public education, personal contact, and both proactive and reactive efforts. The Division may also enlist the services of other local and regional agencies to assist in the abatement of nuisance conditions and the protection of public safety. The Codes Enforcement Officer also coordinates with and assists the City Attorney's Office and Planning staff in the enforcement of land use regulations and development project conditions of approval.

2018-2019 Goals, Projects, and Highlights

- Continue use of door hangars and other means of notification/public education for abatement of puncture vines, with the goal of encouraging property owners to take a more proactive role in the eradication of puncture vines.
- Continue to work with lending institutions and property maintenance firms to abate nuisance conditions that exist upon their foreclosed properties; ensuring that the lending institutions are the party responsible for abatement costs.
- Continue to enforce burning barrel permit regulations.
- Continue to seek compliance with transient merchant license requirements.
- Work with Northern Wasco County Parks District as a resource for retaining certified arborists to assist with enforcement of ordinance provisions concerning hazardous trees on private property.
- Work with Mid-Columbia Fire & Rescue in promoting use of Burn to Learn Program as a method to eliminate blighted buildings on private property.

- Work with property owners, property management firms and lending institutions on eliminating blighted conditions caused by fire damage.
- Undertake targeted property maintenance code compliance efforts/strategies in cooperation with community partners.
- Undertake cross-training in support of Planning staff to enforce land use ordinances and development projects conditions of approval.
- Implement new codes enforcement case tracking software program.
- Undertake two targeted neighborhood clean-up efforts.
- Undertake program utilizing GIS system to track and inventory codes enforcement cases to identify areas and violation types requiring focused compliance efforts.

2017-2018 Accomplishments/Comments

- Abated three residential properties by hiring local contractors to abate nuisance conditions upon the properties.
- Assisted the City Attorney with proceedings for the posting of three dangerous residential buildings.
- For calendar year 2017, 924 inspections were conducted, representing 462 code enforcement cases.
- Arranged for the disposal of 23 abandoned vehicles through a program with the Department of Motor Vehicles with no disposal costs incurred by the City.
- Served as the President for the Oregon Codes Enforcement Association, and made two presentations before The Dalles' Lions Club and The Dalles Property Management Association.
- Increased joint inspections with Planning staff concerning complaints of properties with violations of the City's nuisance and land use ordinances.

Major Issues to be resolved in the next 5 years

- Continue to secure compliance with City's code regulations through voluntary and proactive efforts, and to implement measures and programs designed to ensure continued compliance.
- Continue working with community partners and media education on the importance of reducing puncture vine and increasing elimination of puncture vine in areas of high public traffic.

- Identify opportunities to partner with Wasco County and other agencies in the areas of code compliance and abatement of public safety concerns.
- Continue with neighborhood clean-up efforts in partnership with neighborhood residents, local service organizations, businesses, property owners, and other public and private resources.

City of The Dalles, Oregon
Fiscal Year 2018-19 Budget
GENERAL FUND – CODES ENFORCEMENT

FY15/16 Actual	FY16/17 Actual	FY17/18 Budget	Account Number	Account Description	FY18/19 Proposed Budget	FY18/19 Approved Budget	FY18/19 Adopted Budget
CODES ENFORCEMENT							
42,370	43,880		001-4000-000.11-00	REGULAR SALARIES			
8,250	8,969		001-4000-000.21-10	MEDICAL INSURANCE			
266	314		001-4000-000.21-20	L-T DISABILITY INSURANCE			
42	44		001-4000-000.21-30	LIFE INSURANCE			
1,488	1,205		001-4000-000.21-40	WORKERS COMP INSURANCE			
3,228	3,340		001-4000-000.22-00	FICA			
5,769	6,021		001-4000-000.23-00	RETIREMENT			
-	-		001-4000-000.29-00	OTHER EMPLOYEE BENEFITS			
61,413	63,773	-	TOTAL PERSONNEL SERVICE				
1.0	1.0		Total Full-Time Equivalent (FTE)				
14,961	11,169		001-4000-000.31-10	CONTRACTUAL SERVICES			
2,000	2,000		001-4000-000.39-00	OTHER CONTRACTUAL SRVCS			
128	1,009		001-4000-000.43-50	VEHICLES			
471	309		001-4000-000.43-51	GAS/OIL/DIESEL/LUBRICANTS			
14	325		001-4000-000.43-52	TIRES AND TIRE REPAIRS			
955	502		001-4000-000.53-20	POSTAGE			
1,520	1,520		001-4000-000.53-30	TELEPHONE			
267	139		001-4000-000.58-10	TRAVEL, FOOD & LODGING			
-	242		001-4000-000.58-50	TRAINING AND CONFERENCES			
75	75		001-4000-000.58-70	MEMBERSHIPS/DUES/SUBS			
669	434		001-4000-000.60-10	OFFICE SUPPLIES			
-	-		001-4000-000.69-50	MISCELLANEOUS EXPENSES			
1,578	-		001-4000-000.64-80	ASSETS < \$5000			
22,637	17,724	-	TOTAL MATERIALS AND SERVICES				
84,050	81,497	-	TOTAL CODES ENFORCEMENT DEPARTMENT				

FY15/16 Actual	FY16/17 Actual	FY17/18 Budget	Account Number	Account Description	FY18/19 Proposed Budget	FY18/19 Approved Budget	FY18/19 Adopted Budget
CODES ENFORCEMENT							
-	-	44,757	001-1175-000.11-00	REGULAR SALARIES	57,205	57,205	57,205
-	-	9,701	001-1175-000.21-10	MEDICAL INSURANCE	16,647	16,647	16,647
-	-	282	001-1175-000.21-20	L-T DISABILITY INSURANCE	360	360	360
-	-	50	001-1175-000.21-30	LIFE INSURANCE	99	99	99
-	-	1,299	001-1175-000.21-40	WORKERS COMP INSURANCE	1,414	1,414	1,414
-	-	3,424	001-1175-000.22-00	FICA	4,376	4,376	4,376
-	-	6,042	001-1175-000.23-00	RETIREMENT	6,163	6,163	6,163
-	-	-	001-1175-000.29-00	OTHER EMPLOYEE BENEFITS			
-	-	65,555	TOTAL PERSONNEL SERVICE		86,264	86,264	86,264
1.0	1.0	1.0	Total Full-Time Equivalent (FTE)		1.0	1.0	1.0
-	-	20,000	001-1175-000.31-10	CONTRACTUAL SERVICES	20,600	20,600	20,600
-	-	2,000	001-1175-000.39-00	OTHER CONTRACTUAL SRVCS	5,500	5,500	5,500
-	-	200	001-1175-000.43-50	VEHICLES	200	200	200
-	-	700	001-1175-000.43-51	GAS/OIL/DIESEL/LUBRICANTS	700	700	700
-	-	100	001-1175-000.43-52	TIRES AND TIRE REPAIRS	350	350	350
-	-	1,400	001-1175-000.53-20	POSTAGE	1,200	1,200	1,200
-	-	1,520	001-1175-000.53-30	TELEPHONE	1,520	1,520	1,520
-	-	500	001-1175-000.58-10	TRAVEL, FOOD & LODGING	500	500	500
-	-	250	001-1175-000.58-50	TRAINING AND CONFERENCES	250	250	250
-	-	75	001-1175-000.58-70	MEMBERSHIPS/DUES/SUBS	75	75	75
-	-	700	001-1175-000.60-10	OFFICE SUPPLIES	800	800	800
-	-	-	001-1175-000.69-50	MISCELLANEOUS EXPENSES	-	-	-
-	-	-	001-1175-000.69-80	ASSETS < \$5000	3,250	3,250	3,250
-	-	27,445	TOTAL MATERIALS AND SERVICES		34,945	34,945	34,945
-	-	93,000	TOTAL CODES ENFORCEMENT DEPARTMENT		121,209	121,209	121,209

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget**

Fund:	General (001)	Number of Employees:	27 (25.5 FTE)
Department:	Police (1300)		
Program:	Public Safety (000)		

Mission:

The protection of persons and their property in order to maintain and promote the safety of the public and the livability of our community.

Description

The Police Department is responsible for the public safety within the city limits of the City of The Dalles. Services include but are not limited to:

- Protection of life and property
- The Detection and apprehension of offenders
- Enforcement of state laws, city ordinances, and traffic laws
- Protection of The Dalles Municipal Watershed

The department is budgeted for 25 full time positions and 2 part-time.

- 1 Chief
- 1 Captain
- 4 Sergeants
- 17 Police Officers
- 1 Administrative Secretary
- 1 Department Secretary
- 1 part-time Evidence Officer
- 1 part-time Holiday Downtown Parking Officer

Non-enforcement programs include:

- Neighborhood Watch
- Police Reserves
- Parent Aid Drug Testing Program
- Neighborhood Enforcement Action Team (NEAT)

The neighbor enforcement Action Team (NEAT) officer is one officer focused on community based problem solving in the schools, neighborhoods, down town area, homeless population, outstanding fugitives enforcement, and out of compliance of sex offenders enforcement. We are seeking funding for a full time NEAT officer.

2018-2019 Goals, Projects and Highlights

- Continuance of good interagency relationships
- Accountability
- Build trust and transparency with the community
- Excellence in customer service
- Pursuit of upgrades in Technology and Equipment to meet industry standards
- Quality through continuous improvement
- Build up Reserve program
- Continue to support the MINT team infrastructure and personnel to meet the needs of this community

2017-2018 Accomplishments/Comments

- Identified and Implemented needed policy overview and updates (3 officer committee)
- Improved discipline process with both consistency and proper documentation
- Implemented new MDT/tablets
- Updated and improved our Use of Force Reporting
- Hired two new police officers
- Identified and began the process of updating police packages for patrol cars
- Implemented new Taser lease program
- Increased line training for police officers
- Implemented a Defensive Tactics Program
- Implemented a Peer Support Program
- Implemented a “Future Leader” mentorship program
- Implemented daily shift briefings for officers and supervisor’s to share information
- Implemented “Police One” online training for officers
- Promoted two Sergeants

Major Issues to be resolved in the next five years

- Upgrades in equipment and technology
- Issues with homeless
- Recruiting
- Management succession plan
- Building the trust and improving our relationship with the Hispanic Community

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget
GENERAL FUND – POLICE**

FY15/16 Actual	FY16/17 Actual	FY17/18 Budget	Account Number	Account Description	FY18/19 Proposed Budget	FY18/19 Approved Budget	FY18/19 Adopted Budget
POLICE							
1,670,494	1,693,454	1,727,842	001-1300-000.11-00	REGULAR SALARIES	1,878,319	1,878,319	1,878,319
13,553	18,410	27,414	001-1300-000.12-00	PARTTIME/TEMP SALARIES	27,699	27,699	27,699
137,832	122,003	149,177	001-1300-000.13-00	OVERTIME SALARIES	173,269	173,269	173,269
-	-	-	001-1300-000.13-10	DUI OVERTIME SALARIES	-	-	-
1,290	1,040	3,000	001-1300-000.14-00	BI-LINGUAL INCENTIVE 5%	3,000	3,000	3,000
444,112	456,576	518,686	001-1300-000.21-10	MEDICAL INSURANCE	527,579	527,579	527,579
9,717	10,911	10,917	001-1300-000.21-20	L-T DISABILITY INSURANCE	11,039	11,039	11,039
1,069	1,192	1,249	001-1300-000.21-30	LIFE INSURANCE	1,250	1,250	1,250
97,853	84,133	89,630	001-1300-000.21-40	WORKERS COMP INSURANCE	90,519	90,519	90,519
136,178	137,496	145,919	001-1300-000.22-00	FICA	159,218	159,218	159,218
339,023	345,333	383,500	001-1300-000.23-00	RETIREMENT CONTRIBUTIONS	375,644	375,644	375,644
32,880	3,534	14,791	001-1300-000.28-00	VEBA CONTRIBUTIONS	22,007	22,007	22,007
60	-	120	001-1300-000.29-00	OTHER EMPLOYEE BENEFITS	60	60	60
2,884,060	2,874,082	3,072,245		TOTAL PERSONNEL SERVICE	3,269,603	3,269,603	3,269,603
25	25	26		Total Full-Time Equivalent (FTE)	26	26	26
7,953	39,672	40,714	001-1300-000.31-10	CONTRACTUAL SERVICES	70,813	70,813	70,813
287,312	316,043	347,647	001-1300-000.31-40	WASCO CO COMMUNICATIONS	468,502	468,502	468,502
3,654	1,209	4,110	001-1300-000.31-70	RECRUITING EXPENSES	4,772	4,772	4,772
56	33	400	001-1300-000.33-15	INTERPRETOR FEES	400	400	400
498	789	1,500	001-1300-000.33-40	TOWING SERVICES	1,000	1,000	1,000
6,344	3,226	17,865	001-1300-000.34-40	SOFTWARE MAINTENANCE	17,795	17,795	17,795
2,282	2,271	2,300	001-1300-000.41-10	WATER & SEWER	2,300	2,300	2,300
1,590	1,500	1,500	001-1300-000.41-20	GARBAGE SERVICES	1,500	1,500	1,500
6,425	8,365	7,500	001-1300-000.41-40	ELECTRICITY	9,000	9,000	9,000
11,038	10,878	10,878	001-1300-000.42-00	JANITORIAL SERVICES	10,878	10,878	10,878
9,579	13,577	29,500	001-1300-000.43-10	BUILDINGS AND GROUNDS	20,000	20,000	20,000
2,358	1,008	8,736	001-1300-000.43-30	RADIO EQUIPMENT	-	-	-
-	430	1,000	001-1300-000.43-40	OFFICE EQUIPMENT	1,000	1,000	1,000
19,520	17,952	19,000	001-1300-000.43-50	VEHICLES MAINTENANCE	19,000	19,000	19,000
35,175	37,292	40,500	001-1300-000.43-51	GAS/OIL/DIESEL/LUBRICANTS	38,000	38,000	38,000
7,756	9,691	9,500	001-1300-000.43-52	TIRES AND TIRE REPAIRS	9,500	9,500	9,500
2,309	2,586	2,500	001-1300-000.43-75	ELEVATOR MAINTENANCE	2,500	2,500	2,500
-	-	1,000	001-1300-000.43-77	HVAC SYSTEMS	1,000	1,000	1,000
200	50	400	001-1300-000.50-40	HEPATITIS PROGRAM	200	200	200
1,703	1,651	2,000	001-1300-000.53-20	POSTAGE	1,800	1,800	1,800
13,217	15,032	27,900	001-1300-000.53-30	TELEPHONE	37,524	37,524	37,524
-	223	400	001-1300-000.54-00	ADVERTISING	400	400	400
1,663	1,237	2,000	001-1300-000.56-00	DIGITAL STORAGE	4,000	4,000	4,000
-	-	-	001-1300-000.58-10	TRAVEL, FOOD & LODGING	4,220	4,220	4,220
21,375	24,678	25,000	001-1300-000.58-50	TRAINING AND CONFERENCES	25,780	25,780	25,780
1,047	649	1,130	001-1300-000.58-70	MEMBERSHIPS/DUES/SUBS	5,895	5,895	5,895
6,162	3,853	6,000	001-1300-000.59-10	SERT TEAM	7,695	7,695	7,695
3,804	2,009	4,000	001-1300-000.59-15	RESERVES	4,000	4,000	4,000
486	470	1,500	001-1300-000.59-25	CRIME PREVENTION	1,500	1,500	1,500
3,804	3,220	5,000	001-1300-000.60-10	OFFICE SUPPLIES	5,000	5,000	5,000
-	-	500	001-1300-000.60-20	JANITORIAL SUPPLIES	1,200	1,200	1,200
7,245	9,814	13,500	001-1300-000.60-65	AMMUNITION	13,500	13,500	13,500
2,843	6,167	7,500	001-1300-000.60-70	DRUG TEAM	5,000	5,000	5,000
15,421	11,453	15,000	001-1300-000.60-80	CLOTHING	19,415	19,415	19,415
9,648	11,421	13,300	001-1300-000.60-85	SPECIAL DEPT SUPPLIES	14,930	14,930	14,930
6,071	5,294	44,166	001-1300-000.64-80	COMPUTER SOFTWARE	10,355	10,355	10,355
1,308	560	1,000	001-1300-000.69-50	MISCELLANEOUS EXPENSES	7,500	7,500	7,500
15,630	6,143	80,962	001-1300-000.69-80	ASSETS < \$5000	22,149	22,149	22,149
515,475	570,446	797,408		TOTAL MATERIALS AND SERVICES	870,023	870,023	870,023
-	-	-	001-1300-000.72-20	BUILDINGS	16,500	16,500	16,500
48,783	43,253	84,750	001-1300-000.74-20	VEHICLES	102,750	75,471	102,750
-	-	-	001-1300-000.74-25	COMMUNICATIONS EQUIPMENT	-	-	-
-	-	-	001-1300-000.74-90	EQUIPMENT, OTHER	-	-	-
48,783	43,253	84,750		TOTAL CAPITAL OUTLAY	119,250	91,971	119,250
3,448,318	3,487,781	3,954,403		TOTAL POLICE DEPARTMENT	4,258,876	4,231,597	4,258,876

**City of The Dalles, Oregon
Proposed Fiscal Year 2018-19 Budget**

Fund:	General (001)	
Department:	Dog Control (4500)	Number of Employees: 1 (.75 FTE)
Program:	Public Safety (000)	

Mission:

Provide Dog Control for the City of The Dalles.

Description

The City added the new Dog Control Program as of July 1, 2012, after the County decided to discontinue their Animal Control program. The City's program is budgeted with one three quarter-time Dog Control Officer under the supervision of the Police Chief.

This budget includes funding for personnel costs, training and supplies for the Dog Control Officer.

2018-2019 Goals, Projects and Highlights

- Maintain Dog Control Program.
- Decrease the number of stray dogs through education and enforcement
- Educate and enforce mandatory "dog bite" protocol for our local the medical community
- Establish a new identity as an all-around Animal Control program

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget
GENERAL FUND – ANIMAL CONTROL**

FY15/16 Actual	FY16/17 Actual	FY17/18 Budget	Account Number	Account Description	FY18/19 Proposed Budget	FY18/19 Approved Budget	FY18/19 Adopted Budget
ANIMAL CONTROL							
20,947	29,421	29,071	001-4500-000.12-00	PARTTIME/TEMP SALARIES	30,650	30,650	30,650
-	-	-	001-4500-000.13-00	OVERTIME SALARIES			
3,112	41	-	001-4500-000.21-10	MEDICAL INSURANCE			
138	191	183	001-4500-000.21-20	L-T DISABILITY INSURANCE	193	193	193
36	44	50	001-4500-000.21-30	LIFE INSURANCE	50	50	50
906	905	953	001-4500-000.21-40	WORKERS COMP INSURANCE	953	953	953
1,523	2,235	2,224	001-4500-000.22-00	FICA	2,345	2,345	2,345
610	3,930	3,925	001-4500-000.23-00	RETIREMENT	4,138	4,138	4,138
-	-	-	001-4500-000.29-00	OTHER EMPLOYEE BENEFITS			
27,273	36,767	36,406	TOTAL PERSONNEL SERVICE		38,329	38,329	38,329
0.5	0.5	0.75	Total Full-Time Equivalent (FTE)		0.75	0.75	0.75
11,380	14,769	14,800	001-4500-000.31-10	CONTRACTUAL SERVICES	14,800	14,800	14,800
-	978	3,000	001-4500-000.31-90	CONTRACTUAL SERVICES - OTHER	3,000	3,000	3,000
839	40	4,000	001-4500-000.43-50	VEHICLES	4,000	4,000	4,000
552	69	3,000	001-4500-000.43-51	GAS/OIL/DIESEL/LUBRICANTS	3,000	3,000	3,000
861	157	1,500	001-4500-000.43-52	TIRES AND TIRE REPAIRS	1,000	1,000	1,000
-	-	1,500	001-4500-000.58-50	TRAINING AND CONFERENCES	1,500	1,500	1,500
253	252	2,000	001-4500-000.60-85	SUPPLIES - SPECIAL DEPT	2,000	2,000	2,000
-	-	2,000	001-4500-000.69-80	ASSETS < \$5000	2,000	2,000	2,000
13,885	16,265	31,800	TOTAL MATERIALS AND SERVICES		31,300	31,300	31,300
41,158	53,032	68,206	TOTAL ANIMAL CONTROL DEPARTMENT		69,629	69,629	69,629

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget**

Fund:	General (001)	
Department:	Technology (1700)	Number of Employees: 1 FTE
Program:	Other (000)	

Mission

Provide City Departments with needed information technology tools.

Description

The City has one full-time Information Technology Manager position. The General Fund Technology Department is where the costs for the City-wide information systems have been consolidated. Some major items that are included in this Department are servers, switches, and general software maintenance contracts. Costs of replacing individual computers, software, or maintenance are funded in individual Departments or Funds, but all computers and components are purchased by the Information Technology manager, who works closely with the Department Managers to plan and maintain replacement schedules.

2018-19 Goals, Projects and Highlights

- Investigate cloud based resources for better efficiency, productivity and succession plans

2017-18 Accomplishments/Comments

- Transitioned Police Mobile Data vehicle Terminals to patrol officer assigned notebook/tablets with new server based Advanced Authentication and VPN systems.
- Upgraded enterprise and guest wireless systems for better monitoring and security.
- Add Intrusion Detection agents on city computers and firewall for better defense against new types of cyber attacks.

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget
GENERAL FUND – TECHNOLOGY**

FY15/16 Actual	FY16/17 Actual	FY17/18 Budget	Account Number	Account Description	FY18/19 Proposed Budget	FY18/19 Approved Budget	FY18/19 Adopted Budget
TECHNOLOGY DEPARTMENT							
73,238	74,703	76,197	001-1700-000.11-00	REGULAR SALARIES	77,720	77,720	77,720
8,249	8,969	9,701	001-1700-000.21-10	MEDICAL INSURANCE	10,053	10,053	10,053
461	533	480	001-1700-000.21-20	L-T DISABILITY INSURANCE	490	490	490
46	44	50	001-1700-000.21-30	LIFE INSURANCE	50	50	50
2,510	2,016	2,186	001-1700-000.21-40	WORKERS COMP INSURANCE	2,229	2,229	2,229
5,934	5,770	5,829	001-1700-000.22-00	FICA	5,946	5,946	5,946
9,936	10,182	10,287	001-1700-000.23-00	RETIREMENT CONTRIBUTIONS	10,492	10,492	10,492
-	-	1,465	001-1700-000.28-00	VEBA CONTRIBUTIONS	1,495	1,495	1,495
-	-	60	001-1700-000.29-00	OTHER EMPLOYEE BENEFITS	60	60	60
✓ 100,374	✓ 102,217	✓ 106,255	TOTAL PERSONNEL SERVICE		✓ 108,535	✓ 108,535	✓ 108,535
1.0	1.0	1.0	Total Full-Time Equivalent (FTE)		1.00	1.00	1.00
4,000		4,000	001-1700-000.31-10	CONTRACTUAL SERVICES	14,000	14,000	14,000
86,205	96,832	52,700	001-1700-000.34-30	COMPUTER SERVICES	73,224	73,224	73,224
15,038	13,576	16,800	001-1700-000.34-35	WIFI USE FEES	16,800	16,800	16,800
18,814	10,139	12,700	001-1700-000.34-40	SOFTWARE MAINTENANCE	17,430	17,430	17,430
5,274	5,177	5,298	001-1700-000.39-00	OTHER CONTRACTUAL SERVICES	5,130	5,130	5,130
720	720	720	001-1700-000.53-30	TELEPHONE	720	720	720
84	107	1,000	001-1700-000.58-10	TRAVEL, FOOD & LODGING	1,000	1,000	1,000
-	-	500	001-1700-000.58-50	TRAINING AND CONFERENCES	500	500	500
34	86	400	001-1700-000.60-10	OFFICE SUPPLIES	400	400	400
-	2,544	2,100	001-1700-000.64-80	COMPUTER SOFTWARE	7,400	7,400	7,400
703	430	2,500	001-1700-000.69-50	MISCELLANEOUS EXPENSES	2,500	2,500	2,500
9,417	6,366	2,000	001-1700-000.69-80	ASSETS < \$5000	6,000	6,000	6,000
✓ 140,289	✓ 135,977	✓ 100,718	TOTAL MATERIALS AND SERVICES		✓ 145,104	✓ 145,104	✓ 145,104
CAPITAL OUTLAY							
-	8,378		001-1700-000.74-50	COMPUTER EQUIPMENT	7,000	7,000	7,000
-	9,403	12,000	001-1700-000.74-60	NETWORK EQUIPMENT			
✓ -	✓ 17,781	✓ 12,000	TOTAL CAPITAL OUTLAY		✓ 7,000	✓ 7,000	✓ 7,000
✓ 240,663	✓ 255,975	✓ 218,973	TOTAL TECHNOLOGY DEPARTMENT		✓ 260,639	✓ 260,639	✓ 260,639

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget**

Fund:	General (001)		
Department:	General Services (2300)		
Program:	Other (000)	Number of Employees:	2 (2 FTE)

Mission

To provide for maintenance and preservation of the City’s facilities, structures and grounds, including historic City Hall. The City values its heritage and is dedicated to preserving our historic assets.

Description

The City Hall Department has been renamed the General Services Department to more accurately reflect the scope of activities, which now includes the Dock and Festival Park, and Arco Parking lot.

The General Services Department accounts for annual repairs and maintenance to preserve the appearance and integrity of our structures. Expenditures from this department include normal repairs and maintenance line items for City Hall and other City owned buildings. All insurance costs related to general government services are recorded in this department.

Annually, we adjust the distribution of the time of the Maintenance Workers to reflect the prior year’s actual costs. Maintenance provided to the Airport is billed on a per request basis. After reviewing the current year, we are distributing the 2018-19 expenses the same as last year:

City Hall:	40%
Police Facility	5%
Library	15%
State Office Building	40%

2018-19 Goals, Projects and Highlights

- Continue maintenance and minor repairs to City Hall and other City owned facilities.
- Updates to second floor of City Hall (paint and carpet)
- Complete asbestos removal in City Hall basement

2017-18 Accomplishments/Comments

- Provided supervision for Wasco County and juvenile work crews for maintenance projects.
- Continued maintenance and minor repairs to City Hall and other City owned facilities.

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget
GENERAL FUND – GENERAL SERVICES**

FY15/16 Actual	FY16/17 Actual	FY17/18 Budget	Account Number	Account Description	FY18/19 Proposed Budget	FY18/19 Approved Budget	FY18/19 Adopted Budget
GENERAL SERVICES DEPARTMENT							
BUILDINGS & GROUNDS							
37,560	38,859	40,211	001-2300-000.11-00	REGULAR SALARIES	38,462	38,462	38,462
-	-	-	001-2300-000.12-00	PARTTIME/TEMP SALARIES			
465	2,931	500	001-2300-000.13-00	OVERTIME SALARIES	1,200	1,200	1,200
15,124	16,442	17,783	001-2300-000.21-10	MEDICAL INSURANCE	18,429	18,429	18,429
237	276	253	001-2300-000.21-20	L-T DISABILITY INSURANCE	242	242	242
35	40	35	001-2300-000.21-30	LIFE INSURANCE	40	40	40
2,671	2,325	2,583	001-2300-000.21-40	WORKERS COMP INSURANCE	2,474	2,474	2,474
2,819	3,096	3,114	001-2300-000.22-00	FICA	3,034	3,034	3,034
5,097	5,298	5,429	001-2300-000.23-00	RETIREMENT	2,816	2,816	2,816
-	-	-	001-2300-000.29-00	OTHER EMPLOYEE BENEFITS			
64,007	69,267	69,908	TOTAL PERSONNEL SERVICES		66,697	66,697	66,697
2.0	2.0	2.0	Total Full-Time Equivalent (FTE)		2.0	2.0	2.0
13,500	13,500	18,500	001-2300-000.31-10	CONTRACTUAL SERVICES	13,500	13,500	13,500
3,439	3,171	3,700	001-2300-000.41-10	WATER & SEWER	3,700	3,700	3,700
2,068	2,234	2,200	001-2300-000.41-20	GARBAGE SERVICES	2,200	2,200	2,200
858	826	1,000	001-2300-000.41-30	NATURAL GAS	1,000	1,000	1,000
18,835	20,240	17,000	001-2300-000.41-40	ELECTRICITY	21,000	21,000	21,000
17,010	17,010	17,010	001-2300-000.42-00	JANITORIAL SERVICES	17,010	17,010	17,010
32,215	28,782	34,000	001-2300-000.43-10	BUILDINGS AND GROUNDS	17,500	17,500	17,500
61,376	32,072	34,600	001-2300-000.43-11	PARK & DOCK MAINTENANCE	28,600	28,600	28,600
86	7	500	001-2300-000.43-12	ARCO LOT	500	500	500
-	-	-	001-2300-000.43-13	GITCHELL BUILDING	-	-	-
1,000	-	1,000	001-2300-000.43-14	TRANSPORTATION BUILDING	1,000	1,000	1,000
-	-	500	001-2300-000.43-45	JOINT USE OF LABOR/EQUIP	500	500	500
628	1,058	1,500	001-2300-000.43-50	VEHICLES	2,500	2,500	2,500
2,810	3,878	3,400	001-2300-000.43-51	GAS/OIL/DIESEL/LUBRICANTS	3,200	3,200	3,200
13	152	1,000	001-2300-000.43-52	TIRES AND TIRE REPAIRS	1,500	1,500	1,500
469	685	1,000	001-2300-000.43-70	GENERAL EQUIPMENT	1,000	1,000	1,000
293	1,592	1,500	001-2300-000.43-72	ELECTRICAL SYSTEMS	1,000	1,000	1,000
139	-	1,000	001-2300-000.43-73	PLUMBING	1,000	1,000	1,000
3,115	3,419	3,500	001-2300-000.43-75	ELEVATORS	4,000	4,000	4,000
4,711	3,182	2,000	001-2300-000.43-77	HVAC SYSTEMS	2,000	2,000	2,000
-	-	500	001-2300-000.43-80	SHOP EQUIPMENT	500	500	500
7,519	3,188	7,500	001-2300-000.50-20	PEST CONTROL	7,500	7,500	7,500
74,104	81,850	85,124	001-2300-000.52-10	LIABILITY INSURANCE	87,639	87,639	87,639
17,109	16,450	16,451	001-2300-000.52-30	PROPERTY INSURANCE	16,300	16,300	16,300
15,235	15,429	16,440	001-2300-000.52-50	AUTOMOTIVE INSURANCE	17,900	17,900	17,900
-	-	1,500	001-2300-000.52-70	FIDELITY BOND	1,500	1,500	1,500
6,149	6,107	7,175	001-2300-000.53-30	TELEPHONE	7,175	7,175	7,175
-	-	200	001-2300-000.58-10	TRAVEL, FOOD & LODGING	200	200	200
-	-	200	001-2300-000.58-50	TRAINING AND CONFERENCES	200	200	200
87	125	200	001-2300-000.60-10	OFFICE SUPPLIES	200	200	200
2,906	2,667	4,500	001-2300-000.60-20	JANITORIAL SUPPLIES	4,500	4,500	4,500
646	635	860	001-2300-000.60-80	CLOTHING	1,100	1,100	1,100
258	1,293	1,000	001-2300-000.69-50	MISCELLANEOUS EXPENSES	1,000	1,000	1,000
-	-	-	001-2300-000.69-80	ASSETS < \$5000			
286,578	259,552	286,560	TOTAL MATERIALS AND SERVICES		268,424	268,424	268,424
-	-	-	001-2300-000.72-20	BUILDINGS	-	-	-
-	-	8,000	001-2300-000.73-30	IMPRVMNTS OTHER THAN BLDGS			
44,128	-	45,000	001-2300-000.74-20	VEHICLES	11,000	11,000	11,000
44,128	-	53,000	TOTAL CAPITAL OUTLAY		11,000	11,000	11,000
394,713	328,819	409,468	SUB-TOTAL GENERAL SERVICES		346,121	346,121	346,121
394,713	328,819	409,468	TOTAL GENERAL SERVICES DEPT		346,121	346,121	346,121

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget**

Fund: General (001)
Department: Other Financing Uses (9500)
Program: Other (000)

Description

Other Financing Uses is broken into four groups. They are the following:

- Charges for Services or Special Payments are funding operations needed by the City to be paid to outside agencies. This year we are proposing a \$46,156 increase for Community Marketing services. We have also budgeted a Special Payment to the Fire District in accordance with an intergovernmental agreement that requires that \$90,000 per year from the City's portion of the Enterprise Zone #2 revenues be passed to the Fire District to be applied to debt they incur to improve Fire Station #2. This will continue for up to 15 years, or when the debt is paid off, whichever comes first.
- Operating Transfers Out is funding other operating funds of the City. This year we are making the following transfers:
 - \$65,000 to the Airport Fund for operations.
 - \$48,000 to the Special Grants Fund to 50% match for Bike Hub Grant
- The third group called "contributions to other agencies" is where the City is contributing tax dollars it collects to a public agency to provide products and service to the people of the City. By Ordinance, we provide 2.0% of the 8.0% transient room taxes paid to the City to the Northern Wasco County Parks & Recreation District.
- The General Fund Contingency and the General Fund Unappropriated Ending Fund balance are the fourth piece of the other financing uses.

