

City of The Dalles, Oregon

Adopted Budget

Fiscal Year 2016-17



**Lewis and Clark Fountain
Dedication Ceremony July 4, 2016
The Dalles Festival Park**

CITY OF THE DALLES

ADOPTED BUDGET

Fiscal Year 2016 – 2017

City of The Dalles Budget Committee

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Steve Lawrence, Mayor

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City Attorney
Finance Director
Public Works Director
City Clerk
Planning Director
Library Director
Police Chief

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**CITY OF THE DALLES
FY16/17 BUDGET**

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City of The Dalles, Oregon
FISCAL YEAR 2016-17
BUDGET MESSAGE

The format of this budget document follows the pattern of previous years. We acknowledge the work of our Finance Director Kate Mast, 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 Council's Work Plan and goals as related to the budget
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 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 15-004) to equal four months of net operating expenses for the General Operating Fund
- Maintain General Fund Contingency at least at 10% (BIP 15-004)
- Five year Capital Improvement Plans in the General, Street, Water and Wastewater/Storm Sewer Funds (BIP 16-008 and 16-009)
- In-house engineering services for construction projects unless specialized engineering is needed
- Emphasis on maintenance and capital improvements that enhance current assets and Public Works infrastructure
- Implement a three (3) year moratorium starting with FY15/16 on street construction projects and focus resources on preventive maintenance projects (BIP 16-001) (Council Goal A-1)
- 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), and
- c) Additional funds transferred from the General Fund as identified through a thorough review of revenue opportunities and potential savings in General Fund activities (Council approved on April 27, 2015)

- Administrative transfers used only as charges for services provided by receiving fund (BIP 16-007)
- Public Works capital projects that involve construction contracts are to be budgeted in Public Works Capital Funds
- Water (BIP 15-014) and Wastewater (BIP 15-013) rate increases to implement Master Plan system improvements

B. **City Council Goals:** Following the Budget Message is the City Council's 18 month Work Plan and goals. City Council has identified 27 goals under five (6) value statements. Budget Issue Paper (BIP 16-010) identifies where the budget is the resource to pursue each goal.

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 third year of a three-year contract in FY16/17. They are scheduled to receive a 2% COLA on July 1, 2016. The City's insurance premium payment increase is capped at 8% in FY16/17 for SEIU employees.
2. **Police Union Employees.** The current Police Association contract that was effective July 1, 2013, expires on June 30, 2016. A 2% COLA increase on July 1, 2016 is included in the proposed budget, along with a cap of 8% 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, 2016. Also included is a cap on the maximum the City will pay towards insurance premium increases of 8% for FY16/17.
4. **Contract Employees.** The City has two full time contract employees: the City Attorney and City Manager. A 2% COLA has been included in the proposed budget, although salaries will not be set until after annual performance evaluations in April or May.

SECTION II.

GENERAL FUND

A. **General Fund Resources:** General Fund budgeted resources have decreased \$74,555 (1.03%) to the level of \$7,166,026. The beginning fund balance of \$1,970,731 reflects a decrease of \$60,518 over the current year actual of \$2,031,249. Below is a list of major variances.

1. Property Taxes. We have budgeted for a 3% increase in assessed value with a 93% collection rate in FY 2016-17. Property taxes are 37.9% of General Fund Revenues. This is a slight decrease over last year's 39.3%.
2. Franchise Fees (excluding PUD): This area is estimated at a 2.2% decrease. We believe that some of these items were slightly over budgeted in the current year.
3. Transient Room Taxes: We are estimating that Transient Room Tax collection will be \$15,374 (1.9%) over last year's budget. We believe this item was over budgeted in the current year due to the potential of a new motel.
4. PUD Fees: A decrease of \$186,402 (18.5%) is estimated this year over last year's budget, due to anticipated industrial growth that did not occur.
5. Court Fines: We anticipate a 4.5% decrease based on recent trends.

B. **Expenditures**: The following chart summarizes the General Fund budget difference by category. Revised BIP 16-002 summarizes the differences by department. The General Fund operating costs (Personnel and Materials & Services) budget are proposed to decrease about -7.3%.

Breakdown	Current FY15/16	FY16/17 Request	\$ Difference	% Difference
General Fund Totals	9,167,391	9,136,757	(30,634)	-0.3%
General Fund Breakdown	Current FY15/16	FY16/17 Request	\$ Difference	% Difference
Personnel Services	4,925,848	5,060,829	134,981	2.7%
Materials & Services	2,007,899	1,807,179	(200,720)	-10.0%
Capital Outlay	146,000	103,000	(43,000)	-29.5%
Charges for Services	241,530	302,530	61,000	25.3%
Operating Transfers Out	254,947	230,111	(24,836)	-9.7%
Contributions to Agencies	286,000	286,000	-	0.0%
Contingency/Unappropriated	1,305,167	1,347,108	41,941	3.2%
Total	9,167,391	9,136,757	(30,634)	-0.334%

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 \$91,950. However, several of the contributions that have been consistent for several years were moved into the budgets of other departments of the General Fund. (BIP 16-003)
2. Economic Development: This Division had a large increase at 46.8%. BIP 15-015 (Council Goal D-2) describes the plan for this Department this year. The proposed budget

includes the Contract Business Recruiter for a third year. Support to Main Street has increased and includes a RARE position (\$25,000) to do curation of the community's historic assets (BIP 015).

3. Personnel: A Personnel Category has been added to this Department with the intention of creating a new position for a Human Resource Director. (BIP 16-018)
4. Police: The Police Department budget is proposed to only increase by 3.9%. Police services cost 39.7% of the General Fund expenditures, and exceed property tax revenue by \$916,985.
5. Utility Billing Division: This division shows an overall increase of 10.1% resulting in increased contractual services for utility billing mailing services that we hope to use with the new software. This new expense is more than offset by the savings in the Technology budget Contractual Services due to the conversion to new software.
6. Technology: The Technology Dept budget shows a decrease of \$83,352, due in part to a reduction in maintenance costs resulting from the conversion to new software.
7. Transfer to Street Fund: We are transferring \$150,000 to the Street Fund for the second year to help fund our Streets Preventive Maintenance Program (Goal A-1).

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 16-009):
 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**: Local Fuel tax is expected to decrease by \$8,814 compared to last year's budget and the State Shared Gas Tax is expected to increase by \$1,567. About \$81,000 from the Northwest Natural franchise fees is being placed in this fund for the third year. We are transferring \$150,000 from the General Fund for the second year. Council Goal A-1 continues the Street Preventive Maintenance Program. (BIP 16-001) Fund 005 includes \$35,000 for crack seal material and \$655,120 for chip seals, overlays, and inlay, all by City crews. Fund 013, the Transportation System Reserve Fund, includes \$61,417 for the purchase of materials to complete the planned chip seals of County Roads inside the City Limits (the remainder of \$250,000 budgeted and unspent in 2015/16), \$143,898 for a project to complete concrete repairs to the 6th Street Bridge as identified by ODOT, \$169,458 for the future Scenic Drive Stabilization Phase 2 project, and \$708,096 in Transportation SDCs for capacity-enhancing projects.

- C. **Water Fund:** We have not budgeted for a water rate increase to be effective November 1, 2016, although 5% increases are planned for each of the following five years. We will review this rate plan in October of each year. 41% of the year's user fees are being transferred to pay for Master Plan Capital Improvements (BIP 16-014). We are budgeting \$48,000 to replace 10% a year of our old water meters for the third year in a row. The transfer to the General Fund for services received has been increased by \$13,525. (BIP 16-007).
- F. **Water Capital Reserve Fund:** Revenues for this fund include \$4,000,000 from an OWRD Grant for the Dog River Pipeline project, a private contribution of \$1,500,000 for the Port Water Main, and a private contribution of \$1,600,000 for the Lone Pine Well Enhancement project. We are budgeting monies in this fund for completion of specific water projects (BIP 16-009 and 16-014). \$836,424 is budgeted for debt payments for the 2007 Revenue Bond, the 2008 FFCO Bond, and ARRA loans (BIP 16-011); this is 14.7% of our projected user fees.
- G. **Wastewater/Storm Sewer Fund:** The Wastewater Facilities Capital Improvement Plan was updated in FY12/13, resulting in the adoption of Resolution No. 13-003 that increased the sewer rates as of March 1, 2013. The resolution provides for sewer rate increases of 3.44% every March 1st from 2014 through 2022. We have not included this rate increase in the proposed budget for FY16/17. 45.5% of the fees raised by those rates are being used for debt retirement (12.0%) and system improvements (33.5%). The transfer to the General Fund for services received has increased by \$11,500 (BIP 16-007).
- H. **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 16-009). Dedicated storm water system fees are budgeted in this fund. We will have \$901,665 available for mainline storm water projects and \$1,235,121 for sewer line projects.
- I. **Sewer Treatment Plant Construction:** This fund included \$3,901,000 in new money, including \$831,000 in Renewable Power Generation Grants, and \$4,940,532 in reserve money, set aside in prior years for Master Plan capital improvements. The schedule of projects to be funded with these monies is being updated with an amendment to the Wastewater Facilities master Plan being completed as part of the Wastewater Treatment Plant Upgrade Phase 1. This year we are budgeting \$8,289,687 to continue work under a design-build contract for the Wastewater Treatment Plant Upgrade Phase I, which is planned to include the installation of electrical power generation systems that will be fueled by methane gas (BIP 15-13). \$551,845 is budgeted for debt payment for the revenue bond issued in 2003 (BIP 16-011).

SECTION IV.

OTHER FUNDS

- A. **Library:** The Library Fund has been totally dependent for operating funds on the Library District for the past four years. The District will contribute \$1,197,393 in taxes to the City in FY16/17. The District will be paying the General Fund \$86,133 for administrative services, (BIP 16-007).
- B. **Capital Projects Fund:** This fund will be receiving approximately \$101,761 this year from the lease with the State for the State Office Building (BIP 16-020). \$17,611 will be used to pay off the 10-year loan from The Port of The Dalles for the Airport Well. The remaining funds

will be available for projects at the discretion of the City. This fund also has approximately \$134,684 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 (\$204,838);
2. \$16,000 is budgeted for City Hall and Police Building HVAC replacement.
3. \$9,310 is budgeted to return to the State Office Building Fund to pay for the costs that are not reimbursed by the State, including the public phone and insurance premiums.

C. **Special Grants Fund:** The Special Grants Fund (BIP 16-012) includes the following projects:

1. Potential SHPO grants in the amount of \$7,000 that will be used for historical cemetery maintenance. Some of these funds will pay costs directly and about \$3,000 will be transferred to the General Fund to pay for the cost of Planning Department Personnel time spent on this project.
2. The Housing/Land Needs Assessment project (\$55,000) is funded by a \$30,000 grant and a \$25,000 match that was transferred to this fund in FY15/16.
3. Washington Street/Federal Plaza Project (\$4,537,049).
4. Completion of the Gorge HUB project (\$69,900) may be funded by a Connect Oregon III grant, but we won't know until August.
5. Granada Block Project (\$620,331).
6. 1st Street Parking Structure (\$5,170,800) – Depending on the Granada Block development, the City Council will determine if they wish to pursue this project. Funding for this 226 parking space facility includes \$1,450,800 from the Granada developers and an estimated \$3.72 million loan, to be repaid with room tax from the new hotel. However, these revenues have not yet been collected, so if the Council determines not to proceed, we will not apply for the loan and not do the project.
7. WiFi Phase VI (\$43,200) – the funds for this project are from a private grant and were received in FY15/16, so will be provided for FY16/17 via a portion of the Beginning Fund Balance.

SECTION V.

SUMMARY

Page 1 of this budget is an Overview Summary of all funds. The total City Budget of \$72,238,290 represents a 15% increase over last year's \$62,712,787 (as amended).

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 COUNCIL WORKPLAN
Fiscal Year 2016-17

City of The Dalles MISSION STATEMENT

“By working together, we will provide services that enhance the vitality of The Dalles”

Value Statements:

- A.** Provide City-wide infrastructure to support safe and well maintained streets and reliable utility systems for the citizens of The Dalles.
- B.** Work and partner with governmental agencies and non-profits to improve coordination of services and open communication.
- C.** Promote economic development opportunities which will provide jobs and enhance community livability.
- D.** Maintain a balanced budget that will provide for sustained City operations and capital improvements, while assuring an adequate contingency fund.
- E.** Encourage civic responsibility and promote health and public safety through programs, partnerships, plans and policies.
- F.** Provide transparent and efficient administration of City government.

Fiscal Year 2016-17 Prioritized Goals by Vision:

A. Infrastructure:

1. Develop street construction projects and focus resources on prevention maintenance projects (ie: patching, crack sealing, chip sealing) through fiscal year 2017-18.
2. Identify and support opportunities for federal and state transportation funding available to local governments.
3. Initiate design work and pursue grant/loan financing for the Dog River waterline replacement and the Crow Creek Dam increasing capacity proposals; and then implement an approved plan.
4. Complete Phase I improvements of the Wastewater Master Plan.
5. Complete Transportation System Plan (TSP) update.
6. Construct 18 inch industrial flow waterline loop.
7. Complete enhancement to Lone Pine Well.

B. Work with partners:

1. Identify and pursue opportunities to assist the community in enhancing the K through community college education system and improve school facilities, including Columbia Gorge Education and Workforce Collaborative with focus on skilled workforce to meet community needs.
2. Work through Community Outreach Team to ask State and Federal Legislative assistance to proceed with process to define minor/major boundary amendments for expansion of the Urban Growth Boundary.
3. Move toward use of renewable energy technique for all city-owned properties
4. Investigate opportunities to partner with or share services with Wasco County.
5. Support Regional Solutions Team, Mid Columbia Housing Authority, and Mid-Columbia Economic Development District to support and promote an attainable housing program.
6. Expand on-going relationship with the four tribes with area interest at Tribunal Council/City Council level, with focus on substandard housing.
7. Participate in Oregon Historic Highway Celebration.
8. Support partnership effort to complete development of Mill Creek Greenway project.

C. Economic Development:

1. Continue, in partnership with Main Street, programs and activities to fill empty downtown store fronts and strengthen its economic vitality.
2. Support completion of financing for Civic Auditorium's Theatre renovation.
3. Continue pursuit of local Bike Hubs as part of the Columbia Gorge Bike Trail.
4. Pursue grant application funding for Curation of the Community's Historic Assets.
5. Work with community partners to expand RV Parking capacity in the area.
6. Complete study regarding Gitchell Building with recommendation regarding whether it should be demolished, stabilized, or rehabilitated.
7. Develop a plan for open space/park near the Veteran's Office.
8. Explore downtown parking needs.

D. Balanced Budget:

1. During fiscal year 2016-17 budget process consider level and type of resources to make available to economic development with emphasis on manufacturing jobs and revitalization of the downtown, and then implement that plan.
2. Continue to work toward getting Workers Comp experience rating factor down to a .9; develop an incentive based employee safety program.

E. Civic Responsibility and Public Safety:

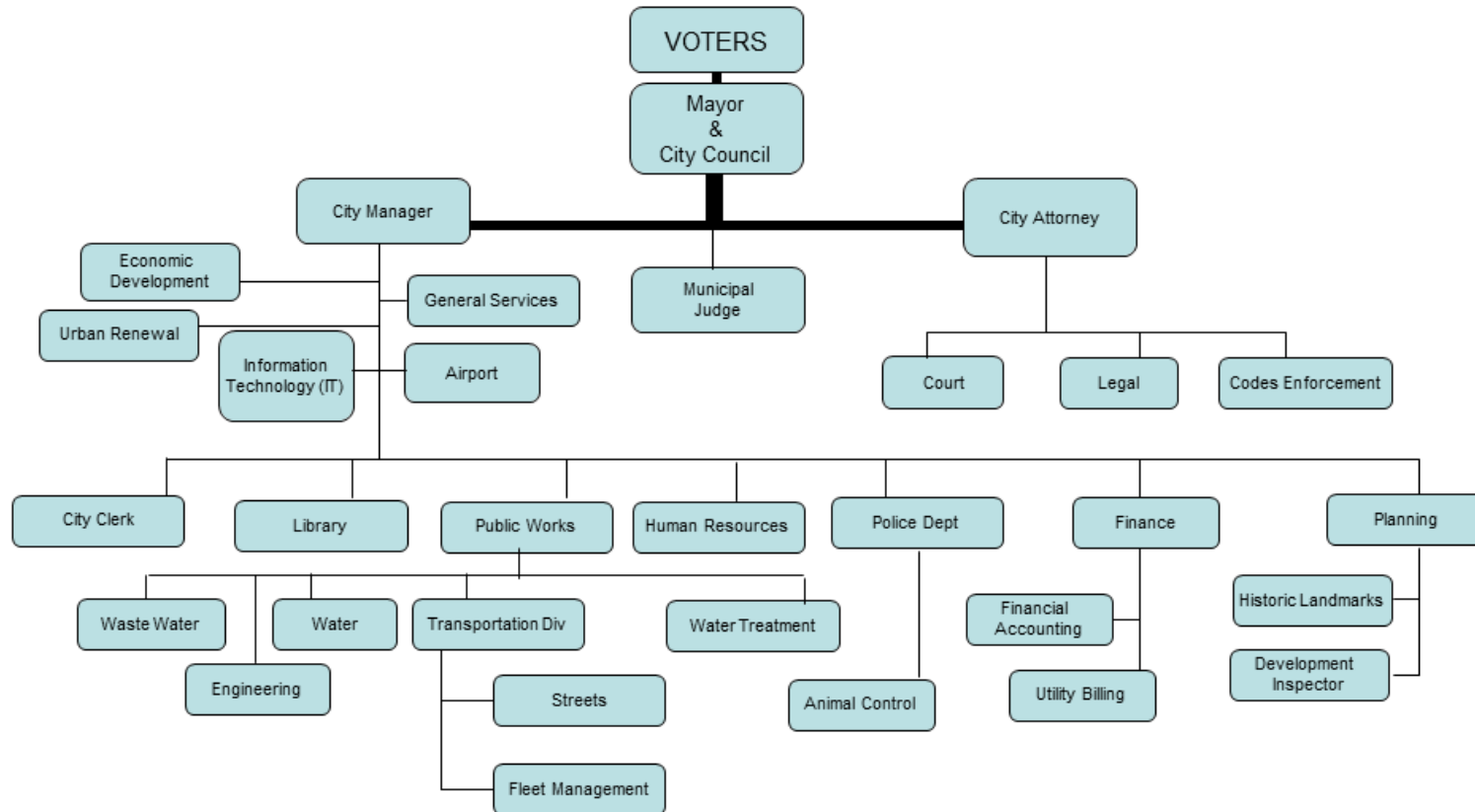
1. Develop and implement plan to improve the City's image from the freeway, including Cherry Growers, West side and Sunshine Mill.

F. Transparent Efficient Government:

1. Develop/publish State of The City annual report to mail and present at civic groups.

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget**

City of The Dalles – Organizational Flow Chart



**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget**

OVERVIEW SUMMARY OF ALL FUNDS

REVENUE/ COST CENTERS	GENERAL FUND	LIBRARY FUND	PUBLIC WORKS	AIRPORT SERVICES	CAPITAL IMPRV	SPECIAL REVENUE	DEBT SERVICE	FY16/17 BUDGET
BEGINNING BALANCE	1,947,731	1,034,125	14,419,045	1,947,025	541,748	3,553,623	315,330	23,758,627
REVENUES	6,160,609	1,218,124	13,221,291	2,609,263	177,730	2,127,244	1,076,791	26,591,052
OTHER SOURCES	1,101,917	-	14,144,516	65,000	-	5,210,230	1,440,448	21,962,111
	-	-	-	-	-	-	-	-
TOTAL RESOURCES	9,210,257	2,252,249	41,784,852	4,621,288	719,478	10,891,097	2,832,569	72,311,790
CITY COUNCIL	320,520							320,520
CITY CLERK	120,892							120,892
CITY MGR/ECONOMIC DVLPMNT	452,972							452,972
LEGAL AND JUDICIAL	463,698							463,698
FINANCE/UTILITY BILLING	562,030							562,030
PERSONNEL	120,320							120,320
COMMUNITY DEV	510,167							510,167
POLICE	3,615,610							3,615,610
TECHNOLOGY	259,024							259,024
CITY HALL/TRANS CNTR	330,331							330,331
CODES ENFORCEMENT	91,376							91,376
ANIMAL CONTROL	80,491							80,491
LIBRARY		1,469,079						1,469,079
STREET			2,107,514					2,107,514
WATER UTILITY SERVICES			3,406,532					3,406,532
WASTE WATER UTILITY SERV			3,130,247					3,130,247
TRANSPORTATION SYS RSRV			1,082,869					1,082,869
PUBLIC WORKS RESERVE			453,500					453,500
WATER DEPT CAP RESERVE			12,201,938					12,201,938
SEWER SPECIAL RESERVE			2,286,786					2,286,786
SEWER PLANT CONST			8,289,687					8,289,687
AIRPORT SERVICES				4,237,046				4,237,046
SPECIAL ASSESSMENTS					373,552			373,552
CAPITAL PROJECTS					204,838			204,838
FAA GRANT IMPROVEMENT FUND					-			-
UNEMPLOYMENT RESERVE FUND						113,511		113,511
COMMUNITY BENEVOLENCE FUND						14,714		14,714
SPECIAL GRANTS FUND						10,497,280		10,497,280
STATE OFFICE BLDG FUND						207,769		207,769
DEBT SERVICE			238,380		17,611		2,605,101	2,861,092
TOTAL EXPENDITURES	6,927,431	1,469,079	33,197,453	4,237,046	596,001	10,833,274	2,605,101	59,865,385
SPECIAL PA YMENTS	588,530	-	-	-	-	-	-	588,530
TRANSERS OUT	230,111	88,565	8,415,158	-	123,477	3,000	-	8,860,311
CONTINGENCY	692,255	76,449	172,241	384,242	-	54,823	227,468	1,607,478
UNAPP ENDING FUND BAL	771,930	618,156	-	-	-	-	-	1,390,086
TOTAL OTHER USES	2,282,826	783,170	8,587,399	384,242	123,477	57,823	227,468	12,446,405
TOTALS	9,210,257	2,252,249	41,784,852	4,621,288	719,478	10,891,097	2,832,569	72,311,790

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget**

GENERAL FUND SUMMARY

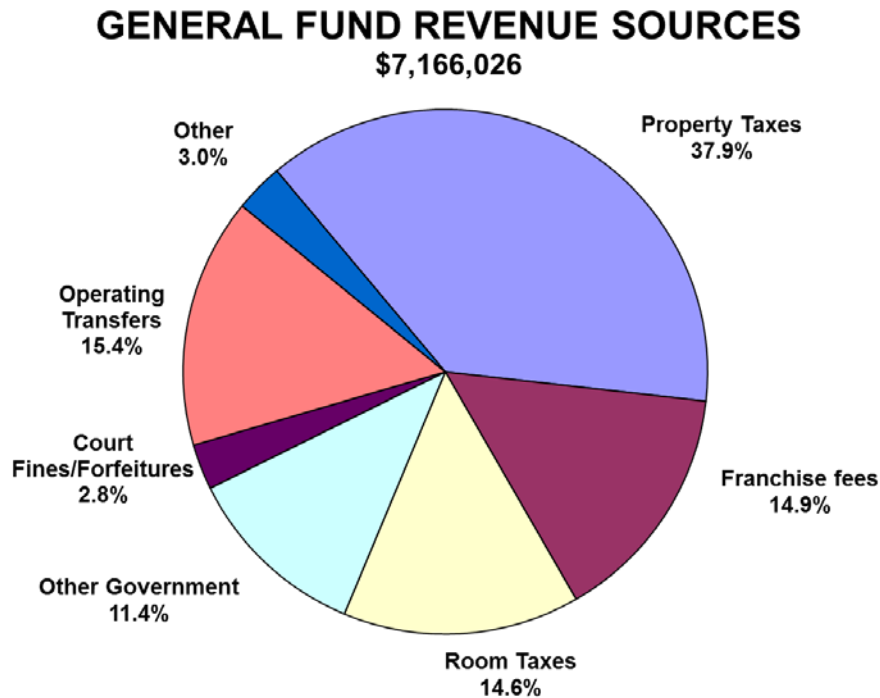
FY13/14	FY14/15	FY15/16		FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Revenue/Cost Centers	Proposed	Approved	Adopted
				Budget	Budget	Budget
1,573,179	1,800,815	1,926,810	BEGINNING BALANCE	1,970,731	1,947,731	1,947,731
5,338,822	5,651,692	6,073,806	REVENUES	6,064,109	6,064,109	6,160,609
1,157,568	1,242,420	1,166,775	OTHER SOURCES	1,101,917	1,101,917	1,101,917
8,069,569	8,694,927	9,167,391	TOTAL RESOURCES	9,136,757	9,113,757	9,210,257
216,566	187,509	379,168	CITY COUNCIL	247,020	270,020	320,520
137,172	138,472	145,635	CITY CLERK	122,408	120,892	120,892
297,724	294,365	335,307	CITY MANAGER	194,552	193,036	193,036
63,580	127,035	185,917	ECONOMIC DEVELOPMENT	272,844	259,936	259,936
476,450	459,803	504,999	LEGAL AND JUDICIAL	466,730	463,698	463,698
475,199	478,985	546,874	FINANCE & UTILITY BILLING	578,207	562,030	562,030
2,791	6,293	36,900	PERSONNEL	122,893	120,320	120,320
434,710	444,606	493,818	COMMUNITY DEVELOPMENT	515,772	510,167	510,167
3,106,526	3,268,512	3,498,022	POLICE	3,632,966	3,584,681	3,615,610
221,286	221,496	340,997	TECHNOLOGY DEPARTMENT	257,645	257,645	259,024
271,990	284,509	442,292	GENERAL SERVICES DEPT	386,967	330,331	330,331
74,135	79,153	91,134	CODES ENFORCEMENT	91,376	91,376	91,376
55,624	65,232	78,684	ANIMAL CONTROL	81,628	80,491	80,491
5,833,753	6,055,969	7,079,747	TOTAL EXPENDITURES	6,971,008	6,844,623	6,927,431
366,143	542,709	527,530	SPECIAL PAYMENTS	588,530	588,530	588,530
68,930	65,000	254,947	TRANSFER OUT	230,111	230,111	230,111
-	-	417,862	CONTINGENCY	617,870	692,255	692,255
-	-	887,305	UNAPPROPRIATED ENDING BAL	729,238	758,238	771,930
435,073	607,709	2,087,644	TOTAL OTHER USES	2,165,749	2,269,134	2,282,826
6,268,826	6,663,678	9,167,391	TOTAL EXPENDS & OTHER USES	9,136,757	9,113,757	9,210,257
1,800,743	2,031,249	-	FUND TOTAL	-	-	-

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget**

GENERAL FUND RESOURCES

General Fund resources consist of Beginning Fund Balance, Revenues and Other Financing Sources. The FY16/17 proposed Beginning Fund Balance is \$1,970,731, which is \$60,518 less than the actual for FY15/16. \$1,347,108 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 is approximately \$265,211 short of that standard.

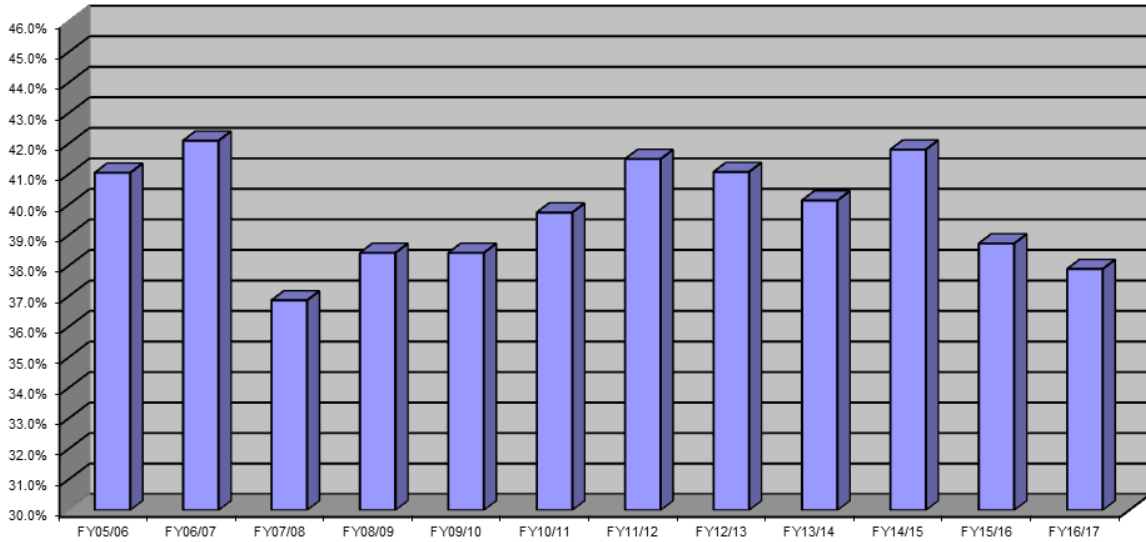
The Revenues proposed General Fund budget (\$7,166,026) includes *Property Taxes* (\$2,715,981), which account for 37.9% of this total. The *Operating Transfers In* (1,101,917) is the next largest revenue group and is 15.4% of total new revenues. The *Franchise Fees* (\$1,064,707) are at 14.9%, and *Transient Room Taxes* (\$1,048,496) are at 14.6% (Parks & Rec tax is at 25% of the total Transient Room Taxes). *Court Fines & Fees* (\$202,412) are at 2.8%, *Other Government* revenues (\$817,299) are 11.4%, and *Other* revenues (\$215,214) are at 2.4%, 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, a 3% increase in value over the assessed value of 2015 was used. 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 \$305,882 (9.8%).

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

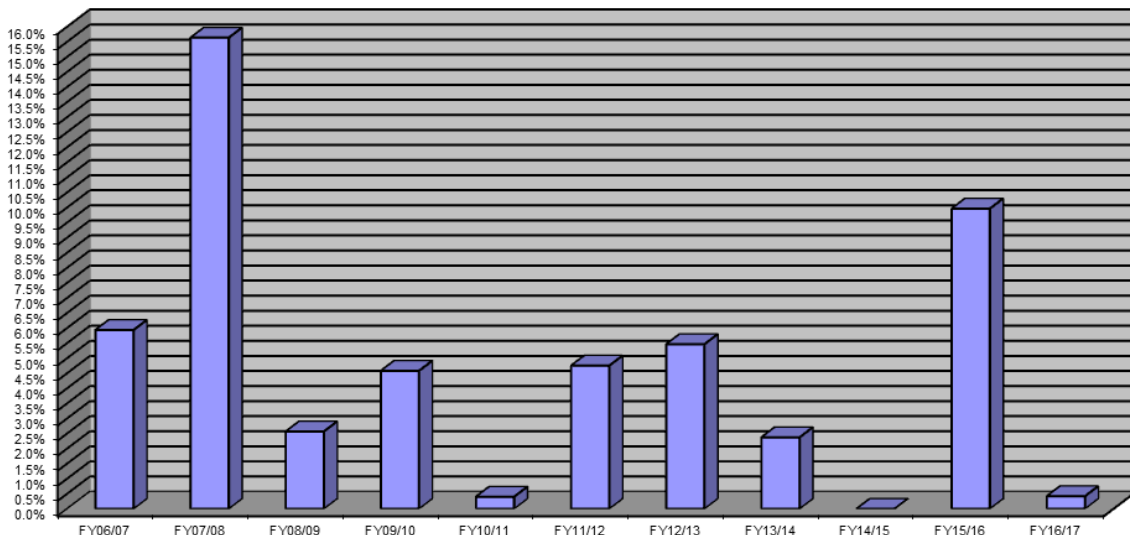
General Fund Property Taxes as a Percent of General Fund Revenues



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 FY16/17 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 0.4% for FY16/17. 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).



When we also exclude Transfers In New Revenue sources only increased \$94,742 (1.6%). Significant revenue sources that decreased in the proposed budget include property taxes and PUD fees, which were over-estimated in the FY15/16 budget.

GENERAL FUND REVENUES

FY13/14	FY14/15	FY15/16	Account Number	Account Description	FY16/17 Proposed Budget	FY16/17 Approved Budget	FY16/17 Adopted Budget
1,573,179	1,800,815	1,926,810	001-0000-300.00-00	BEGINNING BALANCE	1,970,731	1,947,731	1,947,731
2,542,100	2,623,895	2,640,720	001-0000-311.10-00	PROPERTY TAXES-CURR	2,585,456	2,585,456	2,585,456
98,699	136,697	123,565	001-0000-311.15-00	PROPERTY TAXES-PRIOR	130,500	130,500	130,500
18	37	30	001-0000-311.19-00	UNSEGREGATED TAX INT	25	25	25
51,003	45,958	41,023	001-0000-318.10-00	SPRINT	36,921	36,921	36,921
2,354	2,484	1,800	001-0000-318.15-00	ELECTRIC LIGHT WAVE	1,700	1,700	1,700
85,313	-	-	001-0000-318.20-00	NORTHWEST NATURAL	-	-	-
92,275	99,477	97,480	001-0000-318.30-00	CHARTER COMMUNICATIONS	101,379	101,379	101,379
74,806	94,129	88,803	001-0000-318.40-00	THE DALLES DISPOSAL	84,147	84,147	84,147
589,919	699,538	777,870	001-0000-319.10-00	TRANSIENT ROOM TAX	762,496	762,496	762,496
136,135	233,179	286,000	001-0000-319.20-00	TRANSIENT ROOM TAX-PARKS	286,000	286,000	286,000
2,716	2,415	2,000	001-0000-320.10-00	LOCAL LIQUOR LICENSES	2,500	2,500	2,500
4,140	4,145	3,000	001-0000-320.20-00	BUILDING PERMITS	6,000	6,000	6,000
2,595	1,845	2,200	001-0000-320.30-00	SIGN PERMITS	2,000	2,000	2,000
3,794	4,120	3,250	001-0000-320.90-00	OTHER LICENSES	3,250	3,250	3,250
10,487	10,403	11,193	001-0000-330.00-00	WASCO CO - PLANNING SHARE	11,585	11,585	11,585
-	4,929	-	001-0000-331.00-00	FEDERAL REVENUES (Police Grant)	-	-	-
143,570	148,611	140,790	001-0000-334.10-00	STATE REV SHARING	161,110	161,110	161,110
19,432	19,302	13,126	001-0000-335.60-00	STATE CIGARETTE TAX	17,231	17,231	17,231
202,249	191,735	181,035	001-0000-335.70-00	STATE LIQUOR TAXES	215,173	215,173	215,173
49,831	61,961	88,794	001-0000-337.10-00	URBAN RENEWAL	88,882	88,882	88,882
755,238	773,185	1,006,662	001-0000-337.60-00	PUD INTERGOVT	820,260	820,260	820,260
17,272	18,645	19,442	001-0000-337.80-00	QLIFE ROW FEES	20,300	20,300	20,300
1,692	2,287	2,000	001-0000-341.80-00	COPIES, PLANS, ORDS ETC	2,000	2,000	2,000
9,530	17,542	9,989	001-0000-341.90-00	MISC SALES AND SRVCS	20,200	20,200	116,700
6,195	3,640	3,000	001-0000-343.01-00	PLANNING FEES	5,000	5,000	5,000
224,528	214,285	206,823	001-0000-351.10-00	COURT FINES/FORFEITURES	197,712	197,712	197,712
4,900	8,300	5,067	001-0000-351.15-00	TOWING FINES & FEES	4,700	4,700	4,700
7,485	8,015	6,700	001-0000-361.00-00	INTEREST REVENUES	8,500	8,500	8,500
9,864	10,564	9,814	001-0000-363.50-00	PROPERTY RENTALS	6,882	6,882	6,882
15,909	24,643	20,000	001-0000-366.00-00	QLIFE ADMIN SERVICES	7,200	7,200	7,200
119,773	97,697	156,630	001-0000-369.00-00	OTHER MISC REVENUES	70,000	70,000	70,000
55,000	88,030	125,000	001-0000-369.10-00	ENTERPRISE ZONE PAYMENTS	405,000	405,000	405,000
36,432	36,942	70,957	001-0000-391.04-00	TRNSFR FROM LIBRARY FUND	86,133	86,133	86,133
146,328	149,945	175,497	001-0000-391.05-00	TRNSFR FROM STREET FUND	175,938	175,938	175,938
3,500	50,770	3,500	001-0000-391.18-00	TRNSFR FROM SPECIAL GRANTS FUND	3,000	3,000	3,000
10,000	10,000	10,000	001-0000-391.36-00	TRNSFR FROM SPCL ASSESSMENTS FUND	10,000	10,000	10,000
42,500	55,000	105,000	001-0000-391.37-00	TRNSFR FROM CAPITAL PROJECT FUND	-	-	-
518,590	530,021	469,066	001-0000-391.51-00	TRNSFR FROM WATER UTILITY FUND	482,591	482,591	482,591
400,218	407,242	332,755	001-0000-391.55-00	TRNSFR FROM WASTEWATER UTILITY	344,255	344,255	344,255
-	2,500	-	001-0000-392.00-00	SALE OF FIXED ASSETS	-	-	-
8,069,569	8,694,927	9,167,391		TOTAL GENERAL FUND REVENUES	9,136,757	9,113,757	9,210,257

City of The Dalles, Oregon
Fiscal Year 2016-17 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.

