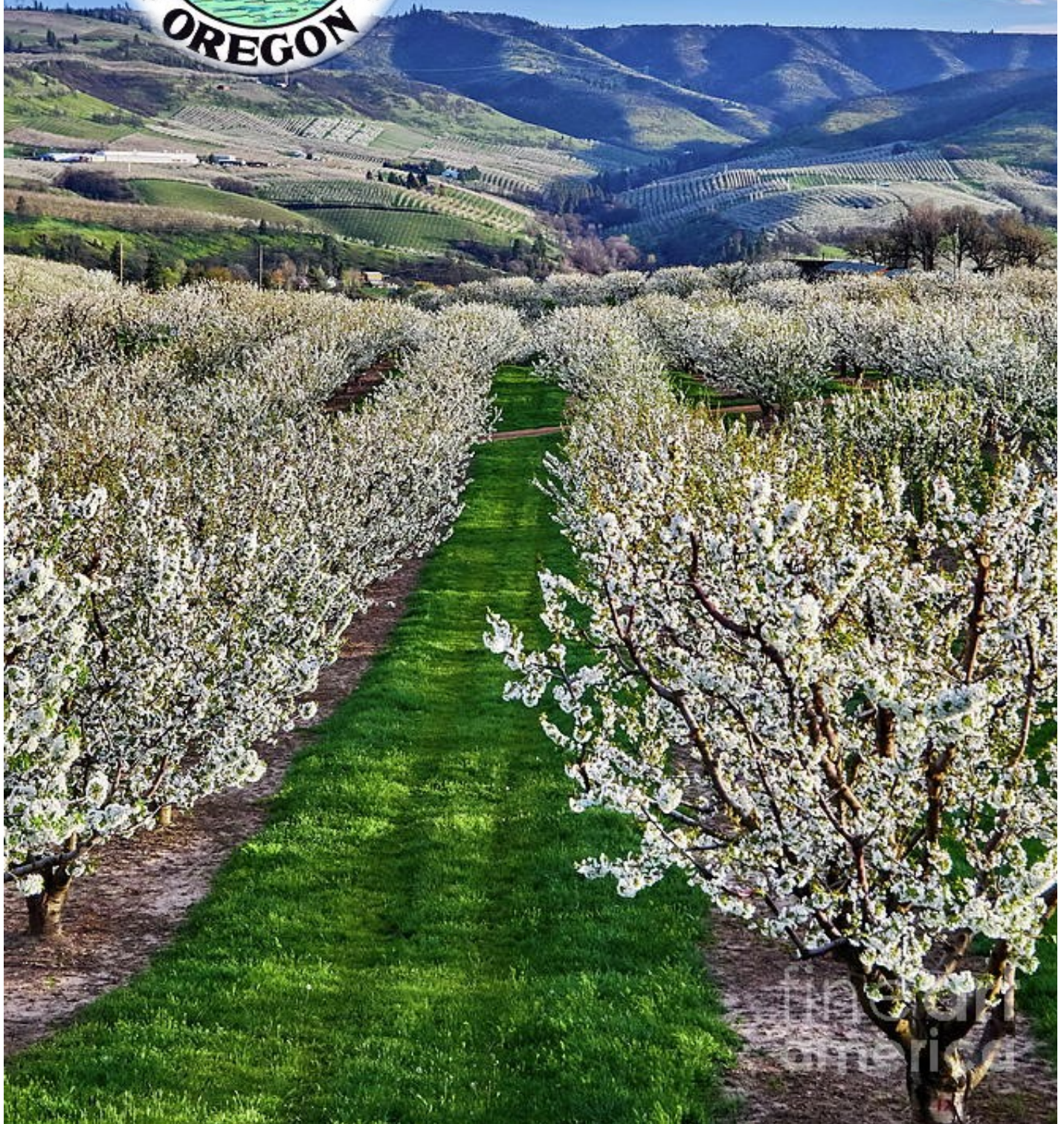




City of The Dalles, Oregon
Adopted Budget
Fiscal Year 2020-2021



CITY OF THE DALLES

ADOPTED BUDGET

Fiscal Year 2020 – 2021

City of The Dalles Budget Committee

CITY COUNCIL

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Linda Miller
Darcy Long-Curtiss
Rod Runyon

LAY MEMBERS

Solea Kabakov
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Presented By:

Julie Krueger, City Manager/Budget Officer
Rich Mays, Mayor

DEPARTMENT MANAGERS

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

City of The Dalles
313 Court St
The Dalles, OR 97058
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**CITY OF THE DALLES
FY 20/21 BUDGET**

TABLE OF CONTENTS

CITY COUNCIL 2020 BENCHMARKS
BUDGET MESSAGE I
CITY ORGANIZATIONAL FLOW CHART VIII

BUDGET SUMMARY

OVERVIEW SUMMARY OF ALL FUNDS 1

GENERAL FUND (001)

- General Fund Summary 2
- Revenues 3
- City Council 6
- City Clerk 9
- City Manager 12
- Legal 15
- Finance / Utility Billing / Judicial 18
- Human Resources 28
- Planning 32
- Economic Development 38
- Codes Enforcement 42
- Police 46
- Dog Control 52
- Technology 55
- City Hall General Services 59
- Other Financing Uses 63

LIBRARY FUND (004) 67

PUBLIC WORKS 76

- Public Works Summary 82

STREET FUNDS 83

- Summary 85
- Street Fund (005) 86
- Public Works Reserve Fund (009) 91
- Transportation System Reserve Fund (013) 91

WATER FUND (051) 93

- Summary 97
- Revenues 98
- Water Treatment Department 98
- Water Distribution Department 99
- Water Capital Reserve Fund (053) 107

WASTEWATER FUND 109

- Summary 114
- Wastewater Fund (055) 115
- Sewer Special Reserve Fund (056) 121
- Sewer Plant Construction Fund (057) 123

AIRPORT FUND	125
Summary.....	127
Airport Fund (061)	128
CAPITAL IMPROVEMENT FUNDS	132
Special Assessment Fund (036).....	133
Capital Projects Fund (037).....	136
SPECIAL REVENUE FUNDS	139
Summary.....	140
Unemployment Reserve Fund (010).....	141
Community Benevolence Fund (011).....	141
Special Grants Fund (018).....	142
State Office Building Fund (021).....	146
Special Enterprize Zone Fund (022).....	150
DEBT SERVICE FUNDS	152
Summary.....	154
Airport Debt Service Fund (062).....	155
Water Revenue Bond Fund (041).....	156
FFCO 2008 Bond Fund (043).....	157
2009 FFCO Bond Fund (044).....	157
Wastewater Facility Revenue Bond Fund (058).....	158
Utility Bond Fund (059).....	158
APPENDICES	
Summary of Property Tax Levies for FY19/20	(Appendix A) 159
Detail of Interfund Transfers	(Appendix B) 160
Wage Ranges and Salaries	(Appendix C) 161
RESOLUTION NO. 20-010 ADOPTING THE FY20/21 BUDGET	



City of The Dalles

Performance Benchmarking



The people of The Dalles are justifiably proud of their community. It has a long and valued history and continues to play a key role of North Central Oregon's social, cultural, economic, and government activities. We are passionate about our home and desire to see our community strengthen and prosper.

Nearly three decades ago, starting in 1992 the community began planning for change, and to harness such change to improve The Dalles, by creating a Vision Action Plan. This vision was updated in 2002, again in 2011, and plans are being laid to update the vision in 2018. Throughout this period, national, regional, and local dynamics have brought substantial change to our community. Our Vision can help us manage these forces and define the community that we want to become.

The City of The Dalles has a mission, has a duty, to take action in relevant areas to help our community achieve our vision. For our Vision and Mission to have an everyday meaning to us, it must be accompanied by deliberate planning efforts where we can see how our efforts will move our organization and our community forward.

This document details a framework to organize our efforts, track, and then celebrate them together.

This document is intended as a work in progress. Our mission, vision, values, and goals will evolve as our community changes although they should remain fairly constant. The objectives and strategies identified by our Departments and Divisions will require periodic review, refinement, creation, and deletion.

Detailed documents such as the Comprehensive Plan, Capital Improvement Plan, Transportation System Plan, Water Master Plan, Sewer Master Plan, Urban Renewal Agency Master Plan, Airport Master Plan, and related planning documents are integral to the support of our mission.

Our Vision

A community that has involved citizens of all ages, strong local collaboration, green spaces, a revitalized downtown, efficient government, is a commercial hub, honors our cultural diversity, has a proactive education system, has compatible neighborhoods, a far ranging transportation system, and a comprehensive medical system. (Compiled summary of VAP)

Our Mission

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

Our Goals



Our Values



Our Values are our everyday framework that guides *all* of our decision making processes, our relationships with the community, and our workplace cultural environment.

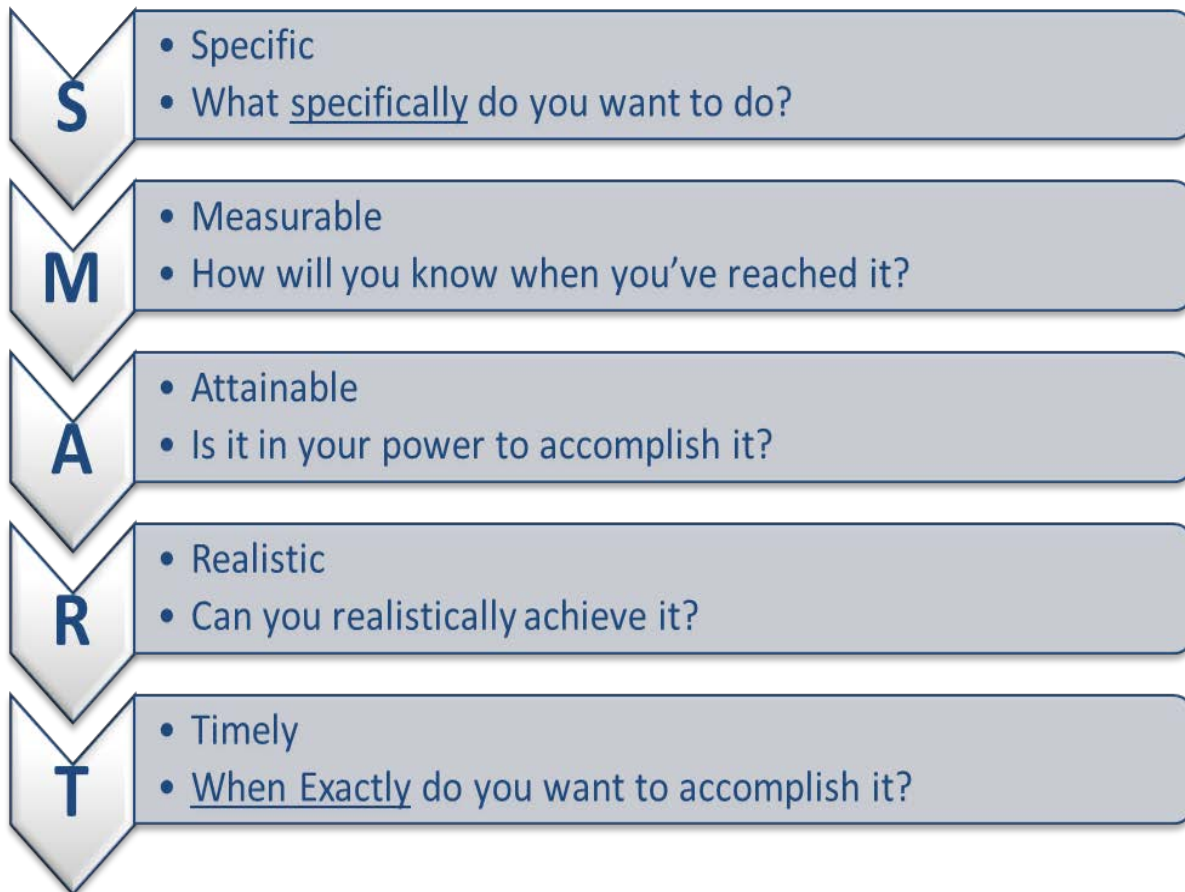
Review and Update Process

Vision, Mission, Values: Every 10 years (Community)

Goals: Every 5 years (City Council)

Objectives and Strategies: Annually (Departments craft; Reviewed by City Council)

The below image details aspects to think about when developing our goals, objectives, and strategies:



Terminology

Vision: What do the citizens want the community to become?	
Mission: What is the City's role in achieving that vision?	
Values: What guides our efforts in every situation?	
Goals: How will the City achieve the mission?	
Objectives: How will Departments achieve the goals?	
Operations and Maintenance: Ongoing Efforts	Capital: Time Definitive
Strategies: What actions will be taken to achieve the Department objectives?	Strategies: How do we effectively complete time definitive projects?
Benchmarks: What will we measure to determine if the strategy is achieving the objective and goal?	Benchmarks: What will be measured to evaluate capital projects?

Operations and Maintenance

Goals	Objectives	Strategies	Performance Benchmarks
<p>A. Provide City-wide infrastructure to support safe and well maintained streets and reliable utility systems for the citizens of The Dalles.</p> <p>A. Provide City-wide infrastructure to</p>	<p><u>IT</u></p> <ul style="list-style-type: none"> • Use electronic data gathering of City activities for productivity and efficiency analysis <p><u>Street Division</u></p> <ul style="list-style-type: none"> • Take pro-active efforts to preserve roadways <p><u>Waste Water Division</u></p> <ul style="list-style-type: none"> • Monitor Federal and State regulation changes and make necessary adjustments/improvements for waste water system compliance • Use Capacity, Management, Operation and Maintenance (CMOM) for continuous improvement and preventive actions in wastewater utility operations • Conduct activities to support 	<ul style="list-style-type: none"> ○ Extend mobile electronic record keeping and work order systems used by departments/divisions <hr/> <ul style="list-style-type: none"> ○ Develop a DCI Pavement Condition Index with matrix that helps decide what roads get work and what type of work they receive ○ Develop 5-10 year Pavement management program <hr/> <ul style="list-style-type: none"> ○ Continue to implement EPA guidance for capacity, management, operations, and maintenance program by using EPA Publication 305-B-05-002 to evaluate Capacity, Management, Operation and Maintenance (CMOM) programs ○ Develop/update existing Standard Operating Procedures for wastewater utility operations ○ Update Sanitary Sewer Overflow Prevention Program 	<ul style="list-style-type: none"> • Measure average response time of service requests before and after utilization of electronic record keeping <hr/> <ul style="list-style-type: none"> • Percentage of pavement management program completed each year <hr/> <ul style="list-style-type: none"> • Complete CMOM evaluation yearly <hr/> <ul style="list-style-type: none"> • Acceptable pH monitoring

Goals	Objectives	Strategies	Performance Benchmarks
<p>support safe and well maintained streets and reliable utility systems for the citizens of The Dalles.</p>	<p>the renewal of the City's Wastewater Treatment Plant NPDES discharge permit through Oregon DEQ</p> <p>Water Division</p> <ul style="list-style-type: none"> • Maintain yearly schedule of water meter replacement (4,810 meters total) and PRV maintenance <p>WICKS</p> <ul style="list-style-type: none"> • Provide safe water by meeting all State and Federal safety regulations <ul style="list-style-type: none"> • Conduct monthly Crow Creek Dam and Dog River Inspections <p>Administration</p> <ul style="list-style-type: none"> • Maintain infrastructure of City owned buildings and properties 	<ul style="list-style-type: none"> ○ Conduct a pH monitoring program in the Columbia River ○ Prepare a Mercury Minimization Plan <hr/> <ul style="list-style-type: none"> ○ Opportunity driven, route-by-route ○ Reserve time in early spring to facilitate ○ Explore pre-fabs for increased efficiency <hr/> <ul style="list-style-type: none"> ○ Review and update operating protocols ○ Provide training opportunities on new technology and operating protocols <hr/> <ul style="list-style-type: none"> ○ Identify possible efficiencies and additional resources that could be obtained to allow staff to conduct inspections <hr/> <ul style="list-style-type: none"> ○ Maintain yearly schedule of needed maintenance ○ Maintain standardized list of contractors who are licensed and bonded to perform work 	<p>report</p> <ul style="list-style-type: none"> • Acceptable Mercury Minimization Plan <hr/> <ul style="list-style-type: none"> • Replace 8% of water meters each year • Rebuild 12 valves each year <hr/> <ul style="list-style-type: none"> • Zero safety incidents and all inspections passed • Achieve/maintain SHARP designation • Staff has met the required 2 continuing Education Credits needed every 2 years • 11 yearly inspections completed on the Crow Creek Dam and Dog River Pipeline <hr/> <ul style="list-style-type: none"> • Yearly updated list of contractors

Goals	Objectives	Strategies	Performance Benchmarks
<p>B. Work and partner with governmental agencies and non-profits to improve coordination of services and open communication.</p>	<p><u>Administration</u></p> <ul style="list-style-type: none"> • Maintain monthly meetings between City Manager/Department heads and community partners • Communicate with community on topics and pressing issues • Expand relationship with local Tribes • Communicate timelines and schedules of developments/projects to applicable partners • Timely provision of City meeting information to partners and community 	<ul style="list-style-type: none"> ○ Setup a regular schedule of monthly meetings ○ Attend Community Outreach Team (COT) meetings ○ Review partner list each year ○ Speak to Civic Groups ○ Radio appearances ○ Request permission to have City Mayor and Manager attend Tribal meetings ○ Support Native American cultural events ○ Continue to acknowledge Tribal rights established at the commercial dock ○ Project Manager assigned to each project will identify and reach out to potential partners in advance of implementation ○ Timely provide agenda packets to partner list ○ Yearly update the partner list based on COT members and active city partnerships ○ Increase number of people who receive newsletter by adding newsletter signup option 	<ul style="list-style-type: none"> • Number of meetings attended • Monthly radio appearances • Monthly Mayors Message • 1 Civic group a quarter • Attendance of at least 1 Tribal Council meeting each year • Attendance at Tribal cultural events • Partnerships to logistically or financially support Tribal events • Opportunities identified for efficiencies • Partnerships and efficiencies reported through newsletter • Number of email receipts and email “open rates” • Number of people attending meetings

Goals	Objectives	Strategies	Performance Benchmarks
<p>B. Work and partner with governmental agencies and non-profits to improve coordination of services and open communication.</p>	<p><u>IT and Police</u></p> <ul style="list-style-type: none"> • Work with County 911 for shared dispatch services <p><u>WICKS</u></p> <ul style="list-style-type: none"> • Provide water testing services to community and partnering agencies as availability and resources permit • Work with partners to continue adult and youth hunting outings in The Dalles Watershed • Bring back the annual public tours of the Wicks Water Treatment Plant 	<ul style="list-style-type: none"> ○ Increase traffic on website and Facebook by posting agendas, press releases etc. <hr/> <ul style="list-style-type: none"> ○ Support upgrades and audit compliance, secure shared resources according to Criminal Justice Information Services (CJIS) Security Policy <hr/> <ul style="list-style-type: none"> ○ Offer testing services for irrigation water as available ○ Recoup all staff and materials cost for providing said testing ○ Share billing and payment reports between Finance and WICKS <hr/> <ul style="list-style-type: none"> ○ Work with ODFW to carry out annual controlled adult and youth Elk hunts in The Dalles watershed ○ Assemble packets/permits for hunters and facilitate check in/check out stations <hr/> <ul style="list-style-type: none"> ○ Select a day for tour and publicize 	<ul style="list-style-type: none"> • Increase in Facebook, website traffic, and newsletter readership <hr/> <ul style="list-style-type: none"> • Pass Criminal Justice Information Services Security Policy audit (Every 3 years) with little to no remediation steps needed <hr/> <ul style="list-style-type: none"> • Number of outside partners utilizing services • Cost vs revenue ratio • 95% recovery of accounts for testing provided • Adherence to providing safe water to Dalles residents as a priority <hr/> <ul style="list-style-type: none"> • 1 controlled adult hunt and 1 controlled youth hunt per year <hr/> <ul style="list-style-type: none"> • 1 yearly public tour

Goals	Objectives	Strategies	Performance Benchmarks
<p>C. Promote economic development opportunities which will provide jobs and enhance community livability.</p>	<p><u>Administration and CED</u></p> <ul style="list-style-type: none"> • Develop and manage economic development tools for the City • Conduct studies to guide community development, recruitment and retention efforts • Leverage outside resources to reduce development barriers and assist with community development <p><u>Engineering and CED</u></p> <ul style="list-style-type: none"> • Provide timely plan review 	<ul style="list-style-type: none"> ○ Manage Enterprise Zone and comply with all State requirements, conduct awareness efforts ○ Manage Vertical Housing Development Zone and comply with all State requirements, conduct awareness effort ○ Manage/assist with Urban Renewal projects ○ Update and utilize the Vision Action Plan ○ Conduct a market and an economic opportunities analysis to guide retention and recruitment efforts ○ Apply for grants to conduct items such as a Priority Brownfields Database, integration of Housing and TSP, etc. <hr/> <ul style="list-style-type: none"> ○ Develop jointly accessed database between CED and Public Works that details when plans are received, where they currently are, and status. Develop notification system when updated 	<ul style="list-style-type: none"> • Number of applicants submitted • 100% of companies with an Enterprise Zone submit timely yearly required reporting • Number of jobs created • Amount of private investment in community • Updated VAP every 10 years • Yearly review of VAP with Council and Boards • Number of grants acquired • Amount of grant funding acquired <hr/> <ul style="list-style-type: none"> • 7 day turnaround time on plan review, average of 5-6 days • Meet State processing time guidelines in 100% of cases

Goals	Objectives	Strategies	Performance Benchmarks
<p>C. Promote economic development opportunities which will provide jobs and enhance community livability.</p>	<p><u>CED</u></p> <ul style="list-style-type: none"> • Enforce City Code <p><u>Library</u></p> <ul style="list-style-type: none"> • Provide community access to equipment and education to encourage collaborative creation. • Increase Library patronage 	<ul style="list-style-type: none"> ○ Employ both responsive and pro-active code enforcement <hr/> <ul style="list-style-type: none"> ○ Develop and establish a makerspace to complement the Teen Programming and Digital Media Room <hr/> <ul style="list-style-type: none"> ○ Provide diverse collections by reviewing and updating collections with new and newly published materials ○ Provide diverse programming for the community ○ Increase/improve marketing of the Library through social media, flyers, newsletter, radio, and digital message boards 	<ul style="list-style-type: none"> • Number of yearly code complaints <hr/> <ul style="list-style-type: none"> • Number of patrons attending programs • Number of distinct programs <hr/> <ul style="list-style-type: none"> • Number of library cards • Total number of visitors for the year • Number of distinct programs • Social media following and engagement on posts • Circulation Numbers • Number of newsletters distributed, radio spots,

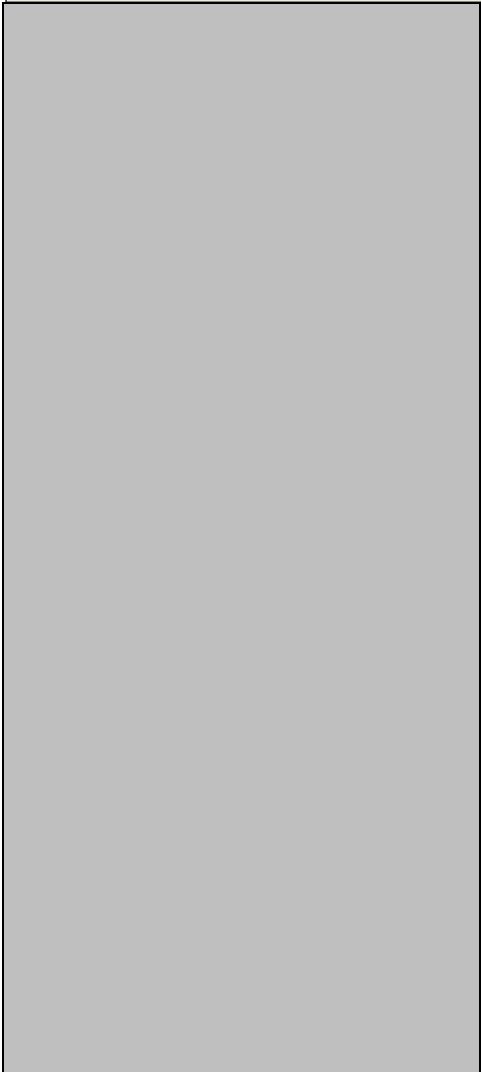
Goals	Objectives	Strategies	Performance Benchmarks
<p>D. Maintain a sustainable budget that will support City operations and capital improvements, while assuring an adequate contingency fund.</p>	<p><u>Water Division</u></p> <ul style="list-style-type: none"> • Reduce sources of lost revenue <p><u>Finance</u></p> <ul style="list-style-type: none"> • Keep City Manager, Councilors, and Department Managers informed of financial goals during decision making processes <p><u>Human Resources</u></p> <ul style="list-style-type: none"> • Reduce costs associated with workers compensation <p><u>Street Division</u></p> <ul style="list-style-type: none"> • Sustainably finance street maintenance and construction 	<ul style="list-style-type: none"> ○ Replace old and inaccurate water meters <hr/> <ul style="list-style-type: none"> ○ Updates on maintaining contingency and ending fund balance ○ Software alerts to Departments/Divisions that are close to budget limits ○ One-sheet of financial goals/requirements provided at Council dais <hr/> <ul style="list-style-type: none"> ○ Conduct safety committee meetings ○ Review previous incidents and root causes and report most common type of injury and how to prevent yearly ○ Utilize SAIF funds to improve workplace safety <hr/> <ul style="list-style-type: none"> ○ Develop a funding tool such as a street utility fee to fund department 	<ul style="list-style-type: none"> • Estimated/actual reduction in revenue loss <hr/> <ul style="list-style-type: none"> • Maintain contingency and ending fund balance • Decrease in Departments/divisions that have line items that go over budget <hr/> <ul style="list-style-type: none"> • Workers Compensation Rating Factor • Number of claims and amount of time loss <hr/> <ul style="list-style-type: none"> • Percentage of street maintenance and construction funded by its own funding means versus supplemented by other funding sources

Goals	Objectives	Strategies	Performance Benchmarks
<p>E. Encourage civic responsibility and promote health and public safety through programs, partnerships, plans, and policies</p>	<p><u>Police, City Manager & Legal</u></p> <ul style="list-style-type: none"> • Explore possible methods to address increasing crime/complaint incidents • Utilize technology to better capture obligated and non-obligated police work <p><u>Legal</u></p> <ul style="list-style-type: none"> • Utilize New Hope Court for cases involving mentally challenged individuals and cases involving alcohol and drug abuse • Provide Victim Advocacy <p><u>Police</u></p> <ul style="list-style-type: none"> • Identify patrol enforcement priorities 	<ul style="list-style-type: none"> ○ Draft and facilitate a discussion regarding an Exclusion Zone ordinance ○ Explore resources and partnerships for housing, employment, mental health, and other resources ○ Allow community service as restitution in lieu of fines ○ Explore the efficient use and integration of newly acquired tablets to better account for police activity/work ○ Partner with Center for Living to assist with medical, housing, and treatment needs of individuals ○ Inform repeat defendants that New Hope Court exists and its requirements ○ Review police reports and identify victims for outreach ○ Contact victims through phone and/or letter to inform them of available services ○ Yearly review to establish/confirm patrol enforcement priorities such as DUII, Distracted Drivers, 	<ul style="list-style-type: none"> • Reduction in crime and complaints • Increase in client participation in various resources • Aggregate community service hours • Integration of tablets in accounting for non-obligated contacts • Number of non-obligated contacts • Number of participants in the program • Percentage of participants that graduate from the program • Number of defendants that decline the service • Number of victims contacted per year • Number of victims who respond and are being provided services • Identified patrol enforcement priorities and communicate to officers, city, and community via newsletter,

Goals	Objectives	Strategies	Performance Benchmarks
<p>E. Encourage civic responsibility and promote health and public safety through programs, partnerships, plans, and policies</p>	<p><u>CED</u></p> <ul style="list-style-type: none"> • Educate the community in the control and removal of puncture vine, meter protection, snow removal, and community cleanup day • Implement parking codes/ordinances that balance enforcement and utilization of resources <p><u>Library</u></p> <ul style="list-style-type: none"> • Maintain a diverse selection of materials; paper media, digital, and special collections • Increase patronage and circulation of offered materials 	<p>Speed Enforcement, etc.</p> <ul style="list-style-type: none"> ○ Seek grants and other resources to conduct enforcement exercises ○ Public awareness through social media, newsletter, paper media, and community outreach <hr/> <ul style="list-style-type: none"> ○ Yearly postcard reminder insert in City billing ○ Door knockers ○ Block letters ○ Facebook posts ○ Hotline for standard questions and inquiries about puncture vines, etc. <ul style="list-style-type: none"> ○ Work with Police Department and legal to review and update parking codes/ordinances <hr/> <ul style="list-style-type: none"> ○ Update collections as required and documented under State guidelines ○ Explore and strengthen concept of a, “library of things” not “just” books through special grants and other partnerships <ul style="list-style-type: none"> ○ Increase marketing efforts and educational opportunities through programs ○ Maintain diverse collections 	<p>press releases, etc.</p> <ul style="list-style-type: none"> • Enforcement exercises conducted • Reduction in identified priorities <hr/> <ul style="list-style-type: none"> • Reduction in code complaints for described issues <ul style="list-style-type: none"> • Reduction in code complaints • Number of parking violations that involved police enforcement <hr/> <ul style="list-style-type: none"> • New content/materials offered at the library • Expansion of special collections <ul style="list-style-type: none"> • Program attendance • Number of new visitors, current members, new members

Goals	Objectives	Strategies	Performance Benchmarks
<p>F. Provide transparent and efficient administration of City government.</p>	<p><u>Human Resources</u></p> <ul style="list-style-type: none"> • Maintain compliance with all Federal and State regulations • Ensure cost effective recruitment for open positions • Reduce non-retirement turnover • Ensure all employees have required trainings to perform job functions • Reduce number of safety incidents 	<ul style="list-style-type: none"> ○ Review policies and procedures on a yearly basis and document using database ○ Utilize new systems, processes and software in posting positions and evaluate return on investment (ROI) ○ Provide holistic incentives for employee retention ○ Insure employees perceived risks and issue are assessed by investigation and evaluation ○ Provide continuing education and management training to staff identified through personnel evaluation ○ Utilize matrix of employee names by job function to identify needed trainings and track documentation in personnel files ○ Conduct safety committee meetings ○ Review previous incidents and root causes and report most common type of injury and how to prevent yearly 	<ul style="list-style-type: none"> • All policies are reviewed yearly and are in compliance with Federal and State regulations • Reduction/stable percentage of budget spent on hiring • Reduction/stable total cost per hire • Reduction in staff turnover due to non-retirement reasons • Increase in average length of employment • Percentage of employees who have all required trainings 25% to 90% in 3 years • Ultimate goal of 0. 45 incidents since 2013, step down to 10, 8, 7, etc. • 0.9% Safety Rating or below

Goals	Objectives	Strategies	Performance Benchmarks
<p>F. Provide transparent and efficient administration of City government.</p>	<p><u>Finance</u></p> <ul style="list-style-type: none"> • Reduce the number of phone calls and staff time spent on billing • Reduce amount of time spend on hand entered documentation/processing <p><u>Administration</u></p> <ul style="list-style-type: none"> • Improve the ability for citizens to learn and be involved about City government • Consolidation of records and consistent recording and maintenance of records per retention schedule • All resolutions, ordinances, agreements, contracts, deeds, easements, leases, and encroachment <u>paper original</u> 	<ul style="list-style-type: none"> ○ Establish capability for users to view and pay their water/sewer bill online ○ Evaluate new finance system for tools to complete transactions electronically ○ Live stream City Council meetings ○ Establish a Citizens Academy type learning course ○ Continuous use and update of records retention management software ○ Monitor uploads to retention software quarterly ○ Biannual informational meetings; reminder emails/newsletter article ○ Use of retention software auto notification system for files that need to be destroyed/deleted ○ Confirm all departments have proper record retention policies that are being followed ○ Quarterly check on 	<ul style="list-style-type: none"> • Increase in % of bills paid online • Reduction in phone calls and staff time process bills paid in person • Number of transaction types that rely on hand entered steps • Number of viewers • Increase in total volunteers across City boards and committees • Record retention policies are updated yearly • Checks completed all four quarters

Goals	Objectives	Strategies	Performance Benchmarks
	<p>filed with City Clerk</p>	<p>department uploads</p> <ul style="list-style-type: none"> ○ Annual record retention meeting with managers 	<ul style="list-style-type: none"> ● 80% manager attendance at annual meeting
	<p><u>Legal</u></p> <ul style="list-style-type: none"> ● Complete, finalize, and distribute all contracts and agreements to appropriate parties ● Reduce ticket delinquency 	<ul style="list-style-type: none"> ○ Maintain a database/tracking sheet of contracts and agreements in process ○ Develop a payment plan for all delinquent accounts ○ Send out bill reminders 	<ul style="list-style-type: none"> ● 100% of contracts and agreements finalized, distributed to appropriate parties, and properly documented ● 100% of accounts on payment plan ● Ratio of paid in full vs. payment plan

Capital Projects

Goals	Objectives	Strategies	Performance Benchmarks
<p>A. Provide City-wide infrastructure to support safe and well maintained streets and reliable utility systems for the citizens of The Dalles.</p>	<p><u>All Departments</u></p> <ul style="list-style-type: none"> • List Capital Projects necessary for the long term sustainability of the City Government and whole community. 	<p><u>All Departments</u></p> <ul style="list-style-type: none"> ○ A 5 year Capital Improvement Plan will be continually updated and executed ○ Every project has an estimated timeline, budget, and safety plan 	<ul style="list-style-type: none"> ➤ All Projects are completed within 10% of estimated timeline ➤ Projects are completed within 10% of estimated budget ➤ Projects are completed with zero safety incidents
<p>B. Work and partner with governmental agencies and non-profits to improve coordination of services and open communication.</p>			
<p>C. Promote economic development opportunities which will provide jobs and enhance community livability.</p>			
<p>D. Maintain a sustainable budget that will support City operations and capital improvements, while assuring an adequate contingency fund.</p>			
<p>E. Encourage civic responsibility and promote health and public safety through programs, partnerships, plans, and policies</p>			
<p>F. Provide transparent and efficient administration of City government.</p>			

City of The Dalles, Oregon
FISCAL YEAR 2020-21
BUDGET MESSAGE

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

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

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

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

SECTION I. CITY WIDE BUDGET ISSUES

- A. **Proposed Fiscal Policies:** Major fiscal policies reflect the Council's goal of maintaining fiscal stability of the City and enhancing coordination and communication with other local agencies. The Budget Committee needs to look at each of these areas and determine if this is the direction they wish to have the City proceed. Following is a list of the policies used to prepare the proposed budget.
- Maintain Unappropriated Ending General Fund Balance (BIP 20-004) to equal four months of net operating expenses for the General Operating Fund
 - Maintain General Fund Contingency at least at 10% (BIP 20-004)
 - Five year Capital Improvement Plans in the General, Street, Water and Wastewater/Storm Sewer Funds (BIP 20-008 and 20-009)
 - Emphasis on maintenance and capital improvements that enhance current assets and Public Works infrastructure
 - The Street Department funding will include:
 - a) Revenues restricted by state law to the operation, maintenance and construction of City streets.
 - b) Fees from underground utilities in right of way (water, sewer, natural gas)

- Administrative transfers used only as charges for services provided by receiving fund (BIP 20-007)
 - Public Works capital projects that involve construction contracts are to be budgeted in Public Works Capital Funds (BIP 20-009)
 - Legal Department: At the end of the FY2019/20 the city has selected a Contractor to provide the City Attorney Services and has completed a contract with Campbell Phillips, PC. They will provide all legal work assigned by the City Council and designated City Staff.
- B. **City's Strategic Plan**: The City's Strategic Plan, also referred to as performance benchmarking, (attached as Appendix VII) has replaced the goal setting process used in the past. The Plan includes the City's Vision, Mission, Goals, Values, Objectives, and Strategies. It allows the City to track performance benchmarks on all of our goals and objectives and provides much broader participation on the behalf of staff to help establish how to meet our goals.
- C. **Personnel Cost**: For compensation purposes, the City has four categories of employees as listed below.
- SEIU Represented General Employees. This union includes Public Works, clerical, and Library positions. The SEIU employees start their first year of a new three year contract July 1, 2020. The budget has proposed to receive a 2.5% COLA on July 1, 2020. The City's insurance premium payment increase is capped at 7% in FY20/21 for SEIU employees.
 - Police Union Employees. The three year Police Association contract is effective July 1, 2020. A 2.5% COLA increase on July 1, 2020 is included in the proposed budget, along with a cap of 7% on the maximum amount the City will pay toward insurance premium increases.
 - Exempt Employees. The proposed budget contains a 2.5% COLA as of July 1, 2020. The cap on the maximum the City will pay towards insurance premium increases at not more than 7% for FY20/21.
 - Contract Employees. The City has two contract employees: the City Manager and the Municipal Court Judge. A 2.5% 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 \$412,494 (4%) to the level of \$9,305,970. The beginning fund balance of \$4,258,699 reflects an increase of 24% (\$1,035,240) over the current year actual. Below is a list of major variances.

1. Property Taxes. We have budgeted for an assessed value with a 93% collection rate in FY2020-21. Property taxes are 23% of General Fund Revenues. This is a average of the same over last year's 23.27%.
2. Franchise Fees: This year PUD fees are estimated to increase of an average 14.06% over last year. State liquor taxes are budgeted to increase 28.46% over last year, and other franchise fees are estimated to increase slightly over last year.
3. Transient Room Taxes: We are estimating that Transient Room Tax collection will be over the amount budgeted from last year, with an estimated 13.72% increase.
4. Court Fines: We are anticipating Court Fines to start decreasing due to only having traffic court, with an estimated 59.06% decrease. This change also has given us a decrease in expenditures.
5. Marijuana Revenue: In 2020/21 we are budgeting to receive an estimated 27.42% increase in this next fiscal year.
6. Parks and Recreation District: We are estimating to receive \$8,500 in the General Fund for providing accounting services.

B. **Expenditures**: The following chart summarizes the General Fund budget difference by category. BIP 20-002 summarizes the differences by department. The General Fund operating costs (Personnel and Materials & Services) budget are proposed to decrease about 3.0% and new revenue increased 4%.

Breakdown	Current FY19/20	FY20/21 Request	\$ Difference	% Difference
General Fund Totals	12,116,935	13,564,669	1,447,734	11.9%
General Fund Breakdown	Current FY19/20	FY20/21 Request	\$ Difference	% Difference
Personnel Services	5,694,372	5,639,290	(55,082)	-1.0%
Materials & Services	2,407,337	2,360,155	(47,182)	-2.0%
Capital Outlay	137,200	177,600	40,400	29.4%
Charges for Services	743,092	811,603	68,511	9.2%
Operating Transfers Out	390,932	432,443	41,511	10.6%
Contingency/Unappropriated	2,744,002	4,143,578	1,399,576	51.0%
Total	12,116,935	13,564,669	1,447,734	11.948%

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

1. City Council: This Department's contractual services (where the City budgets several programs where we are involved with other community partners) has been decreased

by \$59,081. This year, we have budgeted \$40,000 for Fort Dalles Fourth celebration, along with Murals. We have also decreased our budget for workshops in the amount to \$15,000. An additional \$30,000 has been put in the budget for Arts and Beautification. \$30,000 is budgeted for the LINK transportation system, which is an increase of \$10,000 from last year. We have budgeted to give Youth Think \$20,000 over the \$12,000 from last year. We are budgeting a one-time sponsorship for Wall Dogs Festival and Spay/Neuter program for Home At Last. This year we have not budgeted for the Small Grants again and have budgeted more in the Tourism budget for the Chamber to provide those small grant projects.

2. Economic Development: This Department is requesting \$30,000 to fund an Urban Renewal Manager. (BIP 20-006). The Main Street contribution is proposed to be a \$25,000 amount. This Department is also budgeting for Business Attraction and Retention strategies, and Airport Business Park marketing.
3. Planning Department: The Planning Department is budgeting for a RARE Planner for the FY 2020/21(BIP 20-014). It also has budget for Housing Strategies Report Implementation and a Westside Study and Master Plan.
4. Police: The Police Department has budgeted for two marked patrol vehicles, in the amount of \$83,900 BIP (20-011). The Police Department has also budgeted for interview room video recording system, in the amount of \$16,700. The Police Department is requesting to add an additional officer in FY2020/21. Police services cost 54% of the General Fund expenditures, and exceed property tax revenue by \$1,296,132. This year Wasco County Communications expenses decreased over \$111,738. This is due to building up the budget over the last couple of years.
5. Transfer to Street Fund: This year we will be transferring \$300,000 to the Street Fund for our Streets Preventive Maintenance Program.
6. Judicial Department: We have budgeted contractual services for \$80,000 to Wasco County to support work load for Municipal Court cases that were transferred over to Wasco County in FY2019/20.

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 20-009):
 1. Street Fund (#05) - Street and Bridge Replacement Fund (#13)
 2. Water Fund (#51) - Water Capital Reserve Fund (#53)
 3. Wastewater Fund (#55) - Sewer Special Reserve Fund (#56) and Sewer Plant Construction Fund (#57)

- B. **Street Fund:** Local Gas Tax and State Shared Revenues are each projected to increase slightly compared to those budgeted in 2019/20. Local Fuel tax is expected to increase by \$5,000 over last year's budget and State Shared Revenues are projected to be about \$115,454 higher. About \$81,402 from the Northwest Natural franchise fees is being placed in this fund for the seventh year. We will be transferring \$300,000 from the General Fund into the Street Fund again this year. With this funding, a total of \$685,000 is proposed to be budgeted for street maintenance projects and another \$125,000 is budgeted for sidewalk ADA ramp upgrades. Within Fund 13, the Transportation System Reserve Fund, the proposed FY 2020/21 budget allocates funds for the reconstruction of three blocks of West 15th Street from Garrison Street to Liberty Way including ADA ramp upgrades. The Fund is banking monies for the future third phase of the Scenic Drive Stabilization project. Fund 13 also identifies \$257,367 in accumulated Transportation SDC funds that can only be used for projects that increase capacity of the transportation systems as identified in the updated Transportation System Plan (TSP).
- C. **Water Fund:** The proposed 2020/21 budget does not include any water rate increases as industrial, commercial and residential water usage is again expected to increase due to new development and increased usage by existing industries. The proposed budget anticipates that law enforcement patrol of The Dalles Municipal Watershed will occur through hiring of a seasonal part-time patrol officer by the Water Fund rather than by funding one half of a City Police officer position as was done for several years.
- D. **Water Capital Reserve Fund:** The proposed FY 2020/21 budget allocates \$10,267,977 for the permitting, design, and construction of the Dog River Pipeline Replacement project. For that project, the budget includes a tentative funding offer from the Oregon Safe Drinking Water State Revolving Fund to provide \$1,030,000 in grant funding and \$2,970,000 as a 1%, 30-year loan. The City has been awarded a \$1,000,000 grant from the Oregon Water Resources Department to help fund the project. The proposed budget identifies \$6,500,000 to construct the initial phases of an Aquifer Storage and Recovery system, the funding for which it will be provided by a private source.
- E. **Wastewater/Storm Sewer Fund:** No sewer rate increase is proposed in FY 2020/21 as industrial, commercial and residential wastewater usage is again expected to increase due to new development and increased usage by existing industries. Transfers to reserve funds have been decreased from the prior year, when there was a higher-than-normal beginning fund balance, by 42% which now reflect a sustainable level of transfers. The transfers will fund contracted wastewater treatment plant and wastewater and storm water collection system projects.
- 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 20-009). Dedicated storm water system fees are budgeted in this fund. Within the proposed budget, \$1,995,000 is allocated for the West Second Street Sanitary and Storm Sewer Project Phase 2 project, \$1,170,000 is for an upgrade to sanitary sewer lines that cross under I-84, \$250,000 is for storm water collection project in Liberty Way, and \$400,000 is identified for sanitary sewer slip-

lining projects. We will also have \$331,256 available for future sanitary sewer line projects and \$319,183 for future SDC-eligible sanitary sewer projects.

- G. **Sewer Treatment Plant Construction:** This fund includes \$1,917,800 in new money, in addition to \$495,770 in reserve money set aside in prior years for Master Plan capital improvements. This year we are budgeting \$1,477,288 to fund a project to replace the aged aeration blowers, the undersized and failing boiler, and make improvements to the configuration of the aeration basin outfalls.

SECTION IV. OTHER FUNDS

- A. **Library:** The Library Fund has been totally dependent for operating funds on the Library District for the past eight years. The District will contribute \$1,397,676 in taxes to the City in FY20/21. The District is paying the General Fund \$91,435 for administrative services (BIP 20-007).
- B. **Capital Projects Fund:** This fund will be receiving approximately \$105,400 this year from the lease with the State for the State Office Building. The remaining funds will be available for projects at the discretion of the City. This fund also has approximately \$339,720 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. (\$293,796)
 2. \$24,500 is budgeted for City Hall and Police Building HVAC replacement.
 3. Last year we established a maintenance fund for the dock for future repairs. This year we will continue to hold the amount of \$90,000 for the dock maintenance for any major capital improvements
 4. The Library has a 1963 HVAC system. Library put in \$10,000 and the City matched \$10,000 for future replacement that may cost \$210,000.
- C. **Special Grants Fund:** The Special Grants Fund includes the following projects:
1. Federal Street Plaza Grant
 2. SHPO Grant
 3. 1st Street Riverfront Connection Project

SECTION V. SUMMARY

Page 1 of this budget is an Overview Summary of all funds. The total City Budget of \$73,739,683 represents a 3% increase over last year's \$71,339,959 (as amended).

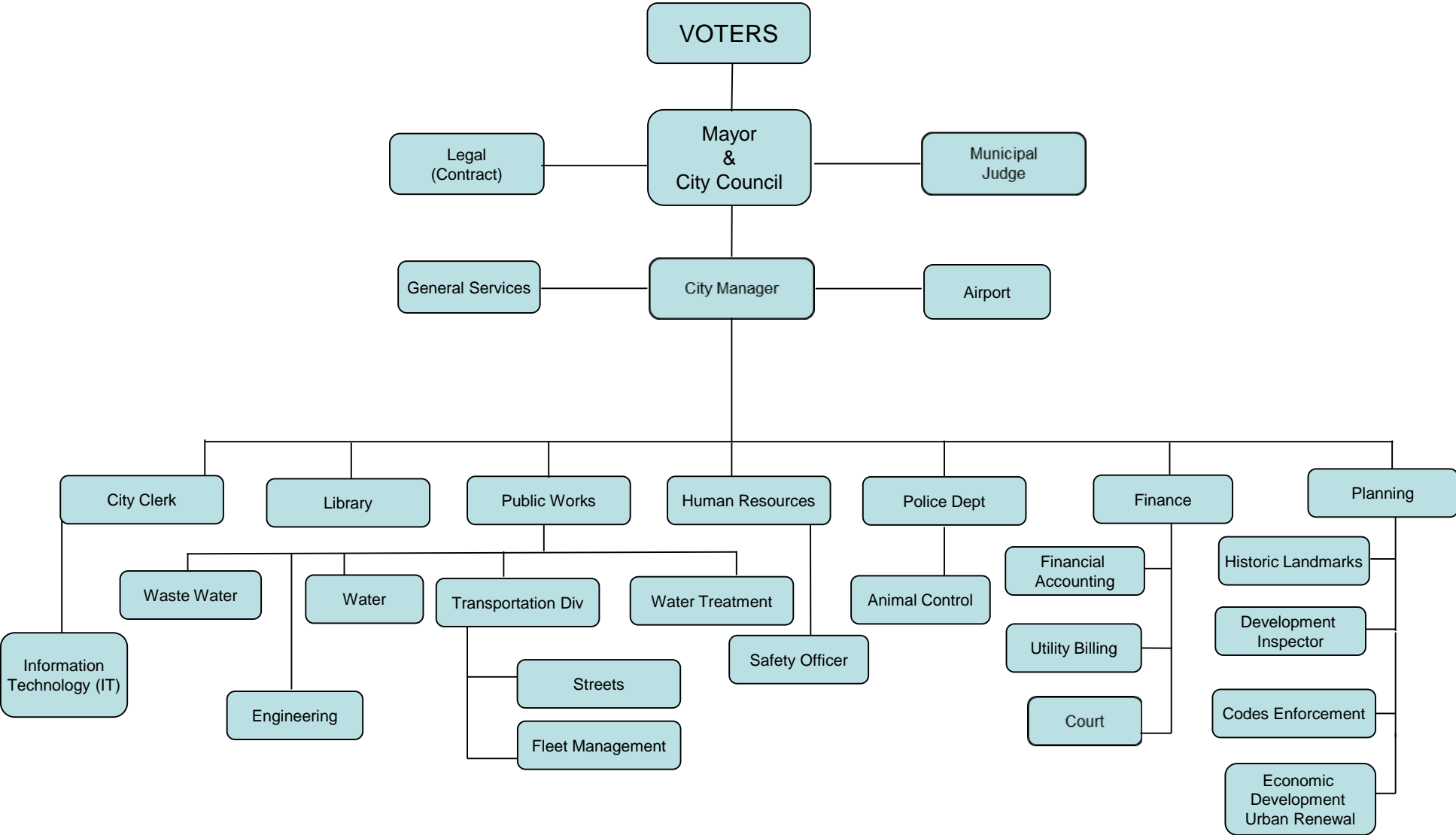
There were two funding requests this year, which are budgeted for partial funding.

YouthThink requested \$35,000 for support of a variety of programs. The proposed budget includes \$20,000 for one of the programs, noted in BIP 20-003.

LINK funding did not request a specific amount of funding, but it is proposed to keep funding at \$20,000, as was approved last year, and an additional one-time contribution of \$10,000 to provide for a bus shelter at the Veteran's Service Office.

Julie Krueger, City Manager/Budget Officer

City of The Dalles – Organizational Flow Chart



**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget
OVERVIEW SUMMARY OF ALL
FUNDS**

REVENUE/ COST CENTERS	GENERAL FUND	LIBRARY FUND	PUBLIC WORKS	AIRPORT SERVICES	CAPITAL IMPRV	SPECIAL REVENUE	DEBT SERVICE	FY20/21 BUDGET
BEGINNING BALANCE	3,897,201	1,460,087	14,121,465	543,498	865,625	3,668,654	27,831	24,584,361
REVENUES	7,889,777	1,492,753	14,159,070	1,116,361	166,095	4,113,822	2,480,441	31,418,319
OTHER SOURCES	1,139,975	-	16,228,248	115,000	10,000	44,629	327,745	17,865,597
	-	-	-	-	-	-	-	-
TOTAL RESOURCES	12,926,953	2,952,840	44,508,783	1,774,859	1,041,720	7,827,105	2,836,017	73,868,277
CITY COUNCIL	780,800							780,800
CITY CLERK	166,187							166,187
CITY MANAGER	227,474							227,474
LEGAL AND JUDICIAL	177,644							177,644
FINANCE/UTILITY BILLING	778,216							778,216
HUMAN RESOURCES	273,698							273,698
PLANNING/ECONOMIC DEV/CODES	848,193							848,193
POLICE	4,263,798							4,263,798
TECHNOLOGY	317,823							317,823
CITY HALL/TRANS CNTR	426,671							426,671
ANIMAL CONTROL	76,878							76,878
LIBRARY		1,787,938						1,787,938
STREET			3,357,557					3,357,557
WATER UTILITY SERVICES			3,979,760					3,979,760
WASTE WATER UTILITY SERV			3,571,939					3,571,939
TRANSPORTATION SYS RSRV			1,246,769					1,246,769
PUBLIC WORKS RESERVE			888,950					888,950
WATER DEPT CAP RESERVE			17,672,977					17,672,977
SEWER SPECIAL RESERVE			4,465,439					4,465,439
SEWER PLANT CONST			1,477,288					1,477,288
AIRPORT SERVICES				1,384,929				1,384,929
SPECIAL ASSESSMENTS					466,500			466,500
CAPITAL PROJECTS					436,296			436,296
FAA GRANT IMPROVEMENT FUND					-			-
UNEMPLOYMENT RESERVE FUND						95,259		95,259
COMMUNITY BENEVOLENCE FUND						8,295		8,295
SPECIAL GRANTS FUND						6,103,705		6,103,705
STATE OFFICE BLDG FUND						381,931		381,931
SPECIAL ENTERPRISE ZONE						1,162,445		1,162,445
DEBT SERVICE			238,379		15,150		2,836,017	3,089,546
TOTAL EXPENDITURES	8,337,382	1,787,938	36,899,058	1,384,929	917,946	7,751,635	2,836,017	59,914,905
SPECIAL PAYMENTS	661,603	-	-	-	-	-	-	661,603
TRANSERS OUT	432,443	104,196	7,137,118	3,974	123,774	-	-	7,801,505
CONTINGENCY	778,850	186,718	472,607	385,956	-	75,470	-	1,899,601
UNAPP ENDING FUND BAL	2,716,675	873,988	-	-	-	-	-	3,590,663
	-	-	-	-	-	-	-	-
TOTAL OTHER USES	4,589,571	1,164,902	7,609,725	389,930	123,774	75,470	-	13,953,372
	-	-	-	-	-	-	-	-
TOTALS	12,926,953	2,952,840	44,508,783	1,774,859	1,041,720	7,827,105	2,836,017	73,868,277
	-	-	-	-	-	-	-	-
FUND TOTALS	-	0	-	-	-	-	-	0

**City of The Dalles, Oregon
Fiscal Year 2020-2021 Budget
GENERAL FUND SUMMARY**

<u>FY17/18 Actual</u>	<u>FY18/19 Actual</u>	<u>FY19/20 Budget</u>	<u>Revenue/Cost Centers</u>	<u>FY20/21 Proposed Budget</u>	<u>FY20/21 Approved Budget</u>	<u>FY20/21 Adopted Budget</u>
2,597,678	3,303,094	3,223,459	BEGINNING BALANCE	4,258,699	3,897,201	3,897,201
7,154,219	7,630,591	7,703,621	REVENUES	8,165,995	7,889,777	7,889,777
1,049,319	1,065,354	1,189,855	OTHER SOURCES	1,139,975	1,139,975	1,139,975
10,801,216	11,999,039	12,116,935	TOTAL RESOURCES	13,564,669	12,926,953	12,926,953
220,814	259,068	402,981	CITY COUNCIL	343,900	780,800	780,800
144,837	141,980	158,711	CITY CLERK	173,940	166,187	166,187
330,220	352,499	306,292	CITY MANAGER	228,974	227,474	227,474
-	-	-	ECONOMIC DEVELOPMENT	-	-	-
499,199	469,327	565,642	LEGAL AND JUDICIAL	177,644	177,644	177,644
513,404	527,589	619,178	FINANCE & UTILITY BILLING	785,916	778,216	778,216
186,478	201,228	242,689	HUMAN RESOURCES	278,233	273,698	273,698
470,523	613,180	758,079	PLANNING/ECO DVLP/CODES ENF	927,545	848,193	848,193
3,688,228	3,897,809	4,417,324	POLICE	4,434,521	4,263,798	4,263,798
216,249	230,467	305,895	TECHNOLOGY DEPARTMENT	322,823	317,823	317,823
381,794	330,479	363,590	GENERAL SERVICES DEPT	426,671	426,671	426,671
-	-	-	CODES ENFORCEMENT	-	-	-
53,466	69,244	98,528	ANIMAL CONTROL	76,878	76,878	76,878
6,705,211	7,092,870	8,238,909	TOTAL EXPENDITURES	8,177,045	8,337,382	8,337,382
577,911	694,552	743,092	SPECIAL PAYMENTS	811,603	661,603	661,603
215,000	65,000	390,932	TRANSFER OUT	432,443	432,443	432,443
-	-	647,506	CONTINGENCY	815,205	778,850	778,850
-	-	2,096,496	UNAPPROPRIATED ENDING BAL	3,328,373	2,716,675	2,716,675
792,911	759,552	3,878,026	TOTAL OTHER USES	5,387,624	4,589,571	4,589,571
7,498,122	7,852,422	12,116,935	TOTAL EXPENDS & OTHER USES	13,564,669	12,926,953	12,926,953
3,303,094	4,146,617	-	FUND TOTAL	(0)	-	-
(0)	-	-		0	(0)	-

City of The Dalles, Oregon Fiscal Year 2020-21 Budget

FY17/18	FY18/19	FY19/20		Account	FY20/21	FY20/21	FY20/21
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
GENERAL FUND 001							
REVENUES							
2,597,678	3,303,094	3,223,459	001-0000-300.00-00	BEGINNING BALANCE	4,258,699	3,897,201	3,897,201
2,914,641	3,103,793	3,077,483	001-0000-311.10-00	PROPERTY TAXES-CURR	2,989,735	2,989,735	2,989,735
146,416	114,123	101,874	001-0000-311.15-00	PROPERTY TAXES-PRIOR	148,654	148,654	148,654
11,651	14,820	11,850	001-0000-311.19-00	UNSEGREGATED TAX INT	8,500	8,500	8,500
37,911	34,359	34,000	001-0000-318.10-00	SPRINT	34,335	34,335	34,335
2,113	35	25	001-0000-318.15-00	ELECTRIC LIGHT WAVE	220	220	220
25,856	24,735	26,000	001-0000-318.25-00	LIGHT SPEED NETWORK	26,500	26,500	26,500
105,978	109,271	106,251	001-0000-318.30-00	CHARTER COMMUNICATIONS	109,000	109,000	109,000
91,853	98,872	94,778	001-0000-318.40-00	THE DALLES DISPOSAL	103,526	103,526	103,526
807,020	824,988	864,276	001-0000-319.10-00	TRANSIENT ROOM TAX	958,916	624,916	624,916
269,007	274,996	288,092	001-0000-319.20-00	TRANSIENT ROOM TAX-PARKS	351,603	351,603	351,603
3,410	2,425	2,500	001-0000-320.10-00	LOCAL LIQUOR LICENSES	3,000	3,000	3,000
7,173	6,275	9,200	001-0000-320.20-00	BUILDING PERMITS	9,300	9,300	9,300
1,470	1,325	2,400	001-0000-320.30-00	SIGN PERMITS	2,600	2,600	2,600
3,380	4,293	4,160	001-0000-320.90-00	OTHER LICENSES	4,560	4,560	4,560
11,698	11,972	12,080	001-0000-330.00-00	WASCO CO - PLANNING SHARE	12,080	12,080	12,080
7,500	6,444	6,500	001-0000-330.20-00	PARKS & REC DISTRICT	8,500	8,500	8,500
-	-	5,000	001-0000-331.00-00	FEDERAL REVENUES (Police Grant)	-	-	-
159,791	165,088	187,013	001-0000-334.10-00	STATE REV SHARING	197,047	197,047	197,047
-	4,592	-	001-0000-334.60-00	DUII GRANTS	500	500	500
128,908	161,655	127,309	001-0000-335.50-00	MARIJUANA TAX	162,218	200,000	200,000
18,052	16,879	17,258	001-0000-335.60-00	STATE CIGARETTE TAX	16,747	16,747	16,747
253,993	244,769	228,314	001-0000-335.70-00	STATE LIQUOR TAXES	293,288	293,288	293,288
44,902	52,659	65,000	001-0000-337.10-00	URBAN RENEWAL	153,066	153,066	153,066
1,113,726	1,319,632	1,600,000	001-0000-337.60-00	PUD INTERGOVT	1,825,000	1,825,000	1,825,000
15,468	-	19,500	001-0000-337.80-00	QLIFE ROW FEES	19,500	19,500	19,500
2,046	1,803	2,000	001-0000-341.80-00	COPIES, PLANS, ORD'S ETC	2,000	2,000	2,000
30,617	43,897	31,000	001-0000-341.90-00	MISC SALES AND SRVCS	21,000	21,000	21,000
13,329	21,527	15,258	001-0000-343.01-00	PLANNING FEES	17,500	17,500	17,500
237,342	223,032	254,000	001-0000-351.10-00	COURT FINES/FORFEITURES	150,000	170,000	170,000
3,900	667	1,000	001-0000-351.15-00	TOWING FINES & FEES	600	600	600
52,837	82,766	51,000	001-0000-361.00-00	INTEREST REVENUES	78,000	78,000	78,000
8,752	10,902	8,500	001-0000-363.50-00	PROPERTY RENTALS	8,500	8,500	8,500
214,361	233,112	45,000	001-0000-369.00-00	OTHER MISC REVENUES	45,000	45,000	45,000
409,121	414,885	405,000	001-0000-369.10-00	ENTERPRISE ZONE PAYMENTS	405,000	405,000	405,000
84,999	80,391	102,229	001-0000-391.04-00	TRNSFR FROM LIBRARY FUND	91,435	91,435	91,435
163,587	197,427	224,993	001-0000-391.05-00	TRNSFR FROM STREET FUND	226,100	226,100	226,100
-	-	-	001-0000-391.18-00	TRNSFR FROM SPECIAL GRANTS FUND	1,520	1,520	1,520
10,000	10,000	10,000	001-0000-391.36-00	TRNSFR FROM SPCL ASSESSMENTS FUND	10,000	10,000	10,000
438,426	442,622	468,039	001-0000-391.51-00	TRNSFR FROM WATER UTILITY FUND	442,848	442,848	442,848
312,305	334,914	384,594	001-0000-391.55-00	TRNSFR FROM WASTEWATER UTILITY	368,072	368,072	368,072
40,002	-	-	001-0000-392.00-00	SALE OF FIXED ASSETS	-	-	-
10,801,216	11,999,039	12,116,935	TOTAL GENERAL FUND REVENUES		13,564,669	12,926,953	12,926,953

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	Line Item Detail	FY2021 Adopted Budget
GENERAL FUND 001						
REVENUES						
2,597,678	3,303,094	3,223,459	001-0000-300.00-00	BEGINNING BALANCE		3,897,201
2,914,641	3,103,793	3,077,483	001-0000-311.10-00	PROPERTY TAXES-CURR		2,989,735
146,416	114,123	101,874	001-0000-311.15-00	PROPERTY TAXES-PRIOR		148,654
11,651	14,820	11,850	001-0000-311.19-00	UNSEGREGATED TAX INT		8,500
37,911	34,359	34,000	001-0000-318.10-00	SPRINT		34,335
2,113	35	25	001-0000-318.15-00	ELECTRIC LIGHT WAVE		220
25,856	24,735	26,000	001-0000-318.25-00	LIGHTSPEED NETWORK		26,500
105,978	109,271	106,251	001-0000-318.30-00	CHARTER COMMUNICATIONS		109,000
91,853	98,872	94,778	001-0000-318.40-00	THE DALLES DISPOSAL	2.15 increase	103,526
807,020	824,988	864,276	001-0000-319.10-00	TRANSIENT ROOM TAX		624,916
269,007	274,996	288,092	001-0000-319.20-00	TRANSIENT ROOM TAX-PARKS		351,603
3,410	2,425	2,500	001-0000-320.10-00	LOCAL LIQUOR LICENSES		3,000
7,173	6,275	9,200	001-0000-320.20-00	BUILDING PERMITS		9,300
1,470	1,325	2,400	001-0000-320.30-00	SIGN PERMITS		2,600
3,380	4,293	4,160	001-0000-320.90-00	OTHER LICENSES		4,560
11,698	11,972	12,080	001-0000-330.00-00	WASCO CO - PLANNING SHARE		12,080
				1/2 of Senior Planner. 1215 Acres were intial UGA. 973 have been annexed out. 242 available		
7,500	6,444	6,500	001-0000-330.20-00	PARKS & REC DISTRICT		8,500
				New Contracted Services		
-	-	5,000	001-0000-331.00-00	FEDERAL REVENUES (Police Grant)		-
159,791	165,088	187,013	001-0000-334.10-00	STATE REV SHARING		197,047
				LOC Estimates FY20/21: Liquor Tax Estimate=19.79/20%=98.95X14%=\$13. Per Capita. \$13.85x14,820=205,257 Less unanticipated 4% Collected		
-	4,592	-		DUII GRANTS		500
128,908	161,655	127,309	001-0000-335.50-00	MARIJUANA TAX		200,000
				From LOC State Shared Revenue Estimates 2020- 3.51x14,820		
				City's 3% Local Tax is		
18,052	16,879	17,258	001-0000-335.60-00	STATE CIGARETTE TAX		16,747
				From LOC State Shared Revenue Estimates 2020- 1.13x14,820		
253,993	244,769	228,314	001-0000-335.70-00	STATE LIQUOR TAXES		293,288
				From LOC State Shared Revenue Estimates 2020- 19.79x14,820 2019 was 18.27		
44,902	52,659	65,000	001-0000-337.10-00	URBAN RENEWAL		153,066
1,113,726	1,319,632	1,600,000	001-0000-337.60-00	PUD INTERGOVT		1,825,000
15,468	-	19,500	001-0000-337.80-00	QLIFE ROW FEES		19,500
2,046	1,803	2,000	001-0000-341.80-00	COPIES, PLANS, ORD'S ETC		2,000
30,617	43,897	31,000	001-0000-341.90-00	MISC SALES AND SRVCS		21,000
				This is where docking fees are 145 boats are scheduled. \$135.00 to \$15.00 to water fund, resale licenses, conduits fees		
13,329	21,527	15,258	001-0000-343.01-00	PLANNING FEES		17,500
237,342	223,032	254,000	001-0000-351.10-00	COURT FINES/FORFEITURES		170,000
3,900	667	1,000	001-0000-351.15-00	TOWING FINES & FEES		600
52,837	82,766	51,000	001-0000-361.00-00	INTEREST REVENUES		78,000
8,752	10,902	8,500	001-0000-363.50-00	PROPERTY RENTALS		8,500
214,361	233,112	45,000	001-0000-369.00-00	OTHER MISC REVENUES		45,000
				This where penalties come in for TRT and Saif Refund/Dividend		

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	Line Item Detail	FY2021 Adopted Budget
409,121	414,885	405,000	001-0000-369.10-00	ENTERPRISE ZONE PAYMENTS		405,000
84,999	80,391	102,229	001-0000-391.04-00	TRNSFR FROM LIBRARY FUND		91,435
163,587	197,427	224,993	001-0000-391.05-00	TRNSFR FROM STREET FUND		226,100
-	-	-	001-0000-391.18-00	TRNSFR FROM SPECIAL GRANTS FUND		1,520
10,000	10,000	10,000	001-0000-391.36-00	TRNSFR FROM SPCL ASSESSMENTS FUND		10,000
-	-	-	001-0000-391.37-00	TRNSFR FROM CAPITAL PROJECT FUND		-
438,426	442,622	468,039	001-0000-391.51-00	TRNSFR FROM WATER UTILITY FUND		442,848
312,305	334,914	384,594	001-0000-391.55-00	TRNSFR FROM WASTEWATER UTILITY		368,072
40,002	-	-	001-0000-392.00-00	SALE OF FIXED ASSETS		
10,801,216	11,999,039	12,116,935	TOTAL GENERAL FUND REVENUES			12,926,953

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

Fund:	General (001)
Department:	City Council (0100)
Program:	Administration (000)

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 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.

