



City of The Dalles, Oregon

Adopted Budget

Fiscal Year 2019-2020



CITY OF THE DALLES

ADOPTED BUDGET

Fiscal Year 2019 – 2020

City of The Dalles Budget Committee

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Russ Brown
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Dan Richardson
Beatriz Olivan
Taner Elliot
Joe Barcott

Presented By:

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

DEPARTMENT MANAGERS

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

**CITY OF THE DALLES
FY 19/20 BUDGET**

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City of The Dalles, Oregon
FISCAL YEAR 2019-20
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 19-004) to equal four months of net operating expenses for the General Operating Fund
 - Maintain General Fund Contingency at least at 10% (BIP 19-004)
 - Five year Capital Improvement Plans in the General, Street, Water and Wastewater/Storm Sewer Funds (BIP 19-008 and 19-009)
 - 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 19-007)
 - Public Works capital projects that involve construction contracts are to be budgeted in Public Works Capital Funds (BIP 19-009)
 - Water (BIP 19-014) and Wastewater (BIP 19-013) implement Master Plan system improvements
- B. **City's Strategic Plan:** The City's Strategic Plan, also referred to as performance benchmarking, (attached as Appendix VII) has replaced the goal setting process used in the past. The Plan includes the City's Vision, Mission, Goals, Values, Objectives, and Strategies. It allows the City to track performance benchmarks on all of our goals and objectives and provides much broader participation on the behalf of staff to help establish how to meet our goals.
- C. **Personnel Cost:** For compensation purposes, the City has four categories of employees as listed below.
1. **SEIU Represented General Employees.** This union includes Public Works, clerical, and Library positions. The SEIU employees will be in the third year of a three-year contract in FY19/20. The budget has proposed to receive a 2% COLA on July 1, 2019. The City's insurance premium payment increase is capped at 7% in FY19/20 for SEIU employees.
 2. **Police Union Employees.** The three year Police Association contract is effective July 1, 2019. A 2.5% COLA increase on July 1, 2019 is included in the proposed budget, along with a cap of 7% on the maximum amount the City will pay toward insurance premium increases.
 3. **Exempt Employees.** The proposed budget contains a 2% COLA as of July 1, 2019. The cap on the maximum the City will pay towards insurance premium increases at not more than 7% for FY19/20.
 4. **Contract Employees.** The City has three contract employees: the City Attorney, City Manager, and Municipal Court Judge. A 2% COLA has been included in the proposed budget, although salaries will not be set until after annual performance evaluations in May.

SECTION II.

GENERAL FUND

- A. **General Fund Resources:** General Fund budgeted resources have increased \$907,389 (16.9%) to the level of \$8,893,476. The beginning fund balance of \$3,166,468 reflects a decrease of 4.2% (\$136,625) over the current year actual. Below is a list of major variances.

1. Property Taxes. We have budgeted for an assessed value with a 93% collection rate in FY 2019-20. Property taxes are 26% of General Fund Revenues. This is a decrease over last year's 29%.
2. Franchise Fees: This year PUD fees are estimated to increase of an average 40% over last year, and other franchise fees are estimated to stay at the same as last year.
3. Transient Room Taxes: We are estimating that Transient Room Tax collection will be close to the same as budgeted from last year, with an estimated 5.6% increase.
4. Court Fines: Court Fines are continuing to increase, with an estimated 11.4% increase
5. Marijuana Revenue: In 2019/20 we are budgeting to receive an estimated 5.83% increase in this next fiscal year.
6. Parks and Recreation District: We are estimating to receive \$6,500 in the General Fund for providing accounting services.

B. Expenditures: The following chart summarizes the General Fund budget difference by category. BIP 19-002 summarizes the differences by department. The General Fund operating costs (Personnel and Materials & Services) budget are proposed to increase about .3% and new revenue increased 16.9%.

Breakdown	Current FY18/19	FY19/20 Request	\$ Difference	% Difference
General Fund Totals	10,315,789	12,059,944	1,744,155	16.9%
General Fund Breakdown	Current FY18/19	FY19/20 Request	\$ Difference	% Difference
Personnel Services	5,490,982	5,637,381	146,399	2.7%
Materials & Services	2,218,108	2,165,350	(52,758)	-2.4%
Capital Outlay	137,250	137,200	(50)	0.0%
Charges for Services	707,000	743,092	36,092	5.1%
Operating Transfers Out	113,000	390,932	277,932	246.0%
Contingency/Unappropriated	1,649,449	2,985,989	1,336,540	81.0%
Total	10,315,789	12,059,944	1,744,155	16.908%

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

1. City Council: This Department's contractual services (where the City budgets several programs where we are involved with other community partners) has been increased by \$8,677. This year, we have budgeted \$20,000 for Fort Dalles Fourth celebration, which is a decrease of \$15,000 from last year. We have also increased our budget for

workshops in the amount of \$20,000. An additional \$30,000 has been put in the budget for Beautification from previous years. \$10,000 is budgeted for the LINK transportation system. We have budgeted \$15,000 for support of the Murals. This year we have not budgeted for the Small Grants and have budgeted more in the Tourism budget for the Chamber to provide those small grant projects.

2. Economic Development: This Department is requesting \$20,000 to fund an Economic Opportunities Analysis (EOA). (BIP 19-006). The Main Street contribution is proposed to be a \$25,000 amount.
3. Police: The Police Department has budget for one marked patrol vehicle, two unmarked vehicles and one armor vehicle in the amount of \$103,600 BIP (19-011). The Police Department has budgeted for Body Cameras, in the amount of \$42,235 BIP (19-010). Police services cost 36% of the General Fund expenditures, and exceed property tax revenue by \$1,153,226.
4. Transfer to Street Fund: This year we will be transferring \$300,000 to the Street Fund for our Streets Preventive Maintenance Program.

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 19-009):
 1. Street Fund (#05) - Street and Bridge Replacement Fund (#13)
 2. Water Fund (#51) - Water Capital Reserve Fund (#53)
 3. Wastewater Fund (#55) - Sewer Special Reserve Fund (#56) and Sewer Plant Construction Fund (#57)

- B. **Street Fund**: Gas Tax and State Shared Revenues are projected to remain nearly the same compared to those budgeted in 2018/19. Local Fuel tax is expected to decrease by \$5,000 over last year's budget. About \$81,402 from the Northwest Natural franchise fees is being placed in this fund for the sixth year. We will be transferring \$300,000 from the General Fund into the Street Fund this year. With this funding, a total of \$483,750 is proposed to be budgeted for street maintenance projects and another \$100,000 is budgeted for sidewalk ADA ramp upgrades. Within Fund 13, the Transportation System Reserve Fund, the proposed FY 2019/20 budget allocates funds for construction of the second phase of the Scenic Drive Stabilization project. This project will utilize Surface Transportation Funds as allocated by the State which are funds that cannot be used for ordinary street maintenance activities. Fund 13 also identifies \$696,042 in accumulated Transportation SDC funds that can only be used for projects that increase capacity of the transportation systems as identified in the updated Transportation System Plan (TSP).

- C. **Water Fund:** The proposed 2019/20 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 contractual means rather than by funding one half of a City Police officer position.
- D. **Water Capital Reserve Fund:** The proposed FY 2019/20 budget allocates \$10,091,787 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 is to be provided by a private source. Also included in the proposed budget is \$1,174,329 to repay a private no-interest loan that was provided to the City related to construction of upgrades to the Lone Pine Well. \$772,816 is budgeted for debt payments for the 2018 Utility Revenue Bond, the 2009 FFCO bond, and ARRA loan. This is 13.53% of our user fees.
- E. **Wastewater/Storm Sewer Fund:** No sewer rate increase is proposed in FY 2019/20 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 increased from the prior year by 85% which was made possible by a higher-than-normal beginning fund balance. With completion of the Wastewater Treatment Plant Upgrade project in early FY 2019/20, much of these transferred funds have been allocated to 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 19-009). Dedicated storm water system fees are budgeted in this fund. Within the proposed budget, \$1,836,600 is allocated for the West Second Street Sanitary and Storm Sewer Project Phase 2 project, \$390,000 is for an upgrade to sanitary sewer lines that cross under I-84, \$205,000 is for sanitary sewer upgrades in East Scenic Drive, and \$375,000 is identified for sanitary sewer slip-lining projects. We will also have \$97,452 available for future sanitary sewer line projects.
- G. **Sewer Treatment Plant Construction:** This fund includes \$1,270,000 in new money, in addition to \$882,102 in reserve money set aside in prior years for Master Plan capital improvements. The schedule of projects to be funded with these monies was updated with the completion of the new Wastewater Master Plan. This year we are budgeting \$200,000 to complete electrical upgrades needed at the Wastewater Treatment Plant and \$1,016,454 for future plant projects. \$935,648 is budgeted for debt payments related to the 2018 Utility Revenue Bond and the 2017 Clean Water State Revolving Fund loan.

SECTION IV.

OTHER FUNDS

- A. **Library:** The Library Fund has been totally dependent for operating funds on the Library District for the past seven years. The District will contribute \$1,386,290 in taxes to the City in FY19/20. The District is paying the General Fund \$102,229 for administrative services (BIP 19-007).
- B. **Capital Projects Fund:** This fund will be receiving approximately \$93,124 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 \$334,656 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. (\$197,052)
 2. \$19,000 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 add to it, in the amount of \$35,000.00. This will give dock maintenance a total of \$90,000 for future repairs.
- C. **Special Grants Fund:** The Special Grants Fund includes the following projects:
1. Bike Hub Grant Project.
 2. SHPO Grant
 3. DEQ/EQP Brownfield Grant
 4. Westside Study

SECTION V.

SUMMARY

Page 1 of this budget is an Overview Summary of all funds. The total City Budget of \$70,760,503 represents a 11.59% increase over last year's \$63,408,070 (as amended).

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

- Main Street Program. \$25,000 was budgeted, but their funding request was for \$60,000.
- Main Street Ships Coordinator. \$40,000 was budgeted, \$60,000 was requested.
- Fort Dalles Fourth. \$20,000 was budgeted for fireworks (\$35,000 was requested) and \$15,000 was budgeted for mural restoration.
- Fire Museum Curation. \$1,800 is being requested for the addition of a display. This request came in after the budget was developed and is not included in the proposed budget.
- Blue Zones. \$50,000 was requested, this was not included in the proposed budget for 19/20 Fiscal year.
- Next Door, Inc. \$25,000 was requested as general support, but funding was not included in the proposed budget.

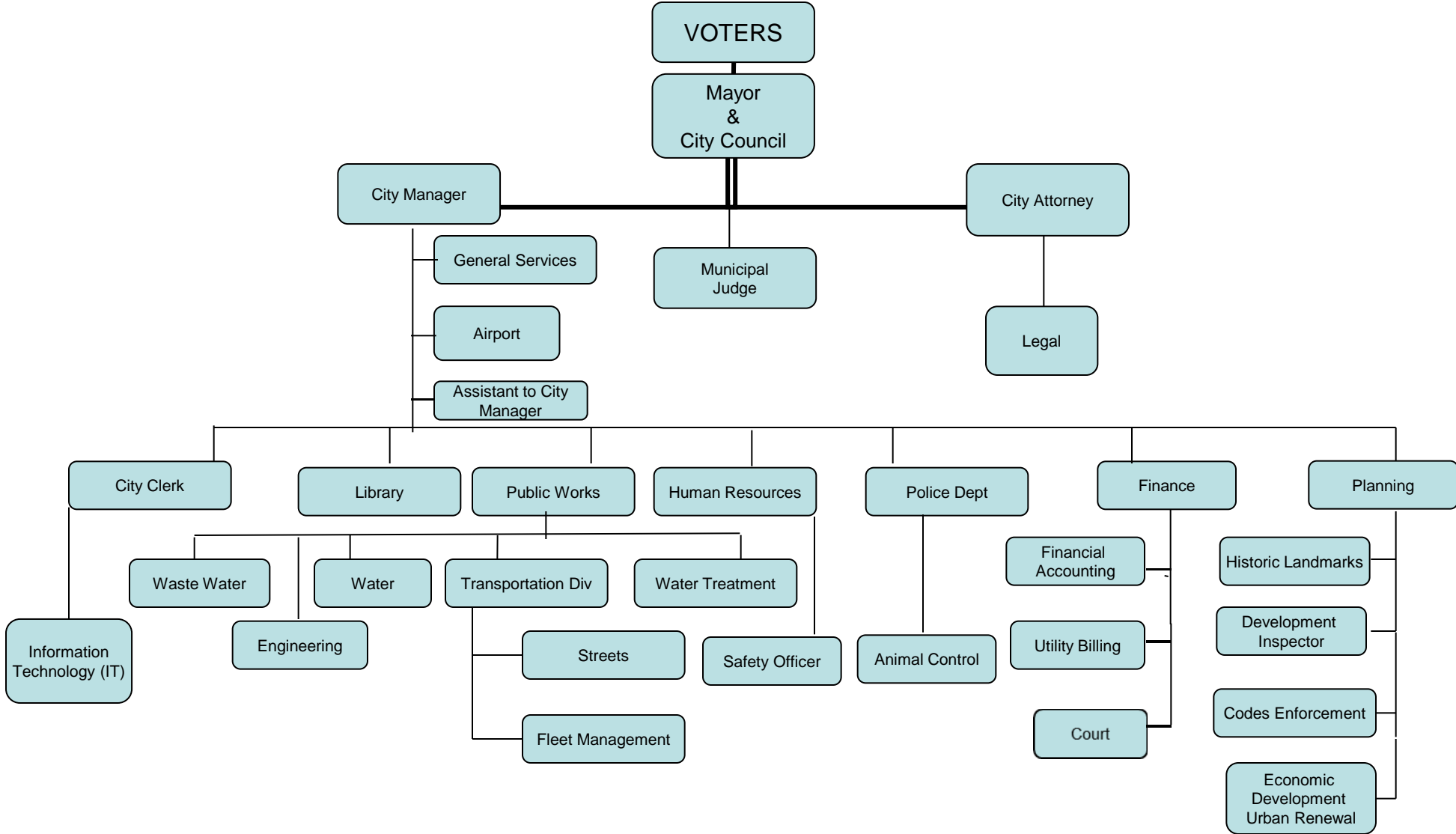
- YouthThink. \$12,000 was budgeted, their total funding request was \$35,000.
- LINK funding is included in the proposed budget at \$20,000, but their funding request was \$50,000.

If the Budget Committee were to add all these requests that are not included in the proposed budget, the General Fund would incur an additional \$202,000 in expenses, reducing the ending fund balance to \$844,212.

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

Julie Krueger, City Manager/Budget Officer

City of The Dalles – Organizational Flow Chart



City of The Dalles, Oregon
Fiscal Year 2019-20 Budget
OVERVIEW SUMMARY OF ALL FUNDS

REVENUE/ COST CENTERS	GENERAL FUND	LIBRARY FUND	PUBLIC WORKS	AIRPORT SERVICES	CAPITAL IMPRV	SPECIAL REVENUE	DEBT SERVICE	FY19/20 BUDGET
BEGINNING BALANCE	3,166,468	1,386,290	11,504,116	343,666	840,170	3,590,445	77,568	20,908,723
REVENUES	7,703,621	1,348,068	14,141,182	2,320,483	178,745	2,828,300	2,430,072	30,950,471
OTHER SOURCES	1,189,855	-	17,176,236	65,000	-	147,613	322,605	18,901,309
	-	-	-	-	-	-	-	-
TOTAL RESOURCES	12,059,944	2,734,358	42,821,534	2,729,149	1,018,915	6,566,358	2,830,245	70,760,503
CITY COUNCIL	352,981							352,981
CITY CLERK	158,711							158,711
CITY MANAGER	335,325							335,325
LEGAL AND JUDICIAL	487,555							487,555
FINANCE/UTILITY BILLING	619,178							619,178
HUMAN RESOURCES	242,689							242,689
PLANNING/ECONOMIC DEV/CODES	729,046							729,046
POLICE	4,344,433							4,344,433
TECHNOLOGY	305,895							305,895
CITY HALL/TRANS CNTR	363,590							363,590
ANIMAL CONTROL	98,528							98,528
LIBRARY		1,523,074						1,523,074
STREET			2,614,880					2,614,880
WATER UTILITY SERVICES			3,791,016					3,791,016
WASTE WATER UTILITY SERV			3,414,376					3,414,376
TRANSPORTATION SYS RSRV			1,472,193					1,472,193
PUBLIC WORKS RESERVE			542,643					542,643
WATER DEPT CAP RESERVE			18,241,116					18,241,116
SEWER SPECIAL RESERVE			2,904,052					2,904,052
SEWER PLANT CONST			1,216,454					1,216,454
AIRPORT SERVICES				2,293,179				2,293,179
SPECIAL ASSESSMENTS					472,046			472,046
CAPITAL PROJECTS					314,052			314,052
FAA GRANT IMPROVEMENT FUND					-			-
UNEMPLOYMENT RESERVE FUND						95,163		95,163
COMMUNITY BENEVOLENCE FUND						11,042		11,042
SPECIAL GRANTS FUND						5,542,774		5,542,774
STATE OFFICE BLDG FUND						289,698		289,698
SPECIAL ENTERPRISE ZONE						545,573		545,573
DEBT SERVICE			238,380		15,150		2,830,245	3,083,775
TOTAL EXPENDITURES	8,037,931	1,523,074	34,435,110	2,293,179	801,248	6,484,250	2,830,245	56,405,037
SPECIAL PAYMENTS	743,092	-	-	-	-	-	-	743,092
TRANSERS OUT	390,932	104,842	8,124,802	-	217,667	-	-	8,838,243
CONTINGENCY	791,493	217,455	261,622	435,970	-	82,108	-	1,788,648
UNAPP ENDING FUND BAL	2,096,496	888,987	-	-	-	-	-	2,985,483
TOTAL OTHER USES	4,022,013	1,211,284	8,386,424	435,970	217,667	82,108	-	14,355,466
TOTALS	12,059,944	2,734,358	42,821,534	2,729,149	1,018,915	6,566,358	2,830,245	70,760,503
FUND TOTALS	-	-	-	-	-	-	-	-

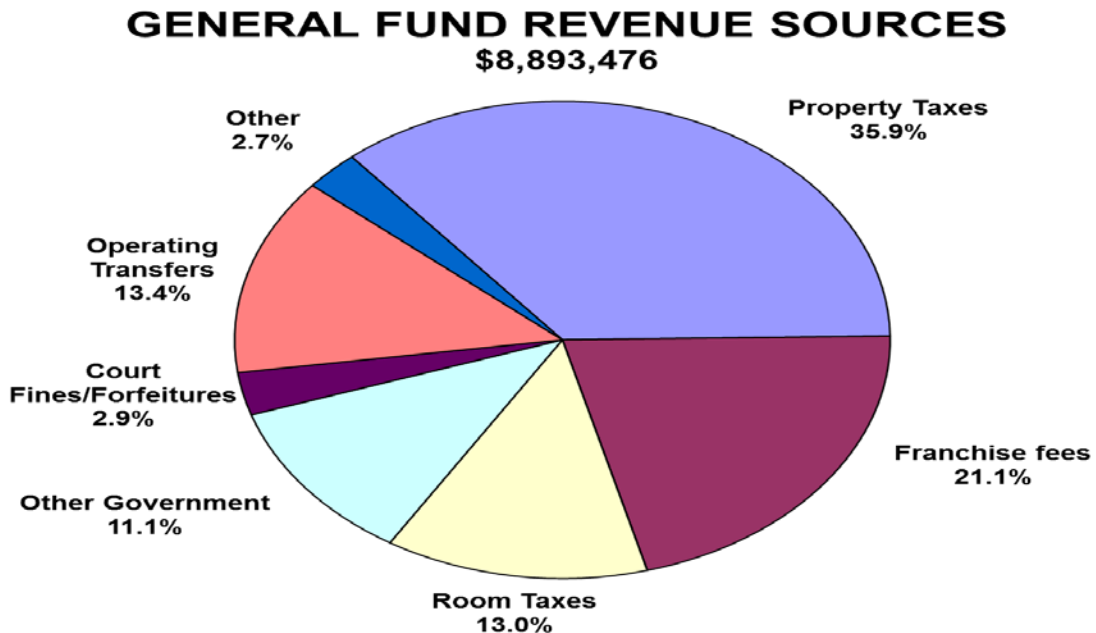
**City of The Dalles, Oregon
Fiscal Year 2019-20 Budget
GENERAL FUND SUMMARY**

<u>FY16/17 Actual</u>	<u>FY17/18 Actual</u>	<u>FY18/19 Budget</u>	<u>Revenue/Cost Centers</u>	<u>Proposed Budget</u>	<u>Approved Budget</u>	<u>Adopted Budget</u>
2,313,090	2,597,678	2,329,702	BEGINNING BALANCE	3,166,468	3,166,468	3,166,468
6,652,806	7,154,219	6,916,733	REVENUES	7,703,621	7,703,621	7,703,621
1,113,734	1,049,319	1,069,354	OTHER SOURCES	1,189,855	1,189,855	1,189,855
10,079,630	10,801,216	10,315,789	TOTAL RESOURCES	12,059,944	12,059,944	12,059,944
350,319	220,814	291,304	CITY COUNCIL	299,981	352,981	352,981
122,390	144,837	148,810	CITY CLERK	158,711	158,711	158,711
178,910	330,220	362,836	CITY MANAGER	335,325	335,325	335,325
172,312	-	-	ECONOMIC DEVELOPMENT	-	-	-
464,416	499,199	506,108	LEGAL AND JUDICIAL	487,555	487,555	487,555
548,579	513,404	630,913	FINANCE & UTILITY BILLING	619,178	619,178	619,178
109,921	186,478	233,915	HUMAN RESOURCES	242,689	242,689	242,689
460,326	470,524	722,431	PLANNING/ECO DVLP/CODES ENF	694,046	729,046	729,046
3,487,781	3,688,228	4,258,876	POLICE	4,344,433	4,344,433	4,344,433
255,975	216,249	260,639	TECHNOLOGY DEPARTMENT	305,895	305,895	305,895
328,819	381,794	346,121	GENERAL SERVICES DEPT	353,590	363,590	363,590
81,497	-	-	CODES ENFORCEMENT	-	-	-
53,032	53,466	84,387	ANIMAL CONTROL	98,528	98,528	98,528
6,614,277	6,705,212	7,846,340	TOTAL EXPENDITURES	7,939,931	8,037,931	8,037,931
577,564	577,911	707,000	SPECIAL PAYMENTS	743,092	743,092	743,092
290,111	215,000	113,000	TRANSFER OUT	390,932	390,932	390,932
-	-	701,241	CONTINGENCY	790,493	791,493	791,493
-	-	948,208	UNAPPROPRIATED ENDING BAL	2,195,496	2,096,496	2,096,496
867,675	792,911	2,469,449	TOTAL OTHER USES	4,120,013	4,022,013	4,022,013
7,481,952	7,498,123	10,315,789	TOTAL EXPENDS & OTHER USES	12,059,944	12,059,944	12,059,944
2,597,678	3,303,093	-	FUND TOTAL	-	-	-

GENERAL FUND RESOURCES

General Fund resources consist of Beginning Fund Balance, Revenues and Other Financing Sources. The FY19/20 proposed Beginning Fund Balance is \$3,166,468, which is \$136,626 less than the actual for FY18/19. \$2,985,989 of the Beginning Balance is allocated to Contingency, Reserve For Future Expenditures and Unappropriated Ending Fund Balance. The City Council has a goal of maintaining a 10% Contingency and this proposed budget meets that goal. However, the City also has a standard of maintaining an Unappropriated Ending Fund Balance equal to 4 months of expenditures so that the City will have funds to function until property taxes are received in November. The proposed budget has approximately met that requirement.

The Revenues proposed General Fund budget (\$8,893,476) includes *Property Taxes* (\$3,191,207), which account for 26% of this total. The *Franchise Fees* (\$1,880,554) is the next largest revenue group and is 14% of total new revenues. The *Operating Transfers In* (1,189,855) are at 10%, and *Transient Room Taxes* (\$1,152,368) are at 10% (Parks & Rec tax is at 25% of the total Transient Room Taxes). *Court Fines & Fees* (\$254,000) are at 2%, *Other Government* revenues (\$988,474) are 11.1%, and *Other* revenues (\$237,018) are at 2.7%, as shown below.

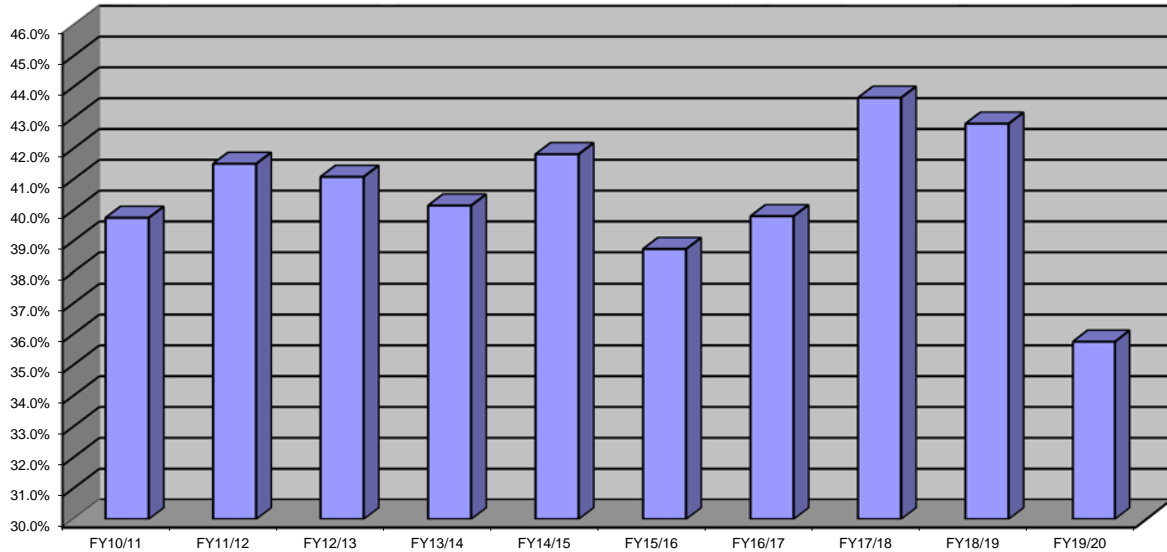


Ballot Measure 50 set maximum assessed value for the 1997-98 fiscal year, and allows for only a 3% increase in value annually, adjusted for new growth and other specific adjustments cited in the legislation. For the purpose of this budget, we did not do a 3% increase in value over the

assessed value of 2018. No new value through annexation was added. The City’s permanent rate of \$3.0155 per thousand was applied to the estimated value resulting in an estimated levy amount. This amount is then adjusted by the anticipated 93% collection rate. In the last couple of years, Tax Compression due to Ballot Measure 10 has increased and is currently estimated at \$171,085.

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

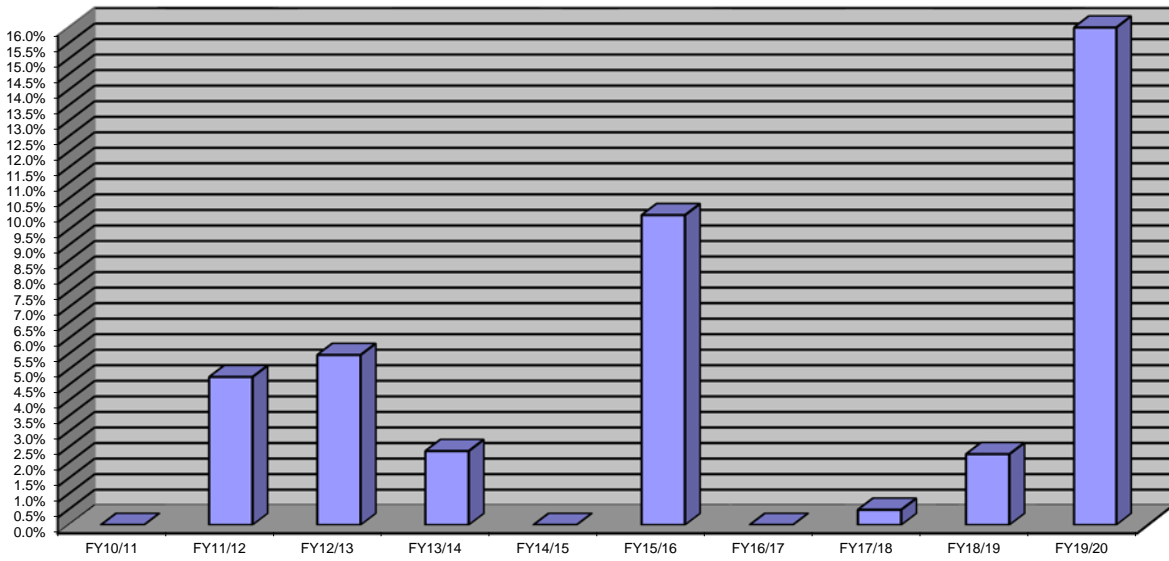
General Fund Property Taxes as a Percent of General Fund Revenues



The *Operating Transfers In* revenues (with the exception of the Special Grants Fund and the Special Assessment Fund) represents payment from the Library and Public Works Funds for FY19/20 for administrative services provided by the General Fund, as well as the General Fund capital needs. These transfers to the General Fund are scheduled in lieu of direct charges for salaries, payroll costs, and materials charged to these other funds. From another perspective, if the General Fund did not provide these services, the Library and Public Works would be required to purchase them externally in order to provide their specific services. Administrative services provided to these other funds include financial support through processing of payroll, accounts payable, utility billing and collection, legal services, and administrative support of the City Council, City Manager and City Clerk.

The total increase in the General Fund resources (excluding Beginning Fund Balance) is 26.8% for FY19/20. This chart shows the annual increases in General Fund Revenue for the last 10 years.

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



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

**City of The Dalles, Oregon
Fiscal Year 2019-20 Budget
GENERAL FUND REVENUES**

FY16/17	FY17/18	FY18/19		Account	FY19/20	FY19/20	FY19/20
Actual	Actual	Budget	Account Number	Description	Proposed	Approved	Adopted
					Budget	Budget	Budget
				GENERAL FUND 001			
				REVENUES			
2,313,090	2,597,678	2,329,702	001-0000-300.00-00	BEGINNING BALANCE	3,166,468	3,166,468	3,166,468
2,828,486	2,914,641	2,897,349	001-0000-311.10-00	PROPERTY TAXES-CURR	3,077,483	3,077,483	3,077,483
106,363	146,416	104,325	001-0000-311.15-00	PROPERTY TAXES-PRIOR	101,874	101,874	101,874
13,856	11,651	6,300	001-0000-311.19-00	UNSEGREGATED TAX INT	11,850	11,850	11,850
40,071	37,911	38,240	001-0000-318.10-00	SPRINT	34,000	34,000	34,000
3,105	2,113	2,485	001-0000-318.15-00	ELECTRIC LIGHT WAVE	25	25	25
-	-	-	001-0000-318.20-00	ZAYO GROUP	-	-	-
-	25,856	8,000	001-0000-318.25-00	LIGHT SPEED NETWORK	26,000	26,000	26,000
103,091	105,978	102,453	001-0000-318.30-00	CHARTER COMMUNICATIONS	106,251	106,251	106,251
83,972	91,853	89,000	001-0000-318.40-00	THE DALLES DISPOSAL	94,778	94,778	94,778
794,439	807,020	804,276	001-0000-319.10-00	TRANSIENT ROOM TAX	864,276	864,276	864,276
264,813	269,007	287,000	001-0000-319.20-00	TRANSIENT ROOM TAX-PARKS	288,092	288,092	288,092
2,380	3,410	2,910	001-0000-320.10-00	LOCAL LIQUOR LICENSES	2,500	2,500	2,500
6,605	7,173	6,000	001-0000-320.20-00	BUILDING PERMITS	9,200	9,200	9,200
2,730	1,470	2,000	001-0000-320.30-00	SIGN PERMITS	2,400	2,400	2,400
3,000	3,380	3,200	001-0000-320.90-00	OTHER LICENSES	4,160	4,160	4,160
11,585	11,698	12,180	001-0000-330.00-00	WASCO CO - PLANNING SHARE	12,080	12,080	12,080
-	-	-	001-0000-331.00-00	FEDERAL REVENUES (Police Grant)	5,000	5,000	5,000
-	7,500	9,000	001-0000-330.20-00	PARKS & REC DISTRICT	6,500	6,500	6,500
183,391	159,791	180,554	001-0000-334.10-00	STATE REV SHARING	187,013	187,013	187,013
-	128,908	60,709	001-0000-335.50-00	MARIJUANA TAX	127,309	127,309	127,309
21,135	18,052	17,697	001-0000-335.60-00	STATE CIGARETTE TAX	17,258	17,258	17,258
202,702	253,993	268,662	001-0000-335.70-00	STATE LIQUOR TAXES	228,314	228,314	228,314
88,882	44,902	80,391	001-0000-337.10-00	URBAN RENEWAL	65,000	65,000	65,000
937,448	1,113,726	1,140,000	001-0000-337.60-00	PUD INTERGOVT	1,600,000	1,600,000	1,600,000
16,350	15,468	19,900	001-0000-337.80-00	QLIFE ROW FEES	19,500	19,500	19,500
1,803	2,046	2,000	001-0000-341.80-00	COPIES, PLANS, ORD'S ETC	2,000	2,000	2,000
39,523	30,617	24,000	001-0000-341.90-00	MISC SALES AND SRVCS	31,000	31,000	31,000
9,375	13,329	7,500	001-0000-343.01-00	PLANNING FEES	15,258	15,258	15,258
239,128	237,342	228,850	001-0000-351.10-00	COURT FINES/FORFEITURES	254,000	254,000	254,000
4,000	3,900	4,500	001-0000-351.15-00	TOWING FINES & FEES	1,000	1,000	1,000
21,010	52,837	37,500	001-0000-361.00-00	INTEREST REVENUES	51,000	51,000	51,000
7,902	8,752	7,752	001-0000-363.50-00	PROPERTY RENTALS	8,500	8,500	8,500
7,856	-	-	001-0000-366.00-00	QLIFE ADMIN SERVICES	-	-	-
163,041	214,361	57,000	001-0000-369.00-00	OTHER MISC REVENUES	45,000	45,000	45,000
444,764	409,121	405,000	001-0000-369.10-00	ENTERPRISE ZONE PAYMENTS	405,000	405,000	405,000
86,133	84,999	80,391	001-0000-391.04-00	TRNSFR FROM LIBRARY FUND	102,229	102,229	102,229
175,938	163,587	197,427	001-0000-391.05-00	TRNSFR FROM STREET FUND	224,993	224,993	224,993
3,000	-	4,000	001-0000-391.18-00	TRNSFR FROM SPECIAL GRANTS FUND	-	-	-
10,000	10,000	10,000	001-0000-391.36-00	TRNSFR FROM SPCL ASSESSMENTS FUND	10,000	10,000	10,000
-	-	-	001-0000-391.37-00	TRNSFR FROM CAPITAL PROJECT FUND	-	-	-
482,591	438,426	442,622	001-0000-391.51-00	TRNSFR FROM WATER UTILITY FUND	468,039	468,039	468,039
344,255	312,305	334,914	001-0000-391.55-00	TRNSFR FROM WASTEWATER UTILITY	384,594	384,594	384,594
11,817	40,002	-	001-0000-392.00-00	SALE OF FIXED ASSETS	-	-	-
10,079,630	10,801,216	10,315,789		TOTAL GENERAL FUND REVENUES	12,059,944	12,059,944	12,059,944

City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY1920 Adopted Budget
GENERAL FUND 001						
REVENUES						
2,313,090	2,597,678	2,329,702	001-0000-300.00-00	BEGINNING BALANCE		3,166,468
2,828,486	2,914,641	2,897,349	001-0000-311.10-00	PROPERTY TAXES-CURR		3,077,483
106,363	146,416	104,325	001-0000-311.15-00	PROPERTY TAXES-PRIOR		101,874
13,856	11,651	6,300	001-0000-311.19-00	UNSEGREGATED TAX INT		11,850
40,071	37,911	38,240	001-0000-318.10-00	SPRINT		34,000
3,105	2,113	2,485	001-0000-318.15-00	ELECTRIC LIGHT WAVE		25
	25,856	8,000	001-0000-318.25-00	LIGHTSPEED NETWORK		26,000
103,091	105,978	102,453	001-0000-318.30-00	CHARTER COMMUNICATIONS		106,251
83,972	91,853	89,000	001-0000-318.40-00	THE DALLES DISPOSAL		94,778
794,439	807,020	804,276	001-0000-319.10-00	TRANSIENT ROOM TAX		864,276
264,813	269,007	287,000	001-0000-319.20-00	TRANSIENT ROOM TAX-PARKS		288,092
2,380	3,410	2,910	001-0000-320.10-00	LOCAL LIQUOR LICENSES		2,500
6,605	7,173	6,000	001-0000-320.20-00	BUILDING PERMITS		9,200
2,730	1,470	2,000	001-0000-320.30-00	SIGN PERMITS		2,400
3,000	3,380	3,200	001-0000-320.90-00	OTHER LICENSES		4,160
11,585	11,698	12,180	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	9,000	001-0000-330.20-00	PARKS & REC DISTRICT		6,500
				New Contracted Services		
-		-	001-0000-331.00-00	FEDERAL REVENUES (Police Grant)		5,000
183,391	159,791	180,554	001-0000-334.10-00	STATE REV SHARING		187,013
				LOC Estimates FY18/19: Liquor Tax Estimate=19.03/20%=95.15X14%=\$13. Per Capita. \$13.32x14,625=194,805 Less unanticipated 4% Collected		
	128,908	60,709	001-0000-335.50-00	MARIJUANA TAX		127,309
				From LOC State Shared Revenue Estimates 2019- 2.99x14,625	43,729	
				City's 3% Local Tax is	83,580	
21,135	18,052	17,697	001-0000-335.60-00	STATE CIGARETTE TAX		17,258
				From LOC State Shared Revenue Estimates 2019- 1.18x14,625		
202,702	253,993	268,662	001-0000-335.70-00	STATE LIQUOR TAXES		228,314
				From LOC State Shared Revenue Estimates 2019- 19.03x14,625 2018 was 1.21		
88,882	44,902	80,391	001-0000-337.10-00	URBAN RENEWAL		65,000
937,448	1,113,726	1,140,000	001-0000-337.60-00	PUD INTERGOVT		1,600,000
16,350	15,468	19,900	001-0000-337.80-00	QLIFE ROW FEES		19,500
1,803	2,046	2,000	001-0000-341.80-00	COPIES, PLANS, ORD'S ETC		2,000
39,523	30,617	24,000	001-0000-341.90-00	MISC SALES AND SRVCS		31,000
				This is where docking fees are 136 boats are scheduled. \$135.00 to \$15.00 to water fund, resale licenses, conduits fees		
9,375	13,329	7,500	001-0000-343.01-00	PLANNING FEES		15,258
239,128	237,342	228,850	001-0000-351.10-00	COURT FINES/FORFEITURES		254,000
4,000	3,900	4,500	001-0000-351.15-00	TOWING FINES & FEES		1,000
21,010	52,837	37,500	001-0000-361.00-00	INTEREST REVENUES		51,000
7,902	8,752	7,752	001-0000-363.50-00	PROPERTY RENTALS		8,500
7,856	-	-	001-0000-366.00-00	QLIFE ADMIN SERVICES		-
163,041	214,361	57,000	001-0000-369.00-00	OTHER MISC REVENUES		45,000
				This where penalties come in for TRT and Saif Refund/Dividend		
444,764	409,121	405,000	001-0000-369.10-00	ENTERPRISE ZONE PAYMENTS		405,000
86,133	84,999	80,391	001-0000-391.04-00	TRNSFR FROM LIBRARY FUND		102,229
175,938	163,587	197,427	001-0000-391.05-00	TRNSFR FROM STREET FUND		224,993

City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget

FY16/17	FY17/18	FY18/19	Account	Account	Line Item	FY1920
Actual	Actual	Budget	Number	Description	Detail	Adopted
						Budget
3,000	-	4,000	001-0000-391.18-00	TRNSFR FROM SPECIAL GRANTS FUND		-
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		-
482,591	438,426	442,622	001-0000-391.51-00	TRNSFR FROM WATER UTILITY FUND		468,039
344,255	312,305	334,914	001-0000-391.55-00	TRNSFR FROM WASTEWATER UTILITY		384,594
11,817	40,002	-	001-0000-392.00-00	SALE OF FIXED ASSETS		
10,079,630	10,801,216	10,315,789	TOTAL GENERAL FUND REVENUES			12,059,944

**City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 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.

2019-2020 Goals, Projects and Highlights

- The City Council goals for Fiscal Year 2019-20 and are listed in the performance benchmarking document.

2018-2019 Accomplishments/Comments

- Completed improvements to Wastewater Treatment Plant, including a renewable energy component.
- Continued safety plan to reduce worker's compensation premiums.

Major Issues to be resolved in the next 5 years

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

2019-20 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 2019-20 Budget
GENERAL FUND - CITY COUNCIL

FY16/17	FY17/18	FY18/19			FY19/20	FY19/20	FY19/20	
Actual	Actual	Budget	Account Number	Account Description	Proposed Budget	Approved Budget	Adopted Budget	
			CITY COUNCIL					
119,825	122,425	99,845	001-0100-000.31-10	CONTRACTUAL SERVICES	101,300	154,300	154,300	
27,566	-	20,000	001-0100-000.31-60	LABOR NEGOTIATIONS	20,000	20,000	20,000	
32,350	36,450	37,600	001-0100-000.32-10	AUDITING SERVICES	39,500	39,500	39,500	
-	-	-	001-0100-000.39-00	OTHER CONTRACTUAL SVCS	-	-	-	
15,058	13,832	23,500	001-0100-000.58-10	TRAVEL, FOOD & LODGING	26,500	26,500	26,500	
1,285	1,625	900	001-0100-000.58-50	TRAINING AND CONFERENCES	2,000	2,000	2,000	
-	-	-	001-0100-000.58-60	WORKSHOPS	20,000	20,000	20,000	
30,317	31,318	19,485	001-0100-000.58-70	MEMBERSHIPS/DUES/SUBSCRIP	21,481	21,481	21,481	
827	102	500	001-0100-000.60-10	OFFICE SUPPLIES	500	500	500	
121,399	14,458	86,974	001-0100-000.60-50	SAFETY SUPPLIES/EQUIP	65,000	65,000	65,000	
1,692	604	2,500	001-0100-000.69-50	MISCELLANEOUS EXPENSES	2,500	2,500	2,500	
-	-	-	001-0100-000.69-80	ASSETS < \$5000	1,200	1,200	1,200	
350,319	220,814	291,304	TOTAL MATERIALS & SERVICES		299,981	352,981	352,981	
350,319	220,814	291,304	TOTAL CITY COUNCIL DEPARTMENT		299,981	352,981	352,981	

City of The Dalles, Oregon
Adopted Fiscal Year 2019-2020 Budget

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 Adopted Budget
GENERAL FUND 001						
CITY COUNCIL						
119,825	122,425	99,845	001-0100-000.31-10	CONTRACTUAL SERVICES		154,300
				MCCOG - LINK	20,000	
				Sister City Program Non-Profit	2,500	
				Youth Think	15,000	
				Fire Museum Displays	1,800	
				Fort Dalles Fourth Celebration	20,000	
				Support for Murals	15,000	
				Blue Zones	50,000	
				Beautification/Arts	30,000	
27,566	-	20,000	001-0100-000.31-60	LABOR NEGOTIATIONS		20,000
				1) Police Association Contract expires 06/30/19		
				2) SEIU contract expires 06/30/20	20,000	
32,350	36,450	37,600	001-0100-000.32-10	AUDITING SERVICES		39,500
				Two year extension with Merina & Company authorized by CC		
				19/20 estimate is \$39,150	34,150	
				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.		
15,058	13,832	23,500	001-0100-000.58-10	TRAVEL, FOOD & LODGING		26,500
				Local events	3,000	
				Council meals & functions	7,000	
				CC attendance at Annual LOC Convention & other official meetings	5,000	
				Community Outreach City members for official trips to Washington, D.C. to lobby	10,000	
				Delegate for official Sister City visit (1)	1,500	
1,285	1,625	900	001-0100-000.58-50	TRAINING AND CONFERENCES		2,000
-	-	-	001-0100-000.58-60	WORKSHOPS		20,000
					20,000	
30,317	31,318	19,485	001-0100-000.58-70	MEMBERSHIPS/DUES/SUBSCRIP		21,481
				LOC	10,923	
				MCEDD	8,308	
				OR Mayor's Association	150	
				Chamber of Commerce	600	
				National League of Cities	1,500	
827	102	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.		
121,399	14,458	86,974	001-0100-000.60-50	SAFETY SUPPLIES/EQUIP		65,000
				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		
1,692	604	2,500	001-0100-000.69-50	MISCELLANEOUS EXPENSES		2,500
				Dignitary Gifts	2,000	
				Miscellaneous	500	
-	-	-	001-0100-000.69-80	ASSETS < \$5000		1,200
				Council Ipads	1,200	
350,319	220,814	291,304	TOTAL MATERIALS & SERVICES			352,981
350,319	220,814	291,304	TOTAL CITY COUNCIL DEPARTMENT			352,981

**City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 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.

2019-20 Goals, Projects and Highlights

- Facilitate next steps of City-wide implementation of digital records management program
- Research appropriate document work flow system/program citywide
- Continue to implement processes and services that will encourage and invite citizen involvement in local government and access to city records
- Begin creation of Standard Operating Procedure Manual for City Clerk’s Office

2018-19 Accomplishments/Comments

- Completed first phase implementation of technologically sound Records Management System – All Departments trained and have begun transferring documents
- Implemented use of ArchiveSocial (records retention) for all three City’s Facebook pages; and Twitter accounts
- Begin succession planning
- Received Certified Municipal Clerk certificate
- Completed Professional Development 3 training
- Presented session for the City’s first Local Government Academy

**City of The Dalles, Oregon
Fiscal Year 2019-20 Budget
GENERAL FUND - CITY CLERK**

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	FY19/20 Proposed Budget	FY19/20 Approved Budget	FY19/20 Adopted Budget
				CITY CLERK			
78,867	82,858	87,475	001-0200-000.11-00	REGULAR SALARIES	90,117	90,117	90,117
17,567	18,099	19,696	001-0200-000.21-10	MEDICAL INSURANCE	20,035	20,035	20,035
552	567	551	001-0200-000.21-20	L-T DISABILITY INSURANCE	568	568	568
44	44	50	001-0200-000.21-30	LIFE INSURANCE	50	50	50
263	184	280	001-0200-000.21-40	WORKERS COMP INSURANCE	147	147	147
5,973	6,273	6,692	001-0200-000.22-00	FICA	6,894	6,894	6,894
10,744	11,283	11,809	001-0200-000.23-00	RETIREMENT CONTRIBUTIONS	12,166	12,166	12,166
2,134	4,804	5,047	001-0200-000.28-00	VEBA CONTRIBUTIONS	5,199	5,199	5,199
-	-	-	001-0200-000.29-00	OTHER EMPLOYEE BENEFITS	-	-	-
116,144	124,112	131,600	TOTAL PERSONNEL SERVICE		135,176	135,176	135,176
		1	Total Full-Time Equivalent (FTE)		1.00	1.00	1.00
29	14,410	9,700	001-0200-000.31-10	CONTRACTUAL SERVICES	13,700	13,700	13,700
499	499	500	001-0200-000.43-40	OFFICE EQUIPMENT	500	500	500
7	38	100	001-0200-000.53-20	POSTAGE	100	100	100
1,199	1,468	1,285	001-0200-000.53-30	TELEPHONE	1,285	1,285	1,285
2,489	2,190	2,800	001-0200-000.58-10	TRAVEL, FOOD & LODGING	2,800	2,800	2,800
1,255	1,305	1,575	001-0200-000.58-50	TRAINING AND CONFERENCES	1,600	1,600	1,600
367	212	250	001-0200-000.58-70	MEMBERSHIPS/DUES/SUBS	250	250	250
337	374	600	001-0200-000.60-10	OFFICE SUPPLIES	600	600	600
-	-	100	001-0200-000.64-10	BOOKS AND PERIODICALS	100	100	100
64	229	300	001-0200-000.69-50	MISCELLANEOUS EXPENSES	500	500	500
-	-	-	001-0200-000.69-80	ASSETS < \$5000	2,100	2,100	2,100
6,246	20,725	17,210	TOTAL MATERIALS AND SERVICES		23,535	23,535	23,535
122,390	144,837	148,810	TOTAL CITY CLERK DEPARTMENT		158,711	158,711	158,711

City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 Adopted Budget
GENERAL FUND 001						
CITY CLERK						
78,867	82,858	87,475	001-0200-000.11-00	REGULAR SALARIES		90,117
17,567	18,099	19,696	001-0200-000.21-10	MEDICAL INSURANCE		20,035
552	567	551	001-0200-000.21-20	L-T DISABILITY INSURANCE		568
44	44	50	001-0200-000.21-30	LIFE INSURANCE		50
263	184	280	001-0200-000.21-40	WORKERS COMP INSURANCE		147
5,973	6,273	6,692	001-0200-000.22-00	FICA		6,894
10,744	11,283	11,809	001-0200-000.23-00	RETIREMENT CONTRIBUTIONS		12,166
2,134	4,804	5,047	001-0200-000.28-00	VEBA CONTRIBUTIONS		5,199
			001-0200-000.29-00	OTHER EMPLOYEE BENEFITS		
116,144	124,112	131,600	TOTAL PERSONNEL SERVICE			135,176
			Total Full-Time Equivalent (FTE)			1
29	14,410	9,700	001-0200-000.31-10	CONTRACTUAL SERVICES		13,700
				Internet, codification program (annually)	3,100	
				\$600 code alert/\$480 web maint/supplments		
				Records Mang. Program (annually)	6,000	
				ArchiveSocial *PD/City (annually)	1,600	
				Open Media (Live Streaming)	3,000	
499	499	500	001-0200-000.43-40	OFFICE EQUIPMENT		500
				Pays for Maintenance of Clerk's Index Program - hang on to for one more year		
7	38	100	001-0200-000.53-20	POSTAGE		100
1,199	1,468	1,285	001-0200-000.53-30	TELEPHONE		1,285
				Gorge.Net		
				Cell Phone Allowance @ \$60/ month		
2,489	2,190	2,800	001-0200-000.58-10	TRAVEL, FOOD & LODGING		2,800
				OAMR Annual Conference, OAMR mid-year Academy, IIMC Conference, Board mtg		
1,255	1,305	1,575	001-0200-000.58-50	TRAINING AND CONFERENCES		1,600
				Registration for OAMR Annual Conference, OAMR mid-year Academy, IIMC Classes, athenian dialog		
367	212	250	001-0200-000.58-70	MEMBERSHIPS/DUES/SUBS		250
				OAMR, IIMC		
337	374	600	001-0200-000.60-10	OFFICE SUPPLIES		600
		100	001-0200-000.64-10	BOOKS AND PERIODICALS		100
64	229	300	001-0200-000.69-50	MISCELLANEOUS EXPENSES		500
		-	001-0200-000.69-80	ASSETS < \$5000		2,100
				Laptop for City Clerk		
6,246	20,725	17,210	TOTAL MATERIALS AND SERVICES			23,535
122,390	144,837	148,810	TOTAL CITY CLERK DEPARTMENT			158,711

City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget

Fund:	General (001)	
Department:	City Manager (0300)	Number of Employees: 2.0
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.

2019-20 Activities 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.
- Continue building relationships with governmental and other partners.
- Continue to work toward providing underground utilities for the downtown area.

2018-19 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.
- Continued improvements in employee safety programs and committees.

Major Issues to be Resolved in the Next 5 Years

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

**City of The Dalles, Oregon
Fiscal Year 2019-20 Budget
GENERAL FUND - CITY MANAGER**

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	FY19/20 Proposed Budget	FY19/20 Approved Budget	FY19/20 Adopted Budget
				CITY MANAGER			
110,000	176,098	184,938	001-0300-000.11-00	REGULAR SALARIES	202,815	202,815	202,815
-	2,195	-	001-0300-000.12-00	PARTTIME/TEMP SALARIES	-	-	-
-	-	-	001-0300-000.13-00	OVERTIME SALARIES	-	-	-
17,556	37,403	46,073	001-0300-000.21-10	MEDICAL INSURANCE	46,856	46,856	46,856
594	981	1,165	001-0300-000.21-20	L-T DISABILITY INSURANCE	1,278	1,278	1,278
50	99	99	001-0300-000.21-30	LIFE INSURANCE	99	99	99
552	691	941	001-0300-000.21-40	WORKERS COMP INSURANCE	489	489	489
8,250	13,379	14,148	001-0300-000.22-00	FICA	15,515	15,515	15,515
18,782	24,739	29,292	001-0300-000.23-00	RETIREMENT CONTRIBUTIONS	32,013	32,013	32,013
7,192	8,706	9,736	001-0300-000.28-00	VEBA CONTRIBUTIONS	11,115	11,115	11,115
5	-	-	001-0300-000.29-00	OTHER EMPLOYEE BENEFITS	60	60	60
162,981	264,292	286,392		TOTAL PERSONNEL SERVICE	310,240	310,240	310,240
		2		Total Full-Time Equivalent (FTE)	2.00	2.00	2.00
175	50,541	50,060	001-0300-000.31-10	CONTRACTUAL SERVICES	200	200	200
5,961	4,716	5,000	001-0300-000.43-40	OFFICE EQUIPMENT	5,000	5,000	5,000
-	-	-	001-0300-000.43-53	VEHICLE ALLOWANCE	-	-	-
210	232	500	001-0300-000.53-20	POSTAGE	200	200	200
1,979	2,661	2,814	001-0300-000.53-30	TELEPHONE	2,300	2,300	2,300
-	-	-	001-0300-000.54-10	ADVERTISING	-	-	-
495	2,583	5,400	001-0300-000.58-10	TRAVEL, FOOD & LODGING	5,310	5,310	5,310
740	442	1,860	001-0300-000.58-50	TRAINING AND CONFERENCES	1,675	1,675	1,675
335	429	2,010	001-0300-000.58-70	MEMBERSHIPS/DUES/SUBS	1,800	1,800	1,800
3,937	3,741	4,200	001-0300-000.60-10	OFFICE SUPPLIES	4,500	4,500	4,500
-	-	-	001-0300-000.60-80	CLOTHING	-	-	-
-	19	-	001-0300-000.60-85	SPECIAL SUPPLIES	-	-	-
-	-	-	001-0300-000.64-10	BOOKS AND PERIODICALS	-	-	-
536	563	1,500	001-0300-000.69-50	MISCELLANEOUS EXPENSES	1,500	1,500	1,500
1,561	-	3,100	001-0300-000.69-80	ASSETS < \$5000	2,600	2,600	2,600
15,929	65,928	76,444		TOTAL MATERIALS AND SERVICES	25,085	25,085	25,085
178,910	330,220	362,836		TOTAL CITY MANAGER	335,325	335,325	335,325

City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 Adopted Budget
GENERAL FUND 001						
CITY MANAGER						
110,000	176,098	184,938	001-0300-000.11-00	REGULAR SALARIES		202,815
	2,195		001-0300-000.12-00	PARTTIME/TEMP SALARIES		-
	-	-	001-0300-000.13-00	OVERTIME SALARIES		-
17,556	37,403	46,073	001-0300-000.21-10	MEDICAL INSURANCE		46,856
594	981	1,165	001-0300-000.21-20	L-T DISABILITY INSURANCE		1,278
50	99	99	001-0300-000.21-30	LIFE INSURANCE		99
552	691	941	001-0300-000.21-40	WORKERS COMP INSURANCE		489
8,250	13,379	14,148	001-0300-000.22-00	FICA		15,515
18,782	24,739	29,292	001-0300-000.23-00	RETIREMENT CONTRIBUTIONS		32,013
7,192	8,706	9,736	001-0300-000.28-00	VEBA CONTRIBUTIONS		11,115
5	-		001-0300-000.29-00	OTHER EMPLOYEE BENEFITS		60
162,981	264,292	286,392	TOTAL PERSONNEL SERVICE			310,240
			Total Full-Time Equivalent (FTE)			2.0
175	50,541	50,060	001-0300-000.31-10	CONTRACTUAL SERVICES		200
				Internet connectivity provided by SawNet at \$4.49 per station per month		
5,961	4,716	5,000	001-0300-000.43-40	OFFICE EQUIPMENT		5,000
				Primary copier at City Hall - use history to budget		
	-	-	001-0300-000.43-53	VEHICLE ALLOWANCE		-
210	232	500	001-0300-000.53-20	POSTAGE		200
1,979	2,661	2,814	001-0300-000.53-30	TELEPHONE		2,300
				Gorge.Net service for CM phone, Exec Secretary Phone & 1 Fax line. \$60/month cell phone allowance for Assistant		
	-		001-0300-000.54-10	ADVERTISING		-
495	2,583	5,400	001-0300-000.58-10	TRAVEL, FOOD & LODGING		5,310
				League of Oregon Cities	900	
				Oregon City / County Managers Conf./CIS	1,410	
				Sister City official delegation	1,500	
				Misc Luncheons	500	
				Misc	1,000	
740	442	1,860	001-0300-000.58-50	TRAINING AND CONFERENCES		1,675
				CIS Conference	175	
				LOC & OCCMA Conferences	1,500	
335	429	2,010	001-0300-000.58-70	MEMBERSHIPS/DUES/SUBS		1,800
				ICMA	1,000	
				Oregon City / County Managers	700	
				Chronicle	100	
				Other		
3,937	3,741	4,200	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		
			001-0300-000.60-80	CLOTHING		
			001-0300-000.64-10	BOOKS AND PERIODICALS		
536	563	1,500	001-0300-000.69-50	MISCELLANEOUS EXPENSES		1,500
				Drinking water & other misc items		
1,561	-	3,100	001-0300-000.69-80	ASSETS < \$5000		2,600
				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		
15,929	65,928	76,444	TOTAL MATERIALS AND SERVICES			25,085
178,910	330,219	362,836	SUB-TOTAL CITY MANAGER			335,325

City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget

Fund:	General (001)		
Department:	Legal (0700)	Number of Employees:	2.5
Program:	Legal (000)	Legal:	2.5

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.

