

# **City of The Dalles, Oregon**

---

**Adopted Budget**

**Fiscal Year 2017-18**



Dark Sweet Cherries

# **CITY OF THE DALLES**

## **ADOPTED BUDGET**

**Fiscal Year 2017 – 2018**

### **City of The Dalles Budget Committee**

#### **CITY COUNCIL**

Tim McGlothlin  
Linda Miller  
Darcy Long-Curtiss  
Russ Brown  
Taner Elliot

#### **LAY MEMBERS**

Solea Kabakov  
Corliss Marsh  
Barbara Pashek  
Richard Mays  
Daniel Bonham

#### **Presented By:**

Julie Krueger, City Manager/Budget Officer

Steve Lawrence, Mayor

#### **DEPARTMENT MANAGERS**

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

Gene E. Parker  
Angie Wilson  
Dave Anderson  
Izetta Grossman  
Steve Harris  
Jeff Wavrunek  
Patrick Ashmore  
Daniel Hunter

**CITY OF THE DALLES  
FY17/18 BUDGET**

**TABLE OF CONTENTS**

BUDGET MESSAGE ..... I  
 CITY COUNCIL 2017 GOALS..... VII  
 CITY ORGANIZATIONAL FLOW CHART ..... X

**BUDGET SUMMARY**

OVERVIEW SUMMARY OF ALL FUNDS ..... 1

GENERAL FUND (001)

- General Fund Summary..... 2
- Revenues..... 6
- City Council..... 7
- City Clerk ..... 10
- City Manager..... 12
- Legal and Judicial..... 14
- Finance and Utility Billing ..... 18
- Human Resources..... 21
- Planning..... 23
- Economic Development..... 27
- Codes Enforcement..... 30
- Police..... 34
- Dog Control..... 37
- Technology ..... 39
- City Hall and Transportation Center/General Services ..... 41
- Other Financing Uses ..... 44

LIBRARY FUND (004) ..... 46

PUBLIC WORKS ..... 51

- Public Works Summary..... 59

STREET FUNDS ..... 60

- Summary ..... 63
- Street Fund (005)..... 64
- Public Works Reserve Fund (009)..... 66
- Transportation System Reserve Fund (013)..... 66

WATER FUND (051) ..... 67

- Summary ..... 70
- Revenues ..... 71
- Water Treatment Department..... 71
- Water Distribution Department ..... 73
- Water Capital Reserve Fund (053)..... 75

WASTEWATER FUND ..... 76

- Summary ..... 81
- Wastewater Fund (055)..... 82
- Sewer Special Reserve Fund (056)..... 84
- Sewer Plant Construction Fund (057)..... 85

AIRPORT FUND .....	86
Summary.....	88
Airport Fund (061) .....	89
CAPITAL IMPROVEMENT FUNDS .....	90
Summary.....	90
Special Assessment Fund (036).....	91
Capital Projects Fund (037).....	93
SPECIAL REVENUE FUNDS .....	95
Summary.....	96
Unemployment Reserve Fund (010).....	97
Community Benevolence Fund (011).....	98
Special Grants Fund (018).....	99
State Office Building Fund (021).....	102
DEBT SERVICE FUNDS .....	104
Summary.....	105
Airport Debt Service Fund (062).....	106
Water Revenue Bond Fund (041).....	106
FFCO 2008 Bond Fund (043).....	107
2009 FFCO Bond Fund (044).....	107
Wastewater Facility Revenue Bond Fund (058).....	108
APPENDICES	
Summary of Property Tax Levies for FY17/18	(Appendix A) ..... 109
Detail of Administrative Transfers	(Appendix B) ..... 110
Detail of Interfund Transfers	(Appendix C) ..... 111
Wage Ranges and Salaries	(Appendix D) ..... 112
RESOLUTION NO. 17-015 ADOPTING THE FY17/18 BUDGET.....	114

**City of The Dalles, Oregon**  
**FISCAL YEAR 2017-18**  
**BUDGET MESSAGE**

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

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

1. Fiscal policies involved in the preparation of the budget
2. The City 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 also have sent or will send the Budget Committee several Budget Issue Papers (BIP) that further clarify specific issues. We will reference these papers throughout the budget message.

**SECTION I. CITY WIDE BUDGET ISSUES**

A. **Proposed Fiscal Policies:** Major fiscal policies reflect the Council's goal of maintaining fiscal stability of the City and enhancing coordination and communication with other local agencies. The Budget Committee needs to look at each of these areas and determine if this is the direction they wish to have the City proceed. Following is a list of the policies used to prepare the proposed budget.

- Maintain Unappropriated Ending General Fund Balance (BIP 17-004) to equal four months of net operating expenses for the General Operating Fund
- Maintain General Fund Contingency at least at 10% (BIP 17-004)
- Five year Capital Improvement Plans in the General, Street, Water and Wastewater/Storm Sewer Funds (BIP 17-008 and 17-009)
- Emphasis on maintenance and capital improvements that enhance current assets and Public Works infrastructure
- Complete a three (3) year moratorium starting with FY15/16 on street construction projects and focus resources on preventive maintenance projects (BIP 17-001)
- 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
- Additional funds transferred from the General Fund as identified through a thorough review

of revenue opportunities and potential savings in General Fund activities.

- Administrative transfers used only as charges for services provided by receiving fund (BIP 17-007)
- Public Works capital projects that involve construction contracts are to be budgeted in Public Works Capital Funds
- Water (BIP 17-014) and Wastewater (BIP 17-013) 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 23 goals under five (5) value statements. Budget Issue Paper (BIP 17-010) 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 first year of a three-year contract in FY17/18. The budget has proposed to receive a 2% COLA on July 1, 2017. The City's insurance premium payment increase is capped at 7% in FY17/18 for SEIU employees.
2. **Police Union Employees.** The three year Police Association contract is effective July 1, 2016. A 2.5% COLA increase on July 1, 2017 is included in the proposed budget, along with a cap of 7% on the maximum amount the City will pay toward insurance premium increases..
3. **Exempt Employees.** The proposed budget contains a 2% COLA as of July 1, 2017. The cap on the maximum the City will pay towards insurance premium increases at not more than 7% for FY17/18.
4. **Contract Employees.** The City has three contract employees: the City Attorney, City Manager, and Municipal Court Judge. A 2% COLA has been included in the proposed budget, although salaries will not be set until after annual performance evaluations in May.

## SECTION II.

## GENERAL FUND

A. **General Fund Resources:** General Fund budgeted resources have increased \$110,629 (.015%) to the level of \$7,456,092. The beginning fund balance of \$1,998,546 reflects an increase of .03% (\$50,815) over the current year actual. Below is a list of major variances.

1. **Property Taxes.** We have budgeted for a assessed value with a 93% collection rate in FY 2017-18. Property taxes are 31% of General Fund Revenues. This is an increase over last year's .076%.
2. **Franchise Fees:** This area, including PUD Fees, is estimated to stay at an average of the same from last year.

3. Transient Room Taxes: We are estimating that Transient Room Tax collection will be close to the same as budgeted from last year.
4. Court Fines: We are anticipating a .88% increase from last year.

B. **Expenditures**: The following chart summarizes the General Fund budget difference by category. BIP 17-002 summarizes the differences by department. The General Fund operating costs (Personnel and Materials & Services) budget are proposed to increase only about 5.2%, while new revenue increased .01484%.

<b>Breakdown</b>	<b>Current FY16/17</b>	<b>FY17/18 Request</b>	<b>\$ Difference</b>	<b>% Difference</b>
<b>General Fund Totals</b>	<b>9,293,194</b>	<b>9,454,638</b>	<b>161,444</b>	<b>1.7%</b>
<b>General Fund Breakdown</b>	<b>Current FY16/17</b>	<b>FY17/18 Request</b>	<b>\$ Difference</b>	<b>% Difference</b>
Personnel Services	4,986,444	5,079,234	92,790	1.9%
Materials & Services	1,980,924	2,045,669	64,745	3.3%
Capital Outlay	68,000	125,750	57,750	84.9%
Charges for Services	607,279	619,844	12,565	2.1%
Operating Transfers Out	290,111	215,000	(75,111)	-25.9%
Contingency/Unappropriated	1,360,436	1,369,141	8,705	0.6%
<b>Total</b>	<b>9,293,194</b>	<b>9,454,638</b>	<b>161,444</b>	<b>1.737%</b>

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 increased by \$31,000. The Sister City donation was increased by \$2,500. We added \$25,000 for the Fourth of July Celebration for a Fourth year and included \$5,000 for the Community Concert Series. For the second year we have \$13,630 and \$10,000 to MCCOG Link. We have budgeted \$19,848 for our Small Grants Program. (BIP 17-003)
2. Economic Development: This Division has been moved from the City Manager department, to the Planning department.
3. Police: The Police has budget for two all wheel drive SUV pursuit rated vehicles in the amount of \$60,750 BIP (17-025). The Budget also included \$62,313 for GeTac Tablets (BIP 17-032). Police services cost 54% of the General Fund expenditures, and exceed property tax revenue by \$989,980.
4. Transfer to Street Fund: We are transferring \$150,000 to the Street Fund for the third year to help fund our Streets Preventive Maintenance Program. Zayo Franchise is part of the transfer that is dedicated to the street fund.

## 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 17-009):
1. Street Fund (#05) - Street and Bridge Replacement Fund (#13)
  2. Water Fund (#51) - Water Capital Reserve Fund (#53)
  3. Wastewater Fund (#55) - Sewer Special Reserve Fund (#56) and Sewer Plant Construction Fund (#57)
- B. **Street Fund:** Gas Tax and State Shared Revenues are projected to remain nearly equal to those budgeted in 2016/17. Local Fuel tax is expected to increase by \$10,000 over last year's budget. About \$81,000 from the Northwest Natural franchise fees is being placed in this fund for the fourth year. We are transferring \$150,000 from the General Fund for the third year. With this funding, a total of \$210,660 is proposed to be budgeted for crack sealing and chip seal projects. Fund 013, the Transportation System Reserve Fund, Within Fund 13, the Transportation System Reserve Fund, the proposed FY2017/18 budget allocates funds for the repair of structural cement on the 6<sup>th</sup> Street Bridge as identified by an ODOT bridge inspection report, and the widening of West 6<sup>th</sup> Street. These projects will utilize Surface Transportation Funds as allocated by the State which are funds that cannot be used for ordinary street maintenance activities. Fund 13 also identifies \$802,603 in accumulated Transportation SDC funds that can only be used for projects that increase capacity of the transportation systems as identified in the Transportation System Plan (TSP); the identification of specific SDC-funded projects is pending adoption of the updated TSP.
- C. **Water Fund:** As industrial usage is again expected to increase due to new development and increased usage by existing industries, we have not budgeted for a water rate increase in 17/18. We review this rate plan in October of each year. The transfer to the General Fund for services received has been decreased by \$4,812 (BIP 17-007).
- D. **Water Capital Reserve Fund:** The proposed FY2017/18 budget allocates \$4,640,579 in funds banked for the permitting, design, and construction of this pipeline project. Staff has received a tentative funding offer from the Oregon Safe Drinking Water State Revolving Fund to provide \$1,030,000 in grant funding and \$2,970,000 as a 1%, 30-year loan. Staff has also applied for a \$1,000,000 grant from the Oregon Water Resources Department to help fund the project. \$835,236 is budgeted for debt payments for the 2007 Revenue Bond and ARRA loans (BIP 17-011). This is 14.7% of our user fees.
- E. **Wastewater/Storm Sewer Fund:** The Wastewater Facilities Capital Improvement Plan 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 1<sup>st</sup> from 2014 through 2022. 45.5% of the fees raised by those rates are being used for debt retirement (12.0%) and system improvements (33.5%). The Sewer Special



Reserve Fund (Fund 56) includes \$1,891,000 for the construction of the West 2<sup>nd</sup> Street sanitary and storm sewer mains, and \$153,315 to construct a gravity sewer main to replace the 8<sup>th</sup> Street lift station. The Sewer Plant Construction/Debt Service Fund (Fund 57) Capital Projects line item includes \$9.4 million for the WWTP Phase 1 improvements. We have not scheduled a rate increase in this fund for 17/18.

- F. **Sewer Special Reserve Fund:** Revenues are transferred to this fund from the Wastewater/Storm Sewer Fund for wastewater and storm water system control and piping capital improvement projects (BIP 17-009). Dedicated storm water system fees are budgeted in this fund. We will have \$1,146,665 available for storm water projects and \$1,089,315 for sewer line projects.
- G. **Sewer Treatment Plant Construction:** This fund included \$4,035,000 in new money, including a \$180,000 in Renewable Power Generation Grants, and \$5,928,229 in reserve money set aside in prior years for Master Plan capital improvements. The schedule of projects to be funded with these monies was updated with the completion of the new Wastewater Master Plan. This year we are budgeting \$9,407,914 to begin work under a design-build contract for the Wastewater Treatment Plant Upgrade Phase I of Project 3 (BIP 17-013). \$555,315 is budgeted for debt payment for the revenue bond issued in 2003 (BIP 17-011).

#### SECTION IV.

#### OTHER FUNDS

- A. **Library:** The Library Fund has been totally dependent for operating funds on the Library District for the past five years. The District will contribute \$1,233,315 in taxes to the City in FY17/18. The District is paying the General Fund \$84,999 for administrative services (BIP 17-007). This budget includes \$131,900 for the new children's addition to the Library for children's furnishings and exhibit. (BIP 17-030)
- B. **Capital Projects Fund:** This fund will be receiving approximately \$95,875 this year from the lease with the State for the State Office Building (BIP 17-020). The remaining funds will be available for projects at the discretion of the City. This fund also has approximately \$180,008 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. (\$246,773)
  - 2. \$16,000 is budgeted for City Hall and Police Building HVAC replacement.
- C. **Special Grants Fund:** The Special Grants Fund (BIP 17-029) includes the following projects:
  - 1. Potential SHPO grants in the amount of \$8,000 that will be used for historical cemetery maintenance. Some of these funds will pay costs directly and about \$5,000 will be

transferred to the General Fund to pay for the cost of Planning Department Personnel time spent on this project.

2. Washington Street/Federal Plaza Project (\$4,617,033).
3. Completion of the Gorge HUB project (\$48,930) may be funded by a RTP/LGGP Grant, but we won't know until August.
4. Granada Rec and Blue Building Project (\$590,331).
5. 1<sup>st</sup> Street Parking Structure (\$5,170,800) – Depending on the development, the City Council will determine if they wish to pursue this project. We have not yet applied for a loan for this project.

## **SECTION V.**

## **SUMMARY**

Page 1 of this budget is an Overview Summary of all funds. The total City Budget of \$61,664,099 represents a .85% decrease over last year's \$72,311,790 (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

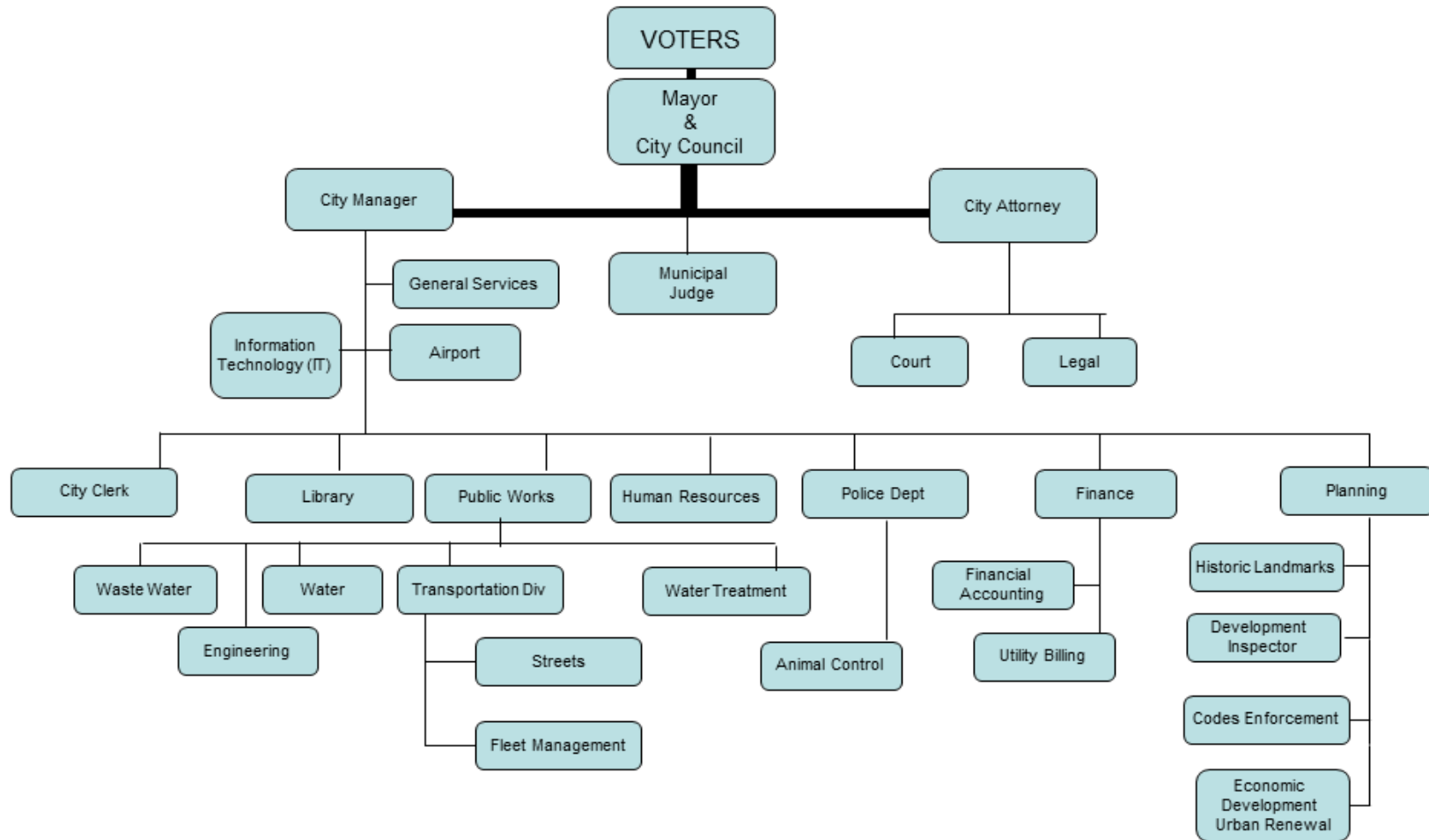
**CITY COUNCIL WORKPLAN**  
**Fiscal Year 2017-18**

Value/Goal	Fund(s)	Department/ Division	Budget Impact
<b>A. Infrastructure</b>			
1. 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.	Water (Cap. Reserve)	Water	Fund 53 - \$4,610,579 in anticipated revenue budgeted
2. Develop street construction projects and focus resources on prevention maintenance projects (ie: patching, crack sealing, chip sealing) through fiscal year 2017-18	Street	Street	Fund 5 - \$118,800 budgeted for in-house street maintenance projects.
3. Evaluate future funding for infrastructure	Street/Water/WW	All PW	Staff time
4. Complete enhancement to Lone Pine Well.	Water	Water	Fund 53 - \$1,600,000 in private funding budgeted to be received; \$1,600,000 budgeted to be spent to construct project.
<b>B. Work with Partners</b>			
1. Continue to participate in Community Outreach Team requests for State and Federal legislative assistance.	General	City Manager Econ Devel	Staff time
2. Move toward use of renewable energy technique for all city-owned properties.	All	All	Fund 57 – WWTP Upgrade project to include power generation; approximate cost \$2,200,000.
3. Support Regional Solutions Team, Mid Columbia Housing Authority, and Mid-Columbia Economic Development District to support and promote an attainable housing program.	General	Council City Manager Econ Devel Planning	Staff time and project specific grant match provided for in the project plan of this document.
4. Expand on-going relationship with the four tribes with area interest at Tribunal Council/City Council level, with focus on substandard housing.	General	City Manager Council	Staff time
5. Support partnership effort to complete development of Mill Creek Greenway project.	General	City Manager and Urban Renewal	Staff time
<b>C. Economic Development</b>			
1. Develop and maintain programs	Econ Devel	City Manager	Staff time and funding within the

and activities to strengthen the economic vitality of The Dalles.		Economic Development	Planning Department budget for implementation of various plans; budget support for Main Street program
2. Support completion of financing for Civic Auditorium's Theatre renovation.	Urban Renewal	Urban Renewal/City Manager	Staff time; urban renewal agency budget includes funds for the Civic.
3. Continue pursuit of local Bike Hubs as part of the Columbia Gorge Bike Trail.	General/grant opportunities	Econ Devl	Staff time
4. Work with community partners to expand RV Parking capacity in the area.		Planning	Staff time only.
5. Resolve Gitchell Building issue with recommendation regarding whether it should be demolished, stabilized, or rehabilitated.	General	Administration	Staff time; when a decision is made, funds may need to be budgeted, depending on what decision is made.
6. Develop a plan for open space/park near the Veteran's Office	Urban Renewal/Grants	City Manager	May be part of First Street project, unknown at this time.
7. Explore downtown parking needs.	General/Urban Renewal	City Manager	Staff time
<b>D. Balanced Budget</b>			
1. During fiscal year 2017-18 budget process, support use of resources to upgrade technological tools and programs in all City departments.	All	All	Funds are included in the proposed budget for programs and technology in the City Clerk, HR, Police, IT, and other departments.
2. Continue to work toward getting Workers Comp experience rating factor down to a .9; develop an incentive based employee safety program.	All	All	City Council safety line item 001-0100-410.60-50
<b>E. Civic Responsibility and Public Safety</b>			
1. Develop and implement plan to improve the City's image from the freeway, including Cherry Growers, West side and Sunshine Mill.	WWTP General	Public Works Planning Codes Enforcement and Administration	Fund 57 – WWTP Upgrade project to include aesthetic improvements. General Fund – staff time
2. Establish City's position on addressing the homeless issues within the City	General City Council	General City Council	Staff time

F. Transparent Efficient Government			
1. Continue to use technological advances to keep the website and all forms of communication up to date and transparent	General	IT	Staff time and general IT budget
2. Implement codification program	City Clerk	City Clerk	Staff time, program funding (\$15,000 initial cost; approximately \$2,500 annually)
3. Develop Performance Management Benchmarks	General	City Manager	Staff time

## City of The Dalles – Organizational Flow Chart



**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget**

**OVERVIEW SUMMARY OF ALL  
FUNDS**

REVENUE/ COST CENTERS	GENERAL FUND	LIBRARY FUND	PUBLIC WORKS	AIRPORT SERVICES	CAPITAL IMPRV	SPECIAL REVENUE	DEBT SERVICE	FY17/18 BUDGET
BEGINNING BALANCE	1,998,546	1,135,852	15,550,277	1,030,166	582,764	3,494,710	250,960	24,043,275
REVENUES	6,358,745	1,257,179	14,933,449	1,111,000	171,348	2,176,242	1,076,275	27,084,238
OTHER SOURCES	1,097,347	-	5,565,876	65,000	-	3,729,310	1,513,028	11,970,561
	-	-	-	-	-	-	-	
<b>TOTAL RESOURCES</b>	<b>9,454,638</b>	<b>2,393,031</b>	<b>36,049,602</b>	<b>2,206,166</b>	<b>754,112</b>	<b>9,400,262</b>	<b>2,840,263</b>	<b>63,098,074</b>
CITY COUNCIL	235,772							235,772
CITY CLERK	147,516							147,516
CITY MANAGER	349,425							349,425
LEGAL AND JUDICIAL	476,628							476,628
FINANCE/UTILITY BILLING	570,188							570,188
HUMAN RESOURCES	147,881							147,881
PLANNING/ECONOMIC DEV/CODES	686,374							686,374
POLICE	3,895,962							3,895,962
TECHNOLOGY	218,973							218,973
CITY HALL/TRANS CNTR	409,468							409,468
ANIMAL CONTROL	68,206							68,206
LIBRARY		1,429,937						1,429,937
STREET			1,642,707					1,642,707
WATER UTILITY SERVICES			3,517,709					3,517,709
WASTE WATER UTILITY SERV			3,297,380					3,297,380
TRANSPORTATION SYS RSRV			1,223,461					1,223,461
PUBLIC WORKS RESERVE			577,485					577,485
WATER DEPT CAP RESERVE			7,521,567					7,521,567
SEWER SPECIAL RESERVE			2,235,980					2,235,980
SEWER PLANT CONST			9,407,914					9,407,914
AIRPORT SERVICES				1,779,447				1,779,447
SPECIAL ASSESSMENTS					361,563			361,563
CAPITAL PROJECTS					267,773			267,773
FAA GRANT IMPROVEMENT FUND					-			-
UNEMPLOYMENT RESERVE FUND						106,317		106,317
COMMUNITY BENEVOLENCE FUND						12,262		12,262
SPECIAL GRANTS FUND						8,984,294		8,984,294
STATE OFFICE BLDG FUND						260,296		260,296
DEBT SERVICE			238,379		-		2,610,522	2,848,901
<b>TOTAL EXPENDITURES</b>	<b>7,206,393</b>	<b>1,429,937</b>	<b>29,662,582</b>	<b>1,779,447</b>	<b>629,336</b>	<b>9,363,169</b>	<b>2,610,522</b>	<b>52,681,386</b>
SPECIAL PAYMENTS	619,844	-	-	-	-	-	-	619,844
TRANSERS OUT	215,000	84,999	6,071,936	68,437	124,776	5,000	-	6,570,148
CONTINGENCY	685,065	184,982	315,084	358,282	-	32,093	229,741	1,805,247
UNAPP ENDING FUND BAL	728,336	693,113	-	-	-	-	-	1,421,449
<b>TOTAL OTHER USES</b>	<b>2,248,245</b>	<b>963,094</b>	<b>6,387,020</b>	<b>426,719</b>	<b>124,776</b>	<b>37,093</b>	<b>229,741</b>	<b>10,416,688</b>
<b>TOTALS</b>	<b>9,454,638</b>	<b>2,393,031</b>	<b>36,049,602</b>	<b>2,206,166</b>	<b>754,112</b>	<b>9,400,262</b>	<b>2,840,263</b>	<b>63,098,074</b>

**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget  
GENERAL FUND SUMMARY**

<b>FY14/15</b>	<b>FY15/16</b>	<b>FY16/17</b>		<b>FY17/18</b>	<b>FY17/18</b>	<b>FY17/18</b>
<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Revenue/Cost Centers</b>	<b>Proposed</b>	<b>Approved</b>	<b>Adopted</b>
				<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
1,800,815	2,031,249	1,947,731	<b>BEGINNING BALANCE</b>	1,998,546	1,998,546	1,998,546
5,651,692	6,388,346	6,243,546	<b>REVENUES</b>	6,358,745	6,358,745	6,358,745
1,242,420	1,169,288	1,101,917	<b>OTHER SOURCES</b>	1,097,347	1,097,347	1,097,347
<b>8,694,927</b>	<b>9,588,883</b>	<b>9,293,194</b>	<b>TOTAL RESOURCES</b>	<b>9,454,638</b>	<b>9,454,638</b>	<b>9,454,638</b>
187,509	281,499	428,457	<b>CITY COUNCIL</b>	235,772	235,772	235,772
138,472	127,386	120,892	<b>CITY CLERK</b>	147,516	147,516	147,516
294,365	353,910	193,036	<b>CITY MANAGER</b>	339,871	337,006	349,425
127,035	151,187	252,319	<b>ECONOMIC DEVELOPMENT</b>	-	-	-
459,803	451,784	463,698	<b>LEGAL AND JUDICIAL</b>	476,628	476,628	476,628
478,985	502,108	562,030	<b>FINANCE &amp; UTILITY BILLING</b>	564,306	564,306	570,188
6,293	32,785	127,937	<b>HUMAN RESOURCES</b>	147,881	147,881	147,881
444,606	446,986	485,167	<b>PLANNING/ECO DVLP/CODES ENF</b>	734,270	686,374	686,374
3,268,512	3,448,318	3,615,610	<b>POLICE</b>	3,912,762	3,895,962	3,895,962
221,496	240,663	284,024	<b>TECHNOLOGY DEPARTMENT</b>	218,973	218,973	218,973
284,509	394,713	330,331	<b>GENERAL SERVICES DEPT</b>	404,468	409,468	409,468
79,153	84,050	91,376	<b>CODES ENFORCEMENT</b>	-	-	-
65,232	41,158	80,491	<b>ANIMAL CONTROL</b>	68,206	68,206	68,206
<b>6,055,969</b>	<b>6,556,547</b>	<b>7,035,368</b>	<b>TOTAL EXPENDITURES</b>	<b>7,250,653</b>	<b>7,188,092</b>	<b>7,206,393</b>
542,709	489,299	607,279	<b>SPECIAL PAYMENTS</b>	619,844	619,844	619,844
65,000	229,947	290,111	<b>TRANSFER OUT</b>	215,000	215,000	215,000
-	-	588,506	<b>CONTINGENCY</b>	685,065	685,065	685,065
-	-	771,930	<b>UNAPPROPRIATED ENDING BAL</b>	684,076	746,637	728,336
<b>607,709</b>	<b>719,246</b>	<b>2,257,826</b>	<b>TOTAL OTHER USES</b>	<b>2,203,985</b>	<b>2,266,546</b>	<b>2,248,245</b>
<b>6,663,678</b>	<b>7,275,794</b>	<b>9,293,194</b>	<b>TOTAL EXPENDS &amp; OTHER USES</b>	<b>9,454,638</b>	<b>9,454,638</b>	<b>9,454,638</b>
<b>2,031,249</b>	<b>2,313,089</b>	<b>-</b>	<b>FUND TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>

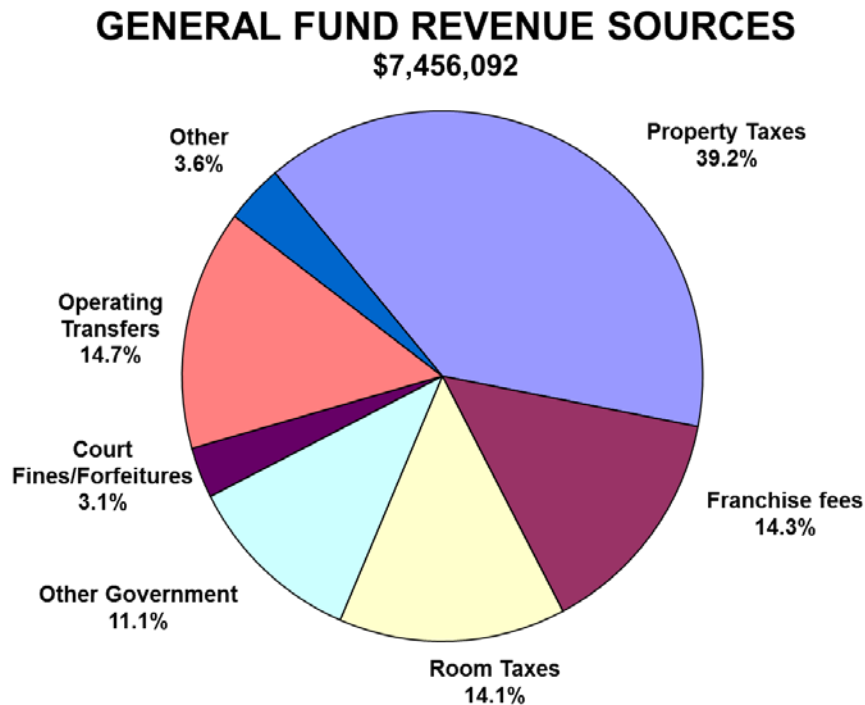


**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget**

**GENERAL FUND RESOURCES**

General Fund resources consist of Beginning Fund Balance, Revenues and Other Financing Sources. The FY17/18 proposed Beginning Fund Balance is \$1,998,546, which is \$50,815 more than the actual for FY16/17. \$1,369,141 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 \$383,039 short of that standard.

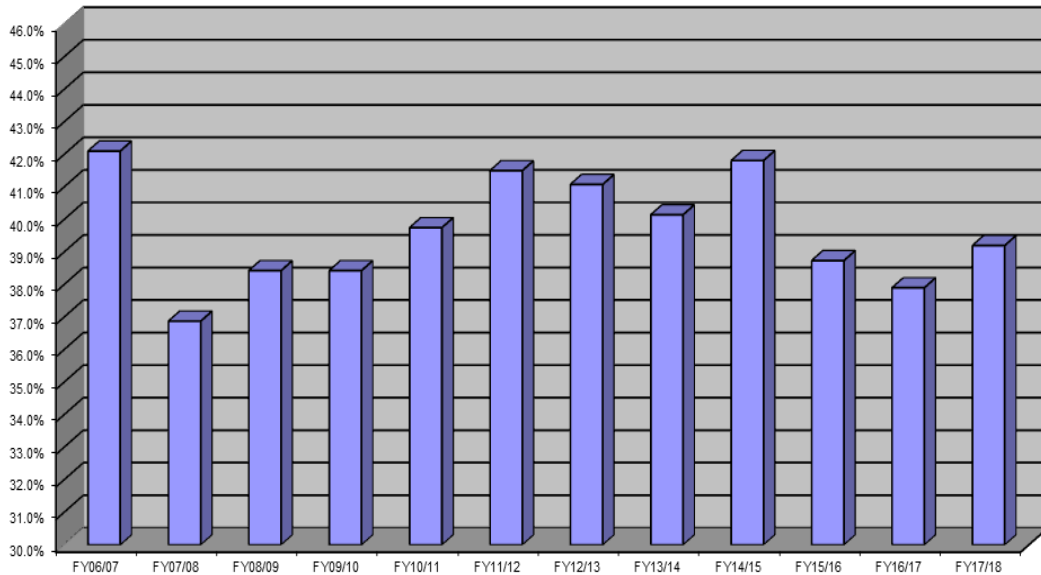
The Revenues proposed General Fund budget (\$7,456,092) includes *Property Taxes* (\$2,922,812), which account for 39.2% of this total. The *Operating Transfers In* (1,097,347) is the next largest revenue group and is 14.7% of total new revenues. The *Franchise Fees* (\$1,064,898) are at 14.3%, and *Transient Room Taxes* (\$1,050,496) are at 14.1% (Parks & Rec tax is at 25% of the total Transient Room Taxes). *Court Fines & Fees* (\$229,000) are at 3.1%, *Other Government* revenues (\$826,073) are 11.1%, and *Other* revenues (\$265,466) are at 3.6%, as shown below.



Ballot Measure 50 set maximum assessed value for the 1997-98 fiscal year, and allows for only a 3% increase in value annually, adjusted for new growth and other specific adjustments cited in the legislation. For the purpose of this budget, we did not do a 3% increase in value over the assessed value of 2016. 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 \$139,861 (9.8%).

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

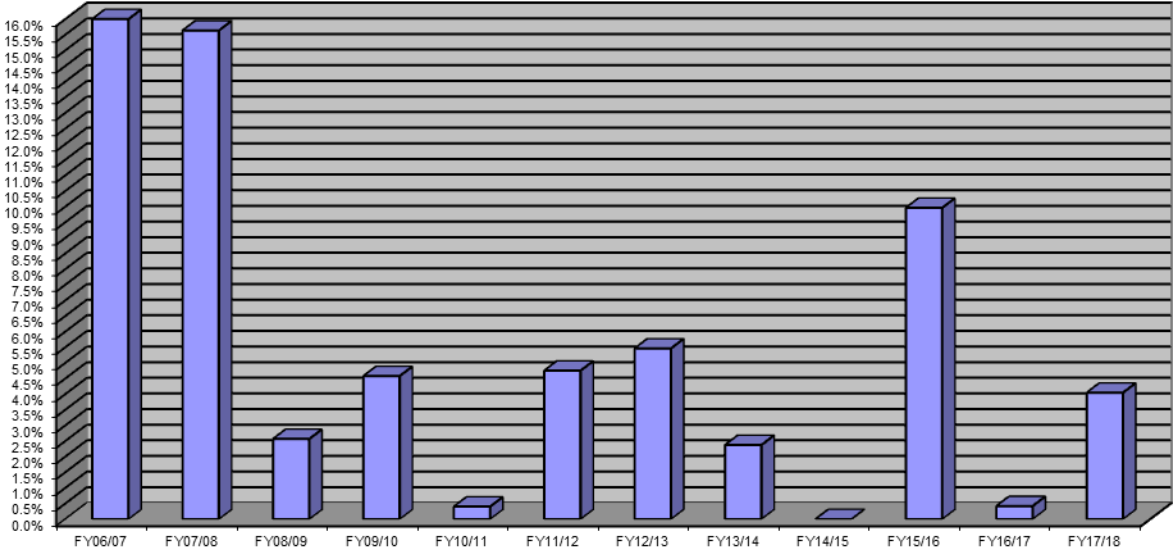
**General Fund Property Taxes as a Percent of General Fund Revenues**



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 FY17/18 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 4.0% for FY17/18. 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 we increased \$294,636 (4.8%). Significant revenue sources that increased in the proposed budget include property taxes and the new fees for Marijuana tax . Zayo group is new and these funds will be transferred in to the street fund.

**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget  
GENERAL FUND REVENUES**

FY14/15	FY15/16	FY16/17			FY17/18	FY17/18	FY17/18	
Actual	Actual	Budget	Account Number	Account Description	Proposed Budget	Approved Budget	Adopted Budget	
			<b>GENERAL FUND 001</b>					
			<b>REVENUES</b>					
1800815	2031249	1947731	001-0000-300.00-00	BEGINNING BALANCE	1998546	1998546	1998546	
2623895	2596267	2585456	001-0000-311.10-00	PROPERTY TAXES-CURR	2793509	2793509	2793509	
136697	156682	130500	001-0000-311.15-00	PROPERTY TAXES-PRIOR	129273	129273	129273	
37	28	25	001-0000-311.19-00	UNSEGREGATED TAX INT	30	30	30	
45958	42167	36921	001-0000-318.10-00	SPRINT	36921	36921	36921	
2484	1863	1700	001-0000-318.15-00	ELECTRIC LIGHT WAVE	3500	3500	3500	
			001-0000-318.20-00	ZAYO GROUP	5000	5000	5000	
99477	103058	101379	001-0000-318.30-00	CHARTER COMMUNICATIONS	99477	99477	99477	
94129	57354	84147	001-0000-318.40-00	THE DALLES DISPOSAL	80000	80000	80000	
699538	774459	762496	001-0000-319.10-00	TRANSIENT ROOM TAX	770496	770496	770496	
233179	258153	286000	001-0000-319.20-00	TRANSIENT ROOM TAX-PARKS	280000	280000	280000	
2415	2970	2500	001-0000-320.10-00	LOCAL LIQUOR LICENSES	2300	2300	2300	
4145	5165	6000	001-0000-320.20-00	BUILDING PERMITS	6000	6000	6000	
1845	1420	2000	001-0000-320.30-00	SIGN PERMITS	2000	2000	2000	
4120	3890	3250	001-0000-320.90-00	OTHER LICENSES	3800	3800	3800	
10403	11193	11585	001-0000-330.00-00	WASCO CO - PLANNING SHARE	12164	12164	12164	
4929	0	0	001-0000-331.00-00	FEDERAL REVENUES (Police Grant)	0	0	0	
148611	108493	161110	001-0000-334.10-00	STATE REV SHARING	161110	161110	161110	
0	0	0	001-0000-335.50-00	MARIJUANA TAX	10000	10000	10000	
19302	19129	17231	001-0000-335.60-00	STATE CIGARETTE TAX	17550	17550	17550	
191735	260779	215173	001-0000-335.70-00	STATE LIQUOR TAXES	220249	220249	220249	
61961	21354	88882	001-0000-337.10-00	URBAN RENEWAL	85509	85509	85509	
773185	810214	820260	001-0000-337.60-00	PUD INTERGOVT	820260	820260	820260	
18645	19466	20300	001-0000-337.80-00	QLIFE ROW FEES	19740	19740	19740	
2287	2575	2000	001-0000-341.80-00	COPIES, PLANS, ORD'S ETC	2000	2000	2000	
17542	23211	116700	001-0000-341.90-00	MISC SALES AND SRVCS	19905	19905	19905	
3640	4350	5000	001-0000-343.01-00	PLANNING FEES	5200	5200	5200	
214285	228852	197712	001-0000-351.10-00	COURT FINES/FORFEITURES	223000	223000	223000	
8300	6400	4700	001-0000-351.15-00	TOWING FINES & FEES	6000	6000	6000	
8015	9751	8500	001-0000-361.00-00	INTEREST REVENUES	6000	6000	6000	
10564	10414	6882	001-0000-363.50-00	PROPERTY RENTALS	7752	7752	7752	
24643	16327	7200	001-0000-366.00-00	QLIFE ADMIN SERVICES	0	0	0	
97697	107364	152937	001-0000-369.00-00	OTHER MISC REVENUES	125000	125000	125000	
88030	725000	405000	001-0000-369.10-00	ENTERPRISE ZONE PAYMENTS	405000	405000	405000	
36942	70957	86133	001-0000-391.04-00	TRNSFR FROM LIBRARY FUND	84999	84999	84999	
149945	175497	175938	001-0000-391.05-00	TRNSFR FROM STREET FUND	177694	177694	177694	
50770	3000	3000	001-0000-391.18-00	TRNSFR FROM SPECIAL GRANTS FUND	5000	5000	5000	
10000	10000	10000	001-0000-391.36-00	TRNSFR FROM SPCL ASSESSMENTS FUN	10000	10000	10000	
55000	105000	0	001-0000-391.37-00	TRNSFR FROM CAPITAL PROJECT FUND	0	0	0	
530021	469066	482591	001-0000-391.51-00	TRNSFR FROM WATER UTILITY FUND	477779	477779	477779	
407242	332755	344255	001-0000-391.55-00	TRNSFR FROM WASTEWATER UTILITY	341875	341875	341875	
2500	3013	0	001-0000-392.00-00	SALE OF FIXED ASSETS	0	0	0	
<b>8,694,927</b>	<b>9,588,883</b>	<b>9,293,194</b>	<b>TOTAL GENERAL FUND REVENUES</b>		<b>9,454,638</b>	<b>9,454,638</b>	<b>9,454,638</b>	

**City of The Dalles, Oregon**  
**Fiscal Year 2017-18 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 FY17/18 start on page VII.