2020-2021 Goals, Projects and Highlights

- The City Council goals are listed in the performance benchmarking document.

2019-2020 Accomplishments/Comments

- Prepared amendments to City Charter and submitted for voter approval.
- Continued safety plan to reduce worker's compensation premiums.
- Provided funding for street maintenance projects

Major Issues to be resolved in the next 5 years

- Maintaining current General Fund services.
- Complete Dog River Pipeline project.

2020-21 Budget Detail

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

The Council's membership and dues line item includes LOC, MCEDD, National League of Cities, Oregon Mayors Association, and Chamber of Commerce.

City of The Dalles, Oregon Fiscal Year 2020-21 Budget

FY17/18	FY18/19	FY19/20			FY20/21	FY20/21	FY20/21
Actual	Actual	Budget	Account Number	Account Description	Proposed Budget	Approved Budget	Adopted Budget
				CITY COUNCIL			
122,425	93,664	204,300	001-0100-000.31-10	CONTRACTUAL SERVICES	149,000	82,500	82,500
-	5,844	20,000	001-0100-000.31-60	LABOR NEGOTIATIONS	15,000	15,000	15,000
36,450	38,550	39,500	001-0100-000.32-10	AUDITING SERVICES	38,600	38,600	38,600
-	-	-	001-0100-000.39-00	OTHER CONTRACTUAL SVCS	-	-	-
				ECONOMIC RECOVERY	-	510,000	510,000
13,832	20,100	26,500	001-0100-000.58-10	TRAVEL, FOOD & LODGING	27,600	21,000	21,000
1,625	2,205	2,000	001-0100-000.58-50	TRAINING AND CONFERENCES	2,000	2,000	2,000
-	-	20,000	001-0100-000.58-60	WORKSHOPS	15,000	15,000	15,000
31,318	20,167	21,481	001-0100-000.58-70	MEMBERSHIPS/DUES/SUBSCRIP	22,500	22,500	22,500
102	176	500	001-0100-000.60-10	OFFICE SUPPLIES	500	500	500
14,458	76,706	65,000	001-0100-000.60-50	SAFETY SUPPLIES/EQUIP	70,000	70,000	70,000
604	1,656	2,500	001-0100-000.69-50	MISCELLANEOUS EXPENSES	2,500	2,500	2,500
-	-	1,200	001-0100-000.69-80	ASSETS < \$5000	1,200	1,200	1,200
220,814	259,068	402,981	TOTAL MATERIALS & SERVICES		343,900	780,800	780,800
220,814	259,068	402,981	TOTAL CITY COUNCIL DEPARTMENT		343,900	780,800	780,800

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	Line Item Detail	FY20/21 Adpoted Budget
GENERAL FUND 001						
CITY COUNCIL						
122,425	93,664	204,300	001-0100-000.31-10	CONTRACTUAL SERVICES		82,500
				MCCOG - LINK	20,000	
				Sister City Program Non-Profit	-	
				Youth Think	10,000	
				Fort Dalles Displays (fireworks and murals)	20,000	
				Walldogs Event Sponsorship	15,000	
				Home At Last	11,500	
				Beautification/Arts	20,000	
-	5,844	20,000	001-0100-000.31-60	LABOR NEGOTIATIONS		15,000
				1) Police Association Contract expires 06/30/22		
				2) SEIU contract expires 06/30/23		
36,450	38,550	39,500	001-0100-000.32-10	AUDITING SERVICES		38,600
				Two year extension with Merina & Company authorized by CC		
				20/21 estimate is \$38,600	33,250	
				Add \$5,000 per year for Single Audit if needed	5,000	
				Add \$350 per year for filing audits with the Secretary of State	350	
-	-	-	001-0100-000.39-00	OTHER CONTRACTUAL SVCS		-
				Special Services the CC may desire to retain. No need currently identified.		
			001-0100-000.	ECONOMIC RECOVERY		510,000
				New line item for to help the community for emergency services		
13,832	20,100	26,500	001-0100-000.58-10	TRAVEL, FOOD & LODGING		21,000
				Local events	3,000	
				Council meals & functions	8,000	
				CC attendance at Annual LOC Convention & other official meetings	5,000	
				Community Outreach City members for official trips to Washington, D.C. to lobby	5,000	
				Delegate for official Sister City visit (1)		
1,625	2,205	2,000	001-0100-000.58-50	TRAINING AND CONFERENCES		2,000
-	-	20,000	001-0100-000.58-60	WORKSHOPS		15,000
31,318	20,167	21,481	001-0100-000.58-70	MEMBERSHIPS/DUES/SUBSCRIP		22,500
				LOC	10,923	
				MCEDD	8,308	
				OR Mayor's Association	150	
				Chamber of Commerce	600	
				National League of Cities	1,534	
				Miscellaneous	985	
102	176	500	001-0100-000.60-10	OFFICE SUPPLIES		500
				Most items covered by CM or City Clerk's office. This line item is for special items.		
14,458	76,706	65,000	001-0100-000.60-50	SAFETY SUPPLIES/EQUIP		70,000
				FY15/16 Council directed all SAIF Dividends & Refunds to be allocated to this line item to use for safety programs and items as approved by the City Council		
604	1,656	2,500	001-0100-000.69-50	MISCELLANEOUS EXPENSES		2,500
				Dignitary Gifts	2,000	
				Miscellaneous	500	
-	-	1,200	001-0100-000.69-80	ASSETS < \$5000		1,200
				Council Ipads	1,200	
220,814	259,068	402,981	TOTAL MATERIALS & SERVICES			780,800
220,814	259,068	402,981	TOTAL CITY COUNCIL DEPARTMENT			780,800

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

Fund:	General (001)	
Department:	City Clerk (0200)	Number of Employees: 1.0
Program:	Administration (000)	

Mission

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

Description

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

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

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

2020-21 Goals, Projects and Highlights

- Research appropriate document work flow system/program citywide
- Continue work on Standard Operating Procedure Manual for City Clerk’s Office
- Research and facilitate installation of upgraded sound system in Council Chamber
- Hire and train temporary employee to assist with digitizing records for City Clerk, Urban Renewal and Planning Department

2019-20 Accomplishments/Comments

- Continued implementation of technologically sound Records Management Systems
- Hired part-time Technology Specialist
- Managed telecommunications grant for upgrade to Council Chamber, City Hall Conference Room, Public Works Conference Room
- Researched ways for the City’s use of social media to engage community
- Managed updating project of Council Chamber
- Participated in updating of City Charter as Elections Officer
- Successfully worked with additional cruise ships to facilitate maximum use of the dock

City of The Dalles, Oregon Fiscal Year 2020-21 Budget

FY17/18	FY18/19	FY19/20			FY20/21	FY20/21	FY20/21
Actual	Actual	Budget	Account Number	Account Description	Proposed Budget	Approved Budget	Adopted Budget
CITY CLERK							
82,858	87,051	90,117	001-0200-000.11-00	REGULAR SALARIES	95,141	95,141	95,141
-	-	-	001-0200-000.12-00	PART TIME/TEMP SALARIES	2,080	-	-
18,099	18,681	20,035	001-0200-000.21-10	MEDICAL INSURANCE	20,629	20,629	20,629
567	567	568	001-0200-000.21-20	L-T DISABILITY INSURANCE	618	618	618
44	44	50	001-0200-000.21-30	LIFE INSURANCE	50	50	50
184	160	147	001-0200-000.21-40	WORKERS COMP INSURANCE	167	153	153
6,273	6,591	6,894	001-0200-000.22-00	FICA	7,437	7,278	7,278
11,283	11,849	12,166	001-0200-000.23-00	RETIREMENT CONTRIBUTIONS	12,844	12,844	12,844
4,804	5,047	5,199	001-0200-000.28-00	VEBA CONTRIBUTIONS	5,489	5,489	5,489
-	-	-	001-0200-000.29-00	OTHER EMPLOYEE BENEFITS	-	-	-
124,112	129,990	135,176	TOTAL PERSONNEL SERVICE		144,455	142,202	142,202
1.0	1.0	1.0		Total Full-Time Equivalent (FTE)	1.25	1.00	1.00
14,410	8,585	13,700	001-0200-000.31-10	CONTRACTUAL SERVICES	18,600	18,600	18,600
499	499	500	001-0200-000.43-40	OFFICE EQUIPMENT	-	-	-
38	1	100	001-0200-000.53-20	POSTAGE	100	100	100
1,468	1,407	1,285	001-0200-000.53-30	TELEPHONE	1,285	1,285	1,285
2,190	723	2,800	001-0200-000.58-10	TRAVEL, FOOD & LODGING	4,000	-	-
1,305	485	1,600	001-0200-000.58-50	TRAINING AND CONFERENCES	1,500	-	-
212	110	250	001-0200-000.58-70	MEMBERSHIPS/DUES/SUBS	300	300	300
374	75	600	001-0200-000.60-10	OFFICE SUPPLIES	600	600	600
-	-	100	001-0200-000.64-10	BOOKS AND PERIODICALS	100	100	100
229	105	500	001-0200-000.69-50	MISCELLANEOUS EXPENSES	500	500	500
-	-	2,100	001-0200-000.69-80	ASSETS < \$5000	2,500	2,500	2,500
20,725	11,990	23,535	TOTAL MATERIALS AND SERVICES		29,485	23,985	23,985
144,837	141,980	158,711	TOTAL CITY CLERK DEPARTMENT		173,940	166,187	166,187

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	Line Item Detail	FY20/21 Adopted Budget
GENERAL FUND 001						
CITY CLERK						
82,858	87,051	90,117	001-0200-000.11-00	REGULAR SALARIES		95,141
-	-	-	001-0200-000.12-00	PART TIME/TEMP SALARIES		
18,099	18,681	20,035	001-0200-000.21-10	MEDICAL INSURANCE		20,629
567	567	568	001-0200-000.21-20	L-T DISABILITY INSURANCE		618
44	44	50	001-0200-000.21-30	LIFE INSURANCE		50
184	160	147	001-0200-000.21-40	WORKERS COMP INSURANCE		153
6,273	6,591	6,894	001-0200-000.22-00	FICA		7278
11,283	11,849	12,166	001-0200-000.23-00	RETIREMENT CONTRIBUTIONS		12,844
4,804	5,047	5,199	001-0200-000.28-00	VEBA CONTRIBUTIONS		5,489
-	-	-	001-0200-000.29-00	OTHER EMPLOYEE BENEFITS		-
124,112	129,990	135,176	TOTAL PERSONNEL SERVICE			142,202
1	1	1	Total Full-Time Equivalent (FTE)			1
14,410	8,585	13,700	001-0200-000.31-10	CONTRACTUAL SERVICES		18,600
				Internet, codification program (annually) increased due to LUDC	5,500	
				\$6000 code supplments/web service		
				Records Mang. Program (annually)	6,000	
				ArchiveSocial *PD/City (annually)	1,600	
				Open Media (Live Streaming)// AV Service Contract (telcom co	5,500	
499	499	500	001-0200-000.43-40	OFFICE EQUIPMENT		-
				Pays for Maintenance of Clerk's Index Program - cancelled maintenance		
38	1	100	001-0200-000.53-20	POSTAGE		100
1,468	1,407	1,285	001-0200-000.53-30	TELEPHONE		1,285
				Gorge.Net	565	
				Cell Phone Allowance @ \$60/ month	720	
2,190	723	2,800	001-0200-000.58-10	TRAVEL, FOOD & LODGING		0.00
				OAMR Annual Conference		
				OAMRR mid-year Academy		
				Board Meetings		
				Sister City Trip		
1,305	485	1,600	001-0200-000.58-50	TRAINING AND CONFERENCES		1,500
				Registration for OAMR Annual Conference, OAMR mid-year Academy, IIMC		
				Classes, athenian dialog		
212	110	250	001-0200-000.58-70	MEMBERSHIPS/DUES/SUBS		300
				OAMR, IIMC		
374	75	600	001-0200-000.60-10	OFFICE SUPPLIES - Acrobat Upgrade		600
-	-	100	001-0200-000.64-10	BOOKS AND PERIODICALS		100
229	105	500	001-0200-000.69-50	MISCELLANEOUS EXPENSES		500
-	-	2,100	001-0200-000.69-80	ASSETS < \$5000		2,500
				Desktop replacement		
20,725	11,990	23,535	TOTAL MATERIALS AND SERVICES			29,485
144,837	141,980	158,711	TOTAL CITY CLERK DEPARTMENT			166,187

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

Fund:	General (001)	
Department:	City Manager (0300)	Number of Employees: 1.0
Program:	Administration (000)	

Mission

Provide leadership in implementing Council policies and services.

Description

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

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

2020-21 Goals, Projects and Highlights

- The City Manager will be very involved in moving forward the City Council's Performance Benchmarking Plan. The Plan is in the front section of the budget document.
- Continue to implement programs and projects defined by City Council.
- Work and partner on homeless issues.
- Work and partner on affordable housing issues.
- Continue building relationships with governmental and other partners.
- Continue to work toward providing underground utilities for the downtown area.

2019-20 Accomplishments

- Continued relations with governmental partners.
- Improved communications with City Council, staff, citizens, and community partners.
- Continued economic development work in the downtown, working to bring new development. Created a position for economic development.
- Prepared Charter amendments scheduled for voter approval in May, 2020.
- Continued improvements in employee safety programs and committees.

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

Major Issues to be Resolved in the Next 5 Years

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

FY17/18	FY18/19	FY19/20			FY20/21	FY20/21	FY20/21	
Actual	Actual	Budget	Account Number	Account Description	Proposed Budget	Approved Budget	Adopted Budget	
			CITY MANAGER					
176,098	187,410	184,821	001-0300-000.11-00	REGULAR SALARIES	142,309	142,309	142,309	
2,195	-	-	001-0300-000.12-00	PARTTIME/TEMP SALARIES	-	-	-	
-	-	-	001-0300-000.13-00	OVERTIME SALARIES	-	-	-	
37,403	42,655	37,653	001-0300-000.21-10	MEDICAL INSURANCE	20,629	20,629	20,629	
981	991	1,163	001-0300-000.21-20	L-T DISABILITY INSURANCE	911	911	911	
99	99	82	001-0300-000.21-30	LIFE INSURANCE	50	50	50	
691	1,393	362	001-0300-000.21-40	WORKERS COMP INSURANCE	329	329	329	
13,379	13,755	14,138	001-0300-000.22-00	FICA	10,887	10,887	10,887	
24,739	29,810	32,013	001-0300-000.23-00	RETIREMENT CONTRIBUTIONS	24,193	24,193	24,193	
8,706	9,323	10,915	001-0300-000.28-00	VEBA CONTRIBUTIONS	9,852	9,852	9,852	
-	70	60	001-0300-000.29-00	OTHER EMPLOYEE BENEFITS	-	-	-	
264,292	285,506	281,207	TOTAL PERSONNEL SERVICE		209,160	209,160	209,160	
1.0	2.0	2.0	Total Full-Time Equivalent (FTE)		1.00	1.00	1.00	
50,541	50,736	200	001-0300-000.31-10	CONTRACTUAL SERVICES	714	714	714	
4,716	4,215	5,000	001-0300-000.43-40	OFFICE EQUIPMENT	5,000	5,000	5,000	
232	184	200	001-0300-000.53-20	POSTAGE	200	200	200	
2,661	2,187	2,300	001-0300-000.53-30	TELEPHONE	1,500	1,500	1,500	
2,583	1,680	5,310	001-0300-000.58-10	TRAVEL, FOOD & LODGING	3,900	2,400	2,400	
442	482	1,675	001-0300-000.58-50	TRAINING AND CONFERENCES	700	700	700	
429	422	1,800	001-0300-000.58-70	MEMBERSHIPS/DUES/SUBS	1,800	1,800	1,800	
3,741	4,092	4,500	001-0300-000.60-10	OFFICE SUPPLIES	4,500	4,500	4,500	
19	-	-	001-0300-000.60-85	SPECIAL SUPPLIES	-	-	-	
563	628	1,500	001-0300-000.69-50	MISCELLANEOUS EXPENSES	1,500	1,500	1,500	
-	2,367	2,600	001-0300-000.69-80	ASSETS < \$5000	-	-	-	
65,928	66,993	25,085	TOTAL MATERIALS AND SERVICES		19,814	18,314	18,314	
330,220	352,499	306,292	TOTAL CITY MANAGER		228,974	227,474	227,474	
330,220	352,499	306,292	TOTAL CITY MANAGER		228,974	227,474	227,474	

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	Line Item Detail	FY20/21 Adopted Budget
GENERAL FUND 001						
CITY MANAGER						
176,098	187,410	184,821	001-0300-000.11-00	REGULAR SALARIES		142,309
2,195	-	-	001-0300-000.12-00	PARTTIME/TEMP SALARIES		-
-	-	-	001-0300-000.13-00	OVERTIME SALARIES		-
37,403	42,655	37,653	001-0300-000.21-10	MEDICAL INSURANCE		20,629
981	991	1,163	001-0300-000.21-20	L-T DISABILITY INSURANCE		911
99	99	82	001-0300-000.21-30	LIFE INSURANCE		50
691	1,393	362	001-0300-000.21-40	WORKERS COMP INSURANCE		329
13,379	13,755	14,138	001-0300-000.22-00	FICA		10,887
24,739	29,810	32,013	001-0300-000.23-00	RETIREMENT CONTRIBUTIONS		24,193
8,706	9,323	10,915	001-0300-000.28-00	VEBA CONTRIBUTIONS		9,852
-	70	60	001-0300-000.29-00	OTHER EMPLOYEE BENEFITS		-
264,292	285,506	281,207	TOTAL PERSONNEL SERVICE			209,160
1	2	2	Total Full Time Equivalent (FTE)			1.0
50,541	50,736	200	001-0300-000.31-10	CONTRACTUAL SERVICES		714
				Internet connectivity provided by SawNet at \$4.49 per station per month	54	
				Shred it	660	
4,716	4,215	5,000	001-0300-000.43-40	OFFICE EQUIPMENT		5,000
				Primary copier at City Hall - use history to budget		
232	184	200	001-0300-000.53-20	POSTAGE		200
2,661	2,187	2,300	001-0300-000.53-30	TELEPHONE		1,500
				Gorge.Net service for CM phone, Exec Secretary Phone & 1 Fax line.	1,500	
2,583	1,680	5,310	001-0300-000.58-10	TRAVEL, FOOD & LODGING		2,400
				League of Oregon Cities	900	
				Sister City official delegation		
				Misc Luncheons	500	
				Misc	1,000	
442	482	1,675	001-0300-000.58-50	TRAINING AND CONFERENCES		700
				LOC Conference	700	
429	422	1,800	001-0300-000.58-70	MEMBERSHIPS/DUES/SUBS		1,800
				ICMA	1,000	
				Oregon City / County Managers	700	
				Chronicle	100	
3,741	4,092	4,500	001-0300-000.60-10	OFFICE SUPPLIES		4,500
				All copier supplies for City Hall - bulk buying		
				Copier paper - 80 boxes @ \$40 / box =		
				Misc Office Supplies _ use history		
19	-	-	001-0300-000.60-85	SPECIAL SUPPLIES		-
563	628	1,500	001-0300-000.69-50	MISCELLANEOUS EXPENSES		1,500
				Drinking water & other misc items		
-	2,367	2,600	001-0300-000.69-80	ASSETS < \$5000		-
				For durable goods lasting more than one year, but costing less than \$5,000, such as chairs, calculators, etc. 19/20: laptop for Assistant; bookshelves for City Manager		
65,928	66,993	25,085	TOTAL MATERIALS AND SERVICES			18,314
330,220	352,499	306,292	SUB-TOTAL CITY MANAGER			227,474

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

Fund:	General (001)		
Department:	Legal (0700)	Number of Employees:	0
Program:	Legal (000)	Legal:	0

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.

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.

2020-2021 Goals, Projects and Highlights

- Work with Judicial Department to continue to close out criminal violations and misdemeanors.
- Continue to work with retained legal counsel in representing the City in the litigation filed by Gorge Aviation Services against the City and Klickitat County.

2019-2020 Accomplishments/Comments

- Transitioned process of the retirement of personnel in Legal Department to outside Legal Council

Major issues to be resolved in the next 5 years

City of The Dalles, Oregon Fiscal Year 2020-21 Budget

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	FY20/21 Proposed Budget	FY20/21 Approved Budget	FY20/21 Adopted Budget
LEGAL							
156,282	161,647	162,599	001-0700-000.11-00	REGULAR SALARIES	-	-	-
-	18,805	29,113	001-0700-000.12-00	PARTTIME/TEMP SALARIES	-	-	-
-	339	250	001-0700-000.13-00	OVERTIME SALARIES	-	-	-
27,264	28,245	30,258	001-0700-000.21-10	MEDICAL INSURANCE	-	-	-
899	895	1,208	001-0700-000.21-20	L-T DISABILITY INSURANCE	-	-	-
94	94	149	001-0700-000.21-30	LIFE INSURANCE	-	-	-
296	356	402	001-0700-000.21-40	WORKERS COMP INSURANCE	-	-	-
11,890	13,763	14,666	001-0700-000.22-00	FICA	-	-	-
21,195	15,077	25,226	001-0700-000.23-00	RETIREMENT CONTRIBUTIONS	-	-	-
-	-	3,086	001-0700-000.28-00	VEBA CONTRIBUTIONS	-	-	-
-	-	-	001-0700-000.29-00	OTHER EMPLOYEE BENEFITS	-	-	-
217,920	239,221	266,957	TOTAL PERSONNEL SERVICE		-	-	-
2.0	2.0	2.5	Total Full-Time Equivalent (FTE)				
12,056	35,818	95,773	001-0700-000.31-10	CONTRACTUAL SERVICES	172,054	172,054	172,054
2,349	561	2,000	001-0700-000.32-20	SPECIAL LEGAL SERVICES	2,000	2,000	2,000
-	-	-	001-0700-000.43-40	OFFICE EQUIPMENT	-	-	-
22	6	480	001-0700-000.50-10	CRIME VICTIMS ASSISTANCE	-	-	-
306	334	300	001-0700-000.53-20	POSTAGE	300	300	300
3,796	2,872	3,000	001-0700-000.53-30	TELEPHONE	600	600	600
1,087	742	1,440	001-0700-000.58-10	TRAVEL, FOOD & LODGING	1,440	1,440	1,440
453	386	1,050	001-0700-000.58-50	TRAINING AND CONFERENCES	1,050	1,050	1,050
716	1,300	1,260	001-0700-000.58-70	MEMBERSHIPS/DUES/SUBS	-	-	-
1,817	1,731	1,800	001-0700-000.60-10	OFFICE SUPPLIES	200	200	200
21,176	23,354	22,000	001-0700-000.64-10	BOOKS AND PERIODICALS	-	-	-
-	-	50	001-0700-000.69-50	MISCELLANEOUS EXPENSES	-	-	-
1,451	-	2,100	001-0700-000.69-80	ASSETS < \$5000	-	-	-
45,230	67,104	131,253	TOTAL MATERIALS AND SERVICES		177,644	177,644	177,644
263,150	306,325	398,210	SUB-TOTAL LEGAL		177,644	177,644	177,644

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	Line Item Detail	FY20/21 Adopted Budget
GENERAL FUND 001						
LEGAL						
156,282	161,647	162,599	001-0700-000.11-00	REGULAR SALARIES		-
-	18,805	29,113	001-0700-000.12-00	PARTTIME/TEMP SALARIES		-
-	339	250	001-0700-000.13-00	OVERTIME SALARIES		-
27,264	28,245	30,258	001-0700-000.21-10	MEDICAL INSURANCE		-
899	895	1,208	001-0700-000.21-20	L-T DISABILITY INSURANCE		-
94	94	149	001-0700-000.21-30	LIFE INSURANCE		-
296	356	402	001-0700-000.21-40	WORKERS COMP INSURANCE		-
11,890	13,763	14,666	001-0700-000.22-00	FICA		-
21,195	15,077	25,226	001-0700-000.23-00	RETIREMENT CONTRIBUTIONS		-
-	-	3,086	001-0700-000.28-00	VEBA CONTRIBUTIONS		-
-	-	-	001-0700-000.29-00	OTHER EMPLOYEE BENEFITS		-
217,920	239,221	266,957	TOTAL PERSONNEL SERVICE			-
2.0	2.5	2.5	Total Full Time Equivalent (FTE)			
12,056	35,818	95,773	001-0700-000.31-10	CONTRACTUAL SERVICES		172,054
				Internet access for one terminal @ \$4.50 per month each	54	
				Contracted Legal Services	147,000	
				Outside legal counsel or consultants	25,000	
2,349	561	2,000	001-0700-000.32-20	SPECIAL LEGAL SERVICES		2,000
				Deed recordings, publication of legal notices, etc.	2,000	
-	-	-	001-0700-000.43-40	OFFICE EQUIPMENT		-
22	6	480	001-0700-000.50-10	CRIME VICTIMS ASSISTANCE		-
				Crime Victim Advocate conference on access to criminal history, motor vehicle, & driver's license records		
306	334	300	001-0700-000.53-20	POSTAGE		300
3,796	2,872	3,000	001-0700-000.53-30	TELEPHONE		600
				Gorge.net Telephone system	600	
1,087	742	1,440	001-0700-000.58-10	TRAVEL, FOOD & LODGING		1,440
				Mid-Columbia Bar Association Dinners	90	
				Government Law CLE lodging	200	
				Government Law CLE mileage	200	
				OCAA CLE lodging	250	
				OCAA CLE mileage	250	
				LOC - mileage	150	
				Miscellaneous meals & mileage	300	
453	386	1,050	001-0700-000.58-50	TRAINING AND CONFERENCES		1,050
				LOC Conference	500	
				Government Law Section Mid-Year CLE	120	
				OCAA Annual CLE	130	
				Other CLE seminars	300	
				CJIS conference	-	
716	1,300	1,260	001-0700-000.58-70	MEMBERSHIPS/DUES/SUBS		-
1,817	1,731	1,800	001-0700-000.60-10	OFFICE SUPPLIES		200
21,176	23,354	22,000	001-0700-000.64-10	BOOKS AND PERIODICALS		-
-	-	50	001-0700-000.69-50	MISCELLANEOUS EXPENSES		-
1,451	-	2,100	001-0700-000.69-80	ASSETS < \$5000		-
45,230	67,104	131,253	TOTAL MATERIALS AND SERVICES			177,644
263,150	306,325	398,210	SUB-TOTAL LEGAL			177,644

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

Fund: General (001)
Department: Finance/Utility Billing/Judicial (0900-0950-0750) Number of Employees: 5.0
Program: Finance/Utility Billing/Judicial (000) Finance: 3 UB: 1.5 Judicial: .5

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. In 2017, finance started doing the Transient Room Tax and Fuel Tax audits.

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

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

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

In 2019, the Judicial Department transitioned to Finance. Finance provides the services for Municipal Court. The Municipal court provides services to the police department and the citizens of the City of The Dalles. The court prosecutes traffic infractions and misdemeanors, city ordinances, and state laws. The court is staffed with one part-time clerk and an appointed, part-time Judge (0750).

2020-21 Goals, Projects and Highlights

Finance:

- 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.

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

- Continue training and cross-training for all Department employees.
- Continue to partner with Parks and Recreation.
- Continue to work on processes for online inquiry for managers and employees in Caselle.
- Continue to work on developing a system for future forecasting of finances.

Judicial:

- Continue to work with the Police department to develop E citations.
- Continue to work on developing and maintaining a database/tracking system for court contracts.
- Continue to work on reducing delinquencies for Municipal Court accounts.

2019-20 Accomplishments/Comments

Finance:

- Completed the integration of Document Management into Caselle.
- Completed fuel tax and transient room tax audits.
- Produced various monthly financial reports for City Manager, Department Managers and City Council within five days of each month end.
- Produced quarterly financial reports for City Council.
- Switched banking service to meet the City' goals and needs.
- Transitioned into Western Collection Agency for all Utility Billing and Accounts Receivable for our collection process.
- Received the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting for the City's 2018 Comprehensive Annual Financial Report (CAFR).
- Worked on creating better internal control process with our finance department.
- Started processes of online inquiry for managers and employees in Caselle.

Judicial:

- Completed the transition of Court to Wasco County for the Criminal Cases.
- Transitioned into Western Collection Agency for all Court Collections.

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	FY20/21 Proposed Budget	FY20/21 Approved Budget	FY20/21 Adopted Budget
				FINANCE, JUDICIAL & UTILITY BILLING			
				FINANCE			
194,004	204,920	211,681	001-0900-000.11-00	REGULAR SALARIES	221,912	221,912	221,912
-	-	-	001-0900-000.12-00	PART TIME SALARIES	-	-	-
78	-	-	001-0900-000.13-00	OVERTIME SALARIES	-	-	-
53,577	51,360	57,079	001-0900-000.21-10	MEDICAL INSURANCE	58,764	58,764	58,764
1,342	1,358	1,355	001-0900-000.21-20	L-T DISABILITY INSURANCE	1,420	1,420	1,420
149	149	149	001-0900-000.21-30	LIFE INSURANCE	150	150	150
394	433	368	001-0900-000.21-40	WORKERS COMP INSURANCE	380	380	380
14,306	15,179	16,194	001-0900-000.22-00	FICA	16,976	16,976	16,976
19,701	27,762	28,577	001-0900-000.23-00	RETIREMENT CONTRIBUTIONS	29,958	29,958	29,958
4,662	3,688	6,503	001-0900-000.28-00	VEBA CONTRIBUTIONS	6,801	6,801	6,801
120	120	120	001-0900-000.29-00	OTHER EMPLOYEE BENEFITS	120	120	120
288,333	304,969	322,026	TOTAL PERSONNEL SERVICE		336,481	336,481	336,481
3.0	3.0	3.0		Total Full-Time Equivalent (FTE)	3.00	3.00	3.00
10,057	8,332	17,070	001-0900-000.31-10	CONTRACTUAL SERVICES	12,205	12,205	12,205
1,208	2,800	20,250	001-0900-000.31-20	ACCOUNTING/ADVISORY SVCS	20,250	20,250	20,250
-	-	200	001-0900-000.34-50	SPECIAL STUDIES & REPORTS	200	200	200
334	662	780	001-0900-000.43-40	OFFICE EQUIPMENT	995	995	995
3,237	3,138	3,393	001-0900-000.44-20	RENTAL OF EQUIPMENT	3,393	3,393	3,393
2,003	2,314	2,500	001-0900-000.53-20	POSTAGE	2,500	2,500	2,500
4,122	2,967	4,420	001-0900-000.53-30	TELEPHONE	3,120	3,120	3,120
909	328	1,010	001-0900-000.53-40	LEGAL NOTICES	1,010	1,010	1,010
1,255	1,909	2,280	001-0900-000.55-00	PRINTING & BINDING	2,380	2,380	2,380
4,411	852	3,550	001-0900-000.58-10	TRAVEL, FOOD & LODGING	3,550	250	250
1,827	360	2,150	001-0900-000.58-50	TRAINING AND CONFERENCES	2,150	750	750
1,505	1,310	1,550	001-0900-000.58-70	MEMBERSHIPS/DUES/SUBS	1,550	1,550	1,550
2,158	1,877	3,500	001-0900-000.60-10	OFFICE SUPPLIES	3,500	3,500	3,500
694	558	1,800	001-0900-000.69-50	MISCELLANEOUS EXPENSES	1,800	1,800	1,800
-	-	-	001-0900-000.69-70	CASH SHORT/LONG	-	-	-
612	3,037	6,100	001-0900-000.69-80	ASSETS < \$5000	9,000	9,000	9,000
34,331	30,444	70,553	TOTAL MATERIALS AND SERVICES		67,603	62,903	62,903
322,664	335,413	392,579	SUB-TOTAL FINANCE		404,084	399,384	399,384

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18	FY18/19	FY19/20			FY20/21	FY20/21	FY20/21
Actual	Actual	Budget	Account Number	Account Description	Proposed Budget	Approved Budget	Adopted Budget
				UTILITY BILLING			
81,027	86,073	64,753	001-0950-000.11-00	REGULAR SALARIES	66,411	66,411	66,411
-	7,615	18,720	001-0950-000.12-00	PARTTIME SALARIES	18,720	18,720	18,720
1,794	904	5,512	001-0950-000.13-00	OVERTIME SALARIES	5,747	5,747	5,747
-	1,060	-	001-0950-000.14-00	BILINGUAL INCENTIVE 5%	1,113	1,113	1,113
33,751	27,967	38,557	001-0950-000.21-10	MEDICAL INSURANCE	39,697	39,697	39,697
565	526	519	001-0950-000.21-20	L-T DISABILITY INSURANCE	536	536	536
99	95	149	001-0950-000.21-30	LIFE INSURANCE	150	150	150
257	211	245	001-0950-000.21-40	WORKERS COMP INSURANCE	248	248	248
5,925	6,850	6,807	001-0950-000.22-00	FICA	7,037	7,037	7,037
10,938	7,357	8,672	001-0950-000.23-00	RETIREMENT CONTRIBUTIONS	9,116	9,116	9,116
3,199	2,688	1,585	001-0950-000.28-00	VEBA CONTRIBUTIONS	1,669	1,669	1,669
60	60	60	001-0950-000.29-00	OTHER EMPLOYEE BENEFITS	60	60	60
137,616	141,406	145,579		TOTAL PERSONNEL SERVICE	150,504	150,504	150,504
2.0	2.0	1.5		Total Full-Time Equivalent (FTE)	2.00	2.00	2.00
47,143	44,478	61,884	001-0950-000.31-10	CONTRACTUAL SERVICES	47,678	47,678	47,678
1,084	558	450	001-0950-000.43-40	OFFICE EQUIPMENT	650	650	650
43	2	250	001-0950-000.53-20	POSTAGE	250	250	250
1,744	2,009	1,536	001-0950-000.53-30	TELEPHONE	1,907	1,907	1,907
30	277	400	001-0950-000.55-00	PRINTING & BINDING	400	400	400
866	30	1,500	001-0950-000.58-10	TRAVEL, FOOD & LODGING	1,500	-	-
808	-	1,500	001-0950-000.58-50	TRAINING AND CONFERENCES	1,500	-	-
1,070	1,976	3,300	001-0950-000.60-10	OFFICE SUPPLIES	3,300	3,300	3,300
338	356	850	001-0950-000.69-50	MISCELLANEOUS EXPENSES	896	896	896
(1)	(5)	150	001-0950-000.69-70	CASH SHORT/LONG	150	150	150
-	1,089	9,200	001-0950-000.69-80	ASSETS < \$5000	4,400	4,400	4,400
53,124	50,770	81,020		TOTAL MATERIALS AND SERVICES	62,631	59,631	59,631
-	-	-	001-0950-000.74-40	OFFICE EQUIPMENT	-	-	-
-	-	-		TOTAL CAPITAL OUTLAY	-	-	-
190,740	192,176	226,599		SUB-TOTAL UTILITY BILLING	213,135	210,135	210,135

City of The Dalles, Oregon Fiscal Year 2020-21 Budget

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	FY20/21 Proposed Budget	FY20/21 Approved Budget	FY20/21 Adopted Budget
				JUDICIAL			
-	-	-	001-0750-000.11-00	REGULAR SALARIES	22,259	22,259	22,259
-	-	-	001-0750-000.12-00	PARTTIME/TEMP SALARIES	32,137	32,137	32,137
-	-	-	001-0750-000.13-00	OVERTIME SALARIES	963	963	963
-	-	-	001-0750-000.14-00	BILINGUAL INCENTIVE PAY 5%	1,113	1,113	1,113
-	-	-	001-0750-000.21-10	MEDICAL INSURANCE	5,262	5,262	5,262
-	-	-	001-0750-000.21-20	L-T DISABILITY INSURANCE	142	142	142
-	-	-	001-0750-000.21-30	LIFE INSURANCE	25	25	25
-	-	-	001-0750-000.21-40	WORKERS COMP INSURANCE	621	621	621
-	-	-	001-0750-000.22-00	FICA	4,246	4,246	4,246
-	-	-	001-0750-000.23-00	RETIREMENT CONTRIBUTIONS	3,155	3,155	3,155
-	-	-	001-0750-000.28-00	VEBA CONTRIBUTIONS	-	-	-
-	-	-		TOTAL PERSONNEL SERVICE	69,923	69,923	69,923
				Total Full-Time Equivalent (FTE)	0.75	0.75	0.75
-	-	-	001-0750-000.31-10	CONTRACTUAL SERVICES	88,654	88,654	88,654
-	-	-	001-0750-000.32-30	COURT APPT ATTORNEY FEES	3,000	3,000	3,000
-	-	-	001-0750-000.53-20	POSTAGE	1,200	1,200	1,200
-	-	-	001-0750-000.53-30	TELEPHONE	420	420	420
-	-	-	001-0750-000.58-10	TRAVEL, FOOD & LODGING	1,700	1,700	1,700
-	-	-	001-0750-000.58-50	TRAINING AND CONFERENCES	1,200	1,200	1,200
-	-	-	001-0750-000.58-70	MEMBERSHIPS/DUES/SUBS	250	250	250
-	-	-	001-0750-000.60-10	OFFICE SUPPLIES	350	350	350
-	-	-	001-0750-000.69-80	ASSETS < \$5000	2,000	2,000	2,000
-	-	-		TOTAL MATERIALS AND SERVICES	98,774	98,774	98,774
-	-	-		SUB-TOTAL JUDICIAL	168,697	168,697	168,697
513,404	527,589	619,178		TOTAL FINANCE, JUDICIAL & UTILITY BILLING DEPARTMENT	785,916	778,216	778,216

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	Line Item Detail	FY20/21 Adopted Budget
GENERAL FUND 001						
FINANCE, JUDICIAL & UTILITY BILLING						
FINANCE						
194,004	204,920	211,681	001-0900-000.11-00	REGULAR SALARIES		221,912
-	-	-	001-0900-000.12-00	PARTTIME SALARIES		-
78	-	-	001-0900-000.13-00	OVERTIME SALARIES		-
53,577	51,360	57,079	001-0900-000.21-10	MEDICAL INSURANCE		58,764
1,342	1,358	1,355	001-0900-000.21-20	L-T DISABILITY INSURANCE		1,420
149	149	149	001-0900-000.21-30	LIFE INSURANCE		150
394	433	368	001-0900-000.21-40	WORKERS COMP INSURANCE		380
14,306	15,179	16,194	001-0900-000.22-00	FICA		16,976
19,701	27,762	28,577	001-0900-000.23-00	RETIREMENT CONTRIBUTIONS		29,958
4,662	3,688	6,503	001-0900-000.28-00	VEBA CONTRIBUTIONS		6,801
120	120	120	001-0900-000.29-00	OTHER EMPLOYEE BENEFITS		120
288,333	304,969	322,026	TOTAL PERSONNEL SERVICE			336,481
3	3	3	FTE			3
10,057	8,332	17,070	001-0900-000.31-10	CONTRACTUAL SERVICES		12,205
				Shredding container contract \$27.64 X 12 / 2 (split w/ UB)	344	
				Annual Records Purge	250	
				SawTooth Internet Contract (\$6.73 for 3 users / month	81	
				conduits ELD - split with UB	2100	
				Copier Lease - share w/ UB (155/mo X 12 mo / 2 = \$930)	930	
				Bank Fees - interest rates down, so rate of coverage		
				requires too high a balance to be maintained to cover all the		
				fees.	8500	
				Merina & Co. To offer Forcasting for Financials		
1,208	2,800	20,250	001-0900-000.31-20	ACCOUNTING/ADVISORY SVCS		20,250
				Possible Accounting Assistance		
				Update OPEB analysis for 100 employees - GASB 75		
				OPEB analysis - we have been able each year so far to use		
				the alternative method for entities with 99 or less benefit		
				eligible employees. If we have 100 or more we will have to		
				have the full analysis done, which Milliman rep Brent		
				Langlond told me in June of 2019 "typically cost \$10,000		
				and up." 01/22/19 was given a "ballpark" for 100 or over		
				employees at between \$8,000 and \$15,000.		
-	-	200	001-0900-000.34-50	SPECIAL STUDIES & REPORTS		200
				County reports for budgeting and Audit		
334	662	780	001-0900-000.43-40	OFFICE EQUIPMENT		995
				Copier/Printer/FAX (+ overage copy charges)	500	
				Check Signing Machine/EZ Signer	255	
				Three Calculators	240	
3,237	3,138	3,393	001-0900-000.44-20	RENTAL OF EQUIPMENT		3,393
				Finance pays for full Pitney Bowes Contract at \$3,393 per		
				year (\$848.16 X 4 Quarterly payments. Postage supplies		
				are purchased from the Office Supplies line item.		
2,003	2,314	2,500	001-0900-000.53-20	POSTAGE		2,500
4,122	2,967	4,420	001-0900-000.53-30	TELEPHONE		3,120
				Gorge.net phones: \$200.00onth X 12 mo =	2,400	
				FD Cell Phone Allowance - \$60 per mo X 12 =	720	
909	328	1,010	001-0900-000.53-40	LEGAL NOTICES		1,010
1,255	1,909	2,280	001-0900-412.55-00	PRINTING & BINDING		2,380
				Checks for all accounts	740	
				City Envelopes - window and plain	480	
				PO Books used by all departments	660	
				Annual budget books	500	

City of The Dalles, Oregon Fiscal Year 2020-21 Budget

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	Line Item Detail	FY20/21 Adopted Budget
				Note: Some items not purchased every year (treasurer receipts), but ordered in quantities that may cover over a year in order to obtain price breaks. Budget should be maintained as though we were purchasing these each year so that it is there if needed for forms changes.etc.		
4,411	852	3,550	001-0900-000.58-10	TRAVEL, FOOD & LODGING		250
				Finance Director travel/lodging for OMFOA Fall Institute	250	
				Travel / Lodging costs for staff members to attend Software Conferences / Trainings		
				Various regional or state trainings (LOC, CIS, IRS, etc.)		
				Caselle User Conference		
1,827	360	2,150	001-0900-000.58-50	TRAINING AND CONFERENCES		750
				FD registration for OGFOA Fall & Spring Conferences	750	
				Registrations for various training sessions for staff		
				Reimburse for college class books when staff have		
1,505	1,310	1,550	001-0900-000.58-70	MEMBERSHIPS/DUES/SUBS		1,550
				OGFOA membership & books (2 - FD & ACCT)	400	
				State Purchasing membership	900	
				GFOA membership & books (must maintain for CAFR award)	250	
2,158	1,877	3,500	001-0900-000.60-10	OFFICE SUPPLIES		3,500
				Printer toner, drums and ribbons, postage machine supplies, binders, storage boxes, receipt and cacluator rolls, and all misc office supplies		
				Some of the larger items are not purchased every year in order to get price breaks for larger volumen, but should maintain budget at the current level to avoid		
694	558	1,800	001-0900-000.69-50	MISCELLANEOUS EXPENSES		1,800
				Advertising , Halloween candy, etc.		
612	3,037	6,100	001-0900-000.69-80	ASSETS < \$5000		9,000
				For durable goods lasting more than one year, but costing less than \$5,000, such as chairs, etc.	600	
				Replace Finance Computers on schedule	4,800	
				Desk Scanner (3)	3,000	
				Replace Battery Backups / Replacement Batteries	600	
34,331	30,444	70,553	TOTAL MATERIALS AND SERVICES			62,903
322,664	335,413	392,579	SUB-TOTAL FINANCE			399,384
UTILITY BILLING						
81,027	86,073	64,753	001-0950-000.11-00	REGULAR SALARIES		66,411
-	7,615	18,720	001-0950-000.12-00	PARTTIME SALARIES		18,720
1,794	904	5,512	001-0950-000.13-00	OVERTIME SALARIES		5,747
-	1,060	-	001-0950-000.14-00	BILINGUAL INCENTIVE 5%		1,113
33,751	27,967	38,557	001-0950-000.21-10	MEDICAL INSURANCE		39,697
565	526	519	001-0950-000.21-20	L-T DISABILITY INSURANCE		536
99	95	149	001-0950-000.21-30	LIFE INSURANCE		150
257	211	245	001-0950-000.21-40	WORKERS COMP INSURANCE		248
5,925	6,850	6,807	001-0950-000.22-00	FICA		7,037
10,938	7,357	8,672	001-0950-000.23-00	RETIREMENT CONTRIBUTIONS		9,116
3,199	2,688	1,585	001-0950-000.28-00	VEBA CONTRIBUTIONS		1,669
60	60	60	001-0950-000.29-00	OTHER EMPLOYEE BENEFITS		60
137,616	141,406	145,579	TOTAL PERSONNEL SERVICE			150,504
2	2	2	FTE			2.5
47,143	44,478	61,884	001-0950-000.31-10	CONTRACTUAL SERVICES		47,678
				Shredding container contract \$27.64 X 12 / 2 (split w/ UB)	344	
				Annual Records Purge	250	
				SawTooth Internet Contract (\$4.49 for 3 users / month	54	

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	Line Item Detail	FY20/21 Adopted Budget
				Conduits ELD - split with UB	2100	
				Copier Lease - share w/ UB (155/mo X 12 mo / 2 = \$930)	930	
				MCCAC - \$3,000 per application for low income & senior discount programs	1000	
				Columbia Credit Collections - possible collection fees		
				Xpress Bill Pay		
				Merina & Co. To offer Forecasting for Financials		
				Bend Mailing - Outsourcing UB Mailing	43000	
1,084	558	450	001-0950-000.43-40	OFFICE EQUIPMENT		650
				Copier Overages	500	
				Calculators	150	
43	2	250	001-0950-000.53-20	POSTAGE		250
1,744	2,009	1,536	001-0950-000.53-30	TELEPHONE		1,907
				Gorge.net phones:		
30	277	400	001-0950-000-55-00	PRINTING & BINDING		400
				Printing Treasurer's Receipts & Work Order Books		
				Door Hangers are paid by Public Works		
866	30	1,500	001-0950-000.58-10	TRAVEL, FOOD & LODGING		
808	-	1,500	001-0950-000.58-50	TRAINING AND CONFERENCES		
				Software Regional Conferences / Trainings		
				Reimburse for college class books when staff have successfully completed work related courses.		
1,070	1,976	3,300	001-0950-000.60-10	OFFICE SUPPLIES		3,300
				Printer ribbons and supplies, printer toner cartridges, cash receipt rolls, calendars, etc.		
338	356	850	001-0950-000.69-50	MISCELLANEOUS EXPENSES		896
				Annual lease of PO Box for UB	396	
				Advertising & misc.	500	
(1)	(5)	150	001-0950-000.69-70	CASH SHORT/LONG		150
				Not budgeted, used for cash balancing of over/shorts		
-	1,089	9,200	001-0950-000.69-80	ASSETS < \$5000		4,400
				For durable goods lasting more than one year, but costing less than \$5,000, such as chairs, calculators, etc.		
				Replace Front Desk & Utility Billing desk printers	1,000	
				Replace Receipt Printer or Check Scanner	1,000	
				Replace two front desk windows: tempered glass & adequate transaction openings	2,000	
				Replace 2 desk computers as per schedule		
				Replacement furniture: chairs, etc.	400	
53,124	50,770	81,020	TOTAL MATERIALS AND SERVICES			59,631
-	-	-	001-0950-000.74-40	OFFICE EQUIPMENT		-
-	-	-	TOTAL CAPITAL OUTLAY			-
190,740	192,176	226,599	SUB-TOTAL UTILITY BILLING			213,135
JUDICIAL						
-	-	-	001-0750-000	REGULAR SALARIES		22,259
-	-	-	001-0750-000	PARTTIME/TEMP SALARIES		32,137
-	-	-	001-0750-000	OVERTIME SALARIES		963
-	-	-	001-0750-000	BILINGUAL INCENTIVE PAY 5%		1,113
-	-	-	001-0750-000	MEDICAL INSURANCE		5,262
-	-	-	001-0750-000	L-T DISABILITY INSURANCE		142
-	-	-	001-0750-000	LIFE INSURANCE		25
-	-	-	001-0750-000	WORKERS COMP INSURANCE		621
-	-	-	001-0750-000	FICA		4,246
-	-	-	001-0750-000	RETIREMENT CONTRIBUTIONS		3,155
-	-	-	001-0750-000	VEBA CONTRIBUTIONS		-
-	-	-	TOTAL PERSONNEL SERVICE			69,923
2.00	2.00	1.50	Total Full-Time Equivalent (FTE)			0.75

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	Line Item Detail	FY20/21 Adopted Budget	
-	-	-	001-0750-000.31-10	CONTRACTUAL SERVICES		88,654	
				Contractual Service	80,000		
				Internet Services for Court Clerk station @ \$4.49 / month	54		
				Western Collections for delinquent account services	8,000		
				DMV account for registration checks	600		
-	-	-	001-0750-000.31-30	PRISONER MEDICAL SVCS		-	
				Medical expenses incurred for Muni Court inmates at			
-	-	-	001-0750-000.31-85	WITNESS/JURY FEES		-	
				Pmts to witnesses & jurors in muni court			
-	-	-	001-0750-000.31-90	PROSECUTING ATTORNEY		-	
				Part-time prosecutor for muni court, calculated at \$3,750			
-	-	-	001-0750-000.32-30	COURT APPT ATTORNEY FEES		3,000	
				Cost of providing attorneys for criminal defendants wo			
-	-	-	001-0750-000.33-15	INTERPRETOR FEES		-	
				Cost of providing an interpreter for person who cannot			
-	-	-	001-0750-000.53-20	POSTAGE		1,200	
				Includes costs of quarterly mass mailings to defendants			
-	-	-	001-0750-000.53-30	TELEPHONE		420	
-	-	-	001-0750-000.58-10	TRAVEL, FOOD & LODGING		1,700	
				Attendance at OR Municipal Judges for Judges and Court OWACA Conference			
-	-	-	001-0750-000.58-50	TRAINING AND CONFERENCES		1,200	
				Two (2) registrations for the Municipal Judges Association Conference sponsored by ODOT & other conferences	800		
				OWACA Conference	400		
-	-	-	001-0750-000.58-70	MEMBERSHIPS/DUES/SUBS		250	
				Two (2) memberships in the Municipal Judges Association Court Clerk Membership in Municipal Court Clerks Assn.			
-	-	-	001-0750-000.60-10	OFFICE SUPPLIES		350	
-	-	-	001-0750-000.64-10	BOOKS AND PERIODICALS		-	
-	-	-	001-0750-000.69-50	MISCELLANEOUS EXPENSES		-	
-	-	-	001-0750-000.69-70	CASH SHORT/LONG		-	
				Not budgeted, but used during the year to reflect			
			001-0750-000.69-80	ASSETS < \$5000		2,000	
				Viacom Video conference	2,000		
-	-	-	TOTAL MATERIALS AND SERVICES				98,774
-	-	-	SUB-TOTAL JUDICIAL				168,697
513,404	527,589	619,178	TOTAL FINANCE, JUDICIAL & UTILITY BILLING DEPARTMENT				778,216

City of The Dalles, Oregon Fiscal Year 2020-21 Budget

FY17/18	FY18/19	FY19/20		Account	FY20/21	FY20/21	FY20/21
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
				JUDICIAL			
48,701	45,494	22,275	001-0750-000.11-00	REGULAR SALARIES	-		
27,960	28,962	29,880	001-0750-000.12-00	PARTTIME/TEMP SALARIES	-		
2,666	1,338	918	001-0750-000.13-00	OVERTIME SALARIES	-		
-	428	-	001-0750-000.14-00	BILINGUAL INCENTIVE PAY 5%	-		
18,100	14,847	5,112	001-0750-000.21-10	MEDICAL INSURANCE	-		
330	229	134	001-0750-000.21-20	L-T DISABILITY INSURANCE	-		
50	37	25	001-0750-000.21-30	LIFE INSURANCE	-		
743	608	588	001-0750-000.21-40	WORKERS COMP INSURANCE	-		
5,948	5,906	3,990	001-0750-000.22-00	FICA	-		
6,575	5,104	1,769	001-0750-000.23-00	RETIREMENT CONTRIBUTIONS	-		
905	924	-	001-0750-000.28-00	VEBA CONTRIBUTIONS	-		
111,977	103,877	64,691		TOTAL PERSONNEL SERVICE	-	-	-
1.5	1.5	1.5		Total Full-Time Equivalent (FTE)			
9,038	7,796	88,654	001-0750-000.31-10	CONTRACTUAL SERVICES	-		
60	-	-	001-0750-000.31-30	PRISONER MEDICAL SVCS	-		
85	120	-	001-0750-000.31-85	WITNESS/JURY FEES	-		
46,423	-	-	001-0750-000.31-90	PROSECUTING ATTORNEY	-		
58,517	44,055	8,087	001-0750-000.32-30	COURT APPT ATTORNEY FEES	-		
1,700	1,560	1,000	001-0750-000.33-15	INTERPRETOR FEES	-		
1,293	1,865	400	001-0750-000.53-20	POSTAGE	-		
394	400	400	001-0750-000.53-30	TELEPHONE	-		
1,778	1,146	1,300	001-0750-000.58-10	TRAVEL, FOOD & LODGING	-		
195	375	800	001-0750-000.58-50	TRAINING AND CONFERENCES	-		
350	250	350	001-0750-000.58-70	MEMBERSHIPS/DUES/SUBS	-		
1,977	1,544	1,700	001-0750-000.60-10	OFFICE SUPPLIES	-		
-	14	50	001-0750-000.64-10	BOOKS AND PERIODICALS	-		
-	-	-	001-0750-000.69-50	MISCELLANEOUS EXPENSES	-		
577	-	-	001-0750-000.69-70	CASH SHORT/LONG	-		
1,685	-	-	001-0750-000.69-80	ASSETS < \$5000	-		-
124,072	59,125	102,741		TOTAL MATERIALS AND SERVICES	-	-	-
236,049	163,002	167,432		SUB-TOTAL JUDICIAL	-	-	-
499,199	469,327	565,642		TOTAL LEGAL & JUDICIAL DEPARTMENT	177,644	177,644	177,644

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

Fund:	General (001)	
Department:	Human Resources (1000)	Number of Employees: 2.0
Program:	Personnel (000)	

Mission

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

Description

The City's Human Resource Department is going into its fifth 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 100 full-time regular employees in seven Departments who will continue to rely on a dedicated Human Resources Department. This was a goal of the City Council in 2016.

In August 2017, the safety component of the Regulatory Compliance Manager position in the Public Works Department was separated from that position and a City-Wide Safety Officer position was created. The Safety Officer position reports to the Human Resources Director. In 2018 the Safety Officer was made a full-time position.

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

2020-21 Goals, Projects and Highlights

- Continue to evaluate processes, equipment and training to reduce workplace injuries.
- Develop access security system with IT and General Services.
- Continue to review and update personnel policies to reduce City liability.
- Develop onboarding video to aid new hires.
- Continue to work with HUB-BCI to identify no-cost or marginal costs benefits for employees.
- Continual improvement of Safety process and programs that include equipment and training.
- Continue to evaluate recruitment process to ensure the City is able to attract high quality employees while being fiscally responsible with the public's resources.

2019-20 Accomplishments/Comments

- Recruited and filled eleven positions, recruited for City Attorney that was later contracted out.
- Reduce City liability and improve employee safety.

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

- Acquired new Identification System as first step in improving workplace security City-Wide.
- Continued to review and update personnel policies to reduce City liability.
- Continued to develop Enterprise Risk Management.
- Continued to work with HUB-BCI to identify no-cost or marginal costs benefits for employees.
- Continue to evaluate recruitment process to ensure the City is able to attract high quality employees while being fiscally responsible with the public's resources.