2018-19 Goals, Projects, and Highlights

- To maintain all revenue resources to cover all four groups above with sufficient funding to meet the needs of the City and other entities.

2017-18 Accomplishments/Comments

- Successfully completed all payments and transfers budgeted.

Major Issues to be resolved in the next 5 years

- A reduction in the transfers out to the Airport as it is able to meet its operating costs as a regional airport with an industrial park.
- Maintain the General Fund contingency at 10%.

- Recover and maintain an unappropriated ending fund balance that can support the General Fund activities through the revenue shortfall months of July through October, ensuring the City does not have to borrow funds to maintain recurring expenses.

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget
GENERAL FUND – OTHER FINANCING ISSUES**

FY15/16 Actual	FY16/17 Actual	FY17/18 Budget	Account Number	Account Description	FY18/19 Proposed Budget	FY18/19 Approved Budget	FY18/19 Adopted Budget
OTHER USES							
248,037	275,049	280,000	001-9500-000.82-05	NW COUNTY PARKS & REC	287,000	287,000	287,000
	-	40,000	001-9500-000.80-06	MAIN STREET TOURISM	40,000	40,000	40,000
241,262	246,515	243,844	001-9500-000.80-10	TOURISM	290,000	290,000	290,000
-	56,000	56,000	001-9500-000.80-15	MID-COLUMBIA FIRE & RESCUE	90,000	90,000	90,000
489,299	577,564	619,844		TOTAL SPECIAL PAYMENTS	707,000	707,000	707,000
150,000	150,000	150,000	001-9500-000.81-05	STREET FUND	-	-	-
14,947	15,111	-	001-9500-000.81-10	UNEMPLOYMENT FUND	-	-	-
-	-	-	001-9500-000.81-18	SPECIAL GRANTS FUND	48,000	48,000	48,000
-	-	-	001-9500-000.81-37	CAPITAL PROJECTS FUND	-	-	-
65,000	125,000	65,000	001-9500-000.81-61	TO AIRPORT FUND	65,000	65,000	65,000
229,947	290,111	215,000		TOTAL OPERATING TRANSFERS OUT	113,000	113,000	113,000
-	-	487,973	001-9500-000.88-00	CONTINGENCY	773,827	773,827	773,827
-	-	487,973		TOTAL CONTINGENCY	773,827	773,827	773,827
-	-	728,336	001-9500-000.89-00	UNAPPROPRIATED ENDING BAL	948,688	950,967	948,208
-	-	728,336		TOTAL UNAPPROPRIATED ENDING BAL	948,688	950,967	948,208
719,246	867,675	2,051,153		TOTAL OTHER DEPARTMENT	2,542,515	2,544,794	2,542,035
7,275,794	7,481,952	9,454,638		TOTAL EXPENSES	10,315,789	10,315,789	10,315,789
2,313,089	2,597,678	-		GENERAL FUND - REVENUES LESS EXPENSES	-	-	-

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget**

LIBRARY FUND

Fund:	Library Fund (004)	
Department:	Library (2100)	Number of Employees: 14 (11.25 FTE)
Program:	Library Services (000)	

Mission

The Dalles-Wasco County Public Library provides Wasco County's citizens with free and equal access to materials relevant to their informational needs. The library serves as an unbiased source of information with opportunities provided for personal, educational, cultural and recreational enrichment.

Description

The Dalles-Wasco County Public Library serves the residents of the Wasco County Library Service District as well as the residents of surrounding areas who pay an annual fee or are included in reciprocal borrowing agreements. The Library Service District provides the library's operating funds through an intergovernmental agreement with the City. The agreement also includes funding for support services provided to other County libraries and stations. The library is a member of Sage, an automated library system shared by seventy-seven libraries in a fifteen county area.

Services provided by the library each year include more than 210,000 loans of books, magazines, books on tape, compact discs, DVDs, maps, and other various media; reference assistance and instruction in library use; interlibrary loans and reserve requests; public access to computers and the Internet including Wi-Fi access; mobile app access; downloadable audiobooks, videos and e-books; outreach services; public programs; ESL (English as a second language) and literacy services; and children's story hours and programs.

2018-2019 Goals, Projects and Highlights

- Work with City of Maupin to support efforts for new library facility and related fundraising.
- Update nine District computers: eight public and staff workstations at The Dalles Library and one public Internet workstation at Shaniko.
- Find STEM and literacy educators to provide programming at the library.
- Evaluate the library's book and non-book collection and consider materials for withdrawal based on criteria such as use, currency, and condition.
- Update the adult new book display area with shelving and furniture.
- Increase public programming offered to children, families and adults at The Dalles.
- Provide security cameras in children's and teen areas for improved public safety.
- Complete organizing and furnishing the new children's addition.

- Actualize an ultramodern and cutting-edge District website.
- Landscape courtyard and children's addition patio areas.
- Create a Maker Space.
- Continued development of library district brand including logo and style guide.
- Work with Mosier to provide some kind of basic service.

2017-2018 Accomplishments/Comments

- Started a dialogue with Mosier about providing library service.
- The Athenaeum (Teen Space) completed in June, 2017.
- Worked with City of Maupin to support efforts for improved library facility.
- Utilized cooperative database purchasing to provide online databases in the areas of auto repair and reference.
- Evaluated library's fiction, nonfiction and non-book collections, and considered materials for withdrawal based on criteria such as use, currency, and condition.
- Continued to develop children's non-fiction collection to meet Common Core Standards.
- Provided summer reading programs for elementary school-age children in Maupin, Dufur and The Dalles
- Updated eight computers.
- Outreach activities initiated across the Library District.
- Provided Kiwanis Club sponsored summer reading program.
- Introduced weekly early literacy and STEM activities. Also, used Google-funded technology and equipment for many of these activities.
- Provided three weekly story-time hours in library and outreach story-time hours in North, Central, and South Wasco County library locations.
- Increased STEM programming for the community.
- Expanded teen and adult programming.

Major Issues to be resolved in the next five years

- Form a more consolidated district.
- Determining allocation of resources among libraries as conditions change.
- Establishing a healthy reserve fund to sustain service plan, build capital reserves, and fund libraries until tax monies are received each year. Rebuilding The Dalles-Wasco County Library's reserve fund after the children's expansion project.
- Replacing the HVAC system at the Dalles-Wasco County Library.

**City of The Dalles, Oregon
Fiscal Year 2018-2019 Budget
LIBRARY SUMMARY**

FY15/16	FY16/17	FY17/18		FY18/19	FY18/19	FY18/19
<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Account Description</u>	<u>Proposed</u>	<u>Approved</u>	<u>Adopted</u>
				<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
1,251,474	1,343,398	1,135,852	BEGINNING BALANCE	1,270,713	1,270,713	1,270,713
1,959,222	1,332,487	1,257,179	REVENUES	1,334,065	1,334,065	1,334,065
26,000	-	-	OTHER SOURCES	-	-	-
3,236,696	2,675,885	2,393,031	TOTAL RESOURCES	2,604,778	2,604,778	2,604,778
1,815,456	1,098,452	1,429,937	LIBRARY	1,490,048	1,490,048	1,490,048
1,815,456	1,098,452	1,429,937	TOTAL EXPENDITURES	1,490,048	1,490,048	1,490,048
-	-	-	CHARGES FOR SERVICES	-	-	-
73,351	88,565	85,619	TRANSFER OUT	80,391	80,391	80,391
-	-	184,362	CONTINGENCY	217,346	217,346	217,346
-	-	693,113	UNAPPROPRIATED ENDING BAL	816,993	816,993	816,993
73,351	88,565	963,094	TOTAL OTHER USES	1,114,730	1,114,730	1,114,730
1,888,807	1,187,017	2,393,031	TOTAL EXPENDS & OTHER USES	2,604,778	2,604,778	2,604,778
1,347,889	1,488,868	-	FUND TOTAL	-	-	-

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget
LIBRARY FUND REVENUES & EXPENDITURES**

FY15/16 Actual	FY16/17 Actual	FY17/18 Budget	Account Number	Account Description	FY18/19 Proposed Budget	FY18/19 Approved Budget	FY18/19 Adopted Budget
LIBRARY FUND 004							
REVENUES							
1,251,474	1,343,398	1,135,852	004-0000-300.00-00	BEGINNING BALANCE	1,270,713	1,270,713	1,270,713
3,264	3,428	3,264	004-0000-334.20-00	STATE FOR LIBRARY	37,776	37,776	37,776
53,368		-	004-0000-337.10-00	URBAN RENEWAL CONTRIB - EXPAN	-	-	-
1,162,517	1,197,393	1,233,315	004-0000-337.20-00	LIBRARY DISTRICT TAXES FROM CO	1,270,314	1,270,314	1,270,314
14,654	14,921	12,500	004-0000-351.50-00	LIBRARY FINES	12,900	12,900	12,900
5,674	13,865	7,000	004-0000-361.00-00	INTEREST REVENUES	12,575	12,575	12,575
713,794	96,120	1,000	004-0000-365.00-00	GIFTS AND DONATIONS	400	400	400
5,951	6,760	100	004-0000-369.00-00	OTHER MISC REVENUES	100	100	100
26,000		-	004-0000-391.37-00	TRNSFR FROM CAPITAL PROJECT FUND			
3,236,696	2,675,885	2,393,031	TOTAL LIBRARY FUND REVENUES		2,604,778	2,604,778	2,604,778
EXPENDITURES							
380,164	403,569	427,396	004-2100-000.11-00	REGULAR SALARIES	438,261	438,261	438,261
75,768	62,287	70,929	004-2100-000.12-00	PARTTIME/TEMP SALARIES	95,080	95,080	95,080
174	704	2,500	004-2100-000.13-00	OVERTIME SALARIES	3,500	3,500	3,500
146,761	155,720	168,996	004-2100-000.21-10	MEDICAL INSURANCE	181,646	181,646	181,646
2,839	2,900	3,038	004-2100-000.21-20	L-T DISABILITY INSURANCE	3,122	3,122	3,122
482	468	503	004-2100-000.21-30	LIFE INSURANCE	528	528	528
4,889	3,037	3,008	004-2100-000.21-40	WORKERS COMP INSURANCE	3,047	3,047	3,047
33,585	34,641	38,313	004-2100-000.22-00	FICA	41,068	41,068	41,068
41,480	52,609	57,120	004-2100-000.23-00	RETIREMENT CONTRIBUTIONS	59,166	59,166	59,166
931	1,239	3,178	004-2100-000.28-00	VEBA CONTRIBUTIONS	4,107	4,107	4,107
180	15	180	004-2100-000.29-00	OTHER EMPLOYEE BENEFITS	180	180	180
687,253	717,189	775,161	TOTAL PERSONNEL SERVICE		829,705	829,705	829,705
9.50	11.25	11.25	Total Full-Time Equivalent (FTE)		12.00	12.00	11.25
42,261	49,176	73,731	004-2100-000.31-10	CONTRACTUAL SERVICES	89,845	89,845	89,845
-	32	500	004-2100-000.32-20	SPECIAL LEGAL SERVICES	500	500	500
3,561	2,029	4,727	004-2100-000.41-10	WATER & SEWER	4,770	4,770	4,770
1,196	1,313	1,122	004-2100-000.41-20	GARBAGE SERVICES	1,122	1,122	1,122
17,418	20,210	29,151	004-2100-000.41-40	ELECTRICITY	29,151	29,151	29,151
12,212	13,230	27,052	004-2100-000.43-10	BUILDINGS AND GROUNDS	32,388	32,388	32,388
3,986	3,564	17,881	004-2100-000.43-40	OFFICE EQUIPMENT	19,654	19,654	19,654
-		300	004-2100-000.43-45	JOINT USE OF LABOR/EQUIP	400	400	400
	20		0042100000.43-51	GAS/OIL/LUBRICANTS			
1,100	769	3,200	004-2100-000.43-52	LIBRARY VEHICLE-GAS/OIL/TIRES	3,200	3,200	3,200
45		5,117	004-2100-000.43-77	HVAC SYSTEMS	5,271	5,271	5,271
3,572	4,027	4,189	004-2100-000.52-10	LIABILITY INSURANCE	4,530	4,530	4,530
5,102	6,106	6,107	004-2100-000.52-30	PROPERTY INSURANCE	6,718	6,718	6,718
410	416	496	004-2100-000.52-50	AUTOMOTIVE INSURANCE	546	546	546
353	837	2,000	004-2100-000.53-20	POSTAGE	2,000	2,000	2,000
8,395	8,009	9,215	004-2100-000.53-30	TELEPHONE	9,868	9,868	9,868
3,595	1,375	6,744	004-2100-000.58-10	TRAVEL, FOOD & LODGING	12,133	12,133	12,133
1,243	714	10,381	004-2100-000.58-50	TRAINING AND CONFERENCES	10,494	10,494	10,494
1,590	741	2,306	004-2100-000.58-70	MEMBERSHIPS/DUES/SUBS	2,799	2,799	2,799
23,250	17,652	32,223	004-2100-000.60-10	OFFICE SUPPLIES	32,223	32,223	32,223
1,197	466	12,441	004-2100-000.60-20	JANITORIAL SUPPLIES	5,100	5,100	5,100
13,287	7,947	21,642	004-2100-000.60-85	SPECIAL DEPT SUPPLIES	35,983	35,983	35,983
102,139	86,698	108,920	004-2100-000.64-20	LIBRARY BOOKS AND BIND	143,227	143,227	143,227
3,446	2,628	5,073	004-2100-000.64-30	LIBRARY PERIODICALS	5,073	5,073	5,073
23,550	20,345	25,821	004-2100-000.64-40	AUDIO/VISUAL MATERIALS	25,821	25,821	25,821
9,359	2,979	22,858	004-2100-000.64-80	COMPUTER SOFTWARE	30,084	30,084	30,084
5,713	27	1,000	004-2100-000.69-50	MISCELLANEOUS EXPENSES	1,000	1,000	1,000
14,445	9,646	135,579	004-2100-000.69-80	ASSETS < \$5000	126,043	126,043	126,043
302,425	260,956	569,776	TOTAL MATERIALS AND SERVICES		639,943	639,943	639,943

City of The Dalles, Oregon
Fiscal Year 2018-19 Budget
LIBRARY FUND REVENUES & EXPENDITURES
(continued)

FY15/16 Actual	FY16/17 Actual	FY17/18 Budget	Account Number	Account Description	FY18/19 Proposed Budget	FY18/19 Approved Budget	FY18/19 Adopted Budget
LIBRARY FUND 004							
825,778	120,307	85,000	004-2100-000.72-20	BUILDINGS	20,400	20,400	20,400
-	-	-	004-2100-000.74-20	VEHICLES			
-	-	-	004-2100-000.74-30	FURNITURE AND FIXTURES			
-	-	-	004-2100-000.74-40	OFFICE EQUIPMENT			
-	-	-	004-2100-000.74-50	COMPUTER EQUIPMENT			
825,778	120,307	85,000	TOTAL CAPITAL OUTLAY		20,400	20,400	20,400
1,815,456	1,098,452	1,429,937	TOTAL LIBRARY OPERATING DEPARTMENT		1,490,048	1,490,048	1,490,048
OTHER USES							
70,957	86,133	85,619	004-9500-000.81-01	TO GENERAL FUND	80,391	80,391	80,391
2,394	2,432		004-9500-000.81-10	TO UNEMPLOYMENT FUND			
73,351	88,565	85,619	TOTAL INTERFUND TRANSFERS		80,391	80,391	80,391
-	-	184,362	004-9500-000.88-00	CONTINGENCY	217,346	217,346	217,346
-	-	184,362	TOTAL CONTINGENCY		217,346	217,346	217,346
-	-	23,153	004-9500-000.88-01	RESERVE FOR FUTURE EXPENDITURES	177,342	177,342	177,342
-	-	669,960	004-9500-000.89-00	UNAPPROPRIATED ENDING BAL	639,651	639,651	639,651
-	-	693,113	TOTAL UNAPPROPRIATED		816,993	816,993	816,993
73,351	88,565	963,094	TOTAL OTHER USES DEPARTMENT		1,114,730	1,114,730	1,114,730
1,888,807	1,187,017	2,393,031	GRAND TOTAL LIBRARY FUND		2,604,778	2,604,778	2,604,778
1,347,889	1,488,868	-	LIBRARY FUND - REVENUES LESS EXPENSES		-	-	-

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget**

Department:	Public Works	Number of Employees:	44
Program:	Enterprise and Dedicated Fund Activities		

Mission

To be responsive to our customers, to do our best work, and to build foundations for the future, so that the community reaps the rewards.

Description

The Department of Public Works is composed of five separate divisions with three different enterprise funds: Street Fund, Water Fund and Wastewater Fund. Revenues from individual enterprise funds cannot be co-mingled, and joint services between funds must be tracked and charged for appropriate reimbursement. Within the Department, administrative, engineering, and clerical support services are split proportionally among the funds.

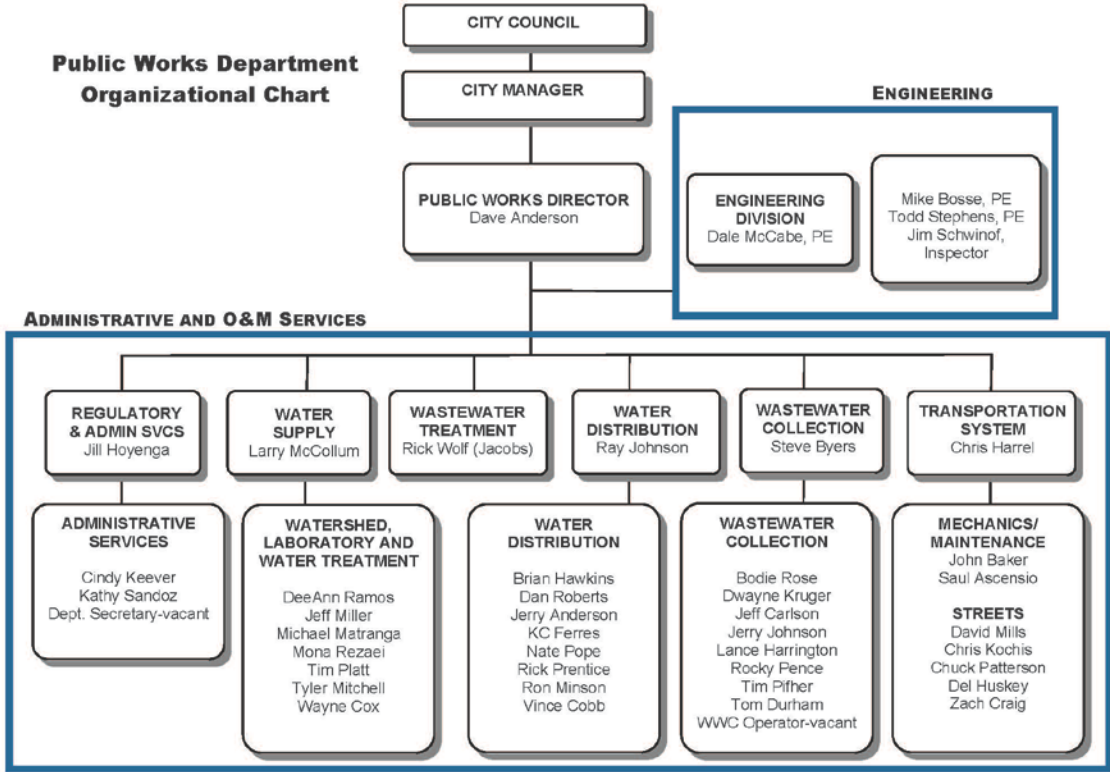
2018-19 Goals, Projects, and Highlights

- Continue to reinforce a safety culture within our workplace to avoid injury to employees and the public and prevent damage to equipment and property.
- Continue a street preventive maintenance program that focuses on improving surfaces and integrity of streets using the most cost effective methods available.
- Complete final design engineering for the replacement of the Dog River Diversion Line.
- Complete seismic upgrades and repainting of Sorosis and Columbia View Reservoirs.
- Proceed with design and construction work to implement an Aquifer Storage and Recovery (ASR) system.
- Complete construction of the new clarifier at the Wastewater Treatment Plant.

2017-18 Accomplishments

- Continued the emphasis on safety for all Public Works tasks and projects. As of March 23, 2018, the Department had worked 1045 continuous days without a time-loss accident.
- Completed the environmental permitting for the replacement of the Dog River Diversion Pipeline.
- Completed Phase 1 construction of a project to increase the capacity of the sanitary sewer main (in support of the Columbia Gorge Industrial Center) and install a storm water collection system in West 2nd Street, from Webber west to the cul-de-sac.
- Completed construction of the 18-inch diameter Port Industrial Water Main from Webber Street to near the intersection of River Road and River Trail Way.
- Completed an upgrade of the Lone Pine Well.
- Completed seismic upgrades and repainting of the Columbia View Reservoir.
- Completed 95% of the construction of Wastewater Treatment Plant Expansion-2015 project including the generation of electrical power from methane gas (Co-Gen).

- Completed a pH monitoring program in the Columbia River in support of renewal of the City’s Wastewater Treatment Plant discharge permit issued through Oregon DEQ.
- Planted about 86,000 more conifer tree seedlings within The Dalles Municipal Watershed in the area of the 2013 Government Flats Fire to replace trees planted in 2015 that died due to drought.
- Supported the efforts of Wasco County to update the City Appendix of the Wasco County Natural Hazards Mitigation Plan.



TECHNICAL SERVICES: ENGINEERING

Description

Provides professional engineering services and support for contracts, design, plan reviews, project management, construction quality control, and acceptance of public improvements and private development inside the Urban Growth Boundary. Assists in devising associated City ordinances and standards. Manages the City’s infrastructure archives.

2018-19 Goals, Projects and Highlights

Perform survey and design, and prepare contract documents for:

- East Scenic Dr. Stabilization Project, Phase II – Jefferson St. to Esther Way – complete street and utility design as time allows.
- Trevitt St., 10th St. to 17th St. – Utility Upgrade for Phases 1 through 8 – continue design as time allows.

- Begin design for West 2nd Street Joint Utility Project – Phase II.
- Implement Residential Infill Development Standards (development driven).
- Union St. water main upgrade and pressure reducing valve (PRV)
- West 6th St. Improvements – street widening/curb/sidewalk/storm – Pomona St. to Hostetler St. if funding becomes available and project is initiated.
- Safe Routes to Schools if grant funding is awarded to the City and the North Wasco County School District 21.
- Americans with Disabilities Act (ADA) compliant ramps for connecting/continuing ADA accessible pedestrian corridors.
- High priority/low cost projects as stated in the Transportation System Plan.
- East 4th St. and Laughlin St., Sanitary Sewer Improvements.
- East 4th St. and Federal St., Sanitary Sewer Upgrade Project.
- West 6th St. – North Sanitary Sewer Project as stated in the Wastewater Master Plan.
- West 10th St., Union St. to Mount Hood St. – Sanitary Sewer Upgrade – continue design as time allows.
- Sanitary Sewer Main Project under I-84 for Westside Sewer Interceptor Project.
- East Scenic Dr. Sanitary Sewer Upgrade.

Provide design oversight and/or construction inspection for:

- Relocation of utilities for downtown redevelopment projects.
- Aquifer Storage and Recovery (ASR) project.
- West 6th St. Improvements – Street Widening/Curb/Sidewalk – From drive entrance to K-Mart site to Snipes St., in conjunction with new Hotel development project at West 6th St. and Snipes St. – construction inspection and project oversight duplicate or different?.
- Continue to serve as the Co-Chair for the Blue Zones Project - The Dalles Built Environment Committee and oversee the Marquee Projects – Dry Hollow School Traffic Calming Project, Mill Creek Connector Trail, The Dalles Riverfront Connector Trail (East First St. Streetscaping Project).
- Wastewater Treatment Plant – Phase 2 Improvements – construction inspection and project oversight – Secondary Clarifier Project.

Prepare plans and/or contract documents, provide design oversight and/or construction inspection for:

- Garrison Reservoir painting contract and seismic upgrades.
- East 4th St. Grade – sanitary sewer and storm water line repairs.
- East 14th St.: Quinton St. to Thompson Storm Water Line Project, Phase I.
- East 4th St. Grade – Sanitary and Storm Sewer repairs.
- Cure In Place Pipe (CIPP) Slipline Contract
- Cliff St. Sanitary Sewer Project – new gravity sewer line to replace the 8th St. Sanitary Sewer Lift Station.

Prepare plans and/or contract documents for:

- West 6th St. Bridge Epoxy Repairs Project.

2017-18 Accomplishments¹

Ongoing Engineering Support Tasks:

- Annual review and update City Standard Specifications and Drawings (City Revised Oregon Department of Transportation/American Public Works Association (ODOT/APWA) Specifications and Standard Detail Drawings).
- Provide assistance and guidance to Public Works Field Crews.
- Update Maps and Geographic Information System (GIS) with as-built information, sewer video information, and street sign inventory information as they are received.
- Update City Models to keep current and accurate with most recent as-built information.
- Plan review for all development projects received by the Planning Department.

Performed survey and design, and prepared contract documents for:

- East Scenic Dr. Stabilization Project, Phase II – Jefferson St. to Esther Way – continued street and utility design as time allowed.
- Trevitt St., West 10th St. to West 17th St. Utility Upgrade – prepare Utility Master Plan.
- Cherry Heights Rd. PRV installation and water main intertie.
- Quinton St. Storm Water Line Upsize Project, East 9th St. to East 11th St.
- West 6th St. Improvements Project – street widening/curb/sidewalk design – from driveway entrance to K-Mart site to Snipes St., in conjunction with new hotel development project at West 6th St. and Snipes St.
- Kelly Ave. Area - East 12th St. and East 13th St. and East 13th St. and G St. – Sanitary Sewer Upgrade Projects.
- West 10th St., Union St. to Mount Hood Rd. – Sanitary Sewer Upgrade Project – continued design as time allowed.

Performed survey and design, and prepared contract documents as well as provided design oversight and/or construction inspection for:

- New 18” Looped Water Main Project around the industrial properties at the Old NW Aluminum Plant Site, Hydro Extrusions USA, LLC (formerly known as SAPA) site, and Old Rodeo grounds. The sanitary sewers were upgraded and new storm water lines were installed on West 2nd St. in conjunction with this project.

Provided design oversight and/or construction inspection for:

- Sorosis Reservoir Painting and Seismic Upgrade Contract.
- Columbia View Reservoir Painting and Seismic Upgrade Contract.
- Aquifer Storage and Recovery (ASR) project with Design LLC.
- Served as the Co-Chair for the Blue Zones Project - The Dalles Built Environment Committee and oversee the Marquee Projects – Dry Hollow School Traffic Calming Project, Mill Creek Connector Trail, The Dalles Riverfront Connector Trail (East First St. Streetscaping Project).

¹ Projects listed are accurate from June 2017 to February 2018 then planned unless otherwise noted.

- Wastewater Treatment Plant – Phase 2 Design/Build.
- Oregon Department of Transportation (ODOT) Project – 3 Mile Creek Crossing – protected existing sanitary sewer line.
- ODOT Project – Chenoweth Creek Bridge Replacement – sanitary sewer force mains re-route and re-install with bridge replacement.