2019-2020 Goals, Projects and Highlights

- Work with Finance Department to continue reducing the number of delinquent accounts in the Municipal Court.
- 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.

2018-2019 Accomplishments/Comments

- With the assistance of the City Clerk, prepared the ordinance adopting the Municipal Code for the City.
- Drafted the lease for the remaining unleased portion of the Flex Hangar located at the Airport.
- Prepared the briefs and appeared at oral argument for two land use cases appealed to the Land Use Board of Appeals, and prepared the brief for one of these cases which was further appealed to the Oregon Court of Appeals.
- Completed the Disposition and Development Agreement for the Recreation Building.

- Participated in an administrative hearing involving an appeal of a determination by the Oregon Bureau of Labor and Industries that the proposed redevelopment of the former Tony's Building was subject to the requirement to pay prevailing wages.

Major issues to be resolved in the next 5 years

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

**City of The Dalles, Oregon
Fiscal Year 2019-20 Budget
GENERAL FUND - LEGAL**

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	FY19/20 Proposed Budget	FY19/20 Approved Budget	FY19/20 Adopted Budget
				LEGAL & JUDICIAL			
				LEGAL			
154,226	156,282	159,407	001-0700-000.11-00	REGULAR SALARIES	162,599	162,599	162,599
-	-	-	001-0700-000.12-00	PARTTIME/TEMP SALARIES	29,113	29,113	29,113
-	-	250	001-0700-000.13-00	OVERTIME SALARIES	250	250	250
26,540	27,264	29,749	001-0700-000.21-10	MEDICAL INSURANCE	30,258	30,258	30,258
908	899	1,004	001-0700-000.21-20	L-T DISABILITY INSURANCE	1,208	1,208	1,208
89	94	99	001-0700-000.21-30	LIFE INSURANCE	149	149	149
564	296	539	001-0700-000.21-40	WORKERS COMP INSURANCE	402	402	402
11,906	11,890	12,195	001-0700-000.22-00	FICA	14,666	14,666	14,666
19,776	21,195	21,520	001-0700-000.23-00	RETIREMENT CONTRIBUTIONS	25,226	25,226	25,226
154	-	3,026	001-0700-000.28-00	VEBA CONTRIBUTIONS	3,086	3,086	3,086
-	-	-	001-0700-000.29-00	OTHER EMPLOYEE BENEFITS	-	-	-
214,163	217,920	227,789		TOTAL PERSONNEL SERVICE	266,957	266,957	266,957
2	2	2		Total Full-Time Equivalent (FTE)	2.50	2.50	2.50
14,293	12,056	25,773	001-0700-000.31-10	CONTRACTUAL SERVICES	25,773	25,773	25,773
10,209	2,349	2,300	001-0700-000.32-20	SPECIAL LEGAL SERVICES	2,000	2,000	2,000
-	-	-	001-0700-000.43-40	OFFICE EQUIPMENT	-	-	-
8	22	480	001-0700-000.50-10	CRIME VICTIMS ASSISTANCE	480	480	480
225	306	250	001-0700-000.53-20	POSTAGE	300	300	300
2,884	3,796	3,000	001-0700-000.53-30	TELEPHONE	3,000	3,000	3,000
1,112	1,087	1,440	001-0700-000.58-10	TRAVEL, FOOD & LODGING	1,440	1,440	1,440
1,110	453	765	001-0700-000.58-50	TRAINING AND CONFERENCES	1,050	1,050	1,050
672	716	707	001-0700-000.58-70	MEMBERSHIPS/DUES/SUBS	1,260	1,260	1,260
1,594	1,817	1,600	001-0700-000.60-10	OFFICE SUPPLIES	1,800	1,800	1,800
21,911	21,176	21,000	001-0700-000.64-10	BOOKS AND PERIODICALS	22,000	22,000	22,000
-	-	50	001-0700-000.69-50	MISCELLANEOUS EXPENSES	50	50	50
1,537	1,451	-	001-0700-000.69-80	ASSETS < \$5000	2,100	2,100	2,100
55,555	45,230	57,365		TOTAL MATERIALS AND SERVICES	61,253	61,253	61,253
269,718	263,150	285,154		SUB-TOTAL LEGAL	328,210	328,210	328,210

City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 Adopted Budget
GENERAL FUND 001						
LEGAL						
LEGAL						
154,226	156,282	159,407	001-0700-000.11-00	REGULAR SALARIES		162,599
		-	001-0700-000.12-00	PARTTIME/TEMP SALARIES		29,113
		250	001-0700-000.13-00	OVERTIME SALARIES		250
26,540	27,264	29,749	001-0700-000.21-10	MEDICAL INSURANCE		30,258
908	899	1,004	001-0700-000.21-20	L-T DISABILITY INSURANCE		1,208
89	94	99	001-0700-000.21-30	LIFE INSURANCE		149
564	296	539	001-0700-000.21-40	WORKERS COMP INSURANCE		402
11,906	11,890	12,195	001-0700-000.22-00	FICA		14,666
19,776	21,195	21,520	001-0700-000.23-00	RETIREMENT CONTRIBUTIONS		25,226
154	-	3,026	001-0700-000.28-00	VEBA CONTRIBUTIONS		3,086
		-	001-0700-000.29-00	OTHER EMPLOYEE BENEFITS		-
214,163	217,920	227,789	TOTAL PERSONNEL SERVICE			266,957
Total Full-Time Equivalent (FTE)						
						2.5
14,293	12,056	25,773	001-0700-000.31-10	CONTRACTUAL SERVICES		25,773
				Internet access for two terminals @ \$4.50 per month each	108	
				Mandatory State Ethics Commission support	665	
				Outside legal counsel or consultants	25,000	
10,209	2,349	2,300	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	-	-
8	22	480	001-0700-000.50-10	CRIME VICTIMS ASSISTANCE		480
				Crime Victim Advocate conference on access to criminal history, motor vehicle, & driver's license records	480	
225	306	250	001-0700-000.53-20	POSTAGE		300
2,884	3,796	3,000	001-0700-000.53-30	TELEPHONE		3,000
				Gorge.net Telephone system	2,280	
				City Attorney Cell Phone allowance @ \$60 per month	720	
1,112	1,087	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	
1,110	453	765	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	-	
672	716	707	001-0700-000.58-70	MEMBERSHIPS/DUES/SUBS		1,260
				Oregon State Bar Dues	557	
				Mid-Columbia Bar Association membership	40	
				Clio		
				Software	588	
				Oregon City Attorneys Association	75	
1,594	1,817	1,600	001-0700-000.60-10	OFFICE SUPPLIES		1,800
21,911	21,176	21,000	001-0700-000.64-10	BOOKS AND PERIODICALS		22,000
-	-	50	001-0700-000.69-50	MISCELLANEOUS EXPENSES		50
1,537	1,451	-	001-0700-000.69-80	ASSETS < \$5000		2,100
				Paralegal's computer		
55,555	45,230	57,365	TOTAL MATERIALS AND SERVICES			61,253
269,718	263,150	285,154	SUB-TOTAL LEGAL			328,210

**City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget**

Fund:	General (001)		
Department:	Judicial (07)	Number of Employees:	1
Program:	Judicial (412)	Judicial: .5 + Judge	

Mission

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

Description:

The Municipal Court Department provides services to the police department and the citizens of the City Of The Dalles. The Court prosecutes traffic infractions and misdemeanors, City Ordinance violations and State laws. The Court is staffed with one part-time clerk and an appointed, part-time Judge.

2019-2020 Projects/Highlights

- Work with the police department to develop E citations
- Develop and maintain a database/tracking system for contracts.
- Reduce delinquencies for Municipal Court accounts.

2018-2019 Accomplishments/Comments

- Reduce delinquencies for Municipal Court accounts
- Transition Court to Wasco County for the Criminal Cases
- All staff in Finance took the Criminal Justice Security and awareness training and all were certified.
- Incorporated the Washington and Oregon DMV online system for Driving records
- Set up Oregon Department of Revenue for Collection process
- Incorporated internal control and policies
- Set up new policies for the Municipal Court
- Moved all payments to the Finance Departments

Major issues to be resolved in the next 5 years

- Continue to monitor the relationship between the operating expenses for the Court and the revenue generated by the Court to ensure the Court is operating in a cost-efficient manner.

**City of The Dalles, Oregon
Fiscal Year 2019-20 Budget
GENERAL FUND - JUDICIAL**

FY16/17	FY17/18	FY18/19		Account	FY19/20	FY19/20	FY19/20
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
				JUDICIAL			
54,577	48,701	48,523	001-0750-000.11-00	REGULAR SALARIES	22,275	22,275	22,275
21,222	27,960	29,820	001-0750-000.12-00	PARTTIME/TEMP SALARIES	29,880	29,880	29,880
2,398	2,666	2,079	001-0750-000.13-00	OVERTIME SALARIES	918	918	918
17,568	18,100	19,696	001-0750-000.21-10	MEDICAL INSURANCE	5,112	5,112	5,112
333	330	303	001-0750-000.21-20	L-T DISABILITY INSURANCE	134	134	134
50	50	50	001-0750-000.21-30	LIFE INSURANCE	25	25	25
1,064	743	1,089	001-0750-000.21-40	WORKERS COMP INSURANCE	588	588	588
5,866	5,948	5,957	001-0750-000.22-00	FICA	3,990	3,990	3,990
6,558	6,575	6,162	001-0750-000.23-00	RETIREMENT CONTRIBUTIONS	1,769	1,769	1,769
888	905	1,293	001-0750-000.28-00	VEBA CONTRIBUTIONS	-	-	-
110,524	111,977	114,972		TOTAL PERSONNEL SERVICE	64,691	64,691	64,691
2	2	2		Total Full-Time Equivalent (FTE)	1.50	1.50	1.50
7,788	9,038	8,654	001-0750-000.31-10	CONTRACTUAL SERVICES	88,654	88,654	88,654
301	60	750	001-0750-000.31-30	PRISONER MEDICAL SVCS	-	-	-
822	85	750	001-0750-000.31-85	WITNESS/JURY FEES	-	-	-
39,787	46,423	45,828	001-0750-000.31-90	PROSECUTING ATTORNEY	-	-	-
30,765	58,517	42,000	001-0750-000.32-30	COURT APPT ATTORNEY FEES	-	-	-
1,200	1,700	2,000	001-0750-000.33-15	INTERPRETOR FEES	1,000	1,000	1,000
787	1,293	1,200	001-0750-000.53-20	POSTAGE	400	400	400
400	394	400	001-0750-000.53-30	TELEPHONE	400	400	400
-	1,778	1,300	001-0750-000.58-10	TRAVEL, FOOD & LODGING	1,300	1,300	1,300
991	195	1,000	001-0750-000.58-50	TRAINING AND CONFERENCES	800	800	800
325	350	350	001-0750-000.58-70	MEMBERSHIPS/DUES/SUBS	350	350	350
963	1,977	1,700	001-0750-000.60-10	OFFICE SUPPLIES	1,700	1,700	1,700
45	-	50	001-0750-000.64-10	BOOKS AND PERIODICALS	50	50	50
-	-	-	001-0750-000.69-50	MISCELLANEOUS EXPENSES	-	-	-
-	577	-	001-0750-000.69-70	CASH SHORT/LONG	-	-	-
-	1,685	-	001-0750-000.69-80	ASSETS < \$5000	-	-	-
84,174	124,072	105,982		TOTAL MATERIALS AND SERVICES	94,654	94,654	94,654
194,698	236,049	220,954		SUB-TOTAL JUDICIAL	159,345	159,345	159,345
464,416	499,199	506,108		TOTAL LEGAL & JUDICIAL DEPARTMENT	487,555	487,555	487,555

City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 Adopted Budget
JUDICIAL						
54,577	48,701	48,523	001-0750-000.11-00	REGULAR SALARIES		22,275
21,222	27,960	29,820	001-0750-000.12-00	PARTTIME/TEMP SALARIES		29,880
2,398	2,666	2,079	001-0750-000.13-00	OVERTIME SALARIES		918
17,568	18,100	19,696	001-0750-000.21-10	MEDICAL INSURANCE		5,112
333	330	303	001-0750-000.21-20	L-T DISABILITY INSURANCE		134
50	50	50	001-0750-000.21-30	LIFE INSURANCE		25
1,064	742	1,089	001-0750-000.21-40	WORKERS COMP INSURANCE		588
5,866	5,948	5,957	001-0750-000.22-00	FICA		3,990
6,558	6,575	6,162	001-0750-000.23-00	RETIREMENT CONTRIBUTIONS		1,769
888	906	1,293	001-0750-000.28-00	VEBA CONTRIBUTIONS		-
110,524	111,978	114,972	TOTAL PERSONNEL SERVICE			64,691
				Total Full-Time Equivalent (FTE)		1.0
7,788	9,038	8,654	001-0750-000.31-10	CONTRACTUAL SERVICES		88,654
				Contractual Service	80,000	
				Internet Services for Court Clerk station @	54	
				Columbia Credits for delinquent account	8,000	
				DMV account for registration checks	600	
301	60	750	001-0750-000.31-30	PRISONER MEDICAL SVCS		
				Medical expenses incurred for Muni Court		
822	85	750	001-0750-000.31-85	WITNESS/JURY FEES		-
				Pmts to witnesses & jurors in muni court		
39,787	46,423	45,828	001-0750-000.31-90	PROSECUTING ATTORNEY		-
				Part-time prosecutor for muni court,		
30,765	58,517	42,000	001-0750-000.32-30	COURT APTT ATTORNEY FEES		-
				Cost of providing attorneys for criminal		
1,200	1,700	2,000	001-0750-000.33-15	INTERPRETOR FEES		1,000
				Cost of providing an interpreter for person		
787	1,293	1,200	001-0750-000.53-20	POSTAGE		400
				Includes costs of quarterly mass mailings to		
400	394	400	001-0750-000.53-30	TELEPHONE		400
	1,778	1,300	001-0750-000.58-10	TRAVEL, FOOD & LODGING		1,300
				Attendance at OR Municipal Judges for		
991	195	1,000	001-0750-000.58-50	TRAINING AND CONFERENCES		800
				Two (2) registrations for the Municipal	200	
				Conference sponsored by ODOT & other	800	
325	350	350	001-0750-000.58-70	MEMBERSHIPS/DUES/SUBS		350
				Two (2) memberships in the Municipal		
				Court Clerk Membership in Municipal		
963	1,977	1,700	001-0750-000.60-10	OFFICE SUPPLIES		1,700
45		50	001-0750-000.64-10	BOOKS AND PERIODICALS		50
		-	001-0750-000.69-50	MISCELLANEOUS EXPENSES		
	577	-	001-0750-000.69-70	CASH SHORT/LONG		
				Not budgeted, but used during the year to		
	1,685		001-0750-000.69-80	ASSETS < \$5000		
84,174	124,072	105,982	TOTAL MATERIALS AND SERVICES			94,654
194,698	236,050	220,954	SUB-TOTAL JUDICIAL			159,345

**City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget**

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

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.

2019-20 Goals, Projects and Highlights

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

2018-19 Accomplishments/Comments

- Completed the integration for the Online Service Orders for the utility department.
- Worked on Fuel Tax audits and established a process for annual audits.
- Completed the process of taking all Court payments in the Finance Department.

- 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.
- Finance has helped with the restructuring of Judicial (See Judicial narrative).
- Finance partnered with Parks & Recreation to do their financials, in doing so, we also completed the integration of Parks & Recreation into the Caselle Software.
- 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).

**City of The Dalles, Oregon
Fiscal Year 2019-20 Budget
GENERAL FUND - FINANCE**

FY16/17	FY17/18	FY18/19		Account	FY19/20	FY19/20	FY19/20
Actual	Actual	Budget	Account Number	Description	Proposed	Approved	Adopted
					Budget	Budget	Budget
				FINANCE & UTILITY BILLING			
				FINANCE			
214,475	194,004	205,222	001-0900-000.11-00	REGULAR SALARIES	211,681	211,681	211,681
2,655	-	-	001-0900-000.12-00	PART TIME SALARIES	-	-	-
1,331	78	-	001-0900-000.13-00	OVERTIME SALARIES	-	-	-
56,142	53,577	56,126	001-0900-000.21-10	MEDICAL INSURANCE	57,079	57,079	57,079
1,157	1,342	1,293	001-0900-000.21-20	L-T DISABILITY INSURANCE	1,355	1,355	1,355
126	149	149	001-0900-000.21-30	LIFE INSURANCE	149	149	149
705	394	679	001-0900-000.21-40	WORKERS COMP INSURANCE	368	368	368
16,087	14,306	15,699	001-0900-000.22-00	FICA	16,194	16,194	16,194
24,869	19,701	27,705	001-0900-000.23-00	RETIREMENT CONTRIBUTIONS	28,577	28,577	28,577
12,219	4,662	6,489	001-0900-000.28-00	VEBA CONTRIBUTIONS	6,503	6,503	6,503
125	120	120	001-0900-000.29-00	OTHER EMPLOYEE BENEFITS	120	120	120
329,891	288,333	313,482		TOTAL PERSONNEL SERVICE	322,026	322,026	322,026
3	3	3		Total Full-Time Equivalent (FTE)	3.00	3.00	3.00
11,661	10,057	12,008	001-0900-000.31-10	CONTRACTUAL SERVICES	17,070	17,070	17,070
3,252	1,208	20,250	001-0900-000.31-20	ACCOUNTING/ADVISORY SVCS	20,250	20,250	20,250
8	-	200	001-0900-000.34-50	SPECIAL STUDIES & REPORTS	200	200	200
187	334	780	001-0900-000.43-40	OFFICE EQUIPMENT	780	780	780
3,880	3,237	3,393	001-0900-000.44-20	RENTAL OF EQUIPMENT	3,393	3,393	3,393
1,907	2,003	3,200	001-0900-000.53-20	POSTAGE	2,500	2,500	2,500
3,355	4,122	4,630	001-0900-000.53-30	TELEPHONE	4,420	4,420	4,420
609	909	800	001-0900-000.53-40	LEGAL NOTICES	1,010	1,010	1,010
1,371	1,255	2,320	001-0900-000.55-00	PRINTING & BINDING	2,280	2,280	2,280
2,266	4,411	4,550	001-0900-000.58-10	TRAVEL, FOOD & LODGING	3,550	3,550	3,550
1,385	1,827	5,350	001-0900-000.58-50	TRAINING AND CONFERENCES	2,150	2,150	2,150
1,346	1,505	1,550	001-0900-000.58-70	MEMBERSHIPS/DUES/SUBS	1,550	1,550	1,550
3,553	2,158	3,500	001-0900-000.60-10	OFFICE SUPPLIES	3,500	3,500	3,500
(482)	694	2,500	001-0900-000.69-50	MISCELLANEOUS EXPENSES	1,800	1,800	1,800
-	-	-	001-0900-000.69-70	CASH SHORT/LONG	-	-	-
3,878	612	8,200	001-0900-000.69-80	ASSETS < \$5000	6,100	6,100	6,100
38,176	34,331	73,231		TOTAL MATERIALS AND SERVICES	70,553	70,553	70,553
368,067	322,664	386,713		SUB-TOTAL FINANCE	392,579	392,579	392,579

City of The Dalles, Oregon
Fiscal Year 2019-20 Budget
GENERAL FUND - UTILITY BILLING

FY16/17	FY17/18	FY18/19		Account	FY19/20	FY19/20	FY19/20
Actual	Actual	Budget	Account Number	Description	Proposed	Approved	Adopted
					Budget	Budget	Budget
				UTILITY BILLING			
79,438	81,027	96,311	001-0950-000.11-00	REGULAR SALARIES	64,753	64,753	64,753
-	-	-	001-0950-000.12-00	PARTTIME SALARIES	18,720	18,720	18,720
2,576	1,794	6,430	001-0950-000.13-00	OVERTIME SALARIES	5,512	5,512	5,512
34,505	33,751	47,684	001-0950-000.21-10	MEDICAL INSURANCE	38,557	38,557	38,557
571	565	607	001-0950-000.21-20	L-T DISABILITY INSURANCE	519	519	519
86	99	149	001-0950-000.21-30	LIFE INSURANCE	149	149	149
332	257	375	001-0950-000.21-40	WORKERS COMP INSURANCE	245	245	245
5,860	5,925	7,860	001-0950-000.22-00	FICA	6,807	6,807	6,807
10,724	10,938	9,202	001-0950-000.23-00	RETIREMENT CONTRIBUTIONS	8,672	8,672	8,672
2,298	3,199	1,144	001-0950-000.28-00	VEBA CONTRIBUTIONS	1,585	1,585	1,585
60	60	121	001-0950-000.29-00	OTHER EMPLOYEE BENEFITS	60	60	60
136,450	137,616	169,883		TOTAL PERSONNEL SERVICE	145,579	145,579	145,579
2	2	2		Total Full-Time Equivalent (FTE)	1.50	1.50	1.50
39,711	47,143	56,881	001-0950-000.31-10	CONTRACTUAL SERVICES	61,884	61,884	61,884
187	1,084	800	001-0950-000.43-40	OFFICE EQUIPMENT	450	450	450
88	43	500	001-0950-000.53-20	POSTAGE	250	250	250
1,499	1,744	1,956	001-0950-000.53-30	TELEPHONE	1,536	1,536	1,536
899	30	800	001-0950-000.55-00	PRINTING & BINDING	400	400	400
-	866	1,500	001-0950-000.58-10	TRAVEL, FOOD & LODGING	1,500	1,500	1,500
-	808	3,000	001-0950-000.58-50	TRAINING AND CONFERENCES	1,500	1,500	1,500
1,378	1,070	3,300	001-0950-000.60-10	OFFICE SUPPLIES	3,300	3,300	3,300
352	338	830	001-0950-000.69-50	MISCELLANEOUS EXPENSES	850	850	850
(52)	(1)	150	001-0950-000.69-70	CASH SHORT/LONG	150	150	150
-	-	4,600	001-0950-000.69-80	ASSETS < \$5000	9,200	9,200	9,200
44,062	53,124	74,317		TOTAL MATERIALS AND SERVICES	81,020	81,020	81,020
-	-	-	001-0950-000.74-40	OFFICE EQUIPMENT	-	-	-
-	-	-		TOTAL CAPITAL OUTLAY	-	-	-
180,512	190,740	244,200		SUB-TOTAL UTILITY BILLING	226,599	226,599	226,599
548,579	513,404	630,913		TOTAL FINANCE & UTILITY BILLING DEPARTMENT	619,178	619,178	619,178

City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 Adopted Budget
GENERAL FUND 001						
FINANCE & UTILITY BILLING						
FINANCE						
214,475	194,004	205,222	001-0900-000.11-00	REGULAR SALARIES		211,681
2,655	-					
1,331	78	-	001-0900-000.13-00	OVERTIME SALARIES		-
56,142	53,577	56,126	001-0900-000.21-10	MEDICAL INSURANCE		57,079
1,157	1,342	1,293	001-0900-000.21-20	L-T DISABILITY INSURANCE		1,355
126	149	149	001-0900-000.21-30	LIFE INSURANCE		149
705	394	679	001-0900-000.21-40	WORKERS COMP INSURANCE		368
16,087	14,306	15,699	001-0900-000.22-00	FICA		16,194
24,869	19,701	27,705	001-0900-000.23-00	RETIREMENT CONTRIBUTIONS		28,577
12,219	4,662	6,489	001-0900-000.28-00	VEBA CONTRIBUTIONS		6,503
125	120	120	001-0900-000.29-00	OTHER EMPLOYEE BENEFITS		120
329,891	288,333	313,482	TOTAL PERSONNEL SERVICE			322,026
Total Full-Time Equivalent (FTE)						3
11,661	10,057	12,008	001-0900-000.31-10	CONTRACTUAL SERVICES		17,070
				Shredding container contract \$22.33 X 12 / 2 (split w/ UB)	268	
				Annual Records Purge	250	
				SawTooth Internet Contract (\$6.73 for 3 users / month	81	
				conduits ELD - split with UB	2040	
				Copier Lease - share w/ UB (130/mo X 12 mo / 2 = \$780)	931	
				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 Forecasting for Financials	5000	
3,252	1,208	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.		
8	-	200	001-0900-000.34-50	SPECIAL STUDIES & REPORTS		200
				County reports for budgeting and Audit		
187	334	780	001-0900-000.43-40	OFFICE EQUIPMENT		780
				Copier/Printer/FAX (+ overage copy charges)	300	
				Check Signing Machine/EZ Signer	240	
				Three Calculators	240	
3,880	3,237	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.	-	
1,907	2,003	3,200	001-0900-000.53-20	POSTAGE		2,500
3,355	4,122	4,630	001-0900-000.53-30	TELEPHONE		4,420
				Gorge.net phones: \$245.40 per month X 12 mo =	3,700	
				FD Cell Phone Allowance - \$60 per mo X 12 =	720	
609	909	800	001-0900-000.53-40	LEGAL NOTICES		1,010
1,371	1,255	2,320	001-0900-412.55-00	PRINTING & BINDING		2,280
				Checks for all accounts	740	
				City Envelopes - window and plain	480	
				PO Books used by all departments	660	
				Annual budget books	400	

City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 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.		
2,266	4,411	4,550	001-0900-000.58-10	TRAVEL, FOOD & LODGING		3,550
				Finance Director travel/lodging for OMFOA Fall Institute & Travel / Lodging costs for staff members to attend Software Conferences / Trainings	850 1,500	
				Various regional or state trainings (LOC, CIS, IRS, etc.)	600	
				Caselle User Conference	600	
1,385	1,827	5,350	001-0900-000.58-50	TRAINING AND CONFERENCES		2,150
				FD registration for OGFOA Fall & Spring Conferences	650	
				Registrations for various training sessions for staff	1,000	
				Reimburse for college class books when staff have	500	
1,346	1,505	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	
3,553	2,158	3,500	001-0900-000.60-10	OFFICE SUPPLIES		3,500
				Printer toner, drums and ribbons, postage machine supplies, binders, storage boxes, receipt and calculator rolls, and all misc office supplies		
				Some of the larger items are not purchased every year in order to get price breaks for larger volumes, but should maintain budget at the current level to avoid miscalculations.		
(482)	694	2,500	001-0900-000.69-50	MISCELLANEOUS EXPENSES		1,800
				Advertising, Halloween candy, etc.		
3,878	612	8,200	001-0900-000.69-80	ASSETS < \$5000		6,100
				For durable goods lasting more than one year, but costing less than \$5,000, such as chairs, etc.	1,000	
				Replace Finance Computers on schedule	2,300	
				Laser Printer	2,000	
				Replace Battery Backups / Replacement Batteries	800	
38,176	34,331	73,231	TOTAL MATERIALS AND SERVICES			70,553
368,067	322,664	386,713	SUB-TOTAL FINANCE			392,579
UTILITY BILLING						
79,438	81,027	96,311	001-0950-000.11-00	REGULAR SALARIES		64,753
-	-	-	001-0950-000.12-00	PARTTIME SALARIES		18,720
2,576	1,794	6,430	001-0950-000.13-00	OVERTIME SALARIES		5,512
34,505	33,751	47,684	001-0950-000.21-10	MEDICAL INSURANCE		38,557
571	565	607	001-0950-000.21-20	L-T DISABILITY INSURANCE		519
86	99	149	001-0950-000.21-30	LIFE INSURANCE		149
332	257	375	001-0950-000.21-40	WORKERS COMP INSURANCE		245
5,860	5,925	7,860	001-0950-000.22-00	FICA		6,807
10,724	10,938	9,202	001-0950-000.23-00	RETIREMENT CONTRIBUTIONS		8,672
2,298	3,199	1,144	001-0950-000.28-00	VEBA CONTRIBUTIONS		1,585
60	60	121	001-0950-000.29-00	OTHER EMPLOYEE BENEFITS		60
136,450	137,616	169,883	TOTAL PERSONNEL SERVICE			145,579
Total Full-Time Equivalent (FTE)						1.5
39,711	47,143	56,881	001-0950-000.31-10	CONTRACTUAL SERVICES		61,884
				Shredding container contract \$22.33 X 12 / 2 (split w/ UB)	250	
				Annual Records Purge	250	
				SawTooth Internet Contract (\$4.49 for 3 users / month)	54	
				Conduits ELD - split with UB	2,000	
				Copier Lease - share w/ UB (155/mo X 12 mo / 2 = \$930)	930	

City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 Adopted Budget
				MCCAC - \$3,000 per application for low income & senior discount programs	1,000	
				Columbia Credit Collections - possible collection fees	1,000	
				Xpress Bill Pay	8,400	
				Merina & Co. To offer Forecasting for Financials	5,000	
				Bend Mailing - Outsourcing UB Mailing	43,000	
187	1,084	800	001-0950-000.43-40	OFFICE EQUIPMENT		450
				Copier Overages	300	
				Calculators	150	
88	43	500	001-0950-000.53-20	POSTAGE		250
1,499	1,744	1,956	001-0950-000.53-30	TELEPHONE		1,536
				Gorge.net phones:	1,536	
899	30	800	001-0950-000.55-00	PRINTING & BINDING		400
				Printing Treasurer's Receipts & Work Order Books	400	
				Door Hangers are paid by Public Works		
-	866	1,500	001-0950-000.58-10	TRAVEL, FOOD & LODGING		1,500
-	808	3,000	001-0950-000.58-50	TRAINING AND CONFERENCES		1,500
				Software Regional Conferences / Trainings	1,000	
				Reimburse for college class books when staff have successfully completed work related courses.	500	
1,378	1,070	3,300	001-0950-000.60-10	OFFICE SUPPLIES		3,300
				Printer ribbons and supplies, printer toner cartridges, cash receipt rolls, calendars, etc.	3,300	
352	338	830	001-0950-000.69-50	MISCELLANEOUS EXPENSES		850
				Annual lease of PO Box for UB	350	
				Advertising & misc.	500	
(52)	(1)	150	001-0950-000.69-70	CASH SHORT/LONG		150
				Not budgeted, used for cash balancing of over/shorts	150	
-		4,600	001-0950-000.69-80	ASSETS < \$5000		9,200
				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	4,600	
				Replacement furniture: chairs, etc.	600	
44,062	53,124	74,317	TOTAL MATERIALS AND SERVICES			81,020
-	-	-	001-0950-000.74-40	OFFICE EQUIPMENT		-
-	-	-	TOTAL CAPITAL OUTLAY			-
180,512	190,740	244,200	SUB-TOTAL UTILITY BILLING			226,599
548,579	513,404	630,913	TOTAL FINANCE & UTILITY BILLING DEPARTMENT			619,178

**City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 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 fourth year after being re-instituted by City Council in FY16/17. The City had been without a dedicated Personnel Department since FY97/98. The City also has a Benefits Agent of Record who manages our benefit plans.

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

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

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

2019-20 Goals, Projects and Highlights

- Focus on personnel training to reduce City liability and improve employee safety.
- Acquire new Identification System as first step in improving workplace security City wide.
- Continue to review and update personnel policies to reduce City liability.
- Refine processes and procedures through technology.
- Develop Disaster Recovery Program as part of Enterprise Risk Management.
- Continue to work with HUB-BCI to identify no-cost or marginal costs benefits for employees.
- Implement recognition program for outstanding performance by a City Employee.
- Continue to evaluate recruitment process to ensure the City is able to attract high quality employees while being fiscally responsible with the public’s resources.

2018-19 Accomplishments/Comments

- Recruited and filled 33 positions, nearly one-third of our total labor force.
- Compiled Risk data from all Departments and conducted a Risk Analysis.

- Reviewed and update personnel policies to reduce City liability.
- Refined processes and procedures through technology (NeoGov, NTN).
- Updated recognition program for outstanding performance by a City Employee.
- Continually monitored employee safety, and improved reporting through policy revisions.

**City of The Dalles, Oregon
Fiscal Year 2019-20 Budget
GENERAL FUND - HUMAN RESOURCES**

HUMAN RESOURCES DEPARTMENT							
64,889	81,645	144,187	001-1000-000.11-00	REGULAR SALARIES	151,330	151,330	151,330
-	33,478	-	001-1000-000.12-00	PARTTIME/TEMP SALARIES	-	-	-
12,324	17,925	26,594	001-1000-000.21-10	MEDICAL INSURANCE	27,020	27,020	27,020
338	702	908	001-1000-000.21-20	L-T DISABILITY INSURANCE	953	953	953
41	87	100	001-1000-000.21-30	LIFE INSURANCE	100	100	100
195	309	749	001-1000-000.21-40	WORKERS COMP INSURANCE	383	383	383
4,944	8,800	11,030	001-1000-000.22-00	FICA	11,577	11,577	11,577
9,467	11,119	19,465	001-1000-000.23-00	RETIREMENT CONTRIBUTIONS	18,364	18,364	18,364
1,067	423	2,773	001-1000-000.28-00	VEBA CONTRIBUTIONS	3,943	3,943	3,943
-	-	-	001-1000-000.29-00	OTHER EMPLOYEE BENEFITS	-	-	-
93,265	154,488	205,806		TOTAL PERSONNEL SERVICE	213,670	213,670	213,670
-	1	2		Total Full-Time Equivalent (FTE)	2.00	2.00	2.00
9	-	500	001-1000-000.34-50	SPECIAL STUDIES & REPORTS	-	-	-
59	15,733	6,735	001-1000-000.39-00	OTHER CONTRACTUAL SVCS	5,735	5,735	5,735
3,483	4,462	2,000	001-1000-000.39-10	OTHER LEGAL SERVICES	2,000	2,000	2,000
5,272	1,154	1,200	001-1000-000.39-60	RECRUITMENT / HIRING COSTS	1,000	1,000	1,000
3,414	3,570	6,000	001-1000-000.50-60	EMPLOYEE RELATIONS	4,500	4,500	4,500
88	42	150	001-1000-000.53-20	POSTAGE	150	150	150
600	2,024	2,400	001-1000-000.53-30	TELEPHONE	2,400	2,400	2,400
1,020	2,965	2,900	001-1000-000.58-10	TRAVEL, FOOD & LODGING	3,140	3,140	3,140
519	540	1,200	001-1000-000.58-50	TRAINING AND CONFERENCES	2,985	2,985	2,985
780	182	924	001-1000-000.58-70	MEMBERSHIPS/DUES/SUBS	959	959	959
663	1,051	1,200	001-1000-000.60-10	OFFICE SUPPLIES	1,200	1,200	1,200
-	35	100	001-1000-000.64-10	BOOKS AND PERIODICALS	100	100	100
749	233	700	001-1000-000.69-50	MISCELLANEOUS EXPENSES	500	500	500
-	-	2,100	001-1000-000.69-80	ASSETS <5000	4,350	4,350	4,350
16,656	31,989	28,109		TOTAL MATERIALS AND SERVICES	29,019	29,019	29,019
109,921	186,478	233,915		TOTAL HUMAN RESOURCES DEPARTMENT	242,689	242,689	242,689

City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 Adopted Budget
GENERAL FUND 001						
HUMAN RESOURCES						
64,889	81,645	144,187	001-1000-000.11-00	REGULAR SALARIES		151,330
	33,478		001-1000-000.12-00	PARTTIME/TEMP SALARIES		
12,324	17,925	26,594	001-1000-000.21-10	MEDICAL INSURANCE		27,020
338	702	908	001-1000-000.21-20	L-T DISABILITY INSURANCE		953
41	87	100	001-1000-000.21-30	LIFE INSURANCE		100
195	309	749	001-1000-000.21-40	WORKERS COMP INSURANCE		383
4,944	8,800	11,030	001-1000-000.22-00	FICA		11,577
9,467	11,119	19,465	001-1000-000.23-00	RETIREMENT CONTRIBUTIONS		18,364
1,067	423	2,773	001-1000-000.28-00	VEBA CONTRIBUTIONS		3,943
-			001-1000-000.29-00	OTHER EMPLOYEE BENEFITS		
93,265	154,488	205,806	TOTAL PERSONNEL SERVICES			213,670
Total Full-Time Equivalent (FTE)						2.0
9	-	500	001-1000-000.34-50	SPECIAL STUDIES & REPORTS		
59	15,733	6,735	001-1000-000.39-00	OTHER CONTRACTUAL SVCS		5,735
				Annual Social Security State Admin Fee	100	
				NeoGov	5,635	
				TECC (discontinued 2018/19)		
3,483	4,462	2,000	001-1000-000.39-10	OTHER LEGAL SERVICES		2,000
				HR Director access to HR law firm		
5,272	1,154	1,200	001-1000-000.39-60	RECRUITMENT / HIRING COSTS		1,000
				Recruitment Posting		
3,414	3,570	6,000	001-1000-000.50-60	EMPLOYEE RELATIONS		4,500
				Employee recognition events such as Holiday turkeys/hams, summer picnic; wellness, flowers, etc.		
88	42	150	001-1000-000.53-20	POSTAGE		150
600	2,024	2,400	001-1000-000.53-30	TELEPHONE		2,400
1,020	2,965	2,900	001-1000-000.58-10	TRAVEL, FOOD & LODGING		3,140
				For Training & Conferences: OCCMA, LOC, CIS, OSHA, & ASSE (bimonthly), Safety ReCert.		
519	540	1,200	001-1000-000.58-50	TRAINING AND CONFERENCES		2,985
				OCCMA, LOC, CIS, OSHA, & ASSE		
780	182	924	001-1000-000.58-70	MEMBERSHIPS/DUES/SUBS		959
				National Testing Network	500	
				OCCMA	90	
				IPMA_HR	149	
				ASSE	220	
663	1,051	1,200	001-1000-000.60-10	OFFICE SUPPLIES		1,200
-	35	100	001-1000-000.64-10	BOOKS AND PERIODICALS		100
749	233	700	001-1000-000.69-50	MISCELLANEOUS EXPENSES		500
-	-	2,100	001-1000-000.69-80	Asset <5000		4,350
				Replace Director's Computer	2,050	
				ID Card System with RFID	2,300	
16,656	31,990	28,109	TOTAL MATERIALS AND SERVICES			29,019
109,921	186,478	233,915	TOTAL PERSONNEL DEPARTMENT			242,689

**City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget**

Fund:	General Fund (001)	
Department:	Community Development (1100)	Number of Employees: 5
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 receives assistance from the City Manager’s Office in the area of economic development, including Main Street and Enterprise Zone activities.

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

Description

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

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

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

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

There are currently six (6) permanent, full-time positions in the Department: Director, Senior Planner, Associate Planner, Planner and Administrative Secretary.

The proposed budget includes the reclassification of the Planning Technician position to a Planner position which will continue be funded through the General Fund and Urban Renewal Agency. In addition, the Economic Development Division receives assistance from the Assistant to the City Manager.

2019-20 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 second and third 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.
- Implement new permitting and code enforcement software program.
- Finalize and implement new mobile food vendor regulations and permitting processes.
- Finalize and implement new short term rental code and permitting processes.

2018-19 Accomplishments/Comments

- Continuation of the Department customer satisfaction survey.
- Continued Staff support of the Planning Commission, Historic Landmarks Commission, Site Review Team, Urban Renewal Agency, 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.
- 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 2018 the Department processed 96 building permits and 159 development applications including 43 Site Team/Pre-applications, 51 Sign Permits, 11 Site Plan Reviews, 2 Conditional Use Permits, 3 Street Vacations, 1 Home Business Permit, 10 Vacation Rentals, 10 Adjustments, 13 Minor Partitions, 6 Property Line

Adjustments, 3 Subdivisions, 4 Historic Landmarks Commission applications and 2 Appeals. Additionally, the Department provided assistance to 1,571 public counter visits and 1,507 phone calls for general inquiries.

Major Issues to be Resolved in the Next 5 Years

- Complete update to 2030 Vision Action Plan through an extensive community outreach and engagement program.
- Undertake and complete an update to the 2011 Comprehensive Land Use Plan.
- Provide staff support to updates and implementation of the Sewer Master Plan, Storm Water Master Plan, Water Master Plan, and Capital Improvement Plan consistent with the UGB and NSA amendments.
- Upon adoption of the Gorge 2020 Management Plan, assess the City's options to seek expansion of the Urban Growth Boundary and the NSA Urban Area boundary.
- Assist Urban Renewal Agency with development related matters in the Urban Renewal Plan Area.

**City of The Dalles, Oregon
Fiscal Year 2019-20 Budget
GENERAL FUND - PLANNING**

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	FY19/20 Proposed Budget	FY19/20 Approved Budget	FY19/20 Adopted Budget
				PLANNING DEPARTMENT			
258,345	232,391	298,516	001-1100-000.11-00	REGULAR SALARIES	324,652	324,652	324,652
31,187	2,314	-	001-1100-000.12-00	PARTTIME/TEMP SALARIES	-	-	-
-	1,895	1,200	001-1100-000.13-00	OVERTIME SALARIES	1,200	1,200	1,200
67,955	58,369	92,450	001-1100-000.21-10	MEDICAL INSURANCE	77,526	77,526	77,526
1,759	1,604	1,881	001-1100-000.21-20	L-T DISABILITY INSURANCE	2,045	2,045	2,045
192	105	248	001-1100-000.21-30	LIFE INSURANCE	211	211	211
2,940	2,071	1,532	001-1100-000.21-40	WORKERS COMP INSURANCE	814	814	814
21,810	17,498	22,928	001-1100-000.22-00	FICA	24,928	24,928	24,928
26,798	14,386	33,835	001-1100-000.23-00	RETIREMENT CONTRIBUTIONS	4,184	4,184	4,184
453	1,577	4,102	001-1100-000.28-00	VEBA CONTRIBUTIONS	43,283	43,283	43,283
115	120	180	001-1100-000.29-00	OTHER EMPLOYEE BENEFITS	120	120	120
411,554	332,330	456,872		TOTAL PERSONNEL SERVICE	478,963	478,963	478,963
5	5	5		Total Full-Time Equivalent (FTE)	5.00	5.00	5.00
19,858	42,491	62,635	001-1100-000.31-10	CONTRACTUAL SERVICES	28,635	53,635	53,635
-	-	-	001-1100-000.34-10	ENGINEERING SERVICES	-	-	-
-	-	-	001-1100-000.35-40	BASE MAPPING	-	-	-
-	-	-	001-1100-000.35-60	FILING FEES	-	-	-
4,000	8,920	6,000	001-1100-000.39-00	OTHER CONTRACTUAL SVCS	8,045	8,045	8,045
902	1,355	2,000	001-1100-000.43-10	BUILDINGS AND GROUNDS	2,000	2,000	2,000
1,836	2,474	1,500	001-1100-000.43-40	OFFICE EQUIPMENT	1,800	1,800	1,800
255	44	500	001-1100-000.43-50	VEHICLES	500	500	500
811	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
791	969	1,700	001-1100-000.53-20	POSTAGE	1,700	1,700	1,700
4,262	3,487	4,745	001-1100-000.53-30	TELEPHONE	4,745	4,745	4,745
812	886	1,000	001-1100-000.53-40	LEGAL NOTICES	1,200	1,200	1,200
606	1,333	800	001-1100-000.54-00	ADVERTISING	800	800	800
-	-	350	001-1100-000.55-00	PRINTING AND BINDING	350	350	350
842	2,110	2,000	001-1100-000.58-10	TRAVEL, FOOD & LODGING	3,000	3,000	3,000
1,465	626	2,500	001-1100-000.58-50	TRAINING AND CONFERENCES	3,500	3,500	3,500
840	1,163	1,800	001-1100-000.58-70	MEMBERSHIPS/DUES/SUBS	2,600	2,600	2,600
1,749	2,078	2,500	001-1100-000.60-10	OFFICE SUPPLIES	2,500	2,500	2,500
292	-	-	001-1100-000.60-85	SPECIAL DEPT SUPPLIES	-	-	-
-	-	100	001-1100-000.64-10	BOOKS AND PERIODICALS	100	100	100
5,012	-	500	001-1100-000.64-80	COMPUTER SOFTWARE	500	500	500
3,000	-	100	001-1100-000.69-50	MISCELLANEOUS EXPENSES	-	-	-
1,439	2,393	8,500	001-1100-000.69-80	ASSETS < \$5000	4,000	4,000	4,000
48,772	70,364	100,330		TOTAL MATERIALS AND SERVICES	67,075	92,075	92,075
-	-	-	001-1100-000.74-20	VEHICLES	5,000	5,000	5,000
-	-	-		TOTAL CAPITAL OUTLAY	5,000	5,000	5,000
460,326	402,694	557,202		SUB-TOTAL PLANNING DEPARTMENT	551,038	576,038	576,038

City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 Adopted Budget
GENERAL FUND 001						
PLANNING DEPARTMENT						
258,345	232,391	298,516	001-1100-000.11-00	REGULAR SALARIES		324,652
31,187	2,314	-	001-1100-000.12-00	PARTTIME/TEMP SALARIES		-
	1,895	1,200	001-1100-000.13-00	OVERTIME SALARIES		1,200
67,955	58,369	92,450	001-1100-000.21-10	MEDICAL INSURANCE		77,526
1,759	1,604	1,881	001-1100-000.21-20	L-T DISABILITY INSURANCE		2,045
192	105	248	001-1100-000.21-30	LIFE INSURANCE		211
2,940	2,071	1,532	001-1100-000.21-40	WORKERS COMP INSURANCE		814
21,810	17,498	22,928	001-1100-000.22-00	FICA		24,928
26,798	14,386	33,835	001-1100-000.23-00	RETIREMENT CONTRIBUTIONS		4,184
453	1,577	4,102	001-1100-000.28-00	VEBA CONTRIBUTIONS		43,283
115	120	180	001-1100-000.29-00	OTHER EMPLOYEE BENEFITS		120
411,554	332,330	456,872	TOTAL PERSONNEL SERVICE			478,963
Total Full-Time (FTE)						5.0
19,858	42,491	62,635	001-1100-000.31-10	CONTRACTUAL SERVICES		53,635
				Housing Strategies Report Implementation -\$25,000		
				SawNet annual fees \$135		
				Ft. Dalles Museum Support \$22,500		
				Misc consultant services - \$6,000		
-	-		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		
4,000	8,920	6,000	001-1100-000.39-00	OTHER CONTRACTUAL SVCS		8,045
				1. Wasco Co. GIS Support - \$12,000		
				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 = \$4,250		
				Planning \$2,800 URA \$1,350 Codes \$100		
				3. Adobe Acrobat \$850 \$570 Planning \$285 Codes		
				4. Asana Project Tracking Software = \$750 Planning \$675 Codes \$75		
902	1,355	2,000	001-1100-000.43-10	BUILDINGS AND GROUNDS		2,000
				Pioneer Cemetery annual Maintenance		
1,836	2,474	1,500	001-1100-000.43-40	OFFICE EQUIPMENT		1,800
				Copier lease & maintenance		
255	44	500	001-1100-000.43-50	VEHICLES		500
				PW estimate of projected maint/repairs		
811	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		
791	969	1,700	001-1100-000.53-20	POSTAGE		1,700
				Planning Mailing History		
				HLC		
4,262	3,487	4,745	001-1100-000.53-30	TELEPHONE		4,745
				Gorge.net Services		
				Steve's Cell Phone		
812	886	1,000	001-1100-000.53-40	LEGAL NOTICES		1,200
				PC PH, Notices		
606	1,333	800	001-1100-000.54-00	ADVERTISING		800
				Historical Usage, Long Range Planning, Comp Plan		
-	-	350	001-1100-000.55-00	PRINTING AND BINDING		350
842	2,110	2,000	001-1100-000.58-10	TRAVEL, FOOD & LODGING		3,000
1,465	626	2,500	001-1100-000.58-50	TRAINING AND CONFERENCES		3,500
				AICP Exam fees		
				Planners Conference		
				Planning Commissioner Training		

City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 Adopted Budget
840	1,163	1,800	001-1100-000.58-70	Historic Landmarks Commissioners Training MEMBERSHIPS/DUES/SUBS		2,600
				APA membership fees Nat'l Historic Trust Membership (aids in grant process) OR City Planning Director Association APA membership fees - Planning Commission OCEA		
1,749	2,078	2,500	001-1100-000.60-10	OFFICE SUPPLIES		2,500
292	-		001-1100-000.60-85	SPECIAL DEPT SUPPLIES		
-	-	100	001-1100-000.64-10	BOOKS AND PERIODICALS		100
5,012	-	500	001-1100-000.64-80	COMPUTER SOFTWARE		500
3,000	-	100	001-1100-000.69-50	MISCELLANEOUS EXPENSES		
1,439	2,393	8,500	001-1100-000.69-80	ASSETS < \$5000		4,000
				For durable goods lasting more than one year, but costing less than \$5,000, such as chairs, calculators, etc. Replacement Computer per schedule		
48,772	70,363	100,330		TOTAL MATERIALS AND SERVICES		92,075
-	-	-	001-1100-000.74-20	VEHICLES		5,000
				Replace Planning vehicle with Police surplus vehicle - auction value		
-	-	-		TOTAL CAPITAL OUTLAY		5,000
460,326	402,693	557,202		TOTAL PLANNING DEPARTMENT		576,038

**City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 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 City Manager's office is also involved in the Enterprise 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.

2019-20 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.
- If determination made to proceed with First Street/Riverfront Connection Project, proceed with next phases which include preparation of construction documents and a funding strategy to supplement earmarked federal funds.
- 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.
- Identify potential funding sources to complete local bike hubs.

- Complete feasibility study, including identification of potential funding sources, for the undergrounding of utilities in the downtown area.
- Undertake next phase of economic opportunities analysis, commercial and industrial land supply.
- Continue working with Tokola Properties on the redevelopment of the Urban Renewal Agency-owned Tony's Building property.
- Continue working with Hanlon Development Company on the redevelopment of the vacant downtown Griffith Motors property.

2018-19 Accomplishments/Comments

- Completed economic impact analysis on the Tokola Properties mixed-use redevelopment proposal for Urban Renewal Agency-owned Tony's Building property, entered into Development and Disposition Agreement with developer, and participated in a BOLI hearing on the project.
- Successfully re-designated Enterprise Zone.
- Entered into an Exclusive Negotiating Agreement with GBHD, LLC for the development of a downtown hotel. Developer did not meet terms of the agreement, which led to the termination of the agreement by the Urban Renewal Agency.
- Entered into an Exclusive Negotiating Agreement with Hanlon Development and initiated an economic impact analysis for the redevelopment of the vacant downtown Griffith Motors property.
- Initiated feasibility study for the undergrounding of utilities in the downtown.
- Undertook economic opportunities analysis focusing on commercial and industrial land demand and local labor market demands.
- Completed sale of Urban Renewal Agency-owned Recreation Building and Blue Building, and entered into Development and Disposition Agreements with buyers.
- Initiated a state grant funded downtown visioning study.

Major Issues to be Resolved in the Next 5 Years

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

City of The Dalles, Oregon
Fiscal Year 2019-20 Budget
GENERAL FUND - ECONOMIC DEVELOPEMENT

FY16/17	FY17/18	FY18/19		Account	FY19/20	FY19/20	FY19/20
Actual	Actual	Budget	Account Number	Description	Proposed	Approved	Adopted
					Budget	Budget	Budget
				ECONOMIC DEVELOPEMENT			
-	-	40,000	001-1150-000.31-10	CONTRACTUAL SERVICES	45,000	55,000	55,000
-	-	-	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	-	-	-
-	-	-	001-1150-000.54-00	ADVERTISING	100	100	100
-	889	2,000	001-1150-000.58-10	TRAVEL, FOOD & LODGING	2,000	2,000	2,000
-	262	800	001-1150-000.58-50	TRAINING AND CONFERENCES	800	800	800
-	-	250	001-1150-000.58-70	MEMBERSHIP/DUES/SUBSCRIPTIONS	250	250	250
-	61	200	001-1150-000.60-10	OFFICE SUPPLIES	300	300	300
-	-	-	001-1150-000.60-80	SUPPLIES - CLOTHING	-	-	-
-	-	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	44,020		TOTAL MATERIALS AND SERVICES	49,220	59,220	59,220
-	1,277	44,020		SUB-TOTAL ECONOMIC DEVELOPEMENT	49,220	59,220	59,220

**City of The Dalles, Oregon
Fiscal Year 2019-20 Budget**

FY16/17	FY17/18	FY18/19		Account	FY19/20	FY19/20	FY19/20
Actual	Actual	Budget	Account Number	Description	Proposed	Approved	Adopted
					Budget	Budget	Budget
				ECONOMIC DEVELOPMENT			
40,604	-	-	001-0350-000.11-00	REGULAR SALARIES	-	-	-
8,954	-	-	001-0350-000.12-00	PARTTIME/TEMP SALARIES (Durow/Interns)	-	-	-
7,705	-	-	001-0350-000.21-10	MEDICAL INSURANCE	-	-	-
288	-	-	001-0350-000.21-20	L-T DISABILITY INSURANCE	-	-	-
34	-	-	001-0350-000.21-30	LIFE INSURANCE	-	-	-
1,828	-	-	001-0350-000.21-40	WORKERS COMP INSURANCE	-	-	-
3,947	-	-	001-0350-000.22-00	FICA	-	-	-
-	-	-	001-0350-000.23-00	RETIREMENT CONTRIBUTIONS	-	-	-
-	-	-	001-0350-000.28-00	VEBA CONTRIBUTIONS	-	-	-
-	-	-	001-0350-000.29-00	OTHER EMPLOYEE BENEFITS	-	-	-
63,360	-	-		TOTAL PERSONNEL SERVICE	-	-	-
2	-	-		Total Full-Time Equivalent (FTE)			
97,167	-	-	001-0350-000.31-10	CONTRACTUAL SERVICES			
5,940	-	-	001-0350-000.43-45	JOINT USE OF LABOR / EQUIP			
57	-	-	001-0350-000.53-46	POSTAGE			
1,140	-	-	001-0350-000.53-20	TELEPHONE			
-	-	-	001-0350-000.54-00	ADVERTISING			
2,933	-	-	001-0350-000.58-10	TRAVEL, FOOD & LODGING			
1,460	-	-	001-0350-000.58-50	TRAINING AND CONFERENCES			
-	-	-	001-0350-000.58-70	MEMBERSHIP/DUES/SUBSCRIPTIONS			
84	-	-	001-0350-000.60-10	OFFICE SUPPLIES			
39	-	-	001-0350-000.60-80	SUPPLIES - CLOTHING			
132	-	-	001-0350-000.60-85	SPECIAL SUPPLIES			
-	-	-	001-0350-000.69-50	MISCELLANEOUS EXPENSES	-	-	-
-	-	-	001-0350-000.69-80	ASSETS < \$5000	-	-	-
108,952	-	-		TOTAL MATERIALS AND SERVICES	-	-	-
172,312	-	-		SUB-TOTAL ECONOMIC DEVELOPMENT	-	-	-

City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 Adopted Budget
GENERAL FUND 001						
ECONOMIC DEVELOPMENT						
-	-	40,000	001-1150-000.31-10	CONTRACTUAL SERVICES		55,000
				Main Street Program \$35K		
				EOA Implementation \$20,000		
-	-	-	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		-
-	-	-	001-1150-000.54-00	ADVERTISING		100
-	889	2,000	001-1150-000.58-10	TRAVEL, FOOD & LODGING		2,000
				UR & ED Conference		
-	262	800	001-1150-000.58-50	TRAINING AND CONFERENCES		800
				ED Conference fees		
-	-	250	001-1150-000.58-70	MEMBERSHIP/DUES/SUBSCRIPTIONS		250
-	61	200	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	44,020		TOTAL MATERIALS AND SERVICES		59,220

City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget

Fund:	General (001)	
Department:	Community Development (1100)	Number of Employees: 1.0
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, personal contact, and both proactive and reactive efforts. The Division may also enlist the services of other local and regional agencies to assist in the abatement of nuisance conditions and the protection of public safety. The Codes Enforcement Officer also coordinates with and assists the City Attorney’s Office, Planning staff and Police Department in the enforcement of land use regulations and development project conditions of approval.

2019-2020 Goals, Projects, and Highlights

- Continue the use of door hangers and other means of notification/public education for puncture vine abatement, vegetation control, and property maintenance.
- With the assistance from the Police Department and City Attorney, develop a new door hanger to address parking and storage of motorhomes, trailers and boats within the public right-of-way.
- Continue to work with lending institutions and property maintenance firms to abate nuisance conditions that exist upon their foreclosed properties; ensuring that the lending institutions are the party responsible for abatement costs. Seek City Council approval to register the City with the state’s property registration program that will allow a proactive approach of site inspections of vacant properties.
- With the assistance of the Mid-Columbia Fire & Rescue District review current burning barrel permit regulations with the goal of reducing enforcement timelines to minimize fire hazards in the community.
- With assistance from Planning, Finance, Police and City Attorney review current transient merchant license requirements and draft new regulations for City Council consideration.
- Assist Planning staff with drafting mobile food vendor and short term rental permitting regulations for City Council consideration.

- Continue working with Northern Wasco County Parks District as a resource for retaining certified arborists to assist with enforcement of municipal code provisions concerning hazardous trees on private property.
- Continue working with Mid-Columbia Fire & Rescue District in promoting use of Burn to Learn Program as a method of abating blighted buildings on private property.
- Assist Police Department in their development of a program to use blighted buildings for SERT training opportunities.
- Continue to work with Planning staff to enforce development regulations and project conditions of approval.
- Integrate code enforcement case files with the department's new project tracking software system.
- Undertake two targeted neighborhood clean-up efforts.
- Utilize department's updated GIS system to track and inventory codes enforcement cases to identify areas and violation types requiring focused compliance efforts.
- Continue to monitor and assist property owners in the West 2nd Street area to abate property maintenance issues and other potential code violations.

2018-2019 Accomplishments/Comments

- Abated one residential property by hiring local contractors to abate nuisance conditions.
- For calendar year 2018, 513 site inspections were conducted, representing 337 code enforcement cases. Inspections were conducted in coordination with Police Department, Planning staff and other public agencies.
- Arranged for the disposal of 32 abandoned vehicles through a no cost program with the Department of Motor Vehicles.
- Oversaw a coordinated code enforcement effort focused on West 2nd Street properties. City staff together with partner community agencies performed inspections and abated property maintenance, motor vehicular and potential life/safety violations.