City of The Dalles, Oregon Fiscal Year 2020-21 Budget

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	FY20/21 Proposed Budget	FY20/21 Approved Budget	FY20/21 Adopted Budget
HUMAN RESOURCES DEPARTMENT							
81,645	131,920	151,330	001-1000-000.11-00	REGULAR SALARIES	159,767	159,767	159,767
33,478	-	-	001-1000-000.12.00	PARTTIME/TEMP SALARIES	4,080	4,080	4,080
17,925	22,186	27,020	001-1000-000.21-10	MEDICAL INSURANCE	27,806	27,806	27,806
702	895	953	001-1000-000.21-20	L-T DISABILITY INSURANCE	1,007	1,007	1,007
87	91	100	001-1000-000.21-30	LIFE INSURANCE	100	100	100
309	144	383	001-1000-000.21-40	WORKERS COMP INSURANCE	560	560	560
8,800	10,113	11,577	001-1000-000.22-00	FICA	12,534	12,534	12,534
11,119	11,677	18,364	001-1000-000.23-00	RETIREMENT CONTRIBUTIONS	21,569	21,569	21,569
423	1,180	3,943	001-1000-000.28-00	VEBA CONTRIBUTIONS	4,164	4,164	4,164
-	-	-	001-1000-000.29-00	OTHER EMPLOYEE BENEFITS	-	-	-
154,488	178,206	213,670	TOTAL PERSONNEL SERVICE		231,587	231,587	231,587
2.0	2.0	2.0		Total Full-Time Equivalent (FTE)	2.05	2.05	2.05
-	18	-	001-1000-000.34-50	SPECIAL STUDIES & REPORTS	-	-	-
15,733	7,023	5,735	001-1000-000.39-00	OTHER CONTRACTUAL SVCS	3,987	3,987	3,987
4,462	4,320	2,000	001-1000-000.39-10	OTHER LEGAL SERVICES	2,000	2,000	2,000
1,154	-	1,000	001-1000-000.39-60	RECRUITMENT / HIRING COSTS	8,500	8,500	8,500
3,570	3,558	4,500	001-1000-000.50-60	EMPLOYEE RELATIONS	4,500	4,500	4,500
42	24	150	001-1000-000.53-20	POSTAGE	150	150	150
2,024	2,143	2,400	001-1000-000.53-30	TELEPHONE	2,475	2,475	2,475
2,965	814	3,140	001-1000-000.58-10	TRAVEL, FOOD & LODGING	5,800	3,000	3,000
540	971	2,985	001-1000-000.58-50	TRAINING AND CONFERENCES	4,535	2,800	2,800
182	1,062	959	001-1000-000.58-70	MEMBERSHIPS/DUES/SUBS	1,149	1,149	1,149
1,051	893	1,200	001-1000-000.60-10	OFFICE SUPPLIES	1,200	1,200	1,200
-	-	-	001-1000-000.60-50	SAFETY SUPPLIES/EQUIPMENT	8,450	8,450	8,450
35	4	100	001-1000-000.64-10	BOOKS AND PERIODICALS	100	100	100
233	344	500	001-1000-000.69-50	MISCELLANEOUS EXPENSES	500	500	500
-	1,848	4,350	001-1000-000.69-80	ASSETS <5000	3,300	3,300	3,300
31,989	23,022	29,019	TOTAL MATERIALS AND SERVICES		46,646	42,111	42,111
186,478	201,228	242,689	TOTAL HUMAN RESOURCES DEPARTMENT		278,233	273,698	273,698

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	Line Item Detail	FY20/21 Adopted Budget
GENERAL FUND 001						
HUMAN RESOURCES						
81,645	131,920	151,330	001-1000-000.11-00	REGULAR SALARIES		159,767
33,478	-	-	001-1000-000.12-00	PARTTIME/TEMP SALARIES		4,080
17,925	22,186	27,020	001-1000-000.21-10	MEDICAL INSURANCE		27,806
702	895	953	001-1000-000.21-20	L-T DISABILITY INSURANCE		1,007
87	91	100	001-1000-000.21-30	LIFE INSURANCE		100
309	144	383	001-1000-000.21-40	WORKERS COMP INSURANCE		560
8,800	10,113	11,577	001-1000-000.22-00	FICA		12,534
11,119	11,677	18,364	001-1000-000.23-00	RETIREMENT CONTRIBUTIONS		21,569
423	1,180	3,943	001-1000-000.28-00	VEBA CONTRIBUTIONS		4,164
-	-	-	001-1000-000.29-00	OTHER EMPLOYEE BENEFITS		-
154,488	178,206	213,670	TOTAL PERSONNEL SERVICES			231,587
2	2	2	Total Full Time Equivalent (FTE)			2.05
-	18	-	001-1000-000.34-50	SPECIAL STUDIES & REPORTS		-
15,733	7,023	5,735	001-1000-000.39-00	OTHER CONTRACTUAL SVCS		3,987
				Annual Social Security State Admin Fee	100	
				Caselle HR Module	2,028	
				ApplicantPro	1,859	
4,462	4,320	2,000	001-1000-000.39-10	OTHER LEGAL SERVICES		2,000
				HR Director access to HR law firm	2,000	
1,154	-	1,000	001-1000-000.39-60	RECRUITMENT / HIRING COSTS		8,500
				Recruitment Posting- This year police department recruitment moved to HR		
3,570	3,558	4,500	001-1000-000.50-60	EMPLOYEE RELATIONS		4,500
				Employee recognition events such as Holiday turkeys/hams, summer picnic; wellness, flowers, etc.		
42	24	150	001-1000-000.53-20	POSTAGE		150
2,024	2,143	2,400	001-1000-000.53-30	TELEPHONE		2,475
2,965	814	3,140	001-1000-000.58-10	TRAVEL, FOOD & LODGING		3,000
				For Training & Conferences: OCCMA, LOC, CIS, OSHA, & ASSE (bimonthly), Safety ReCert.	2,800	
				Mileage reimbursement for travel time for safety officer	1,200	
540	971	2,985	001-1000-000.58-50	TRAINING AND CONFERENCES		2,800
				CPR Certified Training/Fall Protection/Confined Space Training		
				OCCMA, LOC, CIS, OSHA, & ASSE		
182	1,062	959	001-1000-000.58-70	MEMBERSHIPS/DUES/SUBS		1,149
				National Testing Network	550	
				OCCMA	90	
				IPMA_HR	149	
				GSP (Safety Certification)	140	
				ASSE	220	
1,051	893	1,200	001-1000-000.60-10	OFFICE SUPPLIES		1,200
-	-	-	001-1000-000.60-50	SAFETY SUPPLIES/EQUIPMENT		8,450
				Hazard Communication Program	4,300	
				CPR Training Equipment	750	
				Hearing Conservation Assessment/Physician Verification	3,400	
35	4	100	001-1000-000.64-10	BOOKS AND PERIODICALS		100
233	344	500	001-1000-000.69-50	MISCELLANEOUS EXPENSES		500
-	1,848	4,350	001-1000-000.69-80	Asset <5000		3,300
				Replace Office Printer	500	
				Replace HR Laptop	2,300	
				Purchase Proximity Card Encoder	500	
31,990	23,022	29,019	TOTAL MATERIALS AND SERVICES			42,111
186,478	201,228	242,689	TOTAL PERSONNEL DEPARTMENT			273,698

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

Fund:	General Fund (001)	
Department:	Community Development (1100)	Number of Employees: 7.66
Program:	Planning (000)	

Mission

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

Additionally the Department serves as staff to the Urban Renewal Agency and provides assistance for economic development, including activities for Main Street, Vertical Housing, Economic Development and Housing and Enterprise Zone.

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

Description

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

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

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

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

There are currently seven (7) permanent, full-time positions in the Department: Director, Senior Planner, Associate Planner, Planner, Administrative Secretary, Community Development Analyst and Codes Enforcement Officer. The Community Development Analyst position was

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

added to the department in FY2019/20, and will be funded through the General Fund and Urban Renewal Agency and is part of the Economic Development Division.

The proposed FY2020/21 budget includes two new limited term positions: a Records Retention Clerk (0.66 FTE) to be shared with the City Clerk's Office and a Planner position (Resource Assistance for Rural Environments Planner). The RARE Planner program is an AmeriCorps program administered by the University of Oregon.

2020-21 Goals, Projects and Highlights

- The primary goal of the Department is to continue to serve the citizens in the most professional manner possible.
- Continue to implement departmental procedures and processes that will improve customer service levels.
- Develop and implement metrics to measure changes in customer service levels.
- Continue the timely processing of entitlement applications and other departmental permits.
- Maintain Certified Local Government designation by continuing historic preservation programs, special projects and other grant-funded eligible activities.
- Complete third and fourth phases of the 2017 Housing Strategies Report implementation program.
- Continue to engage Columbia River Gorge Commission staff and Board throughout the preparation process of the Gorge 2020 Management Plan with the goal of ensuring the City's concerns are addressed in the adopted Plan.
- Provide assistance in developing and implementing the City's economic development strategies and activities.
- Undertake TGM grant funded Westside Area Study and Master Plan.

2019-20 Accomplishments/Comments

- Completed the first and second phases of the 2017 Housing Strategies Report implementation program.
- Continued Staff support of the Planning Commission, Historic Landmarks Commission, Site Review Team, Urban Renewal Agency, Main Street and other community groups and Ad Hoc Committees.
- Continued coordination with other City departments, citizens, special interest groups, and County, State and Federal agencies for both current and long range planning efforts.

City of The Dalles, Oregon
Fiscal Year 2020-21 Budget

- Continued to provide planning services to the County Planning Department within the Urban Growth Area, the City Public Works Department, and the Urban Renewal Agency.
- For calendar year 2019 the Department processed 127 building permits, and 178 development applications including 27 Site Team/Pre-applications, 83 Sign Permits, 11 Site Plan Reviews, 3 Conditional Use Permits, 0 Street Vacations, 3 Home Business Permits, 11 Vacation Rentals, 9 Adjustments, 8 Minor Partitions, 8 Property Line Adjustments, 2 Subdivisions, 11 Historic Landmarks Commission applications and 2 Appeals. Additionally, the Department provided assistance to 1,434 public counter visits and 1,172 phone calls for general inquiries.

Major Issues to be Resolved in the Next 5 Years

- Update 2030 Vision Action Plan through an extensive community outreach and engagement program.
- Undertake and complete an update to the 2011 Comprehensive Land Use Plan.
- Upon adoption of the Gorge 2020 Management Plan, assess the City's options to seek expansion of the Urban Growth Boundary and the NSA Urban Area boundary.
- Assist Urban Renewal Agency with development related matters in the Urban Renewal Plan Area.

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	FY20/21 Proposed Budget	FY20/21 Approved Budget	FY20/21 Adopted Budget
PLANNING DEPARTMENT							
232,391	309,368	342,646	001-1100-000.11-00	REGULAR SALARIES	392,107	392,107	392,107
2,314	-	-	001-1100-000.12-00	PARTTIME/TEMP SALARIES	4,160	-	-
1,895	833	1,200	001-1100-000.13-00	OVERTIME SALARIES	1,200	1,200	1,200
58,369	71,262	86,729	001-1100-000.21-10	MEDICAL INSURANCE	107,424	107,424	107,424
1,604	2,057	2,160	001-1100-000.21-20	L-T DISABILITY INSURANCE	2,509	2,509	2,509
105	110	228	001-1100-000.21-30	LIFE INSURANCE	300	300	300
2,071	1,755	941	001-1100-000.21-40	WORKERS COMP INSURANCE	2,190	2,077	2,077
17,498	23,042	26,305	001-1100-000.22-00	FICA	30,406	26,942	26,942
14,386	28,661	43,283	001-1100-000.23-00	RETIREMENT CONTRIBUTIONS	45,391	45,391	45,391
1,577	1,657	4,384	001-1100-000.28-00	VEBA CONTRIBUTIONS	5,368	5,368	5,368
120	120	120	001-1100-000.29-00	OTHER EMPLOYEE BENEFITS	120	120	120
332,330	438,865	507,996	TOTAL PERSONNEL SERVICE		591,175	583,438	583,438
4.5	5.0	5.0	Total Full-Time Equivalent (FTE)		7.66	7.41	7.41
42,491	29,986	53,635	001-1100-000.31-10	CONTRACTUAL SERVICES	99,135	74,135	74,135
-	-	-	001-1100-000.34-10	ENGINEERING SERVICES	-	-	-
-	-	-	001-1100-000.35-40	BASE MAPPING	-	-	-
-	-	-	001-1100-000.35-60	FILING FEES	-	-	-
8,920	6,250	8,045	001-1100-000.39-00	OTHER CONTRACTUAL SVCS	8,045	8,045	8,045
1,355	1,974	2,000	001-1100-000.43-10	BUILDINGS AND GROUNDS	2,000	2,000	2,000
2,474	1,787	1,800	001-1100-000.43-40	OFFICE EQUIPMENT	2,200	2,200	2,200
44	144	500	001-1100-000.43-50	VEHICLES	500	500	500
34	-	700	001-1100-000.43-51	GAS/OIL/DIESEL/LUBRICANTS	700	700	700
-	-	400	001-1100-000.43-52	TIRES AND TIRE REPAIRS	400	400	400
969	1,174	1,700	001-1100-000.53-20	POSTAGE	1,700	1,700	1,700
3,487	3,667	4,745	001-1100-000.53-30	TELEPHONE	4,745	4,745	4,745
886	1,175	1,200	001-1100-000.53-40	LEGAL NOTICES	2,500	2,500	2,500
1,333	259	800	001-1100-000.54-00	ADVERTISING	1,000	1,000	1,000
-	104	350	001-1100-000.55-00	PRINTING AND BINDING	350	350	350
2,110	2,278	3,000	001-1100-000.58-10	TRAVEL, FOOD & LODGING	3,500	2,500	2,500
626	2,332	3,500	001-1100-000.58-50	TRAINING AND CONFERENCES	3,500	2,500	2,500
1,163	1,345	2,600	001-1100-000.58-70	MEMBERSHIPS/DUES/SUBS	3,300	1,785	1,785
2,078	2,189	2,500	001-1100-000.60-10	OFFICE SUPPLIES	2,700	2,700	2,700
-	-	-	001-1100-000.60-85	SPECIAL DEPT SUPPLIES	-	-	-
-	-	100	001-1100-000.64-10	BOOKS AND PERIODICALS	100	100	100
-	365	500	001-1100-000.64-80	COMPUTER SOFTWARE	500	500	500
-	-	-	001-1100-000.69-50	MISCELLANEOUS EXPENSES	-	-	-
2,393	4,937	4,000	001-1100-000.69-80	ASSETS < \$5000	18,700	10,600	10,600
70,363	59,966	92,075	TOTAL MATERIALS AND SERVICES		155,575	118,960	118,960
-	-	5,000	001-1100-000.74-20	VEHICLES	-	-	-
-	-	5,000	TOTAL CAPITAL OUTLAY		-	-	-
402,693	498,831	605,071	SUB-TOTAL PLANNING DEPARTMENT		746,750	702,398	702,398

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	Line Item Detail	FY20/21 Adopted Budget
GENERAL FUND 001						
PLANNING DEPARTMENT						
232,391	309,368	342,646	001-1100-000.11-00	REGULAR SALARIES		392,107
2,314	-	-	001-1100-000.12-00	PARTTIME/TEMP SALARIES		
1,895	833	1,200	001-1100-000.13-00	OVERTIME SALARIES		1,200
58,369	71,262	86,729	001-1100-000.21-10	MEDICAL INSURANCE		107,424
1,604	2,057	2,160	001-1100-000.21-20	L-T DISABILITY INSURANCE		2,509
105	110	228	001-1100-000.21-30	LIFE INSURANCE		300
2,071	1,755	941	001-1100-000.21-40	WORKERS COMP INSURANCE		2,077
17,498	23,042	26,305	001-1100-000.22-00	FICA		26,942
14,386	28,661	43,283	001-1100-000.23-00	RETIREMENT CONTRIBUTIONS		45,391
1,577	1,657	4,384	001-1100-000.28-00	VEBA CONTRIBUTIONS		5,368
120	120	120	001-1100-000.29-00	OTHER EMPLOYEE BENEFITS		120
332,330	438,865	507,996	TOTAL PERSONNEL SERVICE			583,438
5.0	5.0	5.0	Total Full Time Equivalent (FTE)			7.66
42,491	29,986	53,635	001-1100-000.31-10	CONTRACTUAL SERVICES		74,135
				Housing Strategies Report Implementation		
				SawNet annual fees	135	
				Ft. Dalles Museum Support	22,500	
				Misc consultant services -	6,000	
				RARE Planner	23,500	
				Westside Study and Master Plan	22,000	
-	-	-	001-1100-000.34-10	ENGINEERING SERVICES		-
-	-	-	001-1100-000.35-40	BASE MAPPING		-
				Wasco Co. Assessor Map Fees		
-	-	-	001-1100-000.35-60	FILING FEES		-
8,920	6,250	8,045	001-1100-000.39-00	OTHER CONTRACTUAL SVCS		8,045
				1. Wasco Co. GIS Support - \$12,000	4,000	
				1/3 Planning = \$4,000		
				1/3 PW = \$4,000		
				1/6 UR = \$2,000 Transfer to General Fund		
				1/6 Codes = \$2,000		
				2. ArcGIS Software Planning \$2,800 URA \$1,350 Codes \$100	2,800	
				3. Adobe Acrobat \$570 Planning \$285 Codes	570	
				4. Asana Project Tracking Software Planning \$675 Codes \$75	675	
1,355	1,974	2,000	001-1100-000.43-10	BUILDINGS AND GROUNDS		2,000
				Pioneer Cemetery annual Maintenance		
2,474	1,787	1,800	001-1100-000.43-40	OFFICE EQUIPMENT		2,200
				Copier lease	1,800	
				Maintenance	400	
44	144	500	001-1100-000.43-50	VEHICLES		500
				PW estimate of projected maint/repairs		
34	-	700	001-1100-000.43-51	GAS/OIL/DIESEL/LUBRICANTS		700
				Dept vehicle		
-	-	400	001-1100-000.43-52	TIRES AND TIRE REPAIRS		400
				Dept vehicle		
969	1,174	1,700	001-1100-000.53-20	POSTAGE		1,700
				Planning Mailing History		
				HLC		
3,487	3,667	4,745	001-1100-000.53-30	TELEPHONE		4,745
				Gorge.net Services	4,025	
				Steve's Cell Phone	720	
886	1,175	1,200	001-1100-000.53-40	LEGAL NOTICES		2,500
				PC PH, Notices		
1,333	259	800	001-1100-000.54-00	ADVERTISING		1,000
				Historical Usage, Long Range Planning, Comp Plan		
-	104	350	001-1100-000.55-00	PRINTING AND BINDING		350
2,110	2,278	3,000	001-1100-000.58-10	TRAVEL, FOOD & LODGING		2,500
626	2,332	3,500	001-1100-000.58-50	TRAINING AND CONFERENCES		2,500
				AICP Exam fees		
				Planners Conference	1,000	
				Planning Commissioner Training	1,000	
				Historic Landmarks Commissioners Training	500	
1,163	1,345	2,600	001-1100-000.58-70	MEMBERSHIPS/DUES/SUBS		1,785
				APA membership fees		
				Nat'l Historic Trust Membership (aids in grant process)		

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	Line Item Detail	FY20/21 Adopted Budget
				OR City Planning Director Association		
				APA membership fees - Planning Commission		
				OCEA		
2,078	2,189	2,500	001-1100-000.60-10	OFFICE SUPPLIES		2,700
-	-	-	001-1100-000.60-85	SPECIAL DEPT SUPPLIES		-
-	-	100	001-1100-000.64-10	BOOKS AND PERIODICALS		100
-	365	500	001-1100-000.64-80	COMPUTER SOFTWARE		500
-	-	-	001-1100-000.69-50	MISCELLANEOUS EXPENSES		-
2,393	4,937	4,000	001-1100-000.69-80	ASSETS < \$5000		10,600
				For durable goods lasting more than one year, but costing less than \$5,000, such as chairs, calculators, etc.		
				Replacement Computers (3) per schedule	6600	
				Extending planning office with new desk, chairs, misc	4,000	
70,363	59,966	92,075		TOTAL MATERIALS AND SERVICES		118,960
-	-	5,000	001-1100-000.74-20	VEHICLES		-
				Replace Planning vehicle with Police surplus vehicle - auction value		
-	-	5,000		TOTAL CAPITAL OUTLAY		-
402,693	498,831	605,071		TOTAL PLANNING DEPARTMENT		702,398

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

Fund:	General (001)
Department:	Community Development (1100)
Program:	Economic Development (1150)

Mission

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

Description

The Economic Development Division is responsible for coordinating the City's economic development programs and overseeing implementation of the City's overall economic development strategy. The division collaborates with local and regional partners in marketing the community for the growth and development of a diversified business community. To meet these tasks, the division receives support from the City Manager's Office, Planning Division, Columbia Gateway Urban Renewal Agency, and local and regional partners. The division is also involved in the Enterprise Zone, Opportunity Zone, Vertical Housing Zone and the Columbia Gorge Regional Airport which are considered other economic development tools 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 needs, continued reinvestment of commercial districts, expansion of visitor-serving opportunities and continued growth of the industrial sector.

2020-21 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.
- Work in partnership with the Main Street Program and other local partners, to further the continuing economic vitality of downtown.
- Promote use of Vertical Housing Zone to create opportunities for downtown residential development through active engagement of property owners and residential builders.

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

- Complete feasibility study, including identification of potential funding sources, for the undergrounding of utilities in the downtown area.
- Undertake implementation of Economic Opportunities Analysis, including the preparation of an airport business park marketing strategy/plan and a retail business retention/attraction strategy/plan.
- Prepare an implementation strategy/plan for the downtown visioning study, in coordination with the Urban Renewal Agency, Main Street, and other downtown stakeholder groups.

2019-20 Accomplishments/Comments

- Initiated feasibility study for the undergrounding of utilities in the downtown.
- Completed Economic Opportunities Analysis, which focused on employment land demand, local labor market demands and regional industry trends.
- As a follow up to Economic Opportunities Analysis, completed employment lands supply analysis and employment lands buildable lands inventory.
- Completed sale of remaining Urban Renewal Agency-owned downtown properties and entered into ENAs and/or DDA's with buyers.
- Completed a downtown visioning study, which identified future development opportunities and produced community supported visioning statements for public and private downtown investments. Initiated preparation of implementation plan.

Major Issues to be Resolved in the Next 5 Years

- Resolution of a long-term downtown parking management demand and supply strategy.
- If a determination is made to dissolve the Urban Renewal Agency, identify economic development programs and strategies that can be transferred to the City or other local economic development partners.
- Identify potential funding sources to complete local bike hubs.

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18	FY18/19	FY19/20		Account	FY20/21	FY20/21	FY20/21
Actual	Actual	Budget	Account Number	Description	Proposed	Approved	Adopted
					Budget	Budget	Budget
				ECONOMIC DEVELOPMENT			
-	34,462	55,000	001-1150-000.31-10	CONTRACTUAL SERVICES	80,000	45,000	45,000
-	-	-	001-1150-000.43-45	JOINT USE OF LABOR / EQUIP	-	-	-
65	-	70	001-1150-000.53-20	POSTAGE	70	70	70
-	-	-	001-1150-000.53-30	TELEPHONE	-	-	-
-	-	100	001-1150-000.54-00	ADVERTISING	100	100	100
889	2,265	2,000	001-1150-000.58-10	TRAVEL, FOOD & LODGING	2,000	2,000	2,000
262	25	800	001-1150-000.58-50	TRAINING AND CONFERENCES	800	800	800
-	85	250	001-1150-000.58-70	MEMBERSHIP/DUES/SUBSCRIPTIONS	250	250	250
61	45	300	001-1150-000.60-10	OFFICE SUPPLIES	300	300	300
-	-	500	001-1150-000.60-85	SPECIAL SUPPLIES	500	500	500
-	-	200	001-1150-000.69-50	MISCELLANEOUS EXPENSES	200	200	200
-	-	-	001-1150-000.69-80	ASSETS < \$5000	-	-	-
1,277	36,882	59,220		TOTAL MATERIALS AND SERVICES	84,220	49,220	49,220
1,277	36,882	59,220		SUB-TOTAL ECONOMIC DEVELOPMENT	84,220	49,220	49,220

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Description	Line Item Detail	FY20/21 Adopted Budget
GENERAL FUND 001						
ECONOMIC DEVELOPMENT						
-	34,462	55,000	001-1150-000.31-10	CONTRACTUAL SERVICES		45,000
				Main Street Program	25,000	
				EOA - Business Attraction Strategies		
				EOA - Business Retention Strategies	20,000	
				EOA - Airport Business Park Marketing		
-	-	-	001-1150-000.43-45	JOINT USE OF LABOR / EQUIP		-
65	-	70	001-1150-000.53-20	POSTAGE		70
-	-	-	001-1150-000.53-30	TELEPHONE		-
-	-	100	001-1150-000.54-00	ADVERTISING		100
889	2,265	2,000	001-1150-000.58-10	TRAVEL, FOOD & LODGING		2,000
				UR & ED Conference		
262	25	800	001-1150-000.58-50	TRAINING AND CONFERENCES		800
				ED Conference fees		
-	85	250	001-1150-000.58-70	MEMBERSHIP/DUES/SUBSCRIPTIONS		250
61	45	300	001-1150-000.60-10	OFFICE SUPPLIES		300
-	-	500	001-1150-000.60-85	SPECIAL SUPPLIES		500
-	-	200	001-1150-000.69-50	MISCELLANEOUS EXPENSES		200
-	-	-	001-1150-000.69-80	ASSETS < \$5000		
1,277	36,882	59,220		TOTAL MATERIALS AND SERVICES		49,220

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

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

Mission

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

Description

The Codes Enforcement Division seeks compliance of the City's Municipal Code through a variety of means including public education, and both proactive and reactive efforts. The Division collaborates with community partners 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.

2020-2021 Goals, Projects, and Highlights

- Continue public education for abatement of puncture vine and other property maintenance and vegetation enforcement issues.
- Continue to coordinate with the Mid-Columbia Fire and Rescue District in the enforcement and public education of burning barrel permit regulations.
- Coordinate with the Finance Department and Planning Division to provide public education and compliance with transient merchant license requirements.
- Continue working with Mid-Columbia Fire and Rescue in use of Burn to Learn Program as a method to eliminate vacant blighted buildings on private property. In collaboration with Police Department explore potential of utilizing vacant blighted buildings for SERT training opportunities.
- Partner with Wasco County Youth Authority to conduct two annual neighborhood clean-up events.
- Continued use of GIS system to track and inventory codes enforcement cases to identify areas and violation types requiring focused compliance efforts.

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

2019-2020 Accomplishments/Comments

- Graffiti abatement ordinance prepared and adopted establishing new graffiti reporting and abatement procedures. Entered into agreement with Wasco County Youth Services to establish a program to assist property owners in the abatement of graffiti.
- New door hanger prepared and distributed educating public of new regulations addressing motorhomes, trailers, and boats stored and/or abandoned on the public right-of-way.
- For calendar year 2019, 204 inspections were conducted, representing 183 code enforcement cases; abatement of four residential properties; 326 vehicles were cited, resulting in 51 vehicles towed; and 77 abandoned vehicles were disposed of through a DMV program at no cost to the City.
- The GIS system has been completed and being utilized to track and inventory codes enforcement cases to identify areas and violation types requiring focused compliance efforts; newly added is the tracking locations for tagging of vehicles.

Major Issues to be resolved in the next 5 years

- Continue to secure compliance with City's code regulations through voluntary and proactive efforts, and to implement measures and programs designed to ensure continued compliance.
- Conduct assessment of staffing and other available resources to develop and implement a codes enforcement program that effectively educates and seeks compliance of Municipal Code property maintenance, nuisance and vehicular regulations.

City of The Dalles, Oregon Fiscal Year 2020-21 Budget

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	FY20/21 Proposed Budget	FY20/21 Approved Budget	FY20/21 Adopted Budget
CODES ENFORCEMENT							
44,757	45,653	46,566	001-1175-000.11-00	REGULAR SALARIES	47,730	47,730	47,730
9,234	9,532	10,223	001-1175-000.21-10	MEDICAL INSURANCE	10,525	10,525	10,525
290	318	293	001-1175-000.21-20	L-T DISABILITY INSURANCE	301	301	301
41	44	50	001-1175-000.21-30	LIFE INSURANCE	50	50	50
1,407	705	678	001-1175-000.21-40	WORKERS COMP INSURANCE	694	694	694
3,385	3,451	3,562	001-1175-000.22-00	FICA	3,651	3,651	3,651
(1,690)	6,260	6,286	001-1175-000.23-00	RETIREMENT	6,444	6,444	6,444
-	-	-	001-1175-000.29-00	OTHER EMPLOYEE BENEFITS	-	-	-
57,423	65,963	67,658	TOTAL PERSONNEL SERVICE		69,395	69,395	69,395
1.0	1.0	1.0	Total Full-Time Equivalent (FTE)		1.00	1.00	1.00
2,704	3,336	15,600	001-1175-000.31-10	CONTRACTUAL SERVICES	15,000	15,000	15,000
2,000	3,931	2,460	001-1175-000.39-00	OTHER CONTRACTUAL SRVCS	2,460	2,460	2,460
53	121	200	001-1175-000.43-50	VEHICLES	400	400	400
615	529	700	001-1175-000.43-51	GAS/OIL/DIESEL/LUBRICANTS	700	700	700
312	-	350	001-1175-000.43-52	TIRES AND TIRE REPAIRS	350	350	350
716	615	1,000	001-1175-000.53-20	POSTAGE	1,000	1,000	1,000
1,387	1,156	1,520	001-1175-000.53-30	TELEPHONE	1,520	1,520	1,520
451	530	800	001-1175-000.58-10	TRAVEL, FOOD & LODGING	800	800	800
175	374	800	001-1175-000.58-50	TRAINING AND CONFERENCES	1,000	1,000	1,000
75	75	150	001-1175-000.58-70	MEMBERSHIPS/DUES/SUBS	150	150	150
642	837	1,200	001-1175-000.60-10	OFFICE SUPPLIES	1,200	1,200	1,200
-	-	-	001-1175-000.69-50	MISCELLANEOUS EXPENSES	-	-	-
-	-	1,350	001-1175-000.69-80	ASSETS < \$5000	2,600	2,600	2,600
9,129	11,504	26,130	TOTAL MATERIALS AND SERVICES		27,180	27,180	27,180
66,552	77,467	93,788	TOTAL CODES ENFORCEMENT DEPARTMENT		96,575	96,575	96,575
470,523	613,180	758,079	TOTAL PLANNING/ ECONOMIC DEVELOPMENT/ CODES ENFORCMENT DEP		927,545	848,193	848,193

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	Line Item Detail	FY20/21 Adopted Budget
GENERAL FUND 001						
CODES ENFORCEMENT						
44,757	45,653	46,566	001-1175-000.11-00	REGULAR SALARIES		47,730
9,234	9,532	10,223	001-1175-000.21-10	MEDICAL INSURANCE		10,525
290	318	293	001-1175-000.21-20	L-T DISABILITY INSURANCE		301
41	44	50	001-1175-000.21-30	LIFE INSURANCE		50
1,407	705	678	001-1175-000.21-40	WORKERS COMP INSURANCE		694
3,385	3,451	3,562	001-1175-000.22-00	FICA		3,651
(1,690)	6,260	6,286	001-1175-000.23-00	RETIREMENT		6,444
-	-	-	001-1175-000.29-00	OTHER EMPLOYEE BENEFITS		-
57,423	65,963	67,658	TOTAL PERSONNEL SERVICE			69,395
1.0	1.0	1.0	Total Full-Time Equivalent (FTE)			1.0
2,704	3,336	15,600	001-1175-000.31-10	CONTRACTUAL SERVICES		15,000
				Nuisance abatements	10000	
				Neighborhood clean up expenses (2)	5000	
2,000	3,931	2,460	001-1175-000.39-00	OTHER CONTRACTUAL SRVCS		2,460
				Wasco Co GIS maintenance costs	2000	
				ArcGIS	100	
				Asana project tracking software	75	
				Adobe	285	
53	121	200	001-1175-000.43-50	VEHICLES		400
615	529	700	001-1175-000.43-51	GAS/OIL/DIESEL/LUBRICANTS		700
312	-	350	001-1175-000.43-52	TIRES AND TIRE REPAIRS		350
716	615	1,000	001-1175-000.53-20	POSTAGE		1,000
1,387	1,156	1,520	001-1175-000.53-30	TELEPHONE		1,520
451	530	800	001-1175-000.58-10	TRAVEL, FOOD & LODGING		800
175	374	800	001-1175-000.58-50	TRAINING AND CONFERENCES		1,000
75	75	150	001-1175-000.58-70	MEMBERSHIPS/DUES/SUBS		150
642	837	1,200	001-1175-000.60-10	OFFICE SUPPLIES		1,200
-	-	-	001-1175-000.69-50	MISCELLANEOUS EXPENSES		-
-	-	1,350	001-1175-000.69-80	ASSETS < \$5000		2,600
				computer software	2600	
9,129	11,504	26,130	TOTAL MATERIALS AND SERVICES			27,180
66,552	77,467	93,788	TOTAL CODES ENFORCEMENT DEPARTMENT			96,575

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

Fund:	General (001)	
Department:	Police (1300)	Number of Employees: 29 total (2 part time)
Program:	Public Safety (000)	

Mission:

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

Description

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

- Protection of life and property
- The Detection and apprehension of offenders
- Enforcement of state laws, city ordinances, and traffic laws
- Proactive Law Enforcement by partnering with community

The department is budgeted for 26 full time positions and 2 part-time. *If it is approved for the Police Department to add a police officer in the 20-21 budget, the number will be 27 full time positions.

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

Non-enforcement programs include:

- Neighborhood Watch
- Police Reserves
- Parent/Child Aid Drug Testing
- Neighborhood Enforcement Action Team (NEAT)
- Homeless Coalition/Identification
- Crisis Intervention Team (CIT)
- Community Drug take back
- School Safety Protocol/Plan committee

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

2020-2021 Goals, Projects and Highlights

- *Maintain Technology and Equipment efficiency
- Increase numbers in Police Reserve program
- *Police Department homeless identification program
- Have fully staffed Police Department/hire two new officers
- *Functioning Peer Support Program
- *Work with partners on homelessness and quality of life solutions

2019-2020 Accomplishments/Comments

- Updated all Police Department policies
- Successfully trained three new police officers
- Successfully navigated through an Officer Involved Shooting incident
- Continued mentorship and leadership training for supervisors
- Implemented Body worn cameras for all officers

Major Issues to be resolved in the next five years

- Law enforcement's challenges in civil/vicarious liability
- A law enforcement plan to meet Boise vs Martin 9th Circuit Court homelessness/shelter challenge
- Recruiting female officers
- Management succession plan
- Communication and education regarding 21st Century Policing

*Goals and projects that were met or completed in 2019-20

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	FY20/21 Proposed Budget	FY20/21 Approved Budget	FY20/21 Adopted Budget
POLICE							
1,714,199	1,806,269	2,000,342	001-1300-000.11-00	REGULAR SALARIES	2,055,550	1,994,463	1,994,463
20,952	18,834	29,097	001-1300-000.12-00	PARTTIME/TEMP SALARIES	25,753	25,753	25,753
155,805	131,877	136,506	001-1300-000.13-00	OVERTIME SALARIES	131,000	126,300	126,300
-	-	5,000	001-1300-000.13-10	DUI OVERTIME SALARIES	5,000	5,000	5,000
2,148	13,697	11,737	001-1300-000.14-00	BI-LINGUAL INCENTIVE 5%	14,991	14,991	14,991
427,436	465,199	547,009	001-1300-000.21-10	MEDICAL INSURANCE	627,902	600,292	600,292
10,581	11,170	11,594	001-1300-000.21-20	L-T DISABILITY INSURANCE	12,730	12,243	12,243
1,168	1,217	1,288	001-1300-000.21-30	LIFE INSURANCE	1,360	1,310	1,310
61,543	52,750	62,539	001-1300-000.21-40	WORKERS COMP INSURANCE	61,240	58,885	58,885
142,279	148,011	166,898	001-1300-000.22-00	FICA	166,911	160,732	160,732
345,869	359,729	387,681	001-1300-000.23-00	RETIREMENT CONTRIBUTIONS	418,229	418,229	418,229
11,449	14,932	22,758	001-1300-000.28-00	VEBA CONTRIBUTIONS	28,764	28,764	28,764
60	60	60	001-1300-000.29-00	OTHER EMPLOYEE BENEFITS	60	60	60
2,893,490	3,023,745	3,382,509	TOTAL PERSONNEL SERVICE		3,549,490	3,447,022	3,447,022
24.5	24.5	25.25		Total Full-Time Equivalent (FTE)	27.45	26.45	26.45
38,634	71,687	69,513	001-1300-000.31-10	CONTRACTUAL SERVICES	78,783	78,783	78,783
347,647	468,502	476,582	001-1300-000.31-40	WASCO CO COMMUNICATIONS	364,844	364,844	364,844
5,476	1,711	3,284	001-1300-000.31-70	RECRUITING EXPENSES	-	-	-
48	59	400	001-1300-000.33-15	INTERPRETOR FEES	400	400	400
341	471	21,000	001-1300-000.33-40	TOWING SERVICES	11,000	11,000	11,000
9,879	9,271	19,146	001-1300-000.34-40	SOFTWARE MAINTENANCE	14,862	14,862	14,862
2,379	2,549	2,700	001-1300-000.41-10	WATER & SEWER	2,500	2,500	2,500
1,492	1,516	1,500	001-1300-000.41-20	GARBAGE SERVICES	1,600	1,600	1,600
7,954	7,494	8,000	001-1300-000.41-40	ELECTRICITY	7,600	7,600	7,600
10,878	10,878	11,658	001-1300-000.42-00	JANITORIAL SERVICES	11,658	11,658	11,658
21,611	14,317	10,000	001-1300-000.43-10	BUILDINGS AND GROUNDS	15,500	15,500	15,500
2,374	-	1,000	001-1300-000.43-30	RADIO EQUIPMENT	2,300	2,300	2,300
-	40	1,000	001-1300-000.43-40	OFFICE EQUIPMENT	1,000	1,000	1,000
20,691	17,048	19,000	001-1300-000.43-50	VEHICLES MAINTENANCE	20,000	20,000	20,000
33,883	40,094	33,800	001-1300-000.43-51	GAS/OIL/DIESEL/LUBRICANTS	39,000	39,000	39,000
3,388	5,518	7,100	001-1300-000.43-52	TIRES AND TIRE REPAIRS	7,100	7,100	7,100
2,471	2,749	2,580	001-1300-000.43-75	ELEVATOR MAINTENANCE	2,700	2,700	2,700
-	-	-	001-1300-000.43-77	HVAC SYSTEMS	800	800	800
50	-	200	001-1300-000.50-40	HEPATITIS PROGRAM	200	200	200
1,276	1,561	1,800	001-1300-000.53-20	POSTAGE	2,000	2,000	2,000
14,968	15,212	19,119	001-1300-000.53-30	TELEPHONE	18,760	18,760	18,760
145	191	400	001-1300-000.54-00	ADVERTISING	500	500	500
1,467	1,443	13,307	001-1300-000.56-00	DIGITAL STORAGE	12,450	12,450	12,450
-	15,095	13,500	001-1300-000.58-10	TRAVEL, FOOD & LODGING	22,500	10,500	10,500
28,140	12,809	16,500	001-1300-000.58-50	TRAINING AND CONFERENCES	7,500	7,500	7,500
2,594	2,425	6,790	001-1300-000.58-70	MEMBERSHIPS/DUES/SUBS	5,090	5,090	5,090
5,489	3,816	17,000	001-1300-000.59-10	SERT TEAM	11,000	5,000	5,000
1,923	1,799	4,000	001-1300-000.59-15	RESERVES	4,000	4,000	4,000
847	2,379	1,500	001-1300-000.59-25	CRIME PREVENTION	1,000	1,000	1,000
4,862	4,166	5,000	001-1300-000.60-10	OFFICE SUPPLIES	5,000	5,000	5,000
2,847	4,788	3,500	001-1300-000.60-20	JANITORIAL SUPPLIES	5,060	5,060	5,060
12,496	3,130	13,500	001-1300-000.60-65	AMMUNITION	13,500	9,045	9,045
5,438	5,474	5,000	001-1300-000.60-70	DRUG TEAM	5,000	5,000	5,000
12,785	17,712	20,393	001-1300-000.60-80	CLOTHING	20,270	20,270	20,270
11,053	12,125	13,202	001-1300-000.60-85	SPECIAL DEPT SUPPLIES	15,808	15,808	15,808
41,532	15,139	20,255	001-1300-000.64-80	COMPUTER SOFTWARE	21,922	21,922	21,922
665	3,671	9,000	001-1300-000.69-50	MISCELLANEOUS EXPENSES	7,500	7,500	7,500
54,563	14,364	35,486	001-1300-000.69-80	ASSETS < \$5000	23,724	23,724	23,724
712,285	791,203	907,715	TOTAL MATERIALS AND SERVICES		784,431	761,976	761,976
-	-	12,500	001-1300-000.72-20	BUILDINGS	-	-	-
82,453	82,861	103,600	001-1300-000.74-20	VEHICLES	83,900	38,100	38,100
-	-	11,000	001-1300-000.74-90	EQUIPMENT, OTHER	16,700	16,700	16,700
82,453	82,861	127,100	TOTAL CAPITAL OUTLAY		100,600	54,800	54,800
3,688,228	3,897,809	4,417,324	TOTAL POLICE DEPARTMENT		4,434,521	4,263,798	4,263,798

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	Line Item Detail	FY20/21 Adopted Budget
POLICE						
1,714,199	1,806,269	2,000,342	001-1300-000.11-00	REGULAR SALARIES		1,994,463
20,952	18,834	29,097	001-1300-000.12-00	PARTTIME/TEMP SALARIES		25,753
155,805	131,877	136,506	001-1300-000.13-00	OVERTIME SALARIES		126,300
-	-	5,000	001-1300-000.13-10	DUI OVERTIME SALARIES		5,000
2,148	13,697	11,737	001-1300-000.14-00	BI-LINGUAL INCENTIVE 5%		14,991
427,436	465,199	547,009	001-1300-000.21-10	MEDICAL INSURANCE		600,292
10,581	11,170	11,594	001-1300-000.21-20	L-T DISABILITY INSURANCE		12,243
1,168	1,217	1,288	001-1300-000.21-30	LIFE INSURANCE		1,310
61,543	52,750	62,539	001-1300-000.21-40	WORKERS COMP INSURANCE		58,885
142,279	148,011	166,898	001-1300-000.22-00	FICA		160,732
345,869	359,729	387,681	001-1300-000.23-00	RETIREMENT CONTRIBUTIONS		418,229
11,449	14,932	22,758	001-1300-000.28-00	VEBA CONTRIBUTIONS		28,764
60	60	60	001-1300-000.29-00	OTHER EMPLOYEE BENEFITS		60
2,893,490	3,023,745	3,382,509	TOTAL PERSONNEL SERVICE			3,447,022
24.5	24.5	25.3	Total Full-Time Equivalent (FTE)			23.45
38,634	71,687	69,513	001-1300-000.31-10	CONTRACTUAL SERVICES		78,783
				Range Outhouse	600	
				Wave	575	
				Clear - Law Enforcement data base used by detectives	3,360	
				Copier monthly lease payment + per page cost	3,000	
				Emergency Operatons Center (Couty) - City share	9,000	
				Juvenile Work Crew (County) Graffiti removal	13,650	
				Taser Lease payment	2,622	
				Work station licenses for Justice (7) (1 for county access to Justice)	8,800	
				Justice Lite Use Licenses	1,750	
				Leso 1033 program	500	
				Stor Moor Storage	900	
				Charter Internet	3,600	
				TIP 411	3,000	
				Getac Tablet Lease	27,426	
347,647	468,502	476,582	001-1300-000.31-40	WASCO CO COMMUNICATIONS		364,844
				Police Dept share of 911 Dispatch Costs - paid to Wasco County - est 24.2% decrease	364,244	
				Police = 91%; PW = 9% each year		
				FY20/21 = Total \$ 91% = 364,244		
				EIS STOP data portal	600	
5,476	1,711	3,284	001-1300-000.31-70	RECRUITING EXPENSES		-
				Starting FY20-21, recruiting expenses are being moved to the Human Resource Budget		
48	59	400	001-1300-000.33-15	INTERPRETOR FEES		400
				Language line	400	
341	471	21,000	001-1300-000.33-40	TOWING SERVICES		11,000
				All tows the Dept is respnsible for, including dept vehicles, evidence tows and abandoned tows.	1,000	
				Recreational Vehicle Tows 4 tows X\$2,500.00	10,000	
9,879	9,271	19,146	001-1300-000.34-40	SOFTWARE MAINTENANCE		14,862
				2FA1 Software(authentication software)	2,300	
				1 year maintenance ageement for tablet server (yearly)	2,012	
				Scheduling software	-	
				Justice Essential yearly fee	6,050	
				Easy Street Draw-Draw crash scenes 3 X\$398	-	
				Camera Digital Evidence redaction	3,000	
				Administration Investigation Management (Annual)	1,500	
2,379	2,549	2,700	001-1300-000.41-10	WATER & SEWER		2,500
				Water/Sewer for Police Station		
1,492	1,516	1,500	001-1300-000.41-20	GARBAGE SERVICES		1,600
				Garbage svc for Police Station & shredder bin		
7,954	7,494	8,000	001-1300-000.41-40	ELECTRICITY		7,600
				Electricity for Police Station		
10,878	10,878	11,658	001-1300-000.42-00	JANITORIAL SERVICES		11,658
				Contracted janitorial services + \$1,000 for other cleaning jobs not covered by the contract, such as		
21,611	14,317	10,000	001-1300-000.43-10	BUILDINGS AND GROUNDS		15,500
				Misc/exterior window cleaning	300	

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	Line Item Detail	FY20/21 Adopted Budget
				Garage Door repair/fire extinguisher testing	1,300	
				Paint for upstairs	8,900	
				Misc expenses	5,000	
2,374	-	1,000	001-1300-000.43-30	RADIO EQUIPMENT		2,300
				Maintenance new mics for new officers, radio batteries replacement	2,300	
-	40	1,000	001-1300-000.43-40	OFFICE EQUIPMENT		1,000
20,691	17,048	19,000	001-1300-000.43-50	VEHICLES MAINTENANCE		20,000
				Repair for 18 Dept vehicles, 1 radar trailer, & 1 training trailer	20,000	
33,883	40,094	33,800	001-1300-000.43-51	GAS/OIL/DIESEL/LUBRICANTS		39,000
3,388	5,518	7,100	001-1300-000.43-52	TIRES AND TIRE REPAIRS		7,100
2,471	2,749	2,580	001-1300-000.43-75	ELEVATOR MAINTENANCE		2,700
				Dept elevator maintenance contract & permit	2,700	
-	-	-	001-1300-000.43-77	HVAC		800
				Filters	800	
50	-	200	001-1300-000.50-40	HEPATITIS PROGRAM		200
				Hep vaccinations for Dept personnel		
1,276	1,561	1,800	001-1300-000.53-20	POSTAGE		2,000
14,968	15,212	19,119	001-1300-000.53-30	TELEPHONE		18,760
				AT&T cell phone in each vehicle, monthly plan	4,810	
				Gorge Networks	600	-
				Century Link	4,800	
				Century Link Police Switch	780	
				ATT Cell	850	
				Globalstar	1,070	
				Cell Allowances	1,440	
				Secure WIFI for PD	150	
				Gorge Networks Connectivity for Radio Receivers	1,500	
				Sorosis to Dispatch Phone line	360	
				All Stream-Long Distance	2,400	
145	191	400	001-1300-000.54-00	ADVERTISING		500
1,467	1,443	13,307	001-1300-000.56-00	DIGITAL STORAGE		12,450
				In car video storage to the cloud	4,000	
				Filming of Dept Records	1,500	
				Body Camera Digital Storage Cloud	6,950	
-	15,095	13,500	001-1300-000.58-10	TRAVEL, FOOD & LODGING		10,500
				Mileage, Meals and Lodging		
28,140	12,809	16,500	001-1300-000.58-50	TRAINING AND CONFERENCES		7,500
				Training for all Dept Personnel		
				CIT Training	1000	
				Peer Support	500	
				DUI training	2500	
				IACP leadership training	3500	
2,594	2,425	6,790	001-1300-000.58-70	MEMBERSHIPS/DUES/SUBS		5,090
				For organizational memberships & subscriptions	250	
				Police One Online training-Practorian Digital	2,150	
				Oregon/California Narcotic Enforcement Assc	250	
				Tactical Officers Assc	250	
				Oregon Assc Chiefs of Police (6)	1,500	
				International Assc Chiefs of Police (4)	500	
				Notary Public Fees	40	
				Oregon Animal Control Assc	150	
5,489	3,816	17,000	001-1300-000.59-10	SERT TEAM		5,000
				Equipment & supplies for SERT Team	5,000	
				Sert Training		
1,923	1,799	4,000	001-1300-000.59-15	RESERVES		4,000
				Equipment & misc expenses for the Reserves	2,400	
				Body Armour (2)	1,600	
847	2,379	1,500	001-1300-000.59-25	CRIME PREVENTION		1,000
				Crime Prevention & Neighborhood Watch programs		
				Supplies and Anti crime technology, promotional	1,000	
4,862	4,166	5,000	001-1300-000.60-10	OFFICE SUPPLIES		5,000
2,847	4,788	3,500	001-1300-000.60-20	JANITORIAL SUPPLIES		5,060
12,496	3,130	13,500	001-1300-000.60-65	AMMUNITION		9,045
				Duty & practice ammunition, targets & range supplies		
5,438	5,474	5,000	001-1300-000.60-70	DRUG TEAM		5,000
				Operating expenses of the MINT detective	5,000	
12,785	17,712	20,393	001-1300-000.60-80	CLOTHING		20,270

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	Line Item Detail	FY20/21 Adopted Budget
				Load Bearing Vests with armor(2per year @ \$1360.00 each)	2720	
				Under Vest Jackets(2@ \$450.00)	900	
				Clothing Allowance for Detectives	1,600	
				Cleaning Allowance for Officer/Detectives	5,400	
				Uniform badges (4)	350	
				Dress Uniforms(Class A Uniform for special events)(2)	2,000	
				Patrol Uniforms	7,300	
11,053	12,125	13,202	001-1300-000.60-85	SPECIAL DEPT SUPPLIES		15,808
				Body Camera Mounts	240	
				Misc items: flares, batteries, citations, etc.	500	
				Narcotic Test Kits	6,000	
				Replacement flashlights (3)	375	
				Gun cleaning equipment/supplies	500	
				Employee Recognition	1,000	
				Policy Revision print and update	250	
				Taser supplies(Cartridges, targets, batteries)	3,400	
				Police Note books	250	
				Car Camera Dock Station for body Cam \$143.00 x1	143	
				8 bay body camera dock	1600	
				Personal protection kits PPE	450	
				Evidence bags/boxes	500	
				Digital Recorders and Cameras	600	
41,532	15,139	20,255	001-1300-000.64-80	COMPUTER SOFTWARE		21,922
				Getac Advanced Authetication software \$2622 per year	2,622	
				Net motion Mobility Maintenance	2,300	
				ATT monthly data for MDTs	17,000	
665	3,671	9,000	001-1300-000.69-50	MISCELLANEOUS EXPENSES		7,500
				Homeless Assistance Program (ID program)	2,000	
				Medical expenses not covered by LEMLA	4,000	
				Watchguard Maintenance	1,500	
54,563	14,364	35,486	001-1300-000.69-80	ASSETS < \$5000		23,724
				For items with a durable life of over 1 year, but do not qualify as Capital Assets because they cost less than \$5,000, such as chairs, file cabinets, computer components, calculators, etc.		
				(2) 40 cal hand guns and magazines	1,200	
				Computer replacement (3) x \$2,200	6,600	
				GeTAc Tablets MDT 1 each \$3,330	6,660	
				Body Cameras 2 x \$1532.91 and station docks	3,064	
				(1) AR 15s, scopes, magazines	2,000	
				2 portable motorala radios	4,200	
712,285	791,203	907,715		TOTAL MATERIALS AND SERVICES		761,976
-	-	12,500	001-1300-000.72-20	BUILDINGS		-
82,453	82,861	103,600	001-1300-000.74-20	VEHICLES		38,100
				(1) all wheel drive Dodge Charger \$22,300; All new police package \$13,000; MDT dock \$2,500; In-car camera \$5,500; Radio \$2,500	45,800	
				(
-	-	11,000	001-1300-000.74-90	EQUIPMENT-OTHER		16,700
				Interview Room Video Recording System	16,700	
82,453	82,861	127,100		TOTAL CAPITAL OUTLAY		54,800
3,688,228	3,897,809	4,417,324		TOTAL POLICE DEPARTMENT		4,263,798

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

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

Mission:

Provide Animal Control for the City of The Dalles.

Description

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 for a ¾ part time position, training, and supplies for the Dog Control Officer.

2020-2021 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
- Respond to Animal related service calls
- Direct partnership with Home at Last

2019-2020 Accomplishments

- Established a mandatory "dog bite" protocol
- Solid Partnership with Home at Last

Major issues to be resolved in next five years

- Update all animal control policies
- Identify and improve animal control enforcement process
- Establish MOU with Wasco County for animal calls outside the city limits
- Improve animal vaccination tracking
- Work with District Attorney's office to increase successful Animal Abuse criminal prosecutions

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18	FY18/19	FY19/20		Account	FY20/21	FY20/21	FY20/21
Actual	Actual	Budget	Account Number	Description	Proposed	Approved	Adopted
					Budget	Budget	Budget
				ANIMAL CONTROL			
31,922	33,699	42,934	001-4500-000.12-00	PARTTIME/TEMP SALARIES	33,251	33,251	33,251
-	-	-	001-4500-000.13-00	OVERTIME SALARIES	-	-	-
40	12,622	16,797	001-4500-000.21-10	MEDICAL INSURANCE	7,894	7,894	7,894
202	211	270	001-4500-000.21-20	L-T DISABILITY INSURANCE	212	212	212
44	44	50	001-4500-000.21-30	LIFE INSURANCE	38	38	38
477	531	597	001-4500-000.21-40	WORKERS COMP INSURANCE	470	470	470
2,442	2,264	3,284	001-4500-000.22-00	FICA	2,544	2,544	2,544
2,880	4,053	5,796	001-4500-000.23-00	RETIREMENT	4,489	4,489	4,489
-	-	-	001-4500-000.29-00	OTHER EMPLOYEE BENEFITS	-	-	-
38,006	53,424	69,728		TOTAL PERSONNEL SERVICE	48,898	48,898	48,898
0.50	0.50	1.00		Total Full-Time Equivalent (FTE)	0.75	0.75	0.75
13,130	13,890	14,800	001-4500-000.31-10	CONTRACTUAL SERVICES	13,980	13,980	13,980
-	-	2,000	001-4500-000.31-90	CONTRACTUAL SERVICES - OTHER	2,000	2,000	2,000
639	530	4,000	001-4500-000.43-50	VEHICLES	4,000	4,000	4,000
264	969	3,000	001-4500-000.43-51	GAS/OIL/DIESEL/LUBRICANTS	2,000	2,000	2,000
-	-	1,000	001-4500-000.43-52	TIRES AND TIRE REPAIRS	1,000	1,000	1,000
-	255	1,000	001-4500-000.58-50	TRAINING AND CONFERENCES	1,500	1,500	1,500
1,427	176	1,000	001-4500-000.60-85	SUPPLIES - SPECIAL DEPT	1,500	1,500	1,500
-	-	2,000	001-4500-000.69-80	ASSETS < \$5000	2,000	2,000	2,000
15,460	15,820	28,800		TOTAL MATERIALS AND SERVICES	27,980	27,980	27,980
53,466	69,244	98,528		TOTAL ANIMAL CONTROL DEPARTMENT	76,878	76,878	76,878

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	Line Item Detail	FY20/21 Adopted Budget
ANIMAL CONTROL						
31,922	33,699	42,934	001-4500-000.12-00	PARTTIME/TEMP SALARIES		33,251
-	-	-	001-4500-000.13-00	OVERTIME SALARIES		-
40	12,622	16,797	001-4500-000.21-10	MEDICAL INSURANCE		7,894
202	211	270	001-4500-000.21-20	L-T DISABILITY INSURANCE		213
44	44	50	001-4500-000.21-30	LIFE INSURANCE		38
477	531	597	001-4500-000.21-40	WORKERS COMP INSURANCE		470
2,442	2,264	3,284	001-4500-000.22-00	FICA		2,544
2,880	4,053	5,796	001-4500-000.23-00	RETIREMENT		4,489
-	-	-	001-4500-000.29-00	OTHER EMPLOYEE BENEFITS		-
38,006	53,424	69,728	TOTAL PERSONNEL SERVICE			48,899
0.5	0.5	1.00	Total Full-Time Equivalent (FTE)			0.75
13,130	13,890	14,800	001-4500-000.31-10	CONTRACTUAL SERVICES		13,980
				Contract with Home at Last (HAL) to accept dogs picked up by Dog Control Officer Base for 15 dogs per month \$1,125 X 12 months \$65 for each additional dog up to 20 per month total	13,500	
				\$40 a month for AT&T Cell phone	480	
-	-	2,000	001-4500-000.31-90	CONTRACTUAL SERVICES - OTHER		2,000
				Veterinarian services	2,000	
639	530	4,000	001-4500-000.43-50	VEHICLES		4,000
				Maintenance & Repair for Dog Control Truck - 2007 Ford	4,000	
264	969	3,000	001-4500-000.43-51	GAS/OIL/DIESEL/LUBRICANTS		2,000
-	-	1,000	001-4500-000.43-52	TIRES AND TIRE REPAIRS		1,000
-	255	1,000	001-4500-000.58-50	TRAINING AND CONFERENCES		1,500
				Training for Dog Control Officer Includes travel, food & lodging		
1,427	176	1,000	001-4500-000.60-85	SUPPLIES - SPECIAL DEPT		1,500
				Misc expenses: flashlights, flares, batteries, citations, ORS books, clothing, handouts, etc.		
-	-	2,000	001-4500-000.69-80	ASSETS < \$5000		2,000
				For items with a durable life of over 1 year, but cost less than \$5,000, so do not qualify as Capital Assets- Portable Radio		
15,460	15,820	28,800	TOTAL MATERIALS AND SERVICES			27,980
53,466	69,244	98,528	TOTAL ANIMAL CONTROL DEPARTMENT			76,879

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

Fund:	General (001)	
Department:	Technology (1700)	Number of Employees: 1.75 FTE
Program:	Other (000)	

Mission

Provide City Departments with needed information technology tools.

Description

The City has one full-time Information Technology Manager position and one $\frac{3}{4}$ time Technology Specialist. 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.

2020-21 Goals, Projects and Highlights

- Extend on-site private cloud resources to accommodate continued expansion of digitized workloads, in conjunction with making sure on-site is the best option for the City long term.
- Upgrade End of Life networking hardware.
- Redesign monitoring of systems to handle cybersecurity threats.
- Continue planning of succession plan; including continued training of part-time employee

2019-20 Accomplishments

- Hired and trained new Technology Specialist
- Implemented Work Order System
- Upgraded end of life email server, server and desktop operating systems.
- Deployed new virtualization infrastructure at the Police Station and Wicks.
- Upgraded Anti-Malware and Anti-Virus Security application suite at server and workstation level.
- Extended Backup systems for more redundancy.