**2017-2018 Goals, Projects and Highlights**

- The City Council has revised its goals for Fiscal Year 2017-18. These goals are included in the Council's 2017-18 Work Plan, starting on page VII.

**2016-2017 Accomplishments/Comments**

- Continued Business Recruitment Program to encourage economic development downtown.
- Completed second year of a 3 year street maintenance program.
- Moved forward with Phase I improvements to Wastewater Treatment Plant, including a renewable energy component.
- Established a Human Resources Department
- Continued safety plan to reduce worker's compensation premiums.

**Major Issues to be resolved in the next 5 years**

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

**2017-18 Budget Detail**

\$22,500 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 \$7,000 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 \$ 10,335
- 2. MCCEDD \$ 6,200
- 3. MCCOG \$ 13,630
- 4. Oregon Mayors Association \$ 130
- 5. Chamber of Commerce \$ 600
- 6. Other-Miscellaneous \$ 100

**TOTAL \$30,995**

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 17-003)

Service	Partner	FY15/16 Budget	FY16/17 Budget	FY17/18 Budget	Funding Source
Upgrades to Museum	Ft Dalles Museum *	17,500	5,000	***	TRT
LINK	MCCOG Transportation	10,000	10,000	10,000	TRT
Sister City Program	Local Non-Profit Association	2,500	5,000	7,500	TRT
War Memorial	Veterans & Civic Organizations	2,000	2,000		TRT
4th of July Celebration	Veterans & Civic Organizations	20,000	25,000	25,000	TRT
Six Rivers Mediation Services	Six Rivers Mediation Services	4,000	-	-	
Substance Abuse Prevention	Youth Think	13,000	10,600	12,000	TRT
Juvenile Work Crew	Wasco County	13,650	**	**	TRT
Main Street Manager	Main Street Program	25,000	***	***	TRT
Senior Center Support	The Dalles Senior Center	5,000	-	-	
Youth Shelter	Youth Empowerment Shelter	20,000	-	-	
Wasco County EOC	Wasco Co./Mid-Columbia F&R	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		96,500	5,000	CTS
Small Grants				19,848	
	<b>Total</b>	<b>151,650</b>	<b>161,200</b>	<b>79,348</b>	<b>****</b>
* Fort Dalles Museum Support (\$20,000) 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 17-005 Uses of Transient Room Taxes -					
CTS = Concert Ticket Sales					

**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget  
GENERAL FUND – CITY COUNCIL**

FY14/15	FY15/16	FY16/17			FY17/18	FY17/18	FY17/18
Actual	Actual	Budget	Account Number	Account Description	Proposed Budget	Approved Budget	Adopted Budget
99,585	176,348	140,200	001-0100-000.31-10	CONTRACTUAL SERVICES	79,348	79,348	79,348
-	13,207	15,000	001-0100-000.31-60	LABOR NEGOTIATIONS			
33,625	43,550	34,625	001-0100-000.32-10	AUDITING SERVICES	35,664	35,664	35,664
-	-	2,000	001-0100-000.39-00	OTHER CONTRACTUAL SVCS	2,000	2,000	2,000
22,085	10,959	22,000	001-0100-000.58-10	TRAVEL, FOOD & LODGING	22,500	22,500	22,500
615	595	900	001-0100-000.58-50	TRAINING AND CONFERENCES	900	900	900
-	-	500	001-0100-000.58-60	WORKSHOPS	500	500	500
29,879	30,222	30,350	001-0100-000.58-70	MEMBERSHIPS/DUES/SUBSCRIP	30,995	30,995	30,995
182	467	500	001-0100-000.60-10	OFFICE SUPPLIES	500	500	500
-	4,770	177,382	001-0100-000.60-50	SAFETY SUPPLIES/EQUIP	58,365	58,365	58,365
1,538	1,381	5,000	001-0100-000.69-50	MISCELLANEOUS EXPENSES	5,000	5,000	5,000
-	-	-	001-0100-000.69-80	ASSETS < \$5000	-	-	-
<b>187,509</b>	<b>281,499</b>	<b>428,457</b>	<b>TOTAL MATERIALS &amp; SERVICES</b>		<b>235,772</b>	<b>235,772</b>	<b>235,772</b>
<b>187,509</b>	<b>281,499</b>	<b>428,457</b>	<b>TOTAL CITY COUNCIL DEPARTMENT</b>		<b>235,772</b>	<b>235,772</b>	<b>235,772</b>

**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget**

---

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

---

**Mission**

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

**Description**

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

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

**2017-18 Goals, Projects and Highlights**

- Coordinate the completion of conversion of Ordinances to online Codification system
- Continue to implement user-friendly updates to the City’s Facebook page and website
- Continue training for Certified Municipal Clerk certificate
- Assist Police Department conversion to new phone system
- Begin development of technologically sound Records Management System Citywide

**2016-17 Accomplishments/Comments**

- Completed first Election process
- Implemented and published the City Newsletter
- Ship scheduling and mooring at Commercial Dock facility and park events, including coordination with Tourism Director to facilitate needs of ships.
- Completed Professional Development 1 training toward Certified Municipal Clerk certificate.
- Updated process for publishing press releases and notices on Facebook and the City’s website
- Assisted in developing job descriptions for Police Chief, Human Resources Director, Planning Director



**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget**

**GENERAL FUND – CITY CLERK**

FY14/15	FY15/16	FY16/17		Account	FY17/18 Proposed	FY17/18 Approved	FY17/18 Adopted
Actual	Actual	Budget	Account Number	Description	Budget	Budget	Budget
92,775	86,237	77,698	001-0200-000.11-00	REGULAR SALARIES	81,645	81,645	81,645
15,045	16,148	17,563	001-0200-000.21-10	MEDICAL INSURANCE	19,001	19,001	19,001
510	451	489	001-0200-000.21-20	L-T DISABILITY INSURANCE	514	514	514
48	42	50	001-0200-000.21-30	LIFE INSURANCE	50	50	50
280	353	252	001-0200-000.21-40	WORKERS COMP INSURANCE	263	263	263
6,934	6,464	5,944	001-0200-000.22-00	FICA	6,246	6,246	6,246
12,525	11,613	10,489	001-0200-000.23-00	RETIREMENT CONTRIBUTIONS	11,022	11,022	11,022
4,996	676	2,092	001-0200-000.28-00	VEBA CONTRIBUTIONS	4,710	4,710	4,710
60	60	-	001-0200-000.29-00	OTHER EMPLOYEE BENEFITS			
<b>133,173</b>	<b>122,044</b>	<b>114,577</b>		<b>TOTAL PERSONNEL SERVICE</b>	<b>123,451</b>	<b>123,451</b>	<b>123,451</b>
<b>1.0</b>	<b>1.0</b>	<b>1.0</b>		<b>Total Full-Time Equivalent (FTE)</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>
27	25	30	001-0200-000.31-10	CONTRACTUAL SERVICES	17,530	17,530	17,530
499	499	550	001-0200-000.43-40	OFFICE EQUIPMENT	550	550	550
33	112	100	001-0200-000.53-20	POSTAGE	100	100	100
1,009	997	1,285	001-0200-000.53-30	TELEPHONE	1,285	1,285	1,285
1,958	270	2,200	001-0200-000.58-10	TRAVEL, FOOD & LODGING	2,200	2,200	2,200
930	1,125	1,000	001-0200-000.58-50	TRAINING AND CONFERENCES	1,250	1,250	1,250
300	217	250	001-0200-000.58-70	MEMBERSHIPS/DUES/SUBS	250	250	250
484	493	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
-	1,605	-	001-0200-000.69-80	ASSETS < \$5000			
<b>5,299</b>	<b>5,342</b>	<b>6,315</b>		<b>TOTAL MATERIALS AND SERVICES</b>	<b>24,065</b>	<b>24,065</b>	<b>24,065</b>
<b>138,472</b>	<b>127,386</b>	<b>120,892</b>		<b>TOTAL CITY CLERK DEPARTMENT</b>	<b>147,516</b>	<b>147,516</b>	<b>147,516</b>

**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget**

---

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

---

**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.

**2017-18 Activities and Highlights**

- The City Manager will be very involved in moving forward the City Council’s Work Plan for 2017-18. The City Council Work Plan is in the front section of the budget document.
- Work with Chamber of Commerce to strengthen tourism programs.
- Continue building relationships with governmental and other partners.
- Continue implementation of Public Works Gap Analysis recommendations.
- Develop a plan to address downtown parking concerns and transportation.

**2016-17 Accomplishments**

- Continued work on Phase 1 improvements at the Wastewater Treatment Plant (WWTP).
- Continued relations with governmental partners.
- Shifted Urban Renewal Program and Economic Development functions back to Planning Department.
- Improved communications with City Council, staff, citizens, and community partners.
- Continued economic development work in the downtown, working to bring new development, partnering with Main Street Program.
- Continued improvements in employee safety programs and committees.
- Filled key department manager positions, as several retired in the current budget year.
- Implemented a new Human Resources Department .

**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.

**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget**

**GENERAL FUND – CITY MANAGER**

FY14/15	FY15/16	FY16/17			FY17/18	FY17/18	FY17/18
Actual	Actual	Budget	Account Number	Account Description	Proposed Budget	Approved Budget	Adopted Budget
184,594	240,072	112,200	001-0300-000.11-00	REGULAR SALARIES	170,744	170,744	178,597
-	-	-	001-0300-000.12-00	PARTTIME/TEMP SALARIES	12,320	12,320	12,320
-	-	-	001-0300-000.13-00	OVERTIME SALARIES			
37,454	36,050	17,563	001-0300-000.21-10	MEDICAL INSURANCE	29,151	29,151	29,151
833	308	707	001-0300-000.21-20	L-T DISABILITY INSURANCE	1,076	1,076	1,125
89	42	50	001-0300-000.21-30	LIFE INSURANCE	50	50	50
727	1,009	563	001-0300-000.21-40	WORKERS COMP INSURANCE	2,032	2,032	2,069
12,699	11,168	8,583	001-0300-000.22-00	FICA	14,004	14,004	14,605
24,920	33,943	19,074	001-0300-000.23-00	RETIREMENT CONTRIBUTIONS	23,026	23,026	24,361
9,223	12,740	7,768	001-0300-000.28-00	VEBA CONTRIBUTIONS	10,019	10,019	10,563
-	25	-	001-0300-000.29-00	OTHER EMPLOYEE BENEFITS	-	-	-
<b>270,539</b>	<b>335,356</b>	<b>166,508</b>	<b>TOTAL PERSONNEL SERVICE</b>		<b>262,422</b>	<b>262,422</b>	<b>272,841</b>
<b>2.0</b>	<b>2.0</b>	<b>1.0</b>		<b>Total Full-Time Equivalent (FTE)</b>	<b>2.5</b>	<b>1.0</b>	<b>1.0</b>
54	49	54	001-0300-000.31-10	CONTRACTUAL SERVICES	50,518	50,518	50,518
7,051	6,730	7,500	001-0300-000.43-40	OFFICE EQUIPMENT	5,000	5,000	5,000
3,600	750	-	001-0300-000.43-53	VEHICLE ALLOWANCE	-	-	-
390	180	500	001-0300-000.53-20	POSTAGE	500	500	500
2,640	1,945	1,464	001-0300-000.53-30	TELEPHONE	2,184	2,184	2,184
			001-0300-000.58-10	ADVERTISING	300	300	300
2,753	197	3,600	001-0300-000.58-10	TRAVEL, FOOD & LODGING	5,200	4,800	4,800
760	-	1,000	001-0300-000.58-50	TRAINING AND CONFERENCES	2,672	2,672	4,672
1,424	1,401	1,610	001-0300-000.58-70	MEMBERSHIPS/DUES/SUBS	2,010	2,010	2,010
3,102	4,483	4,200	001-0300-000.60-10	OFFICE SUPPLIES	4,200	4,200	4,200
-	-	100	001-0300-000.64-10	BOOKS AND PERIODICALS	100	100	100
			001-0300-000.60-85	SPECIAL SUPPLIES	600	600	600
			001-0300-000.60-80	CLOTHING	-	200	200
2,051	455	1,500	001-0300-000.69-50	MISCELLANEOUS EXPENSES	4,165	1,500	1,500
-	2,365	5,000	001-0300-000.69-80	ASSETS < \$5000			
<b>23,826</b>	<b>18,555</b>	<b>26,528</b>	<b>TOTAL MATERIALS AND SERVICES</b>		<b>77,449</b>	<b>74,584</b>	<b>76,584</b>
<b>294,365</b>	<b>353,910</b>	<b>193,036</b>	<b>TOTAL CITY MANAGER</b>		<b>339,871</b>	<b>337,006</b>	<b>349,425</b>

**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget**

---

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

---

**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.

**2017-2018 Goals, Projects, and Highlights**

- Complete Development and Disposition Agreements for redevelopment of Granada Theatre and the former Tony’s Building.
- Complete franchise agreement for telecommunications services with Zayo Group, LLC.
- Complete the process for adoption of ordinance establishing time, place and manner regulations for processing, production, and wholesaling facilities for medical marijuana, and establishing regulations related to recreational and medical marijuana grow sites.

**2016-2017 Accomplishments/Comments**

- Completed the process for adoption of franchise ordinances for Light Speed Networks LLC for telecommunications services and NW Natural for gas service.
- Assisted the Planning Department with process for adoption of ordinance establishing time, place and manner regulations for facilities associated with recreational marijuana.
- Prepared ordinance for acceptance of transfer of jurisdiction from Wasco County for certain roads located within or near the City.

- Drafted ordinance changing the structure of the Urban Renewal Agency Board.
- Prepared ordinance revising certain provisions of the Secondhand Dealer Ordinance.
- Assisted the Airport Managers with preparation of documents associated with award of the contract for construction of the Flex Space Hangar building.

**Major issues to be resolved in the next 5 years**

- 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.
- Prepare a transition process for the anticipated retirement of personnel in the Legal/Judicial Department.

**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget**

**GENERAL FUND – LEGAL**

FY14/15	FY15/16	FY16/17		Account	FY17/18	FY17/18	FY17/18	
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget	
			<b>LEGAL &amp; JUDICIAL</b>					
			<b>LEGAL</b>					
146,087	144,758	152,168	001-0700-000.11-00	REGULAR SALARIES	155,212	155,212	155,212	
14,454	8,209	-	001-0700-000.12-00	PARTTIME/TEMP SALARIES	-	-	-	
74	-	250	001-0700-000.13-00	OVERTIME SALARIES	250	250	250	
22,780	22,510	26,537	001-0700-000.21-10	MEDICAL INSURANCE	28,701	28,701	28,701	
842	753	959	001-0700-000.21-20	L-T DISABILITY INSURANCE	978	978	978	
113	85	99	001-0700-000.21-30	LIFE INSURANCE	99	99	99	
512	694	554	001-0700-000.21-40	WORKERS COMP INSURANCE	527	527	527	
12,243	11,662	11,641	001-0700-000.22-00	FICA	11,874	11,874	11,874	
21,673	20,699	20,543	001-0700-000.23-00	RETIREMENT CONTRIBUTIONS	20,954	20,954	20,954	
3,227	-	5,760	001-0700-000.28-00	VEBA CONTRIBUTIONS	2,938	2,938	2,938	
-	-	-	001-0700-000.29-00	OTHER EMPLOYEE BENEFITS	-	-	-	
<b>222,004</b>	<b>209,371</b>	<b>218,511</b>	<b>TOTAL PERSONNEL SERVICE</b>		<b>221,533</b>	<b>221,533</b>	<b>221,533</b>	
<b>2.3</b>	<b>2.3</b>	<b>2.0</b>	<b>Total Full-Time Equivalent (FTE)</b>		<b>2.0</b>	<b>2.0</b>	<b>2.0</b>	
2,905	604	8,833	001-0700-000.31-10	CONTRACTUAL SERVICES	8,833	8,833	8,833	
1,231	1,130	1,300	001-0700-000.32-20	SPECIAL LEGAL SERVICES	1,300	1,300	1,300	
-	-	-	001-0700-000.43-40	OFFICE EQUIPMENT	-	-	-	
1,243	-	1,000	001-0700-000.50-10	CRIME VICTIMS ASSISTANCE	600	600	600	
361	199	250	001-0700-000.53-20	POSTAGE	250	250	250	
2,636	2,777	2,700	001-0700-000.53-30	TELEPHONE	2,700	2,700	2,700	
1,698	465	1,586	001-0700-000.58-10	TRAVEL, FOOD & LODGING	1,311	1,311	1,311	
545	506	735	001-0700-000.58-50	TRAINING AND CONFERENCES	735	735	735	
652	672	700	001-0700-000.58-70	MEMBERSHIPS/DUES/SUBS	700	700	700	
1,224	1,284	1,100	001-0700-000.60-10	OFFICE SUPPLIES	1,200	1,200	1,200	
21,329	21,394	21,000	001-0700-000.64-10	BOOKS AND PERIODICALS	21,000	21,000	21,000	
60	60	60	001-0700-000.69-50	MISCELLANEOUS EXPENSES	60	60	60	
1,948	-	1,800	001-0700-000.69-80	ASSETS < \$5000	1,800	1,800	1,800	
<b>35,832</b>	<b>29,090</b>	<b>41,064</b>	<b>TOTAL MATERIALS AND SERVICES</b>		<b>40,489</b>	<b>40,489</b>	<b>40,489</b>	
<b>257,836</b>	<b>238,462</b>	<b>259,575</b>	<b>SUB-TOTAL LEGAL</b>		<b>262,022</b>	<b>262,022</b>	<b>262,022</b>	

**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget**

**GENERAL FUND – JUDICIAL**

FY14/15	FY15/16	FY16/17			FY17/18	FY17/18	FY17/18
Actual	Actual	Budget	Account Number	Account Description	Proposed Budget	Approved Budget	Adopted Budget
60,676	49,600	48,577	001-0750-000.11-00	REGULAR SALARIES	49,500	49,500	49,500
21,269	31,897	29,820	001-0750-000.12-00	PARTTIME/TEMP SALARIES	29,820	29,820	29,820
1,612	3,314	2,102	001-0750-000.13-00	OVERTIME SALARIES	2,142	2,142	2,142
15,046	16,149	17,563	001-0750-000.21-10	MEDICAL INSURANCE	19,001	19,001	19,001
352	309	306	001-0750-000.21-20	L-T DISABILITY INSURANCE	312	312	312
75	53	50	001-0750-000.21-30	LIFE INSURANCE	50	50	50
1,041	1,374	1,091	001-0750-000.21-40	WORKERS COMP INSURANCE	1,093	1,093	1,093
6,293	6,381	5,997	001-0750-000.22-00	FICA	6,068	6,068	6,068
7,329	6,839	6,234	001-0750-000.23-00	RETIREMENT CONTRIBUTIONS	6,359	6,359	6,359
837	871	1,308	001-0750-000.28-00	VEBA CONTRIBUTIONS	1,333	1,333	1,333
<b>114,529</b>	<b>116,786</b>	<b>113,048</b>	<b>TOTAL PERSONNEL SERVICE</b>		<b>115,678</b>	<b>115,678</b>	<b>115,678</b>
<b>1.7</b>	<b>1.7</b>	<b>1.5</b>	<b>Total Full-Time Equivalent (FTE)</b>		<b>1.5</b>	<b>1.5</b>	<b>1.5</b>
6,236	9,059	8,000	001-0750-000.31-10	CONTRACTUAL SERVICES	8,600	8,600	8,600
-	-	750	001-0750-000.31-30	PRISONER MEDICAL SVCS	750	750	750
180	292	600	001-0750-000.31-85	WITNESS/JURY FEES	750	750	750
39,191	40,334	40,000	001-0750-000.31-90	PROSECUTING ATTORNEY	45,828	45,828	45,828
32,083	39,429	35,000	001-0750-000.32-30	COURT APPT ATTORNEY FEES	35,000	35,000	35,000
1,630	2,150	2,000	001-0750-000.33-15	INTERPRETOR FEES	2,000	2,000	2,000
1,978	1,310	1,000	001-0750-000.53-20	POSTAGE	500	500	500
470	400	400	001-0750-000.53-30	TELEPHONE	400	400	400
774	461	800	001-0750-000.58-10	TRAVEL, FOOD & LODGING	800	800	800
390	777	550	001-0750-000.58-50	TRAINING AND CONFERENCES	1,000	1,000	1,000
525	200	525	001-0750-000.58-70	MEMBERSHIPS/DUES/SUBS	250	250	250
1,665	2,124	1,400	001-0750-000.60-10	OFFICE SUPPLIES	1,000	1,000	1,000
7	-	50	001-0750-000.64-10	BOOKS AND PERIODICALS	50	50	50
291	-	-	001-0750-000.69-50	MISCELLANEOUS EXPENSES	-	-	-
-	-	-	001-0750-000.69-70	CASH SHORT/LONG	-	-	-
2,017	-	-	001-0750-000.69-80	ASSETS < \$5000	2,000	2,000	2,000
<b>87,438</b>	<b>96,536</b>	<b>91,075</b>	<b>TOTAL MATERIALS AND SERVICES</b>		<b>98,928</b>	<b>98,928</b>	<b>98,928</b>
<b>201,967</b>	<b>213,322</b>	<b>204,123</b>	<b>SUB-TOTAL JUDICIAL</b>		<b>214,606</b>	<b>214,606</b>	<b>214,606</b>

**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget**

---

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

---

**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.

**2017-18 Goals, Projects and Highlights**

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

**2016-17 Accomplishments/Comments**

- Completed the acquisition and implementation of the Caselle integrated financial software system. Also, transition Payroll from ADP and Court to the new Caselle software.
- 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 2016 Comprehensive Annual Financial Report (CAFR).



**City of The Dalles, Oregon**  
**Fiscal Year 2017-18 Budget**  
**GENERAL FUND – FINANCE**

FY14/15	FY15/16	FY16/17		Account	FY17/18	FY17/18	FY17/18
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
192,897	194,834	198,703	001-0900-000.11-00	REGULAR SALARIES	187,030	187,030	191,987
174	1,194	523	001-0900-000.13-00	OVERTIME SALARIES	1,762	1,762	1,762
48,095	51,565	56,083	001-0900-000.21-10	MEDICAL INSURANCE	60,614	60,614	60,614
1,132	1,165	1,252	001-0900-000.21-20	L-T DISABILITY INSURANCE	1,178	1,178	1,225
137	126	149	001-0900-000.21-30	LIFE INSURANCE	149	149	149
646	798	661	001-0900-000.21-40	WORKERS COMP INSURANCE	629	629	649
14,164	14,314	15,241	001-0900-000.22-00	FICA	14,443	14,443	14,503
26,041	26,315	26,896	001-0900-000.23-00	RETIREMENT CONTRIBUTIONS	19,041	19,041	19,539
2,959	3,729	3,990	001-0900-000.28-00	VEBA CONTRIBUTIONS	3,667	3,667	3,967
180	180	180	001-0900-000.29-00	OTHER EMPLOYEE BENEFITS	180	180	180
<b>286,425</b>	<b>294,220</b>	<b>303,678</b>	<b>TOTAL PERSONNEL SERVICE</b>		<b>288,693</b>	<b>288,693</b>	<b>294,575</b>
<b>3.0</b>	<b>3.0</b>	<b>3.0</b>		<b>Total Full-Time Equivalent (FTE)</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>
8,834	8,852	9,768	001-0900-000.31-10	CONTRACTUAL SERVICES	13,866	13,866	13,866
5,300	2,800	20,250	001-0900-000.31-20	ACCOUNTING/ADVISORY SVCS	20,250	20,250	20,250
146	-	200	001-0900-000.34-50	SPECIAL STUDIES & REPORTS	200	200	200
342	318	600	001-0900-000.43-40	OFFICE EQUIPMENT	640	640	640
3,393	3,393	3,393	001-0900-000.44-20	RENTAL OF EQUIPMENT	3,393	3,393	3,393
2,808	2,460	3,200	001-0900-000.53-20	POSTAGE	3,200	3,200	3,200
2,475	2,923	3,101	001-0900-000.53-30	TELEPHONE	3,810	3,810	3,810
533	621	600	001-0900-000.53-40	LEGAL NOTICES	700	700	700
1,685	1,834	2,200	001-0900-000.55-00	PRINTING & BINDING	2,200	2,200	2,200
1,244	3,979	3,500	001-0900-000.58-10	TRAVEL, FOOD & LODGING	4,500	4,500	4,500
870	1,256	2,300	001-0900-000.58-50	TRAINING AND CONFERENCES	4,600	4,600	4,600
1,319	1,294	1,445	001-0900-000.58-70	MEMBERSHIPS/DUES/SUBS	1,500	1,500	1,500
2,011	2,753	3,000	001-0900-000.60-10	OFFICE SUPPLIES	3,000	3,000	3,000
428	704	2,500	001-0900-000.69-50	MISCELLANEOUS EXPENSES	2,500	2,500	2,500
-	-	-	001-0900-000.69-70	CASH SHORT/LONG	-	-	-
-	6,497	3,900	001-0900-000.69-80	ASSETS < \$5000	2,300	2,300	2,300
<b>31,388</b>	<b>39,682</b>	<b>59,957</b>	<b>TOTAL MATERIALS AND SERVICES</b>		<b>66,659</b>	<b>66,659</b>	<b>66,659</b>
<b>317,813</b>	<b>333,902</b>	<b>363,635</b>	<b>SUB-TOTAL FINANCE</b>		<b>355,352</b>	<b>355,352</b>	<b>361,234</b>

**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget**

**GENERAL FUND – UTILITY BILLING**

FY14/15	FY15/16	FY16/17		Account	FY17/18	FY17/18	FY17/18
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
75,605	77,881	79,439	001-0950-000.11-00	REGULAR SALARIES	81,027	81,027	81,027
2,186	2,281	6,875	001-0950-000.13-00	OVERTIME SALARIES	7,012	7,012	7,012
28,693	31,675	35,127	001-0950-000.21-10	MEDICAL INSURANCE	38,001	38,001	38,001
476	496	500	001-0950-000.21-20	L-T DISABILITY INSURANCE	510	510	510
95	89	99	001-0950-000.21-30	LIFE INSURANCE	99	99	99
309	368	293	001-0950-000.21-40	WORKERS COMP INSURANCE	297	297	297
5,669	5,834	6,603	001-0950-000.22-00	FICA	6,735	6,735	6,735
10,207	10,514	11,652	001-0950-000.23-00	RETIREMENT CONTRIBUTIONS	11,885	11,885	11,885
1,047	1,269	2,139	001-0950-000.28-00	VEBA CONTRIBUTIONS	2,181	2,181	2,181
-	-	-	001-0950-000.29-00	OTHER EMPLOYEE BENEFITS	-	-	-
<b>124,287</b>	<b>130,406</b>	<b>142,727</b>	<b>TOTAL PERSONNEL SERVICE</b>		<b>147,747</b>	<b>147,747</b>	<b>147,747</b>
<b>2.0</b>	<b>2.0</b>	<b>2.0</b>		<b>Total Full-Time Equivalent (FTE)</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>
2,304	5,212	44,579	001-0950-000.31-10	CONTRACTUAL SERVICES	47,324	47,324	47,324
342	318	600	001-0950-000.43-40	OFFICE EQUIPMENT	600	600	600
23,843	21,470	500	001-0950-000.53-20	POSTAGE	500	500	500
1,308	1,492	1,674	001-0950-000.53-30	TELEPHONE	1,703	1,703	1,703
1,593	1,982	675	001-0950-000.55-00	PRINTING & BINDING	675	675	675
153	1,738	500	001-0950-000.58-10	TRAVEL, FOOD & LODGING	1,000	1,000	1,000
-	-	600	001-0950-000.58-50	TRAINING AND CONFERENCES	1,100	1,100	1,100
3,040	3,230	2,800	001-0950-000.60-10	OFFICE SUPPLIES	2,800	2,800	2,800
533	605	1,040	001-0950-000.69-50	MISCELLANEOUS EXPENSES	805	805	805
15	(664)	100	001-0950-000.69-70	CASH SHORT/LONG	100	100	100
3,754	2,417	2,600	001-0950-000.69-80	ASSETS < \$5000	4,600	4,600	4,600
<b>36,884</b>	<b>37,800</b>	<b>55,668</b>	<b>TOTAL MATERIALS AND SERVICES</b>		<b>61,207</b>	<b>61,207</b>	<b>61,207</b>
-	-	-	001-0950-000.74-40	OFFICE EQUIPMENT	-	-	-
<b>-</b>	<b>-</b>	<b>-</b>	<b>TOTAL CAPITAL OUTLAY</b>		<b>-</b>	<b>-</b>	<b>-</b>
<b>161,172</b>	<b>168,206</b>	<b>198,395</b>	<b>SUB-TOTAL UTILITY BILLING</b>		<b>208,954</b>	<b>208,954</b>	<b>208,954</b>
<b>478,985</b>	<b>502,108</b>	<b>562,030</b>	<b>TOTAL FINANCE &amp; UTILITY BILLING DEPARTMENT</b>		<b>564,306</b>	<b>564,306</b>	<b>570,188</b>

**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget**

---

<b>Fund:</b>	<b>General (001)</b>		
<b>Department:</b>	<b>Human Resources (10)</b>	<b>Number of Employees:</b>	<b>1</b>
<b>Program:</b>	<b>Personnel (416)</b>		

---

**Mission**

Provide responsive Human Resource management services for the City.

**Description**

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

In September 2016, the General Services Department discontinued administration of personnel services. The City has approximately 109 full-time regular employees in seven Departments who will continue to rely on a dedicated Human Resources Department. This is a goal of the City Council.

This budget includes funding for a full-time employee, materials, services and training.

**2017-18 Goals, Projects and Highlights**

- Continue to review and update personnel policies to reduce City liability.
- Refine processes and procedures through technology.
- Improve personnel information storage, tracking and disposal.
- Continue to work with BCI to identify no-cost or marginal costs benefits for employees.
- Work with Assistant to the City Manager on development of a Performance Management Program.
- Develop recognition program for outstanding performance by a City Employee.

**2016-17 Accomplishments/Comments**

- New Position, hired and organizing all human resource activities back under one department.
- Developed Employee Leadership Recognition and Training Program.
- Reviewed and updated documents, policies and procedures.
- Worked on annual insurance benefits renewals.
- Worked with BCI and Cascade Centers to improve employee knowledge of no-cost benefits.
- Recruited and filled nine position vacancies.
- Represented the City for SEIU negotiations.

**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget  
GENERAL FUND – HUMAN RESOURCES**

FY14/15	FY15/16	FY16/17			FY17/18	FY17/18	FY17/18
Actual	Actual	Budget	Account Number	Account Description	Proposed Budget	Approved Budget	Adopted Budget
				HUMAN RESOURCES DEPARTMENT			
-	-	77,905	001-1000-000.11-00	REGULAR SALARIES	81,645	81,645	81,645
-	-	23,555	001-1000-000.21-10	MEDICAL INSURANCE	15,995	15,995	15,995
-	-	491	001-1000-000.21-20	L-T DISABILITY INSURANCE	514	514	514
-	-	50	001-1000-000.21-30	LIFE INSURANCE	50	50	50
-	-	183	001-1000-000.21-40	WORKERS COMP INSURANCE	419	419	419
-	-	5,960	001-1000-000.22-00	FICA	6,246	6,246	6,246
-	-	7,617	001-1000-000.23-00	RETIREMENT CONTRIBUTIONS	11,022	11,022	11,022
-	-	-	001-1000-000.28-00	VEBA CONTRIBUTIONS	1,570	1,570	1,570
-	-	60	001-1000-000.29-00	OTHER EMPLOYEE BENEFITS	60	60	60
-	-	115,821		TOTAL PERSONNEL SERVICE	117,521	117,521	117,521
-	-	1		<b>Total Full-Time Equivalent (FTE)</b>	<b>1.0</b>	<b>1</b>	<b>1</b>
-	373	500	001-1000-000.34-50	SPECIAL STUDIES & REPORTS	500	500	500
60	21,416	100	001-1000-000.39-00	OTHER CONTRACTUAL SVCS	15,735	15,735	15,735
2,568	5,105	2,000	001-1000-000.39-10	OTHER LEGAL SERVICES	2,000	2,000	2,000
-	-	-	001-1000-000.39-60	RECRUITMENT / HIRING COSTS	1,200	1,200	1,200
3,450	4,476	6,000	001-1000-000.50-60	EMPLOYEE RELATIONS	6,000	6,000	6,000
7	228	200	001-1000-000.53-20	POSTAGE	200	200	200
-	-	1,716	001-1000-000.53-30	TELEPHONE	800	800	800
-	-	500	001-1000-000.58-10	TRAVEL, FOOD & LODGING	1,600	1,600	1,600
-	-	200	001-1000-000.58-50	TRAINING AND CONFERENCES	725	725	725
-	-	200	001-1000-000.58-70	MEMBERSHIPS/DUES/SUBS	300	300	300
54	85	200	001-1000-000.60-10	OFFICE SUPPLIES	1,000	1,000	1,000
-	-	100	001-1000-000.64-10	BOOKS AND PERIODICALS	100	100	100
154	1,104	400	001-1000-000.69-50	MISCELLANEOUS EXPENSES	200	200	200
6,293	32,785	12,116		TOTAL MATERIALS AND SERVICES	30,360	30,360	30,360
6,293	32,785	127,937		TOTAL HUMAN RESOURCES DEPARTMENT	147,881	147,881	147,881

**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget**

---

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

---

**Mission**

The **Planning Department** has the responsibility to regulate and enforce the orderly growth and development of the City in a manner consistent with City Council goals, standards and regulations to ensure the protection of the health, safety and welfare of its citizens. The **Department** seeks to provide responsive, accurate and consistent service to our citizens and customers; while aggressively pursuing meaningful citizen involvement in all planning endeavors. **Department** staff provide inspection services of public infrastructure improvements associated with public and private development activities.

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

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

**Description**

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

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

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

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. The permanent full-time Codes Enforcement Officer is budgeted in the Codes Enforcement Division.

## **2017-18 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.
- Continue with customer satisfaction survey. Results are tabulated at regular intervals and attention directed at areas receiving less than satisfactory responses. Continue to implement departmental procedures and processes that will improve customer service levels.
- Develop and implement metrics to measure changes in customer service levels.
- The Department will continue to follow and complete the 2017-2018 City Council Goals and Objectives.
- 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
- Initiate and complete update to 2030 Vision Action Plan through an extensive community outreach and engagement program.
- Undertake and complete implementation actions from the adopted 2017 Housing Strategies Report.
- Continue to engage Columbia River Gorge Commission staff and Board throughout the preparation process of the Gorge 2020 Management Plan with the goal of ensuring the City's concerns are addressed in the adopted Plan.
- Provide assistance in developing and implementing the City's economic development strategies and activities.

## **2016-17 Accomplishments/Comments**

- Continuation of the Planning Department customer satisfaction survey.
- Continued Staff support of the Planning Commission, Historic Landmarks Commission, Site (Development) Review Team, Urban Renewal Agency, and 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 County, State and Federal agencies have been given much attention. The Department continues to provide planning services to the County Planning and Economic Development Department within the Urban Growth Area, to City Public Works Department within the rights-of-way, and to the Urban Renewal Agency.

- Undertook and completed consultant-assisted buildable lands inventory, housing needs assessment and a housing strategies report.
- Implemented a number of departmental process and procedure improvements with the goal of improving customer service levels.
- For calendar year 2016 the department processed 119 building permits, and 123 development applications including 35 Site Team/Pre-applications, 41 Sign Permits, 8 Site Plan Reviews and 11 Minor Partitions.
- For calendar year 2016 provided public infrastructure construction inspection services for the Waddington and Elkhorn Sewer Extensions, The Dalles Transportation Center, The Dalles/Wasco Co. Library Children’s Wing expansion, Tonkin Car Dealership, Heritage Heights Apartment project and the Taylor Lake No. 1 project, among other projects.
- Provided assistance to Public Works Department in the preparation and adoption of updated Transportation System Plan (TSP), including amendments to comprehensive plan and LUD.

**Major Issues to be Resolved in the Next 5 Years**

- Undertake and complete an update to the 2011 Comprehensive Land Use Plan.
- Provide staff support to updates of the Sewer Master Plan, Storm Water Master Plan, Water Master Plan, and Capital Improvement Plan consistent with the UGB and NSA amendments.
- Implementation of various master plans.
- Upon adoption of the Gorge 2020 Management Plan, assess the City’s options to seek expansion of the Urban Growth Boundary and the NSA Urban Area boundary.