Major Issues to be resolved in the next 5 years

- Continue to secure compliance with City's code regulations through voluntary and proactive efforts, and to implement measures and programs designed to ensure continued compliance.
- Continue working with community partners on the importance of abating puncture vine and other nuisance vegetation.
- Continue neighborhood clean-up efforts in partnership with residents, local service organizations, businesses, property owners, and other public and private resources.
- Assess current Codes Enforcement staffing resources and service demands to develop a strategic plan with the goals of improving customer service levels and increasing code compliance throughout the city.

**City of The Dalles, Oregon
Fiscal Year 2019-20 Budget
GENERAL FUND - CODES ENFORCEMENT**

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	FY19/20 Proposed Budget	FY19/20 Approved Budget	FY19/20 Adopted Budget
CODES ENFORCEMENT							
-	44,757	57,205	001-1175-000.11-00	REGULAR SALARIES	46,566	46,566	46,566
-	9,234	16,647	001-1175-000.21-10	MEDICAL INSURANCE	10,223	10,223	10,223
-	290	360	001-1175-000.21-20	L-T DISABILITY INSURANCE	293	293	293
-	41	99	001-1175-000.21-30	LIFE INSURANCE	50	50	50
-	1,407	1,414	001-1175-000.21-40	WORKERS COMP INSURANCE	678	678	678
-	3,385	4,376	001-1175-000.22-00	FICA	3,562	3,562	3,562
-	(1,690)	6,163	001-1175-000.23-00	RETIREMENT	6,286	6,286	6,286
-	-	-	001-1175-000.29-00	OTHER EMPLOYEE BENEFITS	-	-	-
-	57,423	86,264	TOTAL PERSONNEL SERVICE		67,658	67,658	67,658
1	1	1	Total Full-Time Equivalent (FTE)		1.00	1.00	1.00
-	2,704	20,600	001-1175-000.31-10	CONTRACTUAL SERVICES	15,600	15,600	15,600
-	2,000	5,500	001-1175-000.39-00	OTHER CONTRACTUAL SRVCS	2,460	2,460	2,460
-	53	200	001-1175-000.43-50	VEHICLES	200	200	200
-	615	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	1,200	001-1175-000.53-20	POSTAGE	1,000	1,000	1,000
-	1,387	1,520	001-1175-000.53-30	TELEPHONE	1,520	1,520	1,520
-	451	500	001-1175-000.58-10	TRAVEL, FOOD & LODGING	800	800	800
-	175	250	001-1175-000.58-50	TRAINING AND CONFERENCES	800	800	800
-	75	75	001-1175-000.58-70	MEMBERSHIPS/DUES/SUBS	150	150	150
-	642	800	001-1175-000.60-10	OFFICE SUPPLIES	1,200	1,200	1,200
-	-	-	001-1175-000.69-50	MISCELLANEOUS EXPENSES	-	-	-
-	-	3,250	001-1175-000.69-80	ASSETS < \$5000	1,350	1,350	1,350
-	9,129	34,945	TOTAL MATERIALS AND SERVICES		26,130	26,130	26,130
-	66,552	121,209	TOTAL CODES ENFORCEMENT DEPARTMENT		93,788	93,788	93,788

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	FY19/20 Proposed Budget	FY19/20 Approved Budget	FY19/20 Adopted Budget
CODES ENFORCEMENT							
43,880	-	-	001-4000-000.11-00	REGULAR SALARIES			
8,969	-	-	001-4000-000.21-10	MEDICAL INSURANCE			
314	-	-	001-4000-000.21-20	L-T DISABILITY INSURANCE			
44	-	-	001-4000-000.21-30	LIFE INSURANCE			
1,205	-	-	001-4000-000.21-40	WORKERS COMP INSURANCE			
3,340	-	-	001-4000-000.22-00	FICA			
6,021	-	-	001-4000-000.23-00	RETIREMENT			
-	-	-	001-4000-000.29-00	OTHER EMPLOYEE BENEFITS			
63,773	-	-	TOTAL PERSONNEL SERVICE		-	-	-
1			Total Full-Time Equivalent (FTE)		-	-	-
11,169	-	-	001-4000-000.31-10	CONTRACTUAL SERVICES			
2,000	-	-	001-4000-000.39-00	OTHER CONTRACTUAL SRVCS			
1,009	-	-	001-4000-000.43-50	VEHICLES			
309	-	-	001-4000-000.43-51	GAS/OIL/DIESEL/LUBRICANTS			
325	-	-	001-4000-000.43-52	TIRES AND TIRE REPAIRS			
502	-	-	001-4000-000.53-20	POSTAGE			
1,520	-	-	001-4000-000.53-30	TELEPHONE			
139	-	-	001-4000-000.58-10	TRAVEL, FOOD & LODGING			
242	-	-	001-4000-000.58-50	TRAINING AND CONFERENCES			
75	-	-	001-4000-000.58-70	MEMBERSHIPS/DUES/SUBS			
434	-	-	001-4000-000.60-10	OFFICE SUPPLIES			
-	-	-	001-4000-000.69-50	MISCELLANEOUS EXPENSES			
-	-	-	001-4000-000.64-80	ASSETS < \$5000			
17,724	-	-	TOTAL MATERIALS AND SERVICES		-	-	-
81,497	-	-	TOTAL CODES ENFORCEMENT DEPARTMENT		-	-	-

City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 Adopted Budget
GENERAL FUND 001						
CODES ENFORCEMENT						
-	44,757	57,205	001-1175-000.11-00	REGULAR SALARIES		46,566
-	9,234	16,647	001-1175-000.21-10	MEDICAL INSURANCE		10,223
-	290	360	001-1175-000.21-20	L-T DISABILITY INSURANCE		293
-	41	99	001-1175-000.21-30	LIFE INSURANCE		50
-	1,407	1,414	001-1175-000.21-40	WORKERS COMP INSURANCE		678
-	3,385	4,376	001-1175-000.22-00	FICA		3,562
-	(1,690)	6,163	001-1175-000.23-00	RETIREMENT		6,286
-	-	-	001-1175-000.29-00	OTHER EMPLOYEE BENEFITS		-
0	57,423	86,264	TOTAL PERSONNEL SERVICE			67,658
1	1	1	Total Full-Time Equivalent (FTE)			1.0
-	2,704	20,600	001-1175-000.31-10	CONTRACTUAL SERVICES nuisance abatements neighborhood clean up expenses (2) data plan for software \$600		15,600
-	2,000	5,500	001-1175-000.39-00	OTHER CONTRACTUAL SRVCS Wasco Co GIS maintenance costs \$2,000 ArcGIS \$100 Asana project tracking software \$75 Adobe \$285		2,460
-	53	200	001-1175-000.43-50	VEHICLES		200
-	615	700	001-1175-000.43-51	GAS/OIL/DIESEL/LUBRICANTS		700
-	312	350	001-1175-000.43-52	TIRES AND TIRE REPAIRS		350
-	716	1,200	001-1175-000.53-20	POSTAGE		1,000
-	1,387	1,520	001-1175-000.53-30	TELEPHONE		1,520
-	451	500	001-1175-000.58-10	TRAVEL, FOOD & LODGING		800
-	175	250	001-1175-000.58-50	TRAINING AND CONFERENCES		800
-	75	75	001-1175-000.58-70	MEMBERSHIPS/DUES/SUBS		150
-	642	800	001-1175-000.60-10	OFFICE SUPPLIES		1,200
-	-	0	001-1175-000.69-50	MISCELLANEOUS EXPENSES		-
-	-	3,250	001-1175-000.69-80	ASSETS < \$5000 tablet- field work \$1,000 computer software \$350		1,350
0	9,129	34,945	TOTAL MATERIALS AND SERVICES			26,130
0	66,552	121,209	\			93,788
TOTAL PLANNING/ ECONOMIC DEVELOPMENT/ CODES ENFORCMENT DEPT						

City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget

Fund:	General (001)	
Department:	Police (1300)	Number of Employees: 25.25 FTE
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 25 full time positions and 2 part-time.

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

Non-enforcement programs include:

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

2019-2020 Goals, Projects and Highlights

- Continuance of good interagency relationships
- Accountability
- Build trust and transparency with the community
- Excellence in customer service
- Pursuit of upgrades in Technology and Equipment to meet industry standards
- Improved quality control through process improvement and training
- Increase numbers in Police Reserve program
- Continue to support the Mid-Columbia Interagency Narcotics Team to meet the needs of the community
- Police Department homeless identification program
- Have fully staffed Police Department/hired two new officers
- Fully functional Peer Support Program
- Work with homeless coalition on quality of life solutions

2018-2019 Accomplishments/Comments

- Reviewed and updated all Police Department policies
- Implemented consistent discipline process
- Updated all patrol vehicle's standard lighting and electronic equipment
- Fully staffed
- Implemented new Field Training Officer Program
- Activated Peer Support Program
- Actively working on Police Department Succession plan
- Active in Homeless Coalition Committee
- Improved relationship with Center for Living at a local level
- Continued improvement in technology
- Provided Crisis Informed Training to all Police Officers
- On line bicycle registration program
- Senior/Mentally Ill "Take me home" program
- Security Camera registration program
- New department shoulder patch/identification cards
- Initiated annual "shop with a cop" program
- Updated all patrol vehicles with new in-car camera videos

Major Issues to be resolved in the next five years

- Investment in Body Camera/Digital storage technology
- Continued challenges with homeless/quality of life for our citizens
- Recruiting challenges regarding minority and female officers
- Management succession plan
- Building the trust and improving our relationship with the Hispanic Community
- New Vicarious/civil liability challenges in law enforcement

**City of The Dalles, Oregon
Fiscal Year 2019-20 Budget
GENERAL FUND - POLICE**

FY16/17	FY17/18	FY18/19		Account	FY19/20	FY19/20	FY19/20
Actual	Actual	Budget	Account Number	Description	Proposed	Approved	Adopted
					Budget	Budget	Budget
				POLICE			
1,693,454	1,714,199	1,878,319	001-1300-000.11-00	REGULAR SALARIES	1,957,732	1,957,732	1,957,732
18,410	20,952	27,699	001-1300-000.12-00	PARTTIME/TEMP SALARIES	29,097	29,097	29,097
122,003	155,805	173,269	001-1300-000.13-00	OVERTIME SALARIES	134,867	134,867	134,867
-	-	-	001-1300-000.13-10	DUI OVERTIME SALARIES	5,000	5,000	5,000
1,040	2,148	3,000	001-1300-000.14-00	BI-LINGUAL INCENTIVE 5%	11,737	11,737	11,737
456,576	427,436	527,579	001-1300-000.21-10	MEDICAL INSURANCE	539,342	539,342	539,342
10,911	10,581	11,039	001-1300-000.21-20	L-T DISABILITY INSURANCE	11,326	11,326	11,326
1,192	1,168	1,250	001-1300-000.21-30	LIFE INSURANCE	1,250	1,250	1,250
84,133	61,543	90,519	001-1300-000.21-40	WORKERS COMP INSURANCE	61,154	61,154	61,154
137,496	142,279	159,218	001-1300-000.22-00	FICA	163,514	163,514	163,514
345,333	345,869	375,644	001-1300-000.23-00	RETIREMENT CONTRIBUTIONS	387,681	387,681	387,681
3,534	11,449	22,007	001-1300-000.28-00	VEBA CONTRIBUTIONS	22,758	22,758	22,758
-	60	60	001-1300-000.29-00	OTHER EMPLOYEE BENEFITS	60	60	60
2,874,082	2,893,490	3,269,603		TOTAL PERSONNEL SERVICE	3,325,518	3,325,518	3,325,518
25	25	26		Total Full-Time Equivalent (FTE)	25.25	25.25	25.25
39,672	38,634	70,813	001-1300-000.31-10	CONTRACTUAL SERVICES	69,513	69,513	69,513
316,043	347,647	468,502	001-1300-000.31-40	WASCO CO COMMUNICATIONS	476,582	476,582	476,582
1,209	5,476	4,772	001-1300-000.31-70	RECRUITING EXPENSES	3,284	3,284	3,284
33	48	400	001-1300-000.33-15	INTERPRETOR FEES	400	400	400
789	341	1,000	001-1300-000.33-40	TOWING SERVICES	21,000	21,000	21,000
3,226	9,879	17,795	001-1300-000.34-40	SOFTWARE MAINTENANCE	19,146	19,146	19,146
2,271	2,379	2,300	001-1300-000.41-10	WATER & SEWER	2,700	2,700	2,700
1,500	1,492	1,500	001-1300-000.41-20	GARBAGE SERVICES	1,500	1,500	1,500
8,365	7,954	9,000	001-1300-000.41-40	ELECTRICITY	8,000	8,000	8,000
10,878	10,878	10,878	001-1300-000.42-00	JANITORIAL SERVICES	11,658	11,658	11,658
13,577	21,611	20,000	001-1300-000.43-10	BUILDINGS AND GROUNDS	10,000	10,000	10,000
1,008	2,374	-	001-1300-000.43-30	RADIO EQUIPMENT	1,000	1,000	1,000
430	-	1,000	001-1300-000.43-40	OFFICE EQUIPMENT	1,000	1,000	1,000
17,952	20,691	19,000	001-1300-000.43-50	VEHICLES MAINTENANCE	19,000	19,000	19,000
37,292	33,883	38,000	001-1300-000.43-51	GAS/OIL/DIESEL/LUBRICANTS	33,800	33,800	33,800
9,691	3,388	9,500	001-1300-000.43-52	TIRES AND TIRE REPAIRS	7,100	7,100	7,100
2,586	2,471	2,500	001-1300-000.43-75	ELEVATOR MAINTENANCE	2,580	2,580	2,580
-	-	1,000	001-1300-000.43-77	HVAC SYSTEMS	-	-	-
50	50	200	001-1300-000.50-40	HEPATITIS PROGRAM	200	200	200
1,651	1,276	1,800	001-1300-000.53-20	POSTAGE	1,800	1,800	1,800
15,032	14,968	37,524	001-1300-000.53-30	TELEPHONE	19,119	19,119	19,119
223	145	400	001-1300-000.54-00	ADVERTISING	400	400	400
1,237	1,467	4,000	001-1300-000.56-00	DIGITAL STORAGE	13,307	13,307	13,307
-	-	4,220	001-1300-000.58-10	TRAVEL, FOOD & LODGING	13,500	13,500	13,500
24,678	28,140	25,780	001-1300-000.58-50	TRAINING AND CONFERENCES	16,500	16,500	16,500
649	2,594	5,895	001-1300-000.58-70	MEMBERSHIPS/DUES/SUBS	6,790	6,790	6,790
3,853	5,489	7,695	001-1300-000.59-10	SERT TEAM	17,000	17,000	17,000
2,009	1,923	4,000	001-1300-000.59-15	RESERVES	4,000	4,000	4,000
470	847	1,500	001-1300-000.59-25	CRIME PREVENTION	1,500	1,500	1,500
3,220	4,862	5,000	001-1300-000.60-10	OFFICE SUPPLIES	5,000	5,000	5,000
-	2,847	1,200	001-1300-000.60-20	JANITORIAL SUPPLIES	3,500	3,500	3,500
9,814	12,496	13,500	001-1300-000.60-65	AMMUNITION	13,500	13,500	13,500
6,167	5,438	5,000	001-1300-000.60-70	DRUG TEAM	5,000	5,000	5,000
11,453	12,785	19,415	001-1300-000.60-80	CLOTHING	20,393	20,393	20,393
11,421	11,053	14,930	001-1300-000.60-85	SPECIAL DEPT SUPPLIES	13,202	13,202	13,202
5,294	41,532	10,355	001-1300-000.64-80	COMPUTER SOFTWARE	4,355	4,355	4,355
560	665	7,500	001-1300-000.69-50	MISCELLANEOUS EXPENSES	9,000	9,000	9,000
6,143	54,563	22,149	001-1300-000.69-80	ASSETS < \$5000	35,486	35,486	35,486
570,446	712,285	870,023		TOTAL MATERIALS AND SERVICES	891,815	891,815	891,815
-	-	16,500	001-1300-000.72-20	BUILDINGS	12,500	12,500	12,500
43,253	82,453	102,750	001-1300-000.74-20	VEHICLES	103,600	103,600	103,600
-	-	-	001-1300-000.74-25	COMMUNICATIONS EQUIPMENT	-	-	-
-	-	-	001-1300-000.74-90	EQUIPMENT, OTHER	11,000	11,000	11,000
43,253	82,453	119,250		TOTAL CAPITAL OUTLAY	127,100	127,100	127,100
3,487,781	3,688,228	4,258,876		TOTAL POLICE DEPARTMENT	4,344,433	4,344,433	4,344,433

City Of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 Adopted Budget
POLICE						
1,693,454	1,714,199	1,878,319	001-1300-000.11-00	REGULAR SALARIES		1,957,732
18,410	20,952	27,699	001-1300-000.12-00	PARTTIME/TEMP SALARIES		29,097
122,003	155,805	173,269	001-1300-000.13-00	OVERTIME SALARIES		134,867
-	-	-	001-1300-000.13-10	DUI OVERTIME SALARIES		5,000
1,040	2,148	3,000	001-1300-000.14-00	BI-LINGUAL INCENTIVE 5%		11,737
456,576	427,436	527,579	001-1300-000.21-10	MEDICAL INSURANCE		539,342
10,911	10,581	11,039	001-1300-000.21-20	L-T DISABILITY INSURANCE		11,326
1,192	1,168	1,250	001-1300-000.21-30	LIFE INSURANCE		1,250
84,133	61,543	90,519	001-1300-000.21-40	WORKERS COMP INSURANCE		61,154
137,496	142,279	159,218	001-1300-000.22-00	FICA		163,514
345,333	345,869	375,644	001-1300-000.23-00	RETIREMENT CONTRIBUTIONS		387,681
3,534	11,449	22,007	001-1300-000.28-00	VEBA CONTRIBUTIONS		22,758
	60	60	001-1300-000.29-00	OTHER EMPLOYEE BENEFITS		60
2,874,082	2,893,490	3,269,603	TOTAL PERSONNEL SERVICE			3,325,518
25	25	26	Total Full-Time Equivalent (FTE)			25.30
39,672	38,634	70,813	001-1300-000.31-10	CONTRACTUAL SERVICES		69,513
				Range Outhouse	600	
				Wave	565	
				Clear - Law Enforcement data base used by detectives	3,200	
				Copier monthly lease payment + per page cost	2,500	
				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)	7,700	
				Justice Lite Use Licenses	1,750	
				Leso 1033 program	500	
				Getac Tablet Lease	27,426	
316,043	347,647	468,502	001-1300-000.31-40	WASCO CO COMMUNICATIONS		476,582
				Police Dept share of 911 Dispatch Costs - paid to Wasco County - est 1.7% increase		
				Police = 91%; PW = 9% each year		
				FY19/20 = Total \$523,716; 91% = \$476,582		
1,209	5,476	4,772	001-1300-000.31-70	RECRUITING EXPENSES		3,284
				Medical per applicant = \$200	200	
				Drug Test per appoicant = \$224	224	
				Psych per applicant = 500	500	
				Ad in Chronicle per applicant = 500	500	
				Ad in Oregonian per applicant = 500	500	
				Tests 30 X 12 = 360 (does not increase w/ number of applicants)	360	
				National Testing Network= 1000 per recruiting	1,000	
				Website Upgrade for PD		
				Job Fair and Recruiting events		
				<i>Currently Fully staffed, subject to hiring needs</i>		
33	48	400	001-1300-000.33-15	INTERPRETOR FEES		400
				Speak Write- Transcription		
789	341	1,000	001-1300-000.33-40	TOWING SERVICES		21,000
				All tows the Dept is responsible for, including dept vehicles, evidence tows and abandoned tows.	1,000	
				Recreational Vehicle Tows 8tows X\$2,500.00	20,000	
3,226	9,879	17,795	001-1300-000.34-40	SOFTWARE MAINTENANCE		19,146
				2FA1 Software(authentication software)	1,500	
				1 year maintenance ageement for tablet server	2,012	
				Scheduling software	2,500	
				Justice Essential yearly fee	4,950	
				Easy Street Draw-Draw crash scenes 3 X\$398	1,194	
				Camera Digital Evidance redaction	6,990	
2,271	2,379	2,300	001-1300-000.41-10	WATER & SEWER		2,700
				Water/Sewer for Police Station		
1,500	1,492	1,500	001-1300-000.41-20	GARBAGE SERVICES		1,500
				Garbage svc for Police Station & shredder bin		

City Of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 Adopted Budget
8,365	7,954	9,000	001-1300-000.41-40	ELECTRICITY		8,000
				Electricity for Police Station		
10,878	10,878	10,878	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 carpet cleaning. Additional \$65.00 month increase as of 19/20		
13,577	21,611	20,000	001-1300-000.43-10	BUILDINGS AND GROUNDS		10,000
				Misc	10000	
				Garage Door repair		
1,008	2,374	-	001-1300-000.43-30	RADIO EQUIPMENT		1,000
				Maintenance	1,000	
430	-	1,000	001-1300-000.43-40	OFFICE EQUIPMENT		1,000
				Office equipment repair	1,000	
17,952	20,691	19,000	001-1300-000.43-50	VEHICLES MAINTENANCE		19,000
				Repair for 16 Dept vehicles, 1 radar trailer, & 1 training trailer	19,000	
37,292	33,883	38,000	001-1300-000.43-51	GAS/OIL/DIESEL/LUBRICANTS		33,800
9,691	3,388	9,500	001-1300-000.43-52	TIRES AND TIRE REPAIRS		7,100
2,586	2,471	2,500	001-1300-000.43-75	ELEVATOR MAINTENANCE		2,580
				Dept elevator maintenance contract & permit	2,580	
-	-	1,000	001-1300-000.43-77	HVAC SYSTEMS		-
50	50	200	001-1300-000.50-40	HEPATITIS PROGRAM		200
				Hep vaccinations for Dept personnel	200	
1,651	1,276	1,800	001-1300-000.53-20	POSTAGE		1,800
15,032	14,968	37,524	001-1300-000.53-30	TELEPHONE		19,119
				AT&T cell phone in each vehicle, monthly plan	4810	
				Gorge Networks	780	-
				Century Link	6,956	
				Century Link Police Switch	780	
				ATT Cell	850	
				Integra Telecom	-	
				Globalstar	1,043	
				Cell Allowances	150	
				Phone system replacement	-	
				Secure WIFI for PD	150	
				Gorge Networks Connectivity for Radio Receivers	1,440	
				Sorosis to Dispatch Phone line	360	
				All Stream-Long Distance	1,800	
223	145	400	001-1300-000.54-00	ADVERTISING		400
				Misc Advertising - not for recruitments	400	
1,237	1,467	4,000	001-1300-000.56-00	DIGITAL STORAGE		13,307
				In car video storage to the cloud	3,500	
				Filming of Dept Records	1,467	
				Body Camera Digital Storage Cloud	8,340	
-	-	4,220	001-1300-000.58-10	TRAVEL, FOOD & LODGING		13,500
				Mileage, Meals and Lodging	13,500	
24,678	28,140	25,780	001-1300-000.58-50	TRAINING AND CONFERENCES		16,500
				Training for all Dept Personnel	16,500	
				CIT Training		
				Peer Support		
				DUI training		
				IACP leadership training		
649	2,594	5,895	001-1300-000.58-70	MEMBERSHIPS/DUES/SUBS		6,790
				For organizational memberships & subscriptions	250	
				Police One Online training-Practorian Digital	1,900	
				Oregon/California Narcotic Enforcement Assc	200	
				Tactical Officers Assc	250	
				Oregon Assc Chiefs of Police (6)	1,500	
				Oregon Executive Development Institute (4s)	500	
				Hostage Negotiators Assc	-	
				International Assc Chiefs of Police (4)	600	
				Notary Public Fees	40	
				Oregon Animal Control Assc	50	

City Of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 Adopted Budget
				Annual Crime Reporting (Motorola)	1,500	
3,853	5,489	7,695	001-1300-000.59-10	SERT TEAM		17,000
				Equipment & supplies for SERT Team	7,000	
				Sert Training	10,000	
2,009	1,923	4,000	001-1300-000.59-15	RESERVES		4,000
				Equipment & misc expenses for the Reserves	2,400	
				Body Armour (2)	1,600	
470	847	1,500	001-1300-000.59-25	CRIME PREVENTION		1,500
				Crime Prevention & Neighborhood Watch programs		
				Supplies and Anti crime technology, promotional material		
3,220	4,862	5,000	001-1300-000.60-10	OFFICE SUPPLIES		5,000
-	2,847	1,200	001-1300-000.60-20	JANITORIAL SUPPLIES		3,500
9,814	12,496	13,500	001-1300-000.60-65	AMMUNITION		13,500
				Duty & practice ammunition, targets & range supplies		
6,167	5,438	5,000	001-1300-000.60-70	DRUG TEAM		5,000
				Operating expenses of the MINT detective		
11,453	12,785	19,415	001-1300-000.60-80	CLOTHING		20,393
				Load Bearing Vests and armour(2per year @ \$1360.00 each)	2,720	
				Under Vest Jackets(8@ \$327.00)	2,616	
				Clothing Allowance for Detectives	1,600	
				Cleaning Allowance for Officer/Detectives events)(2)	4,200	
				Patrol Uniforms	7,257	
11,421	11,053	14,930	001-1300-000.60-85	SPECIAL DEPT SUPPLIES		13,202
				etc.	6,000	
				Replacement flashlights (3)	352	
				Spike Strips 2 sets	-	
				Gun cleaning equipment/supplies	500	
				Employee Recognition	1000	
				Policy Revision print and update	750	
				Taser supplies(Cartridges, targets, batteries)	2000	
				Narcan	2000	
				Digital Recorders and Cameras	600	
5,294	41,532	10,355	001-1300-000.64-80	COMPUTER SOFTWARE		4,355
				Getac Advanced Authentication software \$2622 per year	2,622	
				Net motion Mobility Maintenance	1,733	
560	665	7,500	001-1300-000.69-50	MISCELLANEOUS EXPENSES		9,000
				Homeless Assistance Program	2,500	
				Medical expenses not covered by LEMLA	5,000	
				Watchguard Maintenance	1,500	
6,143	54,563	22,149	001-1300-000.69-80	ASSETS < \$5000		35,486
				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.		
				Office improvements	1,000	
				Computer replacement (2)	4,200	
				GeTAc Tablets MDT replacement	1,500	
				Car Camera Dock Station for body Cam \$143.00 x7	1,001	
				Body Cameras 12 x \$1532.91 and station docks	18,395	
				Body/Car camera server	5,000	
				2 portable motorala radios	2,400	
				cell phones in police vehicles x10	1,990	
570,446	712,285	870,023		TOTAL MATERIALS AND SERVICES		891,815
-	-	16,500	001-1300-000.72-20	BUILDINGS		12,500
				New Carpet for themain floor building	12,500	
43,253	82,453	102,750	001-1300-000.74-20	VEHICLES		103,600
				One all wheel drive Dodge Charger including set up	26,500	
				Two unmarked Vehicles including set up	64,600	
				One Armor Vehicle including set up	12,500	
-	-	-	001-1300-000.74-90	EQUIPMENT-OTHER		11,000

City Of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 Adopted Budget
				Interview Room Video Recording System		
				Administration Investigation Management	11,000	
43,253	82,453	119,250		TOTAL CAPITAL OUTLAY		127,100
3,487,781	3,688,228	4,258,876		TOTAL POLICE DEPARTMENT		4,344,433

**City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget**

Fund:	General (001)	
Department:	Dog Control (4500)	Number of Employees: 1.00
Program:	Public Safety (000)	

Mission:

Provide Animal Control for the City of The Dalles.

Description

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

This budget includes funding for personnel costs for a possible full time position, training, and supplies for the Dog Control Officer.

2019-2020 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

2018-2019 Accomplishments/Comments

- Achieved success in rescuing animals from a potentially dangerous situation
- Coordinated with owners to ensure proper care of animals
- Provided food and water to animals
- Contacted local vets when animals required some type of medical care
- Responded to public inquires regarding animal codes and regulations.

**City of The Dalles, Oregon
Fiscal Year 2019-20 Budget
GENERAL FUND- ANIMAL CONTROL**

FY16/17	FY17/18	FY18/19		Account	FY19/20	FY19/20	FY19/20
Actual	Actual	Budget	Account Number	Description	Proposed	Approved	Adopted
					Budget	Budget	Budget
			ANIMAL CONTROL				
29,421	31,922	30,650	001-4500-000.12-00	PARTTIME/TEMP SALARIES	42,934	42,934	42,934
-	-	-	001-4500-000.13-00	OVERTIME SALARIES	-	-	-
41	40	14,758	001-4500-000.21-10	MEDICAL INSURANCE	16,797	16,797	16,797
191	202	193	001-4500-000.21-20	L-T DISABILITY INSURANCE	270	270	270
44	44	50	001-4500-000.21-30	LIFE INSURANCE	50	50	50
905	477	953	001-4500-000.21-40	WORKERS COMP INSURANCE	597	597	597
2,235	2,442	2,345	001-4500-000.22-00	FICA	3,284	3,284	3,284
3,930	2,880	4,138	001-4500-000.23-00	RETIREMENT	5,796	5,796	5,796
-	-	-	001-4500-000.29-00	OTHER EMPLOYEE BENEFITS	-	-	-
36,767	38,006	53,087	TOTAL PERSONNEL SERVICE		69,728	69,728	69,728
1	1	1		Total Full-Time Equivalent (FTE)	1.00	1.00	1.00
14,769	13,130	14,800	001-4500-000.31-10	CONTRACTUAL SERVICES	14,800	14,800	14,800
978	-	3,000	001-4500-000.31-90	CONTRACTUAL SERVICES - OTHER	2,000	2,000	2,000
40	639	4,000	001-4500-000.43-50	VEHICLES	4,000	4,000	4,000
69	264	3,000	001-4500-000.43-51	GAS/OIL/DIESEL/LUBRICANTS	3,000	3,000	3,000
157	-	1,000	001-4500-000.43-52	TIRES AND TIRE REPAIRS	1,000	1,000	1,000
-	-	1,500	001-4500-000.58-50	TRAINING AND CONFERENCES	1,000	1,000	1,000
252	1,427	2,000	001-4500-000.60-85	SUPPLIES - SPECIAL DEPT	1,000	1,000	1,000
-	-	2,000	001-4500-000.69-80	ASSETS < \$5000	2,000	2,000	2,000
16,265	15,460	31,300	TOTAL MATERIALS AND SERVICES		28,800	28,800	28,800
53,032	53,466	84,387	TOTAL ANIMAL CONTROL DEPARTMENT		98,528	98,528	98,528

City Of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 Adopted Budget
ANIMAL CONTROL						
29,421	31,922	30,650	001-4500-000.12-00	PARTTIME/TEMP SALARIES		42,934
-	-	-	001-4500-000.13-00	OVERTIME SALARIES		-
41	39.64	14,758	001-4500-000.21-10	MEDICAL INSURANCE		16,797
191	201.79	193	001-4500-000.21-20	L-T DISABILITY INSURANCE		270
44	44	50	001-4500-000.21-30	LIFE INSURANCE		50
905	477	953	001-4500-000.21-40	WORKERS COMP INSURANCE		597
2,235	2,442	2,345	001-4500-000.22-00	FICA		3,284
3,930	2,880	4,138	001-4500-000.23-00	RETIREMENT		5,796
-	-	-	001-4500-000.29-00	OTHER EMPLOYEE BENEFITS		-
36,767	38,006	53,087	TOTAL PERSONNEL SERVICE			69,728
0.5	0.5	0.75	Total Full-Time Equivalent (FTE)			1.00
14,769	13,130	14,800	001-4500-000.31-10	CONTRACTUAL SERVICES		14,800
				Contract with Home at Last (HAL) to accept dogs picked up by Dog Control Officer	14,800	
				Base for 15 dogs per month \$1,125 X 12 months \$65 for each additional dog up to 20 per month total		
978	-	3,000	001-4500-000.31-90	CONTRACTUAL SERVICES - OTHER		2,000
				Veterinarian services	2,000	
40	639	4,000	001-4500-000.43-50	VEHICLES		4,000
				Maintenance & Repair for Dog Control Truck - 2007 Ford	4000	
69	264	3,000	001-4500-000.43-51	GAS/OIL/DIESEL/LUBRICANTS		3,000
157	-	1,000	001-4500-000.43-52	TIRES AND TIRE REPAIRS		1,000
-	-	1,500	001-4500-000.58-50	TRAINING AND CONFERENCES		1,000
				Training for Dog Control Officer Includes travel, food & lodging		
252	1,427	2,000	001-4500-000.60-85	SUPPLIES - SPECIAL DEPT		1,000
				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	2,000	
16,265	15,460	31,300	TOTAL MATERIALS AND SERVICES			28,800
53,032	53,466	84,387	TOTAL ANIMAL CONTROL DEPARTMENT			98,528

City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 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. 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.

2019-20 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 Microsoft systems: Email, Server, and Desktop Operating Systems.
- Implement IT work order system.
- Move critical server applications to new hardware.
- Continue succession plan; including training of part-time employee

2018-19 Accomplishments

- Upgraded Anti-Malware and Anti-Virus Security application suite at server and workstation level.
- Upgraded Backup Software and reorganized schedule to remove bottlenecks.
- Added Intrusion protection at the Internet Gateway to prevent Malware, Ransomware and other security threats.
- Upgraded VPN and biometric authentication services for Police Mobile.
- Expanded system monitoring to include more operating system features and application health.
- Extended wireless capacity at the Police Station and Public Works.

**City of The Dalles, Oregon
Fiscal Year 2019-20 Budget
GENERAL FUND - TECHNOLOGY**

FY16/17	FY17/18	FY18/19		Account	FY19/20	FY19/20	FY19/20
Actual	Actual	Budget	Account Number	Description	Proposed	Approved	Adopted
					Budget	Budget	Budget
				TECHNOLOGY DEPARTMENT			
74,703	76,197	77,720	001-1700-000.11-00	REGULAR SALARIES	110,475	110,475	110,475
8,969	9,235	10,053	001-1700-000.21-10	MEDICAL INSURANCE	30,339	30,339	30,339
533	538	490	001-1700-000.21-20	L-T DISABILITY INSURANCE	696	696	696
44	44	50	001-1700-000.21-30	LIFE INSURANCE	99	99	99
2,016	1,460	2,229	001-1700-000.21-40	WORKERS COMP INSURANCE	1,596	1,596	1,596
5,770	5,700	5,946	001-1700-000.22-00	FICA	8,451	8,451	8,451
10,182	10,384	10,492	001-1700-000.23-00	RETIREMENT CONTRIBUTIONS	10,702	10,702	10,702
-	-	1,495	001-1700-000.28-00	VEBA CONTRIBUTIONS	1,525	1,525	1,525
-	60	60	001-1700-000.29-00	OTHER EMPLOYEE BENEFITS	60	60	60
102,217	103,618	108,535		TOTAL PERSONNEL SERVICE	163,943	163,943	163,943
1	1	1		Total Full-Time Equivalent (FTE)	1.75	1.75	1.75
	-	14,000	001-1700-000.31-10	CONTRACTUAL SERVICES	10,000	10,000	10,000
96,832	67,104	73,224	001-1700-000.34-30	COMPUTER SERVICES	68,338	68,338	68,338
13,576	14,494	16,800	001-1700-000.34-35	WIFI USE FEES	16,324	16,324	16,324
10,139	11,277	17,430	001-1700-000.34-40	SOFTWARE MAINTENANCE	12,680	12,680	12,680
5,177	5,149	5,130	001-1700-000.39-00	OTHER CONTRACTUAL SERVICES	5,290	5,290	5,290
720	753	720	001-1700-000.53-30	TELEPHONE	720	720	720
107	46	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
86	30	400	001-1700-000.60-10	OFFICE SUPPLIES	400	400	400
2,544	4,730	7,400	001-1700-000.64-80	COMPUTER SOFTWARE	17,100	17,100	17,100
430	792	2,500	001-1700-000.69-50	MISCELLANEOUS EXPENSES	2,500	2,500	2,500
6,366	-	6,000	001-1700-000.69-80	ASSETS < \$5000	2,000	2,000	2,000
135,977	104,374	145,104		TOTAL MATERIALS AND SERVICES	136,852	136,852	136,852
				CAPITAL OUTLAY			
8,378	-	7,000	001-1700-000.74-50	COMPUTER EQUIPMENT	-	-	-
9,403	8,256	-	001-1700-000.74-60	NETWORK EQUIPMENT	5,100	5,100	5,100
17,781	8,256	7,000		TOTAL CAPITAL OUTLAY	5,100	5,100	5,100
255,975	216,249	260,639		TOTAL TECHNOLOGY DEPARTMENT	305,895	305,895	305,895

City of The Dalles, Oregon
Adopted Fiscal Year 2019-2020 Budget

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 Adopted Budget
GENERAL FUND 001						
TECHNOLOGY DEPARTMENT						
74,703	76,197	77,720	001-1700-419.11-00	REGULAR SALARIES - Adding 3/4 time IT Tech 19/20		110,475
8,969	9,235	10,053	001-1700-419.21-10	MEDICAL INSURANCE		30,339
533	538	490	001-1700-419.21-20	L-T DISABILITY INSURANCE		696
44	44	50	001-1700-419.21-30	LIFE INSURANCE		99
2,016	1,460	2,229	001-1700-419.21-40	WORKERS COMP INSURANCE		1,596
5,770	5,700	5,946	001-1700-419.22-00	FICA		8,451
10,182	10,384	10,492	001-1700-419.23-00	RETIREMENT CONTRIBUTIONS		10,702
		1,495	001-1700-419.28-00	VEBA CONTRIBUTIONS		1,525
	60	60	001-1700-419.29-00	OTHER EMPLOYEE BENEFITS		60
102,217	103,618	108,535	TOTAL PERSONNEL SERVICE			163,943
			Total Full-Time (FTE)			1.75
-		14,000	001-1700-419.31-10	CONTRACTUAL SERVICES		10,000
				Moving Email server to cloud(est 10k annually		
				Possible contracted website improvements	10,000	
96,832	67,104	73,224	001-1700-419.34-30	COMPUTER SERVICES		68,338
				FY 19/20 Caselle software maintenance fees	47,520	
				Superior Court System old Software	20,818	
13,576	14,494	16,800	001-1700-419.34-35	WIFI USE FEES		16,324
				PUD 295x12	4,200	
				Gorge.net 912x12	12,124	
10,139	11,277	17,430	001-1700-419.34-40	SOFTWARE MAINTENANCE		12,680
				1 yr Trendmicro (virus/spam prevention)	3300	
				1yr Veritas Backup Exec (Backup software)	1280	
				Log/Intrusion Analysis Software for Security Compliance	1000	
				1 yr Support contract IBM Serve Hardware (purchased 12-13)	2500	
				1 yr Cisco Equipment Software** see list below	4600	
				Cisco 3560x (Public Works), C2960s(library)		
				Cisco 2960x DMZ (City Hall Basement)		
				2 Cisco 3750x Router 2911 (City Hall Basement)		
				Cisco C2960x, C3650 (City Hall Basement)		
				The City needs to cover all critical computer equipment with a 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		
5,177	5,149	5,130	001-1700-419.39-00	OTHER CONTRACTUAL SERVICES		5,290
				Qlife broadband contract for City- \$420 a month	5040	
				Renewal of City Domain names	250	
720	753	720	001-1700-419.53-30	TELEPHONE		720
				Cell phone allowance-\$60 x12 months	720	
107	46	1,000	001-1700-419.58-10	TRAVEL, FOOD & LODGING		1,000
				Mileage in town and for training travel	1000	
-	-	500	001-1700-419.58-50	TRAINING AND CONFERENCES		500
86	29	400	001-1700-419.60-10	OFFICE SUPPLIES		400
2,544	4,730	7,400	001-1700-419.64-80	COMPUTER SOFTWARE		17,100
				Intrusion monitoring software for Criminal Justice Security Compliance		
				Email server software upgrade	10000	
				Server Software Upgrade	5000	
				Misc	2100	
430	792	2,500	001-1700-419.69-50	MISCELLANEOUS EXPENSES		2,500
				Stuff comes up when dealing with electronics	2500	
6,366	-	6,000	001-1700-419.69-80	ASSETS < \$5000		2,000
				Items costing less than \$5,000 with a life of over one year that		
				NAS diskstation public works		
				End-Of-Support replacements		
				Library Wireless Access Point (11-12)		
				Misc	2000	

City of The Dalles, Oregon
Adopted Fiscal Year 2019-2020 Budget

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 Proposed Budget
135,977	104,374	145,104	TOTAL MATERIALS AND SERVICES			136,852
			CAPITAL OUTLAY			
8,378	-	7,000	001-1700-419.74-50	COMPUTER EQUIPMENT Management Server at Public Works (off-site backups to city hall servers, security logging, Trend Micro control)		-
				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.		
				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		
				The transfers for the Public Works funds will be adjusted annually to accommodate capital technological purchases		
9,403	8,256	-	001-1700-419.74-60	NETWORK EQUIPMENT		5,100
				Library Switch C2960-48s	5100	
17,781	8,256	7,000				5,100
255,975	216,248	260,639	TOTAL TECHNOLOGY DEPARTMENT			305,895

**City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 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 2019-20 expenses the same as last year:

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

2019-20 Goals, Projects and Highlights

- Continue maintenance and minor repairs to City Hall and other City owned facilities.
- Complete asbestos removal in City Hall basement

2018-19 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

City of The Dalles, Oregon
Fiscal Year 2019-20 Budget
GENERAL FUND - GENERAL SERVICES

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	FY19/20 Proposed Budget	FY19/20 Approved Budget	FY19/20 Adopted Budget
GENERAL SERVICES DEPARTMENT							
BUILDINGS & GROUNDS							
38,859	36,946	38,462	001-2300-000.11-00	REGULAR SALARIES	42,556	42,556	42,556
-	-	-	001-2300-000.12-00	PARTTIME/TEMP SALARIES	-	-	-
2,931	980	1,200	001-2300-000.13-00	OVERTIME SALARIES	1,200	1,200	1,200
16,442	14,658	18,429	001-2300-000.21-10	MEDICAL INSURANCE	18,743	18,743	18,743
276	234	242	001-2300-000.21-20	L-T DISABILITY INSURANCE	268	268	268
40	35	40	001-2300-000.21-30	LIFE INSURANCE	40	40	40
2,325	1,519	2,474	001-2300-000.21-40	WORKERS COMP INSURANCE	1,333	1,333	1,333
3,096	2,840	3,034	001-2300-000.22-00	FICA	3,347	3,347	3,347
5,298	4,353	2,816	001-2300-000.23-00	RETIREMENT	5,745	5,745	5,745
-	-	-	001-2300-000.29-00	OTHER EMPLOYEE BENEFITS	-	-	-
69,267	61,566	66,697	TOTAL PERSONNEL SERVICES		73,232	73,232	73,232
2	2	2	Total Full-Time Equivalent (FTE)		2.00	2.00	2.00
13,500	13,500	13,500	001-2300-000.31-10	CONTRACTUAL SERVICES	4,000	14,000	14,000
3,171	4,254	3,700	001-2300-000.41-10	WATER & SEWER	4,100	4,100	4,100
2,234	2,189	2,200	001-2300-000.41-20	GARBAGE SERVICES	2,200	2,200	2,200
826	826	1,000	001-2300-000.41-30	NATURAL GAS	1,000	1,000	1,000
20,240	20,812	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
28,782	33,299	17,500	001-2300-000.43-10	BUILDINGS AND GROUNDS	15,000	15,000	15,000
32,072	36,937	28,600	001-2300-000.43-11	PARK & DOCK MAINTENANCE	45,100	45,100	45,100
7	-	500	001-2300-000.43-12	ARCO LOT	500	500	500
-	-	-	001-2300-000.43-13	GITCHELL BUILDING	-	-	-
-	20	1,000	001-2300-000.43-14	TRANSPORTATION BUILDING	1,000	1,000	1,000
-	-	500	001-2300-000.43-45	JOINT USE OF LABOR/EQUIP	1,000	1,000	1,000
1,058	429	2,500	001-2300-000.43-50	VEHICLES	2,000	2,000	2,000
3,878	2,928	3,200	001-2300-000.43-51	GAS/OIL/DIESEL/LUBRICANTS	3,200	3,200	3,200
152	1,000	1,500	001-2300-000.43-52	TIRES AND TIRE REPAIRS	1,500	1,500	1,500
685	492	1,000	001-2300-000.43-70	GENERAL EQUIPMENT	1,000	1,000	1,000
1,592	508	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
3,419	3,333	4,000	001-2300-000.43-75	ELEVATORS	4,000	4,000	4,000
3,182	2,663	2,000	001-2300-000.43-77	HVAC SYSTEMS	9,000	9,000	9,000
-	-	500	001-2300-000.43-80	SHOP EQUIPMENT	500	500	500
3,188	4,572	7,500	001-2300-000.50-20	PEST CONTROL	7,500	7,500	7,500
81,850	81,147	87,639	001-2300-000.52-10	LIABILITY INSURANCE	87,504	87,504	87,504
16,450	15,837	16,300	001-2300-000.52-30	PROPERTY INSURANCE	17,640	17,640	17,640
15,429	17,574	17,900	001-2300-000.52-50	AUTOMOTIVE INSURANCE	16,729	16,729	16,729
-	-	1,500	001-2300-000.52-70	FIDELITY BOND	1,500	1,500	1,500
6,107	6,630	7,175	001-2300-000.53-30	TELEPHONE	7,175	7,175	7,175
-	-	200	001-2300-000.58-10	TRAVEL, FOOD & LODGING	200	200	200
-	-	200	001-2300-000.58-50	TRAINING AND CONFERENCES	200	200	200
125	25	200	001-2300-000.60-10	OFFICE SUPPLIES	200	200	200
2,667	3,874	4,500	001-2300-000.60-20	JANITORIAL SUPPLIES	4,500	4,500	4,500
635	833	1,100	001-2300-000.60-80	CLOTHING	1,100	1,100	1,100
1,293	361	1,000	001-2300-000.69-50	MISCELLANEOUS EXPENSES	1,000	1,000	1,000
-	-	-	001-2300-000.69-80	ASSETS < \$5000	-	-	-
259,552	271,054	268,424	TOTAL MATERIALS AND SERVICES		280,358	290,358	290,358
-	-	-	001-2300-000.72-20	BUILDINGS	-	-	-
-	7,858	-	001-2300-000.73-30	IMPRVMNTS OTHER THAN BLDGS	-	-	-
-	41,316	11,000	001-2300-000.74-20	VEHICLES	-	-	-
-	49,174	11,000	TOTAL CAPITAL OUTLAY		-	-	-
328,819	381,794	346,121	SUB-TOTAL GENERAL SERVICES		353,590	363,590	363,590
328,819	381,794	346,121	TOTAL GENERAL SERVICES DEPT		353,590	363,590	363,590

City of The Dalles, Oregon
Adopted Fiscal Year 2019-2020 Budget

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 Adopted Budget
GENERAL SERVICES DEPARTMENT						
BUILDINGS & GROUNDS						
38,859	36,946	38,462	001-2300-000.11-00	REGULAR SALARIES		42,556
	-	-	001-2300-000.12-00	PARTTIME/TEMP SALARIES		-
2,931	980	1,200	001-2300-000.13-00	OVERTIME SALARIES		1,200
16,442	14,658	18,429	001-2300-000.21-10	MEDICAL INSURANCE		18,743
276	234	242	001-2300-000.21-20	L-T DISABILITY INSURANCE		268
40	35	40	001-2300-000.21-30	LIFE INSURANCE		40
2,325	1,519	2,474	001-2300-000.21-40	WORKERS COMP INSURANCE		1,333
3,096	2,840	3,034	001-2300-000.22-00	FICA		3,347
5,298	4,353	2,816	001-2300-000.23-00	RETIREMENT		5,745
		-	001-2300-000.29-00	OTHER EMPLOYEE BENEFITS		-
69,267	61,566	66,697	TOTAL PERSONNEL SERVICES			73,232
Total Full-Time Equivalent (FTE)						0.4
13,500	13,500	13,500	001-2300-000.31-10	CONTRACTUAL SERVICES		14,000
				contract with Parks & Rec. for Riverfront Trail maintenance	4,000	
				Watering of Downtown Trees	10,000	
3,171	4,254	3,700	001-2300-000.41-10	WATER & SEWER		4,100
2,234	2,189	2,200	001-2300-000.41-20	GARBAGE SERVICES		2,200
826	826	1,000	001-2300-000.41-30	NATURAL GAS		1,000
20,240	20,812	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
28,782	33,299	17,500	001-2300-000.43-10	BUILDINGS AND GROUNDS		15,000
				Heka Park walkway general maintenance	7,000 8,000	
32,072	36,937	28,600	001-2300-000.43-11	PARK & DOCK MAINTENANCE		45,100
				Fish Net	900	
				park janitorial supplies	1,200	
				crane inspection	800	
				water and sewer	25,000	
				electricity	3,600	
				dock phone	600	
				bark	6,000	
				general maintenance	7,000	
7	-	500	001-2300-000.43-12	ARCO LOT		500
	-	-	001-2300-000.43-13	GITCHELL BUILDING		-
	20	1,000	001-2300-000.43-14	TRANSPORTATION BUILDING		1,000
	-	500	001-2300-000.43-45	JOINT USE OF LABOR/EQUIP		1,000
1,058	429	2,500	001-2300-000.43-50	VEHICLES		2,000
3,878	2,928	3,200	001-2300-000.43-51	GAS/OIL/DIESEL/LUBRICANTS		3,200
152	1,000	1,500	001-2300-000.43-52	TIRES AND TIRE REPAIRS		1,500
685	492	1,000	001-2300-000.43-70	GENERAL EQUIPMENT		1,000
1,592	508	1,000	001-2300-000.43-72	ELECTRICAL SYSTEMS		1,000
	-	1,000	001-2300-000.43-73	PLUMBING		1,000
3,419	3,333	4,000	001-2300-000.43-75	ELEVATORS		4,000
3,182	2,663	2,000	001-2300-000.43-77	HVAC SYSTEMS (HVAC cleaning)		9,000
	-	500	001-2300-000.43-80	SHOP EQUIPMENT		500
3,188	4,572	7,500	001-2300-000.50-20	PEST CONTROL		7,500
81,850	81,147	87,639	001-2300-000.52-10	LIABILITY INSURANCE		87,504
16,450	15,837	16,300	001-2300-000.52-30	PROPERTY INSURANCE		17,640
15,429	17,574	17,900	001-2300-000.52-50	AUTOMOTIVE INSURANCE		16,729
	-	1,500	001-2300-000.52-70	FIDELITY BOND		1,500
6,107	6,630	7,175	001-2300-000.53-30	TELEPHONE		7,175
				cell phone allowance \$60 x 2 employees City Hall phone lines - \$1,735 State Office building phone - \$900 alarm lines \$3,100		
-	-	200	001-2300-000.58-10	TRAVEL, FOOD & LODGING		200
-	-	200	001-2300-000.58-50	TRAINING AND CONFERENCES		200
125	25	200	001-2300-000.60-10	OFFICE SUPPLIES		200

City of The Dalles, Oregon
Adopted Fiscal Year 2019-2020 Budget

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 Proposed Budget
2,667	3,874	4,500	001-2300-000.60-20	JANITORIAL SUPPLIES		4,500
635	833	1,100	001-2300-000.60-80	CLOTHING		1,100
1,293	361	1,000	001-2300-000.69-50	MISCELLANEOUS EXPENSES		1,000
-	-	-	001-2300-000.69-80	ASSETS < \$5000		-
259,552	271,054	268,424	TOTAL MATERIALS AND SERVICES			290,358
-	-	-	001-2300-000.72-20	BUILDINGS		-
-	7,858	-	001-2300-000.73-30	IMPRVMENTS OTHER THAN BLDGS		-
-	41,316	11,000	001-2300-000.74-20	VEHICLES		-
-	49,174	11,000	TOTAL CAPITAL OUTLAY			-
328,819	381,794	346,121	SUB-TOTAL GENERAL SERVICES			363,590
328,819	381,794	346,121	TOTAL GENERAL SERVICES DEPT			363,590

City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 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.
 - \$16,332 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.
- The General Fund Contingency and the General Fund Unappropriated Ending Fund balance are the fourth piece of the other financing uses.

2019-20 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.

2018-19 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
Adopted Fiscal Year 2019-2020 Budget
GENERAL FUND-OTHER USES

FY16/17	FY17/18	FY18/19			FY19/20	FY19/20	FY19/20	
Actual	Actual	Budget	Account Number	Account Description	Proposed Budget	Approved Budget	Adopted Budget	
			OTHER USES					
-	40,000	40,000	001-9500-000.80-06	MAIN STREET TOURISM	40,000	40,000	40,000	
246,515	212,904	290,000	001-9500-000.80-10	TOURISM	325,000	325,000	325,000	
56,000	56,000	90,000	001-9500-000.80-15	MID-COLUMBIA FIRE & RESCUE	90,000	90,000	90,000	
275,049	269,007	287,000	001-9500-000.82-05	NW COUNTY PARKS & REC	288,092	288,092	288,092	
577,564	577,911	707,000		TOTAL SPECIAL PAYMENTS	743,092	743,092	743,092	
150,000	150,000	-	001-9500-000.81-05	STREET FUND	300,000	300,000	300,000	
15,111	-	-	001-9500-000.81-10	UNEMPLOYMENT FUND	16,332	16,332	16,332	
-	-	48,000	001-9500-000.81-18	SPECIAL GRANTS FUND	9,600	9,600	9,600	
-	-	-	001-9500-000.81-37	CAPITAL PROJECTS FUND	-	-	-	
125,000	65,000	65,000	001-9500-000.81-61	TO AIRPORT FUND	65,000	65,000	65,000	
290,111	215,000	113,000		TOTAL OPERATING TRANSFERS OUT	390,932	390,932	390,932	
-	-	701,241	001-9500-000.88-00	CONTINGENCY	790,493	791,493	791,493	
-	-	701,241		TOTAL CONTINGENCY	790,493	791,493	791,493	
-	-	-	001-9500-000.88-01	RESERVE FOR FUTURE EXPENDITURES	1,149,284	1,050,284	1,050,284	
-	-	948,208	001-9500-000.89-00	UNAPPROPRIATED ENDING BAL	1,046,212	1,046,212	1,046,212	
-	-	948,208		TOTAL UNAPPROPRIATED ENDING BAL	2,195,496	2,096,496	2,096,496	
867,675	792,911	2,469,449		TOTAL OTHER DEPARTMENT	4,120,013	4,022,013	4,022,013	
7,481,952	7,498,123	10,315,789		TOTAL EXPENSES	12,059,944	12,059,944	12,059,944	
2,597,678	3,303,093	-		GENERAL FUND - REVENUES LESS EXPENSES	-	-	-	

City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 Adopted Budget
GENERAL FUND 001						
OTHER USES						
275,049	269,007	287,000	001-9500-000.82-05	NW COUNTY PARKS & REC	Parks & Rec gets 25% of TRT received each month Add 10% to both revenue & expenditure estimates so will not	288,092
-	40,000	40,000	001-9500-000.80-06	MAIN STREET TOURISM		40,000
246,515	212,904	290,000	001-9500-000.80-10	TOURISM		325,000
					CofC presents budget & scope of work for Council approval By State Law, must keep 50.2% for Marketing and Conference Center. Main Street Tourism-Ship Contract To be used for support of Fourth of July Celebrations	-
56,000	56,000	90,000	001-9500-000.80-15	MID-COLUMBIA FIRE & RESCUE	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.	90,000
577,564	577,911	707,000	TOTAL CHARGES FOR SERVICES			743,092
150,000	150,000	-	001-9500-000.81-05	STREET FUND	CC Goal to provide additional funds to Street Fund	300,000
15,111	-	-	001-9500-000.81-10	UNEMPLOYMENT FUND	.5% of proposed wages (FT & PT)	16,332
-	-	48,000	001-9500-000.81-18	SPECIAL GRANTS FUND	To do a 12% match for the Westside Study	9,600
-	-	-	001-9500-000.81-37	CAPITAL PROJECTS FUND	For OIB loans (Tunnel) PIF FY13/14. No transfers needed	-
125,000	65,000	65,000	001-9500-000.81-61	TO AIRPORT FUND	City's 50% share of support for airport fund. Klickitat Co pays the same amount. Maintain for one more year.	65,000
290,111	215,000	113,000	TOTAL OPERATING TRANSFERS OUT			390,932
-	-	701,241	001-9500-000.88-00	CONTINGENCY	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%	791,493
-	-	701,241	TOTAL CONTINGENCY			791,493
-	-	948,208	001-9500-000.89-00	UNAPPROPRIATED ENDING BAL	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. FY19/20 816,621 See calc below FY18/19 845,493 FY17/18 1,265,403 FY16/17 1,206,008 Amount below should be used for Budget FY15/16 1,097,533 1,046,211.60	1,046,212
-	-	-	001-9500-000.88-01	RESERVE FOR FUTURE EXPENDITURES		1,050,284
-	-	948,208	TOTAL UNAPPROPRIATED ENDING BAL			2,096,496
867,675	792,911	2,469,449	TOTAL OTHER DEPARTMENT			4,022,013

**City of The Dalles, Oregon
Adopted Fiscal Year 2019-2020 Budget**

Fund:	Library Fund (004)	
Department:	Library (021)	Number of Employees: 12 (10.75 FTE)
Program:	Library Services (455)	

Mission

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

Description

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

Services provided by the library each year include more than 240,000 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.

2019-2020 Goals, Projects and Highlights

- Work with City of Maupin to help get the new library up and running by September of 2019.
- Update nine District computers: eight public and staff workstations at The Dalles Library and one public Internet workstation at Shaniko.
- Prospect for STEAM and literacy educators to provide programming at the library.
- 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 at The Dalles Library.
- Continue to upgrade security cameras in adult, children's, teen and outside areas for improved public safety.
- Regularly improve the website.
- Landscape courtyard and children's outside patio area.
- Establish a Chess for Success partnership program in The Dalles with the school district & library.