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18	FY18/19	FY19/20			FY20/21	FY20/21	FY20/21
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
TECHNOLOGY DEPARTMENT							
76,197	77,721	110,475	001-1700-000.11-00	REGULAR SALARIES	116,463	116,463	116,463
9,235	9,532	30,339	001-1700-000.21-10	MEDICAL INSURANCE	18,418	18,418	18,418
538	541	696	001-1700-000.21-20	L-T DISABILITY INSURANCE	745	745	745
44	44	99	001-1700-000.21-30	LIFE INSURANCE	100	100	100
1,460	1,173	1,596	001-1700-000.21-40	WORKERS COMP INSURANCE	1,678	1,678	1,678
5,700	5,863	8,451	001-1700-000.22-00	FICA	8,909	8,909	8,909
10,384	10,589	10,702	001-1700-000.23-00	RETIREMENT CONTRIBUTIONS	13,742	13,742	13,742
-	-	1,525	001-1700-000.28-00	VEBA CONTRIBUTIONS	1,563	1,563	1,563
60	60	60	001-1700-000.29-00	OTHER EMPLOYEE BENEFITS	60	60	60
103,618	105,523	163,943	TOTAL PERSONNEL SERVICE		161,678	161,678	161,678
1.0	1.0	1.75		Total Full-Time Equivalent (FTE)	1.75	1.75	1.75
-	-	10,000	001-1700-000.31-10	CONTRACTUAL SERVICES	10,000	10,000	10,000
67,104	67,133	68,338	001-1700-000.34-30	COMPUTER SERVICES	65,761	60,761	60,761
14,494	15,085	16,324	001-1700-000.34-35	WIFI USE FEES	16,324	16,324	16,324
11,277	11,122	12,680	001-1700-000.34-40	SOFTWARE MAINTENANCE	16,830	16,830	16,830
5,149	5,118	5,290	001-1700-000.39-00	OTHER CONTRACTUAL SERVICES	5,290	5,290	5,290
753	720	720	001-1700-000.53-30	TELEPHONE	1,440	1,440	1,440
46	13	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
30	65	400	001-1700-000.60-10	OFFICE SUPPLIES	400	400	400
4,730	11,974	17,100	001-1700-000.64-80	COMPUTER SOFTWARE	12,100	12,100	12,100
792	467	2,500	001-1700-000.69-50	MISCELLANEOUS EXPENSES	2,500	2,500	2,500
-	6,053	2,000	001-1700-000.69-80	ASSETS < \$5000	2,000	2,000	2,000
104,374	117,750	136,852	TOTAL MATERIALS AND SERVICES		134,145	129,145	129,145
CAPITAL OUTLAY							
-	7,194	-	001-1700-000.74-50	COMPUTER EQUIPMENT	-	-	-
8,256	-	5,100	001-1700-000.74-60	NETWORK EQUIPMENT	27,000	27,000	27,000
8,256	7,194	5,100	TOTAL CAPITAL OUTLAY		27,000	27,000	27,000
216,249	230,467	305,895	TOTAL TECHNOLOGY DEPARTMENT		322,823	317,823	317,823

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	Line Item Detail	FY20/21 Adopted Budget
GENERAL FUND 001						
TECHNOLOGY DEPARTMENT						
76,197	77,721	110,475	001-1700-000.11-00	REGULAR SALARIES - Added 3/4 time IT Tech 19/20		116,463
9,235	9,532	30,339	001-1700-000.21-10	MEDICAL INSURANCE		18,418
538	541	696	001-1700-000.21-20	L-T DISABILITY INSURANCE		745
44	44	99	001-1700-000.21-30	LIFE INSURANCE		100
1,460	1,173	1,596	001-1700-000.21-40	WORKERS COMP INSURANCE		1,678
5,700	5,863	8,451	001-1700-000.22-00	FICA		8,909
10,384	10,589	10,702	001-1700-000.23-00	RETIREMENT CONTRIBUTIONS		13,742
-	-	1,525	001-1700-000.28-00	VEBA CONTRIBUTIONS		1,563
60	60	60	001-1700-000.29-00	OTHER EMPLOYEE BENEFITS		60
103,618	105,523	163,943	TOTAL PERSONNEL SERVICE			161,678
1	1	1.75		Total Full-Time Equivalent (FTE)		1.75
-	-	10,000	001-1700-000.31-10	CONTRACTUAL SERVICES		10,000
				Moving Email server to cloud(est 10k annually		
				Possible contracted website improvements	10,000	
67,104	67,133	68,338	001-1700-000.34-30	COMPUTER SERVICES		60,761
				FY 20/21 Caselle software maintenance fees	48,084	
				Superior Court System old Software	12,677	
14,494	15,085	16,324	001-1700-000.34-35	WIFI USE FEES		16,324
				PUD 295x12	4,200	
				Gorge.net 912x12	12,124	
11,277	11,122	12,680	001-1700-000.34-40	SOFTWARE MAINTENANCE		16,830
				1 yr Trendmicro (virus/spam prevention)	3,450	
				1yr Veritas Backup Exec (Backup software)	1,380	
				3 yr Vmware (cluster OS)	3,100	
				1 yr Support contract IBM Serve Hardware (purchased 12-13)	2,500	
				1-3 yr Cisco Equipment Software** see list below	6,400	
				Cisco 3560x (Public Works), 2 C2960(library, police)		
				Cisco ASA5516x, Cisco 2960x DMZ (City Hall Basement)		
				2 Cisco 3750x Router 2911 (City Hall Basement)		
				Cisco C2960x, C3650 (City Hall Basement)		
				maintenance contract, specifically any data servers and switches to reduce downtime in the event of hardware failure. When these essential sytem devices become End-of-Support they will be replaced with newer models		
5,149	5,118	5,290	001-1700-000.39-00	OTHER CONTRACTUAL SERVICES		5,290
				Qlife broadband contract for City- \$420 a month	5,040	
				Renewal of City Domain names	250	
753	720	720	001-1700-000.53-30	TELEPHONE		1,440
				Cell phone allowance-\$120 x12 months	1,440	
46	13	1,000	001-1700-000.58-10	TRAVEL, FOOD & LODGING		1,000
				Mileage in town and for training travel	1,000	
-	-	500	001-1700-000.58-50	TRAINING AND CONFERENCES		500
29	65	400	001-1700-000.60-10	OFFICE SUPPLIES		400
4,730	11,974	17,100	001-1700-000.64-80	COMPUTER SOFTWARE		12,100
				Intrusion monitoring software for Criminal Justice Security Compliance	5,000	
				Server Software Upgrade	5,000	
				Misc	2,100	
792	467	2,500	001-1700-000.69-50	MISCELLANEOUS EXPENSES		2,500
				Stuff comes up when dealing with electronics	2,500	
-	6,053	2,000	001-1700-000.69-80	ASSETS < \$5000		2,000
				Items costing less than \$5,000 with a life of over one year that Misc	2,000	
104,374	117,750	136,852	TOTAL MATERIALS AND SERVICES			134,145

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

CAPITAL OUTLAY					
-	7,194	-	001-1700-000.74-50	COMPUTER EQUIPMENT	
				<p>This line should only be used for purchases of items that qualify as fixed assets (cost over \$5,000 and life longer than one year). Other items should be budgeted as Assets<\$5,000.</p> <p>All capital technology items over \$5,000, including departmental servers, will be budgeted in the Technology Department. Printers and individual PC's will be budgeted within the other Departments and Funds.</p> <p>The transfers for the Public Works funds will be adjusted annually to accommodate capital technological purchases</p>	
8,256	-	5,100	001-1700-000.74-60	NETWORK EQUIPMENT	27,000
				2 Fiber Switches for all bldgs	20,000
				Public Work POE switch	7,000
8,256	7,194	5,100			27,000
216,249	230,467	305,895		TOTAL TECHNOLOGY DEPARTMENT	322,823

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

Fund:	General (001)	
Department:	General Services (2300)	
Program:	Other (000)	Number of Employees: .4

Mission

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

Description

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

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

Annually, we adjust the distribution of the time of the Maintenance Workers to reflect the prior year’s actual costs. Maintenance provided to the Airport is billed on a per request basis. After reviewing the current year, we are distributing the 2020-21 expenses the same as last year:

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

2020-21 Goals, Projects and Highlights

- Continue maintenance and minor repairs to City Hall and other City owned facilities.
- Update Festival Park security cameras
- Replace one utility vehicle for maintenance staff

2019-20 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.
- Updates to second floor of City Hall
- Completed asbestos removal in City Hall basement

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	FY20/21 Proposed Budget	FY20/21 Approved Budget	FY20/21 Adopted Budget
GENERAL SERVICES DEPARTMENT							
BUILDINGS & GROUNDS							
36,946	40,215	42,556	001-2300-000.11-00	REGULAR SALARIES	43,620	43,620	43,620
-	-	-	001-2300-000.12-00	PARTTIME/TEMP SALARIES	-	-	-
980	401	1,200	001-2300-000.13-00	OVERTIME SALARIES	1,200	1,200	1,200
14,658	13,975	18,743	001-2300-000.21-10	MEDICAL INSURANCE	19,296	19,296	19,296
234	286	268	001-2300-000.21-20	L-T DISABILITY INSURANCE	279	279	279
35	38	40	001-2300-000.21-30	LIFE INSURANCE	40	40	40
1,519	1,350	1,333	001-2300-000.21-40	WORKERS COMP INSURANCE	1,365	1,365	1,365
2,840	3,079	3,347	001-2300-000.22-00	FICA	3,429	3,429	3,429
4,353	4,997	5,745	001-2300-000.23-00	RETIREMENT	5,889	5,889	5,889
-	343	-	001-2300-000.29-00	OTHER EMPLOYEE BENEFITS	1,426	1,426	1,426
61,566	64,684	73,232	TOTAL PERSONNEL SERVICES		76,544	76,544	76,544
0.8	0.8	0.8	Total Full-Time Equivalent (FTE)		0.80	0.80	0.80
13,500	13,500	14,000	001-2300-000.31-10	CONTRACTUAL SERVICES	4,000	4,000	4,000
4,254	3,503	4,100	001-2300-000.41-10	WATER & SEWER	4,000	4,000	4,000
2,189	2,275	2,200	001-2300-000.41-20	GARBAGE SERVICES	2,300	2,300	2,300
826	820	1,000	001-2300-000.41-30	NATURAL GAS	1,000	1,000	1,000
20,812	20,772	21,000	001-2300-000.41-40	ELECTRICITY	21,000	21,000	21,000
17,010	17,010	17,010	001-2300-000.42-00	JANITORIAL SERVICES	17,010	17,010	17,010
33,299	24,478	15,000	001-2300-000.43-10	BUILDINGS AND GROUNDS	22,000	22,000	22,000
36,937	35,847	45,100	001-2300-000.43-11	PARK & DOCK MAINTENANCE	52,944	52,944	52,944
-	151	500	001-2300-000.43-12	ARCO LOT	500	500	500
20	628	1,000	001-2300-000.43-14	TRANSPORTATION BUILDING	1,000	1,000	1,000
-	-	1,000	001-2300-000.43-45	JOINT USE OF LABOR/EQUIP	500	500	500
429	1,503	2,000	001-2300-000.43-50	VEHICLES	2,000	2,000	2,000
2,928	3,938	3,200	001-2300-000.43-51	GAS/OIL/DIESEL/LUBRICANTS	3,200	3,200	3,200
1,000	-	1,500	001-2300-000.43-52	TIRES AND TIRE REPAIRS	1,500	1,500	1,500
492	1,149	1,000	001-2300-000.43-70	GENERAL EQUIPMENT	1,000	1,000	1,000
508	707	1,000	001-2300-000.43-72	ELECTRICAL SYSTEMS	1,000	1,000	1,000
-	-	1,000	001-2300-000.43-73	PLUMBING	1,000	1,000	1,000
3,333	3,640	4,000	001-2300-000.43-75	ELEVATORS	4,000	4,000	4,000
2,663	245	9,000	001-2300-000.43-77	HVAC SYSTEMS	9,500	9,500	9,500
-	190	500	001-2300-000.43-80	SHOP EQUIPMENT	1,000	1,000	1,000
4,572	20	7,500	001-2300-000.50-20	PEST CONTROL	7,500	7,500	7,500
81,147	83,337	87,504	001-2300-000.52-10	LIABILITY INSURANCE	85,905	85,905	85,905
15,837	16,844	17,640	001-2300-000.52-30	PROPERTY INSURANCE	20,861	20,861	20,861
17,574	15,932	16,729	001-2300-000.52-50	AUTOMOTIVE INSURANCE	17,482	17,482	17,482
-	-	1,500	001-2300-000.52-70	FIDELITY BOND	1,500	1,500	1,500
6,630	6,384	7,175	001-2300-000.53-30	TELEPHONE	7,325	7,325	7,325
-	-	200	001-2300-000.58-10	TRAVEL, FOOD & LODGING	-	-	-
-	-	200	001-2300-000.58-50	TRAINING AND CONFERENCES	-	-	-
25	30	200	001-2300-000.60-10	OFFICE SUPPLIES	300	300	300
3,874	3,946	4,500	001-2300-000.60-20	JANITORIAL SUPPLIES	4,500	4,500	4,500
833	1,049	1,100	001-2300-000.60-80	CLOTHING	1,100	1,100	1,100
361	362	1,000	001-2300-000.69-50	MISCELLANEOUS EXPENSES	1,000	1,000	1,000
-	-	-	001-2300-000.69-80	ASSETS < \$5000	2,200	2,200	2,200
271,054	258,260	290,358	TOTAL MATERIALS AND SERVICES		300,127	300,127	300,127
-	-	-	001-2300-000.72-20	BUILDINGS	-	-	-
7,858	-	-	001-2300-000.73-30	IMPRVMTS OTHER THAN BLDGS	-	-	-
41,316	7,535	-	001-2300-000.74-20	VEHICLES	50,000	50,000	50,000
49,174	7,535	-	TOTAL CAPITAL OUTLAY		50,000	50,000	50,000
381,794	330,479	363,590	SUB-TOTAL GENERAL SERVICES		426,671	426,671	426,671
381,794	330,479	363,590	TOTAL GENERAL SERVICES DEPT		426,671	426,671	426,671

City of The Dalles, Oregon Fiscal Year 2020-21 Budget

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	Line Item Detail	FY20/21 Adopted Budget
GENERAL FUND						
GENERAL SERVICES DEPARTMENT						
BUILDINGS & GROUNDS						
36,946	40,215	42,556	001-2300-000.11-00	REGULAR SALARIES		43,620
-	-	-	001-2300-000.12-00	PARTTIME/TEMP SALARIES		-
980	401	1,200	001-2300-000.13-00	OVERTIME SALARIES		1,200
14,658	13,975	18,743	001-2300-000.21-10	MEDICAL INSURANCE		19,296
234	286	268	001-2300-000.21-20	L-T DISABILITY INSURANCE		279
35	38	40	001-2300-000.21-30	LIFE INSURANCE		40
1,519	1,350	1,333	001-2300-000.21-40	WORKERS COMP INSURANCE		1,365
2,840	3,079	3,347	001-2300-000.22-00	FICA		3,429
4,353	4,997	5,745	001-2300-000.23-00	RETIREMENT		5,889
-	343	-	001-2300-000.29-00	OTHER EMPLOYEE BENEFITS		1,426
61,566	64,684	73,232	TOTAL PERSONNEL SERVICES			76,544
0.80	0.80	0.80	Total Full Time Equivalent (FTE)			0.80
13,500	13,500	14,000	001-2300-000.31-10	CONTRACTUAL SERVICES		4,000
				contract with Parks & Rec. for Riverfront Trail maintenance		
4,254	3,503	4,100	001-2300-000.41-10	WATER & SEWER		4,000
2,189	2,275	2,200	001-2300-000.41-20	GARBAGE SERVICES		2,300
826	820	1,000	001-2300-000.41-30	NATURAL GAS		1,000
20,812	20,772	21,000	001-2300-000.41-40	ELECTRICITY		21,000
17,010	17,010	17,010	001-2300-000.42-00	JANITORIAL SERVICES		17,010
33,299	24,478	15,000	001-2300-000.43-10	BUILDINGS AND GROUNDS		22,000
				Heka Park walkway	7,000	
				replace fire sprinklers	1,000	
				general maintenance plus round about, tree replacement,	14,000	
36,937	35,847	45,100	001-2300-000.43-11	PARK & DOCK MAINTENANCE		52,944
				Fish Net	900	
				park janitorial supplies	1,200	
				crane inspection	800	
				EV charging station	760	
				water and sewer	25,000	
				electricity	3,600	
				dock phone	684	
				security cameras	10,000	
				general maintenance plus vandalism repairs	10,000	
-	151	500	001-2300-000.43-12	ARCO LOT		500
20	628	1,000	001-2300-000.43-14	TRANSPORTATION BUILDING		1,000
-	-	1,000	001-2300-000.43-45	JOINT USE OF LABOR/EQUIP		500
429	1,503	2,000	001-2300-000.43-50	VEHICLES		2,000
2,928	3,938	3,200	001-2300-000.43-51	GAS/OIL/DIESEL/LUBRICANTS		3,200
1,000	-	1,500	001-2300-000.43-52	TIRES AND TIRE REPAIRS		1,500
492	1,149	1,000	001-2300-000.43-70	GENERAL EQUIPMENT		1,000
508	707	1,000	001-2300-000.43-72	ELECTRICAL SYSTEMS		1,000
-	-	1,000	001-2300-000.43-73	PLUMBING		1,000
3,333	3,640	4,000	001-2300-000.43-75	ELEVATORS		4,000
2,663	245	9,000	001-2300-000.43-77	HVAC SYSTEMS (HVAC cleaning and filters)		9,500
-	190	500	001-2300-000.43-80	SHOP EQUIPMENT (storage cabinets)		1,000
4,572	20	7,500	001-2300-000.50-20	PEST CONTROL		7,500
81,147	83,337	87,504	001-2300-000.52-10	LIABILITY INSURANCE		85,905
15,837	16,844	17,640	001-2300-000.52-30	PROPERTY INSURANCE		20,861
17,574	15,932	16,729	001-2300-000.52-50	AUTOMOTIVE INSURANCE		17,482
-	-	1,500	001-2300-000.52-70	FIDELITY BOND		1,500
6,630	6,384	7,175	001-2300-000.53-30	TELEPHONE		7,325
				cell phone allowance \$60 x 2 employees	1,440	
				City Hall phone lines	1,400	
				State Office building phone	900	
				alarm lines	3,585	
-	-	200	001-2300-000.58-10	TRAVEL, FOOD & LODGING		-
-	-	200	001-2300-000.58-50	TRAINING AND CONFERENCES		-
25	30	200	001-2300-000.60-10	OFFICE SUPPLIES		300
				Water Cooler	300	
3,874	3,946	4,500	001-2300-000.60-20	JANITORIAL SUPPLIES		4,500
833	1,049	1,100	001-2300-000.60-80	CLOTHING		1,100
361	362	1,000	001-2300-000.69-50	MISCELLANEOUS EXPENSES		1,000
-	-	-	001-2300-000.69-80	ASSETS < \$5000 (Terry laptop)		2,200
271,054	258,260	290,358	TOTAL MATERIALS AND SERVICES			300,127

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	Line Item Detail	FY20/21 Adopted Budget
-	-	-	001-2300-000.72-20	BUILDINGS		-
7,858	-	-	001-2300-000.73-30	IMPRVMENTS OTHER THAN BLDGS		-
41,316	7,535	-	001-2300-000.74-20	VEHICLES		50,000
				Replace Vehicle for maintenance worker 1 ton flat bed truck		
49,174	7,535	-		TOTAL CAPITAL OUTLAY		50,000
381,794	330,479	363,590		SUB-TOTAL GENERAL SERVICES		426,671
381,794	330,479	363,590		TOTAL GENERAL SERVICES DEPT		426,671

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

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

Description

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

- Charges for Services or Special Payments are funding operations needed by the City to be paid to outside agencies. We have also budgeted a Special Payment to the Fire District in accordance with an intergovernmental agreement that requires that \$90,000 per year from the City’s portion of the Enterprise Zone #2 revenues be passed to the Fire District to be applied to debt they incur to improve Fire Station #2. This will continue for up to 15 years, or when the debt is paid off, whichever comes first.
- Operating Transfers Out is funding other operating funds of the City. This year we are making the following transfers:
 - \$65,000 to the Airport Fund for operations. Give an additional \$50,000 for help to fund fuel tank.
 - \$17,443 to the Unemployment Fund to cover expenses for the future unemployment expenses.
 - \$300,000 to the Street Fund to cover the shortfall of capital projects and repairs to the streets.
- 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. Main Street Tourism
- The General Fund Contingency and the General Fund Unappropriated Ending Fund balance are the fourth piece of the other financing uses.
- FY2019-20 we established a Reserve for Future Expenditure line item. This amount is set aside and saved for future spending.

2020-21 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.

2019-20 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 2020-21 Budget
GENERAL FUND – OTHER FINANCING ISSUES**

FY17/18	FY18/19	FY19/20	Account Number	Account Description	FY20/21 Proposed Budget	
Actual	Actual	Budget			Budget	
			OTHER USES			
40,000	40,000	40,000	001-9500-000.80-06	MAIN STREET TOURISM	40,000	
212,904	289,556	325,000	001-9500-000.80-10	TOURISM	330,000	
56,000	90,000	90,000	001-9500-000.80-15	MID-COLUMBIA FIRE & RESCUE	90,000	
269,007	274,996	288,092	001-9500-000.82-05	NW COUNTY PARKS & REC	351,603	
577,911	694,552	743,092	TOTAL SPECIAL PAYMENTS		811,603	
150,000	-	300,000	001-9500-000.81-05	STREET FUND	300,000	
-	-	16,332	001-9500-000.81-10	UNEMPLOYMENT FUND	17,443	
-	-	9,600	001-9500-000.81-18	SPECIAL GRANTS FUND	-	
-	-	-	001-9500-000.81-37	CAPITAL PROJECTS FUND	-	
65,000	65,000	65,000	001-9500-000.81-61	TO AIRPORT FUND	115,000	
215,000	65,000	390,932	TOTAL OPERATING TRANSFERS OUT		432,443	
-	-	647,506	001-9500-000.88-00	CONTINGENCY	815,205	
-	-	647,506	TOTAL CONTINGENCY		815,205	
-	-	1,050,284	001-9500-000.88-01	RESERVE FOR FUTURE EXPENDITURES	2,310,558	
-	-	1,046,212	001-9500-000.89-00	UNAPPROPRIATED ENDING BAL	1,017,815	
-	-	2,096,496	TOTAL UNAPPROPRIATED ENDING BAL		3,328,373	
792,911	759,552	3,878,026	TOTAL OTHER DEPARTMENT		5,387,624	
7,498,122	7,852,422	12,116,935	TOTAL EXPENSES		13,564,669	
3,303,094	4,146,617	-	GENERAL FUND - REVENUES LESS EXPENSES		(0)	

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18	FY18/19	FY19/20		Account	FY20/21	FY20/21	FY20/21
Actual	Actual	Budget	Account Number	Description	Proposed	Approved	Adopted
					Budget	Budget	Budget
				OTHER USES			
40,000	40,000	40,000	001-9500-000.80-06	MAIN STREET TOURISM	40,000	40,000	40,000
212,904	289,556	325,000	001-9500-000.80-10	TOURISM	330,000	180,000	180,000
56,000	90,000	90,000	001-9500-000.80-15	MID-COLUMBIA FIRE & RESCUE	90,000	90,000	90,000
269,007	274,996	288,092	001-9500-000.82-05	NW COUNTY PARKS & REC	351,603	351,603	351,603
577,911	694,552	743,092		TOTAL SPECIAL PAYMENTS	811,603	661,603	661,603
150,000	-	300,000	001-9500-000.81-05	STREET FUND	300,000	300,000	300,000
-	-	16,332	001-9500-000.81-10	UNEMPLOYMENT FUND	17,443	17,443	17,443
-	-	9,600	001-9500-000.81-18	SPECIAL GRANTS FUND	-	-	-
-	-	-	001-9500-000.81-37	CAPITAL PROJECTS FUND	-	-	-
65,000	65,000	65,000	001-9500-000.81-61	TO AIRPORT FUND	115,000	115,000	115,000
215,000	65,000	390,932		TOTAL OPERATING TRANSFERS OUT	432,443	432,443	432,443
-	-	647,506	001-9500-000.88-00	CONTINGENCY	815,205	778,850	778,850
-	-	647,506		TOTAL CONTINGENCY	815,205	778,850	778,850
-	-	1,050,284	001-9500-000.88-01	RESERVE FOR FUTURE EXPENDITURES	2,310,558	1,698,860	1,698,860
-	-	1,046,212	001-9500-000.89-00	UNAPPROPRIATED ENDING BAL	1,017,815	1,017,815	1,017,815
-	-	2,096,496		TOTAL UNAPPROPRIATED ENDING BAL	3,328,373	2,716,675	2,716,675
792,911	759,552	3,878,026		TOTAL OTHER DEPARTMENT	5,387,624	4,589,571	4,589,571
7,498,122	7,852,422	12,116,935		TOTAL EXPENSES	13,564,669	12,926,953	12,926,953
3,303,094	4,146,617	-		GENERAL FUND - REVENUES LESS EXPENSES	(0)	-	-

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	Line Item Detail	FY20/21 Adopted Budget
GENERAL FUND 001						
OTHER USES						
269,007	274,996	288,092	001-9500-000.80-05	NW COUNTY PARKS & REC		351,603
				Parks & Rec gets 25% of TRT received each month Add 10% to both revenue & expenditure estimates so will not		
40,000	40,000	40,000	001-9500-000.80-06	MAIN STREET TOURISM		40,000
212,904	289,556	325,000	001-9500-000.80-10	TOURISM		180,000
		-		CofC presents budget & scope of work for Council approval By State Law, must keep 50.2% for Marketing and Conference Center. To be used for support of Fourth of July Celebrations		
56,000	90,000	90,000	001-9500-000.80-15	MID-COLUMBIA FIRE & RESCUE		90,000
				Pmt of \$56,000 per year start in FY16/17 & continue for 15 yrs or until debt is paid Pmt of \$68,000 in FY14/15 from Entrprise Zone, was in advance and will push back further EZ pmts to Fire Dept an additional 2 years. \$34,000 per year starting in FY17/18 & continue for 13 years or until debt is paid.		
577,911	694,552	743,092	TOTAL CHARGES FOR SERVICES			811,603
150,000	-	300,000	001-9500-000.81-05	STREET FUND		300,000
				CC Goal to provide additional funds to Street Fund		
-	-	16,332	001-9500-000.81-10	UNEMPLOYMENT FUND		17,443
				.5% of proposed wages (FT & PT)		
-	-	9,600	001-9500-000.81-18	SPECIAL GRANTS FUND		
				To do a 12% match for the Westside Study		
-	-	-	001-9500-000.81-37	CAPITAL PROJECTS FUND		
				For OIB loans (Tunnel) PIF FY13/14. No transfers needed		
65,000	65,000	65,000	001-9500-000.81-61	TO AIRPORT FUND		115,000
				City's 50% share of support for airport fund. Klickitat Co pays the same amount. Maintain for one more year. 65,000 A additional \$50,000 for fuel tank at the airport 50,000		
215,000	65,000	390,932	TOTAL OPERATING TRANSFERS OUT			432,443
-	-	647,506	001-9500-000.88-00	CONTINGENCY		778,850
				General Fund Total (excluding Other Dept) Less Main Street and/or RARE Planner Less Council Contributions to Others Adjusted General Fund Total Expenses X 10%		
-	-	647,506	TOTAL CONTINGENCY			815,205
-	-	1,046,212	001-9500-000.89-00	UNAPPROPRIATED ENDING BAL		1,017,815
				To ensure that the City has adequate cash on hand at the beginning of the fiscal year to cover normal operating expenses until Nov, when taxes start coming in. Use first 4 months expenses for last five years to average.		
			FY20/21	955,552	See calc below	
			FY19/20	816,621		
			FY18/19	845,493		
			FY17/18	1,265,403	Amount below should be used for Budget	
			FY16/17	1,206,008	1,017,815.40	
-	-	1,050,284	004-9500-000.88-01	RESERVE FOR FUTURE EXPENDITURES		1,697,360
-	-	2,096,496	TOTAL UNAPPROPRIATED ENDING BAL			2,715,175
792,911	759,552	3,878,026	TOTAL OTHER DEPARTMENT			4,589,571

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

Fund:	Library Fund (004)	Number of Employees:	12 (11.8 FTE)
Department:	Library (021)		
Program:	Library Services (000)		

Mission

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

Description

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

Services provided by the library each year include more than 260,000 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.

2020-2021 Goals, Projects and Highlights

- Work with City of Maupin to help get the new library up and running.
- Update eleven District computers: nine public and staff workstations at The Dalles Library and two at Maupin.
- Continually evaluate the library's book and non-book collection and consider materials for withdrawal based on criteria such as use, currency, and condition.
- Update the adult space with new chairs and shelving.
- Increase public programming offered to children, families and adults.
- Continue to upgrade security cameras.
- Carry on with landscape improvements, including the children's outside patio area.
- Replace sprinkler heads and carpet. Paint entryway.
- Continued development of website and library district brand including logo and style guide.

- **2019-2020 Accomplishments/Comments**

- Worked with City of Maupin supporting efforts to construct a new library.
- Put in a new water fountain.
- Installed new tile flooring in and painted two bathrooms.
- New landscaping design in the courtyard area was actualized.

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

- Installed new library shelving for DVDs.
- A new print management system was launched.
- Security system upgraded and six new cameras installed.
- Programming expanded across the board.
- Increased circulation and door count.
- Library district subscribed to Kanopy, a free video streaming service that patrons can enjoy for independent film, documentaries, Great Course educational videos, and children's programming.

Major Issues to be resolved in the next five years

- Form a more consolidated district.
- Replacing the HVAC system at the Dalles-Wasco County Library.
- Allocation of resources among libraries as economic conditions change.
- Establishing a reserve fund to sustain library district service plan, build capital reserves, and fund libraries until tax monies are received each year, and to weather adverse economic conditions.

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget
Library Summary**

FY17/18	FY18/19	FY19/20		FY20/21	FY20/21	FY20/21
<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Account Description</u>	<u>Proposed</u>	<u>Approved</u>	<u>Adopted</u>
				<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
1,488,866	1,596,045	1,386,290	BEGINNING BALANCE	1,460,087	1,460,087	1,460,087
1,276,825	1,327,964	1,425,823	REVENUES	1,492,753	1,492,753	1,492,753
-	-	-	OTHER SOURCES	-	-	-
2,765,691	2,924,009	2,812,113	TOTAL RESOURCES	2,952,840	2,952,840	2,952,840
1,084,648	1,121,116	1,600,829	LIBRARY	1,787,938	1,787,938	1,787,938
1,084,648	1,121,116	1,600,829	TOTAL EXPENDITURES	1,787,938	1,787,938	1,787,938
-	-	-	CHARGES FOR SERVICES	-	-	-
84,999	80,391	104,842	TRANSFER OUT	104,196	104,196	104,196
-	-	217,455	CONTINGENCY	186,718	186,718	186,718
-	-	888,987	UNAPPROPRIATED ENDING BAL	873,988	873,988	873,988
84,999	80,391	1,211,284	TOTAL OTHER USES	1,164,902	1,164,902	1,164,902
1,169,647	1,201,507	2,812,113	TOTAL EXPENDS & OTHER USES	2,952,840	2,952,840	2,952,840
1,596,045	1,722,502	-	FUND TOTAL	0	0	0

City of The Dalles, Oregon Fiscal Year 2020-21 Budget

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	FY20/21 Proposed Budget	FY20/21 Approved Budget	FY20/21 Adopted Budget
LIBRARY FUND 004							
REVENUES							
1,488,866	1,596,045	1,386,290	004-0000-300.00-00	BEGINNING BALANCE	1,460,087	1,460,087	1,460,087
3,469	6,445	3,445	004-0000-334.20-00	STATE FOR LIBRARY	3,612	3,612	3,612
-	-	77,755	004-0000-336.10-00	PRIVATE SECTOR GRANTS	52,265	52,265	52,265
-	-	-	004-0000-337.10-00	URBAN RENEWAL CONTRIB - EXPAN	-	-	-
1,233,315	1,270,314	1,308,423	004-0000-337.20-00	LIBRARY DISTRICT TAXES FROM CO	1,397,676	1,397,676	1,397,676
16,580	18,851	14,300	004-0000-351.50-00	LIBRARY FINES	14,500	14,500	14,500
21,467	31,299	21,500	004-0000-361.00-00	INTEREST REVENUES	24,500	24,500	24,500
228	175	300	004-0000-365.00-00	GIFTS AND DONATIONS	100	100	100
1,766	880	100	004-0000-369.00-00	OTHER MISC REVENUES	100	100	100
-	-	-	004-0000-391.37-00	TRNSFR FROM CAPITAL PROJECT FUND	-	-	-
2,765,691	2,924,009	2,812,113	TOTAL LIBRARY FUND REVENUES		2,952,840	2,952,840	2,952,840
EXPENDITURES							
429,609	455,058	478,993	004-2100-000.11-00	REGULAR SALARIES	512,517	512,517	512,517
35,836	28,707	37,606	004-2100-000.12-00	PARTTIME/TEMP SALARIES	43,110	43,110	43,110
577	150	6,000	004-2100-000.13-00	OVERTIME SALARIES	11,000	11,000	11,000
152,294	156,462	169,227	004-2100-000.21-10	MEDICAL INSURANCE	167,229	167,229	167,229
3,187	3,118	3,134	004-2100-000.21-20	L-T DISABILITY INSURANCE	3,380	3,380	3,380
501	532	528	004-2100-000.21-30	LIFE INSURANCE	533	533	533
2,498	1,855	1,653	004-2100-000.21-40	WORKERS COMP INSURANCE	1,698	1,698	1,698
34,278	35,826	36,871	004-2100-000.22-00	FICA	43,332	43,332	43,332
51,966	51,007	62,923	004-2100-000.23-00	RETIREMENT CONTRIBUTIONS	69,714	69,714	69,714
1,561	2,092	4,655	004-2100-000.28-00	VEBA CONTRIBUTIONS	5,484	5,484	5,484
170	130	120	004-2100-000.29-00	OTHER EMPLOYEE BENEFITS	120	120	120
712,478	734,937	801,710	TOTAL PERSONNEL SERVICE		858,117	858,117	858,117
11.0	11.3	10.8	Total Full-Time Equivalent (FTE)		11.3	11.3	11.3
46,690	54,354	178,952	004-2100-000.31-10	CONTRACTUAL SERVICES	187,562	187,562	187,562
-	-	750	004-2100-000.32-20	SPECIAL LEGAL SERVICES	750	750	750
3,525	2,762	4,980	004-2100-000.41-10	WATER & SEWER	5,478	5,478	5,478
1,140	1,121	1,587	004-2100-000.41-20	GARBAGE SERVICES	1,746	1,746	1,746
22,664	21,700	29,650	004-2100-000.41-40	ELECTRICITY	31,132	31,132	31,132
5,438	11,665	33,900	004-2100-000.43-10	BUILDINGS AND GROUNDS	38,050	38,050	38,050
2,086	805	23,771	004-2100-000.43-40	OFFICE EQUIPMENT	27,220	27,220	27,220
-	-	400	004-2100-000.43-45	JOINT USE OF LABOR/EQUIP	300	300	300
180	-	-	004-2100-000.43-51	GAS/OIL/LUBRICANTS	-	-	-
846	1,260	3,650	004-2100-000.43-52	LIBRARY VEHICLE-GAS/OIL/TIRES	8,250	8,250	8,250
1,117	627	6,246	004-2100-000.43-77	HVAC SYSTEMS	10,625	10,625	10,625
3,910	3,950	4,630	004-2100-000.52-10	LIABILITY INSURANCE	4,778	4,778	4,778
5,734	5,024	7,289	004-2100-000.52-30	PROPERTY INSURANCE	8,272	8,272	8,272
390	408	625	004-2100-000.52-50	AUTOMOTIVE INSURANCE	795	795	795
247	267	2,300	004-2100-000.53-20	POSTAGE	2,300	2,300	2,300
8,060	8,256	12,031	004-2100-000.53-30	TELEPHONE	12,955	12,955	12,955
1,885	1,854	14,062	004-2100-000.58-10	TRAVEL, FOOD & LODGING	15,850	15,850	15,850
375	1,145	10,789	004-2100-000.58-50	TRAINING AND CONFERENCES	17,485	17,485	17,485
1,270	1,501	4,259	004-2100-000.58-70	MEMBERSHIPS/DUES/SUBS	7,361	7,361	7,361
21,722	6,582	36,576	004-2100-000.60-10	OFFICE SUPPLIES	38,555	38,555	38,555
3,910	4,311	5,900	004-2100-000.60-20	JANITORIAL SUPPLIES	8,050	8,050	8,050
9,592	25,777	135,838	004-2100-000.60-85	SPECIAL DEPT SUPPLIES	141,475	141,475	141,475
90,269	109,268	111,500	004-2100-000.64-20	LIBRARY BOOKS AND BIND	116,500	116,500	116,500
3,248	2,375	5,073	004-2100-000.64-30	LIBRARY PERIODICALS	5,800	5,800	5,800
25,665	24,097	38,749	004-2100-000.64-40	AUDIO/VISUAL MATERIALS	61,350	61,350	61,350
3,174	3,942	33,697	004-2100-000.64-80	COMPUTER SOFTWARE	59,037	59,037	59,037
-	374	1,500	004-2100-000.69-50	MISCELLANEOUS EXPENSES	1,000	1,000	1,000
27,483	19,681	56,815	004-2100-000.69-80	ASSETS < \$5000	65,145	65,145	65,145
290,619	313,106	765,519	TOTAL MATERIALS AND SERVICES		877,821	877,821	877,821
81,551	13,173	33,600	004-2100-000.72-20	BUILDINGS	52,000	52,000	52,000
-	-	-	004-2100-000.74-20	VEHICLES	-	-	-
-	59,900	-	004-2100-000.74-30	FURNITURE AND FIXTURES	-	-	-
-	-	-	004-2100-000.74-40	OFFICE EQUIPMENT	-	-	-
-	-	-	004-2100-000.74-50	COMPUTER EQUIPMENT	-	-	-
81,551	73,073	33,600	TOTAL CAPITAL OUTLAY		52,000	52,000	52,000
1,084,648	1,121,116	1,600,829	TOTAL LIBRARY OPERATING DEPARTMENT		1,787,938	1,787,938	1,787,938
OTHER USES							
84,999	80,391	102,229	004-9500-000.81-01	TO GENERAL FUND	91,435	91,435	91,435
-	-	2,613	004-9500-000.81-10	TO UNEMPLOYMENT FUND	2,761	2,761	2,761
-	-	-	004-9500-000.81-37	TO CAPITAL PROJECT FUND	10,000	10,000	10,000
84,999	80,391	104,842	TOTAL INTERFUND TRANSFERS		104,196	104,196	104,196
-	-	217,455	004-9500-000.88-00	CONTINGENCY	186,718	186,718	186,718
-	-	217,455	TOTAL CONTINGENCY		186,718	186,718	186,718
-	-	155,504	004-9500-000.88-01	RESERVE FOR FUTURE EXPENDITURES	89,213	89,213	89,213
-	-	733,483	004-9500-000.89-00	UNAPPROPRIATED ENDING BAL	784,775	784,775	784,775
-	-	888,987	TOTAL UNAPPROPRIATED		873,988	873,988	873,988

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18	FY18/19	FY19/20		Account	FY20/21	FY20/21	FY20/21
Actual	Actual	Budget	Account Number	Description	Proposed	Approved	Adopted
					Budget	Budget	Budget
84,999	80,391	1,211,284		TOTAL OTHER USES DEPARTMENT	1,164,902	1,164,902	1,164,902
1,169,647	1,201,507	2,812,113		GRAND TOTAL LIBRARY FUND	2,952,840	2,952,840	2,952,840
1,596,045	1,722,502	-		LIBRARY FUND - REVENUES LESS EXPENSES	0	0	0

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	Line Item Detail	FY20/21 Adopted Budget
LIBRARY FUND 004						
REVENUES						
1,488,866	1,596,045	1,386,290	004-0000-300.00-00	BEGINNING BALANCE		1,460,087
				Current Year Beginning Balance	1,722,502	
				Current Year Projected Revenue	1,432,623	
				Current Year Projected Expenditures	1,695,038	
3,469	6,445	3,445	004-0000-334.20-00	STATE FOR LIBRARY		3,612
				Ready to Read Grant - District Wide Summer Reading State Grant	1,369	
				Ready to Read Grant - TD Library Summer Reading	2,243	
-	-	77,755	004-0000-336.10-00	PRIVATE SECTOR GRANTS		52,265
1,233,315	1,270,314	1,308,423	004-0000-337.20-00	LIBRARY DISTRICT TAXES FROM CO		1,397,676
				Use formula used by County		
16,580	18,851	14,300	004-0000-351.50-00	LIBRARY FINES		14,500
21,467	31,299	21,500	004-0000-361.00-00	INTEREST REVENUES		24,500
228	175	300	004-0000-365.00-00	GIFTS AND DONATIONS		100
				From Foundation for Expansion Project		
1,766	880	100	004-0000-369.00-00	OTHER MISC REVENUES		100
-	-	-	004-0000-391.37-00	TRNSFR FROM CAPITAL PROJECT FUND		-
				To repave & strip upper parking lot		
2,765,691	2,924,009	2,812,113	TOTAL LIBRARY FUND REVENUES			2,952,840
EXPENDITURES						
429,609	455,058	478,993	004-2100-000.11-00	REGULAR SALARIES		512,517
35,836	28,707	37,606	004-2100-000.12-00	PARTTIME/TEMP SALARIES		43,110
577	150	6,000	004-2100-000.13-00	OVERTIME SALARIES		11,000
152,294	156,462	169,227	004-2100-000.21-10	MEDICAL INSURANCE		167,229
3,187	3,118	3,134	004-2100-000.21-20	L-T DISABILITY INSURANCE		3,380
501	532	528	004-2100-000.21-30	LIFE INSURANCE		533
2,498	1,855	1,653	004-2100-000.21-40	WORKERS COMP INSURANCE		1,698
34,278	35,826	36,871	004-2100-000.22-00	FICA		43,332
51,966	51,007	62,923	004-2100-000.23-00	RETIREMENT CONTRIBUTIONS		69,714
1,561	2,092	4,655	004-2100-000.28-00	VEBA CONTRIBUTIONS		5,484
170	130	120	004-2100-000.29-00	OTHER EMPLOYEE BENEFITS		120
712,478	734,937	801,710	TOTAL PERSONNEL SERVICE			858,117
11.0	11.0	10.8	Total Full Time Equivalent (FTE)			11.3
46,690	54,354	178,952	004-2100-000.31-10	CONTRACTUAL SERVICES		187,562
				Sage Automated System	46,283	
				Oregon Digital Library Consortium membership	8,500	
				Databases purchased w/ Libraries of Eastern Oregon	6,355	
				Reference Database	1,050	
				Cooperative programming LEO	4,300	
				Sawnet internet	625	
				Gorgenet	4,730	
				Dark Fiber @ \$675/mo	8,100	
				Ready to Read & performers	22,500	
				T&L - Fire Alarm & Sprinkler	569	
				Monthly alarm & fire monitoring	935	
				Grant Writing contract	6,500	
				Janitorial services (\$1593 per month)	19,120	
				Wifi hotspots if grant comes in	52,265	
				Other (social archiving, etc.)	5,730	
-	-	750	004-2100-000.32-20	SPECIAL LEGAL SERVICES		750
				Cost of sending 3 overdue accounts to Small Claims Court. Rare.		
3,525	2,762	4,980	004-2100-000.41-10	WATER & SEWER		5,478
1,140	1,121	1,587	004-2100-000.41-20	GARBAGE SERVICES		1,746
				Weekly dumpser services		
22,664	21,700	29,650	004-2100-000.41-40	ELECTRICITY		31,132
5,438	11,665	33,900	004-2100-000.43-10	BUILDINGS AND GROUNDS		38,050

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	Line Item Detail	FY20/21 Adopted Budget
				Yard maintenance (weed control, pruning Big Tree - \$3500) Plant maintenance, spraying, mowing	4,500	
				Misc ground maintenance (sprinklers, vandalism, etc.)	1,300	
				Building maint: elevator permit, washing windows (\$4,500), fire extinguisher inspection (\$325), painting, etc.	11,500	
				Shovel snow and de-ice walks	850	
				Courtyard landscaping	10,000	
				Carpet cleaning (children's room quarterly & main as needed)	3,500	
				Shaniko Station propane	2,250	
				Floors cleaned and waxed	2,150	
				Misc.	2,000	
2,086	805	23,771	004-2100-000.43-40	OFFICE EQUIPMENT		27,220
				Bibliotheca maint agreement for self check out syst & security gates (\$300)	5,175	
				Microfilm reader scanner maintenance agreement	1,850	
				Staff copy/fax machine maint agreement	1,345	
				Public copy machine maint agreement	550	
				Maintenance / replacement of computers, printers, & other office equipment	3,000	
				(2) receipt printers (2 X \$475)	950	
				Copy machine lease - less current annual maintenance contract	7,200	
				Antenna Pad	4,300	
				Dymo label makers	750	
				Phone headset	2,100	
-	-	400	004-2100-000.43-45	JOINT USE OF LABOR/EQUIP		300
				Having PW staff assist with building & grounds maintenance as needed.	300	
180	-	-	004-2100-000.43-51	GAS/OIL/LUBRICANTS		-
846	1,260	3,650	004-2100-000.43-52	LIBRARY VEHICLE-GAS/OIL/TIRES		8,250
				Van repairs & maintenance	5,500	
				Van gas & oil	2,750	
1,117	627	6,246	004-2100-000.43-77	HVAC SYSTEMS		10,625
				Replacement filters	700	
				Routine Maintenance Calls (2 per year)	4,500	
				Misc repairs	5,300	
				Boiler Pressure Permit	125	
3,910	3,950	4,630	004-2100-000.52-10	LIABILITY INSURANCE		4,778
5,734	5,024	7,289	004-2100-000.52-30	PROPERTY INSURANCE		8,272
390	408	625	004-2100-000.52-50	AUTOMOTIVE INSURANCE		795
247	267	2,300	004-2100-000.53-20	POSTAGE		2,300
8,060	8,256	12,031	004-2100-000.53-30	TELEPHONE		12,955
				Gorge.net services	4,300	
				Emergency mgmt sys: elevator & back up lines	2,400	
				Maupin & Shaniko phones & internet service	5,475	
				Cell phones (\$40 + \$25 = \$65/mo) prorated maint staff cell phone costs	780	
1,885	1,854	14,062	004-2100-000.58-10	TRAVEL, FOOD & LODGING		15,850
				OLA mileage, food, lodging for Library Board & 4 District Staff members	5,200	
				Meals not included in conference registration	2,500	
				TD Staff attendance at 4 Oregon Public Library Directors' meetings and 4 miscellaneous meetings for seminars.	5,650	
				Sage Courier costs	2,500	
375	1,145	10,789	004-2100-000.58-50	TRAINING AND CONFERENCES		17,485
				OLA registration for Library Board & 4 District Staff members	3,650	
				District staff attendance at other conferences & workshops	1,700	
				WebJunction self-paced online classes for district staff	1,550	
				Misc online classes/cataloging	4,800	
				CGCC anticipated tuition reimbursement	4,000	
				OLA nondistrict staff attendance	1,785	
1,270	1,501	4,259	004-2100-000.58-70	MEMBERSHIPS/DUES/SUBS		7,361
				Oregon Library Association membership	786	
				American Library Association	595	

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	Line Item Detail	FY20/21 Adopted Budget
				Libraries of Eastern Oregon membership	1,850	
				TD Chamber of Commerce membership	295	
				Assn of Bookmobile & Outreach Services memberhsip	135	
				Service club memberships	500	
				Misc	3,200	
21,722	6,582	36,576	004-2100-000.60-10	OFFICE SUPPLIES		38,555
				TD Library	20,750	
				Library District	17,805	
3,910	4,311	5,900	004-2100-000.60-20	JANITORIAL SUPPLIES		8,050
				Cintas	4,100	
				Misc	3,950	
9,592	25,777	135,838	004-2100-000.60-85	SPECIAL DEPT SUPPLIES		141,475
				TD Library: reading incentives; story hour craft & activity supplies; children's activity programming	26,500	
				District: programs at child care sites & the Dufur & Maupin libraries; adult programming at Mill Creek, Canyon Rim, Veterans Home, etc.	9,600	
				Library programming, supplies, equipment & fees	99,875	
				Advertisements for Library postion recruitments	5,500	
90,269	109,268	111,500	004-2100-000.64-20	LIBRARY BOOKS AND BIND		116,500
				Library collection budget includes \$192,150 (based on feasibility study level) for the collection with \$8,500 budgeted for the Digital Library Consortium through Sage. The remaining funds have been divided between the book, periodical and audiovisual budgets.	116,500	
3,248	2,375	5,073	004-2100-000.64-30	LIBRARY PERIODICALS		5,800
				The Dalles Library	5,800	
25,665	24,097	38,749	004-2100-000.64-40	AUDIO/VISUAL MATERIALS		61,350
				The Dalles Library	61,350	
3,174	3,942	33,697	004-2100-000.64-80	COMPUTER SOFTWARE		59,037
				TD Library Ingram database subscription	521	
				TD Library Gale database subscription	1,500	
				TD Library Online reference services	495	
				TD Library Cat Express database subscription	5,841	
				TD Library Envisionware PC reservation	5,265	
				TD Library Filters for workstations (12 X \$55 = \$660)	660	
				TD Library Misc Software & website	15,540	
				TD Library OCLC interlibrary loan & access subscription	2,450	
				TD Library Workstation recovery software (Deep Freeze)	1,200	
				Envisionware/Bibliotheca	11,300	
				District Ingram One-Page	400	
				District Cat Express cataloging software	2,350	
				District Tumblebooks subscription	875	
				District Filters for Workstations (5 X \$55 = \$275)	275	
				laptops software licensing	3,665	
				Integra	1,400	
				Awe Learning Centers	5,300	
-	374	1,500	004-2100-000.69-50	MISCELLANEOUS EXPENSES		1,000
				Advertising, Legal Notices, etc.		
27,483	19,681	56,815	004-2100-000.69-80	ASSETS < \$5000		65,145
				For durable goods lasting more than one year, but costing less than \$5,000, such as chairs, calculators, etc.		
				paperback rack, magazine rack	6,300	-
				11 PCs @ \$2,100 each (\$1,750 PC + \$350 software); 9 public PCs & 2 staff PCs (computers on a 5 year replacement schedule)	23,100	
				Printer	3,900	
				3D printer	4,400	
				Book & DVD shelving units	9,545	
				Print management hardware	4,400	
				Interactive educational equipment	13,500	
290,619	313,106	765,519	TOTAL MATERIALS AND SERVICES			877,821

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	Line Item Detail	FY20/21 Adopted Budget
81,551	13,173	33,600	004-2100-000.72-20	BUILDINGS		52,000
				sprinkler heads	7,000	
				Install security cameras	14,000	
				carpet	11,000	
				Ventilation	10,000	
				paint	10,000	
-	-	-	004-2100-000.74-20	VEHICLES		-
-	59,900	-	004-2100-000.74-30	FURNITURE AND FIXTURES		-
-	-	-	004-2100-000.74-40	OFFICE EQUIPMENT		-
-	-	-	004-2100-000.74-50	COMPUTER EQUIPMENT		-
81,551	73,073	33,600	TOTAL CAPITAL OUTLAY			52,000
1,084,647	1,121,116	1,600,829	TOTAL LIBRARY OPERATING DEPARTMENT			1,787,938
<u>OTHER USES</u>						
84,999	80,391	102,229	004-9500-000.81-01	TO GENERAL FUND		91,435
				From Admin Transfers Worksheet Prepared by Finance	91,435	
-	-	2,613	004-9500-000.81-10	TO UNEMPLOYMENT FUND		2,761
				.5% of regular and part-time salaries, not including overtime	2,761	
-	-	-	004-9500-000.81-36	TO CAPITAL PROJECTS FUND		10,000
				To start saving for replacement of 1963 HVAC system that will cost \$210,000	10,000	
84,999	80,391	104,842	TOTAL INTERFUND TRANSFERS			104,196
-	-	217,455	004-9500-000.88-00	CONTINGENCY		186,718
				Goal is 10% or greater of operating budget		186,718
-	-	217,455	TOTAL CONTINGENCY			186,718
-	-	155,504	004-9500-000.88-01	RESERVE FOR FUTURE EXPENDITURES		89,213
				For expenses not expected to be incurred in the current budget year. However, if such expenses are incurred during the current budget year, these funds can be accessed via a supplemental budget allocating them to the appropriate category as necessary.		
-	-	733,483	004-9500-000.89-00	UNAPPROPRIATED ENDING BAL		784,775
				Provides funds for operations during the next fiscal year before the first tax revenues are received in late November. These funds cannot be accessed during the current budget year except under very specific and rare circumstances, such as natural disasters.		
-	-	888,987	TOTAL UNAPPROPRIATED			873,988
84,999	80,391	1,211,284	TOTAL OTHER USES DEPARTMENT			1,164,902
1,169,646	1,201,507	2,812,113	GRAND TOTAL LIBRARY FUND			2,952,840
1,596,045	1,722,502	-	LIBRARY FUND - REVENUES LESS EXPENSES			-

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

Department:	Public Works	Number of Employees:	45
Program:	Enterprise and Dedicated Fund Activities		

Mission

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

Description

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

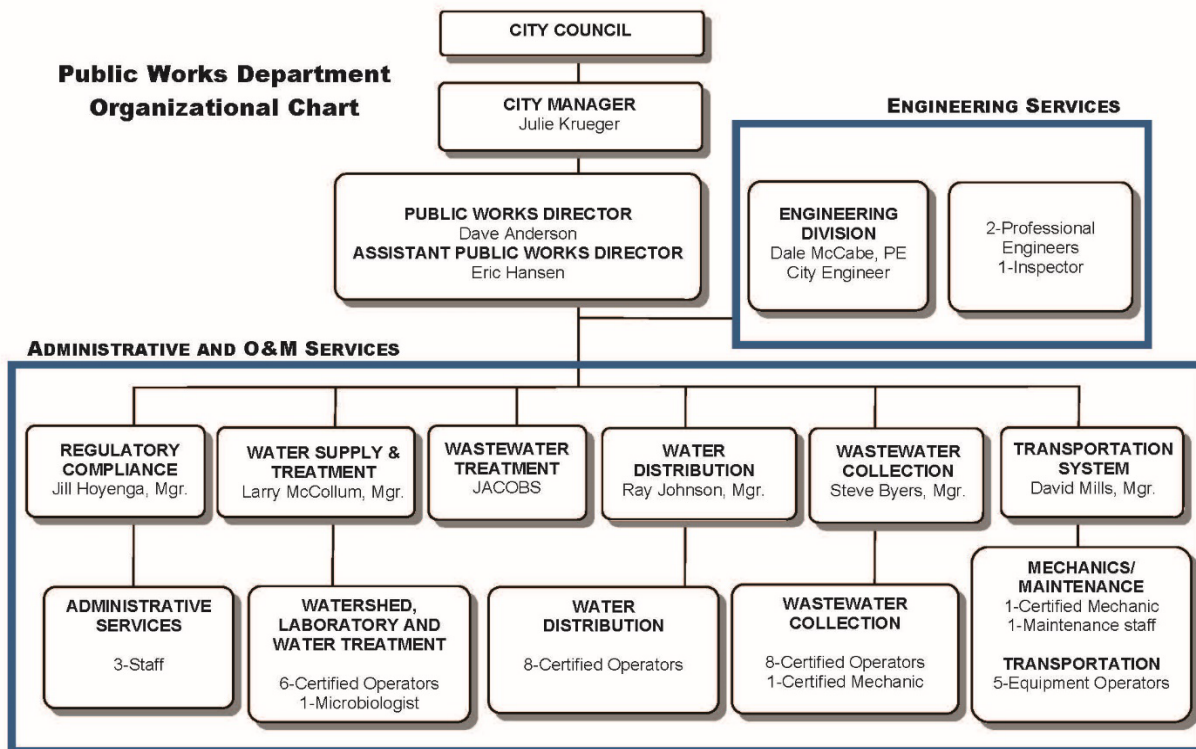
2020-21 Goals, Projects, and Highlights

- Continue to reinforce a safety culture within our workplace to avoid injury to employees and the public and prevent damage to equipment and property.
- Continue a street preventive maintenance program that focuses on improving surfaces and integrity of streets using the most cost effective methods available in compliance with the Americans with Disabilities Act (ADA).
- Complete final design engineering for the replacement of the Dog River Diversion Pipeline.
- Proceed with design and construction work to implement an Aquifer Storage and Recovery (ASR) system.
- Update the City’s Water Master Plan and Downtown Flood Analysis.
- Complete construction of sanitary sewer and storm system improvements in support of anticipated industrial development.
- Install an emergency back-up generator for the Public Works offices.

2019-20 Accomplishments

- Continued the emphasis on safety for all Public Works tasks and projects.
- Completed the Environmental Assessment for the replacement of the Dog River Diversion Pipeline.
- Completed structural repairs, seismic upgrades and repainting the interior of the 3-million-gallon Sorosis Reservoir.
- Received recognition of the City’s water treatment and supply systems as an “Outstanding Performer” by the Oregon Health Authority for a second consecutive time.
- Constructed improvements at the intersection of West 2nd and Cherry Heights Road to reduce delays and improve safety.

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**



TECHNICAL SERVICES: ENGINEERING

Description

The Engineering Services Division provides professional engineering services and support for contracts, design, plan reviews, project management, construction quality control, and acceptance of public improvements inside the Urban Growth Boundary. Division engineers assist in developing City ordinances and standards associated with the City’s built environment and manage the City's infrastructure archives.

2020-21 Goals, Projects and Highlights

Perform survey and design, and prepare contract documents for:

- Americans with Disabilities Act (ADA) compliant sidewalk ramps for connecting/continuing ADA accessible pedestrian corridors.
- W. 2nd Street Joint Utility Project – Phase II.
- Sanitary Sewer Main Project under I-84 for Westside Sewer Interceptor Project.
- W. 15th Street reconstruction – Garrison Street to Liberty Way.

Provide design oversight and/or construction inspection for:

- Relocation and undergrounding of utilities for downtown redevelopment projects.
- Aquifer Storage and Recovery (ASR) project.
- Update of Water Master Plan.
- Update Flood Analysis.
- Assist with Dog River Diversion Pipeline design and construction oversight.

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

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

- Cure In Place Pipe (CIPP) Slipline Contract.
- Chip Seal Contract.

2019-20 Accomplishments¹

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

- E. Scenic Drive Sanitary Sewer Upgrade.
- E. Scenic Dr. Stabilization Project, Phase II – Jefferson Street to Esther Way.
- W. 2nd Street and Cherry Heights Road Intersection Improvements.
- Concrete Contract:
 - Installation of concrete bulb outs and new mid-block crosswalk equipped with two Rectangular Rapid Flashing Beacons on E. 19th Street for Dry Hollow School.
 - Installation of ADA ramps at the roundabout and intersection of 10th Street and Union Streets.

Provided design oversight and/or construction inspection for:

- Sorosis Reservoir Painting (interior) Contract.
- Marine Terminal Dock Repairs.
- Continue to serve as a Co-Chair for the Blue Zones Project - The Dalles Built Environment.

Looking forward to the next 5 years

- Work toward getting utilities extended into the eastern and western portions of the City.
- Continue working on completing capital improvement projects as outlined in the City's Master Plans.
- Work toward getting street grades and storm sewer trunk lines designed so that as development projects occur, infrastructure improvements can occur when infill development is initiated.
- Continue working toward creating ADA accessible pedestrian corridors and getting sidewalk segments completed to create safe routes for pedestrian access around town, in particular for safe routes to schools.

¹ Projects listed are accurate from June 2019 to February 2020 then planned unless otherwise noted.

REGULATORY COMPLIANCE SERVICES

Description

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

2020-2021 Goals, Projects, and Highlights

- Increase coordination of community outreach and public education.
- Implement updated wastewater local limits if necessary.
- Complete the Mercury Minimization Plan.

2019-2020 Accomplishments²

Community Outreach – sharing our story with those that we serve

- Published annual Water Quality Report to all water customers as required by U.S. Environmental Protection Agency. The 2018 Water Quality Report received the Excellence in Communications award from the Pacific Northwest Section of the American Water Works Association in 2019.
- Updated a Department communication plan to focus education efforts on organizational needs. The purpose of the plan is to provide public information that is consistent and supportive of City and Public Works Department goals with the objective of highlighting the public role in achieving each goal. The plan also serves to facilitate development of key messages and coordinate distribution of messages. Successful communication projects include:
 - Tree trimming outreach and education efforts ahead of chip seal projects was coordinated between the Public Works Department and Code Enforcement. Owners or residents of 51 of 60 (85%) properties with hazard vegetation trimmed before the City had to trim trees and charge the property owner. These efforts made passage of City equipment safer for crews performing work as well as safer for school buses, large delivery trucks and garbage trucks.
 - Leaf pick-up outreach reduced the number of leaf pile enforcement actions to essentially zero. In past year many leaf piles in the streets were a significant traffic hazard and interfered with sweeping up leaves before the rainy season so that they did not clog storm drains or freeze to streets.
- The Public Works Department webpage portal was updated. The Engineering Services Division webpage was updated. Maintained the Transportation Division, Wastewater Division and Water Distribution Division webpages.
- The 2018 Cyanotoxin Communication & Action Plan won a 2019 Excellence in Communication Award.

² Statistics are accurate from June 2019 to February 2020 then estimated unless otherwise noted.

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

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

- Submitted Water Management and Conservation Plan 5-year Progress Report to Oregon Water Resources Department. Developed data collection tools for the plan update in 2024.
- Tracked rule changes regarding new American’s Water Infrastructure Act requirements as well as changes in Federal legislation regarding emergency preparedness requirements and consumer confidence report requirements for water utilities.

Hazardous Materials, Emergency Preparedness & Safety Compliance

- Implemented a Federal Emergency Management Agency Incident Command System 3-year training cycle for all Public Works Divisions. This training is establishing communication norms as well as a review cycle for emergency response plans and procedures.
- Developed a cyberthreat awareness campaign for City employees.

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

- Assisted with planning and enforcement activities to comply with stormwater quality requirements.

Transportation Compliance – enhance public safety and mobility

- Conducted a table top exercise to practice the Snow Response Plan.

Wastewater compliance – protects public health and the environment

- Worked with Oregon Department of Environmental Quality (DEQ) to comply with the renewed NPDES discharge permit for the City’s Wastewater Treatment Plant.
 - Prepared a draft Mercury Minimization Plan for reduction of mercury in the Wastewater Treatment Plant’s effluent to the Columbia River. The report is due January 31, 2021.
 - Managed a process to re-evaluate local limits. Results of the re-evaluation are due by June 30, 2020
- Led the City’s Industrial Pretreatment Program (IPP). Completed requirements for compliance with the Dental Amalgam Rule.

Looking forward to the next 5 years

- Assist with implementing Public Works Department action items resulting from 2018 Natural Hazard Mitigation Plan update. Prepare for 5-year update of the plan in 2023.
- Implement the Mercury Minimization Plan upon approval.
- Assist with development of an updated Water Management and Conservation Plan in 2024.
- Transition fats, oils and grease interceptor enforcement management to Lucity software.

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.

2020-2021 Goals, Projects, and Highlights

- Maintain an accessible library of Public Works Department policies and plans.
- Review/update Department webpages to reduce call volume and the need for walk-in services. For example, maintain online calendars so that citizens have easy access to banner permit and sidewalk/street closure permit information.

2019-2020 Accomplishments³

By the Numbers – demand for administrative tasks continued to increase and nearly doubled in calendar year 2019

- Used the Internet Ticket Processing (ITIC) One Call locate system to track 1,172 utility locate requests.
- Logged and tracked approximately 53 field utility verifications, 21 building permits, 40 physical constraints/cut & fill permits, 7 property line adjustments, 21 plat maps and plans, and 7 miscellaneous permits, 15 change-of-use applications, 33 ADA compliant curb/sidewalk/drive approach permits for processing through the Public Works and Planning Departments.
- Issued 88 Street/Sidewalk Closure permits, 27 Banner permits and 69 Right-of-Way Construction Permits.
- Helped 1,110 people with the visitor log-in procedure at the Public Works Department front office.

At Your Service

- Provided coordination for the 32nd annual Community Cleanup event.
- Provided administrative, departmental personnel functions, bid proposal support and budget tracking within the Department. Also provided clerical support for the monthly City of The Dalles Traffic Safety Committee and Public Works Safety Committee meetings.
- Provided liaison services for the Department with the phone and alarm companies, and computer IT service. Also, support the Public Works Department transition to the Oregon Records Management System method for records retention.

Looking forward to the next 5 years

- Streamline and develop efficient work practices through training and the review/update of forms and office Standard Operating Procedures.
- Complete the Public Works Department transition to the Oregon Records Management System method for records retention.

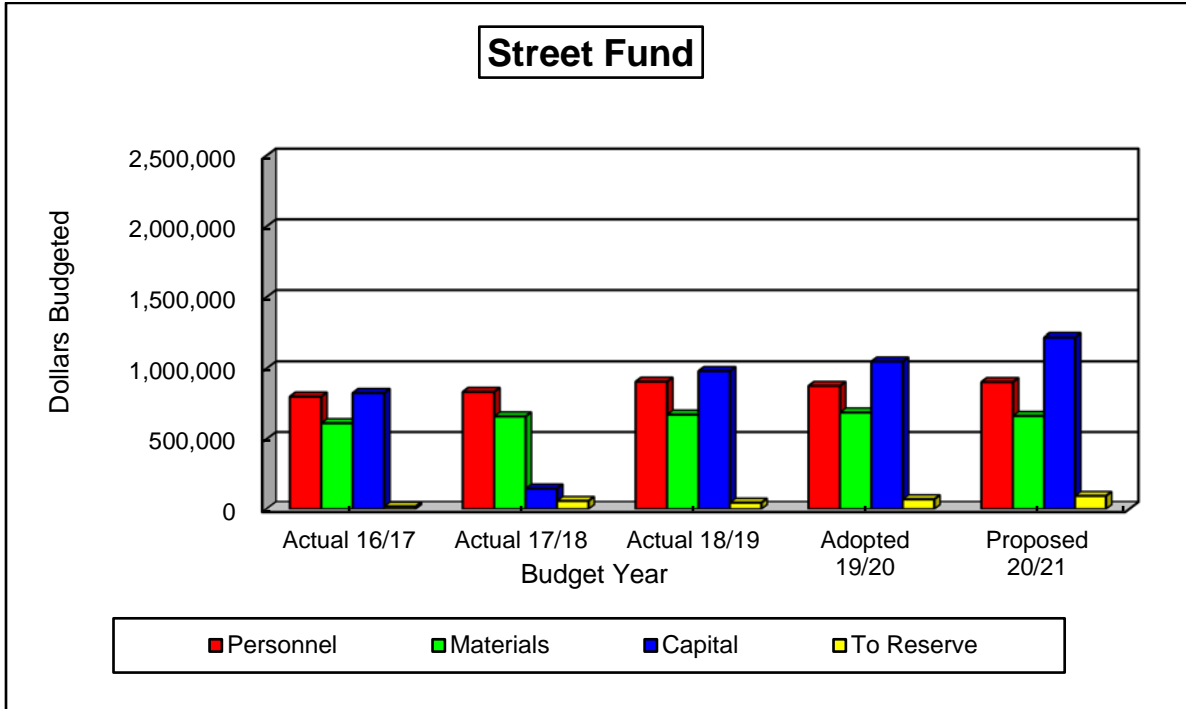
³ Statistics are accurate from July 2019 to December 2019 then estimated by using January 2019 – June 2019 actual data. This estimation method is consistent with past Administrative Services Budget Narratives.