In addition to regular meetings, the City Council meets at least annually to establish, review, and update goals for the City. The Council's Work Plan and Goals for FY16/17 start on page VII.

2016-2017 Goals, Projects and Highlights

- The City Council has revised its goals for Fiscal Year 2016-17. These goals are included in the Council's 18 month 2016-17 Work Plan, starting on page VII.

2015-2016 Accomplishments/Comments

- Continued Business Recruitment Program to encourage economic development downtown.
- Completed first year of a 3 year street maintenance program.
- Moved forward with Phase I improvements to Wastewater Treatment Plant, including a renewable energy component.
- Successfully negotiated third Enterprise Zone for Design LLC.
- Completed Bike Plan as a portion of the Transportation System Plan.
- Implemented safety plan to reduce worker's compensation premiums.
- Completed website modernization project
- Developed Council policy to address political issues

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.

2016-17 Budget Detail

\$22,000 has been allocated in the City Council's Travel budget to allow for Council attendance at the annual League of Oregon Cities (LOC) Conference and other official meetings (\$3,500). This item also includes \$12,000 for City representatives on the Community Outreach Team (including the City Manager) to participate in the official lobbying trips to Washington D.C., and \$6,500 for City Council meals and functions.

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

1. LOC	\$ 9,700
2. MCCEDD	\$ 6,200
3. MCCOG	\$ 13,620
4. Oregon Mayors Association	\$ 130
5. Chamber of Commerce	\$ 600
6. Other-Miscellaneous	\$ 100

TOTAL **\$30,350**

Miscellaneous Expenses (\$5,000) includes gifts for dignitaries and \$2,000 for the Washington, D.C. books.

The Council's Contractual Services includes several programs in which the City is involved with other community partners as listed below (BIP 16-003):

Service	Partner	FY14/15 Budget	FY15/16 Budget	FY16/17 Budget	Funding Source
Upgrades to Museum	Ft Dalles Museum *	15,000	17,500	5,000	TRT
LINK	MCCOG Transportation	10,000	10,000	10,000	TRT
Sister City Program	Local Non-Profit Association	1,500	2,500	5,000	TRT
War Memorial	Veterans & Civic Organizations	2,000	2,000	2,000	TRT
4th of July Celebration	Veterans & Civic Organizations	-	20,000	25,000	TRT
Six Rivers Mediation Services	Six Rivers Mediation Services	4,000	4,000	-	
Substance Abuse Prevention	Youth Think	13,000	13,000	10,600	TRT
Juvenile Work Crew	Wasco County	13,650	13,650	**	TRT
Main Street Manager	Main Street Program	25,000	25,000	***	TRT
Senior Center Support	The Dalles Senior Center	5,000	5,000	-	
Youth Shelter	Youth Empowerment Shelter	-	20,000	-	
Wasco County EOC	Wasco Co./Mid-Columbia F&R	9,000	9,000	**	TRT
Cruise the Gorge Equipment	Rotary Club	-	-	1,500	NRR
Expand Leaders Program	Columbia Gorge Earth Center	-	-	3,500	NRR
Banner / POP	The Dalles Farmers Market	-	-	2,100	NRR
Fort Dalles Rodeo - 50th (2015)	Fort Dalles Rodeo Association	-	10,000	-	
Underwrite Summer Concerts	Local Concert Promotors	-	5,000	50,500	CTS
	Total	98,150	156,650	115,200	****
* Fort Dalles Museum Support (\$17,500) moved to Planning Dept Contractual Services Dept (001-1100-417.31-10)					
** Juvenile Work Crew costs (\$13,650) for graffiti removal and the City's share of Emergency Operations Center (\$9,000) moved to Police Dept Contractual Services (001-1300-421.31-10)					
*** Support for the Main Street Manager (\$25,000) moved to the Economic Development Department Contractual Services Dept (001-0350-417.31-10)					
**** NRR = Non-Recurring Revenue - also see BIP 16-005 Uses of Transient Room Taxes - CTS = Concert Ticket Sales					

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget
GENERAL FUND – CITY COUNCIL**

FY13/14	FY14/15	FY15/16		Account	FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
118,765	99,585	156,650	001-0100-000.31-10	CONTRACTUAL SERVICES	64,700	64,700	115,200
11,657	-	15,000	001-0100-000.31-60	LABOR NEGOTIATIONS	15,000	15,000	15,000
34,700	33,625	44,460	001-0100-000.32-10	AUDITING SERVICES	34,625	34,625	34,625
-	-	2,000	001-0100-000.39-00	OTHER CONTRACTUAL SVCS	2,000	2,000	2,000
16,050	22,085	23,500	001-0100-000.58-10	TRAVEL, FOOD & LODGING	22,000	22,000	22,000
180	615	1,000	001-0100-000.58-50	TRAINING AND CONFERENCES	900	900	900
-	-	500	001-0100-000.58-60	WORKSHOPS	500	500	500
29,438	29,879	31,000	001-0100-000.58-70	MEMBERSHIPS/DUES/SUBSCRIP	30,350	30,350	30,350
175	182	500	001-0100-000.60-10	OFFICE SUPPLIES	500	500	500
-	-	99,558	001-0100-000.60-50	SAFETY SUPPLIES/EQUIP	71,445	94,445	94,445
3,104	1,538	5,000	001-0100-000.69-50	MISCELLANEOUS EXPENSES	5,000	5,000	5,000
2,496	-	-	001-0100-000.69-80	ASSETS < \$5000	-	-	-
216,566	187,509	379,168		TOTAL MATERIALS & SERVICES	247,020	270,020	320,520
216,566	187,509	379,168		TOTAL CITY COUNCIL DEPARTMENT	247,020	270,020	320,520

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget**

Fund:	General (001)		
Department:	City Clerk (0200)	Number of Employees:	1
Program:	Administration (410)		

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.

In 2005, duties to supervise the Buildings Maintenance and Codes Enforcement programs were added to this department. This category is now also referred to as General Services. In 2008 fiscal year, administration of personnel services was added to the General Services Department. Codes Enforcement program was moved to Legal Department.

Some major administrative services performed by the department include: Clerk of the City Council, Records Manager, Elections Officer, analyst to the City Manager, personnel administration, Information Officer, supervise buildings maintenance, interpretation of public records and meetings law and parliamentary procedures.

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.

2016-17 Goals, Projects and Highlights

- Assist with ship scheduling and mooring at Commercial Dock facility and park events.
- Begin training to achieve Certified Municipal Clerk certificate.
- Assist in developing job descriptions for Police Chief, Human Resources Director, Planning Director

2015-16 Accomplishments/Comments

- Continued supervision of the City’s Buildings Maintenance Department and coordination of improvement projects for City owned facilities.
- Performed Human Resources functions.
- Coordinate/schedule all activities at Commercial Dock and Lewis & Clark Festival Park.
- Taught Parliamentary Procedure classes in various regions of the State

City of The Dalles, Oregon
Fiscal Year 2016-17 Budget
GENERAL FUND – CITY CLERK

FY13/14	FY14/15	FY15/16		Account	FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
90,956	92,775	94,631	001-0200-000.11-00	REGULAR SALARIES	77,698	77,698	77,698
16,696	15,045	16,275	001-0200-000.21-10	MEDICAL INSURANCE	19,079	17,563	17,563
510	510	596	001-0200-000.21-20	L-T DISABILITY INSURANCE	489	489	489
51	48	50	001-0200-000.21-30	LIFE INSURANCE	50	50	50
279	280	355	001-0200-000.21-40	WORKERS COMP INSURANCE	252	252	252
6,817	6,934	7,239	001-0200-000.22-00	FICA	5,944	5,944	5,944
12,279	12,525	12,775	001-0200-000.23-00	RETIREMENT CONTRIBUTIONS	10,489	10,489	10,489
5,247	4,996	5,459	001-0200-000.28-00	VEBA CONTRIBUTIONS	2,092	2,092	2,092
-	60	60	001-0200-000.29-00	OTHER EMPLOYEE BENEFITS	-	-	-
132,837	133,173	137,440		TOTAL PERSONNEL SERVICE	116,093	114,577	114,577
1.0	1.0	1.0		Total Full-Time Equivalent (FTE)	1.0	1.0	1.0
27	27	30	001-0200-000.31-10	CONTRACTUAL SERVICES	30	30	30
499	499	550	001-0200-000.43-40	OFFICE EQUIPMENT	550	550	550
39	33	100	001-0200-000.53-20	POSTAGE	100	100	100
1,024	1,009	1,285	001-0200-000.53-30	TELEPHONE	1,285	1,285	1,285
1,439	1,958	2,280	001-0200-000.58-10	TRAVEL, FOOD & LODGING	2,200	2,200	2,200
457	930	1,100	001-0200-000.58-50	TRAINING AND CONFERENCES	1,000	1,000	1,000
195	300	350	001-0200-000.58-70	MEMBERSHIPS/DUES/SUBS	250	250	250
655	484	600	001-0200-000.60-10	OFFICE SUPPLIES	600	600	600
-	-	100	001-0200-000.64-10	BOOKS AND PERIODICALS	100	100	100
-	59	200	001-0200-000.69-50	MISCELLANEOUS EXPENSES	200	200	200
-	-	1,600	001-0200-000.69-80	ASSETS < \$5000	-	-	-
4,335	5,299	8,195		TOTAL MATERIALS AND SERVICES	6,315	6,315	6,315
137,172	138,472	145,635		TOTAL CITY CLERK DEPARTMENT	122,408	120,892	120,892

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget**

Fund:	General (001)	
Department:	City Manager (0300)	Number of Employees: 1.0
Program:	Administration (410)	

Mission

Provide effective, efficient 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 direction 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.

2016-17 Activities and Highlights

- The City Manager will be very involved in moving forward the City Council’s Work Plan for 2015-16. It includes 52 goals in six value areas. The City Council Work Plan is in the front section of the budget document.
- Filling key department manager positions, as several retire in the upcoming budget year.
- Implementation of a new Human Resources Department/Director
- Develop a plan to address downtown parking concerns and transportation.

2015-16 Accomplishments

- Continued work on Phase 1 improvements at the Wastewater Treatment Plant (WWTP).
- Work with Chamber of Commerce to strengthen tourism programs.
- Continued relations with governmental partners.
- Implemented program for improved staff relations and appreciation.
- 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.
- Improvements in employee safety programs and committees.
- Created work groups to investigate and resolve issues, such as food cart regulations and Mill Creek Tunnel flood mitigation.

Major Issues to be Resolved in the Next 5 Years

- The issues identified under the City Council Work Plan.
- Continue information flow to and communication with City Council.
- Funding strategies to maintain and replace the City's street and utility infrastructure.

Fiscal Year 2016-17 Budget GENERAL FUND – CITY MANAGER

FY13/14	FY14/15	FY15/16		Account	FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
188,510	184,594	215,286	001-0300-000.11-00	REGULAR SALARIES	112,200	112,200	112,200
158	-	-	001-0300-000.12-00	PARTTIME/TEMP SALARIES	-	-	-
-	-	-	001-0300-000.13-00	OVERTIME SALARIES	-	-	-
37,303	37,454	40,512	001-0300-000.21-10	MEDICAL INSURANCE	19,079	17,563	17,563
833	833	1,186	001-0300-000.21-20	L-T DISABILITY INSURANCE	707	707	707
98	89	99	001-0300-000.21-30	LIFE INSURANCE	50	50	50
731	727	1,075	001-0300-000.21-40	WORKERS COMP INSURANCE	563	563	563
13,408	12,699	14,404	001-0300-000.22-00	FICA	8,583	8,583	8,583
24,432	24,920	25,419	001-0300-000.23-00	RETIREMENT CONTRIBUTIONS	19,074	19,074	19,074
9,043	9,223	9,408	001-0300-000.28-00	VEBA CONTRIBUTIONS	7,768	7,768	7,768
-	-	-	001-0300-000.29-00	OTHER EMPLOYEE BENEFITS	-	-	-
274,514	270,539	307,389	TOTAL PERSONNEL SERVICE		168,024	166,508	166,508
2.0	2.0	2.0	Total Full-Time Equivalent (FTE)		1.0	1.0	1.0
54	54	54	001-0300-000.31-10	CONTRACTUAL SERVICES	54	54	54
6,686	7,051	7,000	001-0300-000.43-40	OFFICE EQUIPMENT	7,500	7,500	7,500
3,600	3,600	3,600	001-0300-000.43-53	VEHICLE ALLOWANCE	-	-	-
394	390	500	001-0300-000.53-20	POSTAGE	500	500	500
2,661	2,640	2,664	001-0300-000.53-30	TELEPHONE	1,464	1,464	1,464
1,356	2,753	5,000	001-0300-000.58-10	TRAVEL, FOOD & LODGING	3,600	3,600	3,600
688	760	800	001-0300-000.58-50	TRAINING AND CONFERENCES	1,000	1,000	1,000
1,988	1,424	2,100	001-0300-000.58-70	MEMBERSHIPS/DUES/SUBS	1,610	1,610	1,610
4,285	3,102	4,200	001-0300-000.60-10	OFFICE SUPPLIES	4,200	4,200	4,200
188	-	100	001-0300-000.64-10	BOOKS AND PERIODICALS	100	100	100
1,309	2,051	1,500	001-0300-000.69-50	MISCELLANEOUS EXPENSES	1,500	1,500	1,500
-	-	400	001-0300-000.69-80	ASSETS < \$5000	5,000	5,000	5,000
23,210	23,826	27,918	TOTAL MATERIALS AND SERVICES		26,528	26,528	26,528
297,724	294,365	335,307	SUB-TOTAL CITY MANAGER		194,552	193,036	193,036

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget**

Fund:	General (001) City Manager Dept	
Department:	Economic Development (0350)	Number of Employees: 1.5
Program:	Community Development (417)	

Mission

Improving the community's quality of life through economic development and job creation.

Description

The Economic Development Division of the City Manager's Department is responsible for the following:

- Business Recruitment
- The Columbia Gateway Urban Renewal District projects
 - Infrastructure Projects
 - Property owner and non-profit property improvement programs
- Other Projects:
 - Riverfront Trail
 - Enterprise Zone
 - Wasco County Economic Development Commission
 - Main Street Program
 - The Dalles Dam Tours
 - Tourism Projects

To meet these tasks we are proposing that the City Manager have the following tools available to him:

- A) Contract Economic Development Specialist (limit time)
- B) City Manager's Executive Secretary
- C) Planning Secretary assists with Urban Renewal
- D) MCEDD for Urban Renewal Property owner programs
- E) Main Street Executive Director
- F) Full time new Project Coordinator
- G) Business Recruitment Professional (Consultant)

Of these positions, the ones budgeted in this fund are the Project Coordinator, the Contract Economic Development Specialist, and the Business Recruitment Professional.

The City Manager's office is also involved in the Columbia Gorge Regional Airport which is also considered another economic development tool for the community.

2016-17 Goals, Projects, and Highlights

- Work in partnership with the Port of The Dalles to recruit job creating businesses. (Goal D-1)

- Completion of design and environmental and archeological work for the completion of the Riverfront Trail and implement final construction.
- Complete sale of Granada Block properties and commence redevelopment and Granada Theatre renovation.
- Commence construction of the Downtown Parking Structure associated with the redevelopment of the Granada Block, if that project proceeds.
- Review and re-evaluate the First Street Urban Renewal Treatment and Washington/Federal Street Plaza Project. (Goal C-7)
- Continue to work on strengthening the economic vitality of the downtown in partnership with Main Street Program and Rural Development Initiative on a Business retention and expansion program. (Goal C-1)
- Promote use of Vertical Housing Zone to create housing in downtown. (Goal C-7)
- Civic Auditorium Theater Restoration. (Goal C-2)
- 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.
- Complete local bike hubs.

2015-16 Accomplishments/Comments

- Continued disbursing a Grant to Civic Auditorium for auditorium restoration engineering and design work.
- Completion of Lewis & Clark Fountain by May 30, 2016.
- Completion of downtown way-finding kiosks.
- Completion of Library expansion.
- Provided grants for renovation of Craig's Building to house MCMC staff.

Major Issues to be Resolved in the Next 5 Years

- Completion of the Golf Course at the Columbia Gorge Regional Airport.
- Completion of the Granada Block redevelopment and Parking Lot Construction.
- Completion of the Riverfront Trail.
- Work with community partners to provide infrastructure and an environment that will allow for the creation of additional family wage jobs in the community.

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget**

GENERAL FUND – ECONOMIC DEVELOPMENT

FY13/14	FY14/15	FY15/16		Account	FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
-	179	54,776	001-0350-000.11-00	REGULAR SALARIES	56,420	56,420	56,420
53,891	59,818	38,334	001-0350-000.12-00	PARTTIME/TEMP SALARIES (Durow/Interns)	38,400	38,400	38,400
-	-	13,109	001-0350-000.21-10	MEDICAL INSURANCE	15,028	14,120	14,120
-	-	345	001-0350-000.21-20	L-T DISABILITY INSURANCE	355	355	355
-	-	50	001-0350-000.21-30	LIFE INSURANCE	50	50	50
494	1,506	2,596	001-0350-000.21-40	WORKERS COMP INSURANCE	1,941	1,941	1,941
4,178	4,645	7,123	001-0350-000.22-00	FICA	7,254	7,254	7,254
-	-	-	001-0350-000.23-00	RETIREMENT CONTRIBUTIONS	7,617	7,617	7,617
-	-	-	001-0350-000.28-00	VEBA CONTRIBUTIONS	1,085	1,085	1,085
-	-	-	001-0350-000.29-00	OTHER EMPLOYEE BENEFITS	-	-	-
58,562	66,147	116,333	TOTAL PERSONNEL SERVICE		128,150	127,242	127,242
0.5	0.8	1.5	Total Full-Time Equivalent (FTE)		1.5	1.5	1.5
260	50,558	60,864	001-0350-000.31-10	CONTRACTUAL SERVICES	135,864	123,864	123,864
-	1,621	1,000	001-0350-000.43-45	JOINT USE OF LABOR / EQUIP	1,000	1,000	1,000
-	-	-	001-0350-000.53-46	POSTAGE	70	70	70
720	720	720	001-0350-000.53-20	TELEPHONE	720	720	720
470	1,015	500	001-0350-000.54-00	ADVERTISING	500	500	500
939	5,559	4,500	001-0350-000.58-10	TRAVEL, FOOD & LODGING	4,500	4,500	4,500
100	355	800	001-0350-000.58-50	TRAINING AND CONFERENCES	800	800	800
-	655	200	001-0350-000.58-70	MEMBERSHIP/DUES/SUBSCRIPTIONS	240	240	240
-	72	200	001-0350-000.60-10	OFFICE SUPPLIES	200	200	200
-	-	200	001-0350-000.60-80	SUPPLIES - CLOTHING	200	200	200
50	333	600	001-0350-000.60-85	SPECIAL SUPPLIES	600	600	600
490	-	-	001-0350-000.69-50	MISCELLANEOUS EXPENSES	-	-	-
1,989	-	-	001-0350-000.69-80	ASSETS < \$5000	-	-	-
5,018	60,888	69,584	TOTAL MATERIALS AND SERVICES		144,694	132,694	132,694
63,580	127,035	185,917	SUB-TOTAL ECONOMIC DEVELOPMENT		272,844	259,936	259,936
361,304	421,400	521,224	TOTAL CITY MANAGER & ECONOMIC DEVELOPMENT DE		467,396	452,972	452,972

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget**

Fund:	General (001)	
Department:	Legal/Judicial (07)	Number of Employees: 3.75
Program:	Legal/Judicial (412)	Legal: 2.0 Judicial: 1.25 + Judge

Mission

The Legal Department's mission is to provide legal services to City Council, staff members, commissions, agencies, and citizens, when appropriate, in a prompt and efficient manner.

The Municipal Court's mission is to dispense justice fairly and equitable within its jurisdiction over a variety of violations and misdemeanor offenses. The Court's jurisdiction is comparable to the jurisdiction exercised by a justice of the peace.

Description:

The Legal Department provides services to all departments and personnel of the City, various agencies and commissions of the City, City Council members, and the general public. These services include performing legal research and providing opinions, drafting resolutions and ordinances, supervising the prosecution of defendants in Municipal and Circuit Court, and representing the City in a variety of civil litigation, including administrative hearings and land use proceedings. These services also include attending meetings of the City Council and Planning Commission, and other City commissions when necessary, drafting a variety of legal documents, reviewing current legislation and court decisions, and investigating citizens' concerns and complaints.

2016-2017 Goals, Projects, and Highlights

- Complete negotiation of new franchise for Northwest Natural Gas Company.
- Assist with completion of documents to facilitate completion of the proposed mixed use development project for the property containing the former Tony's Building.
- Complete the process for adoption of time, place and manner regulations for recreational marijuana dispensaries and other business activities related to marijuana production and processing.

2015-2016 Accomplishments/Comments

- Completed the process for renewal of the franchise agreement with Charter Communications for a cable television system.
- Facilitated Municipal Court Task Force discussion analyzing the viability of the current Municipal Court system including the option of implementing a traffic court style.
- Assisted with review and preparation of the Third Enterprise Zone Tax Abatement Agreement and Development Agreement with Design LLC.

- Assisted with preparation of Redevelopment Agreements and Grant Assurance Agreements for several Urban Renewal façade improvement projects.

Major issues to be resolved in the next 5 years

- If the Municipal Court continues its operation under the current model, continue to monitor the relationship between the operating expenses for the Court and the revenue generated by the Court to ensure the Court is operating in a cost-efficient manner.

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget
GENERAL FUND – LEGAL**

FY13/14	FY14/15	FY15/16			FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Account Number	Account Description	Proposed Budget	Approved Budget	Adopted Budget
141,956	146,087	150,212	001-0700-000.11-00	REGULAR SALARIES	152,168	152,168	152,168
12,764	14,454	14,345	001-0700-000.12-00	PARTTIME/TEMP SALARIES	-	-	-
57	74	250	001-0700-000.13-00	OVERTIME SALARIES	250	250	250
22,687	22,780	24,597	001-0700-000.21-10	MEDICAL INSURANCE	28,053	26,537	26,537
819	842	1,037	001-0700-000.21-20	L-T DISABILITY INSURANCE	959	959	959
118	113	149	001-0700-000.21-30	LIFE INSURANCE	99	99	99
494	512	699	001-0700-000.21-40	WORKERS COMP INSURANCE	554	554	554
11,796	12,243	12,608	001-0700-000.22-00	FICA	11,641	11,641	11,641
20,887	21,673	22,215	001-0700-000.23-00	RETIREMENT CONTRIBUTIONS	20,543	20,543	20,543
3,164	3,227	5,760	001-0700-000.28-00	VEBA CONTRIBUTIONS	5,760	5,760	5,760
-	-	-	001-0700-000.29-00	OTHER EMPLOYEE BENEFITS	-	-	-
214,744	222,004	231,872		TOTAL PERSONNEL SERVICE	220,027	218,511	218,511
2.3	2.3	2.3		Total Full-Time Equivalent (FTE)	2.0	2.0	2.0
2,291	2,905	10,725	001-0700-000.31-10	CONTRACTUAL SERVICES	8,833	8,833	8,833
1,375	1,231	1,200	001-0700-000.32-20	SPECIAL LEGAL SERVICES	1,300	1,300	1,300
-	-	-	001-0700-000.43-40	OFFICE EQUIPMENT	-	-	-
618	1,243	1,000	001-0700-000.50-10	CRIME VICTIMS ASSISTANCE	1,000	1,000	1,000
270	361	250	001-0700-000.53-20	POSTAGE	250	250	250
2,649	2,636	2,700	001-0700-000.53-30	TELEPHONE	2,700	2,700	2,700
1,184	1,698	1,570	001-0700-000.58-10	TRAVEL, FOOD & LODGING	1,586	1,586	1,586
454	545	735	001-0700-000.58-50	TRAINING AND CONFERENCES	735	735	735
642	652	700	001-0700-000.58-70	MEMBERSHIPS/DUES/SUBS	700	700	700
1,019	1,224	1,100	001-0700-000.60-10	OFFICE SUPPLIES	1,100	1,100	1,100
22,364	21,329	20,000	001-0700-000.64-10	BOOKS AND PERIODICALS	21,000	21,000	21,000
75	60	-	001-0700-000.69-50	MISCELLANEOUS EXPENSES	60	60	60
-	1,948	-	001-0700-000.69-80	ASSETS < \$5000	1,800	1,800	1,800
32,941	35,832	39,980		TOTAL MATERIALS AND SERVICES	41,064	41,064	41,064
247,685	257,836	271,852		SUB-TOTAL LEGAL	261,091	259,575	259,575

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget
GENERAL FUND – JUDICIAL**

FY13/14	FY14/15	FY15/16		Account	FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
45,487	60,676	47,672	001-0750-000.11-00	REGULAR SALARIES	48,577	48,577	48,577
34,902	21,269	40,790	001-0750-000.12-00	PARTTIME/TEMP SALARIES	29,820	29,820	29,820
796	1,612	2,063	001-0750-000.13-00	OVERTIME SALARIES	2,102	2,102	2,102
14,985	15,046	16,275	001-0750-000.21-10	MEDICAL INSURANCE	19,079	17,563	17,563
323	352	369	001-0750-000.21-20	L-T DISABILITY INSURANCE	306	306	306
73	75	74	001-0750-000.21-30	LIFE INSURANCE	50	50	50
961	1,041	1,393	001-0750-000.21-40	WORKERS COMP INSURANCE	1,091	1,091	1,091
6,094	6,293	6,767	001-0750-000.22-00	FICA	5,997	5,997	5,997
7,221	7,329	7,593	001-0750-000.23-00	RETIREMENT CONTRIBUTIONS	6,234	6,234	6,234
820	837	1,283	001-0750-000.28-00	VEBA CONTRIBUTIONS	1,308	1,308	1,308
111,662	114,529	124,279		TOTAL PERSONNEL SERVICE	114,564	113,048	113,048
1.7	1.7	1.7		Total Full-Time Equivalent (FTE)	1.5	1.5	1.5
12,955	6,236	8,000	001-0750-000.31-10	CONTRACTUAL SERVICES	8,000	8,000	8,000
735	-	750	001-0750-000.31-30	PRISONER MEDICAL SVCS	750	750	750
180	180	600	001-0750-000.31-85	WITNESS/JURY FEES	600	600	600
40,050	39,191	39,900	001-0750-000.31-90	PROSECUTING ATTORNEY	40,000	40,000	40,000
54,426	32,083	52,195	001-0750-000.32-30	COURT APPT ATTORNEY FEES	35,000	35,000	35,000
2,375	1,630	2,000	001-0750-000.33-15	INTERPRETOR FEES	2,000	2,000	2,000
1,924	1,978	1,600	001-0750-000.53-20	POSTAGE	1,000	1,000	1,000
484	470	498	001-0750-000.53-30	TELEPHONE	400	400	400
747	774	800	001-0750-000.58-10	TRAVEL, FOOD & LODGING	800	800	800
355	390	550	001-0750-000.58-50	TRAINING AND CONFERENCES	550	550	550
190	525	325	001-0750-000.58-70	MEMBERSHIPS/DUES/SUBS	525	525	525
1,525	1,665	1,600	001-0750-000.60-10	OFFICE SUPPLIES	1,400	1,400	1,400
-	7	50	001-0750-000.64-10	BOOKS AND PERIODICALS	50	50	50
206	291	-	001-0750-000.69-50	MISCELLANEOUS EXPENSES	-	-	-
-	-	-	001-0750-000.69-70	CASH SHORT/LONG	-	-	-
949	2,017	-	001-0750-000.69-80	ASSETS < \$5000	-	-	-
117,102	87,438	108,868		TOTAL MATERIALS AND SERVICES	91,075	91,075	91,075
228,764	201,967	233,147		SUB-TOTAL JUDICIAL	205,639	204,123	204,123
476,450	459,803	504,999		TOTAL LEGAL & JUDICIAL DEPARTMENT	466,730	463,698	463,698

**City of The Dalles, Oregon
Fiscal Year 2016-17 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 QLife.

2016-17 Goals, Projects and Highlights

- Transition Court to new software compatible and integrated with the new Caselle software system the City implemented for all financial modules in FY15/16.
- Prepare the Department for a smooth transition to a new Finance Director when the current Finance Director retires.
- Continue to improve policies, processes and controls to increase compliance, efficiency, and security.
- Continue training and cross-training for all Department employees.

2015-16 Accomplishments/Comments

- Completed the acquisition and implementation of the Caselle integrated financial software system, and ADP services for payroll.
- 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 2015 Comprehensive Annual Financial Report (CAFR).

City of The Dalles, Oregon
Fiscal Year 2016-17 Budget
GENERAL FUND – FINANCE

FY13/14	FY14/15	FY15/16		Account	FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
				FINANCE			
187,124	192,897	197,752	001-0900-000.11-00	REGULAR SALARIES	198,703	198,703	198,703
273	174	523	001-0900-000.13-00	OVERTIME SALARIES	523	523	523
47,901	48,095	52,025	001-0900-000.21-10	MEDICAL INSURANCE	61,229	56,083	56,083
1,118	1,132	1,246	001-0900-000.21-20	L-T DISABILITY INSURANCE	1,252	1,252	1,252
148	137	149	001-0900-000.21-30	LIFE INSURANCE	149	149	149
640	646	775	001-0900-000.21-40	WORKERS COMP INSURANCE	661	661	661
13,796	14,164	15,168	001-0900-000.22-00	FICA	15,241	15,241	15,241
25,262	26,041	26,767	001-0900-000.23-00	RETIREMENT CONTRIBUTIONS	26,896	26,896	26,896
2,449	2,959	2,913	001-0900-000.28-00	VEBA CONTRIBUTIONS	3,990	3,990	3,990
60	180	120	001-0900-000.29-00	OTHER EMPLOYEE BENEFITS	180	180	180
278,770	286,425	297,438		TOTAL PERSONNEL SERVICE	308,824	303,678	303,678
3.0	3.0	3.0		Total Full-Time Equivalent (FTE)	3.0	3.0	3.0
7,788	8,834	9,768	001-0900-000.31-10	CONTRACTUAL SERVICES	9,768	9,768	9,768
-	5,300	20,250	001-0900-000.31-20	ACCOUNTING/ADVISORY SVCS	20,250	20,250	20,250
185	146	200	001-0900-000.34-50	SPECIAL STUDIES & REPORTS	200	200	200
286	342	500	001-0900-000.43-40	OFFICE EQUIPMENT	600	600	600
3,393	3,393	3,393	001-0900-000.44-20	RENTAL OF EQUIPMENT	3,393	3,393	3,393
2,546	2,808	3,200	001-0900-000.53-20	POSTAGE	3,200	3,200	3,200
2,385	2,475	2,520	001-0900-000.53-30	TELEPHONE	3,101	3,101	3,101
490	533	600	001-0900-000.53-40	LEGAL NOTICES	600	600	600
1,341	1,685	2,000	001-0900-000.55-00	PRINTING & BINDING	2,200	2,200	2,200
1,316	1,244	3,200	001-0900-000.58-10	TRAVEL, FOOD & LODGING	3,500	3,500	3,500
1,795	870	2,300	001-0900-000.58-50	TRAINING AND CONFERENCES	2,300	2,300	2,300
1,399	1,319	1,445	001-0900-000.58-70	MEMBERSHIPS/DUES/SUBS	1,445	1,445	1,445
2,778	2,011	5,000	001-0900-000.60-10	OFFICE SUPPLIES	3,000	3,000	3,000
1,938	428	2,500	001-0900-000.69-50	MISCELLANEOUS EXPENSES	2,500	2,500	2,500
10	-	-	001-0900-000.69-70	CASH SHORT/LONG	-	-	-
-	-	7,800	001-0900-000.69-80	ASSETS < \$5000	9,900	3,900	3,900
27,650	31,388	64,676		TOTAL MATERIALS AND SERVICES	65,957	59,957	59,957
306,419	317,813	362,114		SUB-TOTAL FINANCE	374,781	363,635	363,635

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget**

GENERAL FUND – UTILITY BILLING

FY13/14	FY14/15	FY15/16		Account	FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
74,123	75,605	77,881	001-0950-000.11-00	REGULAR SALARIES	79,439	79,439	79,439
2,146	2,186	6,740	001-0950-000.13-00	OVERTIME SALARIES	6,875	6,875	6,875
28,583	28,693	32,550	001-0950-000.21-10	MEDICAL INSURANCE	38,158	35,127	35,127
468	476	491	001-0950-000.21-20	L-T DISABILITY INSURANCE	500	500	500
102	95	99	001-0950-000.21-30	LIFE INSURANCE	99	99	99
309	309	334	001-0950-000.21-40	WORKERS COMP INSURANCE	293	293	293
5,552	5,669	6,473	001-0950-000.22-00	FICA	6,603	6,603	6,603
10,007	10,207	11,424	001-0950-000.23-00	RETIREMENT CONTRIBUTIONS	11,652	11,652	11,652
880	1,047	1,375	001-0950-000.28-00	VEBA CONTRIBUTIONS	2,139	2,139	2,139
-	-	-	001-0950-000.29-00	OTHER EMPLOYEE BENEFITS	-	-	-
122,169	124,287	137,367	TOTAL PERSONNEL SERVICE		145,758	142,727	142,727
2.0	2.0	2.0	Total Full-Time Equivalent (FTE)		2.0	2.0	2.0
1,777	2,304	3,793	001-0950-000.31-10	CONTRACTUAL SERVICES	44,579	44,579	44,579
286	342	600	001-0950-000.43-40	OFFICE EQUIPMENT	600	600	600
23,490	23,843	24,000	001-0950-000.53-20	POSTAGE	500	500	500
1,311	1,308	1,500	001-0950-000.53-30	TELEPHONE	1,674	1,674	1,674
1,434	1,593	3,500	001-0950-000.55-00	PRINTING & BINDING	675	675	675
598	153	500	001-0950-000.58-10	TRAVEL, FOOD & LODGING	500	500	500
300	-	500	001-0950-000.58-50	TRAINING AND CONFERENCES	600	600	600
4,238	3,040	4,700	001-0950-000.60-10	OFFICE SUPPLIES	2,800	2,800	2,800
472	533	1,000	001-0950-000.69-50	MISCELLANEOUS EXPENSES	1,040	1,040	1,040
90	15	100	001-0950-000.69-70	CASH SHORT/LONG	100	100	100
300	3,754	7,200	001-0950-000.69-80	ASSETS < \$5000	4,600	2,600	2,600
34,297	36,884	47,393	TOTAL MATERIALS AND SERVICES		57,668	55,668	55,668
12,314	-	-	001-0950-000.74-40	OFFICE EQUIPMENT	-	-	-
12,314	-	-	TOTAL CAPITAL OUTLAY		-	-	-
168,780	161,172	184,760	SUB-TOTAL UTILITY BILLING		203,426	198,395	198,395
475,199	478,985	546,874	TOTAL FINANCE & UTILITY BILLING DEPARTMENT		578,207	562,030	562,030

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget**

Fund:	General (001)		
Department:	Personnel (10)	Number of Employees:	1
Program:	Personnel (416)		

Mission

Provide responsive Human Resource management services for the City.