**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget**

**GENERAL FUND – PLANNING**

FY14/15	FY15/16	FY16/17			FY17/18	FY17/18	FY17/18
Actual	Actual	Budget	Account Number	Account Description	Proposed Budget	Approved Budget	Adopted Budget
264,158	257,044	268,186	001-1100-000.11-00	REGULAR SALARIES	269,606	269,606	269,606
27,283	33,843	29,633	001-1100-000.12-00	PARTTIME/TEMP SALARIES	36,271	36,271	36,271
-	310	1,200	001-1100-000.13-00	OVERTIME SALARIES	1,200	1,200	1,200
65,337	64,066	67,655	001-1100-000.21-10	MEDICAL INSURANCE	79,453	79,453	79,453
1,767	1,803	1,876	001-1100-000.21-20	L-T DISABILITY INSURANCE	1,927	1,927	1,927
191	175	248	001-1100-000.21-30	LIFE INSURANCE	248	248	248
2,615	3,704	3,045	001-1100-000.21-40	WORKERS COMP INSURANCE	3,114	3,114	3,114
21,719	21,732	22,875	001-1100-000.22-00	FICA	23,491	23,491	23,491
38,347	36,375	37,736	001-1100-000.23-00	RETIREMENT CONTRIBUTIONS	35,281	35,281	35,281
-	684	3,943	001-1100-000.28-00	VEBA CONTRIBUTIONS	3,946	3,946	3,946
60	60	60	001-1100-000.29-00	OTHER EMPLOYEE BENEFITS	120	120	120
<b>421,478</b>	<b>419,796</b>	<b>436,457</b>	<b>TOTAL PERSONNEL SERVICE</b>		<b>454,657</b>	<b>454,657</b>	<b>454,657</b>
<b>4.5</b>	<b>4.5</b>	<b>4.5</b>		<b>Total Full-Time Equivalent (FTE)</b>	<b>4.5</b>	<b>4.5</b>	<b>4.5</b>
135	123	14,635	001-1100-000.31-10	CONTRACTUAL SERVICES	86,135	88,635	88,635
-	-	-	001-1100-000.34-10	ENGINEERING SERVICES	-	-	-
-	-	-	001-1100-000.35-40	BASE MAPPING	-	-	-
-	-	750	001-1100-000.35-60	FILING FEES	750	750	750
8,320	9,500	8,500	001-1100-000.39-00	OTHER CONTRACTUAL SVCS	8,500	8,500	8,500
316	1,700	4,000	001-1100-000.43-10	BUILDINGS AND GROUNDS	2,000	2,000	2,000
1,625	1,534	2,400	001-1100-000.43-40	OFFICE EQUIPMENT	2,400	2,400	2,400
228	588	500	001-1100-000.43-50	VEHICLES	500	500	500
1,134	756	1,200	001-1100-000.43-51	GAS/OIL/DIESEL/LUBRICANTS	700	700	700
-	-	-	001-1100-000.43-52	TIRES AND TIRE REPAIRS	800	800	800
1,143	805	1,700	001-1100-000.53-20	POSTAGE	1,700	1,700	1,700
4,400	4,075	4,725	001-1100-000.53-30	TELEPHONE	4,725	4,725	4,725
539	766	1,000	001-1100-000.53-40	LEGAL NOTICES	1,000	1,000	1,000
-	215	600	001-1100-000.54-00	ADVERTISING	800	800	800
-	-	100	001-1100-000.55-00	PRINTING AND BINDING	250	250	250
835	1,056	1,500	001-1100-000.58-10	TRAVEL, FOOD & LODGING	1,500	1,500	1,500
175	355	1,000	001-1100-000.58-50	TRAINING AND CONFERENCES	1,500	1,500	1,500
864	670	800	001-1100-000.58-70	MEMBERSHIPS/DUES/SUBS	1,470	1,470	1,470
1,234	1,046	2,500	001-1100-000.60-10	OFFICE SUPPLIES	2,500	2,500	2,500
-	37	100	001-1100-000.60-85	SPECIAL DEPT SUPPLIES	200	200	200
-	99	100	001-1100-000.64-10	BOOKS AND PERIODICALS	100	100	100
-	-	-	001-1100-000.64-80	COMPUTER SOFTWARE	-	-	-
63	168	100	001-1100-000.69-50	MISCELLANEOUS EXPENSES	100	100	100
2,117	3,697	2,500	001-1100-000.69-80	ASSETS < \$5000	2,500	2,500	2,500
<b>23,128</b>	<b>27,190</b>	<b>48,710</b>	<b>TOTAL MATERIALS AND SERVICES</b>		<b>120,130</b>	<b>122,630</b>	<b>122,630</b>
-	-	-	001-1100-417.74-20	VEHICLES	-	-	-
-	-	-	<b>TOTAL CAPITAL OUTLAY</b>		-	-	-
<b>444,606</b>	<b>446,986</b>	<b>485,167</b>	<b>SUB-TOTAL PLANNING DEPARTMENT</b>		<b>574,787</b>	<b>577,287</b>	<b>577,287</b>



**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget**

---

<b>Fund:</b>	<b>General (001) Planning Dept</b>		
<b>Department:</b>	<b>Economic Development (0350)</b>	<b>Number of Employees:</b>	<b>0</b>
<b>Program:</b>	<b>Community Development (417)</b>		

---

**Mission**

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

**Description**

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

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

**2017-18 Goals, Projects, and Highlights**

- Continue to collaborate with MCEDD, and other local and regional partners, on regional economic development issues, programs and strategies
- Continue to partner with the Community Outreach Team, Wasco County Economic Development Commission, and the Port of The Dalles, using the Enterprise Zone to expand existing businesses or bring new industry to create jobs in the community.
- Adopt and undertake implementation of a City economic development plan and strategy, consisting in part of a retail market sector linkage analysis, targeted industry survey, labor market skills assessment and needs analysis, and a business retention and attraction program.
- Study the feasibility of enacting alternative financial business incentives in light of the 2018 expiration of the Enterprise Zone.
- Complete sale of Granada Block properties and commence redevelopment and Granada Theatre renovation.
- Review and re-evaluate the First Street Urban Renewal Treatment and Washington / Federal Street Plaza Project.
- Work in partnership with the Main Street Program and other local partners, to further the continuing economic vitality of downtown.

- Promote use of Vertical Housing Zone to create opportunities for downtown residential development through active engagement property owners and residential builders.
- Continue to provide financial assistance to the Civic Auditorium Theater restoration.
- Complete local bike hubs.

### **2016-17 Accomplishments/Comments**

- Continued grant funding disbursement to the Civic Auditorium for auditorium restoration engineering and design work.
- Commenced negotiations with prospective developers of Granada Block properties and other Urban Renewal-owned downtown properties.
- Consolidated City economic development program staffing and activities.

### **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 structure construction.
- Work with community partners to provide infrastructure and an environment that will allow for the creation of additional family wage jobs in the community.
- Loss of financial incentives for businesses due to expiration of the Enterprise Zone in 2018.

**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget**

**GENERAL FUND – ECONOMIC DEVELOPMENT**

FY14/15	FY15/16	FY16/17		Account	FY17/18 Proposed	FY17/18 Approved	FY17/18 Adopted	
Actual	Actual	Budget	Account Number	Description	Budget	Budget	Budget	
			<b>ECONOMIC DEVELOPMENT</b>					
-	-	-	001-1150-000.31-10	CONTRACTUAL SERVICES	62,000	12,000	12,000	
-	-	-	001-1150-000.43-45	JOINT USE OF LABOR / EQUIP	-	-	-	
-	-	-	001-1150-000.53-46	POSTAGE	70	70	70	
-	-	-	001-1150-000.53-20	TELEPHONE	-	-	-	
-	-	-	001-1150-000.54-00	ADVERTISING				
-	-	-	001-1150-000.58-10	TRAVEL, FOOD & LODGING	2,500	2,500	2,500	
-	-	-	001-1150-000.58-50	TRAINING AND CONFERENCES	800	800	800	
-	-	-	001-1150-000.58-70	MEMBERSHIP/DUES/SUBSCRIPTIONS	390	390	390	
-	-	-	001-1150-000.60-10	OFFICE SUPPLIES	200	200	200	
-	-	-	001-1150-000.60-80	SUPPLIES - CLOTHING	200			
-	-	-	001-1150-000.60-85	SPECIAL SUPPLIES	-	-	-	
-	-	-	001-1150-000.69-50	MISCELLANEOUS EXPENSES	127	127	127	
-	-	-	001-1150-000.69-80	ASSETS < \$5000	-	-	-	
-	-	-	<b>TOTAL MATERIALS AND SERVICES</b>		<b>66,287</b>	<b>16,087</b>	<b>16,087</b>	
-	-	-	<b>SUB-TOTAL ECONOMIC DEVELOPMENT</b>		<b>66,287</b>	<b>16,087</b>	<b>16,087</b>	

			<b>ECONOMIC DEVELOPMENT</b>				
179	54,818	56,420	001-0350-000.11-00	REGULAR SALARIES			-
59,818	12,821	38,400	001-0350-000.12-00	PARTTIME/TEMP SALARIES (Durow/Interns)			-
-	13,927	14,120	001-0350-000.21-10	MEDICAL INSURANCE			-
-	369	355	001-0350-000.21-20	L-T DISABILITY INSURANCE			-
-	45	50	001-0350-000.21-30	LIFE INSURANCE			-
1,506	2,499	1,941	001-0350-000.21-40	WORKERS COMP INSURANCE			-
4,645	5,155	7,254	001-0350-000.22-00	FICA			-
-	-	-	001-0350-000.23-00	RETIREMENT CONTRIBUTIONS			-
-	-	1,085	001-0350-000.28-00	VEBA CONTRIBUTIONS			-
-	-	-	001-0350-000.29-00	OTHER EMPLOYEE BENEFITS			-
<b>66,147</b>	<b>89,634</b>	<b>119,625</b>	<b>TOTAL PERSONNEL SERVICE</b>				<b>-</b>
<b>0.8</b>	<b>0.8</b>	<b>1.5</b>	<b>Total Full-Time Equivalent (FTE)</b>				<b>-</b>
50,558	48,000	123,864	001-0350-000.31-10	CONTRACTUAL SERVICES			
1,621	3,353	1,000	001-0350-000.43-45	JOINT USE OF LABOR / EQUIP			
-	61	70	001-0350-000.53-46	POSTAGE			
720	720	720	001-0350-000.53-20	TELEPHONE			
1,015	3,643	500	001-0350-000.54-00	ADVERTISING			
5,559	4,401	4,500	001-0350-000.58-10	TRAVEL, FOOD & LODGING			
355	866	800	001-0350-000.58-50	TRAINING AND CONFERENCES			
655	90	240	001-0350-000.58-70	MEMBERSHIP/DUES/SUBSCRIPTIONS			
72	292	200	001-0350-000.60-10	OFFICE SUPPLIES			
-	-	200	001-0350-000.60-80	SUPPLIES - CLOTHING			
333	-	600	001-0350-000.60-85	SPECIAL SUPPLIES			
-	127	-	001-0350-000.69-50	MISCELLANEOUS EXPENSES			-
-	-	-	001-0350-000.69-80	ASSETS < \$5000			-
<b>60,888</b>	<b>61,553</b>	<b>132,694</b>	<b>TOTAL MATERIALS AND SERVICES</b>				<b>-</b>
<b>127,035</b>	<b>151,187</b>	<b>252,319</b>	<b>SUB-TOTAL ECONOMIC DEVELOPMENT</b>				<b>-</b>

**Economic Development previously was in the City Manager Budget. The history will stay on the budget for three years.**

**City of The Dalles, Oregon**

**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget**

---

<b>Fund:</b>	<b>General (001)</b>		
<b>Department:</b>	<b>Planning (1100)</b>	<b>Number of Employees:</b>	<b>1</b>
<b>Program:</b>	<b>Codes Enforcement (424)</b>		

---

**Mission:**

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

**Description:**

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

**2017 - 2018 Goals, Projects, and Highlights**

- Continue use of door hangers and other means of notification and public education for abatement of puncture vines, with the goal of encouraging property owners to take a more proactive role in the eradication of puncture vines.
- Continue to work with lending institutions to abate nuisance conditions that exist upon their foreclosed properties; ensuring that the lending institutions are the responsible party for abatement costs.
- Continue to enforce burning barrel permit regulations, and compliance with transient merchant license requirements.
- Work with Northern Wasco County Parks District as a resource for retaining certified arborists to assist with enforcement of ordinance provisions concerning hazardous trees on private property.
- Work with Mid-Columbia Fire & Rescue in promoting use of Burn to Learn Program as a method to eliminate blighted buildings on private property.
- Work with property owners, property management firms and lending institutions on eliminating blighted conditions caused by fire damage
- Undertake targeted property maintenance code compliance efforts/strategies in cooperation with community partners.
- Undertake cross-training in support of Planning staff to enforce land use ordinances and development projects conditions of approval.

## **2016 - 2017 Accomplishments/Comments**

- Abated 17 residential properties by hiring local contractors to abate nuisance conditions upon the properties.
- For 2016, investigated 344 property maintenance, nuisance abatement and abandoned vehicle cases and conducted 688 inspections.
- Arranged for the disposal of 18 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 Staff concerning complaints of properties with violations of the City's nuisance and land use ordinances.

## **Major Issues to be resolved in the next 5 years**

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

**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget**

**GENERAL FUND – CODES ENFORCEMENT**

FY14/15	FY15/16	FY16/17			FY17/18	FY17/18	FY17/18
Actual	Actual	Budget	Account Number	Account Description	Proposed Budget	Approved Budget	Adopted Budget
				<b>CODES ENFORCEMENT</b>			
-	-	-	001-1175-000.11-00	REGULAR SALARIES	44,757	44,757	44,757
-	-	-	001-1175-000.21-10	MEDICAL INSURANCE	9,701	9,701	9,701
-	-	-	001-1175-000.21-20	L-T DISABILITY INSURANCE	282	282	282
-	-	-	001-1175-000.21-30	LIFE INSURANCE	50	50	50
-	-	-	001-1175-000.21-40	WORKERS COMP INSURANCE	1,299	1,299	1,299
-	-	-	001-1175-000.22-00	FICA	3,424	3,424	3,424
-	-	-	001-1175-000.23-00	RETIREMENT	6,042	6,042	6,042
-	-	-	001-1175-000.29-00	OTHER EMPLOYEE BENEFITS	-	-	-
-	-	-		<b>TOTAL PERSONNEL SERVICE</b>	<b>65,555</b>	<b>65,555</b>	<b>65,555</b>
<b>1.0</b>	<b>1.0</b>	<b>1.0</b>		<b>Total Full-Time Equivalent (FTE)</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>
-	-	-	001-1175-000.31-10	CONTRACTUAL SERVICES	20,000	20,000	20,000
-	-	-	001-1175-000.39-00	OTHER CONTRACTUAL SRVCS	2,000	2,000	2,000
-	-	-	001-1175-000.43-50	VEHICLES	200	200	200
-	-	-	001-1175-000.43-51	GAS/OIL/DIESEL/LUBRICANTS	700	700	700
-	-	-	001-1175-000.43-52	TIRES AND TIRE REPAIRS	100	100	100
-	-	-	001-1175-000.53-20	POSTAGE	1,400	1,400	1,400
-	-	-	001-1175-000.53-30	TELEPHONE	1,716	1,520	1,520
-	-	-	001-1175-000.58-10	TRAVEL, FOOD & LODGING	500	500	500
-	-	-	001-1175-000.58-50	TRAINING AND CONFERENCES	250	250	250
-	-	-	001-1175-000.58-70	MEMBERSHIPS/DUES/SUBS	75	75	75
-	-	-	001-1175-000.60-10	OFFICE SUPPLIES	700	700	700
-	-	-	001-1175-000.69-50	MISCELLANEOUS EXPENSES	-	-	-
-	-	-	001-1175-000.64-80	ASSETS < \$5000	-	-	-
-	-	-		<b>TOTAL MATERIALS AND SERVICES</b>	<b>27,641</b>	<b>27,445</b>	<b>27,445</b>
-	-	-		<b>TOTAL CODES ENFORCEMENT DEPARTMENT</b>	<b>93,196</b>	<b>93,000</b>	<b>93,000</b>
<b>444,606</b>	<b>446,986</b>	<b>485,167</b>		<b>TOTAL PLANNING/ ECONOMIC DEVELOPMENT/ CODES ENFORCMENT DEPT</b>	<b>734,270</b>	<b>686,374</b>	<b>686,374</b>

**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget**

**GENERAL FUND – CODES ENFORCEMENT**

FY14/15	FY15/16	FY16/17			FY17/18	FY17/18	FY17/18
Actual	Actual	Budget	Account Number	Account Description	Proposed Budget	Approved Budget	Adopted Budget
				<b>CODES ENFORCEMENT</b>			
41,462	42,370	43,880	001-4000-000.11-00	REGULAR SALARIES			
7,693	8,250	8,974	001-4000-000.21-10	MEDICAL INSURANCE			
266	266	276	001-4000-000.21-20	L-T DISABILITY INSURANCE			
43	42	50	001-4000-000.21-30	LIFE INSURANCE			
1,020	1,488	1,274	001-4000-000.21-40	WORKERS COMP INSURANCE			
3,192	3,228	3,357	001-4000-000.22-00	FICA			
5,597	5,769	5,924	001-4000-000.23-00	RETIREMENT			
-	-	-	001-4000-000.29-00	OTHER EMPLOYEE BENEFITS			
<b>59,275</b>	<b>61,413</b>	<b>63,735</b>		<b>TOTAL PERSONNEL SERVICE</b>	-	-	-
<b>1.0</b>	<b>1.0</b>	<b>1.0</b>		<b>Total Full-Time Equivalent (FTE)</b>	-	-	-
13,320	14,961	20,000	001-4000-000.31-10	CONTRACTUAL SERVICES			
2,000	2,000	2,000	001-4000-000.39-00	OTHER CONTRACTUAL SRVCS			
95	128	200	001-4000-000.43-50	VEHICLES			
742	471	700	001-4000-000.43-51	GAS/OIL/DIESEL/LUBRICANTS			
222	14	100	001-4000-000.43-52	TIRES AND TIRE REPAIRS			
952	955	1,400	001-4000-000.53-20	POSTAGE			
1,661	1,520	1,716	001-4000-000.53-30	TELEPHONE			
204	267	500	001-4000-000.58-10	TRAVEL, FOOD & LODGING			
-	-	250	001-4000-000.58-50	TRAINING AND CONFERENCES			
75	75	75	001-4000-000.58-70	MEMBERSHIPS/DUES/SUBS			
607	669	700	001-4000-000.60-10	OFFICE SUPPLIES			
-	-	-	001-4000-000.69-50	MISCELLANEOUS EXPENSES			
-	1,578	-	001-4000-000.64-80	ASSETS < \$5000	-	-	-
<b>19,879</b>	<b>22,637</b>	<b>27,641</b>		<b>TOTAL MATERIALS AND SERVICES</b>	-	-	-
<b>79,153</b>	<b>84,050</b>	<b>91,376</b>		<b>TOTAL CODES ENFORCEMENT DEPARTMENT</b>	-	-	-

**Even though codes Enforcement is up in the planning part of the budget, we must continue to show the history in this section of the budget until the three year history disappears.**

**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget**

---

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

---

**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
- Neighborhood Enforcement Action Team (NEAT)

The neighbor enforcement Action Team (NEAT) officer is one officer focused on community based problem solving in the schools, neighbor hoods, down town area, homeless population, outstanding fugitives enforcement , and out of compliance sex offenders enforcement. The program is a 6 month pilot project.

**2017-2018 Goals, Projects and Highlights**

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



**2016-2017 Accomplishments/Comments**

- Identified and Implemented needed/updated agency processes
- New officer evaluation process
- Implemented new Load Bearing Vests for officers
- Updated Policies
- Improved evidence management system
- Improved internal communication
- Hiring of one new police officer
- Increased the hours and the budget for the evidence officer

**Major Issues to be resolved in the next five years**

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

**GENERAL FUND –  
POLICE**

FY14/15	FY15/16	FY16/17		FY17/18	FY17/18	FY17/18	
Actual	Actual	Budget	Account Number	Proposed Budget	Approved Budget	Adopted Budget	
			<b>POLICE</b>				
1,576,603	1,670,494	1,680,924	001-1300-000.11-00	REGULAR SALARIES	1,727,842	1,727,842	1,727,842
10,001	13,553	19,437	001-1300-000.12-00	PARTTIME/TEMP SALARIES	27,414	27,414	27,414
144,114	137,832	148,525	001-1300-000.13-00	OVERTIME SALARIES	149,177	149,177	149,177
-	-	-	001-1300-000.13-10	DUI OVERTIME SALARIES	-	-	-
469	1,290	3,000	001-1300-000.14-00	BI-LINGUAL INCENTIVE 5%	3,000	3,000	3,000
409,267	444,112	498,848	001-1300-000.21-10	MEDICAL INSURANCE	518,686	518,686	518,686
9,325	9,717	10,620	001-1300-000.21-20	L-T DISABILITY INSURANCE	10,917	10,917	10,917
1,100	1,069	1,249	001-1300-000.21-30	LIFE INSURANCE	1,249	1,249	1,249
77,789	97,853	86,685	001-1300-000.21-40	WORKERS COMP INSURANCE	89,630	89,630	89,630
129,575	136,178	141,669	001-1300-000.22-00	FICA	145,919	145,919	145,919
322,806	339,023	367,739	001-1300-000.23-00	RETIREMENT CONTRIBUTIONS	383,500	383,500	383,500
8,954	32,880	14,700	001-1300-000.28-00	VEBA CONTRIBUTIONS	11,954	11,954	11,954
60	60	180	001-1300-000.29-00	OTHER EMPLOYEE BENEFITS	120	120	120
2,690,063	2,884,060	2,973,576	TOTAL PERSONNEL SERVICE		3,069,408	3,069,408	3,069,408
<b>25</b>	<b>25</b>	<b>26</b>	<b>Total Full-Time Equivalent (FTE)</b>		<b>26</b>	<b>26</b>	<b>26</b>
6,418	7,953	36,113	001-1300-000.31-10	CONTRACTUAL SERVICES	53,314	40,714	40,714
292,653	287,312	316,043	001-1300-000.31-40	WASCO CO COMMUNICATIONS	316,043	316,043	316,043
1,026	3,654	3,000	001-1300-000.31-70	RECRUITING EXPENSES	4,110	4,110	4,110
48	56	400	001-1300-000.33-15	INTERPRETOR FEES	400	400	400
368	498	1,000	001-1300-000.33-40	TOWING SERVICES	1,500	1,500	1,500
4,000	6,344	6,300	001-1300-000.34-40	SOFTWARE MAINTENANCE	17,865	17,865	17,865
2,240	2,282	2,300	001-1300-000.41-10	WATER & SEWER	2,300	2,300	2,300
1,493	1,590	1,500	001-1300-000.41-20	GARBAGE SERVICES	1,500	1,500	1,500
6,135	6,425	7,500	001-1300-000.41-40	ELECTRICITY	7,500	7,500	7,500
9,360	11,038	10,878	001-1300-000.42-00	JANITORIAL SERVICES	10,878	10,878	10,878
7,117	9,579	9,000	001-1300-000.43-10	BUILDINGS AND GROUNDS	29,500	29,500	29,500
2,013	2,358	4,000	001-1300-000.43-30	RADIO EQUIPMENT	8,736	8,736	8,736
974	-	1,000	001-1300-000.43-40	OFFICE EQUIPMENT	1,000	1,000	1,000
16,988	19,520	19,000	001-1300-000.43-50	VEHICLES MAINTENANCE	19,000	19,000	19,000
40,227	35,175	40,000	001-1300-000.43-51	GAS/OIL/DIESEL/LUBRICANTS	40,500	40,500	40,500
9,777	7,756	9,500	001-1300-000.43-52	TIRES AND TIRE REPAIRS	9,500	9,500	9,500
2,433	2,309	2,500	001-1300-000.43-75	ELEVATOR MAINTENANCE	2,500	2,500	2,500
-	-	1,000	001-1300-000.43-77	HVAC SYSTEMS	1,000	1,000	1,000
200	200	400	001-1300-000.50-40	HEPATITIS PROGRAM	400	400	400
1,510	1,703	2,000	001-1300-000.53-20	POSTAGE	2,000	2,000	2,000
14,644	13,217	15,000	001-1300-000.53-30	TELEPHONE	27,900	27,900	27,900
-	-	400	001-1300-000.54-00	ADVERTISING	400	400	400
1,630	1,663	2,000	001-1300-000.56-00	DIGITAL STORAGE	2,000	2,000	2,000
19,714	21,375	19,000	001-1300-000.58-50	TRAINING AND CONFERENCES	25,000	25,000	25,000
724	1,047	1,000	001-1300-000.58-70	MEMBERSHIPS/DUES/SUBS	1,130	1,130	1,130
26,616	6,162	6,000	001-1300-000.59-10	SERT TEAM	6,000	6,000	6,000
329	3,804	2,000	001-1300-000.59-15	RESERVES	4,000	4,000	4,000
508	486	1,500	001-1300-000.59-25	CRIME PREVENTION	1,500	1,500	1,500
4,153	3,804	5,000	001-1300-000.60-10	OFFICE SUPPLIES	5,000	5,000	5,000
-	-	500	001-1300-000.60-20	JANITORIAL SUPPLIES	500	500	500
6,885	7,245	9,000	001-1300-000.60-65	AMMUNITION	13,500	13,500	13,500
2,345	2,843	6,000	001-1300-000.60-70	DRUG TEAM	7,500	7,500	7,500
13,848	15,421	17,000	001-1300-000.60-80	CLOTHING	19,200	15,000	15,000
9,850	9,648	10,500	001-1300-000.60-85	SPECIAL DEPT SUPPLIES	13,300	13,300	13,300
5,143	6,071	5,000	001-1300-000.64-80	COMPUTER SOFTWARE	44,166	44,166	44,166
1,188	1,308	1,200	001-1300-000.69-50	MISCELLANEOUS EXPENSES	1,000	1,000	1,000
20,392	15,630	12,500	001-1300-000.69-80	ASSETS < \$5000	80,962	80,962	80,962
<b>532,952</b>	<b>515,475</b>	<b>587,034</b>	<b>TOTAL MATERIALS AND SERVICES</b>		<b>782,604</b>	<b>765,804</b>	<b>765,804</b>
-	-	-	001-1300-000.72-20	BUILDINGS	-	-	-
45,497	48,783	55,000	001-1300-000.74-20	VEHICLES	60,750	60,750	60,750
-	-	-	001-1300-000.74-25	COMMUNICATIONS EQUIPMENT	-	-	-
-	-	-	001-1300-000.74-90	EQUIPMENT, OTHER	-	-	-
<b>45,497</b>	<b>48,783</b>	<b>55,000</b>	<b>TOTAL CAPITAL OUTLAY</b>		<b>60,750</b>	<b>60,750</b>	<b>60,750</b>
<b>3,268,512</b>	<b>3,448,318</b>	<b>3,615,610</b>	<b>TOTAL POLICE DEPARTMENT</b>		<b>3,912,762</b>	<b>3,895,962</b>	<b>3,895,962</b>

**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget**

---

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

---

**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.

**2017-2018 Goals, Projects and Highlights**

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

**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget  
GENERAL FUND –ANIMAL CONTROL**

FY14/15	FY15/16	FY16/17			FY17/18	FY17/18	FY17/18	
Actual	Actual	Budget	Account Number	Account Description	Proposed Budget	Approved Budget	Adopted Budget	
			<b>ANIMAL CONTROL</b>					
29,391	20,947	27,768	001-4500-000.12-00	PARTTIME/TEMP SALARIES	29,071	29,071	29,071	
-	-	-	001-4500-000.13-00	OVERTIME SALARIES	-	-	-	
12,255	3,112	13,172	001-4500-000.21-10	MEDICAL INSURANCE	-	-	-	
172	138	175	001-4500-000.21-20	L-T DISABILITY INSURANCE	183	183	183	
47	36	50	001-4500-000.21-30	LIFE INSURANCE	50	50	50	
713	906	953	001-4500-000.21-40	WORKERS COMP INSURANCE	953	953	953	
1,916	1,523	2,124	001-4500-000.22-00	FICA	2,224	2,224	2,224	
2,063	610	3,749	001-4500-000.23-00	RETIREMENT	3,925	3,925	3,925	
-	-	-	001-4500-000.29-00	OTHER EMPLOYEE BENEFITS	-	-	-	
<b>46,557</b>	<b>27,273</b>	<b>47,991</b>	<b>TOTAL PERSONNEL SERVICE</b>		<b>36,406</b>	<b>36,406</b>	<b>36,406</b>	
<b>0.5</b>	<b>0.5</b>	<b>0.75</b>	<b>Total Full-Time Equivalent (FTE)</b>		<b>0.75</b>	<b>0.75</b>	<b>0.75</b>	
13,890	11,380	15,500	001-4500-000.31-10	CONTRACTUAL SERVICES	14,800	14,800	14,800	
-	-	3,000	001-4500-000.31-90	CONTRACTUAL SERVICES - OTHER	3,000	3,000	3,000	
349	839	4,000	001-4500-000.43-50	VEHICLES	4,000	4,000	4,000	
2,105	552	3,000	001-4500-000.43-51	GAS/OIL/DIESEL/LUBRICANTS	3,000	3,000	3,000	
140	861	1,500	001-4500-000.43-52	TIRES AND TIRE REPAIRS	1,500	1,500	1,500	
229	-	1,500	001-4500-000.58-50	TRAINING AND CONFERENCES	1,500	1,500	1,500	
1,962	253	2,000	001-4500-000.60-85	SUPPLIES - SPECIAL DEPT	2,000	2,000	2,000	
-	-	2,000	001-4500-000.69-80	ASSETS < \$5000	2,000	2,000	2,000	
<b>18,675</b>	<b>13,885</b>	<b>32,500</b>	<b>TOTAL MATERIALS AND SERVICES</b>		<b>31,800</b>	<b>31,800</b>	<b>31,800</b>	
<b>65,232</b>	<b>41,158</b>	<b>80,491</b>	<b>TOTAL ANIMAL CONTROL DEPARTMENT</b>		<b>68,206</b>	<b>68,206</b>	<b>68,206</b>	

**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget**

---

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

---

**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.

**2017-18 Goals, Projects and Highlights**

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

**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget**

**GENERAL FUND – TECHNOLOGY**

FY14/15	FY15/16	FY16/17	Account		FY17/18	FY17/18	FY17/18	
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget	
			<b>TECHNOLOGY DEPARTMENT</b>					
73,238	73,238	74,703	001-1700-000.11-00	REGULAR SALARIES	76,197	76,197	76,197	
7,693	8,249	8,974	001-1700-000.21-10	MEDICAL INSURANCE	9,701	9,701	9,701	
460	461	471	001-1700-000.21-20	L-T DISABILITY INSURANCE	480	480	480	
43	46	50	001-1700-000.21-30	LIFE INSURANCE	50	50	50	
1,750	2,510	2,144	001-1700-000.21-40	WORKERS COMP INSURANCE	2,186	2,186	2,186	
5,658	5,934	5,715	001-1700-000.22-00	FICA	5,829	5,829	5,829	
9,887	9,936	10,085	001-1700-000.23-00	RETIREMENT CONTRIBUTIONS	10,287	10,287	10,287	
-	-	1,437	001-1700-000.28-00	VEBA CONTRIBUTIONS	1,465	1,465	1,465	
-	-	60	001-1700-000.29-00	OTHER EMPLOYEE BENEFITS	60	60	60	
<b>98,729</b>	<b>100,374</b>	<b>103,639</b>	<b>TOTAL PERSONNEL SERVICE</b>		<b>106,255</b>	<b>106,255</b>	<b>106,255</b>	
<b>1.0</b>	<b>1.0</b>	<b>1.0</b>		<b>Total Full-Time Equivalent (FTE)</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>	
-	4,000	5,379	001-1700-000.31-10	CONTRACTUAL SERVICES	4,000	4,000	4,000	
79,262	86,205	110,178	001-1700-000.34-30	COMPUTER SERVICES	52,700	52,700	52,700	
12,822	15,038	16,800	001-1700-000.34-35	WIFI USE FEES	16,800	16,800	16,800	
12,753	18,814	14,600	001-1700-000.34-40	SOFTWARE MAINTENANCE	12,700	12,700	12,700	
5,304	5,274	8,708	001-1700-000.39-00	OTHER CONTRACTUAL SERVICES	5,298	5,298	5,298	
720	720	720	001-1700-000.53-30	TELEPHONE	720	720	720	
51	84	1,000	001-1700-000.58-10	TRAVEL, FOOD & LODGING	1,000	1,000	1,000	
-	-	500	001-1700-000.58-50	TRAINING AND CONFERENCES	500	500	500	
-	34	400	001-1700-000.60-10	OFFICE SUPPLIES	400	400	400	
1,709	-	600	001-1700-000.64-80	COMPUTER SOFTWARE	2,100	2,100	2,100	
1,664	703	2,500	001-1700-000.69-50	MISCELLANEOUS EXPENSES	2,500	2,500	2,500	
3,211	9,417	12,000	001-1700-000.69-80	ASSETS < \$5000	2,000	2,000	2,000	
<b>117,497</b>	<b>140,289</b>	<b>173,385</b>	<b>TOTAL MATERIALS AND SERVICES</b>		<b>100,718</b>	<b>100,718</b>	<b>100,718</b>	
			<b>CAPITAL OUTLAY</b>					
5,270	-	7,000	001-1700-000.74-50	COMPUTER EQUIPMENT	-	-	-	
-	-	-	001-1700-000.74-60	NETWORK EQUIPMENT	12,000	12,000	12,000	
<b>5,270</b>	<b>-</b>	<b>7,000</b>	<b>TOTAL CAPITAL OUTLAY</b>		<b>12,000</b>	<b>12,000</b>	<b>12,000</b>	
<b>221,496</b>	<b>240,663</b>	<b>284,024</b>	<b>TOTAL TECHNOLOGY DEPARTMENT</b>		<b>218,973</b>	<b>218,973</b>	<b>218,973</b>	

**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget**

---

<b>Fund:</b>	<b>General (001)</b>		
<b>Department:</b>	<b>General Services (2300)</b>		
<b>Program:</b>	<b>Other (419)</b>	<b>Number of Employees:</b>	<b>2 (2 FTE)</b>

---

**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 2017-18 expenses the same as last year:

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

**2017-18 Goals, Projects and Highlights**

- Continue maintenance and minor repairs to City Hall and other City owned facilities.
- Continue downtown tree replacement program.
- Exterior cleaning of City Hall

**2016-17 Accomplishments/Comments**

- Provided supervision for Wasco County and juvenile work crews for maintenance projects.
- Continued maintenance and minor repairs to City Hall and other City owned facilities.
- Continued transition to use of LED lights (City Hall)
- Continued Downtown Tree Replacement Program
- Asbestos removal in City Hall basement

**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget**

**GENERAL FUND – GENERAL SERVICES**

FY14/15	FY15/16	FY16/17		Account	FY17/18 Proposed	FY17/18 Approved	FY17/18 Adopted
Actual	Actual	Budget	Account Number	Description	Budget	Budget	Budget
<b>GENERAL SERVICES DEPARTMENT</b>							
<b>BUILDINGS &amp; GROUNDS</b>							
35,957	37,560	38,629	001-2300-000.11-00	REGULAR SALARIES	40,211	40,211	40,211
-	-	-	001-2300-000.12-00	PARTTIME/TEMP SALARIES	-	-	-
364	465	500	001-2300-000.13-00	OVERTIME SALARIES	500	500	500
11,674	15,124	16,447	001-2300-000.21-10	MEDICAL INSURANCE	17,783	17,783	17,783
227	237	243	001-2300-000.21-20	L-T DISABILITY INSURANCE	253	253	253
38	35	40	001-2300-000.21-30	LIFE INSURANCE	35	35	35
1,894	2,671	2,484	001-2300-000.21-40	WORKERS COMP INSURANCE	2,583	2,583	2,583
2,749	2,819	2,993	001-2300-000.22-00	FICA	3,114	3,114	3,114
4,854	5,097	5,215	001-2300-000.23-00	RETIREMENT	5,429	5,429	5,429
-	-	-	001-2300-000.29-00	OTHER EMPLOYEE BENEFITS	-	-	-
<b>57,757</b>	<b>64,007</b>	<b>66,551</b>	<b>TOTAL PERSONNEL SERVICES</b>		<b>69,908</b>	<b>69,908</b>	<b>69,908</b>
<b>2.0</b>	<b>2.0</b>	<b>2.0</b>	<b>Total Full-Time Equivalent (FTE)</b>		<b>2.0</b>	<b>2.0</b>	<b>2.0</b>
17,707	13,500	13,500	001-2300-000.31-10	CONTRACTUAL SERVICES	13,500	18,500	18,500
22,777	3,439	3,700	001-2300-000.41-10	WATER & SEWER	3,700	3,700	3,700
2,119	2,068	2,200	001-2300-000.41-20	GARBAGE SERVICES	2,200	2,200	2,200
893	858	1,000	001-2300-000.41-30	NATURAL GAS	1,000	1,000	1,000
21,591	18,835	17,000	001-2300-000.41-40	ELECTRICITY	17,000	17,000	17,000
15,600	17,010	17,010	001-2300-000.42-00	JANITORIAL SERVICES	17,010	17,010	17,010
22,940	32,215	19,000	001-2300-000.43-10	BUILDINGS AND GROUNDS	34,000	34,000	34,000
-	61,376	28,600	001-2300-000.43-11	PARK & DOCK MAINTENANCE	34,600	34,600	34,600
-	86	500	001-2300-000.43-12	ARCO LOT	500	500	500
-	-	-	001-2300-000.43-13	GITCHELL BUILDING	-	-	-
-	1,000	1,000	001-2300-000.43-14	TRANSPORTATION BUILDING	1,000	1,000	1,000
53	-	500	001-2300-000.43-45	JOINT USE OF LABOR/EQUIP	500	500	500
1,327	628	1,500	001-2300-000.43-50	VEHICLES	1,500	1,500	1,500
3,951	2,810	3,400	001-2300-000.43-51	GAS/OIL/DIESEL/LUBRICANTS	3,400	3,400	3,400
71	13	1,000	001-2300-000.43-52	TIRES AND TIRE REPAIRS	1,000	1,000	1,000
979	469	1,000	001-2300-000.43-70	GENERAL EQUIPMENT	1,000	1,000	1,000
1,285	293	2,000	001-2300-000.43-72	ELECTRICAL SYSTEMS	1,500	1,500	1,500
530	139	1,000	001-2300-000.43-73	PLUMBING	1,000	1,000	1,000
3,214	3,115	3,500	001-2300-000.43-75	ELEVATORS	3,500	3,500	3,500
3,452	4,711	2,000	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
1,715	7,519	7,500	001-2300-000.50-20	PEST CONTROL	7,500	7,500	7,500
61,913	74,104	80,773	001-2300-000.52-10	LIABILITY INSURANCE	85,124	85,124	85,124
17,327	17,109	17,965	001-2300-000.52-30	PROPERTY INSURANCE	16,451	16,451	16,451
12,898	15,235	15,997	001-2300-000.52-50	AUTOMOTIVE INSURANCE	16,440	16,440	16,440
1,386	-	1,500	001-2300-000.52-70	FIDELITY BOND	1,500	1,500	1,500
6,665	6,149	7,175	001-2300-000.53-30	TELEPHONE	7,175	7,175	7,175
-	-	200	001-2300-000.58-10	TRAVEL, FOOD & LODGING	200	200	200
-	-	200	001-2300-000.58-50	TRAINING AND CONFERENCES	200	200	200
165	87	200	001-2300-000.60-10	OFFICE SUPPLIES	200	200	200
3,170	2,906	4,500	001-2300-000.60-20	JANITORIAL SUPPLIES	4,500	4,500	4,500
660	646	860	001-2300-000.60-80	CLOTHING	860	860	860
76	258	1,000	001-2300-000.69-50	MISCELLANEOUS EXPENSES	1,000	1,000	1,000
1,358	-	-	001-2300-000.69-80	ASSETS < \$5000	-	-	-
<b>226,191</b>	<b>286,578</b>	<b>257,780</b>	<b>TOTAL MATERIALS AND SERVICES</b>		<b>281,560</b>	<b>286,560</b>	<b>286,560</b>
-	-	-	001-2300-000.72-20	BUILDINGS	-	-	-
-	-	6,000	001-2300-000.73-30	IMPRVMTS OTHER THAN BLDGS	8,000	8,000	8,000
-	44,128	-	001-2300-000.74-20	VEHICLES	45,000	45,000	45,000
<b>-</b>	<b>44,128</b>	<b>6,000</b>	<b>TOTAL CAPITAL OUTLAY</b>		<b>53,000</b>	<b>53,000</b>	<b>53,000</b>
<b>283,948</b>	<b>394,713</b>	<b>330,331</b>	<b>SUB-TOTAL GENERAL SERVICES</b>		<b>404,468</b>	<b>409,468</b>	<b>409,468</b>



**City of The Dalles, Oregon  
Fiscal Year 2 Budget**

**GENERAL FUND – TRANSPORTATION CENTER**

FY14/15	FY15/16	FY16/17	Account		FY17/18	FY17/18	FY17/18
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
			<b>TRANSPORTATION CENTER</b>				
228	-	-	001-2366-000.43-10	BUILDINGS AND GROUNDS	-	-	-
332	-	-	001-2366-000.52-30	PROPERTY INSURANCE	-	-	-
560	-	-	<b>TOTAL MATERIALS AND SERVICES</b>		-	-	-
560	-	-	<b>SUB-TOTAL TRANSPORTATION CENTER</b>		-	-	-
284,509	394,713	330,331	<b>TOTAL GENERAL SERVICES DEPT</b>		404,468	409,468	409,468

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 2017-18 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 \$6,000 decrease for what we provide the Chamber of Commerce for Community Marketing services. 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.
  - \$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.