Looking forward to the next 5 years

- Work toward getting utilities extended into the eastern and western portions of the City.
- Continue working on completing capital improvement projects as outlined in the City’s Master Plans.
- Continue updating system models provided with each water, wastewater, and storm sewer Master Plan with as-built information when projects are completed.
- Continue exploring options for new fill sites for City-generated spoils material.
- Complete City of The Dalles Engineering Standards.
- Work toward getting street grades and storm sewer trunk lines designed so that as development projects occur, infrastructure improvements can occur when infill development is initiated.
- Develop City-wide intersection signalization plan.
- Continue working toward creating ADA accessible pedestrian corridors.
- Continue working toward getting sidewalk segments completed to create safe routes for pedestrian access around town, in particular for safe routes to schools.
- Work toward getting street grades and storm sewer trunk lines designed so that as development projects occur, infrastructure improvements can occur when infill development is initiated.

REGULATORY COMPLIANCE SERVICES

Description

Provides supervision for Administrative Services, and ensures that the Public Works Department adheres to all relevant regulatory guidelines to avoid litigation and fines. This is achieved in a timely and cost-effective manner by staying informed of existing regulations, interpreting application in consultation with regulators, creating and implementing plans to meet requirements, providing enforcement and documentation, meeting the timelines set by regulatory agencies, and performing ongoing program updates.

2018 - 2019 Goals, Projects, and Highlights

- Prepare a Mercury Minimization Plan for reduction of mercury in the Wastewater Treatment Plant’s effluent to the Columbia River, as will be required by the City’s renewed NPDES discharge permit.

- Assist with development and maintenance of the City’s Continuity of Operations Plan.
- Address training requirements for implementing the Water System and Wastewater Emergency Response Plans.
- Develop and submit Water Management and Conservation Plan 5-year report due November 2019.
- Increase coordination of community outreach and public education.

2017-2018 Accomplishments²

Community Outreach – sharing our story with those that we serve

- Published annual Water Quality Report to all water customers as required by EPA. The 2017 Water Quality Report received the Excellence in Communications award from the Pacific Northwest Section of the American Water Works Association in 2018.
- Prepared a Department communication plan to focus education efforts on organizational needs. The purpose of the plan is to provide public information that is consistent and supportive of City and Public Works Department goals with the objective of highlighting the public role in achieving each goal. The plan also serves to facilitate development of key messages and coordinate distribution of messages.

Drinking Water Compliance – protects public health, ensures fire protection, supports a vibrant economy

- Assured compliance with state Drinking Water Program requirements for water testing and reporting.
- Tracked rule changes regarding Water Master Plan requirements.
- Participated in Pacific Northwest Section of the American Water Works Association activities.

Hazardous Materials, Emergency Preparedness & Safety Compliance

- Updated the City Addendum for the Natural Hazard Mitigation Plan
- Completed a significant update to the Wastewater Emergency Response & Public Notice Plan to enhance coordination with Klickitat County (WA) Public Health regarding public notice requirements on the north shore of the Columbia River, in Washington State.
- Administered hazardous materials management, sent unneeded chemicals to collection events, tracked recycled scrap metal, solvent, antifreeze and used oil, and reported to Oregon Department of Environmental Quality and the State Fire Marshal.
- Transitioned duties as City-Wide Safety Committee Coordinator, to the new Safety Officer. Hazardous materials tracking will remain with Regulatory Compliance Services.

Storm Water Compliance – protect public health and the environment, prevent property damage

- Tracked implementation of Municipal Separate Storm Sewer System Phase II General Permit Development (also known as MS4 Phase II) to determine the impact on our City.

² Statistics are accurate from June 2017 to February 2018 then estimated unless otherwise noted.

Transportation Compliance – enhance public safety and mobility

- Developed a tree and vegetation hazard reduction communication plan to encourage citizens to maintain safe passage for pedestrians and vehicles. The plan also supports enforcement of tree and vegetation hazard reduction ordinances if necessary.

Wastewater compliance – protects public health and the environment

- Worked with Oregon Department of Environmental Quality (DEQ) in an attempt to negotiate renewal of the NPDES discharge permit for the City’s Wastewater Treatment Plant.
- Assured compliance with DEQ’s Sanitary Sewer Overflow regulations, reporting as necessary to Oregon Emergency Response System and Oregon Department of Environmental Quality.
- Conducted Capacity, Management, Operation and Maintenance (CMOM) evaluation, a performance-based assessment for adequacy of conveyance system capacity that is also used to identify areas of improvement. Updated goals established in 2010.
- Industrial Pretreatment Program (IPP):
 - Submitted quarterly progress reports to DEQ detailing work on the Corrective Action Plan and Implementation Schedule that was developed in response to the deficiencies identified in the Pretreatment Compliance Audit conducted by DEQ September 2015.
 - Updated the Industrial Pretreatment Program Implementation Manual as required by the Pretreatment Compliance Audit. Completion of this task fulfilled all remaining corrective actions from the audit.
 - Administered discharge permits for eleven industrial users: Three Significant Industrial User permits and eight Local Program permits.
 - Reviewed 32 Wastewater Survey Questionnaires as part of an ongoing Industrial User Survey to evaluate the need for permitting of new or changed industrial users with non-domestic discharges to the City’s Publicly Owned Treatment Works (POTW). The number of surveys received increased by 45-percent (10 additional surveys).
 - The Local Program procedures document will be completed by the end of the fiscal year.
 - Participated in Oregon Association of Clean Water Agencies pretreatment committee meetings and workshops.

Looking forward to the next 5 years

- Implement the Mercury Minimization Plan upon approval.
- Perform careful reviews of newly issued NPDES permit requirements to ensure ongoing compliance.
- Assist with implementing Public Works Department action items resulting from 2018 Natural Hazard Mitigation Plan update. Prepare for 5-year update of the plan.
- Develop and submit updated Water Management and Conservation Plan in 2024.

ADMINISTRATIVE SERVICES

Description

Provides administrative functions for the Department of Public Works: budgeting, Department purchases, manpower cost apportionment, cost accounting for Department projects, departmental personnel functions, inventory tracking, customer service and timekeeping.

2018 – 19 Goals, Projects, and Highlights

- Continue to provide a high level of skilled customer service and professionalism, both internally and externally.
- Continue cross training of personnel in all functions associated with front office duties.
- Review/update forms and office Standard Operating Procedures.
- Develop and maintain an accessible library of Public Works Department policies and plans.
- Review/update Department webpages.

2017 – 2018 Accomplishments³

By the Numbers – demand for administrative tasks increased by an average of 300%

- Provided coordination for the 30th annual Community Cleanup event.
- Used the Internet Ticket Processing (ITIC) One Call locate system to track 1,228 locate requests.
- Logged and tracked approximately 25 field utility verifications, 61 building permits, 8 physical constraints/cut & fill permits, 10 property line adjustments, 19 plat maps and plans, and 8 miscellaneous permits, 2 change-of-use applications for processing through the Public Works and Planning Departments.
- Issued 86 Street/Sidewalk Closure permits, 20 Banner permits and 74 Right-of-Way Construction permits.
- Helped 1,687 people with the visitor log-in procedure at the Public Works Department front office.

At Your Service

- Provided administrative support to the Department Director and management staff.
- Processed the monthly Inter-Division Reimbursement Reports, invoices for Department services, and monthly time allocation job reports.
- Provided monthly detailed budget, account activity and revenue reports.
- Assembled bid/proposal packets and contracts for four Department projects.
- Performed departmental personnel functions, including Personnel Action Forms and new employee intake as needed.
- Provided clerical and administrative support for the monthly City of The Dalles Traffic Safety Commission and Public Works Safety Committee meetings.

³ Statistics are accurate from July 2017 to December 2017 then estimated by using January 2017 – June 2017 data. This estimation method is consistent with past Administrative Services Budget Narratives.

- Processed purchase orders and obtained approvals in a timely manner.
- Assisted with maintaining hydrant test data and tracked hydrants out of service.
- Provided liaison services for Department employees with insurance and retirement providers.
- Provided liaison services for the Department with the phone and alarm companies, and computer IT service.
- Provide administrative support for Request for Proposals (RFP) by posting advertisements, providing RFP documents to plan centers and routing inquiries.
- Initiate billing for new service installation and other work performed by Departments crews.
- Assist Department supervisors and crews with new daily time tracking system (Caselle).
- Transitioned invoice tracking to Caselle
- Transitioned Commercial Driver's License status and required medical exam tracking to administrative staff

Looking forward to the next 5 years

- Continue to obtain training to maintain a high level of skill and knowledge in the increasingly technical and complex business world.
- Streamline and develop efficient work practices during the review/update of forms and office Standard Operating Procedures.
- Develop the Department webpages to better support front desk customer service.

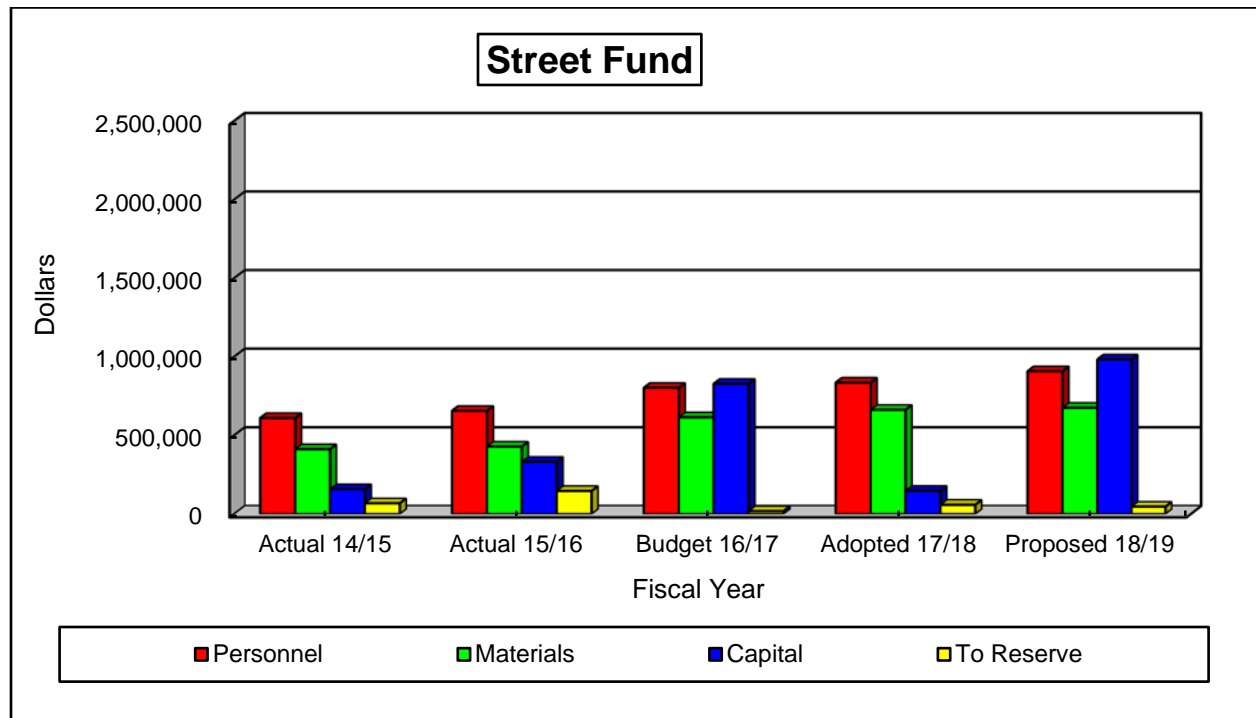
**City of The Dalles, Oregon
Fiscal Year 2018-2019 Budget
PUBLIC WORKS SUMMARY**

FY15/16 Actual	FY16/17 Actual	FY17/18 Budget	Revenue/Cost Centers	FY18/19 Proposed Budget	FY18/19 Approved Budget	FY18/19 Adopted Budget
13,037,663	15,696,098	18,309,678	BEGINNING BALANCE	11,498,032	11,498,032	11,498,032
13,101,987	13,631,708	13,011,849	REVENUES	13,696,636	13,696,636	13,696,636
6,706,339	9,337,344	20,627,406	OTHER SOURCES	15,380,946	15,380,946	15,380,946
32,845,989	38,665,150	51,948,933	TOTAL RESOURCES	40,575,614	40,575,614	40,575,614
1,413,284	1,417,310	2,396,566	STREET OPERATIONS	2,562,757	2,562,757	2,562,757
107,802	127,152	587,485	PUBLIC WORKS RESERVE FUND	706,872	706,872	706,872
429,031	33,113	1,223,461	STREET/BRIDGE REPLACEMENT FUND	1,400,844	1,400,844	1,400,844
1,171,523	1,233,371	1,549,616	WATER TREATMENT	1,509,146	1,509,146	1,509,146
1,814,776	1,656,351	1,968,093	WATER DISTRIBUTION	2,223,113	2,223,113	2,223,113
72,450	702,097	8,328,906	WATER DEPT CAPITAL RESERVE FUND	16,912,818	16,912,818	16,912,818
2,639,038	2,656,237	3,297,380	WASTE WATER FUND	3,527,251	3,527,251	3,527,251
455,406	149,409	3,081,583	SEWER SPECIAL RESERVE FUND	1,697,426	1,697,426	1,697,426
404,560	2,211,909	13,548,668	SEWER PLANT CONST	3,002,655	3,002,655	3,002,655
8,507,870	10,186,950	35,981,758	TOTAL EXPENDITURES	33,542,882	33,542,882	33,542,882
238,378	238,378	238,379	DEBT SERVICE	341,543	341,543	341,543
7,305,335	8,680,151	15,413,712	TRANSFER OUT	6,417,757	6,417,757	6,417,757
-	-	315,084	CONTINGENCY	273,432	273,432	273,432
7,543,713	8,918,529	15,967,175	TOTAL OTHER USES	7,032,732	7,032,732	7,032,732
16,051,583	19,105,479	51,948,933	TOTAL EXPENDS & OTHER USES	40,575,614	40,575,614	40,575,614
16,794,406	19,559,671	-	FUND TOTAL	-	-	-

**City of The Dalles, Oregon
Proposed Fiscal Year 2018-19 Budget**

STREET FUND

Fund:	Street (005)		
Department:	Public Works	Number of Employees:	7 dedicated
Program:	Street		10 shared / 9.45 FTE



The Street Fund (Fund 005-0500) is a dedicated fund used for the operation and maintenance of the City transportation systems. The fund's primary sources of revenue are the Oregon State Motor Vehicle Fund, a local 3-cent gas tax, and impact fees from the City's Water and Sewer Funds.

Description

The Street Division manages the operation and maintenance of 83 miles of paved City streets, as well as alleys, gravel and oil shot roads, right-of-ways, pedestrian access ways, bicycle paths, lighting, various triangle parks, and sidewalks. The Division also shares the responsibility of Public Works fleet management and the maintenance of City-owned buildings and grounds.

2018-19 Goals, Projects, and Highlights

- Be safe in all phases of our work, by recognizing hazards before work starts.
- Complete surface preservation projects on 6 miles of paved City streets.
- Implement a computerized pavement management program.

- Evaluate effectiveness of the new tree and vegetation hazard reduction communication plan in reaching the goal of maintaining safe passage for pedestrians and vehicles.
- Implement a noxious weed abatement program communication plan to encourage citizens to control of Puncturevine (*Trubulus terrestris*) and Tree of Heaven (*Ailanthus altissima*) and other noxious weeds on their property.

2017-2018 Accomplishments¹

By the Numbers

- The Transportation Division continued a preventive maintenance program that focuses on crack sealing, chip sealing, asphalt overlays and inlays in an effort to extend the life of the City's pavement structures.
- Performed 96 Pavement patches for the water and sewer departments.
- Performed 32 Skim patches and radius/shoulder improvement on roads.
- Crack sealed 8.6 miles of City streets.
- Chip sealed 10.3 miles of City streets.
- Completed projects:
 - 7th St. – 75'X26' Grind and 4" pave between Myrtle St. and Snipes St.
 - Snipes St. – 320'X24' Grind and pave for the county off of W 2nd St.
 - 21st St. and Lewis St. – Complete dig out and re-rock, fabric, grade and pave.
 - W 2nd St. – Rut grind and fill then a thin mix overlay between W 2nd St. and Webber St.
 - 3rd St. – Rut fill and thin mix overlay from Lincoln St. to Monroe St.
 - Sorosis Park – Tear out old asphalt and 5" pave under the pavilion
 - River Rd. – Grade and re-rock with grindings
 - W 11th St. – Dig out, re-rock and patch 6 sink holes between Jordan St. and Wright St.
 - Full depth reconstruct of Jordan St. from 14th St. to the end.
- Assisted with traffic control plans and equipment for 13 community functions including: parades, events, bicycle races, community cleanup, street festivals, and the car cruise.
- Restructured on-street parking in the downtown area creating 37 new parking spaces.

At Your Service

- Maintained street lighting, completed annual center line striping program, completed an evaluation of retro-reflectivity of street signs, replaced damaged signs, installed signage in numerous locations with attention to safe passage for motorists, bicycles and pedestrians.
- Provided ongoing equipment/fleet evaluations and helped administer the public works fleet maintenance and fleet procurement programs to maximize reliability and value of the Public Works vehicle fleet and equipment.
- Continued annual weed abatement program, including spray control of Puncturevine (*Trubulus terrestris*) and Tree of Heaven (*Ailanthus altissima*) within City right-of-ways.
- Worked with utilities, nonprofit organizations, businesses, homeowners, governmental

¹ Statistics are accurate from June 2017 to February 2018 then estimated unless otherwise noted.

- agencies and contractors on scoping and permitting work within City right-of-way.
- Provided maintenance support for City buildings and grounds.
 - Provided traffic counts for engineering studies.
 - Provided staff support for Traffic Safety Commission issues, recommendations and resolutions.
 - Continue to help Engineering Division solve drainage issues throughout the City by cleaning and maintaining City drainages including hazardous tree removal.
 - Responded to and assisted Police, Codes Enforcement and City Development issues.
 - Installed street banners for each banner permit issued.
 - Processed and recycled asphalt grindings that were generated from paving projects and placed them onto the City's gravel streets and alleyways.
 - Provided snow plowing and sanding services during the winter storm season of 2017/18.
 - Completed 100% of the grading and maintenance of the gravel streets and alleyways, compared to only 20% completed the previous calendar year.
 - Assisted with development of a tree and vegetation hazard reduction communication plan to encourage citizens to maintain safe passage for pedestrians and vehicles. The plan also supports enforcement of safe passage ordinances if necessary.

Looking forward to the next 5 years

- Develop a balance between funding availability, staffing levels and maintenance needs.

**City of The Dalles, Oregon
STREET FUND SUMMARY**

FY15/16	FY16/17	FY17/18		FY18/19	FY18/19	FY18/19
<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Revenue/Cost Centers</u>	<u>Proposed</u>	<u>Approved</u>	<u>Adopted</u>
				<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
1,671,364	1,617,965	2,054,615	BEGINNING BALANCE	2,158,767	2,158,767	2,158,767
1,545,151	1,749,712	1,824,646	REVENUES	2,242,480	2,242,480	2,242,480
836,123	618,516	725,876	OTHER SOURCES	632,946	632,946	632,946
4,052,638	3,986,192	4,605,137	TOTAL RESOURCES	5,034,193	5,034,193	5,034,193
1,413,284	1,417,310	2,396,566	STREET OPERATIONS	2,562,757	2,562,757	2,562,757
107,802	127,152	587,485	PUBLIC WORKS RESERVE FUND	706,872	706,872	706,872
429,031	33,113	1,223,461	TRANSPORTATION SYS RESERVE FUND	1,400,844	1,400,844	1,400,844
1,950,117	1,577,576	4,207,512	TOTAL EXPENDITURES	4,670,473	4,670,473	4,670,473
-	-	-	CHARGES FOR SERVICES	-	-	-
484,557	256,087	305,625	TRANSFER OUT	303,237	303,237	303,237
-	-	92,000	CONTINGENCY	60,483	60,483	60,483
-	-	-	UNAPPROPRIATED ENDING BAL	-	-	-
484,557	256,087	397,625	TOTAL OTHER USES	363,720	363,720	363,720
2,434,674	1,833,663	4,605,137	TOTAL EXPENDS & OTHER USES	5,034,193	5,034,193	5,034,193
1,617,964	2,152,530	-	FUND TOTAL	-	-	-

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget
STREET FUND**

FY15/16 Actual	FY16/17 Actual	FY17/18 Budget	Account Number	Account Description	FY18/19 Proposed Budget	FY18/19 Approved Budget	FY18/19 Adopted Budget
STREET FUND 005							
REVENUES							
555,592	586,771	881,067	005-0000-300.00-00	BEGINNING BALANCE	907,474	907,474	907,474
76,021	89,904	81,402	005-0000-318.20-00	NORTHWEST NATURAL	81,402	81,402	81,402
			005-0000-318.30-00	ZAYO GROUP	5,000	5,000	5,000
485,409	501,546	500,000	005-0000-319.40-00	LOCAL 3 CENT FUEL TAX	510,000	510,000	510,000
-	-	-	005-0000-331.90-00	FEDERAL GRANTS-MISC	-	-	-
857,789	872,068	842,546	005-0000-335.40-00	STATE MOTOR VEH FND	1,060,020	1,060,020	1,060,020
-	-	-	005-0000-337.10-00	URBAN RENEWAL	8,920	8,920	8,920
-	-	-	005-0000-337.70-00	CHENOWITH PUD	-	-	-
0	3	-	005-0000-341.80-00	COPIES, PLANS, ORD'S	-	-	-
722	10,580	500	005-0000-341.90-00	MISC SALES AND SRVCE	500	500	500
18,391	5,311	24,500	005-0000-348.00-00	INTERDEPARTMENTAL REVENUE	24,500	24,500	24,500
2,118	5,319	2,000	005-0000-361.00-00	INTEREST REVENUES	7,000	7,000	7,000
14,831	12,448	300	005-0000-369.00-00	OTHER MISC REVENUES	300	300	300
150,000	150,000	150,000	005-0000-391.01-00	FROM GENERAL FUND	-	-	-
170,056	168,426	160,005	005-0000-391.51-00	WATER UTILITY FUND	169,062	169,062	169,062
151,867	152,090	151,871	005-0000-391.55-00	WASTEWATER UTILITY	152,299	152,299	152,299
1,816	-	-	005-0000-392.00-00	SALE OF FIXED ASSETS	-	-	-
2,484,612	2,554,465	2,794,191	TOTAL STREET FUND REVENUES		2,926,477	2,926,477	2,926,477
EXPENDITURES							
386,350	427,522	460,487	005-0500-000.11-00	REGULAR SALARIES	512,749	512,749	512,749
14,466	18,259	47,920	005-0500-000.12-00	PARTTIME/TEMP SALARIES	28,800	28,800	28,800
11,626	18,424	24,445	005-0500-000.13-00	OVERTIME SALARIES	25,195	25,195	25,195
104,835	113,348	138,665	005-0500-000.21-10	MEDICAL INSURANCE	161,217	161,217	161,217
2,464	2,716	2,901	005-0500-000.21-20	L-T DISABILITY INSURANCE	3,230	3,230	3,230
316	386	398	005-0500-000.21-30	LIFE INSURANCE	415	415	415
52,712	49,027	51,711	005-0500-000.21-40	WORKERS COMP INSURANCE	55,987	55,987	55,987
30,689	33,636	39,856	005-0500-000.22-00	FICA	43,356	43,356	43,356
48,863	48,367	62,166	005-0500-000.23-00	RETIREMENT CONTRIBUTIONS	68,443	68,443	68,443
2,478	2,507	5,989	005-0500-000.28-00	VEBA CONTRIBUTIONS	7,140	7,140	7,140
88	190	86	005-0500-000.29-00	OTHER EMPLOYEE BENEFITS	156	156	156
654,888	714,382	834,624	TOTAL PERSONNEL SERVICE		906,688	906,688	906,688
8.5	7.5	7.5	Total Full-Time Equivalent (FTE)		7.5	7.5	7.5
48,405	47,479	35,353	005-0500-000.31-10	CONTRACTUAL SERVICES	54,996	54,996	54,996
9,472	10,947	12,042	005-0500-000.31-40	WASCO CO COMMUNICATIONS	15,451	15,451	15,451
-	-	1,000	005-0500-000.34-10	ENGINEERING SERVICES	1,000	1,000	1,000
6,502	5,968	6,470	005-0500-000.34-30	COMPUTER SERVICES	7,134	7,134	7,134
-	-	-	005-0500-000.34-50	SPECIAL STUDIES & REPORTS	-	-	-
3,863	2,818	6,110	005-0500-000.41-10	WATER & SEWER	6,495	6,495	6,495
2,641	2,691	6,275	005-0500-000.41-20	GARBAGE SERVICES	5,850	5,850	5,850
3,930	4,919	6,215	005-0500-000.41-30	NATURAL GAS	6,650	6,650	6,650
4,317	4,521	5,540	005-0500-000.41-40	ELECTRICITY	5,542	5,542	5,542
91,043	100,551	102,444	005-0500-000.41-50	STREET & TRAFFIC LIGHTING	112,790	112,790	112,790
7,980	7,980	7,980	005-0500-000.42-00	JANITORIAL SERVICES	7,980	7,980	7,980
4,328	4,654	17,247	005-0500-000.43-10	BUILDINGS AND GROUNDS	13,618	13,618	13,618
-	90	1,200	005-0500-000.43-20	COMPUTERS	1,200	1,200	1,200
901	12	2,285	005-0500-000.43-30	RADIO EQUIPMENT	1,810	1,810	1,810
-	210	500	005-0500-000.43-40	OFFICE EQUIPMENT	400	400	400
4,274	16,309	18,075	005-0500-000.43-45	JOINT USE OF LABOR/EQUIP	4,000	4,000	4,000
49,894	44,255	57,830	005-0500-000.43-50	VEHICLES	50,995	50,995	50,995
22,650	29,792	29,655	005-0500-000.43-51	GAS/OIL/DIESEL/LUBRICANTS	29,200	29,200	29,200
8,753	15,240	13,200	005-0500-000.43-52	TIRES AND TIRE REPAIRS	11,125	11,125	11,125
8,250	3,788	10,789	005-0500-000.43-70	GENERAL EQUIPMENT	9,100	9,100	9,100
39	708	1,329	005-0500-000.43-71	SPCL UTILITY EQUIPMENT	1,350	1,350	1,350
5,837	5,885	11,672	005-0500-000.43-80	SHOP EQUIPMENT	10,247	10,247	10,247

City of The Dalles, Oregon
Fiscal Year 2018-19 Budget
STREET FUND
(continued)

FY15/16 Actual	FY16/17 Actual	FY17/18 Budget	Account Number	Account Description	FY18/19 Proposed Budget	FY18/19 Approved Budget	FY18/19 Adopted Budget	
STREET FUND 005								
	745	721	1,420	005-0500-000.43-81	SERVICE PICKUP TOOLS	1,450	1,450	1,450
	293	341	436	005-0500-000.43-87	UTILITIES LOCATES	556	556	556
	-	2,078	10,625	005-0500-000.44-20	RENTAL OF EQUIPMENT	2,500	2,500	2,500
	8,205	8,583	8,927	005-0500-000.52-10	LIABILITY INSURANCE	9,356	9,356	9,356
	6,439	6,191	6,191	005-0500-000.52-30	PROPERTY INSURANCE	7,467	7,467	7,467
	8,906	9,675	10,305	005-0500-000.52-50	AUTOMOTIVE INSURANCE	9,411	9,411	9,411
	-	-	1,500	005-0500-000.52-60	INSURANCE DEDUCTIBLES	1,500	1,500	1,500
	69	123	1,020	005-0500-000.53-20	POSTAGE	920	920	920
	7,668	8,021	9,555	005-0500-000.53-30	TELEPHONE	9,560	9,560	9,560
	-	-	150	005-0500-000.53-40	LEGAL NOTICES	150	150	150
	168	-	557	005-0500-000.53-60	PUBLIC EDUCATION/INFO	570	570	570
	2,211	634	-	005-0500-000.54-00	ADVERTISING	-	-	-
	118	104	1,215	005-0500-000.55-00	PRINTING AND BINDING	1,150	1,150	1,150
	136	173	300	005-0500-000.57-00	PERMITS	300	300	300
	259	401	1,850	005-0500-000.58-10	TRAVEL, FOOD & LODGING	1,600	1,600	1,600
	8,649	2,893	12,378	005-0500-000.58-50	TRAINING AND CONFERENCES	13,963	13,963	13,963
	744	832	1,202	005-0500-000.58-70	MEMBERSHIPS/DUES/SUBS	1,162	1,162	1,162
	2,344	2,401	3,433	005-0500-000.60-10	OFFICE SUPPLIES	3,130	3,130	3,130
	2,098	2,325	2,400	005-0500-000.60-20	JANITORIAL SUPPLIES	4,280	4,280	4,280
	2,412	2,329	3,273	005-0500-000.60-80	CLOTHING	2,400	2,400	2,400
	3,336	3,386	6,052	005-0500-000.60-85	SPECIAL DEPT SUPPLIES	7,220	7,220	7,220
	113	603	2,720	005-0500-000.60-86	CHEMICAL/LAB SUPPLIES	10,995	10,995	10,995
	87,943	97,662	211,807	005-0500-000.60-87	STREET CONST SUPPLIES	185,994	185,994	185,994
	119	94	930	005-0500-000.64-10	BOOKS AND PERIODICALS	1,149	1,149	1,149
	-	-	-	005-0500-000.64-80	COMPUTER SOFTWARE	29,167	29,167	29,167
	90	-	9,566	005-0500-000.69-50	MISCELLANEOUS EXPENSES	-	-	-
	1,491	5,596	-	005-0500-000.69-80	ASSETS < \$5000	11,164	11,164	11,164
	427,632	463,983	661,023	TOTAL MATERIALS AND SERVICES		674,047	674,047	674,047
	5,490	-	6,400	005-0500-000.72-20	BUILDINGS	25,000	25,000	25,000
	-	-	-	005-0500-000.74-10	MACHINERY	-	-	-
	-	-	-	005-0500-000.74-20	VEHICLES	-	-	-
	-	-	-	005-0500-000.74-25	COMMUNICATIONS EQUIP	-	-	-
	-	-	-	005-0500-000.74-30	FURNITURE AND FIXTURES	-	-	-
	-	-	-	005-0500-000.74-50	COMPUTER EQUIPMENT	-	-	-
	-	-	-	005-0500-000.74-90	EQUIPMENT, OTHER	3,510	3,510	3,510
	325,274	238,945	894,519	005-0500-000.75-10	CAPITAL PROJECTS	953,512	953,512	953,512
	330,764	238,945	900,919	TOTAL CAPITAL OUTLAY		982,022	982,022	982,022
	1,413,284	1,417,310	2,396,566	TOTAL STREET OPERATIONS		2,562,757	2,562,757	2,562,757
OTHER USES								
	175,497	175,938	177,694	005-9500-000.81-01	TO GENERAL FUND	197,427	197,427	197,427
	145,945	18,000	68,000	005-9500-000.81-09	TO PUBLIC WKS RESV FUND	45,800	45,800	45,800
	2,138	2,375	-	005-9500-000.81-10	TO UNEMPLOYMENT FUND	-	-	-
	101,439	-	-	005-9500-000.81-13	TO TRANSPORTATION SYSTEM FUND	-	-	-
	59,538	59,774	59,931	005-9500-000.81-43	TO FFCO 2008 DEBT SVC FUND	60,010	60,010	60,010
	484,557	256,087	305,625	TOTAL OPERATING TRANSFERS OUT		303,237	303,237	303,237
	-	-	92,000	005-9500-000.88-00	CONTINGENCY	60,483	60,483	60,483
	-	-	92,000	TOTAL CONTINGENCY		60,483	60,483	60,483
	484,557	256,087	397,625	TOTAL OTHER USES		363,720	363,720	363,720
	1,897,841	1,673,397	2,794,191	GRAND TOTAL STREET FUND EXPENSES		2,926,477	2,926,477	2,926,477
	586,771	881,068	-	STREET FUND - REVENUES LESS EXPENSES		-	-	-