Description

The position of Personnel Director was eliminated from the 1997-98 budget. The City contracted with Wasco County for most human resource activities. The City Clerk assumed the position of City staff liaison with Wasco County. All departments assumed some personnel function previously managed by the Personnel Department. The City also has a Benefits Agent of Record who manages our benefit plans.

In the 2008 fiscal year, the General Services Department resumed administration of personnel services. We have discussed the need to hire a Human Resources Director. The City has approximately 100 employees and we need the expertise this position will offer. This is a goal of the City Council.

This budget includes funding for a full time employee, and some funds for training.

2016-17 Goals, Projects and Highlights

- New Position, hired and organizing all human resource activities back under one department.
- Develop New Employee Recognition Program.
- Conduct Open Enrollment Meetings for employees.
- Work on annual insurance benefits renewals.

2015-16 Accomplishments/Comments

- Worked with BCI to provide employee benefits.
- Developed budget proposal to hire Human Resources Director position.

GENERAL FUND – PERSONNEL

FY13/14	FY14/15	FY15/16		Account	FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
-	-	-	001-1000-000.11-00	REGULAR SALARIES	77,905	77,905	77,905
-	-	-	001-1000-000.21-10	MEDICAL INSURANCE	26,128	23,555	23,555
-	-	-	001-1000-000.21-20	L-T DISABILITY INSURANCE	491	491	491
-	-	-	001-1000-000.21-30	LIFE INSURANCE	50	50	50
-	-	-	001-1000-000.21-40	WORKERS COMP INSURANCE	183	183	183
-	-	-	001-1000-000.22-00	FICA	5,960	5,960	5,960
-	-	-	001-1000-000.23-00	RETIREMENT CONTRIBUTIONS	-	-	-
-	-	-	001-1000-000.28-00	VEBA CONTRIBUTIONS	-	-	-
-	-	-	001-1000-000.29-00	OTHER EMPLOYEE BENEFITS	60	60	60
-	-	-	TOTAL PERSONNEL SERVICE		110,777	108,204	108,204
-	-	-	Total Full-Time Equivalent (FTE)		1.0	1.0	1.0
-	-	500	001-1000-000.34-50	SPECIAL STUDIES & REPORTS	500	500	500
59	60	28,100	001-1000-000.39-00	OTHER CONTRACTUAL SVCS	100	100	100
-	2,568	2,000	001-1000-000.39-10	OTHER LEGAL SERVICES	2,000	2,000	2,000
2,620	3,450	5,000	001-1000-000.50-60	EMPLOYEE RELATIONS	6,000	6,000	6,000
12	7	100	001-1000-000.53-20	POSTAGE	200	200	200
-	-	-	001-1000-000.53-30	TELEPHONE	1,716	1,716	1,716
-	-	-	001-1000-000.58-10	TRAVEL, FOOD & LODGING	500	500	500
-	-	500	001-1000-000.58-50	TRAINING AND CONFERENCES	200	200	200
-	-	-	001-1000-000.58-70	MEMBERSHIPS/DUES/SUBS	200	200	200
-	54	200	001-1000-000.60-10	OFFICE SUPPLIES	200	200	200
-	-	100	001-1000-000.64-10	BOOKS AND PERIODICALS	100	100	100
100	154	400	001-1000-000.69-50	MISCELLANEOUS EXPENSES	400	400	400
2,791	6,293	36,900	TOTAL MATERIALS AND SERVICES		12,116	12,116	12,116
2,791	6,293	36,900	TOTAL PERSONNEL DEPARTMENT		122,893	120,320	120,320

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget**

Fund:	General Fund (001)	
Department:	Planning (1100)	Number of Employees: 5
Program:	City Planning (421)	4 FTE + 1 PT

Mission

“PREPARING FOR THE FUTURE” a long-standing mission carried out for the benefit of this community’s citizens and future generations through:

- Responsive, accurate, consistent, helpful and honest service to our citizens and customers.
- Aggressively pursuing meaningful citizen involvement in all planning endeavors.
- Active staff support for our citizen volunteers serving on the Planning Commission, Historic Landmarks Commission, Urban Renewal, and Ad Hoc Committees.
- Determined implementation of adopted plans, programs and policies.
- Helping to foster a climate of cooperation among City personnel, local citizens, special interest groups, and State and Federal agencies.

Description

The Planning Department is responsible for:

- Current and Long Range Planning within the entire Urban Growth Boundary
- Right-of-Way Coordination
- Land Use Code Enforcement and Development Inspection
- Historic Landmarks Program
- Other special projects as assigned.

There are four (4) permanent, full-time positions in the proposed budget: Director, Senior Planner, Development Inspector, and Administrative Secretary. In addition, there is one (1) permanent, part-time Associate Planner position.

2016-17 Goals, Projects and Highlights

- The primary goal of the Department will continue to be serving citizens in the most professional manner possible. The Department’s mission statement will continue to serve as the guiding principle for all actions.
- The customer satisfaction survey will be continued through 2016-17. Anyone who completes a permit process or is served in any substantial way will be offered a survey to complete. Surveys are submitted to the City Manager’s office.
- The Department will continue to follow and complete the 2016-17 City Council Goals and Objectives.
- The 2016 round of Land Use and Development Ordinance (LUDO) amendments will be completed by the end of 2016.

- Place prior planning actions in new data base software.
- Other ongoing work will include timely processing of building permits, development reviews, and a continued emphasis on right-of-way planning including implementation of new residential in fill requirements, and urban growth area planning.
- The Certified Local Government, Historic Preservation Program work will continue, as well as grant work related to historic preservation efforts and other special projects such as the Pioneer Cemetery.

2015-16 Accomplishments/Comments

- Continuation of the Planning Department customer satisfaction survey. The Department received many new responses and continues to enjoy the highest possible rating in all 12 categories showing excellent public service. The survey will be entering its 8th year.
- Staff continues to be active in support of the Planning Commission, Historic Landmarks Commission, Site (Development) Review Team, Urban Renewal Agency, and Advisory Committee, and participates on many other community groups and Ad Hoc Committees.
- In both current and long range planning efforts, coordination with other City departments, citizens, special interest groups, and State and Federal agencies have been given much attention. This is an ongoing effort, and the relationships developed over the years have continued to be strong.
- The Department continues to provide planning services to the County Planning and Economic Development Department within the Urban Growth Area, to City Public Works within the rights-of-way, and to the Urban Renewal Agency.
- Determined that continuation of project seeking expansion of Urban Growth Boundary through the Gorge Commission was not viable at the present time.

Major Issues to be Resolved in the Next 5 Years

- Update the Comprehensive Land Use Plan, Land Use and Development Ordinance, Transportation Master Plan, Sewer Master Plan, Storm Water Master Plan, Water Master Plan, and Capital Improvement Plan consistent with the UGB and NSA amendments.
- Maintain the Certified Local Government status of the Historic Landmarks Commission.
- Implementation of all the various master plans.
- Review and pursue other avenues for expansion of the Urban Growth Boundary, with a Congressional approach as the first option, or postpone all action until a later date.

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget
GENERAL FUND – PLANNING**

FY13/14	FY14/15	FY15/16		Account	FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
254,324	264,158	275,575	001-1100-000.11-00	REGULAR SALARIES	268,186	268,186	268,186
29,289	27,283	35,475	001-1100-000.12-00	PARTTIME/TEMP SALARIES	29,633	29,633	29,633
-	-	1,257	001-1100-000.13-00	OVERTIME SALARIES	1,200	1,200	1,200
65,085	65,337	70,677	001-1100-000.21-10	MEDICAL INSURANCE	73,260	67,655	67,655
1,638	1,767	1,960	001-1100-000.21-20	L-T DISABILITY INSURANCE	1,876	1,876	1,876
201	191	248	001-1100-000.21-30	LIFE INSURANCE	248	248	248
2,477	2,615	3,853	001-1100-000.21-40	WORKERS COMP INSURANCE	3,045	3,045	3,045
21,125	21,719	23,891	001-1100-000.22-00	FICA	22,875	22,875	22,875
34,334	38,347	41,087	001-1100-000.23-00	RETIREMENT CONTRIBUTIONS	37,736	37,736	37,736
-	-	3,952	001-1100-000.28-00	VEBA CONTRIBUTIONS	3,943	3,943	3,943
60	60	123	001-1100-000.29-00	OTHER EMPLOYEE BENEFITS	60	60	60
408,533	421,478	458,098		TOTAL PERSONNEL SERVICE	442,062	436,457	436,457
4.5	4.5	4.5		Total Full-Time Equivalent (FTE)	4.5	4.5	4.5
1,346	135	135	001-1100-000.31-10	CONTRACTUAL SERVICES	39,635	39,635	39,635
-	-	-	001-1100-000.34-10	ENGINEERING SERVICES	-	-	-
-	-	500	001-1100-000.35-40	BASE MAPPING	-	-	-
132	-	-	001-1100-000.35-60	FILING FEES	750	750	750
8,200	8,320	8,500	001-1100-000.39-00	OTHER CONTRACTUAL SVCS	8,500	8,500	8,500
-	316	4,000	001-1100-000.43-10	BUILDINGS AND GROUNDS	4,000	4,000	4,000
1,337	1,625	2,000	001-1100-000.43-40	OFFICE EQUIPMENT	2,400	2,400	2,400
111	228	500	001-1100-000.43-50	VEHICLES	500	500	500
1,542	1,134	1,200	001-1100-000.43-51	GAS/OIL/DIESEL/LUBRICANTS	1,200	1,200	1,200
-	-	-	001-1100-000.43-52	TIRES AND TIRE REPAIRS	-	-	-
1,482	1,143	3,000	001-1100-000.53-20	POSTAGE	1,700	1,700	1,700
4,695	4,400	4,725	001-1100-000.53-30	TELEPHONE	4,725	4,725	4,725
617	539	500	001-1100-000.53-40	LEGAL NOTICES	1,000	1,000	1,000
496	-	300	001-1100-000.54-00	ADVERTISING	600	600	600
120	-	100	001-1100-000.55-00	PRINTING AND BINDING	100	100	100
692	835	1,500	001-1100-000.58-10	TRAVEL, FOOD & LODGING	1,500	1,500	1,500
175	175	1,000	001-1100-000.58-50	TRAINING AND CONFERENCES	1,000	1,000	1,000
829	864	1,000	001-1100-000.58-70	MEMBERSHIPS/DUES/SUBS	800	800	800
2,156	1,234	2,500	001-1100-000.60-10	OFFICE SUPPLIES	2,500	2,500	2,500
70	-	100	001-1100-000.60-85	SPECIAL DEPT SUPPLIES	100	100	100
97	-	100	001-1100-000.64-10	BOOKS AND PERIODICALS	100	100	100
-	-	-	001-1100-000.64-80	COMPUTER SOFTWARE	-	-	-
84	63	60	001-1100-000.69-50	MISCELLANEOUS EXPENSES	100	100	100
1,994	2,117	4,000	001-1100-000.69-80	ASSETS < \$5000	2,500	2,500	2,500
26,176	23,128	35,720		TOTAL MATERIALS AND SERVICES	73,710	73,710	73,710
-	-	-	001-1100-417.74-20	VEHICLES	-	-	-
-	-	-		TOTAL CAPITAL OUTLAY	-	-	-
434,710	444,606	493,818		TOTAL PLANNING DEPARTMENT	515,772	510,167	510,167

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget**

Fund:	General (110)	
Department:	Police (013)	Number of Employees: 27 (25.5 FTE)
Program:	Public Safety (421)	

Mission:

“STRIVE FOR EXCELLENCE”

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

Non-enforcement programs include:

- Neighborhood Watch
- Police Reserves
- Parent Aid Drug Testing Program

The department works very closely with other law enforcement agencies in the area as well as the Council and other City departments. The department’s working relationship with other local law enforcement agencies is one of the finest in the state.

2016-2017 Goals, Projects and Highlights

- Continuance of good interagency relationships
- Enhance training
- Maintain fully staffed department

2015-2016 Accomplishments/Comments

- Appointed new Captain and Sergeant due to retirement

Major Issues to be resolved in the next five years

- Better retention of personnel
- Resolve issues with homeless

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget
GENERAL FUND – POLICE**

FY13/14	FY14/15	FY15/16			FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Account Number	Account Description	Proposed Budget	Approved Budget	Adopted Budget
1,512,296	1,576,603	1,605,741	001-1300-000.11-00	REGULAR SALARIES	1,680,924	1,680,924	1,680,924
14,026	10,001	15,996	001-1300-000.12-00	PARTTIME/TEMP SALARIES	19,437	19,437	19,437
117,578	144,114	147,184	001-1300-000.13-00	OVERTIME SALARIES	148,525	148,525	148,525
448	469	3,000	001-1300-000.14-00	BI-LINGUAL INCENTIVE 5%	3,000	3,000	3,000
385,089	409,267	457,704	001-1300-000.21-10	MEDICAL INSURANCE	547,133	498,848	498,848
9,356	9,325	10,164	001-1300-000.21-20	L-T DISABILITY INSURANCE	10,620	10,620	10,620
1,239	1,100	1,249	001-1300-000.21-30	LIFE INSURANCE	1,249	1,249	1,249
78,245	77,789	101,377	001-1300-000.21-40	WORKERS COMP INSURANCE	86,685	86,685	86,685
122,929	129,575	135,552	001-1300-000.22-00	FICA	141,669	141,669	141,669
315,425	322,806	351,283	001-1300-000.23-00	RETIREMENT CONTRIBUTIONS	367,739	367,739	367,739
9,727	8,954	15,282	001-1300-000.28-00	VEBA CONTRIBUTIONS	14,700	14,700	14,700
180	60	240	001-1300-000.29-00	OTHER EMPLOYEE BENEFITS	180	180	180
2,566,493	2,690,063	2,844,772	TOTAL PERSONNEL SERVICE		3,021,861	2,973,576	2,973,576
23.5	24.5	25.5	Total Full-Time Equivalent (FTE)		25.5	25.5	25.5
3,114	6,418	7,200	001-1300-000.31-10	CONTRACTUAL SERVICES	33,915	33,915	36,113
277,173	292,653	287,312	001-1300-000.31-40	WASCO CO COMMUNICATIONS	287,312	287,312	316,043
2,837	1,026	3,000	001-1300-000.31-70	RECRUITING EXPENSES	3,000	3,000	3,000
117	48	400	001-1300-000.33-15	INTERPRETOR FEES	400	400	400
1,003	368	2,000	001-1300-000.33-40	TOWING SERVICES	1,000	1,000	1,000
4,152	4,000	6,300	001-1300-000.34-40	SOFTWARE MAINTENANCE	6,300	6,300	6,300
2,142	2,240	2,300	001-1300-000.41-10	WATER & SEWER	2,300	2,300	2,300
1,389	1,493	1,500	001-1300-000.41-20	GARBAGE SERVICES	1,500	1,500	1,500
6,756	6,135	8,000	001-1300-000.41-40	ELECTRICITY	7,500	7,500	7,500
9,510	9,360	10,878	001-1300-000.42-00	JANITORIAL SERVICES	10,878	10,878	10,878
6,384	7,117	10,500	001-1300-000.43-10	BUILDINGS AND GROUNDS	9,000	9,000	9,000
5,637	2,013	5,500	001-1300-000.43-30	RADIO EQUIPMENT	4,000	4,000	4,000
672	974	1,200	001-1300-000.43-40	OFFICE EQUIPMENT	1,000	1,000	1,000
15,452	16,988	19,000	001-1300-000.43-50	VEHICLES MAINTENANCE	19,000	19,000	19,000
48,592	40,227	55,000	001-1300-000.43-51	GAS/OIL/DIESEL/LUBRICANTS	40,000	40,000	40,000
6,777	9,777	9,000	001-1300-000.43-52	TIRES AND TIRE REPAIRS	9,500	9,500	9,500
2,233	2,433	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
98	200	500	001-1300-000.50-40	HEPATITIS PROGRAM	400	400	400
1,388	1,510	2,000	001-1300-000.53-20	POSTAGE	2,000	2,000	2,000
14,383	14,644	19,260	001-1300-000.53-30	TELEPHONE	15,000	15,000	15,000
-	-	400	001-1300-000.54-00	ADVERTISING	400	400	400
2,401	1,630	2,000	001-1300-000.56-00	DIGITAL STORAGE	2,000	2,000	2,000
15,719	19,714	17,000	001-1300-000.58-50	TRAINING AND CONFERENCES	19,000	19,000	19,000
749	724	1,000	001-1300-000.58-70	MEMBERSHIPS/DUES/SUBS	1,000	1,000	1,000
3,980	26,616	6,000	001-1300-000.59-10	SERT TEAM	6,000	6,000	6,000
927	329	2,500	001-1300-000.59-15	RESERVES	2,000	2,000	2,000
485	508	1,500	001-1300-000.59-25	CRIME PREVENTION	1,500	1,500	1,500
5,398	4,153	5,000	001-1300-000.60-10	OFFICE SUPPLIES	5,000	5,000	5,000
370	-	500	001-1300-000.60-20	JANITORIAL SUPPLIES	500	500	500
6,108	6,885	7,000	001-1300-000.60-65	AMMUNITION	9,000	9,000	9,000
3,021	2,345	6,000	001-1300-000.60-70	DRUG TEAM	6,000	6,000	6,000
18,370	13,848	15,000	001-1300-000.60-80	CLOTHING	17,000	17,000	17,000
6,862	9,850	9,000	001-1300-000.60-85	SPECIAL DEPT SUPPLIES	10,500	10,500	10,500
5,786	5,143	5,000	001-1300-000.64-80	COMPUTER SOFTWARE	5,000	5,000	5,000
1,163	1,188	1,200	001-1300-000.69-50	MISCELLANEOUS EXPENSES	1,200	1,200	1,200
8,215	20,392	24,800	001-1300-000.69-80	ASSETS < \$5000	12,500	12,500	12,500
489,365	532,952	558,250	TOTAL MATERIALS AND SERVICES		556,105	556,105	587,034
-	-	-	001-1300-000.72-20	BUILDINGS	-	-	-
50,668	45,497	60,000	001-1300-000.74-20	VEHICLES	55,000	55,000	55,000
-	-	35,000	001-1300-000.74-90	EQUIPMENT, OTHER	-	-	-
50,668	45,497	95,000	TOTAL CAPITAL OUTLAY		55,000	55,000	55,000
3,106,526	3,268,512	3,498,022	TOTAL POLICE DEPARTMENT		3,632,966	3,584,681	3,615,610

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget**

Fund:	General (001)	
Department:	Technology (1700)	Number of Employees: 1 FTE
Program:	Other (419)	

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.

2016-17 Goals, Projects and Highlights

- Continue to look for and correct system weaknesses.
- Modernize our communication tools, including the website and social media (Goal F-1).

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget**

GENERAL FUND – TECHNOLOGY

FY13/14	FY14/15	FY15/16		Account	FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Account Number	Description	Proposed	Approved	Adopted
					Budget	Budget	Budget
70,756	73,238	74,703	001-1700-000.11-00	REGULAR SALARIES	74,703	74,703	74,703
7,661	7,693	8,322	001-1700-000.21-10	MEDICAL INSURANCE	8,974	8,974	8,974
438	460	471	001-1700-000.21-20	L-T DISABILITY INSURANCE	471	471	471
45	43	50	001-1700-000.21-30	LIFE INSURANCE	50	50	50
1,668	1,750	2,674	001-1700-000.21-40	WORKERS COMP INSURANCE	2,144	2,144	2,144
5,468	5,658	5,715	001-1700-000.22-00	FICA	5,715	5,715	5,715
9,552	9,887	10,085	001-1700-000.23-00	RETIREMENT CONTRIBUTIONS	10,085	10,085	10,085
-	-	1,437	001-1700-000.28-00	VEBA CONTRIBUTIONS	1,437	1,437	1,437
-	-	60	001-1700-000.29-00	OTHER EMPLOYEE BENEFITS	60	60	60
95,588	98,729	103,517		TOTAL PERSONNEL SERVICE	103,639	103,639	103,639
1.0	1.0	1.0		Total Full-Time Equivalent (FTE)	1.0	1.0	1.0
-	-	24,000	001-1700-000.31-10	CONTRACTUAL SERVICES	4,000	4,000	5,379
77,146	79,262	156,370	001-1700-000.34-30	COMPUTER SERVICES	85,178	85,178	85,178
14,220	12,822	16,800	001-1700-000.34-35	WIFI USE FEES	16,800	16,800	16,800
14,193	12,753	20,900	001-1700-000.34-40	SOFTWARE MAINTENANCE	14,600	14,600	14,600
5,089	5,304	5,190	001-1700-000.39-00	OTHER CONTRACTUAL SERVICES	8,708	8,708	8,708
720	720	720	001-1700-000.53-30	TELEPHONE	720	720	720
125	51	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
29	-	400	001-1700-000.60-10	OFFICE SUPPLIES	400	400	400
14	1,709	600	001-1700-000.64-80	COMPUTER SOFTWARE	600	600	600
2,555	1,664	2,500	001-1700-000.69-50	MISCELLANEOUS EXPENSES	2,500	2,500	2,500
5,349	3,211	2,500	001-1700-000.69-80	ASSETS < \$5000	12,000	12,000	12,000
119,440	117,497	231,480		TOTAL MATERIALS AND SERVICES	147,006	147,006	148,385
				CAPITAL OUTLAY			
6,258	5,270	6,000	001-1700-000.74-50	COMPUTER EQUIPMENT	7,000	7,000	7,000
-	-	-	001-1700-000.74-60	NETWORK EQUIPMENT	-	-	-
6,258	5,270	6,000		TOTAL CAPITAL OUTLAY	7,000	7,000	7,000
221,286	221,496	340,997		TOTAL TECHNOLOGY DEPARTMENT	257,645	257,645	259,024

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget**

Fund:	General (001)		
Department:	General Services (2300)		
Program:	Other (419)	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, the Arco Parking lot and the Gitchell Building. In addition, a line item has been added for costs related to the Transportation Building, and use of the separate sub-department formerly used for those items has been discontinued.

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. The Transportation Center was leased to Wasco County in 2010 for use as the Veteran’s Service Office.

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 2015-16 expenses the same as last year:

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

2016-17 Goals, Projects and Highlights

- Continue maintenance and minor repairs to City Hall and other City owned facilities.
- Continue downtown tree replacement program.
- Asbestos removal in City Hall basement.

2015-16 Accomplishments/Comments

- Provide supervision for Wasco County and juvenile work crews for maintenance projects.
- Continue maintenance and minor repairs to City Hall and other City owned facilities.
- Assist with events at Lewis & Clerk Festival Park.
- Continue transition to use of LED lights (City Hall and Union Street Undercrossing)
- Implement Downtown Tree Replacement Program

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget**

GENERAL FUND – GENERAL SERVICES

FY13/14	FY14/15	FY15/16		Account	FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
BUILDINGS & GROUNDS							
34,770	35,957	37,341	001-2300-000.11-00	REGULAR SALARIES	38,629	38,629	38,629
-	-	-	001-2300-000.12-00	PARTTIME/TEMP SALARIES	-	-	-
1,082	364	500	001-2300-000.13-00	OVERTIME SALARIES	500	500	500
10,822	11,674	11,754	001-2300-000.21-10	MEDICAL INSURANCE	18,083	16,447	16,447
222	227	235	001-2300-000.21-20	L-T DISABILITY INSURANCE	243	243	243
41	38	40	001-2300-000.21-30	LIFE INSURANCE	40	40	40
1,888	1,894	2,860	001-2300-000.21-40	WORKERS COMP INSURANCE	2,484	2,484	2,484
2,724	2,749	2,895	001-2300-000.22-00	FICA	2,993	2,993	2,993
3,259	4,854	5,041	001-2300-000.23-00	RETIREMENT	5,215	5,215	5,215
-	-	-	001-2300-000.29-00	OTHER EMPLOYEE BENEFITS	-	-	-
54,807	57,757	60,666	TOTAL PERSONNEL SERVICES		68,187	66,551	66,551
2.0	2.0	2.0	Total Full-Time Equivalent (FTE)		2.0	2.0	2.0
19,575	17,707	13,500	001-2300-000.31-10	CONTRACTUAL SERVICES	13,500	13,500	13,500
18,465	22,777	3,500	001-2300-000.41-10	WATER & SEWER	3,700	3,700	3,700
1,351	2,119	2,300	001-2300-000.41-20	GARBAGE SERVICES	2,200	2,200	2,200
817	893	1,000	001-2300-000.41-30	NATURAL GAS	1,000	1,000	1,000
23,135	21,591	15,000	001-2300-000.41-40	ELECTRICITY	17,000	17,000	17,000
15,600	15,600	17,010	001-2300-000.42-00	JANITORIAL SERVICES	17,010	17,010	17,010
13,620	22,940	38,375	001-2300-000.43-10	BUILDINGS AND GROUNDS	39,000	19,000	19,000
-	-	85,905	001-2300-000.43-11	PARK & DOCK MAINTENANCE	28,600	28,600	28,600
107	-	3,200	001-2300-000.43-12	ARCO LOT	500	500	500
53	-	1,000	001-2300-000.43-13	GITCHELL BUILDING	-	-	-
-	-	1,000	001-2300-000.43-14	TRANSPORTATION BUILDING	1,000	1,000	1,000
-	53	500	001-2300-000.43-45	JOINT USE OF LABOR/EQUIP	500	500	500
612	1,327	1,500	001-2300-000.43-50	VEHICLES	1,500	1,500	1,500
4,908	3,951	4,600	001-2300-000.43-51	GAS/OIL/DIESEL/LUBRICANTS	3,400	3,400	3,400
1,690	71	1,000	001-2300-000.43-52	TIRES AND TIRE REPAIRS	1,000	1,000	1,000
675	979	1,000	001-2300-000.43-70	GENERAL EQUIPMENT	1,000	1,000	1,000
1,030	1,285	10,500	001-2300-000.43-72	ELECTRICAL SYSTEMS	2,000	2,000	2,000
331	530	1,000	001-2300-000.43-73	PLUMBING	1,000	1,000	1,000
2,922	3,214	3,500	001-2300-000.43-75	ELEVATORS	3,500	3,500	3,500
749	3,452	4,500	001-2300-000.43-77	HVAC SYSTEMS	2,000	2,000	2,000
-	369	500	001-2300-000.43-80	SHOP EQUIPMENT	500	500	500
7,689	1,715	7,500	001-2300-000.50-20	PEST CONTROL	7,500	7,500	7,500
47,983	61,913	69,344	001-2300-000.52-10	LIABILITY INSURANCE	80,773	80,773	80,773
17,529	17,327	19,060	001-2300-000.52-30	PROPERTY INSURANCE	17,965	17,965	17,965
10,771	12,898	14,704	001-2300-000.52-50	AUTOMOTIVE INSURANCE	15,997	15,997	15,997
1,386	1,386	1,500	001-2300-000.52-70	FIDELITY BOND	1,500	1,500	1,500
6,526	6,665	7,168	001-2300-000.53-30	TELEPHONE	7,175	7,175	7,175
-	-	200	001-2300-000.58-10	TRAVEL, FOOD & LODGING	200	200	200
70	-	200	001-2300-000.58-50	TRAINING AND CONFERENCES	200	200	200
126	165	200	001-2300-000.60-10	OFFICE SUPPLIES	200	200	200
4,381	3,170	4,500	001-2300-000.60-20	JANITORIAL SUPPLIES	4,500	4,500	4,500
603	660	860	001-2300-000.60-80	CLOTHING	860	860	860
1,130	76	1,000	001-2300-000.69-50	MISCELLANEOUS EXPENSES	1,000	1,000	1,000
3,678	1,358	-	001-2300-000.69-80	ASSETS < \$5000	-	-	-
207,512	226,191	336,626	TOTAL MATERIALS AND SERVICES		277,780	257,780	257,780
-	-	-	001-2300-000.72-20	BUILDINGS	-	-	-
-	-	-	001-2300-000.73-30	IMPRVMNTS OTHER THAN BLDGS	6,000	6,000	6,000
8,376	-	45,000	001-2300-000.74-20	VEHICLES	35,000	-	-
8,376	-	45,000	TOTAL CAPITAL OUTLAY		41,000	6,000	6,000
270,696	283,948	442,292	SUB-TOTAL GENERAL SERVICES		386,967	330,331	330,331

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget**

GENERAL FUND – TRANSPORTATION CENTER

FY13/14	FY14/15	FY15/16		Account	FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
— 958	— 228	— -	001-2366-000.43-10	BUILDINGS AND GROUNDS	— -	— -	— -
— 336	— 332	— -	001-2366-000.52-30	PROPERTY INSURANCE	— -	— -	— -
1,294	560	-		TOTAL MATERIALS AND SERVICES	-	-	-
1,294	560	-		SUB-TOTAL TRANSPORTATION CENTER	-	-	-
271,990	284,509	442,292		TOTAL GENERAL SERVICES DEPT	386,967	330,331	330,331

Even though we have discontinued the use of this separate department, we must include these line items in our budget documents while there is still any history showing for the past three years.

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget**

Fund:	General (001)		
Department:	Codes Enforcement (40)	Number of Employees:	1
Program:	Public Safety (424)		

Mission:

Enhance the image and livability of the community through fair enforcement of the City's ordinances, particularly addressing nuisance abatement process; work with citizens to solve problems and issues while protecting property rights and freedoms.

Description:

In 2007-08 the nuisance codes enforcement budget was increased to fund a full time position. In 2008-2009, responsibility for supervision of the nuisance codes enforcement was transferred from the City Clerk/General Services Director to the City Attorney's office. Land use code enforcement has been assigned to the Planning and will continue to be included in that department's budget.

2016 - 2017 Goals, Projects, and Highlights

- Continue use of a door hangar notification of puncture vines, to take a more proactive approach focusing upon educating property owners to assist with the eradication of puncture vine.
- Continue to work with banks which have foreclosed upon properties to have the banks and property management companies hired by the banks, be responsible for abatement of nuisance conditions upon the properties.
- Continue to follow up on burning barrel permit violations, and compliance with transient merchant licenses.
- 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 promoting use of Burn to Learn Program as a method to eliminate blighted buildings on private property.
- Work with property owners and lending institutions on eliminating blighted conditions caused by fire damage, including properties at 800 East 14th Street, 800 Liberty Street, and 1100 Mt. Hood Street.

2015-2016 Accomplishments/Comments

- Abated twenty three residential properties by hiring local contractors to abate nuisance conditions upon the properties.
- Assisted the City Attorney in proceeding with the posting of a notice of a dangerous residential building at 1100 Mt. Hood Street, 811 Liberty Street, and 800 East 14th Street.
- As of March 1, 2016, mailed 353 letters to property owners concerning potential nuisance conditions on their property, received 983 phone calls, and conducted over 750 inspections.
- Arranged for the disposal of 12 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 for the League of Oregon Cities.
- Increased joint inspections with Planning Department 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 on securing voluntary compliance with the City’s code enforcement regulations, and ensure that gains made in cleaning up nuisance conditions are not lost.
- Continue to search for resources to provide opportunities for presentations to encourage voluntary compliance (such as presentations to service clubs).
- Continue working with community partners and media education on the importance of reducing puncture vine and increasing elimination of puncture vine in areas where there is high public traffic.

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget**

GENERAL FUND – CODES ENFORCEMENT

FY13/14	FY14/15	FY15/16		Account	FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
39,465	41,462	43,560	001-4000-000.11-00	REGULAR SALARIES	43,880	43,880	43,880
7,662	7,693	8,322	001-4000-000.21-10	MEDICAL INSURANCE	8,974	8,974	8,974
252	266	274	001-4000-000.21-20	L-T DISABILITY INSURANCE	276	276	276
45	43	50	001-4000-000.21-30	LIFE INSURANCE	50	50	50
944	1,020	1,574	001-4000-000.21-40	WORKERS COMP INSURANCE	1,274	1,274	1,274
3,043	3,192	3,332	001-4000-000.22-00	FICA	3,357	3,357	3,357
5,328	5,597	5,881	001-4000-000.23-00	RETIREMENT	5,924	5,924	5,924
-	-	-	001-4000-000.29-00	OTHER EMPLOYEE BENEFITS	-	-	-
56,739	59,275	62,993	TOTAL PERSONNEL SERVICE		63,735	63,735	63,735
1.0	1.0	1.0	Total Full-Time Equivalent (FTE)		1.0	1.0	1.0
9,802	13,320	19,000	001-4000-000.31-10	CONTRACTUAL SERVICES	20,000	20,000	20,000
2,000	2,000	2,000	001-4000-000.39-00	OTHER CONTRACTUAL SRVCS	2,000	2,000	2,000
5	95	-	001-4000-000.43-50	VEHICLES	200	200	200
732	742	900	001-4000-000.43-51	GAS/OIL/DIESEL/LUBRICANTS	700	700	700
-	222	100	001-4000-000.43-52	TIRES AND TIRE REPAIRS	100	100	100
1,425	952	1,400	001-4000-000.53-20	POSTAGE	1,400	1,400	1,400
1,688	1,661	1,716	001-4000-000.53-30	TELEPHONE	1,716	1,716	1,716
405	204	250	001-4000-000.58-10	TRAVEL, FOOD & LODGING	500	500	500
80	-	300	001-4000-000.58-50	TRAINING AND CONFERENCES	250	250	250
75	75	75	001-4000-000.58-70	MEMBERSHIPS/DUES/SUBS	75	75	75
978	607	800	001-4000-000.60-10	OFFICE SUPPLIES	700	700	700
206	-	-	001-4000-000.69-50	MISCELLANEOUS EXPENSES	-	-	-
-	-	1,600	001-4000-000.64-80	ASSETS < \$5000	-	-	-
17,396	19,879	28,141	TOTAL MATERIALS AND SERVICES		27,641	27,641	27,641
74,135	79,153	91,134	TOTAL CODES ENFORCEMENT DEPARTMENT		91,376	91,376	91,376

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget**

Fund: General (001)
Department: Dog Control (45) **Number of Employees: 1 (.75 FTE)**
Program: Public Safety (425)

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.

2015-2016 Goals, Projects and Highlights

- Maintain Dog Control Program.