**2017-18 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.

**2016-17 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 2017-18 Budget  
GENERAL FUND – OTHER FINANCING ISSUES**

FY14/15 Actual	FY15/16 Actual	FY16/17 Budget	Account Number	Account Description	FY17/18 Proposed Budget	FY17/18 Approved Budget	FY17/18 Adopted Budget
				<b>OTHER USES</b>			
233,179	248,037	286,000	001-9500-000.80-05	NW COUNTY PARKS & REC	280,000	280,000	280,000
			001-9500-000.80-06	MAIN STREET TOURISM	40,000	40,000	40,000
241,530	241,262	265,279	001-9500-000.80-10	TOURISM	243,844	243,844	243,844
68,000	-	56,000	001-9500-000.80-15	MID-COLUMBIA FIRE & RESCUE	56,000	56,000	56,000
<b>542,709</b>	<b>489,299</b>	<b>607,279</b>		<b>TOTAL SPECIAL PAYMENTS</b>	<b>619,844</b>	<b>619,844</b>	<b>619,844</b>
-	150,000	150,000	001-9500-000.81-05	STREET FUND	150,000	150,000	150,000
-	14,947	15,111	001-9500-000.81-10	UNEMPLOYMENT FUND	-	-	-
-	-	-	001-9500-000.81-18	SPECIAL GRANTS FUND	-	-	-
-	-	-	001-9500-000.81-37	CAPITAL PROJECTS FUND	-	-	-
65,000	65,000	125,000	001-9500-000.81-61	TO AIRPORT FUND	65,000	65,000	65,000
<b>65,000</b>	<b>229,947</b>	<b>290,111</b>		<b>TOTAL OPERATING TRANSFERS OUT</b>	<b>215,000</b>	<b>215,000</b>	<b>215,000</b>
-	-	588,506	001-9500-000.88-00	CONTINGENCY	685,065	685,065	685,065
-	-	<b>588,506</b>		<b>TOTAL CONTINGENCY</b>	<b>685,065</b>	<b>685,065</b>	<b>685,065</b>
-	-	771,930	001-9500-000.89-00	UNAPPROPRIATED ENDING BAL	684,076	746,637	728,336
-	-	<b>771,930</b>		<b>TOTAL UNAPPROPRIATED ENDING BAL</b>	<b>684,076</b>	<b>746,637</b>	<b>728,336</b>
<b>607,709</b>	<b>719,246</b>	<b>2,257,826</b>		<b>TOTAL OTHER DEPARTMENT</b>	<b>2,203,985</b>	<b>2,266,546</b>	<b>2,248,245</b>
<b>6,663,678</b>	<b>7,275,794</b>	<b>9,293,194</b>		<b>TOTAL EXPENSES</b>	<b>9,454,638</b>	<b>9,454,638</b>	<b>9,454,638</b>
<b>2,031,249</b>	<b>2,313,089</b>	-		<b>GENERAL FUND - REVENUES LESS EXPENSES</b>	-	-	-

**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget**

**LIBRARY FUND**

---

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

---

**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 173,000 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.

**2017-2018 Goals, Projects and Highlights**

- Work with City of Maupin to support efforts for new library facility and related fundraising.
- Update seven District computers: five public and staff workstations at The Dalles Library and one public Internet workstation at the Maupin Library and one at Dufur.
- Obtain 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 organizing and furnishing the new children's addition.
  
- Actualize an ultramodern and cutting-edge District website.

- Landscape courtyard and children’s addition patio areas.
- Create a Teen Space.
- Pursue grants to fund a Teen Space.
- Continued development of district brand including logo and style guide.

**2016-2017 Accomplishments/Comments**

- Conducted fundraising campaign with Library Foundation and Library Expansion Committee for library building addition.
- Library expansion project completed in August, 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 and reference.
- Evaluated library’s fiction, nonfiction and non-book collections, and considered materials for withdrawal based on criteria such as use, currency, and condition.
- Continued to develop children’s non-fiction collection to meet Common Core Standards.
- Provided summer reading programs for elementary school-age children in Maupin, Dufur and The Dalles
- Updated eight computers.
- Outreach activities initiated across the Library District.
- Provided Kiwanis Club sponsored summer reading program.
- Introduced weekly early literacy and STEM activities.
- Provided three weekly story-time hours in library and outreach story-time hours in North, Central, and South Wasco County library locations.
- Increased STEM programming for the community.
- Expanded teen and adult programming.

**Major Issues to be resolved in the next five years**

- 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 2017-18 Budget**

**LIBRARY FUND SUMMARY**

<b>FY14/15</b>	<b>FY15/16</b>	<b>FY16/17</b>		<b>FY17/18</b>	<b>FY17/18</b>	<b>FY17/18</b>
<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Account Description</b>	<b>Proposed</b>	<b>Approved</b>	<b>Adopted</b>
				<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
1,068,992	1,251,474	1,172,125	<b>BEGINNING BALANCE</b>	1,135,852	1,135,852	1,135,852
1,170,608	1,959,222	1,218,124	<b>REVENUES</b>	1,257,179	1,257,179	1,257,179
-	26,000	-	<b>OTHER SOURCES</b>	-	-	-
<b>2,239,600</b>	<b>3,236,696</b>	<b>2,390,249</b>	<b>TOTAL RESOURCES</b>	<b>2,393,031</b>	<b>2,393,031</b>	<b>2,393,031</b>
948,947	1,815,456	1,607,079	<b>LIBRARY</b>	1,429,937	1,429,937	1,429,937
<b>948,947</b>	<b>1,815,456</b>	<b>1,607,079</b>	<b>TOTAL EXPENDITURES</b>	<b>1,429,937</b>	<b>1,429,937</b>	<b>1,429,937</b>
-	-	-	<b>CHARGES FOR SERVICES</b>	-	-	-
39,179	73,351	88,565	<b>TRANSFER OUT</b>	84,999	84,999	84,999
-	-	76,449	<b>CONTINGENCY</b>	184,982	184,982	184,982
-	-	618,156	<b>UNAPPROPRIATED ENDING BAL</b>	693,113	693,113	693,113
<b>39,179</b>	<b>73,351</b>	<b>783,170</b>	<b>TOTAL OTHER USES</b>	<b>963,094</b>	<b>963,094</b>	<b>963,094</b>
<b>988,126</b>	<b>1,888,807</b>	<b>2,390,249</b>	<b>TOTAL EXPENDS &amp; OTHER USES</b>	<b>2,393,031</b>	<b>2,393,031</b>	<b>2,393,031</b>
<b>1,251,474</b>	<b>1,347,889</b>	<b>-</b>	<b>FUND TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>

**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget  
LIBRARY FUND REVENUES & EXPENDITURES**

FY14/15	FY15/16	FY16/17		Account	FY17/18	FY17/18	FY17/18
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
<b>LIBRARY FUND 004</b>							
<b>REVENUES</b>							
1,068,992	1,251,474	1,172,125	004-0000-300.00-00	BEGINNING BALANCE	1,135,852	1,135,852	1,135,852
5,311	3,264	3,264	004-0000-334.20-00	STATE FOR LIBRARY	3,264	3,264	3,264
-	53,368	-	004-0000-337.10-00	URBAN RENEWAL CONTRIB - EXPAN	-	-	-
1,076,632	1,162,517	1,197,393	004-0000-337.20-00	LIBRARY DISTRICT TAXES FROM CO	1,233,315	1,233,315	1,233,315
12,362	14,654	11,000	004-0000-351.50-00	LIBRARY FINES	12,500	12,500	12,500
4,852	5,674	3,804	004-0000-361.00-00	INTEREST REVENUES	7,000	7,000	7,000
71,389	713,794	2,563	004-0000-365.00-00	GIFTS AND DONATIONS	1,000	1,000	1,000
62	5,951	100	004-0000-369.00-00	OTHER MISC REVENUES	100	100	100
-	26,000	-	004-0000-391.37-00	TRNSFR FROM CAPITAL PROJECT FUND	-	-	-
<b>2,239,600</b>	<b>3,236,696</b>	<b>2,390,249</b>	<b>TOTAL LIBRARY FUND REVENUES</b>		<b>2,393,031</b>	<b>2,393,031</b>	<b>2,393,031</b>
<b>EXPENDITURES</b>							
329,582	380,164	419,103	004-2100-000.11-00	REGULAR SALARIES	427,396	427,396	427,396
90,147	75,768	67,201	004-2100-000.12-00	PARTTIME/TEMP SALARIES	70,929	70,929	70,929
753	174	2,500	004-2100-000.13-00	OVERTIME SALARIES	2,500	2,500	2,500
93,159	146,761	152,784	004-2100-000.21-10	MEDICAL INSURANCE	168,996	168,996	168,996
2,399	2,839	2,965	004-2100-000.21-20	L-T DISABILITY INSURANCE	3,038	3,038	3,038
482	482	503	004-2100-000.21-30	LIFE INSURANCE	503	503	503
2,804	4,889	2,939	004-2100-000.21-40	WORKERS COMP INSURANCE	3,008	3,008	3,008
31,065	33,585	37,393	004-2100-000.22-00	FICA	38,313	38,313	38,313
44,267	41,480	62,211	004-2100-000.23-00	RETIREMENT CONTRIBUTIONS	57,120	57,120	57,120
2,811	931	2,801	004-2100-000.28-00	VEBA CONTRIBUTIONS	3,178	3,178	3,178
60	180	180	004-2100-000.29-00	OTHER EMPLOYEE BENEFITS	180	180	180
<b>597,530</b>	<b>687,253</b>	<b>750,580</b>	<b>TOTAL PERSONNEL SERVICE</b>		<b>775,161</b>	<b>775,161</b>	<b>775,161</b>
<b>9.50</b>	<b>9.50</b>	<b>11.25</b>	<b>Total Full-Time Equivalent (FTE)</b>		<b>11.25</b>	<b>11.25</b>	<b>11.25</b>
41,480	42,261	71,078	004-2100-000.31-10	CONTRACTUAL SERVICES	73,731	73,731	73,731
-	-	400	004-2100-000.32-20	SPECIAL LEGAL SERVICES	500	500	500
3,205	3,561	4,727	004-2100-000.41-10	WATER & SEWER	4,727	4,727	4,727
1,071	1,196	1,122	004-2100-000.41-20	GARBAGE SERVICES	1,122	1,122	1,122
19,545	17,418	29,151	004-2100-000.41-40	ELECTRICITY	29,151	29,151	29,151
13,761	12,212	47,033	004-2100-000.43-10	BUILDINGS AND GROUNDS	27,052	27,052	27,052
4,543	3,986	16,261	004-2100-000.43-40	OFFICE EQUIPMENT	17,881	17,881	17,881
-	-	200	004-2100-000.43-45	JOINT USE OF LABOR/EQUIP	300	300	300
<del>110</del>	<del>-</del>	<del>-</del>	<del>004-2100-000.43-51</del>	<del>GAS / OIL / LUBRICANTS</del>			
800	1,100	2,902	004-2100-000.43-52	LIBRARY VEHICLE-GAS/OIL/TIRES	3,200	3,200	3,200
723	45	4,653	004-2100-000.43-77	HVAC SYSTEMS	5,117	5,117	5,117
3,095	3,572	3,893	004-2100-000.52-10	LIABILITY INSURANCE	4,189	4,189	4,189
5,096	5,102	5,358	004-2100-000.52-30	PROPERTY INSURANCE	6,107	6,107	6,107
395	410	431	004-2100-000.52-50	AUTOMOTIVE INSURANCE	496	496	496
1,076	353	2,000	004-2100-000.53-20	POSTAGE	2,000	2,000	2,000
7,127	8,395	7,266	004-2100-000.53-30	TELEPHONE	9,215	9,215	9,215
4,342	3,595	6,528	004-2100-000.58-10	TRAVEL, FOOD & LODGING	6,744	6,744	6,744
1,652	1,243	10,381	004-2100-000.58-50	TRAINING AND CONFERENCES	10,381	10,381	10,381
1,128	1,590	2,091	004-2100-000.58-70	MEMBERSHIPS/DUES/SUBS	2,306	2,306	2,306
16,048	23,250	29,294	004-2100-000.60-10	OFFICE SUPPLIES	32,223	32,223	32,223
1,297	1,197	12,441	004-2100-000.60-20	JANITORIAL SUPPLIES	12,441	12,441	12,441
8,144	13,287	19,442	004-2100-000.60-85	SPECIAL DEPT SUPPLIES	21,642	21,642	21,642
98,250	102,139	108,920	004-2100-000.64-20	LIBRARY BOOKS AND BIND	108,920	108,920	108,920
3,950	3,446	5,073	004-2100-000.64-30	LIBRARY PERIODICALS	5,073	5,073	5,073
20,190	23,550	25,821	004-2100-000.64-40	AUDIO/VISUAL MATERIALS	25,821	25,821	25,821
9,141	9,359	14,322	004-2100-000.64-80	COMPUTER SOFTWARE	22,858	22,858	22,858
1,270	5,713	750	004-2100-000.69-50	MISCELLANEOUS EXPENSES	1,000	1,000	1,000
7,077	14,445	276,961	004-2100-000.69-80	ASSETS < \$5000	135,579	135,579	135,579
<b>274,515</b>	<b>302,425</b>	<b>708,499</b>	<b>TOTAL MATERIALS AND SERVICES</b>		<b>569,776</b>	<b>569,776</b>	<b>569,776</b>

**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget**

**LIBRARY FUND EXPENDITURES  
(continued)**

FY14/15	FY15/16	FY16/17			FY17/18	FY17/18	FY17/18
Actual	Actual	Budget	Account Number	Account Description	Proposed Budget	Approved Budget	Adopted Budget
76,903	825,778	148,000	004-2100-000.72-20	BUILDINGS	85,000	85,000	85,000
-	-	-	004-2100-000.74-20	VEHICLES	-	-	-
-	-	-	004-2100-000.74-30	FURNITURE AND FIXTURES	-	-	-
-	-	-	004-2100-000.74-40	OFFICE EQUIPMENT	-	-	-
-	-	-	004-2100-000.74-50	COMPUTER EQUIPMENT	-	-	-
<b>76,903</b>	<b>825,778</b>	<b>148,000</b>	<b>TOTAL CAPITAL OUTLAY</b>		<b>85,000</b>	<b>85,000</b>	<b>85,000</b>
<b>948,947</b>	<b>1,815,456</b>	<b>1,607,079</b>	<b>TOTAL LIBRARY OPERATING DEPARTMENT</b>		<b>1,429,937</b>	<b>1,429,937</b>	<b>1,429,937</b>
			<b>OTHER USES</b>				
36,942	70,957	86,133	004-9500-000.81-01	TO GENERAL FUND	84,999	84,999	84,999
2,237	2,394	2,432	004-9500-000.81-10	TO UNEMPLOYMENT FUND			
<b>39,179</b>	<b>73,351</b>	<b>88,565</b>	<b>TOTAL INTERFUND TRANSFERS</b>		<b>84,999</b>	<b>84,999</b>	<b>84,999</b>
-	-	76,449	004-9500-000.88-00	CONTINGENCY	184,982	184,982	184,982
-	-	<b>76,449</b>	<b>TOTAL CONTINGENCY</b>		<b>184,982</b>	<b>184,982</b>	<b>184,982</b>
-	-	-	004-9500-000.88-01	RESERVE FOR FUTURE EXPENDITURES	23,153	23,153	23,153
-	-	618,156	004-9500-000.89-00	UNAPPROPRIATED ENDING BAL	669,960	669,960	669,960
-	-	<b>618,156</b>	<b>TOTAL UNAPPROPRIATED</b>		<b>693,113</b>	<b>693,113</b>	<b>693,113</b>
<b>39,179</b>	<b>73,351</b>	<b>783,170</b>	<b>TOTAL OTHER USES DEPARTMENT</b>		<b>963,094</b>	<b>963,094</b>	<b>963,094</b>
<b>988,126</b>	<b>1,888,807</b>	<b>2,390,249</b>	<b>GRAND TOTAL LIBRARY FUND</b>		<b>2,393,031</b>	<b>2,393,031</b>	<b>2,393,031</b>
<b>1,251,474</b>	<b>1,347,889</b>	-	<b>LIBRARY FUND - REVENUES LESS EXPENSES</b>		-	-	-



**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget**

**PUBLIC WORKS**

---

<b>Department:</b>	<b>Public Works</b>	<b>Number of Employees:</b>	<b>42</b>
<b>Program:</b>	<b>Enterprise and Dedicated Fund Activities</b>		

---

**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**

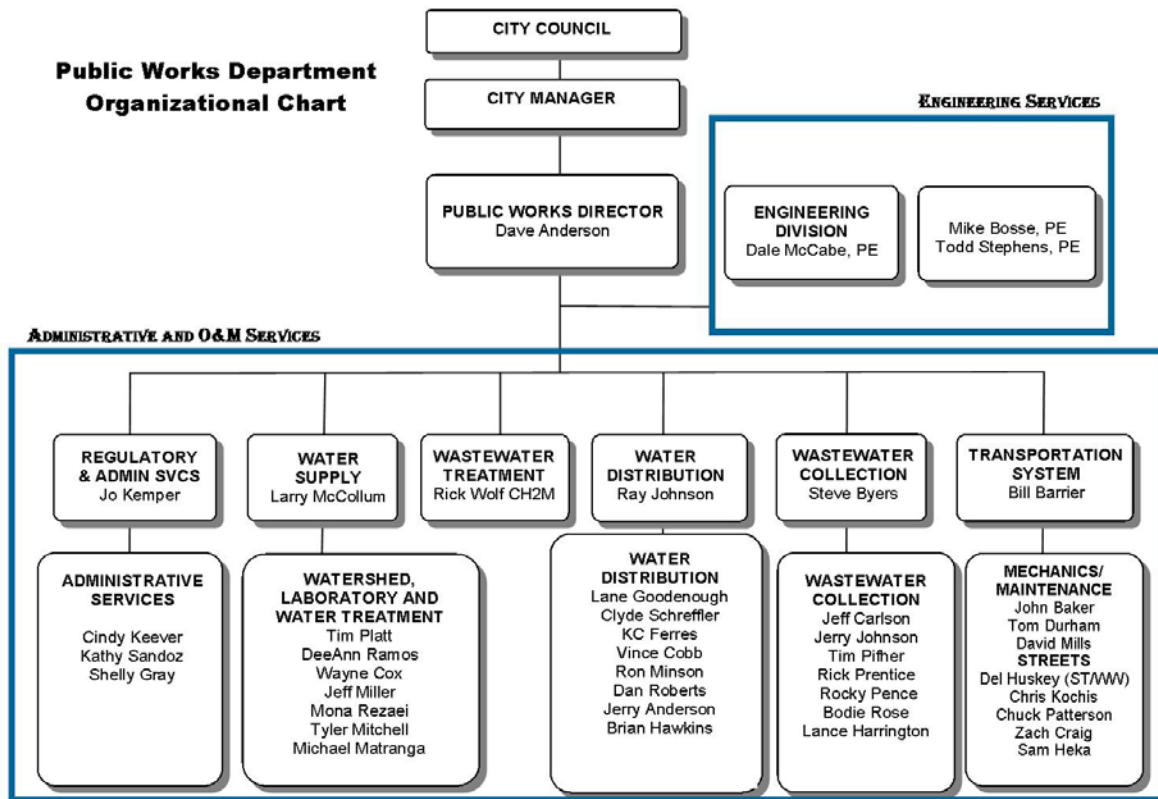
The Department of Public Works is composed of five separate divisions with three different enterprise funds: Street Fund, Water Fund and Wastewater Fund. Revenues from individual enterprise funds cannot be co-mingled, and joint services between funds must be tracked and charged for appropriate reimbursement.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

**2017-18 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 environmental permitting and initiate final design engineering for the replacement of the Dog River Diversion Line.
- Complete construction of Wastewater Treatment Plant Expansion-2015 project consistent with Council direction including the generation of electrical power from methane gas (Co-Gen).
- Complete Phase 1 construction of a project to increase the capacity of the sanitary sewer main (in support of the Columbia Gorge Industrial Center) and install a storm water collection system in West 2nd Street, from Webber west to the cul-de-sac.
- 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 seismic upgrades and repainting of Sorosis and Columbia View Reservoirs.
- Plant 86,000 more conifer tree seedlings within The Dalles Municipal Watershed in the area of the 2013 Government Flats Fire to replace trees planted two years ago that died due to drought.
- Complete a pH monitoring program in the Columbia River in support of renewal of the City's Wastewater Treatment Plant discharge permit issued through Oregon DEQ.
- Use the conclusions and recommendations from the TKW gap analysis as guidance to improve the overall operation of the Department.

## 2016-17 Accomplishments

- Completed an upgrade of the Lone Pine Well.
- Completed engineering design for seismic upgrades and repainting of Sorosis and Columbia View Reservoirs.
- Completed an update to the City’s Transportation System Plan utilizing contracted services and public participation through a Technical Advisory Committee, Public Advisory Committee, Public Meetings, and Public Hearings.
- Completed design and began construction of the Wastewater Treatment Plant Expansion-2015 project.
- Completed a Regional Feedstock Study, in conjunction with City of Hood River, Energy Trust of Oregon and Bonneville Environmental Foundation, related to potential waste streams available locally that could be recruited to enhance Co-Gen opportunities at the City’s Wastewater Treatment Plant.
- Coordinated with local partners to complete two street maintenance and enhancement projects – repaving East 2nd Street through the roundabout in conjunction with an ODOT paving project, and the widening of West 6th Street in coordination with planned construction of a new motel.
- Participated in a gap analysis through Talbot, Korvola & Warwick LLP (TKW) to assess the current organization and structure of the Department, determine how expectations for service delivery are set and communicated, and evaluate the Department’s ability to meet those expectations.



2/9/2017

## **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.

### **2017-18 Goals, Projects and Highlights**

- Perform survey and design, and prepare contract documents for:
  - 6<sup>th</sup> Street Improvements – street widening/curb/sidewalk/storm – Pomona Street to Hostetler if funding becomes available and project is initiated.
  - 8<sup>th</sup> Street Sanitary Sewer Lift Station Replacement Project or design alternate gravity sanitary sewer line route if feasible.
  - Provide Surveying and Design for implementing Residential Infill Development Standards (development driven).
  - East Scenic Drive Stabilization, Phase II – Jefferson to Esther Way – complete street and utility design as time allows.
  - With adoption of the Transportation System Plan, prioritize and begin design of high priority/low cost projects.
  - Begin investigations/studies into best intersection improvements at 10<sup>th</sup> & Cherry Heights.
  - Prepare designs for ADA ramps for connecting/continuing ADA corridors.
  - Cherry Heights PRV Installation/Water Main Intertie.
  - 4<sup>th</sup> and Laughlin, Sanitary Sewer Improvements.
  - 4<sup>th</sup> and Federal, Sanitary Sewer Upgrade Project.
  - West 10<sup>th</sup> Street, Union to Mt. Hood – Sanitary Sewer Upgrade – continue design as time allows.
  - Trevitt Street, 10<sup>th</sup> Street to 17<sup>th</sup> Street – Utility Upgrade – continue design as time allows.
- Prepare plans and/or contract documents for:
  - 6<sup>th</sup> Street Bridge Epoxy Repairs.
- Provide design oversight and/or construction inspection for:
  - Wastewater Treatment Plant – Phase 2 Improvements – construction inspection and project oversight.
  - New 18” Looped Waterline around the Industrial Properties at the Old NW Aluminum Plant Site, Sapa Site, and Old Rodeo grounds – construction inspection and project management.
  - Sanitary Sewer upgrade and New Storm Sewer line on West 2<sup>nd</sup> Street in conjunction with the New 18” Looped Waterline Project – construction inspection and project management.
  - 6<sup>th</sup> Street Improvements – Street Widening/Curb/Sidewalk – From drive entrance to K-Mart site to Snipes Street, in conjunction with new Hotel development project at 6<sup>th</sup> and Snipes – construction inspection and project oversight.
  - Sorosis Reservoir Painting and Seismic Upgrade Contract.

- Columbia View Reservoir Painting and Seismic Upgrade Contract.
- Relocation of Utilities for Downtown Redevelopment Projects.
- ODOT Project – 3 Mile Creek Crossing – Protection of Existing Sanitary Sewer Main.
- ODOT Project – Chenoweth Creek Bridge Replacement – Sanitary Sewer Force Mains re-route and re-install with bridge replacement.
- 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.

## **2016-17 Accomplishments**

- Performed survey and design, and prepared contract documents for:
  - Completed the Design of New 18” Looped Waterline around the Industrial Properties at the Old NW Aluminum Plant Site, Sapa Site, and Old Rodeo grounds.
  - Completed the Design of the Sanitary Sewer upgrade and New Storm Sewer line on West 2<sup>nd</sup> Street in conjunction with the New 18” Looped Waterline Project.
  - 6<sup>th</sup> Street Improvements – Street Widening/Curb/Sidewalk Design – From drive entrance to K-Mart site to Snipes Street, in conjunction with new Hotel development project at 6<sup>th</sup> and Snipes.
  - East Scenic Drive Stabilization, Phase II – Jefferson to Esther Way – Continue Street and Utility Design as time allows.
  - Federal, 7<sup>th</sup> and 8<sup>th</sup> Street, New Sanitary Sewer Main.
  - 7<sup>th</sup> and Lincoln – Sanitary Sewer and Water Main upgrades.
  - Kelly Avenue Area -12<sup>th</sup> and 13<sup>th</sup> Streets and 13<sup>th</sup> and G Streets – Sanitary Sewer upgrades.
  - West 10<sup>th</sup> Street, Union to Mt. Hood – Sanitary Sewer Upgrade – continue design as time allows.
  - Trevitt Street, 10<sup>th</sup> Street to 17<sup>th</sup> Street – Utility Upgrade – continue design as time allows.
  - G Street, 12<sup>th</sup> Street to 15<sup>th</sup> Place – Sanitary Sewer Upgrade.
  - 8<sup>th</sup> Street, Garrison to Trevitt – Sanitary Sewer and Storm Sewer Upgrades.
  - Quinton Storm Line Upsize, 9<sup>th</sup> to 11<sup>th</sup>.
  - ODOT Project – 3 Mile Creek Sanitary Sewer Crossing – Design Coordination with ODOT’s new 3 Mile Creek Bridge.
  - ODOT Project – Chenoweth Creek Bridge Replacement – Design Coordination with ODOT to re-route and re-install sanitary sewer force mains.
- Prepared plans and contract documents for:
  - City Specifications and Standard Drawing Annual 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 of Transportation System Plan (TSP) Update.
- Downtown Parking Task Force Staff lead and Task Force Manager.
- Sorosis Reservoir Painting and Seismic Upgrade Contract.
- Columbia View Reservoir Painting and Seismic Upgrade Contract.
- Lone Pine Well Enhancements.
- Thompson Street Utility Upgrades and Surface Improvements.
- New Waterline for fire flows in the Columbia Gorge Industrial Subdivision and Google Site.
- 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.

### **2017-18 Goals, Projects, and Highlights**

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

discharge permit.

- Assist with development and maintenance of the City's Continuity of Operations Plan.
- 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.

## **2016-17 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.
- Conducted monthly safety committee meetings and performed quarterly site safety inspections of Public Works facilities.
- Continued use of a new employee suggestion form to maintain tracking and resolution of safety suggestions.
- 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 (IPP):
  - 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 a new industrial user, Lockheed Martin Corporation, through the permitting process, and issued a new IPP permit effective December 1, 2016.
  - Reviewed 22 Wastewater Survey Questionnaires as part of an ongoing Industrial User Survey to evaluate the need for permitting of new or changed industrial users with non-domestic discharges to the City's Publicly Owned Treatment Works (POTW).
  - Updated the City's sewer pretreatment General Ordinance No. 08-1292 to align with federal regulations and better protect the POTW; City Council approved General Ordinance No. 17-1351 on January 9, 2017.
  - Submitted four progress reports to DEQ detailing work on the Corrective Action Plan and Implementation Schedule that was developed in response to the deficiencies identified in the Pretreatment Compliance Audit conducted by DEQ September 2015.
  - Participated in Oregon Association of Clean Water Agencies pretreatment committee meetings and workshops.
- Community outreach activities:
  - Collaborated preparation and delivery of the 18<sup>th</sup> annual Water Quality Report to all water customers as required by EPA. The Water Quality Report received the Excellence in Communications award from the Pacific Northwest chapter of the American Water Works Association in May 2016.
  - Organized the Public Works booth for the Cherry Festival with information on water conservation, water meters, fats oils and grease (FOG), sewer video capabilities, unflushable

- materials, and lead pipes.
- 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 as necessary to Oregon Emergency Response and Oregon DEQ.
- Investigated and 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.
- Participated in an Active Shooter Tabletop Exercise with local fire departments, law enforcement, and other government entities to enhance the emergency preparedness of the Department and clarify role of the Department as a resource in the event of a community emergency.
- Assured compliance with state Drinking Water Program requirements for water testing and reporting.
- Administered 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 Fire Marshal.
- 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.

### **2017-18 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.

### **2016-17 Accomplishments**

- Provided coordination for the 29th annual Community Cleanup event.
- Used the Internet Tickets (ITIC) locate system to track 994 locate requests (3.5% 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 four Department projects.
- Performed departmental personnel functions, including Personnel Action Forms as needed for Public Works employees.
- Logged and tracked approximately 14 field utility verifications, 43 building permits, 11 physical constraints/cut & fill permits, 1 property line adjustments, 8 plat maps and plans, and 1 miscellaneous permit for processing through the Public Works and Planning Departments.
- Issued 71 Street/Sidewalk Closure permits, 19 Banner permits and 46 Right-of-Way Construction permits.
- Helped 1072 people with the 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.
- Implement new daily time tracking system (ADP), provide assistance to crews, continue ongoing education of system.



- Provide clerical support for the Downtown Parking Task Force bi-monthly meetings.

**Major Issues to be resolved in the next 5 years**

- Provide training for appropriate personnel on the applications associated with the Finance Department programs, as well as any new asset management or computer maintenance management software that may be put into use.
- 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 2017-18 Budget**

**PUBLIC WORKS SUMMARY**

<b>FY14/15</b>	<b>FY15/16</b>	<b>FY16/17</b>		<b>FY17/18</b>	<b>FY17/18</b>	<b>FY17/18</b>
<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Revenue/Cost Centers</b>	<b>Proposed</b>	<b>Approved</b>	<b>Adopted</b>
				<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
11,239,272	13,037,663	15,257,389	<b>BEGINNING BALANCE</b>	15,550,277	15,550,277	15,550,277
13,257,282	13,101,987	13,221,291	<b>REVENUES</b>	13,083,449	13,083,449	13,083,449
4,978,231	13,463,010	14,409,510	<b>OTHER SOURCES</b>	7,415,876	7,415,876	7,415,876
<b>29,474,784</b>	<b>39,602,660</b>	<b>42,888,190</b>	<b>TOTAL RESOURCES</b>	<b>36,049,602</b>	<b>36,049,602</b>	<b>36,049,602</b>
1,176,443	1,413,284	2,241,617	<b>STREET OPERATIONS</b>	1,642,707	1,642,707	1,642,707
392,471	107,802	453,500	<b>PUBLIC WORKS RESERVE FUND</b>	577,485	577,485	577,485
795,107	429,031	1,082,869	<b>STREET/BRIDGE REPLACEMENT FUND</b>	1,223,461	1,223,461	1,223,461
1,241,855	1,171,523	1,421,036	<b>WATER TREATMENT</b>	1,549,616	1,549,616	1,549,616
1,587,009	1,814,776	1,985,496	<b>WATER DISTRIBUTION</b>	1,968,093	1,968,093	1,968,093
294,052	72,450	12,201,938	<b>WATER DEPT CAPITAL RESERVE FUND</b>	7,521,567	7,521,567	7,521,567
2,598,888	2,639,038	3,130,247	<b>WASTE WATER FUND</b>	3,297,380	3,297,380	3,297,380
780,307	455,406	2,757,524	<b>SEWER SPECIAL RESERVE FUND</b>	2,235,980	2,235,980	2,235,980
32,584	404,560	8,523,190	<b>SEWER PLANT CONST</b>	9,407,914	9,407,914	9,407,914
<b>8,898,716</b>	<b>8,507,869</b>	<b>33,797,417</b>	<b>TOTAL EXPENDITURES</b>	<b>29,424,203</b>	<b>29,424,203</b>	<b>29,424,203</b>
238,378	238,378	238,380	<b>DEBT SERVICE</b>	238,379	238,379	238,379
7,404,107	7,305,335	8,680,152	<b>TRANSFER OUT</b>	6,071,936	6,071,936	6,071,936
-	-	172,241	<b>CONTINGENCY</b>	315,084	315,084	315,084
<b>7,642,485</b>	<b>7,543,713</b>	<b>9,090,773</b>	<b>TOTAL OTHER USES</b>	<b>6,625,399</b>	<b>6,625,399</b>	<b>6,625,399</b>
<b>16,541,202</b>	<b>16,051,583</b>	<b>42,888,190</b>	<b>TOTAL EXPENDS &amp; OTHER USES</b>	<b>36,049,602</b>	<b>36,049,602</b>	<b>36,049,602</b>
<b>12,933,582</b>	<b>23,551,077</b>	<b>-</b>	<b>FUND TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>

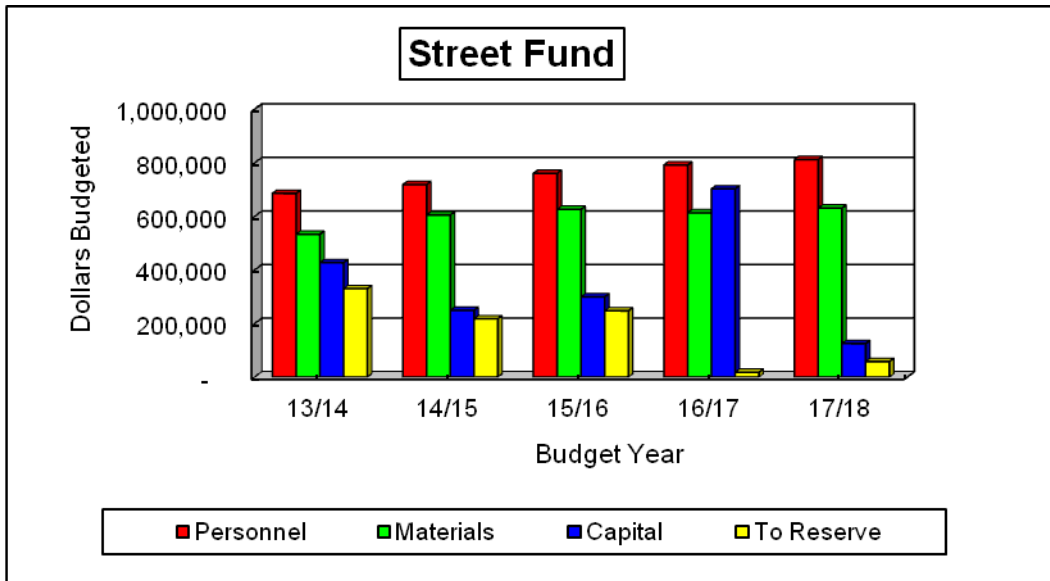
**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget**

**STREET FUND**

---

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

---



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 83 miles of paved City streets, as well as alleys, gravel and oil shot roads, right-of-ways, pedestrian access ways, bicycle paths, lighting, various triangle parks, and sidewalks. In 2016, 14.65 miles of paved roadways were 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.

**2017-18 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 crack sealing, chip seals, asphalt overlays, and inlays 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.
- Continue to provide annual fleet and equipment evaluations to maximize reliability and value.
- Implement a noxious weed abatement program using public information releases and contractual services, including spray control of Puncturevine and Alantiss trees in and along City right-of-ways.
- Provide assistance to increasing community events.
- Provide assistance with Traffic Safety Commission 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.

### **2016-17 Accomplishments**

- Completed the annual center line striping.
- Thin-mix overlaid West 2nd from Cherry Heights to Webber Street.
- Patched 94 utility service cuts.
- Patched street deteriorations with 3,287.5 labor hours.
- Crack sealed 4.56 miles involving 80,878 square yards prior to chip sealing.
- Cleaned and maintained City drainages.
- Completed projects:
  - Re-Surfaced the following streets with new asphalt
    - Trevitt Street, 3<sup>rd</sup> Place to 10<sup>th</sup>
    - West 8<sup>th</sup>, Bridge Street to Garrison
    - East 10<sup>th</sup> Street, Thompson to Richmond
    - East 12<sup>th</sup> Street, Thompson to Richmond
    - East 10<sup>th</sup> Street, Lewis to Dry Hollow
    - Monroe Street, alley to 3<sup>rd</sup>
    - West 15<sup>th</sup> Street, Trevitt to Garrison with 2 new ADA ramps and Cement Treated Base (CTB)
    - Thompson Street, reconstruct full (CTB) base and pave from 10<sup>th</sup> to 19<sup>th</sup> including utilities
    - Build East 15<sup>th</sup> new from Thompson west 200 feet
    - Rut fill patch 3<sup>rd</sup> Street in the core area
    - Profile pave West 6<sup>th</sup>, Chenowith Loop to Hostetler
    - West 7<sup>th</sup>, Myrtle to Snipes, reconstruct due to failure
    - Repair total failure sections at 14<sup>th</sup> and Lewis, and 21<sup>st</sup> and Lewis
    - Partner with ODOT to profile/pave East 2<sup>nd</sup> from the round-a-bout to the Boat Basin intersection
  - Chip sealed the following City streets:
    - Washington, 3<sup>rd</sup> to 4<sup>th</sup>

- Cherry Heights, 2<sup>nd</sup> to 6<sup>th</sup>
- County roads taken into City inventory (West End)
- Webber, 6<sup>th</sup> to 10<sup>th</sup>
- Webber, 6<sup>th</sup> to River Road
- West 8<sup>th</sup>, Cherry Heights to Webber
- Scenic Drive
- East 10<sup>th</sup>, Kelly to J Street
- Washington, 10<sup>th</sup> to 14<sup>th</sup>
- Crates Way Full Loop
- Klindt Drive, River Road to end
- Steel Head Way, Klindt Drive to Columbia
- Columbia Way, Crates to end
- Blakely Way including West 11<sup>th</sup>
- Blakely Drive including West 12<sup>th</sup>
- East Knoll Court
- East Knoll Drive
- Summit Ridge North
- Summit Ridge South
- Royal Crest Drive
- Royal Crest
- Sherman Drive
- Wasco Drive
- 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.
- 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.
- 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.
- Responded to and plowed/sanded streets during a very long and intense winter, December 6th to

February 15th.

- 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.