- Continued development of library district brand including logo and style guide.
- Work with Mosier to provide basic service.

2018-2019 Accomplishments/Comments

- Worked with City of Maupin to support efforts to construct a new library.
- Created a new website.
- Started a dialogue with Mosier about providing library service.
- Hosted makers-in-residence as the library supported programs to allow patrons to not only consume information, but to also be creators.
- Installed new library shelving for recently released adult books.
- Utilized cooperative database purchasing to provide online databases in the areas of auto repair and reference.
- Evaluated library's fiction, nonfiction and non-book collections, and considered materials for withdrawal based on criteria such as use, currency, and condition.
- Continued to develop children's non-fiction collection to meet Common Core Standards.
- Provided summer reading programs for elementary school-age children in Maupin, Dufur and The Dalles
- Updated nine computers.
- Outreach activities initiated across the Library District.
- Provided Kiwanis Club sponsored summer reading program.
- Hosted weekly early literacy and STEM activities. Also, used Google-funded technology and equipment for many of these activities.
- Provided three weekly story-time hours in library and outreach story-time hours in North, Central, and South Wasco County library locations.
- Completed the formation of a Makerspace in the library's mezzanine area.
- Expanded teen, adult and STEM programming.

Major Issues to be resolved in the next five years

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

**City of The Dalles, Oregon
Fiscal Year 2019-2020 Budget
LIBRARY SUMMARY**

FY16/17	FY17/18	FY18/19		FY19/20	FY19/20	FY19/20
<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>
1,343,398	1,488,866	1,270,713	BEGINNING BALANCE	1,386,290	1,386,290	1,386,290
1,332,487	1,276,825	1,334,065	REVENUES	1,348,068	1,348,068	1,348,068
-	-	-	OTHER SOURCES	-	-	-
2,675,885	2,765,691	2,604,778	TOTAL RESOURCES	2,734,358	2,734,358	2,734,358
1,098,452	1,084,648	1,490,048	LIBRARY	1,523,074	1,523,074	1,523,074
1,098,452	1,084,648	1,490,048	TOTAL EXPENDITURES	1,523,074	1,523,074	1,523,074
-	-	-	CHARGES FOR SERVICES	-	-	-
88,565	84,999	80,391	TRANSFER OUT	104,842	104,842	104,842
-	-	217,346	CONTINGENCY	217,455	217,455	217,455
-	-	816,993	UNAPPROPRIATED ENDING BAL	888,987	888,987	888,987
88,565	84,999	1,114,730	TOTAL OTHER USES	1,211,284	1,211,284	1,211,284
1,187,017	1,169,647	2,604,778	TOTAL EXPENDS & OTHER USES	2,734,358	2,734,358	2,734,358
1,488,868	1,596,045	-	FUND TOTAL	-	-	-

City of The Dalles, Oregon
Fiscal Year 2019-20 Budget
LIBRARY FUND REVENUES & EXPENDITURES

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	FY19/20 Proposed Budget	FY19/20 Approved Budget	FY19/20 Adopted Budget
LIBRARY FUND 004 REVENUES							
1,343,398	1,488,866	1,270,713	004-0000-300.00-00	BEGINNING BALANCE	1,386,290	1,386,290	1,386,290
3,428	3,469	37,776	004-0000-334.20-00	STATE FOR LIBRARY	3,445	3,445	3,445
		-	004-0000-337.10-00	URBAN RENEWAL CONTRIB - EXPAN	-	-	-
1,197,393	1,233,315	1,270,314	004-0000-337.20-00	LIBRARY DISTRICT TAXES FROM CO	1,308,423	1,308,423	1,308,423
14,921	16,580	12,900	004-0000-351.50-00	LIBRARY FINES	14,300	14,300	14,300
13,865	21,467	12,575	004-0000-361.00-00	INTEREST REVENUES	21,500	21,500	21,500
96,120	228	400	004-0000-365.00-00	GIFTS AND DONATIONS	300	300	300
6,760	1,766	100	004-0000-369.00-00	OTHER MISC REVENUES	100	100	100
-	-	-	004-0000-391.37-00	TRNSFR FROM CAPITAL PROJECT FUND	-	-	-
2,675,885	2,765,691	2,604,778	TOTAL LIBRARY FUND REVENUES		2,734,358	2,734,358	2,734,358
EXPENDITURES							
403,569	429,609	438,261	004-2100-000.11-00	REGULAR SALARIES	478,993	478,993	478,993
62,287	35,836	95,080	004-2100-000.12-00	PARTTIME/TEMP SALARIES	37,606	37,606	37,606
704	577	3,500	004-2100-000.13-00	OVERTIME SALARIES	6,000	6,000	6,000
155,720	152,294	181,646	004-2100-000.21-10	MEDICAL INSURANCE	169,227	169,227	169,227
2,900	3,187	3,122	004-2100-000.21-20	L-T DISABILITY INSURANCE	3,134	3,134	3,134
468	501	528	004-2100-000.21-30	LIFE INSURANCE	528	528	528
3,037	2,498	3,047	004-2100-000.21-40	WORKERS COMP INSURANCE	1,653	1,653	1,653
34,641	34,278	41,068	004-2100-000.22-00	FICA	36,871	36,871	36,871
52,609	51,966	59,166	004-2100-000.23-00	RETIREMENT CONTRIBUTIONS	62,923	62,923	62,923
1,239	1,561	4,107	004-2100-000.28-00	VEBA CONTRIBUTIONS	4,655	4,655	4,655
15	170	180	004-2100-000.29-00	OTHER EMPLOYEE BENEFITS	120	120	120
717,189	712,478	829,705	TOTAL PERSONNEL SERVICE		801,710	801,710	801,710
10	11	11	Total Full-Time Equivalent (FTE)		10.75	10.75	10.75
49,176	46,690	89,845	004-2100-000.31-10	CONTRACTUAL SERVICES	101,197	101,197	101,197
32	-	500	004-2100-000.32-20	SPECIAL LEGAL SERVICES	750	750	750
2,029	3,525	4,770	004-2100-000.41-10	WATER & SEWER	4,980	4,980	4,980
1,313	1,140	1,122	004-2100-000.41-20	GARBAGE SERVICES	1,587	1,587	1,587
20,210	22,664	29,151	004-2100-000.41-40	ELECTRICITY	29,650	29,650	29,650
13,230	5,438	32,388	004-2100-000.43-10	BUILDINGS AND GROUNDS	33,900	33,900	33,900
3,564	2,086	19,654	004-2100-000.43-40	OFFICE EQUIPMENT	23,771	23,771	23,771
-	-	400	004-2100-000.43-45	JOINT USE OF LABOR/EQUIP	400	400	400
20	180	-	004-2100-000.43-51	GAS/OIL/LUBRICANTS	-	-	-
769	846	3,200	004-2100-000.43-52	LIBRARY VEHICLE-GAS/OIL/TIRES	3,650	3,650	3,650
-	1,117	5,271	004-2100-000.43-77	HVAC SYSTEMS	6,246	6,246	6,246
4,027	3,910	4,530	004-2100-000.52-10	LIABILITY INSURANCE	4,630	4,630	4,630
6,106	5,734	6,718	004-2100-000.52-30	PROPERTY INSURANCE	7,289	7,289	7,289
416	390	546	004-2100-000.52-50	AUTOMOTIVE INSURANCE	625	625	625
837	247	2,000	004-2100-000.53-20	POSTAGE	2,300	2,300	2,300
8,009	8,060	9,868	004-2100-000.53-30	TELEPHONE	12,031	12,031	12,031
1,375	1,885	12,133	004-2100-000.58-10	TRAVEL, FOOD & LODGING	14,062	14,062	14,062
714	375	10,494	004-2100-000.58-50	TRAINING AND CONFERENCES	10,789	10,789	10,789
741	1,270	2,799	004-2100-000.58-70	MEMBERSHIPS/DUES/SUBS	4,259	4,259	4,259
17,652	21,722	32,223	004-2100-000.60-10	OFFICE SUPPLIES	36,576	36,576	36,576
466	3,910	5,100	004-2100-000.60-20	JANITORIAL SUPPLIES	5,900	5,900	5,900
7,947	9,592	35,983	004-2100-000.60-85	SPECIAL DEPT SUPPLIES	135,838	135,838	135,838
86,698	90,269	143,227	004-2100-000.64-20	LIBRARY BOOKS AND BIND	111,500	111,500	111,500
2,628	3,248	5,073	004-2100-000.64-30	LIBRARY PERIODICALS	5,073	5,073	5,073
20,345	25,665	25,821	004-2100-000.64-40	AUDIO/VISUAL MATERIALS	38,749	38,749	38,749
2,979	3,174	30,084	004-2100-000.64-80	COMPUTER SOFTWARE	33,697	33,697	33,697
27	-	1,000	004-2100-000.69-50	MISCELLANEOUS EXPENSES	1,500	1,500	1,500
9,646	27,483	126,043	004-2100-000.69-80	ASSETS < \$5000	56,815	56,815	56,815
260,956	290,619	639,943	TOTAL MATERIALS AND SERVICES		687,764	687,764	687,764
120,307	81,551	20,400	004-2100-000.72-20	BUILDINGS	33,600	33,600	33,600
-	-	-	004-2100-000.74-20	VEHICLES	-	-	-
-	-	-	004-2100-000.74-30	FURNITURE AND FIXTURES	-	-	-
-	-	-	004-2100-000.74-40	OFFICE EQUIPMENT	-	-	-
-	-	-	004-2100-000.74-50	COMPUTER EQUIPMENT	-	-	-
120,307	81,551	20,400	TOTAL CAPITAL OUTLAY		33,600	33,600	33,600
1,098,452	1,084,648	1,490,048	TOTAL LIBRARY OPERATING DEPARTMENT		1,523,074	1,523,074	1,523,074

**City of The Dalles, Oregon
Fiscal Year 2019-20 Budget
LIBRARY FUND REVENUES & EXPENDITURES**

FY16/17	FY17/18	FY18/19			FY19/20	FY19/20	FY19/20
Actual	Actual	Budget	Account Number	Account Description	Proposed Budget	Approved Budget	Adopted Budget
				OTHER USES			
86,133	84,999	80,391	004-9500-000.81-01	TO GENERAL FUND	102,229	102,229	102,229
2,432	-	-	004-9500-000.81-10	TO UNEMPLOYMENT FUND	2,613	2,613	2,613
88,565	84,999	80,391		TOTAL INTERFUND TRANSFERS	104,842	104,842	104,842
-	-	217,346	004-9500-000.88-00	CONTINGENCY	217,455	217,455	217,455
-	-	217,346		TOTAL CONTINGENCY	217,455	217,455	217,455
-	-	177,342	004-9500-000.88-01	RESERVE FOR FUTURE EXPENDITURES	155,504	155,504	155,504
-	-	639,651	004-9500-000.89-00	UNAPPROPRIATED ENDING BAL	733,483	733,483	733,483
-	-	816,993		TOTAL UNAPPROPRIATED	888,987	888,987	888,987
88,565	84,999	1,114,730		TOTAL OTHER USES DEPARTMENT	1,211,284	1,211,284	1,211,284
1,187,017	1,169,647	2,604,778		GRAND TOTAL LIBRARY FUND	2,734,358	2,734,358	2,734,358
1,488,868	1,596,045	-		LIBRARY FUND - REVENUES LESS EXPENSES	-	-	-

City of The Dalles, Oregon
Adopted for Fiscal Year 2019-20 Budget

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 Adopted Budget
LIBRARY FUND 004						
REVENUES						
1,343,398	1,488,866	1,270,713	004-0000-300.00-00	BEGINNING BALANCE		1,386,290
				Current Year Beginning Balance	1,596,045	
				Current Year Projected Revenue	1,311,009	
				Current Year Projected Expenditures	1,520,764	
3,428	3,469	37,776	004-0000-334.20-00	STATE FOR LIBRARY		3,445
				Ready to Read Grant - District Wide Summer Reading	1,282	
				State Grant	-	
				Ready to Read Grant - TD Library Summer Reading	2,163	
1,197,393	1,233,315	1,270,314	004-0000-337.20-00	LIBRARY DISTRICT TAXES FROM CO		1,308,423
				Use formula used by County		
14,921	16,580	12,900	004-0000-351.50-00	LIBRARY FINES		14,300
13,865	21,467	12,575	004-0000-361.00-00	INTEREST REVENUES		21,500
96,120	228	400	004-0000-365.00-00	GIFTS AND DONATIONS		300
				From Foundation for Expansion Project		
6,760	1,766	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		
2,675,885	2,765,691	2,604,778	TOTAL LIBRARY FUND REVENUES			2,734,358
EXPENDITURES						
403,569	429,609	438,261	004-2100-000.11-00	REGULAR SALARIES		478,993
62,287	35,836	95,080	004-2100-000.12-00	PARTTIME/TEMP SALARIES		37,606
704	577	3,500	004-2100-000.13-00	OVERTIME SALARIES		6,000
155,720	152,294	181,646	004-2100-000.21-10	MEDICAL INSURANCE		169,227
2,900	3,187	3,122	004-2100-000.21-20	L-T DISABILITY INSURANCE		3,134
468	501	528	004-2100-000.21-30	LIFE INSURANCE		528
3,037	2,498	3,047	004-2100-000.21-40	WORKERS COMP INSURANCE		1,653
34,641	34,278	41,068	004-2100-000.22-00	FICA		36,871
52,609	51,966	59,166	004-2100-000.23-00	RETIREMENT CONTRIBUTIONS		62,923
1,239	1,561	4,107	004-2100-000.28-00	VEBA CONTRIBUTIONS		4,655
15	170	180	004-2100-000.29-00	OTHER EMPLOYEE BENEFITS		120
717,189	712,478	829,705	TOTAL PERSONNEL SERVICE			801,710
Total Full-Time Equivalent (FTE)						10.90
49,176	46,690	89,845	004-2100-000.31-10	CONTRACTUAL SERVICES		101,197
				Sage Auto Sys	25,273	
				Oregon Digital Library Consortium membership	4,131	
				Databases purchased w/ Libraries of Eastern Oregon	5,390	
				Reference Database	990	
				Cooperative programming LEO	3,900	
				Sawnet internet	425	
				Gorgenet	4,620	
				Dark Fiber @ \$600 / mo	7,320	
				Ready to Read & performers	20,500	
				T&L - Fire Alarm & Sprinkler	469	
				Monthly alarm & fire monitoring	729	
				Grant Writing contract	4,700	
				Janitorial services (\$1593 per month)	19,120	
				Other (social archiving, etc.)	3,630	
32	-	500	004-2100-000.32-20	SPECIAL LEGAL SERVICES		750
				Cost of sending 3 overdue accounts to Small Claims Court.		
				Rare.	750	
2,029	3,525	4,770	004-2100-000.41-10	WATER & SEWER		4,980
1,313	1,140	1,122	004-2100-000.41-20	GARBAGE SERVICES		1,587
				Weekly dumpser services		
20,210	22,664	29,151	004-2100-000.41-40	ELECTRICITY		29,650
13,230	5,438	32,388	004-2100-000.43-10	BUILDINGS AND GROUNDS		33,900
				Yard maintenance (weed control, pruning Big Tree - \$3500)		
				Plant maintenance, spraying, mowing	4,100	
				Misc ground maintenance (sprinklers, vandalism, etc.)	1,200	

City of The Dalles, Oregon
Adopted for Fiscal Year 2019-20 Budget

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 Adopted Budget
				Building maint: elevator permit, washing windows (\$4,500), fire extinguisher inspection (\$325), painting, etc.	10,200	
				Shovel snow and de-ice walks	750	
				Courtyard landscaping	10,000	
				Carpet cleaning(children's room quarterly & main as needed)	2,500	
				Shaniko Station propane	2,200	
				Floors cleaned and waxed	1,950	
				Misc.	1,000	
3,565	2,086	19,654	004-2100-000.43-40	OFFICE EQUIPMENT		23,771
				Bibliotheca maint agreement for self check out syst & security	4,738	
				Microfilm reader scanner maintenance agreement	1,696	
				Staff copy/fax machine maint agreement	1,245	
				Public copy machine maint agreement	486	
				Maintenance / replacement of computers, printers, & other	1,756	
				(2) receipt printers (2 X \$375)	750	
				Copy machine lease - less current annual maintenance contract	7,150	
				Antenna Pad	3,800	
				Dymo label makers	350	
				Phone headset	1,800	
-	-	400	004-2100-000.43-45	JOINT USE OF LABOR/EQUIP		400
				Having PW staff assist with building & grounds maintenance as needed.		
20	180	-	004-2100-000.43-51	GAS/OIL/LUBRICANTS		
769	846	3,200	004-2100-000.43-52	LIBRARY VEHICLE-GAS/OIL/TIRES		3,650
				Van repairs & maintenance	1,400	
				Van gas & oil	2,250	
-	1,117	5,271	004-2100-000.43-77	HVAC SYSTEMS		6,246
				Replacement filters	561	
				Routine Maintenance Calls (2 per year)	4,100	
				Misc repairs	1,500	
				Boiler Pressure Permit	85	
4,027	3,910	4,530	004-2100-000.52-10	LIABILITY INSURANCE		4,630
6,106	5,734	6,718	004-2100-000.52-30	PROPERTY INSURANCE		7,289
416	390	546	004-2100-000.52-50	AUTOMOTIVE INSURANCE		625
837	247	2,000	004-2100-000.53-20	POSTAGE		2,300
8,009	8,060	9,868	004-2100-000.53-30	TELEPHONE		12,031
				Gorge.net services	3,988	
				Emergency mgmt sys: elevator & back up lines	1,994	
				Maupin & Shaniko phones & internet service	5,329	
				Cell phones (\$40 + \$20 = \$60/mo) prorated maint staff cell phone costs	720	
1,375	1,885	12,133	004-2100-000.58-10	TRAVEL, FOOD & LODGING		14,062
				OLA mileage, food, lodging for Library Board & 4 District Staff members	4,250	
				Meals not included in conference registration	450	
				TD Staff attendance at 4 Oregon Public Library Directors' meetings and 4 miscellaneous meetings for seminars.	1,375	
				Sage Courier costs	7,987	
714	375	10,494	004-2100-000.58-50	TRAINING AND CONFERENCES		10,789
				OLA registration for Library Board & 4 District Staff members	3,206	
				District staff attendance at other conferences & workshops	1,300	
				WebJunction self-paced online classes (2 per staff member @ \$44 X 14 staff members at all 3 libraries.	1,294	
				Misc online classes	400	
				CGCC anticipated tuition reimbursement	3,000	
				OLA nondistrict staff attendance	1,589	
741	1,270	2,799	004-2100-000.58-70	MEMBERSHIPS/DUES/SUBS		4,259
				Oregon Library Association membership	586	
				American Library Association	387	
				Libraries of Eastern Oregon membership	1,550	
				TD Chamber of Commerce membership	295	
				Assn of Bookmobile & Outreach Services memberhsip	85	

City of The Dalles, Oregon
Adopted for Fiscal Year 2019-20 Budget

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 Adopted Budget
				Service club memberships	356	
				Misc	1,000	
17,652	21,722	32,223	004-2100-000.60-10	OFFICE SUPPLIES		36,576
				TD Library	18,979	
				Library District	17,597	
466	3,910	5,100	004-2100-000.60-20	JANITORIAL SUPPLIES		5,900
				Cintas	3,100	
				Misc	2,800	
7,947	9,592	35,983	004-2100-000.60-85	SPECIAL DEPT SUPPLIES		135,838
				TD Library: reading incentives; story hour craft & activity supplies; children's activity programming libraries; adult programming at Mill Creek, Canyon Rim, Veterans Home, etc.	24,500	
				Library programming, supplies & fees	9,583	
				Advertisements for Library position recruitments	98,955	
					2,800	
86,698	90,269	143,227	004-2100-000.64-20	LIBRARY BOOKS AND BIND		111,500
				Library District collection budget includes \$155,122 (based on feasibility study level) for the collection with \$7,454 budgeted for the Oregon Digital Library Consortium through Sage. The remaining \$147,668, has been divided between the book, periodical and audiovisual budgets with \$101,829 budgeted for the District book collection shared by the participating libraries.	111,500	
				State Grant For Books	-	
2,628	3,248	5,073	004-2100-000.64-30	LIBRARY PERIODICALS		5,073
				The Dalles Library	5,073	
20,345	25,665	25,821	004-2100-000.64-40	AUDIO/VISUAL MATERIALS		38,749
				The Dalles Library	38,749	
2,979	3,174	30,084	004-2100-000.64-80	COMPUTER SOFTWARE		33,697
				TD Library Ingram database subscription	421	
				TD Library Gale database subscription	1,314	
				TD Library Online reference services	295	
				TD Library Cat Express database subscription	4,841	
				TD Library Envisionware PC reservation	4,779	
				TD Library Filters for workstations (10 X \$45 = \$450)	450	
				TD Library Misc Software	1,300	
				TD Library OCLC interlibrary loan & access subscription	1,814	
				TD Library Workstation recovery software (Deep Freeze)	798	
				Envisionware	6,755	
				District Ingram One-Page	225	
				District Cat Express cataloging software	1,935	
				District Tumblebooks subscription	751	
				District Filters for Workstations (5 X \$45 = \$225)	225	
				District Google donated laptops software licensing	2,494	
				Integra	995	
				Awe Learning Centers	4,305	
27	-	1,000	004-2100-000.69-50	MISCELLANEOUS EXPENSES		1,500
				Advertising, Legal Notices, etc.	1,500	
9,646	27,483	126,043	004-2100-000.69-80	ASSETS < \$5000		56,815
				For durable goods lasting more than one year, but costing less than \$5,000, such as chairs, calculators, etc.		
				\$4,200 paperback rack, \$1400 magazine rack	5,600	-
				9 PCs @ \$2,100 each (\$1,750 PC + \$350 software); 8 PCs at TD & 1 PC at Shaniko (all computers now on a 5 year replacement schedule)	18,900	
				Printer	3,800	
				3D printer	4,540	
				Book & DVD shelving units	12,000	

City of The Dalles, Oregon
Adopted for Fiscal Year 2019-20 Budget

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 Adopted Budget
				Print management hardware	5,775	
				Interactive educational equipment	6,200	
260,956	290,619	639,943		TOTAL MATERIALS AND SERVICES	660,159	687,764
120,307	81,551	20,400	004-2100-000.72-20	BUILDINGS		33,600
				LED lights	1,000	
				Install security cameras 18 @ \$950	17,100	
				Entranceway carpet	15,500	
-	-	-	004-2100-000.74-20	VEHICLES		-
-	-	-	004-2100-000.74-30	FURNITURE AND FIXTURES		-
-	-	-	004-2100-000.74-40	OFFICE EQUIPMENT		-
-	-	-	004-2100-000.74-50	COMPUTER EQUIPMENT		-
120,307	81,551	20,400		TOTAL CAPITAL OUTLAY		33,600
1,098,452	1,084,647	1,490,048		TOTAL LIBRARY OPERATING DEPARTMENT		1,523,074
				OTHER USES		
86,133	84,999	80,391	004-9500-000.81-01	TO GENERAL FUND		102,229
				From Admin Transfers Worksheet Prepared by Finance		
2,432			004-9500-000.81-10	TO UNEMPLOYMENT FUND		2,613
				.5% of regular and part-time salaries, not including overtime		
88,565	84,999	80,391		TOTAL INTERFUND TRANSFERS		104,842
-	-	217,346	004-9500-000.88-00	CONTINGENCY		217,455
				Goal is 10% or greater of operating budget		
-	-	217,346		TOTAL CONTINGENCY		217,455
-	-	177,342	004-9500-000.88-01	RESERVE FOR FUTURE EXPENDITURES		155,504
				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.		
-	-	639,651	004-9500-000.89-00	UNAPPROPRIATED ENDING BAL		733,483
				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 reare circumstances, such as natural disasters.		
-	-	816,993		TOTAL UNAPPROPRIATED		888,987
88,565	84,999	1,114,730		TOTAL OTHER USES DEPARTMENT		1,211,284
1,187,017	1,169,646	2,604,778		GRAND TOTAL LIBRARY FUND		2,734,358
1,488,867	1,596,045	-		LIBRARY FUND - REVENUES LESS EXPENSES		-

City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget
PUBLIC WORKS

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

Mission

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

Description

The Department of Public Works is composed of 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, engineering, and clerical support services are split proportionally among the funds.

2019-20 Goals, Projects, and Highlights

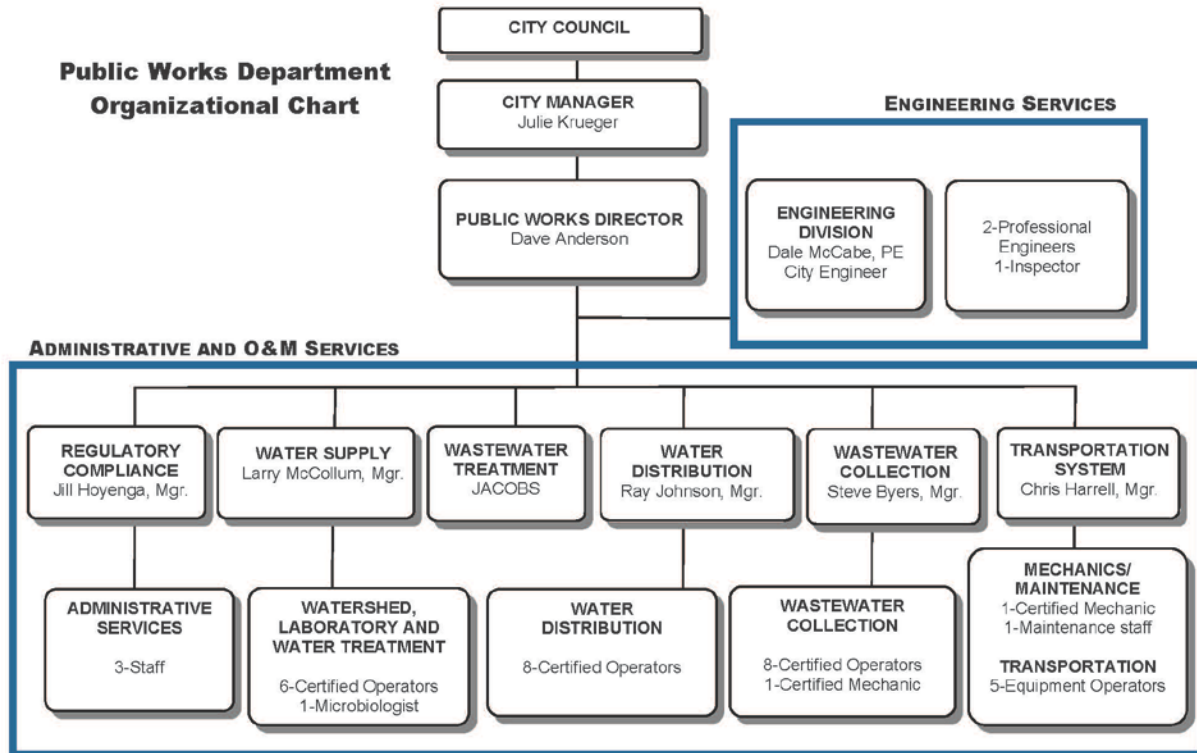
- Continue to reinforce a safety culture within our workplace to avoid injury to employees and the public and prevent damage to equipment and property.
- Continue a street preventive maintenance program that focuses on improving surfaces and integrity of streets using the most cost effective methods available.
- Complete final design engineering for the replacement of the Dog River Diversion Line.
- 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 the Scenic Drive Stabilization Project-Phase 2.

2018-19 Accomplishments

- Continued the emphasis on safety for all Public Works tasks and projects. As of March 24, 2019, the Department had worked 1384 continuous days (over 3³/₄ years) without a time-loss accident.
- Completed the Environmental Assessment for the replacement of the Dog River Diversion Pipeline. A \$1 million grant was awarded for the project.
- Completed the Wastewater Treatment Plant Upgrade-2015 Project. The project, which was the first water/wastewater project in Oregon to be delivered using a progressive design-build contract, was recognized both nationally and at the state level for its innovative contracting method. Over \$675,000 in grant funding was received for the project to install systems that generate electricity using methane gas.
- Completed an update of the City's Addendum to the Wasco County Natural Hazards Mitigation Plan.
- Obtained renewal of the National Pollutant Discharge Elimination System (NPDES) permit for the City's wastewater treatment plant; application for renewal was submitted to Oregon

DEQ in 2012.

- Completed the Lone Pine Well Upgrade Project.
- Completed seismic upgrades and repainting of the Sorosis Reservoir.
- Completed initial permitting for development of an Aquifer Storage and Recovery (ASR) system including acquisition of an ASR Limited License, an Underground Injection Control permit, and a Groundwater Water Right Permit Modification.



TECHNICAL SERVICES: ENGINEERING

Description

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

2019-20 Goals, Projects and Highlights

Perform survey and design, and prepare contract documents for:

- East Scenic Dr. Stabilization Project, Phase II – Jefferson Street to Esther Way – complete street and utility design as time allows.
- Americans with Disabilities Act (ADA) compliant ramps for connecting/continuing ADA accessible pedestrian corridors.
- High priority/low cost projects as stated in the Transportation System Plan.

- From E. 9th Street & Quinton Street, East to the dead end on E. 9th Street – galvanized water line replacement and upgrade for future development.
- Brentwood Drive – galvanized water line replacement.
- Alley between 10th & 11th Streets, Mt. Hood Street to Trevitt Street – 2” galvanized water line replacement and upsize.
- Begin design for W. 2nd Street Joint Utility Project – Phase II.
- Sanitary Sewer Main Project under I-84 for Westside Sewer Interceptor Project.
- E. Scenic Drive Sanitary Sewer Upgrade.

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.
- Assist with Dog River Pipeline design and construction oversight.
- Continue to serve as a Co-Chair for the Blue Zones Project - The Dalles Built Environment Committee and oversee the Marquee Projects:
 - Dry Hollow School Traffic Calming Project
 - Mill Creek Connector Trail
 - The Dalles Riverfront Connector Trail (E. First Street Streetscaping Project).

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

- Cure In Place Pipe (CIPP) Slipline Contract
- E. 4th Street and Federal Street sanitary sewer upgrade project.
- Alley between 9th & 10th Streets and Trevitt Street and Garrison Street – sanitary sewer upgrade project.

Prepare plans and/or contract documents for:

- W. 6th Street Bridge repairs project.

2018-19 Accomplishments¹

Ongoing Engineering Support Tasks:

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

¹ Projects listed are accurate from June 2018 to February 2019 then planned unless otherwise noted.

- Review and approval of all Sidewalk Closure Permits and TPAR Plans.
- Inspection of all sidewalks, curb ramps, and drive approaches for ADA compliance.

Performed survey and design, and prepared contract documents for:

- E. Scenic Drive Stabilization Project, Phase II – Jefferson Street to Esther Way – continued street and utility design as time allowed.
- Trevitt Street, W. 10th Street to W. 17th Street Utility Upgrade – prepare Utility Master Plan.
- E. 4th Street Grade – sanitary and storm sewer repairs.
- Quinton Street storm water line project, E. 9th Street to E. 10th Street
- W. 10th Street, Union Street to Mount Hood Street – sanitary sewer upgrade project – continued design as time allowed.
- Dry Hollow School/E 19th Street - Safe Routes to School Infrastructure Grant application and all supporting documentation.
- E. 9th Street and right-of-way – between Morton Street and Richmond Street – water line and sanitary sewer line extension projects for new development in the area.
- Prepared ADA ramp surveying contract in conjunction with Blue Zones Project The Dalles.
- Prepared surveying contract for utility easements and right-of-way (ROW) locations.
- Prepared 2019 Cure In Place Pipe (CIPP) Slipline Contract.
- Created and prepared draft ADA Transition Plan for the City.

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

- New 18” Looped Water Main Project around the industrial properties at the Old NW Aluminum Plant Site, Hydro Extrusions USA, LLC (formerly known as SAPA) site, and Old Rodeo grounds. The sanitary sewers were upgraded and new storm water lines were installed on W. 2nd Street in conjunction with this project.
- Cliff Street Sanitary Sewer Project – new gravity sewer line to replace the E. 8th Street Sanitary Sewer Lift Station.
- Concrete Contract:
 - Replacement of ADA ramp at roundabout
 - Installation of concrete bulb outs and new mid-block cross walk on E. 19th Street for Dry Hollow School
 - Installation of ADA ramps on E. 10th Street between Jordan Street and Union Street.

Provided design oversight and/or construction inspection for:

- Sorosis Reservoir Painting (exterior) Contract.
- Aquifer Storage and Recovery (ASR) project with Design LLC.
- Served as the Co-Chair for the Blue Zones Project - The Dalles Built Environment Committee and oversee the Marquee Projects
 - Dry Hollow School Traffic Calming Project
 - Mill Creek Connector Trail
 - The Dalles Riverfront Connector Trail (E. First Street Streetscaping Project).
- Wastewater Treatment Plant – Phase 2 Improvements – construction inspection and project

oversite – Secondary Clarifier Project.

Looking forward to the next 5 years

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

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.

2019 - 2020 Goals, Projects, and Highlights

- Perform careful reviews of newly issued NPDES permit requirements to ensure ongoing compliance.
 - Prepare a Mercury Minimization Plan for reduction of mercury in the Wastewater Treatment Plant’s effluent to the Columbia River.
 - Submit the Hauled Waste Control Plan on or before April 1, 2019.
 - Assist with evaluation of whether local limits need to be revised by June 30, 2020
- Assist with development and maintenance of the City’s Continuity of Operations Plan.
- Increase coordination of community outreach and public education.

2018-2019 Accomplishments²

² Statistics are accurate from June 2018 to February 2019 then estimated unless otherwise noted.

Community Outreach – sharing our story with those that we serve

- Published annual Water Quality Report to all water customers as required by EPA. The 2017 Water Quality Report received the Excellence in Communications award from the Pacific Northwest Section of the American Water Works Association in 2018.
- 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.
- Led the Public Works Department records retention transition to the Oregon Records Management System (ORMS). The ORMS Webdrawer link on the City website will make Public Works Department documents more readily available for public viewing.
- Ensured that the City Booth at the annual Northwest Cherry Festival met public outreach requirements for the water and wastewater utilities.
- Developed two education brochure mailers for the wastewater utility. Public Works mailed the “Think Before You Flush” brochure in October 2018. The companion brochure, “Think Before You Wash” brochure will be mailed in October 2019.

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

- Assured compliance with state Drinking Water Program requirements for water testing and reporting.
- Tracked rule changes regarding Water Master Plan requirements.
- Tracked changes in Federal legislation regarding emergency preparedness requirements and consumer confidence report requirements for water utilities.
- Participated in Pacific Northwest Section of the American Water Works Association activities.
- Began the process to develop and submit Water Management and Conservation Plan 5-year report due November 2019.
- Updated the Water Distribution Division webpage. Instituted a quarterly update cycle to make website content seasonally relevant.
- Mailed a freeze protection information flyer as a bill insert in November 2018.
- Completed the Cyanotoxin Communication & Action Plan. Though the plan is not yet required by the Oregon Health Authority, Public Works deemed it prudent to develop this plan to best protect the municipal water supply. The planning process included outreach and education to several community partner agencies that can assist the City in the unlikely event that the plan is activated.

Hazardous Materials, Emergency Preparedness & Safety Compliance

- Updated the City Addendum for the Natural Hazard Mitigation Plan
- Administered hazardous materials management, sent unneeded chemicals to collection events, tracked recycled scrap metal, solvent, antifreeze and used oil, and reported to Oregon Department of Environmental Quality and the State Fire Marshal.

- Addressed training requirements for implementing the Water System and Wastewater Emergency Response Plans by developing a Federal Emergency Management Agency Incident Command System 3-year training cycle for all Public Works Divisions. This training will establish communication norms as well as a review cycle for emergency response plans and procedures.

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

- Continued to implement a tree and vegetation hazard reduction communication plan to encourage citizens to maintain safe passage for pedestrians and vehicles. The plan also supports enforcement of tree and vegetation hazard reduction ordinances if necessary.
- Updated the Transportation Division webpage to inform and assist citizens with The Dalles Municipal Code compliance.
- Assisted with documenting the puncture vine vegetation control scope of work.
- Assisted Engineering Services with development of the ADA Transition 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.
- Assured compliance with DEQ’s Sanitary Sewer Overflow regulations, reporting as necessary to Oregon Emergency Response System and Oregon Department of Environmental Quality.
- Conducted Capacity, Management, Operation and Maintenance (CMOM) evaluation, a performance-based assessment for adequacy of conveyance system capacity that is also used to identify areas of improvement.
- Industrial Pretreatment Program (IPP):
 - Completed the Industrial Pretreatment Program Local Program Implementation Manual. Began to develop relationships with overlapping jurisdictions to strengthen enforcement efforts.
 - Administered discharge permits for eleven industrial users: Four Significant Industrial User permits and seven Local Program permits. Issued two new permits due to change of ownership of permitted industries.
 - Reviewed 22 Wastewater Survey Questionnaires as part of an ongoing Industrial User Survey to evaluate the need for permitting of new or changed industrial users with non-domestic discharges to the City’s Publicly Owned Treatment Works (POTW).
 - Participated in Oregon Association of Clean Water Agencies pretreatment committee meetings and workshops.
 - Co-presented at three Pretreatment 101 workshops sponsored by the Western States Alliance, Pacific Northwest Pollution Prevention Resource Center.

Looking forward to the next 5 years

- Implement the Mercury Minimization Plan upon approval.
- Assist with implementing Public Works Department action items resulting from 2018 Natural Hazard Mitigation Plan update. Prepare for 5-year update of the plan.
- Assist with development of an updated Water Management and Conservation Plan in 2024.

ADMINISTRATIVE SERVICES

Description

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

2019 – 2020 Goals, Projects, and Highlights

- Continue to provide a high level of skilled customer service and professionalism, both internally and externally.
- Continue cross training of personnel in all functions associated with front office duties.
- Review/update forms and office Standard Operating Procedures.
- Continue to 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.
- Complete the second and third phase of records retention transition to the Oregon Records Management System.

2018 – 2019 Accomplishments³

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

- Provided coordination for the 31th annual Community Cleanup event.
- Used the Internet Ticket Processing (ITIC) One Call locate system to track 1,030 locate requests.
- Logged and tracked approximately 56 field utility verifications, 18 building permits, 12 physical constraints/cut & fill permits, 10 property line adjustments, 19 plat maps and plans, and 7 miscellaneous permits, 21 change-of-use applications for processing through the Public Works and Planning Departments.
- Issued 82 Street/Sidewalk Closure permits, 26 Banner permits and 54 Right-of-Way Construction permits.
- Helped 1,187 people with the visitor log-in procedure at the Public Works Department front office.

³ Statistics are accurate from July 2018 to December 2018 then estimated by using January 2018 – June 2018 actual data. This estimation method is consistent with past Administrative Services Budget Narratives.

At Your Service

- Provided administrative support to the Department Director and management staff.
- Processed the monthly inter-Division reimbursement reports (joint use), and monthly time allocation for projects reports.
- Provided monthly detailed budget, account activity and revenue reports.
- Performed departmental personnel functions, including Personnel Action Forms and new employee intake as needed.
- Provided clerical and administrative support for the monthly City of The Dalles Traffic Safety Commission and Public Works Safety Committee meetings.
- Processed purchase orders and obtained approvals in a timely manner.
- Tracked hydrants out of service and notified Mid-Columbia Fire & Rescue regarding hydrant status.
- Provided liaison services for Department employees with insurance and retirement providers.
- Provided liaison services for the Department with the phone and alarm companies, and computer IT service.
- Provide administrative support for Request for Proposals (RFP): assembled bid/proposal packets, posted advertisements, provided RFP documents to plan centers and routed inquiries.
- Tracked invoice payment for Department services status via Caselle.
- Tracked Commercial Driver's License status and required medical exam.
- Created online calendars so that citizens have easy access to banner permit and sidewalk/street closure permit information.
- Reviewed/updated policies and submitted updated permit forms to be posted on the City website. One significant change was to add e-mail submittal information to all forms posted on the website. This change has begun to noticeably reduce the need for walk-in services.
- Developed a shared network location for standard operating procedures to facilitate cross training of personnel in all functions associated with front office duties.
- Supported the Public Works Department transition to the Oregon Records Management System method for records retention.

Looking forward to the next 5 years

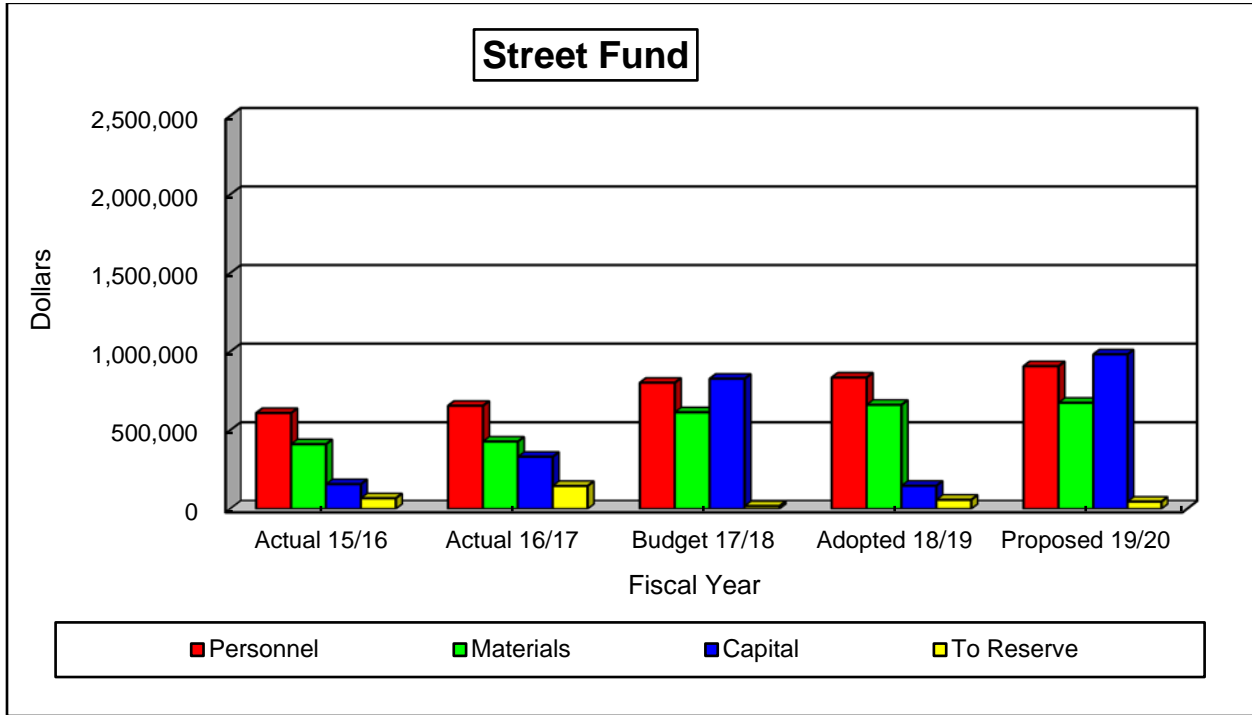
- Continue to obtain training to maintain a high level of skill and knowledge in the increasingly technical and complex business world.
- Streamline and develop efficient work practices during the review/update of forms and office Standard Operating Procedures.
- Continue to develop the Department webpages to better support front desk customer service.
- Complete the Public Works Department transition to the Oregon Records Management System method for records retention.

**City of The Dalles, Oregon
Fiscal Year 2019-2020 Budget
PUBLIC WORKS SUMMARY**

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Revenue/Cost Centers	FY19/20 Proposed Budget	FY19/20 Approved Budget	FY19/20 Adopted Budget
15,696,098	18,001,588	11,498,032	BEGINNING BALANCE	11,504,116	11,504,116	11,504,116
13,721,612	15,129,034	13,696,636	REVENUES	14,141,182	14,441,182	14,441,182
7,689,384	17,847,196	15,380,946	OTHER SOURCES	17,176,236	16,876,236	16,876,236
37,107,094	50,977,818	40,575,614	TOTAL RESOURCES	42,821,534	42,821,534	42,821,534
1,417,324	1,450,353	2,562,757	STREET OPERATIONS	2,614,880	2,614,880	2,614,880
127,152	187,059	706,872	PUBLIC WORKS RESERVE FUND	542,643	542,643	542,643
33,113	157,011	1,400,844	STREET/BRIDGE REPLACEMENT FUND	1,472,193	1,472,193	1,472,193
1,233,679	1,285,100	1,509,146	WATER TREATMENT	1,637,662	1,637,662	1,637,662
1,656,057	1,709,007	2,223,113	WATER DISTRIBUTION	2,153,354	2,153,354	2,153,354
702,097	3,108,736	16,912,818	WATER DEPT CAPITAL RESERVE FUND	18,241,116	18,241,116	18,241,116
2,656,237	2,841,446	3,527,251	WASTE WATER FUND	3,414,376	3,414,376	3,414,376
149,409	1,831,777	1,697,426	SEWER SPECIAL RESERVE FUND	2,904,052	2,904,052	2,904,052
2,211,909	9,487,826	3,002,655	SEWER PLANT CONST	1,216,454	1,216,454	1,216,454
10,186,978	22,058,314	33,542,882	TOTAL EXPENDITURES	34,196,730	34,196,730	34,196,730
238,378	238,378	341,543	DEBT SERVICE	335,612	335,612	335,612
8,680,151	15,331,094	6,417,757	TRANSFER OUT	8,027,570	8,027,570	8,027,570
-	-	273,432	CONTINGENCY	261,622	261,622	261,622
8,918,529	15,569,472	7,032,732	TOTAL OTHER USES	8,624,804	8,624,804	8,624,804
19,105,507	37,627,786	40,575,614	TOTAL EXPENDS & OTHER USES	42,821,534	42,821,534	42,821,534
18,001,588	13,350,032	-	FUND TOTAL	-	-	-

STREET FUND

Fund:	Street (005)	
Department:	Public Works	Number of Employees: 7 dedicated
Program:	Street	10 shared / 7.87 FTE



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

Description

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

2019-20 Goals, Projects, and Highlights

- Be safe in all phases of our work, by recognizing hazards before work starts.
- Complete surface preservation projects on 25.5 miles of paved City streets.
- Implement and manage a computerized pavement management program.
- Implement a new service request system for the Transportation Division.
- Perform maintenance repairs to the 6th Street Bridge superstructure.

- Make modifications to the Traffic Signal and travel lane configuration on the south side of Cherry Heights and 6th Street per Transportation System Plan Map ID I-8 page 166 of the TSP.
- Develop and administer the contract for the repair of the Public Works building roof.
- Develop and administer a noxious weed spraying contract for the abatement of noxious weeds in the public ROW and City owned properties.

2018-2019 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.
- Assisted in the review and approval of 69 ROW Permits that were issued for work within the City ROW's.
- Reviewed and approved 85 Sidewalk Street Closure Permits.
- Performed 58 Pavement patches for the water and sewer departments.
- Performed 26 Skim patches and radius/shoulder improvement on roads.
- Crack sealed 9.2 miles of City streets.
- Chip sealed 6.8 miles of City streets.
- Completed projects:
 - Thin Mix Overlay on Union Street between 4th and 10th.
 - This Mix Overlay on 12th Street between Dry Hollow and Kelly.
 - Overlaid E. 14th Street from Thompson to Morton.
 - Overlaid Ward Road for Wasco County.
 - Overlaid Wamic Grade Road for Wasco County.
- Assisted with traffic control plans and equipment for 31 community functions including: parades, events, bicycle races, community cleanup, street festivals, and the car cruise.

At Your Service

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

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

- Provided staff support for Traffic Safety Commission issues, recommendations and resolutions.
- Continue to help Engineering Division solve drainage issues throughout the City by cleaning and maintaining City drainages including hazardous tree removal.
- Responded to and assisted Police, Codes Enforcement and City Development issues.
- Installed street banners for each banner permit issued.
- Processed and recycled asphalt grindings that were generated from paving projects and placed them onto the City's gravel streets and alleyways.
- Provided snow plowing and sanding services during the winter storm season of 2018/19.
- Completed 100% of the grading and maintenance of the gravel streets and alleyways.
- Assisted with development of a tree and vegetation hazard reduction communication plan to encourage citizens to maintain safe passage for pedestrians and vehicles. The plan also supports enforcement of safe passage ordinances if necessary.

Looking forward to the next 5 years

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

**City of The Dalles, Oregon
Fiscal Year 2019-20 Budget
STREET FUND SUMMARY**

FY16/17	FY17/18	FY18/19		FY19/20	FY19/20	FY19/20
<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Revenue/Cost Centers</u>	<u>Proposed</u>	<u>Approved</u>	<u>Adopted</u>
				<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
1,617,965	2,152,516	2,158,767	BEGINNING BALANCE	1,837,847	1,837,847	1,837,847
1,749,712	1,679,219	2,242,480	REVENUES	2,321,136	2,621,136	2,621,136
618,516	725,876	632,946	OTHER SOURCES	925,736	625,736	625,736
3,986,192	4,557,611	5,034,193	TOTAL RESOURCES	5,084,719	5,084,719	5,084,719
1,417,324	1,450,353	2,562,757	STREET OPERATIONS	2,614,880	2,614,880	2,614,880
127,152	187,059	706,872	PUBLIC WORKS RESERVE FUND	542,643	542,643	542,643
33,113	157,011	1,400,844	TRANSPORTATION SYS RESERVE FUND	1,472,193	1,472,193	1,472,193
1,577,590	1,794,422	4,670,473	TOTAL EXPENDITURES	4,629,716	4,629,716	4,629,716
-	-	-	CHARGES FOR SERVICES	-	-	-
256,087	291,518	303,237	TRANSFER OUT	357,880	357,880	357,880
-	-	60,483	CONTINGENCY	97,123	97,123	97,123
-	-	-	UNAPPROPRIATED ENDING BAL	-	-	-
256,087	291,518	363,720	TOTAL OTHER USES	455,003	455,003	455,003
1,833,677	2,085,940	5,034,193	TOTAL EXPENDS & OTHER USES	5,084,719	5,084,719	5,084,719
2,152,516	2,471,671	-	FUND TOTAL	-	-	-

**City of The Dalles, Oregon
Fiscal Year 2019-20 Budget
STREET FUND**

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	FY19/20 Proposed Budget	FY19/20 Approved Budget	FY19/20 Adopted Budget	
			STREET FUND 005					
			REVENUES					
586,771	881,054	907,474	005-0000-300.00-00	BEGINNING BALANCE	751,011	751,011	751,011	
89,904	81,390	81,402	005-0000-318.20-00	NORTHWEST NATURAL	81,402	81,402	81,402	
-	-	5,000	005-0000-318.30-00	ZAYO GROUP	5,000	5,000	5,000	
501,546	518,183	510,000	005-0000-319.40-00	LOCAL 3 CENT FUEL TAX	505,000	505,000	505,000	
-	-	-	005-0000-331.90-00	FEDERAL GRANTS-MISC	-	-	-	
872,068	943,183	1,060,020	005-0000-335.40-00	STATE MOTOR VEH FND	1,054,436	1,054,436	1,054,436	
-	-	8,920	005-0000-337.10-00	URBAN RENEWAL	9,098	9,098	9,098	
-	-	-	005-0000-337.70-00	CHENOWITH PUD	-	-	-	
3	-	-	005-0000-341.80-00	COPIES, PLANS, ORD'S	-	-	-	
10,580	2,706	500	005-0000-341.90-00	MISC SALES AND SRVCE	500	500	500	
5,311	13,337	24,500	005-0000-348.00-00	INTERDEPARTMENTAL REVENUE	22,500	22,500	22,500	
5,319	14,994	7,000	005-0000-361.00-00	INTEREST REVENUES	15,000	15,000	15,000	
12,448	10,222	300	005-0000-369.00-00	OTHER MISC REVENUES	200	200	200	
150,000	150,000	-	005-0000-391.01-00	FROM GENERAL FUND	300,000	300,000	300,000	
168,426	160,005	169,062	005-0000-391.51-00	WATER UTILITY FUND	170,933	170,933	170,933	
152,090	151,871	152,299	005-0000-391.55-00	WASTEWATER UTILITY	154,803	154,803	154,803	
-	-	-	005-0000-392.00-00	SALE OF FIXED ASSETS	-	-	-	
2,554,465	2,926,946	2,926,477	TOTAL STREET FUND REVENUES		3,069,883	3,069,883	3,069,883	
			EXPENDITURES					
427,522	452,547	512,749	005-0500-000.11-00	REGULAR SALARIES	514,993	514,993	514,993	
18,259	22,107	28,800	005-0500-000.12-00	PARTTIME/TEMP SALARIES	30,450	30,450	30,450	
18,424	11,229	25,195	005-0500-000.13-00	OVERTIME SALARIES	28,000	28,000	28,000	
113,348	135,500	161,217	005-0500-000.21-10	MEDICAL INSURANCE	146,531	146,531	146,531	
2,716	3,172	3,230	005-0500-000.21-20	L-T DISABILITY INSURANCE	3,244	3,244	3,244	
386	399	415	005-0500-000.21-30	LIFE INSURANCE	415	415	415	
49,027	36,009	55,987	005-0500-000.21-40	WORKERS COMP INSURANCE	34,057	34,057	34,057	
33,636	36,504	43,356	005-0500-000.22-00	FICA	44,026	44,026	44,026	
48,367	47,742	68,443	005-0500-000.23-00	RETIREMENT CONTRIBUTIONS	65,301	65,301	65,301	
2,507	3,548	7,140	005-0500-000.28-00	VEBA CONTRIBUTIONS	9,852	9,852	9,852	
190	91	156	005-0500-000.29-00	OTHER EMPLOYEE BENEFITS	56	56	56	
714,382	748,849	906,688	TOTAL PERSONNEL SERVICE		876,925	876,925	876,925	
8	8	8	Total Full-Time Equivalent (FTE)		7.87	7.87	7.87	
47,479	22,022	54,996	005-0500-000.31-10	CONTRACTUAL SERVICES	68,696	68,696	68,696	
10,947	12,042	15,451	005-0500-000.31-40	WASCO CO COMMUNICATIONS	15,712	15,712	15,712	
-	-	1,000	005-0500-000.34-10	ENGINEERING SERVICES	1,000	1,000	1,000	
5,968	6,071	7,134	005-0500-000.34-30	COMPUTER SERVICES	7,134	7,134	7,134	
-	-	-	005-0500-000.34-50	SPECIAL STUDIES & REPORTS	-	-	-	
2,818	4,647	6,495	005-0500-000.41-10	WATER & SEWER	5,500	5,500	5,500	
2,691	2,854	5,850	005-0500-000.41-20	GARBAGE SERVICES	4,000	4,000	4,000	
4,919	3,836	6,650	005-0500-000.41-30	NATURAL GAS	6,265	6,265	6,265	
4,521	5,319	5,542	005-0500-000.41-40	ELECTRICITY	5,542	5,542	5,542	
100,551	156,826	112,790	005-0500-000.41-50	STREET & TRAFFIC LIGHTING	224,149	224,149	224,149	
7,980	7,980	7,980	005-0500-000.42-00	JANITORIAL SERVICES	7,980	7,980	7,980	
4,654	3,898	13,618	005-0500-000.43-10	BUILDINGS AND GROUNDS	9,725	9,725	9,725	
90	-	1,200	005-0500-000.43-20	COMPUTERS	1,200	1,200	1,200	
12	512	1,810	005-0500-000.43-30	RADIO EQUIPMENT	1,810	1,810	1,810	
210	27	400	005-0500-000.43-40	OFFICE EQUIPMENT	400	400	400	
16,309	10,592	4,000	005-0500-000.43-45	JOINT USE OF LABOR/EQUIP	3,000	3,000	3,000	
44,255	31,068	50,995	005-0500-000.43-50	VEHICLES	46,405	46,405	46,405	
29,792	21,736	29,200	005-0500-000.43-51	GAS/OIL/DIESEL/LUBRICANTS	26,205	26,205	26,205	
15,240	8,769	11,125	005-0500-000.43-52	TIRES AND TIRE REPAIRS	7,800	7,800	7,800	
3,788	7,195	9,100	005-0500-000.43-70	GENERAL EQUIPMENT	9,135	9,135	9,135	
708	337	1,350	005-0500-000.43-71	SPCL UTILITY EQUIPMENT	1,500	1,500	1,500	
5,885	8,327	10,247	005-0500-000.43-80	SHOP EQUIPMENT	9,334	9,334	9,334	
721	174	1,450	005-0500-000.43-81	SERVICE PICKUP TOOLS	1,700	1,700	1,700	
341	284	556	005-0500-000.43-87	UTILITIES LOCATES	496	496	496	
2,078	445	2,500	005-0500-000.44-20	RENTAL OF EQUIPMENT	2,000	2,000	2,000	
8,583	8,504	9,356	005-0500-000.52-10	LIABILITY INSURANCE	9,180	9,180	9,180	
6,191	6,287	7,467	005-0500-000.52-30	PROPERTY INSURANCE	6,656	6,656	6,656	
9,675	8,555	9,411	005-0500-000.52-50	AUTOMOTIVE INSURANCE	9,293	9,293	9,293	
-	-	1,500	005-0500-000.52-60	INSURANCE DEDUCTIBLES	1,500	1,500	1,500	
123	268	920	005-0500-000.53-20	POSTAGE	920	920	920	
8,021	7,832	9,560	005-0500-000.53-30	TELEPHONE	8,870	8,870	8,870	
-	-	150	005-0500-000.53-40	LEGAL NOTICES	150	150	150	
-	777	570	005-0500-000.53-60	PUBLIC EDUCATION/INFO	770	770	770	
634	-	-	005-0500-000.54-00	ADVERTISING	-	-	-	
104	356	1,150	005-0500-000.55-00	PRINTING AND BINDING	1,150	1,150	1,150	
173	143	300	005-0500-000.57-00	PERMITS	300	300	300	
401	577	1,600	005-0500-000.58-10	TRAVEL, FOOD & LODGING	1,050	1,050	1,050	
2,893	9,457	13,963	005-0500-000.58-50	TRAINING AND CONFERENCES	14,263	14,263	14,263	
832	1,048	1,162	005-0500-000.58-70	MEMBERSHIPS/DUES/SUBS	1,212	1,212	1,212	
2,401	2,681	3,130	005-0500-000.60-10	OFFICE SUPPLIES	3,200	3,200	3,200	
2,325	3,483	4,280	005-0500-000.60-20	JANITORIAL SUPPLIES	4,280	4,280	4,280	
2,329	2,309	2,400	005-0500-000.60-80	CLOTHING	2,550	2,550	2,550	
3,386	4,899	7,220	005-0500-000.60-85	SPECIAL DEPT SUPPLIES	7,698	7,698	7,698	
603	3,942	10,995	005-0500-000.60-86	CHEMICAL/LAB SUPPLIES	4,250	4,250	4,250	