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget**

GENERAL FUND – DOG CONTROL

FY13/14	FY14/15	FY15/16		Account	FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
19,295	29,391	27,294	001-4500-000.12-00	PARTTIME/TEMP SALARIES	27,768	27,768	27,768
354	-	-	001-4500-000.13-00	OVERTIME SALARIES	-	-	-
11,350	12,255	12,206	001-4500-000.21-10	MEDICAL INSURANCE	14,309	13,172	13,172
86	172	172	001-4500-000.21-20	L-T DISABILITY INSURANCE	175	175	175
26	47	50	001-4500-000.21-30	LIFE INSURANCE	50	50	50
667	713	953	001-4500-000.21-40	WORKERS COMP INSURANCE	953	953	953
1,196	1,916	2,088	001-4500-000.22-00	FICA	2,124	2,124	2,124
-	2,063	921	001-4500-000.23-00	RETIREMENT	3,749	3,749	3,749
-	-	-	001-4500-000.29-00	OTHER EMPLOYEE BENEFITS	-	-	-
32,974	46,557	43,684		TOTAL PERSONNEL SERVICE	49,128	47,991	47,991
0.5	0.5	0.75		Total Full-Time Equivalent (FTE)	0.75	0.75	0.75
15,596	13,890	17,500	001-4500-000.31-10	CONTRACTUAL SERVICES	15,500	15,500	15,500
-	-	3,000	001-4500-000.31-90	CONTRACTUAL SERVICES - OTHER	3,000	3,000	3,000
1,378	349	4,000	001-4500-000.43-50	VEHICLES	4,000	4,000	4,000
1,829	2,105	3,500	001-4500-000.43-51	GAS/OIL/DIESEL/LUBRICANTS	3,000	3,000	3,000
793	140	1,500	001-4500-000.43-52	TIRES AND TIRE REPAIRS	1,500	1,500	1,500
115	229	1,500	001-4500-000.58-50	TRAINING AND CONFERENCES	1,500	1,500	1,500
1,134	1,962	2,000	001-4500-000.60-85	SUPPLIES - SPECIAL DEPT	2,000	2,000	2,000
1,807	-	2,000	001-4500-000.69-80	ASSETS < \$5000	2,000	2,000	2,000
22,651	18,675	35,000		TOTAL MATERIALS AND SERVICES	32,500	32,500	32,500
55,624	65,232	78,684		TOTAL ANIMAL CONTROL DEPARTMENT	81,628	80,491	80,491

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget**

Fund: General (001)
Department: Other Financing Uses (95)
Program: Other (490)

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 \$5,000 increase for what we provide the Chamber of Commerce for Community Marketing services. The increase is specifically for marketing of the 4th of July celebration. We have also budgeted a Special Payment to the Fire District in accordance with an intergovernmental agreement that requires that \$56,000 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:
 - \$150,000 to the Street Fund for its preventative maintenance program.
 - \$15,111 to the Unemployment Fund. The City self-funds our unemployment costs.
 - \$65,000 to the Airport Fund for operations.
- 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.

2016-17 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.

2015-16 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 2016-17 Budget**

GENERAL FUND – OTHER FINANCING ISSUES

FY13/14	FY14/15	FY15/16		Account	FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
136,135	233,179	286,000	001-9500-000.80-05	NW COUNTY PARKS & REC	286,000	286,000	286,000
230,008	241,530	241,530	001-9500-000.80-10	TOURISM	246,530	246,530	246,530
-	68,000	-	001-9500-000.80-15	MID-COLUMBIA FIRE & RESCUE	56,000	56,000	56,000
366,143	542,709	527,530		TOTAL SPECIAL PAYMENTS	588,530	588,530	588,530
-	-	150,000	001-9500-000.81-05	STREET FUND	150,000	150,000	150,000
-	-	14,947	001-9500-000.81-10	UNEMPLOYMENT FUND	15,111	15,111	15,111
-	-	25,000	001-9500-000.81-18	SPECIAL GRANTS FUND	-	-	-
3,930	-	-	001-9500-000.81-37	CAPITAL PROJECTS FUND	-	-	-
65,000	65,000	65,000	001-9500-000.81-61	TO AIRPORT FUND	65,000	65,000	65,000
68,930	65,000	254,947		TOTAL OPERATING TRANSFERS OUT	230,111	230,111	230,111
-	-	417,862	001-9500-000.88-00	CONTINGENCY	617,870	692,255	692,255
-	-	417,862		TOTAL CONTINGENCY	617,870	692,255	692,255
-	-	887,305	001-9500-000.89-00	UNAPPROPRIATED ENDING BAL	729,238	758,238	771,930
-	-	887,305		TOTAL UNAPPROPRIATED ENDING BAL	729,238	758,238	771,930
435,073	607,709	2,087,644		TOTAL OTHER DEPARTMENT	2,165,749	2,269,134	2,282,826
6,268,826	6,663,678	9,167,391		TOTAL EXPENSES	9,136,757	9,113,757	9,210,257
1,800,743	2,031,249	-		GENERAL FUND - REVENUES LESS EXPENSES	-	-	-

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget**

LIBRARY FUND

Fund:	Library Fund (004)	
Department:	Library (021)	Number of Employees: 14 (11.25 FTE)
Program:	Library Services (455)	

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 162,000 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.

2016-2017 Goals, Projects and Highlights

- Work with City of Maupin to support efforts for new library facility and related fundraising.
- Update eight District personal computers: six public Internet workstations at The Dalles library and one public Internet workstation at Maupin library and one at Dufur.
- Obtain partial grant funding for playful education/early literacy equipment, furniture and shelving for new children's space.
- Evaluate the library's book and non-book collection and consider materials for withdrawal based on criteria such as use, currency, and condition.
- Increase public programming offered to children, families and adults at The Dalles.
- Provide security cameras in children's addition for improved public safety.
- Complete construction on the new children's addition.
- Actualize an ultramodern and cutting-edge District website.
- Landscape courtyard and children's addition patio areas.

- Create a Teen Space.
- Pursue grants to fund a Teen Space.
- Continued development of district brand including logo and style guide.

2015-2016 Accomplishments/Comments

- Conducted fundraising campaign with Library Foundation and Library Expansion Committee for library building addition.
- Library expansion project started. Should be complete or near completion by July 1, 2016.
- 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, genealogy, 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 nine computers.
- Outreach activities initiated across the Library District.
- Provided Kiwanis Club sponsored summer reading program.
- Introduced 6.5 hours of weekly early literacy activities.
- Provided two weekly story hours in library and outreach story 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

- Develop plan to form 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 2016-17 Budget**

LIBRARY FUND SUMMARY

FY13/14	FY14/15	FY15/16		FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Account Description	Proposed	Approved	Adopted
Actual	Actual	Budget		Budget	Budget	Budget
963,562	1,068,992	1,839,769	BEGINNING BALANCE	1,034,125	1,034,125	1,034,125
1,112,162	1,170,608	1,486,291	REVENUES	1,218,124	1,218,124	1,218,124
-	-	26,000	OTHER SOURCES	-	-	-
2,075,724	2,239,600	3,352,060	TOTAL RESOURCES	2,252,249	2,252,249	2,252,249
968,111	948,947	2,257,793	LIBRARY	1,463,878	1,463,878	1,469,079
968,111	948,947	2,257,793	TOTAL EXPENDITURES	1,463,878	1,463,878	1,469,079
-	-	-	CHARGES FOR SERVICES	-	-	-
38,621	39,179	73,351	TRANSFER OUT	88,565	88,565	88,565
-	-	201,991	CONTINGENCY	81,650	81,650	76,449
-	-	818,925	UNAPPROPRIATED ENDING BAL	618,156	618,156	618,156
38,621	39,179	1,094,267	TOTAL OTHER USES	788,371	788,371	783,170
1,006,732	988,126	3,352,060	TOTAL EXPENDS & OTHER USES	2,252,249	2,252,249	2,252,249
1,068,992	1,251,474	-	FUND TOTAL	-	-	-

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget**

LIBRARY FUND REVENUES & EXPENDITURES

FY13/14	FY14/15	FY15/16			FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Account Number	Account Description	Proposed Budget	Approved Budget	Adopted Budget
REVENUES							
963,562	1,068,992	1,839,769	004-0000-300.00-00	BEGINNING BALANCE	1,034,125	1,034,125	1,034,125
4,904	5,311	5,311	004-0000-334.20-00	STATE FOR LIBRARY	3,264	3,264	3,264
1,045,274	1,076,632	1,162,517	004-0000-337.20-00	LIBRARY DISTRICT TAXES FROM CO	1,197,393	1,197,393	1,197,393
12,053	12,362	10,950	004-0000-351.50-00	LIBRARY FINES	11,000	11,000	11,000
4,261	4,852	4,460	004-0000-361.00-00	INTEREST REVENUES	3,804	3,804	3,804
-	-	53,368	004-0000-337.10-00	FROM URBAN RENEWAL	-	-	-
45,322	71,389	249,585	004-0000-365.00-00	GIFTS AND DONATIONS	2,563	2,563	2,563
348	62	100	004-0000-369.00-00	OTHER MISC REVENUES	100	100	100
-	-	26,000	004-0000-391.37-00	TRNSFR FROM CAPITAL PROJECT FUND	-	-	-
2,075,724	2,239,600	3,352,060	TOTAL LIBRARY FUND REVENUES		2,252,249	2,252,249	2,252,249
EXPENDITURES							
335,652	329,582	371,154	004-2100-000.11-00	REGULAR SALARIES	419,103	419,103	419,103
89,370	90,147	106,513	004-2100-000.12-00	PARTTIME/TEMP SALARIES	67,201	67,201	67,201
1,453	753	2,500	004-2100-000.13-00	OVERTIME SALARIES	2,500	2,500	2,500
88,863	93,159	123,772	004-2100-000.21-10	MEDICAL INSURANCE	164,145	152,784	152,784
2,542	2,399	2,912	004-2100-000.21-20	L-T DISABILITY INSURANCE	2,965	2,965	2,965
526	482	503	004-2100-000.21-30	LIFE INSURANCE	503	503	503
2,815	2,804	3,396	004-2100-000.21-40	WORKERS COMP INSURANCE	2,939	2,939	2,939
31,686	31,065	36,733	004-2100-000.22-00	FICA	37,393	37,393	37,393
54,022	44,267	49,663	004-2100-000.23-00	RETIREMENT CONTRIBUTIONS	62,211	62,211	62,211
6,871	2,811	1,158	004-2100-000.28-00	VEBA CONTRIBUTIONS	2,801	2,801	2,801
120	60	240	004-2100-000.29-00	OTHER EMPLOYEE BENEFITS	180	180	180
613,919	597,530	698,544	TOTAL PERSONNEL SERVICE		761,941	750,580	750,580
9.50	9.50	11.25	Total Full-Time Equivalent (FTE)		11.25	11.25	11.25
39,344	41,480	59,167	004-2100-000.31-10	CONTRACTUAL SERVICES	65,877	65,877	71,078
-	-	399	004-2100-000.32-20	SPECIAL LEGAL SERVICES	400	400	400
2,645	3,205	3,551	004-2100-000.41-10	WATER & SEWER	4,727	4,727	4,727
1,026	1,071	1,089	004-2100-000.41-20	GARBAGE SERVICES	1,122	1,122	1,122
21,375	19,545	27,763	004-2100-000.41-40	ELECTRICITY	29,151	29,151	29,151
13,494	13,761	44,583	004-2100-000.43-10	BUILDINGS AND GROUNDS	47,033	47,033	47,033
5,514	4,543	12,574	004-2100-000.43-40	OFFICE EQUIPMENT	16,261	16,261	16,261
-	-	200	004-2100-000.43-45	JOINT USE OF LABOR/EQUIP	200	200	200
76	110	-	004-2100-000.43-51	GAS / OIL / LUBRICANTS	-	-	-
1,386	800	2,638	004-2100-000.43-52	LIBRARY VEHICLE-GAS/OIL/TIRES	2,902	2,902	2,902
1,026	723	4,279	004-2100-000.43-77	HVAC SYSTEMS	4,653	4,653	4,653
2,398	3,095	3,406	004-2100-000.52-10	LIABILITY INSURANCE	3,893	3,893	3,893
4,961	5,096	5,684	004-2100-000.52-30	PROPERTY INSURANCE	5,358	5,358	5,358
329	395	415	004-2100-000.52-50	AUTOMOTIVE INSURANCE	431	431	431
2,074	1,076	3,758	004-2100-000.53-20	POSTAGE	2,000	2,000	2,000
7,057	7,127	7,916	004-2100-000.53-30	TELEPHONE	7,266	7,266	7,266
3,508	4,342	6,217	004-2100-000.58-10	TRAVEL, FOOD & LODGING	6,528	6,528	6,528
2,168	1,652	9,995	004-2100-000.58-50	TRAINING AND CONFERENCES	10,381	10,381	10,381
1,523	1,128	1,735	004-2100-000.58-70	MEMBERSHIPS/DUES/SUBS	2,091	2,091	2,091
18,717	16,048	27,899	004-2100-000.60-10	OFFICE SUPPLIES	29,294	29,294	29,294
1,715	1,297	2,441	004-2100-000.60-20	JANITORIAL SUPPLIES	12,441	12,441	12,441
3,101	8,144	11,753	004-2100-000.60-85	SPECIAL DEPT SUPPLIES	14,442	14,442	19,442
92,424	98,250	101,829	004-2100-000.64-20	LIBRARY BOOKS AND BIND	108,920	113,920	108,920
1,287	3,950	4,831	004-2100-000.64-30	LIBRARY PERIODICALS	5,073	5,073	5,073
9,082	20,190	19,857	004-2100-000.64-40	AUDIO/VISUAL MATERIALS	25,821	25,821	25,821
8,304	9,141	13,253	004-2100-000.64-80	COMPUTER SOFTWARE	14,322	14,322	14,322
102	1,270	5,750	004-2100-000.69-50	MISCELLANEOUS EXPENSES	750	750	750
7,101	7,077	197,232	004-2100-000.69-80	ASSETS < \$5000	270,600	276,961	276,961
251,736	274,515	580,214	TOTAL MATERIALS AND SERVICES		691,937	703,298	708,499

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget**

**LIBRARY FUND EXPENDITURES
(continued)**

FY13/14	FY14/15	FY15/16		Account	FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Account Number	Description	Proposed	Approved	Adopted
					Budget	Budget	Budget
43,032	76,903	979,035	004-2100-000.72-20	BUILDINGS	10,000	10,000	10,000
-	-	-	004-2100-000.74-20	VEHICLES	-	-	-
-	-	-	004-2100-000.74-30	FURNITURE AND FIXTURES	-	-	-
-	-	-	004-2100-000.74-40	OFFICE EQUIPMENT	-	-	-
59,424	-	-	004-2100-000.74-50	COMPUTER EQUIPMENT	-	-	-
102,456	76,903	979,035		TOTAL CAPITAL OUTLAY	10,000	10,000	10,000
968,111	948,947	2,257,793		TOTAL LIBRARY OPERATING DEPARTMENT	1,463,878	1,463,878	1,469,079
				OTHER USES			
36,432	36,942	70,957	004-9500-000.81-01	TO GENERAL FUND	86,133	86,133	86,133
2,189	2,237	2,394	004-9500-000.81-10	TO UNEMPLOYMENT FUND	2,432	2,432	2,432
38,621	39,179	73,351		TOTAL INTERFUND TRANSFERS	88,565	88,565	88,565
-	-	201,991	004-9500-000.88-00	CONTINGENCY	81,650	81,650	76,449
-	-	201,991		TOTAL CONTINGENCY	81,650	81,650	76,449
-	-	260,412	004-9500-000.88-01	RESERVE FOR FUTURE EXPENDITURES	-	-	-
-	-	558,513	004-9500-000.89-00	UNAPPROPRIATED ENDING BAL	618,156	618,156	618,156
-	-	818,925		TOTAL UNAPPROPRIATED	618,156	618,156	618,156
38,621	39,179	1,094,267		TOTAL OTHER USES DEPARTMENT	788,371	788,371	783,170
1,006,732	988,126	3,352,060		GRAND TOTAL LIBRARY FUND	2,252,249	2,252,249	2,252,249
1,068,992	1,251,474	-		LIBRARY FUND - REVENUES LESS EXPENSES	-	-	-

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget**

PUBLIC WORKS

Department:	Public Works	Number of Employees:	42
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.

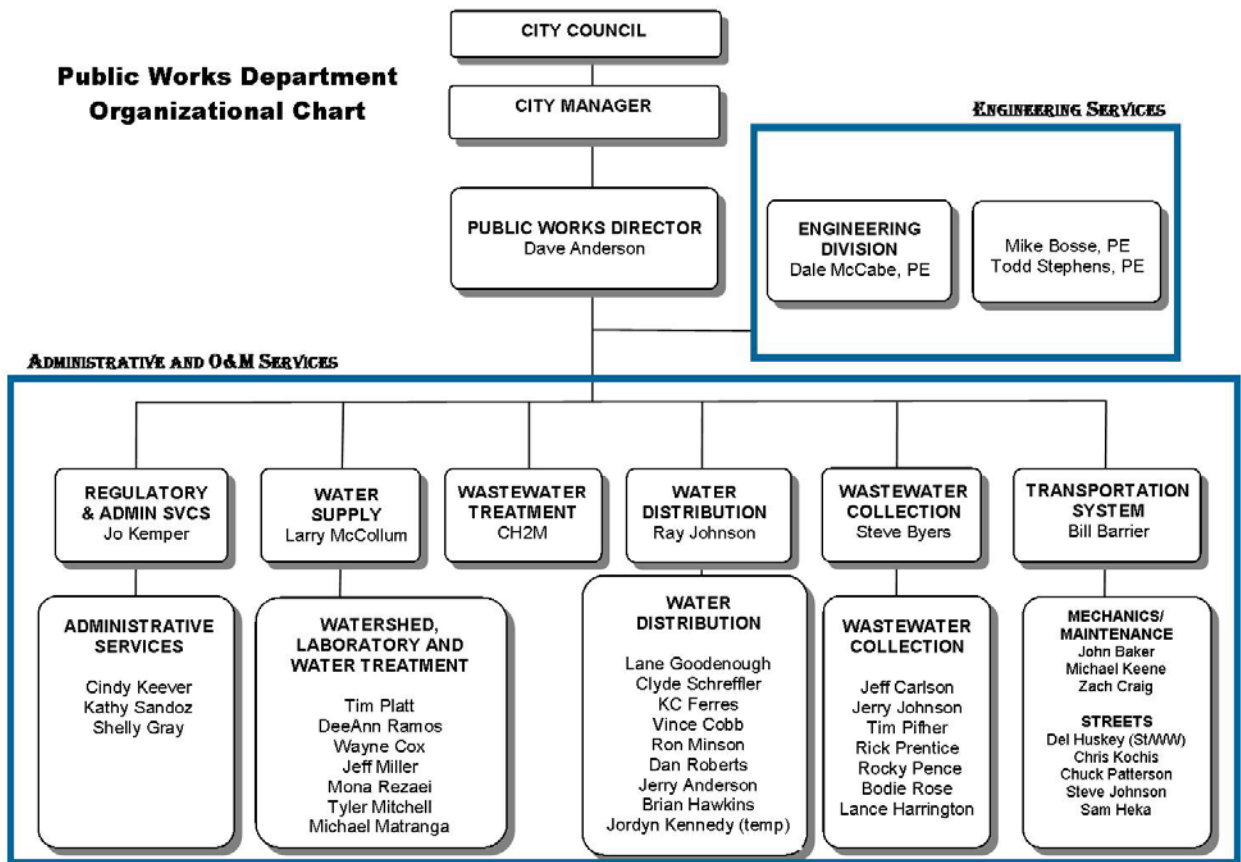
2016-17 Goals, Projects, and Highlights

- 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 within current funding limitations that focuses on improving surfaces of travel lanes using the most cost effective methods available.
- Complete final design engineering for the replacement of the Dog River Diversion Line and advertise a contract for construction of the project.
- Continue design engineering and begin construction for Wastewater Treatment Plant Expansion-2015 project consistent with Council direction including the generation of electrical power from methane gas.
- Complete the update to the City’s Transportation System Plan.
- Upgrade the City’s Water and Sewer SCADA system as critical replacement parts are no longer available for the existing system.
- Complete Phase 1 of a project to increase the capacity of the sanitary sewer main (in support of the Chenoweth Business Park) and install a storm water collection system in West 2nd Street, from Webber west to the cul-de-sac.
- Complete construction of the 18-inch diameter Port Industrial Water Main from Webber Street to near the intersection of River Road and River Trail Way.
- Complete an expansion of the Lone Pine Well to increase capacity from 2.6 to 4.3 million gallons per day.

2015-16 Accomplishments

- Implemented a “coaching-based” Observational Workplace Safety Program.
- In a year of record-low snow pack and drought conditions, met the water supply needs of the community through judicious use of surface water supplies and greater utilization of the City’s wells.

- Replanted 113,000 conifer trees into the burned areas of The Dalles Municipal Watershed following the 2013 Government Flat Complex Fire.
- Initiated work to update the City’s Transportation System Plan utilizing contracted services and public participation through a Technical Advisory Committee, Public Advisory Committee and Public Meetings.
- Continued National Environmental Protection Act [NEPA] studies and surveys for the replacement of the Dog River Diversion Line and supported US Forest Service analysis of the City’s “Proposed Action” for the project.
- Completed the in-house design for the Phase 1 West 2nd Street sanitary and storm sewer project.
- Obtained the easements and completed the in-house design for the 18-inch diameter Port Industrial Water Main.
- Contractually updated the design for the Lone Pine Well Enhancement project.
- Completed construction of a new storm water main and repaving on Thompson Street.
- Supported the transport of seven very large transformers through downtown for an upgrade occurring at the Celilo Substation.



3/2016

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.

2016-17 Goals, Projects and Highlights

- Perform survey and design, and prepare contract documents for:
 - 6th Street Improvements – street widening/curb/sidewalk/storm - Snipes to Hostetler if funding becomes available and project is initiated.
 - Complete the Design of New 18” Looped Waterline around the Industrial Properties at the Old NW Aluminum Plant Site, Sapa Site, and Old Rodeo grounds.
 - Complete the Design of the Sanitary Sewer upgrade and New Storm Sewer line on West 2nd Street in conjunction with the New 18” Looped Waterline Project.
 - Provide Surveying and Design for implementing Residential Infill Development Standards (development driven).
 - East Scenic Drive Stabilization, Phase II – Jefferson to Esther Way – Begin Street and Utility Design as time allows.
 - Begin investigations/studies into best intersection improvements at 10th & Cherry Heights.
 - Prepare designs for ADA ramps for connecting/continuing ADA corridors.
 - Alley between 10th and 11th Streets, Mt. Hood to Trevitt – 2" Galvanized Water Main Replacement.
 - Cherry Heights PRV Replacement/Water Main Intertie.
 - Cliff Street Sanitary Sewer Alternative Route Evaluation.
 - West 10th Street, Union to Mt. Hood – Sanitary Sewer Upgrade.
 - G Street, 12th Street to 15th Place – Sanitary Sewer Upgrade.
 - 8th Street, Garrison to Trevitt – Sanitary Sewer and Storm Sewer Upgrades.
 - Quinton Storm Line Upsize, 9th to 11th.
 - 4th and Laughlin, Sanitary Sewer Improvements.
 - ODOT Project – 3 Mile Creek Crossing – Protection of Existing Sanitary Sewer Main.
- Prepare plans and/or contract documents for:
 - 2016/17 Chip Sealing Contract,
 - 2016/17 Sanitary Sewer Rehabilitation (CIPP liner/Slipline) Project,
 - 6th Street Bridge Epoxy Repairs,
 - Sorosis Reservoir Painting Contract,
 - Columbia View Reservoir Painting Contract.
- Provide design oversight and/or construction inspection for:
 - Wastewater Treatment Plant – Phase I Improvements,

- Thompson Street Utility Upgrades and Surface Improvements,
 - Project Management of Transportation System Plan (TSP) Update,
 - Update Bicycle Master Plan in Coordination with the TSP Update – Serve as a member on the Bicycle Plan Advisory Committee,
 - Lone Pine Well Enhancements,
 - Relocation of Utilities for Downtown Redevelopment Projects,
 - Completion of Riverfront Trail,
 - Mill Creek Tunnel Flooding Analysis.
- Ongoing Miscellaneous Tasks:
 - Review and update City Standard Specifications – New ODOT/APWA updates.
 - Provide assistance and guidance to Public Works Field Crews.
 - Update Maps and GIS Information with As-Built information, sewer video information, 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.

2015-16 Accomplishments

- Performed survey and design, and prepared contract documents for:
 - West 2nd Street Utility Project – Sanitary Sewer Upsize and Storm Water Main Installation,
 - Begin Surveying and Design of New 18” Looped Waterline around the Industrial Properties at the Old NW Aluminum Plant Site,
 - Thompson Street Storm Drain Project – New Storm main, 10th to 19th Streets,
 - Federal, 9th to 10th Street, extend 6” Water Main,
 - 11th and Thompson – Waterline Replacement,
 - ODOT Project – 3 Mile Creek Sanitary Sewer Crossing – Design Coordination with ODOT’s new 3 Mile Creek Bridge,
 - Investigation for Cherry Heights Intertie Options.
- Prepared plans and contract documents for:
 - 2015-16 Crack Seal Contract,
 - 8th and Bridge – Sanitary Sewer/Storm Sewer Upgrades,
 - 11th and Bridge – Sanitary Sewer Upgrade,
 - City Specifications and Standard Drawing Update (City Revised ODOT/APWA Specifications and Standard Detail Drawings).
- Provided design oversight and/or construction inspection for:
 - Wastewater Treatment Plant – Phase I Design/Build,
 - Project Management for Transportation System Plan Update and Traffic Demand Model,
 - Bicycle Advisory Committee member,
 - Completion and Final Acceptance of East Scenic Drive Stabilization Phase I Project,
 - City/Wasco County Library – Review of Value Engineering and Drainage/Sanitary Sewer

issues,

- Columbia Gorge Industrial Subdivision Completion and Final Acceptance,
- New Waterline for fire flows in the Columbia Gorge Industrial Subdivision,
- New Sanitary Sewer Main for Lock Heed Martin,
- Plan Review for all Development Projects received by the Planning Department.

Major Issues to be resolved in the next 5 years

- Work toward getting Utilities extended into the Eastern and Western portions of the City.
- Work toward getting street grades and storm sewer trunk lines designed so that as development projects occur, infrastructure improvements can occur with the development (Infill development).
- Continue working on Completing Capital Improvement Projects as outlined in the City's Master Plans.
- Develop City-wide intersection signalization plan.
- Continue updating system models provided with each water, wastewater, and storm sewer Master Plan with as-built information when projects are completed.
- Continue working toward creating ADA corridors throughout the City.
- Continue working toward getting sidewalk segments completed to create safe routes for pedestrian access around town, in particular for safe routes to schools.
- Continue exploring options for new fill sites for City-generated spoils material.
- Complete City of The Dalles Engineering Standards.

REGULATORY COMPLIANCE SERVICES

Description

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

2016-17 Goals, Projects, and Highlights

- Conduct Columbia River pH monitoring to support renewal of the City's NPDES discharge permit for the Wastewater Treatment Plant.
- 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.
- Update and address training requirements for the Water System and Wastewater Emergency Response Plans.
- Update written Department safety programs and provide associated training to all employees.
- Conduct systematic Job Safety Analyses on Department work activities.
- Implement a safe behavior observation and feedback program.

2015-16 Accomplishments

- 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, which expired Sept 2013; issuance of renewed permit is pending DEQ action.
- Completion and employee training of the revised written Hazard Communication Program, which was updated to include the new requirements of the Globally Harmonized System for hazard identification and classification.
- Conducted monthly safety committee meetings and performed quarterly site safety inspections of Public Works facilities.
- Implemented use of a new employee suggestion form to improve tracking and resolution of safety suggestions.
- Purchased and installed a digital scoreboard to visibly track and raise awareness to the number of days since the last lost time accident.
- Upgraded the front office to include two standing work stations to offer healthier, more ergonomic workstations.
- Provided first aid, AED, and CPR training for all Department employees.
- Coordinated annual audiometric testing and hearing conservation training for all Department employees.
- Industrial Pretreatment Program:
 - Administered ongoing permits for two Significant Industrial Users (AmeriTies West and Design LLC), as well as Chenoweth Water PUD, Sapa Extrusions (Formerly NW Aluminum

Specialties), Columbia PhytoTechnology, Copa Di Vino Winery, AAA Metal Fabrication and Polehn Farms.

- Assisted two prospective brewing industries and one cidery through the wastewater survey process.
- Prepared Industrial Pretreatment invoice requests, totaling \$201,574 for 2015.
- Prepared a Corrective Action Plan and Implementation Schedule in response to the deficiencies identified in the Pretreatment Compliance Audit recently conducted by DEQ.
- Community outreach activities:
 - Provided 17th annual Water Quality Report to all water customers as required by EPA.
 - Organized the Public Works booth for the Cherry Festival with information on water conservation, water meters, fats oils and grease (FOG), sewer video capabilities, and unflushable materials.
 - Prepared news releases for Department projects.
 - Prepared doorhangers to provide information to residents regarding neighborhood water, sewer and paving projects.
- Assured compliance with DEQ's Sanitary Sewer Overflow regulations, reporting four events of treatment plant bypass in 2015, three caused by electrical failures or issues, and one caused by a large rain event.
- Issued notices of violations for illicit discharges to the storm water and sanitary sewer systems.
- Continued routine updates to Emergency Response Plans for Water and Wastewater in order to keep contact information current.
- Assured compliance with all state Drinking Water Program requirements for water testing and reporting, including completion of Unregulated Contaminant Monitoring Rule Number 3.
- Handled hazardous materials management, sent unneeded chemicals to collection events, tracked recycled scrap metal, solvent, antifreeze and used oil, and reported to DEQ and the State's Fire Marshal.
- Transferred representation on the Tri-County Hazardous Waste and Recycling Program Steering Committee to Councilwoman Miller.
- Provided oversight of the Department's Commercial Driver's License (CDL) records, and assisted with tracking water/wastewater operator certifications and continuing education and training requirements.
- Provided administration of the City's Drug and Alcohol Program.
- Served as City-Wide Safety Committee Coordinator, conducting monthly meetings of representatives from the five City work locations.

Major Issues to be resolved in the next 5 years

- Preparation and implementation of a Mercury Minimization Plan as required by the City's NPDES permit for the Wastewater Treatment Plant.
- Careful ongoing review of Wastewater Treatment effluent test results and the resulting Reasonable Potential Analysis, which will identify Pollutants of Concern in the City's discharge to the river for future permit limits.
- Continue to develop a culture of safety at Public Works in which individuals hold safety as a value, not just a priority.

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.

2016-17 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.

2015-16 Accomplishments

- Provided coordination for the 28th annual Community Cleanup event.
- Used the Internet Tickets (ITIC) locate system to track 965 locate requests (36% increase), and provided monthly Locate Report to Oregon Underground Coordinating Council (OUCC).
- 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 eight Department projects.
- Performed departmental personnel functions, including Personnel Action Forms as needed for Public Works employees.
- Logged and tracked approximately 16 field utility verifications, 35 building permits, 6 physical constraints/cut & fill permits, 3 property line adjustments, 25 plat maps and plans, and 2 miscellaneous permits for processing through the Public Works and Planning Departments (60% increase from last year).
- Issued 43 Street/Sidewalk Closure permits, 20 Banner permits and 39 Right-of-Way Construction permits.
- Helped 852 people with the newly implemented (as of March of 2015, ¾ of year) visitor log-in procedure at Public Works.
- Provided clerical and administrative support for the monthly City of The Dalles Traffic Safety Commission meetings.
- Assisted in refining the tracking of vehicle maintenance and sign costs.
- 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 employees with insurance and retirement providers.
- Provided liaison services with the phone and alarm companies, and computer IT service.
- Provided updated City Specifications to area contractors and plan holders.

Major Issues to be resolved in the next 5 years

- Provide training for appropriate personnel on the applications associated with the HTE/Finance Department programs, as well as any new asset management or computer maintenance management software that may be put into use.

- Continue to analyze procedures, duties and responsibilities to see that personnel, equipment and daily functions perform efficiently and accurately.
- Continue to obtain training to maintain a high level of skill and knowledge in the increasingly technical and complex business world.

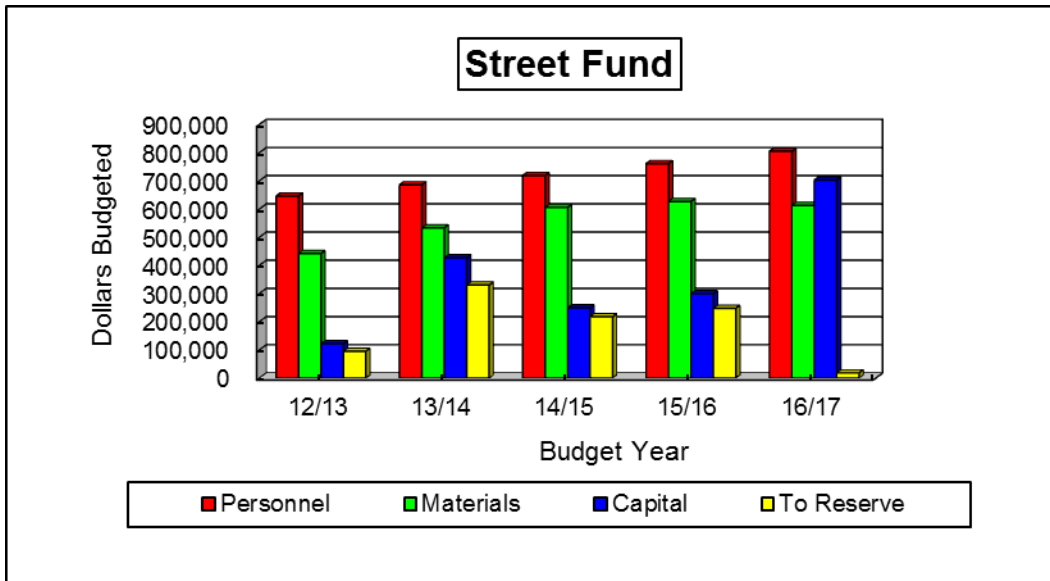
**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget
PUBLIC WORKS SUMMARY**

FY13/14	FY14/15	FY15/16		FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Revenue/Cost Centers	Proposed	Approved	Adopted
				Budget	Budget	Budget
9,839,785	11,239,272	12,256,126	BEGINNING BALANCE	14,419,045	14,419,045	14,419,045
12,279,521	13,257,282	13,203,505	REVENUES	13,371,291	13,371,291	13,371,291
4,218,524	4,978,231	5,529,307	OTHER SOURCES	13,994,516	13,994,516	13,994,516
26,337,830	29,474,784	30,988,938	TOTAL RESOURCES	41,784,852	41,784,852	41,784,852
1,268,573	1,176,443	1,771,503	STREET OPERATIONS	2,119,572	2,106,567	2,107,514
409,214	392,471	400,501	PUBLIC WORKS RESERVE FUND	453,500	453,500	453,500
8,111	795,107	1,396,509	STREET/BRIDGE REPLACEMENT FUND	1,082,869	1,082,869	1,082,869
1,125,470	1,241,855	1,406,559	WATER TREATMENT	1,436,060	1,421,036	1,421,036
1,737,637	1,587,009	1,980,248	WATER DISTRIBUTION	2,006,202	1,984,549	1,985,496
481,114	294,052	4,107,712	WATER DEPT CAPITAL RESERVE FUND	12,201,938	12,201,938	12,201,938
2,556,298	2,598,888	3,010,495	WASTE WATER FUND	3,150,586	3,129,300	3,130,247
227,983	780,307	3,596,082	SEWER SPECIAL RESERVE FUND	2,286,786	2,286,786	2,286,786
98,647	32,584	5,425,882	SEWER PLANT CONST	8,289,687	8,289,687	8,289,687
7,913,046	8,898,716	23,095,491	TOTAL EXPENDITURES	33,027,200	32,956,232	32,959,073
233,952	238,378	238,379	DEBT SERVICE	238,380	238,380	238,380
6,963,464	7,404,107	7,305,335	TRANSFER OUT	8,415,158	8,415,158	8,415,158
-	-	349,733	CONTINGENCY	104,114	175,082	172,241
7,197,416	7,642,485	7,893,447	TOTAL OTHER USES	8,757,652	8,828,620	8,825,779
15,110,462	16,541,202	30,988,938	TOTAL EXPENDS & OTHER USES	41,784,852	41,784,852	41,784,852
11,227,368	12,933,582	-	FUND TOTAL	-	-	-

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget**

STREET FUND

Fund:	Street (005)	Number of Employees:	5 dedicated
Department:	Public Works		12 shared / 7.50 FTE
Program:	Street		



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

Description

The Street Division manages the operation and maintenance of 68 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. July 2016 it is anticipated that 14 miles of paved roadways will be added to our inventory within the city limits. The Division is also given the responsibility for Public Works fleet management and has close ties to City-owned building and grounds maintenance.