**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget  
STREET FUND SUMMARY**

<b>FY14/15</b>	<b>FY15/16</b>	<b>FY16/17</b>		<b>FY17/18</b>	<b>FY17/18</b>	<b>FY17/18</b>
<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Revenue/Cost Centers</u>	<u>Proposed</u>	<u>Approved</u>	<u>Adopted</u>
				<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
1,641,648	1,671,364	1,557,983	<b>BEGINNING BALANCE</b>	1,290,756	1,290,756	1,290,756
2,055,387	1,545,151	1,891,748	<b>REVENUES</b>	1,974,646	1,974,646	1,974,646
767,247	836,123	618,516	<b>OTHER SOURCES</b>	565,876	565,876	565,876
<b>4,464,282</b>	<b>4,052,638</b>	<b>4,068,247</b>	<b>TOTAL RESOURCES</b>	<b>3,831,278</b>	<b>3,831,278</b>	<b>3,831,278</b>
1,176,443	1,413,284	2,241,617	<b>STREET OPERATIONS</b>	1,642,707	1,642,707	1,642,707
392,471	107,802	453,500	<b>PUBLIC WORKS RESERVE FUND</b>	577,485	577,485	577,485
795,107	429,031	1,082,869	<b>TRANSPORTATION SYS RESERVE FUND</b>	1,223,461	1,223,461	1,223,461
<b>2,364,021</b>	<b>1,950,116</b>	<b>3,777,986</b>	<b>TOTAL EXPENDITURES</b>	<b>3,443,653</b>	<b>3,443,653</b>	<b>3,443,653</b>
-	-	-	<b>CHARGES FOR SERVICES</b>	-	-	-
428,897	484,557	256,087	<b>TRANSFER OUT</b>	295,625	295,625	295,625
-	-	34,174	<b>CONTINGENCY</b>	92,000	92,000	92,000
-	-	-	<b>UNAPPROPRIATED ENDING BAL</b>	-	-	-
<b>428,897</b>	<b>484,557</b>	<b>290,261</b>	<b>TOTAL OTHER USES</b>	<b>387,625</b>	<b>387,625</b>	<b>387,625</b>
<b>2,792,918</b>	<b>2,434,673</b>	<b>4,068,247</b>	<b>TOTAL EXPENDS &amp; OTHER USES</b>	<b>3,831,278</b>	<b>3,831,278</b>	<b>3,831,278</b>
<b>1,671,364</b>	<b>1,617,965</b>	<b>-</b>	<b>FUND TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>

**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget  
STREET  
FUND**

FY14/15	FY15/16	FY16/17		Account	FY17/18 Proposed	FY17/18 Approved	FY17/18 Adopted	
Actual	Actual	Budget	Account Number	Description	Budget	Budget	Budget	
			<b>GENERAL FUND 001</b>					
			<b>REVENUES</b>					
			<b>REVENUES</b>					
438,926	555,592	586,770	005-0000-300.00-00	BEGINNING BALANCE	117,208	117,208	117,208	
80,988	76,021	81,402	005-0000-318.20-00	NORTHWEST NATURAL	81,402	81,402	81,402	
476,807	485,409	490,000	005-0000-319.40-00	LOCAL 3 CENT FUEL TAX	500,000	500,000	500,000	
-	-	42,513	005-0000-331.90-00	FEDERAL GRANTS-MISC	-	-	-	
835,292	857,789	834,177	005-0000-335.40-00	STATE MOTOR VEH FND	842,546	842,546	842,546	
-	-	-	005-0000-337.10-00	URBAN RENEWAL	-	-	-	
-	-	-	005-0000-337.70-00	CHENOWITH PUD	-	-	-	
0	0	-	005-0000-341.80-00	COPIES, PLANS, ORD'S	-	-	-	
1,689	722	500	005-0000-341.90-00	MISC SALES AND SRVCE	500	500	500	
15,349	18,391	24,500	005-0000-348.00-00	INTERDEPARTMENTAL REVENUE	24,500	24,500	24,500	
1,210	2,118	1,000	005-0000-361.00-00	INTEREST REVENUES	2,000	2,000	2,000	
1,692	14,831	500	005-0000-369.00-00	OTHER MISC REVENUES	300	300	300	
-	150,000	150,000	005-0000-391.01-00	FROM GENERAL FUND	150,000	150,000	150,000	
161,095	170,056	168,426	005-0000-391.51-00	WATER UTILITY FUND	160,005	160,005	160,005	
147,875	151,867	152,090	005-0000-391.55-00	WASTEWATER UTILITY	151,871	151,871	151,871	
9	1,816	-	005-0000-392.00-00	SALE OF FIXED ASSETS	-	-	-	
<b>2,160,932</b>	<b>2,484,612</b>	<b>2,531,878</b>	<b>TOTAL STREET FUND REVENUES</b>		<b>2,030,332</b>	<b>2,030,332</b>	<b>2,030,332</b>	
			<b>EXPENDITURES</b>					
361,604	386,350	438,890	005-0500-000.11-00	REGULAR SALARIES	460,487	460,487	460,487	
23,664	14,466	36,060	005-0500-000.12-00	PARTTIME/TEMP SALARIES	47,920	47,920	47,920	
12,302	11,626	34,445	005-0500-000.13-00	OVERTIME SALARIES	24,445	24,445	24,445	
92,800	104,835	142,911	005-0500-000.21-10	MEDICAL INSURANCE	138,665	138,665	138,665	
2,538	2,464	2,765	005-0500-000.21-20	L-T DISABILITY INSURANCE	2,901	2,901	2,901	
364	316	415	005-0500-000.21-30	LIFE INSURANCE	398	398	398	
34,884	52,712	50,507	005-0500-000.21-40	WORKERS COMP INSURANCE	51,711	51,711	51,711	
29,614	30,689	38,204	005-0500-000.22-00	FICA	39,856	39,856	39,856	
48,321	48,863	51,430	005-0500-000.23-00	RETIREMENT CONTRIBUTIONS	62,166	62,166	62,166	
2,463	2,478	5,867	005-0500-000.28-00	VEBA CONTRIBUTIONS	5,989	5,989	5,989	
84	88	65	005-0500-000.29-00	OTHER EMPLOYEE BENEFITS	86	86	86	
<b>608,638</b>	<b>654,888</b>	<b>801,559</b>	<b>TOTAL PERSONNEL SERVICE</b>		<b>834,624</b>	<b>834,624</b>	<b>834,624</b>	
<b>8.5</b>	<b>8.5</b>	<b>7.5</b>	<b>Total Full-Time Equivalent (FTE)</b>		<b>7.5</b>	<b>7.5</b>	<b>7.5</b>	
13,098	48,405	22,419	005-0500-000.31-10	CONTRACTUAL SERVICES	35,353	35,353	35,353	
9,648	9,472	10,947	005-0500-000.31-40	WASCO CO COMMUNICATIONS	12,042	12,042	12,042	
-	-	1,000	005-0500-000.34-10	ENGINEERING SERVICES	1,000	1,000	1,000	
7,122	6,502	5,833	005-0500-000.34-30	COMPUTER SERVICES	6,470	6,470	6,470	
-	-	-	005-0500-000.34-50	SPECIAL STUDIES & REPORTS	-	-	-	
4,297	3,863	6,110	005-0500-000.41-10	WATER & SEWER	6,110	6,110	6,110	
4,400	2,641	5,550	005-0500-000.41-20	GARBAGE SERVICES	6,275	6,275	6,275	
4,291	3,930	6,183	005-0500-000.41-30	NATURAL GAS	6,215	6,215	6,215	
4,032	4,317	5,130	005-0500-000.41-40	ELECTRICITY	5,540	5,540	5,540	
91,210	91,043	94,854	005-0500-000.41-50	STREET & TRAFFIC LIGHTING	102,444	102,444	102,444	
7,595	7,980	7,980	005-0500-000.42-00	JANITORIAL SERVICES	7,980	7,980	7,980	
5,191	4,328	16,080	005-0500-000.43-10	BUILDINGS AND GROUNDS	17,247	17,247	17,247	
-	-	1,200	005-0500-000.43-20	COMPUTERS	1,200	1,200	1,200	
114	901	1,285	005-0500-000.43-30	RADIO EQUIPMENT	2,285	2,285	2,285	
83	-	500	005-0500-000.43-40	OFFICE EQUIPMENT	500	500	500	
4,034	4,274	11,781	005-0500-000.43-45	JOINT USE OF LABOR/EQUIP	18,075	18,075	18,075	
57,224	49,894	51,612	005-0500-000.43-50	VEHICLES	57,830	57,830	57,830	
27,345	22,650	33,355	005-0500-000.43-51	GAS/OIL/DIESEL/LUBRICANTS	29,655	29,655	29,655	
20,805	8,753	12,785	005-0500-000.43-52	TIRES AND TIRE REPAIRS	13,200	13,200	13,200	
11,276	8,250	9,994	005-0500-000.43-70	GENERAL EQUIPMENT	10,789	10,789	10,789	
369	39	1,329	005-0500-000.43-71	SPCL UTILITY EQUIPMENT	1,329	1,329	1,329	
5,968	5,837	8,541	005-0500-000.43-80	SHOP EQUIPMENT	11,672	11,672	11,672	

## STREET FUND (continued)

202	745	1,420	005-0500-000.43-81	SERVICE PICKUP TOOLS	1,420	1,420	1,420
681	293	436	005-0500-000.43-87	UTILITIES LOCATES	436	436	436
240	-	3,000	005-0500-000.44-20	RENTAL OF EQUIPMENT	10,625	10,625	10,625
7,711	8,205	8,616	005-0500-000.52-10	LIABILITY INSURANCE	8,927	8,927	8,927
6,321	6,439	6,761	005-0500-000.52-30	PROPERTY INSURANCE	6,191	6,191	6,191
7,759	8,906	9,352	005-0500-000.52-50	AUTOMOTIVE INSURANCE	10,305	10,305	10,305
-	-	1,500	005-0500-000.52-60	INSURANCE DEDUCTIBLES	1,500	1,500	1,500
223	69	520	005-0500-000.53-20	POSTAGE	1,020	1,020	1,020
8,367	7,668	9,350	005-0500-000.53-30	TELEPHONE	9,555	9,555	9,555
235	-	450	005-0500-000.53-40	LEGAL NOTICES	150	150	150
254	168	407	005-0500-000.53-60	PUBLIC EDUCATION/INFO	557	557	557
1,822	2,211	1,100	005-0500-000.54-00	ADVERTISING	-	-	-
392	118	1,215	005-0500-000.55-00	PRINTING AND BINDING	1,215	1,215	1,215
130	136	350	005-0500-000.57-00	PERMITS	300	300	300
186	259	1,850	005-0500-000.58-10	TRAVEL, FOOD & LODGING	1,850	1,850	1,850
9,387	8,649	13,808	005-0500-000.58-50	TRAINING AND CONFERENCES	12,378	12,378	12,378
611	744	876	005-0500-000.58-70	MEMBERSHIPS/DUES/SUBS	1,202	1,202	1,202
2,126	2,344	3,413	005-0500-000.60-10	OFFICE SUPPLIES	3,433	3,433	3,433
1,866	2,098	2,200	005-0500-000.60-20	JANITORIAL SUPPLIES	2,400	2,400	2,400
1,917	2,412	3,080	005-0500-000.60-80	CLOTHING	3,273	3,273	3,273
6,484	3,336	5,972	005-0500-000.60-85	SPECIAL DEPT SUPPLIES	6,052	6,052	6,052
1,400	113	2,650	005-0500-000.60-86	CHEMICAL/LAB SUPPLIES	2,720	2,720	2,720
72,568	87,943	211,938	005-0500-000.60-87	STREET CONST SUPPLIES	211,807	211,807	211,807
89	119	930	005-0500-000.64-10	BOOKS AND PERIODICALS	930	930	930
-	-	-	005-0500-000.64-80	COMPUTER SOFTWARE	-	-	-
-	90	-	005-0500-000.69-50	MISCELLANEOUS EXPENSES	9,566	9,566	9,566
1,768	1,491	7,660	005-0500-000.69-80	ASSETS < \$5000	-	-	-
<b>410,839</b>	<b>427,632</b>	<b>613,322</b>	<b>TOTAL MATERIALS AND SERVICES</b>		<b>661,023</b>	<b>661,023</b>	<b>661,023</b>
-	5,490	47,513	005-0500-000.72-20	BUILDINGS	6,400	6,400	6,400
-	-	-	005-0500-000.74-10	MACHINERY	-	-	-
-	-	-	005-0500-000.74-20	VEHICLES	-	-	-
-	-	-	005-0500-000.74-25	COMMUNICATIONS EQUIP	-	-	-
-	-	-	005-0500-000.74-30	FURNITURE AND FIXTURES	-	-	-
-	-	-	005-0500-000.74-50	COMPUTER EQUIPMENT	-	-	-
-	-	-	005-0500-000.74-90	EQUIPMENT, OTHER	-	-	-
156,966	325,274	779,223	005-0500-000.75-10	CAPITAL PROJECTS	140,660	140,660	140,660
<b>156,966</b>	<b>330,764</b>	<b>826,736</b>	<b>TOTAL CAPITAL OUTLAY</b>		<b>147,060</b>	<b>147,060</b>	<b>147,060</b>
<b>1,176,443</b>	<b>1,413,284</b>	<b>2,241,617</b>	<b>TOTAL STREET OPERATIONS</b>		<b>1,642,707</b>	<b>1,642,707</b>	<b>1,642,707</b>
			<b>OTHER USES</b>				
149,945	175,497	175,938	005-9500-000.81-01	TO GENERAL FUND	177,694	177,694	177,694
67,547	145,945	18,000	005-9500-000.81-09	TO PUBLIC WKS RESV FUND	58,000	58,000	58,000
2,182	2,138	2,375	005-9500-000.81-10	TO UNEMPLOYMENT FUND	-	-	-
150,000	101,439	-	005-9500-000.81-13	TO TRANSPORTATION SYSTEM FUND	-	-	-
59,223	59,538	59,774	005-9500-000.81-43	TO FFCCO 2008 DEBT SVC FUND	59,931	59,931	59,931
<b>428,897</b>	<b>484,557</b>	<b>256,087</b>	<b>TOTAL OPERATING TRANSFERS OUT</b>		<b>295,625</b>	<b>295,625</b>	<b>295,625</b>
-	-	34,174	005-9500-000.88-00	CONTINGENCY	92,000	92,000	92,000
-	-	<b>34,174</b>	<b>TOTAL CONTINGENCY</b>		<b>92,000</b>	<b>92,000</b>	<b>92,000</b>
<b>428,897</b>	<b>484,557</b>	<b>290,261</b>	<b>TOTAL OTHER USES</b>		<b>387,625</b>	<b>387,625</b>	<b>387,625</b>
<b>1,605,340</b>	<b>1,897,841</b>	<b>2,531,878</b>	<b>GRAND TOTAL STREET FUND EXPENSES</b>		<b>2,030,332</b>	<b>2,030,332</b>	<b>2,030,332</b>
<b>555,592</b>	<b>586,771</b>	-	<b>STREET FUND - REVENUES LESS EXPENSES</b>		-	-	-

**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget**

**PUBLIC WORKS RESERVE FUND**

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

FY14/15	FY15/16	FY16/17		Account	FY17/18	FY17/18	FY17/18
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
<b>PUBLIC WORKS RESERVE FUND 009</b>							
<b>REVENUES</b>							
192,904	144,344	304,700	009-0000-300.00-00	BEGINNING BALANCE	320,985	320,985	320,985
643	1,371	800	009-0000-361.00-00	INTEREST REVENUES	2,500	2,500	2,500
35,000	-	-	009-0000-369.00-00	OTHER MISC REVENUES			
67,547	145,945	18,000	009-0000-391.05-00	STREET FUND	58,000	58,000	58,000
6,000	50,000	50,000	009-0000-391.51-00	WATER UTILITY FUND	76,000	76,000	76,000
234,721	65,000	80,000	009-0000-391.55-00	WASTEWATER FUND	120,000	120,000	120,000
-	-	-	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	-	-	-
-	-	-	009-0000-393-10.00	LOAN /BOND PROCEEDS	-	-	-
<b>536,815</b>	<b>406,660</b>	<b>453,500</b>	<b>TOTAL PUBLIC WORKS RESERVE FUND REVENUES</b>		<b>577,485</b>	<b>577,485</b>	<b>577,485</b>
<b>EXPENDITURES</b>							
-	-	-	009-9000-000.74-10	MACHINERY	-	-	-
392,471	107,802	453,500	009-9000-000.74-20	VEHICLES	577,485	577,485	577,485
<b>392,471</b>	<b>107,802</b>	<b>453,500</b>	<b>TOTAL CAPITAL OUTLAY</b>		<b>577,485</b>	<b>577,485</b>	<b>577,485</b>
<b>392,471</b>	<b>107,802</b>	<b>453,500</b>	<b>GRAND TOTAL PUBLIC WORKS RESERVE EXPENSES</b>		<b>577,485</b>	<b>577,485</b>	<b>577,485</b>
<b>144,344</b>	<b>298,859</b>	<b>-</b>	<b>PUBLIC WORKS RESERVE FUND - REVENUES LESS EXPENSES</b>		<b>-</b>	<b>-</b>	<b>-</b>

**TRANSPORTATION SYSTEM RESERVE FUND**

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

FY14/15	FY15/16	FY16/17		Account	FY17/18	FY17/18	FY17/18
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
1,009,818	971,428	666,513	013-0000-300.00-00	BEGINNING BALANCE	852,563	852,563	852,563
566,438	-	313,356	013-0000-331.11-00	FAU EXCHANGE FUNDS	263,898	263,898	263,898
-	-	-	013-0000-331.90-00	FEDERAL GRANTS - MISC			
35,334	84,850	100,000	013-0000-344.20-10	CONNECT CHRGS/ TRANS SDC	100,000	100,000	100,000
4,944	3,649	3,000	013-0000-361.00-00	INTEREST REVENUES	7,000	7,000	7,000
150,000	101,439	-	013-0000-391.05-00	STREET FUND	-	-	-
<b>1,766,535</b>	<b>1,161,366</b>	<b>1,082,869</b>	<b>TOTAL TRANSPORT SYS RSRV FUND REVENUES</b>		<b>1,223,461</b>	<b>1,223,461</b>	<b>1,223,461</b>
<b>EXPENDITURES</b>							
745,107	424,921	1,082,869	013-1400-000.75-10	CAPITAL PROJECTS	1,223,461	1,223,461	1,223,461
<b>745,107</b>	<b>424,921</b>	<b>1,082,869</b>	<b>TOTAL CAPITAL OUTLAY</b>		<b>1,223,461</b>	<b>1,223,461</b>	<b>1,223,461</b>
<b>INTERFUND TRANSFERS</b>							
50,000	4,110	-	013-9500-000.18-00	TO SPECIAL GRANTS FUND	-	-	-
-	-	-	013-9500-000.37-00	TO CAPITAL PROJECT FUND	-	-	-
<b>50,000</b>	<b>4,110</b>	<b>-</b>	<b>TOTAL INTERFUND TRANSFERS</b>		<b>-</b>	<b>-</b>	<b>-</b>
<b>795,107</b>	<b>429,031</b>	<b>1,082,869</b>	<b>GRAND TOTAL TRANSPORT SYS RSRV FUND EXPENSES</b>		<b>1,223,461</b>	<b>1,223,461</b>	<b>1,223,461</b>
<b>971,428</b>	<b>732,335</b>	<b>-</b>	<b>TRANSPORT SYS RSRV FUND - REVENUE LESS EXPENSES</b>		<b>-</b>	<b>-</b>	<b>-</b>



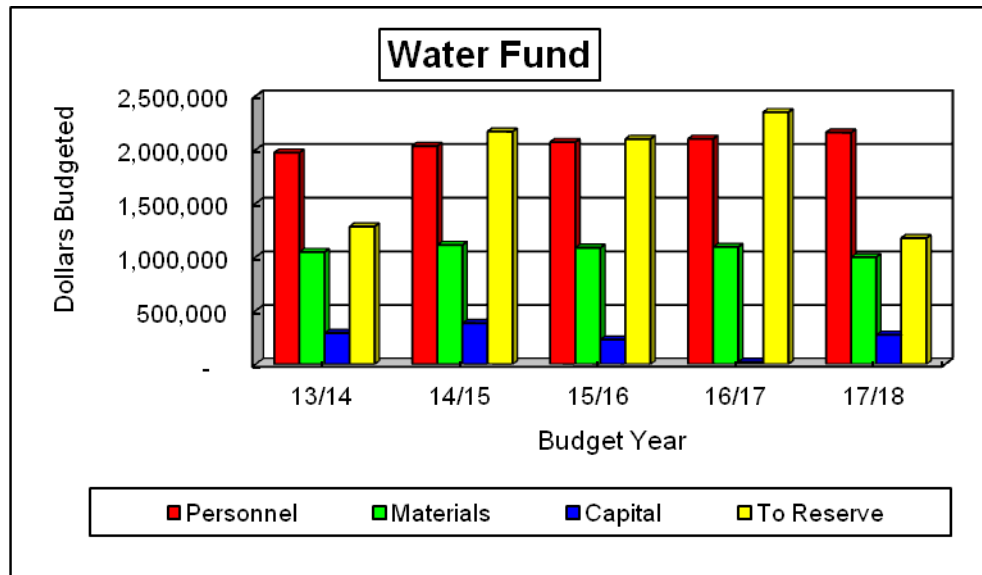
**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget**

**WATER FUND**

---

<b>Fund:</b>	<b>Water (050)</b>	<b>Number of Employees: 17 dedicated</b>
<b>Department:</b>	<b>Public Works</b>	<b>11 shared / 21.83 FTE</b>
<b>Program:</b>	<b>Water Treatment and Water Distribution</b>	

---



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.

**2017-18 Goals, Projects and Highlights**

- 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.

- Implement repairs to sedimentation basin #2 wall.
- Replacement of baffling in the flocculation and sedimentation basins.
- 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.

### **2016-17 Accomplishments**

- Completed the upgrade of the filter effluent and backwash flow meters at the Wicks Water Treatment Plant from prop meters to more accurate magnetic meters.
- Completed the integrity assessment of the sedimentation #2 basin wall with recommendations to extend the useful life of the structure in the coming FY.
- All three of our newest Operators advanced one level in their State Water Treatment Certification.
- Worked toward a new DEQ permit for discharge of filter backwash water.
- Achieved recognition for 15 years continuous compliance with the Partnership for Safe Water – Directors Award.

### **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 60 year-old Washwater Reservoir at the Wicks Water Treatment Plant.
- Upgrade the aging SCADA system.

## **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 pressure reducing valves, over 700 fire hydrants, and 4,986 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, is 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 utility after-hours emergency.

### **2017-18 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) old residential water meters with new meters each year.
- Continue the Pressure Reducing Valve/ 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 leak reduction in advance of street paving projects.
- Purchase leak detection equipment and implement formal leak detection program.
- Administer our Cross Connection Control Program in a manner that ensures that our drinking water remains safe after it enters the distribution system.

### **2016-17 Accomplishments**

- 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 200 delinquent door hangers per month, to remind customers that their water bill was past due.
- Completed an average of 165 (non-emergency) customer related work orders per month.
- Participated in or conducted over 10 industry related training courses.
- Implemented an “Improved Safety Culture Program” that resulted in a reduction of on the job injuries.
- Repaired or replaced 8 fire hydrants.
- 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**

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

- Replacement of transmission lines from Wicks Treatment plant to distribution system (7.61 miles).
- Replace or reroute 6” cast water main from Mt. Hood Street to Cherry Heights Street - “Cherry Heights Intertie”.
- Implement “In House” leak detection program.

### WATER UTILITY FUND SUMMARY

<b>FY14/15</b>	<b>FY15/16</b>	<b>FY16/17</b>		<b>FY17/18</b>	<b>FY17/18</b>	<b>FY17/18</b>
<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Revenue/Cost Centers</b>	<b>Proposed</b>	<b>Approved</b>	<b>Adopted</b>
				<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
2,216,296	3,239,422	4,458,007	<b>BEGINNING BALANCE</b>	5,787,224	5,787,224	5,787,224
5,737,005	5,847,421	5,731,979	<b>REVENUES</b>	5,499,093	5,499,093	5,499,093
2,167,911	2,450,699	9,400,000	<b>OTHER SOURCES</b>	2,600,000	2,600,000	2,600,000
<b>10,121,212</b>	<b>11,537,541</b>	<b>19,589,986</b>	<b>TOTAL RESOURCES</b>	<b>13,886,317</b>	<b>13,886,317</b>	<b>13,886,317</b>
1,241,855	1,171,523	1,421,036	<b>WATER TREATMENT</b>	1,549,616	1,549,616	1,549,616
1,587,009	1,814,776	1,985,496	<b>WATER DISTRIBUTION</b>	1,968,093	1,968,093	1,968,093
294,052	72,450	12,201,938	<b>WATER DEPT CAPITAL RESERVE FUND</b>	7,521,567	7,521,567	7,521,567
<b>3,122,917</b>	<b>3,058,749</b>	<b>15,608,470</b>	<b>TOTAL EXPENDITURES</b>	<b>11,039,276</b>	<b>11,039,276</b>	<b>11,039,276</b>
238,378	238,378	238,380	<b>DEBT SERVICE</b>	238,379	238,379	238,379
3,520,495	3,403,681	3,665,249	<b>TRANSFER OUT</b>	2,470,160	2,470,160	2,470,160
-	-	77,887	<b>CONTINGENCY</b>	138,502	138,502	138,502
-	-	-	<b>UNAPPROPRIATED ENDING BAL</b>	-	-	-
<b>3,758,873</b>	<b>3,642,059</b>	<b>3,981,516</b>	<b>TOTAL OTHER USES</b>	<b>2,847,041</b>	<b>2,847,041</b>	<b>2,847,041</b>
<b>6,881,790</b>	<b>6,700,808</b>	<b>19,589,986</b>	<b>TOTAL EXPENDS &amp; OTHER USES</b>	<b>13,886,317</b>	<b>13,886,317</b>	<b>13,886,317</b>
<b>3,239,422</b>	<b>4,836,733</b>	<b>-</b>	<b>FUND TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>

**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget**

**WATER UTILITY FUND REVENUES**

FY14/15	FY15/16	FY16/17		Account	FY17/18 Proposed	FY17/18 Approved	FY17/18 Adopted
Actual	Actual	Budget	Account Number	Description	Budget	Budget	Budget
				<b>REVENUES</b>			
1,040,509	971,713	855,815	051-0000-300.00-00	BEGINNING BALANCE	94,004	94,004	94,004
-	-	-	051-0000-331.90-00	FEDERAL GRANTS-MISC	-	-	-
-	-	-	051-0000-337.10-00	URBAN RENEWAL	-	-	-
-	-	-	051-0000-341.80-00	COPIES, PLANS, ORD'S	-	-	-
68,558	89,999	68,000	051-0000-341.90-00	MISC SALES AND SERVICES	90,000	90,000	90,000
5,504,327	5,646,163	5,614,221	051-0000-344.10-00	UTILITY SERVICE CHARGES	5,333,510	5,333,510	5,333,510
10,691	9,202	9,000	051-0000-344.90-00	DELINQUENT ACCT INT	9,000	9,000	9,000
(13,512)	(15,078)	(10,000)	051-0000-345.20-00	UNCOLLECTIBLE ACCTS	(10,000)	(10,000)	(10,000)
2,156	416	5,025	051-0000-348.00-00	INTERDEPARTMENTAL REV	6,850	6,850	6,850
3,546	5,147	4,500	051-0000-361.00-00	INTEREST REVENUES	1,500	1,500	1,500
4,428	4,428	4,428	051-0000-363.50-00	PROPERTY RENTALS	4,428	4,428	4,428
93,085	-	-	051-0000-368.00-00	TIMBER RECEIPTS	-	-	-
7,472	9,684	635	051-0000-369.00-00	OTHER MISC REVENUE	635	635	635
4,911	699	-	051-0000-392.00-00	SALE OF FIXED ASSETS	-	-	-
<b>6,726,171</b>	<b>6,722,371</b>	<b>6,551,624</b>		<b>TOTAL WATER UTILITY FUND REVENUES</b>	<b>5,529,927</b>	<b>5,529,927</b>	<b>5,529,927</b>

**WATER TREATMENT DEPARTMENT EXPENSES**

FY14/15	FY15/16	FY16/17		Account	FY17/18 Proposed	FY17/18 Approved	FY17/18 Adopted
Actual	Actual	Budget	Account Number	Description	Budget	Budget	Budget
485,582	521,157	517,664	051-5000-000.11-00	REGULAR SALARIES	529,086	529,086	529,086
3,168	-	-	051-5000-000.12-00	PARTTIME/TEMP SALARIES	-	-	-
13,846	14,548	19,000	051-5000-000.13-00	OVERTIME SALARIES	19,000	19,000	19,000
123,431	142,066	167,690	051-5000-000.21-10	MEDICAL INSURANCE	175,720	175,720	175,720
3,032	3,257	3,261	051-5000-000.21-20	L-T DISABILITY INSURANCE	3,333	3,333	3,333
396	384	440	051-5000-000.21-30	LIFE INSURANCE	440	440	440
21,306	28,566	26,990	051-5000-000.21-40	WORKERS COMP INSURANCE	27,560	27,560	27,560
37,598	39,698	41,055	051-5000-000.22-00	FICA	41,929	41,929	41,929
59,448	62,359	63,279	051-5000-000.23-00	RETIREMENT CONTRIBUTIONS	71,427	71,427	71,427
4,087	5,649	7,304	051-5000-000.28-00	VEBA CONTRIBUTIONS	7,458	7,458	7,458
173	149	179	051-5000-000.29-00	OTHER EMPLOYEE BENEFITS	179	179	179
<b>752,067</b>	<b>817,831</b>	<b>846,862</b>		<b>TOTAL PERSONNEL SERVICE</b>	<b>876,132</b>	<b>876,132</b>	<b>876,132</b>
<b>8.9</b>	<b>8.9</b>	<b>8.9</b>		<b>Total Full-Time Equivalent (FTE)</b>	<b>8.9</b>	<b>8.9</b>	<b>8.9</b>
58,958	48,388	63,790	051-5000-000.31-10	CONTRACTUAL SERVICES	64,940	64,940	64,940
17,686	21,692	23,900	051-5000-000.33-30	FIRE PATROL	23,650	23,650	23,650
-	-	-	051-5000-000.34-10	ENGINEERING SERVICES	-	-	-
12,097	5,006	9,550	051-5000-000.34-30	COMPUTER SERVICES	10,849	10,849	10,849
-	-	3,500	051-5000-000.34-50	SPECIAL STUDIES & REPORTS	-	-	-
570	629	650	051-5000-000.41-10	WATER & SEWER	-	-	-
1,131	1,196	1,640	051-5000-000.41-20	GARBAGE SERVICES	1,676	1,676	1,676
5,050	4,434	11,350	051-5000-000.41-30	NATURAL GAS	9,100	9,100	9,100
24,829	24,373	28,631	051-5000-000.41-40	ELECTRICITY	25,945	25,945	25,945
-	-	300	051-5000-000.42-00	JANITORIAL SERVICES	300	300	300
6,831	10,441	12,715	051-5000-000.43-10	BUILDINGS AND GROUNDS	7,715	7,715	7,715
-	-	600	051-5000-000.43-20	COMPUTERS	600	600	600
-	108	1,680	051-5000-000.43-30	RADIO EQUIPMENT	2,180	2,180	2,180
353	375	550	051-5000-000.43-40	OFFICE EQUIPMENT	550	550	550

## WATER TREATMENT DEPARTMENT EXPENSES (continued)

FY14/15	FY15/16	FY16/17			FY17/18	FY17/18	FY17/18
Actual	Actual	Budget	Account Number	Account Description	Proposed Budget	Approved Budget	Adopted Budget
4,734	9,988	6,500	051-5000-000.43-45	JOINT USE OF LABOR/EQUIP	6,500	6,500	6,500
10,715	4,466	8,650	051-5000-000.43-50	VEHICLES	10,280	10,280	10,280
8,714	5,129	12,750	051-5000-000.43-51	GAS/OIL/DIESEL/LUBRICANTS	12,750	12,750	12,750
1,115	1,680	4,450	051-5000-000.43-52	TIRES AND TIRE REPAIRS	4,000	4,000	4,000
24	959	2,150	051-5000-000.43-70	GENERAL EQUIPMENT	2,150	2,150	2,150
20,507	16,542	14,355	051-5000-000.43-71	SPECIAL UTILITY EQUIPMENT	14,355	14,355	14,355
1,819	1,739	3,000	051-5000-000.43-72	ELECTRICAL SYSTEMS	3,000	3,000	3,000
2,446	1,857	3,200	051-5000-000.43-73	PLUMBING	3,200	3,200	3,200
125	-	800	051-5000-000.43-77	HVAC SYSTEMS	800	800	800
1,271	1,150	1,110	051-5000-000.43-80	SHOP EQUIPMENT	1,110	1,110	1,110
128	131	150	051-5000-000.43-85	NUISANCE ABATEMENT	150	150	150
345	645	700	051-5000-000.43-86	LINES MNTNCE & SUPPLIES	700	700	700
5,125	3,911	4,800	051-5000-000.43-88	WATERSHED ROAD CONST/MAINT	7,300	7,300	7,300
-	38	400	051-5000-000.44-20	RENTAL OF EQUIPMENT	400	400	400
4,583	250	670	051-5000-000.50-50	TIMBER MANAGEMENT	670	670	670
8,379	9,665	10,535	051-5000-000.52-10	LIABILITY INSURANCE	10,915	10,915	10,915
19,279	19,037	19,989	051-5000-000.52-30	PROPERTY INSURANCE	18,304	18,304	18,304
3,999	4,345	4,563	051-5000-000.52-50	AUTOMOTIVE INSURANCE	4,690	4,690	4,690
-	-	500	051-5000-000.52-60	INSURANCE DEDUCTIBLES	500	500	500
4,136	1,055	2,340	051-5000-000.53-20	POSTAGE	2,340	2,340	2,340
10,621	9,699	9,700	051-5000-000.53-30	TELEPHONE	10,970	10,970	10,970
44	-	-	051-5000-000.53-40	LEGAL NOTICES	500	500	500
1,270	1,438	2,220	051-5000-000.53-60	PUBLIC EDUCATION/INFO	2,220	2,220	2,220
833	659	1,000	051-5000-000.54-00	ADVERTISING	-	-	-
-	133	500	051-5000-000.55-00	PRINTING AND BINDING	500	500	500
1,778	2,255	16,545	051-5000-000.57-00	PERMITS	16,525	16,525	16,525
2	20	820	051-5000-000.58-10	TRAVEL, FOOD & LODGING	820	820	820
3,995	3,908	4,975	051-5000-000.58-50	TRAINING AND CONFERENCES	5,975	5,975	5,975
1,626	2,427	2,367	051-5000-000.58-70	MEMBERSHIPS/DUES/SUBS	3,034	3,034	3,034
1,243	1,566	2,020	051-5000-000.60-10	OFFICE SUPPLIES	1,860	1,860	1,860
906	1,131	1,360	051-5000-000.60-20	JANITORIAL SUPPLIES	1,300	1,300	1,300
2,000	2,110	2,085	051-5000-000.60-80	CLOTHING	2,620	2,620	2,620
2,940	1,722	4,565	051-5000-000.60-85	SPECIAL DEPT SUPPLIES	5,375	5,375	5,375
130,780	122,135	165,500	051-5000-000.60-86	CHEMICAL/LAB SUPPLIES	165,500	165,500	165,500
-	-	2,249	051-5000-000.64-10	BOOKS AND PERIODICALS	2,249	2,249	2,249
24	24	-	051-5000-000.64-80	COMPUTER SOFTWARE	-	-	-
-	30	-	051-5000-000.69-50	MISCELLANEOUS EXPENSES	-	-	-
9,744	5,206	10,300	051-5000-000.69-80	ASSETS < \$5000	10,917	10,917	10,917
<b>392,753</b>	<b>353,692</b>	<b>486,674</b>	<b>TOTAL MATERIALS AND SERVICES</b>		<b>481,984</b>	<b>481,984</b>	<b>481,984</b>
20,413	-	-	051-5000-000.72-20	BUILDINGS	-	-	-
46,446	-	35,000	051-5000-000.73-30	IMPRVMTS OTHER THAN BLDGS	185,000	185,000	185,000
9,440	-	40,000	051-5000-000.74-10	MACHINERY	-	-	-
9,995	-	-	051-5000-000.74-20	VEHICLES	-	-	-
-	-	-	051-5000-000.74-25	COMMUNICATIONS EQUIPMENT	-	-	-
-	-	-	051-5000-000.74-50	COMPUTER EQUIPMENT	-	-	-
10,741	-	12,500	051-5000-000.74-90	EQUIPMENT, OTHER	6,500	6,500	6,500
<b>97,035</b>	<b>-</b>	<b>87,500</b>	<b>TOTAL CAPITAL OUTLAY</b>		<b>191,500</b>	<b>191,500</b>	<b>191,500</b>
<b>1,241,855</b>	<b>1,171,523</b>	<b>1,421,036</b>	<b>TOTAL WATER TREATMENT EXPENSES</b>		<b>1,549,616</b>	<b>1,549,616</b>	<b>1,549,616</b>