**City of The Dalles, Oregon
Fiscal Year 2019-20 Budget
STREET FUND**

FY16/17	FY17/18	FY18/19		Account	FY19/20	FY19/20	FY19/20
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
97,676	82,990	185,994	005-0500-000.60-87	STREET CONST SUPPLIES	132,000	132,000	132,000
94	96	1,149	005-0500-000.64-10	BOOKS AND PERIODICALS	1,149	1,149	1,149
-	-	29,167	005-0500-000.64-80	COMPUTER SOFTWARE	5,150	5,150	5,150
-	-	-	005-0500-000.69-50	MISCELLANEOUS EXPENSES	-	-	-
5,596	10,149	11,164	005-0500-000.69-80	ASSETS < \$5000	6,563	6,563	6,563
463,997	469,315	674,047	TOTAL MATERIALS AND SERVICES		688,842	688,842	688,842
-	5,995	25,000	005-0500-000.72-20	BUILDINGS	5,000	5,000	5,000
-	-	-	005-0500-000.74-10	MACHINERY	-	-	-
-	-	-	005-0500-000.74-20	VEHICLES	-	-	-
-	-	-	005-0500-000.74-25	COMMUNICATIONS EQUIP	-	-	-
-	-	-	005-0500-000.74-30	FURNITURE AND FIXTURES	-	-	-
-	-	-	005-0500-000.74-50	COMPUTER EQUIPMENT	-	-	-
-	-	3,510	005-0500-000.74-90	EQUIPMENT, OTHER	-	-	-
238,945	226,194	953,512	005-0500-000.75-10	CAPITAL PROJECTS	1,044,113	1,044,113	1,044,113
238,945	232,189	982,022	TOTAL CAPITAL OUTLAY		1,049,113	1,049,113	1,049,113
1,417,324	1,450,353	2,562,757	TOTAL STREET OPERATIONS		2,614,880	2,614,880	2,614,880
				OTHER USES			
175,938	163,587	197,427	005-9500-000.81-01	TO GENERAL FUND	224,993	224,993	224,993
18,000	68,000	45,800	005-9500-000.81-09	TO PUBLIC WKS RESV FUND	70,000	70,000	70,000
2,375	-	-	005-9500-000.81-10	TO UNEMPLOYMENT FUND	2,877	2,877	2,877
-	-	-	005-9500-000.81-13	TO TRANSPORTATION SYSTEM FUND	-	-	-
59,774	59,931	60,010	005-9500-000.81-43	TO FFCO 2008 DEBT SVC FUND	60,010	60,010	60,010
256,087	291,518	303,237	TOTAL OPERATING TRANSFERS OUT		357,880	357,880	357,880
-	-	60,483	005-9500-000.88-00	CONTINGENCY	97,123	97,123	97,123
-	-	60,483	TOTAL CONTINGENCY		97,123	97,123	97,123
256,087	291,518	363,720	TOTAL OTHER USES		455,003	455,003	455,003
1,673,411	1,741,871	2,926,477	GRAND TOTAL STREET FUND EXPENSES		3,069,883	3,069,883	3,069,883
881,054	1,185,075	-	STREET FUND - REVENUES LESS EXPENSES		-	-	-

City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 Adopted Budget
STREET FUND 005						
REVENUES						
586,771	881,054	907,474	005-0000-300.00-00	BEGINNING BALANCE		751,011
	81,390	5,000	005-0000-318.30-00	ZAYO GROUP		5,000
89,904		81,402	005-0000-318.20-00	NORTHWEST NATURAL		81,402
501,546	518,183	510,000	005-0000-319.40-00	LOCAL 3 CENT FUEL TAX		505,000
-		-	005-0000-331.90-00	FEDERAL GRANTS-MISC		-
872,068	943,183	1,060,020	005-0000-335.40-00	STATE MOTOR VEH FND		1,054,436
-		8,920	005-0000-337.10-00	URBAN RENEWAL		9,098
-		-	005-0000-337.70-00	CHENOWITH PUD		-
3	-	-	005-0000-341.80-00	COPIES, PLANS, ORD'S		-
10,580	2,706	500	005-0000-341.90-00	MISC SALES AND SRVCE		500
5,311	13,337	24,500	005-0000-348.00-00	INTERDEPARTMENTAL REVENUE		22,500
5,319	14,994	7,000	005-0000-361.00-00	INTEREST REVENUES		15,000
12,448	10,222	300	005-0000-369.00-00	OTHER MISC REVENUES		200
150,000	150,000	-	005-0000-391.01-00	FROM GENERAL FUND		300,000
168,426	160,005	169,062	005-0000-391.51-00	WATER UTILITY FUND		170,933
152,090	151,871	152,299	005-0000-391.55-00	WASTEWATER UTILITY		154,803
-	-	-	005-0000-392.00-00	SALE OF FIXED ASSETS		-
2,554,465	2,926,945	2,926,477	TOTAL STREET FUND REVENUES			3,069,883
EXPENDITURES						
427,522	452,547	512,749	005-0500-000.11-00	REGULAR SALARIES		514,993
18,259	22,107	28,800	005-0500-000.12-00	PARTTIME/TEMP SALARIES		30,450
18,424	11,229	25,195	005-0500-000.13-00	OVERTIME SALARIES		28,000
113,348	135,500	161,217	005-0500-000.21-10	MEDICAL INSURANCE		146,531
2,716	3,172	3,230	005-0500-000.21-20	L-T DISABILITY INSURANCE		3,244
386	399	415	005-0500-000.21-30	LIFE INSURANCE		415
49,027	36,009	55,987	005-0500-000.21-40	WORKERS COMP INSURANCE		34,057
33,636	36,504	43,356	005-0500-000.22-00	FICA		44,026
48,367	47,742	68,443	005-0500-000.23-00	RETIREMENT CONTRIBUTIONS		65,301
2,507	3,548	7,140	005-0500-000.28-00	VEBA CONTRIBUTIONS		9,852
190	91	156	005-0500-000.29-00	OTHER EMPLOYEE BENEFITS		56
714,382	748,848	906,688	TOTAL PERSONNEL SERVICE			876,925
8.5	7.5	7.5	Total Full-Time Equivalent (FTE)			7.87
47,479	22,022	54,996	005-0500-000.31-10	CONTRACTUAL SERVICES		68,696
				Arboculturist Services	1,000	
				Weed Spray	18,500	
				Soils/Material Testing	1,000	
				Tree Trimming	2,500	
				Alarm testing/Monitoring	1,100	
				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	
10,947	12,042	15,451	005-0500-000.31-40	WASCO CO COMMUNICATIONS		15,712
-	-	1,000	005-0500-000.34-10	ENGINEERING SERVICES		1,000
				Engineering ROW	1,000	
5,968	6,071	7,134	005-0500-000.34-30	COMPUTER SERVICES		7,134
				Computer Program Support services	7,134	
				GIS software, engineering software, Q-life fiber line cost, CAT software		
-	-	-	005-0500-000.34-50	SPECIAL STUDIES & REPORTS		-
2,818	4,647	6,495	005-0500-000.41-10	WATER & SEWER		5,500
2,691	2,854	5,850	005-0500-000.41-20	GARBAGE SERVICES		4,000
4,919	3,836	6,650	005-0500-000.41-30	NATURAL GAS		6,265
4,521	5,319	5,542	005-0500-000.41-40	ELECTRICITY		5,542
100,551	156,826	112,790	005-0500-000.41-50	STREET & TRAFFIC LIGHTING		224,149

City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 Adopted Budget
7,980	7,980	7,980	005-0500-000.42-00	JANITORIAL SERVICES		7,980
4,654	3,898	13,618	005-0500-000.43-10	BUILDINGS AND GROUNDS		9,725
				Shop Door Repair	1,500	
				Building Roof Repair	500	
				A/C Heat Electrical Systems	1,600	
				Int & Ext Maint	4,800	
				Irrigation/ Landscaping/Island Maint	800	
				Shop Fence/Yard Maint	525	
90	-	1,200	005-0500-000.43-20	COMPUTERS		1,200
				Computer Maintenance	1,200	
12	512	1,810	005-0500-000.43-30	RADIO EQUIPMENT		1,810
				Handheld/Vehicle/Base Radio Maint	1,810	
210	27	400	005-0500-000.43-40	OFFICE EQUIPMENT		400
				Phones, Faxes, & office equipment	400	
16,309	10,592	4,000	005-0500-000.43-45	JOINT USE OF LABOR/EQUIP		3,000
				To Wastewater Fund	2,500	
				To Water Fund	500	
44,255	31,068	50,995	005-0500-000.43-50	VEHICLES		46,405
				Vehicle Maint	46,405	
29,792	21,736	29,200	005-0500-000.43-51	GAS/OIL/DIESEL/LUBRICANTS		26,205
15,240	8,769	11,125	005-0500-000.43-52	TIRES AND TIRE REPAIRS		7,800
3,788	7,195	9,100	005-0500-000.43-70	GENERAL EQUIPMENT		9,135
				Jack Hammer/Large Saw Maint	4,060	
				Street Construction Equipment	3,450	
				Street Survey Equipment	1,000	
				Landscape Equipment	375	
				Generator Maint	250	
708	337	1,350	005-0500-000.43-71	SPCL UTILITY EQUIPMENT		1,500
				Lifting devices certification	1,500	
5,885	8,327	10,247	005-0500-000.43-80	SHOP EQUIPMENT		9,334
				Shop Tools	1,650	
				Fasteners/Sealants	2,634	
				Shop Equipment Maintenance	1,716	
				Hand tools	2,349	
				Welding supplies	985	
721	174	1,450	005-0500-000.43-81	SERVICE PICKUP TOOLS		1,700
341	284	556	005-0500-000.43-87	UTILITIES LOCATES		496
				Utility Notification Center	166	
				Locate supplies	330	
2,078	445	2,500	005-0500-000.44-20	RENTAL OF EQUIPMENT		2,000
8,583	8,504	9,356	005-0500-000.52-10	LIABILITY INSURANCE		9,180
6,191	6,287	7,467	005-0500-000.52-30	PROPERTY INSURANCE		6,656
9,675	8,555	9,411	005-0500-000.52-50	AUTOMOTIVE INSURANCE		9,293
-	-	1,500	005-0500-000.52-60	INSURANCE DEDUCTIBLES		1,500
123	268	920	005-0500-000.53-20	POSTAGE		920
				Direct Mailings	520	
				Shipping for parts/Core returns	400	
8,021	7,832	9,560	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	570	005-0500-000.53-60	PUBLIC EDUCATION/INFO		770
				Brochures/Written Translations	550	
				Community Clean-Up	150	
				Parade Booth	70	
634	-	-	005-0500-000.54-00	ADVERTISING		-
104	356	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	
173	143	300	005-0500-000.57-00	PERMITS		300
				Propane Hazardous Substance fee	150	
				Acetylene Hazardous Substance fee	150	
401	577	1,600	005-0500-000.58-10	TRAVEL, FOOD & LODGING		1,050

City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 Adopted Budget
				Traffic Safety Meeting	100	
				NSPE/ASCE Meeting	150	
2,893	9,457	13,963	005-0500-000.58-50	Employee Meetings/Room Rentals	800	
				TRAINING AND CONFERENCES		14,263
				APWA Conference	650	
				Oregon Impact Conference	400	
				Employee/Eng/Safety Officer/Office Training	11,613	
				Flagging	200	
				First Aid/CPR Training	400	
832	1,048	1,162	005-0500-000.58-70	Crane Training	1,000	
				MEMBERSHIPS/DUES/SUBS		1,212
				APWA Membership Dues	105	
				ASCE	183	
				CDL Medical Exams	600	
				National Society for PE	84	
				Oregon Impact	100	
				OSBEELS	100	
				TD Chronicle	40	
2,401	2,681	3,130	005-0500-000.60-10	OFFICE SUPPLIES		3,200
				Office Supplies/toner	2,400	
				Copy Paper	800	
2,325	3,483	4,280	005-0500-000.60-20	JANITORIAL SUPPLIES		4,280
				Cintas	3,500	
				Cleaning supplies	780	
2,329	2,309	2,400	005-0500-000.60-80	CLOTHING		2,550
				Clothing Allowance	1,750	
				Rubber Boots Steel Toe	300	
				Rain Gear	500	
3,386	4,899	7,220	005-0500-000.60-85	SPECIAL DEPT SUPPLIES		7,698
				First Aid/Safety Supplies	1,950	
				Personal Protection Equipment	2,248	
				Safety Toe Boots	1,750	
				Safety Vests	950	
				Hearing/Respirator tests/ HBV Vaccine	800	
603	3,942	10,995	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	
97,676	82,990	185,994	005-0500-000.60-87	STREET CONST SUPPLIES		132,000
				Construction Signs/Cones/Barricades	3,600	
				Traffic Control Signs	29,500	
				Asphalt Hot Mix/Cold Mix	10,240	
				Crack Seal Mat	8,750	
				Rock	12,500	
				Concrete	1,100	
				Sanding Material	10,000	
				Fabric/Matting Petro Tac	900	
				Bituminous Emul	9,800	
				Manhole/Catch Basin/Paving Risers	20,110	
				Traffic control Paint/Striping Material	25,000	
				6th Street Bridge bulbs and globes	500	
94	96	1,149	005-0500-000.64-10	BOOKS AND PERIODICALS		1,149
				Manuals	1,034	
				City Directory	90	
				Equipment Salesman	25	
-	-	29,167	005-0500-000.64-80	COMPUTER SOFTWARE		5,150
				MS Office for computers listed in 6080	650	
				Pavement Management Program	1,500	
				Engineering Software	1,000	
				HAZCOM software	2,000	
5,596	10,149	11,164	005-0500-000.69-50	MISCELLANEOUS EXPENSES		-
			005-0500-000.69-80	ASSETS < \$5000		6,563
				Survey equipment	400	
				Computers/Printers	2,553	
				Furniture/Map files	300	
				Stihl Blower - Chip Seals	3,310	

City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 Adopted Budget
463,997	469,314	674,047	TOTAL MATERIALS AND SERVICES			688,842
	5,995	25,000	005-0500-000.72-20	BUILDINGS		5,000
				Fall Protection Equipment-safety ladder on buik	5,000	
-	-	-	005-0500-000.74-10	MACHINERY		-
-	-	-	005-0500-000.74-20	VEHICLES		-
-	-	-	005-0500-000.74-25	COMMUNICATIONS EQUIP		-
-	-	-	005-0500-000.74-30	FURNITURE AND FIXTURES		-
-	-	-	005-0500-000.74-50	COMPUTER EQUIPMENT		-
-	-	3,510	005-0500-000.74-90	EQUIPMENT, OTHER		-
				Engineering Survey Equipment		
238,945	226,194	953,512	005-0500-000.75-10	CAPITAL PROJECTS		1,044,113
				2019 Chip Seal Program	250,000	
				2019 ADA- Sidewalk Program	100,000	
				2019 Overlay Program	225,000	
				2019 Crack Seal Program	-	
				Future maintenance projects	469,113	
238,945	232,189	982,022	TOTAL CAPITAL OUTLAY			1,049,113
1,417,325	1,450,351	2,562,757	TOTAL STREET OPERATIONS			2,614,880
			OTHER USES			
175,938	163,587	197,427	005-9500-000.81-01	TO GENERAL FUND		224,993
18,000	68,000	45,800	005-9500-000.81-09	TO PUBLIC WKS RESV FUND		70,000
2,375	-	-	005-9500-000.81-10	TO UNEMPLOYMENT FUND		2,877
-	-	-	005-9500-000.81-13	TO TRANSPORTATION SYSTEM FUND		-
59,774	59,931	60,010	005-9500-000.81-43	TO FFCO 2008 DEBT SVC FUND		60,010
256,087	291,518	303,237	TOTAL OPERATING TRANSFERS OUT			357,880
-	-	60,483	005-9500-000.88-00	CONTINGENCY		97,123
-	-	60,483	TOTAL CONTINGENCY			97,123
256,087	291,518	363,720	TOTAL OTHER USES			455,003
1,673,412	1,741,869	2,926,477	GRAND TOTAL STREET FUND EXPENSES			3,069,883
881,053	1,185,076	-	STREET FUND - REVENUES LESS EXPENSES			-

**City of The Dalles, Oregon
Fiscal Year 2019-20 Budget
PUBLIC WORKS RESERVE**

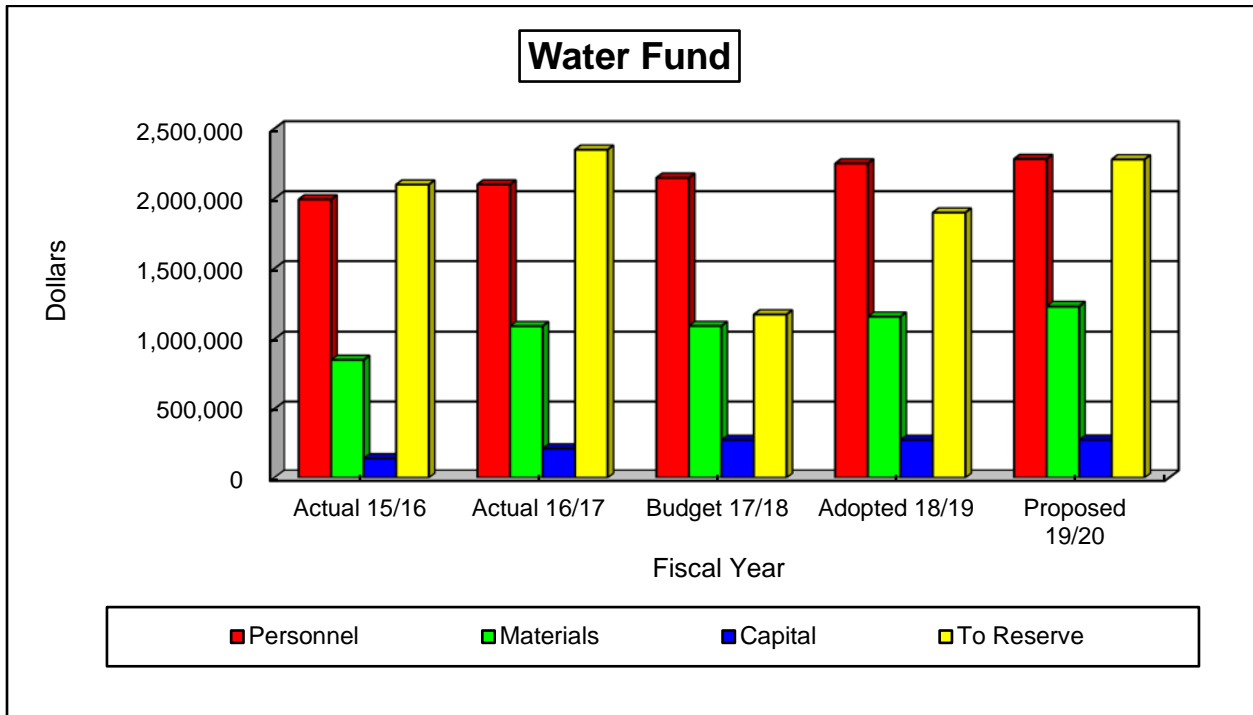
FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	FY19/20 Proposed Budget	FY19/20 Approved Budget	FY19/20 Adopted Budget
PUBLIC WORKS RESERVE FUND 009							
REVENUES							
298,859	323,275	388,287	009-0000-300.00-00	BEGINNING BALANCE	233,643	233,643	233,643
3,568	8,342	7,000	009-0000-361.00-00	INTEREST REVENUES	9,000	9,000	9,000
-	-	-	009-0000-369.00-00	OTHER MISC REVENUES	-	-	-
18,000	68,000	45,800	009-0000-391.05-00	STREET FUND	70,000	70,000	70,000
50,000	76,000	-	009-0000-391.51-00	WATER UTILITY FUND	30,000	30,000	30,000
80,000	120,000	265,785	009-0000-391.55-00	WASTEWATER FUND	200,000	200,000	200,000
-	-	-	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	-	-	-
450,427	595,616	706,872	TOTAL PUBLIC WORKS RESERVE FUND REVENUES		542,643	542,643	542,643
EXPENDITURES							
-	-	33,000	009-9000-000.74-10	MACHINERY			
127,152	187,059	673,872	009-9000-000.74-20	VEHICLES	542,643	542,643	542,643
127,152	187,059	706,872	TOTAL CAPITAL OUTLAY		542,643	542,643	542,643
127,152	187,059	706,872	GRAND TOTAL PUBLIC WORKS RESERVE EXPENSES		542,643	542,643	542,643
323,275	408,558	-	PUBLIC WORKS RESERVE FUND - REVENUES LESS EXPENSES		-	-	-
TRANSPORTATION SYSTEM RESERVE FUND							
Established by Res. 11-017 (06/13/11) - Review by (06/13/21)							
TRANSPORTATION SYSTEM RESERVE FUND 013							
REVENUES							
732,335	948,188	863,006	013-0000-300.00-00	BEGINNING BALANCE	853,193	853,193	853,193
-	-	428,838	013-0000-331.11-00	FAU EXCHANGE FUNDS	500,000	500,000	500,000
-	-	-	013-0000-331.90-00	FEDERAL GRANTS - MISC	-	-	-
239,963	72,261	100,000	013-0000-344.20-10	CONNECT CHRGS/ TRANS SDC	100,000	100,000	100,000
9,002	14,601	9,000	013-0000-361.00-00	INTEREST REVENUES	19,000	19,000	19,000
-	-	-	013-0000-391.05-00	STREET FUND	-	-	-
981,301	1,035,049	1,400,844	TOTAL TRANSPORT SYS RSRV FUND REVENUES		1,472,193	1,472,193	1,472,193
EXPENDITURES							
33,113	157,011	1,400,844	013-1400-000.75-10	CAPITAL PROJECTS	1,472,193	1,472,193	1,472,193
33,113	157,011	1,400,844	TOTAL CAPITAL OUTLAY		1,472,193	1,472,193	1,472,193
INTERFUND TRANSFERS							
-	-	-	013-9500-000.18-00	TO SPECIAL GRANTS FUND	-	-	-
-	-	-	013-9500-000.37-00	TO CAPITAL PROJECT FUND	-	-	-
-	-	-	TOTAL INTERFUND TRANSFERS		-	-	-
33,113	157,011	1,400,844	GRAND TOTAL TRANSPORT SYS RSRV FUND EXPENSES		1,472,193	1,472,193	1,472,193
948,188	878,038	-	TRANSPORT SYS RSRV FUND - REVENUE LESS EXPENSES		-	-	-

City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget

FY1617	FY17/18	FY18/19	Account	Account	Line Item	FY19/20
Actual	Actual	Budget	Number	Description	Detail	Adopted
						Budget
PUBLIC WORKS RESERVE FUND 009						
REVENUES						
298,859	323,275	388,287	009-0000-300.00-00	BEGINNING BALANCE		233,643
3,568	8,342	7,000	009-0000-361.00-00	INTEREST REVENUES		9,000
-	-	-	009-0000-369.00-00	OTHER MISC REVENUES		
18,000	68,000	45,800	009-0000-391.05-00	STREET FUND		70,000
50,000	76,000	-	009-0000-391.51-00	WATER UTILITY FUND		30,000
80,000	120,000	265,785	009-0000-391.55-00	WASTEWATER FUND		200,000
-	-	-	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		
450,427	595,616	706,872	TOTAL PUBLIC WORKS RESERVE FUND REVENUES			542,643
EXPENDITURES						
-	-	33,000	009-9000-000.74-10	MACHINERY		
127,152	187,059	673,872	009-9000-000.74-20	VEHICLES		542,643
				Watershed Patrol PU (WT)	35,000	
				Aqua Tech (WWC) (\$650,000)	-	
				WWC Utility pickup (#61) (\$64k)	60,000	
				Genei Hi-lift (1/3)	12,000	
				Replace #30 (WD)	25,000	
				10 yd Dump Truck (ST) (\$120,000)	67,470	
				922 Loader Replmt (WD) (\$175,000)	112,173	
				Large Excavator (WWC) (\$335,000)	231,000	
127,152	187,059	706,872	TOTAL CAPITAL OUTLAY			542,643
127,152	187,059	706,872	GRAND TOTAL PUBLIC WORKS RESERVE EXPENSES			542,643
323,275	408,557	-	PUBLIC WORKS RESERVE FUND - REVENUES LESS EXPENSES			-
TRANSPORTATION SYSTEM RESERVE FUND 013						
REVENUES						
732,335	948,188	863,006	013-0000-300.00-00	BEGINNING BALANCE		853,193
-	-	428,838	013-0000-331.11-00	FAU EXCHANGE FUNDS		500,000
-	-	-	013-0000-331.90-00	FEDERAL GRANTS - MISC		-
239,963	72,261	100,000	013-0000-344.20-10	CONNECT CHRGS/ TRANS SDC		100,000
9,002	14,601	9,000	013-0000-361.00-00	INTEREST REVENUES		19,000
-	-	-	013-0000-391.05-00	STREET FUND		-
981,301	1,035,049	1,400,844	TOTAL TRANSPORT SYS RSRV FUND REVENUES			1,472,193
EXPENDITURES						
33,113	157,011	1,400,844	013-1400-000.75-10	CAPITAL PROJECTS		1,472,193
				Scenic Dr Stab'n - Phase 2	500,000	
				Future SDC eligible projects	696,042	
				Reserve for Opp-driven projects	276,151	
33,113	157,011	1,400,844	TOTAL CAPITAL OUTLAY			1,472,193
INTERFUND TRANSFERS						
-	-	-	013-9500-000.18-00	TO SPECIAL GRANTS FUND		-
-	-	-	013-9500-000.37-00	TO CAPITAL PROJECT FUND		-
-	-	-	TOTAL INTERFUND TRANSFERS			-
33,113	157,011	1,400,844	GRAND TOTAL TRANSPORT SYS RSRV FUND EXPENSES			1,472,193
948,188	878,038	-	TRANSPORT SYS RSRV FUND - REVENUE LESS EXPENSES			-

WATER FUND

Fund:	Water (050)	Number of Employees: 17 dedicated
Department:	Public Works	11 shared / 22.00 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.

2019-20 Goals, Projects and Highlights

- Be safe in all phases of our work, by recognizing hazards before work starts.
- Assist with Dog River Pipeline design and construction oversight.
- 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.

2018-19 Accomplishments¹

By The Numbers

- Completed the triennial home sampling for lead and copper with compliance well below the Action Limits (AL). The lead AL is 0.015 mg/L; our compliance level was below detection at less than 0.001 mg/L. The copper AL is 1.3 mg/L; our compliance level was at the detection level of 0.1 mg/L.
- Water Quality Laboratory revenues projected to increase by greater than 6% in the current fiscal year.

At your Service

- Supported the efforts of our Water Treatment Operators to maintain their existing certifications and to advance them to the next levels in their State Water Treatment Certification.
- Continued to participate in and apply optimization principles of Partnership for Safe Water.
- Continued the process to obtain OR-OSHA Safety and Health Achievement Recognition Program (SHARP) rating.
- Water Quality Laboratory maintains state certifications in both Oregon and Washington.
- Replacement of the flocculation and sedimentation baffling in Basin #2 in Spring 2019; completing new baffling in both basins within the current fiscal year.
- With support from the Wastewater Division, the Crow Creek Dam effluent pipeline was camera inspected, fulfilling a request of the Oregon Water Resources Division - Dam Safety group.
- Assist with environmental permitting and funding supplements for the Dog River Diversion Pipeline replacement project.

Extraordinary Effort

- Once again passed our Oregon Health Authority Water System Survey as an “Outstanding Performer”, and as such will be inspected again in five-years rather than three.
- Achieved continued recognition for 17 years uninterrupted compliance with the Partnership for Safe Water – Directors Award

¹ Statistics are accurate from June 2018 to February 2019 then estimated unless otherwise noted.

Looking forward to the next 5 years

- Complete replacement of the 100+ year old wooden stave Dog River Diversion Pipeline.
- Complete a land exchange with US Forest Service to facilitate the future enlargement and spillway enhancement of Crow Creek Dam.
- Facilitate development of forest health improvement and fire fuels reduction programs on federally-owned lands in The Dalles Municipal Watershed including the Mill Creek Buttes and Dog River drainage.
- Replace or rehabilitate the 60 year-old washwater reservoir at the Wicks Water Treatment Plant.
- Upgrade the aging SCADA system.

WATER DISTRIBUTION

Description

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

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

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

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

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

2019-20 Goals, Projects and Highlights

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

- Complete the Lone Pine Well upgrade project.
- Extend 6” water mains:
 - From E. 9th Street & Quinton Street, East to the dead end on E. 9th Street
 - E. 9th Street and right-of-way – between Morton Street and Richmond Street

2018-19 Accomplishments²

By The Numbers

- Implemented an Electronic Service Order System which resulted in considerable reduction in administrative processes and service vehicle travel trips.
- Supported implementation of an Automatic Phone Dialing System to notify customers of delinquent payments. This change reduced the need to place an average of 250 door hangers per month to 45.
- 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.
- Continued the Pressure Reducing Valve (PRV) maintenance program at a level of rehabilitating twelve (12) PRV stations per year. This program is necessary to maintain adequate flow for fire suppression needs.
- Replaced PRV vault at Cherry Heights and 10th St. with a larger double door underground vault. This change improved worker safety by allowing better access and fall protection.

At your Service

- Addressed all emergency water problems including main breaks, service line leaks and customer turn offs within 24 hours and with minimal customer impact.
- Ensured protection of public health through water quality monitoring, water quality investigations, backflow protection, system maintenance, and assurance of adequate fire flow.
- Administered our Cross Connection Control Program in a manner that ensures that our drinking water remains safe throughout the distribution system. Cross Connection Control Program elements include:
 - Track and record the testing of existing backflow assemblies.
 - Track and record the installation and testing of new backflow assemblies.
 - Complete surveys and inspections to assess cross connection control needs.
- Replaced galvanized laterals and upgrade mains for system improvement and leak reduction in advance of street paving projects.
- Supported implementation of the City’s Aquifer Storage & Recovery (ASR) program to improve water utility resilience as stated in the Wasco County Natural Hazard Mitigation Plan.

Extraordinary Effort

² Statistics are accurate from July 2018 to February 2019 then estimated unless otherwise noted.

Once again passed our Oregon Health Authority Water System Survey as an “Outstanding Performer”, 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 implementation of a residential water meter box lid replacement program, replacing 10% (approximately 480) deteriorating concrete residential meters box lids with new polymer lids each year.
- Continue the annual residential water meter replacement program, replacing 8% (approximately 400) old residential water meters with new meters each year. Accurate meter measurements are a first important step to accurate billing information.
- Replacement of transmission mains from Wicks Treatment plant to distribution system (7.61 miles).
- Replace or reroute 6” cast water main from Mt. Hood Street to Cherry Heights Street - “Cherry Heights Intertie”.

**City of The Dalles, Oregon
Fiscal Year 2019-20 Budget
WATER UTILITY FUND SUMMARY**

FY16/17	FY17/18	FY18/19		FY19/20	FY19/20	FY19/20
<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>
4,836,733	6,592,639	4,839,689	BEGINNING BALANCE	6,110,566	6,110,566	6,110,566
5,775,762	6,048,816	5,830,970	REVENUES	5,975,201	5,975,201	5,975,201
3,475,604	8,508,153	13,400,000	OTHER SOURCES	13,750,500	13,750,500	13,750,500
14,088,099	21,149,608	24,070,659	TOTAL RESOURCES	25,836,267	25,836,267	25,836,267
1,233,679	1,285,100	1,509,146	WATER TREATMENT	1,637,662	1,637,662	1,637,662
1,656,057	1,709,007	2,223,113	WATER DISTRIBUTION	2,153,354	2,153,354	2,153,354
702,097	3,108,736	16,912,818	WATER DEPT CAPITAL RESERVE FUND	18,241,116	18,241,116	18,241,116
3,591,833	6,102,843	20,645,077	TOTAL EXPENDITURES	22,032,132	22,032,132	22,032,132
238,378	238,378	238,379	DEBT SERVICE	238,380	238,380	238,380
3,665,249	8,919,322	3,109,346	TRANSFER OUT	3,520,715	3,520,715	3,520,715
-	-	77,857	CONTINGENCY	45,040	45,040	45,040
-	-	-	UNAPPROPRIATED ENDING BAL	-	-	-
3,903,627	9,157,700	3,425,582	TOTAL OTHER USES	3,804,135	3,804,135	3,804,135
7,495,460	15,260,543	24,070,659	TOTAL EXPENDS & OTHER USES	25,836,267	25,836,267	25,836,267
6,592,639	5,889,065	-	FUND TOTAL	-	-	-

City of The Dalles, Oregon
Fiscal Year 2019-20 Budget
WATER FUND

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	FY19/20 Proposed Budget	FY19/20 Approved Budget	FY19/20 Adopted Budget	
			WATER FUND 051					
			REVENUES					
931,177	355,728	614,010	051-0000-300.00-00	BEGINNING BALANCE	982,608	982,608	982,608	
-	-	2,500	051-0000-331.90-00	FEDERAL GRANTS-MISC	-	-	-	
-	-	28,318	051-0000-337.10-00	URBAN RENEWAL	28,885	28,885	28,885	
-	-	-	051-0000-341.80-00	COPIES, PLANS, ORD'S	-	-	-	
173,615	206,901	90,000	051-0000-341.90-00	MISC SALES AND SERVICES	90,000	90,000	90,000	
5,176,608	5,603,192	5,635,419	051-0000-344.10-00	UTILITY SERVICE CHARGES	5,697,779	5,697,779	5,697,779	
11,484	12,603	10,000	051-0000-344.90-00	DELINQUENT ACCT INT	10,000	10,000	10,000	
(124)	(6,723)	(10,000)	051-0000-345.20-00	UNCOLLECTIBLE ACCTS	(10,000)	(10,000)	(10,000)	
-	120	-	051-0000-345.50-00	WATERSHED UTILIZATION FEE	-	-	-	
6,574	8,499	3,000	051-0000-348.00-00	INTERDEPARTMENTAL REV	2,500	2,500	2,500	
1,022	14,565	3,500	051-0000-361.00-00	INTEREST REVENUES	15,000	15,000	15,000	
4,428	4,428	4,428	051-0000-363.50-00	PROPERTY RENTALS	4,428	4,428	4,428	
-	-	-	051-0000-368.00-00	TIMBER RECEIPTS	-	-	-	
6,609	7,808	635	051-0000-369.00-00	OTHER MISC REVENUE	635	635	635	
1,275	-	-	051-0000-392.00-00	SALE OF FIXED ASSETS	500	500	500	
6,312,669	6,207,122	6,381,810	TOTAL WATER UTILITY FUND REVENUES		6,822,335	6,822,335	6,822,335	
			EXPENSES					
514,822	529,923	548,254	051-5000-000.11-00	REGULAR SALARIES	595,704	595,704	595,704	
1,724	425	12,240	051-5000-000.12-00	PARTTIME/TEMP SALARIES	12,240	12,240	12,240	
10,706	14,752	15,500	051-5000-000.13-00	OVERTIME SALARIES	15,810	15,810	15,810	
152,342	155,039	183,698	051-5000-000.21-10	MEDICAL INSURANCE	168,635	168,635	168,635	
3,560	3,573	3,454	051-5000-000.21-20	L-T DISABILITY INSURANCE	3,589	3,589	3,589	
436	438	478	051-5000-000.21-30	LIFE INSURANCE	478	478	478	
25,227	18,276	28,316	051-5000-000.21-40	WORKERS COMP INSURANCE	15,239	15,239	15,239	
39,236	41,114	44,064	051-5000-000.22-00	FICA	46,575	46,575	46,575	
62,523	68,749	72,769	051-5000-000.23-00	RETIREMENT CONTRIBUTIONS	75,016	75,016	75,016	
5,597	6,624	7,623	051-5000-000.28-00	VEBA CONTRIBUTIONS	7,671	7,671	7,671	
219	209	284	051-5000-000.29-00	OTHER EMPLOYEE BENEFITS	149	149	149	
816,392	839,122	916,680	TOTAL PERSONNEL SERVICE		941,106	941,106	941,106	
9	9	9	Total Full-Time Equivalent (FTE)		9.20	9.20	9.20	
52,097	43,478	85,340	051-5000-000.31-10	CONTRACTUAL SERVICES	150,340	150,340	150,340	
21,466	20,393	21,414	051-5000-000.33-30	FIRE PATROL	21,500	21,500	21,500	
2,955	-	-	051-5000-000.34-10	ENGINEERING SERVICES	-	-	-	
5,254	8,461	10,849	051-5000-000.34-30	COMPUTER SERVICES	10,900	10,900	10,900	
-	-	8,000	051-5000-000.34-50	SPECIAL STUDIES & REPORTS	-	-	-	
-	-	900	051-5000-000.41-10	WATER & SEWER	900	900	900	
1,170	1,087	1,700	051-5000-000.41-20	GARBAGE SERVICES	1,700	1,700	1,700	
6,260	7,908	9,100	051-5000-000.41-30	NATURAL GAS	9,100	9,100	9,100	
27,450	27,574	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	
4,425	843	7,715	051-5000-000.43-10	BUILDINGS AND GROUNDS	9,215	9,215	9,215	
105	-	600	051-5000-000.43-20	COMPUTERS	600	600	600	
-	548	2,180	051-5000-000.43-30	RADIO EQUIPMENT	1,680	1,680	1,680	
279	-	550	051-5000-000.43-40	OFFICE EQUIPMENT	550	550	550	
3,328	7,494	4,000	051-5000-000.43-45	JOINT USE OF LABOR/EQUIP	4,000	4,000	4,000	
7,137	17,009	7,850	051-5000-000.43-50	VEHICLES	9,825	9,825	9,825	
5,998	4,934	12,750	051-5000-000.43-51	GAS/OIL/DIESEL/LUBRICANTS	12,750	12,750	12,750	
837	1,147	3,600	051-5000-000.43-52	TIRES AND TIRE REPAIRS	3,600	3,600	3,600	
2,531	437	2,150	051-5000-000.43-70	GENERAL EQUIPMENT	2,150	2,150	2,150	
13,718	8,394	13,275	051-5000-000.43-71	SPECIAL UTILITY EQUIPMENT	14,300	14,300	14,300	
4,503	4,229	3,000	051-5000-000.43-72	ELECTRICAL SYSTEMS	3,000	3,000	3,000	
905	1,020	3,200	051-5000-000.43-73	PLUMBING	3,200	3,200	3,200	
59	639	1,200	051-5000-000.43-77	HVAC SYSTEMS	800	800	800	
874	1,063	1,110	051-5000-000.43-80	SHOP EQUIPMENT	1,110	1,110	1,110	
233	146	150	051-5000-000.43-85	NUISANCE ABATEMENT	150	150	150	
286	286	700	051-5000-000.43-86	LINE MNTNCE & SUPPLIES	700	700	700	
-	1,022	7,300	051-5000-000.43-88	WATERSHED ROAD CONST/MAINT	7,300	7,300	7,300	
38	-	400	051-5000-000.44-20	RENTAL OF EQUIPMENT	400	400	400	
250	-	670	051-5000-000.50-50	TIMBER MANAGEMENT	670	670	670	
10,495	10,188	11,208	051-5000-000.52-10	LIABILITY INSURANCE	11,233	11,233	11,233	
18,304	17,021	18,725	051-5000-000.52-30	PROPERTY INSURANCE	19,680	19,680	19,680	
4,401	4,107	4,518	051-5000-000.52-50	AUTOMOTIVE INSURANCE	4,534	4,534	4,534	
-	-	500	051-5000-000.52-60	INSURANCE DEDUCTIBLES	500	500	500	
1,279	1,703	2,340	051-5000-000.53-20	POSTAGE	2,340	2,340	2,340	
9,712	9,309	10,970	051-5000-000.53-30	TELEPHONE	10,970	10,970	10,970	
151	108	500	051-5000-000.53-40	LEGAL NOTICES	500	500	500	
1,298	847	2,220	051-5000-000.53-60	PUBLIC EDUCATION/INFO	4,720	4,720	4,720	
-	-	-	051-5000-000.54-00	ADVERTISING	-	-	-	
-	5	500	051-5000-000.55-00	PRINTING AND BINDING	500	500	500	
2,459	3,037	20,120	051-5000-000.57-00	PERMITS	16,520	16,520	16,520	
20	3	820	051-5000-000.58-10	TRAVEL, FOOD & LODGING	820	820	820	
5,230	2,615	5,475	051-5000-000.58-50	TRAINING AND CONFERENCES	5,475	5,475	5,475	
2,627	3,341	2,249	051-5000-000.58-70	MEMBERSHIPS/DUES/SUBS	3,089	3,089	3,089	
789	1,913	1,860	051-5000-000.60-10	OFFICE SUPPLIES	1,860	1,860	1,860	
1,156	1,228	1,300	051-5000-000.60-20	JANITORIAL SUPPLIES	1,300	1,300	1,300	
1,026	2,584	2,620	051-5000-000.60-80	CLOTHING	2,620	2,620	2,620	

**City of The Dalles, Oregon
Fiscal Year 2019-20 Budget
WATER FUND**

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	FY19/20 Proposed Budget	FY19/20 Approved Budget	FY19/20 Adopted Budget
2,387	3,547	5,375	051-5000-000.60-85	SPECIAL DEPT SUPPLIES	5,375	5,375	5,375
123,883	125,846	165,500	051-5000-000.60-86	CHEMICAL/LAB SUPPLIES	165,500	165,500	165,500
-	268	2,249	051-5000-000.64-10	BOOKS AND PERIODICALS	2,249	2,249	2,249
356	355	18,608	051-5000-000.64-80	COMPUTER SOFTWARE	20,200	20,200	20,200
-	-	-	051-5000-000.69-50	MISCELLANEOUS EXPENSES	-	-	-
12,198	15,470	8,342	051-5000-000.69-80	ASSETS < \$5000	9,867	9,867	9,867
359,925	361,605	522,466	TOTAL MATERIALS AND SERVICES		587,056	587,056	587,056
-	-	-	051-5000-000.72-20	BUILDINGS	-	-	-
-	72,969	70,000	051-5000-000.73-30	IMPRVMTS OTHER THAN BLDGS	70,000	70,000	70,000
52,003	-	-	051-5000-000.74-10	MACHINERY	-	-	-
-	-	-	051-5000-000.74-20	VEHICLES	-	-	-
-	-	-	051-5000-000.74-25	COMMUNICATIONS EQUIPMENT	-	-	-
-	-	-	051-5000-000.74-50	COMPUTER EQUIPMENT	8,000	8,000	8,000
5,358	11,404	-	051-5000-000.74-90	EQUIPMENT, OTHER	31,500	31,500	31,500
57,361	84,373	70,000	TOTAL CAPITAL OUTLAY		109,500	109,500	109,500
1,233,679	1,285,100	1,509,146	TOTAL WATER TREATMENT EXPENSES		1,637,662	1,637,662	1,637,662
738,014	777,144	798,930	051-5100-000.11-00	REGULAR SALARIES	818,482	818,482	818,482
8,042	10,835	12,480	051-5100-000.12-00	PARTTIME/TEMP SALARIES	12,480	12,480	12,480
16,653	11,021	18,925	051-5100-000.13-00	OVERTIME SALARIES	18,925	18,925	18,925
215,592	234,886	276,080	051-5100-000.21-10	MEDICAL INSURANCE	279,173	279,173	279,173
4,980	5,095	5,033	051-5100-000.21-20	L-T DISABILITY INSURANCE	5,156	5,156	5,156
561	589	635	051-5100-000.21-30	LIFE INSURANCE	635	635	635
34,962	23,882	40,192	051-5100-000.21-40	WORKERS COMP INSURANCE	20,832	20,832	20,832
56,092	58,784	63,521	051-5100-000.22-00	FICA	65,073	65,073	65,073
94,468	89,463	106,611	051-5100-000.23-00	RETIREMENT CONTRIBUTIONS	110,197	110,197	110,197
6,573	7,820	11,615	051-5100-000.28-00	VEBA CONTRIBUTIONS	11,356	11,356	11,356
236	286	427	051-5100-000.29-00	OTHER EMPLOYEE BENEFITS	286	286	286
1,176,173	1,219,805	1,334,449	TOTAL PERSONNEL SERVICE		1,342,595	1,342,595	1,342,595
13	13	13	Total Full-Time Equivalent (FTE)		12.80	12.80	12.80
13,600	6,734	32,149	051-5100-000.31-10	CONTRACTUAL SERVICES	26,149	26,149	26,149
10,947	12,042	15,451	051-5100-000.31-40	WASCO CO COMMUNICATIONS	15,712	15,712	15,712
21,000	21,000	21,000	051-5100-000.34-10	ENGINEERING SERVICES	21,000	21,000	21,000
19,060	19,706	22,870	051-5100-000.34-30	COMPUTER SERVICES	23,689	23,689	23,689
-	-	-	051-5100-000.34-50	SPECIAL STUDIES & REPORTS	-	-	-
2,818	2,132	3,995	051-5100-000.41-10	WATER & SEWER	3,995	3,995	3,995
2,036	2,505	4,350	051-5100-000.41-20	GARBAGE SERVICES	3,500	3,500	3,500
3,649	1,888	5,495	051-5100-000.41-30	NATURAL GAS	4,495	4,495	4,495
67,098	76,523	107,154	051-5100-000.41-40	ELECTRICITY	107,154	107,154	107,154
7,980	7,980	7,980	051-5100-000.42-00	JANITORIAL SERVICES	7,980	7,980	7,980
5,842	2,635	13,968	051-5100-000.43-10	BUILDINGS AND GROUNDS	11,870	11,870	11,870
225	-	1,200	051-5100-000.43-20	COMPUTERS	1,200	1,200	1,200
2,293	1,344	1,850	051-5100-000.43-30	RADIO EQUIPMENT	1,850	1,850	1,850
281	27	500	051-5100-000.43-40	OFFICE EQUIPMENT	500	500	500
6,492	6,318	17,000	051-5100-000.43-45	JOINT USE OF LABOR/EQUIP	12,000	12,000	12,000
10,465	8,632	19,715	051-5100-000.43-50	VEHICLES	19,315	19,315	19,315
13,451	16,268	17,205	051-5100-000.43-51	GAS/OIL/DIESEL/LUBRICANTS	16,645	16,645	16,645
4,542	3,713	5,325	051-5100-000.43-52	TIRES AND TIRE REPAIRS	5,600	5,600	5,600
1,283	529	7,415	051-5100-000.43-70	GENERAL EQUIPMENT	7,780	7,780	7,780
29,590	25,244	37,415	051-5100-000.43-71	SPECIAL UTILITY EQUIPMENT	47,415	47,415	47,415
8,073	16,059	8,883	051-5100-000.43-80	SHOP EQUIPMENT	8,475	8,475	8,475
1,629	1,125	3,200	051-5100-000.43-81	SERVICE PICKUP TOOLS	3,200	3,200	3,200
48,943	63,912	74,468	051-5100-000.43-86	INES MAINT & SUPPLIES	86,758	86,758	86,758
849	1,069	1,337	051-5100-000.43-87	UTILITIES LOCATES	1,337	1,337	1,337
116	4,979	2,400	051-5100-000.44-20	RENTAL OF EQUIPMENT	2,400	2,400	2,400
13,849	13,444	14,789	051-5100-000.52-10	LIABILITY INSURANCE	14,810	14,810	14,810
16,244	15,106	16,618	051-5100-000.52-30	PROPERTY INSURANCE	17,466	17,466	17,466
5,350	3,080	3,390	051-5100-000.52-50	AUTOMOTIVE INSURANCE	6,037	6,037	6,037
-	-	1,500	051-5100-000.52-60	INSURANCE DEDUCTIBLES	1,500	1,500	1,500
1,346	1,663	1,770	051-5100-000.53-20	POSTAGE	1,770	1,770	1,770
8,890	8,833	9,100	051-5100-000.53-30	TELEPHONE	9,100	9,100	9,100
107	39	150	051-5100-000.53-40	LEGAL NOTICES	150	150	150
1,679	1,755	2,240	051-5100-000.53-60	PUBLIC EDUCATION/INFO	4,740	4,740	4,740
619	-	-	051-5100-000.54-00	ADVERTISING	-	-	-
778	319	1,545	051-5100-000.55-00	PRINTING AND BINDING	1,545	1,545	1,545
16,089	1,628	5,700	051-5100-000.57-00	PERMITS	2,100	2,100	2,100
84	974	980	051-5100-000.58-10	TRAVEL, FOOD & LODGING	980	980	980
8,644	10,202	17,168	051-5100-000.58-50	TRAINING AND CONFERENCES	16,098	16,098	16,098
4,282	4,631	6,385	051-5100-000.58-70	MEMBERSHIPS/DUES/SUBS	5,720	5,720	5,720
2,635	2,422	3,413	051-5100-000.60-10	OFFICE SUPPLIES	3,413	3,413	3,413
2,391	3,495	2,400	051-5100-000.60-20	JANITORIAL SUPPLIES	2,400	2,400	2,400
3,546	3,823	4,380	051-5100-000.60-80	CLOTHING	4,380	4,380	4,380
3,909	3,754	9,125	051-5100-000.60-85	SPECIAL DEPT SUPPLIES	9,325	9,325	9,325
7,753	9,542	13,125	051-5100-000.60-86	CHEMICAL/LAB SUPPLIES	14,575	14,575	14,575
23,118	13,854	41,740	051-5100-000.60-87	STREET CONST SUPPLIES	41,440	41,440	41,440
273	96	2,623	051-5100-000.64-10	BOOKS AND PERIODICALS	2,873	2,873	2,873
-	-	20,308	051-5100-000.64-80	COMPUTER SOFTWARE	22,308	22,308	22,308

**City of The Dalles, Oregon
Fiscal Year 2019-20 Budget
WATER FUND**

FY16/17	FY17/18	FY18/19		Account	FY19/20	FY19/20	FY19/20
Actual	Actual	Budget	Account Number	Description	Proposed	Approved	Adopted
					Budget	Budget	Budget
-	-	-	051-5100-000.69-50	MISCELLANEOUS EXPENSES	-	-	-
3,898	9,080	27,180	051-5100-000.69-80	ASSETS < \$5000	22,100	22,100	22,100
407,746	410,102	637,954	TOTAL MATERIALS AND SERVICES		644,849	644,849	644,849
-	-	25,000	051-5100-000.70-50	LEASE PURCHASE	-	-	-
-	5,994	-	051-5100-000.72-20	BUILDINGS	5,000	5,000	5,000
-	-	13,000	051-5100-000.73-30	IMPRVMTS OTHER THAN BLDGS	-	-	-
-	-	-	051-5100-000.74-10	MACHINERY	-	-	-
-	-	-	051-5100-000.74-20	VEHICLES	-	-	-
-	-	-	051-5100-000.74-25	COMMUNICATIONS EQUIPMENT	-	-	-
-	-	-	051-5100-000.74-30	FURNITURE AND FIXTURES	-	-	-
-	-	-	051-5100-000.74-40	OFFICE EQUIPMENT	-	-	-
-	-	-	051-5100-000.74-50	COMPUTER EQUIPMENT	-	-	-
66,913	62,831	70,710	051-5100-000.74-90	EQUIPMENT, OTHER	75,910	75,910	75,910
5,225	10,275	20,000	051-5100-000.75-10	CAPITAL PROJECTS	20,000	20,000	20,000
-	-	-	051-5100-000.76-10	SOURCE OF SUPPLY	-	-	-
-	-	122,000	051-5100-000.76-20	WATER LINES	65,000	65,000	65,000
72,138	79,100	250,710	TOTAL CAPITAL OUTLAY		165,910	165,910	165,910
1,656,057	1,709,007	2,223,113	TOTAL WATER DISTRIBUTION EXPENSES		2,153,354	2,153,354	2,153,354
2,889,736	2,994,107	3,732,259	TOTAL WATER UTILITY OPERATIONS		3,791,016	3,791,016	3,791,016
482,591	438,426	442,622	051-9500-000.81-01	TO GENERAL FUND	468,039	468,039	468,039
168,426	160,005	169,062	051-9500-000.81-05	TO STREET FUND	170,933	170,933	170,933
50,000	76,000	-	051-9500-000.81-09	TO PUBLIC WKS RESRV FUND	30,000	30,000	30,000
6,414	-	-	051-9500-000.81-10	TO UNEMPLOYMENT FUND	7,297	7,297	7,297
59,774	59,932	60,010	051-9500-000.81-43	TO FFCCO 2008 DEBT SVC FUND	60,010	60,010	60,010
2,300,000	1,361,737	1,900,000	051-9500-000.81-53	WTR DEPT CAP RESRV FUND	2,250,000	2,250,000	2,250,000
-	-	-	051-9500-000.85-00	EXTRAORDINARY ITEM - 2014	-	-	-
3,067,205	2,096,100	2,571,694	TOTAL OPERATING TRANSFERS OUT		2,986,279	2,986,279	2,986,279
-	-	77,857	051-9500-000.88-00	CONTINGENCY	45,040	45,040	45,040
-	-	77,857	TOTAL CONTINGENCY		45,040	45,040	45,040
3,067,205	2,096,100	2,649,551	TOTAL OTHER USES		3,031,319	3,031,319	3,031,319
5,956,941	5,090,207	6,381,810	GRAND TOTAL WATER UTILITY FUND EXPENSES		6,822,335	6,822,335	6,822,335
355,728	1,116,915	-	WATER UTILITY FUND - REVENUES LESS EXPENSES		-	-	-

**City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget**

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 Adopted Budget
WATER FUND 051						
REVENUES						
931,177	355,728	614,010	051-0000-300.00-00	BEGINNING BALANCE		982,608
-	-	2,500	051-0000-331.90-00	FEDERAL GRANTS-MISC		-
-	-	28,318	051-0000-337.10-00	URBAN RENEWAL		28,885
-	-	-	051-0000-341.80-00	COPIES, PLANS, ORD'S		-
173,615	206,901	90,000	051-0000-341.90-00	MISC SALES AND SERVICES		90,000
5,176,608	5,603,192	5,635,419	051-0000-344.10-00	UTILITY SERVICE CHARGES		5,697,779
11,484	12,603	10,000	051-0000-344.90-00	DELINQUENT ACCT INT		10,000
(124)	(6,723)	(10,000)	051-0000-345.20-00	UNCOLLECTIBLE ACCTS		(10,000)
-	120	-	051-0000-345.50-00	WATERSHED UTILIZATION FEE		-
6,574	8,499	3,000	051-0000-348.00-00	INTERDEPARTMENTAL REV		2,500
1,022	14,565	3,500	051-0000-361.00-00	INTEREST REVENUES		15,000
4,428	4,428	4,428	051-0000-363.50-00	PROPERTY RENTALS		4,428
-	-	-	051-0000-368.00-00	TIMBER RECEIPTS		-
6,609	7,808	635	051-0000-369.00-00	OTHER MISC REVENUE		635
1,275	-	-	051-0000-392.00-00	SALE OF FIXED ASSETS		500
6,312,669	6,207,121	6,381,810	TOTAL WATER UTILITY FUND REVENUES			6,822,335
EXPENSES						
514,822	529,923	548,254	051-5000-000.11-00	REGULAR SALARIES		595,704
1,724	425	12,240	051-5000-000.12-00	PARTTIME/TEMP SALARIES		12,240
10,706	14,752	15,500	051-5000-000.13-00	OVERTIME SALARIES		15,810
152,342	155,039	183,698	051-5000-000.21-10	MEDICAL INSURANCE		168,635
3,560	3,573	3,454	051-5000-000.21-20	L-T DISABILITY INSURANCE		3,589
436	438	478	051-5000-000.21-30	LIFE INSURANCE		478
25,227	18,276	28,316	051-5000-000.21-40	WORKERS COMP INSURANCE		15,239
39,236	41,114	44,064	051-5000-000.22-00	FICA		46,575
62,523	68,749	72,769	051-5000-000.23-00	RETIREMENT CONTRIBUTIONS		75,016
5,597	6,624	7,623	051-5000-000.28-00	VEBA CONTRIBUTIONS		7,671
219	209	284	051-5000-000.29-00	OTHER EMPLOYEE BENEFITS		149
816,392	839,122	916,680	TOTAL PERSONNEL SERVICE			941,106
8.9	8.9	8.9	Total Full-Time Equivalent (FTE)			9.2
52,097	43,478	85,340	051-5000-000.31-10	CONTRACTUAL SERVICES		150,340
				Internet Provider	480	
				Owl Surveys	4,000	
				Copier services	1,000	
				Drug/Alcohol Testing/DMV Records	710	
				Fire Extinguisher Service	400	
				Sludge Lagoon Cleaning	40,000	
				Drying basin cleaning	4,000	
				Watershed Patrol Officer	32,400	
				Generator Service and Maintenance	2,350	
				Safety Rail Upgrade	25,000	
				Clear debris from CCD Effluent Intake	40,000	
21,466	20,393	21,414	051-5000-000.33-30	FIRE PATROL		21,500
				ODF assessment	21,500	
2,955	-	-	051-5000-000.34-10	ENGINEERING SERVICES		-
5,254	8,461	10,849	051-5000-000.34-30	COMPUTER SERVICES		10,900
				Allmax Software	1,000	
				CH2M Hill Scada	5,500	
				Rockwell	2,000	
				Wonderware PW	2,400	
-	-	8,000	051-5000-000.34-50	SPECIAL STUDIES & REPORTS		-
				CrowCreekDam Slide Gate Inspection	-	
				Update Renewable Energy Study	-	
-	-	900	051-5000-000.41-10	WATER & SEWER		900
1,170	1,087	1,700	051-5000-000.41-20	GARBAGE SERVICES		1,700
6,260	7,908	9,100	051-5000-000.41-30	NATURAL GAS		9,100
27,450	27,574	26,464	051-5000-000.41-40	ELECTRICITY		26,464
-	-	300	051-5000-000.42-00	JANITORIAL SERVICES		300
4,425	843	7,715	051-5000-000.43-10	BUILDINGS AND GROUNDS		9,215