2016-17 Goals, Projects, and Highlights

- Complete identified capital and O&M improvements, using in-house engineering when needed, to provide cost-effective, affordable projects.
- Support efforts to develop and implement Street Division funding sufficient to meet the maintenance needs of the City's deteriorating transportation systems.
- Patch street surfaces after utility work is complete.
- Continue a preventive maintenance program that focuses on asphalt inlays, overlays, crack sealing and chip seals to salvage failing streets.
- Help Engineering Division solve drainage issues throughout the City.
- Provide curb/sidewalk installation and replacement in accordance with ADA requirements.

- Provide service for increasing street lighting, paint striping, signage, and delineation.
- Provide maintenance for the newly acquired 14 miles of roadway surfaces.
- Continue to provide annual fleet and equipment evaluations to maximize reliability and value.
- Implement a vigorous noxious weed abatement program using public information releases and contractual services, including spray control of Puncturevine and Alantiss trees in and along City rights-of-ways.
- Provide assistance to increasing community events.
- Provide assistance with Traffic Safety Issues.
- Oversee the sweeping efforts to provide a clean and inviting city, safe bike lanes, and protection of storm water systems.
- Maintain landscaped triangles and pocket parks.
- Work closely with codes enforcement to resolve issues.
- Work with home owners on many tree and sidewalk issues.

2015-16 Accomplishments

- Completed the annual center line striping.
- Thin Mix Overlaid West 2nd Street from Cherry Heights westbound approximately 1,000 ft.
- Patched 106 utility service cuts.
- Patched street deteriorations with 3,058.5 labor hours.
- Crack sealed 12.7 miles of City streets in-house with City crews.
- Contractually crack sealed approximately 15 miles of City streets.
- Completed projects:

Profiled and paved the following streets totaling 1.3 miles:

- West 6th/ 3rd Place
- West 10th St, Mt Hood to Mill Creek
- East 10th St, Union Street to Kelly Avenue
- Court St, 3rd to 10th
- East 10th St, Lewis to Dry Hollow
- Monroe St, alley to 3rd
- West 15th St, Trevitt to Garrison with 2 new ADA ramps and Cement Treated Base (CTB)
- 4th St, 3rd Place thru Jefferson profile pave
- Union St, 3rd to 4th - reconstructed after water main break and repaved
- Thompson St, 10th to 19th with CTB

Chip sealed the following City streets with County application totaling 3.3 miles:

- W 14th St
- Old Dufur Road
- Columbia View Drive
- Brentwood Drive
- Cherry Heights
- Washington St
- Scenic Drive

- Re-surfaced 9th Street bridge deck
- Replaced double entry gate into PW yard
- Built new stub of East 15th with development.
- Provided funding and assistance to complete chip sealing on 6.7 miles of County Roads inside the City Limits.
- Completed approximately 20% of the grading needed.
- Provided annual equipment/fleet evaluations and administered public works fleet maintenance program.
- Continued annual weed abatement spray program.
- Completed an evaluation of retro-reflectivity of street signs and replaced deficient signs.
- Installed signage in numerous locations with attention to deficient areas for motorist safety.
- Administered Fleet Procurements from the Department's Capital Improvement Plan.
- Finished and capped the 9th street fill site owned by Wasco County.
- Built and installed pedestrian benches at 3 sites.
- Worked with all area utilities and contractors on permitting of right-of-way work.
- Provided support to General Fund building and grounds efforts, traffic counts for engineering studies, and input for Urban Renewal activities.
- Provided staff support for Traffic Safety Commission Issues and resolutions.
- Responded to and assisted with Codes Enforcement and City Development issues.
- Sanded and plowed in two moderate winter storm events.
- Assisted with 13 community functions including: parades, rodeo, events, bicycle races, community cleanup, street festivals, and car cruise.
- Installed street banners for various events throughout the year.
- Procured, developed, and initiated fill material sites around the City for disposal of materials generated by construction activities.
- Installed and maintained all traffic signage throughout the City.
- Processed asphalt grindings generated from profile pave projects onto the City's gravel streets and alleyways.

Major Issues to be resolved in the next 5 years

- Find viable funding mechanisms to sustain adequate street maintenance and service levels as our community continues to expand in growth and needs.
- Continue to plan for and fund upgrades to an aging fleet.

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget
STREET FUND SUMMARY**

FY13/14	FY14/15	FY15/16		FY16/17 Proposed	FY16/17 Approved	FY16/17 Adopted
<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Revenue/Cost Centers</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
1,449,198	1,641,648	1,533,666	BEGINNING BALANCE	1,423,880	1,423,880	1,423,880
1,386,852	2,055,387	1,701,410	REVENUES	2,041,748	2,041,748	2,041,748
1,029,764	767,247	834,307	OTHER SOURCES	468,516	468,516	468,516
3,865,814	4,464,282	4,069,383	TOTAL RESOURCES	3,934,144	3,934,144	3,934,144
1,268,573	1,176,443	1,771,503	STREET OPERATIONS	2,119,572	2,106,567	2,107,514
409,214	392,471	400,501	PUBLIC WORKS RESERVE FUND	453,500	453,500	453,500
8,111	795,107	1,396,509	TRANSPORTATION SYS RESERVE FUND	1,082,869	1,082,869	1,082,869
1,685,898	2,364,021	3,568,513	TOTAL EXPENDITURES	3,655,941	3,642,936	3,643,883
-	-	-	CHARGES FOR SERVICES	-	-	-
538,267	428,897	484,557	TRANSFER OUT	256,087	256,087	256,087
-	-	16,313	CONTINGENCY	22,116	35,121	34,174
-	-	-	UNAPPROPRIATED ENDING BAL	-	-	-
538,267	428,897	500,870	TOTAL OTHER USES	278,203	291,208	290,261
2,224,164	2,792,918	4,069,383	TOTAL EXPENDS & OTHER USES	3,934,144	3,934,144	3,934,144
1,641,649	1,671,364	-	FUND TOTAL	-	-	-

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget**

STREET FUND

FY13/14	FY14/15	FY15/16		Account	FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
REVENUES							
674,640	438,926	359,718	005-0000-300.00-00	BEGINNING BALANCE	452,667	452,667	452,667
-	80,988	81,402	005-0000-318.20-00	NORTHWEST NATURAL	81,402	81,402	81,402
449,660	476,807	498,814	005-0000-319.40-00	LOCAL 3 CENT FUEL TAX	490,000	490,000	490,000
-	-	-	005-0000-331.90-00	FEDERAL GRANTS-MISC	42,513	42,513	42,513
825,100	835,292	832,610	005-0000-335.40-00	STATE MOTOR VEH FND	834,177	834,177	834,177
-	-	8,406	005-0000-337.10-00	URBAN RENEWAL	-	-	-
-	-	-	005-0000-337.70-00	CHENOWITH PUD	-	-	-
-	0	-	005-0000-341.80-00	COPIES, PLANS, ORD'S	-	-	-
1,649	1,689	500	005-0000-341.90-00	MISC SALES AND SRVCE	500	500	500
8,605	15,349	17,500	005-0000-348.00-00	INTERDEPARTMENTAL REVENUE	24,500	24,500	24,500
1,405	1,210	1,000	005-0000-361.00-00	INTEREST REVENUES	1,000	1,000	1,000
317	1,692	500	005-0000-369.00-00	OTHER MISC REVENUES	500	500	500
-	-	150,000	005-0000-391.01-00	FROM GENERAL FUND	150,000	150,000	150,000
143,469	161,095	170,056	005-0000-391.51-00	WATER UTILITY FUND	168,426	168,426	168,426
140,919	147,875	151,867	005-0000-391.55-00	WASTEWATER UTILITY	152,090	152,090	152,090
-	9	-	005-0000-392.00-00	SALE OF FIXED ASSETS	-	-	-
2,245,766	2,160,932	2,272,373	TOTAL STREET FUND REVENUES		2,397,775	2,397,775	2,397,775
EXPENDITURES							
365,073	361,604	427,521	005-0500-000.11-00	REGULAR SALARIES	438,890	438,890	438,890
7,676	23,664	33,060	005-0500-000.12-00	PARTTIME/TEMP SALARIES	36,060	36,060	36,060
13,601	12,302	24,245	005-0500-000.13-00	OVERTIME SALARIES	24,445	24,445	24,445
100,521	92,800	117,562	005-0500-000.21-10	MEDICAL INSURANCE	155,916	142,911	142,911
2,543	2,538	2,693	005-0500-000.21-20	L-T DISABILITY INSURANCE	2,765	2,765	2,765
392	364	415	005-0500-000.21-30	LIFE INSURANCE	415	415	415
31,359	34,884	54,685	005-0500-000.21-40	WORKERS COMP INSURANCE	50,507	50,507	50,507
28,605	29,614	37,089	005-0500-000.22-00	FICA	38,204	38,204	38,204
47,985	48,321	56,616	005-0500-000.23-00	RETIREMENT CONTRIBUTIONS	51,430	51,430	51,430
2,355	2,463	5,726	005-0500-000.28-00	VEBA CONTRIBUTIONS	5,867	5,867	5,867
125	84	126	005-0500-000.29-00	OTHER EMPLOYEE BENEFITS	65	65	65
600,235	608,638	759,738	TOTAL PERSONNEL SERVICE		804,564	791,559	791,559
10.5	8.5	7.5	Total Full-Time Equivalent (FTE)		7.5	7.5	7.5
21,922	13,098	21,006	005-0500-000.31-10	CONTRACTUAL SERVICES	22,419	22,419	22,419
9,221	9,648	9,472	005-0500-000.31-40	WASCO CO COMMUNICATIONS	10,000	10,000	10,947
-	-	1,000	005-0500-000.34-10	ENGINEERING SERVICES	1,000	1,000	1,000
5,909	7,122	6,233	005-0500-000.34-30	COMPUTER SERVICES	5,833	5,833	5,833
-	-	-	005-0500-000.34-50	SPECIAL STUDIES & REPORTS	-	-	-
2,945	4,297	6,090	005-0500-000.41-10	WATER & SEWER	6,110	6,110	6,110
2,098	4,400	5,550	005-0500-000.41-20	GARBAGE SERVICES	5,550	5,550	5,550
4,794	4,291	6,183	005-0500-000.41-30	NATURAL GAS	6,183	6,183	6,183
4,228	4,032	5,130	005-0500-000.41-40	ELECTRICITY	5,130	5,130	5,130
91,097	91,210	94,608	005-0500-000.41-50	STREET & TRAFFIC LIGHTING	94,854	94,854	94,854
7,600	7,595	7,980	005-0500-000.42-00	JANITORIAL SERVICES	7,980	7,980	7,980
7,757	5,191	9,908	005-0500-000.43-10	BUILDINGS AND GROUNDS	16,080	16,080	16,080
57	-	1,200	005-0500-000.43-20	COMPUTERS	1,200	1,200	1,200
1,282	114	1,635	005-0500-000.43-30	RADIO EQUIPMENT	1,285	1,285	1,285
79	83	500	005-0500-000.43-40	OFFICE EQUIPMENT	500	500	500
8,676	4,034	12,150	005-0500-000.43-45	JOINT USE OF LABOR/EQUIP	11,781	11,781	11,781
38,604	57,224	54,973	005-0500-000.43-50	VEHICLES	51,612	51,612	51,612
36,365	27,345	36,550	005-0500-000.43-51	GAS/OIL/DIESEL/LUBRICANTS	33,355	33,355	33,355
15,992	20,805	14,011	005-0500-000.43-52	TIRES AND TIRE REPAIRS	12,785	12,785	12,785
7,836	11,276	8,159	005-0500-000.43-70	GENERAL EQUIPMENT	9,994	9,994	9,994
240	369	800	005-0500-000.43-71	SPCL UTILITY EQUIPMENT	1,329	1,329	1,329
5,348	5,968	7,071	005-0500-000.43-80	SHOP EQUIPMENT	8,541	8,541	8,541

STREET FUND (continued)

FY13/14	FY14/15	FY15/16		Account	FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
225	202	800	005-0500-000.43-81	SERVICE PICKUP TOOLS	1,420	1,420	1,420
382	681	436	005-0500-000.43-87	UTILITIES LOCATES	436	436	436
4,758	240	640	005-0500-000.44-20	RENTAL OF EQUIPMENT	3,000	3,000	3,000
5,976	7,711	7,824	005-0500-000.52-10	LIABILITY INSURANCE	8,616	8,616	8,616
6,289	6,321	7,173	005-0500-000.52-30	PROPERTY INSURANCE	6,761	6,761	6,761
6,462	7,759	8,536	005-0500-000.52-50	AUTOMOTIVE INSURANCE	9,352	9,352	9,352
-	-	1,500	005-0500-000.52-60	INSURANCE DEDUCTIBLES	1,500	1,500	1,500
233	223	470	005-0500-000.53-20	POSTAGE	520	520	520
6,720	8,367	8,550	005-0500-000.53-30	TELEPHONE	9,350	9,350	9,350
-	235	600	005-0500-000.53-40	LEGAL NOTICES	450	450	450
290	254	407	005-0500-000.53-60	PUBLIC EDUCATION/INFO	407	407	407
480	1,822	750	005-0500-000.54-00	ADVERTISING	1,100	1,100	1,100
9	392	1,215	005-0500-000.55-00	PRINTING AND BINDING	1,215	1,215	1,215
2,574	130	150	005-0500-000.57-00	PERMITS	350	350	350
194	186	1,750	005-0500-000.58-10	TRAVEL, FOOD & LODGING	1,850	1,850	1,850
8,863	9,387	10,328	005-0500-000.58-50	TRAINING AND CONFERENCES	13,808	13,808	13,808
690	611	1,092	005-0500-000.58-70	MEMBERSHIPS/DUES/SUBS	876	876	876
2,559	2,126	3,148	005-0500-000.60-10	OFFICE SUPPLIES	3,413	3,413	3,413
2,293	1,866	2,200	005-0500-000.60-20	JANITORIAL SUPPLIES	2,200	2,200	2,200
2,080	1,917	2,858	005-0500-000.60-80	CLOTHING	3,080	3,080	3,080
4,152	6,484	5,029	005-0500-000.60-85	SPECIAL DEPT SUPPLIES	5,972	5,972	5,972
182	1,400	2,120	005-0500-000.60-86	CHEMICAL/LAB SUPPLIES	2,650	2,650	2,650
47,175	72,568	236,327	005-0500-000.60-87	STREET CONST SUPPLIES	211,938	211,938	211,938
610	89	1,055	005-0500-000.64-10	BOOKS AND PERIODICALS	930	930	930
834	-	-	005-0500-000.64-80	COMPUTER SOFTWARE	-	-	-
-	-	-	005-0500-000.69-50	MISCELLANEOUS EXPENSES	-	-	-
8,371	1,768	10,841	005-0500-000.69-80	ASSETS < \$5000	7,660	7,660	7,660
384,453	410,839	626,008	TOTAL MATERIALS AND SERVICES		612,375	612,375	613,322
-	-	5,667	005-0500-000.72-20	BUILDINGS	47,513	47,513	47,513
-	-	-	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	-	-	-
16,173	-	-	005-0500-000.74-50	COMPUTER EQUIPMENT	-	-	-
267,712	-	-	005-0500-000.74-90	EQUIPMENT, OTHER	-	-	-
-	156,966	380,090	005-0500-000.75-10	CAPITAL PROJECTS	655,120	655,120	655,120
283,885	156,966	385,757	TOTAL CAPITAL OUTLAY		702,633	702,633	702,633
1,268,573	1,176,443	1,771,503	TOTAL STREET OPERATIONS		2,119,572	2,106,567	2,107,514
			OTHER USES				
146,328	149,945	175,497	005-9500-000.81-01	TO GENERAL FUND	175,938	175,938	175,938
30,047	67,547	145,945	005-9500-000.81-09	TO PUBLIC WKS RESV FUND	18,000	18,000	18,000
2,041	2,182	2,138	005-9500-000.81-10	TO UNEMPLOYMENT FUND	2,375	2,375	2,375
300,000	150,000	101,439	005-9500-000.81-13	TO TRANSPORTATION SYSTEM FUND	-	-	-
59,851	59,223	59,538	005-9500-000.81-43	TO FFCO 2008 DEBT SVC FUND	59,774	59,774	59,774
538,267	428,897	484,557	TOTAL OPERATING TRANSFERS OUT		256,087	256,087	256,087
-	-	16,313	005-9500-000.88-00	CONTINGENCY	22,116	35,121	34,174
-	-	16,313	TOTAL CONTINGENCY		22,116	35,121	34,174
538,267	428,897	500,870	TOTAL OTHER USES		278,203	291,208	290,261
1,806,840	1,605,340	2,272,373	GRAND TOTAL STREET FUND EXPENSES		2,397,775	2,397,775	2,397,775
438,926	555,592	-	STREET FUND - REVENUES LESS EXPENSES		-	-	-

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget**

PUBLIC WORKS RESERVE FUND

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

FY13/14	FY14/15	FY15/16		Account	FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
REVENUES							
155,954	192,904	139,056	009-0000-300.00-00	BEGINNING BALANCE	304,700	304,700	304,700
788	643	500	009-0000-361.00-00	INTEREST REVENUES	800	800	800
-	35,000	-	009-0000-369.00-00	OTHER MISC REVENUES	-	-	-
30,047	67,547	145,945	009-0000-391.05-00	STREET FUND	18,000	18,000	18,000
23,500	6,000	50,000	009-0000-391.51-00	WATER UTILITY FUND	50,000	50,000	50,000
290,000	234,721	65,000	009-0000-391.55-00	WASTEWATER FUND	80,000	80,000	80,000
-	-	-	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	-	-	-
101,829	-	-	009-0000-393-10.00	LOAN /BOND PROCEEDS	-	-	-
602,118	536,815	400,501	TOTAL PUBLIC WORKS RESERVE FUND REVENUES		453,500	453,500	453,500
EXPENDITURES							
-	-	-	009-9000-000.74-10	MACHINERY	-	-	-
409,214	392,471	400,501	009-9000-000.74-20	VEHICLES	453,500	453,500	453,500
409,214	392,471	400,501	TOTAL CAPITAL OUTLAY		453,500	453,500	453,500
409,214	392,471	400,501	GRAND TOTAL PUBLIC WORKS RESERVE EXPENSES		453,500	453,500	453,500
192,904	144,344	-	PUBLIC WORKS RESERVE FUND - REVENUES LESS EXPENSES		-	-	-

TRANSPORTATION SYSTEM RESERVE FUND

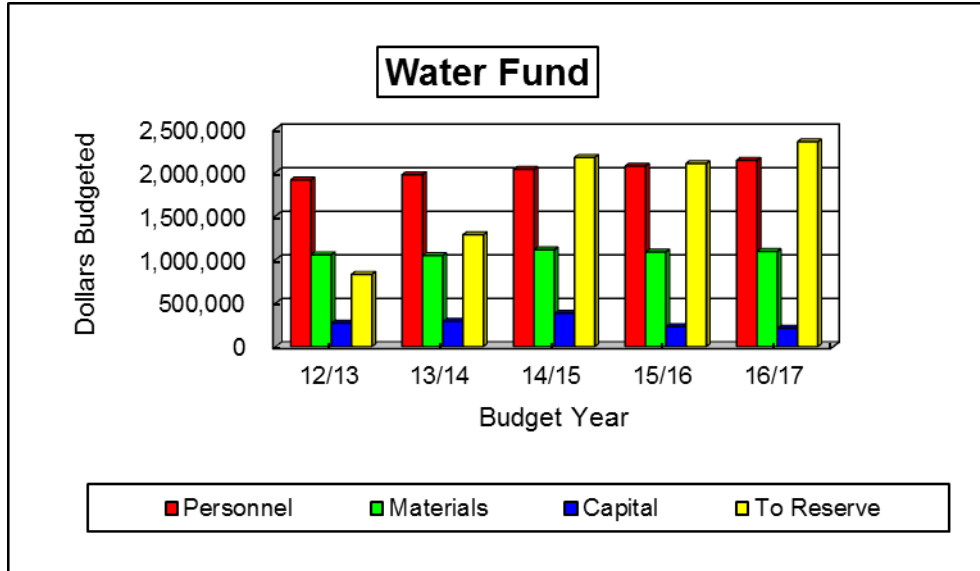
Established by Res. 11-017 (06/13/11) – Review by 06/13/21)

FY13/14	FY14/15	FY15/16		Account	FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
REVENUES							
618,605	1,009,818	1,034,892	013-0000-300.00-00	BEGINNING BALANCE	666,513	666,513	666,513
-	566,438	156,678	013-0000-331.11-00	FAU EXCHANGE FUNDS	313,356	313,356	313,356
-	-	-	013-0000-331.90-00	FEDERAL GRANTS - MISC	-	-	-
95,479	35,334	100,000	013-0000-344.20-10	CONNECT CHRGS/ TRANS SDC	100,000	100,000	100,000
3,846	4,944	3,500	013-0000-361.00-00	INTEREST REVENUES	3,000	3,000	3,000
300,000	150,000	101,439	013-0000-391.05-00	STREET FUND	-	-	-
1,017,930	1,766,535	1,396,509	TOTAL TRANSPORT SYS RSRV FUND REVENUES		1,082,869	1,082,869	1,082,869
EXPENDITURES							
8,111	745,107	1,392,399	013-1400-000.75-10	CAPITAL PROJECTS	1,082,869	1,082,869	1,082,869
8,111	745,107	1,392,399	TOTAL CAPITAL OUTLAY		1,082,869	1,082,869	1,082,869
INTERFUND TRANSFERS							
-	50,000	4,110	013-9500-000.18-00	TO SPECIAL GRANTS FUND	-	-	-
-	-	-	013-9500-000.37-00	TO CAPITAL PROJECT FUND	-	-	-
-	50,000	4,110	TOTAL INTERFUND TRANSFERS		-	-	-
8,111	795,107	1,396,509	GRAND TOTAL TRANSPORT SYS RSRV FUND EXPENSES		1,082,869	1,082,869	1,082,869
1,009,819	971,428	-	TRANSPORT SYS RSRV FUND - REVENUE LESS EXPENSES		-	-	-

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget**

WATER FUND

Fund:	Water (050)	Number of Employees: 17 dedicated
Department:	Public Works	11 shared / 21.84 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 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 Water Treatment program work is performed by seven Oregon-Certified Water Treatment Operators and one division manager.

2016-17 Goals, Projects and Highlights

- Complete final design engineering for the replacement of the Dog River Diversion Line and advertise a contract for construction of the project.
- Continue to participate in and apply optimization principles of Partnership for Safe Water.
- Work toward approval of new Department of Environmental Quality (DEQ) permit for discharge

of filter backwash water.

- Complete the upgrade of the filter effluent and backwash flow meters at the Wicks Water Treatment Plant from prop meters to more accurate magnetic meters.
- Implement design and repairs to the bridge at the base of the Crow Creek Dam.
- Continue the process to obtain OR-OSHA Safety and Health Achievement Recognition Program (SHARP) rating.

2015-16 Accomplishments

- Designed and implemented a method for bulk loading of media into the filters that is much safer for the operators.
- Implemented several safety upgrades in the process of working toward OR-OSHA SHARP recognition.
- Completed repairs to the Dog River and Crow Creek Dam cabins utilizing in-house resources to come in significantly under the contractor-based budget estimate.
- Continued to participate in and apply optimization principles of Partnership for Safe Water.
- Continued work on environmental permitting for the Dog River Diversion Pipeline replacement project.
- Worked toward a new DEQ permit for discharge of filter backwash water.

Major Issues to be resolved in 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.
- 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 the baffling in the flocculation and sedimentation basins.
- Replace the 60 year-old Washwater Reservoir at the Wicks Water Treatment Plant.

WATER DISTRIBUTION

Description

The City of The Dalles drinking water distribution system includes 3 deep wells, 5 storage reservoirs, 3 booster pumping stations, 100 miles of water lines, 16 separate service/pressure zones incorporating 62 pump control valves, over 700 fire hydrants, 4,911 water meters and 5 ground water (dewatering) well systems. The Water Distribution Division, made up of a crew of eight Oregon-Certified Water Distribution Operators and one division manager are responsible for providing an uninterrupted supply of clean, safe drinking water for the citizens and businesses of the City of The Dalles. Operations, maintenance, monitoring and most upgrading projects are performed by the Water Distribution Division crew. The City's Cross Connection Control (backflow) 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 infrastructure after-hours emergency.

2016-17 Goals, Projects, and Highlights

- Ensure protection of public health through water quality monitoring, water quality investigations, backflow protection, system maintenance, and assurance of adequate fire flow.
- Monitor Federal and State drinking water regulation changes and make necessary adjustments and/or improvements required to keep the water system in compliance.
- Continue the annual residential water meter replacement program, replacing 8% (approximately 400) residential water meters with new meters each year.
- Continue the Pressure Reducing Valve (PRV)/Pump Control Valve maintenance program at a level of rehabilitating twelve (12) PRV stations per year.
- Replace galvanized laterals and upgrade main lines for system improvement and in advance of street paving projects.
- Formalize a main line valve exercise program.
- Continue to administer our Cross Connection Control Program in a manner that ensures that our drinking water remains safe after it enters the distribution system.
- Install a new 18” water main that will complete a looped system through the Port area that will provide adequate flows for fire protection and industrial growth.
- Increase water production capacity by completing the Lone Pine Well Enhancement Project.

2015-16 Accomplishments

- Implemented an “Improved Safety Culture Program” that resulted in a reduction of on the job injuries.
- Worked with contractors to review plans, pressure test, flush and chlorinate and inspect new water main and service line installations for Thompson Pool Project, Steelhead 1 Project, Columbia Gorge Industrial Center Project and the Heritage Heights Project.
- Performed approximately 35 utility locates per week, including water lines, sanitary sewer lines, storm lines and Q-life underground fiber optics lines.
- Repaired a total of 23 main line, transmission line and service line water leaks.
- Addressed all emergency water problems including main breaks, service line leaks and customer turn offs within 24 hours and with minimal customer impact.
- Maintained Kelly Landslide Stabilization Project by operating and maintaining five dewatering wells, monitoring inclinometers, recording piezometer measurements and flow meters.
- Placed an average of 120 delinquent door hangers per month, to remind customers that their water bills were past due.
- Completed an average of 165 non-emergency customer related work orders per month.
- Participated in or conducted over 12 industry related training courses.
- Cross Connection Control Program accomplishments including:
 - Tracked and recorded the testing of existing backflow assemblies,
 - Tracked and recorded the installation and testing of new backflow assemblies,
 - Completed surveys and inspections to assess cross connection control needs.

Major Issues to be resolved in the next five years

- 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.
- Replacement of transmission lines from Wicks Treatment plant to distribution system (7.61 miles).
- Replace 6” cast water main from Mt Hood Street to Cherry Heights Street - Cherry Heights Intertie.

WATER UTILITY FUND SUMMARY

FY13/14	FY14/15	FY15/16		FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Revenue/Cost Centers	Proposed	Approved	Adopted
				Budget	Budget	Budget
2,396,369	2,216,296	2,874,503	BEGINNING BALANCE	4,458,007	4,458,007	4,458,007
5,176,744	5,737,005	5,982,534	REVENUES	5,731,979	5,731,979	5,731,979
1,265,760	2,167,911	2,450,000	OTHER SOURCES	9,400,000	9,400,000	9,400,000
8,838,873	10,121,212	11,307,037	TOTAL RESOURCES	19,589,986	19,589,986	19,589,986
1,125,470	1,241,855	1,406,559	WATER TREATMENT	1,436,060	1,421,036	1,421,036
1,737,637	1,587,009	1,980,248	WATER DISTRIBUTION	2,006,202	1,984,549	1,985,496
481,114	294,052	4,107,712	WATER DEPT CAPITAL RESERVE FUND	12,201,938	12,201,938	12,201,938
3,344,220	3,122,917	7,494,519	TOTAL EXPENDITURES	15,644,200	15,607,523	15,608,470
233,952	238,378	238,379	DEBT SERVICE	238,380	238,380	238,380
3,044,404	3,520,495	3,403,681	TRANSFER OUT	3,665,249	3,665,249	3,665,249
-	-	170,458	CONTINGENCY	42,157	78,834	77,887
-	-	-	UNAPPROPRIATED ENDING BAL	-	-	-
3,278,355	3,758,873	3,812,518	TOTAL OTHER USES	3,945,786	3,982,463	3,981,516
6,622,576	6,881,790	11,307,037	TOTAL EXPENDS & OTHER USES	19,589,986	19,589,986	19,589,986
2,216,297	3,239,422	-	FUND TOTAL	-	-	-

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget**

WATER UTILITY FUND REVENUES

FY13/14	FY14/15	FY15/16		Account	FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
				REVENUES			
923,780	1,040,509	587,796	051-0000-300.00-00	BEGINNING BALANCE	855,815	855,815	855,815
-	-	-	051-0000-331.90-00	FEDERAL GRANTS-MISC	-	-	-
-	-	26,709	051-0000-337.10-00	URBAN RENEWAL	-	-	-
-	-	-	051-0000-341.80-00	COPIES, PLANS, ORD'S	-	-	-
76,069	68,558	68,000	051-0000-341.90-00	MISC SALES AND SERVICES	68,000	68,000	68,000
4,899,472	5,504,327	5,668,542	051-0000-344.10-00	UTILITY SERVICE CHARGES	5,614,221	5,614,221	5,614,221
8,758	10,691	6,000	051-0000-344.90-00	DELINQUENT ACCT INT	9,000	9,000	9,000
(14,897)	(13,512)	(10,000)	051-0000-345.20-00	UNCOLLECTIBLE ACCTS	(10,000)	(10,000)	(10,000)
4,118	2,156	5,050	051-0000-348.00-00	INTERDEPARTMENTAL REV	5,025	5,025	5,025
3,003	3,546	3,500	051-0000-361.00-00	INTEREST REVENUES	4,500	4,500	4,500
4,428	4,428	4,428	051-0000-363.50-00	PROPERTY RENTALS	4,428	4,428	4,428
41,457	93,085	-	051-0000-368.00-00	TIMBER RECEIPTS	-	-	-
6,044	7,472	2,135	051-0000-369.00-00	OTHER MISC REVENUE	635	635	635
-	4,911	-	051-0000-392.00-00	SALE OF FIXED ASSETS	-	-	-
5,952,232	6,726,171	6,362,160		TOTAL WATER UTILITY FUND REVENUES	6,551,624	6,551,624	6,551,624

WATER TREATMENT DEPARTMENT EXPENSES

FY13/14	FY14/15	FY15/16		Account	FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
458,932	485,582	511,879	051-5000-000.11-00	REGULAR SALARIES	517,664	517,664	517,664
23,028	3,168	-	051-5000-000.12-00	PARTTIME/TEMP SALARIES	-	-	-
14,156	13,846	19,000	051-5000-000.13-00	OVERTIME SALARIES	19,000	19,000	19,000
115,199	123,431	159,195	051-5000-000.21-10	MEDICAL INSURANCE	182,714	167,690	167,690
2,541	3,032	3,225	051-5000-000.21-20	L-T DISABILITY INSURANCE	3,261	3,261	3,261
428	396	490	051-5000-000.21-30	LIFE INSURANCE	440	440	440
22,821	21,306	30,532	051-5000-000.21-40	WORKERS COMP INSURANCE	26,990	26,990	26,990
37,159	37,598	40,612	051-5000-000.22-00	FICA	41,055	41,055	41,055
56,760	59,448	69,104	051-5000-000.23-00	RETIREMENT CONTRIBUTIONS	63,279	63,279	63,279
5,426	4,087	6,040	051-5000-000.28-00	VEBA CONTRIBUTIONS	7,304	7,304	7,304
178	173	239	051-5000-000.29-00	OTHER EMPLOYEE BENEFITS	179	179	179
736,627	752,067	840,316		TOTAL PERSONNEL SERVICE	861,886	846,862	846,862
8.9	8.9	8.9		Total Full-Time Equivalent (FTE)	8.9	8.9	8.9
59,179	58,958	65,770	051-5000-000.31-10	CONTRACTUAL SERVICES	63,790	63,790	63,790
16,106	17,686	19,455	051-5000-000.33-30	FIRE PATROL	23,900	23,900	23,900
-	-	-	051-5000-000.34-10	ENGINEERING SERVICES	-	-	-
4,187	12,097	9,550	051-5000-000.34-30	COMPUTER SERVICES	9,550	9,550	9,550
-	-	3,500	051-5000-000.34-50	SPECIAL STUDIES & REPORTS	3,500	3,500	3,500
-	570	650	051-5000-000.41-10	WATER & SEWER	650	650	650
1,271	1,131	1,640	051-5000-000.41-20	GARBAGE SERVICES	1,640	1,640	1,640
9,156	5,050	11,350	051-5000-000.41-30	NATURAL GAS	11,350	11,350	11,350
26,024	24,829	28,631	051-5000-000.41-40	ELECTRICITY	28,631	28,631	28,631
-	-	300	051-5000-000.42-00	JANITORIAL SERVICES	300	300	300
4,520	6,831	16,315	051-5000-000.43-10	BUILDINGS AND GROUNDS	12,715	12,715	12,715
34	-	600	051-5000-000.43-20	COMPUTERS	600	600	600
-	-	1,680	051-5000-000.43-30	RADIO EQUIPMENT	1,680	1,680	1,680
-	353	700	051-5000-000.43-40	OFFICE EQUIPMENT	550	550	550

WATER TREATMENT DEPARTMENT EXPENSES (continued)

FY13/14	FY14/15	FY15/16		Account	FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
2,669	4,734	4,500	051-5000-000.43-45	JOINT USE OF LABOR/EQUIP	6,500	6,500	6,500
10,669	10,715	10,425	051-5000-000.43-50	VEHICLES	8,650	8,650	8,650
7,105	8,714	13,808	051-5000-000.43-51	GAS/OIL/DIESEL/LUBRICANTS	12,750	12,750	12,750
3,970	1,115	6,500	051-5000-000.43-52	TIRES AND TIRE REPAIRS	4,450	4,450	4,450
603	24	6,150	051-5000-000.43-70	GENERAL EQUIPMENT	2,150	2,150	2,150
13,539	20,507	13,415	051-5000-000.43-71	SPECIAL UTILITY EQUIPMENT	14,355	14,355	14,355
1,946	1,819	4,500	051-5000-000.43-72	ELECTRICAL SYSTEMS	3,000	3,000	3,000
317	2,446	6,700	051-5000-000.43-73	PLUMBING	3,200	3,200	3,200
-	125	1,600	051-5000-000.43-77	HVAC SYSTEMS	800	800	800
1,436	1,271	1,110	051-5000-000.43-80	SHOP EQUIPMENT	1,110	1,110	1,110
148	128	150	051-5000-000.43-85	NUISANCE ABATEMENT	150	150	150
1,144	345	700	051-5000-000.43-86	LINES MNTNCE & SUPPLIES	700	700	700
750	5,125	7,300	051-5000-000.43-88	WATERSHED ROAD CONST/MAINT	4,800	4,800	4,800
-	-	400	051-5000-000.44-20	RENTAL OF EQUIPMENT	400	400	400
-	4,583	670	051-5000-000.50-50	TIMBER MANAGEMENT	670	670	670
6,493	8,379	9,217	051-5000-000.52-10	LIABILITY INSURANCE	10,535	10,535	10,535
19,505	19,279	21,208	051-5000-000.52-30	PROPERTY INSURANCE	19,989	19,989	19,989
3,331	3,999	4,400	051-5000-000.52-50	AUTOMOTIVE INSURANCE	4,563	4,563	4,563
-	-	500	051-5000-000.52-60	INSURANCE DEDUCTIBLES	500	500	500
2,269	4,136	4,340	051-5000-000.53-20	POSTAGE	2,340	2,340	2,340
11,028	10,621	11,700	051-5000-000.53-30	TELEPHONE	9,700	9,700	9,700
113	44	-	051-5000-000.53-40	LEGAL NOTICES	-	-	-
1,914	1,270	2,203	051-5000-000.53-60	PUBLIC EDUCATION/INFO	2,220	2,220	2,220
905	833	800	051-5000-000.54-00	ADVERTISING	1,000	1,000	1,000
146	-	700	051-5000-000.55-00	PRINTING AND BINDING	500	500	500
2,952	1,778	19,475	051-5000-000.57-00	PERMITS	16,545	16,545	16,545
-	2	610	051-5000-000.58-10	TRAVEL, FOOD & LODGING	820	820	820
3,615	3,995	4,650	051-5000-000.58-50	TRAINING AND CONFERENCES	4,975	4,975	4,975
1,618	1,626	2,367	051-5000-000.58-70	MEMBERSHIPS/DUES/SUBS	2,367	2,367	2,367
1,519	1,243	2,020	051-5000-000.60-10	OFFICE SUPPLIES	2,020	2,020	2,020
1,089	906	1,360	051-5000-000.60-20	JANITORIAL SUPPLIES	1,360	1,360	1,360
2,297	2,000	2,000	051-5000-000.60-80	CLOTHING	2,085	2,085	2,085
2,916	2,940	4,315	051-5000-000.60-85	SPECIAL DEPT SUPPLIES	4,565	4,565	4,565
122,588	130,780	188,026	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
200	24	-	051-5000-000.64-80	COMPUTER SOFTWARE	-	-	-
2,100	-	-	051-5000-000.69-50	MISCELLANEOUS EXPENSES	-	-	-
21,234	9,744	11,034	051-5000-000.69-80	ASSETS < \$5000	10,300	10,300	10,300
372,606	392,753	531,243	TOTAL MATERIALS AND SERVICES		486,674	486,674	486,674
-	20,413	15,000	051-5000-000.72-20	BUILDINGS	-	-	-
-	46,446	20,000	051-5000-000.73-30	IMPRVMTS OTHER THAN BLDGS	35,000	35,000	35,000
-	9,440	-	051-5000-000.74-10	MACHINERY	40,000	40,000	40,000
-	9,995	-	051-5000-000.74-20	VEHICLES	-	-	-
-	-	-	051-5000-000.74-25	COMMUNICATIONS EQUIPMENT	-	-	-
-	-	-	051-5000-000.74-50	COMPUTER EQUIPMENT	-	-	-
16,237	10,741	-	051-5000-000.74-90	EQUIPMENT, OTHER	12,500	12,500	12,500
16,237	97,035	35,000	TOTAL CAPITAL OUTLAY		87,500	87,500	87,500
1,125,470	1,241,855	1,406,559	TOTAL WATER TREATMENT EXPENSES		1,436,060	1,421,036	1,421,036