## WATER DISTRIBUTION DEPARTMENT EXPENSES

FY14/15	FY15/16	FY16/17			FY17/18	FY17/18	FY17/18
Actual	Actual	Budget	Account Number	Account Description	Proposed Budget	Approved Budget	Adopted Budget
714,040	735,463	752,637	051-5100-000.11-00	REGULAR SALARIES	762,541	762,541	762,541
12,084	14,766	12,480	051-5100-000.12-00	PARTTIME/TEMP SALARIES	16,640	16,640	16,640
21,629	10,583	37,374	051-5100-000.13-00	OVERTIME SALARIES	18,925	18,925	18,925
195,558	206,658	236,063	051-5100-000.21-10	MEDICAL INSURANCE	257,336	257,336	257,336
4,332	4,497	4,742	051-5100-000.21-20	L-T DISABILITY INSURANCE	4,790	4,790	4,790
571	527	626	051-5100-000.21-30	LIFE INSURANCE	626	626	626
29,867	43,337	37,369	051-5100-000.21-40	WORKERS COMP INSURANCE	37,154	37,154	37,154
54,987	56,373	61,391	051-5100-000.22-00	FICA	60,625	60,625	60,625
95,518	97,089	100,119	051-5100-000.23-00	RETIREMENT CONTRIBUTIONS	102,204	102,204	102,204
7,736	6,702	11,390	051-5100-000.28-00	VEBA CONTRIBUTIONS	11,665	11,665	11,665
376	300	272	051-5100-000.29-00	OTHER EMPLOYEE BENEFITS	292	292	292
<b>1,136,698</b>	<b>1,176,296</b>	<b>1,254,463</b>	<b>TOTAL PERSONNEL SERVICE</b>		<b>1,272,798</b>	<b>1,272,798</b>	<b>1,272,798</b>
<b>12.9</b>	<b>12.9</b>	<b>12.9</b>		<b>Total Full-Time Equivalent (FTE)</b>	<b>10.9</b>	<b>12.9</b>	<b>12.9</b>
7,997	4,645	17,394	051-5100-000.31-10	CONTRACTUAL SERVICES	11,753	11,753	11,753
9,648	9,472	10,947	051-5100-000.31-40	WASCO CO COMMUNICATIONS	12,042	12,042	12,042
21,000	21,000	21,000	051-5100-000.34-10	ENGINEERING SERVICES	21,000	21,000	21,000
22,386	16,618	21,244	051-5100-000.34-30	COMPUTER SERVICES	22,237	22,237	22,237
-	-	-	051-5100-000.34-50	SPECIAL STUDIES & REPORTS	-	-	-
2,079	2,572	3,995	051-5100-000.41-10	WATER & SEWER	3,995	3,995	3,995
2,584	5,749	4,250	051-5100-000.41-20	GARBAGE SERVICES	4,350	4,350	4,350
4,302	2,894	5,495	051-5100-000.41-30	NATURAL GAS	5,495	5,495	5,495
74,197	90,420	109,185	051-5100-000.41-40	ELECTRICITY	117,920	117,920	117,920
7,595	7,980	7,980	051-5100-000.42-00	JANITORIAL SERVICES	7,980	7,980	7,980
5,651	4,785	18,505	051-5100-000.43-10	BUILDINGS AND GROUNDS	18,467	18,467	18,467
109	31	1,200	051-5100-000.43-20	COMPUTERS	1,200	1,200	1,200
1,744	1,353	1,800	051-5100-000.43-30	RADIO EQUIPMENT	2,300	2,300	2,300
103	-	500	051-5100-000.43-40	OFFICE EQUIPMENT	500	500	500
11,904	15,481	17,000	051-5100-000.43-45	JOINT USE OF LABOR/EQUIP	17,000	17,000	17,000
15,086	6,456	22,371	051-5100-000.43-50	VEHICLES	22,189	22,189	22,189
19,425	14,161	22,950	051-5100-000.43-51	GAS/OIL/DIESEL/LUBRICANTS	17,500	17,500	17,500
1,643	1,997	5,710	051-5100-000.43-52	TIRES AND TIRE REPAIRS	6,060	6,060	6,060
1,359	1,973	7,545	051-5100-000.43-70	GENERAL EQUIPMENT	6,415	6,415	6,415
34,841	21,501	33,936	051-5100-000.43-71	SPECIAL UTILITY EQUIPMENT	35,130	35,130	35,130
8,315	8,370	8,057	051-5100-000.43-80	SHOP EQUIPMENT	10,658	10,658	10,658
2,007	1,558	3,200	051-5100-000.43-81	SERVICE PICKUP TOOLS	2,200	2,200	2,200
(10,194)	103,050	94,800	051-5100-000.43-86	LINE MAINT & SUPPLIES	93,200	93,200	93,200
843	1,119	1,337	051-5100-000.43-87	UTILITIES LOCATES	1,337	1,337	1,337
147	6,290	2,400	051-5100-000.44-20	RENTAL OF EQUIPMENT	2,400	2,400	2,400
11,056	12,754	13,902	051-5100-000.52-10	LIABILITY INSURANCE	14,403	14,403	14,403
16,107	16,894	17,740	051-5100-000.52-30	PROPERTY INSURANCE	16,245	16,245	16,245
4,863	5,282	5,547	051-5100-000.52-50	AUTOMOTIVE INSURANCE	5,700	5,700	5,700
-	640	1,500	051-5100-000.52-60	INSURANCE DEDUCTIBLES	1,500	1,500	1,500
2,209	1,551	1,770	051-5100-000.53-20	POSTAGE	1,770	1,770	1,770
8,424	8,482	9,100	051-5100-000.53-30	TELEPHONE	9,100	9,100	9,100
82	70	150	051-5100-000.53-40	LEGAL NOTICES	150	150	150
1,318	1,467	2,223	051-5100-000.53-60	PUBLIC EDUCATION/INFO	2,223	2,223	2,223
350	488	900	051-5100-000.54-00	ADVERTISING	-	-	-
304	189	1,575	051-5100-000.55-00	PRINTING AND BINDING	1,575	1,575	1,575
1,117	1,040	5,750	051-5100-000.57-00	PERMITS	2,100	2,100	2,100
92	681	630	051-5100-000.58-10	TRAVEL, FOOD & LODGING	1,130	1,130	1,130
8,178	10,404	13,533	051-5100-000.58-50	TRAINING AND CONFERENCES	16,133	16,133	16,133
3,088	4,367	5,624	051-5100-000.58-70	MEMBERSHIPS/DUES/SUBS	4,624	4,624	4,624
2,125	2,189	3,413	051-5100-000.60-10	OFFICE SUPPLIES	3,413	3,413	3,413
1,915	2,193	2,200	051-5100-000.60-20	JANITORIAL SUPPLIES	2,400	2,400	2,400
3,185	3,321	3,488	051-5100-000.60-80	CLOTHING	3,488	3,488	3,488
5,441	4,338	6,993	051-5100-000.60-85	SPECIAL DEPT SUPPLIES	7,183	7,183	7,183

## WATER DISTRIBUTION DEPARTMENT EXPENSES (continued)

FY14/15	FY15/16	FY16/17			FY17/18	FY17/18	FY17/18
Actual	Actual	Budget	Account Number	Account Description	Proposed Budget	Approved Budget	Adopted Budget
10,386	20,988	13,125	051-5100-000.60-86	CHEMICAL/LAB SUPPLIES	13,125	13,125	13,125
16,793	48,380	41,087	051-5100-000.60-87	STREET CONST SUPPLIES	43,087	43,087	43,087
88	93	2,355	051-5100-000.64-10	BOOKS AND PERIODICALS	2,405	2,405	2,405
-	-	-	051-5100-000.64-80	COMPUTER SOFTWARE	-	-	-
-	120	-	051-5100-000.69-50	MISCELLANEOUS EXPENSES	-	-	-
10,149	2,088	10,927	051-5100-000.69-80	ASSETS < \$5000	17,050	17,050	17,050
<b>352,040</b>	<b>497,496</b>	<b>606,333</b>	<b>TOTAL MATERIALS AND SERVICES</b>		<b>612,132</b>	<b>612,132</b>	<b>612,132</b>
-	-	-	051-5100-000.70-50	LEASE PURCHASE	-	-	-
-	5,488	5,000	051-5100-000.72-20	BUILDINGS	6,400	6,400	6,400
-	-	6,500	051-5100-000.73-30	IMPRVMTS OTHER THAN BLDGS	-	-	-
-	-	-	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	-	-	-
55,412	47,992	78,200	051-5100-000.74-90	EQUIPMENT, OTHER	67,200	67,200	67,200
41,898	18,266	6,000	051-5100-000.75-10	CAPITAL PROJECTS	9,563	9,563	9,563
-	-	-	051-5100-000.76-10	SOURCE OF SUPPLY	-	-	-
962	69,238	29,000	051-5100-000.76-20	WATER LINES	-	-	-
<b>98,272</b>	<b>140,984</b>	<b>124,700</b>	<b>TOTAL CAPITAL OUTLAY</b>		<b>83,163</b>	<b>83,163</b>	<b>83,163</b>
<b>1,587,009</b>	<b>1,814,776</b>	<b>1,985,496</b>	<b>TOTAL WATER DISTRIBUTION EXPENSES</b>		<b>1,968,093</b>	<b>1,968,093</b>	<b>1,968,093</b>
<b>2,828,865</b>	<b>2,986,299</b>	<b>3,406,532</b>	<b>TOTAL WATER UTILITY OPERATIONS</b>		<b>3,517,709</b>	<b>3,517,709</b>	<b>3,517,709</b>
530,021	469,066	482,591	051-9500-000.81-01	TO GENERAL FUND	477,779	477,779	477,779
161,095	170,056	168,426	051-9500-000.81-05	TO STREET FUND	160,005	160,005	160,005
6,000	50,000	50,000	051-9500-000.81-09	TO PUBLIC WKS RESRV FUND	76,000	76,000	76,000
6,255	6,235	6,414	051-9500-000.81-10	TO UNEMPLOYMENT FUND	-	-	-
59,223	59,538	59,774	051-9500-000.81-43	TO FFCCO 2008 DEBT SVC FUND	59,932	59,932	59,932
2,163,000	2,050,000	2,300,000	051-9500-000.81-53	WTR DEPT CAP RESRV FUND	1,100,000	1,100,000	1,100,000
-	-	-	051-9500-000.85-00	EXTRAORDINARY ITEM - 2014	-	-	-
<b>2,925,594</b>	<b>2,804,895</b>	<b>3,067,205</b>	<b>TOTAL OPERATING TRANSFERS OUT</b>		<b>1,873,716</b>	<b>1,873,716</b>	<b>1,873,716</b>
-	-	77,887	051-9500-000.88-00	CONTINGENCY	138,502	138,502	138,502
-	-	<b>77,887</b>	<b>TOTAL CONTINGENCY</b>		<b>138,502</b>	<b>138,502</b>	<b>138,502</b>
<b>2,925,594</b>	<b>2,804,895</b>	<b>3,145,092</b>	<b>TOTAL OTHER USES</b>		<b>2,012,218</b>	<b>2,012,218</b>	<b>2,012,218</b>
<b>5,754,459</b>	<b>5,791,194</b>	<b>6,551,624</b>	<b>GRAND TOTAL WATER UTILITY FUND EXPENSES</b>		<b>5,529,927</b>	<b>5,529,927</b>	<b>5,529,927</b>
<b>971,713</b>	<b>931,177</b>	-	<b>WATER UTILITY FUND - REVENUES LESS EXPENSES</b>		-	-	-



**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget**

**WATER DEPARTMENT CAPITAL RESERVE FUND**

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

FY14/15	FY15/16	FY16/17			FY17/18	FY17/18	FY17/18
Actual	Actual	Budget	Account Number	Account Description	Proposed Budget	Approved Budget	Adopted Budget
<b>REVENUES</b>							
1,175,787	2,267,709	3,602,192	053-0000-300.00-00	BEGINNING BALANCE	5,693,220	5,693,220	5,693,220
-	-	-	053-0000-331.00-00	FEDERAL REVENUE - Dog River Pipeline	-	-	-
-	-	4,000,000	053-0000-335.53-00	OWRD STATE GRANT - Dog River Pipeline	-	-	-
23,093	-	-	053-0000-337.90-00	WATERSHED RESTORATION REVENUE	-	-	-
25,487	78,778	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	-	-	-
7,674	18,683	13,000	053-0000-361.00-00	INTEREST REVENUES	40,000	40,000	40,000
-	-	3,100,000	053-0000-365-20-00	GIFTS AND DONATIONS	1,500,000	1,500,000	1,500,000
-	400,000	-	053-0000-391.41-00	TRANSFER FROM WA REV BOND DEBT FUND	-	-	-
2,163,000	2,050,000	2,300,000	053-0000-391.51-00	WATER UTILITY FUND	1,100,000	1,100,000	1,100,000
-	-	-	053-0000-393.10-00	LOAN/BOND PROCEEDS	-	-	-
-	-	-	053-0000-393.10-21	LOAN PROCEEDS - ARRA LOANS	-	-	-
<b>3,395,041</b>	<b>4,815,170</b>	<b>13,038,362</b>	<b>TOTAL WATER DEPT CAP RESERVE FUND REVENUES</b>		<b>8,356,390</b>	<b>8,356,390</b>	<b>8,356,390</b>
<b>EXPENDITURES</b>							
6,638	-	-	053-5300-000.34-10	ENGINEERING SERVICES	-	-	-
<b>6,638</b>	<b>-</b>	<b>-</b>	<b>TOTAL MATERIALS AND SERVICES</b>		<b>-</b>	<b>-</b>	<b>-</b>
12,500	-	-	053-5300-000.71-10	LAND	-	-	-
248,827	-	1,521,416	053-5300-000.75-10	CAPITAL PROJECTS	1,546,600	1,546,600	1,546,600
-	65,595	1,600,000	053-5300-000.76-10	SOURCE OF SUPPLY	-	-	-
26,087	6,855	9,080,522	053-5300-000.76-20	WATER LINES	5,974,967	5,974,967	5,974,967
<b>287,414</b>	<b>72,450</b>	<b>12,201,938</b>	<b>TOTAL CAPITAL OUTLAY</b>		<b>7,521,567</b>	<b>7,521,567</b>	<b>7,521,567</b>
<b>294,052</b>	<b>72,450</b>	<b>12,201,938</b>	<b>TOTAL WATER CAPITAL RESERVE OPERATIONS</b>		<b>7,521,567</b>	<b>7,521,567</b>	<b>7,521,567</b>
<b>DEBT SERVICE</b>							
131,984	135,944	140,023	053-5300-000.79-30	SDWRL (ARRA LOAN) PRINCIPAL	144,223	144,223	144,223
106,394	102,435	98,357	053-5300-000.79-40	SDWRL (ARRA LOAN) INTEREST	94,156	94,156	94,156
<b>238,378</b>	<b>238,378</b>	<b>238,380</b>	<b>TOTAL DEBT SERVICE</b>		<b>238,379</b>	<b>238,379</b>	<b>238,379</b>
-	-	-	053-9500-000.81-37	TO CAPITAL PROJECTS FUND	-	-	-
33,096	32,581	33,039	053-9500-000.81-44	TO 2009 FFCO DEBT SVC FUND	33,039	33,039	33,039
561,805	566,205	565,005	053-9500-000.81-58	TO WATER DEBT SERVICE FUND	563,405	563,405	563,405
<b>594,901</b>	<b>598,786</b>	<b>598,044</b>	<b>TOTAL OPERATING TRANSFERS OUT</b>		<b>596,444</b>	<b>596,444</b>	<b>596,444</b>
<b>1,127,331</b>	<b>909,615</b>	<b>13,038,362</b>	<b>GRAND TOTAL WATER CAPITAL RESERVE EXPENSES</b>		<b>8,356,390</b>	<b>8,356,390</b>	<b>8,356,390</b>
<b>2,267,709</b>	<b>3,905,556</b>	<b>-</b>	<b>TOTAL WATER CAPITAL RESERVE - REVENUE LESS EXPE</b>		<b>-</b>	<b>-</b>	<b>-</b>

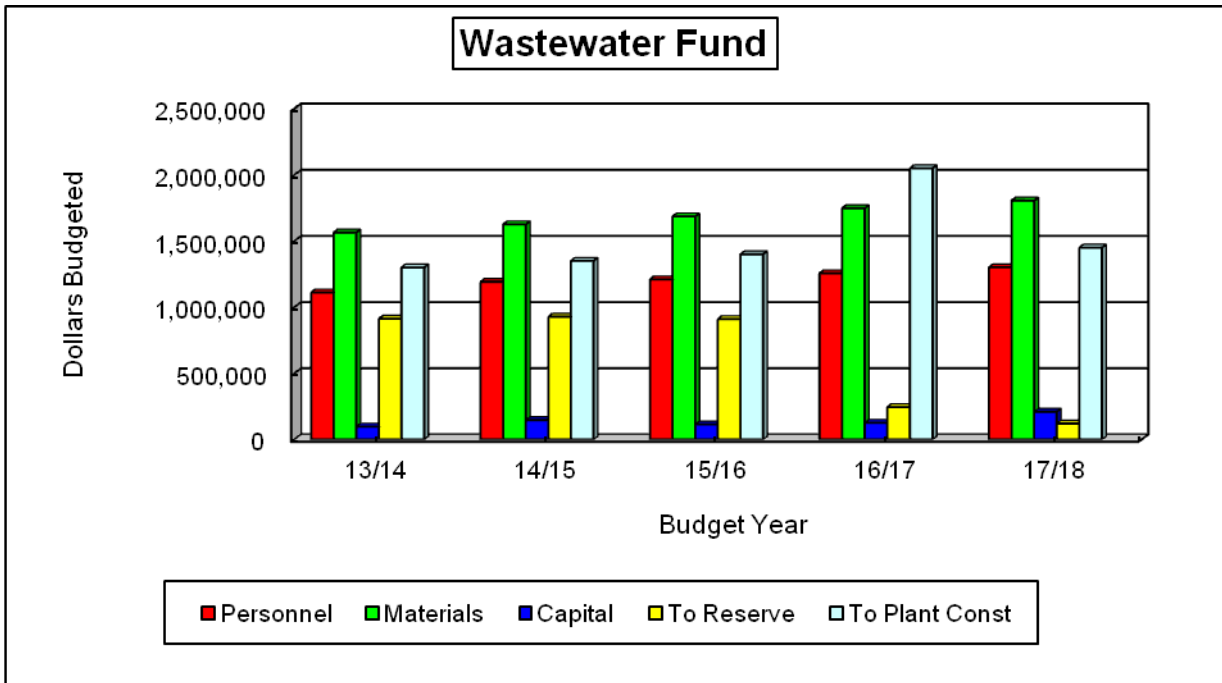
**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget**

**WASTEWATER FUND**

---

<b>Fund:</b>	<b>Wastewater (055)</b>	<b>Number of Employees:</b>	<b>8 dedicated</b>
<b>Department:</b>	<b>Public Works</b>		<b>12 shared / 12.45 FTE</b>
<b>Program:</b>	<b>Wastewater Collection, Wastewater Treatment and Storm Water</b>		

---



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. 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.

**2017-18 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.
- 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 2<sup>nd</sup> Street sanitary sewer upgrade from Webber Street to west of Hostetler Way.
- Repair or replace sewer lines in advance of paving projects.
- Provide new service connections for properties as they develop.
- Replace and up size sanitary sewer and storm water mains in 8<sup>th</sup> Street from Trevitt Street to Garrison Street.
- Upgrade sanitary sewer main in F Street between 12<sup>th</sup> Street and 13<sup>th</sup> Street, from Kelly Avenue to G Street.
- Replace sewer mains under Chenowith Creek Bridge with the replacement of the bridge by ODOT.

**2016-17 Accomplishments**

- Replaced or extended sanitary sewer mains at these locations:
  - 8<sup>th</sup> Street between Trevitt and Garrison Streets;
  - From 12<sup>th</sup> and Madison to the alley between 12<sup>th</sup> and 13<sup>th</sup> Street down the alley to the east;
  - Federal Street south to the alley;
- Completed video inspection of 96,000 feet of sewer lines (about 16% 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 6,500 feet), and repaired a portion of them.
- Replaced 18 sewer services (as of March 2017).
- Made spot repairs to remove lines which need only single repairs from required-maintenance lists and/or to stop Inflow and Infiltration.
- Cleaned and maintained all nine lift stations weekly.
- Cleaned (“pigged”) pressure/discharge sewer lines from all lift stations.
- Project Goals, listed by percent desired (and percent accomplished in FY 16/17) are:

<b>Desired</b>	<b>Project Goals</b>	<b>Done in 2016-17</b>
100%	Response to emergencies/sewer breaks	100%
100%	Response to new sewer service requests	100%
100%	Weekly preventative cleaning/maintenance of all 9 lift stations	100%
100%	Cutting of roots on lines identified as flow-impaired	100%
15%	Video inspection of sewer mains – Whole system in 7 years	About 16%
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 and integration of information into an asset management system.

## **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.

### **2017-18 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 or as development occurs.
- Replace as many catch basin grates with bike-friendly devices as possible prior to the completion of the Historical Columbia River Highway 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.

### **2016-17 Accomplishments**

- Continued to de-chlorinate the hydrant flushing water discharged to the storm water system to meet in-stream limits for chlorine.
- Installed 2 new or replacement catch basins.
- Installed storm main on 8<sup>th</sup> Street between Trevitt and Garrison Street.
- Performed annual cleaning of all catch basins within the City.
- Cleaned and maintained open storm ditches.
- Provided storm sewer repairs and maintenance activities in root cutting.
- 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.
- Funded 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 16/17) are:

<b>Desired</b>	<b>Project Goals</b>	<b>Done in 2016-17</b>
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: 14<sup>th</sup> Street from Quinton Street to Thompson, and continue out Old Dufur Road.
- Upgrade of storm line at West 6<sup>th</sup> and Hostetler Way.
- Upgrade of storm line at East 9<sup>th</sup> 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.

### **2017-18 Goals, Projects, and Highlights**

- Implement FY 2017-18 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 in the Columbia River for pH assimilative capacity.
- Install valve actuator on Gravity Belt Thickener influent line.
- Add flow meters to sludge recycle lines and truck loading station.
- Replace roof on the modular office at the wastewater treatment plant (WWTP).

### **2016-17 Accomplishments**

- Completed annual Infrared Thermography of the Motor Control Centers (MMC – electrical control panels) at all larger water and sewer plants and pump stations within the City.
- Replaced #1 Clarifier Scum Pit LO-LO level sensor.
- Replaced Electrical Motor on Gravity Belt Thickener (GBT) / Dissolved Air Floatation Thickener

(DAFT) Air Compressor.

- Replaced Uninterrupted Power Supply (UPS) in PLC-20-1 cabinet (MCC).
- Completed the boiler inspection including the resealing of the cast sections.
- Removed and replaced #1 Clarifier Scum pump.
- Tillman Willis/Trojan UV determined sensor probes on Ultraviolet (UV) disinfection system had bad continuity. Removed and reseated rods for complete contact.
- Hauled 804 truckloads of Biosolids totaling 2,669,900 gallons and 267.5 tons of Biosolids in 2016.

**Major issues to be resolved in the next 5 years**

- Obtain renewal of wastewater treatment plant discharge permit.
- Implement remaining Phase 2 portions of Capital Improvement Plan:
  - Secondary Clarifier
  - Gravity Belt Thickener Addition
  - Improve treated water in-plant delivery system to use less potable water in processes.

**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget**

**WASTEWATER FUNDS SUMMARY**

<b>FY14/15</b>	<b>FY15/16</b>	<b>FY16/17</b>		<b>FY17/18</b>	<b>FY17/18</b>	<b>FY17/18</b>
<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Revenue/Cost Centers</b>	<b>Proposed</b>	<b>Approved</b>	<b>Adopted</b>
				<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
7,381,327	8,126,877	9,241,399	<b>BEGINNING BALANCE</b>	8,472,297	8,472,297	8,472,297
5,568,971	5,785,436	5,597,564	<b>REVENUES</b>	5,609,710	5,609,710	5,609,710
2,043,073	2,245,188	4,390,994	<b>OTHER SOURCES</b>	4,250,000	4,250,000	4,250,000
<b>14,993,371</b>	<b>16,157,501</b>	<b>19,229,957</b>	<b>TOTAL RESOURCES</b>	<b>18,332,007</b>	<b>18,332,007</b>	<b>18,332,007</b>
2,598,888	2,639,038	3,130,247	<b>WASTE WATER FUND</b>	3,297,380	3,297,380	3,297,380
780,307	455,406	2,757,524	<b>SEWER SPECIAL RESERVE FUND</b>	2,235,980	2,235,980	2,235,980
32,584	404,560	8,523,190	<b>SEWER PLANT CONST/DEBT SERV</b>	9,407,914	9,407,914	9,407,914
<b>3,411,779</b>	<b>3,499,004</b>	<b>14,410,961</b>	<b>TOTAL EXPENDITURES</b>	<b>14,941,274</b>	<b>14,941,274</b>	<b>14,941,274</b>
-	-	-	<b>CHARGES FOR SERVICES</b>	-	-	-
3,454,715	3,417,097	4,758,816	<b>TRANSFER OUT</b>	3,306,151	3,306,151	3,306,151
-	-	60,180	<b>CONTINGENCY</b>	84,582	84,582	84,582
-	-	-	<b>UNAPPROPRIATED ENDING BAL</b>	-	-	-
<b>3,454,715</b>	<b>3,417,097</b>	<b>4,818,996</b>	<b>TOTAL OTHER USES</b>	<b>3,390,733</b>	<b>3,390,733</b>	<b>3,390,733</b>
<b>6,866,494</b>	<b>6,916,101</b>	<b>19,229,957</b>	<b>TOTAL EXPENDS &amp; OTHER USES</b>	<b>18,332,007</b>	<b>18,332,007</b>	<b>18,332,007</b>
<b>8,126,877</b>	<b>9,241,400</b>	<b>-</b>	<b>FUND TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>

**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget  
WASTEWATER FUND**

FY14/15	FY15/16	FY16/17			FY17/18	FY17/18	FY17/18
Actual	Actual	Budget	Account Number	Account Description	Proposed Budget	Approved Budget	Adopted Budget
<b>REVENUES</b>							
777,268	757,326	868,385	055-0000-300.00-00	BEGINNING BALANCE	238,550	238,550	238,550
-	-	-	055-0000-337.10-00	URBAN RENEWAL	-	-	-
-	3	-	055-0000-341.80-00	COPIES, PLANS, ORD'S	-	-	-
156,431	220,610	200,000	055-0000-341.90-00	MISC SALES AND SRVCE	200,000	200,000	200,000
248,228	249,813	245,000	055-0000-344.05-00	STORMWATER DRAINAGE CHARGES	245,000	245,000	245,000
4,955,688	5,067,926	5,069,688	055-0000-344.10-00	UTILITY SERVICE CHARGES	5,062,365	5,062,365	5,062,365
50,511	51,052	-	055-0000-344.80-00	DELINQUENT SEWER ASSMTS	-	-	-
17,347	15,438	15,000	055-0000-344.90-00	DELINQUENT ACCT INT	15,000	15,000	15,000
(58,526)	(61,902)	(50,000)	055-0000-345.20-00	UNCOLLECTIBLE ACCTS	(50,000)	(50,000)	(50,000)
12,634	19,516	16,756	055-0000-348.00-00	INTERDEPARTMENTAL REV	21,225	21,225	21,225
814	2,340	500	055-0000-361.00-00	INTEREST REVENUES	500	500	500
91,416	42,854	25,000	055-0000-369.00-00	OTHER MISC REVENUES	18,000	18,000	18,000
73	188	-	055-0000-392.00-00	SALE OF FIXED ASSETS	-	-	-
<b>6,251,882</b>	<b>6,365,164</b>	<b>6,390,329</b>	<b>TOTAL WASTE WATER FUND REVENUES</b>		<b>5,750,640</b>	<b>5,750,640</b>	<b>5,750,640</b>
<b>EXPENSES</b>							
686,893	719,373	741,922	055-5500-000.11-00	REGULAR SALARIES	748,242	748,242	748,242
4,908	6,720	15,600	055-5500-000.12-00	PARTTIME/TEMP SALARIES	19,760	19,760	19,760
29,757	25,592	53,030	055-5500-000.13-00	OVERTIME SALARIES	53,030	53,030	53,030
191,071	209,217	232,370	055-5500-000.21-10	MEDICAL INSURANCE	253,182	253,182	253,182
4,161	4,359	4,674	055-5500-000.21-20	L-T DISABILITY INSURANCE	4,714	4,714	4,714
579	533	617	055-5500-000.21-30	LIFE INSURANCE	617	617	617
30,927	42,007	34,469	055-5500-000.21-40	WORKERS COMP INSURANCE	33,723	33,723	33,723
53,631	55,495	62,007	055-5500-000.22-00	FICA	60,549	60,549	60,549
91,934	93,159	98,351	055-5500-000.23-00	RETIREMENT CONTRIBUTIONS	100,571	100,571	100,571
9,088	11,155	12,600	055-5500-000.28-00	VEBA CONTRIBUTIONS	12,783	12,783	12,783
212	148	200	055-5500-000.29-00	OTHER EMPLOYEE BENEFITS	201	201	201
<b>1,103,160</b>	<b>1,167,758</b>	<b>1,255,840</b>	<b>TOTAL PERSONNEL SERVICE</b>		<b>1,287,372</b>	<b>1,287,372</b>	<b>1,287,372</b>
<b>12.5</b>	<b>12.5</b>	<b>12.5</b>	<b>Total Full-Time Equivalent (FTE)</b>		<b>10.5</b>	<b>12.5</b>	<b>12.5</b>
915,410	926,829	1,008,947	055-5500-000.31-10	CONTRACTUAL SERVICES	1,031,383	1,031,383	1,031,383
9,648	9,472	10,947	055-5500-000.31-40	WASCO CO COMMUNICATIONS	12,042	12,042	12,042
-	-	3,000	055-5500-000.34-10	ENGINEERING SERVICES	4,500	4,500	4,500
22,560	21,681	22,583	055-5500-000.34-30	COMPUTER SERVICES	34,013	34,013	34,013
-	-	-	055-5500-000.34-50	SPECIAL STUDIES & REPORTS	-	-	-
11,654	13,136	14,365	055-5500-000.41-10	WATER & SEWER	14,365	14,365	14,365
40,027	12,199	29,350	055-5500-000.41-20	GARBAGE SERVICES	29,450	29,450	29,450
4,156	3,869	4,683	055-5500-000.41-30	NATURAL GAS	4,715	4,715	4,715
10,164	12,134	13,340	055-5500-000.41-40	ELECTRICITY	14,829	14,829	14,829
7,595	7,980	7,980	055-5500-000.42-00	JANITORIAL SERVICES	7,980	7,980	7,980
4,420	5,339	15,695	055-5500-000.43-10	BUILDINGS AND GROUNDS	16,972	16,972	16,972
-	-	1,200	055-5500-000.43-20	COMPUTERS	1,200	1,200	1,200
1,332	617	2,300	055-5500-000.43-30	RADIO EQUIPMENT	2,600	2,600	2,600
83	-	500	055-5500-000.43-40	OFFICE EQUIPMENT	500	500	500
7,601	6,720	11,000	055-5500-000.43-45	JOINT USE OF LABOR/EQUIP	11,000	11,000	11,000
35,198	73,838	56,607	055-5500-000.43-50	VEHICLES	71,062	71,062	71,062
31,675	23,161	38,657	055-5500-000.43-51	GAS/OIL/DIESEL/LUBRICANTS	30,657	30,657	30,657
2,375	10,597	21,050	055-5500-000.43-52	TIRES AND TIRE REPAIRS	13,050	13,050	13,050
2,580	2,920	11,375	055-5500-000.43-70	GENERAL EQUIPMENT	11,310	11,310	11,310
37,676	37,964	72,385	055-5500-000.43-71	SPECIAL UTILITY EQUIPMENT	76,860	76,860	76,860
6,624	7,588	8,850	055-5500-000.43-80	SHOP EQUIPMENT	11,801	11,801	11,801
2,460	2,211	2,500	055-5500-000.43-81	SERVICE PICKUP TOOLS	2,500	2,500	2,500
60,311	13,471	70,277	055-5500-000.43-86	LINES MAINT & SUPPLIES	78,950	78,950	78,950
1,319	635	1,337	055-5500-000.43-87	UTILITIES LOCATES	1,337	1,337	1,337
15,773	641	16,500	055-5500-000.44-20	RENTAL OF EQUIPMENT	16,500	16,500	16,500



## WASTEWATER FUND (continued)

FY14/15	FY15/16	FY16/17		Account	FY17/18	FY17/18	FY17/18
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
53,781	62,040	67,624	055-5500-000.52-10	LIABILITY INSURANCE	70,060	70,060	70,060
19,211	20,015	21,017	055-5500-000.52-30	PROPERTY INSURANCE	19,246	19,246	19,246
9,721	10,561	11,090	055-5500-000.52-50	AUTOMOTIVE INSURANCE	11,400	11,400	11,400
500	9,738	10,500	055-5500-000.52-60	INSURANCE DEDUCTIBLES	10,500	10,500	10,500
1,365	479	2,420	055-5500-000.53-20	POSTAGE	2,420	2,420	2,420
7,593	9,086	8,400	055-5500-000.53-30	TELEPHONE	8,400	8,400	8,400
-	73	-	055-5500-000.53-40	LEGAL NOTICES	400	400	400
1,123	-	5,140	055-5500-000.53-60	PUBLIC EDUCATION/INFO	5,140	5,140	5,140
701	572	1,100	055-5500-000.54-00	ADVERTISING	-	-	-
22	137	1,275	055-5500-000.55-00	PRINTING AND BINDING	1,275	1,275	1,275
13,074	14,295	14,600	055-5500-000.57-00	PERMITS	17,050	17,050	17,050
200	165	1,630	055-5500-000.58-10	TRAVEL FOOD & LODGING	1,930	1,930	1,930
6,500	4,351	11,248	055-5500-000.58-50	TRAINING AND CONFERENCES	13,383	13,383	13,383
3,854	3,243	5,026	055-5500-000.58-70	MEMBERSHIPS/DUES/SUBS	5,527	5,527	5,527
2,123	2,235	3,433	055-5500-000.60-10	OFFICE SUPPLIES	3,433	3,433	3,433
1,892	2,097	2,200	055-5500-000.60-20	JANITORIAL SUPPLIES	2,400	2,400	2,400
3,153	3,686	3,823	055-5500-000.60-80	CLOTHING	3,908	3,908	3,908
7,000	5,108	6,666	055-5500-000.60-85	SPECIAL DEPT SUPPLIES	7,093	7,093	7,093
1,771	1,026	9,500	055-5500-000.60-86	CHEMICAL/LAB SUPPLIES	9,500	9,500	9,500
55,719	57,328	86,822	055-5500-000.60-87	STREET CONST SUPPLIES	88,265	88,265	88,265
88	93	1,005	055-5500-000.64-10	BOOKS AND PERIODICALS	1,005	1,005	1,005
1,035	700	3,200	055-5500-000.64-80	COMPUTER SOFTWARE	3,200	3,200	3,200
-	90	-	055-5500-000.69-50	MISCELLANEOUS EXPENSES	15,297	15,297	15,297
15,590	602	25,010	055-5500-000.69-80	ASSETS < \$5000			
<b>1,436,659</b>	<b>1,400,720</b>	<b>1,748,157</b>	<b>TOTAL MATERIALS AND SERVICES</b>		<b>1,800,408</b>	<b>1,800,408</b>	<b>1,800,408</b>
-	5,488	5,000	055-5500-000.72-20	BUILDINGS	13,400	13,400	13,400
-	-	-	055-5500-000.73-30	IMPRVMTS OTHER THAN BLDGS	-	-	-
-	-	-	055-5500-000.74-10	MACHINERY	-	-	-
-	-	-	055-5500-000.74-20	VEHICLES	-	-	-
-	-	-	055-5500-000.74-25	COMMUNICATIONS EQUIPMENT	6,000	6,000	6,000
-	-	-	055-5500-000.74-30	FURNITURE AND FIXTURES	-	-	-
-	-	-	055-5500-000.74-40	OFFICE EQUIPMENT	-	-	-
-	-	-	055-5500-000.74-50	COMPUTER EQUIPMENT	-	-	-
-	-	-	055-5500-000.74-80	PUMPS	-	-	-
10,091	-	-	055-5500-000.74-90	EQUIPMENT, OTHER	65,000	65,000	65,000
4,956	-	-	055-5500-000.75-10	CAPITAL PROJECTS	-	-	-
11,722	48,528	52,250	055-5500-000.76-30	SEWER LINES	85,200	85,200	85,200
32,301	16,544	69,000	055-5500-000.76-40	STORMWATER COLL IMPROVMTS	40,000	40,000	40,000
<b>59,069</b>	<b>70,560</b>	<b>126,250</b>	<b>TOTAL CAPITAL OUTLAY</b>		<b>209,600</b>	<b>209,600</b>	<b>209,600</b>
<b>2,598,888</b>	<b>2,639,038</b>	<b>3,130,247</b>	<b>TOTAL WASTEWATER OPERATIONS</b>		<b>3,297,380</b>	<b>3,297,380</b>	<b>3,297,380</b>
<b>OTHER USES</b>							
407,242	332,755	344,255	055-9500-000.81-01	TO GENERAL FUND	341,875	341,875	341,875
147,875	151,867	152,090	055-9500-000.81-05	TO STREET FUND	151,871	151,871	151,871
234,721	65,000	80,000	055-9500-000.81-09	TO PUBLIC WKS RESRV FUND	120,000	120,000	120,000
3,606	3,581	3,788	055-9500.550.81-10	TO UNEMPLOYMENT FUND	-	-	-
59,224	59,538	59,775	055-9500-000.81-43	TO FFCO 2008 DEBT SVC FUND	59,932	59,932	59,932
693,000	845,000	509,994	055-9500-000.81-56	TO SEWER SPCL RESRV FUND	245,000	245,000	245,000
1,350,000	1,400,000	2,050,000	055-9500-000.81-57	PLANT CONSTRUCTION.DEBT	1,450,000	1,450,000	1,450,000
<b>2,895,668</b>	<b>2,857,741</b>	<b>3,199,902</b>	<b>TOTAL OPERATING TRANSFERS OUT</b>		<b>2,368,678</b>	<b>2,368,678</b>	<b>2,368,678</b>
-	-	60,180	055-9500-000.88-00	CONTINGENCY	84,582	84,582	84,582
<b>-</b>	<b>-</b>	<b>60,180</b>	<b>TOTAL CONTINGENCY</b>		<b>84,582</b>	<b>84,582</b>	<b>84,582</b>
<b>2,895,668</b>	<b>2,857,741</b>	<b>3,260,082</b>	<b>TOTAL OTHER USES</b>		<b>2,453,260</b>	<b>2,453,260</b>	<b>2,453,260</b>
<b>5,494,556</b>	<b>5,496,779</b>	<b>6,390,329</b>	<b>GRAND TOTAL WASTEWATER FUND EXPENSES</b>		<b>5,750,640</b>	<b>5,750,640</b>	<b>5,750,640</b>
<b>757,326</b>	<b>868,385</b>	<b>-</b>	<b>TOTAL WASTEWATER FUND - REVENUES LESS EXPENSES</b>		<b>-</b>	<b>-</b>	<b>-</b>

**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget**

**SEWER SPECIAL RESERVE FUND**

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

FY14/15	FY15/16	FY16/17		Account	FY17/18	FY17/18	FY17/18
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
<b>SEWER SPECIAL RESERVE FUND 056</b>							
<b>REVENUES</b>							
2,687,592	2,667,032	3,198,979	056-0000-300.00-00	BEGINNING BALANCE	2,305,518	2,305,518	2,305,518
-	-	-	056-0000-330.00-00	INTERGOVERNMENTAL REVENUE	-	-	-
49,823	110,918	35,780	056-0000-344.20-00	CONNECT CHRGS/ SW SDC	35,780	35,780	35,780
9,635	21,127	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	-	-	-
14,371	17,280	13,000	056-0000-361.00-00	INTEREST REVENUES	25,000	25,000	25,000
693,000	845,000	509,994	056-0000-391.55-00	WASTEWATER UTILITY FUND	245,000	245,000	245,000
<b>3,454,421</b>	<b>3,661,357</b>	<b>3,764,593</b>	<b>TOTAL SEWER SPECIAL RESERVE FUND REVENUES</b>		<b>2,618,138</b>	<b>2,618,138</b>	<b>2,618,138</b>
<b>EXPENDITURES</b>							
-	-	-	056-5600-000.31-10	CONTRACTUAL SERVICES	-	-	-
-	-	-	056-5600-000.34-10	ENGINEERING SERVICES	-	-	-
-	-	-	056-5600-000.53-40	LEGAL NOTICES	-	-	-
-	-	-	<b>TOTAL MATERIALS &amp; SERVICES</b>		-	-	-
-	-	-	056-5600-000.74-80	PUMPS	-	-	-
56,696	-	150,000	056-5600-000.75-10	CAPITAL PROJECTS	-	-	-
272,669	455,406	1,460,121	056-5600-000.76-30	SEWER LINES	1,089,315	1,089,315	1,089,315
450,942	-	1,147,403	056-5600-000.76-40	STORM WATER IMPROVEMENTS	1,146,665	1,146,665	1,146,665
-	-	-	056-5600-000.78-99	FUTURE CAPITAL PROJECTS	-	-	-
<b>780,307</b>	<b>455,406</b>	<b>2,757,524</b>	<b>TOTAL CAPITAL OUTLAY</b>		<b>2,235,980</b>	<b>2,235,980</b>	<b>2,235,980</b>
<b>780,307</b>	<b>455,406</b>	<b>2,757,524</b>	<b>TOTAL SEWER SPECIAL RESERVE FUND OPERATIONS</b>		<b>2,235,980</b>	<b>2,235,980</b>	<b>2,235,980</b>
<b>OTHER USES</b>							
-	-	-	056-9500-000.81-37	TO CAPITAL PROJECT FUND	-	-	-
7,082	6,971	7,069	056-9500-000.81-44	TO 2009 FFCO DEBT SVC FUND	7,158	7,158	7,158
-	-	1,000,000	056-9500-000.81-57	TO SW PLANT CONSTC FUND	375,000	375,000	375,000
<b>7,082</b>	<b>6,971</b>	<b>1,007,069</b>	<b>TOTAL OPERATING TRANSFERS OUT</b>		<b>382,158</b>	<b>382,158</b>	<b>382,158</b>
<b>7,082</b>	<b>6,971</b>	<b>1,007,069</b>	<b>TOTAL OTHER USES</b>		<b>382,158</b>	<b>382,158</b>	<b>382,158</b>
<b>787,389</b>	<b>462,377</b>	<b>3,764,593</b>	<b>GRAND TOTAL SEWER SPECIAL RESERVE FUND EXPENSE</b>		<b>2,618,138</b>	<b>2,618,138</b>	<b>2,618,138</b>
<b>2,667,032</b>	<b>3,198,980</b>	-	<b>SEWER SPECIAL RESERVE FUND - REVENUE LESS EXPENS</b>		-	-	-

**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget**

**SEWER PLANT CONSTRUCTION / DEBT SERVICE FUND**

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

FY14/15	FY15/16	FY16/17			FY17/18	FY17/18	FY17/18
Actual	Actual	Budget	Account Number	Account Description	Proposed Budget	Approved Budget	Adopted Budget
<b>REVENUES</b>							
3,916,467	4,702,519	5,174,035	057-0000-300.00-00	BEGINNING BALANCE	5,928,229	5,928,229	5,928,229
		831,000	057-0000-335.57-00	STATE GRANT REVENUE - Renewal Power Generation Grants	180,000	180,000	180,000
		-	057-0000-331.90-00	FEDERAL GRANTS (SRF Loan)	2,000,000	2,000,000	2,000,000
20,601	28,462	20,000	057-0000-361.00-00	INTEREST REVENUES	30,000	30,000	30,000
1,350,000	1,400,000	2,050,000	057-0000-391.55-00	WASTEWATER UTILITY FUND	1,450,000	1,450,000	1,450,000
-	-	1,000,000	057-0000-391.56-00	WASTEWATER CAPITAL FUND	375,000	375,000	375,000
-	-	-	057-0000-393.10-00	LOAN/BOND PROCEEDS	-	-	-
<b>5,287,068</b>	<b>6,130,980</b>	<b>9,075,035</b>		<b>TOTAL SEWER PLANT CONTS/DEBT SVC REVENUES</b>	<b>9,963,229</b>	<b>9,963,229</b>	<b>9,963,229</b>
<b>EXPENDITURES</b>							
-	-	-	057-5700-000.31-10	CONTRACTUAL SERVICES	-	-	-
-	-	-	057-5700-000.34-10	ENGINEERING SERVICES	-	-	-
-	-	-	057-5700-000.53-40	LEGAL NOTICES	-	-	-
<b>-</b>	<b>-</b>	<b>-</b>		<b>TOTAL MATERIALS AND SERVICES</b>	<b>-</b>	<b>-</b>	<b>-</b>
-	-	-	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	-	-	-
31,756	404,560	8,523,190	057-5700-000.75-10	CAPITAL PROJECTS	9,407,914	9,407,914	9,407,914
-	-	-	057-5700-000.76-30	SEWER LINES	-	-	-
<b>32,584</b>	<b>404,560</b>	<b>8,523,190</b>		<b>TOTAL CAPITAL OUTLAY</b>	<b>9,407,914</b>	<b>9,407,914</b>	<b>9,407,914</b>
<b>32,584</b>	<b>404,560</b>	<b>8,523,190</b>		<b>TOTAL SEWER PLANT CONST/DEBT SVC OPERATIONS</b>	<b>9,407,914</b>	<b>9,407,914</b>	<b>9,407,914</b>
551,965	552,385	551,845	057-9500-000.81-58	DEBT SERVICE FUND	555,315	555,315	555,315
<b>551,965</b>	<b>552,385</b>	<b>551,845</b>		<b>TOTAL OPERATING TRANSFERS OUT</b>	<b>555,315</b>	<b>555,315</b>	<b>555,315</b>
<b>551,965</b>	<b>552,385</b>	<b>551,845</b>		<b>TOTAL OTHER USES</b>	<b>555,315</b>	<b>555,315</b>	<b>555,315</b>
<b>584,549</b>	<b>956,945</b>	<b>9,075,035</b>		<b>GRAND TOTAL SEWER PLANT CONSTRUCTION EXPENSES</b>	<b>9,963,229</b>	<b>9,963,229</b>	<b>9,963,229</b>
<b>4,702,519</b>	<b>5,174,036</b>	<b>-</b>		<b>SEWER PLANT CONSTRUCTION FUND - REVENUES LESS E</b>	<b>-</b>	<b>-</b>	<b>-</b>

**City of The Dalles, Oregon  
Fiscal Year 2017-18 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 Airport Board. Gorge Aviation Services (GAS) is the fixed-base operator at the airport and provides a number of aviation services, including handling transient and resident aircraft, fuel and related sales, flight training, contractual support to the fire base and aircraft maintenance. GAS is in the process of establishing a charter service, was approved for a Part 141 Flight School which permits GAS to work with the Veterans Administration for flight training to veterans and is an FAA approved testing center.