City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget

FY16/17	FY17/18	FY18/19	Account	Account	Line Item	FY19/20
Actual	Actual	Budget	Number	Description	Detail	Adopted
						Budget
				Building Maintenance	575	
				Grounds Maintenance	140	
				Tree Removal/Trimming	7,000	
				Repaint Piping in Filter Gallery	1,500	
105	-	600	051-5000-000.43-20	COMPUTERS		600
				Computer Maintenance	600	
-	548	2,180	051-5000-000.43-30	RADIO EQUIPMENT		1,680
				Handheld/Vehicle/Base Radio Maint	2,180	
279	-	550	051-5000-000.43-40	OFFICE EQUIPMENT		550
				Phones, Faxes, & office equipment	550	
3,328	7,494	4,000	051-5000-000.43-45	JOINT USE OF LABOR/EQUIP		4,000
				To Street Fund	4,000	
7,137	17,009	7,850	051-5000-000.43-50	VEHICLES		9,825
				Vehicle Maint	9,825	
5,998	4,934	12,750	051-5000-000.43-51	GAS/OIL/DIESEL/LUBRICANTS		12,750
837	1,147	3,600	051-5000-000.43-52	TIRES AND TIRE REPAIRS		3,600
2,531	437	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	
13,718	8,394	13,275	051-5000-000.43-71	SPECIAL UTILITY EQUIPMENT		14,300
				Chem feeder pump parts (ACH, NaOCl, Polymer, Corrosion Chems)	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	
4,503	4,229	3,000	051-5000-000.43-72	ELECTRICAL SYSTEMS		3,000
905	1,020	3,200	051-5000-000.43-73	PLUMBING		3,200
				Backflow Device Repairs	1,500	
				PRV Valve Maint.	200	
				Domestic Plumbing	1,500	
59	639	1,200	051-5000-000.43-77	HVAC SYSTEMS		800
874	1,063	1,110	051-5000-000.43-80	SHOP EQUIPMENT		1,110
				Shop Tools	680	
				Shop Tool Fasteners/Sealants	150	
				Hand tools/supplies	280	
233	146	150	051-5000-000.43-85	NUISANCE ABATEMENT		150
				Vector Control	150	
286	286	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	
38	-	400	051-5000-000.44-20	RENTAL OF EQUIPMENT		400
250	-	670	051-5000-000.50-50	TIMBER MANAGEMENT		670
				Flagging Supplies	120	
				Lock/Chain for gates	400	
				Grass Seed	150	
10,495	10,188	11,208	051-5000-000.52-10	LIABILITY INSURANCE		11,233
18,304	17,021	18,725	051-5000-000.52-30	PROPERTY INSURANCE		19,680
4,401	4,107	4,518	051-5000-000.52-50	AUTOMOTIVE INSURANCE		4,534
	-	500	051-5000-000.52-60	INSURANCE DEDUCTIBLES		500
1,279	1,703	2,340	051-5000-000.53-20	POSTAGE		2,340
				Samples/Parts	1,150	
				Direct/Bulk mailings	1,190	

City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 Adopted Budget
9,712	9,309	10,970	051-5000-000.53-30	TELEPHONE		10,970
				Phone system	7,800	
				Cell phone	770	
				Scada T-1	2,400	
151	108	500	051-5000-000.53-40	LEGAL NOTICES		500
				Public Notices	500	
1,298	847	2,220	051-5000-000.53-60	PUBLIC EDUCATION/INFO		4,720
				Brochures/Written Translations	170	
				Water Quality Report	4,000	
				Parade Booth	550	
	-	-	051-5000-000.54-00	ADVERTISING		-
	5	500	051-5000-000.55-00	PRINTING AND BINDING		500
				Plant/Lab forms	350	
				Binding	100	
				Business Cards	50	
2,459	3,037	20,120	051-5000-000.57-00	PERMITS		16,520
				Wicks-NPDES 0200-J	14,000	
				Haz. Substance Storage	300	
				OR/ WA Lab Certifications	1,550	
				Crow Creek Reservoir High Hazard	670	
20	3	820	051-5000-000.58-10	TRAVEL, FOOD & LODGING		820
				Employee meetings/Room Rentals	650	
				OWUC/LOC	50	
				Regulatory meetings	120	
5,230	2,615	5,475	051-5000-000.58-50	TRAINING AND CONFERENCES		5,475
				Employee/Eng/Safety Officer/Office Training	3,475	
				AWWA Conference	1,600	
				First Aid/CPR Training	400	
2,627	3,341	2,249	051-5000-000.58-70	MEMBERSHIPS/DUES/SUBS		3,089
				AWWA Membership Dues	894	
				Water Certifications/Renewals	1,675	
				OWUC Dues	250	
				TD Chronicle	20	
				Water ISAC	250	
789	1,913	1,860	051-5000-000.60-10	OFFICE SUPPLIES		1,860
				Office Supplies/toner	1,700	
				Copy Paper	160	
1,156	1,228	1,300	051-5000-000.60-20	JANITORIAL SUPPLIES		1,300
				Disposables/cleaning supplies	1,300	
1,026	2,584	2,620	051-5000-000.60-80	CLOTHING		2,620
				Clothing Allowance	2,000	
				Rubber Boots Steel Toe	340	
				Rain Gear	280	
2,387	3,547	5,375	051-5000-000.60-85	SPECIAL DEPT SUPPLIES		5,375
				First Aid/Safety Supplies	590	
				Personal Protection Equipment	2,915	
				Safety Toe Boots	1,530	
				Hearing/Respirator tests/ HBV Vaccine	340	
123,883	125,846	165,500	051-5000-000.60-86	CHEMICAL/LAB SUPPLIES		165,500
				Combined Lab Materials and Supplies	40,000	
				Reg-Outside Lab Testing	15,000	
				Wtr Trtmt. Chemical	110,000	
				Haz Waste Testing	500	
-	268	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	
356	355	18,608	051-5000-000.64-80	COMPUTER SOFTWARE		20,200
				Haz Com software	2,000	
				Lucity fixed asset mgmt system	18,200	
12,198	15,470	8,342	051-5000-000.69-50	MISCELLANEOUS EXPENSES		9,867
			051-5000-000.69-80	ASSETS < \$5000		
				Replacement - Propane Radiant Heater	2,000	

City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget

FY16/17	FY17/18	FY18/19	Account	Account	Line Item	FY19/20
Actual	Actual	Budget	Number	Description	Detail	Adopted
						Budget
				Computers/Printers	367	
				Replacement - lab incubator	4,500	
				Replacement - HL sensor - filter #1	3,000	
359,925	361,605	522,466	TOTAL MATERIALS AND SERVICES			587,056
-	-	-	051-5000-000.72-20	BUILDINGS		-
-	72,969	70,000	051-5000-000.73-30	IMPRVMTS OTHER THAN BLDGS		70,000
				Rehab Wicks Well	70,000	
52,003		-	051-5000-000.74-10	MACHINERY		-
-	-	-	051-5000-000.74-20	VEHICLES		-
-	-	-	051-5000-000.74-25	COMMUNICATIONS EQUIPMENT		-
-	-	-	051-5000-000.74-50	COMPUTER EQUIPMENT		8,000
				WT Server	8,000	
5,358	11,404		051-5000-000.74-90	EQUIPMENT, OTHER		31,500
				Replacement Streaming Current Monitor System	25,000	
				Solitax turbidimeter for BW turbidity	6,500	
57,361	84,373	70,000	TOTAL CAPITAL OUTLAY			109,500
1,233,679	1,285,100	1,509,146	TOTAL WATER TREATMENT EXPENSES			1,637,662
738,014	777,144	798,930	051-5100-000.11-00	REGULAR SALARIES		818,482
8,042	10,835	12,480	051-5100-000.12-00	PARTTIME/TEMP SALARIES		12,480
16,653	11,021	18,925	051-5100-000.13-00	OVERTIME SALARIES		18,925
215,592	234,886	276,080	051-5100-000.21-10	MEDICAL INSURANCE		279,173
4,980	5,095	5,033	051-5100-000.21-20	L-T DISABILITY INSURANCE		5,156
561	589	635	051-5100-000.21-30	LIFE INSURANCE		635
34,962	23,882	40,192	051-5100-000.21-40	WORKERS COMP INSURANCE		20,832
56,092	58,784	63,521	051-5100-000.22-00	FICA		65,073
94,468	89,463	106,611	051-5100-000.23-00	RETIREMENT CONTRIBUTIONS		110,197
6,573	7,820	11,615	051-5100-000.28-00	VEBA CONTRIBUTIONS		11,356
236	286	427	051-5100-000.29-00	OTHER EMPLOYEE BENEFITS		286
1,176,173	1,219,805	1,334,449	TOTAL PERSONNEL SERVICE			1,342,595
12.9	12.9	12.9		Total Full-Time Equivalent (FTE)		12.90
13,600	6,734	32,149	051-5100-000.31-10	CONTRACTUAL SERVICES		26,149
				Large Commercial Meter Testing	2,000	
				Weed Spray	1,500	
				Soils/Material Testing	500	
				Alarm testing/Monitoring	1,177	
				Internet Provider	350	
				Drug/Alcohol Testing/DMV Records	770	
				Solvent Service	186	
				Copier services	2,426	
				Porta Potty service	240	
				Licenced Plumber Services	2,000	
				Express Bill Pay	15,000	
10,947	12,042	15,451	051-5100-000.31-40	WASCO CO COMMUNICATIONS		15,712
21,000	21,000	21,000	051-5100-000.34-10	ENGINEERING SERVICES		21,000
				Kelly Ave. Hydro/Geo Evaluation	21,000	
19,060	19,706	22,870	051-5100-000.34-30	COMPUTER SERVICES		23,689
				ARC View Maintenance Agreement (1/3) (ESRI)	600	
				Auto Desk- Auto CAD(1/3) (DLT Solutions)	1,633	
				CH2M Hill SCADA Maint. Serv.	5,500	
				Itron Service Agreement	5,950	
				MWH Software H2O/Sewer Pro (Innovyze)	1,000	
				Q Life (1/3)	1,600	
				Rockwell Support License (1/3) (North Coast Electric)	2,000	
				Tokay agreement	530	
				WC GIS Base Map (1/3)	1,333	
				Win-911 Software	495	
				Wonderware Support License (1/3)	2,348	

City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget

FY16/17	FY17/18	FY18/19	Account	Account	Line Item	FY19/20
Actual	Actual	Budget	Number	Description	Detail	Adopted
						Budget
				CAT ET program (1/3)	500	
				Cummins Insite	200	
		-	051-5100-000.34-50	SPECIAL STUDIES & REPORTS		-
2,818	2,132	3,995	051-5100-000.41-10	WATER & SEWER		3,995
2,036	2,505	4,350	051-5100-000.41-20	GARBAGE SERVICES		3,500
3,649	1,888	5,495	051-5100-000.41-30	NATURAL GAS		4,495
67,098	76,523	107,154	051-5100-000.41-40	ELECTRICITY		107,154
7,980	7,980	7,980	051-5100-000.42-00	JANITORIAL SERVICES		7,980
5,842	2,635	13,968	051-5100-000.43-10	BUILDINGS AND GROUNDS		11,870
				Shop Door Repair	1,500	
				Building Roof Repair	500	
				A/C Heat Electrical Systems	4,233	
				Int & Ext Maint	950	
				fan for server room	167	
				windows Lone Pine well	795	
				Irrigation/ Landscaping/Island Maint	1,325	
				Shop Fence/Yard Maint	2,400	
225	-	1,200	051-5100-000.43-20	COMPUTERS		1,200
				Computer Maintenance	1,200	
2,293	1,344	1,850	051-5100-000.43-30	RADIO EQUIPMENT		1,850
				Handheld/Vehicle/Base Radio Maint	650	
				Scada Radio Repairs	1,200	
281	27	500	051-5100-000.43-40	OFFICE EQUIPMENT		500
				Phones, Faxes, & office equipment	500	
6,492	6,318	17,000	051-5100-000.43-45	JOINT USE OF LABOR/EQUIP		12,000
				To Street Fund	6,500	
				To Wastewater Fund	5,500	
10,465	8,632	19,715	051-5100-000.43-50	VEHICLES		19,315
				Vehicle Maint	19,315	
13,451	16,268	17,205	051-5100-000.43-51	GAS/OIL/DIESEL/LUBRICANTS		16,645
4,542	3,713	5,325	051-5100-000.43-52	TIRES AND TIRE REPAIRS		5,600
1,283	529	7,415	051-5100-000.43-70	GENERAL EQUIPMENT		7,780
				Jack Hammer/Large Saw Maint	4,755	
				Street Construction Equipment	925	
				Street Survey Equipment	1,000	
				Generator Maint	1,100	
29,590	25,244	37,415	051-5100-000.43-71	SPECIAL UTILITY EQUIPMENT		47,415
				DeWater Well Maintenance	15,000	
				Pump Station Maintenance	8,000	
				Well Maintenance	3,500	
				Hydrants/Hydrant Meter Maintenance	3,790	
				Lifting devices certification	2,050	
				Gas Monitor Supplies	950	
				Metro Tech Locator repair/maint	1,525	
				SCADA UPS Units	600	
				replace D-wel #6 actuator w/ VFD	4,000	
				Replace submersible pump Kuck Well	8,000	
8,073	16,059	8,883	051-5100-000.43-80	SHOP EQUIPMENT		8,475
				Shop Tools	3,618	
				Shop Tool Fasteners/Sealants	2,042	
				Shop Equipment Maintenance	1,205	
				Hand tools/supplies	1,610	
1,629	1,125	3,200	051-5100-000.43-81	SERVICE PICKUP TOOLS		3,200
48,943	63,912	74,468	051-5100-000.43-86	LINES MAINT & SUPPLIES		86,758
				Pipe & Fittings	27000	
				Meters/ERTs	18700	
				Meter/Gate Valve/Curb Stop boxes	12468	
				PRV maintenance/repair	10800	
				Fire Hydrant maintenance	17800	
849	1,069	1,337	051-5100-000.43-87	UTILITIES LOCATES		1,337
				Utility Notification Center	166	
				Locate supplies	1,170	
116	4,979	2,400	051-5100-000.44-20	RENTAL OF EQUIPMENT		2,400
13,849	13,444	14,789	051-5100-000.52-10	LIABILITY INSURANCE		14,810
16,244	15,106	16,618	051-5100-000.52-30	PROPERTY INSURANCE		17,466

City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 Adopted Budget
5,350	3,080	3,390	051-5100-000.52-50	AUTOMOTIVE INSURANCE		6,037
		1,500	051-5100-000.52-60	INSURANCE DEDUCTIBLES		1,500
1,346	1,663	1,770	051-5100-000.53-20	POSTAGE		1,770
				Direct Mailings	950	
				Shipping for parts/Core returns	820	
8,890	8,833	9,100	051-5100-000.53-30	TELEPHONE		9,100
				Phone system	5,100	
				Cell phone	2,800	
				Scada T-1	1,200	
107	39	150	051-5100-000.53-40	LEGAL NOTICES		150
				Capital Improvement notice	150	
1,679	1,755	2,240	051-5100-000.53-60	PUBLIC EDUCATION/INFO		4,740
				Brochures/Written Translations	190	
				Water Quality Report	4,000	
				Parade Booth	550	
619	-	-	051-5100-000.54-00	ADVERTISING		-
778	319	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	
16,089	1,628	5,700	051-5100-000.57-00	PERMITS		2,100
				Hazardous Substance Fee	300	
				Kuck NPDES Permit	600	
				Kuck CGDC Water Survey	450	
				Water System Survey	-	
				Sorosis Surge Tank Compressor Permit	350	
				Cross Connection Program Fee	400	
84	974	980	051-5100-000.58-10	TRAVEL, FOOD & LODGING		980
				OUCG	30	
				NSPE/ASCE Meeting	150	
				Employee Meetings/Room Rentals	800	
8,644	10,202	17,168	051-5100-000.58-50	TRAINING AND CONFERENCES		16,098
				Employee/Eng/Safety Officer/Office Training	12,248	
				Flagging	200	
				First Aid/CPR Training	-	
				Crane Training	1,450	
				AWWA/ABPA Conference	2,200	
4,282	4,631	6,385	051-5100-000.58-70	MEMBERSHIPS/DUES/SUBS		5,720
				APWA Membership Dues	233	
				ASCE	183	
				AWWA	842	
				CDL Medical Exams	566	
				Cert Renewals	2,200	
				Local OUCG Dues	20	
				Nat. Soc. for PE's	86	
				OAWU- Associate Member	475	
				OSBEELS	100	
				OWUC	250	
				TD Chronicle	20	
				USC FCCHR - Water Purveyor member	245	
				ABPA membership	250	
				Water ISAC	250	
2,635	2,422	3,413	051-5100-000.60-10	OFFICE SUPPLIES		3,413
				Office Supplies/toner	2,630	
				Copy Paper	783	
2,391	3,495	2,400	051-5100-000.60-20	JANITORIAL SUPPLIES		2,400
				Cintas	1,900	
				Cleaning supplies	500	
3,546	3,823	4,380	051-5100-000.60-80	CLOTHING		4,380
				Clothing Allowance	3,000	
				Rubber Boots Steel Toe	500	
				Rain Gear	880	

City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 Adopted Budget
3,909	3,754	9,125	051-5100-000.60-85	SPECIAL DEPT SUPPLIES		9,325
				First Aid/Safety Supplies	1,955	
				Personal Protection Equipment	3,420	
				Safety Toe Boots	2,100	
				Safety Vests	1,130	
				Hearing/Respirator tests/ HBV Vaccine	720	
7,753	9,542	13,125	051-5100-000.60-86	CHEMICAL/LAB SUPPLIES		14,575
				Vector Control	75	
				Chemicals/Reagents	14,000	
				Hazmat Testing	500	
23,118	13,854	41,740	051-5100-000.60-87	STREET CONST SUPPLIES		41,440
				Construction Signs/Cones/Barricades	3,650	
				Asphalt Hot Mix/Cold Mix	20,140	
				Rock/Concrete	17,650	
273	96	2,623	051-5100-000.64-10	BOOKS AND PERIODICALS		2,873
				Manuals	1,333	
				City Directory	90	
				Standards methods	1,450	
-	-	20,308	051-5100-000.64-80	COMPUTER SOFTWARE		22,308
				MS Office for computers listed in 6080	1,108	
				Lucity	18,200	
				Engineering Software	1,000	
				HAZCOM software	2,000	
3,898	9,080	27,180	051-5100-000.69-80	ASSETS < \$5000		22,100
				Survey equipment	500	
				Computers/Printers	8,134	
				Furniture/Map files	4,166	
				Fall Protection Equipment	5,000	
				Cut off saw	1,500	
				Well Maintenance/heater replacements	800	
				Repeater site HVAC	2,000	
407,746	410,102	637,954		TOTAL MATERIALS AND SERVICES		644,849
-	-	25,000	051-5100-000.70-50	LEASE PURCHASE		-
-	-	-	051-5100-000.72-20	BUILDINGS		5,000
				PW Roof safety railing system	5,000	
-	5,994	-	051-5100-000.73-30	IMPRVMTS OTHER THAN BLDGS		-
-	-	13,000	051-5100-000.74-10	MACHINERY		-
-	-	-	051-5100-000.74-20	VEHICLES		
-	-	-	051-5100-000.74-25	COMMUNICATIONS EQUIPMENT		
-	-	-	051-5100-000.74-30	FURNITURE AND FIXTURES		
-	-	-	051-5100-000.74-40	OFFICE EQUIPMENT		
-	-	-	051-5100-000.74-50	COMPUTER EQUIPMENT		
66,913	62,831	70,710	051-5100-000.74-90	EQUIPMENT, OTHER		75,910
				Meter lid replacement program	19,200	
				Residential Meter Replace	48,000	
				Engineering Survey Equipment	3,510	
				Sodium hypochlorite system Jordan Well	5,200	
5,225	10,275	20,000	051-5100-000.75-10	CAPITAL PROJECTS		20,000
				PRV Vault Replacement	20,000	
-	-	122,000	051-5100-000.76-20	WATER LINES		65,000
				16th & Pentland replace 2" gal.	30,000	
				16th & Liberty Way install 12' PRV	35,000	
72,138	79,100	250,710		TOTAL CAPITAL OUTLAY		165,910
1,656,057	1,709,007	2,223,113		TOTAL WATER DISTRIBUTION EXPENSES		2,153,354
2,889,736	2,994,108	3,732,259		TOTAL WATER UTILITY OPERATIONS		3,791,016
482,591	438,426	442,622	051-9500-000.81-01	TO GENERAL FUND		468,039
168,426	160,005	169,062	051-9500-000.81-05	TO STREET FUND		170,933

City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 Adopted Budget
50,000	76,000	-	051-9500-000.81-09	TO PUBLIC WKS RESRV FUND		30,000
6,414	-	-	051-9500-000.81-10	TO UNEMPLOYMENT FUND		7,297
59,774	59,932	60,010	051-9500-000.81-43	TO FFCO 2008 DEBT SVC FUND		60,010
2,300,000	1,361,737	1,900,000	051-9500-000.81-53	WTR DEPT CAP RESRV FUND		2,250,000
3,067,205	2,096,100	2,571,694	TOTAL OPERATING TRANSFERS OUT			2,986,279
-	-	77,857	051-9500-000.88-00	CONTINGENCY		45,040
-	-	77,857	TOTAL CONTINGENCY			45,040
3,067,205	2,096,100	2,649,551	TOTAL OTHER USES			3,031,319
5,956,941	5,090,208	6,381,810	GRAND TOTAL WATER UTILITY FUND EXPENSES			6,822,335
355,728	1,116,913	-	WATER UTILITY FUND - REVENUES LESS EXPENSES			-

**City of The Dalles, Oregon
Fiscal Year 2019-20 Budget
WATER CAPITAL RESERVE FUND**

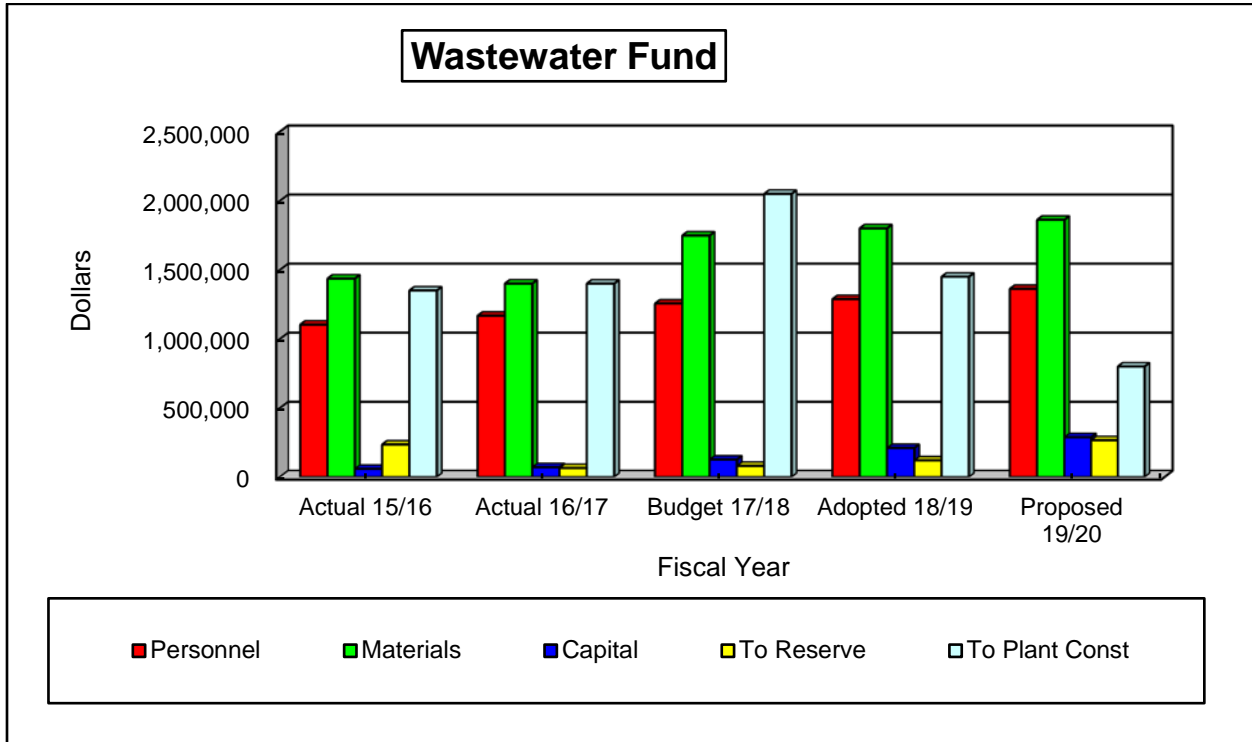
FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	FY19/20 Proposed Budget	FY19/20 Approved Budget	FY19/20 Adopted Budget
				WATER CAPITAL RESERVE FUND 053			
				REVENUES			
3,905,556	6,236,911	4,225,679	053-0000-300.00-00	BEGINNING BALANCE	5,127,958	5,127,958	5,127,958
-	-	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	-	053-0000-337.90-00	WATERSHED RESTORATION REVENUE	-	-	-
265,992	61,980	23,170	053-0000-344.20-00	CONNECT CHRGS/ WA SDC	50,974	50,974	50,974
69,044	-	-	053-0000-344.20-20	REIMBURSEMENT DISTRICT PMTS	-	-	-
60,510	91,850	40,000	053-0000-361.00-00	INTEREST REVENUES	85,000	85,000	85,000
1,174,329	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	-	-	-
2,300,000	1,361,737	1,900,000	053-0000-391.51-00	WATER UTILITY FUND	2,250,000	2,250,000	2,250,000
-	6,149,877	-	053-0000-391.59-00	TRANSFER FROM UTILITY REVENUE BOND	-	-	-
-	-	-	053-0000-393.10-00	LOAN/BOND PROCEEDS	-	-	-
-	-	-	053-0000-393.10-21	LOAN PROCEEDS - ARRA LOANS	-	-	-
7,775,430	14,942,486	17,688,849		TOTAL WATER DEPT CAP RESERVE FUND REVENUES	19,013,932	19,013,932	19,013,932
				EXPENDITURES			
-	-	-	053-5300-000.34-10	ENGINEERING SERVICES	475,000	475,000	475,000
-	-	-		TOTAL MATERIALS AND SERVICES	475,000	475,000	475,000
-	-	-	053-5300-000.71-10	LAND	-	-	-
54,807	960,267	1,200,000	053-5300-000.75-10	CAPITAL PROJECTS	-	-	-
535,879	393,975	6,500,000	053-5300-000.76-10	SOURCE OF SUPPLY	7,674,329	7,674,329	7,674,329
111,411	1,754,493	9,212,818	053-5300-000.76-20	WATER LINES	10,091,787	10,091,787	10,091,787
702,097	3,108,736	16,912,818		TOTAL CAPITAL OUTLAY	17,766,116	17,766,116	17,766,116
702,097	3,108,736	16,912,818		TOTAL WATER CAPITAL RESERVE OPERATIONS	18,241,116	18,241,116	18,241,116
				DEBT SERVICE			
140,022	144,223	148,550	053-5300-000.79-30	SDWRL (ARRA LOAN) PRINCIPAL	153,007	153,007	153,007
98,356	94,156	89,829	053-5300-000.79-40	SDWRL (ARRA LOAN) INTEREST	85,373	85,373	85,373
238,378	238,378	238,379		TOTAL DEBT SERVICE	238,380	238,380	238,380
-	-	-	053-9500-000.81-37	TO CAPITAL PROJECTS FUND	-	-	-
-	5,763,324	-	053-9500-000.81-41	TO WATER REVENUE BOND DEBT FUND	-	-	-
33,039	33,451	32,478	053-9500-000.81-44	TO 2009 FFCO DEBT SVC FUND	32,650	32,650	32,650
565,005	563,406	505,174	053-9500-000.81-58	TO WATER DEBT SERVICE FUND	501,786	501,786	501,786
-	463,041	-	053-9500-000.81-59	TO UTILITY REVENUE BOND	-	-	-
598,044	6,823,222	537,652		TOTAL OPERATING TRANSFERS OUT	534,436	534,436	534,436
1,538,519	10,170,336	17,688,849		GRAND TOTAL WATER CAPITAL RESERVE EXPENSES	19,013,932	19,013,932	19,013,932
6,236,911	4,772,150	-		TOTAL WATER CAPITAL RESERVE - REVENUE LESS EXPENSES	-	-	-

City of The Dalles, Oregon
Adopted Fiscal year 2019-20 Budget

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 Adopted Budget
WATER CAPITAL RESERVE FUND 053						
REVENUES						
3,905,556	6,236,911	4,225,679	053-0000-300.00-00	BEGINNING BALANCE		5,127,958
-	-	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	-	053-0000-337.90-00	WATERSHED RESTORATION REVENUE		-
265,992	61,980	23,170	053-0000-344.20-00	CONNECT CHRGS/ WA SDC		50,974
69,044	-	-	053-0000-344.20-20	REIMBURSEMENT DISTRICT PMTS		-
60,510	91,850	40,000	053-0000-361.00-00	INTEREST REVENUES		85,000
1,174,329	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		
2,300,000	1,361,737	1,900,000	053-0000-391.51-00	WATER UTILITY FUND		2,250,000
	6,149,877		053-0000-391.59-00	TRANSFER FROM UTILITY REVENUE BOND		
-	-	-	053-0000-393.10-00	LOAN/BOND PROCEEDS		
-	-	-	053-0000-393.10-21	LOAN PROCEEDS - ARRA LOANS		
7,775,430	14,942,487	17,688,849	TOTAL WATER DEPT CAP RESERVE FUND REVENUES			19,013,932
EXPENDITURES						
-	-	-	053-5300-000.34-10	ENGINEERING SERVICES		475,000
				Water Master Plan Update	425,000	
				Flood Analysis Update	50,000	
-	-	-	TOTAL MATERIALS AND SERVICES			475,000
-	-	-	053-5300-000.71-10	LAND		-
54,807	960,267	1,200,000	053-5300-000.75-10	CAPITAL PROJECTS		-
535,879	393,975	6,500,000	053-5300-000.76-10	SOURCE OF SUPPLY		7,674,329
				ASR - 2 wells+Distn System enhancements	6,500,000	
				Design LLC repmt	1,174,329	
111,411	1,754,493	9,212,818	053-5300-000.76-20	WATER LINES		10,091,787
				Design and construction of Dog River Pipeline	10,091,787	
702,097	3,108,735	16,912,818	TOTAL CAPITAL OUTLAY			17,766,116
702,097	3,108,735	16,912,818	TOTAL WATER CAPITAL RESERVE OPERATIONS			18,241,116
DEBT SERVICE						
140,022	144,223	148,550	053-5300-000.79-30	SDWRL (ARRA LOAN) PRINCIPAL		153,007
98,356	94,156	89,829	053-5300-000.79-40	SDWRL (ARRA LOAN) INTEREST		85,373
238,378	238,379	238,379	TOTAL DEBT SERVICE			238,380
-	-	-	053-9500-000.81-37	TO CAPITAL PROJECTS FUND		-
	5,763,324		053-9500-000.81-41	TO WATER REVENUE BOND DEBT FUND		
33,039	33,451	32,478	053-9500-000.81-44	TO 2009 FFCO DEBT SVC FUND		32,650
565,005	563,406		053-9500-000.81-58	TO WATER DEBT SERVICE FUND		-
	463,041	505,174	053-9500-000.81-59	TO UTILITY REVENUE BOND		501,786
				To 2018 Utility Revenue Bond Debt Fund		
598,044	6,823,222	537,652	TOTAL OPERATING TRANSFERS OUT			534,436
1,538,519	10,170,336	17,688,849	GRAND TOTAL WATER CAPITAL RESERVE EXPENSES			19,013,932
6,236,911	4,772,151	-	TOTAL WATER CAPITAL RESERVE - REVENUE LESS EXPENSES			-

WASTEWATER FUND

Fund:	Wastewater (055)	Number of Employees:	9 dedicated
Department:	Public Works		11 shared / 13.12 FTE
Program:	Wastewater Collection, Wastewater Treatment and Storm Water		



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

WASTEWATER COLLECTION

Description

The Wastewater Collection Division is responsible for the infrastructure that provides reliable sewage disposal for the citizens and businesses of the City of The Dalles. The Division manages the operation and maintenance of an intricate sanitary sewer system consisting of more than 98 miles of sanitary sewer lines, interceptors, and 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 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.

2019-20 Goals, Projects, and Highlights

- Be safe in all phases of our work, by recognizing hazards before work starts.
- Upgrade of W. 2nd Street sewer capacity at the I-84 Undercrossing.
- Phase 2 of W. 2nd Street upgrade to Webber St.
- Scenic Drive Sewer upgrade.
- Complete about two miles of sanitary sewer mainline rehabilitation projects utilizing slip-lining technologies.
- Improve base maps and as-builts of the sanitary sewer system.
- Replace sanitary sewer line in Garrison St. between W. 9th and W. 10th Streets.

2018-19 Accomplishments¹

By The Numbers

- City crews completed video inspection of 46,000 feet of sewer lines and contractors inspected another 11,167.5 feet (about 11% of the system total). In addition, the video inspection crew supported the work of installing spot repairs and grout cutting for the slip-lining contract.
- Evaluated sewer lines with root problems, updated the root list, completed root cutting and cleaning of all lines on the root list (about 5,500 feet), and repaired a portion of them.
- Replaced 37 sewer services and installed 27 new services.
- Completed about 37 spot repairs to stop inflow and infiltration from February 28, 2018 to the end of February 28, 2019.
- Cleaned and maintained all 8 lift stations weekly.
- Cleaned (“pigged”) pressure/discharge sewer lines from all 8 lift stations.
- Project Goals, listed by percent desired (and percent accomplished in FY 18/19) are:

Desired	Project Goals	Done in 2018-19
100%	Response to emergencies/sewer breaks	100%
100%	Response to new sewer service requests	100%
100%	Weekly preventative cleaning/maintenance of all 9 lift stations	100%
100%	Cutting of roots on lines identified as flow-impaired	100%
15%	Video inspection of sewer lines – Whole system in 7 years	About 11%

¹ Statistics are accurate from July 2018 to February 2019 then estimated unless otherwise noted.

Desired	Project Goals	Done in 2018-19
1%	Replacement of old and/or poor-condition sewer laterals	Less than 1%
5%	Replacement of sewer lines – 20-year replacement plan	Less than 1%

At Your Service

- Continued to implement the goals of the EPA’s “Capacity, Management, Operations and Maintenance Rule” by improving computerized recordkeeping which links GIS mapping with maintenance work, video camera assessments, sanitary sewer overflow events, and customer complaints.
- Repaired or replaced sewer lines in advance of paving projects.
- Provided new service connections for properties as they develop.
- Replaced or extended sanitary sewer lines at these locations:
 - E. 18th Street in the 2400 and 2500 blocks about 700 feet
 - E 9th Street in the 2700 and 2800 block about 730 feet
 - W 16th Street in the 2300 block about 150 feet.
 - 900 block of Irvine Street about 250 feet.
 - 4th St Grade Sanitary Sewer Replacement project.
 - Cliff Street Lift Station was abandoned and removed, being replaced by constriction of a gravity mainline down to E. 2nd Street.
- 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.

STORMWATER

Description

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

2019-20 Goals, Projects, and Highlights

- Be safe in all phases of our work, by recognizing hazards before work starts.
- Phase 2 of W. 2nd Street includes construction of a new sewer line to Webber St.
- Improve base maps and as-builts of the stormwater conveyance system.
- Replace as many catch basin grates with bike-friendly devices as possible prior to the completion of the Historic Columbia River Highway Bike Trail.

- Develop a strategy to address issues impacting stormwater runoff, such as annexation of substandard areas, requirements for curbs and sidewalks, and open drainage challenges.
- Complete construction of a stormwater line on Lincoln Street between W. 9th and W. 10th Streets.

2018-19 Accomplishments²

By The Numbers

- Installed six new or replacement catch basins.
- Project Goals, listed by percent desired (and percent accomplished in FY 18/19) are:

Desired	Project Goals	Done in 2018-19
100%	Response to emergencies/storm water backups and overflows	100%
100%	Annual cleaning of all catch basins and repair of broken ones	100%
100%	Cutting of roots on storm lines identified as flow-impaired	About 50%
15%	Video inspection of storm lines - Whole system in 7 years	About 1%
15%	Replacement of old and/or poor-condition sewer laterals	Less than 1%

At Your Service

- Continued to de-chlorinate the hydrant flushing water discharged to the stormwater system to meet in-stream limits for chlorine.
- Installed stormwater line on Pentland and Garrison Streets between W. 9th and W. 10th Streets.
- Performed annual cleaning of all catch basins within the City.
- Cleaned and maintained open drainage ditches.
- Provided storm line repairs and maintenance activities in root cutting.
- Responded to complaints about illicit discharges to the stormwater system.
- Provided oversight of contractors for erosion control.
- Worked with Planning Department, Wasco County, State Building Codes and Department of Environmental Quality to track installation of oil-water separators when required.
- Separated the combined sanitary/stormwater systems and removed catch basins and roof drains from the sanitary sewer system as possible when discovered or as development occurs.
- Performed video inspection of stormwater system to identify needs for repair and replacement projects ahead of planned paving projects.
- Funded street sweeping of downtown once per week and the rest of the City every two weeks.

Looking forward to the next 5 years

- Continue implementation of Stormwater Master Plan, including public education and involvement, elimination of illicit discharges, mitigate inflow from building downspouts,

² Statistics are accurate from July 2018 to February 2019 then estimated unless otherwise noted.

- construction controls, and good housekeeping measures.
- Extension of storm water collection system at these locations:
 - E.14th Street from Quinton Street. to Thompson Street
 - Old Dufur Road
- Upgrade of stormwater line at W. 6th Street and Hostetler Way.
- Upgrade of stormwater line at E. 9th Street and Brewery Grade onto E. 10th Street, then to Old Dufur Road as far as Morton Street.
- Separate the combined sanitary/storm water systems in the downtown core area by redirecting roof drains as possible when discovered or as development occurs.

WASTEWATER TREATMENT

Description

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

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

2019-20 Goals, Projects, and Highlights

- Implement FY 2019-20 portions of the Wastewater Treatment Plant Capital Improvements Plan.
 - Aesthetic improvements via construction and painting.
- Add auto samplers for post primary filter sampling.
- Replace aging polymer blending system.

2018-19 Accomplishments³

- Jacobs staff completed annual infrared thermography of the motor control centers (MCC – electrical control panels) at the Wastewater Treatment Plant, Wick Water Treatment Plant, as well as all City-owned water and sewer pump stations.
- Completed Wastewater Treatment Plant Maintenance
 - Rebuilt Penn Valley pump left side.
 - Replaced a cracked boiler section.
 - Replaced all 64 lamps on the South UV channel.
 - Rebuilt the Moyno thickened waste-activated sludge (TWAS) pump.
 - Replaced #1 blower motor.
 - Replaced UPS batteries in UV cabinet.
 - Rebuilt MCC Dewatering pump.
 - Rebuilt WAS pump #1.
 - Replaced Right side windshield in Truck #48 (bird strike).
 - Repaired radiator in Terragator.

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

- Replaced left hand mirror on truck #48.
- Replaced brake can on truck #48.
- Replaced heater hose on truck #48.
- Truck #63 had the engine repaired by Peterson Cat.
- Replaced pressure gauge on boiler.
- Replaced coupling on TWAS pump.
- Drained Clarifier #2 for demolition.
- Replaced high and low pressure regulators on the natural gas boiler feed.
- Rebuilt WAS pump #1.
- Replaced the vanes on truck #48 mass port pump.
- Installed new YSI Dissolved Oxygen monitoring system.
- Replaced pump station sump pump.
- Installed new water level monitor on boiler.
- Rebuilt conservation vents on digesters #1 and #2.
- Industrial Pretreatment Program (IPP):
 - Completed annual inspections of the Design LLC and AmeriTies Facilities.
 - Performed quarterly grease trap inspections.
 - Complete and submit the 2018 Pretreatment Program Annual Report in March 2019.
 - Participated in Oregon Association of Clean Water Agencies pretreatment committee meetings and workshops.
- Biosolids Disposal Program:
 - Hauled rock to biosolids disposal field sites to improve access.
 - Hauled 931 truckloads of biosolids totaling 3,071,900 gallons and 299.7 tons of Biosolids in calendar year 2018.
 - Complete and submit the 2018 Biosolids Annual Report to the State and to EPA in February 2019.

Looking forward to the next 5 years

- Implement remaining Phase 2 portions of Capital Improvement Plan:
 - Gravity Belt Thickener Addition
 - Improve treated water in-plant delivery system to use less potable water in processes.

Consider Laboratory, Office, Shop and storage facility cons

City of The Dalles, Oregon
Fiscal Year 2019-20 Budget
WASTEWATER UTILITY FUND SUMMARY

FY16/17	FY17/18	FY18/19		FY19/20	FY19/20	FY19/20
<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>
9,241,400	9,256,433	4,499,576	BEGINNING BALANCE	3,555,703	3,555,703	3,555,703
6,228,178	7,400,999	5,623,186	REVENUES	5,844,845	5,844,845	5,844,845
3,563,224	8,613,167	1,348,000	OTHER SOURCES	2,500,000	2,500,000	2,500,000
19,032,803	25,270,599	11,470,762	TOTAL RESOURCES	11,900,548	11,900,548	11,900,548
2,656,237	2,841,446	3,527,251	WASTE WATER FUND	3,414,376	3,414,376	3,414,376
149,409	1,831,777	1,697,426	SEWER SPECIAL RESERVE FUND	2,904,052	2,904,052	2,904,052
2,211,909	9,487,826	3,002,655	SEWER PLANT CONST/DEBT SERV	1,216,454	1,216,454	1,216,454
5,017,555	14,161,049	8,227,332	TOTAL EXPENDITURES	7,534,882	7,534,882	7,534,882
-	-	103,164	DEBT SERVICE	97,232	97,232	97,232
4,758,815	6,120,254	3,005,174	TRANSFER OUT	4,148,975	4,148,975	4,148,975
-	-	135,092	CONTINGENCY	119,459	119,459	119,459
-	-	-	UNAPPROPRIATED ENDING BAL	-	-	-
4,758,815	6,120,254	3,243,430	TOTAL OTHER USES	4,365,666	4,365,666	4,365,666
9,776,370	20,281,303	11,470,762	TOTAL EXPENDS & OTHER USES	11,900,548	11,900,548	11,900,548
9,256,433	4,989,296	-	FUND TOTAL	-	-	-

**City of The Dalles, Oregon
Fiscal Year 2019-20 Budget
WASTE WATER FUND**

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	FY19/20 Proposed Budget	FY19/20 Approved Budget	FY19/20 Adopted Budget
WASTEWATER FUND 055							
REVENUES							
868,385	583,062	282,786	055-0000-300.00-00	BEGINNING BALANCE	1,089,445	1,089,445	1,089,445
-	-	21,426	055-0000-337.10-00	URBAN RENEWAL	21,854	21,854	21,854
-	-	-	055-0000-341.80-00	COPIES, PLANS, ORD'S	-	-	-
178,954	238,826	200,000	055-0000-341.90-00	MISC SALES AND SRVCE	345,000	345,000	345,000
250,897	249,703	248,000	055-0000-344.05-00	STORMWATER DRAINAGE CHARGES	232,000	232,000	232,000
5,066,827	5,085,005	5,076,640	055-0000-344.10-00	UTILITY SERVICE CHARGES	5,160,109	5,160,109	5,160,109
60,509	70,940	-	055-0000-344.80-00	DELINQUENT SEWER ASSMTS	40,000	40,000	40,000
21,090	21,312	15,000	055-0000-344.90-00	DELINQUENT ACCT INT	15,000	15,000	15,000
(61,885)	(75,273)	(50,000)	055-0000-345.20-00	UNCOLLECTIBLE ACCTS	(75,000)	(75,000)	(75,000)
16,306	12,978	11,000	055-0000-348.00-00	INTERDEPARTMENTAL REV	8,000	8,000	8,000
141	254	500	055-0000-361.00-00	INTEREST REVENUES	1,000	1,000	1,000
34,747	892	18,000	055-0000-369.00-00	OTHER MISC REVENUES	-	-	-
3,230	3,251	-	055-0000-392.00-00	SALE OF FIXED ASSETS	-	-	-
6,439,200	6,190,948	5,823,352	TOTAL WASTE WATER FUND REVENUES		6,837,408	6,837,408	6,837,408
EXPENSES							
732,775	736,710	794,739	055-5500-000.11-00	REGULAR SALARIES	789,897	789,897	789,897
9,822	776	15,600	055-5500-000.12-00	PARTTIME/TEMP SALARIES	15,600	15,600	15,600
23,627	16,660	46,700	055-5500-000.13-00	OVERTIME SALARIES	40,140	40,140	40,140
240,947	251,145	285,574	055-5500-000.21-10	MEDICAL INSURANCE	271,564	271,564	271,564
4,967	4,880	5,007	055-5500-000.21-20	L-T DISABILITY INSURANCE	4,976	4,976	4,976
594	600	650	055-5500-000.21-30	LIFE INSURANCE	650	650	650
34,508	26,475	35,814	055-5500-000.21-40	WORKERS COMP INSURANCE	18,546	18,546	18,546
56,549	55,218	65,564	055-5500-000.22-00	FICA	63,736	63,736	63,736
92,952	86,833	98,842	055-5500-000.23-00	RETIREMENT CONTRIBUTIONS	102,037	102,037	102,037
10,391	14,866	13,163	055-5500-000.28-00	VEBA CONTRIBUTIONS	11,385	11,385	11,385
265	259	208	055-5500-000.29-00	OTHER EMPLOYEE BENEFITS	169	169	169
1,207,398	1,194,423	1,361,861	TOTAL PERSONNEL SERVICE		1,318,700	1,318,700	1,318,700
13	13	13	Total Full-Time Equivalent (FTE)		13.12	13.12	13.12
998,245	981,475	1,053,716	055-5500-000.31-10	CONTRACTUAL SERVICES	1,118,009	1,118,009	1,118,009
10,947	12,042	15,451	055-5500-000.31-40	WASCO CO COMMUNICATIONS	15,712	15,712	15,712
-	-	4,500	055-5500-000.34-10	ENGINEERING SERVICES	4,500	4,500	4,500
21,910	21,965	34,959	055-5500-000.34-30	COMPUTER SERVICES	36,959	36,959	36,959
-	-	-	055-5500-000.34-50	SPECIAL STUDIES & REPORTS	-	-	-
11,242	10,399	14,365	055-5500-000.41-10	WATER & SEWER	13,910	13,910	13,910
9,263	11,619	24,450	055-5500-000.41-20	GARBAGE SERVICES	19,600	19,600	19,600
4,857	3,428	4,715	055-5500-000.41-30	NATURAL GAS	4,715	4,715	4,715
10,402	13,691	14,889	055-5500-000.41-40	ELECTRICITY	16,889	16,889	16,889
7,980	7,980	7,980	055-5500-000.42-00	JANITORIAL SERVICES	7,980	7,980	7,980
4,507	4,203	12,768	055-5500-000.43-10	BUILDINGS AND GROUNDS	9,750	9,750	9,750
135	-	1,200	055-5500-000.43-20	COMPUTERS	1,200	1,200	1,200
2,424	662	2,150	055-5500-000.43-30	RADIO EQUIPMENT	2,150	2,150	2,150
210	27	500	055-5500-000.43-40	OFFICE EQUIPMENT	500	500	500
1,181	9,766	11,000	055-5500-000.43-45	JOINT USE OF LABOR/EQUIP	14,000	14,000	14,000
65,650	81,479	75,000	055-5500-000.43-50	VEHICLES	74,938	74,938	74,938
21,357	29,312	29,470	055-5500-000.43-51	GAS/OIL/DIESEL/LUBRICANTS	28,820	28,820	28,820
13,850	3,674	7,025	055-5500-000.43-52	TIRES AND TIRE REPAIRS	7,300	7,300	7,300
2,069	2,323	11,460	055-5500-000.43-70	GENERAL EQUIPMENT	12,125	12,125	12,125
53,189	35,120	82,110	055-5500-000.43-71	SPECIAL UTILITY EQUIPMENT	82,110	82,110	82,110
7,495	7,844	9,900	055-5500-000.43-80	SHOP EQUIPMENT	9,337	9,337	9,337
855	1,259	2,500	055-5500-000.43-81	SERVICE PICKUP TOOLS	2,500	2,500	2,500
(67,576)	155,939	102,600	055-5500-000.43-86	LINE MAINT & SUPPLIES	102,600	102,600	102,600
966	1,301	1,336	055-5500-000.43-87	UTILITIES LOCATES	1,336	1,336	1,336
17,789	12,763	16,500	055-5500-000.44-20	RENTAL OF EQUIPMENT	16,500	16,500	16,500
67,365	65,394	71,935	055-5500-000.52-10	LIABILITY INSURANCE	72,042	72,042	72,042
19,245	17,897	17,688	055-5500-000.52-30	PROPERTY INSURANCE	18,573	18,573	18,573
10,697	14,434	15,879	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
304	687	2,420	055-5500-000.53-20	POSTAGE	3,220	3,220	3,220
8,226	9,382	8,400	055-5500-000.53-30	TELEPHONE	15,400	15,400	15,400
67	292	400	055-5500-000.53-40	LEGAL NOTICES	400	400	400
-	297	5,140	055-5500-000.53-60	PUBLIC EDUCATION/INFO	5,140	5,140	5,140
23	-	-	055-5500-000.54-00	ADVERTISING	-	-	-
12	47	1,245	055-5500-000.55-00	PRINTING AND BINDING	1,245	1,245	1,245
15,930	16,270	21,050	055-5500-000.57-00	PERMITS	21,050	21,050	21,050
708	354	1,780	055-5500-000.58-10	TRAVEL, FOOD & LODGING	1,980	1,980	1,980
5,840	4,618	14,753	055-5500-000.58-50	TRAINING AND CONFERENCES	15,353	15,353	15,353
4,367	2,968	5,179	055-5500-000.58-70	MEMBERSHIPS/DUES/SUBS	5,229	5,229	5,229
2,375	2,649	3,463	055-5500-000.60-10	OFFICE SUPPLIES	3,463	3,463	3,463
2,377	3,533	4,266	055-5500-000.60-20	JANITORIAL SUPPLIES	4,280	4,280	4,280
3,335	3,442	3,765	055-5500-000.60-80	CLOTHING	3,885	3,885	3,885
4,206	5,598	7,926	055-5500-000.60-85	SPECIAL DEPT SUPPLIES	8,726	8,726	8,726
649	2,346	9,900	055-5500-000.60-86	CHEMICAL/LAB SUPPLIES	10,100	10,100	10,100
57,507	32,111	86,975	055-5500-000.60-87	STREET CONST SUPPLIES	92,125	92,125	92,125
93	96	1,223	055-5500-000.64-10	BOOKS AND PERIODICALS	1,223	1,223	1,223
-	-	23,218	055-5500-000.64-80	COMPUTER SOFTWARE	25,218	25,218	25,218

**City of The Dalles, Oregon
Fiscal Year 2019-20 Budget
WASTE WATER FUND**

FY16/17	FY17/18	FY18/19		Account	FY19/20	FY19/20	FY19/20
Actual	Actual	Budget	Account Number	Description	Proposed Budget	Approved Budget	Adopted Budget
-	-	-	055-5500-000.69-50	MISCELLANEOUS EXPENSES	-	-	-
17,441	9,281	19,731	055-5500-000.69-80	ASSETS < \$5000	12,064	12,064	12,064
1,419,713	1,599,966	1,877,380	TOTAL MATERIALS AND SERVICES		1,945,676	1,945,676	1,945,676
-	12,543	25,000	055-5500-000.72-20	BUILDINGS	5,000	5,000	5,000
-	-	-	055-5500-000.73-30	IMPRVMTS OTHER THAN BLDGS	-	-	-
-	-	7,500	055-5500-000.74-10	MACHINERY	-	-	-
-	-	-	055-5500-000.74-20	VEHICLES	-	-	-
-	-	-	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	-	-	-
-	-	90,000	055-5500-000.74-80	PUMPS	-	-	-
-	7,150	53,510	055-5500-000.74-90	EQUIPMENT, OTHER	30,000	30,000	30,000
-	-	-	055-5500-000.75-10	CAPITAL PROJECTS	-	-	-
21,716	15,347	40,000	055-5500-000.76-30	SEWER LINES	97,000	97,000	97,000
7,409	12,017	72,000	055-5500-000.76-40	STORMWATER COLL IMPROVMTS	18,000	18,000	18,000
29,125	47,057	288,010	TOTAL CAPITAL OUTLAY		150,000	150,000	150,000
2,656,237	2,841,446	3,527,251	TOTAL WASTEWATER OPERATIONS		3,414,376	3,414,376	3,414,376
			OTHER USES				
344,255	312,305	334,914	055-9500-000.81-01	TO GENERAL FUND	384,594	384,594	384,594
152,090	151,871	152,299	055-9500-000.81-05	TO STREET FUND	154,803	154,803	154,803
80,000	120,000	265,785	055-9500-000.81-09	TO PUBLIC WKS RESRV FUND	200,000	200,000	200,000
3,788	-	-	055-9500.550.81-10	TO UNEMPLOYMENT FUND	4,166	4,166	4,166
59,774	59,932	60,011	055-9500-000.81-43	TO FFCO 2008 DEBT SVC FUND	60,010	60,010	60,010
509,994	245,000	548,000	055-9500-000.81-56	TO SEWER SPCL RESRV FUND	1,250,000	1,250,000	1,250,000
2,050,000	1,794,512	800,000	055-9500-000.81-57	PLANT CONSTRUCTION.DEBT	1,250,000	1,250,000	1,250,000
3,199,901	2,683,620	2,161,009	TOTAL OPERATING TRANSFERS OUT		3,303,573	3,303,573	3,303,573
-	-	135,092	055-9500-000.88-00	CONTINGENCY	119,459	119,459	119,459
-	-	135,092	TOTAL CONTINGENCY		119,459	119,459	119,459
3,199,901	2,683,620	2,296,101	TOTAL OTHER USES		3,423,032	3,423,032	3,423,032
5,856,138	5,525,066	5,823,352	GRAND TOTAL WASTEWATER FUND EXPENSES		6,837,408	6,837,408	6,837,408
583,062	665,882	-	TOTAL WASTEWATER FUND - REVENUES LESS EXPENSES		-	-	-

City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 Adopted Budget
WASTEWATER FUND 055						
REVENUES						
868,385	583,062	282,786	055-0000-300.00-00	BEGINNING BALANCE		1,089,445
	-	21,426	055-0000-337.10-00	URBAN RENEWAL		21,854
	-		055-0000-341.80-00	COPIES, PLANS, ORD'S		
178,954	238,826	200,000	055-0000-341.90-00	MISC SALES AND SRVCE		345,000
250,897	249,703	248,000	055-0000-344.05-00	STORMWATER DRAINAGE CHARGES		232,000
5,066,827	5,085,005	5,076,640	055-0000-344.10-00	UTILITY SERVICE CHARGES		5,160,109
60,509	70,940		055-0000-344.80-00	DELINQUENT SEWER ASSMTS		40,000
21,090	21,312	15,000	055-0000-344.90-00	DELINQUENT ACCT INT		15,000
(61,885)	(75,273)	(50,000)	055-0000-345.20-00	UNCOLLECTIBLE ACCTS		(75,000)
16,306	12,978	11,000	055-0000-348.00-00	INTERDEPARTMENTAL REV		8,000
141	254	500	055-0000-361.00-00	INTEREST REVENUES		1,000
34,747	892	18,000	055-0000-369.00-00	OTHER MISC REVENUES		-
3,230	3,251	-	055-0000-392.00-00	SALE OF FIXED ASSETS		-
6,439,200	6,190,948	5,823,352	TOTAL WASTE WATER FUND REVENUES			6,837,408
EXPENSES						
732,775	736,710	794,739	055-5500-000.11-00	REGULAR SALARIES		789,897
9,822	776	15,600	055-5500-000.12-00	PARTTIME/TEMP SALARIES		15,600
23,627	16,660	46,700	055-5500-000.13-00	OVERTIME SALARIES		40,140
240,947	251,145	285,574	055-5500-000.21-10	MEDICAL INSURANCE		271,564
4,967	4,880	5,007	055-5500-000.21-20	L-T DISABILITY INSURANCE		4,976
594	600	650	055-5500-000.21-30	LIFE INSURANCE		650
34,508	26,475	35,814	055-5500-000.21-40	WORKERS COMP INSURANCE		18,546
56,549	55,218	65,564	055-5500-000.22-00	FICA		63,736
92,952	86,833	98,842	055-5500-000.23-00	RETIREMENT CONTRIBUTIONS		102,037
10,391	14,866	13,163	055-5500-000.28-00	VEBA CONTRIBUTIONS		11,385
265	259	208	055-5500-000.29-00	OTHER EMPLOYEE BENEFITS		169
1,207,398	1,194,423	1,361,861	TOTAL PERSONNEL SERVICE			1,318,700
12.5	12.5	12.5	Total Full-Time Equivalent (FTE)			13.12
998,245	981,475	1,053,716	055-5500-000.31-10	CONTRACTUAL SERVICES		1,118,009
				WWTP Contract Operation	1,070,220	
				Bio Solids hauling	20,000	
				Weed Spray	650	
				Soils/Material Testing	500	
				Alarm testing/Monitoring	1,027	
				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 19/2)	3,000	
10,947	12,042	15,451	055-5500-000.31-40	WASCO CO COMMUNICATIONS		15,712
-	-	4,500	055-5500-000.34-10	ENGINEERING SERVICES		4,500
				Easement Surveys	4,500	
21,910	21,965	34,959	055-5500-000.34-30	COMPUTER SERVICES		36,959
				Arcview (ESRI)	600	
				AutoDeskAutoCad (DLT Solutions)	1,633	
				CH2M Hill Scada	5,500	
				Cues Support	2,500	
				Lucity Asset Mgt	4,623	
				Lucity I pads	5,500	
				MWH H2O Water/Sewer Pro (Innovyze)	1,500	
				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	