WATER DISTRIBUTION DEPARTMENT EXPENSES

FY13/14	FY14/15	FY15/16			FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Account Number	Account Description	Proposed Budget	Approved Budget	Adopted Budget
695,061	714,040	735,052	051-5100-000.11-00	REGULAR SALARIES	752,637	752,637	752,637
19,269	12,084	12,480	051-5100-000.12-00	PARTTIME/TEMP SALARIES	12,480	12,480	12,480
21,777	21,629	37,374	051-5100-000.13-00	OVERTIME SALARIES	37,374	37,374	37,374
197,617	195,558	227,071	051-5100-000.21-10	MEDICAL INSURANCE	257,716	236,063	236,063
4,294	4,332	4,631	051-5100-000.21-20	L-T DISABILITY INSURANCE	4,742	4,742	4,742
617	571	626	051-5100-000.21-30	LIFE INSURANCE	626	626	626
31,204	29,867	46,292	051-5100-000.21-40	WORKERS COMP INSURANCE	37,369	37,369	37,369
54,357	54,987	60,045	051-5100-000.22-00	FICA	61,391	61,391	61,391
92,554	95,518	98,165	051-5100-000.23-00	RETIREMENT CONTRIBUTIONS	100,119	100,119	100,119
5,361	7,736	8,799	051-5100-000.28-00	VEBA CONTRIBUTIONS	11,390	11,390	11,390
346	376	272	051-5100-000.29-00	OTHER EMPLOYEE BENEFITS	272	272	272
1,122,456	1,136,698	1,230,807	TOTAL PERSONNEL SERVICE		1,276,116	1,254,463	1,254,463
12.9	12.9	12.9	Total Full-Time Equivalent (FTE)		12.9	12.9	12.9
16,083	7,997	17,084	051-5100-000.31-10	CONTRACTUAL SERVICES	17,394	17,394	17,394
9,221	9,648	9,472	051-5100-000.31-40	WASCO CO COMMUNICATIONS	10,000	10,000	10,947
21,000	21,000	21,000	051-5100-000.34-10	ENGINEERING SERVICES	21,000	21,000	21,000
10,991	22,386	21,244	051-5100-000.34-30	COMPUTER SERVICES	21,244	21,244	21,244
-	-	-	051-5100-000.34-50	SPECIAL STUDIES & REPORTS	-	-	-
1,550	2,079	3,975	051-5100-000.41-10	WATER & SEWER	3,995	3,995	3,995
1,656	2,584	4,250	051-5100-000.41-20	GARBAGE SERVICES	4,250	4,250	4,250
3,482	4,302	5,495	051-5100-000.41-30	NATURAL GAS	5,495	5,495	5,495
69,039	74,197	106,185	051-5100-000.41-40	ELECTRICITY	109,185	109,185	109,185
7,600	7,595	7,980	051-5100-000.42-00	JANITORIAL SERVICES	7,980	7,980	7,980
9,335	5,651	10,733	051-5100-000.43-10	BUILDINGS AND GROUNDS	18,505	18,505	18,505
36	109	1,200	051-5100-000.43-20	COMPUTERS	1,200	1,200	1,200
25	1,744	1,750	051-5100-000.43-30	RADIO EQUIPMENT	1,800	1,800	1,800
79	103	500	051-5100-000.43-40	OFFICE EQUIPMENT	500	500	500
10,166	11,904	12,000	051-5100-000.43-45	JOINT USE OF LABOR/EQUIP	17,000	17,000	17,000
19,364	15,086	21,128	051-5100-000.43-50	VEHICLES	22,371	22,371	22,371
24,219	19,425	23,813	051-5100-000.43-51	GAS/OIL/DIESEL/LUBRICANTS	22,950	22,950	22,950
8,475	1,643	3,147	051-5100-000.43-52	TIRES AND TIRE REPAIRS	5,710	5,710	5,710
776	1,359	7,245	051-5100-000.43-70	GENERAL EQUIPMENT	7,545	7,545	7,545
24,614	34,841	26,550	051-5100-000.43-71	SPECIAL UTILITY EQUIPMENT	33,936	33,936	33,936
5,745	8,315	7,214	051-5100-000.43-80	SHOP EQUIPMENT	8,057	8,057	8,057
2,754	2,007	3,200	051-5100-000.43-81	SERVICE PICKUP TOOLS	3,200	3,200	3,200
101,071	(10,194)	87,166	051-5100-000.43-86	LINES MAINT & SUPPLIES	94,800	94,800	94,800
634	843	1,337	051-5100-000.43-87	UTILITIES LOCATES	1,337	1,337	1,337
4,817	147	2,400	051-5100-000.44-20	RENTAL OF EQUIPMENT	2,400	2,400	2,400
8,569	11,056	12,162	051-5100-000.52-10	LIABILITY INSURANCE	13,902	13,902	13,902
16,295	16,107	18,821	051-5100-000.52-30	PROPERTY INSURANCE	17,740	17,740	17,740
4,049	4,863	5,349	051-5100-000.52-50	AUTOMOTIVE INSURANCE	5,547	5,547	5,547
243	-	1,500	051-5100-000.52-60	INSURANCE DEDUCTIBLES	1,500	1,500	1,500
1,578	2,209	1,720	051-5100-000.53-20	POSTAGE	1,770	1,770	1,770
9,837	8,424	9,100	051-5100-000.53-30	TELEPHONE	9,100	9,100	9,100
-	82	150	051-5100-000.53-40	LEGAL NOTICES	150	150	150
1,936	1,318	2,223	051-5100-000.53-60	PUBLIC EDUCATION/INFO	2,223	2,223	2,223
-	350	550	051-5100-000.54-00	ADVERTISING	900	900	900
441	304	1,575	051-5100-000.55-00	PRINTING AND BINDING	1,575	1,575	1,575
1,941	1,117	5,150	051-5100-000.57-00	PERMITS	5,750	5,750	5,750
599	92	530	051-5100-000.58-10	TRAVEL, FOOD & LODGING	630	630	630
9,474	8,178	13,033	051-5100-000.58-50	TRAINING AND CONFERENCES	13,533	13,533	13,533
4,035	3,088	5,029	051-5100-000.58-70	MEMBERSHIPS/DUES/SUBS	5,624	5,624	5,624
3,163	2,125	3,103	051-5100-000.60-10	OFFICE SUPPLIES	3,413	3,413	3,413
2,292	1,915	2,200	051-5100-000.60-20	JANITORIAL SUPPLIES	2,200	2,200	2,200
3,238	3,185	3,948	051-5100-000.60-80	CLOTHING	3,488	3,488	3,488
4,548	5,441	6,182	051-5100-000.60-85	SPECIAL DEPT SUPPLIES	6,993	6,993	6,993

WATER DISTRIBUTION DEPARTMENT EXPENSES (continued)

FY13/14	FY14/15	FY15/16		Account	FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
8,362	10,386	9,775	051-5100-000.60-86	CHEMICAL/LAB SUPPLIES	13,125	13,125	13,125
30,175	16,793	41,197	051-5100-000.60-87	STREET CONST SUPPLIES	41,087	41,087	41,087
509	88	2,355	051-5100-000.64-10	BOOKS AND PERIODICALS	2,355	2,355	2,355
833	-	-	051-5100-000.64-80	COMPUTER SOFTWARE	-	-	-
-	-	-	051-5100-000.69-50	MISCELLANEOUS EXPENSES	-	-	-
8,500	10,149	3,134	051-5100-000.69-80	ASSETS < \$5000	10,927	10,927	10,927
473,347	352,040	554,854		TOTAL MATERIALS AND SERVICES	605,386	605,386	606,333
-	-	-	051-5100-000.70-50	LEASE PURCHASE	-	-	-
-	-	5,667	051-5100-000.72-20	BUILDINGS	5,000	5,000	5,000
-	-	-	051-5100-000.73-30	IMPRVMTS OTHER THAN BLDGS	6,500	6,500	6,500
-	-	-	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	-	-	-
114,220	55,412	56,000	051-5100-000.74-90	EQUIPMENT, OTHER	78,200	78,200	78,200
27,613	41,898	30,000	051-5100-000.75-10	CAPITAL PROJECTS	6,000	6,000	6,000
-	-	-	051-5100-000.76-10	SOURCE OF SUPPLY	-	-	-
-	962	102,920	051-5100-000.76-20	WATER LINES	29,000	29,000	29,000
141,833	98,272	194,587		TOTAL CAPITAL OUTLAY	124,700	124,700	124,700
1,737,637	1,587,009	1,980,248		TOTAL WATER DISTRIBUTION EXPENSES	2,006,202	1,984,549	1,985,496
2,863,106	2,828,865	3,386,807		TOTAL WATER UTILITY OPERATIONS	3,442,262	3,405,585	3,406,532
518,590	530,021	469,066	051-9500-000.81-01	TO GENERAL FUND	482,591	482,591	482,591
143,469	161,095	170,056	051-9500-000.81-05	TO STREET FUND	168,426	168,426	168,426
23,500	6,000	50,000	051-9500-000.81-09	TO PUBLIC WKS RESRV FUND	50,000	50,000	50,000
6,051	6,255	6,235	051-9500-000.81-10	TO UNEMPLOYMENT FUND	6,414	6,414	6,414
59,853	59,223	59,538	051-9500-000.81-43	TO FFCO 2008 DEBT SVC FUND	59,774	59,774	59,774
1,260,000	2,163,000	2,050,000	051-9500-000.81-53	WTR DEPT CAP RESRV FUND	2,300,000	2,300,000	2,300,000
37,153	-	-	051-9500-000.85-00	EXTRAORDINARY ITEM - 2014	-	-	-
2,048,616	2,925,594	2,804,895		TOTAL OPERATING TRANSFERS OUT	3,067,205	3,067,205	3,067,205
-	-	170,458	051-9500-000.88-00	CONTINGENCY	42,157	78,834	77,887
-	-	170,458		TOTAL CONTINGENCY	42,157	78,834	77,887
2,048,616	2,925,594	2,975,353		TOTAL OTHER USES	3,109,362	3,146,039	3,145,092
4,911,722	5,754,459	6,362,160		GRAND TOTAL WATER UTILITY FUND EXPENSES	6,551,624	6,551,624	6,551,624
1,040,510	971,713	-		WATER UTILITY FUND - REVENUES LESS EXPENSES	-	-	-

**City of The Dalles, Oregon
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WATER DEPARTMENT CAPITAL RESERVE FUND

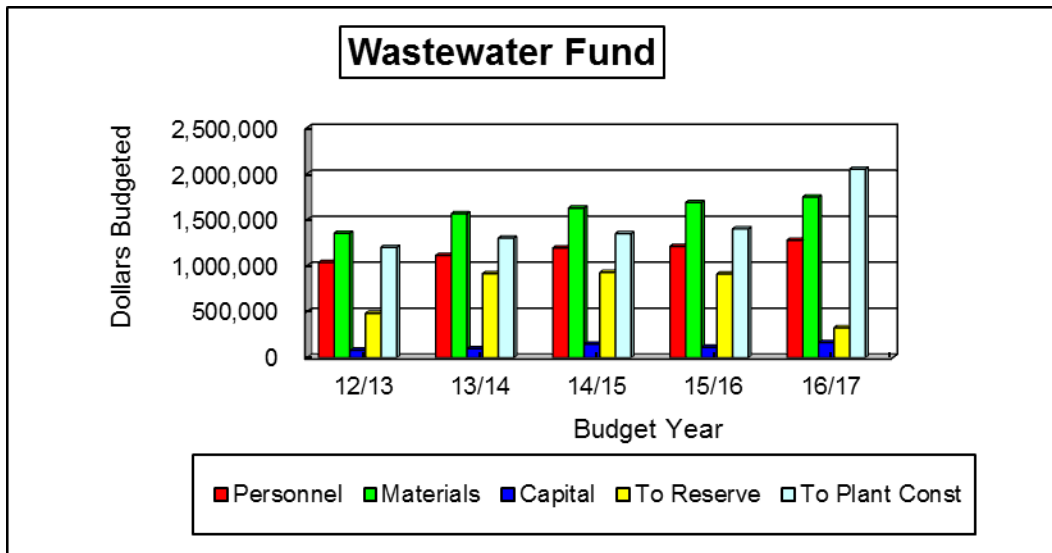
Established by Res. 11-017 (06/13/11) – Review by 06/13/21)

FY13/14	FY14/15	FY15/16		Account	FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
REVENUES							
1,472,589	1,175,787	2,286,707	053-0000-300.00-00	BEGINNING BALANCE	3,602,192	3,602,192	3,602,192
-	-	-	053-0000-331.00-00	FEDERAL REVENUE - Dog River Pipeline	-	-	-
-	-	-	053-0000-335.53-00	OWRD STATE GRANT - Dog River Pipeline	4,000,000	4,000,000	4,000,000
11,907	23,093	180,000	053-0000-337.90-00	WATERSHED RESTORATION REVENUE	-	-	-
130,447	25,487	23,170	053-0000-344.20-00	CONNECT CHRGS/ WA SDC	23,170	23,170	23,170
-	-	-	053-0000-344.20-20	REIMBURSEMENT DISTRICT PMTS	-	-	-
5,938	7,674	5,000	053-0000-361.00-00	INTEREST REVENUES	13,000	13,000	13,000
5,760	-	-	053-0000-365-20-00	GIFTS AND DONATIONS	3,100,000	3,100,000	3,100,000
1,260,000	2,163,000	2,050,000	053-0000-391.51-00	WATER UTILITY FUND	2,300,000	2,300,000	2,300,000
-	-	400,000	053-0000-391.41-00	TRANSFER FROM WA REV BOND DEBT F	-	-	-
-	-	-	053-0000-393.10-00	LOAN/BOND PROCEEDS	-	-	-
-	-	-	053-0000-393.10-21	LOAN PROCEEDS - ARRA LOANS	-	-	-
2,886,641	3,395,041	4,944,877	TOTAL WATER DEPT CAP RESERVE FUND REVENUES		13,038,362	13,038,362	13,038,362
EXPENDITURES							
23,283	6,638	-	053-5300-000.34-10	ENGINEERING SERVICES	-	-	-
23,283	6,638	-	TOTAL MATERIALS AND SERVICES		-	-	-
-	12,500	-	053-5300-000.71-10	LAND	-	-	-
457,825	248,827	1,631,416	053-5300-000.75-10	CAPITAL PROJECTS	1,521,416	1,521,416	1,521,416
-	-	-	053-5300-000.76-10	SOURCE OF SUPPLY	1,600,000	1,600,000	1,600,000
6	26,087	2,476,296	053-5300-000.76-20	WATER LINES	9,080,522	9,080,522	9,080,522
457,831	287,414	4,107,712	TOTAL CAPITAL OUTLAY		12,201,938	12,201,938	12,201,938
481,114	294,052	4,107,712	TOTAL WATER CAPITAL RESERVE OPERATIONS		12,201,938	12,201,938	12,201,938
DEBT SERVICE							
-	131,984	135,944	053-5300-000.79-30	SDWRL (ARRA LOAN) PRINCIPAL	140,023	140,023	140,023
233,952	106,394	102,435	053-5300-000.79-40	SDWRL (ARRA LOAN) INTEREST	98,357	98,357	98,357
233,952	238,378	238,379	TOTAL DEBT SERVICE		238,380	238,380	238,380
-	-	-	053-9500-000.81-37	TO CAPITAL PROJECTS FUND	-	-	-
33,783	33,096	32,581	053-9500-000.81-44	TO 2009 FFCO DEBT SVC FUND	33,039	33,039	33,039
962,005	561,805	566,205	053-9500-000.81-58	TO WATER DEBT SERVICE FUND	565,005	565,005	565,005
995,788	594,901	598,786	TOTAL OPERATING TRANSFERS OUT		598,044	598,044	598,044
1,710,854	1,127,331	4,944,877	GRAND TOTAL WATER CAPITAL RESERVE EXPENSES		13,038,362	13,038,362	13,038,362
1,175,787	2,267,709	-	TOTAL WATER CAPITAL RESERVE - REVENUE LESS EXPE		-	-	-

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget**

WASTEWATER FUND

Fund:	Wastewater (055)	Number of Employees:	8 dedicated
Department:	Public Works	12 shared /	12.46 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 manages the operation and maintenance of an intricate wastewater collection system consisting of more than 98 miles of sanitary sewer mainlines, interceptors, and 9 sanitary sewer lift stations, including the new Chenoweth lift station. These efforts provide wastewater collection service to the community 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 system replacements to protect public health and the environment.

2016-17 Goals, Projects, and Highlights

- Operate the collection system in an effective and cost-efficient manner to protect the public investment and protect public health and the environment.
- Be safe in all phases of our work, by recognizing hazards before work starts.
- Improve base maps and as-builts of the sanitary and storm systems.

- About 4.5 miles of lines were added to the system this year, most were with the development of the Columbia Gorge Industrial Center; some were the result of improvement to the base maps.
- Continue 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.
- Construct the West 2nd Street sanitary sewer upgrade from Webber Street to west of Hostetler Street.
- Repair or replace sewer lines in advance of paving projects.
- Provide new service connections for properties as they develop.
- Utilize annual Slip-Line contract to rehabilitate sanitary sewer mains as much as possible on a prioritized basis.
- Replace and up size sanitary sewer and storm water mains in 8th Street from Trevitt Street to Garrison Street.
- Upgrade sanitary sewer main in G Street between 12th Street and 15th Street.
- Upgrade sanitary sewer services in 13th Street between Quinton and Thompson Streets.

2015-16 Accomplishments

- Replaced or extended sanitary sewer mains at these locations:
 - 8th and 9th Street between Trevitt and Bridge Streets;
 - 11th Street between G Street and H Street;
 - 10th Street, Trevitt To Bridge Street;
 - Bridge Street, 10th Street to 11th Street;
 - 11th Street, Mt. Hood to Trevitt St;
 - alley between Kelly Avenue and Madison Street between 12th to 13th Street.
- Completed video inspection of 92,000 feet of sewer lines (about 15% of the system).
- Evaluated sewer lines with root problems, updated the root list, completed root cutting and cleaning of all lines on the root list (about 10,448 feet), and repaired a portion of them.
- Replaced 27 sewer services (as of March).
- Made spot repairs to remove single repairs from maintenance lists and/or to stop Inflow and Infiltration.
- Cleaned and maintained all eight lift stations weekly.
- Cleaned (“pigged”) pressure/discharge sewer lines from all lift stations.
- Project Goals, listed by percent desired (and percent accomplished in FY 15/16) are:

Desired	Project Goals	Done in 2015-16
100%	Response to emergencies/sewer breaks	100%
100%	Response to new sewer service requests	100%
100%	Weekly preventative cleaning/maintenance of all 8 lift stations	100%
100%	Cutting of roots on lines identified as flow-impaired	100%
15%	Video inspection of sewer mains – Whole system in 7 years	About 15%
1%	Replacement of old and/or poor-condition sewer laterals	Less than 1%
5%	Replacement of sewer mains – 20-year replacement plan	Less than 1%

Major Issues to be resolved in the next 5 years

- Continued identification and correction of Inflow and Infiltration within the system.
- Compliance with proposed federal regulations: Sanitary Sewer Overflow (SSO) and Capacity, Management, Operations and Maintenance (CMOM) rules.
- Improve documentation of maintenance work.

STORM WATER

Description

The Storm Water program accounts for all activities involved in the operation and maintenance of storm water conveyance systems within the City Limits for the protection of property and the enhancement of stream water quality.

2016-17 Goals, Projects, and Highlights

- Continue to improve base mapping and as-built drawings of storm water infrastructure.
- Remove as many catch basins and roof drains from the sanitary sewer system as possible when discovered.
- Replace as many catch basin grates with bike-friendly devices as possible prior to the completion of the gorge bike trail.
- Perform video inspection of storm water system to identify needs for repair and replacement projects ahead of planned paving projects.
- 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.
- Installed new storm main on West 2nd Street from Webber almost to Hostetler Street.

2015-16 Accomplishments

- Continued to de-chlorinate the hydrant flushing water discharged to the storm water system to meet in-stream limits for chlorine.
- Installed 4 new or replacement catch basins.

- Installed storm main on 8th Street between Trevitt and Bridge Street.
- Replaced and installed new storm mains between 10th and 18th on Thompson Street.
- Performed annual cleaning of all catch basins within the City.
- Replaced 175 catch basin grates.
- Cleaned and maintained open storm ditches.
- Provided storm sewer repairs and maintenance activities in root cutting.
- 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.
- Provided street sweeping of downtown once per week and the rest of the City every two weeks.
- Project Goals, listed by percent desired (and percent accomplished in FY 15/16) are:

Desired	Project Goals	Done in 2015-16
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%

Major Issues to be resolved in 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 Street from Quinton Street to Thompson, and continue out Old Dufur Road.
- Upgrade of storm line at West 6th and Hostetler Streets.
- Upgrade of storm line at East 9th and Brewery Grade to Old Dufur Road and Morton Street.
- Upgrade storm system in the downtown core area and remove roof drains from sanitary system.

WASTEWATER TREATMENT

Description

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

2016-17 Goals, Projects, and Highlights

- Implement FY 2016-17 portions of Treatment Plant Capital Improvements.
 - Influent Pump Station construction,
 - Headworks construction,
 - Digester #3 construction,
 - Aesthetic Improvements via construction and painting.
- Complete a mixing zone study for pH assimilative capacity.
- Install valve actuator on Gravity Belt Thickener influent line.
- Add flow meters to sludge recycle lines and truck loading station.

2015-16 Accomplishments

- Installed emergency exit lighting throughout the plant.
- Installed replacement Yaskawa P1000 VFD on Blower #1.
- Replaced failed Simplex Fire Alarm System Keypad.
- Replaced Aeration Basin lights with LED version.
- Completed the annual infrared thermography of the Wastewater Treatment Plant, all pump stations, Wicks Water Plant, and wells.
- Remounted and extended light in Biosolids Truck staging area alongside MCCB.
- Replaced Touch-Screen panel on Gravity Belt Thickener.
- Installed new Bypass Alarm Level Sensor and Control Box.
- Completed annual service and cleaning of the boiler.
- Replaced motor on the HyCor rotary screen.
- Replaced spark plug and timer on Methane Flare.
- Rebuilt the Penn-Valley Pump.
- Installed replacement Eaton CH 9000 VFD on Influent Pump #5.
- Repaired Fiber Optic and Hirschman Switch connections to SCADA.
- Replaced faulty Influent Wet Well Level Transducer.
- Assisted with 3 separate pilot studies for influent organic screening.
- Installed replacement Eaton CH 9000 VFD on Effluent Pump #2.

- Purchased Back-up BOD Incubator.
- Replaced faulty Effluent Wet Well transducer and pump controller.
- Hauled 669 loads of Biosolids totaling 2,212,500 gallons and 247.9 tons of Biosolids.

Major issues to be resolved in the next 5 years

- Implement portions of Capital Improvement Plan:
 - Secondary Clarifier
 - Gravity Belt Thickener Addition
 - Biosolids Storage Tank
 - Repair or replace asphalt surfaces at the treatment plant.
 - Improve treated water in-plant delivery system to use less potable water in processes.

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget**

WASTEWATER FUNDS SUMMARY

FY13/14	FY14/15	FY15/16		FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Revenue/Cost Centers	Proposed	Approved	Adopted
				Budget	Budget	Budget
5,994,218	7,381,327	7,847,957	BEGINNING BALANCE	8,537,158	8,537,158	8,537,158
5,727,832	5,568,971	5,519,561	REVENUES	5,597,564	5,597,564	5,597,564
1,923,000	2,043,073	2,245,000	OTHER SOURCES	4,126,000	4,126,000	4,126,000
13,645,050	14,993,371	15,612,518	TOTAL RESOURCES	18,260,722	18,260,722	18,260,722
2,556,298	2,598,888	3,010,495	WASTE WATER FUND	3,150,586	3,129,300	3,130,247
227,983	780,307	3,596,082	SEWER SPECIAL RESERVE FUND	2,286,786	2,286,786	2,286,786
98,647	32,584	5,425,882	SEWER PLANT CONST/DEBT SERV	8,289,687	8,289,687	8,289,687
2,882,928	3,411,779	12,032,459	TOTAL EXPENDITURES	13,727,059	13,705,773	13,706,720
-	-	-	CHARGES FOR SERVICES	-	-	-
3,380,794	3,454,715	3,417,097	TRANSFER OUT	4,493,822	4,493,822	4,493,822
-	-	162,962	CONTINGENCY	39,841	61,127	60,180
-	-	-	UNAPPROPRIATED ENDING BAL	-	-	-
3,380,794	3,454,715	3,580,059	TOTAL OTHER USES	4,533,663	4,554,949	4,554,002
6,263,722	6,866,494	15,612,518	TOTAL EXPENDS & OTHER USES	18,260,722	18,260,722	18,260,722
7,381,328	8,126,877	-	FUND TOTAL	-	-	-

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget
WASTEWATER FUND**

FY13/14	FY14/15	FY15/16		Account	FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
REVENUES							
910,342	777,268	569,257	055-0000-300.00-00	BEGINNING BALANCE	603,391	603,391	603,391
-	-	20,104	055-0000-337.10-00	URBAN RENEWAL	-	-	-
-	-	-	055-0000-341.80-00	COPIES, PLANS, ORD'S	-	-	-
167,577	156,431	132,000	055-0000-341.90-00	MISC SALES AND SRVCE	200,000	200,000	200,000
247,211	248,228	245,000	055-0000-344.05-00	STORMWATER DRAINAGE CHARGES	245,000	245,000	245,000
4,741,392	4,955,688	5,062,237	055-0000-344.10-00	UTILITY SERVICE CHARGES	5,069,688	5,069,688	5,069,688
39,099	50,511	-	055-0000-344.80-00	DELINQUENT SEWER ASSMTS	-	-	-
16,194	17,347	12,000	055-0000-344.90-00	DELINQUENT ACCT INT	15,000	15,000	15,000
(51,597)	(58,526)	(50,000)	055-0000-345.20-00	UNCOLLECTIBLE ACCTS	(50,000)	(50,000)	(50,000)
14,288	12,634	15,100	055-0000-348.00-00	INTERDEPARTMENTAL REV	16,756	16,756	16,756
1,145	814	500	055-0000-361.00-00	INTEREST REVENUES	500	500	500
65,295	91,416	25,000	055-0000-369.00-00	OTHER MISC REVENUES	25,000	25,000	25,000
-	73	-	055-0000-392.00-00	SALE OF FIXED ASSETS	-	-	-
6,150,946	6,251,882	6,031,198	TOTAL WASTE WATER FUND REVENUES		6,125,335	6,125,335	6,125,335
EXPENSES							
678,094	686,893	716,048	055-5500-000.11-00	REGULAR SALARIES	741,922	741,922	741,922
6,230	4,908	12,480	055-5500-000.12-00	PARTTIME/TEMP SALARIES	15,600	15,600	15,600
31,790	29,757	53,030	055-5500-000.13-00	OVERTIME SALARIES	53,030	53,030	53,030
189,267	191,071	213,211	055-5500-000.21-10	MEDICAL INSURANCE	253,656	232,370	232,370
4,246	4,161	4,511	055-5500-000.21-20	L-T DISABILITY INSURANCE	4,674	4,674	4,674
627	579	617	055-5500-000.21-30	LIFE INSURANCE	617	617	617
27,139	30,927	44,872	055-5500-000.21-40	WORKERS COMP INSURANCE	34,469	34,469	34,469
53,253	53,631	59,789	055-5500-000.22-00	FICA	62,007	62,007	62,007
90,251	91,934	95,599	055-5500-000.23-00	RETIREMENT CONTRIBUTIONS	98,351	98,351	98,351
8,668	9,088	9,968	055-5500-000.28-00	VEBA CONTRIBUTIONS	12,600	12,600	12,600
191	212	220	055-5500-000.29-00	OTHER EMPLOYEE BENEFITS	200	200	200
1,089,756	1,103,160	1,210,345	TOTAL PERSONNEL SERVICE		1,277,126	1,255,840	1,255,840
12.5	12.5	12.5	Total Full-Time Equivalent (FTE)		12.5	12.5	12.5
904,844	915,410	992,433	055-5500-000.31-10	CONTRACTUAL SERVICES	1,008,947	1,008,947	1,008,947
9,221	9,648	9,472	055-5500-000.31-40	WASCO CO COMMUNICATIONS	10,000	10,000	10,947
-	-	3,000	055-5500-000.34-10	ENGINEERING SERVICES	3,000	3,000	3,000
13,316	22,560	21,283	055-5500-000.34-30	COMPUTER SERVICES	22,583	22,583	22,583
-	-	-	055-5500-000.34-50	SPECIAL STUDIES & REPORTS	-	-	-
6,890	11,654	12,255	055-5500-000.41-10	WATER & SEWER	14,365	14,365	14,365
8,472	40,027	29,350	055-5500-000.41-20	GARBAGE SERVICES	29,350	29,350	29,350
4,734	4,156	4,683	055-5500-000.41-30	NATURAL GAS	4,683	4,683	4,683
9,871	10,164	12,030	055-5500-000.41-40	ELECTRICITY	13,340	13,340	13,340
7,600	7,595	7,980	055-5500-000.42-00	JANITORIAL SERVICES	7,980	7,980	7,980
7,480	4,420	10,333	055-5500-000.43-10	BUILDINGS AND GROUNDS	15,695	15,695	15,695
57	-	1,200	055-5500-000.43-20	COMPUTERS	1,200	1,200	1,200
160	1,332	2,200	055-5500-000.43-30	RADIO EQUIPMENT	2,300	2,300	2,300
79	83	500	055-5500-000.43-40	OFFICE EQUIPMENT	500	500	500
3,552	7,601	9,000	055-5500-000.43-45	JOINT USE OF LABOR/EQUIP	11,000	11,000	11,000
24,646	35,198	65,721	055-5500-000.43-50	VEHICLES	56,607	56,607	56,607
42,619	31,675	37,885	055-5500-000.43-51	GAS/OIL/DIESEL/LUBRICANTS	38,657	38,657	38,657
10,428	2,375	21,020	055-5500-000.43-52	TIRES AND TIRE REPAIRS	21,050	21,050	21,050
2,788	2,580	11,995	055-5500-000.43-70	GENERAL EQUIPMENT	11,375	11,375	11,375
67,582	37,676	70,460	055-5500-000.43-71	SPECIAL UTILITY EQUIPMENT	72,385	72,385	72,385
7,133	6,624	8,132	055-5500-000.43-80	SHOP EQUIPMENT	8,850	8,850	8,850
2,403	2,460	2,500	055-5500-000.43-81	SERVICE PICKUP TOOLS	2,500	2,500	2,500
42,995	60,311	68,230	055-5500-000.43-86	LINES MAINT & SUPPLIES	70,277	70,277	70,277
773	1,319	1,337	055-5500-000.43-87	UTILITIES LOCATES	1,337	1,337	1,337
51,286	15,773	16,500	055-5500-000.44-20	RENTAL OF EQUIPMENT	16,500	16,500	16,500

WASTEWATER FUND (continued)