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget
PUBLIC WORKS RESERVE FUND**

FY15/16 Actual	FY16/17 Actual	FY17/18 Budget	Account Number	Account Description	FY18/19 Proposed Budget	FY18/19 Approved Budget	FY18/19 Adopted Budget
PUBLIC WORKS RESERVE FUND 009							
REVENUES							
144,344	298,859	320,985	009-0000-300.00-00	BEGINNING BALANCE	388,287	388,287	388,287
1,371	3,568	2,500	009-0000-361.00-00	INTEREST REVENUES	7,000	7,000	7,000
-	-	-	009-0000-369.00-00	OTHER MISC REVENUES	-	-	-
145,945	18,000	68,000	009-0000-391.05-00	STREET FUND	45,800	45,800	45,800
50,000	50,000	76,000	009-0000-391.51-00	WATER UTILITY FUND	-	-	-
65,000	80,000	120,000	009-0000-391.55-00	WASTEWATER FUND	265,785	265,785	265,785
-	-	-	009-0000-392.10-00	SALE OF WATER FUND FIXED ASSETS	-	-	-
-	-	-	009-0000-392.20-00	SALE OF WASTEWATER FIXED ASSETS	-	-	-
-	-	-	009-0000-392.30-00	SALE OF STREET FUND FIXED ASSETS	-	-	-
-	-	-	009-0000-393-10.00	LOAN /BOND PROCEEDS	-	-	-
406,660	450,427	587,485	TOTAL PUBLIC WORKS RESERVE FUND REVENUES		706,872	706,872	706,872
EXPENDITURES							
-	-	-	009-9000-000.74-10	MACHINERY	33,000	33,000	33,000
107,802	127,152	587,485	009-9000-000.74-20	VEHICLES	673,872	673,872	673,872
107,802	127,152	587,485	TOTAL CAPITAL OUTLAY		706,872	706,872	706,872
107,802	127,152	587,485	GRAND TOTAL PUBLIC WORKS RESERVE EXPENSES		706,872	706,872	706,872
298,858	323,275	-	PUBLIC WORKS RESERVE FUND - REVENUES LESS EXPENSES		-	-	-

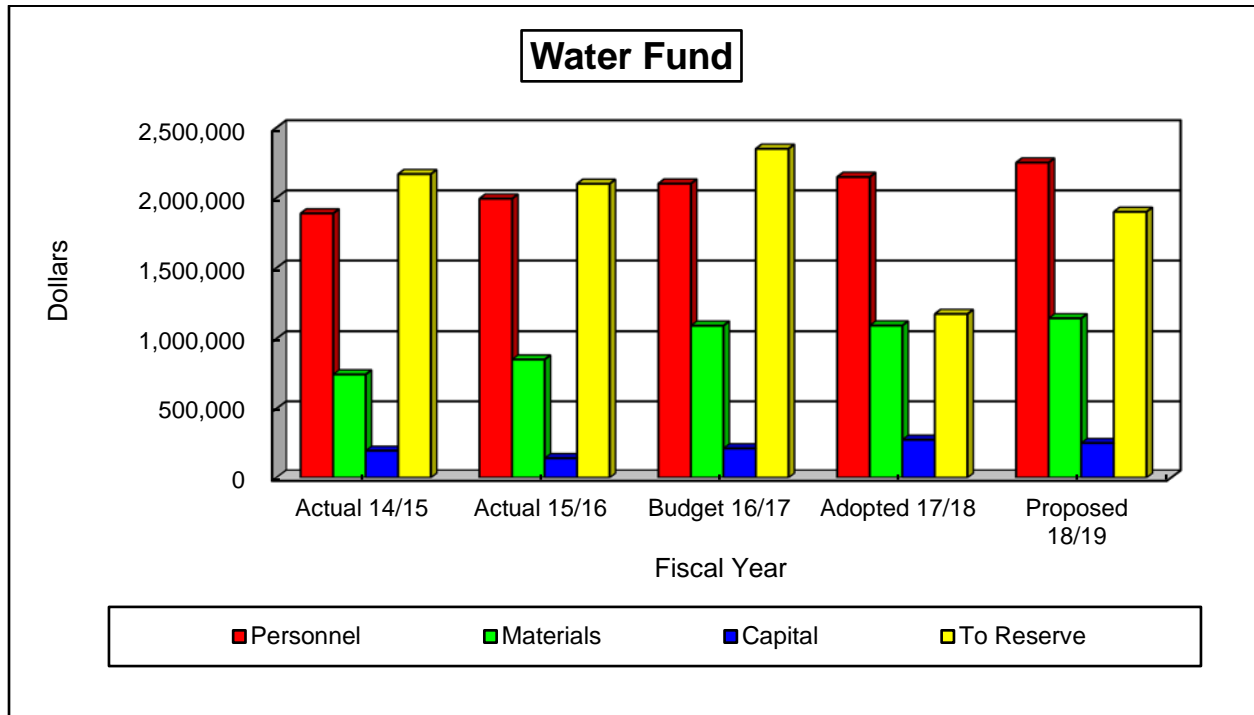
TRANSPORTATION SYSTEM RESERVE FUND

Established by Res. 11-017 (06/13/11) – Review by 06/13/21)

FY15/16 Actual	FY16/17 Actual	FY17/18 Budget	Account Number	Account Description	FY18/19 Proposed Budget	FY18/19 Approved Budget	FY18/19 Adopted Budget
TRANSPORTATION SYSTEM RESERVE FUND 013							
REVENUES							
971,428	732,335	852,563	013-0000-300.00-00	BEGINNING BALANCE	863,006	863,006	863,006
-	-	263,898	013-0000-331.11-00	FAU EXCHANGE FUNDS	428,838	428,838	428,838
-	-	-	013-0000-331.90-00	FEDERAL GRANTS - MISC	-	-	-
84,850	239,963	100,000	013-0000-344.20-10	CONNECT CHRGS/ TRANS SDC	100,000	100,000	100,000
3,649	9,002	7,000	013-0000-361.00-00	INTEREST REVENUES	9,000	9,000	9,000
101,439	-	-	013-0000-391.05-00	STREET FUND	-	-	-
1,161,366	981,301	1,223,461	TOTAL TRANSPORT SYS RSRV FUND REVENUES		1,400,844	1,400,844	1,400,844
EXPENDITURES							
424,921	33,113	1,223,461	013-1400-000.75-10	CAPITAL PROJECTS	1,400,844	1,400,844	1,400,844
424,921	33,113	1,223,461	TOTAL CAPITAL OUTLAY		1,400,844	1,400,844	1,400,844
INTERFUND TRANSFERS							
4,110	-	-	013-9500-000.18-00	TO SPECIAL GRANTS FUND	-	-	-
-	-	-	013-9500-000.37-00	TO CAPITAL PROJECT FUND	-	-	-
4,110	-	-	TOTAL INTERFUND TRANSFERS		-	-	-
429,031	33,113	1,223,461	GRAND TOTAL TRANSPORT SYS RSRV FUND EXPENSES		1,400,844	1,400,844	1,400,844
732,335	948,188	-	TRANSPORT SYS RSRV FUND - REVENUE LESS EXPENSES		-	-	-

WATER FUND

Fund: Water (050) **Number of Employees:** 17 dedicated
Department: Public Works **11 shared / 21.55 FTE**
Program: Water Treatment and Water Distribution



The Water Fund is an enterprise fund used to account for the operations of the City’s water utility. The fund’s primary source of revenue is the sale of water. For budget purposes the fund is divided into two parts: Water Treatment (051-5000) and Water Distribution (051-5100).

WATER TREATMENT

Description

The Water Treatment program accounts for all activities for daily operations and maintenance required to ensure the continuous operation of the Wicks Water Treatment Plant which normally provides about 85 - 90% of the City’s annual water supply and is staffed around the clock. The Water Treatment Division also includes operation and maintenance of the water quality laboratories, and management of The Dalles Municipal Watershed for the protection of water quality and quantity.

The Wicks Water Treatment Plant Division works closely with the Water Distribution Division and the City’s Utility Billing Department to provide quality customer service on a daily basis.

In conjunction with Regulatory Compliance Services, the Wicks Water Treatment Plant Division monitors Federal and State drinking water regulation changes and makes necessary adjustments and/or improvements required to keep the water system in compliance.

2018-19 Goals, Projects and Highlights

- Be safe in all phases of our work, by recognizing hazards before work starts.
- Complete final design engineering for the replacement of the Dog River Diversion Pipeline and advertise a contract for construction of the project.
- Work toward approval of new Department of Environmental Quality (DEQ) permit, if needed, for discharge of filter backwash water.
- Complete rehabilitation of the 55 year-old Wicks Well pump/motor and piping.
- Initiate a new asset management system as part of the effort to develop an electronic operations “manual” for the treatment plant’s various processes.

2017-18 Accomplishments¹

By The Numbers

- Supported the efforts of our newest Water Treatment Operators to advance through the next levels in their State Water Treatment Certification.
- Completed the planned replanting of the Watershed following the 2013 Government Flats Fire.

At your Service

- Continued to participate in and apply optimization principles of Partnership for Safe Water.
- Continued the process to obtain OR-OSHA Safety and Health Achievement Recognition Program (SHARP) rating.
- Based on engineering input, repaired leaks in the #1 Settling Basin at the treatment plant.
- Replaced the baffling in both of the flocculation and sedimentation.

Extraordinary Effort

- Design and repairs to the bridge at the base of the Crow Creek Dam were completed.
- Continued work on environmental permitting and funding supplements for the Dog River Diversion Pipeline replacement project.
- Continued work toward a new DEQ permit for discharge of filter backwash water.
- Achieved continued recognition for 16 years uninterrupted compliance with the Partnership for Safe Water – Directors Award

Looking forward to the next 5 years

- Complete replacement of the 100+ year old wooden Dog River Diversion Pipeline.
- Complete a land exchange with US Forest Service to facilitate the future enlargement and spillway enhancement of Crow Creek Dam.

¹ Statistics are accurate from June 2017 to February 2018 then estimated unless otherwise noted.

- Facilitate development of forest health improvement and fire fuels reduction programs on federally-owned lands in The Dalles Municipal Watershed including the Mill Creek Buttes and Dog River drainage.
- Replace or rehabilitate the 60 year-old Washwater Reservoir at the Wicks Water Treatment Plant.
- Upgrade the aging SCADA system

WATER DISTRIBUTION

Description

The Water Distribution Division is responsible for the infrastructure that provides an uninterrupted supply of clean, safe drinking water for the citizens and businesses of the City of The Dalles. The Division also is responsible for maintaining adequate water volume and pressure for city-wide fire fighting efforts.

The drinking water distribution system includes 3 deep wells (which normally provides about 10 - 15% of the City's annual water supply), 5 storage reservoirs, 3 booster pumping stations, 100 miles of water mains, 16 separate service/pressure zones (incorporating 62 pressure reducing valves), more than 700 fire hydrants, about 5,010 water meters and 5 ground water (dewatering) well systems. Operations, maintenance, monitoring and most upgrading projects are performed by the Water Distribution Division crew. The City's Cross Connection Control (backflow prevention) program is also operated within this Division.

The Water Distribution Division works closely with the Wicks Water Treatment Plant Division and the City's Utility Billing Department to provide quality customer service on a daily basis.

In conjunction with the Wastewater Collection Division, the Water Distribution Division maintains a 24-hour per day, 365-day per year emergency response program. This "On-Call" program provides nearly immediate response to any City utility after-hours emergency.

The Water Distribution Division also works closely with the Regulatory Compliance Services to monitor Federal and State drinking water regulation changes and make necessary adjustments and/or improvements required to keep the water system in compliance.

2018-19 Goals, Projects and Highlights

- Be safe in all phases of our work, by recognizing hazards before work starts.
- Support implementation of initial phases of the City's Aquifer Storage & Recovery (ASR) program.
- Complete new interior and exterior coating system and seismic upgrades to Sorosis Reservoir.
- Implement Electronic Service Order System.

2017-18 Accomplishments²

By The Numbers

- Completed the contracted construction of 2.7 miles of new 18 inch new water main to serve the Port Industrial Area as part of the “2nd Street Joint Utility Improvement Project”.
- Completed Lone Pine Well Upgrade Project.
- Completed the seismic upgrades and interior and exterior repainting of Columbia View Reservoir.
- Continued the annual residential water meter replacement program, replacing 8% (approximately 400) old residential water meters with new meters each year.
- Continued the Pressure Reducing Valve/ Pump Control Valve maintenance program at a level of rehabilitating twelve (12) PRV stations per year.
- Repaired or replaced 10 fire hydrants.
- Maintained Kelly Landslide Stabilization Project by operating and maintaining 5 dewatering wells, monitoring inclinometers, recording piezometer measurements and flow meters.
- Water Distribution crew corporately attended over 25 industry related training courses to maintain required certifications.

At your Service

- Addressed all emergency water problems including main breaks, service line leaks and customer turn offs within 24 hours and with minimal customer impact.
- Ensured protection of public health through water quality monitoring, water quality investigations, backflow protection, system maintenance, and assurance of adequate fire flow.
- Administered our Cross Connection Control Program in a manner that ensures that our drinking water remains safe throughout the distribution system. Cross Connection Control Program elements include:
 - Track and record the testing of existing backflow assemblies.
 - Track and record the installation and testing of new backflow assemblies.
 - Complete surveys and inspections to assess cross connection control needs.
- Replaced galvanized laterals and upgrade mains for system improvement and leak reduction in advance of street paving projects.
- Support efforts through the Finance Department to implement a “Call Tree System” to notify customers of delinquent payments resulting in a 60% reduction of placing door hanger reminders.
- Performed extensive utility locates for new fiber optic project.
- Purchased leak correlator equipment and implemented usage.

Looking forward to the next 5 years

- Continue implementation of a residential water meter box lid replacement program, replacing 10% (approximately 480) deteriorating concrete residential meters box lids with new polymer lids each year.

² Statistics are accurate from June 2017 to February 2018 then estimated unless otherwise noted.

- Continue the annual residential water meter replacement program, replacing 8% (approximately 400) old residential water meters with new meters each year. Accurate meter measurements are a first important step to accurate billing information.
- Replacement of transmission mains from Wicks Treatment plant to distribution system (7.61 miles).
- Replace or reroute 6" cast water main from Mt. Hood Street to Cherry Heights Street - "Cherry Heights Intertie".
- Implement systematic "In House" leak detection program.
- Support implementation additional phases of the City's Aquifer Storage & Recovery (ASR) program.

City of The Dalles, Oregon
WATER UTILITY FUND SUMMARY

FY15/16	FY16/17	FY17/18		FY18/19	FY18/19	FY18/19
Actual	Actual	Budget	Revenue/Cost Centers	Proposed	Approved	Adopted
				Budget	Budget	Budget
3,239,422	4,836,733	6,592,651	BEGINNING BALANCE	4,839,689	4,839,689	4,839,689
5,847,421	5,775,762	5,577,493	REVENUES	5,830,970	5,830,970	5,830,970
2,450,699	3,475,604	9,011,614	OTHER SOURCES	13,400,000	13,400,000	13,400,000
11,537,541	14,088,099	21,181,758	TOTAL RESOURCES	24,070,659	24,070,659	24,070,659
1,171,523	1,233,371	1,549,616	WATER TREATMENT	1,509,146	1,509,146	1,509,146
1,814,776	1,656,351	1,968,093	WATER DISTRIBUTION	2,223,113	2,223,113	2,223,113
72,450	702,097	8,328,906	WATER DEPT CAPITAL RESERVE FUND	16,912,818	16,912,818	16,912,818
3,058,749	3,591,819	11,846,615	TOTAL EXPENDITURES	20,645,077	20,645,077	20,645,077
238,378	238,378	238,379	DEBT SERVICE	238,379	238,379	238,379
3,403,681	3,665,249	8,958,262	TRANSFER OUT	3,109,346	3,109,346	3,109,346
-	-	138,502	CONTINGENCY	77,857	77,857	77,857
-	-	-	UNAPPROPRIATED ENDING BAL	-	-	-
3,642,059	3,903,627	9,335,143	TOTAL OTHER USES	3,425,582	3,425,582	3,425,582
6,700,808	7,495,446	21,181,758	TOTAL EXPENDS & OTHER USES	24,070,659	24,070,659	24,070,659
4,836,733	6,592,653	-	FUND TOTAL	-	-	-

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget
WATER FUND**

FY15/16 Actual	FY16/17 Actual	FY17/18 Budget	Account Number	Account Description	FY18/19 Proposed Budget	FY18/19 Approved Budget	FY18/19 Adopted Budget
WATER FUND 051							
REVENUES							
971,713	931,177	355,741	051-0000-300.00-00	BEGINNING BALANCE	614,010	614,010	614,010
-	-	-	051-0000-331.90-00	FEDERAL GRANTS-MISC	2,500	2,500	2,500
-	-	-	051-0000-337.10-00	URBAN RENEWAL	28,318	28,318	28,318
-	-	-	051-0000-341.80-00	COPIES, PLANS, ORD'S	-	-	-
89,999	173,615	90,000	051-0000-341.90-00	MISC SALES AND SERVICES	90,000	90,000	90,000
5,646,163	5,176,608	5,333,510	051-0000-344.10-00	UTILITY SERVICE CHARGES	5,635,419	5,635,419	5,635,419
9,202	11,484	9,000	051-0000-344.90-00	DELINQUENT ACCT INT	10,000	10,000	10,000
(15,078)	(124)	(10,000)	051-0000-345.20-00	UNCOLLECTIBLE ACCTS	(10,000)	(10,000)	(10,000)
416	6,574	6,850	051-0000-348.00-00	INTERDEPARTMENTAL REV	3,000	3,000	3,000
5,147	1,022	1,500	051-0000-361.00-00	INTEREST REVENUES	3,500	3,500	3,500
4,428	4,428	4,428	051-0000-363.50-00	PROPERTY RENTALS	4,428	4,428	4,428
-	-	-	051-0000-368.00-00	TIMBER RECEIPTS	-	-	-
9,684	6,609	635	051-0000-369.00-00	OTHER MISC REVENUE	635	635	635
699	1,275		051-0000-392.00-00	SALE OF FIXED ASSETS	-	-	-
6,722,371	6,312,669	5,791,664	TOTAL WATER UTILITY FUND REVENUES		6,381,810	6,381,810	6,381,810
EXPENSES							
521,157	514,822	529,086	051-5000-000.11-00	REGULAR SALARIES	548,254	548,254	548,254
-	1,724		051-5000-000.12-00	PARTTIME/TEMP SALARIES	12,240	12,240	12,240
14,548	10,706	19,000	051-5000-000.13-00	OVERTIME SALARIES	15,500	15,500	15,500
142,066	152,342	175,720	051-5000-000.21-10	MEDICAL INSURANCE	183,698	183,698	183,698
3,257	3,560	3,333	051-5000-000.21-20	L-T DISABILITY INSURANCE	3,454	3,454	3,454
384	436	440	051-5000-000.21-30	LIFE INSURANCE	478	478	478
28,566	25,227	27,560	051-5000-000.21-40	WORKERS COMP INSURANCE	28,316	28,316	28,316
39,698	39,236	41,929	051-5000-000.22-00	FICA	44,064	44,064	44,064
62,359	62,523	71,427	051-5000-000.23-00	RETIREMENT CONTRIBUTIONS	72,769	72,769	72,769
5,649	5,597	7,458	051-5000-000.28-00	VEBA CONTRIBUTIONS	7,623	7,623	7,623
149	219	179	051-5000-000.29-00	OTHER EMPLOYEE BENEFITS	284	284	284
817,831	816,392	876,132	TOTAL PERSONNEL SERVICE		916,680	916,680	916,680
8.9	8.9	8.9	Total Full-Time Equivalent (FTE)		8.9	8.9	
48,388	52,097	64,940	051-5000-000.31-10	CONTRACTUAL SERVICES	85,340	85,340	85,340
21,692	21,466	23,650	051-5000-000.33-30	FIRE PATROL	21,414	21,414	21,414
-	2,955	-	051-5000-000.34-10	ENGINEERING SERVICES	-	-	-
5,006	5,254	10,849	051-5000-000.34-30	COMPUTER SERVICES	10,849	10,849	10,849
-	-	-	051-5000-000.34-50	SPECIAL STUDIES & REPORTS	8,000	8,000	8,000
629	-	-	051-5000-000.41-10	WATER & SEWER	900	900	900
1,196	1,170	1,676	051-5000-000.41-20	GARBAGE SERVICES	1,700	1,700	1,700
4,434	6,260	9,100	051-5000-000.41-30	NATURAL GAS	9,100	9,100	9,100
24,373	27,450	25,945	051-5000-000.41-40	ELECTRICITY	26,464	26,464	26,464
-	-	300	051-5000-000.42-00	JANITORIAL SERVICES	300	300	300
10,441	4,425	7,715	051-5000-000.43-10	BUILDINGS AND GROUNDS	7,715	7,715	7,715
-	105	600	051-5000-000.43-20	COMPUTERS	600	600	600
108	-	2,180	051-5000-000.43-30	RADIO EQUIPMENT	2,180	2,180	2,180
375	279	550	051-5000-000.43-40	OFFICE EQUIPMENT	550	550	550
9,988	3,328	6,500	051-5000-000.43-45	JOINT USE OF LABOR/EQUIP	4,000	4,000	4,000
4,466	7,137	10,280	051-5000-000.43-50	VEHICLES	7,850	7,850	7,850
5,129	5,998	12,750	051-5000-000.43-51	GAS/OIL/DIESEL/LUBRICANTS	12,750	12,750	12,750
1,680	837	4,000	051-5000-000.43-52	TIRES AND TIRE REPAIRS	3,600	3,600	3,600
959	2,531	2,150	051-5000-000.43-70	GENERAL EQUIPMENT	2,150	2,150	2,150
16,542	13,718	14,355	051-5000-000.43-71	SPECIAL UTILITY EQUIPMENT	13,275	13,275	13,275
1,739	4,503	3,000	051-5000-000.43-72	ELECTRICAL SYSTEMS	3,000	3,000	3,000
1,857	905	3,200	051-5000-000.43-73	PLUMBING	3,200	3,200	3,200
-	59	800	051-5000-000.43-77	HVAC SYSTEMS	1,200	1,200	1,200
1,150	874	1,110	051-5000-000.43-80	SHOP EQUIPMENT	1,110	1,110	1,110
131	233	150	051-5000-000.43-85	NUISANCE ABATEMENT	150	150	150
645	286	700	051-5000-000.43-86	LINES MN'TNCE & SUPPLIES	700	700	700
3,911		7,300	051-5000-000.43-88	WATERSHED ROAD CONST/MAINT	7,300	7,300	7,300
38		400	051-5000-000.44-20	RENTAL OF EQUIPMENT	400	400	400
250		670	051-5000-000.50-50	TIMBER MANAGEMENT	670	670	670

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget
WATER FUND
CONTINUED**

FY15/16 Actual	FY16/17 Actual	FY17/18 Budget	Account Number	Account Description	FY18/19 Proposed Budget	FY18/19 Approved Budget	FY18/19 Adopted Budget
WATER FUND 051							
9,665	10,495	10,915	051-5000-000.52-10	LIABILITY INSURANCE	11,208	11,208	11,208
19,037	18,304	18,304	051-5000-000.52-30	PROPERTY INSURANCE	18,725	18,725	18,725
4,345	4,401	4,690	051-5000-000.52-50	AUTOMOTIVE INSURANCE	4,518	4,518	4,518
-	-	500	051-5000-000.52-60	INSURANCE DEDUCTIBLES	500	500	500
1,055	1,279	2,340	051-5000-000.53-20	POSTAGE	2,340	2,340	2,340
9,699	9,712	10,970	051-5000-000.53-30	TELEPHONE	10,970	10,970	10,970
-	151	500	051-5000-000.53-40	LEGAL NOTICES	500	500	500
1,438	1,298	2,220	051-5000-000.53-60	PUBLIC EDUCATION/INFO	2,220	2,220	2,220
659	-	-	051-5000-000.54-00	ADVERTISING	-	-	-
133	-	500	051-5000-000.55-00	PRINTING AND BINDING	500	500	500
2,255	2,459	16,525	051-5000-000.57-00	PERMITS	20,120	20,120	20,120
20	-	820	051-5000-000.58-10	TRAVEL, FOOD & LODGING	820	820	820
3,908	5,230	5,975	051-5000-000.58-50	TRAINING AND CONFERENCES	5,475	5,475	5,475
2,427	2,627	3,034	051-5000-000.58-70	MEMBERSHIPS/DUES/SUBS	2,249	2,249	2,249
1,566	789	1,860	051-5000-000.60-10	OFFICE SUPPLIES	1,860	1,860	1,860
1,131	1,156	1,300	051-5000-000.60-20	JANITORIAL SUPPLIES	1,300	1,300	1,300
2,110	1,026	2,620	051-5000-000.60-80	CLOTHING	2,620	2,620	2,620
1,722	2,387	5,375	051-5000-000.60-85	SPECIAL DEPT SUPPLIES	5,375	5,375	5,375
122,135	123,883	165,500	051-5000-000.60-86	CHEMICAL/LAB SUPPLIES	165,500	165,500	165,500
-	-	2,249	051-5000-000.64-10	BOOKS AND PERIODICALS	2,249	2,249	2,249
24	356	-	051-5000-000.64-80	COMPUTER SOFTWARE	18,608	18,608	18,608
30	-	-	051-5000-000.69-50	MISCELLANEOUS EXPENSES	-	-	-
5,206	12,198	10,917	051-5000-000.69-80	ASSETS < \$5000	8,342	8,342	8,342
353,692	359,617	481,984	TOTAL MATERIALS AND SERVICES		522,466	522,466	522,466
-	-	-	051-5000-000.72-20	BUILDINGS	-	-	-
-	-	185,000	051-5000-000.73-30	IMPRVMTS OTHER THAN BLDGS	70,000	70,000	70,000
-	52,003	-	051-5000-000.74-10	MACHINERY	-	-	-
-	-	-	051-5000-000.74-20	VEHICLES	-	-	-
-	-	-	051-5000-000.74-25	COMMUNICATIONS EQUIPMENT	-	-	-
-	-	-	051-5000-000.74-50	COMPUTER EQUIPMENT	-	-	-
-	5,358	6,500	051-5000-000.74-90	EQUIPMENT, OTHER	-	-	-
-	57,361	191,500	TOTAL CAPITAL OUTLAY		70,000	70,000	70,000
1,171,523	1,233,371	1,549,616	TOTAL WATER TREATMENT EXPENSES		1,509,146	1,509,146	1,509,146
735,463	738,014	762,541	051-5100-000.11-00	REGULAR SALARIES	798,930	798,930	798,930
14,766	8,042	16,640	051-5100-000.12-00	PARTTIME/TEMP SALARIES	12,480	12,480	12,480
10,583	16,653	18,925	051-5100-000.13-00	OVERTIME SALARIES	18,925	18,925	18,925
206,658	215,592	257,336	051-5100-000.21-10	MEDICAL INSURANCE	276,080	276,080	276,080
4,497	4,980	4,790	051-5100-000.21-20	L-T DISABILITY INSURANCE	5,033	5,033	5,033
527	561	626	051-5100-000.21-30	LIFE INSURANCE	635	635	635
43,337	34,962	37,154	051-5100-000.21-40	WORKERS COMP INSURANCE	40,192	40,192	40,192
56,373	56,092	60,625	051-5100-000.22-00	FICA	63,521	63,521	63,521
97,089	94,468	102,204	051-5100-000.23-00	RETIREMENT CONTRIBUTIONS	106,611	106,611	106,611
6,702	6,573	11,665	051-5100-000.28-00	VEBA CONTRIBUTIONS	11,615	11,615	11,615
300	236	292	051-5100-000.29-00	OTHER EMPLOYEE BENEFITS	427	427	427
1,176,296	1,176,173	1,272,798	TOTAL PERSONNEL SERVICE		1,334,449	1,334,449	1,334,449
12.9	12.9	12.9	Total Full-Time Equivalent (FTE)		12.9	12.9	12.9