City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 Adopted Budget
				Wonderware WWTP (March)	4,825	
				SIS-E2 program mat (1/3)	500	
				HazCom (1/4) \$1000.00 (20/21)	2,000	
-	-	-	055-5500-000.34-50	SPECIAL STUDIES & REPORTS		-
11,242	10,399	14,365	055-5500-000.41-10	WATER & SEWER		13,910
9,263	11,619	24,450	055-5500-000.41-20	GARBAGE SERVICES		19,600
4,857	3,428	4,715	055-5500-000.41-30	NATURAL GAS		4,715
10,402	13,691	14,889	055-5500-000.41-40	ELECTRICITY		16,889
7,980	7,980	7,980	055-5500-000.42-00	JANITORIAL SERVICES		7,980
4,507	4,203	12,768	055-5500-000.43-10	BUILDINGS AND GROUNDS		9,750
				Shop Door Repair	1,500	
				Building Roof Repair	500	
				A/C Heat Electrical Systems	1,600	
				Int & Ext Maint	4,800	
				Irrigation/ Landscaping/Island Maint	800	
				Shop Fence/Yard Maint	550	
135		1,200	055-5500-000.43-20	COMPUTERS		1,200
				Computer Maintenance	1,200	
2,424	662	2,150	055-5500-000.43-30	RADIO EQUIPMENT		2,150
				Handheld/Vehicle/Base Radio Maint	950	
				Scada Radio Repairs	1,200	
210	27	500	055-5500-000.43-40	OFFICE EQUIPMENT		500
				Phones, Faxes, & office equipment	500	
1,181	9,766	11,000	055-5500-000.43-45	JOINT USE OF LABOR/EQUIP		14,000
				To Street Fund	12,000	
				To Water Fund	2,000	
65,650	81,479	75,000	055-5500-000.43-50	VEHICLES		74,938
				Vehicle Maint	74,938	
21,357	29,312	29,470	055-5500-000.43-51	GAS/OIL/DIESEL/LUBRICANTS		28,820
13,850	3,674	7,025	055-5500-000.43-52	TIRES AND TIRE REPAIRS		7,300
2,069	2,323	11,460	055-5500-000.43-70	GENERAL EQUIPMENT		12,125
				Jack Hammer/Large Saw Maint	5,775	
				Street Construction Equipment	2,750	
				Street Survey Equipment	1,000	
				Generator Maint	2,600	
53,189	35,120	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	
7,495	7,844	9,900	055-5500-000.43-80	SHOP EQUIPMENT		9,337
				Shop Tools	2,884	
				Shop Tool Fasteners/Sealants	2,245	
				Shop Equipment Maintenance	1,609	
				Hand tools/supplies	2,599	
855	1,259	2,500	055-5500-000.43-81	SERVICE PICKUP TOOLS		2,500
(67,576)	155,939	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	
966	1,301	1,336	055-5500-000.43-87	UTILITIES LOCATES		1,336
				Utility Notification Center	166	
				Locate supplies	1,170	
17,789	12,763	16,500	055-5500-000.44-20	RENTAL OF EQUIPMENT		16,500
67,365	65,394	71,935	055-5500-000.52-10	LIABILITY INSURANCE		72,042
19,245	17,897	17,688	055-5500-000.52-30	PROPERTY INSURANCE		18,573
10,697	14,434	15,879	055-5500-000.52-50	AUTOMOTIVE INSURANCE		11,020
-	-	10,500	055-5500-000.52-60	INSURANCE DEDUCTIBLES		10,500

**City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget**

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 Adopted Budget
304	687	2,420	055-5500-000.53-20	POSTAGE		3,220
				Direct Mailings	2,720	
				Shipping for parts/core returns	500	
8,226	9,382	8,400	055-5500-000.53-30	TELEPHONE		15,400
				Phone system	12,000	
				Cell phone/Field Laptop services	2,200	
				Scada T-1	1,200	
67	292	400	055-5500-000.53-40	LEGAL NOTICES		400
				Public Notices and Permits	400	
-	297	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	
23	-	-	055-5500-000.54-00	ADVERTISING		-
12	47	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	
15,930	16,270	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	
708	354	1,780	055-5500-000.58-10	TRAVEL, FOOD & LODGING		1,980
				OUCC/ Aqua meetings	530	
				NSPE/ASCE Meeting	150	
				Employee Meetings/Room Rentals	1,300	
5,840	4,618	14,753	055-5500-000.58-50	TRAINING AND CONFERENCES		15,353
				Employee/Eng/Safety Officer/Office Training	12,583	
				Flagging	400	
				First Aid/CPR Training	400	
				Crane Training	1,970	
4,367	2,968	5,179	055-5500-000.58-70	MEMBERSHIPS/DUES/SUBS		5,229
				APWA Membership Dues	203	
				ASCE	187	
				CDL Medical Exams	818	
				Water Certifications/Renewals	2,400	
				Local OUCC Dues	20	
				Nat. Soc. for PE's	86	
				OAWU- Associate Member	475	
				OR-ACWA Dues	700	
				OSBELLS	100	
				TD Chronicle	40	
				Water Env. Federation	200	
2,375	2,649	3,463	055-5500-000.60-10	OFFICE SUPPLIES		3,463
				Office Supplies/toner	2,680	
				Copy Paper	783	
2,377	3,533	4,266	055-5500-000.60-20	JANITORIAL SUPPLIES		4,280
				Cintas	3,500	
				Cleaning supplies	780	
3,335	3,442	3,765	055-5500-000.60-80	CLOTHING		3,885
				Clothing Allowance	2,500	
				Rubber Boots Steel Toe	685	
				Rain Gear	700	
4,206	5,598	7,926	055-5500-000.60-85	SPECIAL DEPT SUPPLIES		8,726
				First Aid/Safety Supplies	380	
				Personal Protection Equipment	4,153	
				Safety Toe Boots	2,843	
				Safety Vests	650	
				Hearing/Respirator tests/ HBV Vaccine	700	
649	2,346	9,900	055-5500-000.60-86	CHEMICAL/LAB SUPPLIES		10,100
				Vector Control	500	
				Sanitary/Storm Monitoring/Dye	200	
				Absorbants for spills	1,100	

City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 Adopted Budget
				Bioassy/Hazmat Testing	8,100	
				H2S reagents	200	
57,507	32,111	86,975	055-5500-000.60-87	STREET CONST SUPPLIES		92,125
				Construction Signs/Cones/Barricades	3,650	
				Asphalt Hot Mix/Cold Mix	20,600	
				Rock/Concrete	67,875	
93	96	1,223	055-5500-000.64-10	BOOKS AND PERIODICALS		1,223
				Manuals	933	
				City Directory	90	
				Certification Study Material	200	
-	-	23,218	055-5500-000.64-80	COMPUTER SOFTWARE		25,218
				WWC	3,200	
				Lucity	18,200	
				MS Office for computers in 6980	818	
				Engineering Software	1,000	
				HazCom	2,000	
-	-	-	055-5500-000.69-50	MISCELLANEOUS EXPENSES		-
17,441	9,281	19,731	055-5500-000.69-80	ASSETS < \$5000		12,064
				Survey equipment	500	
				Computers/Printers	4,401	
				Furniture/Map files	1,163	
				Confined space equipment	6,000	
1,419,713	1,599,966	1,877,380		TOTAL MATERIALS AND SERVICES		1,945,676
	12,543	25,000	055-5500-000.72-20	BUILDINGS		5,000
				PW shop shelving	5,000	
		-	055-5500-000.73-30	IMPRVMTS OTHER THAN BLDGS		-
		7,500	055-5500-000.74-10	MACHINERY		-
		90,000	055-5500-000.74-80	PUMPS		-
	7,150	53,510	055-5500-000.74-90	EQUIPMENT, OTHER		30,000
				Polyblend Machine	30,000	
		-	055-5500-000.75-10	CAPITAL PROJECTS		-
21,716	15,347	40,000	055-5500-000.76-30	SEWER LINES		97,000
				9TH St 464 feet East	25,000	
				9TH St and Lincoln to 10TH and East	32,000	
				Sugar Bowl Alley Garrison East	40,000	
7,409	12,017	72,000	055-5500-000.76-40	STORMWATER COLL IMPROVMTS		18,000
				Lincoln: 9th to 10th	18,000	
29,125	47,057	288,010		TOTAL CAPITAL OUTLAY		150,000
2,656,237	2,841,446	3,527,251		TOTAL WASTEWATER OPERATIONS		3,414,376
				OTHER USES		
344,255	312,305	334,914	055-9500-000.81-01	TO GENERAL FUND		384,594
152,090	151,871	152,299	055-9500-000.81-05	TO STREET FUND		154,803
80,000	120,000	265,785	055-9500-000.81-09	TO PUBLIC WKS RESRV FUND		200,000
3,788	-	-	055-9500.550.81-10	TO UNEMPLOYMENT FUND		4,166
59,774	59,932	60,011	055-9500-000.81-43	TO FFCO 2008 DEBT SVC FUND		60,010
509,994	245,000	548,000	055-9500-000.81-56	TO SEWER SPCL RESRV FUND		1,250,000
				For Sanitary Sewer projects	1,018,000	
				For Stormwater Master Plan projects	232,000	
2,050,000	1,794,512	800,000	055-9500-000.81-57	PLANT CONSTRUCTION.DEBT		1,250,000
3,199,901	2,683,620	2,161,009		TOTAL OPERATING TRANSFERS OUT		3,303,573
-	-	135,092	055-9500-000.88-00	CONTINGENCY		119,459
-	-	135,092		TOTAL CONTINGENCY		119,459
3,199,901	2,683,620	2,296,101		TOTAL OTHER USES		3,423,032
5,856,138	5,525,066	5,823,352		GRAND TOTAL WASTEWATER FUND EXPENSES		6,837,408
583,062	665,882	-		TOTAL WASTEWATER FUND - REVENUES LESS EXPENSES		-

City of The Dalles, Oregon
Fiscal Year 2019-20 Budget
SEWER SPECIAL RESERVE FUND

FY16/17	FY17/18	FY18/19		Account	FY19/20	FY19/20	FY19/20
Actual	Actual	Budget	Account Number	Description	Proposed	Approved	Adopted
					Budget	Budget	Budget
				SEWER SPECIAL RESERVE FUND 056			
				REVENUES			
3,198,980	3,151,122	1,088,755	056-0000-300.00-00	BEGINNING BALANCE	1,584,156	1,584,156	1,584,156
-	-	-	056-0000-330.00-00	INTERGOVERNMENTAL REVENUE	-	-	-
508,901	132,044	35,780	056-0000-344.20-00	CONNECT CHRGS/ SW SDC	39,358	39,358	39,358
22,572	136,097	6,840	056-0000-344.20-10	CONNECT CHRGS/ STORM WA SDC	7,524	7,524	7,524
-	-	-	056-0000-344.20-20	REIMBURSEMENT DISTRICT PMTS	-	-	-
35,114	40,975	25,000	056-0000-361.00-00	INTEREST REVENUES	30,000	30,000	30,000
32,040	-	-	056-0000-369.00-00	OTHER MISC REVENUES	-	-	-
509,994	245,000	548,000	056-0000-391.55-00	WASTEWATER UTILITY FUND	1,250,000	1,250,000	1,250,000
4,307,600	3,705,238	1,704,375		TOTAL SEWER SPECIAL RESERVE FUND REVENUES	2,911,038	2,911,038	2,911,038
				EXPENDITURES			
-	-	-	056-5600-000.31-10	CONTRACTUAL SERVICES	-	-	-
-	-	-	056-5600-000.34-10	ENGINEERING SERVICES	-	-	-
-	-	-	056-5600-000.53-40	LEGAL NOTICES	-	-	-
3,364	-	-	056-5600-000.71-10	LAND-SEWER SPECIAL RESERVE	-	-	-
3,364	-	-		TOTAL MATERIALS & SERVICES	-	-	-
-	-	-	056-5600-000.74-80	PUMPS	-	-	-
-	-	-	056-5600-000.75-10	CAPITAL PROJECTS	-	-	-
146,045	851,696	1,257,761	056-5600-000.76-30	SEWER LINES	1,945,192	1,945,192	1,945,192
-	980,081	439,665	056-5600-000.76-40	STORM WATER IMPROVEMENTS	958,860	958,860	958,860
-	-	-	056-5600-000.78-99	FUTURE CAPITAL PROJECTS	-	-	-
146,045	1,831,777	1,697,426		TOTAL CAPITAL OUTLAY	2,904,052	2,904,052	2,904,052
149,409	1,831,777	1,697,426		TOTAL SEWER SPECIAL RESERVE FUND OPERATIONS	2,904,052	2,904,052	2,904,052
				OTHER USES			
-	-	-	056-9500-000.81-37	TO CAPITAL PROJECT FUND	-	-	-
7,069	7,158	6,949	056-9500-000.81-44	TO 2009 FFCO DEBT SVC FUND	6,986	6,986	6,986
1,000,000	375,000	-	056-9500-000.81-57	TO SW PLANT CONSTC FUND	-	-	-
1,007,069	382,158	6,949		TOTAL OPERATING TRANSFERS OUT	6,986	6,986	6,986
1,007,069	382,158	6,949		TOTAL OTHER USES	6,986	6,986	6,986
1,156,478	2,213,935	1,704,375		GRAND TOTAL SEWER SPECIAL RESERVE FUND EXPENSES	2,911,038	2,911,038	2,911,038
3,151,122	1,491,303	-		SEWER SPECIAL RESERVE FUND - REVENUE LESS EXPENSES	-	-	-

City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 Adopted Budget
SEWER SPECIAL RESERVE FUND 056						
REVENUES						
3,198,980	3,151,122	1,088,755	056-0000-300.00-00	BEGINNING BALANCE		1,584,156
-			056-0000-330.00-00	INTERGOVERNMENTAL REVENUE		-
508,901	132,044	35,780	056-0000-344.20-00	CONNECT CHRGS/ SW SDC		39,358
22,572	136,097	6,840	056-0000-344.20-10	CONNECT CHRGS/ STORM WA SDC		7,524
			056-0000-344.20-20	REIMBURSEMENT DISTRICT PMTS		-
35,114	40,975	25,000	056-0000-361.00-00	INTEREST REVENUES		30,000
32,040	-	-	056-0000-369.00-00	OTHER MISC REVENUES		-
509,994	245,000	548,000	056-0000-391.55-00	WASTEWATER UTILITY FUND		1,250,000
4,307,600	3,705,238	1,704,375	TOTAL SEWER SPECIAL RESERVE FUND REVENUES			2,911,038
EXPENDITURES						
3,364			056-5600-000.71-10	LAND-SEWER SPECIAL RESERVE		-
3,364	-	-	TOTAL MATERIALS & SERVICES			-
-			056-5600-000.74-80	PUMPS		-
-			056-5600-000.75-10	CAPITAL PROJECTS		-
146,045	851,696	1,257,761	056-5600-000.76-30	SEWER LINES		1,945,192
				W 2nd St Sanitary (Rates + SDCs) Ph. 2	877,740	
				I84 Under Crossing	390,000	
				Scenic Drive up grade	205,000	
				Slip Line Projects	375,000	
				Future sewer projects	97,452	
-	980,081	439,665	056-5600-000.76-40	STORM WATER IMPROVEMENTS		958,860
				W 2nd St Stormwater (Stm water fees + SDCs)Ph.2	958,860	
-			056-5600-000.78-99	FUTURE CAPITAL PROJECTS		-
146,045	1,831,777	1,697,426	TOTAL CAPITAL OUTLAY			2,904,052
146,045	1,831,777	1,697,426	TOTAL SEWER SPECIAL RESERVE FUND OPERATIONS			2,904,052
OTHER USES						
7,069	7,158	6,949	056-9500-000.81-44	TO 2009 FFCO DEBT SVC FUND		6,986
1,000,000	375,000		056-9500-000.81-57	TO SW PLANT CONSTC FUND		-
1,007,069	382,158	6,949	TOTAL OPERATING TRANSFERS OUT			6,986
1,007,069	382,158	6,949	TOTAL OTHER USES			6,986
1,156,478	2,213,935	1,704,375	GRAND TOTAL SEWER SPECIAL RESERVE FUND EXPENSES			2,911,038
3,151,122	1,491,303	-	SEWER SPECIAL RESERVE FUND - REVENUE LESS EXPENSES			-

City of The Dalles, Oregon
Fiscal Year 2019-20 Budget
SEWER PLANT CONSTRUCTION/DEBT SERVICE

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Description Account	FY19/20 Proposed Budget	FY19/20 Approved Budget	FY19/20 Adopted Budget
SEWER PLANT CONSTRUCTION / DEBT SERVICE FUND 057							
REVENUES							
5,174,036	5,522,249	3,128,035	057-0000-300.00-00	BEGINNING BALANCE	882,102	882,102	882,102
-	-	-	057-0000-335.57-00	STATE GRANT REVENUE - Renewal Power Generation Grants	-	-	-
-	1,433,927	-	057-0000-331.90-00	FEDERAL GRANTS (SRF Loan)	-	-	-
61,967	53,321	15,000	057-0000-361.00-00	INTEREST REVENUES	20,000	20,000	20,000
2,050,000	1,794,512	800,000	057-0000-391.55-00	WASTEWATER UTILITY FUND	1,250,000	1,250,000	1,250,000
1,000,000	375,000	-	057-0000-391.56-00	WASTEWATER CAPITAL FUND	-	-	-
-	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	-	-	-
8,286,003	15,374,413	3,943,035	TOTAL SEWER PLANT CONTS/DEBT SVC REVENUES		2,152,102	2,152,102	2,152,102
EXPENDITURES							
-	-	-	057-5700-000.31-10	CONTRACTUAL SERVICES	-	-	-
-	-	-	057-5700-000.34-10	ENGINEERING SERVICES	-	-	-
-	-	-	057-5700-000.53-40	LEGAL NOTICES	-	-	-
-	-	-	TOTAL MATERIALS AND SERVICES		-	-	-
-	-	-	057-5700-000.71-10	LAND	-	-	-
-	-	-	057-5700-000.72-20	BUILDINGS	-	-	-
-	-	-	057-5700-000.73-50	CONSTRUCTION CONTRACTS	-	-	-
-	-	-	057-5700-000.74-10	MACHINERY	-	-	-
-	-	100,000	057-5700-000.74-90	EQUIPMENT, OTHER	200,000	200,000	200,000
2,211,909	9,487,826	2,902,655	057-5700-000.75-10	CAPITAL PROJECTS	1,016,454	1,016,454	1,016,454
-	-	-	057-5700-000.76-30	SEWER LINES	-	-	-
2,211,909	9,487,826	3,002,655	TOTAL CAPITAL OUTLAY		1,216,454	1,216,454	1,216,454
2,211,909	9,487,826	3,002,655	TOTAL SEWER PLANT CONST/DEBT SVC OPERATIONS		1,216,454	1,216,454	1,216,454
DEBT SERVICE							
-	-	41,594	057-5700-000.79-30	To 2017 CWSRF(CLEAN WATER LOAN) PRINCIPAL	59,798	59,798	59,798
-	-	61,570	057-5700-000.79-40	To 2017 CWSRF (CLEAN WATER LOAN) INTEREST	37,434	37,434	37,434
-	-	103,164	TOTAL DEBT SERVICE		97,232	97,232	97,232
551,845	2,549,319	-	057-9500-000.81-58	DEBT SERVICE FUND	-	-	-
-	505,158	837,216	057-9500-000.81-59	TO UTILITY REVENUE BOND	838,416	838,416	838,416
551,845	3,054,476	837,216	TOTAL OPERATING TRANSFERS OUT		838,416	838,416	838,416
551,845	3,054,476	837,216	TOTAL OTHER USES		935,648	935,648	838,416
2,763,754	12,542,302	3,943,035	GRAND TOTAL SEWER PLANT CONSTRUCTION EXPENSES		2,152,102	2,152,102	2,152,102
5,522,249	2,832,110	-	SEWER PLANT CONSTRUCTION FUND - REVENUES LESS EXPENSES		-	-	-

City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 Adopted Budget
SEWER PLANT CONSTRUCTION FUND 057						
REVENUES						
5,174,036	5,522,249	3,128,035	057-0000-300.00-00	BEGINNING BALANCE		882,102
-	-	-	057-0000-335.57-00	STATE GRANT REVENUE - Renewal Power Generation Grants		-
-	1,433,927	-	057-0000-331.90-00	FEDERAL GRANTS (SRF Loan)		-
61,967	53,321	15,000	057-0000-361.00-00	INTEREST REVENUES		20,000
2,050,000	1,794,512	800,000	057-0000-391.55-00	WASTEWATER UTILITY FUND		1,250,000
1,000,000	375,000	-	057-0000-391.56-00	WASTEWATER CAPITAL FUND		-
-	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		-
8,286,003	15,374,413	3,943,035	TOTAL SEWER PLANT CONTS/DEBT SVC REVENUES			2,152,102
-	-	100,000	057-5700-000.74-90	EQUIPMENT, OTHER WWTP MCC upgrade	200,000	200,000
2,211,909	9,487,826	2,902,655	057-5700-000.75-10	CAPITAL PROJECTS Future wastewater projects	1,016,454	1,016,454
2,211,909	9,487,826	3,002,655	TOTAL CAPITAL OUTLAY			1,216,454
2,211,909	9,487,826	3,002,655	TOTAL SEWER PLANT CONST/DEBT SVC OPERATIONS			1,216,454
DEBT SERVICE						
-	-	41,594	057-5700-000.79-30	To 2017 CWSRF(CLEAN WATER LOAN) PRINCIPAL		59,798
-	-	61,570	057-5700-000.79-40	To 2017 CWSRF (CLEAN WATER LOAN) INTEREST		37,434
-	-	103,164	TOTAL DEBT SERVICE			97,232
551,845	2,549,319	-	057-9500-000.81-58	DEBT SERVICE FUND Paid off with new Utility Revenue Bond	0	-
-	505,158	-	057-9500-000.81-59	TO UTILITY REVENUE DEBT SVC FUND 2003 WW Revenue Bond refund 2018 WW Revenue Bond new monies		838,416
-	-	837,216				
551,845	3,054,477	837,216	TOTAL OPERATING TRANSFERS OUT			838,416
551,845	3,054,477	837,216	TOTAL OTHER USES			838,416
2,763,754	12,542,303	3,943,035	GRAND TOTAL SEWER PLANT CONSTRUCTION EXPENSES			2,152,102
5,522,249	2,832,110	-	SEWER PLANT CONSTRUCTION FUND - REVENUES LESS EXPENSES			-

City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget
AIRPORT

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

Mission

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

Description

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

2019-2020 Goals, Projects and Highlight

- West side Tarmac Rehab/Parking Ramp in front of Terminal
- Construct an Alternate Grass Landing Area (AGLA)
- Construct drainage area for new hangars
- Design of a new terminal building if a grant is received
- Work with private party to build an 11 unit T hangars
- Establish new tenants in Business Park and in new hangars
- Selection of developer for world-class golf course
- Completion of 3 new aviation hangars in partnership with Tac Aero

2018-2019 Accomplishments/Comments

- 1.8 million dollar FAA grant along with \$150,000 Oregon COAR grant secured for completion of Tarmac Rehab/Parking Ramp project in FY19/20
- \$225,000 FAA grant and \$12,500 engineering grant from Washington Department of Aviation used to complete engineering on West side Tarmac Rehab/Parking Ramp
- Construction of drainage pond for new hangars completed for newly constructed hangar
- Held fourth annual Fly-In

Major Issues to be resolved in the next five years

- Financial sustainability of airport operations
- Charter or taxi air services.
- Attract Industrial Park tenants.
- Construct new airport terminal with small conference space.
- Runway 7/25 rehabilitation.
- Runway extension 13/31 to permit use by larger jets.
- Re-alignment of Dallesport Road for addition useable runway length.
- Develop plans for Airport property south of Dallesport road.
- Installation of taxiway lighting.
- RV Park and Cabin park area.
- Obtain FAA approval for rehabilitation of Runway 7/25

**City of The Dalles, Oregon
Fiscal Year 2019-20 Budget
AIRPORT SUMMARY**

FY16/17 <u>Actual</u>	FY17/18 <u>Actual</u>	FY18/19 <u>Budget</u>	<u>Account Description</u>	FY19/20 <u>Proposed Budget</u>	FY19/20 <u>Approved Budget</u>	FY19/20 <u>Adopted Budget</u>
1,663,239	1,391,366	416,325	BEGINNING BALANCE	343,666	343,666	343,666
1,778,456	507,718	463,441	REVENUES	2,314,683	2,314,683	2,314,683
133,357	66,562	67,000	OTHER SOURCES	70,800	70,800	70,800
3,575,052	1,965,646	946,766	TOTAL RESOURCES	2,729,149	2,729,149	2,729,149
2,183,686	1,870,097	534,943	AIRPORT	2,293,179	2,293,179	2,293,179
2,183,686	1,870,097	534,943	TOTAL EXPENDITURES	2,293,179	2,293,179	2,293,179
-	-	-	CHARGES FOR SERVICES	-	-	-
-	68,437	-	TRANSFER OUT	-	-	-
-	-	411,823	CONTINGENCY	435,970	435,970	435,970
-	-	-	UNAPPROPRIATED ENDING BAL	-	-	-
-	68,437	411,823	TOTAL OTHER USES	435,970	435,970	435,970
2,183,686	1,938,534	946,766	TOTAL EXPENDS & OTHER USES	2,729,149	2,729,149	2,729,149
1,391,366	27,111	-	FUND TOTAL	-	-	-

**City of The Dalles, Oregon
Fiscal Year 2019-20 Budget
AIRPORT FUND**

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Description Account	FY19/20 Proposed Budget	FY19/20 Approved Budget	FY19/20 Adopted Budget
			AIRPORT FUND 061				
			REVENUES				
1,663,239	1,391,366	416,325	061-0000-300.00-00	BEGINNING BALANCE	343,666	343,666	343,666
231,786	65,000	65,000	061-0000-330.00-00	INTERGOVERNMENTAL REV	65,000	65,000	65,000
73,494	-	-	061-0000-330.10-00	OTHER WA	-	-	-
-	-	100,000	061-0000-330.15-00	OTHER OR	100,000	100,000	100,000
1,350,099	95,312	200,000	061-0000-331.20-00	FEDERAL GRANTS-FAA	1,800,000	1,800,000	1,800,000
-	200,000	-	061-0000-331.90-00	FEDERAL GRANTS-MISC	-	-	-
-	-	20,000	061-0000-334.80-00	WASHINGTON STATE GRANTS	-	-	-
-	-	-	061-0000-334.90-00	STATE GRANTS, OTHER	150,000	150,000	150,000
7,821	7,439	5,000	061-0000-341.90-00	MISC SALES & SVCS	2,500	2,500	2,500
8,688	9,626	8,500	061-0000-347.00-00	AVIATION FUEL SALES	11,500	11,500	11,500
11,756	1,547	1,500	061-0000-361.00-00	INTEREST REVENUES	8,345	8,345	8,345
94,811	128,793	63,441	061-0000-363.50-00	PROPERTY RENTALS	177,338	177,338	177,338
7,476	1,562	2,000	061-0000-369.00-00	OTHER MISC REVENUES	5,800	5,800	5,800
125,000	65,000	65,000	061-0000-391.01-00	GENERAL FUND	65,000	65,000	65,000
881	-	-	061-0000-392.00-00	SALE OF FIXED ASSETS	-	-	-
-	-	-	061-0000-393.10-00	LOAN/BOND PROCEEDS	-	-	-
3,575,052	1,965,646	946,766	TOTAL AIRPORT FUND REVENUES		2,729,149	2,729,149	2,729,149
			EXPENSES				
9,573	16,475	1,800	061-6100-000.31-10	CONTRACTUAL SERVICES	1,200	1,200	1,200
112,743	114,141	114,000	061-6100-000.31-90	CONTRACTUAL SVC - OTHER	117,534	117,534	117,534
-	-	6,050	061-6100-000.32.10	AUDITING SERVICES	6,050	6,050	6,050
-	-	-	061-6100-000.34.10	ENGINEERING SVC	1,000	1,000	1,000
6,595	9,039	9,000	061-6100-000.41-10	WATER & SEWER	9,300	9,300	9,300
1,048	176	500	061-6100-000.41-20	GARBAGE SERVICES	250	250	250
13,599	14,946	10,000	061-6100-000.41-40	ELECTRICITY	10,000	10,000	10,000
34,533	18,280	19,000	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
4,951	6,441	6,000	061-6100-000.43-50	VEHICLES - REPAIR/MAINT	6,500	6,500	6,500
1,321	2,178	1,500	061-6100-000.43-51	GAS/OIL/DIESEL	2,200	2,200	2,200
8,909	9,626	11,000	061-6100-000.46-10	PROPERTY TAXES	13,000	13,000	13,000
7,680	8,080	9,100	061-6100-000.52-10	LIABILITY INSURANCE	9,500	9,500	9,500
10,073	11,929	14,888	061-6100-000.52-30	PROPERTY INSURANCE	13,000	13,000	13,000
346	285	300	061-6100-000.53-20	POSTAGE	300	300	300
3,151	3,100	1,720	061-6100-000.53-30	TELEPHONE	1,800	1,800	1,800
595	-	250	061-6100-000.53-40	LEGAL NOTICES	250	250	250
6,692	1,616	560	061-6100-000.54-00	ADVERTISING	10,000	10,000	10,000
503	1,094	1,500	061-6100-000.57-00	PERMITS	1,000	1,000	1,000
1,582	679	2,000	061-6100-000.58-10	TRAVEL, FOOD & LODGING	2,000	2,000	2,000
990	1,115	1,800	061-6100-000.58-50	TRAINING AND CONFERENCES	1,800	1,800	1,800
732	491	495	061-6100-000.58-70	MEMBERSHIPS/DUES	500	500	500
17	653	480	061-6100-000.60-10	OFFICE SUPPLIES	750	750	750
101	17,406	1,000	061-6100-000.69-50	MISCELLANEOUS EXP	1,000	1,000	1,000
1,095	3,412	1,000	061-6100-000.69-80	ASSETS < \$5000	4,500	4,500	4,500
226,827	241,768	214,943	TOTAL MATERIALS AND SERVICES		234,434	234,434	234,434
-	-	100,000	061-6100-000.72-20	BUILDINGS	100,000	100,000	100,000
428,923	1,561,706	-	061-6100-000.72-30	BUILDINGS-HANGER	-	-	-
1,527,936	66,623	220,000	061-6100-000.73-30	IMPROVEMENTS OTHER	1,958,745	1,958,745	1,958,745
-	-	-	061-6100-000.74-10	MACHINERY	-	-	-
1,956,859	1,628,329	320,000	TOTAL CAPITAL OUTLAY		2,058,745	2,058,745	2,058,745
2,183,686	1,870,097	534,943	TOTAL AIRPORT OPERATIONS EXPENSES		2,293,179	2,293,179	2,293,179
-	68,437	-	061-9500-000.81-62	TO AIRPORT DEBT SERVICE	-	-	-
-	68,437	-	TOTAL OPERATING TRANSFERS OUT		-	-	-
-	-	411,823	061-9500-000.88-00	CONTINGENCY	435,970	435,970	435,970
-	-	411,823	TOTAL CONTINGENCY		435,970	435,970	435,970
-	68,437	411,823	TOTAL OTHER USES		435,970	435,970	435,970
2,183,686	1,938,534	946,766	GRAND TOTAL AIRPORT FUND EXPENSES		2,729,149	2,729,149	2,729,149
1,391,366	27,111	-	TOTAL AIRPORT FUND - REVENUES LESS EXPENSES		-	-	-

City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 Adopted Budget
AIRPORT FUND 061						
REVENUES						
1,663,239	1391366	416,325	061-0000-300.00-00	BEGINNING BALANCE		343,666
				Current Year Beginning Balance	27,111	
				Current Year Revenues	727,720	
				Current Year Expenditures	411,165	
231,786	65000	65,000	061-0000-330.00-00	INTERGOVERNMENTAL REV		65,000
				Klicitat County share of Airport Funding		
73,494	-	-	061-0000-330.10-00	OTHER WA		
				Klicitat County contribution (not a loan)		
-	-	100,000	061-0000-330.15-00	OTHER OR		100,000
				MCEDD or other for new Airport		
1,350,099	95312	200,000	061-0000-331.20-00	FEDERAL GRANTS-FAA		1,800,000
-	200,000	-	061-0000-331.90-00	FEDERAL GRANTS-MISC		
-	-	20,000	061-0000-334.80-00	WASHINGTON STATE GRANTS		-
-	-	-	061-0000-334.90-00	OREGON STATE GRANTS		150,000
7,821	7439	5,000	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		
8,688	9626	8,500	061-0000-347.00-00	AVIATION FUEL SALES		11,500
				Fuel sales from FBO flowage fee sliding scale based on total annual gallons sold		
11,756	1547	1,500	061-0000-361.00-00	INTEREST REVENUES		8,345
94,811	128,793	63,441	061-0000-363.50-00	PROPERTY RENTALS		177,338
				Total Property Rental Revenue minus debt service (FY 19/20 Project Revenue 345,590.82 - FY 19/20 \$168,253 debt service)		
7,476	1,562	2,000	061-0000-369.00-00	OTHER MISC REVENUES		5,800
				FY19/20 Revenue is primarily from the rent of the closed runway such as Team Oregon for motorcycle training and other activities on the runway.		
125,000	65,000	65,000	061-0000-391.01-00	GENERAL FUND		65,000
				City's share of the match with Klickitat County to fund airport		
881	-	-	061-0000-392.00-00	SALE OF FIXED ASSETS		-
3,575,052	1,965,645	946,766	TOTAL AIRPORT FUND REVENUES			2,729,149
EXPENSES						
9,573	16,475	1,800	061-6100-000.31-10	CONTRACTUAL SERVICES		1,200
				Internet Services	1,200	
112,743	114,141	114,000	061-6100-000.31-90	CONTRACTUAL SVC - OTHER		117,534
				18/19 \$114,00 Contract stipulate increase based on CPI. 12 month CPI in 2018 was 3.1		
				Airport management base amount	117,535	
-	-	6,050	061-6100-000.32-10	AUDITING SERVICES		6,050
		-	061-6100-000.34-10	ENGINEERING SVC		1,000
6,595	9,039	9,000	061-6100-000.41-10	WATER & SEWER		9,300
				FY17/18 - three water rate increases in		
1,048	176	500	061-6100-000.41-20	GARBAGE SERVICES		250
13,599	14,946	10,000	061-6100-000.41-40	ELECTRICITY		10,000
34,533	18,280	19,000	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 dispensing island.	5,000	
				Routine maintenance		
				Special Project: Otis Hanger Rehab	5,000	

City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 Adopted Budget
-	606	1,000	061-6100-000.43-45	Special Project: Paint existing	10,000	
				JOINT USE OF LABOR		1,000
4,951	6,441	6,000	061-6100-000.43-50	Assistance from Public Works	1,000	
				VEHICLES - REPAIR/MAINT		6,500
				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.		
1,321	2,178	1,500	061-6100-000.43-51	GAS/OIL/DIESEL		2,200
				35 acres in Business Park & increase in snow removal expenses for Life Flight		
8,909	9,626	11,000	061-6100-000.46-10	PROPERTY TAXES		13,000
				One-half of the property taxes		
7680	8,080	9,100	061-6100-000.52-10	LIABILITY INSURANCE		9,500
10,073	11,929	14,888	061-6100-000.52-30	PROPERTY INSURANCE		13,000
				Will increase with new hangars & Flex		
346	285	300	061-6100-000.53-20	POSTAGE		300
3,151	3,100	1,720	061-6100-000.53-30	TELEPHONE		1,800
595	-	250	061-6100-000.53-40	LEGAL NOTICES		250
				RFP For Airport Hangar		
6,692	1,616	560	061-6100-000.54-00	ADVERTISING		10,000
503	1,094	1,500	061-6100-000.57-00	PERMITS		1,000
				SEPA, Stormwater		
1,582	679	2,000	061-6100-000.58-10	TRAVEL, FOOD & LODGING		2,000
				Trade Shows and WA/OR Airport	2,000	
990	1,115	1,800	061-6100-000.58-50	TRAINING AND CONFERENCES		1,800
				Registrations for FAA, WA & OR Dept of Aviation Conferences and WA & OR		
732	491	495	061-6100-000.58-70	MEMBERSHIPS/DUES		500
				Airport associations		
17	653	480	061-6100-000.60-10	OFFICE SUPPLIES		750
101	17,406	1,000	061-6100-000.69-50	MISCELLANEOUS EXP		1,000
1,095	3,412	1,000	061-6100-000.69-80	ASSETS < \$5000		4,500
				For items costing less than \$5,000 but having a life over 1 year that do not add		
				Dump Truck	3,500	
				Golf Cart	1,000	
226,827	241,768	214,943	TOTAL MATERIALS AND SERVICES			234,434
-	-	100,000	061-6100-000.72-20	BUILDINGS		100,000
				Architectural fees for design of new Terminal Building , if grant is received		
428,923	1,561,706	-	061-6100-000.72-30	BUILDINGS-HANGAR		-
1,527,936	66,623	220,000	061-6100-000.73-30	IMPROVEMENTS OTHER		1,958,745
				Tarmac Rehab	1,800,000	
				Pavement management program	20,000	
				Drainage System for New Hangar	25,000	
				Engineering Main Water Line		
				Distribution System	10,000	
				Construction of Main Water Line Dist. System	60,000	
				QT Pod Model M400 Self-Serve Fuelin Terminal	13,745	
				Tarmac Rehab Grant Match	30,000	

City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 Adopted Budget
-	-	-	061-6100-000.74-10	MACHINERY		
1,956,859	1,628,329	320,000	TOTAL CAPITAL OUTLAY			2,058,745
2,183,686	1,870,097	534,943	TOTAL AIRPORT OPERATIONS EXPENSES			2,293,179
-	68,437		061-9500-000.81-62	TO AIRPORT DEBT SERVICE		
-	68,437	-	TOTAL OPERATING TRANSFERS OUT			-
-	-	411,823	061-9500-000.88-00	CONTINGENCY		435,970
-	-	411,823	TOTAL CONTINGENCY			
-	68,437	411,823	TOTAL OTHER USES			-
2,183,686	1,938,534	946,766	GRAND TOTAL AIRPORT FUND EXPENSES			2,729,149
1,391,366	27,111	-	TOTAL AIRPORT FUND - REVENUES LESS EXPENSES			-

**City of The Dalles, Oregon
Fiscal Year 2019-20 Budget
CAPITAL IMPROVEMENTS FUND SUMMARY**

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Revenue/Cost Centers	FY19/20 Proposed Budget	FY19/20 Approved Budget	FY19/20 Adopted Budget
621,792	808,147	744,308	BEGINNING BALANCE	840,170	840,170	840,170
330,229	186,272	175,863	REVENUES	178,745	178,745	178,745
-	-	-	OTHER SOURCES	-	-	-
952,021	994,418	920,171	TOTAL RESOURCES	1,018,915	1,018,915	1,018,915
2,787	-	451,332	SPECIAL ASSESSMENTS FUND	472,046	472,046	472,046
17,611	34,776	347,131	CAPITAL PROJECTS FUND	329,202	329,202	329,202
20,398	34,776	798,463	TOTAL EXPENDITURES	801,248	801,248	801,248
123,477	124,776	121,708	TRANSFER OUT	217,667	217,667	217,667
-	-	-	CONTINGENCY	-	-	-
-	-	-	UNAPPROPRIATED ENDING BAL	-	-	-
123,477	124,776	121,708	TOTAL OTHER USES	217,667	217,667	217,667
143,875	159,552	920,171	TOTAL EXPENDS & OTHER USES	1,018,915	1,018,915	1,018,915
808,146	834,866	-	FUND TOTAL	-	-	-

**City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 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.

2019-20 Goals, Projects, and Highlights

- No LIDs are currently planned for FY19/20.
- Pursue payment of nuisance abatements.

2018-19 Accomplishments/Comments

- Foreclosed on long term delinquent abatement assessments.

Major Issues to be resolved in the next five years.

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

**City of The Dalles, Oregon
Fiscal Year 2019-20 Budget
SPECIAL ASSESSMENT FUND**

FY16/17	FY17/18	FY18/19		Description	FY19/20	FY19/20	FY19/20
Actual	Actual	Budget	Account Number	Account	Proposed	Approved	Adopted
					Budget	Budget	Budget
				SPECIAL ASSESSMENT FUND 036			
				REVENUES			
458,063	565,598	481,692	036-0000-300.00-00	BEGINNING BALANCE	505,514	505,514	505,514
28,178	25,926	25,000	036-0000-318.20-00	NW NATURAL GAS FRANCHISE FEES	26,000	26,000	26,000
5,107	9,124	7,100	036-0000-361.00-00	INTEREST REVENUES	12,100	12,100	12,100
-	-	1,000	036-0000-369.00-00	OTHER MISC. REVENUES	1,000	1,000	1,000
91,724	33,696	28,388	036-0000-370.10-00	PRINCIPAL-NONBONDED	21,248	21,248	21,248
99,480	16,797	20,550	036-0000-370.20-00	INTEREST-NONBONDED	19,123	19,123	19,123
682,552	651,141	563,730		TOTAL SPECIAL ASSESSMENTS FUND REVENUES	584,985	584,985	584,985
				EXPENDITURES			
1,500	-	1,000	036-3600-000.31-25	ABATEMENTS	1,000	1,000	1,000
-	-	25,000	036-3600-000.31-80	CORNER LOT RELIEF	25,000	25,000	25,000
1,287	-	-	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	-	-	-
2,787	-	26,800		TOTAL MATERIALS AND SERVICES	26,800	26,800	26,800
-	-	424,532	036-3600-000.75-10	CAPITAL PROJECTS LIDS	445,246	445,246	445,246
-	-	424,532		TOTAL CAPITAL OUTLAY	445,246	445,246	445,246
2,787	-	451,332		TOTAL SPECIAL ASSESSMENTS OPERATIONS	472,046	472,046	472,046
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	-	-	-
104,167	105,466	102,398	036-9500-000.81-44	TO 2009 FFCO BOND DEBT SVC FUND	102,939	102,939	102,939
114,167	115,466	112,398		TOTAL OPERATING TRANSFERS OUT	112,939	112,939	112,939
114,167	115,466	112,398		TOTAL OTHER USES	112,939	112,939	112,939
116,954	115,466	563,730		TOTAL SPECIAL ASSESSMENTS FUND EXPENSES	584,985	584,985	584,985
565,598	535,675	-		SPECIAL ASSESSMENTS FUND - REVENUES LESS EXPENSES	-	-	-

**City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget**

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 Adopted Budget
SPECIAL ASSESSMENT FUND 036						
REVENUES						
458,063	565,598	481,692	036-0000-300.00-00	BEGINNING BALANCE		505,514
28,178	25,926	25,000	036-0000-318.20-00	NW NATURAL GAS FRANCHISE FEES		26,000
				23.53% of total franchise fees collected for Corner Lot Relief		
5,107	9,124	7,100	036-0000-361.00-00	INTEREST REVENUES		12,100
-	-	1,000	036-0000-369.00-00	OTHER MISC. REVENUES		1,000
91,724	33,696	28,388	036-0000-370.10-00	PRINCIPAL-NONBONDED		21,248
				any known upcoming LIDS. As of 01/31/18 \$212,476 x 10%		
99,480	16,797	20,550	036-0000-370.20-00	INTEREST-NONBONDED		19,123
				Historic interest paid equaling 9% of principal	-	
682,552	651,141	563,730	TOTAL SPECIAL ASSESSMENTS FUND REVENUES			584,985
EXPENDITURES						
1,500	-	1,000	036-3600-419.31-25	ABATEMENTS		1,000
				Used for abatements & then billed to the property		
-	-	25,000	036-3600-419.31-80	CORNER LOT RELIEF		25,000
				For multi-front relief from improvement assessment as required by LUDO & LID ordinances.		
				Match Natural Gas Franchise Revenue above	-	
1,287	-	-	036-3600-419.31-95	REFUNDS		-
				Not a usual item - should be deleted when history falls		
			036-3600-419.32-20	SPECIAL LEGAL SERVICES		-
		600	036-3600-419.53-20	POSTAGE		600
				For mailing LID notices and assessments		
		200	036-3600-419.53-40	LEGAL NOTICES		200
				For publishing notices for LID's		
-	-	-	036-3600-419.69-50	MISCELLANEOUS EXP		-
2,787	-	26,800	TOTAL MATERIALS AND SERVICES			26,800
-	-	424,532	036-3600-419.75-10	CAPITAL PROJECTS LIDS		445,246
				FY19/20 - no plans to spend this money this year.		
				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.		
-	-	424,532	TOTAL CAPITAL OUTLAY			445,246
2,787	-	451,332	TOTAL SPECIAL ASSESSMENTS OPERATIONS			472,046
10,000	10,000	10,000	036-9500-419.81-01	TO GENERAL FUND		10,000
				Paying for labor & admin services provided by the General Fund for collection of LID's, Nuisance Abatements, etc.		
-	-	-	036-9500-419.81-37	TO CAPITAL PROJECTS FUND		-
				Transfers to projects with multiple funding sources that do not include grants. FY14/15 - 7th Street LID.		
104,167	105,466	102,398	036-9500-419.81-44	TO 2009 FFCO BOND DEBT SVC FUND		102,939
				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)		
114,167	115,466	112,398	TOTAL OPERATING TRANSFERS OUT			112,939
114,167	115,466	112,398	TOTAL OTHER USES			112,939
116,954	115,466	563,730	TOTAL SPECIAL ASSESSMENTS FUND EXPENSES			584,985
565,598	535,675	-	SPECIAL ASSESSMENTS FUND - REVENUES LESS EXPENSES			(0)

City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget
CAPITAL IMPROVEMENTS FUND GROUP

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 19-008). 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.

2019-20 Goals, Projects, and Highlights

- Replace HVAC units at City Hall and Police Department as needed (\$19,000)
- Reserve for future City Hall improvements (\$193,052)
- Dock Maintenance- Last year we established a maintenance fund for the dock for future repairs. (\$90,000)
- Transfer out to Special Grant fund (018) for Bike Hub project. (\$100,000)

2018-19 Accomplishments/Comments

- We are continuing to build future reserves for future projects
- Established a maintenance fund for the dock repair of \$35,000

Major Issues to be resolved in the next five years

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

**City of The Dalles, Oregon
Fiscal Year 2019-20 Budget
CAPITAL PROJECTS FUND**

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Description Account	FY19/20 Proposed Budget	FY19/20 Approved Budget	FY19/20 Adopted Budget
				CAPITAL PROJECTS FUND 037			
				REVENUES			
163,729	242,549	262,616	037-0000-300.00-00	BEGINNING BALANCE	334,656	334,656	334,656
-	-	-	037-0000-337.90-00	LOCAL GOV REV-PARTNERS	-	-	-
2,065	4,054	2,400	037-0000-361.00-00	INTEREST REVENUES	6,150	6,150	6,150
105,175	96,675	91,425	037-0000-363.80-00	STATE OFFICE BLDG INC	93,124	93,124	93,124
(1,500)	-	-	037-0000-369.00-00	OTHER MISC REVENUES	-	-	-
-	-	-	037-0000-380.10-00	LOAN REV - PRINCIPAL	-	-	-
-	-	-	037-0000-380.20-00	LOAN REV - INTEREST	-	-	-
-	-	-	037-0000-391.01-00	GENERAL FUND	-	-	-
-	-	-	037-0000-391.13-00	TRANSPORTATION SYSTEM RESERVE FUND	-	-	-
-	-	-	037-0000-391.36-00	SPECIAL ASSMT FUND	-	-	-
-	-	-	037-0000-391.53-00	WATER CAPITAL RESERVE FUND	-	-	-
-	-	-	037-0000-391.56-00	SEWER SPECIAL RESERVE FUND	-	-	-
269,470	343,278	356,441		TOTAL CAPITAL PROJECTS FUND REVENUES	433,930	433,930	433,930
				EXPENDITURES			
				*** GENERAL FUND BUILDINGS			
-	-	1,500	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	6,500		TOTAL MATERIALS AND SERVICES	8,000	8,000	8,000
-	9,877	247,481	037-3700-000.72-20	BUILDINGS	216,052	216,052	216,052
-	20,828	78,000	037-3700-000.73-30	IMPRV OTHER THAN BLDG	90,000	90,000	90,000
-	30,705	325,481		TOTAL CAPITAL OUTLAY	306,052	306,052	306,052
-	34,776	331,981		TOTAL GENERAL FUND BUILDINGS	314,052	314,052	314,052
				*** TUNNEL PROJECT - OIB LOAN			
-	-	-	037-3750-000.79-50	PRINCIPAL PAYMENT	-	-	-
-	-	-	037-3750-000.79-60	INTEREST PAYMENT	-	-	-
-	-	-		TOTAL DEBT SERVICE	-	-	-
-	-	-		TOTAL TUNNEL PROJECT	-	-	-
				*** PORT LOAN - AIRPORT WELL			
16,646	-	10,150	037-3775-000.79-50	PRINCIPAL PAYMENT	10,150	10,150	10,150
965	-	5,000	037-3775-000.79-60	INTEREST PAYMENT	5,000	5,000	5,000
17,611	-	15,150		TOTAL DEBT SERVICE	15,150	15,150	15,150
17,611	-	15,150		TOTAL PORT LOAN - AIRPORT WELL	15,150	15,150	15,150
				*** EAST PORT LID (added FY09/10)			
-	-	-	037-4400-000.31-10	2009 FFCO ADMIN FEES	-	-	-
-	-	-	037-4400-000.75-10	CAPITAL PROJECTS	-	-	-
-	-	-		TOTAL CAPITAL OUTLAY	-	-	-
-	-	-		TOTAL EAST PORT LID	-	-	-
				*** 7TH ST LID (added FY14/15)			
-	-	-	037-4450-000.75-10	CAPITAL PROJECTS	-	-	-
-	-	-		TOTAL CAPITAL OUTLAY	-	-	-
-	-	-		TOTAL 7TH ST LID	-	-	-
17,611	34,776	347,131		TOTAL CAPITAL PROJECTS FUND OPERATIONS	329,202	329,202	329,202
-	-	-	037-9500-000.81-18	TO SPECIAL GRANT	96,000	96,000	96,000
-	-	-	037-9500-000.81-01	TO GENERAL FUND	-	-	-
-	-	-	037-9500-000.81-04	TO LIBRARY FUND	-	-	-
9,310	9,310	9,310	037-9500-000.81-21	TO STATE OFFICE BLDG FUND	8,728	8,728	8,728
9,310	9,310	9,310		TOTAL OPERATING TRANSFERS OUT	104,728	104,728	104,728
26,921	44,086	356,441		TOTAL CAPITAL PROJECTS FUND EXPENSES	433,930	433,930	433,930
242,549	299,191	-		CAPITAL PROJECTS FUND - REVENUES LESS EXPENSES	-	-	-

City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 Adopted Budget
CAPITAL PROJECTS FUND 037						
REVENUES						
163,729	242,549	262,616	037-0000-300.00-00	BEGINNING BALANCE		334,656
		-	037-0000-337.90-00	LOCAL GOV REV-PARTNERS		-
2,065	4,054	2,400	037-0000-361.00-00	INTEREST REVENUES		6,150
105,175	96,675	91,425	037-0000-363.80-00	STATE OFFICE BLDG INC		93,124
(1,500)		-	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		-
269,470	343,278	356,441	TOTAL CAPITAL PROJECTS FUND REVENUES			433,930
EXPENDITURES						
*** GENERAL FUND BUILDINGS						
-	-	1,500	037-3700-000.43-10	BUILDINGS & GROUNDS		3,000
				Misc Items in building that need repaired		
	4,071	5,000	037-3700-000.69-80	ASSETS < \$5000		5,000
-	4,071	6,500	TOTAL MATERIALS AND SERVICES			8,000
	9,877	247,481	037-3700-000.72-20	BUILDINGS		216,052
				Replace HVAC Unit at City Hall	9,500	
				Replace HVAC Unit at Police Dept	9,500	
				Reserve for further City Hall Improvements	197,052	
-	20,828	78,000	037-3700-000.73-30	IMPRV OTHER THAN BLDG		90,000
				Dock Maintenance	90,000	
-	30,705	325,481	TOTAL CAPITAL OUTLAY			306,052
-	34,776	331,981	TOTAL GENERAL FUND BUILDINGS			314,052
*** PORT LOAN - AIRPORT WELL						
16,646		10,150	037-3775-000.79-50	PRINCIPAL PAYMENT		10,150
965		5,000	037-3775-000.79-60	INTEREST PAYMENT	4% Interest	5,000
17,611	-	15,150	TOTAL DEBT SERVICE			15,150
17,611	-	15,150	TOTAL PORT LOAN - AIRPORT WELL			15,150
17,611	34,776	347,131	TOTAL CAPITAL PROJECTS FUND OPERATIONS			329,202
			037-9500-000.81-18	TO SPECIAL GRANT		96,000
		-	037-9500-000.81-01	TO GENERAL FUND		-
		-	037-9500-000.81-04	TO LIBRARY FUND		-
				FY15/16 - One time - to pave upper Library Parking		
9,310	9,310	9,310	037-9500-000.81-21	TO STATE OFFICE BLDG FUND		8,728
				Items City pays for SOB Fund - From net rent this		
				Phone		
				Insurance		
				Security Monitoring		
				Misc/Contingency		
9,310	9,310	9,310	TOTAL OPERATING TRANSFERS OUT			104,728
26,921	44,086	356,441	TOTAL CAPITAL PROJECTS FUND EXPENSES			433,930
242,549	299,191	-	CAPITAL PROJECTS FUND - REVENUES LESS EXPENSES			-

City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 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 Enterprize 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 2019-20 Budget
SPECIAL REVENUE FUND SUMMARY**

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Revenue/Cost Centers	FY19/20 Proposed Budget	FY19/20 Approved Budget	FY19/20 Adopted Budget
3,525,021	3,546,500	3,586,276	BEGINNING BALANCE	3,590,445	3,590,445	3,590,445
232,913	273,933	1,573,627	REVENUES	2,828,300	2,828,300	2,828,300
166,568	9,310	57,310	OTHER SOURCES	147,613	147,613	147,613
3,924,503	3,829,744	5,217,213	TOTAL RESOURCES	6,566,358	6,566,358	6,566,358
9,338	33,718	85,322	UNEMPLOYMENT RESERVE FUND	95,163	95,163	95,163
636	719	11,642	COMMUNITY BENEVOLENCE FUND	11,042	11,042	11,042
205,343	2,741	4,762,030	SPECIAL GRANTS FUND	5,542,774	5,542,774	5,542,774
159,685	216,116	354,219	STATE OFFICE BUILDING FUND	371,806	371,806	371,806
-	-	-	SPECIAL ENTERPRIZE ZONE	545,573	545,573	545,573
375,002	253,295	5,213,213	TOTAL EXPENDITURES	6,566,358	6,566,358	6,566,358
3,000	-	4,000	TRANSFER OUT	-	-	-
-	-	-	CONTINGENCY	-	-	-
-	-	-	UNAPPROPRIATED ENDING BAL	-	-	-
3,000	-	4,000	TOTAL OTHER USES	-	-	-
378,002	253,295	5,217,213	TOTAL EXPENDS & OTHER USES	6,566,358	6,566,358	6,566,358
3,546,500	3,576,449	-	FUND TOTAL	-	-	-

**City of The Dalles, Oregon
Fiscal Year 2019-20 Budget
UNEMPLOYMENT RESERVE FUND**

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Description Account	FY19/20 Proposed Budget	FY19/20 Approved Budget	FY19/20 Adopted Budget
UNEMPLOYMENT RESERVE FUND 010							
REVENUES							
76,011	97,922	84,172	010-0000-300.00-00	BEGINNING BALANCE	60,678	60,678	60,678
1,128	1,325	1,150	010-0000-361.00-00	INTEREST REVENUES	1,200	1,200	1,200
15,111	-	-	010-0000-391.01-00	GENERAL FUND	16,332	16,332	16,332
2,432	-	-	010-0000-391.04-00	LIBRARY FUND	2,613	2,613	2,613
2,375	-	-	010-0000-391.05-00	STREET FUND	2,877	2,877	2,877
6,414	-	-	010-0000-391.51-00	WATER UTILITY FUND	7,297	7,297	7,297
3,788	-	-	010-0000-391.55-00	WASTEWATER UTILITY	4,166	4,166	4,166
107,259	99,246	85,322	TOTAL UNEMPLOYMENT RESERVE FUND REVENUES		95,163	95,163	95,163
EXPENDITURES							
9,338	33,718	85,322	010-1000-000.25-00	UNEMPLOYMENT EXPENSES	95,163	95,163	95,163
9,338	33,718	85,322	TOTAL PERSONNEL SERVICE		95,163	95,163	95,163
9,338	33,718	85,322	TOTAL UNEMPLOYMENT RESERVE FUND EXPENSES		95,163	95,163	95,163
97,922	65,528	-	UNEMPLOYMENT FUND - REVENUES LESS EXPENSES		-	-	-
COMMUNITY BENEVOLENCE FUND 011							
COMMUNITY BENEVOLENCE FUND 011							
REVENUES							
12,684	12,182	11,522	011-0000-300.00-00	BEGINNING BALANCE	10,853	10,853	10,853
134	182	120	011-0000-361.00-00	INTEREST REVENUES	189	189	189
-	-	-	011-0000-365.15-00	GIFTS/DONATIONS - WAR MEMORIAL	-	-	-
-	-	-	011-0000-369.00-00	OTHER MISC. REVENUES	-	-	-
12,818	12,363	11,642	TOTAL COMMUNITY BENEVOLENCE FUND REVENUES		11,042	11,042	11,042
EXPENDITURES							
636	719	-	011-1200-000.60-85	SPECIAL DEPT SUPPLIES	-	-	-
636	719	-	TOTAL MATERIALS AND SERVICES		-	-	-
636	719	-	TOTAL VIETNAM MEMORIAL		-	-	-
-	-	11,642	011-1500-000.60-85	SPECIAL DEPT SUPPLIES	11,042	11,042	11,042
-	-	11,642	TOTAL MATERIALS AND SERVICES		11,042	11,042	11,042
-	-	-	011-1500-000.73-30	IMPRVMTS OTHER THAN BLDGS	-	-	-
-	-	-	TOTAL CAPITAL OUTLAY		-	-	-
-	-	11,642	TOTAL WAR MEMORIAL FUND		11,042	11,042	11,042
636	719	11,642	TOTAL COMMUNITY BENEVOLENT FUND EXPENSES		11,042	11,042	11,042
12,182	11,644	-	COMMUNITY BENEVOLENT FUND - REVENUES LESS EXPENSES		-	-	-

City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 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.