FY13/14	FY14/15	FY15/16		Account	FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
41,682	53,781	59,161	055-5500-000.52-10	LIABILITY INSURANCE	67,624	67,624	67,624
19,306	19,211	22,298	055-5500-000.52-30	PROPERTY INSURANCE	21,017	21,017	21,017
6,899	9,721	10,695	055-5500-000.52-50	AUTOMOTIVE INSURANCE	11,090	11,090	11,090
-	500	10,500	055-5500-000.52-60	INSURANCE DEDUCTIBLES	10,500	10,500	10,500
1,378	1,365	2,370	055-5500-000.53-20	POSTAGE	2,420	2,420	2,420
7,866	7,593	8,400	055-5500-000.53-30	TELEPHONE	8,400	8,400	8,400
-	-	-	055-5500-000.53-40	LEGAL NOTICES	-	-	-
5,169	1,123	4,107	055-5500-000.53-60	PUBLIC EDUCATION/INFO	5,140	5,140	5,140
554	701	550	055-5500-000.54-00	ADVERTISING	1,100	1,100	1,100
22	22	1,275	055-5500-000.55-00	PRINTING AND BINDING	1,275	1,275	1,275
13,415	13,074	14,379	055-5500-000.57-00	PERMITS	14,600	14,600	14,600
38	200	1,530	055-5500-000.58-10	TRAVEL, FOOD & LODGING	1,630	1,630	1,630
5,357	6,500	9,643	055-5500-000.58-50	TRAINING AND CONFERENCES	11,248	11,248	11,248
3,463	3,854	3,779	055-5500-000.58-70	MEMBERSHIPS/DUES/SUBS	5,026	5,026	5,026
2,531	2,123	3,117	055-5500-000.60-10	OFFICE SUPPLIES	3,433	3,433	3,433
2,301	1,892	2,200	055-5500-000.60-20	JANITORIAL SUPPLIES	2,200	2,200	2,200
3,229	3,153	3,743	055-5500-000.60-80	CLOTHING	3,823	3,823	3,823
4,756	7,000	5,305	055-5500-000.60-85	SPECIAL DEPT SUPPLIES	6,666	6,666	6,666
4,431	1,771	9,350	055-5500-000.60-86	CHEMICAL/LAB SUPPLIES	9,500	9,500	9,500
51,351	55,719	84,022	055-5500-000.60-87	STREET CONST SUPPLIES	86,822	86,822	86,822
500	88	1,005	055-5500-000.64-10	BOOKS AND PERIODICALS	1,005	1,005	1,005
833	1,035	3,200	055-5500-000.64-80	COMPUTER SOFTWARE	3,200	3,200	3,200
-	-	-	055-5500-000.69-50	MISCELLANEOUS EXPENSES	-	-	-
10,654	15,590	6,266	055-5500-000.69-80	ASSETS < \$5000	25,010	25,010	25,010
1,414,660	1,436,659	1,686,394		TOTAL MATERIALS AND SERVICES	1,747,210	1,747,210	1,748,157
-	-	5,667	055-5500-000.72-20	BUILDINGS	5,000	5,000	5,000
-	-	-	055-5500-000.74-10	MACHINERY	-	-	-
-	-	-	055-5500-000.74-20	VEHICLES	-	-	-
-	-	-	055-5500-000.74-25	COMMUNICATIONS EQUIPMENT	-	-	-
16,490	-	-	055-5500-000.74-50	COMPUTER EQUIPMENT	-	-	-
-	-	-	055-5500-000.74-80	PUMPS	-	-	-
6,857	10,091	-	055-5500-000.74-90	EQUIPMENT, OTHER	-	-	-
-	4,956	-	055-5500-000.75-10	CAPITAL PROJECTS	-	-	-
28,535	11,722	93,089	055-5500-000.76-30	SEWER LINES	52,250	52,250	52,250
-	32,301	15,000	055-5500-000.76-40	STORMWATER COLL IMPROVMTS	69,000	69,000	69,000
51,882	59,069	113,756		TOTAL CAPITAL OUTLAY	126,250	126,250	126,250
2,556,298	2,598,888	3,010,495		TOTAL WASTEWATER OPERATIONS	3,150,586	3,129,300	3,130,247
				OTHER USES			
400,218	407,242	332,755	055-9500-000.81-01	TO GENERAL FUND	344,255	344,255	344,255
140,919	147,875	151,867	055-9500-000.81-05	TO STREET FUND	152,090	152,090	152,090
290,000	234,721	65,000	055-9500-000.81-09	TO PUBLIC WKS RESRV FUND	80,000	80,000	80,000
3,390	3,606	3,581	055-9500.000.81-10	TO UNEMPLOYMENT FUND	3,788	3,788	3,788
59,853	59,224	59,538	055-9500-000.81-43	TO FFCO 2008 DEBT SVC FUND	59,775	59,775	59,775
623,000	693,000	845,000	055-9500-000.81-56	TO SEWER SPCL RESRV FUND	245,000	245,000	245,000
1,300,000	1,350,000	1,400,000	055-9500-000.81-57	PLANT CONSTRUCTION.DEBT	2,050,000	2,050,000	2,050,000
2,817,380	2,895,668	2,857,741		TOTAL OPERATING TRANSFERS OUT	2,934,908	2,934,908	2,934,908
-	-	162,962	055-9500-000.88-00	CONTINGENCY	39,841	61,127	60,180
-	-	162,962		TOTAL CONTINGENCY	39,841	61,127	60,180
2,817,380	2,895,668	3,020,703		TOTAL OTHER USES	2,974,749	2,996,035	2,995,088
5,373,678	5,494,556	6,031,198		GRAND TOTAL WASTEWATER FUND EXPENSES	6,125,335	6,125,335	6,125,335
777,268	757,326	-		TOTAL WASTEWATER FUND - REVENUES LESS EXPENSES	-	-	-

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget**

SEWER SPECIAL RESERVE FUND

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

FY13/14	FY14/15	FY15/16		Account	FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
REVENUES							
1,830,188	2,687,592	2,714,433	056-0000-300.00-00	BEGINNING BALANCE	2,993,235	2,993,235	2,993,235
-	-	-	056-0000-330.00-00	INTERGOVERNMENTAL REVENUE	-	-	-
450,190	49,823	35,780	056-0000-344.20-00	CONNECT CHRGS/ SW SDC	35,780	35,780	35,780
7,695	9,635	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	-	-	-
11,731	14,371	1,000	056-0000-361.00-00	INTEREST REVENUES	13,000	13,000	13,000
623,000	693,000	845,000	056-0000-391.55-00	WASTEWATER UTILITY FUND	245,000	245,000	245,000
2,922,804	3,454,421	3,603,053	TOTAL SEWER SPECIAL RESERVE FUND REVENUES		3,293,855	3,293,855	3,293,855
EXPENDITURES							
-	-	-	056-5600-000.31-10	CONTRACTUAL SERVICES	-	-	-
-	-	-	056-5600-000.34-10	ENGINEERING SERVICES	-	-	-
-	-	-	056-5600-000.53-40	LEGAL NOTICES	-	-	-
-	-	-	TOTAL MATERIALS & SERVICES		-	-	-
-	-	-	056-5600-000.74-80	PUMPS	-	-	-
-	56,696	150,000	056-5600-000.75-10	CAPITAL PROJECTS	150,000	150,000	150,000
227,983	272,669	2,452,347	056-5600-000.76-30	SEWER LINES	1,235,121	1,235,121	1,235,121
-	450,942	993,735	056-5600-000.76-40	STORM WATER IMPROVEMENTS	901,665	901,665	901,665
-	-	-	056-5600-000.78-99	FUTURE CAPITAL PROJECTS	-	-	-
227,983	780,307	3,596,082	TOTAL CAPITAL OUTLAY		2,286,786	2,286,786	2,286,786
227,983	780,307	3,596,082	TOTAL SEWER SPECIAL RESERVE FUND OPERATIONS		2,286,786	2,286,786	2,286,786
OTHER USES							
-	-	-	056-9500-000.81-37	TO CAPITAL PROJECT FUND	-	-	-
7,229	7,082	6,971	056-9500-000.81-44	TO 2009 FFCO DEBT SVC FUND	7,069	7,069	7,069
-	-	-	056-9500-000.81-57	TO SW PLANT CONSTC FUND	1,000,000	1,000,000	1,000,000
7,229	7,082	6,971	TOTAL OPERATING TRANSFERS OUT		1,007,069	1,007,069	1,007,069
7,229	7,082	6,971	TOTAL OTHER USES		1,007,069	1,007,069	1,007,069
235,212	787,389	3,603,053	GRAND TOTAL SEWER SPECIAL RESERVE FUND EXPENSE		3,293,855	3,293,855	3,293,855
2,687,591	2,667,032	-	SEWER SPECIAL RESERVE FUND - REVENUE LESS EXPENS		-	-	-

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget**

SEWER PLANT CONSTRUCTION / DEBT SERVICE FUND

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

FY13/14	FY14/15	FY15/16		Account	FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
REVENUES							
3,253,688	3,916,467	4,564,267	057-0000-300.00-00	BEGINNING BALANCE	4,940,532	4,940,532	4,940,532
			057-0000-335.57-00	STATE GRANT REVENUE - Renewal Power Generation Grants	831,000	831,000	831,000
17,613	20,601	14,000	057-0000-361.00-00	INTEREST REVENUES	20,000	20,000	20,000
1,300,000	1,350,000	1,400,000	057-0000-391.55-00	WASTEWATER UTILITY FUND	2,050,000	2,050,000	2,050,000
-	-	-	057-0000-391.56-00	WASTEWATER CAPITAL FUND	1,000,000	1,000,000	1,000,000
-	-	-	057-0000-393.10-00	LOAN/BOND PROCEEDS	-	-	-
4,571,301	5,287,068	5,978,267		TOTAL SEWER PLANT CONTS/DEBT SVC REVENUES	8,841,532	8,841,532	8,841,532
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	-	-	-
-	828	-	057-5700-000.73-50	CONSTRUCTION CONTRACTS	-	-	-
-	-	-	057-5700-000.74-10	MACHINERY	-	-	-
-	-	-	057-5700-000.74-90	EQUIPMENT, OTHER	-	-	-
98,647	31,756	5,425,882	057-5700-000.75-10	CAPITAL PROJECTS	8,289,687	8,289,687	8,289,687
-	-	-	057-5700-000.76-30	SEWER LINES	-	-	-
98,647	32,584	5,425,882		TOTAL CAPITAL OUTLAY	8,289,687	8,289,687	8,289,687
98,647	32,584	5,425,882		TOTAL SEWER PLANT CONST/DEBT SVC OPERATIONS	8,289,687	8,289,687	8,289,687
556,185	551,965	552,385	057-9500-000.81-58	DEBT SERVICE FUND	551,845	551,845	551,845
556,185	551,965	552,385		TOTAL OPERATING TRANSFERS OUT	551,845	551,845	551,845
556,185	551,965	552,385		TOTAL OTHER USES	551,845	551,845	551,845
654,832	584,549	5,978,267		GRAND TOTAL SEWER PLANT CONSTRUCTION EXPENSES	8,841,532	8,841,532	8,841,532
3,916,469	4,702,519	-		SEWER PLANT CONSTRUCTION FUND - REVENUES LESS E	-	-	-

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget**

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. Aeronautical Management Inc. (AMI) has been hired to operate the airport under the general oversight of the City Manager. Gorge Aviation Services (GAS) is the contracted fixed-base operator at the airport and provides a number of services, including operation of the aviation fuel station, flight training, and aircraft maintenance. GAS is in the process of establishing a charter service and was approved for a Part 141 Flight School which permits GAS to work with the Veterans Administration for flight training to veterans.

2016-2017 Goals, Projects and Highlights

- Construction of a drainage area for new hangers.
- Negotiate a golf course lease.
- Design of a new terminal building if a grant is received.
- Construction of F Hanger if sufficient funds remain after Flex-Hangar project.
- Rehabilitation of Taxiway A mid-section.
- Construct Flex-Space Hangar.

2015-2016 Accomplishments/Comments

- Completion of the 17 lot industrial subdivision.
- Purchased D Hanger.
- Obtained loan for construction of Flex Space Building and F Hanger and purchase of D Hanger.
- Completed rehabilitation of Taxiway A South.
- Completed design of Taxiway A mid-section

Major Issues to be resolved in the next five years

- Development of a world-class golf course.
- Charter or taxi air services at the airport.
- Attract Industrial Park tenants.
- Construct new airport terminal with restaurant and meeting space.
- Runway maintenance 7/25 rehabilitation.
- Runway extension.
- Re-alignment of Dallesport Road for addition useable runway length.

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget
AIRPORT SUMMARY**

FY13/14	FY14/15	FY15/16		FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Account Description	Proposed	Approved	Adopted
Actual	Actual	Budget		Budget	Budget	Budget
298,805	195,148	1,799,188	BEGINNING BALANCE	1,947,025	1,947,025	1,947,025
2,158,897	571,272	1,033,500	REVENUES	2,601,263	2,601,263	2,601,263
125,838	2,583,582	66,000	OTHER SOURCES	73,000	73,000	73,000
2,583,540	3,350,002	2,898,688	TOTAL RESOURCES	4,621,288	4,621,288	4,621,288
2,388,391	1,561,983	2,872,071	AIRPORT	4,237,046	4,237,046	4,237,046
2,388,391	1,561,983	2,872,071	TOTAL EXPENDITURES	4,237,046	4,237,046	4,237,046
-	-	-	CHARGES FOR SERVICES	-	-	-
-	-	-	TRANSFER OUT	-	-	-
-	-	26,617	CONTINGENCY	384,242	384,242	384,242
-	-	-	UNAPPROPRIATED ENDING BAL	-	-	-
-	-	26,617	TOTAL OTHER USES	384,242	384,242	384,242
2,388,391	1,561,983	2,898,688	TOTAL EXPENDS & OTHER USES	4,621,288	4,621,288	4,621,288
195,149	1,788,019	-	FUND TOTAL	-	-	-

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget**

AIRPORT FUND

FY13/14	FY14/15	FY15/16		Account	FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
REVENUES							
298,805	195,148	1,799,188	061-0000-300.00-00	BEGINNING BALANCE	1,947,025	1,947,025	1,947,025
65,000	65,000	65,000	061-0000-330.00-00	INTERGOVERNMENTAL REV	65,000	65,000	65,000
-	-	-	061-0000-330.10-00	OTHER WA	-	-	-
-	-	210,000	061-0000-330.15-00	OTHER OR	240,000	240,000	240,000
1,969,391	383,440	-	061-0000-331.20-00	FEDERAL GRANTS-FAA	1,530,000	1,530,000	1,530,000
-	-	625,000	061-0000-331.90-00	FEDERAL GRANTS-MISC	625,000	625,000	625,000
9,000	4,900	3,000	061-0000-341.90-00	MISC SALES & SVCS	3,000	3,000	3,000
8,084	7,396	9,500	061-0000-347.00-00	AVIATION FUEL SALES	10,000	10,000	10,000
1,242	1,755	1,000	061-0000-361.00-00	INTEREST REVENUES	1,000	1,000	1,000
106,181	108,782	120,000	061-0000-363.50-00	PROPERTY RENTALS	127,263	127,263	127,263
60,838	900	1,000	061-0000-369.00-00	OTHER MISC REVENUES	8,000	8,000	8,000
65,000	65,000	65,000	061-0000-391.01-00	GENERAL FUND	65,000	65,000	65,000
-	-	-	061-0000-392.00-00	SALE OF FIXED ASSETS	-	-	-
-	2,517,682	-	061-0000-393.10-00	LOAN/BOND PROCEEDS	-	-	-
2,583,540	3,350,002	2,898,688	TOTAL AIRPORT FUND REVENUES		4,621,288	4,621,288	4,621,288
EXPENSES							
375	66,645	2,400	061-6100-000.31-10	CONTRACTUAL SERVICES	12,400	12,400	12,400
102,857	105,612	115,000	061-6100-000.31-90	CONTRACTUAL SVC - OTHER	117,070	117,070	117,070
-	-	-	061-6100-000.34-10	ENGINEERING SVC	-	-	-
3,292	5,688	5,700	061-6100-000.41-10	WATER & SEWER	9,000	9,000	9,000
702	969	1,000	061-6100-000.41-20	GARBAGE SERVICES	1,200	1,200	1,200
10,341	8,365	10,000	061-6100-000.41-40	ELECTRICITY	12,000	12,000	12,000
21,006	14,576	23,500	061-6100-000.43-10	BUILDINGS AND GROUNDS	23,500	23,500	23,500
717	-	1,600	061-6100-000.43-45	JOINT USE OF LABOR	1,600	1,600	1,600
2,219	2,563	6,000	061-6100-000.43-50	VEHICLES - REPAIR/MAINT	6,000	6,000	6,000
1,951	1,057	3,000	061-6100-000.43-51	GAS/OIL/DIESEL	3,000	3,000	3,000
10,118	5,195	10,000	061-6100-000.46-10	PROPERTY TAXES	10,000	10,000	10,000
10,011	6,139	11,500	061-6100-000.52-10	LIABILITY INSURANCE	11,500	11,500	11,500
5,329	9,414	11,000	061-6100-000.52-30	PROPERTY INSURANCE	11,000	11,000	11,000
480	207	300	061-6100-000.53-20	POSTAGE	300	300	300
3,646	2,204	4,000	061-6100-000.53-30	TELEPHONE	4,000	4,000	4,000
78	104	500	061-6100-000.53-40	LEGAL NOTICES	500	500	500
3,342	-	15,000	061-6100-000.54-00	ADVERTISING	15,000	15,000	15,000
405	415	1,000	061-6100-000.57-00	PERMITS	1,000	1,000	1,000
47	39	8,500	061-6100-000.58-10	TRAVEL, FOOD & LODGING	8,500	8,500	8,500
870	1,170	4,000	061-6100-000.58-50	TRAINING AND CONFERENCES	4,000	4,000	4,000
545	330	1,000	061-6100-000.58-70	MEMBERSHIPS/DUES	1,000	1,000	1,000
202	347	1,000	061-6100-000.60-10	OFFICE SUPPLIES	1,000	1,000	1,000
30	11	1,000	061-6100-000.69-50	MISCELLANEOUS EXP	1,000	1,000	1,000
240	-	3,000	061-6100-000.69-80	ASSETS < \$5000	3,000	3,000	3,000
178,802	231,052	240,000	TOTAL MATERIALS AND SERVICES		257,570	257,570	257,570
-	5,607	100,000	061-6100-000.72-20	BUILDINGS	100,000	100,000	100,000
-	721,524	2,276,771	061-6100-000.72-30	BUILDINGS-HANGER	1,992,476	1,992,476	1,992,476
2,209,589	603,799	255,300	061-6100-000.73-30	IMPROVEMENTS OTHER	1,887,000	1,887,000	1,887,000
-	-	-	061-6100-000.74-10	MACHINERY	-	-	-
2,209,589	1,330,930	2,632,071	TOTAL CAPITAL OUTLAY		3,979,476	3,979,476	3,979,476
2,388,391	1,561,983	2,872,071	TOTAL AIRPORT OPERATIONS EXPENSES		4,237,046	4,237,046	4,237,046
-	-	-	061-9500-000.81-62	TO AIRPORT DEBT SERVICE	-	-	-
-	-	-	TOTAL OPERATING TRANSFERS OUT		-	-	-
-	-	26,617	061-9500-000.88-00	CONTINGENCY	384,242	384,242	384,242
-	-	26,617	TOTAL CONTINGENCY		384,242	384,242	384,242
-	-	26,617	TOTAL OTHER USES		384,242	384,242	384,242
2,388,391	1,561,983	2,898,688	GRAND TOTAL AIRPORT FUND EXPENSES		4,621,288	4,621,288	4,621,288
195,149	1,788,019	-	TOTAL AIRPORT FUND - REVENUES LESS EXPENSES		-	-	-

**City of The Dalles, Oregon
Fiscal Year 2016-17 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

FY13/14	FY14/15	FY15/16		FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Revenue/Cost Centers	Proposed	Approved	Adopted
				Budget	Budget	Budget
322,201	768,163	359,305	BEGINNING BALANCE	541,748	541,748	541,748
859,807	204,511	483,816	REVENUES	177,730	177,730	177,730
3,930	303,319	-	OTHER SOURCES	-	-	-
1,185,937	1,275,992	843,121	TOTAL RESOURCES	719,478	719,478	719,478
18,874	75,655	375,522	SPECIAL ASSESMENTS FUND	373,552	373,552	373,552
233,889	394,281	214,876	CAPITAL PROJECTS FUND	222,449	222,449	222,449
252,763	469,935	590,398	TOTAL EXPENDITURES	596,001	596,001	596,001
165,012	478,666	252,723	TRANSFER OUT	123,477	123,477	123,477
-	-	-	CONTINGENCY	-	-	-
-	-	-	UNAPPROPRIATED ENDING BAL	-	-	-
165,012	478,666	252,723	TOTAL OTHER USES	123,477	123,477	123,477
417,775	948,601	843,121	TOTAL EXPENDS & OTHER USES	719,478	719,478	719,478
768,162	327,391	-	FUND TOTAL	-	-	-

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget**

Fund: Capital Improvements Fund Group
Department: Special Assessments (036)
Program: Other (419)

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.

2016-17 Goals, Projects, and Highlights

- No LIDs are currently planned for FY16/17.
- Pursue payment of nuisance abatements.

2015-16 Accomplishments/Comments

- Completed and received assessments property for West 7th Street LID.
- 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 2016-17 Budget
SPECIAL ASSESSMENTS FUND**

FY13/14	FY14/15	FY15/16		Account	FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
REVENUES							
18,401	491,319	107,590	036-0000-300.00-00	BEGINNING BALANCE	407,064	407,064	407,064
25,434	24,920	25,500	036-0000-318.20-00	NW NATURAL GAS FRANCHISE FEES	25,500	25,500	25,500
1,951	2,082	2,000	036-0000-361.00-00	INTEREST REVENUES	2,000	2,000	2,000
-	-	1,000	036-0000-369.00-00	OTHER MISC. REVENUES	1,000	1,000	1,000
565,344	60,343	331,539	036-0000-370.10-00	PRINCIPAL-NONBONDED	47,849	47,849	47,849
15,575	22,314	20,616	036-0000-370.20-00	INTEREST-NONBONDED	4,306	4,306	4,306
626,704	600,978	488,245	TOTAL SPECIAL ASSESSMENTS FUND REVENUES		487,719	487,719	487,719
EXPENDITURES							
-	1,200	30,000	036-3600-000.31-25	ABATEMENTS	80,000	80,000	80,000
17,148	-	25,500	036-3600-000.31-80	CORNER LOT RELIEF	25,500	25,500	25,500
-	65,302	-	036-3600-000.31-95	REFUNDS	-	-	-
-	9,133	-	036-3600-000.32-20	SPECIAL LEGAL SERVICES	-	-	-
175	19	1,000	036-3600-000.53-20	POSTAGE	1,000	1,000	1,000
102	-	200	036-3600-000.53-40	LEGAL NOTICES	200	200	200
-	-	-	036-3600-000.69-50	MISCELLANEOUS EXP	-	-	-
17,424	75,655	56,700	TOTAL MATERIALS AND SERVICES		106,700	106,700	106,700
1,450	-	318,822	036-3600-000.75-10	CAPITAL PROJECTS LIDS	266,852	266,852	266,852
1,450	-	318,822	TOTAL CAPITAL OUTLAY		266,852	266,852	266,852
18,874	75,655	375,522	TOTAL SPECIAL ASSESSMENTS OPERATIONS		373,552	373,552	373,552
10,000	10,000	10,000	036-9500-000.81-01	TO GENERAL FUND	10,000	10,000	10,000
-	303,319	-	036-9500-000.81-37	TO CAPITAL PROJECTS FUND	-	-	-
106,512	104,347	102,723	036-9500-000.81-44	TO 2009 FFCO BOND DEBT SVC FUND	104,167	104,167	104,167
116,512	417,666	112,723	TOTAL OPERATING TRANSFERS OUT		114,167	114,167	114,167
116,512	417,666	112,723	TOTAL OTHER USES		114,167	114,167	114,167
135,386	493,321	488,245	TOTAL SPECIAL ASSESSMENTS FUND EXPENSES		487,719	487,719	487,719
491,318	107,657	-	SPECIAL ASSESSMENTS FUND - REVENUES LESS EXPENSE		-	-	-

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget**

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 15-039). 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.

2016-17 Goals, Projects, and Highlights

- Replace HVAC units at City Hall and Police Department as needed (\$16,000)
- Reserve for future City Hall improvements (\$183,838)

2015-16 Accomplishments/Comments

- \$105,000 transferred to the General Fund for two (2) police cars and a parking lot sweeper

Major Issues to be resolved in the next five years

- Completion of City Hall renovation of City Hall 2nd Floor

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget
CAPITAL PROJECTS FUND**

FY13/14	FY14/15	FY15/16		Account	FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
REVENUES							
303,799	276,844	251,715	037-0000-300.00-00	BEGINNING BALANCE	134,684	134,684	134,684
142,955	-	-	037-0000-337.90-00	LOCAL GOV REV-PARTNERS	-	-	-
1,417	1,475	1,400	037-0000-361.00-00	INTEREST REVENUES	1,200	1,200	1,200
101,234	87,602	101,761	037-0000-363.80-00	STATE OFFICE BLDG INC	95,875	95,875	95,875
-	1,500	-	037-0000-369.00-00	OTHER MISC REVENUES	-	-	-
5,456	4,179	-	037-0000-380.10-00	LOAN REV - PRINCIPAL	-	-	-
442	96	-	037-0000-380.20-00	LOAN REV - INTEREST	-	-	-
3,930	-	-	037-0000-391.01-00	GENERAL FUND	-	-	-
-	-	-	037-0000-391.13-00	TRANSPORTATION SYSTEM RESERVE FU	-	-	-
-	303,319	-	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	-	-	-
559,233	675,014	354,876	TOTAL CAPITAL PROJECTS FUND REVENUES		231,759	231,759	231,759
EXPENDITURES							
*** GENERAL FUND BUILDINGS							
	18,414		037-3700-000.43-10	BUILDINGS & GROUNDS	-	-	-
875	600	5,000	037-3700-000.69-80	ASSETS < \$5000	5,000	5,000	5,000
875	19,014	5,000	TOTAL MATERIALS AND SERVICES		5,000	5,000	5,000
6,704	400	194,189	037-3700-000.72-20	BUILDINGS	199,838	199,838	199,838
24,909	-	-	037-3700-000.73-30	IMPRV OTHER THAN BLDG	-	-	-
31,613	400	194,189	TOTAL CAPITAL OUTLAY		199,838	199,838	199,838
32,488	19,414	199,189	TOTAL GENERAL FUND BUILDINGS		204,838	204,838	204,838
*** TUNNEL PROJECT - OIB LOAN							
181,615	-	-	037-3750-000.79-50	PRINCIPAL PAYMENT	-	-	-
4,570	-	-	037-3750-000.79-60	INTEREST PAYMENT	-	-	-
186,185	-	-	TOTAL DEBT SERVICE		-	-	-
186,185	-	-	TOTAL TUNNEL PROJECT		-	-	-
*** PORT LOAN - AIRPORT WELL							
13,026	13,547	14,084	037-3775-000.79-50	PRINCIPAL PAYMENT	16,646	16,646	16,646
2,124	1,603	1,603	037-3775-000.79-60	INTEREST PAYMENT	965	965	965
15,150	15,150	15,687	TOTAL DEBT SERVICE		17,611	17,611	17,611
15,150	15,150	15,687	TOTAL PORT LOAN - AIRPORT WELL		17,611	17,611	17,611
*** EAST PORT LID (added FY09/10)							
-	-	-	037-4400-000.31-10	2009 FFCO ADMIN FEES	-	-	-
67	-	-	037-4400-000.75-10	CAPITAL PROJECTS	-	-	-
67	-	-	TOTAL CAPITAL OUTLAY		-	-	-
67	-	-	TOTAL EAST PORT LID		-	-	-
*** 7TH ST LID (added FY14/15)							
	359,717	-	037-4450-000.75-10	CAPITAL PROJECTS	-	-	-
	359,717	-	TOTAL CAPITAL OUTLAY		-	-	-
	359,717	-	TOTAL 7TH ST LID		-	-	-
233,889	394,281	214,876	TOTAL CAPITAL PROJECTS FUND OPERATIONS		222,449	222,449	222,449
42,500	55,000	105,000	037-9500-000.81-01	TO GENERAL FUND	-	-	-
-	-	26,000	037-9500-000.81-04	TO LIBRARY FUND	-	-	-
6,000	6,000	9,000	037-9500-000.81-21	TO STATE OFFICE BLDG FUND	9,310	9,310	9,310
48,500	61,000	140,000	TOTAL OPERATING TRANSFERS OUT		9,310	9,310	9,310
282,389	455,281	354,876	TOTAL CAPITAL PROJECTS FUND EXPENSES		231,759	231,759	231,759
276,844	219,734	-	CAPITAL PROJECTS FUND - REVENUES LESS EXPENSES		-	-	-

**City of The Dalles, Oregon
Fiscal Year 2016-17 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.

SPECIAL REVENUE FUND SUMMARY

FY13/14	FY14/15	FY15/16		FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Revenue/Cost Centers	Proposed	Approved	Adopted
				Budget	Budget	Budget
3,663,291	3,510,715	3,530,351	BEGINNING BALANCE	3,553,623	3,553,623	3,553,623
324,003	714,350	6,326,677	REVENUES	3,578,044	3,578,044	3,578,044
19,671	70,280	2,336,605	OTHER SOURCES	3,759,430	3,759,430	3,759,430
4,006,965	4,295,345	12,193,633	TOTAL RESOURCES	10,891,097	10,891,097	10,891,097
1,938	15,345	83,149	UNEMPLOYMENT RESERVE FUND	113,511	113,511	113,511
933	2,363	16,585	COMMUNITY BENEVOLENCE FUND	14,714	14,714	14,714
292,213	461,244	11,773,460	SPECIAL GRANTS FUND	10,497,280	10,497,280	10,497,280
197,665	174,784	316,939	STATE OFFICE BUILDING FUND	262,592	262,592	262,592
492,748	653,736	12,190,133	TOTAL EXPENDITURES	10,888,097	10,888,097	10,888,097
3,500	50,770	3,500	TRANSFER OUT	3,000	3,000	3,000
-	-	-	CONTINGENCY	-	-	-
-	-	-	UNAPPROPRIATED ENDING BAL	-	-	-
3,500	50,770	3,500	TOTAL OTHER USES	3,000	3,000	3,000
496,248	704,506	12,193,633	TOTAL EXPENDS & OTHER USES	10,891,097	10,891,097	10,891,097
3,510,717	3,590,838	-	FUND TOTAL	-	-	-

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget**

UNEMPLOYMENT RESERVE FUND

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

FY13/14 Actual	FY14/15 Actual	FY15/16 Budget	Account Number	Account Description	FY16/17 Proposed Budget	FY16/17 Approved Budget	FY16/17 Adopted Budget
REVENUES							
42,249	54,219	53,654	010-0000-300.00-00	BEGINNING BALANCE	82,891	82,891	82,891
237	300	200	010-0000-361.00-00	INTEREST REVENUES	500	500	500
-	-	14,947	010-0000-391.01-00	GENERAL FUND	15,111	15,111	15,111
2,189	2,237	2,394	010-0000-391.04-00	LIBRARY FUND	2,432	2,432	2,432
2,041	2,182	2,138	010-0000-391.05-00	STREET FUND	2,375	2,375	2,375
6,051	6,255	6,235	010-0000-391.51-00	WATER UTILITY FUND	6,414	6,414	6,414
3,390	3,606	3,581	010-0000-391.55-00	WASTEWATER UTILITY	3,788	3,788	3,788
56,157	68,799	83,149	TOTAL UNEMPLOYMENT RESERVE FUND REVENUES		113,511	113,511	113,511
EXPENDITURES							
1,938	15,345	83,149	010-1000-000.25-00	UNEMPLOYMENT EXPENSES	113,511	113,511	113,511
1,938	15,345	83,149	TOTAL PERSONNEL SERVICE		113,511	113,511	113,511
1,938	15,345	83,149	TOTAL UNEMPLOYMENT RESERVE FUND EXPENSES		113,511	113,511	113,511
54,220	53,454	-	UNEMPLOYMENT FUND - REVENUES LESS EXPENSES		-	-	-

COMMUNITY BENEVOLENCE FUND

FY13/14 Actual	FY14/15 Actual	FY15/16 Budget	Account Number	Account Description	FY16/17 Proposed Budget	FY16/17 Approved Budget	FY16/17 Adopted Budget
REVENUES							
11,790	12,915	14,485	011-0000-300.00-00	BEGINNING BALANCE	12,614	12,614	12,614
58	61	100	011-0000-361.00-00	INTEREST REVENUES	100	100	100
2,000	2,000	2,000	011-0000-365.15-00	GIFTS/DONATIONS - WAR MEMORIAL	2,000	2,000	2,000
-	-	-	011-0000-369.00-00	OTHER MISC. REVENUES	-	-	-
13,848	14,976	16,585	TOTAL COMMUNITY BENEVOLENCE FUND REVENUES		14,714	14,714	14,714
EXPENDITURES							
933	2,363	-	011-1200-000.60-85	SPECIAL DEPT SUPPLIES	-	-	-
933	2,363	-	TOTAL MATERIALS AND SERVICES		-	-	-
933	2,363	-	TOTAL VIETNAM MEMORIAL		-	-	-
-	-	16,585	011-1500-000.60-85	SPECIAL DEPT SUPPLIES	14,714	14,714	14,714
-	-	16,585	TOTAL MATERIALS AND SERVICES		14,714	14,714	14,714
-	-	-	011-1500-000.73-30	IMPRVMTS OTHER THAN BLDGS	-	-	-
-	-	-	TOTAL CAPITAL OUTLAY		-	-	-
-	-	16,585	TOTAL WAR MEMORIAL FUND		14,714	14,714	14,714
933	2,363	16,585	TOTAL COMMUNITY BENEVOLENT FUND EXPENSES		14,714	14,714	14,714
12,915	12,613	-	COMMUNITY BENEVOLENT FUND - REVENUES LESS EXPE		-	-	-

**City of The Dalles, Oregon
Fiscal Year 2016-17 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.

2016-17 Goals, Projects, and Highlights

- Review and re-evaluate the 1st Street Urban Renewal Treatment, and the Washington/Federal Street Plaza Project.
- Granada Block redevelopment.
- If the Granada Block includes a hotel, evaluate the 1st Street parking structure – Includes \$1.45 million in private contributions and a \$2.27 million loan to be paid back with Transient Room Tax from the new hotel.
- \$3,000 of SHPO is being transferred to the General Fund to help support this year’s Capital expenditures.
- Complete Housing and Land Assessments.

2015-16 Accomplishments/Comments

- Completion of Downtown WiFi system Phase 5.