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget
WATER FUND
CONTINUED**

FY15/16 Actual	FY16/17 Actual	FY17/18 Budget	Account Number	Account Description	FY18/19 Proposed Budget	FY18/19 Approved Budget	FY18/19 Adopted Budget
WATER FUND 051							
4,645	13,600	11,753	051-5100-000.31-10	CONTRACTUAL SERVICES	32,149	32,149	32,149
9,472	10,947	12,042	051-5100-000.31-40	WASCO CO COMMUNICATIONS	15,451	15,451	15,451
21,000	21,000	21,000	051-5100-000.34-10	ENGINEERING SERVICES	21,000	21,000	21,000
16,618	19,060	22,237	051-5100-000.34-30	COMPUTER SERVICES	22,870	22,870	22,870
-	-	-	051-5100-000.34-50	SPECIAL STUDIES & REPORTS	-	-	-
2,572	2,818	3,995	051-5100-000.41-10	WATER & SEWER	3,995	3,995	3,995
5,749	2,036	4,350	051-5100-000.41-20	GARBAGE SERVICES	4,350	4,350	4,350
2,894	3,649	5,495	051-5100-000.41-30	NATURAL GAS	5,495	5,495	5,495
90,420	67,098	117,920	051-5100-000.41-40	ELECTRICITY	107,154	107,154	107,154
7,980	7,980	7,980	051-5100-000.42-00	JANITORIAL SERVICES	7,980	7,980	7,980
4,785	5,842	18,467	051-5100-000.43-10	BUILDINGS AND GROUNDS	13,968	13,968	13,968
31	225	1,200	051-5100-000.43-20	COMPUTERS	1,200	1,200	1,200
1,353	2,293	2,300	051-5100-000.43-30	RADIO EQUIPMENT	1,850	1,850	1,850
-	281	500	051-5100-000.43-40	OFFICE EQUIPMENT	500	500	500
15,481	6,492	17,000	051-5100-000.43-45	JOINT USE OF LABOR/EQUIP	17,000	17,000	17,000
6,456	10,465	22,189	051-5100-000.43-50	VEHICLES	19,715	19,715	19,715
14,161	13,451	17,500	051-5100-000.43-51	GAS/OIL/DIESEL/LUBRICANTS	17,205	17,205	17,205
1,997	4,542	6,060	051-5100-000.43-52	TIRES AND TIRE REPAIRS	5,325	5,325	5,325
1,973	1,577	6,415	051-5100-000.43-70	GENERAL EQUIPMENT	7,415	7,415	7,415
21,501	29,590	35,130	051-5100-000.43-71	SPECIAL UTILITY EQUIPMENT	37,415	37,415	37,415
8,370	8,073	10,658	051-5100-000.43-80	SHOP EQUIPMENT	8,883	8,883	8,883
1,558	1,629	2,200	051-5100-000.43-81	SERVICE PICKUP TOOLS	3,200	3,200	3,200
103,050	48,943	93,200	051-5100-000.43-86	LINE MAINT & SUPPLIES	74,468	74,468	74,468
1,119	849	1,337	051-5100-000.43-87	UTILITIES LOCATES	1,337	1,337	1,337
6,290	116	2,400	051-5100-000.44-20	RENTAL OF EQUIPMENT	2,400	2,400	2,400
12,754	13,849	14,403	051-5100-000.52-10	LIABILITY INSURANCE	14,789	14,789	14,789
16,894	16,244	16,245	051-5100-000.52-30	PROPERTY INSURANCE	16,618	16,618	16,618
5,282	5,350	5,700	051-5100-000.52-50	AUTOMOTIVE INSURANCE	3,390	3,390	3,390
640	-	1,500	051-5100-000.52-60	INSURANCE DEDUCTIBLES	1,500	1,500	1,500
1,551	1,346	1,770	051-5100-000.53-20	POSTAGE	1,770	1,770	1,770
8,482	8,890	9,100	051-5100-000.53-30	TELEPHONE	9,100	9,100	9,100
70	107	150	051-5100-000.53-40	LEGAL NOTICES	150	150	150
1,467	1,679	2,223	051-5100-000.53-60	PUBLIC EDUCATION/INFO	2,240	2,240	2,240
488	619	-	051-5100-000.54-00	ADVERTISING	-	-	-
189	778	1,575	051-5100-000.55-00	PRINTING AND BINDING	1,545	1,545	1,545
1,040	16,089	2,100	051-5100-000.57-00	PERMITS	5,700	5,700	5,700
681	84	1,130	051-5100-000.58-10	TRAVEL, FOOD & LODGING	980	980	980
10,404	8,644	16,133	051-5100-000.58-50	TRAINING AND CONFERENCES	17,168	17,168	17,168
4,367	4,282	4,624	051-5100-000.58-70	MEMBERSHIPS/DUES/SUBS	6,385	6,385	6,385
2,189	2,635	3,413	051-5100-000.60-10	OFFICE SUPPLIES	3,413	3,413	3,413
2,193	2,391	2,400	051-5100-000.60-20	JANITORIAL SUPPLIES	2,400	2,400	2,400
3,321	3,546	3,488	051-5100-000.60-80	CLOTHING	4,380	4,380	4,380
4,338	3,909	7,183	051-5100-000.60-85	SPECIAL DEPT SUPPLIES	9,125	9,125	9,125
20,988	7,753	13,125	051-5100-000.60-86	CHEMICAL/LAB SUPPLIES	13,125	13,125	13,125
48,380	23,118	43,087	051-5100-000.60-87	STREET CONST SUPPLIES	41,740	41,740	41,740
93	273	2,405	051-5100-000.64-10	BOOKS AND PERIODICALS	2,623	2,623	2,623
-	-	-	051-5100-000.64-80	COMPUTER SOFTWARE	20,308	20,308	20,308
120	-	-	051-5100-000.69-50	MISCELLANEOUS EXPENSES	-	-	-
2,088	3,898	17,050	051-5100-000.69-80	ASSETS < \$5000	27,180	27,180	27,180
497,496	408,040	612,132	TOTAL MATERIALS AND SERVICES		637,954	637,954	637,954

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget
WATER FUND
CONTINUED**

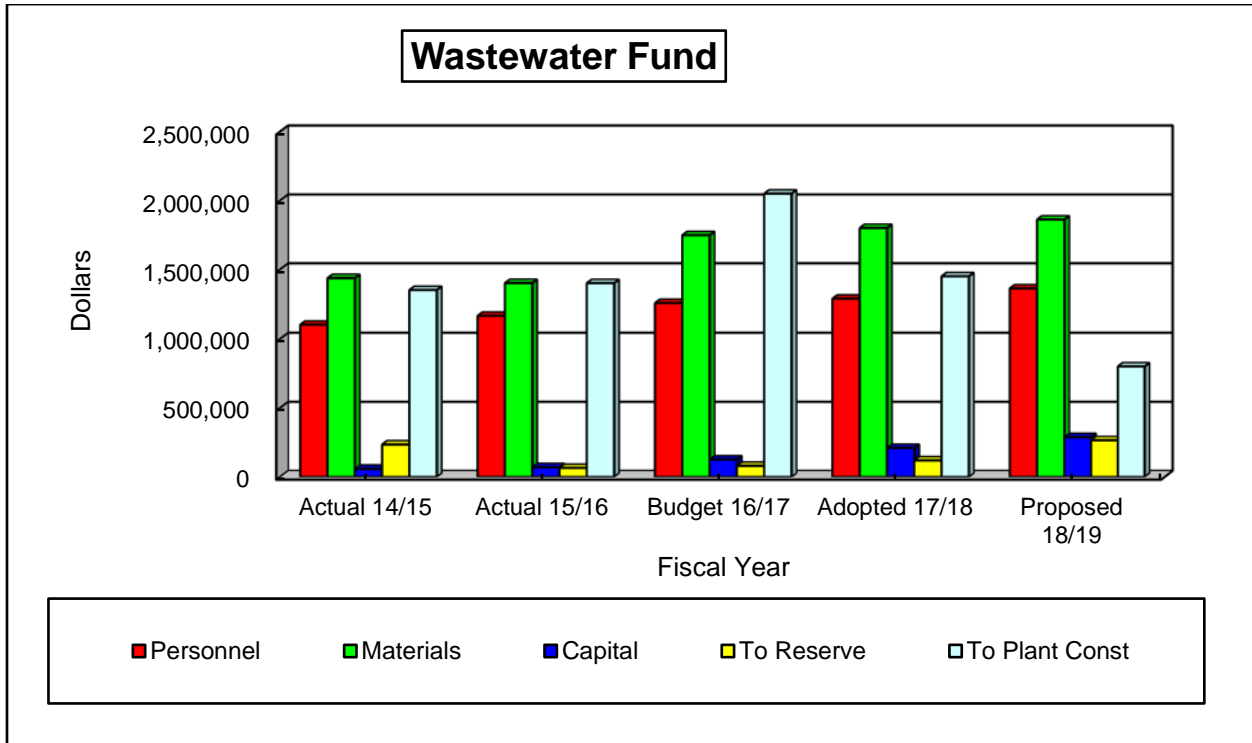
FY15/16 Actual	FY16/17 Actual	FY17/18 Budget	Account Number	Account Description	FY18/19 Proposed Budget	FY18/19 Approved Budget	FY18/19 Adopted Budget
WATER FUND 051							
-	-	-	051-5100-000.70-50	LEASE PURCHASE	25,000	25,000	25,000
5,488	-	6,400	051-5100-000.72-20	BUILDINGS	-	-	-
-	-	-	051-5100-000.73-30	IMPRVMTS OTHER THAN BLDGS	13,000	13,000	13,000
-	-	-	051-5100-000.74-10	MACHINERY	-	-	-
-	-	-	051-5100-000.74-20	VEHICLES	-	-	-
-	-	-	051-5100-000.74-25	COMMUNICATIONS EQUIPMENT	-	-	-
-	-	-	051-5100-000.74-30	FURNITURE AND FIXTURES	-	-	-
-	-	-	051-5100-000.74-40	OFFICE EQUIPMENT	-	-	-
-	-	-	051-5100-000.74-50	COMPUTER EQUIPMENT	-	-	-
47,992	66,913	67,200	051-5100-000.74-90	EQUIPMENT, OTHER	70,710	70,710	70,710
18,266	5,225	9,563	051-5100-000.75-10	CAPITAL PROJECTS	20,000	20,000	20,000
-	-	-	051-5100-000.76-10	SOURCE OF SUPPLY	-	-	-
69,238	-	-	051-5100-000.76-20	WATER LINES	122,000	122,000	122,000
140,984	72,138	83,163	TOTAL CAPITAL OUTLAY		250,710	250,710	250,710
1,814,776	1,656,351	1,968,093	TOTAL WATER DISTRIBUTION EXPENSES		2,223,113	2,223,113	2,223,113
2,986,299	2,889,722	3,517,709	TOTAL WATER UTILITY OPERATIONS		3,732,259	3,732,259	3,732,259
469,066	482,591	477,779	051-9500-000.81-01	TO GENERAL FUND	442,622	442,622	442,622
170,056	168,426	160,005	051-9500-000.81-05	TO STREET FUND	169,062	169,062	169,062
50,000	50,000	76,000	051-9500-000.81-09	TO PUBLIC WKS RESRV FUND	-	-	-
6,235	6,414	-	051-9500-000.81-10	TO UNEMPLOYMENT FUND	-	-	-
59,538	59,774	59,932	051-9500-000.81-43	TO FFCO 2008 DEBT SVC FUND	60,010	60,010	60,010
2,050,000	2,300,000	1,361,737	051-9500-000.81-53	WTR DEPT CAP RESRV FUND	1,900,000	1,900,000	1,900,000
-	-	-	051-9500-000.85-00	EXTRAORDINARY ITEM - 2014	-	-	-
2,804,895	3,067,205	2,135,453	TOTAL OPERATING TRANSFERS OUT		2,571,694	2,571,694	2,571,694
-	-	138,502	051-9500-000.88-00	CONTINGENCY	77,857	77,857	77,857
-	-	138,502	TOTAL CONTINGENCY		77,857	77,857	77,857
2,804,895	3,067,205	2,273,955	TOTAL OTHER USES		2,649,551	2,649,551	2,649,551
5,791,194	5,956,927	5,791,664	GRAND TOTAL WATER UTILITY FUND EXPENSES		6,381,810	6,381,810	6,381,810
931,177	355,742	-	WATER UTILITY FUND - REVENUES LESS EXPENSES		-	-	-

City of The Dalles, Oregon
Fiscal Year 2018-19 Budget
WATER CAPITAL RESERVE FUND 053

FY15/16 Actual	FY16/17 Actual	FY17/18 Budget	Account Number	Account Description	FY18/19 Proposed Budget	FY18/19 Approved Budget	FY18/19 Adopted Budget
WATER CAPITAL RESERVE FUND 053							
REVENUES							
2,267,709	3,905,556	6,236,910	053-0000-300.00-00	BEGINNING BALANCE	4,225,679	4,225,679	4,225,679
-	-	-	053-0000-331.00-00	FEDERAL REVENUE - Dog River Pipeline	4,000,000	4,000,000	4,000,000
-	-	-	053-0000-335.53-00	OWRD STATE GRANT - Dog River Pipeline	1,000,000	1,000,000	1,000,000
-	-	-	053-0000-337.90-00	WATERSHED RESTORATION REVENUE	-	-	-
78,778	265,992	58,670	053-0000-344.20-00	CONNECT CHRGS/ WA SDC	23,170	23,170	23,170
-	69,044	-	053-0000-344.20-20	REIMBURSEMENT DISTRICT PMTS	-	-	-
18,683	60,510	82,900	053-0000-361.00-00	INTEREST REVENUES	40,000	40,000	40,000
-	1,174,329	1,500,000	053-0000-365-20-00	GIFTS AND DONATIONS	6,500,000	6,500,000	6,500,000
400,000	-	-	053-0000-391.41-00	TRANSFER FROM WA REV BOND DEBT FUND	-	-	-
2,050,000	2,300,000	1,361,737	053-0000-391.51-00	WATER UTILITY FUND	1,900,000	1,900,000	1,900,000
-	-	6,149,877	053-0000-391.59-00	TRANSFER FROM UTILITY REVENUE BOND	-	-	-
-	-	-	053-0000-393.10-00	LOAN/BOND PROCEEDS	-	-	-
-	-	-	053-0000-393.10-21	LOAN PROCEEDS - ARRA LOANS	-	-	-
4,815,170	7,775,430	15,390,094	TOTAL WATER DEPT CAP RESERVE FUND REVENUES		17,688,849	17,688,849	17,688,849
EXPENDITURES							
-	-	-	053-5300-000.34-10	ENGINEERING SERVICES	-	-	-
-	-	-	TOTAL MATERIALS AND SERVICES		-	-	-
-	-	-	053-5300-000.71-10	LAND	-	-	-
-	54,807	1,546,600	053-5300-000.75-10	CAPITAL PROJECTS	1,200,000	1,200,000	1,200,000
65,595	535,879	805,427	053-5300-000.76-10	SOURCE OF SUPPLY	6,500,000	6,500,000	6,500,000
6,855	111,411	5,976,879	053-5300-000.76-20	WATER LINES	9,212,818	9,212,818	9,212,818
72,450	702,097	8,328,906	TOTAL CAPITAL OUTLAY		16,912,818	16,912,818	16,912,818
72,450	702,097	8,328,906	TOTAL WATER CAPITAL RESERVE OPERATIONS		16,912,818	16,912,818	16,912,818
DEBT SERVICE							
135,944	140,022	144,223	053-5300-000.79-30	SDWRL (ARRA LOAN) PRINCIPAL	148,550	148,550	148,550
102,435	98,356	94,156	053-5300-000.79-40	SDWRL (ARRA LOAN) INTEREST	89,829	89,829	89,829
238,378	238,378	238,379	TOTAL DEBT SERVICE		238,379	238,379	238,379
-	-	-	053-9500-000.81-37	TO CAPITAL PROJECTS FUND	-	-	-
-	-	5,763,324	053-9500-000.81-41	TO WATER REVENUE BOND DEBT FUND	-	-	-
32,581	33,039	33,039	053-9500-000.81-44	TO 2009 FFCO DEBT SVC FUND	32,478	32,478	32,478
566,205	565,005	563,405	053-9500-000.81-58	TO WATER DEBT SERVICE FUND	505,174	505,174	505,174
-	-	463,041	053-9500-000.81-59	TO UTILITY REVENUE BOND	-	-	-
598,786	598,044	6,822,809	TOTAL OPERATING TRANSFERS OUT		537,652	537,652	537,652
909,615	1,538,519	15,390,094	GRAND TOTAL WATER CAPITAL RESERVE EXPENSES		17,688,849	17,688,849	17,688,849
3,905,556	6,236,911	-	TOTAL WATER CAPITAL RESERVE - REVENUE LESS EXPENSES		-	-	-

WASTEWATER FUND

Fund: Wastewater (055) **Number of Employees:** 9 dedicated
Department: Public Works **11 shared / 13.0 FTE**
Program: Wastewater Collection, Wastewater Treatment and Storm Water



The Wastewater Fund is an enterprise fund used to account for the operation of the City's wastewater utility. The fund's primary source of revenue is sewer rates. For budget purposes, Wastewater Collection, Wastewater Treatment, and Storm Water functions are combined as Fund 055-5500.

WASTEWATER COLLECTION

Description

The Wastewater Collection Division is responsible for the infrastructure that provides reliable sewage disposal for the citizens and businesses of the City of The Dalles. The Division manages the operation and maintenance of an intricate sanitary sewer system consisting of more than 98 miles of sanitary sewer lines, interceptors, and 9 sanitary sewer lift stations. Reliable sanitary sewer service is achieved through video inspection of sanitary sewers, warranty inspection of new construction, mechanical and chemical treatment of troubled sewers, routine sewer and lift station maintenance and collection system replacements.

In conjunction with the Water Distribution Division, the Wastewater Collection Division maintains a 24-hour per day, 365-day per year emergency response program. This “On-Call” program provides nearly immediate response to any City utility after-hours emergency.

The Wastewater Collection Division also works closely with Regulatory Compliance Services to monitor Federal and State wastewater and storm water regulation changes and make necessary adjustments and/or improvements required to keep the wastewater system in compliance.

2018-19 Goals, Projects, and Highlights

- Be safe in all phases of our work, by recognizing hazards before work starts.
- Complete the 4th Street Grade Sanitary Sewer Replacement project.
- Construct a new gravity sewer main from Cliff Street to East 2nd Street and abandon/remove the aged 8th Street Sewer Lift Station.
- Complete about 2 miles of sanitary sewer mainline rehabilitation projects utilizing slip-lining technologies.
- Improve base maps and as-builts of the sanitary sewer system.
- Replace sanitary sewer line in Garrison St. between 9th St. and 10th Streets.

2017-18 Accomplishments¹

By The Numbers

- Completed video inspection of 45,000 feet of sewer lines (about 8% of the system). In addition, the video inspection crew supported the work of installing spot repairs.
- Evaluated sewer lines with root problems, updated the root list, completed root cutting and cleaning of all lines on the root list (about 6,500 feet), and repaired a portion of them.
- Replaced 36 sewer services.
- Completed about 100 spot repairs to stop Inflow and Infiltration from January 1, 2017 to the end of February 28, 2018.
- Cleaned and maintained all 9 lift stations weekly.
- Cleaned (“pigged”) pressure/discharge sewer lines from all 9 lift stations.
- Project Goals, listed by percent desired (and percent accomplished in FY 17/18) are:

Desired	Project Goals	Done in 2017-18
100%	Response to emergencies/sewer breaks	100%
100%	Response to new sewer service requests	100%
100%	Weekly preventative cleaning/maintenance of all 9 lift stations	100%
100%	Cutting of roots on lines identified as flow-impaired	100%
15%	Video inspection of sewer lines – Whole system in 7 years	About 8%
1%	Replacement of old and/or poor-condition sewer laterals	Less than 1%
5%	Replacement of sewer lines – 20-year replacement plan	Less than 1%

¹ Statistics are accurate from July 2017 to February 2018 then estimated unless otherwise noted.

At Your Service

- Continued to implement the goals of the EPA’s “Capacity, Management, Operations and Maintenance Rule” by improving computerized recordkeeping which links GIS mapping with maintenance work, video camera assessments, sanitary sewer overflow events, and customer complaints.
- Repaired or replaced sewer lines in advance of paving projects.
- Provided new service connections for properties as they develop.
- Replaced or extended sanitary sewer lines at these locations:
 - Construct the West 2nd St. sanitary sewer line upgrade from Webber St. to west of Hostetler Way
 - 8th St. from Trevitt St. to Garrison St..
 - F St. between 12th St. and 13th St., from Kelly Avenue to G St.
 - Chenoweth Creek Bridge with the replacement of the bridge by ODOT.
- Continued identification and correction of Inflow and Infiltration within the system.

Looking forward to the next 5 years

- Improve documentation of maintenance work and integration of information into an asset management system.

WASTEWATER TREATMENT

Description

Wastewater treatment functions are primarily performed under contract with Jacobs (formerly CH2M/OMI) with administrative oversight by Public Works Department staff. As holder of the discharge permit, the City retains responsibility for compliance with all permit limits and other requirements.

Jacobs staff may perform other duties as assigned within the contract.

2018-19 Goals, Projects, and Highlights

- Implement FY 2018-19 portions of the Wastewater Treatment Plant Capital Improvements Plan.
 - Aesthetic improvements via construction and painting.
- Add flow meters to sludge recycle lines and truck loading station.

2017-18 Accomplishments²

- Jacobs staff completed annual infrared thermography of the motor control centers (MCC – electrical control panels) at the Wastewater Treatment Plant, Wick Water Treatment Plant, as well as all City-owned water and sewer pump stations.
- Began submitting the monthly Discharge Monitoring Reports to DEQ electronically in July 2017.

² Statistics are accurate from July 2017 to February 2018 then estimated unless otherwise noted.

- Completed Wastewater Treatment Plant Maintenance
 - Replaced Penn Valley variable frequency drive (VFD) pump.
 - Rebuilt #1 piston pump.
 - Installed new Ethernet switches.
 - Resealed boiler exhaust.
 - Replaced a leaking boiler section.
 - Replaced north and south channel ultraviolet (UV) sleeves & upgraded wiper system.
 - Installed new Bard HVAC unit on west end of office building.
 - Replaced hydraulic lines on South UV channel.
 - Replaced all 64 lamps on the North UV channel.
 - Replaced the roofing on the office building.
 - Rebuilt the Moyno thickened waste-activated sludge (TWAS) pump.
 - Rebuilt dewatering pump in gravity belt thickener (GBT) room.
 - Replaced bearings in #1 blower motor.
- Industrial Pretreatment Program (IPP):
 - Completed annual inspections of the Design LLC and AmeriTies Facilities.
 - Performed quarterly grease trap inspections
 - Complete and submit the Pretreatment Program Annual Report in March 2018.
 - Assisted with update of the Industrial Pretreatment Program Implementation Manual as required by the Pretreatment Compliance Audit conducted by DEQ September 2015.
 - Assisted with development of the Local Program procedures manual.
 - Participated in Oregon Association of Clean Water Agencies pretreatment committee meetings and workshops.
- Biosolids Disposal Program:
 - Hauled rock to biosolids disposal field sites to improve access.
 - Permitted two new biosolids disposal field sites with Oregon Department of Environmental Quality (DEQ)
 - Hauled 763 truckloads of biosolids totaling 2,525,300 gallons and 257.7 tons of Biosolids in calendar year 2017.
 - Complete and submit the Biosolids Annual Report in February.

Looking forward to the next 5 years

- Assist the City with renewal of wastewater treatment plant discharge permit.
- Implement remaining Phase 2 portions of Capital Improvement Plan:
 - Gravity Belt Thickener Addition
 - Improve treated water in-plant delivery system to use less potable water in processes.
 - Consider Laboratory, Office, Shop and storage facility construction.

STORM WATER

Description

The Wastewater Collection Division is responsible for the infrastructure that provides reliable storm water conveyance for the citizens and businesses of the City of The Dalles. The Division manages the operation and maintenance of the storm water conveyance systems within the City Limits for the protection of property and the enhancement of stream water quality.

2018-19 Goals, Projects, and Highlights

- Be safe in all phases of our work, by recognizing hazards before work starts.
- Improve base maps and as-builts of the storm water conveyance system.
- Replace as many catch basin grates with bike-friendly devices as possible prior to the completion of the Historic Columbia River Highway Bike Trail.
- Develop a strategy to address issues impacting storm water runoff, such as annexation of substandard areas, requirements for curbs and sidewalks, and open drainage challenges.
- Transition supervision of street sweeping operations from the Street Division to the Wastewater Collection Division.
- Complete construction of three separation projects on Pentland and Garrison Streets to get stormwater collection systems off of the sanitary sewer system.

2017-18 Accomplishments³

By The Numbers

- Installed 5 new or replacement catch basins.
- Project Goals, listed by percent desired (and percent accomplished in FY 17/18) are:

Desired	Project Goals	Done in 2017-18
100%	Response to emergencies/storm water backups and overflows	100%
100%	Annual cleaning of all catch basins and repair of broken ones	100%
100%	Cutting of roots on storm lines identified as flow-impaired	About 50%
15%	Video inspection of storm lines - Whole system in 7 years	About 1%
15%	Replacement of old and/or poor-condition sewer laterals	Less than 1%

At Your Service

- Continued to de-chlorinate the hydrant flushing water discharged to the storm water system to meet in-stream limits for chlorine.
- Installed storm water main on Quinton St. between 9th St. and 11th St.
- Performed annual cleaning of all catch basins within the City.
- Cleaned and maintained open storm ditches.
- Provided storm sewer repairs and maintenance activities in root cutting.

³ Statistics are accurate from July 2017 to February 2018 then estimated unless otherwise noted.

- Responded to complaints about illicit discharges to the storm water system.
- Provided oversight of contractors for erosion control.
- Worked with Planning Department, Wasco County, State Building Codes and Department of Environmental Quality to track installation of oil-water separators when required.
- Separated the combined sanitary/storm water systems and removed catch basins and roof drains from the sanitary sewer system as possible when discovered or as development occurs.
- Performed video inspection of storm water system to identify needs for repair and replacement projects ahead of planned paving projects.
- Funded street sweeping of downtown once per week and the rest of the City every two weeks.

Looking forward to the next 5 years

- Continue implementation of Storm Water Master Plan, including public education and involvement, elimination of illicit discharges, construction controls, and good housekeeping measures.
- Extension of storm water collection system at these locations: 14th St. from Quinton St. to Thompson St., and continue out Old Dufur Rd.
- Upgrade of storm water line at West 6th St. and Hostetler Way.
- Upgrade of storm water line at East 9th St. and Brewery Grade to Old Dufur Rd. and Morton St.
- Upgrade storm water conveyance system in the downtown core area and remove roof drains from sanitary sewer system.