**City of The Dalles, Oregon
Fiscal Year 2020-2021 Budget
PUBLIC WORKS SUMMARY**

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Revenue/Cost Centers	FY20/21 Proposed Budget	FY20/21 Approved Budget	FY20/21 Adopted Budget
18,001,588	13,350,027	11,395,865	BEGINNING BALANCE	13,355,155	14,121,465	14,121,465
15,132,285	14,692,714	14,141,182	REVENUES	14,159,070	14,459,070	14,459,070
17,843,944	3,896,293	17,269,841	OTHER SOURCES	16,228,248	15,928,248	15,928,248
50,977,817	31,939,034	42,806,888	TOTAL RESOURCES	43,742,473	44,508,783	44,508,783
1,450,353	1,764,652	2,626,289	STREET OPERATIONS	2,791,247	3,357,557	3,357,557
187,059	491,880	542,643	PUBLIC WORKS RESERVE FUND	888,950	888,950	888,950
157,011	15,982	1,472,193	STREET/BRIDGE REPLACEMENT FUND	1,246,769	1,246,769	1,246,769
1,285,100	1,250,704	1,657,598	WATER TREATMENT	1,745,403	1,745,403	1,745,403
1,709,007	1,847,873	2,170,854	WATER DISTRIBUTION	2,234,357	2,234,357	2,234,357
3,108,736	254,492	18,241,116	WATER DEPT CAPITAL RESERVE FUND	17,472,977	17,672,977	17,672,977
2,841,446	3,073,825	3,444,125	WASTE WATER FUND	3,571,939	3,571,939	3,571,939
1,831,777	1,030,201	2,717,207	SEWER SPECIAL RESERVE FUND	4,465,439	4,465,439	4,465,439
9,487,826	2,534,091	1,216,454	SEWER PLANT CONST	1,477,288	1,477,288	1,477,288
22,058,314	12,263,700	34,088,479	TOTAL EXPENDITURES	35,894,369	36,660,679	36,660,679
238,378	263,385	335,612	DEBT SERVICE	335,007	335,007	335,007
15,331,094	6,417,757	8,121,175	TRANSFER OUT	7,040,490	7,040,490	7,040,490
-	-	261,622	CONTINGENCY	472,607	472,607	472,607
15,569,472	6,681,142	8,718,409	TOTAL OTHER USES	7,848,104	7,848,104	7,848,104
37,627,786	18,944,842	42,806,888	TOTAL EXPENDS & OTHER USES	43,742,473	44,508,783	44,508,783
13,350,031	12,994,192	-	FUND TOTAL	-	-	-

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

Fund:	Street (005)		
Department:	Public Works	Number of Employees:	7 dedicated
Program:	Street		11 shared / 8.84 FTE



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

Description

The Street Division manages the operation and maintenance of 81.19 miles of paved City streets, as well as alleys, gravel and oil shot roads, right-of-ways, pedestrian access ways, bicycle paths, lighting, various triangle parks, and sidewalks. The Division also shares the responsibility of Public Works fleet management and the maintenance of City-owned buildings and grounds.

2020-21 Goals and Projects

- Complete surface preservation projects on 20.7 miles of paved City streets.
- Upgrade sidewalk ramps at two intersections to be ADA compliant.
- Reconstruct W. 15th Street from Garrison to Liberty Street with ADA-compliant sidewalk ramps.

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

2019-2020 Accomplishments¹

By the Numbers

- The Transportation Division continued a preventive maintenance program that focuses on crack sealing, chip sealing, asphalt overlays and inlays in an effort to extend the life of the City's pavement structures.
 - Performed 47 pavement patches for the water and sewer divisions.
 - Crack sealed 10.7 miles of City streets.
 - Chip sealed 7.2 miles of City streets.
 - Carried out 1.3 lane miles of asphalt inlay and reconstruction projects.
 - Completed 100% (8.3 miles) of the grading and maintenance of the gravel streets and alleyways using, in part, processed and recycled asphalt grindings that were generated from paving projects.
- Assisted with traffic control plans and equipment for 24 community functions including: parades, events, bicycle races, community cleanup, street festivals, and the Neon Nights car cruise.
- Assisted in the review and approval of 69 Right-of-Way Construction Permits that were issued for work within the City's Right-of-Way and 59 Sidewalk Street Closure Permits. Installed 27 permitted banners. Responded to 73 customer calls for service.

At Your Service

- Provided snow plowing and sanding services during the winter storm season of 2019/20.
- Maintained street lighting, completed annual center line striping program, completed an evaluation of retro-reflectivity of street signs, replaced damaged signs, and installed signage in numerous locations with attention to safe passage for motorists, bicycles and pedestrians.
- Other provisions for pedestrian safety include:
 - Installation of a new driver feedback speed limit sign on Dry Hollow Road.
 - Provided support for the emergency sidewalk and lane closure of E. 2nd Street between Washington and Union Streets.
 - Converted the lights on the 6th Street Bridge to a more energy efficient and longer lasting LED style light.
- Modified the functions of the traffic signals at W. 6th Street and Cherry Heights Road as well as W. 6th Street and Webber Street to reduce delays and improve safety.

Looking forward to the next 5 years

- Improve efficiencies and Best Management Practices through measurements and accountability.
- Utilize our pavement management program to evaluate different investment strategies to maximize the cost-effectiveness of a transportation system maintenance and rehabilitation plan at available funding levels.

¹ Statistics are accurate from June 2019 to January 2020 then estimated unless otherwise noted.

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

FY17/18	FY18/19	FY19/20		FY20/21	FY20/21	FY20/21
<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Revenue/Cost Centers</u>	<u>Proposed Budget</u>	<u>Approved Budget</u>	<u>Adopted Budget</u>
2,152,516	2,471,670	1,849,256	BEGINNING BALANCE	2,107,874	2,674,184	2,674,184
1,679,219	2,009,921	2,321,136	REVENUES	2,287,022	2,587,022	2,587,022
725,876	646,663	925,736	OTHER SOURCES	1,070,499	770,499	770,499
4,557,611	5,128,254	5,096,128	TOTAL RESOURCES	5,465,395	6,031,705	6,031,705
1,450,353	1,764,652	2,626,289	STREET OPERATIONS	2,791,247	3,357,557	3,357,557
187,059	491,880	542,643	PUBLIC WORKS RESERVE FUND	888,950	888,950	888,950
157,011	15,982	1,472,193	TRANSPORTATION SYS RESERVE FUND	1,246,769	1,246,769	1,246,769
1,794,422	2,272,514	4,641,125	TOTAL EXPENDITURES	4,926,966	5,493,276	5,493,276
-	-	-	CHARGES FOR SERVICES	-	-	-
291,518	303,237	357,880	TRANSFER OUT	382,838	382,838	382,838
-	-	97,123	CONTINGENCY	155,591	155,591	155,591
-	-	-	UNAPPROPRIATED ENDING BAL	-	-	-
291,518	303,237	455,003	TOTAL OTHER USES	538,429	538,429	538,429
2,085,940	2,575,751	5,096,128	TOTAL EXPENDS & OTHER USES	5,465,395	6,031,705	6,031,705
2,471,670	2,552,503	-	FUND TOTAL	-	-	-

City of The Dalles, Oregon Fiscal Year 2020-21 Budget

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	FY20/21 Proposed Budget	FY20/21 Approved Budget	FY20/21 Adopted Budget
STREET FUND 005							
REVENUES							
881,054	1,185,074	762,420	005-0000-300.00-00	BEGINNING BALANCE	882,755	1,449,065	1,449,065
81,390	84,312	81,402	005-0000-318.20-00	NORTHWEST NATURAL	5,000	5,000	5,000
-	-	5,000	005-0000-318.30-00	ZAYO GROUP	81,402	81,402	81,402
518,183	507,552	505,000	005-0000-319.40-00	LOCAL 3 CENT FUEL TAX	510,000	510,000	510,000
-	-	-	005-0000-331.90-00	FEDERAL GRANTS-MISC	-	-	-
943,183	1,076,573	1,054,436	005-0000-335.40-00	STATE MOTOR VEH FND	1,169,890	1,169,890	1,169,890
-	-	9,098	005-0000-337.10-00	URBAN RENEWAL	9,280	9,280	9,280
-	-	-	005-0000-337.70-00	CHENOWITH PUD	-	-	-
-	-	-	005-0000-341.80-00	COPIES, PLANS, ORD'S	-	-	-
2,706	3,680	500	005-0000-341.90-00	MISC SALES AND SRVCE	350	350	350
13,337	15,760	22,500	005-0000-348.00-00	INTERDEPARTMENTAL REVENUE	24,500	24,500	24,500
14,994	25,410	15,000	005-0000-361.00-00	INTEREST REVENUES	19,000	19,000	19,000
10,222	909	200	005-0000-369.00-00	OTHER MISC REVENUES	1,000	1,000	1,000
150,000	-	300,000	005-0000-391.01-00	FROM GENERAL FUND	300,000	300,000	300,000
160,005	169,062	170,933	005-0000-391.51-00	WATER UTILITY FUND	171,258	171,258	171,258
151,871	152,299	154,803	005-0000-391.55-00	WASTEWATER UTILITY	155,241	155,241	155,241
-	13,717	-	005-0000-392.00-00	SALE OF FIXED ASSETS	-	-	-
2,926,945	3,234,348	3,081,292	TOTAL STREET FUND REVENUES		3,329,676	3,895,986	3,895,986
EXPENDITURES							
452,547	490,401	522,920	005-0500-000.11-00	REGULAR SALARIES	527,762	527,762	527,762
22,107	29,755	30,450	005-0500-000.12-00	PARTTIME/TEMP SALARIES	38,480	38,480	38,480
11,229	23,562	28,000	005-0500-000.13-00	OVERTIME SALARIES	28,000	28,000	28,000
135,500	135,428	149,213	005-0500-000.21-10	MEDICAL INSURANCE	153,434	153,434	153,434
3,172	3,289	3,294	005-0500-000.21-20	L-T DISABILITY INSURANCE	3,339	3,339	3,339
399	420	422	005-0500-000.21-30	LIFE INSURANCE	426	426	426
36,009	30,058	34,057	005-0500-000.21-40	WORKERS COMP INSURANCE	34,382	34,382	34,382
36,504	40,818	44,344	005-0500-000.22-00	FICA	45,460	45,460	45,460
47,742	55,454	65,301	005-0500-000.23-00	RETIREMENT CONTRIBUTIONS	66,458	66,458	66,458
3,548	4,451	10,277	005-0500-000.28-00	VEBA CONTRIBUTIONS	10,524	10,524	10,524
91	64	56	005-0500-000.29-00	OTHER EMPLOYEE BENEFITS	56	56	56
748,849	813,700	888,334	TOTAL PERSONNEL SERVICE		908,321	908,321	908,321
8.5	8.5	8.9	Total Full-Time Equivalent (FTE)		9.00	9.00	9.00
22,022	55,720	68,696	005-0500-000.31-10	CONTRACTUAL SERVICES	62,140	62,140	62,140
12,042	15,451	15,712	005-0500-000.31-40	WASCO CO COMMUNICATIONS	11,989	11,989	11,989
-	-	1,000	005-0500-000.34-10	ENGINEERING SERVICES	1,000	1,000	1,000
6,071	5,382	7,134	005-0500-000.34-30	COMPUTER SERVICES	8,440	8,440	8,440
-	-	-	005-0500-000.34-50	SPECIAL STUDIES & REPORTS	-	-	-
4,647	4,591	5,500	005-0500-000.41-10	WATER & SEWER	4,500	4,500	4,500
2,854	2,101	4,000	005-0500-000.41-20	GARBAGE SERVICES	5,000	5,000	5,000
3,836	4,549	6,265	005-0500-000.41-30	NATURAL GAS	6,265	6,265	6,265
5,319	4,863	5,542	005-0500-000.41-40	ELECTRICITY	5,542	5,542	5,542
156,826	165,292	224,149	005-0500-000.41-50	STREET & TRAFFIC LIGHTING	220,149	220,149	220,149
7,980	7,988	7,980	005-0500-000.42-00	JANITORIAL SERVICES	7,980	7,980	7,980
3,898	4,467	9,725	005-0500-000.43-10	BUILDINGS AND GROUNDS	10,058	10,058	10,058
-	145	1,200	005-0500-000.43-20	COMPUTERS	1,200	1,200	1,200
512	632	1,810	005-0500-000.43-30	RADIO EQUIPMENT	3,430	3,430	3,430
27	64	400	005-0500-000.43-40	OFFICE EQUIPMENT	500	500	500
10,592	7,312	3,000	005-0500-000.43-45	JOINT USE OF LABOR/EQUIP	4,500	4,500	4,500
31,068	47,264	46,405	005-0500-000.43-50	VEHICLES	44,785	44,785	44,785
21,736	28,624	26,205	005-0500-000.43-51	GAS/OIL/DIESEL/LUBRICANTS	22,995	22,995	22,995
8,769	11,122	7,800	005-0500-000.43-52	TIRES AND TIRE REPAIRS	7,100	7,100	7,100
7,195	4,318	9,135	005-0500-000.43-70	GENERAL EQUIPMENT	9,685	9,685	9,685
337	161	1,500	005-0500-000.43-71	SPCL UTILITY EQUIPMENT	2,950	2,950	2,950
8,327	8,867	9,334	005-0500-000.43-80	SHOP EQUIPMENT	8,925	8,925	8,925
174	1,201	1,700	005-0500-000.43-81	SERVICE PICKUP TOOLS	1,700	1,700	1,700
284	167	496	005-0500-000.43-87	UTILITIES LOCATES	996	996	996
445	1,356	2,000	005-0500-000.44-20	RENTAL OF EQUIPMENT	2,000	2,000	2,000
8,504	8,742	9,180	005-0500-000.52-10	LIABILITY INSURANCE	9,606	9,606	9,606
6,287	6,339	6,656	005-0500-000.52-30	PROPERTY INSURANCE	7,611	7,611	7,611
8,555	8,850	9,293	005-0500-000.52-50	AUTOMOTIVE INSURANCE	10,207	10,207	10,207
-	500	1,500	005-0500-000.52-60	INSURANCE DEDUCTIBLES	1,500	1,500	1,500
268	417	920	005-0500-000.53-20	POSTAGE	920	920	920
7,832	7,599	8,870	005-0500-000.53-30	TELEPHONE	8,870	8,870	8,870
-	-	150	005-0500-000.53-40	LEGAL NOTICES	150	150	150
777	190	770	005-0500-000.53-60	PUBLIC EDUCATION/INFO	1,670	1,670	1,670
-	-	-	005-0500-000.54-00	ADVERTISING	-	-	-
356	123	1,150	005-0500-000.55-00	PRINTING AND BINDING	1,150	1,150	1,150
143	213	300	005-0500-000.57-00	PERMITS	300	300	300
577	1,057	1,050	005-0500-000.58-10	TRAVEL, FOOD & LODGING	1,350	1,350	1,350
9,457	5,505	14,263	005-0500-000.58-50	TRAINING AND CONFERENCES	15,363	15,363	15,363
1,048	877	1,212	005-0500-000.58-70	MEMBERSHIPS/DUES/SUBS	1,530	1,530	1,530
2,681	2,092	3,200	005-0500-000.60-10	OFFICE SUPPLIES	2,980	2,980	2,980
3,483	3,568	4,280	005-0500-000.60-20	JANITORIAL SUPPLIES	4,280	4,280	4,280
2,309	3,668	2,550	005-0500-000.60-80	CLOTHING	2,450	2,450	2,450
4,899	5,416	7,698	005-0500-000.60-85	SPECIAL DEPT SUPPLIES	7,320	7,320	7,320
3,942	2,872	4,250	005-0500-000.60-86	CHEMICAL/LAB SUPPLIES	4,250	4,250	4,250

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18	FY18/19	FY19/20		Account	FY20/21	FY20/21	FY20/21
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
82,990	103,551	132,000	005-0500-000.60-87	STREET CONST SUPPLIES	119,590	119,590	119,590
96	126	1,149	005-0500-000.64-10	BOOKS AND PERIODICALS	1,149	1,149	1,149
-	28,145	5,150	005-0500-000.64-80	COMPUTER SOFTWARE	1,325	1,325	1,325
-	20	-	005-0500-000.69-50	MISCELLANEOUS EXPENSES	-	-	-
10,149	10,604	6,563	005-0500-000.69-80	ASSETS < \$5000	6,926	6,926	6,926
469,315	582,111	688,842	TOTAL MATERIALS AND SERVICES		664,326	664,326	664,326
5,995	2,816	5,000	005-0500-000.72-20	BUILDINGS	41,000	41,000	41,000
-	-	-	005-0500-000.74-10	MACHINERY	3,000	3,000	3,000
-	-	-	005-0500-000.74-20	VEHICLES	4,600	4,600	4,600
-	-	-	005-0500-000.74-25	COMMUNICATIONS EQUIP	-	-	-
-	-	-	005-0500-000.74-30	FURNITURE AND FIXTURES	-	-	-
-	-	-	005-0500-000.74-50	COMPUTER EQUIPMENT	-	-	-
-	2,401	-	005-0500-000.74-90	EQUIPMENT, OTHER	-	-	-
226,194	363,624	1,044,113	005-0500-000.75-10	CAPITAL PROJECTS	1,170,000	1,736,310	1,736,310
232,189	368,841	1,049,113	TOTAL CAPITAL OUTLAY		1,218,600	1,784,910	1,784,910
1,450,353	1,764,652	2,626,289	TOTAL STREET OPERATIONS		2,791,247	3,357,557	3,357,557
			OTHER USES				
163,587	197,427	224,993	005-9500-000.81-01	TO GENERAL FUND	226,100	226,100	226,100
68,000	45,800	70,000	005-9500-000.81-09	TO PUBLIC WKS RESV FUND	94,000	94,000	94,000
-	-	2,877	005-9500-000.81-10	TO UNEMPLOYMENT FUND	2,806	2,806	2,806
-	-	-	005-9500-000.81-13	TO TRANSPORTATION SYSTEM FUND	-	-	-
59,931	60,010	60,010	005-9500-000.81-43	TO FFCO 2008 DEBT SVC FUND	59,932	59,932	59,932
291,518	303,237	357,880	TOTAL OPERATING TRANSFERS OUT		382,838	382,838	382,838
-	-	97,123	005-9500-000.88-00	CONTINGENCY	155,591	155,591	155,591
-	-	97,123	TOTAL CONTINGENCY		155,591	155,591	155,591
291,518	303,237	455,003	TOTAL OTHER USES		538,429	538,429	538,429
1,741,871	2,067,889	3,081,292	GRAND TOTAL STREET FUND EXPENSES		3,329,676	3,895,986	3,895,986
1,185,074	1,166,459	-	STREET FUND - REVENUES LESS EXPENSES		-	-	-

City of The Dalles, Oregon Fiscal Year 2020-21 Budget

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	Line Item Detail	FY20/21 Adopted Budget
STREET FUND 005						
REVENUES						
881,054	1,185,074	762,420	005-0000-300.00-00	BEGINNING BALANCE		1,449,065
81,390	-	5,000	005-0000-318.30-00	ZAYO GROUP		5,000
-	84,312	81,402	005-0000-318.20-00	NORTHWEST NATURAL		81,402
518,183	507,552	505,000	005-0000-319.40-00	LOCAL 3 CENT FUEL TAX		510,000
-	-	-	005-0000-331.90-00	FEDERAL GRANTS-MISC		-
943,183	1,076,573	1,054,436	005-0000-335.40-00	STATE MOTOR VEH FND		1,169,890
-	-	9,098	005-0000-337.10-00	URBAN RENEWAL		9,280
-	-	-	005-0000-337.70-00	CHENOWITH PUD		-
-	-	-	005-0000-341.80-00	COPIES, PLANS, ORD'S		-
2,706	3,680	500	005-0000-341.90-00	MISC SALES AND SRVCE		350
13,337	15,760	22,500	005-0000-348.00-00	INTERDEPARTMENTAL REVENUE		24,500
14,994	25,410	15,000	005-0000-361.00-00	INTEREST REVENUES		19,000
10,222	909	200	005-0000-369.00-00	OTHER MISC REVENUES		1,000
150,000	-	300,000	005-0000-391.01-00	FROM GENERAL FUND		300,000
160,005	169,062	170,933	005-0000-391.51-00	WATER UTILITY FUND		171,258
151,871	152,299	154,803	005-0000-391.55-00	WASTEWATER UTILITY		155,241
-	13,717	-	005-0000-392.00-00	SALE OF FIXED ASSETS		-
2,926,945	3,234,348	3,081,292	TOTAL STREET FUND REVENUES			3,895,986
EXPENDITURES						
452,547	490,401	522,920	005-0500-000.11-00	REGULAR SALARIES		527,762
22,107	29,755	30,450	005-0500-000.12-00	PARTTIME/TEMP SALARIES		38,480
11,229	23,562	28,000	005-0500-000.13-00	OVERTIME SALARIES		28,000
135,500	135,428	149,213	005-0500-000.21-10	MEDICAL INSURANCE		153,434
3,172	3,289	3,294	005-0500-000.21-20	L-T DISABILITY INSURANCE		3,339
399	420	422	005-0500-000.21-30	LIFE INSURANCE		426
36,009	30,058	34,057	005-0500-000.21-40	WORKERS COMP INSURANCE		34,382
36,504	40,818	44,344	005-0500-000.22-00	FICA		45,460
47,742	55,454	65,301	005-0500-000.23-00	RETIREMENT CONTRIBUTIONS		66,458
3,548	4,451	10,277	005-0500-000.28-00	VEBA CONTRIBUTIONS		10,524
91	64	56	005-0500-000.29-00	OTHER EMPLOYEE BENEFITS		56
748,848	813,700	888,334	TOTAL PERSONNEL SERVICE			908,321
8.50	8.50	8.9	Total Full-Time Equivalent (FTE)			8.84
22,022	55,720	68,696	005-0500-000.31-10	CONTRACTUAL SERVICES		62,140
				Arboculturist Services	1,000	
				Weed Spray	12,000	
				Soils/Material Testing	1,000	
				Tree Trimming	2,500	
				Alarm testing/Monitoring/Fire Extinguisher Service	1,044	
				Internet Provider	350	
				Drug/Alcohol Testing/DMV Records	880	
				Solvent Service	186	
				Copier services	2,440	
				Porta Potty service	240	
				ODOT Signal Maintenance	18,000	
				Generator Service	500	
				County Street Striping	22,000	
12,042	15,451	15,712	005-0500-000.31-40	WASCO CO COMMUNICATIONS		11,989
-	-	1,000	005-0500-000.34-10	ENGINEERING SERVICES		1,000
				Engineering ROW	1,000	
6,071	5,382	7,134	005-0500-000.34-30	COMPUTER SERVICES		8,440
				Computer Program Support services	4,940	
				GIS software, engineering software,Q-life fiber line cost, CAT software	3,500	
-	-	-	005-0500-000.34-50	SPECIAL STUDIES & REPORTS		-
4,647	4,591	5,500	005-0500-000.41-10	WATER & SEWER		4,500
2,854	2,101	4,000	005-0500-000.41-20	GARBAGE SERVICES		5,000
3,836	4,549	6,265	005-0500-000.41-30	NATURAL GAS		6,265
5,319	4,863	5,542	005-0500-000.41-40	ELECTRICITY		5,542
156,826	165,292	224,149	005-0500-000.41-50	STREET & TRAFFIC LIGHTING		220,149
7,980	7,988	7,980	005-0500-000.42-00	JANITORIAL SERVICES		7,980
3,898	4,467	9,725	005-0500-000.43-10	BUILDINGS AND GROUNDS		10,058
				Shop Door Repair	1,500	
				Building Roof Repair	500	
				A/C Heat Electrical Systems	1,600	
				Int & Ext Maint	4,483	
				Irrigation/ Landscaping/Island Maint	1,425	
				Shop Fence/Yard Maint	550	
-	145	1,200	005-0500-000.43-20	COMPUTERS		1,200
				Computer Maintenance	1,200	
512	632	1,810	005-0500-000.43-30	RADIO EQUIPMENT		3,430
				Handheld/Vehicle/Base Radio Maint	3,430	
27	64	400	005-0500-000.43-40	OFFICE EQUIPMENT		500

City of The Dalles, Oregon Fiscal Year 2020-21 Budget

10,592	7,312	3,000	005-0500-000.43-45	Phones, Faxes, & office equipment	500	
				JOINT USE OF LABOR/EQUIP		4,500
				To Wastewater Fund	3,500	
				To Water Fund	1,000	
31,068	47,264	46,405	005-0500-000.43-50	VEHICLES		44,785
				Vehicle Maint	44,785	
21,736	28,624	26,205	005-0500-000.43-51	GAS/OIL/DIESEL/LUBRICANTS		22,995
8,769	11,122	7,800	005-0500-000.43-52	TIRES AND TIRE REPAIRS		7,100
7,195	4,318	9,135	005-0500-000.43-70	GENERAL EQUIPMENT		9,685
				Jack Hammer/Large Saw Maint	4,475	
				Street Construction Equipment	3,450	
				Street Survey Equipment	1,000	
				Landscape Equipment	410	
				Generator Maint	350	
337	160	1,500	005-0500-000.43-71	SPCL UTILITY EQUIPMENT		2,950
				Lifting devices certification	1,350	
				Aqua Tech Parts and Tools (1/2)	1,600	
8,327	8,867	9,334	005-0500-000.43-80	SHOP EQUIPMENT		8,925
				Shop Tools	1,825	
				Fasteners/Sealants	1,800	
				Shop Equipment Maintenance	890	
				Hand tools	3,410	
				Welding supplies	1,000	
174	1,201	1,700	005-0500-000.43-81	SERVICE PICKUP TOOLS		1,700
284	167	496	005-0500-000.43-87	UTILITIES LOCATES		996
				Utility Notification Center	166	
				Locate supplies	830	
445	1,356	2,000	005-0500-000.44-20	RENTAL OF EQUIPMENT		2,000
8,504	8,742	9,180	005-0500-000.52-10	LIABILITY INSURANCE		9,606
6,287	6,339	6,656	005-0500-000.52-30	PROPERTY INSURANCE		7,611
8,555	8,850	9,293	005-0500-000.52-50	AUTOMOTIVE INSURANCE		10,207
-	500	1,500	005-0500-000.52-60	INSURANCE DEDUCTIBLES		1,500
268	417	920	005-0500-000.53-20	POSTAGE		920
				Direct Mailings	400	
				Shipping for parts/Core returns	520	
7,832	7,599	8,870	005-0500-000.53-30	TELEPHONE		8,870
				Phone system	5,200	
				Cell phone/Field Laptop services	1,670	
				Traffic Signal	2,000	
-	-	150	005-0500-000.53-40	LEGAL NOTICES		150
				Capital Improvement notice	150	
777	190	770	005-0500-000.53-60	PUBLIC EDUCATION/INFO		1,670
				Brochures/Written Translations	550	
				Community Clean-Up	150	
				Parade Booth	70	
				Bill Insert for Snow Event Information	900	
-	-	-	005-0500-000.54-00	ADVERTISING		-
356	123	1,150	005-0500-000.55-00	PRINTING AND BINDING		1,150
				Vehicle Logos and decals	400	
				Construction Plans	500	
				Vehicle Inspection Reports	150	
				Business Cards/Envelopes	100	
143	213	300	005-0500-000.57-00	PERMITS		300
				Propane Hazardous Substance fee	150	
				Acetylene Hazardous Substance fee	150	
577	1,057	1,050	005-0500-000.58-10	TRAVEL, FOOD & LODGING		1,350
				Traffic Safety Meeting	150	
				NSPE/ASCE Meeting	150	
				Employee Meetings/Room Rentals	1,050	
9,457	5,505	14,263	005-0500-000.58-50	TRAINING AND CONFERENCES		15,363
				APWA Conference	650	
				Oregon Impact Conference	400	
				Employee/Eng/Safety Officer/Office Training	13,713	
				Flagging	200	
				First Aid/CPR Training	400	
				Crane Training	-	
1,048	877	1,212	005-0500-000.58-70	MEMBERSHIPS/DUES/SUBS		1,530
				APWA Membership Dues	205	
				ASCE	200	
				CDL Medical Exams	600	
				National Society for PE	100	
				Oregon Impact	100	
				OSBEELS	65	
				TD Chronicle/Local OUCC dues	60	
				PE Licenses	200	
2,681	2,092	3,200	005-0500-000.60-10	OFFICE SUPPLIES		2,980
				Office Supplies/toner	2,180	
				Copy Paper	800	
3,483	3,568	4,280	005-0500-000.60-20	JANITORIAL SUPPLIES		4,280
				Cintas	3,500	
				Cleaning supplies	780	
2,309	3,668	2,550	005-0500-000.60-80	CLOTHING		2,450

City of The Dalles, Oregon Fiscal Year 2020-21 Budget

				Clothing Allowance	1,750	
				Rubber Boots Steel Toe	300	
				Rain Gear	400	
4,899	5,416	7,698	005-0500-000.60-85	SPECIAL DEPT SUPPLIES		7,320
				First Aid/Safety Supplies	1,825	
				Personal Protection Equipment	2,845	
				Safety Toe Boots	1,750	
				Safety Vests	600	
				Hearing/Respirator tests/ HBV Vaccine	300	
3,942	2,872	4,250	005-0500-000.60-86	CHEMICAL/LAB SUPPLIES		4,250
				Vector Control	50	
				Absorbants for spills	1,100	
				Hazmat Testing	500	
				Rhoma-Sol Cleaner	2,600	
82,990	103,551	132,000	005-0500-000.60-87	STREET CONST SUPPLIES		119,590
				Construction Signs/Cones/Barricades	3,600	
				Traffic Control Signs	23,000	
				Asphalt Hot Mix/Cold Mix	11,120	
				Crack Seal Mat	8,750	
				Rock	12,500	
				Concrete	1,400	
				Sanding Material	10,000	
				Fabric/Matting Petro Tac	-	
				Bituminous Emul	9,800	
				Manhole/Catch Basin/Paving Risers	20,110	
				Traffic control Paint/Striping Material	19,110	
				6th Street Bridge bulbs and globes	200	
96	126	1,149	005-0500-000.64-10	BOOKS AND PERIODICALS		1,149
				Manuals	1,034	
				City Directory	90	
				Equipment Salesman	25	
-	28,145	5,150	005-0500-000.64-80	COMPUTER SOFTWARE		1,325
				MS Office for computers listed in 6080	325	
				Engineering Software	1,000	
	20	-	005-0500-000.69-50	MISCELLANEOUS EXPENSES		-
10,149	10,604	6,563	005-0500-000.69-80	ASSETS < \$5000		6,926
				Survey equipment	1,000	
				Computers/Printers	3,157	
				Furniture/Map files	1,669	
				Honda EU 2000 Portable Generator	1,100	
469,314	582,110	688,842		TOTAL MATERIALS AND SERVICES		664,326
5,995	2,816	5,000	005-0500-000.72-20	BUILDINGS		41,000
				Back Up GENSET PW (1/3)	41,000	
		-	005-0500-000.73-30	Improvements Other Than Bldgs.		3,000
				Personnel-gate crash bars (1/3)	3,000	
-	-	-	005-0500-000.74-10	MACHINERY		4,600
				Big Barrier Grabber (1/3)	1,767	
				Self Propelled Concrete Saw (1/3)	2,833	
-	-	-	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		-
-	2,401	-	005-0500-000.74-90	EQUIPMENT, OTHER		-
				Engineering Survey Equipment	-	
226,194	363,624	1,044,113	005-0500-000.75-10	CAPITAL PROJECTS		1,736,310
				2021 Chip Seal Program (\$360k Cnty, \$240k Contr'r)	600,000	
				2021 ADA - Sidewalk Program	125,000	
				2021 Overlay Program	85,000	
				Future St Maintenance Projects	360,000	
232,189	368,841	1,049,113		TOTAL CAPITAL OUTLAY		1,784,910
1,450,351	1,764,651	2,626,289		TOTAL STREET OPERATIONS		3,357,557
				OTHER USES		
163,587	197,427	224,993	005-9500-000.81-01	TO GENERAL FUND		226,100
68,000	45,800	70,000	005-9500-000.81-09	TO PUBLIC WKS RESV FUND		94,000
-	-	2,877	005-9500-000.81-10	TO UNEMPLOYMENT FUND		2,806
-	-	-	005-9500-000.81-13	TO TRANSPORTATION SYSTEM FUND		-
59,931	60,010	60,010	005-9500-000.81-43	TO FFCO 2008 DEBT SVC FUND		59,932
291,518	303,237	357,880		TOTAL OPERATING TRANSFERS OUT		382,838
-	-	97,123	005-9500-000.88-00	CONTINGENCY		155,591
-	-	97,123		TOTAL CONTINGENCY		155,591
291,518	303,237	455,003		TOTAL OTHER USES		538,429
1,741,869	2,067,888	3,081,292		GRAND TOTAL STREET FUND EXPENSES		3,895,986
1,185,076	1,166,460	-		STREET FUND - REVENUES LESS EXPENSES		-

City of The Dalles, Oregon Fiscal Year 2020-21 Budget

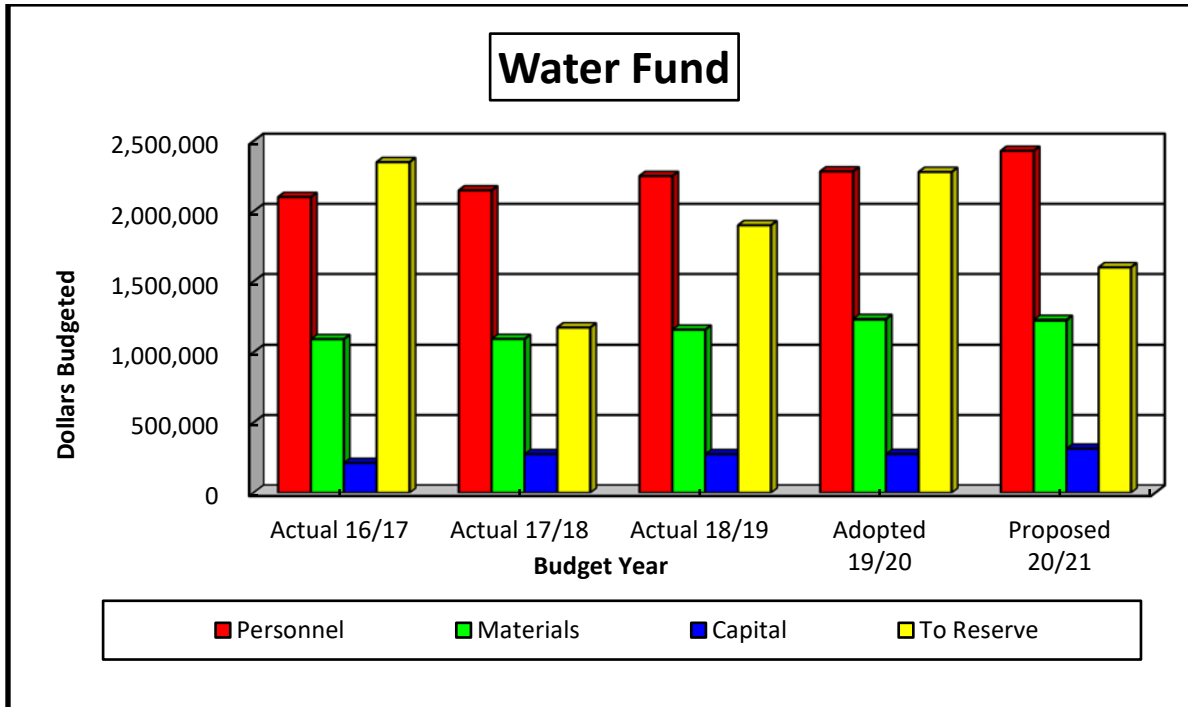
FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	FY20/21 Proposed Budget	FY20/21 Approved Budget	FY20/21 Adopted Budget
PUBLIC WORKS RESERVE FUND 009							
REVENUES							
323,275	408,558	233,643	009-0000-300.00-00	BEGINNING BALANCE	438,350	438,350	438,350
8,342	10,732	9,000	009-0000-361.00-00	INTEREST REVENUES	6,600	6,600	6,600
-	-	-	009-0000-369.00-00	OTHER MISC REVENUES	-	-	-
68,000	45,800	70,000	009-0000-391.05-00	STREET FUND	94,000	94,000	94,000
76,000	-	30,000	009-0000-391.51-00	WATER UTILITY FUND	100,000	100,000	100,000
120,000	265,785	200,000	009-0000-391.55-00	WASTEWATER FUND	250,000	250,000	250,000
595,616	730,875	542,643	TOTAL PUBLIC WORKS RESERVE FUND REVENUES		888,950	888,950	888,950
EXPENDITURES							
-	403	-	009-9000-000.74-10	MACHINERY	250,000	250,000	250,000
187,059	491,477	542,643	009-9000-000.74-20	VEHICLES	638,950	638,950	638,950
187,059	491,880	542,643	TOTAL CAPITAL OUTLAY		888,950	888,950	888,950
187,059	491,880	542,643	GRAND TOTAL PUBLIC WORKS RESERVE EXPENSES		888,950	888,950	888,950
408,558	238,995	-	PUBLIC WORKS RESERVE FUND - REVENUES LESS EXPENSES		-	-	-
TRANSPORTATION SYSTEM RESERVE FUND 013							
REVENUES							
948,188	878,038	853,193	013-0000-300.00-00	BEGINNING BALANCE	786,769	786,769	786,769
-	-	500,000	013-0000-331.11-00	FAU EXCHANGE FUNDS	400,000	400,000	400,000
72,261	261,020	100,000	013-0000-344.20-10	CONNECT CHRGS/ TRANS SDC	45,000	45,000	45,000
14,601	23,973	19,000	013-0000-361.00-00	INTEREST REVENUES	15,000	15,000	15,000
1,035,049	1,163,031	1,472,193	TOTAL TRANSPORT SYS RSRV FUND REVENUES		1,246,769	1,246,769	1,246,769
EXPENDITURES							
157,011	15,982	1,472,193	013-1400-000.75-10	CAPITAL PROJECTS	1,246,769	1,246,769	1,246,769
157,011	15,982	1,472,193	TOTAL CAPITAL OUTLAY		1,246,769	1,246,769	1,246,769
INTERFUND TRANSFERS							
-	-	-	013-9500-000.18-00	TO SPECIAL GRANTS FUND	-	-	-
-	-	-	013-9500-000.37-00	TO CAPITAL PROJECT FUND	-	-	-
-	-	-	TOTAL INTERFUND TRANSFERS		-	-	-
157,011	15,982	1,472,193	GRAND TOTAL TRANSPORT SYS RSRV FUND EXPENSES		1,246,769	1,246,769	1,246,769
878,038	1,147,049	-	TRANSPORT SYS RSRV FUND - REVENUE LESS EXPENSES		-	-	-

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18 Actual	FY1819 Actual	FY19/20 Budget	Account Number	Account Description	Line Item Detail	FY20/21 Adopted Budget
PUBLIC WORKS RESERVE FUND 009						
REVENUES						
323,275	408,558	233,643	009-0000-300.00-00	BEGINNING BALANCE		438,350
8,342	10,732	9,000	009-0000-361.00-00	INTEREST REVENUES		6,600
-	-	-	009-0000-369.00-00	OTHER MISC REVENUES		-
68,000	45,800	70,000	009-0000-391.05-00	STREET FUND		94,000
76,000	-	30,000	009-0000-391.51-00	WATER UTILITY FUND		100,000
120,000	265,785	200,000	009-0000-391.55-00	WASTEWATER FUND		250,000
-	-	-	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		-
595,617	730,875	542,643	TOTAL PUBLIC WORKS RESERVE FUND REVENUES			888,950
EXPENDITURES						
-	403	-	009-9000-000.74-10	MACHINERY		250,000
				Pipeline camera w/ lateral launch (WW)	250,000	
187,059	491,477	542,643	009-9000-000.74-20	VEHICLES		638,950
				20K Tilt Deck Utility Trailer (ST)	15,000	
				Service Pickup (ST) (Replace #85)	65,000	
				Go Gator replmt (WW) (\$80,000)	80,000	
				Service Pickup (WD) (Replace #56) (\$45,000)	28,822	
				5-yd Dump Truck (ST) (\$50,000) (22/23)	50,000	
				Service Pickup (ST) (Replace #68) (\$65k) 23/24	32,799	
				922 Loader Replmt (WD) (\$175,000)	175,000	
				Large Excavator (WWC) (\$335,000)	147,329	
				WT Vehicle repl'ts (#119-\$30k, Patrol-\$35k)	45,000	
187,059	491,880	542,643	TOTAL CAPITAL OUTLAY			888,950
187,059	491,880	542,643	GRAND TOTAL PUBLIC WORKS RESERVE EXPENSES			888,950
408,558	238,995	-	PUBLIC WORKS RESERVE FUND - REVENUES LESS EXPENSES			-
TRANSPORTATION SYSTEM RESERVE FUND 013						
REVENUES						
948,188	878,038	853,193	013-0000-300.00-00	BEGINNING BALANCE		786,769
-	-	500,000	013-0000-331.11-00	FAU EXCHANGE FUNDS		400,000
-	-	-	013-0000-331.90-00	FEDERAL GRANTS - MISC		-
72,261	261,020	100,000	013-0000-344.20-10	CONNECT CHRGS/ TRANS SDC		45,000
14,601	23,973	19,000	013-0000-361.00-00	INTEREST REVENUES		15,000
-	-	-	013-0000-391.05-00	STREET FUND		-
1,035,049	1,163,031	1,472,193	TOTAL TRANSPORT SYS RSRV FUND REVENUES			1,246,769
EXPENDITURES						
157,011	15,982	1472193	013-1400-000.75-10	CAPITAL PROJECTS		1,246,769
				Scenic Dr Stabilization Ph 3 (\$505,000)	400,000	
				Future SDC eligible projects	257,367	
				W 15th repave/ADA,Garrison-Liberty Way (contract)	589,402	
157,011	15,982	1,472,193	TOTAL CAPITAL OUTLAY			1,246,769
INTERFUND TRANSFERS						
-	-	-	013-9500-000.18-00	TO SPECIAL GRANTS FUND		-
-	-	-	013-9500-000.37-00	TO CAPITAL PROJECT FUND		-
-	-	-	TOTAL INTERFUND TRANSFERS			-
157,011	15,982	1,472,193	GRAND TOTAL TRANSPORT SYS RSRV FUND EXPENSES			1,246,769
878,038	1,147,049	-	TRANSPORT SYS RSRV FUND - REVENUE LESS EXPENSES			-

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

Fund:	Water (050)	Number of Employees: 17 dedicated
Department:	Public Works	12 shared / 22.63 FTE
Program:	Water Treatment and Water Distribution	



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

WATER TREATMENT

Description

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

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

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

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

2020-21 Goals, Projects and Highlights

- Complete rehabilitation of the 55 year-old Wicks Well pump/motor and piping.
- Initiate a new asset management system as part of the effort to develop an electronic operations “manual” for the treatment plant’s various processes.
- Replace aging/obsolete particle counters with up-to-date units for optimal filter process control.

2019-20 Accomplishments

By The Numbers

- Achieved recognition for 20 years of uninterrupted voluntary compliance with the Partnership for Safe Water – Directors Award.

At your Service

- Completed participation in the USEPA’s Fourth Unregulated Contaminant Monitoring Rule (UCMR4) with results indicating no potential issues for the City should the candidate contaminants become regulated in the future.
- Water Quality Laboratory maintains state certifications in both Oregon and Washington providing critical support to regional water systems, private well owners, and agricultural interests in meeting their regulatory water quality responsibilities.

Extraordinary Effort

- Modified the feed method for filter-aid chemical that enhanced its effectiveness resulting in a reduction of dose by approximately 40%, yielding significant cost savings.
- Modified feed method for fluoride addition that resolved process feedback issue within SCADA functionality. This solution avoided a potential \$15,000 capital project to replace a 24-inch valve and associated valve operator.

Looking forward to the next 5 years

- Upgrade the aging SCADA system.
- Replace or rehabilitate the 60 year-old Washwater Reservoir at the Wicks Water Treatment Plant.
- Reinitiate work on 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.

WATER DISTRIBUTION

Description

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

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

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

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

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

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

2020-2021 Goals, Projects and Highlights

- Upgrades: Convert two wells to sodium hypochlorite disinfection system and support implementation of the City's Aquifer Storage & Recovery (ASR) program.
- Continue to meet benchmarks set for: our meter replacement program, meter lid replacement program, PRV upgrade and maintenance program and cross connection control program.

2019-2020 Accomplishments¹

By The Numbers

- Continued the annual residential water meter replacement program, replacing 8% (approximately 400) old residential water meters with new meters each year to maintain the accuracy of meter reads and sustain revenue.
- Installed 600 ft. of 6 inch water main on E. 9th Street to facilitate property development to the eastern portion of the City.
- Installed 16 new water service connections as requested by property owners.

At your Service

- Completed the Lone Pine Well Upgrade Project that increased water production, improved the chlorination process and updated analyzer monitoring systems.
- Addressed all emergency water problems including main breaks, service line leaks and customer turn offs within 24 hours and with minimal customer impact.
- Ensured protection of public health through water quality monitoring, water quality investigations, backflow protection, system maintenance, and assurance of adequate fire flow.
- Administered our Cross Connection Control Program in a manner that ensures that our

¹ Statistics are accurate from July 2019 to February 2020 then estimated unless otherwise noted.

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

drinking water remains safe throughout the distribution system. Cross Connection Control Program elements include:

- Track and record the testing of existing backflow assemblies.
- Track and record the installation and testing of new backflow assemblies.
- Complete surveys and inspections to assess cross connection control needs.

Extraordinary Effort

The City, through an agreement with Wasco County operates and maintains the water system that serves the Discovery Center Museum. That system was surveyed by the Oregon Health Authority and received an “Outstanding Performer” designation and as such will be inspected again in five-years rather than three.

Looking forward to the next 5 years

- Implement a systematic “In House” distribution system leak detection program.
- Continue to meet benchmarks set for: our meter replacement program, meter lid replacement program, PRV upgrade and maintenance program and cross connection control program.
- Replacement of 7.61 miles of transmission main from Wicks Treatment plant to the distribution system.
- Apply new coatings (interior and exterior), upgrade seismic connections and install influent water meter at the 6 million gallon Garrison Reservoir.

City of The Dalles, Oregon
WATER UTILITY FUND SUMMARY

FY17/18	FY18/19	FY19/20		FY20/21	FY20/21	FY20/21
<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>
6,592,639	5,889,062	6,148,002	BEGINNING BALANCE	5,670,135	5,870,135	5,870,135
6,048,816	6,061,688	5,975,201	REVENUES	5,992,116	5,992,116	5,992,116
8,508,153	1,900,941	13,750,500	OTHER SOURCES	13,001,277	13,001,277	13,001,277
21,149,608	13,851,691	25,873,703	TOTAL RESOURCES	24,663,528	24,863,528	24,863,528
1,285,100	1,250,704	1,657,598	WATER TREATMENT	1,745,403	1,745,403	1,745,403
1,709,007	1,847,873	2,170,854	WATER DISTRIBUTION	2,234,357	2,234,357	2,234,357
3,108,736	254,492	18,241,116	WATER DEPT CAPITAL RESERVE FUND	17,472,977	17,672,977	17,672,977
6,102,843	3,353,069	22,069,568	TOTAL EXPENDITURES	21,452,737	21,652,737	21,652,737
238,378	238,379	238,380	DEBT SERVICE	238,379	238,379	238,379
8,919,322	3,109,346	3,520,715	TRANSFER OUT	2,818,248	2,818,248	2,818,248
-	-	45,040	CONTINGENCY	154,164	154,164	154,164
-	-	-	UNAPPROPRIATED ENDING BAL	-	-	-
9,157,700	3,347,725	3,804,135	TOTAL OTHER USES	3,210,791	3,210,791	3,210,791
15,260,543	6,700,794	25,873,703	TOTAL EXPENDS & OTHER USES	24,663,528	24,863,528	24,863,528
5,889,065	7,150,897	-	FUND TOTAL	-	-	-

City of The Dalles, Oregon Fiscal Year 2020-21 Budget

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	FY20/21 Proposed Budget	FY20/21 Approved Budget	FY20/21 Adopted Budget	
			WATER FUND 051					
			REVENUES					
355,728	1,116,912	1,020,044	051-0000-300.00-00	BEGINNING BALANCE	598,122	598,122	598,122	
-	-	-	051-0000-331.90-00	FEDERAL GRANTS-MISC	-	-	-	
-	-	28,885	051-0000-337.10-00	URBAN RENEWAL	2,943	2,943	2,943	
-	-	-	051-0000-341.80-00	COPIES, PLANS, ORD'S	-	-	-	
206,901	196,114	90,000	051-0000-341.90-00	MISC SALES AND SERVICES	90,000	90,000	90,000	
5,603,192	5,582,556	5,697,779	051-0000-344.10-00	UTILITY SERVICE CHARGES	5,708,600	5,708,600	5,708,600	
12,603	12,343	10,000	051-0000-344.90-00	DELINQUENT ACCT INT	5,000	5,000	5,000	
(6,723)	-	(10,000)	051-0000-345.20-00	UNCOLLECTIBLE ACCTS	(10,000)	(10,000)	(10,000)	
120	175	-	051-0000-345.50-00	WATERSHED UTILIZATION FEE	-	-	-	
8,499	1,448	2,500	051-0000-348.00-00	INTERDEPARTMENTAL REV	4,000	4,000	4,000	
14,565	16,988	15,000	051-0000-361.00-00	INTEREST REVENUES	12,000	12,000	12,000	
4,428	4,059	4,428	051-0000-363.50-00	PROPERTY RENTALS	4,428	4,428	4,428	
-	-	-	051-0000-368.00-00	TIMBER RECEIPTS	-	-	-	
7,808	3,441	635	051-0000-369.00-00	OTHER MISC REVENUE	635	635	635	
-	941	500	051-0000-392.00-00	SALE OF FIXED ASSETS	500	500	500	
6,207,122	6,934,977	6,859,771	TOTAL WATER UTILITY FUND REVENUES		6,416,228	6,416,228	6,416,228	
			EXPENSES					
529,923	543,938	608,388	051-5000-000.11-00	REGULAR SALARIES	624,083	624,083	624,083	
425	1,360	12,240	051-5000-000.12-00	PARTTIME/TEMP SALARIES	44,640	44,640	44,640	
14,752	20,596	15,810	051-5000-000.13-00	OVERTIME SALARIES	18,000	18,000	18,000	
155,039	154,119	173,006	051-5000-000.21-10	MEDICAL INSURANCE	177,761	177,761	177,761	
3,573	3,639	3,669	051-5000-000.21-20	L-T DISABILITY INSURANCE	3,768	3,768	3,768	
438	433	488	051-5000-000.21-30	LIFE INSURANCE	492	492	492	
18,276	15,515	15,495	051-5000-000.21-40	WORKERS COMP INSURANCE	15,827	15,827	15,827	
41,114	42,827	48,687	051-5000-000.22-00	FICA	52,534	52,534	52,534	
68,749	59,969	75,016	051-5000-000.23-00	RETIREMENT CONTRIBUTIONS	76,523	76,523	76,523	
6,624	7,197	8,094	051-5000-000.28-00	VEBA CONTRIBUTIONS	8,458	8,458	8,458	
209	148	149	051-5000-000.29-00	OTHER EMPLOYEE BENEFITS	149	149	149	
839,122	849,741	961,042	TOTAL PERSONNEL		1,022,235	1,022,235	1,022,235	
8.9	8.9	9.2	Total Full-Time Equivalent (FTE)		9.44	9.44	9.44	
43,478	54,135	150,340	051-5000-000.31-10	CONTRACTUAL SERVICES	103,640	103,640	103,640	
20,393	20,246	21,500	051-5000-000.33-30	FIRE PATROL	21,900	21,900	21,900	
-	2,500	-	051-5000-000.34-10	ENGINEERING SERVICES	-	-	-	
8,461	7,805	10,900	051-5000-000.34-30	COMPUTER SERVICES	13,500	13,500	13,500	
-	930	-	051-5000-000.34-50	SPECIAL STUDIES & REPORTS	-	-	-	
-	340	900	051-5000-000.41-10	WATER & SEWER	900	900	900	
1,087	1,278	1,700	051-5000-000.41-20	GARBAGE SERVICES	1,760	1,760	1,760	
7,908	7,111	9,100	051-5000-000.41-30	NATURAL GAS	9,100	9,100	9,100	
27,574	29,771	26,464	051-5000-000.41-40	ELECTRICITY	26,464	26,464	26,464	
-	-	300	051-5000-000.42-00	JANITORIAL SERVICES	300	300	300	
843	3,830	9,215	051-5000-000.43-10	BUILDINGS AND GROUNDS	7,715	7,715	7,715	
-	98	600	051-5000-000.43-20	COMPUTERS	600	600	600	
548	141	1,680	051-5000-000.43-30	RADIO EQUIPMENT	1,680	1,680	1,680	
-	187	550	051-5000-000.43-40	OFFICE EQUIPMENT	550	550	550	
7,494	5,643	4,000	051-5000-000.43-45	JOINT USE OF LABOR/EQUIP	4,000	4,000	4,000	
17,009	2,428	8,825	051-5000-000.43-50	VEHICLES	8,825	8,825	8,825	
4,934	4,612	12,750	051-5000-000.43-51	GAS/OIL/DIESEL/LUBRICANTS	12,750	12,750	12,750	
1,147	507	3,600	051-5000-000.43-52	TIRES AND TIRE REPAIRS	3,600	3,600	3,600	
437	7,408	2,150	051-5000-000.43-70	GENERAL EQUIPMENT	2,150	2,150	2,150	
8,394	13,527	14,300	051-5000-000.43-71	SPECIAL UTILITY EQUIPMENT	14,300	14,300	14,300	
4,229	2,686	3,000	051-5000-000.43-72	ELECTRICAL SYSTEMS	3,000	3,000	3,000	
1,020	1,372	3,200	051-5000-000.43-73	PLUMBING	3,200	3,200	3,200	
639	390	800	051-5000-000.43-77	HVAC SYSTEMS	800	800	800	
1,063	2,209	1,110	051-5000-000.43-80	SHOP EQUIPMENT	1,110	1,110	1,110	
146	148	150	051-5000-000.43-85	NUISANCE ABATEMENT	150	150	150	
286	840	700	051-5000-000.43-86	LINES MNTNCE & SUPPLIES	700	700	700	
1,022	-	7,300	051-5000-000.43-88	WATERSHED ROAD CONST/MAINT	7,300	7,300	7,300	
-	36	400	051-5000-000.44-20	RENTAL OF EQUIPMENT	400	400	400	
-	-	670	051-5000-000.50-50	TIMBER MANAGEMENT	670	670	670	
10,188	10,689	11,233	051-5000-000.52-10	LIABILITY INSURANCE	11,744	11,744	11,744	
17,021	18,742	19,680	051-5000-000.52-30	PROPERTY INSURANCE	22,500	22,500	22,500	
4,107	4,318	4,534	051-5000-000.52-50	AUTOMOTIVE INSURANCE	4,980	4,980	4,980	
-	-	500	051-5000-000.52-60	INSURANCE DEDUCTIBLES	500	500	500	
1,703	1,720	2,340	051-5000-000.53-20	POSTAGE	2,340	2,340	2,340	
9,309	8,201	10,970	051-5000-000.53-30	TELEPHONE	12,500	12,500	12,500	
108	-	500	051-5000-000.53-40	LEGAL NOTICES	500	500	500	
847	1,845	4,720	051-5000-000.53-60	PUBLIC EDUCATION/INFO	4,720	4,720	4,720	
-	-	-	051-5000-000.54-00	ADVERTISING	-	-	-	
5	383	500	051-5000-000.55-00	PRINTING AND BINDING	500	500	500	
3,037	7,665	16,520	051-5000-000.57-00	PERMITS	20,290	20,290	20,290	
3	45	820	051-5000-000.58-10	TRAVEL, FOOD & LODGING	820	820	820	
2,615	4,909	5,475	051-5000-000.58-50	TRAINING AND CONFERENCES	6,875	6,875	6,875	
3,341	1,703	3,089	051-5000-000.58-70	MEMBERSHIPS/DUES/SUBS	1,904	1,904	1,904	
1,913	1,196	1,860	051-5000-000.60-10	OFFICE SUPPLIES	1,860	1,860	1,860	
1,228	974	1,300	051-5000-000.60-20	JANITORIAL SUPPLIES	1,300	1,300	1,300	
2,584	2,352	2,620	051-5000-000.60-80	CLOTHING	2,620	2,620	2,620	

City of The Dalles, Oregon Fiscal Year 2020-21 Budget

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	FY20/21 Proposed Budget	FY20/21 Approved Budget	FY20/21 Adopted Budget
3,547	2,670	5,375	051-5000-000.60-85	SPECIAL DEPT SUPPLIES	5,935	5,935	5,935
125,846	157,134	165,500	051-5000-000.60-86	CHEMICAL/LAB SUPPLIES	211,500	211,500	211,500
268	364	2,249	051-5000-000.64-10	BOOKS AND PERIODICALS	2,249	2,249	2,249
355	608	20,200	051-5000-000.64-80	COMPUTER SOFTWARE	18,450	18,450	18,450
-	-	-	051-5000-000.69-50	MISCELLANEOUS EXPENSES	-	-	-
15,470	5,267	9,867	051-5000-000.69-80	ASSETS < \$5000	4,517	4,517	4,517
361,605	400,963	587,056	TOTAL MATERIALS AND SERVICES		589,668	589,668	589,668
-	-	-	051-5000-000.72-20	BUILDINGS	10,500	10,500	10,500
72,969	-	70,000	051-5000-000.73-30	IMPRVMTS OTHER THAN BLDGS	85,000	85,000	85,000
-	-	-	051-5000-000.74-10	MACHINERY	-	-	-
-	-	-	051-5000-000.74-20	VEHICLES	-	-	-
-	-	-	051-5000-000.74-25	COMMUNICATIONS EQUIPMENT	-	-	-
-	-	8,000	051-5000-000.74-50	COMPUTER EQUIPMENT	-	-	-
11,404	-	31,500	051-5000-000.74-90	EQUIPMENT, OTHER	38,000	38,000	38,000
84,373	-	109,500	TOTAL CAPITAL OUTLAY		133,500	133,500	133,500
1,285,100	1,250,704	1,657,598	TOTAL WATER TREATMENT EXPENSES		1,745,403	1,745,403	1,745,403
777,144	814,187	831,166	051-5100-000.11-00	REGULAR SALARIES	865,907	865,907	865,907
10,835	15,371	12,480	051-5100-000.12-00	PARTTIME/TEMP SALARIES	17,680	17,680	17,680
11,021	25,279	18,925	051-5100-000.13-00	OVERTIME SALARIES	18,925	18,925	18,925
234,886	249,020	283,474	051-5100-000.21-10	MEDICAL INSURANCE	291,556	291,556	291,556
5,095	5,354	5,236	051-5100-000.21-20	L-T DISABILITY INSURANCE	5,503	5,503	5,503
589	611	647	051-5100-000.21-30	LIFE INSURANCE	652	652	652
23,882	20,493	20,832	051-5100-000.21-40	WORKERS COMP INSURANCE	21,967	21,967	21,967
58,784	62,244	65,073	051-5100-000.22-00	FICA	69,042	69,042	69,042
89,463	103,063	110,197	051-5100-000.23-00	RETIREMENT CONTRIBUTIONS	114,316	114,316	114,316
7,820	8,601	11,779	051-5100-000.28-00	VEBA CONTRIBUTIONS	13,012	13,012	13,012
286	301	286	051-5100-000.29-00	OTHER EMPLOYEE BENEFITS	286	286	286
1,219,805	1,304,524	1,360,095	TOTAL PERSONNEL SERVICE		1,418,846	1,418,846	1,418,846
12.8	12.8	12.9	Total Full-Time Equivalent (FTE)		12.20	12.20	12.20
6,734	15,912	26,149	051-5100-000.31-10	CONTRACTUAL SERVICES	26,966	26,966	26,966
12,042	15,451	15,712	051-5100-000.31-40	WASCO CO COMMUNICATIONS	11,989	11,989	11,989
21,000	21,000	21,000	051-5100-000.34-10	ENGINEERING SERVICES	21,000	21,000	21,000
19,706	21,666	23,689	051-5100-000.34-30	COMPUTER SERVICES	24,356	24,356	24,356
-	-	-	051-5100-000.34-50	SPECIAL STUDIES & REPORTS	-	-	-
2,132	4,282	3,995	051-5100-000.41-10	WATER & SEWER	3,000	3,000	3,000
2,505	1,839	3,500	051-5100-000.41-20	GARBAGE SERVICES	2,000	2,000	2,000
1,888	2,853	4,495	051-5100-000.41-30	NATURAL GAS	4,495	4,495	4,495
76,523	83,143	107,154	051-5100-000.41-40	ELECTRICITY	108,554	108,554	108,554
7,980	7,980	7,980	051-5100-000.42-00	JANITORIAL SERVICES	7,980	7,980	7,980
2,635	5,222	11,870	051-5100-000.43-10	BUILDINGS AND GROUNDS	13,408	13,408	13,408
-	162	1,200	051-5100-000.43-20	COMPUTERS	1,200	1,200	1,200
1,344	1,067	1,850	051-5100-000.43-30	RADIO EQUIPMENT	2,450	2,450	2,450
27	32	500	051-5100-000.43-40	OFFICE EQUIPMENT	500	500	500
6,318	7,464	12,000	051-5100-000.43-45	JOINT USE OF LABOR/EQUIP	8,000	8,000	8,000
8,632	8,877	19,315	051-5100-000.43-50	VEHICLES	18,715	18,715	18,715
16,268	17,625	16,645	051-5100-000.43-51	GAS/OIL/DIESEL/LUBRICANTS	16,755	16,755	16,755
3,713	2,439	5,600	051-5100-000.43-52	TIRES AND TIRE REPAIRS	5,000	5,000	5,000
529	1,588	7,780	051-5100-000.43-70	GENERAL EQUIPMENT	7,830	7,830	7,830
25,244	32,700	47,415	051-5100-000.43-71	SPECIAL UTILITY EQUIPMENT	41,215	41,215	41,215
16,059	9,638	8,475	051-5100-000.43-80	SHOP EQUIPMENT	8,850	8,850	8,850
1,125	2,109	3,200	051-5100-000.43-81	SERVICE PICKUP TOOLS	2,200	2,200	2,200
63,912	(10,100)	86,758	051-5100-000.43-86	LINES MAINT & SUPPLIES	90,650	90,650	90,650
1,069	876	1,337	051-5100-000.43-87	UTILITIES LOCATES	1,337	1,337	1,337
4,979	125	2,400	051-5100-000.44-20	RENTAL OF EQUIPMENT	2,400	2,400	2,400
13,444	14,105	14,810	051-5100-000.52-10	LIABILITY INSURANCE	15,497	15,497	15,497
15,106	16,633	17,466	051-5100-000.52-30	PROPERTY INSURANCE	19,969	19,969	19,969
3,080	5,249	6,037	051-5100-000.52-50	AUTOMOTIVE INSURANCE	6,330	6,330	6,330
-	4,768	1,500	051-5100-000.52-60	INSURANCE DEDUCTIBLES	1,500	1,500	1,500
1,663	1,192	1,770	051-5100-000.53-20	POSTAGE	1,770	1,770	1,770
8,833	11,508	9,100	051-5100-000.53-30	TELEPHONE	14,000	14,000	14,000
39	-	150	051-5100-000.53-40	LEGAL NOTICES	150	150	150
1,755	2,639	4,740	051-5100-000.53-60	PUBLIC EDUCATION/INFO	4,740	4,740	4,740
-	-	-	051-5100-000.54-00	ADVERTISING	-	-	-
319	97	1,545	051-5100-000.55-00	PRINTING AND BINDING	1,545	1,545	1,545
1,628	4,280	2,100	051-5100-000.57-00	PERMITS	5,400	5,400	5,400
974	486	980	051-5100-000.58-10	TRAVEL, FOOD & LODGING	980	980	980
10,202	10,208	16,098	051-5100-000.58-50	TRAINING AND CONFERENCES	16,448	16,448	16,448
4,631	5,245	5,720	051-5100-000.58-70	MEMBERSHIPS/DUES/SUBS	6,676	6,676	6,676
2,422	2,422	3,413	051-5100-000.60-10	OFFICE SUPPLIES	3,480	3,480	3,480
3,495	3,559	2,400	051-5100-000.60-20	JANITORIAL SUPPLIES	4,280	4,280	4,280
3,823	4,237	4,380	051-5100-000.60-80	CLOTHING	4,380	4,380	4,380
3,754	4,707	9,325	051-5100-000.60-85	SPECIAL DEPT SUPPLIES	9,840	9,840	9,840
9,542	14,935	14,575	051-5100-000.60-86	CHEMICAL/LAB SUPPLIES	14,875	14,875	14,875
13,854	18,594	41,440	051-5100-000.60-87	STREET CONST SUPPLIES	33,100	33,100	33,100
96	77	2,873	051-5100-000.64-10	BOOKS AND PERIODICALS	2,923	2,923	2,923
-	3,395	22,308	051-5100-000.64-80	COMPUTER SOFTWARE	20,558	20,558	20,558