**2017-2018 Goals, Projects and Highlights**

- Construction of Flex-Hangar Building.
- Construct drainage area for new hangars.
- Design of a new terminal building if a grant is received.
- Construction of F Hanger if sufficient funds remain after Flex-Hangar project or work with private party to build the hangars.
- Establish new tenants in Business Park and in new hangars.
- Expand airplane parking ramp in front of the Terminal.
- Construct Airport RV and cabin park area.
- Negotiate a golf course lease.
- Obtain FAA approval for rehabilitation of Runway 7/25.

**2016-2017 Accomplishments/Comments**

- Rehabilitation of Taxiway A mid-section; completes runway project begun in 2012.
- Obtained \$1,414,184 FAA Grant.
- Obtained \$78,000 State of Washington Grant.
- Became an Oregon/Washington Fire Base.
- Leased all available buildings and hangars.
- Held third annual Fly-In.

**Major Issues to be resolved in the next five years**

- Development of a world-class golf course.

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

**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget  
AIRPORT SUMMARY**

<b>FY14/15</b>	<b>FY15/16</b>	<b>FY16/17</b>		<b>FY17/18</b>	<b>FY17/18</b>	<b>FY17/18</b>
<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Account Description</b>	<b>Proposed</b>	<b>Approved</b>	<b>Adopted</b>
				<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
195,148	1,788,019	1,947,025	<b>BEGINNING BALANCE</b>	1,030,166	1,030,166	1,030,166
571,272	319,190	2,768,049	<b>REVENUES</b>	1,101,000	1,101,000	1,101,000
2,583,582	70,805	133,000	<b>OTHER SOURCES</b>	75,000	75,000	75,000
<b>3,350,002</b>	<b>2,178,015</b>	<b>4,848,074</b>	<b>TOTAL RESOURCES</b>	<b>2,206,166</b>	<b>2,206,166</b>	<b>2,206,166</b>
1,561,983	340,318	4,463,832	<b>AIRPORT</b>	1,779,447	1,779,447	1,779,447
<b>1,561,983</b>	<b>340,318</b>	<b>4,463,832</b>	<b>TOTAL EXPENDITURES</b>	<b>1,779,447</b>	<b>1,779,447</b>	<b>1,779,447</b>
-	-	-	<b>CHARGES FOR SERVICES</b>	-	-	-
-	-	-	<b>TRANSFER OUT</b>	68,437	68,437	68,437
-	-	384,242	<b>CONTINGENCY</b>	358,282	358,282	358,282
-	-	-	<b>UNAPPROPRIATED ENDING BAL</b>	-	-	-
<b>-</b>	<b>-</b>	<b>384,242</b>	<b>TOTAL OTHER USES</b>	<b>426,719</b>	<b>426,719</b>	<b>426,719</b>
1,561,983	340,318	4,848,074	<b>TOTAL EXPENDS &amp; OTHER USES</b>	2,206,166	2,206,166	2,206,166
<b>1,788,019</b>	<b>1,837,696</b>	<b>-</b>	<b>FUND TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>

**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget  
AIRPORT FUND**

FY14/15	FY15/16	FY16/17			FY17/18	FY17/18	FY17/18
Actual	Actual	Budget	Account Number	Account Description	Proposed Budget	Approved Budget	Adopted Budget
<b>REVENUES</b>							
195,148	1,788,019	1,947,025	061-0000-300.00-00	BEGINNING BALANCE	1,030,166	1,030,166	1,030,166
65,000	65,000	65,000	061-0000-330.00-00	INTERGOVERNMENTAL REV	65,000	65,000	65,000
-	-	166,786	061-0000-330.10-00	OTHER WA	-	-	-
-	-	240,000	061-0000-330.15-00	OTHER OR	100,000	100,000	100,000
383,440	107,432	1,530,000	061-0000-331.20-00	FEDERAL GRANTS-FAA	90,000	90,000	90,000
-	-	625,000	061-0000-331.90-00	FEDERAL GRANTS-MISC	700,000	700,000	700,000
-	-	-	061-0000-334.80-00	WASHINGTON STATE GRANTS	3,000	3,000	3,000
-	-	-	061-0000-334.90-00	STATE GRANTS, OTHER	-	-	-
4,900	3,360	3,000	061-0000-341.90-00	MISC SALES & SVCS	3,000	3,000	3,000
7,396	11,182	10,000	061-0000-347.00-00	AVIATION FUEL SALES	10,000	10,000	10,000
1,755	14,350	1,000	061-0000-361.00-00	INTEREST REVENUES	5,000	5,000	5,000
108,782	117,867	127,263	061-0000-363.50-00	PROPERTY RENTALS	125,000	125,000	125,000
900	5,805	8,000	061-0000-369.00-00	OTHER MISC REVENUES	10,000	10,000	10,000
65,000	65,000	125,000	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	-	-	-
<b>3,350,002</b>	<b>2,178,015</b>	<b>4,848,074</b>	<b>TOTAL AIRPORT FUND REVENUES</b>		<b>2,206,166</b>	<b>2,206,166</b>	<b>2,206,166</b>
<b>EXPENSES</b>							
66,645	220	12,400	061-6100-000.31-10	CONTRACTUAL SERVICES	6,400	6,400	6,400
105,612	112,428	117,070	061-6100-000.31-90	CONTRACTUAL SVC - OTHER	119,200	119,200	119,200
-	-	-	061-6100-000.34-10	ENGINEERING SVC	-	-	-
5,688	7,570	9,000	061-6100-000.41-10	WATER & SEWER	9,000	9,000	9,000
969	1,148	1,200	061-6100-000.41-20	GARBAGE SERVICES	600	600	600
8,365	7,914	12,000	061-6100-000.41-40	ELECTRICITY	14,000	14,000	14,000
14,576	19,900	23,500	061-6100-000.43-10	BUILDINGS AND GROUNDS	23,500	23,500	23,500
-	140	1,600	061-6100-000.43-45	JOINT USE OF LABOR	1,600	1,600	1,600
2,563	2,726	6,000	061-6100-000.43-50	VEHICLES - REPAIR/MAINT	6,000	6,000	6,000
1,057	797	3,000	061-6100-000.43-51	GAS/OIL/DIESEL	3,000	3,000	3,000
5,195	9,671	10,000	061-6100-000.46-10	PROPERTY TAXES	10,000	10,000	10,000
6,139	8,279	11,500	061-6100-000.52-10	LIABILITY INSURANCE	7,988	7,988	7,988
9,414	9,874	11,000	061-6100-000.52-30	PROPERTY INSURANCE	12,073	12,073	12,073
207	219	300	061-6100-000.53-20	POSTAGE	300	300	300
2,204	3,213	4,000	061-6100-000.53-30	TELEPHONE	4,000	4,000	4,000
104	-	500	061-6100-000.53-40	LEGAL NOTICES	500	500	500
-	1,103	15,000	061-6100-000.54-00	ADVERTISING	15,000	15,000	15,000
415	415	1,000	061-6100-000.57-00	PERMITS	2,000	2,000	2,000
39	-	8,500	061-6100-000.58-10	TRAVEL, FOOD & LODGING	8,500	8,500	8,500
1,170	905	4,000	061-6100-000.58-50	TRAINING AND CONFERENCES	4,000	4,000	4,000
330	125	1,000	061-6100-000.58-70	MEMBERSHIPS/DUES	1,000	1,000	1,000
347	146	1,000	061-6100-000.60-10	OFFICE SUPPLIES	1,000	1,000	1,000
11	30	1,000	061-6100-000.69-50	MISCELLANEOUS EXP	1,000	1,000	1,000
-	-	3,000	061-6100-000.69-80	ASSETS < \$5000	3,000	3,000	3,000
<b>231,052</b>	<b>186,822</b>	<b>257,570</b>	<b>TOTAL MATERIALS AND SERVICES</b>		<b>253,661</b>	<b>253,661</b>	<b>253,661</b>
5,607	22,020	100,000	061-6100-000.72-20	BUILDINGS	100,000	100,000	100,000
721,524	1,378	2,219,262	061-6100-000.72-30	BUILDINGS-HANGER	1,025,786	1,025,786	1,025,786
603,799	130,099	1,887,000	061-6100-000.73-30	IMPROVEMENTS OTHER	400,000	400,000	400,000
-	-	-	061-6100-000.74-10	MACHINERY	-	-	-
<b>1,330,930</b>	<b>153,496</b>	<b>4,206,262</b>	<b>TOTAL CAPITAL OUTLAY</b>		<b>1,525,786</b>	<b>1,525,786</b>	<b>1,525,786</b>
<b>1,561,983</b>	<b>340,318</b>	<b>4,463,832</b>	<b>TOTAL AIRPORT OPERATIONS EXPENSES</b>		<b>1,779,447</b>	<b>1,779,447</b>	<b>1,779,447</b>
-	-	-	061-9500-000.81-62	TO AIRPORT DEBT SERVICE	68,437	68,437	68,437
-	-	-	<b>TOTAL OPERATING TRANSFERS OUT</b>		<b>68,437</b>	<b>68,437</b>	<b>68,437</b>
-	-	384,242	061-9500-000.88-00	CONTINGENCY	358,282	358,282	358,282
-	-	<b>384,242</b>	<b>TOTAL CONTINGENCY</b>		<b>358,282</b>	<b>358,282</b>	<b>358,282</b>
-	-	<b>384,242</b>	<b>TOTAL OTHER USES</b>		<b>426,719</b>	<b>426,719</b>	<b>426,719</b>
<b>1,561,983</b>	<b>340,318</b>	<b>4,848,074</b>	<b>GRAND TOTAL AIRPORT FUND EXPENSES</b>		<b>2,206,166</b>	<b>2,206,166</b>	<b>2,206,166</b>
<b>1,788,019</b>	<b>1,837,696</b>	-	<b>TOTAL AIRPORT FUND - REVENUES LESS EXPENSES</b>		-	-	-

**City of The Dalles, Oregon  
Fiscal Year 2017-18 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**

<b>FY14/15</b>	<b>FY15/16</b>	<b>FY16/17</b>		<b>FY17/18 Proposed</b>	<b>FY17/18 Approved</b>	<b>FY17/18 Adopted</b>
<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Revenue/Cost Centers</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
768,163	327,391	541,748	<b>BEGINNING BALANCE</b>	582,764	582,764	582,764
204,511	597,825	177,730	<b>REVENUES</b>	171,348	171,348	171,348
303,319	-	-	<b>OTHER SOURCES</b>	-	-	-
<b>1,275,992</b>	<b>925,217</b>	<b>719,478</b>	<b>TOTAL RESOURCES</b>	<b>754,112</b>	<b>754,112</b>	<b>754,112</b>
75,655	39,596	373,552	<b>SPECIAL ASSESMENTS FUND</b>	361,563	361,563	361,563
394,281	18,595	222,449	<b>CAPITAL PROJECTS FUND</b>	267,773	267,773	267,773
<b>469,935</b>	<b>58,191</b>	<b>596,001</b>	<b>TOTAL EXPENDITURES</b>	<b>629,336</b>	<b>629,336</b>	<b>629,336</b>
478,666	252,723	123,477	<b>TRANSFER OUT</b>	124,776	124,776	124,776
-	-	-	<b>CONTINGENCY</b>	-	-	-
-	-	-	<b>UNAPPROPRIATED ENDING BAL</b>	-	-	-
<b>478,666</b>	<b>252,723</b>	<b>123,477</b>	<b>TOTAL OTHER USES</b>	<b>124,776</b>	<b>124,776</b>	<b>124,776</b>
<b>948,601</b>	<b>310,914</b>	<b>719,478</b>	<b>TOTAL EXPENDS &amp; OTHER USES</b>	<b>754,112</b>	<b>754,112</b>	<b>754,112</b>
327,391	614,302	-	<b>FUND TOTAL</b>	-	-	-



**City of The Dalles, Oregon  
Fiscal Year 2017-18 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.

**2017-18 Goals, Projects, and Highlights**

- No LIDs are currently planned for FY17/18.
- Pursue payment of nuisance abatements.

**2016-17 Accomplishments/Comments**

- Foreclosed on long term delinquent abatement assessments.

**Major Issues to be resolved in the next five years.**

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

**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget**

**SPECIAL ASSESSMENTS FUND**

FY14/15	FY15/16	FY16/17		Account	FY17/18 Proposed	FY17/18 Approved	FY17/18 Adopted
Actual	Actual	Budget	Account Number	Description	Budget	Budget	Budget
<b>REVENUES</b>							
491,319	107,657	407,064	036-0000-300.00-00	BEGINNING BALANCE	402,756	402,756	402,756
24,920	23,385	25,500	036-0000-318.20-00	NW NATURAL GAS FRANCHISE FEES	25,500	25,500	25,500
2,082	2,350	2,000	036-0000-361.00-00	INTEREST REVENUES	3,900	3,900	3,900
-	-	1,000	036-0000-369.00-00	OTHER MISC. REVENUES	1,000	1,000	1,000
60,343	444,173	47,849	036-0000-370.10-00	PRINCIPAL-NONBONDED	40,000	40,000	40,000
22,314	25,328	4,306	036-0000-370.20-00	INTEREST-NONBONDED	3,873	3,873	3,873
<b>600,978</b>	<b>602,893</b>	<b>487,719</b>	<b>TOTAL SPECIAL ASSESSMENTS FUND REVENUES</b>		<b>477,029</b>	<b>477,029</b>	<b>477,029</b>
<b>EXPENDITURES</b>							
1,200	5,444	80,000	036-3600-000.31-25	ABATEMENTS	30,000	30,000	30,000
-	-	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	5	-	036-3600-000.32-20	SPECIAL LEGAL SERVICES	-	-	-
19	41	1,000	036-3600-000.53-20	POSTAGE	1,000	1,000	1,000
-	174	200	036-3600-000.53-40	LEGAL NOTICES	200	200	200
-	-	-	036-3600-000.69-50	MISCELLANEOUS EXP	-	-	-
<b>75,655</b>	<b>5,664</b>	<b>106,700</b>	<b>TOTAL MATERIALS AND SERVICES</b>		<b>56,700</b>	<b>56,700</b>	<b>56,700</b>
-	33,932	266,852	036-3600-000.75-10	CAPITAL PROJECTS LIDS	304,863	304,863	304,863
<b>-</b>	<b>33,932</b>	<b>266,852</b>	<b>TOTAL CAPITAL OUTLAY</b>		<b>304,863</b>	<b>304,863</b>	<b>304,863</b>
<b>75,655</b>	<b>39,596</b>	<b>373,552</b>	<b>TOTAL SPECIAL ASSESSMENTS OPERATIONS</b>		<b>361,563</b>	<b>361,563</b>	<b>361,563</b>
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	-	-	-
104,347	102,723	104,167	036-9500-000.81-44	TO 2009 FFCO BOND DEBT SVC FUND	105,466	105,466	105,466
<b>417,666</b>	<b>112,723</b>	<b>114,167</b>	<b>TOTAL OPERATING TRANSFERS OUT</b>		<b>115,466</b>	<b>115,466</b>	<b>115,466</b>
<b>417,666</b>	<b>112,723</b>	<b>114,167</b>	<b>TOTAL OTHER USES</b>		<b>115,466</b>	<b>115,466</b>	<b>115,466</b>
<b>493,321</b>	<b>152,319</b>	<b>487,719</b>	<b>TOTAL SPECIAL ASSESSMENTS FUND EXPENSES</b>		<b>477,029</b>	<b>477,029</b>	<b>477,029</b>
<b>107,657</b>	<b>450,573</b>	<b>-</b>	<b>SPECIAL ASSESSMENTS FUND - REVENUES LESS EXPENSE</b>		<b>-</b>	<b>-</b>	<b>-</b>

**City of The Dalles, Oregon  
Fiscal Year 2017-18 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.

**2017-18 Goals, Projects, and Highlights**

- Replace HVAC units at City Hall and Police Department as needed (\$16,000)
- Reserve for future City Hall improvements (\$246,773)

**2016-17 Accomplishments/Comments**

We have increased our reserves for future projects in the amount of \$62,935 from FY2016/17

**Major Issues to be resolved in the next five years**

- Completion of City Hall renovation of City Hall 2<sup>nd</sup> Floor

**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget  
CAPITAL PROJECTS FUND**

FY14/15	FY15/16	FY16/17	Account Number	Account Description	FY17/18 Proposed Budget	FY17/18 Approved Budget	FY17/18 Adopted Budget
Actual	Actual	Budget					
<b>REVENUES</b>							
276,844	219,734	134,684	037-0000-300.00-00	BEGINNING BALANCE	180,008	180,008	180,008
-	-	-	037-0000-337.90-00	LOCAL GOV REV-PARTNERS	-	-	-
1,475	829	1,200	037-0000-361.00-00	INTEREST REVENUES	1,200	1,200	1,200
87,602	101,761	95,875	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	-	-	-
4,179	-	-	037-0000-380.10-00	LOAN REV - PRINCIPAL	-	-	-
96	-	-	037-0000-380.20-00	LOAN REV - INTEREST	-	-	-
-	-	-	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	-	-	-
<b>675,014</b>	<b>322,324</b>	<b>231,759</b>	<b>TOTAL CAPITAL PROJECTS FUND REVENUES</b>		<b>277,083</b>	<b>277,083</b>	<b>277,083</b>
<b>EXPENDITURES</b>							
<b>*** GENERAL FUND BUILDINGS</b>							
18,414	-	-	037-3700-000.43-10	BUILDINGS & GROUNDS	-	-	-
600	3,445	5,000	037-3700-000.69-80	ASSETS < \$5000	5,000	5,000	5,000
<b>19,014</b>	<b>3,445</b>	<b>5,000</b>	<b>TOTAL MATERIALS AND SERVICES</b>		<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
400	-	199,838	037-3700-000.72-20	BUILDINGS	262,773	262,773	262,773
-	-	-	037-3700-000.73-30	IMPRV OTHER THAN BLDG	-	-	-
<b>400</b>	<b>-</b>	<b>199,838</b>	<b>TOTAL CAPITAL OUTLAY</b>		<b>262,773</b>	<b>262,773</b>	<b>262,773</b>
<b>19,414</b>	<b>3,445</b>	<b>204,838</b>	<b>TOTAL GENERAL FUND BUILDINGS</b>		<b>267,773</b>	<b>267,773</b>	<b>267,773</b>
<b>*** TUNNEL PROJECT - OIB LOAN</b>							
-	-	-	037-3750-000.79-50	PRINCIPAL PAYMENT	-	-	-
-	-	-	037-3750-000.79-60	INTEREST PAYMENT	-	-	-
<b>-</b>	<b>-</b>	<b>-</b>	<b>TOTAL DEBT SERVICE</b>		<b>-</b>	<b>-</b>	<b>-</b>
<b>-</b>	<b>-</b>	<b>-</b>	<b>TOTAL TUNNEL PROJECT</b>		<b>-</b>	<b>-</b>	<b>-</b>
<b>*** PORT LOAN - AIRPORT WELL</b>							
13,547	14,089	16,646	037-3775-000.79-50	PRINCIPAL PAYMENT	-	-	-
1,603	1,061	965	037-3775-000.79-60	INTEREST PAYMENT	-	-	-
<b>15,150</b>	<b>15,150</b>	<b>17,611</b>	<b>TOTAL DEBT SERVICE</b>		<b>-</b>	<b>-</b>	<b>-</b>
<b>15,150</b>	<b>15,150</b>	<b>17,611</b>	<b>TOTAL PORT LOAN - AIRPORT WELL</b>		<b>-</b>	<b>-</b>	<b>-</b>
<b>*** EAST PORT LID (added FY09/10)</b>							
-	-	-	037-4400-000.31-10	2009 FFCO ADMIN FEES	-	-	-
-	-	-	037-4400-000.75-10	CAPITAL PROJECTS	-	-	-
<b>-</b>	<b>-</b>	<b>-</b>	<b>TOTAL CAPITAL OUTLAY</b>		<b>-</b>	<b>-</b>	<b>-</b>
<b>-</b>	<b>-</b>	<b>-</b>	<b>TOTAL EAST PORT LID</b>		<b>-</b>	<b>-</b>	<b>-</b>
<b>*** 7TH ST LID (added FY14/15)</b>							
359,717	-	-	037-4450-000.75-10	CAPITAL PROJECTS	-	-	-
<b>359,717</b>	<b>-</b>	<b>-</b>	<b>TOTAL CAPITAL OUTLAY</b>		<b>-</b>	<b>-</b>	<b>-</b>
<b>359,717</b>	<b>-</b>	<b>-</b>	<b>TOTAL 7TH ST LID</b>		<b>-</b>	<b>-</b>	<b>-</b>
<b>394,281</b>	<b>18,595</b>	<b>222,449</b>	<b>TOTAL CAPITAL PROJECTS FUND OPERATIONS</b>		<b>267,773</b>	<b>267,773</b>	<b>267,773</b>
55,000	105,000	-	037-9500-000.81-01	TO GENERAL FUND	-	-	-
-	26,000	-	037-9500-000.81-04	TO LIBRARY FUND	-	-	-
6,000	9,000	9,310	037-9500-000.81-21	TO STATE OFFICE BLDG FUND	9,310	9,310	9,310
<b>61,000</b>	<b>140,000</b>	<b>9,310</b>	<b>TOTAL OPERATING TRANSFERS OUT</b>		<b>9,310</b>	<b>9,310</b>	<b>9,310</b>
<b>455,281</b>	<b>158,595</b>	<b>231,759</b>	<b>TOTAL CAPITAL PROJECTS FUND EXPENSES</b>		<b>277,083</b>	<b>277,083</b>	<b>277,083</b>
<b>219,734</b>	<b>163,729</b>	<b>-</b>	<b>CAPITAL PROJECTS FUND - REVENUES LESS EXPENSES</b>		<b>-</b>	<b>-</b>	<b>-</b>

**City of The Dalles, Oregon  
Fiscal Year 2017-18 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

<b>FY14/15</b>	<b>FY15/16</b>	<b>FY16/17</b>		<b>FY17/18</b>	<b>FY17/18</b>	<b>FY17/18</b>
<b><u>Actual</u></b>	<b><u>Actual</u></b>	<b><u>Budget</u></b>	<b><u>Revenue/Cost Centers</u></b>	<b><u>Proposed</u></b>	<b><u>Approved</u></b>	<b><u>Adopted</u></b>
				<b><u>Budget</u></b>	<b><u>Budget</u></b>	<b><u>Budget</u></b>
3,510,715	3,605,838	3,553,623	<b>BEGINNING BALANCE</b>	3,494,710	3,494,710	3,494,710
714,350	286,891	3,674,555	<b>REVENUES</b>	2,176,242	2,176,242	2,176,242
70,280	42,405	3,759,430	<b>OTHER SOURCES</b>	3,729,310	3,729,310	3,729,310
<b>4,295,345</b>	<b>3,935,134</b>	<b>10,987,608</b>	<b>TOTAL RESOURCES</b>	<b>9,400,262</b>	<b>9,400,262</b>	<b>9,400,262</b>
15,345	7,207	113,511	<b>UNEMPLOYMENT RESERVE FUND</b>	106,317	106,317	106,317
2,363	-	14,714	<b>COMMUNITY BENEVOLENCE FUND</b>	12,262	12,262	12,262
461,244	174,157	10,593,791	<b>SPECIAL GRANTS FUND</b>	8,984,294	8,984,294	8,984,294
174,784	227,386	262,592	<b>STATE OFFICE BUILDING FUND</b>	292,389	292,389	292,389
<b>653,736</b>	<b>408,749</b>	<b>10,984,608</b>	<b>TOTAL EXPENDITURES</b>	<b>9,395,262</b>	<b>9,395,262</b>	<b>9,395,262</b>
50,770	3,000	3,000	<b>TRANSFER OUT</b>	5,000	5,000	5,000
-	-	-	<b>CONTINGENCY</b>	-	-	-
-	-	-	<b>UNAPPROPRIATED ENDING BAL</b>	-	-	-
<b>50,770</b>	<b>3,000</b>	<b>3,000</b>	<b>TOTAL OTHER USES</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
<b>704,506</b>	<b>411,749</b>	<b>10,987,608</b>	<b>TOTAL EXPENDS &amp; OTHER USES</b>	<b>9,400,262</b>	<b>9,400,262</b>	<b>9,400,262</b>
<b>3,590,838</b>	<b>3,523,385</b>	<b>-</b>	<b>FUND TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>

**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget**

**UNEMPLOYMENT RESERVE FUND**

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

FY14/15	FY15/16	FY16/17			FY17/18	FY17/18	FY17/18
Actual	Actual	Budget	Account Number	Account Description	Proposed Budget	Approved Budget	Adopted Budget
<b>REVENUES</b>							
54,219	53,454	82,891	010-0000-300.00-00	BEGINNING BALANCE	105,317	105,317	105,317
300	469	500	010-0000-361.00-00	INTEREST REVENUES	1,000	1,000	1,000
-	14,947	15,111	010-0000-391.01-00	GENERAL FUND	-	-	-
2,237	2,394	2,432	010-0000-391.04-00	LIBRARY FUND	-	-	-
2,182	2,138	2,375	010-0000-391.05-00	STREET FUND	-	-	-
6,255	6,235	6,414	010-0000-391.51-00	WATER UTILITY FUND	-	-	-
3,606	3,581	3,788	010-0000-391.55-00	WASTEWATER UTILITY	-	-	-
<b>68,799</b>	<b>83,218</b>	<b>113,511</b>	<b>TOTAL UNEMPLOYMENT RESERVE FUND REVENUES</b>		<b>106,317</b>	<b>106,317</b>	<b>106,317</b>
<b>EXPENDITURES</b>							
15,345	7,207	113,511	010-1000-000.25-00	UNEMPLOYMENT EXPENSES	106,317	106,317	106,317
<b>15,345</b>	<b>7,207</b>	<b>113,511</b>	<b>TOTAL PERSONNEL SERVICE</b>		<b>106,317</b>	<b>106,317</b>	<b>106,317</b>
<b>15,345</b>	<b>7,207</b>	<b>113,511</b>	<b>TOTAL UNEMPLOYMENT RESERVE FUND EXPENSES</b>		<b>106,317</b>	<b>106,317</b>	<b>106,317</b>
<b>53,454</b>	<b>76,011</b>	<b>-</b>	<b>UNEMPLOYMENT FUND - REVENUES LESS EXPENSES</b>		<b>-</b>	<b>-</b>	<b>-</b>

## COMMUNITY BENEVOLENCE FUND

FY14/15	FY15/16	FY16/17		Account	FY17/18	FY17/18	FY17/18
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
<b>REVENUES</b>							
12,915	12,613	12,614	011-0000-300.00-00	BEGINNING BALANCE	12,162	12,162	12,162
61	70	100	011-0000-361.00-00	INTEREST REVENUES	100	100	100
2,000	-	2,000	011-0000-365.15-00	GIFTS/DONATIONS - WAR MEMORIAL	-	-	-
-	-	-	011-0000-369.00-00	OTHER MISC. REVENUES	-	-	-
<b>14,976</b>	<b>12,684</b>	<b>14,714</b>	<b>TOTAL COMMUNITY BENEVOLENCE FUND REVENUES</b>		<b>12,262</b>	<b>12,262</b>	<b>12,262</b>
<b>EXPENDITURES</b>							
2,363	-	-	011-1200-000.60-85	SPECIAL DEPT SUPPLIES	-	-	-
<b>2,363</b>	<b>-</b>	<b>-</b>	<b>TOTAL MATERIALS AND SERVICES</b>		<b>-</b>	<b>-</b>	<b>-</b>
<b>2,363</b>	<b>-</b>	<b>-</b>	<b>TOTAL VIETNAM MEMORIAL</b>		<b>-</b>	<b>-</b>	<b>-</b>
-	-	14,714	011-1500-000.60-85	SPECIAL DEPT SUPPLIES	12,262	12,262	12,262
<b>-</b>	<b>-</b>	<b>14,714</b>	<b>TOTAL MATERIALS AND SERVICES</b>		<b>12,262</b>	<b>12,262</b>	<b>12,262</b>
-	-	-	011-1500-000.73-30	IMPRVMTS OTHER THAN BLDGS	-	-	-
<b>-</b>	<b>-</b>	<b>-</b>	<b>TOTAL CAPITAL OUTLAY</b>		<b>-</b>	<b>-</b>	<b>-</b>
<b>-</b>	<b>-</b>	<b>14,714</b>	<b>TOTAL WAR MEMORIAL FUND</b>		<b>12,262</b>	<b>12,262</b>	<b>12,262</b>
<b>2,363</b>	<b>-</b>	<b>14,714</b>	<b>TOTAL COMMUNITY BENEVOLENT FUND EXPENSES</b>		<b>12,262</b>	<b>12,262</b>	<b>12,262</b>
<b>12,613</b>	<b>12,684</b>	<b>-</b>	<b>COMMUNITY BENEVOLENT FUND - REVENUES LESS EXPE</b>		<b>-</b>	<b>-</b>	<b>-</b>



**City of The Dalles, Oregon  
Fiscal Year 2017-18 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.

**2017-18 Goals, Projects, and Highlights**

- Review and re-evaluate the 1<sup>st</sup> Street Urban Renewal Treatment, and the Washington/Federal Street Plaza Project.
- Granada Block redevelopment.
- \$5,000 of SHPO is being transferred to the General Fund to help support this year's Capital expenditures.
- Complete Housing and Land Assessments.

**2016-17 Accomplishments/Comments**

- Completion of Downtown WiFi system Phase 6 & 7.
- Sale of the Granada Theatre.

**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 2<sup>nd</sup> Street Gateway.
- 3rd Street Streetscape

**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget  
SPECIAL GRANTS FUND**

FY14/15 Actual	FY15/16 Actual	FY16/17 Budget	Account Number	Account Description	FY17/18 Proposed Budget	FY17/18 Approved Budget	FY17/18 Adopted Budget
<b>REVENUES</b>							
3,445,747	3,496,322	3,441,719	018-0000-300.00-00	BEGINNING BALANCE	3,307,460	3,307,460	3,307,460
374,042	-	-	018-0000-331.15-00	FED GRANTS - CDBG HOUSING 2007	-	-	-
-	-	-	018-0000-331.31-30	FEDERAL GRANTS-EDA	-	-	-
25,950	7,720	1,170,000	018-0000-331.90-00	FEDERAL GRANTS-MISC	1,170,000	1,170,000	1,170,000
-	-	-	018-0000-334.25-00	ODOT GRANTS	-	-	-
-	-	30,000	018-0000-334.35-00	LCDC GRANT - STATE	15,000	15,000	15,000
-	-	-	018-0000-334.40-00	OIB GRANT	-	-	-
1,000	8,600	52,930	018-0000-334.90-00	STATE GRANTS, OTHER	61,930	61,930	61,930
97,910	43,200	96,511	018-0000-336.10-00	PRIVATE SECTOR GRANTS	-	-	-
-	-	1,450,800	018-0000-336.20-00	PRIVATE PARTICIPATION PARKING	-	-	-
-	-	-	018-0000-336.30-00	NON-PROFIT GRANTS	-	-	-
-	-	620,331	018-0000-337.10-00	URBAN RENEWAL	689,904	689,904	689,904
-	-	-	018-0000-337.40-00	QLIFE CONTRIBUTION	-	-	-
-	-	-	018-0000-337.65-00	NWC PUD GRANT	-	-	-
13,687	15,843	14,500	018-0000-361.00-00	INTEREST REVENUES	25,000	25,000	25,000
-	-	-	018-0000-369.00-00	OTHER MISC. REVENUES	-	-	-
-	-	-	018-0000-391.01-00	TRANSFERS FROM GENERAL	-	-	-
50,000	4,110	-	018-0000-391.13-00	TRANSFERS FROM TRANS SYS RSRV	-	-	-
-	-	3,720,000	018-0000-393.10-00	LOAN/BOND PROCEEDS	3,720,000	3,720,000	3,720,000
<b>4,008,336</b>	<b>3,575,794</b>	<b>10,596,791</b>	<b>TOTAL SPECIAL GRANTS FUND REVENUES</b>		<b>8,989,294</b>	<b>8,989,294</b>	<b>8,989,294</b>
<b>EXPENDITURES</b>							
<b>*** CDBG/ MID COLUMBIA HOUSING</b>							
374,042	-	-	018-2500-000.39-00	OTHER CONTRACTUAL SVCS	-	-	-
<b>374,042</b>	<b>-</b>	<b>-</b>	<b>TOTAL MATERIALS &amp; SERVICES</b>		<b>-</b>	<b>-</b>	<b>-</b>
<b>374,042</b>	<b>-</b>	<b>-</b>	<b>TOTAL CDBG/ MID COLUMBIA HOUSING</b>		<b>-</b>	<b>-</b>	<b>-</b>
<b>*** UGB/NSA BOUNDARY AMENDMENT</b>							
-	-	-	018-2627-000.39-00	OTHER CONTRACTUAL SERV	-	-	-
<b>-</b>	<b>-</b>	<b>-</b>	<b>TOTAL MATERIALS &amp; SERVICES</b>		<b>-</b>	<b>-</b>	<b>-</b>
<b>-</b>	<b>-</b>	<b>-</b>	<b>TOTAL UGB/NSA BOUNDARY AMENDMENT</b>		<b>-</b>	<b>-</b>	<b>-</b>
<b>*** TRANSPORTATION SYSTEM PLAN (TSP)</b>							
-	54,108	-	018-2630-000.39-00	OTHER CONTRACTUAL SERV	-	-	-
<b>-</b>	<b>54,108</b>	<b>-</b>	<b>TOTAL MATERIALS &amp; SERVICES</b>		<b>-</b>	<b>-</b>	<b>-</b>
<b>-</b>	<b>54,108</b>	<b>-</b>	<b>TOTAL TRANSPORTATION SYSTEM PLAN (TSP)</b>		<b>-</b>	<b>-</b>	<b>-</b>
<b>*** SHPO/CERT LOC GOVT</b>							
-	3,789	1,000	018-2700-000.31-10	CONTRACTUAL SERVICES	8,000	8,000	8,000
-	2,000	-	018-2700-000.69-90	OTHER	-	-	-
<b>-</b>	<b>5,789</b>	<b>1,000</b>	<b>TOTAL MATERIALS AND SERVICES</b>		<b>8,000</b>	<b>8,000</b>	<b>8,000</b>
<b>-</b>	<b>5,789</b>	<b>1,000</b>	<b>TOTAL SHPO/CERT LOC GOVT</b>		<b>8,000</b>	<b>8,000</b>	<b>8,000</b>
<b>*** HOUSING / LAND NEEDS ASSESSMENT</b>							
-	3,450	55,000	018-2800-000.31-10	CONTRACTUAL SERVICES	-	-	-
-	-	-	018-2800-000.69-90	OTHER	-	-	-
<b>-</b>	<b>3,450</b>	<b>55,000</b>	<b>TOTAL MATERIALS AND SERVICES</b>		<b>-</b>	<b>-</b>	<b>-</b>
<b>-</b>	<b>3,450</b>	<b>55,000</b>	<b>TOTAL HOUSING/LAND NEEDS ASSESSMENT</b>		<b>-</b>	<b>-</b>	<b>-</b>

## SPECIAL GRANTS FUND (continued)

FY14/15 Actual	FY15/16 Actual	FY16/17 Budget	Account Number	Account Description	Proposed Budget	Approved Budget	Adopted Budget
			<b>*** TUNNEL PROJECT</b>				
6,432	1,741	4,537,049	018-2900-000.75-10	CAPITAL PROJECTS	4,617,033	4,617,033	4,617,033
<b>6,432</b>	<b>1,741</b>	<b>4,537,049</b>	<b>TOTAL CAPITAL OUTLAY</b>		<b>4,617,033</b>	<b>4,617,033</b>	<b>4,617,033</b>
<b>6,432</b>	<b>1,741</b>	<b>4,537,049</b>	<b>TOTAL TUNNEL PROJECT</b>		<b>4,617,033</b>	<b>4,617,033</b>	<b>4,617,033</b>
			<b>*** THE DALLES DAM TOURS PROJECT</b>				
1,942	441	-	018-3300-000.74.20	VEHICLES	-	-	-
1,045	6,600	-	018-3300-000.75-10	CAPITAL OUTLAY	-	-	-
<b>2,987</b>	<b>7,041</b>	<b>-</b>	<b>TOTAL CAPITAL OUTLAY</b>		<b>-</b>	<b>-</b>	<b>-</b>
<b>2,987</b>	<b>7,041</b>	<b>-</b>	<b>TOTAL/THE DALLES DAM TOURS PROJECT</b>		<b>-</b>	<b>-</b>	<b>-</b>
			<b>*** GORGE HUB - RTP/LGGP</b>				
-	-	69,900	018-3450-000.75-10	CAPITAL PROJECTS	48,930	48,930	48,930
<b>-</b>	<b>-</b>	<b>69,900</b>	<b>TOTAL CAPITAL OUTLAY</b>		<b>48,930</b>	<b>48,930</b>	<b>48,930</b>
<b>-</b>	<b>-</b>	<b>69,900</b>	<b>TOTAL GORGE HUB - RTP/LGGP</b>		<b>48,930</b>	<b>48,930</b>	<b>48,930</b>
			<b>*** GRANADA/REC &amp; BLUE BUILDING BLOCK PROJECT</b>				
6,102	-	620,331	018-3710-000.75-10	CAPITAL PROJECTS	590,331	590,331	590,331
<b>6,102</b>	<b>-</b>	<b>620,331</b>	<b>TOTAL CAPITAL OUTLAY</b>		<b>590,331</b>	<b>590,331</b>	<b>590,331</b>
<b>6,102</b>	<b>-</b>	<b>620,331</b>	<b>TOTAL GRANADA BLOCK PROJECT</b>		<b>590,331</b>	<b>590,331</b>	<b>590,331</b>
			<b>*** PARKING STRUCTURE CONSTRUCTION</b>				
-	-	5,170,800	018-3725-000.75-10	CAPITAL PROJECTS	3,720,000	3,720,000	3,720,000
<b>-</b>	<b>-</b>	<b>5,170,800</b>	<b>TOTAL CAPITAL OUTLAY</b>		<b>3,720,000</b>	<b>3,720,000</b>	<b>3,720,000</b>
<b>-</b>	<b>-</b>	<b>5,170,800</b>	<b>TOTAL PARKING STRUCTURE CONSTRUCTION</b>		<b>3,720,000</b>	<b>3,720,000</b>	<b>3,720,000</b>
			<b>*** FLOUR MILL PROJECT</b>				
18,273	-	-	018-3800-000.75-10	CAPITAL PROJECTS	-	-	-
<b>18,273</b>	<b>-</b>	<b>-</b>	<b>TOTAL CAPITAL OUTLAY</b>		<b>-</b>	<b>-</b>	<b>-</b>
<b>18,273</b>	<b>-</b>	<b>-</b>	<b>TOTAL FLOUR MILL PROJECT</b>		<b>-</b>	<b>-</b>	<b>-</b>
			<b>*** 3RD ST. STREET SCAPE</b>				
-	-	-	018-3900-000.75-10	CAPITAL PROJECTS	-	-	-
<b>-</b>	<b>-</b>	<b>-</b>	<b>TOTAL CAPITAL OUTLAY</b>		<b>-</b>	<b>-</b>	<b>-</b>
<b>-</b>	<b>-</b>	<b>-</b>	<b>TOTAL 3RD ST. STREET SCAPE</b>		<b>-</b>	<b>-</b>	<b>-</b>
			<b>*** WIFI PROJECT</b>				
53,408	102,028	139,711	018-4700-000.75-10	CAPITAL PROJECTS	-	-	-
<b>53,408</b>	<b>102,028</b>	<b>139,711</b>	<b>TOTAL CAPITAL OUTLAY</b>		<b>-</b>	<b>-</b>	<b>-</b>
<b>53,408</b>	<b>102,028</b>	<b>139,711</b>	<b>TOTAL WIFI PROJECT</b>		<b>-</b>	<b>-</b>	<b>-</b>
<b>461,244</b>	<b>174,157</b>	<b>10,593,791</b>	<b>TOTAL SPECIAL GRANTS FUND OPERATIONS</b>		<b>8,984,294</b>	<b>8,984,294</b>	<b>8,984,294</b>
50,770	3,000	3,000	018-9500-000.81-01	TO GENERAL FUND	5,000	5,000	5,000
<b>50,770</b>	<b>3,000</b>	<b>3,000</b>	<b>TOTAL OPERATING TRANSFERS OUT</b>		<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
<b>512,014</b>	<b>177,157</b>	<b>10,596,791</b>	<b>TOTAL SPECIAL GRANTS FUND EXPENSES</b>		<b>8,989,294</b>	<b>8,989,294</b>	<b>8,989,294</b>
<b>3,496,322</b>	<b>3,398,637</b>	<b>-</b>	<b>SPECIAL GRANTS FUND - REVENUES LESS EXPENSES</b>		<b>-</b>	<b>-</b>	<b>-</b>

**City of The Dalles, Oregon  
Fiscal Year 2017-18 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.

**2017-18 Goals, Projects and Highlights**

- Replace HVAC unit
- Crack seal and stripe parking lot

**2016-17 Accomplishments/Comments**

- Remodel of second floor restrooms.
- Landscaping projects.