City of The Dalles, Oregon
WASTEWATER UTILITY FUND SUMMARY

FY15/16	FY16/17	FY17/18		FY18/19	FY18/19	FY18/19
<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Revenue/Cost Centers</u>	<u>Proposed</u>	<u>Approved</u>	<u>Adopted</u>
				<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
8,126,877	9,241,400	9,662,412	BEGINNING BALANCE	4,499,576	4,499,576	4,499,576
5,785,436	6,196,138	5,609,710	REVENUES	5,623,186	5,623,186	5,623,186
2,245,188	3,563,224	10,889,916	OTHER SOURCES	1,348,000	1,348,000	1,348,000
16,157,501	19,000,763	26,162,038	TOTAL RESOURCES	11,470,762	11,470,762	11,470,762
2,639,038	2,656,237	3,297,380	WASTE WATER FUND	3,527,251	3,527,251	3,527,251
455,406	149,409	3,081,583	SEWER SPECIAL RESERVE FUND	1,697,426	1,697,426	1,697,426
404,560	2,211,909	13,548,668	SEWER PLANT CONST/DEBT SERV	3,002,655	3,002,655	3,002,655
3,499,004	5,017,555	19,927,631	TOTAL EXPENDITURES	8,227,332	8,227,332	8,227,332
-	-	-	DEBT SERVICE	103,164	103,164	103,164
3,417,097	4,758,815	6,149,825	TRANSFER OUT	3,005,174	3,005,174	3,005,174
-	-	84,582	CONTINGENCY	135,092	135,092	135,092
-	-	-	UNAPPROPRIATED ENDING BAL	-	-	-
3,417,097	4,758,815	6,234,407	TOTAL OTHER USES	3,243,430	3,243,430	3,243,430
6,916,101	9,776,370	26,162,038	TOTAL EXPENDS & OTHER USES	11,470,762	11,470,762	11,470,762
9,241,400	9,224,393	-	FUND TOTAL	-	-	-

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget
WASTEWATER FUND**

FY15/16 Actual	FY16/17 Actual	FY17/18 Budget	Account Number	Account Description	Proposed Budget	Approved Budget	Adopted Budget
WASTEWATER FUND 055							
REVENUES							
757,326	868,385	583,062	055-0000-300.00-00	BEGINNING BALANCE	282,786	282,786	282,786
-	-	-	055-0000-337.10-00	URBAN RENEWAL	21,426	21,426	21,426
3	-	-	055-0000-341.80-00	COPIES, PLANS, ORD'S	-	-	-
220,610	178,954	200,000	055-0000-341.90-00	MISC SALES AND SRVCE	200,000	200,000	200,000
249,813	250,897	245,000	055-0000-344.05-00	STORMWATER DRAINAGE CHARGES	248,000	248,000	248,000
5,067,926	5,066,827	5,062,365	055-0000-344.10-00	UTILITY SERVICE CHARGES	5,076,640	5,076,640	5,076,640
51,052	60,509	-	055-0000-344.80-00	DELINQUENT SEWER ASSMTS	-	-	-
15,438	21,090	15,000	055-0000-344.90-00	DELINQUENT ACCT INT	15,000	15,000	15,000
(61,902)	(61,885)	(50,000)	055-0000-345.20-00	UNCOLLECTIBLE ACCTS	(50,000)	(50,000)	(50,000)
19,516	16,306	21,225	055-0000-348.00-00	INTERDEPARTMENTAL REV	11,000	11,000	11,000
2,340	141	500	055-0000-361.00-00	INTEREST REVENUES	500	500	500
42,854	34,747	18,000	055-0000-369.00-00	OTHER MISC REVENUES	18,000	18,000	18,000
188	3,230	-	055-0000-392.00-00	SALE OF FIXED ASSETS	-	-	-
6,365,164	6,439,200	6,095,152	TOTAL WASTE WATER FUND REVENUES		5,823,352	5,823,352	5,823,352
EXPENSES							
719,373	732,775	748,242	055-5500-000.11-00	REGULAR SALARIES	794,739	794,739	794,739
6,720	9,822	19,760	055-5500-000.12-00	PARTTIME/TEMP SALARIES	15,600	15,600	15,600
25,592	23,627	53,030	055-5500-000.13-00	OVERTIME SALARIES	46,700	46,700	46,700
209,217	240,947	253,182	055-5500-000.21-10	MEDICAL INSURANCE	285,574	285,574	285,574
4,359	4,967	4,714	055-5500-000.21-20	L-T DISABILITY INSURANCE	5,007	5,007	5,007
533	594	617	055-5500-000.21-30	LIFE INSURANCE	650	650	650
42,007	34,508	33,723	055-5500-000.21-40	WORKERS COMP INSURANCE	35,814	35,814	35,814
55,495	56,549	60,549	055-5500-000.22-00	FICA	65,564	65,564	65,564
93,159	92,952	100,571	055-5500-000.23-00	RETIREMENT CONTRIBUTIONS	98,842	98,842	98,842
11,155	10,391	12,783	055-5500-000.28-00	VEBA CONTRIBUTIONS	13,163	13,163	13,163
148	265	201	055-5500-000.29-00	OTHER EMPLOYEE BENEFITS	208	208	208
1,167,758	1,207,398	1,287,372	TOTAL PERSONNEL SERVICE		1,361,861	1,361,861	1,361,861
12.5	12.5	12.5	Total Full-Time Equivalent (FTE)		12.5	12.5	12.5
926,829	998,245	1,031,383	055-5500-000.31-10	CONTRACTUAL SERVICES	1,053,716	1,053,716	1,053,716
9,472	10,947	12,042	055-5500-000.31-40	WASCO CO COMMUNICATIONS	15,451	15,451	15,451
-	-	4,500	055-5500-000.34-10	ENGINEERING SERVICES	4,500	4,500	4,500
21,681	21,910	34,013	055-5500-000.34-30	COMPUTER SERVICES	34,959	34,959	34,959
-	-	-	055-5500-000.34-50	SPECIAL STUDIES & REPORTS	-	-	-
13,136	11,242	14,365	055-5500-000.41-10	WATER & SEWER	14,365	14,365	14,365
12,199	9,263	29,450	055-5500-000.41-20	GARBAGE SERVICES	24,450	24,450	24,450
3,869	4,857	4,715	055-5500-000.41-30	NATURAL GAS	4,715	4,715	4,715
12,134	10,402	14,829	055-5500-000.41-40	ELECTRICITY	14,889	14,889	14,889
7,980	7,980	7,980	055-5500-000.42-00	JANITORIAL SERVICES	7,980	7,980	7,980
5,339	4,507	16,972	055-5500-000.43-10	BUILDINGS AND GROUNDS	12,768	12,768	12,768
-	135	1,200	055-5500-000.43-20	COMPUTERS	1,200	1,200	1,200
617	2,424	2,600	055-5500-000.43-30	RADIO EQUIPMENT	2,150	2,150	2,150
-	210	500	055-5500-000.43-40	OFFICE EQUIPMENT	500	500	500
6,720	1,181	11,000	055-5500-000.43-45	JOINT USE OF LABOR/EQUIP	11,000	11,000	11,000
73,838	65,650	71,062	055-5500-000.43-50	VEHICLES	75,000	75,000	75,000
23,161	21,357	30,657	055-5500-000.43-51	GAS/OIL/DIESEL/LUBRICANTS	29,470	29,470	29,470
10,597	13,850	13,050	055-5500-000.43-52	TIRES AND TIRE REPAIRS	7,025	7,025	7,025
2,920	2,069	11,310	055-5500-000.43-70	GENERAL EQUIPMENT	11,460	11,460	11,460
37,964	53,189	76,860	055-5500-000.43-71	SPECIAL UTILITY EQUIPMENT	82,110	82,110	82,110
7,588	7,495	11,801	055-5500-000.43-80	SHOP EQUIPMENT	9,900	9,900	9,900
2,211	855	2,500	055-5500-000.43-81	SERVICE PICKUP TOOLS	2,500	2,500	2,500
13,471	(67,576)	78,950	055-5500-000.43-86	LINES MAINT & SUPPLIES	102,600	102,600	102,600
635	966	1,337	055-5500-000.43-87	UTILITIES LOCATES	1,336	1,336	1,336
641	17,789	16,500	055-5500-000.44-20	RENTAL OF EQUIPMENT	16,500	16,500	16,500

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget
WASTEWATER FUND
CONTINUED**

FY15/16 Actual	FY16/17 Actual	FY17/18 Budget	Account Number	Account Description	FY18/19 Proposed Budget	FY18/19 Approved Budget	FY18/19 Adopted Budget
WASTEWATER FUND 055							
62,040	67,365	70,060	055-5500-000.52-10	LIABILITY INSURANCE	71,935	71,935	71,935
20,015	19,245	19,246	055-5500-000.52-30	PROPERTY INSURANCE	17,688	17,688	17,688
10,561	10,697	11,400	055-5500-000.52-50	AUTOMOTIVE INSURANCE	15,879	15,879	15,879
9,738	-	10,500	055-5500-000.52-60	INSURANCE DEDUCTIBLES	10,500	10,500	10,500
479	304	2,420	055-5500-000.53-20	POSTAGE	2,420	2,420	2,420
9,086	8,226	8,400	055-5500-000.53-30	TELEPHONE	8,400	8,400	8,400
73	67	400	055-5500-000.53-40	LEGAL NOTICES	400	400	400
-	-	5,140	055-5500-000.53-60	PUBLIC EDUCATION/INFO	5,140	5,140	5,140
572	23	-	055-5500-000.54-00	ADVERTISING	-	-	-
137	12	1,275	055-5500-000.55-00	PRINTING AND BINDING	1,245	1,245	1,245
14,295	15,930	17,050	055-5500-000.57-00	PERMITS	21,050	21,050	21,050
165	708	1,930	055-5500-000.58-10	TRAVEL, FOOD & LODGING	1,780	1,780	1,780
4,351	5,840	13,383	055-5500-000.58-50	TRAINING AND CONFERENCES	14,753	14,753	14,753
3,243	4,367	5,527	055-5500-000.58-70	MEMBERSHIPS/DUES/SUBS	5,179	5,179	5,179
2,235	2,375	3,433	055-5500-000.60-10	OFFICE SUPPLIES	3,463	3,463	3,463
2,097	2,377	2,400	055-5500-000.60-20	JANITORIAL SUPPLIES	4,266	4,266	4,266
3,686	3,335	3,908	055-5500-000.60-80	CLOTHING	3,765	3,765	3,765
5,108	4,206	7,093	055-5500-000.60-85	SPECIAL DEPT SUPPLIES	7,926	7,926	7,926
1,026	649	9,500	055-5500-000.60-86	CHEMICAL/LAB SUPPLIES	9,900	9,900	9,900
57,328	57,507	88,265	055-5500-000.60-87	STREET CONST SUPPLIES	86,975	86,975	86,975
93	93	1,005	055-5500-000.64-10	BOOKS AND PERIODICALS	1,223	1,223	1,223
700	-	3,200	055-5500-000.64-80	COMPUTER SOFTWARE	23,218	23,218	23,218
90	-	15,297	055-5500-000.69-50	MISCELLANEOUS EXPENSES	-	-	-
602	17,441	-	055-5500-000.69-80	ASSETS < \$5000	19,731	19,731	19,731
1,400,720	1,419,713	1,800,408	TOTAL MATERIALS AND SERVICES		1,877,380	1,877,380	1,877,380
5,488	-	13,400	055-5500-000.72-20	BUILDINGS	25,000	25,000	25,000
-	-	-	055-5500-000.73-30	IMPRVMTS OTHER THAN BLDGS	-	-	-
-	-	-	055-5500-000.74-10	MACHINERY	7,500	7,500	7,500
-	-	-	055-5500-000.74-20	VEHICLES	-	-	-
-	-	6,000	055-5500-000.74-25	COMMUNICATIONS EQUIPMENT	-	-	-
-	-	-	055-5500-000.74-30	FURNITURE AND FIXTURES	-	-	-
-	-	-	055-5500-000.74-40	OFFICE EQUIPMENT	-	-	-
-	-	-	055-5500-000.74-50	COMPUTER EQUIPMENT	-	-	-
-	-	-	055-5500-000.74-80	PUMPS	90,000	90,000	90,000
-	-	65,000	055-5500-000.74-90	EQUIPMENT, OTHER	53,510	53,510	53,510
-	-	-	055-5500-000.75-10	CAPITAL PROJECTS	-	-	-
48,528	21,716	85,200	055-5500-000.76-30	SEWER LINES	40,000	40,000	40,000
16,544	7,409	40,000	055-5500-000.76-40	STORMWATER COLL IMPROVMTS	72,000	72,000	72,000
70,560	29,125	209,600	TOTAL CAPITAL OUTLAY		288,010	288,010	288,010
2,639,038	2,656,237	3,297,380	TOTAL WASTEWATER OPERATIONS		3,527,251	3,527,251	3,527,251
OTHER USES							
332,755	344,255	341,875	055-9500-000.81-01	TO GENERAL FUND	334,914	334,914	334,914
151,867	152,090	151,871	055-9500-000.81-05	TO STREET FUND	152,299	152,299	152,299
65,000	80,000	120,000	055-9500-000.81-09	TO PUBLIC WKS RESRV FUND	265,785	265,785	265,785
3,581	3,788	-	055-9500-550.81-10	TO UNEMPLOYMENT FUND	-	-	-
59,538	59,774	59,932	055-9500-000.81-43	TO FFCO 2008 DEBT SVC FUND	60,011	60,011	60,011
845,000	509,994	245,000	055-9500-000.81-56	TO SEWER SPCL RESRV FUND	548,000	548,000	548,000
1,400,000	2,050,000	1,794,512	055-9500-000.81-57	PLANT CONSTRUCTION.DEBT	800,000	800,000	800,000
2,857,741	3,199,901	2,713,190	TOTAL OPERATING TRANSFERS OUT		2,161,009	2,161,009	2,161,009
-	-	84,582	055-9500-000.88-00	CONTINGENCY	135,092	135,092	135,092
-	-	84,582	TOTAL CONTINGENCY		135,092	135,092	135,092
2,857,741	3,199,901	2,797,772	TOTAL OTHER USES		2,296,101	2,296,101	2,296,101
5,496,779	5,856,138	6,095,152	GRAND TOTAL WASTEWATER FUND EXPENSES		5,823,352	5,823,352	5,823,352
868,385	583,062	-	TOTAL WASTEWATER FUND - REVENUES LESS EXPENSES		-	-	-

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget
SEWER SPECIAL RESERVE FUND 056**

FY15/16 Actual	FY16/17 Actual	FY17/18 Budget	Account Number	Account Description	FY18/19 Proposed Budget	FY18/19 Approved Budget	FY18/19 Adopted Budget
SEWER SPECIAL RESERVE FUND 056							
REVENUES							
2,667,032	3,198,980	3,151,121	056-0000-300.00-00	BEGINNING BALANCE	1,088,755	1,088,755	1,088,755
-	-	-	056-0000-330.00-00	INTERGOVERNMENTAL REVENUE	-	-	-
110,918	508,901	35,780	056-0000-344.20-00	CONNECT CHRGS/ SW SDC	35,780	35,780	35,780
21,127	22,572	6,840	056-0000-344.20-10	CONNECT CHRGS/ STORM WA SDC	6,840	6,840	6,840
-	-	-	056-0000-344.20-20	REIMBURSEMENT DISTRICT PMTS	-	-	-
17,280	35,114	25,000	056-0000-361.00-00	INTEREST REVENUES	25,000	25,000	25,000
-	32,040	-	056-0000-369.00-00	OTHER MISC REVENUES	-	-	-
845,000	509,994	245,000	056-0000-391.55-00	WASTEWATER UTILITY FUND	548,000	548,000	548,000
3,661,357	4,307,600	3,463,741	TOTAL SEWER SPECIAL RESERVE FUND REVENUES		1,704,375	1,704,375	1,704,375
EXPENDITURES							
-	-	-	056-5600-000.31-10	CONTRACTUAL SERVICES	-	-	-
-	-	-	056-5600-000.34-10	ENGINEERING SERVICES	-	-	-
-	-	-	056-5600-000.53-40	LEGAL NOTICES	-	-	-
-	3,364	-	056-5600-000.71-10	LAND-SEWER SPECIAL RESERVE	-	-	-
-	3,364	-	TOTAL MATERIALS & SERVICES		-	-	-
-	-	-	056-5600-000.74-80	PUMPS	-	-	-
-	-	-	056-5600-000.75-10	CAPITAL PROJECTS	-	-	-
455,406	146,045	1,934,918	056-5600-000.76-30	SEWER LINES	1,257,761	1,257,761	1,257,761
-	-	1,146,665	056-5600-000.76-40	STORM WATER IMPROVEMENTS	439,665	439,665	439,665
-	-	-	056-5600-000.78-99	FUTURE CAPITAL PROJECTS	-	-	-
455,406	146,045	3,081,583	TOTAL CAPITAL OUTLAY		1,697,426	1,697,426	1,697,426
455,406	149,409	3,081,583	TOTAL SEWER SPECIAL RESERVE FUND OPERATIONS		1,697,426	1,697,426	1,697,426
OTHER USES							
-	-	-	056-9500-000.81-37	TO CAPITAL PROJECT FUND	-	-	-
6,971	7,069	7,158	056-9500-000.81-44	TO 2009 FFCO DEBT SVC FUND	6,949	6,949	6,949
-	1,000,000	375,000	056-9500-000.81-57	TO SW PLANT CONSTC FUND	-	-	-
6,971	1,007,069	382,158	TOTAL OPERATING TRANSFERS OUT		6,949	6,949	6,949
6,971	1,007,069	382,158	TOTAL OTHER USES		6,949	6,949	6,949
462,377	1,156,478	3,463,741	GRAND TOTAL SEWER SPECIAL RESERVE FUND EXPENSES		1,704,375	1,704,375	1,704,375
3,198,980	3,151,122	-	SEWER SPECIAL RESERVE FUND - REVENUE LESS EXPENSES		-	-	-

City of The Dalles, Oregon
Fiscal Year 2018-19 Budget
SEWER PLANT CONSTRUCTION/DEBT SERVICE FUND 057

FY15/16 Actual	FY16/17 Actual	FY17/18 Budget	Account Number	Account Description	FY18/19 Proposed Budget	FY18/19 Approved Budget	FY18/19 Adopted Budget
SEWER PLANT CONSTRUCTION / DEBT SERVICE FUND 057							
REVENUES							
4,702,519	5,174,036	5,928,229	057-0000-300.00-00	BEGINNING BALANCE	3,128,035	3,128,035	3,128,035
		180,000	057-0000-335.57-00	STATE GRANT REVENUE - Renewal Power Generation Grants	-	-	-
		2,000,000	057-0000-331.90-00	FEDERAL GRANTS (SRF Loan)	-	-	-
28,462	61,967	30,000	057-0000-361.00-00	INTEREST REVENUES	15,000	15,000	15,000
1,400,000	2,050,000	1,794,512	057-0000-391.55-00	WASTEWATER UTILITY FUND	800,000	800,000	800,000
-	1,000,000	375,000	057-0000-391.56-00	WASTEWATER CAPITAL FUND	-	-	-
		230,930	057-0000-391.58-00	TRANSFER IN FROM WASTEWATER REV BOND			
		5,964,474	057-0000-391.59-00	TRANSFER IN FROM UTILITY REV BOND			
-		100,000	057-0000-393.10-00	LOAN/BOND PROCEEDS	-	-	-
6,130,980	8,286,003	16,603,145		TOTAL SEWER PLANT CONTS/DEBT SVC REVENUES	3,943,035	3,943,035	3,943,035
EXPENDITURES							
-	-	-	057-5700-000.31-10	CONTRACTUAL SERVICES	-	-	-
-	-	-	057-5700-000.34-10	ENGINEERING SERVICES	-	-	-
-	-	-	057-5700-000.53-40	LEGAL NOTICES	-	-	-
-	-	-		TOTAL MATERIALS AND SERVICES	-	-	-
-	-	-	057-5700-000.71-10	LAND	-	-	-
-	-	-	057-5700-000.72-20	BUILDINGS	-	-	-
-	-	-	057-5700-000.73-50	CONSTRUCTION CONTRACTS	-	-	-
-	-	-	057-5700-000.74-10	MACHINERY	-	-	-
-	-	-	057-5700-000.74-90	EQUIPMENT, OTHER	100,000	100,000	100,000
404,560	2,211,909	13,548,668	057-5700-000.75-10	CAPITAL PROJECTS	2,902,655	2,902,655	2,902,655
-	-	-	057-5700-000.76-30	SEWER LINES	-	-	-
404,560	2,211,909	13,548,668		TOTAL CAPITAL OUTLAY	3,002,655	3,002,655	3,002,655
404,560	2,211,909	13,548,668		TOTAL SEWER PLANT CONST/DEBT SVC OPERATIONS	3,002,655	3,002,655	3,002,655
DEBT SERVICE							
			057-5700-000.79-30	To 2017 CWSRF(CLEAN WATER LOAN) PRINCIPAL	41,594	41,594	41,594
			057-5700-000.79-40	To 2017 CWSRF (CLEAN WATER LOAN) INTEREST	61,570	61,570	61,570
				TOTAL DEBT SERVICE	103,164	103,164	103,164
552,385	551,845	2,549,319	057-9500-000.81-58	DEBT SERVICE FUND			
		505,158	057-9500-000.81-59	TO UTILITY REVENUE BOND	837,216	837,216	837,216
552,385	551,845	3,054,477		TOTAL OPERATING TRANSFERS OUT	837,216	837,216	837,216
552,385	551,845	3,054,477		TOTAL OTHER USES	940,380	940,380	837,216
956,945	2,763,754	16,603,145		GRAND TOTAL SEWER PLANT CONSTRUCTION EXPENSES	3,943,035	3,943,035	3,943,035
5,174,036	5,522,249	-		SEWER PLANT CONSTRUCTION FUND - REVENUES LESS EXPENSES	-	-	-

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget**

AIRPORT

Fund:	Airport (061)
Department:	Airport (061)
Program:	Airport Operations (610)

Mission

Striving to meet the aviation transportation needs of the twenty-first century, and create economic development opportunities.

Description

Since 2002 the City has been involved in a partnership with Klickitat County in operating the Columbia Gorge Regional Airport and planning its future. We have signed an agreement creating a long-term management structure for the airport that includes cost sharing with Klickitat County. A regional airport board has been established, and public meetings are held the third Friday of each month. Aviation Management Services (AMS) has been hired to operate the airport under the general oversight of the Airport Board. Tac Aero is the fixed-base operator at the airport and provides a number of aviation services, including handling transient and resident aircraft, fuel and related sales, flight training, contractual support to the fire base and aircraft maintenance. Tac Aero is in the process of establishing a charter service, was approved for a Part 141 Flight School which permits Tac Aero to work with the Veterans Administration for flight training to veterans and will be an FAA approved testing center.

2018-2019 Goals, Projects and Highlight

- Construct drainage area for new hangars.
- Design of a new terminal building if a grant is received.
- Work with private party to build an 11 unit T hangars.
- Establish new tenants in Business Park and in new hangars.
- Expand airplane parking ramp in front of the Terminal.
- Obtain FAA approval for rehabilitation of Runway 7/25.

2017-2018 Accomplishments/Comments

- Rehabilitation of Taxiway A mid-section; completed runway project that began in 2012.
- Obtained \$1,414,184 FAA Grant.
- Completed Leases for Oregon/Washington Fire Base.
- Held third annual Fly-In.
- Completed construction of Life Flight Flex Space

- Transition of Airport Manager and FBO Operation

Major Issues to be resolved in the next five years

- Development of a world-class golf course.
- Charter or taxi air services.
- Attract Industrial Park tenants.
- Construct new airport terminal with small conference space.
- Runway 7/25 rehabilitation.
- Runway extension 13/31 to permit use by larger jets.
- Re-alignment of Dallesport Road for addition useable runway length.
- Develop plans for Airport property south of Dallesport road.
- Rehabilitation of aircraft parking ramps.
- Installation of taxiway lighting.
- RV Park and Cabin park area.

**City of The Dalles, Oregon
Fiscal Year 2018-2019 Budget
AIRPORT SUMMARY**

FY15/16	FY16/17	FY17/18		FY18/19	FY18/19	FY18/19
<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Account Description</u>	<u>Proposed</u>	<u>Approved</u>	<u>Adopted</u>
				<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
1,788,019	1,837,696	1,565,823	BEGINNING BALANCE	416,325	416,325	416,325
319,190	1,778,456	1,101,000	REVENUES	463,441	463,441	463,441
70,805	133,357	75,000	OTHER SOURCES	67,000	67,000	67,000
2,178,015	3,749,509	2,741,823	TOTAL RESOURCES	946,766	946,766	946,766
340,318	2,183,686	2,415,104	AIRPORT	534,943	534,943	534,943
340,318	2,183,686	2,415,104	TOTAL EXPENDITURES	534,943	534,943	534,943
-	-	-	CHARGES FOR SERVICES	-	-	-
-	-	68,437	TRANSFER OUT	-	-	-
-	-	258,282	CONTINGENCY	411,823	411,823	411,823
-	-	-	UNAPPROPRIATED ENDING BAL	-	-	-
-	-	326,719	TOTAL OTHER USES	411,823	411,823	411,823
340,318	2,183,686	2,741,823	TOTAL EXPENDS & OTHER USES	946,766	946,766	946,766
1,837,696	1,565,823	-	FUND TOTAL	-	-	-

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget
AIRPORT FUND**

FY15/16 Actual	FY16/17 Actual	FY17/18 Budget	Account Number	Account Description	FY18/19 Proposed Budget	FY18/19 Approved Budget	FY18/19 Adopted Budget
AIRPORT FUND 061							
REVENUES							
1,788,019	1,837,696	1,565,823	061-0000-300.00-00	BEGINNING BALANCE	416,325	416,325	416,325
65,000	231,786	65,000	061-0000-330.00-00	INTERGOVERNMENTAL REV	65,000	65,000	65,000
-	73,494	-	061-0000-330.10-00	OTHER WA			
-	-	100,000	061-0000-330.15-00	OTHER OR	100,000	100,000	100,000
107,432	1,350,099	90,000	061-0000-331.20-00	FEDERAL GRANTS-FAA	200,000	200,000	200,000
-	-	700,000	061-0000-331.90-00	FEDERAL GRANTS-MISC	-	-	-
-	-	3,000	061-0000-334.80-00	WASHINGTON STATE GRANTS	20,000	20,000	20,000
-	-	-	061-0000-334.90-00	STATE GRANTS, OTHER	-	-	-
3,360	7,821	3,000	061-0000-341.90-00	MISC SALES & SVCS	5,000	5,000	5,000
11,182	8,688	10,000	061-0000-347.00-00	AVIATION FUEL SALES	8,500	8,500	8,500
14,350	11,756	5,000	061-0000-361.00-00	INTEREST REVENUES	1,500	1,500	1,500
117,867	94,811	125,000	061-0000-363.50-00	PROPERTY RENTALS	63,441	63,441	63,441
5,805	7,476	10,000	061-0000-369.00-00	OTHER MISC REVENUES	2,000	2,000	2,000
65,000	125,000	65,000	061-0000-391.01-00	GENERAL FUND	65,000	65,000	65,000
-	881	-	061-0000-392.00-00	SALE OF FIXED ASSETS	-	-	-
-	-	-	061-0000-393.10-00	LOAN/BOND PROCEEDS	-	-	-
2,178,015	3,749,509	2,741,823	TOTAL AIRPORT FUND REVENUES		946,766	946,766	946,766
EXPENSES							
220	9,573	6,400	061-6100-000.31-10	CONTRACTUAL SERVICES	1,800	1,800	1,800
112,428	112,743	119,200	061-6100-000.31-90	CONTRACTUAL SVC - OTHER	114,000	114,000	114,000
-	-	-	061-6100-000.32.10	AUDITING SERVICES	6,050	6,050	6,050
-	-	-	061-6100-000.34-10	ENGINEERING SVC	-	-	-
7,570	6,595	9,000	061-6100-000.41-10	WATER & SEWER	9,000	9,000	9,000
1,148	1,048	600	061-6100-000.41-20	GARBAGE SERVICES	500	500	500
7,914	13,599	14,000	061-6100-000.41-40	ELECTRICITY	10,000	10,000	10,000
19,900	34,533	23,500	061-6100-000.43-10	BUILDINGS AND GROUNDS	19,000	19,000	19,000
140	-	1,600	061-6100-000.43-45	JOINT USE OF LABOR	1,000	1,000	1,000
2,726	4,951	6,000	061-6100-000.43-50	VEHICLES - REPAIR/MAINT	6,000	6,000	6,000
797	1,321	3,000	061-6100-000.43-51	GAS/OIL/DIESEL	1,500	1,500	1,500
9,671	8,909	10,000	061-6100-000.46-10	PROPERTY TAXES	11,000	11,000	11,000
8,279	7,680	7,988	061-6100-000.52-10	LIABILITY INSURANCE	9,100	9,100	9,100
9,874	10,073	12,073	061-6100-000.52-30	PROPERTY INSURANCE	14,888	14,888	14,888
219	346	300	061-6100-000.53-20	POSTAGE	300	300	300
3,213	3,151	4,000	061-6100-000.53-30	TELEPHONE	1,720	1,720	1,720
-	595	500	061-6100-000.53-40	LEGAL NOTICES	250	250	250
1,103	6,692	15,000	061-6100-000.54-00	ADVERTISING	560	560	560
415	503	2,000	061-6100-000.57-00	PERMITS	1,500	1,500	1,500
-	1,582	8,500	061-6100-000.58-10	TRAVEL, FOOD & LODGING	2,000	2,000	2,000
905	990	4,000	061-6100-000.58-50	TRAINING AND CONFERENCES	1,800	1,800	1,800
125	732	1,000	061-6100-000.58-70	MEMBERSHIPS/DUES	495	495	495
146	17	1,000	061-6100-000.60-10	OFFICE SUPPLIES	480	480	480
30	101	1,000	061-6100-000.69-50	MISCELLANEOUS EXP	1,000	1,000	1,000
-	1,095	3,000	061-6100-000.69-80	ASSETS < \$5000	1,000	1,000	1,000
186,822	226,827	253,661	TOTAL MATERIALS AND SERVICES		214,943	214,943	214,943

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget
AIRPORT FUND
CONTINUED**

FY15/16 Actual	FY16/17 Actual	FY17/18 Budget	Account Number	Account Description	FY18/19 Proposed Budget	FY18/19 Approved Budget	FY18/19 Adopted Budget
AIRPORT FUND 061							
22,020		100,000	061-6100-000.72-20	BUILDINGS	100,000	100,000	100,000
1,378	428,923	1,661,443	061-6100-000.72-30	BUILDINGS-HANGER	-	-	-
130,099	1,527,936	400,000	061-6100-000.73-30	IMPROVEMENTS OTHER	220,000	220,000	220,000
-	-	-	061-6100-000.74-10	MACHINERY	-	-	-
✓ 153,496	✓ 1,956,859	✓ 2,161,443	TOTAL CAPITAL OUTLAY		✓ 320,000	✓ 320,000	✓ 320,000
✓ 340,318	✓ 2,183,686	✓ 2,415,104	TOTAL AIRPORT OPERATIONS EXPENSES		✓ 534,943	✓ 534,943	✓ 534,943
-	-	68,437	061-9500-000.81-62	TO AIRPORT DEBT SERVICE	-	-	-
-	-	68,437	TOTAL OPERATING TRANSFERS OUT		-	-	-
-	-	258,282	061-9500-000.88-00	CONTINGENCY	411,823	411,823	411,823
-	-	258,282	TOTAL CONTINGENCY		✓ 411,823	✓ 411,823	✓ 411,823
-	-	326,719	TOTAL OTHER USES		✓ 411,823	✓ 411,823	✓ 411,823
✓ 340,318	✓ 2,183,686	✓ 2,741,823	GRAND TOTAL AIRPORT FUND EXPENSES		✓ 946,766	✓ 946,766	✓ 946,766
✓ 1,837,696	✓ 1,565,823	-	TOTAL AIRPORT FUND - REVENUES LESS EXPENSES		-	-	-

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget**

CAPITAL IMPROVEMENTS FUND GROUP

Description

The City currently has two active funds in the Capital Improvements Fund Group.

- ✓ The Special Assessments Fund (036), which accounts for LID public infrastructure projects or other assessments, such as nuisance abatement of the City;
- ✓ The Capital Projects Fund (037), which accounts for various improvements in City facilities not funded in part by grants;

• **CAPITAL IMPROVEMENTS FUNDS SUMMARY**

FY15/16	FY16/17	FY17/18		FY18/19	FY18/19	FY18/19
Actual	Actual	Budget	Revenue/Cost Centers	Proposed	Approved	Adopted
				Budget	Budget	Budget
327,391	614,302	582,764	BEGINNING BALANCE	744,308	744,308	744,308
597,825	330,229	171,348	REVENUES	175,863	175,863	175,863
-	-	-	OTHER SOURCES	-	-	-
925,217	944,531	754,112	TOTAL RESOURCES	920,171	920,171	920,171
39,596	2,787	361,563	SPECIAL ASSESMENTS FUND	451,332	451,332	451,332
18,595	17,611	267,773	CAPITAL PROJECTS FUND	347,131	347,131	347,131
58,191	20,398	629,336	TOTAL EXPENDITURES	798,463	798,463	798,463
252,723	123,477	124,776	TRANSFER OUT	121,708	121,708	121,708
-	-	-	CONTINGENCY	-	-	-
-	-	-	UNAPPROPRIATED ENDING BAL	-	-	-
252,723	123,477	124,776	TOTAL OTHER USES	121,708	121,708	121,708
310,914	143,875	754,112	TOTAL EXPENDS & OTHER USES	920,171	920,171	920,171
614,303	800,656	-	FUND TOTAL	-	-	-

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget**

Fund: Capital Improvements Fund Group
Department: Special Assessments (036)
Program: Other (000)

Description

The Special Assessments fund is used to fund Local Improvement Districts of the City and Code Enforcement nuisance abatements that are assessed to property owners. This fund was created with General Fund financial resources in prior fiscal years for this specific purpose to reduce the amount of fixed financial expenses associated with borrowing funds.

2018-19 Goals, Projects, and Highlights

- No LIDs are currently planned for FY18/19.
- Pursue payment of nuisance abatements.

2017-18 Accomplishments/Comments

- Foreclosed on long term delinquent abatement assessments.

Major Issues to be resolved in the next five years.