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18	FY18/19	FY19/20		Account	FY20/21	FY20/21	FY20/21
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
-	-	-	051-5100-000.69-50	MISCELLANEOUS EXPENSES			
9,080	23,319	22,100	051-5100-000.69-80	ASSETS < \$5000	15,920	15,920	15,920
410,102	405,605	644,849	TOTAL MATERIALS AND SERVICES		635,211	635,211	635,211
-	-	-	051-5100-000.70-50	LEASE PURCHASE	-	-	-
5,994	2,806	5,000	051-5100-000.72-20	BUILDINGS	41,000	41,000	41,000
-	-	-	051-5100-000.73-30	IMPRVMTS OTHER THAN BLDGS	3,000	3,000	3,000
-	24,550	-	051-5100-000.74-10	MACHINERY	13,100	13,100	13,100
-	-	-	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	-	-	-
62,831	69,270	75,910	051-5100-000.74-90	EQUIPMENT, OTHER	73,200	73,200	73,200
10,275	-	20,000	051-5100-000.75-10	CAPITAL PROJECTS	20,000	20,000	20,000
-	41,118	65,000	051-5100-000.76-20	WATER LINES	30,000	30,000	30,000
79,100	137,744	165,910	TOTAL CAPITAL OUTLAY		180,300	180,300	180,300
1,709,007	1,847,873	2,170,854	TOTAL WATER DISTRIBUTION EXPENSES		2,234,357	2,234,357	2,234,357
2,994,107	3,098,577	3,828,452	TOTAL WATER UTILITY OPERATIONS		3,979,760	3,979,760	3,979,760
438,426	442,622	468,039	051-9500-000.81-01	TO GENERAL FUND	442,848	442,848	442,848
160,005	169,062	170,933	051-9500-000.81-05	TO STREET FUND	171,258	171,258	171,258
76,000	-	30,000	051-9500-000.81-09	TO PUBLIC WKS RESRV FUND	100,000	100,000	100,000
-	-	7,297	051-9500-000.81-10	TO UNEMPLOYMENT FUND	7,489	7,489	7,489
59,932	60,010	60,010	051-9500-000.81-43	TO FFCO 2008 DEBT SVC FUND	59,932	59,932	59,932
1,361,737	1,900,000	2,250,000	051-9500-000.81-53	WTR DEPT CAP RESRV FUND	1,500,777	1,500,777	1,500,777
-	-	-	051-9500-000.85-00	EXTRAORDINARY ITEM - 2014	-	-	-
2,096,100	2,571,694	2,986,279	TOTAL OPERATING TRANSFERS OUT		2,282,304	2,282,304	2,282,304
-	-	45,040	051-9500-000.88-00	CONTINGENCY	154,164	154,164	154,164
-	-	45,040	TOTAL CONTINGENCY		154,164	154,164	154,164
2,096,100	2,571,694	3,031,319	TOTAL OTHER USES		2,436,468	2,436,468	2,436,468
5,090,207	5,670,271	6,859,771	GRAND TOTAL WATER UTILITY FUND EXPENSES		6,416,228	6,416,228	6,416,228
1,116,915	1,264,706	-	WATER UTILITY FUND - REVENUES LESS EXPENSES		-	-	-

City of The Dalles, Oregon Fiscal Year 2020-21 Budget

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	Line Item Detail	FY20/21 Adopted Budget
WATER FUND 051						
REVENUES						
355,728	1,116,912	1,020,044	051-0000-300.00-00	BEGINNING BALANCE		598,122
-	-	-	051-0000-331.90-00	FEDERAL GRANTS-MISC		-
-	-	28,885	051-0000-337.10-00	URBAN RENEWAL		2,943
-	-	-	051-0000-341.80-00	COPIES, PLANS, ORD'S		-
206,901	196,114	90,000	051-0000-341.90-00	MISC SALES AND SERVICES		90,000
5,603,192	5,582,556	5,697,779	051-0000-344.10-00	UTILITY SERVICE CHARGES		5,708,600
12,603	12,343	10,000	051-0000-344.90-00	DELINQUENT ACCT INT		5,000
(6,723)	-	(10,000)	051-0000-345.20-00	UNCOLLECTIBLE ACCTS		(10,000)
120	175	-	051-0000-345.50-00	WATERSHED UTILIZATION FEE		-
8,499	1,448	2,500	051-0000-348.00-00	INTERDEPARTMENTAL REV		4,000
14,565	16,988	15,000	051-0000-361.00-00	INTEREST REVENUES		12,000
4,428	4,059	4,428	051-0000-363.50-00	PROPERTY RENTALS		4,428
-	-	-	051-0000-368.00-00	TIMBER RECEIPTS		-
7,808	3,441	635	051-0000-369.00-00	OTHER MISC REVENUE		635
-	941	500	051-0000-392.00-00	SALE OF FIXED ASSETS		500
6,207,122	6,934,977	6,859,771	TOTAL WATER UTILITY FUND REVENUES			6,416,228
EXPENSES						
529,923	543,938	608,388	051-5000-000.11-00	REGULAR SALARIES		624,083
425	1,360	12,240	051-5000-000.12-00	PARTTIME/TEMP SALARIES		44,640
14,752	20,596	15,810	051-5000-000.13-00	OVERTIME SALARIES		18,000
155,039	154,119	173,006	051-5000-000.21-10	MEDICAL INSURANCE		177,761
3,573	3,639	3,669	051-5000-000.21-20	L-T DISABILITY INSURANCE		3,768
438	433	488	051-5000-000.21-30	LIFE INSURANCE		492
18,276	15,515	15,495	051-5000-000.21-40	WORKERS COMP INSURANCE		15,827
41,114	42,827	48,687	051-5000-000.22-00	FICA		52,534
68,749	59,969	75,016	051-5000-000.23-00	RETIREMENT CONTRIBUTIONS		76,523
6,624	7,197	8,094	051-5000-000.28-00	VEBA CONTRIBUTIONS		8,458
209	148	149	051-5000-000.29-00	OTHER EMPLOYEE BENEFITS		149
839,122	849,741	961,042	TOTAL PERSONNEL SERVICE			1,022,235
8.9	8.9	9.2	Total Full-Time Equivalent (FTE)			9.4
43,478	54,135	150,340	051-5000-000.31-10	CONTRACTUAL SERVICES		103,640
				Internet Provider	500	
				Owl Surveys	4,000	
				Copier services	1,000	
				Drug/Alcohol Testing/DMV Records	740	
				Fire Extinguisher Service	400	
				Sludge Lagoon Cleaning	50,000	
				Drying basin cleaning	4,500	
				Watershed Patrol Officer (moved to 1200)	-	
				Generator Service and Maintenance	2,500	
				Clear debris from CCD Effluent Intake	40,000	
20,393	20,246	21,500	051-5000-000.33-30	FIRE PATROL		21,900
				ODF assessment	21,900	
-	2,500	-	051-5000-000.34-10	ENGINEERING SERVICES		-
8,461	7,805	10,900	051-5000-000.34-30	COMPUTER SERVICES		13,500
				Allmax Software	1,600	
				CH2M Hill Scada	6,250	
				Rockwell	2,600	
				Wonderware PW	3,050	
-	930	-	051-5000-000.34-50	SPECIAL STUDIES & REPORTS		-
				CrowCreekDam Slide Gate Inspection	-	
				Update Renewable Energy Study	-	
-	340	900	051-5000-000.41-10	WATER & SEWER		900
1,087	1,278	1,700	051-5000-000.41-20	GARBAGE SERVICES		1,760
7,908	7,111	9,100	051-5000-000.41-30	NATURAL GAS		9,100
27,574	29,771	26,464	051-5000-000.41-40	ELECTRICITY		26,464
-	-	300	051-5000-000.42-00	JANITORIAL SERVICES		300
843	3,830	9,215	051-5000-000.43-10	BUILDINGS AND GROUNDS		7,715
				Building Maintenance	575	
				Grounds Maintenance	140	
				Tree Removal/Trimming	7,000	
-	98	600	051-5000-000.43-20	COMPUTERS		600
				Computer Maintenance	600	
548	141	1,680	051-5000-000.43-30	RADIO EQUIPMENT		1,680
				Handheld/Vehicle/Base Radio Maint	1,680	
-	187	550	051-5000-000.43-40	OFFICE EQUIPMENT		550
				Phones, Faxes, & office equipment	550	
7,494	5,643	4,000	051-5000-000.43-45	JOINT USE OF LABOR/EQUIP		4,000
				To Street Fund	4,000	
17,009	2,428	9,825	051-5000-000.43-50	VEHICLES		8,825

City of The Dalles, Oregon Fiscal Year 2020-21 Budget

				Vehicle Maint	8,825	
4,934	4,612	12,750	051-5000-000.43-51	GAS/OIL/DIESEL/LUBRICANTS		12,750
1,147	507	3,600	051-5000-000.43-52	TIRES AND TIRE REPAIRS		3,600
437	7,408	2,150	051-5000-000.43-70	GENERAL EQUIPMENT		2,150
				Generator Maint	1,500	
				Laundry Equip. Repair	100	
				Basin Skimmer Head (2)	50	
				Machine Shop Service	500	
8,394	13,527	14,300	051-5000-000.43-71	SPECIAL UTILITY EQUIPMENT		14,300
				Chem feeder pump parts (ACH, NaOCl, Polymer, C	1,300	
				CCD radio/solar equip.	2,500	
				Pressure Pump Repair	350	
				Booster Pump Repair	400	
				Phosphate Analyzer Supplies	1,200	
				Trak/Vac Parts	150	
				Instrumentation Service Agreement	550	
				Particle Counter Maint.	500	
				UPS Units	3,500	
				SCADA Parts	2,000	
				Aerial and other Lift Device Certifications	700	
				Confined Space Extraction Winch Service	550	
				Replacement probes for online chlorine (2)	600	
4,229	2,686	3,000	051-5000-000.43-72	ELECTRICAL SYSTEMS		3,000
1,020	1,372	3,200	051-5000-000.43-73	PLUMBING		3,200
				Backflow Device Repairs	1,500	
				PRV Valve Maint.	200	
				Domestic Plumbing	1,500	
639	390	800	051-5000-000.43-77	HVAC SYSTEMS		800
1,063	2,209	1,110	051-5000-000.43-80	SHOP EQUIPMENT		1,110
				Shop Tools	370	
				Shop Tool Fasteners/Sealants	330	
				Hand tools/supplies	410	
146	148	150	051-5000-000.43-85	NUISANCE ABATEMENT		150
				Vector Control	150	
286	840	700	051-5000-000.43-86	LINES MNTNCE & SUPPLIES		700
1,022	-	7,300	051-5000-000.43-88	WATERSHED ROAD CONST/MAINT		7,300
				Rock/asphalt for Wicks bridge approaches	2,500	
				Brushing Watershed Roads	4,000	
				Gate repair	800	
-	36	400	051-5000-000.44-20	RENTAL OF EQUIPMENT		400
-	-	670	051-5000-000.50-50	TIMBER MANAGEMENT		670
				Flagging Supplies	120	
				Lock/Chain for gates	400	
				Grass Seed	150	
10,188	10,689	11,233	051-5000-000.52-10	LIABILITY INSURANCE		11,744
17,021	18,742	19,680	051-5000-000.52-30	PROPERTY INSURANCE		22,500
4,107	4,318	4,534	051-5000-000.52-50	AUTOMOTIVE INSURANCE		4,980
-	-	500	051-5000-000.52-60	INSURANCE DEDUCTIBLES		500
1,703	1,720	2,340	051-5000-000.53-20	POSTAGE		2,340
				Samples/Parts	1,150	
				Direct/Bulk mailings	1,190	
9,309	8,201	10,970	051-5000-000.53-30	TELEPHONE		12,500
				Phone system	11,600	
				Cell phone	900	
108	-	500	051-5000-000.53-40	LEGAL NOTICES		500
				Public Notices	500	
847	1,845	4,720	051-5000-000.53-60	PUBLIC EDUCATION/INFO		4,720
				Brochures/Written Translations	670	
				Water Quality Report	4,000	
				Parade Booth	50	
-	-	-	051-5000-000.54-00	ADVERTISING		-
5	383	500	051-5000-000.55-00	PRINTING AND BINDING		500
				Plant/Lab forms	350	
				Binding	100	
				Business Cards	50	
3,037	7,665	16,520	051-5000-000.57-00	PERMITS		20,290
				Wicks-NPDES 0200-J	14,000	
				Haz. Substance Storage	300	
				OR/ WA Lab Certifications	1,550	
				Crow Creek Reservoir High Hazard	670	
				Annual Water System Fee (\$7500,1/2 WTWD)	3,750	
				Log Brand (\$20 due in 2021)	20	
3	45	820	051-5000-000.58-10	TRAVEL, FOOD & LODGING		820
				Employee meetings/Room Rentals	650	
				OWUC/LOC	50	
				Regulatory meetings	120	
2,615	4,909	5,475	051-5000-000.58-50	TRAINING AND CONFERENCES		6,875
				Employee/Eng/Safety Officer/Office Training	4,875	
				AWWA Conference	1,600	
				First Aid/CPR Training	400	
3,341	1,703	3,089	051-5000-000.58-70	MEMBERSHIPS/DUES/SUBS		1,904

City of The Dalles, Oregon Fiscal Year 2020-21 Budget

				AWWA Membership Dues	894	
				Water Certifications/Renewals	490	
				OWUC Dues	250	
				TD Chronicle	20	
				Water ISAC	250	
1,913	1,196	1,860	051-5000-000.60-10	OFFICE SUPPLIES		1,860
				Office Supplies/toner	1,700	
				Copy Paper	160	
1,228	974	1,300	051-5000-000.60-20	JANITORIAL SUPPLIES		1,300
				Disposables/cleaning supplies	1,300	
2,584	2,352	2,620	051-5000-000.60-80	CLOTHING		2,620
				Clothing Allowance	2,000	
				Rubber Boots Steel Toe	340	
				Rain Gear	280	
3,547	2,670	5,375	051-5000-000.60-85	SPECIAL DEPT SUPPLIES		5,935
				First Aid/Safety Supplies	590	
				Personal Protection Equipment	3,715	
				Safety Toe Boots	1,530	
				Hearing/Respirator tests/ HBV Vaccine	100	
125,846	157,134	165,500	051-5000-000.60-86	CHEMICAL/LAB SUPPLIES		211,500
				Combined Lab Materials and Supplies	41,000	
				Reg-Outside Lab Testing	15,000	
				Wtr Trtmt. Chemical	155,000	
				Haz Waste Testing	500	
268	364	2,249	051-5000-000.64-10	BOOKS AND PERIODICALS		2,249
				Manuals	375	
				City Directory	39	
				Certification Study Material	250	
				Standards methods	1,535	
				Safety videos	50	
355	608	20,200	051-5000-000.64-80	COMPUTER SOFTWARE		18,450
				MS Office for computers in 6980	250	
				Lucity (1st year includes software & strt-up costs)	18,200	
				Haz Com software -HR	-	
15,470	5,267	9,867	051-5000-000.69-50	MISCELLANEOUS EXPENSES		-
			051-5000-000.69-80	ASSETS < \$5000		4,517
				Replacement - Propane Radiant Heater	2,000	
				Computers/Printers	2,517	
361,605	400,963	587,056		TOTAL MATERIALS AND SERVICES		589,668
-	-	-	051-5000-000.72-20	BUILDINGS		10,500
				Replacement Heat Pump/AC-OpsLab&CompRm	10,500	
72,969	-	70,000	051-5000-000.73-30	IMPRVMTS OTHER THAN BLDGS		85,000
				Rehab Wicks Well	85,000	
-	-	-	051-5000-000.74-10	MACHINERY		-
-	-	-	051-5000-000.74-20	VEHICLES		-
-	-	-	051-5000-000.74-25	COMMUNICATIONS EQUIPMENT		-
-	-	8,000	051-5000-000.74-50	COMPUTER EQUIPMENT		-
11,404	-	31,500	051-5000-000.74-90	EQUIPMENT, OTHER		38,000
				Replacement Spectrophotomer	8,000	
				Replacement Particle Counters	30,000	
84,373	-	109,500		TOTAL CAPITAL OUTLAY		133,500
1,285,100	1,250,704	1,657,598		TOTAL WATER TREATMENT EXPENSES		1,745,403
777,144	814,187	831,166	051-5100-000.11-00	REGULAR SALARIES		865,907
10,835	15,371	12,480	051-5100-000.12-00	PARTTIME/TEMP SALARIES		17,680
11,021	25,279	18,925	051-5100-000.13-00	OVERTIME SALARIES		18,925
234,886	249,020	283,474	051-5100-000.21-10	MEDICAL INSURANCE		291,556
5,095	5,354	5,236	051-5100-000.21-20	L-T DISABILITY INSURANCE		5,503
589	611	647	051-5100-000.21-30	LIFE INSURANCE		652
23,882	20,493	20,832	051-5100-000.21-40	WORKERS COMP INSURANCE		21,967
58,784	62,244	65,073	051-5100-000.22-00	FICA		69,042
89,463	103,063	110,197	051-5100-000.23-00	RETIREMENT CONTRIBUTIONS		114,316
7,820	8,601	11,779	051-5100-000.28-00	VEBA CONTRIBUTIONS		13,012
286	301	286	051-5100-000.29-00	OTHER EMPLOYEE BENEFITS		286
1,219,805	1,304,524	1,360,095		TOTAL PERSONNEL SERVICE		1,418,846
12.8	12.8	12.9		Total Full-Time Equivalent (FTE)		12.2
6,734	15,912	26,149	051-5100-000.31-10	CONTRACTUAL SERVICES		26,966
				Large Commercial Meter Testing	2,000	
				Weed Spray	1,500	
				Soils/Material Testing	500	
				Alarm testing/Monitoring/Fire Extinguisher Service	1,044	
				Internet Provider	350	
				Drug/Alcohol Testing/DMV Records	770	
				Solvent Service	186	

City of The Dalles, Oregon Fiscal Year 2020-21 Budget

				Copier services	2,376	
				Porta Potty service	240	
				Licensed Plumber Services	2,000	
				Generator Service Agreement (bi-annual)	1,000	
				Express Bill Pay	15,000	
12,042	15,451	15,712	051-5100-000.31-40	WASCO CO COMMUNICATIONS		11,989
21,000	21,000	21,000	051-5100-000.34-10	ENGINEERING SERVICES		21,000
				Kelly Ave. Hydro/Geo Evaluation	21,000	
19,706	21,666	23,689	051-5100-000.34-30	COMPUTER SERVICES		24,356
				ARC View Maintenance Agreement (1/3) (ESRI)	500	
				Auto Desk- Auto CAD(1/3) (DLT Solutions)	1,200	
				CH2M Hill SCADA Maint. Serv.	5,000	
				Itron Service Agreement	7,150	
				MWH Software H2O/Sewer Pro (Innovyze)	1,500	
				Q Life (1/3)	1,600	
				Rockwell Support License (1/3) (North Coast Elect	2,000	
				Tokay agreement	530	
				WC GIS Base Map (1/3)	1,333	
				Win-911 Software	495	
				Wonderware Support License (1/3)	2,348	
				CAT ET program (1/3)	500	
				Cummins Insite	200	
-	-	-	051-5100-000.34-50	SPECIAL STUDIES & REPORTS		-
2,132	4,282	3,995	051-5100-000.41-10	WATER & SEWER		3,000
2,505	1,839	3,500	051-5100-000.41-20	GARBAGE SERVICES		2,000
1,888	2,853	4,495	051-5100-000.41-30	NATURAL GAS		4,495
76,523	83,143	107,154	051-5100-000.41-40	ELECTRICITY		108,554
7,980	7,980	7,980	051-5100-000.42-00	JANITORIAL SERVICES		7,980
2,635	5,222	11,870	051-5100-000.43-10	BUILDINGS AND GROUNDS		13,408
				Shop Door Repair	1,500	
				Building Roof Repair	500	
				A/C Heat Electrical Systems	1,600	
				Int & Ext Maint	5,383	
				Replace Lone Pine Wall/Window	2,500	
				Irrigation/ Landscaping/Island Maint	1,325	
				Shop Fence/Yard Maint	600	
-	162	1,200	051-5100-000.43-20	COMPUTERS		1,200
				Computer Maintenance	1,200	
1,344	1,067	1,850	051-5100-000.43-30	RADIO EQUIPMENT		2,450
				Handheld/Vehicle/Base Radio Maint	650	
				Scada Radio Repairs	1,800	
27	32	500	051-5100-000.43-40	OFFICE EQUIPMENT		500
				Phones, Faxes, & office equipment	500	
6,318	7,464	12,000	051-5100-000.43-45	JOINT USE OF LABOR/EQUIP		8,000
				To Street Fund	5,500	
				To Wastewater Fund	2,500	
8,632	8,877	19,315	051-5100-000.43-50	VEHICLES		18,715
				Vehicle Maint	18,715	
16,268	17,625	16,645	051-5100-000.43-51	GAS/OIL/DIESEL/LUBRICANTS		16,755
3,713	2,439	5,600	051-5100-000.43-52	TIRES AND TIRE REPAIRS		5,000
529	1,588	7,780	051-5100-000.43-70	GENERAL EQUIPMENT		7,830
				Jack Hammer/Large Saw Maint	5,530	
				Street Construction Equipment	200	
				Street Survey Equipment	1,000	
				Generator Maint	1,100	
25,244	32,700	47,415	051-5100-000.43-71	SPECIAL UTILITY EQUIPMENT		41,215
				DeWater Well Maintenance	15,000	
				Pump Station Maintenance	8,000	
				Well Maintenance	3,500	
				Hydrants/Hydrant Meter Maintenance	3,990	
				Lifting devices certification	2,050	
				Gas Monitor Supplies	950	
				Metro Tech Locator repair/maint	1,525	
				SCADA UPS Units	600	
				replace D-wel l#6 actuator w/ VFD	4,000	
				#66 Aqua Tech Parts and Tools (1/2) 96766A	1,600	
16,059	9,638	8,475	051-5100-000.43-80	SHOP EQUIPMENT		8,850
				Shop Tools	1,925	
				Shop Tool Fasteners/Sealants	2,200	
				Shop Equipment Maintenance	1,640	
				Hand tools/supplies	3,085	
1,125	2,109	3,200	051-5100-000.43-81	SERVICE PICKUP TOOLS		2,200
63,912	(10,100)	86,758	051-5100-000.43-86	LINES MAINT & SUPPLIES		90,650
				Pipe & Fittings	28,600	
				Meters/ERTs	19,600	
				Meter/Gate Valve/Curb Stop boxes	14,200	
				PRV maintenance/repair	10,800	
				Fire Hydrant maintenance	17,450	
1,069	876	1,337	051-5100-000.43-87	UTILITIES LOCATES		1,337
				Utility Notification Center	167	
				Locate supplies	1,170	

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

4,979	125	2,400	051-5100-000.44-20	RENTAL OF EQUIPMENT	2,400
13,444	14,105	14,810	051-5100-000.52-10	LIABILITY INSURANCE	15,497
15,106	16,633	17,466	051-5100-000.52-30	PROPERTY INSURANCE	19,969
3,080	5,249	6,037	051-5100-000.52-50	AUTOMOTIVE INSURANCE	6,330
-	4,768	1,500	051-5100-000.52-60	INSURANCE DEDUCTIBLES	1,500
1,663	1,192	1,770	051-5100-000.53-20	POSTAGE	1,770
				Direct Mailings	1,650
				Shipping for parts/Core returns	120
8,833	11,508	9,100	051-5100-000.53-30	TELEPHONE	14,000
				Phone system	5,200
				Cell phone	7,600
				Scada T-1	1,200
39	-	150	051-5100-000.53-40	LEGAL NOTICES	150
				Capital Improvement notice	150
1,755	2,639	4,740	051-5100-000.53-60	PUBLIC EDUCATION/INFO	4,740
				Brochures/Written Translations	190
				Water Quality Report	4,500
				Parade Booth	50
-	-	-	051-5100-000.54-00	ADVERTISING	-
319	97	1,545	051-5100-000.55-00	PRINTING AND BINDING	1,545
				Vehicle Logos and decals	400
				Construction Plans	500
				Vehicle Inspection Reports	150
				Business Cards/Envelopes	195
				Water Doorhangers	200
				CCC forms	100
1,628	4,280	2,100	051-5100-000.57-00	PERMITS	5,400
				Hazardous Substance Fee	300
				Kuck NPDES Permit	600
				Kuck CGDC Water Survey	-
				Water System Survey	3,750
				Sorosis Surge Tank Compressor Permit	350
				Cross Connection Program Fee	400
974	486	980	051-5100-000.58-10	TRAVEL, FOOD & LODGING	980
				OUCC	30
				NSPE/ASCE Meeting	150
				Employee Meetings/Room Rentals	800
10,202	10,208	16,098	051-5100-000.58-50	TRAINING AND CONFERENCES	16,448
				Employee/Eng/Safety Officer/Office Training	13,648
				Flagging	200
				First Aid/CPR Training	400
				Crane Training	-
				AWWA/ABPA Conference	2,200
4,631	5,245	5,720	051-5100-000.58-70	MEMBERSHIPS/DUES/SUBS	6,676
				APWA Membership Dues	203
				ASCE	200
				AWWA	842
				CDL Medical Exams	566
				Cert Renewals	2,910
				Local OUCC Dues	20
				Nat. Soc. for PE's	100
				PE Liscense	200
				OAWU- Associate Member	475
				OSBEELS	65
				OWUC	250
				TD Chronicle	20
				USC FCCHR - Water Purveyor member	300
				ABPA membership	250
				Water ISAC	275
2,422	2,422	3,413	051-5100-000.60-10	OFFICE SUPPLIES	3,480
				Office Supplies/toner	2,780
				Copy Paper	700
3,495	3,559	2,400	051-5100-000.60-20	JANITORIAL SUPPLIES	4,280
				Cintas	3,500
				Cleaning supplies	780
3,823	4,237	4,380	051-5100-000.60-80	CLOTHING	4,380
				Clothing Allowance	3,000
				Rubber Boots Steel Toe	500
				Rain Gear	880
3,754	4,707	9,325	051-5100-000.60-85	SPECIAL DEPT SUPPLIES	9,840
				First Aid/Safety Supplies	1,875
				Personal Protection Equipment	4,715
				Safety Toe Boots	2,100
				Safety Vests	930
				Hearing/Respirator tests/ HBV Vaccine	220
9,542	14,935	14,575	051-5100-000.60-86	CHEMICAL/LAB SUPPLIES	14,875
				Vector Control	75
				Chemicals/Reagents	14,300
				Hazmat Testing	500
13,854	18,594	41,440	051-5100-000.60-87	STREET CONST SUPPLIES	33,100
				Construction Signs/Cones/Barricades	3,600

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

				Asphalt Hot Mix/Cold Mix	11,850	
				Rock/Concrete	17,650	
96	77	2,873	051-5100-000.64-10	BOOKS AND PERIODICALS		2,923
				Manuals	1,383	
				City Directory	90	
				Standards methods	1,450	
-	3,395	22,308	051-5100-000.64-80	COMPUTER SOFTWARE		20,558
				MS Office for computers listed in 6080	1,358	
				Lucity	18,200	
				Engineering Software	1,000	
9,079	23,319	22,100	051-5100-000.69-80	ASSETS < \$5000		15,920
				Survey equipment	1,000	
				Computers/Printers	3,751	
				Furniture/Map files	1,369	
				Davit Arm for Confined Space Entry	3,500	
				Portable Water Pump	600	
				Well Sites heater replacements (5)	800	
				Hvac System Lone Pine Well	4,900	
410,102	405,605	644,849		TOTAL MATERIALS AND SERVICES		635,211
-	-	-	051-5100-000.70-50	LEASE PURCHASE		-
5,994	2,806	5,000	051-5100-000.72-20	BUILDINGS		41,000
				Back Up GENSET PW (1/3)	41,000	
-	-	-	051-5100-000.73-30	IMPRVMTS OTHER THAN BLDGS		3,000
				Personnel-gate crash bars (1/3)	3,000	
-	24,550	-	051-5100-000.74-10	MACHINERY		13,100
				Big Barrier Grabber (1/3)	1,767	
				Self Propelled Concrete Saw (1/3)	2,833	
				Hydraulic Cut Off Saw	5,500	
				Snow Plow [(Pick-up Style)(1/2)]	3,000	
-	-	-	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		-
62,831	69,270	75,910	051-5100-000.74-90	EQUIPMENT, OTHER		73,200
				Meter lid replacement program	19,200	
				Residential Meter Replace	48,000	
				Sodium hypochlorite system Jordan Well	6,000	
10,275	-	20,000	051-5100-000.75-10	CAPITAL PROJECTS		20,000
				PRV Vault Replacement	20,000	
	41,118	65,000	051-5100-000.76-20	WATER LINES		30,000
				16th & Pentland replace 2" gal.	30,000	
				16th & Liberty Way install 12' PRV	-	
79,100	137,744	165,910		TOTAL CAPITAL OUTLAY		180,300
1,709,007	1,847,873	2,170,854		TOTAL WATER DISTRIBUTION EXPENSES		2,234,357
2,994,107	3,098,577	3,828,452		TOTAL WATER UTILITY OPERATIONS		3,979,760
438,426	442,622	468,039	051-9500-000.81-01	TO GENERAL FUND		442,848
160,005	169,062	170,933	051-9500-000.81-05	TO STREET FUND		171,258
76,000	-	30,000	051-9500-000.81-09	TO PUBLIC WKS RESRV FUND		100,000
-	-	7,297	051-9500-000.81-10	TO UNEMPLOYMENT FUND		7,489
59,932	60,010	60,010	051-9500-000.81-43	TO FFCO 2008 DEBT SVC FUND		59,932
1,361,737	1,900,000	2,250,000	051-9500-000.81-53	WTR DEPT CAP RESRV FUND		1,500,777
2,096,101	2,571,694	2,986,279		TOTAL OPERATING TRANSFERS OUT		2,282,304
-	-	45,040	051-9500-000.88-00	CONTINGENCY		154,164
-	-	45,040		TOTAL CONTINGENCY		154,164
2,096,101	2,571,694	3,031,319		TOTAL OTHER USES		2,436,468
5,090,207	5,670,271	6,859,771		GRAND TOTAL WATER UTILITY FUND EXPENSES		6,416,228
1,116,915	1,264,706	0		WATER UTILITY FUND - REVENUES LESS EXPENSES		-

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

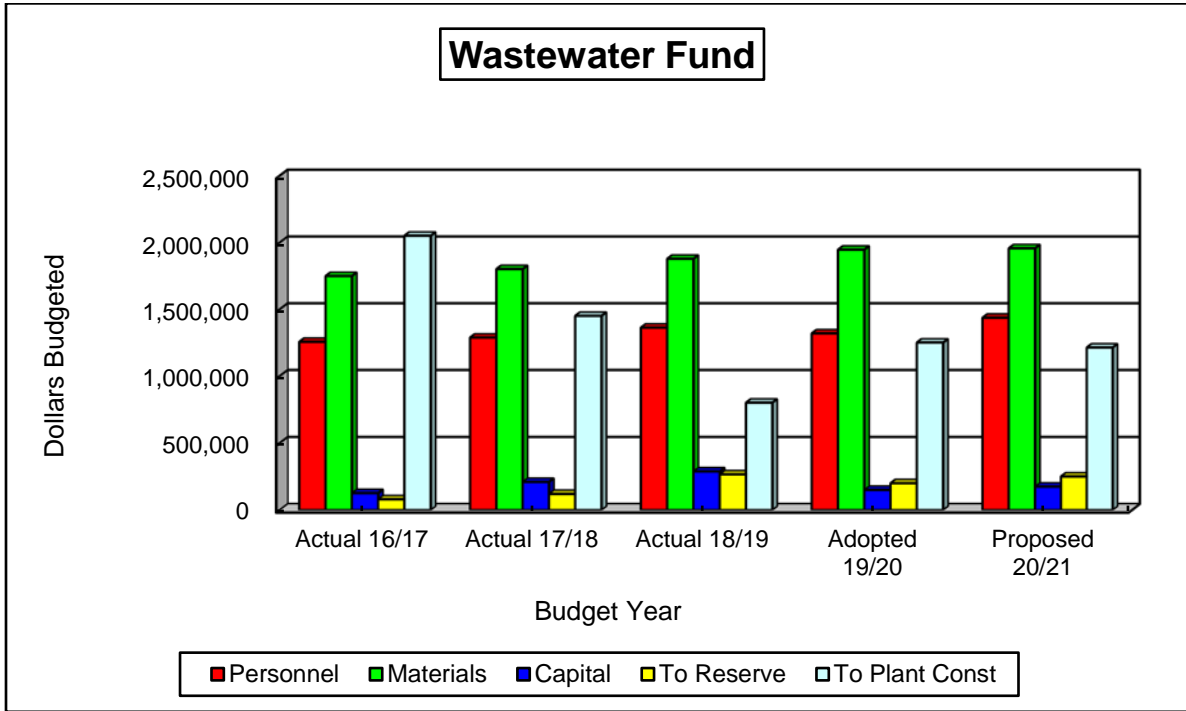
FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	FY20/21 Proposed Budget	FY20/21 Approved Budget	FY20/21 Adopted Budget
WATER CAPITAL RESERVE FUND 053							
REVENUES							
6,236,911	4,772,150	5,127,958	053-0000-300.00-00	BEGINNING BALANCE	5,072,013	5,272,013	5,272,013
-	-	4,000,000	053-0000-331.00-00	FEDERAL REVENUE - Dog River Pipeline	4,000,000	4,000,000	4,000,000
-	-	1,000,000	053-0000-335.53-00	OWRD STATE GRANT - Dog River Pipeline	1,000,000	1,000,000	1,000,000
43,593	1,748	-	053-0000-337.90-00	WATERSHED RESTORATION REVENUE	-	-	-
61,980	112,356	50,974	053-0000-344.20-00	CONNECT CHRGS/ WA SDC	69,510	69,510	69,510
-	-	-	053-0000-344.20-20	REIMBURSEMENT DISTRICT PMTS	-	-	-
91,850	130,460	85,000	053-0000-361.00-00	INTEREST REVENUES	105,000	105,000	105,000
996,539	-	6,500,000	053-0000-365.20-00	GIFTS AND DONATIONS	6,500,000	6,500,000	6,500,000
-	-	-	053-0000-391.41-00	TRANSFER FROM WA REV BOND DEBT FUND	-	-	-
1,361,737	1,900,000	2,250,000	053-0000-391.51-00	WATER UTILITY FUND	1,500,777	1,500,777	1,500,777
6,149,877	-	-	053-0000-391.59-00	TRANSFER FROM UTILITY REVENUE BOND	-	-	-
-	-	-	053-0000-393.10-00	LOAN/BOND PROCEEDS	-	-	-
-	-	-	053-0000-393.10-21	LOAN PROCEEDS - ARRA LOANS	-	-	-
14,942,486	6,916,714	19,013,932	TOTAL WATER DEPT CAP RESERVE FUND REVENUES		18,247,300	18,447,300	18,447,300
EXPENDITURES							
-	-	475,000	053-5300-000.34-10	ENGINEERING SERVICES	555,000	555,000	555,000
-	-	475,000	TOTAL MATERIALS AND SERVICES		555,000	555,000	555,000
-	-	-	053-5300-000.71-10	LAND	-	-	-
960,267	37,955	-	053-5300-000.75-10	CAPITAL PROJECTS	-	200,000	200,000
393,975	115,037	7,674,329	053-5300-000.76-10	SOURCE OF SUPPLY	6,500,000	6,500,000	6,500,000
1,754,493	101,500	10,091,787	053-5300-000.76-20	WATER LINES	10,417,977	10,417,977	10,417,977
3,108,736	254,492	17,766,116	TOTAL CAPITAL OUTLAY		16,917,977	17,117,977	17,117,977
3,108,736	254,492	18,241,116	TOTAL WATER CAPITAL RESERVE OPERATIONS		17,472,977	17,672,977	17,672,977
DEBT SERVICE							
144,223	148,550	153,007	053-5300-000.79-30	SDWRL (ARRA LOAN) PRINCIPAL	157,597	157,597	157,597
94,156	89,829	85,373	053-5300-000.79-40	SDWRL (ARRA LOAN) INTEREST	80,782	80,782	80,782
238,378	238,379	238,380	TOTAL DEBT SERVICE		238,379	238,379	238,379
-	-	-	053-9500-000.81-37	TO CAPITAL PROJECTS FUND	-	-	-
5,763,324	-	-	053-9500-000.81-41	TO WATER REVENUE BOND DEBT FUND	-	-	-
33,451	32,478	32,650	053-9500-000.81-44	TO 2009 FFCO DEBT SVC FUND	32,970	32,970	32,970
563,406	-	-	053-9500-000.81-58	TO WATER DEBT SERVICE FUND	-	-	-
463,041	505,174	501,786	053-9500-000.81-59	TO UTILITY REVENUE BOND	502,974	502,974	502,974
6,823,222	537,652	534,436	TOTAL OPERATING TRANSFERS OUT		535,944	535,944	535,944
10,170,336	1,030,523	19,013,932	GRAND TOTAL WATER CAPITAL RESERVE EXPENSES		18,247,300	18,447,300	18,447,300
4,772,150	5,886,191	-	TOTAL WATER CAPITAL RESERVE - REVENUE LESS EXPENSES		-	-	-

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	Line Item Detail	FY20/21 Adopted Budget
WATER CAPITAL RESERVE FUND 053						
REVENUES						
6,236,911	4,772,150	5,127,958	053-0000-300.00-00	BEGINNING BALANCE		5,272,013
-	-	4,000,000	053-0000-331.00-00	FEDERAL REVENUE - Dog River Pipeline		4,000,000
				Drinking Water State Revolving Fund grant		
				Drinking Water State Revolving Fund loan		
-	-	1,000,000	053-0000-335.53-00	OWRD STATE GRANT - Dog River Pipeline		1,000,000
43,593	1,748	-	053-0000-337.90-00	WATERSHED RESTORATION REVENUE		-
61,980	112,356	50,974	053-0000-344.20-00	CONNECT CHRGS/ WA SDC		69,510
-	-	-	053-0000-344.20-20	REIMBURSEMENT DISTRICT PMTS		-
91,850	130,460	85,000	053-0000-361.00-00	INTEREST REVENUES		105,000
996,539	-	6,500,000	053-0000-365-20-00	GIFTS AND DONATIONS		6,500,000
				Private funding for development of ASR system	6,500,000	
-	-	-	053-0000-391.41-00	TRANSFER FROM WA REV BOND DEBT FUND		-
1,361,737	1,900,000	2,250,000	053-0000-391.51-00	WATER UTILITY FUND		1,500,777
6,149,877	-	-	053-0000-391.59-00	TRANSFER FROM UTILITY REVENUE BOND		-
-	-	-	053-0000-393.10-00	LOAN/BOND PROCEEDS		-
-	-	-	053-0000-393.10-21	LOAN PROCEEDS - ARRA LOANS		-
14,942,487	6,916,714	19,013,932	TOTAL WATER DEPT CAP RESERVE FUND REVENUES			18,247,300
EXPENDITURES						
-	-	475,000	053-5300-000.34-10	ENGINEERING SERVICES		555,000
				Water Master Plan Update	505,000	
				Flood Analysis Update	50,000	
-	-	475,000	TOTAL MATERIALS AND SERVICES			555,000
-	-	-	053-5300-000.71-10	LAND		-
960,267	37,955	-	053-5300-000.75-10	CAPITAL PROJECTS		200,000
393,975	115,037	7,674,329	053-5300-000.76-10	SOURCE OF SUPPLY		6,500,000
				ASR - 2 wells+Distn System enhancements	6,500,000	
				Design LLC repmt		
1,754,493	101,500	10,091,787	053-5300-000.76-20	WATER LINES		10,417,977
				Design and construction of Dog River Pipeline	10,267,977	
				E 9th, Quinton east galvanized repl't	150,000	
3,108,735	254,492	17,766,116	TOTAL CAPITAL OUTLAY			17,117,977
3,108,735	254,492	18,241,116	TOTAL WATER CAPITAL RESERVE OPERATIONS			17,672,977
DEBT SERVICE						
144,223	148,550	153,007	053-5300-000.79-30	SDWRL (ARRA LOAN) PRINCIPAL		157,597
94,156	89,829	85,373	053-5300-000.79-40	SDWRL (ARRA LOAN) INTEREST		80,782
238,378	238,379	238,380	TOTAL DEBT SERVICE			238,379
-	-	-	053-9500-000.81-37	TO CAPITAL PROJECTS FUND		-
5,763,324	-	-	053-9500-000.81-41	TO WATER REVENUE BOND DEBT FUND		-
33,451	32,478	32,650	053-9500-000.81-44	TO 2009 FFCO DEBT SVC FUND		32,970
563,406	-	-	053-9500-000.81-58	TO WATER DEBT SERVICE FUND		-
463,041	505,174	501,786	053-9500-000.81-59	TO UTILITY REVENUE BOND		502,974
				To 2018 Utility Revenue Bond Debt Fund		
6,823,222	537,652	534,436	TOTAL OPERATING TRANSFERS OUT			535,944
10,170,335	1,030,523	19,013,932	GRAND TOTAL WATER CAPITAL RESERVE EXPENSES			18,447,300
4,772,152	5,886,191	-	TOTAL WATER CAPITAL RESERVE - REVENUE LESS EXPENSES			-

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

Fund: Wastewater (055) **Number of Employees:** 9 dedicated
Department: Public Works **12 shared / 13.53 FTE**
Program: Wastewater Collection, Wastewater Treatment and Storm Water



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

WASTEWATER COLLECTION

Description

The Wastewater Collection Division is responsible for the infrastructure that provides reliable sewage disposal for the citizens and businesses of the City of The Dalles. The Division manages the operation and maintenance of an intricate sanitary sewer system consisting of more than 100 miles of sanitary sewer lines, interceptors, and 8 sanitary sewer lift stations. Reliable sanitary sewer service is achieved through video inspection of sanitary sewers, warranty inspection of new construction, mechanical and chemical treatment of troubled sewers, routine sewer and lift station maintenance and collection system replacements.

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

The Wastewater Collection Division also works closely with Regulatory Compliance Services to

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

monitor Federal and State wastewater and storm water regulation changes and make necessary adjustments and/or improvements required to keep the wastewater system in compliance.

2020-21 Goals, Projects, and Highlights

- Sanitary Sewer Main Upgrade Project under I-84 for Westside Sewer Interceptor Project.
- Upgrade sewer capacity for W. 2nd Street from Webber Street to the west about 2,550 feet as part of the W. 2nd Street Joint Utility Project – Phase II.
- Complete about 2 miles of sanitary sewer mainline rehabilitation projects utilizing Cure In Place Pipe (CIPP) Slipline technologies.

2019-20 Accomplishments¹

By The Numbers

- Sewer mains replaced or added, in house, with contractors and developers: 4,872 feet.
- Addressed all lines that could be repaired with the spot repair equipment that were rated 5 or 4, which are the two highest repair priority ratings. We are scheduled to complete about 50 this fiscal year.
- Project Goals, listed by percent desired (and percent accomplished in FY 2019-20) are:

Desired	Project Goals	Done in 2019-20
100%	Response to emergencies/sewer breaks	100%
100%	Response to new sewer service requests	100%
100%	Weekly preventative cleaning/maintenance of all 8 lift stations	100%
100%	Cutting of roots on lines identified as flow-impaired	100% (5,388 ft.)
15%	Video inspection of sewer lines – Whole system in 7 years	About 10%
1%	Replacement of old and/or poor-condition sewer laterals	Less than 1% (48)
5%	Replacement of sewer lines – 20-year replacement plan	Less than 1%

At Your Service

- Continued to implement the goals of the U.S. EPA’s Guide for Evaluating Capacity, Management, Operations and Maintenance Programs by improving the Lucity work order system, with the help of the City’s Information Technology staff, that has helped make the system easier to use, linking Lucity software to Geographic Information System mapping with sewer maintenance work, video camera assessments, sanitary sewer overflow events, and customer complaints.
- Continued identification and correction of inflow and infiltration within the system.

Looking forward to the next 5 years

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

¹ Statistics are accurate from July 2019 to February 2020 then estimated unless otherwise noted.

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

STORM WATER

Description

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

2020-21 Goals, Projects, and Highlights

- Be safe in all phases of our work, by recognizing hazards before work starts.
- Improve base maps and as-built records of the storm water conveyance system.
- Construct a stormwater conveyance system for W. 2nd Street from Webber Street to the west about 2,550 feet as part of the W. 2nd Street Joint Utility Project – Phase II.
- Replace as many catch basin grates with bike-friendly devices as possible prior to the completion of the Historic Columbia River Highway Bike Trail.

2019-20 Accomplishments²

- Worked with owners to remove catch basins and roof drains from the sanitary sewer system to the storm system.

By The Numbers

- Installed 8 new catch basins and replaced or modified grates as needed.
- Project Goals, listed by percent desired (and percent accomplished in FY 19/20) are:

Desired	Project Goals	Done in 2019-20
100%	Response to emergencies/storm water backups and overflows	100%
100%	Annual cleaning of all catch basins and repair of broken ones	100%
100%	Cutting of roots on storm lines identified as flow-impaired	About 50%
15%	Video inspection of storm lines - Whole system in 7 years	About 1%
15%	Replacement of old and/or poor-condition sewer laterals	Less than 1%

At Your Service

- Responded to complaints about illicit discharges to the storm water system.
- Worked with Planning Department, Wasco County, State Building Codes and Department of Environmental Quality to track installation of oil-water separators when required.
- Separated the combined sanitary/storm water systems and removed catch basins and roof drains from the sanitary sewer system as possible when discovered or as development occurs.

Looking forward to the next 5 years

- Continue implementation of Storm Water Master Plan, including public education and involvement, elimination of illicit discharges, construction controls, and good housekeeping

² Statistics are accurate from July 2019 to February 2020 then estimated unless otherwise noted.

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

measures.

- Upgrade of storm water line at W. 6th Street and Hostetler Way.
- Upgrade storm water conveyance system in the downtown core area and remove roof drains from sanitary sewer system.

WASTEWATER TREATMENT

Description

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

2020-21 Goals, Projects, and Highlights

- Implement FY 2020-21 portions of the Wastewater Treatment Plant Capital Improvements Plan:
 - Aesthetic improvements via construction and painting.
- Replace failed waste activated sludge, thickened waste activated sludge, and return activated sludge flow meters.
- Install an automatically controlled waste activated sludge valve on the gravity belt thickener feed line.
- Add a third primary auger filter.
- Install influent and effluent wet well backup switches on influent pump house wet wells.

2019-20 Accomplishments³

By the Numbers

- Total wastewater influent 905.26 MG in calendar year 2019. Average influent 2.6 million gallons per day. Peak day influent during the month of April 2019 was 4.45 million gallons.
- Hauled 1,063 loads of biosolids. In total, 3,509,600 gallons of biosolids were hauled in calendar year 2019.

At Your Service

- Jacobs staff has started a predictive maintenance program to assess current condition of equipment.
- Completed numerous routine Wastewater Treatment Plant and fleet maintenance including but not limited to:
 - The microturbine power generation system is in service and online whenever possible.
 - Installed new ultraviolet transmittance, pH, and temperature monitoring units.
 - Core-drilled the # 3 Filter position wall and released water build-up. The slab then settled to its original position.
 - Installed surface sprayer on Clarifier #2.
- Supported the City's Industrial Pretreatment Program (IPP).

³ Statistics are accurate from July 2019 to December 2019 then estimated by using January 2019 – June 2019 actual data. This estimation method is consistent with other budget narratives.

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

Extraordinary Effort

- In August 2019 The Dalles experienced a significant flood event. Unexpected repairs and upgrades due to flood damage significantly impacted the maintenance budget but are expected to increase long term resilience.

Looking forward to the next 5 years

- Implement remaining Phase II portions of Wastewater Treatment Plant Capital Improvement Plan:
 - Gravity Belt Thickener Addition
 - Consider Laboratory, Office, Shop and storage facility construction.

Utilize the newly implemented predictive maintenance program to assist with project planning and increase wastewater treat

City of The Dalles, Oregon
WASTEWATER UTILITY FUND SUMMARY

FY17/18	FY18/19	FY19/20		FY20/21	FY20/21	FY20/21
<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>
9,256,433	4,989,295	3,398,607	BEGINNING BALANCE	5,577,146	5,577,146	5,577,146
7,404,250	6,621,105	5,844,845	REVENUES	5,879,932	5,879,932	5,879,932
8,609,916	1,348,689	2,593,605	OTHER SOURCES	2,156,472	2,156,472	2,156,472
25,270,599	12,959,089	11,837,057	TOTAL RESOURCES	13,613,550	13,613,550	13,613,550
2,841,446	3,073,825	3,444,125	WASTE WATER FUND	3,571,939	3,571,939	3,571,939
1,831,777	1,030,201	2,717,207	SEWER SPECIAL RESERVE FUND	4,465,439	4,465,439	4,465,439
9,487,826	2,534,091	1,216,454	SEWER PLANT CONST/DEBT SERV	1,477,288	1,477,288	1,477,288
14,161,049	6,638,117	7,377,786	TOTAL EXPENDITURES	9,514,666	9,514,666	9,514,666
-	25,006	97,232	DEBT SERVICE	96,628	96,628	96,628
6,120,254	3,005,174	4,242,580	TRANSFER OUT	3,839,404	3,839,404	3,839,404
-	-	119,459	CONTINGENCY	162,852	162,852	162,852
-	-	-	UNAPPROPRIATED ENDING BAL	-	-	-
6,120,254	3,030,180	4,459,271	TOTAL OTHER USES	4,098,884	4,098,884	4,098,884
20,281,303	9,668,297	11,837,057	TOTAL EXPENDS & OTHER USES	13,613,550	13,613,550	13,613,550
4,989,296	3,290,792	-	FUND TOTAL	-	-	-

City of The Dalles, Oregon Fiscal Year 2020-21 Budget

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	FY20/21 Proposed Budget	FY20/21 Approved Budget	FY20/21 Adopted Budget
WASTEWATER FUND 055							
REVENUES							
583,062	665,882	1,212,799	055-0000-300.00-00	BEGINNING BALANCE	277,812	277,812	277,812
-	-	21,854	055-0000-337.10-00	URBAN RENEWAL	22,291	22,291	22,291
-	-	-	055-0000-341.80-00	COPIES, PLANS, ORD'S	-	-	-
238,826	400,117	345,000	055-0000-341.90-00	MISC SALES AND SRVCE	315,000	315,000	315,000
249,703	240,416	232,000	055-0000-344.05-00	STORMWATER DRAINAGE CHARGES	245,000	245,000	245,000
5,085,005	5,105,819	5,160,109	055-0000-344.10-00	UTILITY SERVICE CHARGES	5,174,711	5,174,711	5,174,711
70,940	77,099	40,000	055-0000-344.80-00	DELINQUENT SEWER ASSMTS	25,000	25,000	25,000
21,312	18,622	15,000	055-0000-344.90-00	DELINQUENT ACCT INT	10,000	10,000	10,000
(75,273)	(76,845)	(75,000)	055-0000-345.20-00	UNCOLLECTIBLE ACCTS	(50,000)	(50,000)	(50,000)
12,978	12,701	8,000	055-0000-348.00-00	INTERDEPARTMENTAL REV	6,000	6,000	6,000
254	2,732	1,000	055-0000-361.00-00	INTEREST REVENUES	3,000	3,000	3,000
892	404	-	055-0000-369.00-00	OTHER MISC REVENUES	-	-	-
3,251	689	-	055-0000-392.00-00	SALE OF FIXED ASSETS	-	-	-
6,190,948	6,447,636	6,960,762	TOTAL WASTE WATER FUND REVENUES		6,028,814	6,028,814	6,028,814
EXPENSES							
736,710	761,051	809,453	055-5500-000.11-00	REGULAR SALARIES	850,940	850,940	850,940
776	5,032	15,600	055-5500-000.12-00	PARTTIME/TEMP SALARIES	17,680	17,680	17,680
16,660	10,386	40,140	055-5500-000.13-00	OVERTIME SALARIES	40,140	40,140	40,140
251,145	263,208	277,919	055-5500-000.21-10	MEDICAL INSURANCE	313,152	313,152	313,152
4,880	5,134	5,099	055-5500-000.21-20	L-T DISABILITY INSURANCE	5,361	5,361	5,361
600	630	668	055-5500-000.21-30	LIFE INSURANCE	675	675	675
26,475	18,774	19,139	055-5500-000.21-40	WORKERS COMP INSURANCE	19,978	19,978	19,978
55,218	57,202	66,187	055-5500-000.22-00	FICA	69,520	69,520	69,520
86,833	80,894	102,037	055-5500-000.23-00	RETIREMENT CONTRIBUTIONS	110,897	110,897	110,897
14,866	13,957	12,038	055-5500-000.28-00	VEBA CONTRIBUTIONS	14,378	14,378	14,378
259	186	169	055-5500-000.29-00	OTHER EMPLOYEE BENEFITS	169	169	169
1,194,423	1,216,454	1,348,449	TOTAL PERSONNEL SERVICE		1,442,890	1,442,890	1,442,890
13.3	13.3	13.6	Total Full-Time Equivalent (FTE)		13.49	13.49	13.49
981,475	1,047,127	1,118,009	055-5500-000.31-10	CONTRACTUAL SERVICES	1,150,133	1,150,133	1,150,133
12,042	15,451	15,712	055-5500-000.31-40	WASCO CO COMMUNICATIONS	11,989	11,989	11,989
-	-	4,500	055-5500-000.34-10	ENGINEERING SERVICES	4,500	4,500	4,500
21,965	36,450	36,959	055-5500-000.34-30	COMPUTER SERVICES	34,426	34,426	34,426
-	-	-	055-5500-000.34-50	SPECIAL STUDIES & REPORTS	-	-	-
10,399	12,383	13,910	055-5500-000.41-10	WATER & SEWER	13,910	13,910	13,910
11,619	7,204	19,600	055-5500-000.41-20	GARBAGE SERVICES	19,600	19,600	19,600
3,428	4,031	4,715	055-5500-000.41-30	NATURAL GAS	4,715	4,715	4,715
13,691	14,373	16,889	055-5500-000.41-40	ELECTRICITY	16,403	16,403	16,403
7,980	7,980	7,980	055-5500-000.42-00	JANITORIAL SERVICES	7,980	7,980	7,980
4,203	3,126	9,750	055-5500-000.43-10	BUILDINGS AND GROUNDS	10,708	10,708	10,708
-	180	1,200	055-5500-000.43-20	COMPUTERS	1,200	1,200	1,200
662	809	2,150	055-5500-000.43-30	RADIO EQUIPMENT	2,750	2,750	2,750
27	64	500	055-5500-000.43-40	OFFICE EQUIPMENT	500	500	500
9,766	9,489	14,000	055-5500-000.43-45	JOINT USE OF LABOR/EQUIP	18,000	18,000	18,000
81,479	80,929	74,938	055-5500-000.43-50	VEHICLES	59,350	59,350	59,350
29,312	26,187	28,820	055-5500-000.43-51	GAS/OIL/DIESEL/LUBRICANTS	28,820	28,820	28,820
3,674	5,698	7,300	055-5500-000.43-52	TIRES AND TIRE REPAIRS	7,300	7,300	7,300
2,323	2,518	12,125	055-5500-000.43-70	GENERAL EQUIPMENT	12,125	12,125	12,125
35,120	32,683	82,110	055-5500-000.43-71	SPECIAL UTILITY EQUIPMENT	82,110	82,110	82,110
7,844	7,700	9,337	055-5500-000.43-80	SHOP EQUIPMENT	9,335	9,335	9,335
1,259	4,707	2,500	055-5500-000.43-81	SERVICE PICKUP TOOLS	2,500	2,500	2,500
155,939	115,794	102,600	055-5500-000.43-86	LINES MAINT & SUPPLIES	102,600	102,600	102,600
1,301	1,076	1,336	055-5500-000.43-87	UTILITIES LOCATES	1,336	1,336	1,336
12,763	19,625	16,500	055-5500-000.44-20	RENTAL OF EQUIPMENT	16,500	16,500	16,500
65,394	68,611	72,042	055-5500-000.52-10	LIABILITY INSURANCE	72,042	72,042	72,042
17,897	19,877	18,573	055-5500-000.52-30	PROPERTY INSURANCE	18,573	18,573	18,573
14,434	10,494	11,020	055-5500-000.52-50	AUTOMOTIVE INSURANCE	11,020	11,020	11,020
-	-	10,500	055-5500-000.52-60	INSURANCE DEDUCTIBLES	10,500	10,500	10,500
687	2,731	3,220	055-5500-000.53-20	POSTAGE	3,220	3,220	3,220
9,382	13,767	15,400	055-5500-000.53-30	TELEPHONE	15,400	15,400	15,400
292	1,275	400	055-5500-000.53-40	LEGAL NOTICES	400	400	400
297	3,775	5,140	055-5500-000.53-60	PUBLIC EDUCATION/INFO	5,140	5,140	5,140
-	-	-	055-5500-000.54-00	ADVERTISING	-	-	-
47	97	1,245	055-5500-000.55-00	PRINTING AND BINDING	1,245	1,245	1,245
16,270	16,877	21,050	055-5500-000.57-00	PERMITS	21,050	21,050	21,050
354	1,764	1,980	055-5500-000.58-10	TRAVEL, FOOD & LODGING	1,980	1,980	1,980
4,618	8,668	15,353	055-5500-000.58-50	TRAINING AND CONFERENCES	14,783	14,783	14,783
2,968	3,531	5,229	055-5500-000.58-70	MEMBERSHIPS/DUES/SUBS	5,421	5,421	5,421
2,649	2,328	3,463	055-5500-000.60-10	OFFICE SUPPLIES	3,480	3,480	3,480
3,533	3,528	4,280	055-5500-000.60-20	JANITORIAL SUPPLIES	4,280	4,280	4,280
3,442	4,849	3,885	055-5500-000.60-80	CLOTHING	4,028	4,028	4,028
5,598	7,976	8,726	055-5500-000.60-85	SPECIAL DEPT SUPPLIES	9,946	9,946	9,946
2,346	7,205	10,100	055-5500-000.60-86	CHEMICAL/LAB SUPPLIES	10,100	10,100	10,100
32,111	35,265	92,125	055-5500-000.60-87	STREET CONST SUPPLIES	90,875	90,875	90,875
96	126	1,223	055-5500-000.64-10	BOOKS AND PERIODICALS	1,223	1,223	1,223
-	1,178	25,218	055-5500-000.64-80	COMPUTER SOFTWARE	23,383	23,383	23,383
-	-	-	055-5500-000.69-50	MISCELLANEOUS EXPENSES	-	-	-