**City of The Dalles, Oregon  
Fiscal Year 2017-18 Budget**

**STATE OFFICE BUILDING FUND**

FY14/15	FY15/16	FY16/17		Account	FY17/18	FY17/18	FY17/18
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
				<b>REVENUES</b>			
(2,166)	43,449	16,399	021-0000-300.00-00	BEGINNING BALANCE	69,771	69,771	69,771
-	218	100	021-0000-361.01-00	INTEREST	800	800	800
73,647	69,400	70,800	021-0000-363.80-01	OPERATIONS	70,800	70,800	70,800
125,753	141,371	165,983	021-0000-363.80-02	MAINTENANCE	141,708	141,708	141,708
15,000	1,636	-	021-0000-363.80-03	DISCRETIONARY RENT	-	-	-
6,000	9,000	9,310	021-0000-391.37-00	FROM CAPITAL PROJECTS FUND	9,310	9,310	9,310
<b>218,234</b>	<b>265,074</b>	<b>262,592</b>		<b>TOTAL STATE OFFICE BUILDING FUND REVENUES</b>	<b>292,389</b>	<b>292,389</b>	<b>292,389</b>
				<b>EXPENDITURES</b>			
35,957	37,560	38,630	021-2200-000.11-00	REGULAR SALARIES	40,211	40,211	40,211
-	-	-	021-2200-000.12-00	PARTTIME/TEMP SALARIES	-	-	-
364	465	500	021-2200-000.13-00	OVERTIME SALARIES	500	500	500
11,674	15,124	16,447	021-2200-000.21-10	MEDICAL INSURANCE	17,783	17,783	17,783
227	240	243	021-2200-000.21-20	L-T DISABILITY INSURANCE	253	253	253
38	31	35	021-2200-000.21-30	LIFE INSURANCE	35	35	35
1,916	2,683	2,484	021-2200-000.21-40	WORKERS COMP INSURANCE	2,583	2,583	2,583
2,749	2,820	2,993	021-2200-000.22-00	FICA	3,114	3,114	3,114
4,854	5,097	5,215	021-2200-000.23-00	RETIREMENT	5,429	5,429	5,429
-	-	-	021-2200-000.29-00	OTHER EMPLOYEE BENEFITS	-	-	-
<b>57,779</b>	<b>64,019</b>	<b>66,547</b>		<b>TOTAL PERSONNEL SERVICE</b>	<b>69,908</b>	<b>69,908</b>	<b>69,908</b>
				<b>Total Full-Time Equivalent (FTE)</b>	<b>General Services Employees</b>		
4,916	6,837	7,000	021-2200-000.41-10	WATER & SEWER	7,000	7,000	7,000
3,503	4,901	5,698	021-2200-000.41-20	GARBAGE SERVICES	5,000	5,000	5,000
1,755	2,504	5,741	021-2200-000.41-30	NATURAL GAS	2,500	2,500	2,500
13,204	12,865	13,681	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
14,729	9,414	10,500	021-2200-000.43-10	BUILDINGS AND GROUNDS	15,000	15,000	15,000
-	-	500	021-2200-000.43-45	JOINT USE OF LABOR/EQUIP	500	500	500
91	96	300	021-2200-000.43-70	GENERAL EQUIPMENT	300	300	300
568	1,942	8,000	021-2200-000.43-72	ELECTRICAL SYSTEMS	1,500	1,500	1,500
118	27	1,000	021-2200-000.43-73	PLUMBING	1,000	1,000	1,000
3,383	3,289	13,500	021-2200-000.43-75	ELEVATORS	3,605	3,605	3,605
7,751	2,385	10,000	021-2200-000.43-77	HVAC SYSTEMS	2,000	2,000	2,000
5,270	5,206	6,090	021-2200-000.52-30	PROPERTY INSURANCE	6,090	6,090	6,090
384	384	525	021-2200-000.53-30	TELEPHONE	525	525	525
1,269	2,224	2,500	021-2200-000.60-20	JANITORIAL SUPPLIES	2,500	2,500	2,500
100	100	-	021-2200-000.69-50	MISCELLANEOUS EXPENSES	-	-	-
<b>101,227</b>	<b>96,362</b>	<b>129,222</b>		<b>TOTAL MATERIALS AND SERVICES</b>	<b>105,388</b>	<b>105,388</b>	<b>105,388</b>
15,778	67,004	12,000	021-2200-000.73-30	IMPROVEMENTS OTHER	85,000	85,000	85,000
<b>15,778</b>	<b>67,004</b>	<b>12,000</b>		<b>TOTAL CAPITAL OUTLAY</b>	<b>85,000</b>	<b>85,000</b>	<b>85,000</b>
-	-	54,823	021-9500-000.88-00	CONTINGENCY	32,093	32,093	32,093
-	-	<b>54,823</b>		<b>TOTAL CONTINGENCY</b>	<b>32,093</b>	<b>32,093</b>	<b>32,093</b>
<b>174,784</b>	<b>227,386</b>	<b>262,592</b>		<b>TOTAL STATE OFFICE BUILDING EXPENSES</b>	<b>292,389</b>	<b>292,389</b>	<b>292,389</b>
<b>43,449</b>	<b>37,689</b>	-		<b>STATE OFFICE BUILDING FUND - REVENUES LESS EXPENS</b>	-	-	-

**City of The Dalles, Oregon**  
**Fiscal Year 2017-18 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.

**2017-18 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 1<sup>st</sup> 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 1<sup>st</sup>, 3<sup>rd</sup>, 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.

**2016-17 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 2017-18 Budget**

**DEBT SERVICE FUND SUMMARY**

	<b>FY14/15</b>	<b>FY15/16</b>	<b>FY16/17</b>		<b>FY17/18</b>	<b>FY17/18</b>	<b>FY17/18</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Revenue/Cost Centers</b>	<b>Proposed</b>	<b>Approved</b>	<b>Adopted</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>		<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
	726,802	780,855	315,330	<b>BEGINNING BALANCE</b>	250,960	250,960	250,960
	1,003,748	1,071,715	1,076,791	<b>REVENUES</b>	1,076,275	1,076,275	1,076,275
	1,435,965	1,439,479	1,440,448	<b>OTHER SOURCES</b>	1,513,028	1,513,028	1,513,028
	<b>3,166,515</b>	<b>3,292,049</b>	<b>2,832,569</b>	<b>TOTAL RESOURCES</b>	<b>2,840,263</b>	<b>2,840,263</b>	<b>2,840,263</b>
	25,198	209,477	238,657	<b>AIRPORT DEBT SERVICE FUND</b>	237,407	237,407	237,407
	561,805	966,205	565,005	<b>WATER REVENUE BOND</b>	563,406	563,406	563,406
	300,930	302,530	303,731	<b>FFCO 2008 DEBT SERVICE FUND</b>	304,530	304,530	304,530
	945,763	946,063	945,863	<b>FFCO 2009 DEBT SERVICE FUND</b>	949,863	949,863	949,863
	551,965	552,385	551,845	<b>WASTEWATER REVENUE BOND</b>	555,316	555,316	555,316
	<b>2,385,660</b>	<b>2,976,659</b>	<b>2,605,101</b>	<b>TOTAL EXPENDITURES</b>	<b>2,610,522</b>	<b>2,610,522</b>	<b>2,610,522</b>
	-	-	227,468	<b>RATE STABILIZATON RESERVES</b>	229,741	229,741	229,741
	-	-	227,468	<b>TOTAL OTHER USES</b>	229,741	229,741	229,741
	<b>2,385,660</b>	<b>2,976,659</b>	<b>2,832,569</b>	<b>TOTAL EXPENDS &amp; OTHER USES</b>	<b>2,840,263</b>	<b>2,840,263</b>	<b>2,840,263</b>
	<b>780,855</b>	<b>315,390</b>	<b>-</b>	<b>FUND TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>

**City of The Dalles, Oregon  
Fiscal Year 2017-18 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.

FY14/15	FY15/16	FY16/17		Account	FY17/18	FY17/18	FY17/18
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
<b>REVENUES</b>							
102,827	155,737	89,037	062-0000-300.00-00	BEGINNING BALANCE	23,530	23,530	23,530
537	723	700	062-0000-361.00-00	INTEREST REVENUES	1,800	1,800	1,800
77,571	141,885	148,920	062-0000-363.50-00	PROPERTY RENTALS	143,640	143,640	143,640
-	-	-	062-0000-391.61-00	TRANSFER FROM AIRPORT FUND	68,437	68,437	68,437
<b>180,935</b>	<b>298,345</b>	<b>238,657</b>	<b>TOTAL AIRPORT DEBT SERV FUND REVENUES</b>		<b>237,407</b>	<b>237,407</b>	<b>237,407</b>
<b>EXPENDITURES</b>							
-	50,000	75,000	062-6100-000.79-15	BOND PRINCIPAL	75,000	75,000	75,000
-	100,826	78,425	062-6100-000.79-25	BOND INTEREST	76,925	76,925	76,925
25,000	25,000	25,000	062-6100-000.79-50	PRINCIPAL PMTS - K. CO. 11/1/12	25,000	25,000	25,000
198	25,000	350	062-6100-000.79-60	INTEREST PMTS - K. CO. 11/1/12	25,000	25,000	25,000
-	276	25,000	062-6100-000.79-55	PRINCIPAL PMTS - K. CO. CERB LOAN	275	275	275
-	8,375	6,500	062-6100-000.79-65	INTEREST PMTS - K. CO. CERB LOAN	6,375	6,375	6,375
-	-	28,382	062-6100-000.79-80	RSRV FOR FUTURE DEBT	28,832	28,832	28,832
<b>25,198</b>	<b>209,477</b>	<b>238,657</b>	<b>TOTAL DEBT SERVICE</b>		<b>237,407</b>	<b>237,407</b>	<b>237,407</b>
<b>25,198</b>	<b>209,477</b>	<b>238,657</b>	<b>TOTAL AIRPORT DEBT SERVICE FUND EXPENSES</b>		<b>237,407</b>	<b>237,407</b>	<b>237,407</b>
<b>155,737</b>	<b>88,868</b>	<b>-</b>	<b>AIRPORT DEBT SERVICE FUND - REVENUE LESS EXPENSE</b>		<b>-</b>	<b>-</b>	<b>-</b>

**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

FY14/15	FY15/16	FY16/17		Account	FY17/18	FY17/18	FY17/18
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
<b>REVENUES</b>							
400,000	400,000	-	041-0000-300.00-00	BEGINNING BALANCE	-	-	-
-	-	-	041-0000-361.00-00	INTEREST REVENUES	-	-	-
561,805	566,205	565,005	041-0000-391.53-00	WATER DEPT CAP RESERVE FUND	563,406	563,406	563,406
<b>961,805</b>	<b>966,205</b>	<b>565,005</b>	<b>TOTAL WATER REVENUE BOND REVENUES</b>		<b>563,406</b>	<b>563,406</b>	<b>563,406</b>
<b>EXPENDITURES</b>							
265,000	280,000	290,000	041-4100-000.79-15	BOND PRINCIPAL	300,000	300,000	300,000
296,805	286,205	275,005	041-4100-000.79-25	BOND INTEREST	263,406	263,406	263,406
<b>561,805</b>	<b>566,205</b>	<b>565,005</b>	<b>TOTAL DEBT SERVICE</b>		<b>563,406</b>	<b>563,406</b>	<b>563,406</b>
-	400,000	-	041-9500-000.81-53	TO WATER DEPT CAP RESERVE FUND	-	-	-
-	<b>400,000</b>	-	<b>TOTAL OPERATING TRANSFERS OUT</b>		<b>-</b>	<b>-</b>	<b>-</b>
<b>561,805</b>	<b>966,205</b>	<b>565,005</b>	<b>TOTAL WATER REVENUE BOND EXPENSES</b>		<b>563,406</b>	<b>563,406</b>	<b>563,406</b>
<b>400,000</b>	<b>-</b>	<b>-</b>	<b>WATER REVENUE BOND - REVENUES LESS EXPENSES</b>		<b>-</b>	<b>-</b>	<b>-</b>



**City of The Dalles, Oregon  
Fiscal Year 2017-18 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

FY14/15	FY15/16	FY16/17			FY17/18	FY17/18	FY17/18
Actual	Actual	Budget	Account Number	Account Description	Proposed Budget	Approved Budget	Adopted Budget
				<b>REVENUES</b>			
-	-	-	043-0000-300.00-00	BEGINNING BALANCE			
-	-	-	043-0000-361.00-00	INTEREST REVENUES			
123,260	123,916	124,408	043-0000-363.80-00	STATE OFFICE BLDG INCOME	124,735	124,735	124,735
59,223	59,538	59,774	043-0000-391.05-00	FROM STREET FUND	59,931	59,931	59,931
59,223	59,538	59,774	043-0000-391.51-00	FROM WATER UTILITY FUND	59,932	59,932	59,932
59,224	59,538	59,775	043-0000-391.55-00	FROM WASTEWATER UTILITY FUND	59,932	59,932	59,932
<b>300,930</b>	<b>302,530</b>	<b>303,731</b>		<b>TOTAL FFCO 2008 DEBT SVC FUND REVENUES</b>	<b>304,530</b>	<b>304,530</b>	<b>304,530</b>
				<b>EXPENDITURES</b>			
210,000	220,000	230,000	043-4300-000.79-50	PRINCIPAL PMTS	240,000	240,000	240,000
90,930	82,530	73,731	043-4300-000.79-60	INTEREST PMTS	64,530	64,530	64,530
<b>300,930</b>	<b>302,530</b>	<b>303,731</b>		<b>TOTAL DEBT SERVICE</b>	<b>304,530</b>	<b>304,530</b>	<b>304,530</b>
<b>300,930</b>	<b>302,530</b>	<b>303,731</b>		<b>TOTAL FFCO 2008 DEBT SVC FUND EXPENSES</b>	<b>304,530</b>	<b>304,530</b>	<b>304,530</b>
-	-	-		<b>FFCO 2008 DEBT SVC FUND - REVENUES LESS EXPENSES</b>	-	-	-

**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

FY14/15	FY15/16	FY16/17			FY17/18	FY17/18	FY17/18
Actual	Actual	Budget	Account Number	Account Description	Proposed Budget	Approved Budget	Adopted Budget
				<b>REVENUES</b>			
-	-	-	044-0000-300.00-00	BEGINNING BALANCE			
801,238	803,788	801,588	044-0000-332.50-00	FROM URBAN RENEWAL	803,788	803,788	803,788
-	-	-	044-0000-361.00-00	INTEREST REVENUES	-	-	-
104,347	102,723	104,167	044-0000-391.36-00	FROM SPECIAL ASSESSMENT FUND	105,466	105,466	105,466
33,096	32,581	33,039	044-0000-391.53-00	FROM WA CAPITAL RESERVE FUND	33,451	33,451	33,451
7,082	6,971	7,069	044-0000-391.56-00	FROM SW SPECIAL RESERVE FUND	7,158	7,158	7,158
<b>945,763</b>	<b>946,063</b>	<b>945,863</b>		<b>TOTAL FFCO 2009 DEBT SVC FUND REVENUES</b>	<b>949,863</b>	<b>949,863</b>	<b>949,863</b>
				<b>EXPENDITURES</b>			
490,000	505,000	525,000	044-4300-000.79-50	PRINCIPAL PMTS	550,000	550,000	550,000
455,763	441,063	420,863	044-4300-000.79-60	INTEREST PMTS	399,863	399,863	399,863
<b>945,763</b>	<b>946,063</b>	<b>945,863</b>		<b>TOTAL DEBT SERVICE</b>	<b>949,863</b>	<b>949,863</b>	<b>949,863</b>
<b>945,763</b>	<b>946,063</b>	<b>945,863</b>		<b>TOTAL 2009 FFCO DEBT SVC FUND EXPENSES</b>	<b>949,863</b>	<b>949,863</b>	<b>949,863</b>
-	<b>1</b>	-		<b>2009 FFCO DEBT SVC FUND - REVENUES LESS EXPENSES</b>	-	-	-

**City of The Dalles, Oregon  
Fiscal Year 2017-18 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

FY14/15	FY15/16	FY16/17			FY17/18	FY17/18	FY17/18
Actual	Actual	Budget	Account Number	Account Description	Proposed Budget	Approved Budget	Adopted Budget
<b>REVENUES</b>							
223,976	225,118	226,293	058-0000-300.00-00	BEGINNING BALANCE	227,430	227,430	227,430
1,142	1,404	1,175	058-0000-361.00-00	INTEREST REVENUES	2,312	2,312	2,312
551,965	552,385	551,845	058-0000-391.57-00	WASTEWATER CONST	555,315	555,315	555,315
<b>777,083</b>	<b>778,907</b>	<b>779,313</b>	<b>TOTAL WASTEWATER PLANT DEBT SVC FUND REVENUES</b>		<b>785,057</b>	<b>785,057</b>	<b>785,057</b>
<b>EXPENDITURES</b>							
405,000	420,000	435,000	058-5800-000.79-15	BOND PRINCIPAL	455,000	455,000	455,000
146,965	132,385	116,845	058-5800-000.79-25	BOND INTEREST	100,316	100,316	100,316
<b>551,965</b>	<b>552,385</b>	<b>551,845</b>	<b>TOTAL DEBT SERVICE</b>		<b>555,316</b>	<b>555,316</b>	<b>555,316</b>
-	-	227,468	058-9500-000.88-10	RATE STABILIZATION ACCT	229,741	229,741	229,741
<b>-</b>	<b>-</b>	<b>227,468</b>	<b>TOTAL RESERVE</b>		<b>229,741</b>	<b>229,741</b>	<b>229,741</b>
<b>551,965</b>	<b>552,385</b>	<b>779,313</b>	<b>TOTAL WASTEWATER PLANT DEBT SVC FUND EXPENSES</b>		<b>785,057</b>	<b>785,057</b>	<b>785,057</b>
<b>225,118</b>	<b>226,522</b>	<b>-</b>	<b>WASTEWATER PLANT DEBT SVC FUND - REVENUES LESS 1</b>		<b>-</b>	<b>-</b>	<b>-</b>

**City of The Dalles, Oregon**  
**SUMMARY OF PROPERTY TAX LEVIES FOR FY17/18**

**General Fund**

	2017 Estimated Assessed Value	1,045,982,781
	Permanent Rate	x <u>0.0030155</u>
	Estimated taxes	3,154,161
	Less Compression	139,861
	Less Appeal Reserves	-
	Less uncollectible in year levied	<u>220,791</u>
	General Fund taxes to Balance Budget	<b>\$ 2,793,509</b>
<hr/>		
Total Levies		<b>\$ 3,154,161</b>
Estimated Taxes Not to be Received		<u>360,652</u>
<b>Total Taxes to Balance Budget</b>		<b><u><u>\$ 2,793,509</u></u></b>

City of The Dalles, Oregon

**DETAIL OF ADMINISTRATIVE TRANSFERS TO THE GENERAL FUND  
FROM LIBRARY AND PUBLIC WORKS FUNDS FOR FY17/18**

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	182,320	58.65%	148,345	11.65%	9,573	14.92%	12,259	14.78%	12,143	100.00%	0.00%	-	100.00%
City Clerk	147,516	87.29%	128,764	3.99%	5,886	4.33%	6,392	4.39%	6,474	100.00%	0.00%	-	100.00%
City Manager	288,507	56.33%	162,521	9.62%	27,759	17.31%	49,929	13.65%	39,384	96.91%	3.09%	8,914	100.00%
City Attorney	262,022	54.59%	143,048	9.62%	25,211	17.31%	45,346	13.65%	35,769	95.17%	4.83%	12,649	100.00%
Finance	361,352	41.01%	148,202	11.80%	42,634	23.65%	85,444	16.77%	60,602	93.23%	6.77%	24,470	100.00%
Utility Billing	208,954	0.00%	-	0.00%	-	53.50%	111,790	46.50%	97,164	100.00%	0.00%	-	100.00%
Technology	234,651	47.89%	112,371	8.69%	20,389	17.80%	41,773	16.62%	38,999	91.00%	9.00%	21,119	100.00%
Human Resources	147,881	51.72%	76,490	6.90%	10,199	18.97%	28,046	10.34%	15,298	87.93%	12.07%	17,848	100.00%
Court	215,056	100.0%	215,056	0.0%	-	0.0%	-	0.0%	-	100.00%			100.00%
Planning	582,287	100.0%	582,287	0.0%	-	0.0%	-	0.0%	-	100.00%			100.00%
Economic Development	70,007	100.00%	70,007	0.00%	-	0.00%	-	0.00%	-	100.00%		-	100.00%
Police	3,884,009	100.0%	3,884,009	0.0%	-	0.0%	-	0.0%	-	100.00%			100.00%
General Services	402,580	100.0%	402,580	0.0%	-	0.0%	-	0.0%	-	100.00%			100.00%
Code Enforcement	93,196	100.0%	93,196	0.0%	-	0.0%	-	0.0%	-	100.00%			100.00%
Dog Control	68,206	100.0%	68,206	0.0%	-	0.0%	-	0.0%	-	100.00%			100.00%
Totals	7,148,544		6,235,082		141,651		380,981		305,832			84,999	
Right of Way Planner - 1/2 of personal services costs *				58,730	19,381		19,381		19,381			-	
Infrastructure Inspector/Codes - 1/2 of personal services costs **				50,492	16,662		17,167		16,662			-	
Watershed Patrol- 1/2 of personal services costs***				60,250	-		60,250		-				
Sub Total					36,043		96,798		36,043				
<b>Total Interfund Transfer from Other Funds for Admin Services</b>					<b>177,694</b>		<b>477,779</b>		<b>341,875</b>			<b>84,999</b>	

## Appendix B

City of The Dalles, Oregon

Appendix C

ALL INTERFUND TRANSFERS FOR FY17/18

	Transferred From:													
	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	Airport Fund	Total Transfers In
<b>Transferred To:</b>														
General Fund		84,999	177,694		5,000	10,000		477,779		341,875				1,097,347
Library Fund														-
Street Fund	150,000							160,005		151,871				461,876
Unemployment Fund	-	-	-					-						-
Special Grants Fund														-
State Office Building Fund							9,310							9,310
Capital Projects Fund														-
PW Reserve Fund			58,000					76,000		120,000				254,000
Trans Sys Reserve Fund			-											-
Water Capital Reserve Fund								1,100,000						1,100,000
Water Bond Debt Svc Fund									563,406					563,406
Sewer Special Reserve Fund										245,000				245,000
Sewer Plant Construction Fund										1,450,000	375,000			1,825,000
Sewer Bond Debt Svc Fund												555,315		555,315
FFCO 2008 Debt Service Fund			59,931					59,932		59,932				179,795
2009 FFCO Debt Service Fund						105,466			33,451		7,158			146,075
Airport Fund	65,000													65,000
Airport Debt Service Fund													68,437	68,437
<b>Total Transfers Out:</b>	<b>215,000</b>	<b>84,999</b>	<b>295,625</b>	<b>-</b>	<b>5,000</b>	<b>115,466</b>	<b>9,310</b>	<b>1,873,716</b>	<b>596,857</b>	<b>2,368,678</b>	<b>382,158</b>	<b>555,315</b>	<b>68,437</b>	<b>6,570,561</b>

Appendix C

**City of The Dalles, Oregon**

**Appendix D**

**WAGE RANGES AND BUDGETED SALARIES FOR FY17/18**

GENERAL FUND SALARIES	Salary Range		Budgeted Salaries
	Low	High	
<b>Administration</b>			
City Manager	-	-	117,700
Assistant to City Manager	4,587	5,642	58,544
Dam Tour Shuttle Drivers (2 PT)	-	-	12,320
			<u>188,564</u>
<b>City Clerk</b>			
City Clerk	6,540	8,044	81,645
			<u>81,645</u>
<b>Legal and Judicial</b>			
City Attorney	-	-	111,294
Administrative Secretary	3,123	3,841	46,100
Municipal Court Clerk	3,287	3,924	49,500 (1)
Municipal Court Judge (2 PT)	-	-	29,820
Victim Witness Advocate/Asst Court Clerk (PT)	2,973	3,657	-
			<u>236,714</u>
<b>Finance</b>			
Director	6,540	8,043	81,847
Finance Specialist	4,454	5,477	53,443
Accountant in Training	3,841	4,725	56,697
Account Clerk I	2,929	3,498	41,977
Clerk	2,725	3,254	39,050
			<u>273,014</u>
<b>Personnel</b>			
HR Director	6,540	8,044	81,645
			<u>81,645</u>
<b>Planning Development</b>			
Director	6,540	8,044	93,712
Senior Planner	5,012	6,165	73,977
Associate Planner (PT - .5)	4,453	5,477	36,271
Development Inspector / Project Manager	4,453	5,477	65,728
Department Secretary	2,929	3,498	36,189
			<u>305,877</u>
<b>Police</b>			
Chief	6,736	8,284	99,419
Captain	5,867	7,217	95,399
Sergeant (4)	5,477	6,736	349,216
Patrol Officers (17)	4,506	5,361	1,092,719 (4)
Administrative Secretary	3,123	3,841	46,100
Department Secretary (1 FT = 1 PT)	3,142	3,752	44,989
Evidence Clerk (PT)	19.81/hr	24.36/hr	13,982
Secretarial (PT)	-	-	2,000
Holiday Parking Patrol (PT)	-	-	2,326
Background Check Officer (PT)	-	-	4,080
Language Incentive	-	-	3,000
Maintenance Worker (2) (Equip Operator wage range)	3,560	4,261	5,026 (3)
			<u>1,758,256</u>
<b>IT</b>			
Information Technology Manager	5,163	6,349	76,197
			<u>76,197</u>
<b>City Hall</b>			
Maintenance Worker (2) (Equip Operator wage range)	3,568	4,261	40,211 (3)
			<u>40,211</u>
<b>Codes Enforcement</b>			
Code Enforcement Officer	3,032	3,730	44,757
			<u>44,757</u>
<b>Dog Control Department</b>			
Dog Control Officer (PT)	3,032	3,730	29,071
			<u>29,071</u>

Appendix D – cont'd

LIBRARY FUND		Salary Range		Budgeted
		Low	High	Salaries
	Director	6,540	8,044	88,333
	Assistant Library Director	3,314	4,076	40,164
	Library Clerk II (5)	3,123	3,729	209,901
	Library Clerk I (2 FT + 2 PT)	2,725	3,254	128,734
	Maintenance Worker (2) (Equip Operator wage range)	3,560	4,261	15,079 (3)
	Library Page (2 PT)	9.75/hr	11.99/hr	16,114
				<u>498,325</u>
<b>SPECIAL REVENUE FUND</b>				
State Office Building				
	Maintenance Worker (2) (Equip Operator wage range)	3,560	4,261	40,211 (3)
				<u>40,211</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			
<b>PUBLIC WORKS FUNDS</b>				
		Salary Range		Budgeted
		Low	High	Salaries
	Director	6,736	8,284	99,419
	Public Works Engineer	5,985	7,362	88,333
	Project Engineer (2)	5,163	6,349	152,394
	Utilities Supervisor (2)	5,163	6,349	152,394
	Transportation Supervisor	5,163	6,349	76,197
	Regulatory Comp Supervisor	5,163	6,349	67,535
	Administrative Assistant	3,123	3,841	46,100
	Department Secretary	2,928	3,498	38,489
	Acct Clerk II	3,287	3,925	46,870
	Equipment Operator (9)	3,568	4,261	471,532
	Water Quality Manager	5,477	6,736	80,837
	Bio Lab Technician	3,952	4,720	57,769
	Lead Certified Operator (5)	-	-	18,200 (2)
	Certified Operator (20)	3,669	4,381	1,057,954 (1)
	Maintenance Worker	3,211	3,835	44,134
	Part-Time	-	-	64,140
				<u>2,562,297</u>
	(1) Includes incentive/certification pay			
	(2) Includes 10% for lead worker			



RESOLUTION NO. 17-015

**A RESOLUTION ADOPTING THE FISCAL YEAR 2017-2018 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 2, 2017, 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 22, 2017; 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 2017-2018 in the total of \$63,116,375 now on file in the office of the City Finance Director.

**Section 3. Setting Appropriations.** The amounts for the Fiscal Year beginning July 1, 2017 and for the purposes shown are hereby appropriated as follows:

<b>GENERAL FUND (001)</b>	
City Council Department	235,772
City Clerk Department	147,516
City Manager	349,425
Legal / Judicial Department	476,628
Finance / Utility Billing Department	570,188
Personnel Department	147,881
Planning Department	686,374
Police Department	3,895,962
Technology Department	218,973
City Hall / Transportation Center Department	409,468



Animal Control Department	68,206
Special Payments	619,844
Interfund Transfers	215,000
Contingency	685,065
<b>TOTAL GENERAL FUND (001) *</b>	<b>8,726,302</b>
<b>LIBRARY FUND (004)</b>	
Library Department	1,429,937
Interfund Transfers	84,999
Contingency	184,982
<b>TOTAL LIBRARY FUND (004) **</b>	<b>1,699,918</b>
<b>STREET FUND (005)</b>	
Public Works Department	1,642,707
Interfund Transfers	295,625
Contingency	92,000
<b>TOTAL STREET FUND (005)</b>	<b>2,030,332</b>
<b>PUBLIC WORKS RESERVE FUND (009)</b>	
Public Works Department	577,485
<b>TOTAL PUBLIC WORKS RESERVE FUND (009)</b>	<b>577,485</b>
<b>UNEMPLOYMENT RESERVE FUND (010)</b>	
Personnel Services	106,317
<b>TOTAL UNEMPLOYMENT RESERVE FUND (010)</b>	<b>106,317</b>
<b>COMMUNITY BENEVOLENCE FUND - VIETNAM MEMORIAL (011)</b>	
Materials & Services	12,262
<b>TOTAL COMMUNITY BENEVOLENCE FUND (011)</b>	<b>12,262</b>
<b>TRANSPORTATION SYSTEM RESERVE FUND</b>	
Public Works Department	1,223,461
Interfund Transfers	-
<b>TOTAL TRANSPORTATION SYSTEM RESERVE FUND (013)</b>	<b>1,223,461</b>
<b>SPECIAL GRANTS FUND (018)</b>	
Materials & Services	8,000
Capital Outlay	8,976,294
Interfund Transfers	5,000
<b>TOTAL SPECIAL GRANTS FUND (018)</b>	<b>8,989,294</b>
<b>STATE OFFICE BUILDING FUND (021)</b>	
State Office Building Department	260,296
Contingency	32,093
<b>TOTAL STATE OFFICE BUILDING FUND (021)</b>	<b>292,389</b>

<b>SPECIAL ASSESSMENTS FUND (036)</b>	
Materials & Services	56,700
Capital Outlay	304,863
Interfund Transfers	115,466
<b>TOTAL SPECIAL ASSESSMENTS FUND (036)</b>	<b>477,029</b>
<b>CAPITAL PROJECTS FUND (037)</b>	
Materials & Services	5,000
Capital Outlay	262,773
Debt Service	-
Interfund Transfers	9,310
<b>TOTAL CAPITAL PROJECTS FUND (037)</b>	<b>277,083</b>
<b>WATER REVENUE BOND FUND (041)</b>	
<b>Public Works Department</b>	
Debt Service	563,406
<b>TOTAL WATER REVENUE BOND FUND (041)</b>	<b>563,406</b>
<b>FFCO 2008 BOND FUND (043)</b>	
Debt Service	304,530
<b>TOTAL FFCO 2008 BOND FUND (043)</b>	<b>304,530</b>
<b>2009 FFCO BOND FUND (044)</b>	
Debt Service	949,863
<b>TOTAL 2009 FFCO BOND FUND (044)</b>	<b>949,863</b>
<b>WATER FUND (51)</b>	
<b>Public Works Department</b>	
Interfund Transfers	3,517,709
Contingency	1,873,716
	138,502
<b>TOTAL WATER FUND (051)</b>	<b>5,529,927</b>
<b>WATER CAPITAL RESERVE FUND (053)</b>	
<b>Public Works Department</b>	
Debt Service	7,521,567
Interfund Transfers	238,379
Contingency	596,444
	-
<b>TOTAL WATER CAPITAL RESERVE FUND (053)</b>	<b>8,356,390</b>
<b>WASTEWATER FUND (055)</b>	
<b>Public Works Department</b>	
Interfund Transfers	3,297,380
Contingency	2,368,678
	84,582
<b>TOTAL WASTEWATER FUND (055)</b>	<b>5,750,640</b>
<b>SEWER CAPITAL RESERVE FUND (056)</b>	
<b>Public Works Department</b>	
Interfund Transfers	2,235,980
	382,158
<b>TOTAL SEWER CAPITAL RESERVE FUND (056)</b>	<b>2,618,138</b>

<b>SEWER PLANT CONSTRUCTION FUND (057)</b>	
Public Works Department	9,407,914
Interfund Transfers	555,315
<b>TOTAL SEWER PLAN CONSTRUCTION FUND (057)</b>	<b>9,963,229</b>

<b>SEWER DEBT SERVICE FUND (058)</b>	
Public Works Department	-
Debt Service	555,316
Contingency	229,741
<b>TOTAL SEWER DEBT SERVICE FUND (058)</b>	<b>785,057</b>

<b>AIRPORT FUND (061)</b>	
Airport Department	1,779,447
Contingency	358,282
Interfund Transfers	68,437
<b>TOTAL AIRPORT FUND (061)</b>	<b>2,206,166</b>

<b>AIRPORT DEBT SERVICE FUND (062)</b>	
Airport Department	-
Debt Service	237,407
<b>TOTAL AIRPORT DEBT SERVICE FUND (062)</b>	<b>237,407</b>

**TOTAL ALL FUNDS 61,676,625**

- \* An Unappropriated Ending Fund Balance has been set for the General Fund in the amount of: 728,336
- \*\* An Unappropriated Ending Fund Balance has been set for the Library Fund in the amount of: 693,113

**TOTAL ADOPTED BUDGET 63,098,074**

**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 2017-2018 upon the assessed value of all taxable property within the City of The Dalles as of 12:01 AM, July 1, 2017.

**Subject to General Government**

	Limitation	Excluded from Limitation
<b>TOTAL TAX IMPOSED</b>	<b>\$ 3.0155 per 1,000 of assessed value</b>	<b>0</b>


**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 22nd DAY OF MAY 2017.**

Voting Yes, Councilors: Miller, Elliott, Brown, Long, Curtiss, McGlothlin  
 Voting No, Councilors: \_\_\_\_\_  
 Absent, Councilors: \_\_\_\_\_  
 Abstaining, Councilors: \_\_\_\_\_

**AND APPROVED BY THE MAYOR THIS 22nd DAY OF MAY 2017.**

SIGNED:

  
 Stephen E. Lawrence, Mayor

ATTEST:

  
 Izetta Grossman, City Clerk