- Maintenance of sufficient operating monies with the LID fund so as to internally finance small projects without the added complexities of use of bonding or other debt instruments.

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget
SPECIAL ASSESSMENT FUND 036**

FY15/16 Actual	FY16/17 Actual	FY17/18 Budget	Account Number	Account Description	FY18/19 Proposed Budget	FY18/19 Approved Budget	FY18/19 Adopted Budget
SPECIAL ASSESSMENT FUND 036							
REVENUES							
107,657	450,573	402,756	036-0000-300.00-00	BEGINNING BALANCE	481,692	481,692	481,692
23,385	28,178	25,500	036-0000-318.20-00	NW NATURAL GAS FRANCHISE FEES	25,000	25,000	25,000
2,350	5,107	3,900	036-0000-361.00-00	INTEREST REVENUES	7,100	7,100	7,100
-	-	1,000	036-0000-369.00-00	OTHER MISC. REVENUES	1,000	1,000	1,000
444,173	91,724	40,000	036-0000-370.10-00	PRINCIPAL-NONBONDED	28,388	28,388	28,388
25,328	99,480	3,873	036-0000-370.20-00	INTEREST-NONBONDED	20,550	20,550	20,550
602,893	675,062	477,029	TOTAL SPECIAL ASSESSMENTS FUND REVENUES		563,730	563,730	563,730
EXPENDITURES							
5,444	1,500	30,000	036-3600-000.31-25	ABATEMENTS	1,000	1,000	1,000
-	-	25,500	036-3600-000.31-80	CORNER LOT RELIEF	25,000	25,000	25,000
-	1,287	-	036-3600-000.31-95	REFUNDS	-	-	-
5	-	-	036-3600-000.32-20	SPECIAL LEGAL SERVICES	-	-	-
41	-	1,000	036-3600-000.53-20	POSTAGE	600	600	600
174	-	200	036-3600-000.53-40	LEGAL NOTICES	200	200	200
-	-	-	036-3600-000.69-50	MISCELLANEOUS EXP	-	-	-
5,664	2,787	56,700	TOTAL MATERIALS AND SERVICES		26,800	26,800	26,800
33,932	-	304,863	036-3600-000.75-10	CAPITAL PROJECTS LIDS	424,532	424,532	424,532
33,932	-	304,863	TOTAL CAPITAL OUTLAY		424,532	424,532	424,532
39,596	2,787	361,563	TOTAL SPECIAL ASSESSMENTS OPERATIONS		451,332	451,332	451,332
10,000	10,000	10,000	036-9500-000.81-01	TO GENERAL FUND	10,000	10,000	10,000
-	-	-	036-9500-000.81-37	TO CAPITAL PROJECTS FUND	-	-	-
102,723	104,167	105,466	036-9500-000.81-44	TO 2009 FFCO BOND DEBT SVC FUND	102,398	102,398	102,398
112,723	114,167	115,466	TOTAL OPERATING TRANSFERS OUT		112,398	112,398	112,398
112,723	114,167	115,466	TOTAL OTHER USES		112,398	112,398	112,398
152,319	116,954	477,029	TOTAL SPECIAL ASSESSMENTS FUND EXPENSES		563,730	563,730	563,730
450,574	558,108	-	SPECIAL ASSESSMENTS FUND - REVENUES LESS EXPENSES		-	-	-

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget
CAPITAL IMPROVEMENTS FUND GROUP**

Fund: Capital Improvements Fund Group
Department: Capital Projects (037)
Program: Other (419)

Description

The Capital Projects Fund is used to fund renovations and maintenance of City facilities and purchase equipment for those facilities (BIP 18-008). These facilities are City Hall, Transportation (Veterans) Center, Police Station, Dock and the Lewis and Clark Festival Park. All these facilities are General Fund facilities and the operating monies for these facilities and operating departments is from General Fund financial resources. In recent years we have used this fund to purchase General Fund equipment. We also fund the actual construction of LIDs in this fund when the monies come from more than one source. The revenue is primarily from transfers in and a portion of the State Office Building lease.

2018-19 Goals, Projects, and Highlights

- Replace HVAC units at City Hall and Police Department as needed (\$18,000)
- Reserve for future City Hall improvements (\$206,381)
- Update Security Cameras for City Hall (\$12,000)
- Replace Video Arraignment Equipment in Judicial (\$7,600)
- New Carpet for the City Manager/City Clerk Office (\$3,500)
- Replacement of Car Video Cameras (\$43,000)
- Dock Maintenance- We have established a maintenance fund for the dock for future repairs (\$35,000)

2017-18 Accomplishments/Comments

We are continuing to build future reserves for future projects

Major Issues to be resolved in the next five years

- Completion of City Hall renovation of City Hall 2nd Floor
- Establish a reserve fund for Dock Repair.

**City of The Dalles, Oregon Fiscal
Year 2018-19 Budget CAPITAL
PROJECTS FUND 037**

FY15/16 Actual	FY16/17 Actual	FY17/18 Budget	Account Number	Account Description	FY18/19 Proposed Budget	FY18/19 Approved Budget	FY18/19 Adopted Budget
CAPITAL PROJECTS FUND 037							
REVENUES							
219,734	163,729	180,008	037-0000-300.00-00	BEGINNING BALANCE	262,616	262,616	262,616
-	-	-	037-0000-337.90-00	LOCAL GOV REV-PARTNERS	-	-	-
829	2,065	1,200	037-0000-361.00-00	INTEREST REVENUES	2,400	2,400	2,400
101,761	105,175	95,875	037-0000-363.80-00	STATE OFFICE BLDG INC	91,425	91,425	91,425
-	(1,500)	-	037-0000-369.00-00	OTHER MISC REVENUES	-	-	-
-	-	-	037-0000-380.10-00	LOAN REV - PRINCIPAL	-	-	-
-	-	-	037-0000-380.20-00	LOAN REV - INTEREST	-	-	-
-	-	-	037-0000-391.01-00	GENERAL FUND	-	-	-
-	-	-	037-0000-391.13-00	TRANSPORTATION SYSTEM RESERVE FUND	-	-	-
-	-	-	037-0000-391.36-00	SPECIAL ASSMT FUND	-	-	-
-	-	-	037-0000-391.53-00	WATER CAPITAL RESERVE FUND	-	-	-
-	-	-	037-0000-391.56-00	SEWER SPECIAL RESERVE FUND	-	-	-
322,324	269,470	277,083	TOTAL CAPITAL PROJECTS FUND REVENUES		356,441	356,441	356,441
EXPENDITURES							
*** GENERAL FUND BUILDINGS							
-	-	-	037-3700-000.43-10	BUILDINGS & GROUNDS	1,500	1,500	1,500
3,445	-	5,000	037-3700-000.69-80	ASSETS < \$5000	5,000	5,000	5,000
3,445	-	5,000	TOTAL MATERIALS AND SERVICES		6,500	6,500	6,500
-	-	262,773	037-3700-000.72-20	BUILDINGS	247,481	220,202	247,481
-	-	-	037-3700-000.73-30	IMPRV OTHER THAN BLDG	78,000	105,279	78,000
-	-	262,773	TOTAL CAPITAL OUTLAY		325,481	325,481	325,481
3,445	-	267,773	TOTAL GENERAL FUND BUILDINGS		331,981	331,981	331,981
*** PORT LOAN - AIRPORT WELL							
14,089	16,646	-	037-3775-000.79-50	PRINCIPAL PAYMENT	10,150	10,150	10,150
1,061	965	-	037-3775-000.79-60	INTEREST PAYMENT	5,000	5,000	5,000
15,150	17,611	-	TOTAL DEBT SERVICE		15,150	15,150	15,150
15,150	17,611	-	TOTAL PORT LOAN - AIRPORT WELL		15,150	15,150	15,150
18,595	17,611	267,773	TOTAL CAPITAL PROJECTS FUND OPERATIONS		347,131	347,131	347,131
105,000	-	-	037-9500-000.81-01	TO GENERAL FUND	-	-	-
26,000	-	-	037-9500-000.81-04	TO LIBRARY FUND	-	-	-
9,000	9,310	9,310	037-9500-000.81-21	TO STATE OFFICE BLDG FUND	9,310	9,310	9,310
140,000	9,310	9,310	TOTAL OPERATING TRANSFERS OUT		9,310	9,310	9,310
158,595	26,921	277,083	TOTAL CAPITAL PROJECTS FUND EXPENSES		356,441	356,441	356,441
163,729	242,549	-	CAPITAL PROJECTS FUND - REVENUES LESS EXPENSES		-	-	-

City of The Dalles, Oregon
Proposed Fiscal Year 2018-19 Budget

SPECIAL REVENUE FUNDS GROUP

Description

The City has several Special Revenue funds in addition to those discussed with respect to Public Works activities. These are funds established under ORS Chapter 280, to accumulate and spend monies for a particular purpose. For each fund of this type, a specific purpose is identified and monies in that fund may only be spent for that purpose.

- The Unemployment Fund (010) provides for the accumulation of financial resources of the City to pay claims of unemployment. Contributions are received from the operating funds of the General Fund, Library Fund, Street Fund, Water Utility Fund, and Wastewater Utility Fund.
- The Community Benevolence Fund (011) provides for the accumulation of financial resources to pay for expenses related to the memorials to Veterans of the community.
- The Special Projects Fund (018) provides for the accumulation of financial resources of the City and other granting agencies in order to pay for expenses related to infrastructure improvements. This infrastructure can be related to historical and community purposes.
- The State Office Building Fund (021) is used to operate one of the City's facilities to be used by the State of Oregon to provide services to the local community.

City of The Dalles, Oregon
Fiscal Year 2018-2019 Budget
SPECIAL REVENUE FUND SUMMARY

<u>FY15/16</u>	<u>FY16/17</u>	<u>FY17/18</u>	<u>Revenue/Cost Centers</u>	<u>FY18/19</u>	<u>FY18/19</u>	<u>FY18/19</u>
<u>Actual</u>	<u>Actual</u>	<u>Budget</u>		<u>Proposed</u>	<u>Approved</u>	<u>Adopted</u>
				<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
3,605,838	3,525,021	3,494,710	BEGINNING BALANCE	3,586,276	3,586,276	3,586,276
286,891	232,913	2,176,242	REVENUES	1,573,627	1,573,627	1,573,627
42,405	39,430	3,729,310	OTHER SOURCES	57,310	57,310	57,310
3,935,134	3,797,364	9,400,262	TOTAL RESOURCES	5,217,213	5,217,213	5,217,213
7,207	9,338	106,317	UNEMPLOYMENT RESERVE FUND	85,322	85,322	85,322
2,363	636	12,262	COMMUNITY BENEVOLENCE FUND	11,642	11,642	11,642
174,157	205,343	8,984,294	SPECIAL GRANTS FUND	4,762,030	4,762,030	4,762,030
227,385	159,685	292,389	STATE OFFICE BUILDING FUND	354,219	354,219	354,219
411,112	375,002	9,395,262	TOTAL EXPENDITURES	5,213,213	5,213,213	5,213,213
3,000	3,000	5,000	TRANSFER OUT	4,000	4,000	4,000
-	-	-	CONTINGENCY	-	-	-
-	-	-	UNAPPROPRIATED ENDING BAL	-	-	-
3,000	3,000	5,000	TOTAL OTHER USES	4,000	4,000	4,000
414,112	378,002	9,400,262	TOTAL EXPENDS & OTHER USES	5,217,213	5,217,213	5,217,213
3,521,022	3,419,362	-	FUND TOTAL	-	-	-

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget**

UNEMPLOYMENT RESERVE FUND 010

Established by Res 11-017 (06/13/11)- Review by 06/13/21)

FY15/16 Actual	FY16/17 Actual	FY17/18 Budget	Account Number	Account Description	FY18/19 Proposed Budget	FY18/19 Approved Budget	FY18/19 Adopted Budget
UNEMPLOYMENT RESERVE FUND 010							
REVENUES							
53,454	76,011	105,317	010-0000-300.00-00	BEGINNING BALANCE	84,172	84,172	84,172
469	1,128	1,000	010-0000-361.00-00	INTEREST REVENUES	1,150	1,150	1,150
14,947	15,111	-	010-0000-391.01-00	GENERAL FUND			
2,394	2,432	-	010-0000-391.04-00	LIBRARY FUND			
2,138	2,375	-	010-0000-391.05-00	STREET FUND			
6,235	6,414	-	010-0000-391.51-00	WATER UTILITY FUND			
3,581	3,788	-	010-0000-391.55-00	WASTEWATER UTILITY			
83,218	107,259	106,317	TOTAL UNEMPLOYMENT RESERVE FUND REVENUES		85,322	85,322	85,322
EXPENDITURES							
7,207	9,338	106,317	010-1000-000.25-00	UNEMPLOYMENT EXPENSES	85,322	85,322	85,322
7,207	9,338	106,317	TOTAL PERSONNEL SERVICE		85,322	85,322	85,322
7,207	9,338	106,317	TOTAL UNEMPLOYMENT RESERVE FUND EXPENSES		85,322	85,322	85,322
76,011	97,922	-	UNEMPLOYMENT FUND - REVENUES LESS EXPENSES		-	-	-

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget**

COMMUNITY BENEVOLENCE FUND 010

FY15/16 Actual	FY16/17 Actual	FY17/18 Budget	Account Number	Account Description	FY18/19 Proposed Budget	FY18/19 Approved Budget	FY18/19 Adopted Budget
COMMUNITY BENEVOLENCE FUND 011							
REVENUES							
12,613	12,684	12,162	011-0000-300.00-00	BEGINNING BALANCE	11,522	11,522	11,522
70	134	100	011-0000-361.00-00	INTEREST REVENUES	120	120	120
-	-	-	011-0000-365.15-00	GIFTS/DONATIONS - WAR MEMORIAL	-	-	-
-	-	-	011-0000-369.00-00	OTHER MISC. REVENUES	-	-	-
12,684	12,818	12,262		TOTAL COMMUNITY BENEVOLENCE FUND REVENUES	11,642	11,642	11,642
EXPENDITURES							
2,363	636	-	011-1200-000.60-85	SPECIAL DEPT SUPPLIES	-	-	-
2,363	636	-		TOTAL MATERIALS AND SERVICES	-	-	-
2,363	636	-		TOTAL VIETNAM MEMORIAL	-	-	-
-	-	12,262	011-1500-000.60-85	SPECIAL DEPT SUPPLIES	11,642	11,642	11,642
-	-	12,262		TOTAL MATERIALS AND SERVICES	11,642	11,642	11,642
-	-	-	011-1500-000.73-30	IMPRVMTS OTHER THAN BLDGS	-	-	-
-	-	-		TOTAL CAPITAL OUTLAY	-	-	-
-	-	12,262		TOTAL WAR MEMORIAL FUND	11,642	11,642	11,642
2,363	636	12,262		TOTAL COMMUNITY BENEVOLENT FUND EXPENSES	11,642	11,642	11,642
10,321	12,182	-		COMMUNITY BENEVOLENT FUND - REVENUES LESS EXPENSES	-	-	-

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget**

Fund: Special Revenue Fund Group
Department: Special Grants (018)
Program: Other (415)

Description

The Special Projects Fund provides for the accumulation of financial resources for the purpose of expending those funds on a multitude of capital projects.

2018-19 Goals, Projects, and Highlights

- Review and re-evaluate the 1st Street Urban Renewal Treatment.
- Bike Hub Grant.
- \$12,500 of SHPO Grant
- \$25,000 Integrated Planning Grant through Business Oregon to help facilitate the redevelopment of brownfield properties through the creation of a database of properties detailing their potential brownfield related challenges

2017-18 Accomplishments/Comments

- Assess options with funding and re-scope first street riverfront connection project

Major Issues to be resolved in the next five years.

- Continued use of the Urban Renewal Agency's financial resources in the most efficient manner to meet the goals of the community.
- Continue Federal lobby efforts for City projects.
- Continued searching of all agencies (federal, state and local) for funding of future expansion of the City infrastructure for the benefit of all.

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget**

SPECIAL GRANTS FUND

FY15/16 Actual	FY16/17 Actual	FY17/18 Budget	Account Number	Account Description	FY18/19 Proposed Budget	FY18/19 Approved Budget	FY18/19 Adopted Budget
SPECIAL GRANTS FUND 018							
REVENUES							
3,496,322	3,398,637	3,307,460	018-0000-300.00-00	BEGINNING BALANCE	3,382,530	3,382,530	3,382,530
-	-	-	018-0000-331.15-00	FED GRANTS - CDBG HOUSING 2007	-	-	-
-	-	-	018-0000-331.31-30	FEDERAL GRANTS-EDA	-	-	-
7,720	-	1,170,000	018-0000-331.90-00	FEDERAL GRANTS-MISC	1,170,000	1,170,000	1,170,000
-	-	-	018-0000-334.25-00	ODOT GRANTS	-	-	-
-	35,540	15,000	018-0000-334.35-00	LCDC GRANT - STATE	-	-	-
-	-	-	018-0000-334.40-00	OIB GRANT	-	-	-
8,600	-	61,930	018-0000-334.90-00	STATE GRANTS, OTHER	89,500	89,500	89,500
43,200	96,511	-	018-0000-336.10-00	PRIVATE SECTOR GRANTS	-	-	-
-	-	-	018-0000-336.20-00	PRIVATE PARTICIPATION PARKING	-	-	-
-	4,000	-	018-0000-336.30-00	NON-PROFIT GRANTS	-	-	-
-	-	689,904	018-0000-337.10-00	URBAN RENEWAL	45,000	45,000	45,000
-	-	-	018-0000-337.40-00	QLIFE CONTRIBUTION	-	-	-
-	-	-	018-0000-337.65-00	NWC PUD GRANT	-	-	-
15,843	27,185	25,000	018-0000-361.00-00	INTEREST REVENUES	31,000	31,000	31,000
-	-	-	018-0000-369.00-00	OTHER MISC. REVENUES	-	-	-
-	-	-	018-0000-391.01-00	TRANSFERS FROM GENERAL	48,000	48,000	48,000
4,110	-	-	018-0000-391.13-00	TRANSFERS FROM TRANS SYS RSRV	-	-	-
-	-	3,720,000	018-0000-393.10-00	LOAN/BOND PROCEEDS	-	-	-
3,575,794	3,561,873	8,989,294	TOTAL SPECIAL GRANTS FUND REVENUES		4,766,030	4,766,030	4,766,030
EXPENDITURES							
*** CDBG/ MID COLMBIA HOUSING							
-	-	-	018-2500-000.39-00	OTHER CONTRACTUAL SVCS	-	-	-
-	-	-	TOTAL MATERIALS & SERVICES		-	-	-
-	-	-	TOTAL CDBG/ MID COLMBIA HOUSING		-	-	-
*** UGB/NSA BOUNDARY AMENDMENT							
-	-	-	018-2627-000.39-00	OTHER CONTRACTUAL SERV	-	-	-
-	-	-	TOTAL MATERIALS & SERVICES		-	-	-
-	-	-	TOTAL UGB/NSA BOUNDARY AMENDMENT		-	-	-
*** TRANSPORTATION SYSTEM PLAN (TSP)							
54,108	-	-	018-2630-000.39-00	OTHER CONTRACTUAL SERV	-	-	-
54,108	-	-	TOTAL MATERIALS & SERVICES		-	-	-
54,108	-	-	TOTAL TRANSPORTATION SYSTEM PLAN (TSP)		-	-	-
*** SHPO/CERT LOC GOVT							
3,789	-	8,000	018-2700-000.31-10	CONTRACTUAL SERVICES	57,500	57,500	57,500
2,000	-	-	018-2700-000.69-90	OTHER	-	-	-
5,789	-	8,000	TOTAL MATERIALS AND SERVICES		57,500	57,500	57,500
5,789	-	8,000	TOTAL SHPO/CERT LOC GOVT		57,500	57,500	57,500
*** INTEGRATED PLANNING GRANT							
-	-	-	018-2700-000.31-10	CONTRACTUAL SERVICES	25,000	25,000	25,000
-	-	-	018-2800-000.69-90	OTHER	-	-	-
-	-	-	TOTAL MATERIALS AND SERVICES		25,000	25,000	25,000
-	-	-	TOTAL INTEGRATED PLANNING GRANT		25,000	25,000	25,000
*** HOUSING / LAND NEEDS ASSESSMENT							
3,450	50,145	-	018-2800-000.31-10	CONTRACTUAL SERVICES	-	-	-
-	-	-	018-2800-000.69-90	OTHER	-	-	-
3,450	50,145	-	TOTAL MATERIALS AND SERVICES		-	-	-
3,450	50,145	-	TOTAL HOUSING/LAND NEEDS ASSESSMENT		-	-	-

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget**

**SPECIAL GRANTS FUND
CONTINUED**

FY15/16 Actual	FY16/17 Actual	FY17/18 Budget	Account Number	Account Description	FY18/19 Proposed Budget	FY18/19 Approved Budget	FY18/19 Adopted Budget
SPECIAL GRANTS FUND 018							
*** TUNNEL PROJECT							
1,741	-	4,617,033	018-2900-000.75-10	CAPITAL PROJECTS	4,583,530	4,583,530	4,583,530
1,741	-	4,617,033		TOTAL CAPITAL OUTLAY	4,583,530	4,583,530	4,583,530
1,741	-	4,617,033		TOTAL TUNNEL PROJECT	4,583,530	4,583,530	4,583,530
*** THE DALLES DAM TOURS PROJECT							
441	-	-	018-3300-000.74.20	VEHICLES	-	-	-
6,600	-	-	018-3300-000.75-10	CAPITAL OUTLAY	-	-	-
7,041	-	-		TOTAL CAPITAL OUTLAY	-	-	-
7,041	-	-		TOTAL THE DALLES DAM TOURS PROJECT	-	-	-
*** GORGE HUB - RTP/LGGP							
-	-	48,930	018-3450-000.75-10	CAPITAL PROJECTS	96,000	96,000	96,000
-	-	48,930		TOTAL CAPITAL OUTLAY	96,000	96,000	96,000
-	-	48,930		TOTAL GORGE HUB - RTP/LGGP	96,000	96,000	96,000
*** GRANADA/REC & BLUE BUILDING BLOCK PROJECT							
-	15,487	590,331	018-3710-000.75-10	CAPITAL PROJECTS	-	-	-
-	15,487	590,331		TOTAL CAPITAL OUTLAY	-	-	-
-	15,487	590,331		TOTAL GRANADA BLOCK PROJECT	-	-	-
*** PARKING STRUCTURE CONSTRUCTION							
-	-	3,720,000	018-3725-000.75-10	CAPITAL PROJECTS	-	-	-
-	-	3,720,000		TOTAL CAPITAL OUTLAY	-	-	-
-	-	3,720,000		TOTAL PARKING STRUCTURE CONSTRUCTION	-	-	-
*** WIFI PROJECT							
102,028	139,711	-	018-4700-000.75-10	CAPITAL PROJECTS	-	-	-
102,028	139,711	-		TOTAL CAPITAL OUTLAY	-	-	-
102,028	139,711	-		TOTAL WIFI PROJECT	-	-	-
174,157	205,343	8,984,294		TOTAL SPECIAL GRANTS FUND OPERATIONS	4,762,030	4,762,030	4,762,030
3,000	3,000	5,000	018-9500-000.81-01	TO GENERAL FUND	4,000	4,000	4,000
3,000	3,000	5,000		TOTAL OPERATING TRANSFERS OUT	4,000	4,000	4,000
177,157	208,343	8,989,294		TOTAL SPECIAL GRANTS FUND EXPENSES	4,766,030	4,766,030	4,766,030
3,398,637	3,353,530	-		SPECIAL GRANTS FUND - REVENUES LESS EXPENSES	-	-	-

**City of The Dalles, Oregon
Proposed Fiscal Year 2018-19 Budget**

STATE OFFICE BUILDING

Fund:	State Office Building (021)
Department:	State Office Building (2200)
Program:	Other (000)

Mission

To operate and maintain the State Office Building facility efficiently and effectively, and within the parameter specified in the long-term lease agreement with the State of Oregon.

Description

The State Office Building Fund is used to account for resources and expenditures relating to the operation and maintenance of the facility located at 700 Union Street. Resources to the fund consist primarily of lease payments from the State of Oregon, supplemented by interest earnings. Expenditures relate to operational expenses such as utilities and insurance, and maintenance of the facility and grounds. All operating expenses are reimbursed through the lease payments from the State. A report is provided to the State at the end of each lease year outlining all operating and maintenance costs for that year.

2018-19 Goals, Projects and Highlights

- Replace HVAC units
- Sidewalk repairs

2017-18 Accomplishments/Comments

- Remodel of restrooms.
- Landscaping projects.

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget**

STATE OFFICE BUILDING FUND

FY15/16 Actual	FY16/17 Actual	FY17/18 Budget	Account Number	Account Description	FY18/19 Proposed Budget	FY18/19 Approved Budget	FY18/19 Adopted Budget
STATE OFFICE BUILDING FUND 021							
REVENUES							
43,449	37,689	69,771	021-0000-300.00-00	BEGINNING BALANCE	108,052	108,052	108,052
218	615	800	021-0000-361.01-00	INTEREST	850	850	850
69,400		70,800	021-0000-363.80-01	OPERATIONS	70,800	70,800	70,800
141,371	71,800	141,708	021-0000-363.80-02	MAINTENANCE	165,207	165,207	165,207
1,636	123,138	-	021-0000-363.80-03	DISCRETIONARY RENT	-	-	-
9,000	9,310	9,310	021-0000-391.37-00	FROM CAPITAL PROJECTS FUND	9,310	9,310	9,310
265,074	242,552	292,389	TOTAL STATE OFFICE BUILDING FUND REVENUES		354,219	354,219	354,219
EXPENDITURES							
37,560	38,859	40,211	021-2200-000.11-00	REGULAR SALARIES	38,462	38,462	38,462
-	-	-	021-2200-000.12-00	PARTTIME/TEMP SALARIES			
465	1,724	500	021-2200-000.13-00	OVERTIME SALARIES	1,000	1,000	1,000
15,124	16,442	17,783	021-2200-000.21-10	MEDICAL INSURANCE	18,429	18,429	18,429
240	276	253	021-2200-000.21-20	L-T DISABILITY INSURANCE	242	242	242
31	40	35	021-2200-000.21-30	LIFE INSURANCE	35	35	35
2,683	2,325	2,583	021-2200-000.21-40	WORKERS COMP INSURANCE	2,474	2,474	2,474
2,820	3,004	3,114	021-2200-000.22-00	FICA	3,019	3,019	3,019
5,097	5,298	5,429	021-2200-000.23-00	RETIREMENT	2,816	2,816	2,816
-	-	-	021-2200-000.29-00	OTHER EMPLOYEE BENEFITS			
64,019	67,967	69,908	TOTAL PERSONNEL SERVICE		66,477	66,477	66,477
				Total Full-Time Equivalent (FTE)	General Services Employees		
6,837	6,045	7,000	021-2200-000.41-10	WATER & SEWER	8,900	8,900	8,900
4,901	3,619	5,000	021-2200-000.41-20	GARBAGE SERVICES	5,698	5,698	5,698
2,504	3,677	2,500	021-2200-000.41-30	NATURAL GAS	3,500	3,500	3,500
12,865	14,225	13,681	021-2200-000.41-40	ELECTRICITY	17,800	17,800	17,800
44,187	44,187	44,187	021-2200-000.42-00	JANITORIAL SERVICES	44,187	44,187	44,187
9,414	6,216	15,000	021-2200-000.43-10	BUILDINGS AND GROUNDS	15,000	15,000	15,000
-	-	500	021-2200-000.43-45	JOINT USE OF LABOR/EQUIP	500	500	500
96	132	300	021-2200-000.43-70	GENERAL EQUIPMENT	300	300	300
1,942	871	1,500	021-2200-000.43-72	ELECTRICAL SYSTEMS	10,000	10,000	10,000
27	934	1,000	021-2200-000.43-73	PLUMBING	1,000	1,000	1,000
3,289	3,600	3,605	021-2200-000.43-75	ELEVATORS	3,700	3,700	3,700
2,385	-	2,000	021-2200-000.43-77	HVAC SYSTEMS	2,000	2,000	2,000
5,206	5,577	6,090	021-2200-000.52-30	PROPERTY INSURANCE	6,578	6,578	6,578
384	384	525	021-2200-000.53-30	TELEPHONE	525	525	525
2,224	2,051	2,500	021-2200-000.60-20	JANITORIAL SUPPLIES	6,500	6,500	6,500
100	200	-	021-2200-000.69-50	MISCELLANEOUS EXPENSES			
96,362	91,718	105,388	TOTAL MATERIALS AND SERVICES		126,188	126,188	126,188
67,004	-	85,000	021-2200-000.73-30	IMPROVEMENTS OTHER	60,200	60,200	60,200
67,004	-	85,000	TOTAL CAPITAL OUTLAY		60,200	60,200	60,200
-	-	32,093	021-9500-000.88-00	CONTINGENCY	101,354	101,354	101,354
-	-	32,093	TOTAL CONTINGENCY		101,354	101,354	101,354
227,385	159,685	292,389	TOTAL STATE OFFICE BUILDING EXPENSES		354,219	354,219	354,219
37,689	82,867	-	STATE OFFICE BUILDING FUND - REVENUES LESS EXPENSES		-	-	-

City of The Dalles, Oregon
Proposed Fiscal Year 2018-19 Budget

DEBT SERVICE FUNDS GROUP

Description

The City maintains a group of debt service funds to account for the long-term obligations of the City. These funds accumulate monies from a variety of sources for the sole purpose of paying principal and interest on obligations incurred at some point in the past. The City is proposing operating three debt service funds for the upcoming year.