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.
- West 2nd Street Gateway.
- 3rd Street Streetscape

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget
SPECIAL GRANTS FUND**

FY13/14 Actual	FY14/15 Actual	FY15/16 Budget	Account Number	Account Description	FY16/17 Proposed Budget	FY16/17 Approved Budget	FY16/17 Adopted Budget
REVENUES							
3,572,260	3,445,747	3,440,121	018-0000-300.00-00	BEGINNING BALANCE	3,441,719	3,441,719	3,441,719
25,958	374,042	-	018-0000-331.15-00	FED GRANTS - CDBG HOUSING 2007	-	-	-
-	-	-	018-0000-331.31-30	FEDERAL GRANTS-EDA	-	-	-
9,917	25,950	1,633,120	018-0000-331.90-00	FEDERAL GRANTS-MISC	1,170,000	1,170,000	1,170,000
-	-	1,350,000	018-0000-334.25-00	ODOT GRANTS	-	-	-
-	-	158,250	018-0000-334.35-00	LCDC GRANT - STATE	30,000	30,000	30,000
-	-	-	018-0000-334.40-00	OIB GRANT	-	-	-
14,500	1,000	10,500	018-0000-334.90-00	STATE GRANTS, OTHER	52,930	52,930	52,930
86,048	97,910	43,200	018-0000-336.10-00	PRIVATE SECTOR GRANTS (GOOGLE)	-	-	-
-	-	1,450,800	018-0000-336.20-00	PRIVATE PARTICIPATION PARKING	1,450,800	1,450,800	1,450,800
-	-	1,385,659	018-0000-337.10-00	URBAN RENEWAL	620,331	620,331	620,331
14,360	-	-	018-0000-337.40-00	QLIFE CONTRIBUTION	-	-	-
-	-	-	018-0000-337.65-00	NWC PUD GRANT	-	-	-
13,751	13,687	7,000	018-0000-361.00-00	INTEREST REVENUES	14,500	14,500	14,500
4,667	-	-	018-0000-369.00-00	OTHER MISC. REVENUES	-	-	-
-	-	25,000	018-0000-391.01-00	TRANSFERS FROM GENERAL	-	-	-
-	50,000	4,110	018-0000-391.13-00	TRANSFERS FROM TRANS SYS RSRV	-	-	-
-	-	2,269,200	018-0000-393.10-00	LOAN/BOND PROCEEDS	3,720,000	3,720,000	3,720,000
3,741,460	4,008,336	11,776,960	TOTAL SPECIAL GRANTS FUND REVENUES		10,500,280	10,500,280	10,500,280
EXPENDITURES							
*** CDBG/ MID COLUMBIA HOUSING							
25,958	374,042	-	018-2500-000.39-00	OTHER CONTRACTUAL SVCS	-	-	-
25,958	374,042	-	TOTAL MATERIALS & SERVICES		-	-	-
25,958	374,042	-	TOTAL CDBG/ MID COLUMBIA 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)							
-	-	182,360	018-2630-000.39-00	OTHER CONTRACTUAL SERV	-	-	-
-	-	182,360	TOTAL MATERIALS & SERVICES		-	-	-
-	-	182,360	TOTAL TRANSPORTATION SYSTEM PLAN (TSP)		-	-	-
*** SHPO/CERT LOC GOVT							
1,000	-	7,000	018-2700-000.31-10	CONTRACTUAL SERVICES	1,000	1,000	1,000
34,013	-	-	018-2700-000.69-90	OTHER	-	-	-
35,013	-	7,000	TOTAL MATERIALS AND SERVICES		1,000	1,000	1,000
35,013	-	7,000	TOTAL SHPO/CERT LOC GOVT		1,000	1,000	1,000
*** HOUSING / LAND NEEDS ASSESSMENT							
-	-	55,000	018-2800-000.31-10	CONTRACTUAL SERVICES	55,000	55,000	55,000
-	-	-	018-2800-000.69-90	OTHER	-	-	-
-	-	55,000	TOTAL MATERIALS AND SERVICES		55,000	55,000	55,000
-	-	55,000	TOTAL HOUSING/LAND NEEDS ASSESSMENT		55,000	55,000	55,000

SPECIAL GRANTS FUND (continued)

FY13/14	FY14/15	FY15/16		Account	FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
				*** TUNNEL PROJECT			
3,345	6,432	7,140,000	018-2900-000.75-10	CAPITAL PROJECTS	4,537,049	4,537,049	4,537,049
3,345	6,432	7,140,000		TOTAL CAPITAL OUTLAY	4,537,049	4,537,049	4,537,049
3,345	6,432	7,140,000		TOTAL TUNNEL PROJECT	4,537,049	4,537,049	4,537,049
				*** THE DALLES DAM TOURS PROJECT			
1,269	1,942	5,900	018-3300-000.74.20	VEHICLES	-	-	-
35,345	1,045	-	018-3300-000.75-10	CAPITAL OUTLAY	-	-	-
36,613	2,987	5,900		TOTAL CAPITAL OUTLAY	-	-	-
36,613	2,987	5,900		TOTAL THE DALLES DAM TOURS PROJECT	-	-	-
				*** GORGE HUB - CONNECT OR III			
-	-	-	018-3450-000.75-10	CAPITAL PROJECTS	69,900	69,900	69,900
-	-	-		TOTAL CAPITAL OUTLAY	69,900	69,900	69,900
-	-	-		TOTAL GORGE HUB - CONNECT OR III	69,900	69,900	69,900
				*** GRANADA BLOCK PROJECT			
74,762	6,102	570,000	018-3710-000.75-10	CAPITAL PROJECTS	620,331	620,331	620,331
74,762	6,102	570,000		TOTAL CAPITAL OUTLAY	620,331	620,331	620,331
74,762	6,102	570,000		TOTAL GRANADA BLOCK PROJECT	620,331	620,331	620,331
				*** PARKING STRUCTURE CONSTRUCTION			
6,080	-	3,720,000	018-3725-000.75-10	CAPITAL PROJECTS	5,170,800	5,170,800	5,170,800
6,080	-	3,720,000		TOTAL CAPITAL OUTLAY	5,170,800	5,170,800	5,170,800
6,080	-	3,720,000		TOTAL PARKING STRUCTURE CONSTRUCTION	5,170,800	5,170,800	5,170,800
				*** FLOUR MILL PROJECT			
46,336	18,273	-	018-3800-000.75-10	CAPITAL PROJECTS	-	-	-
46,336	18,273	-		TOTAL CAPITAL OUTLAY	-	-	-
46,336	18,273	-		TOTAL FLOUR MILL PROJECT	-	-	-
				*** 3RD ST. STREET SCAPE			
-	-	-	018-3900-000.75-10	CAPITAL PROJECTS	-	-	-
-	-	-		TOTAL CAPITAL OUTLAY	-	-	-
-	-	-		TOTAL 3RD ST. STREET SCAPE	-	-	-
				*** WIFI PROJECT			
64,106	53,408	93,200	018-4700-000.75-10	CAPITAL PROJECTS	43,200	43,200	43,200
64,106	53,408	93,200		TOTAL CAPITAL OUTLAY	43,200	43,200	43,200
64,106	53,408	93,200		TOTAL WIFI PROJECT	43,200	43,200	43,200
292,213	461,244	11,773,460		TOTAL SPECIAL GRANTS FUND OPERATIONS	10,497,280	10,497,280	10,497,280
3,500	50,770	3,500	018-9500-000.81-01	TO GENERAL FUND	3,000	3,000	3,000
3,500	50,770	3,500		TOTAL OPERATING TRANSFERS OUT	3,000	3,000	3,000
295,713	512,014	11,776,960		TOTAL SPECIAL GRANTS FUND EXPENSES	10,500,280	10,500,280	10,500,280
3,445,748	3,496,322	-		SPECIAL GRANTS FUND - REVENUES LESS EXPENSES	-	-	-

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget**

Fund: State Office Building (021)
Department: State Office Building (22)
Program: Other (419)

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.

2016-17 Goals, Projects and Highlights

- Remodel of second floor restrooms
- Replace HVAC units (one in FY16/17 and one in FY17/18)

2015-16 Accomplishments/Comments

- Elevator Upgrade
- Landscaping projects.

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget**

STATE OFFICE BUILDING FUND

FY13/14	FY14/15	FY15/16		Account	FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
REVENUES							
36,992	(2,166)	22,091	021-0000-300.00-00	BEGINNING BALANCE	16,399	16,399	16,399
88	-	-	021-0000-361.01-00	INTEREST	100	100	100
83,400	73,647	75,387	021-0000-363.80-01	OPERATIONS	70,800	70,800	70,800
69,019	125,753	210,461	021-0000-363.80-02	MAINTENANCE	165,983	165,983	165,983
-	15,000	-	021-0000-363.80-03	DISCRETIONARY RENT	-	-	-
6,000	6,000	9,000	021-0000-391.37-00	FROM CAPITAL PROJECTS FUND	9,310	9,310	9,310
195,500	218,234	316,939	TOTAL STATE OFFICE BUILDING FUND REVENUES		262,592	262,592	262,592
EXPENDITURES							
34,772	35,957	37,341	021-2200-000.11-00	REGULAR SALARIES	38,630	38,630	38,630
-	-	-	021-2200-000.12-00	PARTTIME/TEMP SALARIES	-	-	-
1,082	364	500	021-2200-000.13-00	OVERTIME SALARIES	500	500	500
10,822	11,674	15,754	021-2200-000.21-10	MEDICAL INSURANCE	18,083	16,447	16,447
222	227	235	021-2200-000.21-20	L-T DISABILITY INSURANCE	243	243	243
39	38	35	021-2200-000.21-30	LIFE INSURANCE	35	35	35
1,911	1,916	2,860	021-2200-000.21-40	WORKERS COMP INSURANCE	2,484	2,484	2,484
2,724	2,749	2,895	021-2200-000.22-00	FICA	2,993	2,993	2,993
3,259	4,854	5,041	021-2200-000.23-00	RETIREMENT	5,215	5,215	5,215
-	-	-	021-2200-000.29-00	OTHER EMPLOYEE BENEFITS	-	-	-
54,831	57,779	64,661	TOTAL PERSONNEL SERVICE		68,183	66,547	66,547
General Services Dept Employees - See General Fund			Total Full-Time Equivalent (FTE)		General Services Employees		
5,156	4,916	8,000	021-2200-000.41-10	WATER & SEWER	7,000	7,000	7,000
3,482	3,503	3,200	021-2200-000.41-20	GARBAGE SERVICES	5,698	5,698	5,698
1,852	1,755	1,500	021-2200-000.41-30	NATURAL GAS	5,741	5,741	5,741
14,720	13,204	16,000	021-2200-000.41-40	ELECTRICITY	13,681	13,681	13,681
44,187	44,187	44,187	021-2200-000.42-00	JANITORIAL SERVICES	44,187	44,187	44,187
2,717	14,729	10,500	021-2200-000.43-10	BUILDINGS AND GROUNDS	10,500	10,500	10,500
19	-	500	021-2200-000.43-45	JOINT USE OF LABOR/EQUIP	500	500	500
290	91	300	021-2200-000.43-70	GENERAL EQUIPMENT	300	300	300
772	568	1,500	021-2200-000.43-72	ELECTRICAL SYSTEMS	8,000	8,000	8,000
84	118	1,000	021-2200-000.43-73	PLUMBING	1,000	1,000	1,000
13,086	3,383	16,000	021-2200-000.43-75	ELEVATORS	13,500	13,500	13,500
3,650	7,751	5,000	021-2200-000.43-77	HVAC SYSTEMS	10,000	10,000	10,000
5,331	5,270	5,800	021-2200-000.52-30	PROPERTY INSURANCE	6,090	6,090	6,090
384	384	500	021-2200-000.53-30	TELEPHONE	525	525	525
1,717	1,269	2,500	021-2200-000.60-20	JANITORIAL SUPPLIES	2,500	2,500	2,500
88	100	-	021-2200-000.69-50	MISCELLANEOUS EXPENSES	-	-	-
97,534	101,227	116,487	TOTAL MATERIALS AND SERVICES		129,222	129,222	129,222
45,300	15,778	73,000	021-2200-000.73-30	IMPROVEMENTS OTHER	32,000	12,000	12,000
45,300	15,778	73,000	TOTAL CAPITAL OUTLAY		32,000	12,000	12,000
-	-	62,791	021-9500-000.88-00	CONTINGENCY	33,187	54,823	54,823
-	-	62,791	TOTAL CONTINGENCY		33,187	54,823	54,823
197,665	174,784	316,939	TOTAL STATE OFFICE BUILDING EXPENSES		262,592	262,592	262,592
(2,166)	43,449	-	STATE OFFICE BUILDING FUND - REVENUES LESS EXPENS		-	-	-

City of The Dalles, Oregon
Fiscal Year 2016-17 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 five debt service funds for the upcoming year.

2016-17 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.
 - 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.

2015-16 Accomplishments/Comments

- Made payment of principal and interest on a timely basis for all of the debt listed above.

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget**

DEBT SERVICE FUND SUMMARY

FY13/14	FY14/15	FY15/16		FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Revenue/Cost Centers	Proposed	Approved	Adopted
				Budget	Budget	Budget
261,117	726,802	741,423	BEGINNING BALANCE	315,330	315,330	315,330
1,016,784	1,003,748	1,088,054	REVENUES	1,076,791	1,076,791	1,076,791
1,845,271	1,435,965	1,439,479	OTHER SOURCES	1,440,448	1,440,448	1,440,448
3,123,172	3,166,515	3,268,956	TOTAL RESOURCES	2,832,569	2,832,569	2,832,569
25,286	25,198	276,186	AIRPORT DEBT SERVICE FUND	238,657	238,657	238,657
562,005	561,805	966,205	WATER REVENUE BOND	565,005	565,005	565,005
304,130	300,930	302,530	FFCO 2008 DEBT SERVICE FUND	303,731	303,731	303,731
948,763	945,763	946,063	FFCO 2009 DEBT SERVICE FUND	945,863	945,863	945,863
556,185	551,965	552,385	WASTEWATER REVENUE BOND	551,845	551,845	551,845
2,396,368	2,385,660	3,043,369	TOTAL EXPENDITURES	2,605,101	2,605,101	2,605,101
-	-	225,587	RATE STABILIZATON RESERVES	227,468	227,468	227,468
-	-	225,587	TOTAL OTHER USES	227,468	227,468	227,468
2,396,368	2,385,660	3,268,956	TOTAL EXPENDS & OTHER USES	2,832,569	2,832,569	2,832,569
726,803	780,855	-	FUND TOTAL	-	-	-

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget**

AIRPORT DEBT SERVICE FUND

1. Klickitat Loan Issue Date: 11/01/2012; Annual Principal & Interest Payments Due: 09/10;
Final Payment Date: 09/10/23
2. Bond Issue Date: 02/24/15; Principal Payment Due: 06/01; Interest Payments Due: 12/1 & 06/01; Final Payment Date: 06/01/2035
3. Klickitat CERB Loan Date: 02/01/2015; Annual Principal & Interest Payments Due: 07/31; Final Payment Date: 07/31/2023.

FY13/14	FY14/15	FY15/16		Account	FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
REVENUES							
38,286	102,827	116,736	062-0000-300.00-00	BEGINNING BALANCE	89,037	89,037	89,037
272	537	300	062-0000-361.00-00	INTEREST REVENUES	700	700	700
89,555	77,571	159,150	062-0000-363.50-00	PROPERTY RENTALS	148,920	148,920	148,920
128,114	180,935	276,186	TOTAL AIRPORT DEBT SERV FUND REVENUES		238,657	238,657	238,657
EXPENDITURES							
-	-	50,000	062-6100-000.79-15	BOND PRINCIPAL	75,000	75,000	75,000
-	-	100,826	062-6100-000.79-25	BOND INTEREST	78,425	78,425	78,425
25,000	25,000	25,000	062-6100-000.79-50	PRINCIPAL PMTS - K. CO. 11/1/12	25,000	25,000	25,000
286	198	200	062-6100-000.79-60	INTEREST PMTS - K. CO. 11/1/12	350	350	350
-	-	28,000	062-6100-000.79-55	PRINCIPAL PMTS - K. CO. CERB LOAN	25,000	25,000	25,000
-	-	5,000	062-6100-000.79-65	INTEREST PMTS - K. CO. CERB LOAN	6,500	6,500	6,500
-	-	-	062-6100-000.79-66	PRINCIPAL PMTS - K. CO. FY13/14	-	-	-
-	-	-	062-6100-000.79-67	INTEREST PMTS - K. CO. FY13/14	-	-	-
-	-	67,160	062-6100-000.79-80	RSRV FOR FUTURE DEBT	28,382	28,382	28,382
25,286	25,198	276,186	TOTAL DEBT SERVICE		238,657	238,657	238,657
25,286	25,198	276,186	TOTAL AIRPORT DEBT SERVICE FUND EXPENSES		238,657	238,657	238,657
102,828	155,737	-	AIRPORT DEBT SERVICE FUND - REVENUE LESS EXPENSE		-	-	-

WATER REVENUE BOND FUND

Issue Date: 02/22/07; Principal Payment Due: 12/01; Interest Payments Due: 12/01 & 06/01;
Final Payment Due 06/01/2032

FY13/14	FY14/15	FY15/16		Account	FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
REVENUES							
-	400,000	400,000	041-0000-300.00-00	BEGINNING BALANCE	-	-	-
-	-	-	041-0000-361.00-00	INTEREST REVENUES	-	-	-
962,005	561,805	566,205	041-0000-391.53-00	WATER DEPT CAP RESERVE FUND	565,005	565,005	565,005
962,005	961,805	966,205	TOTAL WATER REVENUE BOND REVENUES		565,005	565,005	565,005
EXPENDITURES							
255,000	265,000	280,000	041-4100-000.79-15	BOND PRINCIPAL	290,000	290,000	290,000
307,005	296,805	286,205	041-4100-000.79-25	BOND INTEREST	275,005	275,005	275,005
562,005	561,805	566,205	TOTAL DEBT SERVICE		565,005	565,005	565,005
-	-	400,000	041-9500-000.81-53	TO WATER DEPT CAP RESERVE FUND	-	-	-
-	-	400,000	TOTAL OPERATING TRANSFERS OUT		-	-	-
562,005	561,805	966,205	TOTAL WATER REVENUE BOND EXPENSES		565,005	565,005	565,005
400,000	400,000	-	WATER REVENUE BOND - REVENUES LESS EXPENSES		-	-	-

**City of The Dalles, Oregon
Fiscal Year 2016-17 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

FY13/14	FY14/15	FY15/16		Account	FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
REVENUES							
2	-	-	043-0000-300.00-00	BEGINNING BALANCE	-	-	-
-	-	-	043-0000-361.00-00	INTEREST REVENUES	-	-	-
124,571	123,260	123,916	043-0000-363.80-00	STATE OFFICE BLDG INCOME	124,408	124,408	124,408
59,851	59,223	59,538	043-0000-391.05-00	FROM STREET FUND	59,774	59,774	59,774
59,853	59,223	59,538	043-0000-391.51-00	FROM WATER UTILITY FUND	59,774	59,774	59,774
59,853	59,224	59,538	043-0000-391.55-00	FROM WASTEWATER UTILITY FUND	59,775	59,775	59,775
304,130	300,930	302,530	TOTAL FFCO 2008 DEBT SVC FUND REVENUES		303,731	303,731	303,731
EXPENDITURES							
205,000	210,000	220,000	043-4300-000.79-50	PRINCIPAL PMTS	230,000	230,000	230,000
99,130	90,930	82,530	043-4300-000.79-60	INTEREST PMTS	73,731	73,731	73,731
304,130	300,930	302,530	TOTAL DEBT SERVICE		303,731	303,731	303,731
304,130	300,930	302,530	TOTAL FFCO 2008 DEBT SVC FUND EXPENSES		303,731	303,731	303,731
-	-	-	FFCO 2008 DEBT SVC FUND - REVENUES LESS EXPENSES		-	-	-

2009 FFCO BOND FUND

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

FY13/14	FY14/15	FY15/16		Account	FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
REVENUES							
1	-	-	044-0000-300.00-00	BEGINNING BALANCE	-	-	-
801,238	801,238	803,788	044-0000-332.50-00	FROM URBAN RENEWAL	801,588	801,588	801,588
-	-	-	044-0000-361.00-00	INTEREST REVENUES	-	-	-
106,512	104,347	102,723	044-0000-391.36-00	FROM SPECIAL ASSESSMENT FUND	104,167	104,167	104,167
33,783	33,096	32,581	044-0000-391.53-00	FROM WA CAPITAL RESERVE FUND	33,039	33,039	33,039
7,229	7,082	6,971	044-0000-391.56-00	FROM SW SPECIAL RESERVE FUND	7,069	7,069	7,069
948,763	945,763	946,063	TOTAL FFCO 2009 DEBT SVC FUND REVENUES		945,863	945,863	945,863
EXPENDITURES							
475,000	490,000	505,000	044-4300-000.79-50	PRINCIPAL PMTS	525,000	525,000	525,000
473,763	455,763	441,063	044-4300-000.79-60	INTEREST PMTS	420,863	420,863	420,863
948,763	945,763	946,063	TOTAL DEBT SERVICE		945,863	945,863	945,863
948,763	945,763	946,063	TOTAL 2009 FFCO DEBT SVC FUND EXPENSES		945,863	945,863	945,863
-	-	-	2009 FFCO DEBT SVC FUND - REVENUES LESS EXPENSES		-	-	-

**City of The Dalles, Oregon
Fiscal Year 2016-17 Budget**

WASTEWATER UTILITY REVENUE BOND FUND

Issue Date: 05/01/03; Principal Payment Due: 04/01; Interest Payments Due: 10/01 & 04/01;
Final Payment Due April 1, 2022

FY13/14	FY14/15	FY15/16			FY16/17	FY16/17	FY16/17
Actual	Actual	Budget	Account Number	Account Description	Proposed Budget	Approved Budget	Adopted Budget
REVENUES							
222,827	223,976	224,687	058-0000-300.00-00	BEGINNING BALANCE	226,293	226,293	226,293
1,148	1,142	900	058-0000-361.00-00	INTEREST REVENUES	1,175	1,175	1,175
556,185	551,965	552,385	058-0000-391.57-00	WASTEWATER CONST	551,845	551,845	551,845
780,161	777,083	777,972	TOTAL WASTEWATER PLANT DEBT SVC FUND REVENUES		779,313	779,313	779,313
EXPENDITURES							
395,000	405,000	420,000	058-5800-000.79-15	BOND PRINCIPAL	435,000	435,000	435,000
161,185	146,965	132,385	058-5800-000.79-25	BOND INTEREST	116,845	116,845	116,845
556,185	551,965	552,385	TOTAL DEBT SERVICE		551,845	551,845	551,845
-	-	225,587	058-9500-000.88-10	RATE STABILIZATION ACCT	227,468	227,468	227,468
-	-	225,587	TOTAL RESERVE		227,468	227,468	227,468
556,185	551,965	777,972	TOTAL WASTEWATER PLANT DEBT SVC FUND EXPENSES		779,313	779,313	779,313
223,976	225,118	-	WASTEWATER PLANT DEBT SVC FUND - REVENUES LESS F		-	-	-

City of The Dalles, Oregon

SUMMARY OF PROPERTY TAX LEVIES FOR FY16/17**General Fund**

2014 Estimated Assessed Value	1,030,995,018
Permanent Rate	x <u>0.0030155</u>
Estimated taxes	3,108,965
Less Compression	305,882
Less Appeal Reserves	-
Less uncollectible in year levied	<u>217,628</u>
General Fund taxes to Balance Budget	\$ 2,585,456
<hr/>	
Total Levies	\$ 3,108,965
Estimated Taxes Not to be Received	<u>523,510</u>
Total Taxes to Balance Budget	<u><u>\$ 2,585,456</u></u>

City of The Dalles, Oregon

**DETAIL OF ADMINISTRATIVE TRANSFERS TO THE GENERAL FUND
FROM LIBRARY AND PUBLIC WORKS FUNDS FOR FY16/17**

Department	Total	General Fund		Street Fund		Water Fund		W. Water Fund		PW	Library Fund		GRAND
	Expenditures	%	Amount	%	Amount	%	Amount	%	Amount	% Total	%	Amount	TOTALS
City Council	275,093	58.78%	202,973	11.01%	19,258	15.05%	26,337	14.72%	25,743	99.55%	0.45%	782	100.00%
City Clerk	122,408	70.45%	86,240	6.30%	7,706	11.22%	13,736	8.11%	9,922	96.08%	3.92%	4,804	100.00%
City Manager	187,752	53.86%	101,118	9.44%	17,715	18.04%	33,865	13.96%	26,212	95.29%	4.71%	8,842	100.00%
Economic Development	94,754	95.29%	92,529	0.00%	-	0.00%	-	0.00%	-	95.29%	4.71%	2,225	100.00%
City Attorney	261,091	53.86%	140,616	9.44%	24,635	18.04%	47,093	13.96%	36,451	95.29%	4.71%	12,296	100.00%
Finance	374,781	40.67%	152,423	11.58%	43,417	24.22%	90,790	17.01%	63,732	93.48%	6.52%	24,419	100.00%
Utility Billing	205,326	0.00%	-	0.00%	-	53.50%	109,849	46.50%	95,477	100.00%	0.00%	-	100.00%
Technology	226,870	48.78%	110,670	8.20%	18,613	17.93%	40,673	16.59%	37,630	91.50%	8.50%	19,284	100.00%
Personnel	120,214	49.53%	59,545	7.48%	8,988	20.56%	24,717	11.21%	13,482	88.79%	11.21%	13,482	100.00%
Court	205,639	100.0%	205,639	0.0%	-	0.0%	-	0.0%	-	100.00%			100.00%
Planning	218,967	100.0%	218,967	0.0%	-	0.0%	-	0.0%	-	100.00%			100.00%
Police	3,636,816	100.0%	3,636,816	0.0%	-	0.0%	-	0.0%	-	100.00%			100.00%
General Services	386,967	100.0%	386,967	0.0%	-	0.0%	-	0.0%	-	100.00%			100.00%
Code Enforcement	91,376	100.0%	91,376	0.0%	-	0.0%	-	0.0%	-	100.00%			100.00%
Dog Control	91,628	100.0%	91,628	0.0%	-	0.0%	-	0.0%	-	100.00%			100.00%
Totals	6,499,682		5,577,507		140,332		387,060		308,649			86,133	
Right of Way Planner - 1/2 of personal services costs *				58,166	19,195		19,195		19,195			-	
Infrastructure Inspector/Codes - 1/2 of personal services costs **				49,729	16,411		16,908		16,411			-	
Watershed Patrol- 1/2 of personal services costs***				59,428	-		59,428		-				
Sub Total					35,605		95,531		35,605				
Total Interfund Transfer from Other Funds for Admin Services					175,938		482,591		344,255			86,133	

City of The Dalles, Oregon

Appendix C

ALL INTERFUND TRANSFERS FOR FY16/17

	Transferred From:													Total
	General Fund	Library Fund	Street Fund	Trans Sys Reserve Fund	Special Grants Fund	Special Assessments Fund	Capital Projects Fund	Water Fund	Water Reserve Fund	Wastewater Fund	Sewer Reserve Fund	Sewer Plant Recon/Debt	Transfers In	
Transferred To:														
General Fund		86,133	175,938		3,000	10,000		482,591		344,255				1,101,917
Library Fund														-
Street Fund	150,000							168,426		152,090				470,516
Unemployment Fund	15,111	2,432	2,375					6,414		3,788				30,120
Special Grants Fund														-
State Office Building Fund							9,310							9,310
Capital Projects Fund														-
PW Reserve Fund			18,000					50,000		80,000				148,000
Trans Sys Reserve Fund			-											-
Water Capital Reserve Fund								2,300,000						2,300,000
Water Bond Debt Svc Fund									565,005					565,005
Sewer Special Reserve Fund										245,000				245,000
Sewer Plant Construction Fund										2,050,000	1,000,000			3,050,000
Sewer Bond Debt Svc Fund												551,845		551,845
FFCO 2008 Debt Service Fund			59,774					59,774		59,775				179,323
2009 FFCO Debt Service Fund						104,167			33,039		7,069			144,275
Airport Fund	65,000													65,000
Airport Debt Service Fund														-
Total Transfers Out:	230,111	88,565	256,087	-	3,000	114,167	9,310	3,067,205	598,044	2,934,908	1,007,069	551,845		8,860,311

Appendix C

City of The Dalles, Oregon

Appendix D

WAGE RANGES AND BUDGETED SALARIES FOR FY16/17

GENERAL FUND SALARIES	Salary Range		Budgeted Salaries
	Low	High	
Administration			
City Manager	-	-	112,200
Executive Secretary	3,550	4,366	-
Economic Specialist (Contractual)	-	-	12,000
Project Coordinator	4,497	5,531	56,420
Intern (PT Temp)	-	-	14,080
Dam Tour Shuttle Drivers (2 PT)	-	-	12,320
			207,020
City Clerk			
City Clerk	6,412	7,882	77,698
			77,698
Legal and Judicial			
City Attorney	-	-	106,972
Administrative Secretary	3,062	3,766	45,196
Municipal Court Clerk	3,223	3,848	48,577 (1)
Municipal Court Judge (2 PT)	-	-	29,820
Victim Witness Advocate/Asst Court Clerk (PT)	2,973	3,657	-
			230,565
Finance			
Director	6,412	7,886	94,631
Accountant in Training	3,766	4,632	55,586
Account Clerk III	3,384	4,040	48,486
Account Clerk I	2,872	3,429	41,154
Clerk	2,672	3,190	38,285
			278,142
Personnel			
HR Director	6,412	7,886	77,905
			77,905
Planning Development			
Director	6,412	7,886	94,631
Senior Planner	4,914	6,044	72,527
Associate Planner (PT - .5)	4,366	5,370	29,633
Development Inspector / Project Manager	4,366	5,370	64,439
Department Secretary	2,872	3,429	36,589
			297,819
Police			
Chief	6,604	8,122	97,470
Captain	5,867	7,217	93,529
Sergeant (4)	5,370	6,604	340,914
Patrol Officers (17)	4,310	5,147	1,061,197 (4)
Administrative Secretary	3,062	3,766	45,196
Department Secretary (1 FT = 1 PT)	3,005	3,588	44,618
Evidence Clerk (PT)	14.29/hr	17.57/hr	6,202
Holiday Parking Patrol (PT)	-	-	2,326
Background Check Officer (PT)	-	-	4,080
Language Incentive	-	-	3,000
Maintenance Worker (2) (Equip Operator wage range)	3,440	4,177	4,829 (3)
			1,703,361
IT Department			
Information Technology Manager	5,062	6,225	74,703
			74,703
City Hall			
Maintenance Worker (2) (Equip Operator wage range)	3,498	4,177	38,629 (3)
			38,629
Codes Enforcement			
Code Enforcement Officer	2,973	3,657	43,880
			43,880
Dog Control Department			
Dog Control Officer (PT)	2,973	3,657	27,768
			27,768

Appendix D – cont'd

LIBRARY FUND	Salary Range		Budgeted
	<u>Low</u>	<u>High</u>	<u>Salaries</u>
Director	6,412	7,886	84,240
Assistant Library Director	3,249	3,996	41,337
Library Clerk II (5)	3,062	3,656	207,667
Library Clerk I (1 FT + 4 PT)	2,672	3,190	122,937
Maintenance Worker (2) (Equip Operator wage range)	3,490	4,177	14,486 (3)
Library Page (2 PT)	9.39/hr	11.55/hr	15,637
			<u>486,304</u>
SPECIAL REVENUE FUND			
State Office Building			
Maintenance Worker (2) (Equip Operator wage range)	3,490	4,177	38,629 (3)
			<u>38,629</u>
(1) Includes \$200 per month for judge pro-tem			
(2) Includes incentive/certification pay			
(3) Position divided 40% City Hall, 5% Police, 40% SOB, 15% Library			
(4) Certification pay included			
PUBLIC WORKS FUNDS			
	Salary Range		Budgeted
	<u>Low</u>	<u>High</u>	<u>Salaries</u>
Director	6,604	8,122	97,470
Public Works Engineer	5,868	7,217	86,601
Project Engineer (2)	5,062	6,225	149,363
Utilities Supervisor (2)	5,062	6,225	149,406
Transportation Supervisor	5,062	6,225	74,703
Regulatory Comp Supervisor	5,062	6,225	64,283
Administrative Assistant	3,062	3,766	45,196
Department Secretary	2,872	3,429	36,635
Acct Clerk II	3,223	3,848	46,870
Equipment Operator (9)	3,498	4,177	471,167
Water Quality Manager	5,370	6,604	79,252
Bio Lab Technician	3,875	4,627	56,636
Lead Certified Operator (5)	-	-	18,200 (2)
Certified Operator (18)	3,597	4,295	1,035,219 (1)
Maintenance Worker	3,148	3,760	40,112
Part-Time	-	-	64,140
			<u>2,515,253</u>
(1) Includes incentive/certification pay			
(2) Includes 10% for lead worker			
		Total	6,097,676

RESOLUTION NO. 16-018

A RESOLUTION ADOPTING THE FISCAL YEAR 2016-2017 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 May 3, 2016, 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 May 23, 2016; 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 2016-2017 in the total of \$72,311,790, now on file in the office of the City Finance Director.

Section 3. Setting Appropriations. The amounts for the Fiscal Year beginning July 1, 2016 and for the purposes shown are hereby appropriated as follows:

GENERAL FUND (001)		
	City Council Department	320,520
	City Clerk Department	120,892
	City Manager / Economic Development Department	452,972
	Legal / Judicial Department	463,698
	Finance / Utility Billing Department	562,030
	Personnel Department	120,320
	Planning Department	510,167
	Police Department	3,615,610
	Technology Department	259,024
	City Hall / Transportation Center Department	330,331

	Code Enforcement Department	91,376
	Animal Control Department	80,491
	Special Payments	588,530
	Interfund Transfers	230,111
	Contingency	692,255
	TOTAL GENERAL FUND (001) *	8,438,327
LIBRARY FUND (004)		
	Library Department	1,469,079
	Interfund Transfers	88,565
	Contingency	76,449
	TOTAL LIBRARY FUND (004) **	1,634,093
PUBLIC WORKS DEPARTMENT/ PROGRAM		
STREET FUND (005)		
	Public Works Department	2,107,514
	Interfund Transfers	256,087
	Contingency	34,174
	TOTAL STREET FUND (005)	2,397,775
PUBLIC WORKS RESERVE FUND (009)		
	Public Works Department	453,500
	TOTAL PUBLIC WORKS RESERVE FUND (009)	453,500
TRANSPORTATION SYSTEM RESERVE FUND		
	Public Works Department	1,082,869
	Interfund Transfers	-
	TOTAL TRANSPORTATION SYSTEM RESERVE FUND (013)	1,082,869
WATER REVENUE BOND FUND (041)		
	Public Works Department	-
	Debt Service	565,005
	TOTAL WATER REVENUE BOND FUND (041)	565,005
WATER FUND (51)		
	Public Works Department	3,406,532
	Interfund Transfers	3,067,205
	Contingency	77,887
	TOTAL WATER FUND (051)	6,551,624
WATER CAPITAL RESERVE FUND (053)		
	Public Works Department	12,201,938
	Debt Service	238,380
	Interfund Transfers	598,044
	Contingency	-
	TOTAL WATER CAPITAL RESERVE FUND (053)	13,038,362

PUBLIC WORKS DEPARTMENT/ PROGRAM (continued)		
WASTEWATER FUND (055)		
	Public Works Department	3,130,247
	Interfund Transfers	2,934,908
	Contingency	60,180
	TOTAL WASTEWATER FUND (055)	6,125,335
SEWER CAPITAL RESERVE FUND (056)		
	Public Works Department	2,286,786
	Interfund Transfers	1,007,069
	TOTAL SEWER CAPITAL RESERVE FUND (056)	3,293,855
SEWER PLANT CONSTRUCTION FUND (057)		
	Public Works Department	8,289,687
	Interfund Transfers	551,845
	TOTAL SEWER PLAN CONSTRUCTION FUND (057)	8,841,532
SEWER DEBT SERVICE FUND (058)		
	Public Works Department	-
	Debt Service	551,845
	Contingency	227,468
	TOTAL SEWER DEBT SERVICE FUND (058)	779,313
AIRPORT DEPARTMENT/ PROGRAM		
AIRPORT FUND (061)		
	Airport Department	4,237,046
	Contingency	384,242
	TOTAL AIRPORT FUND (061)	4,621,288
AIRPORT DEBT SERVICE FUND (062)		
	Airport Department	-
	Debt Service	238,657
	TOTAL AIRPORT DEBT SERVICE FUND (062)	238,657
STATE OFFICE BUILDING DEPARTMENT/PROGRAM		
STATE OFFICE BUILDING FUND (021)		
	State Office Building Department	207,769
	Contingency	54,823
	TOTAL STATE OFFICE BUILDING FUND (021)	262,592

NON-DEPARTMENTAL / NON-PROGRAM		
UNEMPLOYMENT RESERVE FUND (010)		
	Personnel Services	113,511
	TOTAL UNEMPLOYMENT RESERVE FUND (010)	113,511
COMMUNITY BENEVOLENCE FUND - VIETNAM MEMORIAL (011)		
	Materials & Services	14,714
	TOTAL COMMUNITY BENEVOLENCE FUND (011)	14,714
SPECIAL GRANTS FUND (018)		
	Materials & Services	56,000
	Capital Outlay	10,441,280
	Interfund Transfers	3,000
	TOTAL SPECIAL GRANTS FUND (018)	10,500,280
SPECIAL ASSESSMENTS FUND (036)		
	Materials & Services	106,700
	Capital Outlay	266,852
	Interfund Transfers	114,167
	TOTAL SPECIAL ASSESSMENTS FUND (036)	487,719
CAPITAL PROJECTS FUND (037)		
	Materials & Services	5,000
	Capital Outlay	199,838
	Debt Service	17,611
	Interfund Transfers	9,310
	TOTAL CAPITAL PROJECTS FUND (037)	231,759
FFCO 2008 BOND FUND (043)		
	Debt Service	303,731
	TOTAL FFCO 2008 BOND FUND (043)	303,731
2009 FFCO BOND FUND (044)		
	Debt Service	945,863
	TOTAL 2009 FFCO BOND FUND (044)	945,863
	TOTAL ALL FUNDS	70,921,704
	* An Unappropriated Ending Fund Balance has been set for the General Fund in the amount of:	771,930
	** An Unappropriated Ending Fund Balance has been set for the Library Fund in the amount of:	618,156
	TOTAL ADOPTED BUDGET	72,311,790

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 2016-2017 upon the assessed value of all taxable property within the City of The Dalles as of 12:01 AM, July 1, 2016.

	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 23rd DAY OF MAY, 2016.

Voting Yes, Councilors: Elliott, Miller, McGlothlin, Spatz, Brown

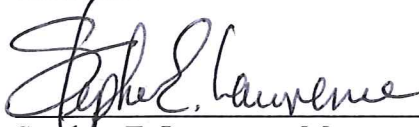
Voting No, Councilors: —

Absent, Councilors: —

Abstaining, Councilors: —


AND APPROVED BY THE MAYOR THIS 23rd DAY OF MAY, 2016.

SIGNED:



 Stephen E. Lawrence, Mayor

ATTEST:



 Izetta Grossman, City Clerk