2019-20 Goals, Projects, and Highlights

- Seek a DLCD Transportation and Growth Management grant of \$80,000 for the Westside Area Study.
- Seek \$8,000 Cemetery grant provided through SHPO
- Seek Bike Hub Grant or partnership with other local entity to develop project
- Seek DEQ/EPA Brownfield grant for properties identified by 18/19 Integrated Planning Grant
- If determination made to proceed with First Street/Riverfront Connection project, proceed with next phases which include preparation of construction documents and a funding strategy to supplement earmarked federal funds.
- Seek grant funding for next phase of housing strategies report implementation plan.

2018-19 Accomplishments/Comments

- Amended ODOT/City agreement and project description for First Street/Riverfront Connection Project, updated construction cost estimates and project schedule.
- Secured Integrated Planning Grant through Business Oregon, project completed before July 2019.
- Completed Historic Masonry Workshop at the Herbing House utilizing SHPO Grant
- Historic Downtown Walking tour completed before July 2019

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 2019-20 Budget
SPECIAL GRANTS FUND**

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Description Account	FY19/20 Proposed Budget	FY19/20 Approved Budget	FY19/20 Adopted Budget
				SPECIAL GRANTS FUND 018			
				REVENUES			
3,398,637	3,353,530	3,382,530	018-0000-300.00-00	BEGINNING BALANCE	3,423,987	3,423,987	3,423,987
-	-	-	018-0000-331.15-00	FED GRANTS - CDBG HOUSING 2007	-	-	-
-	-	-	018-0000-331.31-30	FEDERAL GRANTS-EDA	-	-	-
-	-	1,170,000	018-0000-331.90-00	FEDERAL GRANTS-MISC	1,267,187	1,267,187	1,267,187
-	-	-	018-0000-334.25-00	ODOT GRANTS	-	-	-
35,540	-	-	018-0000-334.35-00	LCDC GRANT - STATE	-	-	-
-	-	-	018-0000-334.40-00	OIB GRANT	-	-	-
-	-	89,500	018-0000-334.90-00	STATE GRANTS, OTHER	688,000	688,000	688,000
96,511	-	-	018-0000-336.10-00	PRIVATE SECTOR GRANTS	-	-	-
-	-	-	018-0000-336.20-00	PRIVATE PARTICIPATION PARKING	-	-	-
4,000	-	-	018-0000-336.30-00	NON-PROFIT GRANTS	-	-	-
-	-	45,000	018-0000-337.10-00	URBAN RENEWAL	-	-	-
-	-	-	018-0000-337.40-00	QLIFE CONTRIBUTION	-	-	-
-	-	-	018-0000-337.65-00	NWC PUD GRANT	-	-	-
27,185	38,382	31,000	018-0000-361.00-00	INTEREST REVENUES	58,000	58,000	58,000
-	-	-	018-0000-369.00-00	OTHER MISC. REVENUES	-	-	-
-	-	48,000	018-0000-391.01-00	TRANSFERS FROM GENERAL	9,600	9,600	9,600
-	-	-	018-0000-391.13-00	TRANSFERS FROM TRANS SYS RSRV	-	-	-
-	-	-	018-0000-391.37-00	TRANSFERS FROM CAPITAL PROJECT FUND	96,000	96,000	96,000
-	-	-	018-0000-393.10-00	LOAN/BOND PROCEEDS	-	-	-
3,561,873	3,391,912	4,766,030		TOTAL SPECIAL GRANTS FUND REVENUES	5,542,774	5,542,774	5,542,774
				EXPENDITURES			
				*** CDBG/ MID COLUMBIA HOUSING			
-	-	-	018-2500-000.39-00	OTHER CONTRACTUAL SVCS	-	-	-
-	-	-		TOTAL MATERIALS & SERVICES	-	-	-
-	-	-		TOTAL CDBG/ MID COLUMBIA HOUSING	-	-	-
				*** UGB/NSA BOUNDARY AMENDMENT			
-	-	-	018-2627-000.39-00	OTHER CONTRACTUAL SERV	-	-	-
-	-	-		TOTAL MATERIALS & SERVICES	-	-	-
-	-	-		TOTAL UGB/NSA BOUNDARY AMENDMENT	-	-	-
				*** TRANSPORTATION SYSTEM PLAN (TSP)			
-	-	-	018-2630-000.39-00	OTHER CONTRACTUAL SERV	-	-	-
-	-	-		TOTAL MATERIALS & SERVICES	-	-	-
-	-	-		TOTAL TRANSPORTATION SYSTEM PLAN (TSP)	-	-	-
				*** SHPO/CERT LOC GOVT			
-	-	57,500	018-2700-000.31-10	CONTRACTUAL SERVICES	8,000	8,000	8,000
-	-	-	018-2700-000.69-90	OTHER	-	-	-
-	-	57,500		TOTAL MATERIALS AND SERVICES	8,000	8,000	8,000
-	-	57,500		TOTAL SHPO/CERT LOC GOVT	8,000	8,000	8,000
				*** INTEGRATED PLANNING GRANT			
-	-	25,000	018-2800-000.31-10	CONTRACTUAL SERVICES	600,000	600,000	600,000
-	-	-	018-2800-000.69-90	OTHER	-	-	-
-	-	25,000		TOTAL MATERIALS AND SERVICES	600,000	600,000	600,000
-	-	25,000		TOTAL INTEGRATED PLANNING GRANT	600,000	600,000	600,000
				*** HOUSING / LAND NEEDS ASSESSMENT			
50,145	-	-	018-2800-000.31-10	CONTRACTUAL SERVICES	-	-	-
-	-	-	018-2800-000.69-90	OTHER	-	-	-
50,145	-	-		TOTAL MATERIALS AND SERVICES	-	-	-
50,145	-	-		TOTAL HOUSING/LAND NEEDS ASSESSMENT	-	-	-
				*** TUNNEL PROJECT			
-	2,741	4,583,530	018-2900-000.75-10	CAPITAL PROJECTS	4,745,174	4,745,174	4,745,174
-	2,741	4,583,530		TOTAL CAPITAL OUTLAY	4,745,174	4,745,174	4,745,174
-	2,741	4,583,530		TOTAL TUNNEL PROJECT	4,745,174	4,745,174	4,745,174
				*** THE DALLES DAM TOURS PROJECT			
-	-	-	018-3300-000.74.20	VEHICLES	-	-	-
-	-	-	018-3300-000.75-10	CAPITAL OUTLAY	-	-	-
-	-	-		TOTAL CAPITAL OUTLAY	-	-	-
-	-	-		TOTAL THE DALLES DAM TOURS PROJECT	-	-	-
				*** GORGE HUB - RTP/LGGP			
-	-	96,000	018-3450-000.75-10	CAPITAL PROJECTS	100,000	100,000	100,000
-	-	96,000		TOTAL CAPITAL OUTLAY	100,000	100,000	100,000
-	-	96,000		TOTAL GORGE HUB - RTP/LGGP	100,000	100,000	100,000

**City of The Dalles, Oregon
Fiscal Year 2019-20 Budget
SPECIAL GRANTS FUND**

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Description Account	FY19/20 Proposed Budget	FY19/20 Approved Budget	FY19/20 Adopted Budget
				*** WESTSIDE AREA STUDY GRANT			
-	-	-	018-3500-000.75-10	CAPITAL PROJECTS	89,600	89,600	89,600
-	-	-		TOTAL CAPITAL OUTLAY	89,600	89,600	89,600
				TOTAL WESTSIDE AREA STUDY GRANT	89,600	89,600	89,600
				*** GRANADA/REC & BLUE BUILDING BLOCK PROJECT			
15,487	-	-	018-3710-000.75-10	CAPITAL PROJECTS	-	-	-
15,487	-	-		TOTAL CAPITAL OUTLAY	-	-	-
15,487	-	-		TOTAL GRANADA BLOCK PROJECT	-	-	-
				*** PARKING STRUCTURE CONSTRUCTION			
-	-	-	018-3725-000.75-10	CAPITAL PROJECTS	-	-	-
-	-	-		TOTAL CAPITAL OUTLAY	-	-	-
-	-	-		TOTAL PARKING STRUCTURE CONSTRUCTION	-	-	-
				*** FLOUR MILL PROJECT			
-	-	-	018-3800-000.75-10	CAPITAL PROJECTS	-	-	-
-	-	-		TOTAL CAPITAL OUTLAY	-	-	-
-	-	-		TOTAL FLOUR MILL PROJECT	-	-	-
				*** 3RD ST. STREET SCAPE			
-	-	-	018-3900-000.75-10	CAPITAL PROJECTS	-	-	-
-	-	-		TOTAL CAPITAL OUTLAY	-	-	-
-	-	-		TOTAL 3RD ST. STREET SCAPE	-	-	-
				*** WIFI PROJECT			
139,711	-	-	018-4700-000.75-10	CAPITAL PROJECTS	-	-	-
139,711	-	-		TOTAL CAPITAL OUTLAY	-	-	-
139,711	-	-		TOTAL WIFI PROJECT	-	-	-
205,343	2,741	4,762,030		TOTAL SPECIAL GRANTS FUND OPERATIONS	5,542,774	5,542,774	5,542,774
3,000	-	4,000	018-9500-000.81-01	TO GENERAL FUND	-	-	-
3,000	-	4,000		TOTAL OPERATING TRANSFERS OUT	-	-	-
208,343	2,741	4,766,030		TOTAL SPECIAL GRANTS FUND EXPENSES	5,542,774	5,542,774	5,542,774
3,353,530	3,389,170	-		SPECIAL GRANTS FUND - REVENUES LESS EXPENSES	-	-	-

City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 Adopted Budget
SPECIAL GRANTS FUND 018						
REVENUES						
3,398,637	3,353,530	3,382,530	018-0000-300.00-00	BEGINNING BALANCE		3,423,987
-		-	018-0000-331.15-00	FED GRANTS - CDBG HOUSING 2007		
-		-	018-0000-331.31-30	FEDERAL GRANTS-EDA		
-		1,170,000	018-0000-331.90-00	FEDERAL GRANTS-MISC		1,267,187
FY15/16 \$1,800,000 for First St Project total project, with \$166,898 spent.						
ODOT reports amount left available						
-		-	018-0000-334.25-00	ODOT GRANTS		
35,540			018-0000-334.35-00	LCDC GRANT - STATE		
-		-	018-0000-334.40-00	OIB GRANT		
-		89,500	018-0000-334.90-00	STATE GRANTS, OTHER		688,000
					FY19/20 - \$8,000 - Historic Cemetery Grant - SHPO Grant	8,000
					Westside Area Study Grant	80,000
					FY19/20- DEQ/EPA Brownfield Grant	600,000
96,511		-	018-0000-336.10-00	PRIVATE SECTOR GRANTS (GOOGLE)		
-		-	018-0000-336.20-00	PRIVATE PARTICIPATION PARKING		
4,000			018-0000-336.30-00	NON-PROFIT GRANTS		
-		45,000	018-0000-337.10-00	URBAN RENEWAL		
-		-	018-0000-337.40-00	QLIFE CONTRIBUTION		
-		-	018-0000-337.65-00	NWC PUD GRANT		
27,185	38,382	31,000	018-0000-361.00-00	INTEREST REVENUES		58,000
-		-	018-0000-369.00-00	OTHER MISC. REVENUES		
-		48,000	018-0000-391.01-00	TRANSFERS FROM GENERAL		9,600
-		-	018-0000-391.13-00	TRANSFERS FROM TRANS SYS RSRV		
-			018-0000-391.37-00	TRANSFERS FROM CAPITAL PROJECT FUND		96,000
-			018-0000-393.10-00	LOAN/BOND PROCEEDS		
Wash with Downtown Parking Structure						
3,561,873	3,391,912	4,766,030	TOTAL SPECIAL GRANTS FUND REVENUES			5,542,774
EXPENDITURES						
*** TRANSPORTATION SYSTEM PLAN (TSP)						
		-	018-2630-000.39-00	OTHER CONTRACTUAL SERV		-
-		-	TOTAL MATERIALS & SERVICES			-
-		-	TOTAL TRANSPORTATION SYSTEM PLAN (TSP)			-
*** SHPO/CERT LOC GOVT						
		57,500	018-2700-000.31-10	CONTRACTUAL SERVICES		8,000
					SHPO GRANT	8,000
		-	018-2700-000.69-90	OTHER		-
-		57,500	TOTAL MATERIALS AND SERVICES			8,000
-		57,500	TOTAL SHPO/CERT LOC GOVT			8,000
*** INTEGRATED PLANNING GRANT*****						
		25,000	018-2800-000.31-10	CONTRACTUAL SERVICES		600,000
					EPA Grant project- possible 3 year project	600,000
		25,000	018-2800-000.69-90	OTHER		-
					TOTAL MATERIALS AND SERVICES	600,000
					TOTAL INTEGRATED PLANNING GRANT	600,000
*** HOUSING / LAND NEEDS ASSESSMENT						
50,145		25,000	018-2800-000.31-10	CONTRACTUAL SERVICES		
					OTHER	-
50,145		25,000	TOTAL MATERIALS AND SERVICES			

City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 Adopted Budget
50,145	-	25,000		TOTAL HOUSING/LAND NEEDS ASSESSMENT		-
				*** 1ST STREET RIVERFRONT CONNECTION		
	2,741	4,583,530	018-2900-000.75-10	CAPITAL PROJECTS		4,745,174
				In Beginning Balance - ALL Remaining 2009 FFCO Funds	4,691,174	
				In Beginning Balance - Not UR Funds		
				Interest Revenues	54,000	
				Remaining ODOT Grant for this project		
-	2,741	4,583,530		TOTAL CAPITAL OUTLAY		4,745,174
-	2,741	4,583,530		TOTAL 1ST RIVERFRONT CONNECTION PROJECT		4,745,174
				*** GORGE HUB		
-	-	96,000	018-3450-000.75-10	CAPITAL PROJECTS		100,000
				Bike Hub Project	96,000	
				Previous Grant Received in 2016	4,000	
-	-	96,000		TOTAL CAPITAL OUTLAY		100,000
-	-	96,000		TOTAL GORGE HUB - CONNECT OR III		100,000
				*** WESTSIDE AREA STUDY GRANT		89,600
-	-	-	018-3500-000.75-10	CAPITAL PROJECTS		
				Contractual Service for Westside grant	89,600	
				TOTAL CAPITAL OUTLAY		89,600
				TOTAL WESTSIDE AREA STUDY GRANT		89,600
				*** GRANADA BLOCK PROJECT		
15,487			018-3710-000.75-10	CAPITAL PROJECTS		-
15,487	-	-		TOTAL CAPITAL OUTLAY		-
15,487	-	-		TOTAL GRANADA BLOCK PROJECT		-
-	-	-		TOTAL PARKING STRUCTURE CONSTRUCTION		-
				*** WIFI PROJECT		
139,711			018-4700-000.75-10	CAPITAL PROJECTS		
139,711	-	-		TOTAL CAPITAL OUTLAY		-
139,711	-	-		TOTAL WIFI PROJECT		-
205,343	2,741	4,762,030		TOTAL SPECIAL GRANTS FUND OPERATIONS		5,542,774
3,000		4,000	018-9500-000.81-01	TO GENERAL FUND		-
3,000	-	4,000		TOTAL OPERATING TRANSFERS OUT		-
208,343	2,741	4,766,030		TOTAL SPECIAL GRANTS FUND EXPENSES		5,542,774
3,353,530	3,389,170	-		SPECIAL GRANTS FUND - REVENUES LESS EXPENSES		0

**City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget
STATE OFFICE BUILDING**

Fund:	State Office Building (021)	
Department:	State Office Building (2200)	
Program:	Other (000)	Number of Employees: .4

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.

2019-20 Goals, Projects and Highlights

- Replace HVAC units
- Sidewalk entries
- Second floor interior painting
- Boiler replacement

2018-19 Accomplishments/Comments

- Converted to LED lighting throughout the building
- New Sod was put in the back area of the State Office Building.
- 4 new HVAC systems were replaced with new ones

**City of The Dalles, Oregon
Fiscal Year 2019-20 Budget
STATE OFFICE BUILDING FUND**

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Description Account	FY19/20 Proposed Budget	FY19/20 Approved Budget	FY19/20 Adopted Budget
STATE OFFICE BUILDING FUND 021							
REVENUES							
37,689	82,867	108,052	021-0000-300.00-00	BEGINNING BALANCE	94,927	94,927	94,927
615	883	850	021-0000-361.01-00	INTEREST	1,480	1,480	1,480
-	89,717	70,800	021-0000-363.80-01	OPERATIONS	77,559	77,559	77,559
71,800	143,445	165,207	021-0000-363.80-02	MAINTENANCE	189,112	189,112	189,112
123,138	-	-	021-0000-363.80-03	DISCRETIONARY RENT	-	-	-
9,310	9,310	9,310	021-0000-391.37-00	FROM CAPITAL PROJECTS FUND	8,728	8,728	8,728
242,552	326,222	354,219	TOTAL STATE OFFICE BUILDING FUND REVENUES		371,806	371,806	371,806
EXPENDITURES							
38,859	36,946	38,462	021-2200-000.11-00	REGULAR SALARIES	42,556	42,556	42,556
-	-	-	021-2200-000.12-00	PARTTIME/TEMP SALARIES	-	-	-
1,724	980	1,000	021-2200-000.13-00	OVERTIME SALARIES	1,000	1,000	1,000
16,442	14,415	18,429	021-2200-000.21-10	MEDICAL INSURANCE	18,743	18,743	18,743
276	230	242	021-2200-000.21-20	L-T DISABILITY INSURANCE	268	268	268
40	35	35	021-2200-000.21-30	LIFE INSURANCE	35	35	35
2,325	1,506	2,474	021-2200-000.21-40	WORKERS COMP INSURANCE	1,333	1,333	1,333
3,004	2,797	3,019	021-2200-000.22-00	FICA	3,332	3,332	3,332
5,298	4,353	2,816	021-2200-000.23-00	RETIREMENT	5,745	5,745	5,745
-	-	-	021-2200-000.29-00	OTHER EMPLOYEE BENEFITS	-	-	-
67,967	61,262	66,477	TOTAL PERSONNEL SERVICE		73,012	73,012	73,012
			Total Full-Time Equivalent (FTE)		0.40	0.40	
6,045	6,294	8,900	021-2200-000.41-10	WATER & SEWER	8,000	8,000	8,000
3,619	3,662	5,698	021-2200-000.41-20	GARBAGE SERVICES	4,000	4,000	4,000
3,677	3,134	3,500	021-2200-000.41-30	NATURAL GAS	3,000	3,000	3,000
14,225	15,574	17,800	021-2200-000.41-40	ELECTRICITY	16,000	16,000	16,000
44,187	44,187	55,665	021-2200-000.42-00	JANITORIAL SERVICES	55,665	55,665	55,665
6,216	4,009	15,000	021-2200-000.43-10	BUILDINGS AND GROUNDS	17,500	17,500	17,500
-	-	500	021-2200-000.43-45	JOINT USE OF LABOR/EQUIP	500	500	500
132	157	300	021-2200-000.43-70	GENERAL EQUIPMENT	300	300	300
871	1,062	10,000	021-2200-000.43-72	ELECTRICAL SYSTEMS	1,500	1,500	1,500
934	-	1,000	021-2200-000.43-73	PLUMBING	1,000	1,000	1,000
3,600	3,520	3,700	021-2200-000.43-75	ELEVATORS	3,800	3,800	3,800
-	3,541	2,000	021-2200-000.43-77	HVAC SYSTEMS	2,500	2,500	2,500
5,577	5,663	6,578	021-2200-000.52-30	PROPERTY INSURANCE	5,996	5,996	5,996
384	336	525	021-2200-000.53-30	TELEPHONE	525	525	525
2,051	6,610	6,500	021-2200-000.60-20	JANITORIAL SUPPLIES	7,400	7,400	7,400
200	-	-	021-2200-000.69-50	MISCELLANEOUS EXPENSES	-	-	-
91,718	97,751	137,666	TOTAL MATERIALS AND SERVICES		127,686	127,686	127,686
-	57,104	60,200	021-2200-000.73-30	IMPROVEMENTS OTHER	89,000	89,000	89,000
-	57,104	60,200	TOTAL CAPITAL OUTLAY		89,000	89,000	89,000
-	-	89,876	021-9500-000.88-00	CONTINGENCY	82,108	82,108	82,108
-	-	89,876	TOTAL CONTINGENCY		82,108	82,108	82,108
159,685	216,116	354,219	TOTAL STATE OFFICE BUILDING EXPENSES		371,806	371,806	371,806
82,867	110,106	-	STATE OFFICE BUILDING FUND - REVENUES LESS EXPENSES		-	-	-

**City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget**

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 Adopted Budget																																
STATE OFFICE BUILDING FUND 021																																						
REVENUES																																						
37,689	82,867	108,052	021-0000-300.00-00	BEGINNING BALANCE		94,927																																
				Current Year Beginning Balance	110,106																																	
				Current Year Projected Revenues	232,901																																	
				Current Year Projected Expenditures	248,080																																	
				New Year Beginning Balance	94,927																																	
615	883	850	021-0000-361.00-00	OPERATIONS INTEREST		1,480																																
	89,717	70,800	021-0000-363.80-01	OPERATIONS		77,559																																
<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="width: 60%;">Dept of Human Services</td> <td style="width: 10%;">4,300</td> <td style="width: 10%;">x 12 mo =</td> <td style="width: 20%;">51,600</td> </tr> <tr> <td>Employment Dept</td> <td>1,600</td> <td>x 12 mo =</td> <td><u>19,200</u></td> </tr> <tr> <td></td> <td></td> <td></td> <td>\$ 70,800</td> </tr> </table> <p>Proposed Budget Items covered:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%;">Water & Sewer</td> <td style="width: 10%;">8,000</td> <td style="width: 20%;">Janitorial Scv</td> <td style="width: 10%;">55,665</td> </tr> <tr> <td>Garbage Svc</td> <td>4,000</td> <td>Janitorial Supplies</td> <td><u>7,400</u></td> </tr> <tr> <td>Natural Gas</td> <td>3,000</td> <td></td> <td></td> </tr> <tr> <td>Electricity</td> <td><u>16,000</u></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td style="text-align: right;">TOTAL</td> <td>\$ 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			Electricity	<u>16,000</u>					TOTAL	\$ 94,065
Dept of Human Services	4,300	x 12 mo =	51,600																																			
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		TOTAL	\$ 94,065																																			
71,800	143,445	165,207	021-0000-363.80-02	MAINTENANCE		189,112																																
<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:</p> <p style="text-align: center;"><u>FY18/19 Estimates</u></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Buildings & Grounds</td> <td style="width: 10%;">17,500</td> <td style="width: 20%;"></td> </tr> <tr> <td>Joint use of Labor/Equip</td> <td>500</td> <td></td> </tr> <tr> <td>General Equipment</td> <td>300</td> <td></td> </tr> <tr> <td>Electrical Systems</td> <td>1,500</td> <td></td> </tr> <tr> <td>Plumbing</td> <td>1,000</td> <td></td> </tr> <tr> <td>Elevators</td> <td>3800</td> <td></td> </tr> <tr> <td>HVAC Systems</td> <td>2,500</td> <td></td> </tr> <tr> <td>Improvements other than Buildings</td> <td>89,000</td> <td></td> </tr> <tr> <td>Labor (include all Personnel category items)</td> <td><u>73,012</u></td> <td></td> </tr> <tr> <td>Total</td> <td>189,112</td> <td></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	17,500		Joint use of Labor/Equip	500		General Equipment	300		Electrical Systems	1,500		Plumbing	1,000		Elevators	3800		HVAC Systems	2,500		Improvements other than Buildings	89,000		Labor (include all Personnel category items)	<u>73,012</u>		Total	189,112			
Buildings & Grounds	17,500																																					
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Total	189,112																																					
123,138		-	021-0000-363.80-03	DISCRETIONARY RENT		-																																
If needed due to cash flow issues, rent can be diverted back																																						
9,310	9,310	9,310	021-0000-391.37-00	FROM CAPITAL PROJECTS FUND		8,728																																
<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="width: 60%;">Property Insurance</td> <td style="width: 10%;">\$ 5,996</td> <td style="width: 30%;"></td> </tr> <tr> <td>Telephone</td> <td>525</td> <td></td> </tr> <tr> <td>Security Monitoring</td> <td>300</td> <td></td> </tr> <tr> <td>Misc./Contingency</td> <td>1,907</td> <td></td> </tr> <tr> <td style="text-align: right;">Total</td> <td>\$ 8,728</td> <td></td> </tr> </table> </div>							Property Insurance	\$ 5,996		Telephone	525		Security Monitoring	300		Misc./Contingency	1,907		Total	\$ 8,728																		
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Total	\$ 8,728																																					
242,552	326,222	354,219	TOTAL STATE OFFICE BUILDING FUND REVENUES			371,806																																
EXPENDITURES																																						
38,859	36,946	38,462	021-2200-000.11-00	REGULAR SALARIES		42,556																																
-	-	-	021-2200-000.12-00	PARTTIME/TEMP SALARIES		-																																
1,724	980	1,000	021-2200-000.13-00	OVERTIME SALARIES		1,000																																
16,442	14,415	18,429	021-2200-000.21-10	MEDICAL INSURANCE		18,743																																
276	230	242	021-2200-000.21-20	L-T DISABILITY INSURANCE		268																																
40	35	35	021-2200-000.21-30	LIFE INSURANCE		35																																
2,325	1,506	2,474	021-2200-000.21-40	WORKERS COMP INSURANCE		1,333																																
3,004	2,797	3,019	021-2200-000.22-00	FICA		3,332																																
5,298	4,353	2,816	021-2200-000.23-00	RETIREMENT		5,745																																
-	-	-	021-2200-000.29-00	OTHER EMPLOYEE BENEFITS		-																																
67,967	61,262	66,477	TOTAL PERSONNEL SERVICE			73,012																																

City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Account Description	Line Item Detail	FY19/20 Adopted Budget
				Total Full-Time Equivalent (FTE)		0.4
6,045	6,294	8,900	021-2200-000.41-10	WATER & SEWER		8,000
3,619	3,662	5,698	021-2200-000.41-20	GARBAGE SERVICES		4,000
3,677	3,134	3,500	021-2200-000.41-30	NATURAL GAS		3,000
14,225	15,574	17,800	021-2200-000.41-40	ELECTRICITY		16,000
44,187	44,187	55,665	021-2200-000.42-00	JANITORIAL SERVICES		55,665
6,216	4,009	15,000	021-2200-000.43-10	BUILDINGS AND GROUNDS		17,500
				Maintenance	\$7,500.00	
				Special Projects - 2nd floor interior paint	\$10,000.00	
-	-	500	021-2200-000.43-45	JOINT USE OF LABOR/EQUIP		500
132	157	300	021-2200-000.43-70	GENERAL EQUIPMENT		300
				Fire Extinguisher services & maintenance		
871	1,062	10,000	021-2200-000.43-72	ELECTRICAL SYSTEMS		1,500
934	-	1,000	021-2200-000.43-73	PLUMBING		1,000
3,600	3,520	3,700	021-2200-000.43-75	ELEVATORS		3,800
				Includes cost for monthly elevator service Annual Permit		
-	3,541	2,000	021-2200-000.43-77	HVAC SYSTEMS		2,500
5,577	5,663	6,578	021-2200-000.52-30	PROPERTY INSURANCE		5,996
384	336	525	021-2200-000.53-30	TELEPHONE		525
				Modem costs for HVAC system Elevator Phone		
2,051	6,610	6,500	021-2200-000.60-20	JANITORIAL SUPPLIES		7,400
200	-	-	021-2200-000.69-50	MISCELLANEOUS EXPENSES		-
91,718	97,751	137,666		TOTAL MATERIALS AND SERVICES		127,686
	57,104	60,200	021-2200-000.73-30	IMPROVEMENTS OTHER		89,000
				replacement of 2 HVAC units	24,000.00	24,000
				replace sidewalk entries	20,000.00	20,000
				Boiler Replacement	\$45,000.00	45,000
-	57,104	60,200		TOTAL CAPITAL OUTLAY		89,000
-	-	89,876	021-9500-000.88-00	CONTINGENCY		82,108
				To help with cash flow for Capital Projects done prior to		82,108
-	-	89,876		TOTAL CONTINGENCY		82,108
159,685	216,116	354,219		TOTAL STATE OFFICE BUILDING EXPENSES		371,806
82,867	110,106	-		STATE OFFICE BUILDING FUND - REVENUES LESS EXPENSES		0

**City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 Budget**

Fund: Special Revenue Fund Group
Department: Special Enterprise Zone Fund (022)
Program: Other (000)

Description

The “Enterprise Zone Tax Abatement Proceeds Special Reserve Fund” was established to receive funds associated with the Enterprise Zone Tax Abatement agreement between the City of The Dalles, Wasco County, and Design LLC dated August 17, 2015. These funds shall be used for financing costs of services, projects, property and equipment as identified.

2019-20 Goals, Projects and Highlights

- Receive initial annual payments pursuant to the Enterprise Zone Agreement with Design LLC dated August 17, 2015
- Reserve or expend funds receive pursuant to the, “Columbia Gorge Community College Treaty Oak Skills Center Intergovernmental Financing Contract” dated January 25, 2019.

2018-19 Accomplishments/Comments

- As a newly established fund, there are none to date.

**City of The Dalles, Oregon
Fiscal Year 2019-20 Budget
SPECIAL ENTERPRIZE ZONE FUND**

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Description Account	FY19/20 Proposed Budget	FY19/20 Approved Budget	FY19/20 Adopted Budget
				SPECIAL ENTERPRIZE ZONE FUND 022			
				REVENUES			
-	-	-	022-0000-300.00-00	BEGINNING FUND BALANCE	-	-	
-	-	-	022-0000-361.00-00	INTEREST INCOME	-	-	
-	-	-	022-0000-369.10-00	ENTERPRIZE ZONE PAYMENTS	545,573	545,573	545,573
-	-	-		TOTAL SPECIAL ENTERPRIZE ZONE FUND REVENUE	545,573	545,573	545,573
				EXPENDITURES			
-	-	-	022-220-000.31-10	CONTRACTUAL SERVICE	545,573	545,573	545,573
-	-	-		TOTAL MATERIALS AND SERVICES	545,573	545,573	545,573
-	-	-		TOTAL SPECIAL ENTERPRIZE ZONE FUND EXPENSE	545,573	545,573	545,573
-	-	-		SPECIAL ENTERPRIZE ZONE RSRV FUND - REVENUE LESS EXPENSES	-	-	-
				SPECIAL ENTERPRIZE ZONE FUND 022			
				REVENUES			
-	-	-	022-0000-300.00-00	BEGINNING FUND BALANCE	-	-	
-	-	-	022-0000-361.00-00	INTEREST INCOME	-	-	
-	-	-	022-0000-369.10-00	ENTERPRIZE ZONE PAYMENTS	545,573		
-	-	-		TOTAL SPECIAL ENTERPRIZE ZONE FUND REVENUE	545,573		
				EXPENDITURES			
-	-	-	022-220-000.31-10	CONTRACTUAL SERVICE	545,573		
-	-	-		TOTAL MATERIALS / TOTAL MATERIALS AND SERVICES	545,573		
-	-	-		TOTAL SPECIAL ENTERPRIZE ZONE FUND EXPENSE	-		

City of The Dalles, Oregon
Adopted Fiscal Year 2019-20 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.

2019-20 Goals, Projects and Highlights

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

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

2018-19 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 2019-20 Budget
DEBT SERVICE FUND SUMMARY**

FY16/17 <u>Actual</u>	FY17/18 <u>Actual</u>	FY18/19 <u>Budget</u>	<u>Revenue/Cost Centers</u>	FY19/20 <u>Proposed Budget</u>	FY19/20 <u>Approved Budget</u>	FY19/20 <u>Adopted Budget</u>
315,390	261,795	40,432	BEGINNING BALANCE	77,568	77,568	77,568
1,083,549	1,119,725	1,123,061	REVENUES	1,089,870	1,089,870	1,089,870
1,440,447	9,270,356	1,664,246	OTHER SOURCES	1,662,807	322,605	322,605
2,839,386	10,651,877	2,827,739	TOTAL RESOURCES	2,830,245	1,490,043	1,490,043
211,148	209,784	238,056	AIRPORT DEBT SERVICE FUND	241,250	241,250	241,250
565,005	6,326,730	-	WATER REVENUE BOND	-	-	-
303,730	304,530	304,930	FFCO 2008 DEBT SERVICE FUND	304,930	304,930	304,930
945,863	949,863	942,363	FFCO 2009 DEBT SERVICE FUND	943,863	943,863	943,863
551,845	2,780,249	-	WASTEWATER REVENUE BOND	-	-	-
-	-	1,342,390	UTILITY REVENUE BOND	1,340,202		
2,577,590	10,571,157	2,827,739	TOTAL EXPENDITURES	2,830,245	1,490,043	1,490,043
-	-	-	RATE STABILIZATON RESERVES	-	-	-
-	-	-	TOTAL OTHER USES	-	-	-
2,577,590	10,571,157	2,827,739	TOTAL EXPENDS & OTHER USES	2,830,245	1,490,043	1,490,043
261,796	80,720	-	FUND TOTAL	-	-	-

**City of The Dalles, Oregon
Fiscal Year 2019-20 Budget
AIRPORT DEBT SERVICE**

1. Klickitat loan issue date: 11/01/2012; Annual Principal & Interest payments due : 09/01							
2. Bond Issue Date: 02/24/15; Principal Payment Due: 06/01; Interest Payments 12/01 & 06/01; Final Payment Date : 06/01/2035							
3. Klickitat CERB Loan Date: 02/01/2015; Annual Principal & Interest Payments Due: 07/31; Final Payment Date; 07/31/2023							
FY16/17	FY17/18	FY18/19		Description	FY19/20	FY19/20	FY19/20
Actual	Actual	Budget	Account Number	Account	Proposed Budget	Approved Budget	Adopted Budget
				AIRPORT DEBT SERVICE FUND 062			
				REVENUES			
88,868	32,764	40,432	062-0000-300.00-00	BEGINNING BALANCE	63,197	63,197	63,197
1,947	8,902	3,835	062-0000-361.00-00	INTEREST REVENUES	9,800	9,800	9,800
153,097	166,030	193,789	062-0000-363.50-00	PROPERTY RENTALS	168,253	168,253	168,253
-	68,437		062-0000-391.61-00	TRANSFER FROM AIRPORT FUND	-	-	-
243,912	276,133	238,056		TOTAL AIRPORT DEBT SERV FUND REVENUES	241,250	241,250	241,250
				EXPENDITURES			
75,000	75,000	75,000	062-6100-000.79-15	BOND PRINCIPAL	80,000	80,000	80,000
78,425	76,925	75,425	062-6100-000.79-25	BOND INTEREST	73,550	73,550	73,550
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	25,000	1,800	062-6100-000.79-60	INTEREST PMTS - K. CO. 11/1/12	25,000	25,000	25,000
598	1,109	25,000	062-6100-000.79-55	PRINCIPAL PMTS - K. CO. CERB LOAN	2,200	2,200	2,200
7,125	6,750	6,375	062-6100-000.79-65	INTEREST PMTS - K. CO. CERB LOAN	6,000	6,000	6,000
-		29,456	062-6100-000.79-80	RSRV FOR FUTURE DEBT	29,500	29,500	29,500
211,148	209,784	238,056		TOTAL DEBT SERVICE	241,250	241,250	241,250
211,148	209,784	238,056		TOTAL AIRPORT DEBT SERVICE FUND EXPENSES	241,250	241,250	241,250
32,764	66,348	-		AIRPORT DEBT SERVICE FUND - REVENUE LESS EXPENSES	-	-	-

**City of The Dalles, Oregon
Fiscal Year 2019-20 Budget
WATER REVENUE BOND FUND**

FY16/17	FY17/18	FY18/19		Description	FY19/20	FY19/20	FY19/20
Actual	Actual	Budget	Account Number	Account	Proposed	Approved	Adopted
					Budget	Budget	Budget
WATER REVENUE BOND FUND							
Issue Date 02/22/07; This Bond was refinanced to the Utility Revenue Bond on 02/01/2018							
WATER REVENUE BOND 041							
REVENUES							
-	-	-	041-0000-300.00-00	BEGINNING BALANCE			
-	-	-	041-0000-361.00-00	INTEREST REVENUES			
565,005	6,326,730	-	041-0000-391.53-00	WATER DEPT CAP RESERVE FUND			
565,005	6,326,730	-	TOTAL WATER REVENUE BOND REVENUES		-	-	-
EXPENDITURES							
290,000	6,125,000	-	041-4100-000.79-15	BOND PRINCIPAL			
275,005	200,480	-	041-4100-000.79-25	BOND INTEREST			
565,005	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		-	-	-
565,005	6,326,730	-	TOTAL WATER REVENUE BOND EXPENSES		-	-	-
-	-	-	WATER REVENUE BOND - REVENUES LESS EXPENSES		-	-	-

**City of The Dalles, Oregon
Fiscal Year 2019-20 Budget
BONDS**

FY16/17 Actual	FY17/18 Actual	FY18/19 Budget	Account Number	Description Account	FY19/20 Proposed Budget	FY19/20 Approved Budget	FY19/20 Adopted Budget
FFCO 2008 BOND FUND							
Issue Date: 02/20/07; Principal Payment due: 05/27; Interest payments Due: 12/01 & 05/27; Final Payment due 06/01/2023							
FFCO 2008 DEBT SVC FUND 043							
REVENUES							
-	-	-	043-0000-300.00-00	BEGINNING BALANCE	14,370	14,370	14,370
-	-	-	043-0000-361.00-00	INTEREST REVENUES	-	-	-
124,408	139,105	124,899	043-0000-363.80-00	STATE OFFICE BLDG INCOME	110,530	110,530	110,530
59,774	59,931	60,010	043-0000-391.05-00	FROM STREET FUND	60,010	60,010	60,010
59,774	59,932	60,010	043-0000-391.51-00	FROM WATER UTILITY FUND	60,010	60,010	60,010
59,774	59,932	60,011	043-0000-391.55-00	FROM WASTEWATER UTILITY FUND	60,010	60,010	60,010
303,730	318,900	304,930	TOTAL FFCO 2008 DEBT SVC FUND REVENUES		304,930	304,930	304,930
EXPENDITURES							
230,000	240,000	250,000	043-4300-000.79-50	PRINCIPAL PMTS	260,000	260,000	260,000
73,730	64,530	54,930	043-4300-000.79-60	INTEREST PMTS	44,930	44,930	44,930
303,730	304,530	304,930	TOTAL DEBT SERVICE		304,930	304,930	304,930
303,730	304,530	304,930	TOTAL FFCO 2008 DEBT SVC FUND EXPENSES		304,930	304,930	304,930
-	14,370	-	FFCO 2008 DEBT SVC FUND - REVENUES LESS EXPENSES		-	-	-
2009 FFCO BOND FUND							
Issue Date: 10/15/09; Principal Payment due: 06/01; Interest Payments Due: 12/01 & 06/01; Final Payment Due 06/01/2029							
2009 FFCO DEBT SERVICE FUND 044							
REVENUES							
1	-	-	044-0000-300.00-00	BEGINNING BALANCE	1	1	1
801,587	803,788	800,538	044-0000-332.50-00	FROM URBAN RENEWAL	801,287	801,287	801,287
-	-	-	044-0000-361.00-00	INTEREST REVENUES	-	-	-
104,167	105,466	102,398	044-0000-391.36-00	FROM SPECIAL ASSESSMENT FUND	102,939	102,939	102,939
33,039	33,451	32,478	044-0000-391.53-00	FROM WA CAPITAL RESERVE FUND	32,650	32,650	32,650
7,069	7,158	6,949	044-0000-391.56-00	FROM SW SPECIAL RESERVE FUND	6,986	6,986	6,986
945,863	949,863	942,363	TOTAL FFCO 2009 DEBT SVC FUND REVENUES		943,863	943,863	943,863
EXPENDITURES							
525,000	550,000	570,000	044-4300-000.79-50	PRINCIPAL PMTS	600,000	600,000	600,000
420,863	399,863	372,363	044-4300-000.79-60	INTEREST PMTS	343,863	343,863	343,863
945,863	949,863	942,363	TOTAL DEBT SERVICE		943,863	943,863	943,863
945,863	949,863	942,363	TOTAL 2009 FFCO DEBT SVC FUND EXPENSES		943,863	943,863	943,863
0	1	-	2009 FFCO DEBT SVC FUND - REVENUES LESS EXPENSES		-	-	-

**City of The Dalles, Oregon
Fiscal Year 2019-20 Budget
WASTEWATER UTILITY REVENUE**

FY16/17	FY17/18	FY18/19		Description	FY19/20	FY19/20	FY19/20
Actual	Actual	Budget	Account Number	Account	Proposed	Approved	Adopted
					Budget	Budget	Budget
Issue Date: 05/01/03; Bond was refinanced and paid off on 02/01/2018 to the Utility Revenue Bond 059							
WASTEWATER UTILITY REVENUE BOND 058							
REVENUES							
226,522	229,031	-	058-0000-300.00-00	BEGINNING BALANCE			
2,510	1,900	-	058-0000-361.00-00	INTEREST REVENUES			
551,845	2,549,319	-	058-0000-391.57-00	WASTEWATER CONST			
780,876	2,780,250	-		TOTAL WASTEWATER PLANT DEBT SVC FUND REVENUES	-	-	-
EXPENDITURES							
435,000	2,455,000	-	058-5800-000.79-15	BOND PRINCIPAL			
116,845	93,070	-	058-5800-000.79-25	BOND INTEREST			
551,845	2,548,070	-		TOTAL DEBT SERVICE	-	-	-
-	232,179	-	058-9500-000.81-59	TO UTILITY REVENUE BOND			
-	232,179	-		TOTAL OPERATING TRANSFERS OUT			
-	-	-	058-9500-000.88-10	RATE STABILIZATION ACCT			
-	-	-		TOTAL RESERVE	-	-	-
551,845	2,780,249	-		TOTAL WASTEWATER PLANT DEBT SVC FUND EXPENSES	-	-	-
229,031	1	-		WASTEWATER PLANT DEBT SVC FUND - REVENUES LESS EXPENSES	-	-	-
UTILITY REVENUE BOND 059							
Issue Date: 02/01/2018; Principal Payment Due: 06/01; Interest Payments Due: 12/01 & 06/01; Final Payment Due 06/01/2032							
UTILITY REVENUE BOND 059							
REVENUES							
-	-	-	059-0000-300.00-00	BEGINNING BALANCE	-	-	-
-	-	-	059-0000-361.00-00	INTEREST REVENUES	-	-	-
-	1,250	-	059-0000-391.41-00	TRANSFER FROM WATER REV BOND	-	-	-
-	463,041	505,174	059-0000-391.53-00	WATER FUND	501,786	501,786	501,786
-	505,158	837,216	059-0000-391.57-00	WASTEWATER FUND	838,416	838,416	838,416
-	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	1,342,390		TOTAL UTILITY REVENUE DEBT SVC FUND REVENUES	1,340,202	1,340,202	1,340,202
EXPENDITURES							
-	77,719	-	059-5900-000.31-10	COST OF ISSUANCE	-	-	-
-	859,710	1,039,883	059-5900-000.79-50	BOND PRINCIPAL	1,065,460	1,065,460	1,065,460
-	108,487	302,507	059-5900-000.79-60	BOND INTEREST	274,742	274,742	274,742
-	1,045,916	1,342,390		TOTAL DEBT SERVICE	1,340,202	1,340,202	1,340,202
-	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	1,342,390		TOTAL UTILITY REVENUE DEBT SVC FUND EXPENSES	1,340,202	1,340,202	1,340,202
-	1	-		UTILITY REVENUE DEBT SVC FUND - REVENUES LESS EXPENSES	-	-	-

City of The Dalles, Oregon
SUMMARY OF PROPERTY TAX LEVIES FOR FY 19/20

General Fund		
2018 Estimated Assessed Value		1,148,455,499
Permanent Rate	x \$	<u>0.0030155</u>
Estimated taxes	\$	3,463,168
Less Compression	\$	143,263
Less Appeal Reserves	\$	-
Less uncollectible in year levied	\$	<u>242,422</u>
General Fund taxes to Balance Budget	\$	3,077,483
<hr/>		
Total Levies	\$	3,463,168
Estimated Taxes Not to be Received	\$	<u>385,685</u>
Total Taxes to Balance Budget	\$	<u><u>3,077,483</u></u>

**City of The Dalles, Oregon
Adopted Fiscal Year 2019-2020 Budget
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		102,229	224,993			10,000		468,039		384,594					1,189,855
Library Fund															-
Street Fund	300,000							170,933		154,803					625,736
Unemployment Fund	16,332	2,613	2,877					7,297		4,166					33,285
Special Grants Fund	9,600														105,600
State Office Building Fund						96,000									8,728
Capital Projects Fund						8,728									-
PW Reserve Fund			70,000					30,000		200,000					300,000
Trans Sys Reserve Fund															-
Water Capital Reserve Fund								2,250,000							2,250,000
Utility Bond Debt Svc Fund									501,786			838,416			1,340,202
Sewer Special Reserve Fund										1,250,000					1,250,000
Sewer Plant Construction Fund										1,250,000					1,250,000
Sewer Bond Debt Svc Fund															-
FFCO 2008 Debt Service Fund			60,010					60,010		60,010					180,030
2009 FFCO Debt Service Fund						102,939			32,650			6,986			142,575
Airport Fund	65,000														65,000
Airport Debt Service Fund															-
Total Transfers Out:	390,932	104,842	357,880	-	-	112,939	104,728	2,986,279	534,436	3,303,573	6,986	838,416	-	-	8,741,011
															8,741,011

**City of The Dalles, Oregon
Adopted Fiscal Year 2019-2020 Budget**

GENERAL FUND SALARIES	Salary Range		Budgeted Salaries
	<u>Low</u>	<u>High</u>	
Administration			
City Manager	-	-	132,380
Assistant to City Manager	5,532	6,804	70,435
			<hr/>
			202,815
City Clerk			
City Clerk	6,804	8,369	90,117
			<hr/>
			90,117
Legal and Judicial			
City Attorney	-	-	114,636
Administrative Secretary	3,249	3,996	47,963
Municipal Court Clerk	3,420	4,084	21,215
Paralegal	26.39/hr	32.46/hr	29,113
Municipal Court Judge (2 PT)	-	-	29,880
			<hr/>
			-
			242,807
Finance			
Director	6,804	8,369	92,820
Finance Specialist	4,633	5,699	59,873
Internal Control Specialist	4,633	5,699	58,988
Account Clerk II	3,420	4,084	43,866
Account Clerk II	3,420	4,084	21,215
			<hr/>
			276,762
Personnel			
HR Director	6,804	8,369	90,117
Safety Officer	4,771	5,869	61,213
			<hr/>
			151,330
Planning Development			
Director	6,804	8,369	100,423
Senior Planner	5,371	6,605	76,966
Assoc Planner	4,632	5,697	59,873
Department Secretary	3,047	3,639	38,948
			<hr/>
			276,210
Police			
Chief	7,008	8,620	103,436
Captain	6,226	7,658	99,253
Sergeant (4)	5,698	7,008	343,874
Patrol Officers (17)	4,733	5,653	1,157,603 (2)
Administrative Secretary	3,249	3,997	47,963
Department Secretary (1 FT = 1 PT)	3,302	3,942	48,684
Part Time Secretarial			2,000
Evidence Clerk (PT)	20.61\hr	25.33\hr	15,057
Holiday accrual pay off			46,073
Field Training officer pay			157,297
Standby time			8,000
Secretarial (PT)	-	-	-
Holiday Parking Patrol (PT)	-	-	2,640
Background Check Officer (PT)	-	-	4,080
Language Incentive	-	-	11,737
Maintenance Worker (2) (Equip Operator wage rar	3,640	4,346	5,320 (1)
			<hr/>
			2,053,017

**City of The Dalles, Oregon
Adopted Fiscal Year 2019-2020 Budget**

IT	Information Technology Manager	5,371	6,606	79,275
	3/4 time IT Tech			<u>31,200</u>
				110,475
City Hall	Maintenance Worker (2) (Equip Operator wage rar	3,713	4,433	<u>42,556</u> (1)
				42,556
Codes Enforcement	Code Enforcement Officer	3,154	3,880	46,566
	Planner	3880	4771	<u>11,758</u>
				58,324
Dog Control Department	Dog Control Officer	3,155	3,880	<u>42,934</u>
				42,934

LIBRARY FUND

	Salary Range		Budgeted
	<u>Low</u>	<u>High</u>	<u>Salaries</u>
Director	6,804	8,369	94,895
Assistant Library Director	3,447	4,240	44,332
Technical Assistant II (4)	3,250	3,881	177,447
Technical Assistant I (4 FT + 1 PT)	2,835	3,385	163,873
Maintenance Worker (2) (Equip Operator wage rar	3,713	4,433	15,958 (1)
			496,505

SPECIAL REVENUE FUND

State Office Building	Maintenance Worker (2) (Equip Operator wage rar	3,713	4,433	<u>42,556</u> (1)
				42,556

- (1) Position divided 40% City Hall, 5% Police, 40% SOB, 15% Library
- (2) Certification pay included

PUBLIC WORKS FUNDS

	Salary Range		Budgeted
	<u>Low</u>	<u>High</u>	<u>Salaries</u>
Director	7,008	8,620	103,436
Public Works Engineer	6,227	7,658	91,901
Project Engineer (2)	5,371	6,606	158,550
Utilities Supervisor (2)	5,371	6,606	158,550
Transportation Supervisor	5,371	6,606	77,736
Regulatory Comp Supervisor	5,371	6,606	75,658
Administrative Assistant	3,250	3,997	47,963
Department Secretary	3,047	3,639	40,566
Development inspector	4,633	5,699	68,383
Acct Clerk II	3,420	4,084	49,003
Equipment Operator (6)	3,712	4,432	311,316
Water Quality Manager	5,698	7,008	84,103
Bio Lab Technician	4,111	4,910	60,103
Lead Certified Operator (5)	-	-	18,200 (2)
Certified Operator (21)	4,275	5,105	1,234,283 (1)

**City of The Dalles, Oregon
Adopted Fiscal Year 2019-2020 Budget**

Certified Mechanic	3,787	4,522	107,266
Maintenance Worker	3,348	3,998	46,626
Watershed			26,000
Part-Time	-	-	64,140
			<u>2,823,783</u>

- (1) Includes incentive/certification pay
- (2) Includes 10% for lead worker

RESOLUTION NO. 19-014

A RESOLUTION ADOPTING THE FISCAL YEAR 2019-2020 BUDGET FOR THE CITY OF THE DALLES, MAKING APPROPRIATIONS, AUTHORIZING EXPENDITURES, LEVYING TAXES, AND AUTHORIZING THE CITY MANAGER TO TAKE SUCH ACTION AS NECESSARY TO CARRY OUT THE ADOPTED BUDGET.

WHEREAS, the City Budget Committee reviewed and acted on the proposed City budget, and, on April 30, 2019, 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 10, 2019; 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 2019-2020 in the total of \$70,760,503 now on file in the office of the City Finance Director.

Section 3. Setting Appropriations. The amounts for the Fiscal Year beginning July 1, 2019 and for the purposes shown are hereby appropriated as follows:

GENERAL FUND (001)	
City Council Department	352,981
City Clerk Department	158,711
City Manager	335,325
Legal / Judicial Department	487,555
Finance / Utility Billing Department	619,178
Personnel Department	242,689
Planning Department	729,046
Police Department	4,344,433
Technology Department	305,895
City Hall / Transportation Center Department	363,590

Code Enforcement Department	-
Animal Control Department	98,528
Special Payments	743,092
Interfund Transfers	390,932
Contingency	791,493
TOTAL GENERAL FUND (001) *	9,963,448
LIBRARY FUND (004)	
Library Department	1,523,074
Interfund Transfers	104,842
Contingency	217,455
TOTAL LIBRARY FUND (004) **	1,845,371
STREET FUND (005)	
Public Works Department	2,614,880
Interfund Transfers	357,880
Contingency	97,123
TOTAL STREET FUND (005)	3,069,883
PUBLIC WORKS RESERVE FUND (009)	
Public Works Department	542,643
TOTAL PUBLIC WORKS RESERVE FUND (009)	542,643
UNEMPLOYMENT RESERVE FUND (010)	
Personnel Services	95,163
TOTAL UNEMPLOYMENT RESERVE FUND (010)	95,163
COMMUNITY BENEVOLENCE FUND - VIETNAM MEMORIAL (011)	
Materials & Services	11,042
TOTAL COMMUNITY BENEVOLENCE FUND (011)	11,042
TRANSPORTATION SYSTEM RESERVE FUND	
Public Works Department	1,472,193
Interfund Transfers	-
TOTAL TRANSPORTATION SYSTEM RESERVE FUND (013)	1,472,193
SPECIAL GRANTS FUND (018)	
Materials & Services	608,000
Capital Outlay	4,934,774
Interfund Transfers	-
TOTAL SPECIAL GRANTS FUND (018)	5,542,774
STATE OFFICE BUILDING FUND (021)	
State Office Building Department	289,698
Contingency	82,108
TOTAL STATE OFFICE BUILDING FUND (021)	371,806

SPECIAL ASSESSMENTS FUND (036)		
	Materials & Services	26,800
	Capital Outlay	445,246
	Interfund Transfers	112,939
	TOTAL SPECIAL ASSESSMENTS FUND (036)	584,985
CAPITAL PROJECTS FUND (037)		
	Materials & Services	8,000
	Capital Outlay	306,052
	Debt Service	15,150
	Interfund Transfers	104,728
	TOTAL CAPITAL PROJECTS FUND (037)	433,930
WATER REVENUE BOND FUND (041)		
	Public Works Department	
	Debt Service	-
	TOTAL WATER REVENUE BOND FUND (041)	-
FFCO 2008 BOND FUND (043)		
	Debt Service	304,930
	TOTAL FFCO 2008 BOND FUND (043)	304,930
2009 FFCO BOND FUND (044)		
	Debt Service	943,863
	TOTAL 2009 FFCO BOND FUND (044)	943,863
WATER FUND (51)		
	Public Works Department	3,791,016
	Interfund Transfers	2,986,279
	Contingency	45,040
	TOTAL WATER FUND (051)	6,822,335
WATER CAPITAL RESERVE FUND (053)		
	Public Works Department	18,241,116
	Debt Service	238,380
	Interfund Transfers	534,436
	Contingency	-
	TOTAL WATER CAPITAL RESERVE FUND (053)	19,013,932
WASTEWATER FUND (055)		
	Public Works Department	3,414,376
	Interfund Transfers	3,303,573
	Contingency	119,459
	TOTAL WASTEWATER FUND (055)	6,837,408

SEWER CAPITAL RESERVE FUND (056)		
Public Works Department		2,904,052
Interfund Transfers		6,986
	TOTAL SEWER CAPITAL RESERVE FUND (056)	2,911,038
SEWER PLANT CONSTRUCTION FUND (057)		
Public Works Department		1,216,454
Debt Service		97,232
Interfund Transfers		838,416
	TOTAL SEWER PLAN CONSTRUCTION FUND (057)	2,152,102
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		1,340,202
	TOTAL UTILITY REVENUE BOND (059)	1,340,202
AIRPORT FUND (061)		
Airport Department		2,293,179
Contingency		435,970
Interfund Transfers		-
	TOTAL AIRPORT FUND (061)	2,729,149
SPECIAL ENTERPRIZE ZONE FUND(022)		
Special Enterprize Department		545,573
	TOTAL SPECIAL ENTERPRIZE ZONE FUND (022)	545,573
AIRPORT DEBT SERVICE FUND (062)		
Airport Department		-
Debt Service		241,250
	TOTAL AIRPORT DEBT SERVICE FUND (062)	241,250
	TOTAL ALL FUNDS	67,775,020

* An Unappropriated Ending Fund Balance has been set for the General Fund in the amount of:	2,096,496
** An Unappropriated Ending Fund Balance has been set for the Library Fund in the amount of:	888,987
TOTAL ADOPTED BUDGET	70,760,503

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 2019-2020 upon the assessed value of all taxable property within the City of The Dalles as of 12:01 AM, July 1, 2019.

	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 10th DAY OF JUNE, 2019.

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

AND APPROVED BY THE MAYOR THIS 10th DAY OF JUNE, 2019.

SIGNED:

Richard Mays

Rich Mays, Mayor

ATTEST:

Izetta Grossman, CMC

Izetta Grossman, CMC, City Clerk