2018-19 Goals, Projects and Highlights

- Fully fund the debt obligations for the fiscal year as follows:
 - Airport Debt Svc Fund (062) – Klickitat County Loan (Nov 2012) – debt incurred to build new Maintenance Hanger; CERB Loan (February 2015) obtained by Klickitat County to develop the Airport Industrial Park; and the LOCAP FFCO Bond (February 2015) obtained to fund the purchase of Hanger D, and build a Flex hanger to house Life Flight and other renters.
 - FFCO 2009 Debt Svc Fund (044) – debt incurred for Phase I of the West 1st Street, Terminal Way and Bargeway Road Reconstruction LID and to provide a loan to the Columbia Gateway Urban Renewal Agency to pay off the current Urban Renewal bond, fund a reserve for the loan, and provide funds for additional projects, including:
 - ✓ Improvements to the East Gateway and Brewery Grade intersection
 - ✓ Flour Mill Project
 - ✓ Marine Terminal and Festival Area
 - ✓ Streetscape improvements on 1st, 3rd, and Washington Streets
 - FFCO 2008 Debt Svc Fund (043) – debt incurred in 2008 for Public Works Facility relocation and City Hall remodel debt.
 - Utility Revenue and Refunding Bond Series 2018 (059)- This Bond was established in February 2018 with the purpose of refunding of the City’s Wastewater Revenue Bonds, Series 2003, Water Revenue Bonds, Series 2007, and additional WWTP Clarifier/Primary Filter project.
 - ✓ The WWTP Clarifier/Primary Filter project
 - ✓ Water Bond Debt Fund (041) - debt incurred in 2007 by the sale of revenue bonds to:
 - Build a Clearwell
 - Build a new 760 reservoir and pump station
 - Build a new pump station on Morton Street
 - Enhance the Lone Pine well
 - Replace the control valves, upgrade the filters, and replace disinfection systems at WICKS

- Complete environmental permitting for watershed projects
- Build a new pipeline (Eastside Intertie Phases I and II)
- ✓ Wastewater Plant Debt Service Fund (058) – debt incurred in 2003 by the sale of revenue bonds for the reconstruction of the wastewater plant. This bond covered Phase I of the reconstruction.

2017-18 Accomplishments/Comments

- Made payment of principal and interest on a timely basis for all of the debt listed above.
- Refinanced Water and Wastewater Bonds with a percentage savings of refunding proceeds in the amount of \$52,940.24 in the 2003 Wastewater and \$652,664.12 in the 2007 Water Revenue Bond.

City of The Dalles, Oregon
Fiscal Year 2018-2019 Budget
DEBT SERVICE FUND SUMMARY

FY15/16	FY16/17	FY17/18		FY18/19	FY18/19	FY18/19
<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Revenue/Cost Centers</u>	<u>Proposed</u>	<u>Approved</u>	<u>Adopted</u>
				<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
780,855	315,390	252,148	BEGINNING BALANCE	40,432	40,432	40,432
1,071,715	1,083,549	1,076,275	REVENUES	1,123,061	1,123,061	1,123,061
1,439,479	1,440,447	22,430,625	OTHER SOURCES	1,664,246	321,856	321,856
3,292,049	2,839,386	23,759,048	TOTAL RESOURCES	2,827,739	1,485,349	1,485,349
209,477	211,148	237,407	AIRPORT DEBT SERVICE FUND	238,056	238,056	238,056
966,205	565,005	6,326,730	WATER REVENUE BOND	-	-	-
302,530	303,730	304,530	FFCO 2008 DEBT SERVICE FUND	304,930	304,930	304,930
946,063	945,863	949,863	FFCO 2009 DEBT SERVICE FUND	942,363	942,363	942,363
552,385	551,845	2,780,249	WASTEWATER REVENUE BOND	-	-	-
-	-	13,160,269	UTILITY REVENUE BOND	1,342,390	-	-
2,976,659	2,577,590	23,759,048	TOTAL EXPENDITURES	2,827,739	1,485,349	1,485,349
-	-	-	RATE STABILIZATON RESERVES	-	-	-
-	-	-	TOTAL OTHER USES	-	-	-
2,976,659	2,577,590	23,759,048	TOTAL EXPENDS & OTHER USES	2,827,739	1,485,349	1,485,349
315,390	261,796	-	FUND TOTAL	-	-	-

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget**

AIRPORT DEBT SERVICE FUND

1. Klickitat loan Issue Date: 11/01/2012; Annual Principal & Interest Payments Due: 09/10;
2. Bond Issue Date: 02/24/15; Principal Payment Due: 06/01; Interest Payments Due: 12/1 & 06/01; Final Payment Date: 06/1/2035
3. Klickitat CERB Loan Date: 02/1/2015; Annual Principal & Interest Payments Due: 07/31; Final Payment Date: 07/31/2023/

FY15/16 Actual	FY16/17 Actual	FY17/18 Budget	Account Number	Account Description	FY18/19 Proposed Budget	FY18/19 Approved Budget	FY18/19 Adopted Budget
AIRPORT DEBT SERVICE FUND 062							
REVENUES							
155,737	88,868	23,530	062-0000-300.00-00	BEGINNING BALANCE	40,432	40,432	40,432
723	1,947	1,800	062-0000-361.00-00	INTEREST REVENUES	3,835	3,835	3,835
141,885	153,097	143,640	062-0000-363.50-00	PROPERTY RENTALS	193,789	193,789	193,789
-	-	68,437	062-0000-391.61-00	TRANSFER FROM AIRPORT FUND			
298,345	243,912	237,407	TOTAL AIRPORT DEBT SERV FUND REVENUES		238,056	238,056	238,056
EXPENDITURES							
50,000	75,000	75,000	062-6100-000.79-15	BOND PRINCIPAL	75,000	75,000	75,000
100,826	78,425	76,925	062-6100-000.79-25	BOND INTEREST	75,425	75,425	75,425
25,000	25,000	25,000	062-6100-000.79-50	PRINCIPAL PMTS - K. CO. 11/1/12	25,000	25,000	25,000
25,000	25,000	25,000	062-6100-000.79-60	INTEREST PMTS - K. CO. 11/1/12	25,000	25,000	25,000
276	598	275	062-6100-000.79-55	PRINCIPAL PMTS - K. CO. CERB LOAN	1,800	1,800	1,800
8,375	7,125	6,375	062-6100-000.79-65	INTEREST PMTS - K. CO. CERB LOAN	6,375	6,375	6,375
-	-	28,832	062-6100-000.79-80	RSRV FOR FUTURE DEBT	29,456	29,456	29,456
209,477	211,148	237,407	TOTAL DEBT SERVICE		238,056	238,056	238,056
209,477	211,148	237,407	TOTAL AIRPORT DEBT SERVICE FUND EXPENSES		238,056	238,056	238,056
88,868	32,764	-	AIRPORT DEBT SERVICE FUND - REVENUE LESS EXPENSES		-	-	-

WATER REVENUE BOND FUND

Issue Date 02/22/07; This Bond was refinanced to the Utility Revenue Bond on 2/01/2018

FY15/16 Actual	FY16/17 Actual	FY17/18 Budget	Account Number	Account Description	FY18/19 Proposed Budget	FY18/19 Approved Budget	FY18/19 Adopted Budget
WATER REVENUE BOND 041							
REVENUES							
400,000	-	-	041-0000-300.00-00	BEGINNING BALANCE			
-	-	-	041-0000-361.00-00	INTEREST REVENUES			
566,205	565,005	6,326,730	041-0000-391.53-00	WATER DEPT CAP RESERVE FUND			
966,205	565,005	6,326,730	TOTAL WATER REVENUE BOND REVENUES		-	-	-
EXPENDITURES							
280,000	290,000	6,125,000	041-4100-000.79-15	BOND PRINCIPAL			
286,205	275,005	200,480	041-4100-000.79-25	BOND INTEREST			
566,205	565,005	6,325,480	TOTAL DEBT SERVICE		-	-	-
400,000	-	1,250	041-9500-000.81-59	TO UTILITY REVENUE BOND			
400,000	-	-	041-9500-000.81-53	TO WATER DEPT CAP RESERVE FUND	-	-	-
400,000	-	1,250	TOTAL OPERATING TRANSFERS OUT		-	-	-
566,205	565,005	6,326,730	TOTAL WATER REVENUE BOND EXPENSES		-	-	-
400,000	-	-	WATER REVENUE BOND - REVENUES LESS EXPENSES		-	-	-

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget**

FFCO 2008 BOND FUND

Issue Date: 02/20/08; Principal Payment Due: 05/27; Interest Payments Due: 12/01 & 05/27;

Final Payment Due 06/01/2023

FY15/16 Actual	FY16/17 Actual	FY17/18 Budget	Account Number	Account Description	FY18/19 Proposed Budget	FY18/19 Approved Budget	FY18/19 Adopted Budget
FFCO 2008 DEBT SVC FUND 043							
REVENUES							
-	-	-	043-0000-300.00-00	BEGINNING BALANCE	-	-	-
-	-	-	043-0000-361.00-00	INTEREST REVENUES	-	-	-
123,916	124,408	124,735	043-0000-363.80-00	STATE OFFICE BLDG INCOME	124,899	124,899	124,899
59,538	59,774	59,931	043-0000-391.05-00	FROM STREET FUND	60,010	60,010	60,010
59,538	59,774	59,932	043-0000-391.51-00	FROM WATER UTILITY FUND	60,010	60,010	60,010
59,538	59,774	59,932	043-0000-391.55-00	FROM WASTEWATER UTILITY FUND	60,011	60,011	60,011
302,530	303,730	304,530	TOTAL FFCO 2008 DEBT SVC FUND REVENUES		304,930	304,930	304,930
EXPENDITURES							
220,000	230,000	240,000	043-4300-000.79-50	PRINCIPAL PMTS	250,000	250,000	250,000
82,530	73,730	64,530	043-4300-000.79-60	INTEREST PMTS	54,930	54,930	54,930
302,530	303,730	304,530	TOTAL DEBT SERVICE		304,930	304,930	304,930
302,530	303,730	304,530	TOTAL FFCO 2008 DEBT SVC FUND EXPENSES		304,930	304,930	304,930
-	-	-	FFCO 2008 DEBT SVC FUND - REVENUES LESS EXPENSES		-	-	-

2009 FFCO BOND FUND

Issue Date: 10/15/09; Principal Payment Due: 06/01; Interest Payment Due: 12/01 & 06/01;
Final Payment Due 06/01/2029

FY15/16 Actual	FY16/17 Actual	FY17/18 Budget	Account Number	Account Description	FY18/19 Proposed Budget	FY18/19 Approved Budget	FY18/19 Adopted Budget
2009 FFCO DEBT SERVICE FUND 044							
REVENUES							
-	1	-	044-0000-300.00-00	BEGINNING BALANCE	-	-	-
803,788	801,587	803,788	044-0000-332.50-00	FROM URBAN RENEWAL	800,538	800,538	800,538
-	-	-	044-0000-361.00-00	INTEREST REVENUES	-	-	-
102,723	104,167	105,466	044-0000-391.36-00	FROM SPECIAL ASSESSMENT FUND	102,398	102,398	102,398
32,581	33,039	33,451	044-0000-391.53-00	FROM WA CAPITAL RESERVE FUND	32,478	32,478	32,478
6,971	7,069	7,158	044-0000-391.56-00	FROM SW SPECIAL RESERVE FUND	6,949	6,949	6,949
946,063	945,863	949,863	TOTAL FFCO 2009 DEBT SVC FUND REVENUES		942,363	942,363	942,363
EXPENDITURES							
505,000	525,000	550,000	044-4300-000.79-50	PRINCIPAL PMTS	570,000	570,000	570,000
441,063	420,863	399,863	044-4300-000.79-60	INTEREST PMTS	372,363	372,363	372,363
946,063	945,863	949,863	TOTAL DEBT SERVICE		942,363	942,363	942,363
946,063	945,863	949,863	TOTAL 2009 FFCO DEBT SVC FUND EXPENSES		942,363	942,363	942,363
1	0	-	2009 FFCO DEBT SVC FUND - REVENUES LESS EXPENSES		-	-	-

**City of The Dalles, Oregon
Fiscal Year 2018-19 Budget**

WASTEWATER UTILITY REVENUE BOND 058

Issue Date: 05/01/03; Bond was refinanced and paid off on 02/01/2018 to the Utility Revenue Bond 59

FY15/16 Actual	FY16/17 Actual	FY17/18 Budget	Account Number	Account Description	FY18/19 Proposed Budget	FY18/19 Approved Budget	FY18/19 Adopted Budget
WASTEWATER UTILITY REVENUE BOND 058							
REVENUES							
225,118	226,522	228,618	058-0000-300.00-00	BEGINNING BALANCE			
1,404	2,510	2,312	058-0000-361.00-00	INTEREST REVENUES			
552,385	551,845	2,549,319	058-0000-391.57-00	WASTEWATER CONST			
778,907	780,876	2,780,249	TOTAL WASTEWATER PLANT DEBT SVC FUND REVENUES		-	-	-
EXPENDITURES							
420,000	435,000	2,455,000	058-5800-000.79-15	BOND PRINCIPAL			
132,385	116,845	93,070	058-5800-000.79-25	BOND INTEREST			
552,385	551,845	2,548,070	TOTAL DEBT SERVICE		-	-	-
		232,179	058-9500-000.81-59	TO UTILITY REVENUE BOND			
		232,179	TOTAL OPERATING TRANSFERS OUT				
-	-	-	058-9500-000.88-10	RATE STABILIZATION ACCT			
-	-	-	TOTAL RESERVE		-	-	-
552,385	551,845	2,780,249	TOTAL WASTEWATER PLANT DEBT SVC FUND EXPENSES		-	-	-
226,522	229,031	-	WASTEWATER PLANT DEBT SVC FUND - REVENUES LESS EXPENSES		-	-	-

UTILITY REVENUE BOND 059

Issue Date: 02/01/2018; Principal Payment Due: 06/01; Interest Payment Due: 12/01 & 06/01;
Final Payment Due 06/01/2032

FY15/16 Actual	FY16/17 Actual	FY17/18 Budget	Account Number	Account Description	FY18/19 Proposed Budget	FY18/19 Approved Budget	FY18/19 Adopted Budget
UTILITY REVENUE BOND 059							
REVENUES							
-	-	-	059-0000-300.00-00	BEGINNING BALANCE			
-	-	-	059-0000-361.00-00	INTEREST REVENUES			
-	-	1,250	059-0000-391.41-00	TRANSFER FROM WATER REV BOND			
-	-	463,041	059-0000-391.53-00	WATER FUND	505,174	505,174	505,174
		505,158	059-0000-391.57-00	WASTEWATER FUND	837,216	837,216	837,216
		1,250	059-0000-391.58-00	TRANSFER IN FROM WASTERWATER REV			
		12,189,570	059-0000-393.10-00	BOND PROCEEDS			
		13,160,269	TOTAL UTILITY REVENUE DEBT SVC FUND REVENUES		1,342,390	1,342,390	1,342,390
EXPENDITURES							
-	-	77,720	059-5900-000.31-10	COST OF ISSUANCE			
-	-	859,711	059-5900-000.79-50	BOND PRINCIPAL	1,039,883	1,039,883	1,039,883
-	-	108,487	059-5900-000.79-60	BOND INTEREST	302,507	302,507	302,507
		1,045,918	TOTAL DEBT SERVICE		1,342,390	1,342,390	1,342,390
		6,149,877	059-9500-000.81-41	TRANSFER TO WATER DEBT			
		3,500,000	059-9500-000.81-57	TO SW PLANT CONSTC FUND			
		2,464,474	059-9500-000.81-58	TRANSFER TO WASTEWATER REV			
-	-	12,114,351	TOTAL OPERATING TRANSFERS OUT		-	-	-
-	-	13,160,269	TOTAL UTILITY REVENUE DEBT SVC FUND EXPENSES		1,342,390	1,342,390	1,342,390
		-	UTILITY REVENUE DEBT SVC FUND - REVENUES LESS EXPENSES		-	-	-

City of The Dalles, Oregon
SUMMARY OF PROPERTY TAX LEVIES FOR FY 18/19

General Fund	
2018 Estimated Assessed Value	1,094,144,137
Permanent Rate	x <u>\$ 0.0030155</u>
Estimated taxes	\$ 3,299,392
Less Compression	\$ 171,085
Less Appeal Reserves	\$ -
Less uncollectible in year levied	<u>\$ 230,958</u>
General Fund taxes to Balance Budget	\$ 2,897,349
<hr/>	
Total Levies	\$ 3,299,392
Estimated Taxes Not to be Received	<u>\$ 402,043</u>
Total Taxes to Balance Budget	<u><u>\$ 2,897,349</u></u>

City of The Dalles, Oregon
ALL INTERFUND TRANSFERS FOR 18/19

Appendix C

		Transferred From:												
Transferred To:	General Fund	Library Fund	Street Fund	Special Grants Fund	Special Assessments Fund	Capital Projects Fund	Water Fund	Water Reserve Fund	Wastewater Fund	Sewer Reserve Fund	Sewer Plant Recon/Debt	Airport Fund	State Office Building	Total Transfers In
General Fund		80,391	197,427	4,000	10,000		442,622		334,914					1,069,354
Library Fund														-
Street Fund	-						169,062		152,299					321,361
Unemployment Fund	-	-	-				-							-
Special Grants Fund	48,000													48,000
State Office Building Fund						9,310								9,310
Capital Projects Fund														-
PW Reserve Fund			45,800				-		265,785					311,585
Trans Sys Reserve Fund			-											-
Water Capital Reserve Fund							1,900,000							1,900,000
Water Bond Debt Svc Fund								-						-
Sewer Special Reserve Fund									548,000					548,000
Sewer Plant Construction Fund									800,000	-				800,000
Sewer Bond Debt Svc Fund														-
FFCO 2008 Debt Service Fund			60,010				60,010		60,011				124,899	304,930
2009 FFCO Debt Service Fund					102,398			32,478		6,949				141,825
Airport Fund	65,000													65,000
Airport Debt Service Fund														-
Utility Revenue Bond								505,174			837,216			1,342,390
Total Transfers Out:	113,000	80,391	303,237	4,000	112,398	9,310	2,571,694	537,652	2,161,009	6,949	837,216	-	124,899	6,861,755

City of The Dalles, Oregon
WAGE RANGES AND BUDGETED SALARIES FOR FY 18/19

GENERAL FUND SALARIES		Salary Range		Budgeted Salaries
		Low	High	
Administration				
	City Manager	-	-	123,585
	Assistant to City Manager	4,679	5,754	61,353
				184,938
City Clerk				
	City Clerk	6,671	8,205	87,475
				87,475
Legal and Judicial				
	City Attorney	-	-	112,385
	Administrative Secretary	3,186	3,918	47,022
	Municipal Court Clerk	3,353	4,004	48,043
	Municipal Court Judge (2 PT)	-	-	30,300
				-
				237,750
Finance				
	Director	6,671	8,205	87,475
	Finance Specialist	4,543	5,587	56,989
	Internal Control Specialist	4,543	5,587	60,758
	Account Clerk II	3,353	4,004	42,478
	Account Clerk II	3,353	4,004	31,823
				279,523
Personnel				
	HR Director	6,671	8,205	85,777
	Safety Officer	4,587	5,642	58,410
				144,187
Planning Development				
	Director	6,671	8,205	98,454
	Senior Planner	5,113	6,288	75,457
	Planner	3,804	4,679	52,924
	Planning Tech	3,413	4,198	34,655
	Department Secretary	2,988	3,568	37,026
				298,516
Police				
	Chief	6,871	8,451	101,408
	Captain	6,104	7,508	97,166
	Sergeant (4)	5,587	6,871	332,506
	Patrol Officers (17)	4,619	5,515	1,123,133
	Administrative Secretary	3,186	3,919	47,022
	Department Secretary (1 FT = 1 PT)	3,221	3,846	46,114
	Part Time Secretarial			2,000
	Evidence Clerk (PT)	19.81\hr	24.36/hr	14,200
	Holiday accrual pay off			-
	Field Training officer pay			122,970
	Standby time			8,000
	Secretarial (PT)	-	-	-
	Holiday Parking Patrol (PT)	-	-	2,611
	Background Check Officer (PT)	-	-	4,080
	Language Incentive	-	-	3,000
	Maintenance Worker (2) (Equip Operator wage range)	3,640	4,346	5,165
				1,909,375
IT				
	Information Technology Manager	5,266	6,477	77,720
				77,720
City Hall				
	Maintenance Worker (2) (Equip Operator wage range)	3,640	4,346	41,316
				41,316
Codes Enforcement				
	Code Enforcement Officer	3,093	3,804	45,653
	Planning Tech	3,413	4,198	11,552
				57,205
Dog Control Department				
	Dog Control Officer (PT)	3,093	3,804	30,650

City of The Dalles, Oregon
WAGE RANGES AND BUDGETED SALARIES FOR FY 18/19
CONTINUED

LIBRARY FUND		Salary Range		Budgeted
		Low	High	Salaries
	Director	6,671	8,205	90,325
	Assistant Library Director	3,380	4,157	44,766
	Technical Assistant II (5)	3,187	3,805	217,688
	Technical Assitant I (2 FT + 2 PT)	2,780	3,319	127,371
	Maintenance Worker (2) (Equip Operator wage range)	3,640	4,346	15,494
	Intern			20,000
	Library Page (2 PT)	9.94/hr	12.33/hr	18,768
				534,412
SPECIAL REVENUE FUND				
State Office Building				
	Maintenance Worker (2) (Equip Operator wage range)	3,640	4,346	41,316
				41,316
	(1) Position divided 40% City Hall, 5% Police, 40% SOB, 15% Library			
	(2) Certification pay included			
PUBLIC WORKS FUNDS				
		Salary Range		Budgeted
		Low	High	Salaries
	Director	6,871	8,451	101,408
	Public Works Engineer	6,105	7,508	90,099
	Project Engineer (2)	5,266	6,477	155,442
	Utilities Supervisor (2)	5,266	6,477	155,442
	Transportation Supervisor	5,266	6,477	73,992
	Regulatory Comp Supervisor	5,266	6,477	72,014
	Administrative Assistant	3,186	3,919	47,022
	Department Secretary	2,988	3,568	38,422
	Development inspector			67,043
	Acct Clerk II	3,353	4,004	48,763
	Equipment Operator (6)	3,640	4,346	315,736
	Water Quality Manager	5,587	6,871	82,454
	Bio Lab Technician	4,031	4,814	58,924
	Lead Certified Operator (5)	-	-	18,200
	Certified Operator (20)	4,192	5,005	1,179,310
	Certified Mechanic	3,639	4,346	105,133
	Maintenance Worker	3,283	3,920	45,268
	Watershed			26,000
	Part-Time	-	-	64,140
				2,744,812

RESOLUTION NO. 18-015

A RESOLUTION ADOPTING THE FISCAL YEAR 2018-2019 BUDGET FOR THE CITY OF THE DALLES, MAKING APPROPRIATIONS, AUTHORIZING EXPENDITURES, LEVYING TAXES, AND AUTHORIZING THE CITY MANAGER TO TAKE SUCH ACTION AS NECESSARY TO CARRY OUT THE ADOPTED BUDGET

WHEREAS, the City Budget Committee reviewed and acted on the proposed City budget, and, on April 30, 2018, approved and recommended a balanced budget to the City Council; and

WHEREAS, in accordance with State Law, the City held a Public Hearing on the approved budget on June 11, 2018; and

WHEREAS, the City Council has amended the budget previously approved by the Budget Committee, as permitted by ORS 294.435; and

WHEREAS, the City Council wishes to adopt the approved budget with amendments and carry out the programs identified in the budget;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL AS FOLLOWS:

Section 1. Clerical Changes. The City Council hereby authorizes City staff to make the necessary clerical changes to the amended budget.

Section 2. Adoption of the Budget. The City Council of the City of The Dalles, Oregon, hereby adopts the budget for Fiscal Year 2018-2019 in the total of \$63,408,070 now on file in the office of the City Finance Director.

Section 3. Setting Appropriations. The amounts for the Fiscal Year beginning July 1, 2018 and for the purposes shown are hereby appropriated as follows:

GENERAL FUND (001)	
City Council Department	249,976
City Clerk Department	147,310
City Manager	362,836
Legal / Judicial Department	490,628
Finance / Utility Billing Department	630,913
Personnel Department	233,915
Planning Department	722,431
Police Department	4,258,876
Technology Department	260,639
City Hall / Transportation Center Department	346,121

Code Enforcement Department	-
Animal Control Department	69,629
Special Payments	707,000
Interfund Transfers	113,000
Contingency	773,827
TOTAL GENERAL FUND (001) *	9,367,101
LIBRARY FUND (004)	
Library Department	1,490,048
Interfund Transfers	80,391
Contingency	217,346
TOTAL LIBRARY FUND (004) **	1,787,785
STREET FUND (005)	
Public Works Department	2,562,757
Interfund Transfers	303,237
Contingency	60,483
TOTAL STREET FUND (005)	2,926,477
PUBLIC WORKS RESERVE FUND (009)	
Public Works Department	706,872
TOTAL PUBLIC WORKS RESERVE FUND (009)	706,872
UNEMPLOYMENT RESERVE FUND (010)	
Personnel Services	85,322
TOTAL UNEMPLOYMENT RESERVE FUND (010)	85,322
COMMUNITY BENEVOLENCE FUND - VIETNAM MEMORIAL (011)	
Materials & Services	11,642
TOTAL COMMUNITY BENEVOLENCE FUND (011)	11,642
TRANSPORTATION SYSTEM RESERVE FUND	
Public Works Department	1,400,844
Interfund Transfers	-
TOTAL TRANSPORTATION SYSTEM RESERVE FUND (013)	1,400,844
SPECIAL GRANTS FUND (018)	
Materials & Services	82,500
Capital Outlay	4,679,530
Interfund Transfers	4,000
TOTAL SPECIAL GRANTS FUND (018)	4,766,030
STATE OFFICE BUILDING FUND (021)	
State Office Building Department	252,865
Contingency	101,354
TOTAL STATE OFFICE BUILDING FUND (021)	354,219

SPECIAL ASSESSMENTS FUND (036)		
	Materials & Services	26,800
	Capital Outlay	424,532
	Interfund Transfers	112,398
	TOTAL SPECIAL ASSESSMENTS FUND (036)	563,730
CAPITAL PROJECTS FUND (037)		
	Materials & Services	6,500
	Capital Outlay	325,481
	Debt Service	15,150
	Interfund Transfers	9,310
	TOTAL CAPITAL PROJECTS FUND (037)	356,441
WATER REVENUE BOND FUND (041)		
	Public Works Department	
	Debt Service	-
	TOTAL WATER REVENUE BOND FUND (041)	-
FFCO 2008 BOND FUND (043)		
	Debt Service	304,930
	TOTAL FFCO 2008 BOND FUND (043)	304,930
2009 FFCO BOND FUND (044)		
	Debt Service	942,363
	TOTAL 2009 FFCO BOND FUND (044)	942,363
WATER FUND (51)		
	Public Works Department	3,732,259
	Interfund Transfers	2,571,694
	Contingency	77,857
	TOTAL WATER FUND (051)	6,381,810
WATER CAPITAL RESERVE FUND (053)		
	Public Works Department	16,912,818
	Debt Service	238,379
	Interfund Transfers	537,652
	Contingency	-
	TOTAL WATER CAPITAL RESERVE FUND (053)	17,688,849
WASTEWATER FUND (055)		
	Public Works Department	3,527,251
	Interfund Transfers	2,161,009
	Contingency	135,092
	TOTAL WASTEWATER FUND (055)	5,823,352

SEWER CAPITAL RESERVE FUND (056)		
Public Works Department		1,697,426
Interfund Transfers		6,949
	TOTAL SEWER CAPITAL RESERVE FUND (056)	1,704,375
SEWER PLANT CONSTRUCTION FUND (057)		
Public Works Department		3,002,655
Interfund Transfers		940,380
	TOTAL SEWER PLAN CONSTRUCTION FUND (057)	3,943,035
SEWER DEBT SERVICE FUND (058)		
Public Works Department		-
Debt Service		-
Contingency		-
	TOTAL SEWER DEBT SERVICE FUND (058)	-
UTILITY REVENUE BOND (059)		
Public Works Department		
Debt Service		1,342,390
	TOTAL UTILITY REVENUE BOND (059)	1,342,390
AIRPORT FUND (061)		
Airport Department		534,943
Contingency		411,823
Interfund Transfers		-
	TOTAL AIRPORT FUND (061)	946,766
AIRPORT DEBT SERVICE FUND (062)		
Airport Department		-
Debt Service		238,056
	TOTAL AIRPORT DEBT SERVICE FUND (062)	238,056
	TOTAL ALL FUNDS	61,642,389
* An Unappropriated Ending Fund Balance has been set for the General Fund in the amount of:		948,688
** An Unappropriated Ending Fund Balance has been set for the Library Fund in the amount of:		816,993
	TOTAL ADOPTED BUDGET	63,408,070

Section 4. Authority of City Manager. The City Council hereby authorizes the City Manager to take such action as is necessary and consistent with State Statutes and City Ordinances, including, but not limited to, entering into contracts to carry out the programs, projects and services identified in the adopted budget.

Section 5. Imposing and Categorizing the Tax. The City Council of the City of The Dalles, Oregon, hereby imposes the taxes provided for in this adopted budget in the General Fund at the rate of \$3.0155 per \$1,000 of assessed value for operations, and that these taxes are hereby imposed and categorized for tax year 2018-2019 upon the assessed value of all taxable property within the City of The Dalles as of 12:01 AM, July 1, 2018.

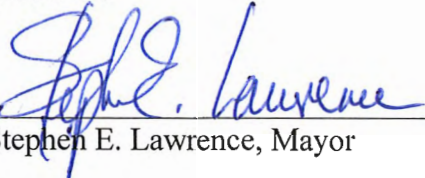
	Subject to General Government Limitation	Excluded from Limitation
TOTAL TAX IMPOSED	\$ 3.0155 per 1,000 of assessed value	0

Section 6. Certifying the Tax Levy. The City Finance Director shall certify to the County Clerk and County Assessor, the tax levy made by this Resolution, and shall file with them and to the State of Oregon, copies of the budget as finally adopted.

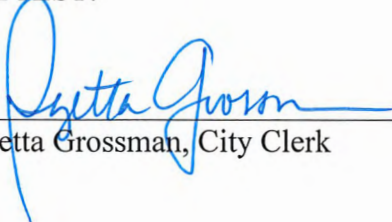
PASSED AND ADOPTED THIS 11th DAY OF JUNE, 2018.

Voting Yes, Councilors: Miller, Brown, Long, Curfiss, McGlothlin, Elliott
 Voting No, Councilors: _____
 Absent, Councilors: _____
 Abstaining, Councilors: _____

AND APPROVED BY THE MAYOR THIS 11th DAY OF JUNE, 2018.

SIGNED:


 Stephen E. Lawrence, Mayor

ATTEST:


 Izetta Grossman, City Clerk