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	FY20/21 Proposed Budget	FY20/21 Approved Budget	FY20/21 Adopted Budget
9,281	15,933	12,064	055-5500-000.69-80	ASSETS < \$5000	7,570	7,570	7,570
1,599,966	1,685,439	1,945,676	TOTAL MATERIALS AND SERVICES		1,954,449	1,954,449	1,954,449
12,543	2,806	5,000	055-5500-000.72-20	BUILDINGS	41,000	41,000	41,000
-	-	-	055-5500-000.73-30	IMPRVMTS OTHER THAN BLDGS	3,000	3,000	3,000
-	6,456	-	055-5500-000.74-10	MACHINERY	7,600	7,600	7,600
-	-	-	055-5500-000.74-20	VEHICLES	7,500	7,500	7,500
-	-	-	055-5500-000.74-25	COMMUNICATIONS EQUIPMENT	-	-	-
-	-	-	055-5500-000.74-30	FURNITURE AND FIXTURES	-	-	-
-	-	-	055-5500-000.74-40	OFFICE EQUIPMENT	-	-	-
-	-	-	055-5500-000.74-50	COMPUTER EQUIPMENT	-	-	-
-	90,104	-	055-5500-000.74-80	PUMPS	-	-	-
7,150	49,406	30,000	055-5500-000.74-90	EQUIPMENT, OTHER	72,500	72,500	72,500
-	-	-	055-5500-000.75-10	CAPITAL PROJECTS	-	-	-
15,347	267	97,000	055-5500-000.76-30	SEWER LINES	25,000	25,000	25,000
12,017	22,893	18,000	055-5500-000.76-40	STORMWATER COLL IMPROVMTS	18,000	18,000	18,000
47,057	171,932	150,000	TOTAL CAPITAL OUTLAY		174,600	174,600	174,600
2,841,446	3,073,825	3,444,125	TOTAL WASTEWATER OPERATIONS		3,571,939	3,571,939	3,571,939
			OTHER USES				
312,305	334,914	384,594	055-9500-000.81-01	TO GENERAL FUND	368,072	368,072	368,072
151,871	152,299	154,803	055-9500-000.81-05	TO STREET FUND	155,241	155,241	155,241
120,000	265,785	200,000	055-9500-000.81-09	TO PUBLIC WKS RESRV FUND	250,000	250,000	250,000
-	-	4,166	055-9500.000.81-10	TO UNEMPLOYMENT FUND	4,306	4,306	4,306
59,932	60,011	60,010	055-9500-000.81-43	TO FFCO 2008 DEBT SVC FUND	59,932	59,932	59,932
245,000	548,000	1,343,605	055-9500-000.81-56	TO SEWER SPCL RESRV FUND	245,000	245,000	245,000
1,794,512	800,000	1,250,000	055-9500-000.81-57	PLANT CONSTRUCTION.DEBT	1,211,472	1,211,472	1,211,472
2,683,620	2,161,009	3,397,178	TOTAL OPERATING TRANSFERS OUT		2,294,023	2,294,023	2,294,023
-	-	119,459	055-9500-000.88-00	CONTINGENCY	162,852	162,852	162,852
-	-	119,459	TOTAL CONTINGENCY		162,852	162,852	162,852
2,683,620	2,161,009	3,516,637	TOTAL OTHER USES		2,456,875	2,456,875	2,456,875
5,525,066	5,234,834	6,960,762	GRAND TOTAL WASTEWATER FUND EXPENSES		6,028,814	6,028,814	6,028,814
665,882	1,212,802	-	TOTAL WASTEWATER FUND - REVENUES LESS EXPENSES		-	-	-

City of The Dalles, Oregon Fiscal Year 2020-21 Budget

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	Line Item Detail	FY20/21 Adopted Budget
WASTEWATER FUND 055						
REVENUES						
583,062	665,882	1,212,799	055-0000-300.00-00	BEGINNING BALANCE		277,812
-	-	21,854	055-0000-337.10-00	URBAN RENEWAL		22,291
-	-	-	055-0000-341.80-00	COPIES, PLANS, ORD'S		-
238,826	400,117	345,000	055-0000-341.90-00	MISC SALES AND SRVCE		315,000
249,703	240,416	232,000	055-0000-344.05-00	STORMWATER DRAINAGE CHARGES		245,000
5,085,005	5,105,819	5,160,109	055-0000-344.10-00	UTILITY SERVICE CHARGES		5,174,711
70,940	77,099	40,000	055-0000-344.80-00	DELINQUENT SEWER ASSMTS		25,000
21,312	18,622	15,000	055-0000-344.90-00	DELINQUENT ACCT INT		10,000
(75,273)	(76,845)	(75,000)	055-0000-345.20-00	UNCOLLECTIBLE ACCTS		(50,000)
12,978	12,701	8,000	055-0000-348.00-00	INTERDEPARTMENTAL REV		6,000
254	2,732	1,000	055-0000-361.00-00	INTEREST REVENUES		3,000
892	404	-	055-0000-369.00-00	OTHER MISC REVENUES		-
3,251	689	-	055-0000-392.00-00	SALE OF FIXED ASSETS		-
6,190,948	6,447,636	6,960,762	TOTAL WASTE WATER FUND REVENUES			6,028,814
EXPENSES						
736,710	761,051	809,453	055-5500-000.11-00	REGULAR SALARIES		850,940
776	5,032	15,600	055-5500-000.12-00	PARTTIME/TEMP SALARIES		17,680
16,660	10,386	40,140	055-5500-000.13-00	OVERTIME SALARIES		40,140
251,145	263,208	277,919	055-5500-000.21-10	MEDICAL INSURANCE		313,152
4,880	5,134	5,099	055-5500-000.21-20	L-T DISABILITY INSURANCE		5,361
600	630	668	055-5500-000.21-30	LIFE INSURANCE		675
26,475	18,774	19,139	055-5500-000.21-40	WORKERS COMP INSURANCE		19,978
55,218	57,202	66,187	055-5500-000.22-00	FICA		69,520
86,833	80,894	102,037	055-5500-000.23-00	RETIREMENT CONTRIBUTIONS		110,897
14,866	13,957	12,038	055-5500-000.28-00	VEBA CONTRIBUTIONS		14,378
259	186	169	055-5500-000.29-00	OTHER EMPLOYEE BENEFITS		169
1,194,423	1,216,454	1,348,449	TOTAL PERSONNEL SERVICE			1,442,890
13.3	13.3	13.6	Total Full-Time Equivalent (FTE)			13.49
981,475	1,047,127	1,118,009	055-5500-000.31-10	CONTRACTUAL SERVICES		1,150,133
				WWTP Contract Operation	1,102,327	
				Bio Solids hauling	20,000	
				Weed Spray	650	
				Soils/Material Testing	500	
				Alarm testing/Monitoring/Fire Extinguisher Service	1,044	
				Internet Provider	350	
				Drug/Alcohol Testing/DMV Records	960	
				Solvent Service	186	
				Copier services	2,376	
				Porta Potty service	240	
				Licenced Plummer Services	2,500	
				Easement/Filing Fee	1,000	
				Express Bill Pay	15,000	
				Generator Service Agreement (bi-annual 19/20)	3,000	
12,042	15,451	15,712	055-5500-000.31-40	WASCO CO COMMUNICATIONS		11,989
-	-	4,500	055-5500-000.34-10	ENGINEERING SERVICES		4,500
				Easement Surveys	4,500	
21,965	36,450	36,959	055-5500-000.34-30	COMPUTER SERVICES		34,426
				Arcview (ESRI)	500	
				AutoDeskAutoCad (DLT Solutions)	1,200	
				CH2M Hill Scada	5,000	
				Cues Support	2,500	
				Lucity Asset Mgt	4,623	
				Lucity I pads	5,500	
				MWH H2O Water/Sewer Pro (Innovyze)	2,000	
				Q-Life	1,600	
				Rockwell (North Coast Electric)	2,000	
				WC GIS base map	1,333	
				Win911 (Specter Instruments)	495	
				Wonderware PW (September)	2,350	
				Wonderware WWTP (March)	4,825	
				Cat ET program (1/3)	500	
			055-5500-000.34-50	SPECIAL STUDIES & REPORTS		-
10,399	12,383	13,910	055-5500-000.41-10	WATER & SEWER		13,910
11,619	7,204	19,600	055-5500-000.41-20	GARBAGE SERVICES		19,600
3,428	4,031	4,715	055-5500-000.41-30	NATURAL GAS		4,715
13,691	14,373	16,889	055-5500-000.41-40	ELECTRICITY		16,403
7,980	7,980	7,980	055-5500-000.42-00	JANITORIAL SERVICES		7,980
4,203	3,126	9,750	055-5500-000.43-10	BUILDINGS AND GROUNDS		10,708
				Shop Door Repair	1,500	
				Building Roof Repair	500	

City of The Dalles, Oregon Fiscal Year 2020-21 Budget

				A/C Heat Electrical Systems	1,600	
				Int & Ext Maint	4,433	
				Irrigation/ Landscaping/Island Maint	925	
				Lift Station Maintenance	200	
				Roof Safety Tie offs(1/3)	1,000	
				Shop Fence/Yard Maint	550	
-	180	1,200	055-5500-000.43-20	COMPUTERS		1,200
				Computer Maintenance	1,200	
662	809	2,150	055-5500-000.43-30	RADIO EQUIPMENT		2,750
				Handheld/Vehicle/Base Radio Maint	950	
				Scada Radio Repairs	1,800	
27	64	500	055-5500-000.43-40	OFFICE EQUIPMENT		500
				Phones, Faxes, & office equipment	500	
9,766	9,489	14,000	055-5500-000.43-45	JOINT USE OF LABOR/EQUIP		18,000
				To Street Fund	15,000	
				To Water Fund	3,000	
81,479	80,929	74,938	055-5500-000.43-50	VEHICLES		59,350
				Vehicle Maint	59,350	
29,312	26,187	28,820	055-5500-000.43-51	GAS/OIL/DIESEL/LUBRICANTS		28,820
3,674	5,698	7,300	055-5500-000.43-52	TIRES AND TIRE REPAIRS		7,300
2,323	2,518	12,125	055-5500-000.43-70	GENERAL EQUIPMENT		12,125
				Jack Hammer/Large Saw Maint	4,925	
				Street Construction Equipment	3,600	
				Street Survey Equipment	1,000	
				Generator Maint	2,600	
35,120	32,683	82,110	055-5500-000.43-71	SPECIAL UTILITY EQUIPMENT		82,110
				Lift Station Maintenance	16,260	
				Camera Van Equip maint	8,750	
				Aqua Tech/Rodder parts maint	16,275	
				Sweeper brooms/wires	14,200	
				Lifting devices certification	2,050	
				Gas Monitor Supplies	950	
				Metro Tech Locator repair/maint	1,525	
				SCADA UPS Units	600	
				Inserta Tee Drill Bits	1,500	
				WWTP Maintenance Parts	20,000	
7,844	7,700	9,337	055-5500-000.43-80	SHOP EQUIPMENT		9,335
				Shop Tools	2,900	
				Shop Tool Fasteners/Sealants	2,200	
				Shop Equipment Maintenance	1,765	
				Hand tools/supplies	2,470	
1,259	4,707	2,500	055-5500-000.43-81	SERVICE PICKUP TOOLS		2,500
155,939	115,794	102,600	055-5500-000.43-86	LINES MAINT & SUPPLIES		102,600
				PVC Pipe & Fittings	30,000	
				Manhole/Catch Basin/Paving Risers	31,850	
				Spot Repair Parts	40,000	
				Tracer Wire	750	
1,301	1,076	1,336	055-5500-000.43-87	UTILITIES LOCATES		1,336
				Utility Notification Center	166	
				Locate supplies	1,170	
12,763	19,625	16,500	055-5500-000.44-20	RENTAL OF EQUIPMENT		16,500
65,394	68,611	72,042	055-5500-000.52-10	LIABILITY INSURANCE		72,042
17,897	19,877	18,573	055-5500-000.52-30	PROPERTY INSURANCE		18,573
14,434	10,494	11,020	055-5500-000.52-50	AUTOMOTIVE INSURANCE		11,020
-	-	10,500	055-5500-000.52-60	INSURANCE DEDUCTIBLES		10,500
687	2,731	3,220	055-5500-000.53-20	POSTAGE		3,220
				Direct Mailings	2,600	
				Shipping for parts/core returns	620	
9,382	13,767	15,400	055-5500-000.53-30	TELEPHONE		15,400
				Phone system	12,000	
				Cell phone/Field Laptop services	2,200	
				Scada T-1	1,200	
292	1,275	400	055-5500-000.53-40	LEGAL NOTICES		400
				Public Notices and Permits	400	
297	3,775	5,140	055-5500-000.53-60	PUBLIC EDUCATION/INFO		5,140
				Brochures/Written Translations	340	
				WWC CMOM Flyer	3,500	
				Parade Booth	1,100	
				Stormwater Stencil	200	
-	-	-	055-5500-000.54-00	ADVERTISING		-
47	97	1,245	055-5500-000.55-00	PRINTING AND BINDING		1,245
				Vehicle Logos and decals	400	
				Construction Plans	500	
				Vehicle Inspection Reports	150	
				Business Cards/Envelopes	195	
16,270	16,877	21,050	055-5500-000.57-00	PERMITS		21,050
				Annual WQ Fee NPDES permit	20,000	
				WW Oper. Cert. Support Fee (State of OR)	900	
				Haz substance fee	150	
354	1,764	1,980	055-5500-000.58-10	TRAVEL, FOOD & LODGING		1,980
				OUCU/ Aqua meetings	530	

City of The Dalles, Oregon Fiscal Year 2020-21 Budget

					150	
					1,300	
4,618	8,668	15,353				14,783
				Employee/Eng/Safety Officer/Office Training	13,983	
				Flagging	400	
				First Aid/CPR Training	400	
				Crane Training	-	
2,968	3,531	5,229	055-5500-000.58-70	MEMBERSHIPS/DUES/SUBS		5,421
				APWA Membership Dues	203	
				ASCE	200	
				CDL Medical Exams	818	
				Water Certifications/Renewals	2,400	
				Local OUCC Dues	20	
				Nat. Soc. for PE's	100	
				OAWU- Associate Member	475	
				OR-ACWA Dues	700	
				OSBELLS	65	
				TD Chronicle	40	
				PE License (1/3)	200	
				Water Env. Federation	200	
2,649	2,328	3,463	055-5500-000.60-10	OFFICE SUPPLIES		3,480
				Office Supplies/toner	2,680	
				Copy Paper	800	
3,533	3,528	4,280	055-5500-000.60-20	JANITORIAL SUPPLIES		4,280
				Cintas	3,500	
				Cleaning supplies	780	
3,442	4,849	3,885	055-5500-000.60-80	CLOTHING		4,028
				Clothing Allowance	2,643	
				Rubber Boots Steel Toe	685	
				Rain Gear	700	
5,598	7,976	8,726	055-5500-000.60-85	SPECIAL DEPT SUPPLIES		9,946
				First Aid/Safety Supplies	1,650	
				Personal Protection Equipment	4,603	
				Safety Toe Boots	2,843	
				Safety Vests	650	
				Hearing/Respirator tests/ HBV Vaccine	200	
2,346	7,205	10,100	055-5500-000.60-86	CHEMICAL/LAB SUPPLIES		10,100
				Vector Control	500	
				Sanitary/Storm Monitoring/Dye	200	
				Absorbants for spills	1,100	
				Bioassy/Hazmat Testing	8,100	
				H2S reagents	200	
32,111	35,265	92,125	055-5500-000.60-87	STREET CONST SUPPLIES		90,875
				Construction Signs/Cones/Barricades	3,600	
				Asphalt Hot Mix/Cold Mix	40,600	
				Rock/Concrete	46,675	
96	126	1,223	055-5500-000.64-10	BOOKS AND PERIODICALS		1,223
				Manuals	933	
				City Directory	90	
				Certification Study Material	200	
-	1,178	25,218	055-5500-000.64-80	COMPUTER SOFTWARE		23,383
				WWC	3,200	
				Lucity	18,200	
				MS Office for computers in 6980	983	
				Engineering Software	1,000	
-	-	-	055-5500-000.69-50	MISCELLANEOUS EXPENSES		-
9,281	15,933	12,064	055-5500-000.69-80	ASSETS < \$5000		7,570
				Survey equipment	1,000	
				Computers/Printers	5,201	
				Furniture/Map files	1,369	
				Confined space equipment	-	
1,599,966	1,685,439	1,945,676		TOTAL MATERIALS AND SERVICES		1,954,449
12,543	2,806	5,000	055-5500-000.72-20	BUILDINGS		41,000
				Back Up GENSET PW (1/3)	41,000	
-	-	-	055-5500-000.73-30	IMPRVMTS OTHER THAN BLDGS		3,000
				Personnel-gate crash bars (1/3)	3,000	
-	6,456	-	055-5500-000.74-10	MACHINERY		7,600
				Big Barrier Grabber (1/3)	1,767	
				Self Propelled Concrete Saw (1/3)	2,833	
				Boss Plow (1/2)	3,000	
			055-5500-000.74-20	VEHICLES		7,500
				Dump Trailer	7,500	
-	90,104	-	055-5500-000.74-80	PUMPS		-
7,150	49,406	30,000	055-5500-000.74-90	EQUIPMENT, OTHER		72,500
				Mini Split in Lab HVAC (2)	7,500	
				Auto Valve for GBT Feed (1)	10,000	
				PLC Upgrades (3)	35,000	
				RAS, WAS, TWAS Flow Meter (1)	20,000	
				Effluent Flow Meter (4) If possible this year	-	
-	-	-	055-5500-000.75-10	CAPITAL PROJECTS		-

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

15,347	267	97,000	055-5500-000.76-30	SEWER LINES		25,000	25,000
				9TH St 464 feet East	25,000		
12,017	22,893	18,000	055-5500-000.76-40	STORMWATER COLL IMPROVMTS			18,000
				Lincoln: 9th to 10th	18,000		
47,057	171,932	150,000		TOTAL CAPITAL OUTLAY			174,600
2,841,446	3,073,825	3,444,125		TOTAL WASTEWATER OPERATIONS			3,571,939
				OTHER USES			
312,305	334,914	384,594	055-9500-000.81-01	TO GENERAL FUND			368,072
151,871	152,299	154,803	055-9500-000.81-05	TO STREET FUND			155,241
120,000	265,785	200,000	055-9500-000.81-09	TO PUBLIC WKS RESRV FUND			250,000
-	-	4,166	055-9500.550.81-10	TO UNEMPLOYMENT FUND			4,306
59,932	60,011	60,010	055-9500-000.81-43	TO FFCO 2008 DEBT SVC FUND			59,932
245,000	548,000	1,343,605	055-9500-000.81-56	TO SEWER SPCL RESRV FUND			245,000
				For Sanitary Sewer projects	-		
				For Stormwater Master Plan projects	245,000		
1,794,512	800,000	1,250,000	055-9500-000.81-57	PLANT CONSTRUCTION.DEBT			1,211,472
2,683,620	2,161,009	3,397,178		TOTAL OPERATING TRANSFERS OUT			2,294,023
-	-	119,459	055-9500-000.88-00	CONTINGENCY			162,852
-	-	119,459		TOTAL CONTINGENCY			162,852
2,683,620	2,161,009	3,516,637		TOTAL OTHER USES			2,456,875
5,525,066	5,234,834	6,960,762		GRAND TOTAL WASTEWATER FUND EXPENSES			6,028,814
665,882	1,212,802	-		TOTAL WASTEWATER FUND - REVENUES LESS EXPENSES			-

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18	FY18/19	FY19/20		Account	FY20/21	FY20/21	FY20/21
Actual	Actual	Budget	Account Number	Description	Proposed	Approved	Adopted
					Budget	Budget	Budget
				SEWER SPECIAL RESERVE FUND 056			
				REVENUES			
3,151,122	1,491,303	1,303,706	056-0000-300.00-00	BEGINNING BALANCE	4,803,564	4,803,564	4,803,564
-	-	-	056-0000-330.00-00	INTERGOVERNMENTAL REVENUE	-	-	-
132,044	201,567	39,358	056-0000-344.20-00	CONNECT CHRGS/ SW SDC	53,670	53,670	53,670
136,097	46,015	7,524	056-0000-344.20-10	CONNECT CHRGS/ STORM WA SDC	10,260	10,260	10,260
-	-	-	056-0000-344.20-20	REIMBURSMENT DISTRICT PMTS	-	-	-
40,975	43,372	30,000	056-0000-361.00-00	INTEREST REVENUES	60,000	60,000	60,000
-	10,599	-	056-0000-369.00-00	OTHER MISC REVENUES	-	-	-
-	-	-	056-0000-391.53-00	WATER CAPITAL RESERVE FUND	-	-	-
245,000	548,000	1,343,605	056-0000-391.55-00	WASTEWATER UTILITY FUND	245,000	245,000	245,000
3,705,238	2,340,856	2,724,193		TOTAL SEWER SPECIAL RESERVE FUND REVENUES	5,172,494	5,172,494	5,172,494
-	-	-	056-5600-000.71-10	LAND-SEWER SPECIAL RESERVE	-	-	-
-	-	-	056-5600-000.74-80	PUMPS	-	-	-
-	-	-	056-5600-000.75-10	CAPITAL PROJECTS	-	-	-
851,696	978,669	1,758,347	056-5600-000.76-30	SEWER LINES	3,227,439	3,227,439	3,227,439
980,081	51,532	958,860	056-5600-000.76-40	STORM WATER IMPROVEMENTS	1,238,000	1,238,000	1,238,000
-	-	-	056-5600-000.78-99	FUTURE CAPITAL PROJECTS	-	-	-
1,831,777	1,030,201	2,717,207		TOTAL CAPITAL OUTLAY	4,465,439	4,465,439	4,465,439
1,831,777	1,030,201	2,717,207		TOTAL SEWER SPECIAL RESERVE FUND OPERATIONS	4,465,439	4,465,439	4,465,439
				OTHER USES			
-	-	-	056-9500-000.81-37	TO CAPITAL PROJECT FUND	-	-	-
7,158	6,949	6,986	056-9500-000.81-44	TO 2009 FFCD DEBT SVC FUND	7,055	7,055	7,055
375,000	-	-	056-9500-000.81-57	TO SW PLANT CONSTC FUND	700,000	700,000	700,000
382,158	6,949	6,986		TOTAL OPERATING TRANSFERS OUT	707,055	707,055	707,055
382,158	6,949	6,986		TOTAL OTHER USES	707,055	707,055	707,055
2,213,935	1,037,150	2,724,193		GRAND TOTAL SEWER SPECIAL RESERVE FUND EXPENSES	5,172,494	5,172,494	5,172,494
1,491,303	1,303,706	-		SEWER SPECIAL RESERVE FUND - REVENUE LESS EXPENSES	-	-	-

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	Line Item Detail	FY20/21 Adopted Budget
SEWER SPECIAL RESERVE FUND 056						
REVENUES						
3,151,122	1,491,303	1,303,706	056-0000-300.00-00	BEGINNING BALANCE		4,803,564
-	-	-	056-0000-330.00-00	INTERGOVERNMENTAL REVENUE		-
132,044	201,567	39,358	056-0000-344.20-00	CONNECT CHRGS/ SW SDC		53,670
136,097	46,015	7,524	056-0000-344.20-10	CONNECT CHRGS/ STORM WA SDC		10,260
-	-	-	056-0000-344.20-20	REIMBURSEMENT DISTRICT PMTS		-
40,975	43,372	30,000	056-0000-361.00-00	INTEREST REVENUES		60,000
-	10,599	-	056-0000-369.00-00	OTHER MISC REVENUES		-
-	-	-	056-0000-391.53-00	WATER CAPITAL RESERVE FUND		-
245,000	548,000	1,343,605	056-0000-391.55-00	WASTEWATER UTILITY FUND		245,000
3,705,238	2,340,856	2,724,193	TOTAL SEWER SPECIAL RESERVE FUND REVENUES			5,172,494
EXPENDITURES						
-	-	-	056-5600-000.71-10	LAND-SEWER SPECIAL RESERVE		-
-	-	-	TOTAL MATERIALS & SERVICES			-
-	-	-	056-5600-000.74-80	PUMPS		-
-	-	-	056-5600-000.75-10	CAPITAL PROJECTS		-
851,696	978,669	1,758,347	056-5600-000.76-30	SEWER LINES		3,227,439
				W 2nd St Sanitary (Rates + SDCs) Ph. 2	1,007,000	
				I84 Under Crossing	1,170,000	
				Slip Line Projects	400,000	
				Future sewer projects	650,439	
980,081	51,532	958,860	056-5600-000.76-40	STORM WATER IMPROVEMENTS		1,238,000
				W 2nd St Stormwater (Stm water fees + SDCs)Ph.2	988,000	
				Liberty Way Storm	250,000	
-	-	-	056-5600-000.78-99	FUTURE CAPITAL PROJECTS		-
1,831,777	1,030,201	2,717,207	TOTAL CAPITAL OUTLAY			4,465,439
1,831,777	1,030,201	2,717,207	TOTAL SEWER SPECIAL RESERVE FUND OPERATIONS			4,465,439
OTHER USES						
7,158	6,949	6,986	056-9500-000.81-44	TO 2009 FFCO DEBT SVC FUND		7,055
375,000			056-9500-000.81-57	TO SW PLANT CONSTC FUND		700,000
382,158	6,949	6,986	TOTAL OPERATING TRANSFERS OUT			707,055
382,158	6,949	6,986	TOTAL OTHER USES			707,055
2,213,935	1,037,150	2,724,193	GRAND TOTAL SEWER SPECIAL RESERVE FUND EXPENSES			5,172,494
1,491,303	1,303,706	-	SEWER SPECIAL RESERVE FUND - REVENUE LESS EXPENSES			-

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	FY20/21 Proposed Budget	FY20/21 Approved Budget	FY20/21 Adopted Budget
SEWER PLANT CONSTRUCTION / DEBT SERVICE FUND 057							
REVENUES							
5,522,249	2,832,110	882,102	057-0000-300.00-00	BEGINNING BALANCE	495,770	495,770	495,770
-	-	-	057-0000-335.57-00	STATE GRANT REVENUE - Renewal Power Generation Grants	-	-	-
1,433,927	496,071	-	057-0000-331.90-00	FEDERAL GRANTS (SRF Loan)	-	-	-
53,321	42,416	20,000	057-0000-361.00-00	INTEREST REVENUES	5,000	5,000	5,000
1,794,512	800,000	1,250,000	057-0000-391.55-00	WASTEWATER UTILITY FUND	1,211,472	1,211,472	1,211,472
375,000	-	-	057-0000-391.56-00	WASTEWATER CAPITAL FUND	700,000	700,000	700,000
230,929	-	-	057-0000-391.58-00	TRANSFER IN FROM WASTEWATER REV BOND	-	-	-
5,964,474	-	-	057-0000-391.59-00	TRANSFER IN FROM UTILITY REV BOND	-	-	-
-	-	-	057-0000-393.10-00	LOAN/BOND PROCEEDS	-	-	-
15,374,413	4,170,597	2,152,102	TOTAL SEWER PLANT CONTS/DEBT SVC REVENUES		2,412,242	2,412,242	2,412,242
-	-	-	057-5700-000.71-10	LAND	-	-	-
-	-	-	057-5700-000.72-20	BUILDINGS	-	-	-
-	-	-	057-5700-000.73-50	CONSTRUCTION CONTRACTS	-	-	-
-	-	-	057-5700-000.74-10	MACHINERY	-	-	-
-	-	200,000	057-5700-000.74-90	EQUIPMENT, OTHER	-	-	-
9,487,826	2,534,091	1,016,454	057-5700-000.75-10	CAPITAL PROJECTS	1,477,288	1,477,288	1,477,288
-	-	-	057-5700-000.76-30	SEWER LINES	-	-	-
9,487,826	2,534,091	1,216,454	TOTAL CAPITAL OUTLAY		1,477,288	1,477,288	1,477,288
9,487,826	2,534,091	1,216,454	TOTAL SEWER PLANT CONST/DEBT SVC OPERATIONS		1,477,288	1,477,288	1,477,288
DEBT SERVICE							
-	-	59,798	057-5700-000.79-30	To 2017 CWSRF(CLEAN WATER LOAN) PRINCIPAL	62,399	62,399	62,399
-	25,006	37,434	057-5700-000.79-40	To 2017 CWSRF (CLEAN WATER LOAN) INTEREST	34,229	34,229	34,229
-	25,006	97,232	TOTAL DEBT SERVICE		96,628	96,628	96,628
2,549,319	-	-	057-9500-000.81-58	DEBT SERVICE FUND	-	-	-
505,158	837,216	838,416	057-9500-000.81-59	TO UTILITY REVENUE BOND	838,326	838,326	838,326
3,054,476	837,216	838,416	TOTAL OPERATING TRANSFERS OUT		838,326	838,326	838,326
3,054,476	837,216	838,416	TOTAL OTHER USES		934,954	934,954	838,326
12,542,302	3,396,313	2,152,102	GRAND TOTAL SEWER PLANT CONSTRUCTION EXPENSES		2,412,242	2,412,242	2,412,242
2,832,110	774,284	-	SEWER PLANT CONSTRUCTION FUND - REVENUES LESS EXPENSES		-	-	-

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	Line Item Detail	FY20/21 Adopted Budget
SEWER PLANT CONSTRUCTION FUND 057						
REVENUES						
5,522,249	2,832,110	882,102	057-0000-300.00-00	BEGINNING BALANCE		495,770
-	-	-	057-0000-335.57-00	STATE GRANT REVENUE - Renewal Power Generation Grants		-
1,433,927	496,071	-	057-0000-331.90-00	FEDERAL GRANTS (SRF Loan)		-
53,321	42,416	20,000	057-0000-361.00-00	INTEREST REVENUES		5,000
1,794,512	800,000	1,250,000	057-0000-391.55-00	WASTEWATER UTILITY FUND		1,211,472
375,000	-	-	057-0000-391.56-00	WASTEWATER CAPITAL FUND		700,000
230,929	-	-	057-0000-391.58-00	TRANSFER IN FROM WASTEWATER REV BOND		-
5,964,474	-	-	057-0000-391.59-00	TRANSFER IN FROM UTILITY REV BOND		-
-	-	-	057-0000-393.10-00	LOAN/BOND PROCEEDS		-
15,374,413	4,170,597	2,152,102	TOTAL SEWER PLANT CONTS/DEBT SVC REVENUES			2,412,242
-	-	200,000	057-5700-000.74-90	EQUIPMENT, OTHER		-
9,487,826	2,534,091	1,016,454	057-5700-000.75-10	CAPITAL PROJECTS		1,477,288
				Wastewater Treatment Plant improvements	1,477,288	
9,487,826	2,534,091	1,216,454	TOTAL CAPITAL OUTLAY			1,477,288
9,487,826	2,534,091	1,216,454	TOTAL SEWER PLANT CONST/DEBT SVC OPERATIONS			1,477,288
DEBT SERVICE						
-	-	59,798	057-5700-000.79-30	To 2017 CWSRF(CLEAN WATER LOAN) PRINCIPAL		62,399
-	25,006	37,434	057-5700-000.79-40	To 2017 CWSRF (CLEAN WATER LOAN) INTEREST		34,229
-	25,006	97,232	TOTAL DEBT SERVICE			96,628
2,549,319	-	-	057-9500-000.81-58	DEBT SERVICE FUND		-
505,158	837,216	838,416	057-9500-000.81-59	TO UTILITY REVENUE DEBT SVC FUND		838,326
				2003 WW Revenue Bond refund	533,590	
				2018 WW Revenue Bond new monies	304,736	
3,054,477	837,216	838,416	TOTAL OPERATING TRANSFERS OUT			838,326
3,054,477	837,216	838,416	TOTAL OTHER USES			838,326
12,542,303	3,396,313	2,152,102	GRAND TOTAL SEWER PLANT CONSTRUCTION EXPENSES			2,412,242
2,832,110	774,284	-	SEWER PLANT CONSTRUCTION FUND - REVENUES LESS EXPENSES			-

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

Fund: Airport (061)
Department: Airport (6100)
Program: Airport Operations (000)

Mission

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

Description

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

2020-2021 Goals, Projects and Highlight

- Secure funding for construction of new \$1 million fuel farm
- Construction of hydro cooling and cold storage facility in partnership with Pacific Coast Cherry Packers in business park
- Secure funding for construction of \$1 million training hangar for Columbia Gorge Community College aviation technician training program
- Work with private party to build additional 11-unit T hangars
- Develop and implement airport marketing strategy including new website
- Design and construct water system upgrade for terminal complex
- Coordinate with Washington State Legislature to remove \$13,000 property taxes

2019-2020 Accomplishments/Comments

- North Apron Rehabilitation and Taxiway Improvement construction completed with \$1.8 million FAA grant along with \$150,000 Oregon COAR grant
- Constructed Alternate Operations Area (AOA)
- Received FAA Part 163 authorization for development of all non-aviation parcels in airport business park
- Installed new \$15,000 QT Pod fuel card terminal on fuel island
- Completed construction of drainage pond for new hangars

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

- Completion of 3 new aviation hangars in partnership with Tac Aero
- Held fifth annual Fly-In

Major Issues to be resolved in the next five years

- Financial sustainability of airport operations
- Design and construction of south apron rehabilitation and taxiway improvement
- Airport master plan update and AGIS study
- Construction of larger capacity and more efficient above ground fuel farm
- Decommission of in-ground fuel tanks
- Charter or taxi air services
- Construct new airport terminal with small conference space
- Obtain FAA approval for rehabilitation of Runway 7/25

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget
Airport Fund Summary**

FY17/18	FY18/19	FY19/20		FY20/21	FY20/21	FY20/21
<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Account Description</u>	<u>Proposed Budget</u>	<u>Approved Budget</u>	<u>Adopted Budget</u>
1,391,366	27,111	343,666	BEGINNING BALANCE	543,498	543,498	543,498
507,718	669,309	2,314,683	REVENUES	1,101,361	1,101,361	1,101,361
66,562	92,565	70,800	OTHER SOURCES	130,000	130,000	130,000
1,965,646	788,985	2,729,149	TOTAL RESOURCES	1,774,859	1,774,859	1,774,859
1,870,097	470,298	2,293,179	AIRPORT	1,384,929	1,384,929	1,384,929
1,870,097	470,298	2,293,179	TOTAL EXPENDITURES	1,384,929	1,384,929	1,384,929
-	-	-	CHARGES FOR SERVICES	-	-	-
68,437	-	-	TRANSFER OUT	3,974	3,974	3,974
-	-	435,970	CONTINGENCY	385,956	385,956	385,956
-	-	-	UNAPPROPRIATED ENDING BAL	-	-	-
68,437	-	435,970	TOTAL OTHER USES	389,930	389,930	389,930
1,938,534	470,298	2,729,149	TOTAL EXPENDS & OTHER USES	1,774,859	1,774,859	1,774,859
27,111	318,687	-	FUND TOTAL	-	-	-
-	-	-		-	-	-

City of The Dalles, Oregon Fiscal Year 2020-21 Budget

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	FY20/21 Proposed Budget	FY20/21 Approved Budget	FY20/21 Adopted Budget
AIRPORT FUND 061							
REVENUES							
1,391,366	27,111	343,666	061-0000-300.00-00	BEGINNING BALANCE	543,498	543,498	543,498
65,000	65,000	65,000	061-0000-330.00-00	INTERGOVERNMENTAL REV	65,000	65,000	65,000
-	1,480	-	061-0000-330.10-00	OTHER WA	-	-	-
-	-	100,000	061-0000-330.15-00	OTHER OR	-	-	-
95,312	-	1,800,000	061-0000-331.20-00	FEDERAL GRANTS-FAA	800,000	800,000	800,000
200,000	425,000	-	061-0000-331.90-00	FEDERAL GRANTS-MISC	-	-	-
-	-	-	061-0000-334.80-00	WASHINGTON STATE GRANTS	-	-	-
-	1,000	150,000	061-0000-334.90-00	STATE GRANTS, OTHER	50,000	50,000	50,000
7,439	-	2,500	061-0000-341.90-00	MISC SALES & SVCS	2,500	2,500	2,500
9,626	16,962	11,500	061-0000-347.00-00	AVIATION FUEL SALES	13,000	13,000	13,000
1,547	15,237	8,345	061-0000-361.00-00	INTEREST REVENUES	8,450	8,450	8,450
128,793	144,630	177,338	061-0000-363.50-00	PROPERTY RENTALS	162,411	162,411	162,411
1,562	25,565	5,800	061-0000-369.00-00	OTHER MISC REVENUES	15,000	15,000	15,000
65,000	67,000	65,000	061-0000-391.01-00	GENERAL FUND	115,000	115,000	115,000
-	-	-	061-0000-392.00-00	SALE OF FIXED ASSETS	-	-	-
-	-	-	061-0000-393.10-00	LOAN/BOND PROCEEDS	-	-	-
1,965,646	788,985	2,729,149	TOTAL AIRPORT FUND REVENUES		1,774,859	1,774,859	1,774,859
EXPENSES							
16,475	3,911	1,200	061-6100-000.31-10	CONTRACTUAL SERVICES	1,300	1,300	1,300
114,141	115,770	117,534	061-6100-000.31-90	CONTRACTUAL SVC - OTHER	121,179	121,179	121,179
-	7,550	6,050	061-6100-000.32.10	AUDITING SERVICES	5,500	5,500	5,500
-	-	1,000	061-6100-000.34.10	ENGINEERING SVC	1,000	1,000	1,000
9,039	7,150	9,300	061-6100-000.41-10	WATER & SEWER	9,300	9,300	9,300
176	21	250	061-6100-000.41-20	GARBAGE SERVICES	250	250	250
14,946	9,567	10,000	061-6100-000.41-40	ELECTRICITY	10,000	10,000	10,000
18,280	15,913	20,000	061-6100-000.43-10	BUILDINGS AND GROUNDS	20,000	20,000	20,000
606	-	1,000	061-6100-000.43-45	JOINT USE OF LABOR	1,000	1,000	1,000
6,441	6,627	6,500	061-6100-000.43-50	VEHICLES - REPAIR/MAINT	6,500	6,500	6,500
2,178	2,647	2,200	061-6100-000.43-51	GAS/OIL/DIESEL	2,700	2,700	2,700
9,626	20,539	13,000	061-6100-000.46-10	PROPERTY TAXES	13,000	13,000	13,000
8,080	8,127	9,500	061-6100-000.52-10	LIABILITY INSURANCE	9,700	9,700	9,700
11,929	10,314	13,000	061-6100-000.52-30	PROPERTY INSURANCE	14,000	14,000	14,000
285	298	300	061-6100-000.53-20	POSTAGE	300	300	300
3,100	1,968	1,800	061-6100-000.53-30	TELEPHONE	1,800	1,800	1,800
-	101	250	061-6100-000.53-40	LEGAL NOTICES	250	250	250
1,616	1,005	10,000	061-6100-000.54-00	ADVERTISING	10,000	10,000	10,000
1,094	959	1,000	061-6100-000.57-00	PERMITS	1,000	1,000	1,000
679	2,312	2,000	061-6100-000.58-10	TRAVEL, FOOD & LODGING	2,000	2,000	2,000
1,115	1,125	1,800	061-6100-000.58-50	TRAINING AND CONFERENCES	1,800	1,800	1,800
491	816	500	061-6100-000.58-70	MEMBERSHIPS/DUES	550	550	550
653	781	750	061-6100-000.60-10	OFFICE SUPPLIES	800	800	800
17,406	2,676	1,000	061-6100-000.69-50	MISCELLANEOUS EXP	1,000	1,000	1,000
3,412	-	4,500	061-6100-000.69-80	ASSETS < \$5000	-	-	-
241,768	220,177	234,434	TOTAL MATERIALS AND SERVICES		234,929	234,929	234,929
-	-	100,000	061-6100-000.72-20	BUILDINGS	100,000	100,000	100,000
1,561,706	-	-	061-6100-000.72-30	BUILDINGS-HANGER	-	-	-
66,623	250,121	1,958,745	061-6100-000.73-30	IMPROVEMENTS OTHER	995,000	995,000	995,000
-	-	-	061-6100-000.74-10	MACHINERY	55,000	55,000	55,000
1,628,329	250,121	2,058,745	TOTAL CAPITAL OUTLAY		1,150,000	1,150,000	1,150,000
1,870,097	470,298	2,293,179	TOTAL AIRPORT OPERATIONS EXPENSES		1,384,929	1,384,929	1,384,929
68,437	-	-	061-9500-000.81-62	TO AIRPORT DEBT SERVICE	3,974	3,974	3,974
68,437	-	-	TOTAL OPERATING TRANSFERS OUT		3,974	3,974	3,974
-	-	435,970	061-9500-000.88-00	CONTINGENCY	385,956	385,956	385,956
-	-	435,970	TOTAL CONTINGENCY		385,956	385,956	385,956
68,437	-	435,970	TOTAL OTHER USES		389,930	389,930	389,930
1,938,534	470,298	2,729,149	GRAND TOTAL AIRPORT FUND EXPENSES		1,774,859	1,774,859	1,774,859
27,111	318,687	-	TOTAL AIRPORT FUND - REVENUES LESS EXPENSES		-	-	-

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	Line Item Detail	FY20/21 Adopted Budget
AIRPORT FUND 061						
REVENUES						
1,391,366	27,111	343,666	061-0000-300.00-00	BEGINNING BALANCE		543,498
				Current Year Beginning Balance	318,689	
				Current Year Revenues	1,379,883	
				Current Year Expenditures	1,213,574	
65,000	65,000	65,000	061-0000-330.00-00	INTERGOVERNMENTAL REV		65,000
				Klicitat County share of Airport Funding	65,000	
-	1,480	-	061-0000-330.10-00	OTHER WA		-
				Klicitat County contribution (not a loan)		
-	-	100,000	061-0000-330.15-00	OTHER OR		-
				City's share of the match with Klickitat		
95,313	-	1,800,000	061-0000-331.20-00	FEDERAL GRANTS-FAA		800,000
				N.Apron Rehabilitation		
200,000	425,000	-	061-0000-331.90-00	FEDERAL GRANTS-MISC		-
-	-	-	061-0000-334.80-00	WASHINGTON STATE GRANTS		-
-	1,000	150,000	061-0000-334.90-00	OREGON STATE GRANTS		50,000
7,439	-	2,500	061-0000-341.90-00	MISC SALES & SVCS		2,500
				Average of potential lease income from forest fighting equipment temporarily based at the airport or other unusual airport activities that generate revenues.		
9,626	16,962	11,500	061-0000-347.00-00	AVIATION FUEL SALES		13,000
				Fuel sales from FBO flowage fee sliding scale based on total annual gallons sold		
1,547	15,237	8,345	061-0000-361.00-00	INTEREST REVENUES		8,450
128,793	144,630	177,338	061-0000-363.50-00	PROPERTY RENTALS		162,411
				Total Property Rental Revenue minus debt service (FY 19/20 Project Revenue 345,590.82 - FY 19/20 \$168,253 debt		
1,562	25,565	5,800	061-0000-369.00-00	OTHER MISC REVENUES		15,000
				FY19/20 Revenue is primarily from the rent of the closed runway such as Team Oregon for mortorcycle training and other activities on the runway.		
65,000	67,000	65,000	061-0000-391.01-00	GENERAL FUND		115,000
				City's share of the match with Klickitat County to fund airport	65,000	
				additional funding for purchase of fuel tank	50,000	
-	-	-	061-0000-392.00-00	SALE OF FIXED ASSETS		-
1,965,646	788,985	2,729,149	TOTAL AIRPORT FUND REVENUES			1,774,859
EXPENSES						
16,475	3,911	1,200	061-6100-000.31-10	CONTRACTUAL SERVICES		1,300
				Internet Services		
114,141	115,770	117,534	061-6100-000.31-90	CONTRACTUAL SVC - OTHER		121,179
				19/20 \$117,534.00, Contract stipulate increase based on CPI. 12 month CPI in 2018 was 3.1		
				Airport management base amount		
-	7,550	6,050	061-6100-000.32-10	AUDITING SERVICES		5,500
	-	1,000	061-6100-000.34-10	ENGINEERING SVC		1,000
9,039	7,150	9,300	061-6100-000.41-10	WATER & SEWER		9,300
176	21	250	061-6100-000.41-20	GARBAGE SERVICES		250
14,946	9,567	10,000	061-6100-000.41-40	ELECTRICITY		10,000
18,280	15,913	20,000	061-6100-000.43-10	BUILDINGS AND GROUNDS		20,000
				Additional 35 acres to maintain in the Business Park; maintenance of all hangars and grounds, including the fuel storage and dispencing island.	10,000	
				Special Project: Otis Roof Leak	500	
				Special Project: Shears Ceiling Repair	2,000	
				Special Project: AAE Hangar Lights	2,500	
				Special Project: Security Fencing	5,000	
606	-	1,000	061-6100-000.43-45	JOINT USE OF LABOR		1,000
				Assistance from Public Works		
6,441	6,627	6,500	061-6100-000.43-50	VEHICLES - REPAIR/MAINT		6,500

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	Line Item Detail	FY20/21 Adopted Budget
				Equipment in use: Kubota Tractor Ford Tractor/Weed Sprayer Flail Mower Road Grader Lawn Mower Harlan Tug Dump Truck/Snow Plow Some pieces of equip are not running, so need to get them in running order.		
2,178	2,647	2,200	061-6100-000.43-51	GAS/OIL/DIESEL		2,700
				35 acres in Business Park & increase in snow removal expenses for Life Flight & other tenants		
9,626	20,539	13,000	061-6100-000.46-10	PROPERTY TAXES		13,000
				One-half of the property taxes		
8,080	8,127	9,500	061-6100-000.52-10	LIABILITY INSURANCE		9,700
11,929	10,314	13,000	061-6100-000.52-30	PROPERTY INSURANCE		14,000
				Will increase with new hangars & AOA		
285	298	300	061-6100-000.53-20	POSTAGE		300
3,100	1,968	1,800	061-6100-000.53-30	TELEPHONE		1,800
-	101	250	061-6100-000.53-40	LEGAL NOTICES		250
1,616	1,005	10,000	061-6100-000.54-00	ADVERTISING		10,000
				Updated Website and business park		
1,094	959	1,000	061-6100-000.57-00	PERMITS		1,000
				Business Park		
679	2,312	2,000	061-6100-000.58-10	TRAVEL, FOOD & LODGING		2,000
				Trade Shows and WA/OR Airport Manager Associations		
1,115	1,125	1,800	061-6100-000.58-50	TRAINING AND CONFERENCES		1,800
				Registrations for FAA, WA/OR Dept of Aviation Conferences and WA/OR Aviation Industry conferences		
491	816	500	061-6100-000.58-70	MEMBERSHIPS/DUES		550
				Airport associations		
653	781	750	061-6100-000.60-10	OFFICE SUPPLIES		800
17,406	2,676	1,000	061-6100-000.69-50	MISCELLANEOUS EXP		1,000
3,412	-	4,500	061-6100-000.69-80	ASSETS < \$5000		-
				For items costing less than \$5,000 but having a life over 1 year that do not add value to a capital asset		
241,768	220,177	234,434	TOTAL MATERIALS AND SERVICES			234,929
-	-	100,000	061-6100-000.72-20	BUILDINGS		100,000
				Lighting for AAE Hangar		
1,561,706	-	-	061-6100-000.72-30	BUILDINGS-HANGAR		-
66,623	250,121	1,958,745	061-6100-000.73-30	IMPROVEMENTS OTHER		995,000
				Tarmac Rehab	850,000	
				Pavement management program	20,000	
				Engineering Main Water Line Distribution System	15,000	
				Construction of Main Water Line Dist. System	60,000	
				fuel tank	50,000	
-	-	-	061-6100-000.74-10	MACHINERY		55,000
				Power Generator	20,000	
				Building Switch Plate	35,000	
1,628,329	250,121	2,058,745	TOTAL CAPITAL OUTLAY			1,150,000
1,870,097	470,298	2,293,179	TOTAL AIRPORT OPERATIONS EXPENSES			1,384,929
68,437	-	-	061-9500-000.81-62	TO AIRPORT DEBT SERVICE		3,974
68,437	-	-	TOTAL OPERATING TRANSFERS OUT			3,974
-	-	435,970	061-9500-000.88-00	CONTINGENCY		385,956
-	-	435,970	TOTAL CONTINGENCY			385,956

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	Line Item Detail	FY20/21 Adopted Budget
68,437	-	435,970		TOTAL OTHER USES		389,930
1,938,534	470,298	2,729,149		GRAND TOTAL AIRPORT FUND EXPENSES		1,774,859
27,111	318,687	-		TOTAL AIRPORT FUND - REVENUES LESS EXPENSES		0

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget
Capital Improvement
Fund Summary**

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Revenue/Cost Centers	FY20/21 Proposed Budget	FY20/21 Approved Budget	FY20/21 Adopted Budget
808,147	834,866	840,170	BEGINNING BALANCE	865,625	865,625	865,625
186,272	249,811	178,745	REVENUES	166,095	166,095	166,095
-	-	-	OTHER SOURCES	10,000	10,000	10,000
994,418	1,084,677	1,018,915	TOTAL RESOURCES	1,041,720	1,041,720	1,041,720
-	-	472,046	SPECIAL ASSESSMENTS FUND	466,500	466,500	466,500
34,776	85,864	329,202	CAPITAL PROJECTS FUND	451,446	451,446	451,446
34,776	85,864	801,248	TOTAL EXPENDITURES	917,946	917,946	917,946
124,776	121,708	217,667	TRANSFER OUT	123,774	123,774	123,774
-	-	-	CONTINGENCY	-	-	-
-	-	-	UNAPPROPRIATED ENDING BAL	-	-	-
124,776	121,708	217,667	TOTAL OTHER USES	123,774	123,774	123,774
159,552	207,572	1,018,915	TOTAL EXPENDS & OTHER USES	1,041,720	1,041,720	1,041,720
834,866	877,105	-	FUND TOTAL	-	-	-

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

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

Description

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

2020-21 Goals, Projects, and Highlights

- No LIDs are currently planned for FY20/21.
- Pursue payment of nuisance abatements.
- 50/50 Sidewalk Program to be established for FY2020-21

2019-20 Accomplishments/Comments

- Foreclosed on long term delinquent abatement assessments.
- Pepsi paid off on LIDS in 2019-20

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 2020-21 Budget**

FY17/18	FY18/19	FY19/20		Account	FY20/21	FY20/21	FY20/21
Actual	Actual	Budget	Account Number	Description	Proposed	Approved	Adopted
					Budget	Budget	Budget
				SPECIAL ASSESSMENT FUND 036			
				REVENUES			
565,598	535,675	505,514	036-0000-300.00-00	BEGINNING BALANCE	525,905	525,905	525,905
25,926	26,479	26,000	036-0000-318.20-00	NW NATURAL GAS FRANCHISE FEES	26,500	26,500	26,500
9,124	13,743	12,100	036-0000-361.00-00	INTEREST REVENUES	15,500	15,500	15,500
-	-	1,000	036-0000-369.00-00	OTHER MISC. REVENUES	1	1	1
33,696	98,851	21,248	036-0000-370.10-00	PRINCIPAL-NONBONDED	8,211	8,211	8,211
16,797	12,281	19,123	036-0000-370.20-00	INTEREST-NONBONDED	4,333	4,333	4,333
651,141	687,029	584,985		TOTAL SPECIAL ASSESSMENTS FUND REVENUES	580,450	580,450	580,450
				EXPENDITURES			
-	-	1,000	036-3600-000.31-25	ABATEMENTS	1,000	1,000	1,000
-	-	25,000	036-3600-000.31-80	CORNER LOT RELIEF	26,500	26,500	26,500
-	-	-	036-3600-000.31-95	REFUNDS	-	-	-
-	-	-	036-3600-000.32-20	SPECIAL LEGAL SERVICES	-	-	-
-	-	600	036-3600-000.53-20	POSTAGE	600	600	600
-	-	200	036-3600-000.53-40	LEGAL NOTICES	200	200	200
-	-	-	036-3600-000.69-50	MISCELLANEOUS EXP	-	-	-
-	-	26,800		TOTAL MATERIALS AND SERVICES	28,300	28,300	28,300
-	-	445,246	036-3600-000.75-10	CAPITAL PROJECTS LIDS	438,200	438,200	438,200
-	-	445,246		TOTAL CAPITAL OUTLAY	438,200	438,200	438,200
-	-	472,046		TOTAL SPECIAL ASSESSMENTS OPERATIONS	466,500	466,500	466,500
10,000	10,000	10,000	036-9500-000.81-01	TO GENERAL FUND	10,000	10,000	10,000
-	-	-	036-9500-000.81-37	TO CAPITAL PROJECTS FUND	-	-	-
105,466	102,398	102,939	036-9500-000.81-44	TO 2009 FFCD BOND DEBT SVC FUND	103,950	103,950	103,950
115,466	112,398	112,939		TOTAL OPERATING TRANSFERS OUT	113,950	113,950	113,950
115,466	112,398	112,939		TOTAL OTHER USES	113,950	113,950	113,950
115,466	112,398	584,985		TOTAL SPECIAL ASSESSMENTS FUND EXPENSES	580,450	580,450	580,450
535,675	574,631	-		SPECIAL ASSESSMENTS FUND - REVENUES LESS EXPENSES	-	-	-

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	Line Item Detail	FY20/21 Adopted Budget
SPECIAL ASSESSMENT FUND 036						
REVENUES						
565,598	535,675	505,514	036-0000-300.00-00	BEGINNING BALANCE		525,905
25,926	26,479	26,000	036-0000-318.20-00	NW NATURAL GAS FRANCHISE FEES		26,500
				23.53% of total franchise fees collected for Corner Lot Relief		
9,124	13,743	12,100	036-0000-361.00-00	INTEREST REVENUES		15,500
-	-	1,000	036-0000-369.00-00	OTHER MISC. REVENUES		1
33,696	98,851	21,248	036-0000-370.10-00	PRINCIPAL-NONBONDED		8,211
				Use 10% of Outstanding debt principal for each year + any known upcoming LIDS. As of 01/31/20 \$82107.25x 10%		
16,797	12,281	19,123	036-0000-370.20-00	INTEREST-NONBONDED		4,333
				Historic interest paid equaling 9% of principal to not include payments that have not been made regularly	-	
651,141	687,029	584,985	TOTAL SPECIAL ASSESSMENTS FUND REVENUES			580,450
EXPENDITURES						
-	-	1,000	036-3600-000.31-25	ABATEMENTS		1,000
				Used for abatements & then billed to the property owners	1,000	
-	-	25,000	036-3600-000.31-80	CORNER LOT RELIEF		26,500
				For multi-front relief from improvement assessment as required by LUDO & LID ordinances.		
				Match Natural Gas Franchise Revenue above	26,500	
-	-	-	036-3600-000.31-95	REFUNDS		-
				Not a usual item - should be deleted when history falls off		
-	-	-	036-3600-000.32-20	SPECIAL LEGAL SERVICES		-
-	-	600	036-3600-000.53-20	POSTAGE		600
				For mailing LID notices and assessments	600	
-	-	200	036-3600-000.53-40	LEGAL NOTICES		200
				For publishing notices for LID's	200	
-	-	-	036-3600-000.69-50	MISCELLANEOUS EXP		-
-	-	26,800	TOTAL MATERIALS AND SERVICES			28,300
-	-	445,246	036-3600-000.75-10	CAPITAL PROJECTS LIDS		438,200
				50/50 Sidewalk Program	25,000	
				Only projects with sole funding from this Fund will be budgeted here. Projects with multiple funding sources will be budgeted in the Capital Projects Fund, and money from this fund will be transferred to the Capital Projects Fund. OR if the project funding includes grants, the project will be budgeted in the Special Grants Fund and money from this fund will be transferred for the project.		
-	-	445,246	TOTAL CAPITAL OUTLAY			438,200
-	-	472,046	TOTAL SPECIAL ASSESSMENTS OPERATIONS			466,500
10,000	10,000	10,000	036-9500-000.81-01	TO GENERAL FUND		10,000
				Paying for labor & admin services provided by the General Fund for collection of LID's, Nuisance Abatements, etc.		
-	-	-	036-9500-000.81-37	TO CAPITAL PROJECTS FUND		-
				Transfers to projects with multiple funding sources that do not include grants. FY14/15 - 7th Street LID.		
105,466	102,398	102,939	036-9500-000.81-44	TO 2009 FFCO BOND DEBT SVC FUND		103,950
				To 2009 FFCO Debt Svc - portion of payments for the East Port Phase I LID. Transfers are made when each payment is made (Prin = May; Interest = November & May. Table shown at right)		
115,466	112,398	112,939	TOTAL OPERATING TRANSFERS OUT			113,950
115,466	112,398	112,939	TOTAL OTHER USES			113,950
115,466	112,398	584,985	TOTAL SPECIAL ASSESSMENTS FUND EXPENSES			580,450
535,675	574,631	-	SPECIAL ASSESSMENTS FUND - REVENUES LESS EXPENSES			0

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

Fund:	Capital Improvements Fund Group
Department:	Capital Projects (037)
Program:	Other (000)

Description

The Capital Projects Fund is used to fund renovations and maintenance of City facilities and purchase equipment for those facilities (BIP 20-008). These facilities are City Hall, Transportation (Veterans) Center, Police Station, Dock and the Lewis and Clark Festival Park. All these facilities are General Fund facilities and the operating monies for these facilities and operating departments is from General Fund financial resources. In recent years we have used this fund to purchase General Fund equipment. We also fund the actual construction of LIDs in this fund when the monies come from more than one source. The revenue is primarily from transfers in and a portion of the State Office Building lease.

2020-21 Goals, Projects, and Highlights

- Replace HVAC units at City Hall and Police Department as needed (\$24,500)
- Reserve for future City Hall improvements (\$303,796)
- Dock Maintenance- Last year we established a maintenance fund for the dock for future repairs. (\$90,000)
- Port loan principal and interest payment (\$15,150)

2019-20 Accomplishments/Comments

- We are continuing to build future reserves for future projects
- Continuing to maintain a fund for the dock repair (\$90,000)

Major Issues to be resolved in the next five years

- Completion of City Hall renovation of City Hall 2nd Floor
- Continue to build and maintain a reserve fund for Dock Repair.

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	FY20/21 Proposed Budget	FY20/21 Approved Budget	FY20/21 Adopted Budget
CAPITAL PROJECTS FUND 037							
REVENUES							
242,549	299,191	334,656	037-0000-300.00-00	BEGINNING BALANCE	339,720	339,720	339,720
-	-	-	037-0000-337.90-00	LOCAL GOV REV-PARTNERS	-	-	-
4,054	6,917	6,150	037-0000-361.00-00	INTEREST REVENUES	6,150	6,150	6,150
96,675	91,540	93,124	037-0000-363.80-00	STATE OFFICE BLDG INC	105,400	105,400	105,400
-	-	-	037-0000-369.00-00	OTHER MISC REVENUES	-	-	-
-	-	-	037-0000-380.10-00	LOAN REV - PRINCIPAL	-	-	-
-	-	-	037-0000-380.20-00	LOAN REV - INTEREST	-	-	-
-	-	-	037-0000-391.01-00	GENERAL FUND	-	-	-
-	-	-	037-0000-391.13-00	TRANSPORTATION SYSTEM RESERVE FUND	-	-	-
-	-	-	037-0000-391.36-00	SPECIAL ASSMT FUND	-	-	-
-	-	-	037-0000-391.53-00	WATER CAPITAL RESERVE FUND	-	-	-
-	-	-	037-0000-391.56-00	SEWER SPECIAL RESERVE FUND	-	-	-
-	-	-	037-0000-391.04-00	LIBRARY FUND	10,000	10,000	10,000
343,278	397,648	433,930	TOTAL CAPITAL PROJECTS FUND REVENUES		461,270	461,270	461,270
EXPENDITURES							
*** GENERAL FUND BUILDINGS							
-	-	3,000	037-3700-000.43-10	BUILDINGS & GROUNDS	3,000	3,000	3,000
4,071	-	5,000	037-3700-000.69-80	ASSETS < \$5000	5,000	5,000	5,000
4,071	-	8,000	TOTAL MATERIALS AND SERVICES		8,000	8,000	8,000
9,877	22,247	216,052	037-3700-000.72-20	BUILDINGS	318,296	318,296	318,296
20,828	48,467	90,000	037-3700-000.73-30	IMPRV OTHER THAN BLDG	110,000	110,000	110,000
30,705	70,714	306,052	TOTAL CAPITAL OUTLAY		428,296	428,296	428,296
34,776	70,714	314,052	TOTAL GENERAL FUND BUILDINGS		436,296	436,296	436,296
*** PORT LOAN - AIRPORT WELL							
-	10,150	10,150	037-3775-000.79-50	PRINCIPAL PAYMENT	10,150	10,150	10,150
-	5,000	5,000	037-3775-000.79-60	INTEREST PAYMENT	5,000	5,000	5,000
-	15,150	15,150	TOTAL DEBT SERVICE		15,150	15,150	15,150
-	15,150	15,150	TOTAL PORT LOAN - AIRPORT WELL		15,150	15,150	15,150
34,776	85,864	329,202	TOTAL CAPITAL PROJECTS FUND OPERATIONS		451,446	451,446	451,446
-	-	96,000	037-9500-000.81-18	TO SPECIAL GRANT	-	-	-
9,310	9,310	8,728	037-9500-000.81-21	TO STATE OFFICE BLDG FUND	9,824	9,824	9,824
9,310	9,310	104,728	TOTAL OPERATING TRANSFERS OUT		9,824	9,824	9,824
44,086	95,174	433,930	TOTAL CAPITAL PROJECTS FUND EXPENSES		461,270	461,270	461,270
299,191	302,474	-	CAPITAL PROJECTS FUND - REVENUES LESS EXPENSES		-	-	-

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	Line Item Detail	FY20/21 Adopted Budget
CAPITAL PROJECTS FUND 037						
REVENUES						
242,549	299,191	334,656	037-0000-300.00-00	BEGINNING BALANCE		339,720
-	-	-	037-0000-337.90-00	LOCAL GOV REV-PARTNERS		-
4,054	6,917	6,150	037-0000-361.00-00	INTEREST REVENUES		6,150
96,675	91,540	93,124	037-0000-363.80-00	STATE OFFICE BLDG INC		105,400
-	-	-	037-0000-369.00-00	OTHER MISC REVENUES		-
-	-	-	037-0000-380.10-00	LOAN REV - PRINCIPAL	PIF 01/26/15	-
-	-	-	037-0000-380.20-00	LOAN REV - INTEREST	PIF 01/26/16	-
-	-	-	037-0000-391.01-00	GENERAL FUND		-
-	-	-	037-0000-391.13-00	TRANSPORTATION SYSTEM RESERVE FUND		-
-	-	-	037-0000-391.36-00	SPECIAL ASSMT FUND		-
-	-	-	037-0000-391.53-00	WATER CAPITAL RESERVE FUND		-
-	-	-	037-0000-391.56-00	SEWER SPECIAL RESERVE FUND		-
-	-	-	037-0000-391.04-00	LIBRARY FUND		10,000
343,278	397,648	433,930	TOTAL CAPITAL PROJECTS FUND REVENUES			461,270
EXPENDITURES						
*** GENERAL FUND BUILDINGS						
-	-	3,000	037-3700-000.43-10	BUILDINGS & GROUNDS		3,000
				Misc Items in building that need repaired	3,000	
4,071	-	5,000	037-3700-000.69-80	ASSETS < \$5000		5,000
4,071	-	8,000	TOTAL MATERIALS AND SERVICES			8,000
9,877	22,247	216,052	037-3700-000.72-20	BUILDINGS		318,296
				Replace HVAC Unit at City Hall	9,500	
				Replace HVAC Unit at Police Dept	15,000	
				Reserve for further City Hall Improvements	293,796	
20,828	48,467	90,000	037-3700-000.73-30	IMPRV OTHER THAN BLDG		110,000
				1963 HVAC replacement for \$210,000	20,000	
				Library funding part of it FY20/21-\$10,000		
				Dock Maintenance	90,000	
30,705	70,714	306,052	TOTAL CAPITAL OUTLAY			428,296
34,776	70,714	314,052	TOTAL GENERAL FUND BUILDINGS			436,296
*** PORT LOAN - AIRPORT WELL						
-	10,150	10,150	037-3775-000.79-50	PRINCIPAL PAYMENT		10,150
-	5,000	5,000	037-3775-000.79-60	INTEREST PAYMENT	4% Interest	5,000
-	15,150	15,150	TOTAL DEBT SERVICE			15,150
-	15,150	15,150	TOTAL PORT LOAN - AIRPORT WELL			15,150
34,776	85,864	329,202	TOTAL CAPITAL PROJECTS FUND OPERATIONS			451,446
-	-	96,000	037-9500-000.81-18	TO SPECIAL GRANT		-
9,310	9,310	8,728	037-9500-000.81-21	TO STATE OFFICE BLDG FUND		9,824
				Items City pays for SOB Fund - From net rent this fund		
				Phone	525	
				Insurance	7,092	
				Security Monitoring	300	
				Misc/Contingency	1,907	
9,310	9,310	104,728	TOTAL OPERATING TRANSFERS OUT			9,824
44,086	95,174	433,930	TOTAL CAPITAL PROJECTS FUND EXPENSES			461,270
299,191	302,474	-	CAPITAL PROJECTS FUND - REVENUES LESS EXPENSES			(0)

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.
- The Special Enterprise Zone Fund(022) is used to project fees to be paid pursuant to the Enterprise Zone Tax Abatement Agreement.

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget
Special Revenue Funds
Summary**

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Revenue/Cost Centers	FY20/21 Proposed Budget	FY20/21 Approved Budget	FY20/21 Adopted Budget
3,546,500	3,576,448	3,590,445	BEGINNING BALANCE	3,668,654	3,668,654	3,668,654
273,933	317,315	3,287,656	REVENUES	4,113,822	4,113,822	4,113,822
9,310	9,310	147,613	OTHER SOURCES	44,629	44,629	44,629
3,829,744	3,903,073	7,025,714	TOTAL RESOURCES	7,827,105	7,827,105	7,827,105
33,718	14,566	95,163	UNEMPLOYMENT RESERVE FUND	95,259	95,259	95,259
719	683	11,042	COMMUNITY BENEVOLENCE FUND	8,295	8,295	8,295
2,741	50,196	6,002,130	SPECIAL GRANTS FUND	6,102,185	6,102,185	6,102,185
216,116	229,128	371,806	STATE OFFICE BUILDING FUND	457,401	457,401	457,401
-	-	545,573	SPECIAL ENTERPRIZE ZONE	1,162,445	1,162,445	1,162,445
253,295	294,573	7,025,714	TOTAL EXPENDITURES	7,825,585	7,825,585	7,825,585
-	-	-	TRANSFER OUT	1,520	1,520	1,520
-	-	-	CONTINGENCY	-	-	-
-	-	-	UNAPPROPRIATED ENDING BAL	-	-	-
-	-	-	TOTAL OTHER USES	1,520	1,520	1,520
253,295	294,573	7,025,714	TOTAL EXPENDS & OTHER USES	7,827,105	7,827,105	7,827,105
3,576,449	3,608,500	-	FUND TOTAL	-	-	-

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18	FY18/19	FY19/20		Account	FY20/21	FY20/21	FY20/21
Actual	Actual	Budget	Account Number	Description	Proposed	Approved	Adopted
					Budget	Budget	Budget
				UNEMPLOYMENT RESERVE FUND 010			
				REVENUES			
97,922	65,528	60,678	010-0000-300.00-00	BEGINNING BALANCE	59,134	59,134	59,134
1,325	1,537	1,200	010-0000-361.00-00	INTEREST REVENUES	1,320	1,320	1,320
-	-	16,332	010-0000-391.01-00	GENERAL FUND	17,443	17,443	17,443
-	-	2,613	010-0000-391.04-00	LIBRARY FUND	2,761	2,761	2,761
-	-	2,877	010-0000-391.05-00	STREET FUND	2,806	2,806	2,806
-	-	7,297	010-0000-391.51-00	WATER UTILITY FUND	7,489	7,489	7,489
-	-	4,166	010-0000-391.55-00	WASTEWATER UTILITY	4,306	4,306	4,306
99,246	67,065	95,163		TOTAL UNEMPLOYMENT RESERVE FUND REVENUES	95,259	95,259	95,259
				EXPENDITURES			
33,718	14,566	95,163	010-1000-000.25-00	UNEMPLOYMENT EXPENSES	95,259	95,259	95,259
33,718	14,566	95,163		TOTAL PERSONNEL SERVICE	95,259	95,259	95,259
33,718	14,566	95,163		TOTAL UNEMPLOYMENT RESERVE FUND EXPENSES	95,259	95,259	95,259
65,528	52,499	-		UNEMPLOYMENT FUND - REVENUES LESS EXPENSES	-	-	-
				COMMUNITY BENEVOLENCE FUND 011			
				REVENUES			
12,182	11,644	10,853	011-0000-300.00-00	BEGINNING BALANCE	8,137	8,137	8,137
182	272	189	011-0000-361.00-00	INTEREST REVENUES	158	158	158
-	-	-	011-0000-365.15-00	GIFTS/DONATIONS - WAR MEMORIAL	-	-	-
-	-	-	011-0000-369.00-00	OTHER MISC. REVENUES	-	-	-
12,363	11,916	11,042		TOTAL COMMUNITY BENEVOLENCE FUND REVENUES	8,295	8,295	8,295
				EXPENDITURES			
719	-	-	011-1200-000.60-85	SPECIAL DEPT SUPPLIES	-	-	-
719	-	-		TOTAL MATERIALS AND SERVICES	-	-	-
719	-	-		TOTAL VIETNAM MEMORIAL	-	-	-
-	683	11,042	011-1500-000.60-85	SPECIAL DEPT SUPPLIES	8,295	8,295	8,295
-	683	11,042		TOTAL MATERIALS AND SERVICES	8,295	8,295	8,295
-	-	-	011-1500-000.73-30	IMPRVMTS OTHER THAN BLDGS	-	-	-
-	-	-		TOTAL CAPITAL OUTLAY	-	-	-
-	683	11,042		TOTAL WAR MEMORIAL FUND	8,295	8,295	8,295
719	683	11,042		TOTAL COMMUNITY BENEVOLENT FUND EXPENSES	8,295	8,295	8,295
11,644	11,233	-		COMMUNITY BENEVOLENT FUND - REVENUES LESS EXPENSES	-	-	-

**City of The Dalles, Oregon
Fiscal Year 2020-21 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.

2020-21 Goals, Projects, and Highlights

- Seek \$12,500 Cemetery grant provided through SHPO.
- If determination made to proceed with First Street/Riverfront Connection project, proceed with next phases which include preparation of bid documents, authorization to go to bid and construction commencement.
- Seek grant funding for next phase of housing strategies report implementation plan, including preparation of a housing production strategy.
- Columbia-Cascade Housing Corporation seek funding for CDBG Home Repair Program for Wasco and Hood River Counties in the amount of \$500,000 to provide loans and grants to income eligible homeowners.
- Seek funding in the amount of \$75,000 from Oregon Parks and Recreation Department, Local Government Grant Program to assist in the design and construction of a public plaza on Federal Street, between East 2nd and East 1st Streets, in the downtown area.
- Seek funding in the amount of \$30,000 from Oregon Department of Environmental Quality for a Non-Point Source (NPS) Implementation Grant for the Middle Columbia-Hood (Miles Creeks) Sub-basin. The grant would be utilized to fund the adopted Total Maximum Daily Load (TMDL) and Water Quality Management Plan (WQMP) for the watershed. If funded the program would include community and property owner education and mitigation measures to reduce heat pollution impacts to the creeks.

2019-20 Accomplishments/Comments

- Completed Historic Downtown Walking tour app.
- Secured DLCD grant award for preparation of Westside Area Study and Master Plan. Amended First Street/Riverfront Connection Project contract with project engineers, issued Notice to Proceed for preparation of construction documents.

Major Issues to be resolved in the next five years

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

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	FY20/21 Proposed Budget	FY20/21 Approved Budget	FY20/21 Adopted Budget
SPECIAL GRANTS FUND 018							
REVENUES							
3,353,530	3,389,170	3,423,987	018-0000-300.00-00	BEGINNING BALANCE	3,521,356	3,521,356	3,521,356
-	-	400,000	018-0000-331.15-00	FED GRANTS - CDBG HOUSING 2007	500,000	500,000	500,000
-	15,560	1,267,187	018-0000-331.90-00	FEDERAL GRANTS-MISC	1,777,349	1,777,349	1,777,349
-	23,871	688,000	018-0000-334.90-00	STATE GRANTS, OTHER	87,000	87,000	87,000
-	-	59,356	018-0000-336.10-00	PRIVATE SECTOR GRANTS	-	-	-
-	15,133	-	018-0000-337.10-00	URBAN RENEWAL	150,000	150,000	150,000
38,382	59,818	58,000	018-0000-361.00-00	INTEREST REVENUES	68,000	68,000	68,000
-	-	9,600	018-0000-391.01-00	TRANSFERS FROM GENERAL	-	-	-
-	-	96,000	018-0000-391.37-00	TRANSFERS FROM CAPITAL PROJECT FUND	-	-	-
3,391,912	3,503,552	6,002,130	TOTAL SPECIAL GRANTS FUND REVENUES		6,103,705	6,103,705	6,103,705
EXPENDITURES							
*** CDBG/ MID COLUMBIA HOUSING							
-	-	400,000	018-2500-000.39-00	OTHER CONTRACTUAL SVCS	500,000	500,000	500,000
-	-	400,000	TOTAL MATERIALS & SERVICES		500,000	500,000	500,000
-	-	400,000	TOTAL CDBG/ MID COLUMBIA HOUSING		500,000	500,000	500,000
*** SHPO/CERT LOC GOVT							
-	35,063	8,000	018-2700-000.31-10	CONTRACTUAL SERVICES	10,000	10,000	10,000
-	-	-	018-2700-000.69-90	OTHER	480	480	480
-	35,063	8,000	TOTAL MATERIALS AND SERVICES		10,480	10,480	10,480
-	35,063	8,000	TOTAL SHPO/CERT LOC GOVT		10,480	10,480	10,480
*** INTEGRATED PLANNING GRANT							
-	-	600,000	018-2800-000.31-10	CONTRACTUAL SERVICES	-	-	-
-	-	-	018-2800-000.69-90	OTHER	-	-	-
-	-	600,000	TOTAL MATERIALS AND SERVICES		-	-	-
-	-	600,000	TOTAL INTEGRATED PLANNING GRANT		-	-	-
*** 1ST STREET RIVERFRONT CONNECTION							
2,741	15,133	4,745,174	018-2900-000.75-10	CAPITAL PROJECTS	5,366,705	5,366,705	5,366,705
2,741	15,133	4,745,174	TOTAL CAPITAL OUTLAY		5,366,705	5,366,705	5,366,705
2,741	15,133	4,745,174	TOTAL 1ST STREET RIVERFRONT CONNECTION		5,366,705	5,366,705	5,366,705
*** GORGE HUB - RTP/LGGP							
-	-	100,000	018-3450-000.75-10	CAPITAL PROJECTS	-	-	-
-	-	100,000	TOTAL CAPITAL OUTLAY		-	-	-
-	-	100,000	TOTAL GORGE HUB - RTP/LGGP		-	-	-
*** WESTSIDE AREA STUDY GRANT							
-	-	89,600	018-3500-000.75-10	CAPITAL PROJECTS	-	-	-
-	-	89,600	TOTAL CAPITAL OUTLAY		-	-	-
-	-	89,600	TOTAL WESTSIDE AREA STUDY GRANT		-	-	-
*** FORT DALLES MUSEUM							
-	-	14,621	018-4100-000.75-10	CAPITAL PROJECTS	-	-	-
-	-	14,621	TOTAL CAPITAL OUTLAY		-	-	-
-	-	14,621	TOTAL FORT DALLES MUSEUM		-	-	-
*** GOOGLE GRANT							
-	-	44,735	018-4750-000.75-10	CAPITAL PROJECTS	-	-	-
-	-	44,735	TOTAL CAPITAL OUTLAY		-	-	-
-	-	44,735	TOTAL GOOGLE GRANT		-	-	-
*** FEDERAL STREET PUBLIC PLAZA							
-	-	-	018-4760-000.75-10	CAPITAL PROJECTS	225,000	225,000	225,000
-	-	-	TOTAL CAPITAL OUTLAY		225,000	225,000	225,000
-	-	-	TOTAL FEDERAL STREET PUBLIC PLAZA		225,000	225,000	225,000
2,741	50,196	6,002,130	TOTAL SPECIAL GRANTS FUND OPERATIONS		6,102,185	6,102,185	6,102,185
-	-	-	018-9500-000.81-01	TO GENERAL FUND	1,520	1,520	1,520
-	-	-	TOTAL OPERATING TRANSFERS OUT		1,520	1,520	1,520
2,741	50,196	6,002,130	TOTAL SPECIAL GRANTS FUND EXPENSES		6,103,705	6,103,705	6,103,705
3,389,170	3,453,356	-	SPECIAL GRANTS FUND - REVENUES LESS EXPENSES		-	-	-

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	Line Item Detail	FY20/21 Adopted Budget
SPECIAL GRANTS FUND 018						
REVENUES						
3,353,530	3,389,170	3,423,987	018-0000-300.00-00	BEGINNING BALANCE		3,521,356
-	-	400,000	018-0000-331.15-00	FED GRANTS - CDBG HOUSING 2007		500,000
-	15,560	1,267,187	018-0000-331.90-00	FEDERAL GRANTS-MISC		1,777,349
				FY15/16 \$1,800,000 for First St Project total project ODOT reports amount left available	1,777,349	
-	23,871	688,000	018-0000-334.90-00	STATE GRANTS, OTHER		87,000
				FY20/21 - \$12,000 - Historic Cemetery Grant - SHPO Grant	12,000	
				Federal Street Plaza Grant	75,000	
-	-	59,356	018-0000-336.10-00	PRIVATE SECTOR GRANTS (GOOGLE)		-
-	15,133	-	018-0000-337.10-00	URBAN RENEWAL		150,000
38,381	59,818	58,000	018-0000-361.00-00	INTEREST REVENUES		68,000
-	-	9,600	018-0000-391.01-00	TRANSFERS FROM GENERAL		-
-	-	96,000	018-0000-391.37-00	TRANSFERS FROM CAPITAL PROJECT FUND		-
3,391,911	3,503,552	6,002,130	TOTAL SPECIAL GRANTS FUND REVENUES			6,103,705
EXPENDITURES						
*** CDBG/ MID COLMBIA HOUSING						
-	-	400,000	018-2500-000.39-00	OTHER CONTRACTUAL SVCS		500,000
-	-	400,000	TOTAL MATERIALS & SERVICES			500,000
-	-	400,000	TOTAL CDBG/ MID COLMBIA HOUSING			500,000
*** SHPO/CERT LOC GOVT						
-	35,063	8,000	018-2700-000.31-10	CONTRACTUAL SERVICES		10,000
				SHPO GRANT consultants	10,000	
-	-	-	018-2700-000.69-90	OTHER	480	480
-	35,063	8,000	TOTAL MATERIALS AND SERVICES			10,480
-	35,063	8,000	TOTAL SHPO/CERT LOC GOVT			10,480
*** INTEGRATED PLANNING GRANT*****						
-	-	600,000	018-2800-000.31-10	CONTRACTUAL SERVICES		-
				EPA Grant project- possible 3 year project		
-	-	600,000	018-2800-000.69-90	OTHER		-
-	-	600,000	TOTAL MATERIALS AND SERVICES			-
-	-	600,000	TOTAL INTEGRATED PLANNING GRANT			-
*** 1ST STREET RIVERFRONT CONNECTION						
2,741	15,133	4,745,174	018-2900-000.75-10	CAPITAL PROJECTS		5,366,705
				In Beginning Balance - ALL Remaining 2009 FFCO	3,521,356	
				In Beginning Balance - Not UR Funds		
				Interest Revenues	68,000	
				Remaining ODOT Grant for this project	1,777,349	
2,741	15,133	4,745,174	TOTAL CAPITAL OUTLAY			5,366,705
2,741	15,133	4,745,174	TOTAL 1ST RIVERFRONT CONNECTION PROJECT			5,366,705
*** GORGE HUB						
-	-	100,000	018-3450-000.75-10	CAPITAL PROJECTS		-
-	-	100,000	TOTAL CAPITAL OUTLAY			-
-	-	100,000	TOTAL GORGE HUB - CONNECT OR III			-

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	Line Item Detail	FY20/21 Adopted Budget
-	-	89,600	018-3500-000.75-10	*** WESTSIDE AREA STUDY GRANT CAPITAL PROJECTS		-
				Contractual Service for Westside grant		
-	-	89,600		TOTAL CAPITAL OUTLAY		-
		89,600		TOTAL WESTSIDE AREA STUDY GRANT		-
-	-	14,621	018-4100-000.75-10	*** FORT DALLES MUSEUM CAPITAL PROJECTS		-
-	-	14,621		TOTAL CAPITAL OUTLAY		-
-	-	14,621		TOTAL FORT DALLES MUSEUM		-
-	-	44,735	018-4750-000.75-10	*** GOOGLE GRANT CAPITAL PROJECTS		-
-	-	44,735		TOTAL CAPITAL OUTLAY		-
-	-	44,735		TOTAL GOOGLE GRANT		-
-	-	-	018-4760-000.75-10	*** FEDERAL STREET PUBLIC PLAZA CAPITAL PROJECTS		225,000
				Contractual Services for Designing & Engineering Construction of the right of way		
-	-	-		TOTAL CAPITAL OUTLAY		225,000
-	-	-		TOTAL FEDERAL STREET PUBLIC PLAZA		225,000
2,741	50,196	6,002,130		TOTAL SPECIAL GRANTS FUND OPERATIONS		6,102,185
-	-	-	018-9500-000.81-01	TO GENERAL FUND		1,520
				staff time general fund SHPO Grant	1,520	
-	-	-		TOTAL OPERATING TRANSFERS OUT		1,520
2,741	50,196	6,002,130		TOTAL SPECIAL GRANTS FUND EXPENSES		6,103,705
3,389,170	3,453,356	-		SPECIAL GRANTS FUND - REVENUES LESS EXPENSES		(0)

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

Fund:	State Office Building (021)	
Department:	State Office Building (2200)	
Program:	Other (000)	Number of Employees: .8

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.

2020-21 Goals, Projects and Highlights

- Sidewalk entries
- Install 2 drinking fountains
- Emergency Generator
- Remodel 2 employee bathrooms

2019-20 Accomplishments/Comments

- Boiler Replacement with CO2 Sensor
- 2 new HVAC systems were replaced with new ones

City of The Dalles, Oregon Fiscal Year 2020-21 Budget

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	FY20/21 Proposed Budget	FY20/21 Approved Budget	FY20/21 Adopted Budget
STATE OFFICE BUILDING FUND 021							
REVENUES							
82,867	110,106	94,927	021-0000-300.00-00	BEGINNING BALANCE	80,027	80,027	80,027
883	1,848	1,480	021-0000-361.01-00	INTEREST	1,500	1,500	1,500
89,717	67,248	77,559	021-0000-363.80-01	OPERATIONS	70,800	70,800	70,800
143,445	132,028	189,112	021-0000-363.80-02	MAINTENANCE	295,250	295,250	295,250
-	-	-	021-0000-363.80-03	DISCRETIONARY RENT	-	-	-
9,310	9,310	8,728	021-0000-391.37-00	FROM CAPITAL PROJECTS FUND	9,824	9,824	9,824
326,222	320,540	371,806	TOTAL STATE OFFICE BUILDING FUND REVENUES		457,401	457,401	457,401
EXPENDITURES							
36,946	40,216	42,556	021-2200-000.11-00	REGULAR SALARIES	43,620	43,620	43,620
-	-	-	021-2200-000.12-00	PARTTIME/TEMP SALARIES	1,200	1,200	1,200
980	401	1,000	021-2200-000.13-00	OVERTIME SALARIES	19,296	19,296	19,296
14,415	13,747	18,743	021-2200-000.21-10	MEDICAL INSURANCE	284	284	284
230	281	268	021-2200-000.21-20	L-T DISABILITY INSURANCE	40	40	40
35	38	35	021-2200-000.21-30	LIFE INSURANCE	1,365	1,365	1,365
1,506	1,351	1,333	021-2200-000.21-40	WORKERS COMP INSURANCE	3,429	3,429	3,429
2,797	3,035	3,332	021-2200-000.22-00	FICA	5,889	5,889	5,889
4,353	4,996	5,745	021-2200-000.23-00	RETIREMENT	1,426	1,426	1,426
-	343	-	021-2200-000.29-00	OTHER EMPLOYEE BENEFITS	-	-	-
61,262	64,408	73,012	TOTAL PERSONNEL SERVICE		76,549	76,549	76,549
0.8	0.8	0.8	Total Full-Time Equivalent (FTE)		0.80	0.80	0.80
6,294	6,882	8,000	021-2200-000.41-10	WATER & SEWER	8,000	8,000	8,000
3,662	3,758	4,000	021-2200-000.41-20	GARBAGE SERVICES	4,000	4,000	4,000
3,134	2,523	3,000	021-2200-000.41-30	NATURAL GAS	3,000	3,000	3,000
15,574	13,546	16,000	021-2200-000.41-40	ELECTRICITY	15,500	15,500	15,500
44,187	54,708	55,665	021-2200-000.42-00	JANITORIAL SERVICES	55,665	55,665	55,665
4,009	10,208	17,500	021-2200-000.43-10	BUILDINGS AND GROUNDS	7,500	7,500	7,500
-	-	500	021-2200-000.43-45	JOINT USE OF LABOR/EQUIP	500	500	500
157	19	300	021-2200-000.43-70	GENERAL EQUIPMENT	300	300	300
1,062	10,409	1,500	021-2200-000.43-72	ELECTRICAL SYSTEMS	1,500	1,500	1,500
-	46	1,000	021-2200-000.43-73	PLUMBING	1,000	1,000	1,000
3,520	3,833	3,800	021-2200-000.43-75	ELEVATORS	3,900	3,900	3,900
3,541	4,456	2,500	021-2200-000.43-77	HVAC SYSTEMS	2,500	2,500	2,500
5,663	5,710	5,996	021-2200-000.52-30	PROPERTY INSURANCE	7,092	7,092	7,092
336	512	525	021-2200-000.53-30	TELEPHONE	525	525	525
6,610	7,545	7,400	021-2200-000.60-20	JANITORIAL SUPPLIES	7,400	7,400	7,400
97,751	124,155	127,686	TOTAL MATERIALS AND SERVICES		118,382	118,382	118,382
57,104	40,565	89,000	021-2200-000.73-30	IMPROVEMENTS OTHER	187,000	187,000	187,000
57,104	40,565	89,000	TOTAL CAPITAL OUTLAY		187,000	187,000	187,000
-	-	82,108	021-9500-000.88-00	CONTINGENCY	75,470	75,470	75,470
-	-	82,108	TOTAL CONTINGENCY		75,470	75,470	75,470
216,116	229,128	371,806	TOTAL STATE OFFICE BUILDING EXPENSES		457,401	457,401	457,401
110,106	91,412	-	STATE OFFICE BUILDING FUND - REVENUES LESS EXPENSES		-	-	-

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	Line Item Detail	FY20/21 Adopted Budget																												
STATE OFFICE BUILDING FUND 021																																		
REVENUES																																		
82,867	110,106	94,927	021-0000-300.00-00	BEGINNING BALANCE		80,027																												
				Current Year Beginning Balance	91,412																													
				Current Year Projected Revenues	224,120																													
				Current Year Projected Expenditures	235,505																													
				New Year Beginning Balance	80,027																													
883	1,848	1,480	021-0000-361.00-00	OPERATIONS INTEREST		1,500																												
89,717	67,248	77,559	021-0000-363.80-01	OPERATIONS		70,800																												
<div style="border: 1px solid black; padding: 5px;"> <p>FY17/18: The New DHS contract expires 02/2021; the Employment contract expires 01/2021.</p> <p>Base Operating Expenses Rent:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding-left: 20px;">Dept of Human Services</td> <td style="text-align: right;">4,300</td> <td style="text-align: center;">x 12 mo =</td> <td style="text-align: right;">51,600</td> </tr> <tr> <td style="padding-left: 20px;">Employment Dept</td> <td style="text-align: right;">1,600</td> <td style="text-align: center;">x 12 mo =</td> <td style="text-align: right;"><u>19,200</u></td> </tr> <tr> <td></td> <td></td> <td></td> <td style="text-align: right;">\$ 70,800</td> </tr> </table> <p>Proposed Budget Items covered:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding-left: 20px;">Water & Sewer</td> <td style="text-align: right;">8,000</td> <td style="padding-left: 20px;">Janitorial Scv</td> <td style="text-align: right;">55,665</td> </tr> <tr> <td style="padding-left: 20px;">Garbage Svc</td> <td style="text-align: right;">4,000</td> <td style="padding-left: 20px;">Janitorial Supplies</td> <td style="text-align: right;"><u>7,400</u></td> </tr> <tr> <td style="padding-left: 20px;">Natural Gas</td> <td style="text-align: right;">3,000</td> <td></td> <td></td> </tr> <tr> <td style="padding-left: 20px;"><u>Electricity</u></td> <td style="text-align: right;"><u>16,000</u></td> <td style="text-align: right;">TOTAL</td> <td style="text-align: right;">\$ 94,065</td> </tr> </table> </div>							Dept of Human Services	4,300	x 12 mo =	51,600	Employment Dept	1,600	x 12 mo =	<u>19,200</u>				\$ 70,800	Water & Sewer	8,000	Janitorial Scv	55,665	Garbage Svc	4,000	Janitorial Supplies	<u>7,400</u>	Natural Gas	3,000			<u>Electricity</u>	<u>16,000</u>	TOTAL	\$ 94,065
Dept of Human Services	4,300	x 12 mo =	51,600																															
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143,445	132,028	189,112	021-0000-363.80-02	MAINTENANCE		295,250																												
<div style="border: 1px solid black; padding: 5px;"> <p>For budget estimate, add the total amounts estimated for the new year for the following line items: FY20/21</p> <p>Estimates</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding-left: 20px;">Buildings & Grounds</td> <td style="text-align: right;">7,500</td> </tr> <tr> <td style="padding-left: 20px;">Joint use of Labor/Equip</td> <td style="text-align: right;">500</td> </tr> <tr> <td style="padding-left: 20px;">General Equipment</td> <td style="text-align: right;">300</td> </tr> <tr> <td style="padding-left: 20px;">Electrical Systems</td> <td style="text-align: right;">1,500</td> </tr> <tr> <td style="padding-left: 20px;">Plumbing</td> <td style="text-align: right;">1,000</td> </tr> <tr> <td style="padding-left: 20px;">Elevators</td> <td style="text-align: right;">3,900</td> </tr> <tr> <td style="padding-left: 20px;">HVAC Systems</td> <td style="text-align: right;">2,500</td> </tr> <tr> <td style="padding-left: 20px;">Improvements other than Buildings</td> <td style="text-align: right;">202,000</td> </tr> <tr> <td style="padding-left: 20px;">Labor (include all Personnel category items)</td> <td style="text-align: right;"><u>76,060</u></td> </tr> <tr> <td style="padding-left: 20px;">Total</td> <td style="text-align: right;">295,250</td> </tr> </table> <p>Projection: When the annual report is completed in February of each year, the projected amount should be adjusted according to the "Actual Expenses over (under) Base Maintenance/Repair Expense Rent Component for each agency.</p> </div>							Buildings & Grounds	7,500	Joint use of Labor/Equip	500	General Equipment	300	Electrical Systems	1,500	Plumbing	1,000	Elevators	3,900	HVAC Systems	2,500	Improvements other than Buildings	202,000	Labor (include all Personnel category items)	<u>76,060</u>	Total	295,250								
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			021-0000-363.80-03	DISCRETIONARY RENT		-																												
If needed due to cash flow issues, rent can be diverted back																																		
9,310	9,310	8,728	021-0000-391.37-00	FROM CAPITAL PROJECTS FUND		9,824																												
<div style="border: 1px solid black; padding: 5px;"> <p>Every Year: We are transferring a portion of the State Office Building rent (\$6,000) that goes to the Capital Projects back to the State Office Bldg Fund for the City's costs for that building (telephone and property insurance).</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding-left: 20px;">Property Insurance</td> <td style="text-align: right;">\$ 7092</td> </tr> <tr> <td style="padding-left: 20px;">Telephone</td> <td style="text-align: right;">525</td> </tr> <tr> <td style="padding-left: 20px;">Security Monitoring</td> <td style="text-align: right;">300</td> </tr> <tr> <td style="padding-left: 20px;">Misc./Contingency</td> <td style="text-align: right;">1,907</td> </tr> <tr> <td style="padding-left: 20px;">Total</td> <td style="text-align: right;">\$ 9,824</td> </tr> </table> </div>							Property Insurance	\$ 7092	Telephone	525	Security Monitoring	300	Misc./Contingency	1,907	Total	\$ 9,824																		
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EXPENDITURES																																		
36,946	40,216	42,556	021-2200-000.11-00	REGULAR SALARIES		43,620																												
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35	38	35	021-2200-000.21-30	LIFE INSURANCE		40																												
1,506	1,351	1,333	021-2200-000.21-40	WORKERS COMP INSURANCE		1,365																												
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4,353	4,996	5,745	021-2200-000.23-00	RETIREMENT		5,889																												
-	343	-	021-2200-000.29-00	OTHER EMPLOYEE BENEFITS		1,426																												
61,262	64,408	73,012	TOTAL PERSONNEL SERVICE			76,549																												
0.80	0.80	0.80	Total Full Time Equivalent (FTE)			0.80																												

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	Line Item Detail	FY20/21 Adopted Budget
6,294	6,882	8,000	021-2200-000.41-10	WATER & SEWER		8,000
3,662	3,758	4,000	021-2200-000.41-20	GARBAGE SERVICES		4,000
3,134	2,523	3,000	021-2200-000.41-30	NATURAL GAS		3,000
15,574	13,546	16,000	021-2200-000.41-40	ELECTRICITY		15,500
44,187	54,708	55,665	021-2200-000.42-00	JANITORIAL SERVICES		55,665
4,009	10,208	17,500	021-2200-000.43-10	BUILDINGS AND GROUNDS		7,500
				Maintenance		
-	-	500	021-2200-000.43-45	JOINT USE OF LABOR/EQUIP		500
157	19	300	021-2200-000.43-70	GENERAL EQUIPMENT		300
				Fire Extinguisher services & maintenance		
1,062	10,409	1,500	021-2200-000.43-72	ELECTRICAL SYSTEMS		1,500
-	46	1,000	021-2200-000.43-73	PLUMBING		1,000
3,520	3,833	3,800	021-2200-000.43-75	ELEVATORS		3,900
				Includes cost for monthly elevator service Annual Permit		
3,541	4,456	2,500	021-2200-000.43-77	HVAC SYSTEMS		2,500
5,663	5,710	5,996	021-2200-000.52-30	PROPERTY INSURANCE		7,092
336	512	525	021-2200-000.53-30	TELEPHONE		525
				Modem costs for HVAC system Elevator Phone		
6,610	7,545	7,400	021-2200-000.60-20	JANITORIAL SUPPLIES		7,400
-	-	-	021-2200-000.69-50	MISCELLANEOUS EXPENSES		-
97,750	124,155	127,686		TOTAL MATERIALS AND SERVICES		118,382
57,104	40,565	89,000	021-2200-000.73-30	IMPROVEMENTS OTHER		187,000
				replacement of 2 HVAC units	24,000	
				replace sidewalk entries	20,000	
				install two drinking fountain stations	8,000	
				emergency generator	115,000	
				remodel 2 employee restrooms	20,000	
57,104	40,565	89,000		TOTAL CAPITAL OUTLAY		187,000
-	-	82,108	021-9500-000.88-00	CONTINGENCY		75,470
				To help with cash flow for Capital Projects done prior to		
-	-	82,108		TOTAL CONTINGENCY		75,470
216,116	229,128	371,806		TOTAL STATE OFFICE BUILDING EXPENSES		457,401
110,106	91,412	-		STATE OFFICE BUILDING FUND - REVENUES LESS EXPENSES		0

**City of The Dalles, Oregon
Fiscal Year 2020-21 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.
- The Special Enterprise Zone Fund(022) is used to project fees to be paid pursuant to the Enterprise Zone Tax Abatement Agreement.

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18	FY18/19	FY19/20		Account	FY20/21	FY20/21	FY20/21
Actual	Actual	Budget	Account Number	Description	Proposed	Approved	Adopted
					Budget	Budget	Budget
				SPECIAL ENTERPRIZE ZONE FUND 022			
				REVENUES			
-	-	-	022-0000-300.00-00	BEGINNING FUND BALANCE	545,573	545,573	545,573
-	-	-	022-0000-361.00-00	INTEREST INCOME	-	-	-
-	-	545,573	022-0000-369.10-00	ENTERPRIZE ZONE PAYMENTS	616,872	616,872	616,872
-	-	545,573		TOTAL SPECIAL ENTERPRIZE ZONE FUND REVENUE	1,162,445	1,162,445	1,162,445
				EXPENDITURES			
-	-	545,573	022-220-000.31-10	CONTRACTUAL SERVICE	1,162,445	1,162,445	1,162,445
-	-	545,573		TOTAL MATERIALS AND SERVICES	1,162,445	1,162,445	1,162,445
-	-	545,573		TOTAL SPECIAL ENTERPRIZE ZONE FUND EXPENSE	1,162,445	1,162,445	1,162,445
-	-	-		SPECIAL ENTERPRIZE ZONE RSRV FUND - REVENUE LESS EXPENSES		-	-

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

DEBT SERVICE FUNDS GROUP

Description

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

2020-21 Goals, Projects and Highlights

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

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

- ✓ 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.

2019-20 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 2020-21 Budget
Debt Service Fund
Summary**

FY17/18 <u>Actual</u>	FY18/19 <u>Actual</u>	FY19/20 <u>Budget</u>	<u>Revenue/Cost Centers</u>	FY20/21 <u>Proposed Budget</u>	FY20/21 <u>Approved Budget</u>	FY20/21 <u>Adopted Budget</u>
261,795	80,719	77,568	BEGINNING BALANCE	28,979	28,979	28,979
1,119,723	1,137,936	1,089,870	REVENUES	1,137,993	1,137,993	1,137,993
22,430,624	1,664,246	1,662,807	OTHER SOURCES	1,669,045	1,669,045	1,669,045
23,812,143	2,882,901	2,830,245	TOTAL RESOURCES	2,836,017	2,836,017	2,836,017
209,784	208,729	241,250	AIRPORT DEBT SERVICE FUND	239,175	239,175	239,175
6,326,730	-	-	WATER REVENUE BOND	-	-	-
304,530	304,930	304,930	FFCO 2008 DEBT SERVICE FUND	304,531	304,531	304,531
949,863	942,363	943,863	FFCO 2009 DEBT SERVICE FUND	949,863	949,863	949,863
2,780,249	-	-	WASTEWATER REVENUE BOND	-	-	-
13,160,268	1,341,243	1,340,202	UTILITY REVENUE BOND	1,342,448	1,342,448	1,342,448
23,731,425	2,797,265	2,830,245	TOTAL EXPENDITURES	2,836,017	2,836,017	2,836,017
-	-	-	RATE STABILIZATON RESERVES	-	-	-
-	-	-	TOTAL OTHER USES	-	-	-
23,731,425	2,797,265	2,830,245	TOTAL EXPENDS & OTHER USES	2,836,017	2,836,017	2,836,017
80,718	85,636	-	FUND TOTAL	-	-	-
(1)	(1,148)	-		-	-	-

City of The Dalles, Oregon Fiscal Year 2020-21 Budget

FY17/18	FY18/19	FY19/20		Account	FY20/21	FY20/21	FY20/21
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
				AIRPORT DEBT SERVICE FUND 062			
				REVENUES			
32,764	66,348	63,197	062-0000-300.00-00	BEGINNING BALANCE	27,831	27,831	27,831
8,902	4	9,800	062-0000-361.00-00	INTEREST REVENUES	250	250	250
166,030	212,495	168,253	062-0000-363.50-00	PROPERTY RENTALS	207,120	207,120	207,120
68,437	-	-	062-0000-391.61-00	TRANSFER FROM AIRPORT FUND	3,974	3,974	3,974
276,133	278,847	241,250		TOTAL AIRPORT DEBT SERV FUND REVENUES	239,175	239,175	239,175
				EXPENDITURES			
75,000	75,000	80,000	062-6100-000.79-15	BOND PRINCIPAL	80,000	80,000	80,000
76,925	75,425	73,550	062-6100-000.79-25	BOND INTEREST	71,550	71,550	71,550
25,000	25,000	25,000	062-6100-000.79-50	PRINCIPAL PMTS - K. CO. 11/1/12	25,000	25,000	25,000
25,000	1,929	2,200	062-6100-000.79-60	INTEREST PMTS - K. CO. 11/1/12	25,000	25,000	25,000
1,109	25,000	25,000	062-6100-000.79-55	PRINCIPAL PMTS - K. CO. CERB LOAN	2,500	2,500	2,500
6,750	6,375	6,000	062-6100-000.79-65	INTEREST PMTS - K. CO. CERB LOAN	5,625	5,625	5,625
-	-	29,500	062-6100-000.79-80	RSRV FOR FUTURE DEBT	29,500	29,500	29,500
209,784	208,729	241,250		TOTAL DEBT SERVICE	239,175	239,175	239,175
209,784	208,729	241,250		TOTAL AIRPORT DEBT SERVICE FUND EXPENSES	239,175	239,175	239,175
66,348	70,118	-		AIRPORT DEBT SERVICE FUND - REVENUE LESS EXPENSES	-	-	-

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18	FY18/19	FY19/20		Account	FY20/21	FY20/21	FY20/21
Actual	Actual	Budget	Account Number	Description	Proposed	Approved	Adopted
					Budget	Budget	Budget
				WATER REVENUE BOND 041			
				REVENUES			
				paid off 1/18			
-	-	-	041-0000-300.00-00	BEGINNING BALANCE	-		
-	-	-	041-0000-361.00-00	INTEREST REVENUES	-		
6,326,730	-	-	041-0000-391.53-00	WATER DEPT CAP RESERVE FUND	-		
6,326,730	-	-		TOTAL WATER REVENUE BOND REVENUES	-	-	-
				EXPENDITURES			
6,125,000	-	-	041-4100-000.79-15	BOND PRINCIPAL	-		
200,480	-	-	041-4100-000.79-25	BOND INTEREST	-		
6,325,480	-	-		TOTAL DEBT SERVICE	-	-	-
1,250	-	-	041-9500-000.81-59	TO UTILITY REVENUE BOND	-		
-	-	-	041-9500-000.81-53	TO WATER DEPT CAP RESERVE FUND	-	-	-
1,250	-	-		TOTAL OPERATING TRANSFERS OUT	-	-	-
6,326,730	-	-		TOTAL WATER REVENUE BOND EXPENSES	-	-	-
-	-	-		WATER REVENUE BOND - REVENUES LESS EXPENSES	-	-	-

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	FY20/21 Proposed Budget	FY20/21 Approved Budget	FY20/21 Adopted Budget
FFCO 2008 DEBT SVC FUND 043							
REVENUES							
-	14,370	14,370	043-0000-300.00-00	BEGINNING BALANCE	-	-	-
-	-	-	043-0000-361.00-00	INTEREST REVENUES	-	-	-
139,105	124,899	110,530	043-0000-363.80-00	STATE OFFICE BLDG INCOME	124,735	124,735	124,735
59,931	60,010	60,010	043-0000-391.05-00	FROM STREET FUND	59,932	59,932	59,932
59,932	60,010	60,010	043-0000-391.51-00	FROM WATER UTILITY FUND	59,932	59,932	59,932
59,932	60,011	60,010	043-0000-391.55-00	FROM WASTEWATER UTILITY FUND	59,932	59,932	59,932
318,900	319,300	304,930	TOTAL FFCO 2008 DEBT SVC FUND REVENUES		304,531	304,531	304,531
EXPENDITURES							
240,000	250,000	260,000	043-4300-000.79-50	PRINCIPAL PMTS	270,000	270,000	270,000
64,530	54,930	44,930	043-4300-000.79-60	INTEREST PMTS	34,531	34,531	34,531
304,530	304,930	304,930	TOTAL DEBT SERVICE		304,531	304,531	304,531
304,530	304,930	304,930	TOTAL FFCO 2008 DEBT SVC FUND EXPENSES		304,531	304,531	304,531
14,370	14,370	-	FFCO 2008 DEBT SVC FUND - REVENUES LESS EXPENSES		-	-	-
2009 FFCO DEBT SERVICE FUND 044							
REVENUES							
-	1	1	044-0000-300.00-00	BEGINNING BALANCE	-	-	-
803,788	800,538	801,287	044-0000-332.50-00	FROM URBAN RENEWAL	805,888	805,888	805,888
-	-	-	044-0000-361.00-00	INTEREST REVENUES	-	-	-
105,466	102,398	102,939	044-0000-391.36-00	FROM SPECIAL ASSESSMENT FUND	103,950	103,950	103,950
33,451	32,478	32,650	044-0000-391.53-00	FROM WA CAPITAL RESERVE FUND	32,970	32,970	32,970
7,158	6,949	6,986	044-0000-391.56-00	FROM SW SPECIAL RESERVE FUND	7,055	7,055	7,055
949,863	942,364	943,863	TOTAL FFCO 2009 DEBT SVC FUND REVENUES		949,863	949,863	949,863
EXPENDITURES							
550,000	570,000	600,000	044-4300-000.79-50	PRINCIPAL PMTS	630,000	630,000	630,000
399,863	372,363	343,863	044-4300-000.79-60	INTEREST PMTS	319,863	319,863	319,863
949,863	942,363	943,863	TOTAL DEBT SERVICE		949,863	949,863	949,863
949,863	942,363	943,863	TOTAL 2009 FFCO DEBT SVC FUND EXPENSES		949,863	949,863	949,863
1	1	-	2009 FFCO DEBT SVC FUND - REVENUES LESS EXPENSES		-	-	-

**City of The Dalles, Oregon
Fiscal Year 2020-21 Budget**

FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	Account Number	Account Description	FY20/21 Proposed Budget	FY20/21 Approved Budget	FY20/21 Adopted Budget
				WASTEWATER UTILITY REVENUE BOND 058			
				REVENUES			
				paid off 1/18			
229,031	(1)	-	058-0000-300.00-00	BEGINNING BALANCE	-		
1,898	-	-	058-0000-361.00-00	INTEREST REVENUES	-		
2,549,319	-	-	058-0000-391.57-00	WASTEWATER CONST	-		
2,780,248	(1)	-		TOTAL WASTEWATER PLANT DEBT SVC FUND REVENUES	-	-	-
				EXPENDITURES			
2,455,000	-	-	058-5800-000.79-15	BOND PRINCIPAL	-		
93,070	-	-	058-5800-000.79-25	BOND INTEREST	-		
2,548,070	-	-		TOTAL DEBT SERVICE	-	-	-
232,179	-	-	058-9500-000.81-59	TO UTILITY REVENUE BOND	-		
232,179	-	-		TOTAL OPERATING TRANSFERS OUT	-		
-	-	-	058-9500-000.88-10	RATE STABILIZATION ACCT	-		
-	-	-		TOTAL RESERVE	-	-	-
2,780,249	-	-		TOTAL WASTEWATER PLANT DEBT SVC FUND EXPENSES	-	-	-
(1)	(1)	-		WASTEWATER PLANT DEBT SVC FUND - REVENUES LESS EXPENSES	-	-	-
				UTILITY REVENUE BOND 059			
				REVENUES			
-	1	-	059-0000-300.00-00	BEGINNING BALANCE	1,148	1,148	1,148
-	-	-	059-0000-361.00-00	INTEREST REVENUES	-	-	-
1,250	-	-	059-0000-391.41-00	TRANSFER FROM WATER REV BOND	-	-	-
463,041	505,174	501,786	059-0000-391.53-00	WATER FUND	502,974	502,974	502,974
505,158	837,216	838,416	059-0000-391.57-00	WASTEWATER FUND	838,326	838,326	838,326
1,250	-	-	059-0000-391.58-00	TRANSFER IN FROM WASTERWATER REV	-	-	-
12,189,570	-	-	059-0000-393.10-00	BOND PROCEEDS	-	-	-
13,160,268	1,342,391	1,340,202		TOTAL UTILITY REVENUE DEBT SVC FUND REVENUES	1,342,448	1,342,448	1,342,448
				EXPENDITURES			
77,719	-	-	059-5900-000.31-10	COST OF ISSUANCE	-	-	-
859,710	1,039,883	1,065,460	059-5900-000.79-50	BOND PRINCIPAL	1,095,005	1,095,005	1,095,005
108,487	301,360	274,742	059-5900-000.79-60	BOND INTEREST	246,295	246,295	246,295
			059-0000-391.53-00	UTILITY FUND RESERVE FUND	1,148	1,148	1,148
1,045,916	1,341,243	1,340,202		TOTAL DEBT SERVICE	1,342,448	1,342,448	1,342,448
6,149,877	-	-	059-9500-000.81-41	TRANSFER TO WATER DEBT	-	-	-
3,500,000	-	-	059-9500-000.81-57	TO SW PLANT CONSTC FUND	-	-	-
2,464,474	-	-	059-9500-000.81-58	TRANSFER TO WASTEWATER REV	-	-	-
12,114,351	-	-		TOTAL OPERATING TRANSFERS OUT	-	-	-
13,160,268	1,341,243	1,340,202		TOTAL UTILITY REVENUE DEBT SVC FUND EXPENSES	1,342,448	1,342,448	1,342,448
1	1,148	-		UTILITY REVENUE DEBT SVC FUND - REVENUES LESS EXPENSES	-	-	-
81,986,407	54,179,327	71,339,959		TOTAL BUDGET REVENUES	73,739,683	73,868,277	73,868,277
59,218,093	30,427,236	71,339,959		TOTAL BUDGET EXPENDITURES	73,739,683	73,868,277	73,868,277
22,768,313	23,752,091	-		TOTAL BUDGET - REVENUES LESS EXPENSES	0	0	0
22,768,313	23,752,090	-			0	0	0

City of The Dalles, Oregon
SUMMARY OF PROPERTY TAX LEVIES FOR FY 20/21

General Fund	
2019 Estimated Assessed Value	1,192,834,151
Permanent Rate	x <u>\$ 0.0030155</u>
Estimated taxes	\$ 3,596,991
Less Compression	\$ 128,260
Less Appeal Reserves	\$ -
Less uncollectible in year levied	<u>\$ 478,997</u>
General Fund taxes to Balance Budget	\$ 2,989,735
<hr/>	
Total Levies	\$ 3,596,991
Estimated Taxes Not to be Received	<u>\$ 607,257</u>
Total Taxes to Balance Budget	<u><u>\$ 2,989,735</u></u>

**City of The Dalles, Oregon
Budget Prep 2020-2021
Interfund Transfers**

	Transferred From:														Total Transfers In	
	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	State Office Building		
Transferred To:																
General Fund		91,435	226,100		1,520	10,000		442,848		368,072						1,139,975
Library Fund																-
Street Fund	300,000							171,258		155,241						626,499
Unemployment Fund	17,443	2,761	2,806					7,489		4,306						34,805
Special Grants Fund																-
State Office Building Fund							9,824									9,824
Capital Projects Fund		10,000														10,000
PW Reserve Fund			94,000					100,000		250,000						444,000
Trans Sys Reserve Fund																-
Water Capital Reserve Fund								1,500,777								1,500,777
Utility Bond Debt Svc Fund									502,974			838,326				1,341,300
Sewer Special Reserve Fund										245,000						245,000
Sewer Plant Construction Fund										1,211,472	700,000					1,911,472
Sewer Bond Debt Svc Fund																-
FFCO 2008 Debt Service Fund			59,932					59,932		59,932						179,796
2009 FFCO Debt Service Fund						103,950			32,970		7,055					143,975
Airport Fund	115,000															115,000
Airport Debt Service Fund													3,974			3,974
Total Transfers Out:	432,443	104,196	382,838	-	1,520	113,950	9,824	2,282,304	535,944	2,294,023	707,055	838,326	3,974			7,706,397

City of The Dalles, Oregon
Fiscal Year 2020-2021 Budget

Appendix C

GENERAL FUND SALARIES	Salary Range		Budgeted
	<u>Low</u>	<u>High</u>	<u>Salaries</u>
Administration			
City Manager	-	-	139,774
			<hr/> 139,774
City Clerk			
City Clerk	6,975	8,579	95,141
			<hr/> 95,141
Legal and Judicial			
Municipal Court Clerk	3,505	4,187	22,259
Municipal Court Judge (2 PT)	-	-	32,137
			<hr/> -
			54,396
Finance			
Director	6,975	8,579	98,238
Finance Specialist	4,750	5,842	63,211
Internal Control Specialist	4,097	5,039	60,463
Account Clerk II	3,505	4,187	44,152
Account Clerk II	3,505	4,187	22,259
			<hr/> 288,323
Personnel			
HR Director	6,975	8,579	95,141
Background Check Officer (PT)	-	-	4,080
Safety Officer	4,892	6,017	64,626
			<hr/> 163,847
Planning Development			
Director	6,975	8,579	102,934
Senior Planner	5,346	6,575	78,890
Assoc Planner	4,750	5,842	63,211
Planner	3,977	4,892	51,270
Community Development Analyst	4,612	5,671	55,880
Department Secretary	3,124	3,731	39,922
			<hr/> 392,107
Police			
Chief	7,149	8,792	106,022
Captain	6,352	7,812	101,735
Sergeant (4)	5,813	7,149	357,458
Patrol Officers (18)	4,733	5,653	1,168,991
Administrative Secretary	3,314	4,076	49,162
Department Secretary (1 FT = 1 PT)	3,384	4,040	48,482
Evidence Clerk (PT)	21.02\hr	25.84\hr	15,660
Holiday accrual pay off			49,446
Field Training officer pay			14,000
Standby time			8,500
Overtime			131,300
Secretarial (PT)	-	-	2,000
Holiday Parking Patrol (PT)	-	-	2,640
Certification pay			75,676
Language Incentive	-	-	14,991
Maintenance Worker (2) (Equip Operator wage rar	3,806	4,545	5,453
			<hr/> 2,151,516

City of The Dalles, Oregon
Fiscal Year 2020-2021 Budget

Appendix C

IT	Information Technology Manager	5,506	6,771	81,257
	3/4 time IT Tech	3,640	4,477	<u>35,206</u>
				116,463
City Hall	Maintenance Worker (2) (Equip Operator wage rar	3,806	4,545	<u>43,620</u>
				43,620
Codes Enforcement	Code Enforcement Officer	3,234	3,978	47,730
				<u>47,730</u>
Dog Control Department	Dog Control Officer	3,218	3,958	<u>33,251</u>
				33,251

LIBRARY FUND

	Salary Range		Budgeted Salaries
	<u>Low</u>	<u>High</u>	
Director	6,975	8,579	102,934
Technical Assistant II (5)	3,332	3,979	230,001
Technical Assistant I (4 FT + 1 PT)	2,906	3,470	182,111
Maintenance Worker (2) (Equip Operator wage rar	3,825	4,568	15,958
Library Page	12.06\hr	14.81\hr	24,623
Overtime			<u>11,000</u>
			566,627

SPECIAL REVENUE FUND

State Office Building	Maintenance Worker (2) (Equip Operator wage rar	3,806	4,545	<u>43,620</u>
				43,620

(1) Position divided 40% City Hall, 5% Police, 40% SOB, 15% Library

PUBLIC WORKS FUNDS

	Salary Range		Budgeted Salaries
	<u>Low</u>	<u>High</u>	
Director	7,149	8,792	106,022
Public Works Engineer	6,352	7,812	94,199
Project Engineer (2)	5,479	6,738	162,514
Utilities Supervisor (2)	5,479	6,738	162,514
Transportation Supervisor	5,479	6,738	69,072
Regulatory Comp Supervisor	5,479	6,738	79,876
Director's Assistant	6,623	8,014	79,671
Administrative Secretary	3,315	4,238	49,162
Department Secretary	3,108	3,711	42,828
Development inspector	4,726	5,813	70,093
Acct Clerk II	3,488	4,166	50,228
Equipment Operator (6)	3,786	4,521	316,115
Water Quality Manager	5,812	7,149	86,205
Bio Lab Technician	4,193	5,008	61,605
Certified Operator (21)	4,275	5,105	1,232,029
Certified Mechanic (2)	3,863	4,612	111,188

**City of The Dalles, Oregon
Fiscal Year 2020-2021 Budget**

Appendix C

Maintenance Worker	3,415	4,078	51,171
Lead worker			18,200
Watershed			26,000
Part-Time	-	-	<u>118,480</u>
			2,987,172

(1) Includes incentive/certification pay

RESOLUTION NO. 20-010

A RESOLUTION ADOPTING THE FISCAL YEAR 2020-2021 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 4, 2020, approved and recommended a balanced budget to the City Council; and

WHEREAS, in accordance with State Law, the City held a Public Hearing on the approved budget on June 8, 2020; 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 2020-2021 in the total of \$73,868,277 now on file in the office of the City Finance Director.

Section 3. Setting Appropriations. The amounts for the Fiscal Year beginning July 1, 2020 and for the purposes shown are hereby appropriated as follows:

GENERAL FUND (001)	
City Council Department	780,800
City Clerk Department	166,187
City Manager	227,474
Legal / Judicial Department	177,644
Finance / Utility Billing Department	778,216
Personnel Department	273,698
Planning Department	848,193
Police Department	4,263,798
Technology Department	317,823
City Hall / Transportation Center Department	426,671

Code Enforcement Department	-
Animal Control Department	76,878
Special Payments	661,603
Interfund Transfers	432,443
Contingency	778,850
TOTAL GENERAL FUND (001) *	10,210,278
LIBRARY FUND (004)	
Library Department	1,787,938
Interfund Transfers	104,196
Contingency	186,718
TOTAL LIBRARY FUND (004) **	2,078,852
STREET FUND (005)	
Public Works Department	3,357,557
Interfund Transfers	382,838
Contingency	155,591
TOTAL STREET FUND (005)	3,895,986
PUBLIC WORKS RESERVE FUND (009)	
Public Works Department	888,950
TOTAL PUBLIC WORKS RESERVE FUND (009)	888,950
UNEMPLOYMENT RESERVE FUND (010)	
Personnel Services	95,259
TOTAL UNEMPLOYMENT RESERVE FUND (010)	95,259
COMMUNITY BENEVOLENCE FUND - VIETNAM MEMORIAL (011)	
Materials & Services	8,295
TOTAL COMMUNITY BENEVOLENCE FUND (011)	8,295
TRANSPORTATION SYSTEM RESERVE FUND	
Public Works Department	1,246,769
Interfund Transfers	-
TOTAL TRANSPORTATION SYSTEM RESERVE FUND (013)	1,246,769
SPECIAL GRANTS FUND (018)	
Materials & Services	510,480
Capital Outlay	5,591,705
Interfund Transfers	1,520
TOTAL SPECIAL GRANTS FUND (018)	6,103,705
STATE OFFICE BUILDING FUND (021)	
State Office Building Department	381,931
Contingency	75,470
TOTAL STATE OFFICE BUILDING FUND (021)	457,401

SPECIAL ASSESSMENTS FUND (036)		
	Materials & Services	28,300
	Capital Outlay	438,200
	Interfund Transfers	113,950
	TOTAL SPECIAL ASSESSMENTS FUND (036)	580,450
CAPITAL PROJECTS FUND (037)		
	Materials & Services	8,000
	Capital Outlay	428,296
	Debt Service	15,150
	Interfund Transfers	9,824
	TOTAL CAPITAL PROJECTS FUND (037)	461,270
WATER REVENUE BOND FUND (041)		
Public Works Department		
	Debt Service	-
	TOTAL WATER REVENUE BOND FUND (041)	-
FFCO 2008 BOND FUND (043)		
	Debt Service	304,531
	TOTAL FFCO 2008 BOND FUND (043)	304,531
2009 FFCO BOND FUND (044)		
	Debt Service	949,863
	TOTAL 2009 FFCO BOND FUND (044)	949,863
WATER FUND (51)		
Public Works Department		3,979,760
	Interfund Transfers	2,282,304
	Contingency	154,164
	TOTAL WATER FUND (051)	6,416,228
WATER CAPITAL RESERVE FUND (053)		
Public Works Department		17,672,977
	Debt Service	238,379
	Interfund Transfers	535,944
	Contingency	-
	TOTAL WATER CAPITAL RESERVE FUND (053)	18,447,300
WASTEWATER FUND (055)		
Public Works Department		3,571,939
	Interfund Transfers	2,294,023
	Contingency	162,852
	TOTAL WASTEWATER FUND (055)	6,028,814

SEWER CAPITAL RESERVE FUND (056)		
Public Works Department		4,465,439
Interfund Transfers		707,055
	TOTAL SEWER CAPITAL RESERVE FUND (056)	5,172,494
SEWER PLANT CONSTRUCTION FUND (057)		
Public Works Department		1,477,288
Debt Service		96,628
Interfund Transfers		838,326
	TOTAL SEWER PLAN CONSTRUCTION FUND (057)	2,412,242
SEWER DEBT SERVICE FUND (058)		
Public Works Department		-
Debt Service		-
Contingency		-
	TOTAL SEWER DEBT SERVICE FUND (058)	-
UTILITY REVENUE BOND (059)		
Public Works Department		
Debt Service		1,342,448
	TOTAL UTILITY REVENUE BOND (059)	1,342,448
AIRPORT FUND (061)		
Airport Department		1,384,929
Contingency		385,956
Interfund Transfers		3,974
	TOTAL AIRPORT FUND (061)	1,774,859
SPECIAL ENTERPRIZE ZONE FUND(022)		
Special Enterprize Department		1,162,445
	TOTAL SPECIAL ENTERPRIZE ZONE FUND (022)	1,162,445
AIRPORT DEBT SERVICE FUND (062)		
Airport Department		-
Debt Service		239,175
	TOTAL AIRPORT DEBT SERVICE FUND (062)	239,175
	TOTAL ALL FUNDS	70,277,614

RESOLUTION NO. 20-009

A RESOLUTION DECLARING THE CITY OF THE DALLES' ELECTION TO RECEIVE STATE REVENUES FOR FISCAL YEAR 2020-2021.

WHEREAS, State Revenue Sharing Law, ORS 221.770, requires cities to annually pass a resolution requesting State Revenue Sharing money; and

WHEREAS, the City's Budget Committee held the required Public Hearing on May 4, 2020, to consider possible uses of State Revenue Sharing funds in FY20/21; and

WHEREAS, the City Council held the required Public Hearing on June 8, 2020, to consider the uses of State Revenue Sharing funds in FY20/21 as proposed by the Budget Committee and others;

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

Section 1. Election to Receive State Revenues in FY20/21. Pursuant to ORS 221.770, the City hereby elects to receive State Revenues for the Fiscal Year 2020/2021.

Section 2. Effective Date. This Resolution shall be considered effective as of July 1, 2020.

Section 3. Expiration Date. This Resolution shall expire upon receipt and acceptance of the Audit for FY20/21.

PASSED AND ADOPTED THIS 8th DAY OF JUNE, 2020.

Voting Yes, Councilors: Runyon, McGlothlin, Miller, Randall
Voting No, Councilors: _____
Absent, Councilors: Long-Curtiss
Abstaining, Councilors: _____

AND APPROVED BY THE MAYOR THIS 8th DAY OF JUNE, 2020.

SIGNED: Richard A. Mays
Richard A. Mays, Mayor

ATTEST: Izetta Grossman, CMC
Izetta Grossman, CMC City Clerk

I certify that a Public Hearing before the City of The Dalles Budget Committee was held on May 4, 2020, and a Public Hearing was held before the City of The Dalles City Council on June 8, 2020 giving citizens an opportunity to comment on use of State Revenue Sharing.

CERTIFIED BY: Izetta Grossman, CMC
Izetta Grossman, CMC City Clerk

* An Unappropriated Ending Fund Balance has been set for the General Fund in the amount of:	2,716,675
** An Unappropriated Ending Fund Balance has been set for the Library Fund in the amount of:	873,988
TOTAL ADOPTED BUDGET	73,868,277

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 2020-2021 upon the assessed value of all taxable property within the City of The Dalles as of 12:01 AM, July 1, 2020.

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

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

PASSED AND ADOPTED THIS 8th DAY OF JUNE, 2020.

Voting Yes, Councilors: Runyon, McGlothlin, Randall, Miller
Voting No, Councilors: _____
Absent, Councilors: Long-Curtiss
Abstaining, Councilors: _____

AND APPROVED BY THE MAYOR THIS 8th DAY OF JUNE, 2020.

SIGNED:

Richard A. Mays

Richard A. Mays, Mayor

ATTEST:

Izetta Grossman, CMC
Izetta Grossman, CMC City Clerk